



CITY OF HOBART

# **AGENDA**

## **City Infrastructure Committee Meeting**

### **Open Portion**

**Wednesday, 24 June 2020**

**at 4:00 pm**

## THE MISSION

**Working together to make Hobart a better place for the community.**

## THE VALUES

**The Council is:**

<b>People</b>	We value people – our community, our customers and colleagues.
<b>Teamwork</b>	We collaborate both within the organisation and with external stakeholders drawing on skills and expertise for the benefit of our community.
<b>Focus and Direction</b>	We have clear goals and plans to achieve sustainable social, environmental and economic outcomes for the Hobart community.
<b>Creativity and Innovation</b>	We embrace new approaches and continuously improve to achieve better outcomes for our community.
<b>Accountability</b>	We are transparent, work to high ethical and professional standards and are accountable for delivering outcomes for our community.

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## **ORDER OF BUSINESS**

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**Business listed on the agenda is to be conducted in the order in which it is set out, unless the committee by simple majority determines otherwise.**

### **APOLOGIES AND LEAVE OF ABSENCE**

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**City Infrastructure Committee Meeting (Open Portion) held Wednesday, 24 June 2020 at 4:00 pm.**

**This meeting of the City Infrastructure Committee is held in accordance with a Notice issued by the Premier on 3 April 2020 under section 18 of the *COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020*.**

**COMMITTEE MEMBERS**

Harvey (Chairman)  
Lord Mayor Reynolds  
Deputy Lord Mayor Burnet  
Ewin

**Apologies:**

**Leave of Absence:**

**NON-MEMBERS**

Zucco  
Briscoe  
Sexton  
Thomas  
Behrakis  
Dutta  
Sherlock  
Coats

**1. CO-OPTION OF A COMMITTEE MEMBER IN THE EVENT OF A VACANCY**

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**2. CONFIRMATION OF MINUTES**

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The minutes of the Open Portion of the City Infrastructure Committee meeting held on [Wednesday, 26 February 2020](#), are submitted for confirming as an accurate record.

**3. CONSIDERATION OF SUPPLEMENTARY ITEMS**

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Ref: Part 2, Regulation 8(6) of the *Local Government (Meeting Procedures) Regulations 2015*.

**Recommendation**

That the Committee resolve to deal with any supplementary items not appearing on the agenda, as reported by the General Manager.



#### **4. INDICATIONS OF PECUNIARY AND CONFLICTS OF INTEREST**

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Ref: Part 2, Regulation 8(7) of the *Local Government (Meeting Procedures) Regulations 2015*.

Members of the committee are requested to indicate where they may have any pecuniary or conflict of interest in respect to any matter appearing on the agenda, or any supplementary item to the agenda, which the committee has resolved to deal with.

#### **5. TRANSFER OF AGENDA ITEMS**

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Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015*.

A committee may close a part of a meeting to the public where a matter to be discussed falls within 15(2) of the above regulations.

In the event that the committee transfer an item to the closed portion, the reasons for doing so should be stated.

Are there any items which should be transferred from this agenda to the closed portion of the agenda, or from the closed to the open portion of the agenda?

## **6. REPORTS**

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### **6.1 Network Operating Plan (NOP) - Briefing** **File Ref: F20/60497**

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Memorandum of the Senior Transport Engineer and the Director City Planning of 17 June 2020.

Delegation: Committee



City of **HOBART**

## MEMORANDUM: CITY INFRASTRUCTURE COMMITTEE

### Network Operating Plan (NOP) - Briefing

At its 26 February 2020 meeting, the City Infrastructure Committee received a report entitled, Intersections and Traffic Flow (Item 6.2).

The report detailed the development of a Network Operating Plan (NOP), in partnership with the Department of State Growth, to better inform and manage the movement of people and vehicles around the central Hobart area and assist with the implementation of the long term vision for the City of Hobart, which is being developed through the Central Hobart Precincts Plan (CHPP) work.

A tender process run by the Department of State Growth, resulted in the appointment of the global consultant firm *Jacobs*.

*Resolution 2 of that report was that:*

***“An elected member briefing be scheduled within the next 2 months from the inner Hobart Network Operation Plan Project Team.”***

Given the COVID-19 restrictions, uncertainty and associated business interruptions, that briefing has been delayed until now. This item will consist of a Webinar within the City Infrastructure meeting to provide a project overview and briefing along with an opportunity to meet the project consultants.

## RECOMMENDATION

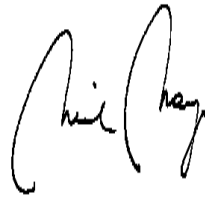
***That:***

- 1. That the briefing be received and noted.***
- 2. A further report on the progress of the inner Hobart Network Operation Plan (NOP) be provided at the appropriate time.***

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*



Stuart Baird  
**SENIOR TRANSPORT ENGINEER**



Neil Noye  
**DIRECTOR CITY PLANNING**

Date: 17 June 2020  
File Reference: F20/60497

**6.2 Request For Speed Limit Reduction in Hobart Central Business  
District and Retail Precincts  
File Ref: F20/61264**

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Report of the Manager City Mobility and the Director City Planning of 19  
June 2020 and attachments.

Delegation: Council

**REPORT TITLE: REQUEST FOR SPEED LIMIT REDUCTION IN  
HOBART CENTRAL BUSINESS DISTRICT AND  
RETAIL PRECINCTS**

**REPORT PROVIDED BY:** Manager City Mobility  
Director City Planning

**1. Report Purpose and Community Benefit**

- 1.1.** The purpose of this report is to advise the Council that as part of the Covid-19 arrangements for management of the Central Business District Retail and Hobart's Suburban Retail Precincts (Centre environments) coupled with best practice, it is proposed to seek a reduction in the speed limits in select areas of the city to provide a safer environment for traders, pedestrians and cyclists.

**2. Report Summary**

- 2.1.** On 19 March 2020, Premier Peter Gutwein declared a State of Emergency in Tasmania as a result of the Covid-19 Pandemic.
- 2.2.** From late March 2020 businesses in Tasmania were ordered to close or arrange for work to continue from home, excluding essential services. During this time very little economic activity occurred in Hobart's Centre environments, although some suburban centres and recreational pathways were reportedly busier as workers and families took exercise.
- 2.3.** From early June 2020 non-essential businesses in Tasmania have gradually begun to reopen and activity in the Centre environments has increased.
- 2.4.** On the 5<sup>th</sup> and 15<sup>th</sup> May 2020, the Hobart Active Travel Committee convened to discuss needs for safe active travel in Hobart.
- 2.5.** The Hobart Active Travel Committee endorsed to proceed proposed changes to widen footpath, extend outdoor dining areas and lower the speed limits. As a result, both the General Manager and Director of City Planning met with Gary Swain, Department of State Growth (20 May 2020) to discuss a range of potential measures to deliver mobility access to business and residential uses in Centres environments.
- 2.6.** The key constraints guiding the discussions were:
- The Australian Government's 1.5 metres social distancing requirement and
  - Safe access for workers and visitors to Centre environments to avoid pedestrian compaction along footpaths and at crossing
  - Likelihood for lower public transport utilisation

### 3. Recommendation

*That:*

- 3.1. The Council endorse the engagement with key stakeholders and the preparation of supporting documentation to allow a submission to the Transport Commissioner requesting the following speed limit changes in Hobart's Central Business District indicatively proposed as:**
- a) Elizabeth Street between Melville and Morrison Streets (excluding the Elizabeth Street Mall and Macquarie and Davey Street crossing points) from 50 to 30km/hour. (Note: Elizabeth Street between Collins and Davey Streets is currently 30km/hr)**
  - b) Collins and Liverpool Streets between Murray and Argyle from 50 km/hour to 30km/hour (Note: Criterion Lane and Liverpool St between Elizabeth Street and Murray Street is currently 30km/hr)**
  - c) Melville and Bathurst Streets between Harrington and Campbell Streets from 50 km/hour to 40km/ hour.**
  - d) Harrington, Murray, Argyle and Campbell Streets between Melville and Davey Streets (excluding the Davey and Macquarie Street crossings), from 50 km/hour to 40km/hour.**
  - e) Liverpool and Collins Streets between Harrington and Murray Streets, and between Argyle and Campbell Streets from 50 km/hour to 40km/hour. (Note: Collins Street from Argyle to Elizabeth Street is currently 30 km/hour)**
  - f) Market Place, Kemp Street, Trafalgar Place, Purdys Mart, Wellington Court, Harrington Lane, Watchorn Street, Victoria Street, Bidendopes Lane from 50 km/hour to 40km/hour.**
- 3.2. The Council endorse engagement with key stakeholders and the preparation of supporting documentation to allow a submission to the Transport Commissioner for the following speed limit changes in the Suburban Retail Precincts between the hours of 7:00am until 7:00pm Monday to Thursday and 7:00am until 10:00pm Friday to Sunday indicatively proposed as:**
- a) North Hobart between Burnett Street and Tasma Street from 50km/hour to 40km/ hour (Note: Extending the existing 40km/hour zone between Federal Street and Burnett Street)**
  - b) Lenah Valley between Giblin Street and Greenway Avenue from 50km/hour to 40km/ hour.**

- c) ***South Hobart from Excell Lane and the Southern Outlet Junction from 50km/hour to 40km/ hour.***
- d) ***Sandy Bay along Sandy Bay Road from Osborne Street and Russell Crescent, and including King Street between Grosvenor Street and Princes Street, Gregory Street between Grosvenor and Sandy Bay Road, Princes Street between King Street and Sandy Bay Road, and Russell Crescent between Sandy Bay Road and King Street from 50km/hour to 40km/ hour.***
- e) ***New Town: New Town Road from Marsh Street to the Pirie Street intersection, and Risdon Road between New Town Road and Swanston Street from 50km/hour to 40km/ hour.***

#### **4. Background**

**4.1.** The City of Hobart has considered matters relating to vehicle speeds in Centres environments since the mid 2000's, including the following:

- In 2011 and 2014, roads across the Hobart municipality had their speed limit reduced from 60km/h to 50km/h.
- In 2011 The Council endorsed the Inner City Action Plan where it was proposed that an Inner City Courtesy Zone be developed and promoted for a 30kph general limit between Macquarie, Bathurst, Argyle and Harrington Streets.

**4.2.** Since 2011, and in coordination with a number of capital works projects undertaken by the City of Hobart, the following streets have also had their speed limits reduced further:

- In March 2014, Liverpool Street between Elizabeth Street and Murray Street and Criterion Lane to 30 km/hr

This has resulted in 2 separate 30km/ hour areas in Hobart's Central Business District (Elizabeth Street between Davey and Collins Street). Further 30km/hr and 40km/hr zones also exists within Sullivans Cove.

**4.3.** A post implementation Department of Infrastructure, Energy and Resources analysis found these reductions have resulted in a 17.6 per cent decrease in crashes.

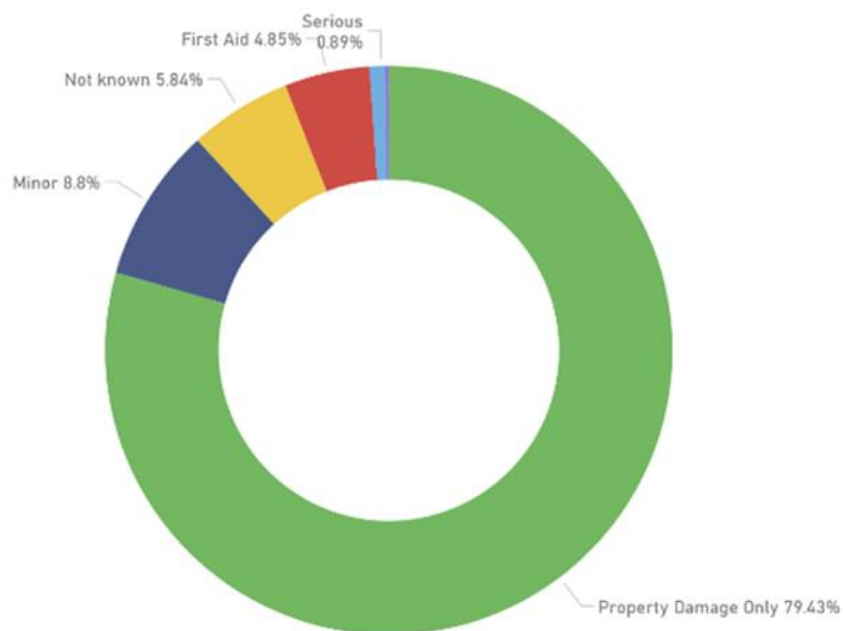
**4.4.** The Department of State Growth has advised (15 June 2020) that since 2009 there have been 1011 crashes in the Central Business District as shown on Figure 1 (on the roads coloured red) plus a further 490 in off-road locations (typically in car parks, with Argyle St and



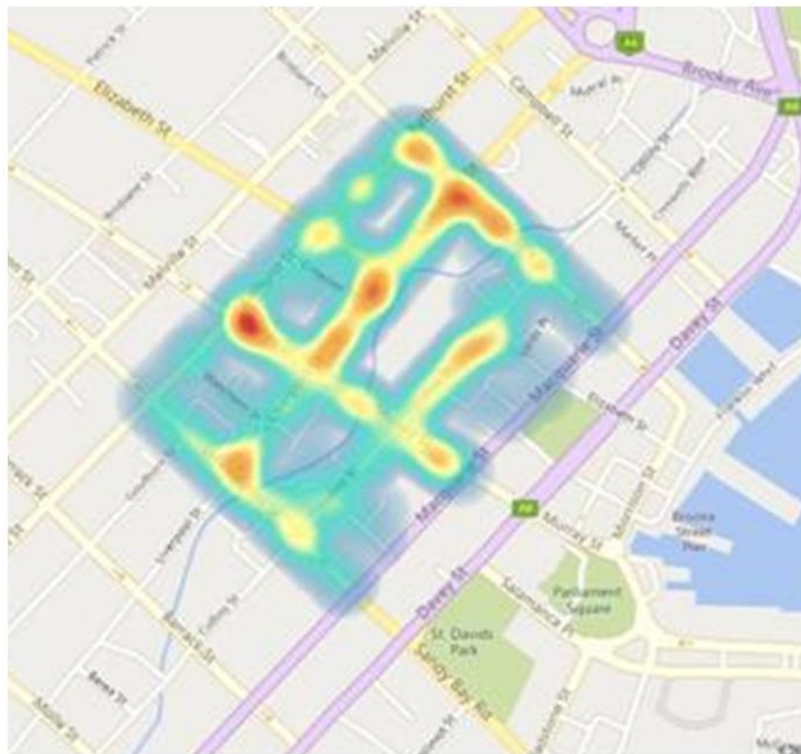
Centrepont being the most prominent for off street crashes). The majority of the 1011 on-road crashes were minor with only 11 (9 serious & 2 Fatal) involving serious casualties. Refer to Figures 2 - 5.



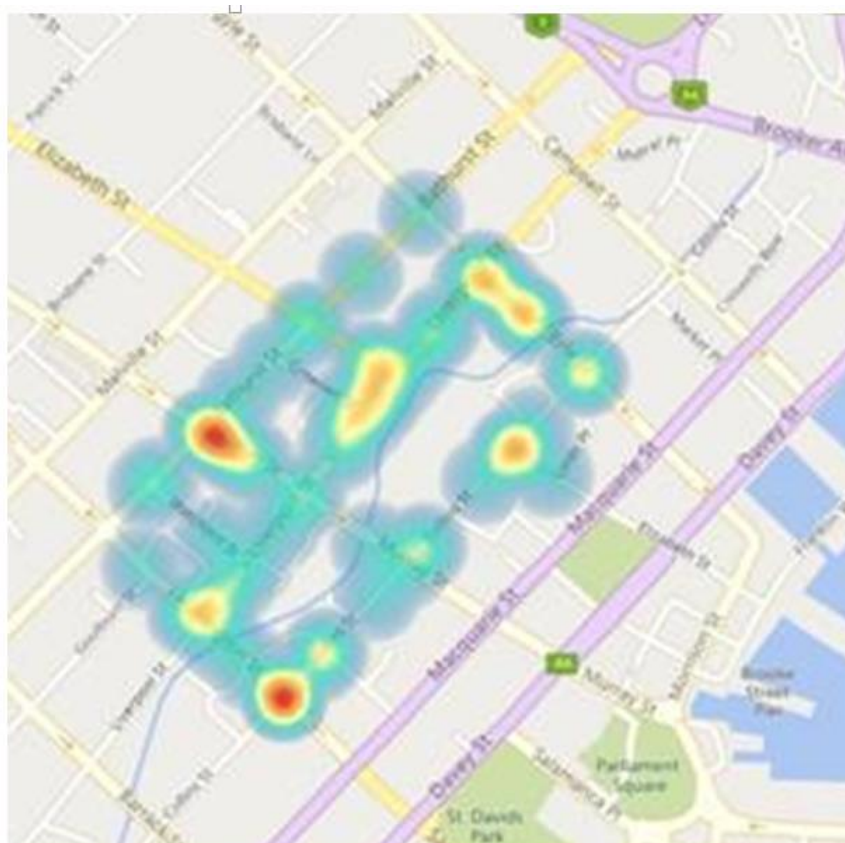
**Figure 1** *Hobart Central Business District - Extent of crash data in Figures 2 and 3*



**Figure 2**      **Hobart Central Business District - Crash data by type (percentage) 2009 to 2020**

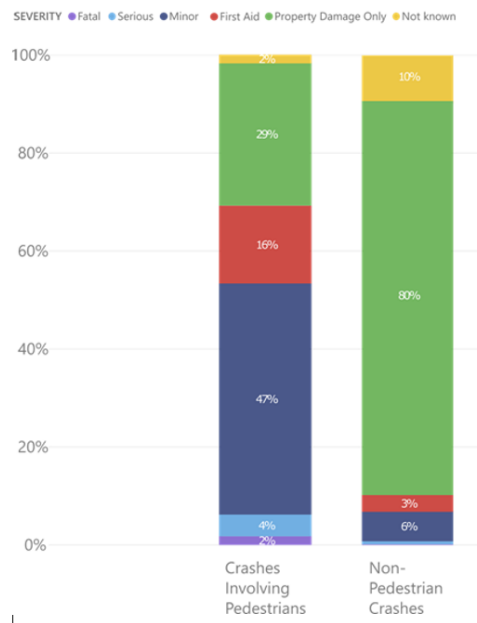


**Figure 3**      **Hobart Central Business District - All Crash Data - Volumes by Location 2009 to 2020**



**Figure 4      Hobart Central Business District - Crashes Involving Pedestrians – Volumes by Location 2009 to 2020**

Crashes by Severity - Hobart CBD - Pedestrian Involved & Non Pedestrian  
2009-2020 (YTD)



**Figure 5      Hobart Central Business District - Crashes Involving Pedestrians and Non Pedestrian – Percentages by Severity 2009 to 2020**

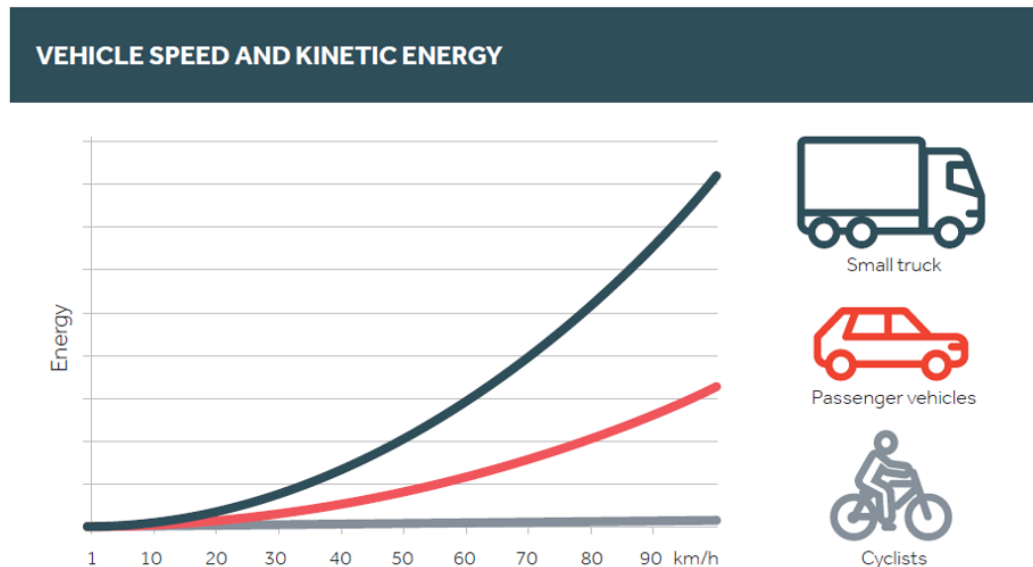
- 4.5.** Documentation provided by the Road Safety Branch of the Tasmanian Department of State Growth in support of this report to Council included the Recommendations of the *Academic Expert Group 3rd Global Ministerial Conference on Road Safety (Stockholm February 2020)*. At Recommendation 8 of the Recommendations of the Expert Group:

*‘In a Safe System, roads and vehicles are designed to accommodate human errors without resulting in serious injury or death. Allowable vehicle speeds in a Safe System are a function of the level of safety provided by other parts of the system.’*

And

*‘Safe vehicle and road design features are especially critical in urban areas where vulnerable road users, including pedestrians, bicyclists and motorcyclists, are a constant part of the road user environment. The concentration of vulnerable road users in urban neighborhoods, together with the complexity of traffic patterns and the frequency of road user interactions, creates extraordinary crash and injury risk. In these dense urban areas, even the best road and vehicle design features are unable to adequately guarantee the safety of all road users when speeds are above the known safe level of **30 km/h**. A maximum speed limit of 30 km/h in urban areas is widely supported by researchers and safety experts to provide adequate protection for vulnerable road users.’*

- 4.6. According to the Tasmanian Department of State Growth *HIGHER SPEED, GREATER IMPACT Towards Zero Action Plan 2020-2024* Fact sheet, the risk of increased severity of injury and potential for death increases significantly with speed. Refer to Figure 6.



**Figure 6** Extract Department of State Growth Fact Sheet *HIGHER SPEED, GREATER IMPACT Towards Zero Action Plan 2020-2024*

- 4.7. In consideration of typical travel time for 30km/hr, 40 km/hr and 50 km/hr refer to Figure 7.

Speed (km/h)	Speed (m/s)	Distance (m)	Time (s)	Distance (m)	Time (s)	Time (Minutes)
30	8.33	100	12	1000	120	2
40	11.11	100	9	1000	90	1.5
50	13.89	100	7.2	1000	72	1.2

**Figure 7** *Typical travel time for differing speeds over standard distance*

- 4.8. The Transport Commission retains the authority to install and modify speed limit signage. This signage (along with traffic signals) can only be modified with the approval of the Transport Commission.
- 4.9. Before considering a speed limit change, the Transport Commission will request that a review be prepared by the road manager (in this case the City of Hobart) which the Transport Commission will then consider and make a decision.
- 4.10. The officer advice on a speed limit reduction to date is that the current road design and layout is not effective in mitigating driver speeds for the

centre environments of the Hobart Central Business District and Hobart's suburban Retail Centres, and that the speed limit reductions as recommended in Section 5.0 would deliver road safety benefits in the selected centre environment locations across the city in terms of speed limit consistency and coverage of highly pedestrianised areas across the city. This recommendation is in keeping with speed limit guidance in the Australian Standard - *Manual of uniform traffic control devices - Speed controls (AS1742.4)* for highly pedestrianised environments.

## **5. Proposal and Implementation.**

**5.1.** In order to provide consistency in treatment and to provide greater safety to heavily pedestrian occupied streets, three CBD central spines of 30km/hour zone surrounded by 40km/hour zone is proposed. As shown in Attachment A, the specific speed environment in Hobart's Central Business District is proposed as:

- 30km/ hour on Elizabeth Street between Brisbane and Davey Streets (excluding the Elizabeth Street Mall and Macquarie and Davey Street crossing points)
- 30km/hour in both Collins and Liverpool Streets between Murray and Argyle)
- 40km/ hour on Melville and Bathurst Streets between Harrington and Campbell Streets
- 40km/hour on Harrington, Murray, Argyle and Campbell Streets between Melville and Davey Streets (excluding the Davey and Macquarie Street crossings)
- 40km/hour on Liverpool and Collins Streets between Harrington and Murray, and between Argyle and Campbell Streets.
- 40km/hour in Market Place.

As noted previously a number of streets within the CBD are already limited to 30km/hour.

**5.2.** It is further proposed, to seek a reduction in the speed limit to 40km/hour within a number of suburban retail precincts during the main trading periods. These retail precincts are outlined in Attachment B and include the following:

- 40 km/hour for Lenah Valley, Sandy Bay, New Town, North Hobart and South Hobart

**5.3.** Attachments A and B of this report are indicatively only. The scope and extent of the proposed speed limits reductions will be consulted with

Department of State Growth, the Royal Automobile Club of Tasmania (RACT) and stakeholders in the Retail Precincts.

- 5.4.** The recommendations need to be supported by a report from the road owner that includes the following information regarding the characteristics of the road:

- Road function
- Road standard
- Road owner
- Roadside development
- Road alignment
- Road accesses / intersections
- Traffic volume
- Pedestrians
- Length
- Adjacent speed zones
- Proposed signage locations
- Crash history

- 5.5.** In relation to signage types the following is recommended:

5.5.1. For the Hobart Central Business District, fixed speed limit signage in accordance with Attachment A.

5.5.2. For the Hobart Retail Precincts solar powered Variable Message Signs (VMS) limiting the time frames for the 40km/hour speed limit are indicatively proposed as follows:

- 7.00am until 7.00pm Monday to Thursday
- 7.00am until 10.00pm Friday to Sunday

In order to provide for safe retail and dining precincts, and for the Retail Precincts as community places. Sign locations will be determined as a result of further analysis.

This initiative is similar to the Variable Message Signage found around schools and in the Moonah retail area.

## **6. Strategic Planning and Policy Considerations**

- 6.1.** Matters of road safety are supported by Pillar 5, outcome 5.2 of the *Capital City Strategic Plan 2019-2029* as follows:

*“5.2 Hobart has effective and environmentally sustainable transport systems.*

*5.2.4 Identify and implement infrastructure improvements to enhance access and road safety and reduce air and noise pollution.”*

- 6.2.** The desire to reduce speed limits is understandable given the function of the Hobart Central Business District and Retail Precinct areas identified at Attachments A and B as invested and highly utilised pedestrian environments.

## **7. Financial Implications**

### **7.1. Funding Source and Impact on Current Year Operating Result**

7.1.1. Nil for Financial Year 2019-2020.

7.1.2. Should Council decide to support the recommendation then the preparation of an appropriate supporting report would need to be undertaken including costings for the proposed signage changes. The cost of this would be covered within the existing operating budget and is estimated to be in the order of \$30,000.

## **8. Legal, Risk and Legislative Considerations**

- 8.1.** Subject to Section 59 of the Traffic Act 1925, the City of Hobart has responsibility for the care control and management of local highways (such as the Hobart Central Business District and the Suburban Retail Precincts) under Section 21 and 30 of the Local Government (Highways) Act 1982.
- 8.2.** The Transport Commission, pursuant to Section 59 of the Traffic Act 1925 has issued a direction to Tasmanian Highway Authorities (Transport Commission Direction – 2014/2) that requires those authorities to only install traffic signs and linemarking in compliance with the Australian Standard Manual of Uniform Traffic Control Devices, consider the AustRoads national guidelines, and to comply with Department of State Growth specifications and standard drawings.
- 8.3.** The City of Hobart has a responsibility to consider and respond to issues raised by the community on our road network.
- 8.4.** For matters raised concerning traffic signs that the City of Hobart has authority to alter / install, the risk to Council is managed by relying on professional advice about the suitability of a proposed change, and by installing signage that complies with the Transport Commission instruction issued under Section 59 of the Traffic Act 1925.
- 8.5.** For matters raised concerning traffic signs that the City of Hobart does not have the authority to alter (regulatory speed limit signs, traffic signals and parking controls on State roads with a speed limit over 70 km/h), the risk to Council is managed by relying on professional advice and either referring the matter to the Department of State Growth with a request to make alterations, or advising that the City of Hobart does not support a change, but that the party making the



request may contact the Department of State Growth directly if they wish to pursue the matter.

## 9. Delegation

- 9.1. The responsibility for the approval of speed limits sits with the Transport Commissioner, within the Department of State Growth.
- 9.2. That the City of Hobart requests the Transport Commissioner to provide Variable Message Signage (VMS) for the Retail Precincts, and further discussion is held on VMS time frames.
- 9.3. As the road authority responsible for the management and maintenance of Hobart Central Business District and Retail Precincts Centre environments, the Council can request changes to speed limits on Council roads.
- 9.4. The Manager City Mobility and all positions to which that position reports have delegation to approve changes to signage and linemarking on those public streets for which the City of Hobart is the Highway Authority (except for speed limits, traffic signals and parking controls on State roads with a speed limit over 70 km/h).

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*



Louisa Carter  
**MANAGER CITY MOBILITY**



Neil Noye  
**DIRECTOR CITY PLANNING**

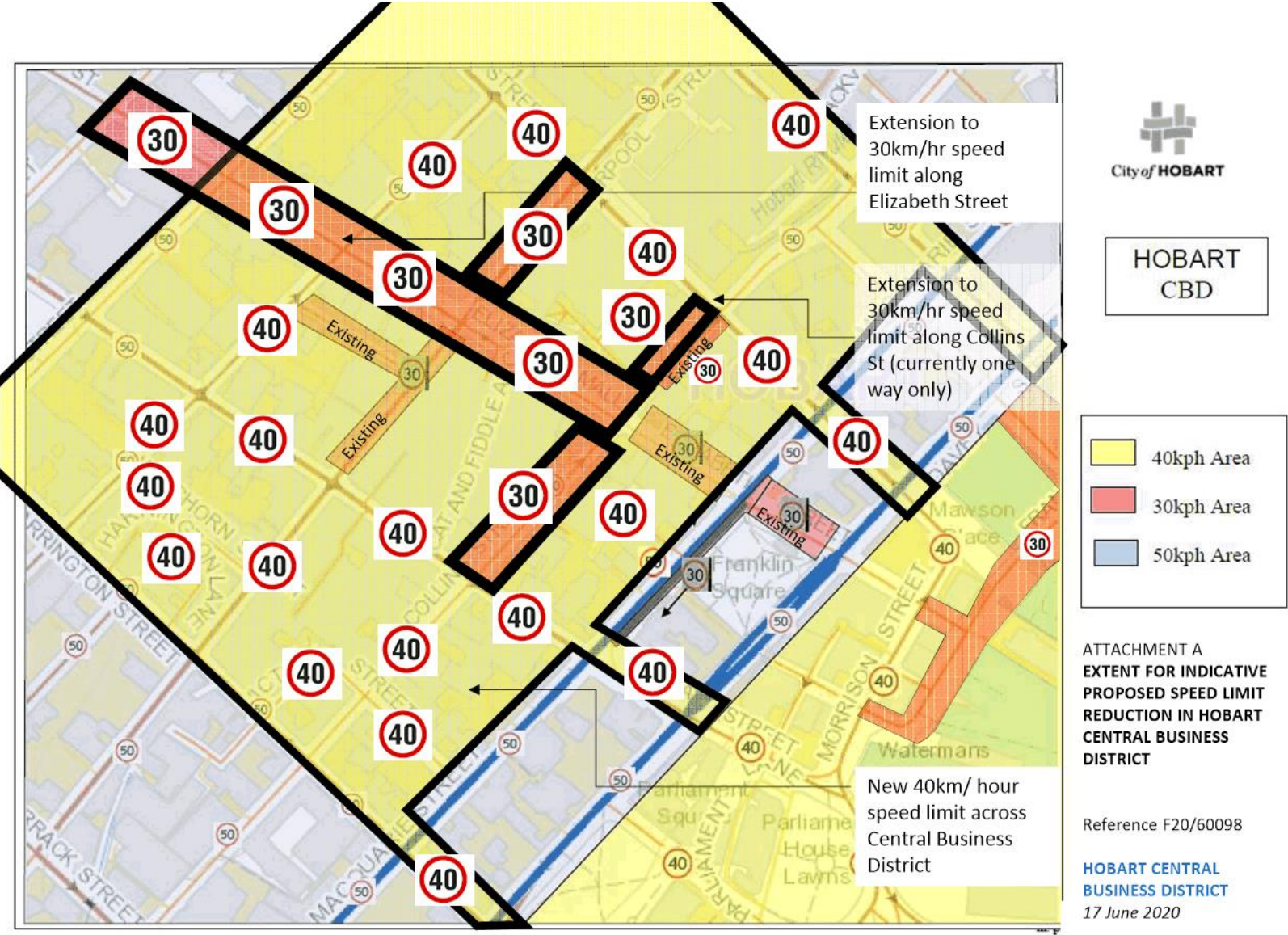
Date: 19 June 2020  
File Reference: F20/61264

Attachment A: Indicative Proposed Speed Limit Changes to Hobart Central Business District ↓  
Attachment B: Indicative Proposed Speed Limit Limit Changes to Hobart Retail Precincts ↓



ATTACHMENT A  
Reference F20/60098

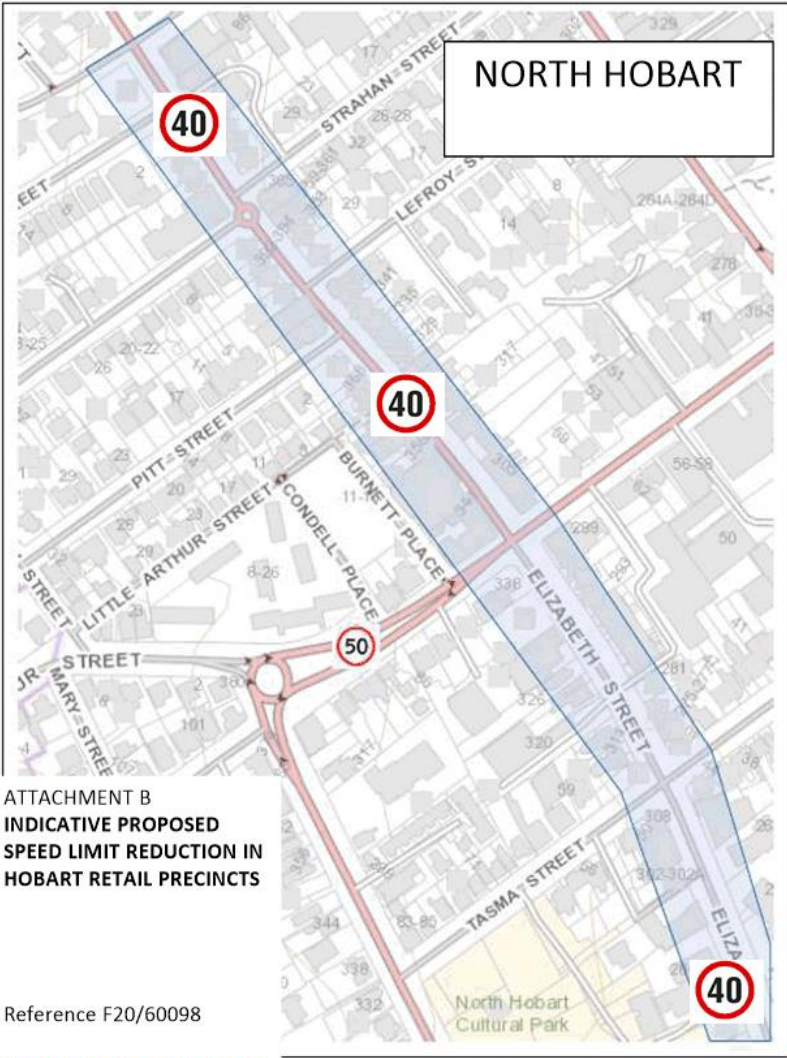
**INDICATIVE PROPOSED SPEED LIMIT REDUCTION  
IN HOBART CENTRAL BUSINESS DISTRICT**



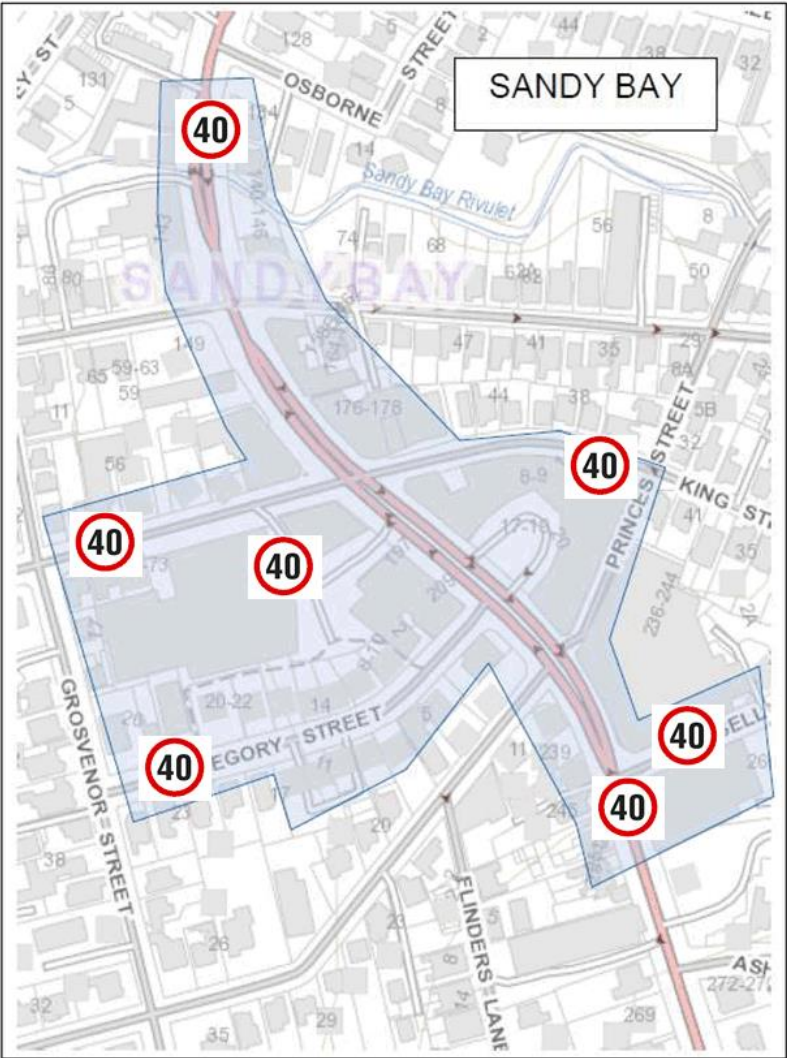
ATTACHMENT B  
Reference F20/60098

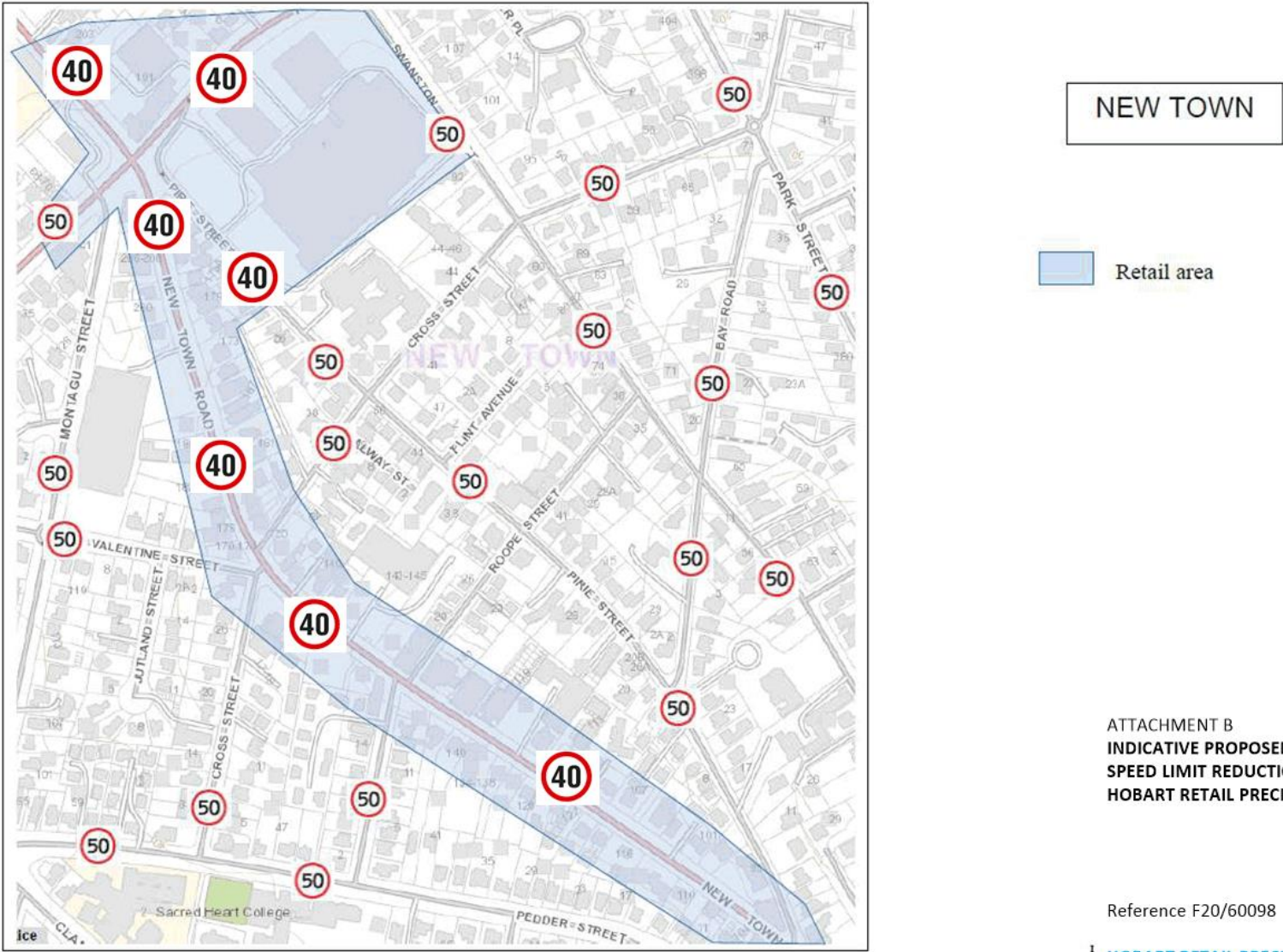
**INDICATIVE PROPOSED SPEED LIMIT REDUCTION  
IN HOBART RETAIL PRECINCTS**





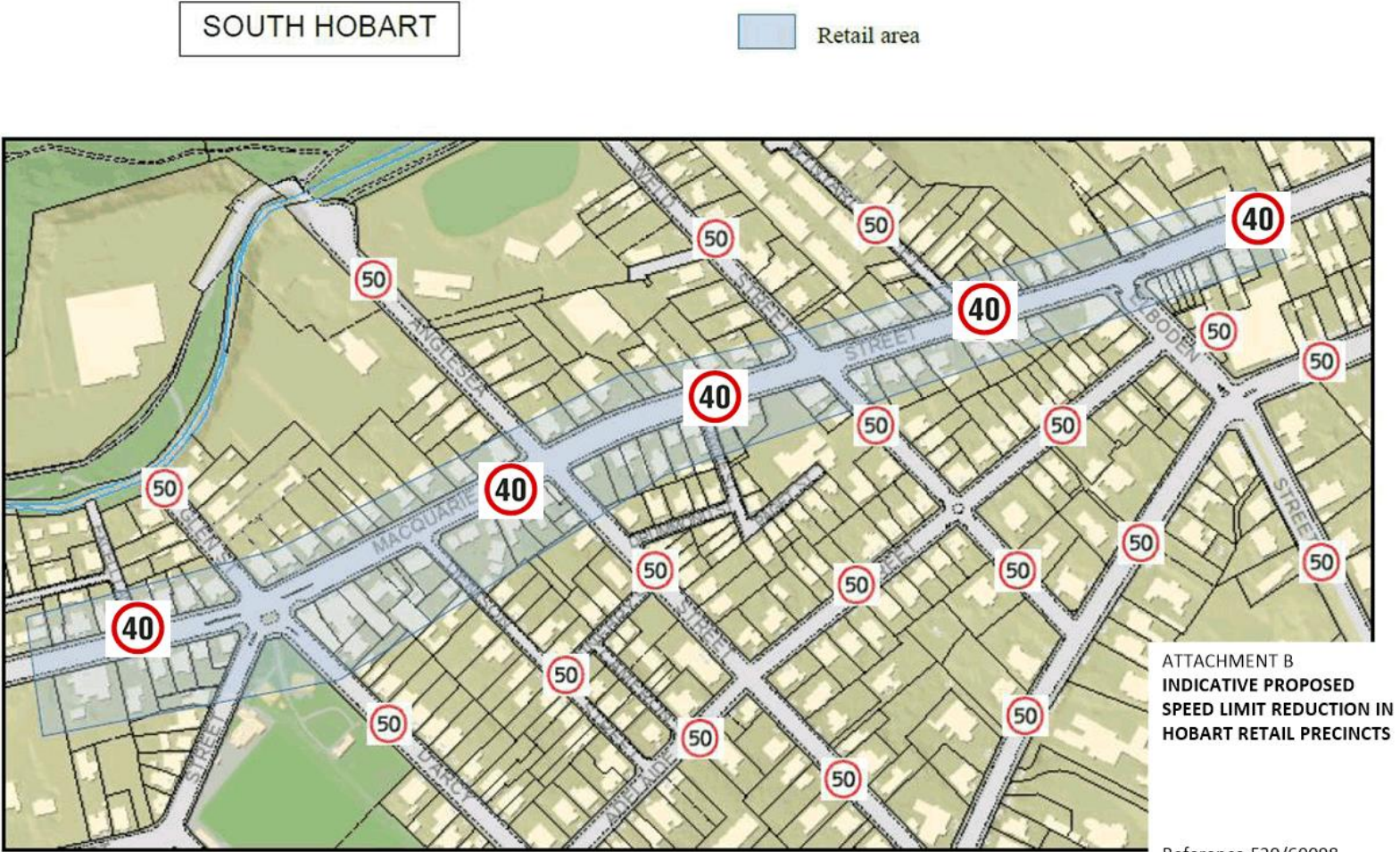
**HOBART RETAIL PRECINCTS**  
PROPOSED SPEED LIMITS  
17 June 2020





