



BURNIE
CITY COUNCIL

MINUTES

Ordinary Meeting

WEDNESDAY, 27 JANUARY 2021

7.00PM

CITY OFFICES, 80 WILSON STREET, BURNIE

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**MINUTES OF THE OPEN SESSION ORDINARY MEETING
OF THE BURNIE CITY COUNCIL
HELD AT THE CITY OFFICES ON WEDNESDAY, 27 JANUARY 2021**

HOUR: 5.30pm – 5.32pm
7.00pm – 8.08pm

TIME OCCUPIED: 1 hour 10 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 Finance (M Smith), Executive Manager Corporate Governance (M Neasey) and Media and Communications Officer (D Bellamy).

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
AC001-21 COUNCILLOR DECLARATIONS OF INTEREST	15(2)(g)
AC002-21 CONFIRMATION OF MINUTES OF THE 'CLOSED SESSION' MEETING OF COUNCIL HELD ON 8 DECEMBER 2020	15(2)(g)
AC003-21 APPLICATIONS FOR LEAVE OF ABSENCE	15(2)(h)
AC004-21 BURNIE AIRPORT CORPORATION - 2019-20 DISTRIBUTION	15(2)(c)
AC005-21 GENERAL MANAGER'S REPORT - CLOSED SESSION	15(2)(i)
AC006-21 PERSONNEL REPORT DECEMBER 2020	15(2)(a)
AC007-21 OUTSTANDING DEBTORS	15(2)(j)
AC008-21 NON AGENDA ITEMS	15(2)(f)
AC009-21 MATTERS CONSIDERED IN CLOSED SESSION	15(2)(f)
AC010-21 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION	15(2)(f)
AC011-21 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 AC001-21 to AC011-21 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

COUNCIL RESOLUTION**Resolution number: MO008-21****MOVED:** *Cr A Boyd***SECONDED:** *Cr G Simpson*

“THAT the meeting be closed to the public to enable Council to consider agenda items AC001-21 to AC011-21 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
AC136-20	Councillor Declarations of Interest	A report to consider any declarations of interest by Councillors in any matter in the Agenda
AC137-20	Confirmation of Minutes of the Closed Session Meeting of Council held on 15 September 2020	A motion to confirm the Minutes of the previous meeting
AC138-20	Applications for Leave of Absence	A report to consider any requests for leave of absence by a Councillor
AC139-20	Burnie Airport Corporation - Quarterly Report	A report to consider the quarterly report of the Burnie Airport Corporation, of which Council is a shareholder
AC140-20	General Manager's Report – Closed Session	A report that considers various operational updates of a confidential nature
AC141-20	Personnel Report October 2020	A report to consider key indicators in personnel management
AC142-20	Tenders – Contract 2656 – Montello Soccer Ground Upgrade	A report to consider a tender for the Montello Soccer Ground Upgrade
AC143-20	Tenders – Contract 2659 – Supply and Deliver of One (1) Side Arm Loading Garbage Truck	A report to consider a tender for the supply and delivery of one (1) side arm loading garbage truck
AC144-20	Tenders – Contract 2665- Supply and Delivery of One (1) Five Yard Tipping Truck	A report to consider a tender for the supply and delivery of one (1) five yard tipping truck
AC145-20	Outstanding Debtors	A report to review current outstanding debtors to Council
AC146-20	Audit Committee Recruitment	A report to consider the appointment of an independent member for the Audit Committee
AC147-20	Non Agenda Items	A report to consider dealing with any matter that is not on the Council Agenda
AC148-20	Matters Considered in Closed Session	A report containing a brief description of all reports considered by Council in the Closed Session
AC149-20	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
AC150-20	Completion of Closed Session/Meeting Adjournment	This report confirms the completion of Closed Session

RESUMPTION

At 7.00 pm 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 Mrs Kim Searle of the Burnie Uniting Church.

AO001-21 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.

Mayor S Kons declared an interest in Item AC007-21 Outstanding Debtors.

**AO002-21 CONFIRMATION OF MINUTES OF THE 'OPEN SESSION' MEETING
OF COUNCIL HELD ON 8 DECEMBER 2020****RECOMMENDATION:**

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at the Burnie Arts and Function Centre on 8 December 2020, be confirmed as true and correct.”

COUNCIL RESOLUTION

Resolution number: MO009-21

MOVED: *Cr D Pease*

SECONDED: *Cr G Simpson*

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at the Burnie Arts and Function Centre on 8 December 2020, be confirmed as true and correct.”

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO003-21 MOTION ON NOTICE - ART WORKS**

FILE NO: 15/5/2; 21/17850

PREVIOUS MIN:

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

“THAT Council determine the future of the “art works” in the central plaza in front of the Museum.”

COUNCILLOR’S COMMENTS

Rationale:

1. The tubular structure does not have the “dongers” to make it an “active” art piece. Is it art placing say 15 unpolished stainless steel tubes in a circular formation that is used as a roundabout by displays in the AFC?
2. The billboard declaring “I am extinct” does not reflect a theme or a logical thought pattern. It does not serve the museum (although we do have a tiger skin on display). Art does not necessarily need a theme or purpose, it can just be appreciated for what it is – is this appreciable?
3. The “art” tennis table have been removed and provided to schools and the pool

The artwork depicted in the area in front of the Museum is not congruent or synonymous with art works that adorn any city known. The appeal of the items is likened to the botched Bartolome Esteban Murillo painting or the restoration of the century old fresco (Ecce Homo) in Borja Spain.

I refer to them jokingly as folly as they are the brainchild and desire of a former Councillor and in some instances with the tacit support of Councillors? The only sensible thing to ask is: what were they thinking? It may be line with previous support for the Camdale development, the purchase of the Tioxide site at well above market value and the rusty markers that adorn the entry to the city?

The musical tubes have not been operational for more than a year, the “I am extinct” board was an intended version of street art (?) and the ping pong tables were a brainchild of a Councillor and her partner following attendance at a conference in New Castle.

This is not a reflection of the work by the artist, it is a reflection of the choices made. We are once again allowed to make a choice as to whether or not this is the Burnie we want to display?

Therefore, it is incumbent on Council to make a determination as to the future of the “art”. If “art” is to illicit emotions, have these been successful?



GENERAL MANAGER'S COMMENTS

Background

The *Spiral Chimes Walk* was installed in the Civic Plaza in 2017, following a public process facilitated by the Public Arts Project Committee, and approved by Council in a formal motion at its meeting on 20 June, 2017.

Some time after the installation, the metal hammers used for the interactive element of the installation were roved in a vandalism incident. Only one of the hammers was recovered and the balance were not replaced.

The emu/tasmanian tiger mural is one of two installed in the city. The other mural was installed at West Park.

Legislative Requirements

There are no legislative requirements impacting on this Motion.

Policy Considerations

Pubic Art considerations are directed by Council's Public Art Policy.

The policy is supported by a set of guidelines which outline the processes for the identification, commissioning, procurement, management, maintenance and deaccessioning of public art.

The guideline for deaccessioning of public artwork is as follows:

The recommendation for the deaccession or relocation of any public artwork is the concern of the Public Arts Projects Special Advisory Committee. The Committee will submit a proposal to Burnie City Council detailing the reasons and justification for the proposed action.

The assessment will be based on the following:

- *Artistic relevance*
- *Alignment of current Corporate Plan strategies and plans*
- *Public safety*
- *Changes to the design and use of the public space or space occupied by the artwork. Where artworks have held their value, the Committee may propose selling the artwork by private sale, expressions of interest, auction, or direct sale to a public authority (local, state or national government agency) where the artist has significant interest. The work will be sold only after it has had a valuation by a recognised ATO Approved Art Valuer.*
- *The work no longer reflects the site or community*
- *The work sustains irretrievable loss or irreparable damage*
- *Deterioration of the work has progressed to such a degree that conservation of the work is at a cost greater than the original cost of the work.*

The Committee will be informed by the General Manager or a representative, of any decisions by the Council in regards to the recommendation.

Financial Impact

There would be some cost in removing the two public art works.

Discussion

The *Spiral Chimes Walk* is a Public Art Project and falls under the Public Art Policy, and under the policy, decisions regarding deaccessioning fall under the Special Advisory Committee.

To that end Council should request the Committee to provide a recommendation on the future of the two artworks.

COUNCIL RESOLUTION

Resolution number: MO010-21

MOVED: *Cr K Dorsey*

SECONDED: *Cr G Simpson*

“THAT Council refer the future of the “art works” in the central plaza in front of the Museum to the Public Art Projects Special Committee.”

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**AO004-21 MOTION ON NOTICE - INTRODUCTION OF "PROPOSITIONS"
(REFERENDUMS)**

FILE NO: 15/5/2; 21/17851

PREVIOUS MIN:

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

“THAT Council Propose at the next LGAT meeting the introduction of “propositions” (referendums) for local and state elections, and that a mechanism for this change to be initiated.”

COUNCILLOR’S COMMENTS

Rationale

The current system of waiting for hapless politicians who struggles to make decisions regardless of the will of the people, should be supplemented with a system that allows the individuals in the state to voice and determine their future.

The current adversarial system of government is a handbrake on decision making, examples include:

1. Gay marriage – over \$68 million spent to hold a non-binding referendum. The referendum did in fact result in a change in the law and confirmed what everyone already knew; however, a binding proposition attached to an election would have saved \$68 million and the result would have been binding.
2. Assisted Dying legislation would have been enacted 10 years ago, but we wait for elected officials to vote against and then vote for apologizing for their poor and ill-considered decision making of the past.
3. Becoming an independent country without influence of the Queen or the dysfunctional Royal family. Another costly referendum that was rigged to provide the answer the government of the time desired.

Ideas for the future could include planning and emotive issues such as:

1. Do we want the Burnie Court House relocated to a residential neighbourhood?

2. Should drug use be decriminalized with a greater emphasis on suppliers rather than users?
3. Should medicinal cannabis be readily available in Tasmania (this was a debate that took too long and increased the suffering of many) while politicians, some who grow poppies (?) argue against the merits and benefits of medicinal cannabis.
4. Should the state assembly be increased to a number that allows for greater representation?
5. Should the State Government move to reduce the number of Councils in Tasmania?
6. Should gambling be restricted to Casinos?
7. Do we want more money directed to health care?
8. Should the Mersey Hospital remain open with greater funding?

Whilst I don't have an opinion on the matters mentioned above; they are examples of what could be raised as a proposition or referendum. They would be up and down votes that depending on the success or failure of the proposition, it becomes the mandate for the Government of the day to establish and enact the will of the people. This is democracy, this is a community determining their own future.

GENERAL MANAGER'S COMMENTS

Many jurisdictions around the world allow for referenda (propositions), but there is significant divergence in their form, initiation requirements and effect. In Australia, the Commonwealth Constitution provides for referenda, but only with respect to amending the Constitution and success requires a double majority of all the votes cast and within the majority of States. The history of successful referendum in Australia has been very limited and the use of plebiscites, such as that held on marriage equality, has also been very limited in Australia.

The *Local Government Act 1993* (Tas) provides for 'Elector Polls', at Part 6, Division 2. Polls can be initiated by Council (section 60B) or through petition signed by 5% of electors in the municipal area or 1,000 of those electors, whichever is the lesser (section 60C). Elector Polls can be held at an election or independently of an election, depending on the circumstances of its initiation and is conducted by or under the authority of the Tasmanian Electoral Commission.

The outcome of an Elector Poll is non-binding, Council is simply required to discuss the result at its next ordinary Council meeting (section 60E).

Elector Polls have been used in Tasmania. For example, in 2019 Hobart City Council conducted one on control of building heights in the Hobart CBD through the planning scheme. The result was in support of building height limits and other recommendations made by Council's planning officers.

Also in 2019 Tasman Council conducted an Elector Poll on a proposed amalgamation with Sorell Council. The result was that approximately 69% of those electors who voted opposed amalgamation.

At the State level, Tasmania has no mandatory referenda provisions. For example, a simple parliamentary majority can alter the State Constitution, except for provisions concerning the duration of the House of Assembly term, which needs a two-thirds majority.

Tasmania has conducted three State-wide referendum, on hotel closing hours in 1916 in association with a State general election; in 1968 concerning a casino at Wrest Point; and in 1981 concerning a hydro-electric dam on the Franklin/Gordon Rivers. In all these instances the popular will expressed through the referendum was enacted by the State Parliament, although the dam on the Gordon below Franklin was subsequently overturned by legislative action of the Commonwealth Government, confirmed as constitutionally valid in a subsequent High Court case.

Mechanisms currently exist that meet the thrust of this notice of motion, in part. Referenda (plebiscites, propositions) can be conducted at State level and Elector Polls at local government level. The outcome of both are not binding, but the history of their use in Tasmania indicates that State and local governments have either implemented, or sought to implement, the popular will of the people as expressed through these mechanisms.

It is of course possible, via legislative amendment, to make the outcome of Elector Polls mandatory, but this would represent a significant change in current legal arrangements and a case would need to be made to justify such a departure from the current system, which appears to effect popular will.

At the State level there is no standing legal mechanism for conducting referenda. Those conducted in the past have been done through specific legislation. It would, presumably, be open to Parliament to legislate that the outcome of a referendum be binding, but ultimately that would be a matter for the Tasmanian Parliament.

COUNCIL RESOLUTION**Resolution number: MO011-21****MOVED:** *Cr K Dorsey***SECONDED:** *Cr T Bulle*

“THAT Council Propose at the next LGAT meeting the introduction of “propositions” (referendums) for local and state elections, and that a mechanism for this change to be initiated.”

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

MOTIONS ON NOTICE**AO005-21 MOTION ON NOTICE - CBD GREENING**

FILE NO: 15/5/2; 21/17852

PREVIOUS MIN:

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

“THAT Council remove the (reddish orange) cement overlay from the traffic control islands to be replaced with greenery (plants) similar to that along the Marine Terrace walkway.”

COUNCILLOR’S COMMENTS

Rationale

I have been speaking to Business Northwest who requested that we build planter boxes to place on top of the traffic islands (?) to add greenery to the CBD.

Greening the CBD has been on the agenda for 6 years and the change has been – 0. We have been advised that plants in the traffic islands raises questions of WH&S, it blocks the vehicle views, it is more dangerous for those on foot and raises the specter of vandalism; however there are tree lined streets all over the world and some in Burnie? As in many previous decisions we (Council) made the decision on the basis of why not rather than the reasons for (city beautification).

Whilst I appreciate that we do not have an overall plan for the CBD (we have a \$65,000 (?) plan that isn’t necessarily relevant) and we have plans to seek assistance from a qualified planner; however, this could be considered a simple move forward. It provides the appearance that the Council is moving the city forward – never at breakneck speed but in a timely orderly manner. This could be the impetus for change.

It is low cost and had the last Council not voted to fill with cement we would have established greenery in the city. Discussion with “Works” indicates that the cement is just a thin covering that can be broken away quite easily, it will represent \$7,000 of rate payers money thrown away, but in the scheme of things a small price.

Whilst we wait for a “plan”, this is a chance to initiate some simple changes that alter the appearance of the CBD. Every action starts with the first step – it is a signal to take the second step or we can wait for an overall plan, seek financial assistance from relevant funding bodies, debate endlessly on alternatives etc etc keeping in mind that the Somerset makeover was envisioned and discussed 7-8 years ago; do we wait this long to initiate change?



GENERAL MANAGER'S COMMENTS

In early 2018 the central medians in Mount Street and Wilson Street were infilled with concrete, as can be seen in the images above. Some 18 islands were part of this project.

A number of years prior to that the plantings in the medians were removed, as the on-going watering of the plantings posed a Work Health and Safety risk for staff, as the plantings were required to be watered twice a week from the traffic lanes. These plantings were also subject to ongoing vandalism at the time.

The planting used at that time were consistent with the broader CBD plantings in the street planter boxes, generally decorative annuals (spring) and winter plantings.

Once the plants were removed the resulting infills were retained as bark mulch.

The driver for the concrete infill works was primarily aesthetic in that the bark mulch looked poor in the CBD environment.

The concrete infills are a 100mm slab over a sand bed.

The motion seeks to remove the infill slabs and for plants to be installed.

One of Councils priorities for the current financial year is the revitalisation of the CBD “Develop plans to create welcoming spaces in the CBD and implement a planned program of works.”

Greening of the CBD has been one of the priority areas raised as part of the revitalisation discussions. There have been a range of views expressed about possible improvements to the current CBD streetscape and plantings, generally around opportunities to increase the scale of plantings and review the nature of plantings.

It is clear that there is a need for a holistic plan of improvement for the CBD, as has been discussed previously with Council, which should incorporate CBD landscaping plans. This will ensure a consistent and integrated planting strategy for the CBD.

It is suggested that the action noted in the Motion on Notice be included as a point for consideration in the development of such plans, rather than progress the works in isolation.

Were Council of a view to support the Motion on Notice matters to consider in reinstalling plants in the CBD medians would be:

- Costs associated with the removal of the concrete infill slabs.
- Determining the nature of plantings desired.
- Costs to supply, install and maintain plants.
- Managing work health and safety in care and maintenance of the plantings.

The care and maintenance challenges can be addressed to a large degree by appropriate plant selection. Along Marine Terrace a range of low maintenance gardens have been installed using native, drought tolerant plants, which do not require periodic watering.

Plants selected will also need to be low growing to ensure sightlines are maintained and to limit the potential for vegetation to intrude into traffic lanes. Noting the plantings would be different in character to the balance of CBD plantings.

Council has allocated some funding in the capital work budget for CBD greening projects.

Further work would be required to determine plant selection and planting design and to develop a cost estimate for the infill planting works.

Alternative recommendation

“THAT the proposal to reinstall plantings in the CBD medians be considered as part of the broader CBD revitalisation and CBD landscaping plans.”

COUNCIL RESOLUTION

Resolution number: MO012-21

MOVED: Cr K Dorsey

SECONDED: Cr D Pease

“THAT Council remove the (reddish orange) cement overlay from the traffic control islands to be replaced with greenery (plants) similar to that along the Marine Terrace walkway.”

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

Against: Cr T Brumby.

CARRIED

PUBLIC QUESTION TIME**AO006-21 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

Keith Price, of Burnie, asked the following question:

Question 1

“In November last year an advertisement was placed for Consultants to submit proposals for the management of the construction of the Coastal Pathway west of Burnie, has an appropriate consultant been identified?”

The Mayor responded that consultant submissions closed in mid-December 2020 and Council is in the process of finalising the appointment of the project manager.”

Kerri Symington, of Burnie, asked the following question:

Question 1

“Is it legally appropriate for an Alderman or council employee to take sides or personally get involved as a council representative on behalf of a community member in a civil dispute that

involves the community member and their neighbour?"

The Mayor responded by requesting that Ms Symington arrange to meet directly with the General Manager to discuss her concerns.

Ian Jones, of Burnie, asked the following questions:

Question 1

"Why are our parking inspectors patrolling in pairs? It seems like a poor use of resources. If it is based on a COVID requirement when will it be lifted as the ROI on this activity must be minimal?"

The Director Land and Environmental Services responded that there were two reasons for parking officers in pairs. One was that the incidence of verbal and physical assaults had escalated in late 2019 and on advice from Tasmania Police, they had been paired up. Coincidentally at the same time, COVID impacts occurred, and parking officers were required to disinfect the metres due to coin handling and risk of transmission. They have since reduced the amount of cleaning, and are still working in pairs, but are working independently.

Question 2

"Can Council please advise of the status of the following items on the Action Report?"

- AO161-19 – Aurora boxes artwork
- AO126-18 – Loop trail
- AO011-18 – Proposed recreational pier"

The Mayor responded that the question would be taken on notice and a written response provided back.

Justin McErlain, of Burnie, provided a statement of thanks to Council for the work on lighting of the Christmas Tree, and then asked the following question:

Question 1

"When would be the next time to light up the tree in conjunction with the Anglican Church?"

The Mayor responded that this would need to be considered at a future time.

Trent Aitken, of Burnie, asked the following questions:

Question 1

"With regards to the attached press statement, dated 24 of November 2017, could the council please advise the exact number of times that the information being gathered by our Cameras have been passed on to police and how many times has the information lead to a conviction?"

The Mayor responded that his advice was where the cameras have been deployed, no instances of illegal dumping activity have been captured by the cameras.

Question 2

“What if any, direct action have the council taken to combat the high level of hooning and dangerous driving around our Municipality?”

The Mayor responded that Council officers periodically receive reports of poor driver behaviour and pass on this information to Tasmania Police. Tasmania Police have responsibility for enforcing the Road Rules and other legislation and regulation related to the operation of motor vehicles

Hooning and dangerous driving activities occur randomly and are generally carried out by a relatively small minority of the community.

Where persistent traffic management issues are noted, structural solutions may be implemented to change behaviours. Examples include Queen Street and Wiseman Street traffic management schemes.

WORKS AND SERVICES**AO007-21 LAND DISPOSAL (VIA LEASE) - PROPOSAL TO TRANSFER A
PORTION OF PUBLIC LAND TO STOWPORT CRICKET CLUB INC
574 STOWPORT ROAD, STOWPORT - CT VOLUME 216840, FOLIO 1****FILE NO: 5/2/5; 6191100**
PREVIOUS MIN: AO296-20

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

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

- 1) Determines to dispose (via a lease) of a portion of public land, located at 574 Stowport Road, Stowport (being part of CT Volume 216840, Folio 1, the area identified on the plan attached), to Stowport Cricket Club Inc; and***
- 2) Authorises the General Manager to execute a lease agreement with Stowport Cricket Club Inc consistent with the Community Leases Policy.”***

2.0 SUMMARY

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

This report recommends the disposal of public land **and** authorisation of the General Manager to execute a lease agreement with the Stowport Cricket Club Inc.

3.0 BACKGROUND

At the Council Meeting held on 8 December 2020, Council considered a report recommending that a public land disposal process be commenced in regard to the disposal (via a lease) of a portion of land located at 574 Stowport Road, Stowport contained within CT Volume 216840, Folio 1.

In that matter, Council determined:

“THAT Council determines its intention to dispose (via a lease) of a portion of public land, located on 574 Stowport Road, Stowport (being part of CT Volume 216840, Folio 1, the area identified on the plan attached), to Stowport Cricket Club Inc, and that a further report be presented to Council as to the outcome of the submission process.”

In implementing this determination, a public notice was published twice in The Advocate newspaper on Saturday, 12 December 2020 and on Wednesday, 16 December 2020 (copies **attached**) and a notice placed on the property boundary contained the same information as the public notice.

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

At the completion of that period, no submissions were received.

4.0 LEGISLATIVE REQUIREMENTS

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

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

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

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

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

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

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

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

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

5.0 POLICY CONSIDERATIONS

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

The Stowport Cricket Club Inc has occupied the land and premises as noted in this report for many years under a lease with Council.

The draft lease with the Club will be in accordance with Council's *Community Leases Policy*.

6.0 FINANCIAL IMPACT

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

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

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

The Valuers have indicated an annual rental figure for the premises and surrounding land occupied as \$2,400 per annum (as at 30 June 2019).

However, it is noted that the proposed lease arrangement with the Club would be in accordance with the Council's *Community Leases Policy*.

The lease fee payable by an eligible community organisation is specified in the policy. For 2020-2021 the applicable annual lease fee is \$387.80, including GST.

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

7.0 DISCUSSION

The Stowport Cricket Club Inc has leased premises on Council land at 574 Stowport Road for many years. The current lease is due for renewal and Officers will progress discussions with the Club in regard to the lease renewal in accordance with the provisions of Council's *Community Leases Policy* (available at www.burnie.net).

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

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

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

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

8.0 RISK

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

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

9.0 CONSULTATION

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

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

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

The Stowport Cricket Club Inc were advised of Council's intention to commence a public land disposal process.

ATTACHMENTS

1 [↓](#) Stowport Cricket Club Inc - Leased Map Area

2 [↓](#) Stowport Cricket Club Inc - Public Notices - Advocate 12-12-2020 and 16-12-2020

COUNCIL RESOLUTION**Resolution number: MO013-21****MOVED:** Cr A Keygan**SECONDED:** Cr A Boyd***“THAT Council:***

- 1) Determines to dispose (via a lease) of a portion of public land, located at 574 Stowport Road, Stowport (being part of CT Volume 216840, Folio 1, the area identified on the plan attached), to Stowport Cricket Club Inc; and***
- 2) Authorises the General Manager to execute a lease agreement with Stowport Cricket Club Inc consistent with the Community Leases Policy.”***

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



BURNIE CITY COUNCIL**NOTICE OF DISPOSAL (VIA A LEASE)
OF PUBLIC LAND**

Burnie City Council determined at its meeting on 8 December 2020 its intention to dispose by a lease a portion of land contained within part of CT Volume 216840, Folio 1, located at 574 Stowport Road, Stowport, to the Stowport Cricket Club. This process supports the renewal of an existing lease. The land is "public land" for the purposes of Section 178 *Local Government Act 1993*.

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

Submissions regarding the disposal of the land by a lease are to be made in writing to the General Manager, Burnie City Council, PO Box 973, Burnie 7320 or burnie@burnie.net to be received no later than **4pm on Monday, 4 January 2021**. Council will consider submissions before making a final decision on disposing of the land.

Dated: 12 December 2020

Simon Overland
GENERAL MANAGER

TA5690380

www.burnie.net

BURNIE CITY COUNCIL**NOTICE OF DISPOSAL (VIA A LEASE)
OF PUBLIC LAND**

Burnie City Council determined, at its meeting on 8 December 2020, its intention to dispose by a lease a portion of land contained within part of CT Volume 216840, Folio 1, located at 574 Stowport Road, Stowport, to the Stowport Cricket Club. This process supports the renewal of an existing lease. The land is "public land" for the purposes of Section 178 *Local Government Act 1993*.

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

Submissions regarding the disposal of the land by a lease are to be made in writing to the General Manager, Burnie City Council, PO Box 973, Burnie 7320 or burnie@burnie.net to be received no later than **4pm on Monday, 4 January 2021**. Council will consider submissions before making a final decision on disposing of the land.

Dated: 16 December 2020

Simon Overland

GENERAL MANAGER

www.burnie.net



TAC691188

WORKS AND SERVICES**AO008-21 LAND DISPOSAL (VIA LEASE) - PROPOSAL TO TRANSFER A PORTION OF PUBLIC LAND TO RIDGLEY DISTRICT BOWLS CLUB INC
4 PARKER COURT, RIDGLEY - CT VOLUME 27710, FOLIO 3****FILE NO: 5/2/5; 7525205**
PREVIOUS MIN: AO295-20

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

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

- 1) Determines to dispose (via a lease) of a portion of public land, located at 4 Parker Court, Ridgley, (being part of CT Volume 27710, Folio 3, the area identified on the plan attached), to Ridgley District Bowls Club Inc; and***
- 2) Authorises the General Manager to execute a lease agreement with Ridgley District Bowls Club Inc consistent with the Community Leases Policy.”***

2.0 SUMMARY

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

This report recommends the disposal of public land **and** authorisation of the General Manager to execute a lease agreement with the Ridgley District Bowls Club Inc.

3.0 BACKGROUND

At the Council Meeting held on 8 December 2020, Council considered a report recommending that a public land disposal process be commenced in regard to the disposal (via a lease) of a portion of land located at 4 Parker Court, Ridgley contained within CT Volume 27710, Folio 3.

In that matter, Council determined:

“THAT Council determines its intention to dispose (via a lease) of a portion of public land, located on 4 Parker Court, Ridgley, (being part of CT Volume 27710, Folio 3, the area identified on the plan attached), to Ridgley District Bowls Club Inc, and that a further report be presented to Council as to the outcome of the submission process.”

In implementing this determination, a public notice was published twice in The Advocate newspaper on Saturday, 12 December 2020 and on Wednesday, 16 December 2020 (copies **attached**) and a notice placed on the property boundary contained the same information as the public notice.

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

At the completion of that period, no submissions were received.

4.0 LEGISLATIVE REQUIREMENTS

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

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

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

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

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

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

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

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

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

5.0 POLICY CONSIDERATIONS

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

The Ridgley District Bowls Club Inc has occupied the land and premises as noted in this report for many years under a lease with Council.

The draft lease with the Club will be in accordance with Council's *Community Leases Policy*.

6.0 FINANCIAL IMPACT

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

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

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

The Valuers have indicated an annual rental figure for the building and lands occupied by the Ridgley District Bowls Club Inc as \$35,972 per annum (as at 30 June 2019).

However, it is noted that the proposed lease arrangement with the Club would be in accordance with the Council's *Community Leases Policy*.

The lease fee payable by an eligible community organisation is specified in the policy. For 2020-2021 the applicable annual lease fee is \$387.80, including GST.

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

7.0 DISCUSSION

The Ridgley District Bowls Club Inc has leased premises on Council land at 4 Parker Street for many years. The current lease is due for renewal and Officers will progress discussions with the Club in regard to the lease renewal in accordance with the provisions of Council's *Community Leases Policy* (available at www.burnie.net).

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

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

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

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

8.0 RISK

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

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

9.0 CONSULTATION

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

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

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

The Ridgley District Bowls Club Inc were advised of Council's intention to commence a public land disposal process.

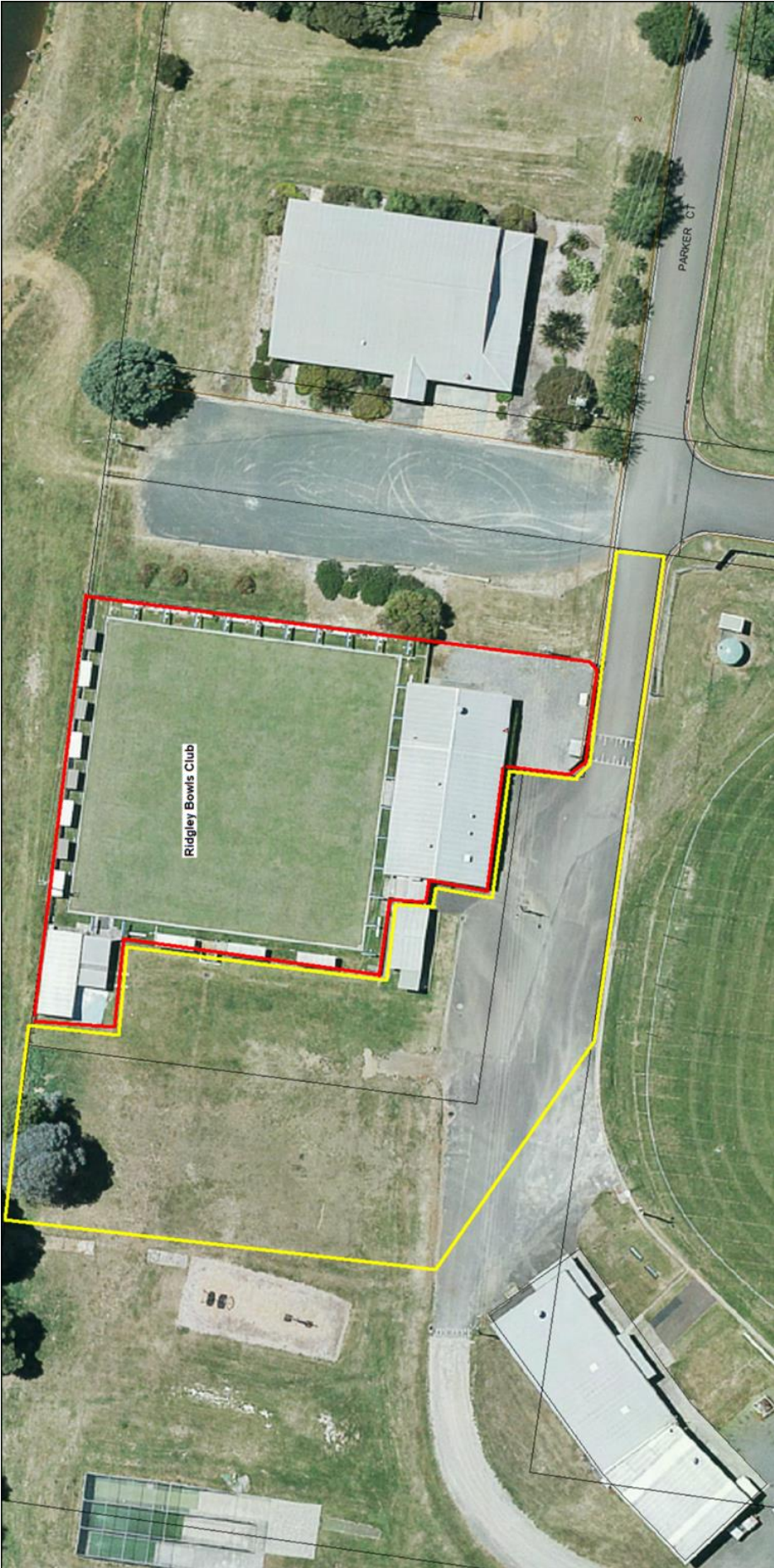
ATTACHMENTS

1. [Ridgley District Bowls Club Inc - Leased Area Map](#)
2. [Ridgley District Bowls Club Inc - Public Notices - Advocate 12-12-2020 and 16-12-2020](#)

COUNCIL RESOLUTION**Resolution number: MO014-21****MOVED:** *Cr T Brumby***SECONDED:** *Cr K Dorsey****“THAT Council:***

- 1) Determines to dispose (via a lease) of a portion of public land, located at 4 Parker Court, Ridgley, (being part of CT Volume 27710, Folio 3, the area identified on the plan attached), to Ridgley District Bowls Club Inc; and***
- 2) Authorises the General Manager to execute a lease agreement with Ridgley District Bowls Club Inc consistent with the Community Leases Policy.”***

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



BURNIE CITY COUNCIL**NOTICE OF DISPOSAL (VIA A LEASE)
OF PUBLIC LAND**

Burnie City Council determined at its meeting on 8 December 2020 its intention to dispose by a lease a portion of land contained within part of CT Volume 27710, Folio 3, located at 4 Parker Court, Ridgley to the Ridgley District Bowls Club. This process supports the renewal of an existing lease. The land is "public land" for the purposes of Section 178 *Local Government Act 1993*.

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

Submissions regarding the disposal of the land by a lease are to be made in writing to the General Manager, Burnie City Council, PO Box 973, Burnie 7320 or burnie@burnie.net to be received no later than **4pm on Monday, 4 January 2021**. Council will consider submissions before making a final decision on disposing of the land.

Dated: 12 December 2020

Simon Overland
GENERAL MANAGER

TA-5800397

www.burnie.net

BURNIE CITY COUNCIL**NOTICE OF DISPOSAL (VIA A LEASE)
OF PUBLIC LAND**

Burnie City Council determined, at its meeting on 8 December 2020, its intention to dispose by a lease a portion of land contained within part of CT Volume 27710, Folio 3, located at 4 Parker Court, Ridgley to the Ridgley District Bowls Club. This process supports the renewal of an existing lease. The land is "public land" for the purposes of Section 178 *Local Government Act 1993*.

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

Submissions regarding the disposal of the land by a lease are to be made in writing to the General Manager, Burnie City Council, PO Box 973, Burnie 7320 or burnie@burnie.net to be received no later than **4pm on Monday, 4 January 2021**. Council will consider submissions before making a final decision on disposing of the land.

Dated: 16 December 2020

Simon Overland

GENERAL MANAGER

TA5681151

www.burnie.net



WORKS AND SERVICES**AO009-21 LAND DISPOSAL (VIA A LEASE) - PROPOSAL TO DISPOSE OF A PORTION OF PUBLIC LAND TO YEOMAN FOOTBALL CLUB AND NATONE CRICKET CLUB
WIVENHOE RECREATION GROUND
1-7 PEARL STREET, WIVENHOE
CT VOLUME 152607, FOLIO 1 AND CT VOLUME 231921, FOLIO 1****FILE NO: 5/2/5; 7721484****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT Council determines its intention to dispose (via a lease) of a portion of public land, located on the Wivenhoe Recreation Ground, 1-7 Pearl Street, Wivenhoe (being part of CT Volume 152607, Folio 1 and CT Volume 231921, Folio 1, the area identified on the plan attached), to the Yeoman Football Club and the Natone Cricket Club, and that a further report be presented to Council as to the outcome of the submission process.”

2.0 SUMMARY

Council is aware of the need to progress a public land disposal process where a lease, including a community lease, is to be for a period greater than five years.

The current leases with the Yeoman Football Club and Natone Cricket Club will need to be renewed in the near future and triggers the need to progress a public land disposal process, as the lease term will be greater than five years.

Progressing the public land disposal process as noted in this report enables Council to meet its statutory obligations under the *Local Government Act 1993*.

3.0 BACKGROUND

The Yeoman Football Club and Natone Cricket Club share clubroom facilities at the Wivenhoe Recreation Ground. This arrangement has been in place for a number of years.

Each Club has a separate lease agreement.

The current leases are due for renewal and Officers will progress discussions with the Clubs in regard to the lease renewals in accordance with the provisions of Council's policy *Community Leases CP-CBS-SG-036*.

The plan **attached** shows the footprint of the land occupied, including building (red line) and common area (yellow line).

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

Council must follow the processes under the *Local Government Act 1993* for the disposal of public land, including the lease of land, where the period of the lease term is greater than five years. Refer to the legislative section of this report for the relevant sections of legislation.

Council's policy *Community Leases CP-CBS-SG-036* permits a community lease term to be a maximum of 10 years. It is expected that the lease term with the two Clubs will be the maximum permitted under the policy. A longer term requires a separate resolution of Council.

The purpose of this report is to progress the public land disposal process in respect to the proposed lease renewals with the Yeoman Football Club and Natone Cricket Club.

4.0 LEGISLATIVE REQUIREMENTS

The Act details specific requirements in relation to the sale and disposal (including lease) of land, as follows:

177. Sale and disposal of land

(1) *A council may sell, lease, donate, exchange or otherwise dispose of land owned by it, other than public land, in accordance with this section.*

(2) *Before a council sells, leases, donates, exchanges or otherwise disposes of any land, it is to obtain a valuation of the land from the Valuer-General or a person who is qualified to practise as a land valuer under section 4 of the Land Valuers Act 2001.*

(3) *A council may sell –*

(a) *any land by auction or tender; or*

(b) *any specific land by any other method it approves.*

(4) *A council may exchange land for other land –*

(a) *if the valuations of each land are comparable in value; or*

(b) *in any other case, as it considers appropriate.*

(5) A contract pursuant to this section for the sale, lease, donation, exchange or other disposal of land which is public land is of no effect.

(6) A decision by a council under this section must be made by absolute majority.

A separate and additional process for the disposal of public land is provided for under the Act. Section 177A of the Act (reproduced below) describes public land.

177A. Public land

(1) The following land owned by a council is public land:

(a) a public pier or public jetty;

(b) any land that provides health, recreation, amusement or sporting facilities for public use;

(c) any public park or garden;

(d) any land acquired under section 176 for the purpose of establishing or extending public land;

(e) any land shown on a subdivision plan as public open space that is acquired by a council under the Local Government (Building and Miscellaneous Provisions) Act 1993;

(f) any other land that the council determines is public land;

(g) any other prescribed land or class of land.

(2) The general manager is to –

(a) keep lists or maps of all public land within the municipal area; and

(b) make the lists and maps available for public inspection at any time during normal business hours.

