

Notice of Ordinary Council Meeting and

Agenda

18 July 2016

To all Councillors

NOTICE OF MEETING

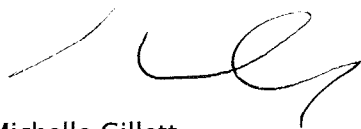
In accordance with the *Local Government (Meeting Procedures) Regulations 2015*, notice is given of the next ordinary meeting of the Central Coast Council which will be held in the Council Chamber at the Administration Centre, 19 King Edward Street, Ulverstone on Monday, 18 July 2016. The meeting will commence at 6.00pm.

An agenda and associated reports and documents are appended hereto.

A notice of meeting was published in The Advocate newspaper, a daily newspaper circulating in the municipal area, on 2 January 2016.

Dated at Ulverstone this 13th day of July 2016.

This notice of meeting and the agenda is given pursuant to delegation for and on behalf of the General Manager.



Michelle Gillett
EXECUTIVE SERVICES OFFICER

Code of Conduct of Councillors

PART 1 – Decision making

1. A councillor must bring an open and unprejudiced mind to all matters being decided upon in the course of his or her duties, including when making planning decisions as part of the Council's role as a Planning Authority.
2. A councillor must make decisions free from personal bias or prejudgement.
3. In making decisions, a councillor must give genuine and impartial consideration to all relevant information known to him or her, or of which he or she should have reasonably been aware.
4. A councillor must make decisions solely on merit and must not take irrelevant matters or circumstances into account when making decisions.

PART 2 – Conflict of interest

1. When carrying out his or her public duty, a councillor must not be unduly influenced, nor be seen to be unduly influenced, by personal or private interests that he or she may have.
2. A councillor must act openly and honestly in the public interest.
3. A councillor must uphold the principles of transparency and honesty and declare actual, potential or perceived conflicts of interest at any meeting of the Council and at any workshop or any meeting of a body to which the councillor is appointed or nominated by the Council.
4. A councillor must act in good faith and exercise reasonable judgement to determine whether he or she has an actual, potential or perceived conflict of interest.
5. A councillor must avoid, and remove himself or herself from, positions of conflict of interest as far as reasonably possible.
6. A councillor who has an actual, potential or perceived conflict of interest in a matter before the Council must –
 - (a) declare the conflict of interest before discussion on the matter begins; and
 - (b) act in good faith and exercise reasonable judgement to determine whether the conflict of interest is so material that it requires removing himself or herself physically from any Council discussion and remaining out of the room until the matter is decided by the Council.

PART 3 – Use of office

1. The actions of a councillor must not bring the Council or the office of councillor into disrepute.
2. A councillor must not take advantage, or seek to take advantage, of his or her office or status to improperly influence others in order to gain an undue, improper, unauthorised or unfair benefit or detriment for himself or herself or any other person or body.
3. In his or her personal dealings with the Council (for example as a ratepayer, recipient of a Council service or planning applicant), a councillor must not expect nor request, expressly or implicitly, preferential treatment for himself or herself or any other person or body.

PART 4 – Use of resources

1. A councillor must use Council resources appropriately in the course of his or her public duties.
2. A councillor must not use Council resources for private purposes except as provided by Council policies and procedures.
3. A councillor must not allow the misuse of Council resources by another person or body.
4. A councillor must avoid any action or situation which may lead to a reasonable perception that Council resources are being misused by the councillor or any other person or body.

PART 5 – Use of information

1. A councillor must protect confidential Council information in his or her possession or knowledge, and only release it if he or she has the authority to do so.
2. A councillor must only access Council information needed to perform his or her role and not for personal reasons or non-official purposes.
3. A councillor must not use Council information for personal reasons or non-official purposes.
4. A councillor must only release Council information in accordance with established Council policies and procedures and in compliance with relevant legislation.

PART 6 – Gifts and benefits

1. A councillor may accept an offer of a gift or benefit if it directly relates to the carrying out of the councillor's public duties and is appropriate in the circumstances.
2. A councillor must avoid situations in which the appearance may be created that any person or body, through the provision of gifts or benefits of any kind, is securing (or attempting to secure) influence or a favour from the councillor or the Council.
3. A councillor must carefully consider –
 - (a) the apparent intent of the giver of the gift or benefit; and
 - (b) the relationship the councillor has with the giver; and
 - (c) whether the giver is seeking to influence his or her decisions or actions, or seeking a favour in return for the gift or benefit.
4. A councillor must not solicit gifts or benefits in the carrying out of his or her duties.
5. A councillor must not accept an offer of cash, cash-like gifts (such as gift cards and vouchers) or credit.
6. A councillor must not accept a gift or benefit if the giver is involved in a matter which is before the Council.
7. A councillor may accept an offer of a gift or benefit that is token in nature (valued at less than \$50) or meets the definition of a token gift or benefit (if the Council has a gifts and benefits policy).
8. If the Council has a gifts register, a councillor who accepts a gift or benefit must record it in the relevant register.

PART 7 – Relationships with community, councillors and Council employees

1. A councillor –
 - (a) must treat all persons with courtesy, fairness, dignity and respect; and
 - (b) must not cause any reasonable person offence or embarrassment; and
 - (c) must not bully or harass any person.

2. A councillor must listen to, and respect, the views of other councillors in Council and committee meetings and any other proceedings of the Council, and endeavour to ensure that issues, not personalities, are the focus of debate.
3. A councillor must not influence, or attempt to influence, any Council employee or delegate of the Council, in the exercise of the functions of the employee or delegate.
4. A councillor must not contact or issue instructions to any of the Council's contractors or tenderers, without appropriate authorisation.
5. A councillor must not contact an employee of the Council in relation to Council matters unless authorised by the General Manager of the Council.

PART 8 – Representation

1. When giving information to the community, a councillor must accurately represent the policies and decisions of the Council.
2. A councillor must not knowingly misrepresent information that he or she has obtained in the course of his or her duties.
3. A councillor must not speak on behalf of the Council unless specifically authorised or delegated by the Mayor or Lord Mayor.
4. A councillor must clearly indicate when he or she is putting forward his or her personal views.
5. A councillor's personal views must not be expressed in such a way as to undermine the decisions of the Council or bring the Council into disrepute.
6. A councillor must show respect when expressing personal views publicly.
7. The personal conduct of a councillor must not reflect, or have the potential to reflect, adversely on the reputation of the Council.
8. When representing the Council on external bodies, a councillor must strive to understand the basis of the appointment and be aware of the ethical and legal responsibilities attached to such an appointment.

PART 9 – Variation of Code of Conduct

1. Any variation of this model code of conduct is to be in accordance with section 28T of the Act.

QUALIFIED PERSON'S ADVICE

The *Local Government Act 1993* provides (in part) as follows:

. A general manager must ensure that any advice, information or recommendation given to the council is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.

. A council is not to decide on any matter which requires the advice of a qualified person without considering such advice unless the general manager certifies in writing that such advice was obtained and taken into account in providing general advice to the council.

I therefore certify that with respect to all advice, information or recommendations provided to the Council in or with the following agenda:

(i) the advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation; and

(ii) where any advice is directly given by a person who did not have the required qualifications or experience that person has obtained and taken into account in that person's general advice the advice from an appropriately qualified or experienced person.



Sandra Ayton
GENERAL MANAGER

AGENDA

COUNCILLORS ATTENDANCE

COUNCILLORS APOLOGIES

EMPLOYEES ATTENDANCE

GUEST(S) OF THE COUNCIL

MEDIA ATTENDANCE

PUBLIC ATTENDANCE

OPENING PRAYER

May the words of our lips and the meditations of our hearts be always acceptable in Thy sight, O Lord.

BUSINESS

See Contents – Page 2

Contents

1	CONFIRMATION OF MINUTES OF THE COUNCIL	4
2	COUNCIL WORKSHOPS	4
3	MAYOR'S COMMUNICATIONS	5
3.1	Mayor's communications	5
3.2	Mayor's diary	5
3.3	Declarations of interest	6
3.4	Public question time	7
4	COUNCILLOR REPORTS	8
5	APPLICATIONS FOR LEAVE OF ABSENCE	8
6	DEPUTATIONS	9
7	PETITIONS	9
8	COUNCILLORS' QUESTIONS	9
8.1	Councillors' questions without notice	9
8.2	Councillors' questions on notice	12
9	DEPARTMENTAL BUSINESS	13
	GENERAL MANAGEMENT	13
9.1	Minutes and notes of committees of the Council and other organisations	13

COMMUNITY SERVICES	15
9.2 Statutory determinations	15
INFRASTRUCTURE SERVICES	17
9.3 Infrastructure Services determinations	17
ORGANISATIONAL SERVICES	18
9.4 Contracts and agreements	18
9.5 Correspondence addressed to the Mayor and Councillors	18
9.6 Common seal	19
9.7 Financial statements	20
10 CLOSURE OF MEETING TO THE PUBLIC	21
10.1 Meeting closed to the public	21
10.2 Confirmation of Closed session minutes	23
GENERAL MANAGEMENT	25
10.3 Minutes and notes of other organisations and committees of the Council	25
INFRASTRUCTURE SERVICES	
10.4 Expressions of interest – Construction of the Dial Regional Sports Complex (174A/2016 – 16.05.2016)	27

1 CONFIRMATION OF MINUTES OF THE COUNCIL

1.1 Confirmation of minutes

The Executive Services Officer reports as follows:

“The minutes of the previous ordinary meeting of the Council held on 20 June 2016 have already been circulated. The minutes are required to be confirmed for their accuracy.

The *Local Government (Meeting Procedures) Regulations 2015* provide that in confirming the minutes of a meeting, debate is allowed only in respect of the accuracy of the minutes.

A suggested resolution is submitted for consideration.”

- “That the minutes of the previous ordinary meeting of the Council held on 20 June 2016 be confirmed.”
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2 COUNCIL WORKSHOPS

2.1 Council workshops

The Executive Services Officer reports as follows:

“The following council workshops have been held since the last ordinary meeting of the Council.

- 27.06.16 – Local Government Association of Tasmania update (Katrena Stephenson)
- 4.07.16 – General Managers quarterly update/Overview of the June 2016 flood damage

This information is provided for the purpose of record only. A suggested resolution is submitted for consideration.”

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- “That the Officer’s report be received.”
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3 MAYOR’S COMMUNICATIONS

3.1 Mayor’s communications

The Mayor to report:

“After the opening formalities I will briefly adjourn this meeting to present a Certificate of Appointment to Mr John Kersnovski as the Council’s Municipal Emergency Management Coordinator for a period of two years in accordance with the *Emergency Management Act 2006*.”

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3.2 Mayor’s diary

The Mayor reports as follows:

“I have attended the following events and functions on behalf of the Council:

- . Ulverstone Fire Brigade – annual dinner.”

The Deputy Mayor reports as follows:

“I have attended the following events and functions on behalf of the Council:

- . Ulverstone Municipal Band – annual general meeting
- . Ulverstone Ladies Probus Club – birthday/anniversary luncheon
- . Leighland Christian School – civic duties program collecting litter from parks.”

Cr Broad reports as follows:

“I have attended the following events and functions on behalf of the Council:

- . North Western Fisheries Association – annual general meeting.”

Cr Tongs reports as follows:

“I have attended the following events and functions on behalf of the Council:

- . Apex Club of Ulverstone – changeover dinner.”

Cr van Rooyen reports as follows:

“I have attended the following events and functions on behalf of the Council:

- . Rotary Club of Ulverstone – changeover dinner.”

Cr Viney reports as follows:

“I have attended the following events and functions on behalf of the Council:

- . Sprent Primary School – launch of LIFT (Learning in Families Together).”

The Executive Services Officer reports as follows:

“A suggested resolution is submitted for consideration.”

- “That the Mayor’s, Deputy Mayor’s, Crs Broad’s, Tong’s, van Rooyen’s and Viney’s reports be received.”

3.3 Declarations of interest

The Mayor reports as follows:

“Councillors are requested to indicate whether they have, or are likely to have, a pecuniary (or conflict of) interest in any item on the agenda.”

The Executive Services Officer reports as follows:

“The *Local Government Act 1993* provides that a councillor must not participate at any meeting of a council in any discussion, nor vote on any matter, in respect of which the councillor has an interest or is aware or ought to be aware that a close associate has an interest.

Councillors are invited at this time to declare any interest they have on matters to be discussed at this meeting. If a declaration is impractical at this time, it is to be noted that a councillor must declare any interest in a matter before any discussion on that matter commences.

All interests declared will be recorded in the minutes at the commencement of the matter to which they relate.”

No interests were declared at this time.

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3.4 Public question time

The Mayor reports as follows:

“At 6.40pm or as soon as practicable thereafter, a period of not more than 30 minutes is to be set aside for public question time during which any member of the public may ask questions relating to the activities of the Council.

Public question time will be conducted as provided by the *Local Government (Meeting Procedures) Regulations 2015* and the supporting procedures adopted by the Council on 20 June 2005 (Minute No. 166/2005).”

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4 COUNCILLOR REPORTS

4.1 Councillor reports

The Executive Services Officer reports as follows:

“Councillors who have been appointed by the Council to community and other organisations are invited at this time to report on actions or provide information arising out of meetings of those organisations.

Any matters for decision by the Council which might arise out of these reports should be placed on a subsequent agenda and made the subject of a considered resolution.”

5 APPLICATIONS FOR LEAVE OF ABSENCE

5.1 Leave of absence

The Executive Services Officer reports as follows:

“The *Local Government Act 1993* provides that the office of a councillor becomes vacant if the councillor is absent without leave from three consecutive ordinary meetings of the council.

The Act also provides that applications by councillors for leave of absence may be discussed in a meeting or part of a meeting that is closed to the public.

There are no applications for consideration at this meeting.”

6 DEPUTATIONS

6.1 Deputations

The Executive Services Officer reports as follows:

“No requests for deputations to address the meeting or to make statements or deliver reports have been made.”

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7 PETITIONS

7.1 Petitions

The Executive Services Officer reports as follows:

“No petitions under the provisions of the *Local Government Act 1993* have been presented.”

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8 COUNCILLORS' QUESTIONS

8.1 Councillors' questions without notice

The Executive Services Officer reports as follows:

“The *Local Government (Meeting Procedures) Regulations 2015* provide as follows:

’29 (1) A councillor at a meeting may ask a question without notice –

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- (a) of the chairperson; or
 - (b) through the chairperson, of –
 - (i) another councillor; or
 - (ii) the general manager.
- (2) In putting a question without notice at a meeting, a councillor must not –
- (a) offer an argument or opinion; or
 - (b) draw any inferences or make any imputations –
- except so far as may be necessary to explain the question.
- (3) The chairperson of a meeting must not permit any debate of a question without notice or its answer.
- (4) The chairperson, councillor or general manager who is asked a question without notice at a meeting may decline to answer the question.
- (5) The chairperson of a meeting may refuse to accept a question without notice if it does not relate to the activities of the council.
- (6) Questions without notice, and any answers to those questions, are not required to be recorded in the minutes of the meeting.
- (7) The chairperson may require a councillor to put a question without notice in writing.'

If a question gives rise to a proposed matter for discussion and that matter is not listed on the agenda, Councillors are reminded of the following requirements of the Regulations:

- '8 (5) Subject to subregulation (6), a matter may only be discussed at a meeting if it is specifically listed on the agenda of that meeting.
- (6) A council by absolute majority at an ordinary council meeting, ..., may decide to deal with a matter that is not on the agenda if –
 - (a) the general manager has reported the reason it was not possible to include the matter on the agenda; and

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8.2 Councillors’ questions on notice

The Executive Services Officer reports as follows:

“The *Local Government (Meeting Procedures) Regulations 2015* provide as follows:

- ‘30 (1) A councillor, at least 7 days before an ordinary council meeting or a council committee meeting, may give written notice to the general manager of a question in respect of which the councillor seeks an answer at that meeting.
- (2) An answer to a question on notice must be in writing.’

It is to be noted that any question on notice and the written answer to the question will be recorded in the minutes of the meeting as provided by the Regulations.

Any questions on notice are to be allocated to their appropriate Departmental Business section of the agenda.

No questions on notice have been received.”

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9 DEPARTMENTAL BUSINESS

GENERAL MANAGEMENT

9.1 Minutes and notes of committees of the Council and other organisations

The General Manager reports as follows:

“The following (non-confidential) minutes and notes of committees of the Council and other organisations on which the Council has representation have been received:

- Local Government Association of Tasmania – General meeting held on 22 April 2016
- Cradle Coast Waste Management Group Minutes – meeting held on 9 May 2016
- Ulverstone Wharf Precinct Advisory Committee – meeting held on 1 June 2016
- Development Support Special Committee – meeting held on 14 June 2016
- Central Coast Youth Engaged Steering Committee – meeting held on 16 June 2016
- Development Support Special Committee – meeting held on 27 June 2016
- Central Coast Community Safety Partnership Committee – meeting held on 29 June 2016
- Central Coast Community Shed Management Committee – Annual General Meeting held on 4 July 2016
- Central Coast Community Shed Management Committee – meeting held on 4 July 2016

Copies of the minutes and notes having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the (non-confidential) minutes and notes of committees of the Council be received.”
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NOTES

COMMUNITY SERVICES

9.2 Statutory determinations

The Director Community Services reports as follows:

“A Schedule of Statutory Determinations made during the month of June 2016 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reports as follows:

“A copy of the Schedule having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Schedule of Statutory Determinations (a copy being appended to and forming part of the minutes) be received.”

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NOTES

INFRASTRUCTURE SERVICES

9.3 Infrastructure Services determinations

The Director Infrastructure Services reports as follows:

“There are no matters from the Infrastructure Services Department for decision at this meeting.”

ORGANISATIONAL SERVICES

9.4 Contracts and agreements

The Director Organisational Services reports as follows:

“A Schedule of Contracts and Agreements (other than those approved under the common seal) entered into during the month of June 2016 has been submitted by the General Manager to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reports as follows:

“A copy of the Schedule having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Schedule of Contracts and Agreements (a copy being appended to and forming part of the minutes) be received.”
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9.5 Correspondence addressed to the Mayor and Councillors

The Director Organisational Services reports as follows:

“PURPOSE

This report is to inform the meeting of any correspondence received during the month of June 2016 and which was addressed to the ‘Mayor and Councillors’. Reporting of this correspondence is required in accordance with Council policy.

CORRESPONDENCE RECEIVED

The following correspondence has been received and circulated to all Councillors:

- . Letter relating to liability for potential water damage at Ironcliffe Road, Penguin.
- . Letter regarding support for marriage equality motion at Australian Local Government Association’s National General assembly.

- Letter relating to the reduction in Council charges for the hire of the showground and facilities for the Ulverstone Show.

Where a matter requires a Council decision based on a professionally developed report the matter will be referred to the Council. Matters other than those requiring a report will be administered on the same basis as other correspondence received by the Council and managed as part of the day-to-day operations.”

The Executive Services Officer reports as follows:

“A suggested resolution is submitted for consideration.”

- “That the Director’s report be received.”
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9.6 Common seal

The Director Organisational Services reports as follows:

“A Schedule of Documents for Affixing of the Common Seal for the period 21 June 2016 to 18 July 2016 is submitted for the authority of the Council to be given. Use of the common seal must first be authorised by a resolution of the Council.

The Schedule also includes for information advice of final plans of subdivision sealed in accordance with approved delegation and responsibilities.”

The Executive Services Officer reports as follows:

“A copy of the Schedule having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the common seal (a copy of the Schedule of Documents for Affixing of the Common Seal being appended to and forming part of the minutes) be affixed subject to compliance with all conditions of approval in respect of each document, and that the advice of final plans of subdivision sealed in accordance with approved delegation and responsibilities be received.”

9.7 Financial statements

The Director Organisational Services reports as follows:

“The following principal financial statements of the Council for the period ended 30 June 2016 are submitted for consideration:

- Summary of Rates and Fire Service Levies
- Capital Works Resource Schedule.”

The Executive Services Officer reports as follows:

“Copies of the financial statements having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

■ “That the financial statements (copies being appended to and forming part of the minutes) be received.”

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10 CLOSURE OF MEETING TO THE PUBLIC

10.1 Meeting closed to the public

The Executive Services Officer reports as follows:

“The *Local Government (Meeting Procedures) Regulations 2015* provide that a meeting of a council is to be open to the public unless the council, by absolute majority, decides to close part of the meeting because one or more of the following matters are being, or are to be, discussed at the meeting.

Moving into a closed meeting is to be by procedural motion. Once a meeting is closed, meeting procedures are not relaxed unless the council so decides.

It is considered desirable that the following matters be discussed in a closed meeting:

- . Confirmation of Closed session minutes;
- . Minutes and notes of other organisations and committees of the Council; and
- . Dial Regional Sports Complex – Guaranteed Maximum Price Contract process (147A/2016 – 16.05.2016).

These are matters relating to:

- . information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.

A suggested resolution is submitted for consideration.”

■ “That the Council close the meeting to the public to consider the following matters, they being matters relating to:

- . information of a personal and confidential nature or information provided to the council on the condition it is kept confidential;
- . information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business;

and the Council being of the opinion that it is lawful and proper to close the meeting to the public:

- . Confirmation of Closed session minutes; and
- . Minutes and notes of other organisations and committees of the Council.”

The Executive Services Officer further reports as follows:

- “1 The *Local Government (Meeting Procedures) Regulations 2015* provide in respect of any matter discussed at a closed meeting that the general manager is to record in the minutes of the open meeting, in a manner that protects confidentiality, the fact that the matter was discussed and a brief description of the matter so discussed, and is not to record in the minutes of the open meeting the details of the outcome unless the council determines otherwise.
- 2 While in a closed meeting, the council is to consider whether any discussions, decisions, reports or documents relating to that closed meeting are to be kept confidential or released to the public, taking into account privacy and confidentiality issues.
- 3 The *Local Government Act 1993* provides that a councillor must not disclose information seen or heard at a meeting or part of a meeting that is closed to the public that is not authorised by the council to be disclosed.

Similarly, an employee of a council must not disclose information acquired as such an employee on the condition that it be kept confidential.
- 4 In the event that additional business is required to be conducted by a council after the matter(s) for which the meeting has been closed to the public have been conducted, the Regulations provide that a council may, by simple majority, re-open a closed meeting to the public.”

Associated Reports And Documents



General Meeting

Minutes

22 April 2016

**The Tramsheds
4 Invermay Road
Launceston**

326 Macquarie Street, GPO Box 1521, Hobart, Tas 7000
Phone: (03) 6233 5966
Fax: (03) 6233 5986
Email: admin@lgat.tas.gov.au
Home Page: <http://www.lgat.tas.gov.au>

**PROCEDURAL MATTERS.
RULES REGARDING CONDUCT OF MEETINGS**

13. WHO MAY ATTEND A MEETING OF THE ASSOCIATION

- (a) Each Member shall be entitled to send a voting delegate to any Meeting of the Association, such voting delegate exercising the number of votes determined according to Rule 16(a).
- (b) After each ordinary Council election, the Chief Executive Officer shall request each Member to advise the name of its voting delegate and the proxy for the voting delegate for Meetings of the Association until the next ordinary Council elections.
- (c) Members may change their voting delegate or proxy at any time by advising the Chief Executive Officer in writing over the hand of the voting delegate or the General Manager prior to that delegate taking his or her position at a Meeting.
- (d) A list of voting delegates will be made available at the commencement of any Meeting of the Association.
- (e) Members may send other elected members or Council officers as observers to any Meeting of the Association.

14. PROXIES AT MEETINGS

- (a) Up to 1 hour prior to any Meeting of the Association, a Member may appoint another Member as its proxy.
- (b) The form of the proxy is to be provided by the Chief Executive Officer and is to be signed by either the Mayor or General Manager of the Council appointing the proxy.
- (c) The Chair of the meeting is not entitled to inquire as to whether the proxy has cast any vote in accordance with the wishes of the Member appointing the proxy.
- (d) Proxies count for the purposes of voting and quorum at any meeting.

15. QUORUM AT MEETINGS

At any Meeting of the Association, a majority of the Member Councils shall constitute a quorum.

16. VOTING AT MEETINGS

- (a) Voting at any Meeting of the Association shall be upon the basis of each voting delegate being provided with, immediately prior to the meeting, a placard which is to be used for the purpose of voting at the meeting. The placard will be coloured according to the number of votes to which the Member is entitled:

Population of the Council Area	Number of votes entitled to be exercised by the voting delegate	Colour placard to be raised by the voting delegate when voting
Under 10,000	1	Red
10,000 – 19,999	2	White
20,000 – 39,999	3	Blue
40,000 and above	4	Green

- (b) The Chairman of the meeting shall be entitled to rely upon the raising of a coloured placard as the recording of the vote for the Member and as evidence of the number of votes being cast.
- (c) Except as provided in sub-rule (d), each question, matter or resolution shall be decided by a majority of the votes capable of being cast by Members present at the Meeting. If there is an equal number of votes upon any question, it shall be declared not carried.
- (d) (i) When a vote is being taken to amend a Policy of the Association, the resolution must be carried by a majority of the votes capable of being cast by Members, whether present at the Meeting or not.
(ii) When a vote is being taken for the Association to sign a protocol, memorandum of understanding or partnership agreement, the resolution must be carried by a majority of votes capable of being cast by Members and by a majority of Members, whether present at the Meeting or not.
(iii) When a vote is being taken to amend the Rules of the Association, the resolution must be carried by at least two-thirds of the votes capable of being cast by Members, whether present at the Meeting or not.

Table of Contents

1. GOVERNANCE	5
1.1 CONFIRMATION OF MINUTES *	6
1.2 BUSINESS ARISING *	6
1.3 CONFIRMATION OF AGENDA	7
1.4 FOLLOW UP OF MOTIONS*	7
1.5 PRESIDENTS REPORT	7
1.6 CHIEF EXECUTIVE OFFICER REPORT	8
1.7 MONTHLY REPORTS TO COUNCILS*	10
1.8 COUNCIL ROUND-UPS	10
2. ITEMS FOR DECISION	11
2.1 CHANGES TO LGAT RULES	11
3. ITEMS FOR NOTING	17
3.1 2016 ANNUAL CONFERENCE.....	17
3.2 ELECTED MEMBERS' WORKSHOP	18
3.3 PLANNING AND BUILDING REFORM	18
3.4 LGAT POLICY UPDATE*	20
3.5 STATE ROADS AUDIT	24
3.6 LOCAL GOVERNMENT REFORM	26
3.7 NATIONAL ACTIVITY	28
3.8 STATE OF THE STATE	30
4. ITEMS FOR DISCUSSION	31
4.1 CONSTITUTIONAL ROLE OF LOCAL GOVERNMENT	31
4.2 LOW INCOME HOUSING AND HOUSING FOR ITINERANT WORKERS.....	32
4.3 WASTE TYRE LEVY	33
4.4 ABANDONED VEHICLES.....	34
5. Other Business & Close	35

* Denotes Attachment



GENERAL MEETING SCHEDULE

- 10.00** **Coffee on arrival**
- 10.30** **Meeting commences**
- 11.00** **John Perry**
 Co-Ordinator General
- 11.30** **Denise Fassett**
 Chair, Tasmanian Health Council
- 12.30 pm** **Approximately, lunch will be provided**

1. GOVERNANCE

The President welcomed Members and declared the meeting open at 10.30am.

Apologies were received from -

Mayor Robby Walsh	Waratah-Wynyard Council
Mr Michael Stretton	Waratah- Wynyard Council
Mayor Greg Howard	Dorset Council
Mr Tim Watson	Dorset Council
Mr Robert Dobrzynski	City of Launceston
Mayor Michael Kent	Glamorgan Spring Bay Council
Mayor Phil Vickers	West Coast Council
Mr Dirk Dowling	West Coast Council
Mr Robert Higgins	Sorell/Tasman Councils
Mayor Daryl Quilliam	Circular Head Council
Mr Tony Smart	Circular Head Council
Mayor Duncan McFie	King Island Council
Mr David Laughher	King Island Council
Mr Andrew Paul	Clarence City Council
Mr Peter Brooks	Glenorchy City Council
Mr Greg Winton	Derwent Valley Council
Mayor Deirdre Flint	Central Highlands Council
Ms Lyn Eyles	Central Highlands Council
Mr Adam Wilson	Central Highlands Council (A/GM)
Mayor Tony Foster	Brighton Council
Mayor Greg Howard	Dorset Council
Lord Mayor Sue Hickey	Hobart City Council
Simone Watson	Huon Valley Council
Peter Brooks	Glenorchy City Council

Prior to the commencement of formal discussions, Mayor Kristie Johnston of Glenorchy City Council advised the following -

I confirm that I have been advised by Council that in a closed section of a Council meeting (15 March 2016), which I was not present at, Glenorchy City Council has, by a majority, resolved that I did not, does not and will not have any delegated power to represent Glenorchy City Council.

Council also resolved that I was to represent Council at General Meetings, hence my physical presence at the meeting today. In the absence of any specific direction or authorisation from my Council in relation to any vote that may be required or any representation to be made on behalf of Council I confirm that in my opinion, and based the information provided to me, I cannot participate in any capacity other than as an observer. I would greatly appreciate if this can be recorded in the minutes and noted on every item where a vote was called for.

1.1 CONFIRMATION OF MINUTES *

Central Coast Council/Waratah Wynyard Council

That the Minutes of the meeting held on 12 February 2016, as circulated, be confirmed.

Carried

Background:

The Minutes of the General Meeting held on 12 February 2016, as circulated, are submitted for confirmation and are at **Attachment to Item 1.1**.

Glenorchy City Council abstained from voting.

1.2 BUSINESS ARISING *

That Members note the information.

Noted

Background:

At Attachment to Item 1.2 is a schedule of business considered at the previous meeting and its status.

Glenorchy City Council abstained from voting.

1.3 CONFIRMATION OF AGENDA

Burnie City Council/Kingborough Council

That consideration be given to the Agenda items and the order of business.

Carried

Glenorchy City Council abstained from voting.

Background:

Delegates will be invited to confirm the agenda for the meeting and the order of business.

1.4 FOLLOW UP OF MOTIONS*

City of Launceston/Break O'Day Council

That Members note the report.

Carried

Glenorchy City Council abstained from voting.

Background:

A table detailing action taken to date in relation to motions passed at previous meetings is at **Attachment to Item 1.4.**

1.5 PRESIDENTS REPORT

PRESIDENT/City of Launceston

That Members note the report on activity since the last General meeting.

Carried

Glenorchy City Council abstained from voting.

Meetings

- Weekly meetings with the LGAT CEO
- Visits to West Tamar and Tasman Councils.
- Participated in the ALGA Strategic Planning Workshop (Feb) and ALGA Board Meeting (March).

- Review of the Local Government Act Steering Committee.
- Mayor Kristie Johnston re GMC vacancy

Events

- Governor's Environment Awards

Media/Communication

- Fortnightly editions of The Pulse
- March edition of LGAT News
- Contribution to LG Focus
- Media on amalgamations, emergency management, letter to editor TasWater/LGAT Budget Submission

1.6 CHIEF EXECUTIVE OFFICER REPORT

Kingborough Council/Clarence City Council

That Members note the report on activity since the last general meeting.

Carried

Glenorchy City Council abstained from voting.

Key meetings and events.

- ALGA Board Meeting
- ALGA Strategic Planning Meeting
- CEO TasWater (regular catch up)
- Cricket Australia re grounds audit
- General Managers' Workshop
- Hosted a breakfast for CEOs from a range of peak bodies to build relationships and partnership opportunities.
- Judge for Volunteering Tasmania Awards
- Local Government Professionals Awards
- Manager and Director Primary Health
- MAV Insurance Board
- Mayor's Professional Development Day
- Meeting of Association CEOs
- Panellist at Engineering Australia Breakfast (Local Government Reform)
- Parliamentary Inquiry Into the Tasmanian Fire Commission
- Planning Taskforce
- Presenter at MAV Risk Conference (Hobart)
- RDA Tasmania Meeting
- Regular Meetings with the Local Government Division

- Road Safety Advisory Council
- Speaker and participant and an inter-jurisdictional forum of Directors of Local Government hosted in Hobart
- Visits to Tasman Council, West Tamar Council and Break O'Day Council

Strategic and Policy Activity

- Feedback on ALGA Budget and Election submissions
- Model Gifts and Benefits Policy review (with the Integrity Commission)
- Preliminary work on Federal Election document
- Preparation for new Local Government ad campaign
- Review of the Local Government Act including participation on the Steering Committee
- Supporting the implementation of the new Code of Conduct provisions
- Working with Australian Institute of Company Directors re Governance Training for Tasmanian Councillors

Media and Messaging

- LGAT Magazine article
- Opinion piece about being a councillor – Mercury and Examiner
- Media releases on Council Cost Index, State Roads Audit, Primary Health
- Media on Roads Audit and CCI, council amalgamations
- Supporting President with correspondence and media

Organisational

- Progression of joint LG Professionals/LGAT position including development of PD, advertisement, secondment agreement and contract. The position was readvertised when only one application was received. Thirteen applications have now been received suggesting it was a timing issue in the large part.
- Review of LGAT Rules as per this Agenda.
- GMC vacancy and related activity.
- Meeting with new Audit Team.
- Performance appraisal/probation review Policy Director.
- Budget preparations.

1.7 MONTHLY REPORTS TO COUNCILS*

Flinders Council/West Tamar Council

That Members note the reports for December 2015, January and February 2016.

Carried

Glenorchy City Council abstained from voting.

Background:

Monthly reports to Councils that briefly outline Association activities and outcomes for the previous months are at **Attachment to Item 1.7.**

1.8 COUNCIL ROUND-UPS

That Members note the presentation being provided by George Town Council.

Noted

Background:

George Town Council have offered to conduct a brief presentation on matters that are of interest in their municipal area.

The session allows time for questions and provides an opportunity to briefly share and highlight problems or opportunities facing councils.