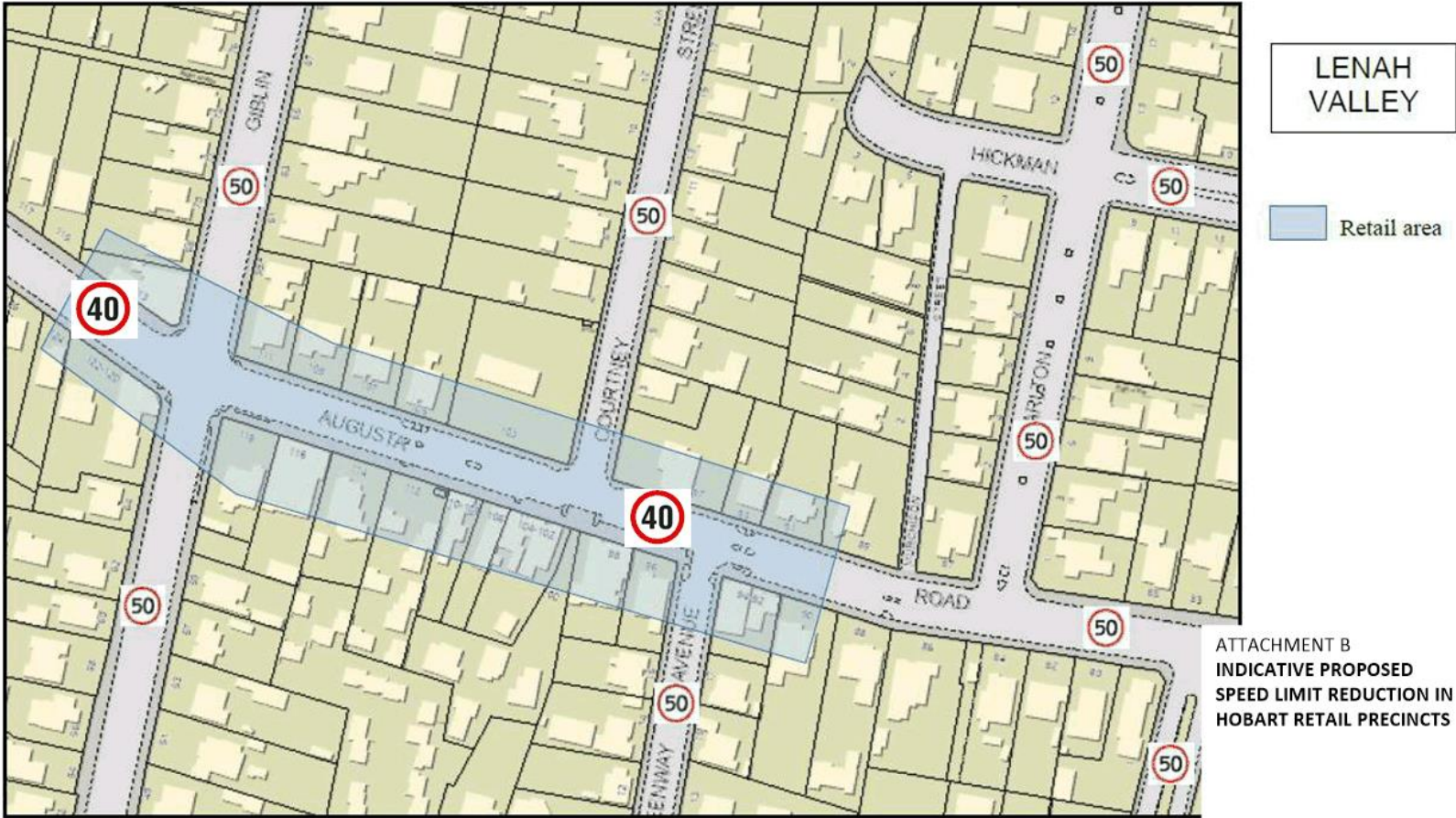
<sup>1</sup> **HOBART RETAIL PRECINCTS**  
PROPOSED SPEED LIMITS  
17 June 2020





Reference F20/60098

**HOBART RETAIL PRECINCTS**  
PROPOSED SPEED LIMITS  
17 June 2020



Reference F20/60098

HOBART RETAIL PRECINCTS  
PROPOSED SPEED LIMITS  
17 June 2020

**6.3 Solar Panels - Notice of Motion**  
**File Ref: F20/58951; 13-1-9/10**

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Memorandum of the Manager Smart & Sustainable City and the Director  
City Innovation of 18 June 2020 and attachment.

Delegation: Council





City of **HOBART**

## **MEMORANDUM: CITY INFRASTRUCTURE COMMITTEE**

### **Solar Panels - Notice of Motion**

The Notice of Motion (refer Attachment A) requested a report be prepared to review the ongoing environmental and financial case for continuing with the installation of solar panels on Council buildings, which commenced in 2015/16, given:

- (i) The increasing proportion of renewable energy generation in Tasmania; and
- (ii) Technological advances in other sectors such as transport over the past three years.

The original Notice of Motion contains several points that are summarised below.

#### **1. BUDGET**

There are a number of photovoltaic (PV) installations identified as approved by the Council or mentioned in Annual Reports that, when aggregated, appear to be well in excess of the initial value approved by the Council.

#### **2. EMISSIONS**

The financial and environmental benefits of solar panels may have been overstated and may have changed since the beginning of this program. Emissions reductions have been significantly lower than initially claimed for the program, resulting in 18 tonnes rather than 100 tonnes CO<sub>2</sub> equivalent per annum based on recent Tasmanian data. This emission reduction number would fall to zero tonnes by 2022 if Tasmania hits its 100% renewable target at that date (since there is no emissions benefit of solar over other renewables).

#### **3. ONGOING EXPENSES**

The cost accounting for this program may not have fully considered depreciation, interest on loans, maintenance and disposal costs.

#### **4. ALTERNATIVE INVESTMENTS**

Alternative investments (specifically in transport and fleet operations) may possibly reduce emissions and achieve other environmental and financial benefits.

A response to each of these four points is laid out below. It is also noted that the City has utilised its considerable in-house skills within this functional domain to analyse the cost and performance of solar panels. This has allowed the Council to avoid the expense of an external audit, estimated at up to \$30,000.

## 1. BUDGET

The total installed size and total cost of City of Hobart (CoH) PV installations can be difficult to quantify. This is due to occasional overlap between the progress reporting of projects mentioned in subsequent Annual Reports. For example, if a project continues from one financial year into the next, then the cost for the same project will be shown in each respective year.

Hence, if figures are summed between subsequent Annual Reports, the total reached may significantly exceed the total budget for PV installations approved by the Council. This appears to be what was inadvertently done in preparing the Notice of Motion.

Following investigations by various officers and the City's Finance team, the aggregated costs for PV projects has been determined to be \$913,165. This figure is broken down according to the following summary:

Amount	Council meeting date	Agenda item number
\$187,000	23 April 2018	<b>28.</b> – Solar Panels – Additional Installations on City of Hobart Buildings File Ref: F18/21714; 2016-0018-003
\$571,400	26 June 2016	<b>19.</b> – Solar Panel Power Installations for Council Buildings File Ref: 10-45-1 (Ref. Open FC 8, 15/6/2016)
\$135,000	23 March 2015	<b>16.</b> – Energy Efficiency – The Hobart Aquatic Centre – Reallocation of Solar Project Funding File Refs: 10-45-1; 33-21-21 (Ref Open FCSC 5, 17/3/2015)

A 2.3% increase in spending over the original budgets (approximately \$20,000) was approved by variation through the quarterly BVR process.

**The above four amounts account for the total expenditure of \$913,722.**

PV installations undertaken to date:

Project Name	Solar Installed (kW)	Contract Sum (ex GST)	Financial Year	Status
Aquatic Centre	100	\$90,216	2015/16	Complete
Solar Systems Supply & Installation to Various Buildings	427	\$629,111	2016/17	Complete
Solar Systems Supply & Install to various Council Buildings	220	\$194,395	2018/19	Complete
<b>TOTAL</b>	<b>747</b>	<b>\$913,722</b>		

## 2. EMISSIONS

There are various methods for calculating emissions reductions created from renewable energy installations. According to the Notice of Motion, estimates have varied between 18 and 100 tonnes of CO<sub>2</sub>e (CO<sub>2</sub> equivalent) avoided per annum.

Rather than using an estimate, the method used here is based on the actual CO<sub>2</sub>e emissions reported by one of CoH's electricity suppliers, ERM Power.

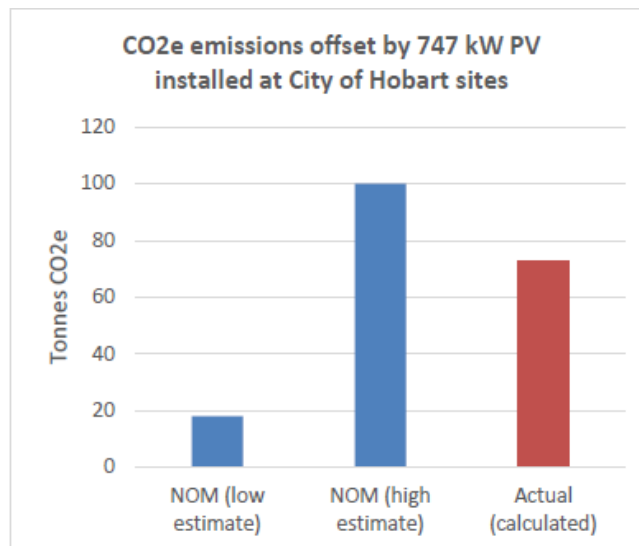
Analysis of bills covering 18 CoH sites over summer and winter usage shows average CO<sub>2</sub>e emissions for Hobart's grid energy of 0.1006 kg CO<sub>2</sub>e per kWh.<sup>1</sup>

Energy sourced from PV panels also has a small CO<sub>2</sub>e emission component due to panel production and other embodied energy. One typical source, Euractiv estimates an average per-kWh CO<sub>2</sub>e emission rate for PV panels of 0.016 kg/kWh.<sup>2</sup>

Subtracting 0.016 from 0.1006 results in a net saving of 0.0846 kg/kWh CO<sub>2</sub>e when using PV over grid energy in Hobart.

The average energy production from 747 kW of PV in Hobart is approximately 863,796 kWh (this is NREL data adjusted down to account for degradation over 25 years – from <https://pvwatts.nrel.gov/>).

At 0.0846 kg/kWh CO<sub>2</sub>e avoided, the annual CO<sub>2</sub> saving is calculated at 73,077 kg or about 73 tonnes. The two estimates quoted in the Notice of Motion were 18 tonnes and 100 tonnes. The actual figure lies between these two.



It is noted that despite the Tasmanian State Government's 2022 100% renewable energy target (which would ostensibly remove the CO<sub>2</sub>e benefit of PV panels), the State Government suggests there are still environmental benefits to organisations developing alternative low-carbon electricity generation, such as PV.

<sup>1</sup> See for instance CRM Power's Invoice #2566285, issued 01 August 2019

<sup>2</sup> <https://www.euractiv.com/section/energy/opinion/mondaycop22-lower-co2-emissions-with-lower-carbon-solar-energy/1057375/>

- This point is made by the State Government in its *What You Can Do* fact sheet, which suggests: “There are many things you can do to reduce your carbon footprint and prepare for a changing climate”, and includes advice to consider installing PV.
- Another important factor, highlighted in the State Government’s *Climate Action 21: Tasmania’s Climate Change Action Plan 2017–2021* is that we can improve energy security and further support the state’s ability to achieve and maintain its net-zero-carbon electricity target by wherever possible “reducing the drawdown on our hydro dams”. This is of net benefit to the state, since Hydro can sell power to the mainland during times of grid necessity at far higher mark-ups than selling the same quantum of energy during the year in the Tasmanian market.
- Furthermore, the uptake of electric vehicles may impact the state’s ability to utilise 100% renewable energy, a factor that is listed in the State Government’s *Climate Action 21* document as one to be analysed by the Electric Vehicle Working Group created in 2017. This body lists a key action as “understanding the impact of electric vehicle uptake on Tasmania’s electricity sector”, but it is yet to publish any significant findings on this topic. While there is some optimism that electric vehicles may have a positive impact in Tasmania in the long term,<sup>3</sup> the State Government’s *Tasmanian Energy Security Taskforce* nevertheless concluded in its final report of June 2017 that “The ability for Tasmania to significantly influence or control these factors [electric vehicle uptake] creates uncertainty over their value to, and impact on, the energy security of the stationary energy sector.”
- Moreover, the commitment to 100% renewable energy by 2022 is a commitment to *net* use of renewables, not to sole use of renewables. Hence, it is possible Tasmania would continue to import fossil-fuel-sourced power from mainland sources, even though it may nevertheless export more renewable energy than it imports over the long term. The use of PV by Tasmanian citizens and organisations may therefore continue to assist in reducing the total import of fossil-fuel-sourced power and hence continue to have an effect on greenhouse gas reduction, even if the State meets its 2022 target.

### 3. ONGOING EXPENSES

Although business cases for the installation of solar panels has been consistently made by the City ahead of seeking any approval from the Council, it is unclear whether panel degradation, depreciation, interest on loans, maintenance and disposal costs have been consistently quantified. CoH officers have attempted to consider all these factors in response to this Notice of Motion as outlined in the following findings.

A levelised cost of energy (LCoE) for any energy source can be calculated by dividing the lifetime cost by the amount of lifetime energy produced.

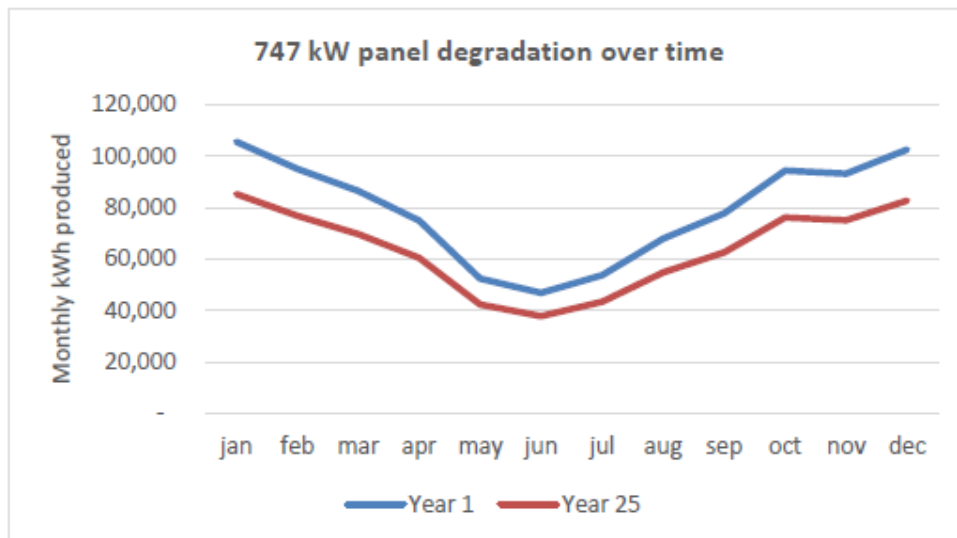
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<sup>3</sup> For instance the Electric Vehicle Working Group update to the General Management Committee of the Local Government Association of Tasmania, 31 May 2018 said, “*Because Tasmania is a significant energy producer, electric vehicles offer some unique advantages for Tasmania by improving our energy self-sufficiency and resilience, reducing import costs and improving our terms of trade. There is an opportunity for Local Government to be a leader in achieving these outcomes for Tasmania.*”

The LCoE for the City of Hobart's grid-purchased energy is complicated to determine, as it fluctuates month-by-month, dependent on costs, including the energy tariff, network costs, demand charges, metering charges, environmental charges and other sundry charges.

The best estimate for a true LCoE is made using energy bills for 18 CoH sites from ERM Power. Also, for comparison, predictions have been made on the basis of the contract for energy supply for "contestable sites" (large consumption sites) between CoH and Aurora Energy.

Taking these sources into account, it has been calculated that the City of Hobart has a grid LCoE of approximately 16 cents per kWh (\$0.16 per kWh). Based on industry expectations the 747 kW of PV installed would degrade (approximately linearly) to 80% of day-one performance over its 25 year life. According to the *US National Renewable Energy Laboratory's (NREL) PV Watts Calculator* (<https://pvwatts.nrel.gov>), a 747 kW system in Hobart would produce 954,471 kWh in its first year of life. The monthly production at the beginning and end of a 25-year life is shown below:



Averaging between these cycles, and integrating the average to calculate a lifetime energy output, *and considering only CAPEX costs*, the raw LCoE for a 747 kW system is shown below:

**Energy produced per annum in Hobart by 747 kW PV at day 1 cost \$913,722**

- 954,471 kWh in first year (Source: PVWatts Calculator from NREL)
- 773,122 kWh in year 25 with degradation to 81%

**Average energy produced per annum:** 863,796 kWh

**Total energy produced over 25 year life:** 21,594,906 kWh

**Raw LCoE:** \$913,722 ÷ 21,594,906 kWh = \$0.04 per kWh

However, on top of CAPEX costs, there are a number of business and operating expenses that must be factored into the ongoing cost of the PV system. These have been calculated over the life of the system, and are summarised below.

Note that for simplicity, the 747 kW installation has been assumed as a single installation created in 2020, with a day-one cost of \$913,722.

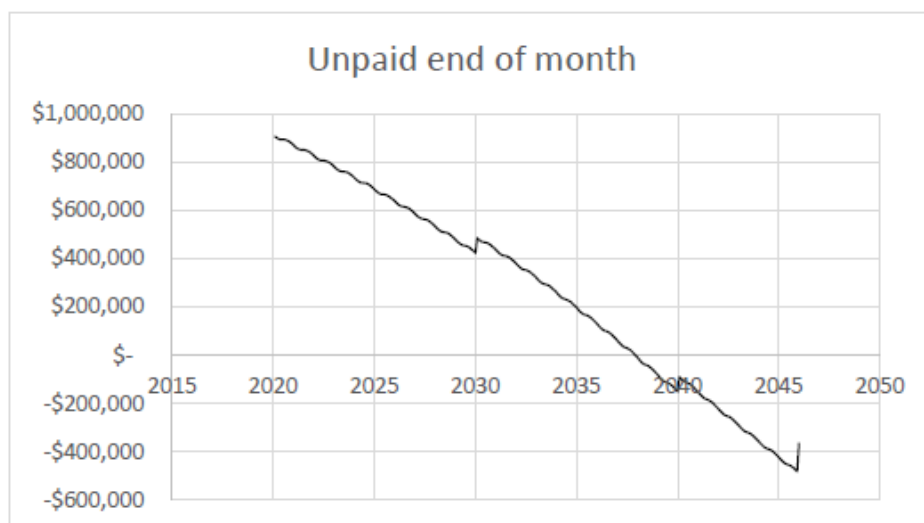
In reality, this investment was made over several years into systems of various sizes at various prices, which would have an effect on the timing of payments and costs. However, since the difference between a bulk analysis and a system-by-system analysis is quite negligible, the bulk analysis was thought to suffice without affecting the veracity of response.

Summary	Assumption (also see Appendix A)	Average annual	Total over life	Cents per kWh
Raw LCoE	Based on CAPEX cost alone	\$36,549	\$913,722	4.23
Cost of capital	Assumed at 5.0% on full CAPEX and paid down by system savings	\$17,800	\$445,006	2.06
Maintenance	Assumed at \$8.00 per panel per year	\$22,985	\$574,615	2.66
Inverter replacement	Assumed at 10 and 20 years given 10 year life of inverters	\$5,549	\$138,729	0.64
End of life	Assumed at \$63.50 per panel at end of life for removal, shipping and recycling	\$7,590	\$189,738	0.88
Exported energy	Assume 7.0% exported at \$0.09 feed-in tariff	\$5,442	\$136,048	-0.01
<b>Averaged LCoE</b>	Summation of various costs above (c.f. grid LCoE of 16 cents per kWh)			<b>10.47</b>

The above analysis shows a cost saving of about 5.5 cents per kWh between PV and grid energy.

For simplicity, any further cost benefits from environmental certificates were excluded from this analysis, as most were rolled-up in the purchase price of the PV system (or assumed to be to provide a conservative cost saving). Other schemes may exist that change from time to time, making their calculation complex and subject to interpretation.

Taking the various costs in the table above into account, and amortising the savings monthly over a 25 year period (rather than averaging as in the table above) the following payback model is seen, showing the amount of CAPEX unpaid at the end of each month. (Note it is assumed in this analysis that the full project CAPEX was borrowed at commercial rates, but it should not be inferred that this was actually the case. The interest payments stop at the point of payback:



Note the end of life cost is apparent as an uptick at year 25. The other two upticks are inverter replacements at years 10 and 20. The “wobble” is the seasonal variation of solar insolation. With these assumptions, payback is achieved in about year 18 (2038).

For sensitivity analysis:

- Each percentage point change in assumed interest rates moves the payback year back (or forward) by about 2.5 years.
- Each dollar change in per-panel maintenance per annum moves the payback back (or forward) about one year.
- Each cent change in grid energy moves the payback back (or forward) about two years.

#### **4. ALTERNATIVE INVESTMENTS**

The Notice of Motion suggests that better environmental outcomes may be achieved with other types of investments, specifically in transport and fleet operations. Given Tasmania’s largely carbon-neutral electricity sector, this is almost certainly correct.

It is also the case that significantly better financial outcomes can likely be achieved, alongside equally good or better environmental benefits, through other energy and transport related projects currently under consideration through the *Energy Savings Action Plan* and *Sustainable Hobart* programs.

#### **RECOMMENDATION**

***It is recommended that:***

- 1. As a large energy user, the Council continue to create energy, cost and greenhouse gas reductions by pursuing new technologies and opportunities.***

***Recent changes in the energy sector create tremendous scope for the Council to undertake exciting projects in:***

- (i) Smart grids;***
- (ii) Peer-to-peer trading;***
- (iii) Solar and battery micro grid projects;***
- (iv) Other renewable and storage projects;***
- (v) Electric vehicles;***
- (vi) Street lighting; and***
- (vii) Smart-city monitoring.***

***These projects offer the Council significant scope to achieve far shorter financial payback (in the range of 3 to 5 years), as well as impressive environmental benefits.***

- 2. Solar panels continue to play a role in the City's energy strategy. They should be used more strategically, together with other technologies, to improve their payback periods. For example, a solar/battery micro-grid would allow the Council to avoid not only energy costs but network and demand charges (which can account for more than half of the energy bill) when used for a high power site such as an electric vehicle charging station.**

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*



Robert Stevenson  
**MANAGER SMART & SUSTAINABLE  
CITY**



Peter Carr  
**DIRECTOR CITY INNOVATION**

Date: 18 June 2020  
File Reference: F20/58951; 13-1-9/10

Attachment A: Full Notice of Motion - Solar Panels on Council Buildings ↓



**FULL NOTICE OF MOTION****Solar Panels****File Ref: F19/152056; 13-1-9**Ref: Open [FGC 7.1](#), 10/12/2019

Alderman Tanya Denison

**Motion:**

"That a report be prepared (including an external audit) to review the ongoing environmental and financial case for continuing with the program of installing solar panels on Council buildings that was commenced in 2016, given the increasing proportion of renewable energy generation in Tasmania and technological advances in other sectors such as transport over the past three years."

**Rationale:**

"In June, 2016, the Finance Committee and subsequently Council supported a motion to install solar panels on several Council buildings. The motion proposed the following installations:

Site	Proposed System Size
DKHAC (in addition to existing 100kW system)	200 kW
Town Hall	60 kW
Centrepont Car Park	31 kW
Hobart Central Car Park	20 kW
Clearys Gates Depot	10 kW
McRobies Gully Waste Management Centre	10 kW
Bushland Operation Depot	5 kW
City Hall	5 kW
North Hobart Oval	4 kW
Mathers House	3 kW
Mornington Nursery	3 kW

The total cost for the program was estimated at \$571,400 and an annual saving of \$82,500 was projected, delivering a payback period of 7 years, with an asset life of 25 years. The saving in grid electricity consumption was estimated at 450,000 kWh per year "equivalent to a reduction in greenhouse gas emissions of 100 tonnes CO<sub>2</sub> equivalent per annum".

In 2017, an application was approved by the City Planning Committee and subsequently by Council for the installation of 88 x 290W array of panels to the annex of Town Hall (50 Macquarie St) at a cost of \$2892. In December 2018, the Planning Committee approved an application for 42 x 310W array of panels to the upper level of the Town Hall Argyle wing at a cost of \$13,000 and 108 x 310 panels at City Hall at a cost of \$25,000. In July 2019, the Planning Committee and subsequently Council approved the installation of 85 x 310W solar panels at Mawson Pavilion at a cost of \$3000. This application was described as being part of the solar panel installation program, however this location was not identified in the 2016 motion.

These applications were for Development Approval and no further financial or emission reduction information was required or provided to support the applications. Most solar panel arrays have been installed without requiring Planning approval.

The 2018-19 Annual Report states that \$355,866 was spent from 6/9/2018 to 31/1/2019 for "P18/90 Solar supply and installation on Council buildings". Capital Work in Progress for "Solar Array Installations on Council Buildings" was reported to be \$628,000 for 2018-19 and \$570,000 for 2017-18. \$168,000 is currently committed for "Solar Systems Supply and Installation".

The 2018-19 Annual Report states that Capital Work in Progress for "Solar Array Installations on Council Buildings" was \$433,000 in 2016-17 and \$570,000 in 2017-18 but does not identify any contracts.

The 2016-17 Annual Report states that \$460,200 was spent from 7/10/2016 to 30/6/2017 for "P16/49 Solar systems supply and installation on City buildings". This report noted that the DKHAC system had been expanded to 402 kW (34% larger than proposed in the 2016 program). Capital Work in Progress for "Solar Array Installations on Council Buildings" was reported to be \$433,000 for 2016-17.

Spending on solar panel installation since the approval of the program in 2016 has been well beyond the initial value approved by Council, and is still ongoing. When the program was approved in 2016, it was expected that the solar panels would save 11 to 25 cents per kWh with the sale of renewable energy certificates contributing to the expected savings.

Although there is likely to be savings in operating costs from generating energy from solar panels compared to purchasing power from the grid, the panels need to be depreciated, interest on loans needs to be paid and there may be maintenance and eventually disposal costs. It is probable that the financial case for installing solar panels has changed over the past three years.

Around 91% of power generated in Tasmania is from renewable sources (wind and hydro) and the state is on track to achieve 100% renewable by 2022. Due to the state's high proportion of renewable energy generation, the emission reductions from installing solar arrays in Tasmania is lower than what was projected in 2016 using a standardised greenhouse gas emissions coefficient.

The initially projected 450,000 kWh of saved power at a cost of \$571,400 is equivalent to around 18 tonnes of CO<sub>2</sub>-e per year in emissions using recent Tasmanian data, rather than the reported 100 tonnes, representing 9 houses rather than 50. From 2022, there will be no relative reduction in GHG (greenhouse gas) emissions at all from solar panel energy generation.

Although additional solar power generation could supplement Council's self sufficiency in emergency situations, it already has significant generator and existing solar generation capacity to sustain essential operations.

There are alternative investments than can be made to reduce emissions or achieve other environmental and financial benefits. For example, transport contributes a significant proportion of Tasmania's GHG emissions, and transport technology has evolved significantly since 2016. The Council manages a significant fleet of vehicles and plant, and has a large workforce travelling to and from work each day. With the GHG emission reductions from solar panels in Tasmania approaching zero, a review of Council's solar panel installation program is needed."

<https://www.energy.gov.au/publications/australian-energy-update-2018>  
[http://www.dpac.tas.gov.au/\\_data/assets/pdf\\_file/0005/473774/Tasmanian\\_Greenhouse\\_Gas\\_Emissions\\_Report\\_2017.pdf](http://www.dpac.tas.gov.au/_data/assets/pdf_file/0005/473774/Tasmanian_Greenhouse_Gas_Emissions_Report_2017.pdf)

**The General Manager reports:**

"In line with the Council's policy in relation to Notices of Motion, I advise that the matter is considered to be within the jurisdiction of the Hobart City Council as it relates to the supply of energy to Council buildings."

**6.4 Council Delegations - Local Government (Highways) Act 1982 -  
Proposed Amendments to Officer Delegations  
File Ref: F20/23513**

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Report of the Manager Roads and Capital Works and the Director City  
Amenity of 17 June 2020 and attachment.

Delegation: Council

**REPORT TITLE: COUNCIL DELEGATIONS - LOCAL GOVERNMENT (HIGHWAYS) ACT 1982 - PROPOSED AMENDMENTS TO OFFICER DELEGATIONS**

**REPORT PROVIDED BY:** Manager Roads and Capital Works  
Director City Amenity

**1. Report Purpose and Community Benefit**

- 1.1. Approval is sought to amend the Council's delegations, pursuant to Section 124 of the *Local Government (Highways) Act 1982*, to the Program Leader Road Services.

**2. Report Summary**

- 2.1. The *Local Government (Highways) Act 1982* (the Act) is principle legislation in the City's management and provision of its public road network.
- 2.2. Section 124 of the Act authorises the Council to delegate powers of the Act to City Officers.
- 2.3. The Council recently granted delegated powers in September 2019 to the Manager Roads and Capital Works and the Director City Amenity.
- 2.4. A further review has identified several of those powers should also be delegated to the senior engineering role of Program Leader Road Services, as marked in **Attachment A** to the report.
- 2.5. This role reports directly to the Manager Roads and Capital Works and holds the necessary qualifications and experience to act on behalf of the Council in this regard.
- 2.6. As prescribed in the Act, a two-thirds simple majority vote of the Council is required to grant the delegated powers.

**3. Recommendation**

***That the Council delegate additional powers under the Local Government (Highways) Act 1982 to the role of Program Leader Road Services, as marked in Attachment A to the report.***

- (i) As prescribed in the Act, a two-thirds simple majority vote of the Council is required to grant the delegated powers.***

**4. Background**

- 4.1. The *Local Government (Highways) Act 1982* is principle legislation in the City's management and provision of its public road network.
- 4.2. Section 124 of the Act authorises the Council to delegate powers of the Act to City Officers.

*124. Delegation of powers, &c., by corporations*

- (1) The corporation may, by special resolution, delegate to one or more officers of the corporation or to a committee consisting of members of the council the exercise or performance of such of its powers or functions under this Act (except this power of delegation) as are specified in the resolution and may, by resolution, revoke wholly or in part any such delegation.*
  - (2) A resolution for the purposes of subsection (1) , other than a resolution revoking a delegation, shall be passed by a majority of at least two-thirds of the members of the council present at the meeting at which it is moved.*
  - (3) A power or function, the exercise or performance of which has been delegated under this section, may, while the delegation remains unrevoked, be exercised or performed from time to time in accordance with the terms of the delegation.*
  - (4) A delegation under this section may be made subject to such conditions or limitations as to the exercise or performance of any of the powers or functions delegated, or as to time or circumstance, as are specified in the resolution.*
  - (5) Notwithstanding any delegation under this section, the corporation may continue to exercise or perform all or any of the powers or functions delegated.*
  - (6) Any act or thing done by or to a delegate while acting in the exercise of a delegation under this section shall have the same force and effect as if the act or thing had been done by or to the corporation and shall be deemed to have been done by or to the corporation.*
  - (7) An instrument purporting to be signed by a delegate of the corporation in his capacity as such a delegate shall in all courts and before all persons acting judicially be received in evidence as if it were an instrument executed by the corporation under seal and, until the contrary is proved, shall be deemed to be an instrument signed by a delegate of the corporation under this section.*
- 4.3. The Council recently granted delegated powers in September 2019 to the Manager Roads and Capital Works and the Director City Amenity.
- 4.4. A further review has identified several of those powers should also be delegated to the senior engineering role of Program Leader Road Services, as marked in **Attachment A** to the report.
- 4.5. This role reports directly to the Manager Roads and Capital Works and holds the necessary qualifications and experience to act on behalf of the Council in this regard.

**5. Proposal and Implementation**

- 5.1. It is proposed that the Council delegate powers under the *Local Government (Highways) Act 1982* to the role of Program Leader Road Services, as marked in Attachment A to the report.
- 5.2. A two-thirds simple majority vote of the Council is required to grant these powers, in accordance with Section 124(2) of the Act.
- 5.3. If approved, the Council's delegations register will be updated accordingly.

**6. Strategic Planning and Policy Considerations**

- 6.1. The City's Strategic Plan 2019-2029

*Strategic Outcome 8.1*

*Hobart is a city of best practice, ethical governance and transparent decision-making*

**7. Financial Implications**

- 7.1. Funding Source and Impact on Current Year Operating Result
  - 7.1.1. These are no financial implications in relation to the proposal.
- 7.2. Impact on Future Years' Financial Result
  - 7.2.1. These are no financial implications in relation to the proposal.

**8. Legal, Risk and Legislative Considerations**

- 8.1. The Local Government (Highways) Act 1982 is principle legislation in the City's management and provision of its public road network.
- 8.2. Section 124 of the Act authorises the Council to delegate powers of the Act to City Officers.

**9. Delegation**

- 9.1. The matter is delegated to the Council.

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*



Mao Cheng  
**MANAGER ROADS AND CAPITAL  
WORKS**



Glenn Doyle  
**DIRECTOR CITY AMENITY**

Date: 17 June 2020  
File Reference: F20/23513

Attachment A: Proposed Instrument of Delegation ↓



## City of Hobart

### INSTRUMENT OF DELEGATION

#### Council Delegation

#### Program Leader Road Services

##### *Local Government (Highways) Act 1982*

That pursuant to Section 124 of the *Local Government (Highways) Act 1982*, the following powers and functions under that Act be delegated to the **Program Leader Road Services** (Megan Kluver-Jones) or such person who may be acting in that position:

1. To approve plans and specifications for proposed roads or other ways for the improvement, widening or alteration of a road or other way already existing on land in building estates, pursuant to Section 10 of the Act.
2. For a purpose in connection of a public function or in order to facilitate work on land adjoining a local highway to:
  - (i) close a local highway or part of a local highway in the municipality pursuant to section 19(1)(a) of the Act;
  - (ii) grant exclusive licences to occupy part of a local highway pursuant to section 19(1)(c) of the Act.
3. To exercise the powers of Council pursuant to Section 30(2) of the Act to provide and maintain in, under, or upon the highway and, if it thinks fit, remove from the highway all or any of the following buildings, structures, works, or other things:
  - (i) buildings, shelters, works, equipment, and devices for the guidance, protection, or convenience of persons using or requiring to use the highway or for the regulation of traffic on the highway, other than traffic signs erected by the Transport Commission;
  - (ii) receptacles for litter, refuse, or other abandoned or unwanted matter;
  - (iii) trees, shrubs, and other plants, and lawns, gardens, and rockeries;



- (iv) statues, monuments, fountains, and similar works for public benefit or interest.
4. To issue notices pursuant to Section 33(1) to the owner of a private way or court to which the public ordinarily has access, requiring him to light it in accordance with the directions contained in the notice.
  5. To issue notices pursuant to Section 35 of the Act requiring repairs or construction works to be carried out in a highway under Council management, to a vehicular crossing over a table drain, gutter or footpath at or opposite the entrance to land adjoining the highway.
  6. To issue notices pursuant to Section 36 requiring a fence to be erected between the footpath and adjoining land and to authorise the carrying out of the works pursuant to Section 36(2) of the Act in the event that the notice is not complied with.
  7. Pursuant to Section 37(3) of the Act, the power to determine that an entrance on land adjoining or adjacent to a local highway maintainable by the corporation is so situated:-
    - (i) that excessive damage to the surface of the highway results from the driving of vehicles into or out of the entrances; or
    - (ii) as to create, or be likely to create, a hazard to traffic on the highway.
  8. To exercise the powers of Council pursuant to Section 45 of the Act to authorise the removal and disposal of articles abandoned on a highway.
  9. To approve private underground works, and the erection of hoarding or scaffolding, in Council highway reserves in accordance with Section 46 of the Act.
  10. To exercise the powers and functions of the Council contained in Section 52 of the Act relating to projections onto highways.

**As determined by the Council at its meeting held on <dd mmmm 2020>**

**6.5 Hobart Municipal Emergency Management Plan - Update**  
**File Ref: F20/23835; 14/141**

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Report of the Manager Projects & Support Services and the Director City  
Amenity of 17 June 2020 and attachments.