The land which is the subject of this report is public land.

Section 178 of the Act (reproduced below) details the procedural steps that must be undertaken in respect to a proposal to dispose of public land (including leases greater than five years).

178. Sale, exchange and disposal of public land

(1) A council may sell, lease, donate, exchange or otherwise dispose of public land owned by it in accordance with this section.

(2) Public land that is leased for any period by a council remains public land during that period.

(3) A resolution of the council to sell, lease, donate, exchange or otherwise dispose of public land is to be passed by an absolute majority.

(4) If a council intends to sell, lease, donate, exchange or otherwise dispose of public land, the general manager is to–

(a) publish that intention on at least 2 separate occasions in a daily newspaper circulating in the municipal area; and

(ab) display a copy of the notice on any boundary of the public land that abuts a highway; and

(b) notify the public that objection to the proposed sale, lease, donation, exchange or disposal may be made to the general manager within 21 days of the date of the first publication.

(5) If the general manager does not receive any objection under subsection (4) and an appeal is not made under section 178A, the council may sell, lease, donate, exchange or otherwise dispose of public land in accordance with its intention as published under subsection (4).

(6) The council must –

(a) consider any objection lodged; and

(b) by notice in writing within 7 days after making a decision to take or not to take any action under this section, advise any person who lodged an objection of –

(i) that decision; and

(ii) the right to appeal against that decision under section 178A.

(7) The council must not decide to take any action under this section if –

(a) any objection lodged under this section is being considered; or

(b) an appeal made under section 178A has not yet been determined; or

(c) the Appeal Tribunal has made a determination under section 178B(b) or (c).

(8)

The purpose of this report is to commence the statutory process as outlined in Section 178.

Guidance on the process to follow in the disposal of public land is provided in an information sheet produced by the Local Government Division titled “Sale of Public Land”. (It is noted that for the purposes of the Act, the term disposal includes a lease greater than five years. The subject land is not proposed for sale).

Reference has been made to that document in the preparation of this report.

5.0 POLICY CONSIDERATIONS

The two Clubs have occupied the land and premises as noted in this report for a number of years under a lease with Council.

The renegotiated lease with the two Clubs will be in accordance with Council’s policy *Community Leases CP-CBS-SG-036*.

6.0 FINANCIAL IMPACT

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

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

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

The Valuers have indicated an annual rental figure for the building occupied by the two Clubs as \$14,628 per annum (as at 30 June 2019).

However, it is noted that the proposed lease arrangement with the two Clubs would be in accordance with Council's policy *Community Leases CP-CBS-SG-036*.

The lease fee payable by an eligible community organisation is specified in the policy. For 2020-2021, the applicable annual lease fee is \$387.80, including GST. This cost is shared on a 50% basis between the two Clubs as they occupy the premises for half a year each.

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

7.0 DISCUSSION

There are no apparent reasons why the occupation and use of the Council land and facility at the 1-7 Pearl Street, Wivenhoe (Wivenhoe Recreation Ground) by the Yeoman Football Club and Natone Cricket Club should not continue, subject to suitable lease arrangements being negotiated.

The focus of this report is to progress a public land disposal process related to the disposal (via a lease) of a portion of land owned by Council at 1-7 Pearl Street, Wivenhoe.

This is a process required under the *Local Government Act 1993* to ensure the community has a say in the use of public land that is intended to be placed into a medium-long term lease.

The rationale for the disposal (via a lease) of the public land is to facilitate the ongoing occupation and use of a portion of the land by a community group.

In regard to the public land disposal process, the following steps need to occur:

- a) Council determines its intention to dispose of the subject land.
- b) Council's determination is published as a public notice, twice, in a local newspaper advising interested parties of Council's intention to dispose of the land.
- c) A notice is required to be placed at the property boundary advising of Council's intention to dispose of the land.

- d) Submissions are invited from interested parties in respect to Council's intention to dispose of the subject land.

In providing the public notification, staff will refer to the Department of Local Government's information sheet "Sale of Public Land" (albeit noting that this is a lease disposal not a sale).

Any submissions received within the specified time frame will be considered by Council following the completion of the statutory period.

The Act contains appeal provisions should a person who lodges a submission, be aggrieved by the subsequent Council decision.

8.0 RISK

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

The specific risk associated with the public land disposal process relates to ensuring the appropriate procedural steps are implemented and the necessary information to inform the community of the process is readily available.

Officers have reviewed the best practice guidelines issued by the Department of Local Government in the preparation of this report.

A general exploration of risk matters in relation to the subject land, the public land disposal process and development generally are noted for information.

RISK CATEGORY	COMMENT	MITIGATION STRATEGY
Assets and Infrastructure	No Council assets are impacted by the current use and occupation of the subject land.	No issue to manage.
Corporate Business Systems	Lease terms not complied with.	Lease, when executed, would be included on the lease register and compliance actions entered in the compliance register.
Emergency Management	The occupation of the land has no impact on such a risk.	None proposed.
Environmental	The occupation of the Council land presents no specific environmental risks.	None proposed.
Financial	The lease value will be in accordance with Council policy. Roles and responsibilities in terms of building management are contained in lease agreement.	Apply the lease provisions.

RISK CATEGORY	COMMENT	MITIGATION STRATEGY
Political	Continuation of an existing an existing occupation arrangement. No identified issues.	None proposed.
Public Safety	No identified issues.	None proposed.
Strategic	Council has permitted the land at 1-7 Pearl Street, Wivenhoe, to be used for recreation purposes.	None proposed.
Regulations and Compliance	The public land disposal process is a statutory process and Council must demonstrate it has met all the proscribed elements of the process.	Council reports, records of notices and photos of site notices.
Workers	No identified issues.	None proposed.

9.0 CONSULTATION

The two Clubs have been advised of Council's intention to commence a public land disposal process.

The public land disposal process provides an opportunity for the community to make a submission in respect to the proposed disposal (via a lease) of land.

To inform the community of the intention to dispose of land there is a requirement to publish a public notice (twice) containing the prescribed information in a local newspaper.

In addition to the public notice, the same information is posted on the boundaries of the subject land.

The *Act* provides for a 21 day submission period from the date of first publication of the notice. Subject to the decision of Council, the first notice will be published on Saturday, 30 January 2021.

ATTACHMENTS

1. [Map of Proposed Land Disposal \(Via Lease\) located at Wivenhoe Recreation Ground](#)

COUNCIL RESOLUTION**Resolution number: MO015-21****MOVED:** *Cr K Dorsey***SECONDED:** *Cr T Brumby*

“THAT Council determines its intention to dispose (via a lease) of a portion of public land, located on the Wivenhoe Recreation Ground, 1-7 Pearl Street, Wivenhoe (being part of CT Volume 152607, Folio 1 and CT Volume 231921, Folio 1, the area identified on the plan attached), to the Yeoman Football Club and the Natone Cricket Club, and that a further report be presented to Council as to the outcome of the submission process.”

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

Against:

CARRIED UNANIMOUSLY



CORPORATE AND BUSINESS SERVICES**AO010-21 ANNUAL PLAN 2020-2021 STRATEGIC PRIORITIES PROGRESS REPORT**

FILE NO: 4/13/5
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.2	Council and the community are informed and engaged on issues of local importance.
Strategy	7.2.2	Inform the community of key decisions and actions of Council.

1.0 RECOMMENDATION:

“THAT Council note the 2020-2021 Annual Plan Strategic Priorities Progress Report to 31 December 2020.”

2.0 SUMMARY

The Annual Plan is prepared as part of the Budget Estimate process, and is required under section 71 of the *Local Government Act 1993*. It is part of a larger strategic planning framework and contains the initiatives and projects that Council has committed to in the current year.

This report focuses on those items in the Annual Plan that have been identified as **Strategic Priorities** for focused attention during 2020-21 to 2021-22.

ATTACHMENTS

[1↓](#). Strategic Priorities Progress Report - 31 December 2020

COUNCIL RESOLUTION

Resolution number: MO016-21

MOVED: *Cr A Keygan*

SECONDED: *Cr D Pease*

“THAT Council note the 2020-2021 Annual Plan Strategic Priorities Progress Report to 31 December 2020.”

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

Against:

CARRIED UNANIMOUSLY

Strategic Priorities

Progress Report

31 Dec 2020



Strategic Priorities

for 2020-21 to 2021-22



New Sports Centre

Develop plans for a new centre, seek funding and work on an implementation plan



Revitalisation of CBD

Develop plans to create welcoming spaces in the CBD and implement a planned program of works



Play Space Development

Pursue planning for new play space opportunities, identify locations and complete the design



NWMAG

Continue lobbying for funding toward a new regional Museum & Art Gallery to showcase the region



Uplifting the socio-economically disadvantaged

Support the role of Burnie Works in working together to drive positive change in our community



Population Growth

Undertake initiatives under the Welcoming Cities program that promote Burnie's liveability



Promotions and Events

Focus on developing inclusive events that engage the community and draw visitors to Burnie



Sports Centre Planning

Develop plans for a new or upgraded centre, seek funding and work on an implementation plan

Report Date
31 Dec 2020

Key Milestones – Progress Indicator



Background

A working group has been established by Council to undertake an assessment of need for a new indoor sports centre and if a need is identified, to establish the infrastructure requirements for such a facility, to meet current and future needs of the community.

From a timing perspective, the aim is to undertake sufficient work to enable Council to position its self to be able to put forward the project in any discussions with the major political parties, in the lead up to the next federal election in 2022.

Progress Update

Prepare planning study

The planning study was presented to the September 2020 meeting of Council and endorsed. This element of the project is complete.

Develop high level concept

Consultants @leisure planners have been engaged to develop concepts for the building form. Progress on this element will progress once the site selection process has progressed.

Site selection

At the September meeting Council endorsed the next steps in the project and engaged consultants @leisure planners to develop site assessment criteria and assess nominated sites. Working group has been requested to nominate potential sites for assessment.

Strategic Priorities Progress Report

A workshop was held with the working group 7 October 2020 at which the Consultants provided a briefing on draft site selection criteria for the proposed sports centre. In the lead up to this meeting a call was made to the working group to put forward suggested sites for the sports centre. The list of suggestions was also shared with the working group. The criteria selected were endorsed and discussion occurred on weighting. The criteria to be applied to the list of sites put forward.

The site selection report was considered by the working group 24 November 2020, with three sites short listed for further consideration.

- Upper Burnie (current site)
- Wiseman Street Reserve
- Former Paper Mill site

Council was provided with a short briefing on the working group discussions at a workshop that evening.

Officers are further reviewing the merits of the shortlisted sites, with an aim to reduce the list to two potential sites.

Prepare business case

A business case is required to determine the ongoing operational costs and viability of centre, before commitments to investment and site selection are made. The business case will explore and identify an appropriate management model.

This work has not yet commenced.

Detailed design

Detailed design process for the indoor sports centre is planned to be commenced during 2020-21 with \$150,000 allocated in the budget. The design will progress through until 2021-22, where additional funds may be required.

Secure funding investment

The project will require significant grant funding. Scoping, concept and business case will support an application for funding at the right time.

This work has not yet commenced.

Construction

Construction is not likely to commence until beyond 2022.



Revitalisation of CBD

Develop plans to create welcoming spaces in the CBD and implement a planned program of works

Report Date
31 Dec 2020

Key Milestones – Progress Indicator



Background

A project scoping exercise is required to determine the intention of the strategy action. Past suggestions have included a facilitated discussion to work through priorities and outcomes.

Potential focus areas may include:

- Greening and landscaping
- Infrastructure renewal or upgrade
- Marketing and promotions

Consultation with stakeholders would follow once the draft plan is prepared. After consultation, the plan could be finalised and works programmed for implementation.

Potentially another project element maybe to work with traders to tidy up or enhance their businesses.

A larger project would be the replacement of the CBD lighting which would be a major capital project and would require the allocation of capital funds in 2021-22.

Progress Update

Prepare project scope

It is necessary to clarify with Council the intended scope of this project. Council officers are meeting with a UTAS academic in February 2021 to review literature and evidence on successful CBD revitalisations, before engaging with Council in a workshop to present recommendations and determine the final scope for this project.

Strategic Priorities Progress Report

Develop an implementation plan of works

An implementation plan of works will set out the actions by priority, with scheduled time frames and allocated resources.

This work has not yet commenced.

Public consultation on plan

The draft CBD enhancement plan should then be made available for public consultation and feedback before it is finalised and endorsed.

This work has not yet commenced.

Review and finalise the implementation plan

Following consultation, feedback will be considered and taken into account before endorsing a final implementation plan.

This work has not yet commenced.

Undertake improvement works

The implementation plan will set out prioritised works with timeframes and allocated resources, to be progressively undertake.

The 2020-21 budget includes some funds allocated to CBD projects. These can be focused on the initial priorities areas under the plan.

This work has not yet commenced.



Play Space Development

Pursue planning for new play space opportunities, identify locations and complete the design

Report Date
31 Dec 2020

Key Milestones – Progress Indicator

2020-21 Workshop session for scoping																							
2020-21 Develop project concept																							
2020-21 Identify suitable location(s)																							
2021-22 Develop consultant brief for design																							
2021-22 Detailed design																							
2021-22 Secure funding investment																							
Post 2022 Construction																							

Background

Council has previously undertaken investigation into the development of a large playground in the City. A consultation process was progressed and a detailed report provided to Council for consideration.

At that time Waratah Wynyard Council was also working on a large playground project at Anzac Park in Somerset, incorporating all abilities access principles. In light of the planned development at Somerset, further progress on the playground project in Burnie was placed on hold.

To re-engage in this space Council should first develop a clear understanding of the nature of the play experience that is desired to be provided, target users and the scale of development.

The nature of the play experience and scale of the project will be a significant influence on the selection of an appropriate site.

Progress Update

Workshop session for scoping

Develop a paper for workshop which summarises past investigations and identify play options for discussion. For example, play options may include indoor play space, natural play experience, adventure play (structured), or traditional play.

Through workshop, Council to identify a desired play experience, scale of the experience and a possible location(s). Consideration could be given to one new large play space, or the enhancement of several existing locations across the municipality to provide different play opportunities.

Strategic Priorities Progress Report

An initial workshop with Council has occurred, with the aim to obtain some guidance as to the desired location and nature of the project. Burnie Park has been identified as the preferred site, the nature of play was generally agreed as including contemporary play equipment, consideration for including feature items such as a large slide, flying fox and items of this ilk. No specific area of Burnie Park has been noted to date.

Officers to provide further advice to Council when resources allow further work on this project.

Develop project concept

Develop concept based on the above workshop and present to Council for consideration.

This work has not yet commenced.

Identify suitable location

A suitability report to be prepared on the preferred site, to examine any site issues.

This work has not yet commenced.

Develop a consultant brief for design

A consultant will be required to translate the concept to a detailed design.

This work has not yet commenced.

Detailed design

This work has not yet commenced.

Secure funding investment

This work has not yet commenced.

Construction

Project delivery would be anticipated over 2021-22 and 2022-23, dependent on scale and funding.

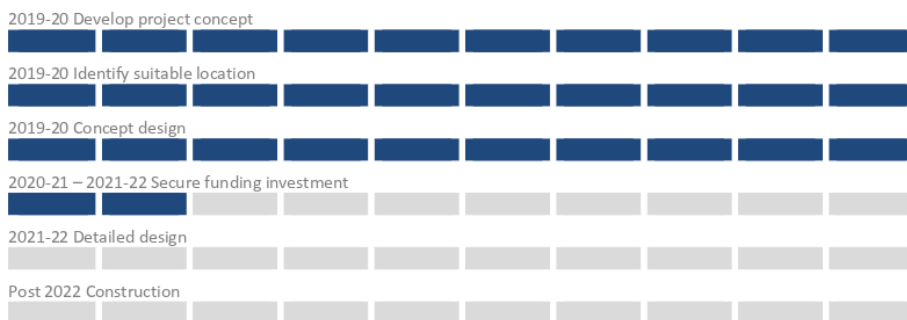


NWMAG

Continue lobbying for funding toward a new regional Museum & Art Gallery to showcase the region

Report Date
31 Dec 2020

Key Milestones – Progress Indicator



Background

The North West Museum and Art Gallery (NWMAG) is a strategic project to enable the merging of Council’s primary cultural facilities while creating a visitor attraction for the entire northwest region. The Project will also provide the opportunity for Council to work with communities and stakeholders across the region to understand “place” and its impact on their identity.

Progress Update

Develop project concept

Develop a concept plan for the building and exhibitions, and first stage costing.
This work is 100% complete.

Identify suitable location

Develop a site plan and associated studies to submit a Development Application.
This work is 100% complete.

Concept design

Concept design work is 100% complete with initial cost estimates prepared.

Secure funding investment

The budget for the project is \$18.5 million.

Partial funding of \$5 million has been committed from the Australian Government. A further commitment from the state government of \$6.5 million is sought for the project to proceed.

To assist a further State Budget submission an economic and business case is being developed.

Strategic Priorities Progress Report

Detailed design

Detailed design stage on hold until funding is secured. Detailed design will enable accurate costings and construction tender.

This work has not yet commenced.

Construction

Project design would be anticipated over 2021-22, with deliver post 2022, dependent on funding.



Uplifting the socio-economically disadvantaged

Support the role of Burnie Works in working together to drive positive change in our community

Report Date
31 Dec 2020

Key Milestones – Progress Indicator



Background

Burnie Works was established in 2014 along the principles of Collective Impact, a way in which communities work together to address complex social issues.

Burnie Works has been funded by the Commonwealth Government over five years to further implement a Collective Impact approach. The State Government, UTAS, TasCoss and the Beacon Foundation have also expressed an interest in being partners.

A recent series of Planning Workshops has resulted in the development of a new Strategic Plan that relates back to Making Burnie 2030.

Burnie Works will be required to provide ongoing evaluation of the initiative.

Progress Update

Drive initiatives to build a thriving community

As part of building a vibrant, thriving beautiful place, the strategic objectives in this area include a resilient, innovate and creative community; a community that is proud of its achievements and a community that builds relationships, connectedness and belonging.

The key priorities for Burnie Works in this area include:

Priority	Progress update
Utilise existing infrastructure and resources as hubs for the whole community	This initiative is yet to commence as it will require the participation of schools, which is currently limited due to COVID restrictions.
Advocate to maintain Jobseeker at a higher level	Yet to commence
Increase community pride (+ lifestyle and liveability)	Yet to commence
Improve housing for young people at risk of homelessness	The State Government has announced further work towards two new youth accommodation projects.

Strategic Priorities Progress Report

Offer restorative support for young offenders	A Working Group for Youth Justice is currently being established
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Drive initiatives to build a caring community

The strategic objectives in this area include health and wellbeing as key to a thriving community; children and parents live in safe, supportive and loving environments and that all children in Burnie have the best possible start during the first 1000 days of life.

The key priorities for Burnie Works in this area include:

Priority	Progress update
Support attachment to the child for expectant mothers and fathers	A Working Group for Family Well Being is currently being established
Reduce the incidence and impact of family violence	Working with Tas Police and "Our Watch" to develop an initiative to support young offenders
Address the gap in mental health services (particularly for young people)	A gap identified in "Tier 3" support. Proposal put to Dept. of Communities to develop a model for piloting in Burnie.

Drive initiatives to promote learning pathways

The strategic objectives in this area are that education is invested in and valued and that children and adults have access to learning pathways.

The key priorities for Burnie Works in this area include:

Priority	Progress update
Increase awareness of early learning and supports for children to increase preparedness to start school.	Yet to commence. To be included in Family Wellbeing Working group when established. BIG Committee working with a number of partners to develop a response to teen parents not attending Hellyer College.
Provide clear pathways into learning for students of all ages	Some work commenced with Industry Training Hub for VET pathways.
Provide a networked and collaborative approach across all learning touchpoints for providers and families	Work yet to commence
Improve Year 12 retention rates and promote job pathways in the region early in schooling	Working with Industry Training Hub and Beacon to support Year 12 leavers in 2021

Drive initiatives that address barriers to achievement

The strategic objectives in this area is to increase the opportunities for people to participate in paid and/or unpaid work.

The key priorities for Burnie Works in this area include:

Priority	Progress update
Connect employment pathways to industry and business	Employment Partnership Group planning a Future Jobs and Training Expo for first quarter of 2021
Advocate to maintain Jobseeker at a higher level	Yet to commence

Strategic Priorities Progress Report

Support the role of the Burnie Works Backbone

A key aspect of Collective Impact is the role of a backbone – an independent group who coordinate and provide support to various initiative.

The Burnie Works Backbone includes the Local Enabling Group which provides overall governance of the Burnie Works initiative, and a team employed by Burnie City Council to provide day to day support.

The following have been identified as priority roles.

Priority	Progress update
Strengthen Collaboration, governance and leadership	Local Enabling Group to move to a Company Limited by Guarantee model. New Burnie Works Strategic Plan developed. Number of new Working Groups being established.
Support collective and collaborative work across sectors	Employment Partnership Group is working with Fruit Growers Tasmania and key recruitment agency to support seasonal fruit picking.
Embed community voice in initiatives	Workshop held with Dr Paul Prichard from Murdoch Children's Institute. Community Voice model to be embedded in LDAT and CAPITOL working groups as a trial.
Provide a current, accurate and accessible information network.	Monthly newsletters commenced. A data platform has been created which will go live when new Measurement and Evaluation Officer commences.



Population Growth

Undertake initiatives under the Welcoming Cities program that promote Burnie’s liveability

Report Date
31 Dec 2020

Key Milestones

2020-21 Workshop session on Welcoming Cities initiatives																			
2021-22 Implement Welcoming Cities Initiative #1 – to be determined																			
2021-22 Implement Welcoming Cities Initiative #2 – to be determined																			

Background

Population growth is not a measure that Council can directly control, but it is a driving reason for many other initiatives that develop liveability and attractiveness as a city to reside in. Council can pursue initiatives that improve liveability.

In March 2020, Council resolved to join the Welcoming Cities Network through the initiative of Cradle Coast Authority.

The Welcoming Cities Network provides a number of initiatives that can be taken up and pursued. It is proposed that Council hold a workshop session in late 2020-21 to prioritise and select two or three key initiatives that it wishes to pursue in 2021-22, with an appropriate budget allocation.

Progress Update

Workshop session on Welcoming Cities initiatives

A workshop session will be planned to review the various initiatives suggested under the Welcoming Cities Network, and to select two or three key initiatives to implement. If required, a budget provision can then be considered in 2021-22 for implementation.

It is proposed to schedule the workshop around February 2021.

This work has not yet commenced.

Implement Welcoming Cities Initiative #1

This initiative is yet to be determined, as a result of the above workshop.

This work has not yet commenced.

Implement Welcoming Cities Initiative #2

This initiative is yet to be determined, as a result of the above workshop.

This work has not yet commenced.



Promotions and Events

Focus on developing inclusive events that engage the community and draw visitors to Burnie

Report Date
31 Dec 2020

Key Milestones



Background

Council provides a number of major community events, and also provides funding to other organisations to host events in the city. Council views events as bringing significant social and economic benefits, and is seeking to develop and implement a new events plan.

Progress Update

Undertake review of all events

A full review of all Council’s events is planned in conjunction with Ten Days on the Island consulting. This will provide an independent review of current activities.
This work has not yet commenced.

Develop a new events plan

With support from Ten Days on the Island, a new plan will be developed that focuses on event strategies and outcomes to be achieved. The plan will identify a schedule of events with time frames and resources to achieve them.
This work has not yet commenced.

Implementation of events plan

Implementation of the events plan will involve staging each of the planned events, and ensuring budget allocation to support in the relevant year.
This work has not yet commenced.

GENERAL MANAGER**AO011-21 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 General Manager’s Communications
- 2.2 Council Meeting Action List

2.1 GENERAL MANAGER’S COMMUNICATIONS

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

Date	Meeting / Function
1 – 2 December	LG Professionals - 2020 Local Government Meeting (Digital)
2 December	Meeting with Phil Leersen and Dave Clerk, UTAS
3 December	LGAT One Day Conference and General Meeting
4 December	Meeting with Michael Pervan, Secretary - Dept of Communities
	Meeting with Ginna Webster, Secretary - Department of Justice
	Meeting with David Richardson and David Harradine, KPMG
	Meeting with Vice-Chancellor, Professor Rufus Black, UTAS
7 December	Meeting with Jeff Griffith, Devonport City Council
8 December	Meeting with Waratah Wynyard Council – Rail Corridor
9 December	Salvation Army – Safe Space discussion

Date	Meeting / Function
10 December	Meeting with Roger Jaensch MP
	Meeting with Mark Littler, Hellyers Road Distillery
11 December	Meeting with Luke Whelan
15 December	BIG Meeting
16 December	Burnie Court Complex Stakeholder Reference Group Meeting
	Cradle Coast Authority – Telecoms Presentation
	Business North West General Meeting
18 December	Lighting of the Christmas Tree
21 December	Meeting with Claire Smith, Cradle Coast Authority
	Meeting with Commander Williams and Inspector Shadbolt, Burnie Division Inspector
12 January	Meeting with Lynne Price and Eleanor Austin, Burnie Arts Council

2.2 COUNCIL MEETING ACTION LIST

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

ATTACHMENTS

1. [Open Session - All Actions - 8 Dec 2020](#)
2. [Open Session - Outstanding Actions Jan 2018 - Nov 2020](#)

COUNCIL RESOLUTION

Resolution number: MO017-21

MOVED: *Cr D Pease*

SECONDED: *Cr T Bulle*

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

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

Against:

CARRIED UNANIMOUSLY

Council Meeting Action Report All Actions for Open Session of 8 December 2020				
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note			Date From: 8/12/2020 Date To: 8/12/2020 Printed: Wednesday, 20 January 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				
AO291-20	MOTION ON NOTICE - SMOKING SURVEY	9 Dec 2020 RES: Invite a DHHS Officer to meet with Council to discuss options, requirements and a means to implement a smoking decision, in accordance with the resolution of Council AO291-20. 7 Jan 2021 ACT: matter is part of action required under AO 244-19 7 Jan 2021 Action Complete: Relates to actions required under AO 244-19 to investigate making a Public Health Act declaration of a smoke free area for the Burnie town centre. Matter integrated with AO 244-19	Land and Environmental Services	7/01/2021
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				
AO298-20	BURNIE TARMAC RALLY EVENT	9 Dec 2020 RES: Advise Auto Corsa of Council's decision to provide sponsorship of \$10,000 toward the Burnie Tarmac Rally Event, per AO298-20. 24 Dec 2020 Action Complete: Auto Corsa notified of Council's decision	Community and Economic Development	24/12/2020
Council 8/12/2020				
AO299-20	COUNCILLOR APPOINTMENTS TO SPECIAL COMMITTEES AND REGIONAL BODIES	9 Dec 2020 ACT: Update the Register of Councillor Appointments to Special Committees and Regional Bodies in accordance with the resolution of Council AO299-20. 14 Jan 2021 Action Completed: Updated Register	Corporate and Business Services	14/01/2021
Council 8/12/2020				
AO305-20	COMMUNICATIONS JOURNAL - CRADLE COAST WASTE MANAGEMENT GROUP - ANNUAL REPORT 2019/2020	9 Dec 2020 ACT: Provide an acknowledgement to CCWVG for their Annual Report which was tabled to Council AO305-20. 11 Jan 2021 Action Complete: Advice provided to group that Council had received the document.	Works and Services	11/01/2021
Council 8/12/2020				
AO299-20	COUNCILLOR APPOINTMENTS TO SPECIAL COMMITTEES AND REGIONAL BODIES	9 Dec 2020 ACT: Advise each of the Special Committee Chairs of the updated Council appointments to Special Committees and Regional Bodies, per AO299-20.	Corporate and Business Services	
Council 8/12/2020				

Council Meeting Action Report				Date From:	30/01/2018
Outstanding Actions for Open Session Jan 2018 to Nov 2020				Date To:	30/11/2020
				Printed:	Wednesday, 20 January 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 RES: Write to the State Government to request financial support to complete a feasibility study for a recreational pier at West Beach, in accordance with the resolution of Council AO011-18. 7 Feb 2018 NOTE: Letter prepared for Minister Hidding. Awaiting comment from State Government. 11 May 2018 NOTE: Awaiting response from the State government 25 Jun 2018 NOTE: Awaiting advice from SG. 2 Oct 2018 NOTE: Follow up letter sent to Minister's office 14 Dec 2018 NOTE No response to date 4 Mar 2019 NOTE: No response received as at 4 march 26 Nov 2019 NOTE: Further correspondence drafted to new minister in regard to this matter	Works and Services		
Council 30/01/2018					
Item Number	Report Title	Action	Department	Completed	
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					
Item Number	Report Title	Action	Department	Completed	
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		Date From: 30/01/2018	
Outstanding Actions for Open Session Jan 2018 to Nov 2020		Date To: 30/11/2020	
		Printed: Wednesday, 20 January 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
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 ACT: 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			
AO311-18	MOTION ON NOTICE - WALKING TRAILS	22 Nov 2018 RES: Review the opportunity to create two walking trails - a cultural Red Line trail, and an environmental Green Line trail in accordance with the resolution of Council AO311-18; and provide an update to councillors on current walking trail plans in progress. 5 Jul 2019 NOTE: Trails being considered as part of broader track / trail strategy. Briefing previously provided to Council on signage strategy	Works and Services
Council 20/11/2018			
AO158-19	MOTION ON NOTICE - VIDEO RECORDING OF MOTIONS ON NOTICE AND PUBLIC QUESTION TIME AT COUNCIL MEETINGS	19 Jun 2019 - 2:25 PM - Michelle Neasey 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 ACT: Youth development officer has carriage of project. Currently liaising with relevant agencies 4 May 2020 NOTE: To be reviewed as part of Street Art Working Group	Community and Economic Development
Council 18/06/2019			

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Session Jan 2018 to Nov 2020		Date To: 30/11/2020	
		Printed: Wednesday, 20 January 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
AO189-19	MOTION ON NOTICE - FOOD ORGANICS AND GARDEN ORGANICS (FOGO) COLLECTION	<p>17 Jul 2019 RES: Provide an updated FOGO Discussion Paper at a 2019 Workshop incorporating community consultation and cost implications for the FMS, so that the matter can be considered prior to the 2020-21 budget process, in accordance with the resolution of Council AO 189-19.</p> <p>5 Sep 2019 NOTE: Paper drafted. To be presented to 29 October workshop.</p> <p>23 Oct 2019 NOTE: Briefing provided to 22 October workshop. To progress to an education and communication planning process with CCWMG</p> <p>15 Dec 2019 NOTE: Issue discussed with CCWMG. Awaiting a response for the group in regard to Council's suggestions.</p> <p>7 Apr 2020 NOTE: No further advice provided by Region to date.</p> <p>6 Aug 2020 NOTE: Discussion to occur at 25 August workshop</p> <p>8 Sep 2020 NOTE: Discussion at 1 Sep workshop. Gathering further information on CCC service - benefits and impacts</p>	Works and Services
Council 16/07/2019			
AO218-19	MOTION ON NOTICE - STREET ART WORKING GROUP	<p>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.</p> <p>23 Dec 2019 NOTE: First Working Group meeting held</p> <p>6 Apr 2020 NOTE: Working Group has been suspended</p>	Community and Economic Development
Council 20/08/2019			

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Session Jan 2018 to Nov 2020		Date To: 30/11/2020	
		Printed: Wednesday, 20 January 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	19 Sep 2019 RES: Prepare a report to council that investigates matters relevant to proposing the town centre be a smoke free area, by addressing each of the matters contained in Council resolution AO244-19. 24 Feb 2020 NOTE: scheduled for Council workshop in March 2020 3 Aug 2020 NOTE: Discussed at Council workshop on 28 July 2020 7 Jan 2021 NOTE: Matter still under investigation. Required actions include - AO 244-19 - investigate matters relevant to a smoke free area declaration for Burnie town centre AO 043-20 - consider removal of cigarette butt bins from the Burnie town centre AO 236-20 - undertake independent survey to identify community views and opinions on a smoke free area declaration AO 290-20 - invite DHHS tobacco control officers to discuss issues associated with a smoke free area declaration	Land and Environmental Services
Council 17/09/2019			
AO245-19	MOTION ON NOTICE - MAGAZINE OR NEWSLETTER OF ACTIVITIES, FUNCTIONS AND EVENTS	19 Sep 2019 RES: Introduce a printed newsletter featuring activities, functions, events, and promotions and any other information relating to the City, at least every six months, with participating advertisers to help defray the costs, in accordance with the resolution of Council AO245-19.	Corporate and Business Services
Council 17/09/2019			
AO311-19	PROPOSAL TO DISPOSE (LEASE) A PORTION OF PUBLIC LAND TO BURNIE POLICE AND CITIZENS BOYS AND GIRLS CLUB INC (PCYC) 1-5 TERRYLANDS STREET, BURNIE CT VOLUME 158965 FOLIO 1	21 Nov 2019 RES: Negotiate a community lease with PCYC, in accordance with the resolution of Council AO311-19. 30 Oct 2020 NOTE: Discussions taking place with Aquatic Centre regarding shared spaces	Community and Economic Development
Council 19/11/2019			
AO334-19	MOTION ON NOTICE - PUBLIC MEET AND GREET	12 Dec 2019 ACT: Make arrangements for Councillor quarterly public meet and greet sessions to commence February/March 2020. 3 Apr 2020 NOTE: Planning undertaken for remainder of 2020 but deferred due to Covid 19 restrictions	Corporate and Business Services
Council 10/12/2019			

Council Meeting Action Report		Date From: 30/01/2018	
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		QON = Question on Notice; NOTE = Progress Note	
Item Number	Report Title	Action	Department Completed
AO038-20	MOTION ON NOTICE - OLD BURNIE INN	24 Feb 2020 RES: Arrange meeting between Burnie Historical Society and MWMAG architects relating to the Burnie Inn query, as per AO038-20. 1 Jun 2020 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 NOTE: Business North West notified of Councils decision.	Community and Economic Development
Council 28/04/2020			
AO141-20	CRADLE COAST WASTE MANAGEMENT GROUP - ANNUAL PLAN AND BUDGET 2020/21	19 Jun 2020 ACT: Write to CCWMG to advise of Council's endorsement of their Annual Plan and Budget Estimates 20-21, per Council resolution AO141-20.	Works and Services
Council 16/06/2020			
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				
Outstanding Actions for Open Session Jan 2018 to Nov 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: 30/11/2020 Printed: Wednesday, 20 January 2021	
Item Number	Report Title	Action	Department	Completed
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				
AO190-20	MOTION ON NOTICE - REWARDS FOR VOLUNTEERS	20 Aug 2020 RES: Implement Council's decision to provide \$75 Burnie Gift Vouchers to volunteers of Council sponsored events and activities (in lieu of volunteers dinner), as per the resolution of Council AO190-20. 1 Sep 2020 NOTE: Community Development Officer currently collating volunteers over the last 12 months. Once compiled will organise for vouchers along with letter from Mayor to each volunteer.	Community and Economic Development	
Council 18/08/2020				
AO193-20	MOTION ON NOTICE - SOUTH BURNIE BEACH - BASKETBALL HOOP	20 Aug 2020 RES: Engage with local stakeholders and look into installing a basketball hoop within an area at the South Burnie Yacht Club, and either implement or report back to Council if any significant impediments, as per the resolution of Council and associated report AO193-20. 11 Jan 2021 NOTE: Reviewing possible locations	Works and Services	
Council 18/08/2020				
AO194-20	MOTION ON NOTICE - RECREATIONAL COMMUNITY WORKING GROUP	20 Aug 2020 RES: Develop a charter and call for a View Road recreational areas working group by the end of September made up of representatives listed in the resolution of Council, AO194-20 to provide input into long term planning for View Road recreational areas. 18 Nov 2020 NOTE: Project to be managed by CED. EOI for working group called. Members appointed at Nov 2020 meeting.	Works and Services	
Council 18/08/2020				
AO199-20	ANNUAL PLAN AND BUDGET ESTIMATES 2020/2021	20 Aug 2020 RES: Provide a copy of the APBE to the Director of Local Government, as per resolution AO199-20 and required under the LG Act.	Corporate and Business Services	
Council 18/08/2020				
AO238-20	MOTION ON NOTICE - WELCOME TO BURNIE SIGN - ROUNDHILL	22 Oct 2020 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				

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Item Number	Report Title	Action	Department Completed
AO239-20	MOTION ON NOTICE - JUNIOR AND YOUTH TRAFFIC PARK - VIEW ROAD RESERVE	22 Oct 2020 RES: Explore the development of a road safety park as part of the current project to develop a long term strategic plan for the recreational area at View Road Reserve, and refer consideration of capital works under the Plan to the next budget deliberations, in accordance with the resolution of Council AO239-20.	Works and Services
Council 20/10/2020			
AO246-20	COMMUNITY STRATEGIC PLAN - MAKING BURNIE 2030 REVIEW	22 Oct 2020 RES: Update the community strategic plan and corporate plan in the Corporate Document Framework and make available to the public; and provide a copy of the revised strategic plan to the Director of Local Government, in accordance with the resolution of Council AO246-20.	Corporate and Business Services
Council 20/10/2020			
AO263-20	MOTION ON NOTICE - BASS HIGHWAY BETWEEN STOWPORT AND COOEE - GRASS AND WEEDS MANAGEMENT	18 Nov 2020 RES: Write to DSG in relation to Council's request to take control of the grass and weeds management on the Bass Highway from Stowport intersection to Fidler Street Cooe, in accordance with the resolution of Council AO263-20. 11 Jan 2021 NOTE: Correspondence sent to department. Awaiting a response.	Works and Services
Council 17/11/2020			
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 2020 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			

Council Meeting Action Report**Outstanding Actions for Open Session Jan 2018 to Nov 2020**

Date From: 30/01/2018
 Date To: 30/11/2020
 Printed: Wednesday, 20 January 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
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

GENERAL MANAGER**AO012-21 GENERAL MANAGER'S INFORMATION REPORT FOR WORKS AND SERVICES DECEMBER 2020****FILE NO:** 4/18/2**PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT the General Manager’s Information Report for Works and Services for December 2020 be noted.”

2.0 SUMMARY

The report includes the following items:

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

3 CAPITAL WORKS

3.1 Request for Expressions of Interest, Quotations, Briefs, Tenders and Contracts

3.1.1 Quotations

a) Quotation 2666 – South Riana Road/Blythe River Bridge Repairs

Quotations were sought on Friday, 8 January 2021 and close on Friday, 29 January 2021.

3.1.2 Tenders

a) Contract 2669 – Oakleigh Park Fountain Upgrade

Tenders were advertised on Saturday, 9 January 2021 and close on Friday, 12 February 2021. A Tenderer's Briefing was held on Wednesday, 13 January 2021. A tender report will be included in the confidential section of the February 2021 agenda.

b) Contract 2664 – Circular Road – Darling River Bridge Replacement

The contract was awarded to VEC Civil Engineering Pty Ltd and works started on Monday, 11 January 2021. It is expected that all works will be completed before the second week of February.

c) Contract 2660 – View Road Reserve Pump Track and Cycle Path

The Contract was awarded to Ridemore Pty Ltd and works will commence in January 2021 and plan to be complete prior to Winter 2021.

d) Contract 2654 – Linton Street Reconstruction (Cabot Street to Mount Street)

Tenders were advertised on Saturday, 5 December 2020 and close on Friday, 15 January 2021. A tender report is included in the confidential section of this agenda.