2. ITEMS FOR DECISION

2.1 CHANGES TO LGAT RULES

Contact Officer - Katrena Stephenson

Waratah Wynyard Council/Kingborough Council

1. That pending further advice, the Rules be adopted in full including the amendments (replaced) as opposed to simply adopting the amendments, in accordance with legal advice.
2. Ensure differentiation between motions which seek LGAT to take an action (Directive) and those which are designed to secure a sectoral policy position (Standing Policy).
4. That it be made clear that authority to nominate for GMC must come from a council meeting decision or legal delegation.
5. That the nomination form be incorporated in the LGAT Rules.
6. That it be made clear that the voting delegate can also vote on amended motions at the General Meeting. That the terminology be changed to make it clear this is not a delegation under s22 of the Local Government Act.
7. That there is specific allowance for the suspension of the Rules for Items of Topical Discussion and guest speakers.
8. That references to the Welfare Fund be changed to LGAT Assist.
9. That the Rules reflect the changes that have resulted from the merger of Quadrant Superannuation to Tasplan.
10. That further clarity be provided in relation to the timing of an election triggered by a casual vacancy.
11. The Rule Changes agreed at the 2015 AGM be incorporated in the new/updated Rules document.

Carried

Waratah Wynyard Council/Kingborough Council

- 3 Allow GMC some discretion to reject motions based on agreed criteria.

Carried

Latrobe Council voted against this item.

Waratah Wynyard Council/Kingborough Council

12. That Members agree any modelling to be undertaken on subscriptions for consideration as a Rule Amendment at the 2017 AGM.

Lost

Glenorchy City Council abstained from voting on these three items.

Background

The LGAT Rules were adopted in 2004, with several modifications over the years. These have been:

- **2006:** Amendments to address the selection of proxies when filling a casual vacancy and limiting how long a Vice President can act as President before an election is required.
- **2007:** Amendment to revise subscription arrangements with deletion of some categories.
- **2010:** Amendment to shift the timing of the conference and AGM to July, to avoid conflict with the ALGA National General Assembly and further adjustment of the subscription formula to use Total Assessed Revenue as determined by the States Grant Commission.
- **2011:** Amendment to allow employees of Local Government owned entities to access LGAT Assist (reflecting water and sewerage reform).
- **2014:** Amendment to adjust for electoral reform and a new four year election cycle and to remove the as of right membership of Hobart City Council on GMC when Hobart City Council are not a member of LGAT.

Further, there have been a number of proposals regarding the Rules debated but not supported as motions to the General Meeting including: reducing the number of general meetings, setting a maximum term of four years for the President and moving to one vote per council.

The GMC also considered some other areas for review/amendment but determined that no change was required and the Rules were sufficiently robust with regard to payment of subscriptions/withdrawal without notice; casual vacancy of President and attendance by non Members at General Meetings.

Amendments for consideration:

1. LGAT has had initial advice in relation to another matter that for legal certainty, it would be timely to replace the Rules rather than simply amend them further. This has no impact on the structure, format or content of the Rules.
2. Directive vs Policy Motions
It would be useful from a resourcing and reporting point of view to be able to differentiate those matters which are designed to establish a sectoral position for longer-term advocacy but which do not require substantial (beyond a letter outlining the decision) action from LGAT from those which require prioritisation and resourcing by LGAT in order to achieve a particular outcome.

These two types of motions could be described as Standing Policy and Directive Motions respectively.

Most motions considered at a LGAT General Meeting are directive – for example make submissions, pursue an outcome, have a conversation, investigate options. On some occasions however the motion is posed as a directive but is in an area or at a sphere of Government where LGAT has little influence or opportunity to achieve a direct outcome. Such motions might be better framed as Standing Policy Motions, which could be referred to as appropriate and communicated through the LGAT Website.

Examples of Standing Policy Motions based on previous Meetings could be matters such as Constitutional Recognition, support for the introduction of a waste levy, a stance on compulsory voting, acknowledgement of the impact of climate change, concerns about Super Trawlers, and support for Indigenous recognition.

3. It has been suggested that the following powers should be introduced for the General Management Committee in order to ensure that motions are achievable, relevant to the sector, and are a priority for LGAT to resource in relation to the entire annual work-plan:
 - a. Introduce the ability for GMC to reject motions which have been debated within the last 4 meetings and where there is no significant change in context; and
 - b. Provide the GMC discretionary powers to reject motions which are seeking LGAT to do something which is clearly outside the organisation's or sector's domain or sphere of influence. Such motions may be better framed as Policy Motions.

In addition, when discussing this matter, GMC agreed that LGAT should make procedural changes to improve the relevance of motions including working with councils on possible amendments to motions so that the task for LGAT is clearer and clarifying that motions can be put forward for any General Meeting but that only the July General Meeting allows for time for State Government comment. It was also agreed that the form for submission of motions should encourage consideration of the State wide impact of a motion.

4. Nominations for President/GMC (and 5)

A query has recently been raised about authorisation of nominees to GMC. By way of background:

- Each member is entitled to make a nomination to GMC provided the nominee is from within the same electoral district;
- The nominee does not need to be the voting delegate to the General Meeting or a Mayor;
- The nominator must be authorised to lodge the nomination form on behalf of a member council; and
- Recent legal advice obtained by LGAT indicates that a nomination can only be authorised by Council through a valid council meeting (as per the Local Government Act and related regulations) or through a valid delegation.

The Rules as they stand do direct that a nominee must have the agreement of their council, even when nominated by another council.

The Rules do not indicate how someone is authorised to nominate.

Legal advice on another matter has suggested it is unusual for the nomination form to be left to the Tasmanian Electoral Commission with no appropriate reference or connection to the LGAT Rules. It is proposed this nomination form be updated and incorporated in the LGAT Rules.

The following changes are suggested:

- Clarification that a nomination can only be authorised via proactive decisions at a Council Meeting.
- Pending further legal advice, inclusion of a nomination form, amended to provide similar clarity, within the Rules. We would need to be sure flexibility to amend the nomination form is not compromised.

6. Power of the Voting Delegate

We have had on occasion voting delegates unable to vote on an amended motion because that had not been first considered formally by Council. It is suggested that the voting delegate should have the confidence of Council whereby they can vote on emerging issues so that matters do not have to be held over until the next General Meeting which can be some months away.

Similarly they should be able to represent their councils during 'topical discussions' so that as a sector, we have a reasonable understanding of the likely views on matters being debated. It is suggested the rules be clarified such that voting delegates can vote on amended motions provided the broad intent remains intact.

Further, it may be that the use of the term 'delegate' is confusing in the context of the Local Government Act which does not allow for delegations to individual councillors. It is suggested the term be changed to 'representative' to avoid any confusion.

7. Topical Interest Debates/Speakers.

In the last 12-18 months, LGAT has introduced 'Items for Topical Discussion'. It is suggested that there be a standing suspension of rules for items of topical discussion and for asking questions of guest speakers. This standing suspension could be incorporated in the Rules. This would align the Rules with current practice.

8. Update to recognise LGAT Assist

LGAT administers the LGAT Assist Program, under direction of the LGAT Assist Board, appointed by the GMC. The Rules still reference the Local Government Welfare Fund Board and should be updated.

9. Quadrant/Tasplan

Currently the Rules require GMC to determine the number and select the Employer Directors of the Board of Directors of Quadrant Superannuation Pty Ltd in accordance with the Trust Deed providing for the management and operation of the Quadrant Superannuation Scheme. This needs to be updated to reflect changes in the Tasmanian Local Government Superannuation industry, and in particular the merger of Quadrant and Tasplan.

10. The Rules are not specific on the matter of the timing of filling a casual vacancy because they refer to the General Election Provisions which are on a two yearly cycle. LGAT seeks to make it clear that the process for an election to fill a casual vacancy should commence immediately upon the vacancy arising unless within 6 months of an ordinary GMC election.

11. In 2015 the following motion was carried:

That the Local Government Association of Tasmania Rules 27 Regarding Term of Office of President, be amended that in the event that the President vacates office, the Vice President is to hold the position of President until the next election if within 12 months of an election.

Any Other Matters

12. Subscription determination/ Voting

The issue of voting has been raised in recent times with no support to move away from a population basis aligning with community representation. From time to time the subscription methodology is raised as needing consideration but there have been no motions with regard to the formula since the Rule changes of 2007.

The Rules currently are that each council will be placed within an AAV category according to the reporting in the Annual Report of the State Grants Commission. Each Council in the category pays an equal share of the categories percentage towards the Annual Subscription as determined by the Budget adopted at the AGM.

There are six categories as outlined in the table below.

Total Assessed Revenue Category	Average percent payable by the category towards the Association's annual subscription determined by the budget adopted at the Annual General Meeting
\$	Average %
0 – up to 4.5 million	1.85
4.5 million up to 7 million	2.70
7 million up to 10 million	3.60
10 million up to 20 million	4.10
20 million up to 30 million	4.60
30 million and over	5.10

On occasion a Council will move up or down a category.

In 2007 there was recognition that land valuations had increased considerably and that councils undergoing revaluations were being impacted significantly by the category structure. It was also noted that revaluations of Flinders, Tasman and King Island Councils were likely to have a dramatic impact on the proposed model and subsequent adjustments were made to the proposed structure as a consequence of those changed circumstances.

A net AAV basis had been viewed as the most equitable basis upon which to assign proportionate costs across councils for the operations of the Association. But in relation to the fluctuations a number of possible alternatives were considered ranging from setting subscriptions on the basis of the population of each council through to levying subscriptions on the basis of the relative general rates of councils, net of user charges.

There is sometimes criticism about the lack of alignment between the subscription formula and the voting formula. At present, the Association's voting arrangements are based on population. This recognises the concept of representation rather than a propensity to pay. The voting range (1-4) acknowledges the population of the councils across four categories and provides councils with a vote on Association proceedings in line with the number of people they represent in their municipality.

While a 4-level structure could be considered relatively narrow and inadequate, its origins reflect the fact that a one vote/one council system was not acceptable to the majority of the membership.

This matter has been revisited on a number of occasions but the present system has been agreed by the membership as one which provides a reasonable, if not perfect, level of equity.

The difficulty in any change is that there will be winners and losers and this makes it challenging to settle on a formula that all agree with.

Scenarios considered and rejected in 2007 included a population basis for subscriptions and a general rate basis. In the end a revision of the existing arrangements was agreed to smooth some category difficulties with the expectation that indexed valuations would prevent significant shifts in the future.

In most other jurisdictions the Rules are silent on the formula for subscriptions and are determined by the Board or through a resolution at a General Meeting.

The most common formula (applied in Queensland, NSW and Western Australia at this time) is: Firstly involved the determination of the total revenue requirement from all subscriptions (similar to LGAT) and then the calculation of individual membership using the following elements: a flat fee component (40% of total required revenue required divided by all members); a population based component (30% of total required revenue distributed across population bands) and an expenditure based component (30% of the total required revenue distributed across expenditure bands).

The LGA SA committed to review their formula last year but had been using a population and revenue based formula with a cap so that no Council paid more than three times the average or a five per cent increase related to population and revenue changes in any year.

Any move to a new formula will require some significant modelling and consultation and ample notice of change. It is suggested that if a new formula was agreed at this AGM, it would not apply until 2017-18. Further, given the lean resources at LGAT, that any modelling requirements being contained to a few likely scenarios.

13. Last year Members agreed to a change of Rule 27 to allow for the Vice President to hold the position of President until the next scheduled election in the case of the President vacating office. While the background text referred to "within 12 months of an election" the motion does not. LGAT is seeking clarity on the intent noting that the Vice President is elected around the table of GMC, not by the Members and that the Rule Amendment would mean a Vice President could act as President for more than 12 months (up to two years).

Budget Impact

There will be legal costs associated with preparation of amended Rules and will be funded from the LGAT Budget.

Current Policy

When a vote is being taken to amend the Rules of the Association, the resolution must be carried by at least two-thirds of the votes capable of being cast by Members, whether present at the Meeting or not. Voting on Rule Amendments will be undertaken at the AGM in July 2016.

Strategic Plan:

- Priority Area 1 Strategic Relationships

3. ITEMS FOR NOTING

3.1 2016 ANNUAL CONFERENCE Contact Officer - Stephanie Watson

Devonport City Council/Waratah Wynyard Council

That Members note the report.

Carried

Glenorchy City Council abstained from voting.

Background

From 20-22 July, the 104th LGAT Annual Conference will be held at the C3 Convention Centre in South Hobart. The theme of this years' conference is 'Metamorphosis: A Time of Change and Transformation', Former ABC radio host, Tim Cox, will MC the conference, and will facilitate the Panel Discussion.

On 20 July, a reception will be hosted for delegates at Government House by Her Excellency, the Hon Kate Warner, Governor of Tasmania. RSVPs are essential for this event. A shuttle service will provide return transport from Wrest Point to Government House for guests staying at the hotel.

The Conference Dinner will be held on 21 July in the Tasman Room at Wrest Point.

Confirmed plenary speakers include: highly successful and experienced executive manager and leader, Susan Law, whose experience spans the Housing, Health and Local Government sectors in New Zealand, Australia, South Africa and the United Kingdom; and author and multi award winning faculty member at Harvard Kennedy School's Center for Public Leadership, Dean Williams.

Workshop presentations will cover a range of topics including community engagement, spatial data technology, procurement, digital futures, being a change champion and investing in your community.

A block booking of rooms is being held at Wrest Point for delegates who wish to stay overnight. Accommodation bookings are required by 20 June and can be made online at <http://bookings.ihotelier.com/bookings.jsp?groupID=1511130&hotelID=11382>

The conference program will be available in early May.

Budget Impact

Full conference and dinner registration will cost \$800 (incl GST).

Councillors and staff from King and Flinders Island Councils are encouraged to utilise the Bass Strait Subsidy to help offset travelling expenses.

Current Policy

Strategic Plan: Priority Area 5: Sector Capacity

3.2 ELECTED MEMBERS' WORKSHOP

Contact Officer - Stephanie Watson

Devonport City Council/Waratah Wynyard Council

That Members note the report.

Carried

Glenorchy City Council abstained from voting.

Background

The Association held a successful two-day Elected Members' Weekend Workshop from 20-21 February at Wrest Point, in Hobart. The workshop was attended by 46 elected members from 21 councils.

The weekend's agenda included sessions on burying the hatchet with council colleagues, community engagement, the new Tasmanian planning scheme, the relationship with the general manager, managing conflicts of interest and an information session on the NBN.

Participants enjoyed the opportunity for further networking over dinner at the Hotel Grand Chancellor's Restaurant Tasman.

A great deal of positive feedback was received from delegates about the speakers, the topics and the overall value of the weekend.

Budget Impact

The registration fee for members covers the cost of running the workshop.

Current Policy

Strategic Plan: Priority Area 5: Sector Capacity

3.3 PLANNING AND BUILDING REFORM

Contact Officer - Dion Lester

Devonport City Council/Waratah Wynyard Council

That Members note the progress of the State Government's Planning & Building Reforms and the key issues for the Local Government sector.

Carried

Glenorchy City Council abstained from voting.

Members requested that the Association advocate that the Building reform roll out date be no earlier than 1 January 2017 to allow councils time to implement the appropriate processes that will be required.

Planning Reform

The State Planning Provisions (SPPs) of the Tasmanian Planning Scheme were publically exhibited in mid March, with the period for comments closing on the 18th May. After this period the Tasmanian Planning Commission (TPC) will have a three month period to undertake hearings and produce a report for the Minister on the SPPs, representations and any recommendations for modifications to the SPPs as a result of its assessment.

This period can be extended at the discretion of the Minister, however at this time it is not expected the Minister will exercise this discretion.

It is anticipated that the TPC will only have the resources and time available to deal with critical/urgent issues (such as legal or technical flaws) and priority concerns in the SPPs. The remainder of matters raised will likely be dealt with in subsequent amendments to the SPPs.

LGAT is running three full-day regional workshops throughout April (with Council Planners) to run through the SPPs and to capture collective concerns to inform a whole of sector submission.

In addition LGAT is meeting regularly with the Department of Justice and the TPC to discuss the process and also concerns being raised by the sector. It is hoped this early engagement (prior to the hearings) will aid the TPC in understanding and appreciating the key issues for the sector.

In addition LGAT is co-hosting two special interest workshops (on stormwater and natural assets) to discuss the State Codes that deal with these issues.

Councils will need to start considering their Local Provision Schedules very soon and LGAT is in discussions with the Department of Justice as to what support can be provided to Councils in this process.

Key Issues:

- The period the TPC has for undertaking the hearings and reporting on the SPPs is extremely short in the context of the period of time undertaken for the Interim Planning Scheme hearings through 2014 and 2015.
- The truncated timeframe for hearings and reporting will severely limit the TPCs ability to deal with all matters raised during the exhibition phase.
- The development of Local Provision Schedules needs to commence very soon and this is likely to require significant resources.
- Local Government will bear the brunt of implementation and community angst in relation to the new provisions.

Building Reform

LGAT notes that the level of direct engagement, consultation and responsiveness from Building Control (Department of Justice) with Local Government in relation to the Building Bill to date has been impressive and well received. The team responsible should be commended for its efforts.

However, there remain a number of concerns from the sector and in early April LGAT wrote to each member of the Legislative Council to outline those concerns, being:

- Increased compliance work and an anticipated reduction in funding/resources to undertake it. It is likely there will be an increase in the compliance burden coupled with an anticipated reduction in revenue as any compliance activities that involve property owners who have not complied with the new requirements, for example having category 3 work carried out without sign off from a building surveyor, will fall to Council. This will require investigative resources and currently there is no provision for these costs to be funded.

- **Liability Issues** - The proposal is for a more complex system that incorporates self-regulation and given the sweeping changes there is general concern that the chances of industry embracing the change is low and this may have adverse effects on consumers, community and councils. Councils won't know what they won't know in terms of industry notifying categories of work appropriately. If categorisation of work and notifications are not in fact undertaken properly, there will be flow on effects through the new system, with adverse impacts such as councils' ability to provide reliable and accurate s337 certificate information. This could lead to liability problems. Greater legislative protection alongside adequate training and compliance work is required to ensure this does not become a problem.
- **Timeframe for implementation** - previously councils have sought a six month implementation period. Building Control (Department of Justice) has indicated that if the legislation is passed in the April sitting session it will likely come into effect on 1 July 2016. This will place substantial pressure on councils to complete transitional arrangements, particularly in the case of having to transition digital platforms etc.

At the time of writing it had not been confirmed if the Bill would pass through the April Parliament sitting period or be held over until late May.

Budget Impact

Being undertaken within current resources, noting this currently forms a significant workload.

Current Policy

Strategic Plan:

- Priority Area 1: Strategic Relationships
- Priority Area 2: Sector Profile & Reform
- Priority Area 5: Land Use Planning & Environmental Sustainability

3.4 LGAT POLICY UPDATE*

Contact Officer - Dion Lester

Devonport City Council/Waratah Wynyard Council

That Members note the report on current policy activity and in particular that:

- **LGAT have recently commenced a shared energy contract re-negotiation on behalf of interested councils**
- **There has been no response from the State Government on the Waste Tyre Working Group's initial report.**

Carried

Glenorchy City Council abstained from voting.

Energy Contracts

LGAT recently put out a call for anyone interested in participating in a shared process to re-negotiate energy contracts for Councils with contracts ending 30 June 2016.

Contract energy prices are currently facing significant increases as a result of Hydro energy storage dropping to unprecedented lows and the prolonged outage of the Basslink cable. Councils coming out of energy contracts in the next six month period are likely to experience price increases of around ten per cent.

The goal is to share the cost of the consultancy and get the best possible energy price by aggregating consumption.

The first stage is underway, involving the consultant accessing council's energy consumption data from the retailer in order to provide a quote for negotiating the new energy contract.

Workforce Planning

Skills Tasmania has appointed the Centre for Local Government at the University of Technology Sydney, in partnership with LGAT, Waratah-Wynyard, Circular Head and Burnie Councils to improve sector understanding of the benefits of workforce planning and build capacity to better workforce plan.

The key outputs from the project are:

- A workforce planning 'how to' guide for Local Governments in Tasmania (June 2016)
- A two-day capacity building program for senior staff to develop a workforce plan (September 2016).

The first phase of the project is now complete and has involved three regional half day workshops to explore the benefits of workforce planning, identify key workforce challenges and discuss elements to consider during the development of the Tasmanian Workforce Planning Guidelines.

It is anticipated the draft guidelines will be available in July.

Waste Tyres

The issue of the used tyre stockpile at Longford was raised at the October 2015 PLGC meeting. It was agreed at this meeting that Minister Groom, in his capacity of Minister for the Environment, would meet with the Northern Midlands Council to discuss the way forward.

Minister Groom formed a working group to discuss options for dealing with the issue.

The working group was made up of representatives from:

- Tyre Stewardship Australia
- The Northern Midlands Council
- The Local Government Association of Tasmania
- The Environment Protection Authority
- State Government (Chair Sarah Courtney)

The Working group considered and provided recommendations in relation to three separate matters:

- How tyres in the current stockpile at Longford can be disposed of appropriately and cost effectively;
- How disused tyres should be managed into the future; and
- What regulatory reform is needed to tackle this issue.

The interim report from the working group was provided to Minister Groom in mid-December. At the time of writing no response, beyond an offer to meet, has been received.

It needs to be recognised that while Tasmania has low volumes and in the foreseeable future no solution will be economically viable, we still require an appropriate disposal method to address this significant environmental issue.

Health

In early January the State Government released a Consultation Draft of the Healthy Tasmania Five Year Strategic Plan, which poses questions about a proposed new approach to preventive health in Tasmania, including the Government's priority areas for action and related initiatives that could be immediately implemented.

The Strategic Plan notes that "Local Government is a key to enabling a whole of community, whole of government approach to improving the health of Tasmanians".

LGAT provided a comprehensive submission on the Strategic Planning, providing some overarching comments, and including:

1. Information about the role of Local Government in enabling community health and well being;
2. Material that relates to successful and workable approaches to solving complex problems; and
3. A response to a number of the key questions and proposed initiatives.

In summary LGAT commended the Tasmanian Government for its goal to make Tasmania the healthiest population in Australia by 2025. However, we noted the target is ambitious and will require significant investment, planning, collaboration and support to be achieved.

The Strategy would be significantly enhanced if there was an increased emphasis placed on the benefits of a Social Determinants of Health and collaborative approaches to effectively delivering the desired health outcomes and how that might be done well.

In addition, while sectors such as Local Government are already participating in the delivery of health and wellbeing outcomes and may be willing to take on a greater role, the underlying issue of resourcing remains a challenge. Like many other organisations working to increase the health and wellbeing of communities, councils do not have the capacity to continue to take on a greater role without being resourced to do so.

Since the submission a number of LGAT staff have had meetings with key senior managers within DHHS to discuss these matters.

State Emergency Services Volunteer Funding

LGAT appeared before the Parliamentary Standing Committee Inquiry into the State Fire Commission on 2 March 2016. This followed a submission from LGAT into the Inquiry which focussed on proposed changes to the funding of the State Emergency Services (SES) including the potential move to a centralised funding model which has been the subject of discussion with Councils since July last year.

At the time of writing, the Parliamentary Standing Committee was expected to table its report on the Inquiry into the State Fire Commission in Parliament on Thursday 7 April 2016.

Separately, a working group chaired by the Tasmanian Fire Service (TFS), and involving members from LGAT, TFS, SES and TFS Corporate services has been established to explore options for the centralisation of SES volunteer services and the funding for State Emergency Service volunteer assets and resources.

Based on previous consultation with councils there is general support for a move away from the funding of the SES units at the municipal level to a more centralised model.

Once all of the information is made available and if a centralised model is agreed, there will need to be broad consultation on how such a model will work. Councils will continue to be consulted on the project and will be informed about the findings of the Audit and the Inquiry.

Cat Management Plan

The Tasmanian Government has committed to developing a Tasmanian Cat Management Plan. The draft plan is almost complete and will be released to stakeholders for comment in the coming weeks. LGAT will coordinate a sectoral response.

The plan aims to outline ways that Cats can be better managed in Tasmania, with key areas of focus being domestic, stray and feral cats, the breeding of cats, cat-borne diseases, environmental, agricultural and human health impacts.

A working group including Local Government is likely to be established in the near future to begin discussions around the roles and responsibilities of the different parties in the management of Cats.

National Procurement Network

The National Procurement Network (NPN) connects procurement services offered by Local Government Associations in all states and territories to provide national programs where it is beneficial to combine the purchasing power of councils Australia-wide. The NPN is a not for profit group that operates in the best interests of member councils.

The most recent National Procurement Network meeting was held in Brisbane on 17 and 18 March 2016. The meeting included discussion about future planning for new national contracts. LGAT is a member of the NPN and Deborah Leisser attended the meeting.

Use of NPN contracts allows councils to purchase goods and services without having to go out to tender themselves for the products – they can use a simple online RFQ process. In addition, councils are able to purchase goods locally.

Use of NPN contracts has been shown by a number of Tasmanian councils to save the councils significant money on the goods, and also time with the tender and RFQ process. In a 12 month period a number of councils have saved enough to more than cover LGAT membership fees.

Tasmanian Integrated Freight Strategy

The Tasmanian Government released its draft Tasmanian Integrated Freight Strategy in early 2016 for consultation. The draft Strategy identifies 33 key policy positions and actions, across four key areas:

- Supporting competition and service choice across Bass Strait and beyond.
- Efficient freight gateways.
- High-standard, responsive land freight connections.
- Delivering a single, integrated freight system.

LGAT tendered a submission on behalf of councils, voicing broad support for the development of an integrated freight strategy to optimise coordination of freight planning and investment across the State and emphasizing the need to acknowledge the significance of the local road network and associated critical infrastructure within the state-wide land freight network.

The submission also highlighted the need for Local Government involvement in regional and corridor planning, the importance of aligning transport hubs, industrial areas and major freight routes and taking into account the value of the State's ports.

A copy of the draft Strategy can be found on the Department of State Growth's website: http://www.stategrowth.tas.gov.au/data/assets/pdf_file/0003/127434/Draft_Tasmanian_Freight_Strategy_Part_1.pdf

At Attachment to Item 3.4 is a copy of the LGAT submission.

Budget Impact

Being undertaken within current resources

Current Policy

Strategic Plan:

- Priority Area 1: Strategic Relationships
- Priority Area 3: Financial sustainability
- Priority Area 4: Sector capacity

3.5 STATE ROADS AUDIT

Contact Officer - Melanie Brown

Devonport City Council/Waratah Wynyard Council

That Members note the following report.

Carried

Glenorchy City Council abstained from voting.

Infrastructure Tasmania Roads Audit

Infrastructure Tasmania recently released its audit of the Tasmanian Road Network. The audit involved a review of systems and processes to understand the arrangements and practices used by the various road managers, (including State and Local Government, and third party owners such as Hydro Tasmania) and the processes they use to prioritise their expenditure, procure resources and manage their assets.

A number of recommendations were made in relation to management of the road network going forward, some of which involved Local Government to a greater or lesser extent.

Key observations

- The Parks and Wildlife Service (PWS) of the Department of Primary Industry Parks Water and Environment (DPIPWE) has limited in house capacity and capability to execute its road management function. Its prioritisation of works on key tourist roads is a sound strategy as is seeking to negotiate new ownership for these roads.

A risk for PWS is the potential for maintenance tasks and safety issues on the remainder of its network. It is proposed that PWS expedite its review of these roads and that in the longer term consideration be given to the possible transfer of the PWS road network to State Growth.

- Local Government has significantly improved its capacity to manage its road network over recent years. It continues to require additional funding for maintenance backlogs but better planning processes across its networks is allowing for targeted prioritisation and overall improvement. This is particularly apparent with bridges where councils have been working collaboratively with the State Government in response to heavy vehicle reform.

The audit proposes a process for councils to identify and trade roads with the State Government to improve efficiencies across both road networks.

Key recommendations likely to affect/involve Local Government:

1. In relation to the Department of State Growth:
 - That a process be established to clarify and resolve the uncertainty around road management functions related to line marking, traffic lights, street lighting and bus stops.
2. In relation to the Parks and Wildlife Services (PWS):
 - That the prioritisation on upgrading and resolving long-term ownership and management of high-use tourist roads be continued.
 - That where those road ownership arrangements involve State Growth, or where that agency could assist with packaging a trading of roads with local government, the process be expedited.
 - That PWS allocate the additional resources necessary to expedite the assessment of the roads transferred from Forestry Tasmania and take the actions necessary, including road closures or erecting barriers, to manage risk and improve safety.
 - That longer term consideration be given to whether the management of the PWS road network should be transferred to State Growth to ensure that the necessary expertise in managing the network can be provided.
3. In relation to Local Government specifically that:
 - Councils continue to work cooperatively to enhance the overall capacity and capability of its resources involved in asset management and network planning.
 - A period of six months will apply to the identification of Local Government roads that could be 'traded' to the Tasmanian Government.
 - The trade process to adopt cost-neutrality for all parties as a fundamental principle.
 - In the 12 months following the 'trade period', State Growth details a program of priorities for completing road-trades.

- The Department of State Growth and the City of Hobart conclude the agreement to transfer the Macquarie Street/Davey Street couplet to Tasmanian Government ownership on the basis of cost neutrality.
- The Department of State Growth and the City of Launceston commence discussions on the arrangements and timing for a transfer of the Wellington Street/Bathurst Street couplet to Tasmanian Government ownership on the basis of cost neutrality.
- Councils take a strategic approach to planning on their road networks through collaborative decision making on infrastructure priorities that support and enhance economic development both regionally and state-wide.

Budget Impact

Does not apply.

Current Policy

LGAT has been lobbying the State Government for resolution to the issue of ownership and maintenance of former forestry owned roads since 2014.

Strategic Plan:

- Priority Area 2 Sector Profile and Reform;
- Priority Area 4 Sector Capacity

3.6 LOCAL GOVERNMENT REFORM

Contact Officer - Katrena Stephenson

Devonport City Council/Waratah Wynyard Council

That Members note the following report.

Carried

Glenorchy City Council abstained from voting.

Mergers/Resource Sharing

Further to the report at the February 2016 General Meeting – a number of scenarios are being modelled in the South including a greater Hobart Council and greater South Eastern Council and various combinations and strategic resource sharing.

The Northern region had scoped a benchmarking proposal as a precursor to exploring resource sharing on a regional basis and the North West region has signed an MOU with the State Government in regard to modelling regional resource sharing.

Both the North and North West regions were asked by the Minister to consider extending any feasibility studies to include merger studies but broad agreement could not be reached at this time.

Review of the Local Government Act

The Review of the Local Government Act has commenced with two meetings of the Steering Committee, which includes the LGAT CEO and President. The focus of the first meeting was to agree on the scope of consultation. The review is to be targeted, focussing primarily on roles and responsibilities and some electoral matters.

The Steering Committee agreed it was important not to 'throw the baby out with the bathwater' and that a "corporate" governance model should be retained whereby the elected representatives operate as a board of non-executive directors chaired by the mayor.

The second meeting was to review the draft discussion paper and consider additional consultation mechanisms such as reference or advisory groups. It is anticipated the discussion paper will be released for public feedback at the end of April.

Code of Conduct

The sector has just provided feedback on the Regulatory amendments and draft state-wide Code of Conduct for Councillors which will support the implementation of legislative amendments made last year. The legislation is due to commence on 13 April.

The Local Government Division are currently updating their website to include information on how to make a code of conduct complaint (with a complaint form template) and will provide the following:

- General information sheet relating to the new process and transitional provisions (attaching process flow-chart);
- Information sheet for general managers (what to do when a complaint is received, including time requirements);
- Information sheet relating to the model code of conduct legislative requirements;
- Information sheet relating to the transitional provisions; and
- Information sheet for elected members (the model code of conduct etc).

The Director will write to all councils regarding commencement and directly provide all information sheets. He will also provide advice relating to the requirement to adopt the model Code of Conduct within three months.

LGAT has been working with the Integrity Commission with regard to our model Gifts and Benefits Policy and is in the process of updating it to ensure it complies with requirements under the new legislation and also deals with the issue of conferences which has come up recently. This will be provided to Councils in the near future.

Boards of Inquiry

There are still two Boards of Inquiry underway. The first, Huon Valley Council has reached the point where a report was provided to the Minister and on 10 March was provided to the parties for 2 weeks for comment/reply.

The second, Glenorchy is on hold pending the outcome of a Supreme Court case lodged by an individual councillor challenging the process.

Budget Impact

Does not apply.

Current Policy

Strategic Plan:

- Priority Area 2: Sector Profile and Reform

3.7 NATIONAL ACTIVITY

Contact Officer - Katrena Stephenson

Devonport City Council/Waratah Wynyard Council

That Members note the following report.

Carried

Glenorchy City Council abstained from voting.

Federal Election Campaign

As reported at the February 2016 General Meeting, the Australian Local Government Association (ALGA) with the State Associations, has been working on the development of a Federal Election Document.

The production timing has been escalated to allow for a July election should that eventuate.

There is strong alignment between ALGA's Election Document (Local Government's Plan for an Innovative and Prosperous Australia) and ALGA's submission to the Federal Budget.

The Key Priorities are:

- Restoration of the indexation of Financial Assistance Grants (FAGS) and an increase in their quantum linked to a fixed percentage of Commonwealth taxation revenue;
- A freight strategy supported by targeted investment and permanent doubling of Roads to Recovery;
- Investment in community infrastructure; and
- Support for councils to work with local business and communities to implement local and regional climate change plans.

ALGA secured supporting analysis which has mapped the cumulative Gross Domestic Product (GDP) benefit for each of the key priorities, as well as the annual employment benefit. If all were adopted the cumulative GDP benefit by year three would be \$7.463 billion matched by 19,300 jobs.

At the March ALGA Board Meeting, it was agreed that there would not be a national advertising campaign related to the election document. ALGA will provide the document to all Federal politicians, all major political parties and delegates to the National General Assembly. It will also be provided to all Mayors and General Managers in conjunction with State Associations.

LGAT is currently developing a Tasmania specific supporting document and it is intended that both will be provided to Councils after the General Management Committee meeting in early May. Councils will be encouraged to promote key priorities to all local candidates and where possible localise the initiatives.

