



BURNIE
CITY COUNCIL

MINUTES

Ordinary Meeting

TUESDAY, 23 FEBRUARY 2021

7.00PM

CITY OFFICES, 80 WILSON STREET, BURNIE

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OPEN SESSION

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ORDER OF BUSINESS

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, 23 FEBRUARY 2021**

HOUR: 5:30pm – 5.54pm
7.03 pm - 7.56 pm

TIME OCCUPIED: 1 hour 17 minutes

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

Officers in Attendance:

General Manager (S Overland), Director Community and Economic Development (R Greene), Director Land and Environmental Services (P Earle), Director Works and Services (G Neil), Executive Manager Corporate Governance (M Neasey), 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
AC012-21 COUNCILLOR DECLARATIONS OF INTEREST	15(2)(g)
AC013-21 CONFIRMATION OF MINUTES OF THE 'CLOSED SESSION' MEETING OF COUNCIL HELD ON 27 JANUARY 2021	15(2)(g)
AC014-21 APPLICATIONS FOR LEAVE OF ABSENCE	15(2)(h)
AC015-21 GENERAL MANAGER'S REPORT - CLOSED SESSION	15(2)(i)
AC016-21 TASCOMMUNICATIONS PTY LTD	15(2)(a)
AC017-21 COMMUNICATIONS JOURNAL - BURNIE AIRPORT CORPORATION - BAC DISTRIBUTION OF 2019-20 PROFIT	15(2)(c)
AC018-21 BURNIE CITY COUNCIL AUDIT COMMITTEE UNCONFIRMED MINUTES OF MEETING HELD ON 25 NOVEMBER 2020	15(2)(g)
AC019-21 NON AGENDA ITEMS	15(2)(f)
AC020-21 MATTERS CONSIDERED IN CLOSED SESSION	15(2)(f)
AC021-21 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION	15(2)(f)
AC022-21 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 AC012-21 to AC022-21 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

COUNCIL RESOLUTION

Resolution number: MO029-21

MOVED: Cr C Lynch

SECONDED: Cr A Keygan

“THAT the meeting be closed to the public to enable Council to consider agenda items AC012-21 to AC022-21 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

In accordance with Regulation 34(1)(b) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that the following matters were considered in Closed Session:

Agenda Item	Title	Brief Description
AC012-21	Councillor Declarations of Interest	A report to consider any declarations of interest by Councillors in any matter in the Agenda
AC013-21	Confirmation of Minutes of the Closed Session Meeting of Council held on 27 January 2021	A motion to confirm the Minutes of the previous meeting
AC014-21	Applications for Leave of Absence	A report to consider any requests for leave of absence by a Councillor
AC015-21	General Manager's Report – Closed Session	A report that considers various operational updates of a confidential nature
AC016-21	Tas Communications Pty Ltd	A report to consider Tas Communications matters
AC017-21	Communications Journal – Burnie Airport Corporation – BAC	A report about correspondence from BAC
AC018-21	Burnie City Council Audit Committee Unconfirmed Minutes of Meeting held on 25 November 2020	A report to receive the Minutes of the Burnie City Council Audit Committee and consider any recommendations
AC019-21	Non Agenda Items	A report to consider dealing with any matter that is not on the Council Agenda
AC020-21	Matters Considered in Closed Session	A report containing a brief description of all reports considered by Council in the Closed Session
AC021-21	Authorisation to Disclose Confidential Information	A report that authorises the Mayor and General Manager to disclose information if required during the course of implementing the decisions of Council
AC022-21	Completion of Closed Session/Meeting Adjournment	This report confirms the completion of Closed Session

RESUMPTION

At 7.03pm 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 Phil Coghlan of the Burnie Anglican Church.

AO025-21 COUNCILLOR DECLARATIONS OF INTEREST

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

There were no declarations of Interest.

**AO026-21 CONFIRMATION OF MINUTES OF THE 'OPEN SESSION' MEETING
OF COUNCIL HELD ON 27 JANUARY 2021****RECOMMENDATION:**

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at the City Offices on 27 January 2021, be confirmed as true and correct.”

COUNCIL RESOLUTION

Resolution number: MO030-21

MOVED: Cr G Simpson

SECONDED: Cr K Dorsey

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at the City Offices on 27 January 2021, 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**AO027-21 QUESTION ON NOTICE - HOMELESSNESS**

FILE NO: 15/5/5
PREVIOUS MIN:

THE GENERAL MANAGER referred to Councillor Ken Dorsey's Question on Notice which asked:

Can the General Manager confirm that there are no plans or considerations into placing the homeless in the multi-story carpark.

Following the initial issues with the advent of the homeless shelter in Burnie, are there plans to increase the numbers, place beds in the MSCP, seek volunteers to sleep in close proximity or do shifts watching the homeless sleep in appalling conditions?

COUNCILLOR'S COMMENTS

We collectively realize that there is a homeless cohort in Burnie and the Northwest Coast. I believe that most of us want to see the problem alleviated or reduced substantially. There are countless individuals couch surfing and sleeping rough with nowhere to go.

Is this an issue for the BCC, do we want to facilitate and administer assistance to the homeless in our municipality? The belief persists that the homeless are hopeless individuals that life may have failed; however, the reality is substantially different.

Homelessness is, in fact, caused by tragic life occurrences like the loss of loved ones, job loss, domestic violence, divorce and family disputes. Other impairments such as depression, untreated mental illness, post traumatic stress disorder, and physical disabilities are also responsible for a large portion of the homeless.

1. 116,427 people were counted in the Census as being homeless on Census night (2016)
2. The rate of homelessness (which takes into account population density) is 50 out of every 10,000 people
3. 20% (or 23,437) are Aboriginal and Torres Strait Islander Australians
4. 30% are born overseas.
5. TAS 1,622 (31.8 people per 10,000) +6% since 2011

Where do the homeless stay:

1. Improvised dwellings, tents or sleeping out 7% (8,200)
 2. Supported accommodation for the homeless 18% (21,235)
 3. Staying temporarily with other households 15% (17,725)
 4. Boarding houses 15% (17,503)
-

5. Other temporary lodging 1% (678)
6. "Severely" overcrowded dwellings 44% (51,088)

Having attended a LGAT meeting where the representatives discussed homelessness in their municipalities, the general consensus was not to encourage the homeless into their cities.

[Homelessness Statistics by Age](#)

GENERAL MANAGER'S COMMENTS

I can confirm that there are no plans to place homeless people into the multi-storey car park as it is not an appropriate location.

RECOMMENDATION:

"THAT the information be noted."

COUNCIL RESOLUTION

Resolution number: MO031-21

MOVED: Cr K Dorsey

SECONDED: Cr T Bulle

"THAT the information be noted."

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO028-21 MOTION ON NOTICE - CITIZEN OF THE YEAR AWARDS**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council hold its annual Citizen of the Year awards ceremonies and celebratory event on the last Saturday in January each year, and that the awards be renamed 'Burnie Community Achievement Awards'.”

COUNCILLOR’S COMMENTS

The national conversation about January 26th continues to brew. There are growing calls to change the date, as well as to abolish the date altogether. This motion does not seek to enter into that debate, noting that any decision to change/abolish the date must come from a Federal Government.

However, this does not stop local government in seeking to effect change within its capacity.

This motion seeks to celebrate our deserving citizens and events in Burnie on the last Saturday in January every year through community recognition awards.

There are a growing number of Councils across the country that have moved away from celebrations on this contentious day. For example, many councils in Victoria including the Darebin Council have renamed their awards the 'Darebin Community Awards'.

Some time ago in 2013, the Flinders Island Council moved their date of celebration and instead hold an Island Festival and BBQ for the community. Further, Launceston City Council last year recommended that celebrations cease on this day, and instead hold their awards ceremony on January 25th.

These Councils have undertaken these actions without losing the ability to celebrate the immense contribution that those in their communities make, as well as coming together to appreciate and celebrate what is shared as a community.

Burnie City Council has the opportunity to do the same. A move to rename our community awards and hold our celebrations and ceremony on a different day has the capacity to position Burnie City Council as a regional leader in taking steps towards reconciliation.

GENERAL MANAGER'S COMMENTS

Background

Council has held a traditional and formal Australia Day ceremony on 26 January for approximately 40 years primarily to deliver the presentation of what is known as the 'Australia Day Awards', being Citizen of the Year, Young Citizen of the Year, Community Event of the Year and more recently Senior Citizen of the Year.

Role of the Committee

A Special Committee of Council has been formed to facilitate the event and determine the awards: the *Burnie Australia Day Special Committee*.

If the motion were to proceed, the Special Committee terms of reference would need to be reviewed and updated to reflect new terminology and remove references to Australia Day. The core purpose would still exist to host a community event and determine the awards.

Community Awards

Council has been awarding annual community recognition awards since 1981. The honour boards for the various community awards have recently been relocated to the foyer outside the Chambers, and are titled 'Australia Day Honour Boards', listing the various award recipients since 1981. Under the proposed motion, community awards would still continue in their present form. Future boards would simply carry a different heading.

Australia Day Branding

The current Australia Day ceremony is run under the banner of the national Australia Day programs and branding which is provided by the National Australia Day Council.

It is interesting to note that the 2021 theme of Australia Day was 'We're all part of the story', recognising the diversity of Australians and the commencement of our story 60,000 years ago, featuring Miriam-Rose, a Nauiyu Elder. Together with the Committee's specific efforts in 2020 and 2021, Burnie has sought to actively include and recognise the recognition of our Aboriginal heritage.

<https://www.australiaday.org.au/>

The Story of Australia

This is the Story of Australia - the story of an extraordinary nation.

The Story begins 60,000 years ago. New chapters are written every day.

On Australia Day, we reflect on our history, its highs and its lows.

We respect the stories of others.

And we celebrate our nation, its achievements and most of all, its people.

We're all part of the story.

If the motion were to proceed, the new ceremony will not have access to the Australia Day branding, messaging and resources. This is not necessarily a limitation but new branding would need to be developed.

Australia Day Ambassadors

In recent years at least, Council has accessed high profile guest speakers from the Australia Day Ambassador program, including for example Brian Ritchie, Robyn Moore and Scott Rankin in the last three years. For many years, Council has conducted a formal style of ceremony at the Town Hall, incorporating a feature speaker, community awards, and citizenship ceremonies.

Access to Australia Day Ambassadors as speakers would not be available to Council if it were to move the event outside the Australia Day celebrations. Council would be free to approach any suitable guest speaker but the Ambassador program does make it easier to identify and apply for a guest speaker from a pool of people available for this purpose.

Australia Day Grants

In recent years, Council has accessed grants offered under the Commonwealth's Australia Day grant programs:

2021 – Australia Day Branding Grant Program \$1,100

2020 – Australia Day Great Idea Grant \$4,110

These grants would not be available if Council moved away from the Australia Day date. While they are not necessary for the running of the event, they have been beneficial.

Citizenships

Citizenship ceremonies are also a part of the annual Australia Day Ceremony. Citizenship ceremonies are conducted by the Mayor on behalf of the Department of Home Affairs (Cwth).

It is a requirement under the *Australian Citizenship Ceremonies Code*, that all local government councils are required to hold a ceremony on Australia Day, unless they are exempt. Council is not exempt due to the number of citizenships it conducts each year.

If the motion were to be passed, Council will still need to conduct a citizenship ceremony on Australia Day, in addition to a separate community awards day. Under the present rules, this cannot be altered.

Such a ceremony can be of the same nature as existing ceremonies conducted throughout the year, a stand-alone ceremony in the chambers. However one of the benefits of the current Australia Day ceremony is that residents who are receiving their new citizenships enjoy the ceremony and fanfare of the day as it is a special and meaningful event in their lives. For this reason it is quite a popular date choice for many new citizens.

Summary

A decision to move away from an Australia Day celebration would end a long standing tradition of this event since 1981, but the key element of awarding community awards would remain.

Alternatively a decision to remain with the current date means that Council would continue with the Australia Day resources and themes which promote messages of inclusiveness and diversity. The national debate will still continue and evolve.

Whether or not to move the community awards to a different date is a decision for Council. This report aims to provide the relevant impacts and considerations prior to making a decision.

COUNCIL RESOLUTION

Resolution number: MO032-21

MOVED: Cr A Keygan

SECONDED: Cr G Simpson

“THAT Council hold its annual Citizen of the Year awards ceremonies and celebratory event on the last Saturday in January each year, and that the awards be renamed 'Burnie Community Achievement Awards'.”

For: Cr T Brumby, Cr C Lynch, Cr A Keygan, Cr T Bulle.

Against: Cr S Kons, Cr A Boyd, Cr K Dorsey, Cr G Simpson, Cr D Pease.

LOST

MOTIONS ON NOTICE**AO029-21 MOTION ON NOTICE - INSTALLATION OF TOILETS - WEST BEACH**

FILE NO:
PREVIOUS MIN:

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

“THAT Council consider the building of a toilet facility for the Penguin Observation area on West Beach during budget deliberations.”

COUNCILLOR’S COMMENTS

This is a simple motion of consideration. The Friends of the Burnie Penguins (Burnie Penguin Observation Centre) do vital work to protect and secure the future of Penguins in Burnie. Many volunteer hours are spent clearing the vegetation for breeding season, rescuing injured penguins and providing guided info tours of the penguin rookery (approx. 10,000 visitors per year). They are the frontline workers in the effort to save a small part of the planet.

They seek little assistance from Council and carry on their work under any condition without facilities. From information provided, the band rooms do not want open access to their rooms for fear of damage to the equipment.

There are plans that will enable the volunteers to utilize the facilities at the University complex during the day (?) but will not cater to the 10,000 visitors at night (clarification on this matter requires confirmation of facts).

Whilst I am hesitant to suggest “another” toilet facility on the waterfront considering that there are between the multistory carpark and the beginning of the boardwalk numerous accessible facilities (16):

- | | |
|----------------|---|
| 1. MSCP | 4 |
| 2. Surf club | 5 |
| 3. Live Eat | 2 |
| 4. Beach Hotel | 2 |
| 5. Fish Frenzy | 2 |
| 6. Boardwalk | 1 |

And to the other end (another 300 metres) West Park and Burnie Park another say 10 toilets.

It does remain notable that there is a substantial distance to the viewing area (250 meters?). The Council approved a toilet facility at the beginning of the boardwalk that blocks the

panorama envisioned during the development of the beach promenade – clear vision to the Bass Straight when travelling down each street. We now travel down Alexander Street looking directly at “another” toilet facility (the positives being less likelihood of vandalism).

Conclusion: accessibility and convenience seem to be the mantra for toilets in Burnie. In a 1-2 kilometre area there are say 26 accessible toilets. The cost of each new public facility is approximately \$150,000 and maintenance is an ongoing issue. However, the fact remains, the toilets are clustered in a small area and leave the Penguin Volunteers in the middle of a rookery with no-where to go.

GENERAL MANAGER’S COMMENTS

At the Council Meeting held on 16 June 2020 Council considered a request from the Friends of Burnie Penguins Inc to consider building a toilet facility adjacent to the penguin observation centre.

A copy of the minute (AO153-20) on this matter is **attached**.

At that time Council did not support building an additional facility at that location rather determined to work with the group to improve access to the existing facility located on the western end of the waterfront.

Matters noted in the previous report in support of that approach were as follows:

- There would be limited demand for a public toilet facility in this location for other users of the West Park Precinct. Tourists have access to the facilities at the Makers’ Workshop. Persons attending sports or events at West Park would use the internal facilities. Facilities are provided for the University activities. Commuter parkers generally have spent limited time in the precinct and can access facilities in the Central Business District or their place of work.
- There would be on going operational costs associated with the facility.
- The land in question will be transferred to the UTAS as part of the West Park Precinct Development.

It is the view of Officers that there has been no material change in circumstances, since the previous report was considered, to warrant a review of the previous decision of Council.

Recommendation

“THAT the information be noted”

ATTACHMENTS

[1↓](#) AO153-20 Communications Journal - Friends of Burnie Penguins - Parsonage Point

COUNCIL RESOLUTION**Resolution number: MO033-21****MOVED:** *Cr K Dorsey***SECONDED:** *Cr A Boyd*

“THAT Council work with the University to ensure there are adequate toilet facilities for the friends of Burnie Penguins and the more than 10,000 visitors that view the penguins each 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

OPEN SESSION

MINUTES - ORDINARY MEETING OF COUNCIL
TUESDAY, 16 JUNE 2020**AO153-20 COMMUNICATIONS JOURNAL - FRIENDS OF BURNIE PENGUINS
INC - PARSONAGE POINT****FILE NO: 2/17/3; 958536****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	5	A NATURAL AND BUILT ENVIRONMENT THAT IS RESPECTED AND CARED FOR
Objective	5.3	A strong level of participation and collaboration in community based environmental protection and conservation groups.
Strategy	5.3.1	Support communities that care for and protect our environment.

1.0 RECOMMENDATION:

“THAT Council requests that Officers work with the Friends of Burnie Penguins to facilitate access to the Waterfront Playground toilets.”

2.0 SUMMARY

Correspondence has been received from the Friends of Burnie Penguins Inc. requesting toilet facility access at Parsonage Point Little Penguin Colony.

3.0 GENERAL MANAGER’S COMMENTS

The Friends of Burnie Penguins Inc. have raised a number of times with Council their belief that there needs to be a public toilet provided adjacent to the Penguin Observation Centre, to support the activities of the Friends of Burnie Penguins Inc. in regard to the volunteer penguin tours and general tourist visitations.