3.1.3 Contracts

a) Contract 2656 – Montello Soccer Ground Upgrade

The grant funding has been approved and Total Turf Care commenced works on 4 January 2021.

b) Contract 2650 – Bitumen Surfacing Services 2020-2021

Resealing works are continuing with works undertaken in Howe Street, Hardy Street, Princes Street and Wardlaw Street.

3.2 Civil Construction and Stormwater

Works have commenced on several annual programs for the 2020/2021 year, including:

- Driveways, crossovers and kerb inserts annual upgrade program – 30% complete.
- Bay Street – major road upgrade – 99% complete.
- Mooreville Road – Stage 4 – 99% complete.
- Reseal manhole lid replacements – 90% complete.
- Wivenhoe Showground – Rail Corridor Stormwater Upgrade – 98% complete.
- Mount Street – footpath realignment – commenced on 11 January 2021.
- Disabled Parking Bay – Installation on Mount Street CBD – commenced on 18 January 2021.

3.3 Buildings

- Montello Soccer Ground terrace seating and coaches boxes – 80% complete.
- Aquatic Centre outdoor change room roof sheeting replacement – 30% complete – recommencing work 21 March 2021.
- City Offices Recycling Hub Cabinet Upgrade – signage to be installed in January 2021.
- West Park Grandstand cladding repairs – 85% complete.
- BWMC Storage covered area – 5% complete.

3.4 Parks, Reserves, Sporting Grounds and Cemeteries

No information to report.

3.5 Waste Management

- Works on the storage area extension will commence in late January 2021.

4 OPERATIONS AND MAINTENANCE

4.1 Civil Construction and Stormwater

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

- Road shoulder maintenance program – 50% complete.
- Road signage repairs and installation – ongoing.
- Hotmix and footpath patching – ongoing.
- Kerb and channel maintenance program – ongoing.
- Culvert maintenance – ongoing.
- Rural Roads Roadside Slashing – 50% complete.
- Rural Roadside Weed Spraying – first spray 70% complete.
- Urban Roadside Weed Spraying – Completed.

4.2 Buildings

Planned and reactive maintenance and minor works in accordance with the Service Level Document and maintenance program, including:

- CRM works as required.
- Gutter cleaning of Council buildings – ongoing seasonal program.
- Solar panel cleaning program – ongoing annual program.
- Regulatory Plumbing Inspections – 20% complete.
- Civic Plaza flag pole removal and install bollard to house power outlets – 50% complete.
- TMV Plumbing Inspections – 20% complete.
- Back Flow Device testing – 90% complete.
- West Park Oval – Bike Track fence, replace rotten top caps – 90% complete.
- Parks furniture maintenance 60% complete.
- BAFC – install taps for solar panel cleaning – 95% complete.
- Sports Centre annual maintenance – ongoing.

4.3 Parks, Reserves, Sporting Grounds and Cemeteries

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

- CRM Works – as required.
- Walking track annual maintenance program – 45% complete.
- Christmas decorations removed.
- Annual Fire Hazard Reduction Program – 90% complete.
- Urban Slashing – commenced.
- Vegetation control eastern side of Mount Street to Southwell Street – Completed. Tree removal to occur late January 2021.
- Sand sifting commencing 5 December 2020 – concludes 28 March 2021.
- Montello Soccer Ground Upgrade – the spectator shelter was relocated during November 2020 and craned into a new position to complement the terrace seating. The treated pine retaining wall for the seating is complete.

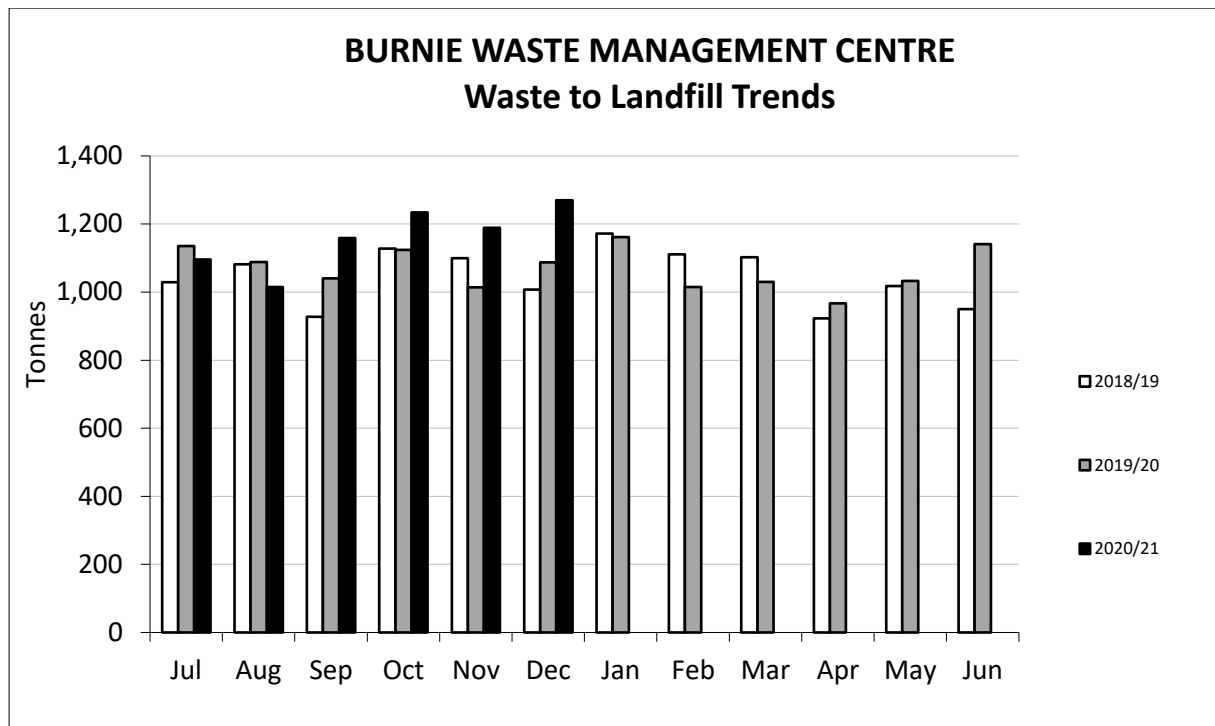
4.4 Waste Management

- Desludging of leachate ponds – 50% complete.
- Repair and rehabilitation of Stage 1 landfill cap – 25% complete.
- Wetlands maintenance – ongoing.
- CBD bin audit – 70% complete.

The following waste graphs and figures report activities for November and December 2020 as are as follows:

MUNICIPAL WASTE DIVERSION FROM LANDFILL (tonnes)														
	2019/20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	2020/21
Waste Transported to Landfill	12,835	1,096	1,015	1,159	1,234	1,189	1,269							6,961
BCC Recovery	4,277	359	291	348	494	604	503	-	-	-	-	-	-	2,600
Cleanaway Recovery	1,345	160	134	223	253	426	194	-	-	-	-	-	-	1,390
Recyclables Collected Kerbside	1,396	109	106	159	109	113	117	-	-	-	-	-	-	712
Total Municipal Waste	19,854	1,724	1,545	1,889	2,090	2,332	2,084	-	-	-	-	-	-	11,663
% diverted from Landfill	35%	36%	34%	39%	41%	49%	39%	-	-	-	-	-	-	40%

Note: Figures are displayed to nearest whole number.

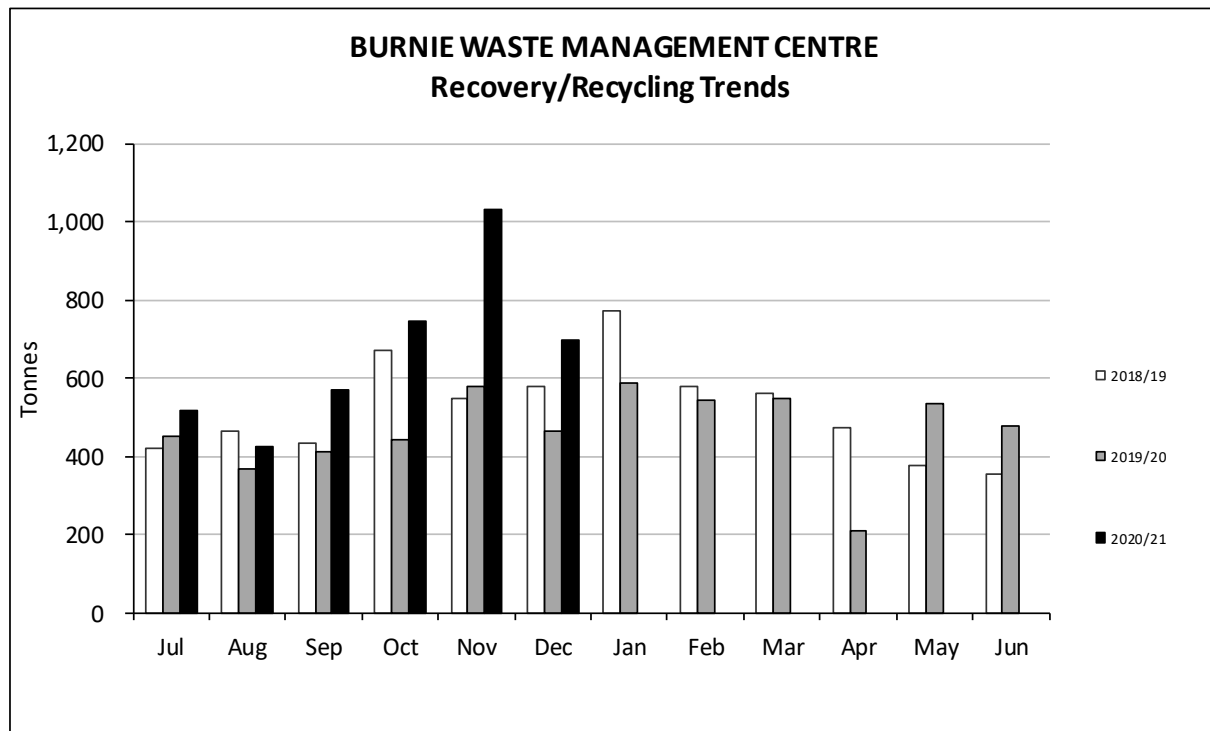


BURNIE WASTE MANAGEMENT CENTRE						
WASTE TO LANDFILL						
Summary Table (tonnes)						
MONTH	2018/19	YTD	2019/20	YTD	2020/21	YTD
Jul	1,029	1,029	1,135	1,135	1,096	1,096
Aug	1,082	2,111	1,088	2,223	1,015	2,110
Sep	927	3,038	1,040	3,263	1,159	3,269
Oct	1,128	4,167	1,124	4,388	1,234	4,502
Nov	1,099	5,266	1,014	5,402	1,189	5,691
Dec	1,007	6,273	1,088	6,489	1,269	6,961
Jan	1,172	7,445	1,161	7,651	-	-
Feb	1,111	8,555	1,015	8,665	-	-
Mar	1,102	9,657	1,030	9,695	-	-
Apr	922	10,580	967	10,662	-	-
May	1,018	11,597	1,033	11,694	-	-
Jun	950	12,548	1,141	12,835	-	-
TOTAL	12,548		12,835		6,961	

Note: Figures are displayed to nearest whole number.

BURNIE WASTE MANAGEMENT CENTRE RECOVERY/RECYCLING															
BCC ACTIVITIES		YTD	MONTH												YTD
	Units	2019/20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	2020/21
Recyclables	t	74	7	6	6	6	6	8							39
Cardboard	t	124	13	7	11	9	14	12							67
E-Waste	t	9	10	-	-	-	-	-	-	-	-	-	-	-	10
Oil	L	10,490	1,210	1,040	520	1,150	600	1,000							5,520
	t	9.23	1.06	0.92	0.46	1.01	0.53	0.88	-	-	-	-	-	-	4.86
Green Waste	m3	20,305	1,639	1,384	1,655	2,388	2,920	2,412							12,398
	t	4,061	328	277	331	478	584	482	-	-	-	-	-	-	2,480
Total BCC Activities	t	4,277	359	291	348	494	604	503	-	-	-	-	-	-	2,600
CLEANAWAY ACTIVITIES		2019/20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	2020/21
Transfer Shed Recovery:															
Cardboard	t	45	3	2	2	2	1	1							12
Steel	t	297	35	42	39	28	115	21							281
NonFerrous Metals	t	30	4	4	1	4	6								19
Timber	t	78	9	5	4	1	3	3							24
Concrete	t	14	6	-	-	-	91	66							163
<i>Total Transfer Shed Recovery:</i>		464	57	52	46	35	216	91	-	-	-	-	-	-	498
Skip Bin Steel	t	267	20	6	28	23	111	27							215
Skip Bin Tyres	No.	458	14	33	191	39	73	300							650
	t	2.5	0.08	0.18	1.05	0.21	0.40	1.65	-	-	-	-	-	-	3.6
Skip Bin Timber	t	25	2	2	0	2	0	2							9
Concrete Stockpile	t	587	80	74	148	193	99	72							665
Total Cleanaway Activities		1,345	160	134	223	253	426	194	-	-	-	-	-	-	1,390
TOTAL RECOVERY	t	5,622	519	425	571	748	1,031	697	-	-	-	-	-	-	3,990

Note: Figures are displayed to nearest whole number.

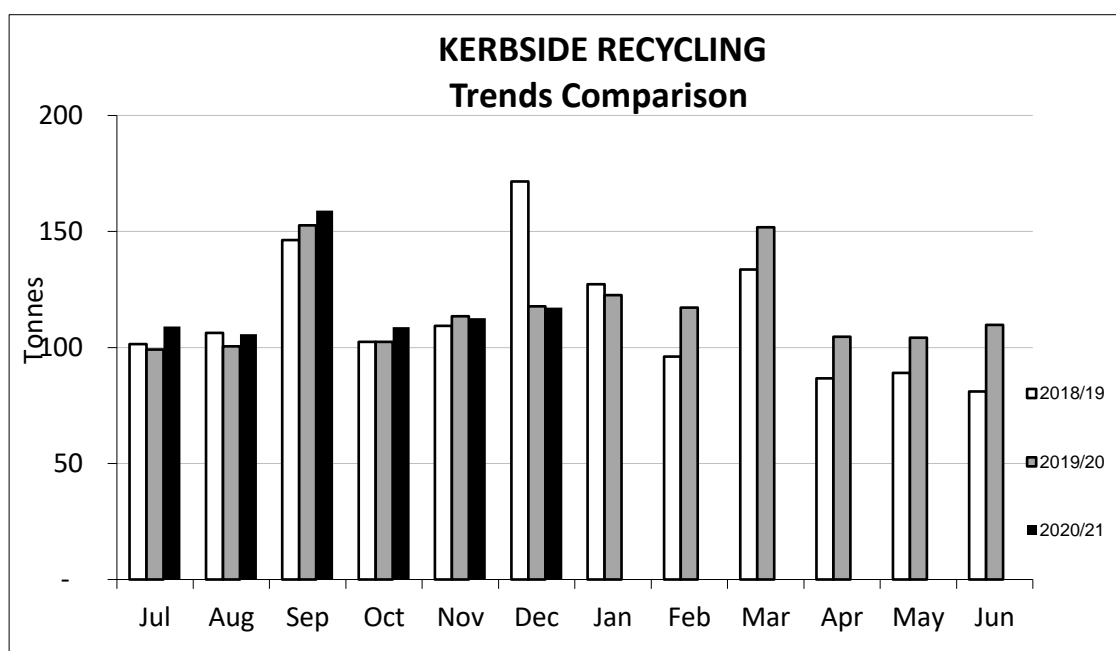


BURNIE WASTE MANAGEMENT CENTRE						
RECOVERY/RECYCLING						
Summary Table (tonnes)						
MONTH	2018/19	YTD	2019/20	YTD	2020/21	YTD
Jul	421	421	452	452	519	519
Aug	465	886	367	819	425	944
Sep	434	1,320	412	1,231	571	1,515
Oct	671	1,991	442	1,673	748	2,262
Nov	550	2,541	579	2,253	1,031	3,293
Dec	581	3,122	467	2,719	697	3,990
Jan	772	3,895	588	3,307	-	-
Feb	578	4,473	543	3,851	-	-
Mar	564	5,036	549	4,399	-	-
Apr	476	5,512	208	4,607	-	-
May	379	5,891	536	5,144	-	-
Jun	354	6,246	479	5,622	-	-
TOTAL	6,246		5,622		3,990	

Note: Figures are displayed to nearest whole number.

KERBSIDE RECYCLING															
RECYCLABLES COLLECTED	YTD	MONTH (tonnes)													YTD
	2019/20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	2020/21	
Kerbside Recycling	1184	92	88	134	92	95	97							599	
CBD Cardboard	138	11	11	14	11	11	11							69	
Council/Public Place Recyclables	74	6	7	11	6	6	8							44	
TOTAL	1396	109	106	159	109	113	117	0	0	0	0	0	0	712	

Note: Figures are displayed to nearest whole number. Outer BD Cardboard figures combined with CBD Cardboard.



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

KERBSIDE RECYCLING						
Summary Table (tonnes)						
MONTH	2018/19	YTD	2019/20	YTD	2020/21	YTD
Jul	101	101	99	99	109	109
Aug	106	208	100	200	106	215
Sep	146	354	153	352	159	374
Oct	102	456	102	455	109	483
Nov	109	566	113	568	113	595
Dec	172	737	118	686	117	712
Jan	127	865	123	809	-	-
Feb	96	961	117	926	-	-
Mar	134	1,094	152	1,078	-	-
Apr	87	1,181	105	1,182	-	-
May	89	1,270	104	1,286	-	-
Jun	81	1,351	110	1,396	-	-
TOTAL	1,351		1,396		712	

Note: Figures are displayed to nearest whole number.

5 VANDALISM AND REPORTED INCIDENTS

Vandalism and reported incidents to Council property for December 2020 are as follows:

Minor vandalism repairs were identified and completed during normal maintenance inspections.

DATE	LOCATION	VANDALISM AND REPORTED INCIDENTS	POLICE REPORT FILED	MONTHLY SUMMARY TO POLICE	CCTV FOOTAGE	OUTCOME	ESTIMATED MONTHLY COST	PROGRESSIVE ANNUAL TOTAL
DECEMBER								
1/12/20	Hilder Parade	Graffiti on Boardwalk and Signs	No	Yes	No	Remove/paint out graffiti	\$500.00	
2/12/20	View Road Toilets	Smashed Vacant/Engaged Lock	No	Yes	No	Replace lock	\$300.00	
7/12/20	Fernglade Reserve	Graffiti to Public Toilets and BBQ Shelters	No	Yes	No	Remove/paint out graffiti	\$200.00	
7/12/20	Hilder Parade Boardwalk and Penguin Centre	Graffiti on Boardwalk and Signage	No	Yes	No	Remove/paint out graffiti	\$350.00	
						TOTAL	\$1,350.00	\$16,139.00

6 PRIVATE WORKS

No information to report.

7 SES AND BURNIE EMERGENCY MANAGEMENT COMMITTEES ACTIVITY REPORTS

Emergency Management Committees

a) North Western Regional Emergency Management Committee (NWREMC)

A number of meetings regarding the operation of evacuation centres and concurrent emergencies occurred. A particular focus was on developing protocols for applying and managing COVID-19 controls in such settings.

The next meeting is scheduled for Wednesday, 10 February 2021.

b) Western Emergency Management Committee (WEMC)

The next meeting is scheduled for Thursday, 18 February 2021.

Minutes of the previous meeting are included in this agenda.

Council EM Tasks

The Annual Fuel Reduction Program has been progressed.

The Memorandum of Understanding (MOU) between Council and the SES in respect to the operation and support of the Burnie SES unit has been signed as the previous MOU had expired. No significant changes were made to the MOU.

The Australian Government has announced a \$50 M National Flood Mitigation Infrastructure Program. The State Government is coordinating the submission process and has called on Local Government to nominate projects.

Two projects will be nominated:

- Ridgley Township: Highway flood mitigation.
- Flash flood warning system for Emu River, Romaine Creek and Cooee Creek.

c) Western Fire Management Area Committee (FMAC)

Council Officers are continuing to work with TasFire Bushfire Risk Unit (formerly fuel reduction unit) to progress further community information sessions and fuel reduction burn plans for Round Hill and Havenview areas.

Exploring an opportunity for a community fire safety briefing in February 2021.

8 ENERGY MANAGEMENT

LGAT identified an opportunity to progress a procurement process for securing competitive pricing for the provision of electrical energy to member Councils.

Council participated in the buy group with a number of other Councils.

Council's Code for Tenders and Contracts provides various exemptions that Council can rely upon in not progressing a tender process itself for a procurement. In this case, Clause 13 (d) of the Code is relied upon.

A contract for goods or services obtained as a result of a tender process conducted by:

- i) another Council; or*

- ii) a single authority or a joint authority; or
 iii) the Local Government Association of Tasmania; or
 iv) any other local government association in this State or in another State or a Territory; or
 v) any organisation, or entity, established by any other local government association in this State or in another State or a Territory;

LGAT have progressed a tender process on behalf of Council.

The procurement process was separated into two components:

- Larger consumption sites 8 No.
- Smaller consumption sites 52 No.

Aurora provided the most competitive prices in both instances.

Site Type	Period	Standing Offer (Based On Historic Consumption)	Tender Price (Based On Estimated Consumption)	Potential Saving (Life of Contract)	Comment
Larger consumption sites	1 Nov 2021 to 31 Dec 2024	\$1,100,733	\$718,931	\$381,802	38 month contract
Smaller consumption sites	1 Jan 2021 to 31 Dec 2024	\$455,695	\$346,436	\$109,259	48 month contract
				\$491,061	Over life of both contracts

The General Manager has executed contract documents for both arrangements.

COUNCIL RESOLUTION

Resolution number: MO018-21

MOVED: Cr D Pease

SECONDED: Cr A Keygan

“THAT the General Manager’s Information Report for Works and Services for December 2020 be noted.”

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO013-21 GENERAL MANAGER'S INFORMATION REPORT FOR LAND AND ENVIRONMENTAL SERVICES DECEMBER 2020****FILE NO: 4/18/2****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT the General Manager’s Information Report for Land and Environmental Services for December 2020 be noted.”

2.0 SUMMARY

The report includes the following items:-

- 2.1 Health
- 2.2 Building Applications
- 2.3 Planning
- 2.4 Parking
- 2.5 Cemetery Statistics

2.1 HEALTH**2.1.1 Environmental Enquiries / Investigations**

Type	Number of Enquiries / Investigations	
	December 2020	YTD Total
Air	3	12
Water	0	2
Noise	4	16
Solid Waste	1	11
Other	3	11

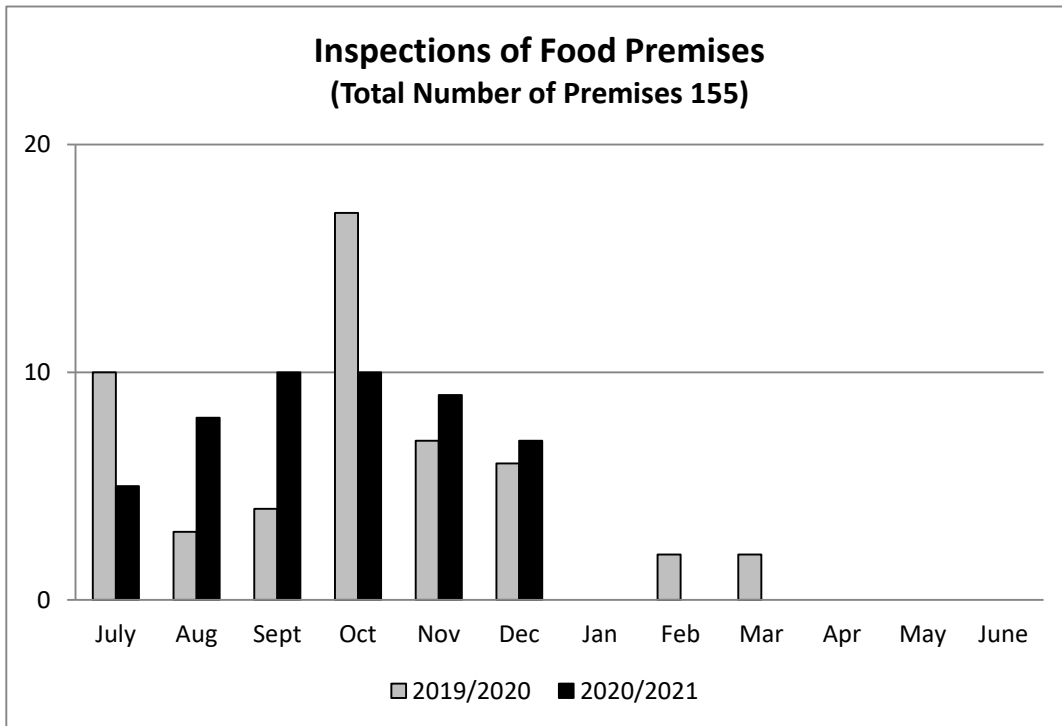
YTD is measured from 1 July each year.

2.1.2 Environmental Sampling

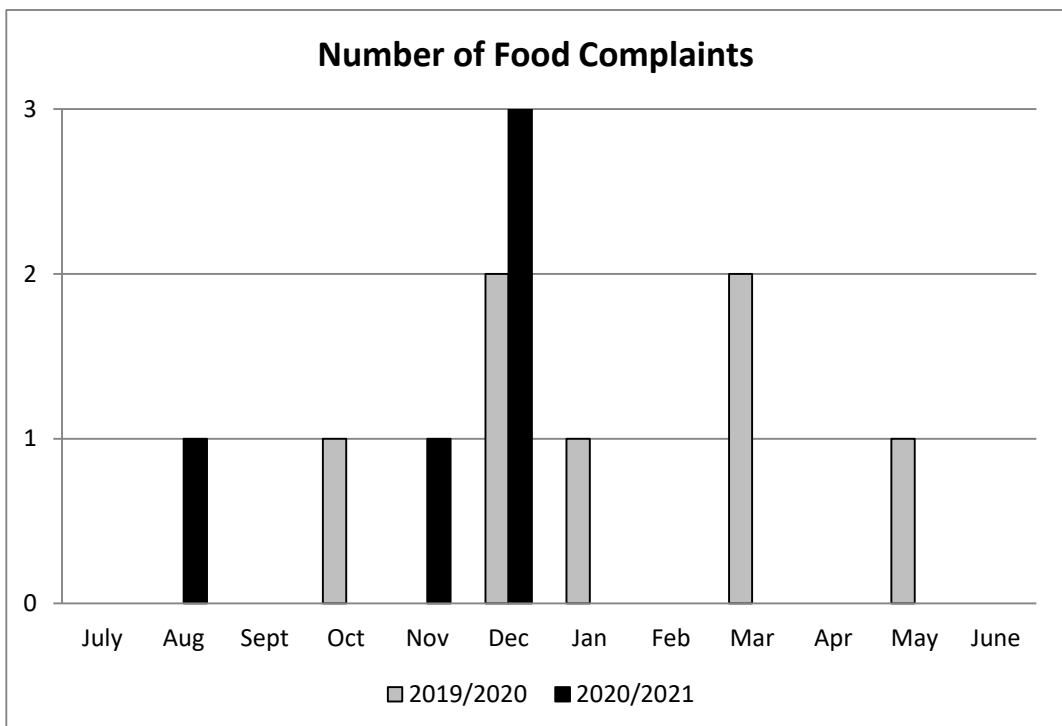
Type	Number of Samples Taken	
	December 2020	YTD Total
Beach Water Samples (summer months only)	10	20
Public Swimming Pool samples	5	27

YTD is measured from 1 July each year.

2.1.3 Food



Zero food premises inspections for January, April, May and June 2020.



Zero food complaints in July, August, September and November 2019. Nil food complaints in February, April, June, July, September and October 2020.

2.2 BUILDING APPLICATIONS

Permit Authority Applications - 2019												
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Notifiable Plumbing	3	3	13	4	8	7	5	9	4	4	9	8
Notifiable Building	7	13	6	14	10	8	4	9	5	6	5	9
Permit Plumbing	2	3	1	5	5	4	5	5	4	7	3	2
Permit Building	2	5	4	4	5	1	7	6	1	3	5	11
Substantial Compliance	2	0	1	1	2	0	0	0	1	2	0	0
Notifiable Demolition	0	0	0	0	0	0	0	0	0	0	0	0
Permit Demolition	0	0	0	1	1	0	0	0	0	2	0	0
Permit Refused	0	0	0	0	0	0	0	0	0	0	0	0
Application Value \$	3,166,007	1,796,148	1,022,630	3,714,353	5,931,974	1,336,546	2,978,446	5,352,472	1,639,537	3,344,759	1,709,660	5,192,312
Cumulative Total \$	3,166,007	4,962,155	5,984,785	9,699,138	15,631,112	16,967,658	19,946,104	25,298,576	26,938,113	30,282,872	31,992,532	37,184,844

Permit Authority Applications - 2020												
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Notifiable Plumbing	5	6	7	6	5	7	10	6	19	16	10	17
Notifiable Building	11	14	8	8	6	5	9	16	8	29	17	16
Permit Plumbing	5	2	3	3	3	4	1	4	8	2	4	3
Permit Building	4	2	4	7	6	4	7	8	6	10	3	7
Substantial Compliance	1	2	1	0	0	0	0	1	0	0	0	1
Notifiable Demolition	0	0	0	0	0	0	0	0	0	0	0	0
Permit Demolition	0	0	0	0	1	0	0	0	1	0	1	0
Permit Refused	0	0	0	0	0	0	0	0	0	1	0	0
Application Value \$	4,249,070	1,802,493	2,455,260	30,777,166	3,105,370	2,648,246	5,232,442	4,330,688	2,848,632	9,222,151	3,030,147	6,505,055
Cumulative Total \$	4,249,070	6,051,563	8,506,823	39,283,989	42,389,359	45,037,605	50,270,047	54,600,735	57,449,367	66,671,518	69,701,665	76,206,720

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

LAND USE AND DEVELOPMENT APPLICATIONS	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20	Aug 20	Sept 20	Oct 20	Nov 20	Dec 20
Permitted Use & Development	5	1	5	5	3	9	8	11	11	7	10	2	7
Discretionary Use & Development	6	5	6	6	7	11	12	5	8	8	19	15	9
Subdivisions	1	0	0	1	0	1	1	2	2	1	0	3	1
TOTAL APPLICATIONS	12	6	11	12	10	21	21	18	21	16	29	20	17
Determined by Delegation	16	10	5	9	6	9	14	21	11	18	9	15	23
Determined by Council	0	1	0	0	0	0	0	0	0	1	1	0	1
Withdrawn	2	0	0	0	0	0	0	3	4	4	2	0	3
Applications Cancelled by Planning Authority	0	0	0	0	0	0	0	0	0	0	0	0	0
Consent Decisions	0	0	0	0	0	0	0	0	0	0	0	0	0
Application Approved by Tasmanian Planning Commission	0	0	0	0	0	0	0	0	0	0	0	0	0
Applications Appealed and Approved by Resource Management & Planning Appeals Tribunal	0	0	0	0	0	0	0	0	0	0	0	0	0
PLANNING SCHEME AMENDMENTS													
Amendment requests	0	0	0	0	0	0	0	0	0	0	0	0	0
Amendment finally approved	0	0	0	0	0	0	1	0	0	0	0	0	0
Amendment Refused by Tasmanian Planning Commission	0	0	0	0	0	0	0	0	0	0	0	0	0
Applications Appealed and Refused by Resource Management & Planning Appeals Tribunal	0	0	0	0	0	0	0	0	0	0	0	0	0

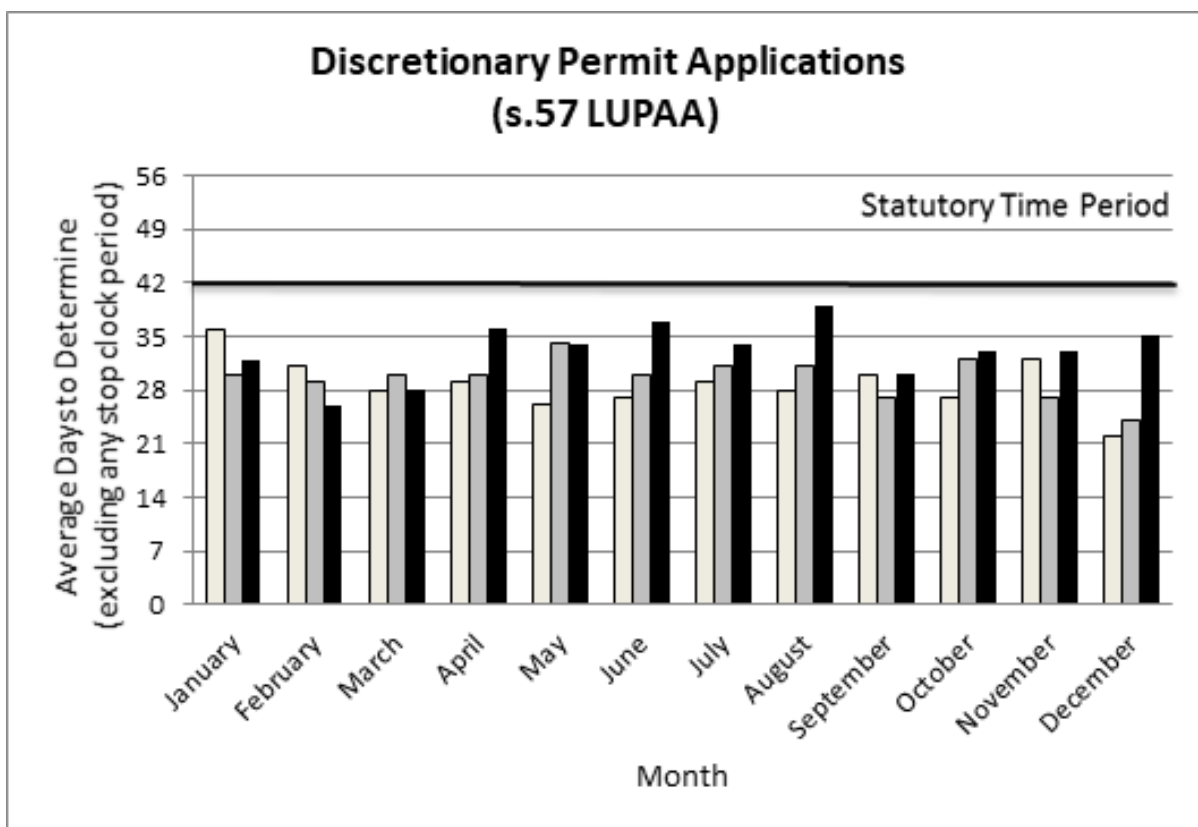
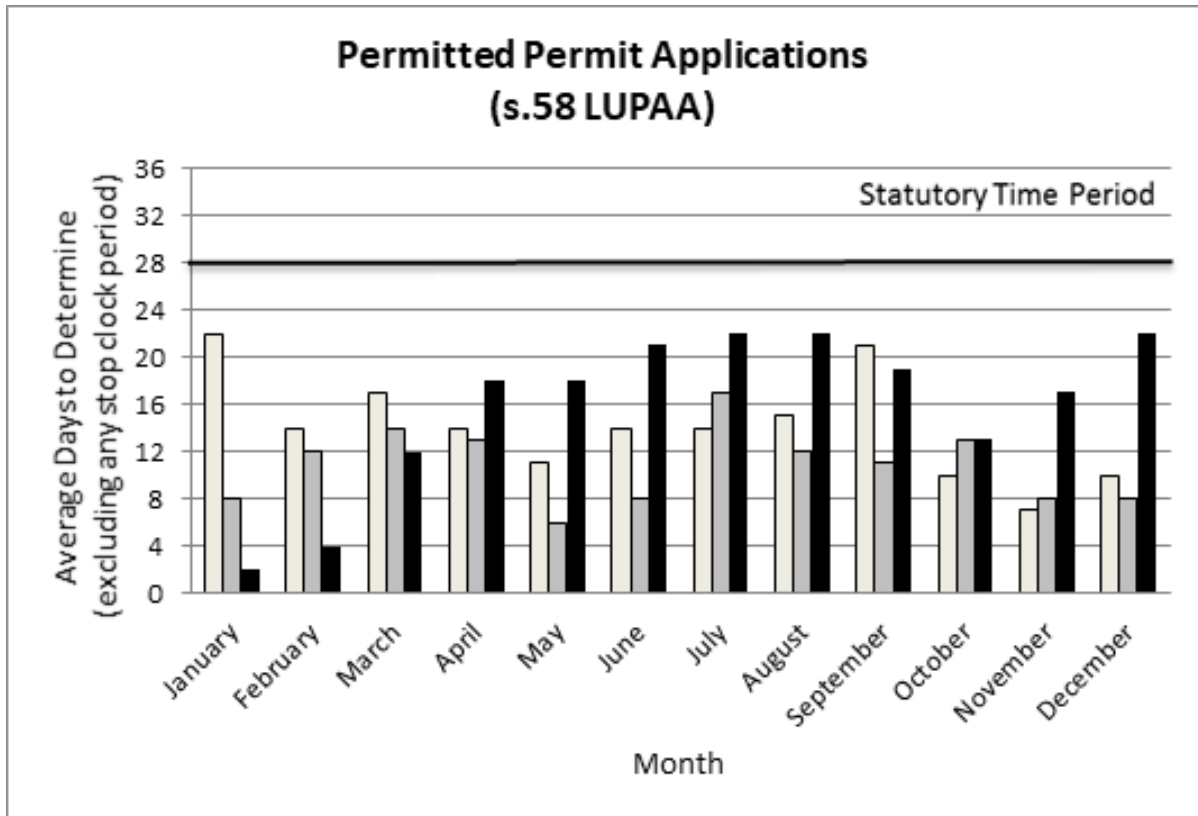
2.3.2 Land Use Permit Applications

DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIFY DATE	EXPIRY DATE	DECISION / DATE
01/12/2020	2020/166	3 Emmett Street PARK GROVE TAS 7320	Second Dwelling	N/A	N/A	Approved 22/12/2020
24/11/2020	2020/162	149 Mount Street UPPER BURNIE TAS 7320	Frontage Fence – Reliant on performance criteria for grant of permit - Clause 8.4.7 (P1)	02/12/2020	16/12/2020	Approved 24/12/2020
23/11/2020	2020/161	5 Malonga Drive SHOREWELL PARK TAS 7320	Carport (Retrospective) - Reliant on performance criteria for grant of permit - Clause 8.4.2 (P1, P2 & P3)	02/12/2020	16/12/2020	Approved 17/12/2020
12/11/2020	2020/150	10 Prior Crescent HEYBRIDGE TAS 7316	Single Dwelling and Outbuilding - Reliant on performance criteria for grant of permit - Clause BUR-S1.7.2 (P1.1, P1.2 & P3.2)	25/11/2020	09/12/2020	Approved 16/12/2020
09/11/2020	2020/153	20 Byworth Street PARK GROVE TAS 7320	Single Dwelling - Reliant on performance criteria for grant of permit - Clause 8.4.3 (P2)	14/11/2020	30/11/2020	Approved 16/12/2020
09/11/2020	2020/152	18 Breffny Road ROMAINE TAS 7320	Single Dwelling and Outbuilding - Reliant on performance criteria for grant of permit - Clause 11.4.1 (P1)	14/11/2020	30/11/2020	Approved 14/12/2020
05/11/2020	2020/151	2 Nothrop Court SHOREWELL PARK TAS 7320	Single Dwelling - Reliant on performance criteria for grant of permit - Clause 8.4.3 (P2)	14/11/2020	30/11/2020	Approved 14/12/2020
04/11/2020	2020/149	10 Main Road WIVENHOE TAS 7320	Storage Units + Signage - Reliant on performance criteria for grant of permit - Clause 19.4.2 (P1) & 19.4.3 (P1)	05/12/2020	21/12/2020	Approved 22/12/2020
29/10/2020	2020/148	48 Barnard Crescent SHOREWELL PARK TAS 7320	Multiple Dwellings x 3	N/A	N/A	Approved 10/12/2020
29/10/2020	2020/147	3 Durham Road COOEE TAS 7320	Establish a Service Industry use	N/A	N/A	Approved 08/12/2020
29/10/2020	2020/146	6 Romaine Street SOUTH BURNIE TAS 7320	Outbuilding - Changes to an Existing Non-conforming Use - Reliant on General Provisions Clause 7.1	18/11/2020	02/12/2020	Approved 22/12/2020
29/10/2020	2020/145	6 Sunny Place HEYBRIDGE TAS 7316	Single Dwelling - Reliant on performance criteria for grant of permit - Clause BUR-S1.7.2 P1.1, P1.2, P3.1 and P3.2	11/11/2020	25/11/2020	Approved 09/12/2020
28/10/2020	2020/143	8 Winforton Avenue HEYBRIDGE TAS 7316	Single Dwelling and Outbuilding - Reliant on performance criteria for grant of permit - Clause BUR-S1.7.2 (P2)	07/11/2020	23/11/2020	Approved 09/12/2020
23/10/2020	2020/141	294 Upper Stowport Road UPPER STOWPORT TAS 7321	Replacement dwelling and demolition of existing dwelling - Reliant on performance criteria for grant of permit - Clause 21.3.1 (P4)	07/11/2020	23/11/2020	Approved 03/12/2020
20/10/2020	2020/139	10A O'Grady Street HAVENVIEW TAS 7320	Single Dwelling - Reliant on performance criteria for grant of permit - Clause 10.4.3 (P1 & P2)	11/11/2020	25/11/2020	Approved 14/12/2020
14/10/2020	2020/137	157 Old Surrey Road HAVENVIEW TAS 7320	Warehouse (storage of whiskey casks)	N/A	N/A	Approved 24/12/2020
25/09/2020	2020/128	100 Old Surrey Road HAVENVIEW TAS 7320	Multiple Dwelling Development (x2)	N/A	N/A	Approved 09/12/2020
15/09/2020	2020/123	93 Madeline Drive MOOREVILLE TAS 7320	Multiple Dwelling Development (x5)	N/A	N/A	Approved 10/12/2020

08/09/2020	2020/121	99 Madeline Drive MOOREVILLE TAS 7320	Multiple Dwelling Development (x5)	N/A	N/A	Approved 04/12/2020
14/08/2020	2020/106	46 Nairana Avenue SHOREWELL PARK TAS 7320	Second Dwelling - Reliant on performance criteria for grant of permit - Clause 8.4.6 (P2) and Clause 8.4.7 (P1)	05/12/2020	21/12/2020	Approved 22/12/2020
31/07/2020	2020/95	45B Mooreville Road SHOREWELL PARK TAS 7320	Outbuilding - Reliant on performance criteria for grant of permit - Clause 8.4.2 (P3)	07/11/2020	23/11/2020	Approved 11/12/2020
08/07/2020	2020/87	397 Bass Highway CAMDALE TAS 7320	Coffee Roasting Facility with Caretakers Flat and Storage use - Reliant on performance criteria for grant of permit - Clause 18.3.2 (P1) - Clause C3.5.1 (P1) - Clause C10.5.2 (P1) and Clause C10.6.1 (P1.1 & P1.2)	21/11/2020	07/12/2020	Approved 16/12/2020

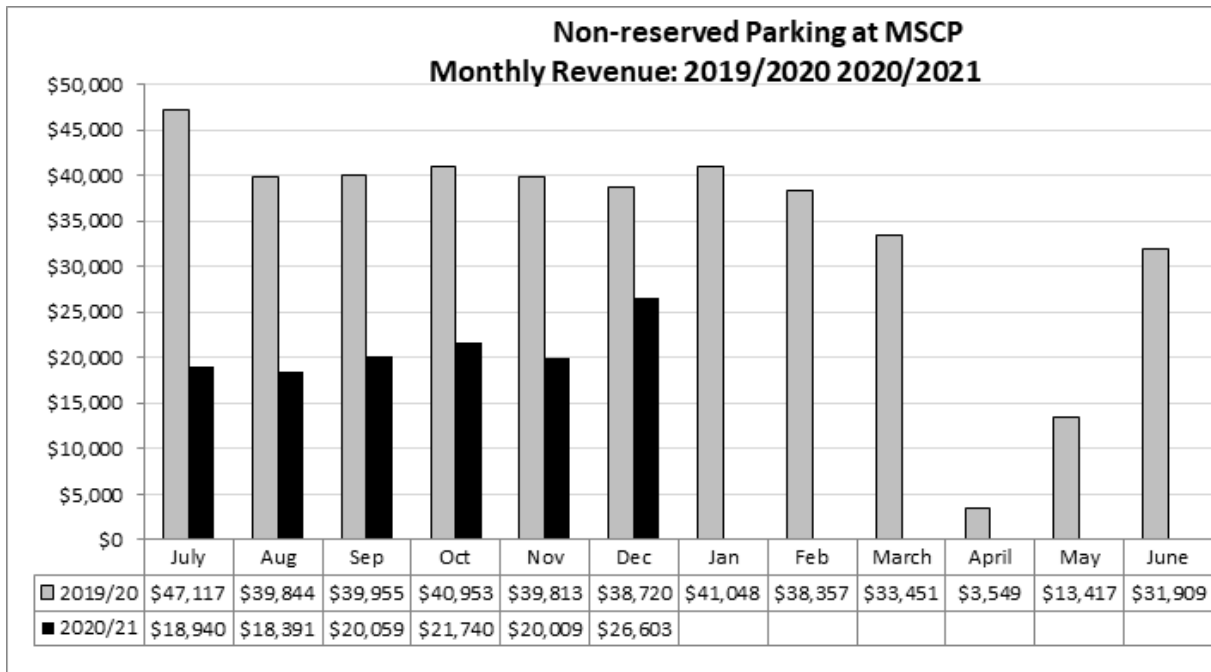
2.3.3 Subdivision Applications

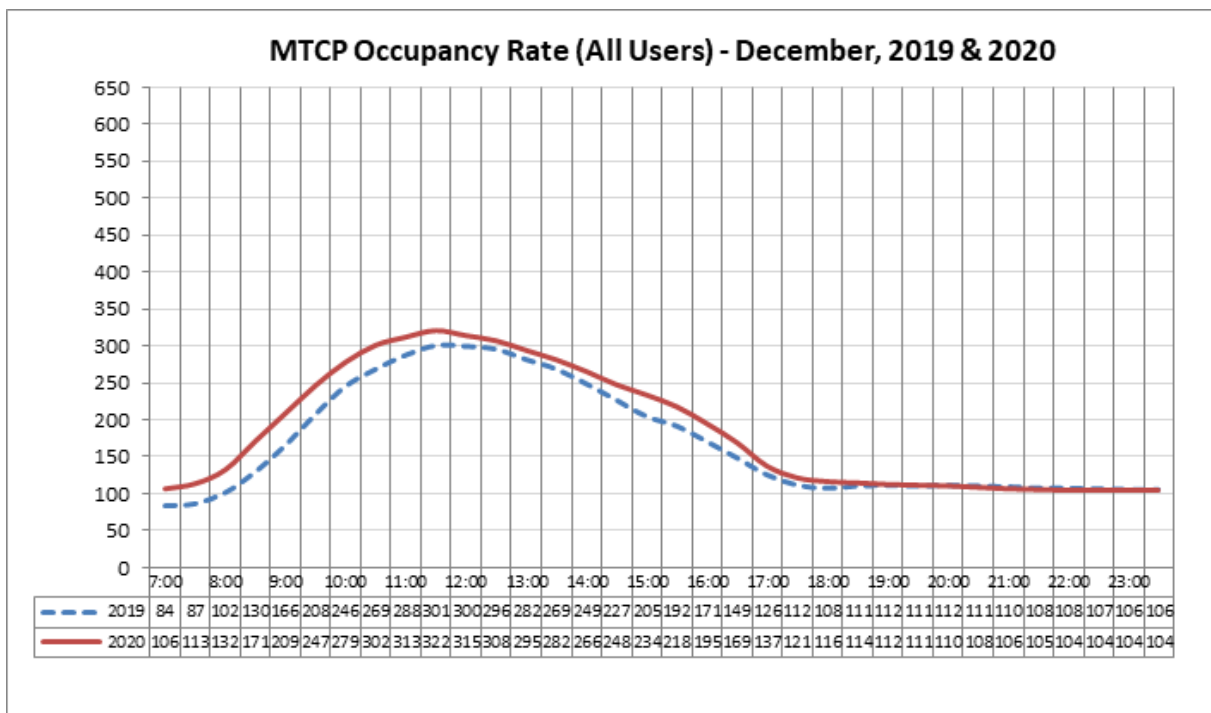
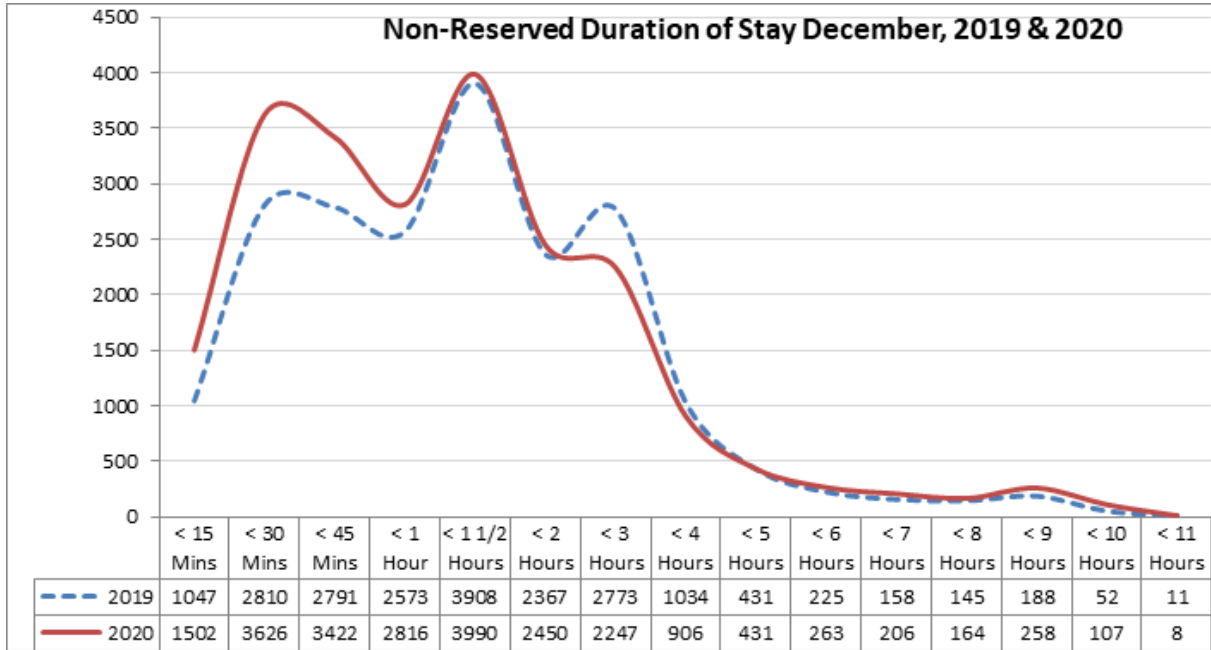
DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIFY DATE	EXPIRY DATE	DECISION / DATE
05/11/2020	2020/1311	44 West Mooreville Road, PARK GROVE TAS 7320	Two lot subdivision and two single dwellings – reliant on performance criteria for grant of permit – Clause 8.4.2 (p2) – Clause 8.4.3 (P2) – Clause 8.6.1 (P1) and Clause C7.7.2 (P1.1 & P1.2)	18/11/2020	02/12/2020	Approved 22/12/2020



Average time for determination of permit applications decided by month.

2.4 PARKING





Calculated on remaining spaces – 78 Reserved spaces for 2019, 98 Reserved spaces for 2020

2.5 CEMETERY STATISTICS

Burials	December 2020	YTD Total
Lawn Cemetery	7	36
Wivenhoe / Ridgley	0	0
Other	0	0
Total	7	36

YTD is measured from 1 July each year.

Ashes Interred	December 2020	YTD Total
Lawn Cemetery	5	14
Wivenhoe / Ridgley	0	0
Total	5	14

YTD is measured from 1 July each year.

COUNCIL RESOLUTION

Resolution number: MO019-21

MOVED: *Cr C Lynch*

SECONDED: *Cr G Simpson*

“THAT the General Manager’s Information Report for Land and Environmental Services for December 2020 be noted.”

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO014-21 GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT DECEMBER 2020****FILE NO: 4/18/2****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	2	AN INCLUSIVE AND HEALTHY COMMUNITY
Objective	2.3	A place where everyone feels accepted and participates freely in community activities.
Strategy	2.3.4	Promote inclusiveness and participation within identifiable groups.

1.0 RECOMMENDATION:

“THAT the General Manager’s Information Report for Community and Economic Development for December 2020 be noted.”

2.0 SUMMARY

This report provides the past month’s updates under the following areas:

Community and Economic Development

- 2.1 Business and Recreation
- 2.2 Community / Cultural Development
- 2.3 Burnie Regional Museum and Burnie Regional Art Gallery
- 2.4 Burnie Arts and Function Centre
- 2.5 Makers’ Workshop – Visitor Information Centre
- 2.6 Marketing and Events
- 2.7 Collective Impact

2.1 BUSINESS AND RECREATION

Burnie Gift Cards

The Council promoted our Burnie Gift cards during early December through social media, website and commercial radio. The cards are redeemable at most local Burnie stores including Woolworths and Harvey Norman. During December just over \$30,000 of cards were purchased.

Burnie Christmas Santa's Workshop

Together with local CBD retailers and Business NW, Council organised a community event in the Plaza Arcade with a series of appearances of Santa during a fortnight in December. A specially dedicated location, Santa's Workshop, was created to entertain children and attract families during their Christmas shopping.

Burnie Christmas Lighting of the Tree

In conjunction with Business NW, Council conducted a Lighting of the Christmas Tree dedication on December 18. Closing Mount Street between 7:30pm and 9:30pm, the Burnie Brass Band and singers entertained those assembled as the countdown to the lighting progressed.

It is anticipated the 2021 version may include more attractions and a festival-type atmosphere – dependent on our COVID situation at that time.

Business North West promotions funding

Please find **attached** a report on promotional activities.

2.2 COMMUNITY / CULTURAL DEVELOPMENT

Social Recovery/Emergency Management

- Council Officers creating a COVID19 pandemic plan to combine with Council's current Evacuation Centre set up plan.

Disability Action Plan Consultation Group Burnie (DAP)

The Department of State Growth has now announced changes to the entire North and North-West network which commences on 17 January 2021. Information about the changes are at: https://www.transport.tas.gov.au/public_transport

Expressions of Interest - Wivenhoe Buildings

- Council Officers still working with community groups regarding their allocated buildings.
- The Meeting room has had some maintenance done in readiness for community groups to use: combination lock, sensor lighting, tables and chairs and PAYG meter.

Volunteer Thank You Gift Vouchers

- All Gift Card Vouchers have now been collected.

2020/2021 Financial Assistance Grants (as at 18/1/21)***Committed Three Year Sponsorship (2019-2022)***

Name/Organisation	Committed	Paid	
Cohee to Camdale Coastcare (\$7,410 over 3yrs)	\$2,470	\$715	To purchase equipment, clothing and assist with insurance and telephone costs.
Burnie Amateur Swimming Club (\$9,000 over 3yrs)	\$3,000	\$0	To assist with the costs of hiring the Burnie Aquatic Centre.
Burnie Harness Racing Club (2019/2020 - \$1,485); (2020/2021 - \$1,980); (2021/2022 - \$1,980)	\$1,980	\$1,045	To off-set costs associated with access across the rail corridor at Wivenhoe.
Total	\$7,450	\$1,760	

Committed Five Year Sponsorship (2020/21 to 2024/25)

Name/Organisation	Committed	Paid	
Burnie Mens Shed (2020/21 to 2024/25)	\$2,500	\$968	In recognition of the valuable support it provides to residents of the Burnie community.
Total	\$2,500	\$968	

Annual Community Group Assistance

Name/Organisation	Committed	Paid
Morning Melodies	\$1,460	\$0
Tasmanian Special Children's Christmas Party	\$1,500	\$1,500
Koori Kids - NAIDOC Week	\$400	\$450
Burnie Community House – A2P's Learner Driver Mentor Program 2 x Parking Spaces	\$2,398	\$2,398
Carols by Candlelight	\$4,500	\$4,500
Total	\$10,258	\$8,848

State Representatives Allowance

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

Mayor Financial Assistance Minor Sponsorship Requests

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

Food License Permits Requests

	Budget	Paid
Cancer Council of Tasmania		\$141
Total	\$1,000	\$141

Other Annual Assistance

Name/Organisation	Committed	Paid
Burnie Concert Band	\$2,500	\$0
Burnie Highland Pipe Band	\$2,500	\$0
City of Burnie Brass Band	\$2,500	\$0
EMUsicians	\$2,500	\$0
Stringalong Music Programme	\$2,500	\$1,513
Total	\$12,500	\$1,513

Waste Disposal Costs for Charitable & NFP Organisations

Name/Organisation	Committed	Paid
Australian Red Cross	\$600	\$30
Launceston City Mission – Mission Shop Burnie	\$1,000	\$33
Lifeline Tasmania	\$300	\$0
Salvation Army Thrift Shop Burnie	\$1,000	\$10
Total	\$1,900	\$73

YTD Totals

Name/Organisation	Budget	Committed	Paid
Committed Three Year Sponsorship (2019/2020 -2021/2022)		\$7,450	\$1,760
Committed Five Year Sponsorship (2020/21 to 2024/25)		\$2,500	\$968
Other Annual Community Group Assistance		\$10,258	\$8,848
State Representatives Allowance		\$10,000	\$300
Minor Sponsorship Grants by Mayor		\$2,500	\$0
Food License Permits		\$1,000	\$141
Total Financial Assistance Grants	\$70,500	\$33,708	\$12,017
Other Annual Assistance		\$12,500	\$1,513
Waste Disposal Costs for Charitable & NFP Organisations	\$5,000	\$1,900	\$73

2.3 BURNIE REGIONAL MUSEUM and BURNIE REGIONAL ART GALLERYFederation Street conservation and accessioning

Physically accessioned, cleaned, treated and photographed and ready for opening

- Butter Factory (211 objects), Carpenter's workshop (334 objects), Wash house (93 objects)

Physical accessioning, cleaned, treated and photographed - room/s - in progress

- Dentist – 95% complete. Room is being re-installed.
- Kitchen and Parlour – clean objects and photograph taken for database, check object has a MOSAiC record

Mosaic data entry

- Butter Factory – commenced – volunteer completing data entry
- Carpenter's workshop – commenced – Brad Rice (BRAG) completing data entry
- Wash house – data for 93 objects have been entered by Allison Daley (CED), photographs to be linked
- Dentist – to commence

- Kitchen/Parlour/Printery – some data entered, photographs to be taken and linked, QC check

Advocate collection digitisation – Finalising the procedures for the most efficient method of digitising the Advocate photograph collection (two volunteers have been assigned to this project one day per week while Federation Street is in progress).

Peter Mercer journal transcriptions – the last two journals are being transcribed by volunteers.

John Hays collection – a volunteer has almost completed rehousing, scanning aerial/industrial photographs.

Thylacine skin conservation – The Thylacine skin was collected just before Christmas for conservation treatment.

Library storage – shelving and storage work has been completed with the first group of objects to be relocated in early January.

Burnie Marine Port transfer of archival material – In process of deaccessioning collection for transfer to the Tasmanian Archives.

Gallery Exhibitions

	DECEMBER	JANUARY	FEBRUARY
<i>The Overwintering Project</i> <i>18 December –</i> <i>6 February 2021</i>	Also called Mapping Sanctuary, this is an environmental art project where contributing artists from Australia and New Zealand respond to the unique nature of local migratory shorebirds and their habitat. With nearly 300 artists represented including well-known north west artists Kit Hiller and Raymond Arnold.		
<i>Monumental</i> <i>18 December –</i> <i>6 February 2021</i>	From the Burnie Regional Art Gallery collection – three large works exploring the monumental geological formations in Tasmania: David Edgar, <i>Don Head</i> ; Con Rhee, <i>Painted Cliffs, Maria Island</i> ; Patrick Grieve, <i>Riopelle No 2 study</i> – working drawings for the Farmland Coastal Series		
<i>Unpacked: David Rose</i> <i>12 November –</i> <i>20 January 2021</i>	Exquisite screen prints by Australian master printer David Rose (1936 – 2006) – from the collection.		

Visitor numbers in December - 277

Collection Management – updating, photography and combining of database with Museum data base continues. The Art Gallery database is now mostly in concert with the Museum data base – images are being updated and are kept in an external hard drive, data is being cleaned and corrected in readiness to put online.

Other programs/projects

- The Gallery will restart public programs from 2 January with an extensive school holiday agenda: <https://www.burnie.net/Explore/Arts-and-Culture/Burnie-Regional-Art-Gallery-Public-Programs> . We continue to deliver some online children’s programs via social media and with “Craft@Home” projects available for collection.
- The gallery and museum are exploring online delivery (via social media and the web) of combined exhibitions in order to comply with Arts Tasmania’s Multi Year Funding requirements.
- The gallery and museum are also working toward a combined website and social media pages in response to our strategic plan.

2.4 BURNIE ARTS AND FUNCTION CENTRE

The BAFC has had 13 events during December closing its doors on December 20th for the year. These events included UTAS and Reflections Dance Studio graduations, Niche Market, Burnie Concert Band and Burnie High School end of year presentations.

2.5 MAKERS’ WORKSHOP – VISITOR INFORMATION CENTRE

Makers’ Workshop adjusted its operating hours to include weekend trading on November 2, for a 3 month trial. The building will be closed to the public on Tuesday and Wednesday with the exception of private bookings through Creative Paper Tasmania.

Visitor Numbers

	December 2020	December 2019
Makers’ Workshop Door Count	3,041	10,979
Visitor Centre Counter	399	1,380
Cruise Ships	-	6

Creative Paper Tasmania

	December 2020	December 2019
Hand Made Paper Tour Experience	290	704
Coach/School Groups	4 (3 schools, 1 group)	10
Attractions Bus (Cruise Ship Days)	-	3 (147 seats)

Online Activity

	Online Sales - December		Online Enquiries - December	
	2020	2019	2020	2019
Website	8	7	2	5
eBay	3	-	2	-

December 2020 paper sales were 55% of December 2019.

2.6 MARKETING AND EVENTS

The Family Fun time was held on Saturday 19 December. While over 1,100 people registered, approximately 450 people attended over the three sessions.

Planning has commenced for a Bite n Brew event on the Burnie Waterfront in conjunction with the finish of the North West Tarmac Rally.

2.7 COLLECTIVE IMPACT

Burnie Works

The Backbone Team is continuing planning on a social recovery campaign.

The first of four Cultural Competency Workshops was facilitated by the Tasmanian Aboriginal Centre.

A “snapshot” of 2020 activities is **attached**.

Local Enabling Group

The Local Enabling Group Inc. has commenced the process to transition from an incorporated association to a company limited by guarantee.

Employment Partnership Group

Planning is continuing for a Future Jobs and Training Expo on 11 February.

ATTACHMENTS

1. [Burnie Works Snapshot](#)
2. [BNW Promotions Report](#)

COUNCIL RESOLUTION

Resolution number: MO020-21

MOVED: *Cr D Pease*

SECONDED: *Cr C Lynch*

“THAT the General Manager’s Information Report for Community and Economic Development for December 2020 be noted.”

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

Against:

CARRIED UNANIMOUSLY

"WHEN WE THINK BIG AND PLAN AHEAD, BURNIE WORKS"

Burnie Works aims to facilitate and sustain the conditions needed to create long term system change needed for Burnie to be a vibrant, thriving beautiful place: a caring community: a regional leader engaged with the world and a community that lives its dreams.

- ➔ Increased access to **resources and opportunities**
- ➔ Improved **pathways** between sectors, pathways and community
- ➔ Increased **commitment** to collaboration, systems change and advocacy
- ➔ Increased **shared understanding** of place-based change approaches and community engagement across sectors and community members

Burnie Works brings partners together to create positive change through:

2020 a year that drew out the best in Burnie Works partners to continue to:

- ✔ **Facilitate and coordinate collaboration** through and beyond its working groups to involve community in place-based systems change and incorporating community voice
- ✔ **Implement** projects in new ways to respond to the challenges of COVID-19

Develop a **framework for measuring, understanding, and learning** from the impact of the Burnie Works way so that we all have a better understanding of what works and why

Advocate for what is needed for creating positive change now and into the future

2020 a year when Burnie Works continued its capacity building and community activities:

- 7 capacity building events attended by 183 community leaders and service provider staff.
- 200 subscribers to the Burnie Works monthly newsletter and
- 700 social media followers

2020 a year when Burnie Works continued its governance and strategic activities:

Local Enabling Group

9 representatives from industry, government services and education dedicated more than 120 hours

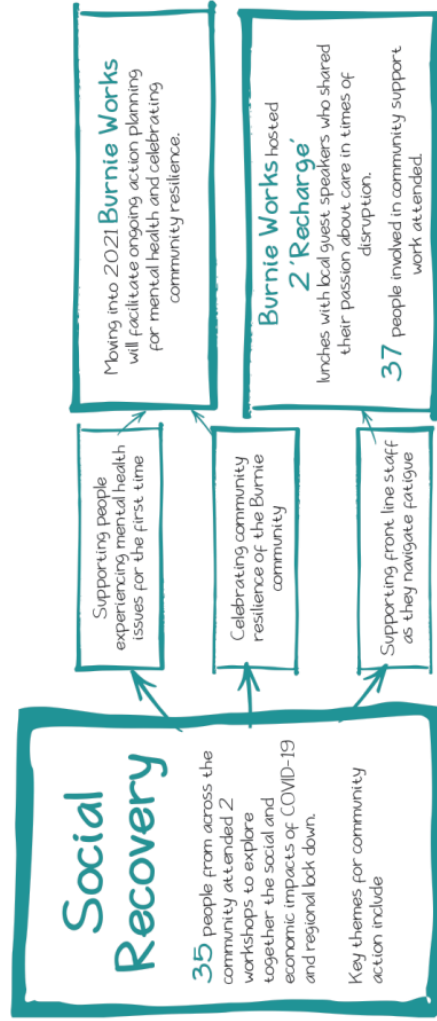
84 stake holders contributed to the Burnie Works 2020 - 2030 Collective Impact Plan

system change priority areas

- Education
- Employment
- Family, Child & Youth Wellbeing

Priority action area: Place-based funding framework

2020 WAS A YEAR WHERE BURNIE WORKS DEMONSTRATED THAT IT IS FLEXIBLE, ADAPTABLE AND CAN FIND WAYS TO RESPOND TO EMERGING ISSUES:



2020 WAS A YEAR WHERE BURNIE WORKS DEMONSTRATED THAT IT IS FLEXIBLE, ADAPTABLE AND CAN FIND WAYS TO CONTINUE ACTIVITIES TO FOCUS ON OUTCOMES FOR:

EDUCATION

12 people from across business and education contribute their experience and passion to the BIG Working Group.
Vision: The knowledge and resources of the growing business sector in the Burnie region are harnessed to foster aspiration and achievement in the young people.
Activities create connections between schools, higher education institutions and the business sector.



5 Up Close and BIG events with 180 year five to year twelve students from 8 schools where guests sowed seeds of inspiration and show what education and employment pathways are possible
Dream Big Jobs Brainstorming sessions were held with Grade 5 students in 5 Primary Schools.

In 2021 Dream Big will take year five students to visit higher education campuses and spend time with employers in a career of interest



Burnie Works partnered with Beacon Foundation and the Industry Training Hub to create a live streamed 'selection' event to encourage businesses to provide more than 40 VET placements for students to completing their training.

EMPLOYMENT

16 people from across employment services and education contribute their experience and passion to the Employment Partnership Group.

EPG guides the Building Bridges program which links mature job seekers with employers.



The EPG focus event in 2021 is the Future Jobs and Training Expo. Industry groups and higher education providers will be promoting the jobs of the future and the pathways to get into these fields.

FAMILY, CHILD & YOUTH WELLBEING

Families Group

The Families Group came together for the first time post COVID. 30 participants, half community families and half local organisations who provide services to families

This working group is building relationships and trust. It is considering 3 initial ideas from the group:
Accessing school gardens outside of school terms
Community led Dad's playgroup using existing community resources
Accessible activities for children aged 5-12

Local Drug Action Team

The Burnie Works Local Drug Action Team is working to increase protective factors in the Burnie community, to reduce harm from alcohol and drug use.

The Know the Risks Community Action Plan will commence in 2021, with community members updating the Know the Risks booklet with information on supporting loved ones and where to find advice, support and resources.

CAPITOL

Burnie Works is working with the University of Tasmania CAPITOL Project. CAPITOL will establish a working group on health and wellbeing within Burnie Works.

The research will help communities to more effectively prevent obesity.

Justice

Burnie Works is bringing together key stakeholders in Justice, to support them to form a working group in 2021

Burnie Works partners with, and is supported by many organisations and individuals from across community, government, industry, education and social service organisations. These include: Beacon Foundation, Burnie Community Centre, Burnie Community Services, Burnie City Council, Department of Social Services through the 177 Trust and Learn Fund for the Building Bridges to Employment program, Department of Education Skills and Employment, Regional Employment Trail, Philanthropic organisations including The Dusseldorp Forum, Stranger People.



**PROMOTIONS COMMITTEE REPORT FOR DECEMBER 2020****Pop up cinema**

Business Northwest ran a pop-up cinema in shop 8 of Plaza Arcade for approximately 5 weeks; 4 weeks in a non-entry, unattended mode and one week with full service (including free popcorn). The short films were of historical Burnie, APPM and the building of the highway – all circa 1965-70. In the final week we had 125 guests and extremely good feedback on the content and the concept.

The cinema will be reinstated in the New Year with more historic films plus aerial film of the NW coast by Gary McArthur of [Wandering Foxbat](#).

Total hours invested ~ 48

Santa's Grotto & Workshop

In conjunction with Debby King of Bonita Leather we helped create a special Christmas attraction in the Plaza Arcade. We transformed Shops 2 and 3 into a festive wonderland for the younger members of our community. Cyndia Hilliger of BNW created the Grotto where Santa and Mrs Santa received youngsters and had photos taken. The six two-hour sessions were enormously popular with queues in the arcade and out to Wilson St. Over 300 children visited Santa and enjoyed his garden. The workshop enabled parents to have their children entertained for 30 minutes whilst they went shopping. It was well received.

Total hours invested ~ 60

LED lights

Almost 7,000 LED lights were installed in the Norfolk Pine tree next to the Anglican church in Mount St. The lights are computer controlled to deliver attractive effects and were officially lit up on Friday DEC 18th. Due to COVID regulations attendance was limited and the event was not heavily promoted. Of the 250 tickets "sold", around 120 attended and enjoyed the spectacle. Feedback has been very positive from the community. We plan to add more lights to the site in the near future.

Total hours invested ~ 150

NAIDOC week

In mid-November BNW organised for local indigenous artist Alan Radford to display some of his artistic pieces and crafts in Shop 21 of Plaza Arcade to celebrate NAIDOC week. An open exhibition will be provided in January so the public can see all the pieces and have them personally explained by Alan.

Total hours invested ~ 20

Burnie 2.0

BNW launched its *Burnie 2.0* program to a small group including councillors and local businesses in shop 21 at the Plaza Arcade on DEC 4th. This program is a plan to revitalise Burnie and restore the city to its

former glory, attract more tourists to visit plus make locals proud to live here. Component projects are Renew Burnie, Living History, Nature cams and Light Up Burnie. The presence of BNW in Shop 9 is helping to build our profile and will assist in promoting the goals of *Burnie 2.0*. We had an update of the *Paper on Skin* pieces in our display windows and the new pieces created quite an attraction to passers-by.

Renew Burnie

We have signed a twelve-month contract with Renew Australia to operate a renewal program focused on the two arcades off Wilson St. Training has been provided by RA and an EOI for suitable social enterprises and creatives will be advertised in early January.

Living History

Prototyping has been done to commence this project for completion of Stage 1 by the end of February to coincide with the TDOTI festival to encourage visitors to walk around Burnie to enjoy our history. Stage 2 will extend the amount of content on the site to include more buildings and areas of the CBD and great urban area.

Nature Cams

We were delighted to receive a positive verdict on our \$19,000 grant application (via WxNW) from the state government to do filming and real time broadcasting of the platypuses at EVRG. Implementation will start in January. We had good media exposure via Ch 7 News and The Advocate for the announcement by Minister Jaensch.

We are awaiting building developments at the UTAS site before the penguin cam project can commence.

Light Up Burnie

We have been discussing doing a pilot project/proof of concept in Burnie Park and will develop a budget for this to be presented as soon as practical.

Building Better Regions Fund

Preliminary work has been done to support a grant application for submission in February. Finalisation of the purpose for the grant to be decided by end of January.

GENERAL MANAGER**AO015-21 GENERAL MANAGER'S INFORMATION REPORT CORPORATE AND BUSINESS SERVICES NOVEMBER AND DECEMBER 2020****FILE NO: 4/18/2****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.4	A sustainable, viable financial future is assured and accountability is demonstrated through open and transparent processes.
Strategy	7.4.2	Demonstrate financial accountability and ensure strong internal controls underpin performance.

1.0 RECOMMENDATION:

“THAT the General Manager’s Information Report for Corporate and Business Services for November and December 2020 be noted.”

2.0 SUMMARY

The report includes the following items:

Corporate and Business Services

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

2.1 SUMMARY FINANCIAL STATEMENTS

Statement of Comprehensive Income

This report provides the draft YTD operating results for the period ending 31 December 2020.

YTD Comprehensive Income Statement

	YTD Actual \$'000	YTD Budget \$'000	YTD Variance to Budget \$'000	Annual Budget 2021 \$'000	Annual Forecast 2021 \$'000	Forecast Variance to Budget \$'000	
Recurrent Income							
Rates and charges	22,841	22,994	⊖ 153	22,994	22,973	⊕ 21	U
Statutory fees and fines	493	522	⊖ 29	1,045	857	⊖ 188	U
User fees	1,511	1,604	⊖ 93	3,210	3,203	⊕ 7	U
Grants	1,701	1,870	⊖ 169	3,740	3,736	⊕ 4	U
Reimbursements	186	212	⊖ 26	424	488	⊖ (64)	F
Other income	301	429	⊖ 128	859	698	⊖ 161	U
Investment income	-	-	⊕ -	123	123	⊕ 0	U
Total recurrent income	27,033	27,632	⊖ 598	32,394	32,078	⊖ 316	U
Recurrent Expenses							
Employee benefits	5,303	5,688	⊖ (385)	11,925	12,207	⊖ 282	U
Materials and services	4,182	5,530	⊖ (1,348)	11,028	10,921	⊕ (107)	F
Depreciation and amortisation	3,889	3,997	⊖ (108)	7,994	7,994	⊕ 0	U
Finance costs	118	116	⊕ 2	227	227	⊕ (0)	F
Other expenses	1,251	1,667	⊖ (416)	3,406	3,420	⊖ 14	U
Total recurrent expenses	14,743	16,999	⊖ (2,256)	34,579	34,769	⊖ 190	U
Operating surplus/(deficit)	12,290	10,633	⊕ (1,658)	(2,185)	(2,691)	⊖ 506	U
Capital Items							
Capital grants	667	1,516	⊖ 849	3,034	3,034	⊕ -	F
Expenditure on assets not owned by Council	-	-	⊕ -	-	-	⊕ -	F
Contributions - non-monetary assets	-	-	⊕ -	-	-	⊕ -	F
Net gain/(loss) on disposal of assets	-	(125)	⊕ (125)	(250)	(250)	⊕ -	F
	667	1,391	⊖ 724	2,784	2,784	⊕ -	F
Surplus/(deficit)	12,957	12,024	⊕ (933)	599	93	⊖ 506	U
Operating Margin	1.83	1.63		0.94	0.92		

- ⊕ A favourable variance
- ⊖ An unfavourable variance < \$50k
- ⊗ An unfavourable variance > \$50k

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

Council is budgeting for an underlying deficit of \$2.185m in 2020-21.

Council is currently forecasting to have an unfavourable operational variance to budget of \$0.506m. While there are a number of favourable and unfavourable variances across the budget the unfavourable variance of \$506k is predominately due to lower fines income \$260k and higher than budgeted employee oncosts \$215k.

Statement of Financial Position

The Statement of Financial Position provides a snapshot of Council's financial position at the end of the reporting period. The current ratio line is an indicator of Council's liquidity and ability to pay its debts when they fall due. A ratio of more than 1.00 or more indicates that there is more cash and short terms assets than short term liabilities.

Statement of Financial Position

	Actual 2021 \$'000	Budget 2021 \$'000	Forecast 2021 \$'000
Assets			
Current assets			
Cash and cash equivalents	19,545	9,926	8,710
Trade and other receivables	8,132	1,875	1,875
Inventories	90	91	91
Other assets	6	36	36
Total current assets	27,773	11,928	10,712
Non-current assets			
Investment in water corporation	58,156	75,672	58,156
Investments in subsidiaries	2,103	2,103	2,103
Investment in joint venture	3,740	3,311	3,740
Property, infrastructure, plant and equipment	348,039	347,434	353,012
Total non-current assets	412,037	428,520	417,010
Total assets	439,811	440,448	427,723
Liabilities			
Current liabilities			
Trade and other payables	705	1,899	1,899
Trust funds and deposits	132	140	140
Interest-bearing loans and borrowings	1,298	1,332	1,332
Employee provisions	2,286	2,574	2,574
Contract liabilities	66	-	-
Total current liabilities	4,487	5,945	5,945
Non-current liabilities			
Interest-bearing loans and borrowings	9,394	8,706	8,706
Employee provisions	192	199	199
Total non-current liabilities	9,586	8,905	8,905
Total liabilities	14,073	14,850	14,850
Net Assets	425,737	425,598	412,873
Equity			
Accumulated surplus	276,190	276,831	276,189
Surplus/(deficit)	12,957	599	93
Reserves	136,590	148,168	136,590
Total Equity	425,737	425,598	412,873
CURRENT RATIO	6	2.01	1.80

Statement of Cash Flows

This report details cash and investment movements and balances as at the end of the reporting period.