For example, councils can promote the need for a Community Infrastructure Program at the national level and identify specific projects in the municipality that could be funded under the program.

In addition to the Federal Election Document, ALGA has worked with a range of key like minded and influential national organisations on a joint infrastructure statement to publically advocate for continued Commonwealth funding into infrastructure and this too will be launched in the lead up to an election.

ALGA Strategic Plan

On the 17-18 February 2016 the ALGA Board convened a facilitated strategic planning meeting to progress implementation of the current strategic plan (2014-17), and to identify actions for the 2016-17 Action Plan. There have been some clear shifts in Federal policy priorities and so for example, there is no need to continue to specifically reference the White Paper of the reform of the Federation and the White Paper on Taxation as they have fallen prey to a change in leadership.

It was agreed it was important to reflect a focus on innovation and digital transformation (related to productivity improvements) going forward.

It was recognised there had been some key achievements by ALGA over the last 12 months particularly in relation to raising the profile of Local Government at the Federal level including participation at key COAG meetings and the doubling of the Roads to Recovery funding to offset the Financial Assistance Grants indexation freeze.

The core priority areas for action by ALGA are:

- Local Government finances;
- Roads, and other transport and community infrastructure;
- Improving the natural and built environment;
- Regional equity and regional development;
- Community resilience and sustainability;
- Collaboration and connectivity;
- Whole of government collaboration; and
- Strengthening democratic processes.

Budget Impact

Does not apply.

Current Policy

Strategic Plan:

- Priority Area 1 Strategic Relationships;
- Priority Area 2 Sector Profile and Reform.

Burnie Community House run a drug user's needles/syringe exchange program quite successfully.

Sandra advised that Simon and Chris speak with Cor Vander Vlist and Madeline McKinnell in Environmental health to see what is needed to allow the Community House to run a similar program as Burnie.

(g) Housing Choices Tasmania (HCT) Report Kathryn Robinson

Kathryn advised that anyone who has lost a home or is homeless due to the recent floods should go to Housing Connect. Grants will be available to residents and support projects during July and August.

(h) Community Housing Report (Grove Street) Reuben Ellenberger

No report provided.

(i) Department of Housing Report No Representative Attended

No report provided.

(j) Community Reports Barry Isaac/Garth Johnston

Penguin Neighbourhood Watch AGM is being held on Thursday 7 July. Garth will contact Barry Isaac of the Turners Beach Neighbourhood Watch and give some assistance.

Penguin are now happy with the changes in the Main Road and are happy with the communications from the Council.

(k) Central Coast Community Shed John Deacon

The Men's shed is continuing to support its members and anyone who needs assistance with men's health issues. Members had mystery bus tour to Launceston. The AGM is on Monday 4 July at 1pm. Have done some jobs for the Richmond Fellowship. The Community Shed has been successful with obtaining grants and one is to be used to replace the roof on the shed extensions.

5 OTHER BUSINESS

The Mayor and Sandra have spoken to Glen Lutwyche from the Ulverstone High School on the introduction of years 11 and 12 to the school. He advised that the building and construction courses will remain at Don College.

John Deacon advised that the Ulverstone Judo club is planning to introduce an indigenous class to their program. John is to send some information to Deb so it can be passed onto other committee members.

Insp. Le Fevre advised that a member of Council seek an invite to attend a debrief on the floods that is being held soon.

Kim Turalie is undertaking Debbie's role while she is on leave.

A question was put to Insp. Le Fevre regarding the dumping of/burnt out vehicles on the side of the road. There is a process that needs to be followed and this maybe the hold up in some cases of vehicles not being removed for some time. Sandra is to follow up with Cor.

There are concerns of the Bandidos Outlaw Motorcycle gang setting up in Devonport or in other areas along the coast and the police would like anyone to contact them with information if this group is establishing themselves in our area.

**(c) Central Coast Chamber of Commerce & Industry
Report (CCCCI)**

Libby Dobson

There have been some comments from business in West Ulverstone with concerns over the loss of car parking spaces. Paul Breden has advised that changes have been made after discussing with West Ulverstone business. Changes also have been made after discussions with Penguin businesses in relation to the Penguin CBD.

(d) Primary Health Report

Julie Milnes

No report provided.

(e) Education (all schools) Report

Glen Lutwyche

No report provided.

(f) Ulverstone Community House

Simon Douglas

Simon reported that there are changes for the Community House. They are currently running life skills and family support programs. The Community House has received a grant for an arts project and will work with disengaged youth. Simon advised that the Active Pathway stickers along the path in front have been removed.

Melissa advised these are to be replaced by Bicycle Network Victoria.

Simon introduced his guest to the meeting. Caress Jeffrey is working on a Needle Exchange Program. The program provides new clean needles including the yellow sharps container free of charge although used needles cannot be disposed of at the House. Caress spoke on the stigma attached and the implications it has on a community if there are not adequate drop off points for the disposal of needles/syringe by drug users.

3.8 STATE OF THE STATE

Contact Officer - Katrena Stephenson

Devonport City Council/Waratah Wynyard Council

That the Members note the following report.

Carried

Glenorchy City Council abstained from voting.

Background

On 9 March 2016 the Premier provided his annual State of the State address to Parliament.

From a Local Government perspective there were no surprises with reference to modelling amalgamation and resource sharing; roll out of the Tasmanian planning scheme and mapping the freight task through the Integrated Freight Strategy.

Other main points included:

- The challenges of the recent fires, Basslink outage and energy crisis;
- A predicted budget surplus;
- A focus for 2016 on health, education , skills and the vulnerable;
- Commitment of \$28.5M to a fuel reduction program;
- The formation of the Tasmanian Energy Security Taskforce;
- The impending (mid year) report into potential irrigation schemes;
- Looking at how to identify future skilled worker needs and making it easier for small businesses to employ apprentices or trainees;
- Implementation of the One Health system including continued work on Royal Hobart Hospital renovations and changing the Mersey Hospital to a 23-hour elective surgery facility;
- Continued work on the extension of high schools to year 11 and 12;
- Redesign of the child protection system; and
- Changes to the Aboriginal eligibility test.

The next major update from the State Government is through the Budget process. This will be tabled in Parliament on Thursday 26th May 2016.

As with past years LGAT will attend the budget lock-up and disseminate a summary of key points to councils the same day.

Budget Impact

Does not apply.

Current Policy

Does not apply.

4. ITEMS FOR DISCUSSION

4.1 CONSTITUTIONAL ROLE OF LOCAL GOVERNMENT Council - Northern Midlands

This area is currently being considered by ALGA and it was determined this was the best forum.

The Northern Midlands Council is seeking support for the development of a consistent basis for determining whether a particular function is best carried out by Local, State or Federal Government.

With overlapping rules and responsibilities amongst the three tiers of government, the development of a consistent basis is not only appropriate, but necessary for Local Government to be effective. The inter-relationships must be responsive to all government agencies operating at the local level.

Subsidiary principle:

The “subsidiary” principle means that services should be delivered by the lowest level of government that has the capacity to effectively deliver them. While some functions may be best undertaken at a regional, State or Federal level of governance, higher levels of government should not perform functions that can be provided at a lower level.

The breadth of Local Government functions appears to be increasing, precipitated through Local Government responses to changing community needs, increasing community expectations and devolution of functions, particularly from State Government.

It is believed that we need to consider the current functions and how those may change in future. We need to review functions and give consideration to extending the role of local government into areas where it could effectively deliver on effective service.

The norm/trend is for higher tier levels of government to devolve functions to Local Government without devolving the necessary revenue capacity.

LGAT Comment

The future role of Local Government is an interesting and important conversation. It was anticipated that there may have been opportunity to progress such a discussion under the Reform of the Federation White Paper and the Taxation White Paper processes which have fallen by the wayside of leadership changes at the Federal Level and a likely early election.

The sector's ongoing and future role is certainly a key consideration in relation to major reform agendas - with a potential for conflict between economic and efficiency and drivers for place based service delivery.

It should be noted that this matter has previously been considered and carried at both the July 2015 LGAT General Meeting at the ALGA 2015 National General Assembly. In February 2016 LGAT reported that given the Federal Review processes had lapsed and with ALGA's watching brief we would remove this from the follow up of motions report.

It will be difficult to form a directive action for the LGAT at this time, however it may be worth forming a broad policy statement through a motion to a General Meeting. This would then provide the imprimatur for LGAT to respond opportunistically to emerging agendas under the Turnbull Government and/or in a post election environment and at the ALGA Board Table.

This might include consideration at a high level in our Federal Election document.

This is an ongoing debate which is evolving. We already know following COAG's meeting of 1 April that there will be more work on tax reform (a more efficient federation for all Australians), including interest in tax sharing and responsibility reallocation.

It will be important that Local Government is a key part of those conversations and the ALGA President has already secured agreement that ALGA may contribute to the Treasury Task Force.

ALGA will continue to engage nationally and it will be important for our sector to provide informed feedback to them as the conversations progress.

4.2 LOW INCOME HOUSING AND HOUSING FOR ITINERANT WORKERS

Council - Northern Midlands Council

This matter will be raised by the CEO at the State Government level with a motion formulated to be taken to a PLGC meeting for consideration.

Like many regional areas, the Northern Midlands Council relies heavily on tourism and agricultural/ horticultural farm sectors for its economic prosperity.

To service these sectors, the state has long been an attraction for backpackers and itinerant farm workers.

Accommodating backpackers and itinerant farm workers in safe and appropriate forms of accommodation has become a matter of importance for the Northern Midlands and we believe for the state.

The Northern Midlands Council believes the State Government needs to undertake greater strategic planning to cater for the housing needs of itinerant workers. Support, guidance and funding should be provided to local authorities to develop local and regional housing strategies that makes particular provision for itinerant workers.

LGAT Comment

This issue was also raised at the March General Manager's Workshop. LGAT had contemplated raising it through PLGC but following discussions with the Local Government Division have decided in the first instance to raise the issue with the Secretary of the Department of Premier and Cabinet for discussion through the Interdepartmental Committee.

4.3 WASTE TYRE LEVY

Council - Northern Midlands Council

The President advised that this matter will again be on the next PLGC meeting agenda and that it is also being picked up at a State and Federal level as it's a problem nationally.

No regulated tyre levy exists in Tasmania for end of life tyres ((ELT's), around 300,000 400,000 ELT's are generated each year in Tasmania. It is understood that at the point of sale, the retailer charges a fee to collect and dispose of the end of life tyre, estimated to be \$2.50 to \$8.00 per tyre.

Most end of life tyres are currently collected by a single operator and stockpiled in the Northern Midlands municipality.

As at 20 December 2016, no further end of life tyres will be accepted at the current stockpile. Council is concerned that by that date the current stockpile will exceed one million end of life tyres, with no viable solution to their recycling evident.

With no alternative stockpile site identified and approved, to our knowledge, retailers may have to:

- Stockpile end of life tyres on their own site;
- Gain EPA approval to transport end of life tyres to an as yet unknown destination;
- Require purchasers to take their old tyres, with this likely to lead to further loads on existing landfill sites and potentially illegal dumping.

A number of potential operators have proposed pyrolysis based solutions for recycling end of life tyres. However, these are yet to be commercially proven in Australia and no such plant has been developed at this time. All will require payment with each ELT.

One solution is chipping end of life tyres and export of the chips. A national firm, representing a number of national retailers as part of a tyre stewardship scheme, recently chipped and exported some 300,000 ELTs from the stockpile in the Northern Midlands.

Industry based solutions, such as the tyre stewardship scheme are not universally adopted in Australia, leaving a substantial volume of end of life tyres stockpiled or otherwise unaccounted for.

Northern Midlands Council believes the only practical solution is State Government intervention through legislation to require accurate accountability for every tyre brought into Tasmania and to fund its ultimate disposal.

The income generated from a legislated levy would be used for the collection of tyres, distribution to recyclers and research and development. This is an opportunity for Tasmania to lead in environmental sustainability.

LGAT Comment

This matter remains in the PLGC Agenda and we anticipate an update from the State Government at the May PLGC meeting.

4.4 ABANDONED VEHICLES

Council - Glenorchy City

It was requested by the President, that the General Managers discuss this matter further with a view to tabling a possible course of action that may be progressed by the Association.

There has been a significant increase in abandoned vehicles being left in municipalities with no logical place to store and recycle.

With the current situation that scrap metal merchants are generally no longer accepting abandoned vehicles due to the depressed market and that anecdotally there appears to be a rise of abandoned vehicles being reported by at least one other Council (New Norfolk – Derwent Valley), this appears to be a growing issue across Tasmania.

Based on one vehicle a week at \$125, the cost to Glenorchy City Council is potentially going to be around the \$6,500 mark as part of its current disposal arrangements (this used to be a free service and prior to November 2015 Council were averaging one vehicle a month).

Anecdotally, Council has received information that tow truck operators are abandoning derelict vehicles in remote areas to avoid storage costs.

Also with respect to valuable airspace in municipal waste disposal cells, abandoned vehicles are not easily disposed of.

Under section 45(2) and (4) of the Local Government (Highways) Act 1982:

... article includes a vehicle or trailer, a part or component of a vehicle or trailer, and the carcase of an animal ...

Where it appears to the corporation that an article has, without lawful authority, been abandoned on a highway under local management, it may remove the article from the highway

Where it appears to the corporation that an article has, without lawful authority, been abandoned on a highway under local management, it may remove the article from the highway

Notwithstanding the discretionary element above, section 45(13) goes on to state:

The expenses incurred by the corporation under this section in respect of an article shall be regarded as expenses incurred by it in the exercise of its duty to maintain the highway from which the article was removed.

Section 21(1) covers that duty in brief:

Subject to this Act, the corporation of a municipality is charged with the duty of maintaining the local highways in the municipality that are maintainable by the corporation as shown on its municipal map, and, in any particular case, it shall discharge that duty in such manner as, having regard to all the circumstances of the case, it considers practicable and appropriate.

In short, whilst Councils are not mandatorily required to remove abandoned vehicles, being charged with the duty of maintaining the municipality's local highways, it would be difficult for a Council not to.

Is this a growing concern for other municipalities and is there scope for a cost-effective interim storage solution for affected Councils?

LGAT Comment

LGAT has not looked at this issue since 2011. At the time, following consultation with councils we noted that there are differences in the enforcement approaches adopted by Councils depending on whether the vehicle is abandoned on a road or private land. That is, the approach is not standardised.

Councils currently manage this issue through a number of methods including:

- Nuisance and Abatement provisions under Division 6 of the *Local Government Act 1993* (particularly in s199 (e) “constitutes an unsightly article or rubbish” or section 199 (b) causes, or is likely to cause, a risk to public health”);
- Management under the Planning Scheme (eg. West Tamar Council); and
- Management under related By Laws (eg. Brighton Council 'cleanliness of premises' by law

Feedback from councils indicates that application of Nuisance and Abatement provisions under Division 6 of the *Local Government Act 1993* appears to be the most successful approach however can be open to challenge.

5. OTHER BUSINESS & CLOSE

There being no further business the Meeting was declared closed at 1.55pm.

CRADLE COAST WASTE MANAGEMENT GROUP

MINUTES

Meeting held Monday, 09 May 2016 at 10.30 am
Cradle Coast Authority, 1-3 Spring Street, Burnie



GOVERNANCE ITEMS																	
1.	<p>WELCOME</p> <p>The Chair, Ms. Sandra Ayton, opened the meeting at 10.34 am and welcomed attendees.</p> <p>Present at the meeting were:</p> <table><tr><td>Mrs. Mel Pearce</td><td>Cradle Coast Waste Management Group member, Dulverton Waste</td></tr><tr><td>Ms. Jan Febey</td><td>Cradle Coast Waste Management Group member, Latrobe Council</td></tr><tr><td>Mr. Don Thwaites</td><td>Observer, Council Representative</td></tr><tr><td>Mr. Rowan Sharman</td><td>Cradle Coast Waste Management Group member, Burnie City Council</td></tr><tr><td>Mr. Matthew Atkins</td><td>Cradle Coast Waste Management Group member, Devonport City Council</td></tr><tr><td>Ms. Kate Elphinstone</td><td>Minutes Secretary, CCA</td></tr><tr><td>Mr. Brett Smith</td><td>Cradle Coast Waste Management Group member, CCA</td></tr><tr><td>Ms. Lauren Clarke</td><td>Observer, CCA</td></tr></table>	Mrs. Mel Pearce	Cradle Coast Waste Management Group member, Dulverton Waste	Ms. Jan Febey	Cradle Coast Waste Management Group member, Latrobe Council	Mr. Don Thwaites	Observer, Council Representative	Mr. Rowan Sharman	Cradle Coast Waste Management Group member, Burnie City Council	Mr. Matthew Atkins	Cradle Coast Waste Management Group member, Devonport City Council	Ms. Kate Elphinstone	Minutes Secretary, CCA	Mr. Brett Smith	Cradle Coast Waste Management Group member, CCA	Ms. Lauren Clarke	Observer, CCA
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2.	<p>APOLOGIES</p> <table><tr><td>Mr. Mat Greskie</td><td>Cradle Coast Waste Management Group member, Dulverton Waste</td></tr><tr><td>Mr. Bilal Akhtar</td><td>Cradle Coast Waste Management Group member, Circular Head/Waratah-Wynyard Councils</td></tr></table>	Mr. Mat Greskie	Cradle Coast Waste Management Group member, Dulverton Waste	Mr. Bilal Akhtar	Cradle Coast Waste Management Group member, Circular Head/Waratah-Wynyard Councils												
Mr. Mat Greskie	Cradle Coast Waste Management Group member, Dulverton Waste																
Mr. Bilal Akhtar	Cradle Coast Waste Management Group member, Circular Head/Waratah-Wynyard Councils																
3.	<p>CONFIRMATION OF MINUTES</p> <p>The committee reviewed the minutes of 07 March 2016 Cradle Coast Waste Management Group (CCWMG) meeting.</p> <p>The Committee requested a correction to page 3 under Waste Levy Rate. The committee recalled that a decision had been made to leave it at the same amount. The rate will be discussed when the strategic plan is reviewed.</p> <p>MOTION</p> <p>That the minutes of the 07 March 2016 Cradle Coast Waste Management Group meeting be CONFIRMED as a true and correct record.</p> <p>Moved: Mr. Brett Smith / Seconded: Mrs Jan Febey / CARRIED</p>																
4.	<p>BUSINESS ARISING FROM MINUTES</p> <p>Actions from the minutes</p> <ul style="list-style-type: none">• That the Waste Levy Rate will be put on the agenda when the strategic plan is discussed.• Ms Ayton advised she discussed the commitment to FOGO at the General Manger's meeting. The General Managers are committed. So far, from Kentish to Waratah-Wynyard are included as committed to FOGO.• With the distribution of the minutes to Council, Mr Thwaites questioned his role as a council representative on the Committee. The Committee agreed it was still important for Mr Thwaites to remain on the committee to gain his perspective as an elected representative.																

ITEMS FOR DECISION

1. FINANCIAL REPORTS

Presentation of the financial reports at Item 4.1 of the agenda papers.

The Committee was advised that the Financial Reports are to 31 May 2016, whereas the Project Tasklist Report is to the 1 May. Therefore, they will not align.

With the Cradle Coast Authority's new Finance Manager Ms Claire Smith, a new model of financial reporting is being used. It has changed from cash accounting to financial year accounting. The Committee asked for the following income lines to be reviewed:

- For the first income line: "CCWMG Waste Levy Balance 30/06/2015 comments to be changed to 'Includes waste levy income for April 2015 to June 2015 (4th quarter)'".
- For the second income line: "2015/16 levy funds received April 2015 – March 2016" to be changed to "2015/16 Levy Funds"

ACTION:

Clarify the line items with Ms Claire Smith and approve out of session.

2. CCWMG DRAFT ANNUAL PLAN & BUDGET 2016/17

The Committee was advised that this is the last year of the current strategy document. The Committee questioned the target of 50% diversion of all municipal waste by 2017. It was agreed it is an aspirational target. If FOGO had been implemented, it would have brought the group closer to the set target.

The Committee discussed the following items:

2.2: The Committee discussed that the Councils should communicate to the community before deciding on whether to implement a FOGO collection. The committee saw their role as providing standard media templates for Councils to utilise and build upon. If required this will be funded under the Communications Plan.

2.4: The Committee discussed the issue of illegal dumping. There was agreement that the current process for reporting is not being used effectively, due to lack of engagement from land owners to enter data. Ideas were discussed to assist in reducing illegal dumping in 2016/17.

Action: That Dulverton review a past report carried out on Illegal Dumping and update the 2016/17 Annual Plan and Budget with some additional actions.

2.5: The Committee discussed the outcomes to date of the free household battery collection trial that has been operating since December 2015. The Committee suggest a review of marketing and including drop off points for places other than the councils in 2016/17.

2.9: Waste Composition Audit- The Committee was advised this will inform the 2018-2023 Strategy. It will target general waste received at transfer stations (rural and country) to give data on the materials that make up the waste.

2.6: Communications Plan – The Committee agree it is money well spent. There is flexibility in the communications budget to assist with generic media development for the proposed FOGO collection if required.

2.7: Recycling Bin Assessments- The Committee asked for clarification on the assessments and whether an analysis of the data collected is carried out and actioned. DWM advised that post assessment reporting includes in-depth analysis of the data collected and is compared to data collected in previous years. Based on the findings, media campaigns are carried out targeting the problem contamination items. The budgeted amount for 2016/17 includes information analysis, media campaigns and assessments.

	<p>Action: Dulverton will forward the updated Annual Plan and Budget to be distributed with the minutes.</p> <p>RECOMMENDATION</p> <p>That the Annual Plan and Budget be APPROVED subject to amendments.</p> <p>Moved: Mr Mathew / Seconded: Mr Rowan/ CARRIED</p>
3.	<p>COMMUNICATIONS PLAN</p> <p>The Committee was advised that the Plan is to be further refined after consultation with the Northern Tasmania Waste Management Group and is a work in progress.</p>
4.	<p>E-WASTE TENDER INITIAL ASSESSMENT REPORT</p> <p>The Committee reviewed the rates tendered to provide a regional E-Waste service and determined that the report be provided to each Council to review whether it can be funded. Committee members are to provide an update from their Council at the next meeting.</p>
ITEMS FOR DISCUSSION	
5.	<p>RECYCLING OF FERTILISER BAGS</p> <p>The committee was advised that the recycling of fertiliser bulk bags is an issue similar to silage wrap. Currently it is free for farmers to drop off the items at Veolia Materials Recycling Facility (MRF) in Spreyton. It is unclear on how many are aware of the Veolia service.</p> <p>If collection is set up at transfer stations, there will be bin rental costs. Environex, a company that collects silage wrap, could have the capacity to collect the bags.</p> <p>Action: Dulverton to email Environex about fertiliser bag collection.</p>
ITEMS FOR NOTING	
6.	<p>WTS DATA COLLECTION REPORT</p> <p>The Committee was advised that the Recommendations on page 5 of the report are included in the 2016/17 Annual Plan & Budget. The recommendation is as follows:</p> <ul style="list-style-type: none"> • The development of a centralised data collection system on Rethinkwaste.com.au; • A 'SORT your load' campaign; and • DWM monitoring, management and reporting of waste data system quarterly. <p>The Committee noted the report.</p>
7.	<p>CCWMG PROJECT TASK LIST 2015/16</p> <p>The Committee reviewed the Tasklist and made the following comments:</p> <ul style="list-style-type: none"> • FOGO Collection: Dulverton will email the anticipated FOGO tender date to the Committee. • Waste Governance- Ms Ayton informed the committee she is preparing a report for each council to pass on to the General Managers. It is still unclear if Circular Head and Waratah Wynyard will agree to a joint authority. It has the potential to link in with the Shared Services review.

8.	<p>GENERAL BUSINESS</p> <p>Waste Advisory Council (WAC)</p> <ul style="list-style-type: none"> Ms Ayton will forward the WAC Communique out of session. The Premiers Local Government Council meeting is on Thursday 19 May and Ms Ayton will speak to the Premier and Treasurer about the role of WAC. On the 6 May is a seminar regarding emerging waste technologies. The Committee is advised that while the North and North West waste management committees are working well, the South is closing down at the end of June, which is a concern for waste management state-wide. The committee agree it is a good opportunity to show the strength of the North and North West working together.
9.	<p>DISTRIBUTION OF MINUTES AS OPEN TO COUNCIL</p> <p>The committee agreed the CCWMG minutes can be distributed to councils for next June council meeting.</p>
10.	<p>NEXT MEETING & MEETING CLOSE</p> <p>The next meeting will be held at CCA on Monday 11 July 2016 at 10.30 am.</p> <p>The meeting closed at 12:31 pm.</p>



CRADLE COAST
AUTHORITY

Annual Plan & Budget

Cradle Coast Waste Management Group

2016/17

DOCUMENT RECORD

Revision	Issued To	Issued Date	Reviewed	Approved
1	CCWMG – meeting for review	09/05/2016	MP	CCWMG
2	CCWMG Councils – for information	31/05/2016		CCWMG

EXECUTIVE SUMMARY

The *Cradle Coast Waste Management Strategy, 5 year strategy 2012 – 2017* was ratified in June 2012 by the Cradle Coast Waste Management Group (CCWMG) and the Councils participating in the voluntary waste levy. This Annual Plan details how the Strategy goals will be achieved in 2016/17 and their consistency with *The Tasmanian Waste and Resource Management Strategy*.

The 2016/17 Annual Plan and Budget is based on the voluntary levy of \$5.00 per tonne of waste delivered to the landfills in the North West region. Under this scenario an estimated \$350,000 (plus carry over funds from 2015/16) would be available to the CCWMG in 2016/17 to implement the initiatives from the 5 year strategy.

Where appropriate the CCWMG will receive a detailed “Scope of Works” outlining the proposed works to be undertaken for an activity/project, to review prior to issuing approval. This is to ensure that project outcomes will be delivered to the group’s quality and cost expectations. When an action has been initiated from a report it is referenced against a report number, with a full list of the corresponding reports listed under Section 5.

In many projects the CCWMG works in collaboration with the Northern Tasmania Waste Management Group (NTWMG) to increase economies of scale and to share resources.

Table 1: 2016/17 Actions

Ref #	Project Name	Action Summary	Report No	Budget (ex GST)
2.1	FOGO Collection	Support the Councils in determining whether to proceed with the implementation of a food organics and garden organics (FOGO) collection. (SP Ref/6)	RN 12-04, RN 13-05 & RN 14-07	22,630
2.2	FOGO Collection Resident Comms	Conduct an extensive large scale communications campaign to provide residents information about the FOGO collection.	RN 12-04, RN 13-05 & RN 14-07	80,000
2.3	Waste Governance	Continue to participate in and support the move towards a Joint Authority. (SP Ref/17)	RN 12-04, RN 14-11 & RN 14-12	20,000
2.4	Illegal Dumping	Manage and report on the illegal dumping web database and commence the implementation of actions targeted at reducing illegal dumping incidents in the region. (SP Ref/33)	RN 11-01, RN 13-01 & RN 15-01	13,000
2.5	Household Hazardous Waste	Continue to provide a free household battery collection at key locations across the region. (SP Ref/45)	RN 12-04, RN 14-13 & RN 15-02	60,000
2.6	Communication Plan	Deliver communication initiatives to increase recycling and reduce waste to landfill. (SP Ref/48)	RN 12-04 & RN 12-05	30,000
2.7	Recycling Bin Education & Assessments	Deliver residential recycling bin assessments and contamination education across the region. (SP Ref/49 & 51)	RN 12-04 & RN 14-10	60,000
2.8	Waste Composition Audit	Undertake transfer station waste composition audits to determine target wastes to improve resource recovery. (SP Ref/21)	RN 12-04	90,000
2.9	Strategic Plan Development	Develop a new five year Strategic Plan.	RN 12-04	35,000
2.10	Data Collection Portal	Develop a centralised data collection portal on Rethinkwaste.com.au.	RN 16-02	3,500
2.11	SORT Your Load Campaign	Carry out a campaign to encourage residents to SORT their load to maximise recycling at transfer stations.	RN 16-02	7,500

2.12	Regional Kerbside Waste Collection Contract	Design and develop tender documents.	RN 12-04	22,000
2.13	Ongoing Activities	Ongoing activities that the CCWMG is involved with.	RN 12-04	Nil
2.14	Project Management	Dulverton Waste Management (DWM) waste expertise & project delivery.	N/A	91,500
2.15	Cradle Coast Authority (CCA)	Administration & financial assistance.	N/A	6,000
			Total:	\$541,130

Key:

RN 12-04 = Report Number, year and number in numerical order.

SP/Ref = Strategic Plan Reference number for ease of cross referencing items with the CCWMG 5 Year Strategy 2012-2017

The CCWMG is responsible for the implementation of the Strategy including the development and implementation of this Annual Plan.

CONTENTS

DOCUMENT RECORD	2
EXECUTIVE SUMMARY	3
CONTENTS	5
1 INTRODUCTION	6
1.1 Cradle Coast Region	6
1.2 State Priority Issues	6
2 PROGRAMS FOR 2016/2017	8
2.1 FOGO Collection (SP Ref/6)	8
2.2 FOGO Collection Resident Communication Campaign (SP Ref/6).....	8
2.3 Waste Governance (SP Ref/17)	8
2.4 Illegal Dumping (SP Ref/33).....	9
2.5 Household Hazardous Waste (SP Ref/45)	9
2.6 Communications Plan (SP Ref/48).....	10
2.7 Recycling Bin Assessments (SP Ref/49 & 51)	10
2.8 Waste Composition Audit (SP Ref/21)	11
2.9 Strategic Plan Development (OTH/1).....	11
2.10 Data Collection Portal (OTH/2).....	11
2.11 SORT Your Load Campaign (OTH/2).....	11
2.12 Regional Kerbside Waste Collection Contract	12
2.13 Ongoing Activities	12
2.14 Project Management of the CCWMG Annual Plan and Budget projects	12
2.15 Cradle Coast Authority	13
3 2016/17 COMPLETED PROJECTS.....	14
3.1 Increasing Waste Facility Resource Recovery (SP Ref/15)	14
3.2 Waste Staff Training (SP Ref/47)	14
3.3 Landfill Waste Bans.....	14
3.4 Waste Award (SP Ref/47).....	14
4 FINANCIAL.....	15
5 REPORTS/RESOURCES.....	16

1 INTRODUCTION

1.1 Cradle Coast Region

The Cradle Coast Authority (CCA), Cradle Coast Waste Management Strategy 2012 – 2017 was ratified in June 2012 by the Cradle Coast Council's participating in the voluntary waste levy. Participating Council's include: Burnie City (BCC), Central Coast (CCC), Circular Head (CHC), Devonport City (DCC), Kentish (KC), Latrobe (LC) and Waratah-Wynyard (WWC). A skills based working group makes up the CCWVG which is responsible for the implementation of the Strategy, including the development of this Annual Plan and Budget. The CCWVG representatives include:

- Sandra Ayton (Chair), General Manager Representative from the CCC.
- Bilal Akhtar, Engineering & Project Representative from the CHC and WWC.
- Brett Smith, CEO from the CCA.
- Don Thwaites, Councillor Representative from the KC
- Jan Febey, Corporate Manager Representative from the LC.
- Matthew Atkins, Management Representative from the DCC.
- Rowan Sharman, Engineering Representative from the BCC.

This Annual Plan details how the four CCWVG goals and the interim waste diversion target will be achieved in 2016/17.

The Strategy's four goals are:

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

The Strategy's interim waste diversion target is:

By 2017 divert 50% of all Municipal Waste from all local government landfill facilities across the CCWVG region.

Following the implementation of the Strategy in 2012/13, there has been a 15% decrease in Municipal Solid Waste (MSW) received at the regional landfills.

1.2 State Priority Issues

In June 2009 the Environment Division released *The Tasmanian Waste and Resource Management Strategy (TWRMS)*, which contained the following six key objectives:

1. Improved partnerships, coordination and planning;
2. Waste avoidance and sustainable consumption;

3. Waste minimisation and resource recovery;
4. Improved regulation and management of residual waste;
5. Improved data collection and management systems; and
6. Reduction of greenhouse gas emissions.

Following the release of the *TWRMS*, the Waste Advisory Committee (WAC) was formed to facilitate the Strategy implementation and advise the Minister and Environmental Protection Agency (EPA) Board of relevant issues related to waste and resource recovery. The WAC has since identified four priority issues:

Priority 1 - Data collection for both general and controlled waste streams.

Priority 2 – Funding initiatives to deliver *The Tasmanian Waste and Resource Management Strategy*.

Priority 3 - Improve regulation enforcement.

Priority 4 - Education.

This Plan has been designed to also assist the WAC to deliver the *TWRMS*.

2 PROGRAMS FOR 2016/2017

2.1 FOGO Collection (SP Ref/6)

Support the Councils in determining whether to proceed with the implementation of a food organics and garden organics (FOGO) collection.

In 2015/16 the CCWMG developed tender documents to be released in early 2016/17, for the following FOGO services:

- Supply of Bins and Collection; and
- Design and Construction of Composting Infrastructure.

Following the conclusion of the tendering process, Councils will have pricing information to determine the impact on their individual Council. Should Councils agree to proceed an agreement between DWM and Councils (pricing, contamination etc.) is to be drafted.

2.2 FOGO Collection Resident Communication Campaign (SP Ref/6)

Conduct an extensive large scale communications campaign to provide residents information about the FOGO collection.

Should an agreement be reached to proceed with a FOGO Collection, a large scale communications campaign is to be conducted. The campaign will be funded by the successful tenderer for the Supply of Bins and Collection, at a total cost of \$80,000.

The campaign will be targeted at the following:

- Community awareness of the upcoming collection;
- Community consultation and education; and
- Bin contamination awareness (pre and post collection commencement).

The following advertising mediums and initiatives are to be considered in the campaign:

- TV, newspaper, radio and Facebook advertising;
- Media release and consultation;
- Poster, flyer, banner and factsheet development;
- Information mail out to residents;
- Website updates; and
- Resident frequently asked questions (FAQ) information sheets.