As noted in the letter Council has provided a portable toilet for the use of the Friends of Burnie Penguins Inc. and participants on the tours. It is conceded that the facility is relatively basic.

The development of a new public toilet in the vicinity of the Penguin Observation Centre would most likely cost in the order of \$67,000 (the cost of the Barker Street facility), plus an additional allowance the provision of services. Sewer and water are connected to the adjacent band rooms, however an extension would be required.

Most likely no electricity supply would be required, with lighting being provided by a solar led lighting system.

However the need for a new facility should be considered in the context of the following:

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MINUTES - ORDINARY MEETING OF COUNCIL
TUESDAY, 16 JUNE 2020

- There would be limited demand for a public toilet facility in this location for other users of the West Park Precinct. Tourists have access to the facilities at the Makers Workshop. Persons attending sports or events at West Park would use the internal facilities. Facilities are provided for the University activities. Commuter parkers generally have spent limited time in the precinct and can access facilities in the Central Business District or their place of work.
- There would be on going operational costs associated with the facility.
- The land in question will be transferred to the UTAS as part of the West Park Precinct Development.

The correspondence notes the portable toilet does not meet needs and the closest after hours toilets are at the BP service station, which requires crossing of the Bass Highway.

A new public toilet has been constructed on the Waterfront near the playground, the facility is currently closed at sunset.

An option to support the needs expressed by the Friends would be to keep these toilets open until after the tours are concluded. At present the toilets are locked by Council's public amenities cleaner, but could also be locked by Council's security contractor during their routine patrols.

ATTACHMENTS

1 [↓](#) Correspondence from Friends of Burnie Penguins Inc

COUNCIL RESOLUTION

Resolution number: MO171-20

MOVED: Cr A Boyd

SECONDED: Cr G Simpson

"THAT Council requests that Officers work with the Friends of Burnie Penguins to facilitate access to the Waterfront Playground toilets."

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



Friends of Burnie Penguins inc

PO Box 96
Burnie
Tasmania 7320

The General Manager, Mayor and Councilors
Burnie City Council
80 Wilson Street,
Burnie, Tasmania, 7320
4th June 2020

Dear General Manager, Mayor and Councilors,

On July 7, 2019, I gave a presentation to a Burnie City Council workshop about Friends of Burnie Penguins Inc. covering the activities of the group which include providing an interpretive guiding experience for visitors to the colony every night from October to March. The growth in visitor numbers was highlighted over recent years, and the need to provide appropriate access to toilets for those visitors.

Access to toilets for visitors to the Parsonage Point Little Penguin colony has been an historic problem as the nearest available after-hours toilet has been in the BP petrol station, across the Bass Highway (we have been in operation since 2004). The safety aspect of visitors crossing the highway, often with small children, in the dark has been an ongoing concern. After repeated requests to the Burnie City Council for toilet access, a portaloos was provided in 2018. While it was a better alternative to the status quo, visitors often make it clear that they are uncomfortable with the solution and it is not accessible for people with disabilities. The lack of lighting, the requirement of guides to open a fence, even to check the cleanliness of the portaloos, and now the current Covid health and safety requirements make the use of a portaloos for 6 months untenable. Portaloos are usually used for short term public events, not 6 months.

We have raised this issue with both the University of Tasmania and the Council since the beginning of planning of the current development of the university campus and landscape planning at Parsonage Point. We have continually indicated that it makes this an ideal time to provide the necessary permanent toilet facilities with disabled access close to the Burnie Penguin Observation Centre. We raised the issue with the council at the workshop, which seemed to draw some agreement that something was necessary. I am writing on behalf of the Friends of Burnie Penguins to enquire as to the progress of a toilet facility, and whether the council intends to incorporate it into the deliberations of the new budget, or could it be considered as part of tourism infrastructure that the State Government might fund or any other available funding?

Please find attached the handout from the workshop, (which was handed out at the time) for your perusal.

We look forward to further discussions about this matter,

Yours sincerely,

Dr. Perviz Marker
Coordinator

Burnie Penguin Observatory



Presentation to Burnie City Council
Friends of Burnie Penguins Inc
July 2019



Parsonage Point penguin colony has been present in Burnie for > 110 years

The Penguin Centre

Construction was completed in 2001

Friends of Burnie Penguins

Were formed in 2004

Our objectives

- To provide an educational interpretive experience and supervised penguin viewing for visitors to the Parsonage Point Little Penguin colony
- To maintain and enhance the protection and the habitat of the Parsonage Point colony and advocate for appropriate management of the colony and the immediate foreshore.
- To participate in monitoring, research and increasing the knowledge of the Little Penguin colony.

FOBP Inc

- are a volunteer Coastcare group
- currently have 30 members
- provide guided viewing from 1st October – 31st March, every day including the Christmas holidays.
- are about to commence our 16th season of guiding since 2004
- have progressed from providing 2 guides each night to 4 owing to the growth in visitor numbers and the growth of interest from the community to join as guides.

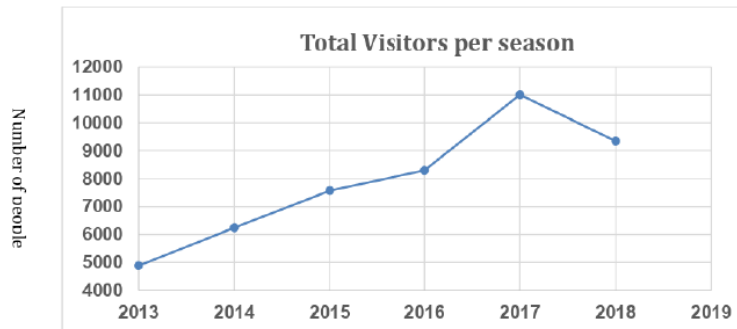
Non guiding season

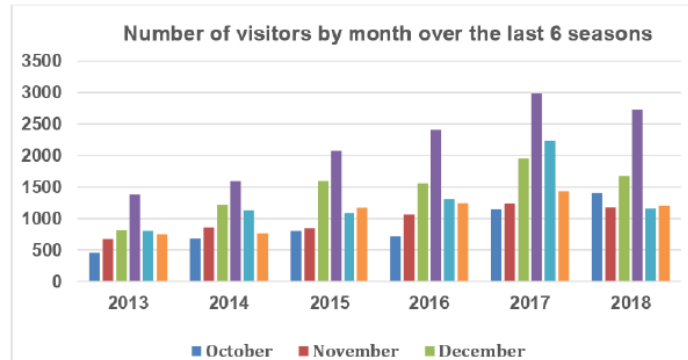
- we carry out maintenance in the colony
- Weeding, revegetation, clearing burrows, making burrows
- Training new guides

Data

Number of visitors over the last 6 seasons

	2013	2014	2015	2016	2017	2018
October	450	678	801	719	1143	1405
November	672	857	843	1063	1238	1177
December	819	1220	1596	1562	1956	1676
January	1386	1595	2080	2409	2990	2727
February	804	1128	1081	1303	2241	1158
March	751	768	1173	1241	1435	1200
Total	4882	6246	7574	8297	11003	9343





Economic value to Burnie City (per year)

Volunteers

Contribute in kind

2.5 hours x 4 guides x 180 days x \$35 = **\$63,000**

Tourists to the penguin colony

Contribute to the economy

9343 visitors x \$60 = **\$560,580**

Many visitors stay in Burnie just to see the penguins.

This is a minimum as it does not take into account accommodation costs

The Issues

Lack of Toilet

- With a 100 people a night during the peak, is it possible to have a permanent toilet for guides and visitors?
- Many people including children have struggled to find a toilet and have unsafely crossed the Bass Highway to use the toilet at the BP service station
- A portaloos was provided last season but is not an adequate solution for 6 months

Dogs and Cats

- The Dog Management policy identifies this as a no dog zone.
- There have been many incidents of dogs killing penguins in the news in the state, including Burnie in the past
- Poor dog signage is an issue
- There is no disincentive for people not to walk dogs on the boardwalk and in the No Dog area
- Feral cats are a problem and support of the Council with cat traps has worked.

Penguin Centre

- Graffiti happens infrequently but is removed by council
- We have engaged the original artist to touch up the penguin mural later this year
- One of our guides has already taken on renewing the dioramas / display windows
- With increased numbers some refurbishment, expansion to the theatre area would add to the visitor experience

Coastal erosion

- Threat to infrastructure
- Loss of penguin habitat
- Not just here but all along the coast
- Gaps in the fence will mean likelihood of penguins crossing the road
- Some burrows that are in a precarious position have been relocated with councils help.
- Solutions need further investigation

Fence

- Fence is in poor condition and will need repair and replacement soon
- It may be tied up with the University development or as a budget item with Council

Roost Laser

- The solution for the roosting starlings is now a problem for the viewing area
- Flashing light comes right across the viewing area and looks like a camera flash, every 5 minutes!
- Some adjustment is needed

The opportunities

- Accommodate increasing visitor numbers
- Enhance the visitor experience
- Improve the access and thoroughfare for the community once the University removes the Music rooms
- We are in discussion with the University re returning part of the car park to penguin habitat as part of the landscaping in the area, as we are a major stakeholder
- To improve penguin access to penguin habitat as part of the landscaped area.

The future

- Boardwalk will need expanding to allow larger / wider areas for viewing, and to allow the community access on defined paths through the area
- Recommend that the coastal pathway though the Burnie area be aligned to the railway corridor behind the colony and in front of the University
- Fencing of the colony will need to be improved to prevent penguins accessing buildings etc
- Enhance the visitor space at the centre
- Enforce the dog management control
- Permanent toilet be incorporated into the new music building design for access by skateboarders, guides and visitors (until 10pm)

We have a unique opportunity:

- To value add to the penguin experience in Burnie economically and environmentally
- To improve the area for the community and visitors to Burnie
- To plan and review for growth of this unique tourist attraction in Burnie

We look forward to continuing our partnership with the council and University of Tasmania

For further discussions, please contact
Perviz Marker
Friends of Burnie Penguins
Coordinator

Email: perviz.marker@utas.edu.au

PUBLIC QUESTION TIME**AO030-21 PUBLIC QUESTION TIME****FILE NO: 15/5/5**

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

Our Process for Public Questions

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

You can submit your question at any time prior to this online at www.burnie.net. There is a limit of two questions per person.

Your question will be read out by the Mayor during the meeting.

Council Meetings are recorded.

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

Brian Armstrong, of Burnie, asked the following questions:

Question 1

“Surrey Road paths and gutters. First reported in 2013 and was ensured it would be a priority in 2014/15 - not done. After inspection 2019 with Council, was informed work to repair paths would be done on the worst section noted Reservoir St to Marriott St east side. Note widening of section adjacent to Taswater was done and that’s all. This section of road is old with hot mixing in gutters causing rubbish and water build up in drives, why can’t this section of road not have cement paths and new guttering. Note pictures supplied. Also work in Macfee Street started some years back and never completed WHY?”
Pictures supplied.

The Mayor responded that Council has allocated funds for ongoing asphalt replacement works and extension of the work commenced last year is planned for this year, with works expected April / May 2021.

General defects in the kerb along the renewal works will be addressed.

The road pavement and surface on Surrey Road is in relatively good condition and while the kerb and channel is relatively old and has some defects it functions satisfactorily and still has remaining useful life.

Reconstruction of the street is not planned in the medium term. The footpath is being replaced in asphalt (current surface) to minimise the loss on disposal when a future reconstruction occurs.

Footpath bay replacement works were carried out on several streets in Havenview. The defects of concern in Macfee Street appear to the stormwater outfalls to kerb. These repairs will be listed on the forward maintenance program.

Question 2

“Fernglade dam spillway is in need of some loving. Before there is a major fault is this the Council or a government problem? It is a vital part of the reservoir.”

Photos supplied

The Mayor responded that the dam structure on the Emu River is not a council asset, ownership would rest with the Crown. If there are specific concerns with the infrastructure, officers can pass this information to the Crown.

Michelle Nut, of Burnie, asked the following question: (unable to be present at meeting)

Question 1

“What can be done to ease traffic and allow our children in park grove area to safely cross west park grove. Traffic congestion and safety at these times could be improved if there was a safe crossing for older children or parents with younger to children to cross and walk home. There are multiple roads and businesses along this busy road with a speed limit remaining at 60km/hr. A similar situation for Burnie primary has a reduced speed limit of 40km/hr on Brickport and Mooreville Road with crossing guards in place.”

The Mayor responded that West Park Grove is a Major collector road in the City and facilitates the movement of significant traffic volumes each day.

Provision is made on Mooreville Road and Brickport Road, via school crossings to allow children to access either side of West Park Grove.

School zones are generally provided in close proximity to the school activity, as are school crossings.

There is a traffic study in progress for Futuna Avenue and the intersection of Futuna Avenue and West Park Grove.

A future roundabout is proposed at this intersection and would in part address some of the concerns noted.

I would encourage Ms Nutt to contact the Director Works and Services, Mr Neil, and arrange a time to discuss the concerns in more detail.

Adam Leadbetter of Burnie, asked the following question:

Question 1

“Why are events in Burnie such as Burnie Bite and Brew not being promoted? Such events are so important to our town and yet ticket sales are low due to people not knowing it is on.”

The Mayor responded that there has been some media coverage on this in today’s paper confirming that this event is definitely going ahead.

As of last week the event had been promoted on social media and Council websites. It had also been featured in the media (on radio and in the Advocate) in response to Council’s earlier Media Release; and posters had been distributed around the CBD by Friday last week. Other promotion was set to begin this week which included ads in The Advocate and local radio stations.

In the current COVID environment, it is necessary to have tickets in order to manage numbers, rather than just having events open to attend. It is more difficult to get people to pre-book and confirm their attendance, rather than just turn up.

After consultation with Work Safe Tasmania, there were some concerns in relation to COVID-safety and the requirement for patrons to be seated while drinking at the event, however seating will be provided and we encourage people to bring their own chairs, beanbags, and picnic rugs if they wish.

The event is definitely going ahead and I would encourage people to secure their tickets for a great night, and especially to welcome the North West Rally of Champions drivers and crew from around Australia to our city, with their cars on display.

Attendance at the event is capped at 1000. As of yesterday we have issued just under 400 tickets to the general public and a further 150 to North West Rally of Champions participants. I’m sure that will continue to increase this week.

Thank you for your question and we take on board your comments about promotions.

Question 2

“The amount of litter and debris on and around our local beaches is disgusting. What is being done to tackle this issue? Maybe fines should be issued to offenders. Do council need additional workers to help clean up?”

The Mayor responded that Council undertakes a range of activities to minimise litter to waterways and the ocean.

These include provision of litter and recycling bins in public spaces, street sweeping, periodic

litter pickup from streets and reserves, installation of gross pollutant traps to capture litter before it enters the sea, and the like.

Council does not have the resources to collect litter on all beaches across the municipality.

I acknowledge the efforts of the many individuals and groups who as a community service undertake litter removal from our beaches.

However the primary cause of litter is that a minority people do not take responsibility for their disposing of their litter properly.

There are fines for littering, however to issue a fine there is a requirement that there be proof that the person has littered. Council does not have allocated officers to monitor and issues these fines.

The Container Recovery Scheme, which is soon to be introduced, has a primary focus of removing beverage containers from the litter stream and the community will see a reduction in such litter as this scheme commences.

Justin McErlain of Burnie, asked the following question:

Question 1

“We note that tonight’s agenda had a motion regarding public toilet access for those visiting the penguin centre.

The penguin centre is a very key night time activity drawing visitors far and wide and providing an excuse to stay in Burnie overnight. Attracting visitors to stay overnight is a key driver if the Burnie 2.0 initiative. As we build on this project with our penguin cams maybe an opportunity is there to rework the current penguin visitor centre in conjunction with UTAS. Maybe an option for a container build site?

Can council consider forming a discussion group with Business North West, UTAS and Council staff to explore this option as a possible resolution for the requirements of a toilet block by exploring an option to reimagine the area?”

The Mayor responded that these discussions can be done as part of the earlier resolution on this matter.

Ian Jones of Burnie, asked the following question:

Question 1

“Can Council advise start and completion dates for the replanting of flowers in the median traffic island?”

The Director Works and Services, Gary Neil, responded that next week Council will be exploring options and then they will look at scheduling the works into our current capital

works program. This is likely to be in a few months' time, and will need to fit in around other works.

Tich Ferencz of Burnie, asked the following question:

Question 1

"I note that Council is considering tonight a proposal to retire and archive BRM-BRAG Strategic Plan 2016-21. If council agrees:

Will it be followed in essence where tight economic constraints allow?

Perhaps this about maintaining "The Vibe" to quote "The Castle."

The Mayor responded that Council is always dealing with budgets and it took the decision a couple of months ago to look at all our plans and strategies, and actions, and since instructed the General Manager to review. Council has developed extensive number of plans over many years and they have become too much. It was agreed to look at what we can put aside for now. None are fully scrapped, it is just about re-focusing and re-purposing what we can do.

Question 2

"Will consideration of the BRM-BRAG 2016-21 intention to amalgamate (backed by council) continue to be considered in filling professional and other staffing vacancies? Is this need for a coherent staffing structure to allow both institutions to work efficiently and effectively as one still happening?"

The Mayor responded that Council made a decision to look at all its plans and strategies and consider its direction for the future. We have the budget process coming up and that will help to work out what we focus on.