Council's cash and investments balance as at 31 December 2020 is \$19.545m.

Burnie City Council
Statement of Cash Flows

	Actual 2021 \$'000	Budget 2021 \$'000	Forecast 2021 \$'000
Cash flows from operating activities			
Rates and charges	16,521	22,932	22,910
Statutory fees and fines	493	1,045	857
User fees	1,511	3,172	3,203
Grants	1,287	3,740	3,319
Reimbursements	186	424	488
Other income	301	879	698
Payments to suppliers	(5,280)	(10,923)	(10,793)
Payments to employees	(5,506)	(11,834)	(12,115)
Other payments	(1,251)	(3,430)	(3,420)
Net cash provided by (used in) operating activities	8,263	6,005	5,148
Cash flows from investing activities			
Payments for property, infrastructure, plant and equip	(2,890)	(11,979)	(12,272)
Dividends and distributions	-	123	123
Capital grants	667	3,034	2,970
Net cash provided by (used in) investing activities	(2,223)	(8,822)	(9,180)
Cash flows from financing activities			
Finance costs	(118)	(227)	(227)
Trust funds & deposits	-	-	-
New borrowings	-	-	-
Repayment of interest bearing loans and borrowings	(645)	(1,298)	(1,299)
Net cash provided by (used in) financing activities	(763)	(1,525)	(1,526)
Net increase (decrease) in cash and cash equivalents	5,277	(4,342)	(5,558)
Cash and cash equivalents at the beginning of the financial year	14,268	14,268	14,268
Cash and cash equivalents at the end of the period	19,545	9,926	8,710

2.2 SCHEDULE OF INVESTMENTS

A schedule of Council's investments is provided as at 31 December 2020:

Investments Schedule as at 31/12/2020							
<u>Institution</u>	<u>Term</u>	<u>Rate</u>	<u>S&P Rating</u>	<u>Lodgement Date</u>	<u>Maturity</u>	<u>Amount</u>	<u>Total</u>
ANZ	At Call	0.05%	A1+			2,763,759	2,763,759
ANZ	180 Days	0.81%	A1+	1/07/2020	1/01/2021	1,000,000	
ANZ	365 Days	0.82%	A1+	27/08/2020	27/08/2021	1,500,000	2,500,000
MyState	90 Days	0.70%	A2	1/10/2020	1/04/2021	1,000,000	
MyState	90 Days	0.70%	A2	1/10/2020	1/04/2021	1,000,000	
MyState	730 Days	1.00%	A2	2/09/2020	2/09/2022	1,000,000	3,000,000
NAB	730 Days	0.87%	A1+	27/08/2020	27/08/2022	2,000,000	
NAB	180 Days	0.50%	A1+	6/11/2020	6/05/2021	1,000,000	3,000,000
Bank of Queensland	365 Days	1.05%	A2	30/06/2020	30/06/2021	1,000,000	
Bank of Queensland	730 Days	0.95%	A2	1/09/2020	1/09/2022	2,000,000	3,000,000
ME Bank	90 Days	0.50%	A2	6/11/2020	4/02/2021	1,000,000	
ME Bank	122 Days	0.50%	A2	6/11/2020	8/03/2021	1,000,000	
ME Bank	210 Days	0.50%	A2	6/11/2020	4/06/2021	1,000,000	3,000,000
							17,263,759

Investment Allocation by Credit Rating

<u>Credit Rating</u>	<u>%</u>	<u>Amount</u>	<u>WAIR</u>
A1+	48%	\$8,263,759	0.53%
A1	0%	\$0	
A2	52%	\$9,000,000	0.76%
	100%	\$17,263,759	

Investment Allocation by Bank

<u>Bank</u>	<u>%</u>	<u>Amount</u>
ANZ	30%	\$5,263,759
MyState	17%	\$3,000,000
NAB	17%	\$3,000,000
BOQ	17%	\$3,000,000
ME Bank	17%	\$3,000,000
	100%	\$17,263,759

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

Cash reserves require careful management to both achieve optimum investment incomes and to ensure that cash is available when needed for planned expenditures. Funds are

invested in a manner that allows Council to earn interest on community funds for as long as possible while retaining flexibility in accessing those funds for Council operations. The primary tool for deciding on how much and how long to invest is the cash flow budget. A buffer of funds is retained in an interest bearing at call account to ensure funds are available to meet the Council's commitments.

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

2.3 OPERATIONAL REPORT BY DIRECTORATE/DEPARTMENT

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

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

Department	31-Dec	Annual Budget	Forecast	Forecast Variance to Budget	Note
Community & Economic Development					
Burnie Arts & Function Centre	429,275	892,058	889,778	(2,280) Favourable	
Burnie Regional Art Gallery	158,211	528,322	526,401	(1,921) Favourable	
Burnie Regional Museum	142,227	489,550	490,750	1,200 Unfavourable	
Burnie Works	(700,206)	90,766	90,766	- Favourable	
Business & Recreation	55,230	165,485	165,485	- Favourable	
CED Management	178,168	330,000	334,960	4,960 Unfavourable	
Burnie Promotions	37,878	145,982	145,982	- Favourable	
Community & Youth	114,033	300,109	300,109	- Favourable	
Marketing & Events	165,204	413,634	413,634	- Favourable	
Visitor Information Centre	193,892	538,577	538,577	- Favourable	
Community & Economic Development Total	773,911	3,894,483	3,896,442	1,959 Unfavourable	
Corporate & Business Services					
Accounting Services	(9,783)	(60)	(16,163)	(16,103) Favourable	
Corporate Services Management	-	-	73,073	73,073 Unfavourable	1
Information Management	122,341	231,805	277,335	45,530 Unfavourable	2
Information Technology Services	35,184	-	27,525	27,525 Unfavourable	3
Revenue Services	167,453	330,151	319,895	(10,256) Favourable	
Strategic and Governance	(15,874,213)	(14,753,256)	(14,661,890)	91,366 Unfavourable	4
Corporate & Business Services Total	(15,559,018)	(14,191,360)	(13,980,225)	211,135 Unfavourable	
Employee Oncost Recovery					
Oncosts	(90,946)	(4)	214,636	214,640 Unfavourable	5
Employee Oncost Recovery Total	(90,946)	(4)	214,636	214,640 Unfavourable	
Land & Environmental Services					
Compliance Support	(36,067)	(249,311)	38,820	288,131 Unfavourable	6
Development Services	206,981	709,965	621,838	(88,127) Favourable	7
Management LES	138,820	337,094	283,548	(53,546) Favourable	8
Land & Environmental Services Total	309,734	797,748	944,206	146,458 Unfavourable	
Office of the General Manager					
Executive Management	231,454	511,684	517,315	5,631 Unfavourable	
People & Safety	(47,882)	-	(4,351)	(4,351) Favourable	
Office of the General Manager Total	183,572	511,684	512,964	1,280 Unfavourable	
Works & Services					
Cemetery Services	(4,795)	11,418	11,418	- Favourable	
Facilities Management	946,609	2,373,527	2,311,204	(62,323) Favourable	9
Management WS	(281,864)	42,730	42,730	- Favourable	
Parks & Reserves	817,763	778,269	773,254	(5,015) Favourable	
Sporting Grounds	736,012	797,213	815,293	18,080 Unfavourable	
Stormwater Services	(1,035,064)	(420,270)	(420,270)	- Favourable	
Transport Services	2,443,174	4,729,665	4,709,324	(20,341) Favourable	10
Waste Management	(2,196,585)	76,118	75,483	(635) Favourable	
Works & Services Total	1,425,251	8,388,670	8,318,436	(70,234) Favourable	
Total	(12,957,497)	(598,779)	(93,541)	505,238 Unfavourable	

Corporate & Business Services

1. Corporate Services Management

Provides strategic leadership across all Burnie City Council corporate services including People and Safety; Finance and Accounting Services; Information Management; Customer Services and Information Technology Services and acts as corporate and commercial adviser to Council, EMT and all business units.

The unfavourable variance of \$73k is due to the forecast cost for the recruitment of a Director Corporate being included from 1st March 2021. This is made up of wages (including oncosts) and an allowance for vehicle costs.

2. Information Management

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

The unfavourable variance to budget of \$45k for information management is predominately due to increased wages from the recruitment of the Information Management Project Officer & Business Trainee positions. This unfavourable variance is offset by a favourable variance in LES Management, with the wages budget from a vacated position being transferred to Information Management.

3. Information Technology Services

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

The unfavourable variance to budget of \$27k for information technology is predominately due to higher than budgeted software subscription expenditure.

4. Strategic & Governance

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

The unfavourable variance to budget for Strategic & Governance of \$91k is predominately due to lower than budgeted interest revenue \$98k and lower than budgeted rental income \$62k offset by higher than budgeted workers compensation claims rebates \$42k and lower than budgeted financial hardship assistance \$40k.

Employee Oncost Recovery

5. Employee Oncosts

Oncosts are forecast to be \$215k higher than budgeted due to:

- Unbudgeted pandemic leave \$14k
- Unbudgeted redundancy payments \$42k
- Unbudgeted provision of 3 days TOIL \$79k
- Higher than budgeted payroll tax expenditure \$87k

Land & Environmental Services

6. Compliance Support

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

Compliance Support has an unfavourable variance to budget of \$288k which is predominately due to lower fines income \$260k which is 44% down on 2019-20 fines income, lower than budgeted cemetery management income \$70k and higher than budgeted municipal inspection wages \$29k. This is offset by higher than budgeted parking fee revenue (\$56k).

7. Development Services

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

The favourable variance to budget of \$88k for Development Services is predominately due to higher than budgeted land use planning fees income \$66k and higher than budgeted building compliance fee income \$23k.

8. Management LES

This business unit oversees and provides professional strategic advice in relation to enforcement of regulatory obligations including awareness for land use, environmental health, public health, building compliance, environmental amenity, natural resource management and controlled car parking.

The favourable variance to budget of \$54k for Management LES is due to a vacated position. The wages for this position have been reallocated to Information Management to fund a 3 year Project Officer role.

Works & Services***9. Facilities Management***

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

The favourable variance to budget of \$62k for Facilities Management is due to lower than budgeted strategic initiatives (\$20k) lower than budgeted major maintenance expenditure (\$20k) and electricity savings at the Burnie Aquatic Centre (\$24k).

10. Transport Services

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

The \$20k favourable variance to budget for Transport Services is due to lower than expected street lighting expenditure.

2.4 RECEIVABLES ANALYSIS

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

Receivables Analysis as at 31 December 2020

	<u>Total</u>	<u>Current - 30 Days</u>	<u>60 Days</u>	<u>90 Days</u>	<u>120+ Days</u>
Trade Debtors					
Sundry Debtors	84,420	61,180	328	106	22,806
Reserved Parking Spaces	6,415	5,451	324	225	415
Burnie Venues & Catering	12,217	8,126	3,718	373	-
Lease Debtors	32,728	6,377	608	810	24,933
Business & Recreation Debtors	9,185	9,085	-	-	100
Waste Debtors	60,975	62,000	416	273	(1,714)
Total Trade Debtors	205,940	152,219	5,394	1,787	46,540
Goods & Services Tax	1,201				
Infringements & Parking	1,276,039				
Other Receivables	734,570				
Rates & Charges	7,002,165				
Allowance for Impaired Debts	(1,087,975)				
Total Receivables	8,131,940				

Infringements & parking	Dec-20		Dec-19		Movement	
	Count	Balance	Count	Balance	Count	Balance
Issued 2021	1,062	65,349			1,062	65,349
Issued 2020	1,531	157,311	2,251	139,901	(720)	17,410
Issued 2019	1,060	94,836	1,548	149,875	(488)	(55,039)
Issued 2018	859	52,614	1,046	75,199	(187)	(22,585)
Issued 2017	1,617	43,021	1,657	57,272	(40)	(14,251)
Issued 2016	955	32,690	990	39,029	(35)	(6,339)
Issued 2015	540	32,247	585	37,444	(45)	(5,197)
Issued 2014	480	30,366	525	34,415	(45)	(4,049)
Issued 2013	603	35,637	623	37,270	(20)	(1,633)
Issued 2012	491	29,847	531	33,081	(40)	(3,234)
Issued 2011	502	29,978	534	32,460	(32)	(2,482)
Issued 2010	627	22,096	649	24,041	(22)	(1,945)
Issued 2009	730	50,561	763	52,878	(33)	(2,317)
Issued Pre-2008	13,285	609,672	13,335	618,076	(50)	(8,404)
	24,342	1,286,226	25,037	1,330,941	(695)	(44,715)

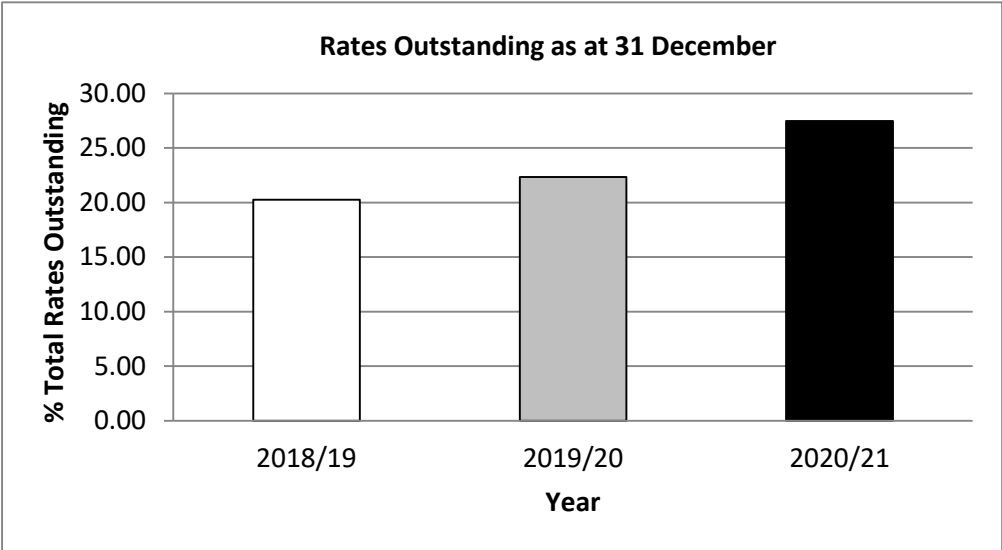
2.5 RATES ANALYSIS

The rates analysis contains a summary of rating transaction movements for 2020/21 including the total levied, the total paid to date and the total unpaid as at the end of the reporting period. Rates are levied in July each year.

Rates Outstanding as at 31/12/2020

	This Financial Year 31 Dec 2020		Last Financial Year 31 Dec 2019		Change
		\$		\$	\$
Arrears Brought Forward as at July 1	7.28%	1,734,603	2.88%	674,513	1,060,091
Credit Brought Forward	-3.38%	(805,360)	-0.44%	(103,929)	(701,431)
Legal Fees Carried Forward	-0.01%	(1,687)			(1,687)
Add Current Rates & Charges Levied	95.81%	22,826,900	97.08%	22,709,789	117,111
Penalty	0.14%	32,413	0.22%	52,554	(20,142)
Supplementary Rates	0.16%	38,918	0.26%	60,891	(21,973)
Gross Rates and Charges Demanded	100.00%	23,825,788	100.00%	23,393,818	431,969
Less: Rates & Charges Collected	67.97%	16,193,987	73.00%	17,078,223	(884,236)
Pension Remission	3.07%	732,053	3.07%	718,732	13,321
Residential Waste Remission	0.08%	19,305	0.08%	19,008	297
Hardship Interest Remission	0.00%	-	0.00%	76	(76)
Private Conservation	0.00%	165	0.00%	165	-
Misc Remissions	0.00%	-	0.00%	-	-
Services Remissions	0.00%	-	0.00%	-	-
Stormwater Remission	0.04%	8,567	0.04%	8,933	(366)
General Rate Remission	0.00%	-	0.00%	-	-
- Legal Fees	0.00%	-	0.00%	(468)	468
- Discounts	1.38%	329,884	1.47%	344,877	(14,992)
- Roundings/Adjustments	0.00%	277	0.00%	4	273
Sub Total	72.54%	17,284,238	77.67%	18,169,549	(885,311)
Unpaid Rates & Charges as at 31/12	27.46%	6,541,549	22.33%	5,224,269	1,317,280

	<u>2020/2021</u>	<u>2019/2020</u>
Outstanding as at 31 December	6,961,608	5,597,807
Rates in credit	(420,059)	(373,538)
	6,541,549	5,224,269
Total number of assessments	10,162	10,062
Assessments outstanding	37.55% 3,816	33.8% 3,396



2.6 CAPITAL EXPENDITURE REPORT

The following report outlines council's YTD capital expenditure compared to budget as at 31 December 2020. Explanations are provided below for project forecast variances to budget of \$20,000 or more.

YTD Capital Expenditure 2020/21						
	YTD Expenditure	Annual Budget	Balance Unspent	Forecast	Forecast Variance to Budget	Note
ROADS						
RURAL ROADS						
Upgrade Programme	395,936	502,310	106,374	502,310	●	-
Rural Roads Resealing	46,556	207,729	161,173	207,729	●	-
Rural Roads Major Patching & Resealing	41,547	439,310	397,763	439,310	●	-
Rural Roads Bridges Programme	19,687	338,394	318,707	338,504	●	110
TOTAL RURAL ROADS	503,726	1,487,743	984,017	1,487,853	●	110
URBAN ROADS						
Car Parking Improvements	52,557	297,952	245,395	297,952	●	-
Driveways, Footpaths and Channel	113,067	473,498	360,431	473,498	●	-
Retaining Walls	51,403	382,309	330,906	382,337	●	28
Urban Infrastructure	209,601	491,119	281,518	592,448	✘	101,329 1
Urban Road Renewal & Upgrades	347,048	710,312	363,264	719,290	●	8,978
Urban Road Resealing	334,756	1,024,641	689,885	1,048,931	✘	24,290 2
TOTAL URBAN ROADS	1,108,433	3,379,831	2,271,398	3,514,456	✘	134,625
TOTAL ROADS	1,612,158	4,867,574	3,255,416	5,002,309	✘	134,735
STORMWATER						
Storm Water Upgrades & Replacements	169,922	674,114	504,192	674,114	●	-
TOTAL STORMWATER	169,922	674,114	504,192	674,114	●	-
PARKS, RESERVES AND SPORTING FACILITIES						
General Parks and Reserves	332,602	3,206,224	2,873,622	3,250,701	✘	44,477 3
Cemeteries	6,309	58,150	51,841	58,150	●	-
Sporting Grounds & Facilities	87,342	1,126,806	1,039,464	1,126,855	●	49
TOTAL PARKS, RESERVES & SPORTING FACILITIES	426,253	4,391,180	3,964,927	4,435,706	✘	44,526
WASTE						
Garbage and Recycling	18,217	129,472	111,255	129,472	●	-
Waste Management Centre	139,361	209,697	70,336	220,259	⚠	10,562
TOTAL WASTE MANAGEMENT	157,579	339,169	181,590	349,731	⚠	10,562
BUILDINGS						
Sporting Facilities	83,968	391,746	307,778	406,867	⚠	15,121
Public Amenities	15,404	296,195	280,791	297,750	●	1,555
Acquatic Centre	15,340	35,580	20,240	35,580	●	-
Other Buildings	138,912	256,236	117,324	326,098	✘	69,862 4
TOTAL BUILDINGS	253,623	979,757	726,134	1,066,295	✘	86,538
PROPERTY, PLANT & EQUIPMENT (PPE)						
Computer Equipment	66,695	691,741	625,046	688,964	●	(2,777)
Vehicles	73,617	185,000	111,383	185,000	●	-
Plant	25,780	856,130	830,350	856,130	●	-
Other	53,843	78,311	24,468	97,206	⚠	18,895
Parking Equipment	50,000	72,000	22,000	72,000	●	-
Furniture & Fittings	950	94,900	93,950	94,900	●	-
TOTAL PLANT/EQUIPMENT/VEHICLES	270,885	1,978,082	1,707,197	1,994,200	⚠	16,118
TOTAL	2,890,420	13,229,876	10,339,456	13,522,355	✘	292,479

Note 1 – Urban Infrastructure

Project Description	Actual	Budget	Forecast	Variance	Variance
Uplighting of Norfolk Pines	32,037	10,000	80,000	●	70,000 700%
Guardrailing on West Mooreville Road (Blackspot Project)	99,545	68,325	99,545	●	31,220 46%

Up lighting of Norfolk Pines – Council has determined to install decorative lighting at the Norfolk Pine at St George church. Forecast reflects the planned spend. Seeking grant funding to offset. Council Resolution MO295-20

Guard Railing on West Mooreville Road (Blackspot Project) – Scope has extended to be funded by guard rail upgrade program

Note 2 - Urban Road Resealing

Project Description	YTD	Annual	Forecast	Forecast	%
	Actual	Budget		Variance	Variance
Hardy Street - Ogden to Payne	44,444	36,402	44,444	●	8,042 22%
Ready Street - Pearl to end	47,181	41,132	47,181	●	6,049 15%
Roslyn Avenue - Collins to Blackwood Pde	54,992	44,793	54,992	●	10,199 23%

Urban Road Resealing - Variation in the extent of maintenance and repair works and actual area treated will occur within each project with the urban road resealing program. The program as a whole will be managed with the overall program allocation.

Note 3 – General Parks & Reserves

Project Description	YTD	Annual	Forecast	Forecast	%
	Actual	Budget		Variance	Variance
Skate Park Upgrade	35,106	22,183	35,106	●	12,923 58%
South Burnie Jetty (North) Ladder Replacement	15,148	4,500	15,148	●	10,648 237%
View Road Reserve - Car Park Extension	86,361	71,128	86,361	●	15,233 21%

Skate Park Upgrade – change in scope previously reported to Council. Additional works progressed.

South Burnie Jetty (North) Ladder Replacement – Original budget allocation was not sufficient for the project. Three ladders replaced in marine grade stainless steel.

View Road Reserve – Car Park Extension - additional landscaping and subgrade issues

Note 4 – Other Buildings

Project Description	YTD	Annual	Forecast	Forecast	%
	Actual	Budget		Variance	Variance
Netball Centre - DDA Toilet	96,286	30,067	96,286	●	66,219 220%

Netball Centre – DDA Toilet – Council to recover \$13,000 from Netball Association and a government grant of \$35,000.

2.7 CONTRACTS AWARDED

The following table shows contracts awarded over \$100,000 (full contract value) during November and December 2020:

Contract Number	Contract Title	Successful Contractor Registered Business Name and Address	Awarded Date	Initial Term/ Duration	Value of Contract (Ex GST)
N/A	Supply of Electricity Larger Consumption Sites	Aurora Energy Pty Ltd GPO Box 191 Hobart TAS 7001	18/12/2020	38 months	\$718,931.00
N/A	Supply of Electricity Smaller Consumption Sites	Aurora Energy Pty Ltd GPO Box 191 Hobart TAS 7001	18/12/2020	48 months	\$346,436.00
2664	Circular Road - Darling River Bridge Replacement	VEC Civil Engineering Pty Ltd 10B Industrial Drive Ulverstone TAS 7315	8/12/2020	4 months	\$223,034.00
2660	View Road Reserve Pump Track and Cycle Path	Ridmore Pty Ltd 38 Canning Street Launceston TAS 7250	8/12/2020	6 months	\$478,000.00
2659	Supply and Delivery of One (1) Side Arm Loading Garbage Truck	BUCHER Municipal Pty Ltd 65-73 Nantilla Road Clayton North VIC 3168	17/11/2020	6 months	\$345,076.00
2656	Montello Soccer Ground Upgrade	Total Turf Care Pty Ltd 32 Harvest Lane Old Beach TAS 7017	17/11/2020	6 weeks	\$573,310.80

2.8 CONSULTANTS ENGAGED

The following table lists consultants engaged throughout the current financial year for a cost greater than \$10,000. For the purpose of this table, a consultant is defined as a person or organisation that provides Council with professional advice in areas of strategy, planning or engineering. Consultants are engaged in accordance with Council's policy *Code for Tenders and Contracts CP-CBS-SG-012*.

Reasons that consultants may be engaged:

- A Lack of resource within Council
- B Specialist expertise required
- C Independence
- D Value for money (where Council cannot provide the service as efficiently)
- E Legal requirement

Project	Consultant	Description	Committed \$	Actual \$ LTD	Reason	Funded from	Complete
North West Museum & Art Gallery	Lifecycle Cost Management	Quantity Surveyor Cost Estimating, Stage 1 Services	19,550	25,026	B	Capital Works Allocation	On Hold
North West Museum & Art Gallery	Terroir	Stage 1 Services – Concept and Design Development	566,473	472,026	B	Capital Works Allocation	On Hold
Sports Centre Planning Study	@Leisure Planners	Planning study	19,765	19,935.10	B	Strategic project funding	Yes

Project	Consultant	Description	Committed \$	Actual \$ LTD	Reason	Funded from	Complete
Oakleigh Park Fountain Upgrade	Debbie Thomson and (EST sub-consultant)	Design, Documentation and Inspections	15,100	2,875.50	B	Capital Works Allocation	No
Futuna Avenue (Design & Consultation)	Pitt & Sherry	Consultant Brief 199 Futuna Avenue and Bay Street Traffic Study	21,425	0	B	Capital Works Allocation	No
Upper Burnie Lookout Redevelopment	Red Arrow	Design and installation of Interpretation panels	33,000	0	B	Capital Works Allocation	No
Sport Centre Planning study (stage 2)	@Leisure Planners	Siting assessment and concept design	12,000	0	B	Capital Works Allocation	No

2.9 GOVERNANCE – USE OF COUNCIL SEAL

12 November 2020	Contract 2657 – South Burnie Beach Toilet / Changerooms and Car Park Upgrade
December 2020	No documents

COUNCIL RESOLUTION

Resolution number: MO021-21

MOVED: *Cr T Brumby*

SECONDED: *Cr G Simpson*

“THAT the General Manager’s Information Report for Corporate and Business Services for November and December 2020 be noted.”

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO016-21 APPOINTMENT OF ACTING GENERAL MANAGER - 2021**

FILE NO: 15/2/5
PREVIOUS MIN: AO019-20

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, in accordance with the provisions of the Local Government Act 1993 under section 61B, appoint Rodney Greene, Director Community and Economic Development as the Acting General Manager during any absence of the General Manager Simon Overland for the period 1 February 2021 until 31 January 2022.”

2.0 SUMMARY

The *Local Government Act 1993* contains specific clauses on how appointments of Acting General Managers are to be made, in times of absence of the General Manager.

This report puts forward a recommendation for Council to appoint the Acting General Manager for the next twelve months commencing 1 February 2021.

3.0 BACKGROUND

The *Local Government Act Amendment (Targeted Review) Act 2017* brought in new provisions to the *Local Government Act 1993* that affect the way Councils appoint an Acting General Manager during times of absence of the General Manager (such as annual leave, long service leave, emergency leave or incapacitation).

4.0 LEGISLATIVE REQUIREMENTS

Section 61B of the *Local Government Act 1993* relating to the appointment of Acting General Managers, states:

61B. Acting general managers

- (1) For the purposes of this section, a general manager is absent if –
 - (a) he or she is absent from duty for any reason; or
 - (b) he or she is otherwise unavailable or unable to perform the functions of the office of general manager; or
 - (c) the position of general manager is vacant.
- (2) The mayor may appoint a person to act in the office of general manager if –
 - (a) the general manager is absent and no person holds an appointment under [subsection \(4\)](#) ; or
 - (b) the general manager is absent and the person appointed under [subsection \(4\)](#) is absent from duty or otherwise unavailable or unable to act in the office of general manager.
- (3) An appointment under [subsection \(2\)](#) ends when the first of the following occurs:
 - (a) the general manager returns to duty;
 - (b) the term of the appointment expires;
 - (c) the mayor or the council revokes the appointment;
 - (d) a person is appointed as general manager under [section 61](#) .
- (4) The council may appoint a person to act in the office of general manager during every absence of the general manager.
- (5) An appointment under [subsection \(4\)](#) is for the term, not exceeding 5 years, specified in the appointment and ends when the first of the following occurs:
 - (a) the term of the appointment expires;
 - (b) the council revokes the appointment;
 - (c) if the appointment is to the holder of an office, the person ceases to hold that office.
- (6) While a person appointed to act in the office of general manager is acting as general manager, that person is taken to be the general manager.

The intention of the provision is to provide for the Council (rather than the General Manager) to appoint the Acting General Manager.

5.0 POLICY CONSIDERATIONS

There are no policy considerations relevant to this matter.

6.0 FINANCIAL IMPACT

There is no financial impact relevant to this matter.

7.0 DISCUSSION

A council may make such an appointment at any time, and as frequently as it likes. The term of the appointment may not exceed five years.

Past practice has allowed for different members of the Executive Management Team to undertake the role of Acting General Manager from time to time, depending on circumstances of the day, and allowing for professional development across the team.

Since January 2018 it was established that Council will make an appointment of an Acting General Manager for the term of one year commencing 1 February, and that this appointment be reviewed at the January Council Meeting every year with the suggestion of rotating the responsibility through the Directors as appropriate. Such a decision continues to be at the discretion of Council.

During 2018, Rodney Greene undertook the Acting General Manager role when and as required. During 2019 the role was undertaken by Patrick Earle, and during 2020 by Gary Neil.

It is recommended that Rodney Greene be appointed for the coming year 2021.

The changeover date is 1 February each year, rather than 1 January which is in the middle of the holiday period when various events are in place.

The Council may revoke its appointment of an Acting General Manager at any time, and make a new appointment, for any term it sees fit.

The Acting General Manager may only exercise the powers of General Manager during the absence of the General Manager, as defined under the *Act* in section 61B(1).

8.0 RISK

Correct procedures for the appointment of Acting General Manager are important due to the broad range of duties and powers that must be executed under the position of General Manager. In order for those powers and duties to be executed lawfully, the appointment must be in accordance with the newly prescribed procedures under the *Act*.

9.0 CONSULTATION

The General Manager has consulted with relevant officers.

COUNCIL RESOLUTION

Resolution number: MO022-21

MOVED: Cr D Pease

SECONDED: Cr G Simpson

“THAT Council, in accordance with the provisions of the Local Government Act 1993 under section 61B, appoint Patrick Earle, Director Land and Environmental Services as the Acting General Manager during any absence of the General Manager Simon Overland for the period 1 February 2021 until 31 January 2022.”

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

AO017-21 COMMUNICATIONS JOURNAL JANUARY 2021

FILE NO: 2/17/3
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.2	Council and the community are informed and engaged on issues of local importance.
Strategy	7.2.2	Inform the community of key decisions and actions of Council.

1.0 RECOMMENDATION:

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

2.0 SUMMARY

The purpose of the Communications Journal section of the Agenda is to provide Council with relevant general communication items received that need to be brought to the attention of Councillors.

Items contained in this monthly report are generally for noting. Any specific correspondence items which require an officer’s comment and a recommendation are tabled in the reports immediately following this one.

3.0 MAYOR’S COMMUNICATIONS

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

- Business North West Breakfast Session with Guest Speaker, Sam Marshall from NBN Co – Burnie Business Fibre Zone
- Guest Speaker at Business NBN event
- LGAT One Day Conference and General Meeting
- Business NW – Burnie 2.0 launch event
- Salvation Army – Safe Space discussion
- WxNW Board Meeting
- Business North West Breakfast Session with Guest Speaker, Mike Buckby from Cape Grim Pristine Drinking Water
- Business NW – General Meeting
- Lighting of the Christmas Tree
- 2021 Burnie Liliam Show – Official Opening

4.0 NOTIFICATION OF COUNCIL WORKSHOPS

No workshops held during reporting period.

5.0 CORRESPONDENCE FOR NOTING

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

ATTACHMENTS

1. Correspondence from The Hon Michael McCormack MP - Approval of Funding under the Community Development Grants Program - Burnie United Soccer Club Upgrades
2. Correspondence from The Hon Michael Ferguson MP - NW Bus Network changes
3. Correspondence from Toll Group - Wharf and terminal facilities upgrade completion
4. Correspondence from Football Tasmania - 2020 fee relief offered to clubs and associations in Tasmania
5. Correspondence from UTAS - Study Tour reflective reports
6. Cradle Coast Authority - Annual Plan Progress Report 2020/21 - Q2

COUNCIL RESOLUTION

Resolution number: MO023-21

MOVED: Cr G Simpson

SECONDED: Cr T Brumby

1.0 RECOMMENDATION:

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

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

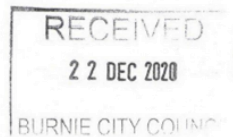
Against:

CARRIED UNANIMOUSLY



The Hon Michael McCormack MP

Deputy Prime Minister
Minister for Infrastructure, Transport and Regional Development
Leader of The Nationals
Federal Member for Riverina



Ref: MS20-001966

12 DEC 2020

Mayor Steve Kons
Mayor
Burnie City Council
PO Box 973
BURNIE TAS 7320

Dear Mayor *Steve*

I am pleased to advise you that I have approved funding of up to \$500,000 (GST exclusive) under the Community Development Grants Programme to the Burnie City Council for the Burnie United Soccer Club Upgrades project. This approval delivers on a 2016 Australian Government commitment.

I would ask that you keep the details of this letter confidential until a Funding Agreement is signed.

Provision of funding is dependent on the preparation and execution by both parties of a Funding Agreement that sets out the terms and conditions under which the funding is provided, and the settling of other details, including confirmation of final cost estimates and final designs. You will shortly be contacted by an officer from the Department of Infrastructure, Transport, Regional Development and Communications to discuss the Funding Agreement.

Please be aware you must enter into a Funding Agreement within four weeks of the project being approved otherwise the offer of funding will be reviewed and may be withdrawn. The funding amount is provided on the basis that it does not attract GST as the payment will be made by one government-related entity to another government-related entity. This circumstance is specifically covered by an appropriation under Australian law and falls within the terms of Australian Taxation Office ruling GSTR 2012/2. You may wish to seek guidance from the Australian Taxation Office or your tax adviser on the impact of Community Development Grants funding on your organisation's taxation liabilities.

I have written to Mr Gavin Pearce, Member for Braddon, advising of the approval for the Burnie United Soccer Club Upgrades project.

The Hon Michael McCormack MP
Parliament House Canberra | (02) 6277 7520 | minister.mccormack@infrastructure.gov.au
Suite 2, 11-15 Fitzmaurice Street, Wagga Wagga NSW 2650 | michael.mccormack.mp@aph.gov.au

Your Funding Agreement outlines your obligations regarding acknowledgement and publicity for this project. Should you hold an official opening event, please contact the Department via the project officer you normally deal with. I would appreciate it if you could provide three non-parliamentary sitting dates for your event at least eight weeks prior to the earliest date, so I can do my best to make arrangements to attend. If I am unavailable, I will organise a representative to attend on behalf of the Australian Government and the Department will liaise directly with you.

I wish you every success with the Burnie United Soccer Club Upgrades project.

Yours sincerely



Michael McCormack

Minister for Finance
Minister for Infrastructure and Transport
Minister for State Growth
Minister for Science and Technology
Leader of the House



Level 5, 4 Salamanca Place, Hobart
Public Buildings, 53 St John Street, Launceston
GPO Box 123, HOBART TAS 7001
Phone: (03) 6165 7701; Email: Michael.Ferguson@dpac.tas.gov.au

Cr Steve Kons
Mayor Burnie City Council
By email: skons@burnie.net

- 9 DEC 2020

Dear Cr Kons

I am writing to you about the rollout of the North West bus network and changes to the state-wide intercity bus services. This will result in better North West bus services – more services, direct routes, less waiting.

This letter provides information to assist your office with enquiries or feedback regarding changes to bus services in your electorate that come into effect from Sunday, 17 January 2021.

Details of the changes, including new timetables and route maps, are available at:
https://www.transport.tas.gov.au/public_transport/bus_timetables/latest_information_on_the_north_and_north_west_bus_networks

As a first point of contact, members of the public are encouraged to visit this website for information about the changes. Passengers are also encouraged to contact the operator of their bus service. Contact details are provided in the attached North West Bus Network Guide.

As a second point of contact, members of the public may contact the Department of State Growth for further information, or to provide feedback. State Growth can be contacted by:

- Email: ptscontracts@stategrowth.tas.gov.au; or
- Phone: (03) 6166 3343 on business days between 9:00am and 5:00pm.

Changes to the North West bus network are the final stage of a broader, state-wide review of bus services. North West residents and stakeholders were consulted about these changes during an extensive consultation process in September and October 2019. The proposed network was revised following feedback received during consultation.

Although the new North West bus network has been finalised, State Growth is monitoring community feedback and will continue to do so leading up to and following the implementation of the changes.

It's acknowledged that not everyone in the community will like the new network, but it has taken into account the greater needs of the community as a whole.

An invitation to receive a detailed briefing will be forthcoming from the Department of State Growth.

I trust this information will help your office respond to enquiries and I thank you for your assistance in sharing the news of these important changes with the community.

Yours sincerely



Michael Ferguson MP
Minister for Infrastructure and Transport

Encl. – 2021 North West Network Guide

EFFECTIVE 17 JANUARY 2021

Your guide to the new North West bus network

WHO OPERATES MY SERVICE?

ROUTE NUMBER | OPERATOR

170, 171, 172, 173, 174, 175, 176, 178, 180, 182, 183, 184, 708 **MERSEY-LINK**
merseylink.com.au (03) 8427 7624

190, 191, 192, 193, 194, 195, 196, 197 **Metro**
metro.tas.gov.au (0) 13 23 01

700, 702, 705, 762, 768 **ESPLANADE**
esplanade.com.au (0) 1300 800 000

740 **GOVON**
govon.com.au (0) 0400 876 026

747 **Tasalink**
tasalink.com.au (0) 1300 800 520

USEFUL INFORMATION

HALING YOUR BUS
Signal the bus driver to stop.

DON'T MISS YOUR BUS
Be at your stop five minutes before your bus is due.

