



Notice of Ordinary Council Meeting and

Agenda

15 FEBRUARY 2016

To all Councillors

NOTICE OF MEETING

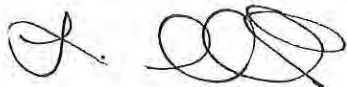
In accordance with the *Local Government (Meeting Procedures) Regulations 2015*, notice is given of the next ordinary meeting of the Central Coast Council which will be held in the Council Chamber at the Administration Centre, 19 King Edward Street, Ulverstone on Monday, 15 February 2016. The meeting 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 9th day of February 2016.

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



Lisa Mackrill
EXECUTIVE SERVICES OFFICER

CENTRAL COAST COUNCIL

CODE OF CONDUCT OF COUNCILLORS

This Code of Conduct should be read in conjunction with the *Local Government Act 1993*, the *Local Government (General) Regulations 2015* and the *Local Government (Meeting Procedures) Regulations 2015*.

A person may make a complaint to the Council in relation to an alleged failure of a Councillor to comply with any provision of this Code.

This Code does not sit in place of the Act and Regulations above-mentioned, or any other relevant legislation. A Code of Conduct panel or Standards Panel established to deal with complaints will accordingly only consider matters that are not otherwise subject to action for offences under relevant legislation.

- | | |
|--|--|
| <ol style="list-style-type: none">1 Councillors are expected to familiarise themselves with, and conduct themselves in accordance with, the principles and values outlined in the Code of Conduct. A Councillor has an obligation at all times to comply with the spirit, as well as the letter, of the law.2 A Councillor must not participate at any meeting of the Council, Council committee, special committee, controlling authority, single authority or joint authority 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. A Councillor must, in all dealings, put the interests of the community to which the Council is accountable, foremost.3 A Councillor must not disclose, without consent, confidential information or any other information which has been acquired as a result of the office of Councillor. A Councillor must actively protect all confidential and other information of the Council which comes into the possession or knowledge of a Councillor.4 A Councillor must not give or receive, or seek to give or receive, a gift, benefit or advantage for the Councillor or for any other person for which they are not legally entitled or that could reasonably be perceived as intended or likely to influence a Councillor to act, or fail to act, in a particular way.5 A Councillor must not procure the doing or not doing of anything by the Council to gain, directly or indirectly, an advantage or to | <ol style="list-style-type: none">avoid, directly or indirectly, a disadvantage for the Councillor or a close associate of the Councillor or a member of the Councillor's family.6 A Councillor, Mayor or Deputy Mayor has a duty to use due care and diligence in fulfilling the functions of office and exercising the powers attached to their office.7 A Councillor has an obligation to ensure that he or she brings an impartial and unprejudiced mind to all matters decided upon in the course of Council duties.8 A Councillor must not direct or attempt to direct an employee of the Council in relation to the discharge of the employee's duties. A Councillor must show respect, courtesy, fairness and dignity when dealing with other Councillors, Council employees and the public.9 A Councillor must not use any resources of the Council in a manner other than provided by legislation or authorised by the Council.10 A Councillor should not engage in conduct likely to bring discredit upon the Council.11 Council resources, equipment, email and internet facilities are provided to assist Councillors in the performance of their functions and must only be used by the Councillors for purposes consistent with the carrying out of their functions of office and must not be used for accessing, downloading or distributing inappropriate material. |
|--|--|

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.



Cor Vander Vlist
ACTING 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	Pecuniary interest declarations	6
3.4	Public question time	7
4	COUNCILLOR REPORTS	7
5	APPLICATIONS FOR LEAVE OF ABSENCE	8
6	DEPUTATIONS	8
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
9.2	Customer Service Charter (144/2013 – 20.05.2013)	13

COMMUNITY SERVICES	17
9.3 Statutory determinations	17
9.4 Council acting as a planning authority	17
9.5 Business and Professional Services (office), Food Services (café) and General Retail and Hire (shop) – variations to car parking and access standards, variations to side boundaries wall length and variation to cantilevered awning length at 26 King Edward Street, Ulverstone – Application No. DA215129	18
INFRASTRUCTURE SERVICES	45
9.6 Waste management review – Rural services (148/2013 – 20.05.2013) and Country Transfer Station Access System (166/2015 – 22.06.2015)	45
ORGANISATIONAL SERVICES	53
9.7 Contracts and agreements	53
9.8 Correspondence addressed to the Mayor and Councillors	53
9.9 Common seal	54
9.10 Financial statements	55
10 CLOSURE OF MEETING TO THE PUBLIC	57
10.1 Meeting closed to the public	57
10.2 Confirmation of Closed session minutes	59
GENERAL MANAGEMENT	61
10.3 Minutes and notes of other organisations and committees of the Council	61

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 25 January 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 25 January 2016 be confirmed.”
-
-
-

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.

- . 01.02.2016 – Review of West Pine Road re Justice Report on Council issues / Hobbs Parade upgrade
- . 08.02.2016 – Cat management / Lifelong dog registrations / Customer Service Charter.

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

-
- “That the Officer’s report be received.”
-
-
-

3 MAYOR’S COMMUNICATIONS

3.1 Mayor’s communications

The Mayor to report:

.....

.....

.....

3.2 Mayor’s diary

The Mayor reports as follows:

- . Australia Day Breakfast by the Leven celebration, including citizenship ceremony
- . Adam Brooks MP, Member for Braddon – Dial Regional Sports Complex Development briefing
- . Regional Development Australia, Tasmania – Dial Regional Sports Complex Development briefing
- . Local Government Association of Tasmania – Local Government Regional Breakfast (Burnie)
- . Cradle Coast Authority – Mayors and General Managers meeting re Regional Governance Review Report (Burnie)
- . Coast FM/Radio 7AD – community report
- . Justine Keay, Federal Labor Candidate for Braddon, and John Dowling, Advisor Regional Policy to Senator Anne Urquhart – Dial Regional Sports Complex Development briefing
- . TasWater – Owners Representatives Quarterly Briefing for the North West Region
- . Don College – Evening of Excellence (Devonport)

-
- . Leven Regional Arts – opening of ‘Earthy Pursuits’ art exhibition
 - . Cradle Coast Authority – meeting re North West Coastal Pathway (Burnie)
 - . Cradle Coast Authority – Dial Regional Sports Complex Development briefing
 - . Local Government Association of Tasmania – General Management Committee meeting (Launceston)
 - . Local Government Association of Tasmania – General Meeting (Launceston)
 - . Enormity Inc. – 20-year anniversary celebration.”

Cr Howard reports as follows:

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

- . Penguin Uniting Church – Pancake Day.”

The Executive Services Officer reports as follows:

“A suggested resolution is submitted for consideration.”

- “That the Mayor’s and Cr Howard’s reports be received.”

3.3 Pecuniary interest declarations

The Mayor reports as follows:

“Councillors are requested to indicate whether they have, or are likely to have, a pecuniary 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.”

.....

.....

.....

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).”

.....

.....

.....

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.”

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.”

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 –

(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
 - (b) the general manager has reported that the matter is urgent; and
 - (c) in a case where the matter requires the advice of a qualified person, the general manager has certified under section 65 of the Act that the advice has been obtained and taken into account in providing general advice to the council.'

Councillors who have questions without notice are requested at this time to give an indication of what their questions are about so that the questions can be allocated to their appropriate Departmental Business section of the agenda.”

<i>Councillor</i>	<i>Question</i>	<i>Department</i>
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

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."

9 DEPARTMENTAL BUSINESS

GENERAL MANAGEMENT

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

The Acting 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 29 October 2015.

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.”

9.2 Customer Service Charter (144/2013 – 20.05.2013)

The Acting General Manager reports as follows:

“The Director Organisational Services has prepared the following report:

‘PURPOSE

The purpose of this report is to submit for review the Council’s Customer Service Charter.

BACKGROUND

The Council, at its meeting on 12 December 2005 (Minute No. 422/2005) adopted a Customer Service Charter (the Charter). The Charter has been

reviewed in accordance with legislative requirements since being adopted and was last revised following a Customer Service Process Review and re-confirmed on 20 May 2013 (Minute No. 144/2013). As part of our obligations under Section 339F(4) of the *Local Government Act 1993*, the Council is to review the Charter at least once every two years.

The Charter was adopted and is reviewed by the Council in terms of Section 339F of the *Local Government Act 1993* which provides as follows:

- “(1) A council must adopt a customer service charter on or before 1 January 2006.
- (2) The customer service charter is to –
 - (a) specify the principles relating to services provided by the council; and
 - (b) specify a procedure for dealing with complaints relating to services provided by the council; and
 - (c) include any prescribed matter.
- (3) The general manager is to make the customer service charter available –
 - (a) for public inspection at the public office during ordinary office hours; and
 - (b) on the council’s internet site free of charge; and
 - (c) for purchase at a reasonable charge.
- (4) A council is to review its customer service charter at least once every 2 years.
- (5) The general manager is to provide the council with a report at least once a year of the number and nature of complaints received.”

Regulation 31 of the *Local Government (General) Regulations 2015* provides as follows:

“For the purposes of section 339F of the Act, a customer service charter adopted under that section is to include the following matters:

- (a) the manner in which a complaint referred to in section 339E of the Act may be made;
- (b) the manner in which a response to a complaint is to be made;
- (c) opportunities for a review of a response by the general manager;
- (d) the periods within which complaints are to be dealt with;
- (e) other actions that may be taken if a complainant is dissatisfied by the response;
- (f) reporting of the complaints received.”

DISCUSSION

The Senior Leadership Team has regularly reviewed the Customer Service Charter since being adopted in 2005. The Charter continues to meet the criteria set down in the amended Act and Regulations.

It is appropriate to note that while the legislation focuses almost solely on complaints handling, the Charter treats customer service as much more than just dealing with complaints. The Customer Service Charter was prepared with a wider view of customer service in mind.

In 2012 the Council undertook a Customer Service Process Review as part of its ongoing commitment to continuous improvement. This review included a comprehensive review of the Charter.

The current review of the Charter focused on simplifying the information contained in it and updating it for any changes in processes that have been made since the last review, while continuing to meet the statutory obligations of the Council. The aim is to document a service level expectation that is easy for the Council and the community to understand.

A copy of the updated Customer Service Charter is appended to this report.

CONSULTATION

Significant consultation was undertaken in respect of the earlier Customer Service Policy which provided the basis for the Customer Service Charter

adopted in 2005. In 2012 the Council undertook a Customer Service Process Review as part of its continuous improvement program. That Review included a comprehensive review of the Charter. During 2015 the revised Charter was subject to a significant consultation process with Council staff.

RESOURCE, FINANCIAL AND RISK IMPACTS

There is minimal impact on resources.

CORPORATE COMPLIANCE

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

Council Sustainability and Governance

- Improve corporate governance
- Improve service provision.

CONCLUSION

It is recommended that the Council adopt the updated Customer Service Charter February 2016.'

The report is supported."

The Executive Services Officer reports as follows:

"A copy of the updated Customer Service Charter February 2016 having been circulated to all Councillors, a suggested resolution is submitted for consideration."

- "That the revised Customer Service Charter February 2016 be adopted."

COMMUNITY SERVICES

9.3 Statutory determinations

The Director Community Services reports as follows:

“A Schedule of Statutory Determinations made during the month of January 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.”

.....

.....

.....

9.4 Council acting as a planning authority

The Mayor reports as follows:

“The *Local Government (Meeting Procedures) Regulations 2015* provide that if a council intends to act at a meeting as a planning authority under the *Land Use Planning and Approvals Act 1993*, the chairperson is to advise the meeting accordingly.

The Director Community Services has submitted the following report:

‘If any such actions arise out of Agenda Item 9.5, they are to be dealt with by the Council acting as a planning authority under the *Land Use Planning and Approvals Act 1993*.’”

The Executive Services Officer reports as follows:

“Councillors 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.

A suggested resolution is submitted for consideration.”

- “That the Mayor’s report be received.”

9.5 **Business and Professional Services (office), Food Services (café) and General Retail and Hire (shop) – variations to car parking and access standards, variations to side boundaries wall length and variation to cantilevered awning length at 26 King Edward Street, Ulverstone – Application No. DA215129**

The Director Community Services reports as follows:

“The Consultant Town Planner has prepared the following report:

<i>‘DEVELOPMENT APPLICATION NO.:’</i>	DA215129
<i>PROPOSAL:</i>	Business and Professional Services (office), Food Services (café) and General Retail and Hire (shop) – variations to car parking and access standards, variations to side boundaries wall length and variation to cantilevered awning length
<i>APPLICANT:</i>	Muri Pty Ltd
<i>LOCATION:</i>	26 King Edward Street, Ulverstone
<i>ZONE:</i>	General Business
<i>PLANNING INSTRUMENT:</i>	<i>Central Coast Interim Planning Scheme 2013</i> (the Scheme)
<i>ADVERTISED:</i>	9 January 2016
<i>REPRESENTATIONS EXPIRY DATE:</i>	23 January 2016
<i>REPRESENTATIONS RECEIVED:</i>	Nil
<i>42-DAY EXPIRY DATE:</i>	17 February 2016
<i>DECISION DUE:</i>	15 February 2016

PURPOSE

The purpose of this report is to consider an application for the development of a two-storey commercial building comprising four retail, office and café lease areas at 26 King Edward Street, Ulverstone.

Accompanying the report are the following documents:

- . Annexure 1 – location plan;
- . Annexure 2 – application documentation;
- . Annexure 3 – photograph of the site;
- . Annexure 4 – TasWater Submission to Planning Authority Notice TWDA 2016/00025-CC;
- . Annexure 5 – Statement of Compliance from Road Authority and Stormwater Authority.

BACKGROUND

Development description –

Application is made for the development of a two-storey commercial building in the Ulverstone CBD, fronting King Edward Street. The building is designed to support four potential lease areas accommodating a mix of retail, office and café use.

The building is to be clad in a powder coated or painted flat panel sheeting and will support a cantilevered awning over the King Edward Street footpath. A street frontage courtyard portion of the building would be defined by timber cladding detail.

Ground Floor – Tenancy 1 is designed to support a café with internal and outdoor under cover dining areas. The café would be accessed by a separate, dedicated access, via an open-air dining courtyard.

Ground Floor – Tenancies 2 and 3 are designed to support retail or/and offices for business and professional services.

First Floor – Tenancy 4 is designed to support offices for business and professional services.

The proposal includes the development of a private, on-site staff car park at the rear of the building accessed from the municipal car park that adjoins the property.

Site description and surrounding area –

The development site is located in the central business area of Ulverstone, opposite the Ulverstone Returned Servicemen's Club building and the offices of the Central Coast Council. The site is vacant, presently covered with a layer of gravel to prevent a dust nuisance.

The site has frontage to King Edward Street and adjoins a commercial retail shop (butcher) to the north and a residential dwelling to the south.

The rear of the property adjoins the North Reibey Street Car Park (colloquially known as "Woolworths" car park), accessed via Clarkes Lane and Car Park Lane off King Edward Street, and Car Park Lane and an unnamed access near the River Arms Hotel off Crescent Street, i.e. the car park has a total of four access points.

History –

The site previously supported a commercial café in a building that was destroyed by fire in late 2010. A demolition Permit was issued in April 2011 for removal of the debris.

DISCUSSION

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

General Business

CLAUSE	COMMENT
21.3.1 Discretionary Permit Use	
<p>21.3.1–(P1) Discretionary permit use must:</p> <ul style="list-style-type: none"> (a) be consistent with local area objectives; (b) be consistent with any applicable desired future character statement for the zone; and (c) be required to service requirements of the local and district resident and visitor population; (d) minimise potential to: <ul style="list-style-type: none"> (i) service a population beyond the local, district, or municipal community; (ii) have immediate, incremental or cumulative adverse effect on the regional pattern of retail and service provision; and (iii) displace retail, business, and professional use. 	<p>Compliant.</p> <p>Proposed uses of land are “Permitted”.</p>

21.4.1 Suitability of a site for use or development	
<p>21.4.1–(A1) Each use or development site or each lot on a plan of subdivision must:</p> <p>(a) have a site area of not less than 45m²; and</p> <p>(b) if intended for a building, contain a building area of not less than 45m²:</p> <p>(i) clear of any applicable setback from a frontage, side or rear boundary;</p> <p>(ii) clear of any applicable setback from a zone boundary;</p> <p>(iii) clear of any registered easement;</p> <p>(iv) clear of any registered right of way benefitting other land;</p> <p>(v) not including land required as part of access to the site;</p> <p>(vi) accessible from a frontage or access strip; and</p> <p>(vii) clear of any area required for the on-site disposal of sewage or stormwater.</p>	<p>(a) Compliant. Site has land area of 730m².</p> <p>(b) Compliant. Building has an area in excess of 652.22m².</p> <p>(b)(i) Compliant. Building meets front, rear and side boundary setbacks.</p> <p>(b)(ii) Compliant. Building is clear of zone boundary.</p> <p>(b)(iii) Not applicable. No registered easements over the land.</p> <p>(b)(iv) Not applicable. No right of way over the land.</p> <p>(b)(v) Non-compliant. Applicant seeks access to the rear of the property via a municipal car park, rather than establish access off King Edward Street. See “Issues” section below.</p> <p>(b)(vi) Compliant. Development is accessible from site frontage.</p> <p>(b)(vii) Not applicable. Development is clear of any area required for the on-site disposal of sewage or stormwater.</p>

<p>21.4.1–(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 3.6m; and (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. 	<ul style="list-style-type: none"> (a) Compliant. The development site is able to be accessed from King Edward Street, however, the applicant seeks site specific access from the North Reibey Street Car Park at the rear of the property so as to facilitate full boundary length development of the King Edward Street frontage. (b) Not applicable. The land is not an internal lot. (c) Not applicable. Compliant with 21.4.1–(A2)(a) (d) Not applicable. The development is not a subdivision. (e) Compliant. Refer to Statement of Compliance from the Road Authority (refer Annexure 5).
---	---

<p>21.4.1–(A3) A site or each lot on a plan of subdivision must have 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 a reticulated water system. The Council's Planning Permit would require compliance with TasWater's approval (refer Annexure 4), to be included as an attachment to the Planning Permit.</p>
<p>21.4.1–(A4) A site or each lot on a plan of subdivision must drain sewage and wastewater to a sewerage system provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>.</p>	<p>Compliant.</p> <p>The site is connected to a reticulated sewerage system. The Council's Planning Permit would require compliance with TasWater's approval (refer Annexure 4), to be included as an attachment to the Planning Permit.</p>
<p>21.4.1–(A5) A site or each lot on a plan of subdivision must drain 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 a reticulated stormwater system. The Council's Planning Permit would require compliance with its approval as a Stormwater Authority issued as a Statement of Compliance (refer Annexure 5).</p>
<p>21.4.2 Location and configuration of development</p>	
<p>21.4.2–(A1) Building height must not be more than 10.0m.</p>	<p>Compliant. Building height is to be 7.64m.</p>

21.4.2-(A2) An external car parking and loading area, and any area for the display, handling, or storage of goods, materials or waste, must be located behind the primary frontage elevation of a building.	Compliant. An external car park, waste storage and loading area is to be located behind the primary frontage of the proposed building.
21.4.2-(A3) Buildings in Reibey Street must have zero setback from the frontage.	Not applicable. Development is not located in Reibey Street.
21.4.2-(A4) Buildings in Victoria Street between Wongi Lane and Patrick Street and in King Edward Street between Grove Street and Patrick Street must have zero setback from the frontage.	Compliant. Development has zero setback from King Edward Street.
21.4.2-(A5) Buildings in Victoria Street between Wongi Lane and Patrick Street and in King Edward Street between Grove Street and Patrick Street must have the main pedestrian entrance located onto the frontage.	Compliant. Development has primary pedestrian entrances onto King Edward Street.
21.4.2-(A6) A building constructed to the street frontage must have an awning of not less than 3m width cantilevered or suspended over the adjoining footway within a road or car park for the full width of the frontage of the building.	<p>Non-compliant.</p> <p>The street frontage available for development is 18.5m in length. A cantilevered street awning forms part of the design of the commercial building and is proposed to be 4m wide for a length of 9.3m and to then reduce to 1.5m wide for a length of 4.2m.</p> <p>The proposed design results in a 4.2m length of the street frontage that will be without an awning.</p> <p>See "Issues" section below.</p>

<p>21.4.2–(A7) A building must not have a continuous wall of more than 20m measured parallel to the boundaries.</p>	<p>Non-compliant.</p> <p>Side boundary walls are to be 21.5m long, exceeding the Acceptable Solution standard by 1.5m.</p> <p>See “Issues” section below.</p>
<p>21.4.3 Visual and acoustic privacy for residential use</p>	
<p>21.4.3–(A1) A door or window to a habitable room, or any part of a balcony, deck, roof garden, parking space or carport must:</p> <ul style="list-style-type: none"> (a) be not less than 3.0m from a side boundary and 4.0m from a rear boundary to land in a zone for residential purposes; (b) be not less than 6.0m from any door, window, balcony, deck or roof garden in an adjacent dwelling; (c) be off-set by not less than 1.5m from the edge of any door or window in an adjacent dwelling; (d) have a window sill height of not less than 1.8m above finished floor level; (e) have fixed and durable glazing or screening with a uniform transparency of not more than 25% in that part of a door or window less than 1.8m above finished floor level; or (f) have a fixed and durable external screen other than vegetation 	<p>Not applicable. Proposal is not a Residential use class.</p>

<p>of not less than 1.8m height above the finished 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.</p>	
<p>21.4.4 Private open space for residential use</p>	
<p>21.4.4–(A1) Each dwelling must provide:</p> <p>(a) external private open space that:</p> <ul style="list-style-type: none"> (i) is accessible from the dwelling; (ii) comprises an area of not less than 25m² for each dwelling; (iii) has a gradient of not more than 1 in 10; and (iv) has a minimum dimension of 4.0m; or <p>(b) private open space provided as a private balcony, deck or terrace:</p> <ul style="list-style-type: none"> (i) of area not less than 25m²; (ii) minimum dimension of 2.0m; and (iii) accessible from the dwelling. 	<p>Not applicable. Proposal is not a Residential use class.</p>

