



## **MINUTES**

# **Ordinary Meeting**

**TUESDAY, 17 MARCH 2020**

**7.00PM**

**CITY OFFICES, 80 WILSON STREET, BURNIE**





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## OPEN SESSION

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## OPEN SESSION

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**MINUTES OF THE OPEN SESSION ORDINARY MEETING  
OF THE BURNIE CITY COUNCIL  
HELD AT THE CITY OFFICES ON TUESDAY, 17 MARCH 2020**

**HOUR:** 5.52pm – 5.53pm  
7.02 pm – 8.44 pm

**TIME OCCUPIED:** 1 hour 43 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:**

Acting General Manager and Director of Works and Services (G Neil), Director Community and Economic Development (R Greene), Director Land and Environmental Services (P Earle), Executive Manager Corporate Finance (M Smith), Executive Manager Corporate Governance (M Neasey), Governance Officer (N French) and Media and Communications Officer (F Loughran).

**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
AC026-20 COUNCILLOR DECLARATIONS OF INTEREST	15(2)(g)
AC027-20 CONFIRMATION OF MINUTES OF THE 'CLOSED SESSION' MEETING OF COUNCIL HELD ON 18 FEBRUARY 2020	15(2)(g)
AC028-20 APPLICATIONS FOR LEAVE OF ABSENCE	15(2)(h)
AC029-20 QUESTION ON NOTICE - CODE OF CONDUCT	15(2)(g)
AC030-20 BURNIE AIRPORT CORPORATION PTY LTD - QUARTERLY REPORT	15(2)(g)
AC031-20 GENERAL MANAGER'S REPORT - CLOSED SESSION	15(2)(i)
AC032-20 PERSONNEL REPORT FEBRUARY 2020	15(2)(a)
AC033-20 TENDERS CONTRACT 2648 SUPPLY AND DELIVERY OF ONE (1) FIVE YARD TIPPER TRUCK	15(2)(d)
AC034-20 OUTSTANDING DEBTORS	15(2)(j)
AC035-20 PERSONNEL - GENERAL MANAGER'S PERFORMANCE REVIEW SPECIAL COMMITTEE	15(2)(a)
AC036-20 NON AGENDA ITEMS	15(2)(f)
AC039-20 BURNIE AIRPORT CORPORATION	15(2)(a)
AC037-20 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION	15(2)(f)
AC038-20 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 AC026-20 to AC038-20 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”***

**COUNCIL RESOLUTION****Resolution number: MO059-20****MOVED:**            *Cr C Lynch***SECONDED:**      *Cr A Keygan****“THAT the meeting be closed to the public to enable Council to consider agenda items AC026-20 to AC038-20 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 Captain Belinda Smith of the Salvation Army.

## AO059-20 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.

Cr G Simpson declared an interested in Item AO075-20 Motion on Notice – Fairy Godmothers – All Inclusive Playground.

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**AO060-20 CONFIRMATION OF MINUTES OF THE 'OPEN SESSION' MEETING  
OF COUNCIL HELD ON 18 FEBRUARY 2020****RECOMMENDATION:**

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

**COUNCIL RESOLUTION**

**Resolution number: MO060-20**

***MOVED: Cr K Dorsey***

***SECONDED: Cr D Pease***

***“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at City Offices on 18 February 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****AO061-20 QUESTION ON NOTICE - ANNUAL PLAN AND BUDGET ESTIMATES**

**FILE NO:** 15/5/5, 949105  
**PREVIOUS MIN:**

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

*Can the General Manager please outline the process and steps completed annually in developing the Annual Plan and Budget Estimates? Specifically, have rates been set for the 20/21 Financial Year?*

**COUNCILLOR'S COMMENTS**

No comments.

**ACTING GENERAL MANAGER'S COMMENTS**

The preparation of Council's Annual Plan and Budget Estimates (APBE) begins with Council reviewing its Financial Management Strategy (FMS) during December and January. Officers then start preparation of Council's capital and operating estimates during February, March and April.

A number of workshops are undertaken with Council during March, April and May including a capital works tour in late March. The workshops firstly work through the capital budget, then the operational budget by department over those months.

During this time, work is also done in preparing Council's Annual Plan to outline the coming year's actions and initiatives that will be undertaken in accordance with the strategic plan objectives. The Annual Plan actions are reviewed and included in the budget estimates to ensure they are resourced.

The workshops include a session on Council's Rates and Charges Policy including discussion on Council's rating structure.

While Council's rating strategy is discussed in Council's FMS and budget workshops, Council's rates and charges are not set until Council adopts its annual rates resolution and rates and charges policy as part of its Annual Plan and Budget Estimates in June each year.

**RECOMMENDATION:**

***"THAT the information be noted."***

**COUNCIL RESOLUTION****Resolution number: MO061-20*****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****AO062-20 QUESTION ON NOTICE - FINANCIAL MANAGEMENT STRATEGY****FILE NO:** 15/5/5, 949943**PREVIOUS MIN:**

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

*Can the General Manager please explain the purpose of the FMS and detail how often it is reviewed.*

**COUNCILLOR'S COMMENTS**

It became apparent after the February Council Meeting that there were differing Councillor views as to what the FMS is.

I see the FMS as:

*"a guiding document setting parameters to work within during budget deliberations rather than a document that locks in decisions". (Extract from the February Council Minutes).*

That is, it is an evolving, fluid document used as a starting point in budget deliberations. It is not a 10 year commitment but a strategy to achieve Councils goals based on best available data and information. As the data and information is updated so too is the FMS.

**ACTING GENERAL MANAGER'S COMMENTS**

Council has a legislative requirement under the section 70B of the *Local Government Act 1993* to have a long term financial plan. While there is not legislative requirement on how often a long term financial plan is reviewed, Council uses its Financial Management Strategy as a guiding document for its annual budget process.

The Financial Management Strategy is reviewed on an annual basis usually during December and January. As part of the review of the FMS, modelling is updated to include known changes in Council forecast income and expenditure for the current year along with changes in both the internal and external influences.

As stated on page 6 of Council's current FMS, the strategy is prepared to provide Council with a view to the future when developing its Annual Plan and Budget Estimates each year. The strategy is 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 absorb the volatility inherent in revenues and expenses.
- Resources will be allocated to those that generate community benefit.

The strategy is a guiding document and does not lock Council into any budgetary decisions, but provides Council with context of the impact of both internal and external influences and decisions on its future financial performance when setting its Annual Plan and Budget Estimates.

**RECOMMENDATION:**

***"THAT the information be noted."***

**COUNCIL RESOLUTION**

**Resolution number: MO062-20**

***MOVED: Cr D Pease***

***SECONDED: Cr T Brumby***

***"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****AO063-20 QUESTION ON NOTICE - WASTE MANAGEMENT SYSTEM AND PROCESSING**

**FILE NO:** 15/5/2, 950024  
**PREVIOUS MIN:**

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**THE ACTING GENERAL MANAGER** referred to Councillor Amina Keygan's Question on Notice which asked:

*What effect, if any, would there be to Council's waste management system and processing, if residents were to place, unbagged, green and food waste into weekly rubbish collection bins? E.g if FOGO waste went into the weekly waste collection*

**COUNCILLOR'S COMMENTS**

There were no comments provided.

**ACTING GENERAL MANAGER'S COMMENTS**

Officers have prepared a number of reports for Council in relation to FOGO in recent years. In preparing these reports assessment of FOGO waste streams has been carried out.

The FOGO streams can be identified as follows:

- Kerbside waste stream.
- Green waste – to waste transfer station.
- Waste transfer station – waste stream taken to site.
- Home managed FOGO.

Within the kerbside waste stream some 30 to 40 % of waste can be considered Food and Garden Organics.

This material is currently being transferred to landfill via the waste transfer station.

When deposited into landfill, FOGO creates methane when decomposing, a significant greenhouse gas.

The scenario posed in the question reflects the current practice of many residents in respect to disposing of FOGO.

The aim of a separate FOGO collection system would be direct existing FOGO from various sources to a productive and less environmentally harmful disposal outcome.

**RECOMMENDATION:**

***“THAT the information be noted.”***

**COUNCIL RESOLUTION**

**Resolution number: MO063-20**

***MOVED: Cr A Keygan***

***SECONDED: Cr D Pease***

***“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****AO064-20 QUESTION ON NOTICE - IDEAS FORUM**

FILE NO: 15/5/5, 950024  
PREVIOUS MIN:

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**THE ACTING GENERAL MANAGER** referred to Councillor Amina Keygan's Question on Notice which asked:

*Council recently undertook its first "Ideas Forum" with residents. Could council be provided with an outline of the formal process/es associated with ensuring that each idea is followed up and considered? Will feedback be provided to those who raised ideas?*

**COUNCILLOR'S COMMENTS**

There were no comments provided.

**ACTING GENERAL MANAGER'S COMMENTS**

It is planned to present the submissions to a Workshop of Council on 7 April for discussion, and then to the April meeting of Council.

Following formal consideration of the submissions by Councillors, feedback will be provided to those who raised ideas at the Forum.

**RECOMMENDATION:**

***"THAT the information be noted."***

**COUNCIL RESOLUTION****Resolution number: MO064-20*****MOVED:***            ***Cr T Brumby******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***



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**MOTIONS ON NOTICE****AO065-20 MOTION ON NOTICE - CBD VEHICLE AND CARAVAN PARKING**

**FILE NO:** 15/5/2, 948179  
**PREVIOUS MIN:**

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

***“THAT Council investigate a location within the CBD suitable for paid parking for vehicles towing a caravan.”***

**COUNCILLOR’S COMMENTS**

With the increasing number of tourists to our state I have had several enquiries from our residents and tourists themselves, asking where they are expected to park? I've seen numerous cars towing a caravan trailing through our CBD looking for a place to stop without any success.

If they are to stop and enjoy our beautiful city it's important provision is made for them to access our CBD. Currently with the university expansion on west park grove site, it remains difficult for caravan tourists to easily access our inner CBD. Make no mistake provision for parking within the city centre will assist our businesses with continued economic growth as they benefit from the tourist dollar.

**ACTING GENERAL MANAGER’S COMMENTS**

Council currently provides a range of parking opportunities within the Central Business District (CBD) to accommodate light passenger and commercial vehicles.

On-street parking is predominately parallel parking, with some 90 degree angle parking provision on North Terrace. On-street parking arrangements for passenger vehicles is by a marked parking bay with a typical length between 5.4m and 7.0m. Variations in length reflect available road space, turnover times and approach and departure requirements.

Parking within Council provided off-parking areas is typically configured for light passenger vehicles with parking spaces set at 90 degrees to the access aisle.

Longer vehicle on-street parking within the town centre is currently only provided for commercial carriers and buses. These spaces are specifically marked and controlled as a “loading bay” or “bus stop”; and are not available for general use during periods when regulated as a loading bay or bus stop in accordance with the Australian Road Rules.

It is lawful under the *Local Government (Highways) Act* for a longer vehicle to park over two or more parking spaces provided there is compliance to applicable parking control for each

space used, including for the period of use and to pay any parking charge for each space. A motorist towing a caravan or trailer or driving a longer vehicle may only utilise the opportunity if two or more adjoining spaces are available at the time parking is required.

There are currently no designated long-bay parking spaces suitable for a car and caravan combination or a mobile home within the Burnie town centre.

A decision to introduce long bay parking space should be made in response to evidenced demand, and an ability to provide space in a location that is readily accessible, easy to use, in a location attractive to the user.

Council does not currently have any data on demand or the number of spaces that may be required; or for the expectation of caravan and mobile home users for the location of long bay parking within the Burnie town centre. Parking Officer observations suggest a very infrequent occurrence of car and caravan or mobile homes parking over two or more on-street spaces.

Opportunity to provide designated parking for caravans and motor homes parking within the CBD is limited. Motorists seeking to secure such parking may be dissatisfied if the parking opportunities are in use and there are no available alternatives.

Council provided and managed parking spaces must be designed and laid out in accordance with Australian and New Zealand Standard 2890 for vehicle parking.

A car and caravan combination is limited by the Australian traffic regulations to a maximum permitted length of 19m. Combinations are typically between the 10m and 12m. Larger motor homes average 10m in length, however, some may have a length comparable with a passenger bus or long rigid truck. A long bay parking space should have sufficient dimension to accommodate most vehicles within the caravan and mobile home category and should be not less than 12.5m where practical.

There are specific design considerations to ensure practical and legal capacity for longer vehicles to navigate intersections, access internal circulation aisles, and to approach and enter and exit both on-street and off-street parking space, including a preference by traffic managers and drivers to avoid need for reversing manoeuvres.

One on-street long bay parking bay placed parallel to the kerb would require conversion of between two (2) and three (3) standard spaces, subject to available approach and departure distances and the location of existing driveway crossings and kerb projections.

In order to provide certainty for caravan and motorhome users, long bay spaces should be specifically marked and excluded to use by other vehicles. Consideration must also be given the application of parking controls, including the period for which a space may be used and the quantum of any parking charge.

It is challenging to identify on-street locations where long bay parking could be practically introduced within the Burnie town centre.

The relatively short dimensions of town centre blocks, location of existing access driveways and kerb projections, and a requirement for a turning lane at most intersections limit means there is limited capacity to provide continuous rows of parallel parking of sufficient length for conversion to long bay spaces and for the number of longer spaces that could be provided at a common location.

It is preferable to provide long bay parking in readily accessible locations that are not within an area of existing high demand and where provision or conversion of existing space will not unreasonably dislocate or disadvantage other road users.

The most immediate capacity to provide for long bay parking within the CBD is on Spring Street.

Existing arrangements on the southern side of Spring Street provide a continuous alignment of nine (9) standard parking bays over a distance of some 57 m. These bays currently receive a relatively low level of use. It is possible to reconfigure the area to provide for 4 long bay parking spaces.

However, access into Spring Street is somewhat indirect and circuitous relative to entry points to the town centre from the Bass Highway, and is not immediately obvious to persons unfamiliar with the Burnie town centre. For vehicles parked on the southern side, exit from Spring Street will generally be from the west end where all vehicles must make a left hand turn onto Wilson Street toward the Bass Highway, forcing vehicle to exit the town centre. This is a tight radius and slightly uphill turn into one of two traffic lanes at a location where other vehicles frequently queue on Wilson Street across the Spring Street junction in response to traffic signals at the Bass Highway intersection. Alternative, a vehicle may make a U-turn within the carriageway of Spring Street for a departure route along Marine Terrace, a manoeuvre that is not preferred or which may not be possible for a longer vehicle.

Bourke Street between Alexander Street and King Street offers some potential for long bay parking in a location that is reasonably accessible and where current levels of use appear low. There is potential for a possible 3 long bay spaces.

There are no other areas where it is physically possible to provide two or more on-street long bay spaces in the same location, or to provide such spaces without disadvantage the existing availability of space for other users.

It is not possible to provide more than one (1) long bay parking space on North Terrace adjacent to The Waterfront without disruption and dislocation of other users.

The Marine Terrace Car Park is not suitable for use by caravans and mobile homes use due to limited head room between the ramps, the alignment and dimensions of closed end parking bays to either side of the central circulation aisle, and limited internal manoeuvring space within which to turn a longer vehicle.

Council's off street parking areas at the BAFC, King Street, Hilder Parade, Basalt Columns, City Offices and Burnie Rail are constructed with a central or side access aisle and a single row of parking to one or both sides of the access aisle. The depth of each parking space is

not sufficient to accommodate vehicles with an attached tow or vehicles longer than a standard light passenger vehicle. Vehicles cannot pass through a parking space into an adjacent aisle and must use a reversing movement to exit a parking space.

It is not possible to reconfigure these parking areas to accommodate longer vehicles without significant loss in capacity for off-street parking in a standard parking space.

The Portside car park contains a section of nose to nose parking bays providing opportunity within the double length to accommodate a longer vehicle.

An assessment has been made of the capability of the car park for long-bay parking having regard to the factors such as maximum available length, number of possible spaces, and capacity for manoeuvring of vehicles into, out of and within the parking area.

To facilitate such parking extensive reconfiguration of the central parking provision would be required, converting 22 standard parking bays, to provide 3, 45 degree angle parking bays of dimensions 3.5m by 12m. Internal movement within the car park for exit and entry will be awkward.

The Portside car park is located in a remote corner of the Burnie town centre at a dead end of the local road network. Accessibility is not obvious for those unfamiliar with the Burnie town centre.

Consideration should also be given the provision of long bay parking in locations outside but accessible to the Burnie town centre.

There is an existing requirement for provision of vehicle parking within the Makers Workshop/UTAS precinct to meet requirements from the Visitor Information Centre. Current arrangements do not include long bay spaces other than for designated coach parking there are four (4) marker longer bay spaces north of the rail corridor and The Point. However, these spaces may not be attractive to caravans because they require a reversing manoeuvre to enter or exit.

Approved new development on the West Park site will reconfigure existing car parking arrangements. If the majority of long bay demand is associated with travellers seeking information, then consideration can be given to whether that part of the West Park car park assigned to the Visitor Information Centre should include capacity for long bay parking.

Long bay parking is currently provided within the car park adjoining South Burnie Beach. The facility was specially designed and constructed to accommodate vehicles with attached boat trailers, and meets all current standards. The car park is adjacent to the caravan and mobile home liquid waste dump point; and has immediate access to a formed pedestrian pathway linking into the town centre.

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**Alternative Recommendation**

***“That the information be noted.”***

**COUNCIL RESOLUTION**

**Resolution number: MO065-20**

***MOVED: Cr T Brumby***

***SECONDED: Cr K Dorsey***

***“THAT Council investigate a location within the CBD suitable for paid parking for vehicles towing a caravan.”***

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

**Against:**

***CARRIED UNANIMOUSLY***

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**MOTIONS ON NOTICE****AO066-20 MOTION ON NOTICE - RECYCLING DEPOSIT STATION****FILE NO:** 15/5/2; 948182**PREVIOUS MIN:**

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

***“THAT COUNCIL investigate the installation of a recycling deposit system located within the council chambers and allocate up to \$5,500 in the coming budget for construction in 2020”.***

**COUNCILLOR’S COMMENTS**

Launceston City Council recently installed the recycling system pictured below and I have consequently been contacted by a number of people within the community, hoping that Burnie can continue to lead the way with a similar recycling system.

Council has been fortunate to win the Mobile Muster award for Top Collector in Tasmania in 2019, 2017 and 2015. The award recognises collection of the most mobile phones and accessories by weight in Tasmania, so we are already making it count in this space!

I have attached some information from the Launceston City Council that may be of interest. Additionally it cost Launceston City Council \$1,305 for design and signs, and \$3,819 for the actual unit to be built.

**ACTING GENERAL MANAGER’S COMMENTS**

Council endorsed a new Waste Management Strategy in 2019.

The four objectives of this strategy are:

1. **Waste Diversion and Service Delivery** – 50% diversion of all MSW.
2. **Regional Cooperation and Partnerships** – optimise resource recovery opportunities and maximise their value.
3. **Community Engagement** – education on waste minimisation, recycling, reuse and diversion opportunities.
4. **Environmental Responsibility** – overall reduction in carbon/greenhouse gas emissions, managing environmental risks.

There are many recycling and resource recovery opportunities provided to the community to aid in meeting the strategy objectives.

In relation to the Motion on Notice, Council currently provides opportunities at the City Offices and Tip Shop for residents to dispose of a number of smaller domestic type recyclables (not permitted in the kerbside recycling stream).

#### City Offices

- Household batteries.
- Toner cartridges.
- Mobile phones and accessories.
- Aluminium coffee pods.

#### Tip Shop

- Toner cartridges.
- Mobile phones and accessories.

Within the recovery loop at the Waste Management Centre there are other opportunities to deposit recyclables and recoverables including timber, scrap metal, waste engine oil, batteries, light globes, excess paint and large e-waste.

The recycling stations at the City Offices and Tip Shop are relatively basic. The stations have minimal signage, aside from small labels on each box, and the collection containers are varied/untidy. Refer to image below:



Opportunities to expand the number of recyclables that can be deposited, are explored as disposal solutions are identified.

The recycling station in the City Office foyer has been identified for improvement through staff observations and feedback (several CI Cards). A design for an integrated recycling station in the foyer is being progressed, which aims to improve this service by:

- Increasing the range of items collected.
- Increasing visibility and awareness of collection point.
- Improve the visual amenity, as it is in high profile area.

As part of this process it is planned to implement similar improvements to the facilities at the Tip Shop

Officers are aware of the facility at the Launceston City Council (LCC) which provides for a large range of recyclables and incorporates education messages.

Design of a new recycling station for the City Office and Tip Shop will draw upon the LCC concept, noting the unit would be sized to reflect the range of products currently collected, with some capacity for future growth in the types of recyclables accepted.

There is currently no funding to progress the improvements noted above.

The motion at hand suggests a budget of \$5,500 for the recycling station facilities. Officers believe this would be a sufficient allocation to provide appropriate arrangements at the City Offices and Tip Shop.



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**ATTACHMENTS**

1. [!\[\]\(666e09182d4cd268646ea700ea60dcdf\_img.jpg\)](#) Recycle Hub Information

**COUNCIL RESOLUTION**

**Resolution number: MO066-20**

**MOVED:** *Cr T Brumby*

**SECONDED:** *Cr K Dorsey*

***"THAT COUNCIL investigate the installation of a recycling deposit system located within the council chambers and allocate up to \$5,500 in the coming budget for construction in 2020".***

**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***

## Recycle Hub

City of Launceston's new recycling hub located at customer service centre at the council town hall offers the public an easy and free option for upcycling and recycling items that are not able to be recycled through a kerbside recycling collection. Items include mobile phones, batteries, printer cartridges, small e-waste items, digital cameras, plastic terracycle packaging like toothpaste tubes, unwanted medical x-rays, plastic bread tags, aluminium coffee pods, CD's & DVD's and even eye glasses.

### 1. Mobile Phones.

**Recycled by:** MobileMuster

[www.mobilemuster.com.au](http://www.mobilemuster.com.au)

MobileMuster is the product stewardship program of the mobile phone industry and is accredited by the federal government. It is voluntarily funded by all of the major handset manufacturers and network carriers to provide a free mobile phone recycling program in Australia to the highest environmental standard. The program is committed to raising awareness and educating the community on why it is important to recycle mobile phones.

Did you know that there are over 23 million unused mobile phones in people's homes in Australia? It is estimated that only 12% of mobile phones are recycled.

If you had a million mobile phones you could recover 30kgs of gold (\$198K), 300kg (\$230K) of silver and over 10,000kgs (\$50K) of copper?

Tokyo 2020 Olympics is making 5,000 Gold, Silver & Bronze medals from mobile phones and electronic waste.

<https://mymodernmet.com/tokyo-2020-olympic-medals/>

### 2. Batteries

**Recycled by:** Ecocycle

<https://ecocycle.com.au/battery-waste-recycling-recovery/battery-recycling-process/>

Australians drain the life from more than 400 million batteries each year. Less than 5% are recycled, and our consumption of batteries is increasing year to year.

When dumped in landfill, batteries can leak a range of toxic substances, including lead, mercury and cadmium, into the environment.

### 3. E-waste

Recycled by: Tech collect <https://techcollect.com.au/>

E-waste is one of the fastest growing waste streams in the world yet in Australia only approximately 35% of this material is being recycled. This is disappointing given the impact of e-waste on the environment and the fact that 95-98% of the valuable materials from e-waste items such as televisions and computers can be recovered and reused in the manufacture of new items.

Most consumers are unaware that when electronic goods are purchased a certain amount of the purchase price (\$/kg) is set aside and distributed to co regulatory organisations to manage and recycle these electronic items responsibly at the end of the items life.

### 4. Printer Cartridges

Recycled by: Planet Ark

<https://planetark.org/campaigns/cartridges.cfm>

Printer cartridges are made up of a complex mix of plastics, metal, inks and toners and thus represent a significant investment in resources. When they are disposed of into landfill these resources are lost and influence negatively on our environment. That's why Planet Ark joined with Close the Loop® and the participating manufacturers to set up the innovative Cartridges 4 Planet Ark program.

### 5. Eye Glasses

Repurposed by Lions Club Australia

<https://lionsclubs.org.au/activities/health/vision-hearing/recycle-for-sight/>

Over the 26 years that the Australian program has operated, the program, has delivered over 7 million pair of refurbished quality spectacles to men, women and children in need in Africa, Europe, Middle East, Indian Sub- continent, East Asia, and the Far East, China, the countries of the Pacific Rim and Southern Asia and Oceania

### 6. X-rays

Recycled by Ecocycle

<https://ecocycle.com.au/dental-and-medical/how-does-ecocycle-collect-transport-store-and-recycle-x-rays/>

Recycling of silver occurs within the company using an electrolytic process. Films are placed in a chemical bath that dissolves the silver-containing imaging layer.

When an electric current is passed through the solution pure metallic silver is deposited on one of the electrodes.  
The backing film that gives X-rays their strength is made from a plastic similar to the type used in soft drink and fruit juice bottles.  
It goes into a commodity plastic recycling stream and could end up in products ranging from shampoo bottles to polyester fleece clothing.

#### 7. CD's & DVD's

Recycled by Ecocycle

<https://ecocycle.com.au/lighting-and-electrical/its-easy-to-recycle-e-waste/>

The CD's & DVD's are shredded to separate the aluminium and the polycarbonate which are both used for further manufacturing. Same processing as used for e-waste material recovery

#### 8. Oral Care Products

Recycled by Terracycle

<https://www.terracycle.com/en-AU/brigades/oral-care-brigade-au>

Once collected, the tubes and brushes are separated by composition, shredded and melted into hard plastic that can be remoulded to make new recycled products.

#### 9. Bread Tags

Recycled by Aussie breadtags

<https://www.facebook.com/aussiebreadtags/>

We have been collecting bread tags nationally in Australia since September 2018 and now have more than 100 collection points across the country. In February 2019 we started local recycling through [Transmutation - Reduce, Reuse and Recycle](#) in Robe, SA, where our tags are recycled into products such as door knobs and bowls.

#### 10. Nespresso- Aluminium Coffee pods

Recycled by Nespresso

<https://www.nespresso.com/au/en/how-to-recycle-coffee-capsules>

Nespresso aluminium coffee capsules that are recycled with Nespresso are sent to a specialist recycling plant based in Nowra, NSW. There, the aluminium is separated from the residual coffee. The coffee is sent to an industrial composting facility to be transformed into compost, while the aluminium is recycled and sent back to the aluminium industry to produce new aluminium products.

1. Mobile phones are recycled through MobileMuster <https://www.mobilemuster.com.au>
2. Batteries recycled via Ecocycle <https://ecocycle.com.au/battery-waste-recycling-recovery>
3. Ewaste - Tech collect <https://techcollect.com.au/>
4. Printer Cartridges- <https://planetark.org/campaigns/cartridges.cfm>
5. Eye Glasses- <https://lionsclubs.org.au/activities/health/vision-hearing/recycle-for-sight/>
6. X-rays- <https://ecocycle.com.au/dental-and-medical/how-does-ecocycle-collect-transport-store-and-recycle-x-rays/>
7. CD's & DVD's - this is handled by Ecocycle also- they shred the CD's & DVD's separate the aluminium and the polycarbonate which are both used for further manufacturing. Same as ewaste for ecocycle
8. Oral Care Products- <https://www.terracycle.com/en-AU/brigades/oral-care-brigade-au>
9. Bread Tags- <https://www.facebook.com/aussiebreadtags/>
10. Nespresso- Aluminium Coffee pods- <https://www.nespresso.com/au/en/how-to-recycle-coffee-capsules>

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**MOTIONS ON NOTICE****AO067-20 MOTION ON NOTICE - EARLY PAYMENT DISCOUNT FOR RATES AND CHARGES**

**FILE NO:** 15/5/2, 949105  
**PREVIOUS MIN:**

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

***“THAT the early payment discount for rates and charges be retained at 2.5% for the 2020/21 Financial Year.”***

**COUNCILLOR’S COMMENTS**

The early payment discount for rates is engaged by approximately 60% of Burnie ratepayers. It is a small financial return to the ratepayer for providing some revenue certainty to the Council. Council is able to invest the funds not required in the immediate short term to lessen the cost of the discount. Council’s current average rate of return on these investments is 1.85%. There is therefore a net cost to Council of providing the discount, and it must be noted that many neighbouring municipalities do not provide a discount.

The General Manager has recommended as part of the financial management strategy to remove the early payment discount as a partial way of finding \$1.4 million of operational savings over the next 4 years.

However, to remove the early payment discount is to burden those 60% of ratepayers that accept the discount with an unacceptable rate increase. It is an internal saving at the expense of the ratepayer and not an efficiency saving. It could be argued that it is in fact a reduction of service which is the very thing that Council has been against in reducing internal costs.

**ACTING GENERAL MANAGER’S COMMENTS****Procedural Comments**

This motion formed part of a decision made by Council on the 18 February 2020, Item Number AO049-20 Strategy Review – Financial Management Strategy 2030.

***“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.”**

Section 18 of the *Local Government (Meeting Procedures) Regulations 2015*, states that a decision may be overturned, wholly or partly.

**18. Motion to overturn decision**

- (1) For the purposes of this regulation, a decision may be overturned, wholly or partly, by –
  - (a) a motion directly rescinding or otherwise overturning the decision or part of the decision; or
  - (b) a motion that conflicts with, or is contrary to, the decision or part of the decision.
- (2) A council or council committee may only overturn a decision passed at a previous meeting held since the last ordinary election –
  - (a) by an absolute majority, in the case of a council; or
  - (b) by a simple majority, in the case of a council committee.
- (3) Any report given by the general manager to a council in respect of a proposed motion to overturn a decision of the council, or that will result in the overturning of a decision of the council, wholly or partly, is to include –
  - (a) a statement that the proposed motion, if resolved in the affirmative, would overturn that previous decision or part of that previous decision; and
  - (b) the details of that previous decision, or the part of that previous decision, that would be overturned; and
  - (c) advice as to whether or not that previous decision, or that part of that previous decision, directed that certain action be taken; and
  - (d) if that previous decision, or that part of that previous decision, directed that certain action be taken, advice as to whether or not that action has been wholly or substantially carried out.

In relation to Section 18(3)(a) to (d), the General Manager advises:

- (a) The proposed motion, if resolved in the affirmative, will overturn part of the previous decision of Council;
- (b) If the proposed motion is resolved in the affirmative, point (4) of the original decision of Council will be removed:  
**4) Removal of the early payment discount for rates & charges from 2021 onwards**
- (c) The previous decision of Council made on the 18 February 2020 required action to be taken in planning during preparation of the upcoming budget deliberations, and to be implemented in the setting of rates for 2020-21.
- (d) No actions from the previous decision of Council have not yet been carried out.

**Background**

For a number of years Council has provided an early payment discount if rates and charges are paid in full by the 31<sup>st</sup> of August each year.

At its meeting on the 18<sup>th</sup> of February, Council adopted its Financial Management Strategy for 2020 which included an overarching principle to remove the early payment discount for rates and charges from 2021 onwards.

This motion would overturn Councils previous decision to include removal of the discount in its FMS modelling.

## Legislative Requirements

Section 130 of the *Local Government Act 1993* sets the requirements for the provision of an early payment discount for rates and charges:

*Local Government Act 1993 - Sect 130*

*Discount for early payment*

*(1) A council may offer to all ratepayers a discount not exceeding 10% on any rate specified in a rates notice for payment of that rate before the date specified in the rates notice.*

*(2) Subsection (1) only applies in respect of rates which are not paid in instalments.*

## Policy Considerations

Council's current Rates and Charges Policy CP-CBS-SG-004 outlines Council's rating structure including Council's early payment discount. The policy is reviewed annually as part of Council's budget process. The impact of the proposed motion would need to be considered when reviewing Council's Rates and Charges Policy in June 2020.

## Financial Impact

The current cost of the provision of the early payment discount for the 2019-20 financial year is expected to be \$344,877.

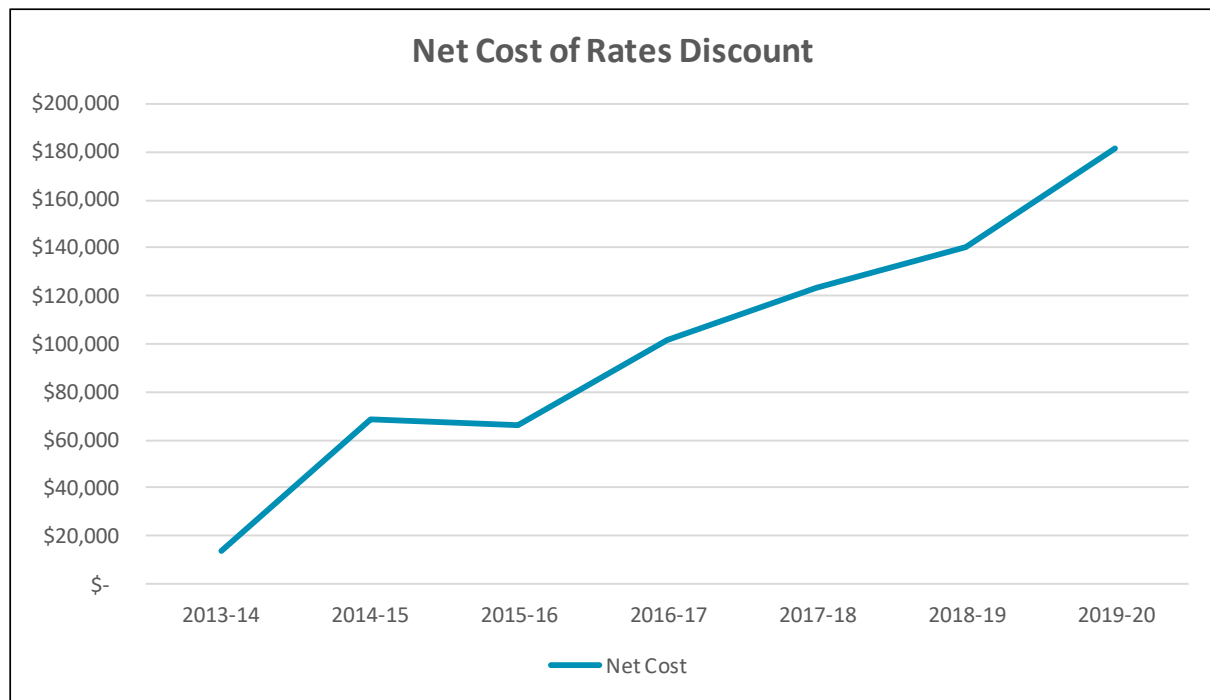
If Council was to retain the early payment discount of 2.5% from the 2020-21 financial year onwards it would need to look at alternative cost saving or revenue measures in order to meet its savings target of \$400k for 2020-21 under its newly adopted Financial Management Strategy.

## Discussion

Council has for a number of year provided ratepayers with an early payment discount if rates and charges are paid in full by the 31<sup>st</sup> of August each year. One of the key drivers behind providing the early payment discount is to encourage early payment of rates and charges and to provide Council with a significant injection of cash early in the financial year. Council is then able to invest these funds in term deposits and earn interest revenue. The table and graph below provide some detail on the cost of providing the discount and interest revenue earned on investments over the past seven years.

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Discount provided	4.00%	4.00%	4.00%	3.00%	3.00%	3.00%	2.50%
Cost of the discount	515,184	526,287	554,636	416,034	411,471	422,852	344,387
Less: Interest revenue	501,710	457,327	488,249	314,015	288,017	282,619	163,000
<b>Net Cost</b>	<b>\$ 13,474</b>	<b>\$ 68,960</b>	<b>\$ 66,387</b>	<b>\$ 102,019</b>	<b>\$ 123,454</b>	<b>\$ 140,233</b>	<b>\$ 181,387</b>





As shown above, the net cost to Council between the early payment discount and interest earned on term deposits has been growing for a number of years, growing from \$13,474 in the 2013-14 financial year to an estimated \$181,387 in 2019-20.

With the current economic climate and recent reductions in the RBA cash rate the gap between the interest earned on Council's investments and the cost of the early payment discount is expected to grow if the discount is retained in its current form.

Council's current early payment discount applies to the total rates raised on a property which includes general rate, service rates and the fire levy. Council has a number of options available to it in terms of the amount (%) of discount provided for early payment and also which rates and charges the discount applies to. It is recommended that Council defer any decision on setting an early payment discount for the 2020-21 financial year until its upcoming budget workshops.

### Consultation

Council's early payment discount for rates and charges was discussed at a workshop on the 4<sup>th</sup> February 2020.

### Alternative Motion

***"That Council review the provision of an early payment discount for rates and charges during its 2020-21 budget deliberations."***

**COUNCIL RESOLUTION****Resolution number: MO067-20*****MOVED: Cr D Pease******SECONDED: Cr K Dorsey******“THAT the early payment discount for rates and charges be retained at 2.5% for the 2020/21 Financial Year.”***

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

**Against:**

***CARRIED UNANIMOUSLY***

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**MOTIONS ON NOTICE****AO068-20 MOTION ON NOTICE - CHANGE OF DATE FOR AUSTRALIA DAY**

**FILE NO:** 15/5/2, 949932  
**PREVIOUS MIN:**

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

***“THAT Council propose the following motion at the LGAT conference for consideration:***

***That LGAT approach the State Government to lobby the Federal Government for a “change of date” for Australia Day.”***

**COUNCILLOR’S COMMENTS**

Robyn Moore spoke at the Burnie City Council Australia Day ceremony and her words remain embedded in my psyche: “Every Day is Australia Day”.

As Chairperson of the Burnie City Council Australia Day committee, it became quite apparent that Australia Day was a divisive issue and a day of celebration. In many ways reading quotes on social media it was becoming a date of hate and ignorance. This should be a day that we all come together to celebrate being Australian and everything that entails.

The idea that leading politicians, cities, and towns across Australia have voted to not celebrate the day should be as offensive to the populace as the day itself is to the Indigenous population. The idea that the Federal Government needs to mandate that citizenship ceremonies be held on 26 January is concerning. This is a day we should cherish, honor and be proud to celebrate.

The Advocate January 26, 2020:

***“At midday on Sunday, thousands of protesters gathered in Hobart and held a minute's silence to remember atrocities perpetuated against Aboriginal people. Protesters marched through Hobart to Parliament Lawns for the annual Invasion Day rally which calls for the date of Australia Day to be changed.”***

This included the Speaker of the House and I believe the University of Tasmania Vice Chancellor.

The Burnie City Council acknowledges the concerns of the Aboriginal Community and propose this motion on the following basis:

1. That “we” is the operative word when celebrating Australia Day. This includes our first peoples.

2. That “we” cannot undo the past and changing the date will not undo any occurrences of the past.
3. That we recognize that 60,000 years of inhabitation should be respected, and that the past 200 years have not been kind to the Indigenous population.
4. That modern Australia and its’ current people bear no direct responsibility for the past.
5. Celebrating the day that brought disease, displacement, derision, ostracism, segregation, separation, death and hate may not be the best day to celebrate being Australian for the Aboriginal population.
6. That January 26 be recognized as an important day in the formation of modern Australia. The symbolic raising of the Union Jack or Queen Anne Flag signified the beginning of colonization and ownership by Great Britain. Settlement, displacement and the principles of manifest destiny guided settlers in search of land and riches.
7. Australia was declared “terra nullius” land that is legally deemed to be unoccupied or uninhabited. This was not true. There were an estimated 750,000 Aborigines at the time of settlement.
8. There were an estimated 15,000 Aborigines in Tasmania that was reduced to a few dozen following years of sanctioned genocide.

It is on this basis that we seek a statewide consensus on the date or change of date. The real question is why do we put ourselves through the agony associated with Australia Day every year? Why do we fight the inevitable, why do we force the date? Many times a simple solution is the best solution, change the date. Suggestions have included the last weekend in January every year or alternatively: March 3 On March 3rd 1986 the Australia Act was enacted. Signed on March 2 by Queen Elizabeth II and PM Bob Hawke to be enacted simultaneously in Australia and the UK on March 3rd 1986. This made Australia a sovereign, independent and federal nation. This was the first time Australia was declared independent – this is a significant date that has been lost and represents modern Australia.

#### **ACTING GENERAL MANAGER’S COMMENTS**

Council considered a similar proposed motion put forward by Hobart City Council for LGAT General Meeting in July 2017.

A copy of the correspondence from Hobart City Council, and accompanying report (AO148-17) is attached.

At that time, the report stated that “Following a discussion the Committee formed a view and provided a response to the Mayor and General Manager that the Burnie Australia Day Special Committee does not support the change of date for Australia Day.”

The following resolution was agreed by Council on 20 June 2017 (AO148-17):

***“THAT Council thank the Lord Mayor for her correspondence and advise Hobart City Council that it believes this is a matter for the Australian Government.”***

A revised motion was subsequently put forward by Hobart City Council at the LGAT General Meeting of 26 July 2017:

***“That LGAT, the 29 Councils and any individual Elected Members be requested to lobby the Federal Government to commence a conversation with the Australian public regarding the date of recognition of Australia Day.”***

The motion was narrowly lost at that time.

If Council were of a mind to vote for the motion put forward in this report, it can be referred to the LGAT Meeting of 22 July 2020. The effect of passing this motion is to authorise it to be put forward by Burnie City Council at the LGAT meeting for consideration by LGAT members.

This would shift Council’s position from its earlier more neutral stance of taking direction from the Australian Government after a consultation process with the public, to taking an active position in requesting the State Government to lobby for a change of date.

Feedback has not been sought from Burnie Australia Day Special Committee due to time constraints.

#### **ATTACHMENTS**

1. Minutes - Item AO148-17 - 20 June 2017 - Change of Date for Recognition of Australia Day

#### **COUNCIL RESOLUTION**

**Resolution number: MO068-20**

**MOVED:** Cr K Dorsey

**SECONDED:** Cr T Brumby

***“THAT Council propose the following motion at the LGAT conference for consideration:***

***That LGAT approach the State Government to lobby the Federal Government for a “change of date” for Australia Day.”***

**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***

OPEN SESSION

MINUTES - ORDINARY MEETING OF COUNCIL  
TUESDAY, 20 JUNE 2017

Ald Kons returned to the meeting, the time being 8.06pm

#### **AO148-17 COMMUNICATIONS JOURNAL - CITY OF HOBART - CHANGE OF DATE FOR RECOGNITION OF AUSTRALIA DAY**

**FILE NO:** 2/17/3; 15/6/5  
**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	7.2.1	Enhance the level of community and organisational engagement across a range of Council operations.

#### **1.0 RECOMMENDATION:**

*“THAT Council:*

- 1) Thank the Lord Mayor for her correspondence and advise Hobart City Council that it believes this is a matter for the Australian Government; and*
- 2) Will be advocating to the Australian Government to host a forum to review the relevance of continuing with Australia Day on the 26 January each year.”*

#### **2.0 SUMMARY**

Correspondence has been received from the City of Hobart Lord Mayor requesting Council join them in lobbying for consideration of a change of date for recognition of Australia Day.

#### **3.0 GENERAL MANAGER'S COMMENTS**

The Lord Mayor of the City of Hobart has written to the Mayor seeking the support of the Burnie City Council for a motion that is to be debated at the LGAT General Meeting on 26 July 2016.

Hobart has presented the following motion to the meeting:

*“That LGAT be requested to lobby Tasmania’s 29 Councils to consider efforts they could take to lobby the federal government to change the date of recognition of Australia Day.”*

The Lord Mayor has advised that a similar motion has been submitted to the ALGA National General Assembly in Canberra this month.

## OPEN SESSION

MINUTES - ORDINARY MEETING OF COUNCIL  
TUESDAY, 20 JUNE 2017

The Burnie City Council has previously not formed a position with respect to its view as to whether 26 January is the appropriate date for Australia Day.

Australia Day is a National Public Holiday that is proclaimed by the Australian Government along with New Year's Day, Good Friday, Easter Monday, Anzac Day, Christmas Day and Boxing Day. All other public holidays in Tasmania are declared by the Tasmanian Government.

Council in the *Ceremonies and Receptions Policy CP-CBS-SG-043* identifies that it will hold a civic ceremony for Australia Day. This Policy states in section 4.3.1:

*"All Australian states and territories declare a public holiday for Australia Day on 26 January (the following Monday becomes a public holiday if 26 January falls on a weekend). It is the day on which Australians come together to celebrate what is great about Australia and being Australian." Australian Protocol and Procedures, 2007.*

*The Australia Day Ceremony is conducted each year on the 26 January by the Special Committee of Council, the Burnie Australia Day Special Committee. The ceremonial event is held at the Burnie Arts and Function Centre and includes the presentation of Australia Day awards.*

*Australia Day is a nominated day of national significance for which the Australian National Flag and the Tasmanian Flag will be flown. (Refer to Policy CP015 Flying of Flags).*

This provides the protocol to conduct the Australia Day Ceremony on the declared public holiday that is held on 26 January each year. It also states that the ceremony will be conducted by the Burnie Australia Day Special Committee.

The objective of the Australia Day Special Committee is to:

- 1.1. *To arrange and manage the Burnie Australia Day Ceremony/celebrations in Burnie.*
- 1.2. *To award the Burnie Australia Day awards.*
- 1.3. *To promote Australia Day in Burnie.*

A copy of this request was forwarded to the Australia Day Special Committee to seek their views to the appropriateness of Australia Day being celebrated on 26 January each year.

The following is an extract from their minutes of the meeting of 5 June 2017 where this matter was discussed.

*Committee members discussed the current calls for the change to Australia Day, including:-*

- *Recent media attention and discussion*
- *Requirement for a Federal response rather than a State response*

## OPEN SESSION

MINUTES - ORDINARY MEETING OF COUNCIL  
TUESDAY, 20 JUNE 2017

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- *Understanding the reasoning and how another date would be determined*
  - *Date of Federation, 1 January, discussed as an alternative*
- *Change of Australia Day being celebrated as a long weekend to now being held on the day, 26 January annually*
- *Removal of Tasmania Day*
- *Whether the requirement for change is being recognised Australia wide or is it by vocal minority throughout the country*
- *Australia Day being a celebratory day acknowledging the wonderful country we live in and how lucky we all are to be Australians, living collectively as Australians*
- *A day to celebrate the Australia of today and to welcome new citizens*

Following a discussion the Committee formed a view and provided a response to the Mayor and General Manager that the Burnie Australia Day Special Committee does not support the change of date for Australia Day.

In summary Australia Day currently exists on 26 January each year as this is the date declared by the Australian Government and the Australia Day Awards program is aligned to this day. The Council has established a committee to arrange and manage Australia Day awards and celebrations and currently have a policy position to hold these activities on 26 January each year.

It is suggested that Council does not form a position as to the appropriateness of 26 January, however canvass for the Australian Government to review the relevance of 26 January. If this position was confirmed by Council it would allow the Mayor to endeavour to change the word in the motion from Hobart City Council from “change” to “review”. This would allow for all Australians to have a broader discussion on the relevance of 26 January prior to forming a view to lobby for a change of date.



OPEN SESSION

MINUTES - ORDINARY MEETING OF COUNCIL  
TUESDAY, 20 JUNE 2017

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**ATTACHMENTS**

1. Letter from City of Hobart Lord Mayor

**COUNCIL RESOLUTION****Resolution number: MO197-17****MOVED:** Ald T Brumby**SECONDED:** Ald S Kons***"THAT Council thank the Lord Mayor for her correspondence and advise Hobart City Council that it believes this is a matter for the Australian Government."*****For:** Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby.**Against:** Ald A Dow, Ald K Dorsey, Ald C Lynch.**CARRIED**



LORD MAYOR'S OFFICE  
TOWN HALL  
MACQUARIE STREET  
HOBART  
TASMANIA

Her Worship the Mayor of Burnie  
Alderman Anita Dow  
Burnie City Council  
PO Box 973  
BURNIE TAS 7320

Dear Mayor Dow

I write to seek your support on a motion the City of Hobart is intending to submit to the Local Government Association of Tasmania (LGAT) General Meeting on 26 July 2017.

The motion is as follows:

**Motion**

*That LGAT be requested to lobby Tasmania's 29 councils to consider efforts they could take to lobby the federal government to change the date of recognition of Australian Day.*

Every year there are ever increasing public rallies by both indigenous and non-indigenous people protesting against the current legislated date for Australia Day because Aboriginal people view it as Invasion Day; rallies held this year in capital cities drew tens of thousands of supporters. There is a growing acknowledgement that 26 January is not a day of celebration for all Australians. The current date has only been in practice since 1994 and before that time it was celebrated on a long weekend in January.

If consideration is given to changing the date that we recognise as Australia Day it provides an opportunity to find a more inclusive date for all Australians to celebrate.

The Council will also be submitting a motion on this topic to the Australian Local Government Association (ALGA) National General Assembly (NGA).

I appreciate your consideration of this matter and would be happy to discuss it with you if you have any questions.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Sue Hickey'.

Alderman Sue Hickey  
**LORD MAYOR**

Friday 12 May 2017

CITY OF HOBART  
GPO Box 503, Hobart Tasmania 7001 • Telephone: +61 3 6238 2705 • Email: lord.mayor@hobartcity.com.au

***MOTIONS ON NOTICE***

**AO069-20 MOTION ON NOTICE - MAYORAL REGALIA**

**FILE NO:** 15/5/2, 949936  
**PREVIOUS MIN:**

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Item AO069-20 was withdrawn by Cr K Dorsey.

Mayor S Kons vacated the chair and Deputy Mayor G Simpson took the chair, the time being 7.34pm.

### **MOTIONS ON NOTICE**

#### **AO070-20 MOTION ON NOTICE - RATES DISCOUNT AND FINANCIAL MANAGEMENT STRATEGY**

**FILE NO:** 15/5/2, 949947  
**PREVIOUS MIN:**

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

***“THAT Council:***

- 1) That decision made by Council on February 18th 2020 be reversed and that Council honours its commitment to the ratepayers introduced in 2017 that rates be reduced by 1% (excluding fire levies) over a 5 year period from 2017-18 to 2021-22.***
- 2) That the following projects, Coastal pathway at Round Hill, multi purpose sports stadium, and renewal of the 50 metre pool which were used as an excuse to scrap the commitment to bringing down rates be only considered when and if the Commonwealth and State Government provide a significant commitment to funding them.***
- 3) That the General Manager explain why he advised Council that this was possible and why is it now not within his competence to deliver on a personal commitment to reduce rates and does he take personal responsibility for of providing wrong advice to the Council or is it a matter of it is too hard.***
- 4) That speculative projects not be included in setting Council budgets or Council budget deliberations to justify rate increases.***
- 5) The Financial Management Strategy be updated in future years after the budget setting process has concluded as the way it is currently being undertaken (done before the budget process) reinforces an attitude of lets see what we can rake in and then go to town spending it.***
- 6) That the first Financial Management Strategy produced in 2012 be made an attachment to the advice provided to the motion presented here which forecast Councils position 10 years hence and the current one so that a comparison can be made between the two expectations to indicate accuracy.”***

**COUNCILLOR'S COMMENTS**

The rationale of this motion is to restore public faith and confidence in the Council decision making process rather than provide reasons for the public not to trust the Councillors or Council in future.

Councillors must ensure that they understand that tighter budgets just like in a household are things every individual must deal with and must live within their means.

That giving up on a goal is weak option and provides an expectation in the public's eyes that the Council and Councillors are not to be believed when they set budgets and long term strategies.

That changing course halfway through a strategy requires explanation from the individual Councillors why they did do so and an analysis of their approval of all other facets of Councils operating and capital works budget.

Proves that Councillors are independent thinkers and do not totally rely on the General Managers advice blindly.

More than half of the Cities ratepayers (of whom I am not one) take advantage of the early payment discount of 2.5% and a majority of these people rely on this discount to buttress their income as they are either elderly, retired or on pensions or merely wish to pay early.

The proposed decision of Council from the February meeting will effectively mean that more than half the residents of Burnie will be hit by a rates increase of more than 5% essentially 2.5% plus CPI of say 2%.

A reversal of the strategy adopted three years ago under Mayor Dow of such a magnitude is in my view unacceptable and unconscionable an a slur on the decision making processes of the Council.

That Councillors be expected to question the operational and capital works budgets to a higher level than merely accepting their accuracy from staff and deleting or adding projects as the budget process does not do this effectively.

I run a number of businesses, am involved in numerous projects and have the professional and hands on skill set to provide advice which demonstrably challenges the advice provided to Councillors on the rationale for such a dramatic about face on a commitment.

**ACTING GENERAL MANAGER'S COMMENTS****Procedural Comments**

This motion formed part of a decision made by Council on the 18 February 2020, Item Number AO049-20 Strategy Review – Financial Management Strategy 2030.

***“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.”***

Section 18 of the *Local Government (Meeting Procedures) Regulations 2015*, states that a decision may be overturned, wholly or partly.

*18. Motion to overturn decision*

- (1) For the purposes of this regulation, a decision may be overturned, wholly or partly, by –
  - (a) a motion directly rescinding or otherwise overturning the decision or part of the decision; or*
  - (b) a motion that conflicts with, or is contrary to, the decision or part of the decision.**
- (2) A council or council committee may only overturn a decision passed at a previous meeting held since the last ordinary election –
  - (a) by an absolute majority, in the case of a council; or*
  - (b) by a simple majority, in the case of a council committee.**
- (3) Any report given by the general manager to a council in respect of a proposed motion to overturn a decision of the council, or that will result in the overturning of a decision of the council, wholly or partly, is to include –
  - (a) a statement that the proposed motion, if resolved in the affirmative, would overturn that previous decision or part of that previous decision; and*
  - (b) the details of that previous decision, or the part of that previous decision, that would be overturned; and*
  - (c) advice as to whether or not that previous decision, or that part of that previous decision, directed that certain action be taken; and*
  - (d) if that previous decision, or that part of that previous decision, directed that certain action be taken, advice as to whether or not that action has been wholly or substantially carried out.**

In relation to Section 18(3)(a) to (d), the General Manager advises:

- (a) The proposed motion, if resolved in the affirmative, will overturn the previous decision of Council in full;
- (b) If the proposed motion is resolved in the affirmative, the effect will be to reverse the adoption of the Financial Management Strategy 2030 as put forward (in particular the basis of rates increase equal to CPI), and reversal of the decision to remove the early payment discount for rates and charges;
- (c) The previous decision directed that the early payment discount for rates and charges be removed from 2020-21. It also informed but did not bind the preparation of the 2020-21 Budget.
- (d) The action to remove the early payment discount for rates has not yet been implemented. The Financial Management Strategy 2030 has been finalised and published to the website. If this motion is supported, it will be replaced once a revised Financial Management Strategy is adopted.

**Background**

As noted in the Motion on Notice, Council endorsed a new Financial Management Strategy (FMS) at the February 2020 meeting.

Council has a legislative requirement under the section 70B of the *Local Government Act 1993* to have a long term financial plan. While there is not legislative requirement on how often a long term financial plan is reviewed.

Council uses its Financial Management Strategy as a guiding document for its annual budget process, ensuring there is a longer term context provided as to the impacts and implications of decisions made in in the annual budget cycle, on future financial decisions of Council.

The strategy is a guiding document and does not lock Council into any budgetary decisions in a particular, but provides Council with context of the impact of both internal and external influences and decisions on its future financial performance when setting its Annual Plan and Budget Estimates (APBE).

In developing the FMS, various assumptions are required to be made including the potential impacts of significant investments by Council in infrastructure, service projects and programs.

**Legislative Requirements**

Council has a legislative requirement under the section 70B of the *Local Government Act 1993* to have a long term financial plan.

The Motion seeks to overturn a past decision of Council. Council needs to be cognisant of the requirements of the *Local Government (Meeting Procedures) Regulations 2015* in considering the motion. These are outlined above.

**Policy Considerations**

Council has had a policy position of reviewing the FMS on an annual basis in the lead up to the APBE process.

**Financial Impact**

The FMS set the strategic long term financial direction for Council and is a critical document in ensuring the longer term financial sustainability of Council.

The FMS commits to the following principles:

- 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 absorb the volatility inherent in revenues and expenses.
- Resources will be allocated to those that generate community benefit.

Should the Motion as presented be carried, there would be a need for Officers to prepare a new FMS, considering any change or revisions to the financial modelling assumptions.

In the short term this will require Officer time being directed to tasks associated with financial modelling and preparing a new FMS.

In developing a revised FMS there needs to be adequate consideration given to the likelihood and financial implications of various strategies projects being delivered in the 10 years planning horizon.

### **Discussion**

The Motion on Notice comprises of six parts. Commentary is provided for each part.

#### ***Part 1***

The first part of the motion seeks to overturn the decision made at the February 2020 meeting in regard to the endorsement of a Financial Management Strategy.

Information related to procedural matters associated with such a decision are included in this report at the commencement of General Manager's Comments.

Council has a statutory requirement to have a Long Term Financial Management Strategy. As such, if the motion was carried, there would be a need for Officers to prepare a new FMS for Council's consideration, reflecting changes in the modelling assumptions as outlined in part 1 of the Motion on Notice and to ensure compliance with the Act.

It is noted that subsequent parts of the Motion on Notice may, if carried, inform the development of a new FMS.

The impact on Council's operating position into the future will be significantly influenced by its investment in new infrastructure. Council is aware of the additional operating impacts that needed to be funded associated with the upgrade of the Burnie Aquatic Centre, and each new major project will have similar cost implications for Council.

Any revision of the current FMS must incorporate a discussion as to the ongoing desire of Council to progress the strategic projects noted in this report or others on the horizon, and associated timing, so as to appropriately inform modelling and discuss the longer term implications on Council long term financial position.

#### ***Part 2***

The current FMS identifies four strategic projects for which capital and operating costs assumptions were included in developing the financial model.



As has been discussed with Council in the development of the 2020 FMS, there appeared a strong likelihood that the four significant projects referenced in the 2020 FMS modelling would be significantly progressed, if not delivered, over the next 10 years and merited consideration of current and future budgetary impacts, associated with the projects.

The projects are:

- North West Museum and Art Galley
- Upgrade of the 50m pool and ancillary facilities
- Coastal pathway eastern section
- New sports stadium

Sources of capital funding for the projects were identified as a combination of grants and borrowings.

The most significant impact of the projects related to the operational budget with increased costs associated with:

- Depreciation
- Borrowing costs
- Operating costs
- Maintenance and management costs.

The modelling undertaken in developing the current FMS indicated significant operational deficits over time as each of the projects come on line, unless an alternative financial strategy was implemented. The aim of the alternate strategy was to smooth out the “operational shocks” associated with bringing the projects on line at defined point in the future, and thus ensuring longer term financial stability.

Changing the assumptions in the 2020 FMS by removing the three projects noted from the financial modelling, would paint a different picture as to the short term financial position of Council, however the challenge of meeting the increased operational costs implications associated with the projects would be deferred, with no strategy in place to manage those operational shocks.

### **Part 3**

The previous FMS (2019) was based upon the information available at the time to inform the various financial modelling in the strategy.

Continuing the 1% rate reduction over the following two years would have required savings of \$1M to be realised.

Based upon the assumptions in the 2019 FMS there was a shared commitment by Officers to achieve the savings targets.

As has been discussed with Council, in the development of the 2020 FMS, there appeared a strong likelihood that the four significant projects introduced in the 2020 FMS modelling would be significantly progressed, if not delivered, over the next 10 years. Officers are also

aware of the significant impacts these projects would have on Council's operating budget, resulting in large operational deficits over time, which is not sustainable if a strategy is not put forward to address.

Officers considered it would be remiss not to bring this information to Council's attention for their consideration and proposed a strategy which would facilitate funding the capital and operational implication of the significant projects, while maintaining the financial sustainability of Council. The strategy and assumptions were workshopped with Council.

The 2020 FMS as endorsed in February still requires Council to find savings of \$1.4M over four years.

Under the revised strategy, Council is committed to finding an even higher amount of operational savings but instead of delivering them as a rate reduction, the savings are allocated to funding the operational costs of new projects that Council has identified it wishes to undertake, pending funding opportunities.

#### **Part 4**

In the development of the FMS there are a range of assumptions which need to be made to inform the financial modelling.

The major projects considered in the modelling of the FMS were included on the basis of past discussions and decisions of Council to allocate funding towards project investigation, nominating projects for consideration by the major political parties during election cycles and grant funding processes.

Council has the ability to question the modelling assumptions and discuss the implications of changing or removing various assumptions from the financial modelling.

There are various strategies in place that require Council to forward think about the needs and expectations of the community, particularly from a long term infrastructure perspective.

As noted in the response to Part 2, there needs to be appropriate financial strategies in place to fund supported long term projects, as identified.

It is important that such supported projects are included on forward works programs and any financial planning to inform decision making in the longer term.

#### **Part 5**

Council has a legislative requirement under the section 70B of the *Local Government Act 1993* to have a long term financial plan. While there is not legislative requirement on how often a long term financial plan is reviewed, Council uses its Financial Management Strategy as a guiding document for its annual budget process and frames discussion on the impact of budget decisions in any one year on future APBE processes.

The Financial Management Strategy is reviewed on an annual basis usually during December and January. As part of the review of the FMS, modelling is updated to include known changes in Council forecast income and expenditure for the current year along with changes in both the internal and external influences.

As stated on page 6 of Council's current FMS, the strategy is prepared to provide Council with a view to the future when developing its Annual Plan and Budget Estimates each year.

The strategy is 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 absorb the volatility inherent in revenues and expenses.
- Resources will be allocated to those that generate community benefit.

The strategy is a guiding document and does not lock Council into any budgetary decisions, but provides Council with context of the impact of both internal and external influences and decisions on its future financial performance when setting its Annual Plan and Budget Estimates.

However without a consistent lens through which to view annual budgetary decisions into the longer term, it may be difficult to sustain a long term strategy aimed at guiding Council to a particular financial outcome.

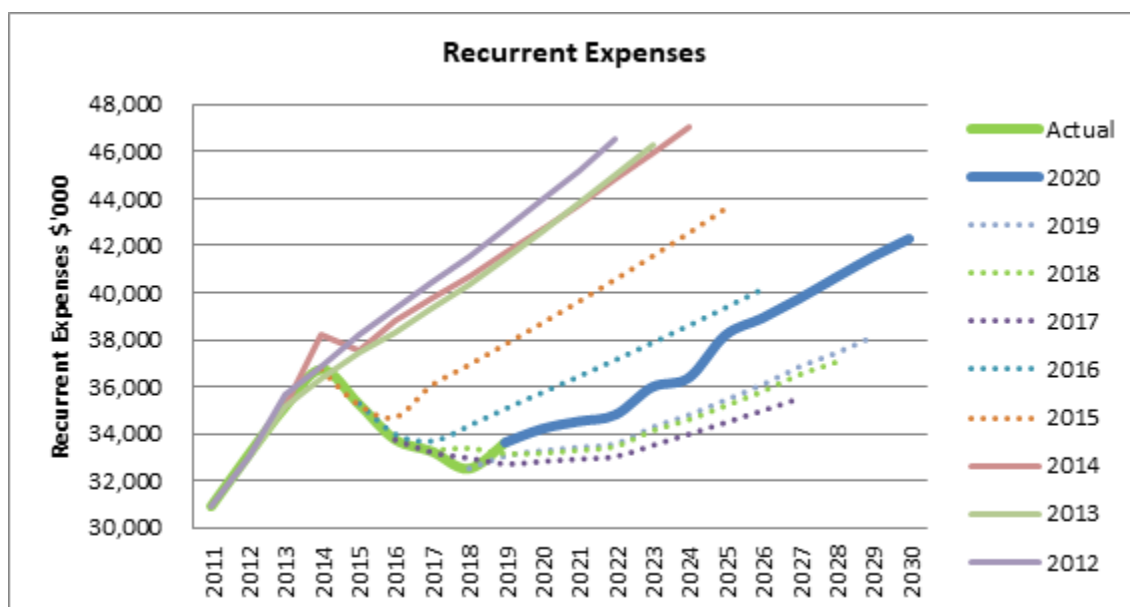
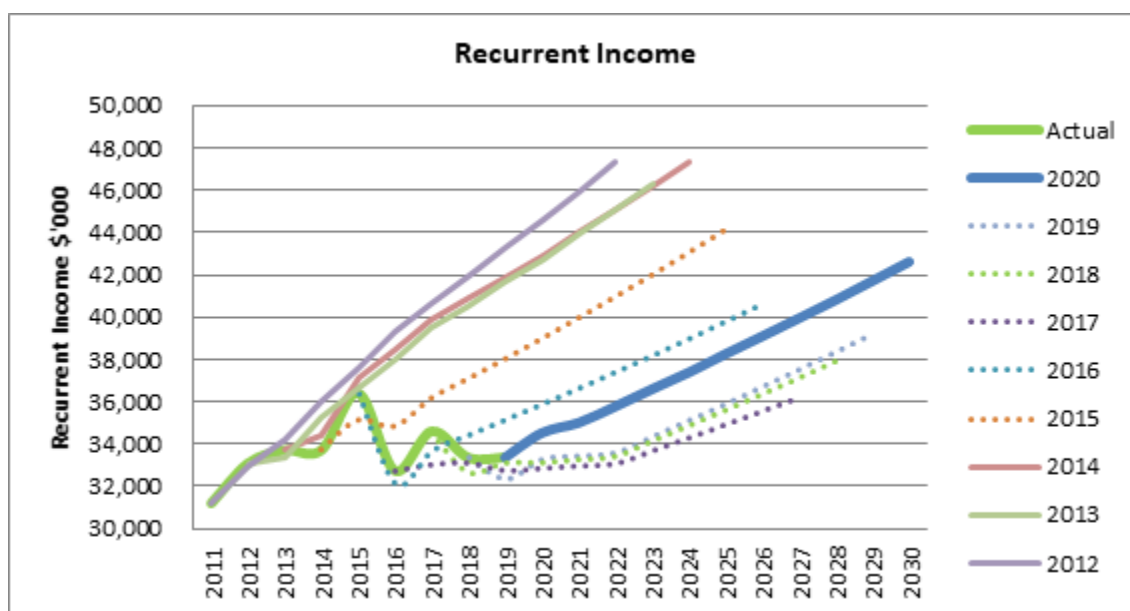
### **Part 6**

As requested by the Motion, attached to this report is a copy of the 2012 Financial Management Strategy endorsed by Council in April 2012. Also attached is a copy of the recently endorsed 2020 FMS.

In section 7 of the 2020 Financial Management Strategy recurrent income and expenses are tracked against the various iterations of the FMS (shown below).

The commentary in this section of the FMS notes:

*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.*



It should be noted that with each iteration of the FMS assumptions are reviewed and modified to reflect the desired strategy direction of Council.

The operating environment for Council is markedly different in 2020, compared to 2012, with a number of strategic decisions of Council changing income and expenditure assumptions over that time period.

While it is useful to reflect upon past performance and outcomes, the key role of the FMS is to provide a clear and sustainable financial strategy into the future, based upon the current and predicated future operating environment for Council.

**Risk**

The development and implementation of a long term FMS, is a risk mitigation measure to ensure that there is a clear understanding of Council's short and long term financial position, and in setting the framework for a sustainable financial future to inform short to medium term budgetary decisions.

As has been noted elsewhere in this report, the FMS commits to the following principles:

- 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 absorb the volatility inherent in revenues and expenses.
- Resources will be allocated to those that generate community benefit.

A risk in not having a robust and forward thinking FMS is not achieving these desired outcomes for the community.

Council has a legislative obligation to have a long term financial management strategy in place.

**Consultation**

Various Officers have assisted in preparing this report.

**ATTACHMENTS**

- 1 [!\[\]\(c44db1e92ba1244b2894d325c806ff8a\_img.jpg\) Financial Management Strategy 2022 \(2012\)](#)
- 2 [!\[\]\(013e914f6af0e7d8e9ce37222ef64968\_img.jpg\) Financial Management Strategy 2030 \(2020\)](#)

**COUNCIL RESOLUTION****Resolution number: MO069-20****MOVED:** Cr S Kons**SECONDED:** Cr K Dorsey***“THAT Council:***

- 1) That decision made by Council on February 18th 2020 be reversed and that Council honours its commitment to the ratepayers introduced in 2017 that rates be reduced by 1% (excluding fire levies) over a 5 year period from 2017-18 to 2021-22.***
- 2) That the following projects, Coastal pathway at Round Hill, multi purpose sports stadium, and renewal of the 50 metre pool which were used as an excuse to scrap the commitment to bringing down rates be only considered when and if the Commonwealth and State Government provide a significant commitment to funding them.***
- 3) That the General Manager explain why he advised Council that this was possible and why is it now not within his competence to deliver on a personal commitment to reduce rates and does he take personal responsibility for of providing wrong advice to the Council or is it a matter of it is too hard.***
- 4) That speculative projects not be included in setting Council budgets or Council budget deliberations to justify rate increases.***
- 5) The Financial Management Strategy be updated in future years after the budget setting process has concluded as the way it is currently being undertaken (done before the budget process) reinforces an attitude of lets see what we can rake in and then go to town spending it.***
- 6) That the first Financial Management Strategy produced in 2012 be made an attachment to the advice provided to the motion presented here which forecast Councils position 10 years hence and the current one so that a comparison can be made between the two expectations to indicate accuracy.”***

***The matter was not put due to the following procedural motion***

**COUNCIL RESOLUTION****MOVED:** Cr T Brumby**SECONDED:** Cr K Dorsey

---

**"THAT the matter be deferred."**

For: Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr D Pease.

Against: Cr S Kons, Cr G Simpson, Cr T Bulle.

***CARRIED***

Deputy Mayor G Simpson vacated the chair and Mayor S Kons resumed the chair, the time being 7.58pm.



# **FINANCIAL MANAGEMENT STRATEGY 2022**

**(as adopted by Council 17 April 2012)**





## FINANCIAL MANAGEMENT STRATEGY

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## FINANCIAL MANAGEMENT STRATEGY

### 1. EXECUTIVE SUMMARY

The Financial Management Strategy (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.

The following targets have been set in the strategy and have been determined to be an appropriate measure of financial sustainability:-

- To achieve an operating margin ratio of 1.00.
- To maintain a current ratio above 1.10.
- To maintain a cash balance above \$4 million.

