



The City with Spirit

Notice is hereby given that a **Infrastructure Works and Development Committee** meeting of the Devonport City Council will be held in the Aberdeen Room, Level 2, paranaple centre, 137 Rooke Street, Devonport, on Monday 10 February 2020, commencing at 5:30pm.

The meeting will be open to the public at 5:30pm.

QUALIFIED PERSONS

In accordance with Section 65 of the *Local Government Act 1993*, I confirm that the reports in this agenda contain advice, information and recommendations given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.

Matthew Atkins
GENERAL MANAGER

5 February 2020

**AGENDA FOR A MEETING OF THE INFRASTRUCTURE WORKS AND DEVELOPMENT COMMITTEE
OF DEVONPORT CITY COUNCIL HELD ON MONDAY 10 FEBRUARY 2020 IN THE ABERDEEN
ROOM, LEVEL 2, paranaple centre, 137 ROOKE STREET, DEVONPORT AT 5:30PM**

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Agenda of a meeting of the Devonport City Council's **Infrastructure Works and Development Committee** to be held in the Aberdeen Room, Level 2, paranaple centre, 137 Rooke Street, Devonport on Monday 10, February 2020 commencing at 5:30pm.

PRESENT

		Present	Apology
Chairman	Cr L Perry		
	Cr G Enniss		
	Cr P Hollister		
	Cr A Jarman		
	Cr L Laycock		
	Cr L Murphy		

IN ATTENDANCE

All persons in attendance are advised that it is Council policy to record Council Meetings, in accordance with Council's Digital Recording Policy. The audio recording of this meeting will be made available to the public on Council's website for a minimum period of six months. Members of the public in attendance at the meeting who do not wish for their words to be recorded and/or published on the website, should contact a relevant Council Officer and advise of their wishes prior to the start of the meeting.

1.0 APOLOGIES

2.0 DECLARATIONS OF INTEREST

3.0 PROCEDURAL

3.1 PUBLIC QUESTION TIME

Members of the public are invited to ask questions in accordance with Council's Public Question Time Policy (Min No 153/19 refers):

1. Public participation shall take place at Council meetings in accordance with Regulation 31 of the *Local Government (meeting Procedures) Regulations 2015*.
 2. Public participation will be the first agenda item following the formal motions: Apologies, Minutes and Declarations of Interest.
 3. Questions without notice will be dependent on available time at the meeting (with a period of 30 minutes set aside at each meeting).
 4. A member of the public who wishes to ask a question at the meeting is to state their name and address prior to asking their question.
 5. A maximum of 2 questions per person are permitted.
 6. A maximum period of 3 minutes will be allowed per person.
 7. If time permits, a third question may be asked once all community members who wish to ask questions have done so. A time limit of 2 minutes will apply.
 8. Questions are to be succinct and not contain lengthy preamble.
 9. Questions do not have to be lodged prior to the meeting, however they will preferably be provided in writing.
 10. A question by any member of the public and an answer to that question are not to be debated.
 11. Questions without notice and their answers will be recorded in the minutes.
 12. The Chairperson may take a question on notice in cases where the questions raised at the meeting require further research or clarification, or where a written response is specifically requested.
 13. Protection of parliamentary privilege does not apply to local government and any statements or discussion in the Council Chambers, or any document produced, are subject to the laws of defamation.
 14. The Chairperson may refuse to accept a question. If the Chairperson refuses to accept a question, the Chairperson is to give reason for doing so in accordance with the Public Question Time Policy.
-

3.2 QUESTIONS ON NOTICE FROM COUNCILLORS

At the time of compilation of the agenda no questions on notice from Councillors were received.

4.0 TENDERS

There are no tenders to consider at this meeting.

The following table details all tenders and contracts which have been entered into by Council above \$100,000 for the 2019/2020 financial year.

Contract	Contract Period	Extension Options	\$ Value (Excluding GST)	Contractor	Min Ref/ Meeting Date
Contract CT0246-01 Supply, Delivery and Placement of Hot mix Asphalt	September 2019 - June 2020	Not Applicable	\$218,310	Hardings Hotmix Pty Ltd	138/19 Council 22/07/2019
Contract CT0246-02 Supply, Delivery and Placement of Bituminous Surfacing	September 2019 - June 2020	Not Applicable	\$364,245	Hardings Hotmix Pty Ltd	139/19 Council 22/07/2019
Contract 1335 Waterfront Park Superintendent Consultancy	September 2019 – September 2021	Not Applicable	\$9,100 per month	6ty	27/19 IWDC 12/08/2019
Contract CT0256 Roberts Court Renewal	September 2019 – November 2019	Not Applicable	\$182,221	Hardings Hotmix Pty Ltd	Awarded - Delegated Authority - 06/09/2019
Contract CB0082 Waterfront Park Construction	October 2019 – June 2021	Not Applicable	\$16,811,297	Vos Construction & Joinery Pty Ltd	190/19 Council 23/09/2019
Contract CT0252 Berrigan Road & Lyons Avenue Roadworks	October 2019 – December 2019	Not Applicable	\$294,162	ATM Civil	191/19 Council 23/09/2019
CF0026 Side Arm Garbage Truck	October 2019 – May 2020	Not Applicable	\$390,896	Webster Trucks	192/19 Council 23/09/2019
Contract CT0261 Stewart Street Renewal	January 2020 - March 2020	Not Applicable	\$261,146	Civilscape Contracting	222/19 Council 25/11/19
Contract CT0269 Winspears Road Renewal Stage 4	January 2020 - March 2020	Not Applicable	\$218,981	Walters Contracting	223/19 Council 25/11/19
Contract 1336 Waste Transfer	December 2019 - November 2022	1+1 (2 Years Total)	\$232,000	Veolia	239/19 Council 25/11/19
Contract CT0264 Victoria Street Renewal	January 2020 - March 2020	Not Applicable	\$236,873	Civilscape Contracting	240/19 Council 25/11/19
Contract CT0265 Holymann Street Renewal	December 2019 - March 2020	Not Applicable	\$368,846	Hardings Hotmix Pty Ltd	241/19 Council 25/11/19
Contract CT0267 Fenton & Stewart Street RAB	December 2019 - February 2020	Not Applicable	\$295,665	Hardings Hotmix Pty Ltd	242/19 Council 25/11/19

Contract	Contract Period	Extension Options	\$ Value (Excluding GST)	Contractor	Min Ref/ Meeting Date
Contract 1320 – Weed Control – Option Extension	July 2019 – July 2020	1+1 (2 Years Total)	\$107,180	Steeds Weeds Solution	Option approved by delegation
Contract CT0245 Bus Stop Works	January 2020 – April 2020	Not Applicable	\$368,422	CBB Contracting	258/19 Council 16/12/19
Contract CT0260 Victory Avenue Kerb Renewal	March 2020 – April 2020	Not Applicable	\$175,221	Civilscape Contracting	07/20 Council 28/01/20

5.0 INFRASTRUCTURE AND WORKS REPORTS

5.1 CRADLE COAST WASTE MANAGEMENT - ANNUAL REPORT 2018/19

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 1.4.2 Facilitate, and where appropriate, undertake improvements in waste and recycling collection, processing services and facilities

SUMMARY

The purpose of this report is to present to Council the Cradle Coast Waste Management Group (CCWMG) Annual Report for the 2018/19 Financial Year.

BACKGROUND

The CCWMG was formed in 2007 and represents seven northwest Tasmanian municipal councils participating in the voluntary waste levy including: Burnie City, Central Coast Council, Circular Head, Devonport City, Latrobe, Kentish and Waratah Wynyard and is responsible for implementing the Cradle Coast Regional Waste Management Strategy 2017-2022.

The CCWMG, is made up by a representative from each council and includes practitioners skilled in engineering, environmental health, waste management, corporate governance and general management. Council's General Manager, Matthew Atkins is a Management Representative on the group.

The group is chaired by Central Coast General Manager, Ms Sandra Ayton.

Each year the CCWMG set an annual plan and budget for the upcoming twelve months aimed at achieving the outcomes of the Regional Strategy.

The Annual Plan and Budget is funded from a voluntary levy of \$5 per tonne of waste delivered to landfills in the North West region.

This report tables the CCWMG's Annual Report for 2018/19 which outlines the progress during the year against the Annual Plan and Budget.

STATUTORY REQUIREMENTS

The CCWMG is a working group of the Cradle Coast Authority (CCA). The CCA is established as a Joint Authority under Section 30 of the *Local Government Act 1993*.

DISCUSSION

The CCWMG 2018/19 Annual Report summarises progress against planned projects with 33 of an identified 52 actions being completed or ongoing as of 30 June 2019.

Total income generated from the waste levy and other sundry income totalled \$431,404 for the 12-month period with expenditure of \$392,996, the Group ended the year with a \$46,753 surplus and a closing account balance of \$406,193.

COMMUNITY ENGAGEMENT

The CCWMG maintain a website Rethinkwaste.com.au in conjunction with other Tasmanian waste bodies as a means of engaging with the community. A number of media initiatives were also implemented during the year.

FINANCIAL IMPLICATIONS

There are no financial implications for Council as a result of this report.

RISK IMPLICATIONS

There are no notable risks to Council associated with the recommendation of this report.

CONCLUSION

The CCWMG's 2018/19 Annual Report is tabled for Council's information and noting.

ATTACHMENTS

1. CCWMG Annual Report 2018-2019

RECOMMENDATION

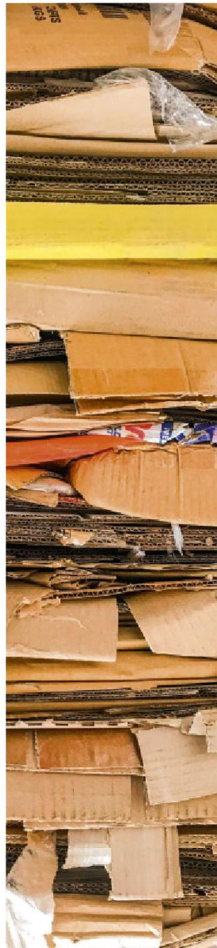
That it be recommended to Council that the 2018/19 Cradle Coast Waste Management Group Annual Report be received and noted.

Author:	Robyn Woolsey	Endorsed By:	Matthew Atkins
Position:	Executive Assistant General Management	Position:	General Manager



Annual Report

Cradle Coast Waste Management Group



2018-19



This report was prepared by:

Cradle Coast Waste Services
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ABN: 11 784 477 180

For: Cradle Coast Waste Management Group

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GLOSSARY OF ABBREVIATIONS

BCC	Burnie City Council
CCA	Cradle Coast Authority
CCC	Central Coast Council
CHC	Circular Head Council
CCWMG	Cradle Coast Waste Management Group
CCWS	Cradle Coast Waste Services
DCC	Devonport City Council
DPIPWE	Department of Primary Industries, Parks, Water and Environment
DWM	Dulverton Waste Management
EPA	Environmental Protection Authority
ERF	Emissions Reduction Fund
FOGO	Food Organics Garden Organics
KC	Kentish Council
LC	Latrobe Council
LGAT	Local Government Association of Tasmania
MRA	MRA Consulting Group
MRF	Materials Recycling Facility
MSW	Municipal Solid Waste
NSRF	National Stronger Regions Fund
NTWMG	Northern Tasmania Waste Management Group
WGPC	Waste Governance Project Coordinator
WSS	Waste Strategy South
WTS	Waste Transfer Station
WWC	Waratah Wynyard Council

4 > ABBREVIATIONS

1 INTRODUCTION

1.1 WHO WE ARE

The Cradle Coast Waste Management Group (CCWMG) was formed in 2007 and represents seven northwest Tasmanian municipal councils participating in the voluntary waste levy including: Burnie City (BCC), Central Coast (CCC), Circular Head (CHC), Devonport City (DCC), Latrobe (LC), Kentish (KC) and Waratah Wynyard (WWC).

It is made up by a representative from each council and includes practitioners skilled in engineering, environmental health, waste management, corporate governance and general management.

The 2018/19 CCWMG representatives include:

- > **Rowan Sharman**, Engineering Representative from the BCC.
- > **Sandra Ayton (Chair)**, General Manager Representative from the CCC.
- > **James Brewer**, Engineering Representative from the CHC.
- > **Matthew Atkins**, Management Representative from the DCC.
- > **Adam Gardner**, Environmental Health Representative from LC & KC.
- > **Dana Hicks**, Service Officer Representative from the WWC.

The Cradle Coast Authority's Chief Executive Officer (CEO) is an ex-officio member of the CCWMG, providing corporate governance support and expertise. The CCA Representatives Group nominate an observer to attend the meetings on their behalf. These members include:

- > **Daryl Connelly**, CEO from the CCA; and
- > **Don Thwaites**, Observer on behalf of the CCA Representatives Group.

The Cradle Coast Waste Services (CCWS), operated by Dulverton Waste Management (DWM), provides project management support and waste expertise to the CCWMG and is represented by:

- > **Mat Greskie**, CEO; and
- > **Mel Pearce**, Project Officer (PO).

The CCWMG's vision is to deliver a sustainable community in the Cradle Coast region of Tasmania by implementing strategies which minimise waste through increases in waste diversion and recovery.



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1.2 OUR PRINCIPLES, GOALS AND TARGETS

The CCWMG's *5 Year Strategy 2017 – 2022* was ratified in June 2017 by the Cradle Coast Council's participating in the voluntary waste levy of \$5 per tonne.

The Strategy's four goals are:

- 1. Waste diversion:** Diversion of materials from landfill to increase resource recovery, extend the life of existing landfills and reduce greenhouse gas emissions from waste.
- 2. Regional planning & efficiencies:** Provide regional planning and coordination of waste infrastructure and services to provide improved resource recovery, delivering efficiencies and reducing costs of services/waste infrastructure.
- 3. Partnerships:** Maintain partnerships with government, planning authorities and the 3 waste regions to shape waste management policies and regulation to influence future regulatory requirements and to identify programs and infrastructure best delivered with a state-wide approach.
- 4. Community engagement:** Work with the community and industry, through education and feedback, to take ownership of waste avoidance and reuse to improve the use of existing and future services.

The CCWMG have also set measurable and achievable objectives in the Strategy which will allow the CCWMG and member councils to track their progress over the 5-year plan. The objectives take the form of Key Performance Indicators (KPIs), which include:

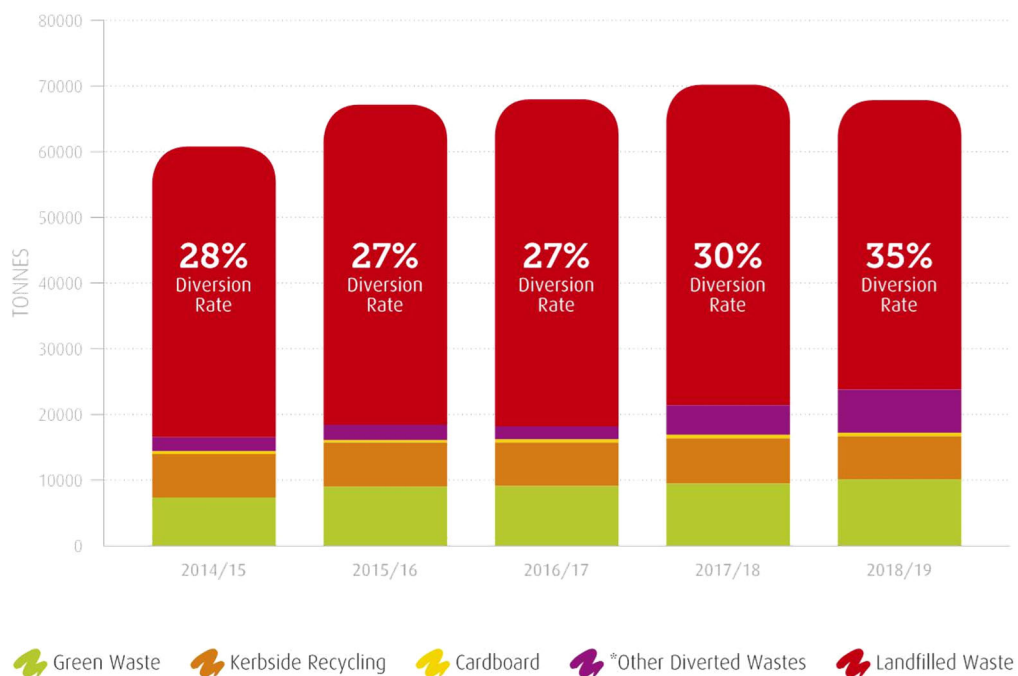
- 1.** By 2022, divert 50% of all MSW from local government landfill facilities across the region.
- 2.** By 2022, increase the proportion of recycling bin receiving a pass mark as part of the recycling bin assessments to 90% across the region (based on the 2015-16 assessment pass rate of 81%).
- 3.** By 2022, reduce incidents of illegal dumping at hotspot sites by 25% across the region (upon first establishing baseline data from council reports).
- 4.** By 2022, member councils to be collection and reporting a standardised set (for material types, units, etc.) of data in relation to waste and resource recovery activities.

The interim MSW diversion target of 50% took into account the implementation of a kerbside Food Organic Garden Organic (FOGO) collection service, which was estimated to divert approximately 50% (20,000 tonnes) of waste placed into kerbside bins from landfill into composting. In early 17/18 councils determined not to proceed with a FOGO collection and are likely to revisit this project again into the future.

The region continues to perform well achieving a waste diversion rate of 35% in 2018/19, which is a testament to the efforts made to improve resource recovery across the region. The diversion rates should be considered conservative as there are still some Councils who are yet to input data into the regional data collection portal.

Figure 1 displays the tonnes of MSW landfilled by the region compared with the tonnes of wastes diverted.

**Figure 1 – Tonnes of Regional Municipal Waste:
Landfilled vs Diverted**



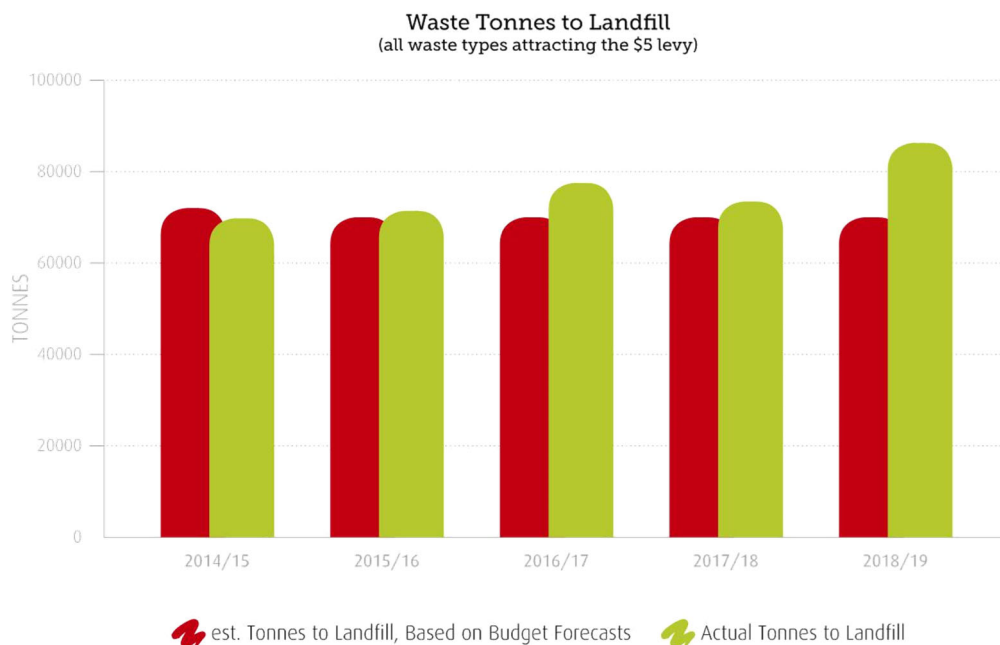
**Other diverted wastes includes the smaller scale recycling initiatives carried out by the regional transfer stations including the recycling of steel, e-waste, tyres, concrete and oil for example.*

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1.3 Regional Waste Trends

Waste landfilled at the DWM, Ulverstone (inert) and Port Latta Landfills is charged the voluntary waste levy of \$5 per tonne. Figure 2 displays the tonnes of waste (attracting the \$5 levy) landfilled annually compared with the budgeted waste projections.

Figure 2 – Tonnes to Landfill vs Budgeted Waste Projections



A total of 86,281 tonnes of waste was recorded in 2018/19, a 14% increase from 2017/18 which recorded 73,441 tonnes.

Approximately 50% of this waste is made up of MSW and the remainder is a mixture of waste types generated by the commercial sector.

A number of factors can influence the tonnages of waste to landfill, over the years some standout events include:

- > The mono-cell special project at DWM in 2016/17, resulting in an additional 6,306 tonnes of waste landfilled;
- > Extreme weather events such as the flooding in June 2016, resulting in significant property damage which consequently required landfilling; and
- > Another special project at DWM in 2018/19 charged by cubic meter, resulting in excess of 11,000 cubic metres of waste landfilled.

CRADLE COAST WASTE MANAGEMENT GROUP ANNUAL REPORT > 2018-19

Figure 3 – Tonnes of Municipal Solid Waste to Landfill – Specific Tonnes Received for Each Landfill

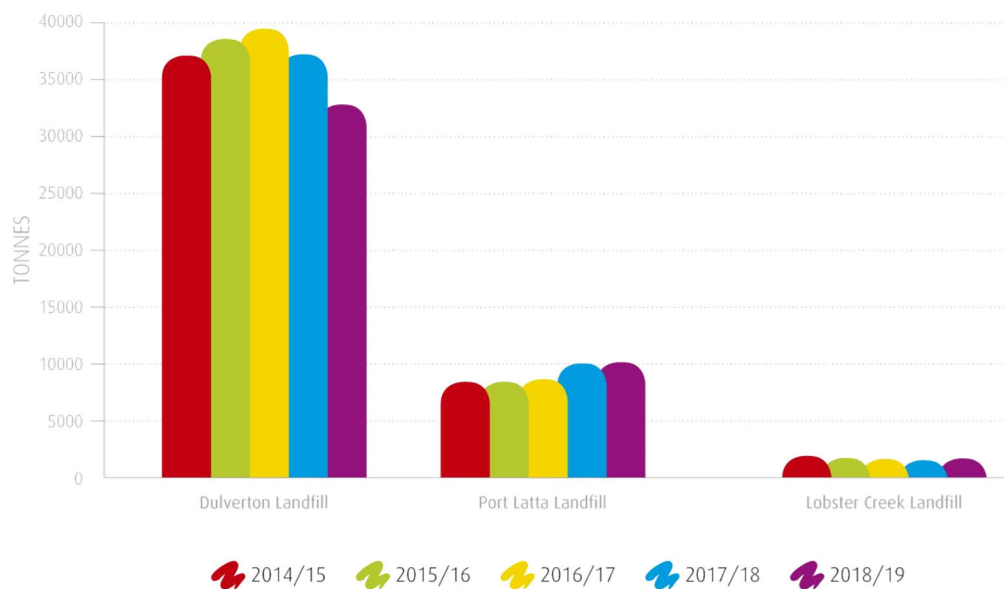


Figure 3 displays the MSW tonnages received at each Council owned landfill since 2012/13. Municipal waste is the term used to describe the waste collected at waste transfer stations (WTS) and from kerbside waste bins.

The Dulverton Landfill predominately receives MSW from BCC, CCC, DCC, KC and LC. In 2018/19 the waste received at the Dulverton Landfill decreased by 12%. This decrease was predominately due to an improved alignment of landfill waste codes conducted by DWM, where waste previously reported by a customer as MSW was reassigned to the Commercial & Industrial Waste category.

Both Lobster Creek (predominately MSW from CCC) and Port Latta (MSW from CHC and WWC) saw a slight increase in MSW landfilled.

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2 REPORTS

CHAIRPERSON'S REPORT

I have pleasure in presenting the Cradle Coast Waste Management Group's Annual Report on behalf of the Group to member Councils.

The report provides an overview of the Group's activities throughout the 2018-2019 financial year, to deliver on the objectives and actions of the 5 Year Strategic Plan for our region. The Group have actioned many projects this last year and I implore you to read through the rest of the Annual Report to understand the activities that have been undertaken. These activities are funded via a voluntary levy on waste deposited to landfill which at present is \$5 per tonne.

Our four key focus areas as highlighted in the Strategic Plan for 2017-2022: • waste diversion; • regional planning and efficiencies; • partnerships; and • community engagement.

The report also provides information that all councils should be aware of to help us in strategically preparing for the future, both within our region and at individual council level. Information such as the tonnes of municipal waste landfilled, green waste mulched, kerbside recycling and cardboard recycling provide targets and trends that should be at the forefront of our thinking, particularly as our Strategic Plan is centred around a major waste diversion target.

This year has seen a focus on progressing the review of governance and waste management arrangements for waste management services within the region.

All seven Councils agreed to investigate and determine the most appropriate governance model to be implemented by the Cradle Coast Waste Management Group. It is pleasing to be able to report that this project has moved forward and all Councils resolved to transition the management of the regional

waste management services, including administration and financial services to a separate project arm of the Dulverton Regional Waste Management Authority. This will allow greater opportunities within our regional through the availability of specialist skills within the waste area. Once the new governance model has proven successful, Councils will then consider the next stage, which includes the regional delivery of waste management services.

It is pleasing that the State Government is committed to the development of a Waste Action Plan for the State. In June 2019, the Tasmanian Government released its draft Waste Action Plan for comment. We will be watching the development of this Plan with interest as it will have implications for our Regional Waste Management Groups in the strategic areas that the state wishes the EPA, Local Government and the Waste Industry to progress and work together on.

The Cradle Coast Waste Management Group is a Local Government skills-based group hosted by the Cradle Coast Authority (CCA). Participation in the CCWMG is voluntary with representation from Burnie City Council, Central Coast Council, Devonport City Council, Circular Head Council, Latrobe Council, Kentish Council and Waratah-Wynyard Council.

I would like to sincerely thank them for the time and focus that they put into the Group for the benefit of the region. This is on top of their own work at their Councils. I would also like to thank both Dulverton Waste Management and the Cradle Coast Authority for their expertise and dedication of skills to this Group as well. I commend this report to you.