Delegation: Council

**REPORT TITLE: HOBART MUNICIPAL EMERGENCY MANAGEMENT PLAN - UPDATE****REPORT PROVIDED BY:** Manager Projects & Support Services  
Director City Amenity**1. Report Purpose and Community Benefit**

- 1.1. The purpose of this report is to obtain endorsement from the Council for the latest version (Issue 11) of the City of Hobart's Emergency Management Plan.
- 1.2. Updating this report will benefit the community by providing a contemporary Emergency Management Plan that clearly identifies the City of Hobart's roles, responsibilities, resources and processes during an emergency.

**2. Report Summary**

- 2.1. The current version of the City of Hobart's Emergency Management Plan (Issue 10) was approved by the State Controller (Police Commissioner Darren Hine) in April 2018.
- 2.2. An amended Emergency Management Plan has been prepared in accordance with the *Emergency Management Act 2006*.
- 2.3. The Plan is required to be reviewed by the Hobart Municipal Emergency Management Committee at least every two years. The amended Plan (Draft Issue 11) was provided to the Hobart Emergency Management Committee members in February 2020.
- 2.4. The updated draft Emergency Management Plan is now being presented to the Council for endorsement (refer **Attachment A** to this report).
- 2.5. The main updates to the Emergency Plan are summarised below:
  - 2.5.1. The role of the Municipal Emergency Management Committee during an emergency has been clarified;
  - 2.5.2. The role of the Incident Management Team has been defined;
  - 2.5.3. Roles and responsibilities during recovery are identified; and
  - 2.5.4. A number of additional Evacuation Centres have been included to the list of available centres.
- 2.6. Once endorsed, the plan will be submitted to the State Controller for approval and subsequent distribution.

### 3. ***Recommendation***

#### ***That:***

- 1. The draft Hobart Emergency Management Plan Issue 11, marked as Attachment A to this report, be endorsed.***
- 2. The General Manager be authorised to endorse any subsequent minor amendments.***

### 4. **Background**

- 4.1. The current version of the City of Hobart Emergency Management Plan ("the Plan") was authorised by the State Emergency Management Controller in April 2018.
- 4.2. The *Emergency Management Act 2006* requires that the Municipal Committee review its Plan at least once every two years.
- 4.3. Hobart's Municipal Committee consists of a chairperson (the Lord Mayor), the Municipal Coordinator (Geoff Lang), emergency services agencies (Police, Fire, Ambulance, SES, Department of Health), Red Cross, neighbouring Councils and several Council officers who undertake statutory and non-statutory roles within the emergency management framework.
- 4.4. An amended draft of the Plan was provided to the City of Hobart Emergency Management Committee members on 26 February 2020.
- 4.5. The Plan has been amended to adopt recommendations following the May 2018 flood and the January 2019 Southern Tasmania bushfires. A review of the Plan by an Emergency Management consultant also occurred which resulted in several recommendations being put in place.
- 4.6. The changes to the Plan can be summarised as follows:
  - 4.6.1. The role of the Emergency Committee during and following an emergency is clarified;
  - 4.6.2. The role of the Incident Management Team is defined;
  - 4.6.3. Roles and responsibilities during recovery are identified;
  - 4.6.4. Risk mitigation measures have been modified and roles clarified;
  - 4.6.5. Duty statements have been updated;

- 4.6.6. Nearby Safer Places in Hobart have been identified and included in the Plan; and
- 4.6.7. A number of new sites have been nominated as Evacuation Centres and Recovery Centres. These include TasPorts Macquarie Wharf 2, the Regatta Grounds, Regatta buildings and the Tasmania Hockey Centre.

## **5. Proposal and Implementation**

- 5.1. It is proposed Council endorse the Hobart Emergency Management Plan - Issue 11.

## **6. Strategic Planning and Policy Considerations**

- 6.1. Capital City Strategic Plan 2019-2029:

*Strategic outcome 2.4      Hobart communities are safe and resilient, ensuring people can support one another and flourish in times of hardship*

*Strategy 2.4.1              Develop and, when necessary, activate the City of Hobart Municipal Emergency Plan and Community Recovery Plan*

*Strategy 2.4.5              Ensure that Hobart is a safe and liveable city by enhancing community and public safety and security, working in partnership with key stakeholders.*

## **7. Financial Implications**

- 7.1. Funding Source and Impact on Current Year Operating Result
  - 7.1.1. The current operating budget provides funding for emergency management functions.
- 7.2. Impact on Future Years' Financial Result
  - 7.2.1. There will not be any significant impacts on the current or future year's operating results as a result of the proposed amendments.
- 7.3. Asset Related Implications
  - 7.3.1. Nil.

## **8. Legal, Risk and Legislative Considerations**

- 8.1. The *Emergency Management Act 2006* places a range of statutory obligations on Council. The review of the Plan addresses a significant portion of Council's obligations detailed in the Act.

8.2. The Act also requires the Council to provide the necessary resources for the management of an emergency in accordance with the Municipal Plan.

8.3. The Act specifies that councils, in consultation with the Director SES, are to establish and maintain such volunteer SES unit as considered necessary under the Municipal Plan and for rescue and retrieval activities.

8.3.1. The Council meets this obligation through its support of the Southern Regional (Volunteer) SES Unit, known as the Southern Regional Unit.

8.4. Other risk treatment strategies and actions are identified in Appendix 2 - Risk Assessment Report in the Plan.

## 9. Community and Stakeholder Engagement

9.1. The release of the Plan will involve the preparation of a media release and some communication with the community as well as emergency management stakeholders.

## 10. Delegation

10.1. This is a matter for the Council to determine.

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*



Geoff Lang  
**MANAGER PROJECTS & SUPPORT  
SERVICES**



Glenn Doyle  
**DIRECTOR CITY AMENITY**

Date: 17 June 2020  
File Reference: F20/23835; 14/141

Attachment A: DRAFT City of Hobart Emergency Management Plan ↴



City of **HOBART**

## City of Hobart Municipal Emergency Management Plan

### Plan Details:

<b>Plan Title:</b>	City of Hobart Municipal Emergency Management Plan
<b>Issue Details:</b>	Issue 11, April 2020
<b>Review Authority:</b>	City of Hobart Municipal Emergency Management Committee
<b>Submission Authority:</b>	Commander Anthony Cerritelli Southern Region Emergency Management Controller

### Approval:

<b>Approval Authority:</b>	Commissioner Darren Hine State Emergency Management Controller
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**Signature:**

**Date:** April 2020



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## Section 1 Overview

### Glossary

- 1.1 The following terms are used in this plan and have significance for this municipal area. All terms used in this plans are consistent with the Tasmanian Emergency Management Plan (TEMP).
- 1.2 The *Emergency Management Act 2006 (The Act)* uses shortened phrasing for a number of titles (e.g. Municipal Committee for Municipal Emergency Management Committee) and this practice is applied in this plan.

Table 1 Terms

Term	In the context of this plan, this means:
<b>Affected Area Recovery Committee</b>	A committee established under section 24E of the Emergency Management Act 2006 after an emergency event to coordinate longer term recovery activities at the regional and/or local levels. These committees bring together members of the affected community, councils and relevant Tasmanian Government agencies to collaboratively plan, prioritise and coordinate regional and local recovery activities
<b>command</b>	The internal direction of an organisation's resources in an emergency.
<b>community centres</b> NB one or more centre type can be combined at the same location if necessary.	<p><b>Assembly:</b> An identified location where affected persons can assemble. Assembly centres are generally established for a short period of time to meet the immediate personal support needs of individuals and families e.g. Evacuation Centres.</p> <p><b>Evacuation:</b> An identified location for persons of an affected area to be temporarily accommodated. This includes the provision of basic services to meet affected people's immediate personal needs.</p> <p><b>Information:</b> An identified location where information is made available for emergency-affected people. They can be virtual (e.g. call centres or web based), or physical (e.g. at a community centre). Notwithstanding the structural arrangements, the importance of providing clear and consistent information is acknowledged</p> <p><b>Recovery:</b> An identified location for affected persons to access information and assistance after an emergency has occurred. A range of Government and Non-Government Organisations operate from recovery centres (it can also be referred to as a 'One-Stop Shop').</p>
<b>control</b>	The overall direction and management of response/recovery activities for an emergency. The authority for control can be established in legislation or in an emergency plan and includes tasking and coordinating other organisations' resources to meet the needs of the situation (ie control operates horizontally across organisations).
<b>coordination</b>	The systematic acquisition and application of resources (workers, equipment, goods and services) during response/recovery. Coordination can operate vertically within an organisation (as a function of command), as well as horizontally across organisations (as a function of control).
<b>debrief</b>	A meeting of stakeholders to review the effectiveness of response/recovery operations as well as other activities associated with emergency management such as training and exercises.
<b>Deputy Municipal Coordinator</b>	<p>Deputy Municipal Emergency Management Coordinator appointed under section 23 of the Act.</p> <p>Section 23 establishes the Deputy Municipal Coordinator as a ministerial appointment in each municipal area who can act for the Municipal Coordinator when the Municipal Coordinator is:</p>

Term	In the context of this plan, this means:
	<ul style="list-style-type: none"> <li>absent from duty or Tasmania</li> <li>unable to perform the Municipal Coordinator duties (permanently) OR</li> <li>temporarily not appointed (e.g. has resigned)</li> </ul>
<b>emergency</b>	Further defined by the Act. Simply explained, an event that endangers, destroys or threatens to endanger or destroy human life, property or the environment, or causes or threatens to cause injury or distress to persons; and requires a significant response from one or more of the statutory services.
<b>emergency centres</b>	<p><b>Emergency Coordination Centre:</b> A generic term for any facility or location where an identified group or team meets to coordinate measures to address the consequences of an emergency. The work at Emergency Coordination Centres can be agency-specific or community focused. This means multiple centres may be active for a single emergency, and they may be co-located with other centres depending on the situation (e.g. an Emergency Operations Centre). Municipal, Regional and State Emergency Management Committees manage the Emergency Coordination Centres that are focused on community-wide consequence management.</p> <p><b>Emergency Operations Centre:</b> A generic term for any facility or location where an identified group or team meets to give direction for agency-specific work related to an emergency.</p> <p>This includes the acquisition and allocation of resources required by the agency. The way Emergency Operations Centres are used can vary depending on the situation.</p> <p><b>Incident Control Centre:</b> The location from which the Response Management Authority exercises Control of response operations for an emergency.</p>
<b>emergency management</b>	Further defined in the Act. Simply explained, emergency management is the framework that provides for planned and coordinated measures that reduce vulnerabilities and enhance capacities to withstand emergencies, as well as cope with and recover from their impacts.
<b>emergency management plan</b>	A document required by the Act that describes governance and coordination arrangements and assigned responsibilities for: a geographic area, identified hazard, or function relevant to Tasmanian emergency management. It includes descriptions of processes that provide for safe and effective operations for emergency situations.
<b>emergency management worker</b>	A member of a statutory service, whether for payment or other consideration or as a volunteer; or an authorised officer; or a person who does or omits to do any act in the assistance of, or under the direction or control of, an authorised officer; further defined by the Act.
<b>emergency power and special emergency power</b>	A power specified in Schedule 1 or Schedule 2 of the Act.
<b>emergency risk management</b>	A process which involves dealing with risks to the community arising from emergency events.
<b>hazard</b>	A place, structure, source or situation, that may potentially endanger, destroy or threaten to endanger or destroy human life, property or the environment <i>further defined by the Act.</i>
<b>Management Authority</b>	Management Authorities provide direction so that capability is maintained for identified hazards across the PPRR spectrum.
<b>Municipal Chairperson</b>	The person determined by Council, under section 21 (2) of the Act to be the Municipal Chairperson.
<b>Municipal Committee</b>	A Municipal Emergency Management Committee established under section 20 of the Act.
<b>Municipal Coordinator</b>	A person appointed as a Municipal Emergency Management Coordinator under section 23 of the <i>Emergency Management Act 2006</i> .

<b>Term</b>	<b>In the context of this plan, this means:</b>
<b>Municipal Recovery Coordinator</b>	A person appointed to coordinate, manage and advise on recovery arrangements at a municipal level under section 24G of the <i>Emergency Management Act 2006</i> .
<b>Permanent Timber Production Zone land</b>	Permanent Timber is a land classification, established under the Production Zone land <i>Forest Management Act 2013</i> . It replaces the term "State Forest", defined in the <i>Forestry Act 1920</i> that was repealed in 2013.
<b>preparedness</b>	Planned and coordinated measures so safe and effective response and recovery can occur.
<b>prevention and mitigation</b>	Planned and coordinated measures that eliminate or reduce the frequency and/or consequences of emergencies.
<b>public information</b>	Timely and accurate public information that is provided in order to protect and reassure the community.
<b>Recovery</b>	The process of dealing with the impacts of an emergency, with the aim of returning social, economic, infrastructure, economic, and natural environments to an effective level of functioning
<b>Recovery Centre</b>	A place or facility where people affected by an emergency may be provided with information about, or support to recover from, that emergency.
<b>Recovery Authority</b>	The organisation in charge of recovery from a specific emergency, including council, a Recovery Taskforce or a State Government agency.
<b>Recovery Function</b>	A particular activity or group of activities that may be undertaken as part of recovery efforts.
<b>Regional Emergency Management Committee</b>	A Regional Emergency Management Committee established under section 14 of the <i>Emergency Management Act 2006</i> .
<b>Regional Controller</b>	From the Act: "Regional Controller" means the Regional Emergency Management Controller appointed under section 17; Section 17 establishes the Regional Controller function as a person who is either: <ul style="list-style-type: none"> <li>• a police commander determined by the Commissioner of Police and the State Controller OR</li> <li>• a person appointed by the Minister.</li> </ul>
<b>Regional Emergency Management Plan</b>	A plan approved by the State Controller for a region under section 33, as amended or substituted from time to time with the approval of the State Controller under that section
<b>Regional Emergency Management Team</b>	Staff of the RECC who perform various roles relating to the coordination of the emergency management response within the Region.
<b>Regional Social Recovery Coordinator</b>	A nominated State Government worker who is authorised to coordinate the delivery of social recovery services within a region, in collaboration with Municipal Recovery Coordinators and their deputies.
<b>Register. Find. Reunite</b>	Australian Government service operated by Red Cross that registers, finds and reunites family, friends and loved ones after an emergency. Previously known as the National Registration and Inquiry System (NRIS).
<b>Response</b>	Planned and coordinated measures that resolve emergencies.
<b>Risk</b>	A concept used to describe the likelihood of harmful consequences arising from the interaction of hazards, communities and the environment.
<b>Risk Assessment</b>	The process used to determine risk management priorities by evaluating and comparing the level of risk against predetermined standards, target risk levels or other criteria.
<b>situational awareness</b>	Situational awareness involves not only an understanding of the current emergency incident but also forecasting how it could evolve to provide

Term	In the context of this plan, this means:
	advance warning of impending threats and to facilitate the planning of response and mitigation strategies.
<b>State Controller</b>	<p>The State Emergency Management Controller appointed under section 10 of the Act.</p> <p>From the Act: "State Controller" means the State Emergency Management Controller appointed under section 10;</p> <p>Section 10 establishes the State Controller function as a person who is either:</p> <ul style="list-style-type: none"> <li>the Head of Agency for the Department of Police, Fire and Emergency Management OR</li> <li>a person appointed by the Minister.</li> </ul>
<b>state of emergency</b>	A state of emergency declared under section 42 of the Act.
<b>Support Agency</b>	<p><b>Assisting:</b> Assisting Support Agencies have specific capabilities or resources that complement the Primary Support Agency in delivering the relevant support function.</p> <p><b>Primary:</b> Organisations that are responsible for the delivery and/or coordination of specific functional capabilities as agreed with Management Authorities. Primary Support Agencies command their own resources in coordination with the Management Authority, as required.</p>
<b>validation</b>	Activities that are conducted to assess or review the effectiveness of emergency management arrangements. Standard validation activities include exercises, operational debriefs, workshops, and reviews.
<b>warning</b>	Dissemination of a message signaling imminent hazard/s, which may include advice on protection measures.
<b>worker</b>	A generic term used to describe people who perform defined functions for an organisation or system, including: staff, volunteers and contractors/consultants.

## Acronyms

1.3 Table 2 lists acronyms that are used in this plan, which are consistent with the Tasmanian Emergency Management Plan (TEMP).

**Table 2 Acronyms**

Acronym	Stands for...
AARC	Affected Area Recovery Committee
AIDR	Australian Institute of Disaster Resilience
AGD	Attorney-General's Department
AIIMS	Australasian Inter-Service Incident Management System
AO	Administrative Officer
AT	Ambulance Tasmania
BCA	Building Code of Australia
BoM	Bureau of Meteorology
CALD	Culturally and Linguistically Diverse
CBD	Central Business District
CBRNE	Chemical, Biological, Radiological, Nuclear, Explosive
CoH	City of Hobart
CRP	Community Recovery Plan
DoH	Department of Health
DPAC	Department of Premier and Cabinet
DSG	Department of State Growth
DMC	Deputy Municipal Coordinator
DoE	Department of Education
DoJ	Department of Justice
DPAC	Department of Premier and Cabinet
DPFEM	Department of Police, Fire and Emergency Management
DPIPWE	Department of Primary Industries, Parks, Water and Environment
DTF	Department of Treasury and Finance
ECC	Emergency Coordination Centre
EOC	Emergency Operations Centre
GIS	Geographic Information Systems
HOC	Head of Communications
LC	Logistics Coordinator
LGAT	Local Government Association of Tasmania
MAST	Marine and Safety Tasmania
MC	Municipal Coordinator
MECC	Municipal Emergency Coordination Centre
MEMC	Municipal Emergency Management Committee
MRC	Municipal Recovery Coordinator
MRT	Mineral Resources Tasmania

Acronym	Stands for...
NGO	Non Government Organisation
OCM	Operations Centre Manager
OESM	Office of Security and Emergency Management (DPAC)
PHS	Public Health Services
PO	Planning Officer
PPRR	Prevention and Mitigation, Preparedness, Response and Recovery
RC	Recovery Coordinator
RCM	Recovery Centre Manager
REMC	Regional Emergency Management Committee
REMT	Regional Emergency Management Team
RFR	Register Find Reunite
RO	Recovery Officer
RSRC	Regional Social Recovery Coordinator
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SOP	Standard Operating Procedure
SRSRC	Southern Region Social Recovery Committee
SIT REP	Situation Report
TASPOL	Tasmania Police
TEIS	Tasmanian Emergency Information Service
TEMP	Tasmanian Emergency Management Plan
TEMRAP	Tasmanian Emergency Municipal Risk Assessment Project
TFS	Tasmania Fire Service
THS	Tasmanian Health Service
TRRA	Tasmanian Relief and Recovery Arrangements



## Introduction

- 1.4 The City of Hobart has an integral role in emergency management and provides the focal point for leadership and service delivery to the community. It has resources that may be directly utilised, has access to other resources within the community and to vital information about the community that will be required in the process of responding to and recovering from an emergency.
- 1.5 A map showing the municipal area is included in this section – Figure 1.

## Authority

- 1.6 This plan is issued under the authority of the State Controller in accordance with the requirements of Section 34 of the Act and is maintained by council. Further details are in Section 4 of this plan.

## Aim

- 1.7 The aim of this plan is to detail arrangements, which reduce emergency related risks to the community and provide a mechanism to mitigate and counter the impact and effects of an emergency that may arise within the municipal area (Figure 1).

## Objectives

- 1.8 The objectives of this plan are to:
- a Record roles and responsibilities related to identified hazards and emergency management functions;
  - b Record current arrangements for prevention and mitigation, preparedness, response and recovery including:
    - i the legislated requirement to maintain this plan;
    - ii protocols for coordinating mutual support with neighbouring councils; and
    - iii identification of ways to request/access additional support from regional, State and Commonwealth levels.
  - c Identify opportunities to reduce risks to the community;
  - d Increase community awareness and involvement in risk and emergency management;
  - e Bring about the integration of Council and community safety and wellbeing programs into Council operational plans;
  - f Provide a framework for the ongoing assessment of risks to the community and environment and pursuit of effective treatment options; and
  - g Describe the Council's contribution to the management of emergency events within the municipal area and the region.
- 1.9 These objectives are established so that effective response and recovery can occur.

## Scope and Application

- 1.10 The arrangements in this plan are designed to be used to address emergencies that have the following characteristics:
- a Caused by hazards impacting in or on the Hobart municipal area.
  - b Can be managed by the capability of local emergency management structures.
- 1.11 These arrangements are intended to be scalable and flexible so they can be adapted as required. They are always active across the PPRR spectrum but specific powers/authorities may be authorised (typically during response and recovery) to complement existing efforts.

- 1.12 The Municipal Coordinator may activate specific sections of the plan. In addition, direction and/or advice to activate these arrangements may be provided by the:
  - a Regional Controller (Southern Region);
  - b Regional Emergency Management Planner (REMP) , SES (Southern Region); or
  - c Chair of the MEMC.
- 1.13 Other communications may occur between responsible officers from other State Government agencies identified in Section 2 and the Municipal Coordinator but coordination for formal activation of arrangements is best achieved by working with the Regional Controller/SES Regional Emergency Management Planner .
- 1.14 Additional/more detailed arrangements for specific hazards or functions for this municipal area are described in Associated Plans etc and these are listed in Appendix 1 'List of Associated Documents'.

## Context Statement

### General Description

- 1.15 Hobart is the capital city of Tasmania and includes an area of 76.2 square kilometers situated on the southwestern side of the River Derwent. It extends from the Kingborough municipal area in the south at Cartwright Creek to New Town Creek in the north bordering with the City of Glenorchy. Mount Wellington dominates the City's western boundary, which extends from the summit south across the Huon Highway at Long Creek southwest of Fern Tree.
- 1.16 Three major roads lead south from the City:
  - a The coastal route via the Channel Highway;
  - b The high level route via the Huon Road; and
  - c The Southern Outlet.
- 1.17 The major roads north are Brooker Highway and New Town Road.
- 1.18 Access to the east is via the Tasman Bridge across the River Derwent.
- 1.19 The City's resident population is approximately 49,000 with an additional daily workforce population of approximately 46,000 and approximately 24,000 rateable properties.
- 1.20 The City hosts 1,117,528 overnight visitors annually (Tasmanian Visitor Survey April 2018-March 2019).
- 1.21 Hobart Port, major oil and gas storage facilities and the Central Business District (CBD) are located within the city boundaries.

### Topography

- 1.22 Streams starting in the foothills, flow easterly developing into fast flowing rivulets as they pass through the densely populated areas prior to entering the Derwent. Due to the steep slopes of the foothills of Mount Wellington, stream flows are rapid, roads are seldom cut and the duration of inundation is short. However the steep slopes and relatively short length of rivulets means that Hobart can be subject to damaging flash floods.
- 1.23 During periods of intense bushfire activity the roads to the south of the City are susceptible to closure from the effects of the fires.
- 1.24 The major access south is via the Southern Outlet and snow to levels lower than 400m can result in its closure.
- 1.25 Given Hobart's topography, fire and flood are two of City of Hobart's most significant hazards. Further details of Hobart's hazards are available on the City of Hobart's Strategic Risk and Resilience Register

**Climate**

- 1.26 Hobart's climate is typical of the temperate zones of the world, with mild to warm summers and cool winters. It is changeable with sudden showers interspersed with hours of sunshine and alternate warm and cool days particularly in spring and autumn.

**Temperature**

- 1.27 In summer the maximum temperature averages 21°C, while the minimum averages 11°C. The average maximum temperature in winter is 11°C with a minimum averaging 4°C with occasional frosts.
- 1.28 However, extreme maxima have exceeded 40°C, and minimums of -8°C on Mount Wellington in summer.

**Rainfall**

- 1.29 The average annual rainfall for the City is 627mm while Mount Wellington experiences more than 1400mm. The rainfall is distributed throughout the year with a variation in the monthly average of 17mm. Extreme rainfall may occur as a result of easterly weather conditions, which may produce rainfall for several days in autumn that can become concentrated by the orographic effect of Mount Wellington. Periods of intense rainfall can produce extreme flood flows in the rivulets. As detailed in section 1.25, Hobart's topography exacerbates the effect of these rainfall events. This was demonstrated during the May 2018 flood event.

**Snow**

- 1.30 Snow has settled in the City on some ten occasions during the past 100 years. When these falls occur to the 400m level or lower, traffic is disrupted on the Southern Outlet. Hail storms occur on an average of three to four times a year.

**Thunderstorms**

- 1.31 Thunderstorms occur on an average of five times a year mainly in the summer months. The accompanying lightning is rarely the cause of bushfire outbreak as most electrical storms include rain that usually quenches any fires lit in this manner. However dry lightning strikes can occur, resulting in bushfires occurring, as witnessed during the January 2019 Southern Tasmania bushfires.

**Winds**

- 1.32 Winds have reached velocities of 150km/h and been recorded as causing minor to severe damage to properties.

**Vegetation**

- 1.33 A large proportion of the hills around Hobart are covered by dry sclerophyll forest with pockets of rainforest or wet sclerophyll forest. The remainder is cleared land and hobby farms. Winter rainfall encourages vegetation to flourish in the spring, providing extensive fuel for bushfires in the summer.
- 1.34 The dry sclerophyll forests are easily ignitable utilising the readily available eucalypt as fuel. The foothills rising to the south are covered with dry sclerophyll forest and are extremely susceptible to wildfire during the prevailing north-westerlies. The threat to properties from bushfire will always exist as the fringe areas of the City develop.

**Essential Services**

- 1.35 A reticulated potable water supply is managed by TasWater and is available to all but a handful of dwellings that are located in a semi-rural environment and remote from the supply. The semi-rural areas such as Fern Tree, which contains the settlement of Ridgeway are the only populated areas of the City not connected to the sewerage system, utilising septic tank disposal systems.
- 1.36 An extensive system of underground drainage pipes in conjunction with major rivulets cater for the stormwater drainage of the urbanised areas of the city whereas the semi-

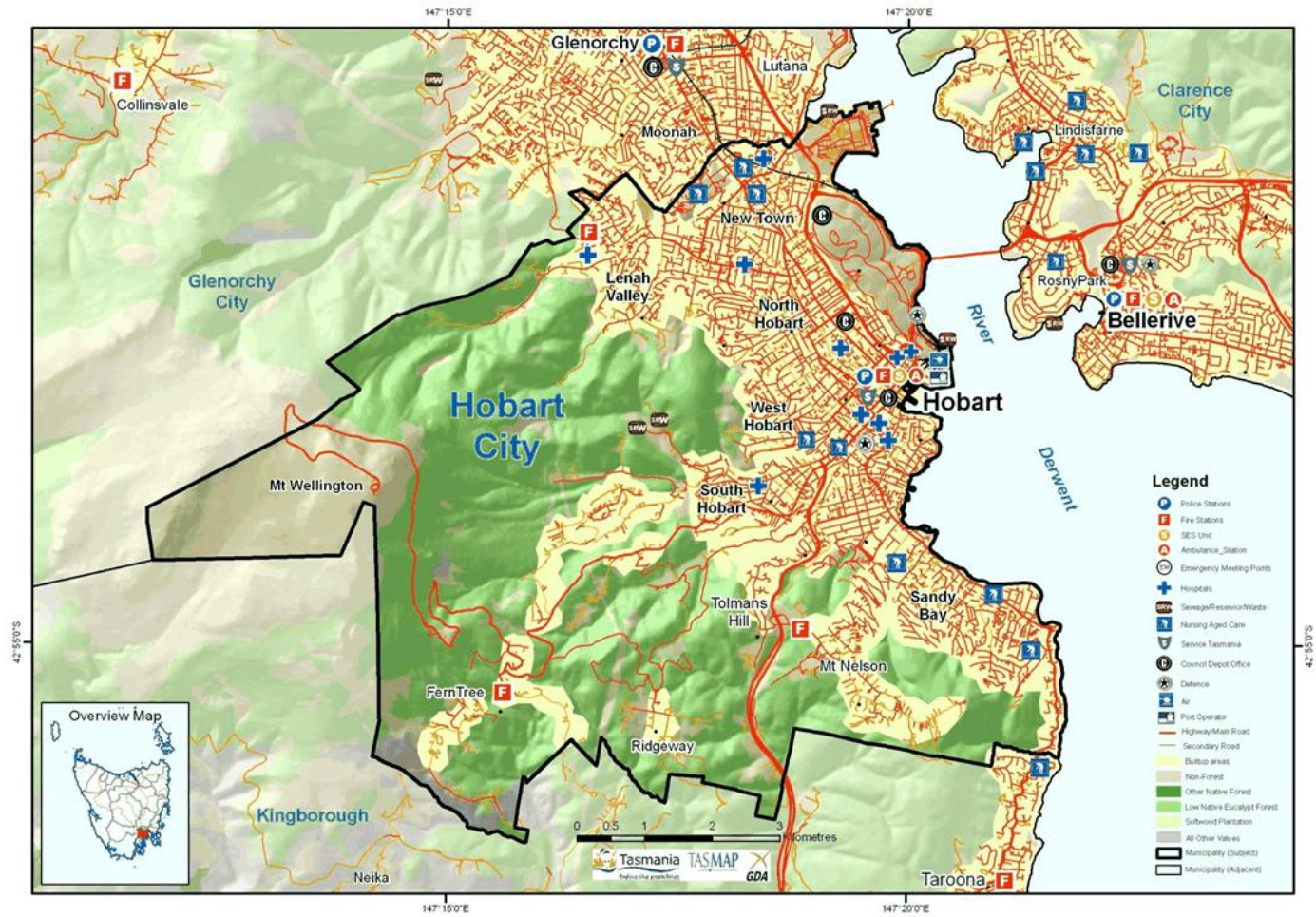
rural areas generally are serviced by table drains, culverts and natural watercourses of varying sizes.

- 1.37 The electricity generation, transmission and distribution system is owned and operated by the Hydro Tasmania and TasNetworks, respectively. The administrative centres of the two energy organisations are located within the central city area.
- 1.38 TasGas has developed a natural gas reticulation system within the City, which is being extended on a needs / demand basis.
- 1.39 A number of major telephone exchanges are located within the City as well as administrative offices of the main telecommunications provider, Telstra.
- 1.40 The Royal Hobart Hospital is located in the CBD. There are an additional three private hospitals and a number of aged care facilities within the City.
- 1.41 The NBN has been substantially installed throughout the Hobart municipal area.

#### **Emergency Services**

- 1.42 Being the capital city, Hobart is well served by the emergency services.
- 1.43 Tasmania Police is housed in a headquarters complex that brings all branches of the service into the one central area. The complex also contains the communications centre and major incident rooms.
- 1.44 The administrative offices of the Tasmania Fire Service are located within the central city area along with a well-resourced Hobart Fire Brigade, which is supported by a number of volunteer brigades.
- 1.45 The Ambulance Tasmania headquarters and operations centre is located within the central city area and includes their statewide communications centre.
- 1.46 The headquarters and centre of operations of the SES is also located within the central city area and along with Police Headquarters have the facilities to run a major incident room in the event of an emergency.

Figure 1 Map of Municipal Area



## Section 2 Governance and Management

---

- 2.1 This section records how municipal emergency management is governed and managed (Figure 2) and who is involved, ie three levels of government with a focus on the main roles at the municipal level.

### Roles of Government and Emergency Management Partners

- 2.2 In Australia, the three spheres of government (Commonwealth, State and local) work in partnership to achieve safer, sustainable communities through robust emergency management arrangements. The Tasmanian Emergency Management Plan provides a summary of the different roles of government for emergency management. Non-Government Organisations, industry/professions, communities and individuals complement the work of Governments for emergency management.
- 2.3 At the municipal level, councils have a central role in coordinating and facilitating a range of emergency management activities for all hazards, as well as resourcing specific council responsibilities for emergency management.
- 2.4 The Municipal Emergency Management Committee (MEMC) plays a pivotal role in meeting these requirements, as detailed in section 2.11.

### The Legal Framework for Emergency Management

- 2.5 In Tasmania, powers and authorities for emergency management are provided in the *Act*. The *Act* establishes a flexible emergency management system including emergency powers for the appointment of workers for emergency management functions including for Municipal Coordinators, Deputy Municipal Coordinators and Municipal Chairpersons.
- 2.6 Supporting responsibilities are established in the *Local Government Act 1993* for council functions and powers that include:
- a providing for the health, safety and welfare of the community;
  - b representing and promoting the interests of the community; and
  - c providing for the peace, order and good government of the municipal area.

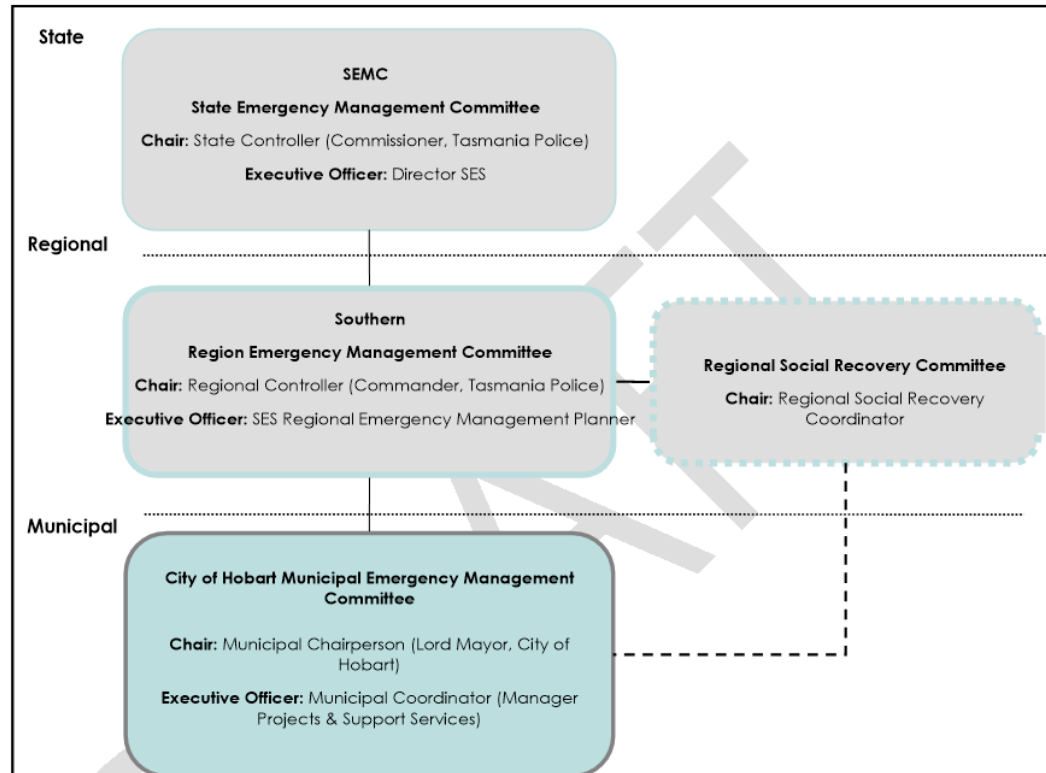
### Emergency Power and Declarations

- 2.7 Powers related to specific hazards and/or functions are established by specific State legislation or national arrangements (in some instances Commonwealth legislation can also provide authority).
- 2.8 The *Act* provides additional powers for Regional Controllers, the State Controller, the Minister and the Premier to authorise and/or direct authorised officers to take action for the protection of life, property and the environment. There are three types of powers established by the *Act*:
- a risk assessment powers, authorised by the State Controller (s36);
  - b emergency powers, authorised by the State Controller (s40); and
  - c special emergency powers (under a declared state of emergency) authorised by the Premier. In this circumstance, Regional Controllers automatically have emergency powers conferred to them (s42).
- 2.9 These powers can be used at any time, provided the criteria set out in the *Act* are met. Municipal Coordinators provide advice to the Regional Controller/SES Regional Emergency Management Planner if they believe specific powers should be authorised.
- 2.10 Conversely if powers under this act are authorised, the Regional Controller/SES Regional Emergency Management Planner will assist Municipal Coordinators to perform the functions required of them. Any specified authorised officer, which may include

Municipal Coordinators, may need to implement the powers as required by the authorisation.

## Emergency Management Governance

Figure 2 Municipal Emergency Management Governance



### LEGEND:

- Direct reporting relationship
- - - - Also works/communicates with

## Municipal Committee

- 2.11 The strategic objectives for emergency management of the City of Hobart Municipal Committee is to:
- a maintain the Hobart Emergency Management Plan to guide the management of risks to the community arising from emergencies by considering all elements of PPRR;
  - b recognise the value of relationships and partnerships for emergency management, in particular the importance of:
    - i community contributions in emergency management and promoting community engagement as required;
    - ii maintaining linkages with related bodies including the Southern Region Emergency Management Committee (the Regional Committee); and
    - iii identifying roles and responsibilities and integration processes between emergency management and City of Hobart management structures.



- c develop a progressive review system which is implemented for all emergency management elements which is based on continuous improvement principles; and
  - d maintain an active and relevant municipal committee.
- 2.12 The Municipal Emergency Management Committee has an important role in effective leadership and communications during and after an emergency. It does this by meeting, if possible, during and after an emergency. At that time the MEMC will provide strategic advice in regard to the CoH's response to an emergency. However the MEMC is not expected to provide operational involvement in an emergency. It is noted that many emergencies occur rapidly and there may not be an opportunity for the MEMC to meet prior to or during an emergency.
- 2.13 The Municipal Coordinator will lead the City of Hobart's response to an emergency by establishing an Incident Management Team based on the principles of AIMS.
- 2.14 The Municipal Coordinator shall maintain a procedure that provides guidance as to when the MEMC may meet prior to, or during an emergency, and the agenda for those meetings.
- 2.15 The Hobart Emergency Management Committee, chaired by the Lord Mayor, or representative, is supported by the Municipal Coordinator from City of Hobart as required by s19-24 of the Act.
- 2.16 The Municipal Committee maintains a Terms of Reference, which are reviewed approximately every two years and noted by the State Emergency Management Committee.
- 2.17 Within the City of Hobart a number of other committees and groups are part of the emergency management consultation framework. While they operate independently, they provide reports and information to the Municipal Committee as agreed and are invited to participate in the review of this plan.
- 2.18 This committee is part of Southern region. The Southern Region Emergency Management Committee has overarching responsibility for regional emergency management activities. Each council is represented on the Regional Committee by the Municipal Coordinator.
- 2.19 The Regional Committee is chaired by the Regional Controller and supported by the SES Regional Emergency Management Planner as the Executive Officer. Section 13-18 of the Act establishes these responsibilities and functions.

## Responsibilities

- 2.20 The following table summarises the responsibilities of Management Authorities and councils for hazards in Tasmania. This table is not intended to be exhaustive, and changes to it can be made by agreement through the consultation framework over the life of this plan and/or as required during emergencies. More detail for comprehensive responsibilities is included in the regional plan.

**Table 3 Summary of Responsibilities**

Row	Hazard	Response Management Authorities	City of Hobart's Support Function and Activities (as required)
1	Biosecurity emergencies (disease, weeds and pests affecting animals and plants)	DPIPWE Biosecurity Tasmania	Property identification Road closures Local operations centres Access to disposal facilities Plant and machinery
2	Coastal erosion	DPIPWE	Property identification Road closures Local operations centres

Row	Hazard	Response Management Authorities	City of Hobart's Support Function and Activities (as required)
			Plant and machinery
3	Earthquake	TASPOL	Property identification Road closures Local operations centres Building inspections Engineering assessments Plant and machinery
4	Energy supply emergency (Includes: petroleum, gas, electricity. Excludes: energy infrastructure failures)	DSG	Property identification Local operations centres Advice on facilities requiring priority restoration
5	Environmental emergency (marine pollution and spills)	DPIPWE EPA Division	Infrastructure information relating to stormwater Plant and machinery Access to disposal facilities
6	Fire-national parks, reserves	DPIPWE Parks and Wildlife Service	Community information Plant and machinery
7	Fire-declared forest land/state forest	Sustainable Timber Tasmania	Community information Plant and machinery Community Centres
8	Fire-urban, and privately managed rural land	TFS	Property identification Road closures Plant and machinery Community Centres
9	Flood-dams	TASPOL (Assisted by dam owner)	Property identification Road closures Local operations centres Community information Plant and machinery
10	Flood-rivers & flash flooding	SES/TASPOL/Councils	Property identification Road closures Local operations centres Community information Plant and machinery
11	Food contamination	DHHS-PHS	Premises inspection Infection controls Community Information Property identification
12	Hazardous materials-chemical, liquid fuel, explosives (unintentional release)	TFS	Property identification Road closures
13	Hazardous materials-radiological (unintentional release)	TASPOL	Property identification Road closures
14	Influenza pandemic	DHHS-PHS	Coordination of health system response

Row	Hazard	Response Management Authorities	City of Hobart's Support Function and Activities (as required)
			Community information
15	Infrastructure failure-buildings	TASPOL	Property identification Road closures Local operations centres Community information Plant and machinery
16	Infrastructure failure-state roads and bridges NB includes transport disruption	DSG Traffic Infrastructure Services	Local operations centres Community information Plant and machinery Alternative transport routes
17	Intentional violence (e.g. CBRN attacks, sieges, terrorist events)	TASPOL	Property identification Road closures Local operations centres Community information Plant and machinery
18	Landslip, landslide	TASPOL	Property identification Road closures Local operations centres Community information Plant and machinery Access to disposal facilities
19	Nuclear powered warship visits	TASPOL	Property identification Road closures Local operations centres Community information
20	Heatwave	DHHS-PHS	Provision of warning and advice
21	Public health emergency	DHHS-PHS	Premises inspection Infection controls Community Information Property identification
22	Sea inundation from storm surge	DPFEM	Property identification Road closures Local operations centres Plant and machinery
23	Space debris	TASPOL	Property identification Road closures Local operations centres Plant and machinery
24	Storm, high winds, tempest	SES	Property identification Road closures Local operations centres Plant and machinery
25	Transport crash-aviation	TASPOL	Property identification Road closures Local operations centres Plant and machinery

Row	Hazard	Response Management Authorities	City of Hobart's Support Function and Activities (as required)
26	Transport crash: <ul style="list-style-type: none"> <li>marine (no environmental emergency)</li> <li>railway</li> <li>road vehicles</li> </ul>	TASPOL	Local operations centres Plant and machinery Road closures Alternative transport routes
27	Tsunami and related sea inundation	DPFEM	Property identification Road closures Local operations centres Plant and machinery
28	Water supply contamination	DHHS-PHS	Property identification Road closures Local operations centres Plant and machinery Management of water carriers

**Other Support Services**

Row	Function / Activity	Response Management Authorities	Typical Council Support Function and Activities
1	Barriers / Signage	City of Hobart	Provide resource support
2	Dissemination of Information to the Public	Response Management Authority City of Hobart	Provide community information on recovery services
3	Essential Services <ul style="list-style-type: none"> <li>• Power</li> <li>• Telecommunications</li> <li>• Water Supply</li> <li>• Natural gas</li> <li>• Stormwater</li> </ul>	TasNetworks Telstra TasWater TasGas City of Hobart	Provide resource support
4	Human Resources	SES City of Hobart	Provide resource support.
5	Medical Treatment and Patient Transport	Ambulance Tasmania (AT)	Provide resource support
6	Plant and Equipment	City of Hobart	Provide resource support
7	Recovery Services including  Accommodation Catering Personal Support and Community Assessments Financial and Appeals Insurance Clothing Children Services Registration and Inquiry Recovery Centres Immunisation Community Development Animal Welfare	City of Hobart supported by regional resources as required.	Coordinate recovery services.  Refer Community Recovery Plan  Refer Evacuation Centre Operating Procedure.