In preparing the strategy following assumptions have been used:

- Statutory fees and fines, grants, reimbursements and other income to increase by the five year average CPI (2.86%) for Hobart.
- Interest revenue is based on the WAIR (5.23%) of the cash held.
- User fees with the exception of waste management fees to increase by the five year average CPI (2.86%) for Hobart. Waste management fees to increase by 15% each year from 2013 through to 2016 and then CPI (2.86%) from 2017 to 2022.
- Rates with the exception of waste management service charges to increase by the five year average CCI (3.32%) for Hobart. Waste management charges to increase by 12% each year from 2013 through to 2016 and then CCI of 3.32% from 2017 to 2022.
- Employee cost will increase in accordance with the current EBA. Increases of CPI (2.86%) from 2015 to 2022.
- Operational savings targets of \$0.300m in 2013 and \$0.150m in 2014 have been set.
- Depreciation for infrastructure, waste, car parking, drainage, and parks and reserves assets will increase by the four year Council Cost Index of 3.32%. Transport and bridge infrastructure will increase by the five year average ABS Index 3101: Road and Bridge construction index of 4.19%.
- Other expenses items at average CPI (2.86%).
- Growth of 2.86% in receivables, other assets, payables and provisions.
- Property, infrastructure, plant and equipment are based on movement in depreciation, valuations and acquisition and disposal.



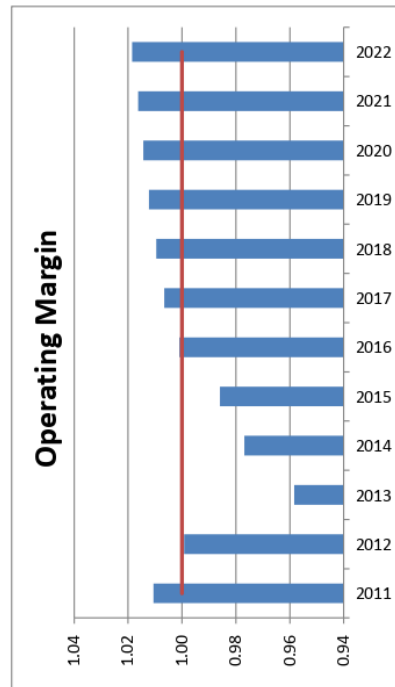
## FINANCIAL MANAGEMENT STRATEGY

The base for the preparation of the FMS is the forecast for 2011/2012 with the following adjustments:

- An additional \$1.983m in additional waste costs relating to the migration to a new waste disposal system in September 2012.
- A reduction in materials and services of \$0.170m relating to one-off legal expenses incurred during 2012.
- A reduction of \$0.293m in major maintenance expenditure. Expenditure levels in 2011/2012 were higher than the average required. As a result \$0.358m has been allowed for major maintenance expenditure from 2012/2013. This is based on the average expenditure over the last six years.

Major Maintenance Expenditure	\$'000
30 June 2012	561
30 June 2011	281
30 June 2010	363
30 June 2009	393
30 June 2008	252
30 June 2007	297
<b>Average</b>	<b>358</b>

The operating margin for the FMS meets the objective of 1.00 from 2016 onwards. 2013 will be impacted by significant increases in waste management costs. A strategy has been included to increase in waste management rates and fees and charges from 2013 to 2016 to fully recover waste costs. Council will incur operational losses equivalent to the loss incurred for waste services from 2013 through to 2015 returning to surplus from 2016 onwards. This is demonstrated in the following table:

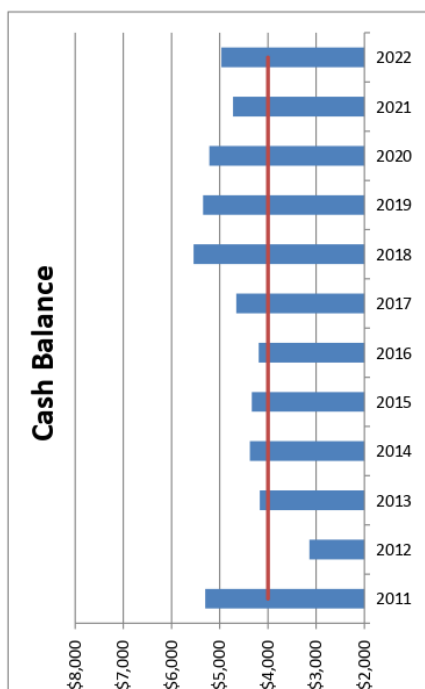
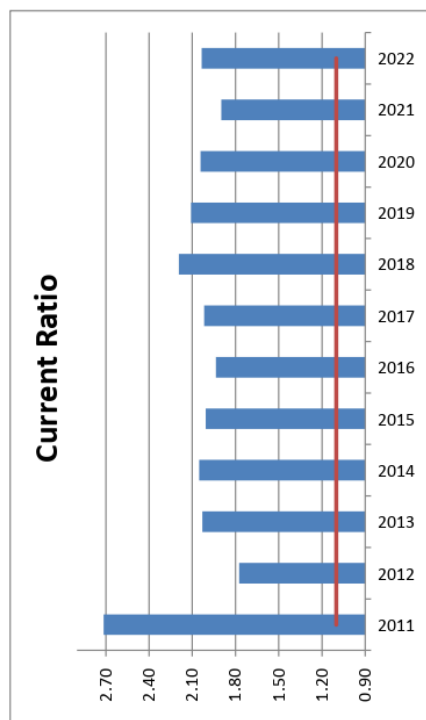




## FINANCIAL MANAGEMENT STRATEGY

The current ratio for the FMS meets the objective of 1.10. This is demonstrated in the following table:

The following graph provides the estimated cash balance at the end of each period. Council will not achieve its target in 2012 but through appropriate restraint with capital and operational expenditure can return to target levels from 2013 onwards.





## FINANCIAL MANAGEMENT STRATEGY

### 1.1. Introduction

The FMS has been developed to provide the Burnie City 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:

- Prudent management of financial risks relevant to debt, assets and liabilities
- Provision of reasonable stability in the level of rate burden
- Consideration of the financial effects of Council decisions on future generations
- Full, accurate and timely disclosure of financial information

It is important to note that the FMS is not about deciding on what Council will spend on individual projects. The FMS 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.

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 regularly to reflect any strategies that arise from the Council planning process. This current version will continue to provide a framework for financial planning and will be further revised and expanded each year.

The FMS is to be reviewed each year following the preparation and endorsement of the Annual Financial Report and prior to the commencement of the development of the APBE for the coming year.

If Council follow the general thrust of the document when setting the APBE the organisation will show strong financial sustainability into the future.



FINANCIAL MANAGEMENT STRATEGY

1.2. 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.

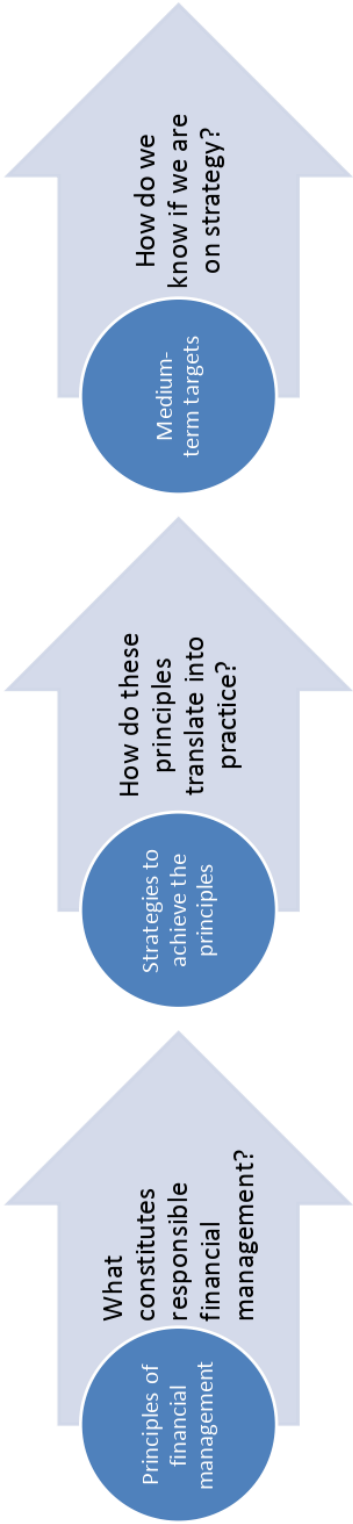




FINANCIAL MANAGEMENT STRATEGY

2. FINANCIAL PRINCIPLES

The following principles serve to guide Council in setting its financial management strategies. They are given practical effect through strategies. Strategies are measured by the setting of medium term targets. The following diagram demonstrates the process.





## FINANCIAL MANAGEMENT STRATEGY

### 2.1. 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.

### 2.2. 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.

### 2.3. 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 changes volatility in revenues and expenses as a result of the changing economic environment can be absorbed.

### 2.4. 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.





## FINANCIAL MANAGEMENT STRATEGY

### 3. 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.

#### 3.1. Rating Strategy

Council recognises that rates and charges are an important source of revenue, representing some 59% of the total revenue received by Council annually.

Council acknowledges that it is necessary to balance the importance of rate revenue as a funding source with affordability of increases, particularly given the change to bi-annual general revaluations, and recent increases in valuations and subsequently rates for some properties classes in the municipality.

In acknowledgement of the capacity of the ratepayer to pay it has been determined to apply a differential general rate for residential, vacant and primary productions properties from this year. There is also a differential general rate in place for the CBD and commercial properties in Upper Burnie, South Burnie, Cooe and Wivenhoe.

#### 3.2. 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.

The service rates currently cover stormwater and waste management services. This user pays component is designed to reflect payment based on usage of services provided by Council.

Council will endeavour to strike a balance between the two elements to provide equity in the distribution of the rate burden across the municipality.

#### 3.3. Asset Management Strategy

The key objective of Council's Asset Management (AM) is to maintain Councils 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 has an Asset Management Policy to ensure 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.



## FINANCIAL MANAGEMENT STRATEGY

- o Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- o Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

Council's AM is based on the knowledge provided by various Asset Management Plans which set out capital expenditure requirements in future years.

### 3.4. Investment Strategy

The establishment of cash reserves provides the Council with a major source of working capital that can be accessed when other cash resources are exhausted. This reduces the Council's reliance on overdraft or debt to finance its operations.

Cash reserves require careful management to both achieve optimum investment incomes and to ensure that cash is available when needed for the 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. A mix of investment - 24-hour, seven day, 30, 60, 90 days and longer - will be used.

The primary tool for deciding on how much and how long to invest is the cash flow budget. It is important that 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 will need to ensure that enough funds are on hand at 30 June each year to ensure that all current liabilities can be met. A measure of liquidity is the current ratio which is discussed below.

### 3.5. Borrowing Strategy

Borrowings are an effective mechanism of linking the payment for assets (via debt repayments) to successive Council populations who receive benefits over the life of that asset. This matching concept is frequently referred to as 'inter-generational equity'.

Council will only borrow for capital expenditure, which will improve services to ratepayers. Borrowings may be used by Council as a funding source for new capital works projects. Asset renewals will be funded internally from cash reserves and cash provided from operating activities (mainly from depreciation).

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.

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

Council is currently debt free however will be drawing a loan of \$2.000m in June 2012 in order to support planned capital works for 2011-2012.



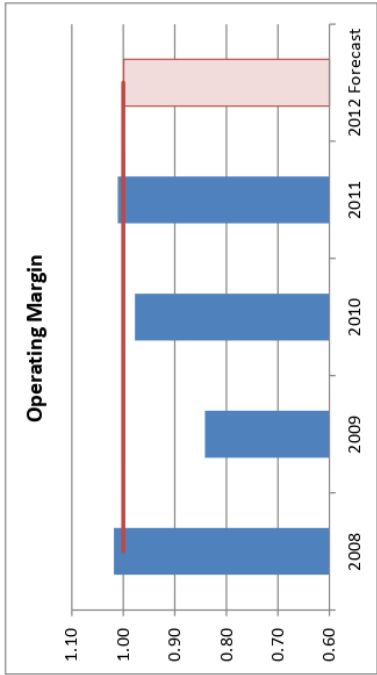
FINANCIAL MANAGEMENT STRATEGY

4. FINANCIAL TARGETS

The following five graphs summarise key ratios highlighting important aspects of Council's financial performance over the past five years and the forecast for 2010-11.

4.1. Operating Margin

The operating margin serves as an overall measure of operating effectiveness. A result less than 1.00 indicates an operating deficit. It is accepted that best practice dictates that operating deficits cannot be sustained in the longer term. The following graph shows Council's operating margins from 2007 through to the forecast operating margin for 2011.



The operating margin benchmark for Council is 1.00 which is the point where operating revenues equal operating expenditures. An Operating margin below the benchmark would indicate that council might not be generating sufficient revenue to fulfil its operating requirements.

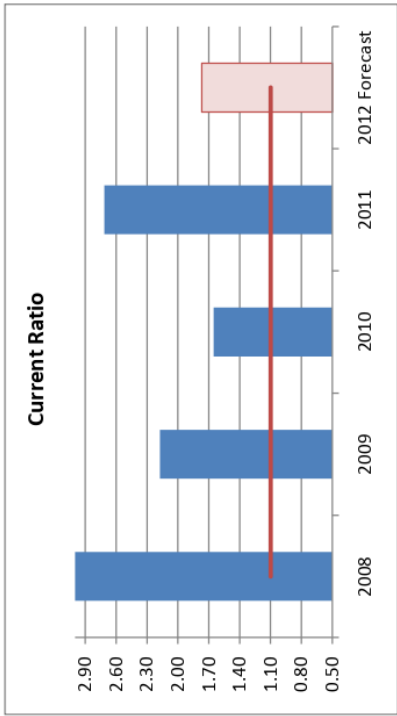
4.2. Current Ratio

The current ratio measures the liquidity, or cash, position of Council. That is, Council's ability to meet its debt 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 cash flows and credit policies and collection of debts.



FINANCIAL MANAGEMENT STRATEGY

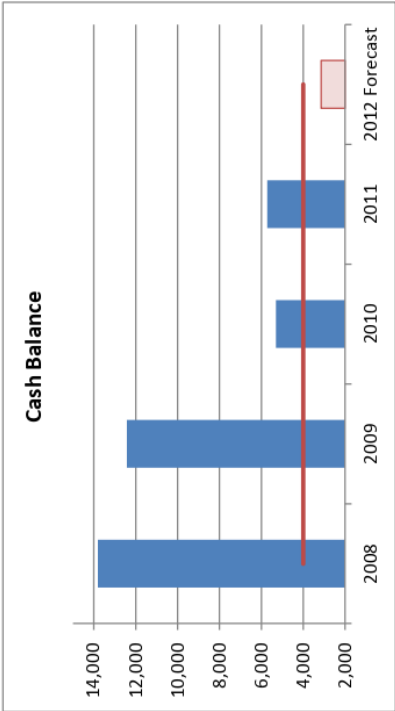


The benchmark proposed is 1.1, which indicates that Council has more cash and liquid assets than short-term liabilities if achieved.

In all years since 2008 Council's ratio has been equal to or greater than 1.10 indicating that through good management and planning Council has been able to meet all short-term liabilities comfortably.

4.3. Cash Balance

Cash represents money on hand at the end of each year. Some of this cash is restricted and must be used to meet long service leave obligations, grant funding obligations and to meet general working capital requirements at the beginning of the new financial year (for example to pay accounts payable as at 30 June). The proposed benchmark of \$4,000m is not expected to be achieved for 2011/2012. Based on the budget adopted, the cash balance was expected to be \$3.6m as at June 2012 however based on current forecasts, this has been revised down to \$3.1m.





FINANCIAL MANAGEMENT STRATEGY

5. FINANCIAL PROJECTIONS

The financial statements included in the FMS portray the projected long-term financial position of the Burnie City Council over the next ten years.

The FMS presents financial statements, as follows:

- o Comprehensive Income Statement
- o Statement of Cash Flows
- o 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.

5.1. Modelling methodology

Following each Statement are descriptions of the assumptions specifically applied to produce the long-term estimates. On a more overall sense however, it is worthwhile detailing the approach to the modelling process as broad percentages have not been universally applied.

The forecast budget result for 30 June 2012 has been used as the base point used for modelling.

Whilst the FMS uses the more specific assumptions as detailed in the pages that follow, it will not remove the ongoing desire of Council to achieve operational efficiencies. 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, funds will be dedicated to asset renewal or maintenance where applicable.

5.2. Price Indexes

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 following table.

Consumer Price Index Hobart	
Dec 2006 to Dec 2007	2.90%
Dec 2007 to Dec 2008	3.30%
Dec 2008 to Dec 2009	2.60%
Dec 2009 to Dec 2010	2.30%
Dec 2010 to Dec 2011	3.20%
Average	2.86%

The Local Government Association of Tasmania (LGAT) releases an annual Council Cost Index (CCI) each year using a combination of the CPI and the Building Construction Index (BCI) to set a costing benchmark more suitable to local government.



## FINANCIAL MANAGEMENT STRATEGY

The CPI reflects the general movement in costs in terms of groceries and other consumables while the BCI reflects the cost of providing and maintaining roads, drainage, parks, community facilities and other local government services.

### LGAT Council Cost Index

Dec 2007 to Dec 2008	3.56%
Dec 2008 to Dec 2009	4.35%
Dec 2009 to Dec 2010	3.65%
Dec 2010 to Dec 2011	1.70%
<b>Average</b>	<b>3.32%</b>

### ABS Index 3101: Road and Bridge Construction

Dec 2006 to Dec 2007	4.80%
Dec 2007 to Dec 2008	8.21%
Dec 2008 to Dec 2009	0.38%
Dec 2009 to Dec 2010	2.33%
Dec 2010 to Dec 2011	5.23%
<b>Average</b>	<b>4.19%</b>

### 5.3. Impacts from Carbon Tax

Price impacts from the introduction of the Carbon Tax are currently unknown and therefore have not been provided for in financial projections. The level to which Council can prepare and adjust for the Tax is somewhat limited by Councils understanding of its own emissions profile. The likely direct cost increases for Council from the proposed introduction include:

- Electricity (Burnie Arts and Function Centre, Burnie Aquatic Centres, street lighting etc).
- Fuel (via the reduction in the Fuel Tax Credits Scheme rebate). Council will receive approximately 6 cents per litre less: and
- Waste management (landfill charges). The cost implication for landfill is unknown at this stage
- Potential increase in the cost of goods and services (raw materials such as steel, bitumen, concrete, timber etc).



## FINANCIAL MANAGEMENT STRATEGY

## 5.4. Comprehensive Income Statement

	Actual 2011 \$'000	Estimate 2012 \$'000	Forecast 2012 \$'000	2013 \$'000	2014 \$'000	2015 \$'000	2016 \$'000	Strategic Projections				2021 \$'000	2022 \$'000
								2017 \$'000	2018 \$'000	2019 \$'000	2020 \$'000		
<b>Income</b>													
Rates and charges	17,910	18,642	18,715	19,567	20,493	21,494	22,577	23,320	24,087	24,880	25,698	26,543	27,417
Statutory fees and fines	849	856	747	768	790	813	836	860	885	910	936	963	990
User fees	7,027	7,386	8,149	8,442	8,760	9,095	9,476	9,882	10,165	10,456	10,755	11,062	11,378
Grants	3,829	3,729	3,919	4,031	4,146	4,265	4,387	4,512	4,641	4,774	4,911	5,051	5,196
Reimbursements	422	78	195	181	182	187	193	198	204	210	216	222	228
Other income	349	433	411	434	446	459	472	486	500	514	529	544	559
Interest	436	435	435	427	477	503	511	514	546	573	575	572	585
Dividends	370	361	405	342	709	846	870	895	920	946	974	1,001	1,030
<b>Total income</b>	<b>31,192</b>	<b>31,920</b>	<b>32,976</b>	<b>34,193</b>	<b>36,004</b>	<b>37,662</b>	<b>39,322</b>	<b>40,668</b>	<b>41,948</b>	<b>43,263</b>	<b>44,593</b>	<b>45,959</b>	<b>47,384</b>
<b>Expenses</b>													
Employee benefits	11,691	11,382	11,638	12,184	12,416	13,071	13,445	13,829	14,225	14,631	15,050	15,480	15,923
Materials and services	9,545	10,197	11,042	12,782	13,435	13,820	14,215	14,621	15,039	15,470	15,912	16,367	16,835
Impairment of debts	44	3	3	3	3	3	3	3	4	4	4	4	4
Depreciation and amortisation	6,910	7,178	7,466	7,662	7,881	8,107	8,343	8,589	8,844	9,109	9,385	9,671	9,970
Finance costs	-	-	-	114	104	95	85	74	63	51	39	25	11
Other expenses	2,676	2,816	2,852	2,934	3,017	3,104	3,193	3,284	3,378	3,474	3,574	3,676	3,781
<b>Total expenses</b>	<b>30,866</b>	<b>31,576</b>	<b>33,001</b>	<b>35,678</b>	<b>36,856</b>	<b>38,200</b>	<b>39,284</b>	<b>40,400</b>	<b>41,552</b>	<b>42,739</b>	<b>43,963</b>	<b>45,224</b>	<b>46,524</b>
<b>Surplus/(deficit) before:</b>	<b>326</b>	<b>344</b>	<b>(25)</b>	<b>(1,486)</b>	<b>(852)</b>	<b>(538)</b>	<b>38</b>	<b>267</b>	<b>396</b>	<b>524</b>	<b>629</b>	<b>736</b>	<b>860</b>
<b>Operating Margin</b>	<b>1.01</b>	<b>1.01</b>	<b>1.00</b>	<b>0.96</b>	<b>0.98</b>	<b>0.99</b>	<b>1.00</b>	<b>1.01</b>	<b>1.01</b>	<b>1.01</b>	<b>1.01</b>	<b>1.02</b>	<b>1.02</b>
Contributions - non-monetary assets	340	-	-	-	-	-	-	-	-	-	-	-	-
Capital grants	3,245	2,817	2,917	373	373	373	373	373	373	373	373	373	373
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	(58)	-	-	-	-	-	-	-	-	-	-	-	-
<b>Surplus/(deficit) before:</b>	<b>3,853</b>	<b>3,161</b>	<b>2,892</b>	<b>(1,113)</b>	<b>(479)</b>	<b>(165)</b>	<b>411</b>	<b>640</b>	<b>769</b>	<b>897</b>	<b>1,002</b>	<b>1,109</b>	<b>1,233</b>
<b>Other comprehensive income</b>													
Net asset revaluation increment/(decrement)	18,913	7,866	5,398	8,285	8,466	8,697	8,951	9,233	9,511	9,789	10,111	10,444	10,801
Fair value adjustment to assets held for sale	206	-	-	-	-	-	-	-	-	-	-	-	-
<b>Comprehensive result</b>	<b>22,972</b>	<b>11,027</b>	<b>8,290</b>	<b>7,172</b>	<b>7,987</b>	<b>8,532</b>	<b>9,362</b>	<b>9,873</b>	<b>10,280</b>	<b>10,686</b>	<b>11,114</b>	<b>11,553</b>	<b>12,034</b>





## FINANCIAL MANAGEMENT STRATEGY

### Notes:

The above statement has been prepared by setting percentage increases for the various classes of expenditure and income and then reviewing each general ledger account for areas where a variance to this pattern is likely to occur. In many instances, the straight use of the below percentages will therefore not produce the same outcome shown above.

#### 1. Rates and charges

Rates and charges are an important revenue stream for Council and is estimated to make up 59% of total Council operating revenue in 2011-12. 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 following factors will influence the level of rates and charges:-

- Distribution and level of Commonwealth and state funding (refer government grants comments below)
- Socio-economic profile of the area (capacity to pay)
- User-pays policies (refer user pays comments below)
- Level and range of services including the level of regional responsibility

The existing rating structure comprises two types of rates – general and service.

### General Rate

The general rate is calculated on a cent in the dollar amount, based on the AAV of a property. The AAV is an assessment of the market value of a property at a specified date in accordance with legislation. The Valuer-General determines the AAV under the Land Valuations Act 2001.

The general rate pays for general services including:-

- Building maintenance
- Roads, streets, kerb & channel, footpaths, street furniture, and street lighting
- Parks, reserves and sporting facilities
- Burnie Aquatic Centre
- Environmental services, land use, building & development control, parking, animal control, cemeteries
- Burnie Arts & Function Centre
- Burnie Regional Art Gallery
- Pioneer Village museum
- Tourism, Marketing & Events
- Youth Services
- Economic & Business Development

The financial modelling in this strategy includes a provision for the General rates to increase by no more than 3.32% each year in line with the Council Cost Index. This increase is only indicative. Council will minimise any increase in rate by minimising costs where possible.





## FINANCIAL MANAGEMENT STRATEGY

### Service Rates & Charges

Service rates have been increased by 3.32% in each year in line with CCI. Waste management charges have been increased by a further 12% from years 2013 through to 2016 to cover significant increases anticipated in the provision of waste management services.

- o Storm water - Covers maintenance & upgrade of connections, drainage, and storm water removal systems including from roads and funds programs to improve municipal storm water removal systems.
- o Waste management - Covers waste collection including recycling, and running the waste management centre.
- o Fire levy - This charge is collected on behalf of the state fire commission for fire protection services.

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

	Forecast		Strategic Projections								
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
General Rate	13,797	14,255	14,728	15,217	15,723	16,245	16,784	17,341	17,917	18,512	19,126
Waste Service Charges	2,046	2,359	2,721	3,138	3,618	3,739	3,863	3,991	4,123	4,260	4,402
Fire Levies	1,336	1,374	1,414	1,454	1,496	1,538	1,582	1,628	1,674	1,722	1,771
Stormwater Service Charges	1,394	1,440	1,488	1,538	1,589	1,641	1,696	1,752	1,810	1,870	1,932
% increases in revenue	18,573	19,429	20,351	21,347	22,425	23,163	23,925	24,712	25,525	26,364	27,232
Add: Supplementary Rates	142	138	143	147	152	157	162	168	173	179	185
<b>Total rates and charges</b>	<b>18,715</b>	<b>19,567</b>	<b>20,493</b>	<b>21,494</b>	<b>22,577</b>	<b>23,320</b>	<b>24,087</b>	<b>24,880</b>	<b>25,698</b>	<b>26,543</b>	<b>27,417</b>



## FINANCIAL MANAGEMENT STRATEGY

Whilst there is a significant allowance for waste service charge increases, the increased cost of providing waste services will be recovered fully within 4 years (by year 2016) whilst containing overall rating increases to a maximum of 5% per annum.

### *Supplementary Valuations*

An allowance has been made each year for supplementary rate revenue. Rate revenue from supplementary valuations (for new homes for example) is unknown and therefore estimates are based on the average supplementary rate revenue raised over the past 5 years.

Supplementary Rates Revenue		\$'000
30 June 2007		90
30 June 2008		154
30 June 2009		66
30 June 2010		164
30 June 2011		218
Average		138

### 2. 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 statutory fees and fines will increase by 2.86% per annum in line with the five year average for Hobart CPI.

### 3. 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, the hire of halls and sporting grounds, child care fees, aquatic centre fees, autism centre fees and rentals.

It has been assumed that user fees will increase overall by 2.86% per annum in line with Hobart CPI with the exception of waste management user fees which have been increased by a further 12% to cover increasing costs in the provision of waste management services.

### 4. Operational 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 remain constant and therefore the same level of FAG is expected to be received in future years. CPI of 2.86% has been applied.

### 5. Reimbursements

It has been assumed that reimbursements will increase by 2.86% per annum in line with CPI.



## FINANCIAL MANAGEMENT STRATEGY

### 6. Interest

Interest on investments has been calculated based on the estimated average level of investments held during the year. It has been estimated that 65% of rates revenue will be paid in full by the end of August. The average weighted interest rate for the last 6 years of 5.23% has been applied.

### 7. Dividends

It has been assumed that all guarantee fees and tax equivalent distributions will be paid by Cradle Mountain Water in line with its Corporate Plan.

### 8. Employee costs

Employee EBA increases from 2013 to 2014 have been allowed for in line with the current EBA (2.25% in October and a further 2% in April) and then 2.86% from 2015 onwards based on current five year average CPI.

This assumes that there will be no increase in staff numbers since the adoption of the 2011/12 budget estimates and that leave provisions will be managed so as not to exceed current levels.

### 9. Materials and services

It has been assumed that materials and services will increase by 2.86% per annum in line with Hobart CPI with the exception of waste management costs.

Material cost increases for the provision of waste management services effective from September 2012 have been allowed for.

It should be noted that increased operational costs resulting from future new capital works initiatives have not been factored in. To accommodate future service provision changes, it will be important for Council to continue to strive for operational efficiencies.

### 10. Impairment of debts

It has been assumed that impairment of debts will increase by 2.86% per annum in line with CPI.

### 11. Depreciation and amortisation

Depreciation is an accounting measure which attempts to allocate the value of an asset over its useful life. Depreciation on transport assets including roads and bridges have been indexed by 4.19% in line with the five year average ABS 1031: Road and bridge construction index. All other infrastructure assets have been indexed by the five year average increase in the average CCI of 3.32%. The indexation of assets held at fair value allows for rising costs of replacing those assets.

The relevant accounting and auditing standards clearly outline that depreciation is an approximation of the 'using up' of the asset. While there should be consistency in applying the depreciation methodology, it is important to annually review the estimated useful life, the residual value and the usage of the asset, making adjustments where necessary. It is assumed that no material adjustments will be required.



## FINANCIAL MANAGEMENT STRATEGY

The factors affecting the 'using up' of an asset are:

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

To accommodate future service provision changes, it will be important for Council to continue to strive for operational efficiencies.

### 12. 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.

It has been assumed that Council will not borrow any further funds over the 10 year period. A fixed interest rate of 5.77% has been used for \$2m borrowings planned for June 1012.

### 13. Other expenses

Other expenses include levies to state government for land tax and fire levies, water sewer and rates, remissions & discounts, auditor remuneration and losses on disposal of assets. It has been assumed that other expenses will increase by CPI each year 2.86%.

It has been assumed that all assets renewed will be fully depreciated and therefore no losses on disposal of assets will be incurred.

The remissions and discounts relate to a 4% discount granted to ratepayers paying rates prior to the specified discount date. The broad assumption in remissions and discounts is that the same number of people that took up the discount in 2011/12 will again pay their rates up front in future years. It has been assumed that discounts will increase by 3.32% each year in line with rate revenue increases equivalent to CCI.



## FINANCIAL MANAGEMENT STRATEGY

### 5.5. Statement of Cash Flows

Council needs to make sure that enough funds are on hand at year end to meet all current liabilities. This model will ensure Council's cash liquidity. A measure of liquidity is the current ratio which is discussed below. This strategy indicates that Council needs to maintain a cash balance of \$4 million. This strategy achieves this in all 10 years.

	Estimate		Forecast		Strategic Projections									
	2012	2012	2012	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Cash flows from operating activities														
User fees	7,386	8,626	8,442	8,760	9,095	9,476	9,882	10,165	10,456	10,755	11,062	11,378		
Other receipts	24,689	24,470	25,661	27,153	28,472	29,748	30,685	31,680	32,702	33,729	34,785	35,890		
Payments to suppliers	(10,109)	(13,710)	(12,730)	(13,382)	(13,765)	(14,158)	(14,563)	(14,980)	(15,408)	(15,849)	(16,302)	(16,768)		
Payments to employees	(11,300)	(11,717)	(12,086)	(12,316)	(12,968)	(13,338)	(13,720)	(14,112)	(14,516)	(14,931)	(15,358)	(15,797)		
Other payments	(2,804)	-	(2,934)	(3,017)	(3,104)	(3,193)	(3,284)	(3,378)	(3,474)	(3,574)	(3,676)	(3,781)		
Net cash provided by (used in) operating activities	7,862	7,669	6,354	7,197	7,731	8,535	9,000	9,375	9,759	10,130	10,511	10,922		
Cash flows from investing activities														
Payment for property, infrastructure and plant	(15,011)	(15,400)	(5,431)	(7,100)	(7,877)	(8,786)	(8,642)	(8,597)	(10,060)	(10,367)	(11,110)	(10,787)		
Capital grants	2,817	2,917	373	373	373	373	373	373	373	373	373	373		
Proceeds from sale of property, plant and equipment	136	136	-	-	-	-	-	-	-	-	-	-		
Net cash provided by (used in) investing activities	(12,058)	(12,347)	(5,058)	(6,727)	(7,504)	(8,413)	(8,269)	(8,224)	(9,687)	(9,994)	(10,737)	(10,414)		
Cash flows from financing activities														
Finance costs	-	-	(114)	(104)	(95)	(85)	(74)	(63)	(51)	(39)	(25)	(11)		
Repayment of interest bearing loans and borrowings	100	100	(152)	(162)	(171)	(181)	(192)	(203)	(215)	(227)	(241)	(255)		
Proceeds from interest bearing loans and borrowings	2,000	2,000	-	-	-	-	-	-	-	-	-	-		
Net cash provided by (used in) financing activities	2,100	2,100	(266)	(266)	(266)	(266)	(266)	(266)	(266)	(266)	(266)	(266)		
Net increase (decrease) in cash and cash equivalents														
(2,096)														
Cash and cash equivalents at the beginning of the financial year														
3,622														
Cash and cash equivalents at the end of the period														
4,966														
Represented By:														
Cash at Bank														
Investments														
3,622														
4,966														



FINANCIAL MANAGEMENT STRATEGY

Notes

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.

1. Sale of Assets

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

2. Receivables

It has been assumed that 65% of rate revenue will be collected by 31st August each year. It has also been assumed that all other receivable balances will increase by 2.86% in line with CPI.

3. Capital Works

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.

Asset renewal plans are based on current asset register renewal profiles for existing infrastructure.

Annual capital expenditure has been calculated using long term modelling of existing asset register data for infrastructure assets (roads, bridges, storm water, buildings, parks and reserves). Peaks and troughs occur in projections meaning that in some years the required renewals spend will be less than depreciation and in other years the required spend will be significantly more than depreciation expense. Peaks can occur as a result of the expiration of larger infrastructure asset lives. Actual expenditure requirements will vary where assets provide either a longer life than anticipated or a shorter life than anticipated. Asset useful lives are reviewed annually.

The annual depreciation expense has been used to calculate the required renewal spend for all other asset classes.



## FINANCIAL MANAGEMENT STRATEGY

## 5.6. 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.

	Actual 2011 \$'000	Estimate 2012 \$'000	Forecast 2013 \$'000	2014 \$'000	2015 \$'000	2016 \$'000	2017 \$'000	2018 \$'000	2019 \$'000	2020 \$'000	2021 \$'000	2022 \$'000
<b>Assets</b>												
<b>Current assets</b>												
Cash and cash equivalents	5,717	3,920	3,140	4,169	4,335	4,192	4,658	5,542	5,448	5,218	4,725	4,966
Trade and other receivables	3,183	3,421	2,901	2,984	3,157	3,247	3,340	3,436	3,534	3,635	3,739	3,846
Other assets	185	-	-	-	-	-	-	-	-	-	-	-
Inventories	207	189	209	221	227	234	241	248	255	262	269	277
<b>Total current assets</b>	<b>9,292</b>	<b>7,530</b>	<b>6,250</b>	<b>7,368</b>	<b>7,720</b>	<b>7,673</b>	<b>8,239</b>	<b>9,226</b>	<b>9,137</b>	<b>9,115</b>	<b>8,734</b>	<b>9,090</b>
<b>Non-current assets</b>												
Trade and other receivables	16	22	15	15	16	17	17	18	18	19	19	20
Investment in water corporation	58,088	57,882	58,088	58,088	58,088	58,088	58,088	58,088	58,088	58,088	58,088	58,088
Investments in associates	3,236	3,290	3,236	3,236	3,236	3,236	3,236	3,236	3,236	3,236	3,236	3,236
Property, infrastructure, plant and equipment	262,878	262,216	276,160	282,214	298,366	307,759	317,045	326,310	337,050	348,144	360,027	371,646
<b>Total non-current assets</b>	<b>324,218</b>	<b>323,410</b>	<b>337,499</b>	<b>351,239</b>	<b>359,706</b>	<b>369,100</b>	<b>378,386</b>	<b>387,652</b>	<b>398,392</b>	<b>409,487</b>	<b>421,371</b>	<b>432,990</b>
<b>Total assets</b>	<b>333,510</b>	<b>330,940</b>	<b>343,749</b>	<b>358,904</b>	<b>367,426</b>	<b>376,773</b>	<b>386,625</b>	<b>396,877</b>	<b>407,529</b>	<b>418,601</b>	<b>430,104</b>	<b>442,079</b>
<b>Liabilities</b>												
<b>Current liabilities</b>												
Trade and other payables	1,739	3,091	1,791	1,842	1,949	2,005	2,062	2,121	2,182	2,244	2,308	2,374
Trust funds and deposits	153	203	129	133	140	144	149	153	157	162	166	171
Financial liabilities	-	163	152	171	181	192	203	215	227	241	255	-
Provisions	1,530	1,374	1,450	1,491	1,578	1,623	1,670	1,717	1,766	1,817	1,869	1,922
<b>Total current liabilities</b>	<b>3,422</b>	<b>4,831</b>	<b>3,522</b>	<b>3,628</b>	<b>3,757</b>	<b>3,964</b>	<b>4,083</b>	<b>4,206</b>	<b>4,332</b>	<b>4,464</b>	<b>4,599</b>	<b>4,468</b>
<b>Non-current liabilities</b>												
Financial liabilities	-	1,837	1,848	1,685	1,514	1,141	938	723	496	255	-	-
Provisions	1,960	1,443	1,961	2,017	2,134	2,195	2,258	2,323	2,389	2,457	2,528	2,600
<b>Total non-current liabilities</b>	<b>1,960</b>	<b>3,280</b>	<b>3,809</b>	<b>3,702</b>	<b>3,589</b>	<b>3,336</b>	<b>3,196</b>	<b>3,046</b>	<b>2,885</b>	<b>2,712</b>	<b>2,528</b>	<b>2,600</b>
<b>Total liabilities</b>	<b>5,382</b>	<b>8,111</b>	<b>7,331</b>	<b>7,330</b>	<b>7,316</b>	<b>7,301</b>	<b>7,279</b>	<b>7,252</b>	<b>7,217</b>	<b>7,176</b>	<b>7,126</b>	<b>7,068</b>
<b>Net Assets</b>	<b>328,128</b>	<b>322,829</b>	<b>336,418</b>	<b>343,591</b>	<b>351,579</b>	<b>369,473</b>	<b>379,345</b>	<b>389,625</b>	<b>400,311</b>	<b>411,425</b>	<b>422,978</b>	<b>435,012</b>
<b>Equity</b>												
Accumulated surplus	244,873	248,130	248,724	251,617	250,504	250,025	250,271	250,911	251,680	252,577	253,579	254,688
Surplus/(deficit)	3,853	3,161	2,892	(1,113)	(479)	411	640	769	897	1,002	1,109	1,233
Reserves	79,402	71,538	84,802	93,087	110,553	119,201	128,434	137,945	147,735	157,846	168,290	179,091
<b>Total Equity</b>	<b>328,128</b>	<b>322,829</b>	<b>336,418</b>	<b>343,591</b>	<b>351,579</b>	<b>369,473</b>	<b>379,345</b>	<b>389,625</b>	<b>400,311</b>	<b>411,425</b>	<b>422,978</b>	<b>435,012</b>
<b>CURRENT RATIO</b>	<b>2.72</b>	<b>1.56</b>	<b>1.77</b>	<b>2.03</b>	<b>2.05</b>	<b>1.94</b>	<b>2.02</b>	<b>2.19</b>	<b>2.11</b>	<b>2.04</b>	<b>1.90</b>	<b>2.03</b>





## FINANCIAL MANAGEMENT STRATEGY

### Notes:

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 Operating Statement, is provided below.

#### 1. Cash and cash equivalent

Cash and investments are forecast to increase from 2013 through to 2015 to allow for the larger capital renewal expenditure requirements of 2016 and 2017.

The allowance of funds to undertake required assets renewals is considered important for long term financial sustainability.

This strategy purports that Council maintain a level of investments of \$4 million to cover working capital requirements. (ie enough cash-reserves to cover outstanding short term liabilities like payables and leave liabilities).

#### 2. Trade and other receivables

It has been assumed that the level of receivables will increase by 3.0% in line with CPI.

#### 3. Inventories

It has been assumed that the level of inventories will increase by 3.0% in line with CPI.

#### 4. Investment in water corporation

It has been assumed that the value of Councils investment in Cradle Mountain Water will remain constant with no movement in value and no additional investment.

#### 5. Investment in associates

It has been assumed that the value of Councils investment in Burnie Airport Corporation, Tas Communications, and Burnie Sports & Events will remain constant with no movement in value and no additional investment.

#### 6. Property, infrastructure, plant and equipment

The balance of non-current assets is the outcome of projected capital expenditure, depreciation, asset disposals and indexation of asset values each year. A reconciliation of projected movements in property, infrastructure, plant and equipment is as follows:-

#### 7. Trade and other payables

The balance of payables is difficult to predict as it depends mainly on the progress and timing of the capital work program. Changes in payables balances from one year to another will affect cash flow as at 30 June. The payables balance has been estimated using the forecast balance as at 30 June 2012 plus CPI of 2.86%.





## FINANCIAL MANAGEMENT STRATEGY

### 8. Trust funds and deposits

It has been assumed that trust funds and deposits will increase by 3.0% in line with CPI.

### 9. Provisions

It has been assumed that the level of staff positions will remain constant and that leave balances will be managed so that leave provisions remain constant.

### 10. Financial Liabilities

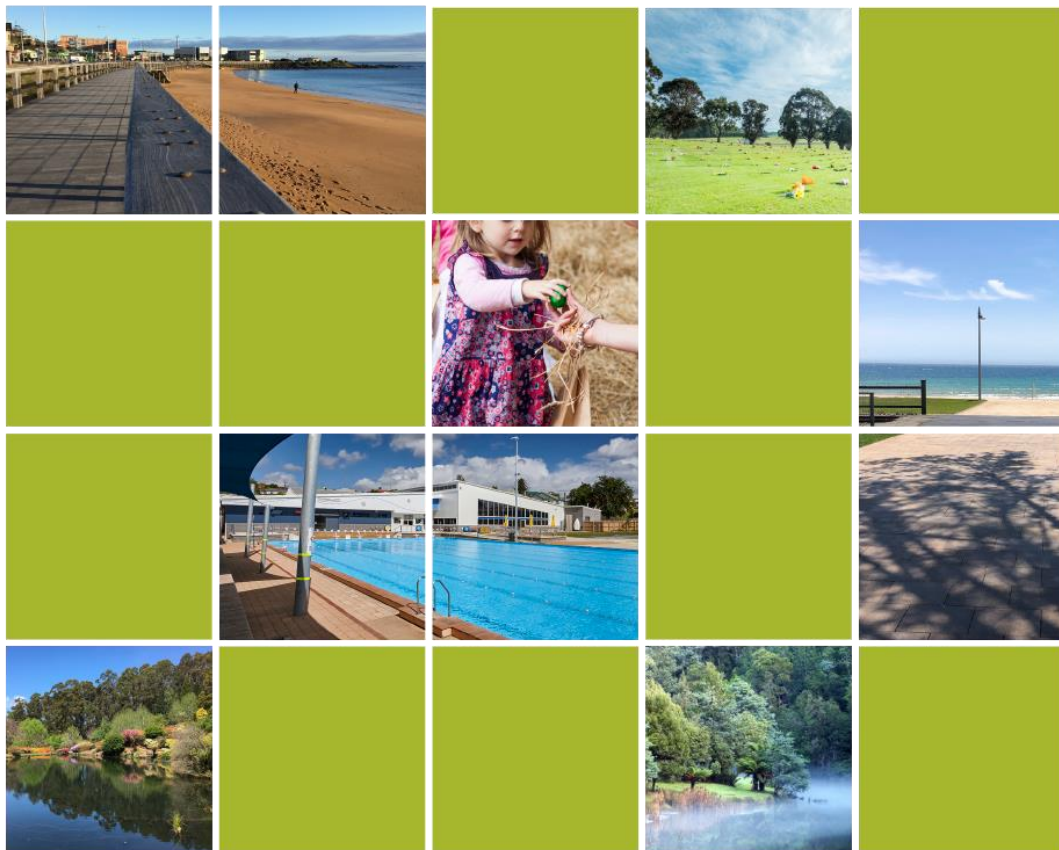
There are no additional borrowings allowed for from 2013 onwards.

### 11. Community Equity

The community equity movement over the life of this strategy is a result of the operating result projected each year.

### 12. Reserves

The reserves balance has increased each year by the asset revaluation amount applied to non-current infrastructure assets. Refer to the reconciliation of projected movements in property, infrastructure, plant and equipment.



## FINANCIAL MANAGEMENT STRATEGY

Approved 18 February 2020

2020– 2030



## Burnie City Council

## Financial Management Strategy

**Financial Management Strategy**Approved By: **Council**Document Code: **GL-CBS-FIN-001**Version: **10.0** File: 13/16/4Doc Controller: **Executive Manager  
Corporate Finance**Approved Date: **18 Feb 2020**Next Review Date: **28 Feb 2020****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:	Item AO049-20, 18 February 2020
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 ( <a href="http://www.burnie.net">www.burnie.net</a> ).
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.

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## 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:-

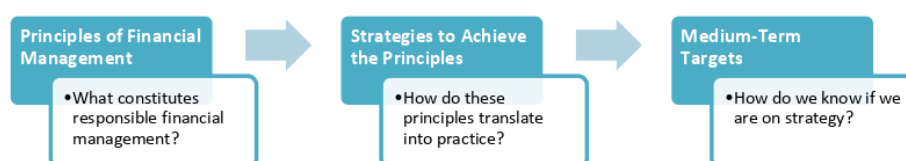
The community's finances will be managed responsibly to enhance the wellbeing of residents.

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

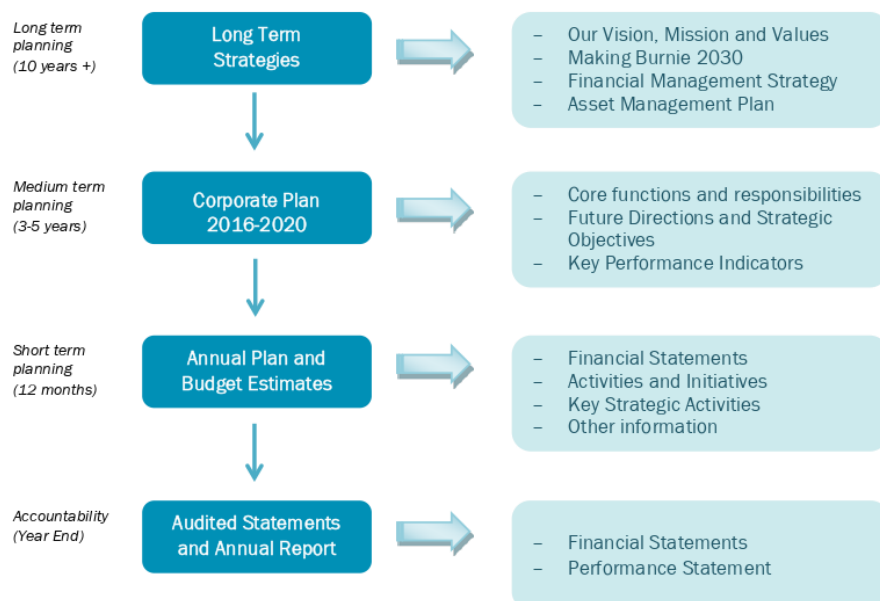
Council's strategic planning framework guides Council in identifying community needs and aspirations over the long term (Our Vision), medium term (Strategic Plan) and short term (Annual Plan and Budget Estimates), and holds itself accountable through the Audited Financial Statements and Annual Report.

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.

## Burnie City Council

## Financial Management Strategy



## 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:-

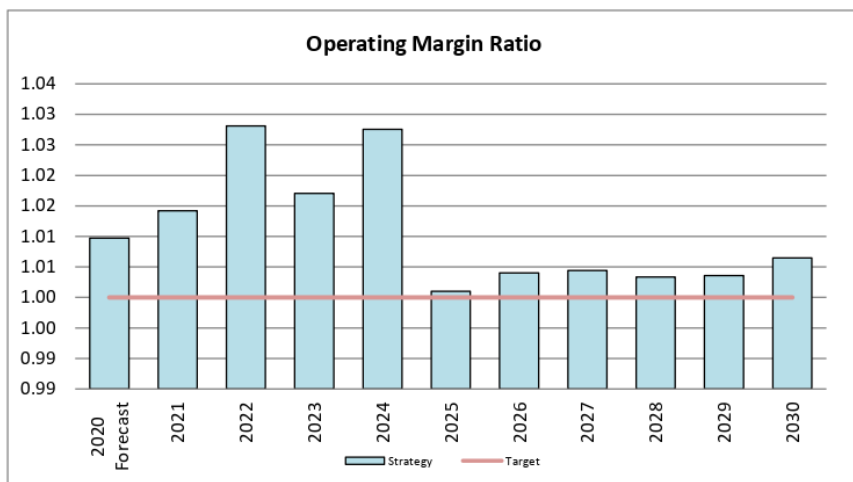
- To achieve an operating margin of 1.00
- To maintain a current ratio above 1.10

#### 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.



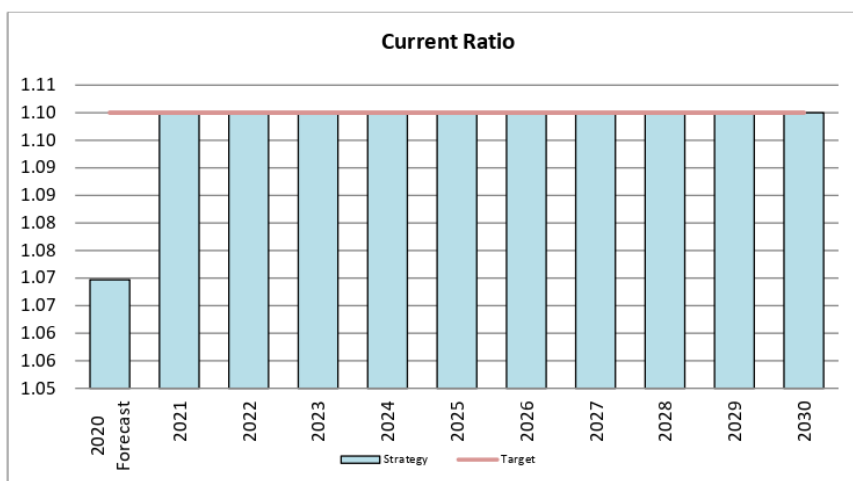
## Burnie City Council

## Financial Management Strategy

**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.



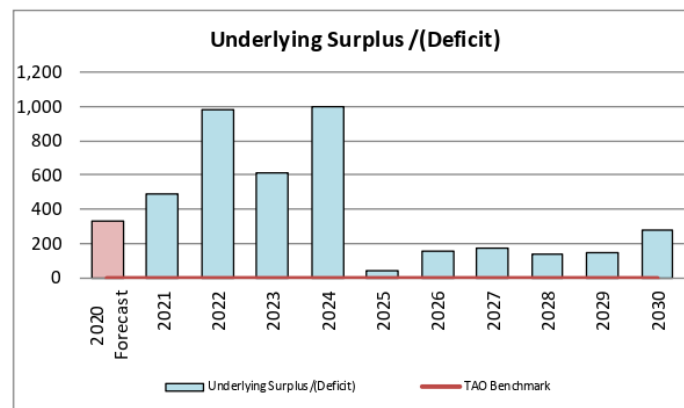
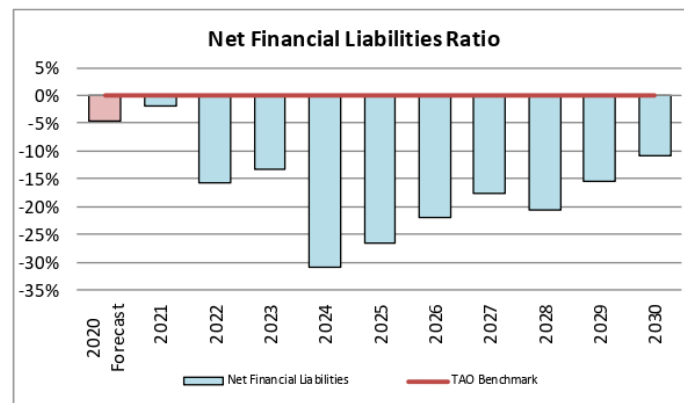
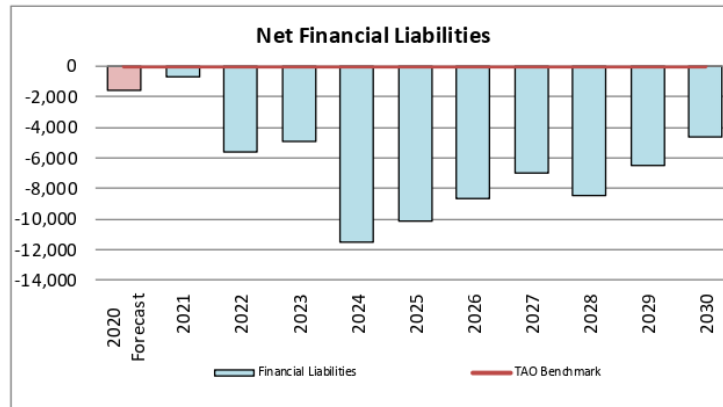
### 5.3 Financial Management Indicators

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
<b>Net financial liabilities</b>	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
<b>Net financial liabilities ratio</b>	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	✓
<b>Underlying surplus or deficit</b>	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	✓
<b>Underlying surplus or deficit and ratio</b>	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	✓
<b>Asset renewal funding ratio</b>	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
<b>Asset sustainability ratio</b>	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

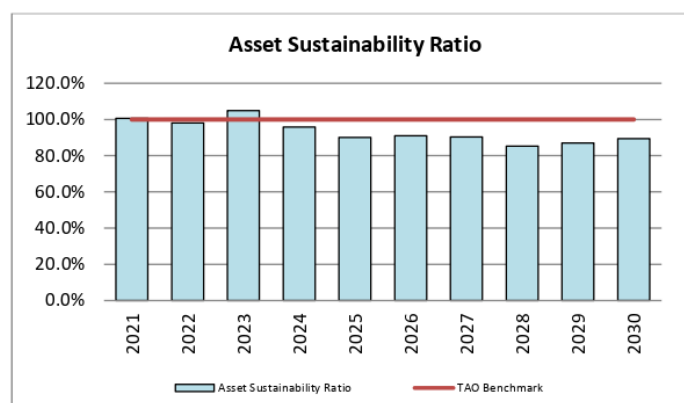
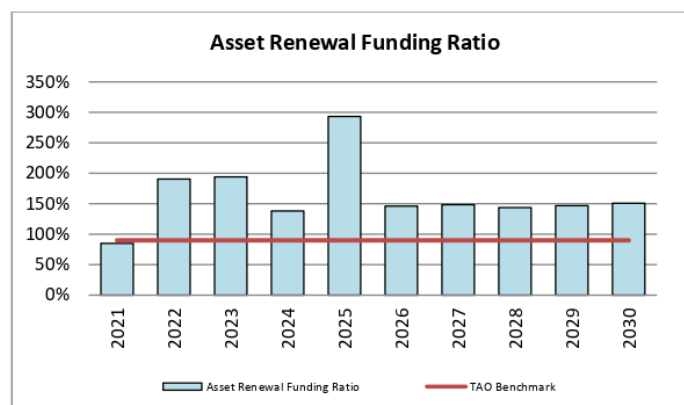
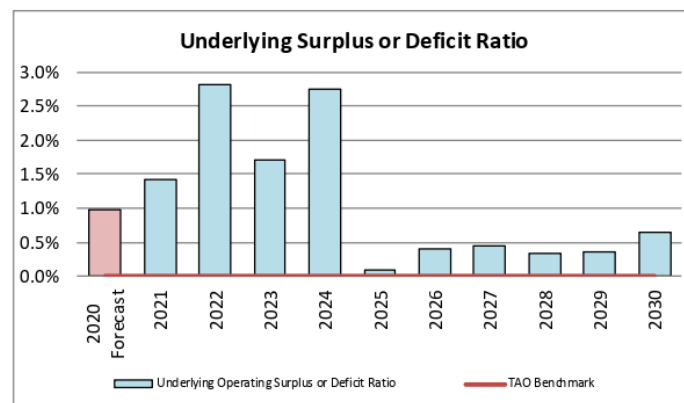
## Financial Management Strategy





## 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%
<b>Average</b>	<b>1.77%</b>

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	
<b>Recurrent Income</b>												
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	
<b>Total recurrent income</b>	<b>34,532</b>	<b>35,008</b>	<b>35,777</b>	<b>36,596</b>	<b>37,382</b>	<b>38,245</b>	<b>39,081</b>	<b>39,932</b>	<b>40,791</b>	<b>41,690</b>	<b>42,586</b>	
<b>Recurrent Expenses</b>												
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	
<b>Total recurrent expenses</b>	<b>34,200</b>	<b>34,518</b>	<b>34,798</b>	<b>35,982</b>	<b>36,380</b>	<b>38,206</b>	<b>38,925</b>	<b>39,756</b>	<b>40,655</b>	<b>41,541</b>	<b>42,312</b>	
<b>Operating surplus/(deficit) before capital items</b>	<b>332</b>	<b>491</b>	<b>979</b>	<b>614</b>	<b>1,002</b>	<b>38</b>	<b>156</b>	<b>176</b>	<b>136</b>	<b>149</b>	<b>275</b>	
<b>Capital Items</b>												
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	
<b>Surplus/(Deficit)</b>	<b>2,317</b>	<b>975</b>	<b>12,963</b>	<b>1,098</b>	<b>17,986</b>	<b>522</b>	<b>640</b>	<b>660</b>	<b>7,120</b>	<b>633</b>	<b>759</b>	
<b>Operating Margin</b>	<b>1.01</b>	<b>1.01</b>	<b>1.03</b>	<b>1.02</b>	<b>1.03</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.01</b>	

## 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.

## Burnie City Council

## Financial Management Strategy

**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 Council's 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 Council****Financial Management Strategy**

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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 1/3<sup>rd</sup> 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		2021		2022	2023	2024	Strategic Projections				
	2020	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	2025	2026	2027	2028	2029
								\$'000	\$'000	\$'000	\$'000	\$'000
<b>Cash flows from operating activities</b>												
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)	(11,428)	(11,631)	(11,836)	(12,041)	
Payments to employees	(12,367)	(12,480)	(12,792)	(13,112)	(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)	
<b>Net cash provided by (used in) operating activities</b>	<b>7,406</b>	<b>7,472</b>	<b>8,087</b>	<b>8,341</b>	<b>8,866</b>	<b>9,002</b>	<b>9,132</b>	<b>9,461</b>	<b>9,694</b>	<b>9,928</b>		
<b>Cash flows from investing activities</b>												
Payments for property, infrastructure, plant and equip	(12,327)	(7,955)	(25,886)	(8,900)	(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	
<b>Net cash provided by (used in) investing activities</b>	<b>(9,121)</b>	<b>(6,407)</b>	<b>(12,844)</b>	<b>(7,328)</b>	<b>(15,223)</b>	<b>(6,769)</b>	<b>(6,996)</b>	<b>(7,076)</b>	<b>(10,453)</b>	<b>(7,260)</b>	<b>(7,660)</b>	
<b>Cash flows from financing activities</b>												
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	-	-	
<b>Net cash provided by (used in) financing activities</b>	<b>819</b>	<b>(639)</b>	<b>5,406</b>	<b>(1,062)</b>	<b>7,557</b>	<b>(1,955)</b>	<b>(1,956)</b>	<b>(1,956)</b>	<b>1,542</b>	<b>(2,384)</b>	<b>(2,369)</b>	
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	
<b>Cash and cash equivalents at the end of the period</b>	<b>3,924</b>	<b>4,350</b>	<b>5,000</b>	<b>4,950</b>	<b>6,150</b>	<b>6,200</b>	<b>6,250</b>	<b>6,350</b>	<b>6,900</b>	<b>6,950</b>	<b>6,850</b>	
<b>Represented by:</b>												
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	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Operating Surplus per Income Statement</b>	<b>332</b>	<b>491</b>	<b>879</b>	<b>614</b>	<b>1,002</b>	<b>38</b>	<b>156</b>	<b>176</b>	<b>136</b>	<b>149</b>	<b>275</b>
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
<b>Cash Provided/(used in operating activities)</b>	<b>7,406</b>	<b>7,472</b>	<b>8,087</b>	<b>8,341</b>	<b>8,866</b>	<b>8,774</b>	<b>9,002</b>	<b>9,132</b>	<b>9,461</b>	<b>9,694</b>	<b>9,928</b>

**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**

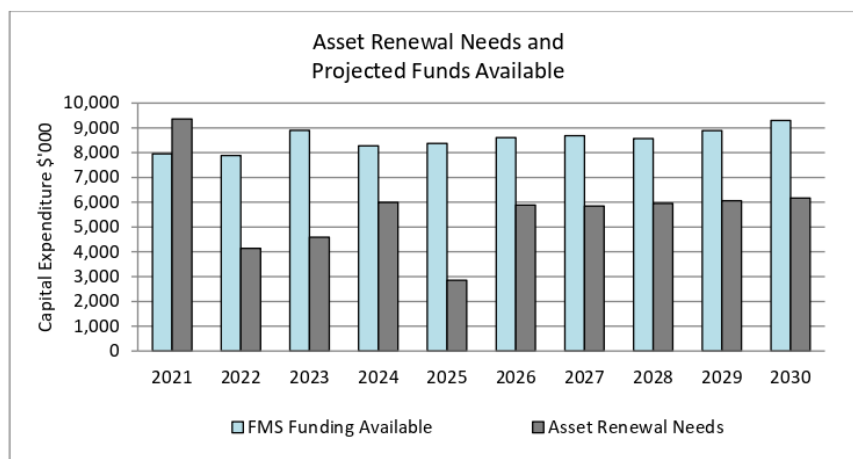
Refers to cash generated or used in the financing of Council functions and include borrowings and repayment of borrowings and any associated costs.

**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									
		2021 \$'000	2022 \$'000	2023 \$'000	2024 \$'000	2025 \$'000	2026 \$'000	2027 \$'000	2028 \$'000	2029 \$'000	2030 \$'000
<b>Assets</b>											
<b>Current assets</b>											
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
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
Other assets	34	35	35	36	36	37	38	38	39	40	41
Inventories	139	141	144	147	149	152	154	157	160	163	166
<b>Total current assets</b>	<b>5,589</b>	<b>6,045</b>	<b>6,724</b>	<b>6,705</b>	<b>7,936</b>	<b>8,018</b>	<b>8,100</b>	<b>8,232</b>	<b>8,816</b>	<b>8,900</b>	<b>8,834</b>
<b>Non-current assets</b>											
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
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
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
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
<b>Total non-current assets</b>	<b>424,329</b>	<b>424,381</b>	<b>442,223</b>	<b>442,637</b>	<b>467,281</b>	<b>466,363</b>	<b>465,514</b>	<b>464,580</b>	<b>473,101</b>	<b>471,777</b>	<b>470,675</b>
<b>Total assets</b>	<b>429,918</b>	<b>430,425</b>	<b>448,947</b>	<b>449,343</b>	<b>475,217</b>	<b>474,380</b>	<b>473,612</b>	<b>472,812</b>	<b>481,917</b>	<b>480,677</b>	<b>479,510</b>
<b>Liabilities</b>											
<b>Current liabilities</b>											
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
Trust funds and deposits	138	140	143	145	148	151	153	156	159	162	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
Employee provisions	2,411	2,454	2,497	2,541	2,586	2,632	2,679	2,726	2,774	2,823	2,873
<b>Total current liabilities</b>	<b>5,225</b>	<b>5,499</b>	<b>6,102</b>	<b>6,080</b>	<b>7,186</b>	<b>7,279</b>	<b>7,374</b>	<b>7,470</b>	<b>7,985</b>	<b>8,073</b>	<b>8,024</b>
<b>Non-current liabilities</b>											
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
Employee provisions	163	166	169	172	175	178	181	184	188	191	194
<b>Total non-current liabilities</b>	<b>1,974</b>	<b>1,233</b>	<b>6,189</b>	<b>5,509</b>	<b>12,291</b>	<b>10,839</b>	<b>9,336</b>	<b>7,780</b>	<b>9,251</b>	<b>7,289</b>	<b>5,412</b>
<b>Total liabilities</b>	<b>7,199</b>	<b>6,732</b>	<b>12,291</b>	<b>11,588</b>	<b>19,477</b>	<b>18,118</b>	<b>16,710</b>	<b>15,250</b>	<b>17,235</b>	<b>15,362</b>	<b>13,436</b>
<b>Net Assets</b>	<b>422,719</b>	<b>423,694</b>	<b>436,657</b>	<b>437,754</b>	<b>455,740</b>	<b>456,263</b>	<b>456,903</b>	<b>457,562</b>	<b>464,682</b>	<b>465,315</b>	<b>466,073</b>
<b>Equity</b>											
Accumulated surplus	274,148	276,465	277,440	290,403	291,500	309,486	310,009	310,649	311,308	318,428	319,061
Surplus/(deficit)	2,317	975	12,963	1,098	17,986	572	640	660	7,120	633	759
Reserves	146,254	146,254	146,254	146,254	146,254	146,254	146,254	146,254	146,254	146,254	146,254
<b>Total Equity</b>	<b>422,719</b>	<b>423,694</b>	<b>436,657</b>	<b>437,754</b>	<b>455,740</b>	<b>456,263</b>	<b>456,903</b>	<b>457,562</b>	<b>464,682</b>	<b>465,315</b>	<b>466,073</b>
<b>CURRENT RATIO</b>	<b>1.07</b>	<b>1.10</b>	<b>1.10</b>	<b>1.10</b>	<b>1.10</b>	<b>1.10</b>	<b>1.10</b>	<b>1.10</b>	<b>1.10</b>	<b>1.10</b>	<b>1.10</b>

## 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.

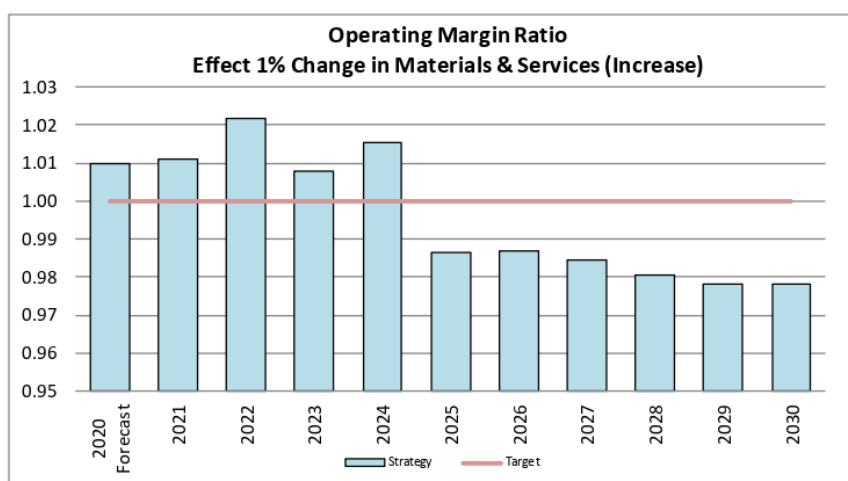
Sensitivity analysis looks at 'what if' scenarios. For example, what happens to Council's financial position if salary and wage increases are 1% higher than forecast.

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

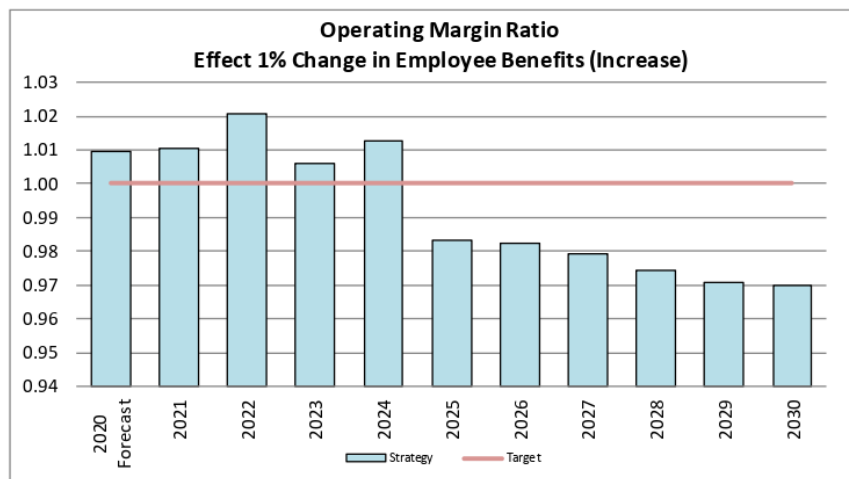
The financial modelling assumes that materials and services will be contained to CPI of 1.77% per annum. If CPI is greater and costs increase by 1% more than that allowed for in the modelling, Council would not achieve a sustainable operating margin from 2025 onwards.



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%.

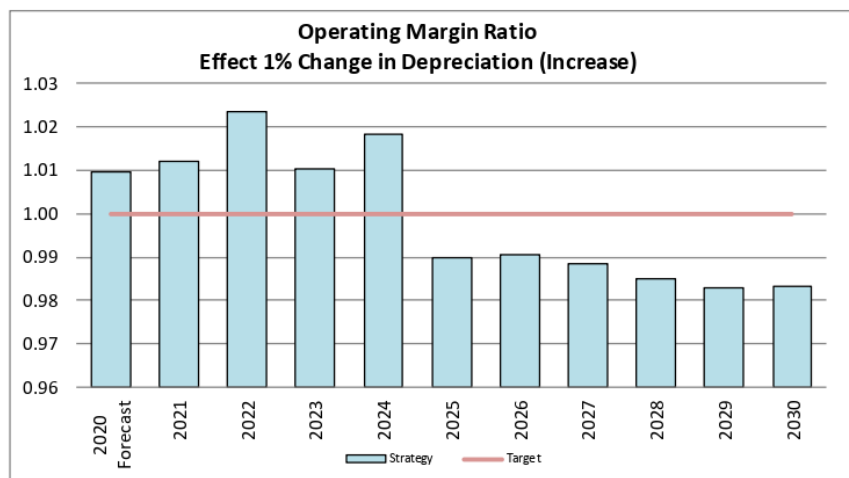
**6.8.4 Effect of Inflation on Depreciation**

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.