Sandra Ayton, Chair

3 ACTIVITIES UNDERTAKEN FOR YEAR

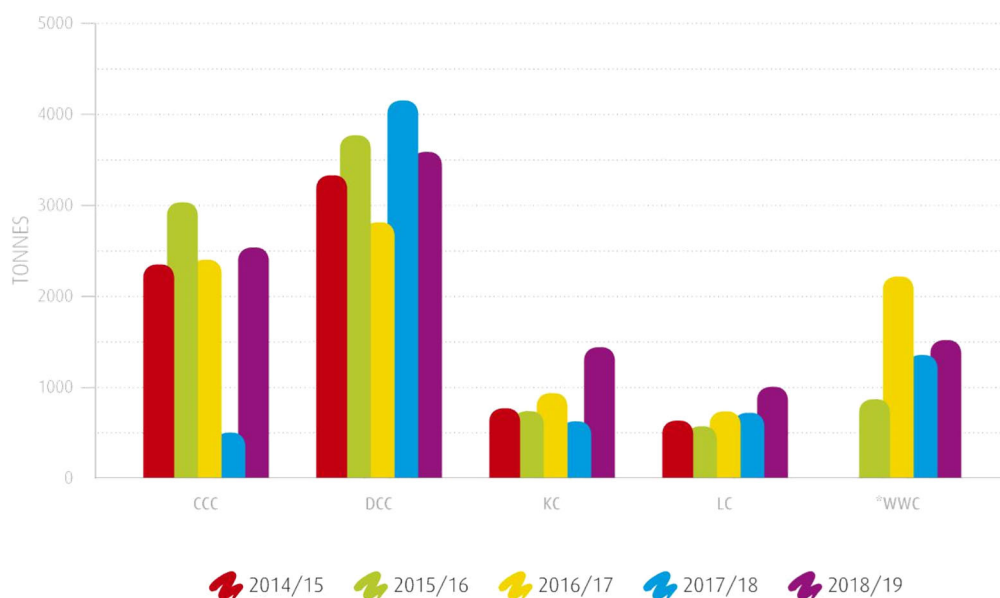
3.1 REGIONAL CONTRACTS

a) Mulching of Green Waste Contract

The current green waste mulching contract with Fieldwicks Crushing and Screening is in place until 2020, participating councils include CCC, CHC, DCC, LC, KC and WWC. Green waste collected at each participating Council's WTS is mulched and unless Council has a specific use for it, it is transported to the DWM Organics Recycling Facility (DORF) for composting. Green waste is a critical ingredient in the composting process and the efforts being made to keep contamination minimised is evident by the high quality green waste received at the DORF over the past 12 months.

Figure 4 displays the total tonnages of green-waste mulched through the Mulching of Green Waste contract from 2014/15 to 2018/19.

Figure 4 – Tonnes of Green Waste Mulched Under Contract



*Waratah Wynyard Council commenced utilising the service in 2015/16.

NOTE: Circular Head Council are not included in Figure 4 as they have not yet utilised the mulching service.

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b) Regional Recycling Contract

A regional recycling contract was implemented in 2009, between Veolia Environmental Services and the CCWMG Councils. This contract currently services approximately 42,973 tenements across the region.

Table 1 compares the average number of tenements eligible for a kerbside recycling service with the average number of bin collections per month during 2018/19.

Table 1 – 18/19 Kerbside Recycling Collection, Average Tenement and Bin Collection Breakdown by Council

Council	*Average Number of Tenements Eligible for Collection	Average Bin Pickups per Month	Bin Presentation Rate
Burnie City Council	8,238	10,816	76%
Central Coast Council	8,775	13,797	64%
Circular Head Council	2,137	2,418	88%
Devonport City Council	11,758	16,207	73%
Kentish Council	1,708	2,370	72%
Latrobe Council	5,346	7,996	67%
Waratah Wynyard Council	5,011	6,688	75%

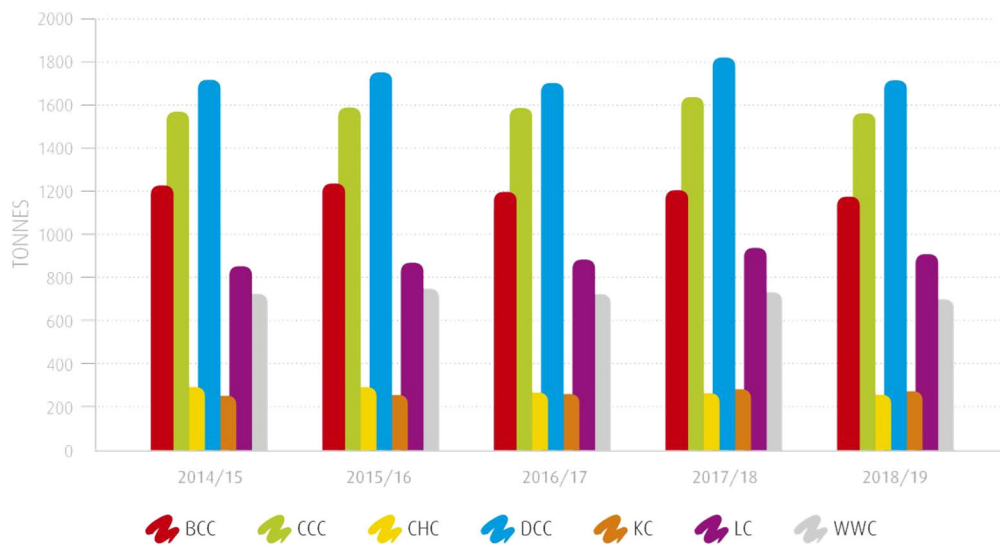
**Every month the quantity of tenements within the kerbside recycling collection service zone increases as new properties are built and subdivisions are developed. The average number of tenements is therefore calculated taking an average of the monthly recorded tenements for each Council in 2018/19, using information provided by Veolia.*

A bin presentation rate was determined for each Council by comparing the average tenements with average bin pickups per month. From a regional perspective, the average presentation rate for 2018/19 was 74%. This is lower than the presentation rate recorded in the kerbside recycling assessments of 86%. The difference may be due to the kerbside assessments only capturing approximately 12 weeks of residential activity in select Council areas, avoiding known holiday areas (shacks) and locations under development.

An annual breakdown of the tonnes of kerbside recycling received by Veolia from each Council is detailed in Figure 5.

Approximately 42,973
households across the region are
participating in kerbside recycling.

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Figure 5 – Tonnes of Kerbside Recycling by Council

In 2018/19 6,585 tonnes of recyclables were collected under the kerbside recycling contract across the region, a 4% decrease when compared to 2017/18.

The types of waste being recycled can have an impact on the annual tonnages of recycling, for example less weighty items such as newspapers/magazines and more plastic bottles (which are lighter) can result in a reduction in total weight.

The total tonnes of kerbside recycling collected since 2012 is detailed in Table 2.

Table 2 – Annual Regional Kerbside Recycling Collection Tonnages

Year	Tonnes
2012/13	6,974
2013/14	6,807
2014/15	6,631
2015/16	6,737
2016/17	6,613
2017/18	6,874
2018/19	6,585

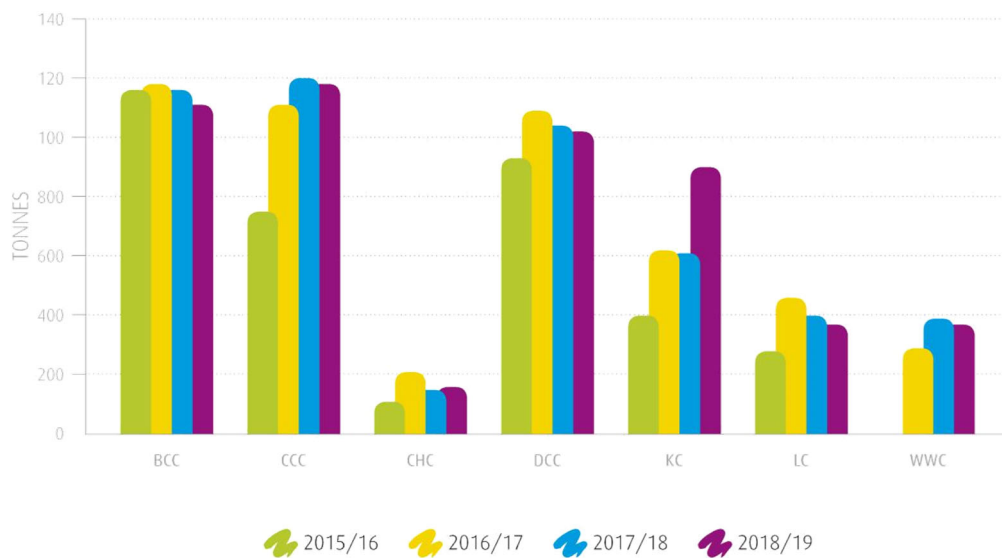
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c) Regional Cardboard Recycling Contact

In 2015 a regional cardboard recycling contract was established with Veolia, providing a cardboard collection bin at all Council WTS (except the small rural sites). This service was discounted by Veolia due to the participation of all CCWMG Councils.

In 2018/19, 512 tonnes of cardboard was collected, a 3% increase when compared to 2017/18 (495 tonnes). Cardboard collection data for each Council is displayed in Figure 6.

**Figure 6 – Tonnes of Cardboard Recycled by Council
(Under the Regional Recycling Contract)**



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3.2 KEY PROJECTS

A significant number of projects were completed by the CCWMG in 2018/19, with the complete list detailed under Section 6. Each project can be referenced back to the Annual Plan and Budget 2018/19 using the project number detailed within each heading.

a) Illegal Dumping Funding (2.2)

Two rounds of illegal dumping funding were conducted, with up to \$90,000 available to assist Councils with implementing illegal dumping reduction initiatives. Applications were received from the CCC, LC and DCC, all of which were approved either in part or in full. A total of \$23,800 worth of signage, surveillance cameras and funding assistance for clean ups was awarded

A portion of the remaining budget was allocated to a regional illegal dumping education campaign and conducting a security camera installation workshop for Council staff.

Feedback on the illegal dumping funding program received to-date has been positive. Particularly pleasing was DCC's report that they have seen a dramatic decrease in dumping incidents since conducting clean-ups and erecting signage in 2017/18.

A total of **\$23,800** worth of illegal dumping funding was awarded for signage, surveillance cameras and funding assistance for clean ups.

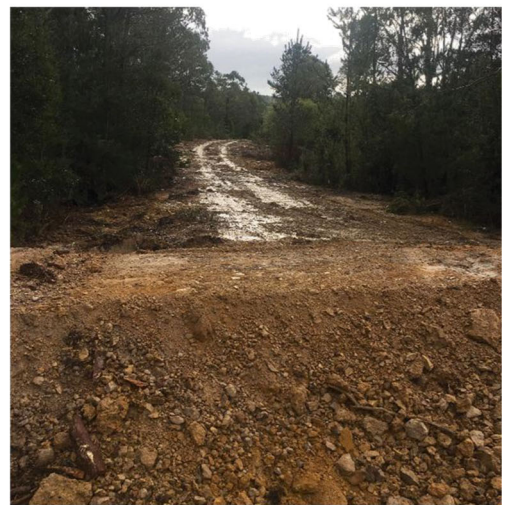
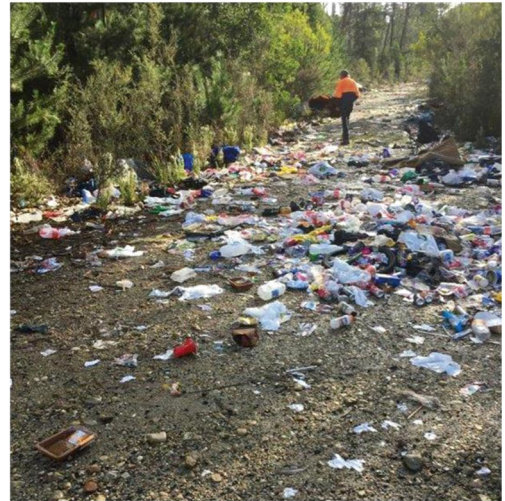


Figure 7 – Clean-up before and after images in the Latrobe Municipality.

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**Figure 8 –
Undercover storage
area at White Hills WTS.**



**Figure 9 –
New bins at the
Spreyton WTS.**

b) Best Practice Improvements (2.3)

Another round of funding was made available to Council in 2018/19, aimed at improving WTS across the region. Councils were encouraged to refer to the independent audit conducted in 2014, against the Transfer Station Best Practice Guidelines, for improvement ideas and to suggest other initiatives which will improve the safety, environmental impact and/or functionality of their WTS.

A total of 11 applications were received from CCC, CHC, DCC and WWC, all of which applied for more than one improvement.

CCC received funding to install a block wall and concrete pad to place a co-mingled recycling skip bin at the Preston WTS. Additionally the CCC installed Armco railing, to improve the safety for visitors at the Preston WTS.

CHC tackled safety risks at the White Hills WTS by receiving part funding for installation of a security boundary fence. Funding was also received for an undercover storage shed to house the paint, batteries and gas bottle collection points and a trolley jack to assist the operator to safely move pallets of waste.

DCC utilised the funding to replace their old open top domestic recycling bins with new bins that have a pedal lid, providing safe and easy access to residents and to keep the recyclables out of the elements.

A signage upgrade was conducted by WWC at the Wynyard WTS, who also received funding to install a safety rail at the general waste disposal drop off point.

Approximately \$55,000
of funding was awarded for
improvements at a number of
regional WTS.

c) Community Based Recycling Initiatives (2.5)

Community groups had the opportunity to apply for funding to implement waste collection and diversion initiatives.

A number of applications were received and \$3,562 worth of funding was awarded to 4 community groups whose applications met the criteria.

The following initiatives were funded:

- > TS Mersey Australian Navy Cadets: purchase of bins for recycling.
- > Lorinna Residents & Ratepayers Association: purchase of bins to collect soft plastic and co-mingled waste for recycling.
- > Live Well Tasmania: funding to conduct a repair café which was free to access by the community and involved workshops by people experienced in repairing clothing, furniture, electrical appliances, bicycles and toys.
- > Wynyard Men's Shed: purchase of tools to process waste timber into furniture.

Additionally, a number of Councils made an application for bin toppers to use at community events. As a consequence of this interest, bin toppers were supplied to each Council and a marketing campaign conducted to raise awareness and assist people with using them.



Supported by the CCWMG. To find out more visit: www.rethinkwaste.com.au

Figure 10 – Bin topper education campaign poster/handout.

d) Recycling Bin Assessments (2.6)

Residential recycling bin assessments and contamination education was completed across the region in October/November 2018 and again in April 2019. A total of 13,734 properties were visited and 11,887 bins assessed, 36% of which had bins with some form of contamination. Soft plastic was the most common contaminant found with 129 occurrences recorded per 1,000 bins. Recycling packed inside plastic bags was the second most commonly occurring contaminant, followed by garbage and/or garbage in bags, foil food bags (a form of soft plastic) and foam meat trays.

Overall the region performed well with an 85% pass rate, which was slightly less than 86% which was achieved in 2017/18. With the passion for improving waste management practices evident across the community, it is looking promising that a 90% pass rate will be achieved by the year 2022 target.

36% of properties assessed had bins with some form of contamination.

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**Figure 11 –
Some lucky residents
who won a Facebook
competition to visit the
Materials Recycling Facility
in Spreyton.**



e) Education & Promotion (2.11)

The three regional waste groups continued the state-wide waste education with some great content regularly published on both the Rethink Waste Facebook and Website.

A number of resources were developed to assist people in improving resource recovery including fact sheets, mini videos, education about the waste hierarchy and case studies, to name a few.



**Figure 12 –
The display at Ecofest.**

f) Public Events (2.14)

The CCWMG held a waste educational stall at Ecofest in Ulverstone, which was estimated to have over 1,500 attendees.

The stall inspired some great discussions and learning experiences, particularly around compostable packaging and how it is not recyclable in the kerbside recycling bin.

Over **1,500**
people attended Ecofest

g) WTS Diversion Initiatives (2.24)

A number of 2018/19 projects targeted at reducing waste to landfill and improving resource recovery rates had their budgets merged into the WTS Diversion Initiatives project. Doing so allowed the CCWMG to roll out a number of resource recovery services at a WTS in each Municipality and to conduct a supporting awareness campaign.

The services include providing residents with the opportunity to dispose of and recycle the following items for free:

- > Household batteries;
- > E-waste;
- > Paint; and
- > Fluoro Globes and Tubes.

A 2\$/tyre subsidy was also implemented, to assist Councils with recycling tyres collected at WTS.

A total of 4,319 tyres were recycled under this initiative in 2018/19.

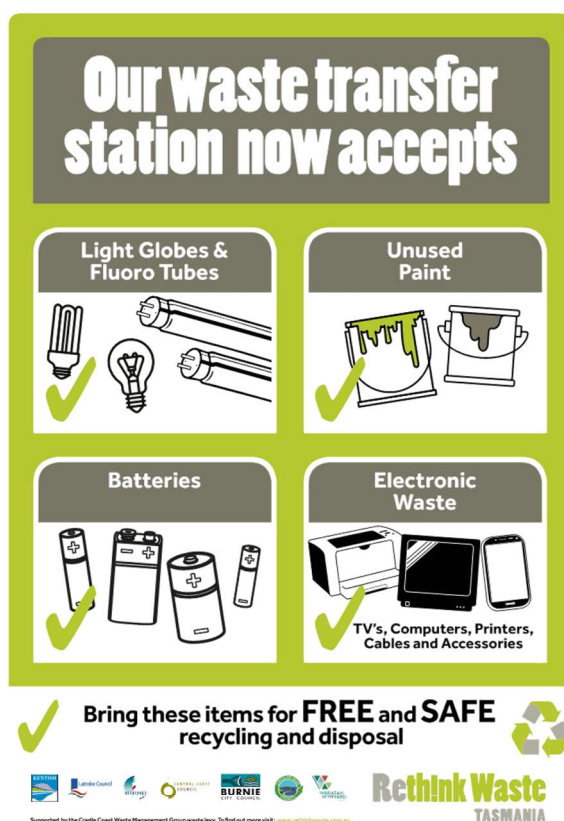











Figure 13 – Example of the awareness campaign for the new resource recovery services.

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4 ACHIEVEMENTS AGAINST THE 5 YEAR STRATEGY

 Action Not Started
  Action on Hold
  Action in Progress
  Action Completed/Ongoing

NO.	ACTIONS	COMMENTS	
FOOD AND GARDEN ORGANICS			
1	Establish which member councils intend to participate in FOGO tender and appoint contractor where applicable.	17/18: Implementation of a kerbside FOGO collection was considered by each Council who determined not to proceed at this stage. 18/19: Revised FOGO pricing was provided to Councils, based on funding assistance received from the State Government, no further action was taken.	
2	Where applicable, work in partnership with successful FOGO tenderer and member councils to implement communications materials, bin rollout and collection services to best practice standards for recovered organics.		
3	Develop and secure markets for reprocessed organics products in the agricultural or land rehabilitation sectors. Facilitate trials where necessary and utilise results in market development activities.		
4	Support the development of a Tasmanian organics strategy.	18/19: In June 2019 the Department of Primary Industries, Parks, Water and Environment released the Tasmanian Draft Waste Action Plan. This plan included actions associated with improving organic waste recovery and the CCWMG will respond to the Action Plan by the deadline.	
ILLEGAL DUMPING AND LITTER			
5	Facilitate liaison between member councils, the regional group and relevant Tasmanian Government departments responsible for managing illegal dumping incidents by establishing an illegal dumping working group.	18/19: The Tasmanian Draft Waste Action Plan does not appear to address whether there will be state-wide approach to the management of illegal dumping, the CCWMG will query this as part of their feedback submission.	
6	Using data obtained from the Illegal Dumping Web Database, produce an annual report to be disseminated amongst member councils in order to provide a measurable evidence base to group members.	18/19: A report on the regional illegal dumping database is provided to the CCWMG annually. At present the database is under utilised resulting in insufficient information available to form an accurate evidence base.	
7	Call for annual applications from member councils for funding of projects to address illegal dumping (e.g. clean-up of hotspots, installation of signage/CCTV). Establish process for determination of successful applications, distribution of funding, reporting requirements and measurement of outcomes	18/19: Two rounds of illegal dumping funding were conducted. It is anticipated that this project will be ongoing, with funding available annually to target illegal dumping.	
8	Use the Keep Australia Beautiful (2016) Litter Toolkit to build a litter reduction campaign to be rolled out across the region. Incorporate the litter reduction campaign in the regional communications and education plan.		
9	Provide evidence-based input to any further discussions regarding the introduction of container deposit scheme (CDS) legislation in Tasmania.	17/18: The EPA engaged consulting firm Marsden Jacob to generate a report on the framework for a CDS in Tasmania. DWM provided input on behalf of the CCWMG and Marsden Jacob were invited to attend a CCWMG meeting, however this did not eventuate. The EPA have released the report and there has been no further action at this stage. 18/19: The Tasmanian Draft Waste Action Plan addresses a CDS and the CCWMG will respond to the Action Plan by the deadline.	

20 > ACHIEVEMENTS

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NO.	ACTIONS	COMMENTS	
INFRASTRUCTURE			
10	Continue work to establish a standardised set of data collection parameters and ensure all councils are reporting data to the waste data collection portal according to the standard (including material categories, units and frequency of reporting). Monitor and audit data inputs into the centralised waste data collection portal.	17/18: The regional data collection portal was implemented and quarterly reporting to the CCWMG was carried out. To date a number of Councils are not inputting data, affecting the integrity of the reporting. 18/19: Quarterly reporting is ongoing, however some Councils are still not entering data into the portal.	◆
11	Conduct a recycling activity survey in order to: a) establish the size of the recycling and reprocessor network b) measure the quantity of materials managed throughout the network c) establish the flow of materials between member councils and other regions d) identify opportunities for network expansion or rationalisation. This could be conducted in conjunction with other regional groups in order to build a picture of the resource recovery network in Tasmania.	17/18: The Recycling Activity Survey was complete and a master spreadsheet developed housing the collected information.	◆
12	Conduct an assessment of the region's tip-shop network. Develop standardised guidelines for tip-shops which define material diversion, stock and inventory control, material storage requirements, etc.		●
13	Internally review progress of actions recommended by the <i>Cradle Coast Transfer Station Audits</i> report completed for CCWMG (Blue Environment 2014) in order to bring facilities up to best practice standards. Call for applications from member councils for funding for facility upgrades, establish process for determination of successful applications, distribution of funding and reporting requirements.	18/19: A round of funding was made available to Councils to apply for improvements to their WTS in accordance with the <i>Cradle Coast Transfer Station Audits</i> report (or other initiatives that fit the criteria). Four Councils made an application and funding was awarded for 9 different projects.	◆
14	Investigate options for accepting additional materials at council resource recovery centres/transfer stations, including requirements for collection infrastructure, potential on-site reprocessing opportunities and material markets.	18/19: Implementation of Project 2.24, WTS Diversion Initiatives, has resulted in WTS being able to accept and recycle additional materials that were going to landfill.	◆
15	Explore community-based recycling initiatives with local community groups in order to identify feasible materials for collection and diversion. Where feasible, consider funding assistance to community groups to implement services (e.g. transport vehicles, temporary storage facilities, compactors, communications).	18/19: Community groups were given the opportunity to apply for funding to implement waste collection and diversion initiatives. Funding was awarded to 4 community groups across the region.	◆
SERVICES			
16	Continue to undertake annual residential recycling bin assessments and contamination education across the region.	18/19: A round of assessments were undertaken, resulting in a pass of 85%. This project will be conducted annually.	◆
17	In conjunction with NTWMG, continue to conduct landfill and kerbside waste composition audits.	17/18: Consulting firm Anne Prince Consulting (APC) conducted landfill audits at DWM, Ulverstone and Port Latta landfills.	◆
HAZARDOUS WASTE			
18	Provide for collection and management of household batteries across the region (including advertising, bins, collection services, transport and disposal). Measure and evaluate the collection's performance.	17/18: This project is ongoing.	◆
19	Hold a household hazardous waste collection event. Event actions will include advertising, establishing a waste management contractor (via tender process), determining program and location(s), measurement and reporting framework.		●











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NO. ACTIONS		COMMENTS	
20	Continue to monitor member council e-waste schemes and opportunities to provide an economical service in the region.	18/19: E-waste recycling was rolled out at one WTS in each municipality.	◆
21	Work with EPA Tasmania as required to implement the hazardous waste tracking system.		●
22	Liaise with EPA/other regions on investigations into hazardous waste stockpiles and disposal points in the CCWMG region.		●
TYRES			
23	Support the development of a tyre recycling site at Longford.	18/19: Tyre recycling at Longford appears to have stalled and as a consequence the CCWMG provided Councils with a \$2/tyre subsidy, to recycle tyres at Tyrecycle in Hobart.	◆
24	Work with EPA and other regional groups to investigate end users for end-of-life tyres.		●
25	Disseminate and support the statewide waste tyre recycling guidelines/management strategy when released by EPA.		●
C&D AND C&I RECOVERY			
26	Work with the EPA to develop and align strategies to divert C&D and C&I materials from landfill. Investigate funding opportunities as they arise.	18/19: The Tasmanian Draft Waste Action Plan addresses C&D and C&I and the CCWMG will respond to the Action Plan by the deadline.	▲
27	Conduct a review of C&I waste in the region to build on previous reviews conducted for C&D waste. Include consultation with key industries and identification of synergies with C&D waste processing and disposal.	18/19: The Tasmanian Draft Waste Action Plan addresses C&D and C&I and the CCWMG will respond to the Action Plan by the deadline.	▲
28	In conjunction with member councils, investigate the options for expanding residential recycling collections to cover C&I customers.	18/19: The Tasmanian Draft Waste Action Plan addresses C&D and C&I and the CCWMG will respond to the Action Plan by the deadline.	▲
REGIONAL GOVERNANCE ARRANGEMENTS			
29	Develop and document a governance framework which stipulates the roles, responsibilities and expectations of CCWMG member councils.	17/18: A CCWMG Terms of Reference document was developed and implemented.	◆
30	Create a role within CCWMG to manage stakeholder group member engagement. The role should be part-time for a minimum of one year and be at an experienced/senior level.	17/18: Greg Preece was appointed as the Waste Governance Project Coordinator to work with the CCWMG and member Councils to determine the most appropriate governance model and assist with the implementation. 18/19: Stage 1 of the proposed model was agreed to by the CCWMG, which involved transitioning the management of the regional waste management services, administration and financial services to DWM. Works are ongoing into 19/20 regarding an interim agreement for Stage 1 and progressing into Stage 2.	▲
COLLABORATIVE ARRANGEMENTS BETWEEN COUNCILS			
31	Continue to identify opportunities for collaborative resourcing by investigating current contractual arrangements in each council.		●
32	Investigate and facilitate human resource sharing between member councils.		●
33	Establish a platform for councils to share information with regards to their current projects and outcomes of previous projects (e.g. as an agenda item at CCWMG meetings).	18/19: Councils have an opportunity to raise projects and outcomes at the CCWMG meetings.	