WORKS AND SERVICES**AO031-21 NOMINATION FOR DEPUTY MUNICIPAL EMERGENCY
MANAGEMENT COORDINATOR****FILE NO:** 30/7/2; 15/2/5**PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.8	A best practice approach is taken to managing risk in the community and providing a safe work environment.
Strategy	7.8.3	Work with other agencies to ensure our community is well prepared and able to respond to disaster.

1.0 RECOMMENDATION:

“THAT Council nominate to the Minister for Police, Fire and Emergency Management through the State Emergency Service Director, Mr Simon Hughes (Strategic Projects Manager) as its second appointee to the role of Deputy Municipal Emergency Management Coordinator.”

2.0 SUMMARY

The Deputy Municipal Emergency Management Coordinator role is an appointment made by the Minister for Police, Fire and Emergency Management in concert with the State Emergency Service Director, following consideration of a nomination from Council.

To provide greater capacity for Council to meet its emergency management obligations and ensure continuity in resourcing the emergency management roles within Council, the appointment of second Deputy Municipal Emergency Management Coordinator is recommended.

Mr Simon Hughes (Strategic Projects Manager) is the nominee for this role.

The role fulfills a statutory requirement under the *Emergency Management Act 2006, Section 23* and Council, in the first instance, is to nominate a person with appropriate authority to act in the role.

3.0 BACKGROUND

The *Emergency Management Act 2006* requires that each local government area appoint a Municipal Emergency Management Coordinator and Deputy Municipal Emergency

Management Coordinator. The term of an appointment is four (4) years as determined by the Minister.

In 2006, the *Emergency Management Act 2006*, came into effect. Particularly relevant to this report is *Section 23 (8)* which says:

“A council may only nominate a person for the position of Municipal Emergency Management Coordinator or Deputy Municipal Emergency Management Coordinator if the person, once appointed to the position, would have the authority and ability to make decisions relating to the coordination of emergency management in the municipal area during an emergency without first seeking the approval of council.”

This clause, in interpreting the nature of emergency conditions, identifies that decisions must be made quickly and appropriately, which will commit Council funds, personnel and plant to response and recovery operations without the normal consultation or reference to others. It follows then, that the person must hold a position of authority with appropriate experience and adequate delegations from the General Manager to carry out the role.

The Director Works and Services has been appointed to the Municipal Emergency Management Coordinator role, with the Works Manager being the appointed Deputy Municipal Emergency Management Coordinator.

With the increasing frequency of events requiring an Emergency Management response and the need to manage concurrent emergency situations, the current pandemic overlaid with floods, storms or bushfires being an example, there is a move in Local Government to ensure that there are adequately trained resources available to discharge the emergency management roles and responsibilities.

Appointing a second Officer to the role of Deputy Municipal Emergency Management Coordinator is proposed in that regard.

4.0 LEGISLATIVE REQUIREMENTS

Council has statutory duties under the *Emergency Management Act 2006* to nominate suitable persons for the roles of Municipal Emergency Management Coordinator and Deputy Municipal Emergency Management Coordinator.

5.0 POLICY CONSIDERATIONS

There no policy implications associated with this report.

The municipal emergency management roles are statutory appointments.

6.0 FINANCIAL IMPACT

A person appointed as the Deputy Municipal Emergency Management Coordinator does not receive any additional remuneration.

There may be costs associated with providing appropriate training to the person appointed to the role.

7.0 DISCUSSION

It is recommended that Mr Simon Hughes be nominated by the Minister for Police, Fire and Emergency Management to be appointed to the role of Deputy Municipal Emergency Management Coordinator.

Mr Hughes works within the Technical Services Department of Council and is an experienced Engineering professional. He is one of the Officers that provides after hours support to the Works Department in the event that situation occur outside normal operational capabilities.

Mr Hughes also holds a volunteer role with in the State Emergency Services.

It is considered that Mr Hughes is a suitability experienced and qualified person for this role.

8.0 RISK

The Deputy Municipal Emergency Management Coordinator holds significant power in the event of an emergency, in that the person can commit Council funds and resources unilaterally. The proposed nominee for the Deputy Coordinator is a Council Officer, who understands the governance structure of Council and the implications associated with committing Council resources and funds.

In appointing a second person to the role of Deputy Municipal Emergency Management Coordinator, Council increases its capacity to effectively respond to emergency situations, ensures that continuity of knowledge is maintained in the event of staff vacancies occurring and provides back up support for person of leave.

There is a risk that the Council nomination may be rejected.

9.0 CONSULTATION

Discussions have occurred with State Emergency Service's Regional Management and Council Officers in preparation for this report.

COUNCIL RESOLUTION**Resolution number: MO034-21****MOVED:** Cr K Dorsey**SECONDED:** Cr G Simpson

“THAT Council nominate to the Minister for Police, Fire and Emergency Management through the State Emergency Service Director, Mr Simon Hughes (Strategic Projects Manager) as its second appointee to the role of Deputy Municipal Emergency Management Coordinator.”

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

Against:

CARRIED UNANIMOUSLY

CORPORATE AND BUSINESS SERVICES**AO032-21 POLICY REVIEW - RISK MANAGEMENT**

FILE NO: 4/14/2
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.8	A best practice approach is taken to managing risk in the community and providing a safe work environment.
Strategy	7.8.1	Develop an integrated approach to risk management from the strategic level through to activity level.

1.0 RECOMMENDATION:

“THAT Council adopt the revised Risk Management Policy CP-CBS-SG-027, as attached.”

2.0 SUMMARY

This report presents a review of the Risk Management Policy.

3.0 BACKGROUND

The Risk Management Policy is a high level statement of Council’s commitment to managing risk across the organisation, for a variety of risk types. The core purpose of risk management is create and protect value.

The Policy is further complemented by systems and processes that give action to the policy commitment, including the Risk Management Framework, a Risk Register, risk profiling down to service levels, an internal Risk Management Committee, and the Audit Committee.

The Policy is due for review by Council, and will be referred to the Audit Committee for review.

4.0 LEGISLATIVE REQUIREMENTS

Council has a statutory duty of care under the Work Health and Safety Act 2012 and the Civil Liabilities Act 2002, in addition to various responsibilities under other legislation.

Risk Management policies outlines Council’s commitment to reduce risk in a way that assists it to meet its statutory duties.

5.0 POLICY CONSIDERATIONS

There are no related policy considerations.

6.0 FINANCIAL IMPACT

There are no direct financial impacts in approving this revised policy.

7.0 DISCUSSION

The Risk Management policy has been reviewed to better describe the purpose and reasons for risk management, and set out the clear commitments Council has to ensure appropriate mechanisms are in place to manage risk.

This includes:

- Review of the Risk Register for both strategic and operational risks
- Incorporating risk profiles down to service level planning
- Reporting of strategic risks to Council and the Audit Committee
- Risk Management Committee to develop and maintain the corporate approach to risk management within council

A copy of the revised draft policy is attached.

8.0 RISK

The attached policy is a strategic document for risk management.

9.0 CONSULTATION

Consultation on this policy review has occurred with EMT.

ATTACHMENTS

1  Risk Management Policy - Draft

COUNCIL RESOLUTION

Resolution number: MO035-21

MOVED: *Cr K Dorsey*

SECONDED: *Cr C Lynch*

“THAT Council adopt the revised Risk Management Policy CP-CBS-SG-027, as attached.”

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	COUNCIL POLICY	
	Risk Management (DRAFT)	
Approved By: Council	Document Code: CP-CBS-SG-027	
Doc Controller: General Manager	Version: 4.0	
File: 4/14/2	Approved Date: DD Mon YYYY	
	Next Review Date: + 3 years	

1 PURPOSE

Effective risk management helps organisations to enhance the value of the organisation; increase the predictability of outcomes; and reduce insurable losses. The core principle and purpose of risk management is to create and protect value. Council's value can be expressed in many ways, including community benefit; rate payer satisfaction; economic, social and environmental benefit; compliance; safety; and security.

Managing risk creates and protects value by supporting the purpose and objectives of Council and the organisation; informing decision about resource prioritisation and trade-offs; improving capability to plan for and exploit disruption, risks, threats and opportunities; achieving a cost-benefit balance that takes account of uncertainty and the risk appetite of Council; supporting compliance with legislative, contractual and policy requirements; managing threats to people, property and the environment; and enhancing the organisation's adaptability in a changing environment.

Council and its executive team have oversight of decisions that are affected by uncertainty. Risk management provides a mechanism to ensure:

- decisions are justifiable and based on reliable information;
- decisions take into account Council's risk appetite and tolerance;
- uncertainty, including the possibility of unexpected events, is taken into account when weighing the advantages and disadvantages of options;
- potential opportunities are considered and explored; and
- risks are recognised and appropriate controls are put in place with accountabilities assigned.

2 SCOPE

This policy applies to Councillors, council staff, volunteers, contractors and service providers engaged to conduct authorised Council business.

Risk Management is integrated into our strategic, operational and service planning; management systems and processes; and operations so that it is an integral part of our organisational culture.

3 POLICY

The Council will maintain a Risk Management Framework detailing its approach to risk management and to provide a consistent methodology to assess, prioritise and manage risk.

The Risk Management Framework will be approved by the Executive Management Team (and noted by the Audit Committee and Council) and reviewed at least every two years.

The Framework will be aligned to the Australian/New Zealand ISO Standard on Risk Management (AS/NZS ISO 31000:2018) and subsequent revisions.

 <p>BURNIE CITY COUNCIL</p>	COUNCIL POLICY		Document Code: CP-CBS-SG-027
	<p>Risk Management (DRAFT)</p> <p>Approved By: Council Doc Controller: General Manager File: 4/14/2</p>		<p>Version: 4.0 Approved Date: DD Mon YYYY Next Review Date: + 3 years</p>

3.1 Strategic Risk Management

Council will maintain a strategic risk register of the risks that could materially impact the delivery of Council’s long term vision or strategic plan.

Strategic risks, controls and improvement actions will at a minimum be considered by:

- the Council at the commencement of the annual planning process (usually October)
- the Audit Committee as part of development of audit and compliance plans
- the Executive Management Team (EMT) in developing Council’s annual operational plan and on a quarterly basis.

Council will set a separate risk appetite for each individual strategic risk and its tolerance levels. Where possible these tolerance levels will be quantified.

Any material negative changes in strategic risks will be reported to the General Manager, Council and Audit Committee as soon as practical.

The General Manager is accountable for the management of strategic risks but may delegate management of particular strategic risks to a Director or Manager.

3.2 Operational and Service Risk Management

Council will maintain an operational risk register of the key risks faced in its operating environment.

Identified managers are accountable for the management of operational risks. While risk management will be continuous, a full operational risk review will be conducted as part of the annual planning process each year.

A separate risk appetite will be set for each operational risk in the form of a target risk rating. In general, the following minimum treatment will apply for each risk rating:

Risk Rating	Minimum treatment	Description
Extreme (Catastrophic)	Reject and avoid or mitigate	Immediate action required in consultation with EMT to either avoid the risk entirely or to reduce the risk to a low, medium or high rating
High risk	Accept and mitigate	These risks need to be mitigated with actions as required and managers need to be assigned these risks
Medium risk	Accept	Manage by specific monitoring or response procedures
Low risk	Accept	Manage by routine procedures

The status of extreme, high and any operational risks outside the target risk rating will be reviewed and reported monthly to Directors and quarterly to EMT.

	COUNCIL POLICY		Document Code: CP-CBS-SG-027
	Risk Management (DRAFT)		Version: 4.0
Approved By: Council	Doc Controller: General Manager	File: 4/14/2	Approved Date: DD Mon YYYY
			Next Review Date: + 3 years

Any material negative change in operational risk will be reported to the EMT and where appropriate Council and Audit Committee as soon as practical.

Operational risks will be reviewed and where appropriate updated as part of internal and external audits or following a material event e.g. restructure, system change, injury.

Service level risks will be identified through the annual service planning process. The service manager will be responsible for managing service level risk and will report quarterly, as part of the quarterly service reporting, to EMT and Council.

3.3 Project Risk Management

Risk management will be integrated with project management including key decision making and reporting processes.

The status of high priority projects will be reported at least quarterly to the Council and community.

3.4 Risk Management Awareness and Capability

Councillors, staff and where required volunteers and contractors will be appropriately briefed in relevant risk management principles, practices and processes.

Those staff with specialist risk and compliance roles will be supported to develop and maintain appropriate qualifications.

3.5 Risk Management Committee


The Risk Management Committee is a sub-Committee of the Executive Management Team and supports the General Manager in developing and maintaining a corporate approach to managing risk in the organisation. The Risk Management Committee has terms of reference approved by EMT and meets on at least a bi-monthly basis.

4 RELATED DOCUMENTS

Risk Management Framework GL-OGM-HR-001
Business Continuity Plan GL-OGM-RM-002
Risk Management Committee Terms of Reference

5 LEGISLATION AND STANDARDS

Local Government Act 1993
Work Health and Safety Act 2012
Work Health and Safety Regulations 2012
AS/NZS ISO 31000 Risk Management

 BURNIE CITY COUNCIL	COUNCIL POLICY	
	Risk Management (DRAFT)	
Approved By: Council	Document Code: CP-CBS-SG-027	
Doc Controller: General Manager	Version: 4.0	
File: 4/14/2	Approved Date: DD Mon YYYY	
	Next Review Date: + 3 years	

Policy Endorsement	
Responsibility:	It is the responsibility of the General Manager to ensure appropriate procedures and practices are implemented to support this policy. It is the responsibility of the Governance and Strategic Unit to maintain this policy in the Corporate Document Register.
Minute Reference:	TBC
Council Meeting Date:	TBC
Strategic Plan Reference:	Strategy 7.1.1 Formulate policy that is equitable, inclusive and responsive to current needs, and ensure decision-making is informed and accountable.
Previous Policies Replaced:	This policy replaces the previous Risk Management Policy CP-CBS-SG-027 version 3.0 dated 12 December 2017 (Item AO315-17, 12 December 2017).
Date of Commencement:	TBC
Publication of policy:	Members of the public may inspect this policy at the City Offices where copies can be obtained free of charge. Alternatively it can be accessed on Council's website (www.burnie.net)

GENERAL MANAGER**AO033-21 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 Mayor’s Communications
- 2.2 General Manager’s Communications
- 2.3 Notification of Council Workshops
- 2.4 Correspondence for Noting
- 2.5 Council Meeting Action List

2.1 MAYOR’S COMMUNICATIONS

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

- Meeting with Ailsa Sykes, Ruth Dowty, Matt Pigden and Tony Willmott – TasWater
- Meeting with Craig Brakey and Alan Bradford – West Coast Renewable Energy P/L
- Business North West – General Meeting
- WxNW Audit and Risk Committee Meeting
- Regional Tourism Forum and Tourism Industry Lunch
- WxNW Board Meeting
- Hellyer College – Evening of Excellence
- Meeting with Tasmanian NW Islamic Association
- Burnie Pipe Band – Burns Night
- Australian Open

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

- Ten Days on the Island Festival Program Launch attended by Deputy Mayor Giovanna Simpson

2.2 GENERAL MANAGER'S COMMUNICATIONS

The General Manager advises that the following meetings, events or appointments were attended since the last Council Meeting report:

Date	Meeting / Function
20 January	Meeting with Ailsa Sypkes, Ruth Dowty, Matt Pigden and Tony Willmott – TasWater
	Meeting with Craig Brakey and Alan Bradford - WestCoast Renewable Energy P/L
	Business North West General Meeting
21 January	Meeting with Tania Triffitt and Rachel Beech - Just Cats
	Nintex Workflow Wonders: City of Joondalup - Webinar
25 January	Meeting with Donald Wells and Darrell Jeffrey - NW Kart Club
27 January	UTAS/BCC West Park Transition Working Group
28 January	Meeting with Amy Degnan and John Charles - FactoryTen
	Meeting with Geoff Atkinson and Gary Cook - Abattoir site
29 January	Regional Tourism Forum
	Meeting with Kerri Symington
1 February	Phone meeting with Phil Hoggett - TasPorts
	West Park Site Tour with Jim Cavaye - UTAS
2 February	Meeting with Anita Dow MP
3 February	Meeting with Julie Harris and Tich Ferencz – Friends of the BRM
	TasWater Owners Representatives Quarterly Briefing - North West
4 February	Carers Tas Australia - Carers in the Burnie Region discussion
	Meeting with Katie Cooper – Metro Tas
	Planning COVID-19 Recovery with Big Data - Webinar
8 February	Meeting with Business North West
9 February	Meeting with Matthew Atkins – Devonport City Council
10 February	Meeting with Denise McIntyre, State Roads – Department of State Growth
12 February	Meeting with Craig Milburn, Kempsey Shire Council

2.3 NOTIFICATION OF COUNCIL WORKSHOPS

Workshop	2 February 2021	
Councillors in attendance	Deputy Mayor Simpson, Cr Boyd, Cr Bulle, Cr Brumby (via zoom link), Cr Dorsey, Cr Keygan, Cr Lynch, Cr Pease	
Apologies	Mayor Kons	
Items Discussed	Purpose, Strategic Planning and Support for Council decision making	Presentation to Councillors
	Outstanding Council Meeting Actions	Discussion with Councillors

Workshop	9 February 2021	
Councillors in attendance	Cr Boyd, Cr Bulle, Cr Brumby, Cr Dorsey, Cr Keygan, Cr Lynch, Cr Pease	
Apologies	Mayor Kons, Deputy Mayor Simpson	
Items Discussed	Capital Works Projects	Presentation to Councillors
	TPT Wealth	Discussion with Councillors
	Coastal Pathway – Eastern Leg	Discussion with Councillors
	Food Organics and Garden Organics (FOGO)	Discussion with Councillors
	Bike Education Facility - Shorewell	Discussion with Councillors
	Local Roads Community Infrastructure – Funding Program	Discussion with Councillors
	General Manager’s Update	Discussion with Councillors

2.4 CORRESPONDENCE FOR NOTING

Correspondence for Noting is **attached** as per the list below.