<p>21.4.4–(A2) The required minimum private open space area must be capable of receiving at least 3 hours of sunlight between 9.00am and 3.00pm on 21 June.</p>	<p>Not applicable. Proposal is not a Residential use class.</p>
<p>21.4.5 Setback from zone boundaries</p>	
<p>21.4.5–(A1) Development of land with a boundary to a zone must:</p> <ul style="list-style-type: none"> (a) be setback from the boundary of land in an adjoining zone by not less than the distance for that zone shown in the Table to this Clause; (b) not include within the setback area required from a boundary to land in a zone shown in the Table to this Clause: <ul style="list-style-type: none"> (i) a building or work; (ii) vehicular or pedestrian access from a road if the boundary is not a frontage; (iii) vehicle loading or parking area; (iv) an area for the display, handling, operation, manufacturing, processing, servicing, repair, or storage of any animal, equipment, goods, plant, materials, vehicle, or waste; 	<p>Not applicable. Development site does not adjoin a zone boundary.</p>

<ul style="list-style-type: none"> (v) an area for the gathering of people, including for entertainment, community event, performance, sport or for a spectator facility; (vi) a sign orientated to view from land in another zone; or (vii) external lighting for operational or security purposes; and <p>(c) a building with an elevation to a zone boundary to which this clause applies must be contained within a building envelope determined by:</p> <ul style="list-style-type: none"> (i) the setback distance from the zone boundary as shown on the Table to this Clause; and (ii) 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 setback distance from the zone boundary; and <p>(d) the elevation of a building to a zone boundary must not contain an external opening other than an emergency exit, including a door, window to a habitable room, loading bay, or vehicle entry.</p>	
---	--

21.4.6 Subdivision	
21.4.6-(P1) Each new lot on a plan of subdivision must be – (a) 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 (b) for a purpose permissible in the zone.	Not applicable. Development is not a subdivision.
21.4.7 Reticulation of an electricity supply	
21.4.7-(A1) Electricity reticulation and site connections must be installed underground.	Compliant. There is an existing electricity supply to the land.
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 or 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 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>Non-compliant.</p> <p>(a) Ground floor and first floor office tenancies as shown on the plan = 97.80m² lower floor and 169.29m² upper floor = total of 267m². E9.5.1–(A1)(a) requires one car space per 40m².</p> <p>Floor area divided by car parking requirement (267/40) = seven car spaces are required.</p>

<p>(d) bicycle parking at the rate of one space for every 20 vehicle parking spaces or part thereof.</p>	<p>Tenancy 3 – shop/general retail area as shown on the plan = 48m² (excluding the area made available for staff kitchen and bathroom facilities). E9.5.1–(A1)(a) requires one car space per 30m².</p> <p>Floor area divided by car parking requirement (48/30) = two car parking spaces are required.</p> <p>Café tenancy as shown on the plan, including outdoor dining areas = approximately 80m². E9.5.1–(A1)(a) requires 15 spaces per 100m².</p> <p>Floor area divided by car parking requirement (80/100) = 12 car spaces required.</p> <p>The total number of car parking spaces required for the use class floor areas proposed on site is 21. The Site Plan shows allocation for 11 vehicles on site. The application does not meet the Traffic Generating Use and Parking Code standards by 10 spaces.</p> <p>(b) No motor bike parking spaces are provided.</p> <p>(c) A parking space for people with disabilities is provided.</p>
--	--

	<p>(d) No bicycle parking is provided.</p> <p>See “Issues” section below.</p>
<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>Non-compliant.</p> <p>(a) Non-compliant. No on-site loading and unloading space is made available. The site is to rely on King Edward Street loading bays.</p> <p>(b) Non-compliant. No provision is made within the site for passenger pick-up and set-down facilities for business. Site is to rely on passenger drop-off car parking areas in King Edward Street and the North Reibey Street Car Park at the rear.</p> <p>See “Issues” section below.</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>Compliant.</p> <p>A Certificate of Compliance has been issued by the Road Authority (refer Annexure 5). Access off King Edward Street is available, if required. The developer seeks access from</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>the car park at the rear of the site. Refer to “Issues” section of this report.</p>
<p>E9.6.2 Design of vehicle parking and loading areas</p>	
<p>E9.6.2 A1.1 All development must provide for the collection, drainage and disposal of stormwater; and</p>	<p>Compliant.</p> <p>A Certificate of Compliance has been issued by the Stormwater Authority (refer Annexure 5). Development would be able to collect and dispose of stormwater from the site.</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>(a) Compliant. The application is supported by a Traffic Impact Assessment report by Milan Prodanovic dated November 2015 (refer Annexure 2). The report advises on car parking specifications. Parking areas are to be in accordance with AS/NZS 2890.1 (2004) – Parking Facilities – Off-Street Car Parking.</p> <p>(b) Non-compliant. No off-street spaces for commercial vehicles are provided on plan. See “Issues” section below.</p> <p>(c) Non-compliant. No bicycle parking facilities are</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>(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>provided on-site. See “Issues” section below.</p> <p>(d) Compliant. Car parking space for people with disability is provided on-site to Australian Standard AS/NZS 2890.6.</p> <p>(e) Compliant. Car parking spaces are separately accessed from an internal circulation aisle.</p> <p>(f) Compliant. Car design allows for forward movement and passing of all vehicles.</p> <p>(g) Compliant. Car park would be constructed in all-weather material.</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. The development is within the General Business zone.</p>
<p>E10 Water and Waterways Code</p>	<p>Not applicable.</p>
<p>Specific Area Plans</p>	<p>Not applicable. No Specific Area Plans apply to this location.</p>

Issues –

1 Cantilevered awning length –

The Scheme's Acceptable Solution standard 21.4.2–(A6) "Location and Configuration of Development" requires that a, "building constructed to the street frontage must have an awning of not less than 3m width cantilevered or suspended over the adjoining footway within a road or car park for the full width of the frontage of the building".

The street frontage available for development is 18.5m in length. A cantilevered street awning forms part of the design of the commercial building and is proposed to be 4m wide for a length of 9.3m across the central section of the building and to then reduce to 1.5m wide for a length of 4.2m. The setback in awning width, from 4m to 1.5m, will give definition to that portion of the proposal that supports Tenancy 3.

The variance in length is a cost reduction and preferred design outcome for the building. Ideally, a full width cantilevered awning would benefit the King Edward Street streetscape, creating a more urban presentation in the central area of Ulverstone and providing greater weather protection for pedestrians. The variation in length is considered to be not materially significant and the proposal will be an improvement on the current street awning treatments in this section of King Edward Street.

The proposed design also results in a 4.5m length of the street frontage, in front of the proposed café area of the development, to be without a cantilevered awning. The lack of awning over the café frontage portion of the development is to allow sunlight into the outdoor dining area, which will be enclosed with a roof.

2 Side boundary wall lengths –

The Scheme's Acceptable Solution standard 21.4.2–(A7) "Location and Configuration of Development" requires that a, "building must not have a continuous wall of more than 20m measured parallel to the boundaries".

The proposal is to construct northern and southern side boundary walls 21.5m long. The proposal does not meet the Scheme's 20m length standard by 1.5m. It is considered that this is acceptable development and that the excess wall length of 1.2m greater than the

standard will have a minimal impact on adjoining use and development.

3 *Traffic movements and vehicular access to the development site via the public car park –*

The application is supported by a Traffic Impact Assessment (TIA) by Milan Prodanovic dated November 2015. The TIA examines existing road and traffic characteristics in the vicinity of King Edward Street, and entry and egress of vehicles to and from the public car park at the rear of the development. The report evaluates the impacts of expected traffic movements and makes an assessment and recommendations in relation to access, traffic and road capability. Refer to Traffic Impact Assessment – Annexure 2.

The proponent seeks a 3.5m wide access to the rear of the development site via the adjoining North Reibey Street Car Park. The TIA examines this matter and advises that the number of public car parking spaces across the rear boundary of the development site is 13. The TIA offers two suggestions for the development of an access to the subject site:

Option 1 – Provision of a 3.0m wide opening to the development site and a re-marking of car parking spaces 2.65m wide, which would result in no loss of public car parking spaces; or

Option 2 – Provision of a 5.5m wide opening to the development site and re-marking of car parking spaces 2.65m wide, which would result in the loss of one public car parking space.

The TIA recommends Option 1 be adopted. It is considered that Option 1 would be preferable because it would result in no loss in the number of public car parking spaces.

The matter of access from the public car park to the development site was informally presented to members of the Council and it was determined at that time that “in principle” support could be given to the lodgement of an application for consideration by the Council acting as a Planning Authority, provided the applicant detailed an alternate access from another boundary of the site. This was to ensure that the Council had flexibility and authority over the future development and use of the car park land, including the ability to close the access if required.

In response to this request, the applicant has noted on the Ground Floor Plan A201, dated 23 December 2015, potential vehicular access over the land proposed for Tenancy 1 and Tenancy 3. Access, if required into the future, would require the demolition of a portion of the building.

To give legal certainty to the Council's rights and authority over the car park land and flexibility in relation to the future use and development of the car park land, it is recommended the Council require the proponent to enter into a legally binding agreement in accordance with Part 5 of the *Land Use Planning and Approvals Act 1993* (LUPPA).

Part 5, Section 71 of LUPPA allows a Council to enter into a binding agreement with an owner of land regarding the prohibition, restriction or regulation of use and development and the conditions under which the use or development may be undertaken. Importantly, the agreement is "tied" to the land, not to an individual or entity, and so may reside with the land indefinitely.

Establishing a Part 5 Agreement over the land would allow the Council to determine, if required, future development options for the car park without the constraint or obligation of maintaining a rear access to 26 King Edward Street. It would allow for termination of access rights, if so determined, and would advise any future owners of 26 King Edward Street of a legal agreement pertaining to the land and the conditions of use of the municipal car park.

4 *Car Parking Requirements –*

The Scheme's E9 Traffic Generating Use and Parking Code requires that the development demonstrate the allocation of 21 car parking spaces on-site, dedicated to the uses proposed. The site plan shows allocation of 11 spaces.

The Scheme further requires one on-site parking area for every 50 car parking spaces allocated, for passenger pick-up and set-down and a separate on-site loading area. The proposal makes no provision for such vehicular parking spaces on-site and would rely on existing King Edward Street loading bays and car parking areas.

Given the site is within the CBD of Ulverstone, and that on-site provision is constrained by the development that is proposed, the

variations to on-site car parking allocation, provision of a loading bay and passenger pick-up space are considered to be acceptable.

Referral advice –

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

SERVICE	COMMENTS/CONDITIONS
Environmental Health	Included in draft conditions of the Permit.
Infrastructure Services	Included in draft conditions of the Permit and Statement of Compliance by Road Authority and Stormwater Authority (refer Annexure 5).
TasWater	Refer to the Taswater Submission to Planning Authority Notice TWDA 2016/00025-CC (refer Annexure 4).
Department of State Growth	Referral was not required.
Environment Protection Authority	Referral was not required.
TasRail	Referral was not required.
Heritage Tasmania	Referral was not required.
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 –

No representations were received within the prescribed time.

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 land is zoned General Business. The proposed development would result in the construction of a commercial two-storey building in central Ulverstone that will support the use of the land for café, retail and office activity. These uses are Permitted in the zone under the Scheme.

In summary, the key Local Area Objectives for the zone are to:

- 1 provide an urban activity centre offering a mix of services to meet the needs of the resident population and visitors; and
- 2 make efficient use of land and optimise infrastructure through priority infill and redevelopment and adaptive re-use of existing sites and buildings.

The proposed development would be consistent with the key Objectives and would advance the Desired Future Character of the zone.

Discretion is required to be exercised regarding variations to vehicular access and car parking standards, the length of side boundary walls and the length and irregular design of the cantilevered awning over the King Edward Street footpath. The variations to the design elements of the building would not negate the overall purpose and outcome for the use of the site and,

given the developer enters into a legally binding agreement to facilitate access to the rear of the property, it is considered the minor variations would not reduce or impede the overall intent and outcome of the development.

Recommendation –

It is recommended that the application for the development of Business and Professional Services (office), Food Services (café) and General Retail and Hire (shop) – variations to car parking and access standards, variations to side boundaries wall length and variation to cantilevered awning length at 26 King Edward 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 Prior to an application for a Building Permit, the applicant must enter into a Part 5 Agreement with the Central Coast Council in accordance with Part 5 of the *Land Use Planning and Approvals Act 1993*. The Agreement is to set out the terms and conditions under which approval is granted to access the development site at 26 King Edward Street, Ulverstone, identified in Certificate of Title 226280/1, via the internal municipal car park that is at the rear of the property. The drafting and sealing of the Part 5 Agreement is to be at the applicant's expense, with the terms and conditions of the Agreement to be to the satisfaction of the Director Community Services.
- 3 The development must be in accordance with the conditions of the Submission to Planning Authority Notice from TasWater, Reference No. TWDA 2016/00025-CC (copy attached).
- 4 The development must be in accordance with the conditions of the "Statement of Compliance for Vehicular Access and Drainage Access" dated 21 January 2016, 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 Building and Plumbing permits are required for the proposed development. A copy of this Planning Permit should be given to your building surveyor.
- 4 Any damage or disturbance to footpaths, kerb and channel, roads, nature strips, stormwater infrastructure or existing services must be rectified, noting that this work will be undertaken by the Council at the applicant’s expense, unless alternative arrangements are approved by the Council’s Director Infrastructure Services, or his representative.
- 5 A Request for Report from Environmental Health Officer (Form 42) will be required at the building application stage. The Form 42 should be accompanied by full kitchen plans for Tenancy 1, including building materials to be used and elevations.’

The report is supported.”

The Executive Services Officer reports as follows:

“A copy of the Annexures referred to in the Consultant Town Planner’s report having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

■ “That the application for Business and Professional Services (office), Food Services (café) and General Retail and Hire (shop) – variations to car parking and access standards, variations to side boundaries wall length and variation to cantilevered awning length at 26 King Edward 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 Prior to an application for a Building Permit, the applicant must enter into a Part 5 Agreement with the Central Coast Council in accordance with Part 5 of the *Land Use Planning and Approvals Act 1993*. The Agreement is to set out the terms and conditions under which approval is granted to access the development site at 26 King Edward Street, Ulverstone, identified in Certificate of Title 226280/1, via the

internal municipal car park that is at the rear of the property. The drafting and sealing of the Part 5 Agreement is to be at the applicant's expense, with the terms and conditions of the Agreement to be to the satisfaction of the Director Community Services.

- 3 The development must be in accordance with the conditions of the Submission to Planning Authority Notice from TasWater, Reference No. TWDA 2016/00025-CC (copy attached) (a copy being appended to and forming part of the minutes).
- 4 The development must be in accordance with the conditions of the 'Statement of Compliance for Vehicular Access and Drainage Access' dated 21 January 2016, issued by the Council acting in its capacity as the Road Authority and the Stormwater Authority (copy attached) (a copy being appended to and forming part of the minutes).

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 Building and Plumbing permits are required for the proposed development. A copy of this Planning Permit should be given to your building surveyor.
- 4 Any damage or disturbance to footpaths, kerb and channel, roads, nature strips, stormwater infrastructure or existing services must be rectified, noting that this work will be undertaken by the Council at the applicant's expense, unless alternative arrangements are approved by the Council's Director Infrastructure Services, or his representative.
- 5 A Request for Report from Environmental Health Officer (Form 42) will be required at the building application stage. The Form 42 should be accompanied by full kitchen plans for Tenancy 1, including building materials to be used and elevations."

NOTES

INFRASTRUCTURE SERVICES

9.6 Waste management review – Rural services (148/2013 – 20.05.2013) and Country Transfer Station Access System (166/2015 – 22.06.2015)

The Director Infrastructure Services reports as follows:

“PURPOSE

The purpose of this report is to provide information on the community consultation undertaken and the ongoing effectiveness and sustainability of the rural services waste management system.

BACKGROUND

This report provides an update on actions taken following the Ordinary Council meeting held on 22 June 2015 (Minute No. 166/2015) as a result of the consideration of the Country Transfer Station Access System (CTSAS). At that meeting, the Council resolved that:

- ‘1 the Council acknowledge the first year success achieved by the Country Transfer Station Access System, namely a 30% reduction in vehicles accessing the three stations, 20% reduction in waste deposited and savings in the order of \$22,000, and approve the continuation of the Country Transfer Station Access System for a further 12 months;
- 2 appropriate community consultation, using the methods previously adopted for the 2013 consultations, take place with the rural communities of the Central Coast Council area, firstly reporting back on the effectiveness of the Country Transfer Station Access System to date and secondly considering the future effectiveness and sustainability of the rural services waste management system; and
- 3 report on the community consultation undertaken and the effectiveness and sustainability of the rural services waste management system be presented to the Council at the February 2016 Ordinary Council meeting.’

The CTSAS was introduced in May 2014 and covers the three country transfer station facilities at Castra, Preston and South Riana. The access system was developed at that time following extensive community consultation to address a number of Council and community issues relating to the operation of rural waste

management facilities, such as escalating operational costs, out of area usage and continued local access.

DISCUSSION

Country Transfer Station Access System – feedback

The CTSAS has been acknowledged as being successful in addressing Council and community issues relating to the operation of rural waste management facilities, including maintaining local resident access to a waste management program, the escalating costs at that time and the then out of area usage, i.e. by non-Central Coast residents.

It was noted that during the 12 month trial period (May 2014 to June 2015) there was:

- . a 30% reduction in vehicular access (70 per week);
- . a 20% reduction in waste deposited (134 tonnes);
- . no noticeable increase in illegal dumping;
- . a \$22,000 reduction in operational costs; and further
- . that 90% of residents used no more than 25 coupons.

This information was disseminated to the rural community through correspondence included with the 2015–2016 issue of coupons in late June 2015. Additional information was also included in relation to rethinking waste, recycling, organic waste and vegetation. A copy of this document is attached as Annexure 1.

Community consultation commenced with a meeting of community representatives in December 2015 to review the CTSAS, and to consider performance, problems and improvements. A copy of the minutes from this meeting is attached as Annexure 2.

The community representatives indicated that the vast majority of residents use the access system and are happy with it. They also suggested that Council staff should be acknowledged for the professional manner in which they had approached the introduction of the new arrangements. A few minor problems were discussed and improvements were suggested. These will be implemented as appropriate over the next few months, e.g. Cover Your Load signage etc.

Rural services waste management – Sustainability

Operational information provided in the June 2015 Council report included:

TRANSFER STATION	QUANTITY IN TONNES (2014–2015)
Castra	187
Preston	156
South Riana	206
<i>TOTAL WASTE HANDLED</i>	<i>549</i>

- . No material is landfilled at any of the three transfer station sites.
- . All putrescible waste and recyclables are transferred to the Resource Recovery Centre (RRC) through the mobile transfer station (truck and trailer) to be dealt with as part of normal waste management operations.
- . Scrap metal is stockpiled at all transfer stations and collected by a metal recycler for a minimal return.
- . Green waste is stockpiled at all transfer stations and periodically transferred to the RRC to be dealt with as part of normal waste management operations.

The second of two meetings with community representatives was held in January 2016 to review matters relating to the Country Transfer Stations, such as issues raised by the community, scrap metal collection, green waste collection, service delivery improvements, possible cost efficiencies and the overall sustainability of the system. A copy of the minutes from this meeting is attached as Annexure C.

Comments from the community representatives suggest that they believe that the current system of transfer stations and CTSAS is sustainable in the long-term with small productivity/efficiency improvements still possible. It was generally felt that the reductions in operational costs, together with the reductions in quantities being received at the transfer stations would continue but to a lesser degree than in the trial period and that an extensive community education campaign was now needed to keep the issues in front of residents. Items such as encouraging greater composting of putrescible waste need to again be highlighted to the community, with the consequences of not using composting being explained in relative detail. Community representatives acknowledged that costs would generally continue to rise slowly and believe that a small rural waste management levy should be considered in order to provide some equity between urban and rural households as well as ensuring that the economics of the current system are sustainable, e.g. ensuring that any increase in costs are covered by the levy as a minimum.

The issue of banning green waste from the transfer stations was discussed and one member was particularly vocal on this as it was felt that with composting and reuse, e.g. mulching, minimal green waste needed to leave rural properties. A recommendation to that effect was, however, not agreed to, mainly due to the need for further research needed on the subject.

The future of the transfer stations was discussed and whether there are too many stations currently in use. All representatives were wary of such discussions as they believed that the Council had committed to continue with the current three stations if cost efficiencies similar to those achieved were attained. It was suggested that the topography of the Central Coast area made it difficult to consider reducing the current number of stations, i.e. the road network is generally in a south/north direction due to the ridge lines and water catchments running in a south to north direction. As there is poor connectivity between east and west, i.e. not many roads that connect across the Central Coast in an east/west direction, residents could be disadvantaged by not having relatively easy access to a transfer station and this could result in greater amounts of waste being deposited in forest areas and other inappropriate areas within the Central Coast municipal area.

In view of the progress made to date and the willingness to continue to explore further options to ensure that the CTSAS and the rural services waste management program is sustainable, the community representatives have agreed to continue to meet at least every six months and sooner if necessary. Council staff have encouraged this and will continue to provide information and discussion starters to assist the representatives.

Other suggestions raised that will be considered over the next six months by staff with the assistance of the representatives include:

- . Having unmanned stations or maybe community volunteers manning the sites.
- . Minimising or ceasing acceptance of scrap metal at transfer stations (this could then only be taken to the RRC at Lobster Creek Road where the Council receives an income for this material). It is noted that as of last month the Council is now being charged for any scrap metal picked up at the transfer stations by the recycler due to the very low price of metal commodities.
- . Reduction of the number of coupons provided to residents (initial suggestions were that maybe there was only a need for around half of the coupons now), although the representatives agree that further research is needed in regard to this before any decisions can be made.

CONSULTATION

Feedback to the rural community on the success of the CTSAS was provided through correspondence sent out with the 2015–2016 issue of coupons in late June 2015.

Meetings with community representatives were held in December 2015 and January 2016 providing feedback on the success of the CTSAS and to consider further operational efficiencies and improvements to the CTSAS and rural waste management services in general. The community representatives also gauged community opinion on the matters discussed during their meetings and their assistance with this should be acknowledged.

RESOURCE, FINANCIAL AND RISK IMPACTS

As indicated in the June 2015 Council report, ‘...the overall impact on the financial resources of continuing with the CTSAS is expected to be positive.’ A number of additional items have been put forward by the community representatives to be considered in reducing the costs of operations of the rural services waste management system. These include the possibility of reducing the amount of green waste and the maybe not accepting scrap metal at the transfer stations, reviewing the manning of the transfer stations, increasing education of the community on composting and the possibility of a small waste management levy for the rural area of the municipal area to cover any increase in costs.