22 > ACHIEVEMENTS

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NO.	ACTIONS	COMMENTS	
BUILDING REGIONAL CONSISTENCY			
34	Review member council landfill and resource recovery centre/transfer station charges and services offered and investigate barriers to implementing total cost recovery pricing.		
WORKING WITH THE TASMANIAN GOVERNMENT			
35	Establish a framework for cooperation and collaboration between state government, waste management groups and local councils to: <ul style="list-style-type: none"> a) influence policy and strategy documents b) highlight current issues impacting on waste management in the region c) contribute to and support government policy on emerging waste issues. 	18/19: The Tasmanian Draft Waste Action Plan addresses governance and waste management issues, the CCWMG will respond to the Action Plan by the deadline.	
36	Maintain key dialogue and build contacts with state government agencies. Encourage EPA to attend CCWMG meetings.	17/18: Dialogue has been undertaken with LGAT representative regarding the status of kerbside recycling in Tasmania. Dialogue with the EPA is ongoing as required, EPA representative attended a CCWMG meeting to discuss illegal dumping. Will invite other representatives to attend CCWMG meetings as appropriate. 18/19: DWM and the CCWMG will be providing feedback to the EPA regarding the Tasmanian Draft Waste Action Plan.	
37	Highlight current waste management issues to state government on an as needed basis as raised by member councils.	17/18: This is ongoing, consultation carried out with state government as the need arises. 18/19: Regional waste issues will be communicated to the state government as part of the feedback provided on the Tasmanian Draft Waste Action Plan.	
38	Provide assistance and advice to state government on emerging waste issues.	17/18: Ongoing, will provide appropriate assistance as requested. 18/19: Waste issues will be communicated to the state government as part of the feedback provided on the Tasmanian Draft Waste Action Plan.	
39	Identify funding options from various Tasmanian Government departments, not just those responsible for waste or environment issues.	17/18: Currently monitoring opportunities for funding and approaching local members for opportunities to receive funding assistance for implementation of a FOGO collection.	
WORKING WITH INDUSTRY			
40	Establish a framework for cooperation and collaboration between state government, waste management groups and industry to facilitate improvements to C&I and C&D waste management and resource recovery.	18/19: The Tasmanian Draft Waste Action Plan has actions to address C&I and C&D waste management and resource recovery.	
41	Facilitate a regional industry workshop/forum to encourage innovation and sharing of waste and resource management practices. Where feasible, consider using local service groups to extend CCWMG reach into local businesses.	17/18: Conducted an industry workshop in Burnie, there were 43 attendees and a number of discussions around better use of by-products.	
42	Maintain key dialogue and build contacts with industry sectors.	17/18: Commenced building industry contacts through the recycling activity survey and the industry workshop. 18/19: Obtained Master Builders Association Membership as part of the state-wide waste communications. It is envisioned that communications will target members of this association in future years.	
43	Support the development of a Tasmanian recycling market development strategy.	18/19: Likely to be addressed by the Tasmanian Draft Waste Action Plan.	

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NO.	ACTIONS	COMMENTS	
COLLABORATING WITH OTHER REGIONS			
44	Pending state government regional group coordination, establish a direct link between other regional groups (which may involve quarterly/six monthly meetings, etc.) to continue collaboration.	18/19: Key Project Officers from each of the waste groups regularly meet to discuss waste communications and other upcoming projects as necessary.	◆
45	Conduct a mid-term strategy review to consider linkages between regional strategies and funding requirements.		●
COMMUNITY EDUCATION			
46	Develop a regional or cross regional communications and education plan with input from member councils, including for: a) FOGO service b) other kerbside services c) illegal dumping d) e-waste recycling e) other waste initiatives as appropriate.	18/19: Year 2 of the Tasmanian Waste Communications Plan was successfully completed by the three waste groups.	◆
47	Develop communication materials that promote CCWMG, the Rethink Waste website and brand and correct waste and recycling practices using: a) media releases b) TV, radio and newspaper advertising c) promotional materials (e.g. bags, pens, caps) d) fact sheets e) social media (e.g. YouTube, Facebook, Twitter) Where possible, activities to be jointly undertaken with the NTWMG.	18/19: Year 2 of the Tasmanian Waste Communications Plan (which covers these activities) was successfully completed by the three waste groups.	◆
48	Continue to support the Rethink Waste Schools Program. Establish a program for visits to schools in the region to conduct waste education programs.	17/18: A list of schools has been developed and a number of workshops conducted at the Kids4Kids event in Burnie. 18/19: Work to secure an education officer was undertaken, with school visits to commence in 2019/20.	▲
49	Coordinate with member councils and other regions to provide consistent updates to the Rethinkwaste.com.au website.	18/19: Councils are required to review and provide updates to their page annually. Other updates undertaken as required.	◆
RAISING AWARENESS			
50	Provide regular briefings to Cradle Coast Authority member councils (to be disseminated throughout each), in order to build group awareness. This could be done through scheduled group meetings and dissemination of CCWMG minutes of meetings.	18/19: CCWMG receive a copy of the meeting minutes and also a monthly waste communications report.	◆
PUBLIC EVENTS			
51	Research and maintain a calendar of public events (such as local shows, market days, etc.) which would be appropriate to host an education session/stall/booth. Attend two public events per year.	18/19: A stall was held at Ecofest in Ulverstone. This project is ongoing.	◆
52	Conduct community consultation forums when introducing new programs or services (as appropriate).		●

24 > ACHIEVEMENTS

5 FINANCIAL

Table 3 – Cash Flow Summary

Table 3 details the CCWMG Waste Levy Account opening and closing balance as at 30/06/2019.

2018/19 Cash Flow Summary Regional Waste Management Levy	
Opening Balance 30/06/2018	359,440
Levy funds received 01/07/2018 to 30/06/2019	431,404
Interest	8,345
Total Cash Inflow During 2018/19	799,189
2018/19 Annual Plan & Budget Project Expenditure	(392,996)
Closing CCWMG Waste Levy Account balance 30/06/2019	406,193

Table 4 – 2018/19 Profit and Loss

Table 4 details the CCWMG profit and loss for 2018/19.

2018/19 Profit and Loss Regional Waste Management Levy	
Waste Levy Income for period 01/07/2018 to 30/06/2019	431,404
Interest	8,345
Total Income for 2018/19	439,749
2018/19 Annual Plan & Budget Project Expenditure	(392,996)
Total Expenditure for 2018/19	(392,996)
Net Profit (Loss) as at 30/06/2019	46,753

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6 SUMMARY

With over 18 discreet projects for the CCWMG to undertake, the 2018/19 financial year was completed in a successful manner with a high project completion rate.

Many of the projects implemented provided immediate outcomes consistent with the goals of the CCWMG Strategic Plan. The balance of the projects form the foundation for implementation of actions in coming years. Table 5 displays a summary of the 2018/19 actions and their status at 30 June 2019. For more information please refer to the CCWMG Annual Plan & Budget 2018/19.

Table 5 – 2018/19 Action Summary as at 30 June 2019

KEY: CF = Carried Forward IP = In Progress NP = CCWMG Resolved Not to Proceed TC = Task Complete

REF#	PROJECT NAME	ACTION SUMMARY	STATUS
2.1	Illegal Dumping Database	Manage and report on the established regional illegal dumping database.	TC
2.2	Illegal Dumping Funding	Conduct two rounds of illegal dumping funding.	TC
2.3	WTS Best Practice Improvements	Assist Councils in improving transfer stations in line with the Best Practice Guidelines.	TC
2.4	WTS Material Diversion	Assist Councils in implementing recommendations from the 2017/18 Additional Material Diversion Options investigation report.	TC
2.5	Community Based Recycling Initiatives	Funding assistance for community groups to implement waste collection and diversion initiatives.	TC
2.6	Recycling Bin Assessments	Undertake kerbside recycling bin assessments and contamination education across the region.	TC
2.7	Household Battery Recycling	Continue to fund a free household battery recycling program to be managed by councils.	TC
2.8	Hazardous Waste Collection	Tender for and conduct a household hazardous waste collection event.	NP
2.9	Waste Governance Project Coordinator	Fund a role within the CCWMG to manage stakeholder group member engagement.	TC
2.10	Annual Industry Workshop	Facilitate an industry workshop/forum to facilitate sharing of waste management and resource recovery ideas.	NP
2.11	Education & Promotion – Year 2	Implementation of year 2 of the state-wide Communications Plan to promote correct waste and recycling practices.	TC
2.12	Schools Program	Visit schools to provide waste education / presentation.	CF
2.13	Rethink Waste Website	Management and ongoing improvements to the Rethink Waste Website.	TC
2.14	Public Events	Host an education stall at 2 public events.	TC
2.15	WTS Staff Training	Fund an asbestos awareness training session for two WTS staff from each Council.	TC
2.16	Landfill Audit Findings	Implement a recommendation(s) from the 2017/18 Landfill Audit Report.	TC
2.17	Regional Waste Data Collection	Support the Regional Waste Data Collection Portal	TC
2.24	WTS Diversion Initiatives	Combination of project budgets from 2.4, 2.7, 2.8, 2.15 & 2.16. Provided free household battery, flouro tube, globe, e-waste and paint collection. Also funded a \$2/tyre subsidy for Councils and staff training.	TC

26 > SUMMARY



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5.2 UNCONFIRMED MINUTES OF THE MERSEY-LEVEN EMERGENCY MANAGEMENT COMMITTEE

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 4.4.1 Support the community in emergency management response and recovery

SUMMARY

To present to Council the unconfirmed minutes of the Mersey-Leven Emergency Management Committee meeting which was held 11 December 2019.

BACKGROUND

Unconfirmed minutes of the Mersey-Leven Emergency Management Committee meeting are presented to Council for their information and consideration of any decisions when and if required.

STATUTORY REQUIREMENTS

The Mersey-Leven Emergency Management Committee has been established to ensure Council to meets its obligations under the *Emergency Management Act 2006*.

DISCUSSION

The unconfirmed minutes for the Mersey-Leven Emergency Management Committee meeting held 11 December 2019 are attached.

From the minutes it is noted:

- Overview of the new role of Municipal Recovery Coordinator as defined in the *Emergency Management Act 2006*,
- Opportunities for recovery training of staff, and
- Tasmanian Fire Service gave an overview of the upcoming fire season.

COMMUNITY ENGAGEMENT

There was no community engagement as a result of this report.

FINANCIAL IMPLICATIONS

There are no financial implications which relate to this report.

RISK IMPLICATIONS

There are no risk implications which relate to this report.

CONCLUSION

The unconfirmed minutes of the Mersey-Leven Emergency Management Committee meeting which was held 11 December 2019 are presented.

ATTACHMENTS

1. Unconfirmed Minutes - Mersey Leven Emergency Management Committee meeting 11 December 2019

RECOMMENDATION

That it be recommended to Council that the unconfirmed minutes of the Mersey Leven Emergency Management Committee meeting which was held 11 December 2019 be received and noted.

Author:	Karen Stone	Endorsed By:	Matthew Atkins
Position:	Risk & Compliance Coordinator	Position:	General Manager



Mersey-Leven Municipal Emergency Management

EMERGENCY MANAGEMENT PLANNING COMMITTEE – MANAGEMENT MEETING

MEETING NOTES & ACTIONS

Meeting No. 4/2019

11.00 – 1.00pm Wednesday, 11 December 2019 – Host Central Coast Council

Meeting Purpose	Consideration of general issues and updates
Meeting Participation:	Appendix 1
1.0 Welcome	Mayor Freshney welcomed members.
2.0 Matters Decision/Action	
2.1 Confirmation of Minutes	<p>Motion: That the committee adopt the minutes of M-L EMC meeting dated 11 September 2019 as recirculated on 4/12/2019</p> <p><u>Moved</u> – Mayor Jan Bonde <u>Seconded</u> – Insp Steve Jones</p> <p>Motion carried</p>
2.2 Matters arising from minutes including outstanding actions	The updated Action List is provided as a separate document.
2.3 Correspondence (Inward/Outward)	<p>Inward correspondence:</p> <p>Email from Dave Race, Devonport Airport advising of a new contact for TasPorts:</p> <p>Mick Hartwell, Acting GM Operations</p> <p>Outward correspondence:</p> <p>Nil</p>
2.4 Contact List (standing item)	Circulated and amended where necessary.
3.0 Presentations	
3.1 SES Municipal Recovery Coordinator Role – Wayne Richards	<p>Wayne Richards gave an overview of the new role of Municipal Recovery Coordinator as defined in the Emergency Management Act 2006. Notes from his presentation are provided in Attachment 1.</p> <p>The scope of the role was discussed. It's more than just social recovery and that the current Social Recovery Coordinators are not necessarily the right people for the Municipal Recovery Coordinator role. The Councils need to consider this when appointing a Municipal Recovery Coordinator.</p> <p>The committee discussed the need for improved training for staff in this role. Wayne Richards (WR) gave an overview of the Emergency Management Training Continuum Project which will identify the:</p>



- Skill sets and training needs for all the roles under the emergency management plans
- Gaps in current training
- Training packages to close the gaps.

The Project Coordinator is working with LGAT on the consultation process with Councils. Council representatives advised that there was little awareness of this project.

WR advised that he is involved in a working group reviewing the Municipal Emergency Management Coordinator role and its training needs.

The Committee discussed recovery coordination at the State level, and the degree to which Councils are conducting emergency exercises. It was identified that validation of the MLEMP is required biennially and is now due.

New Action Item: Each Council is to consider appointing a Municipal Recovery Coordinator in accordance with Sections 24G and 24H of the Emergency Management Act 2006.

New Action Item: Invite Sophie Buchhorn to a future meeting to present on the State recovery arrangements.

New Action Item: Conduct an emergency management exercise to validate the Mersey Leven Emergency Management Plan

4.0 Other Meetings

4.1 National/State Committee Groups (subject to meetings):

Jonathon Magor (JM) attended a meeting of the Tasmanian Flood Warning Consultative Committee on 14 November. JM advised that the primary flood forecasting for Tasmania will be undertaken in Melbourne allowing the local BoM employees to focus on other matters.

4.2. North West Region Emergency Management Committee:

Meeting held 13 November in Ulverstone.

Jonathon Magor advised that the main focus of the meeting was on the upcoming fire season; with a presentation made by Mark Brownrigg, TFS.

4.3 FMAC Central North Update

Workshop held 15 November in Devonport.

Jonathon Magor advised there is a new approach to the bushfire risk assessment process. This will be reflected in a new format and changes to assessments, which are to be advised.

5.0. Municipal Co-Ordinators Reports

5.1 Central Coast Council

Paul Breaden reported:

- The Council and Committee acknowledges John Kersnovski's contribution over the past five years. His knowledge and experience has been invaluable.
- No incidents to report
- Heybridge Beach erosion
 - An estimate of cost to undertake a study of the area has been determined.



- Council will facilitate a process to determine the works required and progress the project with stakeholders over the next couple of months.
- Penguin Foreshore
 - Works have been delayed.
 - Funding deed is being negotiated.
 - Submit and approve DA and construction tender by 30 June 2020.
 - Expected construction between September 2020 and March 2021.
- Update of Central Coast Council Emergency Management Manual, associated plans and Procedures
 - No further update.
 - Expected completion in first quarter of 2020
- New Council Two-Way Radio System
 - Councils new two-way radio system has been purchased.
 - Three tower units including Haywood's Road in Gunns Plains, and Marcom Watson towers at Kelsey Tier and Stowport are to have installation complete by January 2020.
 - Truck units and base stations are to be installed in February 2020.
 - This will give better coverage and reception.
 - Discussion and negotiation with TFS and TasPol to co-use Sullocks Hill tower were not successful.

5.2 Devonport City Council

Karen Stone reported:

- EPA conducted a pollution control training exercise at Coles Beach on 26 November. It involved numerous councils and was well attended. The scenario was based around an oil spill, incorporating:
 - Identifying where the oil would spread to and how to manage this
 - Decontamination practices
 - Handling impacted wildlife
 - Handling communication to the public.

The EPA plans to conduct another exercise which will involve the Environmental Health Officers.
- Tuesday 3 November – six units in East Devonport lost rooves. Eight people from three units were displaced into emergency accommodation; others stayed with friends. There were no injuries.
- Monday 9 November - suspected gas leak in Paranapple Centre. The centre was evacuated. A subsequent investigation identified that there was no actual gas leak. The evacuation tested the Centre's emergency procedures which worked well. One area of improvement identified was to activate the evacuation sooner.
- Incidents involving hazardous trees – Clarification from TasPol was requested regarding the process that police follow to identify which agency should be responding to reports about hazardous trees at risk of falling onto roads. Insp Jones committed to providing clarification to DCC.

5.3 Kentish Council

Jonathon Magor reported:

- Entura has commenced preliminary design for 0.5% AEP flooding mitigation project for Railton. It is likely to require an increase in the channel capacity of Redwater Creek in addition to a detention basin.



	<p>The Federal election funding commitment has been followed up with the receipt of an approval letter from Minister. The funding agreement is being developed.</p> <ul style="list-style-type: none"> • Railton will be one of three communities participating in a pilot project to develop community flood awareness and preparedness for flood events. This is being coordinated through the SES Flood Policy Unit. The Kentish Community Development Officer has been invited to sit on the State committee for this project. • Council has worked with Rivercare and Forrico to remove a large log jam in the Minnow River. • The Fuel Reduction Unit has undertaken a low intensity burn in Sykes Sanctuary at Railton. • There have been numerous trees down across roads in the Wilmot and Paloona areas over the last fortnight.
5.4 Latrobe Council	<p>Jonathon Magor reported:</p> <ul style="list-style-type: none"> • The detailed design for the Latrobe Flood Mitigation project is underway. A dam construction application will be made to DPIWPE in the new year. This will eliminate the need for a development application and approval. Council is aiming to construct in the 2020/21 summer period. • Previously reported coastal erosion at Port Sorell has now been replaced by sand blocking many of the stormwater outfalls.
6.0 Social Recovery Coordinators Reports	
6.1 Central Coast Council	Nil
6.2 Devonport City Council	<p>Charmaine Hardy reported that the Devonport Christmas parade was rescheduled from Friday 6 November to Wednesday 11 December due to high winds.</p>
6.3 Kentish Council	Nil
6.4 Latrobe Council	<p>Carolyn Rimmer reported:</p> <ul style="list-style-type: none"> • A house fire at 60 Cotton St Latrobe resulted in the family using temporary housing at Comp Banksia. They are now in a rental property until they can rebuild. • A young boy ingested a rare mushroom in November which has had serious health impacts. The Council has made an offer to the Latrobe High School to conduct awareness sessions about the risks of eating mushrooms.
7.0 Members Reports including updates on Lessons Identified and Recent Incidents	
7.1 SES	<p>Wayne Richards reported:</p> <ul style="list-style-type: none"> • Significant wind event Tuesday 3 December <ul style="list-style-type: none"> ○ SES received 25 calls for assistance between 1600 and 2000 ○ Crews worked until midnight to secure rooves in East Devonport



- The majority incidents were in Ulverstone and East Devonport, with some at Port Sorell and Spreyton.
- The annual servicing of road crash rescue equipment has been conducted.
- SES was involved in the rescue of three people from Kitchen Hut at Cradle Mountain
- The new Regional Training Officer commenced work last week
- The Regional EM Planning Officer position is still waiting to be advertised.

7.2 Tasmania Police

Sgt Brett Saarinen reported that preparation is well underway for the upcoming fire season.

Insp Steve Jones reported:

- Cradle Mountain rescue – two of the three hikers were extremely hypothermic and the result could have been more serious if not for the action of other hikers who provided immediate assistance including triggering their personal locating device. The medical condition of the hikers needed to be managed in place until the helicopter could extract them.
- There seems to be an increase in the number of rescues, with the main causes being:
 - Lack of knowledge
 - Inexperience
 - Weather conditions.
- Police is working with PWS to try and improve public awareness of the risks. The main concerns are not with Tasmanian hikers, they are the tourists, particularly international.
- A road accident in Devonport resulted in one fatality.
- Emergency management planning is being undertaken for upcoming Christmas events.
- The change to course mitigated traffic risks at the Burnie 10 event in October.
- An emergency management exercise was conducted at Cradle Mountain in October. The scenario was based on a bushfire in the area. It involved TasPol, PWS, THS, TFS and businesses. It identified a need to collate contact numbers for key staff for all businesses. (TFS stated that this has now been completed).
- Thanks to all agencies involved responding to the damaged rooves in East Devonport; all worked well together.

7.3 Tasmania Fire Service

Mark Brownrigg reported:

- Overview of upcoming fire season:
 - East coast areas are at most risk
 - The NW region is predicted to have a normal fire season
 - The windy weather patterns being experienced at the moment are expected to continue to mid-late December



- TFS is well prepared for fire season; briefings have occurred with volunteers and brigades
- A weighted rapid fire attack will be the approach
- Aircraft are ready in the State; large aircraft will be refuelling and flying out of Devonport.
- NSW and Queensland bushfires:
 - TFS currently has 20 personnel in NSW (volunteers and career staff)
 - No bushfire relief is expected until February
 - The last TFS crews are expected to return this Friday
 - About 70 personnel in total have been sent to NSW and Queensland.
- TFS is in undertaking a risk to resource project which is aimed at identifying additional resourcing needs based on level of risk. This project has already identified that significant risks exist at the ports and new resources are being deployed.
- Climate change is contributing to the increased fire frequency and severity.

7.4 Tasmanian Health Services North West (THO-NW) Report

Lisa Allison reported:

- THS is preparing for the bush fire season.
- DoH will run a mass causality exercise June 2020, with a primary health focus.
- Staff have undertaken AIMS training, during which it was identified a need to improve the response to CBRN attacks.
- DoH social recovery arrangements are to be signed off in new year.
- The Mersey community hospital will be undergoing a significant redevelopment project starting early next year.
- An evacuation centre registration app is being developed by DPIPWE. It's purpose is to assist in registering people at an evacuation centre. The app is free to anyone who has an ESRI licence, DoH is arranging to purchase a licence for agencies to test the app over the next 12 months.

7.5 Ambulance Tasmania

No report

7.6 DPIPWE

Ryan Wilkinson (Biosecurity Tasmania) provided the following notes prior to the meeting:

- As part of a State budget commitment, Biosecurity Tasmania has commenced a new 'Biosecurity Emergency Preparedness Program'. The program objective is to develop and maintain a Tasmanian 'capability' to effectively respond to and recover from biosecurity emergencies affecting people, plants and animals (both terrestrial and aquatic) in production industries and the natural environment. Recently at total of 18 Biosecurity Tasmania staff completed nationally accredited biosecurity responder training and an additional 20 staff will be trained early in the new year. Other planned outputs of the program include plans and



	<p>procedures that will enable effective management of biosecurity emergencies in Tasmania and an annual exercise plan to test these plan and procedures.</p> <ul style="list-style-type: none"> • Biosecurity Tasmania has also been actively involved in a number of national meetings and exercises concerned with African Swine Fever. • Biosecurity Tasmania is also anticipating the public release of the Blake Report (Independent Review of the Fruit Fly Response) before the end of this year. Members should expect to hear more about that in the very near future.
7.7 TasPorts	No report
7.8 Devonport Airport	<p>Dave Race provided the following prior to the meeting:</p> <ul style="list-style-type: none"> • Devonport Airport is working closely with TFS to accommodate firefighting aircraft if required for this year's fire season.
7.9 TasWater	<p>Kyle Squibb reported:</p> <ul style="list-style-type: none"> • TasWater has completed its bushfire preparedness activities with fuel reduction work around treatment plants, primarily on the east coast. • Implementing Stage 1 water restrictions in Hobart from 20 December. These will be in place until February and are part of a water conservation program.
7.10 TasNetworks	<p>Doug White reported:</p> <ul style="list-style-type: none"> • The wind event last week caused issues with power poles and lines. • A fatality in the north was caused by member public felling a tree onto a 20,000 volt power line. • TasNetworks, TFS and PWS have been working together on fuel reduction activities.
7.11 TasGas	No report
7.12 Parks & Wildlife	<p>Ken Brooks reported:</p> <ul style="list-style-type: none"> • PWS has undertaken fire preparedness training with staff. • Storm event on Monday 9 November resulted in six lightning strikes in the NW. • NSW bushfires: <ul style="list-style-type: none"> ○ PWS has sent five 15 person teams to date ○ A team will be deployed this week and another at the end of December ○ Support will be provided as needed through into February. • PWS has attended three fires to date. • Emergency Management Plans for the NW have been updated.



7.13 TasRail	<p>Stewart Dracup reported:</p> <ul style="list-style-type: none"> TasRail is currently updating its site based emergency management plans. Planning is underway for emergency management exercises in 2020. Risk assessment processes and controls are being reviewed. The hazards and risks associated with interactions between the public and rail corridors are a particular focus at the moment.
8.0 Emergency Management Plan Updates	
8.1 Mersey Leven Emergency Management Plan	<p>Due for review in March 2020; comment is sought between now and then.</p> <p><u>New Action Item:</u> Distribute the Mersey Leven Emergency Management Plan to members for comment</p>
9.0. Emergency Management Risk Register	
9.1 Review of Current Register	Nil to review
10.0 Other Emerging Issues & Upcoming Events	
10.1 Workshops, Conferences and Training	Nil to report
10.2 Funding Opportunities (Wayne Richards)	Councils should consider funding needs now and start prepare applications.
11.0 General Business	
11.1 Confidentiality of Minutes	<p>Following the Latrobe Council Meeting held on 9 July 2019, elected members asked about the appropriateness of the MLEMC Minutes being presented in closed session. After some discussion councillors asked if the MLEMC could decide, while in committee, if the Minutes are to be kept confidential or if they can be circulated in open council.</p> <p>Meeting minutes are provided in open session at the Devonport City and Central Coast Councils; and in closed sessions at Latrobe and Kentish.</p> <p>Discussion held around what is recorded in the minutes and that they should be general in nature. Draft minutes need to be circulated as 'unconfirmed' soon after the meeting for committee members' review to ensure that there is no sensitive or confidential material.</p>
11.2 Volunteering Tasmania	Karen Stone advised that DCC had received an email from Volunteering Tasmania providing information about Volunteering Tasmania services and inviting the Council to sign a participation agreement.



Volunteering Tasmania is keen to engage with the Councils on what it can offer.

New Action Item: Invite Volunteering Tasmania to present at a future committee meeting.

