



BURNIE
CITY COUNCIL

MINUTES

Ordinary Meeting

TUESDAY, 18 FEBRUARY 2020

7.00PM

CITY OFFICES, 80 WILSON STREET, BURNIE

ORDER OF BUSINESS

OPEN SESSION

| Min No. | Business | Page No |
|------------------------------------|---|----------------|
| AO034-20 | COUNCILLOR DECLARATIONS OF INTEREST | 9 |
| AO035-20 | CONFIRMATION OF MINUTES OF THE 'OPEN SESSION' MEETING OF COUNCIL HELD ON 28 JANUARY 2020 | 9 |
| <i>QUESTIONS ON NOTICE</i> | | |
| AO036-20 | QUESTION ON NOTICE - MARINE TERRACE CAR PARK (EARLY BIRD PARKING) | 10 |
| AO037-20 | QUESTION ON NOTICE - MARINE TERRACE CAR PARK (FREE PARKING VOUCHERS) | 15 |
| <i>MOTIONS ON NOTICE</i> | | |
| AO038-20 | MOTION ON NOTICE - OLD BURNIE INN | 17 |
| AO039-20 | MOTION ON NOTICE - SOCIAL MEDIA FOLLOWING COUNCIL MEETINGS | 19 |
| AO040-20 | MOTION ON NOTICE - QUESTIONS WITHOUT NOTICE | 21 |
| AO041-20 | MOTION ON NOTICE - LOCAL ARTISTS | 25 |
| AO042-20 | MOTION ON NOTICE - BURNIE STREET ART | 26 |
| AO043-20 | MOTION ON NOTICE - CIGARETTE BUTTS | 29 |
| AO044-20 | MOTION ON NOTICE - BURNIE BRAND | 34 |
| AO045-20 | MOTION ON NOTICE - RECYCLE BINS AT SPORTING AND COMMUNITY EVENTS AND VENUES | 38 |
| <i>PUBLIC QUESTION TIME</i> | | |
| AO046-20 | PUBLIC QUESTION TIME | 41 |
| <i>PLANNING AUTHORITY</i> | | |
| AO047-20 | TASMANIAN PLANNING SCHEME DRAFT BURNIE LOCAL PROVISIONS SCHEDULE REPRESENTATION RECEIVED AFTER END OF EXHIBITION PERIOD | 45 |

ORDER OF BUSINESS

OPEN SESSION

| Min No. | Business | Page No |
|---|---|---------|
| <i>OFFICERS' REPORTS</i> | | |
| <i>CORPORATE AND BUSINESS SERVICES</i> | | |
| AO048-20 | ANNUAL PLAN 2019-2020 PROGRESS REPORT | 67 |
| AO049-20 | STRATEGY REVIEW - FINANCIAL MANAGEMENT STRATEGY 2030 | 119 |
| <i>GENERAL MANAGER</i> | | |
| AO050-20 | GENERAL MANAGER'S REPORT - OPEN SESSION | 157 |
| AO051-20 | GENERAL MANAGER'S INFORMATION REPORT FOR WORKS AND SERVICES JANUARY 2020 | 169 |
| AO052-20 | GENERAL MANAGER'S INFORMATION REPORT FOR LAND AND ENVIRONMENTAL SERVICES JANUARY 2020 | 179 |
| AO053-20 | GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT JANUARY 2020 | 189 |
| AO054-20 | GENERAL MANAGER'S INFORMATION REPORT CORPORATE AND BUSINESS SERVICES JANUARY 2020 | 196 |
| <i>COUNCIL COMMUNICATIONS</i> | | |
| AO055-20 | COMMUNICATIONS JOURNAL FEBRUARY 2020 | 214 |
| AO056-20 | COMMUNICATIONS JOURNAL - HON ROGER JAENSCH MP - DRAFT AMENDMENT 01-2019 OF THE STATE PLANNING PROVISIONS - DRAFT APARTMENT DEVELOPMENT CODE | 217 |
| <i>MINUTES AND REPORTS OF COMMITTEES</i> | | |
| AO057-20 | QUARTERLY REPORT TO TASWATER OWNERS' REPRESENTATIVES - PROGRESS UPDATE TO 31 DECEMBER 2019 | 261 |
| <i>NON AGENDA ITEMS</i> | | |
| AO058-20 | NON AGENDA ITEMS | 279 |

**MINUTES OF THE OPEN SESSION ORDINARY MEETING
OF THE BURNIE CITY COUNCIL
HELD AT THE CITY OFFICES ON TUESDAY, 18 FEBRUARY 2020**

HOUR: 5.54pm – 5.55pm
7.02pm – 8.22pm

TIME OCCUPIED: 1 hour 21 minutes

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

Officers in Attendance:

General Manager (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) and Governance Officer (N French).

APOLOGIES: There were no apologies tendered.

'CLOSED SESSION': COUNCIL

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

| | Meeting Regulations Reference |
|--|-------------------------------------|
| AC013-20 COUNCILLOR DECLARATIONS OF INTEREST | 15(2)(g) |
| AC014-20 CONFIRMATION OF MINUTES OF THE 'CLOSED SESSION' MEETING OF COUNCIL HELD ON 28 JANUARY 2020 | 15(2)(g) |
| AC015-20 APPLICATIONS FOR LEAVE OF ABSENCE | 15(2)(h) |
| AC016-20 TAS COMMUNICATIONS PTY LTD - QUARTERLY REPORT | 15(2)(g) |
| AC017-20 GENERAL MANAGER'S REPORT - CLOSED SESSION | 15(2)(i) |
| AC018-20 PERSONNEL REPORT JANUARY 2020 | 15(2)(a) |
| AC019-20 TENDERS CONTRACT 2646 BRICKPORT ROAD RETAINING WALL | 15(2)(d) |
| AC020-20 OUTSTANDING DEBTORS | 15(2)(j) |
| AC021-20 COMMUNICATIONS JOURNAL - PROPOSED UTAS ACCOMMODATION - KING STREET | 15(2)(g) |
| AC022-20 TASWATER OWNERS REPRESENTATIVES UNCONFIRMED MINUTES OF MEETINGS HELD ON 8 MAY 2019 AND 13 NOVEMBER 2019 | 15(2)(g) |
| AC023-20 NON AGENDA ITEMS | 15(2)(f) |
| AC024-20 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION | 15(2)(f) |
| AC025-20 COMPLETION OF CLOSED SESSION / MEETING ADJOURNMENT | 15(2)(f) |

RECOMMENDATION

“THAT the meeting be closed to the public to enable Council to consider agenda items AC013-20 to AC025-20 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

COUNCIL RESOLUTION**Resolution number: MO027-20****MOVED:** Cr A Keygan**SECONDED:** Cr D Pease

“THAT the meeting be closed to the public to enable Council to consider agenda items AC013-20 to AC025-20 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

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

Against:

CARRIED UNANIMOUSLY

Reg Confidential Reason

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

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.

AUDIO RECORDING

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

PRAYER

The meeting was opened with prayer by Rev Alistair Crouch from the Anglican Church.

AO034-20 COUNCILLOR DECLARATIONS OF INTEREST

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

There were no declarations of interest.

AO035-20 CONFIRMATION OF MINUTES OF THE 'OPEN SESSION' MEETING OF COUNCIL HELD ON 28 JANUARY 2020**RECOMMENDATION:**

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at City Offices on 18 January 2020, be confirmed as true and correct.”

COUNCIL RESOLUTION

Resolution number: MO028-20

MOVED: Cr D Pease

SECONDED: Cr A Keygan

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at City Offices on 18 January 2020, be confirmed as true and correct.”

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

Against:

CARRIED UNANIMOUSLY

QUESTIONS ON NOTICE**AO036-20 QUESTION ON NOTICE - MARINE TERRACE CAR PARK (EARLY BIRD PARKING)**

FILE NO: 15/5/5; 946862
PREVIOUS MIN:

THE GENERAL MANAGER referred to Councillor David Pease's Question on Notice which asked:

What is the rationale behind Council not providing discounted all day parking (Early Bird Parking) in the Marine Terrace Car Park?

COUNCILLOR'S COMMENTS

Council provides Early Bird parking in a number of car parks, but not the Marine Terrace Car Park. Presumably there is a business reason for this?

GENERAL MANAGER'S COMMENTS

An early bird system applies a substantially discounted flat rate against the standard charge for daily use of a parking space if a vehicle is parked on any available space within the parking area before a specified time and the vehicle is to remain on the space for an extended period.

The business principle underpinning early bird parking is to secure a steady and reliable income for the provider of the parking space by offering an attractive option for users who require longer-term parking at a destination.

The approach capitalises on a willingness-to-pay by those who require access to a long-term parking space before start of the peak demand period, and who may otherwise avoid use of a paid parking option or seek cheaper options if the standard charge were to apply.

The arrangement is typically applied to improve use in under-utilised facilities, particularly in locations that may be considered too remote to be an attractive option to those making short duration visits to a destination.

Early bird parking is distinguished from reserved parking in that it operates in accordance with daily user need and space availability. Payment is required on each occasion an early-bird option is selected and allows the user only pay when a parking space is required. The system does not provide the certainty of a dedicated parking space and the user must take their chances a space will be available.

Reserved parking schemes assign a specific parking space to the permit holder with no limit on the frequency or duration of use, and require payment of a fixed charge for a term,

irrespective of whether the space is used. A vehicle may enter and re-enter the assigned parking space without limit at all times the car park is open for use.

Payment of a fixed charge under an early bird scheme may involve -

a) Payment at the time the space is first occupied

A daily fixed charge as a discount on the standard hourly rate is applicable if paid before the specified cut off time, and is set by the parking provider on an assumption that the vehicle will remain on the space for a minimum number of hours.

There is no minimum or maximum use period and the set fee applies regardless of the length of time the space is in use by the vehicle.

There is no refund if the vehicle departs early, and no penalty if it stays on the space beyond the assumed use period.

The vehicle cannot use the balance of the paid early-bird tariff if it leaves the space and later returns to the same car park on the day of payment.

The parking space remains part of the pool of spaces available to any user entering the parking area.

b) Payment when the space is vacated

The fixed daily charge will not apply unless the vehicle has entered the parking area before the specified time and does not leave until after a specified time or duration of stay.

This is because automated parking systems do not generally allow a motorist to indicate acceptance of an early bird arrangement when entering the facility.

An early bird scheme in a pay on exit car park does not offer the driver the same level of flexibility available under a pay in advance option. The full standard charge must be paid if the vehicle leaves after a shorter period or before the specified time.

There are some inequities in early bird parking arrangements. High take-up rates may exclude the availability of space for short-term users in the same parking area and for which a higher parking charge applies.

Council's Parking Policy provides in clause 4.3.3(d) that parking charges for use of a Council parking space may include a discount for a person who commits to the long-term use of a parking space.

Council 2019/2020 Schedule of Fees and Charges provides two forms of discount by way of a fixed charge under both a reserved parking space and an early bird parking scheme.

Council currently operates an early-bird parking scheme in the Burnie Rail, King Street, North Terrace and Portside car parks and on Jones Street if a parking voucher is purchased before 10.00 am and the applicable 'early-bird' charge is paid in full.

These car parks are at the periphery of the town centre and do not attract the same level of use as most inner on-street spaces and spaces in the Marine Terrace, City Office Concourse and Hilder Parade car parks.

The early-bird charge is currently calculated as 50% of the standard rate on the assumption of an average 9-hour occupation – or a fixed amount equivalent to 4.5 x the standard hourly rate.

There is no limit on the number of parking spaces that may be used under the early bird payment option in any of the Council car parks to which the scheme applies.

Council does not currently operate an "early bird" parking arrangement in the Marine Terrace Car Park.

The following considerations are relevant to possible operation of an early bird scheme –

- a) The MTCP is intended to provide the premium short-term parking option in the Burnie town centre, and is managed to maximise the availability of parking space for such use.

User data indicates the majority of users park for less than 1.5 hours.

Early bird discounts may increase occupancy rates to the exclusion of short-term users, particularly during peak demand periods.

Effective management may require the number of spaces available for early bird use be restricted so as to retain a specified capacity for shorter term users.

There are difficulties in identifying the number of early bird occupants because eligibility will not be determined until the user presents for payment immediately prior to exit. The operating system does not enable issue of an early bird ticket at point of entry.

- b) Discount parking options are available in the MTCP under the reserved parking scheme.

A dedicated parking space is provided upon payment in advance of a fixed charge calculated as 40% of the standard hourly charge if applied for a 9-hour stay over 5-days per week and 50 weeks per year for a permit term of 3, 6 or 12 months.

The arrangement allows Council may manage the proportion of long-stay parking space to protect availability of space for shorter-stay occasional users.

Council has set a limit of 200 or a little under 1/3rd of total parking space, as available under the reserved parking scheme. Approximately half of these spaces are currently reserved.

- c) The MTCP is the only Council car park to operate a pay on exit system.

The system does not allow payment of a fixed charge when a space is first occupied - as is required for the other car parks in Burnie where early bird schemes operate.

Pay on exit parking facilities in other locations who operate a form of early bird scheme require a vehicle must to enter the car park before a specified time and must stay for not less than a specified period or until after a specified time.

For example - an early bird scheme may provide a vehicle is eligible on exit to pay the fixed parking charge if it enters a car park before 9.00 am and stays for either a minimum of 8-hours or does not depart before 5.00 pm. Under such a scheme the vehicle must pay the standard hourly parking charge based on the period of use if it stays for less than 8-hours or the departure is before 5.00 pm.

The car park operator must determine cut off-time for entry and the minimum occupation period or the specified earliest departure time.

The conditions of use must be set so as not to operate as a general discount for longer stay parking. The entry cut-off time must avoid extending into the higher demand period by short-term users, and the minimum duration of stay or earliest exit time must create a parking period of a length that is of no benefit for short to medium term users.

The car park operating system must be calibrated on the eligibility criteria for access to the early bird scheme in order apply the fixed charge on exit.

RECOMMENDATION:

“THAT the information be noted.”

COUNCIL RESOLUTION

Resolution number: MO029-20

MOVED: Cr D Pease

SECONDED: Cr K Dorsey

“THAT the information 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

QUESTIONS ON NOTICE**AO037-20 QUESTION ON NOTICE - MARINE TERRACE CAR PARK (FREE PARKING VOUCHERS)**

FILE NO: 15/5/5; 946862
PREVIOUS MIN:

THE GENERAL MANAGER referred to Councillor David Pease's Question on Notice which asked:

What is the estimated annual yearly cost to Council of providing 5 one hour free parking vouchers for the Marine Terrace Car Park to ratepayers, (similar in concept to the tip vouchers) with the Rates notices?

COUNCILLOR'S COMMENTS

No comments.

GENERAL MANAGER'S COMMENTS

The current parking charge for the Marine Terrace Car Park (MTCP) is \$1.50 per hour.

Five (5) parking vouchers, each entitling the holder to one (1) hour of free parking in the MTCP, would have a value of \$7.50.

There are currently 9,901 rateable properties in Burnie.

If MTCP parking vouchers are included with each rates notice, the potential liability for foregone revenue from users of the MTCP is up to \$74,257.50.

Council records indicated 1,300 rates notices are sent to non-Tasmanian addresses. There is likely to be a very low take-up rate among these property owners unless the vouchers are made available to a Tasmanian based occupier or other person.

If all 8,601 Tasmania resident ratepayers utilised the vouchers, the potential liability for foregone revenue from users of the MTCP could be up to \$64,507.50.

The take-up rate for tip vouchers provided to ratepayers with the rates notice is relatively low at less than 25%.

However, a free parking voucher has more immediate and redeemable value to any person who is likely to require a car parking space in Burnie during the year of issue. The benefit of a voucher is not limited to ratepayers who are residents of Burnie.

It is anticipated the conversion rate will be very high. A conservative 60% conversion in all vouchers issued will represent an annual cost of \$44,551 in revenues foregone from users of the MTCP.

The cost to Council in foregone revenue from the provision of five (5) hours of free MTCP parking may be in a range between \$44,551 to a maximum of \$74,257 – or from 0.33% to 0.51% of the General Rate.

These costs do not include printing and administration of a voucher system which will require users attend the pay booth to redeem the value of a voucher against their parking cost.

RECOMMENDATION:

“THAT the information be noted.”

COUNCIL RESOLUTION

Resolution number: MO030-20

MOVED: *Cr D Pease*

SECONDED: *Cr C Lynch*

“THAT the information 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

MOTIONS ON NOTICE**AO038-20 MOTION ON NOTICE - OLD BURNIE INN**

FILE NO: 15/5/2; 946862
PREVIOUS MIN:

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

“THAT Council arrange a tele-conference with the architect of the proposed North West Museum and Art Gallery, the Burnie Historical Society and Council, to determine the suitability of relocating the Old Burnie Inn to the proposed cultural precinct.”

COUNCILLOR’S COMMENTS

A similar Motion was tabled last month. Concerns were raised, leading to the failure of the Motion, over the cost of consulting with the architect and also the tight timeframes relating to the project and the heritage listing of the Inn.

Given the sizeable fees being paid to the architect it would be hoped that a phone conversation would not incur an additional charge, and if it did that it would be insignificant in the context of the overall project.

While it is acknowledged that timeframes are tight the overall project is years away, and still reliant on receiving State funding. Should the architect consider relocation of the Inn favourable there is adequate time to arrange requirements relating to the heritage listing.

The Inn may or may not be suitable for incorporation within the new building, but may be suitable elsewhere in the precinct. A simple phone conversation costs little but may result in an outcome that suits all. Let’s not cut corners due to time restrictions and then wonder what could have been (as some consider happened with the swimming pool).

GENERAL MANAGER’S COMMENTS

The decision to relocate the Burnie Inn is a strategic matter, rather than architectural. The question to be considered is whether the Burnie Inn is in keeping with Council’s overall vision for the NWMAG. However, the architectural team includes well recognised museum consultants who have assisted in developing the strategic intent for the Project.

It is proposed that the architects and consultants be requested to provide a briefing to Councillors at the 80% Architectural briefing prior to this Council meeting.

However, even if there is a strategic rationale for relocation, and a capacity to house the Burnie Inn at the Precinct, further work will need to be undertaken with Heritage Tasmania around seeking approval to relocate the Inn from the existing site.

While there may be some time before the NWMAG is constructed, Council is required to submit the full details of the project to the Commonwealth Government by the end of March.

Should Council wish to proceed with the relocation of the Burnie Inn as part of the project, there will be a need to include a design, a budget as well as evidence of approvals from Heritage Tasmania for the relocation, as part of this submission.

COUNCIL RESOLUTION

Resolution number: MO031-20

MOVED: *Cr D Pease*

SECONDED: *Cr K Dorsey*

“THAT Council arrange a meeting between the Burnie Historical Society and the architects for the proposed North West Museum and Art Gallery at the earliest convenience in relation to the Old Burnie Inn.”

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**AO039-20 MOTION ON NOTICE - SOCIAL MEDIA FOLLOWING COUNCIL MEETINGS**

FILE NO: 15/5/2; 947008
PREVIOUS MIN:

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

“THAT Council develop a social media “post” that outlines the decisions by Council following “open” Council meetings.”

COUNCILLOR’S COMMENTS

Whilst meetings are recorded and minutes published, I would suggest that an overwhelming number of people do not read or listen. The information is provided and we are content that it is available, but do not have any sort of indication on access by the public.

I agree with both aspects of making decisions and audio recordings available; however, a simple posting on Social Media that states:

Burnie City Council

At the meeting held on 17 February 2020 the Council determined the following:

1. That Council would provide funding of \$1000 to property owners to enhance public art in the city
2. That Council put “Burnie First” in all deliberations
3. Provide equal support to local sporting bodies
4. Award a tender to XYZ company for the construction of a new playground
5. Determine to make the CBD a smoke free zone
6. Adopt a policy that addresses Councillors non-attendance to committee meetings
7. That Council will include “questions without notice” from Councillors in the agenda as prescribed by the Local Government Act meeting procedures.

The idea is to keep it simple, accessible, relevant, timely and informative. This is not hard. The Burnie City Council FB page has 6043 “page likes”. This potentially means that upwards of 6,000 people will see what we are doing, which is considerably more than the few that listen to the recordings or download the minutes.

This is a motion to provide access to information for all rate payers whether interested or not.

GENERAL MANAGER'S COMMENTS

The Council meeting minutes record the resolutions of council and are available on council's website generally within two days. The document is a large document including all the report content, and its purpose is to be the formal record.

The audio recording of the council meeting is published generally the following day after the council meeting. However it is a long recording to listen to for general interest.

A short facebook post, noting key decisions, can easily be implemented within one-two days of the council meeting in order to provide a short and easy to read summary of any decision highlights that are relevant to general community interest.

The initiative helps to achieve one of the Making Burnie 2030 objectives:

| | |
|----------------|---|
| 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. |

COUNCIL RESOLUTION

Resolution number: MO032-20

MOVED: Cr K Dorsey

SECONDED: Cr D Pease

"THAT Council develop a social media "post" that outlines the decisions by Council following "open" Council meetings."

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**AO040-20 MOTION ON NOTICE - QUESTIONS WITHOUT NOTICE**

FILE NO: 15/5/2; 947008
PREVIOUS MIN:

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

“THAT Council establish in the agenda ‘Questions without Notice’ from Councillors immediately following public question time.”

COUNCILLOR’S COMMENTS

Attending the Waratah Wynyard and reviewing Central Coast, Circular Head, Meander and Launceston City Council meetings, it was observed and forms a part of their agenda “Questions without Notice” from Councilors following “Public Question” and “Questions on Notice”.

This is a very positive addition to Council meetings. It allows for answers to questions following submission of Questions on Notice or the ability to ask questions publicly between Council close off of “questions on notice” dates in real time.

We currently have a system of a “non-agenda” item at the end of meetings that is rarely (once in 6 years) used.

The *Local Government (Meeting Procedures) Regulations 2015* provide as follows:

29. Questions without notice

(1) A councillor at a meeting may ask a question without notice –
(a) of the chairperson; or

(b) through the chairperson, of –
(i) another councillor; or
(ii) the general manager.

(2) In putting a question without notice at a meeting, a councillor must not –
(a) offer an argument or opinion; or

(b) draw any inferences or make any imputations –
except so far as may be necessary to explain the question.

(3) The chairperson of a meeting must not permit any debate of a question without notice or its answer.

(4) The chairperson, councillor or general manager who is asked a question without notice at a meeting may decline to answer the question.

(5) The chairperson of a meeting may refuse to accept a question without notice if it does not relate to the activities of the council.

(6) Questions without notice, and any answers to those questions, are not required to be recorded in the minutes of the meeting.

(7) The chairperson of a meeting may require a councillor to put a question without notice in writing.

Whilst Councillors are provided with an opportunity to ask questions without notice during the meeting to Council officers, an agenda item is required to allow Councillors the opportunity to ask relevant questions that were unable to be included in the agenda and to address issues that arise between submission date for agenda items and meetings.

GENERAL MANAGER'S COMMENTS

The Council Agenda is prepared by the General Manager in accordance with the provisions of the *Local Government (Meeting Procedures) Regulations 2015*.

Regulation 8 (section 2) lists the items that must be included:

Regulation 8

(2) The agenda of an ordinary council meeting is to provide for, but is not limited to, the following items:

- (a) attendance and apologies;*
- (b) confirmation of the minutes;*
- (c) the date and purpose of any council workshop held since the last meeting;*
- (d) applications for leave of absence;*
- (e) declarations of any pecuniary interest of a councillor or close associate;*
- (f) public question time;*
- (g) any reports to be received;*
- (h) any matter to be discussed at the meeting.*

Regulation 8 sections 5 and 6 then provide that only those matters listed on the Agenda are to be discussed.

(5) Subject to subregulation (6), a matter may only be discussed at a meeting if it is specifically listed on the agenda of that meeting.

(6) A council by absolute majority at an ordinary council meeting, or a council committee by simple majority at a council committee meeting, may decide to deal with a matter that is not on the agenda if –

- (a) the general manager has reported the reason it was not possible to include the matter on the agenda; and*
- (b) the general manager has reported that the matter is urgent; and*
- (c) in a case where the matter requires the advice of a qualified person, the general manager has certified under section 65 of the Act that the advice has been obtained and taken into account in providing general advice to the council.*

The reason for this is to ensure that any items discussed have had the necessary advice prepared, and adequate notice provided to all councillors to read and consider the matter prior to the meeting.

It is a matter for Council as to whether Questions Without Notice should be introduced as a specific agenda item, however the following considerations are provided:

Questions Without Notice

Questions Without Notice means questions raised by Councillors to the Chairperson, General Manager or other Councillor, during the meeting, without giving prior notice. Questions without notice are entirely appropriate and already occur throughout the Council Meeting on a regular basis as each tabled report is considered.

It has been this Council's practice to take such questions throughout the entire agenda as they relate to the items at hand, rather than have a standalone section for such questions.

If a question cannot be answered immediately, by the General Manager or relevant Officer, it will be answered by 'taking the question on notice' meaning they will research the answer and provide the answer back to all councillors. Note that it has been this Council's practice that such answers are provided to the Council as a group, so that all receive the same information.

Regulation 29 deals with the way Questions Without Notice must be managed. Regulation 30 deals with Questions on Notice (with notice provided). Questions Without Notice are not to be debated or discussed and the responses are not required to be recorded in the minutes.

Questions On Notice (which is provided for on Council's Agenda) is a better mechanism for questions which Councillors require a public answer to as the question will be researched and an answer provided in writing in the Agenda for noting.

29. Questions without notice

- (1) A councillor at a meeting may ask a question without notice –
 - (a) of the chairperson; or
 - (b) through the chairperson, of –
 - (i) another councillor; or
 - (ii) the general manager.
- (2) In putting a question without notice at a meeting, a councillor must not –
 - (a) offer an argument or opinion; or
 - (b) draw any inferences or make any imputations –
except so far as may be necessary to explain the question.
- (3) The chairperson of a meeting must not permit any debate of a question without notice or its answer.
- (4) The chairperson, councillor or general manager who is asked a question without notice at a meeting may decline to answer the question.
- (5) The chairperson of a meeting may refuse to accept a question without notice if it does not relate to the activities of the council.
- (6) Questions without notice, and any answers to those questions, are not required to be recorded in the minutes of the meeting.
- (7) The chairperson of a meeting may require a councillor to put a question without notice in writing.

30. Questions on notice

- (1) A councillor, at least 7 days before an ordinary council meeting or a council committee meeting, may give written notice to the general manager of a question in respect of which the councillor seeks an answer at that meeting.
- (2) An answer to a question on notice must be in writing.

Questions Without Notice are already able to be asked throughout the Agenda to aid in clarification, request an update or improve understanding, as each item in the Agenda is discussed. This is already common practice.

If a standalone section were introduced, then the rules outlined in Regulation 29 would need to be observed. Regulation 8(6) is also relevant in ensuring that new items cannot be introduced to the Agenda on the night, without satisfying the three stated conditions. The purpose of that rule is to ensure that new information or new topics are not introduced on the night without adequate advice prepared. The rule ensures that the Agenda is provided with qualified advice on each matter, and adequate time for councillors to consider the information.

The four General Manager's Information Reports and Communications Reports (together with other standing reports) cover all operations of Council in every department. This means there is adequate opportunity within those reports to raise a Question Without Notice on any area of Council, within those reports. Such questions without notice are better dealt with within each relevant item of the Agenda, to maintain clear direction within the meeting and relevancy to the matters at hand.

It is recommended that the current practice of taking Questions Without Notice throughout the Agenda continue as is, rather than introducing a stand-alone session. It is recommended that the motion not be supported and that the current approach continue.

Alternative Motion

"That the information be noted."

COUNCIL RESOLUTION

Resolution number: MO033-20

MOVED: Cr K Dorsey

SECONDED: Cr D Pease

"THAT Council establish in the agenda 'Questions without Notice' from Councillors immediately following public question time."

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

AO041-20 MOTION ON NOTICE - LOCAL ARTISTS

FILE NO: 15/5/2; 947008
PREVIOUS MIN:

Item AO041-20 was withdrawn by Cr K Dorsey.

MOTIONS ON NOTICE**AO042-20 MOTION ON NOTICE - BURNIE STREET ART**

FILE NO: 15/5/2; 947008
PREVIOUS MIN:

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

“THAT Council make a determination as to the future of public art in the city. Following the poorly attended Street Art Festival, but the highly successful inclusion of color into the city Council should make a determination on whether or not to continue. Options are as follows:

- 1) Discontinue any involvement of Council in developing street/public art.***
- 2) Continue to promote and develop a street/public art culture in Burnie. Take an alternative approach and provide incentives for building owners to provide “street/public art” on their buildings. Suggested amount \$1000 per application and a budget of \$10,000 based on developed criteria including:***
 - a) Theme (anything is fine except graphic sexual content). This is art and art should be open expression.***
 - b) Use of local artist***
 - c) Proof of payment.***

or

- 3) Hold more festivals in the hope that they resonate with the community in the future.”***

COUNCILLOR’S COMMENTS

Option 1: The street art festival left Council in a precarious position. Instead of solidifying and garnering community support, it may have proved that there is not an appetite for street art in Burnie? Whilst many claimed they were unaware of the festival there was a considerable effort and Advocate exposure of the festival – it just did not resonate with the populace. Would more money have created a better result? Are we willing to invest more in a failed concept?

Option 2: Continue to build on the festival delivering street/public art into Burnie. Whilst the event was a disaster in terms of involvement, it provided some great work. The “festival”, in my opinion, delivered the goods with respect to adding colour and interest to the city. In reality it was a good festival with no community interest or attendance.

Street art as does music in the CBD adds to the ambiance of the city, they make a more interesting place to live. We are willing to spend upwards of \$15,000,000 for a new art gallery whilst we have the largest regional art gallery in the country. Is Council willing to invest \$10,000 for 10 walls or promote public art? Better return on investment?

This approach puts Council at arm's length from the artwork and limits Council staff involvement. This could also be used to paint some of the utility boxes around town, as promoted by Councilor Simpson or have someone develop stencils to be used

Option 3: Hold another street art festival and hope for the best. Investing more money and time into making it successful. I personally believe the festival was good, the music was good, the art (slow and tedious) and the set-up very good. My personal opinion, the street art festival was doomed to fail. We modeled this on a Hobart concept that cost over \$100,000 and caters to a considerably more vibrant CBD. Placing this in one of the lesser used parking lots adjacent to the CBD did not foster interest.

The concept has been introduced - build on the concept.

GENERAL MANAGER'S COMMENTS

Following a previous motion of Council, a Working Group has been established to develop a Street Art Strategy. The Working Group has been tasked with presenting a draft Strategy to Council in March.

It would be appropriate to refer consideration of the continuance of a Festival to the Working Group, and its role within a broader strategy.

It would also be appropriate to ask the Working Group to consider how street art could be promoted to businesses.

Alternative Recommendation:

"That Council ask the Street Art Working Group to review the Street Art Festival and the promotion of street art to businesses, and include recommendations within the Street Art Strategy for presentation to Council."

COUNCIL RESOLUTION

Resolution number: MO034-20

MOVED: Cr K Dorsey**SECONDED:** Cr D Pease

“THAT Council make the following determination as to the future of public art in the city following the poorly attended Street Art Festival, but the highly successful inclusion of color into the city Council should make a determination on whether or not to continue:

Continue to promote and develop a street/public art culture in Burnie. Take an alternative approach and provide incentives for building owners to provide “street/public art” on their buildings. Suggested amount \$1000 per application and a budget of \$10,000 based on developed criteria including:

- a) Theme (anything is fine except graphic sexual content). This is art and art should be open expression.***
- b) Use of local artist***
- c) Proof of payment.”***

THE MOTION WAS WITHDRAWN BY THE MOVER AND SECONDER

COUNCIL RESOLUTION**MOVED:** Cr K Dorsey**SECONDED:** Cr D Pease

“That Council ask the Street Art Working Group to review the Street Art Festival and the promotion of street art to businesses, and include recommendations within the Street Art Strategy for presentation to Council.”

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**AO043-20 MOTION ON NOTICE - CIGARETTE BUTTS**

FILE NO: 15/5/2; 947003

PREVIOUS MIN:

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

“THAT Council:

- 1) Resolve to seek submissions from local businesses and take corrective action for those businesses that do not want cigarette receptacle units in close proximity to their business door; and***
- 2) Start an education campaign to inform the public about the improper disposal of cigarette butts.”***

COUNCILLOR’S COMMENTS

Council has steadfastly refused to take action with regards to smoking in the CBD. I was approached by 2 business owners and have canvassed others that find smoking in the CBD abhorrent and are adamantly opposed to receptacles placed outside their place of business.

Smoking was identified as being responsible for 21,000 Australians deaths from tobacco related illness in 2015 and 7,000,000 worldwide.

The following information is sourced from

<https://www.nationalgeographic.com/environment/2019/08/cigarettes-story-of-plastic/>:

Cigarette butts or filters are the [most](#) littered item on the planet. An estimated 6.5 trillion cigarettes (18 billion a day) are purchased each year, out of which two thirds are improperly disposed of. That’s 4.5 trillion butts each year. Since the 1980s, cigarette butts have accounted for 30% to 40% of all litter found in coastal and urban litter [clean-ups](#).

“Cigarette filters are made of a plastic called cellulose acetate. Filters can take years to degrade and, even as they do, they break down into [tiny pieces of plastic, called microplastics](#), which are an increasing hazard in waterways and oceans. Cigarette butts also carry a heavy load of toxic materials that can be harmful to nearby marine life, a threat tested in the lab. “One cigarette butt in a litre of water killed half the fish.”

The city of San Francisco spends some \$7.5 million a year cleaning up cigarette butts, and is far from the only municipality dealing with such waste.

“It’s the last remaining acceptable form of littering,” says Novotny. “People are more likely to pick up their dog poop than cigarette butts.”

This actually creates a dilemma for Council and the city. Reduce the number of “cigarette receptacle units” and maybe increase the number of cigarette butts improperly disposed of? Without banning cigarettes or isolating the areas of smoking, we have no power to reduce usage nor improper disposal of butts.

Facts should drive decision making:

1. Smoking is legal
2. More than 1000 residents signed a petition to ban smoking
3. Smoking kills approximately 20,000 Australians a year or 55 a day
4. Cigarette butts are the most littered item on the planet 4.5 trillion disposed of illegally each year
5. Cigarette butts are made of plastic – cellulose acetate
6. Cigarette butts breakdown into microplastics and carry a heavy load of toxins
7. Smoking is abhorrent to a number of people
8. Second-hand smoke kills. Secondhand smoke contains about 4,000 chemicals. Many of these chemicals are dangerous; more than 50 are known to cause cancer. Anytime children breathe in secondhand smoke they are exposed to these chemicals.
9. Businesses do not want smoking receptacles in the front of their businesses and are supported by the fact that this potentially endangers their staff and harms their business. This is a WH&S issue for these businesses.

In the meantime, as Council is/has/and continues to be opposed to banning smoking in the CBD it may be a chance to better locate smoking receptacles to reduce harm to businesses and start a campaign to dispose of butts properly.

GENERAL MANAGER’S COMMENTS

The Motion is understood to address two separate considerations –

- a) Action to remove butt bins in proximity of business premises within the Burnie town centre where the operator of such premises has identified opposition to the use of tobacco products; and
- b) A general campaign to improve the proper disposal of cigarette butts

Control on Smoking within the Burnie town centre

The Tasmanian *Public Health Act 2007* specifies a number of places accessible by the public which are mandatory smoke free areas, including buildings, dining area, sporting venues and other places where the public and children are likely to congregate.

There is no universal statutory ban on smoking in a public street or public place.

The Act prohibits smoking within 3 metres of an entrance to any non-domestic building unless it is impractical to do so because there is less than 6.0 metres separation between entrances.

The Council agreed at its meeting of September 2019 (AO244-19) to investigate issues associated with introduction of an extended smoking ban to include all footpath and other public spaces within the Burnie town centre area.

Further discussion on the matter is schedule for a Council workshop in March.

Part of the Motion to initiate the investigation of a smoking ban including a consideration to address the environmental and amenity impacts associated with the volume and improper disposal of cigarette butts.

The Council has long acknowledged the significant statistical data in relation to the adverse health and environmental impacts associated with primary and secondary use of tobacco products.

Smoking is not permitted in Council buildings, facilities, and workplaces.

An enforceable smoking ban may only be introduced in accordance with the requirements of the *Public Health Act 1997*.

The Council has considered a possible ban on a number of occasions. The debate indicates the Council is not opposed, indifferent or dismissive of the potential health, economic and amenity benefits to the community if smoking were to be prohibited in the Burnie town centre.

The major obstacle to implementation of a ban are the logistics and resource costs associated with a statutory duty on Council to monitor and enforce compliance; and the practicalities of accommodating smokers within a prohibition area covering the whole town centre.

The *Public Health Act* in section 67D(2) requires that the occupier of a statutory smoke free area must:

“not provide (otherwise than by sale) any ashtray, match or lighter or do any other thing to facilitate smoking in the smoke-free area”

The effect of a ban on smoking in the town centre would be that all butt bins within the public road area and any other public space under the care, control and management of the Council within the declared smoke free area **must** be removed.

It would be appropriate to defer any action by Council to solicit requests from business operators for removal of butt bins from the public spaces within the town centre until the

outcome of the current investigations on introduction of a smoking ban have been determined.

Cigarette Butts

The level and efficiency of use for all types of waste receptacle provided by the Council are regularly monitored, including butt bins within the Burnie town centre. Provision will be rationalised as appropriate to avoid placement of bins in low use areas and to provide adequate bins in areas of high demand. Some butt bins within the Burnie town centre have recently been removed due to lack of use.

The Tasmanian *Litter Act 2007* defines an offence of littering as a range of actions in relation to the improper disposal of waste, and imposes a scale of penalties.

It is an offence under section 9(2) of the *Litter Act 2007* for a person to dispose of a cigarette butt in or on a public place, or in or on any open private place unless he or she is the owner or occupier of the place or has the consent of the owner or occupier. A monetary penalty not exceeding 2 penalty units applies on conviction.

A person who sees another person committing an offence may submit a signed and written report detailing the offence to the Environmental Protection Authority Tasmania for investigation and action.

For reasons of cost the Council does not currently employ a person authorised under the *Litter Act 2007* to investigate and enforce compliance.

Cigarette butts are one of many forms of waste that will have adverse impact on the environment if disposal is not properly managed.

It is widely accepted that one way to reduce the incident of litter from cigarette butts is to reduce the use of tobacco products.

Cigarette butts are a large component by type of the litter picked up from footpath and other areas within the town centre by Council's waste management and cleaning crew.

The improper disposal of cigarette butts is not an action confined to the Burnie town centre or to the Burnie municipal area.

A ban on smoking within the Burnie town centre may have benefit for point source pollution within the area to which the ban applies, but will not of itself significantly reduce the scale and extent of improper disposal of cigarette butts generally.

There are many campaigns conducted by both public and private agencies directed at the control of litter, some of which are particular to cigarette butts. Council has previously supported one campaign directed at creating awareness of the dangers to marine and aquatic environments from cigarette butts entering the urban stormwater system.

Both the Western Australian and the NSW State governments are currently running campaigns to reduce litter from cigarette butts.

Any endeavour by the Council to promote awareness of the dangers of pollution from cigarette butts would be most effective if combined with other litter reduction and environmental protection campaigns.

Alternate Recommendation

“That Council refer the matter of removal of cigarette butt bins from locations within the Burnie town centre, and the commencement of a campaign to improve the proper disposal of cigarette butts, for further consideration in conjunction with the current investigation into issues associated with a possible declaration of the Burnie town centre as a smoke free area under the Public Health Act 1997.”

COUNCIL RESOLUTION

Resolution number: MO035-20

MOVED: Cr K Dorsey

SECONDED: Cr T Bulle

“That Council refer the matter of removal of cigarette butt bins from locations within the Burnie town centre, and the commencement of a campaign to improve the proper disposal of cigarette butts, for further consideration in conjunction with the current investigation into issues associated with a possible declaration of the Burnie town centre as a smoke free area under the Public Health Act 1997.”

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**AO044-20 MOTION ON NOTICE - BURNIE BRAND**

FILE NO: 15/5/2; 944944
PREVIOUS MIN:

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

“THAT Council embrace and use the name BURNIE as a brand and declaring this as the naming rights of occupying space in this city.

- 1) The new art gallery and museum be named the BURNIE MAG or B-MAG. The name is locational, geographical, espouses the city, adds to the BURNIE brand, is paid for by BURNIE rate payers, is easier to say as an acronym and promotes the city of BURNIE where it is located. Northwest is meaningless as every city, state and country and has a northwest.***
- 2) Cradle Coast campus of the University of Tasmania renamed the BURNIE Campus for similar reasons noted above. BURNIE residents provided the land, are sacrificing their parking, are being disadvantaged in pursuing cultural pursuits (surfing); therefore, it is a simple conclusion to draw it should be BURNIE.***

This is a motion of reality, promoting BURNIE, establishing the BURNIE brand and showing pride in our city. “BURNIE Pride”, “BURNIE First”.

COUNCILLOR’S COMMENTS

Location, Location, Location is the mantra of realtors. It defines the value and importance of a particular space. It is geographical in nature, it defines a location.

BURNIE is our location, it defines us – Northwest or Cradle Coast does not define us – where are they? When Cruise ships dock here they do not dock at Northwest nor do they dock at Cradle Coast. Devonport Art gallery is was named Devonport Regional Art Gallery (not northwest nor cradle coast). Why is BURNIE saddled with carrying the meaningless, in a global perspective, the non-specific names? We are BURNIE.

BURNIE is our brand – we are not the city of makers or the city by the sea – we are BURNIE! The other terms are semi descriptive but not encompassing. People do not visit the city by the sea or city of makers, they visit BURNIE. People do not visit Clean and Green they visit Tasmania. Where this may be an exception is LA, the Big Apple, the Harbour City, Sin City, City of Churches etc; however, each location is best known by its name. But generally – these cities are known by their proper name.

The name BURNIE is of questionable repute. The name was chosen by the Directors of the VDL company in a boardroom in London and named after William BURNIE described as a

"proprietor". He was elected to the VDL Court of Directors in March 1829 and became Governor of the Court of Directors in 1836. In 1845 he was disqualified as a Director for selling his 6 shares of the Company. Neither William BURNIE nor any other member of the Board of Directors ever visited Tasmania.

Emu Bay was renamed BURNIE in 1842 but did not become official until gazetted on 3 July 1866 due to a misspelling of the name (Birnie).

Two controversial and complex matters created problems for the VDL Company: their relations with Aborigines and their own servants. Firstly, the supposed humanitarian sentiments of directors towards Aborigines are often deemed mere outward show, especially in the light of violent acts by Company personnel. After early skirmishes, with huts burnt and sheep speared, three Aborigines were killed at Ritchie's stock hut in 1827. At Cape Grim, when shepherds attempted to 'take liberties' with Aboriginal women, a convict was speared in the thigh and over one hundred sheep were killed.

After tensions over the previous killing and stock theft, the shepherds shot about 30 men, threw their bodies from a cliff and fired on their families camped on the beach below. The despicable murder of an Aboriginal woman at Emu Bay on 21 August 1829 saw Arthur thwart justice and explain away the affair under the guise of martial law and personal disputes. The period 1836–42 saw the last free group of Aborigines faced with spring-loaded guns or man traps in huts that they had habitually plundered. The sad story of Company race relations saw at least two white men and possibly 36 Aborigines killed.

Cited from **Campsite to City – A History of Burnie (1827-2000)** by Kerry Pink

In conclusion we know the following:

1. BURNIE (Birnie) is the chosen name for the settlement at Emu Bay
2. The city was named after the Governor of Directors of the VDL Company
3. William BURNIE nor did any of the Directors ever visit Tasmania
4. William BURNIE was disqualified as a Director of VDL Company in 1845
5. The VDL Company had very poor relations with the Indigenous population and are responsible for documented atrocities.

Regardless of the unremarkable naming of the city – it is what it is and it is ours! Embracing the name is the first step to branding and developing pride in the city.

GENERAL MANAGER'S COMMENTS

It is unclear how the reference to aboriginal atrocities supports the argument for the Motion.

The concept of place branding is complex, but almost every major city in the world has adopted a brand that is more than just its name. The name is not the brand. For most of the world's 7.6 billion people, the name Burnie is meaningless. With global competition for visitors, investment and resident attraction, people need a reason for visiting a place. A good local example is the new West Coast brand which seeks to provide a compelling argument for visiting that region.

It is difficult to support the suggestion that North West Tasmania is a meaningless term. Most people in the region would identify as living on the north west coast, and the regionalism of Tasmania as a defining feature of its identity is widely recognised; the most recent example being the University of Tasmania's Strategic Plan and Tasmania's Tourism Strategy. In the case of visitors, the state strategy is to promote Tasmania, then the regions and then local destinations.

Rather than adopting an either/or approach as the Motion suggests, Council might consider a both/and approach; where Burnie builds its own brand and identity but which also includes its place within the north west region; or, as in the case of both the Museum and Art Gallery and the UTAS campus, where Burnie shows leadership of the region.

In the case of cultural facilities, there has been no attempt to describe who we are as the north west region. We define ourselves by who we aren't (we are definitely not southerners, and we are different from the north), without defining who we are. Our heritage of free settlement but not landed gentry, the VDL company, mining, hydro, agriculture, global corporates establishing major manufacturing businesses, and the importance of our ports and rail is different to the rest of the state. The taming of a wild but richly productive landscape was still happening in the 1960's and 1970's, meaning that the pioneering spirit is a living, rather than an ancient, heritage.

To reduce the name of the cultural facility to the locality takes away any opportunity to tell the region's story. Why would a Devonport person be interested in their story being told in a Burnie museum? What relationship does the Hydro have to Burnie's past? How is the west coast landscape relevant to our community? How can we tell the broader indigenous story and the relationships between the various tribes of the north west? This is a case where a having the local name will debilitate the vision for the facility.

This is no different to the major cultural and educational facilities for Australia having "National" rather than "Canberra" in their title. Similarly, the major cultural facility for the State is called the Tasmanian Museum and Art Gallery, rather than the Hobart Museum and Art Gallery. A name can be expansive or limiting – in this case the proposed motion is limiting.

Similarly, Burnie has shown leadership in the region with the gift of land for the new regional university campus. This campus is not just to educate and create opportunities for Burnie residents. What does Burnie lose by hosting a regional campus? Surely we want as many young people in the region to access the university, not only for their own growth, but to contribute to our city. But again – why would a young person from Sheffield see that the Burnie campus is relevant to them?

It is true that while Burnie is an integral part of the north west story, it has its own identity and heritage (we are different to Devonport, and Circular Head and the West Coast). Whether we are residents of Burnie or the region first and foremost will depend on an individual's perspective; but one does not have to take away from the other. To steal a phase – we can think regionally and act locally. Showing leadership in the region allows our community to do both.

Alternative Motion:

“That Council embrace and use the name BURNIE where there are benefits in promoting its local identity to potential visitors, residents and investment, but to also embrace the role of regional leadership where there are benefits to the City, including the use of “North West” or “Cradle Coast” to name institutions that are designed to attract or benefit residents from across the broader region.”

COUNCIL RESOLUTION

Resolution number: MO036-20

MOVED: Cr K Dorsey

SECONDED: Cr G Simpson

““That Council embrace and use the name BURNIE where there are benefits in promoting its local identity to potential visitors, residents and investment, but to also embrace the role of regional leadership where there are benefits to the City, including the use of “North West” or “Cradle Coast” to name institutions that are designed to attract or benefit residents from across the broader region.”

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**AO045-20 MOTION ON NOTICE - RECYCLE BINS AT SPORTING AND COMMUNITY EVENTS AND VENUES**

FILE NO: 15/5/2; 944944
PREVIOUS MIN:

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

“THAT Council provide recycle bins at all sporting and community events and venues.”

COUNCILLOR’S COMMENTS

In the last couple of months I attended the Burnie Sports and Harness racing events. Neither event had recycle bins. I made mention of this previously when attending Docker games and at DFA games in Wivenhoe.

We have a Council that is mindful of our commitment to preserving our bit of the planet. In doing so we need to take all steps to reduce waste to landfill and set the standard for recycling.

All clubs and associations sell bottled water, alcohol, and soft drinks in their respective packaging (glass, aluminum and plastic). Until they develop alternative packaging for wine and top shelf items recycling is the next best thing.

Council has the bins, we should use them.

GENERAL MANAGER’S COMMENTS

This motion calling on Council to provide recycling receptacles at sporting and other community events with the intent of separating recyclables from general waste, thereby reducing the amount of waste to landfill.

Background

Council currently has a waste management strategy that outlines initiatives, goals and targets such as the overall reduction of waste to landfill, increased participation in recycling and community education and awareness around good waste management practices.

Council is currently on track to meet its target of increasing the recovery rate of recyclables from municipal waste to 40% by 2025 towards a target of 80% by 2030.

Council’s Waste Strategy aligns with the State Waste Action Plan and Cradle Coast Waste Management Group (CCWMG) Strategy.

Legislative Requirements

The State Waste Action Plan is the only legislative guideline for waste management in Tasmania, apart from general environmental management legislation.

Policy Considerations

Currently Council provides kerbside recycling collection to residential properties via a regional contract with Veolia Environmental Services. Council does not provide recycling collection to commercial properties or other sites/venues other than commercial cardboard collection.

Financial Impact

Any change in service level for recycling collection, through the provision of recycling collection to sporting and community events, would incur additional cost to Council.

Discussion

The intent of the motion on notice aligns with Council's Waste Strategy to reduce the volume of waste to landfill by increasing the recovery rate of recyclables and promoting the overall reduction of packaging and single use plastics.

Council has recycling bins that are used for its own events and are made available to community events organised by others. It is feasible that Council could supply recycling bins to the events mentioned in the Councillor's comments and other similar events. Some financial outlay for the purchase of additional recycling bins may be required depending on scope and demand.

Whilst supplying the bins is reasonably simple and affordable, the emptying of the bins would incur additional costs. A contractor, like Veolia, would need to be engaged to empty the recycling bins and take away for processing. At present, it is the event organiser, community group or sporting club that is responsible for making these arrangements and paying the costs. There is anecdotal evidence to support the notion that this cost has deterred such organisers from implementing recycling collection at their events in the past.

Another concern is how patrons use these bins. Often general waste is deposited in recycling bins contaminating the recyclables in the bin. Depending on the level of contamination, it may result in the entire contents of the bin entering the waste stream at the processing centre. Public education is the key to changing these behaviours and this is an area Council could facilitate better outcomes should it be adequately resourced to do so.

Risk

The risk of not supporting and facilitating recycling collection at public events is that a reduction of recoverables entering the waste stream and ending up in landfill will not be achieved.

The risk of supporting and facilitating recycling collection at events is an added cost burden to the organiser or possibly Council, should it opt to provide this additional service at additional cost to the organisation.

Alternative Motion:

“THAT Council officers investigate the provision of recycle bins at sporting and community events at its venues to determine the demand and cost burden of providing such a service and report back to Council for consideration prior to 2020/21 budget deliberations.”

COUNCIL RESOLUTION

Resolution number: MO037-20

MOVED: Cr K Dorsey

SECONDED: Cr D Pease

“THAT Council officers investigate the provision of recycle bins at sporting and community events at its venues to determine the demand and cost burden of providing such a service and report back to Council for consideration prior to 2020/21 budget deliberations.”

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

PUBLIC QUESTION TIME**AO046-20 PUBLIC QUESTION TIME****FILE NO: 15/5/5**

In accordance with Clause 31 of the Local Government (Meeting Procedures) Regulations 2015 Council conduct a Public Question Time.

Our Process for Public Questions

A public question must be provided to Council in writing prior to the start of the meeting. You can submit your question at any time online at www.burnie.net or complete a form at the entry to the Meeting Room.

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

There is a limit of two questions per person.

When requested please approach the microphone and state your name clearly, and then ask your question as it is written.

Council Meetings are recorded. If you do not wish to be recorded, you may choose for a Council Officer to read your question aloud for you.

Please note:

- Parliamentary Privilege does not apply at Council Meetings
- If it is not possible to answer the question at the meeting, the General Manager will provide a written answer within 10 days
- The question and answer cannot be debated
- The Mayor may refuse to accept a question

Trent Aitken of Burnie asked:

- 1) *Burnie loves having the cruise ships call in to our port, my favourite being the Norwegian Jewel and they all are a large contributor to the coasts economy. Lets say the Mayor greets 35 ships per year and it takes 3 hours per ship, this totals 105 hours per season. From a rate payers perspective, this is the equivalent to 2 and a half weeks full time work per year that our Mayor is on the wharf, that is a lot of work. Is it possible that a system could be put in place where all of Burnie's elected representative are given a regular chance to pair up and don the robe to meet our fantastic visitors, thus allowing the Mayor to focus more time on improvement of our city?*

The Mayor replied that he really enjoys the ships, he used to fear going out there and Councillor Boyd may have been the same, but it is a fantastic experience. The Mayor has missed only two or three ships this year, one this week due to other commitments,

but think it is great. Others have contributed including Councillor Boyd and I would like to thank him. Councillor Simpson and Councillor Dorsey for being there and taking my place and even being there when I am there, thank you. The obligation is on other councillors to make a choice of their own whether they would like to come along. If they do not want to come along, it is their call. I cannot force anyone to do it. The volunteers appreciate and comment on it.

- 2) *Mr Mayor, you have been elected 3 times as Burnie's Mayor, 1997, 2011 and 2018. What do you think are 3 of the biggest changes you have seen in Burnie over the past 25 plus years and what 3 changes would you like to see happen in Burnie moving forward?*

The Mayor replied that he will probably mix the answers together, but one is that this place is slowly becoming a place of choice to where people live. I made the comment last night at the University along the lines of one of the Australian Citizens that became an Australian Citizen on Australia Day is the Human Resource Manager for Ernst & Young Asia Pacific Region and she lives in Burnie. The other is guy who works for google and is the Asia Pacific Manager for Google and lives in Burnie. There are a lot of those stories around that we do not see. I think that it is important that Burnie is becoming a place of choice for people to live.

Also the changing nature of respect for education. I've lived here for 30 years and the mill was a great thing for this community but also there were a lot of impediments. People didn't have to get an education and just went there and picked up skills on the job. I think whether it is tertiary education or skills through TAFE, these are things we have to focus on and I made the comment last night that the University is one of those things that virtually is imbedded now.

The next focus for our council in our community is to try to invigorate what TAFE does before it is totally dismantled and we lose that. We have a great facility here. I think we need to crank it up and make sure that part of the education system is cranked up. What the schools are doing, the teachers are fantastic and very involved in it, the Principals in particular of our highschoools are very proud of their schools and you see that the level of pride is significant.

Place of choice, education, and self pride in our community. That is slowly turning around and I think that it is a place where we need to start beating a drum and telling people that it is a great place - not only a place where corporates drop in and move out. They are the wonderful things that are happening in this community. For a small place with 19,250 - 19,500 people, this place punches above its weight significantly. There is no other community with a population hovering around 20,000 that actually achieves what we do. I think it is a matter of the locals and us having a look and saying a lot happens here, there is a lot of potential here. It is not only this community but the whole of Tasmania. When you get 3% of the Nation's population doing what this state does is significant. It is a matter of us focussing on the fact that we are good and bat above our grade. The focus is there. Councillors around this table are always looking at improving things within our community. We do things that we necessarily wouldn't be doing as a council – a bit of economics development and those sorts of things. It is up

to the public to come to us as well with their ideas and participate. We get a small gallery here which is wonderful but it is the same people week in / week out. The opportunity is there for the public to come here and embrace what happens in this place and actually be critical and know what happens. A lot do not choose to do so. Their only communication with council is that they pay a parking fee, pay a parking fine/rates, get some information, planning permits - some get approved, some get knocked back. They are the experiences people have with their community but we do a lot more than you would expect with the budget that we do have.

I applaud what you do - you are out there commenting and getting stuff done. I was speaking with Tas Water and they commented about what you did at South Burnie and said that it was great and if you hadn't got on to them, they wouldn't have picked it up. I also applaud the gallery for being here.

COUNCIL MEETING AS A PLANNING AUTHORITY

The Mayor advised that for item AO047-20 Council is acting as a Planning Authority under the provisions of the *Land Use Planning and Approvals Act 1993*.

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

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

PLANNING AUTHORITY**AO047-20 TASMANIAN PLANNING SCHEME
DRAFT BURNIE LOCAL PROVISIONS SCHEDULE
REPRESENTATION RECEIVED AFTER END OF EXHIBITION PERIOD****FILE NO: 20/5/6-02
PREVIOUS MIN: AO015-20**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:***“THAT Council in its capacity as a planning authority under the Land Use Planning and Approvals Act 1993 –***

- 1) Agree in accordance with section 35F(2)(b) of the Act to accept the representation made by the Department of State Growth and received after the end of the exhibition period as a representation in relation to the draft Burnie Local Provisions Schedule; and***
- 2) provide the Tasmanian Planning Commission with a Supplementary report under section 35F(1) in relation to the draft Burnie Local Provision Schedule, such report to contain –***
 - a) a copy of the representation made by the Department of State Growth and received by the planning authority after the end of the exhibition period;***
 - b) a statement of the planning authority’s opinion on the merits and implication of each matter contained in the representation made on the draft BUR LPS by the Department of State Growth in accordance with the comments contained in Section 7 of this report as presented to the meeting of the planning authority held on 18 February 2020;***
 - c) an opinion that after consideration of the matters in the representation made by the Department of State Growth the planning authority is satisfied the draft BUR LPS meets the LPS criteria in section 34 for the reasons set out in the Draft Burnie Local Provision Schedule Supporting Report dated 11 October 2019; and***

-
- d) that after considering the matters in the representation made by the Department of State Growth, the following recommendations in accordance with section 35F(2)(e) in relation to the draft BUR LPS as a whole –**
- i) there is no requirement to modify the draft BUR LPS other than to correct drafting errors in the zone maps to apply the Utilities zone to all of the land within the State road casements identified on the maps published on the LIST;**
 - ii) the recommended modifications are of a kind to which section 40I of the Act applies and will therefore have no effect on the purpose, content and compliance of the draft BUR LPS as a whole;**
 - iii) the provisions of the draft BUR LPS are not inconsistent with a provision of the SPPs;**
 - iv) other than to correct an error on the BUR LPS zone maps for the application of the Utilities zone to land within a State road casement, there is no requirement for the draft BUR LPS to add to, modify, or substitute the application of an SPP provision to an area of land within the Burnie municipal area; and**
 - v) there are no matters in addition to those matters contained in the exhibited instrument for which the draft BUR LPS should, or should not contain a provision of a kind permitted by section 32.”**

2.0 SUMMARY

The purpose of this report is to recommend a response and the provision of a supplementary report to the Tasmanian Planning Commission on the merits and implications of the matters contained in a representation received by the planning authority after the end of the exhibition period for the draft Burnie Local Provisions Schedule to the Tasmanian Planning Scheme.

For completeness, this report reproduces the commentary provided in the Legislative Requirements, Policy, Financial Impact, and Risk sections of the report to the planning authority contained in the Council agenda of 28 January 2020.

New material is contained in the Background and Discussion sections.

3.0 BACKGROUND

The planning authority publicly exhibited a draft Burnie Local Provisions Schedule (BUR LPS) in the period from 21 October 2019 to 20 December 2019, and invited representations in relation to any matter in the draft LPS.

A number of representations were received during the exhibition period.

The Council considered each matter in each representation at its meeting of 28 January 2020.

A report under section 35F of the *Land Use Planning and Approvals Act 1993* was provided to the Tasmanian Planning Commission on 29 January 2020 in accordance with the decision of that meeting.

The Department of State Growth has since advised concern that matters contained in a representation said to be made on 19 December 2019 by the agency in relation to the draft BUR LPS have not been addressed by the planning authority.

The planning authority has no record of having received a representation from the agency, either during or after the end of the exhibition period.

The agency has since established that a representation dated 18 December 2019 was sent by email on 19 December 2019 to an incorrect email address, and was therefore not received by the planning authority.

The Department of State Growth provided the planning authority with a copy of the representation on 6 February 2020, and has requested that the planning authority consider the representation and advise its views and opinions to the Tasmanian Planning Commission.

4.0 LEGISLATIVE REQUIREMENTS

The following explanation was contained in the report to the meeting of the planning authority on 28 January 2020.

The relevant statutory requirements are contained in the *Land Use Planning and Approvals Act 1993*.

Section 34 requires that a draft LPS must meet the following criteria –

- a) *contain all the provisions that the State Planning Provisions (SPPs) specify must be contained in an LPS; and*
- b) *be in accordance with section 32 in relation to matters that must, may or cannot be included in the content of an LPS; and*
- c) *further the objectives set out in Schedule 1 of the Act for the resource management system of Tasmania and for the planning processes required under the Act; and*
- d) *be consistent with each State policy; and*
- e) *satisfy the relevant criteria in relation to any Tasmanian Planning Policy; and*
- f) *as far as practicable, be consistent with the Cradle Coast Regional Land Use Strategy (CCR LUS); and*
- g) *have regard to the strategic plan, prepared under section 66 of the Local Government Act 1993 for the Burnie municipal area; and*

- h) *as far as practicable, be consistent with and co-ordinated with any Local Provisions Schedule that apply to municipal areas that are adjacent to the municipal area to which the relevant planning instrument relates; and*
- i) *have regard to the safety requirements set out in the standards prescribed under the Gas Pipelines Act 2000.*

Section 35F requires that following conclusion of the exhibition period for the draft BUR LPS the Burnie planning authority must consider each of the matters in each of the representations that are relevant to the draft BUR LPS within the meaning of section 35E and provide to the Commission a report in which the planning authority must –

- a) *include a copy of each representation, if any, made under section 35E(1) in relation to the relevant exhibition documents for the draft BUR LPS during the exhibition period;*
- b) *include a copy of each representation, if any, made under section 35E(1) in relation to the relevant exhibition documents for the draft BUR LPS after the end of the exhibition period that the planning authority has determined at its discretion to receive and include;*
- c) *a statement containing the planning authority's response to the matters referred to in any LPS criteria outstanding issues notice issued by the Commission in relation to the draft BUR LPS;*
- d) *a statement of the planning authority's opinion as to the merit of each representation included under paragraph (a) or (b) in the report, including, in particular, as to –*
 - i. *whether the planning authority is of the opinion that the draft BUR LPS ought to be modified to take into account the representation; and*
 - ii. *the effect on the draft BUR LPS as a whole of implementing the recommendation; and*
- e) *a statement as to whether the planning authority is satisfied that the draft BUR LPS meets the LPS criteria; and*
- f) *the recommendations of the planning authority in relation to the draft BUR LPS, including for whether -*
 - i. *a provision of the draft BUR LPS is inconsistent with a provision of the State Planning Provisions; or*
 - ii. *the draft BUR LPS should, or should not, apply a provision of the State Planning Provisions to an area of land; or*
 - iii. *the draft BUR LPS should, or should not, contain a provision that an LPS is permitted under section 32 to contain.*

Section 35E(5) provides any matter contained in a representation is not to be taken to be part of the representation if it is in relation to a matter that -

- a) *does not relate to the contents or merits of the draft BUR LPS;*
- b) *is to the effect that a provision of the State Planning provisions should be altered; or*
- c) *is not a matter which addresses whether -*
 - i. *a provision of the draft BUR LPS is inconsistent with a provision of the SPPs;*

- ii. the draft BUR LPS should, or should not, apply a provision of the SPPs to an area of land; or*
- iii. the draft BUR LPS should, or should not, contain a provision that an LPS is permitted under section 32 to contain*

Section 35G provides that a planning authority may, as a result of any matter contained in a representation, advise the TPC that it is of the opinion that the content of a provision of the SPPs should be altered. The TPC is to provide the Minister with its advice and opinion if it considered the planning authority's suggested alteration has merit.

Section 35H provides that the TPC is to hold a hearing in relation to each of the representations made on the draft BUR LPS unless –

- a) the representation is in support of the draft BUR LPS;*
- b) the person making the representation advised the TPC that they do not wish to be heard; or*
- c) the matter is in relation to correcting an error or anomaly in the content, form, or structure of the LPS or an inconsistency between the provisions of the LPS and the provisions of any Act or policy relevant to the LPS*

Section 35J requires that after considering the report of the planning authority, the draft BUR LPS, any information obtained at the hearings, the TPC must determine whether it is satisfied that the draft BUR LPS meets the LPS criteria set out in section 34 of the Act, and whether any modification is required to the draft BUR LPS.

Section 35K requires that the public exhibition and hearing process must be repeated if significant modifications are required to the draft LPS by the TPC.

Section 35L provides that the TPC may, with the agreement of the Minister, approve a draft LPS in which event the LPS is included in the Tasmanian Planning Scheme and the TPS takes effect as the planning scheme applicable to the municipal area.

5.0 POLICY CONSIDERATIONS

An LPS is not a policy document.

An LPS is a regulatory instrument for the purpose of implementing and enforcing the relevant objectives and outcomes of strategy and policy for how land is to be used, developed and protected.

6.0 FINANCIAL IMPACT

There are no specific financial impacts associated with the provision of a response on representations made on the draft BUR LPS.

The planning authority will be required to appear at any hearing conducted by the TPC on the draft BUR LPS, and to provide any information and advice required by the TPC.

The costs of such attendance and assistance is internalised as an operational expense associated with the Council's functions and duties as a planning authority and can be accommodated within the current budget allocations.

7.0 DISCUSSION

A planning authority may accept and provide a response on a representation received after the end of the exhibition period for a draft LPS.

It is evident that the Department of State Growth had endeavoured to make a representation during the exhibition period. Transmission of that representation on 19 December 2019 to the planning authority's nominated email address was not successful.

The State agency appears to have made a typographical error in entering the email address, and the message was therefore not received by the planning authority.