2.5 COUNCIL MEETING ACTION LIST

The action lists from Council Meetings in Open Session are **attached** at the end of this report.

ATTACHMENTS

1. Correspondence from Hon Elise Archer MP - Approval of Grant for BRM & BRAG Operations
2. Correspondence from TasWater - Interim Dividend Announcement
3. Correspondence from TasWater - Revised Capital Delivery Office (CDO) Contracts
4. Open Session - All Actions - 27 January 2021
5. Open Session - Outstanding Actions Feb 2019 - Dec 2020

COUNCIL RESOLUTION

Resolution number: MO036-21

MOVED: *Cr T Brumby*

SECONDED: *Cr A Keygan*

“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

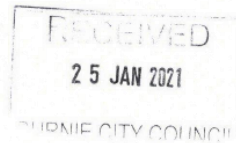
Attorney-General
Minister for Justice
Minister for Corrections
Minister for Building and Construction
Minister for the Arts
Minister for Heritage

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



20 JAN 2021

Mayor Steve Kons
Burnie City Council
77 - 79 Wilmot Street
BURNIE TAS 7320



Steve

Dear Mayor Kons

I refer to your organisation's recent application to the 2021-22 round of Arts Tasmania's Cultural Heritage Organisations (multi-year).

Based on the recommendations of the peers from the Cultural and Creative Industries Expert Register, I have approved a grant of \$119 553 towards the Burnie Regional Museum and Art Gallery's operations in 2021-22.

Arts Tasmania will be in touch with more information, including the grant paperwork, in the New Year.

Should you have any questions, please contact Arts Tasmania by telephone on 03 6165 6666 or by email at ashlee.davis@arts.tas.gov.au.

I look forward to hearing of the outcomes of this activity and wish you every success.

Yours sincerely

A handwritten signature in blue ink, appearing to be "Elise Archer".

Hon Elise Archer MP
Attorney-General
Minister for the Arts



TW HPE ref: 21/5686

1 February 2021

Owner's Representative
Via email

Dear Owner's Representative

TasWater Interim Dividend Announcement

In April 2020 TasWater made the difficult decision to suspend dividend payments to Owner Councils due to the significant financial impacts of COVID-19 and the associated heightened levels of economic uncertainty. This decision was not made lightly, however, was ultimately considered to be necessary given the material underlying loss that was forecast at the time.

In preparing the FY2020/21 budget TasWater sought to balance the needs of all stakeholders, whilst at the same time ensuring that we exercised sound financial management practices. The budget projected an underlying loss of \$24.3M and consequently we were unable to provide for any dividend payments during the financial year. However, the TasWater Board committed to regularly updating Owners on the financial results throughout the year, with a view to reinstating dividends payments as soon as possible.

I am pleased to report that our six-monthly results to 31 December 2020 are materially better than forecast. A half year underlying profit of \$5.9M was achieved, being \$13.7M better than the budgeted level. The main drivers of the favourable underlying results were lower bad debt expenses (\$6.1M) and the reversal of a component of the small business rebate provision that is no longer considered necessary (\$5.7M). Given the improved performance, the TasWater Board has met and approved the payment of an interim dividend of \$5.0M. It is anticipated that this will be paid to Owner Councils on 15 February 2021.

The Board also considered the potential for a further dividend payment this financial year. It was agreed that TasWater would target an additional \$5.0M dividend payment, with a decision to be made by the Board in June 2021 as to whether the underlying results support payment of the additional dividend. To achieve the targeted dividend payment TasWater would need to generate a year-end underlying profit of \$10.0M or greater, so as to fit within our dividend policy and meet with good commercial practice. The dividend decision in June 2021 will also consider other factors such as the status of the COVID-19 pandemic in Tasmania and nationally.

Management will continue to monitor the actual impact of COVID-19 as the easing of financial support measures accelerate. This will help inform further updates to Owners during regular ORG quarterly meetings on the likelihood of the additional dividend.

Tasmanian Water & Sewerage Corporation Pty Ltd
GPO Box 1393 Hobart Tas 7001
Email: enquiries@taswater.com.au
Tel: 13 6992
ABN: 47 162 220 653



If you have any queries regarding this matter, please contact either myself or Matt Pigden via email at matthew.pigden@taswater.com.au.

Yours sincerely

A handwritten signature in black ink, appearing to read "Stephen Gumley".

Dr Stephen Gumley AO
Chairman



TW HPE ref: 21/5373

29 January 2021

Capital Delivery Office Contracts

In response to feedback supplied by the contracting and consulting market, TasWater and our CDO alliance partners UGL and CPB have reviewed the suite of contract documentation to be used for our capital program.

The terms and conditions for lower risk/lower complexity works now more closely align with TasWater's previous suite of contract documentation. These works may be contracted by either TasWater or our CDO partners using "short form" contracts. While there are subtle differences in the wording depending on who is issuing the contract, these are largely around matters such as language (i.e. informal or more formal language) and structure, rather than the substance of parties' rights and obligations.

Changes have also been made to the terms and conditions for higher risk/higher complexity works, which will continue to be contracted through the CDO under the Major Works Contracts and Major Services Contracts. Some of the key changes to these terms and conditions to include:

- Inclusion of provisions in respect of latent conditions, force majeure and a liability cap
- Removal of the provision in relation to directors' guarantees
- Incorporation of the explicit requirement for the CDO to act reasonably in a variety of circumstances (e.g. approval of subcontractors)
- Adjustments to a variety of time periods under the contract (e.g. duration of suspension)
- Further clarity in relation to a number of provisions (e.g. the contractor's right to claim a variation where a scope change results from changes to documents and other information).

We would now like give you the opportunity to review the contracts and provide your feedback .

We would appreciate any feedback within the next two weeks, by COB Friday 12 February. The documents are available for your review on our website at www.taswater.com.au/contractfeedback.

We will be considering all feedback before we progressively commence rolling the new contracts out to the market. You can either submit your feedback on the website www.taswater.com.au/contractfeedback or email us at contractfeedback@taswater.com.au.

As you are probably aware, late last year we announced that TasWater will be taking direct responsibility for simpler, lower-cost works, particularly those that require a level of urgency. This will free-up the CDO to focus on delivering medium and large-scale projects that demand detailed planning and significant construction expertise. The work to implement this change is under way, with the detailed mobilisation plan now complete.

Tasmanian Water & Sewerage Corporation Pty Ltd
GPO Box 1393 Hobart Tas 7001
Email: enquiries@taswater.com.au
Tel: 13 6992

ABN: 47 162 220 653



It will be clearly identified at tender stage whether a project is being contracted by either TasWater directly, or through the CDO. A number of projects will be issued through TasWater's Tenderlink site and TasWater's existing panel contracts in February.

Thank you to those who have provided input into this process already and we look forward to working closely with you as we move forward.

Yours sincerely

A handwritten signature in black ink, appearing to read "Michael Brewster".

Michael Brewster
Chief Executive Officer

Council Meeting Action Report				
All Actions for Open Meeting of 27 January 2021				
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note			Date From: 27/01/2021	Date To: 27/01/2022
			Printed: Monday, 15 February 2021	
Item Number	Report Title	Action	Department	Completed
AO003-21	MOTION ON NOTICE - ART WORKS	1 Feb 2021 RES: Refer the future of the art works in the Plaza to the Public Art Projects Special Committee for consideration, as per Item AO003-21.	Community and Economic Development	
Council 27/01/2021				
AO004-21	MOTION ON NOTICE - INTRODUCTION OF "PROPOSITIONS" (REFERENDUMS)	1 Feb 2021 RES: Submit to the next LGAT meeting a proposal to introduce Propositions (referendums) for local and state government, as per council resolution AO004-21.	Office of the General Manager	
Council 27/01/2021				
AO005-21	MOTION ON NOTICE - CBD GREENING	1 Feb 2021 RES: Plan for the removal of concrete infills in the CBD medians and replace with planted greenery, in accordance with council resolution AO005-21.	Works and Services	
Council 27/01/2021				
AO006-21	PUBLIC QUESTION TIME	1 Feb 2021 ACT: Provide a written response to Ian Jones on his public question (#2) regarding project updates.	Office of the General Manager	
Council 27/01/2021				
AO011-21	GENERAL MANAGER'S REPORT - OPEN SESSION	1 Feb 2021 ACT: Send a thank you to DSG for the tidy up works undertaken on Bass Highway in late 2019. 2 Feb 2021 Action Complete: Appreciation for the work carried out on the Bass Highway , prior to Christmas 2020 , provided by email to DM Works - DSG maintenance contractor	Works and Services	2/02/2021
Council 27/01/2021				
AO016-21	APPOINTMENT OF ACTING GENERAL MANAGER - 2021	1 Feb 2021 ACT: Update the Register of GM Delegations with current Acting Appointment, per AO016-21. 5 Feb 2021 Action Complete: Delegations document updated and published.	Corporate and Business Services	5/02/2021
Council 27/01/2021				
AO017-21	COMMUNICATIONS JOURNAL JANUARY 2021	1 Feb 2021 ACT: Provide an acknowledgement to Toll Shipping Executive GM for his letter dated 18 December 2020, tabled AO017-21. 12 Feb 2021 Action Complete: DOC ID 21/21160	Office of the General Manager	12/02/2021
Council 27/01/2021				
AO018-21	COMMUNICATIONS JOURNAL - PETITION - TRAFFIC IN SWANSTON STREET, BROOKLYN	1 Feb 2021 RES: Provide a response to Jutta Franz outlining Council's response in relation to the petition re Swanston Street traffic, submitted under Item AO018-21. 2 Feb 2021 NOTE: Letter of response provided. Traffic study in progress.	Works and Services	
Council 27/01/2021				

Council Meeting Action Report				
All Actions for Open Meeting of 27 January 2021				
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note			Date From: 27/01/2021	Date To: 27/01/2022
			Printed: Monday, 15 February 2021	
Item Number	Report Title	Action	Department	Completed
AO019-21	COMMUNICATIONS JOURNAL - BURNIE VICTORIA LEAGUE FOR COMMONWEALTH FRIENDSHIP IN TASMANIA - APPLICATION FOR RECOGNITION OF SERVICE (COMMUNITY ORGANISATIONS)	1 Feb 2021 RES: Arrange for the installation of a recognition plaque for the Burnie Victoria League in Oakleigh Park, as per the resolution of Council AO019-21. 12 Feb 2021 Action Complete: DOC ID 21/9824	Office of the General Manager	12/02/2021
Council 27/01/2021				
AO024-21	COMMUNICATIONS JOURNAL - BUSINESS NORTH WEST - FUNDING FOR POP UP TRANSPORTABLE CONTAINER	1 Feb 2021 RES: Submit a grant application for a pop-up multi-purpose information container, as per Item AO024-21.	Community and Economic Development	
Council 27/01/2021				
AO017-21	COMMUNICATIONS JOURNAL JANUARY 2021	1 Feb 2021 ACT: Provide an acknowledgement to Football Tasmania CEO for his letter dated 16 Dec 2020, per AO017-21. 12 Feb 2021 Action Complete: DOC ID 20/15735	Office of the General Manager	12/02/2021
Council 27/01/2021				
AO017-21	COMMUNICATIONS JOURNAL JANUARY 2021	1 Feb 2021 ACT: Provide an acknowledgement to CCA CEO for the annual plan progress report, per AO017-21. 12 Feb 2021 Action Complete: DOC ID 21/21162	Office of the General Manager	12/02/2021
Council 27/01/2021				

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions 30 Jan 2018 to Dec 2020		Date To: 31/12/2021	
		Printed: Monday, 15 February 2021	
Key: RES = Action arising from Resolution; ACT = Action required in addition;			
QON = Question on Notice; NOTE = Progress Note			
Item Number	Report Title	Action	Department Completed
AO011-18	MOTION ON NOTICE - PROPOSED RECREATIONAL PIER	31 Jan 2018 Write to the State Government to request financial support to complete a feasibility study for a recreational pier at West Beach, in accordance with the resolution of Council AO011-18. 7 Feb 2018 NOTE: Letter prepared for Minister Hidding. Awaiting comment from State Government. 11 May 2018 NOTE: Awaiting response from the State government 25 Jun 2018 NOTE: Awaiting advice from SG. 2 Oct 2018 NOTE: Follow up letter sent to Minister's office 14 Dec 2018 NOTE: No response to date 4 Mar 2019 NOTE: No response received as at 4 march 26 Nov 2019 NOTE: Further correspondence drafted to new minister in regard to this matter	Works and Services
Council 30/01/2018			
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			

Council Meeting Action Report		Outstanding Actions for Open Sessions 30 Jan 2018 to Dec 2020	
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note		Date From: 30/01/2018 Date To: 31/12/2021 Printed: Monday, 15 February 2021	
Item Number	Report Title	Action	Department Completed
AO198-18	MOTION ON NOTICE - SINGLE USE PLASTICS	23 Aug 2018 RES: Develop and communicate a council-wide approach to the banning of single use plastics at all Council-run events, and encourage the same by external events on council property in accordance with the resolution of Council AO198-18. 5 Sep 2018 NOTE: Initial discussion of ban workshopped with Aldermen 28 August. Council officers to present draft policy in early 2019. 18 Jan 2019 NOTE: A working group established to develop policy 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 30 Oct 2020 NOTE: On hold due to impact of COVID on events	Community and Economic Development
Council 21/08/2018			
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. 1 Jul 2020 NOTE: Investigations progressing in sound quality at chambers for improved recording and potential livestreaming options.	Corporate and Business 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 Youth development officer has carriage of project. Currently liaising with relevant agencies 4 May NOTE: To be reviewed as part of Street Art Working Group	Community and Economic Development
Council 18/06/2019			
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 6 Apr 2020 NOTE: Working Group has been suspended	Community and Economic Development
Council 20/08/2019			

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions 30 Jan 2018 to Dec 2020		Date To: 31/12/2021	
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QON = Question on Notice; NOTE = Progress Note			
Item Number	Report Title	Action	Department Completed
AO244-19	MOTION ON NOTICE - SMOKING BAN IN CBD	<p>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.</p> <p>24 Feb 2020 NOTE: scheduled for Council workshop in March 2020</p> <p>3 Aug 2020 NOTE: Discussed at Council workshop on 28 July 2020</p> <p>7 Jan 2021 NOTE: Matter still under investigation.</p> <p>Required actions include -</p> <p>AO 244-19 - investigate matters relevant to a smoke free area declaration for Burnie town centre</p> <p>AO 043-20 - consider removal of cigarette butt bins from the Burnie town centre</p> <p>AO 236-20 - undertake independent survey to identify community views and opinions on a smoke free area declaration</p> <p>AO 290-20 - invite DHHS tobacco control officers to discuss issues associated with a smoke free area declaration</p>	Land and Environmental Services
Council 17/09/2019			
AO245-19	MOTION ON NOTICE - MAGAZINE OR NEWSLETTER OF ACTIVITIES, FUNCTIONS AND EVENTS	<p>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.</p>	Corporate and Business Services
Council 17/09/2019			
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	<p>21 Nov 2019 RES: Negotiate a community lease with PCYC, in accordance with the resolution of Council AO311-19.</p> <p>30 Oct 2020 NOTE: Discussions taking place with Aquatic Centre regarding shared spaces</p>	Community and Economic Development
Council 19/11/2019			
AO334-19	MOTION ON NOTICE - PUBLIC MEET AND GREET	<p>12 Dec 2019 ACT: Make arrangements for Councillor quarterly public meet and greet sessions to commence February/March 2020.</p> <p>3 Apr 2020 NOTE: Planning undertaken for remainder of 2020 but deferred due to Covid 19 restrictions</p>	Corporate and Business Services
Council 10/12/2019			

Council Meeting Action Report				
Outstanding Actions for Open Sessions 30 Jan 2018 to Dec 2020				
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			Printed: Monday, 15 February 2021	
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. 1 Jun 2020 NOTE: Meeting had been arranged between Historical Society and Architects but was postponed due to COVID	Community and Economic Development	
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				
AO065-20	MOTION ON NOTICE - CBD VEHICLE AND CARAVAN PARKING	24 Mar 2020 RES: Investigate a location within the CBD suitable for paid parking for vehicles towing a caravan in accordance with the resolution of Council AO065-20. 7 Jan 2021 NOTE: preferred site at Portside has been occupied since December 2020 by COVID Testing Unit	Land and Environmental Services	
Council 17/03/2020				
AO071-20	MOTION ON NOTICE - BURNIE 'HASHTAG' SIGN	24 Mar 2020 RES: Investigate locations for Burnie 'hashtag' sign and provide report back to Council in accordance with the resolution of Council AO071-20.	Works and Services	
Council 17/03/2020				
AO111-20	PHASE ONE - COVID-19 COMMUNITY SUPPORT PACKAGE	29 Apr 2020 RES: Negotiate with the Zodiacs Gymnastic Club to transfer to a community lease in accordance with the resolution of Council AO111-20. 4 May 2020 NOTE: Negotiations have commenced with Zodiacs	Community and Economic Development	
Council 28/04/2020				
AO111-20	PHASE ONE - COVID-19 COMMUNITY SUPPORT PACKAGE	29 Apr 2020 RES: Develop a promotions and events program to support the community in its recovery from COVID-19, in accordance with the resolution of Council AO111-20. 4 May 2020 Business North West notified of Councils decision.	Community and Economic Development	
Council 28/04/2020				
AO163-20	MOTION ON NOTICE - BURNIE PROMOTION	23 Jul 2020 RES: Report proposed ideas for messages of support to Burnie, to a council workshop, in accordance with the resolution of Council AO163-20.	Works and Services	
Council 21/07/2020				