12.0 Confirmation of next meeting dates

The following dates for 2020 were confirmed:

- Wednesday 11 March - Devonport City Council
- Wednesday 10 June - Latrobe Council
- Wednesday 9 September - Kentish Council
- Wednesday 9 December - Central Coast Council

Next Meeting

11.00am Wednesday 11 March 2020 – Devonport City Council

- Dam safety assessment program update from Julian Johnstone, DPIPW
- Presentation from Volunteering Tasmania

Mayor Freshney closed the meeting thanking all parties for their contribution and active participation in this committee

Meeting closed at 1305



APPENDIX 1 Meeting Participation

Attendees

Cr Peter Freshney	Mayor – Latrobe Council
Cr Tim Wilson	Mayor – Kentish Council
Cr Jan Bonde	Mayor - Central Coast Council
Cr Annette Rockliff	Mayor – Devonport City Council
Cr Graham Brown	Deputy Mayor – Latrobe Council
Jonathan Magor	Municipal Coordinator (LC & KC)
Paul Breaden	Deputy Municipal Coordinator (CCC)
Karen Stone	Municipal Coordinator (DCC)
Carolyn Rimmer	Deputy Social Recovery Coordinator (LC)
Charmane Hardy	Deputy Social Recovery Coordinator (DCC)
Wayne Richards	SES - NW Regional Manager
Insp Steve Jones	Tasmania Police – Devonport Division
Sgt Brett Saarinen	Tasmania Police - Ulverstone
Mark Brownrigg	TFS - District Officer, Mersey
Joe Pawlasty	Ambulance Tasmania
Lisa Allison	Tasmanian Health Service – North West Region
Doug White	TasNetworks
Kyle Squibb	TasWater
Ken Brooks	Parks & Wildlife
Stewart Dracup	TasRail
Louise Maconachie	Minute taker (LC & KC)

Apologies

Dave Race	Devonport Airport
Ryan Wilkinson	Biosecurity Tasmania
Anna Flower	TasPorts Corporation



ATTACHMENT 1 Municipal Recovery Coordinator Role

Information provided by Wayne Richards, SES

Summary of Amendments to the *Emergency Management Act 2006* (the Act)

A number of amendments to the Act received Royal Assent on 10 December 2018. These amendments were informed by a review of the Act (approved by the Minister) commencing in 2012 and also the Independent Review of Emergency Management Arrangements in Tasmania by DoJ in 2015, following the 2013 Bushfire Inquiry.

In no particular order, the amendments:

1. Provide for a standing Ministerial Emergency Management Committee, chaired by the Premier. Provisions include committee membership and functions and powers;
2. Simplify the authorisation of emergency powers and achieve a more forward-looking capacity to authorise emergency powers in the event that an emergency "is likely" to occur by:
 - a. Providing the option to authorise the exercise of all of the emergency powers by a specified authorised officer if the type of powers required are initially unclear, however, urgent attention using emergency powers may be required at short notice;
 - b. Reinforcing one of the pre-conditions that there need only be a 'significant threat' of an emergency event instead of an emergency that has already commenced;
 - c. Broadening one of the pre-conditions to allow the authorisation of emergency powers if an emergency is occurring outside Tasmania that may impact on Tasmania, instead of occurring elsewhere only within Australia; and
 - d. Ensuring emergency powers can also be authorised by Regional Emergency Management Controllers (unless otherwise specified) through a new declaration of a state of alert by the State Emergency Management Controller;
3. Establish a forward-looking and pre-emptive declaration of a state of emergency with a graduated scale of emergency by:
 - a. Simplifying the pre-conditions for declaring a state of emergency by the Premier by removing the requirement for the Premier to consider whether emergency powers alone will be insufficient to manage the emergency. All other pre-conditions remain, such as the existence of an emergency or a significant threat of an emergency within Tasmania, and that special emergency powers may be required;
 - b. Reinforcing that there need only be a 'significant threat' of an emergency event to meet one of the pre-conditions for a declaration of a state of emergency by the Premier; and
 - c. Providing a new declaration of a state of alert by the State Emergency Management Controller, which will provide more of a graduated scale of emergency towards emergency preparations and a possible transition to a declaration of emergency by the Premier, if required;
4. Better reflect the reality of municipal roles and capabilities by:
 - a. Including in the functions of Municipal Emergency Management Coordinators and Municipal Recovery Coordinators the establishment and coordination of evacuation centres and recovery centres;



- b. Including new municipal-level recovery provisions associated with the functions and powers of the new Municipal Recovery Coordinator position; and
5. Retain Municipal Emergency Management Plan provisions, which will cover other specific roles, such as coordination of local response operations, support to emergency services and community engagement;
6. Provide a new Division covering the administration of recovery arrangements and a new emergency power to support emergency recovery. New provisions will provide for:
 - a. State Recovery Advisor with functions and powers. Unless otherwise determined by the Premier, the Secretary responsible to the Premier will hold that office;
 - b. Recovery Taskforce, established by the Premier to support recover during or after an emergency;
 - c. Recovery Committees, established by the Ministerial Committee, State Controller, State Recovery Advisor or State Recovery Coordinator to coordinate recovery processes, engage affected communities and any other purpose related to recovery;
 - d. State Recovery Coordinator, appointed by the Premier to lead the Recovery Taskforce, with functions and the term of appointment specified in the written instrument of appointment;
 - e. Municipal Recovery Coordinator, appointed by the General Manager of a council. Amendments included functions and powers needed to coordinate recovery within the municipal area, including the establishment and coordination of evacuation centres and recovery centres;
 - f. Provisions for the transition of responsibility from a Regional or State Emergency Management Controller to the relevant recovery authority; and
 - g. Enhanced emergency powers to support relief, recovery and reconstruction arrangements with the inclusion of a new emergency power to remove debris from, or demolish, premises if, in the opinion of the authorised officer, the removal or demolition is necessary to avert an emergency, or to minimise the possibility of aggravating an emergency or effects of an emergency. While the intent is to manage significant post emergency hazards such as asbestos and loose debris that can be moved around in winds or floods, the more urgent removal of such hazards will greatly assist relief, recovery and reconstruction efforts. Existing reasonable notice provisions shall apply. This means that up to 3 days written notice must be provided to any occupier, unless the occupier consents, the premises are open to the public, or circumstances are such that immediate action is necessary to protect people from distress, injury or death;
7. Change the nomenclature of the Tasmanian Emergency Management Plan to Tasmanian Emergency Management Arrangements (TEMA). In accordance with the DoJ review, this change better reflects its actual content and purpose;
8. Refine a number of administrative arrangements to improve consistency across State, regional or municipal levels; improve flexibility with certain appointments; or reflect certain changes in structure or nomenclature by:
 - a. Providing Regional Emergency Management Committees and Municipal Emergency Management Committees the same power as the State Emergency Management Committee to establish subcommittees for the purpose of assisting them in the performance and exercise of their functions and powers;



- b. Removing the default appointments of State Emergency Service personnel to the positions of Executive Officer of the Regional Emergency Management Committees and the State Emergency Management Committee. Instead, have the State Emergency Management Controller appoint any suitable member of those committees to the role of Executive Officer for a specific term;
 - c. Removing the default appointments of the Municipal Emergency Management Coordinators to the position of Executive Officer of the Municipal Emergency Management Committee and, instead, have the Municipal Chairperson appoint any suitable member of the committee to the role of Executive Officer for a specific term;
 - d. Providing consistency across municipal and regional levels regarding the need to report to higher authority on matters that relate to both the functions and powers of that higher authority. Some authorities are currently only required to report on matters relating to "functions" and others on "functions and powers". The consistent inclusion of "powers" allows for recommendations or advice to be made on the need for emergency powers;
 - e. Overcoming confusion regarding the appointment of Regional Emergency Management Controllers on occasions where the appointments are not made by the Minister. Instead of the positions being "determined" by the Commissioner of Police "in consultation with" the State Emergency Management Controller, the amendments make it clear that, in such circumstances, the State Emergency Management Controller approves the appointment;
 - f. Permitting the Deputy State Controller, Deputy Regional Controllers and Deputy Municipal Coordinators to subdelegate any of the functions and powers that have been allocated to them in their capacities as Deputy. The power to delegate their role also allows for more effective continuity of emergency management relief when appointees are on planned absences from work; and
 - g. Updating nomenclature for the positions within the Department of Police, Fire and Emergency Management who automatically become the State Emergency Management Controller and Deputy State Emergency Management Controller if no appointments are made by the Minister. Currently, the default appointment of Deputy State Emergency Management Controller is assigned to the "Deputy for the Head of Agency", which is inappropriate following a 2016 departmental restructure. Under this restructure the "Deputy for the Head of Agency" position is now more responsible for business and executive services and has to delegate the role of Deputy Emergency Management Controller to the Deputy Commissioner of Police, who has always performed this role. Accordingly, the amendment will require the Deputy Commissioner of Police to be the Deputy State Emergency Management Controller and the Commissioner of Police to be the State Emergency Management Controller if no ministerial appointments are made;
9. Correct a drafting error within the Act by removing a double negative within the provisions describing the time limitations for declarations of a state of emergency. The current provisions say "...a state of emergency may not be made so as to have effect...for a period not exceeding 2 weeks...". The amendments will omit the second "not";
 10. Refine the definition of "emergency management" to include measures that provide resilience against emergencies. This is required primarily due to Tasmania's commitment to the National Strategy for Disaster Resilience and is achieved by adding the activities, "resist" and "adapt to...an emergency" within the current definition of "emergency management";
 11. Ensure volunteer emergency management workers authorised to deploy outside Tasmania receive the same workers compensation protections as employees under the *Workers Rehabilitation and Compensation Act 1988*. Current legislation is not very clear whether volunteer workers are protected at the same levels as employees if authorised to work outside Tasmania. To be eligible,



the volunteer emergency management workers need to be appropriately registered in Tasmania by an organisation that participates in emergency management, or rescue and retrieval operations. The Secretary of the department responsible for the administration of the Act must provide consent for any deployments of volunteers outside Tasmania; and

12. Incorporate a number of additional consequential amendments, including:

- a. New or amended nomenclature, and certain supporting interpretations;
- b. Consequential amendments relating to councils and the new provisions for a Municipal Recovery Coordinator and a declaration of a state of alert;
- c. Consequential amendments to Schedule 3 of the Principal Act – *Membership and Meetings of Committees*; and
- d. Provisions on the Repeal of the *Emergency Management Amendment Act 2018*.



Extract from the Emergency Management Act 2006.

***Division 3A - Administration of recovery
Subdivision 1 - State Recovery Advisor***

24A. State Recovery Advisor

- (1) Unless otherwise determined by the Premier, the State Recovery Advisor is the Secretary responsible to the Premier.
- (2) The State Recovery Advisor may hold that office in conjunction with any other appointment, position or office.

24B. Functions and powers of State Recovery Advisor

The State Recovery Advisor has the following functions:

- (a) to ensure that plans and arrangements for recovery are prepared and maintained;
- (b) to support the State Controller, Regional Controllers and State Recovery Coordinator to coordinate recovery processes during and after an emergency;
- (c) to advise, on request, the Premier or the Ministerial Committee on matters related to recovery including –
 - (i) the appointment of a State Recovery Coordinator; and
 - (ii) the establishment of a Recovery Taskforce;
- (d) to oversee the transition of responsibility for recovery under [section 24F](#) ;
- (e) other functions in respect of recovery imposed on the State Recovery Advisor by the Premier;
- (f) other functions in respect of recovery imposed on the State Recovery Advisor by the Ministerial Committee;
- (g) other functions imposed by this or any other Act;
- (h) prescribed functions.

Subdivision 2 - Recovery Taskforce and Recovery Committees

24C. Recovery Taskforce

- (1) The Premier may determine that a Recovery Taskforce is to be established to support recovery during or after an emergency.
- (2) If the Premier is not available to make a determination under [subsection \(1\)](#) , the Ministerial Committee may determine that a Recovery Taskforce is to be established to support recovery during or after an emergency.
- (3) If the Premier or Ministerial Committee makes a determination under [subsection \(1\)](#) or [\(2\)](#) , the Secretary responsible to the Premier is to establish a Recovery Taskforce in accordance with that determination.

**24D. State Recovery Coordinator**

- (1) The Premier may appoint, in writing, a State Recovery Coordinator to lead a Recovery Taskforce.
- (2) If the Premier appoints a State Recovery Coordinator under [subsection \(1\)](#), the Premier –
 - (a) is to specify in the instrument of appointment –
 - (i) the term of the appointment; and
 - (ii) the functions of the State Recovery Coordinator; and
 - (b) is to notify the State Controller of the appointment.
- (3) If a person appointed as a State Recovery Coordinator is a State Service officer or State Service employee, he or she may be appointed as a State Recovery Coordinator in conjunction with his or her State Service employment.

24E. Recovery Committees

- (1) The Ministerial Committee, the State Controller, the State Recovery Advisor or a State Recovery Coordinator may establish a committee, or more than one committee, for one or more of the following purposes:
 - (a) coordinating recovery processes;
 - (b) engaging affected communities in recovery processes;
 - (c) any other purpose related to recovery.
- (2) When establishing a committee under [subsection \(1\)](#), the Ministerial Committee, the State Controller, the State Recovery Advisor or State Recovery Coordinator is to determine the chairperson, membership and terms of reference for the committee.

24F. Transition of responsibility

- (1) In this section –

relevant recovery authority means –

 - (a) the State Recovery Coordinator; or
 - (b) a person determined under [subsection \(3\)](#) to be a relevant recovery authority.
- (2) If a relevant recovery authority has been appointed or determined in relation to an emergency –
 - (a) the State Controller is to transfer all information in respect of the emergency to the relevant recovery authority as soon as practicable and to the satisfaction of the relevant recovery authority; and
 - (b) upon receipt by the State Controller of written confirmation by the relevant recovery authority of the completion of the transfer of information in accordance with [paragraph \(a\)](#), the relevant recovery authority is to have, and the State Controller is to cease to have, responsibility for the recovery process in relation to the emergency.
- (3) If no State Recovery Coordinator has been appointed under [section 24D](#) in relation to an emergency, the State Controller may determine one of the following to be a relevant recovery authority:
 - (a) the State Recovery Advisor;
 - (b) a specified State Service Agency.
- (4) For the avoidance of doubt, a person determined under [subsection \(3\)](#) to be a relevant recovery authority does not receive any additional functions or powers, under this or any other Act, solely on the basis of that determination.

Subdivision 3 - Municipal Recovery Coordinator**24G. Municipal Recovery Coordinator**

- (1) In this section –



general manager has the same meaning as in the [Local Government Act 1993](#).

(2) A general manager of a council may appoint a Municipal Recovery Coordinator for the municipal area governed by the council.

(3) A Municipal Recovery Coordinator may hold that office in conjunction with any other appointment, position or office.

(4) A Municipal Recovery Coordinator holds office for the period, and on the terms and conditions, specified in his or her instrument of appointment.

(5) If no Municipal Recovery Coordinator is appointed under this section, the Municipal Coordinator for the municipal area is to perform the functions and exercise the powers of a Municipal Recovery Coordinator as specified in [section 24H](#).

24H. Functions and powers of Municipal Recovery Coordinator

(1) A Municipal Recovery Coordinator has the following functions, for the purposes of the planning, review and implementation of recovery processes, in respect of the municipal area for which he or she is the Municipal Recovery Coordinator:

(a) prior to, during or subsequent to the occurrence of an emergency within the municipal area, to ensure that –

(i) arrangements are in place to implement recovery processes, including the establishment and coordination of evacuation centres and recovery centres; and

(ii) his or her instructions and decisions and the instructions and decisions of the Municipal Committee, Municipal Chairperson and Regional Controller are transmitted to, and adequately carried out by, persons to whom they are directed or relate;

(b) to advise the Regional Controller of any powers or declarations under this Act that are to be used, or made, for the purposes of recovery within the municipal area;

(c) to request resources of another municipal area if the Municipal Recovery Coordinator considers that those resources are necessary to implement recovery processes within the municipal area;

(d) to assist a recovery committee established under [section 24E](#) within the municipal area or a combined area;

(e) to assist and advise the Municipal Chairperson, the Municipal Committee or the relevant council on all matters with respect to recovery within the municipal area or a combined area;

(f) other functions in respect of recovery imposed on the Municipal Recovery Coordinator by the Municipal Committee or the Municipal Coordinator;

(g) other functions imposed on the Municipal Recovery Coordinator by this or any other Act;

(h) other functions imposed on the Municipal Recovery Coordinator by a Municipal Emergency Management Plan;

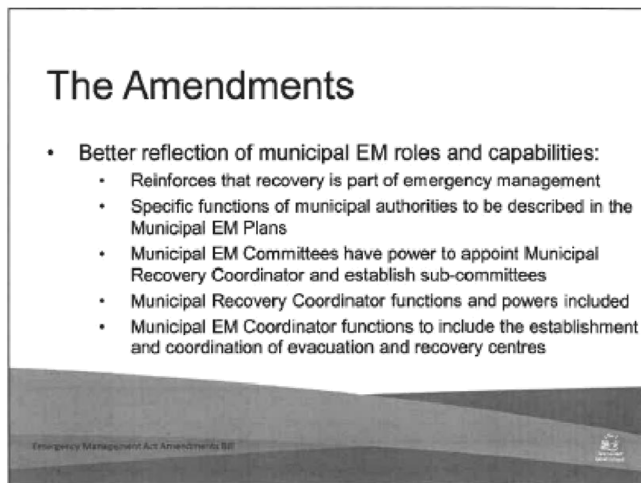
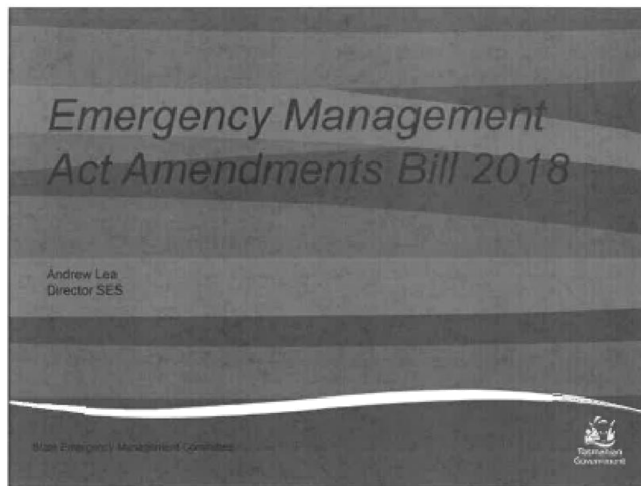
(i) prescribed functions.

(2) A Municipal Recovery Coordinator has the following powers:

(a) prescribed powers;

(b) the power to do all things necessary or convenient to perform his or her functions.

(3) If a Municipal Recovery Coordinator of a municipal area performs a function under [subsection \(1\)\(a\)](#), he or she is to notify the Municipal Coordinator for the municipal area of the performance of that function as soon as possible after he or she performs the function.





The Amendments

- Provide for Recovery:
 - Recovery Advisor (Sec DPAC unless otherwise determined)
 - Recovery Task Force (established by Premier)
 - Recovery Coordinator to lead Task Force (appointed by Premier)
 - Provisions for transition of responsibility for recovery from State Controller to Recovery Coordinator
 - Recovery Committee (established by State Controller or Recovery Coordinator)
 - Municipal Recovery Coordinator (appointed by Municipal EM Committee) with functions and powers

Emergency Management Act Amendments 2019

The Amendments

- Other:
 - Update nomenclature, eg, TEMP to TEMA
 - Adding resilience to definition of 'emergency management'
 - Additional definitions, where required, eg, 'recovery'
 - Executive Officers of EM committees to be appointed and not defaulted to SES or Municipal Coordinators
 - Extends same workers comp protection to Tasmanian volunteer emergency management workers as 'employed workers' while deployed outside of Tasmania (per *Workers Rehabilitation and Compensation Act 1988*)

Emergency Management Act Amendments 2019

5.3 SIGNAGE STRATEGY 2017-2022 YEAR 3 STATUS UPDATE

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- Strategy 3.3.1 Improve the City's physical access and connectivity focusing on linkages to and from key access points

SUMMARY

To report to Council on the progress of the actions outlined in Council's Signage Strategy 2017-2022 (the Strategy).

BACKGROUND

Council first developed and adopted a Signage Strategy in 2013 to further assist with the objectives and goals in the Council's Strategic Plan 2009-2030. This Strategy was revised as the current Signage Strategy 2017-2022 and adopted by Council at its meeting in February 2017 (Min IWC 02/17 refers).

A copy of the Signage Strategy can be found on Council's website at:

<http://www.devonport.tas.gov.au/Council/Publications-Plans-Reports/Council-Plans-Strategies>

The goal of the Strategy is to ensure that there is a consistent approach to the design and placement of non-regulatory signage for Council owned or supported attractions and facilities by:

- providing clear guidelines for design and type;
- providing clear approach to positioning;
- defining a Signage Hierarchy; and
- providing a clear process for assessment and prioritisation of signage replacements and new signage requests.

The Strategy action plan identifies the activities to be undertaken to meet the goals of the Strategy. This report provides an update on progress on those activities for the first year of the Strategy.

STATUTORY REQUIREMENTS

There are no specific statutory requirements relating to this report.

DISCUSSION

Achievements and progress for the first year of the Signage Strategy 2017-2022 are outlined in Attachment 1 of this report.

Six of the 20 actions have been completed, nine are in progress, four are ongoing and one is yet to commence.

Progress in the last year includes:

Action 6: An audit of guide signage from the Devonport Airport and Bass Strait ferry terminal to the City centre is underway. The inspections were completed in January 2020 and a report is being prepared that will propose improvements to:

- Attract an increased percentage of air and sea arrivals to Tasmania to the Devonport City Centre

- Provide a positive experience for those arrivals who choose to visit the Devonport City Centre



Welcome to Devonport Sign – Bass Highway

Action 7: Traffic data has been collected and compiled for the main City entrance routes to help determine the best location for City entrance markers. The westbound Formby Road offramp is the most used highway exit ramp with over 7,000 vehicles per day and a further 4,000 approaching from Devonport Road.



Traffic volumes – Formby Road and Devonport Road

The East Devonport eastbound offramp carries around 6,400 vehicles per day and the Don eastbound off ramp carries around 4,400 vehicles per day. Further analysis is required to

determine how much of this traffic originates from another region and how much is short journeys within Devonport.

Action 9: Cemetery signage has been developed and installation will commence at the Mersey Vale Memorial Park with other cemeteries to follow.



Cemetery signage design

Action 10: Map based signs in the CBD and Eastside Village were overlaid with updated maps in 2019. The new maps show the changes that have occurred in recent years, largely due to Living City.



Map based signage

Action 11: Wayfinding signage has been installed throughout Market Square, with the intention that this signage will be extended throughout the waterfront park as it is constructed.



Market Square signage

Action 18: Council has installed a small number of signs that contain Quick Response (QR) codes. QR codes can be read by a smartphone and provide a link to a webpage. For Council, this allows much more content to be available to the user than could be displayed on a sign. It also allows for content update, without updating the sign.



Action 21: Work is underway to incorporate signage into Council's existing asset management guidelines. Signage has been included in the asset register and in service level documents for some time. Project Transform – Council's asset management system implementation – will facilitate improvements to the way our signs are managed across Council's roads, parks, buildings and facilities.

COMMUNITY ENGAGEMENT

There was no community engagement as a result of this report.

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this report.

RISK IMPLICATIONS

- Political/Governance
Delivering the Strategy action plan demonstrates good governance.

CONCLUSION

Progress has commenced to implement the actions listed in the Signage Strategy 2017-2022, since it was adopted in February 2017.

ATTACHMENTS

1. Signage Strategy 2017-2022 Action Plan - Year 3 Status

RECOMMENDATION

That it be recommended to Council that the report of the Infrastructure and Works Manager be received and Council note the status of actions listed in the Signage Strategy 2017-2022.

Author:	Michael Williams	Endorsed By:	Matthew Atkins
Position:	Infrastructure & Works Manager	Position:	General Manager

Action Plan

Signage Strategy - Year 3 Status Update

No	Action:	Year Planned					Priority: H, M, L	Status	Outputs	Responsible Department
		2017/18	2018/19	2019/20	2020/21	2021/22				
	Objective 1: Improve the consistency, readability, placement, accessibility and connectivity of signage									
1	Develop a program to progressively update signage at all Council owned facilities where required.						High	Complete	A program has been developed to identify and prioritise signage requirements.	Infrastructure & Works
2	Develop and adopt a style guide for signage types detailed in this Strategy.						High	Underway	A style guide has been drafted and is being reviewed by staff.	Community Services/Infrastructure & Works
12	Conduct an audit of the existing signage and develop a program for correcting any identified issues and/or implementation of any required signage						High	Ongoing	Ongoing through service level inspections and responses to public requests	Infrastructure & Works/Community Services
16	Remove redundant signage when identified						Medium	Ongoing	Redundant signage is removed as it is identified.	Infrastructure & Works
19	Develop standard guidelines for signage installation.						High	Underway	Guidelines are being finalised	Infrastructure & Works
	Objective 2: Improve visitor's experience and enjoyment									
4	Review the current content of 'google maps' for Devonport and request updates when required.						High	Complete	Updates made for changes resultant from Living City (VIC, Art Gallery)	Community Services
6	Audit all 'Guide Signs' from the airport, Spirit of Tasmania Terminal and the Bass Highway into the City						Medium	Underway	Audit completed – report being prepared	Infrastructure & Works
7	Develop and implement a styling for Major Entrance Markers <ul style="list-style-type: none">Bass HighwayMurray StreetDevonport Road						Medium	Underway	Preliminary work on locations and project scope has commenced	Community Services/Infrastructure & Works
8	Review content of existing tourism information signage at Devonport Airport						High	Complete	Billboards updated for changes resultant from Living City (VIC). Most other content is not Devonport specific.	Community Services
	Objective 3: Make Devonport Precincts and attractions easier to navigate									
5	Conduct an audit of the existing signage for public amenities and develop a program for						High	Complete	An audit has been completed and required signage installed.	Infrastructure & Works

No	Action:	Year Planned					Priority: H, M, L	Status	Outputs	Responsible Department
		2017/18	2018/19	2019/20	2020/21	2021/22				
	implementing any identified improvements.									
10	Install Directional Signs in CBD area and Eastside Village						High	Underway	Map based signs updated	Infrastructure & Works
11	Identify opportunities to improve 'way finding' to key attractions within the City						High	Ongoing	Market Square signage installed	Community Services
Objective 4: Increase and improve walking/cycling connectivity and make walking/cycling more attractive										
	N/A – delivered by other actions									
Objective 5: Promote Council owned or supported local attractions and facilities										
9	Develop and implement a program for installation of Destination Signage at all Cemeteries in Devonport						Medium	Underway	Design prepared, installation scheduled for 2020 and 2021	Infrastructure & Works
13	Implement signage for Bass Strait Maritime Centre						High	Complete		Community Services
14	Develop and implement signage for Home Hill						Medium	Underway	Entry signage. Need for other site signage to be determined.	Community Services
15	Develop a program for designing and implementing interpretive signage						Medium	Yet to commence		Community Services
Objective 6: Prioritise investment and improve efficiencies in managing signage resources										
17	Apply for grant funding where possible to fund priorities of the strategy						Medium	Ongoing	No signage-specific grants available but able to integrate upgrades into grant funded projects in future (e.g. Coastal Pathway and LIVING CITY)	Community Services
18	Promote the use of digital technology for 'way finding'						Medium	Underway	Selected new signs now include Quick Response (QR) codes	Communications
20	Implement an assessment system to prioritise signage requests						High	Complete		Infrastructure & Works
21	Incorporate signage into existing asset management guidelines						Medium	Underway	Included in Project Transform (asset management system implementation)	Infrastructure & Works

5.4 WOODRISING - INFRASTRUCTURE REVIEW

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 2.3.5 Provide and maintain sustainable parks, gardens and open spaces to appropriate standards

SUMMARY

This report provides the findings of a review of the Council infrastructure provided in the Woodrising Area.