### Section 3 Emergency Management Arrangements

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This section describes the general arrangements for emergency management within the municipal area. It has 4 sub-sections:

<b>Prevention and Mitigation</b>	This section describes the current focus of prevention and mitigation for municipal emergency management.
<b>Preparedness</b>	This section describes what is done to be ready to respond and manage recovery, before an emergency occurs or is imminent.
<b>Response</b>	This section describes what is done when an emergency occurs or is imminent.
<b>Recovery</b>	<p>This section describes what is done in similar time frames to response to support recovery in the short-term and the longer term across the 4 recovery elements:</p> <ul style="list-style-type: none"><li>• social</li><li>• infrastructure</li><li>• economic</li><li>• environment.</li></ul>

## Section 3.1 Prevention and Mitigation

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- 3.1 This section describes the current focus of prevention and mitigation for municipal emergency management.

### Overview

- 3.1.1 The City of Hobart Emergency Management Committee oversees a range of prevention and mitigation activities in collaboration with its emergency management partners at municipal, regional and state levels.
- 3.1.2 The current areas of focus for prevention and mitigation in the Hobart municipal area:
- a Research;
  - b risk management (includes risk assessments and risk reduction activities);
  - c protective security and business continuity;
  - d land-use planning; and
  - e climate change adaptation.

### Current Arrangements

#### Research

- 3.1.3 Through its membership, the Municipal Committee maintains an awareness of research for hazards and emergency management relevant to the municipal area. These hazards are described in Section 2 of this plan.
- 3.1.4 Findings of research that has relevance for the Municipal Committee's emergency management partners (including the community) are communicated and shared in a coordinated and appropriate way by committee members.

#### Risk Management

- 3.1.5 Each organisation is responsible for conducting risk assessments based on the findings of credible research, and incorporating the outcomes into their risk management programs and hazard registers as required. Risk assessment and risk management activities are completed in line with Tasmanian Emergency Risk Assessment Guidelines (TERAG) and AS/NZS ISO 31000:2009 and the relevant requirements/guides of each participating organisation.
- 3.1.6 Outcomes of the Tasmanian Municipal Emergency Risk Management Project coordinated by the SES over 2016-2017, which has been reviewed with each Issue of this plan, are reviewed by the Municipal Committee updated by the Committee on a case by case basis, in consultation with stakeholders. Aspects that affect this municipal area are used as the basis for regular reviews to this plan, so the arrangements address the major risks to community safety.
- 3.1.7 Appendix 2 summarises the current risk assessment findings and identifies the following general responsibilities for treatments:
- a council responsibility
  - b partnership: combination of councils, State Government agencies, Industry, Individuals
  - c State Government agency, Industry Association, Industry sector or individual
  - d Whole of Government responsibility.

#### Protective Security and Business Continuity

- 3.1.8 Emergency management for the Hobart municipal area includes business continuity arrangements for the area and the region. Each asset owner/service provider is



responsible for maintaining systems, processes and resources to achieve an appropriate standard of business continuity.

- 3.1.9 Supply/redundancy of main services are particularly important mitigation measures for local emergency management operations and rely on relationships and arrangements being reviewed on an ongoing basis with asset owners/managers for the following areas including but not limited to:
- a power supply;
  - b potable water;
  - c transport networks and alternative route planning;
  - d telecommunications; and
  - e public/environmental health standards.
- 3.1.10 Protective security practices have been further integrated into all safety management systems following increased frequency of events that are politically motivated or caused by intentional violence. As for business continuity arrangements, each organisation maintains their own arrangements to enhance their security. Specific advice related to counter-terrorism practices can be provided by the Special Response and Counter-Terrorism Command within Tasmania Police.

### Land Use Planning

- 3.1.11 Land use planning responsibilities are identified in the *Land Use Planning and Approvals Act 1993* and at municipal level they are largely managed by councils.
- 3.1.12 Land use planning schemes for the Hobart municipal area are reviewed and updated on an ongoing basis to incorporate enhanced preventative measures to mitigate the impact of emergencies on communities. The Hobart Interim Planning Scheme 2015 is the relevant planning scheme for the City of Hobart. For further information: <https://www.hobartcity.com.au/Development/Planning/Planning-schemes>
- 3.1.13 Aspects that have been included in planning schemes include the following
- a Sediment and erosion control
  - b Landslip risk management
  - c Bushfire risk management
  - d Flood and debris risk management
  - e Coastal inundation risk management
  - f Coastal erosion risk management

### Climate Change Adaptation

- 3.1.14 Climate change is changing the risk and hazard profiles for local governments and communities. The changing climate is increasing the intensification and frequency of natural hazards, against a background of a climate that is warming where some known past conditions are becoming extinct and new ones are emerging that are not known or anticipated. A further consequence is that emergency events are cascading, coinciding or concatenating. This is creating additional roles and resource burden on local government that has key roles in preparedness and recovery across their municipal area, as well as increasing the level of response required during disaster events.
- 3.1.15 The City of Hobart is increasing its knowledge and understanding of the increasing climate hazards, and identifying programs, assets and services that have the potential to increase the resilience across its municipal area.

## Section 3.2 Preparedness

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3.2 This section describes what is done to be ready to respond and manage recovery, before an emergency occurs or is imminent.

### Overview

- 3.2.1 Preparedness is managed collaboratively between State Government, councils and their emergency management partners.
- 3.2.2 Work health and safety legislation and general legal requirements of individuals form the basic 'preparedness' obligations e.g. employers are required to prepare their workers for the workplace environment, including emergencies.
- 3.2.3 Specific State and Commonwealth legislation establishes hazard and function specific responsibilities for regulators and government agencies (see the summary of legislation in TEMP Appendix 5.3)
- 3.2.4 Furthermore, the *Act* identifies a number of additional responsibilities that are specific to preparedness at the municipal level including:
  - a council responsibilities for:
    - i providing resources and facilities for the management of emergencies in the municipal area in accordance with the municipal plan (s47);
    - ii providing facilities and resources for the council supported volunteer State Emergency Service Unit/s as well as the storage and maintenance of the equipment used by the unit/s and areas for training (arranged in conjunction with the Director State Emergency Service (s49); and
    - iii making recommendations for the Municipal Coordinator and Deputy roles (s23-24) and providing a chairperson for the committee (s21).
  - b the preparation and maintenance of a municipal emergency management plan for the municipal area (s34);
  - c establishment of a Municipal Emergency Management Committee (s22);
  - d State Emergency Service responsibilities in Section 26 to:
    - i provide advice and services in accordance with emergency management plans; and
    - ii recruit, train and support a volunteer workforce.
- 3.2.5 Support Agencies and owner/operators of specific facilities maintain processes and arrangements so they are ready to:
  - a fulfill their roles in emergency management;
  - b achieve 'business as usual' for as long as possible; as well as
  - c coordinate recovery and support broader recovery efforts after the emergency, if required.

## Current Arrangements

### City of Hobart Emergency Management Plan

- 3.2.6 The City of Hobart Emergency Management Committee is responsible for the preparation and maintenance of this plan. The plan is reviewed at least every two years after it was last approved. The SES provides guidance for the plans format and content and arranges for its approval by the State Controller.
- 3.2.7 Section 4 of this plan provides more information about this plan including the Distribution List. The current version of this plan is available from the SES website and the Municipal Coordinator.
- 3.2.8 Each organisation represented on the Municipal Committee is responsible for maintaining their own plans and procedures and making sure they are aligned with the arrangements in this plan.

### Municipal Emergency Management Committee

- 3.2.9 The consultation framework is outlined in Section 2 of this plan. This framework is coordinated by the SES with the State Emergency Management Committee (SEMC) and is maintained with the support of State Government, councils, Non-Government Organisations and other organisations.
- 3.2.10 The City of Hobart Emergency Management Committee has an important role in maintaining relationships so information is shared and effective arrangements are in place for emergency management. It is chaired by a council representative (usually the Lord Mayor or his/her representative) and the Municipal Coordinator is its Executive Officer. Two important documents that support its continuity are:
  - a Terms of Reference (see Appendix 3)
  - b Committee Maintenance Schedule/Action Plan (see Appendix 4).

The City of Hobart does not operate a separate recovery committee. Recovery activities are incorporated into the business of the City of Hobart Emergency Management Committee and the Recovery Coordinator is a member of this Committee.

- 3.2.11 The City of Hobart also has an Emergency Management Working Group. This is an internal working group comprised of City of Hobart staff members. This working group meets regularly to review risks and monitor progress of required actions.

### Capacity and Capability

- 3.2.12 State Government agencies and Government Owned Businesses' maintain their own capacity and capability arrangements. In the municipal context the following points are important :
  - a redundancy for council emergency management roles
  - b emergency management education and training for council workers
  - c maintaining the Municipal Emergency Coordination Centre
  - d maintaining basic systems so resources can be requested and shared.

### Relief Arrangements for Council Emergency Management Roles

- 3.2.13 The following list shows the relief model for key municipal emergency management roles.

**Table 4 Primary and Relief function officers for City of Hobart Emergency Management Roles**

Primary Role:	Relief Role :
Municipal Committee Chairperson (Lord Mayor)	Deputy Lord Mayor
Municipal Coordinator (Manager Projects & Support Services)	Deputy Municipal Coordinator (Group Manager Parking Operations)
Recovery Coordinator (Manager Community and Culture)	Deputy Recovery Coordinator (Community Development Officer – Multicultural & Safety)

**Education and Training**

- 3.2.14 The Municipal Coordinator coordinates general inductions for workers with emergency management functions including media/information functions. The SES Regional Emergency Management Planner and Regional Social Recovery Coordinator assist as required.
- 3.2.15 Validation activities, which are useful training opportunities, are conducted at various times by a wide range of stakeholders. Municipal Committee members attend these and/or arrange for relevant people from their organisation to attend and/or participate where relevant.
- 3.2.16 The council commits financially to the maintenance of a high level of emergency management capability. The major actions are reflected in the maintenance schedule (Appendix 4), however, the commitment extends to the conduct of regular training and exercise activities to ensure ongoing capability of staff and includes professional development programs for key staff. Section 4.8 covers the validity of this plan.

**Municipal Emergency Coordination Centre**

- 3.2.17 The Municipal Emergency Coordination Centre (MECC) is maintained by the Municipal Coordinator. It provides a facility for:
- a coordinating CoH's overall emergency response;
  - b coordinating requests from responding or recovery organisations for additional resources; and
  - c providing information e.g. to the Regional Controller, local community etc.
- 3.2.18 MECCs are established by the Municipal Coordinator within a given municipal area, under the following conditions:
- a at the request of a RMA;
  - b after consultation with the Mayor or General Manager; and/or
  - c at the direction of the Regional EM Controller.
- 3.2.19 The primary functions of a MECC are to:
- a maintain information flow to and from WebEOC;
  - b provide a facility for coordinating a Council's response to an emergency situation including the activation, deployment and management of Council and community resources;
  - c coordinate any requests from RMA and support agencies for additional resourcing from the local to the regional or State level;
  - d monitor all operational activities;
  - e provide a point for the management of information to be reported to the Regional EM Controller;
  - f coordinate media management;
  - g coordinate and disseminate public information; and

- h identify additional emergency requirements (e.g. the need to activate local or regional recovery arrangements).
- 3.2.20 The Municipal Coordinator shall nominate an Incident Management Team in the Emergency Coordination Centre, who will respond to the emergency.
- 3.2.21 Details of this facility and other important locations is included in Appendix 5.
- 3.2.22 Action cards and procedures are maintained by the Municipal Coordinator for use during operation and the versions that were current at the time this plan was issued are included in Appendix 6. These are designed so they can be used in any combination with other centres e.g. agency-specific Emergency Operations Centres/the Regional Emergency Coordination Centre etc.

#### **Maintaining Basic Resources and Agreements**

- 3.2.23 A contact list for the City of Hobart emergency management arrangements is contained within this plan and is maintained by the Municipal Coordinator. The Council information within the contact list forms an important part of the regional emergency management committee and regional recovery committee contacts lists, which are updated and circulated by the SES Regional Emergency Management Planner and Regional Social Recovery Coordinator to members and stakeholders following each quarterly meeting of those groups.

#### **Community Warnings and Public Information**

- 3.2.24 This section summarises the main arrangements for the handling of public enquiries, issuing of warnings and provision of public information. For arrangements to issue warnings or open call centres in response etc refer to Section 3.3 of this plan (Response).

#### **TasALERT**

- 3.2.25 TasALERT (<http://www.alert.tas.gov.au>) is Tasmania's official emergency information source and provides an emergency warning and information system in an online platform. It is administered by the Tasmanian Government Department of Premier and Cabinet, and provides a single source of clear and consistent emergency and resilience information from across emergency services and government agencies.
- 3.2.26 Outside emergency response periods, the website will provide general information on topics such as volunteering, disaster preparedness and resilience-focused campaigns.
- 3.2.27 The homepage of the website will change to highlight any current incidents within Tasmania. Each incident will have a dedicated page displaying all available information (geo-spatial, social media, developed content, etc.) specific to that incident.
- 3.2.28 The website also aggregates social media feeds from emergency services and Government departments, as well as using geo-spatial data to provide appropriate and authoritative emergency information through the map.

#### **Points for Public Enquiries**

- 3.2.29 The organisations represented on the Municipal Committee all maintain a number of different enquiry points for general enquiries e.g. switchboard number, websites.
- 3.2.30 The contact details for the organisations represented on the Municipal Committee will be made available on the City of Hobart's emergency management website (<https://www.hobartcity.com.au/Community/Emergency-management>).

#### **Available Warning Systems**

- 3.2.31 Public warnings systems are maintained by responsible agencies (see examples below).
- 3.2.32 This plan recognises that warnings to the public are most effective when key messages are developed in advance based on best practice (e.g. AGDs 'Choosing your Words') into effective warnings. They are maintained in draft form so they can be made specific to each circumstance.
- 3.2.33 Emergency warning systems relevant to the Hobart municipal area are:

- a flash and mainstream flooding (from rivers) (BoM/CoH);
- b major rivulet flood warning system (CoH);
- c severe weather e.g. damaging winds (BoM);
- d bush fire (TFS);
- e Standard Emergency Warning Signal (SEWS) (TASPOL);
- f Emergency Alert (all hazards) (TFS);
- g Local ABC Radio (primary Support Agencies or response Management Authority);
- h road closure (TASPOL);
- i tsunami (TASPOL);
- j All hazards Emergency Alert (TFS); and
- k TasALERT (DPAC)

#### **Public Information Readiness**

- 3.2.34 Response Management Authorities are responsible for maintaining scripts about hazards for use by TEIS (Tasmanian Emergency Information System) in draft form so they can be customised as required. The Municipal and Regional Committee are developing draft scripts that can be customised related to broader impacts of emergencies/ recovery matters.
- 3.2.35 Pre-prepared public information resources are tailored where possible to assist all members of the municipal area to be informed about the emergency.
- 3.2.36 Specific arrangements for community warnings and public information are described in Appendix 7.

#### **Validations and Performance Management**

- 3.2.37 Validations are conducted as part of the emergency planning process to assess the effectiveness of emergency management arrangements. Validations include: debriefs, exercises and other workshops/meetings.
- 3.2.38 The City of Hobart is responsible for ensuring their processes and procedures are tested at regular intervals and also for participating in other validations where able.
- 3.2.39 The planned validation activities for this plan are recorded in Section 4.
- 3.2.40 Debriefs are conducted after both exercises and operations and combined debriefs for agreed operations are arranged by the Municipal or the Regional Committee.
- 3.2.41 Lessons identified in debriefs are recorded and shared where relevant through the consultation framework.
- 3.2.42 The performance of municipal emergency management is progressively reviewed through debriefs and at committee meetings for the area and the region. Where opportunities for improvement are identified, action is taken to address the situation on a risk basis.

#### **Administration Systems**

- 3.2.43 Each organisation involved in emergency management is responsible for managing its own administration needs. These require ongoing maintenance so they are able to be used effectively in emergencies. This usually includes two main areas:
  - a information management; and
  - b cost capture.

**Information Management**

- 3.2.44 WebEOC is the web-based multi-agency information sharing system available for use when a DPFEM agency is the Response Management Authority for an emergency incident or the State Controller assumes overall control.
- 3.2.45 Systems for managing information during emergencies include prepared templates/proformas etc for:
- a Situation Reports (SIT REPS);
  - b operational logs;
  - c resource allocation;
  - d recording expenditure (more information below in 'Cost Capture');
  - e registration systems-spontaneous volunteers, public offers, affected groups e.g. businesses; and
  - f supporting impact assessments (See Section 3.2 TEMP for recommended items to be recorded).

**Cost Capture/Financial Administration**

- 3.2.46 All organisations maintain systems and processes so expenditure can be authorised for emergencies, recorded and reimbursement sought (where available). This includes identifying positions that are responsible for collating costs of response and recovery efforts. Cost capture systems are aligned with the three components of the Tasmanian Relief and Recovery Arrangements (TRRA) and processes are kept by council to request access to funds.
- 3.2.47 Council maintains arrangements to enable expenditure by the Municipal Coordinator (or their delegated representative) for emergencies.
- 3.2.48 The Municipal Coordinator will arrange for account numbers to be prepared prior to an emergency event and distributed to the relevant staff when required.

## Section 3.3 Response

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3.3 This section describes what is done when an emergency occurs or is imminent.

### Overview

- 3.3.1 Arrangements for response are based on pre-agreed roles and responsibilities being undertaken in a coordinated way. Broad responsibilities for hazards or functions are usually established in legislation and the planning process is used to establish arrangements that draw on these responsibilities in a practical, flexible and scalable way to reduce the threat to life, property or the environment.
- 3.3.2 The roles and responsibilities relevant to municipal emergency management are summarised in Section 2 of this plan. This section records how these roles and responsibilities are generally used.
- 3.3.3 The following paragraphs describe the general arrangements for response. They should be referred to when:
  - a arrangements for the situation are inadequate/overwhelmed; and
  - b the arrangements can enhance/complement what is already in place.
- 3.3.4 The arrangements described in this section are designed to address situations that occur in this municipal area, although these same arrangements can be used to support response for emergencies affecting other municipal areas or the region as a whole.
- 3.3.5 Emergency powers exist so authorised action can be taken to resolve emergencies. Primary powers and responsibilities are generally established in hazard specific State legislation and then incorporated in hazard specific plans. Additional powers are provided in the *Emergency Management Act 2006* and can be applied when the relevant criteria are met.
- 3.3.6 Overall control of an emergency can be assumed by emergency management authorities e.g. the Regional Controllers.

### Command, Control and Coordination

#### All Hazards Response Arrangements and Escalation

- 3.3.7 When an emergency occurs, initial response actions are usually carried out at the emergency site by those who have the primary responsibility for protecting the life, property or environment that is being threatened. In the first instance this is usually the asset owner/manager of the property/premises and/or the people at the emergency site.
- 3.3.8 Where people are not present or able to respond effectively, specified agencies have authority to take control of the situation. In this plan they are identified as the Response Management Authority.
- 3.3.9 Response Management Authorities are supported by Support Agencies and councils can be requested to support the response and make resources available. The usual way these requests are made is by direct contact with the Municipal Coordinator. At this point, consideration is given to the practicalities of opening the Municipal Emergency Coordination Centre to coordinate resources and requests (if it isn't already open). See Appendix 5 for more information about the centre.
- 3.3.10 The General Manager is responsible for providing adequate staff and resources to operate the municipal emergency coordination centre and the Municipal Coordinator is responsible for arranging the centre to be opened and managing it. More detailed operating procedures are maintained in Appendix 6 Action Cards and Duty Statements.
- 3.3.11 Liaison Officers for responding agencies can support fellow workers at the emergency scene and provide advice to other agencies at Emergency Operations Centres/ Emergency Coordination Centres and/or senior managers who are monitoring the situation.



- 3.3.12 The SES Regional Emergency Management Planner usually assists and advises Municipal Coordinator/Municipal Emergency Coordination Centre and is responsible for briefing the Regional Controller (and other stakeholders as required).
- 3.3.13 The SES Regional Emergency Management Planner is responsible for arranging regional support to councils, should this be required.
- 3.3.14 The Regional Controller can assume overall control of response/recovery operations (Section 18 of the Act). Emergency powers from the *Emergency Management Act 2006* do not need to be authorised for this to occur.

#### Emergency Powers

- 3.3.15 Emergency powers are established in the *Emergency Management Act 2006* and are summarised in Section 2.5 of this plan (see paragraphs 2.7-2.10). The SES Regional Emergency Management Planner will coordinate activities on behalf of the Regional Controller when emergency powers are authorised.

#### City of Hobart Emergency Coordination Centre

- 3.3.16 Emergency Coordination Centres provide a range of services to the community and are the centre for decision making and determining strategic direction (in conjunction with emergency services) during and following an emergency event.
- 3.3.17 The functions of the City of Hobart Emergency Coordination Centre include:
- a providing the facility for coordinating council's emergency response;
  - b coordinating any requests from lead authorities for additional resources;
  - c providing information to the Regional Controller and the SES;
  - d providing information to the local community; and
  - e receiving initially displaced persons if evacuated.
- 3.3.18 The Hobart's primary Emergency Coordination Centre (HECC) is located in the Elizabeth Street Conference Room in the Town Hall Macquarie Street, Hobart.
- 3.3.19 The secondary HECC location is the Council Business Centre, 16 Elizabeth Street, Hobart.
- 3.3.20 The City of Hobart will provide physical resource assistance to lead agencies in managing the response to emergency events.
- 3.3.21 The Municipal Coordinator will lead the City of Hobart's response to an emergency by establishing an Incident Management Team within the HECC.
- 3.3.22 The members of the Incident Management Team (IMT) will vary depending on the nature and size of the event. However typically the IMT would comprise officers to address the following:
- Coordination of the event (typically the Municipal Coordinator or Deputy);
  - communications;
  - administration;
  - logistics coordination; and
  - recovery.
- 3.3.23 The AIMS incident management structure provides for the Incident Controller holding overall responsibility for managing all activities to resolve an incident. The Incident Controller is also the leader of the Incident Management Team (IMT), in accordance with the principle of Unity of Command.
- 3.3.24 When establishing an incident management structure it is important to remember that the incident determines the size and nature of that structure. The structure should be adapted to the circumstances being dealt with and reflect the complexity and scale of the incident.

- 3.3.25 At a small incident, or during the early phases of what may become a large or complex incident, the Incident Controller may manage all functions. It is by delegating functions to others that the Incident Controller creates an IMT.

#### **City of Hobart Emergency Operations Centre**

- 3.3.26 Emergency response organisations have Emergency Operations Centres (EOCs), which manage the operational aspects of those organisations's response to an emergency.
- 3.3.27 Functions of the City of Hobart's Emergency Operations Centre include:
- a management of operational tasking, personnel and resources;
  - b establishing and monitoring communication networks;
  - c coordination of response operations;
  - d management of requests for additional support; and
  - e coordination of logistical support for own personnel.
- 3.3.28 The City of Hobart's primary Emergency Operations Centre is located within the Administration building at the Cleary's Gates Depot, Brooker Highway. The secondary location is at the Huon Road Bushland Operations Depot, Huon Road.

#### **Municipal Emergency Management Committee**

- 3.3.29 Once an emergency event has occurred, the Municipal Coordinator will liaise with the Chairperson and the SES Regional Emergency Management Planner to confirm whether the MEMC should meet.
- 3.3.30 At that meeting the MEMC are to consider items including:
- The nature of the emergency;
  - The resources available to deal with the event;
  - Task prioritisation;
  - Communications;
  - Business continuity;
  - Community engagement; and
  - Recovery.
- 3.3.31 The Municipal Coordinator will maintain a procedure that details when the MEMC should consider meeting.
- 3.3.32 Members of MEMC are responsible for providing strategic advice within their field of expertise to the Regional Emergency Management Controller. MEMC members are also responsible for coordinating and managing resources from their respective organisation in support of the Municipal Emergency Coordination Centre.

#### **Resource Sharing and Coordination**

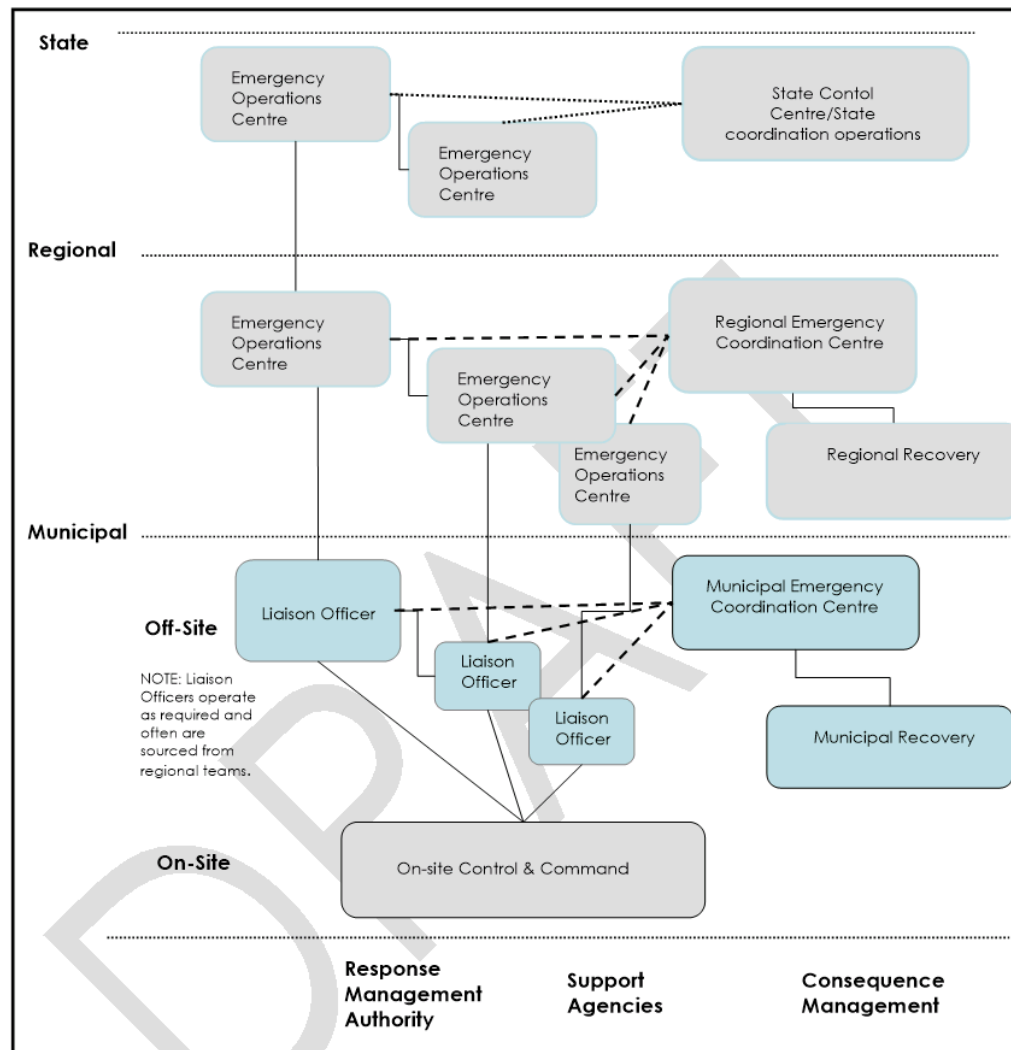
- 3.3.33 The Council has resource sharing arrangements with other councils and agencies. Generally these arrangements are informal and often through regional emergency management arrangements. This means resources can be shared to assist others in emergencies. Municipal Coordinators can coordinate these requests.

#### **Consequence Management**

- 3.3.34 The Regional Controller's efforts are usually focused on consequence management (including public information strategies). This usually occurs in consultation with members of the Regional Committee and other relevant stakeholders acting as Liaison Officers and/or advisors coordinated by the SES Regional Emergency Management Planner. If further assistance is required, the Regional Controller can make requests to other regions or to the State Controller.

- 3.3.35 Offers of assistance from organisations that are not usually part of response arrangements (e.g. from the community, industry, celebrities, other regions/jurisdictions and interstate agencies) are handled by the response Management Authority, although they can be referred to the SES Regional Emergency Management Planner .
- 3.3.36 Figure 3 summarises the general command, control and coordination arrangements for hazards affecting the municipal area. These show model arrangements and are applied as required for each situation. Table 5 (following Figure 3) summarises typical response actions for all hazards and these are used/adjusted as required for each situation.
- 3.3.37 Table 5 details summarises the typical actions to be undertaken by Council officers in response to a hazard.

DRAFT

**Figure 3 Response Management Structure****LEGEND:**

- Direct reporting relationship
- - - Also works/communicates with

**Table 5 All-Hazards Response: Typical Actions**

Row	Phase	Responsibilities	Council actions (Action by)
1	<b>Alert</b>	<ul style="list-style-type: none"> <li>Monitor situation</li> <li>Brief stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>Advise council stakeholders and Working Group <b>(MC)</b></li> <li>Monitor situation <b>(MC)</b></li> </ul>
2	<b>Stand-By</b>	<ul style="list-style-type: none"> <li>Prepare to deploy for response</li> <li>Arrange warnings (if relevant)</li> <li>Update stakeholders</li> <li>Nominate media/information officer and advise stakeholders</li> <li>Consider a MEMC meeting</li> </ul>	<ul style="list-style-type: none"> <li>Update stakeholders (LM / GM / Working Group) and circulate contact list/Action Duties <b>(MC)</b></li> <li>Consider MEMC meeting. <b>(MC)</b></li> <li>Locate keys to centres, notification of centre managers and arrange staff rosters <b>(RC / RCM)</b></li> <li>Nominate Incident Management Team and Operations Team members and staff rosters for centres/tasks for next 24 hrs <b>(MC / OCM)</b></li> <li>Locate supplies that are likely to be needed in the first few hours. <b>(LC)</b></li> <li>Nominate media officer and advise response agencies <b>(MC)</b></li> </ul>
3	<b>Respond</b>	<ul style="list-style-type: none"> <li>Assess emergency scene</li> <li>Establish command and control arrangements</li> <li>Review whether MEMC should meet</li> <li>Deploy resources and request extra assistance as required</li> <li>Assess impacts and effectiveness of response strategies</li> <li>Consider evacuation</li> <li>Provide further warnings and public information as required</li> <li>Provide information: Sit Reps and public information</li> <li>Conduct impact assessments and provide updates</li> </ul>	<ul style="list-style-type: none"> <li>Establish and communicate coordination location for council resources/requests <b>(MC)</b></li> <li>Establish Incident Management Team <b>(MC)</b></li> <li>Manage requests for assistance/resources <b>(AO / MC)</b></li> <li>Provide operational assistance <b>(OCM)</b></li> <li>Open and manage centres as required e.g. assembly or evacuation centres <b>(RC / RCM)</b></li> <li>Provide public with information <b>(HOC)</b></li> <li>Ongoing assessment of impacts especially for: power supply, potable water, transport disruption, public/environmental health conditions and recovery needs <b>(PO)</b></li> <li>Update stakeholders and Regional Controller as required <b>(MC)</b></li> <li>Coordinate meals, relief / accommodation for workers <b>(AO)</b></li> </ul>
4	<b>Stand Down</b> (including Recovery handover)	<ul style="list-style-type: none"> <li>Assess effectiveness of response actions</li> <li>Plan for end of response</li> <li>Liaise with council/Regional Controller regarding the status of recovery operations and arrange 'hand over'</li> <li>Confirm end/close of response and stand down</li> <li>Collate logs, costs etc and assess needs for re-supply</li> </ul>	<ul style="list-style-type: none"> <li>Confirm end/close of council operations for response <b>(MC)</b></li> <li>Liaise with recovery workers and assess needs <b>(RC)</b></li> <li>Reinstate transport routes etc <b>(OCM)</b></li> <li>Consider establishing an Emergency Recovery Group <b>(MC)</b></li> <li>Close centres as agreed <b>(RCM)</b></li> <li>Collate logs, costs etc and assess needs for re-supply <b>(LC)</b></li> </ul>
5	<b>Debrief</b>	<ul style="list-style-type: none"> <li>Conduct internal debrief/s</li> <li>Participate in multi-agency debriefs as required and report to Regional Controller/Committee</li> </ul>	<ul style="list-style-type: none"> <li>Conduct council worker debrief <b>(MC / OCM)</b></li> <li>Arrange for committee debrief and report to Regional Controller / Committee <b>(MC)</b></li> </ul>

## Warnings and Public Information

### Warnings

- 3.3.38 Warnings are issued by the BoM for severe weather and other events e.g. floods, tsunami and the TFS for fires and hazardous materials incidents. These warnings are sent to media outlets (radio and television) who issue the warnings which may be preceded by the Standard Emergency Warning Signal (SEWS) in accordance with Tasmania's guidelines. These guidelines notes that the Regional Controller can request SEWS be used.
- 3.3.39 Response Management Authorities are responsible for interpreting warnings and communicating the potential impacts and consequences to the community.
- 3.3.40 Council may support communications by relaying warnings in accordance with their own responsibilities and/or assist other groups if requested by the:
- a Response Management Authority;
  - b SES Regional Emergency Management Planner; or
  - c Regional Controller.
- 3.3.41 The CoH and the Relevant Management Authorities will work together to ensure messages are consistent and coordinated.
- 3.3.42 'Emergency Alert' is a national capability that can send warnings to landline and mobile telephones via voice and text message in a geographic area 'Emergency Alert' operates on a 'fee for service'. Cost recovery is coordinated at state level between TFS and the response Management Authority.
- 3.3.43 Warnings sent using the Emergency Alert system are coordinated by the response Management Authority and TFS. If council identifies a need to use the system, this is arranged with the SES Regional Emergency Management Planner .
- 3.3.44 The Municipal Coordinator shall maintain procedures that further details the CoH's response to BoM warnings. Table 6 summarises current warning arrangements and the CoH's typical actions.






**Table 6 Summary of Warning Systems and Arrangements**





Natural Hazards	Warning Type	Issuing Agency	Method	Action by Municipal Coordinator
<b>Flood</b>				
<b>Flood watch</b>	<b>An Alert, Watch or Advice</b> of possible flooding, if flood producing rain is expected to happen in the near future. The general weather forecasts can also refer to flood producing rain.	BoM	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Place wet weather staff on stand-by. Update stakeholders.
<b>Flood warnings</b>	<b>Warnings of 'Minor', 'Moderate' or 'Major' flooding</b> in areas where the Bureau has installed specialised warning systems.  In these areas, the flood warning message will identify the river valley, the locations expected to be flooded, the likely severity of the flooding and when it is likely to occur.	BoM	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Place wet weather staff on stand-by. Update stakeholders.

Natural Hazards	Warning Type	Issuing Agency	Method	Action by Municipal Coordinator
<b>Minor flood warning</b>	Causes inconvenience. Low-lying areas next to watercourses are inundated which may require the removal of stock and equipment. Minor roads may be closed and low-level bridges submerged.	BoM	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Place wet weather staff on stand-by. Update stakeholders. Raise Collins Street bridge.
<b>Moderate flood warning</b>	In addition to the above, the evacuation of some houses may be required. Main traffic routes may be covered. The area of inundation is substantial in rural areas requiring the removal of stock.	BoM	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Place wet weather staff on stand-by. Update stakeholders. Establish IMT Raise Collins Street bridge.
<b>Major flood warning</b>	In addition to the above, extensive rural areas and/or urban areas are inundated. Properties and towns are likely to be isolated and major traffic routes likely to be closed. Evacuation of people from flood affected areas may be required.	BoM	Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Place wet weather staff on stand-by. Update stakeholders. Raise Collins Street bridge. Establish an IMT Consider a MEMC meeting.
<b>Flood alert</b>	The City of Hobart has specialised warning systems installed on a number of rivulets. These alerts will be activated when water levels reach a predetermined height.	CoH	SMS, emails	Contact the Duty Officer and Program Leader Stormwater to inspect and arrange for the required action.
<b>Severe Weather</b>		BoM		
<b>Severe weather warnings</b>	These warnings are provided when severe weather is expected that is not directly related to severe thunderstorms, tropical cyclones or bushfires. Examples include land gales, squalls, flash-flooding, dangerous surf or tides. (see 1- 4 below)	BoM	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Place wet operational staff on stand-by. Update stakeholders.
<b>Damaging winds</b>	Gusts expected in excess of 100 km/h (75 km/h when wind is from the east or south – ie an unusual direction), 'destructive' winds above 125 km/h	BoM	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Place wet operational staff on stand-by. Update stakeholders.

Natural Hazards	Warning Type	Issuing Agency	Method	Action by Municipal Coordinator
<b>Dangerous surf</b>	Issued when swell is expected to exceed 6 metres about the north and east coasts, and 7 metres about the southeast coast	BoM	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Nil
<b>Abnormally high tides</b>	Issued when tides are expected to be sufficiently high to cause damage to foreshore areas or disruption to foreshore and maritime activities (generally when water level expected to reach 40cm above normal spring tide level)	BoM	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Update stakeholders. Place warnings at low lying public carparks.
<b>Very heavy rain that may lead to flash flooding</b>	Issued when the rainfall rate over one hour is expected to exceed the one in 5 or 1 in 10 year return period	BoM	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Place wet weather staff on stand-by. Update stakeholders. Establish an IMT.
<b>Severe thunderstorm warnings</b>	Provided when thunderstorms are expected to produce dangerous or damaging conditions: hail greater than 2cm diameter wind gusts greater than 100 km/h flash flooding tornadoes	BoM	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Place wet weather staff on stand-by. Update stakeholders.
<b>Bushwalkers weather alert</b>	Issued when conditions are likely to pose a danger to bushwalkers – generally cold, wet, windy weather	BoM	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Nil
<b>Heatwave</b>	Issued when heatwave conditions are forecast. Warning provides information on preparing for and coping with extreme heat.	DHHS	Public: Media, website Health & Emergency Services: SMS, telephone calls, emails, fax.	Relay warnings. Update stakeholders.
<b>Ice and frost on roads</b>	Road weather alerts – advise of potentially dangerous driving conditions e.g. fog, low visibility in heavy rain, gusty winds, widespread frost, snow	BoM	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Update stakeholders.
<b>Fire</b>				



Natural Hazards	Warning Type	Issuing Agency	Method	Action by Municipal Coordinator
<b>Fire weather warning</b>	Issued when the rating on the fire danger scale is expected to exceed thresholds agreed to with fire agencies i.e. when forest fire danger index exceeds 38 in Tasmania.	BoM	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Update stakeholders.
<b>Advice</b> 	<b>'Bushfire Advice'</b> message – This will advise you that a fire has started but there is no immediate danger, and includes general information to keep you up to date with developments.		Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Place operational staff on stand-by. Update stakeholders.
<b>Watch and Act</b> 	<b>'Bushfire Watch and Act'</b> message – This represents a heightened level of threat. Conditions are changing and you need to start taking action now to protect you and your family.		Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Place operational staff on stand-by. Update stakeholders.
<b>Emergency Warnings</b> 	<b>'Bushfire Emergency Warning'</b> – This will indicate that people in specific locations are in danger and need to take action immediately, as they will be impacted by fire. This message may be preceded by an emergency warning signal (a siren sound).		Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Place operational staff on stand-by. Update stakeholders. Establish an IMT.
<b>Low - Moderate Fire Danger Rating (FDR)</b> 	<i>Fires breaking out today can be controlled easily. There is little risk to people and property.</i>	TFS	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Nil.
<b>High Fire Danger Rating (FDR 12-24)</b> 	<i>Fires breaking out today can be controlled. People in the path of a fire are unlikely to be killed or seriously injured if they take shelter. Well-prepared and actively defended homes can offer safety during a fire.</i>	TFS	Public: Media Emergency Services: SMS, telephone calls, emails, Fax	Relay warnings. Place operational staff on stand-by. Update stakeholders.