2.3 Waste Governance (SP Ref/17)

Continue to participate in and support the move towards a Joint Authority.

In 2015/16 the CCWMG provided Councils with two options for moving towards a Joint Authority. Once the preferred option has been determined by the Councils, the CCWMG is to continue to participate in and support the move towards a Joint Authority.

2.4 Illegal Dumping (SP Ref/33)

Manage and report on the illegal dumping web database and commence the implementation of actions targeted at reducing illegal dumping incidents in the region.

In June 2014 an illegal dumping database was developed on www.rethinkwaste.com.au. The purpose of this database is to provide a centralised location for reporting of illegal dumping incidents by land owners and managers in the North West of Tasmania.

\$3,000 has been allocated for the management of the database, this includes:

- Following up land owners and managers with reminders on the importance of reporting illegal dumping incidents;
- Assisting users with access difficulties;
- Training new users on how to access and use the database;
- Updating user profiles as required; and
- Report on the data captured annually in June.

A review of the actions detailed in the CCA Illegal Dumping Strategy (RN 11-01) is to be conducted to determine the steps required to:

- Improve community awareness and reporting of illegal dumping to land owners;
- Assist land owners with the management of illegally dumped waste; and
- Target known illegal dumping hotspots with signage and monitoring.

2.5 Household Hazardous Waste (SP Ref/45)

Continue to provide a free household battery collection at key locations across the region.

In December 2015 a free regional household battery collection trial commenced. This service allows residents to dispose of household batteries at various Council Offices and transfer stations for recycling.

Household batteries were found to be the most commonly disposed of household item in the 2014/15 kerbside waste audits, therefore this free service will continue into 2016/17. Discussions will be carried out with Councils to determine suitable locations for additional 15kg collection buckets.

\$5,000 has been allocated for management and implementation of a communications campaign which will assist in promoting this project. The campaign will include a mix of advertising mediums including radio and social media. Other zero cost initiatives will be undertaken to assist Council's in promoting through methods such as Mayors Message, website updates and media releases.

2.6 Communications Plan (SP Ref/48)

Deliver communication initiatives to increase recycling and reduce waste to landfill in accordance with the Communications Plan 2016/17.

Communication initiatives will continue in the North and North West of Tasmania targeted at improving community awareness of and participation in waste management and resource recovery. This will include:

- Continuation of the 'GOOD Sort' themed campaigns (i.e. radio, newspaper and online advertising) coupled with airing of the TV advertisement:
 - Campaign 1: July;
 - Campaign 2: September to October;
 - Campaign 3: December to February; and
 - Campaign 4: April.
- Development of collateral for distribution by Councils.
- If required, development of generic FOGO media for Council utilisation.
- Maintenance and improvement of Rethinkwaste.com.au, including the addition of an online game and photo library.
- Various media releases and information provided to Councils for distribution through social media and newsletters.

This project will be undertaken in collaboration with the Northern Tasmania Waste Management Group (NTWMG) under a Waste Management Group Communications Memorandum of Understanding (MOU RN 13-03). The CCA provide communication expertise to assist in managing and delivering the above initiatives, \$9,500 has been allocated for this assistance and will be split equally between the CCWMG and NTWMG.

2.7 Recycling Bin Assessments (SP Ref/49 & 51)

Deliver residential recycling bin assessments and contamination education across the region.

In 2015/16 a sample of recycling bins were assessed across the region. Using the findings of these assessments, carry out an education campaign targeting the identified common trends for recycling bin contamination. The goal of the broad scale education is to assist in rectifying the issues in the community.

Following the education campaign, carry out another round of random recycling bin assessments using existing areas that were identified as requiring improvement and selecting new unassessed areas.

The aims of the assessments include:

- Identifying and quantify in terms of volume, the types of recyclables and contaminants, appearing in the kerbside recycling collection.
- Providing personalised one-on-one education to residents on their recycling habits through written advice provided by the assessors and an information brochure placed in letterboxes.

Upon completion of these assessments a final report will be generated detailing the following:

- Results of the assessment;
- Comparison with the 2013/14, 2014/15 and 2015/16 assessments;
- The effects the media campaign may have had on bin contamination; and
- Recommendations for a targeted behaviour change media campaign in 2017/18.

\$10,000 has been allocated for management and implementation of a communications campaign which will assist in promoting and providing education to the community about this project. The campaign will include a mix of advertising mediums including radio and press. Should a clear contamination issue present itself, specific high impact marketing may also be considered. Other zero cost initiatives will be undertaken

to assist Council's in promoting through methods such as Mayors Message, website updates, media releases and social media.

2.8 Waste Composition Audit (SP Ref/21)

Undertake transfer station waste composition audits to determine target wastes to improve resource recovery.

In 2014 the CCWVG and NTWVG conducted a kerbside waste audit on a selection of properties from each Municipality across the North and North West of Tasmania. This audit provided a good snapshot of the types of waste generated by households.

To further understand the types of waste going to landfill, a waste composition audit will be carried out on the waste received at a selection of transfer stations across the region. This audit will provide a benchmark prior to the implementation of the CCWVG 5 Year Strategy 2018 - 2023 and will assist in determining future resource recovery initiatives.

2.9 Strategic Plan Development (OTH/1)

Develop a new five year Strategic Plan

The Cradle Coast Waste Management 5 Year Strategy 2012 – 2017 is due to expire in 2016/17. A new five year Strategic Plan is to be developed to build on the last five years of successful implementation of actions, continuing the momentum to further deliver progress in waste management in the region.

Both the CCWVG and NTWVG undertake similar projects at times and worked closely in the development and implementation of the 5 Year Strategy 2012 – 2017. Where possible the new strategy is to consider how the groups could continue to align. The new strategy is to also consider the collation of CCWVG reports carried out in 2015/16.

2.10 Data Collection Portal (OTH/2)

Develop a centralised data collection system on Rethinkwaste.com.au.

In 2015/16 the CCWVG commissioned an investigation into data collection requirements for each waste transfer station (WTS), *'RN 16-02: WTS Data Collection'*. As recommended, a centralised data collection portal is to be developed on Rethinkwaste.com.au to enable Councils to record data on outgoing waste streams.

DWM will manage the portal users, data collating and provide quarterly waste summary reporting to each Council.

2.11 SORT Your Load Campaign (OTH/2)

Carry out a campaign to encourage residents to SORT their load to maximise recycling at transfer stations.

With the implementation of a centralised data collection system, a 'SORT Your Load Campaign' will be carried out to assist in maximising resource recovery at each WTS. The campaign will include the development of posters and flyers for each Council and newspaper and social media advertising.

2.12 Regional Kerbside Waste Collection Contract

Design & develop tender documents

Following Council decision on whether to implement a kerbside FOGO collection and the impact this decision may have on other Council services, the CCWMG are to determine whether to develop tender documents for a regional kerbside waste collection service.

2.13 Ongoing Activities

Other ongoing activities that the CCWMG is involved with.

The CCWMG undertake many additional functions, and although they may not be projects in their own right, by actively participating as needed many benefits flow onto the region. These additional activities include, but are not limited to:

- Foster networks and support other regional waste groups, industry and government contacts in the waste field;
- Investigate relevant funding opportunities;
- Encourage waste management to be an integral part of all local settlement strategies and state infrastructure and development projects;
- Support the development of a strategic controlled waste facility for the state;
- Work with Industry, Local and State Government to maximise waste recovery and treatment of existing and emerging priority wastes;
- Work with Industry to monitor, communicate and improve recycling contamination;
- Prepare regional responses to Industry, State and Federal matters;
- Auditing and inventorying biomass within the region;
- Provide representation on the Waste Advisory Committee (WAC);
- Preparation of the CCWMG Annual Report and Annual Plan and Budget; and
- Collating, monitoring and managing reports as necessary to integrate into Annual Plan activities.

2.14 Project Management of the CCWMG Annual Plan and Budget projects

Dulverton Waste Management (DMW) provides waste expertise and project delivery services to the CCWMG. They are largely responsible for the delivery of the initiatives detailed in this Annual Plan and Budget.

DWM manages the region's largest landfill and organics recycling facility, accepting waste from throughout the entire state. Of note, DMW implemented and administer the regional kerbside recyclable collection and green waste mulching contracts.

For a management fee, DWM provides the following services:

- Waste expertise and project delivery services to the CCWMG;
- Administer the regional kerbside recyclable collection contract;
- Project management of the CCWMG Annual Plan and Budget;
- Foster networks and support other regional waste groups, industry and government contacts in the waste field;
- Preparation of the CCWMG Annual Plan and Budget;
- Preparation of the CCWMG Annual Report;
- Provide support to the Waste Advisory Committee representative as required; and

- Prepare regional responses to Industry, State and Federal matters.

2.15 Cradle Coast Authority

Communications expertise & administration assistance.

Cradle Coast Authority provides administration assistance, communications and finance support to the CCWMG.

3 2016/17 COMPLETED PROJECTS

A number of projects scheduled for year 2016/17 in the CCWMG 5 Year Strategic Plan have already been completed or incorporated into other projects. These projects are listed below:

3.1 Increasing Waste Facility Resource Recovery (SP Ref/15)

Investigate regional Strategies for sustainable management of recyclables from waste facilities for materials that are difficult to process locally e.g. tyres, mattresses, car batteries, metal, e-waste, gas bottles & oil.

In 2015/16 a number of the waste streams listed in this project were investigated and/or actioned, including:

- Gas bottles: a study was commissioned into the requirements for Councils to carry out in-house gas bottle decommissioning. Due to the significant risk to health and safety and the quantity of bottles received at each site, it was determined to place the recommendations of this report on hold.
- Mattresses: the CCWMG provided funding to assist interested Councils in implementing mattress recycling at waste transfer stations (as recommended in the Mattress Recycling Options Report, RN 15-03).
- E-Waste: A tender was released to determine the cost for providing an E-Waste collection in the region.
- Car Batteries: A free battery collection was provided to residents, this also included car batteries.

3.2 Waste Staff Training (SP Ref/47)

Provide consistent training for WTS staff to increase materials separation.

Various training sessions were carried out in 2014/15 including the development of a transfer station resource pack for each transfer station operator, this project is therefore considered complete.

3.3 Landfill Waste Bans

Consider landfill waste bans of wastes that stable markets exist for.

The CCWMG have implemented a number of initiatives aimed at diverting waste from landfill. Work is continuing in 2016/17 to encourage residents to sort their load to maximise recycling when delivering waste to transfer stations. At this stage landfill waste bans will not be implemented.

3.4 Waste Award (SP Ref/47)

Facilitate annual award acknowledging an individual and organisation delivering the highest resource recovery achievements in the region.

Following completion of an awards program in 2013/14, the CCWMG is not proceeding with any additional awards programs in the coming years.

4 FINANCIAL

The forecast 30/06/2016 closing balance of the Cradle Coast Authority managed Regional Waste Management Levy account is outlined in the following table:

Table 2: Forecast 2015/16 Closing Balance

Forecast 2015/16 Closing Balance Regional Waste Management Levy	
CCWMG Waste Levy Account balance as at 30/04/2016 <i>(Includes actual levy income collected for Quarter 1, 2, 3 and other income received)</i>	315,056
Additional forecast expenditure from 01/04/2016 to 30/06/2016	(254,340)
Additional forecast income from 01/04/2016 to 30/06/2016 <i>(Forecast levy income for Quarter 4)</i>	80,000
Forecast closing CCWMG Waste Levy Account balance at 30/06/2015	\$140,716

The 2016/17 Annual Plan and budget is based on the voluntary levy of \$5.00 per tonne. Under this scenario an estimated \$350,000 would be available to the CCWMG in 2016/17 to implement the initiatives from the 5 year strategy.

Table 3: Forecast 2016/17 Expenditure Summary

Forecast 2016/17 Expenditure Summary Regional Waste Management Levy	
Forecast closing CCWMG Waste Levy Account balance 30/06/2016	140,716
Forecast 2016/17 levy funds received	350,000
Forecast Interest Income	4,000
FOGO Contractor Media Campaign Contribution (refer to project 2.02)	80,000
Total Fund	\$574,716
2015/16 Projects/ Activities	\$541,130
Total Expenditure	\$541,130
Forecast closing CCWMG Waste Management Levy Account balance 30/06/2016	\$33,586

5 REPORTS/RESOURCES

Below is a reference list of past reports and resources that may assist the CCWMG in implementing future projects:

Table 4: Reports & Resources

Report No	Report/Resource Name	Author	Date
RN 16-03	E-Waste Tender – Initial Assessment	DWM	29/04/2016
RN 16-02	WTS Data Collection	DWM	20/04/2016
RN 16-01	Gas Cylinder Decommissioning Investigation	MRA Consulting	23/02/2016
RN 15-07	Illegal Dumping End of Year Report	DWM	02/07/2015
RN 15-06	CCWMG 2014/15 Recycling Assessments Report	DWM	31/08/2015
RN 15-05	Tasmanian Waste Levy Benefit Study	MRA Consulting	21/01/2015
RN 15-04	C&D Investigation Report	DWM	04/05/2015
RN 15-03	Mattress Recycling Options Report	DWM	27/04/2015
RN 15-02	Household Hazardous Waste Report – Project Completion	DWM	06/02/2015
RN 15-01	Illegal Dumping Interim Report	DWM	19/01/2015
RN 14-15	Tasmanian Waste Review	Blue Environment	01/03/2014
RN 14-14	CCWMG Residential Kerbside Bin Audit	EC Sustainable	07/11/2014
RN 14-13	Household Hazardous Waste Report - Project Update	DWM	23/09/2014
RN 14-12	Coordinated Gov & Mgt of Waste Infrastructure & Services (Part 2 & 3 Report)	MRA Consulting	24/10/2014
RN 14-11	Coordinated Gov & Mgt of Waste Infrastructure & Services (Part 1)	MRA Consulting	24/10/2014
RN 14-10	CCWMG 2013/14 Recycling Bin Assessment Report	DWM	01/09/2014
RN 14-09	Cradle Coast Transfer Station Audit Report	Blue Environment	01/09/2014
RN 14-08	Feasibility Study - C&D Waste Processing in the N & NW of Tasmania	Hyder Consulting	11/06/2014
RN 14-07	FOGO household collection report for CCWMG to consider & issue to member Councils	CCWMG	13/02/2014
RN 14-06	C&D Waste Management in the North & North West of Tasmania	Hyder Consulting	05/06/2014

RN 14-05	Waste Transfer Station Best Practice Guidelines	Blue Environment	30/01/2014
RN 14-04	Data Collection Procedures & Systems for Waste Transfer Stations (WTS)	Blue Environment	30/01/2014
RN 14-03	Pricing Model Tool	Blue Environment	17/02/2014
RN 14-02	Regional Strategies for Sustainable Management of Recyclables	MRA Consulting	17/02/2014
RN 14-01	Best Practice Guide for Sustainable Procurement in Councils	DWM	21/02/2014
RN 13-05	Food & Garden Organics (FOGO) Household Options Assessment	MRA Consulting	09/07/2013
RN 13-04	An Assessment of the Potential Financial Impacts of a CDS on LG in Tas	Local Government Association of Tasmania (LGAT)	01/12/2013
RN 13-03	Signed MOU - Joint Communications Activities	CCWMG, NTWMG & SWSA	23/04/2013
RN 13-02	Employment Opportunities Through Reuse & Recycling Activities	MRA Consulting	11/01/2013
RN 13-01	Illegal Dumping Report	DWM	01/11/2013
RN 12-06	Waste Minimisation & Reuse Study for CCWMG	APC Environmental Management	01/08/2012
RN 12-05	Communications Plan 2012-2014	Cradle Coast Authority	01/06/2012
RN 12-04	Cradle Coast Waste Management Group (CCWMG) 5 Year Strategic Plan 2012-2017	APC Environmental Management	01/06/2012
RN 12-03	Biomass Audit – Cradle Coast Region	DWM	01/06/2012
RN 12-02	Commercial Recycling Collections Report	DWM	21/06/2012
RN 12-01	Recycling Risk – Cradle Coast Region Report	MRA Consulting	08/08/2012
RN 11-05	Silage Wrap Report	Veolia Environmental Services	01/10/2011
RN 11-04	Kerbside Organics Collection Service Pilot Trial Bus Case	Hyder Consulting	19/01/2011
RN 11-03	Introduction of Kerbside Organics Collection Service Bus Case	Hyder Consulting	19/01/2011
RN 11-02	Northern Tasmania Landfill Audit Report	APC Environmental Management	01/10/2011
RN 11-01	CCA Illegal Dumping Strategy	Landscape & Social Research Pty Ltd	01/11/2011
RN 10-04	Nthn Kerbside General Waste Audit Report	DWM	01/02/2010
RN 10-03	NW Kerbside General Waste Audit Report	DWM	01/02/2010
RN 10-02	Kerbside Recycling Contamination in Australia	MRA Consulting	25/05/2010

RN 10-01	Landfill Levy – Options & Strategy	MRA Consulting	01/09/2010
RN 09-01	Feasibility Study of a Container Deposit System for Tasmania	Hyder Consulting	28/05/2009
RN 08-01	Plastic Shopping Bags	Justin Jones	01/01/2008
RN 07-01	Independent Assessment of Public Place Recycling	Hyder Consulting	25/07/2007
RN 04-01	Regional Waste Management Audit	GHD	01/06/2004

Ulverstone Wharf Precinct Advisory Committee

Minutes of a meeting held in the Council Chamber
Central Coast Council, 19 King Edward Street, Ulverstone

Wednesday, 1 June 2016, commencing at 4.15pm

PRESENT

Jackie Merchant (Central Coast Council), **Bruce Mansfield** (Community), **Rod White** (Pedro's), **Lee Cole** (Artinzano) and **Maree Gleeson** (Health Promotions), **Mike Hales** (proxy Heather Davidson)

1 WELCOME/APOLOGIES

Apologies received from **Georgina Harvey** (UHS), **Heather Davidson** (Live@theWharf Inc), **Tony O'Neil** (Central Coast Farmers Market), and **Matthew Waller** (Pier01).

2 PREVIOUS MINUTES

Minutes from the previous meeting were approved.

- "That the minutes of the Ulverstone Wharf Precinct Advisory Committee meeting held on 6 April 2016 be approved, with a correction to the next meeting date from 8th June to 1st June 2016"

Carried

3 MATTERS ARISING

3.1 Recycle Bins

Jackie has forwarded this. New seagull proof bins are approved, recycle bins would need to be considered in the next years budget.

3.2 Walking track promotion

Jackie shared the new walking track promotional brochure, and the quote. Posters to go up along the walking track.

3.2 Mental health week funding for at project

The group is happy for Jackie to pursue funding for the art project to take place in mental health week.

Central Coast Community Safety Partnership Committee

Minutes of a meeting held in the Central Coast Council Chamber,
19 King Edward Street, Ulverstone

Wednesday, 29 June 2016 – Commencing at 10.10am

PRESENT

Sandra Ayton (General Manager – CCC); **Melissa Budgeon** (Community Wellbeing Officer – CCC); **Paul Breaden** (Engineering Group Leader – CCC); **Libby Dobson** (CCCCI); **Garth Johnston** (Penguin Neighbourhood Watch); **John Deacon** (Central Coast Community Shed) (CCC); **Simon Douglas** (Ulverstone Neighbourhood House); **Kathryn Robinson** (Community Development Officer – Housing Choices Tasmania) and **Insp. Shane le Fevre** (Tasmania Police).

GUEST: Caress Jeffrey ((Needle Exchange Program)

WELCOME

Sandra Ayton opened the meeting, introductions made and welcomes extended.

1 APOLOGIES

Cr Jan Bonde (Mayor – CCC); **Snr Sgt Debbie Williams** (Tasmania Police); **Barry Isaac** (Turners Beach Neighbourhood Watch) and **Glen Lutwyche** (Principal – Ulverstone High School [UHS]).

2 MINUTES OF PREVIOUS MEETING

John Deacon moved and Garth Johnston seconded, “That the minutes for Wednesday, 11 May 2016 be confirmed”.

Carried

3 MATTERS ARISING FROM PREVIOUS MEETING

Active pathway – Melissa advised that the signs have now been placed along the designated pathway. Facebook posts along with school community celebrations has had positive feedback from the general public.

Top End of Reibey Street – pavers missing – Paul Breaden reported the area where the pavers were missing is now cemented fixing the problem of a trip hazard.

Entering Queen Street, West Ulverstone from the car park behind the shopping centre – Paul Breden reported that this needed to be bought up at a traffic management committee meeting and due to the recent floods this hasn't been able to be done. This is to be deferred to next meeting.

Community Safety Action Plan – update/action groups.....Melissa Budgeon

Melissa provided a draft questionnaire to the committee. The questionnaire is to start conversations with various focus groups about community safety.

The feedback from the focus groups will be used to review the current action plan to make it relevant for the coming three year 2017–2020. The meeting approved the content of the questionnaire.

Sandra asked the demographics of the focus groups that Melissa would be presenting the questionnaire to.

Suggest focus groups that could be included are Marine Groups, Gunns Plains Community Group, schools, Neighbourhood watch, Central Coast Chambers of Commerce and Industry and the Community Shed groups.

4 GENERAL BUSINESS

(a) Community Safety Action Plan **Melissa Budgeon**

Garth reported that the Hide it Lock it campaign put out through Facebook worked well.

Melissa plans to place a message every week out on Facebook which deals with an issue that is relevant in the Central Coast Municipal area.

(b) Crime Report **Insp. Shane Le Fevre – Tasmania Police**

Insp. Le Fevre reported there was a crime committed at Turners Beach during the recent floods and that the perpetrators had been apprehended. He also reported that there was a recent burglary at the Ulverstone High School and the use of the CCTV assisted in apprehending the offender/s.

He also advised that the departments are working on a special project regarding CCTV surveillance in Ulverstone.

He reported that there has been a number of clamping of vehicles and this was because of the zero tolerance to hooning.

He reported the impact of flooding was enormous on the Tasmanian Police and Emergency Services and the work that was done was outstanding. There has been a Recovery Committee appointed who will now help with the recovery process.

Minutes of an ordinary meeting of the Development Support Special Committee held in the Council Chamber of the Administration Centre, 19 King Edward Street, Ulverstone on Tuesday, 14 June 2016 commencing at 6.00pm

Members attendance

Cr Jan Bonde (Mayor)
Cr Garry Carpenter
Cr Tony van Rooyen

Cr Shane Broad
Cr Kathleen Downie
Ms Sandra Ayton

Members apologies

Cr Philip Viney

Employees attendance

Director Community Services (Mr Cor Vander Vlist)

Public attendance

No members of the public attended during the course of the meeting.

CONFIRMATION OF MINUTES OF THE COMMITTEE

13/2016 Confirmation of minutes

The Director Community Services reported as follows:

“The minutes of the previous meeting of the Development Support Special Committee held on 26 April 2016 have already been circulated. The minutes are required to be confirmed for their accuracy.

The *Local Government (Meeting Procedures) Regulations 2015* provide that in confirming the minutes of a meeting, debate is allowed only in respect of the accuracy of the minutes.”

-
- Cr Broad moved and Cr van Rooyen seconded, “That the minutes of the previous meeting of the Development Support Special Committee held on 26 April 2016 be confirmed.”

Carried unanimously

MAYOR’S COMMUNICATIONS

14/2016 Mayor’s communications

The Mayor reported as follows:

“Under the terms of appointment of the Development Support Special Committee, it acts in agreed circumstances as if it were the Council and, accordingly, as a planning authority under the *Land Use Planning and Approvals Act 1993*.

Members are reminded that the *Local Government (Meeting Procedures) Regulations 2015* provide that the general manager is to ensure that the reasons for a decision by a council acting as a planning authority are recorded in the minutes.

In the event that items listed for consideration are referred, under the terms of the Committee’s appointment, to the Council (e.g. any matter the Committee cannot determine unanimously), or if the Committee is unable to make a determination within the relevant statutory time limit, such items will be referred to a meeting of the Council for a decision.”

- Cr van Rooyen moved and Cr Carpenter seconded, “That the Mayor’s report be received.”

Carried unanimously

PECUNIARY INTEREST DECLARATIONS

15/2016 Pecuniary interest declarations

The Mayor reported as follows:

“Members are requested to indicate whether they have, or are likely to have, a pecuniary interest in any item on the agenda.”

The Director Community Services reported as follows:

“The *Local Government Act 1993* provides that a member must not participate at any meeting of a special committee in any discussion, nor vote on any matter, in

respect of which the member has an interest or is aware or ought to be aware that a close associate has an interest.

Members are invited at this time to declare any interest they have on matters to be discussed at this meeting. If a declaration is impractical at this time, it is to be noted that a member must declare any interest in a matter before any discussion on that matter commences.

All interests declared will be recorded in the minutes at the commencement of the matter to which they relate.”

No interests were declared at this time.

ADJOURNMENT OF MEETING

16/2016 Adjournment of meeting

The Mayor reported as follows:

“In order to effectively consider the reports before this meeting of the Committee it is appropriate that I adjourn the meeting to enable the related documents to be workshopped prior to resumption of the meeting and formal resolution of the agenda items.”

The workshop commenced at 6.03pm. The workshop having been concluded, the Mayor resumed the meeting at 6.11pm.

DEPUTATIONS

17/2016 Deputations

The Director Community Services reported as follows:

“No requests for deputations to address the meeting or to make statements or deliver reports have been made.”

OPEN REPORTS

18/2016 Residential (two lot subdivision) at 17 South Road, West Ulverstone – Application No. DA215020

The Director Community Services reported as follows:

“The Land Use Planning Group Leader has prepared the following report:

<i>‘DEVELOPMENT APPLICATION No.:’</i>	DA215020
<i>PROPOSAL:</i>	Residential (two lot subdivision)
<i>APPLICANT:</i>	Lynton Rowlands
<i>LOCATION:</i>	17 South Road, West Ulverstone
<i>ZONE:</i>	General Residential
<i>PLANNING INSTRUMENT:</i>	<i>Central Coast Interim Planning Scheme 2013</i> (the Scheme)
<i>ADVERTISED:</i>	7 May 2016
<i>REPRESENTATIONS EXPIRY DATE:</i>	21 May 2016
<i>REPRESENTATIONS RECEIVED:</i>	One
<i>42-DAY EXPIRY DATE:</i>	26 May 2016 (extension of time to 20 June granted)
<i>DECISION DUE:</i>	14 June 2016
<i>PURPOSE</i>	

The purpose of this report is to consider an application for Residential (two lot subdivision) at 17 South Road, West Ulverstone.

Accompanying the report are the following documents:

- . Annexure 1 – location plan;
- . Annexure 2 – application documentation;
- . Annexure 3 – representation;
- . Annexure 4 – photographs;
- . Annexure 5 – TasWater Submission to Planning Authority Notice Reference No. TWDA 2015/01229-CC;
- . Annexure 6 – Statement of Compliance from Road Authority and Stormwater Authority.

BACKGROUND

Development description –

It is proposed to subdivide the existing 1,205m² lot into two lots, an existing house lot (Lot 1) being 675m² and balance vacant lot (Lot 2) to be 530m². Access to both lots would be from Amherst Street.

The existing dwelling (Lot 1) would continue to use an existing sewer pipeline to River Road through the adjacent property at 40 Amherst Street. Lot 1 would also be provided with a new water connection from South Road.

Lot 2 would use an existing water connection from South Road and be serviced with sewer and stormwater connections via new pipelines in the nature strip in Amherst Street, to existing mains in River Road.

Site description and surrounding area –

The site currently contains a single dwelling and large garden area at the side. The subdivision would split the site approximately in half with the existing dwelling on Lot 1 and the garden area on Lot 2.

The garden area contains some mature exotic trees which are dominant in the streetscape and make a positive contribution to it. Development of this area for a dwelling is the most likely scenario. Such development is likely to require the removal of most if not all the trees.

The surrounding area is predominantly residential in use and character, and includes a variety of housing styles and sizes.

History –

The application was first lodged on 23 July 2015. On 10 August 2015 and 19 August 2015, TasWater requested additional information from the applicant. From this date the statutory 42 day process stopped, until the information was provided on 19 April 2016. The assessment contained in this report is based on the version of the Scheme at the date the application was accepted as valid. Differences between that version and the current version are not significant in their impact on the proposed subdivision.

DISCUSSION

The following table is an assessment of the relevant Scheme provisions:

10.0 General Residential Zone

CLAUSE	COMMENT
10.3.1 Discretionary Permit Use	
10.3.1–(P1) Discretionary permit use must: (a) be consistent with local area objectives; (b) be consistent with any applicable desired future character statement; and (c) minimise likelihood for unreasonable impact on amenity for use on adjacent land in the zone.	Not applicable. Residential use is Permitted.
10.3.2 Impact of Use	
10.3.2–(A1) Use that is not a residential use must not occur on more than two adjoining sites.	Not applicable. Use would be residential.
10.3.2–(A2) The site for a use that is not a residential use must not require pedestrian or vehicular access from a no-through road.	Not applicable. Use would be residential.
10.3.2–(A3) Other than for emergency services, residential, and visitor accommodation, hours of operation must be between 6.00am and 9.00pm.	Not applicable. Use is residential.

10.4.1 Residential density for multiple dwellings	
<p>10.4.1–(A1) Multiple dwellings must have a site area per dwelling of not less than:</p> <p>(a) 325m²; or</p> <p>(b) if within a density area specified in Table 10.4.1 and shown on the planning scheme maps, that specified for the density area.</p>	<p>Not applicable.</p> <p>No multiple dwellings proposed.</p>
10.4.2 Setbacks and building envelope for all dwellings	
<p>10.4.2–(A1) Unless within a building area, a dwelling, excluding protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m into the frontage setback, must have a setback from a frontage that is:</p> <p>(a) if the frontage is a primary frontage, at least 4.5m, or, if the setback from the primary frontage is less than 4.5m, not less than the setback, from the primary frontage, of any existing dwelling on the site; or</p> <p>(b) if the frontage is not a primary frontage, at least 3.0m, or, if the setback from the frontage is less than 3.0m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site; or</p>	<p>Compliant.</p> <p>(a) Existing house frontage setback is 2.6m but no change is proposed or would result from the subdivision. The new Lot 2 would be of sufficient size and dimension to accommodate the required frontage setback.</p> <p>(b) Not applicable in the case of the lot containing the existing dwelling [refer to (a)]. The new Lot 2 would be of sufficient size and dimension to accommodate the required secondary frontage setback.</p>

<p>(c) if for a vacant site with existing dwellings on adjoining sites on the same street, not more than the greater, or less than the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or</p> <p>(d) not less than 50.0m if the development is on land that abuts the Bass Highway.</p>	<p>(c) Not applicable. Refer to (a) and (b).</p> <p>(d) Not applicable. Site does not abut the Bass Highway.</p>
<p>10.4.2–(A2) A garage or carport must have a setback from a primary frontage of at least:</p> <p>(a) 5.5m, or alternatively 1.0m behind the façade, of the dwelling; or</p> <p>(b) the same as the dwelling façade, if a portion of the dwelling gross floor area is located above the garage or carport; or</p> <p>(c) 1.0m if the natural ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10.0m from the frontage.</p>	<p>Compliant.</p> <p>(a) No garage or carport is proposed and Lot 1 has no garage facing South Road. It has a garage underneath the house that is approximately 30m from the Amherst Street frontage.</p> <p>(b) The new Lot 2 would be of sufficient size and dimension to accommodate the required frontage setback.</p> <p>(c) Not applicable. Gradient not greater than 1 in 5 for a distance 10m from the frontage.</p>
<p>10.4.2–(A3) A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m horizontally beyond the building envelope, must:</p> <p>(a) be contained within a building envelope (refer to Diagrams</p>	<p>Compliant.</p> <p>(a) Western side wall of the dwelling on Lot 1 would remain at 1.5m and would be 3m from the new eastern boundary. The dwelling is single storey and would fit within the required building</p>

<p>10.4.2A, 10.4.2B, 10.4.2C and 10.4.2D) determined by:</p> <ul style="list-style-type: none"> (i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a lot with an adjoining frontage; and (ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3.0m above natural ground level at the side boundaries and a distance of 4.0m from the rear boundary to a building height of not more than 8.5m above natural ground level; and <p>(b) only have a setback within 1.5m of a side boundary if the dwelling:</p> <ul style="list-style-type: none"> (i) does not extend beyond an existing building built on or within 0.2m of the boundary or the adjoining lot; or (ii) does not exceed a total length of 9.0m or one-third the length of the side boundary (whichever is the lesser). 	<p>envelope.</p> <p>The new Lot 2 would be of sufficient size and dimension to accommodate the required setback.</p> <p>(b) The new Lot 2 would be of sufficient size and dimension to accommodate the required frontage setback.</p>
<p>10.4.3 Site coverage and private open space for all dwellings</p>	
<p>10.4.3–(A1) Dwellings must have:</p> <p>(a) a site coverage of not more than 50% (excluding eaves up to</p>	<p>Compliant.</p> <p>(a) Lot 1 with the existing house lot would have 27%</p>

<p>0.6m); and</p> <p>(b) for multiple dwellings, a total area of private open space of not less than 60.0m² associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(c) a site area of which at least 25% of the site area is free from impervious surfaces.</p>	<p>site coverage. The new Lot 2 is of sufficient size and dimension to contain a dwelling that complies with the site coverage standard.</p> <p>(b) Not applicable. No multiple dwellings proposed.</p> <p>(c) Proposed Lot 1 would have approximately 50% free from impervious surfaces. The proposed new Lot 2 is of sufficient size and dimension to accommodate the required impervious surfaces.</p>
<p>10.4.3–(A2) A dwelling must have an area of private open space that:</p> <p>(a) is in one location and is at least:</p> <p>(i) 24.0m²; or</p> <p>(ii) 12.0m², if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(b) has a minimum horizontal dimension of:</p> <p>(i) 4.0m; or</p> <p>(ii) 2.0m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m</p>	<p>Compliant.</p> <p>(a) Private open space for the existing dwelling on Lot 1 would be over 100m². The proposed new Lot 2 is of sufficient size and dimension to accommodate the required private open space.</p> <p>(b) Minimum horizontal dimension of private open space on Lot 1 would be 8m. The proposed new Lot 2 is of sufficient size and shape to accommodate the required private open space dimension.</p> <p>(c) The deck of the existing dwelling on Lot 1 would be directly accessible from a living area. The proposed new Lot 2 is of sufficient size and dimension to provide direct access to the private</p>

<p>above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(c) is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and</p> <p>(d) is not located to the south, south-east or south-west of the dwelling, unless the area receives at least three hours sunlight to 50% of the area between 9.00am and 3.00pm on 21 June; and</p> <p>(e) is located between the dwelling and the frontage, only if the frontage is orientated between 30 degrees west of north and 30 degrees east of north, excluding any dwelling located behind another on the same site; and</p> <p>(f) has a gradient not steeper than 1 in 10; and</p> <p>(g) is not used for vehicle access or parking.</p>	<p>open space.</p> <p>(d) The private open space of the dwelling on Lot 1 is located to the south of the dwelling but is of sufficient size to receive the required amount of sunlight. The proposed new Lot 2 is of sufficient size and dimension for an area of private open space to receive the required amount of sunlight.</p> <p>(e) The private open space of the dwelling on Lot 1 is located at the rear of the dwelling. The proposed new Lot 2 is of sufficient size and dimension to accommodate the required orientation of private open space.</p> <p>(f) Land on both lots is relatively flat and judged at being no steeper than 1 in 10.</p> <p>(g) The private open space of the dwelling on Lot 1 is partially used for access; 150m² of unused area would be available for private open space. The proposed new Lot 2 is of sufficient size and dimension to allow for the required area of private open space not used for vehicle access or parking.</p>
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10.4.4 Sunlight and overshadowing for all dwellings	
10.4.4–(A1) A dwelling must have at least one habitable room (other than a bedroom) in which there is a window that faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A).	<p>Compliant.</p> <p>The dwelling on Lot 1 currently exists; its orientation would not be affected by the proposed subdivision. The proposed new Lot 2 is of sufficient size and dimension to allow for the required orientation of a future dwelling.</p>
<p>10.4.4–(A2) A multiple dwelling that is to the north of a window of a habitable room (other than a bedroom) of another dwelling on the same site, which window faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A), must be in accordance with (a) or (b), unless excluded by (c):</p> <p>(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4B):</p> <ul style="list-style-type: none"> (i) at a distance of 3.0m from the window; and (ii) vertically to a height of 3.0m above natural ground level and then at an angle of 45 degrees from the horizontal. <p>(b) The multiple dwelling does not cause the habitable room to receive less than three hours of sunlight between 9.00am and 3.00pm on 21 June.</p>	<p>Not applicable.</p> <p>No multiple dwellings proposed.</p>

<p>(c) That part, of a multiple dwelling, consisting of:</p> <ul style="list-style-type: none"> (i) an outbuilding with a building height no more than 2.4m; or (ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6m horizontally from the multiple dwelling. 	
<p>10.4.4–(A3) A multiple dwelling, that is to the north of the private open space, of another dwelling on the same site, required in accordance with A2 or P2 of subclause 10.4.3, must be in accordance with (a) or (b), unless excluded by (c):</p> <p>(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4C):</p> <ul style="list-style-type: none"> (i) at a distance of 3.0m from the northern edge of the private open space; and (ii) vertically to a height of 3.0m above natural ground level and then at an angle of 45 degrees from the horizontal. <p>(b) The multiple dwelling does not cause 50% of the private open space to receive less than three hours of sunlight between 9.00am and 3.00pm on 21 June.</p>	<p>Not applicable.</p> <p>No multiple dwellings proposed.</p>

<p>(c) That part, of a multiple dwelling, consisting of:</p> <ul style="list-style-type: none"> (i) an outbuilding with a building height no more than 2.4m; or (ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6m from the multiple dwelling. 	
10.4.5 Width of openings for garages and carports for all dwellings	
<p>10.4.5–(A1) A garage or carport within 12.0m of a primary frontage (whether the garage or carport is free-standing or part of the dwelling) must have a total width of openings facing the primary frontage of not more than 6.0m or half the width of the frontage (whichever is the lesser).</p>	<p>Compliant.</p> <p>Existing garage on Lot 1 would be 30m from Amherst Street frontage.</p> <p>Proposed Lot 2 is of sufficient size and dimension to accommodate the required garage/carport width standards.</p>
10.4.6 Privacy for all dwellings	
<p>10.4.6–(A1) A balcony, deck, roof terrace, parking space, or carport (whether freestanding or part of the dwelling), that has a finished surface or floor level more than 1.0m above natural ground level must have a permanently fixed screen to a height of at least 1.7m above the finished surface or floor level, with a</p>	<p>Compliant.</p> <ul style="list-style-type: none"> (a) The deck of the existing dwelling on Lot 1 is more than 1m above natural ground level. It would be setback 3m from the eastern boundary.