It is reasonable in the circumstances to accept the representation and to provide a response to the Tasmanian Planning Commission.

The planning authority is required to provide the Tasmanian Planning Commission with –

- a) A copy of each representation made to the planning authority on the draft BUR LPS in accordance with section 35E(1) after the end of the exhibition period that the planning authority has agreed to include as matter in its report to the Commission;
- b) A statement of the planning authority's opinions on the merit of each representation received in relation to the relevant exhibition documents, including –
 - i) whether the planning authority is of the opinion the draft BUR LPS ought to be modified to take into account the representation; and
 - ii) the effect on the draft BUR LPS as a whole of implementing any recommendation to modify the draft BUR LPS;
- c) A statement as to whether the planning authority is satisfied the draft BUR LPS meets the LPS criteria; and
- d) The recommendations of the planning authority in relation to the draft BUR LPS, including for whether –
 - i) the draft BUR LPS is inconsistent with the provisions of the SPPs;
 - ii) the draft BUR LPS should or should not apply a provision of the SPPs to an area of land; or
 - iii) the draft BUR LPS should or should not contain a provision that an LPS is permitted under section 32 to contain

The representation made by the Department of State growth may be identified as **Representation No 11**.

The representation addresses matters relevant to the application of the State Planning Provision (SPP) zones to land within the Burnie municipal area

a) *Application of Agricultural zone and Rural zone to land containing a private timber Reserve*

The Department seeks an explanation for why the draft BUR LPS has not applied the SPP Rural zone to all land containing a Private Timber Reserve, noting that while the zone will apply to the majority of land subject to a PTR, there are smaller areas of land subject to a PTR to which the draft LPS applies the Agricultural zone.

Planning authority's views and opinions

A 'private timber reserve' or PTR is a mechanism available under the Tasmanian *Forest Practices Act 1985* to register and protect the exclusive use of privately owned land of not less than 5 ha for establishing, growing or harvesting timber from a native or plantation forest in accordance with the Forest Practices Code and such other activities which the Forest Practices Authority considers to be compatible with growing or harvesting timber.

Section 11(3)(a) of the *Land Use Planning and Approvals Act 1993* excludes application of the provisions in a planning scheme to the use and development for forestry operations conducted on land declared to be a PTR.

The zone applied by a planning scheme is therefore irrelevant if land declared to be a PTR is used for forestry purposes.

The Supporting Report for the draft BUR LPS provides explanation for how the draft BUR LPS has applied the SPP Rural zone and the SPP Agricultural zone to land within the Burnie municipal area in accordance with the criteria in Guideline No 1 issued by the Tasmanian Planning Commission for application of the SPP zones.

Guideline No 1 intends an LPS will apply –

- i. the Agricultural zone to land identified by the State as potentially suitable for agricultural use; and
- ii. the Rural zone to land in non-urban areas with limited or no potential for agriculture, including land set aside for existing and future forestry purposes under a legislated forest management classification.

The rural land areas respectively suitable and not suitable for agricultural use within the municipal area do not occur as a neatly defined and homogenous unit. There are small land areas embedded within each category that have the features of the other.

The draft BUR LPS takes an approach in which it seeks to apply each zone on the basis of the land areas that are in general suitable to agriculture and the areas that are not.

The approach means that there will be areas of land within the area to which the Agricultural zone applies that are for one or more reasons not suitable or available for agricultural use. Likewise, there will be small areas of land within the areas to which the Rural zone applies that may be suitable for agriculture on the criteria set out in Guideline No 1. However, the scale and intensity of such areas means it is not practical from a zone mapping or planning scheme operation perspective to isolate these lands and apply an alternate zone.

The draft BUR LPS recognises land declared as a PTR to be land that is not suitable for agriculture, and to which the Rural zone should apply. There are areas of declared PTR land that form a cohesive and identifiable large scale geographical unit, particularly in the western and southern part of the municipal area, to which the draft BUR LPS has applied the Rural zone.

There are also smaller and isolated land areas declared as a PTR located within the land areas generally suited to agriculture. The draft BUR LPS does not apply the Rural zone to these individual areas.

It is recommended that no modification be made to the draft BUR LPS to apply the Rural zone to all land declared as a Private Timber Reserve and to which the draft BUR LPS applies the Agricultural zone.

b) Identification and protection of resources under a Mining Lease or Exploration Licence

DSG advise the opportunities available under a planning scheme should be consistent with other interests in land, including for land to which a mining lease or exploration licence applies.

In this regard –

- (i) Land in CT 101004 and CT 129680/1 off Menne Road, Highclere is subject in part to Mining Lease 1929P/M.

The draft BUR LPS applies the Agricultural zone to land in CT101004/1 and the Rural zone to land in CT 129680.

It is suggested the Rural zone be applied to all the land within 1929P/M.

Planning authority's views and opinions

Practice Note 7- Draft LPS mapping : technical advice issued by the Tasmanian Planning Commission states -

“Minimise the use of zone boundaries that do not align to the cadastral parcel boundaries or road centrelines.

“Where use of other zone boundaries is necessary for planning reasons, the zone boundaries must be based on features that are identifiable on the ground. Avoid using datasets with variable spatial accuracy, currency or attribute accuracy to underpin zone boundaries (such as geology, Tasveg, threatened species, etc).”

The draft BUR LPS has set the boundary between application of the Agricultural zone and the Rural zone on the boundary between CT 101004/1 and CT 129680/1.

The boundaries of mining lease 1929P/M do not accord with the cadastre, and straddles the boundaries between CT 101004/1 and CT 129680/1.

The features of a mining lease may not be visible on the ground because the extent of mining activity may not include the whole of the site or the surface of the land.

While the lease area may be identified by a cartographic description and lease diagram, the lease is for a term commensurate with the life of the mining project and not the life of the planning scheme.

It is recommended that no modification be made to the draft BUR LPS to apply the Rural zone to that part of the land in CT 101004/1 at Highclere subject to mining lease 1919P/M and to which the draft BUR LPS applies the Agricultural zone.

- (ii) DSG advise continued access to future mineral resources and construction materials across the rural landscape is critical in supporting economic development and employment growth.

It is noted land at Hampshire and Natone to which the draft BUR LPS applies the Rural Living zone are each subject to an Exploration Licence.

In the context of these licences Mineral Resources Tasmania support reduction in the boundaries of the Rural Living zone as proposed by the draft BUR LPS.

Planning authority's views and opinions

There are a number of exploration licences application to land within the Burnie municipal area, the extent of which overlay land for which the draft BUR LPS will provide opportunity for a range of land use and development.

Section 11(3)(b) of the Act provides nothing in a planning scheme or the Tasmanian Planning Scheme affects “*a mining lease, an exploration licence, a special exploration licence, or a retention licence, issued under the Mineral Resources Development Act 1995 , provided that any mineral exploration*

carried out is consistent with the standards specified in the Mineral Exploration Code of Practice, published by Mineral Resources Tasmania, as in force from time to time"

The Act protects mining and exploration activity against the provisions of a planning scheme.

Exploration does not of itself result in a subsequent conduct of mining activity.

It would be impractical to the objectives of the planning process, and inconsistent with the pattern of established long-term opportunity for use of land, for the draft BUR LPS to restrict use and development to purposes consistent with a possible future access to minerals and other resources within a current exploration area.

The draft BUR LPS proposes minor adjustment in the boundaries of the land area at Hampshire and Natone to which the Rural Living zone applies under the current Burnie Interim Planning Scheme. The adjustment are to align zone boundaries to cadastre. Any ability to protect mining resources is coincidental.

It is recommended that no modification be made to the draft BUR LPS to apply the Rural zone to land within the municipal area that is subject to an exploration licence under the *Mineral Resources Development Act 1995* and to which the draft BUR LPS applies an alternate zone.

c) *Application of the SPP Utilities zone to land within the State road network*

- (i) Guideline No 1 requires the SPP Utilities zone be applied to all land containing a State road and identified as a road casement on the State road network map published on the LIST.

DSG identifies application of the Utilities zone to State roads in the Burnie municipal area is not in accordance with Guideline No 1 in that application of the Utilities zone is not entirely consistent with the State road casement data published on LIST.

The land excluded includes land under a bridge where the State road crosses Cam River, Cooee Creek, Emu River, and Blyth River; Mount Street from the Bass Highway to Old Surrey Road; and four (4) small areas of land along the Ridgley Highway.

DSG require that the draft BUR LPS zone map be modified to accurately apply the Utilities zone to all the land within a State road casement.

Planning authority's views and opinions

The draft BUR LPS zone map is not entirely consistent with the State road casement map, and will require correction to apply the Utilities zone to all land in the State road casement.

It is recommended that the draft BUR LPS be modified to correct drafting errors in the BUR LPS zone map and apply the Utilities zone to all of the land contained within the State Road network shown on the State road casement map published on LIST and to which the draft BUR LPS applies an alternate zone, being –

- a. those lengths of the Bass Highway where the road passes over the Cam River, Cooe Creek, Emu River, and Blyth River;
- b. the lower length of west Park Grove now forming part of the intersection with the Bass Highway;
- c. the length of Mount Street from the junction with the Bass Highway south to the junction with the Ridgley Highway;
- d. small sections of the road area adjacent to the junction with Cascade Road, Romaine;
- e. small sections of the road area adjacent to CT 124040/1, Ridgley;
- f. small sections of the road area adjacent to CT 50957/2 at the junction with Pet Road; and
- g. land in CT 6131 as part of the road area at Hampshire

(ii) DSG has indicated the Utilities zone should not apply to two small areas of land outside the State road casement at Chasm Creek -

- a. Land north of the Bass Highway acquired for road purposes by the Crown but not functionally part of the Bass Highway and not included in the State road casement be assigned instead to the Environmental Management zone.



Planning authority's views and opinions

The BIPS applies the Utilities zone.

The zone is not applicable for purposes of identifying the State road.

The land contains sections of an internal driveway servicing three existing and separate residential use on land at 3, 5 and 7 Bass Highway to which the draft BUR LPS applies the Environmental Management zone.

The access ways may be described as minor utilities, and do not qualify for application of the Utilities zone. It is not possible to otherwise provide access to the land at 3, 5 or 7 Bass Highway, and the land cannot be independently developed.

The draft BUR LPS can be modified to apply the Environmental Management zone instead of the Utilities zone

It is recommended that the draft BUR LPS be modified to apply the Environmental Management zone the land at Chasm Creek north of the bass Highway that gives access to land at 3, 5 and 7 Bass Highway and to which the draft BUR LPS applies the Utilities zone.

- b. Land south of the Bass Highway adjacent to the junction with Sea Eagle Street on CT 128752/2 was acquired for road purposes by the Crown, however, is now surplus to need and is outside the State road casement.



DSG advise the adjoining private landowner for 1-2 Sea Eagle Street (CT 116428/1) on which there is an existing single dwelling has an interest to acquire the land, and the draft BUR LPS should instead apply the General residential zone

Planning authority's views and opinions

The land forms part of a larger lot outside the State road casement and on which a section of Sea Eagle Street is constructed.

It also appears the land contains a small section of the Bass Highway construction

The current BIPS 2013 applies the Utilities zone to the land.

The part of CT 128752/2 proposed for disposal by the Crown has an area of approximately 1,200 m².

The SPP General Residential zone permits residential use and development at a density of one dwelling per 325 m² of site area. The site has potential for an additional three (3) dwellings.

The SPP General residential zone also requires all residential development must be connected to a reticulated water supply, sewerage system and stormwater system. The availability of services to the land is not known.

Preparation of the draft BUR LPS did not address an alternate zone for this part of the land in CT 128752/2; and therefore has not examined whether a change to apply the SPP General Residential zone will meet the LPS criteria.

If the zone is to be changed, then the draft BUR LPS should take a precautionary approach and apply instead the Environmental Management zone as it applies for the adjoining and larger area of elevated land above the highway.

It is recommended that the draft BUR LPS be modified to apply the Environmental Management zone to that part of CT 128752/2 which is not required for State road purposes

A further issue has been identified in relation to accuracy of the State road casement map. It appears that portions of the carriageway and verge immediately west of the junction with Sea Eagle Street may have been excluded.



Yellow shading indicates State road casement, and indicates section of the southern or west bound carriageway at Chasm Creek is not included.

8.0 RISK

The following risks are associated with providing the Tasmanian Planning Commission with a response on each of the matters contained in each of the representations made on the draft BUR LPS –

- a) The party making a representation may be aggrieved if the planning authority does not support the modifications requested to the draft BUR LPS;
- b) The TPC may require the planning authority to provide more information or to further explain its position in relation to any one or more of the matters contained in a representation;
- c) The TPC may take an alternate view to the planning authority and to the party making a representation and either reject or reverse the position stated by the planning authority;
- d) The TPC may require substantial amendments be made to the draft BUR LPS, in which event the instrument may have to be re-exhibited and the representation and hearing process repeated.

Each of these risks is inherent in the role and function of a planning authority, and in the statutory process set out for the preparation and determination of a draft Local Provision Schedule in the Tasmanian Planning Scheme.

The planning authority can mitigate the level of risk to acceptable by proper observance to the relevant statutory processes; and by taking an objective approach to the provision of its views and opinions on the matters contained in representations and in its recommendations on the future of the draft LPS.

9.0 CONSULTATION

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

ATTACHMENTS

1. Representation No 11 - Department of State Growth

COUNCIL RESOLUTION

Resolution number: MO038-20

MOVED: Cr K Dorsey

SECONDED: Cr G Simpson

“THAT Council in its capacity as a planning authority under the Land Use Planning and Approvals Act 1993 –

- 1) Agree in accordance with section 35F(2)(b) of the Act to accept the representation made by the Department of State Growth and received after the end of the exhibition period as a representation in relation to the draft Burnie Local Provisions Schedule; and***
- 2) provide the Tasmanian Planning Commission with a Supplementary report under section 35F(1) in relation to the draft Burnie Local Provision Schedule, such report to contain –***
 - a) a copy of the representation made by the Department of State Growth and received by the planning authority after the end of the exhibition period;***
 - b) a statement of the planning authority’s opinion on the merits and implication of each matter contained in the representation made on the draft BUR LPS by the Department of State Growth in accordance with the comments contained in Section 7 of this report as presented to the meeting of the planning authority held on 18 February 2020;***
 - c) an opinion that after consideration of the matters in the representation made by the Department of State Growth the planning authority is satisfied the draft BUR LPS meets the LPS criteria in section 34 for the reasons set out in the Draft Burnie Local Provision Schedule Supporting Report dated 11 October 2019; and***
 - d) that after considering the matters in the representation made by the Department of State Growth, the following recommendations in accordance with section 35F(2)(e) in relation to the draft BUR LPS as a whole –***

- i) there is no requirement to modify the draft BUR LPS other than to correct drafting errors in the zone maps to apply the Utilities zone to all of the land within the State road casements identified on the maps published on the LIST;***
- ii) the recommended modifications are of a kind to which section 40I of the Act applies and will therefore have no effect on the purpose, content and compliance of the draft BUR LPS as a whole;***
- iii) the provisions of the draft BUR LPS are not inconsistent with a provision of the SPPs;***
- iv) other than to correct an error on the BUR LPS zone maps for the application of the Utilities zone to land within a State road casement, there is no requirement for the draft BUR LPS to add to, modify, or substitute the application of an SPP provision to an area of land within the Burnie municipal area; and***
- v) there are no matters in addition to those matters contained in the exhibited instrument for which the draft BUR LPS should, or should not contain a provision of a kind permitted by section 32."***

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

Department of State Growth

4 Salamanca Place, Hobart TAS 7000
GPO Box 536, Hobart TAS 7001 Australia
Ph 1800 030 688 Fax (03) 6233 5800
Email info@stategrowth.tas.gov.au Web www.stategrowth.tas.gov.



Mr Andrew Wardlaw
General Manager
Burnie City Council
80 Wilson Street
Burnie TAS 7320

By email: burnie@burnie.net.au

Tasmanian Planning Scheme – draft Burnie Local Provisions Schedule

Dear Mr Wardlaw

Thank you for your invitation to comment on the draft Burnie Local Provisions Schedule (draft LPS). The Department of State Growth (State Growth) has reviewed the draft LPS, and supporting mapping and overlay information and believes it largely reflects a sound translation from the *Burnie Interim Planning Scheme 2013* in accordance with the Tasmanian Planning Commission's Guideline No. 1 Local Provisions Schedule (LPS): zone and code application.

However, a detailed review has highlighted a small number of issues that will require rectification or further discussion with Council officers and the Tasmanian Planning Commission, particularly in terms of ensuring the application of appropriate zoning to the State road network. I have outlined each of the issues in the attached document for your consideration.

Please do not hesitate to contact Selena Dixon, Manager Planning Policy on (03) 6166 3481 or email at Selena.Dixon@stategrowth.tas.gov.au who can arrange for relevant officers to respond to any of the matters raised in this submission.

Yours sincerely

A handwritten signature in blue ink, appearing to be "K. Evans".

Kim Evans
Secretary

18 December 2019

Attachment I. State Growth comments - draft Burnie Local Provisions Schedule

Forest Resources

The draft Burnie Local Provisions Schedule (draft LPS) has generally applied the Rural Zone to Private Timber Reserves (PTRs) across the municipality. However, a number of smaller PTRs have been zoned Agriculture in preference to the Rural Zone, see for example CT 17601/1, CT136422/1, CT136352/1 and CT136404/1.

While it is acknowledged that at least some of these PTRs do not appear to be currently used for timber production, it is proposed that the Rural Zone is better suited to land set aside for a forestry purpose such as Permanent Timber Production Zone land (PTPZL) and Private Timber Reserves (PTR) (or a future forestry purpose such as Future Potential Production Forest (FPPF) outside of the Tasmanian Wilderness World Heritage Area (TWWHA).

It is understood that the application of the Agriculture Zone on land declared as a PTR under the *Forest Practices Act 1985* will not affect the undertaking of forest operations allowed under the PTR due to the exemption under section 20 (7) of the *Land Use Planning and Approvals Act 1993*. However, it would be informative to understand Councils rationale in applying both the Agriculture and Rural zoning to PTRs.

Mineral Resources

Map number 2: Highclere

Mining lease 1929P/M contains a Level 2 quarry and is currently located in the Rural Resource Zone. The proposed zoning under the draft LPS is both Rural and Agriculture. While the status of Level 2 activities is Discretionary in the Rural and Agriculture zones based on a requirement under Section 25 of the *Environmental Management and Pollution Control Act 1994* (EMPCA), it may be appropriate to consider extension of the Rural Zone to the eastern boundary of the mining lease to reflect previous circumstances.

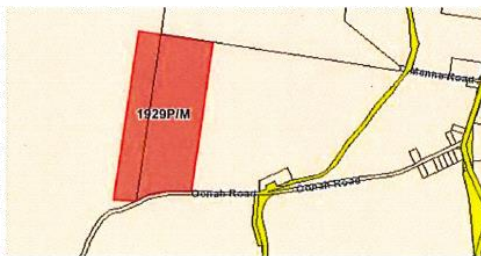


Image above indicates location of Mining Lease 1929P/M

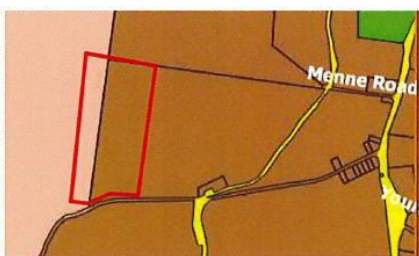


Image above indicates approximate mining lease boundary and proposed Rural & Agriculture Zones (draft LPS)

Map number 4: Hampshire

Continued access to future mineral resources and construction materials across the rural landscape is critical in supporting economic development and employment growth.

As with a number of other small settlements within the Burnie municipality, the Hampshire settlement lies within an Exploration Licence area. EL35/2006 extends over the entire settlement and EL28/2014 extends over part of the two southern Rural Living allotments (see images below). In the context of these licenses, Mineral Resources Tasmania supports a reduced application of the Rural Living Zone at this location.

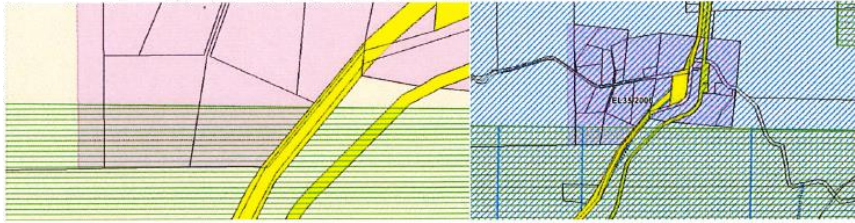


Image above indicates location of EL28/2014 in relation to the Hampshire settlement

Image above indicates location of EL35/2006 & EL28/2014 in relation to the Hampshire settlement



Image above indicates revised application of Rural Living Zone (draft LPS)

Map number 3: Natone

Consistent with commentary on the Hampshire settlement, Mineral Resources Tasmania is supportive of the reduction in the extent of the Rural Living Zone at this location due to the presence of EL6/2005.

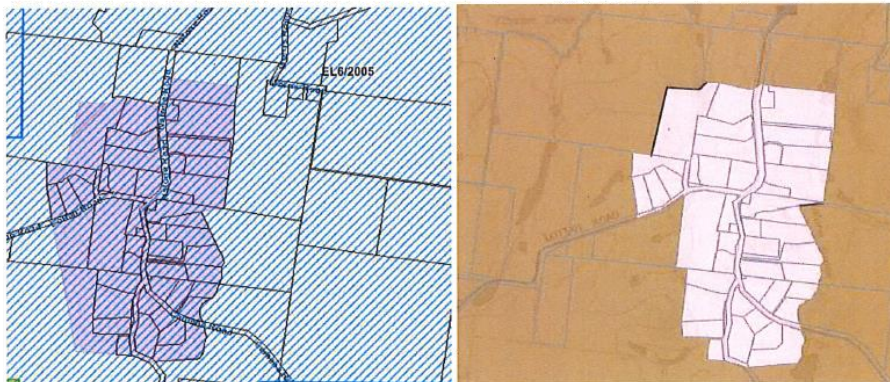


Image above indicates location of EL6/2005 and the current extent of the Rural Living Zone

Image above indicates the newly proposed extent of the Rural Living Zone (draft LPS)

State Road Network

All State Roads should be zoned Utilities in accordance with the *Guideline No. 1 – Local Provisions Schedule (LPS): zone and code application* issued by the Tasmanian Planning Commission under section 8A of the *Land Use Planning and Approvals Act 1993*. Under Zone Application Guidelines for the Utilities Zone -

UZ 1 The Utilities Zone should be applied to land that is used, or intended to be used, for major utilities infrastructure, including:

- a) *category 1, 2, 3, 4 and 5 roads as defined in the Tasmanian State Road Hierarchy published by the Tasmanian Department of State Growth;*

- b) any listed major local roads;
- c) future road corridors for major local and all State roads;
- d) energy production facilities, such as power stations, and major electricity substation facilities;
- e) waste water treatment plants; or
- f) rail corridors.

UZ 2 The application of the Utilities Zone to category 1, 2, 3, 4 or 5 roads as defined in the Tasmanian State Road Hierarchy should be based on the 'State Road Casement' layer published on the LIST.

To assist Council in drafting their LPSs, State Growth developed the State Road Casement layer, which was published on LISTmap in 2018. The intent of the State Road Casement is to clearly identify land forming part of the State road network for inclusion in the Utilities Zone.

The principles for development of the State Road Casement are as follows:

- Category 1, 2 & 3 Roads under the Tasmanian State Road Hierarchy are the priority.
- Zone boundaries are generally based on State road proclamation boundaries – this where the land is designated as a State highway or subsidiary road under the *Roads and Jetties Act 1935*, although excess land may have been acquired at the time the road was built or upgraded.
- In general the Utilities Zone is applied to the width of road reserve parcel with the following exceptions where:
 - proclamation differs to cadastral boundaries.
 - State Growth does not own the underlying land but the proclamation sits over it; 'right of user road' (fence line to fence line or other distinguishing features, 2.5m from edge of works, see section 9 of *Highways Act 1951*).
 - land surplus to the State road network is identified as suitable for divestment into private or public ownership.
 - land is identified as being required for future roadworks (proclamations for future corridors may extend onto private land).

There are a number of situations where State Growth has (often historically) acquired a larger area of land than required for a new road reserve. Ultimately, this land is not part of the functional road or the area proclaimed. Therefore, State Growth-owned land outside the Road Casement that is not part of the State Road network, is effectively sterilised for transfer to private ownership and appropriate use, due to its Utilities zoning.

Management of this excess land can place an unnecessary administrative and financial burden on the Department through, for example, leasing arrangements, general maintenance, weed management and clearing of illegal dumping, when the land otherwise has the potential to be developed for private or public use.

The State Road Casement Layer also sought to update the extent of Utilities Zone applying to the State Road network in the Interim Schemes in circumstances where State Growth had undertaken a number of road upgrades that involved land acquisitions. Frequently, these are small pieces of land alongside existing roads required for road widening, curve improvements, junction upgrades and similar, but may also include larger greenfield sites (for example, a bypass of an existing town).

A review of the draft LPS Zoning Maps indicates the zoning of the Bass Highway and other State Roads is not based on the State Road Casement as published on the LISTmap. Council's Supporting Report states the LPS will apply the State Planning Provisions (SPP) Utilities Zone on the same spatial application as the most corresponding BIPS 2013 zone for utility purposes. In some instances, this is inconsistent with the State Road Casement and is therefore contrary to Guideline No. 1.

As the submission affects all the State Road Casement along the Bass Highway and other State Roads, it is not possible to provide a comprehensive list of all affected land as part of this submission. However, several examples are provided below that are prioritised for rectification. Additional detail can be provided at the hearing as required.

| State Road Casement Issues | | |
|---|--|--|
| Location | Issue | Recommendation |
| Mount Street | Mount Street is a State Road and has not been zoned Utilities. Currently the adjacent zoning applies to Mount Street, being a mix of General Residential, Local Business and Rural Resource. This is contrary to Guideline No. 1. | To be zoned Utilities, consistent with State Road Casement |
| Ridgely Highway - Hampshire section | The Utilities Zone has not been applied at Hampshire through an area with adjacent land zoned Rural Living A. This section of Ridgely Highway has been zoned Rural Living A which is contrary to Guideline No. 1. | To be zoned Utilities, consistent with State Road Casement |
| Bass Highway: Cam River Bridge Cooee Creek Bridge Emu River Bridge Blyth River Bridge | The Utilities Zone has not been applied to the Bass Highway where it crosses Cam River, Cooee Creek, Emu River and Blyth River. These sections have been zoned Environmental Management. This is contrary to Guideline No. 1. | To be zoned Utilities, consistent with State Road Casement |
| Bass Highway, Chasm Creek CT 87055/5 | Parcel acquired for road purposes but not functionally part of the Bass Highway and not included in State Road Casement. The parcel has been zoned Utilities but could be zoned Environmental Management. | To be zoned Environmental Management |
| Sea Eagle Street, Chasm Creek Part of CT 128752/2 | Part of State Growth-owned parcel adjoining General Residential land at Sea Eagle Street, Chasm Creek (shown in red below). The Utilities Zone has been applied but the land is located outside the State Road Casement. An adjoining landowner has made application to purchase a portion of the parcel and State Growth is interested in divesting itself of the land. There is to be no access permitted along its frontage due to Limited Access restrictions and proximity to the Bass Highway junction. Due to existing lack of access and the lack of ability to gain access in the future, this land is only suitable for sale to an adjoining owner, and would need to be consolidated with the adjoining owner's existing title. | Part of CT 128752/2 to be zoned General Residential |



CORPORATE AND BUSINESS SERVICES**AO048-20 ANNUAL PLAN 2019-2020 PROGRESS REPORT**

FILE NO: 4/13/5
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 2019-2020 Annual Plan progress report to 31 December 2019.”

2.0 SUMMARY

The Annual Plan is prepared as part of the Budget Estimate process, and is required under the *Local Government Act 1993*:

71. Annual plan

- (1) A council is to prepare an annual plan for the municipal area for each financial year.*
- (2) An annual plan is to –*
 - (a) be consistent with the strategic plan; and*
 - (b) include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan; and*
 - (c) include a summary of the estimates adopted under section 82; and*
 - (d) include a summary of the major strategies to be used in relation to the council's public health goals and objectives.*

The Annual Plan is part of a larger strategic planning framework.

Strategic Planning Framework

Section 76 of the *Local Government Act* requires Council to have a Strategic Plan.

Making Burnie 2030 is the long term community strategic plan that was developed by Council in strong partnership with the community in 2011 and reviewed in 2016. The plan is

well supported across the community and many sectors have a role to play in working toward the objectives of the plan.

Making Burnie 2030 has six Future Directions.

Council’s *Corporate Plan* identifies its primary responsibilities under Making Burnie 2030. It also includes a seventh Future Direction which is specific to leadership responsibilities of Council.

| | |
|--------------------|---|
| Future Direction 1 | An attractive place to live, work and play |
| Future Direction 2 | An inclusive and healthy community |
| Future Direction 3 | A centre for information, knowledge and learning |
| Future Direction 4 | A secure, innovative and diverse economy |
| Future Direction 5 | A natural and built environment that is respected and cared for |
| Future Direction 6 | A regional hub |
| Future Direction 7 | An engaging and accountable leadership focused on a strong future |

Council reports always commence by referencing the matter to an objective and strategy from the Corporate Plan.

The long term, medium term and short term components and accountabilities of the Strategic Planning Framework are demonstrated in the following diagram:

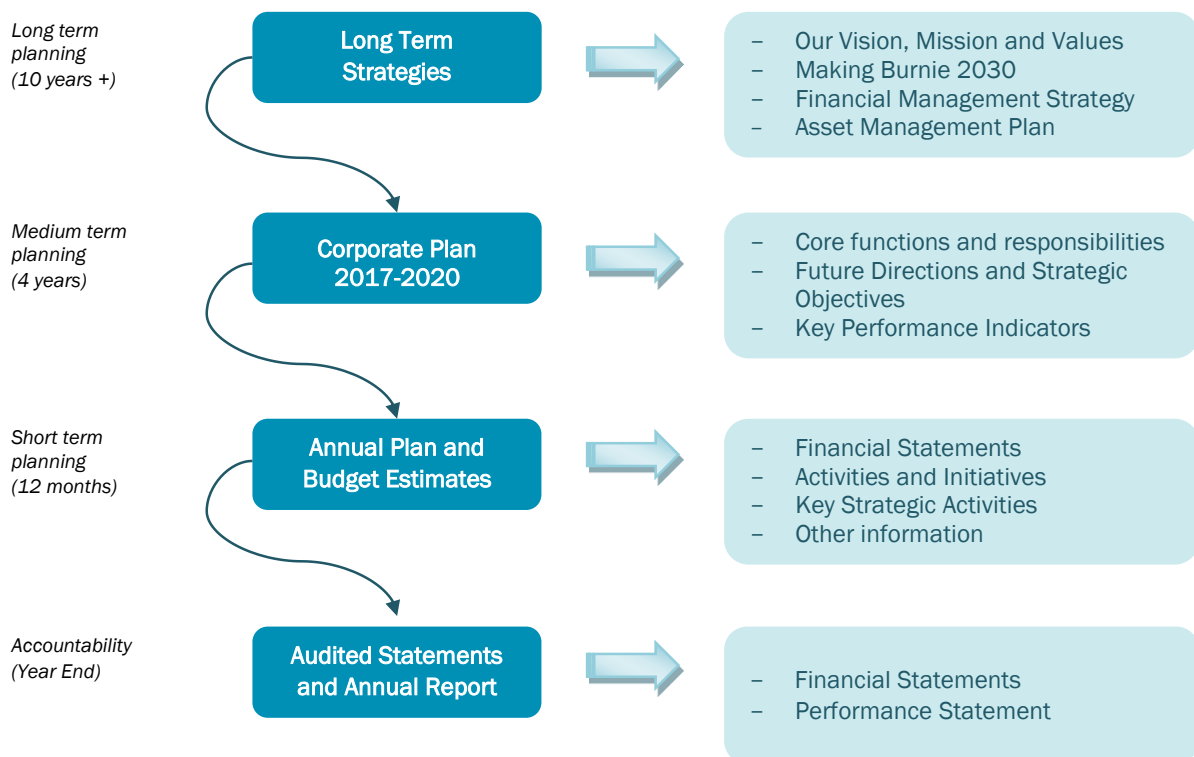


Fig 1: **Strategic Planning Framework.** Source: Annual Plan and Budget Estimates 2019-20

Annual Plan

The *Annual Plan and Budget Estimates* (APBE) is a comprehensive document developed by Council each year outlining both long and short term strategies and objectives. The Council adopted the 2019-20 APBE on 25 June 2019.

Council's *Annual Plan Actions* (contained in Appendix F of the APBE) details those short term actions which Council will endeavour to undertake throughout the year perform its core responsibilities as a Council and to contribute toward the objectives of the community strategic plan Making Burnie 2030 in which it has a direct role.

The **attached** report is a quarterly Progress Report of the **Annual Plan**.

ATTACHMENTS

1 [↓](#) Quarterly Report Annual Plan Oct - Dec 2019

COUNCIL RESOLUTION

Resolution number: MO039-20

MOVED: Cr C Lynch


SECONDED: Cr T Brumby

"THAT Council note the 2019-2020 Annual Plan progress report to 31 December 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



BURNIE
CITY COUNCIL


Burnie City Council

Quarterly City Plan

Period: 01/10/19 - 31/12/19

Quarter: December

V3.2.1



interplan[®]

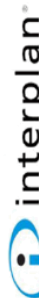
QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 1.1 A range of vibrant, safe and attractive community spaces.

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|--|--|---|-------------------------------|-------------|------------|------------|
| STRATEGY: Create and maintain a range of welcoming and attractive spaces across the municipality that foster a sense of community, belonging and pride. | | | | | | |
| 1.1.1.1 | Review playground infrastructure and utilisation, and develop a strategy to prioritise investment and renewal. | Review of a number of reserves underway. Project associated with this action has not progressed past the planning stage. Neighbourhood parks development plan prepared. To be discussed with Council and include in forward works programs. To progress a community conversation to test the proposal (as part of a broader community engagement program of Council). | Technical Services | In Progress | 01/07/2018 | 30/06/2021 |
| 1.1.1.2 | Develop a park development plan for Edwin Place Reserve in consultation with the community. | Consultation plan being developed. Infrastructure needs assessment carried out to identify base level infrastructure needs for Neighbourhood parks. To be discussed with Council. Once this occurs, will progress a consultation process with residents in the neighbourhood. | Technical Services | In Progress | 01/07/2018 | 30/06/2020 |
| 1.1.1.3 | Undertake activities to develop a community precinct at Wivernhoe South. | Working to develop appropriate storage spaces for CED. CED working with various interest groups. Proposal to rezone the land to community purposes. | Works and Services Management | In Progress | 01/07/2019 | 30/06/2021 |



February 12, 2020

Page 2 of 50

Burnie City Council
QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

Objective: 1.2 A community that celebrates and participates in its arts, culture and heritage.

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|--|---|---|---------------------------------|---------|------------|------------|
| STRATEGY: 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. | | | | | | |
| 1.2.1.1 | Build the BAFC Subscription Season by maintaining subscribers, developing the sponsorship base and seeking ongoing funding from Arts Tasmania. | A new application has been submitted to Arts Tasmania, and we will find out mid September on this. Unfortunately this application was not successful and a phone meeting has been set up to discuss our application. | Burnie Arts and Function Centre | Ongoing | 01/07/2013 | 30/06/2020 |
| 1.2.1.2 | Continue to develop initiatives at the BRAG for young audiences. | Young Audiences and young adults are the focus of many BRAG programs - early years, school holiday programs, free family Fridays and after school programs that are often in association with BCC Youth Officer. Two projects planned in the first half of 2020: Film-making using smart phones and tablets for young people in association with Project O and Wearable Art Workshops with young adults, 22 June 2020 in association with paper on skin festival. | Burnie Regional Art Gallery | Ongoing | 01/07/2012 | 30/06/2020 |
| 1.2.1.3 | Integrate various community arts groups into the Subscription Season program. | Burnie Musical Society, Encore Performing Arts School and Reflexions Dance Studio will all be a part of next year's season. | Burnie Regional Art Gallery | Ongoing | 01/07/2013 | 30/06/2020 |
| 1.2.1.4 | Maintain the Arts for the Community program which focuses on community involvement in arts. | Multiple projects delivered and also in planning for the next six months. The Miners Trail community theatre project delivered to five venues and including people from the northwest November 2019 in collaboration with Arts for the community program and DolMaur Productions, Burnie. | Burnie Regional Art Gallery | Ongoing | 01/07/2013 | 30/06/2020 |
| 1.2.1.5 | Expand the Arts Unearthed, Art for Community program to include theatre skills learning for youth and adults. Meetings with MMG about continuing sponsorship for outreach programs to remote communities and within BRAG. | Multi-year funding has been approved by MMG management for 2019 - end 2021. Tutor engaged from Queenstown to deliver early years and school holiday programs on the west coast in 2020. Second of three-year funding received from MMG Rosebery for Arts Unearthed, Arts for the Community projects. | Burnie Regional Art Gallery | Ongoing | 01/07/2015 | 30/06/2020 |

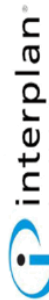
QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 1.2 A community that celebrates and participates in its arts, culture and heritage.

| Actions | | Progress Comments | Business Activity | Status | Start Date | Comp Date |
|--|---|--|-----------------------------|-------------|------------|------------|
| STRATEGY: 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. | | | | | | |
| 1.2.1.6 | Prepare selected works from the Gallery's Permanent Collection, to include in a merchandise strategy to increase awareness of, and promote, the Gallery's Collection. | This action has not yet been achieved, however the Gallery has completed documenting its painting for updating on the database. It is hoped the Gallery will upgrade its collections database to be on the same system as the museum. These steps will assist the Gallery to produce merchandise based on its collection. The major hurdle is obtaining the appropriate permissions and copyright to reproduce images. A review of the collection cataloging system is underway and will include licence to reproduce information. | Burnie Regional Art Gallery | Not Started | 01/07/2015 | 30/06/2020 |
| 1.2.1.7 | Support and strengthen engagement with Ten Days on the Island. | 30/8/2019 Currently developing proposal for TDOTI Board and Council's consideration 29/11/19 Finalising agreement with TDOTI 23/12/19 TDOTI has advised it is unable to proceed with proposal | CED Management | Ongoing | 01/07/2019 | 30/06/2020 |
| 1.2.1.8 | Implement public art projects. | Repairs commissioned for Wayne Hudson benches in Cattle Street and West Beach completed in February 2020. Maintenance schedule prepared for Stephen Walker Pageant of Time bronze sculpture in Wilson Street. Discussions in progress regarding work in Oakley Park. | Burnie Regional Art Gallery | In Progress | 01/07/2019 | 30/06/2020 |
| 1.2.1.9 | Develop concept plan, costings and business case for a Cultural Precinct and advocate for State Government funding. | 30/8/2019 Currently engaging architect 29/11/19 Initial Concept Design (30% stage) received for review by Council 23/12/19 Concept Design (50% stage) received for review by Council. Submission made to Tasmanian State Budget. | CED Management | Not Started | 01/07/2019 | 30/06/2020 |



February 12, 2020

Page 4 of 50

Burnie City Council
QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

Objective: 1.2 A community that celebrates and participates in its arts, culture and heritage.

| Actions | | Business Activity | Status | Start Date | Comp Date |
|---|--|-----------------------------|-------------|------------|------------|
| STRATEGY: <i>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.</i> | | | | | |
| 1.2.1.10 | Participate in Australian Research Council (ARC) Linkage Social Impact of Regional Arts research project with QUT. | Burnie Regional Art Gallery | In Progress | 01/07/2019 | 30/06/2022 |
| First meetings with QUT Researchers 25/11/2019. Interviews with Director CED, Events and Director BRAG. Also Telephone conference with artistic coordinator of Paper on Skin and informal meeting with CEO and Artistic Director of Ten Days on the Island Festival. Meeting schedule for 2020 distributed. Researchers will be in Burnie for the Paper on Skin Gala 19 June 2020. | | | | | |

| Actions | | Business Activity | Status | Start Date | Comp Date |
|---|--|-----------------------|-------------|------------|------------|
| STRATEGY: <i>Facilitate and support open community events that embrace our values and celebrate our place.</i> | | | | | |
| 1.2.2.1 | Facilitate the Burnie Shines program of arts, events, performances and exhibitions during October. | Marketing and Events | In Progress | 01/07/2013 | 30/06/2020 |
| 1.2.2.2 | Facilitate the Night on the Terrace New Year's Eve celebration as a community building event. | Marketing and Events | Completed | 01/07/2013 | 30/06/2020 |
| 1.2.2.3 | Plan for and hold Kids in the Park as an open event that celebrates children and young families. | Marketing and Events | Not Started | 01/07/2013 | 30/06/2020 |
| 1.2.2.4 | Explore opportunities for new events for Burnie. | Marketing and Events | Not Started | 01/07/2017 | 30/06/2020 |
| 1.2.2.5 | Deliver Bite and Brew events. | Marketing and Events | In Progress | 01/07/2019 | 30/06/2020 |
| 1.2.2.6 | Develop and deliver a Street Art Festival. | Community Development | In Progress | 01/07/2019 | 30/06/2020 |
| Planning in progress for Oct 2019 event in Civic Plaza. Proposal discussed at Council workshop on 22 October 2019. The locations, artists and festival entertainment has been identified and the process of locking stakeholders in to a budget is underway. | | | | | |

| Actions | | Business Activity | Status | Start Date | Comp Date |
|---|--|-------------------|--------|------------|-----------|
| STRATEGY: <i>Support projects and initiatives that promote our cultural heritage and history through a variety of formats.</i> | | | | | |

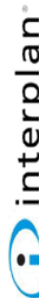
Burnie City Council
QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

Objective: 1.2 A community that celebrates and participates in its arts, culture and heritage.

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|---|---|----------------------------|-------------|------------|------------|-----------|
| STRATEGY: Support projects and initiatives that promote our cultural heritage and history through a variety of formats. | | | | | | |
| Progress Comments | | | | | | |
| 1.2.3.1 Continue to deliver public programs at the Burnie Regional Museum that encourage repeat visits and community involvement. | Several public programs will be run during the month of October to celebrate Burnie Shines. These programs tie in with the temporary exhibition Landmarks: A photographic journey of local icons. They include a Kids' Workshop: X Marks the Spot! on Wednesday 9th October. Participants are invited to explore map-making and create their own map of real or imagined landmarks to take home. On Wednesday 23rd October, the BRM will host a lunchtime talk Landmarks of the North-West: A Tasmanian Aboriginal Perspective, with a guest speaker from the Tasmanian Aboriginal Centre. Throughout October, the BRM will invite the public to share their favourite landmarks on the BRM Facebook page, with stories and photos of places in the North-West that hold special meaning to them. | Burnie Regional Museum | Ongoing | 01/07/2013 | 30/06/2020 | |
| 1.2.3.2 Continue to implement a range of feature exhibitions at the Burnie Regional Museum. | The exhibition entitled Landmarks: A Photographic Journey of Local Icons opened on 10 May 2019 and will be on display until July 2020. The exhibition explores the unique locations that have captured the imagination of travelers far and wide. | Burnie Regional Museum | Ongoing | 01/07/2013 | 30/06/2020 | |
| 1.2.3.3 Update interpretation in permanent and semi-permanent exhibition spaces at the Burnie Regional Museum. | Due to the recent plans for a redeveloped North West Museum & Gallery, upgrades to the permanent and semi-permanent exhibition spaces will now be minimal until an exhibition designer is engaged for the new project. | Burnie Regional Museum | In Progress | 01/07/2015 | 30/06/2020 | |
| 1.2.3.4 Update interpretation in semi-permanent exhibition spaces at Makers' Workshop. | 30/8/2019 Capital works budget allocation made for update of interpretation spaces. | Visitor Information Centre | Not Started | 01/07/2019 | 30/06/2020 | |

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|---|--|-------------------|--|--------|------------|-----------|
| STRATEGY: Support civic events within the community. | | | | | | |
| Progress Comments | | | | | | |



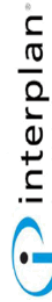
QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 1.2 A community that celebrates and participates in its arts, culture and heritage.

| Actions | | Progress Comments | | Business Activity | | Status | Start Date | Comp Date |
|---|--|---|--|--------------------------|--|---------|------------|------------|
| <p>STRATEGY: Support civic events within the community.</p> <p>1.2.4.1 Provide support to civic events such as Australia Day Celebrations, Anzac Day, Remembrance Day and Volunteers Events.</p> | | <p>Support was provided to RSL for Remembrance Day in November. The Australia Day Ceremony was held on 26 January at the Burnie Arts and Function Centre, with guest artists Shane Howard, and speaker Robyn Moore. Of particular note was the inclusion of the Tasmanian Aboriginal Centre Welcome to Country for the first time. Australia Day is supported through the special committee 'Burnie Australia Day Special Committee'. Plans are underway for support to the RSL for Anzac Day in April.</p> | | Strategic and Governance | | Ongoing | 01/07/2013 | 30/06/2020 |



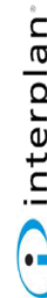
QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 1.3 A community that promotes and values its broad range of quality leisure, recreational and sporting opportunities.

| Actions | | Progress Comments | | Business Activity | | Status | Start Date | Comp Date |
|---|--|--|--|-------------------------|--|-------------|------------|------------|
| STRATEGY: Maintain and develop recreational and sporting facilities to encourage greater participation and sporting opportunities. | | | | | | | | |
| 1.3.2.1 | Develop a sports database. | This project was completed and the Sports Club Directory is now maintained on www.burnie.net for public access. | | Business and Recreation | | Completed | 01/07/2016 | 30/06/2020 |
| 1.3.2.2 | Develop plans for a future Sports Stadium. | 30/8/2019 Working Group membership finalised. First meeting to be held 25/9/2019 27/9/2019 First meeting held. Each stakeholder group compiling needs for their sport. 29/11/19 Second meeting held. now developing concept brief for 6 court stadium 23/12/19 Engaging a recreational planner to firm up scope of facility | | CED Management | | Not Started | 01/07/2019 | 30/06/2020 |



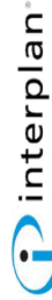
QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 1.4 An innovative range of accommodation and residential options addressing all the needs of the community.

| Actions | Progress Comments | Business Activity | Status | Start Date | Comp Date |
|---|--|-----------------------------|----------------|-------------------|-------------------|
| <p>1.4.1.1 Explore opportunities to support affordable housing programs and retirement living developments.</p> | <p>A retirement living concept has been included in the Town Centre Master Plan. Council has been in discussions with aged care providers around future retirement living developments.</p> <p>11/8/17 Work is proceeding on drafting of an Aged Care Prospectus.</p> <p>30/6/2018 Meeting to be held with Youth Accommodation Service providers in early July to explore opportunity for collaborative project</p> <p>28/9/2018 Housing Tasmania currently updating the Housing Strategy. Housing Tasmania have advised work is progressing on affordable and support housing for young people in Burnie.</p> <p>15/3/2019 Premier announced \$10 million in funding for Youth Foyer Accommodation Project. Site to be announced shortly.</p> <p>29/11/19 Department has advised it is still working through identifying a preferred site for the youth facility.</p> | <p>Economic Development</p> | <p>Ongoing</p> | <p>01/07/2013</p> | <p>30/06/2020</p> |



QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 1.5 A vibrant and progressive central business district.

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|--|---|--|--------------------------|-------------|------------|------------|
| STRATEGY: Continue to invest in renewal of the CBD as a vibrant, attractive and cohesive retail and business hub. | | | | | | |
| 1.5.1.1 | Undertake a review of the Street Dining By-law. | Tasks outlined and timeframes scheduled. Initial workshop discussion with councillors held on 2 April 2019. Council resolution made at April Meeting for intention to make a by-law. Proceeding with drafting by-law and preparation of Regulatory Impact Statement. Following public comment period in Nov-Dec 2019, Council resolved to make the new by-law in Jan 2020. By-law to be sealed, certified and gazetted. | Strategic and Governance | In Progress | 01/11/2018 | 31/10/2020 |
| 1.5.1.2 | Explore opportunities to relocate the Burnie Farmers Market to CBD. | A number of sites have been identified and letters sent out to neighbouring areas seeking feedback on proposed locations. The locations have been considered and the decision is to leave the Burnie Farmers Market at its current location at Wivenhoe. | Community Development | Completed | 01/07/2019 | 30/06/2020 |
| 1.5.1.3 | Promote the Local Traders Marketing Program. | 30/8/2019 Local traders program promoted through Media Release, Council social media and Business Northwest 27/9/2019 Two applications approved - Halloween event and Excellence Awards 29/11/19 Three applications approved for Christmas Promotions. Report to December meeting of Council to establish Burnie Promotions Committee 23/12/19 New promotions Committee to be established through Business North West. Local Traders program to be dissolved. | CED Management | Ongoing | 01/07/2019 | 30/06/2020 |

Burnie City Council
Quarterly City Plan (December 19/20)

Quarterly City Plan

Objective: 1.7 A road transport system that meets the needs of the community and supports the wider region.

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|---|---|--|--------------------|-------------|------------|------------|
| STRATEGY: Maintain the efficiency and safety of the local road network. | | Progress Comments | | | | |
| 1.7.1.1 | Undertake a road safety audit of the urban road network and develop a plan of action to address deficiencies. | Review of crash data has occurred as part of blackspot program review. Register of traffic and safety issues being developed for inclusion in a forward road strategy. Traffic committee has a summary list of issued identified through customer contact and officer investigation. Annual Budget allocation provided to address issues as they arise. Framework for review process developed and list of candidate projects collated. Officers to review and populate forward works program. | Technical Services | In Progress | 01/07/2012 | 30/06/2020 |
| 1.7.1.2 | Actively participate in the implementation of the Tasmanian Freight Strategy. | Council received a presentation from key agencies involved in the implementation of the State Integrated Transport Strategy. 25/7/17 Further workshop held with infrastructure Tasmania 08/12/2017 Tasports has advised that it hopes to release long term plan for Burnie Port in first quarter of 2018 28/9/2018 Burnie Port Master Plan released by Tasports. 31/5/2019 Tasmanian Freight Survey, Burnie to Hobart Freight Corridor Strategy and Western Tasmanian Export Corridor Plan reviewed and key issues/opportunities presented to Murchison General Managers. Funding announcements for Bass Highway west of Wynyard and new Burnie Port Shiploader during 2019 Federal election match regional priorities identified in these studies. 29/11/19 The Federal Government has announced that funding for infrastructure has been brought forward. | CED Management | Ongoing | 01/07/2016 | 30/06/2020 |

Burnie City Council
QUARTERLY CITY PLAN (December 19/20)

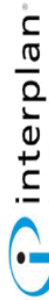
Quarterly City Plan

Objective: 1.7 A road transport system that meets the needs of the community and supports the wider region.

| Actions | | Business Activity | Status | Start Date | Comp Date |
|--|---|--------------------|-------------|------------|------------|
| STRATEGY: <i>Maintain the efficiency and safety of the local road network.</i> | | | | | |
| 1.7.1.3 | Work with the Department of State Growth to develop a plan to improve the appearance of the Bass Highway reservation, eastern approach to the City. | Technical Services | In Progress | 01/07/2016 | 30/06/2020 |
| <p>Contact has been made with the Department of State Growth (DSG) and issues identified. Awaiting DSG to come back to Council with a proposal. Further contact made April 2017 on this matter and meeting planned for July 2017 with local DSG officers. DSG have advised plans to remove pine trees from the Roundhill areas, over time. Funds allocated for first stage of works this financial year. Works progressed from Dec 2017. Further discussion to occur as DSG engages with Council. DSG looking at weed management on seaward side of highway - Wivenhoe. BCC to work cooperatively with DSG when scope of works developed. Awaiting DSG to progress dialogue. DSG have progressed weed management activities and pine tree removal at Round Hill and Wivenhoe (early 2019). To work through a management regime with GSG and DM roads - Council to engage with DSG.</p> | | | | | |
| 1.7.1.4 | Progress a concept design for a roundabout at the intersection of Futuna Avenue and West Park Grove and seek funding opportunities for the project. | Technical Services | Not Started | 01/07/2019 | 30/06/2021 |

| Actions | | Business Activity | Status | Start Date | Comp Date |
|---|---|---------------------|---------|------------|------------|
| STRATEGY: <i>Manage the creation and regulation of controlled parking spaces to provide convenience and accessibility.</i> | | | | | |
| 1.7.2.1 | Provide and manage use of publicly accessible shared parking spaces to service multiple destinations within the CBD and on other Council sites in accordance with Council's Parking Policy. | Compliance Services | Ongoing | 01/07/2019 | 30/06/2020 |

| Actions | | Business Activity | Status | Start Date | Comp Date |
|---|---|----------------------|-------------|------------|------------|
| STRATEGY: <i>Advocate for adequate public transport services to meet community needs within Burnie and improve efficiencies.</i> | | | | | |
| 1.7.3.1 | Maintain an engagement with the CEO of Metro Tasmania on an annual basis. | Executive Management | Not Started | 01/07/2014 | 30/06/2020 |

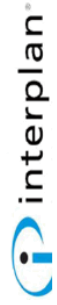


Burnie City Council **QUARTERLY CITY PLAN** (December 19/20)

Quarterly City Plan

Objective: 2.1 Well-developed health infrastructure and programs respond to and meet regional needs.

| Actions | | Business Activity | Status | Start Date | Comp Date |
|---|---|--------------------------|---------------|-------------------|------------------|
| STRATEGY: Continue to advocate for Burnie to be the north west centre for health services. | | | | | |
| 2.1.1.1 | Maintain an engagement with the Minister for Health on an annual basis. | CED Management | Completed | 01/07/2013 | 30/06/2020 |
| | 26/3/2019 Minister for Health has been invited to a Workshop of Council in third quarter of the year 29/11/19 Minister attended a Workshop to brief Council on relocation of Rehabilitation Beds. Minister to provide regular updates to Council on future changes. | | | | |



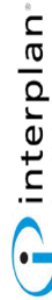
Burnie City Council
QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

Objective: 2.2 The importance of physical and emotional wellbeing is valued and actively adopted by the community.

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|--|---|--|-------------------------|-------------|------------|------------|
| STRATEGY: Facilitate a suite of family-focused activities that promote well-being and healthy lifestyles. | | | | | | |
| 2.2.1.1 | Run the Burnie Ten and 321Go children's footrace event. | Burnie Ten and 321Go | Business and Recreation | Completed | 01/07/2013 | 30/06/2020 |
| 2.2.1.2 | Run the Burnie Challenge as an annual event. | The Burnie Challenge has been scheduled for March. | Business and Recreation | In Progress | 01/07/2013 | 30/06/2020 |

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|---|---|--|----------------|---------|------------|------------|
| STRATEGY: Encourage community-driven initiatives that focus on developing healthier lifestyles and improved emotional wellbeing. | | | | | | |
| 2.2.2.1 | Assist in development and implementation of a Local Drug Action Plan. | The Community Action Plan has been completed and submitted to the Alcohol and Drug Foundation for assessment. 6/2/2019 Services and Organisation training will be held 25-26 March 2019. Planning is underway for parent training. 8/7/2019 Parent Training is scheduled to be held on 8, 15, 22, 29 August 2019. Planning is underway for Parent Training to support the roll-out of RULER at Burnie Primary School. The Local Drug Action Team is currently developing a new Community Action Plan. 2/10/2019 Parent Training was held 8, 22, 29 August and 5 September. Work on a new Community Action Plan is continuing. 30/8/2019 New Working group formed. Council CDO participating. | Burnie Works | Ongoing | 01/07/2017 | 30/06/2020 |
| 2.2.2.2 | Participate in the North West Suicide Prevention trial. | | CED Management | Ongoing | 01/07/2001 | 30/06/2021 |



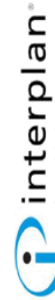
Burnie City Council
QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

Objective: 2.3 A place where everyone feels accepted and participates freely in community activities.

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|---|--|--|-------------------------|-------------|------------|------------|
| STRATEGY: Promote the improvement of equal access across various types of barriers that prevent participation. | | | | | | |
| 2.3.1.1 | Explore a partnership program that provides opportunities for young people to participate in an activity of their choice where affordability is a limiting factor. | | Business and Recreation | Not Started | 01/07/2012 | 30/06/2020 |
| 2.3.1.2 | Implement the Building Bridges program. | 30/8/2019 In final stage of recruiting program coordinator. 27/9/2019 Program coordinator commenced. Flyer for Job Seekers produced. Launch event and Community campaign being organised. 29/11/19 Launch event and first networking event conducted. 23/12/19 Further two networking events held in December. | CED Management | Ongoing | 01/07/2019 | 30/06/2020 |
| 2.3.1.3 | Implement the Stronger Places Stronger People program. | 30/8/2019 "Learning Circle" held and outcomes distributed. All parties to signal their intention to participate by 13 September. Collaboration and Funding agreement being drafted. 27/9/2019 Draft Collaboration Agreement received and response provided. All parties have signalled intent to be part of the initiative. 29/11/19 Invitation to Enter into Funding Agreement accepted. Meeting with all state agencies arranged for 12 December. Individual tele-meetings held with each agency. Currently exploring Investment Reform with Department. 23/12/19 Meeting held with State Government agencies. Funding received. Staff for Backbone Team recruited. | CED Management | Ongoing | 01/07/2019 | 30/06/2020 |
| 2.3.1.4 | Implement the Regional Employment Trial. | 29/11/19 Training component of RET to commence 9 December. Job placements to commence in mid-January. 23/12/19 Training component delivered. Planning job placements for participants. | CED Management | Ongoing | 01/07/2019 | 30/06/2020 |

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|---|--|-------------------|--|--------|------------|-----------|
| STRATEGY: Support initiatives aimed at improving social outcomes by removing barriers to participation in learning and employment opportunities. | | | | | | |



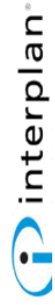
QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 2.3 A place where everyone feels accepted and participates freely in community activities.

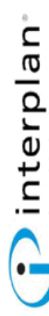
| Actions | Progress Comments | Business Activity | Status | Start Date | Comp Date |
|---|---|------------------------------|----------------|-------------------|-------------------|
| <p>STRATEGY: Support initiatives aimed at improving social outcomes by removing barriers to participation in learning and employment opportunities.</p> <p>2.3.2.1 Partner with service clubs and agencies to identify projects that will target special needs in the community.</p> | <p>Working with representatives from Care Beyond Cure to work on building Compassionate Communities. The aim is to promote and integrate social approaches to dying, death and bereavement in the everyday life of individuals and communities.</p> <p>Working with Umina Park on Seniors Week 2019, assisting with holding an Art & Craft Exhibition of the nursing home residents and also a part of the initial stages of opening something similar to a 'Dementia Cafe' at the Umina Park site.</p> | <p>Community Development</p> | <p>Ongoing</p> | <p>01/07/2013</p> | <p>30/06/2020</p> |



Quarterly City Plan

Objective: 2.3 A place where everyone feels accepted and participates freely in community activities.

| Actions | Business Activity | Status | Start Date | Comp Date |
|--|---|----------------|-------------------|-------------------|
| <p>STRATEGY: Support initiatives aimed at improving social outcomes by removing barriers to participation in learning and employment opportunities.</p> <p>2.3.2.2 Work with our community through a Collective Impact Framework to remove obstacles that prevent participating in opportunities for training and employment.</p> | <p>Burnie Works</p> <p>11/8/17 Exploring opportunities for a coordinated jobs pathway program through Department of Employment and State Government's Training and Work Pathways program.</p> <p>29/09/2017 Work has commenced to form a Local Drug Action Team to develop a Community Action Plan for a preventative campaign around substance abuse in the workplace</p> <p>29/9/2017 Burnie selected as a pilot site to develop a Suicide Prevention program across the community</p> <p>08/12/2017 The Director of Community and Economic Development has been invited to be a member of the Suicide Prevention Working Group</p> <p>21/12/2017 The Department of Employment has advised it will partner with Burnie to implement a pilot Jobs Pathway program for young people.</p> <p>21/12/2017 The Department of Social Services has expressed an interest in partnering with Burnie to pilot a Data Exchange program</p> <p>31/03/2018 The Department of Social Services held an Ideas Exchange Workshop in late March under the Try test and Learn Fund to develop responses to Mature Age Unemployment</p> <p>27/04/2018 The first LDAT Working Group meeting held. To focus Community Plan on raising Emotional Intelligence of school students and their families.</p> <p>30/6/2018 Waiting on release of Grant Guidelines by DSS. North West region has been announced as a region for Regional Employment Trial.</p> <p>Discussions being held with Dept. Jobs and Small Business for Youth Employment Pathways Project.</p> <p>Working with services and schools to complete plan to role out RULER emotional intelligence program in schools and community.</p> <p>28/9/2018 DSS Funding program delayed due to change of Minister. LDAT funding application successful.</p> <p>8/7/2019 Burnie Works is currently undertaking a</p> | <p>Ongoing</p> | <p>01/07/2013</p> | <p>30/06/2020</p> |



QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

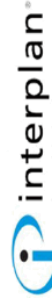
Quarterly City Plan

Objective: 2.3 A place where everyone feels accepted and participates freely in community activities.

| Actions | | Business Activity | | | Start Date | Comp Date |
|--|--|---|----------------|--|------------|------------|
| STRATEGY: Support initiatives aimed at improving social outcomes by removing barriers to participation in learning and employment opportunities. | | Progress Comments | | | Status | Comp Date |
| | | partnership exploration process with DSS and the State Government for Stronger Places, Stronger People, which would provide backbone funding and support to Burnie Works. | | | | |
| | | 2/10/2019 Burnie Works is participating in the joining up process for Stronger Places, Stronger People with the Department of Social Services (Commonwealth). Burnie Works has completed progress mapping and participated in a Learning Circle with partners, with work currently underway on a Collaboration Agreement. | | | | |
| 2.3.2.3 | Provide support to local and regional events that provide positive social and economic benefits to Burnie. | 27/9/2019 Working closely with organisers of Paper on Skin for the 2020 event. Support provided for Buskers Festival in February 2020. 29/11/19 Support provided for National Archery Championships | CED Management | | Ongoing | 30/06/2020 |

| Actions | | Business Activity | | | Start Date | Comp Date |
|---|---|---|-----------------------|--|-------------|------------|
| STRATEGY: Promote volunteerism as a lifestyle choice. | | Progress Comments | | | Status | Comp Date |
| 2.3.3.1 | Acknowledge the role of volunteers and their contribution towards social capital and community wellbeing by coordinating the Volunteers Awards every two years (due 2020-21). | The Volunteer Awards will next be held in 2020-21. | Community Development | | Not Started | 30/06/2021 |
| 2.3.3.2 | Host a Volunteers Thank You event. | The third annual volunteer thank you dinner was held at the Town Hall on Saturday 24 August. Ms Penny Egan CEO of Cancer Council was guest speaker. Approximately 100 people attended including volunteers from VIC, Cruise ships, BRM, BRAG, Burnie Challenge, Burnie 10, 321 GO, Dream BIG. | Community Development | | Completed | 30/06/2020 |

| Actions | | Business Activity | | | Start Date | Comp Date |
|---|--|-------------------|--|--|------------|-----------|
| STRATEGY: Promote inclusiveness and participation within identifiable groups. | | Progress Comments | | | Status | Comp Date |



QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 2.3 A place where everyone feels accepted and participates freely in community activities.

| Actions | | Business Activity | Status | Start Date | Comp Date |
|---|---|--|---------------|-------------------|------------------|
| STRATEGY: Promote inclusiveness and participation with in identifiable groups. | | | | | |
| 2.3.4.1 | Implement the Youth Development Strategy. | Implementation of the Youth Strategy is underway, stakeholders and Council are collaborating and working groups are being built as well as various projects underway that include young people. | In Progress | 01/07/2017 | 30/06/2021 |
| 2.3.4.2 | Develop activities with the local aboriginal community to support the aims of Reconciliation Australia. | 30/8/2019 First meeting with TAC organised for 4/9/2019 27/9/2019 Draft signature block received from TAC. Workshops on culture, language and dual naming scheduled for February and March 2020. Third flag pole erected. Activities being organised. TAC introduced to Building Bridges Coordinator. | Ongoing | 01/07/2019 | 30/06/2020 |

| Actions | | Business Activity | Status | Start Date | Comp Date |
|--|---|---|---------------|-------------------|------------------|
| STRATEGY: Assist those who assist the community | | | | | |
| 2.3.5.1 | Facilitate engagement between Councillors and at least one community group per quarter. | A list of community groups has been created for 2019/2020. Engagement with community groups during the 19-20 year has included: Jul - Sep 2019: Friends of the Burnie Penguins, Emu Valley Rhododendron Garden Oct - Dec 2019: Samuel Johnson (Love Your Sister), Ten Days on the Island Jan - Mar 2020: Apr - Jun 2020: | Not Started | 01/07/2013 | 30/06/2020 |

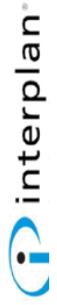
Burnie City Council
QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

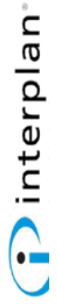
Objective: 3.2 The education providers work together and are responsive in meeting the learning needs of the community.

| Actions | Business Activity | Status | Start Date | Comp Date |
|---|-----------------------|----------------|-------------------|-------------------|
| <p>STRATEGY: <i>Promote learning pathways.</i></p> <p>3.2.1.1 Facilitate collaboration between education providers to strengthen learning pathways.</p> | <p>CED Management</p> | <p>Ongoing</p> | <p>01/07/2013</p> | <p>30/06/2020</p> |
| <p>08/09/2017 Following advice from TasTafe, work has commenced on a sub-regional Workforce Development Plan to provide strategic direction to education and training providers.</p> <p>15/9/2017 Working with CCA on proposal to Skills Tasmania to develop a Regional Workforce Development Plan</p> <p>29/9/2017 Proposal on RWDP submitted to Skills Tasmania</p> <p>20/10/2017 Proposal lodged but now advised a funding application will need to be made to Skills Tasmania</p> <p>08/11/2017 Working Group being established to develop funding application. Gap Analysis being undertaken to identify opportunities for funding</p> <p>31/3/2018 Education and training entities from across the region currently completing a survey of workforce initiatives</p> <p>27/4/2018 Most education and training providers have completed Survey.</p> <p>30/6/2018 Waiting for completion of Regional Futures Plan to complete application for funding for Workforce Development Plan.</p> | | | | |

| Actions | Business Activity | Status | Start Date | Comp Date |
|---|-------------------|--------|------------|-----------|
| <p>STRATEGY: <i>Encourage opportunities that optimise the use of assets and resources for education.</i></p> | | | | |



| Objective: | Progress Comments | Business Activity | Status | Start Date | Comp Date | |
|---|--|--|-----------------------|----------------|-------------------|-------------------|
| <p>3.2 The education providers work together and are responsive in meeting the learning needs of the community.</p> | <p>3.2.2.1 Implement the progressive stages under the Heads of Agreement with UTAS on the land at West Park.</p> | <p>Survey work has been completed and conveyancing work under way to consolidate the two titles to the south of the rail line. 30/7/2017 Final consolidation of the titles will require the issuing of a permit for a new Campus development. 08/12/2017 Fortnightly meetings held with project team regarding the proposed development 31/1/2018 UTAS have advised a new Project team has been formed to progress a Development Application for the new campus 27/4/2018 Organising for representatives from UTAS to brief Aldermen on current status of the Campus development 30/6/2018 DCED part of Working Group to assist in selection of architect. DA expected to be lodged last quarter of 2018. UTAS attending Workshop in early July to discuss proposed solution for relocation of Band Rooms. 28/9/2018 Council has agreed in-principle to lease new band room facility from UTAS and sub-let to bands. UTAS have provided initial concept design for West Park campus to Aldermen and to Working Group 31/12/2018 DA submitted for West Park development. Working with UTAS team to develop alternative location for band facilities. 26/3/2019 Working with UTAS to resolve issues of carparking 28/3/2019 Meeting with UTAS held and an agreed way forward developed 31/5/2019 Permit granted for West Park campus, working group commencing 30/8/2019 Working Group meeting on a regular basis. A number of issues have been resolved. 29/11/2019 Revised DA being advertised. Design and Construct tender to be called for Bands facility. Covered carports for students to be installed soon. Subdivisions and new title will be able to proceed once this work is completed.</p> | <p>CED Management</p> | <p>Ongoing</p> | <p>01/07/2013</p> | <p>30/06/2020</p> |



Burnie City Council

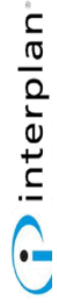
QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

Objective: 3.2 The education providers work together and are responsive in meeting the learning needs of the community.

| Actions | | Business Activity | Status | Start Date | Comp Date |
|---|---|-------------------|--------|------------|-----------|
| STRATEGY: Encourage opportunities that optimise the use of assets and resources for education. | | | | | |
| | Council running an EOI process on King Street Carpark after receiving proposal from UTAS for further student accommodation. 23/12/2019 EOI Process completed. Proceeding with drafting Sale Agreement with UTAS. | | | | |

| Actions | | Business Activity | Status | Start Date | Comp Date |
|--|--|-------------------|---------|------------|------------|
| STRATEGY: Encourage partnerships between education providers and industry that ensures training is matched to the employment needs of the region. | | | | | |
| 3.2.3.1 | Support the development of BIG educational / business events. | Burnie Works | Ongoing | 01/07/2014 | 30/06/2020 |
| | 8/7/2019 Up Close and BIG with Ginna Webster is scheduled to be held on 30 July 2019. 8/10/2019 Up Close and BIG with Bess Clarke 4 June 2019 and Up Close and BIG with Mark Littler was held on 16 September 2019. | | | | |



Burnie City Council
QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

Objective: 3.3 The community is engaged in education and values learning from the early years and throughout life.

| Actions | | Progress Comments | | |
|--|-----------|-------------------|------------|---|
| Business Activity | Status | Start Date | Comp Date | |
| 3.3.1.1 Actively participate with UTAS on Science Week activities. | Completed | 01/07/2017 | 30/06/2020 | |
| | | | | 8/7/2019 Burnie City Council is providing support for MakerX Burnie on Sunday 18 August 2019 11:00am - 3:00pm at the Burnie Arts and Function Centre, during National Science Week. |

| Actions | | Progress Comments | | |
|---|---------|-------------------|------------|--|
| Business Activity | Status | Start Date | Comp Date | |
| 3.3.3.1 Provide support to the Dream Big project being undertaken by local schools introducing children to careers in local industry. | Ongoing | 01/07/2013 | 30/06/2020 | |
| | | | | 8/7/2019 Jobs Brainstorming sessions were held with schools in Term 1-2. Natone, Cooe, Montello and Havenview are currently participating in business visits. 2/10/2019 2019 Business Visits are complete, with planning for 2020 commencing in Term 4. |

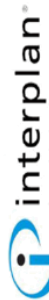
QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 3.4 Our community is skilled and able to manage change and meet global, regional and local challenges.

| Actions | Progress Comments | Business Activity | Status | Start Date | Comp Date |
|--|--|-----------------------|----------------|-------------------|-------------------|
| <p>STRATEGY: Advocate for access to relevant professional development and up-skilling opportunities.</p> <p>3.4.2.1 Advocate for extension of associate degree, under-graduate and post-graduate offerings at the Cradle Coast Campus that are relevant to the region's industry needs.</p> | <p>Council and other stakeholders have developed an MoU for the future development of pre-degree courses at West Park. The uncapping of associate degree places was announced by the Liberal Party during the Federal Election and confirmed in the Federal budget. UTAS has developed a number of associate degrees for the 2017 year. 29/9/2017 Submission made to the UTAS Green Paper on Reimagining and Revitalising Communities through Higher Education 17/11/2017 UTAS to participate in the development of a Regional Workforce Development plan. 31/3/2018 Each of the seven UTAS colleges currently completing RWDP Survey. 28/9/2018 The UTAs Vice Chancellor provided an update on work to date on expanding north west offerings at a Workshop on 25 September. 31/12/2018 Pro Vice Chancellor David Adams announced new degree courses to be operating from Cradle Coast campus at Council's AGM 26/3/2019 Potential new courses have been discussed with UTAS 29/3/2019 Work has commenced on an application to Skills Tasmania to fund a RWDP due by 30 April 31/5/2019 Application by Cradle Coast Authority for RWDP unsuccessful 30/8/2019 Working with University College to explore courses around renewable energy and Collective Impact 29/11/2019 UTAS is currently exploring a suite of regionally-distinctive courses which would be place-based, leveraging the strengths of the North-West, and align with workforce requirements. This includes 30 courses and 10 short courses.</p> | <p>CED Management</p> | <p>Ongoing</p> | <p>01/07/2013</p> | <p>30/06/2020</p> |
| <p>3.4.2.2 Work with University College and TAFE to develop courses to build capacity of Local Government and Community.</p> | | <p>CED Management</p> | <p>Ongoing</p> | <p>01/07/2019</p> | <p>30/06/2021</p> |



February 12, 2020

Page 24 of 50

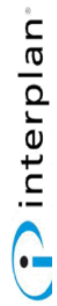
Burnie City Council

Quarterly City Plan

QUARTERLY CITY PLAN (December 19/20)

Objective: 3.4 Our community is skilled and able to manage change and meet global, regional and local challenges.