BACKGROUND

At its meeting in August 2019, Council resolved

"That Council investigate selling the vacant land at 16 Woodrising Avenue, keeping one block and a pathway for open space" (Min 166/19 refers)

Subsequently, Council's 2019-20 Corporate Action Plan includes a commitment to:

"Undertake a review of the provision of footpaths, public open space, etc in the Woodrising area (Spreyton)"

This review considers the sale of the vacant land in the context of all Council infrastructure provided in the area and the suitability of the asset-based services provided by the following asset types:

- Roads
- Paths
- Stormwater
- Public Open Space
- Buildings

The review considered the Woodrising area, bound by Mersey Main Road, Figure of Eight Creek, the Mersey River and the Devonport/Latrobe municipal boundary. The area consists of around 325 residential properties and is shown below in Figure 1.

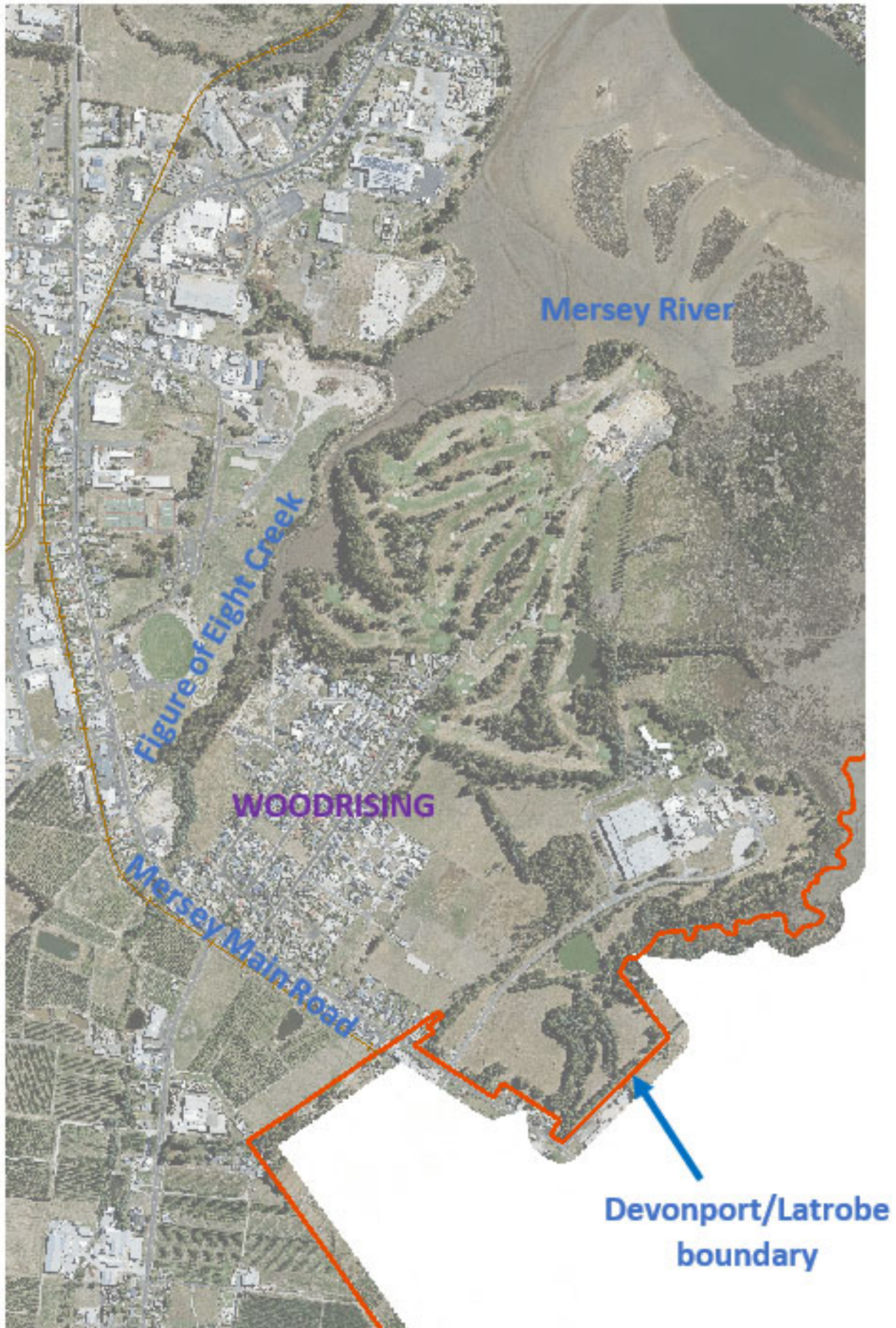


Figure 1: Woodrising Area

STATUTORY REQUIREMENTS

16 Woodrising Avenue is listed on Council's Public Land Register, so a process to sell all or part of the land must be in accordance with Section 178 of the *Local Government Act 1993*.

DISCUSSION

The Woodrising infrastructure review is attached to this report. A summary of each asset type is provided below:

Roads

Vehicle traffic in the Woodrising area is low with the main function of the road network being to provide access to residential properties.

Minor delays can be experienced at the intersection of Woodrising Avenue and Mersey Main Road. However, these delays are within acceptable limits and likely to be isolated to short peak periods.

The Woodrising road network is suitable for current and future use.

Paths

The path infrastructure in the Woodrising area is acceptable, with the path connectivity within the area comparable with other residential areas in Devonport. However, there is a lack of links to and from the area, which limits the opportunity for pedestrians and cyclist to travel to nearby destinations. Creation of these links would greatly enhance the pedestrian and cyclist experience for residents.

In the context of Council's Pedestrian Strategy 2016-2021, completion of path links within the area are considered a low priority. However, construction of the recreational path between Quoiba and Spreyton, which could include a bridge over Figure of Eight Creek is identified as a medium priority by Council's Bike Riding Strategy 2015-2020.

Stormwater

An assessment of the two urban catchments in the Woodrising area is included in Council's Stormwater System Management Plan (SSMP). The SSMP identified that the capacity of the piped system in both catchments is less than the capacity required by Council's Stormwater Strategy. Work is required to increase the capacity of the piped system, through either pipe upgrades or construction of detention basins. The public land at 16 Woodrising Avenue may be a suitable location for a detention basin, but further analysis is required. The risk rating relative to other catchments indicates this could become a priority in the next 5-10 years.

Public Open Space

There are various areas of public open space available to Woodrising residents, as shown in Figure 2 below:

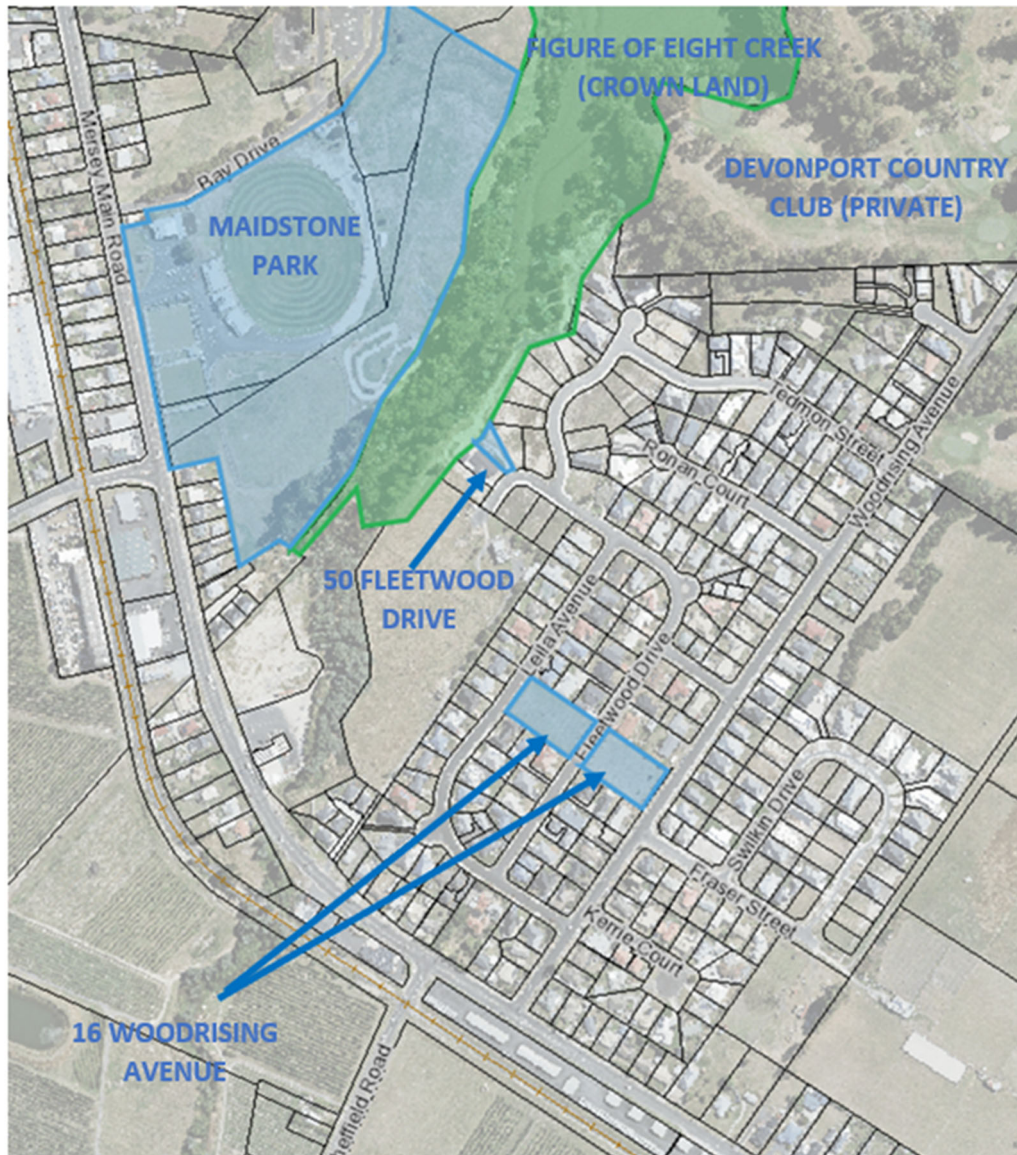


Figure 2: Public open space

There is adequate recreational space in the vicinity of the Woodrising Area with the large area of Maidstone Park contributing. The space provided within a short distance is probably generous, relative to other areas of Devonport.

However, the main issues for Woodrising residents are:

- Poor connectivity when walking or riding, as described earlier in this report
- Lack of facilities within the open spaces

The construction of a bridge over Figure of Eight Creek provides a connection between Woodrising and Maidstone and a path connection from Maidstone Park to Quoiba provides a continuous path to Devonport and beyond.

The review identified that strategically, Maidstone Park is preferred as the location for development of recreational facilities over 16 Woodrising Avenue, with objective to enhance Maidstone Park as the recreational and community hub of Spreyton. A program of work is proposed that includes renewal of the existing playground, provision of additional informal recreational facilities and suitable linking paths throughout Maidstone Park. It is recommended that the details of these proposals be refined through the development of a Master Plan for the site.

Buildings

The review identified that the existing public toilets at Maidstone Park require improvements to address accessibility, amenity and perception of public safety. Other buildings at Maidstone Park were excluded from the scope of the review but should be considered during the development of a Maidstone Park Master Plan.

Summary

The Woodrising Area has developed incrementally. As development has progressed, basic infrastructure has been provided, usually by the developer. However, the 325 residential properties now have poor access to recreational facilities, particularly for non-road transport modes (walking and riding). Access to recreational activities and spaces is important for physical and mental health of individuals and the strength of the community.

Maidstone Park is established as the sporting hub for Spreyton, so consolidation of further recreational developments in here is the preferred approach. Construction of pedestrian connections from Woodrising to Maidstone Park and beyond is an important first step to realising these benefits.

Further, the utilisation of Maidstone Park could be increased, making the site a vibrant recreational space and providing a focal point for Spreyton, which is experiencing strong residential growth. Internal path connections, along with relatively small investments in informal recreational assets and the existing toilet block at Maidstone Park could provide this.

Consideration of the disposal of all or part of 16 Woodrising Avenue should be deferred until details of the required stormwater upgrades are known and a review of Council's Public Open Space Strategy is complete.

Development of a Maidstone Park Master Plan that aligns with Council's relevant strategies allows for more detailed planning and community consultation to build on the broad recommendations of this report as well as the future need for buildings on the site, which were excluded from the review.

A prioritised action plan is proposed and is shown diagrammatically in Figure 3 below. Council should consider the proposed funding allocations when reviewing its Public Open Space Strategy, Bike Riding Strategy and developing its Forward Capital Works Program.



Figure 3: Priority actions

Whilst undertaking the infrastructure review, an assessment was made on the appropriateness of selling part of 16 Woodrising Avenue. The assessment determined that a sale should not occur until the following requirements can be met:

- An adequate pedestrian connection is provided to alternative public open space. That is, a bridge is constructed between Woodrising and Maidstone Park.
- Further investigation of future stormwater requirements determine that the land is not needed for a stormwater detention basin.

If these requirements can be met, then a land sale is possible. However, consideration should be given to the likely value of the land when contemplating a sale. The property is intersected by a stormwater main and overhead powerlines, which impacts potential building envelopes and therefore the value to a developer. The identified services are shown in Figure 4 below.



Figure 4: Services in 16 Woodrising Avenue

COMMUNITY ENGAGEMENT

Council has received requests for infrastructure from Woodrising residents and have considered those requests in the review. Some align with Council's strategic direction, but others are considered a low priority.

Recently, the Maidstone Park Management Controlling Authority (MPMCA) were invited to make comment on the proposed bridge over Figure of Eight Creek. The MPMCA expressed concerns about the bridge being used to access the Maidstone Park facilities, based on two issues:

- Unrestricted public access to an inconspicuous part of the park is likely to exacerbate the existing problem of dogs being exercised off leash.
- An additional access to the site will affect the sporting clubs' ability to charge gate fees for games and other events.

This position may conflict with that of the majority of Woodrising residents, the wider Spreyton community and Council's need to maximise the utilisation of the facilities it provides.

FINANCIAL IMPLICATIONS

A prioritised action plan is included in the attached review. The review recommends three high priority actions estimated to cost \$1,575,000.

The main component of this is the construction of the path from Spreyton to Quoiba, including a bridge over Figure of Eight Creek. This \$1,500,000 project should be considered from 2021-22 once Council's commitment to construction of the Coastal Pathway is complete. External funding may be available for this project which would significantly lessen the cost to Council.

The other high priority actions are:

- the development of a Maidstone Park Master Plan (\$40,000), which would refine and confirm the proposals from this review, as well as determine the future requirement for buildings on the site and secure buy-in from stakeholders.
- Improvements to the existing Maidstone Park public toilets (\$35,000)

These actions are recommended to commence from 2020-21.

Beyond the high priority actions, there are medium priority actions including:

- Upgrade of Fleetwood stormwater catchment – cost unknown
- Renewal of Maidstone Park playground - \$100,000 – from 2022-23
- Maidstone Park internal path network - \$100,000 - – from 2022-23
- Maidstone Park new recreation facilities - \$150,000 - – from 2023-24

The proposed funding allocations for 2020-21 and beyond should be considered during annual budget deliberations.

RISK IMPLICATIONS

- Asset & Property Infrastructure
The review identifies that most assets are fit for purpose but in some case new or upgraded assets are required to provide a suitable level of service to the community. Funding the construction of these assets must be done within the constraints of Council's Long Term Financial Plan. Council must ensure maximum utilisation of new and existing assets to ensure that value for money is achieved.
- Consultation and/or Communication
Ongoing consultation with MPMCA and the wider community is required as the actions from the review are implemented, particularly during the development of the Maidstone Park Master Plan.

CONCLUSION

A review of infrastructure in the Woodrising area has been undertaken. Several issues were identified, notably a lack of connectivity for non-road transport and a lack of recreational facilities. Providing a bridge from Woodrising to Maidstone Park and a path to Quoiba and upgrading the recreational facilities at Maidstone Park will address the issues identified and can increase utilisation of Maidstone Park. Consideration should be given to the priority actions during annual budget deliberations.

Further work, in both the planning and delivery of the actions identified in the review is required before it can be determined if part of 16 Woodrising Avenue should be sold.

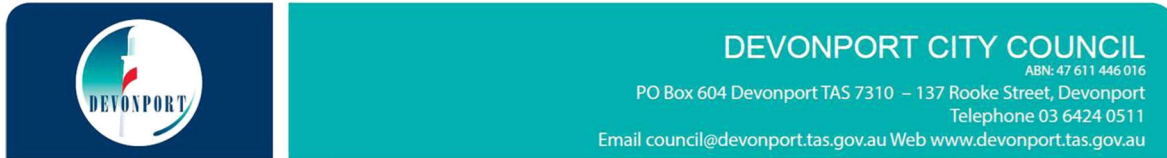
ATTACHMENTS

1. Woodrising Infrastructure Review

RECOMMENDATION

That it be recommended to Council that the report of the Infrastructure and Works Manager be noted and that the sale of 16 Woodrising Avenue not proceed at this point of time.

Author:	Michael Williams	Endorsed By:	Matthew Atkins
Position:	Infrastructure & Works Manager	Position:	General Manager



SUBJECT: Woodrising– review of public infrastructure

AUTHOR: Michael Williams

FILE: I&W SharePoint

DATE: December 2019

SUMMARY

This report is a review of the asset-based services provided by Council in the Woodrising area of Spreyton.

BACKGROUND

Council's 2019-20 Corporate Action Plan includes a commitment to:

"Undertake a review of the provision of footpaths, public open space, etc in the Woodrising area (Spreyton)"

The review is in response to a variety of requests for infrastructure over recent years and a recognition of the ongoing growth of the area.

The Woodrising area is considered to be the area bound by Mersey Main Road, Figure of Eight Creek, the Mersey River and the Devonport/Latrobe municipal boundary. The area consists of around 325 residential properties and is shown below in Figure 1.





Figure 1: Woodrising Area

The review will assess the suitability of the asset-based services provided by the following asset types:

- Roads
- Paths
- Stormwater
- Public Open Space
- Buildings

The level of asset-based service provided is generally determined by Council's strategic documents, so the following documents provide a point of reference for this review.

- Road Network Strategy
- Pedestrian Strategy 2016-2021
- Bike Riding Strategy 2015-2020
- Stormwater Strategy (under review)
- Public Open Space Strategy (under review)

ROADS

Vehicle traffic in the Woodrising area is low with the main function of the road network being to provide access to residential properties.

Around 1620 vehicles per day (as at 2016) travel on Woodrising Avenue near the intersection of Mersey Main Road before dispersing across the local road network.

Delays may be experienced at peak time by vehicles turning right out of Woodrising Avenue due to the volume of traffic on Mersey Main Road. However, these delays are within acceptable limits and likely to be isolated to short peak periods.

Increased traffic may result from events held at the recently completed Devonport Country Club. However, it would be rare for traffic to and from these events to coincide with a peak traffic period on Mersey Main Road.

The road infrastructure in the Woodrising area is suitable for current and future use.

PATHS

The path network within the Woodrising area is incomplete, with some older parts of the area lacking a continuous footpath, while newer areas have paths constructed on at least one side of the road. Council has connected some sections in recent years, although gaps remain. The current path network, with additions to be constructed in 2020 (in green) is shown in Figure 2 below.

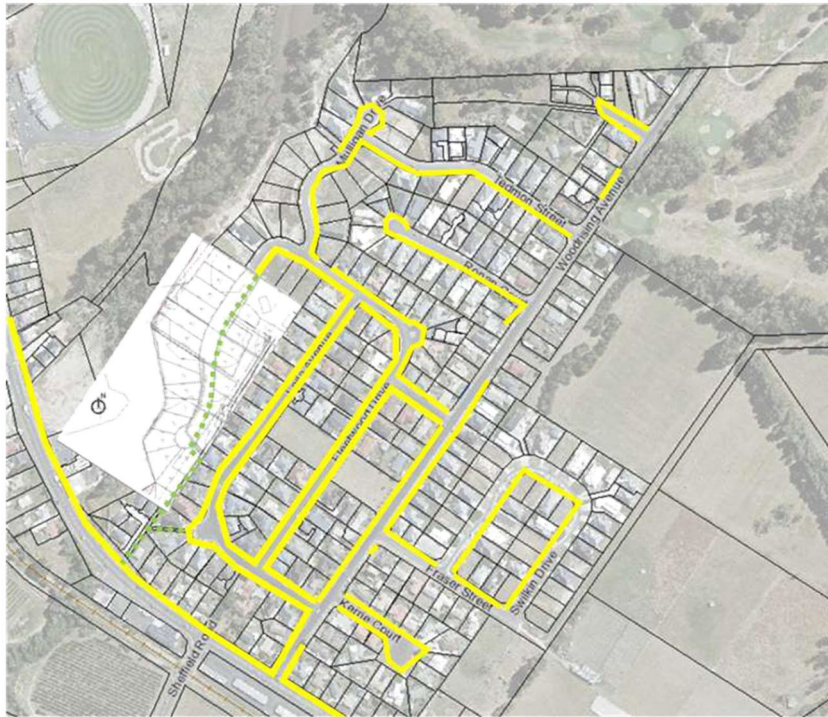


Figure 2: Woodrising path network

Currently the only pedestrian link in and out of Woodrising is from Woodrising Avenue onto Mersey Main Road, which is indirect and therefore unattractive for most pedestrians. A new pedestrian link will be established between Leila Avenue, Fleetwood Drive and Mersey Main Road as part of the approved subdivision, to be completed in 2020, which will provide a convenient link for Woodrising residents. Current pedestrian connectivity is quite poor but will improve as a result of this subdivision. Links in and out of Woodrising are shown in Figure 3 below



Figure 3: Path links in and out of Woodrising

Requests have been received for additions to the path network in the Woodrising area in recent years:

- Opening of walkway between Leila Avenue and Mersey Main Road
- Completion of continuous path on Woodrising Avenue for full extent
- Pedestrian connection across Figure of Eight Creek
- Completion of recreational path to Quoiba and Devonport
- Extension of path on North side of Mersey Main Road from 117 to Council boundary

These requests are shown in Figures 4 and 5 below.

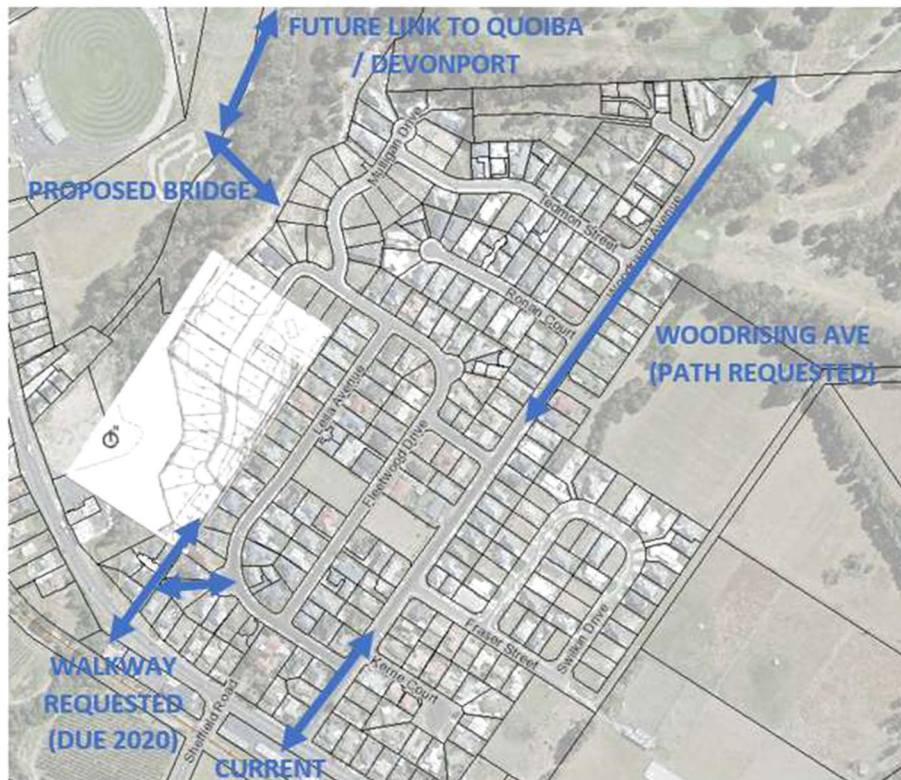


Figure 4: Path requests - Woodrising



Figure 5: Path requests – Mersey Main Road

The path infrastructure in the Woodrising area is acceptable, with the path connectivity within the area comparable with other residential areas in Devonport. However, there is a lack of links to and from the area, which limits the opportunity for pedestrians and cyclist to travel to nearby destinations. Creation of these links would greatly enhance the pedestrian and cyclist experience for residents.

In the context of Council's Pedestrian Strategy 2016-2021, completion of path links within the area are considered a low priority. Furthermore, the recent development application for the Devonport Country Club did not identify the incomplete Woodrising Avenue footpath as an issue for its operations.

Figure 6 below shows the low and very low walkability of the area, as defined in Council's Pedestrian Strategy 2016-2021 and based on the significant distance to shops, schools and other pedestrian generators.

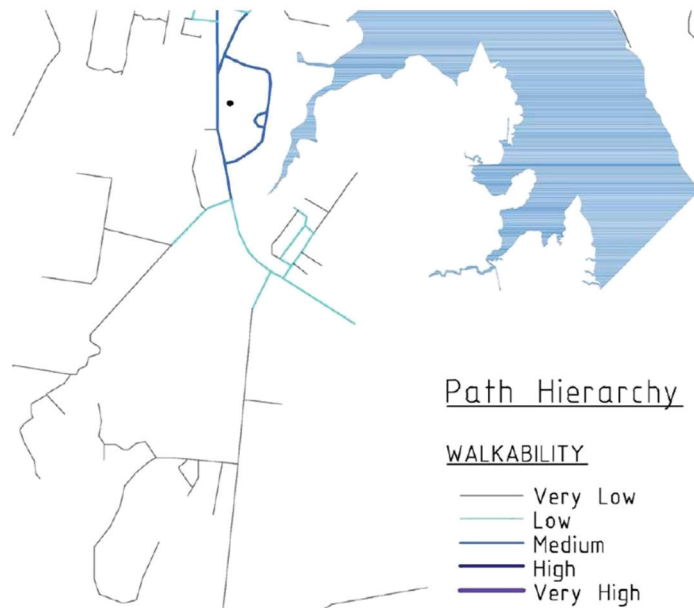


Figure 6 Woodrising walkability

However, construction of the recreational path between Quoiba and Spreyton, which could include a bridge over Figure of Eight Creek is identified as a medium priority by Council's Bike Riding Strategy 2015-2020.