<p>uniform transparency of not more than 25% along the sides facing a:</p> <p>(a) side boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 3.0m from the side boundary; and</p> <p>(b) rear boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 4.0m from the rear boundary; and</p> <p>(c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is at least 6.0m:</p> <p style="padding-left: 40px;">(i) from a window or glazed door, to a habitable room of the other dwelling on the same site; or</p> <p style="padding-left: 40px;">(ii) from a balcony, deck, roof terrace or the private open space, of the other dwelling on the same site.</p>	<p>Proposed Lot 2 is of sufficient size and dimension to accommodate the required setback or screening.</p> <p>(b) The deck of the existing dwelling on Lot 1 is more than 1m above natural ground level. It would be setback 7.5m from the rear boundary. Proposed Lot 2 is of sufficient size and dimension to accommodate the required setback or screening.</p> <p>(c) Not applicable. There are no other dwellings on the same sites currently or proposed.</p>
<p>10.4.6–(A2) A window or glazed door, to a habitable room, of a dwelling, that has a floor level more than 1.0m above, the natural ground level, must be in accordance with (a), unless it is in accordance with (b):</p> <p>(a) The window or glazed door:</p> <p style="padding-left: 40px;">(i) is to have a setback of at least 3.0m from a side</p>	<p>Compliant.</p> <p>(a) The existing dwelling on proposed Lot 1 does contain habitable rooms with floor levels that are more than 1m above natural ground level. The setback of the windows to the new eastern boundary would be 4m. Proposed Lot 2 is of sufficient size and dimension to accommodate</p>

<p>boundary; and</p> <p>(ii) is to have a setback of at least 4.0m from a rear boundary; and</p> <p>(iii) if the dwelling is a multiple dwelling, is to be at least 6.0m from a window or glazed door, to a habitable room, of another dwelling on the same site; and</p> <p>(iv) if the dwelling is a multiple dwelling, is to be at least 6.0m from the private open space of another dwelling on the same site.</p> <p>(b) The window or glazed door:</p> <p>(i) is to be offset, in the horizontal plane, at least 1.5m from the edge of a window or glazed door, to a habitable room of another dwelling; or</p> <p>(ii) is to have a sill height of at least 1.7m above the floor level or has fixed obscure glazing extending to a height of at least 1.7m above the floor level; or</p> <p>(iii) is to have a permanently fixed external screen for the full length of the window or glazed door, to a height of at least 1.7m above floor level, with a uniform transparency of not more than 25%.</p>	<p>the required setback or screening.</p> <p>(b) Not applicable. Satisfied by (a).</p>
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<p>10.4.6–(A3) A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of at least:</p> <p>(a) 2.5m; or</p> <p>(b) 1.0m if:</p> <p>(i) it is separated by a screen of at least 1.7m in height; or</p> <p>(ii) the window, or glazed door, to a habitable room has a sill height of at least 1.7m above the shared driveway or parking space, or has fixed obscure glazing extending to a height of at least 1.7m above the floor level.</p>	<p>Not applicable.</p> <p>No multiple dwellings proposed.</p>
10.4.7 Frontage fences for all dwellings	
<p>10.4.7–(A1) A fence (including a free-standing wall) within 4.5m of a frontage must have a height above natural ground level of not more than:</p> <p>(a) 1.2m if the fence is solid; or</p> <p>(b) 1.8m, if any part of the fence that is within 4.5m of a</p>	<p>Not applicable.</p> <p>No front fencing proposed.</p>

primary frontage has openings above a height of 1.2m which provide a uniform transparency of not less than 30% (excluding any posts or uprights).	
10.4.8 Waste storage for multiple dwellings	
<p>10.4.8–(A1) A multiple dwelling must have a storage area, for waste and recycling bins, that is an area of at least 1.5m² per dwelling and is within one of the following locations:</p> <p>(a) in an area for the exclusive use of each dwelling, excluding the area in front of the dwelling; or</p> <p>(b) in a communal storage area with an impervious surface that:</p> <p>(i) has a setback of at least 4.5m from a frontage; and</p> <p>(ii) is at least 5.5m from any dwelling; and</p> <p>(iii) is screened from the frontage and any dwelling by a wall to a height of at least 1.2m above the finished surface level of the storage area.</p>	<p>Not applicable.</p> <p>No multiple dwellings proposed.</p>
10.4.9 Suitability of a site or lot for use or development	
10.4.9–(A1) A site or each lot on a plan of subdivision must:	Compliant.

<p>(a) have an area of not less than 330m² excluding any access strip; and</p> <p>(b) if intended for a building, contain a building area of not less than 10.0m x 15.0m:</p> <ul style="list-style-type: none"> (i) clear of any applicable setback from a frontage, side or rear boundary; (ii) clear of any applicable setback from a zone boundary; (iii) clear of any registered easement; (iv) clear of any registered right-of-way benefiting other land; (v) clear of any restriction imposed by a utility; (vi) not including an access strip; (vii) accessible from a frontage or access strip; and (viii) if a new residential lot, with a long axis within the range 30 degrees east of north and 20 degrees west of north. 	<p>(a) Both lots would be over 330m². Lot 1 would be 675m² (600m² not including the access strip) and Lot 2 would be 530m².</p> <p>(b) Lot 1 would provide a building area of 21m x 11m and for Lot 2, 16m x 17m which are:</p> <ul style="list-style-type: none"> (i) clear of front, side and rear setbacks; (ii) clear of zone boundary setback; (iii) clear of easements; (iv) clear of right-of-way; (v) clear of utilities; (vi) does not include access strip; (vii) accessible from the frontage; (viii) of suitable orientation.
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<p>10.4.9–(A2) A site or each lot on a subdivision plan must have a separate access from a road:</p> <ul style="list-style-type: none"> (a) across a frontage over which no other land has a right of access; and (b) if an internal lot, by an access strip connecting to a frontage over land not required as the means of access to any other land; or (c) by a right of way connecting to a road: <ul style="list-style-type: none"> (i) over land not required as the means of access to any other land; and (ii) not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and (d) with a width of frontage and any access strip or right of way of not less than: <ul style="list-style-type: none"> (i) 3.6m for a single dwelling development; or (ii) 6.0m for a multiple dwelling development or development for a non-residential use; and (e) the relevant road authority in accordance with the <i>Local</i> 	<p>Compliant.</p> <ul style="list-style-type: none"> (a) Exclusive frontage for Lot 1 would be 19m to South Road and 3.6m to Amherst Street. Exclusive frontage for Lot 2 would be 48m to South Road and Amherst Street. (b) Not applicable. Satisfied by (a). (c) Not applicable. Satisfied by (a). (d) Frontage for Lot 1 would be 19m to South Road and 3.6m to Amherst Street. Frontage for Lot 2 would be 48m to South Road and Amherst Street. (e) Access compliant (refer to Statement of Compliance).
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<p><i>Government (Highways) Act 1982</i> or the <i>Roads and Jetties Act 1935</i> must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a proposed subdivision plan.</p>	
<p>10.4.9–(A3) A site or each lot on a plan of subdivision must be capable of connecting to a water supply provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>.</p>	<p>Compliant.</p> <p>The site is connected to the reticulated water system. The Council's Planning Permit would require compliance with TasWater's approval, included as an attachment to the Planning Permit.</p>
<p>10.4.9–(A4) A site or each lot on a plan of subdivision must be capable of draining and disposing of sewage and waste water to a sewage system provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>.</p>	<p>Compliant.</p> <p>The site is connected to the reticulated sewerage system. The Council's Planning Permit would require compliance with TasWater's approval, included as an attachment to the Planning Permit.</p>
<p>10.4.9–(A5) A site or each lot on a plan of subdivision must be capable of draining and disposing of stormwater to a stormwater system provided in accordance with the <i>Urban Drainage Act 2013</i>.</p>	<p>Compliant.</p> <p>The site is connected to the reticulated stormwater system. The Council's Planning Permit would require compliance with its approval as a Stormwater Authority issued as a Statement of Compliance. The Statement of</p>

	Compliance states that each lot must have a separate reticulated stormwater connection.
10.4.10 Dwelling density for single dwelling development	
<p>10.4.10-(A1)</p> <p>(a) The site area per dwelling for a single dwelling must –</p> <p style="padding-left: 40px;">(i) be not less than 325m²; and</p> <p style="padding-left: 40px;">(ii) be not more than 830m²; or</p> <p>(b) The site is approved for residential use on a plan sealed before this planning scheme came into effect.</p>	<p>Compliant.</p> <p>(a)(i) Both lots exceed 325m².</p> <p>(a)(ii) Both lots are less than 830m².</p> <p>(b) Not applicable. Subdivision would not be sealed before the Scheme came into operation (19 October 2013).</p>
10.4.11 Other development	
10.4.11.1 Location and configuration of development	
<p>10.4.11-(A1) The wall of a building (other than for a dwelling) must be set back from a frontage:</p> <p>(a) not less than 4.5m from a primary frontage; and</p> <p>(b) not less than 3.0m from any secondary frontage; or</p> <p>(c) not less than and not more than the setbacks for any</p>	<p>Not applicable.</p> <p>Not “other” development.</p>

<p>existing building on adjoining sites;</p> <p>(d) not less than for any building retained on the site;</p> <p>(e) in accordance with any building area shown on a sealed plan; or</p> <p>(f) not less than 50.0m if the site abuts the Bass Highway.</p>	
<p>10.4.11.1–(A2) All buildings (other than for a dwelling) must be contained within a building envelope determined by:</p> <p>(a) the applicable frontage setback;</p> <p>(b) a distance of not less than 4.0m from the rear boundary or if an internal lot, a distance of 4.5m from the boundary abutting the rear boundary of the adjoining frontage site;</p> <p>(c) projecting a line at an angle of 45 degrees from the horizontal at a height of 3.0m above natural ground level at each side boundary and at a distance of 4.0m from the rear boundary to a building height of not more than 8.5m above natural ground level if walls are setback:</p> <p>(i) not less than 1.5m from each side boundary; or</p> <p>(ii) less than 1.5m from a side boundary if:</p>	<p>Not applicable.</p> <p>Not “other” development.</p>

<ul style="list-style-type: none"> a. built against an existing wall of an adjoining building; or b. the wall or walls: <ul style="list-style-type: none"> i. have the lesser of a total length of 9.0m or one-third of the boundary with the adjoining land; ii. there is no door or window in the wall of the building; and iii. overshadowing does not result in 50% of the private open space of an adjoining dwelling receiving less than three hours of sunlight between 9.00am and 3.00pm on 21 June; <p>(d) in accordance with any building envelope shown on a sealed plan of subdivision.</p>	
<p>10.4.11.1 –(A3) Site coverage (other than for a dwelling) must:</p> <ul style="list-style-type: none"> (a) not be more than 50%; or (b) not be more than any building area shown on a sealed plan of subdivision. 	<p>Not applicable.</p> <p>Not “other” development.</p>

10.4.11.1–(A4) A garage, carport or external parking area and any area for the display, handling, or storage of goods, materials or waste (other than for a dwelling), must be located behind the primary frontage of a building.	Not applicable. Not “other” development.
10.4.11.1–(A5) Other than for a dwelling, the total width of openings in the frontage elevation of a garage or carport (whether freestanding or part of any other building) must be the lesser of: (a) 6.0m; or (b) half the width of the frontage.	Not applicable. Not “other” development.
10.4.11.2 Visual and acoustic privacy for residential development	
10.4.11.2–(A1) A door or window to a habitable room or any part of a balcony, deck, roof garden, parking space or carport of a building (other than for a dwelling) must: (a) if the finished floor level is more than 1.0m above natural ground level: (i) be not less than 6.0m from any door, window, balcony, deck, or roof garden in a dwelling on the same site; (ii) be not less than 3.0m from a side boundary;	Not applicable. Not “other” development.

<ul style="list-style-type: none">(iii) be not less than 4.0m from a rear boundary; and(iv) if an internal lot, be not less than 4.5m from the boundary abutting a rear boundary of a lot of an adjacent frontage site; or <p>(b) if less than the setbacks in clause A1(a):</p> <ul style="list-style-type: none">(i) be off-set by not less than 1.5m from the edge of any door or window of another dwelling;(ii) have a window sill height of not less than 1.8m above floor level;(iii) have fixed glazing or screening with a uniform transparency of not more than 25% in that part of a door or window less than 1.7m above floor level; or(iv) have a fixed and durable external screen other than vegetation of not less than 1.8m height above the floor level with a uniform transparency of not more than 25% for the full width of the door, window, balcony, deck, roof garden, parking space, or carport.	
10.4.11.2-(A2) An access strip or shared driveway, including any pedestrian pathway and parking area (other than for a dwelling),	Not applicable.

must be separated by a distance of not less than 1.5m horizontally and 1.5m vertically from the door or window to a dwelling or any balcony, deck, or roof garden in a dwelling.	Not “other” development.
10.4.11.3 Frontage fences	
<p>10.4.11.3–(A1) The height of a fence, including any supporting retaining wall, on or within a frontage setback (other than for a dwelling) must be:</p> <p>(a) not more than 1.2m if the fence is solid; or</p> <p>(b) not more than 1.8m provided that part of the fence above 1.2m has openings that provide a uniform transparency of not less than 30%.</p>	<p>Not applicable.</p> <p>Not “other” development.</p>
10.4.12 Setback of development for sensitive use	
<p>10.4.12–(A1) A building containing a sensitive use must be contained within a building envelope determined by:</p> <p>(a) the setback distance from the zone boundary as shown in the Table to this clause; and</p> <p>(b) projecting upward and away from the zone boundary at an angle of 45 degrees above the horizontal from a wall height of 3.0m at the required setback distance from the zone boundary.</p>	<p>Compliant.</p> <p>Adjoining land is General Residential. No required setback to this zone boundary.</p>

<p>10.4.12–(A2) Development for a sensitive use must be not less than 50.0m from:</p> <p>(a) a major road identified in the Table to this clause;</p> <p>(b) a railway;</p> <p>(c) land designated in the planning scheme for future road or rail purposes; or</p> <p>(d) a proclaimed wharf area.</p>	<p>Compliant.</p> <p>(a) Site is 1.2km to the Bass Highway.</p> <p>(b) Site is 250m to the Western Rail Line.</p> <p>(c) Not applicable. There is no land designated in the Scheme for future road or rail purposes.</p> <p>(d) Closest proclaimed wharf is Devonport which is 23km away.</p>
<p>10.4.13 Subdivision</p>	
<p>10.4.13–(P1) Each new lot on a plan of subdivision must be:</p> <p>(a) intended for residential use;</p> <p>(b) a lot required for public use by the State Government, a Council, a statutory authority or a corporation all the shares of which are held by or on behalf of the State, a Council or by a statutory authority; or</p> <p>(c) for a purpose permissible in the zone.</p>	<p>Compliant.</p> <p>(a) Proposed new lot is for residential use.</p> <p>(b) Not applicable. Satisfied by (a)</p> <p>(c) Satisfied by (a).</p>
<p>10.4.13–(P2)</p> <p>(a) A lot must have a frontage to a road; or</p>	<p>Compliant.</p> <p>(a) Both lots have frontages to a road – South Road</p>

<p>(b) An internal lot on a plan of subdivision must be:</p> <p>(i) reasonably required for the efficient use of land as a result of a restriction on the layout of lots with a frontage imposed by:</p> <ul style="list-style-type: none">a. slope, shape, orientation and topography of land;b. an established pattern of lots and development;c. connection to the road network;d. connection to available or planned utilities;e. a requirement to protect ecological, scientific, historic, cultural or aesthetic values including vegetation or a watercourse; orf. exposure to an unacceptable level of risk from a natural hazard; and <p>(ii) without likely impact on the amenity of adjacent land.</p>	<p>and Amherst Street.</p> <p>(b) Not applicable. No internal lot proposed.</p>
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10.4.14 Reticulation of an electricity supply to new lots on a plan of subdivision	
10.4.14-(A1) Electricity reticulation and site connections must be installed underground.	<p>Non-compliant.</p> <p>Electricity supply in the area is overhead. An additional connection to Lot 2 from overhead source would be appropriate.</p> <p>Refer "Issues" section below.</p>
CODES	
E1 Bushfire-Prone Areas Code	<p>Not applicable.</p> <p>Site is zoned General Residential and exempt from the Code requirements.</p>
E2 Airport Impact Management Code	<p>Not applicable.</p> <p>There is no Airport Impact Management Code in the Scheme.</p>
E3 Clearing and Conversion of Vegetation Code	<p>Not applicable.</p> <p>No significant clearing or conversion of native vegetation proposed.</p>

E4 Change in Ground Level Code	Not applicable. No significant change in ground level proposed.
E5 Local Heritage Code	Not applicable. No places of local heritage significance listed in the Code.
E6 Hazard Management Code	Not applicable. Site not included within any natural hazard mapping for landslide or coastal erosion or inundation, and not of known or suspected contamination.
E7 Sign Code	Not applicable. No signage proposed.
E8 Telecommunication Code	Not applicable. No telecommunication facilities proposed.
E9 Traffic Generating Use and Parking Code	
E9.2 Application of this Code	Applies to all development.

E9.4 Use or development exempt from this Code	Not exempt – no Local Area Parking Scheme applies to the site.
E9.5 Use Standards	
E9.5.1 Provision for parking	
<p>E9.5.1–(A1) Provision for parking must be:</p> <ul style="list-style-type: none"> (a) the minimum number of on-site vehicle parking spaces must be in accordance with the applicable standard for the use class as shown in the Table to this Code; (b) motor bike parking at a rate of one space for every 20 vehicle parking spaces; (c) parking spaces for people with disabilities at the rate of one space for every 20 parking spaces or part thereof; and (d) bicycle parking at the rate of one space for every 20 vehicle parking spaces or part thereof. 	<p>Compliant.</p> <ul style="list-style-type: none"> (a) Existing dwelling on Lot 1 currently provides and would retain two on-site car parking spaces. The new Lot 2 has sufficient area and dimension to be capable of providing two required on-site vehicle parking spaces. (b) Not applicable. Requirement only triggered when more than 20 parking spaces are required or provided. (c) Not applicable. Requirement only triggered when more than 20 parking spaces are required or provided. (d) Not applicable. Requirement only triggered when more than 20 parking spaces are required or provided.

E9.5.2 Provision for loading and unloading of vehicles	
E9.5.2–(A1) There must be provision within a site for:	Not applicable.
(a) on-site loading area in accordance with the requirement in the Table to this Code; and	Not required for residential use on either lot.
(b) passenger vehicle pick-up and set-down facilities for business, commercial, educational and retail use at the rate of one space for every 50 parking spaces.	
E9.6 Development Standards	
E9.6.1 Road access	
E9.6.1–(A1) There must be an access to the site from a carriageway of a road ^{R36} :	Compliant.
(a) permitted in accordance with the <i>Local Government (Highways) Act 1982</i> ;	(a) Existing and proposed accesses for both lots have been approved under the Statement of Compliance, subject to the driveways being separated by a distance of 2.5m.
(b) permitted in accordance with the <i>Roads and Jetties Act 1935</i> ; or	(b) Not applicable. Satisfied by (a).
(c) permitted by a license granted for access to a limited access road under the <i>Roads and Jetties Act 1935</i> .	(c) Not applicable. Satisfied by (a).

E9.6.2 Design of vehicle parking and loading areas	
E9.6.2 A1.1 All development must provide for the collection, drainage and disposal of stormwater; and	<p>Compliant through condition.</p> <p>Stormwater collection and disposal details not shown on plan.</p> <p>Should be required as a condition on the Permit.</p>
<p>E9.6.2 A1.2 Other than for development for a single dwelling in the General Residential, Low Density Residential, Urban Mixed Use and Village zones, the layout of vehicle parking area, loading area, circulation aisle and manoeuvring area must –</p> <p>(a) Be in accordance with AS/NZS 2890.1 (2004) – Parking Facilities – Off-Street Car Parking;</p> <p>(b) Be in accordance with AS/NZS 2890.2 (2002) Parking Facilities – Off-Street Commercial Vehicles;</p> <p>(c) Be in accordance with AS/NZS 2890.3 (1993) Parking Facilities – Bicycle Parking Facilities;</p> <p>(d) Be in accordance with AS/NZS 2890.6 Parking Facilities – Off-Street Parking for People with Disabilities;</p> <p>(e) Each parking space must be separately accessed from the internal circulation aisle within the site;</p>	<p>Compliant.</p> <p>(a) The existing dwelling on Lot 1 provides adequate on-site turning in accordance with AS/NZS 2890.1 – 2004 – Parking Facilities – Off-Street Car Parking. Lot 2 has sufficient area and dimension to be capable of satisfying the required standard.</p> <p>(b) Not applicable. Commercial vehicle parking not provided or required.</p> <p>(c) Not applicable. Bicycle parking not provided or required.</p> <p>(d) Not applicable. Disability parking not provided or required.</p> <p>(e) Compliant. Access to parking space on Lot 1</p>

<p>(f) Provide for the forward movement and passing of all vehicles within the site other than if entering or leaving a loading or parking space;</p> <p>(g) Be formed and constructed with compacted sub-base and an all-weather surface.</p>	<p>from driveway. Lot 2 has sufficient area and dimension to be capable of satisfying the required driveway access.</p> <p>(f) Compliant. Forward movement on and off Lot 1 is currently and would continue to be provided. Lot 2 has sufficient area and dimension to be capable of satisfying required turning.</p> <p>(g) Compliant through condition. The following condition is proposed:</p> <p style="padding-left: 40px;">“Vehicle parking and manoeuvring areas must be formed and constructed with compacted sub-base and provided with an all-weather surface and provide for the collection, drainage and disposal of stormwater.”</p>
<p>E9.6.2–(A2) Design and construction of an access strip and vehicle circulation, movement and standing areas for use or development on land within the Rural Living, Environmental Living, Open Space, Rural Resource, or Environmental Management zones must be in accordance with the principles and requirements for in the current edition of Unsealed Roads Manual – Guideline for Good Practice ARRB.</p>	<p>Not applicable.</p> <p>Provision does not apply in the General Residential zone.</p>

E10 Water and Waterways Code	Not applicable. The site is approximately 70m to the Leven River shoreline.
Specific Area Plans	Not applicable. No Specific Area Plans apply to this site.

Issues –

1 Overhead power supply connection –

Section 10.4.14 of the Scheme requires the connection of electricity be underground. The applicant indicates that the connection should be overhead because that is the nature of all power connections in the area.

The associated Performance Criteria allow for an alternative arrangement where it would be impractical, unreasonable or unnecessary to install site connections underground.

Power connection to proposed Lot 1 and surrounding dwellings is overhead. The additional overhead connection of Lot 2 would make little impact on the visual characteristics or amenity of the area. In this context, it is considered that to require an underground connection would be unnecessary and unreasonable.

Consequently it is considered that an exercise of discretion on the standard to allow an overhead electricity connection would be justified.

2 Subdivision –

Subdivision is Discretionary under the Scheme because there are no Acceptable Solutions in Section 10.4.13 of the Scheme. The development is also subject to numerous requirements under the Zone and Code provisions. The relevant Performance Criteria and Zone and Code provisions have all been satisfied in this case.

In addition to Scheme requirements, the *Local Government (Building and Miscellaneous Provisions) Act 1993* lists various matters that provide for the refusal of an application for subdivision. These are:

- (a) roads would not suit the public convenience;
- (b) drainage of land would be unsatisfactory;
- (c) land not suitable for effluent disposal;
- (d) site layout would make servicing unduly expensive;
- (e) whether it should be altered to include or omit alleys, public open space, road widening etc;

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- (f) adjacent land should be included in the subdivision of land;
 - (g) lots are unsuitable for building on; and
 - (h) lots should not be sold because of easements, party wall easements or state of a party wall on its boundary.

In the case of the proposed subdivision, none of the listed matters apply and there is no reason, based on the Performance Criteria, why the proposal should not proceed.

3 *Public Open Space Contribution –*

The *Local Government (Building and Miscellaneous Provisions) Act 1993* also provides for the contribution of public open space. The details of such contributions are determined in the Council's Public Open Space Contributions Policy (the Policy). For subdivisions involving less than five lots an assessment of existing provision in the vicinity of the subdivision, in accordance with the Council's Policy, must be undertaken.

In this case, an assessment indicates that no additional land is required in the vicinity and that consequently a 5% financial contribution, based on the value of new lots created, should be paid.

It is appropriate that a public open space contribution is required and that such payment be a condition of the Council's approval.

Referral advice –

Referral advice from the various Departments of the Council and other service providers is as follows:

SERVICE	COMMENTS/CONDITIONS
Environmental Health	No conditions required.
Infrastructure Services	Conditions required. Refer to Statement of Compliance from the Road Authority and the Stormwater Authority.

TasWater	Refer to Submission to Planning Authority Notice Reference No. TWDA 2015/01229-CC.
Department of State Growth	No referral required.
Environment Protection Authority	No referral required.
TasRail	No referral required.
Heritage Tasmania	No referral required.
Crown Land Services	No referral required.
Other	No referral required.

CONSULTATION

In accordance with s.57(3) of the *Land Use Planning and Approvals Act 1993*:

- . a site notice was posted;
- . letters to adjoining owners were sent; and
- . an advertisement was placed in the Public Notices section of The Advocate.

Representations –

One representation was received within the prescribed time, a copy of which is provided at Annexure 3.

The representation is summarised and responded to as follows:

MATTER RAISED	RESPONSE
1 An additional property close by would interfere with privacy and serenity.	The development would be a minor increase in density and one being facilitated through the Scheme. An additional dwelling might increase site activity but probably only to a minor degree and unlikely to be unreasonable.

2	Will cause an increase in motor vehicle noise causing stress.	While an additional vehicle access in Amherst Street might result in some increase in traffic and associated noise, it is not likely that the impact of a few more cars each day would cause an unreasonable impact.
3	Increased number of vehicles could adversely affect safety of joggers, dog walkers and school bus.	Amherst Street is a low speed and low volume traffic environment. The access points from the proposed lots provide adequate sight lines. The subdivision is unlikely to change these characteristics. Consequently, it is unlikely that any decrease in the safety of users would result.
4	Proposed sewer pipe in Amherst Street could damage trees representors have planted in the naturestrip. Relocate sewer to the road.	<p>It is possible that the proposed sewer and stormwater pipes in Amherst Street could damage four small recently planted exotic trees in the naturestrip.</p> <p>The trees are planted above an existing stormwater pipeline and may be inappropriate for that reason, i.e. roots could disrupt the pipe.</p> <p>Also, the naturestrip is where underground services are usually placed, to limit disruption with maintenance and repair operations and avoid more costly excavation and sealing works involving the carriageway.</p> <p>In this case, the protection of existing infrastructure and placement of a new sewer pipe should take precedence over the trees.</p>

RESOURCE, FINANCIAL AND RISK IMPACTS

The proposal has no likely impact on Council resources outside those usually required for assessment and reporting, and possibly costs associated with an appeal against the Council's determination should one be instituted.

CORPORATE COMPLIANCE

The Central Coast Strategic Plan 2014–2024 includes the following strategies and key actions:

The Environment and Sustainable Infrastructure

- . Develop and manage sustainable built infrastructure.

CONCLUSION

The proposed subdivision is consistent with the subdivision provisions of the Scheme and with matters that the Council must consider under the *Local Government (Building and Miscellaneous Provisions) Act 1993*. Specifically, the two lots are consistent with the minimum lot size and would represent a more efficient use of land and services than is currently the case.

The concerns of the representors are acknowledged, but in relation to the matters raised, it is considered that the impact of a second dwelling on the site would not be unreasonable and is insufficient to halt the development.

On the two matters requiring exercises of discretion; subdivision and undergrounding of electricity connection, the application demonstrates compliance with statutory requirements under the Scheme and the *Local Government (Building and Miscellaneous Provisions) Act 1993*. Consequently, it is considered that exercises of discretion on these matters would be appropriate.

Recommendation –

It is recommended that the application for Residential (two lot subdivision) at 17 South Road, West Ulverstone, be approved subject to the following conditions and notes:

- 1 The development must be substantially in accordance with the application for this Permit, unless modified by a condition of this Permit.
- 2 The development must be in accordance with the conditions of the Submission to Planning Authority Notice from TasWater, Reference

No. TWDA 2015/01229–CC (copy attached).

- 3 Payment to the Council of a sum equivalent to 5% of the unimproved value of Lot 2, being a contribution in lieu of public open space provision.
- 4 Vehicle parking and manoeuvring areas must be formed and constructed with compacted sub-base and provided with an all-weather surface and provide for the collection, drainage and disposal of stormwater.
- 5 The development must be in accordance with the conditions of the “Statement of Compliance for Vehicular Access and Drainage Access” dated 10 August 2015, issued by the Council acting in its capacity as the Road Authority and the Stormwater Authority (copy attached).

Please note:

- 1 A Planning Permit remains valid for two years. If the use or development has not substantially commenced within this period an extension may be granted if a request is made before this period expires. If the Permit lapses, a new application must be made.
- 2 “Substantial commencement” is the submission and approval of a building permit or engineering drawings and the physical commencement of infrastructure works on the site, or an arrangement of a Private Works Authority or bank guarantee to undertake such works.
- 3 Please liaise with the Council regarding the construction of the accesses and the associated street tree removal/replacement prior to undertaking any work on the accesses or in the road reservation.’