As also indicated in the June 2015 Council report, ‘...It is anticipated that the impact on the financial resources and risk impacts from further consideration of the sustainability of the rural services waste management system will be positive. It would be hoped that savings in operational expenditure [in 2015–2016] would be similar if not greater than in 2014–2015.’

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

Council Sustainability and Governance

- Improve service provision
- Improve the Council’s financial capacity to sustainably meet community expectations
- Effective communication and engagement.

CONCLUSION

The deliberations of the community representatives were very worthwhile with a number of sustainability suggestions offered including the discussions and insight into appropriateness of the current transfer station locations. The topography of the Central Coast area presents issues for physical access to less than three transfer stations, i.e. with the current stations established within the three major water catchment areas. In view of the advice received from the community representatives that they believe the current transfer stations should continue to operate, it would be appropriate to accept this and ask the representatives to continue to give input each year on this matter.

Illegal dumping of waste issues exist in parts of the Central Coast municipal area and resources may need to be concentrated on this. It would be appropriate for the community to provide further input into this issue and hopefully to provide a low cost solution to this problem.

It is acknowledged that some of the suggestions that the representatives have offered could also be considered for the waste management collection areas as well, e.g. composting, alternative disposals systems of green waste etc. and these will be further investigated.

Recommendation

It is recommended that:

- 1 the report be received and the community representatives be thanked for their assistance;
- 2 the views of the community representatives in regard to the continuation of the three transfer stations system be acknowledged and the sustainability of the rural services waste management system be reviewed annually prior to each budget, and the representatives be invited to assist with this review with community input; and
- 3 the community representatives be invited to continue to meet on at least a six monthly basis and to assist with community input on rural services waste management.”

The Executive Services Officer reports as follows:

“Copies of the annexures referred to in the report having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

■ “That:

- 1 the report be received and the community representatives be thanked for their assistance;
 - 2 the views of the community representatives in regard to the continuation of the three transfer stations system be acknowledged and the sustainability of the rural services waste management system be reviewed annually prior to each budget, and the representatives be invited to assist with this review with community input; and
 - 3 the community representatives be invited to continue to meet on at least a six monthly basis and to assist with community input on rural services waste management.”
-
-
-

NOTES

ORGANISATIONAL SERVICES

9.7 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 January 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.”
-
-
-

9.8 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 January 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:

- Email regarding signage at the Ulverstone Wharf pontoon.
- Letter regarding the relocation of the Penguin Online Centre.
- Letter from Senator Jacqui Lambie regarding the Coastal Shipping Legislation and upcoming Shipping Forum.

- . Letter enquiring about the Council's responsibility for pest control.
- . Letter regarding the maintenance of Council land at Revell Lane, Penguin.

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."
-
-
-

9.9 Common seal

The Director Organisational Services reports as follows:

"A Schedule of Documents for Affixing of the Common Seal for the period 26 January 2016 to 15 February 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."

9.10 Financial statements

The Director Organisational Services reports as follows:

“The following principal financial statements of the Council for the period ended 31 January 2016 are submitted for consideration:

- . Summary of Rates and Fire Service Levies
- . Operating and Capital Statement
- . Cashflow Statement
- . 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.”

NOTES

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; and
- . Minutes and notes of other organisations and committees of the Council.

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;

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

29 October 2015

**Brighton Civic Centre
Green Point Road
Bridgewater**

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	6
1.1 CONFIRMATION OF MINUTES *	6
1.2 BUSINESS ARISING *	6
1.3 CONFIRMATION OF AGENDA.....	6
1.4 FOLLOW UP OF MOTIONS*	6
1.5 MONTHLY REPORTS TO COUNCILS*	7
2. ITEMS FOR DECISION	9
2.1 REVIEW OF THE LOCAL GOVERNMENT ACT.....	9
2.2 MOTION: LIMIT ON POLITICAL DONATIONS	9
2.3 LOCAL GOVERNMENT REFORM.....	11
2.4 MOTION - FINANCIAL ASSISTANCE GRANTS	12
2.5 MOTION - DETERMINATION OF PARKS AND WILDLIFE PRIORITIES	13
2.6 NORTHERN COUNCILS ENERGY EFFICIENT STREET LIGHTING PROJECT*	14
2.7 DRAFT STATE POLICY FOR HEALTHY SPACES AND PLACES	16
2.8 SECONDMENT TO PLANNING TASKFORCE	18
3. ITEMS FOR NOTING	20
3.1 CODE OF CONDUCT UPDATE	20
3.2 PLANNING REFORM*	21
3.3 VALUATION OF COMPLEX PROPERTIES.....	23
3.4 PROCUREMENT	24
3.5 EMPLOYEE ASSISTANCE PROGRAM.....	26
3.6 LOCAL GOVERNMENT SES FUNDING MODEL	27
3.7 POLICY UPDATE.....	29
3.8 2016 ANNUAL CONFERENCE	32
3.9 PROFESSIONAL DEVELOPMENT PROGRAM	33
4. ITEMS FOR DISCUSSION	34
4.1 SUPERANNUATION FOR ELECTED MEMBERS.....	34
4.2 LIMIT ON ELECTION EXPENDITURE	35
4.3 COUNCIL V TASWATER*	36
5. Other Business & Close	36

* Denotes Attachment



GENERAL MEETING SCHEDULE

- 10.00** **Coffee on arrival**
- 10.30** **Meeting commences**
- 11.00** **Stuart Clues**
 Co-ordinator General
- 12.00** **Alan Stokes,**
 Sea Change Task Force (Australian Coastal Councils Group)
- 12.30 pm** **Approximately, lunch will be provided**



The President, Mayor Doug Chipman, welcomed Members and declared the meeting open at 10.30am.

Vice President, Mayor Daryl Quilliam, was thanked with acclaim for undertaking the role of Acting President, his efforts were greatly appreciated.

Apologies were received from -

Mayor Duncan McFie	King Island Council
Mr David Laugher	King Island Council
Mayor Christina Holmdahl	West Tamar Council
Mayor Deirdre Flint	Central Highlands Council
A/Mayor Joy Allen	West Tamar Council
Mr Ian Pearce	West Tamar Council
Mr Robert Dobrzynski	City of Launceston
Mayor Albert van Zetten	City of Launceston
Mayor Kerry Vincent	Sorell Council
Mr Tony Smart	Circular Head Council
Mayor Jan Bonde	Central Coast Council
Ms Sandra Ayton	Central Coast Council
Mr Peter Brooks	Glenorchy City Council
Mr John Martin	George Town Council
Mr Gerald Monson	Kentish/Latrobe Councils
Mayor Phil Vickers	West Coast Council
Mr Michael Stretton	West Coast Council
Mr Ron Sanderson	Brighton Council
D/Mayor Mary Duniam	Waratah Wynyard Council

1. GOVERNANCE

1.1 CONFIRMATION OF MINUTES *

Circular Head Council/Devonport City Council

That the Minutes of the meeting held on 22 July 2015, as circulated, be confirmed.

Carried

Background:

The Minutes of the General Meeting held on 22 July 2015, as circulated, are submitted for confirmation and are at **Attachment to Item 1.1.**

1.2 BUSINESS ARISING *

Southern Midlands Council/Waratah Wynyard Council

That Members note the information.

Carried

Background:

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

1.3 CONFIRMATION OF AGENDA

Glenorchy City Council/Devonport City Council

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

Carried

Background:

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

1.4 FOLLOW UP OF MOTIONS*

That Members note the report.

Carried

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 PRESIDENT'S REPORT

That Members note the President's Report.

Carried

In addition to the items listed on the Agenda for this meeting, it is timely to provide an update of other activity underway at LGAT.

- My first formal function as President was to co-sign an MOU between LGAT and LGMA at the LGMA Tas (soon to be known as Local Government Professionals Tasmania) annual conference dinner. LGAT is also exploring opportunities around shared resourcing with LGMA in light of the imminent departure of their CEO to take up a new position. Katrena has also started meeting with the CEO's of the regional authorities and next month they will be undertaking a functional mapping exercise to understand the functions and strengths of each organisation and look at where there are sectoral gaps.
- As fairly recent building owners, LGAT has commenced the process of commissioning a condition assessment and asset management plan for the building at 326 Macquarie St to ensure that appropriate long term financial planning can be undertaken.
- The staff have also commenced a process to look strategically at communications and ICT to both improve the operational efficiency of the organisation and position LGAT to be able to provide new services to members in the future (for example on line training).
- A key goal of the strategic communications review is to look at how to improve the profile of Local Government. We have the opportunity to build upon the Qld advertising campaign recently launched and are exploring that amongst other options.
- With a new CEO, President and General Management Committee it is also timely to look at our internal governance and how it can be improved. The CEO has commenced a review of best practice in that regard.
- Acknowledgment of Daryl's contribution as A/President and welcome to Kristie as new GMC Member.

1.6 MONTHLY REPORTS TO COUNCILS*

Glenorchy City Council/Kingborough Council

That Members note the reports for June, July, August and September 2015.

Carried

Background:

Monthly reports to Councils that briefly outline Association activities and outcomes for the previous months are at **Attachment to Item 1.5.**

2. ITEMS FOR DECISION

2.1 REVIEW OF THE LOCAL GOVERNMENT ACT Contact Officer - Katrena Stephenson

Circular Head Council/Central Coast Council

That LGAT continue to receive input on:

- a) Issues to be captured by the Terms of Reference.**
- b) The process proposed.**

Until mid November.

Carried

Current Situation

At the July 2015 General Meeting the Minister announced a targeted review of the Local Government Act with Terms of Reference to be agreed before the end of the year.

This will not be a roots and branches review.

Specifically he mentioned:

- The roles and responsibilities of Mayors, Deputy Mayors and elected members.
- The roles and responsibilities of the Director of Local Government and the Local Government Board.
- The administration of councils, including the financial management elements of the Act.
- Areas already flagged with regard to red tape reduction and elections (social media use, general manager's roll).

The Minister has invited comment on other matters that 'really matter'.

The Terms of Reference are to be finalised by the Local Government Division, in consultation with LGAT, by the end of the year.

LGAT is currently seeking feedback and the final Terms of Reference will be endorsed by the General Management Committee.

There will be further opportunity for Mayor's to discuss the review at the Mayor's workshop on the 30th October.

It is important to note that this is not a full review of the Act and the intent is not to throw the baby out with the bathwater. It is about adding clarity and certainty around roles and responsibilities as well as addressing some anomalies and emerging issues.

Budget Impact

Within current resources.

Current Policy

There are a number of legislative issues that have been identified by councils and through the General Meeting process over recent years which will be fed into the process.

2.2 MOTION: LIMIT ON POLITICAL DONATIONS

City of Clarence/City of Hobart

That LGAT request the State Government to amend the Local Government Act and Regulations, consistent with legislation associated with the Legislative Council (Sect 162 of the Electoral Act 2004) to prevent donations to or expenditure by Local Government election candidates involving political parties which endorse and/or support that candidate.

Carried

Background

At the July General Meeting a motion was passed urging the State Government to support the amendment of the Local Government Act and regulations to require candidates to disclose political donations. The LGAT decision seeks to address donations received by candidates, however does not sufficiently address candidate donations received from political parties in the context of a Local Government election.

Currently Local Government candidates have a ceiling of \$1000 for tax deductible campaign expense claims. This contrasts with an annual \$1,500 tax deductible donation threshold that individuals can make to a political party. There is nothing to preclude a political party from providing campaign funding support of the same amount back to an endorsed Local Government candidate.

This effectively means party endorsed candidates that either self fund campaigns and/or receive donations through a political party may have the advantage of tax deductibility and greater expenditure opportunity over non endorsed party candidates.

Furthermore party endorsed candidates may potentially not be subject to any changes to donations disclosure that intended to be sought by the LGAT proposal.

In respect to Legislative Council elections, the Tasmanian Electoral Act 2004 provides as follows:

162 Party not to incur election expenditure: A person must not incur any expenditure for or on behalf of a party with a view of promoting or procuring the election of a candidate or intending candidate as a member of the Council, whether or not the candidate or intending candidate is an endorsed candidate or intending candidate of the party.

The proposed resolution seeks to have the regulation of party endorsed candidate expenditure for Local Government elections consistent with the processes associated with the Legislative Council. It is intended to further strengthen transparency by preventing and/or making it prohibited for Local Government candidates contesting under a political party franchise, to wash campaign donations through that political party.

Banning political party donations would assist in ensuring a level funding playing field for claiming Local Government election campaign expenses.

LGAT Comment

Please note the Item for Topical Discussion which is related.

Budget Impact

Does not apply.

Current Policy

As outlined in background, July General Meeting motion on political donation disclosure.

2.3 LOCAL GOVERNMENT REFORM **Contact Officer - Katrena Stephenson**

Meander Valley Council/Burnie City Council

- 1. That Members note the broad direction being taken in each region in relation to reform.**
- 2. That Members advise of any whole of sector advice or action they feel LGAT should be taking including any resources (such as the Reform Toolkit).**
- 3. That Members consider whether a benchmarking exercise should be undertaken on a state-wide basis.**

Carried

Background

At the July Annual General Meeting the Minister noted the following:

- 24 of 29 councils had expressed interest in modelling strategic resource sharing or voluntary amalgamations.
- The North and North West regions were looking at regional benchmarking and resource sharing opportunities.
- In the South a combination of models were being discussed including voluntary amalgamations.

Following a tender process, a panel of four possible providers for feasibility modelling was established.

The Director of Local Government is currently progressing meetings with Councils to progress the project proposals and discuss the mechanism for modelling going forward.

The North and Northwest have expressed intent to look at regional resource sharing, commencing with a benchmarking exercise. This work will critically inform future feasibility studies.

In the South a number of merger proposals have been put forward or are in the process of being developed for feasibility studies and in some cases quotations from the Panel of providers have been sought.

LGAT has developed a Reform section on the extranet with a view to loading research and tools going forward.

In Western Australia, the Association provided a significant toolkit for councils. LGAT is not currently resourced to be able to do this additional work to the same extent. However, if there was interest from Councils to fund this as a specific project, a more robust approach could be explored. See <http://www.reformtoolkit.com.au/>.

It should be noted that in Western Australia the toolkit was developed in partnership with the State Government and Local Government Managers Australia.

Budget Impact

Additional funds might be required for research or tool development.

Current Policy

Does not apply.

2.4 MOTION - FINANCIAL ASSISTANCE GRANTS

Flinders Council/Meander Valley Council

That LGAT lobbies the Auditor General to have Federal Assistance Grants (FAGs) that are paid in advance prior to the financial year they are meant to be received in, recognised as income in the financial year they relate to, and not in the financial year received as is the current position.

Carried

Background

In the 2014-15 year Flinders Council received the following information on 29 June 2015 from the State Grants Commission:

"This morning I received advice that the Australian Government has decided to bring forward the first two instalments of the 2015-16 Financial Assistance Grants allocation for payment to the states and territories by 30 June 2015".

The advance payment of \$650,000 landed in Council's bank on the night of the 30th June and has been required by the Auditors to be accounted as revenue in that year of 2014-15. It is needless to say, this was a totally unexpected and unbudgeted income, and in fact income that had been budgeted for by Council in the 2015-16 year.

Flinders, like many other Councils, had already considered its Budget Estimates for 2015-16, prior to receipt of this advice on 29 June. It is impossible for Councils to budget responsibly when the early receipt of FAGs can happen at random and up to the last minute of a financial year.

It is appreciated that the funds have landed in Council's bank early and a benefit will be received from the interest accruing, however Local Government accounting is under the accrual method and thus it is considered that prepayments of FAGs should be accounted for in the year they are due, not in the year they are made as prepayments.

2.5 MOTION - DETERMINATION OF PARKS AND WILDLIFE PRIORITIES

Dorset Council/Circular Head Council

That LGAT write to the Minister responsible for the Parks & Wildlife Service requesting that Councils are genuinely involved in the process of determining PWS priorities within Local Government areas, rather than being subject to token consultation.

Carried

Background

On 11 December 2014 Council wrote to the Parks and Wildlife Service (PWS) raising a number of issues about lack of maintenance which was resulting in restricted or no access to a number of trails and beaches in the Dorset area. In response the Northern Regional Manager, Chris Colley suggested it would be a good idea to seek Councils input into determining what ought to be PWS priorities in Dorset regarding walking trails, beaches, etc.

Council subsequently invited Chris Colley to Council's May 2015 Workshop at which an open discussion was had regarding priorities and other issues Councillors had with works being conducted by PWS. Subsequent to this workshop Council formally wrote to PWS requesting that the Cuckoo Falls walking trail be reopened in time for the oncoming tourism season.

The General Manager of PWS responded to Councils request informing that it did not believe Cuckoo Falls should be considered as a tourist destination for a number of reasons as outlined in the response. This was followed up by a recent site visit by the Northern Regional Manager.

Whilst Council is appreciative of and acknowledges the efforts of the Northern Regional Manager to make himself available to Council to discuss the above issues, Council remains of the opinion that Councils have inadequate input into the decision making process of PWS. In particular, Council believes that PWS would achieve better results if in addition to consulting with users it also consulted with the respective Council given that Councils are able to provide a broader community perspective on issues.

Council is also of the opinion that PWS resources are far too skewed towards its regulatory obligations rather than focusing on the end users (customer) needs such as the condition of trails, beach accesses and access roads.

Accordingly Dorset Council is requesting that a motion be raised at the 29 October 2015 LGAT General Meeting requesting LGAT to lobby the relevant Minister to ensure that Councils have a far greater say in determining PWS priorities in their Local Government areas.

LGAT Comment

This matter has been raised in part as a result of the ongoing advocacy being undertaken by the Association in relation to the funding and management of former Forestry Roads that have been transferred to the Department of Primary Industry, Parks Water and the Environment (DPIPWE).

The Government has advised through the Premier's Local Government Council (PLGC) that the Inter-Departmental 'Tourism Supply Side Committee' has been formed this year (2015) to consider strategic funding and upgrades of, among other things, PWS infrastructure.

A statement of intent is expected to be released from the IDC in late 2015 for public feedback, and Local Government will be consulted as a key stakeholder.

It is noted that the State Government allocated funds in its 2015-16 Budget Summary Paper towards both Parks and Forestry infrastructure. It is understood that Local Government is to be consulted in relation to the spending priorities under these allocations.

2.6 NORTHERN COUNCILS ENERGY EFFICIENT STREET LIGHTING PROJECT*

Contact Officer - Kate Hiscock

Break O'Day Council/Waratah Wynyard Council

That Members:

- 1. Note the report; and**
- 2. Advise Kate Hiscock as soon as possible if they would like to participate in the Northern Councils Energy Efficient Street Lighting Project.**

Carried

Background

The City of Launceston is driving a project investigating models for the replacement of 'old technology' street lights with improved energy efficient lighting such as LED. Local Governments around Australia and the world are replacing old, outdated street lights with low energy LED technology and realising both energy and emissions savings.

The City of Launceston has contracted Ironbark Sustainability to assess a number of models and report on the potential savings to replace i) all street lights across Tasmania and ii) minor road lights in Launceston. Preliminary findings of work to date suggest that a 'council owned, TasNetworks maintained' model could yield participating councils cost savings of 40%, with energy and emissions reductions of 77%.

The savings of the City of Launceston Council business case equate to a 20% to 26% reduction in costs for the TasNetworks owned scenario, and 26% to 40% for council owned lights.

A draft report from IronBark entitled Street Lighting Management Options in North East Tasmania is at **Attachment to Item 2.6**.

A number of Northern Tasmanian Councils have provided in principle support to further the project with a regional focus. Working as a region will significantly improve bargaining power with key stakeholders such as TasNetworks and potential economies of scale in regards to purchasing. LGAT is involved in the project in both a support and liaison role, but additionally to investigate options to extend the project state-wide to all LGAT Members.

LGAT is currently in the process of liaising with the Municipal Association of Victoria (MAV), which recently undertook a similar project, to see if any learnings can be shared and if potentially MAV procurement's "project assist" team could be engaged to undertake project roll out or any necessary procurement. It is likely this would be undertaken on a fee for service approach.

Replacement of old technology with new will require some capital investment to "pay out" any residual asset value. Models of financing such an investment are being investigated including the use of the extra Roads to Recovery (R2R) funding that all Tasmanian Councils will receive over the next two financial years to pay the capital costs for the replacement project.

The use of R2R funding is likely to place time constraints on the project if using the R2R funds within the funding allocation period. Therefore, the project needs to get up and running quickly. Consequently, the project is going to be progressed on a "opt in" basis.

Councils that are interested in participating need to advise Kate Hiscock as soon as possible.

As part of the liaison with TasNetworks, LGAT is working to access a data set to enable all councils to identify the number and type of streetlights by each LGA to help councils calculate potential savings. The City of Launceston, IronBark and LGAT will be meeting with TasNetworks and the MAV shortly to discuss project options.

Benefits of the LED street lights include:

- Improved energy efficiency – up to 77% reduction in energy use
- Lower greenhouse gas emissions – up to 77% reduction in CO2-e
- Great cost savings for councils and ratepayers – up to 40%
- Improved safety and lighting quality for motorists/pedestrians/cyclists
- Reduced street crime
- An upgraded design to more closely reflect current AS/NZ Standards
- Less light spill into nearby properties
- Low toxicity – no mercury

Budget Implications

- Some capital investment will be required to pay out residual asset value (note potential to use R2R funding).
- A fee for service may be applicable if MAV Procurement Project Assist is engaged (this would likely be shared across participating councils).

Current Policy

Strategic Plan Priority Area 2: Ensure Financial Sustainability

2.7 DRAFT STATE POLICY FOR HEALTHY SPACES AND PLACES

Contact Officer - Dion Lester

- 1. That Members note LGAT's concerns in relation to the proposal by the Tasmanian Heart Foundation; and**
- 2. That the Meeting determine whether to support the Tasmanian Heart Foundation's advocacy for a State Policy for Healthy Spaces and Places.**

Amendment Motion

Glenorchy City Council/Waratah Wynyard Council

That LGAT support the advocacy for a State Policy for Healthy Spaces and Places.

Lost

Burnie City Council/Break O'Day Council

That members note LGAT's concerns in relation to the proposal by the Tasmanian Heart Foundation and agree that LGAT will not advocate on behalf of the Heart Foundation for a State Policy For Healthy Spaces And Places.

Carried

Background

The Heart Foundation has been advocating for a State Policy for Healthy Spaces and Places since late 2012, followed by the development of a draft Policy in late 2014.