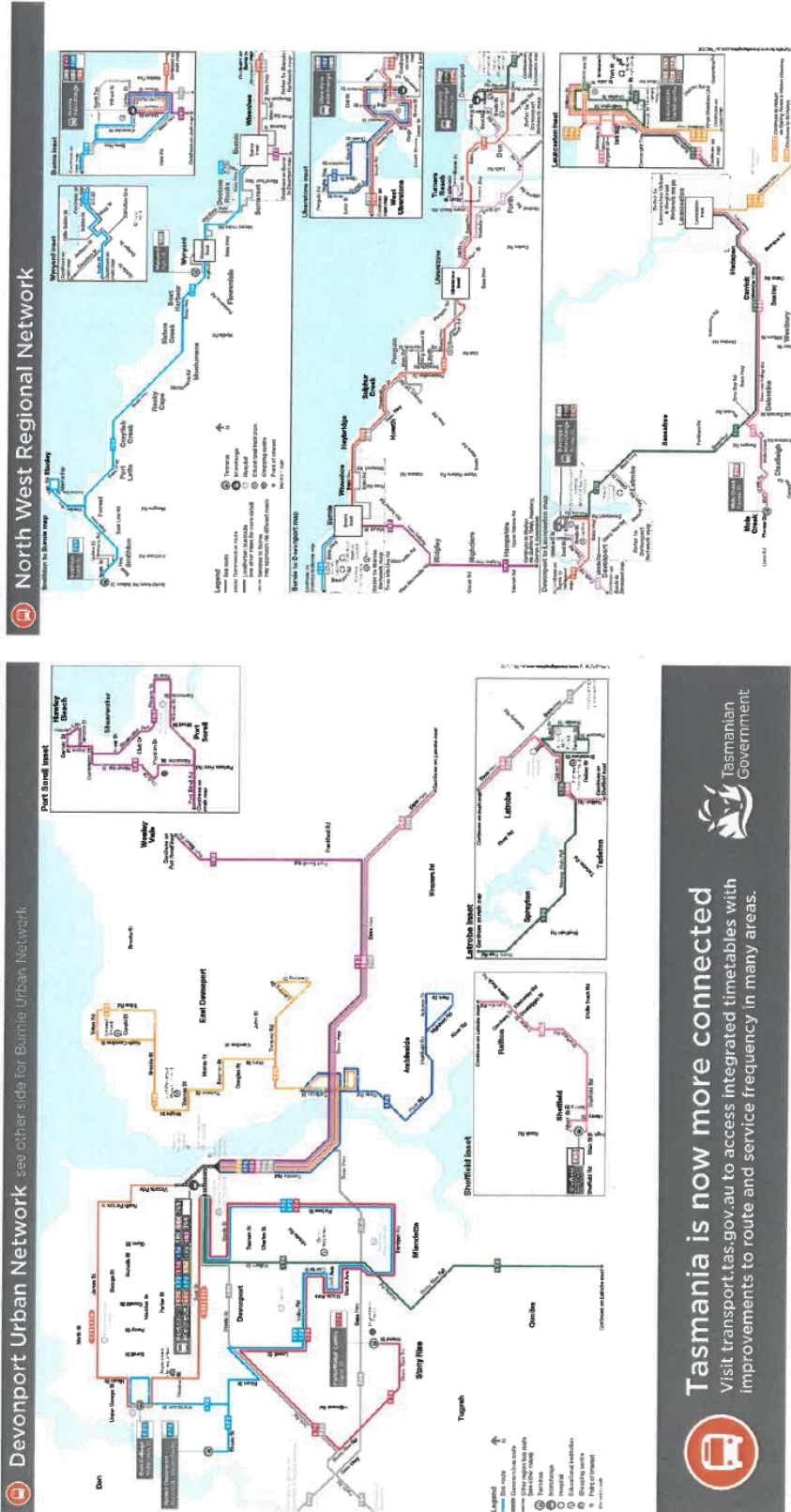
ENQUIRIES
For any general enquiries or timetable, maps and fares, refer to each operator's contact information (above).

WHAT'S HAPPENING?
A new North West Tasmania Bus Network is in place from 17 January 2021.

PLAN YOUR TRIP
Please visit www.transporttas.gov.au to access new timetables or contact the operator of your service using the details at right.

You can use Google Transit to plan your trip to the new network.
For information on ticketing visit www.transporttas.gov.au/ticketing







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Melbourne VIC 3004 Australia

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www.tollgroup.com

Toll Holdings Ltd
ABN 25 006 592 089

18 December 2020

Mayor Steve Kons
Burnie City Council
PO Box 973
BURNIE TAS 7320

Dear Mayor,

I am pleased to announce that Toll's significant upgrade of wharf and terminal facilities in Burnie and Melbourne has now been completed and the project has received the final regulatory approvals.

This means that moving forward, while in port, Toll's vessels will utilise shore power as part of our operations, limiting the use of their diesel engines. This will deliver reduced noise and improved environmental outcomes.

I would like to thank you for your patience and understanding as we navigated the final hurdles to bringing this project to life. This transfer was due to be completed in August, however the COVID-19 pandemic impacted the ability to secure final equipment international travel restrictions delayed the arrival of specialists based in Europe to complete the scheduled works.

We are proud of concluding this ground-breaking installation and remain committed to providing vital shipping services to help keep Tasmanian businesses, residents and communities connected to essential markets across Australia and the world.

I would welcome the opportunity to meet with you in person in the New Year. In the meantime, if you have any questions regarding the shore power project, please contact my colleague Leigh Obradovic, Toll's Head of Government and Regulatory Affairs on 0438 274 833 or leigh.obradovic@tollgroup.com.

On the behalf of everyone at Toll, we wish you, your team and your families a Merry Christmas and a safe and positive New Year in 2021.

Regards,

Steve Borg

Executive General Manager
Global Express – Tasmania/Shipping



Wednesday December 16, 2020

Dear Mayors,

I am writing to you regarding ground hire fees charged by councils for Football Tasmania member clubs and associations.

As you are aware, community sport was hit hard by the pandemic, with the height of the crisis coinciding with the start of many winter sports' seasons and causing great disruption and uncertainty, seeing many competitions across the state unfortunately cancel their seasons.

Thankfully with the support and co-operation of local councils and the dedication of the football community, all Football Tasmania competitions were able to go ahead, albeit in many cases at a reduced capacity.

It was pleasing to see many of your councils do everything they could to ensure a season could go ahead, including reducing ground hire and maintenance fees and being flexible with scheduling arrangements between winter and summer sports.

This understanding of the value community sport brings to your municipalities not only helped our clubs and associations stay afloat, but also made sure that your residents were able to continue to enjoy a healthy and connected life through playing sport.

Disappointingly, some other councils did not provide any fee relief, placing the viability of clubs and associations in jeopardy.

While the immediate health risks of the pandemic in Tasmania may have subsided, community sports organisations are still suffering financially. This may continue to be the case for years to come, as lower than forecasted player registrations and reduced gate and canteen takings in 2020 are set to be compounded by uncertainty regarding how the 2021 season will play out.

With planning for next season now well underway, on behalf of all Tasmanian football clubs and associations I would ask each council to offer ground hire fee relief again in 2021 and ensure these clubs are able to continue providing a valuable community service in sport.

I would welcome the opportunity to discuss COVID-19's impact on grassroots football in Tasmania further – please don't hesitate to contact me to arrange a meeting in person or online.

Thanks again for your support of the World Game in Tasmania.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'MBulkeley', is placed over a light grey grid background.

Matt Bulkeley

CEO Football Tasmania

03 6273 3299 | 0409 669 517 | ceo@footballfedtas.com.au

KGV Park – PO Box 371 – 18 Grove Road, Glenorchy TAS 7010

Mayor Steve Kons**Excerpts from student's BMA702 Study Tour Reflective Reports**

- Thursday 1st October, 2.00 pm to 3.30 pm

According to Burnie (2020) Mayor Steven Hons is a third time Burnie's mayor. He has also several businesses in the area, he enjoys promoting the city and seeing the benefits of its economy on to the community. He is a committee and member of various organizations such as Burnie Regional Art Gallery, Public Art Projects, Local Government Association of Tasmania, and Cradle Coast Authority Representative group.

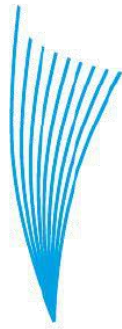
In the workshop, he mentioned that the role about a council is to make as much as noise possible. The economic strategies include talking and promoting about the place to encourage growth. He also said that it is important to have a business plan to make better decisions. Council is a great opportunity to talk with people, be active and be confident. He said it is important to make mistakes and own up to them. He also said it is important to immerse in something once you start doing it and give your 100%.

Furthermore, as a mayor he believes that education is important to get people out of poverty. In the Covid era he mentioned that as a mayor there are actions, he thinks are appropriate. For example, the increase of job-keeper payment helps Tasmanians to get through this crisis. He also said that businesses in Tasmania needs to be much more competitive than those in the mainland because of the remote location of the island. From this workshop, I learned that as a leader it is important to listen to people. It is important to make people feel valued and understood.

The discussion started off with Mayor Kons giving his example on what strategies he uses within Council to encourage the economic progress of the Burnie local community. He stated that businesses are struggling financially during this pandemic in the local areas. As Mayor, he has been doing what he can to help promote anything that may help. The mayor stated that he had a five-year plan for improvements and investments.

The final interview of Mr. Steve Kons, would be the last in the series. Coming from a history of a Local Government background, I was eager to hear what Mayor Kons had to say about Burnie City Council (Kons, 2020). Surprisingly a quietly spoken man, I felt that given his background of politics, I didn't really know what to expect sitting back in his chair surrounded by the all too familiar large Council chamber, table & chairs.

I have no doubt that Mayor Kons has the good intentions of the Burnie City Council and has done a great deal of good for its people.



CRADLE COAST
A U T H O R I T Y

Stronger Councils, Stronger Region

2021 - Q2

ANNUAL PLAN PROGRESS REPORT

OCTOBER TO DECEMBER 2020



2020/21 ANNUAL PLAN PROGRESS REPORT – Q2

Stronger Councils, Stronger Region

A message from the CEO

Since our last Quarterly Progress Report, we have also published our [2019/20 Annual Report](#). This is available on our website and clearly explains the work we did for and with our Member Councils last financial year, for the good of the region.

Quarterly Progress Reports are intended to let the reader know how we are progressing against the Annual Plan developed for and approved by Member Councils each year. In a further attempt to keep people informed, we have recently started recording a quarterly video of the Leadership Team talking about some of the highlights from each report and posting them to [our website](#).

Last quarter saw several new faces join our Regional NRM Committee, and it was great to see so many talented people wanting to be a part of what we do. Later this month the new Committee will hold a joint workshop with our Regional Economic Development Steering Group, to consider some sustainable development principles which may be incorporated into the way we identify *Projects of Regional Importance*. This is an exciting evolution, and one which we are uniquely placed to deliver on as a region and as a business tasked with regional development.

Our approach to identifying *Projects of Regional Importance* – developed and finetuned over the past 18 months – has attracted a lot of positive interest. Having a list of projects that have been considered by business-people and backed by nine Councils speaking with one voice, just makes sense. During the reporting period, Member Councils committed to using this approach to determine a set of shared regional election priorities ahead of the next state and federal elections.

Thank you for your interest in our work, and don't forget to follow [Choose Cradle Coast](#) and [Cradle Coast Authority](#) on Facebook, or [signup](#) to receive our newsletter.

Best wishes,



Daryl Connelly ^{MBus}
Chief Executive Officer

13 January 2021



2020/21 ANNUAL PLAN PROGRESS REPORT – Q2 Stronger Councils, Stronger Region

Purpose of this document

Outlining high-level actions designed to deliver on our 2020 - 2025 Strategic Plan, CCA's 2020/21 Annual Plan and Budget was endorsed by the Representatives in May 2020. This Annual Plan Progress Report provides an additional layer of detail and is designed to keep external stakeholders informed of our progress. It will be updated quarterly and published on our website. A condensed list of our [current projects](#) and initiatives can be found in Appendix 2. The current [Projects of Regional Importance](#) can be found in Appendix 3 and our 2020 – 2025 Strategic Plan (summary) can be found in Appendix 4. Making this information publicly available is a show of our commitment to our Vision, Purpose and Principles.

Our Vision and Purpose

Our Vision: A region that is prospering as a result of strong Councils working together; where ratepayers, industry and government see the benefits of investing in the CCA model. In short, 'Stronger Councils, Stronger Region'.

Our Purpose: To help Councils achieve regional outcomes and maintain strong local government, by working together.

Our Principles

Agile: We adapt and refocus quickly and easily, in response to change.

Collaborative: We play to others' strengths and listen with the intent to understand and avoid duplication.

Optimistic: We see the best possible outcome and strive for that.

Lean: We use our resources wisely and keep things simple. If a longer meeting or document won't add value, we'll keep it short.

Growth mindset: We experiment, reflect, and innovate – we constantly ask ourselves 'how can we do this better?'

We take our responsibility as public administration professionals seriously: We are committed to value for money, impact, and transparency, and we act with integrity, honesty, and respect.



2020/21 ANNUAL PLAN PROGRESS REPORT – Q2
Stronger Councils, Stronger Region

1 Continue to lead regional economic development, with Councils, and others, to make our region an even better place to live, work, visit, learn and invest

Strategic Intention	YTD Activity	Activity this Quarter
<p>1.1 Embed and establish the 'Futures Plan approach' as the overarching economic development framework for the region, including:</p> <ul style="list-style-type: none"> Ensuring the regional governance framework – a joined-up approach to economic development is effective. Ensuring the Regional Investment Framework – a systematic approach to identifying and securing support for regionally significant projects works. 	<p>Annual Plan Action: Projects developed and implemented by Working Groups. Working Groups include: Education & Training, Choose Cradle Coast, Renewable Energy, Arts & Culture, Business Association and Events.</p> <p>Overall Regional Futures Plan highlights</p> <ul style="list-style-type: none"> Investigated Regional Activators Alliance and National Economic Development Conference. Mid-term Regional Futures Plan survey completed. Liaison with Tasmanian Women in Agriculture regarding possible support for a circular economy forum in the CC region. <p>Education and Training Working Group</p> <ul style="list-style-type: none"> Submitted Careers on the Coast funding application. Agreed to investigate greater careers counselling within schools. <p>Choose Cradle Coast Working Group</p> <ul style="list-style-type: none"> Cradle Coast Authority (CCA) website enhanced with Business Northwest case studies and Regional Australia Institute's 'MOVE tool'. Launched Jobs Board on the CCA website and business survey aimed at gathering information on local recruitment challenges. Care Team reviewed <i>Population & Migration Strategy</i>. <p>Renewable Energy Working Group</p> <ul style="list-style-type: none"> Developed a Renewable Energy projects database. Commenced development of a Public Relations Strategy. 	<p>Overall Regional Futures Plan highlights</p> <ul style="list-style-type: none"> Members of the Regional Economic Development Steering Group, Working Groups (see list above) and core team participated in the National Economic Development Conference live streamed at CCA. <p>Education and Training Working Group</p> <ul style="list-style-type: none"> Reviewed Council funded University and Vocational Education and Training (VET) scholarships to determine opportunities for collaboration. Attended Industry Training Hub <i>Skills Builder</i> presentation aimed at delivering seven industry preparedness courses to year 11 and 12 students in the region. Sent a letter to the Office of Tasmanian Standards, Certification and Assessment to request the plan to count Vocational Education and Training (VET) qualifications toward ATAR scores be actioned quickly. <p>Choose Cradle Coast Working Group</p> <ul style="list-style-type: none"> Launched a survey of ex Cradle Coast residents in a marketing campaign <i>Move Back to the Cradle Coast</i>.



2020/21 ANNUAL PLAN PROGRESS REPORT – Q2 Stronger Councils, Stronger Region

Strategic Intention	YTD Activity	Activity this Quarter
<p>Arts and Culture Working Group</p> <ul style="list-style-type: none"> Commenced development of an Arts and Culture asset register. Sought funding for Creative Aging project through Tasmanian Community Fund, to build community intergenerational interaction through a workshop and display event in each Council area in the lead up to Seniors Week. 	<p>Renewable Energy Working Group</p> <ul style="list-style-type: none"> Submitted a funding application to capture career stories, provide student engagement and develop online training modules in the Renewable Energy industry - ongoing. <p>Arts and Culture Working Group</p> <ul style="list-style-type: none"> Investigated further funding methods for the Creative Ageing project to deliver community arts workshops for Seniors Week. Submitted an Expression of Interest to the Regional Arts Fund Renewal Grants Program and discussed Member Councils providing core team time to its implementation - ongoing. 	<p>Annual Plan Action: Implement the Regional Investment Framework (RIF) - CCA publishes, identifies, and advocates for regionally significant projects.</p> <ul style="list-style-type: none"> New project <i>Jobs Transport Independence</i> added to the list of <i>Projects of Regional Importance</i>. Another application received and assessed against the <i>Regional Investment Framework</i>.
<p>Annual Plan Action: Map the entrepreneurial ecosystem including the identification of gaps and opportunities (Swinburne University of Technology - PhD initiative).</p> <ul style="list-style-type: none"> Commenced candidate analysis and interviews. Developed draft ecosystem map, to enhance collaboration. 	<p>Annual Plan Action: Two PhD and two Honours students to commence projects (University of Tasmania initiative).</p> <ul style="list-style-type: none"> Ethics approval received for University of Tasmania Honours projects and interviews commenced. 	<p>Alerted the Tasmanian Government of the need for mobile phone towers at Woolnorth and Tolgari, due to the upcoming Round 6 of the Australian Government's Black Spot Program, as part of the <i>Projects of Regional Importance</i> list.</p> <ul style="list-style-type: none"> Reviewed submissions for the <i>Local Jobs Program</i> for regional significance and relevance.
<p>Annual Plan Action: Two PhD and two Honours students to commence projects (University of Tasmania initiative).</p> <ul style="list-style-type: none"> Ethics approval received for University of Tasmania Honours projects and interviews commenced. 	<p>University of Tasmania Honours students Kiran Walker and Jessica Bowden completed their Honours Thesis.</p> <ul style="list-style-type: none"> Kiran released his industry report <i>Businesses Appetite for Work Integrated Learning</i>. Jessica released her industry report <i>Businesses apprenticeships decision making in the Construction industry</i>. 	<p>Conducted preliminary data analysis ahead of the next round of interviews.</p> <ul style="list-style-type: none"> Refined research design for phase two data collection. Ecosystem map reviewed to incorporate new findings.



2020/21 ANNUAL PLAN PROGRESS REPORT – Q2 Stronger Councils, Stronger Region

Strategic Intention	YTD Activity	Activity this Quarter
	<p>Annual Plan Action: Continue to support Food Producers' Network.</p> <ul style="list-style-type: none"> Sought feedback from participants in the <i>Cultivate Program</i>. Investigated Tourism Northern Tasmania's <i>Cool Season Event</i> as a possible August 2021 event, to support farmers and food manufacturers. Commenced promotion of online event <i>Propagate 1</i> through the Food Producers Network and social media. Sought a 67% discount for food producers in the region to attend. 	<ul style="list-style-type: none"> Sponsored discounted tickets for Cradle Coast businesses to attend: <ul style="list-style-type: none"> Developing Value-Added Foods one-day virtual workshop presented by Seedlab Tasmania. 15 speakers presented on innovative ways to value-add food from around the nation. <i>Fabulous Ferments</i> half-day virtual workshop presented by Seedlab Tasmania and Ferment Tasmania.
<p>1.2 Develop an effective working relationship with the Regional Tourism Organisation, build on defined roles and collaborative work.</p>	<p>Annual Plan Action: Identify and implement options for collective work.</p> <ul style="list-style-type: none"> Regional Tourism Organisation, West by North West presented to the Events Working Group and discussed project on data collection for events in the region. 	<ul style="list-style-type: none"> Promoted the <i>Road Trips Building Tool</i> to the Events Working Group which was created by Tourism Tasmania in collaboration with the Regional Tourism Organisation, West by North West.
<p>1.3 Proactively attract investment to our region. Note: no planned 'Annual Plan Actions' however, activity that aligns with this Strategic Intention will be included here.</p>	<ul style="list-style-type: none"> Secured funding from the Tasmanian Government to deliver <i>Weed Action Fund Grants</i>, in partnership with NRM North and NRM South. Secured and executed a Grant Deed for \$16,000 from the Tasmanian Government's <i>Climate Research Grants</i> to expand the <i>Property Management Planning Program</i> to incorporate a valuable climate change tool for farmers. 	<p>Nil</p>



2020/21 ANNUAL PLAN PROGRESS REPORT – Q2
Stronger Councils, Stronger Region

2 Continue to lead regional NRM, with Councils and others, to improve the environment

Strategic Intention	YTD Activity	Activity this Quarter
<p>2.1 Deliver exceptional Commonwealth and State Government funded NRM work to increase investment in the region through the implementation of a Regional NRM Strategy.</p>	<p>Annual Plan Action: Develop Regional NRM Strategy.</p> <ul style="list-style-type: none"> NRM strategy development on target despite impacts of Covid-19 preventing any face-to-face meetings with consultants until December 2020. All key elements of strategy development established based on requirements of Australian Government, State Government KPIs, and best practice NRM planning guidelines which will be used to guides strategy development and final evaluation. 	<ul style="list-style-type: none"> CCA, NRM North and NRM South collaboratively developed: <ul style="list-style-type: none"> a draft state-wide Tasmanian vision statement for the Regional NRM Strategy for wider consultation. a draft stakeholder engagement plan to be populated with all regional stakeholders. a project 'roadmap' or plan to track project progress. Captured a diverse range of possible project ideas from staff to consider for the Regional NRM Strategy. Strategy framework (chapters) with quality control guidelines developed and agreed including robust program logic, common state-wide themes, cross-cutting considerations, and a 'basket' of state-wide asset classes from which the Tasmanian NRM bodies will work on regional priorities. Prioritisation approach to identify regionally significant assets and potential actions agreed. Critical and accountable stakeholders received briefings and inputs sought on progress and process. Extensive consultation process to commence in January and February 2021.
<p>Annual Plan Action: Commence developing a Regional NRM Investment Prospectus.</p>		<ul style="list-style-type: none"> To begin once the Regional NRM Strategy has been developed.



2020/21 ANNUAL PLAN PROGRESS REPORT – Q2 Stronger Councils, Stronger Region

Strategic Intention	YTD Activity	Activity this Quarter
<p>2.2 Continue to deliver State and Federally funded NRM projects.</p>	<p>Annual Plan Action: Manage and deliver Regional Land Partnerships (RLP) Program, including:</p> <ul style="list-style-type: none"> • RLP Core Services • Regional Agricultural Landcare Facilitator (RALF) • Protecting Our Productive Soils • Coastal Saltmarsh Recovery in Robbins Passage and Surrounds • Creating a Hooded Plover Stronghold on Three Hummock Island • Giant Freshwater Crayfish Recovery • Rice Grass Removal from the Rubicon-Port Sorell Estuary 	<p>Regional Land Partnerships Core Services</p> <ul style="list-style-type: none"> • Met targets for all RLP output reporting for 2020/21 to date. • Secured payments for 2019-20 RLP services impacted by COVID-19, which will be delivered in 2020-21, submitted related change orders and request for funds movement while ensuring RLP targets are met within the overall program timeframe. • Completed Aboriginal Traineeship community engagement and augmented with offer of employment for new Aboriginal NRM Officer under an Australian School-based Apprenticeship (ASbA) position undertaking Certificate III in Conservation Land Management (CLM), which will see Aboriginal community members working with us in NRM delivery while obtaining qualifications. • Commenced development of community participation project brief. • Provided support to local 'Dog's Breakfast' events. <p>Regional Agriculture Landcare Facilitator (RALF)</p> <ul style="list-style-type: none"> • Liaised and supported Property Management Plan program participants. • Presented the online whole farm planning program to 12 TastaFE agriculture apprentices. • Liaised with Private Forests Tasmania, CSIRO and Forico regarding the potential for pyrethrum strip-cropping between trees on farms. • Collected data and developed summary a report for the demonstration trials.
<p>Regional Land Partnerships Core Services</p> <ul style="list-style-type: none"> • Commenced RLP output reporting for 2020/21 Quarter 2 project deliverables, adaptive analysis of all RLP projects and progress on delivering against activities impacted by COVID-19. • Change orders for Giant Freshwater Crayfish and 3 Hummock Island projects submitted to the Australian Government along with the movement of funds for Giant Freshwater Crayfish, 3 Hummock Island and Rubicon Rice Grass projects between FY2020/21, FY2021/22 and FY2022/23 as per the Australian Government's request. Changes were principally due to COVID-19 impacts in FY19-20 and modifications to related on-ground service delivery and landholder engagements or covenant development. • Completed Monitoring Evaluation Reporting and Improvement (MERI) Plan. • Plan for Aboriginal Traineeship Program completed – with a view to start in Feb/Mar 2021 and ASbA NRM Officer interviewed and offered employment to begin in January 2021. • Supported the Burnie Dog's Breakfast and Devonport Dog's Lunch events to raise awareness of shorebirds on beaches and responsible dog management. • Supported development of The Flock education resources with Burnie Regional Art Gallery to raise awareness of our region's migratory shorebirds and the protection of their habitat. • December edition of the Cradle to Coastlines newsletter published and distributed to 650+ subscribers. 	<p>Regional Land Partnerships Core Services</p> <ul style="list-style-type: none"> • Commenced RLP output reporting for 2020/21 Quarter 2 project deliverables, adaptive analysis of all RLP projects and progress on delivering against activities impacted by COVID-19. • Change orders for Giant Freshwater Crayfish and 3 Hummock Island projects submitted to the Australian Government along with the movement of funds for Giant Freshwater Crayfish, 3 Hummock Island and Rubicon Rice Grass projects between FY2020/21, FY2021/22 and FY2022/23 as per the Australian Government's request. Changes were principally due to COVID-19 impacts in FY19-20 and modifications to related on-ground service delivery and landholder engagements or covenant development. • Completed Monitoring Evaluation Reporting and Improvement (MERI) Plan. • Plan for Aboriginal Traineeship Program completed – with a view to start in Feb/Mar 2021 and ASbA NRM Officer interviewed and offered employment to begin in January 2021. • Supported the Burnie Dog's Breakfast and Devonport Dog's Lunch events to raise awareness of shorebirds on beaches and responsible dog management. • Supported development of The Flock education resources with Burnie Regional Art Gallery to raise awareness of our region's migratory shorebirds and the protection of their habitat. • December edition of the Cradle to Coastlines newsletter published and distributed to 650+ subscribers. 	



2020/21 ANNUAL PLAN PROGRESS REPORT – Q2
Stronger Councils, Stronger Region

Strategic Intention	YTD Activity	Activity this Quarter
	<p>YTD Activity</p> <ul style="list-style-type: none"> Hosted UTAS Agribusiness student, who spent a day in the field with CCA staff collecting data from a soil acidification demonstration trial at Arthur River. Represented CCA on the Tasmanian Agriculture Productivity Group Precision Agriculture expo organising committee. Coordinated state-wide RALF/sustainable agriculture meeting between CCA, NRM North and NRM South agriculture personnel and guests from the Department of Premier and Cabinet. <p>Protecting our Productive Soils</p> <ul style="list-style-type: none"> Tested integrated contour mapping via an in-cab software on-site. Developed mini in-paddock demonstration trial for pasture improvement. Delivered cover crop workshop to 13 participants. Supported seven farms with soil amendment demonstration trials. Supported one commercial farm with hillslope erosion demonstration trial. Delivered effective nutrient budgeting workshop, involving 21 industry participants. <p>Coastal Saltmarsh Recovery in Robbins Passage and Surrounds</p> <ul style="list-style-type: none"> Completed nine site inspections/visits to inform project establishment. Liaised with Tasmanian Land Conservancy regarding covenants on six properties. <p>Creating a Hooded Plover Stronghold on Three Hummock Island</p> <ul style="list-style-type: none"> Undertook a one-week field trip to Three Hummock Island and conducted Aboriginal heritage assessments; located previously tagged cats; and setup monitoring cameras and rodent tracking sites. Facilitated a Technical Working Group meeting, where the proposed approach to control feral cats was endorsed. Completed rodent monitoring. Conducted annual Adaptive Management Analysis and developed annual plan. 	<p>Activity this Quarter</p> <p>Regional Agriculture Landcare Facilitator (RALF)</p> <ul style="list-style-type: none"> Built six dung beetle nursery cages to establish new nursery colonies on commercial farms and started trapping emerging beetles in preparation for these colonies. Established four new spring active dung beetle nursery colonies. Helped a commercial beef and vegetable farmer develop a Smart Farms small grants (round 4) application (\$55k biochar extension project). Attended an alley farming exploration meeting with Forico and Private Forests Tasmania representatives. Participated in a workshop for delivering effective extension programs and activities. <ul style="list-style-type: none"> Assisted with the planning and delivery of: <ul style="list-style-type: none"> a future precision agriculture field day two technical interactions with farmers. baseline soil sampling for establishment of demonstration trial site. Attended a Tasmanian Agriculture Productivity Group Precision Agriculture Organising Committee meeting, to evaluate the field day held in November 2020 and begin planning the next field day (scheduled for April 2021). <p>Protecting our Productive Soils</p> <ul style="list-style-type: none"> Monitored cover crop trial sites, which reveal varied hillslope erosion control techniques following recent heavy rainfall. Integrated contour mapping developed with the installation of erosion control rip lines in newly sown paddocks on multiple sites. The Marawah soil amendment trial shows a significant measurable response to treatments, demonstrating and identifying the values of soil testing prior to any potential misuse of fertilisers and options to consider for pasture improvement through practice change. <p>Coastal Saltmarsh Recovery in Robbins Passage and Surrounds</p> <ul style="list-style-type: none"> A meeting of the Rice Grass Project Reference Committee was held and 2020/21 treatment areas planned.



2020/21 ANNUAL PLAN PROGRESS REPORT – Q2
Stronger Councils, Stronger Region

Strategic Intention	YTD Activity	Activity this Quarter
<p>Giant Freshwater Crayfish</p> <ul style="list-style-type: none"> Produced quarterly newsletter and distributed to 200 recipients. Assessed first project proposal and landholder committed to rehabilitate and/or protect 2.6 kilometres of riverbank on the Inglis River. Completed 14 site inspections/visits and liaised with Private Forests Tasmania and Sustainable Timbers Tasmania to inform project work. Responded to State and National media interest in project (newspaper, radio and social media). Prepared and executed Grant Funding Agreements with landholders involved in the project. 	<p>Rice Grass Removal from the Rubicon Estuary</p> <ul style="list-style-type: none"> Produced a Rubicon Rice Grass Project Information Sheet and distributed. Sought approval from Parks and Wildlife Service to commence treatment of Rice Grass in the Rubicon - Port Sorell Estuary from November 2020 to March 2021. <p>King Island Scrubfit and King Island Brown Thornbill</p> <ul style="list-style-type: none"> Scoped, developed and contracted Project Work Order for a new RLP Project, which will undertake foundational work to gain a better understanding of the distribution and habitat requirements of both the King Island Scrubfit and King Island Brown Thornbill building on previous work. The project is funded by the Australian Government and will deliver bird surveys and vegetation/habitat assessments for Environment Protection and Biodiversity Conservation - listed KIS and KIBT. The project will run from Dec 2020 – June 2022. 	<ul style="list-style-type: none"> One western inlet landholder committed to pursuing a covenant. Department of Primary Industry Parks Water and Environment (DPIPWE) gave approval to proceed despite being less than 10ha. Completed five site inspections/visits to view private saltmarsh areas, where two potential covenant areas were discovered: Ralston In Western Inlet and Lovell in Eastern Inlet. Six of the 20 identified landholder sites have confirmed they are not interested in a covenant. <p>Creating a Hooded Plover Stronghold on Three Hummock Island</p> <ul style="list-style-type: none"> Continued work to gain approvals (RAA and State Government authority) to use Felixters and Curiosity. <p>Giant Freshwater Crayfish</p> <ul style="list-style-type: none"> Baseline monitoring completed at remaining three sites: Inglis River, Lapoinya tributary and Detention River. Crayfish trapped and tagged at each site with project consultant/partner. Five Grant Funding Agreements in place, enhancing or improving 17.9 linear kilometres of riverbank. Six landholder site inspections undertaken. Project variation lodged with the Australian Government to amend targets from 12 kilometres both sides to 24 kilometres of linear length of riverbank treated. Negotiations commenced between Tasmanian Land Conservancy and a Hook Creek landowner to develop conservation covenant over approximately 15 hectares. Letter of Support provided to a landholder applying for Landcare Action Grants funding, to fully implement improved crayfish habitat project plan. <p>Rice Grass Removal from the Rubicon Estuary</p> <ul style="list-style-type: none"> Rice Grass Project Reference Committee meeting held and 2020-2021 treatment areas planned. Presented an overview of the project to the Port Sorell Advisory Committee.



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Strategic Intention	YTD Activity	Activity this Quarter
	<ul style="list-style-type: none"> Received approvals from Parks and Wildlife Service to commence weed control. Works are subject to suitable tides and weather conditions. Timelines to obtain aerial spraying permit for Rice Grass developed with Biosecurity Tasmania and DPIWVE. Ground-based Rice Grass treatment postponed due to weather conditions. Treatment planned at Squeaking Point early 2021. <p>King Island Scrubtit and King Island Brown Thornbill</p> <ul style="list-style-type: none"> The King Island Scrubtit and King Island Brown Thornbill are two of Australia's most critically endangered bird species; this project will improve understanding of the species populations and habitats. Project scope, budget and project brief for sub-contractors have been developed and quotes sought from consultants to be submitted in early January 2021. Procurement process commenced – request for quotations sought from qualified consultants, with successful vendor to be identified and engaged in early 2021. 	
	<p>Annual Plan Action: Implement the Tasmanian Cat Management Plan.</p> <ul style="list-style-type: none"> Liaised with DPIWVE, Ten Lives and Bruny Island Cat Management Project Group to develop an annual plan. Liaised with Ten Lives regarding possible sub-shelter in the region. Received animal ethics and human ethics approval to undertake Cradle Coast Cat Tracker Project. Undertook additional advertising in the Central Coast area to reinforce the benefits of containment for cats during the cat trapping project. Sought support from Member Council General Managers to develop a Regional Cat Management Strategy and developed draft for initial review. Liaised with DPIWVE regarding the development of cat trapping guidelines for the public. Launched Cradle Coast Cat Tracker Project and responded to media interest in project. Produced two TassieCat brochures focused on Cat-borne diseases. 	<ul style="list-style-type: none"> Selected 22 volunteers to participate in the Cradle Coast Cat Tracker Project and tracked the first group of ten cats. Produced three TassieCat guides: <ol style="list-style-type: none"> 1. Training your cat to walk on a leash and harness. 2. Introducing a new cat into the household. 3. Enrichment: Make staying at home fun for your cat. Coordinated a TassieCat stall providing information on responsible cat ownership at a Cat and Kitten Expo organised by the Tasmanian Feline Association, attended by over 200 cat owners. Coordinated and attended a meeting for the Cradle Coast Cat Management Working Group to develop a first draft of the Regional Cat Management Strategy.



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Strategic Intention	YTD Activity	Activity this Quarter
	<p>Annual Plan Action: Deliver other priority projects, including:</p> <ul style="list-style-type: none"> • Smallholder property management planning program • Develop a community capacity building program 	<ul style="list-style-type: none"> • Two more participants enrolled in the online Property Management Planning Program. • Started to develop a new module for the online Property Management Planning Program - focussing on farming under a changing climate.
2.3 Alter our business model, so some NRM capability can be maintained through core funding (i.e., Council contributions).	Nil	Nil
2.4 Provide greater coordination and support of Member Council NRM activities.	<p>Annual Plan Action: Council NRM staff across the region are engaged with CCA and other Councils.</p>	<ul style="list-style-type: none"> • Supported Member Councils with Weed Action Fund small grants. • Shared Landcare Action Grant opportunities with Member Councils. • Provided Member Councils with TassieCat resources for public use.



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3 Further integrate our NRM and economic development work and that of Councils, demonstrating leadership in sustainable development

Strategic Intention	YTD Activity	Activity this Quarter
<p>3.1 Develop greater cohesion and whole-of-business awareness within the Leadership Team and across staff more broadly.</p>	<p>Annual Plan Action: Embed the Leadership Team approach. An ongoing piece of work incorporated into everything we do. Good gains being made, with new whole of business approaches to cultural awareness training, funding applications and communications in this quarter.</p>	<p>Ongoing as per YTD activity.</p>
<p>3.2 Mirror elements of the 'Futures Plan approach', including the <i>Regional Investment Framework</i> and Core Team (as appropriate), in NRM.</p>	<p>Annual Plan Action: Council NRM staff across the region are engaged with CCA and other Councils. Nil</p> <p>Annual Plan Action: Ensure the review of the Regional Investment Framework informs the development of NRM Investment Prospectus. Nil</p>	<p>To be included in the stakeholder engagement process as part of the Regional NRM Strategy development process.</p> <p>To be included in the stakeholder engagement process as part of the Regional NRM Strategy development process.</p>
<p>3.3 Overcome the confusion between NRM and other organisational branding.</p>	<p>Annual Plan Action: Phase out standalone 'Cradle Coast NRM' branding. Ceased using the standalone Cradle Coast NRM branding.</p>	<p>Continued phasing out Cradle Coast NRM branding.</p>



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4 Ensure our new Strategic Services capability delivers for Councils

Strategic Intention	YTD Activity	Activity this Quarter
4.1		
Effectively implement the Shared Services Strategy and collaborative working arrangements.	<p>Annual Plan Action: Offer Internal Audit Program to Member Councils.</p> <ul style="list-style-type: none"> Completed procurement, contracting and tendering internal audit for Waratah Wynyard Council. Developed an internal audit proposal for West Coast Council and commenced first engagement in September. 	<ul style="list-style-type: none"> Completed an internal audit of Audit Panel practices at West Coast Council. Provided a range of options for West Coast Council to consider to address internal audit recommendations. Provided an internal audit proposal to Devonport City Council for consideration.
	<p>Annual Plan Action: Continue to deliver Cradle Coast Local Government Networking Program in partnership with LG Professionals Tasmania.</p> <ul style="list-style-type: none"> Scheduled and planned the final event for 2020. 2021 event dates proposed and agreed with Cradle Coast Branch President. 	<ul style="list-style-type: none"> Delivered the final 2020 event.
	<p>Annual Plan Action: Continue to coordinate and promote regional events with the Regional Events Working Group.</p> <p>Events promotion largely on hold due to COVID-19. Gradually being reinstated as details of future events are firmed up.</p>	<p>Nil</p>
	<p>Annual Plan Action: Work with General Managers to complete the analysis already commenced in relation to regulatory services.</p> <p>Postponed as per Member Council General Managers request noting impacts of COVID-19. Agreed to complete action before 30 June 2021.</p>	<ul style="list-style-type: none"> Data collection template reviewed/revised ready for distribution in the first quarter of 2021.

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Strategic Intention

YTD Activity

Activity this Quarter

Annual Plan Action: Conduct an audit of policies and procedures across Member Councils to identify gaps and develop templates for Council use.

Postponed as per Member Council General Managers request noting impacts of COVID-19. Agreed to incorporate this action into 2021/22 Shared Services Implementation Plan.

Annual Plan Action: Explore shared service opportunities in Environmental Planning e.g., climate change (review climate plans for coastal Councils), lead implementation of zero plastics and other initiatives identified and agreed.

Postponed as per Member Council General Managers request noting impacts of COVID-19. Agreed to incorporate this action into 2021/22 Shared Services Implementation Plan.

Annual Plan Action: Work with General Managers to assess other opportunities categorised as 'facilitate' in the Shared Services Strategy and develop a detailed, costed implementation plan where applicable. Year one actions include:

- Environmental Health under sub-regional arrangements
- Parking, animal control and regulation
- Shared IT environment to enable HR management
- Review HR practices to implement standardised processes
- Recruitment

Postponed as per Member Council General Managers request noting impacts of COVID-19. Agreed to incorporate this action into 2021/22 Shared Services Implementation Plan.

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Strategic Intention

4.2

Promote local government careers and help Councils with workforce development.