The report is supported.”

The Director Community Services further reported as follows:

“A copy of the Annexures referred to in the Land Use Planning Group Leader’s report has been circulated to all Councillors.”

■ Cr van Rooyen moved and Cr Downie seconded, “That the application for the development of a Residential (two lot subdivision) at 17 South Road, West Ulverstone be approved subject to the following conditions and notes:

- 1 The development must be substantially in accordance with the

application for this Permit, unless modified by a condition of this Permit.

- 2 The development must be in accordance with the conditions of the Submission to Planning Authority Notice from TasWater, Reference No. TWDA 2015/01229-CC (copy attached) (copy being appended to a forming part of the minutes).
- 3 Payment to the Council of a sum equivalent to 5% of the unimproved value of Lot 2, being a contribution in lieu of public open space provision.
- 4 Vehicle parking and manoeuvring areas must be formed and constructed with compacted sub-base and provided with an all-weather surface and provide for the collection, drainage and disposal of stormwater.
- 5 The development must be in accordance with the conditions of the "Statement of Compliance for Vehicular Access and Drainage Access" dated 10 August 2015, issued by the Council acting in its capacity as the Road Authority and the Stormwater Authority (copy attached) (copy being appended to a forming part of the minutes).

Please note:

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- 2 "Substantial commencement" is the submission and approval of a building permit or engineering drawings and the physical commencement of infrastructure works on the site, or an arrangement of a Private Works Authority or bank guarantee to undertake such works.
- 3 Please liaise with the Council regarding the construction of the accesses and the associated street tree removal/replacement prior to undertaking any work on the accesses or in the road reservation."

Carried unanimously

Closure

There being no further business, the Mayor declared the meeting closed at 6.12pm.

CONFIRMED THIS DAY OF , 2016.

Chairperson

(cvv:dl)

Appendices

- Minute No. 18/2015 – TasWater Submission to Planning Authority Notice
Reference No. TWDA 2015/01229-CC
- Minute No. 18/2015 – Statement of Compliance from Road Authority and
Stormwater Authority

QUALIFIED PERSON'S ADVICE

The *Local Government Act 1993* provides (in part) as follows:

- . A general manager must ensure that any advice, information or recommendation given to the council is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.
- . A council is not to decide on any matter which requires the advice of a qualified person without considering such advice unless the general manager certifies in writing that such advice was obtained and taken into account in providing general advice to the council.

I therefore certify that with respect to all advice, information or recommendation provided to the Development Support Special Committee within these minutes:

- (i) the advice, information or recommendation was given by a person who has the qualifications or experience necessary to give such advice, information or recommendation; and
- (ii) where any advice was directly given by a person who did not have the required qualifications or experience that person has obtained and taken into account in that person's general advice the advice from an appropriately qualified or experienced person.



Sandra Ayton
GENERAL MANAGER

Appendices

Submission to Planning Authority Notice

Council Planning Permit No.	DA215020	Council notice date	6/08/2015
TasWater details			
TasWater Reference No.	TWDA 2015/01229-CC	Date of response	19/04/2016
TasWater Contact	Amanda Coleman	Phone No.	6237 8229
Response issued to			
Council name	CENTRAL COAST COUNCIL		
Contact details	planning.cmw@centralcoast.tas.gov.au		
Development details			
Address	17 SOUTH RD, WEST ULVERSTONE	Property ID (PID)	6956556
Description of development	Subdivision 2 Lots		
Schedule of drawings/documents			
Prepared by	Drawing/document No.	Revision No.	Date of Issue
PDA Surveyors	Plan of Subdivision	--	18/04/2016
Conditions			
<p>Pursuant to the <i>Water and Sewerage Industry Act 2008 (TAS)</i> Section 56P(1) TasWater imposes the following conditions on the permit for this application:</p> <p>CONNECTIONS, METERING & BACKFLOW</p> <ol style="list-style-type: none"> 1. A suitably sized water supply with metered connections / sewerage system and connections to each lot of the development must be designed and constructed to TasWater's satisfaction and be in accordance with any other conditions in this permit. 2. Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections must be carried out by TasWater at the developer's cost. <p>ASSET CREATION & INFRASTRUCTURE WORKS</p> <ol style="list-style-type: none"> 3. Plans submitted with the application for Engineering Design Approval must, to the satisfaction of TasWater show, all existing, redundant and/or proposed property services and mains. 4. Prior to applying for a Permit to Construct the developer must obtain from TasWater Engineering Design Approval for new TasWater infrastructure. The application for Engineering Design Approval must include engineering design plans prepared by a suitably qualified person showing the hydraulic servicing requirements for water and sewerage to TasWater's satisfaction. 5. Prior to works commencing, a Permit to Construct must be applied for and issued by TasWater. All infrastructure works must be inspected by TasWater and be to TasWater's satisfaction. 6. In addition to any other conditions in this permit, all works must be constructed under the supervision of a suitably qualified person in accordance with TasWater's requirements. 7. Prior to the issue of a Consent to Register a Legal Document all additions, extensions, alterations or upgrades to TasWater's water and sewerage infrastructure required to service the development, generally as shown on the concept servicing plan, are to be at the expense of the developer to the satisfaction of TasWater, with live connections performed by Taswater. 8. At practical completion of the sewerage works and prior to TasWater issuing a Consent to a Register 			

Legal Document the developer must obtain a Certificate of Practical Completion from TasWater for the works that will be transferred to TasWater. To obtain a Certificate of Practical Completion:

- a) Written confirmation from the supervising suitably qualified person certifying that the works have been constructed in accordance with the TasWater approved plans and specifications and that the appropriate level of workmanship has been achieved;
 - b) A request for a joint on-site inspection with TasWater's authorised representative must be made;
 - c) As constructed drawings must be prepared by a suitably qualified person to TasWater's satisfaction and forwarded to TasWater.
9. After the Certificate of Practical Completion has been issued, a 12 month defects liability period applies to this infrastructure. During this period all defects must be rectified at the developer's cost and to the satisfaction of TasWater. A further 12 month defects liability period may be applied to defects after rectification. TasWater may, at its discretion, undertake rectification of any defects at the developer's cost. Upon completion, of the defects liability period the developer must request TasWater to issue a "Certificate of Final Acceptance". The newly constructed infrastructure will be transferred to TasWater upon issue of this certificate and TasWater will release any security held for the defects liability period.
10. The developer must take all precautions to protect existing TasWater infrastructure. Any damage caused to existing TasWater infrastructure during the construction period must be promptly reported to TasWater and repaired by TasWater at the developer's cost.
11. Ground levels over the TasWater assets and/or easements must not be altered without the written approval of TasWater.

FINAL PLANS, EASEMENTS & ENDORSEMENTS

12. Prior to the Sealing of the Final Plan of Survey, the developer must obtain a Consent to Register a Legal Document from TasWater and the certificate must be submitted to the Council as evidence of compliance with these conditions when application for sealing is made.
13. Pipeline easements, to TasWater's satisfaction, must be created over any existing or proposed TasWater infrastructure and be in accordance with TasWater's standard pipeline easement conditions.

DEVELOPMENT ASSESSMENT FEES

14. The applicant or landowner as the case may be, must pay a development assessment fee to TasWater for this proposal of \$197.00 for development assessment as approved by the Economic Regulator and the fees will be indexed as approved by the Economic Regulator from the date of the Submission to Planning Authority Notice for the development assessment fee, until the date they are paid to TasWater. Payment is required within 30 days from the date of the invoice.

Advice

For information on TasWater development standards, please visit <http://www.taswater.com.au/Development/Development-Standards>

For application forms please visit <http://www.taswater.com.au/Development/Forms>

The developer is responsible for arranging to locate existing TasWater infrastructure and clearly showing it on any drawings. Existing TasWater infrastructure may be located by TasWater (call 136 992) on site at the developer's cost, alternatively a surveyor and/or a private contractor may be engaged at the

developers cost to locate the infrastructure.

Declaration

The drawings/documents and conditions stated above constitute TasWater's Submission to Planning Authority Notice.

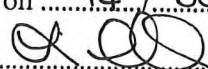
Authorised by



Jason Taylor
Development Assessment Manager


TasWater Contact Details

Phone	13 6992	Email	development@taswater.com.au
Mail	GPO Box 1393 Hobart TAS 7001	Web	www.taswater.com.au

CENTRAL COAST COUNCIL	
I certify that this is the TasWater Submission to Planning Authority.	
Notice - Reference No. TWDA 2015/01229-CC	
17 South Road, West Ulverstone -	
Application No. DA215020 referred to in	
Minute No. 18/2016 of a meeting of the	
Development Support Special Committee	
Council held on 14/06/2016	
	
Executive Services Officer	

Annexure 6

CENTRAL COAST COUNCIL

I certify that this is ^{the Statement of} ~~compliance from the~~
~~Local Authority and Stormwater Authority~~
~~17 South Road, West Waverley -~~
~~Application No. DA215020~~ referred to in
Minute No. ~~18/2016~~ of a meeting of the
~~Development Support Special Committee~~
~~Council~~ held on ~~14 / 06 / 2016~~

Executive Services Officer

10 August 2015

Our ref.: DA215020, paa:kaa
Doc ID: 214978

L G Rowlands
PO Box 152
ULVERSTONE TAS 7315

Dear Lynton

LOCAL GOVERNMENT (HIGHWAYS) ACT 1982 AND URBAN DRAINAGE ACT 2013
STATEMENT OF COMPLIANCE FOR VEHICULAR ACCESS AND DRAINAGE ACCESS
PROPOSED 2 LOT SUBDIVISION – 17 SOUTH ROAD, WEST ULVERSTONE

I refer to your application DA215020 for a two lot subdivision at 17 South Road, West Ulverstone, and based on the information supplied with the application the following determination is made in respect to vehicular access and stormwater drainage.

Access can be provided to the road network at 17 South Road, West Ulverstone, subject to the following:

- R1 The existing access located on the southern side of the Amherst Street frontage shall be reconstructed and upgraded to concrete for the existing house lot;
- R2 A single 3.6m wide reinforced concrete access shall be provided to the created vacant lot and shall be located on the Amherst Street frontage to the north of the existing access, with 2.5m separation between the two driveway aprons;
- R3 The new single 3.6m wide access and the existing single 3.6m wide access shall be constructed in accordance with Standard Drawing TSD-R09-v1 Urban Roads – Driveways (copy enclosed);
- R4 The Council has no objection to the removal of the street trees along the Amherst Street property frontage provided that this done, along with the provision of replacement street trees, in consultation with the Council's Parks/Recreation Officer;
- R5 A Roadworks Authority (RWA) or Private Works Authority (PWA) shall be signed by the developer/property owner for the Council to undertake work relating to existing kerb and channel, footpaths, nature strips, street trees or other Council infrastructure prior to any work associated with the development being undertaken;

- R6 Any damage or disturbance to roads, footpaths, kerb and channel, nature strips, street trees or other existing services resulting from activity associated with the development must be rectified;
- R7 Any work associated with roads, footpaths, kerb and channel or street trees will be undertaken by the Council, unless alternative arrangements are approved by the Council's Director Engineering Services or his representative;
- R8 All works or activity listed above shall be completed to the satisfaction of the Council's Director Engineering Services or his representative;
- R9 All works or activity listed above shall be at the developer's/property owner's cost;
- R10 A separate conditioned approval from the Council acting in its capacity as the Road Authority will be required for any works or activity in the road reservation, and is to be arranged prior to any work associated with the development being undertaken.

Access can be provided to the Council's stormwater network at 17 South Road, West Ulverstone to drain stormwater from the proposed subdivision, subject to the following:

- S1 A separate reticulated stormwater connection shall be provided to each lot from the main located adjacent to the Amherst Street property frontage;
- S2 Stormwater and associated infrastructure shall be provided in accordance with the Tasmanian Subdivision Guidelines and the Tasmanian Standard Drawings, unless otherwise required or approved by the Council's Director Engineering Services;
- S3 Any damage or disturbance to existing stormwater infrastructure resulting from activity associated with the subdivision must be rectified;
- S4 Any work associated with existing stormwater infrastructure will be undertaken by the Council, unless alternative arrangements are approved by the Council's Director Engineering Services or his representative;
- S5 All works or activity listed above shall be completed to the satisfaction of the Council's Director Engineering Services or his representative;
- S6 All works or activity listed above shall be at the developer's/property owner's cost;

- S7 A Private Works Authority (PWA) shall be signed by the developer/property owner for any Council work relating to the provision of the stormwater services prior to any work associated with the development being undertaken.

In general the following shall apply in respect to the provision of infrastructure associated with the subdivision development.

- I1 The provision, upgrading, re-routing, relocation or extension of Council infrastructure and services, required as a result of the subdivision, shall be done in accordance with the relevant standards and to the satisfaction of the Council's Director Engineering Services or his representative;
- I2 The provision, upgrading, re-routing, relocation or extension of Council infrastructure and services, required as a result of the subdivision, shall be at the property owner's/developer's cost;
- I3 Drainage, sewerage and/or pipeline easements shall be aligned along property boundaries, to the satisfaction of the Council's Director Engineering Services or his representative;
- I4 Any damage or disturbance to existing services resulting from activity associated with the subdivision must be rectified at the property owner's/developer's cost.

This 'Statement of Compliance' is not an approval to create any access, undertake roadworks or undertake stormwater drainage works, nor is it a planning permit for the subdivision. This 'Statement of Compliance' is valid for a period of 12 months from the date shown above.

A copy of this 'Statement of Compliance' has been provided to the Council's Land Use Planning Group for consideration with planning permit application DA215020.

Please contact me on tel. 6429 8977 should you have any further enquires.

Yours sincerely

Philip Adams
ENVIRONMENTAL ENGINEER
Encl.

Administrative Assistant - Planning ✓
Public Safety Coordinator
Parks/Recreation Officer
A COPY FOR YOUR INFORMATION

Minutes of an ordinary meeting of the Development Support Special Committee held in the Council Chamber of the Administration Centre, 19 King Edward Street, Ulverstone on Monday, 27 June 2016 commencing at 6.01pm

Members attendance

Cr Kathleen Downie (Acting Mayor)	Cr Shane Broad
Cr Garry Carpenter	Cr Rowen Tongs
Cr Tony van Rooyen	Ms Sandra Ayton

Members apologies

Cr Jan Bonde (Mayor)
Cr Philip Viney

Employees attendance

Director Community Services (Mr Cor Vander Vlist)
Director Infrastructure Services (Mr John Kersnovski)
Director Organisational Services (Mr Vernon Lawrence)

Public attendance

No members of the public attended during the course of the meeting.

CONFIRMATION OF MINUTES OF THE COMMITTEE

19/2016 Confirmation of minutes

The Director Community Services reported as follows:

“The minutes of the previous meeting of the Development Support Special Committee held on 14 June 2016 have already been circulated. The minutes are required to be confirmed for their accuracy.

The *Local Government (Meeting Procedures) Regulations 2015* provide that in confirming the minutes of a meeting, debate is allowed only in respect of the accuracy of the minutes.”

-
- Cr van Rooyen moved and Cr Broad seconded, “That the minutes of the previous meeting of the Development Support Special Committee held on 14 June 2016 be confirmed.”

Carried unanimously

ACTING MAYOR’S COMMUNICATIONS

20/2016 Acting Mayor’s communications

The Acting Mayor reported as follows:

“Under the terms of appointment of the Development Support Special Committee, it acts in agreed circumstances as if it were the Council and, accordingly, as a planning authority under the *Land Use Planning and Approvals Act 1993*.

Members are reminded that the *Local Government (Meeting Procedures) Regulations 2015* provide that the general manager is to ensure that the reasons for a decision by a council acting as a planning authority are recorded in the minutes.

In the event that items listed for consideration are referred, under the terms of the Committee’s appointment, to the Council (e.g. any matter the Committee cannot determine unanimously), or if the Committee is unable to make a determination within the relevant statutory time limit, such items will be referred to a meeting of the Council for a decision.”

- Cr Broad moved and Cr Carpenter seconded, “That the Acting Mayor’s report be received.”

Carried unanimously

PECUNIARY INTEREST DECLARATIONS

21/2016 Pecuniary interest declarations

The Acting Mayor reported as follows:

“Members are requested to indicate whether they have, or are likely to have, a pecuniary interest in any item on the agenda.”

The Director Community Services reported as follows:

“The *Local Government Act 1993* provides that a member must not participate at any meeting of a special committee in any discussion, nor vote on any matter, in respect of which the member has an interest or is aware or ought to be aware that a close associate has an interest.

Members are invited at this time to declare any interest they have on matters to be discussed at this meeting. If a declaration is impractical at this time, it is to be noted that a member must declare any interest in a matter before any discussion on that matter commences.

All interests declared will be recorded in the minutes at the commencement of the matter to which they relate.”

No interests were declared at this time.

ADJOURNMENT OF MEETING

22/2016 Adjournment of meeting

The Acting Mayor reported as follows:

“In order to effectively consider the reports before this meeting of the Committee it is appropriate that I adjourn the meeting to enable the related documents to be workshopped prior to resumption of the meeting and formal resolution of the agenda items.”

The workshop commenced at 6.03pm. The workshop having been concluded, the Acting Mayor resumed the meeting at 6.09pm.

DEPUTATIONS

23/2016 Deputations

The Director Community Services reported as follows:

“No requests for deputations to address the meeting or to make statements or deliver reports have been made.”

OPEN REPORTS

24/2016 Residential (outbuilding – shed) – variation to side boundary development standards at 28 Main Street, Ulverstone – Application No. DA215200

The Director Community Services reported as follows:

“The Town Planner has prepared the following report:

<i>‘DEVELOPMENT APPLICATION NO.:’</i>	DA215200
<i>PROPOSAL:</i>	Residential (outbuilding – shed) – variation to side boundary development standards
<i>APPLICANT:</i>	Mark McCall
<i>LOCATION:</i>	28 Main Street, Ulverstone
<i>ZONE:</i>	General Residential
<i>PLANNING INSTRUMENT:</i>	<i>Central Coast Interim Planning Scheme 2013</i> (the Scheme)
<i>ADVERTISED:</i>	28 May 2016
<i>REPRESENTATIONS EXPIRY DATE:</i>	11 June 2016
<i>REPRESENTATIONS RECEIVED:</i>	One
<i>42-DAY EXPIRY DATE:</i>	5 July 2016
<i>DECISION DUE:</i>	27 June 2016
<i>PURPOSE</i>	

The purpose of this report is to consider an application for an outbuilding (shed) ancillary to a residential dwelling at 28 Main Street, Ulverstone.

Accompanying the report are the following documents:

- . Annexure 1 – location plan;
- . Annexure 2 – application documentation;
- . Annexure 3 – representation;
- . Annexure 4 – aerial view and photograph;
- . Annexure 5 – TasWater Submission to a Planning Authority Notice TWDA 2016/00712-CC;
- . Annexure 6 – Tasmanian Heritage Council – Notice of Heritage Decision.

BACKGROUND

Development description –

Application is made for the demolition of a small shed and the development of a 151.6m² (9.3m x 16.3m), 4.27m high “double gable” outbuilding (shed). The building would be of Colorbond construction, built to within 4m of the southern rear boundary for a length of 16.3m and to within 1m of the eastern side boundary for a length of 9.3m. The building design has additional detail features, including gable roof design, to complement the design of the existing dwelling.

Site description and surrounding area –

The development site is a flat, 1,199m² residential allotment in the central urban area of Ulverstone, identified as 28 Main Street, Ulverstone. The land supports a State heritage listed single dwelling. The dwelling is described on the Tasmanian Heritage Register data sheet, as “a single storey weatherboard federation building with a pair of projecting gables with a small central gable over the entry. The two projecting gables form a veranda over a pair of bay windows”.

A residential complex comprising three multiple dwellings adjoins the land to the south, a single residence adjoins the land to the east and two residential multiple dwellings, created by a past subdivision, adjoin the land to the west.

History –

This is the second application for the proposal. The first application sought variations to rear and side boundary setbacks and was withdrawn during the statutory period of assessment. A second application has now been made, with the proposed outbuilding relocated 4m from the rear boundary of the allotment, with variations sought to side boundary development standards. The proposed 4m rear setback is the Scheme standard for setback of development from the rear boundary.

DISCUSSION

The following table is an assessment of the relevant Scheme provisions:

General Residential

CLAUSE	COMMENT
10.3.1 Discretionary Permit Use	
10.3.1–(P1) Discretionary permit use must: (a) be consistent with local area objectives; (b) be consistent with any applicable desired future character statement; and (c) minimise likelihood for adverse impact on amenity for use on adjacent land in the zone.	Not applicable. Residential use class is Permitted.
10.3.2 Impact of Use	
10.3.2–(A1) Use that is not a residential use must not occur on more than two adjoining sites.	Not applicable. Use is Residential.
10.3.2–(A2) The site for a use that is not in a residential use must not require pedestrian or vehicular access from a no-through road.	Not applicable. Use is Residential.
10.3.2–(A3) Other than for emergency services, residential, and visitor accommodation, hours of operation must be between 6.00am and 9.00pm.	Not applicable. Use is Residential.

10.4.1 Residential density for multiple dwellings	
<p>10.4.1–(A1) Multiple dwellings must have a site area per dwelling of not less than:</p> <p>(a) 325m²; or</p> <p>(b) if within a density area specified in Table 10.4.1 and shown on the planning scheme maps, that specified for the density area.</p>	<p>Not applicable.</p> <p>No multiple dwellings proposed.</p>
10.4.2 Setbacks and building envelope for all dwellings	
<p>10.4.2–(A1) Unless within a building area, a dwelling, excluding protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m into the frontage setback, must have a setback from a frontage that is:</p> <p>(a) if the frontage is a primary frontage, at least 4.5m, or, if the setback from the primary frontage is less than 4.5m, not less than the setback, from the primary frontage, of any existing dwelling on the site; or</p> <p>(b) if the frontage is not a primary frontage, at least 3.0m, or, if the setback from the frontage is less than 3.0m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site; or</p> <p>(c) if for a vacant site with existing dwellings on adjoining sites on</p>	<p>(a) Compliant. The shed would be 37m from the Main Street frontage.</p> <p>(b) Not applicable. Satisfied by 10.4.2 (A1)(a).</p> <p>(c) Not applicable. Satisfied by 10.4.2 (A1)(a).</p> <p>(d) Not applicable. Development does not abut the Bass Highway.</p>

<p>the same street, not more than the greater, or less than the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or</p> <p>(d) not less than 50.0m if the development is on land that abuts the Bass Highway.</p>	
<p>10.4.2–(A2) A garage or carport must have a setback from a primary frontage of at least:</p> <p>(a) 5.5m, or alternatively 1.0m behind the façade of the dwelling; or</p> <p>(b) the same as the dwelling façade, if a portion of the dwelling gross floor area is located above the garage or carport; or</p> <p>(c) 1.0m, if the natural ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10.0m from the frontage.</p>	<p>(a) Compliant. Outbuilding would be setback 37m from the primary frontage.</p> <p>(b) Not applicable. Development compliant with 10.4.2(A2)(a).</p> <p>(c) Not applicable. Development compliant with 10.4.2(A2)(a).</p>
<p>10.4.2–(A3) A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m horizontally beyond the building envelope, must:</p> <p>(a) be contained within a building envelope (refer to Diagrams 10.4.2A, 10.4.2B, 10.4.2C and 10.4.2D) determined by:</p> <p>(i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a lot</p>	<p>(a)(i) Compliant. The proposed outbuilding would be setback 37m from the front boundary.</p> <p>(a)(ii) Compliant. The proposed outbuilding would be contained within building envelope 10.4.2A, would be setback 4m from the rear boundary and would have an apex height of 4.275m.</p> <p>(b)(i) Non-compliant. Outbuilding would be 1m from the eastern side boundary with a wall development of 9.3m in length.</p>

<p>with an adjoining frontage; and</p> <p>(ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3.0m above natural ground level at the side boundaries and a distance of 4.0m from the rear boundary to a building height of not more than 8.5m above natural ground level; and</p> <p>(b) only have a setback within 1.5m of a side boundary if the dwelling:</p> <p>(i) does not extend beyond an existing building built on or within 0.2m of the boundary or the adjoining lot; or</p> <p>(ii) does not exceed a total length of 9.0m or one-third the length of the side boundary (whichever is the lesser).</p>	<p>(b)(ii) Non-compliant. Outbuilding would be 1m from the eastern side boundary with a wall development of 9.3m in length.</p> <p>Refer to "Issues" section below.</p>
<p>10.4.3 Site coverage and private open space for all dwellings</p>	
<p>10.4.3-(A1) Dwellings must have:</p> <p>(a) a site coverage of not more than 50% (excluding eaves up to 0.6m); and</p> <p>(b) for multiple dwellings, a total area of private open space of not less than 60.0m² associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or</p>	<p>(a) Compliant. Development does not exceed 50% site coverage. The land area is 1,199m². The existing dwelling has a floor area of 150.5m². Proposed development would be 151.6m². This equates to a total of 302.1m² on site, or a site coverage of 25.2%.</p> <p>(b) Not applicable. No multiple dwellings proposed.</p> <p>(c) Not applicable. No multiple dwellings proposed.</p>

<p>entry foyer); and</p> <p>(c) a site area of which at least 25% of the site area is free from impervious surfaces.</p>	
<p>10.4.3–(A2) A dwelling must have an area of private open space that:</p> <p>(a) is in one location and is at least:</p> <p>(i) 24.0m²; or</p> <p>(ii) 12.0m², if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(b) has a minimum horizontal dimension of:</p> <p>(i) 4.0m; or</p> <p>(ii) 2.0m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(c) is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and</p> <p>(d) is not located to the south, south-east or south-west of the</p>	<p>(a)(i) Compliant. Area of private open space is greater than 200m² and located to the north and east of the dwelling.</p> <p>(a)(ii) Not applicable. Not a multiple dwelling.</p> <p>(b)(i) Compliant. The dwelling's private open space areas have a minimum horizontal dimension of 4m.</p> <p>(b)(ii) Not applicable. Not a multiple dwelling.</p> <p>(c) Compliant. Dwelling has existing open space accessible from habitable rooms.</p> <p>(d) Compliant. Private open space areas are located to the north and east of the dwelling.</p> <p>(e) Complaint. Private open space is located to the east (and north) of the dwelling.</p> <p>(f) Compliant. The land is flat.</p> <p>(g) Compliant. Private open space areas are separate to vehicle access and parking areas.</p>

<p>dwelling, unless the area receives at least three hours of sunlight to 50% of the area between 9.00am and 3.00pm on 21 June; and</p> <p>(e) is located between the dwelling and the frontage, only if the frontage is orientated between 30 degrees west of north and 30 degrees east of north, excluding any dwelling located behind another on the same site; and</p> <p>(f) has a gradient not steeper than 1 in 10; and</p> <p>(g) is not used for vehicle access or parking.</p>	
10.4.4 Sunlight and overshadowing for all dwellings	
<p>10.4.4–(A1) A dwelling must have at least one habitable room (other than a bedroom) in which there is a window that faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A).</p>	<p>Compliant. There is an existing dwelling on site and the standard is not relevant to the construction of the outbuilding.</p>
<p>10.4.4–(A2) A multiple dwelling that is to the north of a window of a habitable room (other than a bedroom) of another dwelling on the same site, which window faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A), must be in accordance with (a) or (b), unless excluded by (c):</p> <p>(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4B):</p>	<p>Not applicable.</p> <p>No multiple dwellings proposed.</p>

<ul style="list-style-type: none"> (i) at a distance of 3.0m from the window; and (ii) vertically to a height of 3.0m above natural ground level and then at an angle of 45 degrees from the horizontal. <p>(b) The multiple dwelling does not cause the habitable room to receive less than three hours of sunlight between 9.00am and 3.00pm on 21 June.</p> <p>(c) That part, of a multiple dwelling, consisting of:</p> <ul style="list-style-type: none"> (i) an outbuilding with a building height no more than 2.4m; or (ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6m horizontally from the multiple dwelling. 	
<p>10.4.4–(A3) A multiple dwelling, that is to the north of the private open space, of another dwelling on the same site, required in accordance with A2 or P2 of subclause 10.4.3, must be in accordance with (a) or (b), unless excluded by (c):</p> <p>(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4C):</p> <ul style="list-style-type: none"> (i) at a distance of 3.0m from the northern edge of the private open space; and (ii) vertically to a height of 3.0m above natural ground level 	<p>Not applicable.</p> <p>No multiple dwellings proposed.</p>

<p>and then at an angle of 45 degrees from the horizontal.</p> <p>(b) The multiple dwelling does not cause 50% of the private open space to receive less than three hours of sunlight between 9.00am and 3.00pm on 21 June.</p> <p>(c) That part, of a multiple dwelling, consisting of:</p> <p>(i) an outbuilding with a building height no more than 2.4m; or</p> <p>(ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6m from the multiple dwelling.</p>	
10.4.5 Width of openings for garages and carports for all dwellings	
10.4.5–(A1) A garage or carport within 12.0m of a primary frontage (whether the garage or carport is free-standing or part of the dwelling) must have a total width of openings facing the primary frontage of not more than 6.0m or half the width of the frontage (whichever is the lesser).	Compliant. Proposed outbuilding (shed) is setback greater than 12m from the primary frontage of the allotment.
10.4.6 Privacy for all dwellings	
10.4.6–(A1) A balcony, deck, roof terrace, parking space, or carport (whether freestanding or part of the dwelling), that has a finished surface or floor level more than 1.0m above natural ground level must have a permanently fixed screen to a height of at least 1.7m above the finished surface or floor level, with a uniform transparency of no more than 25%,	<p>Not applicable.</p> <p>Proposed development is not more than 1m above ground level.</p>

<p>along the sides facing a:</p> <ul style="list-style-type: none"> (a) side boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 3.0m from the side boundary; and (b) rear boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 4.0m from the rear boundary; and (c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is at least 6.0m: <ul style="list-style-type: none"> (i) from a window or glazed door, to a habitable room of the other dwelling on the same site; or (ii) from a balcony, deck, roof terrace or the private open space, of the other dwelling on the same site. 	
<p>10.4.6–(A2) A window or glazed door, to a habitable room, of a dwelling, that has a floor level more than 1.0m above the natural ground level, must be in accordance with (a), unless it is in accordance with (b):</p> <ul style="list-style-type: none"> (a) The window or glazed door: <ul style="list-style-type: none"> (i) is to have a setback of at least 3.0m from a side boundary; and (ii) is to have a setback of at least 4.0m from a rear boundary; 	<p>Not applicable.</p> <p>Proposed development is not more than 1m above ground level.</p>

<p>and</p> <p>(iii) if the dwelling is a multiple dwelling, is to be at least 6.0m from a window or glazed door, to a habitable room, of another dwelling on the same site; and</p> <p>(iv) if the dwelling is a multiple dwelling, is to be at least 6.0m from the private open space of another dwelling on the same site.</p> <p>(b) The window or glazed door:</p> <p>(i) is to be offset, in the horizontal plane, at least 1.5m from the edge of a window or glazed door, to a habitable room of another dwelling; or</p> <p>(ii) is to have a sill height of at least 1.7m above the floor level or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level; or</p> <p>(iii) is to have a permanently fixed external screen for the full length of the window or glazed door, to a height of at least 1.7m above floor level, with a uniform transparency of not more than 25%.</p>	
<p>10.4.6–(A3) A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal</p>	<p>Not applicable.</p> <p>No shared access or parking space proposed.</p>

<p>distance of at least:</p> <p>(a) 2.5m; or</p> <p>(b) 1.0m if:</p> <p>(i) it is separated by a screen of at least 1.7m in height; or</p> <p>(ii) the window, or glazed door, to a habitable room has a sill height of at least 1.7m above the shared driveway or parking space, or has fixed obscure glazing extending to a height of at least 1.7m above the floor level.</p>	
10.4.7 Frontage fences for all dwellings	
<p>10.4.7–(A1) A fence (including a free-standing wall) within 4.5m of a frontage must have a height above natural ground level of not more than:</p> <p>(a) 1.2m if the fence is solid; or</p> <p>(b) 1.8m, if any part of the fence that is within 4.5m of a primary frontage has openings above a height of 1.2m which provide a uniform transparency of not less than 30% (excluding any posts or uprights).</p>	<p>Not applicable.</p> <p>No frontage fence is proposed.</p>

10.4.8 Waste storage for multiple dwellings	
<p>10.4.8–(A1) A multiple dwelling must have a storage area, for waste and recycling bins, that is an area of at least 1.5m² per dwelling and is within one of the following locations:</p> <ul style="list-style-type: none"> (a) in an area for the exclusive use of each dwelling, excluding the area in front of the dwelling; or (b) in a communal storage area with an impervious surface that: <ul style="list-style-type: none"> (i) has a setback of at least 4.5m from a frontage; and (ii) is at least 5.5m from any dwelling; and (iii) is screened from the frontage and any dwelling by a wall to a height of at least 1.2m above the finished surface level of the storage area. 	<p>Not applicable.</p> <p>No multiple dwellings proposed.</p>
10.4.9 Suitability of a site or lot for use or development	
<p>10.4.9–(A1) A site or each lot on a plan of subdivision must:</p> <ul style="list-style-type: none"> (a) have an area of not less than 330m² excluding any access strip; and (b) if intended for a building, contain a building area of not less than 10.0m x 15.0m: 	<ul style="list-style-type: none"> (a) Compliant. Lot area is 1,199m². (b)(i) Compliant. Existing development on site is contained in a building area greater than 10m x 15m. (b)(ii) Not applicable. Land does not adjoin a zone boundary.