## Burnie City Council

## Financial Management Strategy



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.

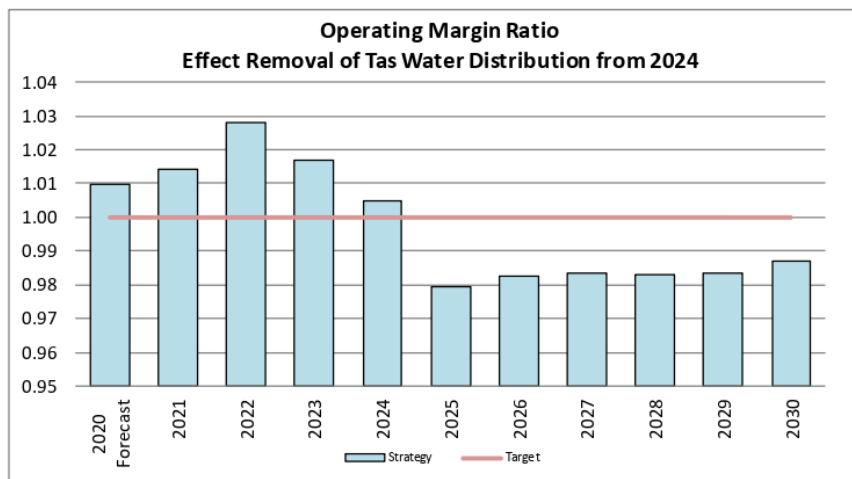


If only 50% of the target is met and \$0.700m achieved in savings, to remedy, general rates would have to increase by 4.67% above CPI over the life of the strategy.

**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.

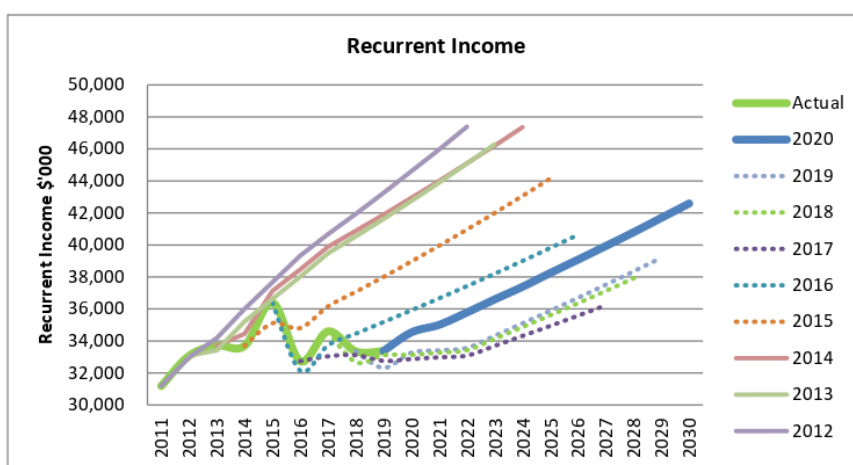


## 7 Historical Financial Performance

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.

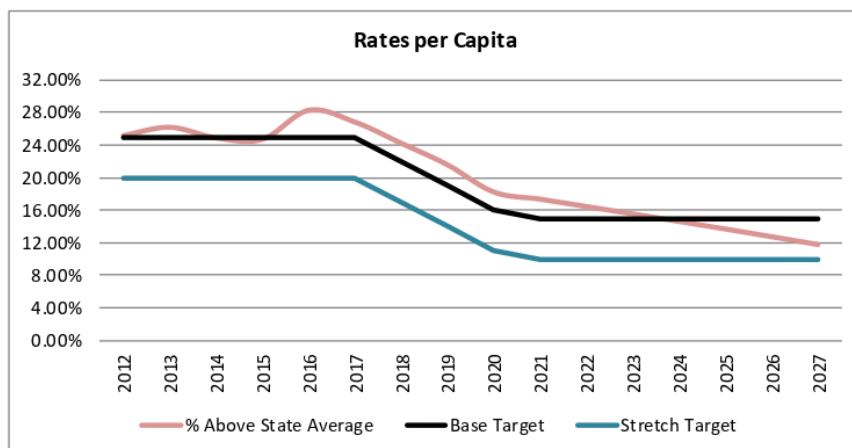
### 7.1 Recurrent Income



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.

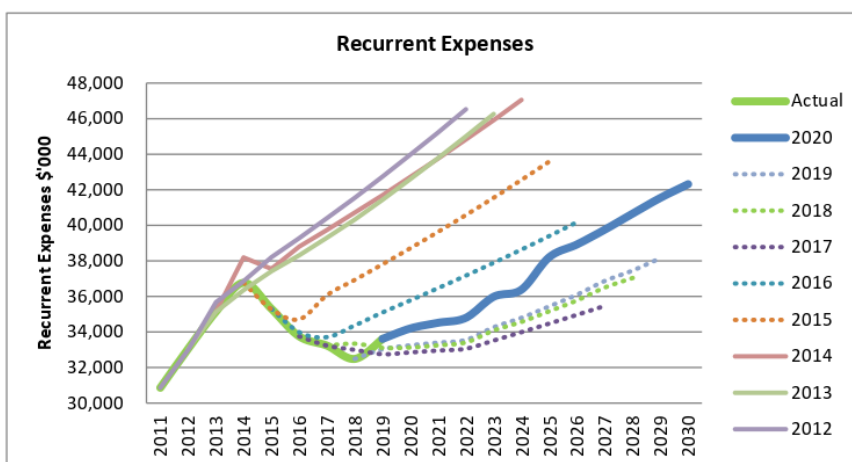


### 7.3 Rates and Charges



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.

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**MOTIONS ON NOTICE****AO071-20 MOTION ON NOTICE - BURNIE 'HASHTAG' SIGN**

FILE NO: 15/5/2, 949951  
PREVIOUS MIN:

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

***“THAT a ‘hashtag’ sign for Burnie be erected at the waterfront, on the grassed area between the playground and fish frenzy.”***

**COUNCILLOR’S COMMENTS**

Please see example picture shown from Taupo in New Zealand. This photo is from a ratepayer that recently visited the area.

I believe the hashtag sign, that may read #loveburnie, #discoverburnie or just #burnie, would tie in well with the new photo frame recently erected on the boardwalk as well. Another great photo opportunity for tourists and locals alike. It can be cost effective and have an incredible impact on our social media promotion.

With over 40 cruise ships this season and thousands of tourists walking along our boardwalk to the waterfront, it is another ideal photo opportunity to continue to promote our beautiful city.

**ACTING GENERAL MANAGER’S COMMENTS**

The use of Instagram hashtags is a common way of raising the profile of a location, and ideas such as the Taupo installation have proven successful.

Given the multi-use nature of the Burnie Waterfront and the intention of the Burnie Waterfront Masterplan to keep the waterfront as uncluttered as possible so as not to impact on the views to the ocean, it is recommended that an alternative site be considered for the installation. Unlike Taupo which has 5.5 km of lake frontage, the Burnie Waterfront has approximately 200 metres. The scale required of the installation in such a small space could be problematic both in terms of views and the use of the space for events and other activities.

Two other alternative locations could be on land at the western end of West Beach in front of Makers' Workshop which could be incorporated into proposed landscape works to be undertaken by UTAS, or as part of the proposed landscape works at the Wilf Campbell Hill Lookout.

Council officers will assess these and other locations, and provide a further detailed report to the April meeting of Council.

#### COUNCIL RESOLUTION

**Resolution number: MO070-20**

**MOVED:** Cr G Simpson

**SECONDED:** Cr K Dorsey

***"THAT a 'hashtag' sign for Burnie be erected at the waterfront, on the grassed area between the playground and fish frenzy."***

*The motion was not put due to the following amendment motion being moved and seconded.*

#### COUNCIL RESOLUTION

**MOVED:** Cr D Pease

**SECONDED:** Cr K Dorsey

***"That the motion be amended to read 'Council Officers assess locations for a Burnie 'hashtag' sign and provide a further detailed report to the April meeting.'"***

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

**Against:**

**CARRIED UNANIMOUSLY**

*The amendment then became the motion*

**COUNCIL RESOLUTION**

**MOVED:**            *Cr D Pease*

**SECONDED:**      *Cr K Dorsey*

***“That Council Officers assess locations for a Burnie ‘hashtag’ sign and provide a further detailed report to the April meeting.”***

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

Against:

***CARRIED UNANIMOUSLY***

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**MOTIONS ON NOTICE****AO072-20 MOTION ON NOTICE - SPEED BUMPS**

**FILE NO:** 15/5/2, 949995  
**PREVIOUS MIN:**

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

***“THAT Council develop the practice of placing speed bumps on troublesome roads as identified by residents in concert with Council officers.”***

**COUNCILLOR’S COMMENTS**

*Hooning* is described as dangerous, reckless or anti-social driving (hoon) behaviour.

As noted in a recent workshop, speed bumps can and should be placed in troublesome areas to reduce the incidences of “honing”. Recent trips to Hobart reveal that they are common and in discussion with residents advice has been that they reduce incidences.

The argument in the past has been that stopping unsocial behavior in one location will signal the activity move to another area. Hooning is an act of convenience and opportunity. Whilst there easily identified locations that attract unsocial driving behaviors, many would be in close proximity to the places of residence.

Speed bumps can be low impact and still be effective. They are considerably less expensive than traffic calming islands etc. They do not need to be jarring pieces of street art that discourage street usage.

All streets and residents deserve the same safety and protection as though residing on Queen Street.

Streets noted could include:

Payne Street  
Bird Street  
Thorne Street  
Jorgenson Street  
Durham Road  
Tatersall Street  
Saundridge Road  
Thirkell Street  
Fernglade Road  
Greenacre Street  
Paramount Court

Mark Street  
Mace Street  
Talina Street  
Morrison Street



Low impact speed bumps Moonah that allow for passage between bumps in no passing traffic.

#### **ACTING GENERAL MANAGER'S COMMENTS**

From time to time Council is made aware of resident and community concerns related to inappropriate driver behaviour or perceptions of poor driver behaviour.

Examples of behaviours maybe:

- Speeding.
- Using side streets and residential areas as a short cut and increasing traffic volumes.
- Hoon type behaviours.

In the first instance, Officers would liaise with Tasmania Police to discuss enforcement options, as in some instances the behaviours of concern can relate to a small number of individuals.

Officers also undertake speed and traffic volume studies to understand the actual nature and extent of concerns, noting that individual perceptions as to volume and traffic speed can vary markedly.

Developing an appropriate level of understanding of the specific site allows for assessment of the merits of a range of possible interventions including doing nothing, if there is not sufficient justification to intervene.

Speed humps are a specific traffic management measure, among a number of intervention options, which can be installed to address particular concerns.

Speed humps are not suited to all locations and should be avoided on:

- Bus routes / larger vehicle routes.
- High volume streets.
- Collector roads.

The community would also have varying views as the appropriateness of speed humps in their street. In the past, Officers have consulted with the adjacent residents where traffic management measures are planned.

Officers are of a view that a range of traffic management measures should be included in the suite of interventions that could be used to address community concern.

Council allocates some funding in the capital works budget each year for road safety initiatives. Investigating the installation of speed humps in Jorgenson Street has been flagged as a potential project in the next financial year.

#### **ALTERNATIVE RECOMMENDATION**

***"That the information be noted."***

**COUNCIL RESOLUTION****Resolution number: MO071-20****MOVED:**           *Cr K Dorsey***SECONDED:**      *Cr A Boyd****“THAT Council develop the practice of placing speed bumps on troublesome roads as identified by residents in concert with Council officers.”*****For:**           Cr S Kons, Cr A Boyd, Cr K Dorsey, Cr C Lynch, Cr G Simpson.**Against:**      Cr T Brumby, Cr A Keygan, Cr T Bulle, Cr D Pease.***CARRIED***



***MOTIONS ON NOTICE***

**AO073-20 MOTION ON NOTICE - EARLY PAYMENT OF RATES**

**FILE NO:** 15/5/2, 950021  
**PREVIOUS MIN:**

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Item AO073-20 was withdrawn by Cr T Bulle.

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**MOTIONS ON NOTICE****AO074-20 MOTION ON NOTICE - FREE PARKING CBD**

**FILE NO:** 15/5/2, 950021  
**PREVIOUS MIN:**

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

***“THAT there be free parking one hour free parking in the CBD.”***

**COUNCILLOR’S COMMENTS**

There were no comments provided.

**GENERAL MANAGER’S COMMENTS**

The Motion does not identify an objective for provision of free parking or detail the manner in which the proposed one (1) hour of free parking will be provided.

Council is not the sole or majority provider of parking space for public use within the Burnie town centre. The larger number of parking spaces available for use by the public are privately owned and managed. Council currently provides some 1,600 parking spaces in both on-street and off-street facilities, or approximately 40% of publicly accessible parking capacity.

There is no obligation for use or development on land within the Burnie town centre to make independent provision for parking to meet the demands of a business or other activity. Reliance on both public and private provision is critical to attraction and function of the Burnie town centre.

Terms and conditions attach to the use of both Council and private parking facilities, including for duration of use and payment of a parking charge. Council’s parking charge is comparable with that for parking provided by the private sector.

Parking charges for use of a Council provided parking space have applied without interruption since the early 1960’s.

A period of free parking has been provided in the Marine Terrace Car Park during the Christmas and New Year season in recent years.

Council’s role in providing parking facilities within the Burnie town centre is classified as a significant business activity for which National Competition Policy imposes a requirement to account for and recover all ownership and operating costs without any subsidy from other revenue sources.

Council's policy position in relation to the provision and management of public parking space was adopted on 18 September 2018 as policy CP-007 - Parking Policy.

The Policy recognises Council's parking arrangements operate in a competitive environment in which parking space is a commodity to be purchased by the user.

The Policy provides in clause 4.3 that Council may apply a parking charge to recognise value of a parking space to the user, to fully recovery of costs for parking provision and management from the user, to provide a reasonable return on investment, and to comply with NCP obligations.

Council currently charges for use of a parking space during weekday business hours, and on Saturday until early afternoon. Use of a Council provided parking space within the Burnie town centre is free at all other times.

There are two categories of parking space users –

- (a) Short-term casual users who attend the town centre to engage in a specific retail, business or recreational activity.

Casual users represent the largest users of Council provided space, and average 1.5 hours per visit.

- (b) Long-term regular users who may operate a business or work within the town centre.

These users typically utilise early bird or reserved parking spaces to take advantage of a significant discount on the casual parking charge.

Some 40% of people using Council's parking facilities are not residents of Burnie.

A fee waiver is relatively simple to manage in the Marine Terrace Car Park in that payment is made on exit; and is feasible for users of the EasyPark app in that no payment will be recorded for the first hour of use.

However, if a meter or ticket machine applies it will be difficult to establish how long a vehicle has been on the parking space if the meter is not activated or a ticket is not acquired when the vehicle first enters the space.

Parking revenue from all sources (user charges and penalties) is forecast to deliver a surplus of some \$573,000 for 2019/20 after operating expenses.

It is difficult to estimate the impact of a free one (1) hour parking scheme on parking revenue in the absence of more specific details for operation.

Revenue from parking charges paid by casual users is forecast to generate income of some \$1.599 million for the 2019/20 financial year.

If the scheme is assumed to applied for the first hour on all categories of casual use parking space during all periods when a parking charge applies, a crude calculation suggests revenue could fall by some 66% or \$1.056 million based on an average length of stay of 1.5 hours per space.

Parking could then become a cost to Council in the order of some \$544,000 per annum.

Provision of a one hour free parking period will still require use on each space be monitored for compliance. There is unlikely to be any reduction on operating costs.

There are a number of considerations which must be addressed before determining whether to provide one (1) hour of free parking, including –

*(a) What is the purpose?*

There are a number of possible reasons to provide free parking, including to –

- i. create an incentive for motorists to stay longer within a business centre - the parking charge applies for the first period of use and is then is reduced as the length of use increases so that the subsequent period is free or at a discounted rate;
- ii. encourage frequent turn over and maximise use of available parking space by reducing the length of time each vehicles uses a space –the parking charge is waived or discounted for the first or “free” period and applied and increased for any subsequent period of use;
- iii. support a particular event or promotion – the parking charge is waived or reduced for a specific period during which the event or promotion is conducted;
- iv. redistribute attendance patterns by providing free parking during low activity periods or days within a business centre

*(b) Where and when will it apply?*

Is a free period to apply for all parking space, including on shorter term 30 minute and 60 minute spaces within high demand locations?

Is the free period to apply at all times parking controls are in operation?

*(c) What changes will be made to the structure of current parking charge?*

Are parking charges to be increased for the second and subsequent hours to make up for some or all of lost revenue?

Will early bird and reserved parking fees be reduced to reflect the one hour free on casual use spaces.

*(d) What implication will it have on Council revenue?*

Can Council sustain its financial position if significant reduction occurs in revenue from parking?

*(e) Compliance to National Competition Policy?*

Can Council comply within its NCP obligations if parking operates at a loss and is subsidised from other revenue sources?

#### **ALTERNATE RECOMMENDATION**

***“That the introduction a one (1) hour free parking period on Council provided parking space within the Burnie town centre be referred to the 2020/21 Budget process for further consideration.”***

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**COUNCIL RESOLUTION****Resolution number: MO072-20****MOVED:** Cr T Bulle**SECONDED:** Cr K Dorsey

***“That the introduction a one (1) hour free parking period on Council provided parking space within the Burnie town centre be referred to the 2020/21 Budget process for further consideration.”***

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

**Against:** Cr G Simpson.

**CARRIED****COUNCIL RESOLUTION****MOVED:** Cr A Boyd**SECONDED:** Cr A Keygan

***“That Council provide 6 x 2 hour free parking vouchers per year per ratepayer to the multi-storey car park.”***

**For:** Cr S Kons, Cr A Boyd.

**Against:** Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

**LOST**

Cr G Simpson left the meeting, the time being 8.22pm.

### **MOTIONS ON NOTICE**

#### **AO075-20 MOTION ON NOTICE - FAIRY GODMOTHERS - ALL INCLUSIVE PLAYGROUND**

**FILE NO:** 15/5/2; 950061

**PREVIOUS MIN:**

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

***“THAT Council liaise and work with the W/W Council and Fairy Godmothers to assist with the development of an all-inclusive playground at ANZAC Park.”***

#### **COUNCILLOR’S COMMENTS**

The Fairy Godmothers were able to secure \$1.2 million (?) in federal funding to develop an all-inclusive playground. The W/W Council is providing the land, planning and some financial assistance to see the playground come to fruition.

A funding application has been submitted to the Tas Community Fund for \$500,000 additional funding. At this point in time, from the information provided, the W/W Council is providing a cash sum of \$70,000.

Without the efforts of the Fairy Godmothers and their dogged determination, the playground would not be a reality. This is a project that will service W/W, Burnie, Smithton and maybe others municipal areas. It is fitting that Burnie be involved in the project as it benefits Burnie to the same extent as W/W.

The concept of an all-inclusive playground has been bandied about since my entering Council. The idea was scuttled with the withdrawal of the motion to build a mega playground at a site unknown with an unknown amount of money. The Fairy God Mothers took their idea to W/W and found a willingness from them to assist.

This is an opportunity to complete a W/W – Burnie project that benefits us both.

#### **ACTING GENERAL MANAGER’S COMMENTS**

At the Council Meeting held on 21 August 2018 (AO210-18) Council considered a report regarding regional play spaces and the planned All Abilities Playground at ANZAC Park in Somerset.

In considering that report council determined:

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

- a) Identifying synergies in planned capital works projects associated with the Cam River precinct and planning to achieve these.***
- b) Understanding that nature of the project at ANZAC Park and how it may meet the needs of the Burnie Community, and***
- c) If the request is accepted, nominate Mr Gary Neil, Director Works and Services, and,***
- d) That a further report be presented to Council in due course in regard to potential opportunities to work with the Waratah-Wynyard Council on this project.”***

The Director Works and Services met with Officers of the Waratah Wynyard Council and discussed possible opportunities to work collaboratively on the project.

At that time there were identified synergies between developing the Camdale site and ANZAC Park. In particular, enhancing the attractiveness of the Camdale Reserve and potential for a nature trail and adventure play elements. Indicative sketches for enhancements to the Camdale site have been previously shared with Council

Linking the two reserves by the coastal pathway and an improved river crossing was also seen as a critical project component.

These discussions were subsequently reported to Council.

To date no further discussions have occurred.

It is understood that the Waratah Wynyard Council has been progressing an agreed design for the playground.

The motion seeks for Council to assist the Fairy Godmothers and Waratah Wynyard Council in the progression of the project, however there are no specifics provided as to the nature of what that assistance may entail, financial contributions, complementary site development works (Camdale) etc.

It may be beneficial to invite the Fairy Godmothers and representatives of the Waratah Wynyard Council to attend a workshop to brief Council on the project and funding status

This briefing would enable Council to gain a contemporary understanding of the project in ANZAC Park and be made aware of what support if any the Fairy Godmother and Waratah Wynyard Council may be seeking to support the progression of the playground project.

A further report could then be presented to council to identify / quantify potential support for the ANZAC Park project.



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**ALTERNATE RECOMMENDATION**

*“That Council invite representatives from the Fairy Godmothers and Waratah Wynyard Council to a workshop to provide a briefing on the ANZAC Park All Abilities Playground project and that a subsequent report be presented to Council regarding possible opportunities to support the project.”*

**COUNCIL RESOLUTION**

**Resolution number: MO073-20**

**MOVED:** Cr K Dorsey

**SECONDED:** Cr T Brumby

*“That Council invite representatives from the Fairy Godmothers and Waratah Wynyard Council to a workshop to provide a briefing on the ANZAC Park All Abilities Playground project and that a subsequent report be presented to Council regarding possible opportunities to support the project.”*

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

**Against:**

**CARRIED UNANIMOUSLY**

Cr G Simpson returned to the meeting, the time being 8.25pm.

***PUBLIC QUESTION TIME*****AO076-20 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.

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**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](http://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

There were no public questions.

***COUNCIL MEETING AS A PLANNING AUTHORITY***

The Mayor advised that for item AO077-20 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.

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**PLANNING AUTHORITY****AO077-20 LAND USE PLANNING AND APPROVALS ACT 1993  
BURNIE INTERIM PLANNING SCHEME 2013  
PERMIT APPLICATION  
DWELLING EXTENSIONS  
6 HILDER STREET, PARKLANDS****FILE NO: 6117701  
PREVIOUS MIN:**

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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 acting in its role as a Planning Authority determine in accordance with section 57 of the Land Use Planning and Approvals Act 1993 and clause 8.10 Burnie Interim Planning Scheme 2013 that in relation to permit application DA 2019/141 for grant of a permit to carry out development for alterations and additions on an existing single dwelling on land at 6 Hilder Street, Parklands described on CT 213621/1 -***

- (a) there are no matters in the representation received during the exhibition period that warrant a permit be refused or that particular conditions be included on any permit granted; and***
- (b) a permit be granted subject to the following conditions –***

**Nature of Approval**

- (1) that the use and development is to proceed and be maintained generally in accordance with the descriptions, commitments and requirements contained in the following documents - copies of which are attached and endorsed to form part of this Permit:-***
- (a) Supporting Documentation, Development Application as prepared by Planning 4 Bushfire, project no. 19128-P, dated 18 December 2019 - Amended;***
- (b) Site Plan, as prepared by PLA Designs, drawing no, 18169-02, revision D, dated 18 December 2019;***

- (c) Existing Floor Plan, as prepared by PLA Designs, drawing no, 18169-03, revision B, dated 21 November 2019;*
- (d) Proposed Floor Plan, as prepared by PLA Designs, drawing no, 18169-04, revision D, dated 27 November 2019;*
- (e) Elevations, as prepared by PLA Designs, drawing no, 18169-05, revision C, dated 18 December 2019;*
- (f) Shadow Plans, as prepared by PLA Designs, drawing no, 18169-06, revision A, dated 18 December 2019; and*
- (g) Landslide Risk Assessment, as prepared by Tasman Geotechnics, ref. no. TG19106/5 – 03report Rev01, dated 12 December 2019.”*

## **2.0 SUMMARY**

Application has been made for grant of a permit to carry out development to construct a single storey extension to an existing single dwelling on land at 6 Hilder Street, Parklands.

The application relies on a performance criteria to satisfy provisions of the Burnie planning scheme in relation to separation of the building from a rear boundary, and setback of development for sensitive use from a major road.

One representation was received during the exhibition period, and makes objection to the proposed development.

The representation does not warrant that a permit be refused.

It is recommended a permit be granted.

## **3.0 BACKGROUND**

Land at 6 Hilder Street, Parklands is a 562 m<sup>2</sup> rectangular lot described on CT 213621/1 situated within an established suburban residential area, and forms part of a fully developed row of lots with frontage to Hilder Street between the southern side of Button Avenue and Bay Street.

The land contains an Residential use in an existing single story dwelling with a floor area of 111 m<sup>2</sup> setback some 5.5 m from the frontage to Hilder Street. A freestanding 8 m x 3.2 m outbuilding is located within the northwest or rear corner of the land.

The land falls from south to north across the site. The northern side of the dwelling is elevated above existing ground level by between 0.5 m and 1.9 m.



Figure 1 – Locality Diagram (development site edged white)

The locality is an established mid-twentieth housing estate comprised of detached single dwelling residential use on individual lots. Each dwelling development is of differing design, although typically of single storey construction with building form elevated in part to accommodate slope of the land. Many sites contain free standing outbuildings for use in conjunction with occupation of the dwelling.

The application proposes –

- (a) demolition the existing outbuilding on the north-western portion of the site;
- (b) alterations and additions to the existing dwelling to –
  - i. extend length by 11.44 m m<sup>2</sup> to the rear or west of the existing building and increase internal floor area by some 65.2;
  - ii. add an external deck within the northern side elevation

The proposed development will not change the existing residential use of the building.

The external appearance and scale of the building will change. However, there will be no increase in height given the extension will have a lower skillion roof line below the height of the hipped roof over the existing dwelling. Position of the building relative to buildings on adjoining land to the north and south will not change, although the extension will bring the building to within 1.1 m of the rear or western boundary. The addition will have an exterior wall surface of vertical cladding against the brick exterior walls of the existing building

The development is described on drawings prepared by PLA Designs - Project 18169- Sheets 01, 02, 05 and 06 dated 18 December 2019, Sheet 03 dated 21 November 2019 and Sheet 04 dated 27 November 2019, **copies of which are attached**.

A planning report, Development Application - Project 19128-P prepared by Planning 4 Bushfire addresses the relevant provisions of the BIPS 2013, a **copy of which is attached**.

#### 4.0 LEGISLATIVE REQUIREMENTS

Section 51 *Land Use Planning and Approvals Act 1993* requires use and development must not be carried out if a permit is required by a planning scheme and such a permit is in effect.

The applicable planning scheme is the Burnie Interim Planning Scheme 2013 (BIPS 2013).

The BIPS 2013 assigns land at 6 Hilder Street to the General Residential zone.



Figure 2 – Red shaded area indicates application of General residential zone (development site edged white)

Residential use and development does not require a permit if located on land assigned to the General Residential zone if the acceptable solution criteria in all applicable zone and code standards are satisfied, and a permit is not otherwise discretionary or prohibited.

The applicable provisions of the BIPS are –

- 10.4.2 - setbacks and building envelope
- 10.4.3 – site coverage and private open space
- 10.4.4 - sunlight and overshadowing

- 10.4.6 – privacy
- 10.4.9 – suitability of a lot
- 10.4.10 – dwelling density for single dwellings
- 10.4.12 – setback of development for sensitive use
- Code E6 in relation to location within medium risk landslip hazard band

The proposed development relies on the acceptable solution criteria in all of the applicable zone standards with the exception of –

- (a) 10.4.2 A3 in relation to the building envelope and relies on 10.4.2 P3;
- (b) 10.4.9 A1 in relation to suitability of a lot and relies on 10.4.9 P1; and
- (c) 10.4.12 A2 for setback of development for sensitive use and relies on 10.4.12 P2.

Reliance on performance criteria triggers a requirement under section 57 of the Act to notify the application and to allow a period of 14 days for public consideration and comment on those matters for which the application relies on performance criteria.

Section 57, and clause 8.10 of the BIPS 2013, require that when determining a permit application the planning authority must take into consideration any written representation received during the exhibition period that is relevant to the matters in 10.4.2 P3, 10.4.9 P1 and 10.4.12 P2.

Section 57 provides that subject to the consideration of any representation and the merits of the proposed development against the matters listed in 10.4.2 P3, 10.4.9 P1 and 10.4.12 P2, a planning authority may refuse to grant a permit or grant a permit with or without conditions.

The applicant, and any person who has made a representation that is relevant to the matters in 10.4.2 P3, 10.4.9 P1 and 10.4.12 P2, may appeal the decision of the planning authority.

The BIPS does not prohibit Residential development on the land and does not contain any other provision to require a discretionary permit.

## **5.0 POLICY CONSIDERATIONS**

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

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

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



## **6.0 FINANCIAL IMPACT**

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

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

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

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

## **7.0 DISCUSSION**

The application proposes development to make alternations and additions to an existing building that will increase the floor area of an existing single dwelling located on land at 6 Hilder Street to which the General Residential zone applies.

### **Representation**

The application was notified in accordance with section 57 of the Act and a period for exhibition and representation was provided from 8 February until 24 February 2020.

One representation was received during the exhibition period from the owner of adjoining land to the south land at No. 8 Hilder Street.

The representation objects to the proposed development on grounds the proposed extension will restrict the amount of natural light and passive heating available from afternoon sunlight into the living areas within the existing dwelling on land at No 8 between 13:00 and 17:00.

The representation does not detail which rooms within the dwelling will be affected, or the amount of sunlight than may be lost as a result of the proposed building additions.

The representation is relevant to the matters in 10.4.2 P3, and will be addressed in the discussion that follows.

### **Assessment**

A report titled Development Application – Project 19128-P provided with the application addresses each of the applicable standards.

The assessment provided with the application demonstrates compliance to the acceptable solution criteria in –

- 10.4.2 A1 and A2 for setbacks and building envelope;
- 10.4.3 A1 and A2 for site coverage and private open space;
- 10.4.4 A1, A2 and A3 for sunlight and overshadowing;
- 10.4.6 A1, A2 and A3 for privacy;
- 10.4.9 A2, A3, A4 and A5 for suitability of a lot; and
- 10.4.10 A1 and A2 for dwelling density for single dwellings
- 10.4.12 A1 for setback of development for sensitive use
- E6.6.2 A1 for development on land exposed to a natural hazard

The application relies on performance criteria in clauses 10.4.2 P3; 10.4.9 P1 and 10.4.12 P2.

Reliance on performance criteria does not imply an application seeks to depart from the requirements of the planning scheme. Rather, performance criteria are an alternate and equally legitimate means by which to establish compliance to the objectives for a standard.

**Clause 10.4.2 P2**

The objective in clause 10.4.2 is that development for a residential building will –

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

The purpose of the standard in 10.4.2 is to manage the likely impact from the size and intensity of a proposed development on adjacent land and on the locality generally.

The standard is not concerned with the design or appearance of a proposed building.

The tests within 10.4.2 P3 are concerned to

- (a) avoid an unreasonable loss of amenity in an adjoining lot by –
  - i. a reduction in the sunlight to a habitable room, other than a bedroom; or

- ii. overshadowing of a private open space area; or
  - iii. visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and
- (b) provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area

In order to succeed, an application must satisfy one of the tests in (a) and the test in (b).

### **The test in P3(a)**

The standard for impact on amenity of an adjoining residential use is whether the siting and scale of a dwelling will cause an “unreasonable loss of amenity”.

Amenity is defined by the BIPS to mean “*in relation to a locality, place or building, any quality, condition or factor that makes or contributes to making the locality, place or building harmonious, pleasant or enjoyable*”.

Whether an outcome will be “unreasonable” is typically measured by reference to what may be expected in the circumstances.

The existing building is located within an area of established single dwelling development.

The land north of Bay Street is below road level, and has a fall from south to north such that buildings are stepped down the slope in a manner that provides each with a subfloor area below the northern side of the building. It also results in the adjoining building to the south having a floor level above that of its neighbour to the north.



Figure 3 – Elevations of Dwellings at No 8 (left of photo), No 6 (centre of photo) and No 4 Hilder Street (right of photo)

There is no significant planting of vegetation within Hilder Street or on the lots with frontage to either side of the street.

Lots with frontage to Hilder Street each have a long axis with a west/east alignment. Dwellings are positioned on the land to present a short elevation to the frontage and a longer elevation to side boundaries.

Such an alignment applies for the lots at No 6 and No 8 Hilder Street.

The separation distance between the dwelling at No. 6 and the dwelling at No. 8 is approximately 5.6 m; and approximately 6.5 m between the dwelling at No. 6 and the dwelling at No. 4. There will be no change in the separation distances as a result of the proposed additions.

The proposed development on No 6 Hilder Street extends the depth of the existing building to a separation of 1.1 m at its closest point to the rear boundary. The elevation of the proposed additions will have a low profile when viewed from neighbouring land.

The orientation of lots, the position and alignment of buildings within each lot, the separation distance between adjoining buildings, and the sequencing of buildings down the slope, each allow existing dwellings an open northerly aspect with reasonable access to sunlight and an outlook over Bass Strait.

These attributes, together with a relatively low dwelling density residential estate and a low traffic volume on the local road network, create the amenity of the locality.

The property at 8 Hilder Street is a single storey dwelling with a floor level above that of the dwelling at No 6. The building contains a number of windows within the northern side elevation facing to No 6, the majority of which are understood to be to bedrooms. A bedroom is not a habitable room for the purpose of clause 10.4.2 P3.

The representation suggests the proposed building additions at No 6 will result in an increase of shadowing over No 8 and a loss of access to sunlight for rooms within the dwelling.

The test in 10.4.2 P3 does not act to prevent any building that will reduce access to sunlight.

The planning scheme accepts development may result in change, and that change is acceptable provided it is not so excessive as to remove those factors that contribute to the making a place pleasant or enjoyable. The measure must be from the perspective of the community and not from that of an individual. The scheme therefore recognises it is not possible to prevent buildings in a suburban setting from generating shadow over adjoining lots and existing buildings.

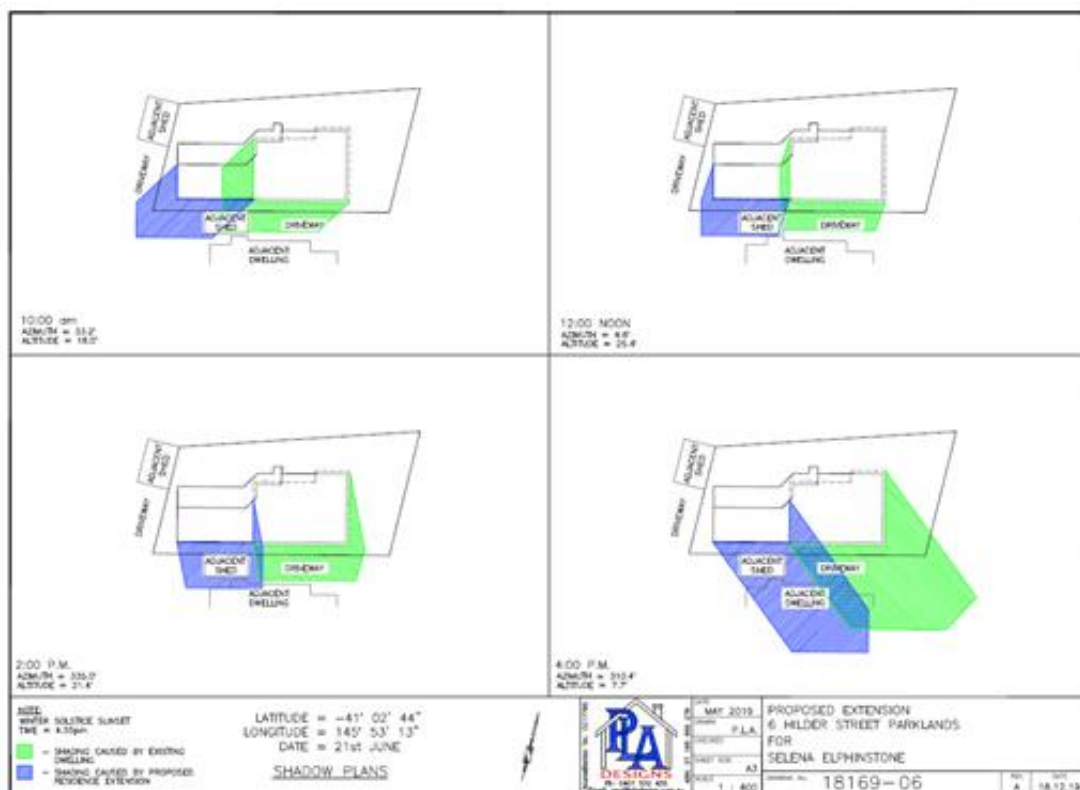
The test is whether such shadow will result in an unreasonable reduction in opportunity for daylight and sunlight to enter habitable rooms.

It is unrealistic, and therefore unreasonable, to expect uninterrupted access by sunlight into all habitable rooms of residential development within a suburban setting. Factors such as lot orientation, slope, aspect, and the height, mass and separation of adjoining and adjacent buildings all interact to influence and impact on the level of sunlight available to a building and its yard space.

It is also unrealistic, and therefore unreasonable, to expect an existing level of exposure to sunlight will be maintained against any change resulting from alteration and addition in the form and scale of adjoining buildings and development. Suburban residential environments can be dynamic by incremental addition, infill, and redevelopment.

Shadow plans provided with the application show a pattern of shadow from the existing and proposed additions to the building at No 6 passing from west to east across the land at No 8 as the day progresses. Shadow will fall over the footprint of the building on No 8 by 2.00 pm and will lengthen through the afternoon. The diagram represents the worst case outcome given calculations are made for the day on which the sun is lowest to the horizon.

The shadow diagrams assume a level site and do not specifically account for the difference in ground level given the building at No 8 is elevated above that at No 6. The length of shadow will be shorter over land upslope of a building. The diagrams with the application over-represent the effect of shadow from the proposed building extension.



The shadow diagram and the representation do not account for the effect of the shadow from an existing single garage outbuilding on the land at No 8 located to the northwest and within the northern elevation of the dwelling directly north of windows to internal rooms.

Roof height for the proposed addition to the rear of the building at No 6 will be comparable with roof height of the existing garage at No 8.

It is inevitable given the orientation of lots and the sequence of existing buildings within the locality that shadowing will occur over adjoining land and buildings to the south during the morning and afternoon periods respectively.

However, the representation does not quantify the scale of impact or demonstrate it will be unreasonable having regard for the effect of slope in elevating the building at No 8 above the proposed additions to the building at No 6, and the current impact of the existing garage at No 8 on access by afternoon sunlight to internal rooms.

There is only one window to a “habitable room” to the dwelling at No 8 that may be shadowed by the building at No 6, which is the dining room within the most western portion of the dwelling adjacent to the existing garage.

The application must be approved if one of the criteria in 10.4.2 P3(a) is satisfied.

It is not necessary that each of 10.4.2 P3(a)(i) to (iv) be met.

The application demonstrates by use of Plan 18169-06 that there will be no unreasonable reduction in sunlight to the dwelling at No 8.

The representation does not contain any evidence to establish the test in P3(a)(i) will not be satisfied.

If the test in P3(a)(i) is satisfied, there is no requirement to examine the matters in P3(a)(ii), (iii) and (iv).

However, for completeness –

- In relation to P3(a)(ii) for overshadowing to private open space areas.

The test in P3(a)(ii) requires the planning authority consider the effect of overshadowing on adjoining private space area.

It does not ask whether there will be a reduction in sunlight, but rather that whether the effect of any shadowing on the amenity of occupants will be unreasonable.

The shadow diagram on Plan 18169-06 indicates additional shadow will result from the proposed additions over part of the western yard area and driveway of land at No 8 during the morning.

For the reasons discussed above in relation to impact of shadow, the impact will not be unreasonable.

- P3(a)(iii) is not relevant because the land at no. 8 Hilder Street is not vacant land.
- P3(a)(iv) is concerned with whether the scale, bulk, or proportions of the building will have an unreasonable impact on the amenity when viewed from adjoining lots.

The test applies only from the perspective of land at No. 4 and at No. 8 Hilder Street.

The representation does not address the test in 10.4.2 P3(iv).

The test in P3(a)(iv) limits consideration for visual impact to factors of scale, bulk and proportion; and does not allow opinion on architectural design.

It also limits any measure of impact to that viewed from adjoining lots. The test does not allow consideration for impact in the streetscape.

The matter to be determined is whether the new form of building will cause unreasonable loss of amenity.

Bulk of the building will increase by a length of 11.4 m to double the elevation apparent to No 8. The addition will be a single storey with a roof line lower than the existing dwelling, and set below the land at No 8. The building addition will maintain the current setback distance between the dwelling at No 8 and the dwelling at No 4.

The outcome will be an increase in the apparent bulk and scale of the building when viewed from adjoining land.

The question is whether the impact is unreasonable.

The proposed addition is domestic in scale and of a relatively small footprint and bulk.

The modified building will not be unreasonable in appearance when viewed from land to the south.

The land at No. 4 is below No. 6, and the extended building may be more apparent scale when viewed from that site.

### **The test in P3(b)**

The test is that the siting and scale of a dwelling will provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area.

The proposed extension will maintain the existing separation between buildings to the north and south, but will alter the separation distance between buildings to the west.

There is an existing outbuilding adjoining part of the common boundary with land to the west at 16 Bay Street. The open area with No 16 adjacent to the boundary is paved as a driveway between the frontage and the outbuilding. There will be a separation distance of some 10 m between the dwelling on No 16 Bay Street and the closest part of the proposed extension on No 6 Hilder Street.

The outcome will not be incompatible with the location and separation of buildings generally within the established residential area.

**Clause 10.4.9**

The purpose of clause 10.4.9 is to require that a development site can provide a suitable development area, access from a road, and provision for connection to a water supply and for drainage of sewage and storm water.

The application indicates reliance on performance criteria in 10.4.9 P1.

However, assessment indicated the criteria in 10.4.9 A1 are satisfied.

The application does not need to rely on 10.4.9 P1.

There are no representations in relation to the matters in clause 10.4.9.

**Clause 10.4.12**

The purpose of clause 10.4.12 is to require development for a sensitive use will –

- (a) Minimise likelihood for conflict, interference, and constraint between the sensitive use and the use or development of land in a zone that is not for a residential purpose; and
- (b) Minimise unreasonable impact on amenity of the sensitive use through exposure to emission of noise, fumes, light and vibration from road, rail, or marine transport.

The site is located within 50 m of the bass highway and does not satisfy 10.4.12 A2.

The tests within 10.4.12 P2 are that development for a sensitive use must –

- (a) have minimal impact for safety and efficient operation of the transport infrastructure; and
- (b) incorporate appropriate measures to mitigate likely impact of light, noise, odour, particulate, radiation or vibration emissions; or
- (c) be temporary use or development for which arrangements have been made with the relevant transport infrastructure entity for removal without compensation within 3 years.

In order to succeed, an application must satisfy the tests in (a), and either (b) or (c).

**The test in P2(a)**

The land at No 6 Hilder Street is approximately 44 m from the Bass Highway.

There are two established dwellings, Button Avenue, and a high retaining wall located between the dwelling on No 6 and the Highway.

The site does not rely on the Bass Highway for access.



The proposed development will have minimal impact for the safety and efficient operation of the transport infrastructure on the Bass Highway.

**The test in P2(b)**

The proposed development does not intensify the existing single dwelling use.

A separation distance of 44 m, location of existing buildings and road infrastructure between the building and the Highway, and the elevation of the land above the level of the Bass Highway will together mitigate likely impact from emissions of light, odour and particulates from vehicles on the Highway.

**The test in P2(c)**

The test is not applicable as the application has relied upon P1(a) and P1(b).

The application demonstrates achievement of the performance criteria and accords with the objective for the standard.

**8.0 RISK**

The following identifies relevant risks and how they may need to be addressed to either eliminate, reduce or manage the risk.

There is risk –

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

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

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

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

## 9.0 CONSULTATION

This report has been prepared following consultation with all relevant persons.

### ATTACHMENTS

1. [Permit Application and Supporting Documentation](#)
2. [Representation](#)

### COUNCIL RESOLUTION

Resolution number: MO074-20

**MOVED:** Cr A Keygan

**SECONDED:** Cr A Boyd

*“THAT Council acting in its role as a Planning Authority determine in accordance with section 57 of the Land Use Planning and Approvals Act 1993 and clause 8.10 Burnie Interim Planning Scheme 2013 that in relation to permit application DA 2019/141 for grant of a permit to carry out development for alterations and additions on an existing single dwelling on land at 6 Hilder Street, Parklands described on CT 213621/1 -*

*(a) there are no matters in the representation received during the exhibition period that warrant a permit be refused or that particular conditions be included on any permit granted; and*

*(b) a permit be granted subject to the following conditions –*

**Nature of Approval**

*(1) that the use and development is to proceed and be maintained generally in accordance with the descriptions, commitments and requirements contained in the following documents - copies of which are attached and endorsed to form part of this Permit:-*

- (a) Supporting Documentation, Development Application as prepared by Planning 4 Bushfire, project no. 19128-P, dated 18 December 2019 - Amended;*
- (b) Site Plan, as prepared by PLA Designs, drawing no, 18169-02, revision D, dated 18 December 2019;*
- (c) Existing Floor Plan, as prepared by PLA Designs, drawing no, 18169-03, revision B, dated 21 November 2019;*
- (d) Proposed Floor Plan, as prepared by PLA Designs, drawing no, 18169-04,*

*revision D, dated 27 November 2019;*

- (e) Elevations, as prepared by PLA Designs, drawing no, 18169-05, revision C, dated 18 December 2019;*
- (f) Shadow Plans, as prepared by PLA Designs, drawing no, 18169-06, revision A, dated 18 December 2019; and*
- (g) Landslide Risk Assessment, as prepared by Tasman Geotechnics, ref. no. TG19106/5 – 03report Rev01, dated 12 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  
PO Box 973, BURNIE, TASMANIA 7320.  
Ph : (03) 6430 5775 Fax : (03) 6431 6840  
Email: [burnie@burnie.net](mailto:burnie@burnie.net)

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

Application No \_\_\_\_\_

Date Received \_\_\_\_\_

Permit Pathway - Permitted/Discretionary

**Use or Development Site:**

Street Address 6 Hilder Street, Parklands

Certificate of  
Title Reference CT: 213621/1**Applicant**

First Name PLA Designs Pty Ltd

Second  
Name

Surname

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

Surname Elphinstone

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

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

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

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

**b) *Required Information***

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

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

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

S54 *Land Use Planning and Approvals Act 1993* provides that the planning authority may require the applicant to supply further information before it considers a permit application. If the planning authority requires further information to more particularly address one or more of the applicable requirements of the Burnie Interim Planning Scheme 2013, the statutory period for determination of a permit application does not run until that information is answered to the satisfaction of the planning authority

**c) *Applicable Provisions and Standards***

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

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

**d) *Discretionary Permits***

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

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

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

**e) *If the applicant is not the landowner***

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

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

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

**f) *Applicant declaration***

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

**g) *Payment of Fees***

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

<b>Permit Information</b>	(NB If insufficient space, please attach separate document)
<b>Proposed Use:</b> Residential	
<b>Use Class</b>	Residential
<b>Documents included with the permit application to describe the Use</b>  See attached planning report	
<b>Proposed Development</b> Dwelling Extension	
<b>Use class to which the development applies</b> Residential	
<b>Documents included with the permit application to describe the Development</b>  See attached planning report	
<b>Provisions and Standards relied upon for grant of a Permit</b>  See attached planning report	

**Value of use and/or development****Notification of Landowner/s****If land is not in applicant's ownership**

I, Paul Allen, declare that the owner/each of the owners of the land has been notified of the intention to make this permit application.

Signature of Applicant

Date 28.11.2019

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

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

General Manager (Signature)

Date

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

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

Minister (Signature)

Date

**Applicant Declaration**

I, Paul Allen  
declare that the information I have given in this permit application to be true and correct to the best of my knowledge.

Signature of Applicant

Date 28 November 2019

**Office use only**

**RESULT OF SEARCH**

DEPUTY RECORDER OF TITLES

*Issued Pursuant to the Land Titles Act 1980*

## SEARCH OF TORRENS TITLE

VOLUME 213621	FOLIO 1
EDITION 8	DATE OF ISSUE 21-Feb-2014

SEARCH DATE : 10-May-2019

SEARCH TIME : 12.34 PM

DESCRIPTION OF LAND

City of BURNIE

Lot 1 on Plan 213621

Derivation : Part of 50,000 Acres - Gtd. to The Van Diemens  
Land Company.

Prior CT 2547/55

SCHEDULE 1M452883 TRANSFER to SELENA JOY ELPHINSTONE Registered  
21-Feb-2014 at 12.01 PMSCHEDULE 2

Reservations and conditions in the Crown Grant if any

142685 FENCING CONDITION in Transfer

D113824 MORTGAGE to National Australia Bank Limited

Registered 21-Feb-2014 at 12.02 PM

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations





## FOLIO PLAN

DEPUTY RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



## ORIGINAL - NOT TO BE REMOVED FROM TITLES OFFICE

R.F. 1469

TASMANIA

REAL PROPERTY ACT, 1862, as amended

## CERTIFICATE OF TITLE

Register Book

Vol. Fol.

NOTE—REGISTERED FOR OFFICE

CONVENIENCE TO REPLACE

Cert. of Title. Vol. 679. Fol. 36



I certify that the person described in the First Schedule is the registered proprietor of an estate in fee simple in the land within described together with such interests and subject to such encumbrances and interests as are shown in the Second Schedule. In witness whereof I have hereunto signed my name and affixed my seal.

- 3 JAN 2005

*M. Hutchinson*  
Recorder of Titles.



## DESCRIPTION OF LAND

TOWN OF BURNIE

TWENTY TWO PERCHES AND TWO TENTHS OF A PERCH on the Plan hereon

FIRST SCHEDULE (continued overleaf)

KENNETH GRAY COLEMAN of Burnie, Business Manager.

SECOND SCHEDULE (continued overleaf)

TRANSFER NO. 142685 was made SUBJECT TO fencing condition.

NO. A16458 MORTGAGE to Director DISCHARGED A673552 (19.11.1979)

of War Service Homes.

Produced 25th August, 1953 at Noon.

(Sgd.) T.E. HUTCHINSON (L.S.)

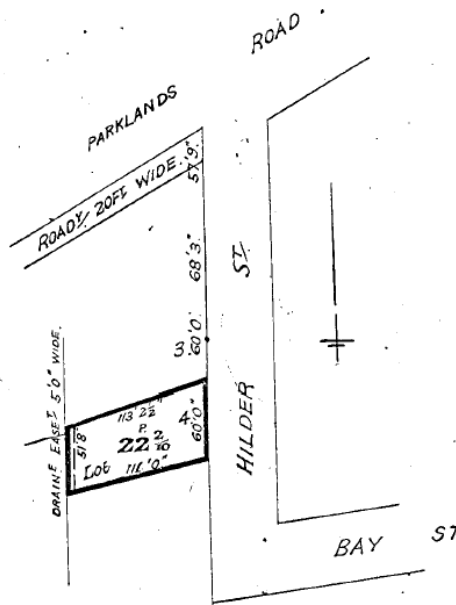
Deputy Recorder of Titles. Acting Recorder of Titles

NOTE—ENTRIES CANCELLED UNDER SIGNATURE OF THE RECORDER OF TITLES ARE NO LONGER SUBSISTING.

REGISTERED NUMBER

213621

Lot 1 of this plan consists of all the land comprised in the above-mentioned cancelled folio of the Register.



Part of 50,000 acres - Gtd. to The Van Diemens Land Company - Meas. FIRST Edition. Registered in ft. & ins. 148/11D.

Derived from C.T. Vol. 679. Fol. 36. Transfer 142685 H.J. Hilder & Anr.

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## Development Application

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Use Class: Residential

Development: Dwelling Extension

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Location: 6 Hilder Street, Parklands

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Project No: 19128-P

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**AUTHOR DETAILS:**

Reporting Planner: Jayne Newman  
Report Date: 18 December 2019 - Amended

**PROPERTY DETAILS:**

Location: 6 Hilder Street, Parklands  
Proposal: Dwelling Extension  
Use Class: Residential  
Zoning: General Residential  
Title Reference: CT: 213621/1  
PID: 6117701



Figure 1 – Source: Listmap

## 1. Executive Summary

*This report together with the attached development plans and additional supporting reports have been prepared to provide demonstration against the relative clauses detailed within the Burnie Interim Planning Scheme 2013. The proposal is for a residential use within the General Residential zone. A residential use is a 'no permit required' use within the use table. The application invokes discretion relative to development standards, which have been addressed throughout this report.*

## 2. Background

*The proposal is located on a 562m<sup>2</sup> lot situated at 6 Hilder Street, Parklands. The site is rectangular in shape and contains a single dwelling and shed. The lot adjoins Hilder Street on the eastern side, developed residential lots both north and south and a 6 metre wide access to 79 Button Avenue.*

## 3. Proposal

*Application is made for a dwelling extension comprising of a new lounge room, 4<sup>th</sup> bedroom, ensuite and open plan kitchen and dining room, adjoining a northern facing deck. Internal renovations are also proposed as per the plan provided. Construction materials will be a shadowclad vertical cladding, colorbond custom orb roofing and aluminium windows.*

Development Standards	
10.4.1 Residential density for multiple dwellings	
To provide for suburban densities for multiple dwellings that:	
(a) make efficient use of suburban land for housing; and (b) optimise the use of infrastructure and community services.	
A1	P1
Multiple dwellings must have a site area per dwelling of not less than: (a) 325m <sup>2</sup> ; or (b) if within a density area specified in Table 10.4.1 below and shown on the planning scheme maps, that specified for the density area.	Multiple dwellings must only have a site area per dwelling that is less than 325 m <sup>2</sup> , or that specified for the applicable density area in Table 10.4.1, if the development will not exceed the capacity of infrastructure services and: (a) is compatible with the density of the surrounding area; or (b) provides for a significant social or community housing benefit and is in accordance with at least one of the following: (i) the site is wholly or partially within 400 m walking distance of a public transport stop; (ii) the site is wholly or partially within 400 m walking distance of a business, commercial, urban mixed use, village or inner residential zone.
<b>COMMENT:</b> Not applicable; The proposal relates to a single dwelling development.	

10.4.2 Setbacks and building envelope for all dwellings	
<p>To control the siting and scale of dwellings to:</p> <ul style="list-style-type: none"> <li>(a) provide reasonably consistent separation between dwellings on adjacent sites and a dwelling and its frontage; and</li> <li>(b) assist in the attenuation of traffic noise or any other detrimental impacts from roads with high traffic volumes; and</li> <li>(c) provide consistency in the apparent scale, bulk, massing and proportion of dwellings; and</li> <li>(d) provide separation between dwellings on adjacent sites to provide reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space.</li> </ul>	
<b>A1</b>	<b>P1</b>
<p>Unless within a building area, a dwelling, excluding protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6 m into the frontage setback, must have a setback from a frontage that is:</p> <ul style="list-style-type: none"> <li>(a) if the frontage is a primary frontage, at least 4.5 m, or, if the setback from the primary frontage is less than 4.5 m, not less than the setback, from the primary frontage, of any existing dwelling on the site; or</li> <li>(b) if the frontage is not a primary frontage, at least 3 m, or, if the setback from the frontage is less than 3 m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site; or</li> <li>(c) if for a vacant site with existing dwellings on adjoining sites on the same street, not more than the greater, or less than the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or</li> <li>(d) if the development is on land that abuts a road specified in Table 10.4.2, at least that specified for the road.</li> </ul>	<p>A dwelling must:</p> <ul style="list-style-type: none"> <li>(a) have a setback from a frontage that is compatible with the existing dwellings in the street, taking into account any topographical constraints; and</li> <li>(b) if abutting a road identified in Table 10.4.2, include additional design elements that assist in attenuating traffic noise or any other detrimental impacts associated with proximity to the road.</li> </ul>
<p><b>COMMENT:</b> The proposal does not alter the existing and compliant frontage setback as the extension is behind the existing building line.</p>	
<b>A2</b>	<b>P2</b>
<p>A garage or carport must have a setback from a primary frontage of at least:</p> <ul style="list-style-type: none"> <li>(a) 5.5 m, or alternatively 1 m behind the façade of the dwelling; or</li> <li>(b) the same as the dwelling façade, if a portion of the dwelling gross floor area is located above the garage or carport; or</li> <li>(c) 1 m, if the natural ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10 m from the frontage.</li> </ul>	<p>A garage or carport must have a setback from a primary frontage that is compatible with the existing garages or carports in the street, taking into account any topographical constraints.</p>
<p><b>COMMENT:</b> Not applicable; No sheds or carports proposed as part of this application.</p>	



<p><b>A3</b></p> <p>A dwelling, excluding outbuildings with a building height of not more than 2.4 m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6 m horizontally beyond the building envelope, must:</p> <p>(a) be contained within a building envelope (refer to Diagrams 10.4.2A, 10.4.2B, 10.4.2C and 10.4.2D) determined by:</p> <ul style="list-style-type: none"> <li>(i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5 m from the rear boundary of a lot with an adjoining frontage; and</li> <li>(ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3 m above natural ground level at the side boundaries and a distance of 4 m from the rear boundary to a building height of not more than 8.5 m above natural ground level; and</li> </ul> <p>(b) only have a setback within 1.5 m of a side boundary if the dwelling:</p> <ul style="list-style-type: none"> <li>(i) does not extend beyond an existing building built on or within 0.2 m of the boundary of the adjoining lot; or</li> <li>(ii) does not exceed a total length of 9 m or one-third the length of the side boundary (whichever is the lesser).</li> </ul>	<p><b>P3</b></p> <p>The siting and scale of a dwelling must:</p> <p>(a) not cause unreasonable loss of amenity by:</p> <ul style="list-style-type: none"> <li>(i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot; or</li> <li>(ii) overshadowing the private open space of a dwelling on an adjoining lot; or</li> <li>(iii) overshadowing of an adjoining vacant lot; or</li> <li>(iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and</li> </ul> <p>(b) provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area.</p>
<p><b>COMMENT:</b></p> <p><i>The application invokes discretion relative to the rear boundary setback for the new deck and lounge room. The land adjoining the rear boundary is a 6 metre wide access containing a shed as shown within Figure 2 below with the addition of a vehicle parking area further west for 16 Bay Street. Additionally, bulk and scale and separation are not a concern because of the driveway separating the proposed development from adjoining houses. In relation to the lot adjoining the southern boundary, although compliant with the acceptable solution, requires consideration under the performance criteria. Shadow plans provided show the extent of shading to the adjoining property at 8 Hilder Street. Although the level of shading is increasing, the area in which the shading is increased is over an existing shed sited within the property, therefore the shading of the extension will not be greater than that created by development already located within the lot. It is also shown within Figure 3 below that the shed and property at 8 Hilder Street is elevated reducing the length of shading upslope. The application is considered to achieve compliance with the performance criteria and relative objectives (c) and (d).</i></p> <div style="display: flex; justify-content: space-around;">   </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <p>Figure 2</p> <p>Figure 3 (street view)</p> </div>	

Table 10.4.2	
Road	Setback (m)
Bass Highway	50



10.4.3 Site coverage and private open space for all dwellings	
To provide:	
<ul style="list-style-type: none"> <li>(a) for outdoor recreation and the operational needs of the residents; and</li> <li>(b) opportunities for the planting of gardens and landscaping; and</li> <li>(c) private open space that is integrated with the living areas of the dwelling; and</li> <li>(d) private open space that has access to sunlight.</li> </ul>	
A1	P1
<p>Dwellings must have:</p> <ul style="list-style-type: none"> <li>(a) a site coverage of not more than 50% (excluding eaves up to 0.6 m); and</li> <li>(b) for multiple dwellings, a total area of private open space of not less than 60 m<sup>2</sup> associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and</li> <li>(c) a site area of which at least 25% of the site area is free from impervious surfaces</li> </ul>	<p>Dwellings must have:</p> <ul style="list-style-type: none"> <li>(a) private open space that is of a size and dimensions that are appropriate for the size of the dwelling and is able to accommodate: <ul style="list-style-type: none"> <li>(i) outdoor recreational space consistent with the projected requirements of the occupants and, for multiple dwellings, take into account any communal open space provided for this purpose within the development; and</li> <li>(ii) operational needs, such as clothes drying and storage; and</li> </ul> </li> <li>(b) reasonable space for the planting of gardens and landscaping.</li> </ul>
<p><b>COMMENT:</b> The proposal provides a site coverage of 39%, ensuring that more than 25% of the site remains free of impervious surfaces. See site plan 18169-02 for confirmation.</p>	

A2	P2
<p>A dwelling must have an area of private open space that:</p> <ul style="list-style-type: none"> <li>(a) is in one location and is at least: <ul style="list-style-type: none"> <li>(i) 24 m<sup>2</sup>; or</li> <li>(ii) 12 m<sup>2</sup>, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and</li> </ul> </li> <li>(b) has a minimum horizontal dimension of: <ul style="list-style-type: none"> <li>(i) 4 m; or</li> <li>(ii) 2 m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and</li> </ul> </li> <li>(c) is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and</li> <li>(d) is not located to the south, south-east or south-west of the dwelling, unless the area receives at least 3 hours of sunlight to 50% of the area between 9.00am and 3.00pm on the 21st June; and</li> <li>(e) is located between the dwelling and the frontage, only if the frontage is orientated between 30 degrees west of north and 30 degrees east of north, excluding any dwelling located behind another on the same site; and</li> <li>(f) has a gradient not steeper than 1 in 10; and</li> <li>(g) is not used for vehicle access or parking.</li> </ul>	<p>A dwelling must have private open space that:</p> <ul style="list-style-type: none"> <li>(a) includes an area that is capable of serving as an extension of the dwelling for outdoor relaxation, dining, entertaining and children's play and that is: <ul style="list-style-type: none"> <li>(i) conveniently located in relation to a living area of the dwelling; and</li> <li>(ii) orientated to take advantage of sunlight.</li> </ul> </li> </ul>
<p><b>COMMENT:</b> Private open space is located north of the dwelling, accessible from the lounge room, compliant with A2. See site plan 19169-02 for confirmation.</p>	



**10.4.4 Sunlight and overshadowing for all dwellings**

To provide:

- (a) the opportunity for sunlight to enter habitable rooms (other than bedrooms) of dwellings; and
- (b) separation between dwellings on the same site to provide reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space.

<b>A1</b>	<b>P1</b>
A dwelling must have at least one habitable room (other than a bedroom) in which there is a window that faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A).	A dwelling must be sited and designed so as to allow sunlight to enter at least one habitable room (other than a bedroom).
<b>COMMENT:</b> <i>The dwelling has a northern facing window within the lounge room, achieving compliance with A1.</i>	

<b>A2</b>	<b>P2</b>
<p>A multiple dwelling that is to the north of a window of a habitable room (other than a bedroom) of another dwelling on the same site, which window faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A), must be in accordance with (a) or (b), unless excluded by (c):</p> <ul style="list-style-type: none"> <li>(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4B): <ul style="list-style-type: none"> <li>(i) at a distance of 3 m from the window; and</li> <li>(ii) vertically to a height of 3 m above natural ground level and then at an angle of 45 degrees from the horizontal.</li> </ul> </li> <li>(b) The multiple dwelling does not cause the habitable room to receive less than 3 hours of sunlight between 9.00 am and 3.00 pm on 21st June.</li> <li>(c) That part, of a multiple dwelling, consisting of: <ul style="list-style-type: none"> <li>(i) an outbuilding with a building height no more than 2.4 m; or</li> <li>(ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6 m horizontally from the multiple dwelling.</li> </ul> </li> </ul>	<p>A multiple dwelling must be designed and sited to not cause unreasonable loss of amenity by overshadowing a window of a habitable room (other than a bedroom), of another dwelling on the same site, that faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A).</p>
<b>COMMENT:</b> <i>Not applicable, The proposal relates to a single dwelling development.</i>	

A3	P3
<p>A multiple dwelling, that is to the north of the private open space, of another dwelling on the same site, required in accordance with A2 or P2 of subclause 10.4.3, must be in accordance with (a) or (b), unless excluded by (c):</p> <p>(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4C):</p> <ul style="list-style-type: none"> <li>(i) at a distance of 3 m from the northern edge of the private open space; and</li> <li>(ii) vertically to a height of 3 m above natural ground level and then at an angle of 45 degrees from the horizontal.</li> </ul> <p>(b) The multiple dwelling does not cause 50% of the private open space to receive less than 3 hours of sunlight between 9.00 am and 3.00 pm on 21st June.</p> <p>(c) That part, of a multiple dwelling, consisting of:</p> <ul style="list-style-type: none"> <li>(i) an outbuilding with a building height no more than 2.4 m; or</li> <li>(ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6 m horizontally from the multiple dwelling.</li> </ul>	<p>A multiple dwelling must be designed and sited to not cause unreasonable loss of amenity by overshadowing the private open space, of another dwelling on the same site, required in accordance with A2 or P2 of subclause 10.4.3.</p>
<p><b>COMMENT:</b> <i>Not applicable, The proposal relates to a single dwelling development.</i></p>	

#### 10.4.5 Width of openings for garages and carports for all dwellings

To reduce the potential for garage or carport openings to dominate the primary frontage.

A1	P1
<p>A garage or carport within 12 m of a primary frontage (whether the garage or carport is free-standing or part of the dwelling) must have a total width of openings facing the primary frontage of not more than 6 m or half the width of the frontage (whichever is the lesser).</p>	<p>A garage or carport must be designed to minimise the width of its openings that are visible from the street, so as to reduce the potential for the openings of a garage or carport to dominate the primary frontage.</p>
<p><b>COMMENT:</b> <i>Not applicable; There are no garages or carports proposed.</i></p>	

10.4.6 Privacy for all dwellings	
To provide reasonable opportunity for privacy for dwellings.	
<b>A1</b>	<b>P1</b>
<p>A balcony, deck, roof terrace, parking space, or carport (whether freestanding or part of the dwelling), that has a finished surface or floor level more than 1 m above natural ground level must have a permanently fixed screen to a height of at least 1.7 m above the finished surface or floor level, with a uniform transparency of no more than 25%, along the sides facing a:</p> <ul style="list-style-type: none"> <li>(a) side boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 3 m from the side boundary; and</li> <li>(b) rear boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 4 m from the rear boundary; and</li> <li>(c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is at least 6 m: <ul style="list-style-type: none"> <li>(i) from a window or glazed door, to a habitable room of the other dwelling on the same site; or</li> <li>(ii) from a balcony, deck, roof terrace or the private open space, of the other dwelling on the same site.</li> </ul> </li> </ul>	<p>A balcony, deck, roof terrace, parking space or carport (whether freestanding or part of the dwelling) that has a finished surface or floor level more than 1 m above natural ground level, must be screened, or otherwise designed, to minimise overlooking of:</p> <ul style="list-style-type: none"> <li>(a) a dwelling on an adjoining lot or its private open space; or</li> <li>(b) another dwelling on the same site or its private open space; or</li> <li>(c) an adjoining vacant residential lot.</li> </ul>
<p><b>COMMENT:</b>  <i>The portion of the deck located within 4 metres of the rear boundary has a floor level of less than 1 metre, compliant with A1.</i></p>	

<b>A2</b>	<b>P2</b>
<p>A window or glazed door, to a habitable room, of a dwelling, that has a floor level more than 1 m above the natural ground level, must be in accordance with (a), unless it is in accordance with (b):</p> <ul style="list-style-type: none"> <li>(a) The window or glazed door: <ul style="list-style-type: none"> <li>(i) is to have a setback of at least 3 m from a side boundary; and</li> <li>(ii) is to have a setback of at least 4 m from a rear boundary; and</li> <li>(iii) if the dwelling is a multiple dwelling, is to be at least 6 m from a window or glazed door, to a habitable room, of another dwelling on the same site; and</li> <li>(iv) if the dwelling is a multiple dwelling, is to be at least 6 m from the private open space of another dwelling on the same site.</li> </ul> </li> </ul>	<p>A window or glazed door, to a habitable room of dwelling, that has a floor level more than 1 m above the natural ground level, must be screened, or otherwise located or designed, to minimise direct views to:</p> <ul style="list-style-type: none"> <li>(a) window or glazed door, to a habitable room of another dwelling; and</li> <li>(b) the private open space of another dwelling; and</li> <li>(c) an adjoining vacant residential lot.</li> </ul>

<p>(b) The window or glazed door:</p> <p>(i) is to be offset, in the horizontal plane, at least 1.5 m from the edge of a window or glazed door, to a habitable room of another dwelling; or</p> <p>(ii) is to have a sill height of at least 1.7 m above the floor level or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level; or</p> <p>(iii) is to have a permanently fixed external screen for the full length of the window or glazed door, to a height of at least 1.7 m above floor level, with a uniform transparency of not more than 25%.</p>	
<p><b>COMMENT:</b> <i>Not applicable;</i> <i>The western elevation does not have a floor level exceeding 1 metre in height.</i></p>	

<b>A3</b>	<b>P3</b>
<p>A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of at least:</p> <p>(a) 2.5 m; or</p> <p>(b) 1 m if:</p> <p>(i) it is separated by a screen of at least 1.7 m in height; or</p> <p>(ii) the window, or glazed door, to a habitable room has a sill height of at least 1.7 m above the shared driveway or parking space, or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level.</p>	<p>A shared driveway or parking space (excluding a parking space allocated to that dwelling), must be screened, or otherwise located or designed, to minimise detrimental impacts of vehicle noise or vehicle light intrusion to a habitable room of a multiple dwelling.</p>
<p><b>COMMENT:</b> <i>Not applicable;</i> <i>The proposal relates to a single dwelling development and does not include any shared driveways.</i></p>	

#### 10.4.7 Frontage fences

A frontage fence is to –

- (a) assist privacy and security for occupants of a dwelling;
- (b) assist to attenuate likely impact from activity on a road, on the site, or on adjacent land;

<b>A1</b>	<b>P1</b>
<p>The height of a fence, including any supporting retaining wall, on a frontage or within a frontage setback must be –</p> <p>(a) not more than 1.2m if the fence is solid; or</p> <p>(b) not more than 1.8m provided that part of the fence above 1.2m has openings that provide not less than a uniform 50% transparency.</p>	<p>The height of a fence on a frontage or within a frontage setback must be reasonably required for security and privacy of the site</p>
<p><b>Comment:</b> <i>Not applicable;</i> <i>No frontage fences are included in this proposal.</i></p>	

10.4.8 Waste storage for multiple dwellings	
To provide for the storage of waste and recycling bins for multiple dwellings.	
<b>A1</b>	<b>P1</b>
A multiple dwelling must have a storage area, for waste and recycling bins, that is an area of at least 1.5 m <sup>2</sup> per dwelling and is within one of the following locations:	A multiple dwelling development must provide storage, for waste and recycling bins, that is:
<ul style="list-style-type: none"> <li>(a) in an area for the exclusive use of each dwelling, excluding the area in front of the dwelling; or</li> <li>(b) in a communal storage area with an impervious surface that: <ul style="list-style-type: none"> <li>(i) has a setback of at least 4.5 m from a frontage; and</li> <li>(ii) is at least 5.5 m from any dwelling; and</li> <li>(iii) is screened from the frontage and any dwelling by a wall to a height of at least 1.2 m above the finished surface level of the storage area.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>(a) capable of storing the number of bins required for the site; and</li> <li>(b) screened from the frontage and dwellings; and</li> <li>(c) if the storage area is a communal storage area, separated from dwellings on the site to minimise impacts caused by odours and noise.</li> </ul>
<b>COMMENT:</b> Not applicable; The proposal relates to a single dwelling development.	