YTD Activity

Annual Plan Action: Continue to deliver Australian School-based Apprenticeship (ASbA) Program, contributing to:

- 15 ASbA placements with Member Councils
- School-based pathway mapping for careers into local government
- Forward identification of local government roles across Member Councils over five years
- Collected and analysed workforce data received from seven Member Councils.
- Prepared and presented analysis to six Member Councils.
- Prepared and presented regional workforce profile and insights at Representatives meeting in August.
- Identified more than 200 suitable roles for ASbAs within Member Councils through workforce data analysis.
- Identified and communicated 2021 recruitment timeframes with all Councils.
- Prepared 2021 recruitment material and engaged with stakeholders.
- As at reporting, seven ASbAs committed across Central Coast Council, Waratah Wynyard Council, Burnie City Council and CCA for 2021 recruitment drive.
- Advertised six ASbA opportunities across Central Coast Council, Waratah Wynyard Council, Burnie City Council and CCA.
- 19 expression of interest applications received and shared with relevant Councils to progress recruitment and selection processes.
- Produced guidance notes for Member Councils to assist with the ASbA Engagement process.
- CCA's ASbA Sarah Walton, completed her School-based Apprenticeship obtaining a Certification III in Business.
- Received approval for the delivery of Local Government specific Vocational Education and Training (VET) in Tasmania.
- Supported a Registered Training Organisations interested in delivering Local Government specific qualifications in the region and assisted them to obtain endorsement from Skills Tasmania and User Choice Funding eligibility.
- Attended a Local Government Professionals Tasmania Human Resources Special Interest Group meeting to provide update on Workforce Analysis and ASbA projects.
- Delivered Workforce Analysis presentations to Minister Shelton and Anita Dow MP.
- Action plan developed to build on Workforce Analysis work completed to date.



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Strategic Intention	YTD Activity	Activity this Quarter
<p>4.3 Plan, coordinate, facilitate, advocate and otherwise with, and act on behalf of Councils.</p>	<p>Annual Plan Action: Evaluate requests and opportunities and act on behalf of Councils (to be determined based on needs) where strategic alignment is achieved.</p> <ul style="list-style-type: none"> Completed initial Telecommunications review agreed by General Managers involving data collection, analysis, and presentations to all Member Councils. Sought agreement from Member Councils to progress mobile phone services and Microsoft Office 365 recommendations. Commenced negotiations with Telecommunications vendors to explore opportunities at a regional scale. Prepared and executed Shared Service Agreement with West Coast Council to review/develop West Coast Visitor Information Centre Business Plan. Evaluated several requests from Member Councils including Local Government Procurement Training, provision of energy audit services, online community notification platform (Snap, Send, Solve). 	<ul style="list-style-type: none"> Completed negotiations with Telecommunications vendors to deliver joint procurement of mobile phone services and Microsoft Office 365. Presented analysis of telecommunications procurement options and recommendations to Member Council General Managers. Commitment sought from Member Councils to progress regional scale telecommunications procurement as per recommendations, with a view to execute arrangements in early 2021. Action plan developed to build on Telecommunications work completed to date. Commenced strategic review of West Coast Visitor Information Centre Business Plan for West Coast Council. Explored and commenced development of a procurement training program through local buy partners to offer Member Councils as a shared service initiative. Attended Business NBN Enterprise Ethernet event to inform shared services/regional project opportunities.

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5

Achieve financial sustainability

Strategic Intention	YTD Activity this Quarter	Activity this Quarter
<p>5.1 Diversify revenue streams through effective business development and service delivery.</p>	<p>Annual Plan Action: Identify investment priorities and funding streams through the development of regional plans/strategies e.g., Regional NRM Strategy and subsequent Investment Prospectus.</p> <ul style="list-style-type: none"> Secured additional external funding for NRM activities and generated new revenue by providing internal audit and consultancy services to Member Councils. 	<p>Nil</p>
<p>5.2 Implement a Financial Management Plan to better withstand any financial shocks and inform decision making around Council Contributions.</p>	<p>Annual Plan Action: Implement a long-term Financial Management Plan.</p> <ul style="list-style-type: none"> Finalised draft Financial Management Plan with the Audit and Risk Committee. 	<p>Final draft Financial Management Plan presented to Audit and Risk Committee for recommendation to the Board.</p>
	<p>Annual Plan Action: Achieve financial KPIs as identified in the Strategic Plan.</p> <ul style="list-style-type: none"> Progress to be reported following quarterly financial reporting. 	<p>Reporting against financial KPIs is provided at the end of annual plan actions, we are currently on track to achieve both.</p>



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6 **Make the most of technology to improve organisational effectiveness and efficiency**

Strategic Intention	YTD Activity	Activity this Quarter
<p>6.1 Establish high levels of technological literacy among staff.</p>	<p>Annual Plan Action: Learning and development plans identify and reflect technological literacy aims.</p> <p>N/A</p>	<p>N/A</p>
<p>6.2 Innovate through software and hardware adoption, both internally and externally.</p>	<p>Annual Plan Action: Maximise benefits and knowledge of current software solutions, i.e.: M-Files, Microsoft Office 365.</p> <p>N/A</p> <ul style="list-style-type: none"> Analysed benefits and functionality of our current software solutions for future decision-making purposes. Leadership Team received overview of Microsoft Office 365 capabilities and functionality, presented by Devonport City Council. 	<p>Annual Plan Action: Ensure software/hardware solutions are fit for purpose and lead the way to deliver best practice.</p> <ul style="list-style-type: none"> Continued to progress the development of a Customer Relationship Management system across the business, using existing software. Reviewed proposed Customer Relationship Management system and considered Microsoft Office 365 capabilities before progressing this action.



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7

Become a global exemplar of regional development, local government collaboration, and public administration

Strategic Intention	YTD Activity	Activity this Quarter
<p>7.1 Ensure we have the right people, skills, and processes.</p>	<p>Annual Plan Action: Deliver on internal process improvements and staff capability/training as per Strategic Plan. Nil</p>	<ul style="list-style-type: none"> Staff completed writing training, delivered in-house by 'Writing Clearly' expert, Philip Blake.
<p>7.2 Develop a culture in which we all strive to get 'world's best' out of each other, supported by mentoring, peer coaching or consulting.</p>	<p>Annual Plan Action: Deliver against individual learning and development plans. Nil</p>	<p>Nil</p>
<p>7.3 Improve the way we measure and communicate the impact of our work.</p>	<p>Annual Plan Action: Develop and implement communications and engagement plans. <ul style="list-style-type: none"> Implementation of project communication and engagement plans in progress. Communications and Engagement Strategy reviewed with implementation continuing to progress. </p>	<ul style="list-style-type: none"> Implementation of Communications and Engagement Strategy continued, with in-house 'Style Guide' developed and implemented. Social media practices reviewed and improved in line with Communications and Engagement Strategy. Social media activity increased with all Project Officers/Coordinators now posting regular project updates.
	<p>Annual Plan Action: Regular transparent and meaningful reporting to our owners and external stakeholders through: <ul style="list-style-type: none"> Biannual attendance at Council workshops Monthly newsletter and social media Continued radio, television, and newspaper coverage Public presentations </p>	<p>Visit our website here to view all our Media Releases.</p>



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Strategic Intention	YTD Activity	Activity this Quarter
<p>• Monthly newsletter and social media maintained.</p> <p>Continued radio, television, and newspaper coverage:</p> <p>Radio:</p> <ul style="list-style-type: none"> • Cradle Coast Cat Tracker Project, ABC Tasmania <p>Newspaper:</p> <ul style="list-style-type: none"> • Little Penguins, The Advocate • Quilba Saleyards Forum, The Advocate • Soil erosion, The Advocate • Seasonal Cover Crops, The Advocate • Weeds Action Fund, The Advocate • Regenerative agriculture principles, The Advocate • Cradle Coast Cat Tracker Project, The Advocate and The Mercury <p>In addition to communication and engagement activities covered elsewhere in this document, the following key stakeholders were engaged on various matters.</p> <ul style="list-style-type: none"> • Nick Sherry • Roseanna Coombes, NRM North • Nepelle Crane, NRM South • Belinda Pratt, Office of the Coordinator General • Erin Cooper, ABC • Senator The Hon. Richard Colbeck • Gavin Pearce MP • David Pollington, UFC Renewables • The Hon. Jason Clare MP • Professor Robyn Eversole, Swinburne University • Rufus Black, Jim Cawaye, Lee Whiteley and Danielle Kidd, UTAS • The Hon. Peter Gutwein MP, Premier • The Hon. Jeremy Rockliff MP, Deputy Premier • The Hon. Leontie Hiscutt MLC 	<p>• Monthly newsletter and social media maintained.</p> <p>Continued radio, television, and newspaper coverage:</p> <p>Radio:</p> <ul style="list-style-type: none"> • Cradle Coast Cat Tracker Project interim results, ABC Drive. <p>Newspaper:</p> <ul style="list-style-type: none"> • Cover crops to improve soil structure, The Advocate. • Giant Freshwater Crayfish featuring Todd Walsh, The Mercury weekender. <p>Television:</p> <ul style="list-style-type: none"> • Cradle Coast Cat Tracker Project, National ABC breakfast news. <p>In addition to communication and engagement activities covered elsewhere in this document, the following key stakeholders were engaged on various matters.</p> <ul style="list-style-type: none"> • Attendance a Council Workshops: Devonport City, Latrobe, West Coast, Waratah Wynyard, Burnie City and King Island Management • Matthew Greskie and Melissa Pearce, Dulverton Waste • TransGrid and TasPorts • Mayor Kons, Burnie City Council • Simon Overland, Burnie City Council • TasRail • Tom Wotton, West by North West • Lee Whiteley, University College - University of Tasmania • Ray Mostogl, Tasmanian Minerals, Manufacturing & Energy Council • Gavin Pearce MP • Anita Dowd MP 	<p>• Monthly newsletter and social media maintained.</p> <p>Continued radio, television, and newspaper coverage:</p> <p>Radio:</p> <ul style="list-style-type: none"> • Cradle Coast Cat Tracker Project aims and methods, ABC Drive. • Cradle Coast Cat Tracker Project interim results, ABC Drive. <p>Newspaper:</p> <ul style="list-style-type: none"> • Cover crops to improve soil structure, The Advocate. • Giant Freshwater Crayfish featuring Todd Walsh, The Mercury weekender. <p>Television:</p> <ul style="list-style-type: none"> • Cradle Coast Cat Tracker Project, National ABC breakfast news. <p>In addition to communication and engagement activities covered elsewhere in this document, the following key stakeholders were engaged on various matters.</p> <ul style="list-style-type: none"> • Attendance a Council Workshops: Devonport City, Latrobe, West Coast, Waratah Wynyard, Burnie City and King Island Management • Matthew Greskie and Melissa Pearce, Dulverton Waste • TransGrid and TasPorts • Mayor Kons, Burnie City Council • Simon Overland, Burnie City Council • TasRail • Tom Wotton, West by North West • Lee Whiteley, University College - University of Tasmania • Ray Mostogl, Tasmanian Minerals, Manufacturing & Energy Council • Gavin Pearce MP • Anita Dowd MP



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Strategic Intention	YTD Activity	Activity this Quarter
	<ul style="list-style-type: none"> Peter Skillein, IFGA Peter Cornish, Fruit Growers Tasmania Senator Wendy Askew Stuart Hollingsworth, Skills Tasmania The Hon. Guy Barnett MP David Pemberton, DPI/PWE The Hon. Rebecca White MP Anita Dow MP Shane Broad MP Mark Baker, Northern Tasmania Development Corporation (NTDC) Sean Terry and Sophie Rowlands, Department of State Growth Senator The Hon. Eric Abetz Felix Ellis MP Senator Jacqui Lambie Tasmanian Community Fund Board Hosted a Quilba Saleyards Forum 	<ul style="list-style-type: none"> The CEO was a panel member at the Tasmanian Energy Development Conference Panel Discussion The CEO facilitated a Coasters event with Senator Jacqui Lambie The CEO was a panellist for the Tasmanian Spatial Information Council (TASSIC) Forum 2020
<p>7.4 Provide thought leadership across our areas of capability and influence.</p>	<p>Gear up to provide thought leadership from July 2021 through:</p> <ul style="list-style-type: none"> Identifying topics and opportunities Establishing capacity and capability Coordinated Reimagining our Region Workshop with the Regional Economic Development Steering Group and Professor John Hewson AM. Continued publishing Reimagining our Region articles in partnership with the University of Tasmania and The Advocate. 	<p>Nil</p>
<p>7.5 Ensure knowledge and other project outputs are utilised and shared beyond the funding period; maintain corporate memory and deliver lasting value.</p>	<p>Develop sound knowledge management practices through:</p> <ul style="list-style-type: none"> Effective records management Ongoing website maintenance and management Web portal development Ongoing website maintenance and management to ensure project information and organisation-wide publications are up-to-date and accessible. 	<ul style="list-style-type: none"> Ongoing website maintenance and management to ensure project information and organisation-wide publications are up-to-date and accessible.

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Strategic Intention	YTD Activity	Activity this Quarter
<p>7.6 Embrace cultural diversity in our organisation and in the work, we do, including meaningful engagement with Aboriginal communities.</p>	<p>Incorporate cultural awareness into induction processes.</p> <ul style="list-style-type: none"> Cultural awareness training incorporated into Indigenous Participation Plan and our induction processes. <p>Deliver against NRM Indigenous participation plan.</p> <ul style="list-style-type: none"> Consultation commenced for an Aboriginal traineeship. 	<p>NII</p> <ul style="list-style-type: none"> Developed Project Plan and met with TasTAFE to progress the Aboriginal Traineeship and School-based Aboriginal NRM Apprentice.
<p>7.7 Continue to deliver priority economic development projects.</p>	<p>Build the Coastal Pathway improvements.</p> <ul style="list-style-type: none"> Liaised with TasRail regarding issues and raised with Premier to gain support to resolve. Engaged consultant to complete a detailed survey around Don Heads Road to establish rail boundary lines. Liaised with two landholders regarding possible purchase agreements. <p>Sulphur Creek to Penguin section</p> <ul style="list-style-type: none"> Received landowner consent from TasRail. Application submitted to Central Coast Council to obtain crown land consent to lodge Development Application. <p>Latrobe to Ambleside section</p> <ul style="list-style-type: none"> 100 metres of pathway poured for a total of 1000 meters of footpath complete. 275 metres of rock embankment complete for a total of 865 meters. Engaged consultant to provide information around the habits and sensitivities of the White-bellied Sea Eagle. <p>Manage the establishment of farm vehicle washdown facilities.</p> <ul style="list-style-type: none"> Evaluated quotes for feasibility study and drafted Contract for Services. Established Steering Group and hosted two meetings. 	<ul style="list-style-type: none"> Met with TasRail and Councils to agree on outstanding matters and completion dates for all Coastal Pathway sections. TasRail to release documentation to DCC to begin the process. <p>Don to Leith section</p> <ul style="list-style-type: none"> Procurement requirements for Don Heads Road agreed on. <p>Sulphur Creek to Penguin section</p> <ul style="list-style-type: none"> Fencing assessment undertaken with Central Coast Council and sent to TasRail for comment. <p>Latrobe to Ambleside section</p> <ul style="list-style-type: none"> 300 metres of concrete poured for a total of 2120 metres. 1100 metres of rock embankment has been completed for a total of 2140 metres. <p>Manage the establishment of farm vehicle washdown facilities.</p> <ul style="list-style-type: none"> Met with Smithton Steering Group to discuss the feasibility of the facilities. Liaised with Pitt and Sherry and Developers to produce draft feasibility study report for Burnlie, Devonport and King Island.

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Reporting against our Annual Plan Key Performance Indicators (KPIs)

KPI	2020	2020/21 Target	2020/21 YTD actual
 <p>People and Culture KPIs identified using the Balanced Scorecard approach</p> <p>People and Culture outcomes lead to continuous improvement</p> <p>Efficiency of internal processes reduces cost and satisfies Member Councils and other Funding Partners</p> <p>Satisfied Member Councils and other Funding Partners leads to financial sustainability</p> <p>Performance on all levels satisfies stakeholders</p>	In progress	70%	N/A ²
 <p>Internal Processes</p> <p>The leadership team is unified and unifying, providing collective leadership across the business.</p> <p>Increase the average staff rating across key capabilities, for example: alignment with our principles, technology adoption, productivity, project management¹.</p> <p>Increase efficiency by formally mapping and improving processes (i.e., continuous improvement).</p> <p>Project milestones – not just projects overall - are achieved on time and within budget.</p>	In progress	2	1
 <p>Member Councils and Funding Partners</p> <p>Number of regionally significant projects delivered³.</p> <p>Increase the number of stakeholders who are at least 'satisfied'⁴.</p>	-	1	N/A ⁵
 <p>Finance</p> <p>Deliver a small operating surplus to maintain financial sustainability.</p> <p>Increase the proportion of non-Council revenue.</p>	(\$116k) ⁷	\$5k	Budget: \$6k
	58% ⁸	64%	80%

¹ At the time of developing Annual Plan & Budget, staff capability assessments were in progress and will be repeated annually.
² Initial assessment completed, achieving a score above target, however, process is being fine-tuned and will be reassessed/reported based on 2021 annual reviews.
³ Progress monitored quarterly but reported annually.
⁴ i.e., projects identified through our Regional Investment Framework.
⁵ Reported annually.
⁶ Baseline data collection not deemed a priority considering COVID-19.
⁷ Based on 2019/20 budget estimate.
⁸ Based on 2019/20 budget estimate.

APPENDIX 2 - CURRENT PROJECTS AND INITIATIVES

Stronger Councils, Stronger Region



For more details about our current projects visit our website [here](#).

Project/Description	Funding provider	Duration
<p>Regional Land Partnerships Core Services - The Core Services part of the Regional Land Partnerships Program (RLP) is intended to enable the NRM groups to undertake NRM planning, project design, and Monitoring, Evaluation, Reporting and Improvement (MER) activities. It also supports the community, including community groups, the Aboriginal community, and industry groups to participate in the delivery of RLP projects.</p>	Australian Government	2019 - 2023
<p>Coastal Saltmarsh Recovery in Robbins Passage and Surrounds – This project aims to improve the condition and long-term protection of the Coastal Saltmarsh Threatened Ecological Community by targeting the primary ecological threat to saltmarsh, Rice Grass, and through brokering and establishing conservation agreements with landholders to maintain and protect saltmarsh on or adjoining their properties.</p>	Australian Government	2020 – 2023
<p>Giant Freshwater Crayfish Recovery – This project will protect and improve priority stream habitat for the highly valued and vulnerable Giant Freshwater Crayfish. Working with landholders to establish conservation agreements and undertake riparian protection and rehabilitation works, the project will increase the area of good quality habitat within the species' range, and protect it from further degradation.</p>	Australian Government	2019 – 2023
<p>Protecting Our Productive Soils – This project will engage and support farmers to build capacity to better manage hillslope erosion on mixed cropping farms and soil acidification on intensive grazing enterprises. This will achieve practice change on the ground and improve the sustainability of agricultural activities across our productive landscapes.</p>	Australian Government	2019 – 2023
<p>Creating a Hooded Plover Stronghold on Three Hummock Island – This project will protect the threatened beach-nesting shorebird species, the Hooded Plover, on Three Hummock Island by working towards the eradication of feral cats from the island, as well as controlling the invasive weed, Sea Spurge, and removing marine debris.</p>	Australian Government	2019 – 2023
<p>Rice Grass Removal from the Rubicon-Port Sorell Estuary – This project will improve the condition and the long-term protection of Coastal Saltmarsh and feeding habitat for migratory and resident birds, by controlling and containing the estimated 660 ha of Rice Grass in the Rubicon-Port Sorell Estuary, a key threat to the ecosystem.</p>	Australian Government	2019 – 2023

APPENDIX 2 - CURRENT PROJECTS AND INITIATIVES Stronger Councils, Stronger Region



<p>Regional Agriculture Landcare Facilitator (RALF) – Working with farmers, industry and community groups to promote sustainable agricultural practices. This project includes the development and support of online Property Management Planning programs to help rural landholders better understand their property's assets, identify management limitations or problem areas and protect the natural values which exist on their property.</p>	Australian Government	2019 – 2023
<p>Implementing the Tasmanian Cat Management Plan – This project supports the implementation of the Tasmanian Cat Management Plan through developing and implementing awareness and education programs to improve levels of responsible cat ownership across the region, assisting Member Councils in the development of policies linked to the TCMP including the development of by-laws and development and implementation of compliance programs for the Cat Management Act along with training programs for Council officers.</p>	State Government	2018 – 2021
<p>Cradle Coast Future Energy Hub – A partnership between CCA and industry established to showcase Cradle Coast's future energy potential. The Hub will be a central place for industry participants to host community and industry engagement activities and a place for the community to learn about the range of renewable energy opportunities in our region.</p>	Industry / State Government	2019 – 2022
<p>New Farm Vehicle Washdown and Effluent Dumping Facilities – This project will see the construction of modern washdown and effluent dumping facilities at Smithton, Burnie, Devonport and King Island for livestock transport and other vehicles.</p>	Australian Government	2019 – ongoing
<p>Food Producers' Network – This initiative will support start-up agritourism, food and drink business in the region. In partnership with new food business incubator, Seedlab Tasmania, CCA will support the delivery of a number of business boot camps and masterclasses at Smithton, Devonport and between, which will form the basis of a Food Producers' Network.</p>	Industry / Australian Government / Local Government	2019 – ongoing
<p>Kickstarting Energy Careers on the West Coast – In partnership with Beacon Foundation and Granville Harbour Wind Farm, this project will provide West Coast students with the opportunity to engage with the renewable energy industry and partake in a two-day intensive project involving work-readiness education, mentoring and site tours. Beacon Foundation's Growth Industry Preparation Programs promote Tasmania's key industries to young Tasmanians and will help raise student, teacher and parent awareness of the growing career opportunities.</p>	Industry	2020
<p>King Island Future Leaders Program – This project aims to establish The Coasters on King Island and provide important career-building and networking opportunities to help King Islanders overcome some of the challenges of isolation to help them thrive in their community.</p>	Australian Government	2019 – 2020

APPENDIX 2 - CURRENT PROJECTS AND INITIATIVES Stronger Councils, Stronger Region



<p>Local Government Australian School-based Apprenticeship (ASbA) Program – Councils are looking to provide more jobs for young people and this program aims to make it easier for our Member Councils, schools and young people to navigate ASbAs. The project will increase the number of ASbAs within Member Councils, help Councils understand the benefits of ASbAs and map ASbAs to areas of current and future skills shortages.</p>	<p>State Government</p>	<p>2019 – 2021</p>
<p>Local Government Networking Program – In partnership with Local Government Professionals Tasmania, this initiative will deliver a series of professional development and networking events aimed at increasing collaboration and engagement amongst Member Council employees across the region.</p>	<p>Industry / Local Government</p>	<p>Ongoing</p>
<p>Constructing the Coastal Pathway – Jointly funded by the State and Australian Government along with Latrobe, Devonport City and Central Coast Councils, the \$14.4m Coastal Pathway extension project will see 21 km of additional pathway built between Latrobe and Sulphur Creek between 2020 and 2021.</p>	<p>Australian Government / State Government / Local Government</p>	<p>2019 – 2021</p>
<p>The Tasmanian Weeds Action Fund – The Tasmanian Weeds Action Fund is a \$5 million State Government initiative. The funds provided will be invested with farmers and other community organisations to tackle weeds that are impacting valuable agricultural and environmental assets. CCA have partnered with NRM North and NRM South to deliver Stage Two of the fund over the next three years, the funds will provide a more strategic and targeted approach to tackling high priority weeds that affect agriculture and the environment to improve the productive value of land and protect our natural values.</p>	<p>State Government</p>	<p>2018 – 2023</p>
<p>Defining and mapping habitat requirements to support the survival of King Island Scrubitt and Brown Thornbill – This project will aim to improve understanding of King Island Scrubitt and King Island Brown Thornbill populations and habitats to identify those locations, vegetation communities and/or habitat types considered important to the species' survival. The information will inform habitat descriptions, guide habitat retention and rehabilitation, and in doing so, provide increased certainty to landowners, regulators and the community in future.</p>	<p>State Government</p>	<p>2020-2022</p>
<p>Online Property Management Planning (PMP) Climate Change Module – Funded by the State Government's Climate Research Grants Program, this project will see CCA develop an online module - 'What does climate change mean for my farm?' to complement our existing online PMP modules.</p>	<p>State Government</p>	<p>2020 - 2021</p>



APPENDIX 2 - CURRENT PROJECTS AND INITIATIVES

Stronger Councils, Stronger Region

Other ongoing initiatives

- **Implementing the Regional Futures Plan (RFP)** – The *Regional Futures Plan* provides a blueprint for a new way of doing regional economic development. Backed by industry, government and the university sector, it aims to boost regional growth and foster a more resilient economy, lifting the living standards of residents in the region.
- **Regional Investment Framework (RIF)** – As part of the *Regional Futures Plan*, the *Regional Investment Framework* provides a systematic approach to identifying and securing support for regionally significant projects. The Regional Economic Development Steering Group will maintain a list of regionally significant projects, reviewed and published quarterly. The first list will be released in early 2020. The purpose of the list is for our region to speak with one voice in support of projects that will drive positive economic change.
- **Regional Events Strategy** – An initiative whereby Member Councils have joined forces to promote regional events. Regional events identified by the Regional Events Working Group are marketed on behalf of Member Councils through CCA's new-look website and its Choose Cradle Coast social media channels. The Regional Events Working Group also aims to deliver other initiatives aligned with the *Regional Events Strategy*.
- **The Coasters** – Hosted by CCA and sponsored by University of Tasmania and CPA Australia, The Coasters was established in 2017 to 'Connect. Inspire. Grow'. The network aims to connect like-minded aspirational young people who live and work on the Cradle Coast and wish to influence the region's future. They share skills, knowledge and experiences to raise aspirations and improve access to career development and mentoring opportunities.
- **Swinburne University Partnership** – The MoU with Swinburne University's Centre for Social Impact will see CCA support work to achieve social impact, providing an opportunity to work in and within the region, to create an inclusive, people-centred regional economy. The MoU arrangements also include a co-funded PhD scholarship aimed at supporting the implementation of the *Regional Futures Plan* and the establishment of a Centre of Social Impact within CCA's premises.
- **Local Government Association Tasmania (LGAT) Partnership** – Aimed at strengthening Local Government and reducing duplication, by sharing information more freely, CCA and LGAT will work together to deliver training, events and other services to our Member Councils.
- **University of Tasmania Partnership** – The partnership with the University of Tasmania will see CCA support and/or host two PhD candidates and two Honours students working on projects aimed at supporting the implementation of the *Regional Futures Plan*.
- **Regional Restart Hub** – A partnership with the University of Tasmania, CPA Australia and CCA saw the Regional Restart Hub established as part of CCA's immediate response to COVID-19. Launched online to help businesses, clubs, community groups and not-for-profits recover from the impact of COVID-19. The Regional Restart Hub is a 'one-stop shop' for assistance and has three key features: free mentoring, Cradle Coast Funding Finder and practical tips, tricks and checklists.



APPENDIX 3 – LIST OF REGIONALLY IMPORTANT PROJECTS

Stronger Councils, Stronger Region

There are currently eight regionally important projects that have been submitted and accepted by our Regional Economic Development Steering Group (REDSG) under the [Regional Investment Framework](#). More details on the regionally important projects are available [here](#).

The REDSG, a business focussed, industry-led Committee of CCA, assesses submissions against the objectives of the Regional Futures Plan, which include more jobs, more training opportunities, a better lifestyle and overcoming social disadvantage. Businesses, community groups, peak bodies and other organisations can make a submission with assistance from the CCA team. Submissions are considered on a rolling basis.

In no particular order, the current project list includes:

- **Coastal Pathway extension** – extensions and improvements to the Coastal Pathway, transforming it into an iconic tourism experience and increasing liveability. Up to \$32 million required.
- **Don River Railway upgrades** – a scenic railway from Devonport to Penguin and other Don River Railway tourism operation with the aim to capture overnight visitors by presenting a more diverse offering. Approx \$5 million required.
- **Mobile Phone Towers** – new mobile phone towers at Woolnorth and Togari, supporting business productivity, safety, and digital accessibility. Approx. \$2.2 million required.
- **World-class organic composting facilities** – supporting FOGO (food organics, garden organics) collection from 40,000 households and businesses. This project involves the construction of an organic waste composting facility in Devonport to process waste from the public and collected by local government Councils. Approx. \$6 million required.
- **Natural Resource Management Jobs** – 200 new land conservation jobs delivered through a 'fair share' of a \$4 billion land conservation stimulus package proposed by NRM Regions Australia. Up to \$20 million allocated to our region would see people working on weed management, track work and other Natural Resource Management projects.
- **Marinus Link and Battery Of The Nation** - together these project will create thousands of jobs and enable the delivery of low-cost, reliable and clean energy generation and storage providing benefits to the entire National Electricity Market – working to make the best use of Tasmania and Australia's renewable energy resources. CCA supports the Australian Government and State Government working with TasNetworks and Hydro Tasmania to progress these important projects. Battery Of The Nation approx. \$900 million. Marinus Link approx. \$3.5 billion.
- **Jobs Transport Independence Project** – developing transport independence for individuals to strengthen local labour markets. Approx \$1 million required.

APPENDIX 4 - 2020 - 2025 STRATEGIC PLAN SUMMARY
Stronger Councils, Stronger Region



Vision: A region that is prospering as a result of strong Councils working together, where ratepayers, industry and government see the benefits of investing in the CCA model. In short, 'Stronger Councils, Stronger Region'.

Purpose: To help Councils achieve regional outcomes and maintain strong local government, by working together.

Principles
We will achieve our vision by consistently acting according to our principles.

We take our responsibility as public administration professionals seriously. We are committed to value for money, impact and transparency, we act with integrity, honesty and respect.					
Agile	Collaborative	Optimistic	Lean	Growth mindset	
We adapt and refocus quickly and easily, in response to change.	We play to others' strengths and listen with intent to understand and avoid duplication.	We see the best possible outcome and strive for that.	We use our resources wisely and keep things simple. If a longer meeting or document won't add value, we'll keep it short.	We experiment, reflect and innovate - we constantly ask ourselves "how can we do this better?"	



Nine Councils working together to make a difference – representing one in five Tasmanians.



A full copy of our Strategic Plan can be found here: <https://www.cradlecoast.com/ccg/publications-media-releases/>

APPENDIX 4 - 2020 - 2025 STRATEGIC PLAN SUMMARY

Stronger Councils, Stronger Region



We will achieve our vision and purpose through the following strategies:

Strategies	
1	Continue to lead regional economic development, with Councils, and others, to make our region an even better place to live, work, visit, learn and invest
2	Continue to lead regional Natural Resource Management, with Councils and others, to improve the environment
3	Further integrate our NRM and economic development work and that of Councils, demonstrating leadership in sustainable development
4	Ensure our new Strategic Services capability delivers for Councils
5	Achieve a sustainable financial position
6	Make the most of technology to improve organisational effectiveness and efficiency
7	Become a global exemplar of regional development, local government collaboration, and public administration



We will seek and measure the following outcomes through key performance indicators (KPIs) to realise our vision:

KPI	
 People and Culture	The leadership team is unified and unifying, providing collective leadership across the business. Increase the average staff rating across key capabilities, for example: alignment with our principles, technology adoption, productivity, project management.
 Internal Processes	Increase efficiency by formally mapping and improving processes (i.e., continuous improvement). Project milestones – not just projects overall - are achieved on time and within budget.
 Member Councils and Funding Partners	Number of regionally significant projects delivered. Increase the number of stakeholders who are at least 'satisfied'.
 Finance	Deliver a small operating surplus to maintain financial sustainability. Increase the proportion of non-Council revenue.



**AO018-21 COMMUNICATIONS JOURNAL - PETITION - TRAFFIC IN
SWANSTON STREET, BROOKLYN**

FILE NO: 2/17/3; 15/5/3

PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	1	AN ATTRACTIVE PLACE TO LIVE, WORK AND PLAY
Objective	1.5	A vibrant and progressive central business district.
Strategy	1.5.2	Achieve a visitor-friendly CBD through improved connectivity, navigational aids and infrastructure supports.

1.0 RECOMMENDATION:*“THAT Council:*

- 1) Receive the informal petition containing 23 signatures lodged by Jutta Franz requesting a solution to improve the safety of Swanston Street, Burnie; and**
- 2) Write to Jutta Franz to advise Council’s response in accordance with this report.”**

2.0 SUMMARY

A petition has been lodged with the General Manager by Jutta Franz, tabling 23 names and signatures regarding a solution to improve the safety of Swanston Street.

3.0 GENERAL MANAGER’S COMMENTS**Legislative Requirements**

Under the *Local Government Act 1993*, a petition may be tabled with Council in accordance with the prescribed provisions (sections 57-50).

The petition was received by the General Manager on 17 December 2020.

The petition does not fully comply with s57 of the *Local Government Act 1993* in that it does not include a statement of the number of signatures required by s57(2)(d) and does not provide a statement required by s57(2)(a).

The lodger of the petition has provided supporting correspondence in relation to the subject matter.

The General Manager has advised the lodger of the petition in writing that the petition will be considered as correspondence at the next ordinary meeting of Council, being Wednesday, 27 January 2021.

Discussion

The petition notes residents' concern with behaviour (travel speed and poor care and attention) of some motorists who use Swanston Street and seeks that Council intervenes to address the concerns.

Swanston Street is a residential street that services the access needs of some 42 properties.

The petition lodged has 23 signatures, with 20 property addresses. Of the 20 property addresses, five are not located in Swanston Street. Some 35% of Swanston Street properties are represented.

The southern end of the street is a "no through road", where pedestrian access to the Romaine Reserve is provided. There is no dedicated parking at the southern end of the street to encourage visitors to the Romaine Reserve to access via Swanston Street. Refer to the plan **attached**.

The general urban speed limit of 50km/hr applies to this street and the nature of Swanston Street is generally consistent with the majority of the urban road network in the residential sections of the city.

While a 50km/hr speed limit applies, it is the responsibility of motorist to drive according to the road conditions and consider abutting use and development.

On face value there is not an obvious reason why there would be a significant volume of non-residential traffic using Swanston Street, as it does not provide direct access to public facilities or form a short-cut or alternate route of note. As such, the behaviour of concern is most likely associated with residents of Swanston Street.

In the main, the concerns relate to vehicle speeds and in officers' experience, in such residential settings, the issue is generally isolated to a number of individuals who chose to speed, and in some instances speeding concerns can be more of a perception than a reality.

The petitioners have suggested a number of interventions to address their concerns, many of which would not be appropriate or consistent with the residential setting and the operation of the broader urban road network or would hamper the effective operation of the street and impact on the activities of residents.

To enable an objective assessment of the concerns to occur, data is required to be obtained and such data would assist in assessing possible mitigation actions, if deemed necessary.

Officers propose to undertake the following actions:

- Engage with Tasmania Police in regard to the residents' concerns with vehicle speeds, seeking history on previous concerns and discuss opportunities to monitor the situation.
- Undertake a speed study to understand the current patterns of use and assess the merits of mitigation actions, should the data indicate a pattern of motorists driving in excess of the speed limit.
- A further report to Council on the outcome of the assessment.

ATTACHMENTS

1. [Petition - Swanston Street, Burnie](#)
2. [Location Plan - Swanston Street, Burnie](#)

COUNCIL RESOLUTION

Resolution number: MO024-21

MOVED: Cr A Keygan

SECONDED: Cr G Simpson

“THAT Council:

- 1) **Receive the informal petition containing 23 signatures lodged by Jutta Franz requesting a solution to improve the safety of Swanston Street, Burnie; and**
- 2) **Write to Jutta Franz to advise Council's response in accordance with this report.”**

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

Against:

CARRIED UNANIMOUSLY

Jutta Franz
20 Swanston Street
Brooklyn TAS 7320
Ph. [REDACTED]
Email [REDACTED]

RECEIVED
17 DEC 2020

BURNIE CITY COUNCIL

To
General Manager Simon Overland
Burnie City Council
P.O. Box 973
Burnie TAS 7320

Traffic in Swanston Street – Petition

Dear Mr. Overland

I am representing the community of Swanston Street. We are currently looking for some solution to make Swanston Street (The street leading to Romaine Nature Reserve) a more secure place for children, pets, birds and native animals.

The petition for speed bumps was drafted beginning September by my son and me and involved a lot of talking to most of the residents in the road.

Issues I learned about were:

- Dead pets
- Children not being allowed outside
- Family unloading their child in neighbours' carpark because road is too dangerous to open car door
- Cars revving up the road in the middle of the night
- Large number of dead ducks coming from Romaine Reserve
- Native animals getting killed regularly

Our family dog got hit in August although he was close to my side and apparently there was enough time to stop (statement of a neighbour). Since this happened, I keep observing traffic going past our place and realised that most of the residents drive very carefully and slow down in corners. I had the impression that people got more careful since I talked to them, even slowing down before the bends. But since the birds in the road try to look after their young ones, we had an endless amount of close calls and again dead animals on the road. At certain times certain cars just come buzzing through at a comfortable 50 kmh which is just too quick for the situation.

Ideas of some residents were:

- Speed bumps
- Slower speed limit
- One-way road

- Closing road at Collins Street end
- Wildlife signs and animal/children crossings
- Residents or pedestrian only area

There seems to be an endless number of ideas and complains. It is not my turn to decide which solution works best, but I believe it would be a great project for the coming year to make this place a bit more secure.

Would you like to help?

Thanks for your consideration.

Kind regards

Jutta Franz



Petition

To whom it may concern,

In light of current events in the suburb of Brooklyn, I would like to draw attention to the danger created by drivers speeding in Swanston Street. This is why residents are supporting for installation of speed humps and a lower speed limit in Swanston Street, Brooklyn.

Already a narrow road, cars on either side create a difficult environment in which drivers must proceed slowly in order to stay safe. Swanston Street is a private road in a beautiful area, leading to Romaine Nature Reserve. This street has long been regarded as a safe area for families to care for their children and pets.

Residents of this area appreciate the quiet environment and the abundance of wildlife. Unfortunately, non-residents seem to underestimate the how narrow the street is, and how difficult it can be to follow the curves in the road. This generally results in said non-residents being unable to anticipate unexpected obstacles, as they are going too fast and are unable to see ahead. This is a danger to residents, property and both domestic and native animals. Over the last two weeks for instance, a pet dog has been hit by a car, and a kitten has been killed by another.

When considered alongside dead wallabies, plovers and native hens regularly lining the road, this issue is unsightly, dangerous and frankly, disgusting.

It is extremely upsetting to watch people rolling over a dog at continuous speed without looking up or even attempting to stop.

It is also extremely upsetting to sit out on the road with a crying neighbour whose cat got hit at bright daylight.

And watching the wildlife at dusk in your garden and picking it up dead on the following morning is not what should happen in a road leading to a nature reserve.

The uncomfortably consistent amount of wildlife and domestic animals that have been hit by cars over the past few years is indicative of the danger to young children. These incidents are solely due to the fact that drivers refuse to adhere to road conditions, not slowing down and refusing to drive with care.