<ul style="list-style-type: none"> (i) clear of any applicable setback from a frontage, side or rear boundary; (ii) clear of any applicable setback from a zone boundary; (iii) clear of any registered easement; (iv) clear of any registered right of way benefiting other land; (v) clear of any restriction imposed by a utility; (vi) not including an access strip; (vii) accessible from a frontage or access strip; and (viii) if a new residential lot, with a long axis within the range 30 degrees east of north and 20 degrees west of north. 	<ul style="list-style-type: none"> (b)(iii) Not applicable. No easement applies to the land. (b)(iv) Not applicable. No right-of-way applies to the land. (b)(v) Not applicable. No restriction imposed by a utility applies to the land. (b)(vi) Not applicable. No access strip applies to the land. (b)(vii) Compliant. Development would be accessible from Main Street. (b)(viii) Not applicable. Not a new residential lot.
<p>10.4.9–(A2) A site or each lot on a subdivision plan must have a separate access from a road:</p> <ul style="list-style-type: none"> (a) across a frontage over which no other land has a right of access; and (b) if an internal lot, by an access strip connecting to a frontage over land not required as the means of access to any other land; or (c) by a right of way connecting to a road: <ul style="list-style-type: none"> (i) over land not required as the means of access to any 	<ul style="list-style-type: none"> (a) Compliant. Separate access over an existing frontage of 23.8m width. (b) Not applicable. Not an internal lot. (c) Not applicable. Compliant with (a). (d) Compliant. Site has 23.80m frontage to Main Street. (e) Compliant. Site has an existing approved access to Main Street in accordance with the <i>Local Government (Highways) Act 1982</i>.

<p>other land; and</p> <p>(ii) not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and</p> <p>(d) with a width of frontage and any access strip or right of way of not less than:</p> <p>(i) 3.6m for a single dwelling development; or</p> <p>(ii) 6.0m for multiple dwelling development or development for a non-residential use; and</p> <p>(e) the relevant road authority in accordance with the <i>Local Government (Highways) Act 1982</i> or the <i>Roads and Jetties Act 1935</i> must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a proposed subdivision plan.</p>	
<p>10.4.9–(A3) A site or each lot on a plan of subdivision must be capable of connecting to a water supply provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>.</p>	<p>Compliant.</p> <p>The site is connected to the reticulated water system. The Council's Planning Permit would require compliance with TasWater's approval, included as an attachment to the Planning Permit.</p>

10.4.9–(A4) A site or each lot on a plan of subdivision must be capable of draining and disposing of sewage and wastewater to a sewage system provided in accordance with the <i>Water and Sewerage Industry Act 2008</i> .	Compliant. The site is connected to the reticulated sewerage system. The Council's Planning Permit would require compliance with TasWater's approval, included as an attachment to the Planning Permit.
10.4.9–(A5) A site or each lot on a plan of subdivision must be capable of draining and disposing of stormwater to a stormwater system provided in accordance with the <i>Urban Drainage Act 2013</i> .	Compliant. The site is able to connect to the reticulated stormwater system.
10.4.10 Dwelling density for single dwelling development	
<p>10.4.10–(A1)</p> <p>(a) The site area per dwelling for a single dwelling must:</p> <p style="padding-left: 40px;">(i) be not less than 325m²; and</p> <p style="padding-left: 40px;">(ii) be not more than 830m²; or</p> <p>(b) The site is approved for residential use on a plan sealed before this planning scheme came into effect.</p>	<p>(a)(i) Not applicable. Compliant with (b).</p> <p>(a)(ii) Not applicable. Compliant with (b).</p> <p>(b) Compliant. Subdivision plan sealed in December 1993, prior to the current planning scheme coming into effect.</p>
10.4.11 Other development	

10.4.11.1 Location and configuration of development	
<p>10.4.11–(A1) The wall of a building (other than for a dwelling) must be set back from a frontage:</p> <ul style="list-style-type: none"> (a) not less than 4.5m from a primary frontage; and (b) not less than 3.0m from any secondary frontage; or (c) not less than and not more than the setbacks for any existing building on adjoining sites; (d) not less than for any building retained on the site; (e) in accordance with any building area shown on a sealed plan; or (f) not less than 50.0m if the site abuts the Bass Highway. 	<p>Not applicable.</p> <p>Not “Other” development.</p>
<p>10.4.11.1–(A2) All buildings (other than for a dwelling) must be contained within a building envelope determined by:</p> <ul style="list-style-type: none"> (a) the applicable frontage setback; (b) a distance of not less than 4.0m from the rear boundary or if an internal lot, a distance of 4.5m from the boundary abutting the rear boundary of the adjoining frontage site; (c) projecting a line at an angle of 45 degrees from the horizontal at a height of 3.0m above natural ground level at each side 	<p>Not applicable.</p> <p>Not “Other” development.</p>

<p>boundary and at a distance of 4.0m from the rear boundary to a building height of not more than 8.5m above natural ground level if walls are setback:</p> <ul style="list-style-type: none"> (i) not less than 1.5m from each side boundary; or (ii) less than 1.5m from a side boundary if: <ul style="list-style-type: none"> a. built against an existing wall of an adjoining building; or b. the wall or walls: <ul style="list-style-type: none"> i. have the lesser of a total length of 9.0m or one-third of the boundary with the adjoining land; ii. there is no door or window in the wall of the building; and iii. overshadowing does not result in 50% of the private open space of an adjoining dwelling receiving less than 3 hours of sunlight between 9.00am and 3.00pm on 21 June. <p>(d) in accordance with any building envelope shown on a sealed plan.</p>	
10.4.11.1 –(A3) Site coverage (other than for a dwelling) must:	Not applicable.

<p>(a) not be more than 50%; or</p> <p>(b) not be more than any building area shown on a sealed plan.</p>	<p>Not “Other” development.</p>
<p>10.4.11.1–(A4) A garage, carport or external parking area and any area for the display, handling, or storage of goods, materials or waste (other than for a dwelling), must be located behind the primary frontage of a building.</p>	<p>Not applicable.</p> <p>Not “Other” development.</p>
<p>10.4.11.1–(A5) Other than for a dwelling, the total width of openings in the frontage elevation of a garage or carport (whether freestanding or part of any other building) must be the lesser of:</p> <p>(a) 6.0m; or</p> <p>(b) half the width of the frontage.</p>	<p>Not applicable.</p> <p>Not “Other” development.</p>
<p>10.4.11.2 Visual and acoustic privacy for residential development</p>	
<p>10.4.11.2–(A1) A door or window to a habitable room or any part of a balcony, deck, roof garden, parking space or carport of a building (other than for a dwelling) must:</p> <p>(a) if the finished floor level is more than 1.0m above natural ground level:</p> <p>(i) be not less than 6.0m from any door, window, balcony, deck, or roof garden in a dwelling on the same site;</p>	<p>Not applicable.</p> <p>Not “Other” development.</p>

<ul style="list-style-type: none">(ii) be not less than 3.0m from a side boundary;(iii) be not less than 4.0m from a rear boundary; and(iv) if an internal lot, be not less than 4.5m from the boundary abutting a rear boundary of an adjacent frontage site; or <p>(b) if less than the setbacks in clause A1(a):</p> <ul style="list-style-type: none">(i) be off-set by not less than 1.5m from the edge of any door or window of another dwelling;(ii) have a window sill height of not less than 1.8m above floor level;(iii) have fixed glazing or screening with a uniform transparency of not more than 25% in that part of a door or window less than 1.7m above floor level; or(iv) have a fixed and durable external screen other than vegetation of not less than 1.8m height above the floor level with a uniform transparency of not more than 25% for the full width of the door, window, balcony, deck, roof garden, parking space, or carport.	
10.4.11.2-(A2) An access strip or shared driveway, including any pedestrian pathway and parking area (other than for a dwelling), must be separated by a distance of not less than 1.5m horizontally and 1.5m vertically from the door or window to a dwelling or any balcony, deck, or roof garden in a dwelling.	<p>Not applicable.</p> <p>Not “Other” development.</p>

10.4.11.3 Frontage fences	
10.4.11.3–(A1) The height of a fence, including any supporting retaining wall, on or within a frontage setback (other than for a dwelling) must be: (a) not more than 1.2m if the fence is solid; or (b) not more than 1.8m provided that part of the fence above 1.2m has openings that provide a uniform transparency of not less than 30%.	Not applicable. Not “Other” development.
10.4.12 Setback of development for sensitive use	
10.4.12–(A1) A building containing a sensitive use must be contained within a building envelope determined by: (a) the setback distance from the zone boundary as shown in the Table to this clause; and (b) projecting upward and away from the zone boundary at an angle of 45 degrees above the horizontal from a wall height of 3.0m at the required setback distance from the zone boundary.	Not applicable. Development of an outbuilding (shed) is not development of a sensitive use.
10.4.12–(A2) Development for a sensitive use must be not less than 50.0m from: (a) Bass Highway;	Not applicable. Development of an outbuilding (shed) is not development of a sensitive use.

<p>(b) a railway;</p> <p>(c) land designated in the planning scheme for future road or rail purposes; or</p> <p>(d) a proclaimed wharf area.</p>	
10.4.13 Subdivision	
<p>10.4.13–(P1) Each new lot on a plan of subdivision must be:</p> <p>(a) intended for residential use;</p> <p>(b) a lot required for public use by the State Government, a Council, a statutory authority or a corporation all the shares of which are held by or on behalf of the State, a Council or by a statutory authority; or</p> <p>(c) for a purpose permissible in the zone.</p>	<p>Not applicable.</p> <p>No subdivision proposed.</p>
<p>10.4.13–(P2)</p> <p>(a) A lot must have a frontage to a road; or</p> <p>(b) An internal lot on a plan of subdivision must be:</p> <p>(i) reasonably required for the efficient use of land as a result of a restriction on the layout of lots with a frontage</p>	<p>Not applicable.</p> <p>No subdivision proposed.</p>

<p>imposed by:</p> <ul style="list-style-type: none"> a. slope, shape, orientation and topography of land; b. an established pattern of lots and development; c. connection to the road network; d. connection to available or planned utilities; e. a requirement to protect ecological, scientific, historic, cultural or aesthetic values, including vegetation or a watercourse; or f. exposure to an unacceptable level of risk from a natural hazard; and <p>(ii) without likely impact on the amenity of adjacent land.</p>	
10.4.14 Reticulation of an electricity supply to new lots on a plan of subdivision	
10.4.14–(A1) Electricity reticulation and site connections must be installed underground.	Not applicable. No subdivision proposed.
CODES	
E1 Bushfire–Prone Areas Code	Not applicable.
E2 Airport Impact Management Code	Not applicable.

E3 Clearing and Conversion of Vegetation Code	Not applicable.
E4 Change in Ground Level Code	Not applicable.
E5 Local Heritage Code	Not applicable.
E6 Hazard Management Code	Not applicable.
E7 Sign Code	Not applicable.
E8 Telecommunication Code	Not applicable.
E9 Traffic Generating Use and Parking Code	
E9.2 Application of this Code	Applicable. Applies to all use and development.
E9.4 Use or development exempt from this Code	Not exempt. No Local Area Parking Scheme applies.
E9.5 Use Standards	
E9.5.1 Provision for parking	
<p>E9.5.1–(A1) Provision for parking must be:</p> <p>(a) the minimum number of on-site vehicle parking spaces must be in accordance with the applicable standard for the use class as shown in the Table to this Code;</p> <p>(b) motor bike parking at a rate of one space for every 20 vehicle</p>	<p>(a) Compliant. Table E9A requires the provision of two on-site car parking spaces. Two on-site spaces are provided.</p> <p>(b) Not applicable. Requirement not triggered until 20 vehicle parking spaces are required or proposed.</p>

<p>parking spaces;</p> <p>(c) parking spaces for people with disabilities at the rate of one space for every 20 parking spaces or part thereof; and</p> <p>(d) bicycle parking at the rate of one space for every 20 vehicle parking spaces or part thereof.</p>	<p>(c) Not applicable. Requirement not triggered until 20 vehicle parking spaces are required or proposed.</p> <p>(d) Not applicable. Requirement not triggered until 20 vehicle parking spaces are required or proposed.</p>
E9.5.2 Provision for loading and unloading of vehicles	
<p>E9.5.2–(A1) There must be provision within a site for:</p> <p>(a) on-site loading area in accordance with the requirement in the Table to this Code; and</p> <p>(b) passenger vehicle pick-up and set-down facilities for business, commercial, educational and retail use at the rate of one space for every 50 parking spaces.</p>	<p>(a) Not applicable. Loading/unloading provision not required by Table E9A.</p> <p>(b) Not applicable. Provision not applicable to residential development.</p>
E9.6 Development Standards	
E9.6.1 Road access	
<p>E9.6.1–(A1) There must be an access to the site from a carriageway of a road ^{R36}:</p> <p>(a) permitted in accordance with the <i>Local Government (Highways) Act 1982</i>;</p>	<p>(a) Compliant. Existing access to Main Street is in accordance with the <i>Local Government (Highways) Act 1982</i>.</p> <p>(b) Not applicable. Satisfied by E9.6.1–(A1)(a).</p>

<p>(b) permitted in accordance with the <i>Roads and Jetties Act 1935</i>; or</p> <p>(c) permitted by a license granted for access to a limited access road under the <i>Roads and Jetties Act 1935</i>.</p>	<p>(c) Not applicable. Satisfied by E9.6.1 –(A1)(a).</p>
E9.6.2 Design of vehicle parking and loading areas	
<p>E9.6.2 A1.1 All development must provide for the collection, drainage and disposal of stormwater; and</p>	<p>Compliant through condition. Development would be required to connect to a reticulated stormwater system.</p>
<p>E9.6.2 A1.2 Other than for development for a single dwelling in the General Residential, Low Density Residential, Urban Mixed Use and Village zones, the layout of vehicle parking area, loading area, circulation aisle and manoeuvring area must –</p> <p>(a) Be in accordance with AS/NZS 2890.1 (2004) – Parking Facilities – Off-Street Car Parking;</p> <p>(b) Be in accordance with AS/NZS 2890.2 (2002) Parking Facilities – Off-Street Commercial Vehicles;</p> <p>(c) Be in accordance with AS/NZS 2890.3 (1993) Parking Facilities – Bicycle Parking Facilities;</p> <p>(d) Be in accordance with AS/NZS 2890.6 Parking Facilities – Off-Street Parking for People with Disabilities;</p> <p>(e) Each parking space must be separately accessed from the</p>	<p>Not applicable. Development site is in the General Residential zone and supports a single dwelling.</p>

<p>internal circulation aisle within the site;</p> <p>(f) Provide for the forward movement and passing of all vehicles within the site other than if entering or leaving a loading or parking space;</p> <p>(g) Be formed and constructed with compacted sub-base and an all-weather surface.</p>	
E9.6.2–(A2) Design and construction of an access strip and vehicle circulation, movement and standing areas for use or development on land within the Rural Living, Environmental Living, Open Space, Rural Resource, or Environmental Management zones must be in accordance with the principles and requirements for in the current edition of Unsealed Roads Manual – Guideline for Good Practice ARRB.	Not applicable. Provisions do not apply to development in the General Residential zone.
E10 Water and Waterways Code	Not applicable.
Specific Area Plans	Not applicable. No Specific Area Plans apply to this location.

Issues –

1 Side boundary setback and development length –

The Scheme standard for side boundary setback is 1.5m, with development permitted to be within 1.5m of the boundary for a total length of 9m. The proposal seeks variations to these standards.

The 151.6m² outbuilding (shed) would be sited within 1m of the property's eastern side boundary. The building would be 9.3m long.

Overshadowing –

Performance Criteria 10.4.2–(P3), in relation to variations to side boundary development standards, require there be no unreasonable loss of amenity by overshadowing or visual impacts and that there is adequate separation between buildings, compatible with that prevailing in the surrounding area.

The proposed reduction to the required side boundary setback, with a resulting development of a 9.3m long shed wall to within 1m of the eastern side boundary, would have most impact on the adjoining property to the east, identified as 30 Main Street. This adjoining lot supports a single dwelling and outbuildings. The proposed outbuilding (shed) at 28 Main Street would result in a loss of afternoon sunlight to the rear of the adjoining lot, beginning at approximately 1.00pm and increasing in effect to 3.00pm, resulting in a shadow effect across the rear yard of the adjoining property.

However, the adjoining lot supports a dwelling that is constructed to the north of the site, with outbuildings on the rear boundary. The dwelling would impose an existing shadow impact on the land for much of the day on 21 June. It is considered the subject development would not result in a loss of amenity to the adjoining, eastern property, over and above that already experienced on site. The rear yard of 30 Main Street would lose sunlight for approximately three hours of the day as a result of the shed development, however the primary cause of shadow to the land at 30 Main Street would be the existing dwelling that is located to the north of the site, not the additional 300mm of shed wall or 500mm of reduced setback that is proposed for the development at 28 Main Street.

Visual impacts –

The proposed outbuilding would be most visible from the eastern adjoining property, 30 Main Street. The adjoining neighbor would view a 9.3m long, 3m high “Colorbond” wall, setback 1m from the fence. The Scheme Standard

allows for a “permitted” wall length of 9m, to within 200mm of the boundary. The variation sought is only 300mm, which in terms of visual impact on the neighboring property would not be material; especially when taking into consideration a boundary fence may be constructed to 2.1m in height without the issue of a Planning or Building Permit.

Setback compatible with that prevailing in the surrounding area –

It is considered to be fair and reasonable development on site and consistent with development on adjoining lots, with many residential lots in the urban area of Ulverstone accommodating single dwellings and associated outbuildings.

Heritage values –

The dwelling at 28 Main Street is listed as a building of heritage significance and the proposed development required an assessment by the Tasmanian Heritage Council (THC). The THC has issued a “Notice of Heritage Decision”, dated 16 June 2016, consenting to the development proposal. No additional conditions would be required on a Planning Permit, if issued.

Referral advice –

Referral advice from the various Departments of the Council and other service providers is as follows:

SERVICE	COMMENTS/CONDITIONS
Environmental Health	No conditions required.
Infrastructure Services	No conditions required.
TasWater	No conditions required. Refer to Submission to Planning Authority Notice TWDA 2016/00712-CC.
Department of State Growth	Referral was not required.
Environment Protection Authority	Referral was not required.
TasRail	Referral was not required.

Heritage Tasmania	No conditions required. Refer to "Notice of Heritage Decision" issued 16 June 2016 by the Tasmanian Heritage Council.
Crown Land Services	Referral was not required.
Other	Referral was not required.

CONSULTATION

In accordance with s.57(3) of the *Land Use Planning and Approvals Act 1993*:

- . a site notice was posted;
- . letters to adjoining owners were sent; and
- . an advertisement was placed in the Public Notices section of The Advocate.

Representations –

One representation was received within the prescribed time, a copy of which is provided at Annexure 3.

The representation is summarised and responded to as follows:

MATTER RAISED	RESPONSE
1 The proposed development is not in keeping with the heritage nature of the property and will have a detrimental impact on the heritage values of the original dwelling.	<p>The property is listed by the Tasmanian Heritage Council (THC) as a site of heritage significance. The proposed development was referred to the THC. A joint assessment was undertaken by the Council, under the <i>Land Use Planning and Approvals Act 1993</i> and the <i>Central Coast Interim Planning Scheme 2013</i>, and the THC in accordance with the <i>Historic Cultural Heritage Act 1995</i>.</p> <p>The THC has provided its assessment of the proposal and has</p>

	<p>determined that the development would not have a negative impact on the heritage values of the property. Refer to “Notice of Heritage Decision” issued 16 June 2016 by the Tasmania Heritage Council – Annexure 6.</p>
<p>2 The height of the outbuilding would be 5m and is significantly higher than surrounding structures. This will impact on the area and appearance of surrounding properties.</p>	<p>The outbuilding would have a wall height of 3m, with an apex height at the top of both gables of 4.275m.</p> <p>The Scheme requires development of a “dwelling” with a wall height greater than 2.4m to be within a required building envelope; projecting a line at an angle of 45 degrees from the horizontal, at a height of 3.0m above natural ground level, to a building height of not more than 8.5m. The proposed development is within the required building envelope.</p> <p>NB: A “dwelling” is defined in the Scheme as a building or part of a building used as a self-contained residence including any outbuilding and other works that may normally form part of a dwelling.</p>
<p>3 The location of the development would have a significant shading impact over the representor’s adjoining property at 2/17A Victoria Street, placing the property in direct shade for a large portion of the day.</p>	<p>The proposed development would result in some overshadowing impact on the adjacent unit.</p> <p>However, the proposed outbuilding meets Scheme standards in relation to rear boundary setback, with a proposed setback of 4m from the rear boundary of the allotment.</p> <p>This means that matters such as overshadowing and visual impact are not matters that are subject to</p>

	<p>the exercise of the Council's discretion, in this regard. The affected unit was constructed within 2m of the northern boundary of the lot. This has resulted in the unit having minimal north facing open space and habitable rooms that are also subject to the impact of development on adjoining land. The result is an overshadowing effect of subsequent, lawful development on the adjoining northern lot. This is an unfortunate consequence of the existing unit construction and is not a matter that can be addressed by the subject application.</p>
--	--

RESOURCE, FINANCIAL AND RISK IMPACTS

The proposal has no likely impact on Council resources outside those usually required for assessment and reporting, and possibly costs associated with an appeal against the Council's determination should one be instituted.

CORPORATE COMPLIANCE

The Central Coast Strategic Plan 2014–2024 includes the following strategies and key actions:

The Environment and Sustainable Infrastructure

- Develop and manage sustainable built infrastructure.

CONCLUSION

The issue submitted in the representation, relating to the overshadowing effect on the adjacent unit as a result of the rear setback, is not a discretionary matter, and is not, in this instance, a matter to be considered by the Planning Authority.

The matter of the impact on the heritage values of the property has been assessed and considered by the Tasmanian Heritage Council who has determined that the development may proceed as proposed with no additional conditions to be placed on a Planning Permit, if issued. Refer to Annexure 6.

The exercise of discretion is in relation to the proposed variations to side boundary setback and development length of the outbuilding (shed). The proposed development would not result in an unreasonable shadow effect or loss of amenity to adjoining property. The proposal satisfies the relevant Performance Criteria of the Scheme and the exercise of discretion, to permit the development, is considered to be justified.

Recommendation –

It is recommended that the application for Residential (outbuilding – shed) – with variation to side boundary development standards at 28 Main Street, Ulverstone be approved subject to the following conditions and notes:

- 1 The development must be substantially in accordance with the application for this Permit, unless modified by a condition of this Permit.
- 2 The development must be in accordance with the conditions of the Submission to Planning Authority Notice from TasWater, Reference No. TWDA 2016/00712-CC (copy attached).
- 3 The development must be in accordance with the Notice of Heritage Decision issued by the Tasmanian Heritage Council dated 16 June 2016 (copy attached).
- 4 The development must collect and dispose of stormwater to a reticulated stormwater system.

Please note:

- 1 A Planning Permit remains valid for two years. If the use or development has not substantially commenced within this period an extension of time may be granted if a request is made before this period expires. If the Permit lapses, a new application must be made.
- 2 “Substantial commencement” is the submission and approval of a Building Permit or engineering drawings and the physical commencement of infrastructure works on the site or bank guarantee to undertake such works.
- 3 Building Permits are required for the proposed development. A copy of this Planning Permit should be given to your building surveyor.’

The report is supported.”

The Director Community Services further reported as follows:

“A copy of the Annexures referred to in the Town Planner’s report has been circulated to all Councillors.”

■ Cr Carpenter moved and Cr van Rooyen seconded that, “That the application for Residential (outbuilding – shed) – with variation to side boundary development standards at 28 Main Street, Ulverstone be approved subject to the following conditions and notes:

- 1 The development must be substantially in accordance with the application for this Permit, unless modified by a condition of this Permit.
- 2 The development must be in accordance with the conditions of the Submission to Planning Authority Notice from TasWater, Reference No. TWDA 2016/00712-CC (copy attached) (a copy being appended to and forming part of the minutes).
- 3 The development must be in accordance with the Notice of Heritage Decision issued by the Tasmanian Heritage Council dated 16 June 2016 (copy attached) (a copy being appended to and forming part of the minutes).
- 4 The development must collect and dispose of stormwater to a reticulated stormwater system.

Please note:

- 1 A Planning Permit remains valid for two years. If the use or development has not substantially commenced within this period an extension of time may be granted if a request is made before this period expires. If the Permit lapses, a new application must be made.
- 2 “Substantial commencement” is the submission and approval of a Building Permit or engineering drawings and the physical commencement of infrastructure works on the site or bank guarantee to undertake such works.
- 3 Building Permits are required for the proposed development. A copy of this Planning Permit should be given to your building surveyor.”

Carried unanimously

Closure

There being no further business, the Mayor declared the meeting closed at 6.10pm.

CONFIRMED THIS DAY OF , 2016.

Chairperson

(cvv:km)

Appendices

- Minute No. 24/2016 – TasWater Submission to Planning Authority Notice
Reference No. TWDA 2016/00712-CC
- Minute No 24/2016 – Tasmanian Heritage Council Notice of Heritage
Decision dated 16 June 2016

QUALIFIED PERSON'S ADVICE

The *Local Government Act 1993* provides (in part) as follows:

. A general manager must ensure that any advice, information or recommendation given to the council is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.

. A council is not to decide on any matter which requires the advice of a qualified person without considering such advice unless the general manager certifies in writing that such advice was obtained and taken into account in providing general advice to the council.

I therefore certify that with respect to all advice, information or recommendation provided to the Development Support Special Committee within these minutes:

(i) the advice, information or recommendation was given by a person who has the qualifications or experience necessary to give such advice, information or recommendation; and

(ii) where any advice was directly given by a person who did not have the required qualifications or experience that person has obtained and taken into account in that person's general advice the advice from an appropriately qualified or experienced person.

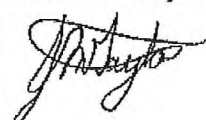


Sandra Ayton
GENERAL MANAGER

Appendices

Submission to Planning Authority Notice

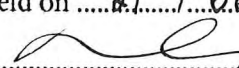
Council Planning Permit No.	DA215200	Council notice date	25/05/2016
TasWater details			
TasWater Reference No.	TWDA 2016/00712-CC	Date of response	27/05/2016
TasWater Contact	David Boyle	Phone No.	6345 6323
Response issued to			
Council name	CENTRAL COAST COUNCIL		
Contact details	planning.cmw@centralcoast.tas.gov.au		
Development details			
Address	28 MAIN ST, ULVERSTONE	Property ID (PID)	6948230
Description of development	Residential outbuilding/shed		
Schedule of drawings/documents			
Prepared by	Drawing/document No.	Revision No.	Date of Issue
Weeda Drafting	5316-4a of 5		19/05/2016
Conditions			
Pursuant to the <i>Water and Sewerage Industry Act 2008 (TAS)</i> Section 56P(1) TasWater does not object to the proposed development and no conditions are imposed.			
Advice			
Nil			
Declaration			
The drawings/documents and conditions stated above constitute TasWater's Submission to Planning Authority Notice.			

Authorised by

Jason Taylor

Development Assessment Manager

TasWater Contact Details

Phone	13 6992	Email	development@taswater.com.au
Mail	GPO Box 1393 Hobart TAS 7001	Web	www.taswater.com.au

CENTRAL COAST COUNCIL I certify that this is ^{the Tas water} Submission to Planning ^{Authority Notice - Ref No. TWDA 2016/00712-CC} 28 Main Street, Ulverstone ^{28 Main Street, Ulverstone} Application No. <u>DA 215200</u> referred to in Minute No. <u>24/2016</u> of a meeting of the Council ^{Development Support Special Committee} held on <u>27/05/2016</u>  Executive Services Officer
--

4 REPORTS

Reports from Groups:

4.1 Mike Hales – on behalf of Heather Davidson

Mick Hales raised the question of ongoing relevance of the Committee Meetings to Live@ the wharf. He said he felt, as did Heather Davidson, that they are busy enough with their own undertakings at the wharf, that they were not inclined to be proactive in thinking outside their own groups consideration. He commented that Live@theWharf had a strong relationship with Council and anything they needed to discuss with Council they would come and see the appropriate person/officer/manager etc.

The group discussed the groups relevance broadly, Jackie stated that the group was a committee of Council and it was not her role to comment on the relevance of the group, or otherwise.

4.2 Maree Gleeson – Community Member (Health)

Maree commented in response to Mike Hales question and said that she felt that the good things that happened at the Wharf, would be happening whether or not the committee met or not. She asked whether the Wharf Advisory Group added to Jackie Merchants work load, or whether the activities and projects she placed there would take place regardless.

Jackie responded that she brought the projects to the attention of the wharf:

- a) enabling them to have input into the discussion; and
- b) inspiring committee members to think outside the square in activities that might take place, but they would still occur as part of her role as the Community Development Officer.

4.4 Lee Cole – Artizano

Lee Cole was an apology. However Lee had emailed Jackie Merchant earlier in the week to advise of his inability to attend any more meetings of the Committee. He reported that he had attempted to find someone else to take on the representative role but was unsuccessful.

4.5 Rod White – Pedros Restaurant

Rod White reported that he had spoken to Councils Parking Officer in the Wharf Precinct car park and established that she was counting cars. This was taking place on a Tuesday at lunchtime. Rod said he feels that this is a pointless exercise as the parking issues are occurring on the weekend.

Cr Bloomfield reported that Council had passed the parking strategy, but he feels that Council must build a multi-story carpark to alleviate the problem.

Rod said he wanted to know what survey was taking place at that time.

Rod stated that the event at the Wharf on Friday evenings is negatively impacted on his business and that of Pier 01.

4.6 Bruce Mansfield – Community Member.

Bruce suggested water fountains be marked on the walking maps and whether there was capacity to install a water fountain out along the Turners Beach walking track.

Bruce also suggested getting a good photo of the pontoon and a boat and sending it to MAST for their magazine.

4.7 Cr John Bloomfield

Cr Bloomfield said he was concerned that if the committee didn't meet that there may be a loss of communications between the groups.

Mick Hales and others responded that they communicated frequently outside the group as stakeholders at the Wharf and they stayed across the activities of others well.

5 OTHER ITEMS

5.1 Opportunities for the Wharf Precinct

"In my life time, I want" art installation

9–15 October is Mental Health Week – Group agreed Jackie to apply for funding for activity.

5.2 MEETING CLOSURE

Meeting closed – 5.15pm

Next meeting scheduled – Wednesday, 10 August 2016 at 4.15pm in the Council Chamber.

Insp. Le Fevre advised that a member of Council seek an invite to attend a debrief on the floods that is being held soon.

Kim Turalie is undertaking Debbie's role while she is on leave.

A question was put to Insp. Le Fevre regarding the dumping of/burnt out vehicles on the side of the road. There is a process that needs to be followed and this maybe the hold up in some cases of vehicles not being removed for some time. Sandra is to follow up with Cor.

There are concerns of the Bandidos Outlaw Motorcycle gang setting up in Devonport or in other areas along the coast and the police would like anyone to contact them with information if this group is establishing themselves in our area.

(c) Central Coast Chamber of Commerce & Industry Report (CCCCI)

Libby Dobson

There have been some comments from business in West Ulverstone with concerns over the loss of car parking spaces. Paul Breden has advised that changes have been made after discussing with West Ulverstone business. Changes also have been made after discussions with Penguin businesses in relation to the Penguin CBD.

(d) Primary Health Report

Julie Milnes

No report provided.

(e) Education (all schools) Report

Glen Lutwyche

No report provided.

(f) Ulverstone Community House

Simon Douglas

Simon reported that there are changes for the Community House. They are currently running life skills and family support programs. The Community House has received a grant for an arts project and will work with disengaged youth. Simon advised that the Active Pathway stickers along the path in front have been removed.

Melissa advised these are to be replaced by Bicycle Network Victoria.

Simon introduced his guest to the meeting. Caress Jeffrey is working on a Needle Exchange Program. The program provides new clean needles including the yellow sharps container free of charge although used needles cannot be disposed of at the House. Caress spoke on the stigma attached and the implications it has on a community if there are not adequate drop off points for the disposal of needles/syringe by drug users.

Burnie Community House run a drug user's needles/syringe exchange program quite successfully.

Sandra advised that Simon and Chris speak with Cor Vander Vlist and Madeline McKinnell in Environmental health to see what is needed to allow the Community House to run a similar program as Burnie.

(g) Housing Choices Tasmania (HCT) Report Kathryn Robinson

Kathryn advised that anyone who has lost a home or is homeless due to the recent floods should go to Housing Connect. Grants will be available to residents and support projects during July and August.

(h) Community Housing Report (Grove Street) Reuben Ellenberger

No report provided.

(i) Department of Housing Report No Representative Attended

No report provided.

(j) Community Reports Barry Isaac/Garth Johnston

Penguin Neighbourhood Watch AGM is being held on Thursday 7 July. Garth will contact Barry Isaac of the Turners Beach Neighbourhood Watch and give some assistance.

Penguin are now happy with the changes in the Main Road and are happy with the communications from the Council.

(k) Central Coast Community Shed John Deacon

The Men's shed is continuing to support its members and anyone who needs assistance with men's health issues. Members had mystery bus tour to Launceston. The AGM is on Monday 4 July at 1pm. Have done some jobs for the Richmond Fellowship. The Community Shed has been successful with obtaining grants and one is to be used to replace the roof on the shed extensions.

5 OTHER BUSINESS

The Mayor and Sandra have spoken to Glen Lutwyche from the Ulverstone High School on the introduction of years 11 and 12 to the school. He advised that the building and construction courses will remain at Don College.

John Deacon advised that the Ulverstone Judo club is planning to introduce an indigenous class to their program. John is to send some information to Deb so it can be passed onto other committee members.

6 CLOSURE

There being no further business to discuss the meeting closed at 10.59am.

The next Committee meeting to be held on Wednesday, 31 August 2016 commencing at 10.00am in the Council Chamber, Central Coast Council, 19 King Edward Street, Ulverstone.

Kellie Malone

From: TasWater - Development <Development@taswater.com.au>
Sent: Friday, 27 May 2016 11:35 AM
To: planning cmw
Subject: TasWater Submission to Planning Authority Notice 2015 DA 2016 00712-CC for DA215200
Attachments: PD16 40008 28 MAIN ST, ULVERSTONE TasWater Submission to Planning Authority Notice 2015 DA 2016 00712-CC.pdf

Dear Sir/Madam,

Please find attached TasWater's Submission to Planning Authority Notice which declares that TasWater:

- does not object to the granting of the permit

Please arrange for the TasWater Submission to Planning Authority Notice to be referenced within the permit and appended to it.