February 12, 2020



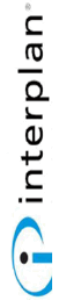
Page 25 of 50

Burnie City Council **QUARTERLY CITY PLAN** (December 19/20)

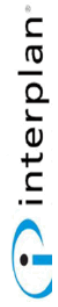
Quarterly City Plan

Objective: 4.1 A globally competitive business community, focused on the development of niche and premium products.

| Actions | | Progress Comments | Business Activity | Status | Start Date | Comp Date |
|--|---|---|--------------------------|---------------|-------------------|------------------|
| STRATEGY: Support the growth of the Burnie economy through the principles of the Burnie Economic Development Strategy and the Settlement and Investment Strategy. | | | | | | |
| 4.1.1.1 | Support new and expanding businesses through the application of the Assistance to Industry and Business Policy. | 30/8/2019 Business assistance provided as per policy | Economic Development | Ongoing | 01/07/2013 | 30/06/2020 |
| 4.1.1.2 | Explore opportunities to drive strategic outcomes from the CBD Masterplan and Settlement and Investment Strategy. | 27/9/2019 Working Group to be formed to explore specific projects for the Town Centre | Economic Development | Not Started | 01/07/2018 | 30/06/2020 |



| Burnie City Council | | QUARTERLY CITY PLAN (December 19/20) | | | |
|---------------------|---|--------------------------------------|--------|------------|-----------|
| Quarterly City Plan | | Business Activity | Status | Start Date | Comp Date |
| Objective: | 4.3 A five-star visitor experience on the edge of adventure. | Progress Comments | | | |
| STRATEGY: | Promote Burnie as a hub for a diverse range of tourism experiences within the region. | Actions | | | |



Burnie City Council
Quarterly City Plan (December 19/20)

| Objective: | Actions | Progress Comments | Business Activity | Status | Start Date | Comp Date |
|--|--|--|----------------------|-----------|------------|------------|
| 4.3 A five-star visitor experience on the edge of adventure. | <p>STRATEGY: Promote Burnie as a hub for a diverse range of tourism experiences within the region.</p> <p>4.3.1.1 Develop a Cruise Ship Strategy.</p> | <p>Council is working with a small statewide working group to develop a strategy to attract more cruise ships to Tasmania. Council is also working with the Cradle Coast Authority to develop a strategy to increase the number of shorex visitations and to secure support from regional councils towards cruise ship visitation. Tourism Tasmania has conducted a survey of cruise ships visitors over the summer season to inform further development of the state cruise ship market.</p> <p>30/7/2017 Motion for regional funding model to support cruise ships forwarded for consideration at CCA Rep's meeting</p> <p>1/8/2017 Major survey of visitor trends released by State Government</p> <p>11/8/2017 Tourism Tasmania to hold a north west stakeholders forum prior to commencement of next season</p> <p>15/9/2017 Tourism Tasmania holding a Workshop on infrastructure/product development in late September</p> <p>29/9/2017 Regional Workshop conducted by Tourism Tasmania</p> <p>17/11/2017 Draft workshop summary circulated and response made</p> <p>31/3/2018 Council officers have worked with CCA to develop a paper for presentation to other regional Councils benefiting from cruise ship visitation.</p> <p>27/4/2018 CCA Paper now being circulated to other regional councils</p> <p>30/6/2018 CCA Reps meeting voted against regional contributions for Cruise Ships</p> <p>31/12/18 Draft Action Plan developed with key stakeholders in response to statewide Review of Cruise Shipping.</p> <p>15/3/2019 Action Plan workshopped with councillors. Meeting held with TasPorts reviewing shuttle bus arrangements.</p> <p>30/8/2019 Action Plan endorsed by Council and</p> | Economic Development | Completed | 01/07/2015 | 30/06/2020 |

Burnie City Council

Quarterly City Plan

Objective: 4.3 A five-star visitor experience on the edge of adventure.

Actions

STRATEGY: Promote Burnie as a hub for a diverse range of tourism experiences within the region.

4.3.1.1 Develop a Cruise Ship Strategy.

Council is working with a small statewide working group to develop a strategy to attract more cruise ships to Tasmania. Council is also working with the Cradle Coast Authority to develop a strategy to increase the number of shorex visitations and to secure support from regional councils towards cruise ship visitation. Tourism Tasmania has conducted a survey of cruise ships visitors over the summer season to inform further development of the state cruise ship market.

30/7/2017 Motion for regional funding model to support cruise ships forwarded for consideration at CCA Rep's meeting

1/8/2017 Major survey of visitor trends released by State Government

11/8/2017 Tourism Tasmania to hold a north west stakeholders forum prior to commencement of next season

15/9/2017 Tourism Tasmania holding a Workshop on infrastructure/product development in late September

29/9/2017 Regional Workshop conducted by Tourism Tasmania

17/11/2017 Draft workshop summary circulated and response made

31/3/2018 Council officers have worked with CCA to develop a paper for presentation to other regional Councils benefiting from cruise ship visitation.

27/4/2018 CCA Paper now being circulated to other regional councils

30/6/2018 CCA Reps meeting voted against regional contributions for Cruise Ships

31/12/18 Draft Action Plan developed with key stakeholders in response to statewide Review of Cruise Shipping.

15/3/2019 Action Plan workshopped with councillors. Meeting held with TasPorts reviewing shuttle bus arrangements.

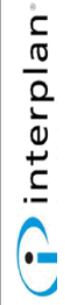
30/8/2019 Action Plan endorsed by Council and

Economic Development

Completed

01/07/2015

30/06/2020



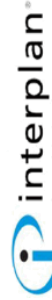
QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 4.3 A five-star visitor experience on the edge of adventure.

| Actions | Progress Comments | Business Activity | Status | Start Date | Comp Date |
|---|--|-----------------------|--------------------|-------------------|-------------------|
| <p>STRATEGY: Promote Burnie as a hub for a diverse range of tourism experiences within the region.</p> <p>4.3.1.2 Assist the implementation of the Burnie Destination Action Plan.</p> | <p>sent to Tourism Tasmania and other stakeholders</p> <p>11/8/2017 Report to August meeting endorsing DAP and the establishment of a Leadership Group.</p> <p>15/9/2017 First meeting of DAP Leadership Group. To focus on building the ten top Burnie attractions</p> <p>29/9/2017 Survey underway to identify 10 top Burnie visitor attractions</p> <p>20/10/17 Application lodged under regional Jobs and Investment Program to complete Waterfront Eastern Promenade</p> <p>17/11/2017 DAP leadership Group have identified 10 major attractions. Needs analysis to be conducted on brand alignment, infrastructure, marketing and promotion, and customer service. Group to also explore development of entry points and major highway signage</p> <p>08/12/2017 DAP Leadership Group undertaking interviews of 10 major attractions</p> <p>31/3/2018 DAP Leadership Group are focussing on highway signage at its key focus for funding</p> <p>30/6/2018 Meeting held with State Growth. To develop proposal for highway signage for submission to Department.</p> <p>28/9/2018 Currently working on design for signage which can be incorporated into a regional design.</p> | <p>CED Management</p> | <p>In Progress</p> | <p>01/07/2017</p> | <p>30/06/2020</p> |



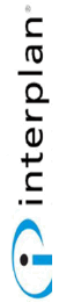
QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 4.4 The City of Makers renowned for its niche industries, speciality manufacturing and artisanship.

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|---|--|----------------------|--|-------------|------------|------------|
| Progress Comments | | | | | | |
| STRATEGY: Develop initiatives that strengthen the Makers of Burnie brand and align with the Tasmanian brand. | | | | | | |
| 4.4.1.1 | Work with Steering Committee to deliver Paper on Skin. | Marketing and Events | | Not Started | 01/07/2019 | 30/06/2020 |



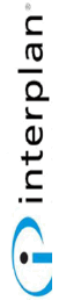
QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 5.1 Our natural resources are protected and enhanced.

| Actions | Progress Comments | Business Activity | Status | Start Date | Comp Date |
|--|---|--|--------------------|-------------------|-------------------|
| <p>STRATEGY: Assist in the sustainable use of natural resources including agricultural land, forests, minerals, water, air and natural landscapes.</p> <p>5.1.2.1 Use the Burnie Local Provisions Schedule in the Tasmanian Planning Scheme to recognise land with inherent value for agriculture, forestry and mineral production, water catchment and storage, and as scenic and landscape areas.</p> | <p>Ongoing operational requirement to recognise land with inherent value for agriculture, forestry and mineral production, water catchment and storage and as scenic and landscape areas.</p> | <p>Development Services - Management</p> | <p>In Progress</p> | <p>01/07/2019</p> | <p>30/06/2020</p> |

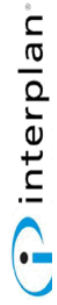


Burnie City Council
QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

Objective: 5.3 A strong level of participation and collaboration in community based environmental protection and conservation groups.

| Actions | Progress Comments | Business Activity | Status | Start Date | Comp Date |
|--|--|------------------------------|----------------|-------------------|-------------------|
| <p>STRATEGY: Support communities that care for and protect our environment.</p> <p>5.3.1.1 Support community environmental groups such as Friends of Little Penguins, Bushwatch, Burnie Coastal Care Group, Upper Natone Reserve Committee, Friends of Fernglade, and Clean Up Australia.</p> | <p>Assisting the Friends of Burnie Penguins with their Penguin Rehab Project, this will ensure that all birds requiring water proofing or fitness exercise will remain in Burnie and not have to be transferred to Hobart. Assisting the new coordinator of the Cooeee to Camdale Coastcare in setting up procedures for volunteers and assisting with grant applications.</p> <p>Environmental groups are included in a group email in which regular information about funding/grants is sent out. Assistance is provided to these groups with applying for funding grants.</p> | <p>Community Development</p> | <p>Ongoing</p> | <p>01/07/2013</p> | <p>30/06/2020</p> |



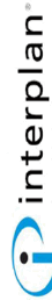
QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 5.4. A region that is energy, water and waste efficient.

| Actions | | Business Activity | Status | Start Date | Comp Date |
|--|---|--|-------------|------------|------------|
| STRATEGY: Support the State and regional strategies in waste reduction. | | | | | |
| 5.4.3.1 | Identify beneficial and cost effective re-use options for green waste collected at the Burnie Waste Management Centre. | Negotiated incorporation of chipped greenwaste in to Dulverton Waste management composting operation (DWM facilities transport) . A small residual to be retained for BCC operations. Management regime embedded and working satisfactorily. | Completed | 01/07/2019 | 30/06/2021 |
| 5.4.3.2 | Review Food Organics Garden Organics (FOGO) service delivery model and costs assumptions in concert with the Cradle Coast Waste Management Group. | Discussion paper has been considered by Council in a workshop setting. Further discussions have occurred with CCWVG in regard to a communication / education strategy on FOGO. Council will determine a position once feedback comes from the CCWVG. | In Progress | 01/07/2019 | 30/06/2021 |



QUARTERLY CITY PLAN (December 19/20)

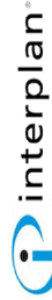
Burnie City Council

Quarterly City Plan

Objective: 5.5 A built environment that is valued, reflects our past and embraces our future.

| Actions | | Progress Comments | | Business Activity | | Status | Start Date | Comp Date |
|--|--|---|--|-------------------|------------|--------|------------|------------|
| <p>STRATEGY: <i>Ensure the use and development of land enables communities to provide for their social, economic and cultural well-being and for their health and safety, while maintaining the potential for land to meet reasonably foreseeable needs, without risk to the life supporting capacity of land, air and water.</i></p> | | | | | | | | |
| 5.5.1.1 | Use the Burnie Local Provision Schedule within the Tasmanian Planning Scheme to apply zone and other controls that will provide for the sustainable use and development of land. | Ongoing operational requirement to recognise use and development of land enables communities to provide for their social, economic and cultural well-being and for their health and safety, while maintaining the potential for land to meet reasonably foreseeable needs, without risk to the life supporting capacity of land, air and water. | Development Services - Land Use Planning | In Progress | 01/07/2019 | | | 30/06/2020 |

| Actions | | Progress Comments | | Business Activity | | Status | Start Date | Comp Date |
|--|--|--|--|-------------------|------------|--------|------------|------------|
| <p>STRATEGY: <i>Ensure the form and layout of settlement provides attractive, convenient, efficient, healthy, pleasant and safe urban and rural places in which people live, work or visit.</i></p> | | | | | | | | |
| 5.5.2.1 | Use the Burnie Local Provision Schedule within the Tasmanian Planning Scheme to apply zone and other controls in relation to the form and layout of settlements. | Ongoing operational requirement to ensure the form and layout of settlement provides attractive, convenient, efficient, healthy, pleasant and safe urban and rural places in which people live, work or visit. | Development Services - Land Use Planning | In Progress | 01/07/2019 | | | 30/06/2020 |



QUARTERLY CITY PLAN (December 19/20)

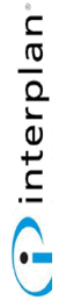
Burnie City Council

Quarterly City Plan

Objective: 6.1 Burnie is the community and commercial services centre for the broader North-West region.

| Actions | | Business Activity | Status | Start Date | Comp Date |
|--|---|--------------------------|---------------|-------------------|------------------|
| STRATEGY: Promote Burnie as an attractive investment choice. | | | | | |
| 6.1.1.1 | Develop an Investment Prospectus for the CBD, subject to grant funding. | Economic Development | In Progress | 01/07/2016 | 30/06/2020 |
| 21/12/2017 Council currently progressing an initiative to assist in consolidating preferred development sites identified in CBD Masterplan | | | | | |

| Actions | | Business Activity | Status | Start Date | Comp Date |
|--|--|--------------------------|---------------|-------------------|------------------|
| STRATEGY: Maintain and enhance key community facilities that serve the broader region for cultural recreational and community purposes. | | | | | |



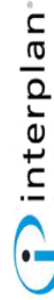
QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 6.1 Burnie is the community and commercial services centre for the broader North-West region.

| Actions | Progress Comments | Business Activity | Status | Start Date | Comp Date |
|---|---|-----------------------------|----------------|-------------------|-------------------|
| <p>6.1.2.1 Explore the potential for Burnie to become a pre-pilot test site for new government programs and services.</p> | <p>21/12/2017 Burnie has been invited to consider being a pilot test site for Data Exchange Platform with DSS</p> <p>21/12/2017 Department of Employment has advised it will partner with Burnie to roll out a pilot employment pathways program for young people</p> <p>31/3/2018 Department of Social Services are seeking to make Burnie a national pilot for initiatives to address mature age unemployment</p> <p>30/6/2018 Waiting on Grant Guidelines to be released by DSS. Working with Dept. Jobs and Small Business to develop Youth Employment Pathways project.</p> <p>31/12/18 DSS has advised that they are waiting on sign off by the Minister on a national pilot which is expected in January</p> <p>31/12/18 Council advised of success in an application for transport and training program for school leavers under Regional Employment Trial</p> <p>15/3/2019 Council offered and accepted Contract of \$250,000 for a Mature Age Job Seekers initiative</p> <p>26/3/2019 Federal and State Governments in final negotiations for Stronger Places Stronger People initiative to be rolled out in Burnie</p> <p>29/3/2019 Federal Government has confirmed funding for Stronger Places Stronger People</p> <p>31/5/2019 Working through process with Commonwealth and State Governments to progress Stronger Places program</p> <p>30/8/2019 Discussions with Commonwealth and State Governments and UTAS occurring regarding Placed Based Funding and Systems reform</p> <p>27/9/2019 Presentation to be made to Tasmanian Government Heads of Agencies in early October</p> <p>23/12/19 Further work undertaken on Systems and Funding Reform with both Federal and State governments.</p> | <p>Economic Development</p> | <p>Ongoing</p> | <p>01/07/2012</p> | <p>30/06/2020</p> |



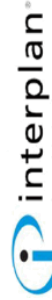
Burnie City Council
QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

Objective: 6.2 Effective, efficient and integrated transport linkages service and connect Burnie with the state, region and world.

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|--|--|----------------------|--|---------|------------|------------|
| STRATEGY: Advocate for retention of a regular air passenger and freight service from Burnie to the mainland and to King Island. | | Executive Management | | Ongoing | 01/07/2013 | 30/06/2020 |

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|---|---|----------------------|--|---------|------------|------------|
| STRATEGY: Advocate for the planning and development of strengthened strategic transport linkages to other major centres in the region. | | Economic Development | | Ongoing | 01/07/2012 | 30/06/2020 |
| 6.2.3.1 Advocate for the development of a long-term plan for the Bass Highway link between Burnie and Wynyard. | <p>The Joint Councils' forum identified the Bass Highway between Rocky Cape and Wiltshire as the highest priority project for the further development of the Bass Highway. A submission was made under the state Major Roads Fund for funding to undertake this work. An announcement was made in the 2016 Federal election for funding towards a study on the Burnie-Wynyard section of the Bass Highway.</p> <p>11/8/2017 The Department of State Growth has advised it is working with the Federal government in developing a brief for the Project.</p> <p>30/6/2018 Funding for Bass Highway west of Burnie announced as part of State Budget and Braddon By-election</p> <p>28/9/2018 DSG currently undertaking investigation of options for Bass Highway between Cooeee and Wynyard.</p> <p>26/3/2019 State Government has engaged GHD to develop plan of works for \$100 million investment in Bass Highway west of Wynyard</p> <p>29/3/2019 First Working Group meeting to be held 16 April</p> <p>31/5/2019 Planning workshop and community consultation underway</p> <p>23/12/19 Masterplan for Bass Highway released. Design for Cooeee to Doctors Rocks now being completed.</p> | | | | | |



Burnie City Council

QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

Objective: 6.3 The City provides leadership and works collaboratively on regional strategic issues.

| Actions | | Business Activity | | | Status | Start Date | Comp Date |
|---|---|--|--|-----------|------------|------------|-----------|
| STRATEGY: Encourage initiatives to promote regional cooperation for both regional benefits and maximising efficiencies. | | Progress Comments | | | | | |
| 6.3.2.1 | Meet at least annually with the Cradle Coast Authority to maintain dialogue on matters of regional significance. | CCA Chairperson and CEO attended workshop with councillors on 24.9.2019. | Executive Management | Completed | 01/07/2013 | 30/06/2020 | |
| 6.3.2.2 | Provide technical tasks and support services in school and community based immunisation programs to adjacent municipal districts under resource sharing arrangements. | Burnie City Council conducts school based immunisation programs in schools within the Burnie, Waratah Wynyard, Circular Head and West Coast municipal areas. | Land and Environmental Services Management | Ongoing | 01/07/2014 | 30/06/2020 | |
| 6.3.2.3 | Participate in the Tasmanian Visitor Information Network. | | Visitor Information Centre | Ongoing | 01/07/2013 | 30/06/2020 | |
| 6.3.2.4 | Provide support to implement the Sustainable Murchison 2040 Plan. | 30/8/2019 First Reference Group meeting held. Focus on Land Conversion, VET support, NBN/mobile coverage and population attraction and retention 23/12/19 Work proceeding on Land Conversion, mobile coverage, VET support. | CED Management | Ongoing | 01/07/2019 | 30/06/2020 | |
| 6.3.2.5 | Provide support to implement the Cradle Coast Regional Futures Plan. | 30/8/2019 Council officer supporting Renewable Energy and Population Working groups 23/12/19 Renewable Energy Comm's Strategy and Action Plan developed. Choose Cradle Coast Action Plan drafted. | CED Management | Ongoing | 01/07/2019 | 30/06/2020 | |
| 6.3.2.6 | Support the development and implementation of the Cradle Coast Regional Events Strategy. | 30/8/2019 "Paper on Skin" identified as one of nine regionally significant events | CED Management | Ongoing | 01/07/2019 | 30/06/2020 | |

QUARTERLY CITY PLAN (December 19/20)

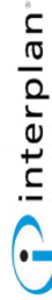
Burnie City Council

Quarterly City Plan

Objective: 7.1 A Council that provides engaging and effective leadership to Burnie.

| Actions | | Business Activity | Status | Start Date | Comp Date |
|--|--|---|-------------|------------|------------|
| <p>STRATEGY: Formulate policy that is equitable, inclusive and responsive to current needs, and ensure decision-making is informed and accountable.</p> | | | | | |
| 7.1.1.1 | Plan for disposal of Council land at Coosee Point. | <p>Economic Development</p> <p>Council has considered this matter at a Workshop. It is seeking an understanding of the timing of the relocation of the truck wash facility from the State Government. A contamination assessment will be required to be completed before going to market. 11/8/2017 Council considered the future of Coosee Point at July meeting. Consultant engaged to undertake contamination assessment Letter sent to DPIPWWE requesting expediting relocation of Coosee Truck wash to new regional facility 27/10/2017 Meeting organised with Secretary of DPIPWWE to discuss expediting regional truckwash 17/11/2017 Meeting held with DPIPWWE. Department to advise next steps to implement north west stage of regional truckwash strategy. 21/12/2017 DPIPWWE has advised it will be undertaking a review of north west truck wash facilities in early 2018. 22/1/2018 Contamination Assessment completed. Minor issue and associated management plan identified 28/9/2018 Currently exploring opportunity to jointly market properties on Coosee Point.</p> | In Progress | 01/07/2016 | 30/06/2020 |

| Actions | | Business Activity | Status | Start Date | Comp Date |
|--|--|---|-------------|------------|------------|
| <p>STRATEGY: Ensure effective operation and support for Council entities, authorities and special committees.</p> | | | | | |
| 7.1.2.1 | Ensure a Letter of Expectation is in place for entities Tas Communications and Burnie Airport Corporation and that an Annual Statement of Corporate Intent is received from each entity. | <p>Corporate Governance Management</p> <p>Tascom - A new Shareholders Letter of Expectation from Council and Statement of Corporate Intent has been extended until Jun 2019. BAC - Letter of Expectation still under consideration.</p> | Not Started | 01/07/2015 | 30/06/2020 |

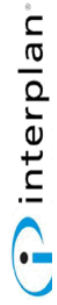


Burnie City Council
Quarterly City Plan (December 19/20)

Quarterly City Plan

Objective: 7.1 A Council that provides engaging and effective leadership to Burnie.

| Actions | Progress Comments | Business Activity | Status | Start Date | Comp Date |
|---|--|-------------------|-------------|------------|------------|
| STRATEGY: Ensure effective operation and support for Council entities, authorities and special committees. 7.1.2.2 Host a series of Community Ideas Forums. | 30/8/2019 First Ideas Forum postponed due to the Bank of Useful Ideas initiative. 29/11/19 Bank of Ideas have shortlisted projects for community voting 23/12/19 Planning has commenced for Ideas Forums in 2020 | CED Management | Not Started | 01/07/2019 | 30/06/2020 |



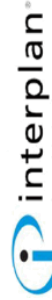
Burnie City Council
QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

Objective: 7.3 Council is compliant in all areas and carries out the role of regulatory enforcement in a fair and effective manner.

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|--|---|---|--|-------------|------------|------------|
| STRATEGY: Ensure Council remains compliant with all its statutory and regulatory obligations and contributes to the regulatory environment which affects our community. | | | | | | |
| 7.3.1.1 | Monitor proposed new or changing legislation and regulations and contribute to their formation where possible. | Legislative Bills are tabled at EMT meetings when issued by State Government. Aldermen are provided with opportunity to comment on legislation where the local government sector is invited to participate in consultation. Feedback opportunities in 2019-20 to date have included: Local Government Reform - Phase Two in developing a new legislative framework. New Street Dining By-Law developed. | Corporate Governance Management | Ongoing | 01/07/2012 | 30/06/2020 |
| 7.3.1.2 | Monitor development of amended land use legislation and complete preparation of the Burnie Local Provisions Schedule to enable application of the Tasmanian Planning Scheme to land within the Burnie municipal area. | Council has prepared a draft Local Provisions Schedule for lodging with the TPC to become part of the Tasmanian Planning Scheme. Council continues to monitor and provide response on proposed changes in regulatory and procedural requirements. Draft BUR LPS submitted to TPC on 18 April 2019. discussion with TPC has followed in relation to compliance matters under LUPAA. final draft submitted under s35(6) LUPAA on 11 October 2019. awaiting approval to commence public exhibition of draft BUR LPS. Draft BUR LPS on public exhibition from October until December 2019. A report was provided to the Tasmanian Planning Commission on 29 January 2020 setting out the opinions and recommendations of the planning authority in relation to each of the matters in each of the representations received on the draft BUR LPS as a result of the exhibition period. | Land and Environmental Services Management | In Progress | 01/07/2015 | 30/06/2020 |

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|--|--|-------------------|--|--------|------------|-----------|
| STRATEGY: 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. | | | | | | |



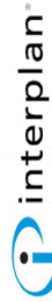
QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 7.3 Council is compliant in all areas and carries out the role of regulatory enforcement in a fair and effective manner.

| Actions | Progress Comments | Business Activity | Status | Start Date | Comp Date |
|--|--|-----------------------------------|-------------|------------|------------|
| STRATEGY: 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. | | | | | |
| 7.3.2.1 Implement the Weed Management Plan. | On-going operational requirement consistent with requirement to assist control of declared weeds under weed management Act, and to assist understanding of weed management requirements and techniques by landowners and occupiers in Burnie municipal area. Arrangements in place with Devonport City Council to resource share a 0.5 FTE Weed Officer position from them. | Compliance Services | Ongoing | 01/07/2012 | 30/06/2020 |
| 7.3.2.2 Maintain parking control, animal control, by-laws and cemetery management compliance systems. | Ongoing operational requirement to maintain facilities and enforce compliance to all relevant regulatory requirements. | Compliance Services | Ongoing | 01/07/2012 | 30/06/2020 |
| 7.3.2.3 Maintain land use, building and health monitoring regulatory systems. | Ongoing operational requirement to administer and enforce applicable regulations and processes in relation to the use, development, protection and conservation of land, and for all building, demolition and plumbing work on a building. | Development Services - Management | In Progress | 01/07/2012 | 30/06/2020 |



Burnie City Council
QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

Objective: 7.4. A sustainable, viable financial future is assured and accountability is demonstrated through open and transparent processes.

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|--|---|------------------------------|--|-------------|------------|------------|
| STRATEGY: Ensure a long term strategic focus drives financial policy and decisions. | | | | | | |
| 7.4.1.1 | Ensure Council's Financial Management Strategy continues to be aligned with Asset Management Plans and the five year capital works program. | Corporate Finance Management | | Ongoing | 01/07/2014 | 30/06/2020 |
| 7.4.1.2 | Review and update Council's Financial Management Strategy to support continued sound financial decisions. | Corporate Finance Management | The Financial Management Strategy is next due for review by February 2020. | Not Started | 01/07/2014 | 30/06/2020 |

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|---|--|------------------------------|--|-------------|------------|------------|
| STRATEGY: Demonstrate financial accountability and ensure strong internal controls underpin performance. | | | | | | |
| 7.4.2.1 | Develop an annual budget in accordance with Council's long term Financial Management Strategy. | Corporate Finance Management | | Not Started | 01/07/2014 | 30/06/2020 |
| 7.4.2.2 | Implement the endorsed recommendations of the Audit Committee. | Corporate Finance Management | Work ongoing from the Schedule of Recommendations. | Ongoing | 01/07/2012 | 30/06/2020 |

QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

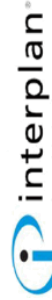
Quarterly City Plan

Objective: 7.5 A sustainable long term future is planned through the management of Council's infrastructure and assets.

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|--|---|---|-------------|-------------|------------|------------|
| STRATEGY: Strategies and plans are well-developed and guide the future allocation of resources. | | | | | | |
| 7.5.1.1 | Undertake a benchmarking exercise to compare cost and services levels associated with delivering park and roads maintenance activities. | Review of Service level delivery has been carried out as part of FMS. Target benchmarking areas identified. However no implementation of benchmarking activities has occurred. Seeking BM information from other councils in regard to sports grounds | Works Depot | In Progress | 01/07/2018 | 30/06/2021 |

| Actions | | Business Activity | | Status | Start Date | Comp Date |
|--|--|---|--|-------------|------------|------------|
| STRATEGY: Ensure assets are adequately developed, maintained and renewed. | | | | | | |
| 7.5.2.1 | Complete and implement a Cemetery Strategy to inform the future design of the cemetery, considering contemporary cemetery management practices and service levels. | Draft strategy document under final review prior to consideration by EMT and presentation for Council. Council workshop in April 2017. Decision to investigate opportunities to include a dedicated natural burial area within the Burnie Lawn Cemetery if retained by the Council and as part of any redirection in cemetery style and presentation (support for natural burial from Groundbreakers - a sub-regional advocacy group for low impact disposal of human remains) Strategic framework decisions made at Council meeting of 19 September 2017 - no decision on whether to assign dedicated area at Burnie Lawn Cemetery until public engagement on attitudes and options for re-imagining the BLC have been completed and a preliminary master plan developed. Progress deferred pending outcome of stage 1 and stage 2 review of Burial and Cremation Act 2002 by the State Government during 2018 and 2019 respectively - due to implications in proposed statutory changes to extend period during which a closed cemetery must be maintained from 30 to 100 years following last burial; and for prohibition on further burial in a closed cemetery, including under a valid exclusive right of burial. | Land and Environmental Services Management | In Progress | 01/07/2013 | 30/06/2020 |

February 12, 2020

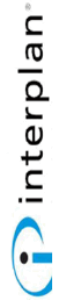


Page 45 of 50

Burnie City Council
Quarterly City Plan (December 19/20)

Objective: 7.5 A sustainable long term future is planned through the management of Council's infrastructure and assets.

| Actions | | Business Activity | Status | Start Date | Comp Date |
|---|--|--|-------------|------------|------------|
| STRATEGY: <i>Ensure assets are adequately developed, maintained and renewed.</i> | | | | | |
| 7.5.2.2 Burnie Lawn Cemetery - undertake a community consultation process associated with proposed retro-fit of memorial plaque plinths in the early stages of the lawn cemetery. | | Technical Services | In Progress | 01/07/2019 | 30/06/2020 |
| | | Developing a methodology for the plinth retrofit process with depot staff. Once complete will liaise with LES as to a consultation methodology | | | |



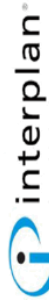
Burnie City Council
QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

Objective: 7.6 A culture of continuous improvement that adapts well to change and promotes the value of customer service excellence.

| Actions | | Progress Comments | Business Activity | Status | Start Date | Comp Date |
|---|--|---|-------------------|---------|------------|------------|
| STRATEGY: Provide a high standard of service to all customers in terms of timeliness, consistency and quality. | | | | | | |
| 7.6.1.1 | Develop a summary of infrastructure services provided by Council, how they are prioritised, programmed and delivered, and seek community feedback on the current service provision arrangements. | Service level documents under review to identify correlation between actual activity and specified activity. Review of priorities underway. SLD to be reformatted. Review linked now to the Financial Management Strategy project. Detailed review planned Sep 2018. FMS review progressed and opportunities to better manage service levels identified. Improved method to communicate SL still to be progressed. Changes to CBD cleaning service regime to be added to Waste SLD. Reviewing FMS actions. Some modification to SL will occur. Ongoing project. | Works Depot | Ongoing | 01/07/2016 | 30/06/2020 |

| Actions | | Progress Comments | Business Activity | Status | Start Date | Comp Date |
|--|---|--|---------------------------------|---------|------------|------------|
| STRATEGY: Promote a culture of continuous improvement that encourages innovation and contemporary practice. | | | | | | |
| 7.6.2.1 | Continue implementation of the Burnie Continuous Improvement Program. | First B-CIP team meeting was December 2017. Team has rolled out visual messages across the workplace and focused on learning principles of continuous improvement. Sept 2018 - Team working through proposal for continuous improvement boards to generate ideas for safety and efficiency. March 2019 - CI Board installed at City Offices and training undertaken. Feb 2020 - CI Board is continuing to operate effectively. | Corporate Governance Management | Ongoing | 01/07/2017 | 30/06/2021 |
| 7.6.2.2 | Pursue shared services initiatives of mutual benefit, focusing on innovative solutions for customer service delivery into the future. | | Executive Management | Ongoing | 01/07/2019 | 30/06/2021 |



QUARTERLY CITY PLAN (December 19/20)

Burnie City Council

Quarterly City Plan

Objective: 7.7 Council has a strong and positive work culture that embraces teamwork and shared values.

| Actions | | Business Activity | Status | Start Date | Comp Date |
|--|--|-------------------|-------------|------------|------------|
| STRATEGY: Attract and retain good staff by providing strong HR practices, learning opportunities and a positive work culture. | | | | | |
| 7.7.1.1 | Promote and integrate a positive behaviours framework. | People and Safety | In Progress | 01/07/2013 | 30/06/2020 |
| 7.7.1.2 | Invest in the development of people by providing training and support in leadership and management skills, for emerging and middle managers. | People and Safety | Ongoing | 01/07/2019 | 30/06/2021 |

Progress Comments
Framework has been reviewed and material being developed to support rollout to the workforce.
Training in performance management is being provided on 2-3 October 2019.

| Actions | | Business Activity | Status | Start Date | Comp Date |
|---|---|-------------------|-------------|------------|------------|
| STRATEGY: Continually explore opportunities and strategies that reinforce Council's status as an Employer of Choice. | | | | | |
| 7.7.2.1 | Maintain membership to the Employer of Choice (EoC) knowledge centre and participate in EoC programs and networking groups as they arise. | People and Safety | In Progress | 01/07/2012 | 30/06/2020 |

Progress Comments
Information received from EOC with regards to application for renewal of membership. Meeting Brief to be provided to EMT by MPS on 7th October 2019.

| Actions | | Business Activity | Status | Start Date | Comp Date |
|--|---|---------------------------------|---------|------------|------------|
| STRATEGY: Provide support to elected members to assist them to fulfill their roles effectively. | | | | | |
| 7.7.3.1 | Provide opportunities for Aldermen to undertake professional development. | Corporate Governance Management | Ongoing | 01/07/2012 | 30/06/2020 |

Progress Comments
The commitment to professional development has been included in the new Councilor's Declaration of Office, under the Local Government Act 1993 as from 1 August 2018. Development opportunities are provided in a weekly email sent to Councilors. A PD allowance per Councilor has been provided in the 19-20 budget.

Burnie City Council
QUARTERLY CITY PLAN (December 19/20)

Quarterly City Plan

Objective: 7.8 A best practice approach is taken to managing risk in the community and providing a safe work environment.

| Actions | | Business Activity | Status | Start Date | Comp Date |
|--|--|--|---------|------------|------------|
| STRATEGY: Develop an integrated approach to risk management from the strategic level through to activity level. | | | | | |
| 7.8.1.1 | Maintain and support the systems and processes included in the Risk Framework. | Updated risk context has been developed, identifying major controls systems. Risk Committee is being updated in 2020 to a broader group and will focus on reviewing each of the major control systems. | Ongoing | 01/07/2016 | 30/06/2020 |

| Actions | | Business Activity | Status | Start Date | Comp Date |
|---|---|---|---------|------------|------------|
| STRATEGY: Provide a safe work environment for all employees. | | | | | |
| 7.8.2.1 | Maintain a Work Health and Safety Management System in accordance with AS 4801. | New MPS has reviewed the WHSMS at BCC. System has been aligned with AS4801. Identified areas for improvement. | Ongoing | 01/07/2014 | 30/06/2020 |

| Actions | | Business Activity | Status | Start Date | Comp Date |
|---|---|--|-------------|------------|------------|
| STRATEGY: Work with other agencies to ensure our community is well prepared and able to respond to disaster. | | | | | |
| 7.8.3.1 | Ridgley Drainage Study - progress a concept design for Ridgley Highway culvert upgrade, consultation with stakeholders and seek grant funding towards the project. | Council to engage with DSG as to interest in contributing to the upgrade of the Murchison highway culvert. Concept for the culvert upgrade in development | In Progress | 01/07/2019 | 30/06/2021 |
| 7.8.3.2 | Emu River flood study - advocate with the State Government to install rainfall measurement and stream gauging stations to support flood warning systems in the north west rivers. | Council has engaged with SES flood policy unit. Emu river identified as a high risk catchment for a flood warning system. Monitoring funding opportunities | Ongoing | 01/07/2019 | 30/06/2021 |

CORPORATE AND BUSINESS SERVICES**AO049-20 STRATEGY REVIEW - FINANCIAL MANAGEMENT STRATEGY 2030**

FILE NO: 13/5/3
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 | 7.4.1 | Ensure a long term strategic focus drives financial policy and decisions. |

1.0 RECOMMENDATION:

“THAT Council adopt the Financial Management Strategy 2030 that defines the overarching principles of financial management that Council will follow and provides for the following:

- 1) Achieving an operating margin ratio of 1.00***
- 2) Achieving current ratio of 1.10***
- 3) Rates increases equal to the Consumer Price Index (all Groups) Hobart***
- 4) Removal of the early payment discount for rates & charges from 2021 onwards.”***

2.0 SUMMARY

This report has been prepared to allow Council to adopt the Financial Management Strategy (FMS) 2030.

3.0 BACKGROUND

The Financial Management Strategy 2022 was adopted by Council in April 2012. The strategy is reviewed each year prior to the development of the Annual Plan and Budget Estimates and is used as a guiding document when developing the budget. It is therefore important that the document be updated each year to ensure it reflects current Council strategy.

In the May 2017 Council introduced a strategy to close the “rates per capita” gap in Burnie against the state average while maintaining acceptable service levels. Council set a target to achieve a rates reduction of 1% (excluding fire levies) over the five year period from 2017-18 – 2021-22. Council has achieved a 1% rate reduction in the 2017-18, 2018-19 and 2019-20 budgets in line with the FMS.

Council has a number of significant capital works projects which it is seeking to complete over the next 7-8 years expecting to total more than \$50 million. The projects include:

- North West Museum & Art Gallery
- Completion of the Coastal Pathway
- A new multi-purpose sports stadium
- Renewal of the 50m Olympic pool at the Burnie Aquatic Centre

The proposed Financial Management Strategy 2030 includes the expected capital and operational costs for the proposed capital projects. Estimates for the capital and operating expenditure include a number of assumptions regarding the timing of the project's completion and are contingent on receiving both state and federal funding. The additional operating costs of the projects (depreciation, interest and maintenance costs) increase over the ten year life of the strategy and increase Council's cost base by over \$2 million by the 2027-28 financial year.

Modelling has been completed to assess the impact of the proposed projects and continuing with Council's current rate cutting strategy. The modelling shows that Council would have significant operating losses in future years if it was to continue with its current rate cutting strategy and progress with the proposed capital projects with operating losses peaking at over \$1.6 million in 2027-28.

The draft FMS proposes to move away from Council's current rate cutting strategy and includes CPI rates increases for the full ten years of the strategy. In order to meet Council's targets under the draft FMS Council will be required to find \$1.400m of operational savings over a 4 years period. By accepting the proposed strategy, Council Officers will endeavour to prepare the draft budget in line with the Financial Management Strategy 2030 adopted by Council.

4.0 LEGISLATIVE REQUIREMENTS

The *Local Government (Miscellaneous Amendments) Act 2013* received Royal Assent on 19 November 2013 making it compulsory for Tasmanian Councils to maintain a long-term financial management strategy. The following sections set out the requirements under the Act:-

70. Long-term financial management plans

- (1)** *A council is to prepare a long-term financial management plan for the municipal area.*
- (2)** *A long-term financial management plan is to be in respect of at least a 10 year period.*
- (3)** *A long-term financial management plan for a municipal area is to –*
 - (a)** *be consistent with the strategic plan for the municipal area; and*
 - (b)** *refer to the long-term strategic asset management plan for the municipal area; and*

- (c) *contain at least the matters that are specified in an order made under section 70F as required to be included in a long-term financial management plan.*

70A. Financial management strategies

- (1) *A council is to prepare a financial management strategy for the municipal area.*
- (2) *A financial management strategy for a municipal area is to –*
- (a) *be consistent with the strategic plan for the municipal area; and*
- (b) *contain at least the matters that are specified in an order made under section 70F as required to be included in a financial management strategy.*

The Minister for Local Government has issued *Local Government (Contents of Plans and Strategies) Order 2014* under Section 70F of the Act outlining the minimum requirements of long term financial management plans and strategies. Council's strategy complies with all the disclosure requirements of the Orders.

5.0 POLICY CONSIDERATIONS

This strategy will provide a solid platform when developing future budgets.

6.0 FINANCIAL IMPACT

There is no direct financial impact from adopting the updated Financial Management Strategy.

7.0 DISCUSSION

The FMS has been developed to provide Council with a strategic framework when developing budgets for the next ten year period. The key objective of the FMS is to demonstrate and maintain financial sustainability in the medium and long term whilst achieving the strategic objectives of Council. The strategy excludes consolidation of controlled entities.

In preparing the FMS, the following principles of sound financial management have been complied with:

- The community's finances will be managed responsibly to enhance the wellbeing of residents.
- Council will endeavour to maintain community wealth to ensure that the wealth enjoyed by today's generation may also be enjoyed by tomorrow's generation.
- Council's financial position will be robust enough to recover from unanticipated events, and to absorb the volatility inherent in revenues and expenses.

- Resources will be allocated to those activities that generate community benefit.

The FMS is a guiding document to consider when developing budget estimates, rather than a document that is dictating future decisions of Council. The long-term financial estimates in this strategy will be revisited and updated annually to reflect any strategies that arise from the Council planning process.

If Council follows the principles contained within the FMS when setting its Annual Plan and Budget Estimates the organisation will show strong financial sustainability into the future.

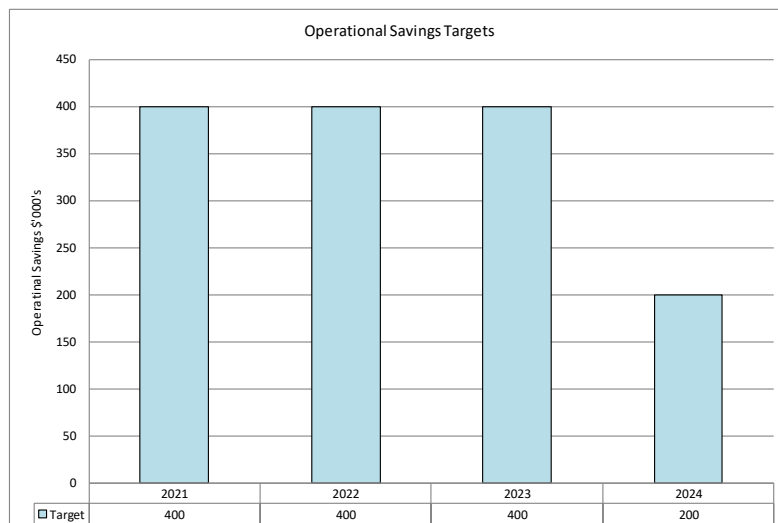
The projections contained in the financial modelling and which are necessarily based upon certain assumptions, produce the following outcomes over the 10-year period:

- The achievement of modest break-even results with an operating margin ratio of at least 1.00 in all years.
- A demonstration that Council’s liquidity will continue to be strong with a current ratio projection of 1.10 in all years.
- Operational savings targets in the order over \$1.400m over 4 years.
- Funds available for capital expenditure over the next 10 years will on average cover Council’s asset renewal needs. Asset renewals will be a challenge in the short term but can be met fully over the period from cash reserves.

These outcomes demonstrate Council’s commitment to keeping the cost of services to the community as low as possible whilst maintaining financial sustainability and ensuring the ongoing ability to deliver services to the community.

Operational Savings Targets

In order to meet its Financial Management Strategy targets of achieving an operating ratio greater than 1.00 and a current ratio greater than 1.10, Council will be required to find \$1.400m of operational savings over the first four years of the strategy as shown in the graph below.

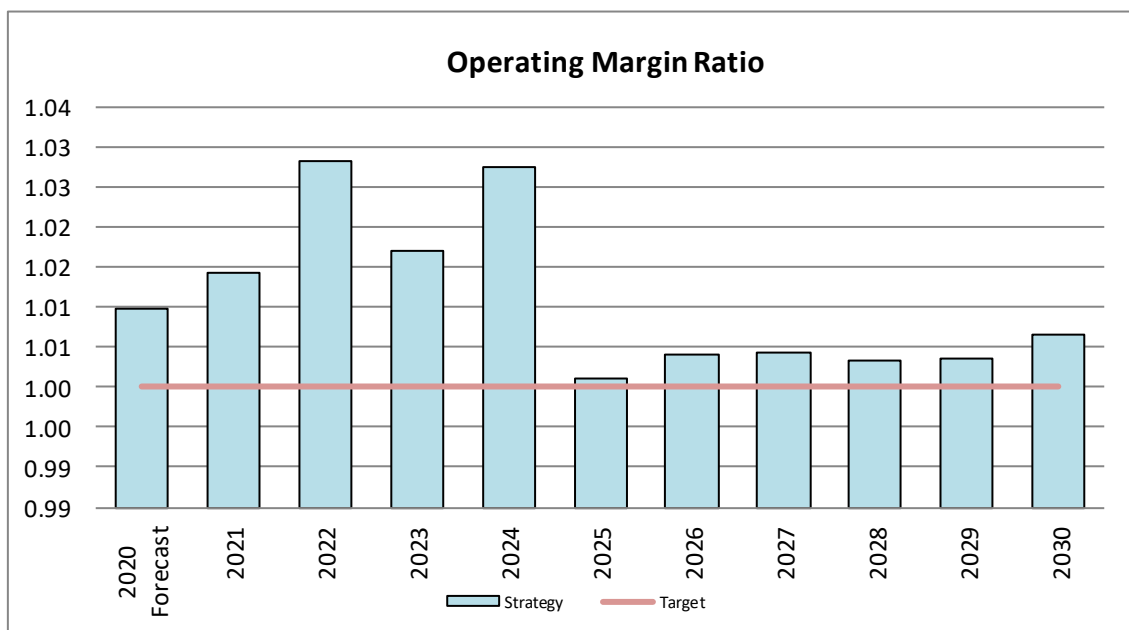


Operating Margin Ratio

The operating margin serves as an overall measure of operating effectiveness. A result less than 1.00 indicates an operating deficit. The operating margin benchmark for Council is 1.00 which is the point where recurring income is equal to recurring expenditures which means that the rates and charges people are paying is equal the cost of providing existing levels of service.

An operating margin below the benchmark would indicate that Council might not be generating sufficient revenue to fulfil its operating requirements. Council seeks to achieve equity across generations by recognising that each generation must pay its way with respect to recurrent expenses being met from recurrent revenue (the full cost of the service it consumes).

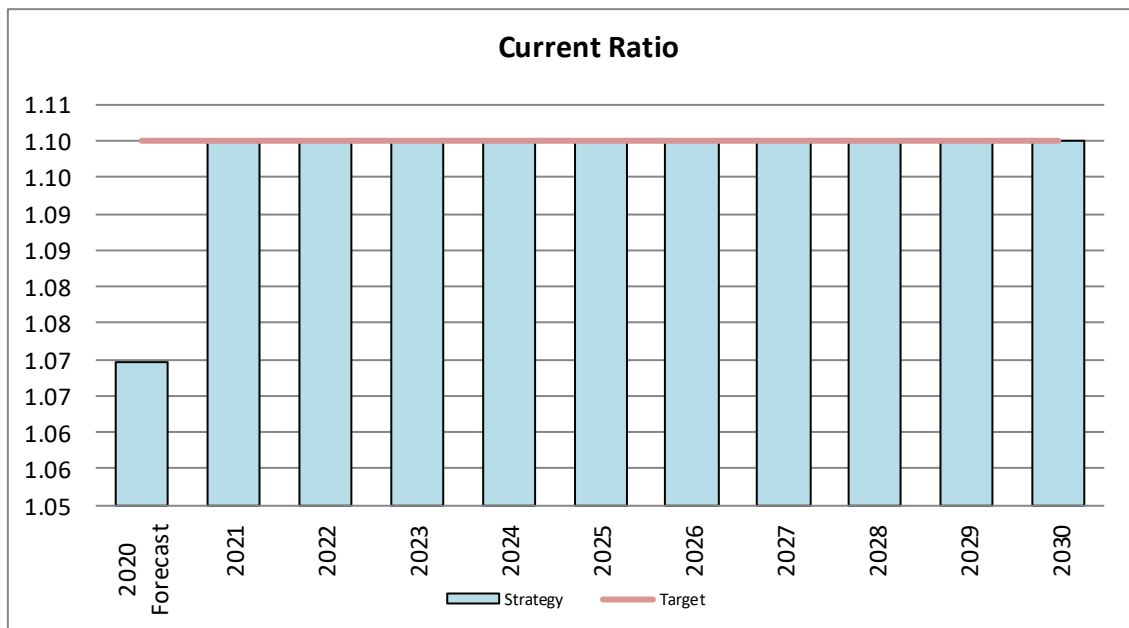
The following graph shows Council’s strategy is sustainable into the future with its recurrent expenditure fully funded from recurrent income. The operating margin target of 1.00 will be met from 2020 onwards.



Current Ratio

The current ratio measures the liquidity of Council. That is, Council’s ability to meet its debt and financial obligations as they fall due. A ratio of 1.00 or more indicates that there is enough cash and liquid assets to cover short-term liabilities. Influencing factors are planning and budgetary control, timing of the completion of the capital works program, timing of cash flows and credit policies and collection of debts.

A benchmark of greater than 1.10 indicates that council’s short term assets are greater than its short term liabilities. In all years, Council is projected to meet the benchmark set by the FMS demonstrating that through good management and planning Council will be able to meet all short-term liabilities comfortably.



Capital Works Expenditure and Asset Renewal Needs

The community has the pre-eminent role in setting the service levels that will meet their needs and outcomes based on their capacity to pay for the service. Council in the first instance will plan for the renewal of its existing infrastructure in order to maintain current service levels.

Renewal expenditure is expenditure on an existing asset which reinstates the existing service potential or the life of an asset up to that which it had originally. It may reduce future operating and maintenance expenditure if completed at the optimum time. Asset upgrades are carried out to address deficiencies in current service levels or to meet new standards or statutory requirements. Expenditure on new assets in most cases will result in future costs for operation, maintenance and capital renewal expenditure.

The funds available for capital expenditure over the next 10 years will on average cover Council's asset renewal needs. Asset renewals will be a challenge in the short term but can be met on average over time.

8.0 RISK

The risk of not taking into account the principles of this FMS may result in deterioration in the financial sustainability of the organisation.

9.0 CONSULTATION

The strategy and its implications were discussed with Councillors at workshop on 4 February 2020.

ATTACHMENTS

1. [Draft Financial Management Strategy](#)

COUNCIL RESOLUTION

Resolution number: MO040-20

MOVED: Cr D Pease

SECONDED: Cr T Brumby

“THAT Council adopt the Financial Management Strategy 2030 that defines the overarching principles of financial management that Council will follow and provides for the following:

- 1) Achieving an operating margin ratio of 1.00***
- 2) Achieving current ratio of 1.10***
- 3) Rates increases equal to the Consumer Price Index (all Groups) Hobart***
- 4) Removal of the early payment discount for rates & charges from 2021 onwards.”***

For: Cr A Boyd, Cr T Brumby, Cr A Keygan, Cr T Bulle, Cr D Pease.

Against: Cr S Kons, Cr K Dorsey, Cr C Lynch, Cr G Simpson.

CARRIED

Burnie City Council

Financial Management Strategy

**Financial Management Strategy (DRAFT)**Approved By: **Council**Document Code: **GL-CBS-FIN-001**Version: **10.0** File: 13/16/4Doc Controller: **Executive Manager
Corporate Finance**Approved Date: **TBC**Next Review Date: **+1 year****Document Endorsement**

| | |
|---------------------------|--|
| Responsibility: | It is the responsibility of the General Manager to oversee the implementation of this strategy. It is the responsibility of the Executive Manager Corporate Finance to implement and review the strategy with Council on an annual basis. |
| Document Approval: | |
| Previous Documents: | This document replaces the previous Financial Management Strategy (2029); version 9.0 dated 29 January 2019. |
| Publication of Strategy: | Members of the public may access this strategy on Council's website (www.burnie.net). |
| Strategic Plan Reference: | Direction 7: An engaging and accountable leadership focused on a strong future. Objective 7.4 Ensure a long term strategic focus drives financial policy and decisions. |

Contents

- 1 Executive Summary 5**
- 2 Introduction 6**
 - 2.1 Linkages with the Community Strategic Plan..... 6
 - 2.2 Where does this document fit into Financial Management? 7
- 3 Financial Principles..... 8**
- 4 Financial Management Strategies..... 9**
 - 4.1 Rating Strategy 9
 - 4.1.1 Rating Structure 9
 - 4.2 Asset Management Strategy..... 10
 - 4.3 Treasury Strategy..... 10
 - 4.4 Investment Strategy..... 11
 - 4.5 Borrowing Strategy..... 11
- 5 Financial Targets 12**
 - 5.1 Council Strategy Targets 12
 - 5.1.1 Operating Margin Ratio..... 12
 - 5.1.2 Current Ratio 13
 - 5.3 Financial Management Indicators 14
- 6 Financial Modelling..... 17**
 - 6.1 Modelling Methodology..... 17
 - 6.2 Price Indexes..... 17
 - 6.3 Comprehensive Income Statement 18
 - 6.3.1 Recurrent Income 19
 - 6.3.3 Recurrent Expenses..... 21
 - 6.5 Statement of Cash Flows 23
 - 6.5.1 Operating activities 24
 - 6.5.2 Investing activities 24
 - 6.5.4 Financing activities 25

| Burnie City Council | Financial Management Strategy |
|--|--------------------------------------|
| 6.5.5 Capital Works Expenditure and Asset Renewal Needs..... | 25 |
| 6.7 Statement of Financial Position..... | 26 |
| 6.8 Sensitivity Analysis..... | 27 |
| 6.8.1 Effect of Inflation on Materials and Services..... | 27 |
| 6.8.3 Employee salaries and wages..... | 28 |
| 6.8.4 Effect of Inflation on Depreciation..... | 28 |
| 6.8.5 Operational Savings Targets..... | 29 |
| 6.8.6 Removal of TasWater Distribution..... | 30 |
| 7 Historical Financial Performance..... | 31 |
| 7.1 Recurrent Income..... | 31 |
| 7.3 Rates and Charges..... | 32 |
| 7.4 Recurrent Expenses..... | 32 |

1 Executive Summary

Council continues to be in a strong financial position. Through careful planning over recent years it has improved its operating position, has strong liquidity and cash flow, relatively low debt levels, and its asset renewal requirements are being satisfactorily funded.

Council first introduced the Financial Management Strategy (FMS) in 2012 and since this time has flagged the need for restraint in expenditure growth in order for rate increases to be kept to a minimum. The strategy does however recognise that rate increases in line with CPI are important for the ongoing financial sustainability of Council. Rates must increase in line with rising costs in order to continue to deliver the same services to the community each year.

Burnie is a regional centre and Council provide a broad range of services relative to its population. As such, rates are higher than the state average. The strategy recognises that there is more work to be done in reducing the cost of service provision to the community. During 2017, Council introduced a target to reduce the rate burden to the community over a five year period.

In order to achieve this Council introduced a strategy of reducing rates and charges excluding the fire levy by 1% per year. Council achieved this target in the 2017-18 to 2019-20 financial years. This updated strategy includes the expected operating costs of a number of significant capital works projects Council wishes to complete over the next ten years. These projects are expected to add up to \$2 million to Council's cost base by 2027-28.

In order to fund these additional operational costs Council has revised its strategy to include rate increases equal to the Consumer Price Index (CPI) and has included operational savings targets of \$1.400 million over the first four years of the strategy.

The projections contained in the financial modelling and which are necessarily based upon certain assumptions, produce the following outcomes over the 10-year period:

- The achievement of modest break-even results with an operating margin ratio of at least 1.00 in all years.
- A demonstration that Council's liquidity will continue to be strong with a current ratio projection of 1.10 in all years.
- Operational savings targets in the order over \$1.400m over 4 years.
- Funds available for capital expenditure over the next 10 years will on average cover Council's asset renewal needs. Asset renewals will be a challenge in the short term but can be met fully over the period from cash reserves.

These outcomes demonstrate Council's commitment to keeping the cost of services to the community as low as possible whilst maintaining financial sustainability and ensuring the ongoing ability to deliver services to the community.

2 Introduction

In order for a Council to be sustainable both present and future needs are required to be met. In other words, resources need to be managed so that financial commitments can be met both now and into the future whilst also ensuring that the community needs are met now and into the future.

The FMS has been prepared to provide the Burnie City Council with a view to the future when developing the Annual Plan and Budget Estimates (APBE) each year.

The strategy has been prepared to guide Council in its financial decision-making ensuring that the following principles are followed:-

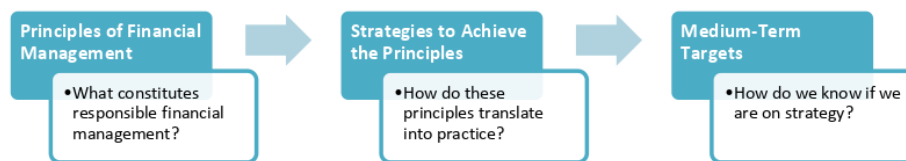
The community's finances will be managed responsibly to enhance the wellbeing of residents.

Council will endeavour to maintain community wealth to ensure that the wealth enjoyed by today's generation may also be enjoyed by tomorrow's generation.

Council's financial position will be robust enough to recover from unanticipated events, and to absorb the volatility inherent in revenues and expenses.

Resources will be allocated to those activities that generate community benefit.

If Council follows the principles contained within the FMS when setting its Annual Plan & Budget Estimates the organisation will show strong financial sustainability into the future. The principles are given practical effect through strategies. Strategies are measured by the setting of medium term targets. The following diagram demonstrates the process.