Council Meeting Action Report		Date From: 30/01/2018	
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AO164-20	MOTION ON NOTICE - OLDAKER FALLS, BURNIE PARK	23 Jul 2020 - RES: Plan for the revitalisation of Oldaker Falls surrounds, and workshop proposed plans with Council, in accordance with Council resolution AO164-20. 6 Aug 2020 NOTE: Improvement plan being developed. To be workshopped with Council	Works and Services
Council 21/07/2020			
AO238-20	MOTION ON NOTICE - WELCOME TO BURNIE SIGN - ROUNDHILL	22 Oct 2020 - 2:06 PM - Michelle Neasey RES: Develop signage concepts for entry signage at Roundhill, for consideration at a council workshop, with implementation planned for the current financial year, in accordance with the resolution of Council AO238-20.	Works and Services
Council 20/10/2020			
AO265-20	MOTION ON NOTICE - DUAL NAMING POLICY	18 Nov 2020 RES: Undertake community consultation (both Aboriginal and non-Aboriginal), and progress to develop a dual naming policy for Burnie, in accordance with the report and resolution of Council AO265-20.	Community and Economic Development
Council 17/11/2020			
AO268-20	VIEW ROAD RESERVE WORKING GROUP MEMBERSHIP	18 Nov 2020 RES: Prepare letters of appointment to the approved members of the View Road Reserve Working Group, in accordance with the resolution of Council, AO268-20.	Community and Economic Development
Council 17/11/2020			
AO269-20	WIVENHOE PROPERTY WORKING GROUP EXPRESSION OF INTEREST PROCESS	18 Nov 2021 RES: Coordinate 5x community leases for the tenants approved for lease at Wivenhoe, in accordance with the resolution of Council AO269-20 (Men's Shed, Fairy GM's, NWCC, St John's Amb, EB Lions).	Community and Economic Development
Council 17/11/2020			
AO269-20	WIVENHOE PROPERTY WORKING GROUP EXPRESSION OF INTEREST PROCESS	18 Nov 2020 RES: Coordinate 5x licence agreements with approved licensees at Wivenhoe, in accordance with the resolution of Council AO269-20. (City of Burnie Lions, Rotary Burnie, Soroptimists, Pigeon Club, Realm of Gaming) 24 Dec 2020 NOTE: Lessees contacted - leases being drafted	Community and Economic Development
Council 17/11/2020			
AO270-20	GENERAL MANAGER'S REPORT - OPEN SESSION	18 Nov 2020 ACT: Undertake a review of outstanding council meeting actions with councillors at workshop. 24 Nov 2020 NOTE: Scheduled for discussion at workshop on 2/2/21	Office of the General Manager
Council 17/11/2020			

Council Meeting Action Report		Outstanding Actions for Open Sessions 30 Jan 2018 to Dec 2020		
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note		Date From: 30/01/2018	Date To: 31/12/2021	
		Printed:	Monday, 15 February 2021	
Item Number	Report Title	Action	Department	Completed
AO290-20	MOTION ON NOTICE - COUNCIL AS A PLANNING AUTHORITY	9 Dec 2020 RES: Submit to the March LGAT General Meeting Council's motion for LGAT to investigate an amendment to LUPAA to relating to council's role as a planning authority and the potential establishment of an independent development assessment panel to determine a permit application, as outlined in detail per AO290-20.	Office of the General Manager	
Council 8/12/2020				
AO292-20	MOTION ON NOTICE - EMUSICIANS - FUNDING	9 Dec 2020 RES: Refer the Emusicians request for financial support for buses, to the Financial Assistance Grants program, as per AO292-20.	Community and Economic Development	
Council 8/12/2020				
AO003-21	MOTION ON NOTICE - ART WORKS	1 Feb 2021 RES: Refer the future of the art works in the Plaza to the Public Art Projects Special Committee for consideration, as per Item AO003-21.	Community and Economic Development	
Council 27/01/2021				
AO004-21	MOTION ON NOTICE - INTRODUCTION OF "PROPOSITIONS" (REFERENDUMS)	1 Feb 2021 RES: Submit to the next LGAT meeting a proposal to introduce Propositions (referendums) for local and state government, as per council resolution AO004-21.	Office of the General Manager	
Council 27/01/2021				
AO005-21	MOTION ON NOTICE - CBD GREENING	1 Feb 2021 RES: Plan for the removal of concrete infills in the CBD medians and replace with planted greenery, in accordance with council resolution AO005-21.	Works and Services	
Council 27/01/2021				
AO006-21	PUBLIC QUESTION TIME	1 Feb 2021 ACT: Provide a written response to Ian Jones on his public question (#2) regarding project updates.	Office of the General Manager	
Council 27/01/2021				
AO018-21	COMMUNICATIONS JOURNAL - PETITION - TRAFFIC IN SWANSTON STREET, BROOKLYN	1 Feb 2021 RES: Provide a response to Jutta Franz outlining Council's response in relation to the petition re Swanston Street traffic, submitted under Item AO018-21. 2 Feb 2021 NOTE: Letter of response provided. Traffic study in progress.	Works and Services	
Council 27/01/2021				
AO024-21	COMMUNICATIONS JOURNAL - BUSINESS NORTH WEST - FUNDING FOR POP UP TRANSPORTABLE CONTAINER	1 Feb 2021 RES: Submit a grant application for a pop-up multi-purpose information container, as per Item AO024-21.	Community and Economic Development	
Council 27/01/2021				

GENERAL MANAGER**AO034-21 REVIEW OF COUNCIL PLANS AND STRATEGIES**

FILE NO: 4/13/2
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT Council resolve to retire and archive the Sustainable Murchison Community Plan; Economic Development Plan 2011; Age Friendly Communities Plan 2016; Youth Strategy 2017-2020; Burnie Regional Museum and Burnie Regional Art Gallery Plan 2016-2021; Communications Strategy 2010; Regional Playspace Consultation Report 2018; Ridgley Stormwater Investigations Report 2018; South Burnie Foreshore Strategic Design and Master Plan 2011; Open Space Development Strategy 2010; Burnie Heritage Study 2010; Burnie West Coast Area 2010 (including Stage 1 Strategic land use guidelines – draft; Stage 1 Appendices; Stage 2 Masterplans for Camdale and Cooe Point 2011); Paper Mill Site Assessment 2010; West Park Strategic Plan 2008 (including West Park Strategic Plan Summary stages 1, 2 & 3; West Park Strategic Plan Stage One – Information Gathering; West Park Strategic Plan Stage Two – Information Analysis; West Park Strategic Plan Stage Three – Strategic Planning Guidelines .”

2.0 SUMMARY

Council has reviewed current Council endorsed plans and strategies and can retire and archive a significant number of them to achieve better alignment between strategic intent and capability, clearer focus and strengthen accountability. The archived material will remain publicly available, but it will be clear that they are no longer current.

3.0 BACKGROUND

Over multiple preceding years Council has developed a significant number of strategic documents. The full list is detailed below. The status of many of these strategies and plans is unclear. In some cases they appear past or out dated. Most purport to require actions on the part of Council staff, yet the majority of actions have not been, nor can they be, progressed given past, current or future resources and organisation capability.

Councillors are frustrated by a lack of clear strategy and poor delivery. Staff are not clear on Council's strategic priorities because of the number of strategies, plans and attendant actions. Consequentially, there is a lack of clear focus, commitment and accountability.

4.0 LEGISLATIVE REQUIREMENTS

The *Local Government Act 1993* currently requires Council to have a 10 year strategic plan (section 66); a long-term financial plan (section 70); a long-term asset management plan (section 70B); an annual plan (section 72) and budget estimates for each financial year (section 82). All of the legislatively required plans are maintained and can be reviewed and improved over time.

5.0 POLICY CONSIDERATIONS

Council will maintain all strategies and plans required by legislation. Council's current approach to strategic planning is cluttered and confusing. Rationalising the number and scope of strategic documents will assist Council in focussing on its priorities and staff in being clear about Council's requirements and delivering against those.

6.0 FINANCIAL IMPACT

There are no costs associated with this decision, however it will assist in ensuring Council's resources are focussed on Council's priorities and core mandated or required services.

7.0 DISCUSSION

Councillors reviewed the number of Council's strategies and plans at a recent workshop and discussed the option of rationalising the significant number of such documents. Shown below is the full list of Council endorsed strategies and plans. Those recommended to retire and archive are marked through with the strike-out, for ease of reference.

Council currently has the following **Organisation Strategy Documents**

- Making Burnie 2030 – Community Strategic Plan
- Burnie City Council Corporate Plan 2020-2024
- Financial Management Strategy 2020
- Annual Plan and Budget Estimates 2020
- Settlement and Investment Strategy for Burnie 2017
- ~~Sustainable Murchison Community Plan~~
- ~~Economic Development Plan 2011~~
- ~~Age Friendly Communities Plan 2016~~
- Waste Management Strategy 2018-2023
- ~~Youth Strategy 2017-2020~~
- ~~BRM-BRAG Strategic Plan 2016-2021~~
- ~~Communications Strategy 2010~~

Council also currently has the following **Planning and Infrastructure Strategic Documents**

- Strategic Asset Management Plan 2020-2029
- ~~Regional Playspace Consultation Report 2018~~
- ~~Ridgley Stormwater Investigations Report 2018~~
- Stormwater System Master Plan 2017
- City Centre Master Plan 2017
- Road Network Strategy 2016
- View Road Reserve Management Plan 2016 (to be updated)
- ~~South Burnie Foreshore Strategic Design and Master Plan 2011~~
- ~~Open Space Development Strategy 2010~~
- ~~Burnie Heritage Study 2010~~
- ~~Burnie West Coast Area 2010~~
 - ~~Stage 1 Strategic land use guidelines – draft~~
 - ~~Stage 1 Appendices~~
 - ~~Stage 2 Masterplans for Camdale and Cooee Point 2011~~
- ~~Paper Mill Site Assessment 2010~~
- Weed Management Plan 2009 (to be updated)
- ~~West Park Strategic Plan 2008~~
 - ~~West Park Strategic Plan Summary (Stages 1, 2 & 3)~~
 - ~~West Park Strategic Plan Stage One – Information gathering~~
 - ~~West Park Strategic Plan Stage Two – Information Analysis~~
 - ~~West Park Strategic Plan Stage Three – Strategic Planning Guidelines~~

The majority of the strategies and plans recommended to be retired are at the end of life. Two are no longer 'valid' given the significant change to Council's operating environment caused by the COVID 19 pandemic. The first is the BRM-BRAG Strategic Plan 2016-21, which is also near its end of life.

The second is the Sustainable Murchison Community Plan. Council partnered with a number of other North-West Region Councils in this plan, however the assumptions and operating environment that existed at the time this plan was endorsed are no longer valid. Council is not in a position to continue to resource this plan and should a decision be made to retire it, officers will explain the rationale to partner Councils and still seek to find ways to collaborate.

8.0 RISK

There are advantages in retiring these strategies and plans as discussed above and very little risk in retiring those strategies and plans that are past end of life. There is low risk that some interest groups may be concerned that particular strategies and plans are being retired. The reality is that none of these strategies and plans can be progressed and so it is better to be transparent.

Partner Councils in the Sustainable Murchison Community Plan may be disappointed by Council's decision, but again the reality is this plan is not being properly resourced currently and it is very unlikely to be able to be resourced in the future. Its focus is not a priority for Burnie Council at this time.

9.0 CONSULTATION

There has been no external consultation to date. Should Council endorse the recommendation officers will communicate with the small number of affected stakeholders.

COUNCIL RESOLUTION

Resolution number: MO037-21

MOVED: Cr D Pease

SECONDED: Cr G Simpson

“THAT Council resolve to retire and archive the Sustainable Murchison Community Plan; Economic Development Plan 2011; Age Friendly Communities Plan 2016; Youth Strategy 2017-2020; Burnie Regional Museum and Burnie Regional Art Gallery Plan 2016-2021; Communications Strategy 2010; Regional Playspace Consultation Report 2018; Ridgley Stormwater Investigations Report 2018; South Burnie Foreshore Strategic Design and Master Plan 2011; Open Space Development Strategy 2010; Burnie Heritage Study 2010; Burnie West Coast Area 2010 (including Stage 1 Strategic land use guidelines – draft; Stage 1 Appendices; Stage 2 Masterplans for Camdale and Cooe Point 2011); Paper Mill Site Assessment 2010; West Park Strategic Plan 2008 (including West Park Strategic Plan Summary stages 1, 2 & 3; West Park Strategic Plan Stage One – Information Gathering; West Park Strategic Plan Stage Two – Information Analysis; West Park Strategic Plan Stage Three – Strategic Planning Guidelines .”

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**AO035-21 REVIEW OF OUTSTANDING COUNCIL MEETING ACTIONS**

FILE NO: 15/5/7
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.4	A sustainable, viable financial future is assured and accountability is demonstrated through open and transparent processes.
Strategy	7.4.1	Ensure a long term strategic focus drives financial policy and decisions.

1.0 RECOMMENDATION:

“THAT Council note the information contained in this report about the status of each outstanding action and agree to close actions AO011-18; AO105-18; AO126-18; AO198-18; AO311-18; AC025-19; AO161-19; AO218-19; AO245-19; AO311-19; AO344-19; AO065-20; AO111-20; AC049-20; AO111-20; AO141-20; AO193-20; AO270-20; AO269-20; AO268-20; AO292-20; AO290-20.”

2.0 SUMMARY

This report reviews the status of outstanding actions from Council Meetings.

3.0 BACKGROUND

A standing agenda item at each Council meeting reports the status of all outstanding actions ARISING FROM PREVIOUS Council meetings. The oldest outstanding action dates from January 2018 and there are many items that have been outstanding for a considerable period of time.

The Mayor at a previous Council meeting suggested that Officers should review the outstanding actions and bring forward to Council recommendations on each.

4.0 LEGISLATIVE REQUIREMENTS

There is no legislative requirement relating to this agenda item.

5.0 POLICY CONSIDERATIONS

There are no policy implications.

6.0 FINANCIAL IMPACT

There is no financial impact.

7.0 DISCUSSION

The following comments and recommendations are made with respect to each outstanding action item on Council's Meeting Action Report.

Item No	Title	Comments
AO011-18	Proposed recreation pier	State Government has not engaged with Council to date – recommend close item.
AO105-18	West Parks Club Rooms	Recommend retain Working Group – Recommend close item.
AO126-18	Burnie Loop Trail	Signage to be installed in conjunction with Burnie Park – recommend close item as being operationalised.
AO198-18	Single use plastics	Recommend close item because of COVID19 impact – officers will explore use of environmentally sensitive materials at Council events.
AO311-18	Walking trails	Intention of motion will be achieved by Western coastal path – being operationalised – recommend close item.
AC025-19	Lease 10 Smith St, Wivenhoe	Being actioned – recommend close item.
AO161-19	Aurora Box Art Works	Recommend close item – to be considered in CBD re-development.
AO158-19	Livestream Council meetings	To be progressed.
AO189-19	FOGO	Being progressed – discussed at Council Workshop on 9 February 2021.
AO218-19	Street Art Working Group	Recommend close item – not progressed due to COVID19.
AO244-19	Smoking Ban CBD	To be progressed.
AO245-19	Magazine or newsletter	Recommend this not proceed and the item be closed.
AO311-19	Lease 1-5 Terrylands St, Burnie (PCYC)	Being actioned – recommend close item.
AO344-19	Public meet and greet	Recommend this not proceed and the item be closed.
AO045-20	Recycle bins at sport events	To be progressed.

Item No	Title	Comments
AO038-20	Old Burnie Inn	Hold pending budget discussions and decision on NWMAG.
AO071-20	Burnie 'Hashtag'	Funding allocated to project and assessing options.
AO065-20	CBD caravan parking	Recommend close item – site not currently available as being used as COVID testing site.
AO111-20	COVID19 Community support	Being actioned – recommend close item.
AC049-20	Audit Council's tender process	Complete – recommend close item.
AO111-20	Transfer of community lease (Zodiacs)	Being actioned – recommend close item.
AO141-20	Write to CCWVG	Actioned – recommend close item.
AO164-20	Oldaker Falls	Being actioned – discussed at Council workshop on 9 February 2021.
AC083-20	BAC – Director	GM to follow up.
AO163-20	Burnie promotion	Delayed due to resourcing.
AO193-20	South Burnie Beach – basketball hoop	Funding to be allocated in stage 2 South Burnie improvement – recommend close item.
AO194-20	View Road Working Group	Draft charter prepared – working group being convened February 2021.
AO239-20	Youth Traffic Park	Being actioned – discussed at Council workshop on 9 February 2021.
AO238-20	Welcome to Burnie sign	Delayed due to resourcing.
AO270-20	Review outstanding actions	This report completes this action – close.
AO265-20	Dual naming policy	Being actioned.
AO269-20	Wivenhoe property licences	Being actioned – recommend close item.
AO268-20	View Road Working Group Membership	Actioned – recommend close item.
AO263-20	Bass Highway maintenance	Letter sent to DSG – waiting response.
AO269-20	Wivenhoe property licences	As above
AO299-20	Appointments to special Committees	Action since complete, will be closed.
AO292-20	Emusicians funding	Actioned – recommend close item.
AO290-20	LGAT motion Council as planning	Actioned – recommend close item.