If you have any queries, please contact me.

Thank you.

Regards

David Boyle
Development Assessment Officer



D (03) 6345 6323
F 1300 862 066
A GPO Box 1393, Hobart TAS 7001
36-42 Charles Street, Launceston, TAS 7250
E david.boyle@taswater.com.au
W <http://www.taswater.com.au/>



Tasmanian Heritage Council
GPO Box 618 Hobart Tasmania 7000
103 Macquarie St, Hobart Tasmania 7000
Tel: 1300 850 332
enquiries@heritage.tas.gov.au
www.heritage.tas.gov.au

PLANNING REF: DA215200
THC WORKS REF: #5028
REGISTERED PLACE NO: #769
FILE NO: 15-20-79THC
APPLICANT: Mark John McCall
DATE: 16 June 2016

NOTICE OF HERITAGE DECISION

(*Historic Cultural Heritage Act 1995*)

The Place: 28 Main Street, Ulverstone.
Proposed Works: New sheds, driveway and concrete paving.

Under section 39(6)(a) of the *Historic Cultural Heritage Act 1995* (the Act), the Heritage Council gives notice that it consents to the discretionary permit being granted in accordance with **the documentation submitted with Development Application DA215190, advertised on 07/05/2016.**

Please ensure the details of this notice are included in any permit issued, and forward a copy of the permit or decision of refusal to the Heritage Council for our records.

Please contact Mr Chris Bonner on 1300 850 332 if you require clarification of any matters contained in this notice.

A handwritten signature in blue ink, appearing to read 'Ian Boersma'.

Ian Boersma
Works Manager – Heritage Tasmania
Under delegation of the Tasmanian Heritage Council

CENTRAL COAST COUNCIL Tasmanian Heritage Council
I certify that this is <u>Council Notice of</u> <u>Heritage Decision dated 16 June 2016</u> <u>28 Main Street, Ulverstone</u> referred to in Minute No. <u>24/2016</u> of a meeting of the <u>Development Support Special Committee</u> Council held on <u>27/06/2016</u>
 Executive Services Officer



Central Coast Community Shed Management Committee

Annual General Meeting - Minutes of Meeting held at the Community Shed

Monday, 4 July 2016

1 PRESENT/APOLOGIES

Members Present: Rob McKenzie; Len Blair; Anne Williams; Trish Bock; Jack Eaton; Sam Caberica; John Deacon; John Klop; Norm Frampton; Greg Layton; Merv Gee; Kevin Douglas and Len Carr.

Apologies: David Dunn; Colin Perry; Zac Carter (Richmond Fellow Ship) and Cr Philip Viney.

Coordinator / Admin: Melissa Budgeon

2 CHARTER REVIEW

Review of the Charter: updated draft circulated included is a representative from the Girls Group onto the committee.

Carried

3 ANNUAL REPORT

Chairperson:

The Chairperson tabled and presented the Annual Report to the meeting.

Rob McKenzie moved and Jack Eaton seconded, "That the Annual Report be tabled and accepted.

Carried

4 FINANCIAL REPORT

Administration

. Melissa Budgeon forwarded a financial report following the meeting.

Income \$4,648.36 and \$2500.00 for building works, Expenses \$10,285.84

Carried

5 ELECTION OF COMMITTEE MEMBERS

Rob McKenzie stepped down as chairperson and asked Melissa Budgeon to chair the meeting for the election of Committee Members for 2016–2017.

Nomination were taken for Chairperson

Rob McKenzie

Nominated & Accepted

John Deacon

Nominated & Accepted

As there were two nominations for this position the meeting voted on the two candidates. Rob McKenzie was elected to the position of Chairperson.

Nominations were taken for Vice Chairperson

Len Blair

Nominated & Accepted

As there was only one nomination for vice Chairperson. Len Blair was elected to the position of Vice Chairperson.

6 GENERAL BUSINESS

Membership fees to stay as they are and to include Girls Group membership fees of \$25.00 per annum.

7 CLOSURE

As there were no further discussion to be held the Annual General meeting was closed at 1.25pm. Members were ask to stay and attend the general meeting of the committee.

Central Coast Community Shed – Financial Statement 2015–2016

as at 30th June

<i>Revenue</i>		<i>Estimates</i> \$	<i>Actual</i> \$
11413.03			
	Fees	3,000.00	\$2,666.53
	Material Donations		\$136.36
	Project Donations	3,000.00	\$1,845.47
	GST allocation		
	<i>Estimate</i>	\$6,000.00	\$4,648.36
11413.06	Building Fund		\$2,500.00
<i>Expenditure</i>			
11481			
1	Aurora	1,500.00	\$1,747.71
2	Telstra/Internet	670.00	\$669.28
3	Office	250.00	\$250.81
4	Bus	0.00	
5	Testing and tagging	900.00	\$898.69
6	Petty Cash	–	–
7	Police Checks	–	–
8	Membership	340.00	\$338.18
9	Room Hire	0.00	
10	Repairs and Maintenance	1,000.00	\$1,000.01
11	Safety Equipment	–	–
12	Project Materials	2,790.00	\$2,753.26
	Insurance	120.00	\$121.80
	Water/Sewage	30.00	\$42.73
13	Inspections/Building maintenance Checks	–	–
14	Conference	2,400.00	\$2,393.37
	Plans	–	\$70.00
	<i>Estimate</i>	\$10,000.00	\$10,285.84

CENTRAL COAST COMMUNITY SHED

ANNUAL REPORT 2015-16

It is my pleasure to present this annual report of the Central Coast Community Shed

The past 12 months has seen a consolidation and expansion into a new work area, Leaving the original room free of equipment, dust and noise, making it more amenable for people to sit and talk. This area is still in a transition stage, but with the installation of a designated BBQ area and the successful application for a grant for orthopedic chairs, will be a lot more comfortable.

We are gradually clearing our entrance area to make it more inviting with a notice board and photo gallery planned.

After a couple of years of discussion and enquiries we have started a girls group. Anne and Trish agreed to be co-ordinators after an inaugural meeting. At this stage they meet every Tuesday afternoon. A very enthusiastic group of girls have been attending, making tool boxes, cheese boards, rejuvenating furniture, and various other projects. I would like to thank them for their support at the Senior Citizens Fair on Friday 17th June.

That day was designated as our Men's Health Day. We arranged speakers including; A pharmacist, a psychologist and visits from Hearing Australia and the girls from Community Health. My thanks to all these people. At the conclusion the new BBQ was christened.

Some of our activities during the past year include:

Annual fishing competition at Lake Burbury

Fish trip to Natone Hills Dams

Our stall at Sassafras Farm Machinery Field Days

Continuing our once a month stall at Ulverstone Market Pier I Constructing

Christmas decorations for Council

Bus trip to Agfest

Mystery bus tour to Tramway Museum, Launceston, Low Head Maritime Museum and lighthouse

Stall at Sprent and Forth School Fairs

Our Christmas dinner was held at the RSL Club this year. It was a very successful event. Invited guests attending included, Mayor, Jan Bonde, General Manager, Sandra Ayton and various sponsors. My thanks to Merv Gee and Greg Layton for organizing this event.

At present we have an application for a grant to re-roof our store shed and new workshop area. This is a federal funding scheme on a dollar for dollar basis.

I would like to sincerely thank Ian Nettleton for his work in applying for these grants. We have been very successful in the past. He is also responsible for producing our newsletter. I know he spends countless hours interviewing and collating stories, always with his camera on hand. Well done Ian.

This year was the bi-annual conference of AMSA held in Newcastle.

Colin Perry and I attended the four day event. As Tasmania Men's Shed Association is not a member of AMSA we, along with one other participant were the only representatives from Tasmania. We had an interview with the chairman and executive officer, but so far Tasmania is not a member of AMSA. Our shed is a financial member of both organizations. It was a very informative conference. One highlight was the fact that Tasmania has by far more sheds per head of population than any other state, and the number is still growing. At present there are 51 sheds in the state.

We continue to maintain and upgrade equipment as needed. During the year a large band saw and a new inverter welder was added.

Our garden continues to provide us with a range of organically grown vegetables.

School groups from Sprent, Forth, Central and West Ulverstone continue to visit, as well as people from Richmond Fellowship.

Over the past year we have had generous sponsors. These include: Rotary Club of West Ulverstone

Tas Pak

U.C.I.

Top Centre Kitchen Benches

I wish to thank Melissa Budgeon for her support and encouragement, as well as all committee members.

Special thanks to Len, Sam, Greg and the Mens Shed supervisors. Without your valued support, our shed would not be the icon it has become in our community.

Finally, I wish the incoming executive committee all the best for the forthcoming year.

Robert McKenzie

Central Coast Community Shed Committee Charter

June 2016

DRAFT



TABLE OF CONTENTS

<i>DESCRIPTION OF THE FACILITY</i>	<i>2</i>
<i>PURPOSE OF THE COMMITTEE</i>	<i>2</i>
<i>1 Objectives and Functions of the Committee</i>	<i>2</i>
<i>2 Code of Conduct</i>	<i>3</i>
<i>3 Meetings of the Committee</i>	<i>3</i>
<i>4 Appointments and Responsibilities</i>	<i>3</i>
<i>5 Vacation of Office</i>	<i>4</i>
<i>6 Information and Advice for the Committee</i>	<i>4</i>
<i>7 OHWS Policy</i>	<i>4</i>

The Charter outlines the ongoing arrangements for the effective management of the Central Coast Community Shed owned by the Central Coast Council supported by advice and collaboration with the Central Coast Community Shed Committee (the Committee).

DESCRIPTION OF THE FACILITY

The Central Coast Community Shed (the Shed) has been developed by volunteers and the Central Coast Council, funded through grants, donations and Council funding. The Shed is a well utilised and valued asset, offering a space that is capable of hosting a wide range of programs and activities in a safe, well-equipped workshop environment.

The Shed has well defined areas including a:

- . Large general workshop area with wood heater, an adjoining kitchenette, office space and large noticeboard.
- . Store room with racks and shelves for safe storing of work materials and a fire proof chemical storage cabinet.
- . Open workshop area housing large (dust making) machinery.
- . Open Workshop area – separating the noisy equipment for the social area of the general workshop.
- . ‘Hot room’ housing welding and metal work equipment along with suitable bench amenities.
- . Securely enclosed fenced outdoor area in the North West corner of the Showground facility, this area surplus material storage and house garden beds.

PURPOSE OF THE COMMITTEE

Participation of the Committee members in the Shed decision making process is essential to ensure the growth of a valuable and efficient Community Shed facility. The Central Coast Council will manage and maintain the Shed, along with input and advice from the Committee.

1 Objectives and Functions of the Committee

The Objectives and Functions of the Committee are to:

- . Determine the purpose, target groups, roles and scope of activities/programs run by the Shed.
- . Ensure all procedures at the Shed are legal, safe and in accordance to Council regulations.
- . Provide a forum for the resolution of issues brought forward by members/volunteers/visiting people.
- . Discuss possible activities/programs, potential sponsors and development strategies.
- . Ensure a variety of activities/programs are encouraged and available to all members of the Community, including disabled, disengaged youths, elderly etc.
- . Create and provide development plans for the growth of an efficient, valuable and productive Shed.

2 *Code of Conduct*

All members of the Committee are to be:

- . Committed;
- . Ethical;
- . Supportive of decision making;
- . Supportive of fairness, the right for every member to be heard equally;
- . Respectful; and
- . Aware of relevant Council regulations/OHWS and comply.

3 *Meetings of the Committee*

- . Meetings of the Committee are to be held on the first Monday of every Month.
- . Members of the Committee are to endeavour to reach a decision by agreement on each matter considered by the Committee.
- . Recommendations requiring a decision from the Council are to be referred to the Community Wellbeing Officer, together with necessary action dates, details for endorsement.
- . Minutes of meetings are to include the date and time of meeting, members present, absentees/apologies, visitors, decisions of the meeting and the conclusion time of the meeting.
- . An Agenda for each meeting is necessary – and is to be forwarded to all members prior to the meeting.
- . Members are to receive notice of a meeting no later than five working days prior to a meeting of the Committee.

4 *Appointments and Responsibilities*

4.1 A Chairman is to be elected by the members of the Committee for a term of 12 months. The Chairman is to:

- . Conduct meetings in an orderly and effective manner;
- . Collect and arrange agenda items;
- . Advise the date and time of meetings;
- . Ensure the agenda is distributed;
- . Ensure that minutes of meetings are kept and distributed; and
- . Ensure that the operation of the Committee is conducted in a professional way.

4.2 A Committee Liaison/Coordinator is to be elected by the members of the Committee for a term of 12 months. The Liaison/Coordinator is to:

- . Reconcile and bank fees at the Council;
- . Ensure that members of the Committee are informed about business relevant to the committee;
- . Liaise with the Administrative Assistant of the committee;
- . Coordinate special events, Men's health forum etc. for the Committee; and
- . Assist the Chairman of the Committee.

- 4.3 An Administrative Assistant is to attend meetings as a non-voting secretary, to provide assistance to the Chairman on the preparation and distribution of the agenda, and to record (providing a copy to the Council) and distribute minutes to all members of the committee and provide a financial report for each meeting.
- 4.4 It is the responsibility of the elected and appointed member to liaise with their relevant group/organisation they represent.
- 4.5 Central Coast Community Shed Committee Representatives:
 - . Chairperson;
 - . Community Shed Liaison/Coordinator;
 - . Safety Officer;
 - . Two Supervisor Representatives;
 - . Program/user representatives;
 - . Womens Group Representative;
 - . Councillor representative;
 - . Community/Services Organisation representative;
 - . School Representative.

5 *Vacation of Office*

- . In the event of a committee member resigning from the Committee, a replacement member is, where possible, to be nominated and elected.
- . If a Committee Member wants to withdraw their involvement with the Committee, their resignation should be submitted to the Project Officer.

6 *Information and Advice for the Committee*

- . Information relating to Council regulations shall be made available to members if requested.
- . Reports concerning accidents on site may be made available to the Committee if requested.

7 *OHWS Policy*

- . All members of the Committee must follow the Central Coast Council Occupational Health Welfare and Safety Policy when at the Community Shed to ensure the safety and health of those who are also present at the Community Shed. These policies are accessible in the current Central Coast Community Shed Health & Safety Manual.



Central Coast Community Shed Management Committee

Minutes of the General Meeting held at the Community Shed
following the Annual General Meeting on:

Monday, 4 July 2016.

1 PRESENT/APOLOGIES

Members Present: Rob McKenzie; Len Blair; Anne Williams; Trish Bock; Jack Eaton; Sam Caberica; John Deacon; John Klop; Norm Frampton; Greg Layton; Merv Gee; Kevin Douglas and Len Carr.

Apologies: David Dunn; Colin Perry; Zac Carter (Richmond Fellowship Tasmania) and Cr Philip Viney.

Coordinator / Admin: Melissa Budgeon

2 CONFIRMATION OF MINUTES

Jack Eaton moved and Len Blair seconded, "That the minutes of the meeting held on Monday, 6 June 2016 were confirmed as correct." **Carried**

3 BUSINESS ARISING FROM MINUTES

- . First Aid training completed by David Dunn, Trish Bock and Anne Williams. Len Blair and Maxine Armstrong to complete the course in coming weeks.
- . Small Grant Scheme Grant confirmed for 10 ergonomic chairs.
- . Wi-Fi. Still an ongoing – new line to be investigated.
- . Toilets – a discussion regarding the supplies of large toilets rolls and key to be able to keep the toilets stocked.
- . Thank you to John Deacon for sorting the fire extinguisher and stainless steel donation for the BBQ area.

4 CORRESPONDENCE

Notification from Tasmanian Men Shed Association (TMSA) that grant funding application was successful for the purchase of a TV and computer value of \$1,284.00.

Correspondence accepted.

5 TREASURER REPORT

Melissa Budgeon advised that the financial report is as previously discussed in the Annual General Meeting, the report to be circulated following the meeting.

Visits for the month 321, Averaged at 28 persons per open day **Accepted**

6 GENERAL BUSINESS

- . Anne Williams suggested a sandwich board for the Girls Group afternoon. The group will look into making this in the coming months.
- . A mentoring training course is being offered. Information will be circulated throughout the shed membership.
- . Rob McKenzie suggested that getting a celebrity here at the shed for Ulverstone Show Day. Enquiry to be made to see if Tino Carnevale from the ABC Gardening Show would be interested in coming along.
- . August 10th to be an open day at the Shed for 'Dying to Know' day with BBQ lunch provided by Hospice at Home.
- . Len suggested that some tidy shirts with the Men's Shed Logo. It was also suggested that maybe the Girls Group supervisors would like a shirt as well. Further discussion to be had on the designs etc.

7 NEXT MEETING

The next ordinary meeting of the Committee will be held on Monday, 1 August at 1.00pm.

8 CLOSURE

As there was no more business to discuss the meeting closed at 1.55pm.

Central Coast Community Shed – Financial Statement 2015–2016

as at 30th June

<i>Revenue</i>		<i>Estimates</i>	<i>Actual</i>
		\$	\$
11413.03			
	Fees	3,000.00	\$2,666.53
	Material Donations		\$136.36
	Project Donations	3,000.00	\$1,845.47
	GST allocation		
	<i>Estimate</i>	\$6,000.00	\$4,648.36
11413.06	Building Fund		\$2,500.00
<i>Expenditure</i>			
11481			
1	Aurora	1,500.00	\$1,747.71
2	Telstra/Internet	670.00	\$669.28
3	Office	250.00	\$250.81
4	Bus	0.00	
5	Testing and tagging	900.00	\$898.69
6	Petty Cash	–	–
7	Police Checks	–	–
8	Membership	340.00	\$338.18
9	Room Hire	0.00	
10	Repairs and Maintenance	1,000.00	\$1,000.01
11	Safety Equipment	–	–
12	Project Materials	2,790.00	\$2,753.26
	Insurance	120.00	\$121.80
	Water/Sewage	30.00	\$42.73
13	Inspections/Building maintenance	–	–
	Checks		
14	Conference	2,400.00	\$2,393.37
	Plans	–	\$70.00
	<i>Estimate</i>	\$10,000.00	\$10,285.84

Central Coast Council

List of Development Applications Determined

Period From: 01-Jun-2016 To 30-Jun-2016

Application Number	Property Address	Development Application Type	Description of Proposed Use	Application Date	Decision Date	Day Determined
DA215020	17 South Road West Ulverstone 7315	Discretionary Development Application	Residential (two lot subdivision)	23-Jul-2015	20-Jun-2016	48
DA215146	59 Etchells Road Cuprona 7316	Discretionary Development Application	Residential (dwelling additions as constructed)	22-Feb-2016	21-Jun-2016	35
DA215176	193 Allport Street East Leith 7315	Discretionary Development Application	Residential (dwelling and outbuilding - garage)	14-Apr-2016	01-Jun-2016	19
DA215189	21 Reibey Street Ulverstone 7315	Discretionary Development Application	General retail and hire (adult clothing, adult interior design items and adult novelties) - variation to standards for car parking, provision of one small rigid truck space, passenger vehicle pick-up and set-down facility and length of building wall	21-Apr-2016	01-Jun-2016	39
DA215191	80 Main Road Penguin 7316	Discretionary Development Application	Food Services (retractable awning)	28-Apr-2016	22-Jun-2016	24
DA215183	Lowana Road Gunns Plains 7316	Discretionary Development Application	Resource Development (Dwelling on CT 49091/1 Lowana Road and Shed on CT 240276/1 1456 South Riana Road)	29-Apr-2016	09-Jun-2016	20
DA215183	1456 South Riana Road Gunns Plains 7316	Discretionary Development Application	Residential and Resource Development (dwelling and shed)	29-Apr-2016	09-Jun-2016	20
DA214058-1	Lowana Road Gunns Plains 7316	Discretionary Development Application	Residential (dwelling)	04-May-2016	03-Jun-2016	28
DA215195	15 Whitelaw Street Ulverstone 7315	Discretionary Development Application	Residential (dwelling additions and outbuilding - shed)	17-May-2016	07-Jun-2016	16
DA215173	179 Maxfields Road South Nietta 7315	Discretionary Development Application	Utilities (Water Transfer Infrastructure, including Pump House, Pipeline, Penstock and Turbine House)	17-May-2016	24-Jun-2016	34
DA215196	3 Maxwell Street West Ulverstone 7315	Discretionary Development Application	Residential (Dwelling and Outbuilding)	18-May-2016	09-Jun-2016	20

Central Coast Council

List of Development Applications Determined

Period From: 01-Jun-2016 To 30-Jun-2016

Application Number	Property Address	Development Application Type	Description of Proposed Use	Application Date	Decision Date	Day Determined
DA215200	28 Main Street Ulverstone 7315	Discretionary Development Application	Residential (outbuilding - shed) - variation to side boundary development standards	24-May-2016	30-Jun-2016	34
DA215205	570 Castra Road Abbotsham 7315	Discretionary Development Application	Residential (outbuilding - garage)	24-May-2016	21-Jun-2016	24
DA215202	104 Lobster Creek Road Ulverstone 7315	Discretionary Development Application	Residential (outbuilding - shed)	27-May-2016	27-Jun-2016	27
DA215206	32 Braddon Street West Ulverstone 7315	Permitted Development Application	Residential (dwelling)	31-May-2016	17-Jun-2016	16
DA215201	91 Medici Drive Gawler 7315	Discretionary Development Application	Residential (dwelling and outbuilding- shed)	31-May-2016	27-Jun-2016	24
DA215211	22 George Street Ulverstone 7315	Discretionary Development Application	Residential (Outbuilding - carport and roofed pergola)	01-Jun-2016	24-Jun-2016	21
DA215194	3 Waverley Road Ulverstone 7315	Discretionary Development Application	Residential (outbuilding addition)	03-Jun-2016	27-Jun-2016	21
DA215210	12 Golf Club Road West Ulverstone 7315	Permitted Development Application	Sports and recreation	15-Jun-2016	22-Jun-2016	7
DA215111-1	64 Medici Drive Gawler 7315	Permitted Development Application	Residential (dwelling and outbuilding - shed)	21-Jun-2016	30-Jun-2016	6

**SCHEDULE OF STATUTORY DETERMINATIONS
MADE UNDER DELEGATION**

Period: 1 June 2016 to 30 June 2016

Building Approvals – 15

<i>Type</i>	<i>No.</i>	<i>Total Value (\$)</i>
Dwellings	3	1,101,328
Flats/Units	0	0
Additions/Alterations	5	361,000
Outbuildings	5	90,000
Other	2	20,000
The estimated cost of building works totalled		1,572,328

Minor Works Applications – 2

Plumbing Permits – 11

Special Plumbing Permits (on-site wastewater management systems) – 1

Food Business registrations (renewals) – 20

Public Health Risk Activity Premises Registration – 1

Public Health Risk Activity Operator Licences – 3



Cor Vander Vlist
DIRECTOR COMMUNITY SERVICES

SCHEDULE OF CONTRACTS AND AGREEMENTS

(Other than those approved under the Common Seal)

Period: 1 to 30 June 2016

Contracts

- . Contract No. 8/2015-16
Gradco Pty Limited
Silt removal from Hiscutt Park
Net Price \$72,919.6 (incl. GST)
- . Contract No. 13/2015-16
Hardings Hotmix
Construction of roundabout at Jermyn and Leven Street
Net Price \$192,811.85 (incl. GST)

Agreements

- . Tenancy Agreement
Managers Office, Civic Centre
16 Patrick Street, Ulverstone
- . Licence Agreement – Muri Pty Limited
North Reibey Street Car Park access
26 King Edward Street, Ulverstone
- . Tenancy Agreement
52 Richardson Street, West Ulverstone
- . Consignment/Display Agreement
Lawrence Harridan
Ulverstone Visitor Information Centre, Ulverstone



Sandra Ayton
GENERAL MANAGER



**SCHEDULE OF DOCUMENTS FOR AFFIXING OF
THE COMMON SEAL**

Period: 21 June 2016 to 18 July 2016

Documents for affixing of the common seal

TBA

Final plans of subdivision sealed under delegation

TBA

Sandra Ayton
GENERAL MANAGER

**A SUMMARY OF RATES & FIRE SERVICE LEVIES
FOR THE PERIOD ENDED 30 JUNE 2016**

	2014/2015		2015/2016	
	\$	%	\$	%
Rates paid in Advance	- 743,602.69	-5.34	- 837,326.01	-5.95
Rates Receivable	500,471.99	3.59	295,911.64	2.10
Rates Demanded	14,074,395.59	101.06	14,561,987.40	103.39
Supplementary Rates	94,827.43	0.69	63,406.43	0.46
	13,926,092.32	100.00	14,083,979.46	100.00
Collected	13,014,438.59	93.45	13,233,626.32	93.96
Add Pensioners – Government	862,481.10	6.19	874,602.23	6.21
Pensioners – Council	32,900.00	0.24	34,300.00	0.24
	13,909,819.69	99.88	14,142,528.55	100.41
Remitted	1,672.78	0.01	56,536.20	0.40
Discount Allowed	556,014.22	3.99	548,893.72	3.90
Paid in advance	- 837,326.01	-0.60	- 892,195.10	-6.33
Outstanding	295,911.64	2.12	228,216.09	1.62
	13,926,092.32	100.00	14,083,979.46	100.00



Andrea O'Rourke
ASSISTANT ACCOUNTANT

4-Jul-2016

(Schedule indicates site construction only)

Date: Tue 5/07/16 + Task Progress

Works Program 2015-2016

(Schedule indicates site construction only)

Status	Task Name	Budget	Notes	Scheduling Comments	2015											
					July	August	September	October	November	December	January	February	March	April	May	June
	West Ulverstone Recreation Ground	\$42,500	Reseal													
	Disabled Parking Spaces	\$50,000														
	Car Park Signage	\$50,000														
	Strategy Items	\$91,000	Safety, On-street linemarking													
	Ulverstone CBD	\$450,000	Furners/Coles													
	Drainage	\$176,000														
	Side Entry Pits	\$20,000														
	Leven Street	\$20,000	Alexandra Road to James Street													
	Risby Street	\$9,000	Side Entry Pits													
	Deviation Road	\$10,000	No.63 Improvements													
	South Road/Lyndara Drive	\$40,000	1A Lyndara Drive Augmentation													
	Fairway Park	\$20,000	Outfall Extension													
	Main Road	\$20,000	No.160 Improvements													
	Bertha Street	\$10,000	Outfall Improvements													
	Forth Road	\$15,000	No.1-3 Pipe Open Drain													
	Seaside Crescent	\$12,000														
	Miscellaneous Drainage	\$0														
	Household Garbage	\$391,000														
	Penguin Refuse Disposal Site	\$210,000	Site Rehabilitation													
	Resource Recovery Centre - Site Development	\$50,000	Layout Improvements													
	Resource Recovery Centre - Rehabilitation	\$30,000	Environmental Improvements													
	Resource Recovery Centre - Leachate Improvements	\$50,000	Subsoil Drainage													
	Castra Transfer Station - Site & Rehabilitation	\$3,000	Environmental Improvements													
	Preston Transfer Station - Site & Rehabilitation	\$3,000	Environmental Improvements													
	South Riana Transfer Station - Site & Rehabilitation	\$0	Deferred...													
	Preston Transfer Station - Safety Improvements	\$20,000	Fall Arrest Gate													
	Preston Transfer Station - Retaining Wall	\$20,000	Replacement													
	Ulverstone Transfer Station - Site & Rehabilitation	\$5,000	Environmental Improvements													
	Parks	\$308,000														
	Playground Renewals	\$100,000	West Beach, Fairway Park, Beach Road BB Ho Awaiting equipment arrival													
	Parks Asset Renewals	\$7,000	Taylor's Flats - BBQ, Car Barriers - Johnsons B													
	Fairway Park - Beach Road	\$10,000														
	Beach Access Upgrades	\$10,000	Deck replacement with FRP - west Beach Road													
	Flagpole Replacements	\$5,000	Deferred													
	Park Signage Upgrade	\$10,000														
	Heybridge Playground	\$60,000														
	Nicholsons Point Redevelopment - Stage 2	\$20,000	Second stage is planting and weather dependant													
	Industrial Estate	\$15,000	Greenbelt - weather dependant													
	Forth Recreation Ground	\$10,000	Tree Planting - weather dependant													
	Sulphur Creek Hall Reserve	\$7,000	Tennis Court Removal													
	Johnsons Beach Master Plan	\$12,000	Stage 1													
	Ulverstone Rowing Club	\$5,000	Car Barriers													
	Josephine Street Beach Access	\$30,000	Design completed - arranging quotes													
	Public Amenities	\$234,000														
	Toilet Refurbishments	\$30,000														
	Bus Shelter Renewals	\$10,000	Deferred...													
	Coles Toilet Renewal	\$120,000	The toilets have been purchased and constructed Linked to Car Park works													
	Nicholsons Point Boat Ramp	\$25,000														
	Toilet Furniture Upgrade	\$5,000														
	Public Toilets	\$5,000	Minor Works External													
	Drinking Water Stations	\$6,000	Item arrived, waiting for installation													
	Public Toilet	\$3,000	Lighting Upgrade/Sulphur Creek Toilets													
	Cemeteries	\$60,000														
	Memorial Park - Watering System	\$10,000														
	Memorial Park - New Plinths	\$15,000														
	Memorial Park - Seating	\$5,000														
	Ulverstone General Cemetery - Signage	\$2,000														
	Memorial Park - Path System	\$15,000														
	Master Plan	\$3,000	Deferred													
	Administration Centre	\$82,000														
	Painting Program	\$5,000														
	Carpet Replacement Program	\$10,000	Walkway/planning													
	Office Furniture	\$2,000														
	Council Chamber Chair Replacement	\$5,000														
	Lighting Upgrade	\$10,000														

Date: Tue 5/07/16

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Task

Progress

Works Program 2015-2016

(Schedule indicates site construction only)

Status	Task Name	Budget	Notes	Scheduling Comments	2015											
					July	August	September	October	November	December	January	February	March	April	May	June
	Heat Pump Renewals	\$10,000	Deferred...													
	Electrical Upgrade	\$40,000	Stage 1 (RCD Protection)													
	Community Development	\$15,000														
	Ulverstone Entry Signage	\$15,000	Deferred													
	Cultural Activities	\$246,000														
	Ulverstone History Museum - Clock Display	\$10,000	Deferred...													
	Ulverstone History Museum - Insulation & Electrical	\$220,000														
	Ulverstone Band	\$13,000	Instruments													
	Art Gallery	\$3,000	Acquisitions													
	Housing	\$140,000														
	Aged Persons Home Units - Internal Rehabilitation	\$50,000														
	Aged Persons Home Units - HWC Renewal	\$15,000														
	Aged Persons Home Units - External Rehabilitation	\$50,000														
	Aged Persons Home Units - Electrical Replacements	\$15,000														
	Aged Persons Home Units - Fencing/Surrounds	\$10,000	Fencing at Cooida, Howe Lane/Carroo Court g:													
	Cultural Amenities	\$179,000														
	Wharf Building - Gnomon/River Room Renewal	\$10,000														
	Wharf Building - Storage Roller Door	\$5,000														
	Wharf Building - Decking	\$20,000	Sanding undertaken - requires sealing													
	Wharf Building - Operable Door	\$5,000														
	Wharf Building - Tables and Chairs	\$10,000														
	Wharf Building - Western Wall Blinds	\$5,000														
	Wharf Building - Waste Fence	\$25,000														
	Sustainability Assessment	\$2,000	Deferred													
	Public Halls and Buildings	\$86,000														
	Ulverstone Surf Club	\$25,000	Balcony Structure Repair													
	Turners Beach Hall - Stage 1	\$20,000	Roof Renewal - Contractor engaged	Awaiting contractor availability												
	Sustainability Assessment	\$5,000	Deferred													
	Caravan Parks	\$15,000														
	Amenities	\$5,000	Deferred...													
	Ulverstone Caravan Park	\$10,000	Electrical Upgrade													
	Swimming Pool and Waterslide	\$5,000														
	Waterslide	\$5,000	Fencing & Surrounds													
	Active Recreation	\$182,500														
	Turners Beach Recreation Ground	\$15,000	Goal Post Renewals													
	Poultry Pavillion Renewal	\$40,000														
	Asset Renewal	\$2,500														
	Cricket Wicket Renewals	\$10,000														
	Ulverstone Showground	\$20,000	Surface Renewals													
	River Park Resurfacing	\$10,000														
	Showgrounds - Community Precinct Car Park	\$25,000														
	Ulverstone Tennis Club	\$25,000	Court Removal - Planting weather dependant	Awaiting favourable conditions for planting												
	Showgrounds - Ground Lighting (design)	\$10,000	Stage 2...													
	Showgrounds - Fencing	\$20,000														
	Ulverstone Recreation Ground - bird management	\$5,000														
	Recreation Centres	\$68,000														
	Ulverstone Stadium 2	\$40,000	Guttering and External Refurbishment	Works split - guttering completed												
	Ulverstone Sports & Leisure Centre - Squash Court	\$10,000	Lighting Upgrade													
	Ulverstone Sports & Leisure Centre - Security/Wifi Review	\$10,000	review of existing systems													
	Sustainability Assessment	\$3,000	Deferred													
	Risk Assessment - Outcomes	\$5,000														
	Visitor Information Services	\$10,000														
	Ulverstone Visitor Information Centre Panels	\$10,000														
	Child Care	\$35,000														
	Ulverstone Childcare Internal/External Painting	\$5,000														
	Penguin Playcentre - Internal Painting	\$5,000	Deferred													
	Ulverstone Childcare - Box Gutter	\$10,000														
	Young Endeavours Fence	\$10,000	Deferred...													
	Childcare Car Park	\$5,000	Deferred...													
	LEGEND	\$0														
	Not Started	\$0														
	Commenced (Construction or Preliminaries)	\$0														
	Complete	\$0														
	Deferred	\$0														

Date: Tue 5/07/16

+

Task

Progress