STORMWATER

The Woodrising Area spans two urban Stormwater catchments; Fleetwood and Woodrising. In these catchments, stormwater runoff is collected from private properties and roads and transferred via a piped system to outlets into Figure of Eight Creek. The catchments are shown in Figure 7 below.

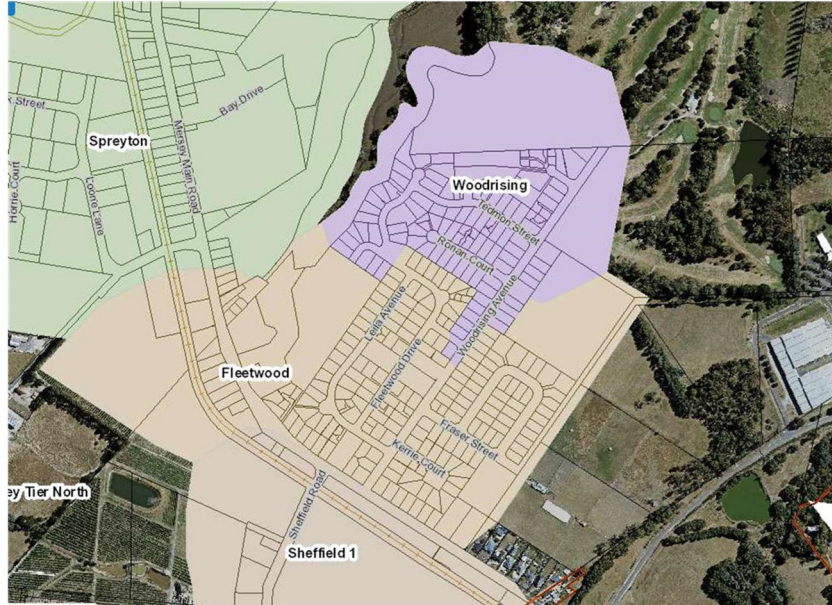


Figure 7: Stormwater catchments

These catchments were surveyed and modelled, and a risk assessment was undertaken in 2019 in preparation for Council's Stormwater System Management Plan (SSMP).

The SSMP identified that the capacity of the piped system in both catchments is less than the capacity required by Council's Stormwater Strategy. The risk to people or property from flooding in the Fleetwood catchment is medium, while in the Woodrising catchment, the risk is low-medium.

There isn't a documented history of flood reports from residents during heavy rain events, which supports the outcome of the risk assessment that there are no issues that require action in the short term.

Work is required to increase the capacity of the piped system, through either pipe upgrades or construction of detention basins. Areas of public open space, such as the two areas in the Fleetwood catchment can be ideal locations for detention basins and would be a cost effective way to increase the capacity of the system. The cost of upgrades increases significantly if the catchment is fully developed.

The SSMP identifies other catchments where the capacity of the stormwater system creates a higher risk from flooding than Fleetwood and Woodrising. However, work in the Fleetwood catchment (medium risk) could become a priority in the next 5-10 years.

PUBLIC OPEN SPACE

There are variety of open spaces in and around the Woodrising Area, as shown in Figure 8 below.

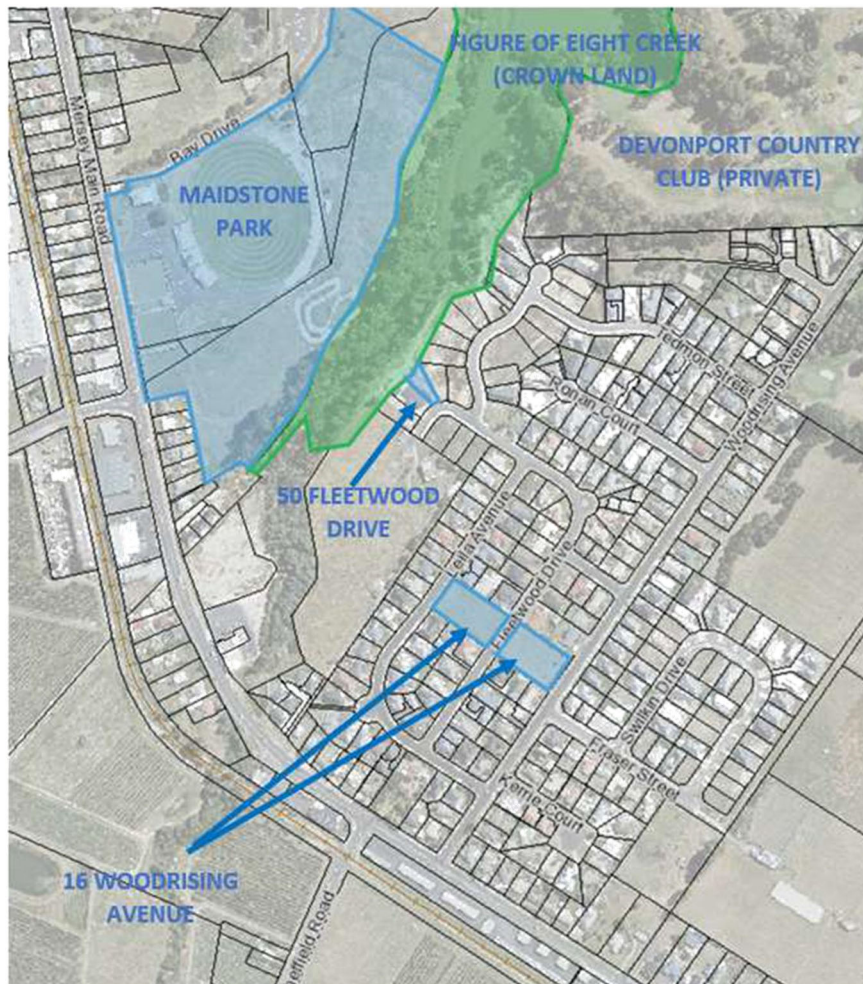


Figure 8: Open space locations.

Maidstone Park is a local sporting and recreational facility with a variety of features including

- Main oval used for football and cricket
- Second oval used for cricket
- Clubroom facilities for football and cricket
- Gymnastics club building (under construction)
- Memorial hall, with associated small playground
- Baseball diamond
- BMX track
- Public toilets
- Informal grassed areas surrounding the sports fields

Maidstone Park is on the opposite side of Figure of Eight Creek to Woodrising, but as described earlier, pedestrian connectivity is poor. Maidstone Park is used predominantly for organised sports – football, cricket and gymnastics from 2020 and less so for informal recreational activities. Much of the Maidstone Park has been reclaimed over a former rubbish dump, which has created geotechnical characteristics that make built infrastructure expensive or unfeasible.

The playground at the rear of the Memorial Hall was installed in 2007. The main play equipment is in fair condition, but the swings and other minor equipment is in poor condition and approaching end of life. The playground is likely to be underutilised relative to other Council playgrounds due to:

- the lack of path connections to it
- the small number of properties within walking distance to it
- it's somewhat hidden location (not visible from the adjacent roads)



Figure 9: Maidstone Park playground

The Crown Land including Figure of Eight Creek is not managed by Council. It has some environmental value and provides amenity to residents. However, it has been degraded by the previous adjacent land use and subsequent development.



Figure 10: Figure of Eight Creek Crown Land

50 Fleetwood Drive is a small but important parcel of land owned by Council. It provides a link between the Woodrising road network and the Figure of Eight Creek Crown Land. A path has been constructed on this land but was not approved as part of the subdivision.



Figure 11: 50 Fleetwood Drive

16 Woodrising Avenue includes two areas of undeveloped land with a total area of 5500m². These areas are grassed areas and trees have been progressively planted on the eastern side. Underground and overhead services impact the property.



Figure 12: 16 Woodrising Avenue

The Devonport Country Club is a large area of open space that includes a golf course, bowls and croquet greens and a function centre. The open space areas are generally restricted to members and their guests.

There is adequate recreational space in the vicinity of the Woodrising Area with the large area of Maidstone Park contributing. The space provided within a short distance is probably generous, relative to other areas of Devonport.

However, the main issues for Woodrising residents are:

- Poor connectivity when walking or riding, as described earlier in this report
- Lack of facilities within the open spaces

Strategically, Maidstone Park is preferred as the location for development of recreational facilities over 16 Woodrising Avenue. Maidstone Park has established parking areas and public toilets and is a convenient location for residents of Spreyton and Quoiba, who similarly have limited recreational facilities close by. Completing a connection across Figure of Eight Creek is an essential requirement of this approach.

Renewal of the playground when required by the condition of the existing assets creates an opportunity to revitalise Maidstone Park. New playground equipment, and a review of the location could increase the use of the playground and Maidstone Park as it becomes a focal point for families, which can flow to greater utilisation of the existing facilities.

Further addition of new recreational assets, with a presence for informal recreational use like fitness equipment, a skate park, trees, seats, tables and BBQs would attract people to the space, providing recreational options for various user needs. Improved pedestrian connectivity through Maidstone Park is an essential requirement of this approach. Consultation with Maidstone Park user groups and the wider community will be required to determine the preferred options and ensure integration with the current activities at Maidstone Park.

Recently, the Maidstone Park Management Controlling Authority (MPMCA) were invited to make comment on the proposed bridge over Figure of Eight Creek. The MPMCA expressed concerns about the bridge being used to access the Maidstone Park facilities, based on two issues:

- Unrestricted public access to an inconspicuous part of the park is likely to exacerbate the existing problem of dogs being exercised off leash.
- An additional access to the site will affect the sporting clubs' ability to charge gate fees for games and other events.

This position may conflict with that of the majority of Woodrising residents, the wider Spreyton community and Council's need to maximise the utilisation of the facilities it provides.

BUILDINGS

There are no Council buildings within the Woodrising area. There are several buildings on Maidstone Park but only the public toilets are relevant to this report, as they would be usable by Woodrising residents during recreational activities, if the connection over Figure of Eight Creek was completed as proposed.



Figure 13: Maidstone Park toilets

The toilet block was constructed in 2002 and is in suitable structural condition but has a very basic fit out and does not meet contemporary design requirements in terms of accessibility, amenity and perception of public safety. Its location on the Bay Drive frontage of Maidstone Park provides access from the road and it can be accessed from the park as well. This dual purpose increases the utilisation but exacerbates the public safety concerns. It has a written down value of around \$70,000 so it needs to remain in service for many more years to avoid a significant loss on disposal.

There are arguably more suitable locations for public toilets and the preferred location may change as the site is developed. There are also toilets within many of the sports clubrooms that perhaps could be expanded and modified for public use. However, the written down value of the structure is likely to make any major changes in the short and medium term poor value for money. However, minor improvements could be made in the short term to address accessibility, amenity and perception of public safety.

The assessment of the suitability of other buildings at Maidstone Park is outside the scope of this report. The current and future suitability should form part of a Maidstone Park Master Plan, the development of which should be considered a priority for Council over the next two years.

SUMMARY

The Woodrising Area has developed incrementally. As development has progressed, basic infrastructure has been provided, usually by the developer. However, the 325 residential properties now have poor access to recreational facilities, particularly for non-road transport modes (walking and riding). Access to recreational activities and spaces is important for physical and mental health of individuals and the strength of the community.

Maidstone Park is established as the sporting hub for Spreyton, so consolidation of further recreational developments in here is the preferred approach. Construction of pedestrian connections from Woodrising to Maidstone Park and beyond is an important first step to realising these benefits.

Further, the utilisation of Maidstone Park could be increased, making the site a vibrant recreational space and providing a focal point for Spreyton, which is experiencing strong residential growth. Internal path connections, along with relatively small investments in informal recreational assets and the existing toilet block at Maidstone Park could provide this. However, a change in mindset from the MPMCA would be required to realise this potential.

Consideration of the disposal of all or part of 16 Woodrising Avenue should be deferred until details of the required stormwater upgrades are known and a review of Council's Public Open Space Strategy is complete.

Development of a Maidstone Park Master Plan that aligns with Council's relevant strategies allows for more detailed planning and community consultation to build on the broad recommendations of this report as well as the future need for buildings on the site, which were excluded from this report.

A prioritised action plan is proposed below. Council should consider the proposed funding allocations when reviewing its Public Open Space Strategy, Bike Riding Strategy and developing its Forward Capital Works Program.

Woodrising Infrastructure – Action Plan

Recommendation	Estimated Cost	Local Priority	Strategic Priority	Next Steps
Roads				
Nil				
Paths				
Completion of recreational path to Quoiba and Devonport, including a pedestrian connection across Figure of Eight Creek	\$1,500,000	High	High	Seek external funding. Consider Council contribution to project from 2021-22 subject to priorities identified in Bike Riding Strategy review
Completion of continuous path on Woodrising Avenue for full extent	\$100,000	Medium	Very Low	No action
Extension of path on North side of Mersey Main Road from 117 to Council boundary	\$100,000	Low	Low	No action
Stormwater				
Upgrade capacity of Fleetwood catchment	Unknown	Low	Medium	Consider integration of future stormwater upgrades in other works. Consider available POS for detention basin
Upgrade capacity of Woodrising catchment	Unknown	Low	Low-Medium	No action
Public Open Space				
Renewal/Upgrade of Maidstone Park playground at most suitable location	\$100,000	High	Medium	Add project to forward capital work program for 2022-23.

Improved path linkages between public facilities within Maidstone Park (e.g. toilet, new playground, existing access points)	\$100,000	Medium	Medium	Add project to forward capital work program for 2022-23.
Provision of additional recreational assets	\$150,000	High	Medium	Consider budget allocation in 2023-24 subject to priorities identified in Public Open Space Strategy review and Maidstone Park
Disposal of all/part of 16 Woodrising Avenue	Profit TBA	Low	Medium	Assess cost-benefit of disposal once Figure of Eight Creek Bridge is constructed and once concept plans for Fleetwood stormwater catchment are developed. All subject to priorities identified in Public Open Space Strategy review
Develop a Master Plan for Maidstone Park	\$40,000	Medium	High	Consider delivery methodology and suitable budget allocation in 2020-21 or 2021-22
Buildings				
Assess the suitability of building assets at Maidstone Park for future use. Develop a Master Plan for the site	Included above	Medium	High	Consider delivery methodology and suitable budget allocation in 2020-21 or 2021-22
Improvements to existing toilet buildings	\$35,000	Medium	High	Consider operational budget allocation in 2020-21 or 2021-22

Woodrising Infrastructure – Action Plan - Priorities



6.0 INFRASTRUCTURE AND WORKS BI-MONTHLY UPDATE

6.1 DEVELOPMENT AND HEALTH SERVICES REPORT

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

Strategy 5.4.1 Provide timely, efficient, consistent services which are aligned with and meet customer needs

SUMMARY

This report provides a summary of the activities undertaken by the Development Services Department for the months of December 2019 and January 2020.

BACKGROUND

This report is provided to the bi-monthly Infrastructure, Works and Development Committee meeting to summarise the activities of the Development Services Department in the preceding two months.

The Council functions undertaken by the Department are:

- Planning;
- Building and Plumbing Services;
- Environmental Health;
- Animal Control; and
- Risk and Regulatory Compliance Services.

STATUTORY REQUIREMENTS

In carrying out its activities, the Development Services Department is required to ensure compliance with a substantial amount of legislation and regulation. The principal legislation administered by the Department includes the:

- *Local Government Act 1993*
- *Land Use Planning and Approvals Act 1993*
- *Building Act 2016*
- *Building Regulations 2016*
- *Public Health Act 1997*
- *Food Act 2003*
- *Environmental Management and Pollution Control Act 1994*
- *Dog Control Act 2000*
- *Devonport Interim Planning Scheme 2013*
- *Work Health and Safety Act 2012*

DISCUSSION

1. State Planning Scheme/Local Provisions Schedules

Council continues to progress towards finalising its draft Local Provisions Schedule (LPS) with the Tasmanian Planning Commission (TPC). The LPS will form part of a single state-wide planning scheme to be known as the Tasmanian Planning Scheme.

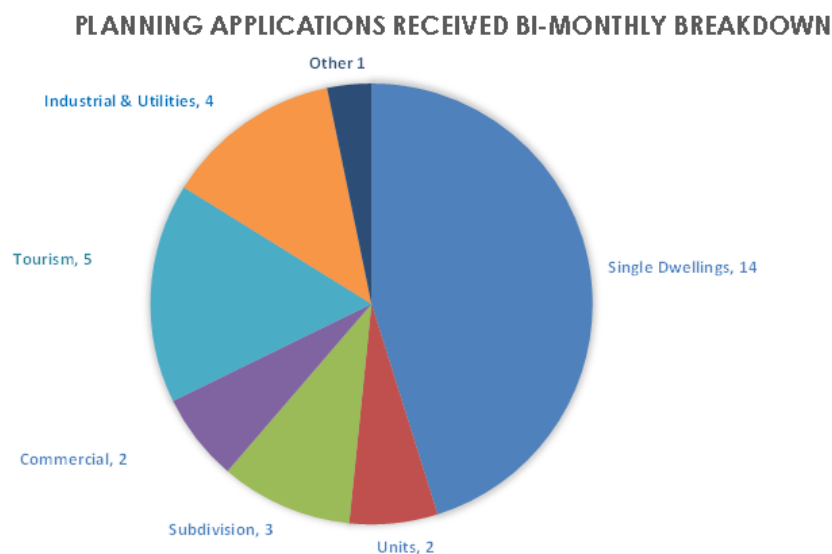
The draft LPS package (which includes a full set of zone and code maps and supporting documentation) was submitted to the TPC for review in mid-2019.

Council understands that the Commission is close to finalising its review of the draft LPS after which time it will be made available for a statutory public exhibition period of 60 days. Council expects to receive the direction from the Commission to proceed to public exhibition sometime in the first quarter of 2020.

2. Planning

2.1. The State Government through the Planning Policy Unit (PPU) have provided further information regarding the recently adopted *Short Stay Accommodation Act 2019*. This information has been provided for the general public via their website: <https://www.planningreform.tas.gov.au/updates/short-stay-accommodation-act-2019>

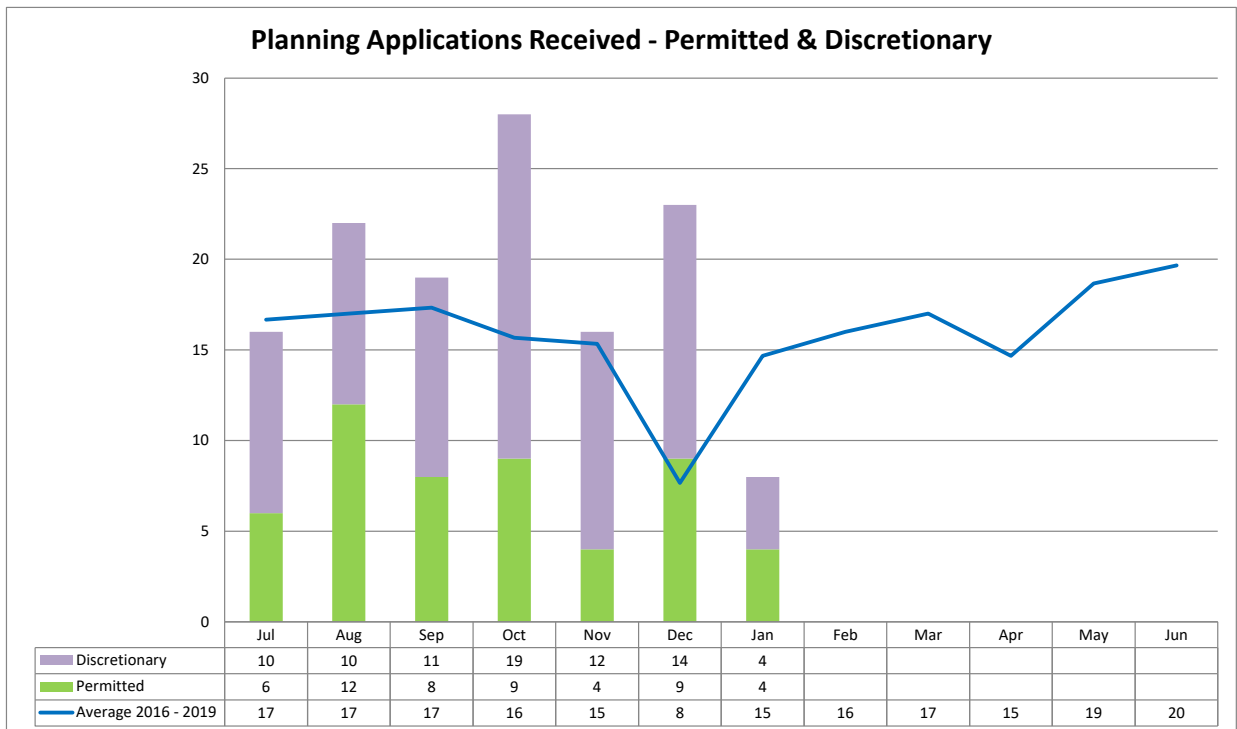
2.2. The following graph details the breakdown of planning applications received during December and January:



Note:

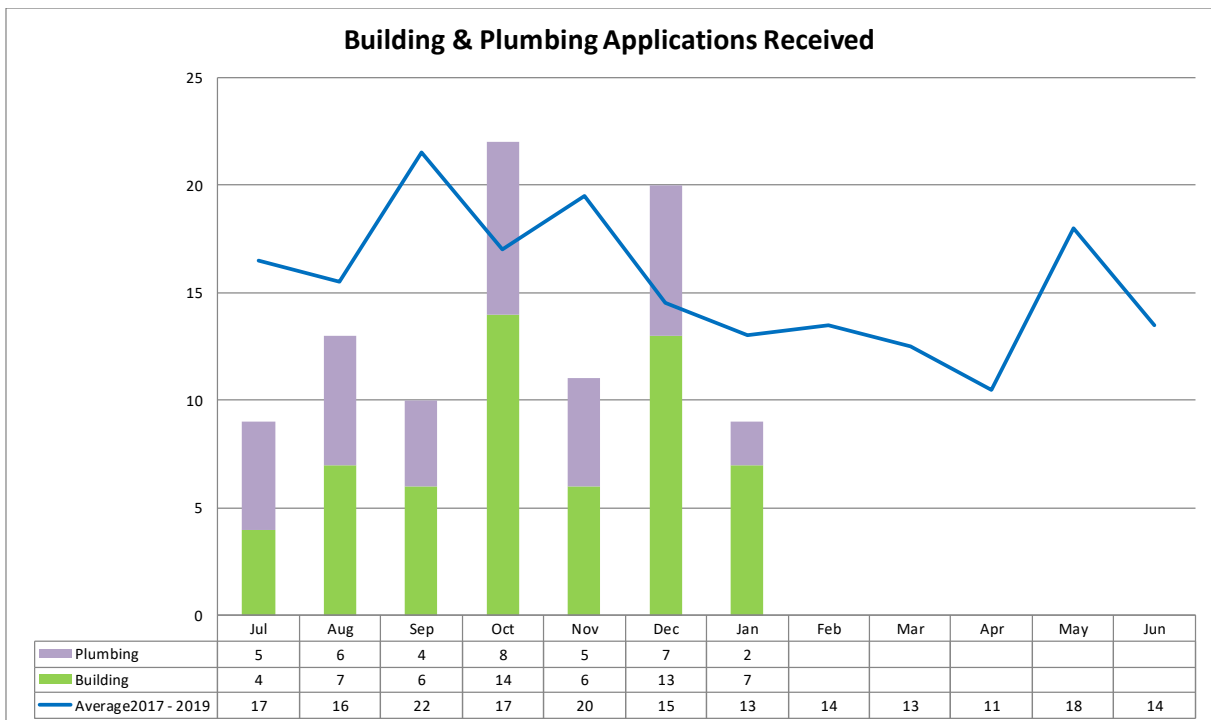
- Single Dwellings – means single residential dwelling on a single lot.
- Units – means two or more dwellings on a site.
- Subdivision – means the division of a single lot into multiple lots giving separate rights of occupation, excluding boundary adjustments.
- Commercial – means bulky goods sales, business and professional services, community meeting and entertainment, educational and occasional care, equipment and machinery sales and hire, food services, general retail and hire, hotel industry, research and development.
- Tourism – means tourist operations and visitor accommodation.
- Industrial and Utilities – means extractive industry, manufacturing and processing, port and shipping, recycling and waste disposal. Resource processing, service industry, storage, transport depot and distribution, utilities, vehicle fuel sales and service.
- Other – means all other use classes.