8.0 RISK

There is no foreseeable risk in closing the recommended items.

9.0 CONSULTATION

Discussed with councillors at workshop on 2 February 2021.

COUNCIL RESOLUTION

Resolution number: MO038-21

MOVED: Cr C Lynch

SECONDED: Cr T Brumby

“THAT Council note the information contained in this report about the status of each outstanding action and agree to close actions AO011-18; AO105-18; AO126-18; AO198-18; AO311-18; AC025-19; AO161-19; AO218-19; AO245-19; AO311-19; AO344-19; AO065-20; AO111-20; AC049-20; AO111-20; AO141-20; AO193-20; AO270-20; AO269-20; AO268-20; AO292-20; AO290-20.”

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

**AO036-21 COMMUNICATIONS JOURNAL - BURNIE WEST ROTARY CLUB -
REQUEST FOR EQUIPMENT****FILE NO: 2/17/3; 20/14540****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	1	AN ATTRACTIVE PLACE TO LIVE, WORK AND PLAY
Objective	1.3	A community that promotes and values its broad range of quality leisure, recreational and sporting opportunities.
Strategy	1.3.1	Enhance and promote opportunities for recreation and leisure around our natural assets

1.0 RECOMMENDATION:

“THAT Council ratify the waiving of fees for equipment and utensils from the Burnie Arts and Function Centre to support the Burnie West Rotary Club fundraising event.”

2.0 SUMMARY

A request has been received from the Burnie West Rotary Club for assistance in the supply of equipment for the fundraising event ‘Banquet by the Beach’ at the South Burnie Beach on 20 February 2021.

3.0 GENERAL MANAGER’S COMMENTS

As a result of the request Councillors were provided with the following Memo on 3 February 2021.

Council has received a request from the Burnie West Rotary Club seeking Council support for equipment and other items for a Banquet by the Beach Fundraising event. The request is attached.

While the Club qualifies under Council’s Community Assistance policy for the free hire of events equipment, the policy does not include the waiver of fees associated with the hire of catering equipment from the Burnie Arts and Function Centre.

BAFC staff have advised the total hire cost for equipment and utensils will be \$1,156, with the possible addition of 150 x white chair covers & black bows at an additional cost of \$450.

While Council does not cover the hire of arts and function centre items in its policy, it has in the past agreed to waive the fees for similar requests.

The fee waiver is outside the delegation of the General Manager and will therefore require a motion of Council, however the event will be held prior to the next Council meeting.

It is recommended that Council agree to the fee waiver as requested by the Club, with the cost applied to the Arts and Function Centre Community Support Fund.

Could Councillors please advise the General Manager of their support of this recommendation by return email, and a report will be included in the February Meeting Agenda to ratify the decision.

The General Manager received feedback from some Councillors who were concerned about the nature of this event but none indicated they opposed the recommendation to waive the fee.

ATTACHMENTS

1 [↓](#) Banquet by the Beach Fundraiser - Burnie West Rotary Club

COUNCIL RESOLUTION

Resolution number: MO039-21

MOVED: Cr K Dorsey

SECONDED: Cr D Pease

“THAT Council ratify the waiving of fees for equipment and utensils from the Burnie Arts and Function Centre to support the Burnie West Rotary Club fundraising event.”

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 WEST ROTARY BANQUET BY THE BEACH SOUTH BURNIE BEACH

(INTRODUCTION) TASMANIAN GROWN PRODUCE & BEVERAGES

Many Tasmanians don't realize to the extent the quality & bountiful produce we have access to in our State & territory waters. The old saying Tasmania and its food & beverage is a well kept secret from the rest of the world, also possibly just taken for granted by many Tasmanians. With the effect of COVID 19 it may well be a long time before our state recovers from this pandemic tourism wise. It is common knowledge throughout Australia and abroad that Tasmanian produce is fast becoming known world wide for its quality, freshness and for its naturally grown healthy food products. This includes Tasmanian gourmet meat cuts like kangaroo, quail, beef, lamb, venison, pork and many other unique tasmanian gourmet cuts. We grow the very best vegetables right across the State and they are available fresh from an array of farmers markets and gardens. We provide a wide array of the freshest local seafood with endless varieties caught daily from the great Southern Ocean and from our waterways and Tasmanias wild rivers and lakes.

Tasmanian chefs are now being acknowledged for their food design and uniqueness for developing fantastic menus that produce award winning dishes incorporating Tasmanian produce. Tasmanian gourmet products are now being introduced to menus across the State by Chefs who are determined to showcase Tasmanian Products. A variety of fresh desserts are always available that include top range dairy products, stone fruits, berries, apples, honey & cheese locally supplied with a variety of taste sensations.

TASMANIAN WINE, CIDER, SPIRITS & CRAFT BEER A wide selection of Tasmanian beverages are available throughout the State to accompany our Tasmanian grown food.

Craft beer is one of the biggest growing alcohol markets in Australia and Tasmania is no exception with many small craft brewers producing the very best beer available. Tasmania has previously produced award winning wines and continue to produce quality wines that hoteliers are now showcasing to their customers as a totally new taste experience.

Why wouldn't we have fantastic cider in Tasmania as we grow excellent apples throughout the state. There is an increasing amount of cider brewers being introduced to the world market and we will have them available.

There are fourteen whiskey distilleries in Tasmania and more opening every year. With natural advantages of pure clean mountain water, cool climate conditions with fields of barley and peat making for the very best single malt whiskys available. Tasmanian Whisky is quickly becoming well known around the world and yes all licensed premises are now exploring with quality Tasmanian made products.

The opportunity to raise monies for Rotary with promotional ideas like the one below is a huge chance for us to take advantage of something that everyone enjoys, Tasmanian Food, Beverages & Entertainment.

This Initiative is an idea that I'm sure all Rotarians with their experience and wide knowledge can give their input for making this event a profitable and successful fund raiser for Rotary.

The Initiative is to run a Dinner Party on the Beach in South Burnie on a particular evening in early Summer. We would showcase truely unique Tasmanian & local Produce and Beverages.



ROTARY CHARITY DINNER

GUEST COMPARE GIOVANNA SIMPSON

GUEST CELEBRITY CHEF BEN MILBURNE

TASMANIAN HOME-GROWN PRODUCE & BEVERAGES

BOOK NOW FOR A FANTASTIC BANQUET OF COASTAL GROWN FOOD & A VARIETY OF TASTY BEVERAGES WHILE ENJOYING LIVE ENTERTAINMENT

TASTE A RANGE OF GAME INCLUDING, QUAIL, VENISIN, WALLABY & LOCAL BEEF, PORK & TENDER LAMB

THE VEGETARIANS TABLE INCLUDES WIDE A CHOICE OF FRESHLY PICKED COASTAL VEGETABLES & CHEF PREPARED SALADS WITH TASTY NIBBLIES

THE FISH MONGERS CATCH OF THE DAY INCLUDES A SELECTION OF TASMANIAN SEAFOOD VARIETIES OF LOCAL FISH, SALMON, OYSTERS, SCALLOPS, MUSSELS & SHELLFISH

TRY OUR WIDE SELECTION OF CLASSIC CHEESE, DIPS & A FRESH RANGE OF FRUIT VARIETIES, SERVED WITH ICECREAM & CHOCOLATE RANGE

ALL PROCEEDS OF THIS EVENT WILL BE DONATED TO LOCAL CHARITYS COURTESY OF THE ORGANISERS THE WEST BURNIE ROTARY CLUB

ALL FOOD BEVERAGES & ENTERTAINMENT IS INCLUSIVE IN THE PRICE OF \$200 per person ticketed event 100 tickets only, there will be heating, covered marquees & comfortable dining for all guests. Dress is semi formal

LOCATION IS SOUTH BURNIE BEACH @ 6PM Till 10PM SATURDAY FEBRUARY 20th

HOSTED BY WEST BURNIE ROTARY CLUB

MINUTES AND REPORTS OF COMMITTEES**AO037-21 BURNIE AUSTRALIA DAY SPECIAL COMMITTEE CONFIRMED
MINUTES OF MEETING HELD ON 7 DECEMBER 2020**FILE NO: 29/1/8

RECEPTION FOR DISCUSSION**RECOMMENDATION:**

“THAT the Confirmed Minutes of the meeting of the Burnie Australia Day Special Committee held on 7 December 2020 be received for discussion.”

SUMMARY

At its meeting on 7 December 2020, the members of the Burnie Australia Day Special Committee met and continued discussions around arrangements for the Australia Day Ceremony to be held on 26 January 2021.

The committee discussed:

- Resignation of Committee Member, Trent Aitken tabled
- Review and selection of the Australia Day Award recipients
- Recognition of events and service clubs
- Budget
- Guest Speaker
- Draft flyer and program

It is recommended that the minutes be received for discussion.

ATTACHMENTS

[1](#)  Australia Day Special Committee Minutes of Meeting held on 7 December 2020

COUNCIL RESOLUTION

Resolution number: MO040-21

MOVED: *Cr K Dorsey*

SECONDED: *Cr G Simpson*

“THAT the Confirmed Minutes of the meeting of the Burnie Australia Day Special Committee held on 7 December 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;">MINUTES BURNIE AUSTRALIA DAY SPECIAL COMMITTEE</p> <p style="text-align: center;">Meeting held in the Councillor's Meeting Room, Burnie City Council Offices</p> <p style="text-align: center;">Monday, 7 December 2020</p>
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TIME	3.00pm
PRESENT	Councillor Ken Dorsey (Chairman), M Leeson, M Harris, E Singleton, C White. Ex-Officio Cr T Brumby Burnie City Council Staff: K Kelly
APOLOGIES	R Bentley

BUSINESS ARISING

<p>1. DECLARATION OF INTEREST</p> <ul style="list-style-type: none"> • Cr Dorsey tabled "Australia Day Honours" suggestions for discussion. • Tabling of any Declarations of Interest. <p>NIL</p>
<p>2. CONFIRMATION OF MINUTES</p> <ul style="list-style-type: none"> • Confirmation of Minutes of the meeting held on 9 November 2020. <i>"That the minutes of the Burnie Australia Day Special Committee Meeting held on Monday, 9 November 2020, be confirmed as true and correct."</i> <p>Moved: M Leeson Seconded: E Singleton Result: Carried unanimously</p>
<p>3. REVIEW OF OUTSTANDING ACTIONS</p> <ul style="list-style-type: none"> • Details of Australia Day Guest Speakers to be added to the <i>Record of Australia Day Award Recipients – Burnie</i> spreadsheet for future reference. (Complete) • Relocation of the Honour Boards to the Chamber foyer (Underway)

<ul style="list-style-type: none"> - Committee agreed to purchase a new Honour Board commencing with the 2019 awards, to include the three recognised Australia Day Awards of Citizen of the Year, Senior Citizen of the Year and Young Citizen of the Year. - Estimate has been received for new boards at a cost of between \$700 - \$1,000. M Leeson moved a motion to proceed with the purchase of a new Honour Board up to the value of \$1,000. Motion Seconded by M Harris and accepted by the committee. • Investigate option of Grant Funding to accommodate request for Australian music for the Burnie Band and source listing of possible options from the band <ul style="list-style-type: none"> - Branding Grant of \$1,000 approved and received. (Complete) - Burnie Brass Band funding request to be reviewed separately. • Commence order for 4 awards based on same design as 2020 awards. (Underway) • Victoria League banner - purchase a new banner, including the Victoria League logo, up to the value of \$500 be purchased locally. (Underway) • Chairman to follow up with R Bentley and extend an invitation for the Burnie Brass Band to attend and perform if they wish to. <ul style="list-style-type: none"> - Burnie Brass Band have confirmed their attendance. (Complete) • Chairman to request a list of required music and a quote for the cost from R Bentley, for review and approval of the committee. (Cr Dorsey)
<p>4. CHAIRMAN'S COMMUNICATION</p> <ul style="list-style-type: none"> • T Aitken resignation (attached). <ul style="list-style-type: none"> - Resignation tabled and noted.
<p>5. SELECTION OF AUSTRALIA DAY AWARDS</p> <ul style="list-style-type: none"> • A total of 13 nominations received across all four categories. • Confidential Nominations reviewed and individually discussed. <i>(Record of Australia Day Award Recipients – Burnie available for reference)</i> <ul style="list-style-type: none"> - Young Citizen of the Year Committee confirmed Sunny Beaton be awarded Young Citizen of the Year. - Citizen of the Year Committee confirmed Lyndal Thorne be awarded Citizen of the Year. - Senior Citizen of the Year Vote undertaken following discussions, then the Committee confirmed that Beverley Targett be awarded Senior Citizen of the Year.

- Community Event of the Year

Vote undertaken following discussions, then the Committee confirmed that "Paper on Skin" be awarded Community Event of the Year.

Nominations moved by E Singleton, seconded by M Leeson and all award nominations accepted by the committee.

Committee discussed notification and attendance of award winners at the Australia Day Ceremony and agreed to advise award winners of the presentation through the award nominator or winner's partner/family and invite them to the ceremony.

6. BUDGET

- Update on budget status as at 7 December 2020.
Advocate advertising only expense to date.
- Grant Application Confirmation.
- Burnie Brass Band invoice.
Invoice for \$1,500 has been received for purchase of music, however does not detail quotes or music to be purchased.
Action – contact BBB to provide a list of required music and a quote for the cost, for review and approval of the committee, prior to the invoice being considered.

7. AUSTRALIA DAY CEREMONY 2021

- Recognition of Events of the Year.
Committee agreed to recognise all nominated events at the Australia Day Ceremony, prior to announcing the award winner.
Photo recognition to be collated.
- Guest Speaker.
No response has been confirmed for the requested Australia Day Ambassador.
Committee suggested potential alternative guest speakers including, Matthew Clarke (Paddock to Plate), Tom Wootton (WxNW), Kelly Elphinstone, Tasmania Symphony Orchestra CEO or Ben Milbourne.
- Draft Flyer and Draft Program to be finalised – confirmed 10.30am start.
To be completed once guest speaker confirmed.

8. OTHER BUSINESS

- Citizenship Ceremony - 13 conferees to date.
- Gift for Speaker and others - to be confirmed.
- Flowers – require 2 x bouquets of flowers from Victoria League for the two female award winners.
- Set up of Hall – to be confirmed at next meeting
- Agreed on providing recognition to Victoria League, the Surf Club and frontline workers at the ceremony.

NEXT MEETING **Monday, 11 January 2021 at 3pm**

MEETING CLOSED **4.25pm**

From: [Ken Dorsey](#)
To: [Trent Aitken](#)
Cc: [Karen Kelly](#); [Steve Kons](#); [Simon Overland](#)
Subject: Re: Burnie Australia Day Special Committee Meeting
Date: Friday, 13 November 2020 11:40:38 AM

Trent, I am sorry about your resignation. I think you brought a new and different perspective to the committee.

The Australia Day Ceremony is funded by Council and is in no way associated with any decisions of Council beyond celebrating living in such a wonderful country.

Without the involvement of people such as yourself, we can not progress the ideals you seek.

Ken

Sent from my iPhone

On 12 Nov 2020, at 3:41 pm, Trent Aitken [REDACTED] wrote:

Hi Ken

Please accept this as my Resignation from the Australia Day committee, When the Burnie council is Prepared to start to clean the place up, Lower the rates and move the city forward, then I May become interested in supporting these events and committees . Im sorry Ken but when we live in a city that has some of the Highest rates in tasmania and yet they cant manage to clean up a Cemetery, Its made me question Myself as to what I want to be part of.

Thank You
Trent Aitken

On Tue, Oct 27, 2020 at 10:20 AM Karen Kelly <kkelly@burnie.net> wrote:

Please find attached the Agenda for the next meeting of the Burnie Australia Day Special Committee on Monday, 9 November 2020 at 2.00pm, together with the draft minutes of the previous meeting (5 October 2020) and a copy of the award nomination form.

Please let me know if you would like me to print some copies of the nomination form for you to distribute to possible nominators.

Regards

Karen Kelly

MINUTES AND REPORTS OF COMMITTEES**AO038-21 QUARTERLY REPORT TO TASWATER OWNERS' REPRESENTATIVES
- PROGRESS UPDATE TO 31 DECEMBER 2020**FILE NO: 16/9/9; 21/19731

RECEPTION FOR DISCUSSION**RECOMMENDATION:**

“THAT the Quarterly Report of TasWater Owners’ Representatives for the quarter ended 31 December 2020 be received.”

SUMMARY

TasWater have provided their quarterly report to 31 December 2020.

The report covers key aspects of performance for the quarter.