Natural Hazards	Warning Type	Issuing Agency	Method	Action by Municipal Coordinator
<b>Very High Fire Danger Rating (FDR 25-49)</b> 	Some fires breaking out today will spread rapidly and be difficult to control. There is a possibility that people in the path of a fire will be killed or seriously injured. Some homes may be destroyed. However, well-prepared and actively defended homes can offer safety during a fire.	TFS	Public: Media Emergency Services: SMS, telephone calls, emails	Relay warnings. Place operational staff on stand-by. Update stakeholders. Have evacuation centres on standby.
<b>Severe Fire Danger Rating (FDR 50-74)</b> 	Some fires breaking out today will spread rapidly and be uncontrollable. People in the path of a fire may be killed or seriously injured. Some homes are likely to be destroyed. However, well-prepared and actively defended homes can offer safety during a fire.	TFS	Public: Media Emergency Services: SMS, telephone calls, emails	Relay warnings. Place operational staff on stand-by. Update stakeholders. Have evacuation centres on standby.
<b>Extreme Fire Danger Rating (FDR 75-99)</b> 	Some fires breaking out today will spread rapidly and be uncontrollable. People in the path of a fire may be killed or seriously injured. Many homes are very likely to be destroyed. Only well-constructed, well-prepared and actively defended homes are likely to offer safety during a fire.	TFS	Public: Media Emergency Services: SMS, telephone calls, emails	Relay warnings. Place operational staff on stand-by. Update stakeholders. Have evacuation centres on stand-by. Establish an IMT and consider a MEMC meeting.
<b>Catastrophic Fire Danger Rating (FDR &gt;100)</b> 	Some fires breaking out today will spread rapidly and be uncontrollable. There is a high likelihood that people in the path of a fire will be killed or seriously injured. Many homes are very likely to be destroyed. Even the best prepared homes will not be safe today.	TFS	Public: Media Emergency Services: SMS, telephone calls, emails	Relay warnings. Place operational staff on stand-by. Update stakeholders. Prepare evacuation centres. Establish an IMT and consider a MEMC meeting.
<b>Tsunami</b>				
<b>No threat</b>	An undersea earthquake has been detected, however it has not generated a tsunami, or the tsunami poses no threat to Australia and its offshore territories.	BoM	Public: Media, BOM Website, TFS Website, Emergency Services: SMS, telephone calls, emails	Nil

Natural Hazards	Warning Type	Issuing Agency	Method	Action by Municipal Coordinator
<b>Marine alert and Land Alert</b>	Warning of potentially dangerous waves, strong ocean currents in the marine environment and the possibility of only some localised overflow onto the immediate foreshore.	BoM	Public: Media, BOM Website, TFS Website, Emergency Services: SMS, telephone calls, emails	Relay warnings. Update stakeholders.
<b>Marine warning and Land warning</b>	Warning for low-lying coastal areas of major land inundation, flooding, dangerous waves and strong ocean currents.	BoM	Public: Media, BOM Website, TFS Website, Emergency Services: SMS, telephone calls, emails	Relay warnings. Update stakeholders. Establish an IMT. Consider a MEMC meeting.

### Public Information

- 3.3.45 During an emergency event, it is critical that information provided to the community is timely, accurate and informative. In a period of uncertainty, community anxiety and concern can be reduced by providing advice on what has happened, what needs to be done, and where people can go to gain assistance. Whilst the media will provide information on what has happened, their focus will not always provide the detail that satisfies the needs of an affected community.
- 3.3.46 The City of Hobart has a critical role in providing community leadership and ongoing information to reduce the anxiety and uncertainty within the community. The existing City of Hobart communication protocols and guidelines for communication with the community will be utilised.
- 3.3.47 Table 7 summarises the arrangements for providing information to the public about the emergency. In recent times there have been some changes in Tasmania's capability and standards these are briefly explained below.

### Tasmanian Emergency Information Service (TEIS)

- 3.3.48 Tasmania has a state call-centre capability known as the Tasmanian Emergency Information Service (TEIS), managed by the Department of Premier and Cabinet. This service provides an initial point of contact for the community to access information following an emergency.
- 3.3.49 The service is activated and deactivated by OSEM, DPAC on request from the Response Management Authority or other major Support Agency.
- 3.3.50 The service operates on a 'fee for service' basis and further details are available in the TEIS Arrangements (see 'Associated Documents', Appendix 1).
- 3.3.51 If a council or Municipal Coordinator requires the TEIS, a request should be made to the SES Regional Emergency Management Planner who will consult with the Regional Controller.
- 3.3.52 The decision to activate the service includes acceptance of a number of responsibilities including appointing a:
- a Liaison Officer to be located at the TEIS for the duration of the activation
  - b supporting Information Manager.

- 3.3.53 If use of TEIS is approved, scripts are then developed through the whole-of-government Public Information Unit, using a consultative approach.

#### **Working with the Media**

- 3.3.54 The local and regional media outlets assist to provide information to the public about emergencies. Agencies involved in managing the emergency aim to provide comments through nominated media officers and limit their comments to their own role in response/recovery activities. Queries outside this scope are referred to the response Management Authority or the Regional Controller/SES Regional Emergency Management Planner .
- 3.3.55 The Lord Mayor has the pivotal role as community leader to coordinate community information and is the chief spokesperson for the Council. The Lord Mayor (or delegate) will also speak on behalf of the affected community. The Lord Mayor will need to be supported in this role by an experienced media liaison officer, typically the Head of Communications, who can prepare community and media statements and have them endorsed by the Lord Mayor. The Municipal Coordinator will provide emergency related information to the Lord Mayor. In brief, the role of the Lord Mayor is to:
- a Receive notification of an emergency from the Municipal Coordinator or the General Manager;
  - b Notify Aldermen;
  - c Maintain contact with and support the Municipal Coordinator and the General Manager;
  - d Direct ongoing information to the Council; and
  - e Be the council spokesperson for information to the community and media.
- 3.3.56 Media statements from the City of Hobart will relate to the impact on the community and the actions being taken by Council. The City of Hobart will not comment on matters that are the province of the emergency services or post-emergency investigations.

**Table 7 Summary of Public Information Arrangements**

Row	Location	Scope of emergency information	Provided by:	Developed by:	Cleared by:	Distribution methods
1	<b>On-Site</b>	The emergency and its known impact	Response Management Authority. Support agencies can advise about their own roles	Response Management Authority.	Response Management Authority.	Media Agency websites Emergency Alert
2	<b>EOC/ECC</b>	Actions / responsibilities of the centre	Centre Coordinator	Centre Coordinator	Authorised Emergency Management Coordinator e.g. Municipal, Regional Controller	Media
3	<b>Other centres e.g. assembly, evacuation</b>	Actions / responsibilities of the centre	Centre Coordinator	Centre Coordinator	Centre Coordinator	Media TEIS
4	<b>Municipal area</b>	Impact of the emergency on the local community	Lord Mayor	Council media officer	Council media officer	Media, council website TEIS, CALD
			Council switch board	Council media officer	Council media officer	Phone enquiries
5	<b>Within the region</b>	Impact of the emergency on the region	Regional Controller	SES Regional Emergency Management Planner	Regional Controller	Media, council websites, EIS CALD
			Response Management Authority	Media Officer	Response Management Authority, regional liaison	
			Regional Social Recovery Coordinator	Regional Social Recovery Coordinator/ Media Officer	SES Regional Emergency Management Planner for Regional Controller	
6	<b>Rest of the State</b>	Impact of the emergency for the State including relief arrangements	State Controller	SES Director, TASPOL Media Unit, Govt. Media Office	SES Director, TASPOL Media Unit, Govt. Media Office	Media, agency or SCC website, TEIS CALD
			Response Management Authority	Media Officer	Response Management Authority, State liaison	
			Premier / Minister	Govt. Media Office	Govt. Media Office	

## Other Elements

- 3.3.57 During an emergency the usual administrative and financial arrangements operated by the council may be disrupted as a result of the emergency impacting on staff. The increased demands on them personally to maintain usual services and contribute to the council's role of responding to the incident will impose conflicting requirements. During past incidents, councils have sought and obtained additional administrative support from other councils.

## Evacuation

### Evacuation Management

- 3.3.58 Evacuation involves the movement of people to a safer location and their return. For evacuation to be effective it must be appropriately planned and implemented. Tasmania Police and Tasmania Fire Service have legislative power to order evacuation, although voluntary evacuation is the preferred strategy in emergencies. It is recognised that evacuation is a multi-agency responsibility that requires the participation and cooperation of several agencies/organisations. It is essential that coordination and communication is maintained across all stages of evacuation. The Bushfire Evacuation Arrangements for Tasmania Fire Service and Tasmania Police provide interim guidance for conducting evacuations during a bushfire emergency for Tasmania Police (TASPOL), Tasmania Fire Service (TFS) and other stakeholders.
- 3.3.59 If the response Management Authority identifies a need for evacuation, the Municipal Coordinator can be contacted for assistance.
- 3.3.60 When evacuation plans involve significant changes to traffic flows over roads and bridges, the road owner/manager should be involved (i.e. council and/or the Department of State Growth (DSG)).
- 3.3.61 Councils maintain a register of appropriate facilities that are available to be used to provide services for displaced persons. Details of these and their capabilities are contained in Appendix 8.
- 3.3.62 TFS also maintains a register of Evacuation Centres and Nearby Safer Places for bushfires and will provide advice through the media and TFS website, if recommending that the community uses these. The list of Nearby Safer Places within the City of Hobart is detailed in Appendix 9.
- 3.3.63 Figure 4 illustrates the evacuation process as dictated by the State Evacuation Framework. A formal evacuation process does not prevent people in the community from making an independent decision to relocate in the appropriate circumstances.

### Coordination

- 3.3.64 Tasmania Police plays a lead role in the evacuation process during an emergency. If time permits a Police Evacuation Coordinator may be appointed by a Police Commander to both coordinate the evacuation process with key agencies/organisations involved and to manage the withdrawal stage.

### Decision

- 3.3.65 The decision to recommend the evacuation of people in and around at-risk areas, rests with the Incident Controller managing the emergency incident. The Incident Controller should consult with police and other experts.

### Warning

- 3.3.66 It is the responsibility of the Incident Controller to issue evacuation warnings to all people, including vulnerable people in the community and special facilities in the affected area. Evacuation warnings should be prepared in consultation with Tasmania Police.

### Withdrawal

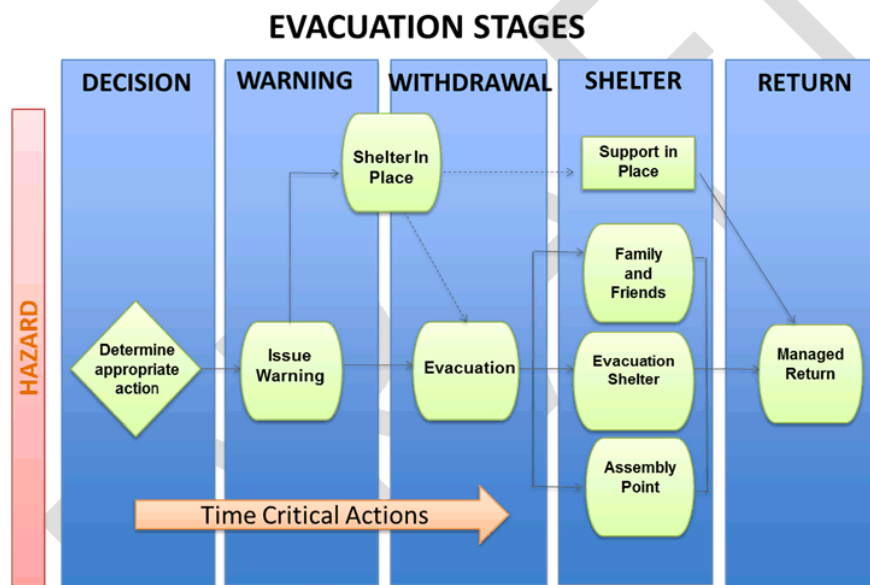
- 3.3.67 The Police Evacuation Coordinator is responsible for managing the withdrawal of persons from an affected area.

**Shelter**

- 3.3.68 Where the Incident Controller determines that emergency shelters are required, they will advise Tasmania Police of the location and type of sheltering arrangements established. The Municipal Coordinator will arrange for the activation of an Evacuation Centre upon advice from the Tasmania Police or SES Regional Emergency Management Planner .
- 3.3.69 Appendix 9 details "Nearby Safer Places" within the City of Hobart. The Tasmania Fire Service identify Nearby Safer Places in Community Protection Plans. A Nearby Safer Place is a site that provides a shelter option for people, as a last resort.

**Return**

- 3.3.70 The Incident Controller is responsible for the decision that evacuees can return if an area is sufficiently safe to do so, in consultation with Tasmania Police and other experts. The Police Evacuation Coordinator may be required to plan and manage the return of evacuees. Longer-term evacuees are managed by recovery agencies.

**Fig. 4. The Evacuation Process****Impact Assessments**

- 3.3.71 The Response Management Authority is responsible for coordinating rapid impact assessment and reporting them to other responding agencies and the relevant recovery officers (municipal/regional). Secondary impact assessments are usually coordinated out of a Regional Emergency Coordination Centre. Council may be asked to assist with this work by providing data on request.
- 3.3.72 Impact and damage assessment factors include, but are not limited to:
- Number of injuries / deaths
  - housing/accommodation needs;
  - energy supplies;
  - potable water;

- e transport networks and alternative route planning;
  - f telecommunications;
  - g stormwater infrastructure and waterways; and
  - h public/environmental health standards.
- 3.3.73 Where transport corridors also provide access for other networks (e.g. power, water, telecommunications) the asset managers/owners are involved as required in decision-making.
- 3.3.74 GIS capabilities can assist to record the outcomes of assessments and support broader consequence management planning.

### Registrations

- 3.3.75 Registration is an important system for recording relevant details of persons affected by emergencies or involved in emergency operations. Common groups requiring registration are:
- a affected persons (e.g. people who are evacuated/their families);
  - b other stakeholder/affected groups (e.g. businesses);
  - c spontaneous volunteers;
  - d witnesses; and
  - e potential donors/sponsors (equipment, services, supplies).
- 3.3.76 Registration may be commenced by the response Management Authority and is coordinated by them. When Evacuation or Recovery Centres are activated, processes to support registration should be implemented as soon as possible. This can be supplemented or supported by regional arrangements for ongoing coordination of registrations e.g. the regional recovery arrangements. When the Council is required to operate an evacuation or recovery centre, registration will be implemented using the forms detailed in Council's Evacuation Centre Operating Procedures. Information from these forms may need to be given to the Australian Red Cross, who may coordinate use of the Register, Find, Reunite System on request through TASPOL.
- 3.3.77 Registrations are shared regularly through the response phase including with the SES Regional Emergency Management Planner and Regional Social Recovery Coordinator.

### Debriefs

- 3.3.78 Immediately following an emergency event, specific issues will invariably require investigation and discussion, which may bring a focus on the need for change, and to learn from the experience. All such matters are best considered, in the first instance, in a forum referred to as an Operational Debrief. The main objectives of an Operational Debrief are to:
- a acknowledge the input of all contributing organisations and individuals;
  - b acquire constructive feedback from all involved on lessons identified;
  - c identify where gaps exist in training and planning systems;
  - d determine and program the best course of action toward improving planning, management systems etc;
  - e foster sound inter agency communication; and
  - f identify a need for specific investigation of issues and further debriefing on an individual or organisational level.
- 3.3.79 Key lessons identified are shared with stakeholders including the Municipal Committee, SES Regional Emergency Management Planner and/or the Regional Social Recovery Coordinator.



- 3.3.80 The Municipal Committee is responsible for reviewing emergencies that are significant to the area. Where impacts also extend beyond Hobart's municipality this review may be conducted by the Regional Committee so lessons can be shared easily with emergency management partners.

#### **Administration: Finance and Cost Capture**

- 3.3.81 Organisations involved in response are responsible for retaining all invoices/records of expenditure absorbing their own expenses. Some expenses may be recovered if State/Commonwealth relief arrangements are activated and records show the appropriate details.
- 3.3.82 Records related to response are subject to the usual records management provisions and State archiving legislation and are treated accordingly. Logs, reports and briefings from response and recovery are collated progressively, and stored centrally for future reference.
- 3.3.83 Cost capture systems are established to align with the different types of eligible expenditure as follows:

<b>NDRRA Category</b>	<b>Type</b>	<b>Claimable Expenses through NDRRA</b>
Category A	Essential	<p>A - Emergency Food, clothing</p> <p>B - Repair or replacement of essential items and personal effects</p> <p>C - Essential emergency repairs to housing (to make residence safe and habitable)</p> <p>D - Demolition or rebuilding to restore housing</p> <p>E - removal of debris from residential properties</p> <p>F - Extraordinary counter disaster operations for the benefit of an affected individual</p> <p>G - Personal and financial counselling</p> <p>Category A expenditure includes evacuation Centre costs.</p>
Category B	Essential	<p>A - Restoration or replacement of an essential public asset (road, footpath, pedestrian bridge, stormwater, bridges, tunnels, culverts, rivulets, local government offices)</p> <p>B - Counter disaster operations for the protection of the general public</p>
Category C	Non-Essential	No automatic coverage, however an affected area may apply for a Community Recovery Fund for reimbursement of eligible expenditure associated with repairs of non-essential infrastructure (e.g. repairs to sportsgrounds, playgrounds, tracks, trails, etc). A fund may also include community awareness and education campaigns and other resilience building grants.
Category D	Non-Essential	A Category D measure is an act of relief or recovery carried out to alleviate distress or damage in circumstances which are, according to the Minister, exceptional. These must be approved by the Prime Minister in writing.

- 3.3.84 Special accounts will be established to record all costs associated with an emergency. All expenditure during emergencies is to be approved by the Municipal Coordinator, General Manager, Deputy General Manager or other authorised person before commitments are made.
- 3.3.85 The Council has a specific emergency management function within its Annual Operating Plan with account numbers set up to track costs associated with emergency management annual operational expenses.
- 3.3.86 All expenditure that may be eligible for government assistance under the Natural Disaster Local Government Relief Policy, must be separately costed for consolidation and audit purposes. Normal maintenance and administration costs are not eligible for assistance. However, additional costs over and above normal operating budgets may be regarded as eligible expenditure (e.g. plant hire and overtime).
- 3.3.87 Damage to any asset must be directly attributed to the event and should not include normal maintenance operations, particularly for those assets, which were in a poorly maintained state at the time of the emergency. The Council, for auditing reasons, will be required to supply records of maintenance on items and assets in question.
- 3.3.88 Assistance may be provided to the council to restore an essential public asset to the equivalent of its pre-emergency standard, subject to current planning and developmental controls and building standards. Additional costs incurred by councils beyond that level in restoring or replacing an asset to a higher standard (improvement or betterment) will be borne by councils and are not eligible for assistance.
- 3.3.89 Where claims are to be made for relief reimbursement under the Tasmanian Relief and Recovery Arrangements (TRRA), the Municipal Coordinator discusses the matter first with the SES Regional Emergency Management Planner. Where appropriate, a written application will be developed and submitted to SES Assistant Director Policy and Programs or DPAC Manager, Office of Security and Emergency Management (OESM).
- 3.3.90 If the Premier announces relief, councils collate records accordingly and pursue reimbursement. DPAC-OSEM will provide advice on request from councils.
- 3.3.91 A procedure detailing cost capturing following an emergency (Post Emergency Asset Assessment, Cost Capture and Reimbursement Procedure) has been created and is maintained by the Principal Advisor Risk and Audit. This procedure details the roles and responsibilities regarding recording costs associated with repairs and other activities following an emergency.

## Section 3.4 Recovery

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3.4 This section describes what is done in similar time frames to response to support recovery in the short-term and the longer term across the four recovery elements

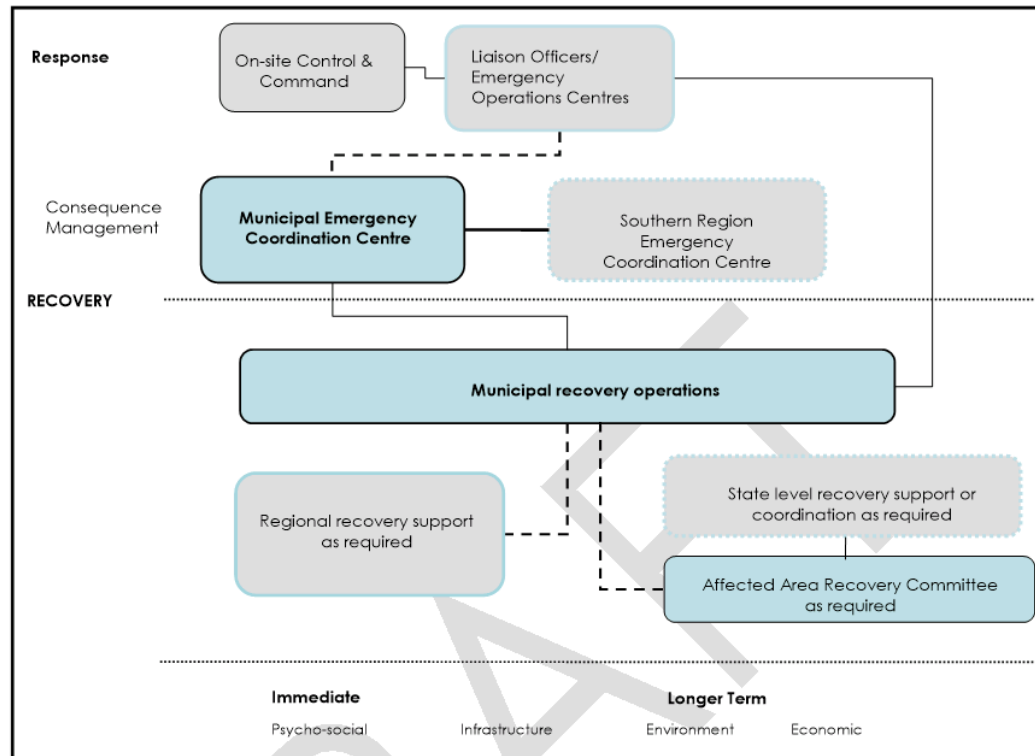
### Overview

- 3.4.1 Recovery is the process of dealing with the impacts of an emergency and returning social, economic, infrastructure and natural environments to an effective level of functioning.
- 3.4.2 Recovery is most effective when communities are supported to lead and participate in processes and activities in their local area. Municipal committees, councils, community groups and local leaders all play a significant role in enabling and facilitating local engagement in recovery planning, and in coordinating the implementation of local recovery activities.
- 3.4.3 The Southern Regional Emergency Management Plan and State Recovery Plan outline regional and state level recovery arrangements and should be read in conjunction with this plan.
- 3.4.4 Responsibilities for recovery rest primarily with council. These responsibilities can be met in partnership and with the assistance/support of State Government agencies and Non-Government Organisations, coordinated using regional arrangements.
- 3.4.5 The City of Hobart *Community Recovery Plan* deals specifically with the Hobart municipal area.
- 3.4.6 It is critical that recovery activities are planned and coordinated across all elements including:
  - a Social;
  - b Economic;
  - c Infrastructure;
  - d Environment; and
  - e cross-domain
- 3.4.7 The typical considerations in recovery include, but are not limited to:
  - a assessing recovery needs across all elements and prioritising the actions required;
  - b developing, implementing and monitoring the provision of recovery activities that are aligned as much as possible with the Council's long term planning objectives and goals;
  - c enabling communication with the community and community participation in decision making; and
  - d where possible, contributing to future mitigation requirements or improvements to planning requirements (e.g. through debrief processes).

### Current Arrangements

- 3.4.8 Figure 5 shows typical recovery arrangements for all hazards, showing the close relationship between response operation and recovery and spanning short – longer term activities. These arrangements are applied as required in each situation and are described in more detail in the following paragraphs.

Figure 5 Community Recovery Management Arrangements

**LEGEND:**

— Direct reporting relationship  
 - - - Also works/communicates with

**Media and Public Information**

- 3.4.1 In recovery, information may be communicated through a range of channels. This includes:
- The RMA's website and social media;
  - TasALERT website and social media;
  - Radio, television and print media; and
  - Public meetings, evacuation and recovery centres and outreach visits.
- 3.4.2 Council has a critical role in providing community leadership and ongoing information updates to reduce uncertainty within the community. This role should be implemented as soon as possible after an emergency occurs to reduce the potential for inappropriate community/support action and in some cases undue concern.
- 3.4.3 The Mayor has a pivotal role as community leader to coordinate community information and be the spokesperson for Council and the affected community in accordance with Council's policies.
- 3.4.4 The Mayor may be required to be supported by an experienced Media Liaison Officer who can prepare community and media statements. The Municipal Coordinator will provide emergency related information to the Mayor.
- 3.4.5 Council's Communication Policy and Communication SOP are included in the associated documents.

- 3.4.6 If the whole-of-government Public Information Unit (PIU) has been activated for an emergency, it has a dedicated recovery team tasked with coordinating recovery information and managing the development of documentation to guide the transition from response to recovery. This includes writing a Recovery Communications Strategy.

#### **Vulnerable Persons**

- 3.4.7 Below provides a list of Council-specific roles and responsibilities which support a collaborative stakeholder approach for meeting the emergency management needs of vulnerable persons:
- a Providing evacuation centres which are accessible to a broad cross section of the community;
  - b Maintain a broad knowledge of relevant service providers within the local government area;
  - c Promote community resilience as part of normal Council business;
  - d Maintain a broad knowledge of the whereabouts of special facilities (schools; aged care facilities; child care centres) within the local government area;
  - e Provide local demographic information/advice to stakeholders as able and required;
  - f Provide support to emergency stakeholders with a statutory responsibility for vulnerable persons as able and required during emergencies; and
  - g Develop and maintain relationships with relevant stakeholders whose role it is to directly cater for the emergency management needs of vulnerable persons as able and required.
- 3.4.8 The **Recovery Coordinator** is responsible to undertake the following activities:
- a Providing evacuation centres which are accessible to a broad cross section of the community;
  - b Maintain a broad knowledge of relevant service providers within the local government area;
  - c Promote community resilience as a part of normal Council business;
  - d Maintain a broad knowledge of the whereabouts of special facilities (schools; aged care facilities; child care centres) within the local government area;
  - e Provide local demographic information/advice to stakeholders as able and required;
  - f Provide support to emergency stakeholders with a statutory responsibility for vulnerable persons as able and required during emergencies; and
  - g Develop and maintain relationships with relevant stakeholders whose role it is to directly cater for the emergency management needs of vulnerable persons as able and required.

#### **Short Term Arrangements**

- 3.4.9 In the immediate aftermath of an emergency, recovery services are delivered or coordinated by Council. Following consultation with the response Management Authority and other emergency management partners regarding the likely impact, recovery needs and capacity, local arrangements can be activated by the Municipal Coordinator or the SES Regional Manager.
- 3.4.10 Regional recovery coordination is activated by the SES Regional Emergency Management Planner at the request of Council. This may follow specific advice from the response Management Authority and/or the Regional Controller.
- 3.4.11 Council is responsible for operating facilities that provides access to recovery services for the community. The places currently identified as suitable for recovery centres/recovery functions are summarised in Appendix 8 or the City of Hobart Community Recovery Plan.
- 3.4.12 These facilities are activated on the request or advice of:

- a Municipal Coordinator;
  - b Community Recovery Coordinator;
  - c SES Regional Emergency Management Planner; or
  - d Regional Controller
- 3.4.13 Council is responsible for coordinating ongoing impact assessments particularly as they relate to recovery. This work will inform appropriate governance structures for medium and long term recovery process. The Deputy General Manager (through the Emergency Recovery Committee if formed) will arrange for this impact assessment.
- 3.4.14 Council registration processes must follow any procedures or directions from the relevant Regional Controller, comply with confidentiality and security of personal information requirements, and be compatible with Register.Find.Reunite. Registration data collected by councils must be provided to Tasmanian Government agencies for recovery purposes.

### Long Term Recovery

- 3.4.15 As an emergency response nears completion, recovery activities transition from short term coordination to long term arrangements appropriate for the anticipated recovery needs.
- 3.4.16 Arrangements for the assessment of recovery needs and long term recovery structures are documented in the State Recovery Plan. The State Recovery Advisor (DPAC) works in consultation with Municipal Coordinators, Regional Controllers and Response Management Authorities to prepare advice for the State Government on long term recovery arrangements.
- 3.4.17 Where recovery needs can be met within municipal capabilities, medium to long term recovery is coordinated locally by the City of Hobart's Municipal Emergency Management Committee (Level 1 arrangements). Recovery activities in this instance are primarily supported by council resources, 'business as usual' services and community based initiatives. Where required, a Municipal Coordinator may seek support or raise emerging issues through a Regional Committee.
- 3.4.18 Following significant emergencies, and where recovery needs exceed municipal capabilities and/or resources, additional state level support for recovery may be activated. State supported recovery (Level 2) involves state government supporting recovery coordination at the local or regional level, usually through an Affected Area Recovery Committee (AARC). State coordinated recovery (Level 3) involves the state government coordinating recovery through AARC/s, and a Recovery Taskforce led by a Recovery Coordinator. Level 2 and Level 3 arrangements are detailed in the State Recovery Plan.
- 3.4.19 Affected Area Recovery Committees (AARCs) may be established under section 24E of the Act by the state government, in partnership with Municipal Committees/Councils and the affected community. AARCs may be established locally (for one local government area) or regionally (for multiple local government areas).
- 3.4.20 The purpose of an AARC is to coordinate recovery activities at the regional and local level through information sharing, collaboration and collective decision-making. An AARC's role includes developing event-specific recovery plans, facilitating community engagement and participation in recovery, and guiding the implementation of recovery projects and activities at the local level.
- 3.4.21 AARCs are usually chaired by Mayor/s, the Municipal Coordinator, or by another regional/local representative. AARCs can include representatives from the affected communities, local government, state government agencies and other organisations with a significant recovery role. The Department of Premier and Cabinet may support the administration of an AARC and coordinate State government agency recovery efforts to support local and council-led activities.
- 3.4.22 The Affected Area Recovery Committee typically will develop a plan that:
- a takes account of council's long-term planning and goals;

- b includes an assessment of the recovery needs and determines which recovery functions are still required;
  - c develops a timetable for completing the major functions;
  - d considers the needs of specific population groups within the community, including but not limited to youth, aged, disabled and non-English speaking people;
  - e allows full community participation and access;
  - f allows for the monitoring of the progress of recovery;
  - g effectively uses the support of State and Commonwealth agencies;
  - h provides for the public access to information on the proposed programs and subsequent decisions and actions; and
  - i allows consultation with all relevant community groups.
- 3.4.23 The Affected Area Recovery Committee is responsible for arranging and monitoring a communications program for the duration of the recovery program. It can include but is not limited to:
- a forums/information sessions for the community;
  - b debriefs for recovery workers; and
  - c progress reports for council, the community, the SEMC, and any other agency/organisation as agreed. As appropriate this includes progressive summaries/analysis of records (financial and information).
- 3.3.25 In the case of a more localised event, the Deputy General Manager may consider it necessary to establish a Local Community Recovery Committee as soon as practicable. This group would include appropriate affected persons, existing community groups and agencies to begin recovery discussions. It is important for local communities to have an avenue for the community to discuss and share their experiences even after smaller emergencies.

### Recovery functions

- 3.4.24 The Council's Community Recovery Plan includes a table that details the municipal level responsibilities for recovery functions related to social, economic, infrastructure and environmental domains and cross-domain functions. The functions included in the table in the CRP are not intended to be exhaustive and should be read in conjunction with the State Recovery Plan which outlines state level responsibilities.
- 3.4.25 Following an Emergency, the General Manager may consider it necessary to establish an Emergency Recovery Committee. This Committee will be led by the Deputy General Manager, in consultation with the MEMC and shall coordinate recovery efforts.
- 3.4.26 A procedure detailing the establishment of an Emergency Recovery Committee (Post Emergency Asset Assessment, Cost Capture and Reimbursement Procedure) has been created and is maintained by the Principal Advisor Risk and Audit. This procedure details the roles and responsibilities regarding recording costs associated with recovery following an emergency.

**Recovery Plan**

- 3.4.27 The City of Hobart Community Recovery Plan is a sub-plan to the Hobart Emergency Management Plan and is linked and is consistent with all aspects of this Plan. The City of Hobart Emergency Management Committee specifies strategic and tactical arrangements for the provision of a wide range of recovery services (some of which are specified in table above) to the community following an emergency event.

**Pandemic Health Emergencies**

- 3.4.28 The Tasmanian Public Health Emergencies Management Plan (TPHEMP) is a State Special Emergency Management Plan that supports the Tasmanian Emergency Management Plan in relation to addressing significant public health emergencies. The Tasmanian Health Action Plan for Pandemic Influenza (THAPPI) is an Associate Plan of the TPHEMP that outlines the framework that Tasmania will use to manage the health sector's preparedness and response to an influenza pandemic.
- 3.4.29 One of the elements in a coordinated response to a large-scale health emergency, such as an influenza pandemic, may be the establishment of community based Flu Clinics, as these clinics will perform a number of critical and beneficial functions for the general community.
- 3.4.30 The Tasmanian Health Service may call upon the Council to provide a suitable venue for the establishment of a Flu Clinic and to assist and support in the maintenance and operation of the Clinic during an influenza pandemic.
- 3.4.31 The City of Hobart has initially identified assembly/evacuation centres as potential locations for a Flu Clinic. Special pandemic plans have been developed in consultation with the Tasmanian Health Service around the establishment and operation of these sites in the event of an influenza pandemic.
- 3.4.32 The City has established a Public Health Emergency Management Plan which identifies Council's emergency management arrangements in the event of public health related emergencies. The aim of the Plan is to provide preparedness, response and recovery actions for the protection of the local community exposed to actual or imminent risks associated with public health emergencies.
- 3.4.33 Included within that plan is the Pandemic sub-plan which outlines the governance and coordination arrangements, involving Council staff, in providing operational and maintenance support to the Tasmanian Health Service in a Flu Clinic in the event of a declared influenza pandemic. The sub-plan also contains specific details for establishing a large scale Flu Clinic.



## Section 4 Plan Administration

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### Plan Contact

- 4.1 This plan is maintained by the Municipal Coordinator, City of Hobart for the City of Hobart Municipal Emergency Management Committee. Feedback regarding this plan should be made in writing to:

Email: hcc@hobartcity.com.au  
 Mail: City of Hobart, PO Box 503, Hobart 7001  
 Fax: (03) 62334 7579  
 Office phone number: (03) 6238 2900

### Review Requirements and Issue history

- 4.2 Section 34 of the *Emergency Management Act 2006* requires that this plan is reviewed at least once every 2 years after approval by the State Emergency Management Controller.
- 4.3 Upon review of the Plan by the Hobart Emergency Management Committee at intervals not exceeding two years, the City of Hobart Emergency Management Committee shall take account of all suggested amendments provided by relevant stakeholders. The Plan is to be re-issued in full, upon confirmation by the State Controller (SC), to all Plan holders, in accordance with the Distribution List below.
- 4.4 This issue entirely supersedes the previous issue of this plan. Superseded issues will be destroyed, or clearly marked as superseded and removed from general circulation.

**Table 9 Issue Table**

Issue No.	Year Approved	Comments/Summary of Main Changes
Issue 1	1983	First Plan
Issue 2	1993	Review
Issue 3	April 1996	Review
Issue 4	September 1999	Review
Issue 5	June 2006	Review and rewrite
Issue 6	January 2007	New <i>Emergency Management Act 2006</i>
Issue 7	August 2011	Reformatted into Prevention/Mitigation, Preparedness, Response and Recovery format.
Issue 8	December 2013	Review
Issue 9	December 2015	Review
Issue 10	April 2018	Review

## Distribution List

4.5 This plan is issued electronically on the SES website, after it is approved. Print/paper copies are provided as follows:

**Table 10 Distribution List**

Organisation	Position
<b>Council</b>	<ul style="list-style-type: none"> <li>Municipal Emergency Management Committee-all council members</li> <li>Lord Mayor and Aldermen</li> <li>General Manager</li> <li>Executive Leadership Team</li> </ul>
<b>SES</b>	<ul style="list-style-type: none"> <li>Southern Regional SES Unit Manager,</li> <li>Regional Emergency Management Planner, Southern Region (for Regional Controller)</li> <li>Senior Planning and Education Officer (for Director SES, State Controller and WebEOC)</li> </ul>
<b>Tasmania Police</b>	<ul style="list-style-type: none"> <li>Officer in Charge, Hobart Station</li> </ul>
<b>Tasmania Fire Service</b>	<ul style="list-style-type: none"> <li>District Officer, Brigade Operations Southern District</li> </ul>
<b>Ambulance Tasmania</b>	<ul style="list-style-type: none"> <li>Superintendent, Southern Region</li> </ul>
<b>St John Ambulance</b>	<ul style="list-style-type: none"> <li>Chief Executive Officer</li> </ul>
<b>Neighbouring Councils</b>	<ul style="list-style-type: none"> <li>Kingborough Council</li> <li>Clarence Council</li> <li>Glenorchy City Council</li> </ul>

## Consultation for this Issue

4.6 The review of this issue of this plan was coordinated by the Municipal Coordinator for the Municipal Committee. This issue was updated/re-written as part of the statutory two yearly review period.

4.7 Over this period the committee invited comment from:

- SES Regional Manager South;
- SES Senior Planning and Education Officer;
- Southern Regional Social Recovery Coordinator; and
- Its own members.

## Communications Plan Summary

4.7 Once the plan has been endorsed by Council and is approved by the State Controller, its update will be communicated as follows:

- paper copies sent to all positions listed on the Distribution List;
- noting by the Regional Committee;
- the plan will be posted to the council website and will be available to the public upon request to the Municipal Coordinator; and
- available to interested parties on request

**Validation of this Plan**

- 4.8 Arrangements in this plan will be validated within the 2 year review cycle by:
- a participating, where able, in other municipal/regional exercises
  - b conducting/participating in relevant debriefs
  - c Refer Appendix 4.

DRAFT

## Section 5 Appendices

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Appendices are part of the plan and as such are not to be updated/circulated as separate attachments, without the plan being approved by the State Controller.

Appendix 1 – List of Associated Documents

Appendix 2 – Risk Assessment Report

Appendix 3 – Municipal Committee Terms of Reference

Appendix 4 – Municipal Committee Maintenance Schedule

Appendix 5 – Centres for Emergency Management

Appendix 6 – Duty Statements

Appendix 7 – Standard Operating Procedures / Policies for Warnings, Public Information, Working with the Media

Appendix 8 – Community Centres

Appendix 9 – Nearby Safer Places

**APPENDIX 1 – List of Associated Documents**

The documents listed here are relevant to this plan. The next time this plan is reviewed the current versions of these documents will also be checked. By that time, other documents may also have been developed that are relevant and they can be included in this list at that time.

**Legislation**

Legislation	Related hazard/function	Administration
<i>Emergency Management Act 2006</i>	All-hazard state-wide emergency management provisions	SES
<i>Land Use Planning and Approval Act 1993</i>	Planning schemes	DoJ
<i>Local Government Act 1993</i>	Council responsibilities	DPAC

**Plans and Arrangements**

Row	Title	Custodian	Version/Date	Available from:
1	Council maps for council roads and alternative transport plans	Council	N/A	City of Hobart GIS Manager City Mobility
2	Fire Management Plans for HCC Bush land areas	Council	Current	Manager Bushland
3	Stormwater Strategy	Council	Current	Manager Stormwater
4	Council Emergency Action Plans <ul style="list-style-type: none"> <li>• Flood</li> <li>• High Winds</li> <li>• Abnormally High Tides</li> <li>• Wildfire</li> <li>• Tsunami</li> </ul>	Council	Current	Municipal Coordinator
5	Public Health Emergency Management Plan	Council	2015	Manager Environmental Health
6	Port Safety Plan for Visits of Nuclear Powered Warships to Hobart (SSEMP)	SES	Issue 4, June 2016	Assistant Director Operations and Resources
7	Tasmania Mass Casualty Emergency Management Plan	DHHS	Issue 2, December 2014	
8	Tasmanian Public Health EMP	DHHS	2014	
9	Recovery Plan	DPaC	Issue 1, November 2012	

Row	Title	Custodian	Version/Date	Available from:
10	Tasmanian Multiple Fatality Response Plan	DOJ	Issue 1, October 2017	
11	Search and Rescue Emergency Management Plan	DPFEM	Issue 4, February 2018	
12	Biosecurity Emergency Plan	DPIPWE	2010	
13	Tasmania Counter Terrorism Arrangements	DPFEM	May 2017	
14	Energy Supply Emergencies Plan	DPFEM	Issue 2, January 2015	
15	Hazardous Materials Emergencies Plan	TFS	Issue 8 April 2017	
16	Chemical Biological Radiological and Nuclear Incident Response Plan	DPFEM	April 2015	
17	State Road and Bridge Emergency Management Plan	State Growth	Issue 2 July 2019	Available from SES website and DIER website <a href="http://www.transport.tas.gov.au/roads">www.transport.tas.gov.au/roads</a>
18	Hobart Community Recovery Plan	Council	Issue 3 June 2016	Municipal Coordinator /Recovery Coordinator
19	Operational Handbook TEIS	DPAC		Available from SES Regional Emergency Management Planner
20	Protocol for Use of Emergency Alert	TFS		Available from SES Regional Emergency Management Planner
21	Regional Emergency Management Plan	SES	Issue 8 2018	Available from SES Regional Emergency Management Planner and SES website
22	Tasmanian Emergency Management Plan	SES	Issue 8.0 July 2015	<a href="http://www.ses.tas.gov.au/Publications">www.ses.tas.gov.au/Publications</a>
23	TasPorts Emergency Management Plan	TasPorts	Version 1.0 June 2009	Available from SES website

#### Standards, Reports, Resources

Title	Published by:	Date
'Choosing Your Words'	Attorney General's Department	2008

## APPENDIX 2 - Risk Assessment Report

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### State Government Responsibilities – Emergency Risk Management

Tasmania's commitment to emergency risk management is demonstrated through the establishment of the Tasmanian Emergency Risk Assessment Guidelines and the facilitation of municipal level risk assessment workshops in 2017.