Tasmania currently ranks poorly against the national average on many measures of health, with approximately two thirds of the Tasmanian population being overweight or obese and 31% of all deaths in Tasmania in 2011 due to cardiovascular disease. Indications are that these trends will continue into the future.

Population health underpins the social and economic wellbeing of a community and the built environment can hinder or help an individual to be more active and healthy.

In recent decades the segregation of land uses and activities, the huge emphasis on facilitating private vehicle travel, along with technological and wider social changes, have resulted in less daily walking and cycling.

The draft State Policy for Healthy Spaces and Places seeks to set planning objectives and principles towards improving the health and wellbeing of Tasmanians through having built environments that support better health and wellbeing. It seeks to avoid the mistakes of the recent past where development discouraged physical activity.

A State Policy is a planning instrument made under the State Policies and Projects Act 1993, like the State Coastal Policy and the State Policy on the Protection of Agricultural Land. They are generally implemented through incorporation into planning schemes.

However, there has been little use of State Policies in Tasmania and those that have been developed have been difficult to practically apply.

Because the provisions of State Policies are captured in the normal development application approval processes of councils the draft State Policy for Healthy Spaces and Places will predominantly be implemented only via new developments. Therefore, the draft policy would have limited ability to influence areas which are already developed.

Designing and providing good open spaces and associated linkages like walkways and cycling tracks is already an accepted and practised corner stone of good planning. Most councils also support healthy communities in other ways, including owning and maintaining active and passive recreation areas, supporting community groups such as sports clubs, and have internal policies guiding the management and acquisition of open space.

Providing high quality and useful open spaces at a local level really requires a broader approach than just planning policy. It also relies on good asset management and a commitment by Local and State Governments to invest time and resources to develop and maintain those spaces/assets.

While there are many improvements that could be made to the current system to improve community health outcomes, arguably there are enough current planning practices in place that try to achieve a good level of design for health communities through the mechanism of planning.

A State Policy for Healthy Spaces and Places will have limited effectiveness, is likely to have areas of conflict with other planning policies, and is too broad to practically apply.

The draft Policy seeks to improve health outcomes by influencing the structure of cities and towns, primarily public spaces and streets, to encourage physical activity and access to a healthy and sustainable local food system.

The principles embodied in the draft State Policy include active living, open space provision, mixed density housing and land use, access to healthy food and buildings that promote incidental physical activity.

Many of these principles would be endorsed by Councils and in fact are already being implemented through the current planning system,

However, the draft Policy has little ability to impact existing developed areas and is extremely broad and aspirational and would be very hard to apply in a useful way without significant investment in guiding documents.

In early 2013, LGAT did not support the development of a State Policy for Healthy Communities for similar reasons.

Budget Impact

Does not apply

2.8 SECONDMENT TO PLANNING TASKFORCE

Contact Officer - Katrena Stephenson

City of Hobart/Kingborough Council

That Members agree to fund the Local Government secondment to the Planning Taskforce for a further six months.

Carried

Background

At the February 2015 General Meeting, discussion arose around the Planning Taskforce and the requirements in finalising the transition to one planning scheme. It is preferred that there be Local Government input in the form of a planner on a secondment basis who could work with the taskforce in taking the technical issues and translating them to implementable levels for Local Government.

Councils agreed that input from Local Government was important in ensuring a usable, functioning scheme for all involved.

The following motion was carried:

That Members agree in principle to providing a 50% share towards the costs of a Local Government Planner participating in the transition to a single planning scheme, subject to working out the terms of reference and working arrangements. That this contribution be included in Member subscriptions for the 2015/16 financial year.

We have been asked if we would continue to co-fund the secondment of Caroline Lindus, to the Planning Taskforce drafting team until the end of the financial year, that is a further six months (provided the City of Hobart agrees to her continued release).

The Executive Chair of the Taskforce, Mary Massina has expressed the view that Caroline is an important and valued member of the team that has and continues to go above and beyond for Local Government and the taskforce.

LGAT would agree that Caroline is dedicated, presents the Local Government view and responds well to the feedback from the technical reference group.

There is however a question as to why Local Government should continue to resource a State Government policy function, particularly given the burden councils will incur in transitioning to the single planning scheme.

This would be at a cost of \$40,000 to our sector (paid on a subscription basis). The table below outlines each individual council contribution.

Council		Secondment Contribution
Flinders Island	1.77	708
King Island	1.77	708
Tasman	1.77	708
Central Highlands	1.77	708
Southern Midlands	2.65	1060
Kentish	2.65	1060
Dorset	2.65	1060
George Town	2.65	1060
Derwent Valley	2.65	1060
Break O'Day	2.65	1060

West Coast	2.65	1060
Glamorgan Spring Bay	3.55	1420
Latrobe	3.55	1420
Waratah Wynyard	3.55	1420
Brighton	3.55	1420
Meander Valley	3.55	1420
Northern Midlands	3.55	1420
Circular Head	3.55	1420
Sorell	4.05	1620
Central Coast	4.05	1620
West Tamar	4.05	1620
Huon Valley	4.05	1620
Burnie	4.55	1820
Devonport	4.55	1820
Kingborough	4.55	1820
Glenorchy	4.55	1820
Clarence	5.04	2016
Hobart	5.04	2016
Launceston	5.04	2016
Total Subscriptions	100.00	40 000

The above amounts do not include GST.

Budget Impact

As detailed above.

3. ITEMS FOR NOTING

3.1 CODE OF CONDUCT UPDATE

Contact Officer - Katrena Stephenson

George Town Council/City of Hobart

That Members note the changes to the Code of Conduct provisions and the proposed transition support by LGAT.

Carried

Background

The Code of Conduct Amendment Bill passed the Parliament in September this year.

LGAT believes the Bill addresses the issues the sector has raised including:

- The difficulties faced by local Code of Conduct Panels; the limited sanctions and enforcement powers;
- The inability for the Standards Panel to dismiss frivolous and vexatious complaints; and
- The difficulties faced by LGAT, as a member body, in administering the Standards Panel that deals with complaints and applies sanctions.

Further the amendments represent a range of improvements to the workability and strength of the Code of Conduct provisions in the Local Government Act, as well as embedding voluntary improvements undertaken by the sector, such as the adoption of a Model Code of Conduct.

The changes to current practice, reflecting the Legislative Council's amendments include:

- Abolition of local Code of Conduct Panels and the establishment of a single state-wide panel.
- The state Code of Conduct Panel to be supported by an executive officer, initially to be within the Local Government Division of State Government.
- General Managers will be the first point of contact for receipt of a complaint
- Sanctions have been strengthened with the most serious being suspension without allowances for a period of up to 3 months.
- If a Councillor/Alderman has three suspensions within a two year term the Standards Panel may recommend to the Minister the dismissal of that offender.
- There is now a penalty related to non-compliance with a sanction of the Panel.
- Councils will work to a regulated Code which is supported by local policy schedules.

A move to make the holding of council Annual General Meetings optional was not supported by the Legislative Council.

LGAT's focus is now on supporting a rapid transition to the new arrangements and divesting LGAT of its role in administering the Standards Panel. We are providing resources and expertise, based on our experience in administering the Standards Panel. Our focus will initially be on updating our documents so that they comply with new requirements and are ready for use for a new Code of Conduct Panel. These include

flowcharts, guidelines, template letters for hearings and determinations and reports to council and for recruitment of Panel Members.

We have also offered support in relation to the processes around engagement of the Executive Officer and selection of Panel Members.

LGAT will also support the development of the new regulated Code of Conduct, using the LGAT Model Code of Conduct as a starting point.

It is proposed that implementation be supported by training, through a combination of fact sheets, voice over Powerpoint for use online and workshops – preferably in partnership with the Local Government Division and the Integrity Commission.

At the time of writing the Association was awaiting advice on the timeframe for implementation by the Local Government Division of the new provisions.

Budget Impact

Within current resources.

Current Policy

Aligned with current policy.

3.2 PLANNING REFORM*

Contact Officer - Katrena Stephenson

Circular Head Council/Break O'Day Council

That Members note the progress of the State Government's planning reforms and the concerns raised by the Local Government sector.

Carried

Background

The Government committed prior to the election to the introduction of a single planning scheme for Tasmania under the guise of a faster, fairer, cheaper and simpler planning system. A taskforce was established in 2014 and the LGAT CEO participates on that.

LGAT successfully advocated for the establishment of a technical reference group, comprising nine Local Government planners, which first met in July. LGAT members also agreed to co-fund a secondee to the drafting team from Local Government.

In parallel to the Taskforce processes, the Department of Justice developed amendments to LUPAA to support the future implementation of a Tasmanian Planning Scheme. LGAT consulted with members and made a sectoral submission on the Amendment Bill.

While in principle the Bill seems workable, the sector expressed concern that it was difficult to be confident in the absence of any broad engagement on the Planning Scheme itself. The Bill also contains a reduction in assessment timeframe (from 28 days to 21) for permitted applications.

Subsequent to our submission the Executive Chair of the Taskforce has broadened consultation on the Tasmanian Planning Scheme – meeting with Mayors and General

Managers in each region and providing some hard copy documentation for review. It is anticipated that shortly there will be some fact sheets supplied to elected members.

Despite LGAT's strong case, the Government have pushed through with their intent to reduce assessment timeframes for permitted applications in the Bill that was tabled in Parliament on 22 September. LGAT undertook further consultation about the changes to the Bill ahead of Parliamentary debate commencing mid October, provided advice to the department on residual concerns and provided a written submission to the Legislative Council. A copy of this advice is at **Attachment to Item 3.2**

The overarching message in our submission was that the Local Government sector supports in principle the development of a single planning scheme for the state, provided there is still the ability for councils and communities to be able to respond to local issues of importance.

Our key messages about development assessment timeframes include:

- Permitted developments are not the same as exempt developments and require checking against a range of planning controls to verify it is permitted and decide permit conditions.
- Councils are never dealing with just a single planning application. The 28 days allows planning authorities to work with developers and applicants to address deficiencies, problems, issues or clarification without having to resort to the formality of an additional information request.
- Assessment timeframes in Tasmania are already significantly less than other States and were recently reduced from 42 days to 28 days.
- The Tasmanian Planning Scheme is not yet widely understood and Local Government strongly feels there is a high risk in reducing timeframes before a new system is implemented and tested.
- The experience of Local Government in relation to the interim planning schemes, on which the Tasmanian planning scheme is modelled, is that assessments can be significantly more resource intensive and complex.

It will be important for the Association to continue to advocate around communication and consultation on the proposed changes.

Budget Implications

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

Policy Implications

As per the LGAT submissions.

3.3 VALUATION OF COMPLEX PROPERTIES

Contact Officer - Katrena Stephenson

Burnie City Council/George Town Council

That Members note the following report.

Carried

Background

Through the Premier's Local Government Council, LGAT and the Local Government Division were asked to work with the Valuer-General to address concerns related to rating complex tenancies under a capital value (CV) rating system. It had appeared there was no capacity to rate individual tenants under a CV model.

Following a meeting, the Acting Valuer-General presented at the recent General Manager's workshop and noted that a mechanism for addressing this issue had been identified.

From a valuation perspective capital value is currently determined at the whole of property level – either a title or a group of titles based on the highest and best use of the property. This is because market sales evidence is utilised by valuers to determine a valuation.

This particular point is quite important because a valuer may need to defend the valuation in court, including the methodology and evidence used to arrive at the valuation. So, the issue for the Valuer-General (V-G) is "how can I provide a solution to the dilemma facing councils utilising capital value rating working within the legislative framework of the Valuation of Land Act 2001?".

The V-G has a duty to determine statutory valuations of all lands within a municipality including crown lands that are to be rated. Council rates are based on the values and details on a valuation roll, including any adjustment factors and supplementary valuations that amend the valuation roll.

There is a little used section in the Act which permits lands to be separately valued but this section does not place a positive or mandatory duty on the V-G to separately value the land. However, the decision to separately value (or not) is reviewable by the magistrates court (administrative appeals) division.

If the V-G decides they can practicably determine separate capital values for portions of land, separate entries for each portion of the land will be added to the valuation roll and new notices of valuation issued to the land owners.

The Act then requires that the V-G ensure that the combined totals of the portions are no more than the capital value of the whole title. The land owner is able to object to the new valuations based on one of the seven valid grounds for objection.

An increase in rates is not a ground for objection.

In applying this section, the V-G needs to be satisfied that the land is subject to a different rate or tax and would require a site plan to show the exact location and parameters of each portion being separately rated.

They would also need to be satisfied that the methodology of apportionment would stand scrutiny in court.

The advice therefore was that the V-G can apportion capital value of land but would need to assess any request on its merits.

Budget Impact

Does not apply.

Current Policy

Does not apply.

3.4 PROCUREMENT

Contact Officer - Deborah Leisser

Central Coast Council/Break O'Day Council

- 1. That Members note that the LGAT - National Procurement Network contracts/panels are available for Tasmanian councils to purchase goods through.**
- 2. That Members note that the contracts/panels are negotiated by the Network in council's best interests.**
- 3. That Members note that purchasing through the LGAT - National Procurement Network:**
 - can save councils time and money; and**
 - provides access to an electronic procurement system that is secure and meets audit standards.**
- 4. That Members note that there are far more opportunities for councils to benefit from the Network that is readily available to them, than currently use it.**
- 5. That Members note that the LGAT Contact Officer is available to meet with councils to provide further information.**

Carried

Background

Increasing council access to aggregated purchasing opportunities is a key procurement focus area for LGAT. LGAT is an active partner in the National Procurement Network (NPN) – a not for profit, informal arrangement of Local Government Association procurement areas across Australia. This is currently the main mechanism LGAT uses to provide councils with access to aggregated purchasing opportunities.

The NPN connects procurement services offered by Local Government Associations in States and Territories in Australia to provide national programs where it is beneficial to combine the purchasing power of councils Australia wide. The effect is to deliver savings in time and cost to member councils.

Over recent years the NPN has collaborated on a number of successful contracts that are available to Tasmanian Councils as members of LGAT. Use of these contracts/panels is optional, but there are significant benefits for councils if they use them.

The contracts/panels are:

- Earth Moving and Material Handling Equipment
- Road and Bridge Making equipment
- Trucks
- Small Plant and Machinery
- Mobile Garbage Bins
- Fuel, Oil and Lubricants
- Tyres, Tubes and Batteries
- Telecommunication
- Workwear and Personal Protective Apparel
- Corporate Wardrobe
- Office and Workplace Supplies and Associated Products.

A key issue relates to the take up level of purchase through the National Network. While take up is not poor, there are far more opportunities for councils to benefit from the model that is readily available to them.

There are some contracts/panels that have recently been introduced that have never been accessed by councils in Tasmania (e.g. Mobile Garbage Bins and Tyres, Tubes and Batteries).

There are also some councils that have not purchased any goods or services through the system and it appears difficult to motivate them to use it, even though there are significant benefits and no identifiable disadvantages.

The NPN contracts satisfy the requirements of the Local Government Act in relation to Contracts and Tendering and allow councils to purchase through local suppliers. If councils purchase goods through the NPN they will make significant savings in costs and time. They also have a secure audit trail available to them that meets probity standards.

Savings made through purchasing via the NPN can offset LGAT membership fees. A recent example of a saving under the truck contract – a smaller council spends \$73,000 excluding GST – estimated saving \$11,000 on the original list price of the goods, not including administration savings.

Budget Impact

While the NPN is a not for profit arrangement, a rebate is generated on sales (payable by the manufacturer). In the calendar year 2014 around \$16,000 was returned to LGAT through sales rebates. In the first 2 quarters of 2015 around \$11,000 has been returned.

Current Policy

Aligned with current policy.

3.5 EMPLOYEE ASSISTANCE PROGRAM

Contact Officer - Deborah Leisser

City of Hobart/Central Coast Council

That Members note that LGAT is developing a Statewide Employee Assistance Program for access by Elected Members and council employees.

Carried

Background

This project is in the very early stages of development. The intent is to put together a State wide panel of qualified providers to deliver a quality, cost effective Employee Assistance Program (EAP) for access by elected members and council staff.

The EAP service providers will be selected following a rigorous Request for Quotation process carried out in consultation with councils.

The EAP will provide access to safe, independent and confidential services delivered by experienced counsellors.

Counsellors will help with issues such as:

- Stress and fatigue
- Couple and family issues
- Separation and divorce
- Conflict and harassment
- Addictions
- Anxiety and depression
- Bereavement
- Financial difficulties
- Work and career problems
- Adjustment to organisational change

The EAP service model will be designed so that elected members and council staff can go direct to providers registered on the EAP panel without telling anyone in the Council or workplace that they intend to use the service. Immediate family members may also be able to attend.

Financing and costing will be considered as part of the service model development. However, it is likely that clients of the service will be able to access an initial session or sessions, say up to three, free of charge and then pay a pre negotiated rate for subsequent sessions if they are required. The service provider will bill the responsible employer for the agreed number of free sessions.

It should be acknowledged that some councils already provide access to a well developed EAP and may elect to continue to use their own program. Use of the LGAT negotiated provider panel will be optional.

Details regarding how various programs potentially interact or overlap will be analysed as part of service model development.

Budget Impact

The EAP will be accessed by Elected Members and councils employees on a fee for service basis. A predetermined number of sessions will be made available free of charge to users. Costs for these sessions only will be covered by the employer.

Full budget details are yet to be estimated.

Current Policy

This is a new service that is currently under development.

3.6 LOCAL GOVERNMENT SES FUNDING MODEL

Contact Officer - Georgia Palmer

Circular Head Council/George Town Council

That Members note the following report.

Carried

Background

In July 2015, the Chief Fire Officer Mike Brown approached the LGAT CEO in relation to progressing discussions around future funding models for State Emergency Services (SES) volunteer assets and resources.

Currently, under Division 5 of the Emergency Management Act 2006, councils are responsible for the effective operation of its municipal volunteer SES units, the storage and maintenance of the equipment, the provision of other facilities and resources necessary for those units to perform their functions, including adequate accommodation.

The amount provided by councils to support the SES volunteer units varies depending on capacity and does not necessarily correspond to the risks present within the municipality

There has been general consensus from councils, provided through sectoral submissions to the State in relation to Emergency Management, that resourcing of SES volunteer units should be centralised.

Council's have suggested that one method for doing this may be through an extension to the Fire levy. Such a move would ensure that SES volunteers and resources could be coordinated strategically and allocated in a prioritised manner during an emergency and not constrained by municipal boundaries.

It is noted that this does not necessarily align with feedback we have had previously about Local Government not wanting to collect the Fire Levy.

A move to a centralised model is consistent with the Tasmanian Government's strategic alignment between the Tasmania Fire Service and the State Emergency Services. In 2014 the Government changed the reporting arrangements for the SES from the Secretary, Department of Police and Emergency Management (DPEM) to the Chief Officer, Tasmania Fire Service TFS).

This change has resulted in better alignment of the two emergency management partners.

A centralised model for SES volunteer units under the new TFS/SES structure could allow for significant efficiencies. These may include:

- Servicing and maintenance of vehicle and equipment for both SES and TFS.
- A collaborative purchasing agreements for equipment and resources.
- Integration of headquarters and operational units.

A small working group, chaired by TFS, and involving members from LGAT, TFS, SES and TFS Corporate services has been convened to explore options for the centralisation of SES volunteers services and the funding of these services.

In order to be able to make sound recommendations about future options a number of steps need to be undertaken. In the first instance, it is important to audit the current funding for SES volunteer units, including council cash and in-kind contributions, as well as to get a clear understanding of the value of the capital assets.

Wise Lord and Ferguson Chartered Accountants (WLF) have been provided a verbal brief in relation to the audit and the working group is currently awaiting a scoping document from WLF. Once received the scoping document will be sent to councils for comment.

In parallel to this project, the Parliament has recently announced an Inquiry into the Tasmania Fire Service Budget (the Inquiry). The Inquiry will investigate the impact on the Tasmania Fire Service of the transfer of the SES reporting responsibility to the State Fire Commission and the funding of the SES among other things. It is understood that the inquiry has to report to Government by the end of February 2016.

At this stage, it is not fully understood what impact the Inquiry will have on the Local Government SES volunteer funding project, however, the project will continue to be progressed and the audit will be undertaken. It is likely that the audit will also provide the Inquiry with important information in relation to the real cost of SES volunteer units.

Councils will be consulted as the project progresses and communication about progress will be regularly reported to councils, through the General Management Committee and through General Meetings.

Budget Impact

The budget impact of this project is currently unknown.

Current Policy

Does not apply.

3.7 POLICY UPDATE

Contact Officer - Dion Lester

City of Hobart/Meander Valley Council

That Members note the following report.

Carried

Private Poles

LGAT has circulated a spreadsheet to members containing data supplied by TasNetworks estimating the number of Council owned poles. TasNetworks advised that they have estimated the data, as they do not maintain private pole ownership data.

As a starting point, TasNetworks has assumed that a private pole with a light attached is a council pole. LGAT recommended that members reconcile the information in this spreadsheet with their own data and see if there are any discrepancies. LGAT will shortly be following up with members to try and compile a data set for all councils and discuss any discrepancies with TasNetworks.

In regards to the future of pole auditing, at this point in time TasNetworks is undertaking the work as ordered by the Minister (Groom and Gutwein), until the Minister advises otherwise. Private Pole auditing is currently a cost that TasNetworks is unable to recover, as costs that are identifiable to particular customers can no longer be "smeared" across the general tariff and paid for by all. Therefore, TasNetworks are keen for the situation to be resolved, although it remains the decision of their major shareholder ie. the Minister at the moment.

Any change to this situation will require a transitional approach and TasNetworks cannot just pull out of undertaking the service. TasNetworks recently advised there was a Minute with the Minister's office identifying a number of potential models for the future of pole auditing.

Once a decision is made, a working group will be formed - most likely by State Government, and will include TasNetworks and LGAT.

Planning for Healthy Communities Project

LGAT secured \$80,000 funding under the Tasmanian Medicare Local (now Primary Health Tasmania) Social Determinants of Health Capacity Building Fund to raise awareness and build Local Government capacity in regards to the social determinants of health.

LGAT ran two well attended forums (Brighton and Ulverstone) in May/June 2015 covering a range of topics relating to the social determinants of health and Local Government planning as well as a pre-conference workshop focusing on food security and regional food economies.

In addition, LGAT ran a small grants program allocating five \$5,000 grants to the successful applicants: Glenorchy City Council, Central Coast Council, Central Highlands Council, Kingborough Council and Circular Head Council. An evaluation of the project was recently completed. If anyone would like a copy of the report please contact Kate.Hiscock@lgat.tas.gov.au.