10.4.9 Suitability of a site or lot for use or development	
The minimum properties of a site and of each lot on a plan of subdivision are to –	
<ul style="list-style-type: none"> <li>(a) provide a suitable development area for the intended use;</li> <li>(b) provide access from a road; and</li> <li>(c) make adequate provision for connection to a water supply and for the drainage of sewage and stormwater</li> </ul>	
<b>A1</b>	<b>P1</b>
A site or each lot on a plan of subdivision must –	A site or each lot on a plan of subdivision must –
<ul style="list-style-type: none"> <li>(a) have an area of not less than 330m<sup>2</sup> excluding any access strip; and</li> <li>(b) if intended for a building, contain a building area of not less than 10.0m x 15.0m <ul style="list-style-type: none"> <li>(i) clear of any applicable setback from a frontage, side or rear boundary;</li> <li>(ii) clear of any applicable setback from a zone boundary;</li> <li>(iii) clear of any registered easement;</li> <li>(iv) clear of any registered right of way benefiting other land;</li> <li>(v) clear of any restriction imposed by a utility;</li> <li>(vi) not including an access strip;</li> <li>(vii) accessible from a frontage or access strip; and</li> <li>(viii) if a new residential lot, with a long axis within the range 30° east of north and 20° west of north</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>(a) be of sufficient area for the intended use or development without likely constraint or interference for – <ul style="list-style-type: none"> <li>(i) erection of a building if required by the intended use;</li> <li>(ii) access to the site;</li> <li>(iii) use or development of adjacent land;</li> <li>(iv) a utility; and</li> <li>(v) any easement or lawful entitlement for access to other land; and</li> </ul> </li> <li>(b) if a new residential lot, be orientated to maximise opportunity for solar access to a building area</li> </ul>
<b>COMMENT:</b> Although the site is suitable to provide a 10m x 15m building area, the proposal has chosen to go outside of this building area, which has also been addressed within the relative development standard 10.4.2 (P3). The site is of sufficient size to provide the building area proposed without impact to the existing access to the site. Additionally, shadow diagrams have been provided which demonstrate that the proposal will have no greater impact than an existing shed located within their lot. There are no utilities or easements which are impacted by this development. The application is considered to accord with the performance criteria and relative objective (a).	

A2	P2
<p>A site or each lot on a subdivision plan must have a separate access from a road –</p> <p>(a) across a frontage over which no other land has a right of access; and</p> <p>(b) if an internal lot, by an access strip connecting to a frontage over land not required as the means of access to any other land; or</p> <p>(c) by a right of way connecting to a road -</p> <p>(i) over land not required as the means of access to any other land; and</p> <p>(ii) not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and</p> <p>(d) with a width of frontage and any access strip or right of way of not less than -</p> <p>(i) 3.6 m for a single dwelling development; or</p> <p>(ii) 6.0 m for multiple dwelling development or development for a non-residential use; and</p> <p>(e) the relevant road authority in accordance with the Local Government (Highways) Act 1982 or the Roads and Jetties Act 1935 must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a proposed subdivision plan</p>	<p>(a) A site must have a reasonable and secure access from a road provided –</p> <p>(i) across a frontage; or</p> <p>(ii) by an access strip connecting to a frontage, if for an internal lot; or</p> <p>(iii) by a right of way connecting to a road over land not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and</p> <p>(iv) the dimensions of the frontage and any access strip or right of way must be adequate for the type and volume of traffic likely to be generated by –</p> <p>a. the intended use; and</p> <p>b. the existing or potential use of any other land which requires use of the access as the means of access for that land; and</p> <p>(v) the relevant road authority in accordance with the Local Government (Highways) Act 1982 or the Roads and Jetties Act 1935 must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a subdivision plan; or</p> <p>(b) It must be unnecessary for the development to require access to the site or to a lot on a subdivision plan</p>
<p><b>COMMENT:</b></p> <p><i>The lot has direct frontage and access to Hilder Street, to which no changes are proposed, compliant with A2.</i></p>	

A3	P3
<p>A site or each lot on a plan of subdivision must be capable of connecting to a water supply provided in accordance with the Water and Sewerage Industry Act 2008</p>	<p>It must be unnecessary to require a water supply</p>
<p><b>COMMENT:</b></p> <p><i>The site has an existing connection to a reticulated water supply, compliant with A3.</i></p>	

A4	P4
<p>A site or each lot on a plan of subdivision must be capable of draining and disposing of sewage and waste water to a sewage system provided in accordance with the Water and Sewerage Industry Act 2008</p>	<p>It must be unnecessary to require the drainage and disposal of sewage or waste water</p>
<p><b>COMMENT:</b></p> <p><i>The site has an existing connection to a reticulated sewerage drainage system, compliant with A4.</i></p>	

<b>A5</b>	<b>P5</b>
A site or each lot on a plan of subdivision must be capable of draining and disposing of stormwater to a stormwater system provided in accordance with the Urban Drainage Act 2013	It must be unnecessary to require the drainage of stormwater
<b>COMMENT:</b> <i>The site has an existing connection to an Urban Drainage System, compliant with A5.</i>	

#### 10.4.10 Dwelling density for single dwelling development

Residential dwelling density is to–

- (a) make efficient use of suburban land for housing;
- (b) optimise utilities and community services; and
- (c) be not less than 12 and not more than 30 dwellings per hectare

<b>A1</b>	<b>P1</b>
<b>(a)</b> The site area per dwelling for a single dwelling must - <b>(i)</b> be not less than 325m <sup>2</sup> ; and	Dwelling density for a single dwelling must be on a site constrained for residential development at suburban densities as a result of – <ul style="list-style-type: none"> <li>(a) size and shape of the site;</li> <li>(b) physical and topographic conditions;</li> <li>(c) capacity of available and planned utilities;</li> <li>(d) arrangements for vehicular or pedestrian access;</li> <li>(e) unacceptable level of risk from exposure to a natural hazard listed in a Code that is part of this planning scheme;</li> <li>(f) contamination;</li> <li>(g) any requirement of a conservation or urban design outcome detailed in a provision in this planning scheme;</li> <li>(h) a utility; or</li> <li>(i) any lawful and binding requirement – <ul style="list-style-type: none"> <li>(i) the State or a council or by an entity owned or regulated by the State or a council to acquire or occupy part of the site; or</li> <li>(ii) an interest protected at law by an easement or other regulation</li> </ul> </li> </ul>
<b>COMMENT:</b> <i>The site has an area of 562m<sup>2</sup>, compliant with A1.</i>	

10.4.12 Setback of development for sensitive use	
<p>Development for a sensitive use is to –</p> <p>(a) minimise likelihood for conflict, interference, and constraint between the sensitive use and the use or development of land in a zone that is not for a residential purpose; and</p> <p>(b) Minimize unreasonable impact on amenity of the sensitive use through exposure to emission of noise, fumes, light and vibration from road, rail, or marine transport</p>	
<b>A1</b>	<b>P1</b>
<p>A building containing a sensitive use must be contained within a building envelope determined by –</p> <p>(a) the setback distance from the zone boundary as shown in the Table to this clause; and</p> <p>(b) projecting upward and away from the zone boundary at an angle of 45° above the horizontal from a wall height of 3.0m at the required setback distance from the zone boundary</p>	<p>The location of a building containing a sensitive use must –</p> <p>(a) minimise likelihood for conflict, constraint or interference by the sensitive use on existing and potential use of land in the adjoining zone; and</p> <p>(b) minimise likely impact from existing and potential use of land in the adjoining zone on the amenity of the sensitive use</p>
<p><b>COMMENT:</b></p> <p><i>The site is not located within any distance detailed within the table to this clause.</i></p>	

<b>A2</b>	<b>P2</b>
<p>Development for a sensitive use must be not less than 50m from –</p> <p>(a) a major road identified in the Table to this clause;</p> <p>(b) A railway;</p> <p>(c) Land designated in the planning scheme for future road or rail purposes; or</p> <p>(d) a proclaimed wharf area</p>	<p>Development for a sensitive use must –</p> <p>(a) have minimal impact for safety and efficient operation of the transport infrastructure; and</p> <p>(b) incorporate appropriate measures to mitigate likely impact of light, noise, odour, particulate, radiation or vibration emissions; or</p> <p>(c) be temporary use or development for which arrangements have been made with the relevant transport infrastructure entity for removal without compensation within 3 years</p>
<p><b>COMMENT:</b></p> <p><i>The site is located within 50 metres of the Bass Highway, therefore reliant on the performance criteria. In relation to the extension, the development is sited more than 40 metres from the Highway with two dwellings in between. The proposal is therefore not considered to impact the safe and efficient operation of the transport infrastructure. In relation to mitigating impact, the separation mitigates light, odour and particulate emissions and new double-glazed windows will reduce noise concerns. The proposal is considered to achieve compliance with the performance criteria and objectives to this clause.</i></p>	

Table to Clause 10.4.12 A1	
Adjoining Zone	Setback (m)
Local Business	4.0
General Business	4.0
Commercial	4.0
Light Industrial	4.0
General Industrial	4.0
Rural Resource	<p>(a) 50.0; or</p> <p>(b) 4.0 if the site is a lot approved for residential use on a plan of subdivision sealed before this planning scheme came into effect</p>
Utilities	10.0



Note - If the zone boundary is a road, the setback is from the frontage of the site to the road containing the zone boundary.

Table to Clause 10.4.12 A2	
Road	Setback (m)
Bass Highway	50
Burnie Truck Route (Massey-Green Drive)	50
Ridgley Highway	

CODES	
<b>E1 – Bushfire-Prone Areas Code</b>	N/A
The proposal does not relate to a vulnerable or hazardous use, nor does it involve the subdivision of land.	
<b>E2 Airport Impact Management Code</b>	N/A
The property is not sited within the flight path of the North/West Regional Hospital Helipad.	
<b>E3 – Clearing and Conversion of Vegetation Code</b>	N/A
The proposed development does not invoke E3.2.1 (a) through to (f).	
<b>E4 – Clearing and Conversion of Vegetation Code</b>	N/A
The proposed development does not invoke E3.2.1 (a) through to (f).	
<b>E5 Local Heritage Code</b>	N/A
The lot is not listed within the Heritage Code or listed on the Tasmanian Heritage Register.	
<b>E6 Hazard Management Code</b>	Yes
The site identifies medium hazard landslide. A report has been prepared and provided by Tasman Geotechnics TG19106/5 which finds the site to have a very low risk profile.	
<b>E7 Sign Code</b>	N/A
There are no signs proposed as part of this application.	
<b>E8 Telecommunication Code</b>	N/A
The application does not propose any telecommunication facilities.	
<b>E9 Traffic Generating Use and Parking Code</b>	Yes
The proposal does not impact the existing and compliant parking. See site plan provided by PLA Designs.	
<b>E10 Water and Waterways Code</b>	N/A
The property is located approximately 108 metres from the high tide water mark, ensuring a setback greater than 30 metres from the shoreline.	



**LANDSLIDE RISK ASSESSMENT  
PROPOSED EXTENSION TO EXISTING RESIDENCE  
6 HILDER STREET, PARKLANDS**

Prepared for: **RT and NJ Construction  
Services**

Date: 12 December 2019

Document Reference: TG19106/5 - 03report Rev01

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## Important information about your report

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### Figures

- Figure 1 Extract of MRT Geology Map  
Figure 2 Extract of MRT Landslide Inventory Map  
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Figure 4 Site Layout and Borehole Location

### Appendices

- Appendix A Engineering Borehole Log  
Appendix B Site Photographs  
Appendix C Landslide Risk Matrix  
Appendix D Risk to Life  
Appendix E Guidelines to Hillside Construction

Version	Date	Prepared by	Reviewed by	Distribution
Original	30 October 2019	Dr Alan Chester	Dr Wayne Griffioen	Electronic
Rev01	12 December 2019	David Gibbons	Dr Wayne Griffioen	Electronic

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## 1 INTRODUCTION

Tasman Geotechnics was commissioned by Richard Townsend to carry out a Landslide Risk Assessment for a proposed development at 6 Hilder Street, Parklands (title reference 213621/1).

The development is to extend the existing house to the west and construct a deck along the northern side of the existing house.

The assessment is required as part of the Planning Application process as the development is mapped within a "Medium" hazard band on the Landslide Planning Map V2 – Hazard Bands overlay on The LIST.

Our scope of work consisted of:

- Reviewing available reports and maps;
- Carrying out a site walkover to note geomorphological features associated with landslide activity;
- Hand augering of one borehole (HA1) to determine subsurface conditions;
- Conducting a Landslide Risk Assessment.

The assessment is consistent with the Landslide Risk Assessment guidelines published by the Australian Geomechanics Society (2007).

## 2 BACKGROUND INFORMATION

### 2.1 Regional Setting

The site is located on the steep coastal escarpment just to the west of the town of Burnie. At this location the steep coastal escarpment drops directly to sea level and there is no coastal plain below the escarpment. The Bass Highway and parallel railway follow the shoreline and a cutting has been made into the toe of the slope to provide room for the Bass Highway.

Above Bay Street to the south of Hilder Street is a small cliff line formed in Proterozoic aged rocks. Hilder Street is oriented north to south on the slope formed below the cliff line.

### 2.2 Geology

The Mineral Resources Tasmania (MRT) 1:25,000 Series Digital Geological map, Burnie Sheet, shows the site to be mapped on Quaternary aged sediments, described as "*Talus, till and scree of Probable Pleistocene age.*" Bedrock of Neoproterozoic aged turbidites and mafic lavas are mapped at the shoreline and on the steep slopes south of Bay Street, and probably underlie the Quaternary aged sediments.

An extract of the MRT map is presented on Figure 1.

### 2.3 Landslide Mapping

The MRT Landslide Inventory Map shows that the site is located within a discrete landslide (ID 2981). The landslide is 190m long south to north (falling to the north) and 126m wide with the central axis following Hilder Street. Three similar sized landslides are mapped parallel to each other, the axis of each being approximately 200m apart and in a similar position relative to the local topography. An extract of the Landslide Inventory Map is presented in Figure 2.

For the basalt soils of North-West coast of Tasmania, MRT have identified two scales of landslides:

- Deep-seated rotational landslides; and
- Shallow slides or debris flows.

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Landslide susceptibility maps for both scales of landsliding have been developed by MRT, and extracts are presented in Figure 3.

Susceptibility zones for first time deep-seated failures were developed by MRT by statistical analysis of slope geometry and geological material of known landslides, and are mapped as possible source, regression and runout areas associated with potential landslide movement. For the Tertiary basalts, threshold values of source, regression and runout areas are 14°, 20° and 16° respectively.

The Burnie Deep-seated Landslide Susceptibility Map shows that the site is located on runout areas. Areas immediately south of the site are mapped as source areas.

For shallow slides and debris flows, the susceptibility for source area is also based on slope angle:

- High: greater than 20°
- Moderate: between 10° and 20°
- Low: between 6° and 10°
- Very Low: less than 6°

The site is mapped as Moderate susceptibility for shallow slides.

## 2.4 Previous Reports

A search was made of the Mineral Resources Tasmania (MRT) website for reports on landslides close to the site. Eight reports were identified that discuss nearby landslides.

- Six of these discuss a landslide at the northern end of Hilder Street, also known as the Parklands slide (ID 2981)
- Two discuss a landslide at Bay Street (ID 390)

A 9<sup>th</sup> report was also identified about geology of the Burnie area and ways to mitigate the impact of landslides.

All of the reports discussing landslides relied on site observations. No borehole or test pits investigations were carried out for these reports.

### 2.4.1 Parklands Slide

The Parklands Slide is located on the alignment of Hilder Street.

Burns and Gee (1962a) provide a brief history of the area as follows: the Burnie to Myalla railway was built in 1913. The first recorded landslide occurred in 1920. Between 1927 and 1930 the railway was moved south and the Bass Highway was also moved south to accommodate the railway. A loose rock retaining wall was built to retain a cut embankment.

In 1932 a landslide crossed the highway and part of the retaining wall was damaged. It is likely that either the road (Bass Highway) or railway (or both) had required a cut to be made into the toe of a steep slope.

In 1955 the area south of the highway was subdivided. It appears that no proper system of storm water drainage was supplied, with each landowner having to construct private systems. Likewise no sewerage system was built with separate septic systems operating on each site.

Burns and Gee (1962a) note that *"From 1955 to the present [1962], the slope has slowly shifted ... with the rate of movement accelerated in recent years"*.

Burns (1962) produced a preliminary report on the Parklands Landslip. While the report does not identify the cause of the slide, it recommends construction of a mass retaining wall and improved drainage.

Burns and Gee (1962b) report that a vehicle overturned on the highway after striking the toe. The base of the slide was determined to be 1.5m (5ft) below the highway level, close to the top of the bedrock. Burns and Gee state that soft brown clay derived from dolerite was present in the slip zone. Burns and Gee also note that groundwater seepage occurred from French drains in

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backyards, along a sewerage line and a small creek. They list 5 contributing factors in causing the slide.

Jennings (1963) states that the Bass Highway impounded water resulting in soft brown clay. The slip plane passed through the soft brown clay while the clay above was dry. Jennings summarises the cause of the landslide as being a combination of 4 factors:

1. Groundwater, either from increased infiltration due to building on the plateau, or natural drainage;
2. Poor stormwater drainage, which was the responsibility of the owners in the 1960's. Jennings expected that many of the drains were disrupted by soil creep;
3. Construction works for Button Street and nearby houses, which resulted in excess spoil being placed at the top of the embankment; and
4. Service trenches for sewerage, water and telecommunication cables, which have tended to act as water conduits.

A subsequent report by Jennings (1964) notes that the heel of the slide subsided around 5ft to 10ft (1.5 to 3m) between August 1962 and November 1963. The report recommended action to stabilize the slide, as the slide presented a hazard for motorists on the Bass Highway.

A retaining wall was constructed along the affected section soon after and this has prevented further major slides occurring. No information on the design of the retaining wall was found in MRT archives.

In November 1967 Jennings (1967) investigated damage to a property south and adjacent to the 1962 landslide. The retaining wall constructed to stabilize the slope did not continue below the damaged property. Jennings identified three causes for the house damage: i) drying of the clay due to installed drainage, ii) relaxation of soil stresses causing movements or iii) renewed or continuing earth movements around the end of the retaining wall. However, no prime factor was able to be identified.

#### **2.4.2 Bay Street**

Hughes (1958) investigated a slide between Avon Street and Bay Street (ID 390) that caused damage to outbuildings, fences and back gardens of 2 properties. Hughes described the geological setting as a steep hillside consisting of basalt overlying Precambrian rocks consisting of slates and quartzites. Hughes notes that *"slips are likely to occur at any time in the forward slopes of these basalt hills, but usually they are accentuated by some abnormal absorption of water"*. Two sources were identified: i) surface runoff from recent house construction on the uphill side of Bay Street, and ii) abnormal heavy rain in May 1962.

Weldon (1991) inspected a house in Bay Street, Burnie. The mortar along the brickwork showed cracks generally about 1mm wide. Nevertheless, no cracks were observed in the perimeter concrete wall supporting the brickwork. Most of the damage occurred on the south side of the house and where moisture could easily enter the soil. Weldon recommended installing proper drainage to prevent a buildup of water in the clay around the footings of the house to prevent further damage. Therefore, the damage to the house was most likely not caused by landslide movement.

#### **2.4.3 Geology**

Matthews (1964) mapped the geology around Burnie and included in his report a map of land stability. In particular, the map shows a number of head scarps and changes in topography at the crest of the escarpment, uphill of the site. These coincide with the mapped landslides on the Landslide Inventory map.

#### **2.5 Proposed Development**

Along with changes to the interior layout, it is proposed to extend the existing house to the west and construct a deck along the northern side of the house. This will include removal of the existing entrance on the northern side of the house and construction of a new entrance.

Landslide Risk Assessment, 6 Hilder Street, Parklands

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### 3 FIELD INVESTIGATION

The fieldwork was carried out by a Geotechnical Engineer and Engineering Geologist from Tasman Geotechnics on 13 September and 2 October 2019. The fieldwork involved

- Site walkover
- Hand augering one borehole (HA1) to a depth of 1.6m.

The borehole log is presented in Appendix A and the borehole location is shown on Figure 1. Selected site photographs are presented in Appendix B.

One soil sample was analyzed by Tasman Geotechnics for Atterberg Limits. The results are presented in Section 4.3.

### 4 RESULTS

#### 4.1 Surface Conditions

The site has been modified by construction of a dwelling and subsequent landscaping. The site contains an existing brick dwelling and shed. There is minor cracking of the brick work and there is evidence of re-painting of brick work on the east facing walls.

Concrete paths run from the street to the house along the southern boundary and a gravel driveway extends from the front boundary to the shed at the rear of the property along the northern boundary. The site has a fall of about 10° to the north, and appears to be well drained.

Concrete paths have pulled away from retaining walls along the southern boundary and a path along the rear (western wall) of the house has moved approximately 50mm downhill resulting in a misalignment of a downpipe.

The road along Hilder street was observed to be in good condition despite its old age.

#### 4.2 Subsurface Conditions

The borehole encountered high plasticity clay from surface to termination depth. The clay varied from stiff near the surface to hard with increasing depth. The clay was sandy from 1.2m to 1.5m below ground level, and contained basalt gravel pieces from 1.5m below ground level.

No groundwater inflow was observed while drilling the borehole.

#### 4.3 Laboratory Results

Laboratory testing by Tasman Geotechnics on a soil sample from HA1 at 0.75-0.95m below ground level found the following Atterberg Limits:

- Liquid Limit = 112%
- Plastic Limit = 33%
- Plasticity Index = 79%
- Linear Shrinkage = 21%.

These results are considered high to very high.

### 5 LANDSLIDE RISK ASSESSMENT

#### 5.1 General

Risk assessment and management principles applied to slopes can be interpreted as answering the following questions;

- What might happen? (HAZARD IDENTIFICATION).

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- How likely is it? (LIKELIHOOD).
- What damage or injury might result? (CONSEQUENCE).
- How important is it? (RISK EVALUATION).
- What can be done about it? (RISK TREATMENT).

The risk is a combination of the likelihood and the consequences for the hazard in question. Thus both likelihood and consequences are taken into account when evaluating a risk and deciding whether treatment is required.

The qualitative likelihood, consequence and risk terms used in this report for risk to property are given in Appendix C and are based on the Landslide Risk Management Guidelines, published by Australian Geomechanics Society (AGS, 2007). The risk terms are defined by a matrix that brings together different combinations of likelihood and consequence. Risk matrices help to communicate the results of risk assessment, rank risks, set priorities and develop transparent approaches to decision making.

## 5.2 Geotechnical Model

The field observations indicate that the subsurface conditions at the site of the proposed extension consist of high plasticity clay. A trace of sand and gravel was noted below 1.5m from ground level which could be considered talus.

Some minor cracks were noted in the brickwork and some brickwork repairs have been carried out. It is possible these cracks were caused during landslide events of the 1960's. Major works have been carried out since to stabilize the slope.

Movement noted of concrete paths, misalignment of downpipes and leaning fence posts all indicate that soil creep is occurring on the site. The creep is likely to be shallow as the existing house does not appear to be adversely effected.

The proposed extension and deck will be light weight construction.

## 5.3 Potential Hazards

Based on the site observations, borehole data and available information discussed in the sections above, the following landslide hazards are identified for the site:

**Reactivation of existing (regional) landslide.** Based on the historical information and MRT mapping, the proposed extension is located on a large (shallow) landslide of unknown activity. The failure mechanism of the slide was probably due to excavation at the toe of the slope for road widening and poor control of waste water across the slope. Re-activation of this landslide could occur if the retaining wall at the toe of the slope were to fail or if current drainage systems were to become blocked.

The likelihood for reactivation of the existing landslide under current climatic conditions and active maintenance regime for a main road is assessed to be Rare.

**Small to Medium scale translational landslide** (up to about 3m deep). Such landslides can occur where retaining walls are poorly designed, or slopes are locally steep, or have been steepened by earthworks (cut or fill) and would involve up to 1,000 m<sup>3</sup> of soil.

There is presently no requirement for substantial excavations at the site. Therefore, the likelihood of a small to medium scale slide under current climatic conditions, is assessed to be Barely Credible.

**Creep.** Leaning fence posts and movements in concrete paths indicate that the likelihood of creep is Almost Certain.

The identification of the potential hazards considers both the site and nearby properties, and is necessary to address stability issues that may negatively impact upon the site and influence the risk to property.

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#### 5.4 Risk to Property

The following table summarizes the risk to property of the landslide events in relation to the proposed development as described in Section 2.5, **assuming limitations in Section 6 are incorporated.**

**Table 2. Landslide risk profiles**

Scenario	Likelihood	Consequence	Risk Profile
Reactivation of existing landslide	Rare, due to engineered retaining wall at base of slope	Major, a number of dwellings would be damaged and a major road could be impacted	Low
Small to Medium scale translational landslide	Barely Credible, no permanent excavation for extension	Minor, some remedial work may be required	Very Low
Creep	Almost certain	Insignificant	Low

The assessment shows that the proposed development presents a Low level of risk, **provided the limitations listed in Section 6 are incorporated in the design.**

#### 5.5 Risk to Life

The calculation of risk to life requires a quantitative assessment. Here, we have used an event tree approach to assess the risk to life for the person most at risk, a resident in the house.

An event tree showing a possible sequence of events is presented in Appendix D for the landslides most likely to present a risk to life. The risk assessment shows that the Risk to Life assuming management measures are incorporated in the design and construction of the house, is  $7.5 \times 10^{-6}/\text{annum}$ .

#### 5.6 Risk Evaluation

The Burnie Interim Planning Scheme stipulates (Clause E6.6.2) that:

*"If the site is within an area of risk shown on a natural hazard map...*

- (a) a hazard risk assessment must determine –*
  - (i) there is an insufficient increase in risk to warrant any specific hazard reduction or protection measure; or*
  - (ii) a tolerable level of risk can be achieved for the type, form, scale and duration of the development..."*

Tolerable levels of risk should be set by the regulator (i.e. local council).

##### Risk to Property

Although tolerable levels of risk for property loss are rarely quoted in literature (AGS, 2007d), AGS (2007d) suggests a Moderate risk profile as a tolerable level of risk for property loss for existing slopes as well new development and existing landslide.

If the Moderate risk profile is adopted as the tolerable level of risk, then the risk assessment shows that incorporating the recommendations of Section 6, *"a tolerable level of risk can be achieved for the type, form, scale and duration of development..."*, and thus, the requirements of Clause E6.6.2 are satisfied for risk to property.

##### Risk to Life

AGS (2007c) suggests the tolerable loss of life for individual most at risk should be  $10^{-5}/\text{annum}$  for new constructed slopes or new development, and  $10^{-4}/\text{annum}$  for existing slopes. The calculated risk to life is  $7.5 \times 10^{-6}$ , and lower than the tolerable loss of life for an existing slope. Thus, the requirements of Clause E6.6.2 are satisfied for risk to life.

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Landslide Risk Assessment, 6 Hilder Street, Parklands

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## 6 DISCUSSION & RECOMMENDATIONS

### 6.1 Limitations on Development

In order to ensure the proposed development does not change the risk profile above Low for the site, it is recommended that the following limitations be enforced:

- Footings for the proposed dwelling may be designed as per AS2870 (discussed in Section 6.2).
- Storm water from roofs and paved areas should be diverted to the council storm water system.
- Where possible, vegetation should be maintained on the slopes to prevent erosion of surface soils. As a minimum, vegetation should comprise grass. If trees are planted on the slope, then the site should be managed such that when the trees reach maturity and are removed, they are replaced with new (young) trees.
- Maintenance of surface runoff, vegetation, retaining structures and other measures described above are the responsibility of the site owner.
- Good hillside construction practices should be followed. A copy of Some Guidelines for Hillside Construction are presented in Appendix E.

### 6.2 Site Classification

Due to the site being located in a landslide area, the proposed dwelling has been given a site classification of:

#### **Class P (AS2870 – 2011)**

Notwithstanding the above, the natural site classification for the proposed extension is as follows:

#### **CLASS H2 (AS 2870 – 2011)**

##### **Characteristic surface movement, $y_s < 75\text{mm}$**

Provided the footings are founded on the CLAY, (CH), high plasticity, grey, encountered from 0.6m below ground level.

### 6.3 Footings

An allowable bearing pressure of 100 kPa is available for edge beams, strip and pad footings founded on the natural soil.

The site classification presented in Section 6.2 assumes that the current natural drainage and infiltration conditions at the site will not be markedly affected by the proposed site development work. Care should therefore be taken to ensure that surface water is not permitted to collect adjacent to the structure and that significant changes to seasonal soil moisture equilibria do not develop as a result of service trench construction or tree root action.

Attention is drawn to Appendix B of AS 2870 and CSIRO Building Technical File BTF18 "Foundation Maintenance and Footing Performance: A Homeowner's Guide" as a guide to maintenance requirement for the proposed structure.

Variations in soil conditions may occur in areas of the site not specifically covered by the field investigation. The base of all footing or beam excavations should therefore be inspected to ensure that the founding medium meets the requirements discussed above.

### 6.4 Wind Classification

The wind classification for the site is as follows:

#### **N3 (AS 4055 - 2012)**

Based on region, terrain, shielding and topography as follows:

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Region	Terrain category	Topography	Shielding
A	TC1.5	T1	FS



## Important information about your report

**These notes are provided to help you understand the limitations of your report.**

### Project Scope

Your report has been developed on the basis of your unique project specific requirements as understood by Tasman Geotechnics at the time, and applies only to the site investigated. Tasman Geotechnics should be consulted if there are subsequent changes to the proposed project, to assess how the changes impact on the report's recommendations.

### Subsurface Conditions

Subsurface conditions are created by natural processes and the activity of man.

A site assessment identifies subsurface conditions at discrete locations. Actual conditions at other locations may differ from those inferred to exist, because no professional, no matter how qualified, can reveal what is hidden by earth, rock and time.

Nothing can be done to change the conditions that exist, but steps can be taken to reduce the impact of unexpected conditions. For this reason, the services of Tasman Geotechnics should be retained throughout the project, to identify variable conditions, conduct additional investigation or tests if required and recommend solutions to problems encountered on site.

### Advice and Recommendations

Your report contains advice or recommendations which are based on observations, measurements, calculations and professional interpretation, all of which have a level of uncertainty attached.

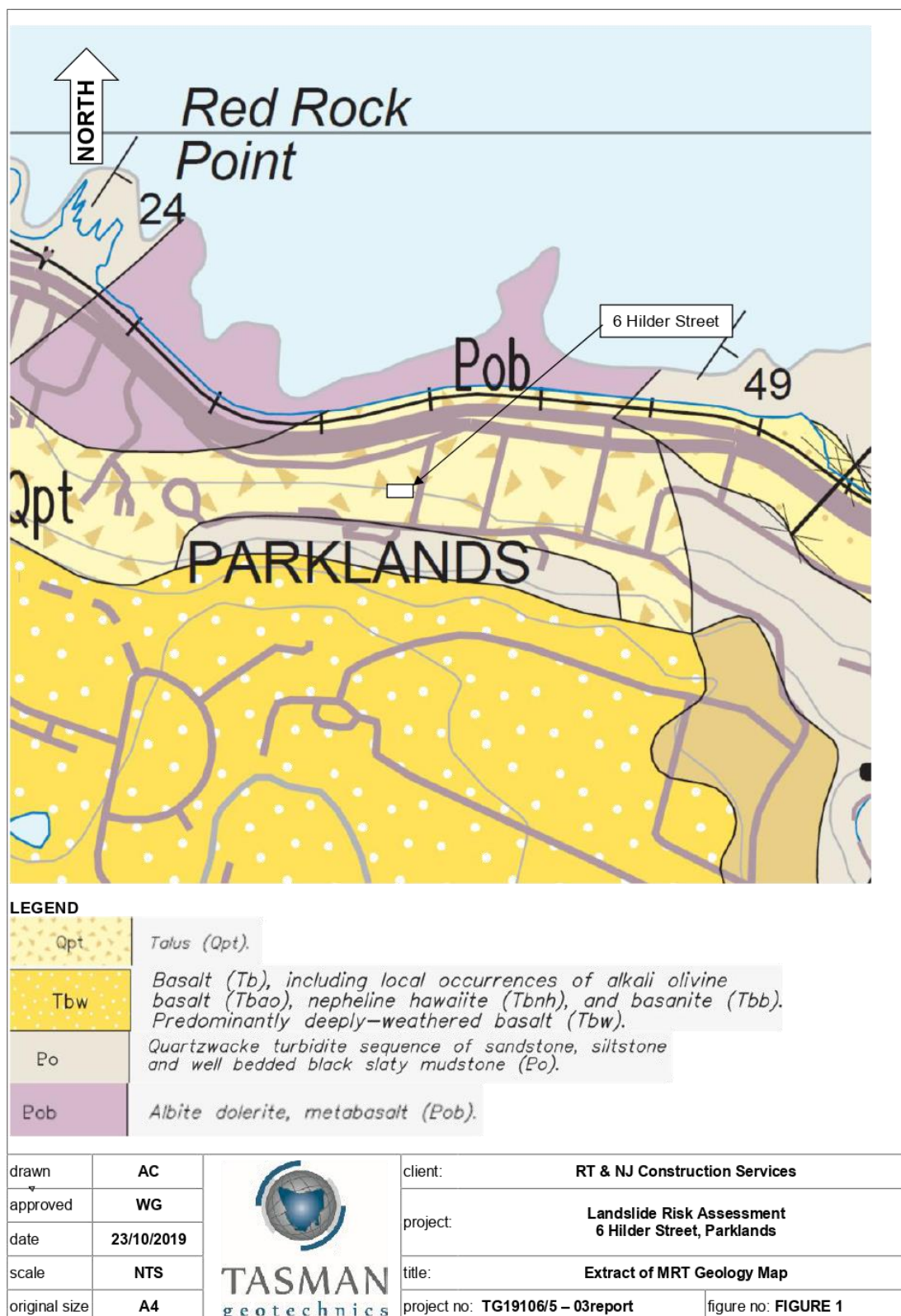
The recommendations are based on the assumption that subsurface conditions encountered at the discrete locations are indicative of an area. This can not be substantiated until implementation of the project has commenced. Tasman Geotechnics is familiar with the background information and should be consulted to assess whether or not the report's recommendations are valid, or whether changes should be considered.

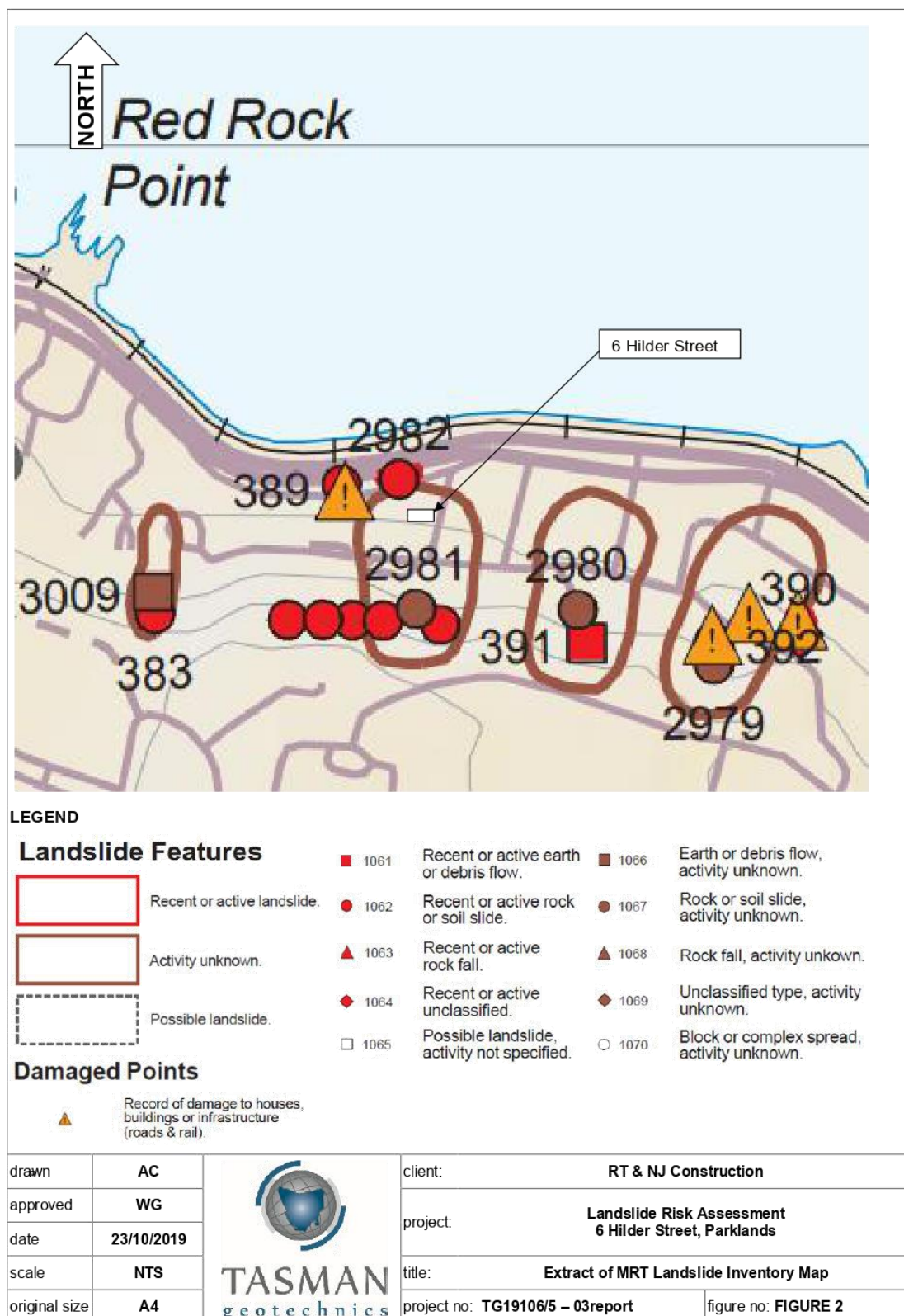
The report as a whole presents the findings of the site assessment, and the report should not be copied in part or altered in any way.

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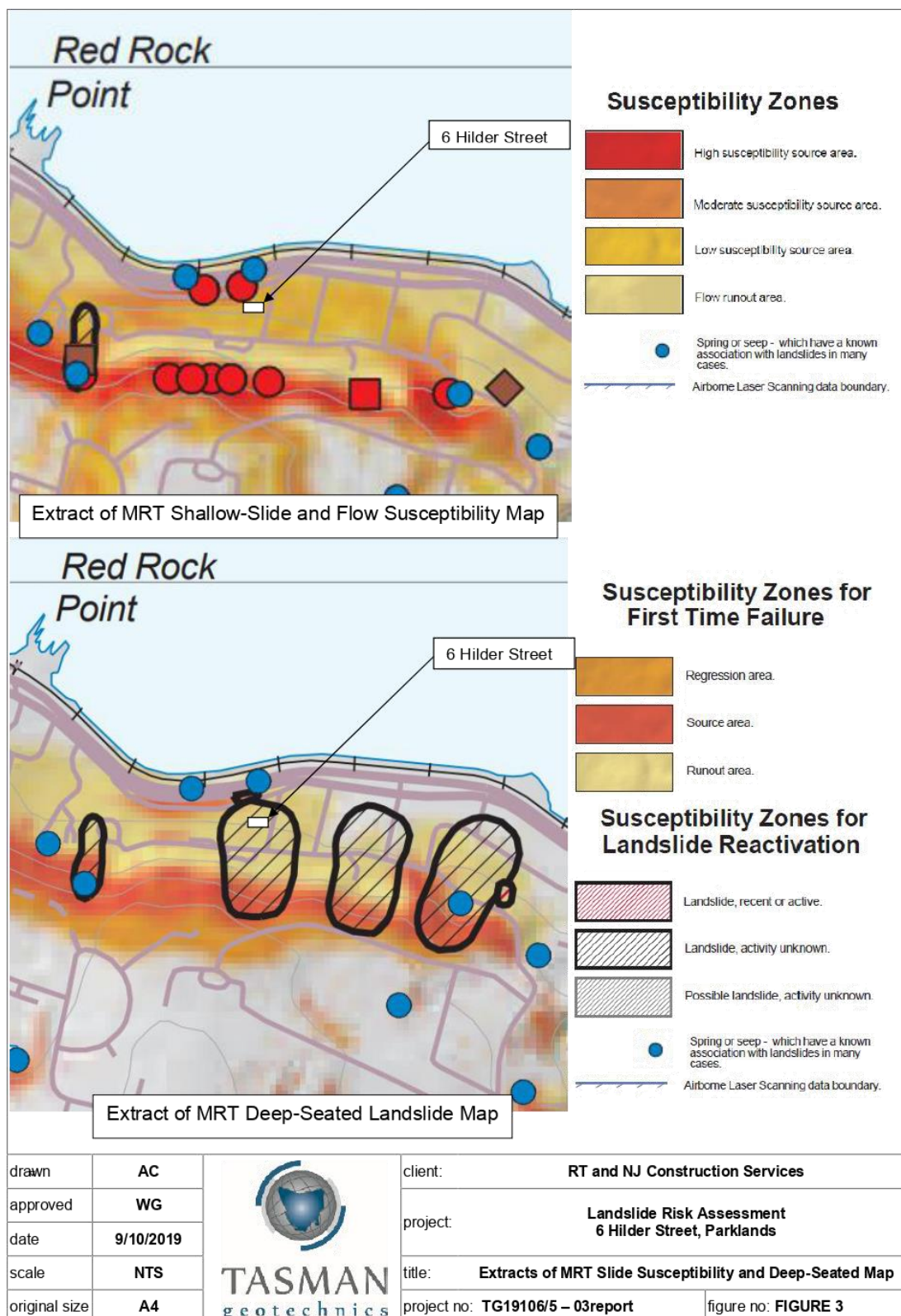
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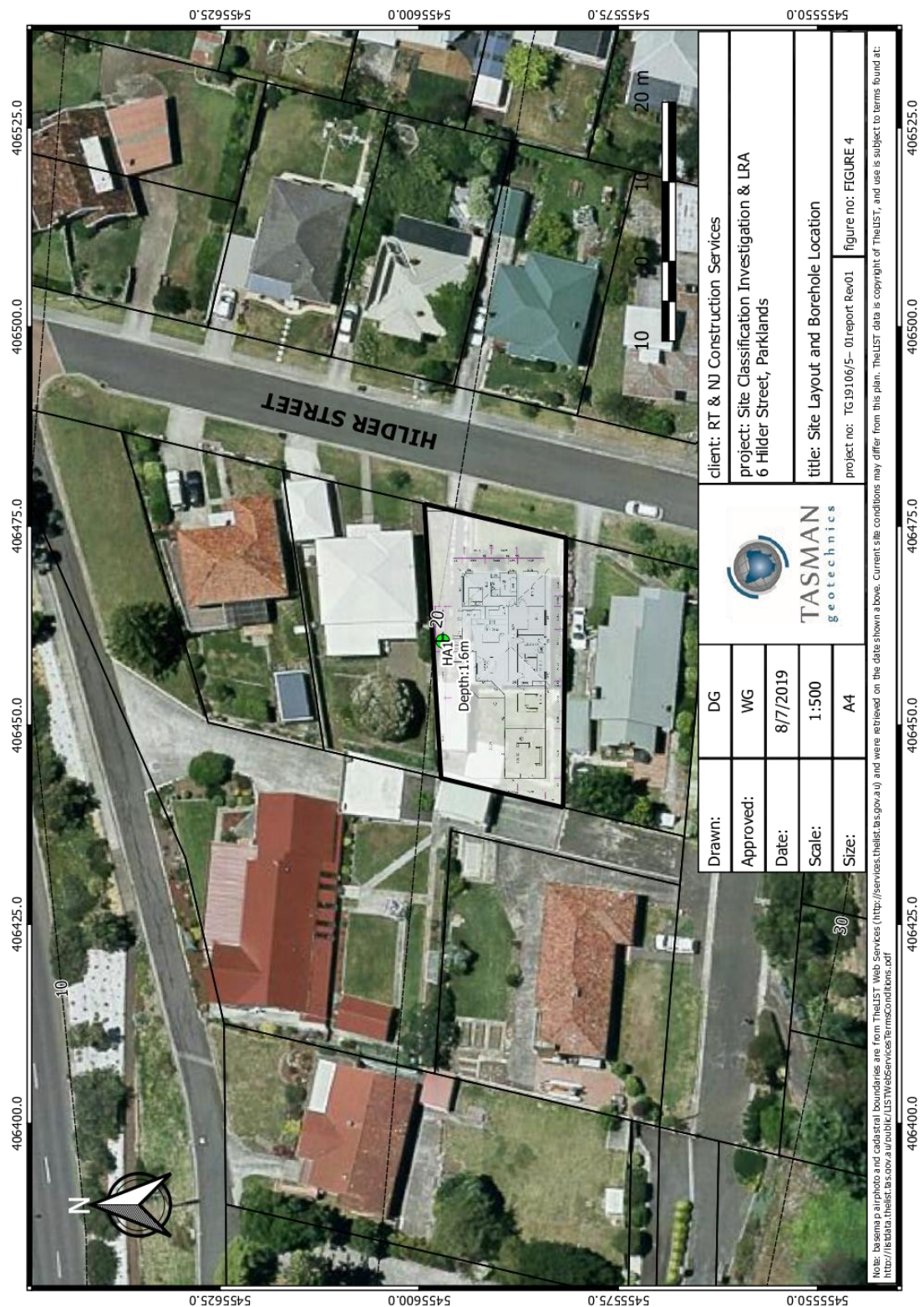












Landslide Risk Assessment, 6 Hilder Street, Parklands

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## **Appendix A**

### **Engineering Borehole Log**

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SOIL DESCRIPTION  
EXPLANATION SHEET

Soils are described in accordance with the Unified Soil Classification System (USCS), as shown in the following table.

## FIELD IDENTIFICATION

COARSE GRAINED SOILS more than 65% of material less than 63mm is larger than 0.075mm	GRAVELS	GW	Well graded gravels and gravel-sand mixtures, little or no fines
		GP	Poorly graded gravels and gravel-sand mixtures, little or no fines
	GRAVELLY SOILS	GM	Silty gravels, gravel-sand-silt mixtures, non-plastic fines
		GC	Clayey gravels, gravel-sand-clay mixtures, plastic fines
	SANDS	SW	Well graded sands and gravelly sands, little or no fines
		SP	Poorly graded sands and gravelly sands, little or no fines
	SANDY SOILS	SM	Silty sand, sand-silt mixtures, non-plastic fines
		SC	Clayey sands, sand-clay mixtures, plastic fines

				DRY STRENGTH	DILATANCY	TOUGHNESS	
FINE GRAINED SOILS	more than 35% of material less than 63mm is less than 0.075mm	SILT & CLAY, liquid limit less than 50%	ML	Inorganic silts, very fine sands or clayey fine sands	None to low	Quick to slow	None
			CL	Inorganic clays or low to medium plasticity, gravelly clays, sandy clays and silty clays	Medium to high	None to very slow	Medium
			OL	Organic silts and organic silty clays of low plasticity	Low to medium	Slow	Low
		SILT & CLAY, liquid limit greater than 50%	MH	Inorganic silts, micaceous or diatomaceous fine sands or silts	Low to medium	Slow to none	Low to medium
			CH	Inorganic clays of high plasticity, fat clays	High	None	High
			OH	Organic clays of medium to high plasticity	Medium to high	None to very slow	Low to medium
PEAT		Pt	Peat muck and other highly organic soils				

## Particle size descriptive terms

Name	Subdivision	Size
Boulders		>200mm
Cobbles		63mm to 200mm
Gravel	coarse	20mm to 63mm
	medium	6mm to 20mm
	fine	2.36mm to 6mm
Sand	coarse	600µm to 2.36mm
	medium	200µm to 600µm
	fine	75µm to 200µm

## Moisture Condition

Dry (D)	Looks and feels dry. Cohesive soils are hard, friable or powdery. Granular soils run freely through fingers.
Moist (M)	Soil feels cool, darkened in colour. Cohesive soils are usually weakened by moisture presence, granular soils tend to cohere.
Wet (W)	As for moist soils, but free water forms on hands when sample is handled

Cohesive soils can also be described relative to their plastic limit, ie: <Wp, =Wp, >Wp  
The plastic limit is defined as the minimum water content at which the soil can be rolled into a thread 3mm thick.

## Consistency of cohesive soils


Term	Undrained strength	Field guide
Very soft VS	<12kPa	A finger can be pushed well into soil with little effort
Soft S	12 - 25kPa	Easily penetrated several cm by fist
Firm F	25 - 50kPa	Soil can be indented about 5mm by thumb
Stiff St	50-100kPa	Surface can be indented but not penetrated by thumb
Very stiff VSt	100-200kPa	Surface can be marked but not indented by thumb
Hard H	>200kPa	Indented with difficulty by thumb nail
Friable Fb	-	Crumbles or powders when scraped by thumb nail

## Density of granular soils





Term	Density index
Very loose	<35%
Loose	15 to 35%
medium dense	35 to 65%
Dense	65 to 85%
Very dense	>85%

## Minor Components

Term	Proportions	Observed properties
Trace of	Coarse grained: <5% Fine grained: <15%	Presence just detectable by feel or eye. Soil properties little or no different to general properties of primary component.
With some	Coarse grained: 5-12% Fine grained: 15-30%	Presence easily detected by feel or eye. Soil properties little different to general properties of primary component.

ENGINEERING BOREHOLE LOG										Borehole no: HA1			
<b>Client:</b> RT & NJ Construction Services <b>Project:</b> AS2870 Site Classification Investigation <b>Location:</b> 6 Hilder Street, Parklands										<b>Sheet no.</b> 1 of 1 <b>Job no.</b> TG19106/5 <b>Drilled Date:</b> 13/09/2019 <b>Logged By:</b> WG			
													
<b>Drill model:</b> Hand Auger <b>Hole diameter:</b> 80mm <b>Slope:</b> -90 <b>Bearing:</b> 0													
Method	Penetration 1 2 3 4				Notes Samples Tests	Water	Depth	Graphic Log	Classification	Material Description	Moisture Condition	Consistency density, index	Structure, additional observations
Hand Auger							0		CH	CLAY, high plasticity, black to dark brown	>Wp	St	Colluvium
							0.5			grey		F-St	
					D		1			Sandy CLAY, high plasticity, mottled brown and grey	<Wp	VSt	
							1.5			CLAY, high plasticity, with a trace or some sand and gravel, mottled black, brown and grey		VSt/H	
							2			Hole terminated at 1.6m, still going			

<b>method</b> DT      Diatube AS      Auger screwing AH      Auger drilling RR      Roller/tricone CB      Claw/blade bit NMLC    NMLC core NQ, HQ   Wireline core HA      Hand auger	<b>water</b>  17/03/18 water level on date shown  water inflow  partial drill fluid loss  complete drill fluid loss	<b>Moisture Condition</b> Dry (D) Moist (M) Wet (W) <b>Cohesive soils can also be described relative to their plastic limit, ie:</b> <Wp =Wp >Wp	<b>Consistency</b> VS    Very soft S      Soft F      Firm St     Stiff VSt   Very stiff H      Hard Fb     Friable
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Landslide Risk Assessment, 6 Hilder Street, Parklands

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## **Appendix B**

**Site Photographs**

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Photo 1. Leaning fence posts along the driveway.



Photo 2. Cracks found on the existing dwelling.

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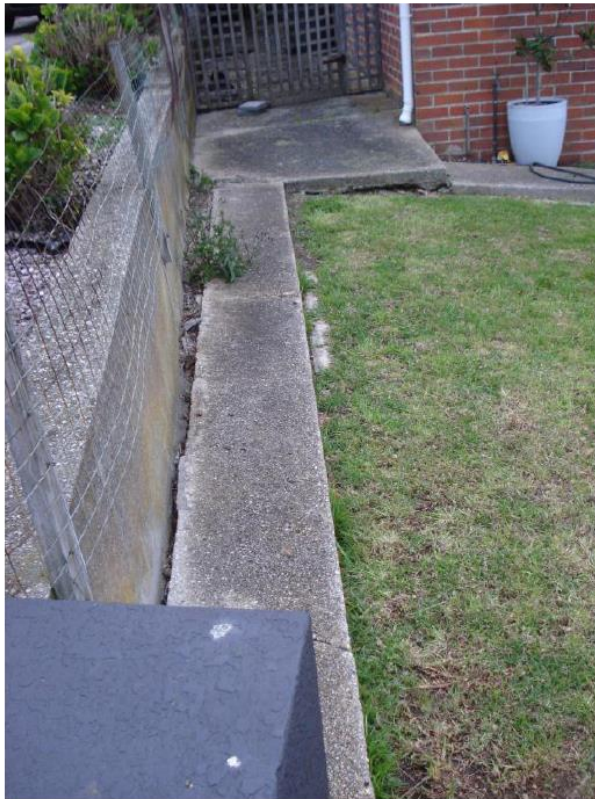


Photo 3. Concrete paths pulled away from the retaining walls.

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Photo 4. Misalignment of downpipe.

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Landslide Risk Assessment, 6 Hilder Street, Parklands

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## **Appendix C**

### **Landslide Risk Matrix**

Tasman Geotechnics  
Reference: TG19106/5 - 03report



## Terminology for use in Assessing Risk to Property

These notes are provided to help you understand concepts and terms used in Landslide Risk Assessment and are based on the "Practice Note Guidelines for Landslide Risk Management 2007" published in *Australian Geomechanics* Vol 42, No 1, 2007.

### Likelihood Terms

The qualitative likelihood terms have been related to a nominal design life of 50 years. The assessment of likelihood involves judgment based on the knowledge and experience of the assessor. Different assessors may make different judgments.

Approximate Annual Probability	Implied indicative Recurrence Interval	Description	Descriptor	Level
$10^{-1}$	10 years	The event is expected to occur over the design life	Almost Certain	A
$10^{-2}$	100 years	The event will probably occur under adverse conditions over the design life	Likely	B
$10^{-3}$	1000 years	The event could occur under adverse conditions over the design life	Possible	C
$10^{-4}$	10,000 years	The event might occur under very adverse conditions over the design life	Unlikely	D
$10^{-5}$	100,000 years	The event is conceivable but only under exceptional circumstances over the design life	Rare	E
$10^{-6}$	1,000,000 years	The event is inconceivable or fanciful for the design life	Barely Credible	F

### Qualitative Measures of Consequence to Property

Indicative Cost of Damage	Description	Descriptor	Level
200%	Structure(s) completely destroyed and/or large scale damage requiring major engineering works for stabilisation. Could cause at least one adjacent property major consequential damage.	Catastrophic	1
60%	Extensive damage to most of structure, and/or extending beyond site boundaries requiring significant stabilisation works. Could cause at least one adjacent property medium consequential damage.	Major	2
20%	Moderate damage to some of structure, and/or significant part of site requiring large stabilisation works. Could cause at least one adjacent property minor consequential damage.	Medium	3
5%	Limited damage to part of structure, and/or part of site requiring some reinstatement stabilisation works	Minor	4
0.5%	Little damage.	Insignificant	5

The assessment of consequences involves judgment based on the knowledge and experience of the assessor. The relative consequence terms are value judgments related to how the potential consequences may be perceived by those affected by the risk. Explicit descriptions of potential consequences will help the stakeholders understand the consequences and arrive at their judgment.

**Qualitative Risk Analysis Matrix – Risk to Property**

Likelihood		Consequences to Property				
	Approximate annual probability	1: Catastrophic	2: Major	3: Medium	4: Minor	5: Insignificant
A: Almost Certain	10 <sup>-1</sup>	VH	VH	VH	H	L
B: Likely	10 <sup>-2</sup>	VH	VH	H	M	L
C: Possible	10 <sup>-3</sup>	VH	H	M	M	VL
D: Unlikely	10 <sup>-4</sup>	H	M	L	L	VL
E: Rare	10 <sup>-5</sup>	M	L	L	VL	VL
F: Barely credible	10 <sup>-6</sup>	L	VL	VL	VL	VL

## NOTES:

1. The risk associated with Insignificant consequences, however likely, is defined as Low or Very Low
2. The main purpose of a risk matrix is to help rank risks and set priorities and help the decision making process.

**Response to Risk**

In general, it is the responsibility of the client and/or regulatory and/or others who may be affected to decide whether to accept or treat the risk. The risk assessor and/or other advisers may assist by making risk comparisons, discussing treatment options, explaining the risk management process, advising how others have reacted to risk in similar situations and making recommendations. Attitudes to risk vary widely and risk evaluation often involves considering more than just property damage (eg environmental effects, public reaction, business confidence etc).

The following is a guide to typical responses to assessed risk.

Risk Level		Example Implications
VH	Very High	Unacceptable without treatment. Extensive detailed investigation and research, planning and implementation of treatment options essential to reduce risk to Low; may be too expensive and not practical. Work likely to cost more than the value of the property.
H	High	Unacceptable without treatment. Detailed investigation, planning and implementation of treatment options required to reduce risk to Low. Work would cost a substantial sum in relation to the value of the property.
M	Moderate	May be tolerated in certain circumstances (subject to regulator's approval) but requires investigation, planning and implementation of treatment options to reduce the risk to Low. Treatment options to reduce to Low risk should be implemented as soon as practicable.
L	Low	Usually accepted by regulators. Where treatment has been required to reduce the risk to this level, ongoing maintenance is required.
VL	Very Low	Acceptable. Manage by normal slope maintenance procedures

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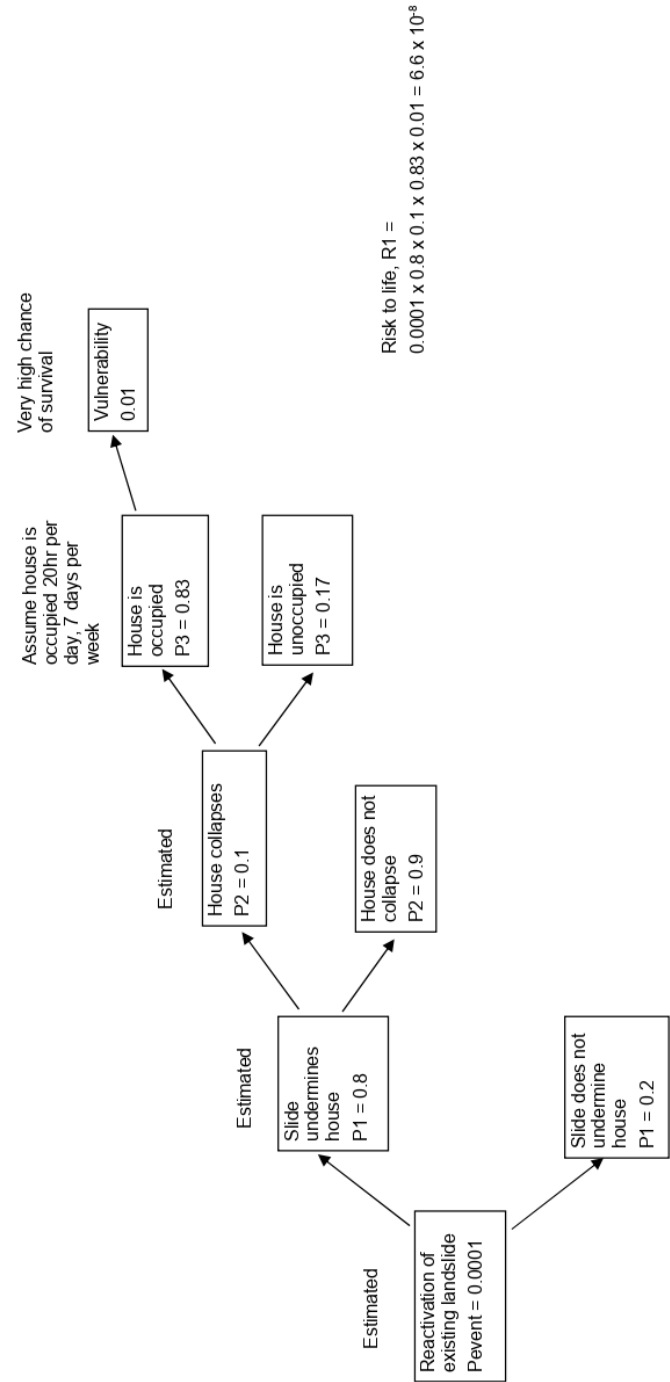
## **Appendix D**

**Risk to Life**

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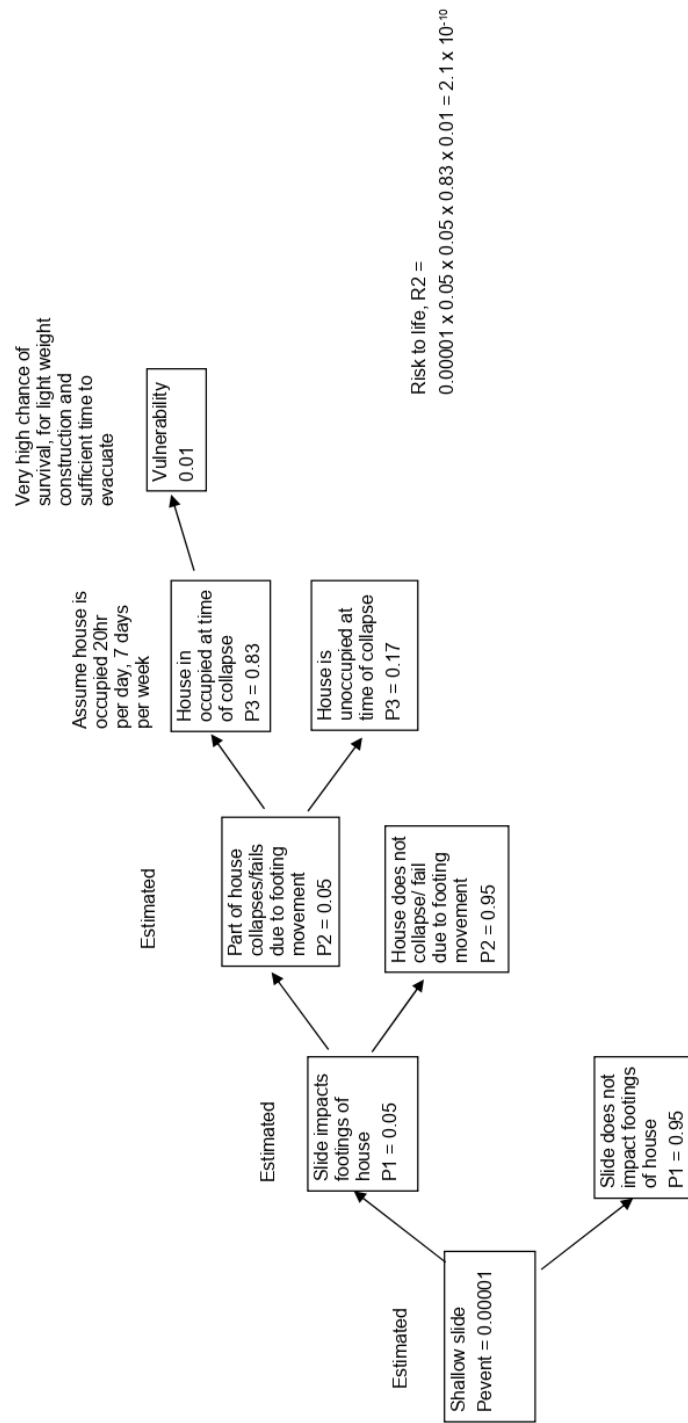
Landslide Risk Assessment, 6 Hilder Street, Parklands

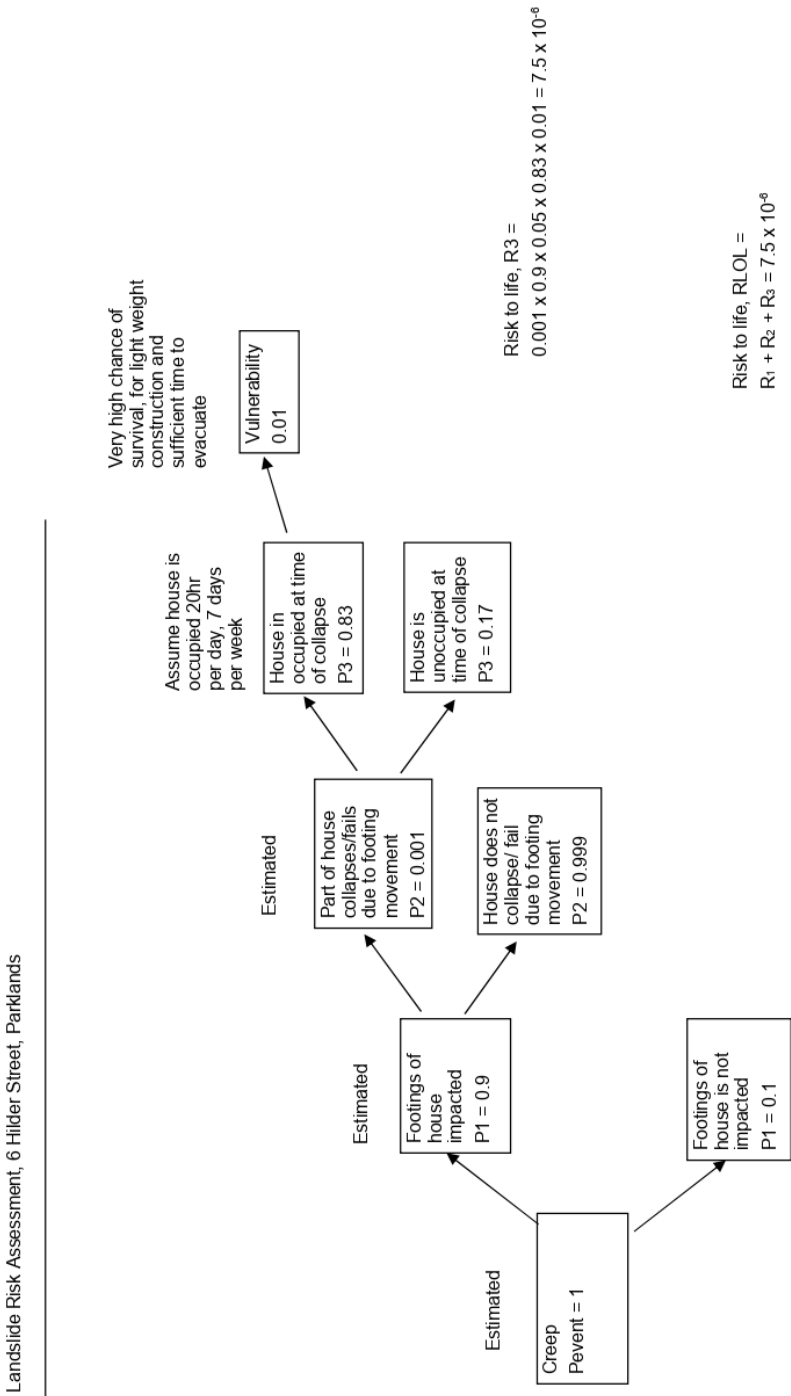
Event Tree – Risk to Life, with management measures where recommended



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## **Appendix E**

### **Guidelines to Hillside Construction**

Tasman Geotechnics  
Reference: TG19106/5 - 03report

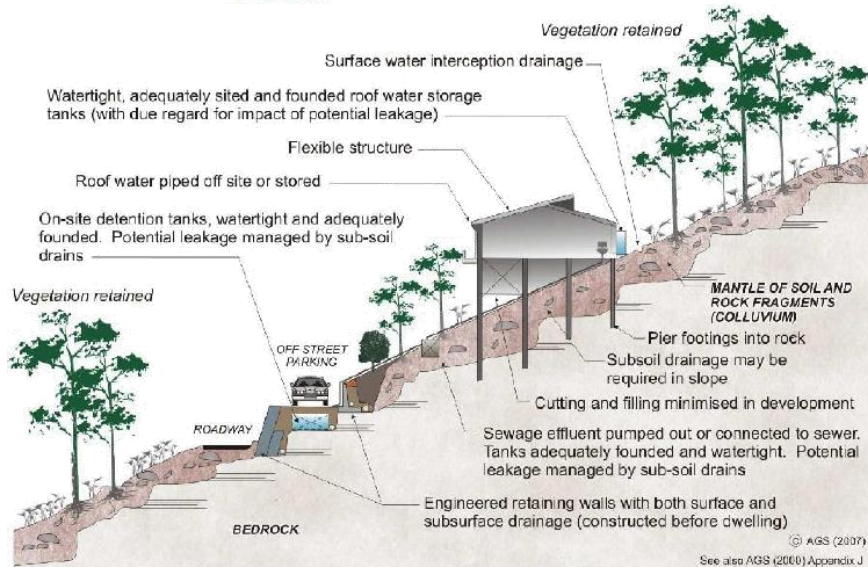


## AUSTRALIAN GEOGUIDE LR8 (CONSTRUCTION PRACTICE)

## HILLSIDE CONSTRUCTION PRACTICE

Sensible development practices are required when building on hillsides, particularly if the hillside has more than a low risk of instability (GeoGuide LR7). Only building techniques intended to maintain, or reduce, the overall level of landslide risk should be considered. Examples of good hillside construction practice are illustrated below.