### Local Government Responsibilities - Emergency Risk Management

All local government authorities supported the TERMP and committed resources toward the achievement of its aim. The benefits to City of Hobart in participating in this process include:

- a Demonstrates a sound commitment to managing emergency risks within the community and represents a primary interest in community safety;
- b Potential reduction in levels of risk within the community;
- c Ensures the identification of risks which are the focus of emergency planning;
- d Ensures a focus on preventing emergencies as opposed to reacting to them;
- e Enables improved community understanding in emergency management and the risk management process;
- f Improves governmental understanding of risks from a community perspective;
- g Opportunity to reduce the cost to communities from the impact of natural and technological emergencies;
- h Enables the utilisation of a best practice standard in risk management;
- i Ensures guaranteed access to Commonwealth funds under the NDRA; and
- j Complements the City of Hobart's existing practices and commitment to risk management.

The responsibilities of the City of Hobart and the City of Hobart Emergency Management Committee in relation to emergency risk management are detailed within the TEMA and are also detailed at Table 3, Other Support Services in this plan.

### Hobart TERMP Data and Treatment Strategies

The following risk register includes a description of risks identified and the treatment strategies that are required for implementation. The sources of risk were reviewed and additional risks added and assessed when this plan was last reviewed.

The City of Hobart is responsible for managing the incorporation of treatment strategies, which are either the responsibility of the Council or both the Council and other levels of government or agencies, into the appropriate Operational Plans and/or Partnership Agreements as required.

#### Recommended Treatment Strategies for Implementation

Specifically, each register includes:

1. The unique identifier number;
2. The risk statement;
3. The treatment option/s;
4. The officer responsible for treatment;
5. The implementation timeframe.

Note that the timeframe 'on-going' is used where there is a need to monitor the adequacy of existing management arrangements to mitigate the risk.

The time frame for undertaking treatment options is also defined in the following time frames:-

- Immediate action must be completed as soon as practicable within current budget cycle (12 Months);
- Short-term action must be completed as soon as practicable within the next budget cycle (12-24 Months);
- Long-term action must be completed within 5 years;
- Ongoing continuously monitor; or
- As described in the table.



Register of Treatment Strategies for Natural and Technological Risks				
I.D.	Risk statement	Treatment/s	Responsibility for treatment	Timeframes
HC 01	<b>FLOOD</b>			
HC 01.01	There is a risk to residential and commercial properties from flooding of Sandy Bay Rivulet	Maintain hydraulic capacity by: <ol style="list-style-type: none"> <li>1. Removing debris from debris racks.</li> <li>2. Cleaning gross pollutant traps.</li> <li>3. Cleaning vulnerable pits.</li> </ol>	Manager Stormwater	<ol style="list-style-type: none"> <li>1. Quarterly</li> <li>2. In line with approved schedule and prior to major rainfall events</li> <li>3. In line with approved schedule and prior to major rainfall events</li> </ol>
		Maintain warning system in working order by regular checks and monitoring.	Manager Stormwater	<ol style="list-style-type: none"> <li>1. Quarterly</li> <li>2. After each major rainfall event</li> </ol>
		<ol style="list-style-type: none"> <li>1. Maintain Flood Action plan; and</li> <li>2. Implement Action Plan in the event of an incident</li> </ol>	Municipal Coordinator	<ol style="list-style-type: none"> <li>1. Update annually</li> <li>2. Upon receiving a warning from the BoM.</li> </ol>
		Maintain Community information and awareness by relaying warnings to the public via social media and highlighting the CoH Flood website	Head of Communications	Upon receipt of a flood warning from the BoM.

Register of Treatment Strategies for Natural and Technological Risks				
I.D.	Risk statement	Treatment/s	Responsibility for treatment	Timeframes
		<p>Ensure that proposed use and development complies with the standards of the Inundation Prone Areas Code of the <i>Hobart Interim Planning Scheme 2015</i> and with section 109(1)(h) of the <i>Local Government (Building and Miscellaneous Provisions) Act 1993</i>, including consideration of predicted future climate change.</p> <p>Matters covered by the Code include building minimum floor levels, flood-resistant construction, maintenance of site access and potential impacts upon other land and property.</p>	Environmental Development Planner	On-going
HC 01.02M	There is a risk to commercial and residential properties from flooding of Hobart Rivulet	<p>Maintain hydraulic capacity by:</p> <ol style="list-style-type: none"> <li>1. Removing debris from debris racks.</li> <li>2. Cleaning gross pollutant traps.</li> <li>3. Cleaning vulnerable pits.</li> </ol>	Manager Stormwater	<ol style="list-style-type: none"> <li>1. Quarterly</li> <li>2. In line with approved schedule and prior to major rainfall events</li> <li>3. In line with approved schedule and prior to major rainfall events</li> </ol>
		Maintain warning system in working order by regular checks and monitoring.	Manager Stormwater	Quarterly and after each major rainfall event
		<ol style="list-style-type: none"> <li>1. Maintain Flood Action plan; and</li> <li>2. Implement Action Plan in the event of an incident</li> </ol>	Municipal Coordinator	<ol style="list-style-type: none"> <li>1. Review annually;</li> <li>2. Upon receiving a warning from the BoM.</li> </ol>

Register of Treatment Strategies for Natural and Technological Risks				
I.D.	Risk statement	Treatment/s	Responsibility for treatment	Timeframes
		Maintain Community information and awareness by relaying warnings to the public via social media and highlighting the CoH Flood website	Head of Communications	Upon receipt of a flood warning from the BoM.
HC 01.04	There is a risk to residential and commercial properties from flooding of the Maypole and New Town Rivulet	Maintain hydraulic capacity by: 1. Removing debris from debris racks. 2. Cleaning gross pollutant traps. 3. Cleaning vulnerable pits.	Manager Stormwater	1. Quarterly 2. In line with approved schedule and prior to major rainfall events 3. In line with approved schedule and prior to major rainfall events
		Maintain warning system in working order by regular checks and monitoring.	Manager Stormwater	Quarterly and after each major rainfall event
		1. Maintain Flood Action plan; and 2. Implement Action Plan in the event of an incident	Municipal Coordinator	1. Review annually 2. Upon receiving a warning from the BoM.
		Maintain Community information and awareness by relaying warnings to the public via social media and highlighting the CoH Flood website	Head of Communications	Immediately upon receipt of a flood warning from the BoM.
HC 01.07	There is a risk to residential and commercial properties from flooding of other rivulets and stormwater overflows	Maintain hydraulic capacity by inspecting other waterways annually and removing any constraints.	Manager Stormwater	Inspect annually

Register of Treatment Strategies for Natural and Technological Risks				
I.D.	Risk statement	Treatment/s	Responsibility for treatment	Timeframes
HC 01.08	There is a risk to Major Hazard Facilities Manifest Quantity Workplaces and EPA regulated sites from flooding from major waterways.	Maintain hydraulic capacity by inspecting other waterways annually and removing any constraints to water flows.	Manager Stormwater	Inspect annually
		Promote mitigation and response strategies with affected businesses.	Manager Stormwater	Annually
<b>HC 02</b>	<b>WILDFIRE</b>			
HC 02.01	There is a risk to residential and commercial properties on the urban fringe of Hobart from the effects of wildfire.	Maintain fire management strategy, and specific fire management plans in coordination with TFS and Wellington Park Trust	Manager Bushland	Review strategies and plans annually.
		Close bushland reserves and Pinnacle Road when fire danger levels exceed a prescribed level to reduce the risk of wildlife and to protect visitors from exposure.	Manager Bushland	Apply Incident procedures on days of Very High FDI and Total Fire Ban and close reserves accordingly.
		Community education and awareness program to be implemented in coordination with the TFS and Wellington Park Management Trust	Manager Bushland	Awareness sessions occur prior to December each year.
		Undertake strategic fire advantage zone burning to strengthen asset protection zone clearing.	Manager Bushland	Plan for 250Ha of hazard reduction burning works over Spring and Autumn each year

Register of Treatment Strategies for Natural and Technological Risks				
I.D.	Risk statement	Treatment/s	Responsibility for treatment	Timeframes
		Maintain planning scheme provisions, including <ul style="list-style-type: none"> <li>• access/egress</li> <li>• vegetation clearance</li> <li>• defensible space</li> </ul>	Manager Bushland	On-going
		Maintain an effective and qualified team of firefighters and firefighting vehicles sufficient to undertake prevention works and assist TFS during a wildfire event	Manager Bushland	On-going with annual review and recruitment and annual fire preparedness training.
		Ensure that proposed use and development complies with the standards of the Bushfire-Prone Areas Code of the <i>Hobart Interim Planning Scheme 2015</i> . Matters covered by the Code include ensuring new use and development has adequate hazard management areas, fire-fighting access, water supply and emergency management strategies, through certified bushfire hazard management plans.	Environmental Development Planner	On-going
HC 02.03	There is a risk of environmental damage to reserve areas, particularly the Wellington Park from the effects of wildfire	Implement fire management plans for large Council bushland reserves Wellington Park, in coordination with the TFS and Glenorchy City Council.	Manager Bushland	Plans to be reviewed annually.

Register of Treatment Strategies for Natural and Technological Risks				
I.D.	Risk statement	Treatment/s	Responsibility for treatment	Timeframes
		Community education and awareness program occur in coordination with the TFS and the Greater Hobart Fire Management Advisory Committee.	Manager Bushland	Awareness sessions occur prior to December each year.
<b>HC 03</b>	<b>STORM</b>			
HC 03.01M	There is a risk to residential and commercial properties from the effects of storms	Community education and awareness program be implemented in coordination with the SES	Head of Communications Municipal Coordinator	May each year.
	There is a risk to human life from the effects of storms	Proactively inspect Council tree assets in Parks and streets. Reactively inspect Council tree assets in Parks on notification from Council staff who work in the area of members of the public.	Manager Parks & Recreation	Annually to every 5 years depending on risk ranking of individual parks and streets
		Relay to the public Damaging Winds Alerts and Severe Thunderstorms Warnings.	Head of Communications	Immediately upon receipt of the alert

<b>HC 05</b>	<b>LANDSLIP</b>			
HC 05.01	There is a risk landslip will result in damage to residential and commercial property	Ensure that proposed use and development complies with the standards of the Landslide Code of the <i>Hobart Interim Planning Scheme 2015</i> .  Matters covered by the Code include ensuring new use and development is subject to a tolerable level of landslip risk, and that proposed development will not lead to an increase in risk of landslip above tolerable levels, through landslide risk assessments.	Environmental Development Planner	On-going
HC 05.02	There is a risk landslip will result in damage to roads and bridges	Implement appropriate design to ensure the assets can be cleaned and made operational within a reasonable amount of time.	Manager Roads & Capital Works	On-going
		Consider the impact of landslip in the City's capital works program.	Manager Roads & Capital Works	On-going
<b>HC 06</b>	<b>PUBLIC HEALTH</b>			
HC 06.01M	There is a risk to the community as a result of a pandemic	Maintain the Public Health Emergency Management plan, incorporating pandemic sub-plan in conjunction with DHHS-PHS	Manager Environmental Health	Plan reviewed annually and updated every 2 years.
		Issue community information and education materials	Manager Environmental Health	Relevant materials distributed when required.

HC 06.02N	There is a risk to the community from a significant public health incident	Maintain current public health programs including - <ol style="list-style-type: none"> <li>1. Immunisation services</li> <li>2. Flu clinics for CoH staff</li> <li>3. Food safety surveillance</li> <li>4. Prescribed premises assessments</li> </ol>	Manager Environmental Health	<ol style="list-style-type: none"> <li>1. Monthly</li> <li>2. Annually</li> <li>3. On-going</li> <li>4. Annual</li> </ol>
HC 06.03N	There is a risk to the community from the effects of water contamination (drinking, beach, waterways and recreational waters)	Monitor recreational water quality and drinking fountains quality.	Manager Environmental Health Manager Stormwater	<ol style="list-style-type: none"> <li>1. Weekly tests during December to March</li> <li>2. Monthly tests of public pools</li> <li>3. Annual audits of drinking fountains</li> </ol>
		Implement community information strategies in conjunction with the Derwent Estuary Program.	Manager Environmental Health Manager Stormwater	On-going
<b>HC 07</b>	<b>EARTHQUAKE</b>			
HC 07.01n	There is a risk that an earthquake will result in damage to public and private property and infrastructure	Ensure earthquake provisions of building code and design standards are implemented by ensuring the appropriate permits are in place for each development.	Principal Compliance & Permits Officer	On-going



<b>HC 08</b>	<b>ANIMAL DISEASE</b>			
HC 08.01N	There is a risk to the community from the effects of introduced animal disease	Relay information to the public regarding recommended actions.	Manager Environmental Health	Ongoing
<b>HC 21</b>	<b>INFRASTRUCTURE FAILURE</b>			
HC 21.01	There is a risk that the road/bridge network will be damaged causing community disruption	Assess structures at risk including inspection of bridges	Manager Roads & Capital Works	Inspect bridges every 5 years
		Maintain asset management plans for critical road and bridge assets	Manager Roads & Capital Works	Update Plan every 2 years
		Maintain an asset renewal program by completing renewal works identified in that year.	Manager Roads & Capital Works	Annually
HC 21.05	There is a risk of failure of the storm water reticulation network causing community disruption	Undertake network modeling to identify deficiencies	Manager Stormwater	On-going
		Develop and implement network augmentation programs	Manager Stormwater	On-going
		New bridges designed for: ULS storm event for strength and stability of the bridge structure - 1:2000 ARI storm. SLS storm event for serviceability and scour protection design - 1:100 ARI storm.	Manager Roads & Capital Works	On-going
		Monitor movement of heavy vehicles through the NHVR permit	Manager Roads & Capital Works	On-going

<b>HC 22</b>	<b>STRUCTURAL FIRE</b>			
HC 22.01	There is a risk to high rise commercial and residential structures from fire	Ensure compliance to current building codes and fire safety regulations for new development by ensuring the appropriate permits are in place	Principal Compliance & Permits Officer	On-going
		Issue Compliance Notice upon advice of deficient fire safety systems	Principal Compliance & Permits Officer	On-going
HC 22.02	There is a risk to industrial premises from fire	Ensure compliance to current building codes and fire safety regulations for new development by ensuring the appropriate permits are in place	Principal Compliance & Permits Officer	On-going
HC 22.03	There is a risk to commercial and residential properties from a structural fire	Ensure compliance to current building codes and fire safety regulations for new developments by ensuring the appropriate permits are in place	Principal Compliance & Permits Officer	On-going
HC 22.04	There is a risk to human life from structural fire	Ensure compliance to current building codes and fire safety regulations for new developments by ensuring the appropriate permits are in place.  Issue Compliance Notice upon advice of deficient fire safety systems	Principal Compliance & Permits Officer	On-going
<b>HC 23 BUILDING COLLAPSE</b>				

HC 23.01M	There is a risk to human life from structural collapse of buildings and stadiums	Ensure compliance to current building codes and fire safety regulations for new development by ensuring the appropriate permits are in place.  Issue Compliance Notice upon advice of deficient safety systems	Principal Compliance & Permits Officer	On-going
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<b>HC 25 POLLUTION</b>				
HC 25.01M	There is a risk of pollution of the air, water and land from a number of sources and accident scenarios involving storage, handling, transport and use on hazardous materials.	Compliance with hazardous materials transport and storage legislation	City of Hobart managers	On-going
		Support, promote and enforce pollution control measures at McRobies Gully Waste Management Centre	Manager Cleansing & Solid Waste	On-going
<b>HC 26 TRANSPORT ACCIDENT</b>				
HC 26.02	There is a risk of multi casualties from a transport accident	Ensure compliance with heavy vehicle transport regulations by relaying new regulations and initiatives to plant operators	Manager Projects & Support Services	On-going
HC 26.03M	There is a risk to the community from transportation accidents including: <ul style="list-style-type: none"> <li>• Buses</li> <li>• Cruise ships</li> <li>• Air crash</li> <li>• Rail accident</li> <li>• Ferry accident</li> <li>• Hazardous materials transportation</li> <li>• Heavy vehicles</li> <li>• Light vehicles</li> <li>• Plant</li> </ul>	Promote Risk Mitigation Programs, driver awareness training, fleet safety improvements and meetings of the Motor Vehicle Safety Committee	Manager Projects & Support Services Senior Advisor Risk & Audit Systems	On-going
		Maintain asset management plans for roads	Manager Roads & Capital Works	Works programmes updated annually. Asset Management Plans updated every 5 years.

		Maintain City of Hobart traffic management activities including Black Spots and Roads to Recovery funding programs	Manager City Mobility Manager Roads & Capital Works	Black Spot projects and Roads to Recovery projects are completed annually.
<b>HC 27 Coastal sea level rises</b>				
HC 27.01N	There is a risk to the community as a result of coastal sea level rises	Maintain awareness of current trends in sea level changes	Senior Climate Change Officer	On-going
		Maintain and implement Climate Change Adaptation Strategy and Policy	Senior Climate Change Officer	On-going
		Implement appropriate changes to planning schemes	Manager Planning, Policy & Heritage	On-going
		Prepare a coastal hazard strategy with adaptation pathways for areas identified as at risk of storm tide, erosion and inundation	Senior Climate Change Officer	June 2020
		Collaborate and contribute to the preparation and implementation of a Regional Coastal Hazard Strategy	Senior Climate Change Officer	June 2020
		Maintain EM Plans cognisant of emergency risks	Municipal Coordinator	Update EM Plans every 2 years
		Ensure that proposed use and development complies with the standards of the Inundation Prone Areas Code of the <i>Hobart Interim Planning Scheme 2015</i> . Matters covered by the Code include building minimum floor levels, flood-resistant construction, maintenance of site access and potential impacts upon other land and property.	Environmental Development Planner	On-going

HC 10 TSUNAMI				
HC 10.01N	There is a risk to the community from tsunami	Maintain a Standard Operating Procedure detailing the response when a tsunami warning is received	Municipal Coordinator	Short term
		Relay tsunami warnings to the public	Head of Communications	Immediately upon receiving a warning
		Maintain EM Plans cognisant of emergency risks	Municipal Coordinator	Update EMP every 2 years

<b>HC 21      INFRASTRUCTURE FAILURE (DAMS)</b>				
HC 21.13N	There is a risk to the Sandy Bay and Dynnryne community as a result of the failure of the Waterworks dams	Liaise with TasWater and TasPolice to relay warnings to the community if there is risk of dam failure	Head of Communications Municipal Coordinator	Relay warnings immediately upon receipt of advice.
<b>HC 47      MASS CASUALTY INCIDENTS</b>				
HC 47.01N	There is a risk of a mass casualty incident from a number of causes	Promote risk reduction programs in coordination with DHHS, THS and Ambulance Tasmania	Principal Advisor City Security	On-going
		Promote a high level of response strategies in coordination with DHHS, THS and Ambulance Tasmania	Principal Advisor City Security	On-going
		Appropriate risk management and safety plans at council facilities and events in coordination with DHHS, THS and Ambulance Tasmania	Principal Advisor City Security	On-going
<b>HC 45      MASS GATHERINGS</b>				
HC 45.01N	There is a risk to the community attending mass gathering events	Assess and issue licences for place of assembly.	Manager Environmental Health	Annual licences or one-offs
		Ensure EM and Security Plans are appropriate	Principal Advisor City Security	Annual reviews
		Promote awareness of community security	Principal Advisor City Security	On-going
		Ensure maintenance of community facilities in line with approved levels of service	Manager Projects & Support Services	On-going

		Appropriate risk management and safety plans at council facilities and events	Principal Advisor City Security	Each event
<b>HC 44 TERRORISM</b>				
HC 44.01N	There is a risk to the community from acts of terrorism	Promote terrorism awareness and reporting programs in coordination with DPPS	Principal Advisor City Security	On-going
		Support National and State counter terrorism awareness and development programs and exercises	Principal Advisor City Security	On-going
<b>HC 04 SEVERE WEATHER</b>				
HC 04.2N	There is a risk to the community from severe snow conditions	Relay warnings of severe weather	Head of Communications	Immediately after receiving advice of the event
		<p>Ensure capability for Council to respond in the management of severe events by ensuring staff are assigned to emergency roles including:</p> <ul style="list-style-type: none"> <li>• After hours duty response</li> <li>• EM Working Group</li> <li>• Emergency Response Team</li> </ul>	Municipal Coordinator	Review staff annually



**APPENDIX 3 - Municipal Committee Terms of Reference****Emergency Management**

CITY OF HOBART EMERGENCY MANAGEMENT COMMITTEE

**Terms of Reference**

Committees to adjust as required.

<b>Committee:</b>	City of Hobart Emergency Management Committee
<b>Date and Status of these Terms:</b>	ACCEPTED Issue 11 2020
<b>Enquiries</b>	Executive Officer Municipal Emergency Management Coordinator City of Hobart
<b>Review Notes</b>	These Terms of Reference are due for review in April 2022
<b>General Standards &amp; Practices</b>	The Tasmanian Emergency Management Plan describes the framework for this committee and its usual practices are aligned with the guidelines maintained by the SES for emergency management committees (available from <a href="http://www.ses.tas.gov.au">www.ses.tas.gov.au</a> ). The following points are specific to this group:

1. **Authority & Background:** Section 20 of the *Emergency Management Act 2006* establishes the City of Hobart Emergency Management Committee within the Tasmanian emergency management framework for the Southern Region.
2. **Purpose** Section 22 of the *Emergency Management Act 2006* outlines this committee's purpose and functions generally as:
 

"... to institute and coordinate, and to support the institution and coordination of, emergency management in the municipal area, or in the case of a combined area, in the municipal area that constitutes the combined area, including the preparation and review of the Municipal Emergency Management Plan and Special Emergency Management Plans that relate to emergency management ..."

  - 2.1 Functions
    - 2.1.1 Institute and coordinate policy, arrangements and strategies for municipal emergency management, aligning activities where relevant with regional strategies and priorities.
    - 2.1.2 Enhance emergency management arrangements by reviewing the management of emergencies that have occurred in the municipal area/s and identifying excellence as well as opportunities for improvement
    - 2.1.3 Oversight of the management of emergencies where council/s resources are required to support response and recovery
    - 2.1.4 Provide a municipal forum for organisations with emergency management responsibilities in the municipal area/s.

- 2.1.5 Nominate a representative to attend the Southern Region Emergency Management Committee activities and provide bilateral support;
- 2.1.6 Coordinate/participate in at least one emergency management exercise for the City every two years;
- 2.1.7 Coordinate a post emergency operational debrief for all organisations involved in an emergency event.
- 2.1.8 Meet on a quarterly basis, but in any event, at least twice per year unless an emergency event occurs and a subsequent review of the operational aspects of the Plan is required. These meetings will be scheduled by the Executive Officer at the appropriate intervals

**3. Reports to**

Southern Regional Emergency Management Committee

**4. Membership**

Section 21 of the *Emergency Management Act 2006* establishes the arrangements for this committee's membership. These are supplemented by the following practices:

- membership is reviewed every time the Terms of Reference is reviewed and members are confirmed in writing by the responsible officer/manager
- proxies assume the member's role if the member is unable to attend the meeting or is unable to perform their usual role for the committee.

Invited guests support municipal emergency management as requested by the Chairperson, within their limits of safety and training.

At this stage security clearances are not required.

**4.1 Chairperson**

City of Hobart Lord Mayor or appointed Alderman

**4.2 Executive Officer**

Municipal Emergency Management Coordinator, City of Hobart

**4.3 Members**

- A representative from the emergency services – Police, SES, AT, TFS;
- Municipal Coordinator as Executive Officer;
- City of Hobart Recovery Coordinator; and
- Tasmanian Health Service/Southern Regional Social Recovery Coordinator
- Deputy Municipal Coordinator and other Council officers as appropriate
- A representative from Red Cross
- A representative from Kingborough Council
- A representative from Glenorchy City Council

**4.4 Nominated Proxies**

Tasmania Police, State Emergency Service, Tasmania Fire Service, Ambulance Tasmania, Department Health and Human Services

**5. Committee Details****5.1 Sub-Committees**

There are no formal standing sub-committees to the City of Hobart Emergency Management Committee. Recovery matters are dealt with through the main committee.

**5.2 Stakeholder Groups**

The stakeholder groups of this committee include but are not limited to:

- Other service provider agencies such as Telstra, TasNetworks, Hydro, TasWater
- Recovery service providers such as Red Cross, Centrelink, St Vincent de Paul, Housing Tasmania

- 5.3 Chairperson** The role of the Chairperson of the City of Hobart Emergency Management Committee is to:
- a To chair the Council's Emergency Management Committee
  - b Receive notification of emergency events from the Municipal Coordinator.
  - c Maintain contact with and support the Municipal Coordinator during an emergency event.
  - d Arrange for an annual report to be provided to the Council on the activities of the City of Hobart Emergency Management Committee.
  - e Maintain regular contact/ liaison with the Municipal Coordinator in regard to the administrative arrangements of the City of Hobart Emergency Management Committee.
- 5.4 Frequency of meetings** The intention is for the City of Hobart Emergency Management Committee to meet twice per year unless an emergency event occurs and a subsequent review of the operational aspects of the Plan is required. These meetings will be scheduled by the Executive Officer at the appropriate intervals.
- 5.5 Emergency Management Working Group** The City of Hobart Emergency Management Committee is supported by a group of senior Council staff that undertakes the Hobart Emergency Management Plan review and ERM tasks and prepares and presents related documentation to the City of Hobart Emergency Management Committee.
- 5.6 Emergency Management Plan (EMP) Review Process** A formal review of this Plan will be conducted every two years by the City of Hobart Emergency Management Committee. This process will be facilitated in conjunction with the usual meeting schedule of the City of Hobart Emergency Management Committee, which meets regularly.
- The review will as a minimum take into consideration the following factors:
- a emerging risks and hazards and potential treatments;
  - b compliance of the plan with current legislation and policy;
  - c accuracy of content e.g. roles, procedures and contacts; and
  - d functionality of the plan during emergency situations;
  - e comments and suggestions from key stakeholders.
- 5.7 Emergency Management Maintenance Schedule** A schedule that provides prompts for action to ensure that Council's EM capability remains current is included as Section 5.4 to this plan.
- 5.8 Business Continuity Planning** Business continuity is not specifically considered within this Plan. Whilst an emergency event will have an impact on the business of the Council and the community, this Plan focuses on the management and resource requirements to effectively mitigate the likelihood, and manage the consequences of emergency events on the broader community.

**APPENDIX 4 - Municipal Committee Maintenance Schedule**

Action	Responsibility	Frequency	Scheduled for Conduct
Conduct meeting of the City of Hobart Emergency Management Committee.	Municipal Coordinator	Bi -annually	May/Nov
Coordinate EM training for selected staff member/s on rotating basis and maintain training records.	Municipal Coordinator	Annual	April
Plan, conduct and review an EM related exercise.	Municipal Coordinator	Every two years	Oct
Review EM Plan and all appendices (including risk assessments and treatment strategies). Lodge plan with SREMC.	City of Hobart Emergency Management Committee	Every two years	Mar
Review and update contact lists	Municipal Coordinator	Annually	July
Attend REMC Meetings.	Municipal Coordinator	Quarterly	As advised
Attend SRSRC Meetings.	Recovery Coordinator	Quarterly	As advised
Review Risk Treatment options in conjunction with strategic plan and budget	Municipal Coordinator	Annually	November

**APPENDIX 5 - Centres for Emergency Management****Emergency Operations Centres**

The following information summarises the main details for agency specific facilities that can be used as emergency operations centres:

Organisation	Municipal		Regional	
	Location	Contact	Location	Contact
<b>Council (Primary)</b>	The Administration Building Cleary's Gates Depot Brooker Hwy Hobart	Municipal Coordinator	SES Southern Region Headquarters, 28 Bathurst Street, Hobart	SES Regional Emergency Management Planner
<b>Council (Secondary)</b>	Bushland Operations Depot Huon Road South Hobart	Municipal Coordinator		
<b>TASPOL:</b>	Liverpool Street Hobart			
<b>TFS:</b>	Melville Street (cnr Argyle Street) Hobart			
<b>AT:</b>	1-5 Melville Street Hobart			
<b>SES:</b>	Mornington volunteer SES, 128 Mornington Road	6230 2716	Southern Region Headquarters Floor 1, 28 Bathurst St Hobart	SES Duty Officer

**Emergency Coordination Centres**

The following information summarises the main details for facilities that can be used as emergency coordination centres:

	Municipal		Regional	
	Location	Contact	Location	Contact
<b>Primary</b>	Town Hall Elizabeth Street Conference Room Macquarie Street Hobart	Municipal Coordinator	Southern Region Headquarters Floor 1, 28 Bathurst St Hobart	SES Duty Officer
<b>Secondary</b>	Council Business Centre 16 Elizabeth Street Hobart	Municipal Coordinator	Refer to SES Regional Manager	N/A

**APPENDIX 6 - Duty Statements**

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The following Duty Statements are designed to provide an abbreviated prompt to key emergency management personnel on the actions they need to consider when an emergency event occurs. They can be extracted from the Plan and kept in a readily available location.

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## Duty Statements -

### Municipal Emergency Management Committee

#### Committee's Duties

- 5.8.1 Prior to, or during an emergency, when it meets the Committee is to provide strategic advice on the management of emergencies where council/s resources are required to support response and recovery. The committee shall also consider the following:
- The nature of the emergency;
  - The resources available to deal with the event;
  - Task prioritisation;
  - Communications;
  - Business continuity;
  - Community engagement; and
  - Recovery.

#### Chairman's Duties

1. To chair Council's Emergency Management Committee.
2. Make arrangements for reports to the Council, on an as needs basis, covering the activities of the City of Hobart Emergency Management Committee and related emergencies.
3. Maintain regular contact/ liaison with the Municipal Coordinator and the General Manager in regard to the administrative arrangements of the City of Hobart Emergency Management Committee.
4. Receive notification of emergency from Municipal Coordinator and the General Manager.
5. If appropriate, during an emergency event, convene the City of Hobart Emergency Management Committee and support the Municipal Coordinator.

#### Municipal Coordinator's Duties

1. Undertake the role of Executive Officer to the City of Hobart Emergency Management Committee and carry out the administrative functions of that role.

#### Committee Members' Duties

1. Providing advice within their field of expertise.
2. Coordinating and managing resources from their respective organisation in support of the Municipal Emergency Coordination Centre.

## Duty Statements – Incident Management Team

### Emergency Coordination Centre Manager (Incident Controller)

1. Receive notification of emergency.
2. Establish the HECC at the Customer Services Centre.
3. Provide human and physical resources to maintain the HECC.
4. Maintain contact with and support Municipal Coordinator.
5. Coordinate media and community information.
6. Take charge and exercise leadership of the response to and/or recovery from the incident, including the establishment of the incident management team.

#### Reports to the General Manager

### Planning Officer

1. Receive notification of emergency from the Incident Controller.
2. Maintain contact with and support the Incident Controller.
3. Continually assess the situation, conduct analysis, identify risk and share information in support of all decision-making.
4. Provide specialist advice on the nature of the emergency and review the response activities.

#### Reports to the Incident Controller

### Logistics Coordinator

1. Receive notification of emergency from the Incident Controller.
2. Maintain contact with and support the Incident Controller.
3. Obtain and maintain human and physical resources, facilities, services and materials.

#### Reports to the Incident Controller

### Communications Officer

1. Receive notification of emergency from the Incident Controller.
2. Maintain contact with and support the Incident Controller.
3. Provide timely and accurate public information in order to protect and reassure the community.

#### Reports to the Incident Controller

### Recovery Officer

1. Receive notification of emergency from the Incident Controller.
2. Maintain contact with and support the Incident Controller.
3. Ensure relief and recovery considerations are addressed to ensure services are provided to the persons and community impacted by the incident, and arrange for a smooth transition to the recovery phase, if applicable.

#### Reports to the Incident Controller



### Emergency Operations Centre Manager

1. Receive notification of emergency from the Incident Controller.
2. Maintain contact with and support the Incident Controller.
3. Implement the incident action plan developed to resolve and/or recover from the incident and monitor its activities and progress.

#### **Reports to the Incident Controller**

### Administration Officer

1. Receive notification of emergency from the Incident Controller.
2. Maintain contact with and support the Incident Controller.
3. Support officers within the Coordination Centre with any administration activities and other miscellaneous duties such as phone calls, radio calls and nutrition.

#### **Reports to the Incident Controller**

## Duty Statements – Other Emergency Roles

### Lord Mayor

1. Receive notification of emergency from Municipal Coordinator / General Manager.
2. Notify Aldermen.
3. Maintain contact with and support Municipal Coordinator / General Manager.
4. Act as the Council spokesperson for information to the community and media in relation to the Hobart municipal area.
5. Promote and support emergency relief appeal arrangements.

#### Reports to the Council

### General Manager

1. Notify the Lord Mayor and Aldermen, as required.
2. Assist the Lord Mayor with community and media information.
3. Manage ongoing information to the community and media.
4. Liaise with and provide support to the Municipal Coordinator.
5. Authorise the use of resources as may be appropriate, outside of normal operating guidelines, in support of the Council's response to an emergency.

#### Reports to the Lord Mayor

### Municipal Coordinator

1. Responsible for the overall management of City of Hobart response to an event.
2. Activate the EOC and ECC as appropriate.
3. Establish the Incident Management Team
3. Coordinate resources and activities in the emergency coordination centre.
4. Liaise with emergency services, particularly the Southern Regional Officer SES.
5. Liaise with the Southern Regional Emergency Management Controller (Regional Controller) as appropriate.
6. Notify the General Manager, Lord Mayor, Chair of City of Hobart Emergency Management Committee of an emergency or potential emergency.
7. Represent the Council on regional emergency management committees.

#### Reports to the General Manager

### Recovery Coordinator

1. Receive notification of emergency from Municipal Coordinator.
2. Notify appropriate recovery organisations.
3. Notify Regional Social Recovery Coordinator.
4. Maintain contact with and support Municipal Coordinator.
5. Manage assessment of community needs with support from Regional Social Recovery Coordinator and Social Recovery Partners.
6. Maintain ongoing liaison with Regional Social Recovery Coordinator during the provision of services to the community.
7. Be a member of the City of Hobart Emergency Management Committee.

8. Establish Evacuation Centre and Recovery Centre as requested by Municipal Coordinator.
9. Maintain and manage the activities within the Recovery Centre.

**Reports to the Municipal Coordinator****Emergency Operations Centre Manager**

1. Receive notification of emergency from Municipal Coordinator.
2. Coordinate the field operations in an emergency event.
3. Maintain contact with and support Municipal Coordinator.
4. Establish the EOC as requested by Municipal Coordinator.
5. Maintain and manage the activities within the EOC.

**Reports to the Municipal Coordinator****Logistics Coordinator**

1. Receive notification of an emergency from Municipal Coordinator / Recovery Coordinator.
2. Assist with the establishment of such emergency operations and coordination centres as may be required or requested.
3. Acquire and supply human and physical resources to sustain the operations of these centres.
4. Maintain liaison with and support Municipal Coordinator and Recovery Coordinator.

**Reports to the Municipal Coordinator****Deputy Municipal Coordinator**

1. Assist the Municipal Coordinator in all duties.
2. Act as Municipal Coordinator in his/her absence.
3. Be a member of the City of Hobart Emergency Management Committee.

**Reports to the Municipal Coordinator****Evacuation / Recovery Centre Manager**

1. Receive notification of emergency from Municipal Coordinator/ Recovery Coordinator.
2. Establish assembly/evacuation/ recovery centres as required.
3. Provide human and physical resources to maintain assembly/evacuation/ recovery centres as required.
4. Maintain safe and effective coordination of activities taking place at the Evacuation / Recovery Centre they are responsible for.
5. Maintain liaison with and support Municipal Coordinator.

**Reports to the Recovery Coordinator**

## **APPENDIX 7 - Standard Operating Procedures / Policies for Warnings, Public Information, Working with the Media**

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On first advice of an emergency or potential emergency, the following roles and responsibilities will be followed:

### **Municipal Coordinator**

When first alerted of an emergency or potential emergency the Municipal Coordinator must:

- a Assess the necessity to establish the emergency coordination centre and or the emergency operation centre.
- b Contact the Emergency Operations Centre Manager to alert/activate response teams/supervisors and other potentially affected operational areas as deemed appropriate.
- c Notify the General Manager.
- d Notify media liaison officer.
- e Contact those staff that may have a direct role in the emergency.

If the first alert is received outside usual working hours the Municipal Coordinator must re-assess and determine the appropriate people to contact including the Duty Officer. Such contacts will depend on the type and extent of incident

### **Liaison with Emergency Services**

In the event of an emergency occurring within the City of Hobart municipal area that threatens life and/or property, the Municipal Coordinator will liaise with all emergency services through the Southern Regional Emergency Management Committee through the SES Regional Emergency Management Planner South (SES RMS) or the Regional Controller (RC).

The Executive Officer of the SREMC (SESRO) will arrange for briefings from the emergency services agency that is managing the event. These briefings will identify the role of City of Hobart and the physical and human resources that may be required to assist.

### **Wildfire**

The Municipal Coordinator will be advised of severe fire weather days and this will provide the trigger to alert Council staff to be vigilant in identifying fire outbreaks, and monitoring the current situation through the TFS website ([www.fire.tas.gov.au](http://www.fire.tas.gov.au)).

Should any City of Hobart employee become aware of a fire, which may have the potential to threaten the residential area of Hobart it will be reported immediately to the TFS, phone 000, in the first instance, and then the Municipal Coordinator.

The Municipal Coordinator shall contact the Manager Bushland or other nominated officer to be responsible for the coordination of information and response in accordance with the Council's established Wildfire Management Arrangements.

The Council's employees are not required to provide frontline firefighting capability, however, support to the TFS will be provided in mop up operations when the major fire risk has abated.

### **Floods**

The SES has responsibility for receiving flood alerts and warnings from the Bureau of Meteorology and for conveying that advice to local governments that may be affected by potential floods.

The Council is responsible to support the community during a flood emergency.

The Municipal Coordinator will be provided with advice on the potential for flood events, the possible extent of flood inundation, and the resources available from SES to assist with flood mitigation actions.

If evacuations are required, the decision to evacuate will be made by the Regional Controller in consultation with the SES and the Municipal Coordinator.

The Council operates a flood warning system for the major rivulets. Alerts from this system and the BoM will provide guidance for actions in accordance with established Flood Emergency Action Plans.

Depending upon the severity of the rainfall event and potential for flooding, the Municipal Coordinator may request the Manager Stormwater to move to wet weather operations status and if necessary activate the Emergency Operations Centre

#### **Storms**

The SES has responsibility for receiving storm warnings from the Bureau of Meteorology and conveying that advice to local governments that may be affected by severe weather storms.

Hobart is subject to very strong winds, snowstorms and thunderstorms. Gale force winds are common at any time of the year. The Municipal Coordinator will be advised of any severe weather warning that are issued by the Bureau of Meteorology that indicate an impact within the Hobart municipal area.

The SES will provide the initial response to any report of structural damage. In severe events, the Council may be requested to support the SES in responding to calls for assistance from the community. This request will be through the Municipal Coordinator.

Depending upon the severity of the storm and associated damage, the Municipal Coordinator may request the Manager Stormwater to move to wet weather operations status and if necessary activate the Emergency Operations Centre.

#### **Operations Areas**

In order to provide accurate and timely coordination of resources in an emergency the existing management structure will be used as far as practicable. Operational teams across the City Amenity Division will work together under the coordination of the Emergency Operations Centre Manager who would take advice from the Municipal Coordinator for managing the allocation of resources. Supervisors and team leaders would be assigned specific responsibilities as they became defined.

**APPENDIX 8 - Community Centres**

This list summarises a range of locations that may be useful for managing emergencies. They are included in order of priority and they will be escalated as additional need is established. The two suburban locations (Lenah Valley Community Hall and Sandown Park Pavilion) may be utilised outside of the escalation process where a localised response is required.