Joint Select Committee on Preventative Health

LGAT made a submission to the Tasmanian Joint Select Committee on Preventative Health held in May/June 2015. The Terms of Reference of the Committee were:

- The current impact of inequalities in the major social determinants of health on the health outcomes, including mental health outcomes, of Tasmanians and the capacity for health and community services to meet the needs of populations adversely affected by the social determinants of health;
- The challenges to, and benefits of, the provision of an integrated and collaborative preventive health care model which focuses on the prevention and early detection of, and intervention for, chronic disease;
- Structural and economic reforms that may be required to promote and facilitate the integration of a preventive approach to health and wellbeing, including the consideration of funding models; and
- The extent to which experience and expertise in the social determinants of health is appropriately represented on whole of government committees or advisory groups; and
- The level of government and other funding provided for research into the social determinants of health.

Key points of the LGAT submissions included:

- As well as the broadly-stated power in section 20 (1) of the Local Government Act 1993, to “provide for the health, safety and welfare of the community”, councils have significant statutory and regulatory responsibilities in areas which impact on health. These include building and plumbing control, waste removal, immunisation programs, communicable disease control and environmental health activities such as food safety and air quality.
- How councils exercise their responsibilities in relation to strategic planning and land use planning also has an impact on positive health outcomes.
- In terms of the more ‘discretionary’ aspect of the role of councils, there is considerable variance in the level of involvement of councils and the type of services and activities they deliver, in the area of preventative health care.

A key project referenced in the submission was the Role of Local Government Project. This project is a collaborative project between the Tasmanian Government and Local Government which was established by the Premier’s Local Government Council in 2012.

The Role of Local Government Project asks three questions:

- What are Local Government’s roles and what should it be delivering to its communities?
- Where are the blockages and capability gaps which impeded councils being able to deliver these roles?
- How do we work together to remove blockages and address the gaps?

The full submission can be found on the LGAT Website at:

<http://www.lgat.tas.gov.au/page.aspx?u=349>

Financial Assistance Grants Campaign

As members will be aware the 2015-16 Budget year has seen a continuation of the freeze on indexation announced in the 2014-15 Budget.

The Australian Local Government Association (ALGA) has estimated that the impact of this freeze was estimated last year to be \$925 million in lost FAGs until 2017-18. In 2017-18, indexation is projected to be re-instated, by which time the annual funding base is estimated to be thirteen per cent lower than it should have been without the impact of the freeze.

ALGA has developed documentation to support a soft 'Financial Assistance Grants Campaign' and to this end have provided State Associations with useful information and common messaging for distribution to councils to assist in telling the 'story' of Financial Assistance Grants to their local communities, and to lobby their local Federal Members.

The objectives of the campaign specifically targeted through the messaging are:

- To end the pause in the Indexation of Local Government Financial Assistance Grants; and
- To maintain the direct funding relationship between the Commonwealth and Local Government.

The LGAT will be providing council Communications and Media departments with campaign 'packs' in October.

Heavy Vehicle Local Road Access

The Association continues to work closely with councils and the State Government to deliver a \$1.7 Million State funded project designed to assist councils to develop and implement a series of heavy vehicle access networks across the Tasmanian Road Network (focussing on local roads). The Project's target outcome is the facilitation of efficient, reliable road access for certain classes of heavy vehicles; specifically, 'Class One' vehicles - which include 'special purpose vehicles' e.g. cranes, and 'Over Size Over Mass' (OSOM) vehicles e.g. trucks that must carry large, indivisible loads.

Significant infrastructure components of the Tasmanian road network are bridges and culverts. Many of these assets were not designed to carry the masses presented by today's OSOM vehicle fleet. With the average age of the State's local roads and bridges continuing to increase and the amount of freight and 'Over Mass' vehicle movements also increasing, the risk to infrastructure has become more acute.

The challenge for the State and Local Governments has been to develop a system that mitigates the significant infrastructure risk to both State and local road networks, but also facilitates vital transport activity across Tasmania and minimises the administrative burden to both heavy vehicle operators and council road managers.

This project forms part of a broader suite of activities being undertaken at the both the Local and State level in response to the introduction of the Heavy Vehicle National Law (HVNL) and the National Heavy Vehicle Regulator (NHVR), of which members have been apprised in previous General Meeting Agendas.

The work being undertaken jointly between Tasmanian Local and State Governments to date has been noted among other State jurisdictions and at the national level as a 'best practice' example of the benefits of collaboration between levels of government to address the issue of access for the heavy vehicle fleet. It is anticipated that the bulk of the network development task will be completed by the end of December.

A significant benefit anticipated to flow from the work and consultation undertaken as part of the Project will be a better understanding of council assets and an increased capacity to manage these assets into the future.

Infrastructure and Asset Management Forum for Council Practitioners

LGAT is partnering with the Local Government Managers' Association (LGMA) and the Institute for Public Works and Engineering Australasia (IPWEA) to deliver a two day forum on 12-13 November in Launceston, covering off on Asset Management, Financial Sustainability and Infrastructure. The forum will target council practitioners in particular and provide a broad range of presentations focussing on integration and cross-disciplinary approaches to the abovementioned topics.

Budget Impact

Does not apply.

Current Policy

Does not apply.

3.8 2016 ANNUAL CONFERENCE

Contact Officer - Stephanie Watson

Devonport City Council/Kingborough Council

That Members note the following report.

Carried

Background

The 104th LGAT Annual Conference will be held at the C3 Convention Centre in South Hobart, from 20-22 July 2016.

On 20 July, a special cocktail function will be hosted for delegates at Government House by Her Excellency, the Hon Kate Warner, Governor of Tasmania.

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

A block booking of rooms is being held at Wrest Point for delegates who wish to stay overnight. When making a reservation, please quote block booking no "722893".

Budget Implications

Full conference registration will cost \$795 (incl GST).

The continuation of the Bass Strait Subsidy for King Island and Flinders Island Councils will be subject to a review at the end of 2015 and councils will be advised of the outcome.

3.9 PROFESSIONAL DEVELOPMENT PROGRAM

Kingborough Council/Tasman Council

That Members note the following report.

Carried

Elected Members' Professional Development Weekend

Elected members are encouraged to attend the Elected Members' Professional Development Weekend being held from 20-21 February 2016 in the Boardwalk Gallery at Wrest Point, Hobart.

Whilst all the speakers have yet to be finalised, confirmed workshop topics include 'Developing High Performance Councillor Teams', 'Community Engagement Skills for Councillors' and 'Communicating with Confidence'.

A block booking of rooms is being held until Wednesday, 20 January at Wrest Point. When making a reservation, please quote booking ref no "774672".

Elected members will be posted a copy of the Program and Registration Form before the year's end.

Planning Course

An expression of interest was sent to all councils to gauge interest in attending an Elected Member Planning Course. Given the cost in running this course is higher due to the need to engage a provider qualified in the planning area, an indication of attendance allows us to determine if holding the course is viable.

Approximately 20 Elected Members indicated they are interested in attending the course and a session has been scheduled for Saturday 28 November, 2015, registration forms have been issued.

Budget Implications

The continuation of the Bass Strait Subsidy for King Island and Flinders Island Councils will be subject to a review at the end of 2015 and the councils will be promptly advised of the outcome.

4. ITEMS FOR DISCUSSION

4.1 SUPERANNUATION FOR ELECTED MEMBERS Council - City of Hobart

From time to time the matter of superannuation for Alderman/Councillors is raised.

At the time of writing, LGAT was seeking updated advice through Quadrant Super, but believes the following applies:

- If councils resolve unanimously to be an 'eligible local governing body' (under section 12-45(1)(E) of Schedule 1 of the Taxation Administration Act 1953) then under the Taxation Administration Act, councillors are regarded as employees and superannuation guarantee contributions must be paid (9.5%).
- If they don't make that resolution it is up to the council to decide whether it will make super contributions for a councillor.
- Additionally councillors may enter agreements with councils to sacrifice their remuneration into super so they are treated as employer contributions and taxed at 15% (based on ATO advice from 13/8/07). That is, the allowances are not treated as income for the purposes of the Income Tax Assessment Act 1997.
- However, the choice of fund rules do not apply with such agreements and Council can disagree with the choice of fund. The arrangements are purely voluntary.
- Councillors are encouraged to seek professional advice based on their individual circumstances.

As a side note, the quantum of allowances for elected Members is independently reviewed on a four year basis. The last review however was in 2008 with PLGC determining, in consultation with Councils, in both 2011 and 2014, that a review was unwarranted because little had changed in terms of roles and responsibilities.

Allowances are indexed in line with the wages price indexation.

It was determined that LGAT would table a paper on the review of allowances and entitlements at the next General Meeting.

4.2 LIMIT ON ELECTION EXPENDITURE

Council - City of Hobart

It is suggested that expenditure on Local Government elections be limited to one thousand dollars.

Under the Local Government General Regulations 22(5):

The total expenditure for the purchase of advertising time or space by or on behalf of a candidate must not –

- (a) in respect of a single election, exceed a total amount of \$5000; and
- (b) in respect of an election for a councillor and an election for a mayor or deputy mayor, exceed a total amount of \$8000.

LGAT has had no previous motions on this matter.

Related matters include:

At the July 2015 General Meeting the following motion was carried:

The Local Government Association of Tasmania urge the State Government to support the expansion of the Local Government Act and Regulations to require candidates to disclose political donations.

In July 2012 the following motion was carried.

That the Local Government Association of Tasmania request that the Federal Government:

- *Review the current maximum thresholds set for Local Government candidate election expenses which it recognises as a legitimate deduction for income taxation purposes; and further,*
- *Consider the introduction of a suitable indexation mechanism to enable currency of the revised threshold to be maintained.*

This matter is currently being pursued by the Australian Local Government Association.

It was agreed that the current expenditure limits on advertising and campaigning for Local Government Elections were unrealistic, they do not take into account localities, populations, urban/rural areas etc and that an item would be tabled at the next General Meeting.

4.3 COUNCIL v TASWATER*

Council: Glenorchy City

This Item was Withdrawn

Glenorchy City Council v TasWater - Responsibility to enforce rectification of defective water and sewerage works on private land. – S56Y of the Water and Sewerage Industry Act 2008.

Background

Proclamation of the Water and Sewerage Industry Act 2008 (WSIA) effectively divested all power and responsibilities council's had concerning the service of notices to require a land owner to repair or carry out maintenance on any water or sewerage works (eg broken or leaking sewer pipes, leaking water mains etc) on private land.

Suggestions by TasWater that councils are still required to regulate this under either the Building Act 2000 or the nuisance provisions of the Local Government Act 1993 are incorrect. These do not have appropriate mechanisms to deal with these matters whereas S56Y of the WSIA specifically provides a head of power for a regulated entity (TasWater) to do this.

TasWater maintains a position that this is not their responsibility and refuses to deal with these matters.

A letter sent from Council to Southern Water regarding Interpretation of Section 56Y of the *Water & Sewerage Industry Act 2008* is at **Attachment to Item 4.3**.

5. OTHER BUSINESS & CLOSE

Councillor Sharyn Von Bertouch encouraged Members to consider membership of the Australian Coastal Councils Association.

There being no further discussion, the President thanked Brighton Council for hosting the meeting, thanked Members for their contributions and declared the Meeting closed at 2.35pm.

Corporate

Customer Service Charter

February 2016



PO Box 220 / DX 70506
19 King Edward Street
Ulverstone Tasmania 7315
Tel 03 6429 8900
Fax 03 6425 1224
admin@centralcoast.tas.gov.au
www.centralcoast.tas.gov.au

Table of Contents

1	PURPOSE	1
2	GENERAL PRINCIPLES	1
2.1	Honesty and Integrity	1
2.2	Professionalism	1
2.3	Privacy	1
3	CONTACT THE COUNCIL.....	2
3.1	In Person	2
3.2	By Phone	2
3.3	By Email	2
3.4	In Writing	2
3.5	Councillors	2
3.6	Service Request	2
4	COMPLAINTS	3
5	LEGISLATION AND INTERNAL DOCUMENTS.....	4
6	SERVICE STANDARDS.....	4
6.1	Contact by telephone	4
6.2	Contact in writing	4
6.3	Service Requests	5
6.4	Complaints	5

1 PURPOSE

This Customer Service Charter specifies the Central Coast Council's customer service commitment and principles relating to the services it provides.

2 GENERAL PRINCIPLES

2.1 Honesty and Integrity

- (a) We will treat you with respect and be courteous at all times;
- (b) We will be honest and transparent in all dealings with you; and
- (c) We will be consistent and impartial in administering our statutory and regulatory functions.

2.2 Professionalism

- (a) We will always be polite, listen to your enquiry and respond in a professional manner;
- (b) We will endeavour to correct things promptly when they have gone wrong;
- (c) We will provide you with straightforward information and try to provide you with an alternative avenue if we are unable to help with your request; and
- (d) We will respond to all enquiries within the timeframe set out in this document.
- (e) We expect that our customers treat fellow customers, Council staff and Councillors with respect and courtesy. Anti-social behaviour including offensive or abusive language, and/or harassing or threatening behaviours, will not be tolerated. Any Councillor or Council staff have the right to ask a customer to leave or cease a conversation, if the customer's actions breach this code of behaviour.

2.3 Privacy

- (a) We will respect our customers' privacy and handle personal and confidential information in accordance with the *Personal Information Protection Act 2004*; and
- (b) We will only access confidential information for authorised work-related tasks.

3 CONTACT THE COUNCIL

3.1 In Person

- (a) The Council's Administration Centre at 19 King Edward Street, Ulverstone is open Monday to Friday from 8.00am – 4.30pm (closed on Public Holidays), Cashier available from 8.30am; and
- (b) The Penguin Service Centre at 78 Main Road, Penguin is open Wednesday to Friday from 9.30am – 12.30pm and 1.30pm – 3.30pm AEST and 9.00am – 12.30pm and 1.30pm – 4.00pm AEDT (closed on Public Holidays).

3.2 By Phone

- (a) Telephone number: (03) 6429 8900
- (b) The Council's Switchboard is operational Monday to Friday from 8.00am – 4.30pm (closed on Public Holidays), a recorded message function is available after hours that includes an after hours emergency contact number.

3.3 By Email

Email address: admin@centralcoast.tas.gov.au

3.4 In Writing

You may write to:

The General Manager
Central Coast Council
PO Box 220
ULVERSTONE TAS 7315

3.5 Councillors

Contact details for the Mayor and Councillors can be found on the Council's website: [Councillors](#)

3.6 Service Request

A service request may be lodged as an appeal for assistance to inspect, remove, replace, repair or reinstate Council infrastructure which may be damaged, missing or not operating. It can also be a request for a Council service or an appeal for action to be taken in respect of a nuisance, including stray or barking dogs.

To make a Service Request, please use one of the following options:

- (a) Complete an online Service Request on the Council's website: [Online Service Request](#);
- (b) Complete a Service Request form, these forms are available from the Administration or Service Centres; or
- (c) Telephone (03) 6429 8900.

4 COMPLAINTS

A complaint may be lodged as an expression of dissatisfaction, made to the Council in relation to its services, where a response or resolution is expected. Unsatisfactory conduct of an Officer(s) or failure to comply with the Service Standards will be treated as a complaint.

All complaints will be treated with seriousness, however if the complaint is found to be malicious, or is a repeated complaint to which a response has previously been given, the Council will take no further action. The customer will be informed of this decision in writing by the General Manager.

To make an official complaint, please write to the relevant party and ensure the following details are included:

- (a) Your full name, address and telephone number, anonymous complaints may be accepted where there is a potential risk to persons or property; and
- (b) Sufficient details for the complaint to be actioned.

If a Council Officer, Group Leader or Director is unable to resolve your complaint, or if you are not satisfied with the suggested resolution, you may choose to escalate your complaint to the General Manager. In this case, please forward your original complaint and related information to:

The General Manager
Central Coast Council
PO Box 220
ULVERSTONE TAS 7315

If you are dissatisfied with the Council's attempt to address your complaint, you may contact the Mayor or escalate your complaint further by contacting:

- (a) The Ombudsman
GPO Box 960
HOBART TAS 7001
Phone: 1800 001 170
Email: ombudsman@ombudsman.tas.gov.au

- (b) The Director
 Local Government Division
 Department of Premier and Cabinet
 GPO Box 123
 HOBART TAS 7001
 Phone: 03 6232 7022
 Email: lgd@dpac.tas.gov.au

While you can refer your complaint directly to these bodies at any time, we strongly encourage you to approach the Council to investigate your complaint first.

Where a customer makes a complaint that the Council, a Councillor or the General Manager has failed to comply with the *Local Government Act 1993* or any other Act or may have committed an offence under that Act, the customer may, where they are not satisfied with the response, lodge the complaint with the Director of Local Government in accordance with Section 339E of the Act.

5 LEGISLATION AND INTERNAL DOCUMENTS

Related legislation and internal documents include:

- (a) *Local Government Act 1993*
- (b) *Personal Information and Protection Act 2004*
- (c) *Right to Information Act 2009*
- (d) *Central Coast Council Communications and Engagement Policy 2016.*

6 SERVICE STANDARDS

6.1 Contact by telephone

- (a) Our staff will answer telephone enquiries promptly and courteously;
- (b) We aim to answer all questions at the first point of contact; and
- (c) If specialist attention is needed and the person required is available they will answer the call. Where the person required is not available, the call will be returned within one working day.

6.2 Contact in writing

- (a) We aim to acknowledge both written and electronic communication within three working days of receiving it and respond to the communication within 10 working days;
- (b) If we cannot respond within the set timeframes we will make contact to explain the reason for the delay and when a full reply can be expected;
- (c) We will use language that is clear and concise.

6.3 Service Requests

- (a) Where a service request is urgent and the matter places the safety of the community at a high risk, the matter will be dealt with immediately;
- (b) Where the matter is urgent and there is little risk to the safety of the community, the matter will be responded to within 24 hours;
- (c) Routine service requests will be dealt with according to the policies and procedures of the Council and guidelines as required by legislation.

6.4 Complaints

If you are dissatisfied or have concerns about the services, decisions or actions of the Council we would like to hear about it:

- (a) We will acknowledge receipt of your telephone complaint within one working day and resolve or respond to your complaint within 10 working days;
- (b) If we are unable to resolve your complaint within 10 working days we will contact you to explain why and advise the timeframe in which we will be able to resolve it;
- (c) If you are not satisfied that your complaint has been adequately resolved you can request a review against the complaint resolution process. The complaint will be escalated to the General Manager who will then undertake an investigation of the issue and make a determination on the matter; and
- (d) We will ensure all of our correspondence includes the name and contact details of the Officer dealing with the matter.

The *Local Government Act 1993* requires that the General Manager provide the Council with a report at least once a year detailing the number and the nature of the complaints received. Complaints received are reported in the Annual Report of the Council.

Central Coast Council

List of Development Applications Determined

Period From: 01-Jan-2016 To 31-Jan-2016

Application Number	Property Address	Development Application Type	Description of Proposed Use	Application Date	Decision Date	Day Determined
DA214211	135 Preston Road Gawler 7315	Discretionary Development Application	Residential (two lot subdivision)	18-May-2015	22-Jan-2016	40
DA215041	706 Preston Road North Motton 7315	Discretionary Development Application	Residential (extension to dwelling)	26-Aug-2015	22-Jan-2016	36
DA215070	140 Gees Road Cuprona 7316	Discretionary Development Application	Subdivision (house excision and consolidation)	06-Oct-2015	27-Jan-2016	30
DA215036	94 South Road Ulverstone 7315	Discretionary Development Application	Signage (free standing illuminated sign)	28-Oct-2015	05-Jan-2016	31
DA211173-1	15 Short Street Leith 7315	Permitted Development Application	Four lot subdivision	20-Nov-2015	13-Jan-2016	53
DA215103	2 William Street Ulverstone 7315	Discretionary Development Application	Residential (deck)	07-Dec-2015	11-Jan-2016	29
DA215092	4 Alexandra Road Ulverstone 7315	Discretionary Development Application	Community meeting and entertainment (driveway and parking)	16-Dec-2015	20-Jan-2016	28
DA215117	38 Leven Street Ulverstone 7315	Permitted Development Application	Educational and occasional care (storage shed)	18-Dec-2015	27-Jan-2016	21
DA215107	199 Picketts Road Gawler 7315	Permitted Development Application	Resource development	21-Dec-2015	21-Jan-2016	18
DA215113	15 Bayvista Crescent Sulphur Creek 7316	Discretionary Development Application	Residential (outbuilding - shed) - development within 30m of Sulphur Creek	21-Dec-2015	19-Jan-2016	28
DA214168-1	3 Levenview Court Ulverstone 7315	Discretionary Development Application	Residential (dwelling) and outbuilding (shed)	04-Jan-2016	27-Jan-2016	3
DA215110	2 Leven Street Ulverstone 7315	Permitted Development Application	Educational and occasional care	04-Jan-2016	13-Jan-2016	8
DA215109	3 Bladen Lee Crescent Ulverstone 7315	Permitted Development Application	Residential (Outbuilding)	11-Jan-2016	14-Jan-2016	3

Application Number	Property Address	Development Application Type	Description of Proposed Use	Application Date	Decision Date	Day Determined
DA213089-1	84 Olivers Road West Ulverstone 7315	Permitted Development Application	Utilities - telecommunications facility comprising 25m monopole and associated equipment	12-Jan-2016	21-Jan-2016	6

**SCHEDULE OF STATUTORY DETERMINATIONS
MADE UNDER DELEGATION**

Period: 1 January 2016 to 31 January 2016

Building Approvals – 17

<i>Type</i>	<i>No.</i>	<i>Total Value (\$)</i>
Dwellings	12	3,720,000
Flats/Units	0	0
Additions/Alterations	4	120,300
Outbuildings	1	18,000
Other	0	0
The estimated cost of building works totalled		\$3,858,300