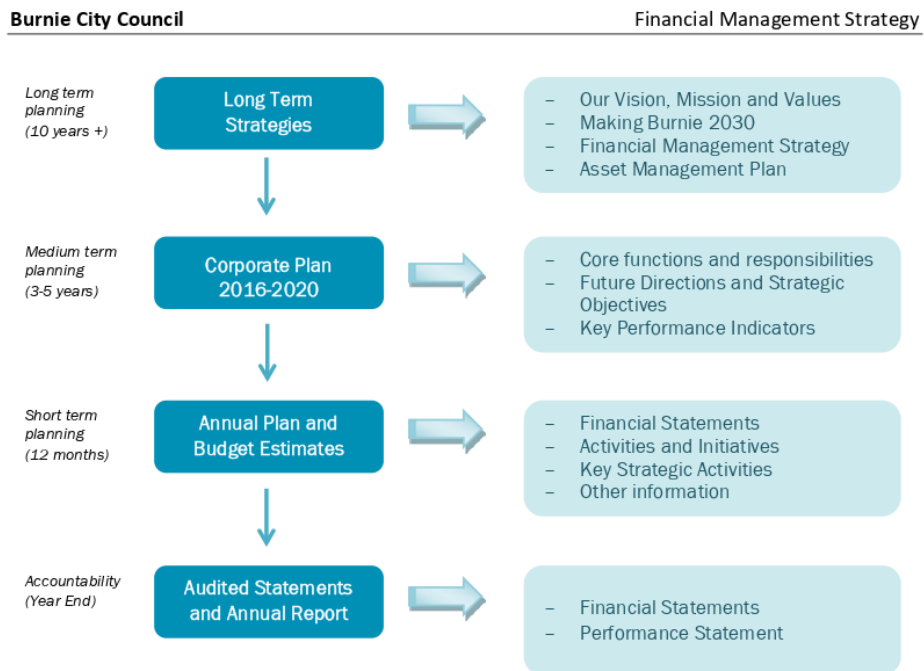


2.1 Linkages with the Community Strategic Plan

Council's strategic planning framework guides Council in identifying community needs and aspirations over the long term (Our Vision), medium term (Strategic Plan) and short term (Annual Plan and Budget Estimates), and holds itself accountable through the Audited Financial Statements and Annual Report.

The FMS is not about deciding on what Council will spend on individual projects. It is about the various financial strategies that will effectively determine the amount of funds that Council will have at its discretion to allocate in future years. Long term financial planning supports the delivery of the community plan through the optimal allocation of available resources.

The linkage between the FMS and Council's strategic framework is represented in the diagram below.



2.2 Where does this document fit into Financial Management?

The FMS is an important part of the overall financial management activities of Council. The following table demonstrates the context within how this document fits into the overall financial management framework of Council.



3 Financial Principles

The following principles serve to guide Council in setting its financial management strategies. They are given practical effect through strategies.

Principle 1: The Community's finances will be managed responsibly to enhance the wellbeing of residents.

Council will ensure it only raises the revenue it needs, and does so in the most efficient and equitable manner possible. Council will manage community funds according to best practice standards and ensure information regarding its financial management decisions is accessible to the community. Council will ensure it only delivers those services that cannot be delivered more efficiently and effectively by other providers.

Principle 2: Council will maintain community wealth to ensure that the wealth enjoyed by today's generation may also be enjoyed by tomorrow's generation.

Council will seek to achieve equity across generations by recognising that each generation must pay its way with respect to recurrent expenses being met from recurrent revenue (the full cost of the service it consumes).

Council will invest sustainably in community assets to maintain (and potentially enhance) service levels.

Principle 3: Council's financial position will be robust enough to recover from unanticipated events, and absorb the volatility inherent in revenues and expenses.

Council will ensure it accumulates and maintains sufficient financial resource and has the borrowing capacity to deal with volatility and unexpected events.

Council's operational budget will be flexible enough to ensure that volatility in revenues and expenses as a result of the changing economic environment can be absorbed.

Principle 4: Resources will be allocated to those activities that generate community benefit.

Council will ensure that robust and transparent processes are in place for the allocation and prioritisation of resources through budgetary decision-making, as well as for choosing the most effective methods for delivering specific services and projects. Strategies will include a vigorous cost-benefit analysis in preparing and assessing proposals.

Council will recognise its service obligations to the Burnie community in its decision-making.

4 Financial Management Strategies

The following financial strategies portray the strategic direction in which Council's financial decisions are based including borrowing, infrastructure, and service delivery.

4.1 Rating Strategy

Council ensures it only raises the revenue it needs, and does so in the most efficient and equitable manner possible. Council must balance its service levels with the needs and expectations of the community and set appropriate levels of tax to adequately fulfil its roles and responsibilities.

The following factors influence the level of rates and charges:-

- Distribution and level of Commonwealth and state funding
- Socio-economic profile of the area (capacity to pay)
- User-pays policies
- Level and range of services including the level of regional responsibility
- Current economic environment

In determining its rates each Council gives consideration to the current economic climate and the capacity of the community to pay for services. Council will always minimise any increase in rates and charges by minimising costs where possible throughout the annual budget deliberation process.

The aim of rates and charges decision-making is to spread the burden fairly across the community with those that have the greatest capacity to pay paying more than those with a lesser capacity to pay.

When considering how the rate burden will be distributed, Council must balance capacity to pay with the benefit principle acknowledging that there are some groups of the community that have more access to and benefit from specific services.

Burnie is a regional centre and Council provide a broad range of services relative to its population. As such, rates are currently higher than the state average.

In recent years Council has been actively working to close the "rates per capita" gap in Burnie against the state average while maintaining acceptable service levels. While it is still Council's aim to close the rates per capita gap, Council is moving away from its strategy of reducing rates by 1% per annum to allow for the operational costs of some significant new capital works projects.

4.1.1 Rating Structure

Council has established a rating structure comprising of two key elements – general and service rates.

The general rates are levied based on the Annual Assessed Value (AAV) of properties as determined by the Valuer General. Property values generally reflect the capacity of the ratepayer to pay.

Service rates are levied to recover the cost of a specific service provision within the municipality. Council's service rates currently cover stormwater and waste management services. More information regarding Council's approach to determining and collecting rates from the community can be found in Council's C04 Rates and Charges Policy.

4.2 Asset Management Strategy

The key objective of Council's Asset Management is to maintain Council's existing assets at desired condition levels. If funding is not sufficiently allocated to asset renewal then Council's investment in those assets will reduce along with the capacity to deliver services to the community.

Council's Asset Management Strategy (adopted in February 2013) outlines Council's approach to improve the way it delivers services from its infrastructure and show how its asset portfolio will meet service delivery needs into the future. The strategy shows how Council's asset management policies will be achieved and integrated into Council's long term strategic plan.

Council's Asset Management Policy ensures that adequate provision is made for the long-term replacement of major assets by;

- Ensuring that Council's services and infrastructure are provided reliably, with the appropriate quality levels of service to residents, visitors and the environment.
- Safeguarding Council assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial treatment of those assets.
- Creating an environment where all Council employees will take an integral part in overall management of Council assets (create an asset management awareness throughout Council).
- Meeting legislative compliance for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

4.3 Treasury Strategy

Council is committed to operating in a financially sustainable manner and maintains a Long-term Financial Management Strategy. Council manages the financing and funding of future wants and needs through forward financial planning and projections (updated annually). The Strategy also provides projections of future cash flow availability and needs.

Council does not retain and quarantine money for particular future purposes unless required by legislation or agreement with other parties.

Council's operating and capital expenditure decisions are made based on:

- identified community need and benefit relative to other expenditure options;
- cost effectiveness of the proposed means of service delivery; and
- affordability of proposals having regard to Council's long-term financial sustainability.

More information regarding how Council manages its borrowings is contained in Council's Treasury Policy (CP-CBS-SG-038).

4.4 Investment Strategy

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

Council's Annual Plan and Budget Estimates and Financial Management Strategy will be used to provide direction on the term of investments to be placed. Council will ensure that enough funds are on hand to ensure that all current liabilities can be met.

Council will ensure that its investment portfolio maximises its return on investments while maintaining an acceptable level of risk.

More information regarding how Council manages its investments is contained in Council's Treasury Policy (CP-CBS-SG-038).

4.5 Borrowing Strategy

Council is dependent on a large investment in infrastructure assets to deliver its service objectives and is mindful of intergenerational equity in generating revenue to offset service costs.

Council will seek to achieve equity across generations by recognising that each generation must pay its way with respect to recurrent expenses being met from recurrent revenue (the full cost of the service it consumes).

Council aims to achieve an operating break even position. This means that on average over time it will generate sufficient funds to offset consumption of existing assets (through its depreciation expense). On average over time it will have sufficient capacity to accommodate asset renewal requirements without the need to raise additional borrowings.

Council may utilise borrowing to allow for potential timing mismatches between income and expenditure outlays to be overcome. Borrowings may also be used as an effective mechanism of linking the payment for assets (via debt repayments) to the populations who receive benefits over the life of that asset. This matching concept is frequently referred to as 'inter-generational equity'.

In considering new debt Council will consider the impact of borrowing costs on the sustainability of operating positions and its capacity to repay the debt. Council will maintain enough borrowing capacity to ensure that it has the capacity to deal with significant unexpected events.

Council will aim to keep debt levels low at any point in time as its annual budget and long term financial plan and associated cash flow projections allow. Any funds that are not immediately required to meet approved expenditure will be applied to reduce its level of borrowings or to defer and/or reduce the level of new borrowings that would otherwise be required.

When borrowing Council shall raise all external borrowings at the most competitive rates available and from sources available as defined by legislation.

More information regarding how Council manages its borrowings is contained in Council's Treasury Policy (CP-CBS-SG-038).

5 Financial Targets

5.1 Council Strategy Targets

Financial principles are given practical effect through strategies. Strategies are measured by the setting of medium term targets. The following targets have been determined to be appropriate in measuring Council's sustainability:-

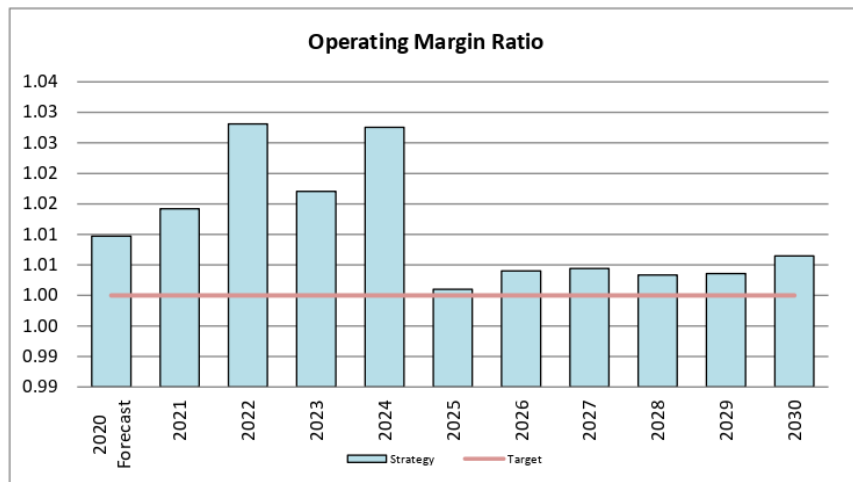
- To achieve an operating margin of 1.00
- To maintain a current ratio above 1.10

5.1.1 Operating Margin Ratio

The operating margin serves as an overall measure of operating effectiveness. A result less than 1.00 indicates an operating deficit. The operating margin benchmark for Council is 1.00 which is the point where recurring income is equal to recurring expenditures which means that the rates and charges people are paying is equal the cost of providing existing levels of service.

An operating margin below the benchmark would indicate that Council might not be generating sufficient revenue to fulfil its operating requirements. Council seeks to achieve equity across generations by recognising that each generation must pay its way with respect to recurrent expenses being met from recurrent revenue (the full cost of the service it consumes).

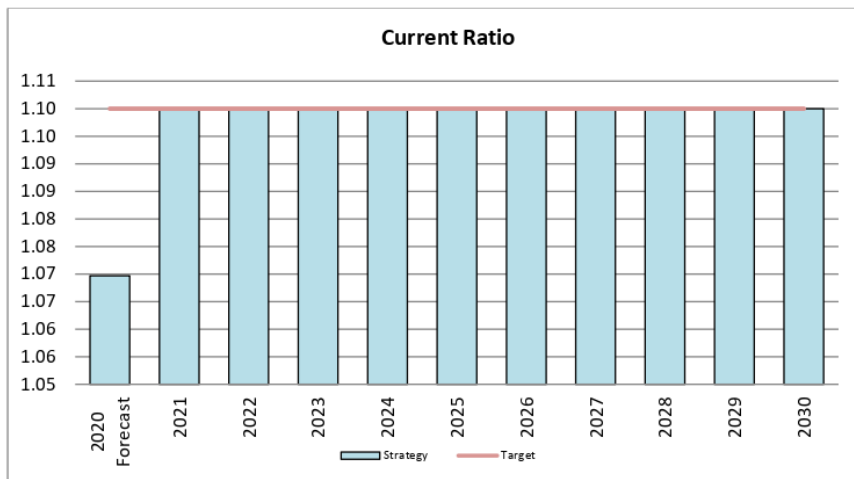
The following graph shows Council's strategy is sustainable into the future with its recurrent expenditure fully funded from recurrent income. The operating margin target of 1.00 will be met in all years.



5.1.2 Current Ratio

The current ratio measures the liquidity of Council. That is, Council's ability to meet its debt and financial obligations as they fall due. A ratio of 1.10 or more indicates that there is enough cash and liquid assets to cover short-term liabilities. Influencing factors are planning and budgetary control, timing of the completion of the capital works program, timing of cash flows and credit policies and collection of debts.

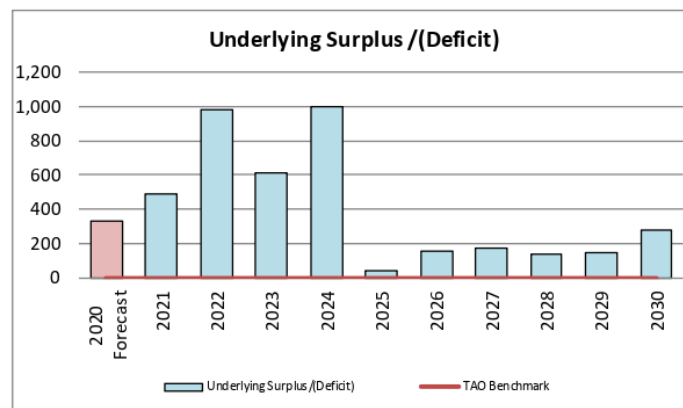
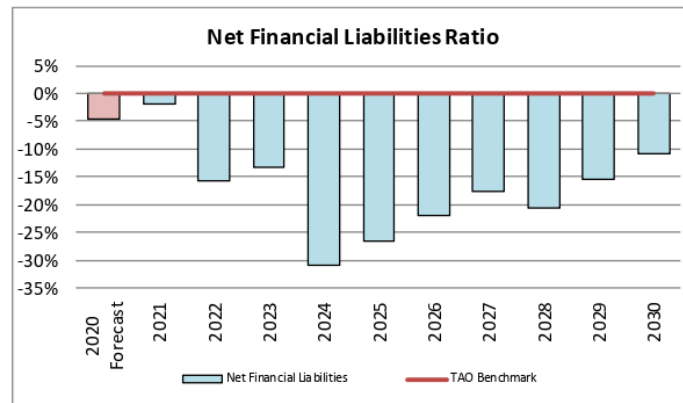
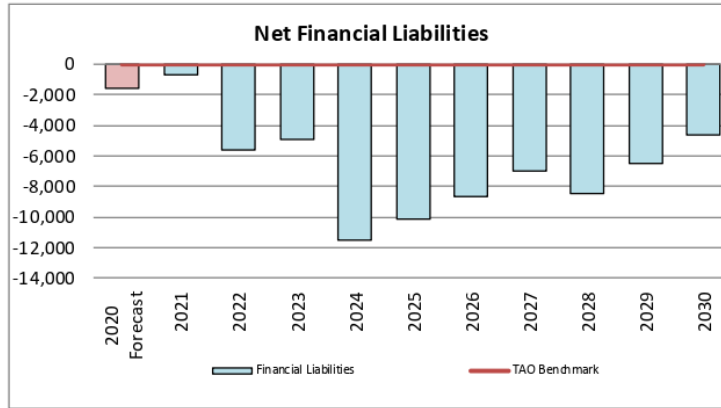
A benchmark of greater than 1.10 indicates that council's short term assets are greater than its short term liabilities. From 2021, Council is projected to meet the benchmark set by the FMS demonstrating that through good management and planning Council will be able to meet all short-term liabilities comfortably.



5.3 Financial Management Indicators

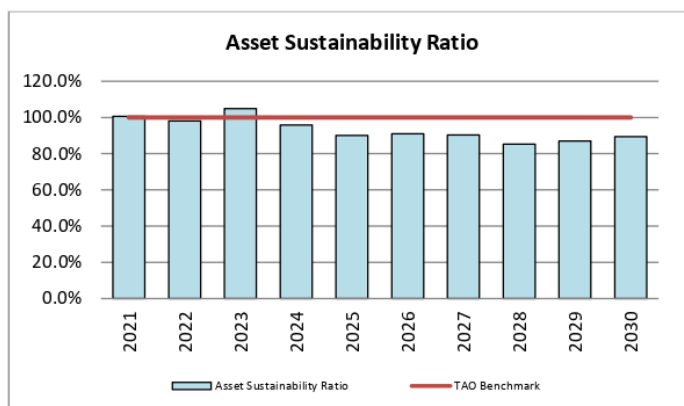
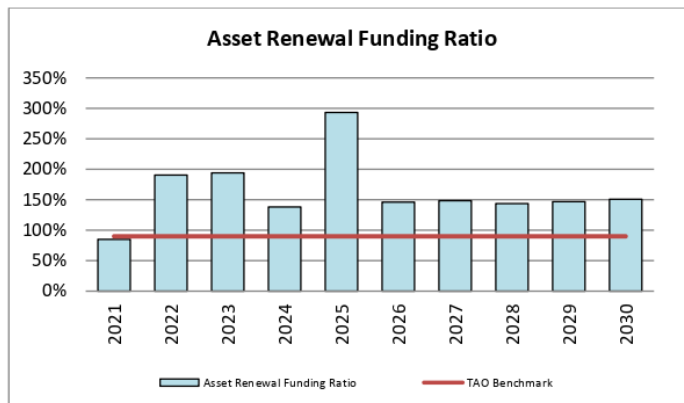
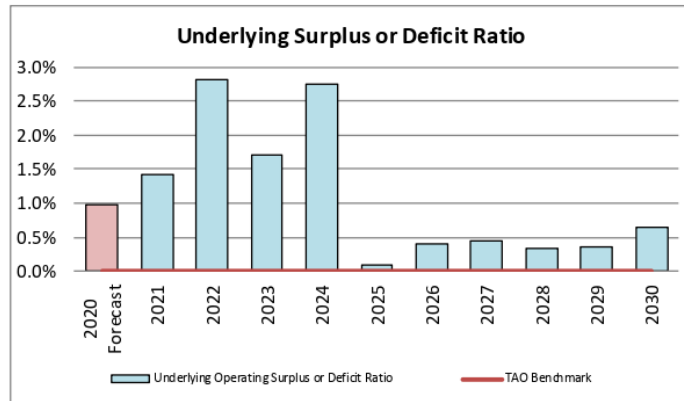
For the purposes of Section 84(2A) of the Local Government Act, Local Government (Management indicators) Order (S.R.2014, No. 36) has specified the following indicators; the Tasmanian Audit Office has identified benchmarks for each.

| Ratio | Description | Calculation | Tas Audit Office Benchmark | Benchmark Achieved |
|--|---|---|-------------------------------|--|
| Net financial liabilities | Shows whether Council's total liabilities can be met by its liquid assets. An excess of total liabilities over liquid assets means that, if all liabilities fell due at once, additional revenue would be required to fund the shortfall. | (\$) Total Liabilities less Financial Assets | Zero | Benchmark not achieved in any year |
| Net financial liabilities ratio | Indicates the extent to which net financial liabilities could be met by recurrent income. | (%) Net financial liabilities divided by recurrent income. | Between negative 50% and zero | ✓ |
| Underlying surplus or deficit | This ratio serves as an overall measure of financial operating effectiveness. | \$ Recurrent income (excluding income received specifically for new or upgraded assets, physical resources received free of charge or other income of a capital nature) less Recurrent Expenses for the reporting period. | Greater than zero | ✓ |
| Underlying surplus or deficit and ratio | The operating surplus ratio is the operating surplus (deficit) expressed as a percentage of total revenue (Adjusted by excluding capital grants, contributed PP&E and asset revaluation increment / decrements). | (%) Operating surplus (deficit) divided by total revenue - adjusted (excluding amounts received specifically for new or upgraded assets, physical resources received free of charge and revaluation increments). | Greater than zero | ✓ |
| Asset renewal funding ratio | Measures the capacity to fund asset replacement requirements. An inability to fund future requirements will result in revenue or expense or debt consequences, or a reduction in service levels. | Future asset replacement expenditure as per long term financial plan divided by future asset replacement expenditure requirement as per asset management plans. | At least 90% | Benchmark achieved from 2022 onwards |
| Asset sustainability ratio | The ratio of asset replacement expenditure relative to depreciation for a period. It measures whether assets are being replaced as they are wearing out. | (%) Capital expenditure on replacement/renewal of existing plant and equipment and infrastructure assets divided by their annual depreciation expense. | At least 100% | Benchmark achieved in 3 out of 10 years. |



Burnie City Council

Financial Management Strategy



6 Financial Modelling

The financial statements included in the FMS portray the projected long-term financial position and performance of the Burnie City Council over the next ten years. The FMS presents financial statements, as follows:

- Comprehensive Income Statement
- Statement of Cash Flows
- Statement of Financial Position

The statements are prepared on current knowledge and will no doubt be affected by various events that will occur in future years. It is important that the long-term financial projections in this strategy be revisited and updated on an annual basis.

The model is a guiding document to be used during the budget deliberation process. If the general thrust of the document is followed Council will maintain strong financial sustainability.

6.1 Modelling Methodology

Following each Statement are descriptions of the assumptions specifically applied to produce the long-term estimates. Broad percentages have not been applied universally in the modelling.

The forecast results as at 30 June 2020 has been used as the base point for the long term modelling. The following adjustments have been made to Council's base forecast operating result:

In past years the Federal Government has pre-paid 50% of Council's future year's financial assistance grant funding in June. The FMS assumes that financial assistance grant funding will not be pre-paid.

A surplus is currently forecast for the 2019-20 financial year. An analysis has been conducted on the 2019-20 forecast surplus to allocate the forecast variances in ongoing and one off savings. Only ongoing forecast variances have been included in the base used for the FMS.

6.2 Price Indexes

| Consumer Price Index (All Groups Hobart) | |
|--|--------------|
| Jun 2014 to Jun 2015 | 0.57% |
| Jun 2015 to Jun 2016 | 1.24% |
| Jun 2016 to Jun 2017 | 2.35% |
| Jun 2017 to Jun 2018 | 2.40% |
| Jun 2018 to Jun 2019 | 2.30% |
| Average | 1.77% |

The CPI reflects the general movement in costs in terms of groceries and other consumables. Where a Consumer Price Index (CPI) has been used in calculations it has been based on the average increase over the last 5 years as per the above table.

6.3 Comprehensive Income Statement

| Burnie City Council Comprehensive Income Statement | | | | | | | | | | | | |
|---|----------------------------|-----------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|--|
| | Forecast 2020 \$'000 | Strategic Projections | | | | | | | | | | |
| | | 2021 \$'000 | 2022 \$'000 | 2023 \$'000 | 2024 \$'000 | 2025 \$'000 | 2026 \$'000 | 2027 \$'000 | 2028 \$'000 | 2029 \$'000 | 2030 \$'000 | |
| Recurrent Income | | | | | | | | | | | | |
| Rates and charges | 22,884 | 23,463 | 24,052 | 24,652 | 25,262 | 25,884 | 26,516 | 27,159 | 27,814 | 28,480 | 29,158 | |
| Statutory fees and fines | 1,077 | 1,096 | 1,115 | 1,135 | 1,155 | 1,176 | 1,197 | 1,218 | 1,239 | 1,261 | 1,284 | |
| User fees | 4,848 | 4,934 | 5,021 | 5,110 | 5,200 | 5,293 | 5,386 | 5,482 | 5,579 | 5,677 | 5,778 | |
| Grants | 3,415 | 3,475 | 3,537 | 3,600 | 3,663 | 3,728 | 3,794 | 3,861 | 3,930 | 3,999 | 4,070 | |
| Reimbursements | 577 | 336 | 342 | 348 | 354 | 360 | 367 | 373 | 380 | 386 | 393 | |
| Other income | 629 | 640 | 651 | 663 | 675 | 687 | 699 | 711 | 724 | 737 | 750 | |
| Investment income | 939 | 909 | 909 | 909 | 909 | 909 | 909 | 909 | 909 | 909 | 909 | |
| Interest | 163 | 155 | 149 | 179 | 163 | 209 | 214 | 219 | 217 | 240 | 245 | |
| Total recurrent income | 34,532 | 35,008 | 35,777 | 36,596 | 37,382 | 38,245 | 39,081 | 39,932 | 40,791 | 41,690 | 42,586 | |
| Recurrent Expenses | | | | | | | | | | | | |
| Employee benefits | 12,220 | 12,526 | 12,839 | 13,160 | 13,489 | 13,826 | 14,171 | 14,526 | 14,889 | 15,261 | 15,643 | |
| Materials and services | 10,760 | 10,550 | 10,337 | 10,490 | 10,376 | 10,884 | 11,077 | 11,373 | 11,475 | 11,678 | 11,884 | |
| Depreciation and amortisation | 7,766 | 7,903 | 8,043 | 8,486 | 8,636 | 9,289 | 9,453 | 9,621 | 10,041 | 10,219 | 10,399 | |
| Finance costs | 57 | 82 | 62 | 267 | 237 | 500 | 450 | 397 | 343 | 407 | 338 | |
| Other expenses | 3,396 | 3,456 | 3,517 | 3,580 | 3,643 | 3,707 | 3,773 | 3,840 | 3,908 | 3,977 | 4,047 | |
| Total recurrent expenses | 34,200 | 34,518 | 34,798 | 35,982 | 36,380 | 38,206 | 38,925 | 39,756 | 40,655 | 41,541 | 42,312 | |
| Operating surplus/(deficit) before capital items | 332 | 491 | 979 | 614 | 1,002 | 38 | 156 | 176 | 136 | 149 | 275 | |
| Capital Items | | | | | | | | | | | | |
| Capital grants | 2,217 | 484 | 11,984 | 484 | 16,984 | 484 | 484 | 484 | 6,984 | 484 | 484 | |
| Developer Contributions | 18 | - | - | - | - | - | - | - | - | - | - | |
| Net gain/(loss) on disposal of assets | (250) | - | - | - | - | - | - | - | - | - | - | |
| | 1,985 | 484 | 11,984 | 484 | 16,984 | 484 | 484 | 484 | 6,984 | 484 | 484 | |
| Surplus/(Deficit) | 2,317 | 975 | 12,963 | 1,098 | 17,986 | 522 | 640 | 660 | 7,120 | 633 | 759 | |
| Operating Margin | 1.01 | 1.01 | 1.03 | 1.02 | 1.03 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.01 | |

Burnie City Council

Financial Management Strategy

6.3.1 Recurrent Income**Rates and charges**

Rates and charges are an important revenue stream for Council and are estimated to make up 70% of total Council operating (recurrent) revenue. It is necessary to balance the importance of rate revenue as a funding source and increase rates in line with rising costs in order to be financially sustainable.

The FMS recognises that the price of delivering services to the community over time will increase. The level of rates levied to cover those services will also need to increase in order to continue to deliver the same level of service. This does not however remove the ongoing desire of Council to achieve operational efficiencies.

Council will minimise costs where possible and will pass cost savings on to ratepayers in the form of lower rate increases. Council will ensure it only raises the revenue it needs. Increases allowed for in the modelling are indicative only.

A 1.77% increase has been allowed all rates and charges for the life of the strategy, in line with the 5-year average Consumer Price Index (all Groups) Hobart. This is exclusive of redistributive effects of revaluations.

Fire levies are set by the State government and are outside the control of Council. It has been assumed that levies will increase by 1.77% each year in line with the 5-year average Consumer Price Index (all Groups) Hobart.

An allowance has been made for supplementary rates and charges of \$174,000 per year which is consistent with historical trends.

Effective overall rate increases will be limited to those provided in the following table:-

| | Forecast | | | | | Strategic Projections | | | | | |
|--------------------------------|---------------|---------------|---------------|---------------|---------------|-----------------------|---------------|---------------|---------------|---------------|---------------|
| | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 |
| General Rate | 15,064 | 15,508 | 15,959 | 16,419 | 16,887 | 17,363 | 17,847 | 18,340 | 18,842 | 19,352 | 19,872 |
| Waste Service Charges | 4,005 | 4,076 | 4,148 | 4,221 | 4,296 | 4,372 | 4,450 | 4,528 | 4,609 | 4,690 | 4,773 |
| Stormwater Service Charges | 1,614 | 1,643 | 1,672 | 1,701 | 1,731 | 1,762 | 1,793 | 1,825 | 1,857 | 1,890 | 1,924 |
| Add: Supplementary Rates | 174 | 174 | 174 | 174 | 174 | 174 | 174 | 174 | 174 | 174 | 174 |
| | 20,857 | 21,400 | 21,953 | 22,516 | 23,088 | 23,671 | 24,264 | 24,867 | 25,481 | 26,106 | 26,742 |
| % Increase in Price | 1.77% | 1.77% | 1.77% | 1.77% | 1.77% | 1.77% | 1.77% | 1.77% | 1.77% | 1.77% | 1.77% |
| Fire Levies | 2,027 | 2,063 | 2,099 | 2,137 | 2,174 | 2,213 | 2,252 | 2,292 | 2,332 | 2,374 | 2,416 |
| Total Rates and Charges | 22,884 | 23,463 | 24,052 | 24,652 | 25,262 | 25,884 | 26,516 | 27,159 | 27,814 | 28,480 | 29,158 |

Statutory fees and fines

Statutory fees and fines relate mainly to fees and fines levied in accordance with legislative requirements. They include building fees, planning fees, parking fines, and animal registrations. It has been assumed that over time statutory fees and fines will increase by 1.77% per annum in line with the 5-year average Consumer Price Index (all Groups) Hobart.

User fees

User charges relate to the recovery of service delivery costs through the charging of fees to users of Council's services. These include parking fees, the hire of halls and sporting grounds. It has been assumed that over time user fees and fines will increase by 1.77% per annum in line with the 5-year average Consumer Price Index (all Groups) Hobart.

Grants

The main source of grant revenue is from the State Grants Commission (SGC) in the form of Financial Assistance Grants (FAG). Council have little control over the level of FAG received with significant changes are only likely to occur as a result of a change in population. It has been assumed that the population will

Burnie City Council

Financial Management Strategy

remain constant and the current base funding will continue. It has been assumed that the funding will be indexed by CPI from 2020 onwards and therefore an increase of 1.77% has been applied from 2021 through to 2030.

Reimbursements

It has been assumed that reimbursements will increase by 1.77% per annum in line with the 5-year average Consumer Price Index (all Groups) Hobart.

Other income

Other income includes rates penalties and rental income on Council properties. It has been assumed that other income will increase by 1.77% per annum in line with the 5-year average Consumer Price Index (all Groups) Hobart.

Dividends and distributions

Dividends and distributions occur as a result of Council's ownership interests in other entities and are dependent on continued ownership and profitability of those entities.

Distributions from Tas Water have been allowed for in line with the entity's Corporate Plan (based on Council's equity of 4.14%). It should be noted that the distributions are outside the control of Council and there is some risk that dividends will not be paid in line with the entity's Corporate Plan. Council relies on the revenue stream as a funding source for recurrent expenditure and therefore if there is any material changes to the distributions planned, Council will need to review its reliance on the dividends as a funding source. Distributions from Tas Water of \$0.828m per annum has been allowed.

At the time of preparing the FMS discussion is occurring with regard to reform of TasWater. This has the potential to change distributions especially post 2024-2025.

Distributions are also allowed for Council's controlled entities, Tas Communications and Burnie Airport Corporation in line with estimated profits from these entities.

Interest

Interest on investments has been calculated based on the estimated average level of investments held during the year. It has been estimated that 50% of rates revenue will be paid in full by the end of August. A rate of 1.85% has been used to which is consistent with Council's current return on its investment portfolio and Council's weighted average interest rate as at 31 December 2019.

6.3.3 Recurrent Expenses

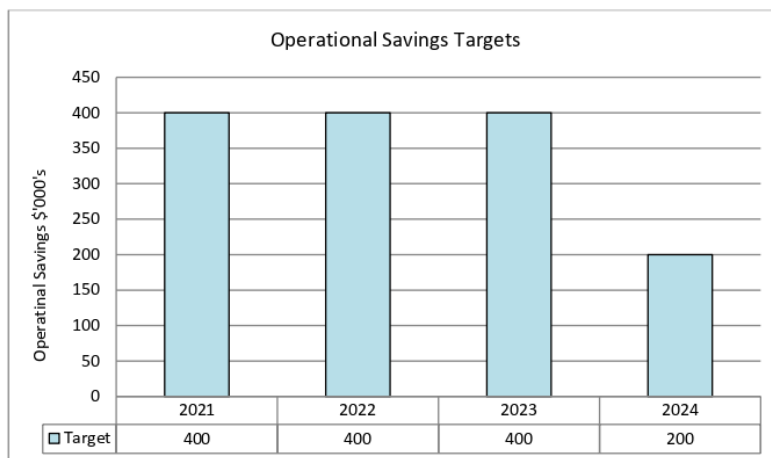
Employee benefits

The Financial Management Strategy includes wage increases in line with Council’s current Enterprise Bargaining Agreement (EBA). Council is about to enter into negotiations on a new EBA and therefore actual wage increases in future years are unknown at the time of completing the strategy.

Materials and services

It has been assumed that materials and services will increase by 1.77% per annum in line with the 5-year average Consumer Price Index (all Groups) Hobart.

Operational savings targets in the order over \$1.400m over 4 years have been allowed. The savings targets will need to be met for ongoing sustainability to be achieved.



Depreciation and amortisation

Depreciation is an accounting measure which attempts to allocate the value of an asset over its useful life. It is the financial representation of the annual increase in the value of, or consumption of the service inherent in council’s assets. Annual depreciation therefore is an estimate of funds that will need to be spent at some time in the future to renew Councils existing assets. The depreciation estimate in the strategy includes additional depreciation on a number of significant capital projects Council wishes to complete over the next ten year period including:

- North West Museum & Art Gallery;
- Completion of the Coastal Pathway
- New Indoor multi-purpose sports stadium
- Renewal of the Olympic pool at the Burnie Aquatic Centre

It has been assumed that depreciation on current Council assets will be contained to increase by no more than 1.77% per annum in line with the 5-year average Consumer Price Index (all Groups) Hobart.

Burnie City CouncilFinancial Management Strategy

The factors affecting the 'consumption' of an asset are:

- the quality of the original asset;
- the wear and tear to which the asset is subjected;
- the environment in which the asset is operated or constructed;
- the maintenance provided to the asset;
- technical obsolescence; and
- commercial obsolescence.

Finance costs

Finance costs relate to interest charged by financial institutions on funds borrowed. The level of borrowings and the level of interest rates influence borrowing costs.

The strategy includes funding for a number of significant capital projects over its ten year life. It has been assumed that funding for these projects will be split equally between the Federal & State Governments and Council, with Council funding it's 1/3rd contribution through loan borrowings. New borrowings included in the strategy have been included based on a ten year fixed term loan with interest at 3.5%. All Council's existing loans are for fixed term and are at a fixed interest rate for the full term of the loan.

Other expenses

Other expenses include levies to state government for land tax and fire levies, water sewer and rates, remissions & discounts, and auditor remuneration. It has been assumed that other expenses will increase by CPI each year 1.77%.

6.5 Statement of Cash Flows

Council needs to make sure that enough funds are on hand at year-end to meet all current liabilities. A measure of liquidity is the current ratio, which is discussed below.

| Burnie City Council Statement of Cash Flows | | | | | | | | | | | | |
|--|----------------|----------------|-----------------------|----------------|-----------------|----------------|----------------|----------------|-----------------|----------------|----------------|--|
| | Forecast | | Strategic Projections | | | | | | | 2029 | 2030 | |
| | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | | | |
| | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | |
| Cash flows from operating activities | | | | | | | | | | | | |
| Rates and charges | 22,850 | 23,437 | 24,025 | 24,625 | 25,235 | 25,855 | 26,487 | 27,130 | 27,784 | 28,450 | 29,127 | |
| Statutory fees and fines | 1,077 | 1,096 | 1,115 | 1,135 | 1,155 | 1,176 | 1,197 | 1,218 | 1,239 | 1,261 | 1,284 | |
| User fees | 4,848 | 4,934 | 5,021 | 5,110 | 5,200 | 5,293 | 5,386 | 5,482 | 5,579 | 5,677 | 5,778 | |
| Grants | 3,415 | 3,475 | 3,537 | 3,600 | 3,663 | 3,728 | 3,794 | 3,861 | 3,930 | 3,999 | 4,070 | |
| Reimbursements | 577 | 336 | 342 | 348 | 354 | 360 | 367 | 373 | 380 | 386 | 393 | |
| Other income | 792 | 640 | 651 | 663 | 675 | 687 | 699 | 711 | 724 | 737 | 750 | |
| Payments to suppliers | (10,390) | (10,510) | (10,296) | (10,448) | (10,333) | (10,841) | (11,032) | (11,328) | (11,631) | (11,836) | (12,141) | |
| Payments to employees | (12,367) | (12,480) | (13,112) | (13,441) | (13,441) | (13,777) | (14,122) | (14,475) | (14,837) | (15,209) | (15,589) | |
| Other payments | (3,396) | (3,456) | (3,517) | (3,580) | (3,643) | (3,707) | (3,773) | (3,840) | (3,908) | (3,977) | (4,047) | |
| Net cash provided by (used in) operating activities | 7,406 | 7,472 | 8,087 | 8,341 | 8,866 | 8,774 | 9,002 | 9,132 | 9,461 | 9,694 | 9,928 | |
| Cash flows from investing activities | | | | | | | | | | | | |
| Payments for property, infrastructure, plant and equip | (12,327) | (7,955) | (25,886) | (8,500) | (33,279) | (8,371) | (8,603) | (8,688) | (18,563) | (8,893) | (9,298) | |
| Investment income | 989 | 1,064 | 1,058 | 1,088 | 1,072 | 1,118 | 1,123 | 1,128 | 1,126 | 1,149 | 1,154 | |
| Capital grants | 2,217 | 484 | 11,984 | 484 | 16,384 | 484 | 484 | 484 | 6,984 | 484 | 484 | |
| Net cash provided by (used in) investing activities | (9,121) | (6,407) | (12,844) | (7,328) | (15,223) | (6,769) | (6,996) | (7,076) | (10,453) | (7,260) | (7,660) | |
| Cash flows from financing activities | | | | | | | | | | | | |
| Finance costs | (57) | (82) | (62) | (267) | (237) | (500) | (450) | (397) | (343) | (407) | (338) | |
| Repayment of interest bearing loans and borrowings | (324) | (557) | (1,032) | (795) | (706) | (1,455) | (1,506) | (1,559) | (1,615) | (1,977) | (2,031) | |
| Proceeds from loan drawdown | 1,200 | - | 6,500 | - | 8,500 | - | - | - | 3,500 | - | - | |
| Net cash provided by (used in) financing activities | 819 | (639) | 5,406 | (1,062) | 7,557 | (1,955) | (1,956) | (1,956) | 1,542 | (2,384) | (2,369) | |
| Net increase (decrease) in cash and cash equivalents | (946) | 426 | 649 | (49) | 1,200 | 50 | 50 | 100 | 550 | 50 | (101) | |
| Cash and cash equivalents at the beginning of the financial year | 4,870 | 3,924 | 4,350 | 5,000 | 4,950 | 6,150 | 6,200 | 6,250 | 6,350 | 6,900 | 6,950 | |
| Cash and cash equivalents at the end of the period | 3,924 | 4,350 | 5,000 | 4,950 | 6,150 | 6,200 | 6,250 | 6,350 | 6,900 | 6,950 | 6,850 | |
| Represented by: | | | | | | | | | | | | |
| Cash at Bank | 500 | 500 | 500 | 500 | 500 | 500 | 500 | 500 | 500 | 500 | 500 | |
| Investments | 3,424 | 3,850 | 4,500 | 4,450 | 5,650 | 5,700 | 5,750 | 5,850 | 6,400 | 6,450 | 6,350 | |
| | 3,924 | 4,350 | 5,000 | 4,950 | 6,150 | 6,200 | 6,250 | 6,350 | 6,900 | 6,950 | 6,850 | |

Burnie City Council

Financial Management Strategy

The above statement includes the cash based transactions shown in the Income Statement with the addition of estimated capital movements. Further information on the assumptions used, where items differ to the Income Statement, is provided below.

6.5.1 Operating activities

Cash generated from operating activities refers to cash generated or used in the normal service delivery functions of Council. Cash remaining after paying for the provision of services to the community may be available for investment in capital works or repayment of debt. Council predominantly uses the funds generated from operating activities to fund its capital works program (refer to 2. Investing activities below and 3.4.1.1. Capital Works Expenditure & Asset Renewal Needs). It has been assumed that debt collection will remain constant over the 10 year period with receivables and payables increasing only by 1.77% in line with CPI.

The net cash flows provided by operating activities do not equal the operating result for the year due to the expected revenues and expenses including non-cash items which have been excluded from the Statement of Cash Flows. The following table is a reconciliation of cash provided from operating activities to the operating surplus/(deficit) for the year per the Comprehensive Income Statement:

| | Forecast | Strategic Projections | | | | | | | | | |
|---|----------------|-----------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| | 2020 \$'000 | 2021 \$'000 | 2022 \$'000 | 2023 \$'000 | 2024 \$'000 | 2025 \$'000 | 2026 \$'000 | 2027 \$'000 | 2028 \$'000 | 2029 \$'000 | 2030 \$'000 |
| Operating Surplus per Income Statement | 332 | 491 | 979 | 614 | 1,002 | 38 | 156 | 176 | 136 | 149 | 275 |
| Borrowing Costs | 57 | 82 | 62 | 267 | 237 | 500 | 450 | 397 | 343 | 407 | 338 |
| Depreciation Expense | 7,766 | 7,903 | 8,043 | 8,486 | 8,636 | 9,289 | 9,453 | 9,621 | 10,041 | 10,219 | 10,399 |
| Dividends and Distributions | (939) | (1,064) | (1,058) | (1,088) | (1,072) | (1,118) | (1,123) | (1,128) | (1,126) | (1,149) | (1,154) |
| Receivables Movement | (33) | (26) | (27) | (27) | (28) | (28) | (29) | (29) | (30) | (30) | (31) |
| Other assets/inventories | 5 | (1) | (1) | (1) | (1) | (1) | (1) | (1) | (1) | (1) | (1) |
| Payables Movement | 365 | 42 | 42 | 43 | 44 | 45 | 45 | 46 | 47 | 48 | 49 |
| Employee Provisions | (147) | 46 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 52 | 53 |
| Cash Provided/used in operating activities | 7,406 | 7,472 | 8,087 | 8,341 | 8,866 | 8,774 | 9,002 | 9,132 | 9,461 | 9,694 | 9,928 |

6.5.2 Investing activities

Refers to cash generated or used in the enhancement or creation of infrastructure assets and other assets. These activities also include capital grants and proceeds from the sale of property, infrastructure, plant and equipment.

It is the community that has the pre-eminent role in setting the service levels that will meet their needs and outcomes based on their capacity to pay for the service. Council in the first instance will plan for the renewal of its existing infrastructure in order to maintain current service levels.

Council does not retain and quarantine money for particular future purposes unless required by legislation or agreement with other parties. Capital expenditure decisions are made based on:

- identified community need and benefit relative to other expenditure options;
- cost effectiveness of the proposed means of service delivery; and
- affordability of proposals having regard to Council's long-term financial sustainability.

It has been assumed that no material asset sales will occur over the 10-year period.

6.5.4 Financing activities

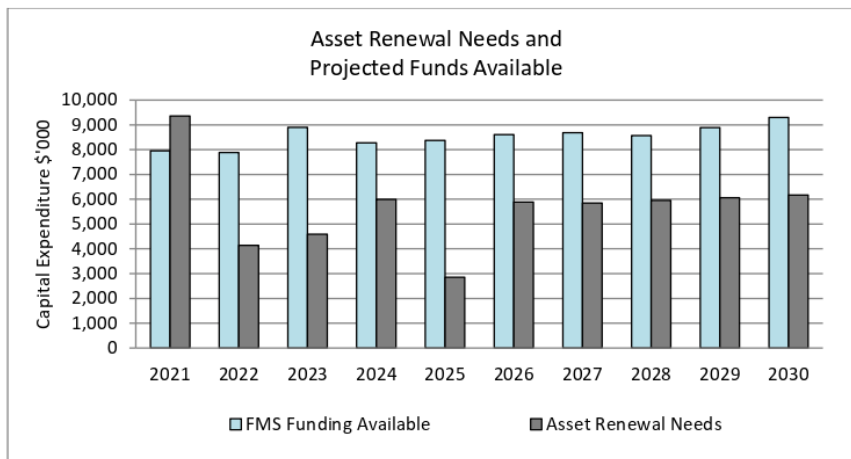
Refers to cash generated or used in the financing of Council functions and include borrowings and repayment of borrowings and any associated costs.

6.5.5 Capital Works Expenditure and Asset Renewal Needs

The community has the pre-eminent role in setting the service levels that will meet their needs and outcomes based on their capacity to pay for the service. Council in the first instance will plan for the renewal of its existing infrastructure in order to maintain current service levels.

Renewal expenditure is expenditure on an existing asset which reinstates the existing service potential or the life of an asset up to that which it had originally. It may reduce future operating and maintenance expenditure if completed at the optimum time. Asset upgrades are carried out to address deficiencies in current service levels or to meet new standards or statutory requirements. Expenditure on new assets in most cases will result in future costs for operation, maintenance and capital renewal expenditure.

The funds available for capital expenditure over the next 10 years will on average cover Council's asset renewal needs. Asset renewals will be a challenge in the short term but can be met on average over time.



6.7 Statement of Financial Position

The statement of financial position demonstrates that Council will be financially sustainable over the 10-year period. The benchmark current ratio of 1.10 is likely to be achieved in each year indicating that Council will be able to meet all short-term liabilities comfortably.

| | Forecast 2020 \$'000 | Strategic Projections | | | | | | | | | | 2030 \$'000 | |
|---|----------------------------|-----------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| | | 2021 \$'000 | 2022 \$'000 | 2023 \$'000 | 2024 \$'000 | 2025 \$'000 | 2026 \$'000 | 2027 \$'000 | 2028 \$'000 | 2029 \$'000 | 2030 \$'000 | | |
| Assets | | | | | | | | | | | | | |
| Current assets | | | | | | | | | | | | | |
| Cash and cash equivalents | 3,924 | 4,350 | 5,000 | 4,950 | 6,150 | 6,200 | 6,250 | 6,350 | 6,900 | 6,950 | 6,850 | 6,850 | 6,850 |
| Trade and other receivables | 1,492 | 1,518 | 1,545 | 1,573 | 1,600 | 1,629 | 1,658 | 1,687 | 1,717 | 1,747 | 1,778 | 1,778 | 1,778 |
| Other assets | 34 | 35 | 35 | 36 | 36 | 37 | 38 | 38 | 39 | 39 | 40 | 41 | 41 |
| Inventories | 139 | 141 | 144 | 147 | 149 | 152 | 154 | 157 | 160 | 163 | 166 | 166 | 166 |
| Total current assets | 5,589 | 6,045 | 6,724 | 6,705 | 7,936 | 8,018 | 8,100 | 8,232 | 8,816 | 8,900 | 8,834 | 8,834 | 8,834 |
| Non-current assets | | | | | | | | | | | | | |
| Investment in water corporation | 75,672 | 75,672 | 75,672 | 75,672 | 75,672 | 75,672 | 75,672 | 75,672 | 75,672 | 75,672 | 75,672 | 75,672 | 75,672 |
| Investment in subsidiaries | 2,103 | 2,103 | 2,103 | 2,103 | 2,103 | 2,103 | 2,103 | 2,103 | 2,103 | 2,103 | 2,103 | 2,103 | 2,103 |
| Investment in joint venture | 3,311 | 3,311 | 3,311 | 3,311 | 3,311 | 3,311 | 3,311 | 3,311 | 3,311 | 3,311 | 3,311 | 3,311 | 3,311 |
| Non-current assets held for transfer | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Property, infrastructure, plant and equipment | 343,243 | 343,295 | 361,137 | 361,551 | 386,195 | 385,277 | 384,428 | 383,494 | 392,015 | 390,691 | 389,589 | 389,589 | 389,589 |
| Total non-current assets | 424,329 | 424,381 | 442,223 | 442,637 | 467,281 | 466,363 | 465,514 | 464,580 | 473,101 | 471,777 | 470,675 | 470,675 | 470,675 |
| Total assets | 429,918 | 430,425 | 448,947 | 449,343 | 475,217 | 474,380 | 473,612 | 472,812 | 481,917 | 480,677 | 479,510 | 479,510 | 479,510 |
| Liabilities | | | | | | | | | | | | | |
| Current liabilities | | | | | | | | | | | | | |
| Trade and other payables | 2,347 | 2,389 | 2,431 | 2,474 | 2,518 | 2,562 | 2,608 | 2,654 | 2,701 | 2,748 | 2,797 | 2,797 | 2,797 |
| Trust funds and deposits | 138 | 140 | 143 | 145 | 148 | 151 | 153 | 156 | 159 | 162 | 164 | 164 | 164 |
| Interest-bearing loans and borrowings | 329 | 516 | 1,031 | 919 | 1,934 | 1,934 | 1,934 | 1,934 | 2,352 | 2,340 | 2,189 | 2,189 | 2,189 |
| Employee provisions | 2,411 | 2,454 | 2,497 | 2,541 | 2,586 | 2,632 | 2,679 | 2,726 | 2,774 | 2,823 | 2,873 | 2,873 | 2,873 |
| Total current liabilities | 5,225 | 5,499 | 6,102 | 6,080 | 7,186 | 7,279 | 7,374 | 7,470 | 7,985 | 8,073 | 8,024 | 8,024 | 8,024 |
| Non-current liabilities | | | | | | | | | | | | | |
| Interest-bearing loans and borrowings | 1,811 | 1,067 | 6,020 | 5,337 | 12,116 | 10,661 | 9,155 | 7,596 | 9,063 | 7,098 | 5,218 | 5,218 | 5,218 |
| Employee provisions | 163 | 166 | 169 | 172 | 175 | 178 | 181 | 184 | 188 | 191 | 194 | 194 | 194 |
| Total non-current liabilities | 1,974 | 1,233 | 6,189 | 5,509 | 12,291 | 10,839 | 9,336 | 7,780 | 9,251 | 7,289 | 5,412 | 5,412 | 5,412 |
| Total liabilities | 7,199 | 6,732 | 12,291 | 11,588 | 19,477 | 18,118 | 16,710 | 15,250 | 17,235 | 15,362 | 13,436 | 13,436 | 13,436 |
| Net Assets | 422,719 | 423,694 | 436,657 | 437,754 | 455,740 | 456,263 | 456,903 | 457,562 | 464,682 | 465,315 | 466,073 | 466,073 | 466,073 |
| Equity | | | | | | | | | | | | | |
| Accumulated surplus | 274,148 | 276,465 | 277,440 | 290,403 | 291,500 | 309,486 | 310,009 | 310,649 | 311,308 | 318,428 | 319,061 | 319,061 | 319,061 |
| Surplus/(deficit) | 2,317 | 975 | 12,963 | 1,098 | 17,986 | 572 | 640 | 660 | 7,120 | 633 | 759 | 759 | 759 |
| Reserves | 146,254 | 146,254 | 146,254 | 146,254 | 146,254 | 146,254 | 146,254 | 146,254 | 146,254 | 146,254 | 146,254 | 146,254 | 146,254 |
| Total Equity | 422,719 | 423,694 | 436,657 | 437,754 | 455,740 | 456,263 | 456,903 | 457,562 | 464,682 | 465,315 | 466,073 | 466,073 | 466,073 |
| CURRENT RATIO | 1.07 | 1.10 | 1.10 | 1.10 | 1.10 | 1.10 | 1.10 | 1.10 | 1.10 | 1.10 | 1.10 | 1.10 | 1.10 |

6.8 Sensitivity Analysis

Council’s largest expenses categories are employee costs, materials and services and depreciation. Council largest revenue item is rate revenue. The outcomes of the financial modelling are significantly affected if actual results in these categories are different to forecast.

The long term modelling is based on a number of underlying assumptions. Sensitivity analysis identifies the impact on Council’s financial position of changes in these assumptions and highlights the factors most likely to affect the outcomes of the Plan.

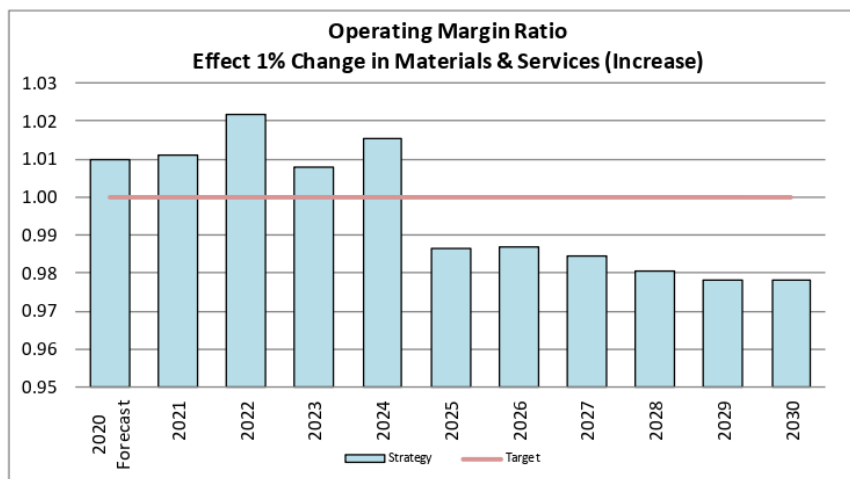
Sensitivity analysis looks at ‘what if’ scenarios. For example, what happens to Council’s financial position if salary and wage increases are 1% higher than forecast.

All sensitivity impacts were assessed by reference to the key financial indicator ‘Operating Margin’ at the end of the 10 year planning period. The analysis excludes the impact on investment income resulting from higher or lower investment balances that would result from the change in each of the assumptions modelled.

The major underlying assumptions underpinning the modelling have been subject to sensitivity analysis and the following impacts have been identified.

6.8.1 Effect of Inflation on Materials and Services

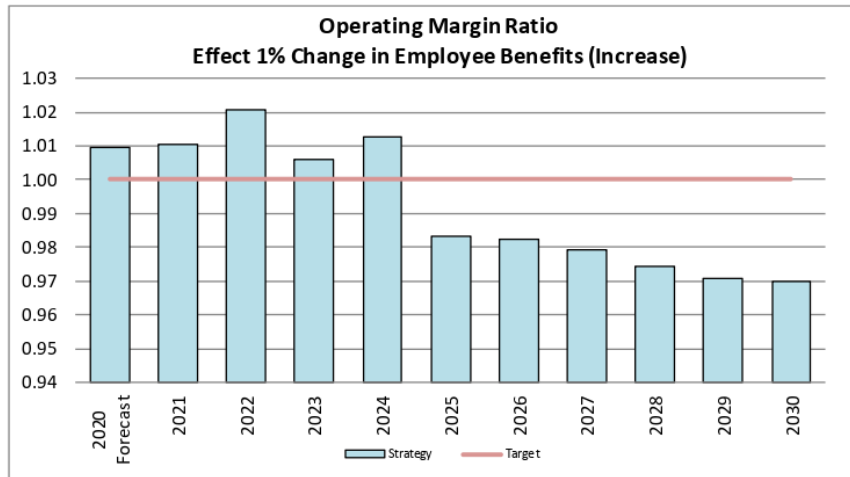
The financial modelling assumes that materials and services will be contained to CPI of 1.77% per annum. If CPI is greater and costs increase by 1% more than that allowed for in the modelling, Council would not achieve a sustainable operating margin from 2025 onwards.



The operational cost quantum in 2021 would be \$108,000. The analysis excludes any potential impact on the replacement value of assets. To remedy, general rates would need to increase by 0.72%.

6.8.3 Employee salaries and wages

The financial modelling assumes that employee costs will increase in line with Council's current EBA. If employee salaries and wages growth is 1% greater, Council would not achieve a sustainable operating margin from 2025 onwards.

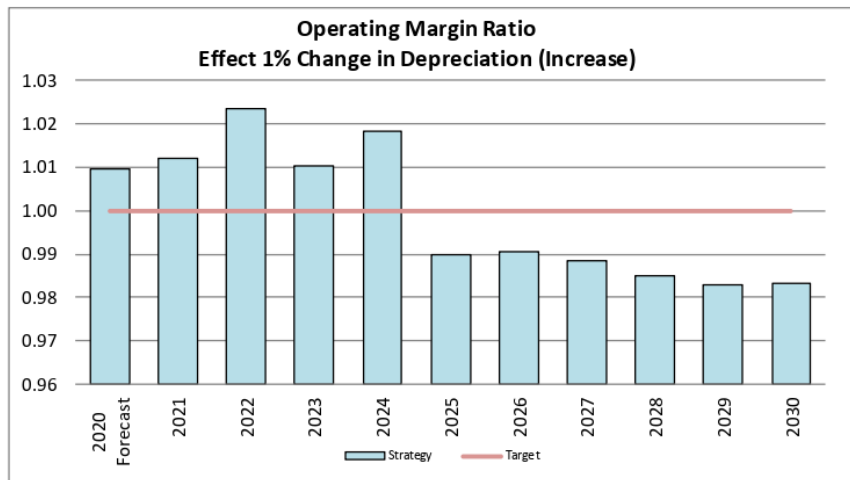


The operational cost quantum in 2021 would be \$122,000. The analysis excludes any potential impact on the replacement value of assets (and depreciation expense). To remedy, general rates would need to increase by 0.81%.

6.8.4 Effect of Inflation on Depreciation

The financial modelling assumes that the depreciation increases will be able to be contained to 1.77% per annum (CPI). Influencing factors are the expected useful life of existing assets, the replacement value of existing assets, and new depreciation expense being added from capital expenditure on new projects.

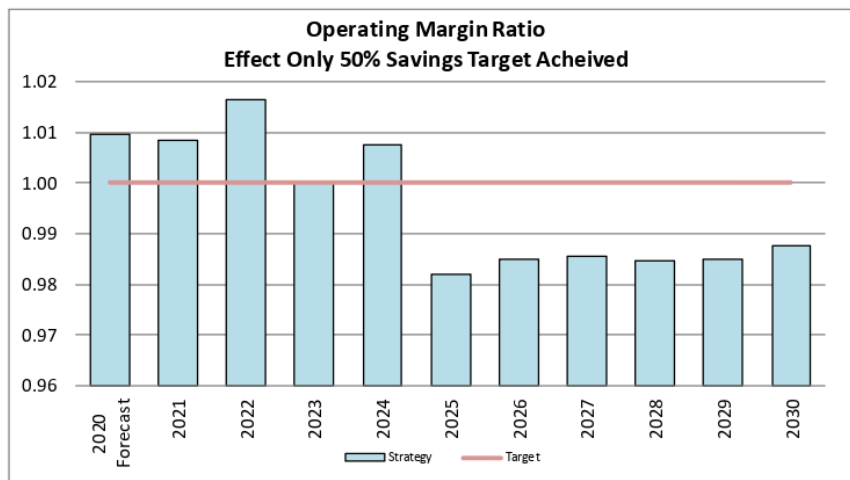
If depreciation expense is 1% greater, Council would not achieve a sustainable operating margin from 2025 onwards.



The operational cost quantum in 2021 would be \$78,000. To remedy, general rates would need to increase by 0.52%.

6.8.5 Operational Savings Targets

Operational savings targets in the order over \$1.400m over 4 years have been allowed for in the modelling. There is some risk that the savings cannot be achieved without impacting on the acceptable level of service. If the savings targets are not met, Council would not achieve a sustainable operating margin from 2025 onwards.

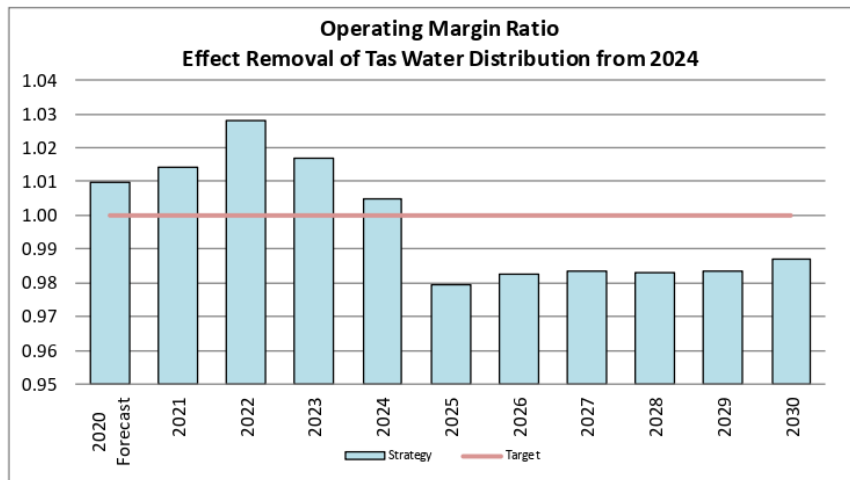


If only 50% of the target is met and \$0.700m achieved in savings, to remedy, general rates would have to increase by 4.67% above CPI over the life of the strategy.

6.8.6 Removal of TasWater Distribution

Council relies on TasWater distributions as a funding source for recurrent expenditure and therefore if there is any material change to the dividends planned, Council's operating margin will be impacted.

Distributions from TasWater have been allowed for in line with the entity's Corporate Plan (based on Council's equity of 4.14%). A distribution of \$0.828m per annum has been allowed for in the strategy. The modelling also assumes that the income stream will continue beyond 2024. The following graph shows the impact of the removal of the \$0.828m distributions to Council from 2024 onwards.

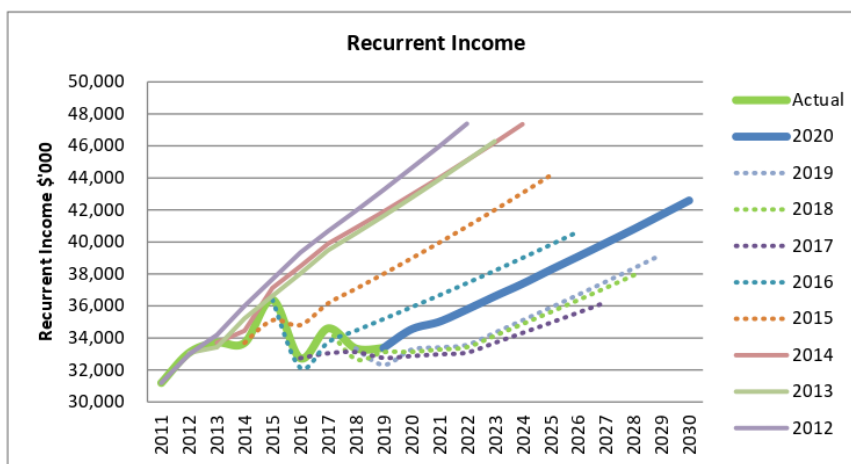


7 Historical Financial Performance

The projections contained in the financial modelling and are necessarily based upon certain assumptions. The FMS is intended to establish a framework that Council can benchmark its performance and strive to exceed the targets set. Where further efficiencies can be achieved, the benefits will be passed to ratepayers in the form of lower than projected general rate increases and or new infrastructure.

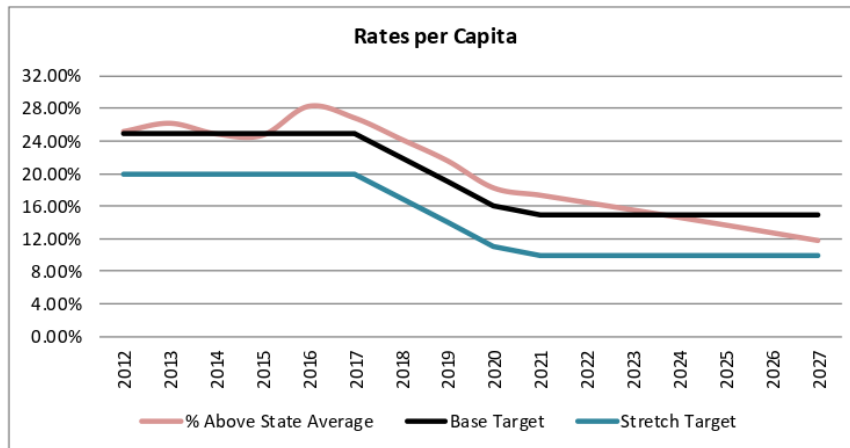
The following graphs demonstrate that the strategy has been a guiding document setting parameters to work within during budget deliberations rather than a document that locks in decisions. In many cases, the projected recurrent income and recurrent expenditures of Council has exceeded the expectations set within the modelling.