Row	Centre/Location Title and Contact	Facilities	Location	Usage Frequency	Could be used for:	Comments
1	Town Hall Elizabeth Street Conference Room  Contact: (a) Municipal Coordinator (b) Deputy Municipal Coordinator	Meeting space Toilets Tables and chairs Kitchen Phone lines Computer network Internet capability	Elizabeth Street, Hobart	The facility is used intermittently on a daily basis as a meeting room for Council operations	Assembly Initial evacuation centre Information	Designated as Emergency Coordination Centre
2	Youth Arc / City Hall Complex Contacts:- (a) Municipal Coordinator (b) Recovery Coordinator (c) Deputy Municipal Coordinator	Open space, office space/work stations Tables and chairs Male/female/disabled toilets Kitchen area Meeting rooms (can seat 10) Offices (Number) Phone lines Computer network, internet capability Car parking	Bounded by Collins, Campbell and Macquarie Streets and Market Place	Youth Arc is occupied daily during the week and occasionally on weekends City Hall usage is occasional.	Assembly Evacuation Recovery Information	Youth Arc is small youth assistance centre. The City Hall is a large capacity venue.
3	Lenah Valley Community Hall  Contact: Recovery Coordinator	Some office space Kitchen Open space hall Extra power, telephone and computer outlets in the hall space Male/female toilets Limited car parking	Creek Road Lenah Valley opposite primary school	The facility is used as a day care centre during the week	Assembly Evacuation Recovery Information	There is a primary school and senior citizens centre nearby. The site is adjacent to a large sportsfield and BBQ area.
4	Sandown Park Pavilion  Contact: Recovery Coordinator	Change rooms/toilets Small office Servery/kiosk Additional telephone lines installed Limited under cover capacity	Long point Road, Sandown Avenue Sandy Bay	The facility is used mainly for sporting activities, weekday training and weekends	Assembly Evacuation	The pavilion services two major sports fields and had further open space adjacent.

5	Mathers House Criterion House  Contact: Recovery Coordinator	Some office space Kitchen Extra power, telephone and computer outlets in the hall space Male/female toilets Limited car parking	Bathurst Street, Hobart	The facility is used as a community centre during the week	Assembly Evacuation Recovery Information	Within the CBD and useful for businesses within the CBD.
6	Princes Wharf No. 1  Contact: Recovery Centre Manager	Large open space, including outdoor space Commercial kitchen with commercial fridge and freezer Toilets/showers/change rooms Heating Internet/phone lines Offices and meeting rooms Solar panels/gas hot water Good vehicular access including large commercial vehicles Car parking Tables and chairs Portable grandstands CCTV Ferry access	Princes Wharf, Castray Esplanade	Usage in this facility is occasional. Operated by State Government	Assembly Evacuation Recovery Information	Wharf apron and Paddock is controlled and managed by Tas Ports Adjacent to the Institute Marine and Antarctic Studies (IMAS) site
7	Macquarie Wharf Shed 2	Large open space and some outdoor space. Toilets / showers / some offices. Limited kitchen facilities. Good vehicle access including capacity for large commercial vehicles.	Macquarie Wharf, Hunter Street	Usage of this facility is occasional and operated by TasPorts	Assembly Evacuation	Wharf apron is controlled and managed by TasPorts
8	Cenotaph and Regatta Grounds and buildings	Large open grounds and a number of rooms within the Regatta building. Toilets / showers. Limited kitchen facilities. Good vehicle access including capacity for large commercial vehicles.	Tasman Highway, Hobart.	The Cenotaph grounds are maintained by the Council.  The Regatta building has occasional use.	Assembly Evacuation	The Cenotaph grounds is suitable for campervans, tents and caravans.  The building can accommodate pets and other animals.

9	Tasmania Hockey Centre	<p>Large open grounds, carparking, fields, cooking facilities and a number of rooms including:</p> <p>Toilets / showers.</p> <p>Kitchen facilities.</p> <p>Good vehicle access including capacity for large commercial vehicles.</p> <p>First Aid Rooms</p> <p>Air conditioned rooms</p>	19 Bell Street, New Town	<p>The Hockey Centre grounds are run and maintained by Hockey Tasmania.</p> <p>The Hockey Centre is regularly utilised by sporting clubs.</p>	Assembly Evacuation	<p>The Hockey Centre grounds is suitable for evacuees and has a large amount of parking.</p> <p>Campervans, tents and caravans can be placed at the nearby soccer grounds and Cornelian Bay grounds.</p> <p>Buildings at the facility can accommodate pets and other animals.</p>
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**APPENDIX 9 - Nearby Safer Places**

The following details 'Nearby Safer Places' within the City of Hobart.

'Nearby Safer Places' are places of last resort where people can shelter at during bushfires. Sheltering at a Nearby Safer Place is not without at risk during an emergency event.

Tasmania Fire Service identifies nearby safer places and lists these in Community Bushfire Protection Plans.

Row	Nearby Safer Place	Location	Name of Community Bushfire Protection Plan	Fire Danger Rating / Index	Comments
1	John Turnbull Oval	Lenah Valley Road, Lenah Valley	Glenorchy – Lenah Valley	Catastrophic 100+	Open sports field
2	Mount Stuart Primary School	106 Gillon Crescent, Mount Stuart	Glenorchy – Lenah Valley	Catastrophic 100+	School sports field with school buildings
3	South Hobart Primary School	24-26 Weld Street, South Hobart	South Hobart	Catastrophic 100+	School sports field with school buildings
4	South Hobart Community Centre & Sports Ground	6 Washington Street, South Hobart	South Hobart	Catastrophic 100+	Soccer fields, grandstands and other related buildings
5	Wellesley Park – Soccer Club	136 Wentworth Street, South Hobart	South Hobart	Severe 50-74	Soccer fields, toilets and related buildings
6	Southern Outlet Overpass	The "Fly Over" Southern Outlet, Tolmans Hill	Mount Nelson – Tolmans Hill	Extreme 75-99	Open ground surrounded by Olinda Grove, the Southern Outlet and surrounding connecting roads
7	Mount Nelson Oval	533 Nelson Road, Mount Nelson	Mount Nelson – Tolmans Hill	Extreme 75-99	Cricket Field
8	Alexandra Battery Park	629 Sandy Bay Road, Sandy Bay	Taroona Area including Lower Sandy Bay	Catastrophic 100+	Open field

**6.6 City Infrastructure Committee - Review of Meeting Time**  
**File Ref: F20/42315; 13-1-2**

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Memorandum of the General Manager of 28 May 2020.

Delegation: Committee



City of **HOBART**

## MEMORANDUM: CITY INFRASTRUCTURE COMMITTEE

### City Infrastructure Committee - Review of Meeting Time

At the Council meeting of 10 March 2020, Aldermen Marti Zucco, Jeff Briscoe, Simon Behrakis and Councillor Will Coats tendered their resignations as standing members of the City Infrastructure Committee, which in turn created four member vacancies on this Committee.

As such, nominations were subsequently received to fill the vacancies created by the resignations, and the following Elected Members were appointed unopposed as new standing members of the City Infrastructure Committee:

- The Lord Mayor Councillor Anna Reynolds;
- The Deputy Lord Mayor Councillor Helen Burnet; and
- Councillor Jax Ewin.

Due to the new configuration of members to the City Infrastructure Committee, the Chair has requested a review of the commencement time of this Committee be undertaken.

Clause (F) of the Council policy titled *Meeting Procedures and Guidelines* states:

#### **F. MEETING TIMES**

*That no change of meeting time or day be agreed to by a committee unless all its members are present or their agreement either verbally or in writing is provided to the meeting.*

Therefore, the commencement time for ordinary meetings of the City Infrastructure Committee is submitted for consideration.

**RECOMMENDATION**

***That in accordance with clause (F) of the policy titled Meeting Procedures and Guidelines, the Committee determine the commencement time for ordinary meetings of the City Infrastructure Committee.***

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*

A handwritten signature in black ink, appearing to read 'N. D. Heath', written in a cursive style.

N D Heath  
**GENERAL MANAGER**

Date: 28 May 2020  
File Reference: F20/42315; 13-1-2

**6.7 Minutes of the Hobart Active Travel Committee**  
**File Ref: F20/61621**

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Memorandum of the Executive Manager City Place Making of 19 June 2020 and attachments.

Delegation: Committee



City of **HOBART**

## MEMORANDUM: CITY INFRASTRUCTURE COMMITTEE

### Minutes of the Hobart Active Travel Committee

This memorandum submits the following minutes and notes of the Hobart Active Travel Committee (HATC) for the information of the City Infrastructure Committee. HATC minutes are also available on the HUB.

- Meeting of 15 January 2020
- Meeting of 10 March 2020

The notes of the Special HATC meeting of 5 May 2020 (via Zoom) and the Special HATC meeting of 15 May 2020 (via Zoom), will be provided to the July City Infrastructure Committee meeting, once endorsed by the HATC.

These meetings were prompted at the request of external HATC members, seeking to explore safe and active travel responses to the opportunities and challenges raised by the COVID-19 pandemic.

### **RECOMMENDATION**

***That:***

1. ***That the following minutes and notes of the Hobart Active Travel Committee (HATC) be received and noted:***
  - **Meeting of 15 January 2020**
  - **Meeting of 10 March 2020**

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*

Philip Holliday  
**EXECUTIVE MANAGER CITY PLACE**

## MAKING

Date: 19 June 2020  
File Reference: F20/61621

Attachment A: Minutes of Meeting on 15 January 2020 ↓  
Attachment B: Minutes of Meeting on 10 March 2020 ↓

Meeting No.: 32

**HOBART ACTIVE TRAVEL COMMITTEE****NOTES**

Meeting held on Wednesday 15 January 2020 from 12.30 pm in the Elizabeth Street Conference Room, Town Hall.

**MEMBERS:**

<b>NAME</b>	<b>POSITION</b>
Councillor Holly Ewin	Chairman – Hobart City Council
Councillor Anna Reynolds	Lord Mayor, Hobart City Council
Councillor Helen Burnet	Deputy Lord Mayor, Hobart City Council
Councillor Bill Harvey	Hobart City Council
Alex Luttrell	Policy Officer, RACT
Mark Woodland	Road and Public Order Services, Tasmania Police
Luke Middleton	Project Manager Active Transport and Signage Infrastructure, Department of State Growth
Corey Peterson	Sustainability Manager, Commercial Services and Development, UTAS
Lydia Schofield	Geography and Spatial Science, UTAS
Mary McParland	Executive Officer, Cycling South – Greater Hobart Councils Regional Cycling Committee
Alison Hetherington	Public Affairs Adviser, Bicycle Network
Keith Brown	Senior Coordinator, Policy Advisor – Built Environment, Heart Foundation
Marc Hand	Community Representative
Roger Vreugdenhil	Community Representative
Tom Clemens	Community Representative
Paul Kennedy	Community Representative
Christian Bell	Tasmanian Conservation Trust Pedestrian and Public Transport Users Group

**CITY OF HOBART OFFICERS:**

<b>NAME</b>	<b>POSITION</b>
Neil Noye	Director City Planning
Philip Holliday	Executive Manager City Place Making
Lee Farnhill	Manager Parks and Recreation
Owen Gervasoni	Acting Manager Traffic Engineering
Stuart Baird	Senior Transport Engineer
Sarah Bendeich	Senior Advisor - City Placemaking



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**AGENDA ITEMS****1. Welcome**

The Committee welcomed new members Keith Brown, Paul Kennedy and Christian Bell. It noted that Helen Pryor will be a proxy for Christian Bell as required.

**2. Apologies**

NAME	POSITION
Councillor Holly Ewin	Chairman – Hobart City Council
Councillor Bill Harvey	Hobart City Council
Alex Luttrell	Policy Officer, RACT
Lydia Schofield	Geography and Spatial Science, UTAS
Mary McParland	Executive Officer, Cycling South – Greater Hobart Councils Regional Cycling Committee
Mark Woodland	Road and Public Order Services, Tasmania Police
Lee Farnhill	Manager Parks and Recreation

**3. Confirmation of notes from meeting held 29 October 2019**

Confirmed.

**4. Changes to Terms of Reference and community representation – ‘people who walk’. Council resolution of 16/12/2019. (Attached)**

Noted.

**5. Heart Foundation representative**

Keith advised that Graham Lynch would be his proxy for the Committee.

**6. Committee meeting times and dates for 2020**

The Committee decided to keep the 2020 meeting schedule bimonthly at lunchtime on the second Tuesday of the month.

10 March

12 May

14 July

8 September

10 November

There was feedback for the format of the Agenda to focus on upcoming projects and to deliver concise updates via notes or attachments. (See Item 9.)

A request was also made for a specific riding/walking meetings to explore project sites.

**7. Current City of Hobart Cycling Projects:**

Campbell Street (Liverpool Street to Collins Street) - Trial

Campbell, Argyle, Liverpool and Bathurst Streets – Council decision

Council resolved to begin public engagement for the bicycle facilities described in the Agenda. (Link to Agenda [here](#).)

Officers invited representatives to form a sub-committee to focus on this project.

**ACTION:** Council Officers meet with Alison Hetherington and Mary McParland.

Collins Street

Not much progress due to Council aiming to keep inner-city disturbance limited.

Elizabeth Street Retail Precinct –update

An updated was provided to the Committee with concept designs presented. Committee representatives were keen to explore ways to promote pedestrian safety when crossing mid-block between designated crossing points.

Huon Road - Council decision

Link to Agenda [here](#).

New bridges/bridge connections.

The contractor noticed an issue with the bridge deck surface coating which will be addressed early next month.

City to Gardens Way.

There have been connection upgrades to the Memorial Bridge.

Davey Street - Zero Davey – Site Audit by the HATC during safety treatment trial.

Council resolution of 2/12/2019 (Link to Minute [here](#). Item 13).

Officers gathered feedback. A site audit to be conducted after completion.

#### 8. Central Hobart Precinct Plan – Update

Background paper due post February 2020. Feedback will be then sought and HATC will be a key input group.

That feedback will be used to form a discussion paper with an aim to have a draft Precinct Plan ready by the end of 2020.

More info - <https://www.hobartcity.com.au/Projects/Current-projects/Central-Hobart-Precincts-Plan>

North Hobart Place Vision, Access and Parking Plan:  
<https://yoursay.hobartcity.com.au/north-hobart-precinct>

#### 9. Revised/updated Action Tracker. (Attached)

It was noted that the Action Tracker had become dated. Moving forward, the agenda to include 'Items arising from the previous meeting' to address 'actions' unless they can be foreseen to be longer term 'actions'.

**ACTION:** Philip Holliday & Neil Noye to review at Action Tracker and take on board feedback for future Committee Agenda formats.

#### 10. Program by local councils in the UK training adults to ride safely and confidently on roads – for more information see: [www.pedalready.co.uk](http://www.pedalready.co.uk)

Website provided examples of South Yorkshire council initiated bike courses including using an e-bike.

Bicycle Network and UTas Student Services both currently offer similar programs.

**11. Cycling and Walking Australia and New Zealand (CWANZ) membership**

The Deputy Lord Mayor will report at the next meeting.

**12. Dr Rodney Tolley - Conference Director, Walk21 and Honorary Research Fellow, Staffordshire University – possible visit to Hobart**

Keith tabled a document written by Dr Tolley, and commissioned by Heart Foundation South Australia called '*Good for Busine\$\$, The benefits of making streets more walking and cycling friendly*' PDF available here:

<https://www.heartfoundation.org.au/images/uploads/publications/Good-for-business.pdf>

The Heart Foundation were interested in supporting an upcoming visit, if other parties assisted.

**13. Feedback on bike parking provisions at Hobart major events**

Bike parking provision (a non-valet service) at the Taste of Tasmania was well received. The bike parking provision at Blundstone arena during events such as Big Bash Cricket were also noted.

**14. Committee consideration of 'Pedestrian Action' – paper submitted by Mr Kevin Wilson (attached). Council resolution of 16/12/2019**

Committee noted that City was already working on many of the suggested actions listed, but some areas, such as reduced 'Keep to Left' pedestrian behaviours, could receive some attention.

**ACTION:** Officers to report how the City's current work is supporting the action points noted in the paper.

**15. Other business**

None.

**16. Meeting closure – 2.10pm**

Meeting No: 33

**HOBART ACTIVE TRAVEL COMMITTEE**

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**MINUTES**

Meeting was held on Tuesday 10 March 2020 from 12.30 pm in the Elizabeth Street Conference Room, Town Hall.

**MEMBERS:**

<b>NAME</b>	<b>POSITION</b>
Councillor Anna Reynolds	Lord Mayor, Hobart City Council
Councillor Helen Burnet	Deputy Lord Mayor, Hobart City Council
Councillor Bill Harvey	Hobart City Council
Councillor Holly Ewin	Hobart City Council
Alex Luttrell	Policy Officer, RACT
Mark Woodland	Road and Public Order Services, Tasmania Police
Luke Middleton	Project Manager Active Transport and Signage Infrastructure, Department of State Growth
Corey Peterson	Sustainability Manager, Commercial Services and Development, UTAS
Lydia Schofield	Geography and Spatial Science, UTAS
Mary McParland	Executive Officer, Cycling South – Greater Hobart Councils Regional Cycling Committee
Alison Hetherington	Public Affairs Adviser, Bicycle Network
Keith Brown (Proxy: Dr. Kate White)	Senior Coordinator, Policy Advisor – Built Environment, Heart Foundation
Marc Hand	Community Representative
Roger Vreugdenhil	Community Representative
Tom Clemens	Community Representative
Paul Kennedy	Community Representative
Christian Bell	Tasmanian Conservation Trust Pedestrian and Public Transport Users Group

**CITY OF HOBART OFFICERS:**

<b>NAME</b>	<b>POSITION</b>
Neil Noye	Director City Planning
Philip Holliday	Executive Manager City Place Making
Lee Farnhill	Manager Parks and Recreation
Owen Gervasoni	Senior Engineer - Roads and Traffic
Stuart Baird	Senior Transport Engineer

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**AGENDA ITEMS****1. Welcome****2. Apologies** Councillor Anna Reynolds, Councillor Holly Ewin, Keith Brown, Roger Vreugdenhil, Corey Peterson**3. Confirmation of Previous Notes from meeting held 15 January 2020**

Confirmed unanimously.

**4. Resignation of the Chairman**

It was noted that Cr Ewin had handed their resignation from the Chair to the General Manager. A new Chair will be appointed by Council in the coming weeks.

**5. Current City of Hobart Cycling Projects**

- Campbell Street (Liverpool Street to Collins Street) – Trial  
Trial is up and running however cannot be fully tested until the hospital opens and the crane removed from the Hedberg building site. Feedback provided by cyclists using new shared lane that wish to continue straight ahead at the Campbell/Collins intersection.

- Campbell, Argyle, Liverpool and Bathurst Streets  
Currently engaging adjacent business owners as per Council resolution from December 2019.

**ACTION:** Nominations called for a sub-committee to walk around site and meet for feedback.

- Collins Street  
The signalisation of the Molle Street and Collins Street intersection is to be jointly financed by the City of Hobart and State Government. Council is waiting to see how much funding will be allocated by the State Government as part of the Black Spot program for 2020/21. The priority stage will be the installation of traffic signals for pedestrians/cyclists and the southern end of the intersection. At this stage, looking at a post-Christmas holidays construction start.
- Elizabeth Street Retail Precinct  
Engagement to date has focused on business/property owners. A report will go to Council in the mid-2020. Wider engagement will commence after with a build date estimated July 2021.
- Huon Road  
Almost ready to go to tender. Waiting for Federal recognition of allocated funding. Discussions to take place with contractors about the ability to work throughout winter.
- New bridges/bridge connections  
New base coat of surface has been applied and ready for testing. Next layer will be applied this week and will take a few weeks to set before opening. Aberdeen St crossing is open.
- City to Gardens Way  
The pathway around DKHAC has been completed.
- Davey Street – Zero Davey – Site Audit by the HATC during safety treatment trial. Council resolution of 2/12/2019

**6. Central Hobart Precinct Plan**

After the recent release of the Baseline Report and the Economic, Demographic and Employment Study, the first stage of community consultation has been scheduled for Thursday 26 March and Saturday 28 March with a special briefing for Elected Members to be held on Monday 16 March.

Feedback can also be provided via the YourSay webpage:

<https://yoursay.hobartcity.com.au/central-hobart-precincts-plan>

Both the Baseline Report and the Economic, Demographic and Employment Study are available to download from the YourSay webpage.

Delivery of the Central Hobart Precinct Plan scheduled by the end of the year.

**7. Cycling and walking Australia and New Zealand (CWANZ) membership**

Deputy reported that membership can only be taken by a Council Officer, not an Elected Member. Referred to Neil Noye to nominate City Mobility Officer once they commence.

**8. Healthy Streets – Lydia Schofield**

Presentation slides and notes available for download here:

[http://hobartcity.com.au/Lydia\\_Schofield\\_Presentation\\_Files](http://hobartcity.com.au/Lydia_Schofield_Presentation_Files)

**9. Dr Rodney Tolley – Update**

The Heart Foundation was not in a position to provide financial support to fund the proposed visit but was keen to partner with other organisations to assist with a future visiting speaker.

**10. 2020 Smart Urban Futures National Conference (Victoria Walks:**

<http://www.victoriawalks.org.au/SUF20/>)

**11. Action Tracker** –Revised as shown in track changes (showing items closed out and further information required) and to be tabled at the next meeting.**12. ‘Pedestrian Action’ – paper submitted by Mr. Kevin Wilson**

Officers to report back to the next meeting.

**13. Other Business**10<sup>th</sup> Anniversary of Gehl Report

November 2020 will be the 10<sup>th</sup> anniversary of the Gehl Report being released. The suggestion was made that the milestone could be used to celebrate the achievements made through the Inner City Action Plan 2011.

Super Tuesday – Bicycle Network

The Bicycle Network conducted their ‘Super Tuesday’ data collection at 56 sites across the city. A report on the data should be available in May.

**14. Date of Next Meeting** Tuesday 12 May 2020 12.30pm**15. Meeting Closed** – 2.05pm

**HOBART ACTIVE TRAVEL COMMITTEE - Attachment - Action Tracker** (VERS: 10/03/2020 .2020)

Item	Action	Responsibility	Date Matter Raised/ Actioned and Comments
1	Lower Jordan Hill Road – bike rider signage due to safety concerns.	Acting Manager Traffic Engineering (AMTE)	20/12/2017 This matter, and specifically the use of possible warning signage, has been raised with the Acting Manager Traffic Engineering.  <b>HATC Meeting Comment/Action 10/3/2020: Further update will be provided to the next meeting.</b>
6	Angela to speak to Matthew Tyrrell (Group Manager Parking Operations) in relation to introducing bike lockers to the Bathurst Street car park.	AMTE	<b>Matter raised 17/10/18</b>  <b>HATC Meeting Comment/Action 10/3/2020: A further update will be provided to the next meeting.</b>
7	Library bike parking – bike parking and seating are on the Library's property so therefore the City of Hobart is not able to improve the current bike parking area. Angela is looking into a product that would turn one car parking space near the library into bike parking (example can be found here: <a href="https://www.cyclehoop.com/product/racks/car-bike-port/">https://www.cyclehoop.com/product/racks/car-bike-port/</a> )	AMTE	<b>Matter raised 17/10/18</b> <b>HATC Meeting Comment/Action 10/3/2020:</b>  The City is in receipt of federal funding via Andrew Wilkie for the purchase of these portable bicycle parking units, and will be arranging the purchase and deployment of these units in 2020.  <b>A further update will be provided to the next meeting.</b>

COMPLETED/NO FURTHER ACTION – UPDATED AT MEETING OF 10/03/2020			
Item	Action	Responsibility	Date Matter Raised/ Actioned and Comments
2	Relates to Item 1. Lower Jordan Hill Road – Angela to send an email to Anne Edge at Tas Police to see what can be done from a policing point of view.	AMTE	20/12/2017 <b>No further action.</b>
3	Analysis/feedback of the bike rider education that was undertaken as part of the rivulet track upgrade would be beneficial. Outcomes from this could then be used for an education component for the Mountain Bike Plan. Rob to coordinate data. Emma has students that can help with this. Rob and Emma to discuss.	Manager Bushland	20/12/2017 The data from the rivulet upgrade has been incorporated into the extensive consultation undertaken for the Foothills Mountain Bike Project and has been included in the development of the Foothills Mountain Bike Strategy. This identifies recreational opportunities and nested loop options for riders and also identifies key access and visitor nodes where further educational content can be developed to improved rider awareness and experiences. <b>No further action</b>
4	Bike parking at the Taste of Tasmania – Bike Network will not be able to supply their services for the entirety of the event for the funding being offered. They would also prefer a move obvious, central location. Alderman Harvey will take this up with Taste management – let Alderman Harvey know if you come up with any solutions for this.	Councillor Harvey	Taste management has indicated that: <i>“The Taste does not have the budget / funding in 2019 to provide a bike valet service due to the staff costs for the provision of this service in previous years by Bike Network. Bike parking is still available however this year on site in the same central location on Morrison street as per several previous years. Fencing will be provided to patrons so they can lock their bikes against the fence.</i> <i>Earlier this year The Taste called on not-for-profit organisations to send in an Expressions of Interest for the 2019 Taste of Tasmania In-kind Charity Partnership funding. The Taste received 2 EOIs from the Cancer Council Tasmania and Loaves and Fishes. Loaves and Fishes were the successful charity to receive an in-kind partnership to operate on site.”</i> <b>No further action.</b>
5	The <a href="#">Hobart Bike Kitchen</a> are losing their tenancy in Salamanca at the end of this year, perhaps permanently and Bernd has requested to let him know by the end of this month of any sites that may be suitable. A	Corey P	15/08/2018 Corey has advised that the parties were put in contact with each other. <b>No further action.</b>



COMPLETED/NO FURTHER ACTION – UPDATED AT MEETING OF 10/03/2020			
Item	Action	Responsibility	Date Matter Raised/ Actioned and Comments
	suggestion was made that Macquarie Point could be a good location, Bernd will make contact with the <a href="#">Macquarie Point Development Corporation</a> . Macquarie Point Corporation keen to have Hobart Bike Kitchen located on their site. Corey to liaise with Matt from the Bike Kitchen to get this up and running.		
8	Alderman Cocker to draft a letter to the UTAS Vice-Chancellor to express the Committee's feelings about the lack of/removal of bike parking within UTas developments.	Philip H	17/10/2018 This matter will be raised with the UTas Southern Campus Transformation Team, as part of regular meetings between CoH and UTas. <b>No further action.</b>
9	Bicycle Film Festival – funding request Mona to be approached by Bicycle Network	Alison H	11/6/2019 Consideration by Bicycle Network Tasmania of an opportunity to seek funding in 2020.

## **7. COMMITTEE ACTION STATUS REPORT**

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### **7.1 Committee Actions - Status Report**

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A report indicating the status of current decisions is attached for the information of Elected Members.

#### ***RECOMMENDATION***

***That the information be received and noted.***

Delegation: Committee

Attachment A: Committee Status Action Report

<p style="text-align: center;"><b>CITY INFRASTRUCTURE COMMITTEE – STATUS REPORT</b>  <b>OPEN PORTION OF THE MEETING</b>  <b>November 2014 to May 2020</b></p>				
Ref	Title	Report / Action	Action Officer	Comments
1	<p><b>221A LENA VALLEY ROAD, 2-16 CREEK ROAD, LENA VALLEY – SUBDIVISION (86 RESIDENTIAL LOTS, 8 ROAD LOTS, 7 PUBLIC OPEN SPACE LOTS) – PLN-14-00584-01</b></p> <p>Council 22/9/2014, item 9.2</p>	<p>That the Council undertake an urgent review of the Lenah Valley Traffic Management Plan with particular reference to the management of traffic in Augusta, Creek, Alwyn and Chaucer Roads and Monash Ave.</p>	<p>Director City Planning</p>	<p>The draft Transport Strategy addressed this matter and was presented to 9 July 2018 Council meeting.</p> <p>The Draft Transport Strategy was subject to community engagement in July/August 2018 and a report detailing the results of the community engagement was presented to 8 October 2018 Council meeting.</p> <p>At this meeting the Council adopted the 9 themes and position statements in the draft strategy.</p> <p>The Council also resolved that the actions contained in the draft strategy be reviewed in light of the feedback received and a further report be provided.</p> <p>A report is now scheduled to be provided in early 2020.</p>
2	<p><b>IMPROVEMENTS TO PEDESTRIAN CROSSINGS</b></p> <p>Council 13/4/2015, item 10</p>	<p>A report be prepared looking at other opportunities for improvements to pedestrian crossings on key pedestrian routes in the City, including consideration of zebra crossings.</p>	<p>Director City Planning</p>	<p>Consideration has been given to pedestrian crossings in the Local Retail Precincts Plan, the Salamanca upgrade and in the development of the Transport Strategy.</p>

Ref	Title	Report / Action	Action Officer	Comments
				<p>The draft Transport Strategy addressed this matter and was presented to 9 July 2018 Council meeting.</p> <p>A key action of the strategy is the development of a walking (pedestrian) plan for the City of Hobart.</p> <p>The Draft Transport Strategy was subject to community engagement in July/August 2018 and a report detailing the results of the community engagement was presented to 8 October 2018 Council meeting.</p> <p>At this meeting the Council adopted the 9 themes and position statements in the draft strategy.</p> <p>The Council also resolved that the actions contained in the draft strategy be reviewed in light of the feedback received and a further report be provided.</p> <p>A report is now scheduled to be provided in early 2020.</p>

Ref	Title	Report / Action	Action Officer	Comments
3	<b>SANDY BAY RETAIL PRECINCT – STREETSCAPE REVITALISATION</b> Council 7/9/2015, item 10 Open CIC 26/2/2020, Item 6.5	The speed limit on Sandy Bay Road between Osborne Street and Ashfield Street, Sandy Bay, be reviewed following completion of the works and the Lord Mayor be requested to write to the Minister for State Growth regarding any planned speed limit changes for the main retail precinct on Sandy Bay Road. 1.	Director City Planning	1. That the item be deferred to enable Council Officers to seek further information from the State Government in relation to a possible policy decision in regards to speed limits.
4	<b>ICAP – HOBART CENTRAL BUS INTERCHANGE PLANNING PROJECT – ELIZABETH STREET BUS MALL IMPROVEMENT PROJECT – DISCUSSIONS WITH METRO TASMANIA AND ONE-WAY BUS MALL</b> Council 12/10/2015, item 12	1. A further report be provided on the issues and design implications of pursuing an alternative option for the Elizabeth Street Bus Mall Improvement Project. 2. The Council give in principle support to the further development of a one-way Elizabeth Street Bus Mall, with	Director City Planning	The State Government Transport Vision includes investigation and review of current public transport operations in the City. Improvements works to the GPO (eastern) side of the Elizabeth Street Bus Mall are complete. Detail planning and approvals are being finalised for improvements to the other

Ref	Title	Report / Action	Action Officer	Comments
	<p><b>ICAP – HOBART CENTRAL BUS INTERCHANGE PLANNING PROJECT – ELIZABETH STREET BUS MALL IMPROVEMENT PROJECT – ALTERNATIVE OPTION TO CURRENT ARRANGEMENT</b> Council 21/12/2015, item 16</p> <p><b>HOBART CENTRAL BUS INTERCHANGE PLANNING PROJECT - ELIZABETH STREET BUS MALL IMPROVEMENT PROJECT</b> Council 9/4/2018, item 13</p> <p><b>ELIZABETH STREET BUS INTERCHANGE SHELTER UPGRADE</b> Council 3/12/2018, item 14</p>	<p>displaced bus stops relocated to Collins Street (Option 3).</p> <p>3. The General Manager be authorised to undertake community engagement for Option 3 once the substantial concerns of Metro Tasmania and the Department of State Growth have been appropriately addressed, with the results of the engagement to be the subject of a further report prior to any final decision on the improvement project.</p> <p>4. A detailed design, cost estimate with identified funding sources be developed for the relocation of the Campbell Street bus stop (opposite City Hall) into Macquarie Street, which would be the subject of a future report.</p> <p>5. A further report be provided on the implications, operation, cost and funding possibilities for an intrastate bus departure facility incorporating the underutilised area within the Franklin Square amenities building.</p> <p>6. That the Council and State Government undertake discussions at the conclusion of the hotel construction in relation to the permanent configuration of the bus mall.</p> <p>7. That the upgrading of the bus passenger waiting facilities on the</p>		(western) side of the Elizabeth Street Bus Mall.

Ref	Title	Report / Action	Action Officer	Comments
		GPO side of the Elizabeth Street Bus Mall as detailed in the concept plans marked as Attachment F to item 6.5 of the Open City Infrastructure Committee agenda of 21 November 2018 be approved for construction, subject to the necessary statutory approvals being obtained.		
5	<b>PEDESTRIAN ACCESS AND SAFETY ON HOBART STREETS</b> Council 12/10/2015, item 14	<ol style="list-style-type: none"> <li>Following the development and implementation of a suitable engagement strategy, the current Highways By-law (3 of 2008) be enforced with particular emphasis on the Elizabeth Mall, Wellington Court and Salamanca Square (including Woobys Lane and Kennedy Lane).</li> <li>The General Manager be authorised to modify the management of commercial furniture and infrastructure on public footpaths towards a best practice model approach, where such furniture and signage is only permitted if it does not interfere with the safe and equitable movement of pedestrians along that public footpath.</li> <li>A further report be prepared that identifies how the Council may achieve a clear building line with minimum footpath widths in the future, in order to best satisfy the provision of</li> </ol>	Director City Planning	<p>Work to implement the Council's resolution with regard to the reconstructed sections of Liverpool Street, Morrison Street, Salamanca Place and Sandy Bay shopping centre is complete. Planning is underway for implementing the other elements.</p> <p>A further report addressing clause 3 will be presented to an upcoming Committee meeting.</p>

Ref	Title	Report / Action	Action Officer	Comments
		<p>an accessible path as required by the Disability Discrimination Act 1992.</p> <p>4. During the review and renewal of the current Highways By-law, appropriate amendments be made to ensure that signboards are prohibited from being placed immediately adjacent to buildings.</p> <p>5. As part of the review of signage, alternative options to sandwich boards, such as sign posts be investigated.</p> <p>6. Officer hold discussions with relevant stakeholders in relation to the hazards potentially created through application of the Disability Discrimination Act 1992 with regard to the setbacks required from building frontages.</p>		
6	<p><b>CYCLING LINK – MARIEVILLE ESPLANADE</b></p> <p>CIC 9/12/2015, item 14</p>	The options for a cycling link on Marieville Esplanade be reviewed when the future of the Battery Point foreshore walk is determined.	Director City Planning	<p>The options will be reviewed when the future of the Battery Point foreshore walk is determined.</p> <p>A first stage of improvement (funded through a Federal Government grant) is currently in planning.</p>
7	<p><b>ESTABLISHMENT OF AN ADVISORY COMMITTEE FOR THE IMPLEMENTATION OF A SULLIVANS COVE</b></p>	1. A Waterfront Precinct Plan be developed as part of the Hobart Transport Strategy and an Advisory Committee be established to assist in the development of the plan.	Director City Planning	<p>The draft Transport Strategy addressed this matter and was presented to 9 July 2018 Council meeting.</p> <p>The Draft Transport Strategy was subject to community engagement in July/August</p>



Ref	Title	Report / Action	Action Officer	Comments
	<b>WATERFRONT PRECINCT PLAN</b> Council 6/6/2016, item 13	2. The Sullivans Cove Tripartite Steering Committee and the Waterfront Business Community to consider increasing their membership in order to increase communication.		<p>2018 and a report detailing the results of the community engagement was presented to 8 October 2018 Council meeting.</p> <p>At this meeting the Council adopted the 9 themes and position statements in the draft strategy.</p> <p>The Council also resolved that the actions contained in the draft strategy be reviewed in light of the feedback received and a further report be provided.</p> <p>A report is now scheduled to be provided in early 2020.</p> <p>The Sullivans Cove Tripartite Steering Committee invited representatives of the Waterfront Business Community to attend future meetings.</p>
8	<b>CITY OF HOBART TRANSPORT STRATEGY – ENGAGEMENT REPORT</b> Council 8/8/2016, item 14 Council 8/10/2018, item 14	1. The report of the Manager Traffic Engineering and the Director City Infrastructure titled <i>Draft Transport Strategy - Engagement Report</i> marked as item 6.1 of the Open City Infrastructure Committee agenda of 19 September 2018 be received and noted.  2. The Council adopt the 9 themes and position statements in the draft strategy.  3. The actions contained in the draft strategy be reviewed in light of the	Director City Planning	<p>At this meeting the Council adopted the 9 themes and position statements in the draft strategy.</p> <p>The Council also resolved that the actions contained in the draft strategy be reviewed in light of the feedback received and a further report be provided.</p> <p>A report is now scheduled to be provided in early 2020.</p>

Ref	Title	Report / Action	Action Officer	Comments
		feedback received and a further report be provided.		
9	<b>AP14 SALAMANCA PEDESTRIAN WORKS – UPDATED CONCEPT DESIGN</b> Council 10/10/2016, item 11 Council 9/4/2018, item 11 Council 9/7/2018, item 15	<ol style="list-style-type: none"> <li>Subject to detailed design and planning approval, the next stage of the Salamanca Pedestrian Works, generally as shown on the figure 'Concept Plan – Final (7/6/2018)' in Attachment C and the figure 'Concept Plan – Materials (7/6/2018)' in Attachment D to item 6.3 of the Open City Infrastructure Committee agenda of 20 June 2018, be constructed at an estimated cost of \$3.5M, with \$1M to be allocated in the 2018 / 2019 Capital Works Program and the remaining \$2.5M funded over the 2019 / 2020 and 2020 / 2021 financial years.</li> <li>The General Manager ensure that Aldermen are updated on any significant changes to the concept design that may occur through the detailed design and construction process.</li> </ol>	Director City Planning	Stage 2A of the works are complete. Construction on the 2020 component (Stage 2B) has commenced. These works have been accelerated to take advantage of reduced traffic movements within the precinct.
10	<b>ICAP AP14 - SALAMANCA PLACE BETWEEN KENNEDY LANE AND WOOBYS LANE - FOOTPATH REVIEW</b> Council 3/4/2017, item 26	<ol style="list-style-type: none"> <li>Consideration of the future management of the section of the Salamanca Place southern footpath between Kennedy Lane and Woobys Lane, occur once the 'Stage 1' footpath widening works have been</li> </ol>	Director City Planning	<ol style="list-style-type: none"> <li>The consultation necessary to report to the Committee has been held back so as not to complicate the consultation occurring for the wider Salamanca Pedestrian works that occurred in 2018.  It is expected that consultation will occur</li> </ol>

Ref	Title	Report / Action	Action Officer	Comments
		<p>completed and in operation for a minimum of six months.</p> <p>2. The General Manager develop and implement a suitable guide for the style and placement of outdoor dining barriers and umbrellas to be utilised on Salamanca Place and Hunter Street.</p> <p>3. A concept design addressing the pedestrian issue occurring on the northern side of Salamanca Place during periods when the footpaths on Castray Esplanade are inaccessible due to special events be developed and included for consideration in future budget preparations.</p>		<p>in 2020 with reporting to Committee to follow.</p> <p>2. A Style Guide for outdoor dining barriers and umbrellas is being developed. Funding currently being sought.</p> <p>3. The provision of a footpath using temporary materials has been undertaken successfully during the Taste and Dark Mofo events. A detailed design will now be prepared.</p>
11	<p><b>NOM - PARKLET POLICY</b></p> <p>Council 24/10/2016, item 10</p> <p>Council 5/6/2007, item 13</p> <p>Committee 21/6/2017, item 6.4</p>	<p>That the matter be deferred to a subsequent City Infrastructure Committee meeting to enable further public consultation.</p>	<p>Director City Planning</p>	<p>A report addressing this matter is being finalised and will be presented to an upcoming Committee meeting.</p> <p>This will be informed by the current work of the City of Hobart to support business operators as they move along the Roadmap for a COVID-safe Tasmania, including complying with the physical distancing requirements and occupation limits.</p> <p>This has included allowing operators can apply to amend their existing permits or apply for a new permit to occupy a public space within the Hobart municipal area,</p>

Ref	Title	Report / Action	Action Officer	Comments
				where possible, to give them more space to trade.
12	<b>GREENHOUSE GAS EMISSIONS AND ENERGY USE - 2017-2018 ANNUAL REPORT</b>  Committee 26/10/2016, item 6.5 Council 2/10/2017, item 17 Committee 19/9/2018, item 6.2	1. A further report be provided in 12 months on the City's corporate greenhouse gas emissions and energy use.  2. Opportunities for positive media about the City's achievements in regard to greenhouse gas emissions and energy use be sought.	Director City Innovation	Officers propose to postpone the presentation of the Greenhouse Gas Emissions and Energy Use report until early in 2020, since there are actions associated with it that will be affected by whether the Climate Change Framework and Action Plan is accepted by the City Planning Committee and Council in December 2019.  Officers would prefer the opportunity to reassess the actions in this report depending on that outcome.  There are also actions in the recently published Smart Cities Action Plan related to reporting energy use via a city dashboard, and officers would like to consider the format of future versions of this annual reporting and include reference to that in the report to committee.  Media opportunities will also be sought.
13	<b>SANDY BAY ROAD WALKING AND CYCLING PROJECT - REQUEST TO MODIFY DESIGN TO REMOVE PEDESTRIAN CROSSING</b>  Council 3/4/2017, item 29 Committee 21/11/2018, item 6.4	That the matter be deferred to a subsequent City Infrastructure Committee meeting for the purpose of attaining costings for the survey to be undertaken of the local community in relation to the installation of a pedestrian facility.	Director City Planning	Officers are progressing the matter.