Minor Works Applications – 1

Plumbing Permits – 16

Food Business registrations (renewals) – 14

Food Business registrations – 1

Public Health Risk Activity Operator Licences – 5

Temporary Food Business registrations – 5

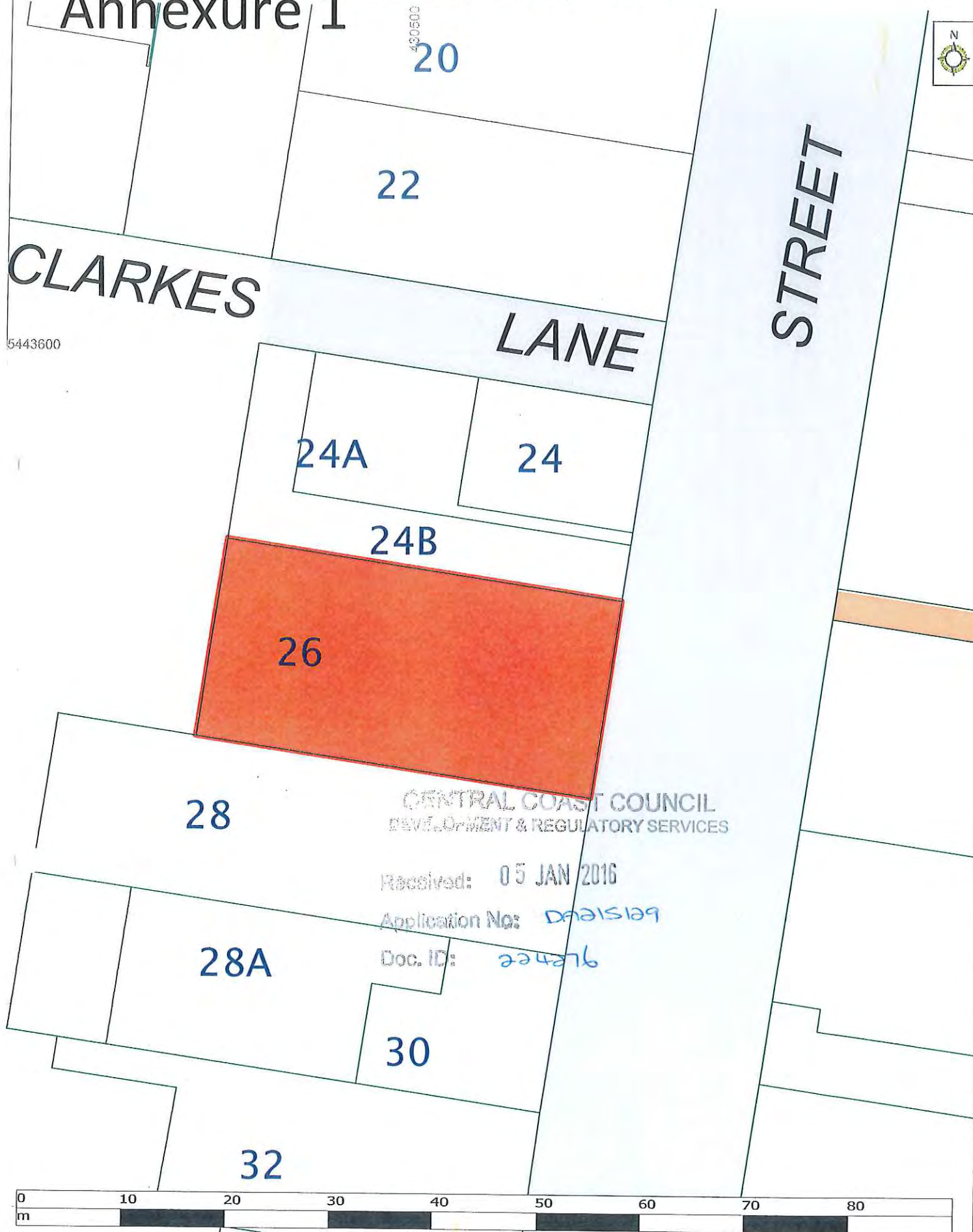
Abatement notices issued –

<i>Address</i>	<i>Property ID</i>
13 Barker Street, Ulverstone	100100.0080
1 Phoenix Court, Ulverstone	101343.0020
2 Phoenix Court, Ulverstone	101343.0040
3 Phoenix Court, Ulverstone	101343.0060
4 Phoenix Court, Ulverstone	101343.0080
5 Phoenix Court, Ulverstone	101343.0100
7 Phoenix Court, Ulverstone	101343.0140
109 Penguin Road, West Ulverstone	101340.0870
57 Von Bibras Road, Ulverstone	505750.0120
33-35 Boyes Street, Turners Beach	202010.0340
953 Gunns Plains Road, Gunns Plains	504740.0340
Martin Road, Forth	505115.0040



Cor Vander Vlist
DIRECTOR COMMUNITY SERVICES

Annexure 1



DA215129

DEVELOPMENT APPLICATION

Sections 57 & 58

Application Number	DA215129
--------------------	----------

APPLICANT DETAILS

Applicant Name	Muri Pty Ltd			
Postal Address	185 Upper Maud Street WEST ULVERSTONE TAS 7315			
Phone(B)	Phone(H)	Mobile	0402 134 552	Fax

OWNER DETAILS

Owner/Authority Name	Muri Pty Ltd
Address	185 Upper Maud Street WEST ULVERSTONE TAS 7315

DEVELOPMENT APPLICATION DETAILS

Property Address	26 King Edward Street Ulverstone 7315
Title Reference	226280/1
Zone(s)	General Business [Central Coast Interim Planning Scheme 2013]

Note: Council requires a survey plan or certificate of title to clarify the property description

Present Use	Vacant Land
Proposal (intended use)	Business and professional services ; Food services ; General retail and hire
Development Type	Discretionary Permit Area >250m2
Estimated Value of Development	\$ 700,000.00

Building Application	No
Are all Documents Attached? (Refer to Application Checklist)	5 document(s) Not submitted (Refer Checklist)

Existing Floor Area	Area: 730.00 m2
New or Additional Floor Area	Area: m2

CENTRAL COAST COUNCIL
PLANNING & REGULATORY SERVICES

Received: 65 JAN 2016

Application No: DA215129

Doc ID: 224275

NON-RESIDENTIAL DEVELOPMENT/USE

Hours of Operation	Monday/Friday	7.30 am	to	6.30pm
	Saturday	7.30 am	to	6.30pm
	Sunday	7.30am	to	6.30pm

Number of Car Parking (Existing)	0	Number of Employees (Existing)	—
Number of Car Parking (Additional)	11	Number of Employees (Additional)	TBA

Type of Machinery Installed	
Details of Trade Waste and Method of Disposal	Trade Waste Review.

APPLICANT DECLARATION

YOUR DECLARATION - To be completed by all applicants.

I apply for consent to carry out the development described in this application. I declare that all the information given is true and correct. I also understand that:

if incomplete, the application may be delayed or rejected.

more information may be requested within 21 days of lodgement.

PUBLIC ACCESS TO DISCRETIONARY PLANNING DOCUMENTS

I, the undersigned understand that during the 14-day public display period, all documentation included with this planning application will be made available for inspection by the public and upon request and following payment of a prescribed fee, copies of submitted documentation, with the exception of plans which will be made available for display only, will be provided to members of the public.

OWNERS NOTIFICATION

I declare that I have notified the owner of the intention to make of this application.

If the land is subject to a mining lease, or is owned by the Crown or Council, the written consent of the Owner must be submitted with the application in accordance with s.52 of the Act.

In the course of inspections and investigations relating to this application, it may be necessary for Council officers to enter upon the land which is subject to this application. Accordingly, permission is hereby granted for entry for that purpose provided reasonable attempts are made on site to inform any resident or occupant on the property at that time.

Applicant: Name (Print): Signed: Date:

Lyndon Walsh  5-Jan-16

CENTRAL COAST COUNCIL
REGULATORY SERVICES

05 JAN 2016

Application No:



7 January 2016

DA215129 - 26 KING EDWARD STREET, ULVERSTONE

BUSINESS AND PROFESSIONAL SERVICES (OFFICE) & FOOD SERVICES (CAFÉ) &
GENERAL RETAIL AND HIRE (SHOP)

I, Sandra Ayton, General Manager of Central Coast Council, under Section 52 of the *Land Use Planning and Approvals Act 1993*, hereby give my permission for the lodgement of a planning application for vehicular access to the property at 26 King Edward Street, Ulverstone from the adjoining Council owned car park at Clarkes and Car Park Lanes, Ulverstone.

Sandra Ayton
GENERAL MANAGER

CENTRAL COAST COUNCIL
DEVELOPMENT & REGULATORY SERVICES

Received: 07 JAN 2016

Application No: DA215129

Doc. ID: 224494

SEARCH OF TORRENS TITLE

VOLUME 226280	FOLIO 1
EDITION 6	DATE OF ISSUE 30-Sep-2015

SEARCH DATE : 05-Jan-2016

SEARCH TIME : 11.39 AM

DESCRIPTION OF LAND

Town of ULVERSTONE

Lot 1 on Plan 226280

Derivation : Part of Lot 8 (Section D.) Gtd. to J.M. Dooley

Prior CT 2920/59

LAND COUNCIL
REGULATORY SERVICES

Received: 05 JAN 2016

Application No: DA215129

Doc. ID: 224275

SCHEDULE 1

M537287 TRANSFER to MURI PTY LTD Registered 30-Sep-2015 at
12.01 PM

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

ORIGINAL - NOT TO BE REMOVED FROM TITLES OFFICE

R.P. 1459
TASMANIA
REAL PROPERTY ACT, 1862, as amended



CERTIFICATE OF TITLE

Register Book

Vol. Fol.

2920 59

Received: 05 JAN 2016

I certify that the person described in the First Schedule is the registered proprietor of an estate in fee simple in the land within described together with such interests and subject to such encumbrances and interests as are shown in the Second Schedule. In witness whereof I have hereunto signed my name and affixed my seal.

M. H. Lincoln

Recorder of Titles.

DESCRIPTION OF LAND



TOWN OF ULVERSTONE
TWENTY EIGHT PERCHES AND SEVEN TENTHS OF A PERCH on the Plan
hereon

FIRST SCHEDULE (continued overleaf)

SELINA ISABEL JOHNSTON of Ulverstone, Widow

SECOND SCHEDULE (continued overleaf)
NIL

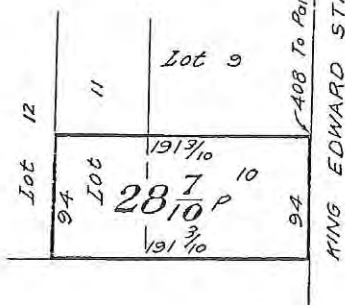
TITLES ARE NO LONGER SUBSISTING.

Lot 1 of this plan consists of all the land comprised in the above-mentioned cancelled folio of the Register

NOTELLED UNDEF

REGISTERED NUMBER

226280



Part of Lot 8 Sec. D. Gtd. to J.M. Dooley Meas. in Links. 5/15 T.N.

FIRST Edition. Registered

Derived from C.T. Vol. 2797 Fol. 52. Transfer A246275-S.I. Johnston X

26 King Edward Street, Ulverstone



STREET

CLARKES

LANE

5443600

430500
20

22

24A

24

24B

26

28

CENTRAL COAST COUNCIL
DEVELOPMENT & REGULATORY SERVICES

Received: 05 JAN 2016

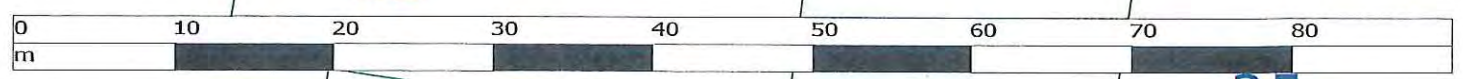
Application No: DA215129

Doc. ID: 22476

28A

30

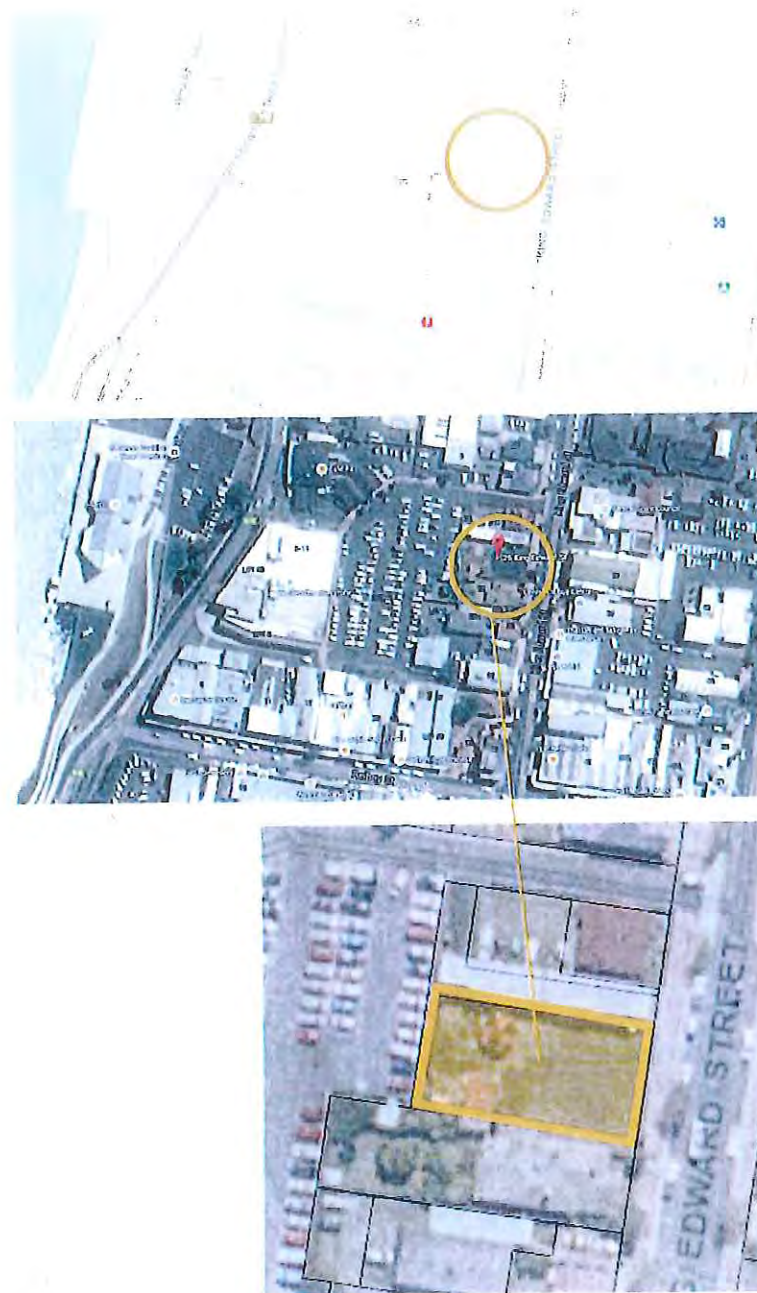
32



DA215129

Drawing Schedule

1548_ A000	Coversheet and Drawing Schedule
1548_ A101	Site Plan
1548_ A201	Ground Floor Plan
1548_ A202	Proposed Level 1
1548_ A301	Street Elevation
1548_ A401	Sections



Site Location Plan - 26 King Edward Street, Ulverstone

D.E.L.C Office Development

26 King Edward Street, Ulverstone
Discovery Early Learning Centres

23 December 2015

Planning Application

ULVERSTONE COUNCIL
DEVELOPMENT & REGULATORY SERVICES

Received: 05 JAN 2016

Application No: DA215129

Doc Ref: 224276




1st Floor, 125 Collins Street
Hobart Tasmania 7000

t: 03 6224 9370
e: admin@xsquaredarchitects.com.au

www.xsquaredarchitects.com.au



E					<div>SCALE 1: 200 (A3)</div> <div><div>0246810</div><div>Metres</div></div>	<div>SURVEYOR</div> <div>NC / ML</div> <div>16267</div>	<div>GEOCIVIL</div> <div>16267</div>	<div>DETAIL SURVEY</div> <div>26 KING EDWARD STREET (CT.226280/1)</div> <div>ULVERSTONE</div> <div>FOR DISCOVERY EARLY LEARNING CENTRES</div>	<div> PDA Surveyors Surveying, Engineering & Planning</div> <div>6 Queen Street Burnie, Tasmania, 7320 www.pda.com.au Also at: Hobart, Launceston & Kingston</div> <div>ABN 71 217 868 325</div> <div>PHONE: +61 03 6431 4400 FAX: +61 03 6431 6653 EMAIL: pda.bne@pda.com.au</div>	<div>SCALE</div> <div>PAPER</div>
D						<div>DRAWN</div> <div>JM</div>	<div>CHECKED</div> <div>JM</div>			<div>1: 200</div> <div>(A3)</div>
C						<div>DATE</div> <div>12 AUGUST 2015</div>	<div>JOB NUMBER</div> <div>DRAWING</div>			
B										
A										
REV	AMENDMENTS	DRAWN	DATE	APPR.						

PLANNING APPLICATION

REVISIONS

BRANDING
Site Plan

PROJECT TITLE
D.E.L.C Office Development

PRINCIPAL
Discovery Early Learning Centres

PROJECT ADDRESS
26 King Edward Street,
Ulverstone

ISS NUMBER
1548

DATE
23 December 2015

SCALE @ A3
1 : 200

DRAWN
KM

CHECKED
JB

A101



1st Floor, 125 Collins Street
Melbourne, Victoria 3000
t: 03 6224 9370
e: admin@xsquaredarchitects.com.au

www.xsquaredarchitects.com.au

Existing Neighbouring Building

Existing Neighbouring Building

Proposed New Building

Existing Neighbouring Building

EXISTING CARPARK
(Layout shown is indicative only)

New retaining wall to perimeter of new carpark, approx 600mm high

New carparking in accordance with AS2890.1 / 6

New Staff Parking
Asphalt or similar sealed surface. Grade carpark to fall away from new building and to new stormwater outlets
up max 1:33

Access through existing carpark

Allow to regrade levels in this area to form new access to staff parking
Max grade 1:8

overhanging awnings and entry canopy

existing footpath crossover. Reinstate to match existing

regrade existing footpath as required to suit new building entry points

overhanging awning

existing tree to remain

new on-site planting

property boundary

KING EDWARD STREET

1 Site
1 : 200

DESIGNED BY X SQUARED ARCHITECTS
DEVELOPMENT & CONSULTANCY SERVICES

DATE 17 JAN 2016

PROJECT DA215129

PLAN 224276



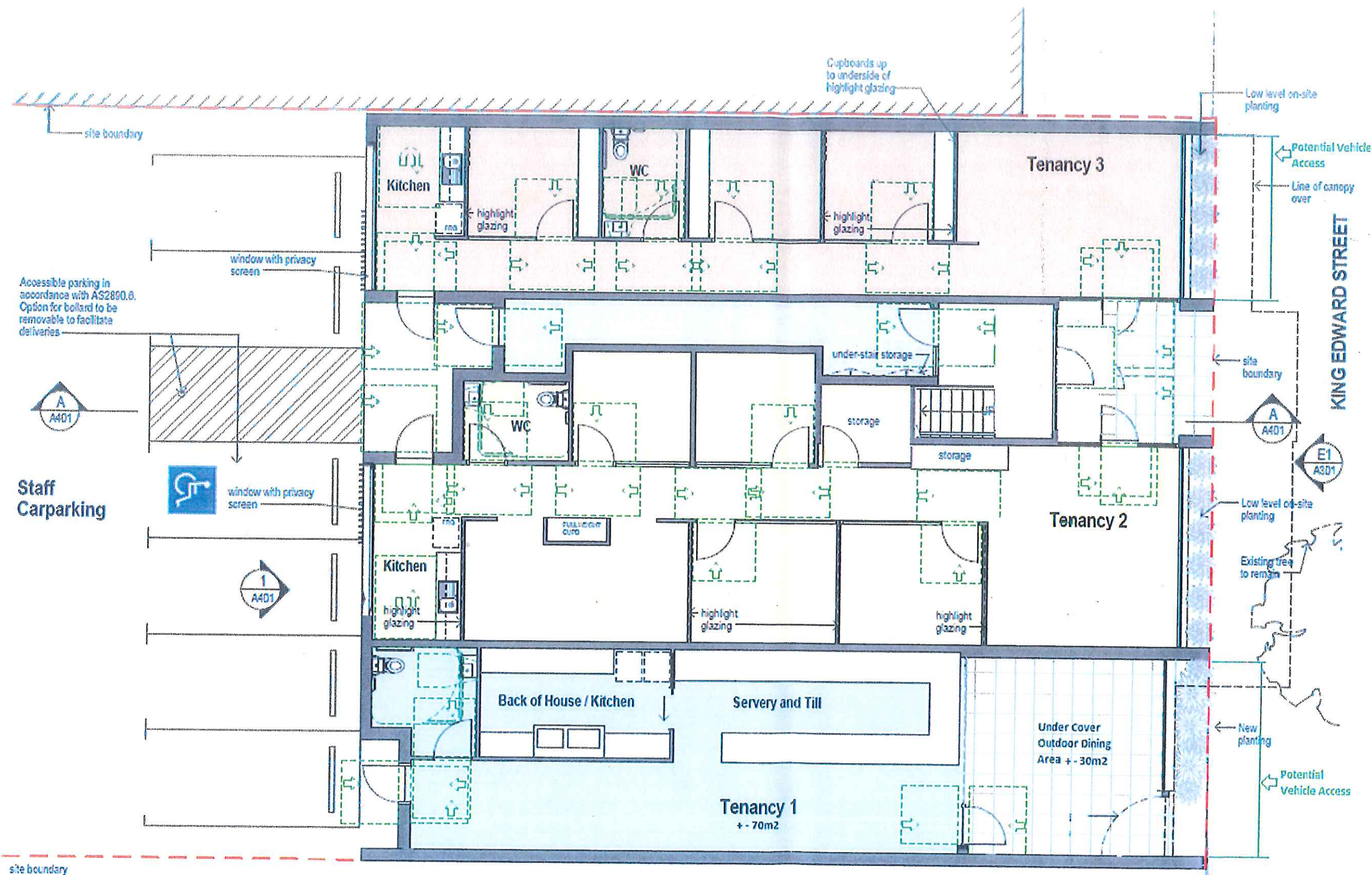
PLANNING APPLICATION

PROJECT TITLE	Ground Floor Plan
PROJECT TITLE	D.E.L.C Office Development
PRINCIPAL	Discovery Early Learning Centres
PROJECT ADDRESS	26 King Edward Street, Ulverstone
JOB NUMBER	1548
DATE	23 December 2015
SCALE @ A1	1 : 100
DRAWN	KM
CHECKED	JB
	A201