7.1 Recurrent Income



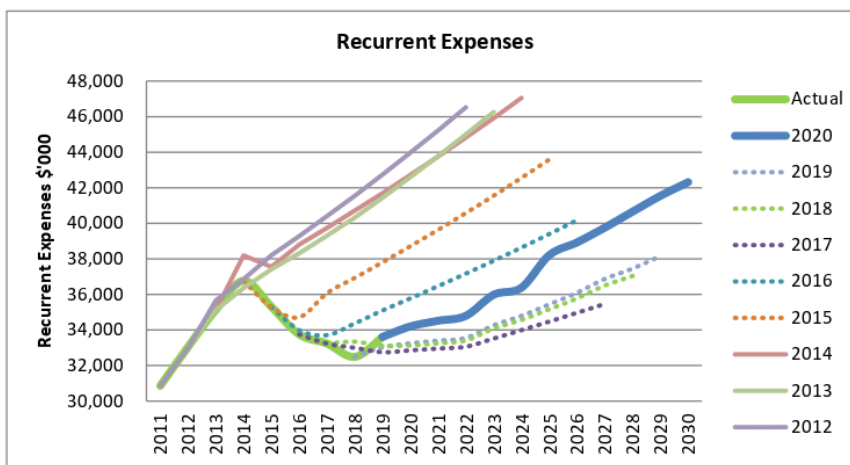
When the FMS was first adopted by Council in April 2012, the projected recurrent income in 2020 was \$44.593m. Recurrent income for 2020 is now forecast to be \$34.532m, a reduction of \$10.061m. Recurrent income reduced in 2014-15 due to Council's exit from the provision of child care services. The reduction was offset by a corresponding reduction in expenses. Recurrent income is expected to be contained and remain constant over the coming 10 year period.

7.3 Rates and Charges



When the FMS was first adopted by Council in April 2012, the projected rates and charges income required to keep up with expenditure growth was greater than the level of rates and charges today. In 2012 the projected rates and charges in 2020 was \$25.698m. Rates and charges are now forecast to be \$22.884m in 2020, a reduction of \$2.814m. This demonstrates Council's efforts to keep rate increases as low as possible in any given year through finding efficiencies.

7.4 Recurrent Expenses



When the FMS was first adopted by Council in April 2012, the projected recurrent expenses in 2020 was \$43.963m. Recurrent expenses for 2020 are now forecast to be \$34.200m, a reduction of \$9.763m. Expenses reduced in 2014-15 due to Council's exit from the provision of child care services. The reduction was offset by a corresponding reduction in income. Expenses reduced further in 2016 when operation of the federally funded Autism Centre was transferred to a private provider. Recurrent expenses are expected to be contained over and remain fairly consistent over the coming 10 year period.

GENERAL MANAGER**AO050-20 GENERAL MANAGER'S REPORT - OPEN SESSION**

FILE NO: 4/18/2

PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:*“THAT Council note the information contained in the General Manager’s Report.”***2.0 SUMMARY**

This report includes the following items:

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

2.1 GENERAL MANAGER’S COMMUNICATIONS

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

| Date | Meeting / Function |
|------------|--|
| 20 January | AICD TAS Member Forum Meeting |
| 23 January | Murchison Reference Group Meeting |
| | Burnie Airport Corporation Meeting |
| 24 January | Northern General Managers’ Meeting |
| 28 January | Meeting with Burnie Chaplain, Chris Swain |
| 31 January | Burnie International Business Lunch |
| 2 February | Caterpillar Burnie International Final’s Day |
| 4 February | TasWater Owners Representatives Quarterly Briefings - North West |
| 5 February | State Grants Commission 2020 Hearing |
| | Rebecca White MP and Anita Dow MP – North West event |
| 6 February | Burnie Hurricanes - Outdoor Training Facility Meeting |

| Date | Meeting / Function |
|------------|-------------------------|
| 7 February | Meeting with Alan Moret |

2.2 COUNCIL MEETING ACTION LIST

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

ATTACHMENTS

1. [Open Session - All Actions - 28 Jan 2020](#)
2. [Open Session - Outstanding Actions - Jan 2018 to Dec 2019](#)

COUNCIL RESOLUTION

Resolution number: MO041-20

MOVED: *Cr A Keygan*

SECONDED: *Cr T Bulle*

“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 28 Jan 2020 | | | | |
| Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note | | | Date From: 28/01/2020 | Date To: 28/01/2020 |
| | | | Printed: Friday, 7 February 2020 | |
| Item Number | Report Title | Action | Department | Completed |
| AO005-20 | MOTION ON NOTICE - ANNUAL CHRISTMAS EVENT | 30 Jan 2020 RES: Plan for and implement an annual Lighting the Christmas Tree event, utilising an existing tree, to commence the festive season, in accordance with the resolution of Council AO005-20. | Community and Economic Development | |
| Council 28/01/2020 | | | | |
| AO007-20 | MOTION ON NOTICE - CHRISTMAS FESTIVITIES | 30 Jan 2020 RES: Refer the consideration of greater resources for Christmas festivities to the 2020-21 budget deliberations, in accordance with the resolution of Council AO007-20. | Community and Economic Development | |
| Council 28/01/2020 | | | | |
| AO013-20 | PUBLIC QUESTION TIME | 30 Jan 2020 ACT: Prepare a response from the Mayor to Trent Aitken's public question regarding councillors' pool car use, as per AO013-20. 4 Feb 2020 Action completed. Letter of response sent - DOC ID 946294. | Office of the General Manager | 4/02/2020 |
| Council 28/01/2020 | | | | |
| AO013-20 | PUBLIC QUESTION TIME | 30 Jan 2020 ACT: Prepare a response from the Mayor to Ian Jones' public question regarding parking for service veterans, as per AO013-20. | Office of the General Manager | |
| Council 28/01/2020 | | | | |
| AO013-20 | PUBLIC QUESTION TIME | 30 Jan 2020 ACT: Prepare a response from the Mayor to Alan Moret's public questions regarding smoking in the CBD, as per AO013-20. | Office of the General Manager | |
| Council 28/01/2020 | | | | |
| AO013-20 | PUBLIC QUESTION TIME | 30 Jan 2020 ACT: Prepare a response from the Mayor to Karli Franks' public question re reducing emissions and energy use, as per AO013-20. | Office of the General Manager | |
| Council 28/01/2020 | | | | |
| AO015-20 | TASMANIAN PLANNING SCHEME DRAFT BURNIE LOCAL PROVISIONS SCHEDULE REPRESENTATIONS RECEIVED DURING EXHIBITION PERIOD | 30 Jan 2020 ACT: Provide a report to the Tasmanian Planning Commission relating to the draft Burnie Local Provision Schedule, in accordance with the resolution and information provided in Report AO015-20. 3 Feb 2020 Action completed. Section 35F report submitted to tasmanian Planning Commission on 29 January 2020 in accordance with decision of planning authority. | Land and Environmental Services | 3/02/2020 |
| Council 28/01/2020 | | | | |
| AO017-20 | LAND DISPOSAL PROPOSAL TO TRANSFER A PORTION OF PUBLIC LAND TO THE UNIVERSITY OF TASMANIA NEAR WEST PARK OVAL, BASS HIGHWAY, PARKLANDS WITHIN CONVEYANCE 22/4840, CT VOLUME 137631, FOLIO 1 | 30 Jan 2020 RES: Provide a response to Friends of Burnie Penguins advising of Council's decision to dispose of a portion of public land near West Park Oval, outlining their appeal rights, and enclosing a copy of report AO017-20. 5 Feb 2020 Action completed. Advice has been forwarded to the Friends in regard to the decision of Council and advising of appeal rights. | Works and Services | 5/02/2020 |
| Council 28/01/2020 | | | | |

| Council Meeting Action Report | | | | |
|--|--|---|------------------------------------|---------------------|
| All Actions for Open Session of 28 Jan 2020 | | | | |
| Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note | | | Date From: 28/01/2020 | Date To: 28/01/2020 |
| | | | Printed: Friday, 7 February 2020 | |
| Item Number | Report Title | Action | Department | Completed |
| AO018-20 | STREET DINING BY-LAW, BY-LAW NO. 1 OF 2020 | 30 Jan 2020 RES: Implement steps to certify, seal and gazette the Street Dining By-law No 1 of 2020 and make available to the public, in accordance with the resolution of Council AO018-20. | Corporate and Business Services | |
| Council 28/01/2020 | | | | |
| AO019-20 | APPOINTMENT OF ACTING GENERAL MANAGER - 2020 | 30 Jan 2020 ACT: Update the General Manager's Delegations Register with the appointment of G Neil for 2020, in accordance with the resolution of Council AO019-20. 6 Feb 2020 Action completed. Register updated. | Corporate and Business Services | 6/02/2020 |
| Council 28/01/2020 | | | | |
| AO020-20 | GENERAL MANAGER'S REPORT - OPEN SESSION | 30 Jan 2020 QON: Provide a response to Councillors on the question asking for what progress is there on developing indicative waterslide costs (as per Action Sheet in AO020-20). | Works and Services | |
| Council 28/01/2020 | | | | |
| AO021-20 | GENERAL MANAGER'S INFORMATION REPORT FOR WORKS AND SERVICES DECEMBER 2019 | 30 Jan 2020 QON: Provide a response to Councillors on the question about how the traffic plan will work for the Mount Street resurfacing (how lanes and traffic will be managed), from AO021-20. 6 Feb 2020 Action completed. Email advice provided 6 February 2020. | Works and Services | 6/02/2020 |
| Council 28/01/2020 | | | | |
| AO023-20 | GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT DECEMBER 2019 | 30 Jan 2020 QON: Provide a response to Councillors on the question about why Burnie Gift Cards no longer include Kmart and Cotton On and whether they can be re-approached to have them join again, per AO023-20. | Community and Economic Development | |
| Council 28/01/2020 | | | | |
| AO025-20 | COMMUNICATIONS JOURNAL JANUARY 2020 | 30 Jan 2020 ACT: Provide an acknowledgement from the GM to Roberts Limited for their correspondence relating to the planned closure of Quoiba saleyards and centralisation at Powranna, per AO025-20. 4 Feb 2020 Action completed. Acknowledgement letter sent - DOC ID 946287. | Office of the General Manager | 4/02/2020 |
| Council 28/01/2020 | | | | |
| AO025-20 | COMMUNICATIONS JOURNAL JANUARY 2020 | 30 Jan 2020 ACT: Refer a copy of the correspondence from the Valuer-General (AO025-20) regarding rate valuation of home based businesses to Mr Ian Jones, in follow up of his public question last year, under cover letter from the Mayor. 4 Feb 2020 Action completed. Correspondence sent to Ian Jones - DOC ID 946292. | Office of the General Manager | 4/02/2020 |
| Council 28/01/2020 | | | | |
| AO026-20 | COMMUNICATIONS JOURNAL - THE SALVATION ARMY AUSTRALIA TERRITORY (BURNIE CORPS) - BUSHFIRE APPEAL FUNDRAISER - BURNIE'S BIT | 30 Jan 2020 ACT: Provide a response to the Salvation Army advising of Council's support for the Bushfire Appeal Fundraiser - Burnie's Bit, in accordance with the resolution of Council AO025-20. | Community and Economic Development | |

| Council Meeting Action Report | | | | |
|--|--|---|------------------------------------|---------------------|
| All Actions for Open Session of 28 Jan 2020 | | | | |
| Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note | | | Date From: 28/01/2020 | Date To: 28/01/2020 |
| | | | Printed: Friday, 7 February 2020 | |
| Council 28/01/2020 | | | | |
| Item Number | Report Title | Action | Department | Completed |
| AO027-20 | COMMUNICATIONS JOURNAL - BURNIE HISTORICAL SOCIETY INC - NWMAG - RELOCATION OF THE OLD BURNIE INN | 30 Jan 2020 ACT: Advise the Burnie Historical Society of Council's decision relating to their correspondence about the Burnie Inn, and invite them to a workshop with Council to discuss the Burnie Inn, per AO027-20. | Community and Economic Development | |
| Council 28/01/2020 | | | | |
| AO028-20 | COMMUNICATIONS JOURNAL - FRIENDS OF THE BURNIE REGIONAL ART GALLERY - REVISITING WINTER WEEKEND CLOSURES | 30 Jan 2020 ACT: Provide a response to the BRAG Advisory Committee advising that Council will review the winter weekend closures within its 2020-21 budget process, per AO028-20. | Community and Economic Development | |
| Council 28/01/2020 | | | | |
| AO028-20 | COMMUNICATIONS JOURNAL - FRIENDS OF THE BURNIE REGIONAL ART GALLERY - REVISITING WINTER WEEKEND CLOSURES | 30 Jan 2020 RES: Ensure the review of winter weekend closures of BRAG and BRM is referred to the 2020-21 budget deliberations for consideration, in accordance with the resolution of Council AO028-20. | Community and Economic Development | |
| Council 28/01/2020 | | | | |
| AO029-20 | COMMUNICATIONS JOURNAL - CRADLE COAST WASTE MANAGEMENT GROUP - ANNUAL REPORT 2018/2019 | 30 Jan 2020 ACT: Provide an acknowledgement to the Cradle Coast Waste Management Group advising that the Annual Report 2018-19 has been received, per AO029-20. 5 Feb 2020 Action completed. Letter of acknowledgement has been sent. | Works and Services | 5/02/2020 |
| Council 28/01/2020 | | | | |
| AO031-20 | COMMUNICATIONS JOURNAL - HON ROGER JAENSCH MP, MINISTER FOR PLANNING - MAJOR INFRASTRUCTURE DEVELOPMENT APPROVALS ACT 1999 (MIDAA) | 30 Jan 2020 RES: Provide a response to the Minister for Planning advising Council's resolution in relation to the NW Tas Transmission Upgrades Project, in accordance with the resolution of Council AO031-20. 3 Feb 2020 Action completed. Advice provided to Planning Policy Unit in Dept of Justice on 3 February 2020 in accordance with decision of Council dated 28 Jan 2020 | Land and Environmental Services | 3/02/2020 |
| Council 28/01/2020 | | | | |

| Council Meeting Action Report | | Date From: 30/01/2018 | |
|--|--|---|------------------------------------|
| Outstanding Actions for Open Sessions Jan 2018 to Dec 2019 | | Date To: 31/12/2019 | |
| | | Printed: Friday, 7 February 2020 | |
| Key: RES = Action arising from Resolution; ACT = Action required in addition; | | | |
| QON = Question on Notice; NOTE = Progress Note | | | |
| Item Number | Report Title | Action | Department Completed |
| AO011-18 | MOTION ON NOTICE - PROPOSED RECREATIONAL PIER | 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. 26 Nov 2019 NOTE: Further correspondence drafted to new minister in regard to this matter | Works and Services |
| Council 30/01/2018 | | | |
| 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 | | | |
| AO105-18 | COMMUNICATIONS JOURNAL - BURNIE ATHLETIC CLUB INC - WEST PARK CLUB ROOMS | 17 Apr 2018 RES: Work with the appointed interim Working Group for West Park Sports Ground to develop the draft Terms of Reference for a West Park Special Advisory Committee, incorporating members as per the resolution of Council AO105-18. 3 Aug 2018 NOTE: To be considered at next Working Group meeting in late August. 9 Nov 2018 NOTE: Funding application submitted for BAC Clubroom extension and other improvements at West Park. | Community and Economic Development |
| Council 17/04/2018 | | | |
| AO126-18 | BURNIE LOOP TRAIL | 18 May 2018 RES: Progress signage and marketing collateral and implement the Burnie Loop Trail as endorsed by Council resolution AO126-18. 14 Dec 2018 NOTE: Route identified. Signage plan in development | Works and Services |
| Council 15/05/2018 | | | |

| Item Number | Report Title | Action | Department | Completed |
|---|---|---|------------------------------------|-----------|
| <p>Council Meeting Action Report Date From: 30/01/2018 Date To: 31/12/2019 Printed: Friday, 7 February 2020</p> <p>Outstanding Actions for Open Sessions Jan 2018 to Dec 2019</p> <p>Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note</p> | | | | |
| AO198-18 | MOTION ON NOTICE - SINGLE USE PLASTICS | <p>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.</p> <p>5 Sep 2018 NOTE: Initial discussion of ban workshopped with Aldermen 28 August. Council officers to present draft policy in early 2019.</p> <p>18 Jan 2019 NOTE: A working group established to develop policy</p> <p>27 Sep 2019 NOTE: Policy being completed. To be presented to a Workshop of Council in February 2020</p> | Community and Economic Development | |
| Council 21/08/2018 | | | | |
| AO237-18 | MOTION ON NOTICE - BIKE TRACK VIEW ROAD | <p>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.</p> <p>9 Nov 2018 NOTE: To be arranged for a workshop in the new year</p> <p>19 Jun 2019 NOTE: Workshop scheduled for 22 October 2019</p> <p>23 Oct 2019 NOTE: Council visited site, Pump track concept to be explored and further briefing provided to Council.</p> <p>26 Nov 2019 NOTE: Council further discussed project at 26 November workshop</p> <p>15 Dec 2019 NOTE: Working group to be established</p> | Works and Services | |
| Council 18/09/2018 | | | | |
| AO303-18 | MOTION ON NOTICE - INVESTIGATE WATERSLIDE COSTS | <p>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.</p> <p>4 Mar 2019 NOTE: Indicative costs being developed as part of federal election prospectus. Engagement with Aquatic centre working group to occur</p> | Works and Services | |
| Council 20/11/2018 | | | | |
| AO311-18 | MOTION ON NOTICE - WALKING TRAILS | <p>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.</p> <p>5 Jul 2019 NOTE: Trails being considered as part of broader track / trail strategy. Briefing previously provided to Council on signage strategy</p> | Works and Services | |
| Council 20/11/2018 | | | | |

| Council Meeting Action Report | | | | |
|--|--|---|----------------------------------|---------------------|
| Outstanding Actions for Open Sessions Jan 2018 to Dec 2019 | | | | |
| Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note | | | Date From: 30/01/2018 | Date To: 31/12/2019 |
| | | | Printed: Friday, 7 February 2020 | |
| 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. 26 Nov 2019 NOTE: Working group established to consider new stadium project | Works and Services | |
| Council 11/12/2018 | | | | |
| 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 23 May 2019 NOTE: Reviewed at workshop - site development concept (play space improvements) to be developed 26 Nov 2019 NOTE: Paper prepared. To be referred to workshop in 2020 | Works and Services | |
| Council 19/03/2019 | | | | |
| 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. 3 Jun 2019 NOTE: Revised Target Date changed to 26 Sep 2019. Reason: waiting on public to provide information; and for Toll to complete environmental survey on impact of new vessel. 4 Jul 2019 NOTE: Burnie Port Authority has advised results of a noise study conducted at a residential premises in Princes Street. General noise from atmospheric, ocean and other activities does not exceed thresholds for noise emissions. Low frequency hum audible in residence - does not exceed thresholds, but may be considered a nuisance. However, noise detectable during periods when Toll ship not in port. Further analysis required. | Land and Environmental Services | |
| Council 16/04/2019 | | | | |

| Council Meeting Action Report | | | | |
|--|--|---|----------------------------------|---------------------|
| Outstanding Actions for Open Sessions Jan 2018 to Dec 2019 | | | | |
| Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note | | | Date From: 30/01/2018 | Date To: 31/12/2019 |
| | | | Printed: Friday, 7 February 2020 | |
| Item Number | Report Title | Action | Department | Completed |
| AO088-19 | MOTION ON NOTICE - REEVES STREET | 18 Apr 2019 RES: Write to Metro to consider the possibility of a bus shelter in the vicinity of the Reeves St - Bunnings connection, in accordance with the resolution of Council AO088-19. 5 Jul 2019 NOTE: Department of State Growth are reviewing bus routes in Burnie. Opportunity to include stops on Reeve street under consideration by DSG and Metro | Works and Services | |
| 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. 24 May 2019 NOTE: Draft information compiled and sent to lawyer for review and drafting of Regulatory Impact Statement. 25 Nov 2019 NOTE: RIS Certification received from Director Local Government. Consultation phase underway. 2 Dec 2019 NOTE: Consultation phase in process - report to come to January meeting. 3 Feb 2020 NOTE: Council Report to make the Street Dining By-law passed by absolute majority in Item AO018-20 on 28 Jan 2020. By-law to be sealed, certified and gazetted. | Corporate and Business Services | |
| Council 16/04/2019 | | | | |
| AO158-19 | MOTION ON NOTICE - VIDEO RECORDING OF MOTIONS ON NOTICE AND PUBLIC QUESTION TIME AT COUNCIL MEETINGS | 19 Jun 2019 RES: Investigate livestreaming of Council Meetings, in accordance with resolution of Council AO158-19. | Corporate and Business Services | |
| Council 18/06/2019 | | | | |
| AO159-19 | MOTION ON NOTICE - CITY AND SUBURB INFRASTRUCTURE 2019-20 | 19 Jun 2019 RES: Prepare a framework for a city and suburb infrastructure plan that addresses the matters put forward in the resolution of Council AO159-19. 5 Jul 2019 NOTE: Officers working on a consultation framework. | Works and Services | |
| Council 18/06/2019 | | | | |
| AO161-19 | MOTION ON NOTICE - AURORA BOXES ARTWORK | 19 Jun 2019 RES: Investigate the potential to pain Aurora boxes in Burnie and workshop further with Council, as per the resolution of Council AO161-19. 5 Jul 2019 NOTE: Youth development officer has carriage of project. Currently liaising with relevant agencies | Works and Services | |
| Council 18/06/2019 | | | | |

| Council Meeting Action Report | | Date From: 30/01/2018 | |
|--|--|--|------------------------------------|
| Outstanding Actions for Open Sessions Jan 2018 to Dec 2019 | | Date To: 31/12/2019 | |
| | | Printed: Friday, 7 February 2020 | |
| Key: RES = Action arising from Resolution; ACT = Action required in addition; | | | |
| QON = Question on Notice; NOTE = Progress Note | | | |
| Item Number | Report Title | Action | Department Completed |
| AO189-19 | MOTION ON NOTICE - FOOD ORGANICS AND GARDEN ORGANICS (FOGO) COLLECTION | 17 Jul 2019 RES: Provide an updated FOGO Discussion Paper at a 2019 Workshop incorporating community consultation and cost implications for the FMS, so that the matter can be considered prior to the 2020-21 budget process, in accordance with the resolution of Council AO 189-19. 5 Sep 2019 NOTE: Paper drafted to be presented to 29 October workshop 23 Oct 2019 NOTE: Briefing provided to 22 October workshop. To progress to an education and communication planning process with CCWVG 15 Dec 2019 NOTE: Issue discussed with CCWVG. Awaiting a response for the group in regard to Council's suggestions | Works and Services |
| Council 16/07/2019 | | | |
| AO215-19 | MOTION ON NOTICE - SKATE PARK LIGHTING | 22 Aug 2019 RES: Engage a lighting designer and prepare an indicative design and price to install lighting at the Burnie Skate Park for consideration, in accordance with the resolution of Council AO215-19. 11 Sep 2019 NOTE: Concept design obtained. To be referred to budget process. | Works and Services |
| Council 20/08/2019 | | | |
| AO218-19 | MOTION ON NOTICE - STREET ART WORKING GROUP | 22 Aug 2019 RES: Form a street art working group to develop a 3 year strategy and action plan for street art in the city, to be presented to council in March 2020, in accordance with the resolution of Council AO218-19. 23 Dec 2019 NOTE: First Working Group meeting held. | Community and Economic Development |
| Council 20/08/2019 | | | |
| AO242-19 | MOTION ON NOTICE - CITY REVITALISATION PLAN | 30 Sep 2019 RES: Prepare a report to Council with proposed Terms of Reference for a CBD Revitalisation Working Group, in accordance with the resolution of Council AO242-19. 1 Oct 2019 NOTE: Listed for discussion at Workshop on 8.10.2019. 9 Oct 2019 NOTE: The establishment of a terms of reference was discussed at Council workshop on 8.10.2019. The consensus of the discussion was that this matter be deferred for six months. This will be discussed further with Council in April 2020. 13 Jan 2020 NOTE: Revised Target Date changed to 30 Apr 2020. Reason: Councillors to review in April 2020. | Office of the General Manager |
| Council 17/09/2019 | | | |
| AO244-19 | MOTION ON NOTICE - SMOKING BAN IN CBD | 19 Sep 2019 RES: Prepare a report to council that investigates matters relevant to proposing the town centre be a smoke free area, by addressing each of the matters contained in Council resolution AO244-19. | Land and Environmental Services |
| Council 17/09/2019 | | | |

| Council Meeting Action Report | | Date From: 30/01/2018 | |
|--|--|--|------------------------------------|
| Outstanding Actions for Open Sessions Jan 2018 to Dec 2019 | | Date To: 31/12/2019 | |
| | | Printed: Friday, 7 February 2020 | |
| Key: RES = Action arising from Resolution; ACT = Action required in addition; | | | |
| QON = Question on Notice; NOTE = Progress Note | | | |
| Item Number | Report Title | Action | Department Completed |
| AO245-19 | MOTION ON NOTICE - MAGAZINE OR NEWSLETTER OF ACTIVITIES, FUNCTIONS AND EVENTS | 19 Sep 2019 RES: Introduce a printed newsletter featuring activities, functions, events, and promotions and any other information relating to the City, at least every six months, with participating advertisers to help defray the costs, in accordance with the resolution of Council AO245-19. | Corporate and Business Services |
| Council 17/09/2019 | | | |
| AO257-19 | COMMUNICATIONS JOURNAL - BURNIE FIELD NATURALIST CLUB INC - MEMORIAL PLAQUE AND/OR DEDICATION SEAT FOR THE LATE LEXIE PAUL | 19 Sep 2019 RES: Send a response to the Burnie Field Naturalists Club confirming Council's support for the installation of a plaque and memorial seating for the late Ms Lexie Paul, and make arrangements for this to be implemented, per resolution AO257-19. 22 Sep 2019 NOTE: Club advised of Council's decision. Officer to works with the Club. | Works and Services |
| Council 17/09/2019 | | | |
| AO277-19 | MOTORCYCLE PARKING | 20 Oct 2019 RES: Implement steps to allocate 15 motorcycle parking spaces in the MTCP for a 12 month trial basis, in accordance with the resolution of Council AO277-19. 23 Oct 2019 NOTE: Instructions issued to prepare and mark additional motorcycle parking bays adjacent to existing provision in the MTCP and to monitor use for a period of 12 months | Land and Environmental Services |
| Council 15/10/2019 | | | |
| AO279-19 | BURNIE BOWMEN - HOSTING OF NATIONAL ARCHERY TITLES | 20 Oct 2019 ACT: Add budget note for 2020-21 to include \$10,000 to support the National Senior Archery Championships in October 2020, in accordance with the resolution of Council AO279-19. | Corporate and Business Services |
| Council 15/10/2019 | | | |
| AO311-19 | PROPOSAL TO DISPOSE (LEASE) A PORTION OF PUBLIC LAND TO BURNIE POLICE AND CITIZENS BOYS AND GIRLS CLUB INC (PCYC) 1-5 TERRYLANDS STREET, BURNIE CT VOLUME 158965 FOLIO 1 | 21 Nov 2019 RES: Negotiate a community lease with PCYC, in accordance with the resolution of Council AO311-19. | Community and Economic Development |
| Council 19/11/2019 | | | |
| AO322-19 | COMMUNICATIONS JOURNAL - NORTH WEST CAR CLUB OONAH ROAD HILLCLIMB - COURSE SAFETY IMPROVEMENTS | 21 Nov 2019 RES: Invite the NWCC to a workshop to provide briefing on course safety improvements for Oonah Road Hillclimb, in accordance with the resolution of Council AO322-19. 15 Dec 2019 NOTE: Club invited to a workshop | Works and Services |
| Council 19/11/2019 | | | |

| Council Meeting Action Report | | Date From: 30/01/2018 | |
|--|---|---|------------------------------------|
| Outstanding Actions for Open Sessions Jan 2018 to Dec 2019 | | Date To: 31/12/2019 | |
| | | Printed: Friday, 7 February 2020 | |
| Key: RES = Action arising from Resolution; ACT = Action required in addition; | | | |
| QON = Question on Notice; NOTE = Progress Note | | | |
| Item Number | Report Title | Action | Department Completed |
| AO325-19 | PUBLIC ART PROJECTS SPECIAL ADVISORY COMMITTEE UNCONFIRMED MINUTES OF MEETING HELD ON 30 OCTOBER 2019 Council 19/11/2019 | 21 Nov 2019 RES: Undertake an EOI process for locations for a public art commission as per AO214-19. | Community and Economic Development |
| AO325-19 | PUBLIC ART PROJECTS SPECIAL ADVISORY COMMITTEE UNCONFIRMED MINUTES OF MEETING HELD ON 30 OCTOBER 2019 Council 19/11/2019 | 21 Nov 2019 RES: Arrange refurbishment of the water front and Cattley Street seats as per AO325-19. | Community and Economic Development |
| AO334-19 | MOTION ON NOTICE - PUBLIC MEET AND GREET Council 10/12/2019 | 12 Dec 2019 ACT: Make arrangements for Councillor quarterly public meet and greet sessions to commence February/March 2020. | Corporate and Business Services |
| AO335-19 | MOTION ON NOTICE - CLOCK REPLACEMENT Council 10/12/2019 | 13 Dec 2019 RES: Make arrangements to replace clock in Wilson Street. 15 Dec 2019 NOTE: Refer to budget process | Works and Services |
| AO337-19 | MOTION ON NOTICE - BEDDOWN - MULTI STOREY CAR PARK Council 10/12/2019 | 13 Dec 2019 RES: Investigate and discuss with stakeholders a pop up shelter for those in the area who are homeless and sleeping rough. Arrange further discussion at a workshop in accordance with the resolution of Council AO337-19. 13 Dec 2019 RES: Write to the Minister for Housing in accordance with the resolution of Council AO337-19. | Community and Economic Development |
| AO339-19 | LAND USE PLANNING BURNIE INTERIM PLANNING SCHEME AMENDMENT REQUEST TO INITIATE A SCHEME AMENDMENT 10 SMITH STREET & 17, 19 & 21 ANGLESEA STREET, WIVENHOE Council 10/12/2019 | 12 Dec 2019 RES: Prepare draft amendment and undertake public notification and exhibition for 10 Smith Street and 17, 19 and 21 Anglesea Street, Wivenhoe, in accordance with the resolution of Council AO339-19. 3 Feb 2020 NOTE: Draft amendment prepared and public notification and exhibition period to conclude on 3 February 2020 | Land and Environmental Services |
| AO343-19 | BURNIE PROMOTIONS COMMITTEE Council 10/12/2019 | 12 Dec 2019 RES: Advise discontinuation of the Local Traders Marketing Program as at 31 December 2019 in accordance with the resolution of Council AO343-19. 12 Dec 2019 RES: Prepare a Partnership Agreement with Business North West to establish a Burnie Promotions Committee in accordance with the resolution of Council AO343-19. | Community and Economic Development |

GENERAL MANAGER**AO051-20 GENERAL MANAGER'S INFORMATION REPORT FOR WORKS AND SERVICES JANUARY 2020****FILE NO: 4/18/2**
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:***“THAT the General Manager's Information Report for Works and Services January 2020 be noted.”*****2.0 SUMMARY**

The report includes the following items:

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

3 CAPITAL WORKS

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

3.1.1 Expressions of Interest

No information to report.

3.1.2 Quotations

a) Quotation 2647 – Alterations and Additions to the Burnie Netball Centre Clubrooms

This project is part funded by the Burnie Netball Association. The works include enlarging the clubroom space, providing equal access toilets and rearranging male and female toilet and change room spaces.

Officers are seeking quotations from suitable Contractors, which close on 24 February 2020.

b) Quotation 2643 – Burnie Tennis Centre – Walkway Areas Acrylic Resurfacing

Council is awaiting advice from Tennis Australia if it is successful in the National Court Rebate Fund grant application to resurface the walkway areas. If successful, this work is planned for March 2020.

3.1.3 Tenders

a) Contract 2648 – Supply and Delivery of One (1) Five Yard Tipper Truck

The tender was advertised on LGAT Procurement Vendor Panel on 21 January 2020 and closed on 14 February 2020.

b) Contract 2646 – Brickport Road Retaining Wall

Tenders were called on Saturday, 18 January 2020 and closed on Monday, 7 February 2020. A tender report is included in the confidential section of this Agenda.

c) Contract 2645 – West Ridgley Road and Talunah Road Culvert Upgrades

The successful Contractor was Treloar Transport Pty Ltd. Construction is scheduled to begin on Monday, 24 February 2020 and be complete before the end of April 2020.

3.1.4 Contracts

a) Architect Services Brief 194 (Rev 2) – North West Museum and Art Gallery

Life Cycle Cost Management have completed an *Opinion of Probable Cost* (OPC) report, based on information provided by Terroir at the 50% Concept Design stage and subsequent information obtained from Terroir and their engineering sub-consultants.

Officers have requested Terroir provide a response to the OPC and identify strategies for reducing the construction estimate.

Terroir are continuing to the next hold point of 80% Concept Design.

b) Contract 2633 – Bitumen Surfacing Services 2019-2020

Works completed during the January 2020 period included:

- West Park Grove reseal from Olive to Oldaker Streets.
- Mooreville/West Mooreville Road roundabout.
- Charles Street preparation works (kerb and manholes).

Works planned for February/March 2020 include:

- Mount Street between Federal Street and Roslyn Avenue (early March 2020).
- View Road (Mount to Little Bird Streets).
- Hodgman Street (View Road to Charles Street).
- Charles Street.
- West Mooreville Road (East Cam Road intersection, and at Penima Road, Ridgley).
- Clarkes Road (Lottah Road to 78 Clarkes Road).

c) Contract 2629 – West Park Grandstand Facilities Upgrade

Works to complete the new double door and stair entry into the Burnie Athletic clubrooms are planned for March 2020.

d) Contract 2613 – Waterfront Eastern Promenade

The project is progressing well with handrail support, strip lighting, viewing platform and stairs almost complete. Outstanding works include installation of timber to shade structures, photo-frame, balustrade handrails and wires and security camera installation. The project is expected to be complete by the end of February 2020.

3.2 Civil Construction and Stormwater

- Driveway crossover upgrade program – 35% complete.
- Stormwater flooding hotspot improvement works (Aileen Crescent) – 95% complete.
- Maydena Place stormwater upgrade – 80% complete.
- Wiseman Street car park extension – 90% complete.

3.3 Buildings

- Barker Street toilet – 95% complete.
- BAFC accessibility toilet – 98% complete.
- CED office alterations – complete.

3.4 Parks, Reserves, Sporting Grounds and Cemeteries

Waterfront Western Boardwalk Bolt Renewal – 60% complete. These works are being undertaken as time permits in between other larger building projects.

3.5 Waste Management

Wetlands road resurfacing works are almost complete. The asphalt millings from the West Park Grove project have been spread and rolled over the existing large gravel to improve the travel surface of the wetlands service roads.

Design work is in progress on several projects at the BWMC, including the Street Sweeper Dump Point, Resource Recovery Loop Storage Area Extension and the Wetlands Operations Shed.

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.
- Rural and urban hotmix patching program, pothole repairs and monitoring of road shoulder hotspots – ongoing.
- Stormwater hotspot inspections and monitoring – ongoing.
- Driveway maintenance program – ongoing.
- Kerb and channel maintenance program – ongoing.
- Footpath maintenance program – ongoing.
- CBD paver maintenance program – ongoing.
- Gravel roads maintenance program – 45% complete.
- Road shoulder grading program – 80% complete.
- Annual urban and rural roadside spraying program – first spray (Spring) – complete.
- Roadside slashing program – 60% complete.

4.2 Buildings

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

- CRM works – as required.
- Building gutters clean out – seasonal recurring.
- Rooftop solar panel cleaning – City Offices and Guide Falls toilet – seasonal recurring.
- 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.) – ongoing.
- CBD linemarking – as required.
- Vandalism repairs and painting – as required.

- Sports Centre basketball court floor repairs – complete.
- Depot toilet window replacement – 90% complete.
- Wivenhoe Showground entrance gates painting – complete.
- Ridgley Community Centre exterior painting – 10% complete.
- Burnie Greens fence access gate – complete.
- Events Support – Burnie International, Australia Day, BSLSC Carnival, Bite ‘n’ Brew, Sidewalk Sellout.
- Essential Health and Safety Systems and Measures Inspections – 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. Softfall mulch replacement – ongoing.
- West Park Oval and sports grounds maintenance and wicket preparation – ongoing (including New Year’s Eve Athletic Carnival preparations).
- Sports grounds maintenance – ongoing.
- Durham Reserve tree removal – complete.
- Annual Broadleaf spraying (Contracted service) – 20% complete.
- Annual (Summer) sand sifting at West Beach – commenced 23 November 2019. Due to conclude 22 March 2020.

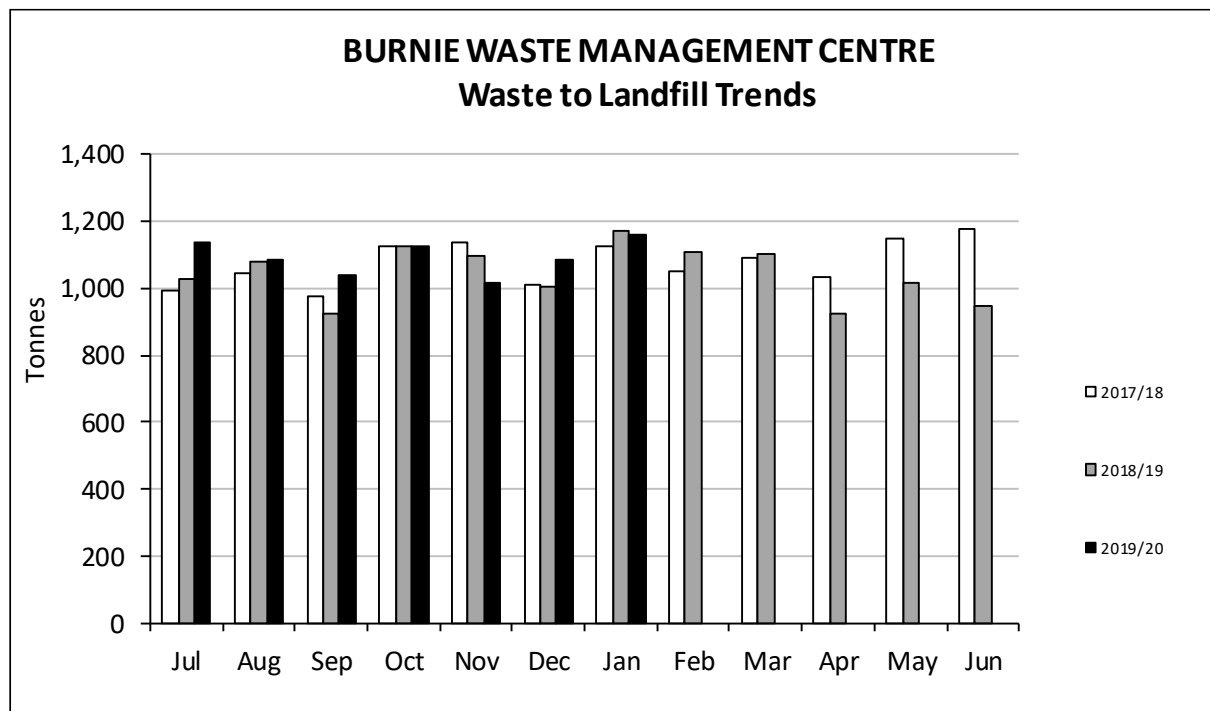
4.4 Waste Management

- BWMC site maintenance – ongoing.
- Wetlands maintenance – ongoing.
- Wetlands road maintenance – 90% complete.
- Mulched green waste removal from site – 75% complete.
- Gas flare maintenance – 90% complete.

The following graphs and figures report activities for the quarter to end of January 2020:

| MUNICIPAL WASTE DIVERSION FROM LANDFILL (tonnes) | | | | | | | | | | | | | | | |
|--|---------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------|--------|--------|--------|--------|---------------|--|
| | 2018/19 | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | 2019/20 | |
| Waste Transported to Landfill | 12,548 | 1,135 | 1,088 | 1,040 | 1,124 | 1,014 | 1,088 | 1,161 | | | | | | 7,651 | |
| BCC Recovery | 5,030 | 278 | 305 | 304 | 380 | 417 | 391 | 494 | - | - | - | - | - | 2,569 | |
| Cleanaway Recovery | 1,197 | 174 | 62 | 108 | 62 | 161 | 76 | 94 | - | - | - | - | - | 737 | |
| Recyclables Collected Kerbside | 1,117 | 99 | 100 | 153 | 102 | 94 | 96 | 106 | - | - | - | - | - | 750 | |
| Total Municipal Waste | 19,892 | 1,686 | 1,555 | 1,605 | 1,669 | 1,686 | 1,650 | 1,855 | - | - | - | - | - | 11,707 | |
| % diverted from Landfill | 37% | 33% | 30% | 35% | 33% | 40% | 34% | 37% | - | - | - | - | - | 35% | |

Note: Figures are displayed to nearest whole number.

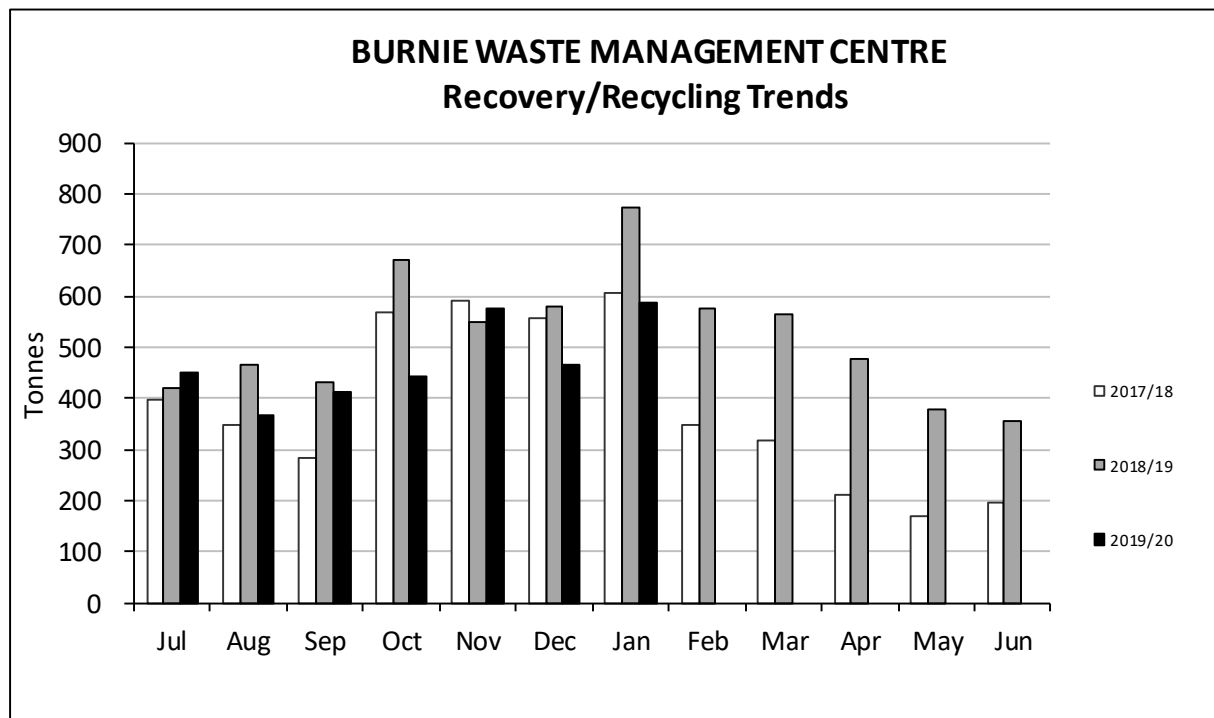


| BURNIE WASTE MANAGEMENT CENTRE | | | | | | |
|--------------------------------|---------------|--------|---------------|--------|--------------|-------|
| WASTE TO LANDFILL | | | | | | |
| Summary Table (tonnes) | | | | | | |
| Month | 2017/18 | YTD | 2018/19 | YTD | 2019/20 | YTD |
| Jul | 995 | 995 | 1,029 | 1,029 | 1,135 | 1,135 |
| Aug | 1,046 | 2,041 | 1,082 | 2,111 | 1,088 | 2,223 |
| Sep | 975 | 3,016 | 927 | 3,038 | 1,040 | 3,263 |
| Oct | 1,126 | 4,142 | 1,128 | 4,167 | 1,124 | 4,388 |
| Nov | 1,139 | 5,281 | 1,099 | 5,266 | 1,014 | 5,402 |
| Dec | 1,011 | 6,292 | 1,007 | 6,273 | 1,088 | 6,489 |
| Jan | 1,126 | 7,418 | 1,172 | 7,445 | 1,161 | 7,651 |
| Feb | 1,050 | 8,468 | 1,111 | 8,555 | 0 | 0 |
| Mar | 1,089 | 9,557 | 1,102 | 9,657 | 0 | 0 |
| Apr | 1,036 | 10,593 | 922 | 10,580 | 0 | 0 |
| May | 1,151 | 11,744 | 1,018 | 11,597 | 0 | 0 |
| Jun | 1,178 | 12,922 | 950 | 12,548 | 0 | 0 |
| TOTAL | 12,922 | | 12,548 | | 7,651 | |

Note: Figures are displayed to nearest whole number.

| BURNIE WASTE MANAGEMENT CENTRE RECOVERY/RECYCLING | | | | | | | | | | | | | | | |
|---|----------|--------------|------------|------------|------------|------------|------------|------------|------------|--------|--------|--------|--------|--------|----------------|
| BCC ACTIVITIES | | 2018/19 | MONTH | | | | | | | | | | | | YTD 2019/20 |
| | Units | | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | |
| Recyclables | t | 86 | 7 | 6 | 5 | 6 | 10 | 8 | 8 | | | | | | 50 |
| Cardboard | t | 121 | 9 | 7 | 9 | 9 | 8 | 12 | 8 | | | | | | 61 |
| E-Waste | t | 23 | - | - | - | - | - | - | 9 | | | | | | 9 |
| Oil | L | 13,600 | 1,190 | 750 | 1,220 | 1,000 | 1,370 | 660 | 790 | | | | | | 6,980 |
| | t | 11.97 | 1.05 | 0.66 | 1.07 | 0.88 | 1.21 | 0.58 | 0.70 | - | - | - | - | - | 6.14 |
| Green Waste | m3 | 23,927 | 1,304 | 1,455 | 1,446 | 1,824 | 1,995 | 1,849 | 2,345 | | | | | | 12,218 |
| | t | 4,806 | 261 | 291 | 289 | 365 | 399 | 370 | 469 | - | - | - | - | - | 2,444 |
| Total BCC Activities | t | 5,049 | 278 | 305 | 304 | 380 | 419 | 391 | 494 | - | - | - | - | - | 2,570 |
| CLEANAWAY ACTIVITIES | | 2018/19 | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | 2019/20 |
| Cardboard | t | 82 | 8 | 4 | 5 | 9 | 5 | 1 | 3 | | | | | | 36 |
| Steel | t | 309 | 42 | 21 | 18 | 24 | 67 | 16 | 17 | | | | | | 203 |
| NonFerrous Metals | t | 47 | 5 | 2 | 3 | 4 | 2 | 0 | 3 | | | | | | 18 |
| Timber | t | 34 | 30 | 1 | 1 | 0 | 0 | 0 | 18 | | | | | | 51 |
| Concrete | t | 10 | - | 1 | 2 | - | - | 5 | 5 | | | | | | 13 |
| <i>Total Transfer Shed Recovery:</i> | | 481 | 85 | 29 | 29 | 37 | 73 | 22 | 46 | - | - | - | - | - | 321 |
| Skip Bin Steel | t | 314 | 13 | 23 | 16 | 14 | 1 | 22 | 17 | | | | | | 106 |
| Skip Bin Tyres | No. | 452 | 67 | 27 | 45 | 46 | 34 | 35 | 28 | | | | | | 282 |
| | t | 2.5 | 0.37 | 0.15 | 0.25 | 0.25 | 0.19 | 0.19 | 0.15 | - | - | - | - | - | 1.6 |
| Skip Bin Timber | t | 46 | 2 | 0 | 2 | 3 | 5 | 3 | 2 | | | | | | 18 |
| Concrete Stockpile | t | 354 | 74 | 10 | 61 | 8 | 81 | 29 | 29 | | | | | | 291 |
| Total Cleanaway Activities | | 1,197 | 174 | 62 | 108 | 62 | 161 | 76 | 94 | - | - | - | - | - | 737 |
| TOTAL RECOVERY | t | 6,246 | 452 | 367 | 412 | 442 | 579 | 467 | 588 | - | - | - | - | - | 3,307 |

Note: Figures are displayed to nearest whole number.



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

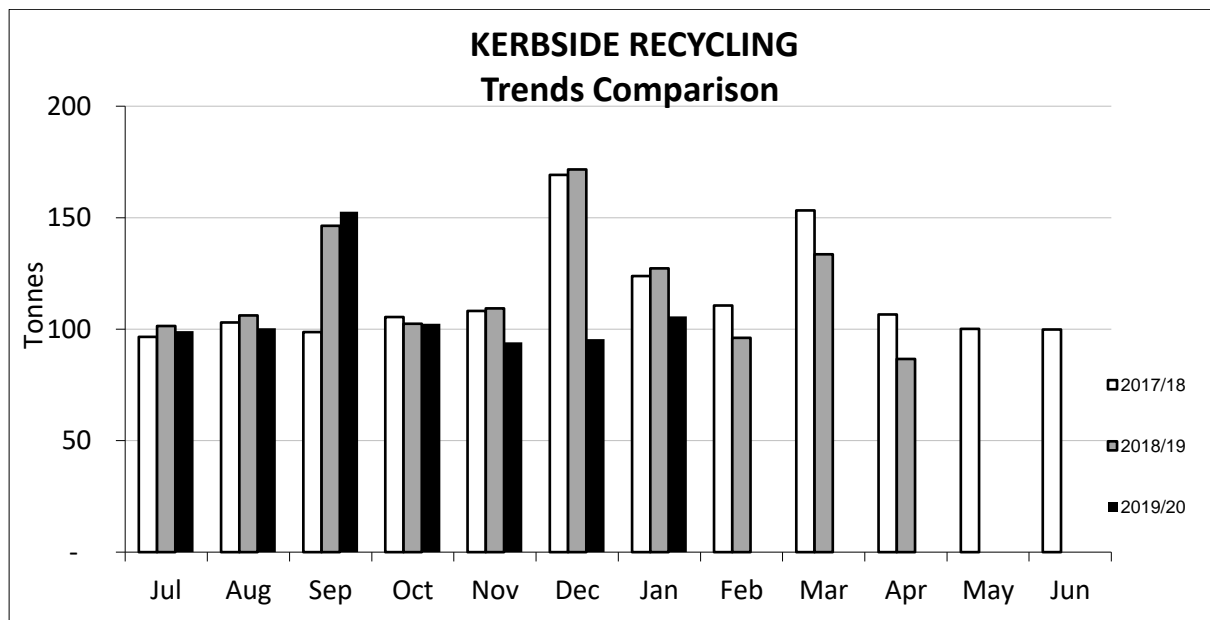
| BURNIE WASTE MANAGEMENT CENTRE | | | | | | |
|--------------------------------|--------------|-------|--------------|-------|--------------|-------|
| RECOVERY/RECYCLING | | | | | | |
| Summary Table (tonnes) | | | | | | |
| Month | 2017/18 | YTD | 2018/19 | YTD | 2019/20 | YTD |
| Jul | 398 | 398 | 421 | 421 | 452 | 452 |
| Aug | 347 | 745 | 465 | 886 | 367 | 819 |
| Sep | 283 | 1,028 | 434 | 1,320 | 412 | 1,231 |
| Oct | 569 | 1,597 | 671 | 1,991 | 442 | 1,673 |
| Nov | 591 | 2,188 | 550 | 2,541 | 578 | 2,251 |
| Dec | 558 | 2,746 | 581 | 3,122 | 467 | 2,718 |
| Jan | 606 | 3,352 | 772 | 3,895 | 588 | 3,306 |
| Feb | 348 | 3,700 | 578 | 4,473 | 0 | 0 |
| Mar | 318 | 4,018 | 564 | 5,036 | 0 | 0 |
| Apr | 212 | 4,230 | 476 | 5,512 | 0 | 0 |
| May | 169 | 4,399 | 379 | 5,891 | 0 | 0 |
| Jun | 196 | 4,595 | 354 | 6,246 | 0 | 0 |
| TOTAL | 4,595 | | 6,246 | | 3,306 | |

Note: Figures are displayed to nearest whole number.

Awaiting data from the Contractor for Kerbside Recycling section.

| KERBSIDE RECYCLING | | | | | | | | | | | | | | |
|----------------------------------|----------------|----------------|--------------|--------------|--------------|-------------|-------------|--------------|------------|------------|------------|------------|------------|--------------|
| RECYCLABLES COLLECTED | YTD | MONTH (tonnes) | | | | | | | | | | | | YTD |
| | 2018/19 | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | 2019/20 |
| Kerbside Recycling | 1,062.2 | 83.1 | 85.6 | 130.2 | 88.5 | 94.0 | 95.6 | 105.7 | | | | | | 682.6 |
| CBD Cardboard | 42.0 | 12.7 | 12.7 | 19.9 | 12.4 | | | | | | | | | 57.7 |
| Outer BD Cardboard | 22.0 | - | - | - | - | | | | | | | | | 0.0 |
| Council/Public Place Recyclables | 54.8 | 3.4 | 2.2 | 2.7 | 1.5 | | | | | | | | | 9.7 |
| TOTAL | 1,181.0 | 99.2 | 100.5 | 152.7 | 102.4 | 94.0 | 95.6 | 105.7 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 750.0 |

Note: Figures are displayed to nearest whole number. Outer BD Cardboard figures combined with CBD Cardboard.



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 | 2017/18 | YTD | 2018/19 | YTD | 2019/20 | YTD |
| Jul | 96 | 96 | 101 | 101 | 99 | 99 |
| Aug | 103 | 199 | 106 | 208 | 100 | 200 |
| Sep | 99 | 298 | 146 | 354 | 153 | 352 |
| Oct | 105 | 404 | 102 | 456 | 102 | 455 |
| Nov | 108 | 512 | 109 | 566 | 94 | 549 |
| Dec | 169 | 681 | 172 | 737 | 96 | 644 |
| Jan | 124 | 805 | 127 | 865 | 106 | 750 |
| Feb | 111 | 915 | 96 | 961 | - | - |
| Mar | 153 | 1,068 | 134 | 1,094 | - | - |
| Apr | 107 | 1,175 | 87 | 1,181 | - | - |
| May | 100 | 1,275 | - | 1,181 | - | - |
| Jun | 100 | 1,375 | - | 1,181 | - | - |
| TOTAL | 1,375 | | 1,181 | | 750 | |

Note: Figures are displayed to nearest whole number.

5 VANDALISM AND REPORTED INCIDENTS

Vandalism and reported incidents to Council property are as follows:

| DATE | LOCATION | VANDALISM AND REPORTED INCIDENTS | POLICE REPORT FILED | MONTHLY SUMMARY TO POLICE | CCTV FOOTAGE | OUTCOME | ESTIMATED MONTHLY COST | PROGRESSIVE ANNUAL TOTAL |
|----------------|---|---|---------------------|---------------------------|--------------|---|------------------------|--------------------------|
| JANUARY | | | | | | | | |
| | Facilities | Aggregate of incidents reported or identified from inspections - Remediation by painting, cleaning or general repairs | | Yes | No | Damage made good and surfaces cleaned, repaired and repainted as necessary | \$200.00 | |
| | Parks and Reserves (including Cemeteries) | Aggregate of incidents reported or identified from inspections - Remediation by painting, cleaning or general repairs | | Yes | No | Damage made good and surfaces cleaned, repaired and repainted as necessary | \$550.00 | |
| | Transport Services | Aggregate of incidents reported or identified from inspections - Remediation by painting, cleaning or general repairs | | Yes | No | Damage made good and surfaces cleaned, repaired, replaced or repainted as necessary | \$200.00 | |
| 8/01/20 | Public Toilets - Reeve St, Upper Burnie, Fern Glade | Graffiti to Walls & Doors | No | Yes | No | Remove/Paint Out Graffiti | \$350.00 | |
| 13/01/20 | Burnie Park | Fence Panel Kicked Out | No | Yes | No | Straighten, Replace Brackets & Reinstall Fence Panel | \$200.00 | |
| 13/01/20 | View Road Public Toilets | Smashed Door Lock | No | Yes | No | Replace Door Lock | \$300.00 | |
| | | | | | | TOTAL | \$1,800.00 | \$16,182.00 |

6 PRIVATE WORKS

No information to report.

7 SES AND BURNIE EMERGENCY MANAGEMENT COMMITTEES ACTIVITY REPORTS

North Western Regional Emergency Management Committee (NWREMC) – Next Meeting 12 February 2020 at Kokoda Barracks, Devonport.

Western Emergency Management Committee (WEMC) – Next meeting 19 March 2020 at Burnie City Council.

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

Council Officers are working with the Tas Fire Community Development and Education Unit to organise a bushfire readiness information session for Round Hill residents tentatively scheduled for Thursday, 20 February 2020 to be held at the South Burnie Football Clubrooms, Wivenhoe Showground. The purpose of this session is to inform residents of their bushfire risk and to provide information on preparing bushfire readiness and evacuation plans to ensure their safety in the event of bushfire in the Round Hill area. Flyers are currently being prepared by TasFire for letterbox dropping by in early February 2020.

SES Burnie Unit Activity Report – 2019-2020 Capital upgrades completed.

8 ENERGY MANAGEMENT

No information to report.

COUNCIL RESOLUTION

Resolution number: MO042-20

MOVED: *Cr G Simpson*

SECONDED: *Cr T Bulle*

“THAT the General Manager’s Information Report for Works and Services January 2020 be noted.”

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO052-20 GENERAL MANAGER'S INFORMATION REPORT FOR LAND AND ENVIRONMENTAL SERVICES JANUARY 2020****FILE NO: 4/18/2**
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:***“THAT the General Manager’s Information Report for Land and Environmental Services for January 2020 be noted.”*****2.0 SUMMARY**

The report includes the following items:-

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

2.1 HEALTH**2.1.1 Environmental Enquiries / Investigations**

| Type | Number of Enquiries / Investigations | |
|-------------|--------------------------------------|-----------|
| | January 2020 | YTD Total |
| Air | 0 | 8 |
| Water | 1 | 5 |
| Noise | 3 | 8 |
| Solid Waste | 1 | 3 |
| Other | 0 | 3 |

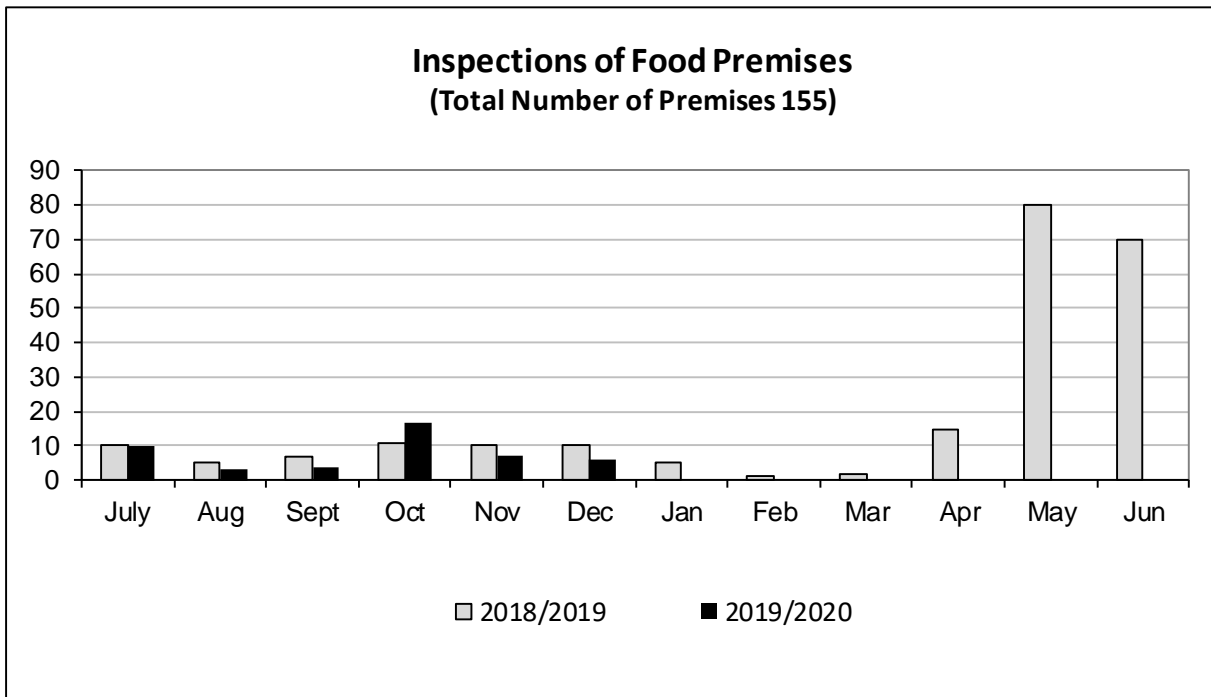
YTD is measured from 1 July each year.

2.1.2 Environmental Sampling

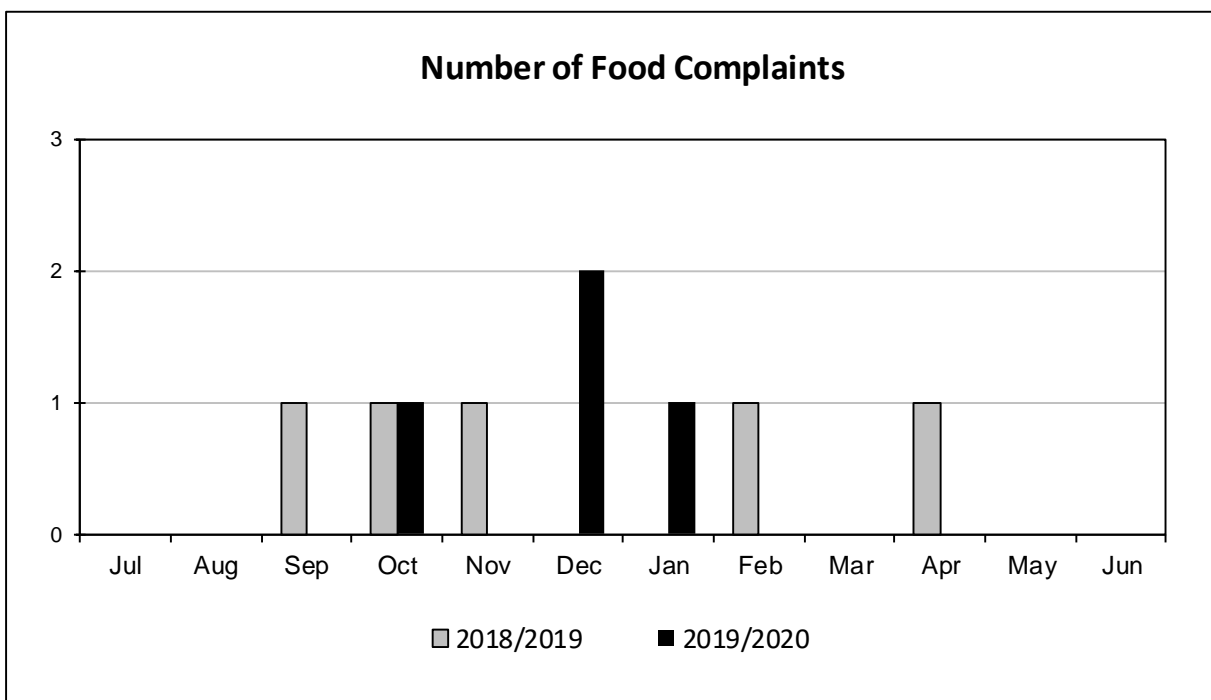
| Type | Number of Samples Taken | |
|--|-------------------------|-----------|
| | January 2020 | YTD Total |
| Beach Water Samples (summer months only) | 5 | 15 |
| Public Swimming Pool samples | 5 | 40 |

YTD is measured from 1 July each year.

2.1.3 Food



Zero food premises inspections for January 2020.



Zero food complaints for July, August and December 2018.

Zero food complaints in January, March, May, June, July, August, September and November 2019.