Ref	Title	Report / Action	Action Officer	Comments
14	<p><b>HILL STREET PEDESTRIAN IMPROVEMENT PROJECT</b> Council 2/10/2017, item 20</p> <p><b>HILL STREET - ASSESSMENT OF WOMBAT CROSSING TRIAL</b> Open Council 10/3/2020, item 17</p>	<ol style="list-style-type: none"> <li>1. The 'wombat' pedestrian crossing installed on Hill Street immediately north of the Pine Street intersection be retained as a permanent treatment.</li> <li>2. The provision of additional 'wombat' pedestrian crossings on Hill Street at the Warwick Street and Patrick Street intersections be considered for funding in future years.</li> <li>3. That a proposal to implement a 'wombat' pedestrian crossing at the existing 'zebra' pedestrian crossing on Creek Road near the Wellwood Street intersection not be proceeded with at this time.</li> </ol>	Director City Planning	Complete
15	<p><b>INSTALLATION OF FORMAL PEDESTRIAN-PRIORITY CROSSINGS</b> Council 5/6/2017, item 11</p>	The Council requests a report to identify the city-wide opportunities for the installation of formal pedestrian-priority crossings, to improve both the safety and walkability' of our streets, drawing the most recent Austroads Best Practice Guides for pedestrian infrastructure, Australian Road Research Board research and advice from pedestrian organisations.	Director City Planning	The matter will be addressed in the City's Transport Strategy Complete.
16	<p><b>COLLINS COURT REDEVELOPMENT - STAGE TWO</b> Council 3/7/2017, item 17</p>	<ol style="list-style-type: none"> <li>1. The Council endorse the design shown on Attachment A to item 6.1 of the Open City Infrastructure Committee agenda of the 21 June</li> </ol>	Director City Planning	The final design for Stage 2 of Collins Court will be submitted to the Council for consideration in the July 2020 round of meetings.

Ref	Title	Report / Action	Action Officer	Comments
		<p>2017 for the purpose of stakeholder and wider public engagement.</p> <p>2. The outcomes of the stakeholder and wider public engagement in 1 above be the subject of a further report to the Council.</p>		
17	<b>CITY TO COVE CONNECTIONS</b> Council 3/7/2017, item 18	<p>1. That widening the footpaths in Elizabeth Street, from Collins Street, to Franklin Wharf be considered as an integral component of the Elizabeth Street Bus Mall Improvement project.</p> <p>2. That community engagement be conducted on the proposed Brooke Street to Franklin Square link.</p> <p>3. The outcomes of the community consultation in 2 above be the subject of a further report to the Council.</p>	Director City Planning	<p>This project needs to be considered in light of the recent State Government announcement concerning the major upgrade of the bus mall and the Council's recent resolution concerning the consideration of a master plan for the blocks bordered by Murray, Macquarie, Campbell and Davey Streets.</p> <p>City officers and the State Government have met to discuss its planning of its vision for the Elizabeth Street Transit Centre.</p> <p>The State Government has appointed a consultant to investigate the feasibility of an underground Elizabeth Street Transit Centre.</p> <p>City officers have met with the consultant and provided a range of information to assist with their report.</p>
18	<b>PETITION - SANDY BAY SHOPPING PRECINCT FOOTPATHS - OPPOSING CHANGE TO OUTDOOR</b>	<p>1. The General Manager proceed with the implementation of the Council resolution of 12 October 2015, by progressing the relocation of</p>	Director City Planning	<p>1. Complete – change occurred from 1 November 2017.</p> <p>2. Officers are progressing the matter.</p>

Ref	Title	Report / Action	Action Officer	Comments
	<b>DINING AREAS AND BUS STOP LOCATIONS</b> Council 7/8/2017, item 10 Council 4/9/2017, item 14	occupation licence areas and signboards away from the building line in the Sandy Bay Shopping Precinct.  2. The Council develop a new formal policy, building on the Council resolution of 12 October 2015, which provides guidance on the placement of outdoor dining in Hobart streets, taking into consideration the width of footpaths and traffic speed suitable for outdoor dining.  (i) Further options such as parklets, be explored for outdoor dining in narrow footpath areas.		2(i) A report addressing this matter will be provided in 2020.
19	<b>PETITION - UPGRADE OF THE SCHOOL CROSSING IN FORSTER STREET, NEW TOWN</b> Council 21/8/2017, item 6 Council 18/12/2017, item 6.2	1. The following recommendations to further improve the safety of the children's crossing in Forster Street at New Town Primary School be endorsed:  (a) The Department of State Growth be requested to ensure that the renewal of the line marking in Forster Street, New Town be prioritised to be completed prior to the commencement of the 2018 school year;  (b) Work with the Department of State Growth to review and revise the operating times of the variable 40 km/h school zone signage to ensure that it is	Director City Planning	1(a) Complete 1(b)(c) Officers are progressing the other matters in liaison with the Department of State Growth.  2. Offer extended to New Town Primary School by Bicycle Network to participate in an Active Routes to School workshop.  3. Complete.

Ref	Title	Report / Action	Action Officer	Comments
		<p>consistent with the start and finish times of the school; and</p> <p>(c) Continue to work with the Department of State Growth's Road Safety Branch to improve the conspicuousness of the children's crossing through either improved signage or the trialling the use of flashing lights as an alternative to the flags.</p> <p>2. An offer be made to New Town Primary School giving them the option of participating in an Active Routes to School workshop.</p> <p>3. The organiser of the petition be advised of the Council's decision.</p>		
20	<b>NEW TOWN RETAIL PRECINCT - PROPOSED STREETSCAPE CONCEPT</b> Council 18/12/2017, item 6.1 Council 4/6/2018, item 11	<p>1. The streetscape upgrade be implemented, based on the concept design proposal, with detailed design to be undertaken in 2018 and construction to commence in early 2019.</p> <p>2. In the event the consultation process results in an increase in costs, the details be advised to the Council.</p>	Director City Planning	<p>Construction on Stage 1 of the New Town Retail Precinct is complete.</p> <p>Road surface overlay works are complete.</p> <p>The trialled changed traffic arrangements at the Roope Street and New Town Road intersection will be concluded shortly.</p>
21	<b>PETITION - PEDESTRIAN (ZEBRA) CROSSING ON CREEK ROAD, LENA</b>	<p>1. The following recommendations to further improve the safety of the pedestrian (zebra crossing) on Creek Road, Lenah Valley be endorsed:</p>	Director City Planning	<p>The Council resolved 10 March 2020 That a proposal to implement a 'wombat' pedestrian crossing at the existing 'zebra' pedestrian crossing on Creek Road near</p>



Ref	Title	Report / Action	Action Officer	Comments
	<b>VALLEY</b> Council 7/5/2018, item 11	<p>(a) Investigate and if feasible, list for consideration in the Capital Works Program the provision of a "continuous footpath" across the Wellwood Street intersection at Creek Road to improve pedestrian access to Lenah Valley Primary School;</p> <p>(b) Officers continue to progress the City of Hobart Active Travel Report and Active Routes to School programs in the greater Hobart area (as per the Council resolution of 2 October 2017); and;</p> <p>(c) A wombat crossing be considered for Creek Road, after the Hill Street trial has been assessed.</p> <p>2. The Council write to the Road Safety Branch of the Department of State Growth requesting that consideration be given to the allocation of a second School Crossing Patrol Officer to be in attendance and assist with pedestrians using the zebra crossing during peak times.</p> <p>3. The organiser of the petition be advised of the Council's decision.</p>		<p>the Wellwood Street intersection not be proceeded with at this time.</p> <p>Complete</p>
22	<b>99 STEPS, WEST HOBART</b> Council 8/10/2018, item 12 Council 6/5/2019, item 14	<p>1. Works be undertaken to improve the amenity and safety of the small set of steps at the top of 99 Steps, West Hobart including the installation of a</p>	Director City Amenity	<p>Detailed designs are being finalised.</p> <p>Works are to be carried out in conjunction with a stormwater extension and coincide</p>

Ref	Title	Report / Action	Action Officer	Comments
		<p>seat and fence, along with a ramp and new steps on the opposite side of Liverpool Street at an estimated cost of \$25,000 in 2019-2020 to be funded from the City Laneways Access and Lighting Upgrades budget allocation.</p> <p>2. Stormwater works including extension of a stormwater main along Liverpool Street and installation of drainage pits be constructed in 2020-2021 as part of a road and stormwater upgrade project to address flooding issues, subject to funding approval in the 2020-2021 budget.</p> <p>3. Works to fully upgrade the 99 Steps walkway to full compliance with engineering standards and installation of bicycle channel be considered in the development of a City Laneways Strategy and Action Plan.</p>		<p>with the Liverpool Street Embankment remediation works that is anticipated to commence August/September subject to availability of contractors.</p> <p>Community consultation in respect to the works is to commence shortly</p>
23	<p><b>SINGLE-USE PLASTICS BY-LAW NO 1 OF 2020 SUBMISSIONS AND AMENDMENTS</b></p> <p>Council 4/3/2019, item 12</p> <p>Council 10/3/2020, item 15</p>	<p>The Council notes the twenty-five submissions made to it in relation to the Single-use Plastics By-law pursuant to s.159 of the Local Government Act 1993.</p> <p>The Council resolves by absolute majority to amend the Single-use Plastics By-law as shown in Attachment G to this report.</p> <p>The General Manager be authorised to arrange the necessary actions to</p>	Director City Planning	<p>The by-law was gazetted on 8 April 2020 and will expire in 10 years.</p> <p>Complete</p>

Ref	Title	Report / Action	Action Officer	Comments
		enact the Single-use Plastics By-law No.1 of 2020.		
24	<b>PROPOSAL FOR A TRAM DISPLAY AND WORKSHOP FACILITY - HOBART REGATTA GROUNDS</b> Open Council 3/6/2019, item 12	<p>That the concept plans for a proposed tram display and workshop facility, located at the Hobart Regatta Grounds, be endorsed.</p> <p>Hobart Tram Restoration and Museum Society Inc be authorised to seek funding opportunities to allow the project to proceed.</p> <p>(i) Should funding be obtained for the project, the General Manager be authorised to progress any necessary arrangements to allow a development application to be submitted, and to commence lease negotiations over the land that would be the subject of a future report to the Council.</p>	Director City Amenity	<p>External funding opportunities continue to be explored</p> <p>Advice will be provided to Elected Members should the project proceed.</p>
25	<b>71 LETITIA STREET, NORTH HOBART - PARTIAL DEMOLITION, SUBDIVISION (ONE ADDITIONAL LOT) AND ALTERATIONS TO CAR PARKING</b> Open Council 17/6/2019, item	The City Infrastructure Committee be requested to address on-street parking in the area of the development.	Director City Planning	The Council decision is being actioned.

Ref	Title	Report / Action	Action Officer	Comments
26	<b>ELIZABETH STREET PRECINCT UPGRADE</b> Open Council 8/7/2019, item 12	<ol style="list-style-type: none"> <li>1. That a draft concept design for the Elizabeth Street Precinct upgrade be developed with consideration of the Project Action Team's principles, desired outcomes and recommendations, as outlined in Attachment A to item 6.1 of the Open City Infrastructure Committee agenda of 19 June 2019.</li> <li>2. The draft concept design for the Elizabeth Street Precinct upgrade be communicated to Elected Members by way of a briefing, prior to further targeted consultation with key stakeholders, landlords and property owners.</li> <li>3. A further report be provided to the Council following key stakeholder engagement and prior to broader community consultation on the draft concept design.</li> <li>4. A detailed report addressing the potential loss of car parking within the Elizabeth Street Precinct be referred to the Finance and Governance Committee at the appropriate time.</li> </ol>	Director City Planning	<p>Further concept design work has been undertaken.</p> <p>Targeted consultation with key stakeholders, landlords and property owners has been delayed by COVID-19, but this will commence in the coming months.</p>
27	<b>PROPOSAL FOR A COOPERATIVE RESEARCH CENTRE - WASTE AND PLASTIC POLLUTION</b>	That the City continue to liaise with the University of Tasmania to progress an application for a Waste and Plastic Pollution Cooperative Research Centre (CRC) under the CRC-P Project Grant	Director City Amenity	Local Government Association of Tasmania (LGAT) has been briefed to formalise the request for them to take a lead role.

Ref	Title	Report / Action	Action Officer	Comments
	Open Council 8/7/2019, item 13	Program, funded by the Federal Department of Industry, Innovation and Science, and negotiate with the Local Government of Tasmania to take a lead role with this initiative.		A meeting has been held with LGAT, UTas, Curtin University, University of Sydney, and RMIT to progress the initiative.  Complete
28	<b>RESPONSE TO A PETITION - PURA MILK FACTORY, LENA VALLEY - HEAVY VEHICLES</b> Open Council 8/7/2019, item 14 CIC 24/7/2019, item 6.5	<ol style="list-style-type: none"> <li>The Council decline the following requests of the petitioners, on the grounds outlined in the officer's report, listed as item 6.4 of the City Infrastructure Committee agenda of 19 June 2019: <ol style="list-style-type: none"> <li>The immediate cessation of Pura truck movement between the hours of 7pm and 7am in the Augusta Road/Giblin Street corridor.</li> <li>The immediate introduction of a 5-tonne heavy vehicle weight limit in the Augusta Road/Giblin Street corridor.</li> <li>The immediate resurfacing of Augusta Road with noise abating bitumen between Edge Avenue and Giblin Street.</li> </ol> </li> <li>The City continue to work with Pura Milk in respect to mitigating the effects of noise from heavy vehicle movements within the Augusta Road/Giblin Street corridor, with a</li> </ol>	Director City Amenity	<p>In accordance with the Council's decision, the City has been engaging with PURA Milk and on a number of occasions had arrangements for PURA Milk representatives to travel to Hobart for discussions.</p> <p>However, due to varying factors, including a key PURA Milk representative being unavailable for many months due to critical health issues, dates were not able to be confirmed.</p> <p>A confirmed date was previously in place for mid-April, however COVID-19 travel restrictions forced that arrangement to be regrettably deferred.</p> <p>As travel restrictions ease, the intention remains for the City and PURA milk to progress discussion on this matter.</p> <p>In respect to funding opportunities, Mr Wilkie was approached, however it seems he was unable to secure funding, at this time.</p>

Ref	Title	Report / Action	Action Officer	Comments
		<p>further report to be provided to the Council.</p> <p>The Council note the comments of the petitioner in its dealings with Pura Milk in respect to mitigating the effects of noise from heavy vehicle movements within the Augusta Road/Giblin Street corridor.</p> <p>Council officers expedite its discussions with Pura Milk in respect to mitigating the effects of noise from heavy vehicle movements within the Augusta Road/Giblin Street corridor.</p> <p>3. The Council write to the Federal Member for Clark, Mr Andrew Wilkie, to lobby the Federal Government on behalf of the City to seek funding to resurface Augusta Road with noise abating bitumen between Edge Avenue and Giblin Street.</p> <p>4. The petitioners be advised of the Council decision.</p> <p>(i) The correspondence to include the Council's intent to write to the Federal Member for Clark seeking funding to resurface Augusta Road with noise abating bitumen between Edge Avenue and Giblin Street.</p>		

Ref	Title	Report / Action	Action Officer	Comments
29	<b>REQUEST FOR SPEED LIMIT REDUCTION IN DEGRAVES STREET AND APSLEY STREET, SOUTH HOBART</b> Open Council 5/8/2019, item 11	<ol style="list-style-type: none"> <li>1. That the Council write to the Transport Commissioner requesting a change to the speed limit on Degraives Street and Apsley Street, South Hobart from the current default urban speed limit of 50 km/h to 40 km/h.               <ol style="list-style-type: none"> <li>(i) The submission to include a report detailing the characteristics of the road (as per the requirements of the Transport Commissioner).</li> </ol> </li> <li>2. Consideration of wider area speed limit reductions in residential areas be included as an action in the City of Hobart Transport Strategy Action Plan.</li> <li>3. The management and staff of Child's Play Early Learning Centre communicate to all parents and carers who are responsible for the drop-off and pick-up of children attending the Centre, that dedicated parking spaces for this purpose are available and accessible via Syme Street, South Hobart.</li> </ol>	Director City Planning	Officers are progressing the matter.  A draft plan has been prepared and sent to the Department of State Growth for comment.
30	<b>CAMPBELL STREET (BETWEEN LIVERPOOL STREET AND COLLINS STREET) - TRIAL TRAFFIC MANAGEMENT</b>	That a trial of the traffic and parking arrangements for Campbell Street between Liverpool Street and Collins Street be approved for an initial period of	Director City Planning	The installation of traffic and parking arrangements for Campbell Street between Liverpool Street and Collins Street has been completed.

Ref	Title	Report / Action	Action Officer	Comments
	<b>ARRANGEMENTS FOR ROYAL HOBART HOSPITAL K-BLOCK</b> Council 9/9/19, item 15	<p>at least 12 months from the opening of the Royal Hobart Hospital K Block.</p> <p>A report on the operation of the traffic management and parking arrangement be provided following the 12 month trial to enable Council to consider a more permanent arrangement in Campbell Street.</p> <p>The Council authorise the General Manager to negotiate with the Royal Hobart Hospital administration for a contribution towards upgrading the reinstated footpath (in Campbell Street adjacent to the Royal Hobart Hospital) from asphalt to unit paver materials.</p>		
31	<b>INSTALLATION OF TRAFFIC SIGNALS - INTERSECTION OF COLLINS STREET AND MOLLE STREET</b> Council 9/9/2019, item 17	<p>That the installation of traffic signals at the intersection of Molle Street and Collins Street to improve the safety and amenity of pedestrians and cyclists be supported.</p> <p>(i) Subject to the proposed bulbing in Molle Street being reduced in length to accommodate a further two car parking spaces.</p> <p>The General Manager be authorised to negotiate with the landowner of 40 50 Molle Street for the incorporation of the existing driveway and associated 'right of way' utilised by pedestrians and cyclists into the proposed traffic signals, including</p>	Director City Planning	The Council decision is being actioned.



Ref	Title	Report / Action	Action Officer	Comments
		<p>the transfer of any land necessary to facilitate that installation.</p> <p>A further report be provided on the possible use of different surface treatments to highlight the pedestrian crossings.</p>		
32	<p><b>LIVERPOOL STREET, HOBART - EMBANKMENT REMEDIATION</b></p> <p>Open Council 7/10/2019, item 11</p>	<p>Remediation works of the flood damaged section of 367-377 Liverpool Street, Hobart retaining the existing Liverpool Street road geometry, addressing drainage issues and rehabilitating the road pavement, at an estimated cost of \$370,000, be approved.</p> <p>Funding of \$92,000 be allocated from the City's Roads Strategy and Projects Budget Function in the 2019-20 Annual Plan to augment the funds to be provided by the Federal Government Natural Disaster Relief arrangement.</p>	Director City Amenity	<p>Detailed designs are being finalised.</p> <p>Works are to be carried out in conjunction with a stormwater extension and coincide with the 99 Steps works that is anticipated to commence August/September subject to availability of contractors.</p> <p>Community consultation in respect to the works is to commence shortly.</p>
33	<p><b>PETITION - WEERONA AVENUE FLOOD PROTECTION</b></p> <p>Open Council 21/10/2019, item 6.1</p>	<p>The Acting General Manager tabled a petition calling for the Council to construct open stormwater drains along the back of Weerona Avenue residences on the western side of the street and any other necessary measures to mitigate the threat of flood damage for all residences in the street.</p> <p>There were 23 signatories to the petition.</p>	Director City Amenity	A report is being finalised on the matter.

Ref	Title	Report / Action	Action Officer	Comments
		That the petition be received and noted and referred to the appropriate committee		
34	<b>454-462 CHURCHILL AVENUE, SANDY BAY - SHARED ACCESS</b> Open Council 4/11/2019, item 11	1. The report titled '454-462 Churchill Avenue, Sandy Bay - Shared Access' be received and noted. 2. The following works be implemented on the shared access servicing 454 to 462 Churchill Avenue, Sandy Bay: <ul style="list-style-type: none"> <li>(i) Installation of a skid/slip resistant surface on the shared access;</li> <li>(ii) Construction of a small (~16m<sup>2</sup>) area of concrete hardstand within the road reservation opposite the driveways to 454 and 456 Churchill Avenue to provide extra turning/manoeuvring area for vehicles at the top of the shared access;</li> <li>(iii) Removal of steps leading into 456 Churchill Avenue located within the highway reservation;</li> <li>(iv) Installation of traffic markers (flexible bollards) near the driveway entrance to 454 Churchill Avenue to assist drivers when manoeuvring in and out of this driveway; and</li> <li>(v) Installation of a small 200mm high retaining structure at the</li> </ul>	Director City Amenity	Detailed Design for the proposed works have been referred to the Residents. Surface grinding works will commence on mid-June that will provide some temporary skid resistance to the residents with the civil works and skid resistance treatment works applied at a later stage. Owners have been advised about this work.

Ref	Title	Report / Action	Action Officer	Comments
		<p>edge of driveway and minor regrading of the driveway entrance to 454 Churchill Avenue to provide some improvement to the cross fall of the driveway.</p> <p>3. Further detailed design to be carried out for construction documentation.</p> <p>4. The General Manager be delegated authority to negotiate an occupation licence to allow for a fence and gate at the rear of 462 Churchill Avenue, in a location that does not impact on the turning manoeuvring of vehicles in the road reservation.</p> <p>5. The General Manager be delegated authority to negotiate the relocation of the rear driveway of 462 Churchill Avenue, subject to the provision of a suitable area adjacent to the driveway entrance of 462 Churchill Avenue for placement of wheelie bins for 454, 456, and 458 – 460 Churchill Avenue.</p> <p>6. The costs associated with the proposal, estimated at \$90,000 be funded from the City's Road Strategy and Projects Budget Function within the 2019-20 Annual Plan.</p> <p>7. The owners of 454, 456, 458-460, and 462 Churchill Avenue, Sandy Bay to be notified of Council resolution.</p>		

Ref	Title	Report / Action	Action Officer	Comments
35	<b>ELIZABETH STREET BUS MALL - SOUTH WEST SIDE UPGRADE</b>  Open Council 16/12/2019, Item 11	<ol style="list-style-type: none"> <li>1. The upgrading of the south-west side of Elizabeth Street between Collins Street and Macquarie Street as described in 'Option 2' in the plans forming Attachment A to item 6.2 of the Open City Infrastructure Committee agenda of 11 December 2019 be approved for construction subject to the necessary statutory approvals being obtained.</li> <li>2. The General Manager be authorised to lodge a development application for the upgrading of the south-west side of the Elizabeth Street Bus Mall.</li> <li>3. The General Manager be authorised to sign and affix the common seal of the Hobart City Council to the Grant Deed for a funding contribution towards the new bus shelter from the Tasmanian Government.</li> </ol>	Director City Planning	The Council decision is being actioned
36	<b>HUON ROAD - UPHILL BICYCLE PASSING OPPORTUNITY PROJECT</b>  Open Council 16/12/2019, Item 12	<ol style="list-style-type: none"> <li>1. The General Manager be authorised to sign and attach the common seal of the City of Hobart to the grant deed when received for the provision of passing opportunities for vehicle drivers to safely pass uphill bicycle riders on Huon Road.</li> <li>2. On completion of part 1 of the recommendation, the City of Hobart proceed to procurement of the proposed works for the provision of</li> </ol>	Director City Planning	The Council decision is being actioned

Ref	Title	Report / Action	Action Officer	Comments
		<p>passing opportunities for vehicle drivers to safely pass uphill bicycle riders on Huon Road between Stephenson Place and 432 Huon Road, as detailed in the concept design drawings provided as Attachment A to item 6.3 of the Open City Infrastructure Committee agenda of 11 December 2019.</p>		
37	<p><b>CAMPBELL STREET AND ARGYLE STREET BICYCLE CONNECTIONS</b></p> <p>Open Council 16/12/2019, Item 13</p>	<ol style="list-style-type: none"> <li>The initial concept design for bicycle facilities on Argyle Street, Campbell Street, Liverpool Street and Bathurst Street, including sections of separated cycleways is provided as Attachment A to item 6.4 of the Open City Infrastructure Committee agenda of 11 December 2019 be used as the basis to commence public engagement with key stakeholders in early 2020.               <ol style="list-style-type: none"> <li>That consultation occur with relevant stakeholders, in particular, property owners, land owners, residents and lease holders of the affected streets.</li> <li>The facilities be trialled for a one year period.</li> </ol> </li> <li>A further report detailing the proposal be provided to the Council following the public engagement with key stakeholders.</li> </ol>	Director City Planning	Community engagement with key stakeholders and property owners/operators has commenced along the route of the proposed trial extension of the inner city cycling network (Campbell, Argyle, Liverpool and Bathurst Streets).

Ref	Title	Report / Action	Action Officer	Comments
		3. A report be provided on the feasibility of introducing priority car pool and bus lanes on Campbell and Argyle Streets.		
38	<b>ARRANGEMENT TO WORK COOPERATIVELY ON WASTE MANAGEMENT AND RESOURCE RECOVERY - SOUTHERN TASMANIAN MOU</b>  Open Council 16/12/2019, Item 14	1. The General Manager be authorised to sign the Memorandum of Understanding for an arrangement for Southern Tasmanian Councils to work co-operatively on waste management and resource recovery issues and projects for the southern Tasmanian region.  (i) The City's contribution of \$13,000 per annum, be approved.  2. The General Manager be authorised to delegate an employee to be a member of the steering committee.	Director City Amenity	The MOU has been executed.  The General Manager has appointed the Director City Amenity to the working group.  The first meeting has been held and reports will be provided to Committee as considerations progress.  Complete
39	<b>INTERSECTIONS AND TRAFFIC FLOW</b>  Open CIC 26/2/2020, item 6.2	The information contained in the report title Intersections and Traffic Flow be received and noted.  An elected member briefing be scheduled within the next two months from the inner Hobart Network Operation Plan Project Team.  A further report on the progress of the inner Hobart Network Operation Plan (NOP) be provided at the appropriate time.	Director City Planning	The Council decision is being actioned

Ref	Title	Report / Action	Action Officer	Comments
40	<b>BROOKE / DESPARD STREETS - CONGESTION REDUCING INITIATIVE - THREE-MONTH TRIAL</b> Open Council 10/3/2020, item 16	<ol style="list-style-type: none"> <li>1. Approval be given to implement a three-month trial congestion reducing initiative that would:               <ol style="list-style-type: none"> <li>(i) Close Brooke Street at Morrison Street to taxi and rideshare vehicles on Friday and Saturday evenings from 11.00 pm to 5.00 am;</li> <li>(ii) Create a taxi holding area in the CSIRO car park in Castray Esplanade on Friday and Saturday evenings between 11.00 pm and 5.00 am;</li> <li>(iii) Create a nominated waiting location for ride share vehicles in Salamanca Place between Davey Street and Gladstone Street; and</li> <li>(iv) Create four pick-up locations for ride share passengers across the waterfront precinct.</li> </ol> </li> <li>2. The Lord Mayor write to the State Treasurer seeking co-funding of the trial congestion reducing initiative and potential ongoing funding should the trial be successful.</li> <li>3. Funding of \$17,483 to implement the three-month trial will be allocated to the Special Events Traffic Management budget allocation in the</li> </ol>	Director City Planning  Director Community Life	The Council decision is being actioned

Ref	Title	Report / Action	Action Officer	Comments
		Traffic Strategy and Projects function area of the 2019-20 annual plan.		
41	<b>SUBDIVISION AT 143 POTTERY ROAD, LENA VALLEY - NAME FOR NEW ROAD</b>  Open Council 10/3/2020, item 18	<ol style="list-style-type: none"> <li>1. The Council name the new road arising from a subdivision at 143 Pottery Road, Lenah Valley, 'Agena Retreat'.</li> <li>2. In accordance with the Survey Co-ordination Act 1944, the Council advise the Nomenclature Board of Tasmania to register the new road name.</li> <li>3. The developer and the affected property be advised of the Council's decision.</li> </ol>	Director City Amenity	Complete.



**8. RESPONSES TO QUESTIONS WITHOUT NOTICE**

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Regulation 29(3) *Local Government (Meeting Procedures) Regulations 2015*.  
File Ref: 13-1-10

**The General Manager reports:-**

"In accordance with the procedures approved in respect to Questions Without Notice, the following responses to questions taken on notice are provided to the Committee for information.

The Committee is reminded that in accordance with Regulation 29(3) of the *Local Government (Meeting Procedures) Regulations 2015*, the Chairman is not to allow discussion or debate on either the question or the response."

**8.1 Wombat Crossing - Hill Street / Arthur Street, West Hobart**  
**File Ref: F20/28343; 13-1-10**

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Memorandum of the Director City Planning of 19 June 2020 and attachment.

**8.2 Crash Statistics - Corner Hill and Arthur Streets, West Hobart**  
**File Ref: F20/28356; 13-1-10**

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Memorandum of the Director City Planning of 19 June 2020.

**8.3 Traffic Jams on Proctors Road**  
**File Ref: F20/31135; 13-1-10**

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Memorandum of the Director City Planning of 19 June 2020.

Delegation: Committee

*That the information be received and noted.*



City of **HOBART**

**Memorandum:** Lord Mayor  
Deputy Lord Mayor  
Elected Members

## **Response to Question Without Notice**

### **WOMBAT CROSSING - HILL STREET / ARTHUR STREET, WEST HOBART**

**Meeting:** City Infrastructure Committee

**Meeting date:** 26 February 2020

**Raised by:** Alderman Briscoe

#### **Question:**

In relation to the wombat crossing located on the corner of Hill and Arthur Streets, West Hobart, could the Director please advise if any solutions have been considered for this location and if so, could the Director please advise what has been suggested?

#### **Response:**

The intersection of Hill Street and Arthur Street was carefully considered in the period leading up to and following the opening of the 'Hill Street Grocer' store at the site with frontage to this intersection.

The matter was most recently reported to the City Infrastructure Committee on 27 April 2016. That report included discussion of options such as installation of traffic signals, a roundabout and other treatments at the Hill Street / Arthur Street intersection. The five recommendations described below were adopted.

#### ***PRIORITY: IMMEDIATE***

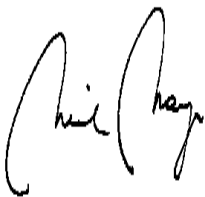
- 1. Consult with key stakeholders about on-street parking on Hill Street between Arthur Street and the northern driveway to AA Lord Homes.*
- 2. Hill Street Grocer provide additional signage within their car park.*
- 3. Prepare a design for extended medians on Hill Street and Arthur Street.*

*PRIORITY: IN CURRENT BUDGET PERIOD*

4. *Subject to a suitable design, implement a median treatment in Arthur Street to prevent the right turn out of Hill Street Grocer without negatively impacting the right turn into Mellifont Street.*
5. *Review the effectiveness of any parking changes implemented (as per Item 1). If additional works are considered necessary and following consultation with the Hill Street Grocer — implement a median treatment in Hill Street to prevent the right turn into Hill Street Grocer.*

These five recommendations were completed, and reported to Elected Members via memorandum dated 7 April 2017 (Copy attached).

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*



Neil Noye

**DIRECTOR CITY PLANNING**

Date: 19 June 2020  
File Reference: F20/28343; 13-1-10

Attachment A: Memo - 70 Arthur Street West Hobart - Hill Street Grocer - April 2017 ↓



R0568, R0320  
og:lw  
F17/36456

7 April 2017

**MEMORANDUM: LORD MAYOR  
DEPUTY LORD MAYOR  
ALDERMEN**

**SURROUNDS 70 ARTHUR STREET  
(HILL STREET GROCER), WEST HOBART  
TRAFFIC MANAGEMENT REVIEW**

This memorandum is to advise Aldermen of the updating of the Traffic Management Review of the surrounds of the Hill Street Grocer Store at 70 Arthur Street in West Hobart.

The Council resolved on 7 September 2015, inter alia, that:

*"A review of the traffic issues identified in the report attached to Supplementary item 13 of the City Infrastructure Committee agenda of 26 August 2015, in relation to the new 'Hill Street Grocer' store in Hill Street, West Hobart, be conducted in six months time."*

That review was undertaken, and a list of recommendations reported to the City Infrastructure Committee on 27 April 2016.

The recommendations that were adopted by the Committee at its meeting of 27 April 2016 were:

**PRIORITY: IMMEDIATE**

1. Consult with key stakeholders about on-street parking on Hill Street between Arthur Street and the northern driveway to AA Lord Homes.
2. Hill Street Grocer provide additional signage within their car park.
3. Prepare a design for extended medians on Hill Street and Arthur Street.

**PRIORITY: IN CURRENT BUDGET PERIOD**

4. Subject to a suitable design, implement a median treatment in Arthur Street to prevent the right turn out of Hill Street Grocer without negatively impacting the right turn into Mellifont Street.

MISSION ~ TO ENSURE GOOD GOVERNANCE OF OUR CAPITAL CITY.

Page 2 of 2

5. *Review the effectiveness of any parking changes implemented (as per Item 1). If additional works are considered necessary and following consultation with the Hill Street Grocer — implement a median treatment in Hill Street to prevent the right turn into Hill Street Grocer.*

All five of these actions have now been completed.

Surveys of vehicular and pedestrian movements in the surrounds of the subject site have demonstrated that the on-street parking restrictions implemented on Hill Street have been effective in reducing the incidences of city bound traffic on Hill Street being obstructed by a vehicle waiting to turn right into the Hill Street Grocer car park.

- On 21 July 2015, between 2:30pm and 5:45pm, 71 drivers turned right into the Hill Street Grocer car park, with 30 (42.3%) of those drivers having to wait on Hill Street for an opportunity to turn into the car park. 12 times (16.9%), vehicles waiting to turn right blocked southbound traffic on Hill Street.
- On 21 April 2017 (after the installation of parking restrictions on Hill Street), between 2.30pm and 5.45pm, 82 drivers turned right into the Hill Street Grocer car park, with 37 (45.1%) of those drivers having to wait on Hill Street for an opportunity to turn into the car park. 2 times (2.4%), vehicles waiting to turn right blocked southbound traffic on Hill Street.

As such, it is not proposed that the implementation of a median treatment in Hill Street to prevent the right turn into the Hill Street Grocer be proceeded with.

The extension of the median treatment opposite the driveway exit from the Hill Street Grocer onto Arthur Street has been effective in reducing the number of drivers turning right out of the Hill Street Grocer driveway.

- On 28 July 2015, between 2.30pm and 5.30pm, 238 drivers exited the Hill Street Grocer car park, with 64 (26.9%) ignoring the 'no right turn' signage and making a right turn.
- On 28 March 2017 (after the installation of the median treatment and signage updates), between 2.30pm and 5.30pm, 235 drivers exited the Hill Street Grocer car park, with 4 (1.7%) ignoring the 'no right turn' signage and making a right turn. 9 other drivers (3.8%) were observed to turn left out of the car park and then perform a u-turn, either in Butterworth Street or on Arthur Street west of Mellifont Street.

Based on the review, the main issues relating specifically to the opening of the Hill Street Grocer at 70 Arthur Street, West Hobart are considered to have been mitigated. No further actions are proposed.



(Mark Painter)  
**DIRECTOR CITY INFRASTRUCTURE**

Copies for Circulation: Directors  
Angela Moore – Manager Traffic Engineering



City of **HOBART**

**Memorandum:** Lord Mayor  
Deputy Lord Mayor  
Elected Members

## Response to Question Without Notice

### CRASH STATISTICS - CORNER HILL AND ARTHUR STREETS, WEST HOBART

**Meeting:** City Infrastructure Committee

**Meeting date:** 26 February 2020

**Raised by:** Deputy Lord Mayor Burnet

**Question:**

Could the Director please provide the latest crash statistics in relation to the corner of Hill and Arthur Streets, West Hobart?

**Response:**

In summary, the City of Hobart has access to the crash database of information recorded by the Tasmania Police and maintained by the Department of State Growth for the period from January 2000 to present.

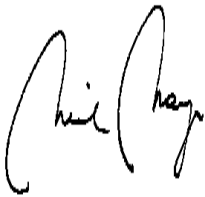
As at 4 May 2020, the crashes recorded at the intersection of Hill Street / Arthur Street are:

**Intersection of Arthur Street and Hill Street in West Hobart**

<i>Date</i>	<i>Time</i>	<i>Severity</i>	<i>Crash Type</i>	<i>Police Contributing Factors</i>
14/09/2000	8:35	Minor	113 Right near	Fail to give way
27/10/2000	19:00	Property Damage Only	110 Cross traffic	Fail to give way
19/04/2001	17:07	Property Damage Only	145 Reversing	Inattentiveness, Reversing without care
22/12/2001	22:20	Minor	111 Right far	Inattentiveness
07/04/2004	10:00	Property Damage Only	110 Cross traffic	Fail to give way
05/04/2006	16:30	Property Damage Only	132 Vehicles in same lane/ right rear	Inattentiveness, Distraction - in vehicle
29/11/2007	17:08	Minor	130 Vehicles in same lane/ rear end	Inattentiveness
22/08/2015	11:35	Minor	130 Vehicles in same lane/ rear end	Inattentiveness
22/11/2016	5:55	Minor	113 Right near	Other, Turning without care
31/05/2017	17:50	Property Damage Only	131 Vehicles in same lane/ left rear	Undetermined
03/09/2018	15:40	First Aid	113 Right near	Fail to give way

Note – Crashes reported in the last 5 years are highlighted in green. The Hill Street Grocer opened at Arthur Street / Hill Street in late May 2015.

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*

A handwritten signature in black ink, appearing to read 'Neil Noye', with a stylized, cursive script.

Neil Noye

**DIRECTOR CITY PLANNING**

Date: 19 June 2020

File Reference: F20/28356; 13-1-10



City of **HOBART**

**Memorandum:** Lord Mayor  
Deputy Lord Mayor  
Elected Members

## **Response to Question Without Notice**

### **TRAFFIC JAMS ON PROCTORS ROAD**

**Meeting:** City Infrastructure Committee

**Meeting date:** 26 February 2020

**Raised by:** Alderman Behrakis

**Question:**

Due to the number of traffic movements on Proctors Road during peak hour, could the Director please advise if there is a solution to help mitigate the traffic banking up on Proctors Road due to vehicles turning at the intersection of View Street and Proctors Road?

**Response:**

The City of Hobart has received previous complaints about this issue. When reviewing the situation, it has been the view of officers that there is no cost effective or reasonable solution that would provide a significant community benefit.

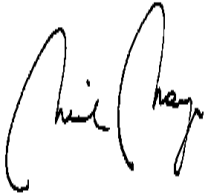
The road reserve width and the geometry of the intersection make it not practical to provide a separate right turn lane on Proctors Road for vehicle waiting to turn into View Street while also maintaining sufficient width for city bound traffic on Proctors Road to pass without obstruction.

Installing a ban on turning right from Proctors Road into View Street would be a cheap and physically easy to install treatment. It would however be likely to be widely disobeyed, and those drivers who do obey the sign will instead turn right at the next intersection, Proctors Road and York Street. The Proctors Road and York Street intersection also has difficult geometry, and the diverted traffic would have some amenity impacts on residents in York Street.

Our previous view has been that occasional delays caused by drivers waiting to turn right from Proctors Road into View Street are reasonable given that many of the drivers utilising Proctors Road are using it as an alternative route to the City from the Southern Outlet.



*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*

A handwritten signature in black ink, appearing to read 'Neil Noye', with a stylized, cursive script.

Neil Noye  
**DIRECTOR CITY PLANNING**

Date: 19 June 2020  
File Reference: F20/31135; 13-1-10

## **9. QUESTIONS WITHOUT NOTICE**

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Section 29 of the *Local Government (Meeting Procedures) Regulations 2015*.  
File Ref: 13-1-10

An Elected Member may ask a question without notice of the Chairman, another Elected Member, the General Manager or the General Manager's representative, in line with the following procedures:

1. The Chairman will refuse to accept a question without notice if it does not relate to the Terms of Reference of the Council committee at which it is asked.
2. In putting a question without notice, an Elected Member must not:
  - (i) offer an argument or opinion; or
  - (ii) draw any inferences or make any imputations – except so far as may be necessary to explain the question.
3. The Chairman must not permit any debate of a question without notice or its answer.
4. The Chairman, Elected Members, General Manager or General Manager's representative who is asked a question may decline to answer the question, if in the opinion of the respondent it is considered inappropriate due to its being unclear, insulting or improper.
5. The Chairman may require a question to be put in writing.
6. Where a question without notice is asked and answered at a meeting, both the question and the response will be recorded in the minutes of that meeting.
7. Where a response is not able to be provided at the meeting, the question will be taken on notice and
  - (i) the minutes of the meeting at which the question is asked will record the question and the fact that it has been taken on notice.
  - (ii) a written response will be provided to all Elected Members, at the appropriate time.
  - (iii) upon the answer to the question being circulated to Elected Members, both the question and the answer will be listed on the agenda for the next available ordinary meeting of the committee at which it was asked, where it will be listed for noting purposes only.

## 10. CLOSED PORTION OF THE MEETING

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### RECOMMENDATION

That the Council resolve by absolute majority that the meeting be closed to the public pursuant to regulation 15(1) of the *Local Government (Meeting Procedures) Regulations 2015* because the items included on the closed agenda contain the following matters:

- Confirm the minutes of the closed portion
- Questions without notice in the closed portion

The following items are listed for discussion:-

Item No. 1	Minutes of the last meeting of the Closed Portion of the Council Meeting
Item No. 2	Consideration of supplementary items to the agenda
Item No. 3	Indications of pecuniary and conflicts of interest
Item No. 4	Committee Action Status Report
Item No. 4.1	Committee Actions - Status Report LG(MP)R 15(2)(g)
Item No. 5	Questions Without Notice