1st Floor, 123 Collins Street
Hobart Tasmania 7000
t: 03 6224 9370
e: admin@xsquaredarchitects.com.au

www.xsquaredarchitects.com.au



1 Ground Floor
1 : 100

GENERAL CONTRACTOR
DEVELOPMENT & CONSTRUCTION SERVICES

Project: 26 JAN 2016
Approved: Not
Doc ID: 224276



0 1 2 3 4 5m

Existing Neighbouring Building

PLANNING APPLICATION

PROPOSITION	
DRAWING	
Proposed Level 1	
PROJECT TITLE	
D.E.L.C Office Development	
PRINCIPAL	
Discovery Early Learning Centres	
PROJECT ADDRESS	
26 King Edward Street, Ulverstone	
JOB NUMBER	623
1548	December 2015
SCALE @ A3	
1 : 100	
DRAWN	A202
KM	
CHECKED	JB
JB	

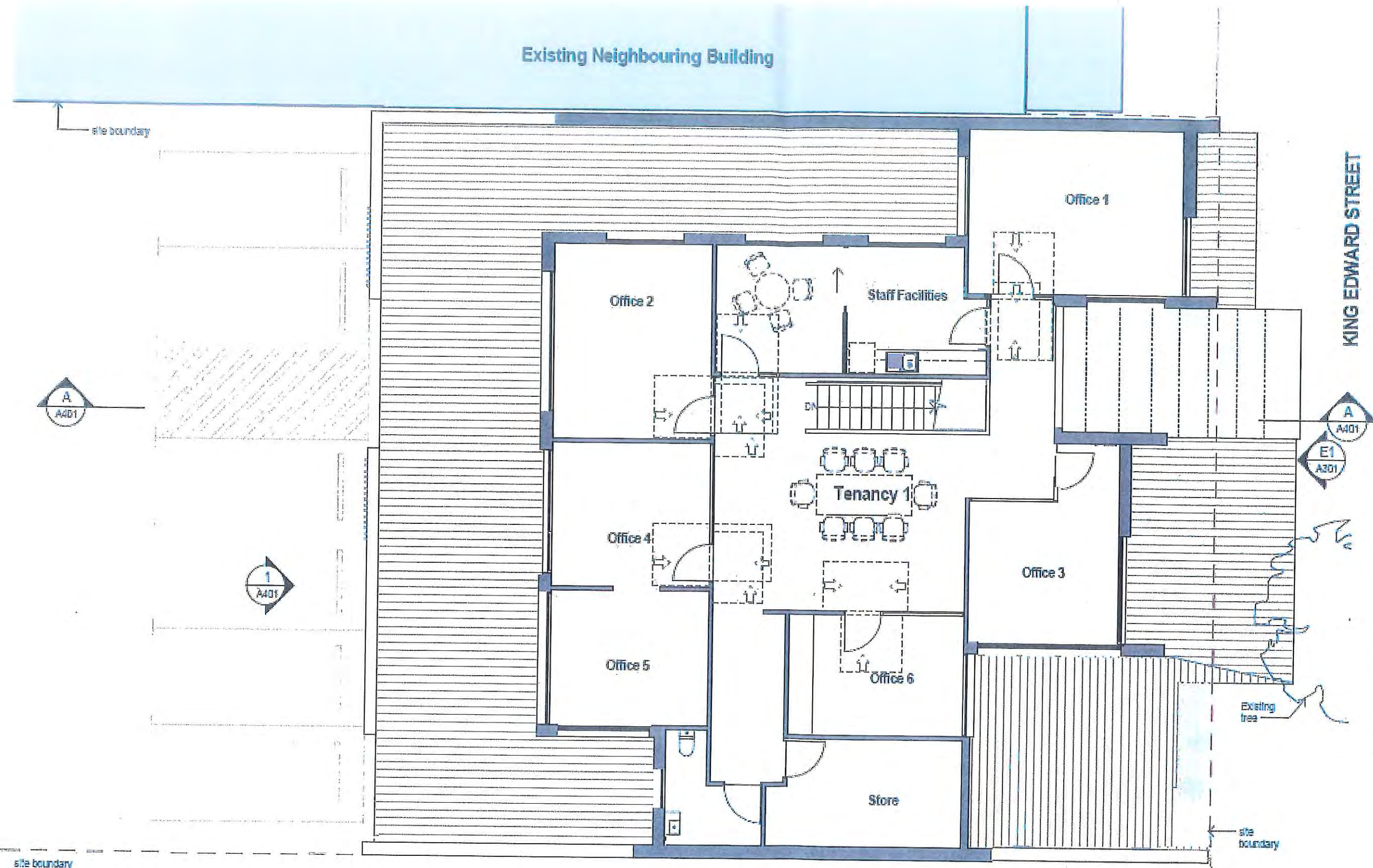


1st Floor, 125 Collins Street
Hobart Tasmania 7000

t: 08 6234 9370
e: admin@xsquaredarchitects.com.au

www.xsquaredarchitects.com.au

KING EDWARD STREET



Existing Neighbouring Building

1 Level 1
1 : 100

DEPT OF PLANNING & VOLUNTARY SERVICES

Date: 18 JAN 2016

Project No: DA215129

Doc No: 224276



PLANNING APPLICATION

REVISIONS

DRAWING

Sections

PROJECT TITLE

D.E.L.C Office Development

PRINCIPAL

Discovery Early Learning Centres

PROJECT ADDRESS

26 King Edward Street, Ulverstone

DATE SUBMITTED

1548 23 December 2015

SCALE OF AS

1 : 100

DRAWN

KM

CHECKED

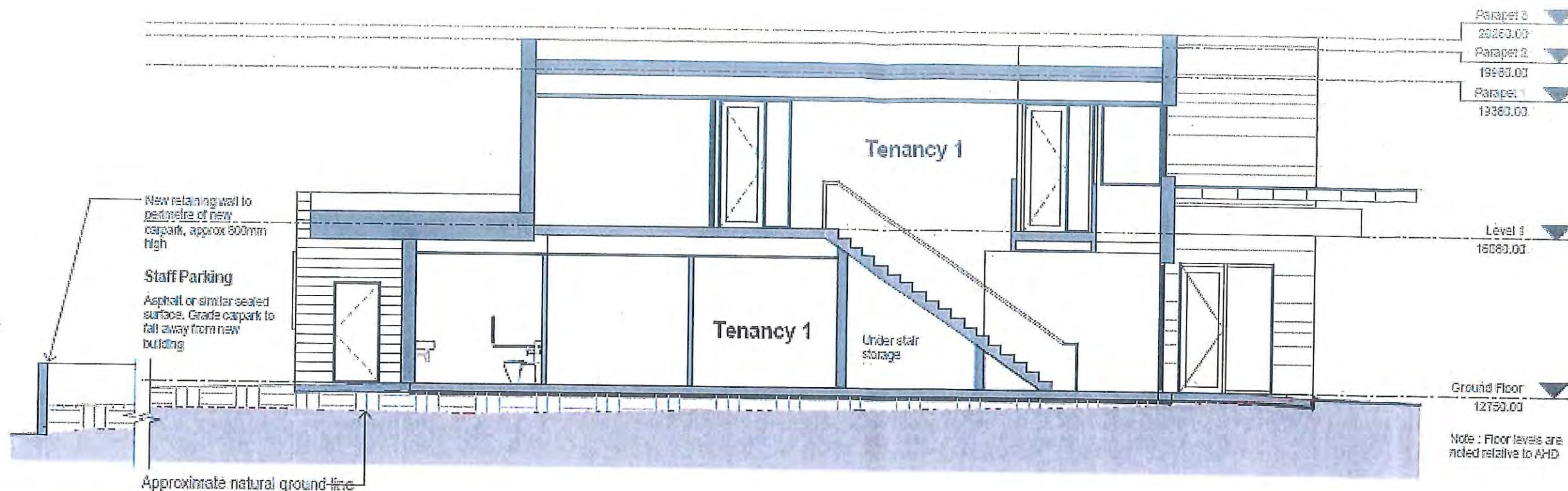
JB

A401

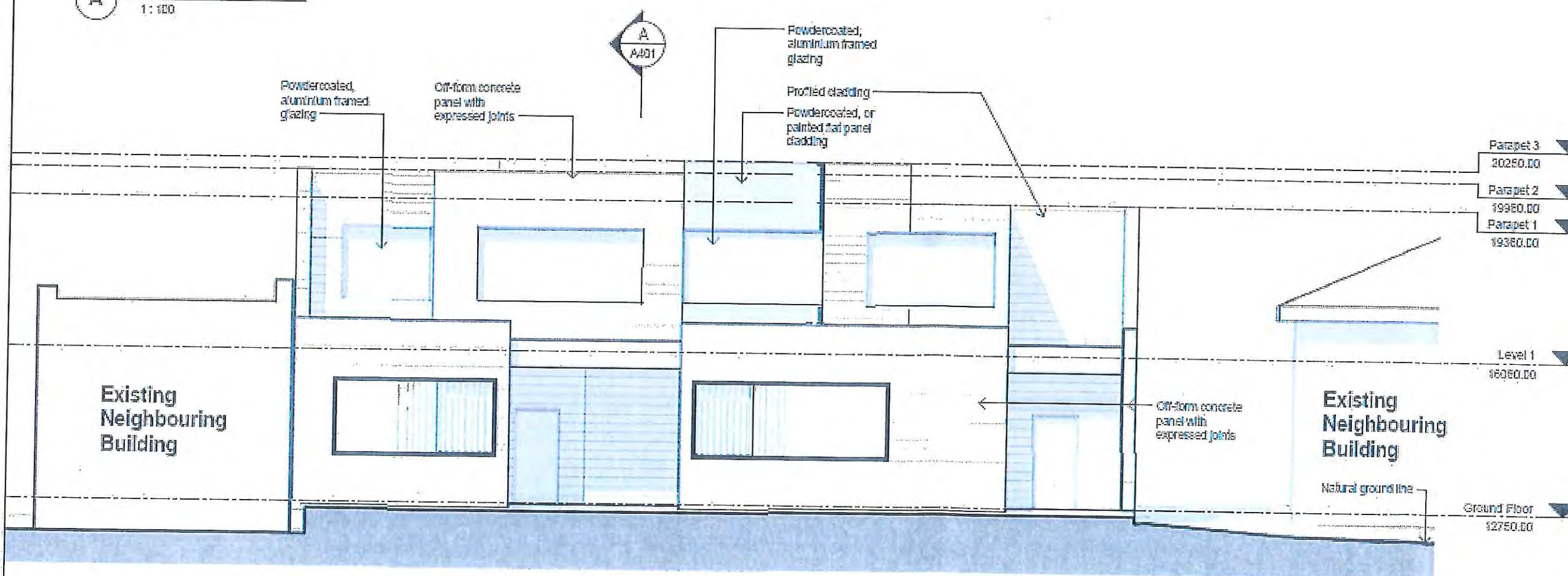


1st Floor, 125 Collins Street
Robert Tasmanian 7000

t: 03 5234 9370
e: admin@xsquaredarchitects.com.au



A Section A
1 : 100



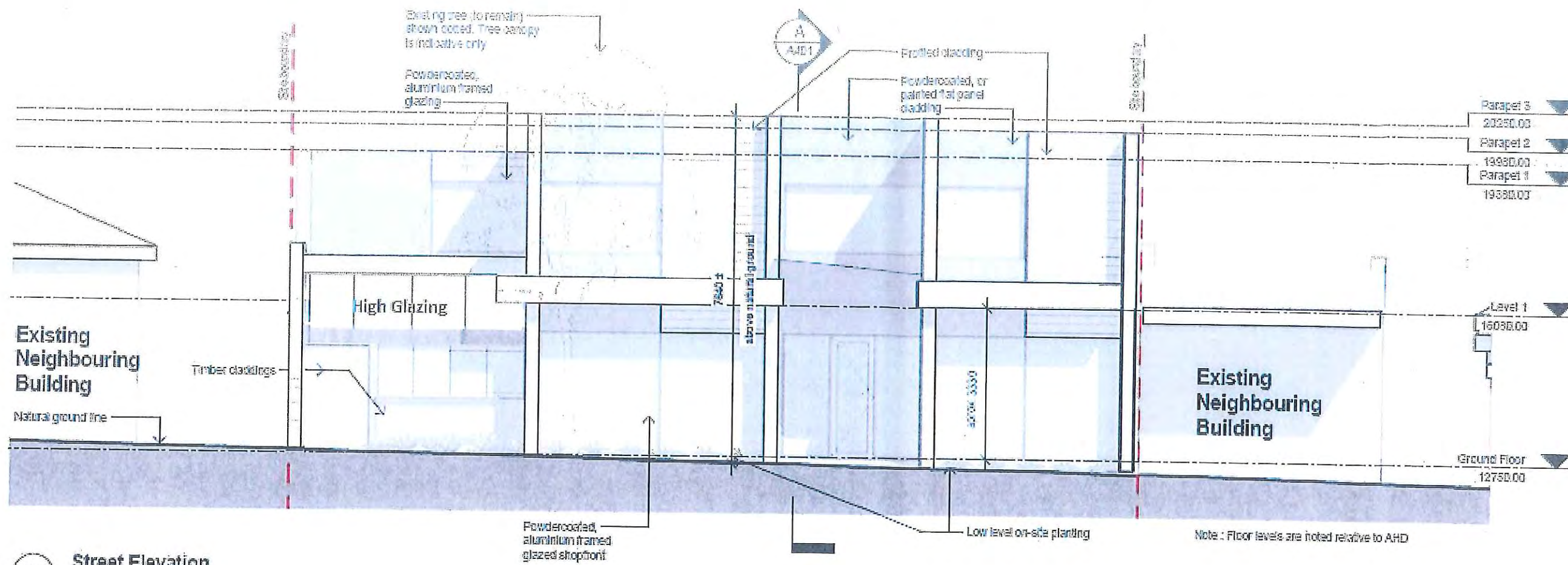
1 Rear Elevation
1 : 100

CELTIC ARCHITECTS
DEVELOPMENT & ARCHITECTURAL SERVICES

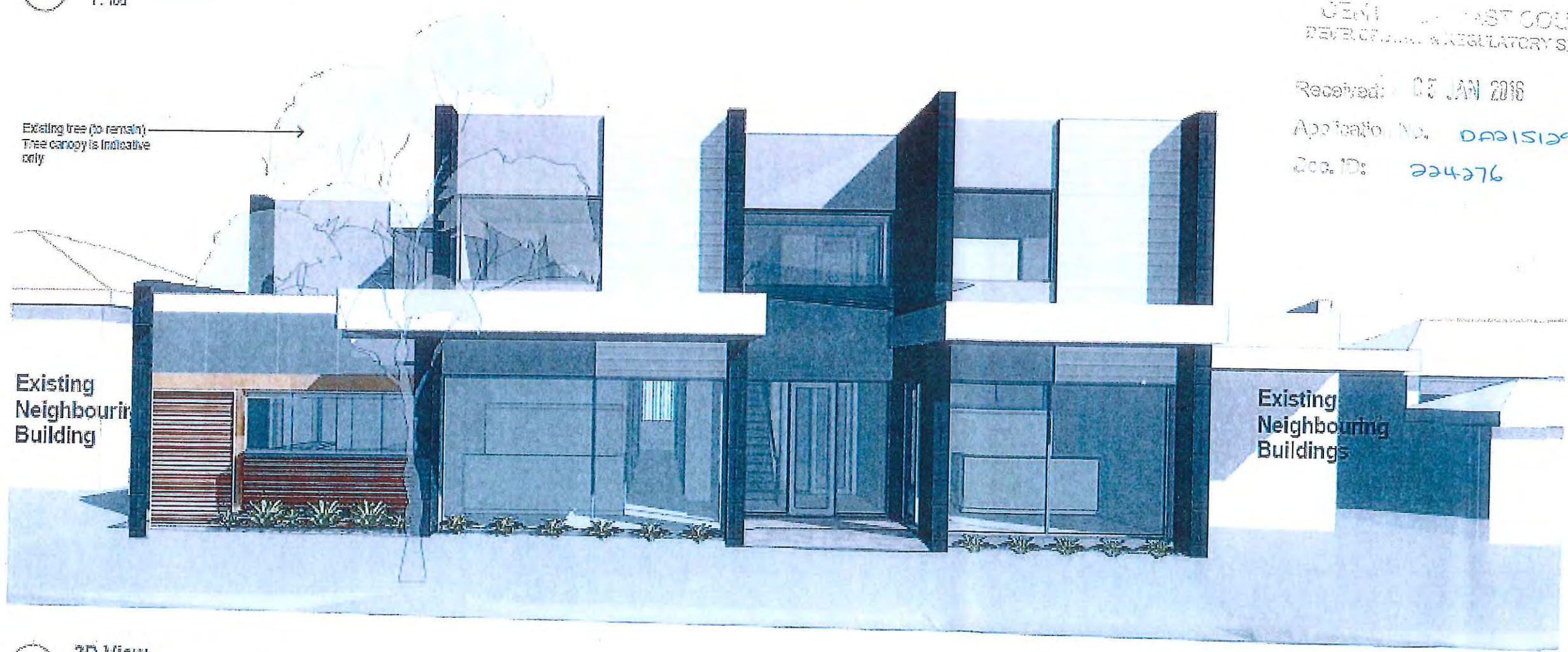
Received 05 JAN 2016

Application No: D2015109

Doc No: 224276



E1 Street Elevation
1 : 100



1 3D View

CENTRAL EAST COUNCIL
DEVELOPMENT & REGULATORY SERVICES

Received: 05 JAN 2016
Application No. DA215129
Doc ID: 224276

PLANNING APPLICATION

REVISION	
Parapet 3	20350.00
Parapet 2	19950.00
Parapet 1	19350.00
Level 1	15030.00
Ground Floor	12750.00
DRAWING	Street Elevation
PROJECT TITLE	D.E.L.C Office Development
PRINCIPAL	Discovery Early Learning Centres
PROJECT ADDRESS	26 King Edward Street, Ulverstone
JOB NUMBER	1548
SCALE	AS SHOWN
DATE	23 December 2015
DRAWN	KM
CHECKED	JB
	A301



1st Floor, 125 Collins Street
Melb. Tasmania 7000
p. 03 6274 9370
e. admin@xsquaredarchitects.com.au

The General Manager
Central Coast Council
PO Box 220
ULVERSTONE 7315

05 January 2016

RE: Proposed Development at 26 King Edward Street, Ulverstone.

Dear General Manager

Thank you for your email dated 15 December 2015 confirming that the Council is in support of the proposed development and the site being accessed from Car Park Lane, providing that we show where an alternate access could be provided in the event that the Council needed to make changes to the car park and our access could not be accommodated within the redesigned car park.

We have finalised the development plans and our Development Application, in conjunction with this letter, has been lodged today.

We have altered the plans slightly so that the Development Application for Tenancy 2 and Tenancy 3 has an option of being utilised for office or retail space. Obviously the intention is that these tenancies be utilised for office space as per the previous plans provided, however we would like the planning approval to allow these spaces to be used more broadly if needed into the future.

The development therefore consists of:

1. Tenancy 1: Food Service (Café / Dining)
2. Tenancy 2: Business and Professional Services (Bank, Office, Real Estate Agency, Travel Agency), or General Retail (Shops)
3. Tenancy 3: Business and Professional Services (Bank, Office, Real Estate Agency, Travel Agency), or General Retail (Shops)
4. Tenancy 4: Business and Professional Services (Bank, Office, Real Estate Agency, Travel Agency)

Please refer to the attached set of Plans, Site Survey and Traffic Impact Assessment report.

As per previous correspondence, and as further detailed within the Traffic Impact Assessment report, the access from the Car Park Lane would result in either no loss of current car parking (lose one space in Car Park Lane, but gain one space in King Edward Street) or a net increase of one parking space (no loss in Car Park Lane and a gain of one space in King

Edward Street) depending on which access width the Council requires from Car Park Lane. Please note that the Development Plans, as submitted today, are slightly different to that as attached as Attachment A in the Traffic Impact Assessment Report. Although the building design has changed slightly, the report remains valid as there are only trivial changes to the configuration and the floor areas.

In meeting the Council's requirement of an alternate access being available in the event that the Council needed to make changes to the Car Park Lane car park, I can confirm the following:

1. If the car park is redesigned, we / the owner of 26 King Edward Street would work with Council and the designer of the car park with the view to integrating the proposed access into the new car park design where possible. If a new car park design successfully integrates the access to 26 King Edward Street and is to the satisfaction of Council, we / the owner of 26 King Edward Street would be responsible for the additional costs associated with constructing the 'link' between the new Car Park Lane car park and the 26 King Edward Street car park.
2. We will explore alternative access options with the owners of 28, 28a, 30, 32 & 34 King Edward Street and the Council in due course, in an attempt to limit the number of access points from King Edward Street. The best case scenario could be that all properties are accessed from a single access point from Car Park Lane creating a safe and appealing street frontage along King Edward Street.
3. In the unlikely event that a redesign of the car park (1 above) cannot incorporate maintaining access into the proposed car park at 26 King Edward Street and we are not able to find a suitable alternative to maintain access to our car park, then we / the property owner would demolish Tenancy 1 or Tenancy 3 (ground floor only) and reconfigure the car park to suite the revised access point. Please refer to the Ground Floor Plan attached.

We look forward to receiving our Planning Permit in due course and developing this site that has remained vacant for quite some time.