2.2 BUILDING APPLICATIONS

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

| Permit Authority Applications - 2020 | | | | | | | | | | | | |
|--------------------------------------|-----------|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|
| Month | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec |
| Notifiable Plumbing | 5 | | | | | | | | | | | |
| Notifiable Building | 11 | | | | | | | | | | | |
| Permit Plumbing | 5 | | | | | | | | | | | |
| Permit Building | 4 | | | | | | | | | | | |
| Substantial Compliance | 1 | | | | | | | | | | | |
| Notifiable Demolition | 0 | | | | | | | | | | | |
| Permit Demolition | 0 | | | | | | | | | | | |
| Permit Refused | 0 | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Application Value \$ | 4,249,070 | | | | | | | | | | | |
| Cumulative Total \$ | 4,249,070 | | | | | | | | | | | |

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

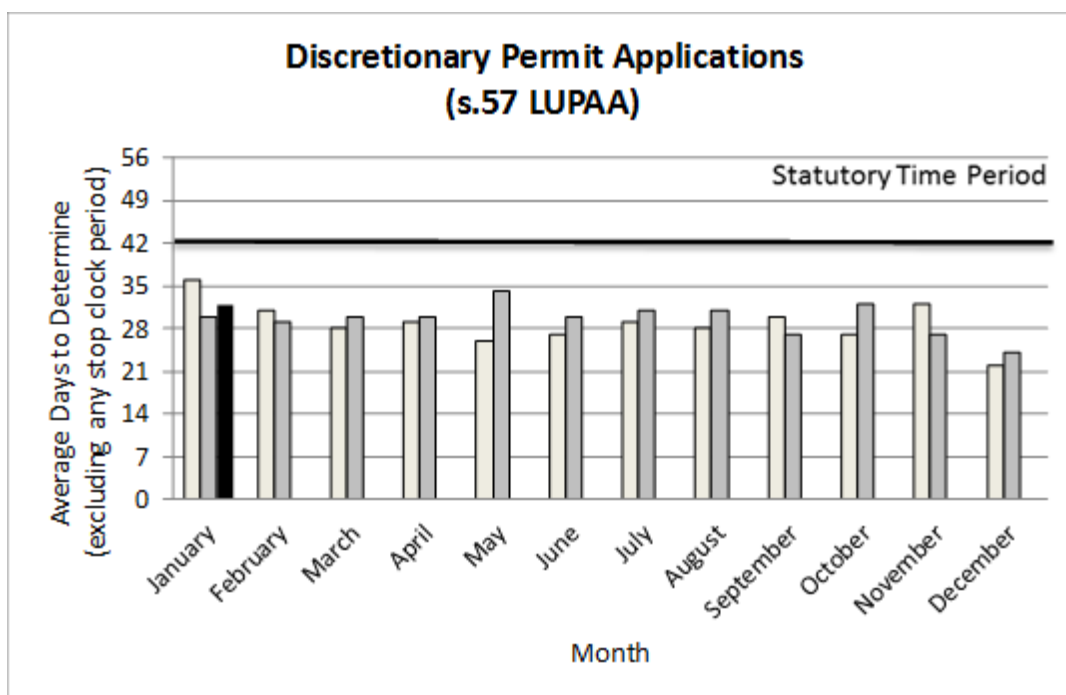
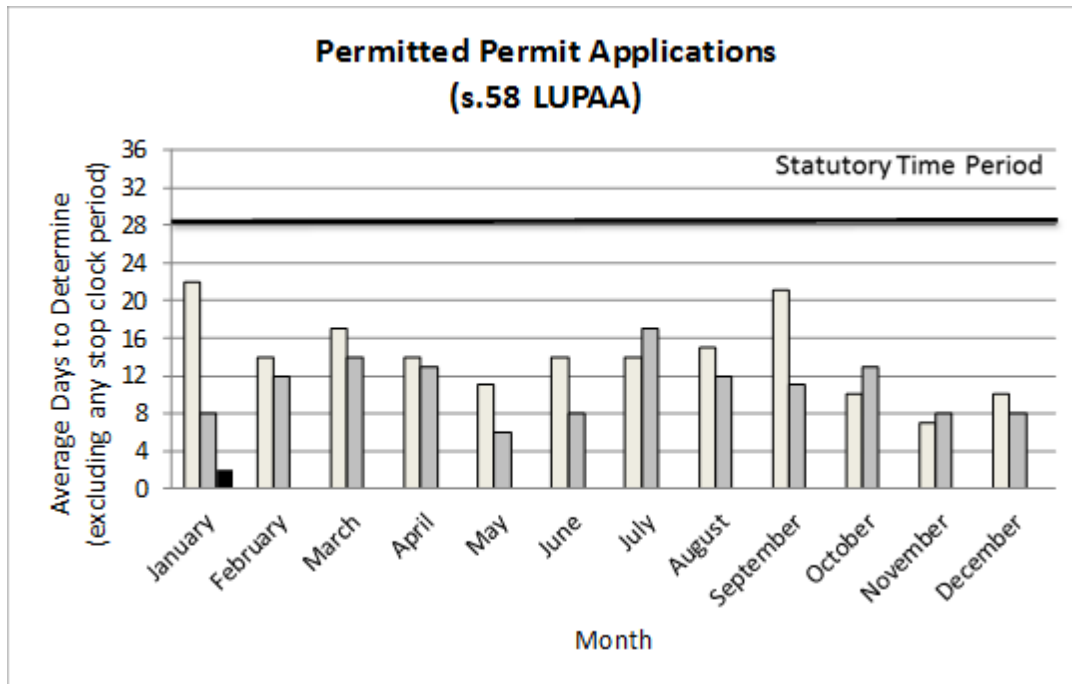
| LAND USE AND DEVELOPMENT APPLICATIONS | Jan 19 | Feb 19 | Mar 19 | Apr 19 | May 19 | Jun 19 | Jul 19 | Aug 19 | Sept 19 | Oct 19 | Nov 19 | Dec 19 | Jan 20 |
|---|--------|--------|--------|--------|--------|--------|--------|--------|---------|--------|--------|--------|--------|
| Permitted Use &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

2.3.2 Land Use Permit Applications

| DATE | PERMIT NO. | LOCATION | TYPE OF DEVELOPMENT | PUBLIC NOTIF. DATE | EXPIRY DATE | DECISION / DATE |
|----------|------------|--|---|--------------------|-------------|------------------------|
| 23/8/19 | 2019/84 | 38A & 40 Bass Highway, Cooee | Establish a new Sport and Recreation use (Pilates Studio). Grant of Permit reliant on Clause 22.3.1 (P1) | 7/12/19 | 23/12/19 | Approved – C 28/1/2020 |
| 1/11/19 | 2019/124 | 1 & 5 Besser Crescent, Camdale | Establish a Service Industry use and Adjustment of a Boundary | N/A | N/A | Approved 24/1/2020 |
| 18/11/19 | 2019/133 | 110 Three Mile Line Road, Shorewell Park | Single Dwelling and Outbuilding (Shed). Reliant on Performance Criteria for grant of Permit – Clause 10.4.2 (P3) and Clause 10.4.9 (P1) | 4/1/20 | 20/1/20 | Approved 23/1/2020 |
| 27/11/19 | 2019/140 | 14 Marine Terrace, Burnie | Change of Use to Residential building for General Retail and Residential, Restoration works and Addition at the rear of the building to be used for Residential. Reliant on assessment against Clause 22.4.4 – Private Open Space for Residential use (P1) – in accordance with Part 6 of the Historic Cultural Heritage Act 1995 | 14/12/19 | 6/1/20 | Approved 15/1/2020 |
| 3/12/19 | 2019/142 | 19 Anglesea Street, Wivenhoe | Outbuilding (Carport) associated with an existing Non-Conforming Use (Single Dwelling). Reliance on assessment against Clause 9.1.1 for grant of a Permit and Performance Criteria under Clause 25.4.1 (P1) | 21/12/19 | 13/1/20 | Approved 16/1/2020 |
| 4/12/19 | 2019/143 | 36 West Street, Upper Burnie | Dwelling Extensions. Reliance on Performance Criteria for grant of a Permit – Clause 10.4.2 (P3) | 21/12/19 | 13/1/20 | Approved 15/1/2020 |
| 6/12/19 | 2019/145 | 257 Bass Highway, Ocean Vista | Outbuilding. Reliant on Performance Criteria for grant of a Permit – Clause 10.4.2 (P1 & P3) | 11/12/19 | 3/1/20 | Approved 7/1/2020 |
| 13/12/19 | 2019/147 | 46 Nairana Avenue, Shorewell Park | Dwelling. Reliant on Performance Criteria for grant of a Permit – Clause 10.4.9 (P2) | 21/12/19 | 13/1/20 | Approved 16/1/2020 |
| 16/12/19 | 2019/148 | 27 & 29 Hopkinson Street, South Burnie | Carport associated with existing Storage use (Contractors Depot) and Subdivision to consolidate lots. Reliant on assessment against Performance Criteria for grant of a Permit – Clause 23.3.1 (P1), Clause 23.4.1 (P1), Clause 23.4.3 (P1), E9.5.1 (P1) and E9.6.1 (P1) | 6/1/20 | 22/1/20 | Approved 29/1/2020 |
| 23/1/20 | 2020/4 | 51 Cattley Street, Burnie | First floor extension of approximately 251m ² on the south western corner of the existing containing a Business and Professional use (Office) | N/A | N/A | Approved 30/1/2020 |

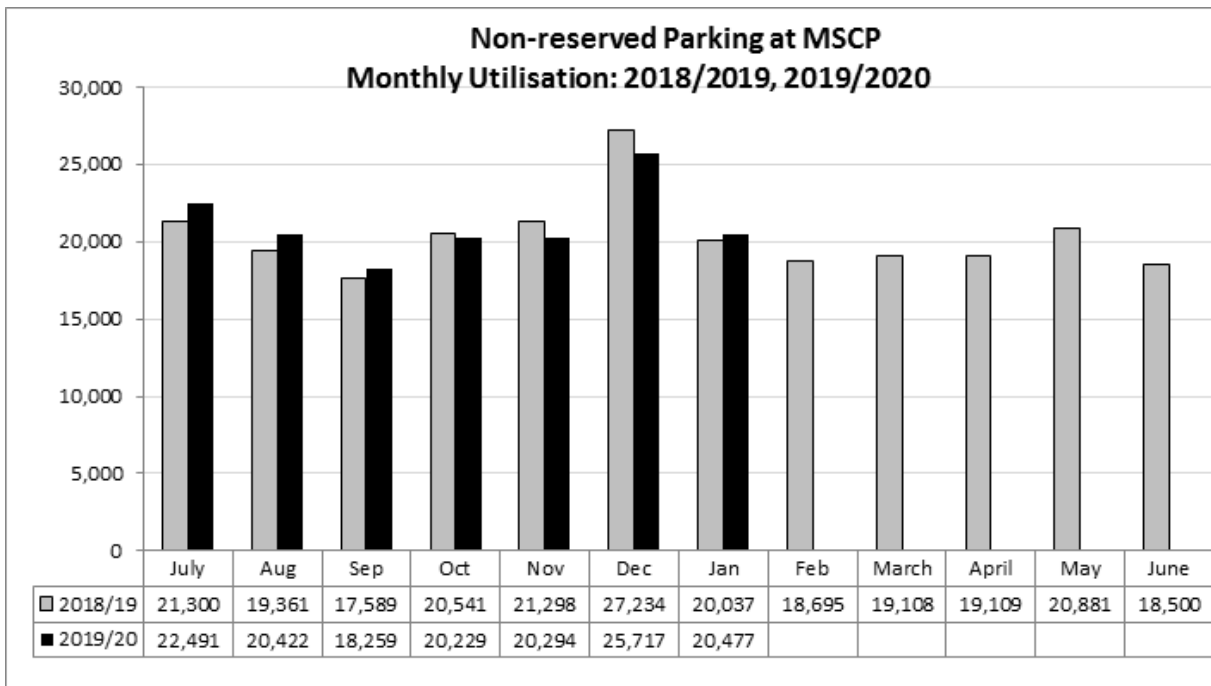
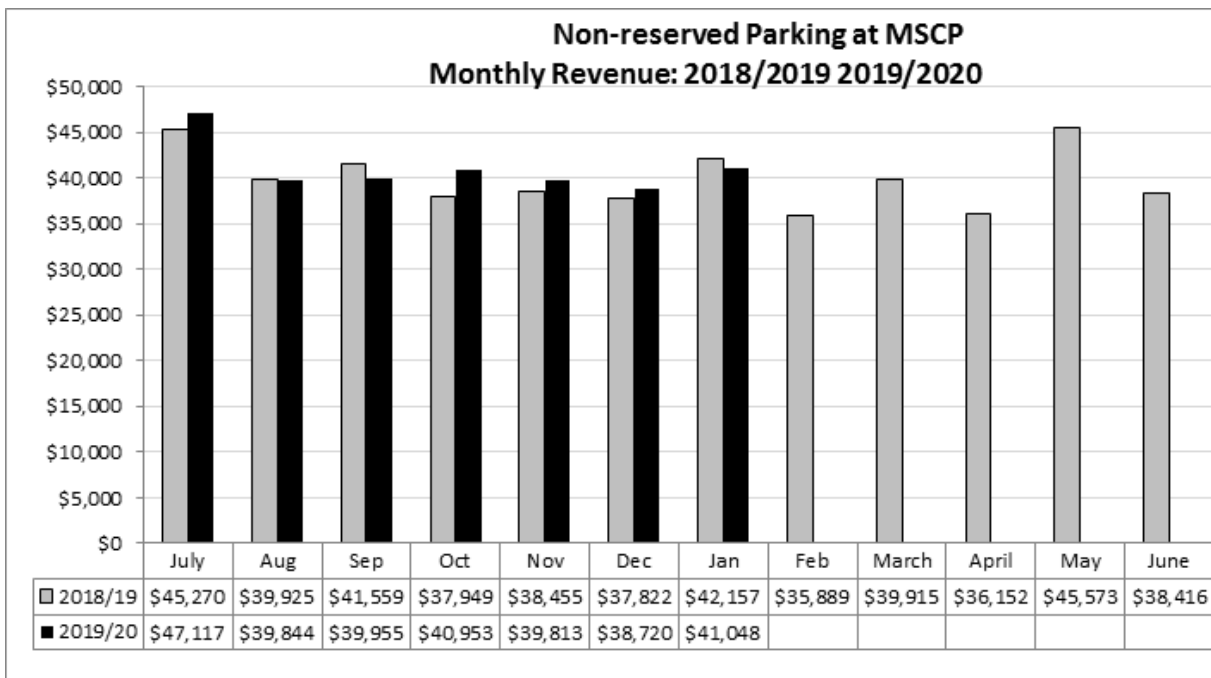
2.3.3 Subdivision Applications

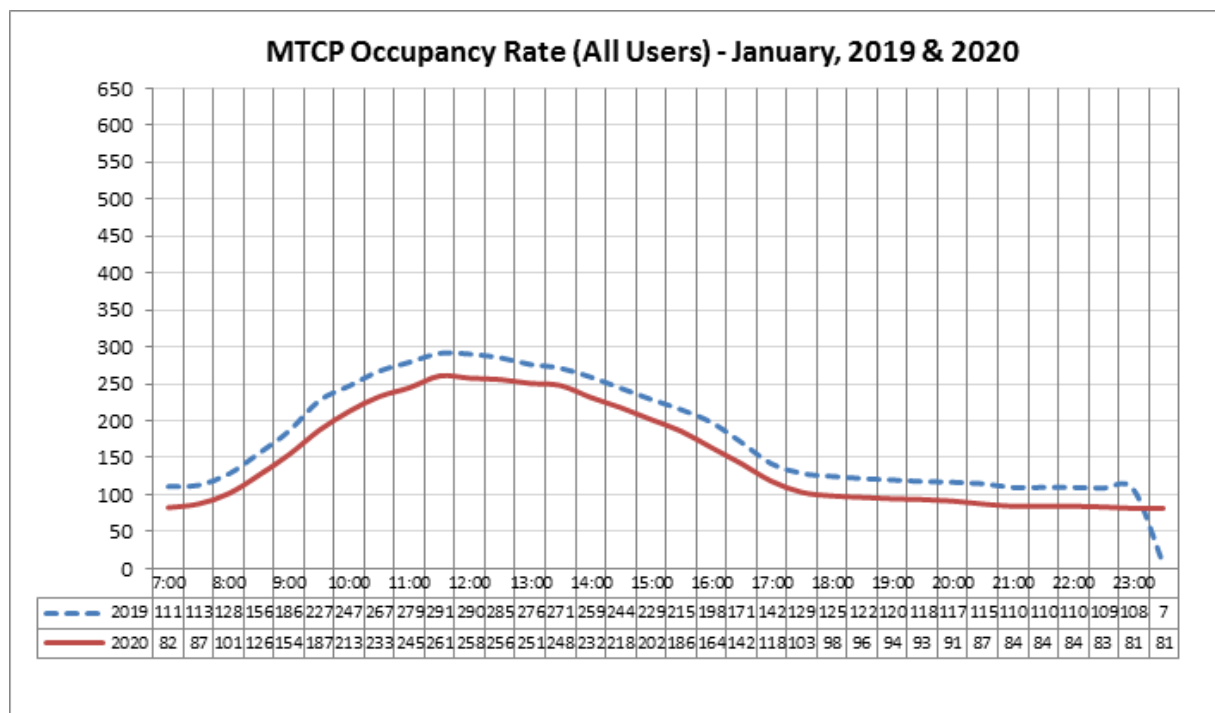
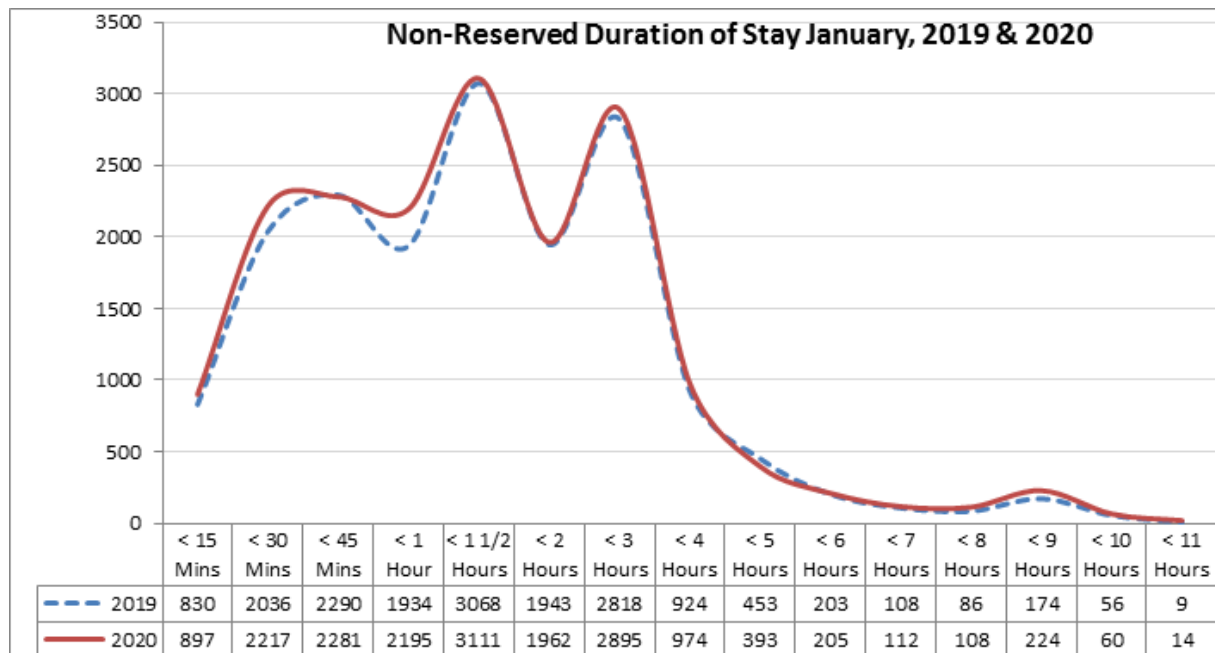
| DATE | PERMIT NO. | LOCATION | TYPE OF DEVELOPMENT | PUBLIC NOTIF. DATE | EXPIRY DATE | DECISION / DATE |
|---------|------------|----------------------------|--|--------------------|-------------|--------------------|
| 9/12/19 | SD 1302 | 13 & 30 Durham Road, Cooee | Subdivision to alter the boundaries between lands located at 13 & 30 Durham Road, Cooee. Grant of Permit reliant on Clause 9.1.1 | 4/1/20 | 20/1/20 | Approved 22/1/2020 |



Average time for determination of permit applications decided by month.

2.4 PARKING





Calculated on remaining spaces – 100 Reserved spaces for 2019, 76 Reserved spaces for 2020

2.5 CEMETERY STATISTICS

| Burials | January 2020 | YTD Total |
|--------------------|---------------------|------------------|
| Lawn Cemetery | 17 | 59 |
| Wivenhoe / Ridgley | 0 | 1 |
| Other | 0 | 0 |
| Total | 17 | 60 |

YTD is measured from 1 July each year.

| Ashes Interred | January 2020 | YTD Total |
|-----------------------|---------------------|------------------|
| Lawn Cemetery | 1 | 20 |
| Wivenhoe / Ridgley | 0 | 0 |
| Total | 1 | 20 |

YTD is measured from 1 July each year.

COUNCIL RESOLUTION

Resolution number: MO043-20

MOVED: *Cr T Brumby*

SECONDED: *Cr D Pease*

“THAT the General Manager’s Information Report for Land and Environmental Services for January 2020 be noted.”

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO053-20 GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT JANUARY 2020**

FILE NO: 4/18/2
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT the General Manager’s Information Report for Community and Economic Development January 2020 be noted.”

2.0 SUMMARY

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

Community and Economic Development

- 2.1 Business and Recreation
- 2.2 Community / Cultural Development
- 2.3 Burnie Regional Museum
- 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**Burnie's Sidewalk Sellout Saturday, 1 February 2020**

Burnie's Sidewalk Sellout is an event from 9am to 2pm where local retailers operate from small market-type stalls in the city's main street between Wilmot and Cattley streets. A small number of attractions are put on for the enjoyment of the shoppers. This year, it was promoted during January through radio, newspaper, posters and social media.

Unfortunately, poor weather necessitated a change of location to inside Plaza Arcade. Despite this, a fashion parade, live music, a jumping castle, face painter and kids' rides were still able to be offered.

Approximately ten retailers participated.

2.2 COMMUNITY / CULTURAL DEVELOPMENT**2019/2020 Financial Assistance Grants (as at 3/2/20)****Round One 2019-20**

| Name/Organisation | Committed | Paid | Description of Project |
|-----------------------------------|------------------|-----------------|---|
| Stowport Cricket Club | \$7,039 | \$4,660 | Removal of old and replacement of the main cricket pitch at Stowport Cricket ground. |
| Cradle Coast Outrigger Canoe Club | \$1,270 | \$1,270 | Purchase 12 junior paddles and 6 junior life jackets for junior paddlers. |
| South Burnie Bowls Club | \$4,480 | \$3,725 | Replace outdoor seating around the Greens and purchase 25 tables for clubrooms. |
| Burnie PCYC | \$2,118 | \$2,118 | To purchase two 'Assault Bikes' for the PCYC Operation Resilience Program. |
| Carers Tasmania Inc | \$2,310 | \$0 | To provide a high tea for unpaid family carers residing in Burnie. |
| Old English Country Dancing | \$100 | \$100 | To purchase a second hand computer. |
| Cooee to Camdale Coastcare | \$1,000 | \$1,000 | To purchase a laptop and software. |
| Hellyer District Venturer Scouts | \$3,560 | \$0 | To replace storage shed to store equipment. |
| Tas Conservation Trust | \$3,000 | \$0 | Withdrawn request for funding. To assist with the costs of producing a Penguin Tourism Viewing Translation Website. |
| Total | \$24,877 | \$12,873 | |

Round Two 2019-20

| Name/Organisation | Committed | Paid | Description of Project |
|---|-----------------|-----------------|---|
| Burnie Athletic Club | \$5,500 | \$5,500 | To assist with costs for broadcasting and media coverage of the Burnie Athletic Carnival (conditional on sourcing remaining funding). |
| Burnie Surf Life Saving Club | \$2,170 | \$2,170 | For a Beach Safety Awareness Project. |
| Western Division Badminton Association | \$1,162 | \$1,162 | Update I.T. Equipment. |
| Women's Essential Service Providers | \$8,864 | \$8,864 | For a series of Workshops over five days as part of 16 Days of Activism Against Gendered Violence. |
| The Salvation Army – Oakleigh Accommodation Service | \$5,000 | \$0 | To upgrade playground at Oakleigh House. (conditional on TCF funding). |
| The Humour Foundation | \$3,969 | \$0 | The Clown Doctors Program at the NW Regional Hospital. |
| Burnie Stringalong Orchestra | \$2,000 | \$0 | To enable holding a weekend Workshop for students from Burnie schools. |
| Total | \$28,665 | \$17,696 | |

Committed Three Year Sponsorship (2017-2020)

| | | | |
|--|--------------|--------------|--|
| Burnie Men's Shed (\$1,716 over 3yrs) | \$572 | \$286 | Assist with costs for kerbside collection. |
| Stowport Community Morning Tea Group (\$608 over 3yrs) | \$202 | \$202 | Exemption of hall hire fees for annual Great Big Community Morning Tea and Christmas Luncheon for seniors. |
| Total | \$774 | \$488 | |

Committed Three Year Sponsorship (2019-2022)

| | | | |
|--|----------------|----------------|--|
| Coee to Camdale Coastcare (\$7,410 over 3yrs) | \$2,470 | \$285 | To purchase equipment, clothing and assist with insurance and telephone costs. |
| Burnie Amateur Swimming Club (\$9,000 over 3yrs) | \$3,000 | \$3,000 | To assist with the costs of hiring the Burnie Aquatic Centre. |
| Burnie Harness Racing Club (2019/2020 - \$1,485) (2020/2021 - \$1,980) (2021/2022 - \$1,980) | \$1,485 | \$495 | To off-set costs associated with access across the rail corridor at Wivenhoe. |
| Total | \$6,955 | \$3,780 | |

Other Annual Community Group Assistance

| Name/Organisation | Committed | Paid |
|--|----------------|----------------|
| Morning Melodies | \$1,460 | \$1,379 |
| Tasmanian Special Children's Christmas Party | \$1,500 | \$1,500 |
| Koori Kids - NAIDOC Week | \$400 | \$400 |
| Total | \$3,360 | \$3,279 |

State Representatives Allowance

| | Budget | Paid |
|-----------------------|----------|---------|
| State Representatives | \$10,000 | \$7,650 |
| | | |

Mayor Financial Assistance Minor Sponsorship Requests

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

Food License Permits Requests

| | Budget | Paid |
|---|--------|--------------|
| City of Burnie Lions Club | | \$138 |
| Somerset Rotary Club | | \$26 |
| Cancer Council | | \$138 |
| Roberts Real Estate (for Make A Wish) | | \$26 |
| Australian Red Cross (for Burnie Women's Shelter) | | \$26 |
| Total | | \$354 |

Community Bands Assistance

| Name/Organisation | Committed | Paid |
|--|-----------------|----------------|
| Burnie Concert Band | \$2,500 | \$2,500 |
| Burnie Highland Pipe Band | \$2,500 | \$0 |
| Burnie Youth Choir (funding no longer available) | \$2,500 | \$0 |
| City of Burnie Brass Band | \$2,500 | \$0 |
| EMUsicians | \$2,500 | \$2,500 |
| Stringalong Music Programme | \$2,500 | \$1,686 |
| Total | \$15,000 | \$6,686 |

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 | \$720 | \$30 |
| Launceston City Mission | \$1,000 | \$0 |
| The Salvation Army Thrift Shop | \$720 | \$0 |
| Total | \$1,720 | \$30 |

YTD Totals

| Name/Organisation | Budget | Committed | Paid |
|---|-----------------|-----------------|-----------------|
| Financial Assistance Grants Round 1 | | \$24,877 | \$12,873 |
| Financial Assistance Grants Round 2 | | \$28,665 | \$17,696 |
| Committed Three Year Sponsorship (2017-2020) | | \$774 | \$488 |
| Committed Three Year Sponsorship (2019-2022) | | \$6,955 | \$3,780 |
| Other Annual Community Group Assistance | | \$3,360 | \$3,279 |
| State Representatives Allowance | | \$10,000 | \$7,650 |
| Minor Sponsorship Grants by Mayor | | \$2,500 | \$0 |
| Food License Permits | | \$1,000 | \$354 |
| Total Financial Assistance Grants | \$70,500 | \$78,131 | \$46,120 |
| Community Bands | | \$15,000 | \$6,686 |
| Other – Annual Assistance | | \$4,500 | \$4,500 |
| Waste Disposal Costs for Charitable & NFP Organisations | \$5,000 | \$1,720 | \$30 |

2.3 BURNIE REGIONAL MUSEUM

BRM Total Admissions

| Month | 2019 | 2020 |
|-------|------|------|
| Jan | 2408 | 1434 |

BRM Total Attendance

| Month | 2019 | 2020 |
|-------|------|------|
| Jan | 3218 | 3628 |

BRM Total Revenue

| Month | 2019 | 2020 |
|-------|------|------|
| Jan | 7571 | 7764 |

2.4 BURNIE REGIONAL ART GALLERY

BRAG Attendance Figures

| Month | 2019 | 2020 |
|-------|-------|-------|
| Jan | 1,732 | 1,989 |

2.5 MAKERS' WORKSHOP – VISITOR INFORMATION CENTRE

Visitor Numbers – January 2020

| | |
|----------------------------|---|
| Makers Workshop Door Count | 17,238 people |
| Visitor Centre Count | 2,219 people (VIC engagement not counted on cruise ship days) |
| Cruise ships | 10 Ships – Unscheduled visit on January 2 |

Creative Paper Tasmania – January 2020

| | |
|---|-------------------------------|
| Hand Made Paper Tour Experience | 1384 entries |
| Coach/School Groups | 9 groups |
| Creative Paper Website | 5 enquiries. 12 online sales. |
| Upcoming Tasmanian Travel show “Award Winning Tasmania” filmed Creative Paper and Makers’ Workshop on Friday January 10 | |

2.6 MARKETING AND EVENTS

Burnie Bite and Brew 2020

Council Officers working on planning and co-ordination for the 7 February Bite n Brew to be held in the Baptist Church car park behind Burnie City Council offices. This event was re-scheduled to February due to inclement weather for the scheduled October 2019 event.

2.7 COLLECTIVE IMPACT

Burnie Works

Due to the receipt of Commonwealth Government funding the Burnie Works Backbone Team now included the position of Project Officer Collective Impact moving to 1 FTE and the commencement of a Measurement and Evaluation Officer 1 FTE, Community Engagement and Communications Officer 0.6 FTE and an Administration Officer 0.6 FTE.

The Local Enabling Group held an annual planning day, developing an Action Plan for 2020.

Dream Big

Dream Big is currently planning for 2020 Higher Education Visits.

Local Drug Action Team

The Local Drug Action ‘Know the Risks’ Community Action Plan was successful, receiving \$16,490 in funding from the Alcohol and Drug Foundation for implementation.

Employment Partnership Group

The Transport to Work Regional Employment Trial began planning with participants to move to job placements and undertake driver training.

International Women’s Day

The International Women’s Day Luncheon will be held on 6 March 2020 in collaboration with BIG. BIG will hold an Up Close and BIG session with Guest Speaker Ginna Webster (Secretary, Department of Justice) prior to the luncheon.

2.7 YOUTH DEVELOPMENT

The Street Art Festival was held on Saturday 11 January 2020. The event involved two street artists with one decorating the wall adjacent to the Burnie Library, while the other decorated the wall of the Wilmot Street (King Street side) overpass. A market was held in the King Street car park at the same time with food vendors and other vendors selling goods. A band was also in place to provide entertainment for the patrons of the event. Unfortunately, despite good promotion of the event in the lead up to the event, the number of patrons attending was disappointing.

COUNCIL RESOLUTION

Resolution number: MO044-20

MOVED: Cr G Simpson

SECONDED: Cr A Keygan

“THAT the General Manager’s Information Report for Community and Economic Development January 2020 be noted.”

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO054-20 GENERAL MANAGER'S INFORMATION REPORT CORPORATE AND BUSINESS SERVICES JANUARY 2020****FILE NO: 4/18/2**
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

| | | |
|-----------|-------|--|
| Direction | 7 | AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE |
| Objective | 7.4 | 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 January 2020 be noted.”*****2.0 SUMMARY**

The report includes the following items:

Corporate and Business Services

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

2.1 SUMMARY FINANCIAL STATEMENTS

Statement of Comprehensive Income

This report provides the draft YTD operating results for the period ending 31 January 2020.

YTD Comprehensive Income Statement

| | YTD Actual | YTD Budget | YTD Variance to Budget | Annual Budget 2020 | Annual Forecast 2020 | Forecast Variance to Budget | |
|--|---------------|---------------|------------------------------|--------------------------|----------------------------|-----------------------------------|----------|
| | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | |
| Recurrent Income | | | | | | | |
| Rates and charges | 22,770 | 22,851 | ✘ 81 | 22,923 | 22,884 | ⚠ 40 | U |
| Statutory fees and fines | 627 | 597 | ✔ (30) | 1,024 | 1,077 | ✔ (54) | F |
| User fees | 2,637 | 2,788 | ✘ 151 | 4,732 | 4,848 | ✔ (116) | F |
| Grants | 1,549 | 1,983 | ✘ 433 | 3,399 | 3,415 | ✔ (15) | F |
| Reimbursements | 426 | 209 | ✔ (217) | 323 | 577 | ✔ (253) | F |
| Other income | 401 | 526 | ✘ 125 | 902 | 792 | ✘ 110 | U |
| Investment income | 122 | 535 | ✘ 413 | 917 | 939 | ✔ (22) | F |
| Total recurrent income | 28,533 | 29,489 | ✘ 956 | 34,221 | 34,532 | ✔ (311) | F |
| Recurrent Expenses | | | | | | | |
| Employee benefits | 6,643 | 6,758 | ✔ (115) | 12,210 | 12,220 | ⚠ 10 | U |
| Materials and services | 5,364 | 6,296 | ✔ (932) | 10,786 | 10,760 | ✔ (27) | F |
| Depreciation and amortisation | 4,422 | 4,530 | ✔ (107) | 7,765 | 7,766 | ⚠ 1 | U |
| Finance costs | 31 | 33 | ✔ (3) | 57 | 57 | ✔ - | F |
| Other expenses | 1,901 | 2,115 | ✔ (214) | 3,400 | 3,396 | ✔ (4) | F |
| Total recurrent expenses | 18,361 | 19,732 | ✔ (1,371) | 34,219 | 34,199 | ✔ (20) | F |
| Operating surplus/(deficit) | 10,172 | 9,757 | ✔ (415) | 2 | 332 | ✔ (331) | F |
| Capital Items | | | | | | | |
| Capital grants | 660 | 1,261 | ✘ 601 | 2,163 | 2,217 | ✔ (54) | F |
| Expenditure on assets not owned by Council | - | - | ✔ - | - | - | ✔ - | F |
| Contributions - non-monetary assets | 18 | - | ✔ (18) | - | 18 | ✔ (18) | F |
| Net gain/(loss) on disposal of assets | 70 | - | ✔ (70) | (250) | (250) | ✔ - | F |
| | 748 | 1,261 | ✘ 513 | 1,913 | 1,985 | ✔ (72) | F |
| Surplus/(deficit) | 10,920 | 11,018 | ✘ 98 | 1,915 | 2,317 | ✔ (402) | F |
| Operating Margin | 1.55 | 1.49 | | 1.00 | 1.01 | | |

✔ 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 currently forecasting to have a favourable operational variance to budget of \$0.331m. While there are a number of favourable and unfavourable variances across the budget the favourable variance of \$331k is predominately due to funds received from the State and Federal government for reimbursement of operational costs for the June 2016 floods and higher than budgeted plumbing fee and parking revenue.

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.

Statement of Financial Position

| | Actual 2020 \$'000 | Budget 2020 \$'000 | Forecast 2020 \$'000 |
|---|--------------------------|--------------------------|----------------------------|
| Assets | | | |
| Current assets | | | |
| Cash and cash equivalents | 8,924 | 4,096 | 3,924 |
| Trade and other receivables | 6,187 | 1,492 | 1,492 |
| Inventories | 140 | 139 | 139 |
| Other assets | 15 | 34 | 34 |
| Total current assets | 15,266 | 5,761 | 5,589 |
| Non-current assets | | | |
| Investment in water corporation | 75,672 | 75,672 | 75,672 |
| Investments in subsidiaries | 2,103 | 2,103 | 2,103 |
| Investment in joint venture | 3,311 | 3,311 | 3,311 |
| Property, infrastructure, plant and equipment | 338,951 | 342,869 | 343,243 |
| Total non-current assets | 420,037 | 423,955 | 424,329 |
| Total assets | 435,303 | 429,716 | 429,918 |
| Liabilities | | | |
| Current liabilities | | | |
| Trade and other payables | 173 | 2,347 | 2,347 |
| Trust funds and deposits | 132 | 138 | 138 |
| Interest-bearing loans and borrowings | 326 | 329 | 329 |
| Employee provisions | 2,409 | 2,411 | 2,411 |
| Total current liabilities | 3,039 | 5,225 | 5,225 |
| Non-current liabilities | | | |
| Interest-bearing loans and borrowings | 778 | 1,811 | 1,811 |
| Employee provisions | 164 | 163 | 163 |
| Total non-current liabilities | 942 | 1,974 | 1,974 |
| Total liabilities | 3,981 | 7,199 | 7,199 |
| Net Assets | 431,322 | 422,517 | 422,719 |
| Equity | | | |
| Accumulated surplus | 274,147 | 274,348 | 274,148 |
| Surplus/(deficit) | 10,920 | 1,915 | 2,317 |
| Reserves | 146,255 | 146,254 | 146,254 |
| Total Equity | 431,322 | 422,517 | 422,719 |
| CURRENT RATIO | 5 | 1.10 | 1.07 |

Statement of Cash Flows

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

Council's cash and investments balance as at 31 January 2020 is \$8.924m.

Burnie City Council
Statement of Cash Flows

| | Actual 2020 \$'000 | Budget 2020 \$'000 | Forecast 2020 \$'000 |
|--|--------------------------|--------------------------|----------------------------|
| Cash flows from operating activities | | | |
| Rates and charges | 18,041 | 22,923 | 22,850 |
| Statutory fees and fines | 627 | 1,023 | 1,077 |
| User fees | 2,637 | 4,679 | 4,848 |
| Grants | 1,549 | 3,399 | 3,415 |
| Reimbursements | 426 | 323 | 577 |
| Other income | 401 | 925 | 792 |
| Payments to suppliers | (7,167) | (10,731) | (10,390) |
| Payments to employees | (6,791) | (12,357) | (12,367) |
| Other payments | (1,901) | (3,400) | (3,396) |
| Net cash provided by (used in) operating activities | 7,824 | 6,784 | 7,407 |
| Cash flows from investing activities | | | |
| Payments for property, infrastructure, plant and equip | (4,379) | (11,970) | (12,327) |
| Dividends and distributions | 122 | 917 | 939 |
| Capital grants | 678 | 2,163 | 2,217 |
| Net cash provided by (used in) investing activities | (3,579) | (8,890) | (9,172) |
| Cash flows from financing activities | | | |
| Finance costs | (31) | (57) | (57) |
| Trust funds & deposits | - | 3 | - |
| New borrowings | - | 1,200 | 1,200 |
| Repayment of interest bearing loans and borrowings | (161) | (324) | (324) |
| Net cash provided by (used in) financing activities | (191) | 822 | 819 |
| Net increase (decrease) in cash and cash equivalents | 4,054 | (1,284) | (946) |
| Cash and cash equivalents at the beginning of the financial year | 4,870 | 5,380 | 4,870 |
| Cash and cash equivalents at the end of the period | 8,924 | 4,096 | 3,924 |

2.2 SCHEDULE OF INVESTMENTS

A schedule of Council's investments is provided as at 31 January 2020:

| Investments Schedule as at 31/01/20 | | | | | | | |
|--|-------------|-------------|-----------------------|-----------------------|-----------------|---------------|------------------|
| Institution | Term | Rate | S&P Rating | Lodgement Date | Maturity | Amount | Total |
| ANZ | At Call | 1.90% | A1+ | | | 1,477 | 1,477 |
| MyState | 365 Days | 1.90% | A2 | 02-09-19 | 02-09-20 | 1,000,000 | |
| My State | 120 Days | 1.75% | A2 | 09-11-19 | 09-03-20 | 1,000,000 | 2,000,000 |
| NAB | 180 Days | 1.83% | A1+ | 08-08-19 | 08-02-20 | 500,000 | 500,000 |
| BOQ | 180 Days | 1.75% | A2 | 21-08-19 | 21-02-20 | 1,000,000 | |
| BOQ | 180 Days | 1.75% | A2 | 30-08-19 | 27-02-20 | 1,500,000 | |
| BOQ | 270 Days | 1.65% | A2 | 30-09-19 | 26-06-20 | 500,000 | 3,000,000 |
| ME Bank | 184 Days | 1.70% | A2 | 21-08-19 | 21-02-20 | 500,000 | 500,000 |
| Westpac | 180 Days | 1.65% | A1+ | 30-09-19 | 30-03-20 | 1,000,000 | |
| Westpac | 180 Days | 1.61% | A1+ | 31-10-19 | 30-04-20 | 500,000 | 1,500,000 |
| Suncorp | 207 Days | 1.65% | A1 | 30-09-19 | 24-04-20 | 500,000 | 500,000 |
| | | | | | | | 8,001,477 |

Investment Allocation by Credit Rating

| Credit Rating | % | Amount | WAIR |
|----------------------|-------------|--------------------|-------------|
| A1+ | 25% | \$2,001,477 | 1.69% |
| A1 | 6% | \$500,000 | 1.65% |
| A2 | 69% | \$5,500,000 | 1.76% |
| | 100% | \$8,001,477 | |

Investment Allocation by Bank

| Bank | % | Amount |
|-------------|-------------|--------------------|
| ANZ | 0% | \$1,477 |
| MyState | 25% | \$2,000,000 |
| NAB | 6% | \$500,000 |
| BOQ | 37% | \$3,000,000 |
| ME Bank | 6% | \$500,000 |
| Westpac | 19% | \$1,500,000 |
| Suncorp | 6% | \$500,000 |
| | 100% | \$8,001,477 |

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

Cash reserves require careful management to both achieve optimum investment incomes and to ensure that cash is available when needed for planned expenditures. Funds are

invested in a manner that allows Council to earn interest on community funds for as long as possible while retaining flexibility in accessing those funds for Council operations.

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

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

2.3 OPERATIONAL REPORT BY DIRECTORATE/DEPARTMENT

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

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

| Department | 31-Jan | Annual Budget | Forecast | Forecast Variance to Budget | Note |
|---|---------------------|---------------------|---------------------|-----------------------------|------|
| Community & Economic Development | | | | | |
| Burnie Arts & Function Centre | 555,567 | 919,939 | 923,188 | 3,249 Unfavourable | |
| Burnie Regional Art Gallery | 236,237 | 536,080 | 530,545 | (5,535) Favourable | |
| Burnie Regional Museum | 122,887 | 292,928 | 293,158 | 230 Unfavourable | |
| Burnie Works | (638,799) | 85,951 | 85,951 | - Favourable | |
| Business & Recreation | 171,751 | 218,656 | 229,160 | 10,504 Unfavourable | |
| CED Management | 252,757 | 347,710 | 352,076 | 4,366 Unfavourable | |
| Community & Youth | 189,017 | 296,308 | 293,295 | (3,013) Favourable | |
| Marketing & Events | 248,679 | 499,811 | 498,784 | (1,027) Favourable | |
| Visitor Information Centre | 248,815 | 449,133 | 459,596 | 10,463 Unfavourable | |
| Community & Economic Development Total | 1,386,911 | 3,646,516 | 3,665,753 | 19,237 Unfavourable | |
| Corporate & Business Services | | | | | |
| Accounting Services | (46,990) | (1,513) | (18,761) | (17,248) Favourable | |
| Information Management | 104,131 | 190,686 | 204,564 | 13,878 Unfavourable | |
| Information Technology Services | (29,020) | 128,970 | 89,076 | (39,894) Favourable | 1 |
| Revenue Services | 222,971 | 430,046 | 409,652 | (20,394) Favourable | 2 |
| Strategic and Governance | (15,524,963) | (15,699,821) | (15,641,195) | 58,626 Unfavourable | 3 |
| Corporate & Business Services Total | (15,273,871) | (14,951,632) | (14,956,664) | (5,032) Favourable | |
| Employee Oncost Recovery | | | | | |
| Oncosts | 30,734 | - | - | - Favourable | |
| Employee Oncost Recovery Total | 30,734 | - | - | - Favourable | |
| Land & Environmental Services | | | | | |
| Compliance Support | (471,630) | (645,042) | (745,847) | (100,805) Favourable | 4 |
| Development Services | 399,808 | 711,159 | 695,562 | (15,597) Favourable | |
| Management LES | 181,056 | 325,371 | 323,669 | (1,702) Favourable | |
| Land & Environmental Services Total | 109,234 | 391,488 | 273,384 | (118,104) Favourable | |
| Office of the General Manager | | | | | |
| Executive Management | 261,248 | 499,303 | 477,230 | (22,073) Favourable | 5 |
| People & Safety | (48,653) | 12 | (24,588) | (24,600) Favourable | 6 |
| Office of the General Manager Total | 212,594 | 499,315 | 452,642 | (46,673) Favourable | |
| Works & Services | | | | | |
| Cemetery Services | (3,046) | (3,221) | (3,221) | - Favourable | |
| Facilities Management | 1,171,958 | 2,168,587 | 2,149,349 | (19,238) Favourable | |
| Management WS | (247,768) | (20,982) | (22,493) | (1,511) Favourable | |
| Parks & Reserves | 1,083,798 | 2,075,295 | 2,074,668 | (627) Favourable | |
| Sporting Grounds | 605,415 | 1,470,451 | 1,462,343 | (8,108) Favourable | |
| Stormwater Services | (955,305) | (461,939) | (468,242) | (6,303) Favourable | |
| Transport Services | 2,813,728 | 5,184,358 | 5,057,842 | (126,516) Favourable | 7 |
| Waste Management | (1,854,544) | - | (17,648) | (17,648) Favourable | |
| Works & Services Total | 2,614,236 | 10,412,549 | 10,232,598 | (179,951) Favourable | |
| Total | (10,920,162) | (1,764) | (332,287) | (330,523) Favourable | |

Corporate & Business Services***1. 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 forecast variance to budget of \$40k for Information Technology Services is due to a reduction in contract costs relating to system development.

2. 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 \$20k for Revenue Services is due to lower than budgeted employee benefits due to a staff vacancy.

3. Governance & 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 unfavourable variance to budget of \$59k for Governance & Strategic is predominately due to lower than budgeted interest revenue on Council's term deposits.

Land and Environmental Services***4. Compliance Support***

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

The favourable forecast variance to budget of \$100k for Compliance Support is due to higher than budgeted parking income.

Office of the General Manager***5. Executive Management***

This business unit provides strategic leadership and direction to Council and focuses on the development of strategic projects, effective communications both within and outside Council, and managing the overall performance of Council.

The favourable forecast variance to budget of \$22k for Executive Management is due to staffing vacancies.

6. People & Safety

This business unit provides professional services relating to health, safety, risk management and human resource advice.

The favourable forecast variance to budget of \$24k for People and Safety is due to a staff vacancy which has now been filled.

Works and Services***7. 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 \$126k for Transport Services is predominately due to receiving funds for natural disaster funding from the floods of June 2016.

2.4 RECEIVABLES ANALYSIS

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

Receivables Analysis as at 31 January 2020

| | <u>Total</u> | <u>Current - 30 Days</u> | <u>60 Days</u> | <u>90 Days</u> | <u>120+ Days</u> |
|-------------------------------|------------------|--------------------------|----------------|----------------|------------------|
| Trade Debtors | | | | | |
| Sundry Debtors | 330,962 | 301,210 | 2,538 | 17,254 | 9,960 |
| Reserved Parking Spaces | 8,948 | 7,283 | 402 | 97 | 1,167 |
| Burnie Venues & Catering | 4,441 | - | - | 1,213 | 3,228 |
| Lease Debtors | 891 | 962 | 617 | - | (688) |
| Business & Recreation Debtors | 4,975 | 2,850 | 1,060 | 75 | 990 |
| Waste Debtors | 52,799 | 52,184 | 593 | 5 | 17 |
| Total Trade Debtors | 403,017 | 364,488 | 5,211 | 18,644 | 14,674 |
| Goods & Services Tax | (233,150) | | | | |
| Infringements & Parking | 1,318,341 | | | | |
| Other Receivables | 389,313 | | | | |
| Rates & Charges | 5,401,429 | | | | |
| Allowance for Impaired Debts | (1,091,745) | | | | |
| Total Receivables | 6,187,205 | | | | |

Infringements & parking

| | Jan-20 | | Jan-19 | | Movement | |
|-----------------|---------------|------------------|---------------|------------------|------------|---------------|
| | Count | Balance | Count | Balance | Count | Balance |
| Issued 2020 | 2,363 | 151,219 | | | 2,363 | 151,219 |
| Issued 2019 | 1,467 | 138,997 | 2,080 | 140,292 | (613) | (1,295) |
| Issued 2018 | 1,030 | 73,176 | 1,387 | 117,566 | (357) | (44,390) |
| Issued 2017 | 1,652 | 55,427 | 1,705 | 71,828 | (53) | (16,400) |
| Issued 2016 | 985 | 38,468 | 1,018 | 46,453 | (33) | (7,986) |
| Issued 2015 | 578 | 36,777 | 629 | 41,400 | (51) | (4,624) |
| Issued 2014 | 520 | 34,092 | 567 | 38,643 | (47) | (4,551) |
| Issued 2013 | 619 | 37,099 | 679 | 41,940 | (60) | (4,842) |
| Issued 2012 | 529 | 32,903 | 561 | 35,725 | (32) | (2,822) |
| Issued 2011 | 532 | 32,355 | 581 | 35,944 | (49) | (3,589) |
| Issued 2010 | 647 | 23,901 | 688 | 26,684 | (41) | (2,784) |
| Issued 2009 | 758 | 52,577 | 805 | 56,290 | (47) | (3,713) |
| Issued 2008 | 1,438 | 71,079 | 1,470 | 74,523 | (32) | (3,445) |
| Issued Pre-2007 | 11,901 | 545,873 | 11,933 | 552,260 | (32) | (6,387) |
| | 25,019 | 1,323,942 | 24,103 | 1,279,550 | 916 | 44,392 |

2.5 RATES ANALYSIS

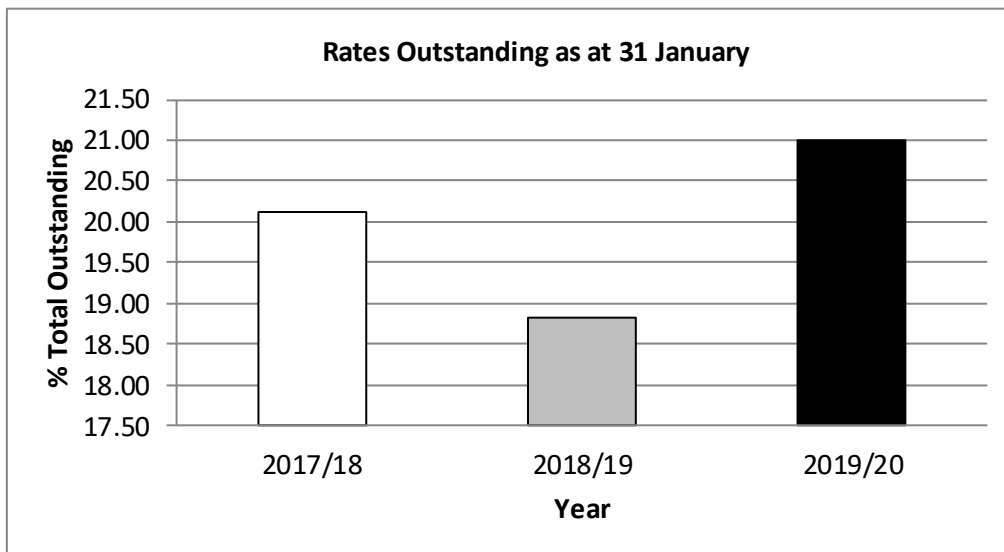
The rates analysis contains a summary of rating transaction movements for 2019/20 including the total levied, the total paid to date and the total unpaid as at the end of the reporting period. Rates are levied in July each year.

Rates Outstanding as at 31/01/2020

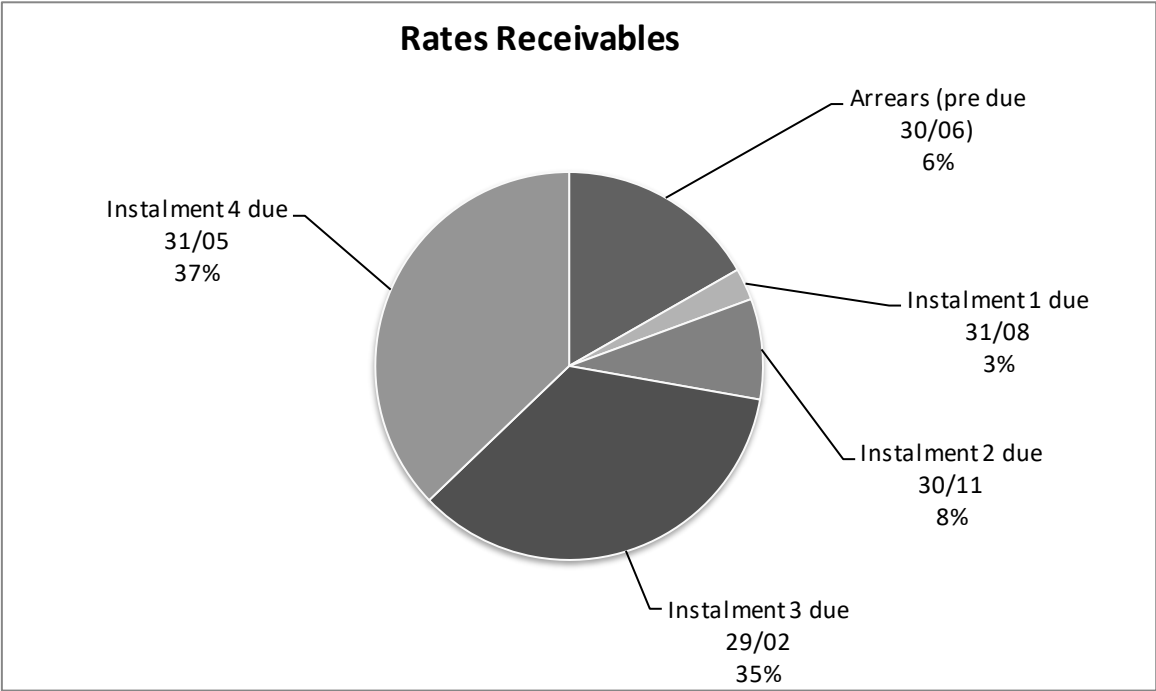
| | This Financial Year 31 Jan 2020 | | Last Financial Year 31 Jan 2019 | | Change |
|---|------------------------------------|-------------------|------------------------------------|-------------------|----------------|
| | | \$ | | \$ | \$ |
| Arrears Brought Forward as at July 1 | 2.88% | 674,513 | 5.32% | 1,239,630 | (565,117) |
| Credit Brought Forward | -0.44% | (103,929) | -2.98% | (692,968) | 589,039 |
| Add Current Rates & Charges | | | | | |
| Levied | 97.04% | 22,709,789 | 96.24% | 22,413,267 | 296,522 |
| Penalty | 0.26% | 61,846 | 0.23% | 53,020 | 8,826 |
| Supplementary Rates | 0.26% | 60,106 | 1.19% | 276,648 | (216,543) |
| Gross Rates and Charges Demanded | 100.00% | 23,402,325 | 100.00% | 23,289,598 | 112,727 |
| Less: Rates & Charges Collected | 74.34% | 17,397,462 | 76.16% | 17,736,246 | (338,785) |
| Pension Remission | 3.07% | 718,476 | 3.02% | 703,285 | 15,191 |
| Residential Waste Remission | 0.08% | 19,008 | 0.08% | 18,144 | 864 |
| Hardship Interest Remission | 0.00% | 76 | 0.00% | 269 | (194) |
| Private Conservation | 0.00% | 165 | 0.00% | 105 | 60 |
| Misc Remissions | 0.00% | - | 0.06% | 12,988 | (12,988) |
| Services Remissions | 0.00% | - | 0.00% | - | - |
| Stormwater Remission | 0.04% | 8,933 | 0.03% | 8,133 | 800 |
| General Rate Remission | 0.00% | - | 0.02% | 4,611 | (4,611) |
| - Legal Fees | 0.00% | (468) | -0.01% | (1,638) | 1,170 |
| - Discounts | 1.47% | 344,877 | 1.81% | 420,970 | (76,093) |
| - Roundings/Adjustments | 0.00% | 13 | 0.00% | (2) | 14 |
| Sub Total | 79.00% | 18,488,541 | 81.17% | 18,903,113 | (414,572) |
| Unpaid Rates & Charges as at 31/01 | 21.00% | 4,913,784 | 18.83% | 4,386,485 | 527,299 |

| | | 2019/2020 | | 2018/2019 |
|------------------------------|----------------|------------------|----------------|------------------|
| Outstanding as at 31 January | | 5,337,174 | | 4,774,977 |
| Rates in credit | | (424,389) | | (388,492) |
| | | 4,912,784 | | 4,386,485 |
| Total number of assessments | | 10,062 | | 10,017 |
| Assessments outstanding | 65.90% | 6,631 | 44.9% | 4,497 |
| Credit Rates | -8.6% | (423,389) | -3.2% | (141,390) |
| Arrears (pre due 30/06) | 18.2% | 893,591 | 10.9% | 479,882 |
| Instalment 1 due 31/08 | 2.9% | 141,714 | 4.9% | 216,913 |
| Instalment 2 due 30/11 | 9.1% | 447,238 | 8.5% | 371,553 |
| Instalment 3 due 29/02 | 38.1% | 1,871,364 | 38.1% | 1,671,845 |
| Instalment 4 due 31/05 | 40.4% | 1,983,267 | 40.8% | 1,787,681 |
| | 100.00% | 4,913,784 | 100.00% | 4,386,485 |

There were 6,631 assessments outstanding as at 31 January 2020 compared to 4,497 as at 31 January 2019.



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



2.6 CAPITAL EXPENDITURE REPORT

The following report outlines council's YTD capital expenditure compared to budget as at 31 January 2020. Explanations are provided below for project forecast variances to budget of \$20,000 or more.

| YTD Capital Expenditure 2019/20 | | | | | | |
|--|------------------|-------------------|------------------|-------------------|-----------------------------|------|
| | YTD Expenditure | Annual Budget | Balance Unspent | Forecast | Forecast Variance to Budget | Note |
| ROADS | | | | | | |
| RURAL ROADS | | | | | | |
| Upgrade Programme | 583,010 | 888,920 | 305,910 | 890,613 | ● 1,693 | |
| Rural Roads Resealing | 1,223 | 86,700 | 85,477 | 86,700 | ● - | |
| Rural Roads Major Patching & Resealing | 33,128 | 146,120 | 112,992 | 166,014 | ● 19,894 | |
| Rural Roads Bridges Programme | 47,331 | 362,900 | 315,569 | 362,900 | ● - | |
| TOTAL RURAL ROADS | 664,692 | 1,484,640 | 819,948 | 1,506,227 | ● 21,587 | |
| URBAN ROADS | | | | | | |
| Car Parking Improvements | 106,773 | 151,710 | 44,937 | 161,086 | ● 9,376 | |
| Driveways, Footpaths and Channel | 75,440 | 221,120 | 145,680 | 228,797 | ● 7,677 | |
| Retaining Walls | 90,030 | 450,817 | 360,787 | 454,518 | ● 3,701 | |
| Urban Infrastructure | 116,247 | 409,920 | 293,673 | 433,013 | ● 23,093 | 1 |
| Urban Road Renewal & Upgrades | 128,542 | 520,160 | 391,618 | 554,163 | ● 34,003 | 2 |
| Urban Road Resealing | 170,450 | 985,823 | 815,373 | 985,823 | ● - | |
| TOTAL URBAN ROADS | 687,482 | 2,739,550 | 2,052,068 | 2,817,400 | ● 77,850 | |
| TOTAL ROADS | 1,352,174 | 4,224,190 | 2,872,016 | 4,323,627 | ● 99,437 | |
| STORMWATER | | | | | | |
| Storm Water Upgrades & Replacements | 207,739 | 652,389 | 444,650 | 652,584 | ● 195 | |
| TOTAL STORMWATER | 207,739 | 652,389 | 444,650 | 652,584 | ● 195 | |
| PARKS, RESERVES AND SPORTING FACILITIES | | | | | | |
| General Parks and Reserves | 566,516 | 3,080,893 | 2,514,377 | 3,121,224 | ● 40,331 | 3 |
| Cemeteries | 32,150 | 218,480 | 186,330 | 218,980 | ● 500 | |
| Sporting Grounds & Facilities | 181,261 | 237,076 | 55,815 | 277,924 | ● 40,848 | 4 |
| TOTAL PARKS, RESERVES & SPORTING FACILITIES | 779,927 | 3,536,449 | 2,756,522 | 3,618,128 | ● 81,679 | |
| WASTE | | | | | | |
| Garbage and Recycling | 1,645 | 42,045 | 40,400 | 42,045 | ● - | |
| Waste Management Centre | 38,483 | 300,179 | 261,696 | 300,179 | ● - | |
| TOTAL WASTE MANAGEMENT | 40,128 | 342,224 | 302,096 | 342,224 | ● - | |
| BUILDINGS | | | | | | |
| Sporting Facilities | 462,412 | 656,336 | 193,924 | 656,336 | ● - | |
| Public Amenities | 184,988 | 474,670 | 289,682 | 528,753 | ● 54,083 | 5 |
| Burnie Arts & Function Centre | 31,434 | 328,240 | 296,806 | 328,240 | ● - | |
| Burnie Regional Museum | - | - | - | - | ● - | |
| Other Buildings | 505,993 | 1,077,419 | 571,426 | 1,129,486 | ● 52,067 | 6 |
| TOTAL BUILDINGS | 1,184,827 | 2,536,665 | 1,351,838 | 2,642,815 | ● 106,150 | |
| PROPERTY, PLANT & EQUIPMENT (PPE) | | | | | | |
| Computer Equipment | 13,022 | 438,050 | 425,028 | 438,050 | ● - | |
| Vehicles | 74,099 | 134,600 | 60,501 | 134,600 | ● - | |
| Plant | 475,643 | 960,976 | 485,333 | 960,976 | ● - | |
| Other | 182,089 | 246,416 | 64,327 | 302,143 | ● 55,727 | 7 |
| Parking Equipment | 51,160 | 37,200 | (13,960) | 51,160 | ● 13,960 | |
| Furniture & Fittings | 13,446 | 49,295 | 35,849 | 49,295 | ● - | |
| Heritage Assets | 4,949 | 11,860 | 6,911 | 11,860 | ● - | |
| TOTAL PLANT/EQUIPMENT/VEHICLES | 814,408 | 1,878,397 | 1,063,989 | 1,948,084 | ● 69,687 | |
| TOTAL | 4,379,203 | 13,170,314 | 8,791,111 | 13,527,462 | ● 357,148 | |

Note 1 – Urban Infrastructure

| Project Description | YTD | Annual | Forecast | Forecast | % |
|-------------------------------|--------|--------|----------|----------|----------|
| | Actual | Budget | | Variance | Variance |
| CBD Arch Refurbishment | 38,524 | 26,420 | 38,524 | 12,104 | 46% |
| Replace Footpath - Princes St | 25,221 | 14,232 | 25,221 | 10,989 | 77% |

CBD Arch Refurbishment - Budget estimate was inadequate and did not cover additional paint preparation works required.

Replace Footpath – Princess St - Approved variation to scope of works for extra concreting and road pavement preparation for sealing.

Note 2 - Urban Road Renewal & Upgrades

| Project Description | YTD | Annual | Forecast | Forecast | % |
|----------------------------------|--------|--------|----------|----------|----------|
| | Actual | Budget | | Variance | Variance |
| Queen St - William St - Bass Hwy | 34,003 | 0 | 34,003 | 34,003 | 0% |

Queen St - William St - Bass Hwy – Last year’s budget.

Note 3 – General Parks and Reserves

| Project Description | YTD | Annual | Forecast | Forecast | % |
|--------------------------------------|--------|--------|----------|----------|----------|
| | Actual | Budget | | Variance | Variance |
| Fernglade Reserve - Install new path | 53,213 | 13,779 | 53,213 | 39,434 | 286% |

Fernglade Reserve – Install new path – Scope of works has increased as boardwalk sections required.

Note 4 – Sporting Grounds & Facilities

| Project Description | YTD | Annual | Forecast | Forecast | % |
|------------------------------|---------|--------|----------|----------|----------|
| | Actual | Budget | | Variance | Variance |
| Tennis Club Remediation | 103,970 | 75,000 | 103,970 | 28,970 | 39% |
| Ridgley Bowls Club - Fencing | 29,668 | 17,790 | 29,668 | 11,878 | 67% |

Tennis Club Remediation - Refer Council Workshop report for details.

Ridgley Bowls Club – Fencing - Unforeseen additional electrical and concrete work required due to latent conditions.

Note 5 – Public Amenities

| Project Description | YTD | Annual | Forecast | Forecast | % |
|------------------------------|---------|--------|----------|----------|----------|
| | Actual | Budget | | Variance | Variance |
| Waterfront Playground Toilet | 120,253 | 66,170 | 120,253 | 54,083 | 82% |

Waterfront Playground Toilet – Construction costs estimate was greater than the original budget due to a number of factors thus, carried forward funds were not sufficient to fund the balance of the project. To balance across the capital works program.

Note 6 – Other Buildings

| Project Description | YTD | Annual | | Forecast | % |
|--|---------|---------|----------|----------|----------|
| | Actual | Budget | Forecast | Variance | Variance |
| City Offices - HVAC Chiller Unit Replacement | 195,390 | 153,000 | 195,390 | ● | 28% |
| City Offices - Flagpole - Aboriginal Flag | 9,677 | 0 | 9,677 | ● | 0% |

City Offices – HVAC Chiller Unit Replacement - Refer Council report - Original budget estimate inadequate.

City Offices – Flagpole – Aboriginal Flag - Unbudgeted expenditure approved by Council.

Note 7 – Other PPE

| Project Description | YTD | Annual | | Forecast | % |
|---------------------------------|--------|--------|----------|----------|----------|
| | Actual | Budget | Forecast | Variance | Variance |
| Point POS System | 4,949 | 0 | 4,949 | ● | 0% |
| BRAG - Art Acquisitions | 24,855 | 20,400 | 24,855 | ● | 22% |
| Asset Failure Contingency - (*) | 91,883 | 51,000 | 91,883 | ● | 80% |
| Building Revaluation | 5,440 | 0 | 5,440 | ● | 0% |

Point POS System – Last year’s budget.