## EXAMPLES OF GOOD HILLSIDE CONSTRUCTION PRACTICE



## WHY ARE THESE PRACTICES GOOD?

**Roadways and parking areas** - are paved and incorporate kerbs which prevent water discharging straight into the hillside (GeoGuide LR5).

**Cuttings** - are supported by retaining walls (GeoGuide LR6).

**Retaining walls** - are engineer designed to withstand the lateral earth pressures and surcharges expected, and include drains to prevent water pressures developing in the backfill. Where the ground slopes steeply down towards the high side of a retaining wall, the disturbing force (see GeoGuide LR6) can be two or more times that in level ground. Retaining walls must be designed taking these forces into account.

**Sewage** - whether treated or not is either taken away in pipes or contained in properly founded tanks so it cannot soak into the ground.

**Surface water** - from roofs and other hard surfaces is piped away to a suitable discharge point rather than being allowed to infiltrate into the ground. Preferably, the discharge point will be in a natural creek where ground water exits, rather than enters, the ground. Shallow, lined, drains on the surface can fulfil the same purpose (GeoGuide LR5).

**Surface loads** - are minimised. No fill embankments have been built. The house is a lightweight structure. Foundation loads have been taken down below the level at which a landslide is likely to occur and, preferably, to rock. This sort of construction is probably not applicable to soil slopes (GeoGuide LR3). If you are uncertain whether your site has rock near the surface, or is essentially a soil slope, you should engage a geotechnical practitioner to find out.

**Flexible structures** - have been used because they can tolerate a certain amount of movement with minimal signs of distress and maintain their functionality.

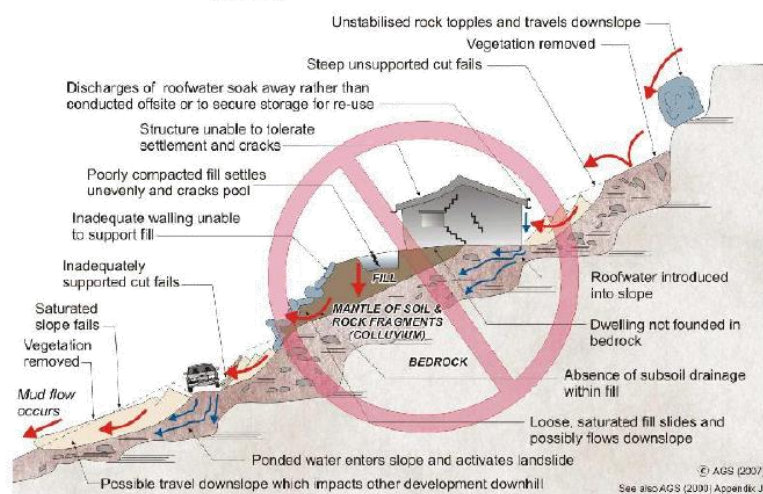
**Vegetation clearance** - on soil slopes has been kept to a reasonable minimum. Trees, and to a lesser extent smaller vegetation, take large quantities of water out of the ground every day. This lowers the ground water table, which in turn helps to maintain the stability of the slope. Large scale clearing can result in a rise in water table with a consequent increase in the likelihood of a landslide (GeoGuide LR5). An exception may have to be made to this rule on steep rock slopes where trees have little effect on the water table, but their roots pose a landslide hazard by dislodging boulders.

Possible effects of ignoring good construction practices are illustrated on page 2. Unfortunately, these poor construction practices are not as unusual as you might think and are often chosen because, on the face of it, they will save the developer, or owner, money. You should not lose sight of the fact that the cost and anguish associated with any one of the disasters illustrated, is likely to more than wipe out any apparent savings at the outset.

## ADOPT GOOD PRACTICE ON HILLSIDE SITES

## AUSTRALIAN GEOGUIDE LR8 (CONSTRUCTION PRACTICE)

### EXAMPLES OF **POOR** HILLSIDE CONSTRUCTION PRACTICE



#### WHY ARE THESE PRACTICES POOR?

**Roadways and parking areas** - are unsurfaced and lack proper table drains (gutters) causing surface water to pond and soak into the ground.

**Cut and fill** - has been used to balance earthworks quantities and level the site leaving unstable cut faces and added large surface loads to the ground. Failure to compact the fill properly has led to settlement, which will probably continue for several years after completion. The house and pool have been built on the fill and have settled with it and cracked. Leakage from the cracked pool and the applied surface loads from the fill have combined to cause landslides.

**Retaining walls** - have been avoided, to minimise cost, and hand placed rock walls used instead. Without applying engineering design principles, the walls have failed to provide the required support to the ground and have failed, creating a very dangerous situation.

**A heavy, rigid, house** - has been built on shallow, conventional, footings. Not only has the brickwork cracked because of the resulting ground movements, but it has also become involved in a man-made landslide.

**Soak-away drainage** - has been used for sewage and surface water run-off from roofs and pavements. This water soaks into the ground and raises the water table (GeoGuide LR5). Subsoil drains that run along the contours should be avoided for the same reason. If felt necessary, subsoil drains should run steeply downhill in a chevron, or herring bone, pattern. This may conflict with the requirements for effluent and surface water disposal (GeoGuide LR9) and if so, you will need to seek professional advice.

**Rock debris** - from landslides higher up on the slope seems likely to pass through the site. Such locations are often referred to by geotechnical practitioners as "debris flow paths". Rock is normally even denser than ordinary fill, so even quite modest boulders are likely to weigh many tonnes and do a lot of damage once they start to roll. Boulders have been known to travel hundreds of metres downhill leaving behind a trail of destruction.

**Vegetation** - has been completely cleared, leading to a possible rise in the water table and increased landslide risk (GeoGuide LR5).

#### DON'T CUT CORNERS ON HILLSIDE SITES - OBTAIN ADVICE FROM A GEOTECHNICAL PRACTITIONER

More information relevant to your particular situation may be found in other Australian GeoGuides:

- |                                     |  |
|-------------------------------------|--|
| • GeoGuide LR1 - Introduction       | • GeoGuide LR6 - Retaining Walls                   |
| • GeoGuide LR2 - Landslides         | • GeoGuide LR7 - Landslide Risk                    |
| • GeoGuide LR3 - Landslides in Soil | • GeoGuide LR9 - Effluent & Surface Water Disposal |
| • GeoGuide LR4 - Landslides in Rock | • GeoGuide LR10 - Coastal Landslides               |
| • GeoGuide LR5 - Water & Drainage   | • GeoGuide LR11 - Record Keeping                   |

The Australian GeoGuides (LR series) are a set of publications intended for property owners; local councils; planning authorities; developers; insurers; lawyers and, in fact, anyone who lives with, or has an interest in, a natural or engineered slope, a cutting, or an excavation. They are intended to help you understand why slopes and retaining structures can be a hazard and what can be done with appropriate professional advice and local council approval (if required) to remove, reduce, or minimise the risk they represent. The GeoGuides have been prepared by the Australian Geomechanics Society, a specialist technical society within Engineers Australia, the national peak body for all engineering disciplines in Australia, whose members are professional geotechnical engineers and engineering geologists with a particular interest in ground engineering. The GeoGuides have been funded under the Australian governments' National Disaster Mitigation Program.

PROPOSED EXTENSION  
6 HILDER STREET PARKLANDS  
SELENA ELPHINSTONE

PROJECT DETAILS:

TITLE REFERENCE: 213621/1

AREAS:

SITE: 562m<sup>2</sup>

EXISTING FLOOR: 111m<sup>2</sup>

PROPOSED FLOOR: 108m<sup>2</sup>

TOTAL FLOOR: 219m<sup>2</sup>

SITE CLASSIFICATION: H2


WIND CLASSIFICATION: N2

CLIMATE ZONE: 7

BUSHFIRE ATTACK LEVEL: TBC

DRAWING INDEX

DRAWING No.	DESCRIPTION	REVISION
01	COVER SHEET	E
02	SITE PLAN	D
03	EXISTING FLOOR PLAN	B
04	PROPOSED FLOOR PLAN	D
05	ELEVATIONS	C
06	SHADOW PLANS	A



Accreditation No. C017796

DATE: MAY 2019

DESIGN: A.R.M.

CHECKED: P.L.A.

SHEET SIZE: A3

SCALE:

ABN: 27 169 669 276

Ph: 0407 532 435

Email: paul@pda-designs.com.au

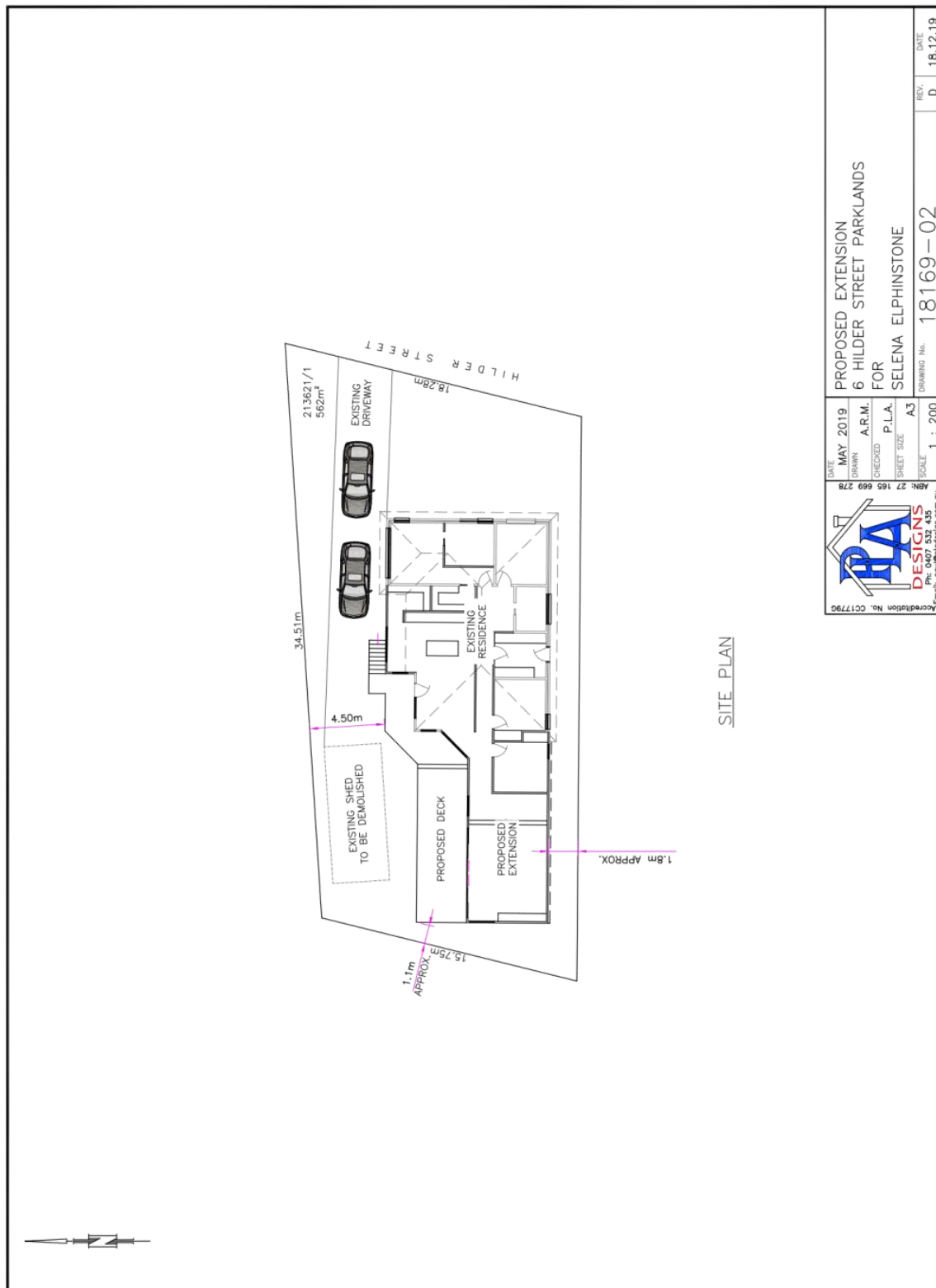
PROPOSED EXTENSION  
6 HILDER STREET PARKLANDS  
FOR  
SELENA ELPHINSTONE

DRAWING No. 18169-01

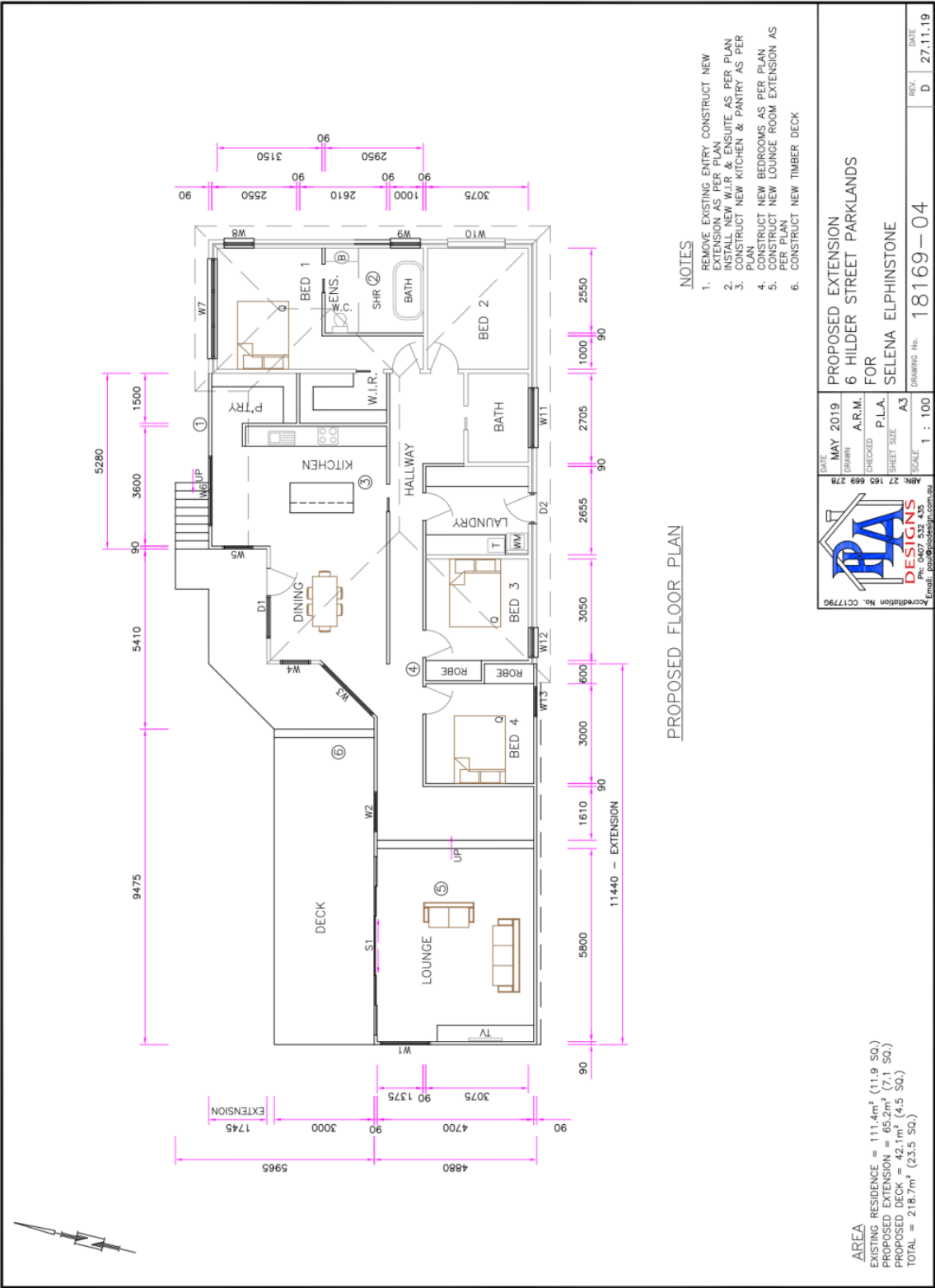
REV: E

DATE: 18.12.19

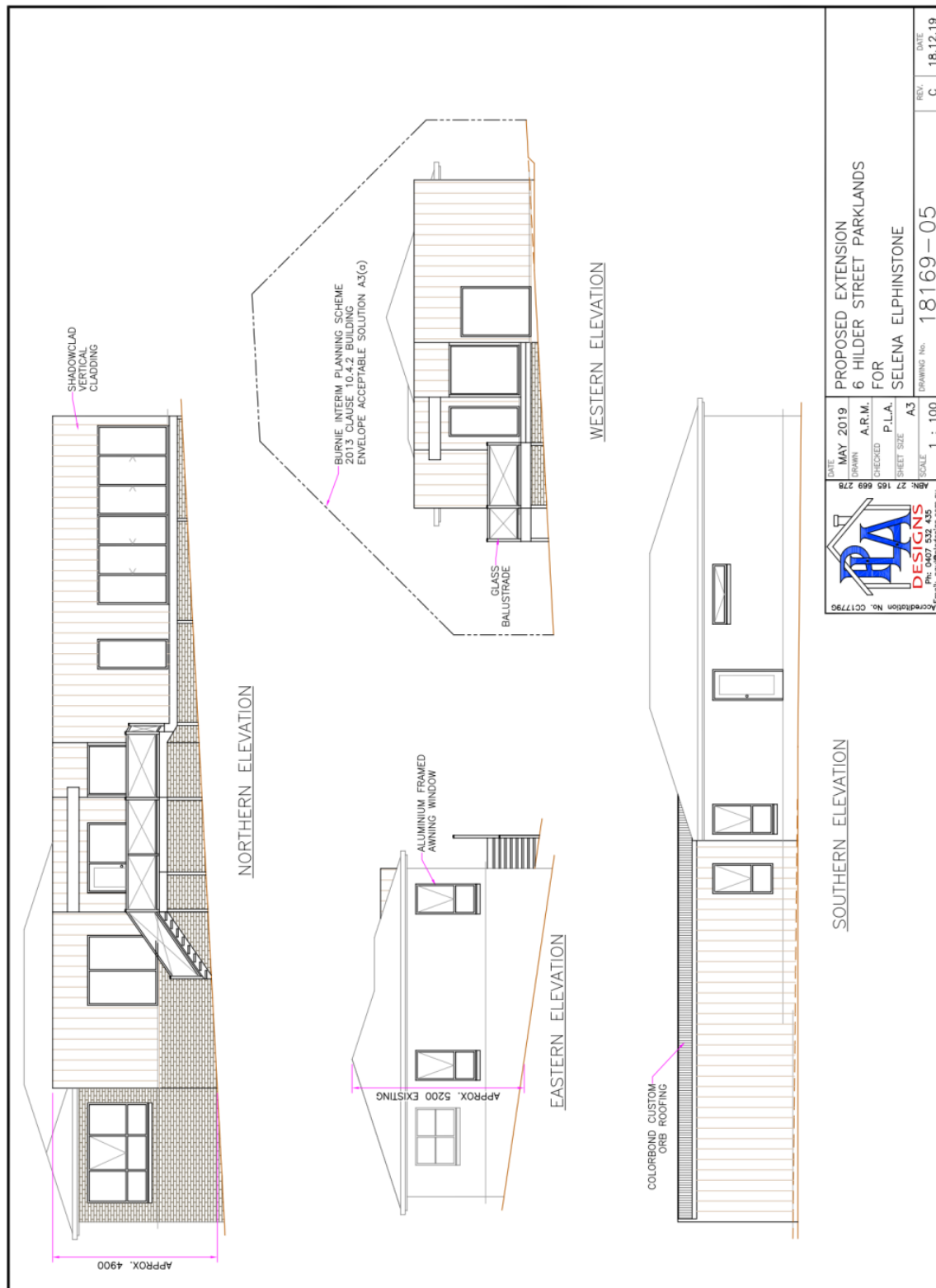
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General Manager  
Burnie City Council  
PO Box 973  
Burnie Tasmania, 7320.  
burnie@burnie.net

Tuesday, 11 February 2020

RE:   Development Application 2019/141  
      Proposal Dwelling Extensions for 6 Hilder Street, PARKLANDS CT 213621/1

Dear Sir,

I represent myself as the owner of the property at 8 Hilder Street, Burnie, TAS 7320. My property is situated on the southern perimeter of 6 Hilder Street.

I hereby lodge and objection to the Development Application 2019/141 under the *Burnie Interim Planning Scheme 2013*. I lodge this objection on the ground that the proposed extension is going to limit the amount of natural light and passive heating my property receives. The proposed extension will shade the living areas of my residence from the afternoon sun; particularly between 13:00 and 17:00.

I make this representation with reference to the Shadow Plans (Drawing 18169-06 on 18/12/2019 )provided by PLA Designs that form part of the Development Application. These Shadow Plans clearly indicate the proposed extensions will most certainly inhibit the amount of natural light and passive heating my property will receive.

Sincerely,

Rebecca Marien

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**WORKS AND SERVICES****AO078-20 PUBLIC LAND REGISTER - REVIEW**

**FILE NO:** 5/14/1  
**PREVIOUS MIN:** AO062-19

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MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

**1.0 RECOMMENDATION:**

***“THAT Council endorse the revisions to the Public Land Register and maps as attached to this report.”***

**2.0 SUMMARY**

This report discusses a review of the Public Land Register maintained by Council.

**3.0 BACKGROUND**

Council owns a large portfolio of land and this land is used for a variety of purposes.

The *Local Government Act 1993* provides guidance as to Council's obligations and responsibilities in relation to the purchase and sale of land.

For a particular class of land, “public land”, Council is required to maintain a register of such land and must follow a formal process where it intends to dispose of public land.

To maintain currency, the register is periodically reviewed and amended, should new land be acquired, the status of land changes or land is disposed of by Council.

However, the absence of a parcel land from the Public Land Register does not mean that the land may not be considered as public land for the purposes of the *Act*.

The reasons land may not be listed could include:

- The use of the land has changed since the last review of the register.
- Council has acquired the land in the period since the register was reviewed.

When the disposal of land by Council is considered, an assessment of the land against the tests within the *Local Government Act 1993* is carried out to confirm whether or not the land is in fact “public land”.

#### **4.0 LEGISLATIVE REQUIREMENTS**

In accordance with the provisions of the *Local Government Act 1993*, Council is required to keep a list or maps of all public land within the municipal area.

Section 177A of the *Local Government Act 1993* provides guidance as to what land would be considered public land. This section is reproduced below:

**177A. Public land**

- (1)** *The following land owned by a council is public land:*

  - (a)** *a public pier or public jetty;*
  - (b)** *any land that provides health, recreation, amusement or sporting facilities for public use;*
  - (c)** *any public park or garden;*
  - (d)** *any land acquired under section 176 for the purpose of establishing or extending public land;*
  - (e)** *any land shown on a subdivision plan as public open space that is acquired by a council under the Local Government (Building and Miscellaneous Provisions) Act 1993;*
  - (f)** *any other land that the council determines is public land;*
  - (g)** *any other prescribed land or class of land.*
- (2)** *The general manager is to –*

  - (a)** *keep lists or maps of all public land within the municipal area; and*
  - (b)** *make the lists and maps available for public inspection at any time during normal business hours.*

A list of public land and an electronic map containing same is available on the Council website for viewing.

The absence of a parcel land from the Public Land Register does not mean that the land may not be considered as public land for the purposes of the Act.

#### **5.0 POLICY CONSIDERATIONS**

This report presents no policy implications for Council.

Council has a legislative requirement to maintain a Public Land Register and the considerations for determining whether land is “public land” are contained in the relevant section of the Act.

## **6.0 FINANCIAL IMPACT**

This report does not present any financial implications to Council.

## **7.0 DISCUSSION**

As noted in the background section of this report, Council owns a large portfolio of land and this land is used for a variety of purposes.

In respect to land classed as public land, Council is required to maintain a register of such land.

Council’s register is available on Council’s website as a list of land as well as a map. The register was last updated in March 2019.

A review of the register and associated maps has occurred.

In the intervening period a number of public land disposal processes associated with long term leases of Council land have been considered and determined by Council, however these process do not change the designation of the subject land as public land.

At the Council Meeting held on 28 January 2020 (AO017-20), Council completed a public land disposal process associated with land at West Park, north of the rail corridor. The subject land is to be transferred to the UTAS to facilitate the development of the university campus on the site.

While the land transfer has not been effected to date, the subject land designation on the register has been changed from public land to Council land reflecting the planned land transfer.

A copy of amended map sheet 2 which includes the West Park precinct is attached with a full copy of the Register.

Council acquired the former Burnie Show Society lands in Wivenhoe in December 2018.

Council is working through a process to determine the future use of the site. Until that process is concluded, it would be premature to make a decision on whether the lands are to be considered public land.

The map also notes other land owned by Council. In the last 12 months Council purchased land on the corner of Smith Street and Anglesea Street, this land has been included on the register. Amended sheet 14 is attached.

**8.0 RISK**

The preparation of a Public Land Register enables Council to comply with the requirements of Section 177A of the *Local Government Act 1993*.

A potential risk in respect to public land may relate to maintaining a current register of relevant land. This report notes that an annual review of the register occurs, and the action is included in the Compliance Register.

**9.0 CONSULTATION**

The review of the Public Land Register required the input of various officers in Council.

**ATTACHMENTS**

- 1 [↓](#). Public Land Register - Map 2
- 2 [↓](#). Public Land Register - Map 14
- 3 [↓](#). Public Land Register - List

**COUNCIL RESOLUTION**

**Resolution number: MO075-20**

***MOVED: Cr C Lynch***

***SECONDED: Cr D Pease***

***“THAT Council endorse the revisions to the Public Land Register and maps as attached to this 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***





Public Land Register - Burnie City Council						
Approved By: Council		Document Code: REG-CBS-SG-014				
Document Controller: General Manager		Version: 5.0				
File: 5/14/1		Approved Date: 21-Mar-17				
Doc ID:		Next Review Date: 21-Mar-18				
Property Name	Location	PID	CT	Area (ha)	Type of Public Land	Map
Acton Recreation Ground Clubrooms	91 Payne Street	7,460,966	214858/1	3.02	Health, recreation, amusement or sporting facilities	12
Acton Recreation Ground Oval	Payne Street	7,204,903	235251/1	2.41	Health, recreation, amusement or sporting facilities	12
Aileen Crescent - Car Park	Aileen Crescent	6,129,892	114204/1	0.13	Other	8
Aileen Crescent - Car Park	Aileen Crescent	6,129,892	55517/91	0.24	Other	9
Aleeka Court - Playground	28-30 Aleeka Court	7,620,843	29275/18	0.09	Health, recreation, amusement or sporting facilities	18
Aleeka Court - Playground	28-30 Aleeka Court	7,620,843	29275/19	0.13	Health, recreation, amusement or sporting facilities	18
Alma Place - Playground	Alma Place	2,859,476	152645/2	0.21	Health, recreation, amusement or sporting facilities	1
Appleby's Road - Playground	Appleby's Road	7,906,737	104686/1	0.43	Health, recreation, amusement or sporting facilities	26
Aquatic Centre	1-5 Terrylands Street	3,017,465	158965/1	1.70	Health, recreation, amusement or sporting facilities	8
Arts & Function Centre	77 Wilmot Street	3,444,758	120072/3	0.05	Health, recreation, amusement or sporting facilities	5
Arts & Function Centre	77 Wilmot Street	3,444,758	168095/1	0.04	Health, recreation, amusement or sporting facilities	5
Arts & Function Centre	77 Wilmot Street	3,444,678	171332/1	0.24	Health, recreation, amusement or sporting facilities	5
Arts & Function Centre	77 Wilmot Street	3,444,758	221433/1	0.04	Health, recreation, amusement or sporting facilities	5
Arts & Function Centre	77 Wilmot Street	3,444,758	224694/1	0.04	Health, recreation, amusement or sporting facilities	5
Arts & Function Centre	77 Wilmot Street	3,444,758	248229/1	0.04	Health, recreation, amusement or sporting facilities	5
Arts & Function Centre	77 Wilmot Street	3,444,758	70766/1	0.06	Health, recreation, amusement or sporting facilities	5
Arts & Function Centre	77 Wilmot Street	3,444,758	70766/2	0.05	Health, recreation, amusement or sporting facilities	5
Arts & Function Centre	77 Wilmot Street	3,444,758	8007/1	0.09	Health, recreation, amusement or sporting facilities	5
Arts & Function Centre	77 Wilmot Street	3,444,758	88414/4	0.08	Health, recreation, amusement or sporting facilities	5
Arts & Function Centre	77 Wilmot Street	3,444,758	88415/4	0.07	Health, recreation, amusement or sporting facilities	5
Arts & Function Centre	77 Wilmot Street	3,444,758	88416/4	0.10	Health, recreation, amusement or sporting facilities	5
Barker Street - Playground	Barker Street	6,158,300	61385/51	0.46	Health, recreation, amusement or sporting facilities	13
Bathurst Street - Reserve	9 Bathurst Street	6,158,538	62664/30	0.55	Park or Public Garden	13
Belton Street - Park	Belton Street	6,131,757	236098/1	0.43	Park or Public Garden	12
Bird Street - Reserve	Lot 6 Bird Street	2,943,168	156291/6	0.56	Park or Public Garden	5
Brickport Road - Reserve	Brickport Road	3,198,526	121561/279	0.34	Park or Public Garden	4
Brickport Road - Reserve	Brickport Road	3,198,526	153767/50	0.02	Park or Public Garden	4
Brickport Road - Reserve	Brickport Road	3,198,526	156273/40	0.09	Park or Public Garden	4
Brooklyn Road - Reserve	Brooklyn Road	6,132,899	54693/2	0.12	Park or Public Garden	9



Property Name	Location	PID	CT	Area (ha)	Type of Public Land	Map
Burnie Greens Bowls Club	15 Fidler Street	3,104,964	13555/1	4.12	Health, recreation, amusement or sporting facilities	1
Burnie Park	Bass Highway	7,585,806	48493/1	0.04	Park or Public Garden	4
Burnie Park	Bass Highway	7,585,806	48493/2	0.13	Park or Public Garden	4
Burnie Park	Burnie Park	7,585,806	17/6980	8.20	Park or Public Garden	4
Burnie Sports Centre	93 - 97 Mount Street	7,629,792	149149/1	0.23	Health, recreation, amusement or sporting facilities	9
Burnie Tennis Centre	1 Eastwood Drive	7,404,569	50302/1	1.54	Health, recreation, amusement or sporting facilities	4
Byworth Street - Playground	Byworth Street	1,665,426	34099/1	0.36	Health, recreation, amusement or sporting facilities	4
Camdale Reserve	Bass Highway	6,184,656	65830/1	1.32	Other	27
Camdale Reserve	Bass Highway	6,184,656	65830/2	1.76	Other	27
Coastal Pathway	Port Road	3,194,269	139528/2	0.40	Health, recreation, amusement or sporting facilities	9
Coastal Pathway	Port Road	3,432,108	163575/1	0.09	Health, recreation, amusement or sporting facilities	5
Coastal Pathway	Port Road	3,194,277	163575/2	0.21	Health, recreation, amusement or sporting facilities	5
Coastal Pathway	Port Road	3,432,108	169800/2	0.05	Health, recreation, amusement or sporting facilities	5
Coote Car Park & Toilet	94 Bass Highway	6,112,396	207515/1	0.08	Acquired under section 176	1
Coote Car Park & Toilet	94 Bass Highway	6,112,396	251890/1	0.10	Acquired under section 176	1
Coote Foreshore Reserve	Bass Highway Coote	1,754,963	149142/1	0.86	Park or Public Garden	2
Coote Point Reserve	2 Coote Point Road	7,609,484	117536/2	3.92	Park or Public Garden	1
Coronation Park	14 Charles Street	2,837,883	152605/2	0.07	Park or Public Garden	5
Council Chambers	80 Wilson Street	7,623,526	47625/1	0.36	Other	5
Curraghmore Avenue - Reserve	Curraghmore Avenue	1,805,521	136406/3	3.09	Park or Public Garden	8
Durham Road - Open Space	26 Durham Road	7,535,067	10771/11	2.27	Park or Public Garden	1
Durham Road - Reserve	26 Durham Road	7,535,067	118591/101	2.30	Park or Public Garden	1
Euroka Court - Reserve	Euroka Court	6,163,660	13477/17	0.30	Park or Public Garden	13
Fernglade Reserve	Fern Glade Road	6,176,613	32/5191	45.44	Park or Public Garden	18
Fernglade Reserve	Stowport Road	7,635,631	32042/4	40.96	Park or Public Garden	19
Fernglade Reserve	Stowport Road	7,635,631	39151/1	2.66	Park or Public Garden	21
Fernglade Reserve	Stowport Road	7,635,631	41094/1	18.00	Park or Public Garden	21
Garner Court - Park	19 Garner Court	7,407,700	32913/1001	0.91	Park or Public Garden	12
Greenacre Street - Reserve	Lot 1 Greenacre Street	3,214,282	164153/1	0.63	Park or Public Garden	13
Greenacre Street Reserve	Lot 1 Greenacre Street	2,951,715	86613/1	0.21	Park or Public Garden	13
Greenacre Street Reserve	Lot 369 Greenacre Street	2,951,707	55652/369	0.31	Park or Public Garden	13
Grenville Street - Park	Grenville Street	6,138,027	197546/1	0.36	Park or Public Garden	9
Guide Falls Reserve	245 West Ridgley Road	2,071,072	152604/1	0.44	Park or Public Garden	23

Property Name	Location	PID	CT	Area (ha)	Type of Public Land	Map
Hayes Street - Reserve	1 Hayes Street	6,139,097	54880/103	0.08	Park or Public Garden	8
Hilder Parade & Surf Club	2 North Terrace	2,745,778	147506/1	0.98	Health, recreation, amusement or sporting facilities	5
Hutchinson Street - Vacant land	Hutchinson Street	7,617,820	32913/1004	0.49	Other	12
Jacobs Crescent - Reserve	Jacobs Crescent	7,611,656	55652/368	1.42	Park or Public Garden	13
Jago Reserve	Bass Highway/Arthur Street	6,184,023	198939/1	0.21	Park or Public Garden	1
Janet Drive	12 Janet Drive	3,514,701	173166/200	0.42	Public Open Space from Subdivision	7
Janet Drive	17 Janet Drive	3,514,728	173166/201	0.72	Public Open Space from Subdivision	7
Lawn Cemetery	Laird Road	2,780,555	150778/1	15.16	Other	6
Lorymer Place - Park	Lorymer Place	7,183,583	24315/2006	0.06	Park or Public Garden	12
Lyons Street - Park	1 Lyons Street	6,141,218	119947/1	0.40	Park or Public Garden	8
Madden Street Reserve	Madden Street	7,609,046	55652/370	0.26	Park or Public Garden	12
Manuka Drive - Reserve	Manuka Drive	6,169,958	9784/109	1.41	Park or Public Garden	18
McKenna Park Hockey Complex	11 Three Mile Line Road	2,862,413	153259/2	6.80	Health, recreation, amusement or sporting facilities	17
Montello Soccer Complex	46-46A Terrylands Street	3,015,742	158953/1	5.01	Health, recreation, amusement or sporting facilities	8
Mooreville Road Community Hall	420 Mooreville Road	6,187,996	212874/1	0.43	Health, recreation, amusement or sporting facilities	16
Mount Street - Landcare Reserve	Mount Street to Aileen Crescent	6,144,099	147474/1	0.89	Park or Public Garden	9
Mussen Close - Reserve	1 Mussen Close	3,029,853	159534/1	11.67	Park or Public Garden	12
Mylan Crescent - Reserve	Mylan Crescent	7,609,492	9994/298	0.30	Park or Public Garden	12
Mylan Crescent - Reserve	Mylan Crescent	7,609,492	9994/299	0.13	Park or Public Garden	12
Natone Football Clubrooms	133 Upper Natone Road	7,254,652	223526/1	0.54	Health, recreation, amusement or sporting facilities	25
Netball Centre	Upper Natone Road	7,254,644	223526/1	2.70	Health, recreation, amusement or sporting facilities	25
Netball Centre	15-23 Howe Street	2,199,930	139435/3	0.53	Health, recreation, amusement or sporting facilities	4
Netball Centre	15-23 Howe Street	2,199,930	199550/1	1.83	Health, recreation, amusement or sporting facilities	4
Netball Centre	15-23 Howe Street	2,199,930	83556/1	1.10	Health, recreation, amusement or sporting facilities	4
Netball Centre	15-23 Howe Street	2,199,930	8509/22	0.07	Health, recreation, amusement or sporting facilities	4
Oakleigh Park	1 Brickwell St	6,142,210	125115/7	0.24	Park or Public Garden	5
Oakleigh Park	Marine Terrace	6,142,202	252463/1	0.83	Park or Public Garden	5
Ormsby Street - Vacant Land	Ormsby Street	2,071,451	251733/1	0.96	Other	14
Ormsby Street - Vacant Land	Ormsby Street	2,071,451	74319/8	0.09	Other	14
Panorama Crescent - Easement	Panorama Crescent	2,105,826	137258/101	0.01	Public Open Space from Subdivision	1
Richardson Crescent - Reserve	Richardson Crescent	7,404,577	50302/1	1.36	Park or Public Garden	4
Richardson Crescent - Reserve	Richardson Crescent	7,404,577	61745/12	0.24	Park or Public Garden	4
Ridgley Bowls Club	4 Parker Court Ridgley	7,525,205	27710/3	1.18	Health, recreation, amusement or sporting facilities	24
Ridgley Bowls Club	4 Parker Court Ridgley	7,525,205	48719/1	0.39	Health, recreation, amusement or sporting facilities	24
Ridgley Cemetery	44 West Ridgley Road	6,197,887	31/7519	0.81	Other	24
Ridgley Community Centre	2 Parker Court Ridgley	7,525,192	27710/2	0.11	Health, recreation, amusement or sporting facilities	24
Ridgley Community Centre	2 Parker Court Ridgley	7,525,192	49309/3	0.57	Health, recreation, amusement or sporting facilities	24

Property Name	Location	PID	CT	Area (ha)	Type of Public Land	Map
Ridgley Highway/Circular Road - Reserve	Ridgley Highway/Circular Road	3,017,510	155022/2	0.15	Other	24
Ridgley Highway/Circular Road - Reserve	Ridgley Highway/Circular Road	3,017,510	81799/1	0.00	Other	24
Ridgley Sports Ground	2 George Street	7,710,590	1576646	1.94	Health, recreation, amusement or sporting facilities	24
Romaine Reserve	13 Amanda Court	1,928,900	131820/2	0.04	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	14195/128	3.91	Park or Public Garden	18
Romaine Reserve	13 Amanda Court	1,928,900	14450/1	2.50	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	155736/1	3.06	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	155736/2	2.50	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	18108/32	2.10	Park or Public Garden	18
Romaine Reserve	13 Amanda Court	1,928,900	40951/1	0.03	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	40951/2	1.59	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	40951/3	3.91	Park or Public Garden	18
Romaine Reserve	13 Amanda Court	1,928,900	40951/4	0.49	Park or Public Garden	18
Romaine Reserve	13 Amanda Court	1,928,900	40951/5	2.71	Park or Public Garden	18
Romaine Reserve	13 Amanda Court	1,928,900	54930/27	0.08	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	54930/28	0.08	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	54930/29	0.08	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	54930/30	0.08	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	54930/31	0.08	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	63205/43	0.11	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	63205/54	0.28	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	72882/1	0.68	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	72883/1	0.30	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	85795/1	1.18	Park or Public Garden	13
Romaine Reserve	13 Amanda Court	1,928,900	9246/1	0.79	Park or Public Garden	13
Romaine Reserve	Sebastian Court	1,666,533	131088/212	1.41	Park or Public Garden	17
Roundhill Reserve	Letteene Road	1,942,323	132976/1	139.80	Park or Public Garden	15
Rouse Place - Park	Rouse Place	1,914,672	159534/1	1.40	Park or Public Garden	12
Sampson Street - Vacant Land	Sampson Street	6,149,025	202136/1	2.30	Subdivision as open space	8
Senior Citizens	6 Jones Street	3,444,678	171332/2	0.10	Health, recreation, amusement or sporting facilities	5
Senior Citizens	6 Jones Street	3,444,678	171332/3	0.09	Health, recreation, amusement or sporting facilities	5
Skate Park	Bass Highway	7,460,835	22/4840	0.42	Health, recreation, amusement or sporting facilities	2
South Burnie Bowls Club	38 Strahan Street	7,595,609	153938/2	1.14	Health, recreation, amusement or sporting facilities	9
Stowport Hall	580 Stowport Road	6,191,119	216840/1	0.09	Health, recreation, amusement or sporting facilities	22
Stowport Recreation Ground	574 Stowport Road	6,191,100	216840/1	3.18	Health, recreation, amusement or sporting facilities	22
Stowport Road - Vacant Land	Stowport Road	7,601,597	149316/1	1.53	Other	14
Stowport Road - Vacant Land	Stowport Road	1,893,111	149318/3	2.06	Other	14

Property Name	Location	PID	CT	Area (ha)	Type of Public Land	Map
Stowport Road - Vacant Land	Stowport Road	1,893,111	149318/4	0.07	Other	14
Truganini Street - Playground	Truganini Street	6,126,595	211501/1	0.91	Health, recreation, amusement or sporting facilities	4
Uplands Place - Reserve	28 Uplands Place	7,609,441	7755/39	0.35	Park or Public Garden	2
Upper Burnie Hall	242 Mount Street	6,144,515	54953/5	0.07	Health, recreation, amusement or sporting facilities	13
VDL Hill	Mount Street	6,144,072	/0	3.56	Park or Public Garden	5
View Road - Reserve	View Road	6,120,011	199876/2	0.19	Park or Public Garden	4
View Road - Reserve	View Road	7,193,386	116689/2	0.67	Park or Public Garden	8
View Road - Reserve	View Road	7,193,386	116690/1	1.48	Park or Public Garden	8
View Road - Reserve	View Road	7,193,386	117706/1	1.30	Park or Public Garden	8
View Road - Reserve	View Road	7,193,386	137905/1	0.53	Park or Public Garden	4
View Road - Reserve	View Road	7,193,386	14570/3	1.13	Park or Public Garden	8
View Road - Reserve	View Road	7,193,386	197984/1	1.02	Park or Public Garden	8
View Road - Reserve	View Road	7,193,386	246945/2	3.30	Park or Public Garden	8
View Road - Reserve	View Road	7,193,386	251473/1	6.32	Park or Public Garden	4
View Road - Reserve	View Road	7,193,386	36516/1	0.44	Park or Public Garden	4
View Road - Reserve	View Road	7,193,386	54658/101	3.91	Park or Public Garden	8
View Road - Reserve	View Road	7,193,386	60575/118	1.28	Park or Public Garden	8
View Road - Reserve	View Road	7,193,386	9426/1	0.61	Park or Public Garden	8
Wattle Avenue - Reserve	Wattle Avenue	2,123,274	135321/6	0.62	Park or Public Garden	14
Wattle Place - Playground	Wattle Place	2,123,266	135321/5	0.15	Health, recreation, amusement or sporting facilities	14
West Mooreville Road - Parkland	27 West Mooreville Road	1,573,695	114510/15	0.48	Park or Public Garden	7
West Park Oval	10 Bass Highway	2,213,333	137631/1	3.38	Health, recreation, amusement or sporting facilities	2
Wilfred Campbell Reserve	Mount Street	7,629,805	149149/1	7.75	Park or Public Garden	9
Wilfred Campbell Reserve	Mount Street	7,629,805	23570/1	2.80	Park or Public Garden	9
Wiseman St - Reserve North	Wiseman Street	6,181,770	9994/300	1.34	Park or Public Garden	12
Wiseman St Reserve South	Wiseman Street	7,461,344	123423/1	2.84	Park or Public Garden	12
Wivenhoe Cemetery	27-45 Pearl Street	6,149,359	152606/1	3.09	Other	14
Wivenhoe Showgrounds	1-7 Pearl Street	7,721,484	152607/1	5.00	Health, recreation, amusement or sporting facilities	10
Wivenhoe Showgrounds	1-7 Pearl Street	7,721,484	231921/1	0.17	Health, recreation, amusement or sporting facilities	10
Woniora Road - Reserve	Woniora Road	7,576,088	60791/150	0.07	Park or Public Garden	12
Woniora Road - Reserve	Woniora Road	7,576,088	60791/176	1.14	Park or Public Garden	12
Woniora Road - Reserve	Woniora Road	7,576,088	60791/2	0.61	Park or Public Garden	12
Woniora Road - Reserve	Woniora Road	7,576,088	6516/156	0.63	Park or Public Garden	12
Woniora Road - Reserve	Woniora Road	7,576,088	6516/157	2.15	Park or Public Garden	12
Woniora Road - Reserve	Woniora Road	7,576,088	6516/158	1.98	Park or Public Garden	12
Woniora Road - Reserve	Woniora Road	7,629,733	6516/309	0.83	Park or Public Garden	12
Wright Street - Reserve	Wright Street	7,617,943	32913/1007	0.77	Park or Public Garden	12

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**WORKS AND SERVICES****AO079-20 LAND DISPOSAL****PROPOSAL TO DISPOSE (VIA LEASE) OF A PORTION OF LAND TO  
BURNIE DISTRICT GEMSTONE CLUB INC - GEORGE SORRELL  
PAVILION, WIVENHOE SHOW GROUND****FILE NO:** 5/2/5, 5/7/2, 7721484**PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

**1.0 RECOMMENDATION:**

***“THAT Council determines its intention to dispose (via a lease) of a portion of public land, located on 1-7 Pearl Street, Wivenhoe, being part of Certificate of Title, Volume 152607 Folio 1, the area identified on the plan attached, to the Burnie District Gemstone Club Inc. and that a further report be presented to Council as to the outcome of the submission process.”***

**2.0 SUMMARY**

During a previous review of policy Property Leases to Community Groups CP-CBS-SG-36, Council was advised of the need to progress a public land disposal process where a community lease was to be for a period greater than five years.

It is proposed to formalise the occupation of the George Sorell Pavilion at the Wivenhoe Show Ground, by the Burnie District Gemstone Club, via a lease of term of 9 years. This triggers the need to progress a public land disposal process, as the lease term will be greater than five years.

Progressing the public land disposal process as noted in this report enables Council to meet its statutory obligations under the *Local Government Act 1993*.

**3.0 BACKGROUND**

Council would be aware that the Burnie District Gemstone Club Inc. sought and were granted permission to relocate their club activities to the vacant George Sorell Pavilion at the Wivenhoe Showgrounds in mid-2019.

A lease is being prepared for this occupation with the proposed term of 9 years. The proposed lease has been drafted in accordance with the provisions of Council's policy *Property Leases to Community Groups*.

The plan ***attached*** shows the footprint of the proposed lease area and common area.

The Wivenhoe showgrounds can be designated as public land under the relevant provisions of the *Local Government Act 1993* and the land is listed as such on Council's Public Land Register.

As the period of lease is in excess of 5 years, and the land is Public land, Council must follow the processes under the *Local Government Act 1993* for the disposal of public land. Refer to the legislative section of this report for the relevant sections of legislation.

The purpose of this report is to progress the public land disposal process in respect to the proposed lease with the Burnie District Gemstone Club Inc.

#### **4.0 LEGISLATIVE REQUIREMENTS**

The *Local Government Act 1993* details specific requirements in relation to the sale and disposal (including lease) of land, as follows:

##### ***177. Sale and disposal of land***

***(1)*** A council may sell, lease, donate, exchange or otherwise dispose of land owned by it, other than public land, in accordance with this section.

***(2)*** Before a council sells, leases, donates, exchanges or otherwise disposes of any land, it is to obtain a valuation of the land from the Valuer-General or a person who is qualified to practise as a land valuer under section 4 of the Land Valuers Act 2001.

***(3)*** A council may sell –

***(a)*** any land by auction or tender; or

***(b)*** any specific land by any other method it approves.

***(4)*** A council may exchange land for other land –

***(a)*** if the valuations of each land are comparable in value; or

***(b)*** in any other case, as it considers appropriate.

***(5)*** A contract pursuant to this section for the sale, lease, donation, exchange or other disposal of land which is public land is of no effect.

***(6)*** A decision by a council under this section must be made by absolute majority.

A separate and additional process for the disposal of public land is provided for under the Act. Section 177A of the Act (reproduced below) describes public land.

##### ***177A. Public land***

***(1)*** The following land owned by a council is public land:

- (a) a public pier or public jetty;*
- (b) any land that provides health, recreation, amusement or sporting facilities for public use;*
- (c) any public park or garden;*
- (d) any land acquired under section 176 for the purpose of establishing or extending public land;*
- (e) any land shown on a subdivision plan as public open space that is acquired by a council under the Local Government (Building and Miscellaneous Provisions) Act 1993;*
- (f) any other land that the council determines is public land;*
- (g) any other prescribed land or class of land.*

*(2) The general manager is to –*

- (a) keep lists or maps of all public land within the municipal area; and*
- (b) make the lists and maps available for public inspection at any time during normal business hours.*

The land which is the subject of this report is public land.

Section 178 of the Act (reproduced below) details the procedural steps that must be undertaken in respect to a proposal to dispose of public land (including leases greater than five years).

**178. Sale, exchange and disposal of public land**

- (1) A council may sell, lease, donate, exchange or otherwise dispose of public land owned by it in accordance with this section.*
- (2) Public land that is leased for any period by a council remains public land during that period.*
- (3) A resolution of the council to sell, lease, donate, exchange or otherwise dispose of public land is to be passed by an absolute majority.*
- (4) If a council intends to sell, lease, donate, exchange or otherwise dispose of public land, the general manager is to–*
  - (a) publish that intention on at least 2 separate occasions in a daily newspaper circulating in the municipal area; and*
  - (ab) display a copy of the notice on any boundary of the public land that abuts a highway; and*
  - (b) notify the public that objection to the proposed sale, lease, donation, exchange or disposal may be made to the general manager within 21 days of the date of the first publication.*
- (5) If the general manager does not receive any objection under subsection (4) and an appeal is not made under section 178A, the council may sell, lease, donate, exchange or otherwise dispose of public land in accordance with its intention as published under subsection (4).*
- (6) The council must –*
  - (a) consider any objection lodged; and*



*(b) by notice in writing within 7 days after making a decision to take or not to take any action under this section, advise any person who lodged an objection of –*

*(i) that decision; and*

*(ii) the right to appeal against that decision under section 178A.*

*(7) The council must not decide to take any action under this section if –*

*(a) any objection lodged under this section is being considered; or*

*(b) an appeal made under section 178A has not yet been determined; or*

*(c) the Appeal Tribunal has made a determination under section 178B(b) or (c).*

*(8) . . . . .*

The purpose of this report is to commence the statutory process as outlined in Section 178.

Guidance on the process to follow in the disposal of public land is provided in an information sheet produced by the Local Government Division titled “Sale of Public Land” (it is noted that for the purposes of the Act, the term disposal includes a lease greater than five years. The subject land is not proposed for sale).

Reference has been made to that document in the preparation of this report.

## **5.0 POLICY CONSIDERATIONS**

The Burnie District Gemstone Club Inc. is in current occupation of the George Sorell Pavilion, however it is necessary to formalise the occupation with a lease.

The proposed lease will be in accordance with Council’s policy *Property Leases to Community Groups*.

## **6.0 FINANCIAL IMPACT**

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

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

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

The Valuers have indicated an annual rental figure for the George Sorell Pavilion of \$8,736 per annum as at 30 June 2019.

However, it is noted that the proposed lease arrangement with the Burnie District Gemstones Club Inc. would be in accordance with the Council’s policy *Property Leases to Community Groups*.

The lease fee payable by an eligible community organisation is specified in the policy. For 2019-2020 the applicable annual lease fee is \$369.35, including GST.

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

## **7.0 DISCUSSION**

The Burnie District Gemstone Club Inc. are in current occupation of the George Sorell Pavilion.

Both Council and the Club wish to execute a lease to formalise the occupation.

As noted above the land upon which the George Sorell Pavilion sits is public land.

The focus of this report is to progress a public land disposal process related to the disposal (via a lease) of a portion of land owned by Council at the Wivenhoe Showground.

This is a process required under the *Local Government Act 1993* to ensure the community has a say in the use of public land that is intended to be placed into a medium-to long term lease.

The rationale for the disposal (via lease) of the public land is to facilitate the ongoing occupation and use of a portion of the land by a community group.

In regard to the public land disposal process, the following steps need to occur:

- a) Council determines its intention to dispose of the subject land.
- b) Council's determination is published as a public notice, twice, in a local newspaper advising interested parties of Council's intention to dispose of the land.
- c) A notice is required to be placed at the property boundary advising of Council's intention to dispose of the land.
- d) Submissions are invited from interested parties in respect to Council's intention to dispose of the subject land.

In providing the public notification, staff will refer to the Department of Local Government's information sheet "Sale of Public Land" (albeit noting that this is a lease disposal not a sale).

Any submissions received within the specified time frame will be considered by Council following the completion of the statutory period.

The Act contains appeal provisions should a person who lodges a submission, be aggrieved by the subsequent Council decision.

**8.0 RISK**

The specific risk associated with the public land disposal process relates to ensuring the appropriate procedural steps are implemented and the necessary information to inform the community of the process is readily available.

Officers have reviewed the best practice guidelines issued by the Department of Local Government in the preparation of this report.

A general exploration of risk matters in relation to the subject land, the public land disposal process and development generally are noted for information.

<b>RISK CATEGORY</b>	<b>COMMENT</b>	<b>MITIGATION STRATEGY</b>
<i>Assets and Infrastructure</i>	No Council assets are impacted by the current use and occupation of the subject land.	No issue to manage.
<i>Corporate Business Systems</i>	Lease terms not complied with.	Lease, when executed, would be included on the lease register and compliance actions entered in the compliance register.
<i>Emergency Management</i>	The occupation of the land has no impact on such a risk.	None proposed.
<i>Environmental</i>	The occupation of the Council land presents no specific environmental risks.	None proposed.
<i>Financial</i>	The lease value will be in accordance with Council policy. Roles and responsibilities in terms of building management are contained in lease agreement.	Apply the lease provisions.
<i>Political</i>	Continuation of an existing an existing occupation arrangement. No identified issues.	None proposed.
<i>Public Safety</i>	No identified issues.	None proposed.
<i>Strategic</i>	Council has permitted the land at Howe Street to be used for community purposes.	None proposed.

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RISK CATEGORY	COMMENT	MITIGATION STRATEGY
<i>Regulations and Compliance</i>	The public land disposal process is a statutory process and Council must demonstrate it has met all the proscribed elements of the process.	Council reports, records of notices and photos of site notices.
<i>Workers</i>	No identified issues.	None proposed.

## 9.0 CONSULTATION

The Burnie District Gemstones Club Inc. has been advised of Council's intention to commence a public land disposal process.

The public land disposal process provides an opportunity for the community to make a submission in respect to the proposed disposal (lease) of land.

The *Act* provides for a 21 day submissions period from the date of first publication of the notice. In addition to the public notice, the same information is posted on the boundaries of the subject land.

Subject to the decision of Council, the required notice will be published on Saturday, 21 March 2020.

## ATTACHMENTS

1 [!\[\]\(aa53ad6fea213b8b2226d3077e30533a\_img.jpg\)](#). Plan of Leased Area - George Sorell Pavilion

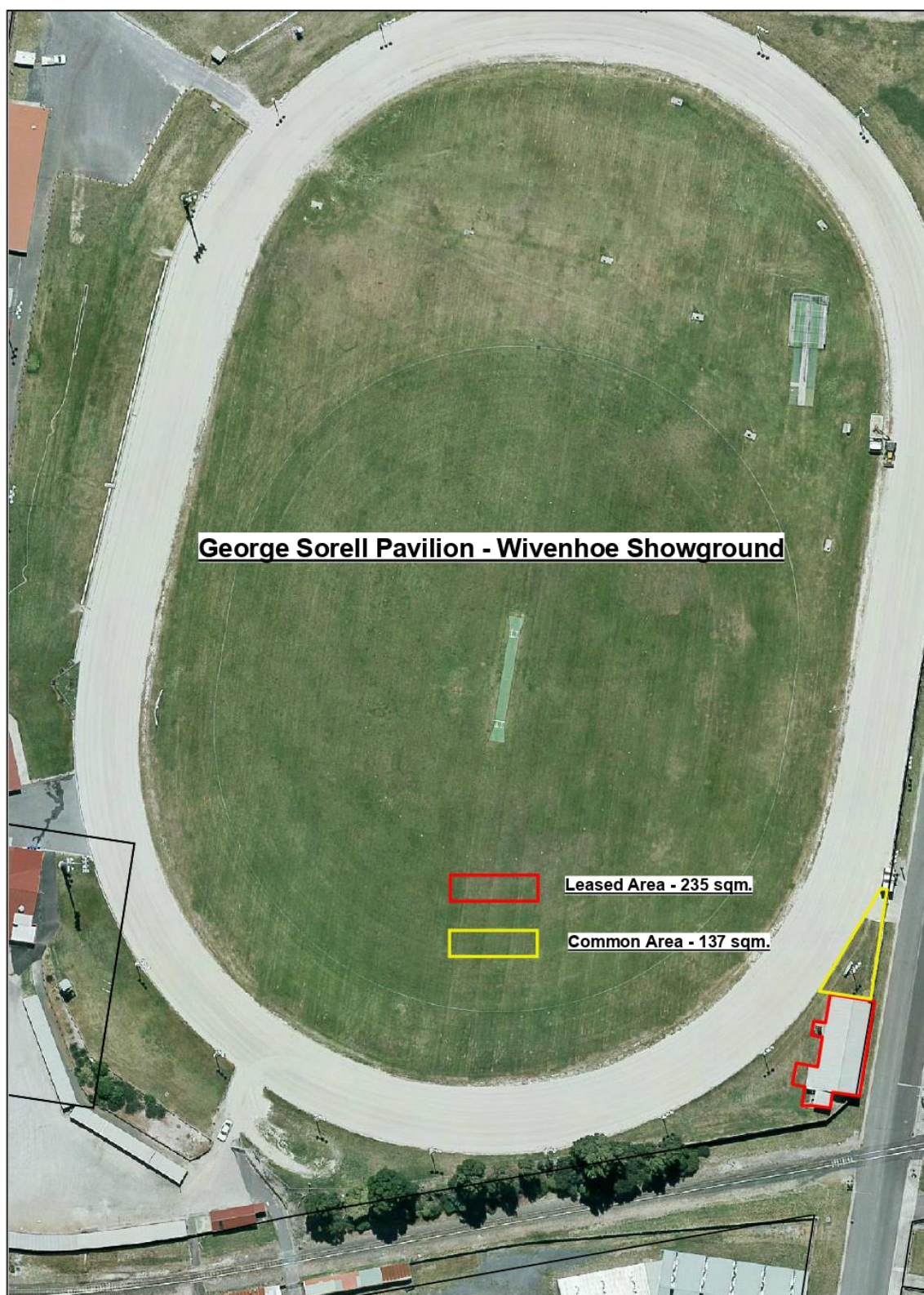
**COUNCIL RESOLUTION****Resolution number: MO076-20****MOVED:**            *Cr T Brumby***SECONDED:**      *Cr G Simpson*

***“THAT Council determines its intention to dispose (via a lease) of a portion of public land, located on 1-7 Pearl Street, Wivenhoe, being part of Certificate of Title, Volume 152607 Folio 1, the area identified on the plan attached, to the Burnie District Gemstone Club Inc. and that a further report be presented to Council as to the outcome of the submission process.”***

**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****AO080-20 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
7 February	Burnie Bite and Brew
11 February	Meeting with Eleanor Talbot and Paul Walker, TasWater
12 February	Meeting with Rick De Santis, Tasmanian Audit Office
13-14 February	Bridges out of Poverty workshop
17 February	BAC - Board Meeting
	UTAS Community Conversation
18 February	Cradle Coast General Manager’s Meeting
19 February	Business North West Luncheon with Guest Speaker Alicia van Ek from Cancer Council
	Jayben - Official Opening of redeveloped manufacturing facility
20 February	Cradle Coast Authority Representatives Meeting

Date	Meeting / Function
21 February	Meeting with Peter White, Director of Housing
	2019 Tasmanian Leaders Program Graduation Celebration
24 February	Meeting with Katrena Stephenson, LGAT
	Meeting with Hans van Pelt, Tourism Tasmania
	T2030 Cruise shipping stakeholder workshop
26 February	Meeting with Minister Elise Archer MP, Minister for the Arts
	Meeting with Todd Babiak, Brand Tasmania
27 February	Meeting with Travis Prins, James Verrier and Sophie Reid, Department of State Growth
	LG Professionals North West Meeting and Networking Function
28 February	CCA - Board Meeting
3 March	UTAS West Park Transition Working Group Meeting
4 March	Business North West Breakfast with Guest Speaker Tom Wootton, CEO of West by North West
	Meeting with Andrew Harris and Louisa Vanderkruk, Department of Justice
5 March	North West Coastal Pathway Hazard Identification and Risk Management Workshop
6 March	Meeting with Tony Wright and David Martin, CLTP

## 2.2 COUNCIL MEETING ACTION LIST

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

### ATTACHMENTS

1. [Open Session - All Actions - 18 February 2020](#)
2. [Open Session - Outstanding Actions - Jan 2018 to Jan 2020](#)



**COUNCIL RESOLUTION****Resolution number: MO077-20*****MOVED: Cr G Simpson******SECONDED: Cr D Pease******“THAT Council note the information contained in the General Manager’s Report.”***

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

**Against:**

***CARRIED UNANIMOUSLY***

**Council Meeting Action Report****All Actions for Open Session of 18 Feb 2020**

Date From: 17/02/2020  
Date To: 19/02/2020  
Printed: Friday, 6 March 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
AO038-20	MOTION ON NOTICE - OLD BURNIE INN	24 Feb 2020 RES: Arrange meeting between Burnie Historical Society and MWMAG architects relating to the Burnie Inn query, as per AO038-20.	Community and Economic Development	
Council 18/02/2020				
AO039-20	MOTION ON NOTICE - SOCIAL MEDIA FOLLOWING COUNCIL MEETINGS	24 Feb 2020 RES: Implement a monthly social media post updating the key decisions of council, as per AO039-20. 2 Mar 2020 Action completed. Media post implemented.	Corporate and Business Services	2/03/2020
Council 18/02/2020				
AO042-20	MOTION ON NOTICE - BURNIE STREET ART	24 Feb 2020 RES: Refer a review of the Street Art Festival to the Street Art Working Group and request a response with recommendations be presented back to Council, in accordance with the resolution of Council AO042-20. 5 Mar 2020 Action completed. Referral made to Working Group.	Community and Economic Development	5/03/2020
Council 18/02/2020				
AO043-20	MOTION ON NOTICE - CIGARETTE BUTTS	24 Feb 2020 RES: Refer the matter of removal of cigarette butt bins from CBD locations, and a campaign to improve the proper disposal of cigarette butts, for further consideration in conjunction with the current investigations into a possible declaration of the CBD as a smoke free area, as per AO043-20.	Land and Environmental Services	
Council 18/02/2020				
AO045-20	MOTION ON NOTICE - RECYCLE BINS AT SPORTING AND COMMUNITY EVENTS AND VENUES	24 Feb 2020 RES: Investigate the provision of recycle bins at sporting and community events at council venues to determine the demand and cost burden associated, and provide a report back to Council for 2020-21 budget considerations, per AO045-20.	Works and Services	
Council 18/02/2020				
AO047-20	TASMANIAN PLANNING SCHEME DRAFT BURNIE LOCAL PROVISIONS SCHEDULE REPRESENTATION RECEIVED AFTER END OF EXHIBITION PERIOD	24 Feb 2020 RES: Provide a supplementary report to the TPC in relation to the draft Burnie LPS, in accordance with the resolution of Council AO047-20. 24 Feb 2020 Action completed. Advice on decision of the planning authority provided to Tasmanian Planning Commission on 19 February 2020.	Land and Environmental Services	24/02/2020
Council 18/02/2020				
AO049-20	STRATEGY REVIEW - FINANCIAL MANAGEMENT STRATEGY 2030	24 Feb 2020 ACT: Finalise the Financial Management System in the corporate document framework and make available to the public. 2 Mar 2020 Action completed. Updated FMS finalised and published.	Corporate and Business Services	2/03/2020
Council 18/02/2020				

**Council Meeting Action Report****All Actions for Open Session of 18 Feb 2020**

**Date From:** 17/02/2020  
**Date To:** 19/02/2020  
**Printed:** Friday, 6 March 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
AO050-20	GENERAL MANAGER'S REPORT - OPEN SESSION	24 Feb 2020 ACT: As requested, circulate a copy of the letter from the Mayor to Mr Aitken to all councillors, provided as a response to public question in January 2020 re vehicles. 24 Feb 2020 Action completed. Letter provided to Councillors.	Office of the General Manager	24/02/2020
Council 18/02/2020				
AO056-20	COMMUNICATIONS JOURNAL - HON ROGER JAENSCH MP - DRAFT AMENDMENT 01-2019 OF THE STATE PLANNING PROVISIONS - DRAFT APARTMENT DEVELOPMENT CODE	24 Feb 2020 RES: Write to the Minister for Planning in response to the Draft Apartment Development Code, in accordance with the resolution and report to Council, per AO056-20. 24 Feb 2020 Action completed. Advice on the Council's decision was provided to Planning Policy Unit on 19 February 2020	Land and Environmental Services	24/02/2020
Council 18/02/2020				

**Council Meeting Action Report****Outstanding Actions for Open Sessions Jan 2018 to Jan 2020**

Date From: 30/01/2018  
 Date To: 31/01/2020  
 Printed: Tuesday, 10 March 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
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				
AO198-18	MOTION ON NOTICE - SINGLE USE PLASTICS	23 Aug 2018 RES: Develop and communicate a council-wide approach to the banning of single use plastics at all Council-run events, and encourage the same by external events on council property in accordance with the resolution of Council AO198-18. 5 Sep 2018 NOTE: Initial discussion of ban workshopped with Aldermen 28 August. Council officers to present draft policy in early 2019. 18 Jan 2019 NOTE: A working group established to develop policy. 27 Sep 2019 NOTE: Policy being completed. To be presented to a Workshop of Council in February 2020. 5 Mar 2020 NOTE: Workshop scheduled for 7 April.	Community and Economic Development	
Council 21/08/2018				

**Council Meeting Action Report****Outstanding Actions for Open Sessions Jan 2018 to Jan 2020**

Date From: 30/01/2018  
 Date To: 31/01/2020  
 Printed: Tuesday, 10 March 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
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: Schedule workshop in new year.</p> <p>19 Jun 2019 Workshop scheduled for 22 Oct 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 Discussed at workshop 26 Nov 2019.</p> <p>15 Dec 2019 NOTE: Working group to be established.</p> <p>19 Feb 2020 NOTE: Working group formed. Concept plan in development. Aim for end March concept plan</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> <p>19 Feb 2020 NOTE: Discussed at workshop 25 February 2020.</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 Jan 2020**

Date From: 30/01/2018  
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Item Number	Report Title	Action	Department	Completed
AO335-18	MOTION ON NOTICE - UPPER BURNIE SPORTS CENTRE	13 Dec 2018 RES: Undertake a review of the Upper Burnie Sports Centre building in terms of current and future needs and a comparison of costs for upgrading versus replacing the facility, in accordance with the resolution of Council AO335-18. 20 Feb 2019 RES: Incorporate subsequent resolution AO031-19 on 19 Feb 2019 to explore requirements, benefits, cost and location for an indoor multi-sport facility prior to the federal election. 4 Mar 2019 NOTE: Developing an improvement plan discussed as part of 25 Feb workshop. 26 Nov 2019 NOTE: Working group established to consider new stadium project.	Works and Services	
Council 11/12/2018				
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 26 Jun 2019 To: 26 Sep 2019. 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				
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 Reeves street under consideration by DSG and Metro. 19 Feb 2020 NOTE: Department has finalised review. Revised routes to be released.	Works and 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				

**Council Meeting Action Report****Outstanding Actions for Open Sessions Jan 2018 to Jan 2020**

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Item Number	Report Title	Action	Department	Completed
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				
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 CCWMG. 15 Dec 2019 NOTE: Issue discussed with CCWMG. Awaiting a response for the group in regard to Council's suggestions.	Works and Services	
Council 16/07/2019				
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				

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Item Number	Report Title	Action	Department	Completed
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 from 29 Oct 2019 to 30 Apr 2020. 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. 24 Feb 2020 NOTE: Scheduled for Council workshop in March 2020.	Land and Environmental Services	
Council 17/09/2019				
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. Officers to work 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				



**Council Meeting Action Report****Outstanding Actions for Open Sessions Jan 2018 to Jan 2020**

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Item Number	Report Title	Action	Department	Completed
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				
AO325-19	PUBLIC ART PROJECTS SPECIAL ADVISORY COMMITTEE UNCONFIRMED MINUTES OF MEETING HELD ON 30 OCTOBER 2019	21 Nov 2019 RES: Undertake an EOI process for locations for a public art commission as per AO214-19.	Community and Economic Development	
Council 19/11/2019				
AO334-19	MOTION ON NOTICE - PUBLIC MEET AND GREET	12 Dec 2019 ACT: Make arrangements for Councillor quarterly public meet and greet sessions to commence February/March 2020.	Corporate and Business Services	
Council 10/12/2019				
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	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	
Council 10/12/2019				
AO343-19	BURNIE PROMOTIONS COMMITTEE	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. 5 Mar 2020 NOTE: Partnership Agreement drafted.	Community and Economic Development	
Council 10/12/2019				

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**GENERAL MANAGER****AO081-20 GENERAL MANAGER'S INFORMATION REPORT FOR WORKS AND SERVICES FEBRUARY 2020****FILE NO: 4/18/2****PREVIOUS MIN:**

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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 February 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***

One (1) quotation was received which was significantly over the project budget. Officers in consultation with the Burnie Netball Association are currently reviewing a reduced scope of works to be re-priced.