- 2.3. 18 Discretionary Planning Applications and 13 Permitted Planning Applications were received in December and January. The following graph details the number of Planning Applications received compared to previous years:

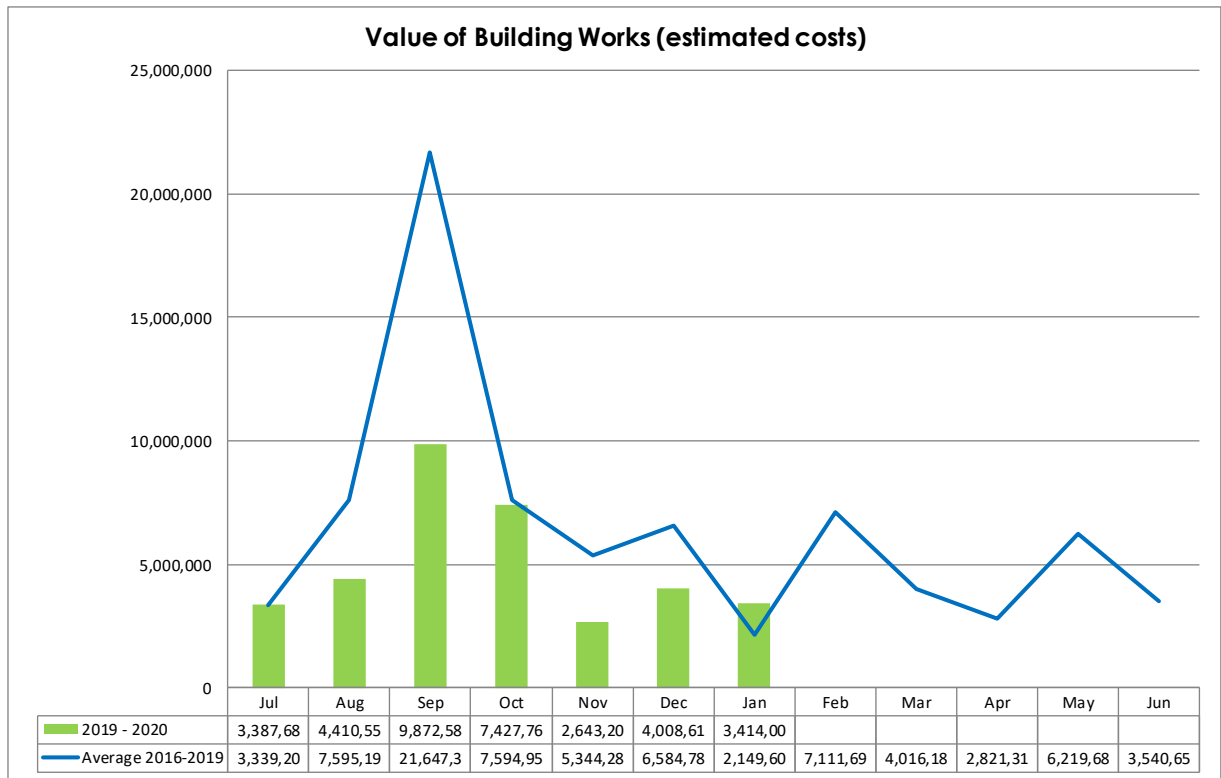


3. Building/Plumbing

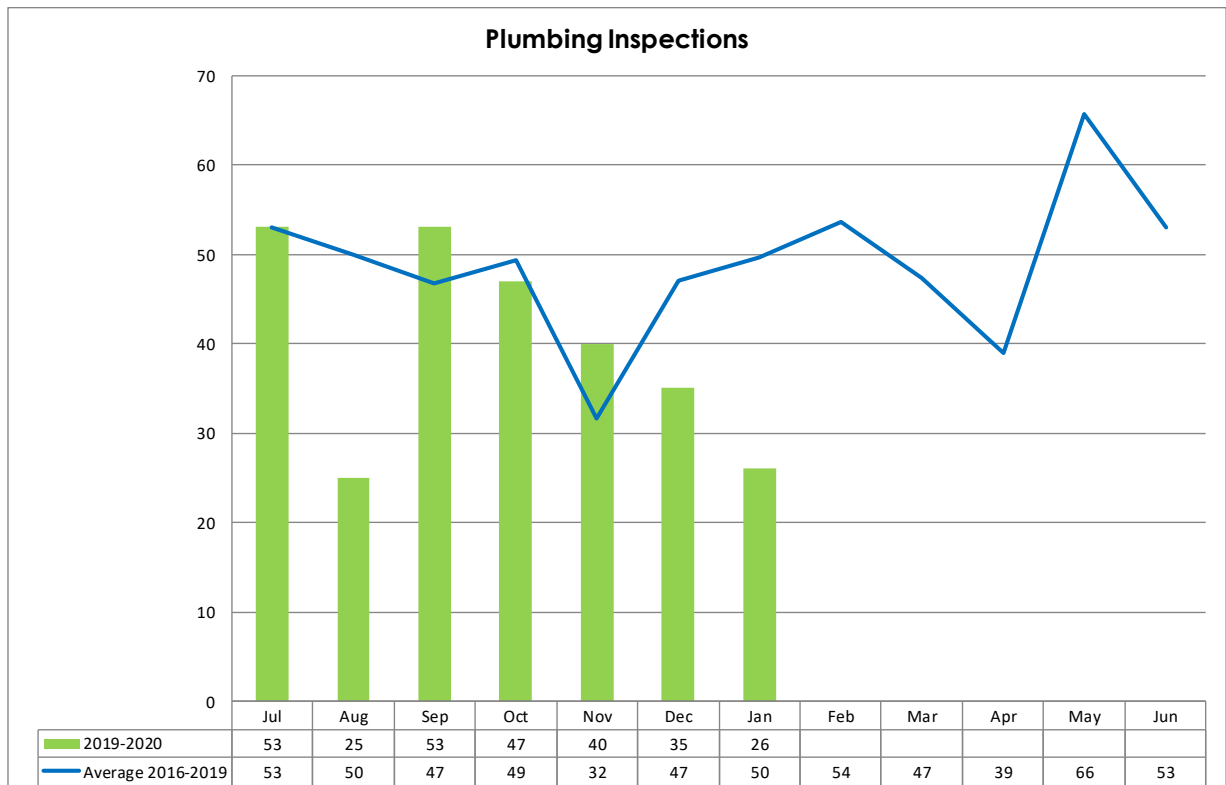
- 3.1. 20 Building Applications and 9 Plumbing Applications were received in December and January. The following graph details the Building and Plumbing Applications compared to the previous year:



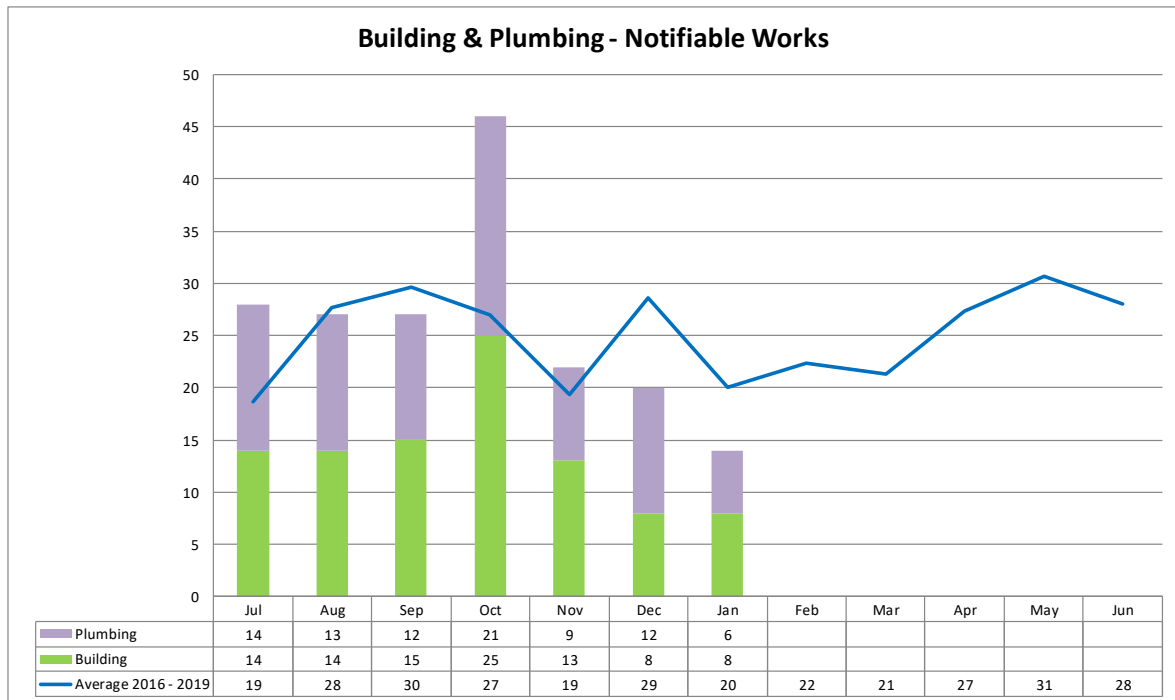
- 3.2. Building Applications for \$4,008,615 worth of building works was received in December and \$3,414,000 in January. The following graph details the value of buildings works received compared to previous years:



- 3.3. 35 plumbing inspections were carried out in December and 26 in January. The following graph details the number of plumbing inspections carried out this financial year compared to previous years:

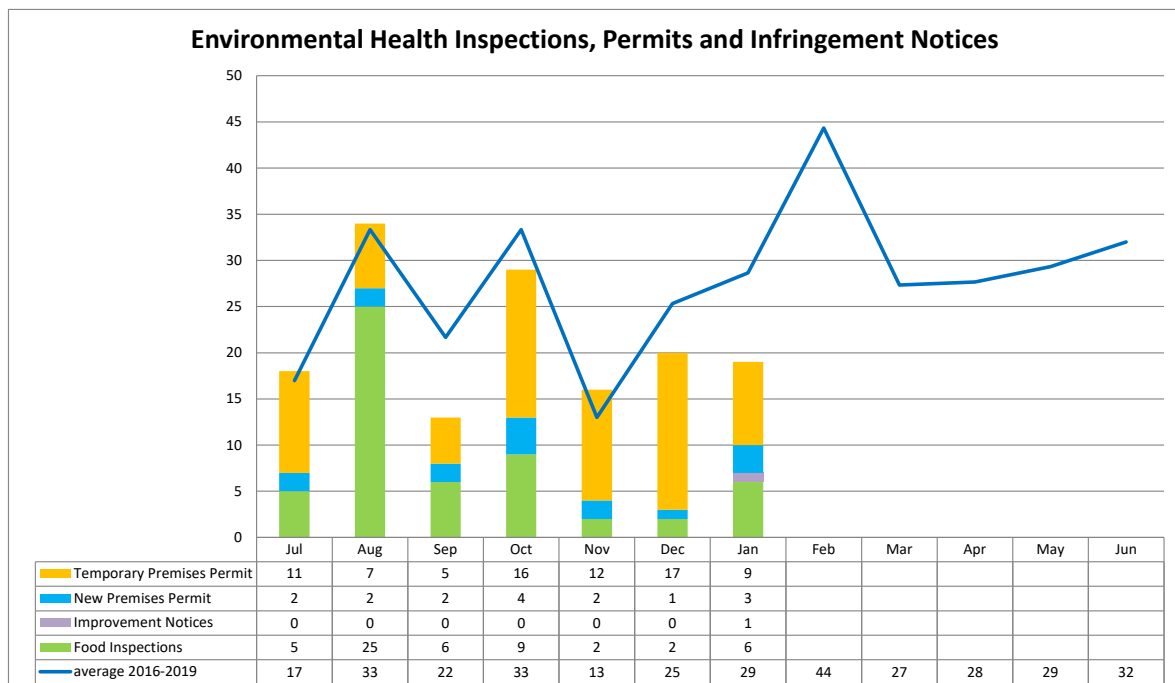


3.4. The following graph details the notifiable works received for building and plumbing that have been issued this year compared to previous years:



4. Environmental Health

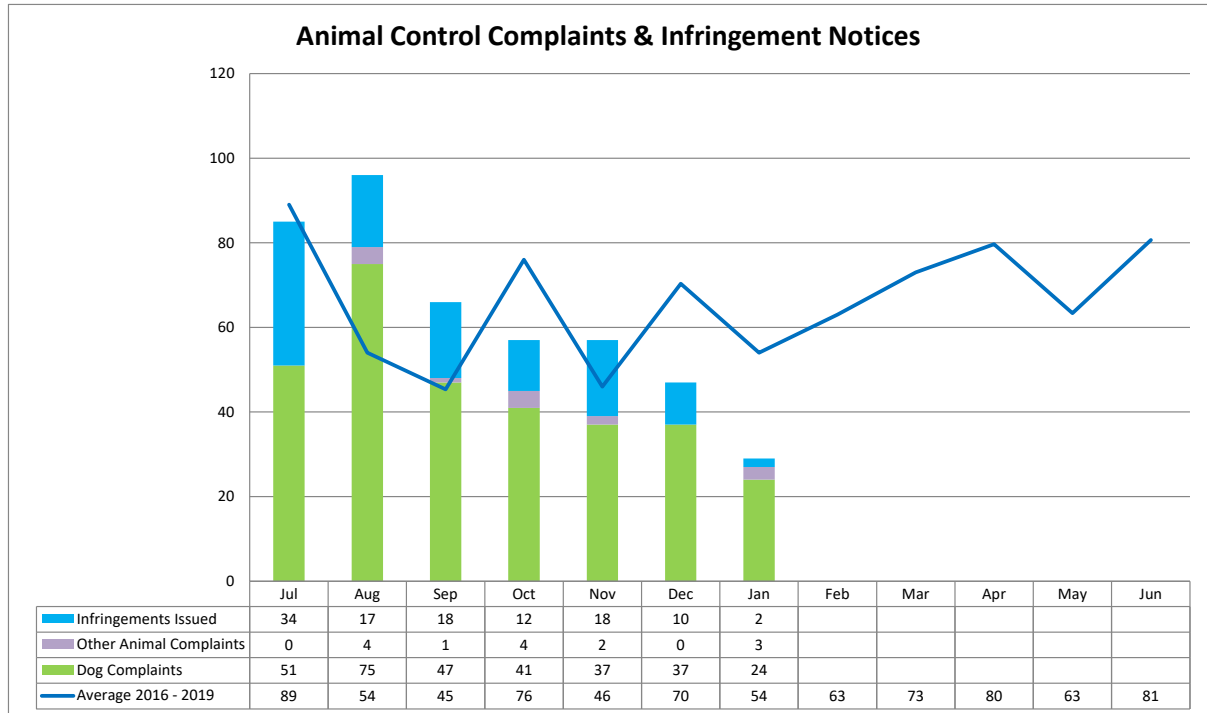
4.1. The following graph details the inspections, permits and infringement notices that have been issued by the Environmental Health Officers this year compared to previous years:



5. Animal Control

5.1. At the end of January there were 3,804 dogs registered in Devonport.

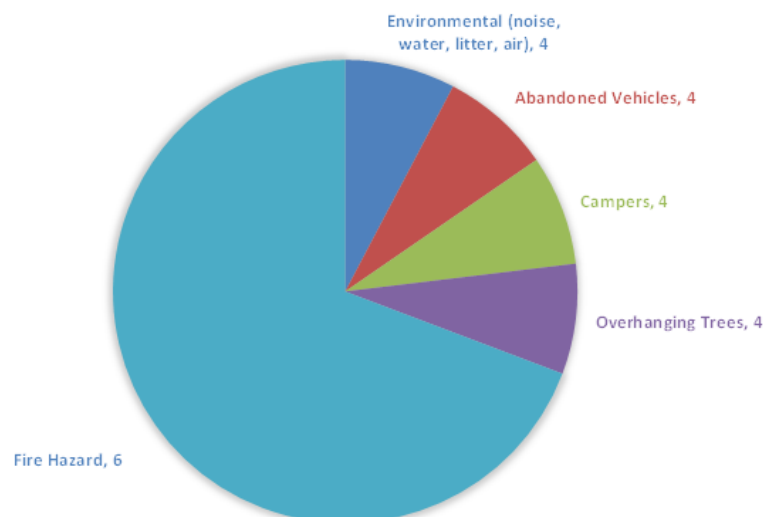
- 5.2. In December and January, a total of 64 animal complaints were received. These complaints predominately related to dog attacks, dogs at large and barking dogs. All complaints were responded to within two working days.
- 5.3. The following graph details the number of animal complaints for this financial year compared to the same period last year:



6. Risk and Compliance

- 6.1. The Environmental Protection Authority (EPA) have advised that the amendments to the Litter Act 2007 and the Litter (infringement Offences) Regulations have commenced. The amendments have increased the penalties for large scale dumping of rubbish to act as a deterrent. The letter from the EPA detailing the amendments is Attachment 1.
- 6.2. The following graph details the breakdown of the complaints received by the Risk Department during December and January:

COMPLAINTS RECEIVED BI-MONTHLY BREAKDOWN



- 6.3. Fourteen internal incidents and nine external incidents were reported during December and January. The following table details the types of incidents:

Internal Incident Type	No. of Reports	Description
Personal Injury	3	<ul style="list-style-type: none"> Head injury Hand injuries
Property Damage	5	<ul style="list-style-type: none"> Damage to letterbox Break in Works Depot Damage to road Damage to boundary fence Parking meter stolen
Motor Vehicle	3	<ul style="list-style-type: none"> Damage to Plant and equipment Cracked windscreen
Near hit	3	<ul style="list-style-type: none"> Pedestrian hazards Manual handling hazard
External Incident Type	No. of Reports	Description
Personal Injury	5	<ul style="list-style-type: none"> Head injury Trips & falls Reaction to vegetation
Motor Vehicle	1	<ul style="list-style-type: none"> Cracked windscreen
Hazard	1	<ul style="list-style-type: none"> Unauthorised entry into buildings
Near Hit	2	<ul style="list-style-type: none"> Equipment hazard Pedestrian hazard

- 6.4. The following table details the breakdown of actual claims:

	Internal Incidents	External Incidents
Actual Claims	0	0
Actual Claim Costs	\$0	\$0

COMMUNITY ENGAGEMENT

The information provided above details any issues relating to community engagement.

FINANCIAL IMPLICATIONS

Any financial implications arising out of this report will be reported separately to Council.

RISK IMPLICATIONS

There are no specific risk implications as a result of this report.

CONCLUSION

This report is provided for information purposes only as it relates to the activities of the Development Services Department in December 2019 and January 2020.

ATTACHMENTS

1. EPA Letter - Amendments to Litter Act 2007

RECOMMENDATION

That it be recommended to Council that the Development and Health Services Report be received and noted.

Author:	Kylie Lunson	Endorsed By:	Matthew Atkins
Position:	Development Services Manager	Position:	General Manager

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Our Ref: AW-SM-LS-AB-256032



17 December 2019

To whom it may concern,

NEW LITTER OFFENCES UNDER THE LITTER ACT 2007 ARE NOW IN FORCE

As of 13 December 2019, amendments to both the *Litter Act 2007* and the *Litter (Infringement Offences) Regulations* have commenced. These amendments provide a spectrum of penalties for large scale dumping of rubbish and increase the penalties for corporate offenders.

Previously the maximum penalty for littering was 50 penalty units (\$8400*) for anything over 55 litres (~a large garbage bag). Such a relatively low amount was unlikely to act as a deterrent to more serious or large scale dumping of material such as tyres, asbestos and building waste.

The amendments have been incorporated into the primary legislation and are available to view on the Tasmanian Legislation Website (www.legislation.tas.gov.au).

In summary, the new range of offences under section 9 of the Act are as follows: -

- Depositing a single item of litter = 2 penalty units (\$336*)
- Depositing litter with a volume greater than a single item of litter but less than 55 litres (~one large garbage bag) = 20 penalty units (\$3360*);
- Depositing litter with a volume between 55 litres and 2 cubic metres (~1 large trailer load) = 50 penalty units (\$8400*);
- Depositing litter with a volume of between 2 and 10 cubic metres (~1 large truckload) = 100 penalty units for an individual (\$16,800*) or 200 penalty units for a business (\$33,600*).
- Depositing litter with a volume exceeding 10 cubic metres = 200 penalty units for an individual (\$33,600*) and 500 penalty units for a business (\$84,000*).

An authorised officer's assessment of the quantity of litter deposited is taken as evidence of that fact in the absence of evidence to the contrary (section 51(2)). This is to assist the prosecution of offences, and means that the onus is reversed and it is up to the offender to provide evidence refuting the authorised officer's assessment.

A new offence exists for destroying, damaging, removing or interfering with a recording camera being used for the detection and investigation of unlawful disposal of litter (section 9A).



The new offences have been added to the Schedule of Infringement Offences in the Regulations so that on the spot fines can be issued. The Infringement penalties are set at 10% of the maximum penalty under the Act. Please see Schedule 1 of the *Litter (Infringement Offences) Regulations 2011* for a complete list of infringement penalties.

Serious examples of offending should proceed by way of prosecution. In addition to a fine, the court has the power to order the forfeiture of any vehicle, vessel or trailer used in illegal dumping. The court can also impose a special penalty requiring the repayment of any monetary benefit received as a result of the offence, e.g. any payment received to properly discard the waste or the saving of landfill gate fees. See section 9B.

These amendments are an important part of the ongoing work in waste policy and the resource recovery sector, and coincide with the introduction of the online application to improve litter reporting (<https://rubbish.epa.tas.gov.au/>).

It would be appreciated if this information could be disseminated to the relevant parties in your organisation. If you have any queries, please contact Kerryne Barwick as per the details at the head of this correspondence.

Yours sincerely

Martin Read
DEPUTY DIRECTOR
EPA TASMANIA

*Penalty units increase in value each financial year. A penalty unity is currently \$168.

6.2 INFRASTRUCTURE AND WORKS REPORT

RELEVANCE TO COUNCIL'S PLANS & POLICIES

Council's Strategic Plan 2009-2030:

- Strategy 5.4.1 Provide timely, efficient, consistent services which are aligned with and meet customer needs

SUMMARY

This report provides a summary of the activities undertaken by the Infrastructure and Works Department during the months of December 2019 and January 2020.

Due to the timing of the report, much of the monthly data excludes January.

BACKGROUND

The report is provided to the Infrastructure, Works and Development Committee and aims to update Councillors and the community on matters of interest. The functional areas of Council covered by this report are:

- Asset Management Program (forward planning and maintenance)
- Capital Works
- Roads, Footpaths and Cycleways
- Streetscape Design (including lighting, signs, furniture, vegetation)
- Stormwater Management
- Traffic Management
- Waste Management
- Recreation Reserves (including playgrounds, parks and gardens)
- Sporting Grounds and Facilities
- Tracks and Trails
- Public Buildings (including public halls, toilets)
- Marine Structures (including jetties, boat ramps)
- Recreation and open space planning

STATUTORY REQUIREMENTS

Council is required to comply with the provisions of the *Local Government Act 1993* and other relevant legislation.

DISCUSSION

1. Capital Works Program

- 1.1. In December and January, progress was made on the 2019/20 capital works program.

The Capital Works Income & Expenditure Report was provided to the Governance, Finance & Community Services Committee in January.

- 1.2. The construction of the children's memorial pavilion at Mersey Vale Memorial Park is complete. Landscaping and reinstatement will occur over the next few months, but dry conditions and the local wildlife present challenges.

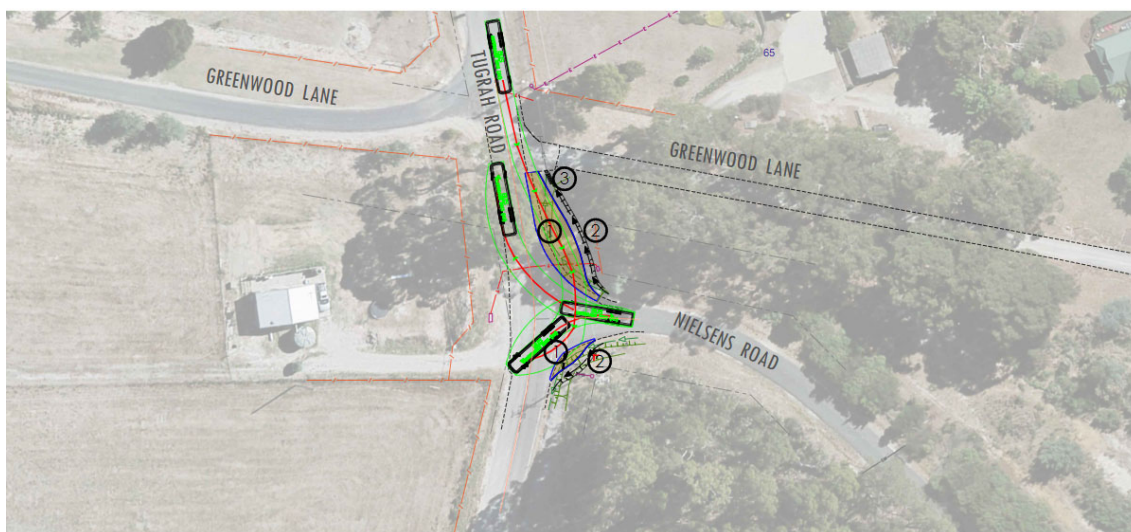
- 1.3. The installation of stage 2 of the Modern Burial System at Mersey Vale Memorial Park is well advanced. Completion of the 300 burial plots is expected in March. Allowing for reinstatement and establishment of the grass cover, reservations may be possible from July.



- 1.4. The path renewal through Mary Binks wetlands is complete. Mosaic pavers procured through Council's public art program will be installed in the path in coming weeks.



- 1.5. Work on the Tugrah Road bus turn facility was originally scheduled to be completed in the School holidays but has been delayed until Tas Networks can move a power pole clear of the work area.



- 1.6. Work is progressing on the roundabout at Berrigan Road and Lyons Avenue and nearby road renewal on Forbes Street. As previously advised, delays were encountered as power poles were not moved when scheduled. Work is scheduled for completion in March.
- 1.7. Work has commenced on the Stewart Street kerb renewal project, with completion expected in February.



- 1.8. The Lower Madden Street renewal project has been completed.



- 1.9. Work is progressing on the Fenton and Stewart Street roundabout. Work started prior to Christmas and has been progressing throughout the school holidays. Completion is expected in February.



- 1.10. Renewal of Winspears Road is underway. Due to the narrow width of the road and road reserve and low traffic volumes, most of the construction is being completed with the road closed, although residents have been provided with a thoroughfare on most occasions but some have required to detour via the Bass Highway.



- 1.11. Cradle Coast Authority have awarded a contract for the construction of the Ambleside to Latrobe section of the Coastal Pathway. Design of the Don to Leith section is progressing.
- 1.12. Work has commenced on the changes to the Devonport urban bus stop network. The work is being undertaken on behalf of the Department of State Growth and includes new and upgraded stops to prepare for the new routes and timetables commencing in April. Work on Watkinson Street near Don College has been prioritised so it can be completed in the school holidays.

This work includes additional stops and a shelter on the opposite side of the road to the college and facilitates two way travel for buses past the college, increasing the frequency of bus services on the most popular route. A new 'wombat' crossing has also been constructed and the road narrowed, which will require vehicles to give way to pedestrians crossing the road.



- 1.13. Work has commenced on the Oldaker (east) stormwater catchment upgrade which is a pre-requisite to the Waterfront Park Development. The capacity of the piped system is being increased. Some of the pipes being replaced are 75 years old. Work has commenced in Roundhouse Park and has crossed Formby Road, and will extend into Rooke Street in coming weeks. The work is challenging due to the various other underground services in the area and the traffic management requirements.