BRAG – Art Acquisitions – Last year’s budget. 2018-19 budget carried forward.

Asset Failure Contingency – (*) Unexpected asset and equipment failures exceeded budget provision.

Building Revaluation – Last year’s budget.

2.7 CONTRACTS AWARDED

The following table shows contracts awarded over \$100,000 (full contract value) during January 2020:

| Contract Number | Contract Title | Contractor Registered Business Name and Address | Awarded Date | Initial Term/ Delivery Date | Value of Contract (Ex GST) |
|-----------------|---|---|--------------|-----------------------------|----------------------------|
| 2645 | West Ridgley Road and Talunah Road Culvert Upgrades | Treloar Transport P/L 26 Claude Road Sheffield TAS 7306 | 28/01/2020 | 2 months | \$347,965.74 |

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 *Code for Tenders and Contracts CP-CBS-SG-012*.

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 |
|---------------------------------|---------------------------|--|------------------------|---------------|--------|--------------------------|----------|
| West Park Grandstand Upgrade | JD2 Consulting | Consultant Brief 192 Architectural Design and Project Delivery | 37,170 | 33,345 | B | Capital Works Allocation | No |
| North West Museum & Art Gallery | Lifecycle Cost Management | Quantity Surveyor Cost Estimating, Stage 1 Services | 19,550 | 12,121 | B | Capital Works Allocation | No |
| Mooreville Road Upgrade Stage 3 | PDA Surveyors | Detail Land Survey and Structures assessment | 16,300 | 9,400 | B | Capital Works Allocation | No |
| Bay Street Upgrade | PDA Surveyors | Detail survey and civil design | 15,000 | 5,500 | A/B | Capital Works Allocation | No |
| Linton Street Upgrade | PDA Surveyors | Detail survey and civil design | 14,500 (reduced scope) | 14,500 | A/B | Capital Works Allocation | Yes |
| West Ridgley Culverts Upgrade | Pitt & Sherry | Detail design of culverts | 29,920 | 29,920 | A | Capital Works Allocation | Yes |
| North West Museum & Art Gallery | Terroir | Stage 1 Services – Concept and Design Development | 566,473 | 217,228 | B | Capital Works Allocation | No |

2.9 GOVERNANCE – USE OF COUNCIL SEAL

| | |
|-----------------|---|
| 21 January 2020 | Strata Plan – 1-3 Vernon Place, Burnie |
| 23 January 2020 | Lease Agreement between the Honourable Peter Gutwein MP and Burnie City Council – Crown Land Lease Fernglade Road Emu Heights |
| 28 January 2020 | Contract 2639 – Provision of HVAC Maintenance and Repair Services Council Facilities |
| 31 January 2020 | Deed of Variation of Grant Deed – Eastern Promenade |

COUNCIL RESOLUTION

Resolution number: MO045-20

MOVED: Cr D Pease

SECONDED: Cr K Dorsey

“THAT the General Manager’s Information Report for Corporate and Business Services for January 2020 be noted.”

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

Against:

CARRIED UNANIMOUSLY

AO055-20 COMMUNICATIONS JOURNAL FEBRUARY 2020

FILE NO: 2/17/3
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

| | | |
|-----------|-------|---|
| Direction | 7 | AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE |
| Objective | 7.2 | Council and the community are informed and engaged on issues of local importance. |
| Strategy | 7.2.2 | Inform the community of key decisions and actions of Council. |

1.0 RECOMMENDATION:

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

2.0 SUMMARY

The purpose of the Communications Journal section of the Agenda is to provide Council with relevant general communication items received that need to be brought to the attention of Councillors.

Items contained in this monthly report are generally for noting. Any specific correspondence items which require an officer’s comment and a recommendation are tabled in the reports immediately following this one.

3.0 MAYOR’S COMMUNICATIONS

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

- Cruise Ship Welcome on the Wharf – Silver Muse
- Exhibition Opening - ‘Making Marks’ A Celebration of Children’s Art Travelling Exhibition 2020
- Meeting with Burnie Airport Corporation
- Burnie Australia Day Celebrations
- Cruise Ship Welcome on the Wharf – Sea Princess
- Cruise Ship Welcome on the Wharf – Regatta
- Burnie Tennis Club – Burnie International Business Lunch
- Exhibition Opening - Forest Obscura and Fernando do Campo Exhibitions
- Hellyer College Evening of Excellence
- Cruise Ship Welcome on the Wharf – Queen Elizabeth
- Caterpillar Burnie International Finals’ Day
- TasWater Owners Representatives Quarterly Briefing - North West
- State Grants Commission 2020 Hearing

- Meeting with Isaac Poole
- Rebecca White MP and Anita Dow MPP – North West event
- Business North West Breakfast Session with Guest Speaker, Opposition Leader Rebecca White MP
- Exhibition Opening – Sun, Sand and Sea by artist Sevesti Johnson
- Cruise Ship Welcome on the Wharf – Regatta
- Burnie Bite and Brew
- Cruise Ship Welcome on the Wharf – Europa
- Burnie Regional Art Gallery Special Advisory Committee Meeting
- Seedlab Tasmania Information Session

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

- Cruise Ship Welcome on the Wharf – Norwegian Jewel - attended by Cr Alwyn Boyd

4.0 NOTIFICATION OF COUNCIL WORKSHOPS

| Workshop | 4 February 2020 | |
|---------------------------|--|---------------------------------|
| Councillors in attendance | Mayor Kons, Deputy Mayor Simpson, Cr Boyd, Cr Brumby, Cr Bulle, Cr Dorsey, Cr Keygan, Cr Lynch, Cr Pease | |
| Apologies | | |
| Items Discussed | Visit and Introduction to the Tasmanian Aboriginal Centre | O-site visit to the TAC, Burnie |
| | Future of the Point | Discussion with Councillors |
| | Burnie Airport Corporation (BAC) Letter of Expectation | Discussion with Councillors |
| | FMS and Action Plan | Discussion with Councillors |
| | Cradle Coast Authority Representatives Meeting Agenda | Discussion with Councillors |
| | GM's Performance Review | Discussion with Councillors |

| | | |
|---------------------------|---|--|
| Workshop | 6 February 2020 (Special Workshop) | |
| Councillors in attendance | Mayor Kons, Deputy Mayor Simpson, Cr Brumby, Cr Dorsey, Cr Keygan, Cr Lynch, Cr Pease | |
| Apologies | Cr Boyd, Cr Bulle | |
| Items Discussed | Australia Day Special Award presentation to John Duncan | Presentation of Lifetime Recognition Award for services to the community |
| | Crisis Accommodation and Social Housing issues in Burnie discussion with Minister Roger Jaensch MP | Discussion with Councillors |
| | Update on the development of a Youth Foyer facility in Burnie discussion with Minister Roger Jaensch MP | Discussion with Councillors |

5.0 CORRESPONDENCE FOR NOTING

Nil correspondence for noting.

COUNCIL RESOLUTION

Resolution number: MO046-20

MOVED: *Cr K Dorsey*

SECONDED: *Cr G Simpson*

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

**AO056-20 COMMUNICATIONS JOURNAL - HON ROGER JAENSCH MP -
DRAFT AMENDMENT 01-2019 OF THE STATE PLANNING
PROVISIONS - DRAFT APARTMENT DEVELOPMENT CODE**

FILE NO: 2/17/3; 946476
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 advise the Minister for Planning that for the reasons set out in this report –

- a) it has reservations in relation to whether the draft Apartment Development Code can be validly made in whole and part; and***
- b) it cannot be satisfied on the explanations provided in the Explanatory Document that the Code is necessary and appropriate to apartment development in Tasmania.”***

2.0 SUMMARY

Correspondence dated 5 February 2020 has been received from the Minister for Planning, the Hon Roger Jaensch MP, requesting feedback on Draft Amendment 01-2019 of the State Planning Provisions – Draft Apartment Development Code by 13 March 2020.

3.0 GENERAL MANAGER’S COMMENTS

The draft Code is an initiative of the State government to deliver new planning standards for medium density residential use in apartment developments with inner city residential and business areas.

The Code is intended as an amendment to the State Planning Provisions in accordance with the *Land Use Planning and Approvals Act 1993*.

The Code would thereafter apply under the Tasmanian Planning Scheme for all new apartment development on any land within Tasmania assigned to the Inner Residential, Urban Mixed Use, Local Business, General Business or Central Business zones or any proclaimed “apartment development area” under a Local Provisions Schedule.

An “apartment” for purpose of the draft Standard is defined to be *“a dwelling or serviced apartment (visitor accommodation) located above the ceiling level or below the floor level of another dwelling, serviced apartment or another use, and is part of a building containing two or more dwellings or serviced apartments”*.

The objective for the standard is stated as being to provide a clear permit pathway and certainty of criteria to facilitate good quality apartment development, with a particular emphasis on the amenity, functionality, health, privacy, safety, and well-being of occupants through quality internal design.

The draft Code will require new apartment development must satisfy mandatory development objectives and standards in relation to –

- a) the separation distance between an apartment building and the apartments within that building and another building and between site boundaries and windows and balconies for reasons of outlook and privacy, and to achieve prescribed outcomes for access to sunlight, daylight and natural ventilation;
- b) provision of common open space for shared use by occupants of an apartment building in addition to provision of individual areas of private open space for each apartment, such common area to include “deep soil areas” for planting of canopy trees;
- c) common circulation areas within and external to the apartment building, including for dimension of corridors and the number of apartments on each floor serviced by a lift or stair;
- d) “universal design” requirements to provide apartments that satisfy all age and ability requirements and enable a person to remain in the apartment through all life phases, including minimum dimensions and design requirements for size and layout of the interior of an apartment and for living room, bedroom, bathroom, kitchen, circulation corridors and doors, and storage areas;
- e) provision of acoustic privacy from noise external to the building; and
- f) arrangements for the storage and collection of waste.

It is appropriate that the State provide clear, certain and consistent standards for the use and development of land.

However, it is important that each proposed standard be valid and proportional to the powers available for the content of a planning scheme and necessary to the circumstances of use and development.

The draft Code must fit within the purpose and context of the Tasmanian land use planning system, and be integrated and coordinated with the operation of other legislation.

The draft Code raises a number of issues in relation to purpose and permissibility –

- i. It will not apply for all new residential development, including apartment and visitor apartment development on land to which the General Residential and Low Density Residential zones apply.

Such development remains subject to the existing SPP multiple dwelling development standards.

If the alleged benefits of the standards are necessary and appropriate, they should apply universally for all forms of multiple dwelling development.

- ii. It is debatable whether the land use planning processes of Tasmania should apply standards in relation to the internal design and function of a building.

The statutory objective for the planning processes under the *Land Use Planning and Approvals Act 1993* is to regulate the manner in which air, land and water resources are used, developed, protected and conserved.

To date the land use planning system has studiously avoided regulation of building design matters, including for external architectural detail (other than if heritage significance applies) and for internal layout and design.

Several matters arise –

- a. What constitutes “good apartment design” may be a matter of opinion and scope.

Technical design requirements such as contained in the National Construction Code may enable a high level of confidence for measurable aspects of function, safety, health and amenity.

However, the application of standards for design elements such as provision of common open space, a capacity to plant canopy trees, and for provision of shared circulation space as a means to promote casual social interaction between residents are founded on subjective rather than measurable criteria.

A requirement to optimise access to direct sunlight for thermal amenity and passive heating outcomes is not sufficient of itself to provide a better development outcome. The draft Code does not address corresponding requirements such as thermal mass and shading within the construction of the building to capture and manage the energy inputs from access to sunlight.

- b. The Explanatory Document argues that compliance to the standards within the draft Code will deliver better design outcomes.

The assertions must be taken on faith.

The Document does not describe the circumstances, conditions and any shortcoming of existing apartment development in Tasmania. It does not discuss the available options for addressing any valid concerns associated with the health, safety and amenity of residents within or adjacent to existing apartment development, including under regulation outside the planning process; it does not identify why existing controls are inadequate; and it does not explain why the proposed standards have been selected.

It is said the standards have been tested with members of the Australian Institute of Architects (Tasmanian Chapter) against recent development approvals in inner Hobart. The methodology and results from these tests are not disclosed.

There is no robust justification for the draft Code other than to say it is anticipated there will be increased development for apartment style residential premises as part of an expanded diversity and choice in housing options for all age and socio-economic households.

Much of the Code is said to be modelled on provisions in the Apartment Design Guide issued by the NSW Department of Planning. There is no explanation for whether the NSW guide is relevant to the circumstances of Tasmania.

The NSW Guide is more comprehensive than the draft Tasmanian Code, and operates in a different regulatory environment. Some requirement in the Guide may be applied a permit decision to support the mandatory design quality principles for residential apartment development in NSW issued under a separate regulatory instrument. However, the NSW Guide is not in itself a mandatory and enforceable regulatory instrument.

There are no quality design principles for residential development in Tasmania. The Draft Code therefore proceeds immediately to compliance criteria without benefit of any broader strategy or policy context. The Code purpose and individual objective statements for each standard do not assist understanding.

- c. Clause 4.3.2 of the declared State Planning Provisions provides that internal building and works are exempt from requiring a permit unless the internal building and works are on a building entered on the Tasmanian Heritage Register.

The proposed amendments to the SPPs do not include any change to clause 4.3.2.

The draft Code states in clause C17.4.1 - *"There are no exemptions to this code"*.

The terms of draft C17.4.1 contradict the exemptions afforded by clause 4.3.2 of the approved SPPs in relation to those provisions of the draft Code that deal with internal aspects of an apartment building.

It is therefore possible the draft Code will not be enforceable in full if inserted into the SPPs.

- d. The *Building Act 2016* applies for all building, plumbing and demolition work in Tasmania, and applies the National Construction Code (NCC) as the relevant standard for building work.

The NCC requirements apply in relation to the safety and function of access and egress matters, including for people with a disability; and for health and amenity matters such as sanitary, room height, light and ventilation, and sound transmission and insulation.

The land use planning and the building compliance systems are each separate jurisdictions. The Code must be careful not to create an environment in which compliance to a planning requirement may prevent compliance to a building code requirement.

The Explanatory Document provided with the draft Code does not acknowledge the Tasmanian building compliance system, and therefore does not identify whether there is a relationship between the requirements of the Code and those applicable under the NCC.

It is uncertain whether the draft Code will apply requirements that are additional to or that may contradict or be inconsistent with NCC requirements.

- e. Section 9 *Building Act 2016* provides that a regulation or rule that relates to the technical requirements for design or construction of a building must not be made under any Act without the approval of the portfolio Minister unless that other Act expressly provides to the contrary.

The draft Code contains provisions that are in relation to technical matters of building design and construction.

There is nothing within the *Land Use Planning and Approvals Act* to expressly provide a planning scheme may contain provisions relating to technical aspects of building design and construction.

The Explanatory Document provided with the draft Code does not acknowledge any relationship between the Code and the building compliance system; and therefore is silent on whether the building Minister will approve the Code.

- iii. The Explanatory Document explains how the draft Code will meet the SPP Criteria in section 15(2) of the Act.

The Explanation addressing the LUPAA objectives and State Policies is somewhat superficial in that it relies on general assertions and assumptions in the absence of relevant fact.

The Explanation does not address the requirement in section 15(2)(a) to establish that the provisions of the draft Code are matters that may be contained in the SPPs in accordance with section 11 and section 14.

It is difficult to identify which of the matters in section 11(2) can be relied upon to authorise the draft Code may regulate matters of internal design.

There are several matters relevant to whether the draft SPP can in whole or part satisfy the legislative environment and meet the legislated criteria applicable to the making of a State Planning Provision. These matters need to be clarified and resolved before the draft Code may proceed.

The draft Code contains a considerable quantity of detailed regulation. There is limited benefit in providing a response on the relevance and appropriateness of this content until it is certain the Code can be validly made.

ATTACHMENTS

1. [↓](#) Correspondence from Minister for Planning - Draft Amendment 01-2019 of the State Planning Provisions - Draft Apartment Development Code

COUNCIL RESOLUTION**Resolution number: MO047-20****MOVED:** *Cr G Simpson***SECONDED:** *Cr C Lynch****“THAT Council advise the Minister for Planning that for the reasons set out in this report –***

- a) it has reservations in relation to whether the draft Apartment Development Code can be validly made in whole and part; and***
- b) it cannot be satisfied on the explanations provided in the Explanatory Document that the Code is necessary and appropriate to apartment development in Tasmania.”***

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***

Minister for Housing
Minister for Environment and Parks
Minister for Human Services
Minister for Aboriginal Affairs
Minister for Planning

Level 9 15 Murray Street HOBART TAS 7000 Australia
GPO Box 123 HOBART TAS 7001 Australia
Ph: +61 3 6165 7670
Email: minister.jaensch@dpac.tas.gov.au



5 February 2020

Alderman Steve Kons
Mayor
Burnie City Council
PO Box 973
BURNIE TAS 7320
Email: burnie@burnie.net

Dear Mayor

Draft Amendment 01-2019 of the State Planning Provisions – Draft Apartment Development Code

I refer to attached draft amendment 01-2019 of the State Planning Provisions (SPPs) which proposes the inclusion of the draft Apartment Development Code along with other consequential amendments to the SPPs.

The draft amendment relates to the Medium Density Residential Development Standards project which was announced by the previous Premier in March 2019. The draft amendment proposes new planning development standards for medium density residential development in the form of apartments in areas close to existing services and facilities.

The draft Apartment Development Code has been prepared by the Department of Justice's Planning Policy Unit in collaboration with staff from Hobart City Council. The project is occurring in conjunction with the Central Hobart Precincts Plan as part of the Hobart City Deal under the *Greater Hobart Act 2019*.

I have enclosed a copy of draft amendment 01-2019, including the draft Apartment Development Code, along with an Explanatory Document which provides important background information on the draft amendment.

DOC/19/143135

2

In accordance with section 30D(2) of the *Land Use Planning and Approvals Act 1993*, I request your feedback on the attached draft amendment. Feedback should be submitted by email to planning.unit@justice.tas.gov.au and be received by close of business on Friday, 13 March 2020.

Yours sincerely



Hon Roger Jaensch MP
Minister for Planning

cc: Mr Andrew Wardlaw, General Manager

Attachments:

1. Draft Amendment 01-2019 of the SPPs (including Appendix 1 – draft Apartment Development Code)
2. Draft Amendment 01-2019 of the SPPs – Explanatory Document

ATTACHMENT 1

Draft Amendment 01-2019 of the State Planning Provisions

| No | Clause | Amendment | Explanation | | | | |
|--------------------|--|--|--------------------|--|--|--|--|
| 1. | 3.0 Interpretation – Table 3.1 | <p>In Table 3.1, insert definitions for 'apartment' and 'apartment building' after the definition of 'annual exceedance probability' as follows:</p> <table border="1"> <tr> <td>apartment</td> <td>means a dwelling, or a serviced apartment, located above the ceiling level or below the floor level of another dwelling, serviced apartment, or another use, and is part of a building containing two or more dwellings or serviced apartments.</td> </tr> <tr> <td>apartment building</td> <td>means a building that contains apartments and may also contain non-residential uses.</td> </tr> </table> | apartment | means a dwelling, or a serviced apartment, located above the ceiling level or below the floor level of another dwelling, serviced apartment, or another use, and is part of a building containing two or more dwellings or serviced apartments. | apartment building | means a building that contains apartments and may also contain non-residential uses. | <p>The term 'apartment' is used to define the types of development that is subject to the Apartment Development Code. The definition is based on the definition for apartment in the Victorian Planning Provisions. For the purposes of the Apartment Development Code, it also includes a 'serviced apartment', which is a form of Visitor Accommodation. This acknowledges that the use of an apartment can easily switch between a residential tenancy and short stay accommodation. Consequently, the design requirements should be the same for both.</p> <p>The term 'apartment building' provides a means of describing buildings that contain apartments. It also acknowledges that apartments often form part of mixed use developments with other uses, such as offices, retail and commercial spaces.</p> <p>These terms are largely used in the Apartment Development Code, but are also used elsewhere in the SPPs as part of the consequential amendments to implement the code.</p> |
| apartment | means a dwelling, or a serviced apartment, located above the ceiling level or below the floor level of another dwelling, serviced apartment, or another use, and is part of a building containing two or more dwellings or serviced apartments. | | | | | | |
| apartment building | means a building that contains apartments and may also contain non-residential uses. | | | | | | |
| 2. | 3.0 Interpretation – Table 3.1 | <p>In Table 3.1, modify the definition of 'dwelling' to by inserting the text shown as underlined:</p> <table border="1"> <tr> <td>dwelling</td> <td>means a building, or part of a building, used as a self-contained residence and which includes food preparation facilities, a bath or shower, laundry facilities, a toilet and sink, and any outbuilding and works normally forming part of a dwelling. <u>A dwelling within an apartment building may have shared on-site laundry facilities.</u></td> </tr> </table> | dwelling | means a building, or part of a building, used as a self-contained residence and which includes food preparation facilities, a bath or shower, laundry facilities, a toilet and sink, and any outbuilding and works normally forming part of a dwelling. <u>A dwelling within an apartment building may have shared on-site laundry facilities.</u> | <p>To clarify that apartments which have shared laundry facilities are classified as a dwelling.</p> <p>Some apartment developments include shared laundry facilities.</p> | | |
| dwelling | means a building, or part of a building, used as a self-contained residence and which includes food preparation facilities, a bath or shower, laundry facilities, a toilet and sink, and any outbuilding and works normally forming part of a dwelling. <u>A dwelling within an apartment building may have shared on-site laundry facilities.</u> | | | | | | |
| 3. | 3.0 Interpretation – Table 3.1 | <p>In Table 3.1, insert a definition for 'serviced apartment' after the definition 'service station' as follows:</p> <table border="1"> <tr> <td>serviced apartment</td> <td>means the use of land to provide Visitor Accommodation in a furnished, self-contained room or suite of rooms which provides amenities for daily use such as kitchen and laundry facilities. A serviced apartment may have shared on-site laundry facilities.</td> </tr> </table> | serviced apartment | means the use of land to provide Visitor Accommodation in a furnished, self-contained room or suite of rooms which provides amenities for daily use such as kitchen and laundry facilities. A serviced apartment may have shared on-site laundry facilities. | <p>This definition is based on the definition in Planning Directive No. 1, which is used in interim planning schemes, with some minor modifications for clarification. The term is used in the definition of apartment which describes the types of development covered by the Apartment Development Code.</p> | | |
| serviced apartment | means the use of land to provide Visitor Accommodation in a furnished, self-contained room or suite of rooms which provides amenities for daily use such as kitchen and laundry facilities. A serviced apartment may have shared on-site laundry facilities. | | | | | | |

| No | Clause | Amendment | Explanation |
|----|---|---|--|
| 4. | 6.0 Assessment of an Application for Use or Development – Table 6.2 | <p>In Table 6.2, modify the description for the Residential Use Class by deleting the text shown as strikethrough and inserting the text shown as underlined:</p> <p>Residential use of land for self-contained or shared accommodation. Examples include a secondary residence, boarding house, communal residence, home-based business, home-based child care, residential care facility, residential college, respite centre, assisted housing, retirement village, and single or multiple dwellings, and an apartment (excluding a serviced apartment).</p> | <p>Similar to the amendment to the definition of 'dwelling' above, the definition clarifies that laundry facilities may be shared facilities.</p> <p>To clarify that an apartment, but not a serviced apartment, is a type of Residential use.</p> |
| 5. | 9.0 Inner Residential Zone – 9.4.3 A1 | <p>In clause 9.4.3, modify A1(b) by deleting the text shown as strikethrough and inserting the text shown as underlined:</p> <p>(b) for multiple dwellings, a total area of private open space of not less than 40m² associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8m above the ground level (excluding a garage, carport or entry foyer) it is an apartment.</p> | <p>The exclusion of dwellings with a finished floor level more than 1.8m above the ground level was aimed at apartments. With the inclusion of a definition for 'apartment' this reference can be replaced</p> |
| 6. | 9.0 Inner Residential Zone – 9.4.3 A2 and P2 | <p>In clause 9.4.3, modify A2 and P2 by inserting text shown as underlined and deleting text shown as strikethrough:</p> <p>A2 A dwelling, excluding an apartment, must have private open space that: (a) is in one location and is not less than 24m²; (i) 24m²; or (ii) 12m², if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); (b) has a minimum horizontal dimension of 4m; (i) 4m; or</p> <p>P2 A dwelling, excluding an apartment, must have private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining, entertaining and children's play and is: (a) conveniently located in relation to a living area of the dwelling; and (b) orientated to take advantage of sunlight.</p> | <p>The exclusion of dwellings with a finished floor level more than 1.8m above the ground level was aimed at apartments. The private open space requirements for apartments in the Inner Residential Zone are contained in the Apartment Development Code.</p> |

| No | Clause | Amendment | Explanation |
|----|---------------------------------------|--|---|
| | | <p>(ii) <u>2m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer);</u></p> <p>(c) is located between the dwelling and the frontage only if the frontage is orientated between 30 degrees west of true north and 30 degrees east of true north; and</p> <p>(d) has a gradient not steeper than 1 in 10.</p> | |
| 7. | 9.0 Inner Residential Zone - 9.4.8 | <p>In clause 9.4.8, modify A1 and P1 by inserting text shown as underlined:</p> <p>A1 <u>A multiple dwelling, excluding an apartment, must have a storage area for waste and recycling bins, that is an area of not less than 1.5m² per dwelling and is within one of the following locations:</u></p> <p>(a) <u>in an area for the exclusive use of each dwelling, excluding the area in front of the dwelling; or</u></p> <p>(b) <u>in a common storage area with an impervious surface that:</u></p> <p>(i) <u>has a setback of not less than 4.5m from a frontage;</u></p> <p>(ii) <u>is not less than 5.5m from any dwelling; and</u></p> <p>(iii) <u>is screened from the frontage and any dwelling by a wall to a height of not less than 1.2m above the finished surface level of the storage area.</u></p> <p>P1 <u>A multiple dwelling, excluding an apartment, must have storage for waste and recycling bins that is:</u></p> <p>(a) <u>capable of storing the number of bins required for the site;</u></p> <p>(b) <u>screened from the frontage and dwellings; and</u></p> <p>(c) <u>if the storage area is a common storage area, separated from dwellings on the site to minimise impacts caused by odours and noise.</u></p> | <p>The waste and recycling bin requirements for apartments are included in the Apartment Development Code</p> |

| No | Clause | Amendment | Explanation | | | | | | | | | | |
|-----------------------------|---|--|-------------|--|-----------------------------|--|-----------------------------|--|-----------|---|-----------|---|---|
| 8. | 13.0 Urban Mixed Use Zone – 13.4.6 | <p>Amendment</p> <p>In clause 13.4.6, delete A2 and P2, and modify A1 and P1 by inserting text shown as underlined and deleting text shown as strikethrough:</p> <table border="1" data-bbox="406 705 805 1444"> <tr> <td data-bbox="406 705 470 750">Objective:</td> <td data-bbox="406 750 805 795">To provide adequate and useable private open space and storage for the needs of residents.</td> </tr> <tr> <td data-bbox="406 795 470 840">Acceptable Solutions</td> <td data-bbox="406 840 805 1086"></td> </tr> <tr> <td data-bbox="406 1086 470 1131">Performance Criteria</td> <td data-bbox="406 1131 805 1444"></td> </tr> <tr> <td data-bbox="470 705 518 750">A1</td> <td data-bbox="470 750 805 1086"> <p>A dwelling, excluding an apartment, must have private open space that is not less than 24m² with a minimum horizontal dimension of not less than 4m;</p> <p>(a) 24m² with a minimum horizontal dimension of not less than 4m; or</p> <p>(b) 8m² with a minimum horizontal dimension not less than 1.5m, if the dwelling is located wholly above ground floor level.</p> </td> </tr> <tr> <td data-bbox="470 1086 518 1131">P1</td> <td data-bbox="470 1131 805 1444"> <p>A dwelling, excluding an apartment, must be provided with sufficient private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining and entertainment.</p> </td> </tr> </table> | Objective: | To provide adequate and useable private open space and storage for the needs of residents. | Acceptable Solutions | | Performance Criteria | | A1 | <p>A dwelling, excluding an apartment, must have private open space that is not less than 24m² with a minimum horizontal dimension of not less than 4m;</p> <p>(a) 24m² with a minimum horizontal dimension of not less than 4m; or</p> <p>(b) 8m² with a minimum horizontal dimension not less than 1.5m, if the dwelling is located wholly above ground floor level.</p> | P1 | <p>A dwelling, excluding an apartment, must be provided with sufficient private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining and entertainment.</p> | <p>The private open space and storage requirements for apartments are included in the Apartment Development Code.</p> |
| Objective: | To provide adequate and useable private open space and storage for the needs of residents. | | | | | | | | | | | | |
| Acceptable Solutions | | | | | | | | | | | | | |
| Performance Criteria | | | | | | | | | | | | | |
| A1 | <p>A dwelling, excluding an apartment, must have private open space that is not less than 24m² with a minimum horizontal dimension of not less than 4m;</p> <p>(a) 24m² with a minimum horizontal dimension of not less than 4m; or</p> <p>(b) 8m² with a minimum horizontal dimension not less than 1.5m, if the dwelling is located wholly above ground floor level.</p> | | | | | | | | | | | | |
| P1 | <p>A dwelling, excluding an apartment, must be provided with sufficient private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining and entertainment.</p> | | | | | | | | | | | | |
| 9. | 14.0 Local Business Zone – 14.4.6 | <p>Amendment</p> <p>In clause 14.4.6, delete A2 and P2, and modify the objective, A1 and P1 by inserting text shown as underlined and deleting text shown as strikethrough:</p> <table border="1" data-bbox="877 705 1276 1444"> <tr> <td data-bbox="877 705 941 750">Objective:</td> <td data-bbox="877 750 1276 795">To provide adequate and useable private open space and storage for the needs of residents.</td> </tr> <tr> <td data-bbox="877 795 941 840">Acceptable Solutions</td> <td data-bbox="877 840 1276 1086"></td> </tr> <tr> <td data-bbox="877 1086 941 1131">Performance Criteria</td> <td data-bbox="877 1131 1276 1444"></td> </tr> <tr> <td data-bbox="941 705 989 750">A1</td> <td data-bbox="941 750 1276 1086"> <p>A dwelling, excluding an apartment, must have private open space that is not less than 24m² with a minimum horizontal dimension of not less than 4m;</p> <p>(a) 24m² with a minimum horizontal dimension of not less than 4m; or</p> <p>(b) 8m² with a minimum horizontal dimension not less than 1.5m, if the dwelling is located wholly above ground floor level.</p> </td> </tr> <tr> <td data-bbox="941 1086 989 1131">P1</td> <td data-bbox="941 1131 1276 1444"> <p>A dwelling, excluding an apartment, must be provided with sufficient private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining and entertainment.</p> </td> </tr> </table> | Objective: | To provide adequate and useable private open space and storage for the needs of residents. | Acceptable Solutions | | Performance Criteria | | A1 | <p>A dwelling, excluding an apartment, must have private open space that is not less than 24m² with a minimum horizontal dimension of not less than 4m;</p> <p>(a) 24m² with a minimum horizontal dimension of not less than 4m; or</p> <p>(b) 8m² with a minimum horizontal dimension not less than 1.5m, if the dwelling is located wholly above ground floor level.</p> | P1 | <p>A dwelling, excluding an apartment, must be provided with sufficient private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining and entertainment.</p> | <p>The private open space and storage requirements for apartments are included in the Apartment Development Code.</p> |
| Objective: | To provide adequate and useable private open space and storage for the needs of residents. | | | | | | | | | | | | |
| Acceptable Solutions | | | | | | | | | | | | | |
| Performance Criteria | | | | | | | | | | | | | |
| A1 | <p>A dwelling, excluding an apartment, must have private open space that is not less than 24m² with a minimum horizontal dimension of not less than 4m;</p> <p>(a) 24m² with a minimum horizontal dimension of not less than 4m; or</p> <p>(b) 8m² with a minimum horizontal dimension not less than 1.5m, if the dwelling is located wholly above ground floor level.</p> | | | | | | | | | | | | |
| P1 | <p>A dwelling, excluding an apartment, must be provided with sufficient private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining and entertainment.</p> | | | | | | | | | | | | |

| No | Clause | Amendment | Explanation | | | | | | | | | | |
|-----------------------------|---|---|-------------|--|-----------------------------|--|-----------|---|-----------------------------|--|-----------|---|---|
| 10. | 15.0 General Business Zone – 15.4.6 | <p>In clause 15.4.6, delete A2 and P2, and modify the objective, A1 and P1 by inserting text shown as underlined and deleting text shown as strikethrough:</p> <table border="1" data-bbox="406 712 810 1473"> <tr> <td data-bbox="406 712 475 1473">Objective:</td> <td data-bbox="406 712 475 1473">To provide adequate and useable private open space and storage for the needs of residents.</td> </tr> <tr> <td data-bbox="475 712 518 1473">Acceptable Solutions</td> <td data-bbox="475 712 518 1473"></td> </tr> <tr> <td data-bbox="518 712 810 1473">A1</td> <td data-bbox="518 712 810 1473"> <p>A dwelling, excluding an apartment, must have private open space that is not less than 24m² with a minimum horizontal dimension of not less than 4m;</p> <p>(a) 24m² with a minimum horizontal dimension of not less than 4m; or</p> <p>(b) 8m² with a minimum horizontal dimension not less than 1.5m, if the dwelling is located wholly above ground floor level.</p> </td> </tr> <tr> <td data-bbox="518 712 561 1473">Performance Criteria</td> <td data-bbox="518 712 561 1473"></td> </tr> <tr> <td data-bbox="561 712 810 1473">P1</td> <td data-bbox="561 712 810 1473"> <p>A dwelling, excluding an apartment, must be provided with sufficient private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining and entertainment.</p> </td> </tr> </table> | Objective: | To provide adequate and useable private open space and storage for the needs of residents. | Acceptable Solutions | | A1 | <p>A dwelling, excluding an apartment, must have private open space that is not less than 24m² with a minimum horizontal dimension of not less than 4m;</p> <p>(a) 24m² with a minimum horizontal dimension of not less than 4m; or</p> <p>(b) 8m² with a minimum horizontal dimension not less than 1.5m, if the dwelling is located wholly above ground floor level.</p> | Performance Criteria | | P1 | <p>A dwelling, excluding an apartment, must be provided with sufficient private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining and entertainment.</p> | <p>The private open space and storage requirements for apartments are included in the Apartment Development Code.</p> |
| Objective: | To provide adequate and useable private open space and storage for the needs of residents. | | | | | | | | | | | | |
| Acceptable Solutions | | | | | | | | | | | | | |
| A1 | <p>A dwelling, excluding an apartment, must have private open space that is not less than 24m² with a minimum horizontal dimension of not less than 4m;</p> <p>(a) 24m² with a minimum horizontal dimension of not less than 4m; or</p> <p>(b) 8m² with a minimum horizontal dimension not less than 1.5m, if the dwelling is located wholly above ground floor level.</p> | | | | | | | | | | | | |
| Performance Criteria | | | | | | | | | | | | | |
| P1 | <p>A dwelling, excluding an apartment, must be provided with sufficient private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining and entertainment.</p> | | | | | | | | | | | | |
| 11. | 16.0 Central Business Zone – 16.4.6 | <p>In clause 16.4.6, delete A2 and P2, and modify the objective, A1 and P1 by inserting text shown as underlined and deleting text shown as strikethrough:</p> <table border="1" data-bbox="879 712 1283 1473"> <tr> <td data-bbox="879 712 948 1473">Objective:</td> <td data-bbox="879 712 948 1473">To provide adequate and useable private open space and storage for the needs of residents.</td> </tr> <tr> <td data-bbox="948 712 991 1473">Acceptable Solutions</td> <td data-bbox="948 712 991 1473"></td> </tr> <tr> <td data-bbox="991 712 1283 1473">A1</td> <td data-bbox="991 712 1283 1473"> <p>A dwelling, excluding an apartment, must have private open space that is not less than 24m² with a minimum horizontal dimension of not less than 4m;</p> <p>(a) 24m² with a minimum horizontal dimension of not less than 4m; or</p> <p>(b) 8m² with a minimum horizontal dimension not less than 1.5m, if the dwelling is located wholly above ground floor level.</p> </td> </tr> <tr> <td data-bbox="991 712 1034 1473">Performance Criteria</td> <td data-bbox="991 712 1034 1473"></td> </tr> <tr> <td data-bbox="1034 712 1283 1473">P1</td> <td data-bbox="1034 712 1283 1473"> <p>A dwelling, excluding an apartment, must be provided with sufficient private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining and entertainment.</p> </td> </tr> </table> | Objective: | To provide adequate and useable private open space and storage for the needs of residents. | Acceptable Solutions | | A1 | <p>A dwelling, excluding an apartment, must have private open space that is not less than 24m² with a minimum horizontal dimension of not less than 4m;</p> <p>(a) 24m² with a minimum horizontal dimension of not less than 4m; or</p> <p>(b) 8m² with a minimum horizontal dimension not less than 1.5m, if the dwelling is located wholly above ground floor level.</p> | Performance Criteria | | P1 | <p>A dwelling, excluding an apartment, must be provided with sufficient private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining and entertainment.</p> | <p>The private open space and storage requirements for apartments are included in the Apartment Development Code.</p> |
| Objective: | To provide adequate and useable private open space and storage for the needs of residents. | | | | | | | | | | | | |
| Acceptable Solutions | | | | | | | | | | | | | |
| A1 | <p>A dwelling, excluding an apartment, must have private open space that is not less than 24m² with a minimum horizontal dimension of not less than 4m;</p> <p>(a) 24m² with a minimum horizontal dimension of not less than 4m; or</p> <p>(b) 8m² with a minimum horizontal dimension not less than 1.5m, if the dwelling is located wholly above ground floor level.</p> | | | | | | | | | | | | |
| Performance Criteria | | | | | | | | | | | | | |
| P1 | <p>A dwelling, excluding an apartment, must be provided with sufficient private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining and entertainment.</p> | | | | | | | | | | | | |

| No | Clause | Amendment | Explanation | | | | | | | | | | | | |
|---|---|--|-------------|----------------------------|--|-----------------------|-----|---------|--|---|------------------------|---|--------------------------------|------------------------|---|
| 12. | C2.0 Parking and Sustainable Transport Code – Table C2.1 | <p>In Table C2.1, insert new rows as the fifth and sixth row of parking requirements for Residential use and insert the text shown as underlined:</p> <table border="1" data-bbox="406 689 790 1473"> <thead> <tr> <th data-bbox="406 1075 470 1473">Use</th> <th colspan="2" data-bbox="406 689 470 1075">Parking Space Requirements</th> </tr> <tr> <th data-bbox="470 1075 630 1473">Residential</th> <th data-bbox="470 689 630 1075">Car</th> <th data-bbox="470 689 630 1075">Bicycle</th> </tr> </thead> <tbody> <tr> <td data-bbox="630 1075 790 1473">If an apartment in the <u>Inner Residential Zone</u></td> <td data-bbox="630 689 790 1075">1 space per bedroom or 2 spaces per 3 bedrooms + 1 visitor space for every 5 apartments (rounded up to the nearest whole number)</td> <td data-bbox="630 689 790 1075">1 space per 5 bedrooms</td> </tr> <tr> <td data-bbox="790 1075 798 1473">If an apartment in the <u>Urban Mixed Use Zone, Local Business Zone, General Business Zone or Central Business Zone</u></td> <td data-bbox="790 689 798 1075">1 space per apartment</td> <td data-bbox="790 689 798 1075">1 space per 5 bedrooms</td> </tr> </tbody> </table> | Use | Parking Space Requirements | | Residential | Car | Bicycle | If an apartment in the <u>Inner Residential Zone</u> | 1 space per bedroom or 2 spaces per 3 bedrooms + 1 visitor space for every 5 apartments (rounded up to the nearest whole number) | 1 space per 5 bedrooms | If an apartment in the <u>Urban Mixed Use Zone, Local Business Zone, General Business Zone or Central Business Zone</u> | 1 space per apartment | 1 space per 5 bedrooms | Revised car parking requirements for apartments |
| Use | Parking Space Requirements | | | | | | | | | | | | | | |
| Residential | Car | Bicycle | | | | | | | | | | | | | |
| If an apartment in the <u>Inner Residential Zone</u> | 1 space per bedroom or 2 spaces per 3 bedrooms + 1 visitor space for every 5 apartments (rounded up to the nearest whole number) | 1 space per 5 bedrooms | | | | | | | | | | | | | |
| If an apartment in the <u>Urban Mixed Use Zone, Local Business Zone, General Business Zone or Central Business Zone</u> | 1 space per apartment | 1 space per 5 bedrooms | | | | | | | | | | | | | |
| 13. | C2.0 Parking and Sustainable Transport Code – Table C2.1 | <p>In Table C2.1, modify the parking requirements for Visitor Accommodation use by inserting the text shown as underlined:</p> <table border="1" data-bbox="861 689 1276 1473"> <thead> <tr> <th data-bbox="861 1075 925 1473">Use</th> <th colspan="2" data-bbox="861 689 925 1075">Parking Space Requirements</th> </tr> <tr> <th data-bbox="925 1075 1085 1473">Visitor Accommodation</th> <th data-bbox="925 689 1085 1075">Car</th> <th data-bbox="925 689 1085 1075">Bicycle</th> </tr> </thead> <tbody> <tr> <td data-bbox="1085 1075 1244 1473">If a serviced apartment in the <u>Inner Residential Zone</u></td> <td data-bbox="1085 689 1244 1075">1 space per bedroom or 2 spaces per 3 bedrooms + 1 visitor space for every 5 serviced apartments (rounded up to the nearest whole number)</td> <td data-bbox="1085 689 1244 1075">1 space per 5 bedrooms</td> </tr> <tr> <td data-bbox="1244 1075 1284 1473">If a serviced apartment in the <u>Urban Mixed Use Zone, Local Business Zone, General Business Zone or Central Business Zone</u></td> <td data-bbox="1244 689 1284 1075">1 space per serviced apartment</td> <td data-bbox="1244 689 1284 1075">1 space per 5 bedrooms</td> </tr> </tbody> </table> | Use | Parking Space Requirements | | Visitor Accommodation | Car | Bicycle | If a serviced apartment in the <u>Inner Residential Zone</u> | 1 space per bedroom or 2 spaces per 3 bedrooms + 1 visitor space for every 5 serviced apartments (rounded up to the nearest whole number) | 1 space per 5 bedrooms | If a serviced apartment in the <u>Urban Mixed Use Zone, Local Business Zone, General Business Zone or Central Business Zone</u> | 1 space per serviced apartment | 1 space per 5 bedrooms | Revised car parking requirements for serviced apartments. |
| Use | Parking Space Requirements | | | | | | | | | | | | | | |
| Visitor Accommodation | Car | Bicycle | | | | | | | | | | | | | |
| If a serviced apartment in the <u>Inner Residential Zone</u> | 1 space per bedroom or 2 spaces per 3 bedrooms + 1 visitor space for every 5 serviced apartments (rounded up to the nearest whole number) | 1 space per 5 bedrooms | | | | | | | | | | | | | |
| If a serviced apartment in the <u>Urban Mixed Use Zone, Local Business Zone, General Business Zone or Central Business Zone</u> | 1 space per serviced apartment | 1 space per 5 bedrooms | | | | | | | | | | | | | |

| No | Clause | Amendment | | | | Explanation |
|-----|---|--|---|----------------|--|---|
| | | Any other Visitor Accommodation use | 1 space per self-contained accommodation unit, allocated tent or caravan space, or 1 space per 4 beds, whichever is the greater | No requirement | | |
| 14. | C17.0 Apartment Development Code | Insert C17.0 Apartment Development Code as per Appendix 1 | | | | Inserts the new Apartment Development Code |
| 15. | Local Provisions Schedules Requirements – LP1.7 | Insert a new clause LP1.7.15 as follows: LP1.7.15 Apartment Development Code (a) The Hobart LPS must contain an overlay map produced by the Department of Justice, showing an apartment development area for the application of the Apartment Development Code, unless modified by the planning authority for part of the municipal area. If modified, the modified map must be shown. (b) Each LPS may contain an overlay map showing any other apartment development areas for the spatial application of the Apartment Development Code. | | | | Provides for specific areas to be identified by overlay for application of the Apartment Development Code. The following areas within Hobart have been nominated for inclusion within this overlay: <ul style="list-style-type: none"> Commercial Zone under the Hobart Interim Planning Scheme 2015; and Activity Area 1.0 Inner City Residential (Wapping), Activity Area 2.0 Sullivans Cove 'Mixed Use', and land subject to the Macquarie Point Site Development Plan under the Sullivans Cove Planning Scheme 1997. |

C17.0 Apartment Development Code**C17.1 Code Purpose**

The purpose of the Apartment Development Code is:

- C17.1.1 To facilitate the development of well-designed apartments in areas located close to commercial, employment, and social services.
- C17.1.2 To provide for apartments that deliver an appropriate level of residential amenity and promote the health and well-being of occupants.
- C17.1.3 To enable opportunities for resource efficiency and minimising energy consumption by encouraging designs that assist with passive heating, cooling, natural ventilation and natural lighting of apartments.
- C17.1.4 To assist in providing a variety of housing choices to meet the needs of the population.

C17.2 Application of this Code

- C17.2.1 This code applies to development for apartments within an apartment development area, or within the following zones:
- (a) Inner Residential Zone;
 - (b) Urban Mixed Use Zone;
 - (c) Local Business Zone;
 - (d) General Business Zone; or
 - (e) Central Business Zone.

C17.3 Definition of Terms

C17.3.1 In this code, unless the contrary intention appears:

| Term | Definition |
|----------------------------|--|
| blank wall | means a wall, or portion of a wall, that does not contain a window or balcony. |
| circulation core | means a vertical space that allows people to move between floors of a building, such as a stair or lift. |
| common open space | means common outdoor open space for relaxation and recreation of residents of an apartment building. |
| deep soil area | means an area of natural ground that can support the growth of a canopy tree. |
| apartment development area | means the area as shown on an overlay map in the relevant Local Provisions Schedule. |
| light well | means a space within a building designed to provide natural light and air to internal areas of the building. |

C17.4 Use or Development Exempt from this Code

C17.4.1 There are no exemptions to this code.

C17.5 Use Standards

C17.5.1 There are no Use Standards in this code.

C17.6 Development Standards for Buildings and Works

C17.6.1 Building separation and setbacks

| Objective: | To provide for the residential amenity and privacy of occupants by: <ul style="list-style-type: none"> (a) providing opportunities for outlooks from apartments that create a visual connection to the external environment; (b) providing opportunities for access to sunlight, daylight and natural ventilation; and (c) minimising direct views into habitable rooms and balconies. |
|--|---|
| Acceptable Solutions | Performance Criteria |
| <p>A1</p> <p>A window or balcony of an apartment, excluding an apartment in the Inner Residential Zone, must have:</p> <ul style="list-style-type: none"> (a) a separation distance from buildings on the same site of not less than specified in Table C17.1; and (b) a setback from a side or rear boundary of not less than specified in Table C17.2. <p>The separation distance in Table C17.1, and the setback in Table C17.2, applies to all storeys in an apartment building of the specified building height.</p> | <p>P1</p> <p>A window or balcony of an apartment, excluding an apartment in the Inner Residential Zone, must be located or designed to provide opportunities for outlooks from apartments, access to sunlight, daylight and natural ventilation, and minimise direct views between other windows and balconies, having regard to:</p> <ul style="list-style-type: none"> (a) the orientation of the site; (b) the position and scale of surrounding buildings; (c) the development potential of adjoining sites; (d) amenity on adjacent sites including outlook from habitable rooms and the position of existing windows and balconies; (e) the position of windows and balconies of existing and proposed development; and (f) amenity of existing buildings on the site. |

Table C17.1: Window and balcony separation distances from buildings on the same site

| Building height | Separation distance | | | | |
|---------------------|--|-------------------------|--|---|--|
| | Between living room windows or balconies | Between bedroom windows | Between a living room window or balcony and a bedroom window | Between a living room window or balcony and a blank wall or non-habitable room window | Between a bedroom window and a blank wall or non-habitable room window |
| up to 2 storeys | 8m | 4m | 6m | 4m | 2m |
| 3 to 4 storeys | 12m | 6m | 9m | 6m | 3m |
| 5 to 6 storeys | 16m | 8m | 12m | 8m | 4m |
| 7 to 8 storeys | 20m | 10m | 15m | 10m | 5m |
| 9 storeys and above | 24m | 12m | 18m | 12m | 6m |

Table C17.2: Window and balcony setbacks from side and rear boundaries

| Building height | Setback | |
|---------------------|---|--|
| | Between a living room window or balcony and a side or rear boundary | Between a bedroom window and a side or rear boundary |
| up to 2 storeys | 4m | 2m |
| 3 to 4 storeys | 6m | 3m |
| 5 to 6 storeys | 8m | 4m |
| 7 to 8 storeys | 10m | 5m |
| 9 storeys and above | 12m | 6m |

C17.6.2 Common open space and landscaping

| | | |
|--|---|--|
| Objective: | To provide opportunities for: (a) recreation and encourage social interaction through the provision of useable and accessible common open spaces; and (b) broader residential amenity benefits for occupants through the provision of quality vegetated spaces. | |
| Acceptable Solutions | Performance Criteria | |
| A1 An apartment building with 20 or more apartments must provide common open space on the site that: (a) is not less than 20% of the site area, excluding any areas designated for common clothes drying facilities; (b) has a minimum horizontal dimension of 5m; | P1.1 An apartment building with 20 or more apartments must provide useable and accessible common open space on the site that provides opportunities for a range of outdoor recreation needs of the occupants including relaxation and entertainment, and includes common garden areas that enhance residential amenity, having regard to: | |

| | |
|---|---|
| <ul style="list-style-type: none"> (c) achieves a minimum of 2 hours direct sunlight between 9 am and 3 pm on 21 June (mid-winter) to at least 50% of the common open space; (d) includes at least 15% of the total area of common open space for plantings; (e) is directly accessible from the main pedestrian entrance to the building or site, and all apartments within the building, by common walkways; (f) is screened from mechanical plant and equipment, service structures and lift motor rooms; and (g) does not include vehicle driveways, manoeuvring or hardstand areas. | <ul style="list-style-type: none"> (a) the area of the space provided relative to the size of the site; (b) the orientation of the site to gain sunlight access; (c) accessibility to sunlight, taking into account the development potential of adjacent sites; (d) the outlook from the space; (e) the total number of apartments on the site; (f) the accessibility of the space; (g) the flexibility of the space and opportunities for various forms of recreation; (h) the availability and location of common facilities within the space; (i) landscaping and the area available for gardens, trees and plantings; (j) the level of noise intrusion from external noise sources; or |
| | <p>P1.2</p> <p>An apartment building with 20 or more apartments, but less than 30 apartments, may be provided with no common open space if:</p> <ul style="list-style-type: none"> (a) they are located in an existing building where common open space cannot be reasonably achieved due to unreasonable impacts on the local historic heritage significance of a local heritage place or local heritage precinct listed in the Local Historic Heritage Code; (b) the development is located adjacent to accessible public open space that achieves a minimum of 2 hours direct sunlight between 9 am and 3 pm on 21 June (mid-winter), that provides opportunities for a range of outdoor recreation needs for the occupants of the apartment building, including relaxation, entertainment, and children's play; or (c) private open space is provided for all apartments on the site in accordance with clause C17.6.8 A1, and these spaces provide an appropriate level of amenity in terms of access to sunlight and outlook, and provide opportunities for a range of outdoor recreation needs including relaxation, entertainment, gardens, outdoor dining. |

| | |
|--|---|
| <p>A2</p> <p>A new apartment building, excluding buildings within a Central Business Zone, must be provided with deep soil areas and trees in accordance with Table C17.3.</p> <p>If an existing tree over 8m in height is retained on the site, the deep soil area requirement in Table C17.3 is reduced by 25%.</p> | <p>P2</p> <p>A new apartment building, excluding buildings within a Central Business Zone, must be provided with spaces for gardens and landscaping which enhance the residential amenity of occupants, having regard to:</p> <ul style="list-style-type: none"> (a) the size of the site; (b) the proposed building type; (c) the health, age and suitability of any existing trees being retained as part of the deep soil area; (d) access to sunlight, having regard to the development potential of adjacent sites; and (e) co-location with other vegetated areas on adjacent sites to create a contiguous areas of vegetation. |
|--|---|

Table C17.3: Deep soil area and minimum tree requirements

| Site area (m ²) | Deep soil area | Minimum tree requirement |
|-----------------------------|---|--|
| 750 – 1000 | 5% of the site area with a minimum dimension of 3m. | 1 tree (capable of reaching 6-8m in height) per 30m ² of deep soil area. |
| >1000 – 1500 | 7.5% of the site area with a minimum dimension of 4m. | 1 tree (capable of reaching 8-12m in height) per 50m ² of deep soil area, or 1 tree (capable of reaching at least 12m in height) per 90m ² of deep soil area. |
| >1500 - 2500 | 10% of the site area with a minimum dimension of 5m. | 1 tree (capable of reaching at least 12m in height) per 90m ² of deep soil area, or 2 trees (capable of reaching 8-12m in height) per 90m ² of deep soil area. |
| >2500 | 15% of the site area with a minimum dimension of 6m. | 1 tree (capable of reaching at least 12m in height) per 90m ² of deep soil area, or 2 trees (capable of reaching 8-12m in height) per 90m ² of deep soil area. |

C17.6.3 Common circulation spaces

| | | |
|---|--|--|
| Objective: | To provide for safe and functional internal layouts for apartment buildings which: (a) provide for ease of access for the occupants; and (b) enable opportunities social interaction and familiarity with other residents. | |
| Acceptable Solutions | | Performance Criteria |
| <p>A1</p> <p>An apartment building must be designed to achieve the following:</p> <ul style="list-style-type: none"> (a) the number of apartments on each floor level, excluding the ground floor, must not be more than 8 per circulation core; (b) for buildings of 10 storeys or more, the number of apartments must be not more than 40 per lift; and (c) common internal corridors on each floor level must have a total length of not more than: <ul style="list-style-type: none"> (i) 25m; or (ii) 35m, if the corridor has a window to an external wall that has a glazed area of not less than 1m². | | <p>P1.1</p> <p>An apartment building must be designed to provide ease of access for occupants between the circulation core and apartments, with common internal corridors that provide for the safety and residential amenity of occupants, having regard to:</p> <ul style="list-style-type: none"> (a) the number of apartments connected to a circulation core per level; (b) the total number of apartments connected to a circulation core; (c) the extent of openings and access to daylight in common internal corridors; (d) the visibility and accessibility of stairs at the ground level; (e) the length of common internal corridors and lighting; and (f) the inclusion of operable windows or openings in stairways, corridors and common areas; and <p>P1.2</p> <p>The number of apartments on each floor level, excluding the ground floor, must not be more than 12 per circulation core and common internal corridors on each floor level must have a total length of not more than 40m.</p> |

C17.6.4 Sunlight

| | | |
|--|--|--|
| Objective: | To: (a) optimise the provision of direct sunlight to living rooms and private open spaces for the thermal comfort of occupants; and (b) enable the passive heating of apartments through the provision of direct sunlight to living rooms. | |
| Acceptable Solutions | | Performance Criteria |
| <p>A1</p> <p>Apartments, excluding apartments in the Central Business Zone of the Hobart Local Provisions</p> | | <p>P1</p> <p>At least 70% of apartments (rounded up to the nearest whole number) within an apartment building</p> |

| | |
|--|---|
| <p>Schedule, must be designed to achieve the following:</p> <ul style="list-style-type: none"> (a) living rooms and private open spaces of at least 70% of apartments (rounded up to the nearest whole number) in an apartment building receive a minimum of 3 hours direct sunlight between 9 am and 3 pm on 21 June (mid-winter); and (b) not more than 15% of apartments (rounded up to the nearest whole number) receive no direct sunlight to living areas and private open spaces between 9 am and 3 pm on 21 June (mid-winter). | <p>must be designed to provide a reasonable level of direct sunlight to living rooms and private open spaces, having regard to:</p> <ul style="list-style-type: none"> (a) whether the number of living rooms, and private open spaces oriented with a northern aspect has been maximised; (b) whether south facing single aspect apartments have been minimised; (c) maximising the number of apartments with multiple aspects; (d) optimising the area of direct sunlight to living rooms through the depth and layout of apartments and window sizes; (e) overshadowing from adjacent developments or existing trees or structures; and (f) the slope of the land. |
|--|---|

C17.6.5 Daylight and natural ventilation

| <p>Objective:</p> | <p>To:</p> <ul style="list-style-type: none"> (a) promote the health and well-being of occupants by providing daylight and natural ventilation to apartments; and (b) provide for the comfort of occupants by facilitating natural ventilation. |
|--|---|
| Acceptable Solutions | Performance Criteria |
| <p>A1</p> <p>At least 60% of apartments (rounded up to the nearest whole number) in the first 9 storeys of an apartment building must have openable windows that are located in at least two external walls of the apartment and have:</p> <ul style="list-style-type: none"> (a) an openable area of not less than 0.5m² for each window; and (b) a distance of: <ul style="list-style-type: none"> (i) not less than 6m, or half the depth of the apartment, whichever is greater, between the openable windows of the apartment; and (ii) not more than 15m between the openable windows of the apartment. | <p>P1</p> <p>At least 60% of apartments (rounded up to the nearest whole number) in the first 9 storeys of an apartment building must be orientated and designed to enable natural cross ventilation through the apartment, having regard to:</p> <ul style="list-style-type: none"> (a) the suitability of the building typology given the size and orientation of the site and the location and scale of neighbouring development; (b) whether the apartments have more than one aspect with appropriately sized openable windows in multiple external walls; (c) whether the breeze path between windows is clear from obstruction when internal doors are open; and (d) the need to avoid rooms without an external openable window, |

| | |
|--|---|
| | <p>and the distance between external openable windows must not be more than 18m.</p> |
| <p>A2</p> <p>Apartments must be designed to achieve the following:</p> <ul style="list-style-type: none"> (a) room depths measured from an external window must be not more than of 2.5 times the ceiling height, unless for an open plan living area which must have a room depth of not more than 8m; (b) ceiling heights must not be less than: <ul style="list-style-type: none"> (i) 2.7m for habitable rooms, or 2.4m for the habitable rooms on the upper floor levels of an apartment that is two or more storeys; (ii) 2.4m for non-habitable rooms; and (iii) 1.8m for attic spaces at the edge of the room with a ceiling slope of not less than 30 degrees; and (c) all habitable rooms must have an external wall with a glazed area of not less than 10% of the floor area of the room of which at least half must be openable; (d) living areas must have at least one external window visible from all points of the room and with a glazed area of not less than 20% of the internal floor area of that room; and (e) if the only external window in a habitable room is located within a recess, that recess must have a: <ul style="list-style-type: none"> (i) width of not less than 1.2m; and (ii) depth of not more than 1.5 times the width, measured from the external surface of the external window. | <p>P2</p> <p>Apartments must be designed to provide residential amenity to the occupants by enabling daylight and natural ventilation to be provided to apartments, having regard to:</p> <ul style="list-style-type: none"> (a) size of windows; (b) ceiling heights; (c) dimensions of the room; (d) layout and function of the room; (e) optimised access to daylight through the position and size of windows and the use of transparent glazing; (f) living rooms receiving daylight to assist with performing tasks and activities, such as cooking and reading, <p>and the maximum room depth for an open plan living area must be not more than 10m.</p> |
| <p>A3</p> <p>Light wells must only be used to provide the primary source of daylight or natural ventilation for a room of an apartment if:</p> <ul style="list-style-type: none"> (a) for a bedroom or non-habitable room; (b) the apartment shares an external wall with an existing building or is built to the boundary; | <p>P3</p> <p>Light wells must be orientated and designed to provide daylight and natural ventilation to apartment rooms that they serve, having regard to:</p> <ul style="list-style-type: none"> (a) the number rooms being served; (b) the size and dimensions of the light wells; |

| | |
|--|---|
| <p>(c) not more than 2 bedrooms per floor level open onto a light well; and</p> <p>(d) the light well has a height that is not more than 5 times the width, calculated using the shortest dimension of the light well.</p> | <p>(c) the function of the rooms; and</p> <p>(d) the size of the windows and light well openings, and must not provide a primary source of daylight or natural ventilation for a living room.</p> |
|--|---|

C17.6.6 Apartment size, layout and storage

| | |
|---|--|
| Objective: | To optimise the size and layout of apartments to provide useable and functional spaces for the occupants. |
| Acceptable Solutions | Performance Criteria |
| <p>A1</p> <p>Apartments must be designed to achieve the following:</p> <p>(a) the apartment internal area and internal storage volume must be not less than specified in Table C17.4;</p> <p>(b) at least 50% of the internal storage volume specified in Table C17.4 must be located within the apartment, such as cupboards and wardrobes;</p> <p>(c) living rooms or open plan living/dining rooms must have a width of not less than:</p> <p style="margin-left: 20px;">(i) 3.6m for a studio or one bedroom apartment; and</p> <p style="margin-left: 20px;">(ii) 4m for a 2 or more bedroom apartment.</p> | <p>P1</p> <p>Apartments must be designed to provide useable and functional spaces for the occupants with space for the storage of household items, having regard to:</p> <p>(a) potential for the apartment to accommodate furniture and the normal activities of the occupants;</p> <p>(b) adequate circulation between spaces within the apartment;</p> <p>(c) adequate storage space for necessary household items within the apartment such as a vacuum cleaner, linen, clothes, toiletries, cleaning products, and food; and</p> <p>(d) adequate storage space for other bulky household items in areas outside the apartment.</p> |

Table C17.4: Minimum apartment internal area and storage requirements:

| Apartment type | Apartment internal area | Internal storage volume |
|----------------|-------------------------|-------------------------|
| Studio | 37m ² | 4m ³ |
| 1 bedroom | 50m ² | 6m ³ |
| 2 bedroom | 65m ² | 8m ³ |
| 3+ bedroom | 90m ² | 10m ³ |

C17.6.7 Universal design

| | | |
|---|---|--|
| Objective: | To provide apartments that enable access and inclusion for a range of users and levels of mobility and to enable apartments to be easily adapted over time. | |
| Acceptable Solutions | Performance Criteria | |
| <p>A1</p> <p>A new apartment buildings with 5 or more apartments must have a minimum of 30% of the apartments (rounded up to the nearest whole number) designed to achieve the following:</p> <ul style="list-style-type: none"> (a) a continuous step-free path of travel with a clear width of not less than 1.1m from the street entrance and any on-site car parking spaces to the apartment entrance; (b) a path of travel with a clear width of not less than 1m between spaces and rooms within the apartment; (c) corridors within the apartment with clear widths of not less than 1m; (d) doors within the apartment with clear openings of not less than 920mm; (e) a toilet with minimum clearance dimensions of 0.9m wide by 1.2m deep measured from the front edge of the toilet pan (exclusive of the door swing); (f) a bedroom with a minimum area of 10m², excluding wardrobes, and a path of travel with a clear width of not less than 1m on the side of the bed (assume a queen size bed) that is closest to the door; (g) a kitchen with a minimum clearance of 1.2m in front of fixed benches and cupboards; (h) a laundry with a separate laundry sink and minimum clearance of 1.2m in front of fixed benches and cupboards; and (i) a step-free (hobless) shower with minimum dimensions of 0.9m x 1.2m. | <p>P1</p> <p>No Performance Criterion.</p> | |

C17.6.8 Private open space

| | | |
|--|---|--|
| Objective: | That apartments are provided with adequate and useable private open space for the needs of the occupants. | |
| Acceptable Solutions | Performance Criteria | |
| <p>A1</p> <p>An apartment must have private open space that:</p> <ul style="list-style-type: none"> (a) is co-located with living areas; (b) is in one location and has an area not less than: <ul style="list-style-type: none"> (i) 4m² for studio apartments; (ii) 8m² for 1 bedroom apartments; (iii) 10m² for 2 bedroom apartments; (iv) 12m² for 3 or more bedroom apartments; (v) 15m², if the private open space is located at podium level; or (vi) 24m², if the private open space is located at ground level; (c) has a minimum dimension of not less than: <ul style="list-style-type: none"> (i) 1.8m for a studio or 1 bedroom apartment; (ii) 2m for a 2 bedroom apartment; (iii) 2.4m for a 3 or more bedroom apartment; or (iv) 3m, if located at ground level or podium level; and (d) is screened from mechanical plant and equipment, service structures and lift motor rooms, unless the outdoor component of an air conditioning unit servicing that apartment. | <p>P1</p> <p>Apartments must be provided with private open space that is capable of serving as an extension of the apartment for outdoor relaxation, dining and entertaining and is conveniently located in relation to the living room of the apartment, having regard to:</p> <ul style="list-style-type: none"> (a) access to sunlight; (b) the shape of the site and adjoining land uses; (c) the size and minimum dimensions of the space; (d) the number bedrooms in the apartment and the number of people the space could comfortably accommodate; (e) the amount of space available for furniture or plantings; (f) the potential for significant noise intrusion; (g) proximity and overlooking to the private open space of existing adjacent residential and serviced apartment developments; (h) screening where necessary for privacy that does not unreasonably restrict access to daylight; (i) screening where necessary for noise and wind protection that does not unreasonably restrict access to daylight; and (j) screening from public view for clothes drying areas. | |

C17.6.9 Acoustic privacy

| | | |
|--|---|--|
| Objective: | That apartments are designed to be protected from noise impacts associated with traffic movements and non-residential uses to minimise conflicts with other uses that are consistent with the zone purpose. | |
| Acceptable Solutions | Performance Criteria | |
| A1 Apartments, excluding apartments in the Inner Residential Zone, must be designed to achieve internal noise levels in accordance with <i>Australian Standard AS 3671:1989 – Road Traffic Noise Intrusion (Building Siting and Construction)</i> and <i>Australian Standard AS 2107:2000 – Acoustics (Recommended Design Sound Levels and Reverberation Times for Building Interiors)</i> . | P1 Apartments, excluding apartments in the Inner Residential Zone, must be designed to minimise noise impacts from transport movements and likely noise from non-residential uses. | |

C17.6.10 Waste storage and collection

| | | |
|--|---|--|
| Objective: | That the storage and collection of waste and recycling does not unreasonably impact on amenity and safety for occupants and the surrounding area and for vehicle traffic, cyclists, and pedestrians. | |
| Acceptable Solutions | Performance Criteria | |
| A1 Bulk waste and recycling bins that are commercially serviced must be provided for apartment buildings that contain: (a) 5 or more apartments; (b) if within a building containing other uses, 4 or more apartments; or (c) if fronting a pedestrian priority street as defined in the Parking and Sustainable Transport Code, 3 or more apartments, unless waste and recycling bins are provided for individual apartments and the bins are commercially collected on-site. | P1 Waste and recycling bins for individual apartments may only be provided if: (a) there are not more than 4 apartments or tenancies have kerbside collection per site and kerbside collection would not unreasonably compromise the amenity of the surrounding area, or the flow and safety of vehicles, cyclists and pedestrians; (b) the frontage has a width of at least 5m for each apartment and any other tenancy on the site with individual bins, and kerbside collection would not unreasonably compromise the amenity of the surrounding area, or the flow and safety of vehicles, cyclists and pedestrians; or (c) the apartments are within an existing building and areas for bulk waste bin storage and collection cannot reasonably be provided due to site constraints, or unreasonable impacts on the local historic heritage significance of a building listed as a local heritage place, or within a local heritage precinct, in the Local Historic Heritage Code. | |

| | |
|---|---|
| <p>A2</p> <p>Apartments must have an on-site storage area with an impervious surface for waste and recycling bins and:</p> <p>(a) if for individual bins for each apartment, must be:</p> <ul style="list-style-type: none"> (i) within an area for the exclusive use of each apartment, or within a common storage area, excluding the area between the building and a frontage; (ii) set back not less than 4.5m from a frontage; (iii) not less than 5.5m from any apartment or other dwelling; and (iv) screened from the frontage and any apartment or other dwelling by a wall to a height not less than 1.2m above the finished surface level or the storage area; or <p>(b) if for bulk waste bins, must:</p> <ul style="list-style-type: none"> (i) be located on common property; (ii) include dedicated areas for the storage and management of waste and recycling; (iii) be not less than 5.5m from any apartment or other dwelling; (iv) be screened from the frontage and any apartment or other dwelling by a wall to a height not less than 1.8m above the finished surface level or the storage area; (v) be accessible to each apartment without the need to travel off-site; and (vi) if within a building containing other uses, have separate storage spaces for commercial and residential bins with separate access to each. | <p>P2</p> <p>Apartments must have storage for waste and recycling that is:</p> <ul style="list-style-type: none"> (a) capable of storing the number of bins required for the site; (b) of sufficient size to enable convenient and safe access for occupants; (c) in a location on-site that is conveniently and safely accessible to occupants, without compromising the amenity and flow of public spaces; (d) screened from view from public spaces, apartments and other dwellings; and (e) if the storage area is for common use, separate from apartments and other dwellings on the site to minimise impacts caused by odours and noise. |
| <p>A3</p> <p>Bulk waste and recycling bins must be collected on-site by private commercial vehicles.</p> | <p>P3</p> <p>No Performance Criterion.</p> |

| | |
|--|---|
| <p>A4</p> <p>Access for private commercial vehicles to the on-site waste and recycling bin collection areas (including for bulk bins or bins for individual apartments) must:</p> <ul style="list-style-type: none"> (a) have a location, sight distance, geometry, gradient, and off-street parking, manoeuvring and service area that complies with <i>Australian Standard AS 2890.2:2002 – Parking facilities, Part 2 Off-street commercial vehicle facilities</i>; and (b) provide for the vehicle to be located entirely within the site when collecting bins. | <p>P4</p> <p>The on-site collection of waste and recycling bins by private commercial vehicles must not compromise the safety, amenity and convenience of surrounding occupants, vehicular traffic, cyclists and pedestrians, having regard to:</p> <ul style="list-style-type: none"> (a) the number of bins; (b) the method of collection; (c) the time and frequency of collection; (d) access for vehicles to bin storage areas, including consideration of gradient, sight distances, manoeuvring of the collection vehicle and the direction of vehicle movement and pedestrian access; (e) distance from vehicle stopping point to bins if not collected on-site; (f) the traffic volume, geometry and gradient of the street; and (g) the volume of pedestrians using the street and whether it is a pedestrian priority street as defined in the Parking and Sustainable Transport Code. |
|--|---|

C17.8 Development Standards for Subdivision

C17.5.1 There are no Development Standards for subdivision in this code.