***b) Quotation 2643 – Burnie Tennis Centre – Walkway Areas Acrylic Resurfacing***

Council were successful in an application for a National Court Rebate to assist with funding of the walkway area resurfacing works. The work is planned for late March 2020.

**3.1.3 Tenders*****a) Contract 2648 – Supply and Delivery of One (1) Five Yard Tipper Truck***

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

***b) Contract 2646 – Brickport Road Retaining Wall***

The successful Contractor was CBB Contracting Pty Ltd. Works are scheduled to begin on 2 March 2020 and include removal of three (3) large trees within the retaining wall excavation zone and a south bound lane closure of Brickport Road at times during the works, which are expected to be complete at the end of April 2020.

**3.1.4 Contracts*****a) Architect Services Brief 194 (Rev 2) – North West Museum and Art Gallery***

Terroir Architects presented the 80% Concept Design at a special workshop to Councillors and members of the Project Working Group on 18 February 2020.

Life Cycle Cost Management, Terroir and Officers are continuing their efforts to identify strategies to deliver a significant reduction in the estimated construction cost. This is ongoing.

Terroir are continuing to the next hold point of 100% Concept Design which include documents suitable for development application.

**b) Contract 2645 – West Ridgely Road and Tolunah Road Culvert Upgrades**

Construction of Tolunah Road Culvert Upgrade will commence on 10 March 2020 and progressively move onto the West Ridgely Road site. The project is are being undertaken by Treloar Transport.

**c) Contract 2633 – Bitumen Surfacing Services 2019-2020**

Works planned for March/April 2020 include:

- Mount Street between Federal Street and Roslyn Avenue (late March/early April) – service works complete.
- View Road (Mount Street to Little Bird Street).
- Hodgman Street and Charles Street.
- West Mooreville Road (East Cam Road intersection, and at Penima Road, Ridgley).
- Clarkes Road (Lottah Road to 78 Clarkes Road).

**d) Contract 2629 – West Park Grandstand Facilities Upgrade**

Works to install a new double door and stair entry to the Burnie Athletic Club rooms is planned to start on 16 March 2020 and be complete by 27 March 2020.

**e) Contract 2613 – Waterfront Eastern Promenade**

The project reached practical completion on 28 February 2020. An official opening of the Eastern Promenade will be held on Saturday, 21 March 2020 to coincide with the Burnie Surf Life Saving Club (BSLSC) hosting the 2020 Open State Surf Lifesaving Championships at West Beach.

**3.2 Civil Construction and Stormwater**

- Driveway crossover upgrade program – 80% complete.
- Stormwater flooding hotspot improvement works (Aileen Crescent) – 99% complete.
- Maydena Place stormwater upgrade – 80% complete.
- Wiseman Street car park extension – 95% complete.
- Gully Pit upgrades – 80% complete.
- Circular Road pavement repairs – 85% complete.
- Alexander Street gross pollutant trap (GPT) lid replacement – 95% complete.

**3.3 Buildings**

- Barker Street toilet – Complete and open.
- BAFC accessibility toilet – Complete and open.
- Romaine Reserve signage upgrade – 90% complete.
- Trade waste compliance works (various facilities) – 20% complete.

### **3.4 Parks, Reserves, Sporting Grounds and Cemeteries**

- Barker Street Reserve toilet landscaping works – complete.
- Wiseman Street car park extension landscaping works – 20% complete.
- 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 – 60% complete.
- Road shoulder grading program – 80% complete.
- Annual urban and rural roadside spraying program – first spray (spring) – complete.
- Roadside slashing program – 85% 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 line marking – as required.
- Vandalism repairs and painting – as required.
- Depot toilet window replacement – complete.
- Ridgley Community Centre exterior painting – complete.
- Upper Burnie Memorial Hall gutter replacement – 35% complete.
- CBD parking ticket machine symbols painting – 50% complete.
- Annual Building Maintenance Inspections – 90% 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.
- Annual Broadleaf spraying (contracted service) – 25% complete.
- Annual (summer) sand sifting at West Beach – commenced 23 November 2019. Due to conclude 22 March 2020.
- Coastal Pathway rail corridor weed spraying (Camdale to Hilder Parade) – 10% complete.
- CBD planter box seedling planting – complete.

#### **4.4 Waste Management**

- BWMC site maintenance – ongoing.
- Wetlands maintenance – ongoing.
- Mulch bund maintenance – ongoing.
- Routine pumps and gas flare maintenance – ongoing.
- Wetlands road maintenance – 90% complete.
- Mulched green waste removal from site – 75% complete.
- Extended summer opening hours at the Waste Management Centre have concluded. The impact on visitation to the site due to the extended hours is being reviewed with a report planned to be submitted for the April 2020 Council meeting.
- Waste data and information is reported quarterly and due next in the May 2020 agenda.

### **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
<b>FEBRUARY</b>								
	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	\$900.00	
	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	\$400.00	
	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	\$500.00	
3/02/20	View Road Public Toilets	Smashed Door Lock	No	Yes	No	Replace Door Lock	\$500.00	
7/02/20	Penguin Centre, Reeve St Toilets & Boat Ramp Jetties	Graffiti	No	Yes	No	Remove/Paint Out Graffiti	\$650.00	
10/02/20	BWMC Tip Shop Door	Smashed Glass in Door	Yes	Yes	Yes	Replace Glass	\$600.00	
17/02/20	Public Toilets - Shorewell / Upper Burnie / Reeve Street	Graffiti	No	Yes	No	Remove/Paint Out Graffiti	\$250.00	
17/02/20	Wivenhoe Sports Ground	Smashed Window in Public Toilet	No	Yes	No	Replace Glass	\$350.00	
17/02/20	West Park	Smashed Glass in Door Side Light	No	Yes	No	Replace Glass	\$350.00	
<b>TOTAL</b>							<b>\$4,500.00</b>	<b>\$20,682.00</b>

## 6 PRIVATE WORKS

No information to report.

## 7 SES AND BURNIE EMERGENCY MANAGEMENT COMMITTEES ACTIVITY REPORTS

### a) Emergency Management Committees

- North Western Regional Emergency Management Committee (NWREMC) – Next Meeting 13 May 2020 at Ulverstone Fire Station.
- Western Emergency Management Committee (WEMC) – Next meeting 19 March 2020 at Burnie City Council.

### b) Western Fire Management Area Committee (FMAC)

- Council officers are currently working with TasFire Bushfire Risk Unit (formerly Fuel Reduction Unit) to plan fuel reduction burns to Round Hill and Havenview high-risk areas.
- Tasmania Fire Service Community Education Unit, Red Cross Australia and Burnie City Council conducted a Bushfire Readiness Information Session for Round Hill residents on 20 February 2020 at the South Burnie Football Clubrooms. Sixteen people attended as well as representatives from local fire brigades. Approximately twelve attendees were residents of the Round Hill area. Feedback on the session was positive. Council wishes to acknowledge the assistance of Tasmania Fire Service and Red Cross Australia in organising and conducting the session and South Burnie Football Club for the use of their clubrooms.

### c) SES Burnie Unit Activity Report

- 2019-2020 Capital upgrades complete.

- 2020-2021 Budget preparations are underway.

## 8 ENERGY MANAGEMENT

No information to report.

### COUNCIL RESOLUTION

**Resolution number: MO078-20**

***MOVED:***            *Cr A Keygan*

***SECONDED:***      *Cr G Simpson*

***“THAT the General Manager’s Information Report for Works and Services February 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***



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**GENERAL MANAGER****AO082-20 GENERAL MANAGER'S INFORMATION REPORT FOR LAND AND ENVIRONMENTAL SERVICES FEBRUARY 2020**

**FILE NO:** 4/18/2  
**PREVIOUS MIN:**

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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 February 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**

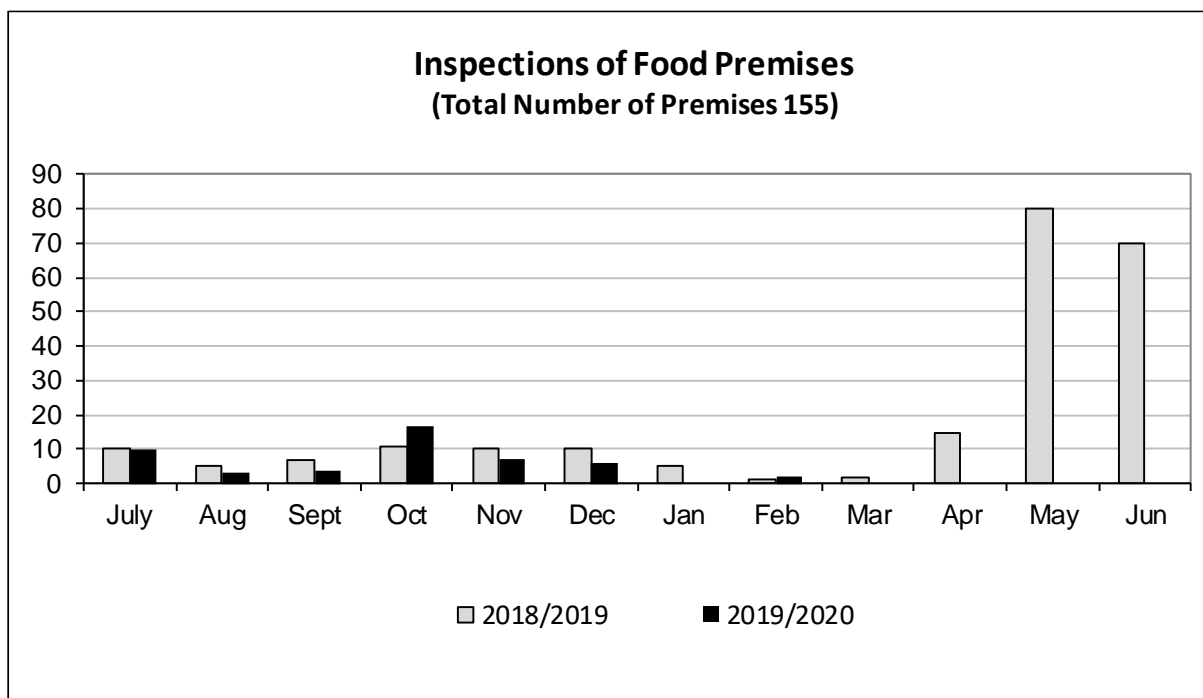
Type	Number of Enquiries / Investigations	
	February 2020	YTD Total
Air	0	8
Water	0	5
Noise	1	9
Solid Waste	1	4
Other	0	3

*YTD is measured from 1 July each year.*

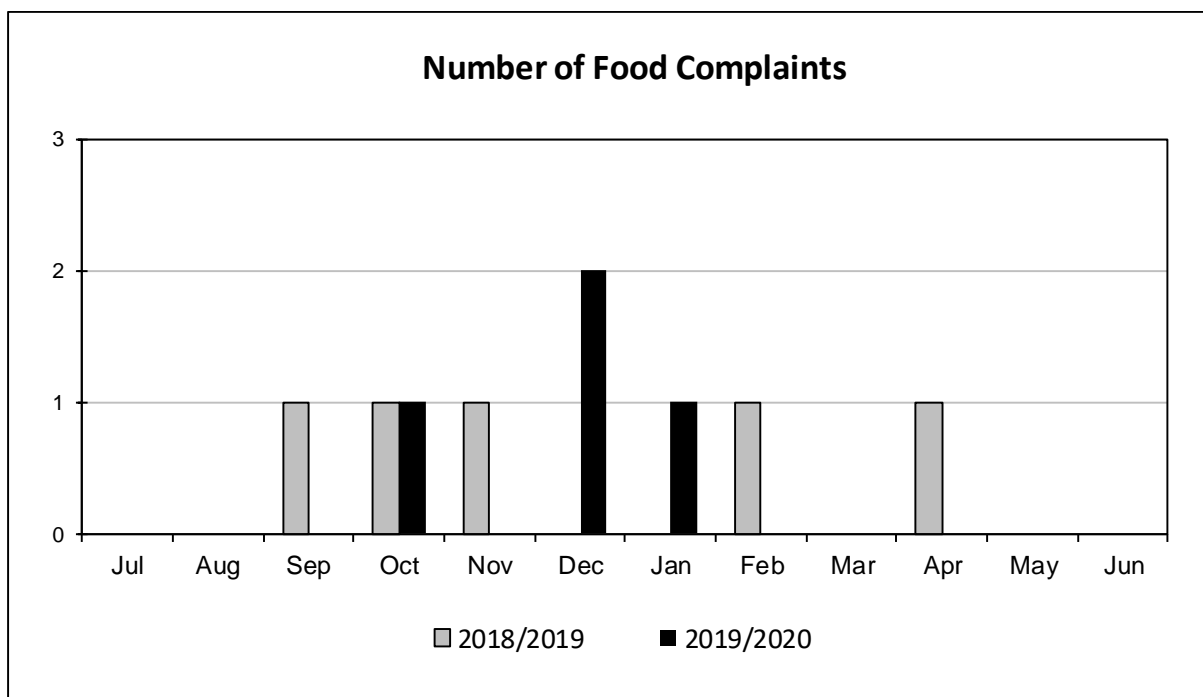
**2.1.2 Environmental Sampling**

Type	Number of Samples Taken	
	February 2020	YTD Total
Beach Water Samples (summer months only)	10	25
Public Swimming Pool samples	5	45

*YTD is measured from 1 July each year.*

**2.1.3 Food**

Zero food premises inspections for January 2020.



Zero food complaints in January, March, May, June, July, August, September and November 2019. Nil food complaints in February 2020.

**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	6										
Notifiable Building	11	14										
Permit Plumbing	5	2										
Permit Building	4	2										
Substantial Compliance	1	2										
Notifiable Demolition	0	0										
Permit Demolition	0	0										
Permit Refused	0	0										
Application Value \$	4,249,070	1,802,493										
Cumulative Total \$	4,249,070	6,051,563										

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

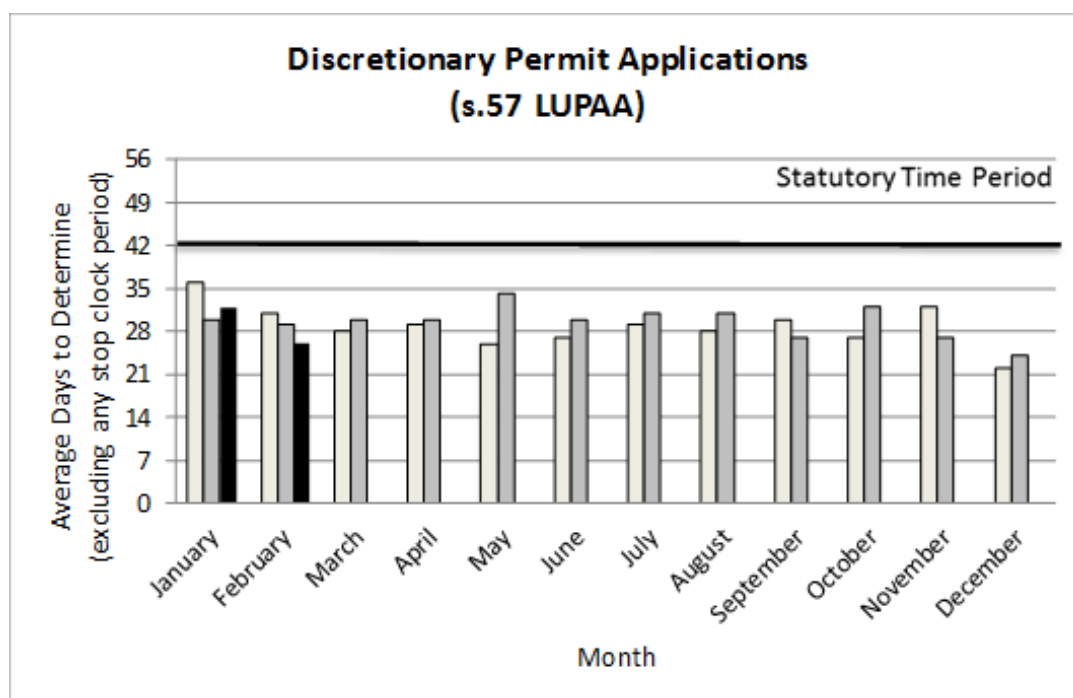
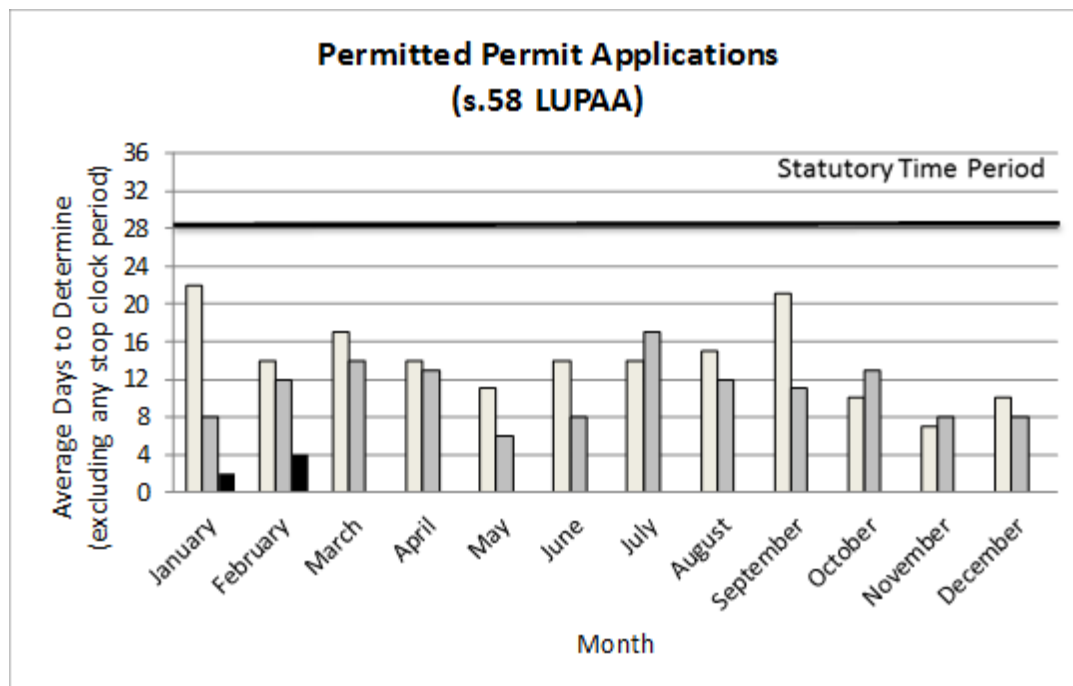
<b>LAND USE AND DEVELOPMENT APPLICATIONS</b>	<b>Feb 19</b>	<b>Mar 19</b>	<b>Apr 19</b>	<b>May 19</b>	<b>Jun 19</b>	<b>Jul 19</b>	<b>Aug 19</b>	<b>Sept 19</b>	<b>Oct 19</b>	<b>Nov 19</b>	<b>Dec 19</b>	<b>Jan 20</b>	<b>Feb 20</b>
Permitted Use & Development	4	6	5	5	7	4	9	9	11	7	5	1	5
Discretionary Use & Development	8	8	5	4	2	7	5	8	8	11	6	5	6
Subdivisions	2	1	1	0	1	1	3	2	1	0	1	0	0
<b>TOTAL APPLICATIONS</b>	<b>14</b>	<b>15</b>	<b>11</b>	<b>9</b>	<b>10</b>	<b>12</b>	<b>17</b>	<b>19</b>	<b>20</b>	<b>18</b>	<b>12</b>	<b>6</b>	<b>11</b>
Determined by Delegation	10	12	14	18	6	8	10	16	20	17	16	10	5
Determined by Council	2	0	1	0	1	0	1	0	1	0	0	1	0
Withdrawn	0	4	0	3	2	2	0	1	1	2	2	0	0
Applications Cancelled by Planning Authority	0	1	0	0	2	0	0	0	0	0	0	0	0
Consent Decisions	0	0	0	0	0	0	0	0	0	0	0	0	0
Application Approved by Tasmanian Planning Commission	0	0	0	0	0	0	0	0	0	1	0	0	0
Applications Appealed and Approved by Resource Management & Planning Appeals Tribunal	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>PLANNING SCHEME AMENDMENTS</b>													
Amendment requests	1	1	0	0	0	0	0	0	0	1	0	0	0
Amendment finally approved	0	0	0	0	0	0	0	0	1	0	0	0	0
Amendment Refused by Tasmanian Planning Commission	0	0	0	0	0	0	0	0	0	1	0	0	0
Applications Appealed and Refused by Resource Management & Planning Appeals Tribunal	0	0	0	0	0	0	0	0	0	0	0	0	0

**2.3.2 Land Use Permit Applications**

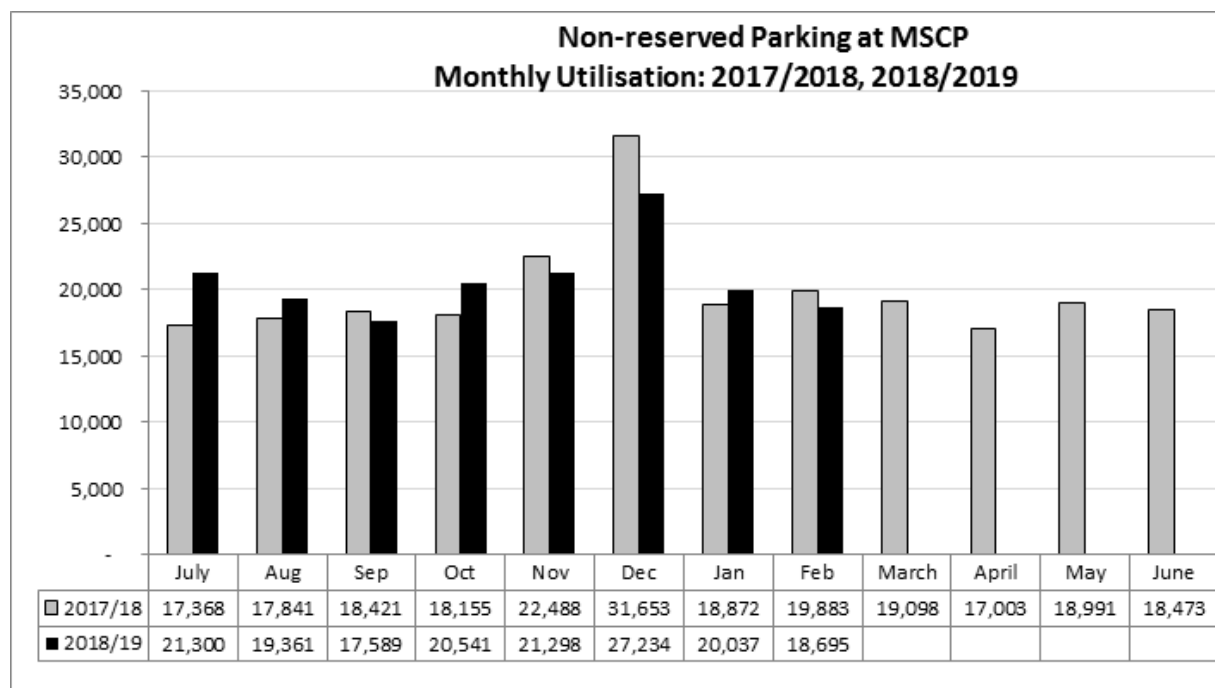
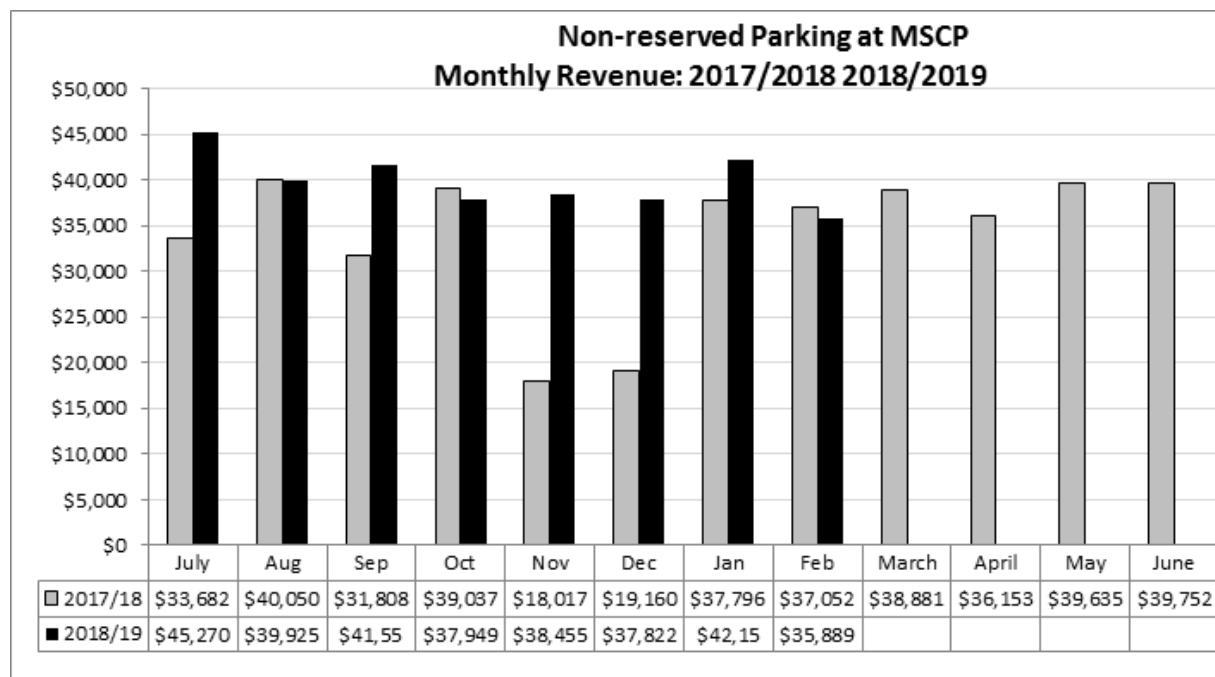
DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
23/12/19	2019/152	7 Arlington Place, Heybridge	Single Dwelling and associated Outbuilding including demolition of an existing outbuilding. Reliant on Performance Criteria for grant of Permit – Clause 14.4.1 (P5)	8/2/20	24/2/20	Approved 26/2/20
6/1/20	2020/1	11 Prior Crescent, Heybridge	Single Dwelling and Outbuilding. Reliant on assessment against Performance Criteria for grant of Permit – Clause 14.4.1 (P1 & P5) and Clause 14.4.3 (P2 & P3)	18/1/20	4/2/20	Approved 7/2/20
15/1/20	2020/2	Ridgley Highway, Hampshire	Telecommunications Facility upgrade (extend existing 15m high lattice tower by 15m, addition of 5 new antennas and equipment shelters). Grant of Permit reliant on Performance Criteria under Clause 26.4.1 (P1, P2, P3, P4 & P5) and E8.6.1 (P2) and E8.6.2 (P3 & P7)	25/1/20	11/2/20	Approved 13/2/20
23/1/20	2020/3	64 West Park Grove, Park Grove	Develop 2 <sup>nd</sup> Dwelling (Multiple Dwellings). Reliant on Performance Criteria for grant of Permit – Clause 10.4.2 (P3), Clause 10.4.4 (P1) and Clause E9.5.1 (P1)	8/2/20	24/2/20	Approved 28/2/20
7/2/20	2020/9	Shop 1 / 129 Wilson Street, Burnie	Establish a new Hotel Industry use within an existing building	N/A	N/A	Approved 13/2/20

**2.3.3 Subdivision Applications**

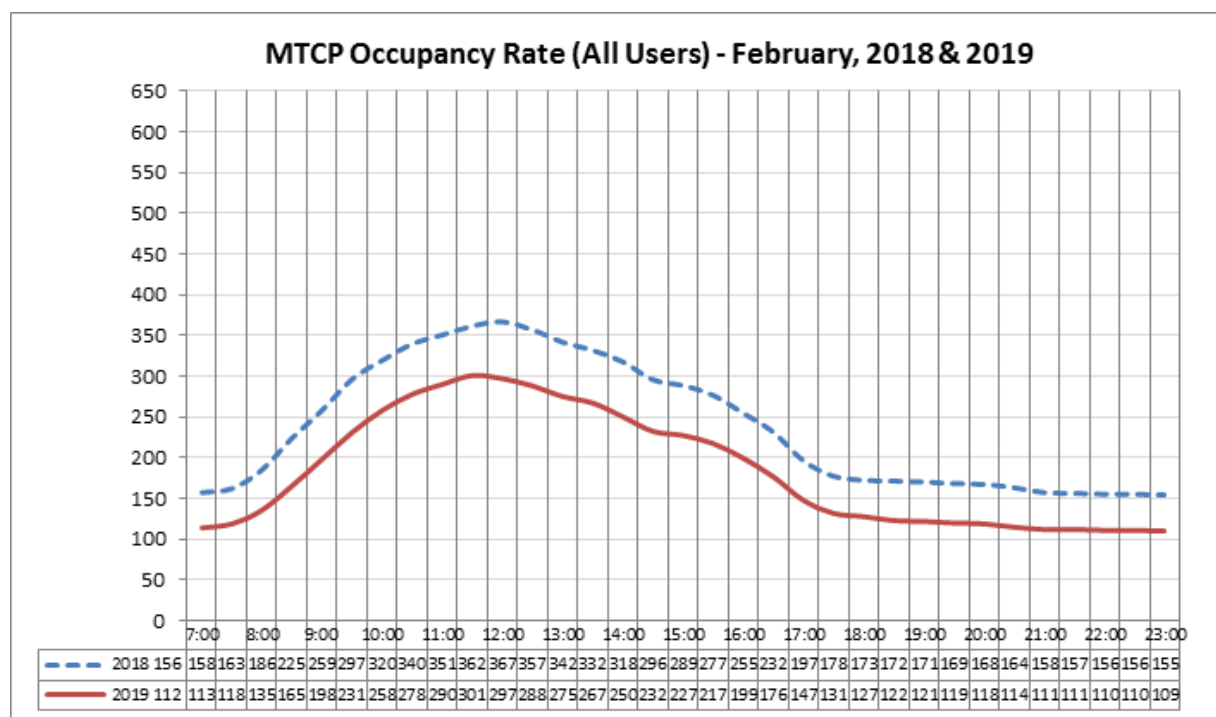
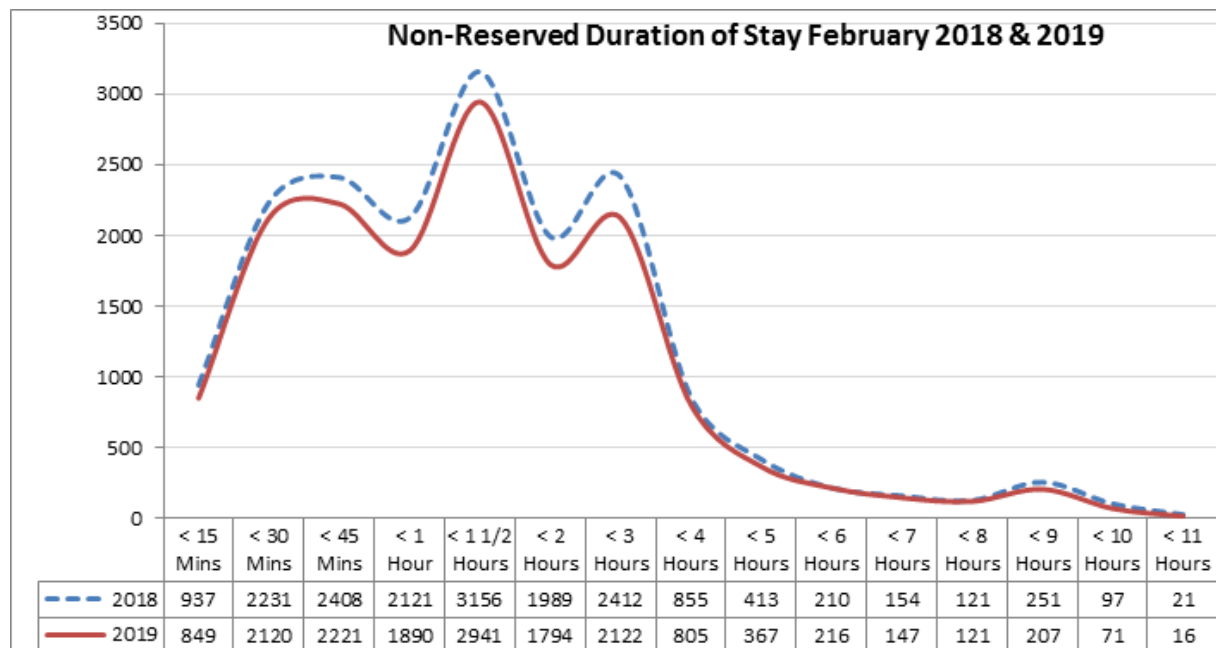
Nil.



Average time for determination of permit applications decided by month.

**2.4 PARKING**





Calculated on remaining spaces – 137 Reserved spaces for 2018, 98 Reserved spaces for 2019

**2.5 CEMETERY STATISTICS**

<b>Burials</b>	<b>February 2020</b>	<b>YTD Total</b>
Lawn Cemetery	6	65
Wivenhoe / Ridgley	0	1
Other	0	0
<b>Total</b>	<b>6</b>	<b>66</b>

*YTD is measured from 1 July each year.*

<b>Ashes Interred</b>	<b>February 2020</b>	<b>YTD Total</b>
Lawn Cemetery	2	22
Wivenhoe / Ridgley	0	0
<b>Total</b>	<b>2</b>	<b>22</b>

*YTD is measured from 1 July each year.*

**COUNCIL RESOLUTION**

**Resolution number: MO079-20**

**MOVED:**            *Cr T Brumby*

**SECONDED:**      *Cr G Simpson*

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

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**GENERAL MANAGER****AO083-20 GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT FEBRUARY 2020**

**FILE NO:** 4/18/2  
**PREVIOUS MIN:**

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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 February 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**

In February invitations were sent out to various ground users for applications for their upcoming winter 2020 seasons.

Much of Business and Recreation's focus was on preparing for the Burnie Challenge.

The Challenge is on Sunday April 5 and involves a number of community groups and organisations such as SES, Tas Fire Service, Burnie Rotary, St John Ambulance, a small army of volunteers and Council staff.

Apart from traditional outlets, our social media promotion continues to be a leading avenue to promote the event while we are also targeting a number of local Coastal schools with visits, posters and entry forms.

## **2.2 COMMUNITY / CULTURAL DEVELOPMENT**

### **Community Health and Wellbeing Information Hub**

The first Steering Committee meeting was held Monday 10 February at the Burnie Library. The incorporation process is underway, notification of the intention to incorporate was advertised in the Advocate on 15 February, inviting interested members of the community to attend the next meeting on 16 March, 2020.

### **Burnie Adventure Fun Day**

Council Officers met with the Manager and Supervisor of the Burnie Community House to discuss the event and expectations of Council in regard to requirements. The event was to be held Sunday 1 March, but has now been postponed to May.

### **Walk Against Elder Abuse**

Council Officers have met with the Project Coordinator, Elder Abuse Prevention from COTA and are organising a 'Walk Against Elder Abuse'.

The Walk will begin at 10am on World Elder Abuse Awareness Day (WEAAD), Monday 15 June in Burnie and walk to the Burnie Arts and Function Centre for refreshments in the Bass and Flinders Room.

This Burnie event will also host an associated exhibition of photos called 'Ageing My Way' in a gallery space in the adjoining Burnie Regional Art Gallery. Participants will have the opportunity to have their photo taken and become part of this exhibition.

### **2020 National Recycling Week**

The date for this year's National Recycling Week is 9 – 15 November.

The Burnie Arts and Function Centre Town Hall and Braddon Hall has been booked for Sunday 15 November to hold another 'Recycle your Wardrobe' event.

**2019/2020 Financial Assistance Grants (as at 3/3/20)****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	<del>-\$3,000</del>	\$0	Withdrawn request for funding. To assist with the costs of producing a Penguin Tourism Viewing Translation Website.
<b>Total</b>	<b>\$24,877</b>	<b>\$12,873</b>	

**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.
<b>Total</b>	<b>\$28,665</b>	<b>\$17,696</b>	

**Committed Three Year Sponsorship (2017-2020)**

Burnie Men's Shed (\$1,716 over 3yrs)	\$572	\$381	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.
<b>Total</b>	<b>\$774</b>	<b>\$583</b>	

**Committed Three Year Sponsorship (2019-2022)**

Cooee 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	\$990	To off-set costs associated with access across the rail corridor at Wivenhoe.
<b>Total</b>	<b>\$6,955</b>	<b>\$4,275</b>	

**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
<b>Total</b>	<b>\$3,360</b>	<b>\$3,279</b>

**State Representatives Allowance**

	Budget	Paid
State Representatives	\$10,000	\$8,550

**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
<b>Total</b>		<b>\$354</b>

**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)	<del>-\$2,500</del>	\$0
City of Burnie Brass Band	\$2,500	\$0
EMUsicians	\$2,500	\$2,500
Stringalong Music Programme	\$2,500	\$1,686
<b>Total</b>	<b>\$15,000</b>	<b>\$6,686</b>

***Other - Annual Assistance***

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

***Waste Disposal Costs for Charitable & NFP Organisations***

<b>Name/Organisation</b>	<b>Committed</b>	<b>Paid</b>
Australian Red Cross	\$720	\$30
Launceston City Mission	\$1,000	\$0
The Salvation Army Thrift Shop	\$720	\$0
<b>Total</b>	<b>\$1,720</b>	<b>\$30</b>

***YTD Totals***

<b>Name/Organisation</b>	<b>Budget</b>	<b>Committed</b>	<b>Paid</b>
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	\$583
Committed Three Year Sponsorship (2019-2022)		\$6,955	\$4,275
Other Annual Community Group Assistance		\$3,360	\$3,279
State Representatives Allowance		\$10,000	\$8,550
Minor Sponsorship Grants by Mayor		\$2,500	\$0
Food License Permits		\$1,000	\$354
<b>Total Financial Assistance Grants</b>	<b>\$70,500</b>	<b>\$78,131</b>	<b>\$47,610</b>
Community Bands		\$15,000	\$6,686
Other – Annual Assistance		\$4,500	\$4,500
Waste Disposal Costs for Charitable & NFP Organisations	<b>\$5,000</b>	\$1,720	\$30

**2.3 BURNIE REGIONAL MUSEUM**

## BRM Total Admissions

Month	2019	2020
Feb	2747	1397

## BRM Total Attendance

Month	2019	2020
Feb	2946	4219

## BRM Total Revenue

Month	2019	2020
Feb	9182	8739

**2.4 BURNIE REGIONAL ART GALLERY**

## BRAG Attendance Figures

Month	2019	2020
Feb	2,489	1,904

**2.5 MAKERS' WORKSHOP – VISITOR INFORMATION CENTRE*****Visitor Numbers – February 2020***

Makers Workshop Door Count	14 025 people
Visitor Centre Count	1470 people (VIC engagement not counted on cruise ship days)
Cruise ships	12 Ships

***Creative Paper Tasmania – February 2020***

Hand Made Paper Tour Experience	1022 entries
Coach/School Groups	10 groups
Creative Paper Website	4 enquiries. 9 online sales.



## **2.6     MARKETING AND EVENTS**

A Bite and Brew event was held in the Baptist Church carpark. The event was well supported with around 1,000 attendees. Feedback on the event has been very positive.

Planning is underway for the 2020 Kids in the Park.

## **2.7     COLLECTIVE IMPACT**

### **Burnie Works**

Following a planning day in late January, the Local Enabling Group endorsed an Action Plan and Budget to June 2020. This will ensure the LEG to meet its obligations under the Stronger Places Stronger People funding.

### **Dream Big**

Dream Big is currently planning for 2020 Higher Education Visits. Higher Education Visits will be held on 19, 23, and 24 March 2020.

### **Employment Partnership Group**

The Transport to Work Regional Employment Trial is continuing, with work underway on job placements and for participants to 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 prior to the luncheon.

### **Building Bridges**

Networking events have recommenced. Planning has commenced for the development of a wrap-around service model for job seekers with complex needs. A business dinner has been organised for 18 March.

## **2.7 YOUTH DEVELOPMENT**

### **Burnie Youth Council (BYC)**

Burnie Youth Councils first meeting is planned for 27 March, nominations are opened.

### **NWAY**

There was a meeting of NWAY on the 27<sup>th</sup> February at Burnie City Council and dates were set for upcoming meetings.

- 23 April – YFCC Burnie
- 18 June – Circular Head Council
- 20 August – Ulverstone Neighbourhood House
- 22 October – Devonport City Council
- December – End of Year networking function yet to be decided

Council is partnering with 'Safe In Oz' in the delivery of the accredited training module 'An Introduction To Working With Individuals Who Have Self-Destructive Behaviours' in

response to the issue being raised on the lack of professional development opportunities for staff on the North West Coast. This will see the second year that this program has run, with Council last year securing the free training of Youth Crisis accommodation workers from YFCC.

**“Know Your Odds” Skate Scooter and BMX Series – Burnie Competition**

Returning again for 2020, the “Know Your Odds” Skate, Scoot & BMX competition series is back on the North West Coast. The Burnie skate park event on Saturday March 14 starting at 10 am will see competitors of all ages busting their best spins, flips and grinds as they vie for their share of over \$1,200 worth of prizes on offer.

This year not only is in-line skating part of the event, but we have also added balance bikes. The competition in Burnie is being organised by Burnie City Council, Twenty Five Nine and Know Your Odds.

**Tasmanian Youth Week**

Party in the Park will be celebrated in Burnie on the last day of Term 1, Wednesday 8 April at Burnie Park starting at 3pm with an afternoon of bands (TBC), entertainment and a cosplay competition followed by the movie Lion King (TBC) at 6pm.

**Other**

A Sand Sculpture contest planned for the Summer Beach Party was cancelled due to weather.

**COUNCIL RESOLUTION**

**Resolution number: MO080-20**

**MOVED:** Cr C Lynch

**SECONDED:** Cr D Pease

***“THAT the General Manager’s Information Report for Community and Economic Development February 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***

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**GENERAL MANAGER****AO084-20 GENERAL MANAGER'S INFORMATION REPORT CORPORATE AND BUSINESS SERVICES FEBRUARY 2020****FILE NO: 4/18/2****PREVIOUS MIN:**

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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 February 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 29 February 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	
<b>Recurrent Income</b>							
Rates and charges	22,795	22,865	×	22,923	22,883	!	40 U
Statutory fees and fines	717	682	✓	1,024	1,072	✓	(48) F
User fees	3,015	3,175	×	4,732	4,855	✓	(123) F
Grants	1,898	2,266	×	3,399	3,409	✓	(10) F
Reimbursements	445	231	✓	323	586	✓	(263) F
Other income	506	601	×	902	792	×	110 U
Investment income	469	611	×	917	939	✓	(22) F
<b>Total recurrent income</b>	<b>29,844</b>	<b>30,433</b>	<b>×</b>	<b>34,221</b>	<b>34,536</b>	<b>✓</b>	<b>(315) F</b>
<b>Recurrent Expenses</b>							
Employee benefits	7,591	7,696	✓	12,210	12,229	!	18 U
Materials and services	6,296	7,191	✓	10,786	10,860	×	74 U
Depreciation and amortisation	5,085	5,177	✓	7,765	7,766	!	1 U
Finance costs	31	38	✓	57	57	✓	- F
Other expenses	1,926	2,356	✓	3,400	3,396	✓	(4) F
<b>Total recurrent expenses</b>	<b>20,929</b>	<b>22,458</b>	<b>✓</b>	<b>34,219</b>	<b>34,308</b>	<b>×</b>	<b>89 U</b>
<b>Operating surplus/(deficit)</b>	<b>8,915</b>	<b>7,975</b>	<b>✓</b>	<b>2</b>	<b>228</b>	<b>✓</b>	<b>(226) F</b>
<b>Capital Items</b>							
Capital grants	750	1,441	×	2,163	2,481	✓	(318) F
Expenditure on assets not owned by Council	-	-	✓	-	-	✓	- F
Contributions - non-monetary assets	1,454	-	✓	-	18	✓	(18) F
Net gain/(loss) on disposal of assets	(61)	-	×	(250)	(250)	✓	- F
	<b>2,142</b>	<b>1,441</b>	<b>✓</b>	<b>1,913</b>	<b>2,249</b>	<b>✓</b>	<b>(336) F</b>
<b>Surplus/(deficit)</b>	<b>11,058</b>	<b>9,416</b>	<b>✓</b>	<b>1,915</b>	<b>2,477</b>	<b>✓</b>	<b>(562) F</b>
<b>Operating Margin</b>	<b>1.43</b>	<b>1.36</b>		<b>1.00</b>	<b>1.01</b>		

✓ A favourable variance

! 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 \$0.226m. While there are a number of favourable and unfavourable variances across the budget the favourable variance of \$226k 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
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	8,982	4,096	4,084
Trade and other receivables	5,352	1,492	1,492
Inventories	138	139	139
Other assets	15	34	34
<b>Total current assets</b>	<b>14,487</b>	<b>5,761</b>	<b>5,749</b>
<b>Non-current assets</b>			
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	340,325	342,869	343,243
<b>Total non-current assets</b>	<b>421,411</b>	<b>423,955</b>	<b>424,329</b>
<b>Total assets</b>	<b>435,897</b>	<b>429,716</b>	<b>430,078</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	637	2,347	2,347
Trust funds and deposits	132	138	138
Interest-bearing loans and borrowings	326	329	329
Employee provisions	2,403	2,411	2,411
<b>Total current liabilities</b>	<b>3,497</b>	<b>5,225</b>	<b>5,225</b>
<b>Non-current liabilities</b>			
Interest-bearing loans and borrowings	778	1,811	1,811
Employee provisions	164	163	163
<b>Total non-current liabilities</b>	<b>942</b>	<b>1,974</b>	<b>1,974</b>
<b>Total liabilities</b>	<b>4,439</b>	<b>7,199</b>	<b>7,199</b>
<b>Net Assets</b>	<b>431,459</b>	<b>422,517</b>	<b>422,879</b>
<b>Equity</b>			
Accumulated surplus	274,147	274,348	274,148
Surplus/(deficit)	11,058	1,915	2,477
Reserves	146,255	146,254	146,254
<b>Total Equity</b>	<b>431,459</b>	<b>422,517</b>	<b>422,879</b>
<b>CURRENT RATIO</b>	<b>4</b>	<b>1.10</b>	<b>1.10</b>

**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 29 February 2020 is \$8.982m.

**Burnie City Council**  
**Statement of Cash Flows**

	Actual 2020 \$'000	Budget 2020 \$'000	Forecast 2020 \$'000
<b>Cash flows from operating activities</b>			
Rates and charges	18,902	22,923	22,850
Statutory fees and fines	717	1,023	1,072
User fees	3,015	4,679	4,855
Grants	1,898	3,399	3,409
Reimbursements	445	323	586
Other income	1,960	925	792
Payments to suppliers	(9,074)	(10,731)	(10,480)
Payments to employees	(7,745)	(12,357)	(12,375)
Other payments	(1,926)	(3,400)	(3,396)
<b>Net cash provided by (used in) operating activities</b>	<b>8,190</b>	<b>6,784</b>	<b>7,313</b>
<b>Cash flows from investing activities</b>			
Payments for property, infrastructure, plant and equip	(5,105)	(11,970)	(12,338)
Dividends and distributions	469	917	939
Capital grants	750	2,163	2,481
<b>Net cash provided by (used in) investing activities</b>	<b>(3,886)</b>	<b>(8,890)</b>	<b>(8,918)</b>
<b>Cash flows from financing activities</b>			
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)
<b>Net cash provided by (used in) financing activities</b>	<b>(191)</b>	<b>822</b>	<b>819</b>
Net increase (decrease) in cash and cash equivalents	4,113	(1,284)	(786)
Cash and cash equivalents at the beginning of the financial year	4,870	5,380	4,870
<b>Cash and cash equivalents at the end of the period</b>	<b>8,982</b>	<b>4,096</b>	<b>4,084</b>

**2.2 SCHEDULE OF INVESTMENTS**

A schedule of Council's investments is provided as at 29 February 2020:

Investments Schedule as at 29/02/20							
<u>Institution</u>	<u>Term</u>	<u>Rate</u>	<u>S&amp;P Rating</u>	<u>Lodgement Date</u>	<u>Maturity</u>	<u>Amount</u>	<u>Total</u>
ANZ	At Call	1.90%	A1+			2,001,479	2,001,479
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	
My State	90 Days	1.70%	A2	28-02-20	02-06-20	1,000,000	3,000,000
BOQ	270 Days	1.65%	A2	30-09-19	26-06-20	500,000	500,000
ME Bank	60 Days	1.45%	A2	27-02-20	27-04-20	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
							<b>8,001,479</b>

**Investment Allocation by Credit Rating**

<u>Credit Rating</u>	<u>%</u>	<u>Amount</u>	<u>WAIR</u>
A1+	44%	\$3,501,479	1.79%
A1	6%	\$500,000	1.65%
A2	50%	\$4,000,000	1.73%
	<b>100%</b>	<b>\$8,001,479</b>	

**Investment Allocation by Bank**

<u>Bank</u>	<u>%</u>	<u>Amount</u>
ANZ	25%	\$2,001,479
MyState	37%	\$3,000,000
ME Bank	6%	\$500,000
BOQ	6%	\$500,000
Westpac	19%	\$1,500,000
Suncorp	6%	\$500,000
	<b>100%</b>	<b>\$8,001,479</b>

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	29-Feb	Annual Budget	Forecast	Forecast Variance to Budget	Note
<b>Community &amp; Economic Development</b>					
Burnie Arts & Function Centre	623,630	919,939	936,556	16,617 Unfavourable	
Burnie Regional Art Gallery	287,917	536,080	533,772	(2,308) Favourable	
Burnie Regional Museum	138,619	292,928	295,268	2,340 Unfavourable	
Burnie Works	(628,108)	85,951	57,302	(28,649) Favourable	1
Business & Recreation	194,176	218,656	280,069	61,413 Unfavourable	2
CED Management	280,254	347,710	352,109	4,399 Unfavourable	
Community & Youth	212,040	296,308	306,915	10,607 Unfavourable	
Marketing & Events	295,062	499,811	530,729	30,918 Unfavourable	3
Visitor Information Centre	313,144	449,133	464,216	15,083 Unfavourable	
<b>Community &amp; Economic Development Total</b>	<b>1,716,734</b>	<b>3,646,516</b>	<b>3,756,936</b>	<b>110,420</b> Unfavourable	
<b>Corporate &amp; Business Services</b>					
Accounting Services	(60,738)	(1,513)	(8,486)	(6,973) Favourable	
Information Management	115,247	190,686	211,564	20,878 Unfavourable	4
Information Technology Services	(7,856)	128,970	90,866	(38,104) Favourable	5
Revenue Services	251,725	430,046	409,253	(20,793) Favourable	6
Strategic and Governance	(17,399,533)	(15,699,821)	(15,687,884)	11,937 Unfavourable	
<b>Corporate &amp; Business Services Total</b>	<b>(17,101,154)</b>	<b>(14,951,632)</b>	<b>(14,984,687)</b>	<b>(33,055)</b> Favourable	
<b>Employee Oncost Recovery</b>					
Oncosts	60,175	-	-	- Favourable	
<b>Employee Oncost Recovery Total</b>	<b>60,175</b>	<b>-</b>	<b>-</b>	<b>-</b> Favourable	
<b>Land &amp; Environmental Services</b>					
Compliance Support	(527,500)	(645,042)	(729,874)	(84,832) Favourable	7
Development Services	464,687	711,159	692,812	(18,347) Favourable	
Management LES	205,018	325,371	324,640	(731) Favourable	
<b>Land &amp; Environmental Services Total</b>	<b>142,204</b>	<b>391,488</b>	<b>287,578</b>	<b>(103,910)</b> Favourable	
<b>Office of the General Manager</b>					
Executive Management	294,702	499,303	477,306	(21,997) Favourable	8
People & Safety	(53,800)	12	(31,010)	(31,022) Favourable	9
<b>Office of the General Manager Total</b>	<b>240,902</b>	<b>499,315</b>	<b>446,296</b>	<b>(53,019)</b> Favourable	
<b>Works &amp; Services</b>					
Cemetery Services	(3,933)	(3,221)	(3,221)	- Favourable	
Facilities Management	1,365,102	2,168,587	2,149,228	(19,359) Favourable	
Management WS	(212,205)	(20,982)	(42,576)	(21,594) Favourable	10
Parks & Reserves	1,260,634	871,210	870,583	(627) Favourable	
Sporting Grounds	615,715	1,470,451	1,172,975	(297,476) Favourable	11
Stormwater Services	(846,221)	(461,939)	(445,313)	16,626 Unfavourable	
Transport Services	3,374,365	4,225,634	4,143,630	(82,004) Favourable	12
Waste Management	(1,669,955)	-	(17,648)	(17,648) Favourable	
<b>Works &amp; Services Total</b>	<b>3,883,501</b>	<b>8,249,740</b>	<b>7,827,658</b>	<b>(422,082)</b> Favourable	
<b>Total</b>	<b>(11,057,638)</b>	<b>(2,164,573)</b>	<b>(2,666,219)</b>	<b>(501,646)</b> Favourable	

**Community & Economic Development*****1. Burnie Works***

Facilitating a whole of community response to social outcomes, including educational achievement, workforce participation and social inclusion, within a Collective Impact framework.

The favourable forecast variance to budget of \$28k for Burnie Works is due to higher than budgeted donation income \$20k and higher than budgeted grant income \$8k.

***2. Business and Recreation***

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

The unfavourable forecast variance to budget of \$61k for Business and Recreation is predominately due to higher than budgeted Burnie Ten expenditure \$23k, higher than budgeted overtime wages \$10k, higher than budgeted West Park bar purchases \$35k, lower than budgeted room hire at West Park \$5k offset by higher than budgeted West Park bar sales (\$18k).

***3. Marketing & Events***

Actively promotes the uniqueness of Burnie to increase tourism visitation to the City and provides information and support to maximise visitor expenditure in Burnie. Also undertakes a range of special events that celebrate the community of Burnie and help attract visitors to the region.

The unfavourable forecast variance to budget of \$30k for Marketing & Events is predominately due to higher than budgeted New Year's Eve expenditure.

**Corporate & Business Services*****4. Information Management***

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

The unfavourable forecast variance to budget of \$20k for Information Management is due to higher than budgeted employee costs.

***5. 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 \$38k for Information Technology Services is due to a reduction in contract costs relating to system development.

**6. 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.

**Land and Environmental Services****7. 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 \$84k for Compliance Support is due to higher than budgeted parking income.

**Office of the General Manager****8. 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.

**9. 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 \$31k for People and Safety is due to a staff vacancy which has now been filled \$22k and higher than budgeted Workers Compensation reimbursements \$9k.

**Works and Services****10. Management WS**

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

The favourable forecast variance to budget of \$21k is due to profit on disposal of assets.

**11. Sporting Grounds**

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

The favourable forecast variance to budget of \$297k for Sporting Grounds is due to capital grant funding for the West Park grandstand, McKenna Park junior soccer facility and the Ridgley cricket nets.

### 12 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 \$82k 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 29 February 2020

	Total	Current - 30 Days	60 Days	90 Days	120+ Days
<b>Trade Debtors</b>					
Sundry Debtors	287,232	75,648	202,370	91	9,123
Reserved Parking Spaces	10,082	7,694	1,030	190	1,168
Burnie Venues & Catering	5,133	4,261	-		872
Lease Debtors	14,079	12,977	1,173	617	(688)
Business & Recreation Debtors	3,675		1,750	860	1,065
Waste Debtors	33,174	33,017	450	104	(396)
<b>Total Trade Debtors</b>	<b>353,375</b>	<b>133,597</b>	<b>206,772</b>	<b>1,862</b>	<b>11,143</b>
Goods & Services Tax	102,529				
Infringements & Parking	1,334,727				
Other Receivables	437,923				
Rates & Charges	4,214,809				
Allowance for Impaired Debts	(1,091,745)				
<b>Total Receivables</b>	<b>5,351,618</b>				

### Infringements & parking

	Feb-20		Feb-19		Movement	
	Count	Balance	Count	Balance	Count	Balance
<b>Issued 2020</b>	2,619	178,172			2,619	178,172
<b>Issued 2019</b>	1,412	133,289	2,320	159,459	(908)	(26,170)
<b>Issued 2018</b>	1,016	71,951	1,359	114,331	(343)	(42,380)
<b>Issued 2017</b>	1,645	54,038	1,702	70,709	(57)	(16,671)
<b>Issued 2016</b>	978	37,913	1,017	46,040	(39)	(8,127)
<b>Issued 2015</b>	576	36,512	627	41,313	(51)	(4,801)
<b>Issued 2014</b>	515	33,713	566	38,536	(51)	(4,823)
<b>Issued 2013</b>	617	36,948	676	41,669	(59)	(4,721)
<b>Issued 2012</b>	526	32,552	558	35,533	(32)	(2,981)
<b>Issued 2011</b>	526	31,897	580	35,731	(54)	(3,834)
<b>Issued 2010</b>	644	23,661	686	26,383	(42)	(2,722)
<b>Issued 2009</b>	756	52,492	804	56,198	(48)	(3,706)
<b>Issued 2008</b>	1,435	70,862	1,470	74,473	(35)	(3,611)
<b>Issued Pre-2007</b>	11,890	545,888	11,931	551,741	(41)	(5,853)
	<b>25,155</b>	<b>1,339,889</b>	<b>24,296</b>	<b>1,292,116</b>	<b>859</b>	<b>47,773</b>

**2.5 RATES ANALYSIS**

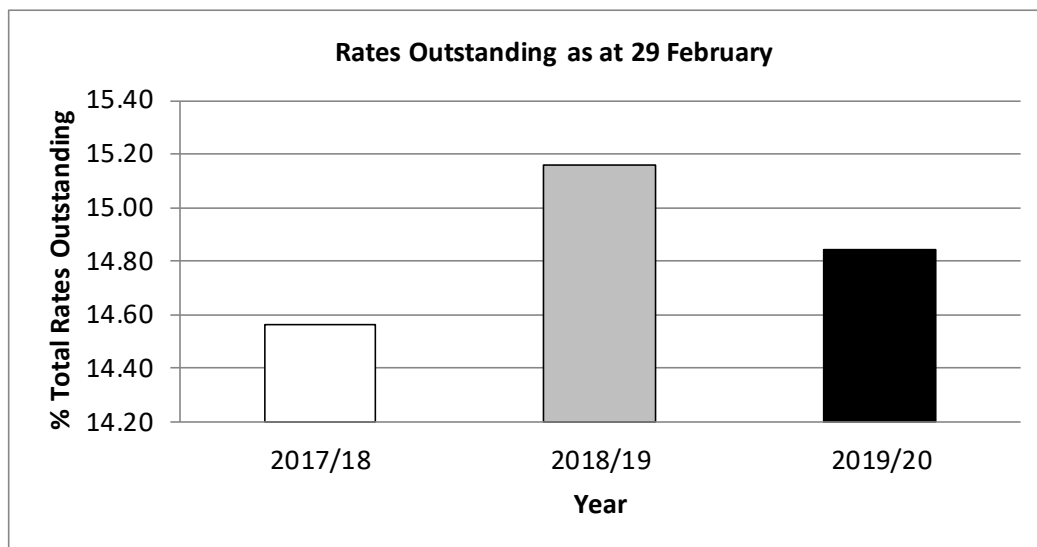
The rates analysis contains a summary of rating transaction movements for 2019/20 including the total levied, the total paid to date and the total unpaid as at the end of the reporting period. Rates are levied in July each year.

**Rates Outstanding as at 29/02/2020**

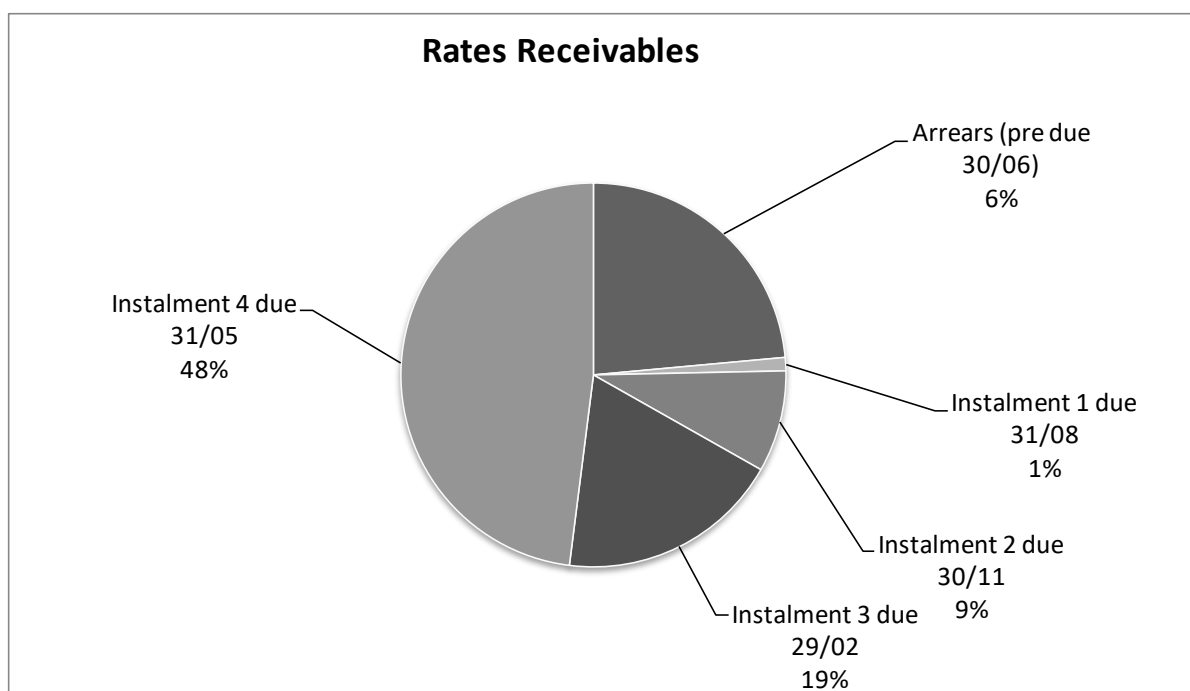
	<b>This Financial Year 29 Feb 2020</b>		<b>Last Financial Year 28 Feb 2019</b>		<b>Change</b>
		<b>\$</b>		<b>\$</b>	<b>\$</b>
Arrears Brought Forward as at July	2.88%	674,513	5.32%	1,239,630	(565,117)
Credit Brought Forward	-0.44%	(103,929)	-2.97%	(692,968)	589,039
Add Current Rates & Charges Levied	96.95%	22,716,034	96.19%	22,416,540	299,494
Penalty	0.30%	69,200	0.25%	58,994	10,206
Supplementary Rates	0.31%	73,725	1.22%	283,333	(209,608)
<b>Gross Rates and Charges Demanded</b>	<b>100.00%</b>	<b>23,429,544</b>	<b>100.00%</b>	<b>23,305,529</b>	<b>124,014</b>
Less: Rates & Charges Collected	80.50%	18,860,394	79.83%	18,605,322	255,072
Pension Remission	3.08%	720,490	3.02%	703,914	16,576
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%	421,059	(76,182)
- Roundings/Adjustments	0.00%	21	0.00%	(2)	23
Sub Total	85.16%	19,953,495	84.84%	19,772,906	180,589
<b>Unpaid Rates &amp; Charges as at 29/02</b>	<b>14.84%</b>	<b>3,476,049</b>	<b>15.16%</b>	<b>3,532,623</b>	<b>(56,574)</b>

	<b><u>2019/2020</u></b>		<b><u>2018/2019</u></b>	
Outstanding as at 29 February		3,983,473		3,965,507
Rates in credit		(507,424)		(432,884)
		<b>3,476,049</b>		<b>3,532,623</b>
Total number of assessments		10,070		10,025
Assessments outstanding	38.74%	3,901	44.4%	4,454
Credit Rates	-14.6%	(507,424)	-12.3%	(432,884)
Arrears (pre due 30/06)	27.0%	937,753	14.0%	493,346
Instalment 1 due 31/08	1.3%	44,641	5.1%	181,553
Instalment 2 due 30/11	9.8%	340,643	8.6%	304,101
Instalment 3 due 29/02	21.5%	748,229	32.2%	1,137,558
Instalment 4 due 31/05	55.0%	1,912,207	52.3%	1,848,950
	<b>100.00%</b>	<b>3,476,049</b>	<b>100.00%</b>	<b>3,532,623</b>

There were 3,901 assessments outstanding as at 29 February 2020 compared to 4,454 as at 28 February 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 29 February 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
<b>ROADS</b>						
<b>RURAL ROADS</b>						
Upgrade Programme	588,475	888,920	300,445	890,613	1,693	
Rural Roads Resealing	9,585	86,700	77,115	94,889	8,189	
Rural Roads Major Patching & Resealing	41,500	146,120	104,620	168,901	22,781	1
Rural Roads Bridges Programme	48,534	362,900	314,366	362,900	-	
<b>TOTAL RURAL ROADS</b>	<b>688,093</b>	<b>1,484,640</b>	<b>796,547</b>	<b>1,517,303</b>	<b>32,663</b>	
<b>URBAN ROADS</b>						
Car Parking Improvements	164,874	151,710	(13,164)	189,506	37,796	2
Driveways, Footpaths and Channel	76,478	221,120	144,642	228,983	7,863	
Retaining Walls	97,287	450,817	353,530	454,598	3,781	
Urban Infrastructure	118,455	409,920	291,465	433,013	23,093	3
Urban Road Renewal & Upgrades	135,289	520,160	384,871	554,163	34,003	4
Urban Road Resealing	467,732	985,823	518,091	991,359	5,536	
<b>TOTAL URBAN ROADS</b>	<b>1,060,115</b>	<b>2,739,550</b>	<b>1,679,435</b>	<b>2,851,622</b>	<b>112,072</b>	
<b>TOTAL ROADS</b>	<b>1,748,209</b>	<b>4,224,190</b>	<b>2,475,981</b>	<b>4,368,925</b>	<b>144,735</b>	
<b>STORMWATER</b>						
Storm Water Upgrades & Replacements	252,723	652,389	399,666	652,584	195	
<b>TOTAL STORMWATER</b>	<b>252,723</b>	<b>652,389</b>	<b>399,666</b>	<b>652,584</b>	<b>195</b>	
<b>PARKS, RESERVES AND SPORTING FACILITIES</b>						
General Parks and Reserves	778,923	3,080,893	2,301,970	3,121,321	40,428	5
Cemeteries	35,248	218,480	183,232	219,082	602	
Sporting Grounds & Facilities	181,428	237,076	55,648	278,023	40,947	6
<b>TOTAL PARKS, RESERVES &amp; SPORTING FACILITIES</b>	<b>995,599</b>	<b>3,536,449</b>	<b>2,540,850</b>	<b>3,618,426</b>	<b>81,977</b>	
<b>WASTE</b>						
Garbage and Recycling	1,696	42,045	40,349	42,045	-	
Waste Management Centre	47,576	300,179	252,603	300,179	-	
<b>TOTAL WASTE MANAGEMENT</b>	<b>49,272</b>	<b>342,224</b>	<b>292,952</b>	<b>342,224</b>	<b>-</b>	
<b>BUILDINGS</b>						
Sporting Facilities	488,108	656,336	168,228	656,336	-	
Public Amenities	195,421	474,670	279,250	528,753	54,083	7
Burnie Arts & Function Centre	46,898	328,240	281,342	328,240	-	
Burnie Regional Museum	-	-	-	-	-	
Other Buildings	578,909	1,077,419	498,510	1,133,067	55,648	8
<b>TOTAL BUILDINGS</b>	<b>1,309,336</b>	<b>2,536,665</b>	<b>1,227,329</b>	<b>2,646,396</b>	<b>109,731</b>	
<b>PROPERTY, PLANT &amp; EQUIPMENT (PPE)</b>						
Computer Equipment	13,022	438,050	425,028	438,050	-	
Vehicles	51,371	134,600	83,229	134,600	-	
Plant	472,922	960,976	488,054	960,976	-	
Other	143,160	246,416	103,256	262,921	16,505	
Parking Equipment	51,262	37,200	(14,062)	51,262	14,062	
Furniture & Fittings	13,446	49,295	35,849	49,295	-	
Heritage Assets	4,949	11,860	6,911	11,860	-	
<b>TOTAL PLANT/EQUIPMENT/VEHICLES</b>	<b>750,132</b>	<b>1,878,397</b>	<b>1,128,265</b>	<b>1,908,964</b>	<b>30,567</b>	
<b>TOTAL</b>	<b>5,105,271</b>	<b>13,170,314</b>	<b>8,065,043</b>	<b>13,537,519</b>	<b>367,205</b>	

Note 1 - Rural Roads Major Patching and Resealing

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Cascade Rd Recons-Ellis Rd-Illoura Rd	22,781	0	22,781		22,781 0%

**Cascade Rd Recons – Ellis Rd – Illoura Rd** - Unplanned roadworks associated with pavement failures on Cascade Road which occurred the past winter. Issues need to be addressed to minimise ongoing damage.