1.14. Projects that are likely to see construction commence in the next two months are:

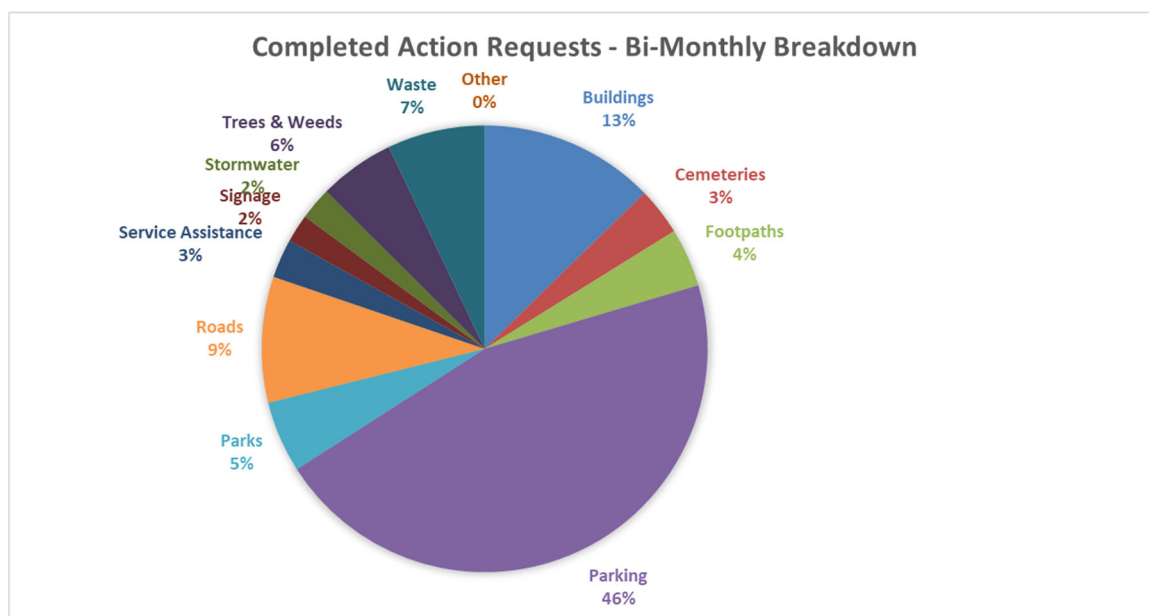
- Mersey Bluff Caravan Park – accessible amenities
- Highfield Park - new path - East to West
- Victoria Parade and Mersey Bluff - park furniture renewal
- Victoria Street renewal
- Victory Avenue kerb renewal

2. Management

2.1. The following table is a summary of the action requests for the Infrastructure and Works Department:

Balance of Action Requests as at 30 November 2019	724
Action Requests created in December	459
Action Requests completed in December	398
Balance of Action Requests as at 31 December	785

2.2. The following graph details the categories of the action requests completed during December

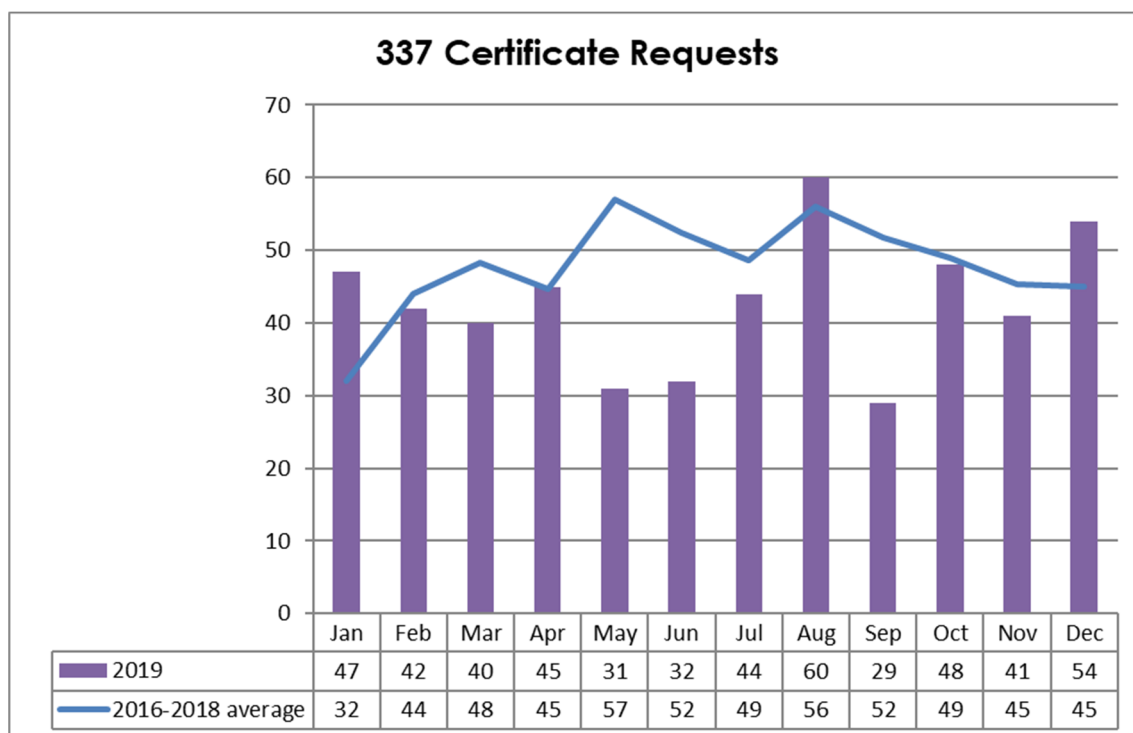


3. Technical and Engineering

- 3.1. A submission to the Tasmanian Community Fund for the development of a reflection garden at Pioneer Park was unsuccessful.
- 3.2. A submission to the Tasmanian Community Fund for the construction of the Don Rail Trail between Don Memorial Hall and Tugrah Road was partially successful, with \$40,000 of the requested \$59,000 granted. Consideration will now have to be given to how the project can be delivered with a reduced budget.
- 3.3. A submission to the Cradle Coast Waste Management Group transfer station improvement program was successful. \$16,223 will be granted for construction of a shelter over the e-waste bay at the Spreyton Waste Transfer Station, which will ensure Council complies with the Australian Standard for *Collection, Storage, Transport and Treatment of End-of-life Electrical and Electronic Equipment*. The key requirements are that there is clear signage in collection and storage areas

and the items stored are protected from weather. Council will be required to contribute up to \$4,611 to the project which can be offset by other savings on other Capital Works projects.

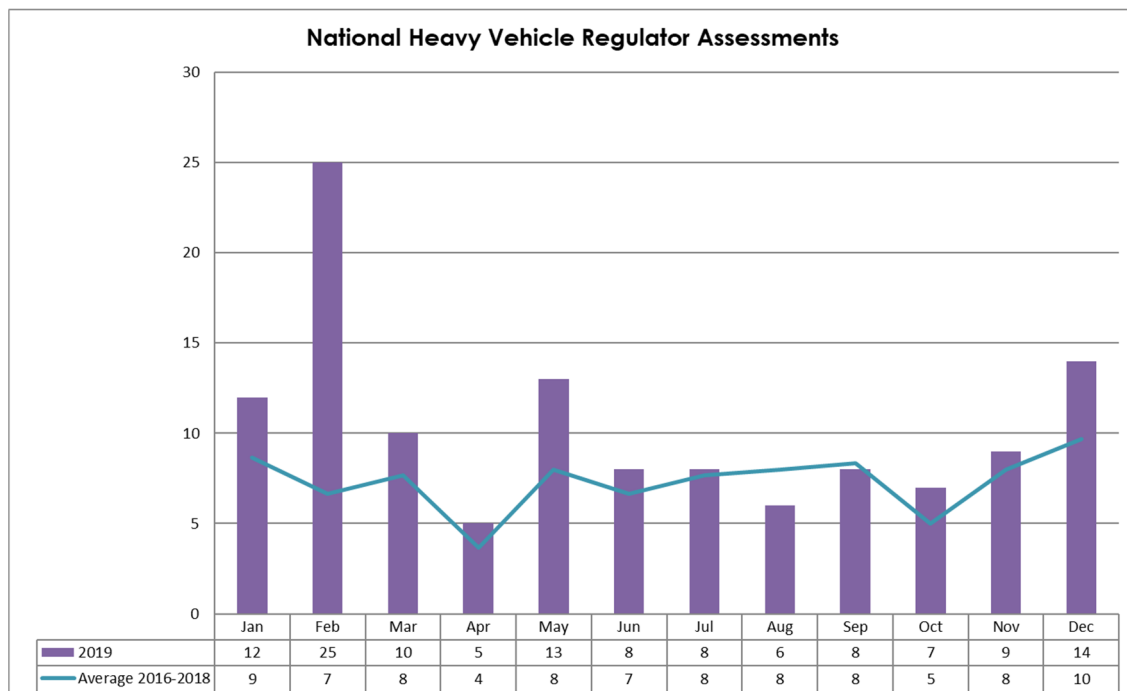
- 3.4. The warm water pool at Splash will be closed until late March as tiles have failed after the pool was drained and refilled for other repair work. It appears the issue occurred as a result of "thermal shock", whilst refilling the pool. The tile replacement requires the pool to be drained and completely dried out before the extent of repairs can be confirmed and completed and then the pool can be refilled slowly. The extended closure has meant swimming lessons have recommenced in other pools at the facility. It is planned that the pool will be operational by the time the outdoor pool is scheduled to close.
- 3.5. Taswater has imposed Stage 1 water restrictions, which have impacted Council's ability to irrigate parks and sports fields. Automatic watering systems have been reprogrammed to comply with the restrictions, but grass surfaces maintained to a high level may still be at risk if there is an extended period of high temperatures. Areas that have been irrigated by manual sprinklers, which include the Don recreation ground, Byard Park and the Eugene Street field cannot continue to be irrigated. Trees and other gardens that are hand watered are not impacted.
- 3.6. Council's operations have been impacted by a significant drop in the cardboard commodity price. Due to international market forces, Veolia can no longer accept cardboard without charging a fee. From January, this fee is \$42/T and will be reviewed monthly. Council collects cardboard from commercial premises and receives cardboard at the Spreyton Waste Transfer Station. Based on current rates and volumes, the cost increase is in the order of \$10,000 per year.
- 3.7. The following graph details the 337 Certificates that have been assessed by the Infrastructure and Works Department this year compared to previous years:



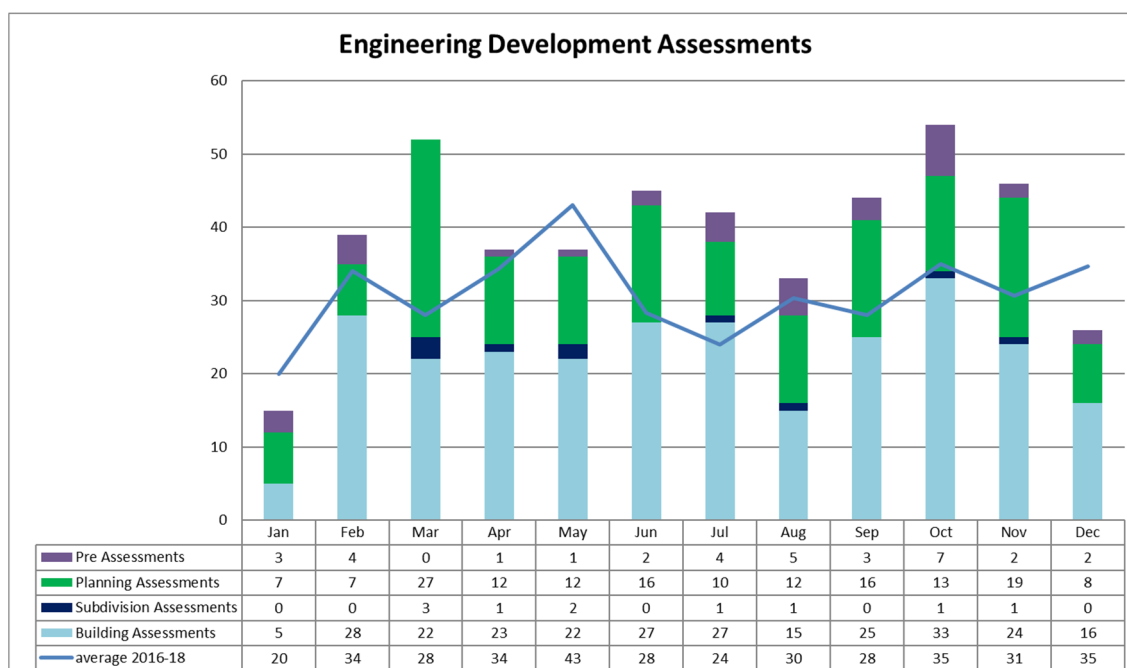
- 3.8. The following is a summary of the projects capitalised in the period since the last report:

Number of projects capitalised in period	17
Total value of capitalisations in period	\$2.86M
Total value of Works in Progress (WIP) as at 31 December	\$12.0M
Donated Asset Capitalised (Subdivisions) in period	\$0
Number of projects awaiting capitalisation next period	2

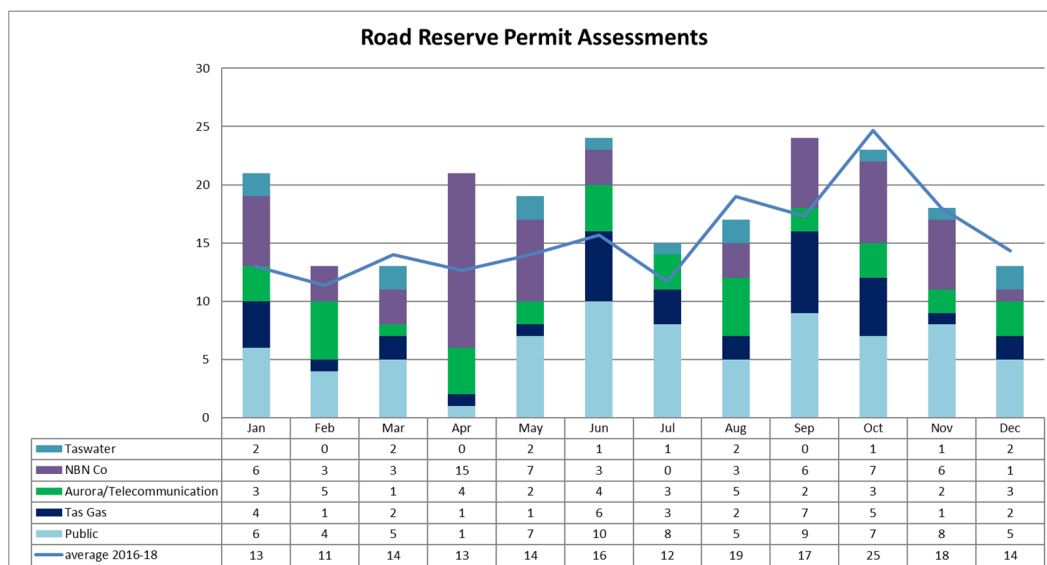
- 3.9. The following graph details the National Heavy Vehicle Regulator Assessments that have been issued this year compared to previous years:



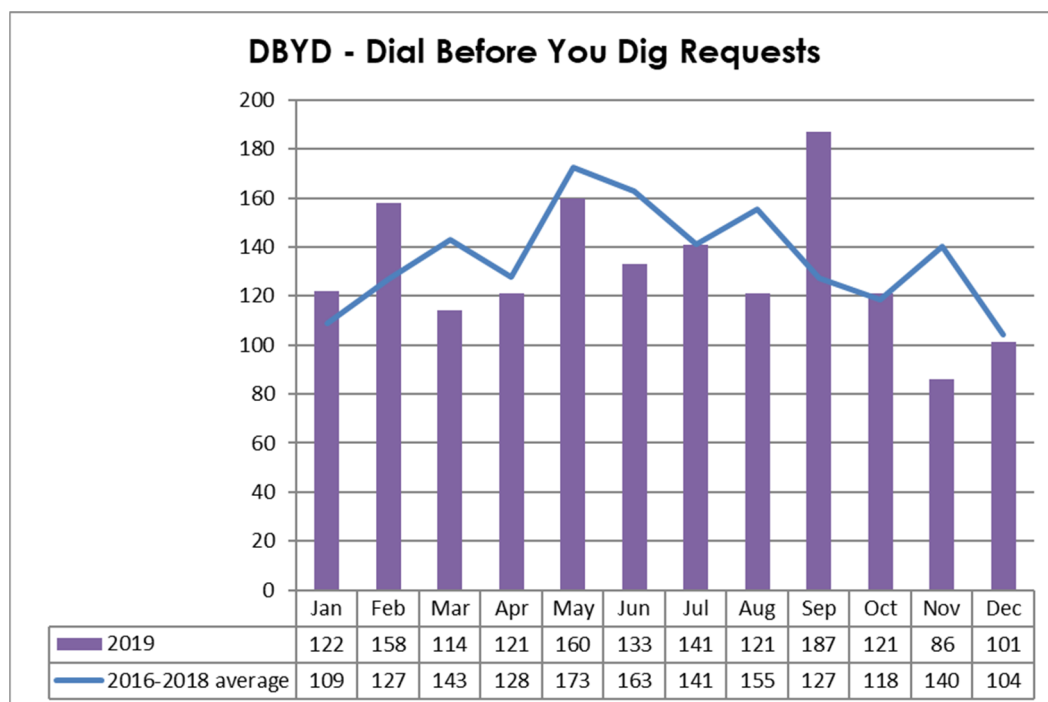
- 3.10. The following graph details the Engineering Assessments for Development Applications that were completed this year compared to previous years:



3.11. The following graph details the Road Reserve Permit Assessments that were completed this year compared to previous years.



3.12. The following graph details the Dial Before You Dig requests that have been processed this year compared to previous years:



4. Operational Contracts

4.1. The following table details the contracts managed within the Infrastructure and Works Department that have been extended this financial year:

Contract	Contract Period	Extension Options	\$ Value (Excluding GST)	Contractor
Contract 1314 - Supply & Delivery of	1/07/2019 option 1+1	The original contract signed in June 2017 was for a 12 month period and had an option for two 12 month extensions.	Schedule of Rates	Boral Construction Materials

Contract	Contract Period	Extension Options	\$ Value (Excluding GST)	Contractor
Pre-mixed Concrete		Further to a review the option for the second 12 month extension was accepted.	(estimated value \$52,700pa)	
Contract – 1320 - Weed Control	1/07/2019 option 1+1	The original contract signed in June 2018 was for a 12 month period and had an option for two 12 month extensions. Further to a review the option for the second 12 month extension was accepted.	\$107,180 per annum	Steeds Weeds Solution
Contract – 1321 - Roadside Mowing	1/07/2019 option 1+1	The original contract signed in June 2018 was for a 12 month period and had an option for two 12 month extensions. Further to a review the option for the second 12 month extension was accepted.	\$65,250 per annum	Mareeba Trust

5. Civil Works and Stormwater Maintenance

5.1. Maintenance in accordance with the Service Level Document, undertaken in December and January included:

- Road patching including at Mary Street, Brooke Street and Devonport Road
- Footpath repairs near Reece High School.
- Sweeping and scrubbing of paths in CBD and East Devonport.
- Removal of debris from the road reserve on the corner of Paloona Road and Paloona Dam Road.

5.2. In February and March, it is anticipated that civil works and stormwater maintenance works will include:

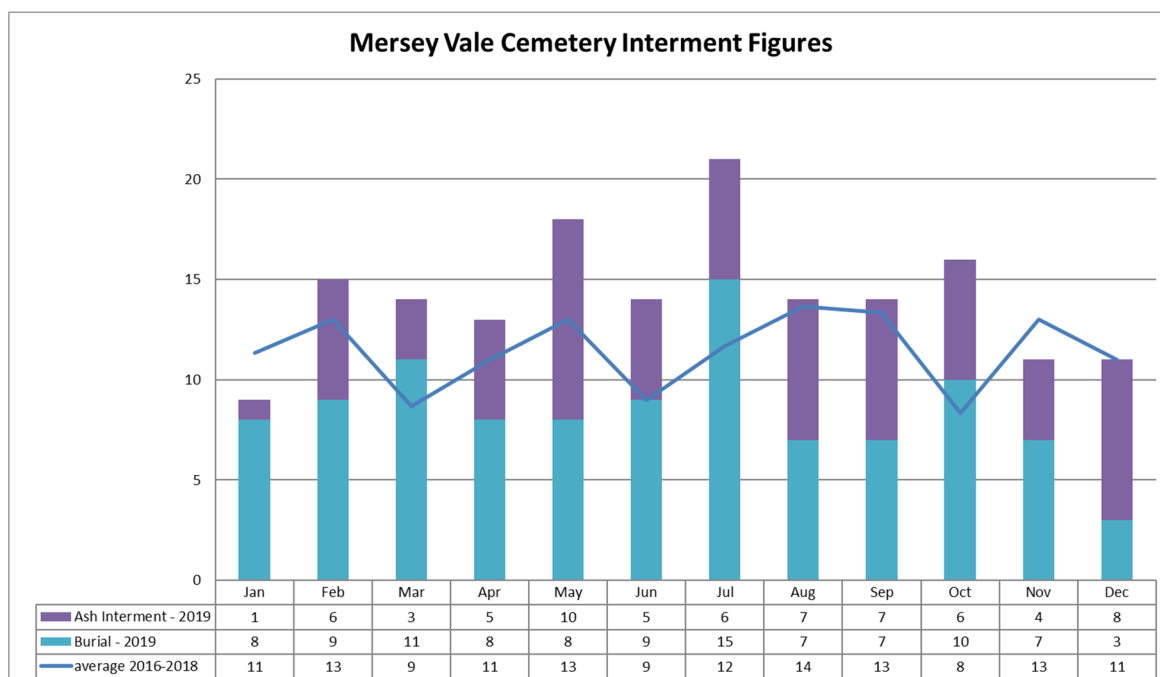
- Road patching on Tarleton Street
- Various stormwater repairs
- Renewal of various street name signs
- Various footpath repairs identified from inspections

6. Parks and Reserves Maintenance

6.1. Maintenance in accordance with the Service Level Document, undertaken in December and January included:

- Watering of trees in areas including Best Street, William Street (fourways), Pioneer Park and those that were relocated from Roundhouse Park to Wright Street and Mersey Vale Memorial Park.
- Preparation of Devonport Oval for the annual cycling and athletics carnival
- Preparation of the Valley Road soccer ground following the recent improvements to the drainage. Work has included placement of sand to areas where minor settlement has occurred and application of a preventative fungicide treatment.

- Minor works to facilitate watering of the Devonport Motor Show site. Rotary will water the site until March subject to current water restrictions.
- 6.2. In February and March, it is anticipated that parks and reserves maintenance works will include:
- Turf maintenance on Meercroft Park in preparation for the Skills Acquisition Program event. Work includes setting out and line marking four new soccer grounds as well as fertilising and aeration.
 - Placing of sawdust to tracks in Don Reserve
 - Changeover of sports fields from summer sports to winter sports.
- 6.3. Mersey Vale Memorial Park interment figures compared to previous years are as follows:



7. Building and Facilities Maintenance

- 7.1. Maintenance in accordance with the Service Level Document, undertaken in December and January included:
- Applied graffiti shield to concrete walls of multi-level car park
 - External painting at Devonport Cricket Club
 - Repairs to 19-23 Oldaker Street (Indie School) as identified in building condition report
 - Sand and reseal stadium floors at Devonport and East Devonport

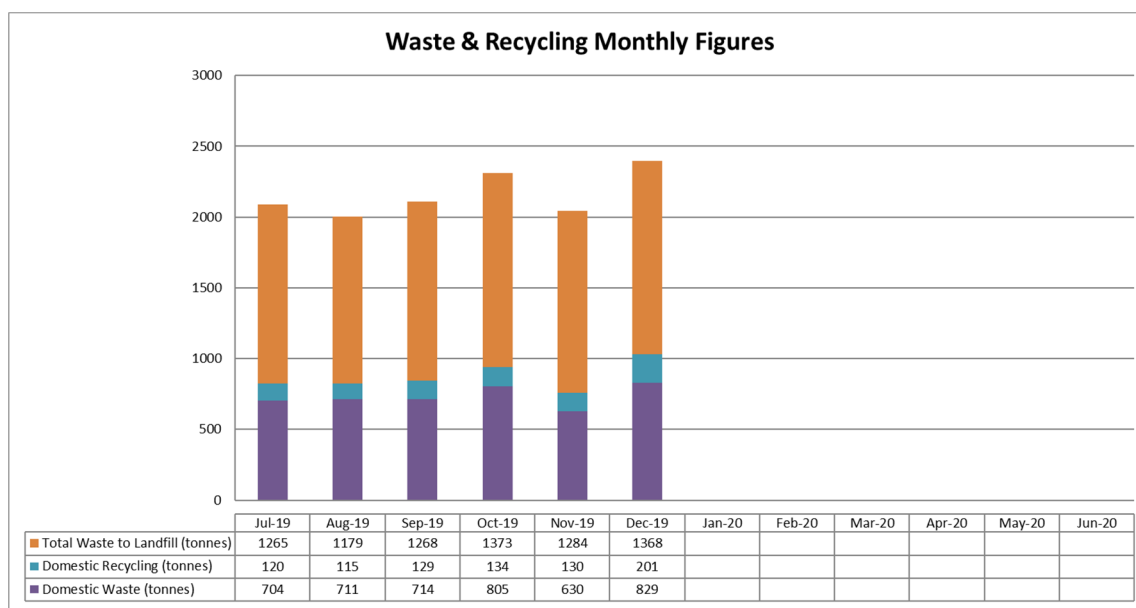


7.2. In February and March, it is anticipated that building and facilities maintenance works will include:

- Replace basketball backboards at Devonport Recreation Centre
- Replace tiling to visitor change rooms at Girdlestone Park
- External painting at Home Hill

8. Waste Management Operations

8.1. Waste Management Services were conducted in accordance with the Service Level Document during December and January. The following graph details the volumes of waste and recycling from the domestic collection services and the total volume of waste to landfill from the Spreyton Waste Transfer Station.



- 8.2. The following table details the monthly figures for the Spreyton Waste Transfer Station:

Item	Dec 19	19/20 YTD	18/19 Total	17/18 Total
Asbestos – large loads (Tonnes)	0	3.16	9.16	9.94
Asbestos – small loads (no.)	9	89	149	90
Mattresses (no.)	149	816	1,128	828
Vehicle Loads – up to 0.5m³ (no.)	457	2291	5,688	5,117
Vehicle Loads – 0.5m³ to 1.5m³ (no.)	1621	8306	17,940	11,724
Vehicle Loads – 1.5m³ to 2m³ (no.)	204	986	3,135	6,380
DCC Garbage Trucks (Domestic & Commercial Collection Services) (tonnes)	826	4358	8,981	9,207
Steel Recycling (tonnes)	65	461	1,135	845
e-Waste (tonnes)	12	24	45	12
Tyres (no.)	52	301	439	348

COMMUNITY ENGAGEMENT

The information provided above details any issues relating to community engagement.

FINANCIAL IMPLICATIONS

Any financial or budgetary implications relating to matters discussed in this report will be separately reported to Council.

RISK IMPLICATIONS

Any specific risk implications have been outlined in the discussion above. Any specific risk that may result in an issue to Council is likely to be the subject of a separate report to Council.

CONCLUSION

This report is provided for information purposes only and to allow Council to be updated on activities undertaken by the Infrastructure and Works Department.

ATTACHMENTS

Nil

RECOMMENDATION

That it be recommended to Council that the Infrastructure and Works report be received and noted.

Author:	Michael Williams	Endorsed By:	Matthew Atkins
Position:	Infrastructure & Works Manager	Position:	General Manager

7.0 CLOSURE

There being no further business the Chairperson declared the meeting closed at pm.