Key matters also for noting in the report include:

- Externally funded major projects
- Price and Services Plan 4 (PSP4) update
- Rural Water Use Strategy

ATTACHMENTS

- 1 [↓](#). TasWater Quarterly Report to Owners Representatives - Progress Update to 31 December 2020

COUNCIL RESOLUTION

Resolution number: MO041-21

MOVED: *Cr K Dorsey*

SECONDED: *Cr D Pease*

“THAT the Quarterly Report of TasWater Owners’ Representatives for the quarter ended 31 December 2020 be received.”

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

Against:

CARRIED UNANIMOUSLY



Quarterly Report to Owners' Representatives
Progress update to 31 December 2020





Document Approval and Issue Notice

This is a managed document. For identification of amendments each page contains a release number and a page number.

Changes will only be issued as a complete replacement document. Recipients should remove superseded versions from circulation. This document is authorised for release once all signatures have been obtained.

PREPARED: Jonathon Bellette, Department Manager Business Performance Date: 14 January 2021
(For release)

ENDORSED: Matthew Pigden, Chief Financial Officer Date: 18 January 2021
(For release)

APPROVED: Michael Brewster, Chief Executive Officer Date: 20 January 2021
(For acceptance)

Build Status:

Version	Date	Author	Reason	Sections
1.0	20 January 2021	M.McRobbie	Approved for Release	All

Amendments in this release:

Section Title	Section Number	Amendment Summary

Distribution:

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1. Introduction

TasWater is pleased to present its second quarter (Q2) FY2020–21 Quarterly Report to Owners' Representatives in accordance with the requirements of the Shareholders' Letter of Expectations.

Outlined within the report are key aspects of TasWater's performance for the quarter ended 31 December 2020. This includes performance against key performance indicators outlined in the FY2021–25 Corporate Plan as well as financial performance compared to the FY2020–21 Budget.

The report also includes a dedicated section outlining TasWater's performance against a range of operational key performance indicators, as agreed with Owners as part of the development of the FY2021-25 Corporate Plan.



2. Executive Summary

2.1 Operating performance

TasWater's operating performance has continued to largely meet expectations during the December quarter, with the majority of strategic and operational measures on track to achieve full-year targets and financial performance tracking ahead of budget.

Performance against key customer metrics has remained strong, as measured through the ongoing results for customer complaints, first point resolution of customer calls and the percentage of calls answered within 30 seconds. After a disappointing result in FY2019-20, the Total Recordable Injury Frequency Rate (TRIFR) is also ahead of forecast. However, a further Lost Time Injury (LTI) that occurred during November 2020 has put pressure on achieving the full-year target for the Lost Time Injury Frequency Rate (LTIFR) and reiterates the need for an ongoing focus in this area.

From a financial perspective, the higher than expected profitability has been primarily driven by a reduction in the small business rebate provision, favourable variance in development revenue and lower than expected bad and doubtful debt expenses. Whilst the half-year results are encouraging, TasWater considers it prudent to maintain a conservative approach on its full-year financial projections until the impact of reduced COVID-19 financial support for businesses and households is better understood. Consideration as to whether to issue an interim dividend payment for this financial year will be made in the next quarter.

Capital expenditure as at 31 December 2020 remains lower than budget, however a major milestone was achieved during the quarter with the award of the Bryn Estyn Water Treatment Plant (WTP) Upgrade. Delivery of the capital program is expected to accelerate in coming months due to the volume of planning, investigation and project development activities that have been progressed as well as a recent change to the delivery model for lower-risk, low value projects that is outlined further in this report.

Total debt as at 31 December 2020 was well below budget.

2.2 Innovations

TasICT Award for H2Go¹ project

On 13 November 2020, TasWater's H2Go project won the TASICT award for Project of the Year. This award recognises the collaborative and innovative approach taken to development of the application, particularly within TasWater's Service Delivery and Business Systems teams.

H2Go has now been rolled-out to the majority of operational teams, with the key focus in 2021 being to further enhance the user experience and leverage the application and technology platform more broadly across TasWater.

¹ H2Go is TasWater's front-end mobility solution for Maximo, our asset management system and is utilised by our operators in the field.



3. Performance Results for the Quarter
3.1 Strategic performance summary

Customer priorities	Key performance indicators	RESULT	TARGET	RESULT
Customer and Community – Deliver a positive customer experience to you		FY2019-20	FY2020-21	Q2 FY2020-21
Identify and close critical customer service gaps	Customer satisfaction percentage	62%	66%	62% ²
	Brand perception percentage	54%	58%	54% ²
Improve our community engagement and understanding	Community and stakeholder satisfaction percentage	62%	62%	62%
Commercial and Economic – Give you value for money		FY2019-20	FY2020-21	Q2 FY2020-21
Deliver Price and Service Plan commitments	Capital Expenditure	\$128.8M	\$193.3M	\$65.4M ³
Achieve further efficiencies	EBITDA ⁴	\$138.3M	\$103.5M	\$75.2M
	Interest cover ratio	1.7	0.5	3.2
Water and Environment – Provide you with safe drinking water and responsibly manage your sewage		FY2019-20	FY2020-21	Q2 FY2020-21
Meet agreed regulatory compliance targets	Customers supplied by drinking water systems meeting best practice risk mitigation (per cent) ⁵	4.4%	4.6%	4.4%
	Number of dams above the ANCOLD LOT	4	3	4
	Number of critically notifiable spills (less than or equal to)	8	5	3 ⁶
Optimise system performance	Treated waste water compliant with EPA requirements (flow-weighted)	90.8%	90.0%	88.9% ⁷
People and Culture – Build culture and skills for the long-term benefits of Tasmania		FY2019-20	FY2020-21	Q2 FY2020-21
Enhance workforce capability and culture	Fifty per cent constructive leadership styles by 2023	Material improvement in pulse cultural survey results	Material improvement in pulse cultural survey results	Material improvement in pulse cultural survey results
Relentless focus on safety (Zero Harm)	Total Recordable Injury Frequency Rate (TRIFR)	18.2	12	14.6 ⁸

Colour Key: = on or better than target = within 10% of target = greater than 10% outside target

² These two metrics are unchanged from the September quarter report as research is undertaken each year in July and January with results available in August and February respectively.
³ Refer to section 3.5 for further information on the capital program.
⁴ Earnings before interest, taxation, depreciation and amortisation.
⁵ This KPI measures the percentage of drinking water systems that meet best-practice drinking water risk mitigation principles.
⁶ Three spills occurred during August 2020 at Margate, Risdon Prison and Rosny College, however given the seasonal nature of spills it is expected that the full-year target will be met at this stage.
⁷ Based on prior year trends, this metric is expected to improve over the summer months.
⁸ TasWater is forecasting a gradual reduction in this KPI over the course of the financial year and is ahead of forecast as at 31 December 2020.

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3.2 Operational performance summary

Key performance indicators	RESULT	TARGET	RESULT
Customer and Community – Deliver a positive customer experience to you	FY2019-20	FY2020-21	Q2 FY2020-21
Total complaints	1,138	1,100	394
First point resolution percentage for calls	91.6%	90%	94.4%
Percentage of calls answered by an operator within 30 seconds	83.0%	85%	94.9%
Percentage of response times within 60 minutes to attend priority 1 bursts and leaks	92.3%	90%	100%
Commercial and Economic – Give you value for money	FY2019-20	FY2020-21	Q2 FY2020-21
Productivity - savings realised	\$4.1M	\$3.4M	\$1.8M
Productivity - Increased revenue initiatives	\$8.8M	\$6.5M	\$4.7M
Total overdue debtors as a percentage of revenue at end of year	5.0%	19.0%	4.0%
Water and Environment – Provide you with safe drinking water and responsibility manage your sewage	FY2019-20	FY2020-21	Q2 FY2020-21
Number of BWAs and DNCs throughout the year	1	1	0
Percentage of customers where microbiological compliance has been achieved	100%	100%	100%
Percentage of trade waste volume covered by a meaningful agreement	45%	85%	52% ⁹
Number of industrial customers on a long term agreement	10%	20%	13%
People and Culture – Build culture and skills for the long-term benefits of Tasmania	FY2019-20	FY2020-21	Q2 FY2020-21
Lost-time injury frequency rate (LTIFR)	2.9	2.4	3.6 ¹⁰
Number of lost-time injuries (LTIs)	10	6	4 ¹⁰
Number of notifiable incidents	5	3	3
Number of full time equivalent (FTE) ¹¹	869	866	883 ¹²

Colour Key:

- = on or better than target
- = within 10% of target
- = greater than 10% outside target

⁹ It is expected that a number of large-volume customers will commence coverage under an agreement during the next two quarters. Accordingly, the full-year target is expected to be met.

¹⁰ Three lost-time injuries (LTIs) were experienced in August 2020 and a further LTI occurred in November 2020. Accordingly, achievement of the full-year target is considered at risk.

¹¹ Includes TasWater FTEs in the Capital Delivery Office.

¹² Increased Electrical and SCADA contractors (22 FTEs) were not accounted for in initial targets.



3.3 Financial Performance

Table 1: Financial summary

KPI	FY2019-20	FY2020-21			
	Actual Result	YTD Result	YTD Target	YTD Variance	EOY Target
Capital Expenditure (\$ Million)	128.8	65.4	80.9	(15.5)	193.3
Debt (\$ Million)	579.6	609.7	632.3	22.6	687.0
Gearing ratio	40.0%	41.3%	43.4%	2.1%	47.1%
Interest cover ratio (times)	1.7	3.2	1.3	1.9	0.5

As at 31 December 2020, TasWater recorded a net profit of \$22.1 million, which is \$17.7 million favourable to budget. The year to date underlying net profit of \$5.9M¹³ is \$13.7M above budget.

The year to date net profit result was driven, in part, by the reduction of the small business rebate provision (\$5.7 million) and a favourable variance in development revenue (\$4.0 million). Whilst TasWater had forecast a significant reduction in developer activity due to the uncertainties associated with COVID-19, this reduction has yet to occur. This is a non-cash revenue stream that is excluded from the underlying results.

In addition, bad and doubtful debt expenses are \$7.7M lower than budget. As shown in Section 3.2, overdue debt as a percentage of revenue was 4.0 per cent as at 31 December 2020. This was favourable to TasWater's YTD forecast of 14.7 per cent, which anticipated a significant deterioration due to the impacts of COVID-19. With customer debt and portfolio performance remaining largely in line with pre-pandemic levels, TasWater did not include any increase to its bad debt provision in its actual results for November and December 2020 (a \$6.1M increase was budgeted).

The level of provisioning will be reassessed over the coming months as we monitor the performance of our portfolio for any evidence of change with the easing of financial support relating to COVID-19. Our approach to provisioning will seek to balance the current positive debtor experience and local COVID-19 status, with the remaining uncertainty that exists in connection with future outbreaks. This remaining uncertainty is highlighted by the current overseas COVID-19 experience and the fact that a vaccine is yet to be rolled out in Australia. We anticipate that the work undertaken to update the provisioning methodology will help inform a recommendation to the Board in March 2021 with regard to the potential to reinstate dividends to owners.

Capital expenditure for the quarter was \$65.4 million, approximately \$15.5 million below budget. Expenditure is expected to accelerate in coming months, with further information provided in Section 3.5.

As at 31 December 2020, total debt was \$22.6 million lower than budget. This is predominantly due to the timing of capital expenditure compared with the profiled amounts for the first half of the financial year, and higher level of receipts from customers paying their accounts.

¹³ Underlying net loss is the net profit/(loss) adjusted for contributed asset revenue.



3.4 Significant incidents

Coronavirus (COVID-19) pandemic

An independent audit was commissioned by TasWater to determine the effectiveness of its response to the COVID-19 pandemic as well as identify learnings and opportunities for improvement to the Incident and Emergency Management Plan (IEMP). The auditor determined that TasWater's response was 'effective' and has suggested some minor improvements to the IEMP which are expected to be completed by June 2021.

At TasWater's instigation, WorkSafe Tasmania (WST) also conducted an assessment of TasWater's COVID-19 safety plans and the implementation of these plans at office sites. WST determined that considerable thought and planning had been undertaken and that this produced an effective outcome for TasWater.

Based on these findings, TasWater considers that it is well prepared to respond to any future waves relating to COVID-19 or new events of similar magnitude.

Ridgeway Dam

As outlined in the previous Quarterly Report, Ridgeway Dam has been operating four metres below its full supply level for the last 12 months to reduce the safety risk associated with the dam. As part of the associated water quality risk mitigation program currently being implemented, silt curtains have been procured and preliminary works for the installation of these curtains has recently commenced.

During September 2020, SMEC Holdings were commissioned to undertake a detailed structural review of the previous analysis undertaken on the dam. The draft report was provided to management on 18 December 2020 and the findings of the report are currently being considered. Cleaning of the downstream face and vegetation management has also been undertaken to assist in validating the structural review.

Hobart Water Supply Turbidity

An incident was declared in October 2020 following a heavy rainfall event that saw turbidity in the Derwent River increase significantly and the output from the Bryn Estyn WTP drop to 20 ML/day (compared to the October average of 85 ML/day), thus putting continuity of water supply to Hobart at risk. After the rain event, the raw water turbidity decreased, and plant production was able to be increased to meet demand. Proactive operations ensured supply was able to be maintained in the networks with adequate chlorine residual to maintain safe supply.

Risdon Vale Wet Weather Overflows

The suburb of Risdon Vale has had historical issues with stormwater infiltration which, combined with recent growth, resulted in raw sewage discharging to the Grass Tree Rivulet during heavy rain events on 5 October 2020.

Initial investigations have resulted in a series of recommendations to reduce the frequency of spills, with short term recommendations including increased frequency of sewer cleaning and sewer main condition assessments currently being implemented. A more detailed investigation is currently underway and is expected to be completed in early 2021.

Risdon Brook Dam Water Supply Issue

Natural inflows which occurred in July 2020 have resulted in instances where there have been high organics and colour in Risdon Brook Dam. As a result, TasWater has been unable to meet aesthetic drinking water standards for colour in the treated water from Risdon Brook Dam since this time.



Considerable work has been undertaken to improve the treatability of the water and TasWater will now be able to supply from the storage with a mixture of two thirds from the Bryn Estyn WTP and one third from Risdon Brook dam. Whilst a slight increase in water quality complaints may be experienced from customers on the Eastern Shore, the water will be safe to drink and will either meet, or be only slightly above, the aesthetic drinking water limit for colour.

A formal contingency plan and associated trigger points for various actions has been developed which defines when and what action will be taken to ensure the reliability of supply for Hobart. Risdon Brook became available on 18 January 2021 and at this stage TasWater expects that town water and irrigation demand can continue to be met without the need for water restrictions in the greater Hobart area.

3.5 Capital expenditure

Summary

Although no major projects were planned to be completed in this period, a significant amount of planning, investigation and project development activities have continued to be progressed. During the quarter, a major milestone was achieved with the award of the contract for the Bryn Estyn WTP Upgrade, allowing TasWater's alliance partner to begin site establishment.

The current status of the Top 25 projects by total project budget are shown in Table 2 below. In response to recent feedback from Owners, it is intended that future reports will outline changes in project budget estimates and completion dates, including for projects that have reached the Target Out-turn Cost (TOC) stage.

Table 2: Status updates - Top 25 by total project budget

No.	Project Title	Current Project Stage	Forecast Completion Date	Total Project Budget ('000)	Project Status Comments
1	Bryn Estyn Water Treatment Plant (WTP) Major Upgrade	Target Out-turn Cost/Project Budget Estimate Project Delivery	Aug-23 Jan-24	226,372	Project date extended partially due to delay in approvals and a more comprehensive review of the schedule.
2	Northern Midlands Sewerage Improvement Plan - Longford Sewage Treatment Plant (STP) Upgrade	Project Delivery	Sep-21	33,672	On track.
3	Whitemark raw water storage upgrade - Hendersons Dam raising	Project Delivery	Jul-21	11,686	On track.
4	Mikany Dam Upgrade	Project Delivery	May-22 Jun-22	20,067	Further design requirements to address key risks.
5	Latrobe Sewerage System - Network Upgrade and Augmentation	Project Delivery	Sep-21 Aug-21	6,184	On track.
6	Davis St Smithton SPS Upgrade	Target Out-turn Cost/Project Budget Estimate Planning and Investigation	Jun-22	17,628	Project is being reviewed for the best option due to the increase of price.
7	Booth Avenue Sewer Main Upgrade Stage 2	Project Delivery	Aug-21	3,800	On track.



No.	Project Title	Current Project Stage	Forecast Completion Date	Total Project Budget ('000)	Project Status Comments
8	Bushy Park Waste Stream	Target Out-turn Cost/Project Budget Estimate Planning and Investigation	Feb-23	1,500	Second phase, prudence of original preferred solution being tested.
9	Blackstone Rd SPS Upgrade	Project Development	Apr-21 Jul-21	3,230	Project extension required to analyse tenders.
10	Wellington St SPS upgrade	Project Delivery	Jan-21 Feb-21	2,123	Minor delay associated with construction delays.
11	Turriff Lodge STP Upgrade	Project Development	Jan-22	2,225	On track.
12	RTWSP Stage 4 - WP4 (Dowlings Creek/Yolla, Manuka River/Strahan, Glen Huon, Westbury, St Helens, Scottsdale, Bridport, Deloraine, Longford, Bracknell)	Project Development	May-23	5,067	On track.
13	UV Program - Stage 2 - (Campbell Town/Ross, Fingal, Queenstown, South Esk, Swansea, Triabunna, Tullah, West Tamar and Zeehan)	Project Development	May-23	8,513	On track.
14	STP AS4024 Machine Safety Audit and Upgrade	Project Development	Jun-21 Nov-21	-	Project still being scoped and budget will be assigned once completed. Extension to allow for the project has been requested.
15	Bicheno STP	Project Development	Mar-24 May-24	-	Minor change in completion date resulting from better understanding of the project.
16	Upper Reservoir Dam Upgrade	Target Out-turn Cost/Project Budget Estimate	Jan-22	4,150	On track.
17	UV Program - Stage 1 - Phase 1 (Burnie, Distillery, North Esk)	Project Development	Nov-24	5,032	On track.
18	Pioneer Water Supply	Planning and Investigation Project Development	Jul-22 Jun-23	-	The initial date of July 2022 was an internal estimate prior to approval from Regulators' and detailed planning for the reintroduction of service.
19	Scottsdale STP	Project Development	May-24	-	On track. Budget still being developed
20	Tasman Highway, Orford - Trunk main	Project Delivery	Sep-20 Sep-22	2,358	Project on hold as we wait for development to progress.
21	Geeveston STP Upgrade	Project Development	Mar-23 Dec-23	3,238	Delay occurred in requirement for environmental approvals to be received.