ATTACHMENT 2

Draft Amendment 01-2019 of the State Planning Provisions
Apartment Development Code
Explanatory Document

1.0 Background

The Medium Density Residential Development Standard project was announced by the Premier of Tasmania in March 2019. The project aims to deliver new planning standards for medium density residential development in the form of apartments in areas where such development is already provided for and for areas identified (as per the apartment development area overlay). The new development standards will be implemented as a draft amendment to the State Planning Provisions (SPPs).

The development standards are being prepared in conjunction with the Central Hobart Precincts Plan as part of the Hobart City Deal under the *Greater Hobart Act 2019*. The development standards are being prepared by the Department of Justice's Planning Policy Unit in collaboration with staff from Hobart City Council.

The development standards have the following key purposes:

1. To provide a clear permitted pathway for apartment developments in areas where they are already allowed (along with new areas that may be identified in the future);
2. To provide clarity and certainty for the assessment of apartment developments in Tasmania; and
3. To encourage well-designed apartment developments that deliver appropriate levels of residential amenity and promote the health and well-being of occupants through quality internal designs.

Apartment design guidelines will also accompany the final development standards to further assist with good quality designs.

Tasmania, particularly Greater Hobart, is experiencing a high demand for housing with prices and competition for properties significantly increasing. There is high demand for rental properties, including student accommodation, in locations close to services and facilities.

Tasmania also has an aging population. It already has the oldest population of all Australian states and territories, with projections suggesting that Tasmania's population will continue to age faster than other parts of Australia. Tasmania and Hobart in particular is also experiencing higher than normal levels of interstate and international migration and anecdotally many of these new arrivals are looking for alternatives to the suburban single dwelling.

With the current housing demands, there is a need to ensure the planning controls in the SPPs can facilitate a diverse range of housing opportunities to suit the population's needs, ranging from single detached, or semi-detached, houses, through to various types of multiple dwellings like villa units, townhouses and apartments, and various forms of social housing.

The development standards in the General Residential Zone and Inner Residential Zone, which are derived from *Planning Directive No. 4.1 – Standards for Residential Development in the General Residential Zone*, already provide for single dwellings, villa units and townhouses.

While many zones already allow for apartments, including the urban Mixed Use Zone and the three business zones (Local Business Zone, General Business Zone and Central Business Zone), there are very few requirements to facilitate good quality apartment designs. As a result many proposals are subject to additional information requests and conditions that are required to provide for good design outcomes. This draft amendment aims to deliver these requirements.

The standards do not set the use status, density, building height, generic setbacks, or subdivision controls. These will continue to be set in the zones and by relevant codes. The intention is that the standards will allow certain areas to set heights in the comfort of knowing that the issues of design quality that are required for taller buildings will be provided by these new standards. Other matters currently managed through codes, such as local heritage places and precincts, will continue to apply.

Apartment developments provide significant opportunities for inner city living close to employment and services. They provide housing choice for a range of incomes, opportunities for downsizers seeking a smaller dwelling with less maintenance costs, and important housing alternatives for those seeking this lifestyle option.

2.0 Stakeholder engagement

The draft amendment has been prepared in conjunction with staff from Hobart City Council and in consultation with an External Reference Group, consisting of council planning staff from Clarence City Council, Glenorchy City Council and Launceston City Council and the Architecture and Design unit of the University of Tasmania.

Testing of some of the key development standards has also been undertaken with members of the Australian Institute of Architects (Tasmanian Chapter) against recent apartment developments approved within the inner areas of Hobart.

3.0 Overview of the draft amendment

The draft amendment consists of two parts being the draft Apartment Development Code and the consequential amendments to the SPPs to allow the Code to operate in conjunction with the underlying zones and other related codes.

The draft amendment is presented in chronological order.

The following provides an overview of the various amendments included in draft amendment.

3.1 Consequential amendments to the State Planning Provisions

The draft amendment identifies the various consequential amendments proposed to the SPPs to deliver the Apartment Development Code. This includes the inclusion of new definitions and the modification of existing definitions and alterations to the underlying zone provisions to link with the new Code. A short explanation is provided for all consequential amendments in the draft amendment.

Amendments are proposed to the car parking and bicycle parking space requirements in the Parking and Sustainable Transport Code to deliver requirements to a better suited to apartment developments.

3.2 Apartment Development Code

C17.1 Code Purpose

This clause outlines the purpose of the Code.

C17.2 Application of this Code

The Code applies to development for apartments within the Inner Residential Zone, Urban Mixed Use Zone, Local Business Zone, General Business Zone, and Central Business Zone. These are the five SPP zones where apartments developments will mostly occur.

Apartments may occur in other zones, such as the General Residential Zone and Village Zone, however, the density and site coverage requirements in these zones will largely deliver single dwellings, villa units and townhouses.

The definition of 'apartment' proposed in Table 3.1 of the SPPs also includes 'serviced apartments' which are a form of Visitor Accommodation use. This acknowledges that the use of an apartment can easily switch between a residential tenancy and short stay accommodation. Consequently, the design requirements should be the same for both.

The Code also allows for application to land identified within an 'apartment development area' overlay. Four areas have been identified to date for inclusion within the 'apartment development area' overlay and will be mapped as part of the finalised draft amendment:

- Commercial Zone under the Hobart Interim Planning Scheme 2015; and
- Activity Area 1.0 Inner City Residential (Wapping), Activity Area 2.0 Sullivans Cove 'Mixed Use', and land subject to the Macquarie Point Site Development Plan under the Sullivans Cove Planning Scheme 1997.

These four areas are located within central Hobart and the current planning requirements provide for apartment development. These areas are not included within any of the five default zones in the draft Hobart Local Provisions Schedule (LPS). The three areas currently under the Sullivans Cove Planning Scheme will likely be included within particular purpose zones. The area within the Commercial Zone will likely remain in this zone under the Hobart LPS, with specific provisions allowing for residential use and development as per the Commercial Zone in the current Hobart Interim Planning Scheme¹.

Other local councils will be able to nominate any other areas to apply the code by the mapped overlay, such as particular purpose zones, as amendments to their future LPSs.

The Code will apply in conjunction with the underlying zone provisions, which sets the use status and use requirements, residential density, and generic building height and setback requirements. All other relevant codes will apply as normal and any application provisions approved as part of a LPS will also apply as normal.

¹ Note the Commercial Zone in the SPPs prohibits residential use and development.

C17.3 Definition of Terms

The draft Apartment Development Code includes an additional five defined terms which will apply in conjunction with the defined terms in Table 3.1 of the SPPs. These include the following:

| Term | Definition | Explanation |
|----------------------------|--|---|
| circulation core | means a vertical space that allows people to move between floors of a building, such as a stair or lift. | This term is used in clause C17.6.3 and is a common architectural term to describe stairs or lifts that provide access between floors of a building. |
| blank wall | means a wall, or portion of a wall, that does not contain a window or balcony. | This term is used in Table C17.1 (as part of clause C17.6.1) to describe the separation distances from walls, or portions of walls, that do not contain a window or balcony. |
| common open space | means common outdoor open space for relaxation and recreation of residents of an apartment building. | This term is used in clause C17.6.2 to describe the common outdoor spaces that provide common recreation spaces for an apartment building. |
| deep soil area | means an area of natural ground that can support the growth of a canopy tree. | This term is used in clause C17.6.2 to describe the area of deep soil capable of supporting a tree. These areas provide amenity benefits for the occupants and the streetscape. |
| apartment development area | means the area as shown on an overlay map in the relevant Local Provisions Schedule. | This term describes the mapped overlay for applying the Apartment Development Code to additional areas beyond the five default zones. |
| light well | means a space within a building designed to provide natural light and air to internal areas of the building. | This term is used in clause C17.6.5 and describes the spaces within a building designed to provide daylight and natural ventilation to internal rooms within an apartment building. |

An additional three terms have been added to Table 3.1 to define the terms 'apartment', 'apartment building' and 'serviced apartment'. These terms are largely used in the draft Apartment Development Code, but are also used elsewhere in the SPPs, which requires the definitions to be located in Table 3.1.

C17.4 Use or Development Exempt from this Code

There are no exemptions from the Code. All development for apartments within the identified zones and mapped overlay area will be subject to the applicable development standards in the Code.

C17.5 Use Standards

There are no Use Standards proposed for the Code. Use requirements for apartments will be assessed through the underlying zone provisions, relevant codes and LPS provisions.

C17.6 Development Standards for Buildings and Works**C17.6.1 Building separation and setbacks**

This development standard applies separation distances between buildings on the same site in addition to requiring setbacks from lot boundaries for apartment windows and balconies. It aims to establish equitable development for apartments across neighbouring sites. The standard does not apply to the Inner Residential Zone as the zone provisions already include appropriate separation distances and setbacks for windows and balconies.

The separation distances and setbacks aim to protect the privacy of occupants and deliver amenity benefits by enabling opportunities for outlooks from apartments and access to sunlight, daylight and natural ventilation. There are specific development standards in the Code that deal with access to sunlight, daylight and natural ventilation for apartments.

Table C17.1 identifies the Permitted separation distances between apartments and any other buildings on the same site based on the building height. It applies separation distances for living room and bedroom windows and balconies of apartments. The separation distances apply to apartments on all floors levels of a building for the specified height.

The separation distances increase with building height and vary dependant on the interface with other living room or bedroom windows and non-habitable room windows and blank walls. Specifically, it provides separation distances between:

- living room windows or balconies within the same building or other buildings on the same site (column 2);
- bedroom windows within the same building or another building on the same site (column 3);
- a living room window or balcony and a bedroom window within the same building or another building on the same site (column 3);
- a living room window or balcony and a blank wall or non-habitable room window within the same building or another building on the same site (column 4); and
- a bedroom window and a blank wall or non-habitable room window within the same building or another building on the same site (column 5).

Table C17.2 identifies the Permitted side and rear boundary setbacks for apartment windows (both living room windows and bedroom windows) and balconies.

The separation distances and setbacks are based on the recommended separation distances in the NSW Apartment Design Guide² and the building setback and separation distances for apartments in the Moreland Planning Scheme³. Adjustments have been made to distances and building height categories to better reflect the Tasmania context.

² Refer to page 37 in the NSW Apartment Design Guide: <https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/apartment-design-guide-2015-07.pdf?la=en>

³ Refer to clause 22.07-2 Building setback and separation in the Moreland Planning Scheme (https://planning-schemes.delwp.vic.gov.au/_data/assets/pdf_file/0006/463974/Moreland_PS_Ordinance.pdf). Moreland City Council is a municipality in the inner north of Melbourne and includes the suburbs of Brunswick, Coburg and Glenroy.

This development standard also operates in conjunction with any generic side and rear setbacks in the underlying zones.

C17.6.2 Common open space and landscaping

This standard includes requirements for common open space (A1) and landscaping requirements (A2) for apartment developments.

Common open space

The common open space requirements in A1, P1.1 and P1.2 apply to apartment buildings containing 20 or more apartments. Common open space provides important outdoor recreation opportunities for occupants of larger apartment developments, in addition to private open space for individual apartments. It also provides opportunities for social interaction between occupants of the building. Common open space may be located at ground level, or for smaller, denser sites, located at a podium level of the building, or as rooftop space. Quality common open space can contribute to the appeal of a development, the well-being of residents and provide valuable infrastructure assets for our cities.

A1 requires common open space to comprise 20% of the site area with a minimum dimension of 5m and excludes any areas designated for common clothes drying areas, vehicle driveways, manoeuvring and hardstand areas. To meet A1, the space must receive at least 2 hours of direct sunlight to 50% of the space on the winter solstice, include 15% of the total area as garden space, and be accessible to all occupants of the building via common areas of the site. The space must be screened from any mechanical plant and services.

The requirements in A1 are largely based on the design criteria and guidance in the NSW Apartment Design Guide⁴.

Variations to these requirements may be considered under the Performance Criteria P1.1 and P1.2. P1.2 provides for no common open space to be provided for buildings with less than 30 apartments if:

- converting an existing building to apartments with significant heritage constraints;
- the building is adjacent to suitable public open space; or
- all apartments are provided with quality private open space that meets the requirements of clause C17.6.8 A1 in the code.

Deep soil areas

A2 and P2 relates to deep soil areas and aim to provide areas for the growth of canopy trees or other landscaping treatments. Buildings with 30 or more apartments must be provided with common open space.

Canopy trees can provide important environmental benefits through the provision of shade and broader amenity benefits to occupants. The deep soil requirements only apply to new buildings and do not apply to development in the Central Business Zone.

A2 requires deep soil areas to be provided in accordance with Table C17.3. The minimum area and size and number of canopy trees relating to the site area. These requirements are based on the deep

⁴ Refer to page 55 in the NSW Apartment Design Guide: <https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/apartment-design-guide-2015-07.pdf?la=en>

soils area and canopy tree requirements in the Victorian Planning Provisions⁵. A2 provides for a 25% reduction in total area if an existing canopy tree is retained on-site. This provides incentives for the retention of existing canopy trees.

P2 provides for alternative landscape treatments to be considered as a means of enhancing residential amenity.

C17.6.3 Common circulation spaces

This standards aims to provide safe and functional internal circulation spaces for apartment buildings. The internal circulation spaces of an apartment building have a direct relationship with the building form and layout. It aims to deliver ease of access to apartments and enable opportunities for casual social interaction amongst occupants and familiarity with other residents on the floor level.

A1 limits the number of apartments on each floor level that access a lift or stair (a circulation core), the number of apartments per lift for buildings of 10 storeys or more, and controls common internal corridor lengths and widths. The maximum common internal corridor lengths relate to the entire length of the corridor regardless of any articulations. These requirements are largely based on the recommended design criteria and guidance in the NSW Apartment Design Guide⁶.

P1 allows for variations to be considered to these requirements if providing safe and easy access to the occupants. The number of apartments on each floor must not exceed 12 per circulation core and common internal corridor lengths must not exceed a total length of 40m.

C17.6.4 Sunlight

This standard aims to optimise the provision of direct sunlight to apartments, specifically the living rooms and private open space. Access to direct sunlight can improve residential amenity by providing pleasant thermal conditions for the occupants and can assist with passive heating of apartments.

A1 applies to apartments, other than those in the Central Business Zone of Hobart, and requires at least 70% of apartments within the building receive not less than 3 hours of direct sunlight to living rooms and private open space on the winter solstice. It also requires that not more than 15% of apartments receive no direct sunlight on the winter solstice.

These requirements are based on the recommended design criteria in the NSW Apartment Design Guide⁷. These requirements acknowledge that not all apartments within a building will be able to achieve the sunlight requirements due to site constraints caused by orientation, topography and adjoining development. There is potential for adjoining development in the business zones to overshadow apartments and the building setbacks in clause C17.6.1 aim to assist with 'self-protecting' apartments from future overshadowing.

⁵ Refer to clause 55.07-4 Deep soil areas and canopy tree objective in the Victorian Planning Provisions: https://planning-schemes.delwp.vic.gov.au/schemes/vpps/55_07.pdf

⁶ Refer to page 97 in the NSW Apartment Design Guide: <https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/apartment-design-guide-2015-07.pdf?la=en>

⁷ Refer to page 79 in the NSW Apartment Design Guide: <https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/apartment-design-guide-2015-07.pdf?la=en>

The exclusion of Hobart's Central Business Zone acknowledges the greater building heights provided for in this zone. Sunlight access in this area will be further considered by Hobart City Council as part of the Central Hobart Precincts Plan.

P1 allows for variations to be considered to these requirements if at least 70% of apartments receive reasonable levels of sunlight to living rooms and private open space.

C17.6.5 Daylight and natural ventilation

This standard includes requirements relating to natural cross ventilation of apartments and access to daylight and natural ventilation of habitable rooms. It also includes requirements controlling the design of light wells within apartment buildings. It aims to promote the health and well-being of occupants through access to natural light and air within apartments.

Natural ventilation simply refers to the ability for a room to access fresh air without mechanical assistance (e.g. fans or air conditioning). Natural ventilation of an apartment has the benefit of creating comfortable living spaces. Access to adequate daylight assists with providing pleasant living conditions for the occupants and can reduce the reliance on artificial lighting within the apartment.

Natural cross ventilation

A1 and P1 relate to natural cross ventilation of an apartment. Natural cross ventilation is achieved by having apartments with more than one aspect allowing for fresh air to be drawn through the apartment. Apartment layout and depth impact on the effectiveness of natural cross ventilation.

The standard requires at least 60% of apartments in the first 9 storeys of a building to achieve effective natural cross ventilation. Apartments at 10 storeys and above are likely to have difficulties in achieving natural cross ventilation due to higher wind speeds and the need to different façade treatments on the building.

A1 requires at least 60% of apartments in the first 9 storeys of a building to have openable windows located on two external walls. This acknowledges that smaller, single aspect apartments (such as studios and some 1 bedroom apartments) may not be able to achieve cross ventilation. The windows must be spaced at least 6m apart, or half the depth of apartment, whichever is greater, to create a suitable breeze path for natural cross ventilation. The distance between the openable windows cannot exceed 15m.

P1 allows for variations to these requirements to be considered if at least 60% of apartments in the first 9 storeys of a building are orientated and design to enable natural cross ventilation through the apartment. The distance between two openable windows must not exceed 18m.

The natural cross ventilation requirements are based on the recommended design criteria and guidelines on the NSW Apartment Design Guide⁸.

Daylight and natural ventilation

A2 and P2 relate to daylight and natural ventilation for apartments. A2 includes requirements for room depths, ceiling heights and minimum window areas and requirements to assist with providing

⁸ Refer to page 85 in the NSW Apartment Design Guide: <https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/apartment-design-guide-2015-07.pdf?la=en>

appropriate daylight and natural ventilation to rooms. P2 allows for variations to these requirements to be considered provided the apartments have appropriate access to daylight and natural ventilation. The maximum depth for an open plan living area must not exceed 10m.

The room depth and ceiling height requirements are based on the recommended design criteria in the NSW Apartment Design Guide⁹.

Light wells

A3 and P3 relate to light wells and aim to ensure they are designed deliver appropriate daylight and natural ventilation to the rooms being served. Light wells provide a means of delivering daylight and air to internal rooms within a building and may assist with achieving a higher apartment yield. However, light wells should be used with caution and only when suitable access to an external wall cannot be provided and where appropriate air circulation is enabled. It is not appropriate for light wells to provide the primary source of daylight or natural ventilation for a living room.

A3 and P3 allows for light wells to be used to provide the primary source of daylight and natural ventilation for bedrooms and non-habitable rooms only. A3 further limits the number of bedrooms accessing a light well per floor level and specifies minimum height to width proportions to assist with ventilation and daylight penetration. The requirements in A3 are based on light well dimensions in the Moreland Planning Scheme¹⁰, but have been presented as a height to width ratio. P3 allows for variations to these requirements to be considered.

C17.6.6 Apartment size, layout and storage

This standard controls the size and layout of apartments and provides for internal storage areas for household items. The size and layout of an apartment directly impacts its amenity and functionality. Providing adequate internal storage space also adds to the functionality of an apartment.

A1, through Table C17.4, specifies the minimum internal areas for apartments and the minimum internal storage volumes for household items. At least 50% of the internal storage volume needs to be provided within the apartment, in the form of cupboards or wardrobes and the remainder can be provided in other designated storage spaces within the apartment building. The areas and volumes relate to the number of bedrooms in the apartment. These requirements are based on the design criteria in the NSW Apartment Design Guide¹¹.

A1 also specifies the minimum width for living rooms and open plan living/dining rooms with the dimension also linked to the number of bedrooms in the apartment. These requirements are based on the design criteria in the NSW Apartment Design Guide¹².

P1 allows for variations to these requirements to be considered provided the apartment has usable and function spaces for the occupants and appropriate storage areas.

⁹ Refer to pages 87 and 89 in the NSW Apartment Design Guide: <https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/apartment-design-guide-2015-07.pdf?la=en>

¹⁰ Refer to clause 22.07-3 Light wells in the Moreland Planning Scheme: https://planning-schemes.delwp.vic.gov.au/_data/assets/pdf_file/0006/463974/Moreland_PS_Ordinance.pdf

¹¹ Refer to page 89 in the NSW Apartment Design Guide: <https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/apartment-design-guide-2015-07.pdf?la=en>

¹² Refer to page 91 in the NSW Apartment Design Guide: <https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/apartment-design-guide-2015-07.pdf?la=en>

C17.6.7 Universal design

This standard aims to require a certain proportion of apartments are designed to enable access and inclusion for a range of users and mobility levels and enable apartments to be adapted over time to meet the needs of the occupants.

Universal design broadly refers to the design of products, environments, programs and services to be usable by people of different ages and abilities over time. Seven principles for universal design were developed in 1997 by a working group of architects, product designers and environmental design researchers lead by the Centre for Universal Design at the North Carolina State University¹³. The aim is to guide the design of environments, products and communications.

In the context of apartments, universal design represents a design philosophy that enables people to continue living in the same home by ensuring apartments can be adapted with the needs of the occupants. This ranges from young families to older people, their visitors, as well as those with permanent or temporary disabilities.

The requirements in A1 are mandatory with no variation possible through the corresponding Performance Criteria. A1 requires 30% of apartments in apartment buildings consisting of 5 or more apartments to be designed to meet minimum entry, access and clearances in rooms throughout the apartment. The extra widths and clearances are considered to be a minimal impost on the design when compared to the benefits gained from providing accessible spaces for a range of users over the lifetime of the apartment.

The requirements are based on the NSW Apartment Design Guide and the Livable Housing Design Guidelines¹⁴ developed by Livable Housing Australia. Most jurisdictions include planning requirements relating to universal design or adaptable housing. This acknowledges that statistics show that 1 in 5 Australians currently have a disability of some type and that there is around a 60% chance that a house will be occupied by a person with a disability at some point in their life¹⁵. NSW and the ACT require 20% of apartments to meet such requirements, while in Melbourne requires up to 50%. The requirement for 30% of apartments to meet the requirements was set between these requirements.

C17.6.8 Private open space

This standard specifies the private open space requirements for apartments. Private open space offers important amenity benefits for the occupants by providing an outdoor extension of the apartment space for relaxation, entertainment and outdoor dining. Larger private open space areas can also provide opportunities for outdoor children's play.

A1 specifies the minimum area and dimensions for private open space based on the number of bedrooms in the apartment and its location. Larger private open space areas are required if provided as courtyards at ground level or on a podium level. Private open space must be co-located with the living areas of the apartment and be screened from mechanical plant and services.

¹³ More information on the 7 Principles of Universal Design is available on the Local Government NSW website: <https://www.lgnsw.org.au/files/mce-uploads/127/information-sheet-the-principles-of-universal-design.pdf>

¹⁴ http://www.livablehousingaustralia.org.au/library/SLLHA_GuidelinesJuly2017FINAL4.pdf

¹⁵ Refer to page 10 in the Livable Housing Design Guidelines: http://www.livablehousingaustralia.org.au/library/SLLHA_GuidelinesJuly2017FINAL4.pdf

These requirements are based on the design criteria in the NSW Apartment Design Guide¹⁶. The minimum dimension for studio and 1 bedroom apartments has been reduced to 1.8m to avoid the balcony restricting sunlight to the living areas of these smaller apartments.

P1 allows for variations to these requirements to be considered provided it is appropriate for the apartment and conveniently located.

C17.6.9 Acoustic privacy

This standard requires apartments to 'self-protect' against external noise impacts such as traffic movements and non-residential uses in mixed use areas, such as entertainment venues. The standard does not apply to apartments in the Inner Residential Zone, acknowledging that external noise impacts are more likely to occur in zones where there is a genuine mix of uses.

The standard is based on the equivalent standard for residential use currently in the Sullivans Cove Planning Scheme 1997 for the Macquarie Point Site Development Plan¹⁷.

C17.6.10 Waste storage and collection

This standard includes requirements for the storage and collection of waste and recycling bins, including bulk storage bin collection on-site. The storage and collection of waste and recycling bins can become problematic for sites that contain a number of dwellings or tenancies.

Local government have raised concerns with the adequacy of current planning requirements relating to waste and recycle bin collection. These development standards provide the first opportunity for the SPPs to be reviewed to deliver suitable standards. If appropriate, equivalent standards will be delivered for other types of use and development as part of a future review of the SPPs.

The standard is based on the requirements contained in draft amendment PSA-19-1-2 to the Hobart Interim Planning Scheme 2015 for the Central Business Zone and Commercial Zone.

C17.8 Development Standards for Subdivision

There are no development standards for subdivision in the Code. Subdivision will be assessed against the underlying zone requirements, any other applicable code requirements, and any applicable LPS requirements.

4.0 Consideration against the Schedule 1 objectives of the Act and State Policies

4.1 Schedule 1 objectives of the Act

The draft amendment is considered to further the Schedule 1 objectives of the Act, as set out below:

¹⁶ Refer to page 93 in the NSW Apartment Design Guide: <https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/apartment-design-guide-2015-07.pdf?la=en>

¹⁷ Refer to clause 32.6.2 Residential and Visitor Accommodation Use in the Sullivans Cove Planning Scheme 1997: <https://www.hobartcity.com.au/files/assets/public/planning/planning-schemes/sullivans-cove-planning-scheme-current-30-october-2019.pdf>

1(a) to promote the sustainable development of natural and physical resources and the maintenance of ecological processes and genetic diversity.

The draft amendment is considered to further this objective as it forms part of the system of planning instruments that set the objectives and controls for use and development in the State which as a whole promote the sustainable development of natural and physical resources and the maintenance of ecological processes and genetic diversity. The draft amendment implements consistent development standards for apartments in areas already identified for residential and mixed use development.

1(b) to provide for the fair, orderly and sustainable use and development of air, land and water.

The draft amendment is considered to further this objective as it implements consistent development standards for apartments in areas already identified for residential and mixed use development. The development standards aim to facilitate the development of well-designed apartments in areas located close to commercial, employment, and social services therefore providing for the fair, orderly and sustainable use and development of air, land and water.

1(c) to encourage public involvement in resource management and planning.

The statutory assessment process for draft amendments encourages public involvement through public exhibition and the holding of any public hearings in accordance with the requirements of the *Land Use Planning and Approvals Act 1993* and the *Tasmanian Planning Commission Act 1997*.

1(d) to facilitate economic development in accordance with the objectives set out in paragraphs (a), (b), and (c)

The draft amendment will facilitate economic development in accordance with the other objectives through the implementation of consistent development standards which aim to facilitate the development of well-designed apartments in areas located close to commercial, employment, and social services.

1(e) to promote the sharing of responsibility for resource management and planning between spheres of Government, the community and industry in the State.

The preparation of the draft amendment and subsequent consultation will involve the sharing of responsibilities between local government, particularly Hobart City Council, State Service Agencies and State authorities, the development industry and the community.

2(a) to require sound strategic planning and co-ordinated action by State and local government.

The draft amendment is considered to further this objective as it implements development standards for apartments in areas already identified for residential and mixed use development. The development standards aim to facilitate the development of well-designed apartments in areas located close to commercial, employment, and social services. Implementation of the draft amendment will require coordinated action by State and local governments.

2(b) to establish a system of planning instruments to be the principal way of setting objectives, policies and controls for the use, development and protection of land;

The draft amendment forms part of the system of planning instruments that set the objectives and controls for use and development in the State, specifically facilitating the development of well-design apartments in suitable locations. The draft amendment furthers this objective by contributing to a consistent system of planning instruments across the State.

2(c) to ensure the effects on the environment are considered and provide for explicit consideration of social and economic effects when decisions are made about use and development.

The draft amendment implements development standards for apartments in areas already identified for residential and mixed use development. The draft amendment forms part of the system of planning instruments that set the objectives and controls for use and development in the State. The effects on the environment will be appropriately considered through the relevant provisions of the SPPs.

2(d) to require land use and development planning and policy to be easily integrated with environmental, social, economic, conservation and resource management policies at State, regional and municipal levels.

The development standards will form one component of controls in the integrated resource management and planning system in the State, and takes into account existing policies, the SPPs and other instruments relating to apartment developments.

2(e) to provide for the consolidation of approvals for land use or development and related matters, and to co-ordinate planning approvals with related approvals

The development standards will form one component of controls in the integrated resource management and planning system in the State, and will therefore provide for the consolidation of land use approvals.

2(f) to promote the health and wellbeing of all Tasmanians and visitors to Tasmania by ensuring a pleasant, efficient and safe environment for working, living and recreation;

The draft amendment will provide for a pleasant, efficient and safe living environment, by facilitating the development of well-designed apartments in areas located close to commercial, employment, and social services. The development standards aim to deliver an appropriate level of residential amenity and promote the health and well-being of occupants through quality design.

2(g) to conserve those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value.

The development standards will operate in conjunction with the other provisions in the SPPs, which includes the Local Historic Heritage Code.

2(h) to protect public infrastructure and other assets and enable the orderly provision and co-ordination of public utilities and other facilities for the benefit of the community.

The development standards will form one component of controls in the integrated resource management and planning system in the State and impacts on existing public infrastructure or other assets, and the capacity of existing infrastructure services will be taken into account through decision making process.

4.2 State Policies

4.2.1 State Policy on the Protection of Agricultural Land 2009

This State Policy is not applicable to the draft amendments as it does not impact on any land that is defined as 'agricultural land'.

4.2.2 State Coastal Policy 1996

The State Coastal Policy would be applicable to the draft amendment as land subject to the Apartment Development Code will be located within the 'coastal zone' of 1km from the coast.

The draft amendment is consistent with the outcomes of the State Policy as it provides for urban and residential development based on the existing urban areas and the land which is already designated for urban development through the planning scheme.

4.2.3 State Policy on Water Quality Management 1997

The draft amendment forms part of the system of planning instruments that set the objectives and controls for use and development in the State. The relevant objectives of the State Policy are already delivered through the various provisions of the SPPs.

4.2.4 National Environment Protection (Assessment of Site Contamination) Measure

The only National Environmental Protection Measure (NEPM) related to land use planning is the *National Environment Protection (Assessment of Site Contamination) Measure*.

The draft amendment forms part of the system of planning instruments that set the objectives and controls for use and development in the State. The relevant objectives of the NEPM are already delivered through the Potentially Contaminated Land Code in the SPPs.

MINUTES AND REPORTS OF COMMITTEES**AO057-20 QUARTERLY REPORT TO TASWATER OWNERS' REPRESENTATIVES
- PROGRESS UPDATE TO 31 DECEMBER 2019**FILE NO: 16/9/9; 945742

RECEPTION FOR DISCUSSION**RECOMMENDATION:**

“THAT the Quarterly Report of TasWater Owners’ Representatives for the quarter ended 31 December 2019 be received.”

SUMMARY

TasWater have provided their quarterly report to 31 December 2019.

The report covers key aspects of performance for the quarter.

Key matters also for noting in the report include:

- Transfer of assets from councils and private operators
- Price and Services Plan 4 (PSP4) update
- Remote Water Connections
- Impact of increased visitation and occupancy in regional areas

ATTACHMENTS

1. [TasWater Quarterly Report to Owners Representatives - Progress Update to 31 December 2019](#)

COUNCIL RESOLUTION

Resolution number: MO048-20

MOVED: Cr A Keygan

SECONDED: Cr T Bulle

“THAT the Quarterly Report of TasWater Owners’ Representatives for the quarter ended 31 December 2019 be received.”

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



Quarterly Report to Owners' Representatives

Progress update to 31 December 2019





Document Approval and Issue Notice

This is a managed document. For identification of amendments each page contains a release number and a page number.

Changes will only be issued as a complete replacement document. Recipients should remove superseded versions from circulation. This document is authorised for release once all signatures have been obtained.

PREPARED: Jason Browne, Department Manager Business Performance Date: 10 January 2020
(For release)

ENDORSED: Matthew Pigden, Acting Chief Financial Officer Date: 13 January 2020
(For release)

APPROVED: Michael Brewster, Chief Executive Officer Date: 28 January 2020
(For acceptance)

Build Status:

| Version | Date | Author | Reason | Sections |
|---------|-----------------|------------|----------------------|----------|
| 1.0 | 10 January 2020 | J.Bellette | Approved for Release | All |
| | | | | |
| | | | | |

Amendments in this release:

| Section Title | Section Number | Amendment Summary |
|---------------|----------------|-------------------|
| | | |
| | | |
| | | |

Distribution:

| Copy No | Version | Issue Date | Issued To |
|---------|---------|------------|-----------|
| | | | |
| | | | |
| | | | |



Table of Contents

| | | |
|----|--|----|
| 1. | INTRODUCTION | 4 |
| 2. | EXECUTIVE SUMMARY | 5 |
| | 2.1 Operating performance | 5 |
| 3. | PERFORMANCE RESULTS FOR THE QUARTER | 6 |
| | 3.1 Performance summary as at 31 December 2019 | 6 |
| | 3.2 Financial Performance | 7 |
| | 3.3 Significant incidents | 7 |
| | 3.4 Capital expenditure | 8 |
| | 3.5 Externally funded major projects | 10 |
| | 3.6 Matters of public and key stakeholder interest | 11 |
| 4. | KEY POLICY, RISK AND STRATEGY MATTERS | 14 |
| | 4.1 Transfer of assets from councils and private operators | 14 |
| | 4.2 Price and Services Plan 4 (PSP4) update | 14 |
| | 4.3 Remote Water Connections | 14 |
| | 4.4 Impact of increased visitation and occupancy in regional areas | 14 |
| 5. | RESPONSES TO QUERIES FROM PRIOR UPDATES | 15 |



1. Introduction

We are pleased to present the second quarter (Q2) FY2019–20 Quarterly Report to Owners' Representatives in accordance with the requirements of the Shareholders' Letter of Expectations.

This financial year's report has been re-structured and condensed to make the contents simpler and easier to read in comparison to the prior financial years.

Outlined below are reports on the key aspects of the performance for the quarter ended 31 December 2019. These are followed by our measures of success scorecard, reflecting the status of the performance against key performance indicators outlined in the FY2020–24 Corporate Plan and the financial performance compared to the FY2019–20 Budget.



2. Executive Summary

2.1 Operating performance

Our operating performance has largely met expectations during the December quarter despite challenges associated with unprecedented low rainfall across much of Tasmania that has seen water restrictions declared in a number of areas.

Financial performance year to date remains in line with budget, with the impact of higher depreciation from asset revaluations being broadly offset by favourable variances in revenue and operating expenditure.

Performance in delivering our capital expenditure program has remained strong with total capital expenditure above target as at 31 December 2019. Three major projects were completed during the December quarter that are expected to have significant benefits for our customers, including the King Island Infrastructure Project.

Performance against our measures of success was generally in line with expectations.

The substantial reduction in the number of water quality complaints has been maintained, whilst safety performance outcomes also continue to be met.

We have previously reported that we were unlikely to meet our end of year target for the number of dams above the level of tolerability (LoT). Additional investigations have subsequently identified an opportunity to make improvements to our flood warning system which are aimed at reducing two of our dams back below the LoT. These works are scheduled to be undertaken in the March quarter which once complete should allow us to meet the end of year target.



3. Performance Results for the Quarter

3.1 Performance summary as at 31 December 2019

| Customer priorities | Customer outcomes | Key performance indicators | RESULT | RESULT | TARGET |
|--|---|---|--------------------------------|-------------------------------------|---|
| CUSTOMER AND COMMUNITY – Deliver a positive customer experience to you | | | | | |
| <ul style="list-style-type: none"> Identify and close critical customer service gaps Improve our customer engagement and understanding | You are satisfied with our service | Customer satisfaction ¹ % | FY2018-19 62% | Q2 FY2019-20 65% | FY2019-20 70% |
| | You find it easy to do business with us | Customer feedback ² % | n/a | 62% | 56% |
| | You are kept informed | Customer perception ³ % | 53% | 54% | 60% |
| COMMERCIAL AND ECONOMIC – Give you value for money | | | | | |
| <ul style="list-style-type: none"> Deliver Price and Service Plan commitments Reduce our cost to serve | Your price increases are minimised | Productivity benefits per annum \$ | FY2018-19 \$4.5M | Q2 FY2019-20 \$1.4M ⁴ | FY2019-20 \$4.5M |
| | The local economy benefits from our investment and capacity building | Growth and Capacity Plans completed % | 51% | 64% | 100% |
| WATER AND ENVIRONMENT – Provide you with safe drinking water and responsibility manage your sewage | | | | | |
| <ul style="list-style-type: none"> Improve regulatory compliance Optimise system performance | Your drinking water is clean and safe to drink | Customers where Microbiological compliance has been achieved % | FY2018-19 100% | Q2 FY2019-20 99.9% | FY2019-20 100% |
| | Your sewage is treated and disposed of with minimal impact to the environment and its users | Water Quality Complaints per 1,000 properties | 6.7 | 0.7 | 4.5 |
| | You have a reliable supply of water | Number of spills to oyster leases ⁵ | 2 | 1 | 3 |
| | Your sewage is efficiently collected and transported | Treated waste water compliant with EPA requirements (flow-weighted) % | 88% | 90% | 89% |
| | Your culture and capabilities enable us to make a positive difference to Tasmania | Number of dams above the ANCOLD LOT | 7 | 6 | 4 |
| PEOPLE AND CULTURE – Build culture and skills for the long-term benefits of Tasmania | <ul style="list-style-type: none"> Enhance workforce capability and culture Reduce injuries and hazards (Zero Harm) | Water Losses – l/km main/day ⁶ | 9.9 | N/A | 6.5 |
| | | Unplanned Interruptions per 1,000 properties | 213 | 96 | 168 |
| | | Sewer Breaks and Chokes per 100km of main | 37 | 21 | 36 |
| | | Number of Odour Complaints per 1000 properties | 1.2 | 0.3 | 0.7 |
| PEOPLE AND CULTURE – Build culture and skills for the long-term benefits of Tasmania | | | | | |
| <ul style="list-style-type: none"> Enhance workforce capability and culture Reduce injuries and hazards (Zero Harm) | Our culture and capabilities enable us to make a positive difference to Tasmania | Cultural Index | FY2018-19 Baseline achieved | Q2 FY2019-20 Surveys commenced | FY2019-20 Improvement in constructive styles |
| | Our work is conducted safely to protect our people, contractors and communities we serve | Total Recordable Injury Frequency Rate (TRIFR) | 16.5 | 11.9 | 8 |

Colour Key:
■ = on or better than target
■ = within 10% of target
■ = greater than 10% outside target

Issue Date: 10/01/2020

Uncontrolled when printed

Page 6 of 16
Version No: 1.0



3.2 Financial Performance

Table 1: Financial summary

| KPI | FY2018-19 | FY2019-20 | | | FY2019-20 |
|----------------------------------|---------------|------------|------------|--------------|-----------|
| | Actual Result | YTD Result | YTD Target | YTD Variance | Target |
| Capital Expenditure (\$ Million) | 130.0 | 66.6 | 57.5 | (9.1) | 143.5 |
| Total Distributions (\$ Million) | 20.0 | 1.6 | 0.0 | (1.6) | 20.0 |
| Debt (\$ Million) | 569.4 | 594.0 | 578.8 | (15.2) | 615.6 |
| Gearing ratio | 30.4% | 31.4% | 36.5% | 5.1% | 36.5% |
| Interest cover ratio (times) | 3.1 | 3.3 | 3.3 | 0 | 3.7 |

As at 31 December 2019 we recorded a year to date net profit of \$22.0 million, which is materially in line with budget. The reported result was driven by a favourable revenue variance of \$3.2 million (1.8 per cent) and a favourable operating expenditure variance of \$1.3 million (1.3 per cent). These were offset by an unfavourable depreciation variance of \$5.3 million (12.1 per cent) resulting from the net asset revaluation undertaken at 30 June 2019.

Revenue was higher than budget primarily due to increased recognition of assets from developments. In addition, drier conditions experienced in Tasmania for the first 6 months has resulted in higher volumetric revenue.

Capital expenditure for the half year ending 31 December 2019 was \$66.6 million. We are currently forecasting to achieve the FY2019–20 budget by 30 June 2020.

Total debt for the half year ending 31 December 2019 was \$15.2 million higher than budget. This is predominantly due to capital expenditure for the first 6 months being higher than originally profiled. We are currently forecasting to be in line with the FY2019-20 budget of \$615.6 million as at 30 June 2020.

3.3 Significant incidents

Boil Water Alert (BWA)

A BWA was initiated in Lauderdale between 5-7 November 2019 following a very high reading for *E.coli* (>2,419.6 MPN/100mL)¹.

The latest post-incident analysis shows that it was a false positive for *E.coli*. The colony was identified as *E.vulneris* which is not from a faecal source, rather an environmental organism which has previously been found in water but has limited cases and literature on it.

We currently believe that the potential sources of *E.vulneris* for this sample are either from the biofilm close to the sampling point or at point of sampling. We are conducting further trials to replicate the conditions to test the biofilm theory.

E.Coli Readings

E.coli readings were also recorded in Claremont on 8 October 2019 (1MPN/100mL), Smithton on 28 October 2019 (6.2MPN/100mL) and Yolla on 2 December 2019 (2MPN/100mL).

A sample taken from the Wakehurst Reservoir at Claremont returned a result of *E. coli* of 1.0 MPN/100mL. An inspection of the reservoir noted that the air vents did not have mesh covers,

¹ 2,419.6 is the maximum recordable for this test type.



potentially allowing birds to enter the reservoir. Re-testing was clear, and an investigation is in progress and will be finalised by the end of January 2020.

A sample taken from the network at Nelson Street, Smithton returned a result of *E. coli* of 6.2 MPN/100mL. Network flushing and reservoir inspections were completed. Re-testing was clear, and an investigation is in progress and will be finalised by the end of January 2020.

A sample taken from the Yolla reservoir on 2 December 2019 returned a result of 2 MPN/100mL. An incident was declared under our Incident and Emergency Management Plan. Chlorine was added to the reservoir and fresh water pulled through the network prior to resampling. All resample results were clear. The incident is being investigated by the Water Optimisation team.

Given the number of recent events, an independent review is being conducted to determine if there are any common vulnerabilities in our systems, processes and practices.

3.4 Capital expenditure

Summary

Total capital expenditure as at 31 December 2019 is \$66.6 million, which is \$9.1 million (15.8 per cent) higher than budget. This continues the strong start to the financial year as a result of the delivery of multiple programs.

Three major projects were completed during the December quarter:

- King Island Water Supply Upgrade – this project consisted of a new water treatment plant at Grassy and a pipeline delivering water to Currie. The project will result in an improved quality of water being supplied to our customers;
- Glen Dhu Stormwater Management Improvements Project – this project came in under budget, on schedule and delivered on all commitments made to our stakeholders. The project will reduce the risk of overflows occurring in the local area; and
- Margate Water Main Upgrade Stage 2 – this project allows for expected growth in the region as well as the renewal of parts of the network to guarantee reliability of service.

We have excluded the Riverside STP Trickling Filter Media Replacement project from future reporting as it has become apparent after completing further analysis that delivering the project will not provide the benefits initially assumed. Alternative solutions are currently being investigated. This project has been replaced with the Southbridge SPS, ferrous dosing station project (referenced as P20 in Table 2 below).

We envisage that the Adventure Bay Chlorination and UV Upgrade project will be completed in the March quarter. This will ensure the supply of water compliant with Australian Drinking Water Guidelines (ADWG) helping to prevent *E-coli* from being discharged from the water treatment plant.

Table 2: Status updates for Top 25 Projects (Based on forecast project spend over the next three years)

| No. | Project Title | Current Project Stage | Completion Date | Project Budget ('000) | Project Status Comments |
|-----|---|----------------------------|-----------------|-----------------------|-------------------------|
| 1 | LSIP Launceston Sewer Improvement Plan (LSIP) | Planning and Investigation | Sep-25 | 276,136 | On track |
| 2 | Bryn Estyn Major Upgrade/Replacement | Project Development | Aug-23 | 206,372 | On track |
| 3 | Kingborough Sewerage Strategy | Completed | Aug-19 | 58,887 | Completed |



| No. | Project Title | Current Project Stage | Completion Date | Project Budget ('000) | Project Status Comments |
|-----|---|--|------------------|-----------------------|--|
| 4 | Forth/Leven River Major Upgrade/ Replacement and Leven to Gawler Pipeline | Project Development Planning and investigation² | Feb-24 | 51,119 | This project has had issues with sourcing water for the preferred option due to licensing requirements. Project options to be reviewed |
| 5 | Longford STP Replacement | Project Delivery | Oct-21 | 33,672 | On track |
| 6 | King Island Water Supply Upgrade | Project Delivery Completed | Nov-19 | 21,689 | Completed |
| 7 | Lake Mikany Dam Upgrade | Target Outturn Cost Project Delivery | Mar-21 | 17,597 20,067 | Budget uplift required after receiving tender prices |
| 8 | Pet Dam Upgrade | Target Outturn Cost | Jul-22 | 12,000 | On track |
| 9 | Ulverstone STP Upgrade | Project Development | Aug-22 | 7,620 | On track |
| 10 | Henderson Dam Raising | Target Outturn Cost Project Delivery | Oct-20 | 6,951 11,685 | Budget uplift required after receiving tender prices and scope increase due to Construction Water Management Plan |
| 11 | Bicheno STP Recycled Water Scheme Expansion | Project Development | Dec-22 | 6,281 | On track |
| 12 | Margate Water Main Upgrade Stage 2 | Completed | Dec-19 | 5,452 | Completed |
| 13 | Smithton Sewer Pump Station Upgrade Davis Street | Target Outturn Cost | Nov-20 | 5,392 | On track |
| 14 | Prince of Wales STP Digester Replacement | Project Delivery | Jun-20 | 4,610 | On track |
| 15 | Westbury Sewer Treatment Plant Upgrade and Reuse | Planning and Investigation | Dec-22 | 4,500 | On track |
| 16 | Latrobe Sewerage System Network Upgrade and Augmentation | Target Outturn Cost | Oct-21 | 4,041 | On Track |
| 17 | Glen Dhu Stormwater Management Improvements | Project Delivery Completed | Oct-19 Nov-19 | 2,529 | Further battering underneath bridge required to undertake project safely. Completed |
| 18 | Turriff Lodge STP Outfall Relocation | Project Development | Jul-22 | 2,225 | On track |
| 19 | Blackstone Rd Sewage Pump Station | Target Outturn Cost | Jan-21 | 1,822 | On track |
| 20 | Riverside Trickling Filter-Media Replacement | Project Delivery | Sep-20 | 1,527 | On track Project not required following investigations. Replaced. |
| 21 | Bushy Park WTP Waste Stream and Gretna Reticulation Upgrade | Project Development | Mar-21 | 1,500 | On track |
| 22 | Booth Avenue, Glenorchy Sewer Rising Main Renewal - Stage 2 | Target Outturn Cost | Mar-21 | 1,500 | On track |
| 23 | Branxholm Reservoir | Project Delivery | Jun-20 | 1,350 | On track |
| 20 | Southbridge SPS, ferrous dosing station | Project Delivery | Mar-20 | 862 | On track Included due to the removal of Riverside Trickling Filter Media Replacement project. |

² DPIPWE has advised that the Leven and Forth Rivers are over-allocated in summer and there is a low likelihood of additional water being made available under a licence arrangement. We will review the strategy and investigate alternate options by August 2020.



| No. | Project Title | Current Project Stage | Completion Date | Project Budget ('000) | Project Status Comments |
|-----|---|----------------------------|-----------------------------|-----------------------|---|
| 24 | Digester Electrical Works | Planning and Investigation | Jun-20 | 607 | On track |
| 25 | Adventure Bay Chlorination and UV Upgrade | Target Outturn Cost | Dec-19 Mar-20 | 337 | First stage complete, removing immediate risk of <i>E. coli</i> , second stage to be completed in March following the peak demand period. |

Key: Bold text indicates change in budget or timeline since last report
Key activities within project phases:

- **Planning and Investigation** – includes master and concept planning, other investigation activities and strategic business case
- **Project Development** – includes detailed planning, site investigation, preliminary design and detailed business case
- **Target Out-turn Cost** – includes tendering, cost estimation, detailed design and tender award
- **Project Delivery** – includes the full delivery of the project including closing out the project.

Capital Delivery Office

After a period of mobilisation, the CDO team is currently working through a large amount of planning and investigation and project development activities, which will ensure that the CDO has a steady stream of deliverable projects for the current and upcoming Price and Service Plan (PSP) periods.

The CDO is currently working on a suite of projects throughout the State, including but not limited to:

- Undertaking options analysis for the Forth and Leven Water upgrade (Devonport and Central Coast)
- Commencing the design for the Bryn Estyn WTP upgrade, which will improve water quality and surety to 23.7 per cent of the Tasmanian community
- Reviewing tenders to award Henderson Dam upgrade (Flinders Island) and Mikany Dam (Circular Head)
- Construction of the Branxholm reservoir to ensure water supply to the community of Branxholm (Dorset)
- The recently completed delivery of the King Island Water Supply Improvement Project, Glen Dhu Stormwater Improvements (Launceston) and Margate Water Main Upgrade (Kingborough).

Extensive engagement across the business has occurred to enable the integration of the CDO within the business. Engagement with consultants and contractors continues to be a focus area to ensure confidence is instilled within the market. Significant effort has been placed on the development of a high-performance culture and to enable the upskilling of all involved personnel in the delivery of the program.

3.5 Externally funded major projects

Freyrcinet Feasibility Study (Stage 1 project estimate of \$8.3M)



The Freycinet Feasibility Study was submitted to the State Government on 14 December 2019. The Feasibility Study recommended that sewage from the Wineglass Bay Trailhead system be transferred to the existing three Lagoons Sewage Treatment Plant in the short-term, as well as the provision of sewerage for Coles Bay in the longer-term.

Tamar Estuary River Health Action Plan (TERHAP) (Total project estimate \$90M)

We have continued to liaise with key stakeholders through our participation on the Tamar Estuary Management Taskforce (TEMT). In order to progress proposed improvements to Launceston's combined sewerage and stormwater network, we have provided the State Government with a project proposal.

The project proposal was undertaken in collaboration with the City of Launceston and the State Government and outlines project milestones, an expenditure forecast and funding requirements. The proposal will be used to inform the development of a funding deed which will be agreed between the parties.

Macquarie Point STP relocation (Total project estimate \$157M³)

We are currently progressing planning phase activities related to the Macquarie Point STP Relocation Project. The overall project scope includes decommissioning of the existing Macquarie Point STP, construction of a new SPS and emergency storage at Macquarie Point, rising main from Macquarie Point SPS to Selfs Point and expansion of the Selfs Point STP.

In line with commitments made to the State Government and Macquarie Point Development Corporation (MPDC), we are progressing with immediate works to support redevelopment of the site. This includes preparation of the concept designs for the Macquarie Point SPS to assist with integration of the site into the MPDC master plan.

Discussions are ongoing with key stakeholders, including the EPA for environmental approvals. We are fostering a close working relationship with MPDC to ensure alignment of proposed designs and construction schedules.

Funding for Macquarie Point

In May 2019, the State Government affirmed its commitment to provide us additional funding over the 10-year period from FY2018-19 to support major infrastructure projects, including the decommissioning and relocation of the Macquarie Point STP. We are working in conjunction with the State Government to formalise this commitment and anticipate being in a position to present it to our shareholders in May 2020.

We have previously committed to vacating the Macquarie Point STP site within four years of the State Government funding agreement being executed.

3.6 Matters of public and key stakeholder interest

Water supply security

During 2019, we have seen unprecedented low rainfall across much of Tasmania with some locations experiencing the lowest rainfall on record. This, coupled with increased tourism and high occupancy rates over the peak demand period, has left a number of supplies stressed.

Most notably, we have experienced the lowest flows on record in the Scamander River. Flows in the river dropped dramatically in the latter part of December 2019 requiring escalation of restrictions from Stage 1 to Stage 3, the declaring of an incident and water carting to maintain supply to customers.

³ Further refinements are being made to this estimate.



Stage 1 restrictions have also been declared for 30 of our 43 systems, with Stage 2 restrictions in place for Briport, Orford and Triabunna, Coles Bay, Gawler, Oatlands and Swansea.

In conjunction with restrictions, a state-wide water conservation campaign has commenced. The campaign includes advertising on television, social media and newspapers along with engagement with Council’s and key customers.

A summary of the current status of monitored systems is provided in **Error! Reference source not found.** below, whilst the status of individual high-risk systems is provided in Table 4.

Table 3: Summary of current assessment (as at 23 January 2019)

| Item | Current assessment |
|---|---|
| Number of systems assessed | 43 |
| Number of systems on “watch” for close monitoring | 0 |
| Number of systems at incident and/or water restriction level | 37 |
| Catchments with surety 5 water extraction restrictions ⁴ | 8 (Apsley, Bridport, Swan, South Esk above Macquarie, North Esk, St Patricks at 50%, Great Forester, Ringarooma at 50%) |

Table 4: System status overview as at 23 January 2019

| System | Status | Water restriction likelihood | System | Status | Water restriction likelihood |
|----------------------|---------|------------------------------|-----------------|---------|------------------------------|
| Bothwell | Stage 1 | 🔴 | Whitemark | Stage 1 | 🔴 |
| Bridport | Stage 2 | 🔴 | Coles Bay | Stage 2 | 🔴 |
| Campbell Town | Stage 1 | 🔴 | Gawler | Stage 2 | 🔴 |
| Grassy (and Currie) | N/A | 🟢 | Cam River | Stage 1 | 🔴 |
| Ellendale | Stage 1 | 🔴 | St Marys | Stage 1 | 🔴 |
| Hobart | Stage 1 | 🔴 | Bronte Park | Stage 1 | 🔴 |
| North Esk | Stage 1 | 🔴 | Conara | Stage 1 | 🔴 |
| Distillery Creek | Stage 1 | 🔴 | Cornwall | Stage 1 | 🔴 |
| West Tamar | Stage 1 | 🔴 | Fentonbury | Stage 1 | 🔴 |
| South Esk | Stage 1 | 🔴 | Gladstone | Stage 1 | 🔴 |
| Longford | Stage 1 | 🔴 | Herrick | Stage 1 | 🔴 |
| Deloraine | Stage 1 | 🔴 | Mathinna | Stage 1 | 🔴 |
| Mole Creek | Stage 1 | 🔴 | Maydena | Stage 1 | 🔴 |
| Orford and Triabunna | Stage 2 | 🔴 | National Park | Stage 1 | 🔴 |
| Penguin | Stage 1 | 🔴 | Rocky Creek | N/A | 🟢 |
| Ringarooma | Stage 1 | 🔴 | Rossarden | Stage 1 | 🔴 |
| Rosebery | N/A | 🟢 | Wayatinah | N/A | 🟢 |
| Scamander | Stage 3 | 🔴 | Oatlands | Stage 2 | 🔴 |
| Smithton | N/A | 🟢 | Ouse – Hamilton | Stage 1 | 🔴 |
| Strahan | N/A | 🟢 | Bicheno | Stage 1 | 🔴 |
| Swansea | Stage 2 | 🔴 | St Helens | Stage 1 | 🔴 |
| Tunbridge | Stage 1 | 🔴 | | | |

- Unlikely
- Possible
- Likely / Planned
- ✔ In place

⁴ DPIPWE restriction on surety 5 licence holders once river levels drop to a low setpoint

**King Island Water Supply Upgrade**

As outlined in Section 3.4, the King Island Water Supply Upgrade project has been completed and is now supplying water to our customers in Grassy and Currie.

The new WTP utilises various treatment processes to ensure the water supplied to customers complies with Tasmanian and Australian Drinking Water Guidelines. The pipeline sources water from the Upper Grassy Dam, north east of the township, and connects Grassy and Currie to a single King Island WTP with significantly improved capacity to cater to future growth on the island.

Ahead of the WTP and pipeline opening, TasWater held guided tours of the plant for over 75 residents. The next stage of the project commenced in November 2019 involving the demolition and decommissioning of the old WTP.

Waratah Dam Ownership

We ran an expression of interest process in an attempt to identify a suitably qualified party to take over ownership of the Waratah Dam. Through this process a potential candidate was identified. This candidate has since submitted a proposal to us detailing its desired remediation approach and an overview of the dam's future intended use. The viability of this proposal is currently being assessed and should the divestment proceed, further community and Council consultation will occur. If this proposal is deemed to be unsuitable we will be proceeding with decommissioning the dam.

Service replacement at Pioneer

Dorset Council has unanimously supported the construction of a potable water supply to Pioneer. As such, this is our option to resolve water quality issues in the town. We are engaging with our regulators to ensure support for this solution. A task notice will be prepared and issued to the Capital Delivery Office in January 2020 to commence planning for this project.

Until a reticulated supply of drinking water is constructed, we will continue to ensure property owners have water they can drink. Engagement with the community in early 2020 will inform them of the next steps for a reticulated supply and the operational arrangements until it is constructed.

GBE Scrutiny Committee Hearing

We appeared before the House of Assembly Government Business Scrutiny Committee on 4 December 2019, with the main topics covered including the arrangements with Tasmanian Irrigation and Hobart water restrictions, Derwent River water quality, the Capital Delivery Office, the sewage spill at Macquarie Point STP in August 2019 and Pioneer.

Following the hearing, the Committee requested additional information in relation to a number of these issues, and we responded in writing on 20 December 2019.

Executive team changes

There were two changes to our Executive team during the December quarter with General Manager Service Delivery Bennie Smith and Chief Financial Officer Dean Page exiting the business after three and six years of service respectively. Neil Synott has been appointed Acting General Manager Service Delivery and Matthew Pigden Acting Chief Financial Officer pending the recruitment of permanent appointees.



4. Key policy, risk and strategy matters

4.1 Transfer of assets from councils and private operators

In November our Board was presented with a range of potential benefits and risks to the Tasmanian community associated with asset transfers from councils and private operators. It was agreed that we do not have the capacity to accept asset transfers without a viable and ongoing funding source.

Taking this into account, it was agreed at this meeting that:

- an Asset Transfer Policy will be developed for consideration at the March 2020 Board meeting
- we will progress those asset transfers where we have a legal obligation to do so, over an economically responsible timeframe and which would not compromise the delivery of the capital works program
- further work is to be undertaken to consider whether the existing moratorium on asset transfers should be extended.

4.2 Price and Services Plan 4 (PSP4) update

We are currently preparing our Price and Services Plan 4 that will set out the customer outcomes and prices to be delivered over the period 1 July 2021 to 30 June 2024.

Customer and stakeholder engagement continue to progress well, with an independent telephone survey completed and the willingness to pay survey completing its first phase with 400 participants. Given water restrictions for Greater Hobart and a number of towns are in place, water availability appears to be at the top of mind for respondents.

It is expected that a Developer Charges Options Paper will be available for consultation with key stakeholders by 7 February 2020. Other inputs for the revenue requirement, including the rolled forward Regulated Asset Base and depreciation, are underway.

4.3 Remote Water Connections

To ensure that we provide a consistent experience for our customers, a decision framework is currently under development to guide our response to issues associated with non-standard connections where the connection point or meter are located remotely from the property they service. We are currently engaging with the Ombudsman to enable the proposed framework to be finalised.

4.4 Impact of increased visitation and occupancy in regional areas

The State is experiencing significant levels of increased visitation to some regional areas and increased occupancy of shacks in coastal towns, often facilitated by the rapid rise of accommodation sharing platforms, such as AirBnB. We have been examining the extent to which infrastructure upgrades will be required to accommodate the increased consumption from this sector and whether the costs are being fairly allocated and appropriately recovered.



5. Responses to queries from prior updates

| Date | Region | Issue | Raised by | Response |
|------------|--------|---|---|--|
| 8 May 2019 | All | Is there the potential to hold future meetings via live stream or other technology? | Mayor Dean Winter (Kingborough Council) | Options to hold meetings (including voting) via technology continue to be investigated. An update was provided at the general Meeting in November 2019 regarding the potential to use an existing TasWater conferencing technology (Webex) for meetings, with further work to be done to allow Owners' Representatives to vote from remote locations and to capture those votes appropriately. |

Issue Date: 10/01/2019

Uncontrolled when printed

Page 15 of 16
Version No: 1.0



AO058-20 NON AGENDA ITEMS

In accordance with the requirements of Regulation 8(5) of the *Local Government (Meeting Procedures) Regulations 2015* a matter may only be discussed at a meeting if it is specifically listed on the agenda of that meeting.

Council by absolute majority may decide at an ordinary meeting to deal with a matter that is not on the agenda if the General Manager has reported:

- (a) the reason it was not possible to include the matter on the agenda; and
- (b) the matter is urgent; and
- (c) that advice has been provided under section 65 of the Act.

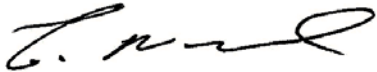
There are no non agenda items.

There being no further business the Mayor declared the Meeting closed at 8.22pm.

CERTIFICATION OF MINUTES AS A TRUE RECORD

These minutes are confirmed as an accurate record of the Ordinary Meeting of Burnie City Council held on 18 February 2020.

Confirmed:



Gary Neil, ACTING GENERAL MANAGER

Confirmed:



Steven Kons, MAYOR