The neighbourhood is now petitioning for installation of speed humps and a lowering of the speed limit, enforced by signage. By slowing traffic to 20km/h, especially in mornings and evenings, when the road is most used by residents coming to and from work and when children are at home, the safety of the neighbourhood will be ensured. Rural native Tasmanian wildlife deserves protection from unsafe drivers, and a sanctuary for humans and animals, such as Swanston Street, should offer this protection.

Without maintaining a slow and consistently safe speed, it is increasingly difficult to see obstacles, dangers and people ahead. This makes it problematic to avoid animals, people and oncoming traffic. Several residents have been traumatised by the sight of pets being killed in front of them by reckless drivers, and the certainty that a child will be hit by a car grows with every day that passes.

Residents should not have to drag dead animals off the side of the road, watch their pets suffer and die in front of them, or have to worry that their children or parked cars may be damaged by a driver

not adapting to road conditions. This is frankly a disgrace and rules should be enforced in order to maintain a degree of safety for residents, animals and property. Over the last three weeks, at least 4 animals have been hit, 2 of which were/are domestic pets.

Unsafe drivers are an imminent danger to residents, property, animals and the general wellbeing of the Brooklyn area. This issue needs immediate attention, and many residents of Swanston Street agree that forcing drivers to slow down to a reasonable speed, with speed humps and street signs similar to those in Queen Street, would greatly increase general safety in the neighbourhood.

Thank you for your consideration

Yours faithfully,

The community of Swanston Street

Name	Address	Signature
Hollie Skene	21 Swanston st	Hollie Skene
	9 Kingsley ...	Wang
	9 Kingsley ...	Esther
	Collins St	RJD
Sean Ford	20 Swanston St	
Donna Myersgaard	316 Collins St	D. Myersgaard
Wendy Gleeson	16 Swanston St Brooklyn	Wendy Gleeson
Kaylah Ritch	39 Swanston St	
Kenny Mcrostie	28 Jacobs St	
Linda Munday	31 Swanston St	Linda Munday
ARIEL PASCOE	33 SWANSTON ST	
Kierra Wood	14 Swanston St	
Ebony Dobson	8 Swanston St	
John Cameron	8 Swanston St	
Mary Stokes	44 SWANSTON ST	M. Stokes
Lisa Gardenerough	163 Old Surrey Rd	Lisa Gardenerough
Travis Ford-Franz	20 Swanston St, Brooklyn	Travis
Julie Harington	50 Swanston	J Harington



SWANSTON STREET LOCATION PLAN

AO019-21 COMMUNICATIONS JOURNAL - BURNIE VICTORIA LEAGUE FOR COMMONWEALTH FRIENDSHIP IN TASMANIA - APPLICATION FOR RECOGNITION OF SERVICE (COMMUNITY ORGANISATIONS)

FILE NO: 2/17/3; 2/16/2; 21/17652
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	1	AN ATTRACTIVE PLACE TO LIVE, WORK AND PLAY
Objective	1.2	A community that celebrates and participates in its arts, culture and heritage.
Strategy	1.2.4	Support civic events within the community.

1.0 RECOMMENDATION:

“THAT Council support the request for the provision and installation of a commemorative plaque to mark 100 years of service by the Victoria League and notes the plaque to be installed in Oakleigh Park.”

2.0 SUMMARY

Burnie Victoria League for Commonwealth Friendship in Tasmania are celebrating 100 years of operation and have submitted a request for recognition of service, as outlined in Council’s Community Recognition Policy – Organisations.

3.0 GENERAL MANAGER’S COMMENTS

The Victoria League has had an active role in the Burnie Community, undertaking a range of activities consistent with the purposes of the League. Members of the League have an active role in the Burnie Australia Day Committee.

The Burnie City Council Community Recognition Policy – Organisations policy provides guidance for consistency in the way Council recognises the achievements of a wide variety of organisations within Burnie and provides an avenue for organisations to apply for recognition upon reaching significant milestones of service and operation.

Burnie Victoria League for Commonwealth Friendship in Tasmania have reached the milestone of 100 years of operation within the community.

For this milestone, the policy provides for the provision of a gift plaque presented by the Mayor and supply of pre-dinner drinks at the organisation’s celebratory event. The League has instead requested the installation of a commemorative plaque as a public recognition of their contribution to the community over 100 years.

The Victoria League will be holding their celebrations in March 2021 and it is suggested that the Mayor present the plaque at their celebratory luncheon prior to being installed.

The League have provide details of the desired plaque and text and have sought a local quotation. Three locations were suggested for installation being Burnie Park near the Cenotaph, Hilder Parade and Oakleigh Park.

Officers are supportive of the nature of the proposed plaque and suggest that Oakleigh Park would be the preferred and most appropriate location, noting a number of other plaques have been installed in the park in the past.

There is a planned upgrade to the park fountain and environs and installation of the plaque can be included as part of this work.

ATTACHMENTS

1. [Burnie Victoria League for Commonwealth Friendship Inc - Application for Recognition of Service - March 2021](#)

COUNCIL RESOLUTION

Resolution number: MO025-21

MOVED: Cr K Dorsey

SECONDED: Cr D Pease

“THAT Council support the request for the provision and installation of a commemorative plaque to mark 100 years of service by the Victoria League and notes the plaque to be installed in Oakleigh Park.”

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	Application for Recognition of Service (Community Organisation)	Document Code: FO-CBS-SG-015 Version: 1.1 Approved Date: 22 May 2017	Burnie City Council PO Box 973, Burnie TAS 7320 P 03 6430 5700 F 03 6431 3896 E burnie@burnie.net
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APPLICATION FOR RECOGNITION OF SERVICE (Community Organisation)

This form accompanies Council's Community Recognition Policy – Organisations (CP-CBS-SG-042).

Your Organisation		
Name of Organisation:	BURNIE VICTORIAN FERGUS FRIENDSHIP IN TASMANIA FOR COMMUNITYWELFARE	
Address of Organisation:	5 HARRISON STREET, BURNIE 7320	
ABN or Incorporation No:		
Contact Person Details: (Certificates will be mailed to this contact)		
Name:	ELIZABETH SINGLETON	
Address:	[REDACTED]	
Phone Number:	[REDACTED]	
Email:	[REDACTED]	
Milestone for Recognition		
Which milestone or achievement are you celebrating? <small>(Please refer to Council's Community Recognition Policy – Organisations for information on what is available for each milestone)</small>	<input type="radio"/> 25 years of operation <input type="radio"/> 50 years of operation <input type="radio"/> 75 years of operation <input checked="" type="radio"/> 100 years of operation <input type="radio"/> Other: _____ years of operation <input type="checkbox"/> Other achievement (brief description – or please use a further attachment if needed): SEE ATTACHED	How is your year of commencement determined? (eg since incorporation) FIRST MEETING 1920.
Celebration Event		
Date and time of Celebration Event:	FRIDAY 12 TH MARCH, 2021	
Description of Event:	COMMONWEALTH DAY LUNCHEON - AND CELEBRATING 100 YEARS	
Representation from the Mayor:	If you are celebrating 25, 50, 75 or 100 years, would you like to request the attendance of the Mayor or his/her representative to present your plaque? <input checked="" type="radio"/> Yes <input type="radio"/> No (If yes, we will contact you for arrangements)	

Applications for recognition must be sent with at least 21 days notice prior to any celebration event (or 6 weeks for 100 year milestones).

Submit online below or mail to Governance Officer, Burnie City Council, PO Box 973, Burnie 7320

Office Use Only
2/16/8 - to Governance Officer

Submit Form

Privacy Statement

1. Council is committed to upholding your right to privacy.
2. Personal information collected by Burnie City Council is used in the provision of services.
3. Information collected will be retained confidentially and disposed of in accordance with requirements of the Personal Information Protection Act 2004.
4. You have the right to access your own personal information on request.

Page 1 of 1

BURNIE VICTORIA LEAGUE FOR COMMONWEALTH FRIENDSHIP INC.

President Carmel White

Secretary: Elizabeth Singleton

11th January 2021

Dear Karen Kelly,

'RE: COMMUNITY RECOGNITION'

Quote obtained from Harvey Jones, 154 Wilson Street, Burnie. Telephone contact: 0418136756,
Re: 'Commemorative Plaque' for Burnie Victoria League for Commonwealth Friendship in
Tasmania.

Inscription: Burnie Victoria League for Commonwealth Friendship
Recognising 100 Years
of
Continuous Service
to the
Burnie Community


White Stainless Steel 280mm x 380mm \$650.00 Approx.

Choices for installation

1. Burnie Park near Cenotaph
2. Hilder Parade
3. Oakleigh Park

Yours sincerely,

Elizabeth Singleton



MINUTES AND REPORTS OF COMMITTEES**AO020-21 BURNIE AUSTRALIA DAY SPECIAL COMMITTEE CONFIRMED
MINUTES OF MEETING HELD ON 9 NOVEMBER 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 9 November 2020 be received for discussion.”

SUMMARY

At its meeting on 9 November 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:-

- Burnie Brass Band and Royal Australian Navy Band Tasmania attendance.
- Branding Grant application and budget.
- Guest Speaker.
- Status of nominations received.
- Australia Day Award – Honour Boards.

It is recommended that the minutes be received for discussion.

ATTACHMENTS

- 1 [↓](#). Burnie Australia Day Special Committee - Minutes of Meeting held on 9 November 2020

COUNCIL RESOLUTION

Resolution number: MO026-21

MOVED: *Cr K Dorsey*


SECONDED: *Cr T Brumby*

“THAT the Confirmed Minutes of the meeting of the Burnie Australia Day Special Committee held on 9 November 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>MINUTES BURNIE AUSTRALIA DAY SPECIAL COMMITTEE</p> <p>Meeting held in the Councillor's Meeting Room, Burnie City Council Offices</p> <p>Monday, 9 November 2020</p>
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TIME	2.00pm
PRESENT	Councillor Ken Dorsey (Chairman), M Leeson, M Harris, E Singleton, C White, T Aitken Burnie City Council Staff: K Kelly
APOLOGIES	R Bentley

BUSINESS ARISING

<p>1. DECLARATION OF INTEREST</p> <ul style="list-style-type: none"> • Tabling of any Declarations of Interest NIL
<p>2. CONFIRMATION OF MINUTES</p> <ul style="list-style-type: none"> • Confirmation of Minutes of the meeting held on 5 October 2020 <i>"That the minutes of the Burnie Australia Day Special Committee Meeting held on Monday, 5 October 2020, be confirmed as true and correct."</i> Moved: E Singleton Seconded: M Leeson Result: Carried unanimously
<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 (Ongoing) • Relocation of the Honour Boards to the Chamber foyer (Underway) <ul style="list-style-type: none"> - Committee agreed to implement a new honour board to facilitate the new awards of Senior Citizen of the Year and Lifetime Recognition Award.

- Investigate option of Grant Funding to accommodate request for Australian music for the Burnie Band and source listing of possible options from the band
 - Submission underway – Grants on offer for COVID-free events (\$20k) and advertising (\$1k) **(Cr K Dorsey/K Kelly)**
- Investigate option/interest of a combined event with Waratah Wynyard Council
 - Chairman has spoken to WWC who have confirmed there is no interest in combining. WWC working with CHC on Australia Day event. **(Complete)**
- Promotion of nominations to commence with adverts in The Advocate and correspondence and nomination forms to community groups. **(Complete)**
- Commence order for 4 awards based on same design as 2020 awards. **(Underway)**
- Victoria League banner requires repair – discussed with Print Domain. **(Underway)**

Print Domain have confirmed it would be better value to purchase a new banner than have the older one repaired. Victoria League would like to include the logo on new banner. Proof to be provided to Victoria League prior to finalising.

T Aitken moved a motion for the purchase of a new banner up to the value of \$500 be purchased locally. Motion Seconded by E Singleton and accepted by the committee.

4. CHAIRMAN'S COMMUNICATION

- Navy Band completed application form. Navy Band have accepted and will be performing at the ceremony.
- Chairman has spoken with R Bentley regarding the involvement of the Burnie Brass Band in the Australia Day ceremony. The committee discussed the tradition of having the Brass Band involved in the ceremony and confirmed they would like them to take part. Chairman to follow up with R Bentley and extend an invitation for the band to attend and perform if they wished to.
- Burnie Brass Band have made a request for assistance towards the purchase of "Australiana" music. Committee agreed to request a list of music to be purchased and a quote for the cost from R Bentley, for review and approval.

5. BUDGET

- Update on budget status as at 9 November 2020.
Of the \$12k budget, nil expenses to date.
- Discussed Grant Submission including the grant for COVID-free events (\$20k) and advertising (\$1k)
 - Agreed to apply for the Branding Grant, however the COVID-free event grant not appropriate in this circumstance.

6. AUSTRALIA DAY CEREMONY 2021

- Guest Speaker – no responses received as yet from the Ambassador Program. Discussed alternative options if Committee's preference is not available.
- Discussed nominations received to date.

7. OTHER BUSINESS

- Lifetime Recognition Awards – discussion on awards and display boards.
Committee previously agreed to implement a new honour board to facilitate the new awards of Senior Citizen of the Year and Lifetime Recognition Award, however discussed the recognition award and agree this was not a recognised Australia Day award and is awarded under special circumstances only.

M Leeson moved a motion 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. Motion Seconded by M Harris and accepted by the committee.

NEXT MEETING **Monday, 7 December 2020 at 3.00pm**

MEETING CLOSED **3.05pm**

MINUTES AND REPORTS OF COMMITTEES**AO021-21 UPPER NATONE RESERVE SPECIAL COMMITTEE UNCONFIRMED
MINUTES OF MEETING HELD ON 30 NOVEMBER 2020**FILE NO: 2/5/16; 3383617

RECOMMENDATION:

“THAT the unconfirmed Minutes of Meeting of the Upper Natone Reserve Special Committee held on 30 November 2020, be received for discussion.”

SUMMARY

The Minutes report on the activities of the special committee.

A Bushfire mitigation plan for the reserve has been prepared and comments sought from the Committee. While no specific comment was provided in regard to the plan content, assistance was requested to aid the Committee in implementing some of the plan requirements. Council will progress some tree removal works adjacent to structures and progress grass slashing works. The Committee will take carriage of other activities.

Ongoing concern with damage to the reserve was noted. Officers have been liaising with Tasmania Police and investigations are progressing in regard to the most recent damage.

The concerns of the Committee in terms of Police response have been discussed with Tasmania Police.

Further advice was sought in regard to the relocation of the boiler project noted.

ATTACHMENTS

- 1↓. [Upper Natone Reserve Special Committee Meeting - Unconfirmed Minutes from 30 November 2020](#)

COUNCIL RESOLUTION

Resolution number: MO027-21

MOVED: *Cr K Dorsey*

SECONDED: *Cr T Bulle*

“THAT the unconfirmed Minutes of Meeting of the Upper Natone Reserve Special Committee held on 30 November 2020, be received for discussion.”

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

Against:

CARRIED UNANIMOUSLY

*Minutes of the Upper Natone Reserve Special Committee
30th November 2020*

In the absence of Fiona Tustian, Heather Ross took the Chair

Meeting opened 732pm

Attendance: Phil Tustian (Secretary) Ivan Caston, Dianne Cripps, Garry Watts, Heather Ross, Jessica & Willow Reynolds, Lachlan Girschik & Richard Franks.

Apologies: Gary Neil & Ken Dorsey (BCC) & Fiona Tustian

Declaration of Interest – Nil Declarations

Minutes of previous Meeting (12th October 2020) were read by the A/Chairman

Moved Dianne Cripps & seconded by Gary Watts the Minutes be accepted as read. **Carried**

Business arising:

1. A “thank you” card & letter was forwarded to Arthur Bryan who phoned the Secretary with his thanks.
2. Wayne Bramich postponed the scheduled work over the bridge, hopefully to be re-scheduled
3. The Weed Control Officer at the Burnie City Council advised the “bussies” were a native plant and as such it was inappropriate to spray at the Reserve.
4. Brochures provided to Gary Watts for the Makers Workshop.
5. Toilet door (closing spring) provided & installed by Ivan, at no cost to the Committee.

Correspondence: (Inwards) 19/10 Pat Troughton (BCC) Reserve Damage

23/10 Pat Troughton Reserve damage costed as \$1500 & police requested
To take action

24/11 Gary Neil (BCC) Hooning at Reserve

25/22 Gary Neil Bushfire Mitigation Plan

(Outwards) email (phone) Notice of Meeting 30/11/2020

Minutes of Meeting 12/10/2020

23/11 to Gary Neil ref Hooning at Reserve

Treasurer’s Report

No change \$2000 remaining

General Business

1. Richard Franks suggested that logs be placed across some of the prevalent illegal access tracks to prevent motor cycles/vehicles unlawful activity – agreed by the Meeting
2. Bushfire Mitigation Plan as received from Gary Neil was discussed at length. It was agreed the initial work required was beyond the resources of the Committee & that the BCC (Slashing Contractor) should be asked to provide an initial “clean up” to be followed up with “Working Bees”. An initial “working bee” arranged for next Saturday (5th December) to clear around buildings as per the Fire Mitigation Plan. Query as to what constituted an Access Road as to whether or not that was Blythe Road, or if the dirt/gravel roadways were included. Gary Neil be asked for a determination.

3. Motion: moved Heather seconded Dianne that Gary Neil be requested on behalf of the BCC make a complaint to police of the general lack of police action to reports made by the Upper Natone Reserve Special Committee in relation to hooning, vandalism, & other inappropriate behaviour, including failure to attend reported complaints. **Carried**
4. A suggestion made that the old boiler tank from the sawmill be excavated from the ground and put on display. Resolved that Gary Neil be asked for directions as to this proposal.
5. A suggestion that a wooden addition to the toilet to prevent water blowing in under and around the metal security locker inside. The “working bee” to complete.

Next Meeting Monday 8th February 2021, 730pm Natone School

Meeting Closed 8.38pm

MINUTES AND REPORTS OF COMMITTEES**AO022-21 WESTERN EMERGENCY MANAGEMENT COMMITTEE
UNCONFIRMED MINUTES OF MEETING HELD ON 29 OCTOBER
2020**FILE NO: 2/5/39

RECOMMENDATION:

“THAT the unconfirmed Minutes of Meeting of the Western Emergency Management Committee held on 29 October 2020 be received for discussion.”

SUMMARY

The Western Emergency Management Committee (WEMC) met on 29 October 2020 at the Burnie City Council Offices.

The meeting was chaired by Cr Celisa Edwards, a Councillor at the Waratah Wynyard Council. Cr Edwards is the chair for the next two (2) years.

Attendance numbers at the meeting continue to be impacted by COVID 19 and various organisations limitations on attending physical meetings.

Various reports were provided to the meeting including a briefing on the fire season ahead.

A revised Terms of Reference for the committee were presented for consideration and endorsed.

While the majority of the meeting was COVID 19 focussed, as the demands on members time reduces with the current stable situation, attention can be put to other EM tasks.

In that regard discussion occurred regarding the risk register and developing an action plan. It was noted by SES staff that a revised risk assessment process is currently being developed and will be rolled out in 2021.

ATTACHMENTS

1. [Unconfirmed Minutes of the Western Emergency Management Committee Meeting held on 29 October 2020](#)

COUNCIL RESOLUTION

Resolution number: MO028-21

MOVED: *Cr T Bulle*

SECONDED: *Cr D Pease*

“THAT the unconfirmed Minutes of Meeting of the Western Emergency Management Committee held on 29 October 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



Western Emergency Management Committee

Meeting Minutes

Meeting Held: Thursday 29 October 2020 10.00 am
Venue: Burnie City Council
Chairperson: Cr Celisa Edwards

- 1 Introduction & Welcome** Mayor Daryl Quilliam
- Present**
- | | |
|---------------------------|--|
| Cr Celisa Edwards (Chair) | Councillor Waratah-Wynyard Council – WEMC Chair |
| Mayor Daryl Quilliam | Mayor Circular Head Council |
| Gary Neil | MEMC - BCC |
| Michael Foster | DMEMC - BCC |
| Richard Muir-Wilson | MEMC/Social Recovery Coordinator - WWC |
| Matthew Jamieson | DMEMC - WWC |
| Kevin Maguire (via Zoom) | MEMC - CHC |
| Matthew Saward (via Zoom) | DMEMC - CHC |
| Julie Bernhagen | SES – Emergency Planner NW |
| Colin Smith | SES – Acting Regional Manager NW |
| Insp Adrian Shadbolt | Tasmania Police Inspector |
| Snr Sgt Tony Stewart | Tasmania Police (Burnie) |
| Tony Wood | Tasmania Fire Service Acting District Officer Arthur |
- 2 Apologies/Absent**
- | | |
|---------------------------|--|
| Commander Debbie Williams | Commander Tasmania Police & Regional Controller NWREMC |
| Cr Themba Bulle | Mayor/Alderman- Burnie City Council |
| Tracey Bradley | DMEMC - WWC |
| Josh Fraser | WWC |
| Chantelle French | Social Recovery Coordinator - WW |
| Rodney Greene | Social Recovery Coordinator - BCC |
| Allison Daley | Social Recovery Coordinator - BCC |
| Deb Mainwaring | Social Recovery Coordinator - CHC |
| Lisa Allison | THS NW |
| Wayne Richards | Regional Manager NW - SES |
| Craig Downing | Ambulance Tasmania |
| Sgt Lee-Anne Walters | Tasmania Police Sergeant (Smithton) |
| Sgt Craig Harvey | Tasmania Police Sergeant (Wynyard) |
| Anna Flower | Tasmanian Ports Corporation |
| Derek van der Heide | Tas Rail |

- Red Cross
 -
 - Tasrail
 -
 - Biosecurity Tasmania
 -
 - Tas Water
 -
 - DPAC
 -
- 6.2 Regional Social Recovery Update – Lisa Allison**
- No Report
- 6.3 Western FMAC**
- No Report
- 6.4 Municipal Coordinator Reports**
- 6.4.1 Burnie City Council – Gary Neil**
- Covid-Safe Plans in place for all Council facilities and operations
 - Covid controls for events and public spaces still in place
 - Annual fire hazard reduction and roadside slashing program to commence in late November
- 6.4.2 Circular Head Council – Kevin Maguire**
- Nothing notable - Business as usual
- 6.4.3 Waratah-Wynyard Council – Richard Muir-Wilson**
- Bridge replacement works in progress
 - CHC & WWC Successful with STAND Funding for NBN satellite capabilities to assist with emergency communications
 - Fire hazard reduction to commence soon with focus on Waratah area
- 6.5 Municipal Recovery Coordinator Reports**
- 6.5.1 Burnie City Council**
- No report
- 6.5.2 Circular Head Council**
- No report
- 6.5.3 Waratah-Wynyard Council**
- No report
- 6.6 Agency Reports**
- 6.6.1 Tasmania Police – Insp Adrian Shadbolt**
- Continuing internal/external Covid 19 compliance – planning, guidance, enforcement
- 6.6.2 Tasmania Fire Service – Tony Wood**
- Bushfire season preparations underway
 - La Nina weather pattern is producing a wetter spring following a drier winter to restore soil moisture levels
 - Rain expected to continue into February with a late summer which will delay normal fire and permit seasons (estimated December 2020)
 - Fire outlook in South East Australia is “normal” but with an increased likelihood of lightning strike induced fires
 - Resource-to-risk analysis is completed and business planning for brigades has commenced. Mawbanna and Calder brigades are being decommissioned.
- 6.6.3 Ambulance Tasmania – Craig Downing**

- Not in attendance - No report
 - 6.6.4 Tasmania Health Service North West – Lisa Allison**
 - Not in attendance - No report
 - 6.6.5 State Emergency Service**
 - Emergency Planner (Julie Bernhagen) Report attached
 - RECC is still functioning in a reduced capacity and meeting weekly.
 - RECC is reviewing preparedness and other plans including Covid-Safe Evacuation Management Plans.
 - Adhoc NWREMC meetings were held during Covid as required.
 - All MEMC's and DMEMC's have been added to invitation lists for upcoming State Planning Network Discussion Exercises.
 - Sue Gordon (Telstra) has assessed 3G/4G/5G network coverage for all nominate evacuation centres – information to be added to COP.
 - Daryl Quilliam noted that there was Covid information overload and it was hard to identify new information and priorities and there were multiple sources of information.
 - Julie Bernhagen is working with LGAT to streamline information and remove duplication/confusion. Focus is on single reliable official source and building closer LGAT working relationship in the EM space.
 - General discussion around encouraging Social Recovery Coordinators to attend WEMC meetings going forward. Desktop exercise planned for December to include EM and Social Recovery Coordinators
 - Gary Neil asked how the Covid-19 Response debrief will be distributed/communicated to stakeholders
 - Daryl Quilliam sought advice on Emplanning requirements for Covid-safe Christmas Parade – referred to Events Tasmania and Worksafe Tasmania guidance material
 - Acting Regional Manager NW (Colin Smith) report attached
- 7 Committee Plans & Associated Documents**
- 7.1 Western Emergency Management Plan (Due for review June 2019)**
- Still waiting for official sign-off
 - NWREMP is currently being reviewed
- 7.2 WEMC Risk Register – Michael Foster**
- Once endorsed the Risk Register is to be made available on WebEOC.
- 8 Emergency Management Programs**
- 8.1 Funding Opportunities (if any) - Nil**
- NDRRGP funding round has closed
- 9 Training/Workshop Opportunities/Reports (reports on future & past attendances)**
- 9.1 WebEOC Training**
- Training is available through Julie Bernhagen
 - TasEMT (Tasmanian Emergency Management Training) is available online (SES website – Emergency Management page) and consists of 7 modules
 - Emergency Management Workshops planned for 10 & 12 November in Burnie and Devonport
- 10 WEMC Terms of Reference**
- 10.1** Discussed at May Executive Meeting. Draft presented to committee. No issues raised. To be finalised.

- 11 Appointment of Executive Officer**
11.1 Gary Neil to remain as Acting Executive Officer for the interim until resolved
- 12 Risk Assessment and Committee Work Plan**
12.1 Executive members to review Risk Register and develop action plan based on identified high priority areas.
- 13 Tasmanian Municipal Emergency Management Guidelines**
13.1 Tasmanian Municipal Emergency Management Guidelines to be reviewed by Executive and work plans established
- 14 Presentations**
14.1 Julie Bernhagen (SES) – The Second Wave
14.2 Colin Smith – SES Unit Updates
- 15 General Business**
Cam River Bridge replacement – Gary Neil provided summary of State Government project to construct new bridge designed for improved safety and greater flood and impact resilience
15.1
15.2 Discussion around merits of second deputy municipal EM coordinators in Councils as per WWC’s model
15.3 Evacuation Centre Covid planning discussed
15.4 Discussion around RECC need for admin staff and Council obligations to provide MEMC or DMEMC to assist when stood up and operational impacts on councils losing those key staff
15.5 Council’s should routinely review and update resource/contact lists for use in emergencies
- 16 Next Meeting**
18 February 2021 at Waratah-Wynyard Council
- Forward Meeting Dates – Held quarterly on third Thursday**
May 2021 Circular Head Council
August 2021 Burnie City Council
- Meeting Closed:** 11:20 am

Gary Neil
Interim Executive Officer

Open Actions

No.	Description	Owner	Date Assigned	Status	Date Closed
5	Letter to be forwarded to appropriate agency regarding ABC radio interference	Julie Bernhagen	24/11/16	<p>Completed 13.02.17 – acknowledgements received.</p> <p>18.05.17: Ongoing matter – Minister considering further information from Commander.</p> <p>17.08.17: Circular Head Council continuing to follow up matter.</p> <p>16.08.18: In discussions with Gary Baxter (ABC) re Lileah station.</p> <p>15.11.18 Letter received from ABC advising of changes to Lileah broadcast.</p> <p>To review during summer conditions.</p> <p>21.02.19 Julie Bernhagen & Wayne Richards to liaise to address this issue.</p> <p>15.08.19 CHC now liaising with LGAT.</p>	
20	EM Coordinators to develop combined Risk Register to bring to WEMC	EM Coordinators	17/08/17	<p>17.08.07 EM Coordinators/Deputies present met following WEMC meeting. BCC & WWC to format current registers to new style and forward to Julie Bernhagen to collate. Julie forwarded CHC register and blank register to BCC & WWC.</p> <p>16.11.17 Michael Foster to collate registers. MEMCs to meet and finalise register which will be brought to next meeting.</p> <p>12.08.18 Met to combine risk registers – further analysis required.</p> <p>15.11.18 Ongoing. Coordinators to meet to continue development.</p>	

No.	Description	Owner	Date Assigned	Status	Date Closed
23	Determine if there is appetite for TasRail to attend WEMC meetings.	?????	16/11/17	29/10/20 Risk Register to be added to WEMC documents on WeBEOC. Julie Bernhagen contacted Shannon Cox who was to attend meetings. Advised 08.08.18 he has left organisation. 15.08.19 TasRail advised will have a representative for future meetings.	
24	Determine if there is a TasPorts representative in the north west who may be able to attend WEMC meetings.	Julie Bernhagen	16/11/17	15.11.18 Anna Flower from TasPorts advise a person has been appointed to work in Emergency Coordinator role and should attend meetings commencing 2019.	
28	Work plan on Risk Register to become an Agenda item.	Committee	21/02/19		
31	Bass Hwy/Cam River Bridge transport study and associated federal election funding pledges – update at next WEMC meeting	Gary Neil	16/05/19	Gary Neil provided update on Cam River Bridge replacement.	29/10/20
32	WEMC Executive Officer to write to West Coast Council with an invitation to join the WEMC	Gary Neil	29/10/20		
33	Municipal Emergency Management Guidelines review work – work plan for the committee	Gary Neil	29/10/2020		

AO023-21 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.

COUNCIL RESOLUTION

MOVED: Cr K Dorsey

SECONDED: Cr G Simpson

“That Council consider Item AO024-21 Communications Journal - Business North West - Funding For Pop Up Transportable Container, as a Non-Agenda Item.”

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

Against:

CARRIED UNANIMOUSLY

The meeting then moved to consider Item AO024-21 which was tabled at the meeting by the Mayor.

AO024-21 COMMUNICATIONS JOURNAL - BUSINESS NORTH WEST - FUNDING FOR POP UP TRANSPORTABLE CONTAINER

FILE NO: 2/17/3; 21/19379
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	1	AN ATTRACTIVE PLACE TO LIVE, WORK AND PLAY
Objective	1.1	A range of vibrant, safe and attractive community spaces.
Strategy	1.1.1	Create and maintain a range of welcoming and attractive spaces across the municipality that foster a sense of community, belonging and pride.

1.0 RECOMMENDATION:

“THAT Council officers submit an application for funding toward a multi-purpose transportable container.”

2.0 SUMMARY

The attached correspondence was tabled by the Mayor at the meeting for the purpose of considering a motion to apply for funding for a container.

3.0 GENERAL MANAGER’S COMMENTS

No comments provided as the information was tabled at the meeting.

ATTACHMENTS

- 1. [WxNW Letter of Support](#)
- 2. [BNW Proposal for pop up visitor information centre](#)

COUNCIL RESOLUTION

MOVED: *Cr K Dorsey*

SECONDED: *Cr G Simpson*

“THAT Council officers submit an application for funding toward a multi-purpose transportable container.”

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



Tom Wootton
West by North West
29a Wilson St, Burnie TAS 7320
21st December 2020

To whom it may concern,

Re: Pop-Up Visitor Information Booth in Burnie

I am writing to express support for *Business North West's* proposal of a pop-up visitor information booth in Burnie. Although *West by North West* makes no suggestion as to the human resource model for such a pop-up booth, nor how it might influence the current visitor information centre; we are supportive of this innovative and versatile concept and believe it to be a positive step for contemporary visitor servicing in Burnie.

At a state-wide level, work is already underway to better understand the entire visitor journey from awareness, through research and conversion to on-ground visitor engagement. Visitor Information Centres are considered to play a primary role in that on-ground visitor engagement phase and there is a genuine opportunity for Tasmania to lead from the front in this regard.

Such creative and authentic methods of visitor engagement as those proposed here by Business North West not only align with the Tasmania brand, but also present an opportunity to reduce overhead costs of traditional bricks-and-mortar information centres. Furthermore, the ability to remain nimble and 'go where the tourists are' can only improve visitor servicing and ultimately enhance regional dispersal.

With innovative design and digital visitor experiences, this proposal has the potential to see Burnie set the blueprint for contemporary on-ground visitor engagement in Tasmania – an opportunity well worth exploring.

I reiterate my endorsement of this proposal and welcome further discussion on its activation.

Kind regards,

A handwritten signature in blue ink, appearing to read 'Tom Wootton', written over a light blue horizontal line.

Tom Wootton
CEO



29a Wilson St, Burnie TAS 7320
wxnw.com.au

1

RE: RDA Grants available - Building Better Regions Fund – Infrastructure Projects Stream – Round Five

We note a current RDA grant is available for local government to apply for, BNW proposes we apply under this grant for a tourism project involving our substantial and underrated asset- Burnie Park. We call this project “Making Visitors Welcome” or similar (**Visitor Park-Ing**)

Our proposal is three-fold.

1. The relocation and building of a new and innovative Visitor Information Centre at Burnie Park, complemented with rearranged access and parking and construction of nimble Visitor Centre as well. Using innovative building products highlighting our Makers brand and Burnie 2.0. (as per reference A of the following Map). Some existing buildings could be repurposed.
 - A semi-permanent Visitor information Centre made out of 2 x 40’ Shipping containers, linking the port, the sea and a *City of Makers* together. Many good designs are available
 - A 20’ small mobile visitor information Centre, a nimble information centre - we go where the visitors are e.g. The Waterfront, Wilson Street, Marine Terrace Carpark, Cruise Ships; see examples attached
 - Refer to attached document with design ideas and uses
2. Creation of a children’s adventure playground on the adjoining land as per reference B of the following Map, this provides a central safe place to play for kids of all ages enhancing Burnie Park and providing an added attraction for the new Visitor information centre <https://www.theadvocate.com.au/story/6774342/east-wynyard-playground-work-begins/>



3. Installation of the Burnie Walk of lights in Burnie Park incorporating the following:
 - a. Whispering trees
 - b. Walkway of Light
 - c. Sea of lights
 - d. Oldaker Falls experience

Relocate the Visitor Information Centre to Burnie Park subject to grant funding made available.

Relocation of Visitor Information Centre, traffic realignment, creation of adventure playground and enhancement of park with the *Walkway of Light*.



This reimagining and development of the current infrastructure, this project does double duty by providing enhancement to the visitor's experience as well as the local community experience. It provides a tourism focal point that makes sense, is highly visible and showcases as a first stop Burnie's key waterside and garden assets.

This proposal aligns with objectives identified in Council's public strategic goals within the Making Burnie 2030 strategic plan, Burnie City master Plan 2017, Burnie Economic development plan 2011, Burnie's open plan development strategy 2010. Within the Burnie Regional Playground consultation Report 2018 with local community it was clear there was community support for location of playground facilities in this space:

"Burnie Park It was clear during the consultation that the community have an attachment to Burnie Park and would like to see the existing facilities enhanced. The slope near the amphitheatre was mentioned frequently as being suitable for large slides. • Easily Accessible • Free Parking • Access to amenities (toilets, cafes etc) • Visually prominent space • • Space to support a playground of this type • Access to services/ infrastructure • Land Ownership (BCC)"

Our Nimble Pop-up Visitor Info Centre “We go where the tourists are”

Goal: To develop a portable Pop-up visitor information booth out of a shipping container that is easily set up and moved to various locations as required around Burnie

- Must be small and easily moveable
 - Use 20ft High Cube Container
 - Can be transported via tilt tray and or positioned via wheels see picture
 - Container easier to lockup nightly or when not in use

Pop-up visitor centre is adapted for display of brochures on the area, a series of TV displays showcasing video of the area (using touch through screen tech), free Wi-Fi and tethered iPads for people to use. Staff with Volunteers from the current centre to act as a focal point for visitors by placing it;

- at wharf in cruise ship season
- on waterfront area during summer
- in CBD streets during certain events e.g. Targa, Burnie 10 etc.

It could also be used as a on the road marketing showcase for Burnie

- Burnie Pops up at The Salamanca markets
 - Burnie pops up at the Launceston Harvest market
 - Burnie Pops up at Southbank in Melbourne
- Must be minimal operating Cost
 - Charge a small fee for displaying of brochures / video etc.
 - Maybe retail small items similar to current visitor centre
 - Sell local tours and tickets to attractions

Development;

Based on our experience of design and construction of our Coastal Pods and with a Container Builder in Burnie we believe we can develop a proposal for a reasonable sum.

20 Foot Pop up Container Centre from \$35,000

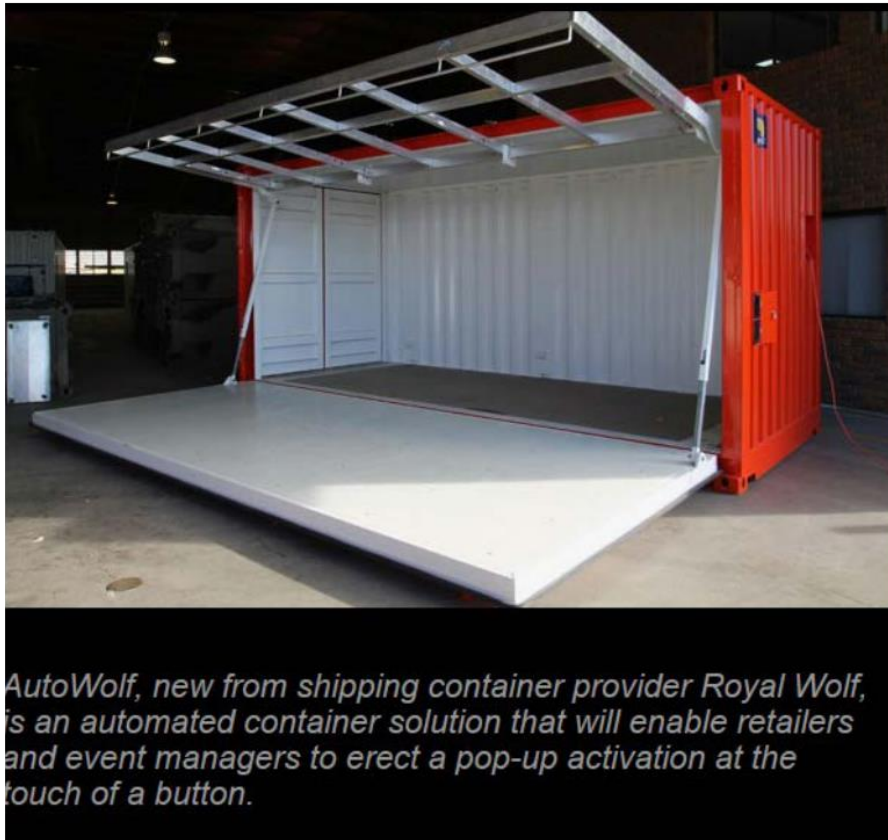
Samples











There being no further business the Mayor declared the Meeting closed at 8.08pm.

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 27 January 2021.

Confirmed:

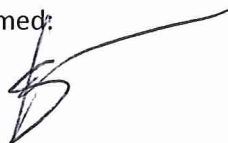


Simon Overland
GENERAL MANAGER

Date:

28 Feb 2021

Confirmed:



Steven Kons
MAYOR

Date:

25/2/21