Note 2 - Car Parking Improvements

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Car Parks - Wiseman St - Community House	99,480	71,160	99,480		28,320 40%
Car Parks - Parks & Reserves	59,476	50,000	59,476		9,476 19%

**Car Parks - Wiseman St - Community House** - Scope of works increased to provide additional parking spaces in the project.

**Car Parks - Parks & Reserves** - Additional landscaping work around trees required.

Note 3 - Urban Infrastructure

Project Description	YTD Actual	Annual Budget	Forecast	Forecast 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 - Princes St** - Approved variation to scope of works for extra concreting and road pavement preparation for sealing

Note 4 – Urban Road Renewal & Upgrades

Project Description	YTD Actual	Annual Budget	Forecast	Forecast 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 5 – General Parks & Reserves

Project Description	YTD Actual	Annual Budget	Forecast	Forecast 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 6 – Sporting Grounds & Facilities

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Tennis Club Remediation	103,970	75,000	103,970	28,970	39%
Ridgley Bowls Club - Fencing	29,726	17,790	29,726	11,936	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 7 – Public Amenities

Project Description	YTD Actual	Annual Budget	Forecast	Forecast 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 program.

Note 8 – Other Buildings

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
City Offices - HVAC Chiller Unit Replacement	195,696	153,000	195,696	42,696	28%
City Offices - Flagpole - Aboriginal Flag	9,902	0	9,902	9,902	0%

**City Offices - HVAC Chiller Unit Replacement** - Refer Council report - Original budget estimate inadequate

**City Offices - Flagpole - Aboriginal Flag** - Unbudgeted expenditure approved by Council

**2.7 CONTRACTS AWARDED**

The following table shows contracts awarded over \$100,000 (full contract value) during February 2020:

Contract Number	Contract Title	Contractor Registered Business Name and Address	Awarded Date	Initial Term/Delivery Date	Value of Contract (Ex GST)
2646	Retaining Wall - Brickport Road	CBB Contracting P/L 240 Old Surrey Road Burnie TAS 7320	18/02/2020	2 months	\$131,375.00

**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

6 February 2020	Street Dining By-law, No. 1 of 2020
19 February 2020	Grant Deed – the Crown and Burnie City Council – McKenna Park Junior Soccer Facility
19 February 2020	Adhesion Order – Stowport Road, Stowport – CT 149306/6, CT 149306/7, CT 149306/8
25 February 2020	Contract 2646 – Construction of Retaining Wall – Brickport Road
28 February 2020	Final Survey Plan and Schedule of Easements – 870 Ridgley Highway, Ridgley
28 February 2020	Contract 2645 – West Ridgley Road Culvert Upgrades and Talunah Road Culvert Upgrade

**COUNCIL RESOLUTION****Resolution number: MO081-20*****MOVED: Cr A Boyd******SECONDED: Cr D Pease******“THAT the General Manager’s Information Report for Corporate and Business Services for February 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***

**AO085-20 COMMUNICATIONS JOURNAL MARCH 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
- Cruise Ship Welcome on the Wharf – Norwegian Jewel
- UTAS Community Conversation
- Dinner Meeting with UTAS Pro Vice-Chancellor (Cradle Coast) and the Vice-Chancellor
- Business North West Luncheon with Guest Speaker Alicia van Ek from Cancer Council
- Jayben Official Opening of redeveloped manufacturing facility
- Cradle Coast Authority Representatives Meeting
- Cruise Ship Welcome on the Wharf – Albatros
- Burnie Primary School, Grade 4's - Council information session
- Cruise Ship Welcome on the Wharf – Seven Seas Navigator
- Cruise Ship Welcome on the Wharf – Astor
- Burnie City Council Public Art Projects Advisory Committee Meeting

- Audit Committee
- Cruise Ship Welcome on the Wharf – Explorer Dream
- Burnie RSL Women’s Auxiliary – Official Opening of Annual Conference
- Cruise Ship Welcome on the Wharf – The World
- Business North West Breakfast with Guest Speaker Tom Wootton from West by North West
- Lunch Meeting with Bendigo Bank
- Business North West – Council Ideas Forum
- Meeting with Tony Wright and David Martin, CLTP
- Burnie City Council International Women’s Day Luncheon
- Cruise Ship Welcome on the Wharf – Silver Muse

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 – Pacific Aria - attended by Cr Alwyn Boyd
- Cruise Ship Welcome on the Wharf – Explorer Dream - attended by Cr Alwyn Boyd
- Cruise Ship Welcome on the Wharf – Explorer Dream - attended by Cr Ken Dorsey
- Early Childhood Intervention Service, afternoon tea and tour of facility – attended by Cr Alwyn Boyd
- Cruise Ship Welcome on the Wharf – Seven Seas Navigator – attended by Cr Alwyn Boyd
- Cruise Ship Welcome on the Wharf – Seven Seas Mariner – attended by Cr Chris Lynch
- Cruise Ship Welcome on the Wharf – Queen Elizabeth – attended by Cr Alwyn Boyd
- LGAT International Women’s Day Luncheon – attended by Cr Ken Dorsey

#### 4.0 NOTIFICATION OF COUNCIL WORKSHOPS

Workshop	18 February 2020 (Special Workshop)	
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	NWMAG - Design review	Discussion with Councillors

Workshop	25 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 tour of Dulverton Waste Management Centre	On-site visit of the Dulverton Waste Management Centre

	Jorgensen Street Reserve	Discussion with Councillors
	General Manager's Update	Discussion with Councillors
	North West Car Club	Car Club members in attendance for discussion with Councillors
	Making Burnie 2030 Strategic Plan Review	Discussion with Councillors

<b>Workshop</b>	<b>3 March 2020</b>	
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	Mayoral Discussion	Discussion with Councillors
	Quarterly Works Update	Presentation to Councillors
	Tasmanian Aboriginal Centre	Workshop session with Councillors

## 5.0 CORRESPONDENCE FOR NOTING

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

### ATTACHMENTS

1. Hon Roger Jaensch MP, Minister for Planning - Amendment 01-2018 of the State Planning Provisions
2. Hon Roger Jaensch MP, Minister for Planning - Final exposure draft Major Projects Bill
3. Michael Ferguson MP, Minister for Infrastructure and Transport - Roadworks Signage Practices
4. Anita Dow MP - Bus Shelter on Mooreville Road, Shorewell Park
5. UTAS - 2020 Burnie City Council West North-West Bursary
6. Department of Education - Hellyer College Bursary, Jacinta Bos
7. Department of Education - Hellyer College Bursary, Danika Young
8. The Salvation Army - Burnie's Bit - Certificate of Appreciation
9. JV Andersen - Removal of Tree

**COUNCIL RESOLUTION****Resolution number: MO082-20*****MOVED:***            ***Cr C Lynch******SECONDED:***      ***Cr D Pease******“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***

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](mailto:minister.jaensch@dpac.tas.gov.au)



19 February 2020

Alderman Steve Kons  
Mayor  
Burnie City Council  
PO Box 973  
BURNIE TAS 7320  
Email: [burnie@burnie.net](mailto:burnie@burnie.net)

Dear Mayor

**Making of Amendment 01-2018 of the State Planning Provisions**

I wish to advise that, pursuant to section 30P(5)(a) of the Land Use Planning and Approvals Act 1993 (the Act), I have made amendment 01-2018 of the State Planning Provisions (SPPs) following recommendations made by the Tasmanian Planning Commission.

Amendment 01-2018 of the SPPs comes into effect on 19 February 2020. The amendment and the amended SPPs can be viewed at [www.planningreform.tas.gov.au](http://www.planningreform.tas.gov.au).

Enquires can be directed to the Department of Justice's Planning Policy Unit on (03) 6166 1429 or email [planning.unit@justice.tas.gov.au](mailto:planning.unit@justice.tas.gov.au).

Yours sincerely

A handwritten signature in blue ink, appearing to read "R Jaensch".

Hon Roger Jaensch MP  
Minister for Planning

Cc: Mr Andrew Wardlaw, General Manager

DOC/20/11473



Minister for Human Services  
Minister for Housing  
Minister for Environment and Parks  
Minister for Planning  
Minister for Aboriginal Affairs



Level 5 4 Salamanca Place, Parliament Square Building HOBART TAS 7000 Australia  
GPO Box 123 HOBART TAS 7001 Australia  
Ph: +61 3 6165 7686  
Email: [minister.jaensch@dpac.tas.gov.au](mailto:minister.jaensch@dpac.tas.gov.au)

4 March 2020

Alderman Steve Kons  
Mayor  
Burnie City Council  
PO Box 973  
BURNIE TAS 7320

Email: [burnie@burnie.net](mailto:burnie@burnie.net)

Dear Mayor

As you may be aware, the proposed Major Projects assessment process has been developed to replace the current Project of Regional Significance (PORS) assessment process under the *Land Use Planning and Approvals Act 1993*.

After two extensive consultation rounds and over 350 submissions, the Department of Justice's Planning Policy Unit (PPU) has prepared a final exposure draft of the Land Use Planning and Approvals Amendment (Major Projects) Bill 2020. This final exposure draft is being released for comment, with the expectation that it will be tabled in Parliament in May 2020. A copy of the Bill is now available on the PPU ([planningreform.tas.gov.au](http://planningreform.tas.gov.au)) website.

The final exposure draft of the Bill incorporates a range of matters identified during the Government's consultation process undertaken to date. A summary of amendments arising from consultation is enclosed for your information.

The Government's Major Projects assessment process will provide the certainty and clarity that the current PORS process lacks. The process will provide confidence to both proponents and the broader community that economically significant proposals will receive fair, objective and timely consideration, with decisions made by an independent and expert Development Assessment Panel.

For your information, I also enclose a flow chart detailing key steps in the assessment process in the attachment to this letter.

DOC/19/124195

I would welcome your feedback on the Bill – please provide any comment or concerns you may have to the PPU by email at [planning.unit@justice.tas.gov.au](mailto:planning.unit@justice.tas.gov.au) by 9 April 2020. Should you like further clarification on the Bill or the Major Projects process more broadly, the PPU would be happy to provide a briefing and can be contacted on 6166 1429. Further information can be found on the [PPU \(planning reform\) website](http://planningreform.tas.gov.au) (planningreform.tas.gov.au).

Yours sincerely

A handwritten signature in blue ink, appearing to be 'R Jaensch', enclosed within a large, loopy oval shape.

Hon Roger Jaensch MP  
**Minister for Planning**

cc: Andrew Wardlaw, General Manager

Attached –

- Summary of changes
- Flow chart detailing key steps in the assessment process

### Summary of changes following consultation: draft Major Projects Bill

A number of minor changes have been made throughout the draft Bill to address inconsistencies, remove duplication and improve certainty in regard to timeframes and process.

Various changes have been made to each stage of the assessment process to address concerns raised during consultation. These are summarised below.

#### Stage 1 – Eligibility

- The ability for a planning authority to refer a proposal for consideration for declaration as a major project has been reinstated.
- The ability for the Minister to seek advice from State Agencies and other notifiable bodies in regard to a proposal's eligibility has been reinstated.
- TasWater and TasNetworks have been added to the list of notifiable bodies.
- A clause has been added to clarify that the Minister's determination in regard to a proposal's eligibility must be informed by guidelines produced by the Tasmanian Planning Commission, which will quantify the eligibility criteria.
- The previous exclusion of projects on the basis of height alone has been removed, as a proposal must now satisfy at least two of the eligibility criteria.
- Clarification that while a proposal may be declared if it would be prohibited under the relevant planning scheme, it cannot be declared if it would be in contravention of a State Policy or Tasmanian Planning Policy or inconsistent with the relevant regional land use strategy.

#### Stage 2 – Preliminary Assessment

- New clauses have been added to clarify the procedures and powers of the Development Assessment Panel.
- Clauses in relation to the Tasmanian Planning Commission preparing guidelines to guide regulators' assessment have been deleted.
- The required contents of the Assessment Guidelines have been amended to delete all references to regulators' providing the panel with draft conditions or restrictions.

#### Stage 3 – Assessment

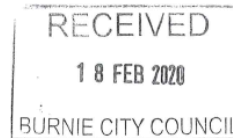
- The required contents of the Project Impact Statement have been amended to delete all references to addressing draft conditions or restrictions.
- The post-hearing consultation on proposed permit conditions has been removed.
- All references to 'in-principle permit commencement conditions' have been removed, and clauses in relation to a permit coming into effect amended accordingly.

## Major Projects Assessment Process (February 2020)



Minister for Finance  
Minister for Infrastructure and Transport  
Minister for State Growth  
Minister for Science and Technology  
Leader of the House

Level 5, 4 Salamanca Place, Hobart  
Public Buildings, 53 St John Street, Launceston  
GPO Box 123, HOBART TAS 7001  
Phone: (03) 6165 7701; Email: [Michael.Ferguson@dpac.tas.gov.au](mailto:Michael.Ferguson@dpac.tas.gov.au)



Alderman Steve Kons  
Mayor  
Burnie City Council  
PO Box 973  
BURNIE TAS 7320

17 FEB 2020

Dear Mayor

Thank you for your letter of 16 December 2019 regarding roadworks signage practices. I apologise for the delay in responding to you.

The new Austroads Guide to Temporary Traffic Management has been developed as national best practice to improve safety at road works sites. In Tasmania, the guidelines will be implemented by the Commissioner for Transport, and the Department of State Growth will be sponsoring a number of information sessions early this year to support the transition to the new requirements.

The guide will harmonise traffic management practices across Australia and New Zealand and work in conjunction with the updated version of Australian Standard 1742.3. The guide does not address penalties for non-compliance.

All contractors must ensure that signage displayed at roadworks meets the requirements outlined within the Australian Standard. However, with regard to penalties, I can only respond to your question as it relates to contractors working on the State road network.

The Department undertakes routine traffic management audits of its roadworks sites, including roadside mowing sites. Any non-conformance will be managed via the contractual mechanisms between the principal and the contractor.

For other contractors working inside the State road reserve, penalties for unsatisfactory traffic management can include revocation of Ministerial consent to work in the road corridor until such time as traffic management is corrected.

More generally, Worksafe Tasmania is the regulator that has the authority to issue fines for non-compliance. Worksafe Tasmania would be required to investigate any insufficient traffic management and determine the course of action to be imposed on the contractor.

While the need for roadworks signs might not be obvious as the road user drives through the work site, they are there for their safety, workers safety and to prevent damage to vehicles.

There are many occasions where roadworks signage and reduced speed limits are needed when workers are not on-site. For example, there might be a gravel road or a new road surface, narrower traffic lanes, new or no line marking, unfenced drop-offs, loose road edges, equipment on the side of the road, or temporary bridges. Wherever possible, signs will be removed and speed limits will be increased through construction sites when workers are not on-site.

The Department in partnership with Civil Contractors Federation, Road Safety Advisory Council and the Traffic Management Association of Australia (TMAA) has undertaken a statewide road safety campaign, *Your Speed is Our Safety*, to raise awareness amongst motorists of the need to reduce speed at road work sites when workers are on-site. The Department is also in the process of developing a short educational video explaining why speed limits are reduced at work sites, even when the need does not appear obvious to the road user. Once completed, the video will be promoted through the RoadsTas Facebook page.

If you do have any concerns about roadwork signage at a specific site, please notify the Department on [info@stategrowth.tas.gov.au](mailto:info@stategrowth.tas.gov.au). If the issues relate to work sites under the Department's control, officers will assess the site and rectify any issues as quickly as possible. Roadworks sites that are not on the State road network will be referred to the relevant road manager.

If Council or members of the public have concerns in relation to road users exceeding speed limits through roadworks, they are encouraged to contact Tasmania Police.

I trust this information clarifies the matter you have raised.

Yours sincerely



Michael Ferguson MP  
**Minister for Infrastructure and Transport**

# Anita Dow

Labor Member for Braddon

25 February, 2020

Hon Michael Ferguson  
Minister for Infrastructure  
Parliament House  
Hobart TAS 7000

Dear Minister <sup>Michael</sup> Ferguson

**RE : Bus shelter on Mooreville Road, Shorewell Park**

I am writing on behalf of a constituent from Burnie who has raised with me the requirement for a bus shelter on Mooreville Road and his concerns about access to and the condition of the bus stop opposite Shorewell Park.

Currently, the existing bus stop sign is erected in the side of the bank. The surface is uneven and makes it difficult to access, plus there is no shelter for those who wait for the bus.

I have forwarded a copy of this correspondence to the Burnie City Council to ensure they are aware of the matter also.

On behalf of my constituent, I request that work be done to improve this bus stop and that a shelter be installed.

Thank you for considering this important matter.

Kind regards



**Anita Dow MP**

**LABOR MEMBER FOR BRADDON**

Shadow Minister for Local Government and Planning  
Shadow Minister for Regional Development and Small Business  
Shadow Minister for Transport  
Shadow Minister for Manufacturing

Cc. Burnie City Council

**a:** PO Box 495, Burnie, 7320

**p:** 6430 8440

**e:** [anita.dow@parliament.tas.gov.au](mailto:anita.dow@parliament.tas.gov.au)

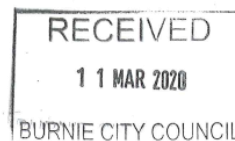
Tasmanian  
**Labor**



*Putting people first*







6 March 2020

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

Dear Andrew,

**2020 Burnie City Council West North-West Bursary**

I am happy to inform you that the 2020 *Burnie City Council West North-West Bursary* has been accepted by Kristen Wilson.

Kristen is from Burnie and is studying a Bachelor of Psychological Science in Launceston. Please find enclosed contact details for Kristen who has provided consent for Burnie City Council to contact her.

There are two continuing Burnie City Council West North-West Bursary scholars in 2020; Madison Cumming and Amanda Barlow. Please also find current contact details for them enclosed for your information.

We are extremely grateful for your support of the University Scholarship program. The *Burnie City Council West North-West Bursary* provides the ability, encouragement and inspiration for your scholars to achieve great things.

Kind regards,

Mandy Bennett  
Advancement Coordinator

**University of Tasmania**  
Advancement Office

Private Bag 40  
Hobart, Tasmania  
7001  
Australia

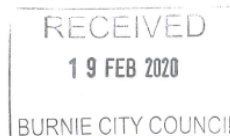
(03) 6226 1920  
ABN 30 764 374 782 / CRICOS 00586B





Department of Education

HELLYER COLLEGE

41-43 Mooreville Road, Burnie TAS 7320  
PO Box 1223, Burnie TAS 7320  
Telephone: (03) 6435 5200  
Email: hellyer.college@education.tas.gov.au

17 February 2020

Mayor Steve Kons  
Burnie City Council  
PO Box 973  
BURNIE TAS 7320

Dear Steve

I write to thank you for your sponsorship of our students. We value your financial incentive to young people who endeavour to reach their full potential and achieve excellence in their field at school.

As well as appreciating this practical assistance, students become more aware that their hard work is valued by people and organisations outside of their immediate peer group. Your support is important in encouraging students in the North West to continue with further education and training.

The recipient of the 'Scholarship for Merit' for the 2019 school year is **Jacinta Bos**.

We hope that you are able to continue your support of this event in the future. We will contact you later this year to confirm your commitment for the 2020 Evening of Excellence awards to be held in early 2021.

Once again, many thanks for your support.

Yours sincerely

A handwritten signature in cursive script, appearing to read "Judy Fahey".

Judy Fahey  
PRINCIPAL  
Hellyer College



Department of Education

HELLYER COLLEGE

41-43 Mooreville Road, Burnie TAS 7320  
PO Box 1223, Burnie TAS 7320  
Telephone: (03) 6435 5200  
Email: hellyer.college@education.tas.gov.au

17 February 2020

Mayor Steve Kons  
Burnie City Council  
PO Box 973  
BURNIE TAS 7320

Dear Steve

I write to thank you for your sponsorship of our students. We value your financial incentive to young people who endeavour to reach their full potential and achieve excellence in their field at school.

As well as appreciating this practical assistance, students become more aware that their hard work is valued by people and organisations outside of their immediate peer group. Your support is important in encouraging students in the North West to continue with further education and training.

The recipient of the 'Scholarship for Merit' for the 2019 school year is **Danika Young**.

We hope that you are able to continue your support of this event in the future. We will contact you later this year to confirm your commitment for the 2020 Evening of Excellence awards to be held in early 2021.

Once again, many thanks for your support.

Yours sincerely

A handwritten signature in black ink, appearing to read "Judy Fahey".  
Judy Fahey  
PRINCIPAL  
Hellyer College

**The Salvation Army Australia Territory**

Burnie Corps

99 Wilson Street Burnie, Tasmania, 7320  
PO Box 134, Burnie, Tasmania, 7320

P 03 6430 4100

21/02/2020

Dear Alderman,

We are just writing to thank you ever so much both for your personal contribution to "Burnie's Bit" but also for the contribution of Burnie City Council where we had the immense privilege of making a difference from a distance!

It was such a thrill to see the community come together in full force to raise money for our neighbors on the mainland, many of them have lost everything!!!!

After our initial community meeting, less than 3 weeks later thanks to the power of our City, we were able to put on a fantastic event (despite the weather)! Together we were able to raise \$17,121.15 which was a phenomenal effort by all involved on the day.

We are so appreciative for the amazing support of the Alderman towards Burnie's Bit. It was a great day made possible through the support and encouragement of our Alderman. We personally want to thank each of you for the contribution you made both as a team but also individually.

Over the next few weeks I, along with a team of people are heading to Batemans Bay and Bega to our relief centers, where we will be providing a much needed rest for our volunteers, who have been working hard for many months in bushfire relief and recovery efforts.

I will be able to distribute firsthand the money that we have raised and will see it go straight to the frontline, providing practical and financial support as well as counselling to the people who have been affected by the fires. The generosity of our community is making a difference. I will be updating the Burnie's Bit Facebook group while I'm over there if you would like to follow the journey.

Warmest regards and Thank you for doing your bit!

Mark & Belinda Smith  
Captains  
Burnie Salvation Army

Founder **William Booth**  
General **Brian Peddle**  
Territorial Commander **Commissioner Robert Donaldson**

*Wherever there is hardship or injustice, Salvos will live, love and fight  
alongside others to transform Australia one life at a time with the love of Jesus*

[salvationarmy.org.au](http://salvationarmy.org.au)

# CERTIFICATE

OF APPRECIATION



## BURNIE'S BIT

MAKING A DIFFERENCE FROM A DISTANCE


Presented to

**The Burnie City Council**

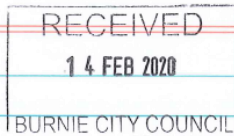
In recognition of your valuable contribution to Burnie's Bit.

*Mark and Selinda Smith*  
Burnie Corps Officers

21.02.20

*Bushfire*  *Appeal*





J.V. Andersen,

Withheld for Privacy

Burnie, 7320  
14 Feb. 2020

The Mayor and Aldermen,  
Burnie City Council,

I write to thank the Council, especially Alderman Boyd, for promptly removing a dangerous tree on Council land, immediately behind our property at Cypress Court. A large branch had recently fallen from the tree in heavy wind.

The tree was felled and removed on 12 Feb by A1 Trees in their usual efficient manner.

We thank the Council for its cooperation.

Yours sincerely,  
John & Blanche Andersen

**AO086-20 COMMUNICATIONS JOURNAL - NOTICE OF LGAT ANNUAL  
GENERAL MEETING AND GENERAL MEETING ON 22 JULY 2020****FILE NO:** 2/17/3, 16/3/1, 948353**PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.1	A Council that provides engaging and effective leadership to Burnie.
Strategy	7.1.2	Ensure effective operation and support for Council entities, authorities and special committees.

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

- 1) Endorse the following motions to the LGAT Annual General Meeting on 22 July 2020:***

- 
- 
- 

***AND/OR***

- 2) Invite the Councillors to provide motions to the General Manager by 31 March 2020 for consideration of the Council at its meeting on 21 April 2020;***

***AND***

- 3) Authorise the General Manager to submit the endorsed motions to LGAT.”***

**2.0 SUMMARY**

Correspondence has been received from Local Government Association of Tasmania (LGAT) in relation to the Annual General Meeting, which will be held at 11.00am on Wednesday, 22 July 2020 at Wrest Point Casino, Hobart.

**3.0 ACTING GENERAL MANAGER’S COMMENTS**

Council has been invited to submit motions to the LGAT General Meeting on 22 July 2020.

The motions can:

- Address the objectives of the Association;
- Relate to matters of common concern to Councils;
- Recommend priorities to be followed by LGAT in pursuit of the State Agenda;
- Direct LGAT to undertake certain priorities; or
- Refer to public policy generally.

All motions will need to be received by close of business on Friday, 24 April 2020.

Council would either need to seek the endorsement of Council at this meeting for any proposed motions or alternatively provide them to the General Manager to allow for their endorsement at the next ordinary meeting of Council on 21 April 2020.

#### **ATTACHMENTS**

1 [!\[\]\(cbe2492b119e39e02a1dab2af4a4b296\_img.jpg\)](#). LGAT Notice of Annual General Meeting - 22 July 2020

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**COUNCIL RESOLUTION****Resolution number: MO083-20****MOVED:** *Cr G Simpson***SECONDED:** *Cr K Dorsey****“THAT Council:***

***1) Endorse the following motions to the LGAT Annual General Meeting on 22 July 2020:***

- That LGAT request the State Government to endorse a five year financial management strategy for local government rather than ten years.***

***AND***

***2) Invite the Councillors to provide motions to the General Manager by 31 March 2020 for consideration of the Council at its meeting on 21 April 2020;***

***AND***

***3) Authorise the General Manager to submit the endorsed motions to LGAT.”***

**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***

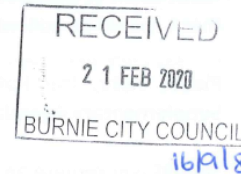




Our Ref: KS:CA

20 February 2020

Mr Andrew Wardlaw  
Burnie City Council  
PO Box 973  
**BURNIE TAS 7320**



Dear Andrew

**Annual General Meeting and General Meeting  
22 July 2020**

In accordance with the Rules of the Association, I give formal notice of the Annual General Meeting and the General Meeting of the Association to be held at the Wrest Point Casino Hobart, commencing at 11.00am on Wednesday 22 July, 2020.

Councils are invited to submit motions on matters connected with the objectives of the Association or of common concern to members for inclusion in the agenda of the General Meeting.

It is planned to distribute the agenda on Wednesday 24 June 2020 and motions will need to be received at the Association's offices by no later than close of business, Friday, 24 April, 2020. This lead time will ensure relevant matters can be forwarded to the State Government for comment in accordance with the Communication and Consultation Protocol Agreement. The responses from State Government will then be included with the agenda to provide councils with a full briefing of the issues to be considered.

Councils are reminded that opportunities are available at every General Meeting of the Association to submit motions for deliberation and do not have to be restricted to the General Meeting attached to the AGM. Councils are encouraged to consider this matter in terms of ensuring more robust and broader debate across all General Meetings in the year but note that State Government comment is not sought in advance for other meetings. Additionally, for any meeting, Members may submit items for Topical Discussion.

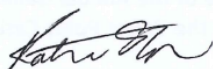
If councils consider a matter is of significant concern but that it may struggle to be supported, it is suggested that conversations ensue with potential like minded councils to ensure procedural issues, such as having a motion seconded, can occur. This assists both the council/community where the issue exists and provides the opportunity for more rigorous debate and points of contention to be canvassed.

A standard submission of motion template is attached but electronic versions are available on our website or will be forwarded by email upon request. Please note that detailed background comments are important in terms of ensuring there is an understanding by the reader of what is being sought. If possible, the motion should make clear either the action being asked of the Association or the policy position that the mover would like the sector to take. Where possible there should be consideration of how the motion aligns with the Association's strategic plan.

Please note, the Rules of the Association do not provide for the preparation of a Supplementary Agenda.

Should you require any assistance or advice on the background to issues of concern to your Council, the procedures to bring them forward or the wording of motions, Association staff would be only too pleased to assist. There are likely many matters that have previously been addressed or others that might be able to be dealt with administratively. Please keep this in mind and take advantage of the opportunity to discuss with the Association.

Yours sincerely



Dr Katrena Stephenson  
Chief Executive Officer



The cover page of the LGAT Strategic Plan 2017-2021 features a central graphic of a stylized 'T' composed of blue and white squares. The LGAT logo, consisting of a stylized 'L' and 'G' with a dot above the 'G', is positioned to the left of the title. The title 'STRATEGIC PLAN 2017 - 2021' is written in a bold, sans-serif font. The text 'Local Government Association Tasmania' is at the top. The 'About LGAT' section is on the left, and the contact information is in a box on the right.

## Local Government Association Tasmania

# LGAT

## STRATEGIC PLAN 2017 - 2021

### About LGAT

The Local Government Association of Tasmania is the voice of Local Government to other spheres of government, stakeholders and the wider community.

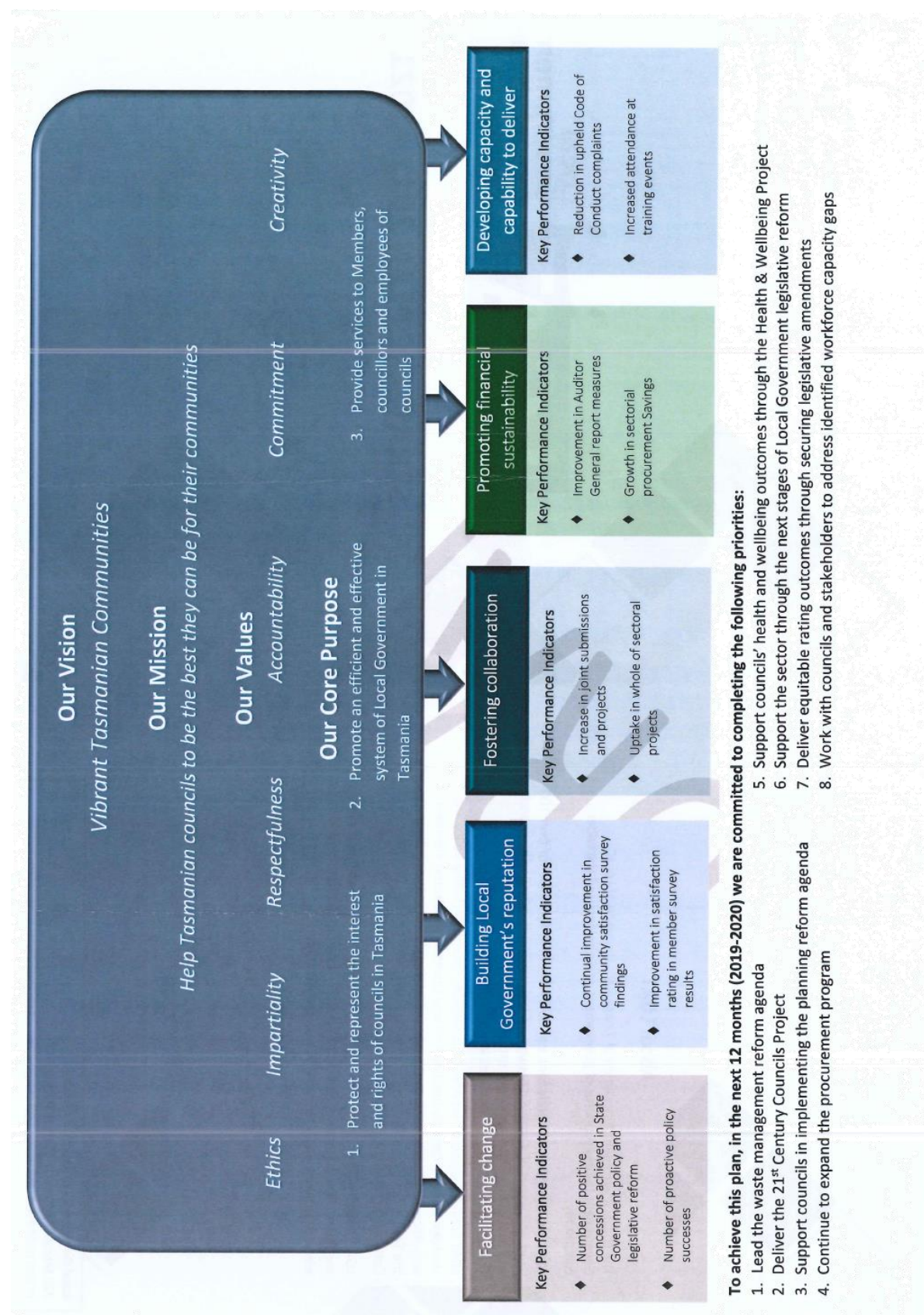
LGAT has been the peak body for Local Government in Tasmania for over 100 years and is part of a national network of associations. It is funded by councils and earns other income through projects delivered on behalf of Local Government, services to members and sponsorships.

LGAT provides specialist services to its member councils including policy and strategic support, capacity building for Local Government elected members and officers and procurement of goods and services. LGAT also coordinates the Tasmanian Local Government Awards for Excellence, the LGAT Annual Conference and the LGAT Assist Program.

LGAT works collaboratively with members to support council staff and elected members. The communities our 29 councils serve are represented by 263 elected members and supported by nearly 4000 staff.

**Local Government Association Tasmania**  
326 Macquarie Street, Hobart Tasmania 7000  
P: (03) 6233 5966 W: [www.lgat.tas.gov.au](http://www.lgat.tas.gov.au) E: [admin@lgat.tas.gov.au](mailto:admin@lgat.tas.gov.au)





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**AO087-20 COMMUNICATIONS JOURNAL - HON ROGER JAENSCH MP,  
MINISTER FOR PLANNING - NORTH-WEST TASMANIA  
TRANSMISSION UPGRADES PROJECT****FILE NO:** 2/17/3, 948977, 949037, 945874**PREVIOUS MIN:**

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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 endorse the response dated 2 March 2020 provided by the General Manager to the Minister for Planning in relation to assessment of the North West Tasmania Transmission Upgrades Project under the Major Infrastructure Development and Approvals Act 1999.”***

**2.0 SUMMARY**

Correspondence has been received from the Hon Roger Jaensch MP, Minister for Planning dated 27 February 2020 advising that after consideration of responses from Councils within the proposed North West Tasmania Transmission Upgrades Project corridor it is proposed to appoint the Tasmanian Planning Commission to undertake assessment of the planning permit required under the *Major Infrastructure Development and Approvals Act 1999* rather than to assign the task to a Combined Planning Authority comprised of representatives from each of the affected Councils.

The Minister requested each Council advise any concerns with the proposed approach within seven (7) days from 27 February 2020.

**3.0 ACTING GENERAL MANAGER’S COMMENTS**

Burnie City Council considered a request from the Minister for Planning at its meeting of 28 January 2020 in relation to how the proposed North West Tasmania Transmission Upgrades Project should be determined under the *Major Infrastructure Development and Approvals Act 1999*.

Council advised the Minister that it supported declaration of the project under the Act; and that its preference was for assessment to be undertaken by a combined planning authority.

The Minister has subsequently by letter dated 27 February 2020 set out the reasons for proposing to appoint the Tasmanian Planning Commission to undertake any assessment; and has requested that Council indicate any concerns with this approach.

The Minister's timeframe for a provision of a response by Council did not allow the matter to come before the Council for a decision.

It was considered appropriate to provide a response indicating no objection to the proposed arrangements notwithstanding the Council at its meeting of 28 January 2020 had determined a preference for a combined planning authority.

The decision of 28 January 2020 is not a decision in relation to the exercise of a power by the Council. Rather, it is an expression of opinion based on the then available information.

The Minister has statutory discretion in relation to how the arrangements under the Act are to be implemented. There are no grounds on which to reasonably challenge the Minister's reasons for proposing to appoint the TPC rather than a combined planning authority.

## ATTACHMENTS

1. Correspondence from Hon Roger Jaensch MP - North West Tasmanian Transmission Upgrades Project
2. Burnie City Council response to Planning Policy Unit to undertake MIDAA assessment on northwest transmission upgrade project

## COUNCIL RESOLUTION

**Resolution number: MO084-20**

**MOVED:** Cr G Simpson

**SECONDED:** Cr K Dorsey

***"THAT Council endorse the response dated 2 March 2020 provided by the General Manager to the Minister for Planning in relation to assessment of the North West Tasmania Transmission Upgrades Project under the Major Infrastructure Development and Approvals Act 1999."***

**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 Human Services  
Minister for Housing  
Minister for Disability Services and Community Development  
Minister for Planning  
Minister for Aboriginal Affairs

Level 5 4 Salamanca Place, Parliament Square Building HOBART TAS 7000 Australia  
GPO Box 123 HOBART TAS 7001 Australia  
Ph: +61 3 6165 7686  
Email: [minister.jaensch@dpac.tas.gov.au](mailto:minister.jaensch@dpac.tas.gov.au)



27 FEB 2020

Alderman Steve Kons  
Mayor  
Burnie City Council  
PO Box 973  
BURNIE TAS 7320  
Email: [burnie@burnie.net](mailto:burnie@burnie.net)

Dear Mayor

Thank you for responding to my correspondence of 21 January 2020, where I advised you that I had received a request from TasNetworks for the North-West Tasmania Transmission Upgrades Project to be declared as a 'major infrastructure project' and assessed under the *Major Infrastructure Development Approvals Act 1999* (MIDAA) and that I intended to recommend to the Governor to make an Order to declare the project for assessment under MIDAA.

The Act provides that where any affected council indicates a preference for the assessment to be carried out by the Tasmanian Planning Commission rather than by a Combined Planning Authority (CPA), as the responsible Minister, I can direct the Commission accordingly.

Having reviewed the feedback from Councils affected by the project, and taking into account other matters, I intend to include in the proposed Order a direction that the Tasmanian Planning Commission should undertake the assessment.

My reasons for forming this view are based upon –

1. At least one of the affected councils has requested that the Commission administer the planning approval process
2. Making use of the Tasmanian Planning Commission can reduce the total assessment time by 2-3 months due to saving time to set up the CPA,
3. The Tasmanian Planning Commission will provide an independent assessment of the project, enabling Councils to freely advocate their views and those of their constituents into the process regarding any local issues they may have with the project, and

4. The Tasmanian Planning Commission is an existing assessment body and as such it would be administratively less onerous to the setting up and then dissolving a new assessment body in the form of a CPA. A CPA would need to appoint a General Manager and establish its own administration protocols and financial management systems, all of which are unnecessary if the Tasmanian Planning Commission is directed to act as the planning authority.

I would appreciate you indicating any concerns you may have should I recommend this approach. Please provide your response within 7 days of the date of this notice to the Department of Justice's Planning Policy Unit (PPU) by email at [planning.unit@justice.tas.gov.au](mailto:planning.unit@justice.tas.gov.au) or by mail to:

Planning Policy Unit  
GPO BOX 825  
Hobart TAS 7001

If you would like further clarification on the MIDAA process, the PPU would be happy to provide a briefing and can be contacted on 6166 1429.

Yours sincerely



Hon Roger Jaensch MP  
**Minister for Planning**

cc: Mr Andrew Wardlaw, General Manager

DOC/20/19186  
MIN20/5783



PLEASE QUOTE

Your Ref:

Our Ref: 15/6/5-09; 948977

Enquiries: AW:PE

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

ABN: 29 846 979 690

Phone: (03) 6430 5700

Email: burnie@burnie.net

Web: www.burnie.net

We value your feedback on our service.  
Tell us about it at [www.burnie.net/feedback](http://www.burnie.net/feedback)

2 March 2020

Planning Policy Unit  
Department of Justice  
HOBART TAS 7000Email: [Planning.unit@justice.tas.gov.au](mailto:Planning.unit@justice.tas.gov.au)*A hard copy will not be sent unless requested*

Dear Sir

**NORTH-WEST TASMANIA TRANSMISSION UPGRADES PROJECT**

In reference to a letter dated 27 February 2020 from the Minister for Planning and addressed to the Mayor in relation to the declaration of the North-West Tasmania Transmission Upgrades Project under the *Major Infrastructure Development Approvals Act 1999*.

The Burnie City Council by a decision of its meeting held on 28 January 2020 has indicated an opinion that the assessment should be conducted by a Combined Planning Authority.

The Minister has set out his reasons to support appointment of the Tasmanian Planning Commission to undertake assessment of the project.

The Council does not have grounds on which to challenge or object to the Minister's reasons.

The Council accepts the Minister has discretion in relation to how the assessment will be undertaken when making a recommendation to the Governor for an Order under section 7 of the Act.

Yours faithfully

Andrew Wardlaw  
**GENERAL MANAGER**

cc Hon Roger Jaensch MP, Minister for Planning

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**AO088-20 COMMUNICATIONS JOURNAL - CRADLE COAST AUTHORITY -  
WELCOMING CITIES****FILE NO: 2/17/3; 949763****PREVIOUS MIN:**

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MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.1	A Council that provides engaging and effective leadership to Burnie.
Strategy	7.1.2	Ensure effective operation and support for Council entities, authorities and special committees.

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**1.0 RECOMMENDATION:**

***“THAT Council advise the Cradle Coast Authority of its commitment to join and participate in the Welcoming Cities Network as a “free” member.***

**2.0 SUMMARY**

Correspondence has been received from Cradle Coast Authority with recommendation from the CCA Representatives Group that all Member Councils agree to join Welcoming Cities.

**3.0 ACTING GENERAL MANAGER’S COMMENTS**

Population attraction and retention is a key challenge for the Cradle Coast region, with predicted population decline without changes to in-migration levels over the coming years. A copy of a report on regional population trends is **attached**.

Welcoming Cities provides a valuable means of assisting local government to attract and retain new residents, by providing access to best practice evidence and examples of programs and approaches which foster inclusive communities.

Welcoming Cities includes a Standard framework which allows councils to assess and progress towards meeting benchmarks for cultural diversity and inclusion.

It is recommended that Council join as a free member.

However, while membership is free, it is expected that council officers will need to dedicate sufficient time to Welcoming Cities to ensure its membership is credible and of value.

**ATTACHMENTS**

1. Correspondence from Cradle Coast Authority - Welcoming Cities recommendation

2. Regional Population Trends Report

### COUNCIL RESOLUTION

**Resolution number: MO085-20**

**MOVED:** Cr A Keygan

**SECONDED:** Cr G Simpson

***“THAT Council advise the Cradle Coast Authority of its commitment to join and participate in the Welcoming Cities Network as a “free” member.***

**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***



5 March 2020

Mayor Steve Kons  
Burnie City Council  
Via email: skons@burnie.net

Cc: Andrew Wardlaw

Dear Mayor Kons,

**Re: Welcoming Cities.**

At their recent meeting, the CCA Representatives resolved to recommend that all Member Councils agree to join Welcoming Cities.

The background to this decision is outlined in the enclosed Briefing Note, which formed part of the agenda for that meeting.

Should Council agree to join Welcoming Cities, please have the General Manager and nominated key contact complete and sign the enclosed form and return by email to [swright@cradlecoast.com](mailto:swright@cradlecoast.com). CCA will collate the forms and liaise with Welcoming Cities on behalf of Member Councils.

Please don't hesitate to contact me if you have any questions.

Yours sincerely,

Daryl Connelly <sup>MBus</sup>  
Chief Executive Officer

CRADLE COAST AUTHORITY ABN 55 279 164 790  
1-3 Spring Street | PO Box 338, Burnie Tasmania 7320  
P: (03) 6433 8400 | F: (03) 6431 7014  
E: [admin@cradlecoast.com](mailto:admin@cradlecoast.com) | [www.cradlecoast.com](http://www.cradlecoast.com)



## FOR DISCUSSION

20 February 2020

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### AGENDA ITEM

**AGENDA SUBJECT** Welcoming Cities

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### MANAGEMENT RECOMMENDATION

That prior to the next Representatives' Meeting, all Member Councils commit to joining and participating in the Welcoming Cities network, a network of cities and communities that are committed to becoming more welcoming and inclusive.

At this stage, we recommend that Councils sign up for the free option, committing to the pursuit of the Welcoming Cities ideals and nominating a staff member as a liaison. We propose that CCA works with each liaison person as a group to explore opportunities for collective/regional work and to consider whether premium membership and accreditation is worthwhile.

### BACKGROUND

Sebastian Geers, Manager – Welcoming Cities, from Welcoming Australia, spoke about Welcoming Cities at the last Representatives' Meeting in November 2019.

Sebastian was invited to speak because of the relevance of the Welcoming Cities initiative to the population attraction and retention objectives of the Regional Futures Plan.

Welcoming Cities is increasingly working with regional councils to address the stagnating or declining population and the challenge of attracting and/or retaining newcomers. Welcoming Cities has a growing number of regional members and has produced a range of publications including *Steps to Settlement Success*, in partnership with the Regional Australia Institute and *Welcoming Regions: An Evidence-Based Approach to Migration in Regional Queensland* in partnership with Monash University and the Queensland Government.

### WHAT IS WELCOMING CITIES?

Welcoming Cities is a national network of cities, shires, towns and municipalities who are committed to an Australia where everyone can belong and participate in social, cultural, economic and civic life. Welcoming Cities was established in recognition that local councils understand the complexity and diversity of their communities and can play an important role in creating welcoming communities as brokers and leaders within their community.

Welcoming Cities is a Founding Partner of [Welcoming International](#) – a growing network of more than 250 municipalities across the world.

Welcoming Cities is an initiative of [Welcoming Australia](#), supported by the [Scanlon Foundation](#).

**WHY BECOME A MEMBER OF WELCOMING CITIES?**

Welcoming Cities recognises that, of all tiers of government, local councils are best placed to understand the complexity and diversity of their communities. However, they often engage in this work with limited resources and support. Members of Welcoming Cities have unprecedented access to a community of like-minded Local Governments and community stakeholders through:

1. **Knowledge Sharing** - supporting local governments and communities to learn from each other and access resources, research, policies, and case studies.
2. **Partnership Development** - brokering meaningful multi-sector partnerships that foster a sense of belonging and participation for all members of the community.
3. **Standard and Accreditation** - developing and accrediting The Welcoming Cities Standard to benchmark policy and practice in cultural diversity and inclusion.
4. **Celebrating Success** - showcasing leading practice through a National Award focused on responses by local government and communities to welcoming efforts.

**BENEFITS TO COUNCIL**

- Complement, showcase and enhance the Council's commitment and leadership in cultural diversity
- Provide Councils with access to best practice evidence and examples of programs and approaches that foster inclusive communities
- Provide media and publicity opportunities for Councils

**BENEFITS TO COMMUNITY**

- When people feel welcome, they are more likely to participate in community life; and
- People's sense of belonging and connectedness is improved through greater insight and understanding of different cultures living within their community.

**HOW TO JOIN**

To be recognised as a member, a Council must return a Commitment Form available to download from the Welcoming Cities website, signed by the Council's Mayor or CEO. This form highlights the commitment of the Council to:

- Join, and participate in, a network of cities and communities that are committed to becoming more welcoming and inclusive.
- Identify at least one key staff contact that will liaise directly with the Welcoming Cities team.
- Communicate regularly with the Welcoming Cities team, through at least three conference calls each year and an annual in-person meeting, to progress planning and share and learn from practices of other welcoming cities and communities.

Once the commitment form is returned and processed, members are part of the network and can begin to access a range of benefits.

**HOW DOES THE STANDARD WORK?**

*The Welcoming Cities Standard* (The Standard) is a central element of the Welcoming Cities network. The Standard establishes the framework for local councils to:

- benchmark their cultural diversity and inclusion policies and practices across the organisation.
- identify where and how further efforts could be directed; and,
- assess progress over time.

The Standard applies to all local councils in Australia. This includes cities, shires, towns, or municipalities. Councils can access and progress through the Standard according to their capacity

and resources. We describe these levels (from lowest to highest) as *Committed*, *Established*, *Advanced*, *Excelling*, and *Mentoring*.

The Standard allows Council to benchmark current activity against six categories:

- Leadership
- Social and Cultural Inclusion
- Economic Development
- Learning and Skills Development
- Civic Development
- Places and Spaces

The extent to which local councils measure their activity against the Standard will be based on their understanding of their community's needs. It is noted that local councils are already addressing elements of the Standard. The Standard validates existing efforts and recognises the connections to fostering cultural diversity and inclusion.

Whilst accreditation can bolster the organisations' on-going capacity and systems; it is possible to be an active member of the network without undergoing the accreditation process. That is, member councils are able to remain as a 'Committed' member and participate in the network (access to resources and practice) without going through the formal accreditation process.

#### **COST**

Council can either join as a "Free" or "Premium" member.

Premium members pay an annual subscription which includes additional benefits such as access to higher levels of accreditation, opportunities to present to peers and industry leaders at the annual Welcoming Cities Symposium and a suite of resources and support materials.

The premium fee for Councils with a population of up to 50,000 people is \$1,000 p.a. If all CCA Member Councils agree to sign up for premium membership at some point in the future, Welcoming Cities has agreed to a 50% discount.

	Free	Premium
Council is formally recognised and promoted as a member of the network	✓	✓
Access to the Welcoming Cities Network	✓	✓
Free access to members group and knowledge sharing platform on Apolitical.co	✓	✓
Access to library of leading cultural diversity and inclusion research, policies, plans and research	✓	✓
Suite of images and promotional materials for social media	✓	✓
Invitation to face-to-face meetings of state based members	✓	✓
Discounted tickets to the annual Welcoming Cities Symposium	✓	✓
Access to the Established accreditation level*	✓	✓
Access to the Advanced, Excelling and Mentoring accreditation levels*	—	✓
Support to develop and promote case studies that support the council's work	—	✓
Media and publicity opportunities	—	✓
Opportunity to present and be profiled at the annual Welcoming Cities Symposium	—	✓
Consultancy support including advice, referrals, workshops and other services as needed.	—	✓

**PREPARED BY:** Daryl Connelly, Chief Executive Officer.





## COMMITMENT TO PARTICIPATE IN THE WELCOMING CITIES NETWORK

*Local Councils*

**“Welcoming is not just the right thing to do, it’s the smart thing to do.”**

We recognise that cities and municipalities that proactively foster an environment of belonging and participation for receiving communities, as well as new and emerging communities, increase their social cohesion and economic capability and resilience.

We therefore resolve to participate as a member for the Welcoming Cities Network and commit to taking the following steps toward creating an environment that unlocks the full potential of all members of the community.

- **Join and participate in a network of cities and communities** that are committed to becoming more welcoming and inclusive
- **Identify at least one key staff contact** for the project that will liaise directly with the Welcoming Cities team.
- **Communicate regularly with the Welcoming Cities team** through at least three conference calls each year and an annual in-person meeting, to progress planning and share and learn from practices of other welcoming cities and communities.

We understand that the Welcoming Cities network involved a number of key elements:

**Knowledge sharing.** Supporting local councils and communities to learn from each other and access resources, research, policies and case studies.

**Partnership development.** Brokering meaningful multi-sector partnerships that foster a sense of belonging and participation for all members of the community.

**Celebrating success.** Showcasing leading practice through case studies and a national award that encourages welcoming efforts.

**Standard and Accreditation.** Setting the National Standard for cultural diversity and inclusion policy and practice in Local Government.

Local councils participate as members of the Welcoming Cities network, while community organisations, businesses and other agencies are involved as supporters. Both members and supporters can access key elements of the network.

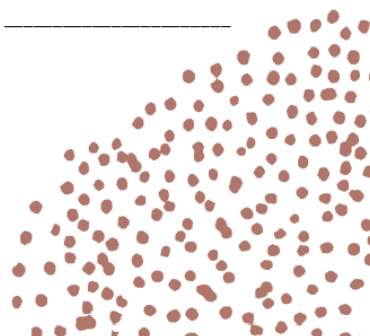
**The intent and commitment to participate as a member of the Welcoming Cities network is made by the following parties:**

Council: \_\_\_\_\_

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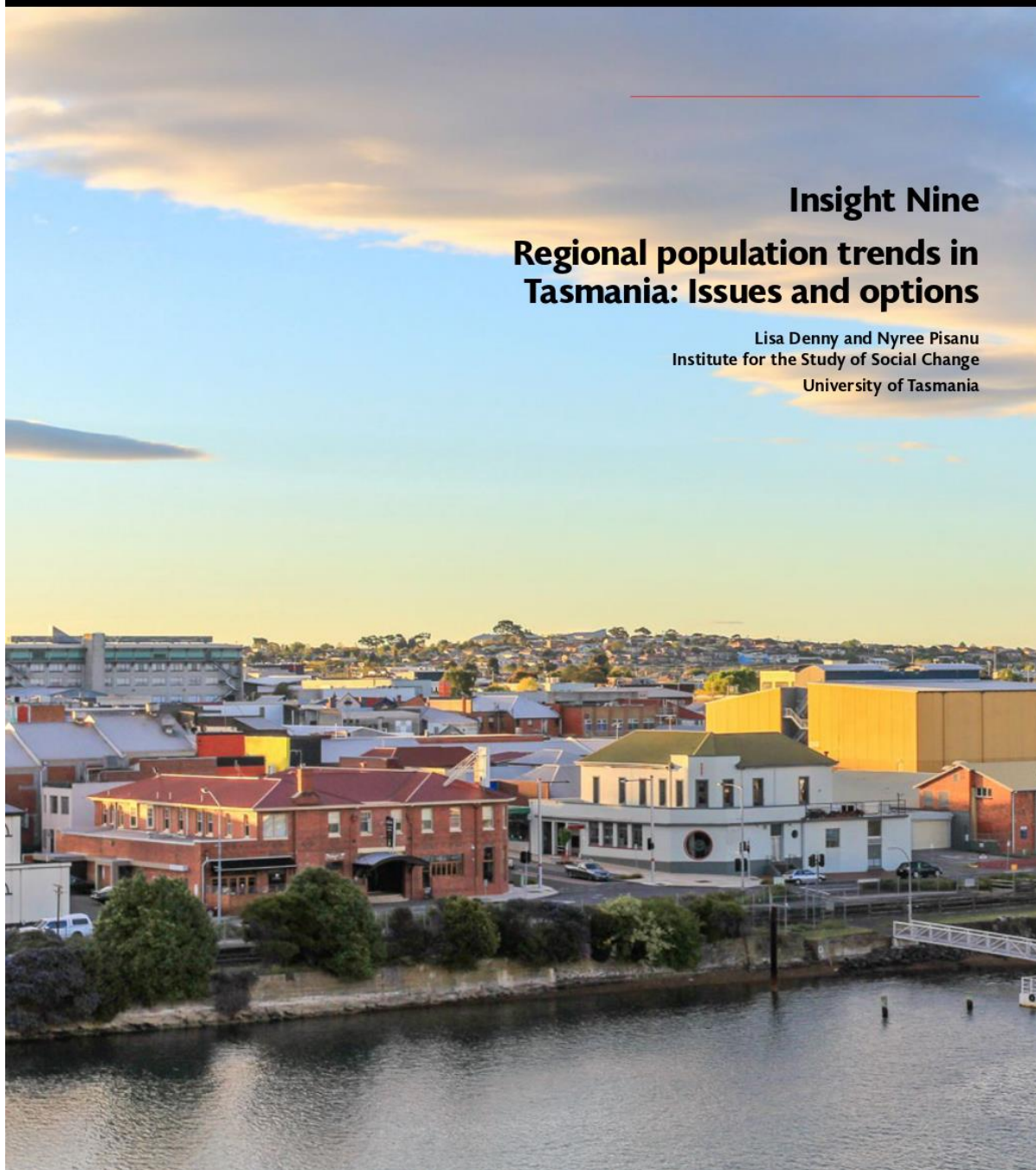




***Institute for the  
Study of Social  
Change***

## **Insight Nine Regional population trends in Tasmania: Issues and options**

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## Approach

This report provides new insights into regional population trends in Tasmania through the creation of demographic profiles for each of the 29 LGAs in Tasmania. The analysis focuses on both the five-year period from 2013 to 2018 and the two-year period from 2016 to 2018, using several population datasets from the Australian Bureau of Statistics (ABS). These profiles are defined according to factors that contribute to demographic development – *natural change*, the difference between births and deaths and *net migration* due to internal migration<sup>1</sup> (within Australia) and *overseas migration*. This framework yields nine distinct demographic profiles that allows analysis of change in any local area resulting from the recent acceleration in state level population growth. The analysis reveals areas of concentrated growth or decline, the drivers of change and how they differ between and across spatial and administrative boundaries. These profiles provide significant insights into demographic change being experienced in each LGA. They can be used to develop appropriate policy responses for the needs of an area.

<sup>1</sup> Internal migration is migration within a country. It is the movement of people from one region to another within Australia (both interstate and intrastate). Net regional internal migration is the net gain or loss of population through this movement.

## Overview

### Government and the wider community assume that Tasmania's population will continue to increase.

There is an obvious reason for this: the State's population has risen more rapidly than expected in recent years and the Tasmanian Government has set a target for further increases out to 2050.

But the often-overlooked reality is that the best population projections suggest the number of people living in Tasmania will start to decline by mid-century.

Population change is already uneven across the State.

Migration from interstate and overseas has helped drive an overall increase in recent years, but this has overwhelmingly favoured the major cities. More than half of the State's 29 local government areas (LGAs) are already losing population and decline is projected for most of the remaining areas over the next 25 years.

This report provides a detailed analysis of regional population trends across Tasmania. It analyses the factors driving different population patterns across Tasmania's regions and considers the implications for population policy and future regional development. Our aim is to provide an evidence base for regional population policy and planning in Tasmania.

### Key findings

- Tasmania is experiencing its strongest rate of population growth in almost a decade. Despite this growth, the population is projected to enter decline by mid-century due to the ageing of the population.
- Population ageing heralds the end of population growth and the start of depopulation.
- Depopulation occurs first at a sub-state level before becoming a statewide issue.
- The nature of aggregated statewide data masks the true picture of how the population is changing within the state. The situation differs substantially between the 29 LGAs, the designated planning authorities in the State.
- Prolonged economic restructuring has manifested in uneven patterns of regional development and thus demographic development – the size and structure of a population – leading to large-scale, differential population change within Tasmania.
  - 20 LGAs have a median age older than the State's median age of 42.3 years.
- Of the 29 LGAs in Tasmania, since 2016:
  - 12 are experiencing growth, 10 of them driven by migration from interstate or overseas.
  - 8 are on the cusp of decline.
  - 9 are in decline.
  - 28 increased their median age.
- 16 of Tasmania's LGAs are experiencing 'hyper-ageing', whereby more than 20 per cent of the population is aged over 65 years, indicating imminent natural decline.
  - 3 LGAs experiencing migration-led growth are also experiencing hyper-ageing.
- A new type of depopulation has emerged, one whereby natural decline (more deaths than births) prevents an area from achieving longer-term population growth.
- Over the next 25 years to 2042, it is projected that the populations for 14 LGAs will grow, while the remaining 15 LGAs will experience population decline.
  - Only four LGAs are projected to experience natural increase by 2042, all others are expected to experience ongoing natural decline.
- Structural population ageing within Tasmania's LGAs is being caused by age selective migration, that is, the loss of younger people and gain of older people to an area.
- While population ageing and eventual decline is an unprecedented phenomenon, it is occurring on a global scale, as such, the experience is not unique to Tasmania.
- The complexity of depopulation defies generic or 'best practice' policy responses and systematic evidence in relation to the effectiveness of policy interventions has not yet been established.
- However, there are three broad types of policy responses to population ageing and decline:
  - strategic intervention to mitigate depopulation (known as countering strategies)
  - acceptance strategies to manage decline and its consequences; or,
  - doing nothing (non-intervention)<sup>2</sup>.
- There is a consensus that any intervention policy responses need to be place-based and driven by community needs and aspirations.

<sup>2</sup> For a full explanation and assessment of types of policy responses to depopulation, see commissioned report by Rachel McMillan "Strategic Interventions to Population Decline" for the Local Government Shared Services, University of Waikato, Hamilton, New Zealand.

## Policy recommendations

Population ageing and eventual depopulation is a reality facing all but a handful of developing countries. As migration and population growth are increasingly concentrated in cities, depopulation usually occurs in regional communities first. However, the causes of depopulation are complex and vary considerably across regions. Managing population ageing and projected decline is an increasingly common policy challenge for governments, but it is also without precedent. The complex and contingent causes of depopulation mean that there is no one best approach to addressing the problem. The most appropriate response to population ageing will depend on local context, governance frameworks and the community and political will to respond.

While the current policy response from the State Government to projected population decline is to grow Tasmania's population, there appears a reluctance to accept the nature of population change and its consequences.

The Tasmanian Government has developed a state-level population strategy in response to the demographic challenges facing the State. This report argues that we need to build on this foundation by:

1. Acknowledging that even during periods of strong population growth, demographic development profiles at a local government area level will vary significantly; and
2. Accepting and planning for the fact that many regions within Tasmania will experience population decline in the short-to-medium term and, based on projections prepared by both the ABS and the Tasmanian Treasury, the State is likely to enter population decline from around mid-century. Failure to plan for this demographic shift poses serious long-term risks.

Critically, policy measures attempting to increase the share of growth in regional areas will struggle against natural demographic headwinds. One specific risk is that regions will compete to retain or attract people to the detriment of other regions and the State as a whole.

There is an opportunity to address the implications of population decline through policy intervention. An appropriate starting point would be a collaborative effort between state and local government, regional bodies and planning authorities to develop an agreed strategic framework and coordinated policy response.

### **Specific recommendations include:**

1. The establishment of a formal advisory or working group to direct and oversee research and policy advice on population change across Tasmania and its implications. It would be similar to the now defunct Demographic Change Advisory Council (DCAC).
2. The development of a collaborative framework between and within tiers of government to address the challenges and opportunities associated with population change including the provision of infrastructure and services at a local area level.
3. The development of an appropriate planning framework and settlement plan, to account for population change and movement at a sub-state level to inform planning of local settlements, services and infrastructure.
4. Committing to collecting, analysing and sharing data and undertaking scenario modelling to inform effective decision making, including policy development, infrastructure investment and service provision, particularly at a community level.



## Introduction

In 2013 the ABS projected that Tasmania's population would start declining from around mid-century. Responding to the prospect of depopulation, the State Government released a population growth strategy in 2015 with a target of 650,000 people by 2050. This target was based on an average growth rate equivalent to the historic 10-year average of 0.6 per cent per annum. By June 2018, Tasmania's population growth rate had increased to 1.1 per cent – the highest in a decade, while economic performance has been among the strongest in the nation. Although population growth had previously relied on natural increase (more births than deaths), since 2016 it has been driven by increased migration from interstate and overseas.

While this has been the objective of the population growth strategy, the nature of aggregated statewide data masks the true picture of how population is changing within the State. The situation differs substantially across the 29 LGAs, which are the designated planning authorities in the State. The shift to migration-led population growth has caused what the State Government has referred to as 'growing pains' – for example, increased housing pressures and traffic congestion – in the greater capital city region of Hobart. Other regions continue to experience economic and social challenges accompanying an ageing and/or declining population, creating within state policy challenges associated with uneven economic and demographic

change. The distinct and varied nature of population change within Tasmania has different implications at a local level, leaving policy and planning authorities facing diverse challenges. The issue is further complicated by demographic change within an area often caused by factors beyond its spatial and administrative boundaries. This means policy responses need to be coordinated and based on shared experiences beyond LGA boundaries. In summary, we need a statewide framework for responding to the varied population challenges facing different clusters of LGAs across Tasmania.



## Section 1: Population change at a sub-state level: Tasmania's LGAs



Figure 1: Average annual population growth rates, Local Government Area (LGA) by population size, Tasmania, 2013 to 2018.

While Tasmania is experiencing its strongest rate of population growth in a decade, the situation differs substantially across its 29 LGAs. Twelve have already been experiencing prolonged periods of population decline; another 11 are experiencing population growth above the state five-year average of 0.6 per cent per annum. Three of the latter groups are experiencing hyper-ageing, whereby 20 per cent of the population is aged over 65 years, pointing to imminent natural decline. The remaining LGAs are teetering on the cusp of depopulation.

Prolonged economic restructuring including substantial change in primary industries, post-industrialisation, globalisation and the onset of a new technological revolution has manifested in uneven patterns of regional and demographic development. The result has been changes in the size and structure of population, with growth in some places and decline in others.

The nature of aggregated data at a state level smooths (or masks) the diverging realities of population change within the State. Understanding demographic change

LGA	Legend
Break O'Day	BOD
Brighton	Brighton
Burnie	BCC
Central Coast	CC
Central Highlands	C. Highlands
Circular Head	C. Head
Clarence	CCC
Derwent Valley	DV
Devonport	DCC
Dorset	Dorset
Flinders	Flinders
George Town	GT
Glenorchy / Spring Bay	GSB
Glenorchy	GCC
Hobart	HCC
Huon Valley	HV
Kentish	Kentish
King Island	KI
Kingborough	Kingborough
Latrobe	Latrobe
Launceston	LCC
Meander Valley	MVC
Northern Midlands	NM
Sorell	Sorell
Southern Midlands	Sth. Midlands
Tasman	Tasman
Waratah-Wynyard	WW
West Coast	West Coast
West Tamar	West Tamar

## Section 2: Explaining sub-state depopulation

at a sub-state level requires analysis of the composition and causes of population change: specifically, the balance between births and deaths (natural increase or decrease) and migration. A region's population size and structure, now and into the future, is largely a function of past, present and future migration decisions.

It is important to note population change is driven by individuals' decisions – that is, whether to have a child or whether to relocate. Relocation decisions are primarily influenced by economic opportunities in the labour market and, as populations age, increasingly by where to live during retirement. Overlaying these decisions are important considerations about lifestyle choice and the amenity of a place.

The relative geographic location, area size, population size and density, timing, speed and spatial distribution of change all have a significant impact on the future trajectory of a population. They also influence infrastructure demand, the need for and accessibility of services and appropriate community amenities.

Differential demographic change within the State has distinct implications at the local level. It can create competition and conflict between regions trying to attract or retain both people and investment. The experience can differ in nature between areas, but the implications are not always isolated to the area. As a result, collaboration is important and policy responses should not necessarily be confined to defined spatial or administrative boundaries, particularly given the effects of differential population change can be shared and shifted between areas.

The population is already in decline in many developed countries, including Japan and much of Europe. Global population growth is projected to end by 2100<sup>5</sup>.

Projected demographic trajectories are difficult to shift. The current depopulation trajectory is the result of a decade-long lag effect from a sustained decline in fertility rates below the population replacement rate, causing structural ageing globally. An ageing population heralds the end of population growth.

Population decline, or depopulation, occurs first at a sub-state level before becoming a state issue. Sub-state demographic change typically accelerates structural ageing – that is, young, working-age people leave the area, making the area's population proportionately older. Depopulation does not occur in a uniform manner and is the result of the complex interplay of several drivers at local, regional, national and international levels. The spatial variation in population change has profound implications at a regional and local level.

The short-term drivers of demographic change include economic cycles or shocks, policy decisions and changing spatial patterns. Longer-term drivers are demographic trends and globalisation. Globalisation is the key driver in the spatial redistribution of capital and people. When short-term drivers occur in parallel with longer-term structural causes of population decline, the ability to recover from population decline is diminished.<sup>4</sup>

There are two types of depopulation. The old type is largely linked to short-term economic drivers and results from natural increase not being enough to offset a decline from net migration losses. This type of depopulation is reversible, provided the demographic profile of the area is

favourable. The new type of depopulation is underpinned by long-term demographic drivers resulting in natural decrease. It can be demographic only (when natural decline is greater than migrant gain) or absolute (when there is a combination of natural decline and net migration loss). It is unlikely that an area would be able to recover from this new type of depopulation.<sup>5</sup>

The tipping point for sustained population decline is considered to be when an area reaches the onset of natural decline. From this point, the area is unlikely to ever achieve long-term population growth<sup>6</sup>. This is likely to occur once an area begins to experience 'hyper-ageing' – when more than 20 per cent of the population is older than 65.<sup>7</sup>

This new type of population decline will be a reality for many sub-state areas within Tasmania and other similar regional economies. It is self-perpetuating, as natural decline tends to occur due to age-selective migration rather than low-fertility. This situation, known as migration-accelerated ageing or migrant-driven natural decrease<sup>8</sup>, is occurring in almost all of Tasmania's non-urban LGAs.

The reality is that population ageing and an age-driven end to population growth is unavoidable. The implications for planning and policy are serious and urgent; responses must take a short, medium and long-term view.

<sup>5</sup> Jackson N. (2014a) Some information considerations on the implications of projected demographic change for the Bay of Plenty's SmartGrowth Strategy - Addendum to '2014 Review of Demographic and Labour Force Projections for the Bay of Plenty Region for the period 2015 - 2063'. New Zealand: National Institute of Demographic and Economic Analysis.

<sup>6</sup> Wilson T. (2015) The demographic constraints on future population growth in regional Australia. *Australian geographer* 46: 91-111.; Johnson KM, Field LM and Poston Jr DL. (2015) More deaths than births: Subnational natural decrease in Europe and the United States. *Population and Development Review* 41: 651-680.

<sup>7</sup> Jackson N. (2014b) Sub-National Depopulation in Search of a Theory – Towards a Diagnostic Framework. *New Zealand Population Review* 40: 5.

<sup>8</sup> Jackson N and Cameron M. (2018) The Unavoidable Nature of Population Ageing and the Ageing-Driven End of Growth – an Update for New Zealand. *Journal of Population Ageing* 11: 239-264.

<sup>3</sup> Lutz W, Sanderson W and Scherbov S. (2008) Global and Regional Population Ageing: How Certain Are We of its Dimensions? *Journal of Population Ageing* 1: 75-97

<sup>4</sup> Jackson N and Cameron M. (2018) The Unavoidable Nature of Population Ageing and the Ageing-Driven End of Growth – an Update for New Zealand. *Journal of Population Ageing* 11: 239-264.



## Section 3: The demographic profile of Tasmania's LGAs

Analysis of what drives population change in each LGA was undertaken over two timeframes – the five-year period from 2013 to 2018 and the two-year period from 2016 to 2018 – using several population

datasets from the ABS. As shown in Figure 2 below, the components of population change – natural increase or decrease (the difference between total births and deaths), net internal migration and net overseas

migration – vary considerably across LGAs. The combination of these factors over time, along with the age profile of those moving in and out of an area, influence the area's overall demographic development profile.