No.	Project Title	Current Project Stage	Forecast Completion Date	Total Project Budget ('000)	Project Status Comments
22	Rosebery Additional Treated Water Storage Project	Target Out-turn Cost/Project Budget Estimate	Oct-22	-	On track. Budget still being developed.
23	Bridport Water Supply Improvements	Project Development	Jul-24 Aug-24	-	Minor change of one month to forecast completion date identified in development stage .
24	Ulverstone STP Upgrade	Project Development	Oct-23	7,620	On track.
25	Queenstown STP remediation	Project Development Target Out-turn Cost/Project Budget Estimate	Jun-22 Jul-22	1,144	Minor delay noted as part of the budget estimate cost.

Capital Delivery Office (CDO)

During the establishment phase of the CDO, its operations have been continually reviewed to ensure that the most optimal model is in place to deliver TasWater's expanded capital program.

In keeping with this focus, the decision was made in December 2020 for TasWater to resume direct responsibility for lower-risk, low-complexity capital works, including those that require a level of urgency. This is expected to result in a more streamlined, timely approach for these projects to be progressed. The CDO will continue to manage the medium and large, multi-disciplinary projects, including the Bryn Estyn WTP Upgrade and other projects of state significance.

To support this there has been some structural realignment in both the CDO and TasWater. A Project Delivery Team is currently being reinstated within TasWater and work has commenced on the assessment of existing and upcoming projects based on risk, level of complexity and urgency to determine whether they will be managed by the CDO or TasWater. We are also making substantial progress with the Alliance partners to change their contractual terms and conditions based on the feedback we have received from the industry. We are aiming to issue revised CDO contractual terms and conditions for industry feedback before the first week in February 2021.

A number of meetings have been held by senior management with the Civil Contractors Federation (CCF) and conversations have taken place with Engineering Australia along with a number of contractors and other interested parties who have all welcomed the opportunity to engage in the realignment work we are undertaking.

3.6 Externally funded major projects

Tamar Estuary River Health Action Plan (TERHAP)

An interim Grant Deed has been received from the Tasmanian Government that provides funding for the investigation, design and approval activities to be undertaken as part of the Target Out-turn Cost (TOC) phase of works.

It is proposed that a further deed covering the full extent of the proposed works will be provided following completion of the TOC phase. There is also the potential for another interim deed to be provided to progress any identified early works.

Relevant planning activities have continued, including environmental assessments and the release of a tender package to undertake the design engineering for the TOC phase of works.

**Macquarie Point STP funding and relocation**

The scope and budget estimate for progressing the Detailed Business Case (DBC) is currently being finalised, with the proposal expected to be submitted in February 2021 for approval by the TasWater Capital Works Program Group.

Discussions around finalising an agreement for seed funding with the State Government to undertake this work is progressing and it is hoped that the agreement will be in place when the investigation and design works within the DBC phase is ready to commence. Project Specific Guidelines for the proposed works have been received from the Environment Protection Authority (EPA) and these requirements will be addressed within the DBC phase.

The optioneering study associated with siting the proposed Macquarie Point Sewage Pump Station (SPS) is complete. A stakeholder group met in December 2020 to assess the constructability and subsequently confirm the feasibility of a pumping station at the southern end of the existing Macquarie Point Sewage Treatment Plant (STP). The design work for the pumping station and transfer pipeline (to Selfs Point STP) is now sufficiently developed to finalise this aspect of the DBC.

TasWater has worked with the Macquarie Point Development Corporation (MPDC) to develop a Request for Tender (RFT) for the realignment of the trunk main through the site, which will assist in relieving site development constraints. The RFT was finalised in November 2020 and a design consultant is expected to be appointed in February 2021.

Discussions have also recommenced with the State Government regarding project funding for the full project. The more comprehensive funding agreement is expected to be submitted to the Owners' Representatives Group (ORG) in May or June 2021.

Port Arthur feasibility study

In early 2019, TasWater was approached by the Port Arthur Historic Site Management Authority (PAHSMA) to take over the private water and wastewater assets which are used to service the historical village and a number of tourist businesses related to the historical site.

PAHSMA indicated that they are coming under increasing pressure to expand the water and sewerage infrastructure to enable further expansion of tourism associated with the Historical Site and the wider Tasman Peninsula. They also do not have the expertise or capacity to run a water and sewerage service and would prefer to focus their efforts on managing the historical site.

In response to this request, TasWater undertook a preliminary assessment of the existing assets which found significant deficiencies in terms of public health and environmental compliance.

The assessment indicated that between \$15M and \$20M would be required to bring the assets up to an appropriate standard. In addition, TasWater has very few assets on the Peninsula and limited organisational capacity to service the assets because of their distance to existing operational facilities. It is also likely that tourism and general population growth will necessitate the introduction of services to additional townships on the Peninsula in the longer term. It would therefore be prudent for TasWater to ensure that it has the operational capacity to service the upgraded assets and that provision was made to cater for the longer term needs of the Peninsula.

Accordingly, TasWater wrote to the Premier requesting funds be made available to fund a water and sewerage feasibility study for the Tasman Peninsula. Advice was received from the Department of Treasury and Finance in December 2020 that it was preparing a grant for \$500,000 to undertake the feasibility study. TasWater has now commenced detailed scoping with the aim of commencing the feasibility study in July 2021 and delivering the study within a 15-month timeframe.



3.7 Matters of public and key stakeholder interest

Waratah Dam

In seven years of operation, the Waratah Dam has never been used as a water storage asset by TasWater and is not required to deliver water to Waratah.

As a result of a range of factors, including the costs of repair work, the redundancy of the dam as an asset and the significant number of other infrastructure priorities in Tasmania, an application to decommission the Dam was submitted to the Department of Primary Industries, Parks, Water and Environment (DPIPWE) in November 2020. The application has recently been made public, with the period for public comment to close on 1 February 2021.

Issues raised previously by community members relating to the decommissioning include increased risk of fire and flooding, the value of the dam as a heritage asset and potential impacts on flora and fauna. These issues have been independently addressed and this information is included in our permit application.

Regardless of this decision, discussions have continued with a potential proponent for ownership of the dam. The project being progressed by the proponent is in its infancy and, at this stage, the likelihood of the project progressing further is considered to be low. The proponent has also indicated that TasWater's decision to seek to decommission the existing dam has no bearing on its business case as they would construct a new dam immediately downstream of the existing structure should the project proceed.

Water supply security

Entering the peak summer period, TasWater has been implementing elements of the contingency plan that was developed after the seasonal outlook, including establishment of a dedicated working group to manage the supply to Hobart.

While milder summer temperatures and above average rainfall due to La Nina has helped, the resilience of the Hobart system is still challenged by production constraints at the Bryn Estyn WTP, the need to maintain levels in Ridgeway Dam at four metres below full supply level and high irrigation demand. As detailed in section 3.4 we have been further challenged this year with high organics and colour in Risdon Brook Dam.

More broadly, water restrictions have been implemented for Bridport due to the expected seasonal influx of tourists, inadequate river flows and treatment capacity. Whilst COVID-19 restrictions remain in force in some areas of Australia, Tasmania's borders are open to most Australian states and the National Visitor Survey released in October 2020 indicates an increase in the number of Tasmanians holidaying within the State. In addition, demand in Bridport was higher than average during November 2020, reinforcing our view that demand is likely to be similar to previous years. The business case for improving supply to Bridport is expected to be delivered within the next few weeks.

On Flinders Island, the auxiliary spillway at Henderson Dam was recently damaged as a result of unexpected heavy rainfall. This has delayed the construction of the Henderson Dam upgrade to enable repair works to be completed and for the dam to drain. The onset of water restrictions for Whitemark will be delayed until construction works can recommence.

TasWater's annual water conservation awareness campaign has commenced, including television and press advertisements, digital channels, bus signage and street signs throughout southern Tasmania. Other efforts include a series of advertorials and media releases about the importance of conserving water during the drier months. In specific locations that are vulnerable to water



restrictions (such as Bridport) TasWater has engaged directly with the relevant council and broader community around the importance of conserving water.

Legislative Council Select Committee investigation into TasWater's operations

Public hearings for the Select Committee commenced on 3 November 2020 with testimony from the EPA, Tasmanian Hospitality Association, Malcolm Eastley (private citizen) and the Local Government Association of Tasmania (LGAT). Hearings covered council dividends, trade waste, biosolids, fixed charges for infrastructure and TasWater's environmental regulatory compliance.

TasWater understands that the Civil Contractors Federation (CCF) and the Tasmanian Auditor General were also called to provide testimony in private hearings. Further hearings are expected to take place in early February 2021 with TasWater's first appearance scheduled for 2 February 2021.

Government Business Scrutiny Committee hearing

On 14 December 2020, TasWater appeared before the Legislative Council for the annual Government Business Scrutiny Committee hearing.

Prior to TasWater appearing, the Chair of the ORG and the acting CEO of the Local Government Association of Tasmania appeared before the Committee. Key items of discussion in this session were the owners' view of the performance of TasWater, the impacts of COVID-19 and TasWater's ownership model.

Key discussion points from TasWater's appearance were the recent asset revaluations, FY2019-20 health and safety results, the Blue Bus program and the performance of the CDO.

4. Key policy, risk and strategy matters

4.1 Price and Services Plan 4 update

Work has continued to prepare the Price and Services Plan 4 (PSP4) that will set out the customer outcomes and prices to be delivered over the period 1 July 2022 to 30 June 2026.

During the quarter, work continued on the development of TasWater's proposed developer charges policy, including consideration of a potential standard charge and high-level negotiation framework. Preliminary engagement has commenced with key stakeholders, including the Local Government Association of Tasmania and the Office of the Tasmanian Economic Regulator, and it is expected that further consultation will occur during the March 2021 quarter to inform a final position for PSP4.

Other inputs for TasWater's revenue requirement, including the rolled forward Regulated Asset Base and depreciation, are underway. The proposed PSP4 is to be submitted to the Tasmanian Economic Regulator by 30 June 2021.

4.2 Rural Water Use Strategy

DPIPWE released its draft Rural Water Use Strategy in late October 2020. The purpose of the Strategy is to support the State Government's policy objective to increase agricultural production to \$10 Billion by 2050 (a 10-fold increase on current levels). TasWater had a number of concerns with the Strategy, in particular that a number of issues which are critical to TasWater's interests remain outside of the scope of the Strategy, including urban water supply security, catchment management and water quality.

TasWater has met with DPIPWE to discuss its concerns and submitted a formal response to the Department in December 2020. In addition, the Chairman will be writing to the State Government recommending that a complementary urban water strategy is developed and that TasWater could lead this piece of work.



5. Responses to queries from prior updates

Date	Region	Issue	Raised by	Response
8 May 2019	All	Is there the potential to hold future meetings via live stream or other technology?	Mayor Dean Winter (Kingborough Council)	<p>Meetings have been held from Taswater's offices using our conferencing technology (Cisco Webex) during the COVID-19 pandemic. We have also successfully used this technology at non-TasWater sites.</p> <p>An electronic voting system to enable Owners' Representatives to vote from remote locations and provide a robust record of votes is in the final stages of testing and administrators will shortly commence training in use of the system.</p> <p>However, both direct feedback from Owners and the findings from our review of our response to COVID-19 suggest that meetings via technology may not always be an appropriate or optimal means of consultation and decision-making. Accordingly caution should be exercised in choosing to utilise technology as the means of interaction, particularly for General Meetings.</p>



Quarterly Report to Owners' Representatives

Progress update to 31 December 2020

MINUTES AND REPORTS OF COMMITTEES**AO039-21 UPPER NATONE RESERVE SPECIAL COMMITTEE UNCONFIRMED
MINUTES OF MEETING HELD ON 8 FEBRUARY 2021**FILE NO: 2/5/16 & 3383617

RECOMMENDATION:

“THAT the Minutes of a meeting of Upper Natone Reserve Special Committee held on 8 February 2021, be received for discussion.”

SUMMARY

The Minutes report on the activities of the special committee.

The committee noted responses had been provided by Council officers to various questions and queries posed by the Committee.

Improvement plans for the reserve were discussed to frame the next couple of working bees. There was discussion around expanding some of the areas under management and opportunities are to be reviewed. There was acknowledgement that consideration needs to be given to balancing the committees desire to expand the active areas and on-going capacity to resource maintenance activities.

ATTACHMENTS

- 1 [↓](#). Unconfirmed Minutes of the Upper Natone Reserve Special Committee Meeting held on 8 February 2021

COUNCIL RESOLUTION

Resolution number: MO042-21

MOVED: *Cr K Dorsey*

SECONDED: *Cr T Bulle*

“THAT the Minutes of a meeting of Upper Natone Reserve Special Committee held on 8 February 2021, 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
8th February 2021*

Meeting opened 736pm

Attendance: Fiona Tustian(President), *Phil Tustian (Secretary), Ivan Caston, Dianne Cripps*, Garry Watts, Heather Ross, Ken Dorsey BCC). Gary Neil (BCC), Lachlan Girschik & Richard Franks.

Apologies: Jessica Reynolds.

Declaration of Interest – Nil Declarations

Minutes of previous Meeting (30th November 2020) were read by the Secretary.

Moved Phil Tustian & seconded by Gary Watts the Minutes be accepted as read. **Carried**

Business arising:

1. Wayne Bramich yet to complete the scheduled work beyond the bridge remediation – resolved Phil follow this matter up. Other items deferred to General Business.

Correspondence: (Inwards) Gary Neil 18/1/21 ref Richard Franks caretaker enquiry
Gary Neil 10/12/20(reply to Secretary's email of 30/11/20)

(Outwards) email (phone) Notice of Meeting 8/2/21
30/11/20 to Gary Neil queries in relation to Meeting 30/11/20
Minutes of Meeting 30/11/20
email/phone notice of Meeting 8/2/21

Treasurer's Report

Gary Neil reported approximately \$1300 remaining for 20/21

Phil Tustian presented accounts totalling \$81-40 for BBQ meat/bread & fuel for pump. Moved Garry Watts & seconded Ken Dorsey Tustian's be reimbursed **Carried**

General Business

1. As a result of the last Meeting an email was forwarded to Gary Neil for clarification of issues raised in that Meeting.
2. The BCC will honour the commitment for the work due by Wayne Bramich
3. The placing of fallen trees across "hoon tracks" was noted
4. The BCC will assist with the "Fire Mitigation Plan" work
5. Blythe Road is the access road and the others are "tracks" only
6. Pat Troughton is dealing with police in relation to the October "hooning/damage" and it is understood police have an offender
7. Boiler tank excavation and display – a formal letter will need to be forwarded from the Committee setting out details of the proposal

8. It was noted there were no expenses claim submitted from the November Meeting
9. The Committee cannot appoint persons to the Committee, however observers and willing helpers are permitted
10. A 'Working Bee' decided for Sunday 14th February 2021 10am-1pm, Tustian's authorised to provide refreshments
11. Construction of "fire pits" to be discussed at the "working bee"
12. Ken Dorsey raised concerns of an informant over trees being cut down at the Reserve (Fire Mitigation Plan)
13. Facebook Page – suggestions made to include "positive news" when possible
14. Discussion of "camping" at the Reserve
15. Discussion of opening the locked gate before the Bridge
16. Discussion of relocating advisory signs to more visible sites – Gary Neil to be provided with recommendations and will then arrange for relocation
17. Suggestion of a protected "toilet roll holder" to protect the toilet rolls from the elements
18. Richard advised he had sprayed emerging gorse seedlings with Committee provided spray with positive results to date
19. Councillors Ken Dorsey & Giovanni Simpson have both been appointed BCC representatives for the Upper Natone Reserve Special Committee
20. **Next Meeting" Monday 12th April 2021 730pm Natone School**

Meeting Closed: 832pm

AO040-21 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*.

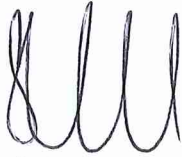
There were no non agenda items.

There being no further business the Mayor declared the Meeting closed at 7.56 pm.

CERTIFICATION OF MINUTES AS A TRUE RECORD

These minutes are confirmed as an accurate record of the Open Session of the Ordinary Meeting of Burnie City Council held on 23 February 2021.

Confirmed:



Simon Overland
GENERAL MANAGER

Date:

23 March 2021

Confirmed:



Steven Kons
MAYOR

Date:

23/3/21