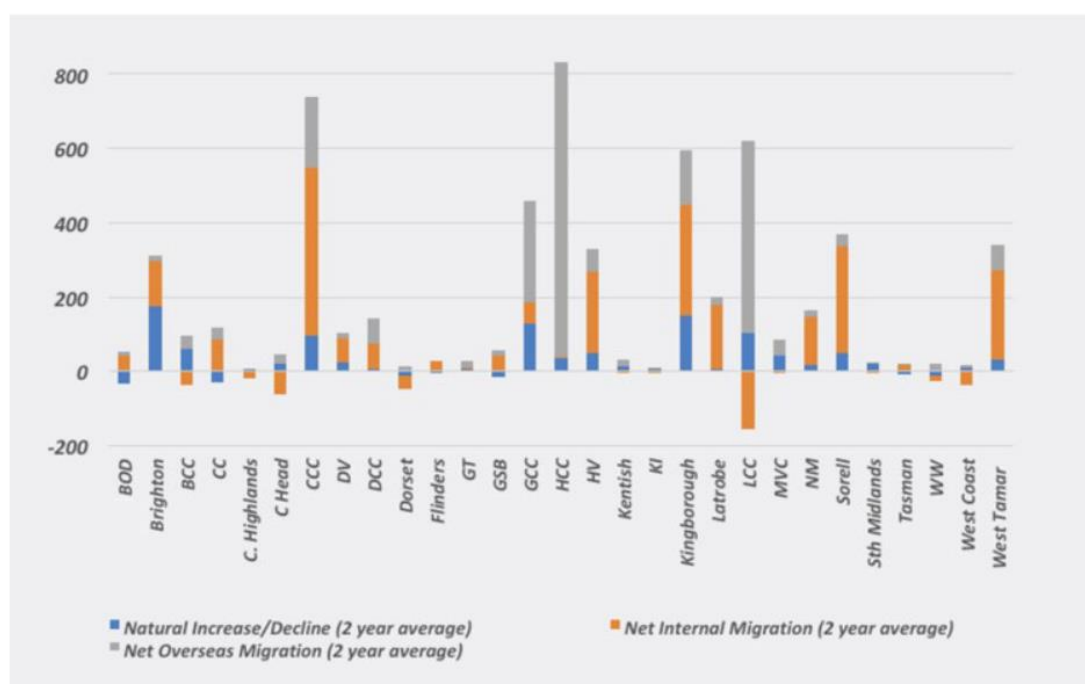


Figure 2: Components of population change, average, LGAs, Tasmania, 2016 to 2018

Nine distinct demographic development profiles were identified in the analysis. These profiles have been categorised according to whether they are experiencing prolonged decline, those on the cusp of decline and those experiencing growth.

Type of population change		Characteristics	Local Government Area
Decline	Natural decline and net migration loss	<ul style="list-style-type: none"> <li>Hyper-ageing</li> <li>Net migration loss despite overseas migration gain</li> <li>Area experiencing economic restructuring – demise of the forestry industry</li> </ul>	Dorset
	Natural decline > net migration gain	<ul style="list-style-type: none"> <li>Hyper-ageing</li> <li>Economic restructuring and demise of forestry and primary production</li> </ul>	Waratah/Wynyard
	Natural increase < net migration loss	<ul style="list-style-type: none"> <li>Small, remote locations</li> <li>Population change driven by internal migration loss</li> <li>Overseas migration gain</li> <li>Hyper-ageing in Central Highlands</li> <li>Different industry profiles – different age profiles</li> </ul>	Central Highlands, Circular Head, West Coast
Decline trajectory in the short term	Natural decline	<ul style="list-style-type: none"> <li>Hyper-ageing</li> <li>Migration is replacing natural decline</li> <li>All coastal, small populations which typify 'sea change' destinations, particularly for retirees</li> </ul>	Break O'Day, Flinders, Glamorgan/Spring Bay, Tasman
	Cusp of decline	<ul style="list-style-type: none"> <li>Low, no or negative rates of population growth</li> <li>Internal migration losses</li> <li>Overseas migration in last two years has slowed decline trajectory</li> </ul>	George Town, Kentish, King Island, Meander Valley, Southern Midlands
	Recovery	<ul style="list-style-type: none"> <li>Hyper-ageing (except Launceston)</li> <li>Low, no or negative growth but seen a turnaround in recent two years</li> <li>Migration driven turnaround but different for each area</li> <li>Overseas migration driving recovery in Launceston, internal migration for Central Coast and Devonport</li> <li>Service centres to neighbouring areas, little industry of their own</li> <li>Very different population change profiles</li> </ul>	Central Coast, Devonport, Launceston
Growing	Natural increase	<ul style="list-style-type: none"> <li>Younger population</li> <li>Overseas migration has reversed the recent declines</li> <li>Very low migration</li> <li>Internal and overseas migration cancels out</li> <li>Service centre – economic restructuring and decline of manufacturing</li> </ul>	Burnie
	Migration-led growth	<ul style="list-style-type: none"> <li>Higher than state average rates of population growth</li> <li>Led either by either internal or overseas migration – not both</li> <li>Hobart and Glenorchy led by overseas migration</li> <li>Internal migration to peri-urban locations – suggests infrastructure pressures such housing resulting in moves to outer-CBD areas</li> <li>Relatively lower levels of natural increase</li> <li>Hyper-ageing in Latrobe, Huon Valley and West Tamar – suggests internal migration likely to be older ages</li> </ul>	Clarence, Derwent Valley, Glenorchy, Hobart, Huon Valley, Kingborough, Latrobe, Northern Midlands, Sorell, West Tamar
	Sustainable growth	<ul style="list-style-type: none"> <li>Recent gains in internal migration shifted profile to sustainable from natural increase</li> <li>Balance between growth from natural increase and migration</li> <li>High fertility rate – above the population replacement rate</li> <li>Very young population – not ageing</li> <li>Balanced aged structure between non-working and working age groups</li> </ul>	Brighton

Table 1: Tasmania's LGAs population profiles – 2016 to 2018

## Section 4: Population projections for Tasmania's LGAs

The Tasmanian Department of Treasury and Finance (Treasury) released its population projections for Tasmania's 29 LGAs for the 25 years to 2042 in April 2019.

Based on the medium-series projections, Treasury estimates a state average growth rate of 0.2 per cent per annum. It projects 14 LGAs will grow and 15 will decline.

Hobart LGA is projected to experience the largest increase, with a projected population rise of 10,495 people. This is driven by a high level of migration from overseas and the younger age-profile of those who are projected to move to Hobart.

Brighton is expected to be the fastest growing LGA in percentage terms, with an average growth rate of 1.18 per cent per annum. This assumes a continuing strong net migration inflow and one of the highest fertility rates in Tasmania. As the youngest LGA in the State, Brighton is not expected to experience the fall in natural increase projected for other areas. It is projected to be one of only four LGAs to continue to have natural increase at the end of the projection period (the others are Burnie, Glenorchy and Hobart).

Of the 15 LGAs projected to decline, 11 have relatively small populations. The remaining four – Burnie, Waratah/Wynyard, Central Coast and Meander Valley – have moderately sized populations. Burnie is expected to experience the greatest population decline, with a projected fall of approximately 2,400 people (an average decline of 0.5 per cent per year). This result is largely driven by people migrating away from the area.

The West Coast is projected to be the fastest declining LGA in percentage terms, with an average annual decrease of 1.4 per cent. Again, the projected decline in West Coast assumes that the net migration outflow seen over recent years will continue, though at a reduced rate.

By 2042, Treasury projects Tasmania's population to reach about 569,000 with most of the growth in the Greater Hobart area.

	2017	2042	Population Gain	% change
Brighton	16,960	22,714	5,754	33.9
Sorell	14,771	19,666	4,895	33.1
Latrobe	11,109	13,762	2,653	23.9
Huon Valley	16,870	20,464	3,594	21.3
Hobart	52,785	63,280	10,495	19.9
Kingborough	37,133	44,175	7,042	19.0
Clarence	56,148	66,245	10,097	18.0
Glenorchy	47,214	55,636	8,422	17.8
West Tamar	23,530	26,882	3,352	14.2
Launceston	66,802	70,084	3,282	4.9
Northern Midlands	13,084	13,525	441	3.4
Derwent Valley	10,170	10,465	295	2.9
Flinders	957	978	21	2.2
Devonport	25,212	25,351	139	0.5

Table 2: Local Government Areas projected to grow to 2042, largest to smallest gain (%)  
Source: Tasmanian Department of Treasury and Finance, Population Projections, 2019

	2017	2042	Population Loss	% change
West Coast	4,162	2,963	-1199	-28.8
Dorset	6,704	5,516	-1188	-17.7
Tasman	2,390	1,978	-412	-17.2
King Island	1,592	1,340	-252	-15.8
Break O'Day	6,186	5,239	-947	-15.3
Central Highlands	2,148	1,834	-314	-14.6
Waratah-Wynyard	13,755	11,799	-1956	-14.2
Circular Head	8,088	6,952	-1136	-14.0
Burnie	19,210	16,880	-2330	-12.1
Southern Midlands	6,053	5,492	-561	-9.3
Central Coast	21,835	20,031	-1804	-8.3
Meander Valley	19,572	18,231	-1341	-6.9
Glamorgan / Spring Bay	4,499	4,206	-293	-6.5
George Town	6,917	6,635	-282	-4.1
Kentish	6,296	6,294	-2	0.0

Table 3: Local Government Areas projected to decline to 2042, largest to smallest loss (%)

- Blue: Southern Tasmanian LGAs
- Green: North and North East LGAs
- Orange: North West and West LGAs

## Section 5: Policy implications

The varied demographic development profiles of Tasmania's 29 LGAs require a distinct suite of place-based policy interventions to respond to the changing demand for, and type of, infrastructure, services and community amenities.

Regardless of whether a region's population is growing, ageing and/or declining, projecting the changing composition of the population and planning for the provision of age appropriate infrastructure, services and amenities will be critical.

While most governments aspire to sustainable population growth, the reality is it's difficult to achieve. Sustainable population growth is achieved through a balance between natural increase and migration where at least 40 per cent of the increase is from births exceeding the number of deaths. A sustainable growth scenario should provide a growth rate which is maintainable over the long-term. Under this scenario the composition and size of the population can be projected more accurately and thus planned for and serviced appropriately without negative impact; be it fiscal, social or environmental.

Growth driven by natural increase enables better long-term planning and fiscal sustainability as demand for age-appropriate infrastructure, services and amenities can be predicted with greater confidence.

Migration-led growth, such as has been experienced in Greater Hobart in recent years, increases demand on existing, and for new, infrastructure and services, but it is more difficult to plan for than growth due to natural increase. It can be driven by many different types of migration – including international students, skilled migrants, humanitarian entrants, temporary migrants, New Zealanders and returning Australians – as it is difficult to predict what impact it will have at a community level. The uncertainty makes projecting future population size and structures challenging and increases the risk when planning for future infrastructure and service provision.

For LGAs that are in decline or projected to decline, a priority should be balancing changing infrastructure, service and amenity needs while managing a falling revenue base.

There are three broad types of policy responses to population ageing and/or decline:

- strategic intervention to mitigate depopulation (known as countering strategies),
- acceptance strategies to manage decline and its consequences or,
- doing nothing (non-intervention).<sup>9</sup>

Countering strategies tend to focus on stimulating both economic and population growth, largely through proactive measures to attract or retain people and investment. They aim to increase spending in the area (e.g. tourism and international students) on the basis that will lead to job creation and provide a reason to live in the area.

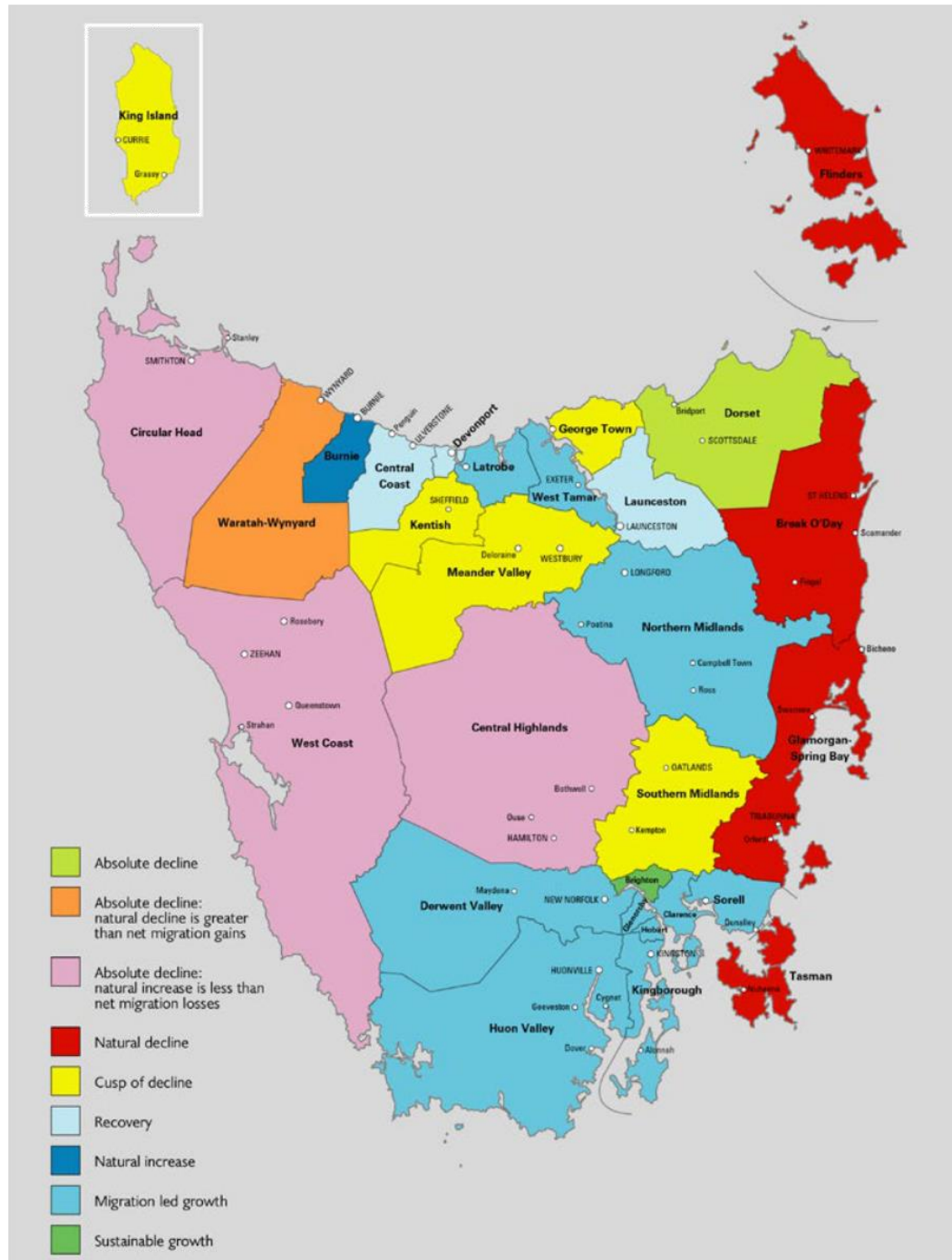
Countering strategies have been found to slow population decline, but not reverse it. The success of any intervention depends on the location and economic and demographic profile of the area. However, employment alone is not enough to offset migration out of an area, and the provision of social services and improved amenity has a greater impact than investment in infrastructure.

Accepting strategies focus on maintaining the quality of life for the existing population by continuing or strategically downsizing services and infrastructure to meet the needs of a changing population. Policy interventions include investment in social services and networks and changing governance structures to enable consolidation, economies of scale and greater flexibility of assets and services. However, depopulation strategies have also been shown to become a self-fulfilling prophecy.

The third type of policy response, non-intervention, may be the result of denial or ignorance, or it can involve an active decision to allow the free-market to determine whether an area survives or not.

Whichever path is chosen, an ageing population and eventual depopulation is the most likely trajectory that will affect sub-state areas first. How an area responds to the challenges associated with population ageing will depend on local context, governance and the community and political will to respond.

<sup>9</sup> For a full explanation and assessment of types of policy responses to depopulation, see commissioned report by Rachel McMillan "Strategic Interventions to Population Decline" for the Local Government Shared Services, University of Waikato, Hamilton, New Zealand.







## Case Studies

The three case studies shown here represent examples of the broad policy approaches which can be adopted in response to depopulation at a regional level.

This analysis highlights how the suitability and effectiveness of a policy response is contingent on local factors.

### Case study 1 – Kainuu, Finland: Accepting policy response

Kainuu is a region in central-eastern Finland with a population of 73,061 (2018). Kainuu is experiencing absolute population decline even though Finland is growing. The median age is 46.4 (2017).

Kainuu's key issues include a slowing of primary production, a lack of employment opportunities, a high unemployment rate (10.8% in 2017), decreased fertility rates and increased life expectancy. This has led to a net loss of youth and people of working age, and an ageing and declining population. Implications of population change include an under-utilisation of the workforce, declining tax base and increased demand for high-cost services. Further, as service needs differed between areas within the region, local governments in Kainuu experienced problems providing adequate public services.

#### Policy response:

- Regional "self-government" established to increase efficiency of public services, including health care, social welfare and secondary education.
- Decision-making rescaled from national and local levels to regional.
- Funding and services distributed across the region according to need.

#### Policy outcomes:

- Health-care expenditure below national average.
- Quality and availability of services increased.
- This model for providing services still used in Kainuu today.

To view the full case study click [here](#).

### Case study 2 – Southland, New Zealand: Countering policy response

Southland is New Zealand's most southern region, with a population of 93,339 (2013). The median age is 39.6 (2013).

Southland is currently experiencing sustainable growth but is projected to decline from 2038. The population declined between 1996-2007 due to lack of employment opportunities and increased out-migration. Southland experiences strong economic growth relative to other New Zealand regions, however because key industries are increasingly capital intensive this hasn't translated into demographic growth.

Southland's key issues include economic concentration and lack of labour market opportunities, decreased fertility rates and increased life expectancy, leading to a net loss of youth/working age and an ageing population projected to decline. Implications include an under-utilisation of workforce, a declining tax base, and economic vulnerability as well as a lack of opportunities for new industries. In response, Southland recently released an innovative and preventative policy strategy designed to grow their population and diversify their economy. In its implementation phase, outcomes are not yet quantifiable.

#### Policy response:

- Innovative and preventative policy: diversified regional economy so that changes in industry did not exacerbate further decline.
- Tap into existing strengths with the intent to offer opportunities for new employment and economic activity:
  1. Invest in aquaculture: salmon farm and research facility.
  2. Tourism: tap into natural assets.
  3. International students: focus on post-graduate students with young families.

#### Desired policy outcomes:

- Potential for increased export earnings.
- Increased range of job opportunities (e.g. primary production, research, tourism, education).
- More young people in the region.

To view the full case study click [here](#).

### Case study 3 – Shepparton, Victoria: Multi-functional region

The Shepparton region in Victoria includes three local government areas: Greater Shepparton, Campaspe and Moira with a total population of 129,971 (2016). Shepparton currently experiences natural increase and the median age is 42.2 (2016).

Despite a decline in the primary sector in the 1980s, Shepparton has managed to maintain both population growth and an increase in non-farm jobs across the region. The proportion of the workforce and the population is shared equally between the regional city, minor towns and rural areas of Shepparton.

While Shepparton has not yet strategically intervened to address projected population decline, Shepparton transformed its formerly productive farmland to a more diverse nuanced landscape through a mix of production, consumption (marketable amenity values) and environmental protection goals. As Shepparton has an attractive and varied countryside, it has tapped into an increasing public desire for rural landscapes and experiences, through cultural, recreational, tourism and lifestyle activities. The multifunctionality of the Shepparton region is considered to be the underlying factor contributing to its sustained economic and demographic profile.

Shepparton's land value ranges from 2-3 to 6-8 times its annual production value, indicating a high amenity status. Without any specific policy intervention, Shepparton's multifunctional features have driven diverse employment opportunities, and both economic and population growth in the region.

To view the full case study click [here](#).

## Acknowledgements

We would like to thank colleagues from the Institute for the Study of Social Change (ISC) at the University of Tasmania for their contributions to this report.

This report has benefited from the contribution of attendees at a Population Roundtable hosted by the ISC May 2019. Participants were from a broad cross section of organisations.

Thank you to the photographers featured in this report, including images from Tourism Tasmania, Rob Burnett, Grant Wells, and S.Group.

Thanks also to Adam Morton for his help preparing the final report.

Finally, we would like to thank the College of Arts, Law and Education at the University of Tasmania for their ongoing financial support of the ISC and our policy research and engagement program.

Dr Lisa Denny is a demographer and quantitative researcher with the Institute for the Study of Social Change at the University of Tasmania.

Ms Nyree Pisanu is a researcher with the Institute for the Study of Social Change.





## *Institute for the Study of Social Change*

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Tasmania's workforce by industry sector  
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**MINUTES AND REPORTS OF COMMITTEES**

**AO089-20 BURNIE AUSTRALIA DAY SPECIAL COMMITTEE CONFIRMED  
MINUTES OF MEETING HELD ON 2 DECEMBER 2019**

FILE NO: 29/1/8

---

**RECEPTION FOR DISCUSSION**

**RECOMMENDATION:**

***“THAT the Confirmed Minutes of a meeting of the Burnie Australia Day Special Committee held on 2 December 2019 be received for discussion.”***

**SUMMARY**

At its meeting on 2 December 2019, the Burnie Australia Day Special Committee confirmed recipients of Australia Day Awards and discussed final arrangements for the 2020 Australia Day ceremony.

It is recommended that the minutes be received for discussion.

**ATTACHMENTS**

1. [!\[\]\(609f3372828e3526d7ce4ba9a1b5248e\_img.jpg\) Burnie Australia Day Special Committee - Minutes of Meeting held on 2 December 2019](#)

**COUNCIL RESOLUTION****Resolution number: MO086-20*****MOVED:***            *Cr K Dorsey****SECONDED:***      *Cr D Pease****“THAT the Confirmed Minutes of a meeting of the Burnie Australia Day Special Committee held on 2 December 2019 be received for discussion.”***

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

**Against:**

***CARRIED UNANIMOUSLY***

 	<p style="text-align: center;"><b>MINUTES</b> <b>BURNIE AUSTRALIA DAY SPECIAL COMMITTEE</b></p> <p style="text-align: center;">Meeting held in Councillor's Meeting Room, City Offices</p> <p style="text-align: center;"><b>Monday, 2 December 2019</b></p>
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**TIME** 2.00pm

**PRESENT** Councillor Ken Dorsey (Chairman), M Leeson, M Harris, J Duncan,  
R Bentley, C White, E Singleton

Burnie City Council Staff: K Kelly

**APOLOGIES** Councillor Amina Keygan

#### CONFIRMATION OF MINUTES

Confirmation of Minutes of the meeting held on **7 October 2019**

Moved: M Leeson  
Seconded: E Singleton  
Minutes accepted by the Committee

#### BUSINESS ARISING

##### 1. REVIEW OF OUTSTANDING ACTIONS

- Details of Australia Day Guest Speakers to be added to the *Record of Australia Day Award Recipients* – Burnie spreadsheet for future reference (**K Kelly**)
- Relocation of the Honour Boards to the Chamber foyer to be finalised following the 2020 Australia Day ceremony.
- Cr Dorsey to discuss musical options with R Bentley (**Complete**)
  - Discussed inclusion of Waltzing Matilda
  - Investigate availability of Navy Band for 2021 ceremony
  - Army Band availability to be investigated for 2020 ceremony (Confirmed and R Bentley meeting with band on 12/12/19)
  - Discussed option of Tarkine Strings playing in foyer (not required this year)
- Cr Dorsey to approach Service Clubs for BBQ options (**In Progress**)
  - Rotary are interested in being involved
- Cr Dorsey to approach Shane Howard (Goanna) to determine availability and cost of performing (**Complete**)

Cr Dorsey confirmed Shane Howard has agreed to attend and perform.  
Australia Day Grant Application has been submitted to assist with cost.

- Investigate Southern Cross Community TV option for advertising (**Cr Dorsey / KK**)  
Have secured two ½ page advertisements in The Advocate.

## 2. CHAIRMAN'S COMMUNICATION

- Shane Howard / Goanna  
Contract to be sent to confirm arrangements.
- Indigenous Involvement  
Meeting with TAC again to investigate options for opening the ceremony.
- Australia Day Grant Application  
Submitted, awaiting response (Grant approval received following the meeting)

## 3. SELECTION OF AUSTRALIA DAY AWARDS

- **Confidential** Nominations reviewed and individually discussed.  
(*Record of Australia Day Award Recipients – Burnie provided for reference*)

- Young Citizen of the Year

R Bentley moved that Jakob Glover be awarded Young Citizen of the Year,  
seconded by M Leeson and accepted by the committee.

- Community Event of the Year

R Bentley moved that the 2019 Burnie Show be awarded Community Event of the  
Year, seconded by K Dorsey and accepted by the committee.

- Citizen of the Year

J Duncan moved that Adele Britton be awarded Citizen of the Year, seconded by  
E Singleton and accepted by the committee.

John Duncan left the meeting on advice from the committee.

- Senior Citizen of the Year

C White moved that Barry Burge be awarded Senior Citizen of the Year, seconded  
by M Leeson and accepted by the committee.

The committee noted the very high quality of nominations and agreed to award a -

- Lifetime Recognition Award for Services to the Community to John Duncan and
- Lifetime Recognition Award for Services to the Community to Ray Jensen.

Pictures of Events nominated and of Award Winners to be displayed on the screen during the award announcements.

**4. 2020 PROGRAM / FLYER**

- Flyer and Program to be finalised.
  - Program not required as will be displayed electronically on the screens.

**5. OTHER BUSINESS**

- Citizenship Ceremony – conferees  
Discussed the gifting of rhododendrons to new citizens and possibly providing flags or Huon-pine boxes or cheeseboards with the Burnie logo as an alternative.  
Discussed gifting boomerangs or clap sticks for children undertaking citizenship.  
Cr Dorsey to discuss with Mayor as this will impact future Citizenship Ceremonies throughout the year.
- Gift for Speaker and others  
Committee agreed on a Cheese Basket for Guest Speaker, Robyn Moore and Hellyers whiskey for Shane Howard and the Australian Army Band Corp Tasmania.
- Flowers required for Citizen of the Year, Adele Britton, to be provided by the Burnie Victoria League.
- Set up of the BAFC Hall, Friday, 24 January 2020 at 2.00pm.
- Cruise Ship communication of Australia Day ceremony to be undertaken.
- New Committee Rules and nominations for committee members to be undertaken in early 2020.

**NEXT MEETING**      **TBC - Week prior to Australia Day (dependant on Cruise Ship Roster)**

**MEETING CLOSED**      **3.08pm**

**MINUTES AND REPORTS OF COMMITTEES****AO090-20 BURNIE AUSTRALIA DAY SPECIAL COMMITTEE UNCONFIRMED  
MINUTES OF MEETING HELD ON 13 JANUARY 2020**FILE NO: 29/1/8

---

**RECEPTION FOR DISCUSSION****RECOMMENDATION:**

***“THAT the Unconfirmed Minutes of a meeting of the Burnie Australia Day Special Committee held on 13 January 2020 be received for discussion.”***

**SUMMARY**

At its meeting on 13 January 2020, the Burnie Australia Day Special Committee confirmed final arrangements for the 2020 Australia Day ceremony, including:-

- Confirmation of Guest Speakers and Artists
- Confirmation of attendance of Australia Day Award winners
- Advertising
- Awards
- Gifts and Flowers

It is recommended that the minutes be received for discussion.

**ATTACHMENTS**

1 [!\[\]\(0d7ca0919e6c47bbd874bfa0189fe22e\_img.jpg\)](#). Burnie Australia Day Special Committee - Minutes of Meeting held 13 January 2020

**COUNCIL RESOLUTION****Resolution number: MO087-20****MOVED:**            *Cr K Dorsey***SECONDED:**      *Cr D Pease****“THAT the Unconfirmed Minutes of a meeting of the Burnie Australia Day Special Committee held on 13 January 2020 be received for discussion.”***

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

**Against:**

***CARRIED UNANIMOUSLY***



 	<p style="text-align: center;"><b>MINUTES</b> <b>BURNIE AUSTRALIA DAY SPECIAL COMMITTEE</b></p> <p style="text-align: center;">Meeting held in Councillor's Meeting Room, City Offices</p> <p style="text-align: center;"><b>Monday, 13 January 2020</b></p>
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<b>TIME</b>	2.00pm
<b>PRESENT</b>	<b>Councillor Ken Dorsey (Chairman), M Leeson, M Harris, J Duncan, C White, E Singleton</b>  <b>Burnie City Council Staff: K Kelly</b>
<b>APOLOGIES</b>	<b>Councillor Amina Keygan, R Bentley</b>

**CONFIRMATION OF MINUTES**

Confirmation of Minutes of the meeting held on **2 December 2019**

Moved: M Leeson  
Seconded: M Harris  
Minutes accepted by the Committee

**BUSINESS ARISING****1. GENERAL BUSINESS**

- Confirmation received for Australia Day Ceremony attendance:-
  - Dewayne Everett-Smith (TAC)
  - Shane Howard Trio (arrangements all booked and confirmed)
  - Robyn Moore (booked and confirmed)
  - Burnie Brass Band and Army Band (booked and confirmed)
  - Jacob Glover (Young Citizen of the Year)
  - Barry Burge (Senior Citizen of the Year)
  - Burnie Show Committee representatives (Community Event of the Year)
  - Adele Britton (Citizen of the Year)
  - Ray Jensen (Lifetime Recognition Award for Services to the Community)
  - John Duncan, unable to attend (Lifetime Recognition Award for Services to the Community)

- Cruise Ship
  - 3,000 passengers
  - Communication of Australia Day ceremony has been provided.
  - Posters to be provided to passengers coming into Burnie, decided against providing flags.
- Advertising
  - Added to The Advocate and SeaFM Community pages
  - Secured 2 x ½ page colour ads in The Advocate
  - Posters to be printed
- Australian War Animals Relief Fund
  - Have been approached for horse to be located in the plaza for the ceremony, however have agreed that this is more applicable to ANZAC Day and potentially poses health issues, so will not be attending.
- Awards
  - Awards for the Citizen/Senior Citizen/Young Citizen and Community Event of the Year have been developed and ordered in addition to the certificates presented to recipients.
- Gifts for Guests
  - An Australia bouquet of flowers to be ordered for Robyn Moore.
  - Gifts to be purchased from the Makers Workshop for other guests.
- Flowers
  - Burnie Victoria League have arranged flowers for Citizen of the Year, Adele Britton.
- Set-up of the BAFC Hall confirmed for Friday, 24 January 2020 at 2.00pm.

**2. CHAIRMAN'S COMMUNICATION**

- Councillor Dorsey tabled email sent to Councillor Keygan regarding the Burnie Australia Day Committee and discussion held.
  - Email from Cr Dorsey dated 3 December 2019 and email from Cr Keygan dated 17 January 2020 attached for information.
- Committee discussed that where any committee member fails to attend two consecutive meetings, they be approached to determine their intent on remaining on the committee.

**NEXT MEETING      TBC****MEETING CLOSED      2.50pm**

**From:** Karen Kelly  
**Sent:** Friday, 17 January 2020 9:45 AM  
**To:** bentley.r@bigpond.com; Carmel White; Elizabeth Singleton; John Duncan; Ken Dorsey; Maggie Harris; Marg Leeson  
**Subject:** FW: Australia Day

Good morning  
Please find following email received from Cr Amina Keygan for Australia Day Committee Members.

Good morning Committee Members,  
I hope you have all had a restful and safe Christmas and New Year period.  
I am writing to you this morning to resign my position as a committee member on the Australia Day Special Committee.  
You will see below, an email from Councillor Dorsey expressing his wish that I no longer be on the committee and that I be replaced.  
While I acknowledge that I missed the previous two meetings, this was due to paid work commitments that I could not reschedule (I have a standing all staff meeting on Mondays from 2-3pm). I did always send an apology however and kept abreast with the developments of the committee.  
While the below email from the Chair states that the desire I no longer be on the committee is not personal, I feel confident in my assertion that Mr Bentley nor Mr Duncan, both whom have been apologies for meetings, have not been invited to no longer be on the committee.  
As such, I think it best, given the obvious personal nature of the desire from the Chair that I no longer be involved, that I resign my position.  
I wish all Committee members the best and thank you for your work and dedication to our city.  
Please get in contact if you would like to discuss the matter further.  
Warmest regards  
Amina

-----Original Message-----

**From:** [kdorsey@iinet.net.au](mailto:kdorsey@iinet.net.au) [mailto:[kdorsey@iinet.net.au](mailto:kdorsey@iinet.net.au)]  
**Sent:** 3 December 2019 12:06  
**To:** Amina Keygan [mailto:[akeygan@burnie.net](mailto:akeygan@burnie.net)]  
**CC:** Steve Kons [mailto:[skons@burnie.net](mailto:skons@burnie.net)]  
**Subject:** Australia Day  
Amina

This message is without prejudice and is not an assault on you in anyway.

We had the Australia Day committee meeting yesterday and it was noted that you missed the last 2 meetings.

During these meetings we agreed on the citizens of the year, special awards for life time commitments, event of the year, music to be played, timing, food service, gifts presentation, promotions, advertising and a range of other items. We have already started talking about next year.

I have spoken to C Lynch about assisting with the ceremony due to his experience in staging events and would prefer that he become a member of the committee bringing skills and experience that the committee will need.

I haven't asked Chris and I will refrain from doing so if you still wish to be on the committee. I understand the time constraints that come with day time meetings (evenings are bad enough). I am fortunate that I can organise my own schedule, but rest assured that this comes at a cost to my business.

Ken

---

**MINUTES AND REPORTS OF COMMITTEES****AO091-20 BURNIE REGIONAL MUSEUM SPECIAL ADVISORY COMMITTEE  
UNCONFIRMED MINUTES OF MEETING HELD ON 24 FEBRUARY  
2020**FILE NO: 2/5/35

---

**RECOMMENDATION:**

***“THAT the Unconfirmed Minutes of meeting of the Burnie Regional Museum Special Advisory Committee held on 24 February 2020, be received for discussion.”***

**SUMMARY**

The Committee was provided an update on the North West Museum and Art Gallery.

**ATTACHMENTS**

1 [↓](#). BRMSAC Minutes of Meeting 24 Feb 2020

**COUNCIL RESOLUTION****Resolution number: MO088-20****MOVED:** Cr C Lynch**SECONDED:** Cr A Boyd

***“THAT the Unconfirmed Minutes of meeting of the Burnie Regional Museum Special Advisory Committee held on 24 February 2020, be received for discussion.”***

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

**Against:**

**CARRIED UNANIMOUSLY**

## Agenda and Meeting Notes *(unconfirmed)*



Meeting: **BRM Special Advisory Committee**  
 Date & Time: Monday 24 Feb 2020, 5:00-6:00pm  
 Venue: First Floor Conference Room, Burnie City Council  
 File No(s): 2/5/35

Chairperson:	Tich Ferencz
Present:	Tich Ferencz, Ray Crawshaw, Robyn House, Chris Lynch, Rodney Greene, Beth Singleton
Apologies:	Peter Cocker, Richard Ruddle

Discussion Item and Notes	Action / Responsible
1. Welcome/Apologies	
2. Declarations of Interest	None
3. Confirmation of Minutes There were no minutes from the 9 Dec 2019 meeting, but the minutes from the previous meeting on 26 August 2019 were confirmed.	Confirmed: Tich Seconded: Ray
4. Matters Arising from Minutes <b>Minister Archer's Visit</b> Rodney Greene and Andrew Wardlaw will meet with the Minister on Wednesday 26 Feb in Hobart to brief her on the Project and funding requirements.  <b>NWMAG update</b> The budget is now at \$18 M. Stage 1 Report will be completed by 20 March 2020 to submit to the Federal Government to confirm \$5M federal funding. The architects did not recommend relocation of the Burnie Inn as it would take up most of the useable space in the plaza. The idea of NWMAG is to project people out into the surrounding landscape. It is not a 'one-stop' destination, but a taste of what can be experienced beyond. There is the option to use the multi-purpose space on the 3 <sup>rd</sup> floor as a meeting room with after hours access via lift programming. Federation St exhibition will remain where it is and the new building will be built alongside but the transition from old to new will be seamless – visitors will not be able to tell they are now entering into the old part of the building. The existing front foyer, temporary exhibition space and volunteers work room	

## Meeting Notes

<p>will be demolished.</p> <p>There will be a simple café with access straight onto the plaza.</p> <p>The existing Early Burnie exhibition space will become the Research and Collections area and Digitisation Room (where most of the back-of-house volunteers will be working).</p> <p>The issue of RV parking was raised. There is currently bus parking on King St and RV parking at Makers Workshop. It was suggested that more information was needed at Cooe for RV drivers because that is where they generally stop.</p> <p>It was recommended that the Federation Street switchboard be upgraded as part of the redevelopment to increase efficiency by reducing turn-on time.</p> <p>Managing the removal of objects from the Museum will be a major project possibly requiring additional staff and resources.</p> <p>The Family History Society (Burnie Branch) have written a letter requesting Council consider including space for their society in the redevelopment. This request is fully supported by the Curator, as the FHS hold holds all the hardcopy Advocate newspapers that relate to the museum's collection of Advocate negatives from 1950s to 1990s. The monumental task of accessioning the Advocate negative collection will be almost impossible without the associated newspapers from which to glean information. The Family History Society's resources and expertise would also certainly benefit all those people who come to the museum seeking information about their family history. It was suggested that the Family History Society could be located in a secure area with external access in the NWMAG storage facility, in the existing Art Gallery building.</p> <p>Council are still negotiating the possible acquisition of the Peter Mercer library collection.</p>	
<p>5. Curators Report</p> <p>First draft of the Preservation Needs Assessment for the BRM and BRAG has been received from Conservator Linda Clarke. Her key recommendations include that 585 square metres of dedicated space be made available to store the BRM and BRAG collections complying with Australian standards (preferably within walking distance to NWMAG) and a further 250-300 square metres of space for accessioning, conservation cleaning, exhibition preparation and storing exhibition furniture and installation materials.</p> <p>Jai Paterson is in the process of updating the Significance Assessment. Friends of the Burnie Regional Museum and the Burnie Historical Society are funding this report. It will help to identify key themes for interpretation in NWMAG.</p>	
<p>6. Opportunities for members to present any matters arising from their constituency.</p> <p>Tich congratulated all involved in the NWMAG project on their work and effort in the timeframe so far.</p> <p>Georgia proposed that the meeting day be changed to a</p>	

Meeting Notes

Wednesday to fit with her work days.	
7. Any other business.	
Meeting closed at 6:10pm Next meeting Wednesday 22 April at 5pm	

Unconfirmed



**MINUTES AND REPORTS OF COMMITTEES****AO092-20 CRADLE COAST AUTHORITY REPRESENTATIVES COMMITTEE  
MEETING - UNCONFIRMED MINUTES OF MEETING HELD ON 20  
FEBRUARY 2020****FILE NO: 2/5/3**

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**RECEPTION FOR DISCUSSION****RECOMMENDATION:**

***“THAT the Unconfirmed Minutes of the General Meeting of the Cradle Coast Authority Representatives Committee, held on 20 February 2020 be received for discussion.”***

**SUMMARY**

At its meeting of 20 February 2020, the Representatives Committee Meeting discussed:

- North West Museum and Art Gallery
- Welcoming Cities
- Draft Strategic Plan
- Coastal Pathway
- Other 2022 Election Priorities
- Shared Services Strategy

**ATTACHMENTS**

- 1 [!\[\]\(896151ec231b70900e969d67696ca48d\_img.jpg\)](#). Cradle Coast Authority Representatives Committee Meeting - Unconfirmed Minutes of Meeting held on 20 February 2020

**COUNCIL RESOLUTION****Resolution number: MO089-20****MOVED:**            *Cr A Keygan***SECONDED:**      *Cr A Boyd****“THAT the Unconfirmed Minutes of the General Meeting of the Cradle Coast Authority Representatives Committee, held on 20 February 2020 be received for discussion.”***

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

**Against:**

***CARRIED UNANIMOUSLY***



## REPRESENTATIVES MEETING

20 February 2020

### UNCONFIRMED MINUTES

Meeting held 10:00am, Thursday 20 February 2020  
Cradle Coast Authority, Function Room

#### 1. WELCOME / APOLOGIES

##### 1.1. Welcome and Apologies

Chief Representative and meeting Chair, Mayor Jan Bonde, opened the meeting at 10:05am, welcoming attendees.

Attendees and apologies are noted at Attachment 1.

#### 2. STANDING ITEMS

##### 2.1. Declarations

A Jarman noted she does not have a declaration to make at agenda item 3.4.

##### 2.2. Governance

###### 2.2.1. Confirmation of Previous Minutes

###### Resolution:

The Representatives accept the minutes of the meeting held 28 November 2019.

Moved: D Quilliam / Seconded: A Jarman / Carried

###### 2.2.2. Actions Register

###### Resolution:

The Representatives accept the Actions Register.

##### 2.3. Quarterly Progress Report

The CEO spoke to the Quarterly Progress Report. Going forward the CEO will include acronyms for projects as footnotes. The Representatives raised the issue of erosion and following a discussion, the NRM Chair, P Voller said he will keep Representatives up to date with the NRM Strategy Review progress, particularly in relation to erosion. The CEO will write to the State Government and ask

for a copy of its recent coastal erosion report. The CEO said that if the NRM Strategy isn't completed in 6 months' time, the erosion component in the CCA Strategic Plan can be reworked to highlight CCA's intentions in this space. The CEO is to work with the NRM team to bring some ideas to the next Representatives meeting around possible collective action, this may include a motion to put forward at the LGAT conference.

Regional Economic Development Steering Group (REDSG) Chair, S Vertigan provided a brief update on the REDSG. She said the group met this week and commenced assessing the first lot of projects through the Regional Investment Framework (RIF).

NRM Committee Chair, P Voller advised the Representatives of the recent role delineation. The CEO will now be responsible for the direction, management and advocacy of the NRM team. The NRM Committee are looking forward to working alongside the CEO. He said that this was a very significant show of faith in the CCA, by the NRM Committee.

G Monson provided an update on the Cradle Coast Master Plan. The visitor centre is now open and the shelter at Dove Lake did not go to appeal. He said the Cableway is taking longer than anticipated, ongoing costs are an issue and the charging system needs to be reviewed. He said there are four major developments either in the pipeline or that have been approved.

**Resolution:**

Moved: S Kons / Seconded: D Quilliam / Carried

**2.4. Quarterly Financial Report**

C Smith spoke to the Quarterly Financial Report. She said the major variations on page 50 are due to grant funding and a reduction in employee expenses. Representatives indicated that they are very happy with the way that financial information is now being presented.

**Resolution**

Moved: S Ayton / Seconded: M Atkins / Carried

**3. FOR DISCUSSION**

---

**3.1. North West Museum and Art Gallery**

R Greene said this will be a multi-stage project, and the ongoing operating costs have been considered. Refer to the attached presentation, which can be distributed within Councils, however, users should note that the information is very preliminary and subject to change.

**3.2. Welcoming Cities**

The CEO spoke to the briefing note provided.

**Resolution:**

The Representatives recommended that all Member Councils agree to join Welcoming Cities.

The CEO will send a letter to each Council which will then be presented at council workshops for endorsement.

Moved: D Quilliam / Seconded: A Jarman / Carried

### **3.3. Draft Strategic Plan**

The Representatives suggested relatively minor changes relating to wording in the Draft Strategic Plan. The CEO pointed out that the Futures Plan, Shared Services Strategy and NRM Strategy provide more operational detail, and that the Strategic Plan will be reflected in the annual plan and budget. The Strategic Plan will be presented to the Representatives for formal endorsement in May.

### **3.4. Coastal Pathway**

#### Central Coast Council

S Ayton said there are 6 gaps of around 9.2km in total and planning is underway. There will be a discussion on resourcing in the near future. S Ayton said West of Robertsons Road needs to be looked at, particularly in relation to traffic calming options.

#### Latrobe Council

P Freshney said Council is looking at extending the pathway to Hawley and East Devonport, however, they will not be ready for the 2022 election. He said not to lose focus on the corridor readily available, the Bass Highway.

#### Waratah Wynyard

S Crawford said the next Coastal Erosion Working Group meeting is scheduled for March and a revised design will be considered then, with the intent to start building December / November 2020.

#### Devonport City Council

No gaps within the Coastal Pathway framework to be addressed as part of 2022 election lobbying.

#### Burnie City Council

A Wardlaw said that they don't have the internal capacity to meet the deadlines and they are currently in discussions with CCA about that.

#### Circular Head Council

D Quilliam said Circular Head Council have no intention to construct Coastal Pathway in the foreseeable future, but agreed with the CEO that there may be some opportunities for Circular Head to benefit from Coastal Pathway messaging.

The CEO agreed to ensure that Circular Head Council is involved in future Coastal Pathway discussions but did reiterate that Representatives recently agreed not to form a working group per se.

**3.5. Other 2022 Election Priorities**

The Representatives discussed regional priorities.

S Ayton said climate change, coastal erosion and waste needs to be looked at in terms of an election commitment.

A Jarman said there needs to be a focus on highways, coastal erosion and the Quoiba sale yards. A Jarman said also to advocate for the maintenance of roadsides.

There was good in-principle support for the North West Museum and Art Gallery being promoted as a regional election priority.

The CEO said the Regional Investment Framework (RIF) process will involve the Board reviewing and endorsing the list, and CCA will then lobby for the projects. The purpose of the RIF is to advocate, lobby and present a list of regional projects backed by local government, industry and the university. CCA can also put projects through the process and the CEO said that staff were going to ensure Don River Railway is aware of the RIF.

**3.6. Chairman's report restaffing**

The CEO and S Wright left the meeting at 11:40am.

The Chairman spoke to Representatives about the Board's decision to reappoint the CEO, which was warmly received.

The CEO and S Wright re-entered the meeting at 12:00pm.

The Chairman and Chief Representative thanked and congratulated the CEO.

**4. FOR DECISION**

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**4.1. Shared Services Strategy**

C Smith spoke to the draft Shared Services Strategy noting the minor changes in the action plan on pages 76 onwards. She said that she and the CEO had spoken to the Minister for the local government about it, and he seemed supportive. The CEO and Chairman advised that the former Premier, Will Hodgman, seemed supportive also.

**Resolution:**

The Representatives endorsed the Shared Service Strategy.

Moved: T Wilson / Seconded: R Walsh / Carried

CCA will begin working with the General Managers, focusing on the year one action plan.

G Monson said that Latrobe and Kentish Councils will help out where they can, but will be putting limited resources into the Shared Services Strategy at this stage.

**4.2. RTO Board Nominations**

A secret ballot was held for the position of CCA Representatives' Nominee and the Representatives endorsed a selection panel recommendation for the position of Other Local Government Nominee.

**Resolution:**

1. That the Representatives recommend two people to the Regional Tourism Organisation (RTO) board for appointment as Local Government Nominees, subject to the following conditions:
  - Neither position formally represents either CCA or Councils collectively.
  - Both positions are expected to bring local government experience and a local government perspective to the role.
  - The CCA Representatives Nominee position is required to keep Councils abreast of RTO matters.
  - Based solely on convenience and until further notice, quarterly CCA Representatives' Meetings are the appropriate forum for keeping Councils abreast of RTO matters, and as such, the person filling the CCA Representatives Nominee role is expected to report on RTO matters, in-person at each of these meetings.
  - Communication and any other activity between CCA and the RTO can only be instigated by the Chairs and CEOs of the two organisations.
2. That Mayor Steve Kons is recommended for appointment as the CCA Representatives Nominee and that Ms Jackie Harvey from Central Coast Council is recommended for appointment as the Other Local Government Nominee.

Moved: P Freshney / Seconded: R Walsh / Carried

**5. GENERAL BUSINESS**

D Quilliam said Circular Head is suffering from a shortage of GP's and Ochre Health will be stepping in. D Midson said West Coast have had excellent interactions with Ochre Health.

**6. MEETING CLOSED**

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The meeting closed at 12:50pm and the next meeting is scheduled for 14 May 2020.

**Attachment 1: Attendees and Apologies****Representatives**

Alison Jarman	Deputy Mayor, Devonport City Council
Councillor Alwayn Boyd	Burnie City Council
David Midson	General Manager, West Coast Council (via video conference)
Don Thwaites	Deputy Mayor, Kentish Council
Gerald Monson	General Manager, Latrobe Council
Matthew Atkins	General Manager, Devonport City Council
Mayor Daryl Quilliam	Circular Head Council
Mayor Jan Bonde	Mayor Central Coast Council (Chief Representative)
Mayor Peter Freshney	Latrobe Council (Deputy Chief Representative)
Mayor Robby Walsh	Waratah-Wynyard Council
Mayor Steve Kons	Burnie City Council
Mayor Tim Wilson	Kentish Council
Sandra Ayton	General Manager, Central Coast Council
Scott Riley	General Manager, Circular Head Council
Shane Crawford	General Manager, Waratah-Wynyard Council

**Cradle Coast Authority**

Andrew Wardlaw	Director
Claire Smith	Director Strategic Services
Daryl Connelly	Chief Executive Officer
Kathy Schaefer	Director
Malcolm Wells	Director
Mayor Annette Rockliff	Director
Peter Voller	NRM Chair
Sid Sidebottom	Chairperson
Sophie Wright	Executive Assistant

**Apologies**

Giovanna Simpson	Deputy Mayor, Burnie City Council
Greg Alomes	General Manager, King Island Council
Mayor Julie Arnolds	Mayor, King Island Council
Mayor Phil Vickers	Director
Shane Pitt	Deputy Mayor, West Coast Council



**MINUTES AND REPORTS OF COMMITTEES****AO093-20 CRADLE COAST WASTE MANAGEMENT GROUP UNCONFIRMED  
MINUTES OF MEETING HELD ON 27 NOVEMBER 2019****FILE NO: 2/5/37**

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**RECOMMENDATION:**

***“THAT the Unconfirmed Minutes of meeting of the Cradle Coast Waste Management Group held on 27 November 2019, be received for discussion.”***

**SUMMARY**

The minutes report on the activities of the Cradle Coast Waste Management Group (CCWMG) meeting.

Items of note include:

- Draft Waste Action Plan (State Government): Regional response to the discussion paper was submitted by the CCWMG.
- Illegal Dumping Funding Program: Submissions to the program were considered. Burnie City Council (BCC) had submitted a funding submission for a total of \$ 5,485. Project elements were two signs, funding clean-up in the Fernglade area and flood light at Depot front gate (deterrent to dumping at the gate). The BCC application was successful.
- Educational Resources: The group authorised the purchase of a book to be distributed to North West schools, as an educational aid.
- FOGO: A broad discussion on where each of the Councils were at in regard to FOGO. The chair to report back to the March 2020 meeting following discussion with the NW GM's.

**ATTACHMENTS**

- 1 [!\[\]\(896151ec231b70900e969d67696ca48d\_img.jpg\)](#). Cradle Coast Waste Management Group Meeting Unconfirmed Minutes - 27 November 2019

**COUNCIL RESOLUTION****Resolution number: MO090-20*****MOVED: Cr T Brumby******SECONDED: Cr G Simpson******“THAT the Unconfirmed Minutes of meeting of the Cradle Coast Waste Management Group held on 27 November 2019, be received for discussion.”***

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

**Against:**

***CARRIED UNANIMOUSLY***



CRADLE COAST WASTE MANAGEMENT GROUP MEETING  
**27 November 2019**  
Meeting Highlights

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- Endorsement of the CCWMG Annual Report
- Purchase of Garbage Guts books for schools
- Illegal dumping funding awarded to Councils.

DRAFT



## CRADLE COAST WASTE MANAGEMENT GROUP

## UNCONFIRMED MINUTES

Meeting held Wednesday, 27 November 2019  
Burnie City Council, 80 Wilson Street, Burnie

**1. WELCOME**

The Chair, Ms. Sandra Ayton, opened the meeting at 10:31 am and welcomed attendees.

Present at the meeting were:

• Ms. Sandra Ayton	CCWMG Chair	Central Coast Council (CCC)
• Mr. Gary Neil	CCWMG Member	Burnie City Council (BCC)
• Mr. James Brewer	CCWMG Member	Circular Head Council (CHC)
• Mr. Carol Bryant	CCWMG Member	Devonport City Council (DCC)
• Ms. Dana Hicks	CCWMG Member	Waratah Wynyard Council (WWC)
• Mr. Don Thwaites	Observer	CCA Representatives Group
• Mr. Mat Greskie	CCWMG Project Manager	Dulverton Waste Management (DWM)
• Mrs. Mel Pearce	CCWMG Project Manager	Dulverton Waste Management (DWM)

**2. APOLOGIES**

Apologies were received from:

• Mr. Rowan Sharman	CCWMG Member	Burnie City Council (BCC)
• Mr. Matthew Atkins	CCWMG Member	Devonport City Council (DCC)
• Mr. Adam Gardner	CCWMG Member	Kentish (KC) & Latrobe (LC) Councils

**3. GOVERNANCE****3.1 Confirmation of Minutes (04<sup>th</sup> September 2019)**

The Unconfirmed Minutes of the 04<sup>th</sup> September 2019 meeting were presented at Item 3.1 of the Agenda.

**MOTION**

That the Cradle Coast Waste Management Group (CCWMG) **CONFIRM** and **ACCEPT** the Unconfirmed Minutes of the meeting of 04 September 2019 as a true and correct record.

Moved: Dana Hicks / Seconded: Carol Bryant / CARRIED

**3.2 Business Arising from Minutes**

Nil.



### 3.3 Review of Action List

Discussion was held around the completed action of inviting the King Island Council (KIC) to participate in the CCWMG. It was confirmed that the opportunity was discussed with KIC who expressed interest to explore further. MG will touch base with KIC early in 2020 to follow up.

#### ACTION

1. MG to touch base with KIC early in 2020 to discuss interest in joining the CCWMG.

The CCWMG **NOTE** the actions list.

DT entered the meeting at 10:34am.

### 3.4 Governance Arrangements Update

SA requested feedback on the revised Terms of Reference (TOR) forwarded out of session to the CCWMG on the 26<sup>th</sup> November 2019. It was advised that the participating Council General Managers (GM's) have reviewed and are happy with the document.

The CCWMG discussed and agreed to a number of minor amendments to be forwarded to Greg Preece (GP).

A further matter discussed was the application of tax or NTER to the CCWMG. MG undertook to raise this matter with Findex for resolution.

Following GP updating the TOR, and the resolution of the tax matter, SA will forward a copy to the GMs for approval prior to being approved by the CCWMG out of session.

#### ACTION

2. MG to forward TOR amendments to GP.
3. MG to discuss taxation/NTER with Findex.
4. SA will forward revised TOR to the GM's for approval.
5. Following receipt of the GM's approval, SA to forward the TOR to the CCWMG for approval.

### 3.5 Draft Waste Action Plan Update

MP advised that the CCWMG response to the Draft Waste Action Plan was submitted in advance of the deadline and no further information has been received to date. The CCWMG discussed a number of initiatives detailed within the draft plan and will monitor the progress of the plan.



#### 4. FOR DECISION

##### 4.1 Financial Report & Project Task List

The CCWMG Financial Report / Project Task List as at 30<sup>th</sup> September 2019, was presented by the Cradle Coast Waste Services (CCWS) to the CCWMG.

The Public Place Recycling Bin Subsidy project was queried and it was clarified that Councils may choose their preferred public place recycling bins as part of this project. Application forms will be released early in 2020.

The Waste Transfer Station (WTS) Best Practice project was discussed, which involves providing funding to Councils to assist with WTS improvements. MG advised that a number of high quality applications were received from Councils which, when combined, exceed the total budget by approximately \$80,000. A report will be forwarded to the CCWMG out of session with a recommendation and details regarding the direct impact that these applications have on improving safety, environment and/or customer experience at the regional WTS.

##### ACTION

6. MP to forward the WTS Best Practice funding recommendation report to the CCWMG for approval out of session.

##### MOTION

That the CCWMG increase the WTS Best Practice project budget by \$100,000, subject to the funding recommendation report to be forwarded out of session.

Moved: James Brewer / Seconded: Dana Hicks / CARRIED

##### 4.2 CCWMG Meeting Timetable for 2020

The CCWMG meeting timetable for 2020 was presented for the CCWMG's consideration. It was determined that, in accordance with the TOR, four meetings are to be held per year in February, May, August and November.

##### ACTION

7. MP to update the meeting timetable to include 4 meetings scheduled in February, May, August and November and forward to the CCWMG for review.
8. MP to forward a copy of the meeting timetable to the Cradle Coast Authority once finalised.

##### 4.3 Illegal Dumping Funding Report

The Illegal Dumping Funding Report was tabled for the CCWMG's consideration. The initiatives were discussed and the CCWMG agreed with the funding recommendations.

##### MOTION

That the CCWMG **ENDORSE** the Illegal Dumping Funding Report recommendations.

Moved: Dana Hicks / Seconded: Carol Bryant / CARRIED



#### 4.4 Draft CCWMG Annual Report

The Draft CCWMG Annual Report for 2018/19 was tabled for the CCWMG's consideration. The Annual Report was discussed, including the strategic objective of unifying WTS access fees. DT explained the KC's WTS access model for Councils to contemplate.

#### ACTION

9. SA to forward the Chair's Report to MP for inclusion.
10. MP to forward a final copy of the Annual Report to the CCWMG to provide to their Council's for noting.
11. MP to forward a copy of the Annual Report to the Department of Primary Industries Parks, Water and Environment (DPIPWE.)

#### MOTION

That the CCWMG **CONFIRM** the Annual Report 2018/19 subject to the inclusion of the Chair's Report.

Moved: James Brewer / Seconded: Dana Hicks / CARRIED

### 5. FOR DISCUSSION

#### 5.1 Purchase of 'Garbage Guts' Book for NW Schools

The Garbage Guts school book summary paper was tabled for the CCWMG's consideration. The CCWMG discussed the benefits of providing North West schools a copy of this book, which looks at the impact of marine debris on wildlife and the environment. A sticker will also be developed, to place on the book, which acknowledges that it was donated by the CCWMG.

It was requested that marine debris been considered when developing the next CCWMG Strategic Plan.

#### ACTION

12. MP to note that the issue of marine debris is to be considered as part of the next Strategic Plan development process.

#### MOTION

That the CCWMG **CONFIRM** the purchase of 56 Garbage Guts Books and acknowledgement stickers, for schools and each Council, at an estimated cost of \$2,282, to be funded from the Education and Promotion budget.

Moved: James Brewer / Seconded: Dana Hicks / CARRIED



## 5.2 Draft Environment and Pollution Control (Waste Management) Regulations 2019

The explanatory paper detailing the proposed changes to the Environmental and Pollution Control (Waste Management) Regulations 2010, was tabled for the CCWMG's information. The CCWMG appreciated the opportunity to provide input, however it was determined that these changes have limited impact on Councils (more so applicable to waste transporters and generators) and no formal response is required.

### MOTION

That the CCWMG **CONFIRM** that no formal response is required to the Draft Environmental and Pollution Control (Waste Management) Regulations 2019.

Moved: Carol Bryant / Seconded: Dana Hicks / CARRIED

## 5.3 Wheelie Bin Road Safety Book

Information regarding a wheelie bin sticker road safety initiative was tabled for the CCWMG's information. The CCWMG discussed the initiative which involves the purchase of stickers to place on wheelie bins encouraging traffic to slow down and consider children.

It was determined not to support this initiative because it does not fit with the CCWMG Sponsorship Criteria or Strategic Plan.

### ACTION

13. MP to draft a response letter and forward to SA, advising that the CCWMG determined not to support the road safety initiative.

### MOTION

That the CCWMG **RESOLVED** not to proceed with providing funding to purchase stickers for wheelie bins as part of the road safety initiative.

Moved: Dana Hicks / Seconded: James Brewer / CARRIED

## 5.4 Sponsorship Criteria

The CCWMG Sponsorship Process & Criteria procedure was tabled for the CCWMG's consideration. The CCWMG agreed with the assessment criteria and requested that emphasis be placed on the requirement for applications to meet at least one of the CCWMG's strategic objectives relating to waste minimisation and resource recovery.

### MOTION

That the CCWMG **ENDORSE** the Sponsorship Process & Criteria procedure to be utilised when assessing future sponsorship applications.

Moved: Carol Bryant / Seconded: Dana Hicks / CARRIED

## 5.5 BCC FOGO

The BCC FOGO Councillor Workshop Paper was tabled for the CCWMG's information. GN advised that since the release of the Draft State-wide Waste Action Plan, the implementation of a FOGO





collection in other Council areas and community interest, BCC have an appetite to further explore FOGO from a regional perspective.

The CCWMG members discussed the current FOGO appetite at their respective Councils and the different ways that FOGO could be rolled out to the community. MG advised that DWM are moving forward with investigating advanced composting technology onsite and the goal is to have the ability to accept Council FOGO in the future.

It was agreed to keep FOGO on the agenda.

#### **ACTION**

14. SA to discuss FOGO at the next GM's meeting to determine Council's appetite.

#### **6. FOR NOTING**

Nil.

#### **7. OTHER BUSINESS**

Nil.

#### **8. NEXT MEETING & MEETING CLOSE**

The next meeting will be advised out of session upon completion of the 2020 meeting timetable.

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**MINUTES AND REPORTS OF COMMITTEES****AO094-20 PUBLIC ART PROJECTS SPECIAL ADVISORY COMMITTEE  
UNCONFIRMED MINUTES OF MEETING HELD ON 26 FEBRUARY  
2020****FILE NO: 29/3/137**

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

- 1) Receive the Unconfirmed Minutes of meeting of Public Art Projects Special Advisory Committee held on 26 February 2020 for discussion; and***
- 2) Note the committee’s recommendation that Tare Nore and Spiral Chimes Walk be removed from the Civic Plaza in readiness for the new NWMAG building; and***
- 3) Approve the committee’s recommendation to use the allocated biennial Public Art funds (\$40,000) to add to the fountain refurbishment by seeking an artist or artists to create a time line around the foundation relating to the indigenous heritage of the region.”***

**SUMMARY**

The Committee recommends that *Tare Nore* and *Spiral Chimes Walk* be removed from the Civic Plaza in readiness for the new NWMAG building.

From a timing perspective it would be appropriate to incorporate the planned removal works with initial site works associated with the NWMAG. The timing of site works will be dependent upon grant funding and project tendering processes but are anticipated for the 21/22 Financial year.

The Committee visited Oakleigh Park to discuss the planned update and inclusion of public art work.

The Committee recommends using the allocated bi-annual Public Art funds (\$40,000) to add to the fountain refurbishment by seeking an artist or artists to create a time line around the fountain relating to the indigenous heritage of the region.

The BRAG Director will prepare an Expression of Interest for advertising for artists plus a project brief.

**ATTACHMENTS**

- 1 [↓](#) Minutes of PAP Special Advisory Committee 26 February 2020

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**COUNCIL RESOLUTION****Resolution number: MO091-20****MOVED:** Cr A Keygan**SECONDED:** Cr C Lynch***“THAT Council:***

- 1) Receive the Unconfirmed Minutes of meeting of Public Art Projects Special Advisory Committee held on 26 February 2020 for discussion; and***
- 2) Note the committee’s recommendation that Tare Nore and Spiral Chimes Walk be removed from the Civic Plaza in readiness for the new NWMAG building; and***
- 3) Approve the committee’s recommendation to use the allocated biennial Public Art funds (\$40,000) to add to the fountain refurbishment by seeking an artist or artists to create a time line around the foundation relating to the indigenous heritage of the 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***

Unconfirmed Minutes

## Meeting Minutes



Meeting: **Public art Projects Special Advisory Committee**  
 Held on: Wednesday 26 February, 2020  
 Venue: Burnie Regional Art Gallery  
 File No(s): 29/3/137

The meeting opened at 11.15 am and concluded at 12.10pm

		Action
1	<b>Present</b> Mayor Steve Kons, Lyndal Thorne, Con Rhee, Debbie Thomson, and Director Dawn Oelrich (ex officio)	
2	<b>Apologies</b> Jude Ball, Georgia Wade (ex officio)	
3	<b>Declaration of Interests</b> Debbie Thomson declared that she has been engaged by Burnie City Council to undertake some scheme drawings for Oakleigh Park.	
4	<b>Chairman's Communications</b> The Chairman advised members that Council had received a letter from Michael Muruste advising that, due to work demands, he was resigning from the Committee.	
5	<b>Confirmation of Previous Minutes</b> <i>It was moved that the minutes of the meeting held on Wednesday 30 October, 2019 be accepted as a true and accurate record. Moved Lyndal Thorne, seconded Con Rhee. Carried</i>	
6	<b>Business Arising</b> The Director gave a short power point presentation on the repair and upgrade of the Wayne Hudson seats at Cattley and Wilson Streets and West Beach and the damage received by Carol Norton's Tare Nore in the Civic Plaza. This can be found at RM949363. <b>Sculptures in Civic Plaza</b> Discussion took place regarding the repair of <i>Tare Nore</i> in the Civic Plaza. It was recommended to remove both <i>Tare Nore</i> & the <i>Spiral Chimes Walk</i> in readiness for the new NWMAG building. The Director advised that <i>Tare Nore</i> would have to be removed to be repaired in any case. Dawn attempting to contact artist – who has now moved interstate – regarding repair of piece. <b>RECOMMENDATION:</b> The Committee recommends that <i>Tare Nore</i> and <i>Spiral Chimes Walk</i> be removed from the Civic Plaza in readiness for the new NWMAG building.	

	Action	
<p><b>Oakleigh Park</b></p> <p>The Committee paid a site visit to Oakleigh Park to discuss a planned upgrade and the inclusion of a public artwork within the planning.</p> <p><i>RECOMMENDATION:</i></p> <p>The Committee recommends using the allocated bi-annual Public Art funds (\$40,000) to add to the fountain refurbishment by seeking an artist or artists to create a time line around the fountain relating to the indigenous heritage of the region.</p> <p>The Director will prepare an Expression of Interest for advertising for artists plus a project brief.</p>		
7	<p><b>Next Meeting</b></p> <p>The next meeting will be held on Wednesday 22 April 2020 at Burnie Regional Art Gallery.</p>	

Signed and dated (upon confirmation at next meeting):

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

**MINUTES AND REPORTS OF COMMITTEES****AO095-20 UPPER NATONE RESERVE SPECIAL COMMITTEE UNCONFIRMED  
MINUTES OF MEETING HELD ON 20 JANUARY 2020**FILE NO: 2/5/16; 3383617

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**RECOMMENDATION:**

***“THAT the Unconfirmed Minutes of meeting of the Upper Natone Reserve Special Committee held on 20 January 2020, be received for discussion.”***

**SUMMARY**

The minutes record the discussions of the most recent Upper Natone Reserve Special Committee meeting.

The Committee has been active in reserve maintenance activities over the summer period.

A security gate had been fabricated and was installed mid-February to limit access to areas damaged by “hooning” prior to Christmas 2019.

Officers have engaged with the Committee in regard to infrastructure requests.

**ATTACHMENTS**

1 [!\[\]\(104fbf564e2e5a8fbd84f31656d114c7\_img.jpg\)](#) Upper Natone Reserve Special Committee Meeting Minutes - 20 January 2020

**COUNCIL RESOLUTION****Resolution number: MO092-20*****MOVED:***            *Cr K Dorsey****SECONDED:***      *Cr D Pease****“THAT the Unconfirmed Minutes of meeting of the Upper Natone Reserve Special Committee held on 20 January 2020, be received for discussion.”***

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

**Against:**

***CARRIED UNANIMOUSLY***

**Minutes of the Upper Natone Reserve Special Committee  
20th January 2020**

Meeting opened 7341pm

**Attendance:** Fiona Tustian (President), Phil Tustian (Secretary), Ken Dorsey (BCC), Arthur Bryan, Dianne Cripps, Gary Watts, Ivan Caston, & Heather Ross.

**Apologies:** Gary Neil (BCC)

**Declaration of Interest – Nil Declarations**

Minutes of previous Meeting (21<sup>st</sup> October 2019) were read by the President.

Moved Fiona Tustian & seconded Heather Ross the Minutes be accepted as read. **Carried**

**Business arising:** “Thank You” Letters yet to be sent to Rodney Lincoln & Rodney Sutton  
Sustainable Timber Tasmania ref Fire Action Plan

**Correspondence: (Inwards)**

Gary Neil - Apology inability to attend Meeting

**(Outwards)** email (phone) Notice of Meeting 20/1/20

**Treasurer’s Report:** Balance is about \$1000. Tustian’s presented itemised expenses \$183-10 (petrol for pump \$15-40; “Working Bee” Meat \$51-75 & Bread \$8-50; Cement \$48-60; gravel \$20 replacement hose for pump \$38-85). Moved Arthur Bryan & seconded Gary Watts the Tustian’s be reimbursed

**Carried**

**General Business**

1. Discussion on “hooning” at the Reserve and lack of police action
2. “Working Bee” scheduled for Sunday 16/2/20 10am – 1pm with BBQ after. Tustian’s to provide refreshments.
3. Security Gate to be provided by BCC to be installed just prior to the bridge allowing to restrict vehicular access as deemed necessary.
4. Rocks/soil to be provided to complete repairs to BBQ area over bridge
5. A further “fire pit” construction to be discussed at next “working bee”
6. Photographs are on the Facebook Page. (provided by Deb Crane)
7. Resolved that a “Toilets” sign be erected indicating the location of the Toilets. Resolved email to Gary Neil requesting same.
8. Report given of the fire resulting from a camping fire on the saw pit. Fire Service attended to extinguish and SST with equipment the following day.
9. A newspaper item and radio interview over the damage at the Reserve.
10. Ken Dorsey advertised the Australia Day event to be held at the Civic Centre
11. Next Meeting: Monday 16<sup>th</sup> March 2020 730pm Natone School.

**Meeting Closed 8.23pm**



**AO096-20 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 were no non agenda items.

There being no further business the Mayor declared the Meeting closed at 8.44pm.

## **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 17 March 2020.**

Confirmed:

A handwritten signature in black ink, appearing to be 'A. Wardlaw', written in a cursive style.

**Andrew Wardlaw, GENERAL MANAGER**

Confirmed:

A handwritten signature in black ink, appearing to be 'S. Kons', written in a cursive style.

**Steven Kons, MAYOR**