Yours sincerely



Lyndon Walsh

WARRINGTON DISTRICT COUNCIL
CIVIL ENGINEERING & REGULATORY SERVICES

Approved: 26 JAN 2015

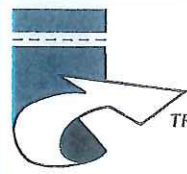
App'd: 26 JAN 2015

Sign: 26 JAN 2015

Received: 05 JAN 2016

Application No: DA21529

Doc. ID: 224276



MILAN PRODANOVIC B.E. PEng
TRAFFIC ENGINEERING & ROAD SAFETY

TRAFFIC IMPACT ASSESSMENT

PROPOSED
OFFICE AND CAFÉ DEVELOPMENT

26 KING EDWARD STREET
ULVERSTONE

NOVEMBER 2015



TRAFFIC IMPACT ASSESSMENT

PROPOSED OFFICE AND CAFÉ DEVELOPMENT

26 KING EDWARD STREET
ULVERSTONE

NOVEMBER 2015

CONTENTS

	Page Number
1. INTRODUCTION	4
2. SITE DESCRIPTION	5
3. DEVELOPMENT PROPOSAL	6
4. EXISTING ROAD AND TRAFFIC ENVIRONMENT	8
4.1 Road Characteristics	8
4.2 Traffic Activity	8
4.3 Crash Record	10
5. TRAFFIC GENERATION BY THE DEVELOPMENT	12
6. TRAFFIC ASSESSMENT AND IMPACT	14
6.1 Operational Impact of Increased Traffic Activity	14
6.2 Assessment of Available Sight Distances at Affected Junctions	15
6.3 Internal Traffic Access, Circulation and Car Parking Design	18
6.4 Pedestrian Access Provisions	22
7. CONCLUSIONS AND RECOMMENDATIONS	23

ATTACHMENTS:

Attachment A – Site layout drawings of proposed development

REFERENCES:

- Australian Standard AS 1742.2-2009 – Manual of uniform traffic control devices Part 2: Traffic control devices for general use
- AUSTROADS – Guide to Road Safety Part 6: Road Safety Audit (2009)
- Road Traffic Authority NSW – Guide to Traffic Generating Developments, 2002
- Road and Maritime Services (Transport) - Guide to Traffic Generating Developments; Updated traffic surveys (August 2013)
- AUSTROADS – Guide to Road Design Part 4A: Unsignalised and Signalised Intersections (2009)
- AUSTROADS – Guide to Traffic Management Part 6: Intersections, Interchanges and Crossings (2009)
- Australian Standard AS 2890 – Parking Facilities, Part 1 – Off-street car parking
- Australian Standard AS 2890 – Parking Facilities, Part 6 – Off-street parking for people with disabilities
- Central Coast Interim Planning Scheme 2013

1. INTRODUCTION

A development application is to be lodged with the Central Coast Council for an office and café development at 26 King Edward Street in Ulverstone.

This traffic Impact Assessment (TIA) of the proposed development has been prepared in support of the development and to assist the council in assessing the development application.

The TIA report considers the existing road and traffic characteristics along King Edward Street in the area of the development site as well as vehicle access off King Edward Street to and from the council car parking area at the rear of the development site which is proposed as the vehicle access location to the site. An assessment is made of the traffic activity that the development will generate and the effect that this traffic will have on King Edward Street and the council car parking area.

Consideration is given to the adequacy of proposed access arrangements and available sight distances at affected road junctions. An assessment is also made of internal traffic circulation and parking arrangements as well as parking supply within the development site having regard to current applicable Australian Standards and Central Coast Interim Planning Scheme (2013) requirements.

The report is based on the Department of State Growth (DSG) - Traffic Impact Assessment Guidelines. The techniques used in the investigation and assessment incorporate best practice road safety and traffic management principles.

2. SITE DESCRIPTION

The proposed development site is located on the western side of King Edward Street, around 120m to the north of the Reiby Street intersection and 30m to the south but on the opposite side of King Edward Street to the Central Coast Council offices.

The surrounding land use is a mix of commercial/retail and office development being within the Ulverstone central business area.

At the rear of the development site there is a large internal council owned public car parking area. The main access to the car parking area is located directly opposite the council offices.

The location of the proposed development site has been highlighted on the extract from the street atlas for this area, seen in Figure 2.1.

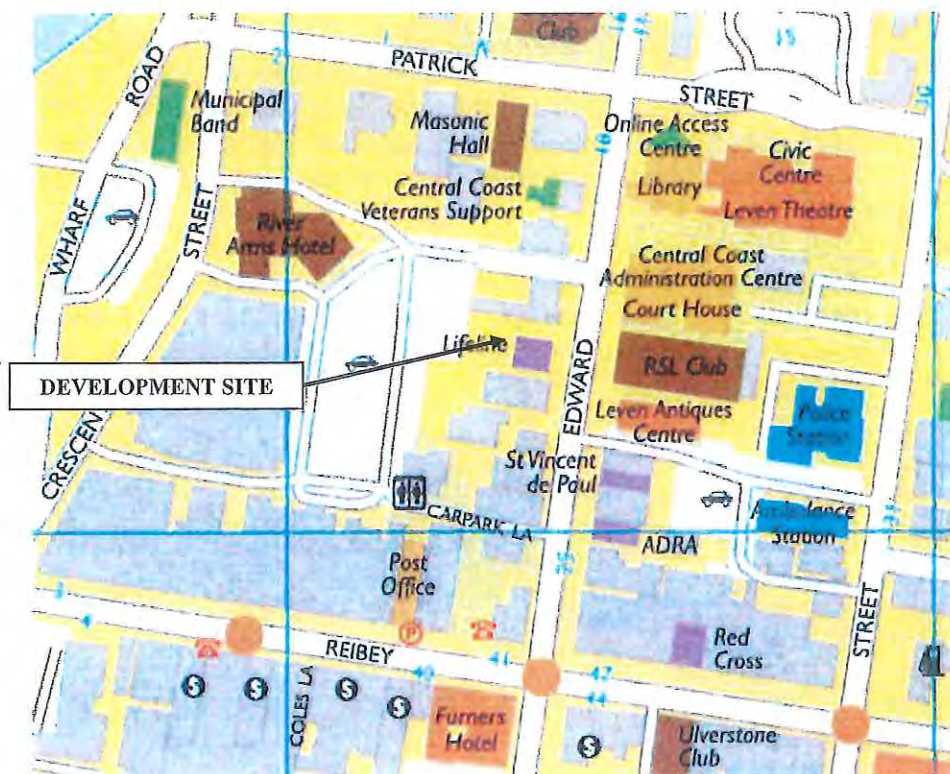


Figure 2.1: Extract of street atlas showing location of proposed office development site

3. DEVELOPMENT PROPOSAL

The development site at 26 King Edward Street is currently a vacant property.

A view of the development site from King Edward Street is seen in Photograph 3.1.

A new two storey building is proposed for construction on the site. The new building will have four tenancies. There will be three tenancies on the lower level and one on the upper level.



Photograph 3.1: View of development site from King Edward Street

Two of the tenancies on the lower level and the upper level tenancy will be offices while the other lower level tenancy will be a café.

The upper level tenancy will be used as the offices for the Discovery Early Learning Centre. It will have six individual offices, a meeting area and a staff room plus waiting area, storage room, kitchen and toilet. The gross floor area will be 195m².

The office tenancies on the lower level will have a number of offices, interview rooms and a reception area plus kitchen, store room and toilet. These two tenancies will have a gross floor area of 130m² and 100m² respectively.

The remaining tenancy will be set up for use as a café. The café will be provided with seating for up to around 20 people. It will have a gross floor area of 103m².

The development will be provided with on-site parking for 11 vehicles including one disabled parking space. It is proposed access to the parking area will be from the rear of the site off the council car parking area via 3.0m wide access driveway.

Pedestrian access to all the tenancies will be available from both King Edward Street as well as the rear of the site to and from the on-site car park as well as the council car parking area.

The proposed layout of the site and design of the building together with traffic access and parking details is shown on the drawings included as Attachment A to this report.

4. EXISTING ROAD AND TRAFFIC ENVIRONMENT

4.1 Road Characteristics

The only road of relevance to the proposed development is King Edward Street between Reiby Street and Patrick Street with the King Edward Street/Main Street intersection located some 110m to the north of Patrick Street.

King Edward Street has the function of a local access street for the central business area of Ulverstone in providing frontage access to various commercial developments and large car parking areas off King Edward Street as well as traffic circulation for the central business area.

The King Edward Street/Reiby Street intersection is controlled by traffic signals while other intersections in this area away from Reiby Street have sign controls.

King Edward Street has a straight and flat alignment past the development. The width between kerb faces is 12.0m but the kerb line has been extended into the parking strip along the frontage of the council offices and as well as the junction of the council car park access road opposite the council offices.

The footpath along the western side of King Edward Street past the frontage of the development site has a width of around 4.3m.

There is an intermittent centreline marking along the length of King Edward Street and the 50km/h urban speed limit applies to the street.

There is an existing gutter crossover to the development site on King Edward Street. This will no longer be required with proposed access to the car parking area for the development site to be off the council car parking area.

The council car park access road off King Edward Street has a width of 6.8m and there is a 1.5m wide footpath along the northern side of the road.

4.2 Traffic Activity

Enquires with the Central Coast Council regarding traffic data for King Edward Street in the area of the development site resulted in traffic data being received from a survey undertaken between Reiby Street and Main Street. The survey was carried out in November 2008 but the detail does not indicate more precisely where the traffic counter was placed along this road length.

The recorded average hourly weekday traffic volume for each direction of travel as well as the two-way volume from this survey is summarised in Figure 4.1.

The survey recorded an average weekday two way traffic volume of 1,443 vehicles/day but the southbound traffic volume was less than half the northbound traffic volume. There are many irregularities in the hourly traffic volume across each of the days for both directions of travel.

This is demonstrated by the Wednesday northbound traffic volume, which seems to be reasonably accurate except for the one hour during the mid-afternoon, where a traffic volume of 1,620 vehicles/day was recorded. This is more than the recorded average two-way weekday traffic volume for the two week survey period, as can be appreciated from the graphs in Figure 4.1.

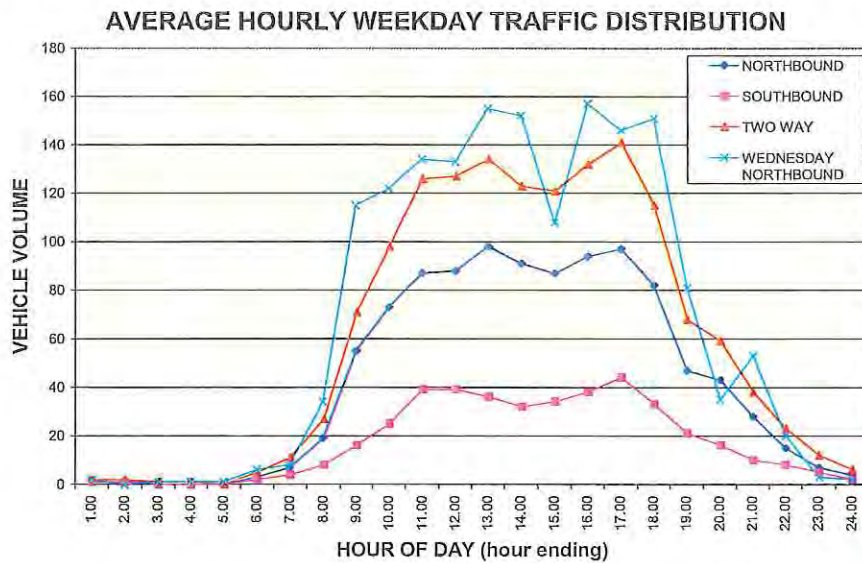


Figure 4.1: Average Hourly Weekday Traffic Volume on King Edward Street – November 2008

In order to have better knowledge of the current traffic volume on King Edward Street passing the development site, an early afternoon turning traffic volume survey was undertaken at the junction of King Edward Street and the council car park access road during the 12:45pm – 1:45pm period on Monday 9 November 2015. The results from this survey have been summarised in Figures 4.2.

The results from this survey show the traffic volume on King Edward Street just to the north of the car park access road to be 156 vehicles/hour northbound and 136 vehicles/hour southbound.

This northbound traffic volume is the same as that recorded in council's November 2008 survey for virtually the same 1:00pm – 2:00pm time of day on Wednesday, as seen in Figure 4.1. The graph for the Wednesday northbound traffic volume in Figure 4.1 also shows the peak traffic period occurred during the 12:00noon to around 4:00pm period of the day. This gives confidence that the traffic volumes presented in Figure 4.2 are representative of the typical peak hour traffic activity at this location.

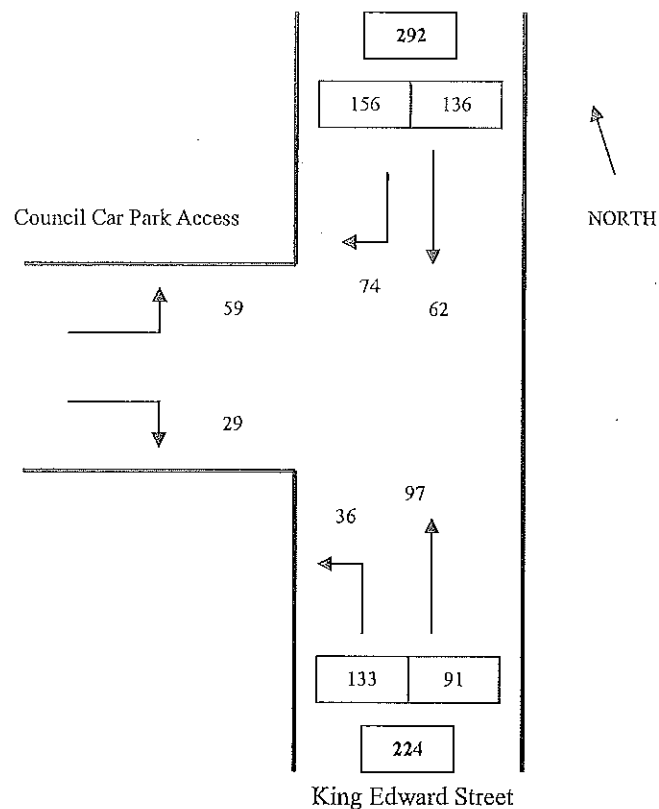


Figure 4.2: Turning traffic volumes on King Edward Street at junction with council car park access – 12:45pm to 1:45pm

4.3 Crash Record

All crashes that result in personal injury are required to be reported to Tasmania Police. Tasmania Police record all crashes that they attend. Any crashes that result in property damage only, which are reported to Tasmania Police, are also recorded even though they may not visit the site.

Details of reported crashes are collated and recorded on a computerised database that is maintained by DSG.

Information was requested from DSG about any reported crashes along King Edward Street between Main Street and Reiby Street over the last five and three-quarter years since January 2010. Advice has been received that the database has record of 21 reported crashes in this area.

Nine of these crashes occurred at the Reiby Street/King Edward Street intersection with one to three reported crashes each year except for none in 2014. Six of the crashes were rear end collisions, two involved a pedestrian and there has been only the one angle collision. The two pedestrian collisions and two of the rear end collisions required first aid attention with all four crashes occurring in 2010 and 2011.

There have been two rear end collisions in 2012 at the council car park access road junction; both resulting in property damage.

There have also been two reported crashes at both the Patrick Street intersection (in 2010 and 2015) and the Main Street intersection (both in 2011). All four were angle collisions with only the one collision at Main Street requiring first aid attention. All other crashes resulted in property damage only.

There has been a further six midblock collisions over the above period of time (two in 2010, one in 2011 and three in 2013). One involved a rear end collision; all the others were parking/unparking incidents and all resulted in property damage only.

With only the five crashes requiring first aid attention in 2010 and 2011, the overall the crash record along King Edward Street is not of particular concern.

5. TRAFFIC GENERATION BY THE DEVELOPMENT

As outlined in Section 3 of this report, the development being proposed is the construction of three office tenancies and a café tenancy.

The three office tenancies will have a gross floor area 195m², 130m² and 100m², a total office floor area in the building of 425m².

The café will have a gross floor area of 103m² and will be provided with seating for up to around 20 people.

In considering the traffic activity that each tenancy will generate, guidance is normally sought from the New South Wales, Road Traffic Authority document – Guide to Traffic Generating Developments. The RTA guide is a nationally well accepted document that provides advice on trip generation rates and vehicle parking requirements for new developments.

The updated ‘Technical Direction’ to the Guide dated August 2013 advises that the trip generation for office block developments in areas of New South Wales is as follows:

- Daily vehicle trips at 11 per 100m² gross floor area;
- Morning peak hour vehicle trips at 1.6 per 100m² gross floor area; and
- Afternoon peak hour vehicle trips = 1.2 per 100m² gross floor area.

Assuming these generation rates will apply to the proposed development with a total gross floor area of 425m², the respective traffic generation rates will be:

- 47 vehicles/day;
- 7 vehicles/hour in the morning peak hour; and
- 6 vehicles/hour in the afternoon peak hour.

The café will have a gross floor area of 103m². As well as having a counter for serving takeaway orders, there will be seating for up to 20 people including at a serving counter for seated customers.

It is understood the café will be different to the nearby Banjo’s or Oliver’s Bakery in that it will be serving tapas type snack foods for short customer visits. The aim in setting up this business is that it be mostly patronised by local people already in the area working in office, retail and commercial developments.

It is reasonable to expect there will be some café customers that will come from the council car parking area as part of a trip to the area for business or shopping purposes. However the café is unlikely to attract any additional or new vehicle movements simply to visit this café.

On this basis the café will not have any traffic generation impacts.

Therefore the development will have a total traffic generation of 6 - 7 vehicles/hour in the morning and afternoon peak hour and 2 - 3 vehicles/hour during other working hours of the day.

The total daily traffic movement is expected to be no more than the above 47 vehicles/day (but possibly around 35 - 40 vehicles/day) as this development will be in the small town of Ulverstone where business trips will more often be within walking distance (not requiring vehicle trips) compared with a large city such as Sydney on which the trip generation is based.

6. TRAFFIC ASSESSMENT AND IMPACT

This section of the report evaluates the impact of the expected traffic from the proposed office and café development on King Edward Street and the council car parking area.

An assessment has been made of the adequacy of available sight distances at affected junctions; consideration has been given to the proposed internal site layout with respect to traffic circulation and parking, the adequacy of proposed on-site parking as well as pedestrian accessibility to the road network.

6.1 Operational Impact of Increased Traffic Activity

The total traffic generation from the proposed development is expected to be no more than 47 vehicles/day (but possibly around 35 - 40 vehicles/day). Peak hour traffic will be around 6 - 7 vehicles/hour in the morning and afternoon peak hour with 2 - 3 vehicles/hour during other working hours of the day.

The access to the development site car park will be off the council car parking area. While the council car parking area has several accesses of the surrounding streets including another access off King Edward Street and two accesses off Crescent Street, the car park access road off King Edward Street opposite the council offices is used by the majority of car park users and is expected to be used by virtually all parkers in the development site due to its close proximity and the ease of entry and exit via this access road.

The addition of the above hourly vehicle movements between King Edward Street and the development site car park will have a fairly negligible impact on the traffic operation in this area and the intersections in particular.

The vehicles entering and exiting the car park both at the King Edward Street/council car park access road junction and within the council car park will not experience any significant problems in entering or crossing the prevailing traffic streams.

Traffic volumes up to 1,500 vehicles/hour can generally be accommodated between conflicting traffic streams at intersections or junctions before traffic problems can begin to arise. As seen from Section 4.2 of this report and in particular Figure 4.2, the conflicting traffic volume at the King Edward Street/car park access road junction is around 260 vehicles/hour during the early afternoon when traffic volumes along King Edwards Street would be at their highest, based on the available traffic volume data.

Even with the addition of the few vehicles from the proposed development and if through traffic volumes along King Edward Street increased at 2% p.a. over the next 10 years to 2025, the traffic conflict at this junction will be less than 400 vehicles/hour or less than one third of the above 1,500 vehicles/hour.

This low level of traffic conflict will also remain with the council car parking area for vehicles proceeding to and from the development site car park.

Overall the traffic in the area will continue to operate efficiently at acceptable levels of service (Level of Service A) and beyond year 2025. A SIDRA analysis is not necessary to confirm this.

The available survey data for this area indicates the traffic growth over the last seven years has not been significant.

6.2 Assessment of Available Sight Distances at Affected Junctions

Consideration has given to the adequacy of available sight distances at the junction of the council car park access road with King Edward Street as well as at junctions along the parking aisle which is expected to be used to access the development site car park.

Views of the available sight lines along this travel path are seen in Photographs 6.1 to 6.5.

The available sight distance to the north and south along King Edward Street from the council car park access road is around 60m for situations with parked cars as seen in Photograph 6.1 but up to 150m and more when there are no parked cars up to the junction, as in Photograph 6.2.

Despite the 50km/h speed limit along King Edward Street, vehicle speeds along this street would be around 35 - 40km/h during business hours for which the required sight distance is around 60 – 70m, based on current Austroads guidelines. The November 2008 council traffic survey found the 85th percentile speed at the survey site to be 37km/h.

Therefore the available sight distances at this junction are sufficient for the speed environment. The crash record at this junction does not demonstrate there is a safety problem at the junction.

Along the council car park access road and within the parking aisle leading to the development site car park access, vehicle speeds are even lower as expected within a car park environment. The movement of vehicles between the car parking aisle and the development site car park area (as seen in Photograph 6.5) would be little different to vehicles parking and unparking in the existing parking bay at this location.

Overall there are no sight distance issues along the travel path for cars between King Edward Street and the development site car park.



**Photograph 6.1: View to south along King Edward Street
from council car park access road**



**Photograph 6.2: View to north along King Edward Street
from council car park access road**



Photograph 6.3: View to east along council car park access road towards King Edward Street with parking aisle to development site on right



Photograph 6.4: View to south along parking aisle in council car park with access to development site car park on left at end of aisle



Photograph 6.5: View of proposed location of access to development site car park

6.3 Internal Traffic Access, Circulation and Car Parking Design

Consideration has been given to the proposed layout and design of the development site access and car park layout, the adequacy of the proposed parking supply as well as provision for pedestrian access.

The site layout drawings has been reviewed having due regard for the requirement of AS 2890.

Parking Supply

Office development

The Central Coast Interim Planning Scheme requires the provision of 1 car parking space per 40m² of gross floor area for office type developments.

With the three office tenancies having a total gross floor area of 425m² the required parking supply is 11 spaces. This number of spaces will be provided on site. One of the spaces will be a designated disabled parking space with adjacent shared zone, which meets the requirements of AS2890.6 as well as the Building Code of Australia.

Café development

The Interim Planning Scheme requires the provision of 15 car parking space per 100m² of gross floor area or 1 space per 3 seats for café or restaurant developments. This translates to a requirement for seven parking spaces.

As outlined in Section 5 of this report, the expectation in setting up the proposed café business is that it will be mostly patronised by local people already in the area working in office, retail and commercial developments and not people making trips to specifically visit the café.

These working people would be employees from other premises wanting to purchase food during a break over the day. The parking demand by these customers would already be accounted for with their place of employment; they would not be generating an additional car parking demand.

It is reasonable to expect there will be some café customers that will come from the surrounding area as part of a trip to the area for business or shopping purposes. These people will use various modes of transport with only a proportion using private vehicle. The parking demand generated by these visitors would therefore be quite low.

Recent surveys of length of stay by takeaway and sit down customers were undertaken by this consultant at Banjo's restaurant in Moonah and Glenorchy during the busiest time or day – the luncheon period. The surveys found that this type of food business has a quite different customer length of stay to a typical restaurant whereas the planning scheme endeavours to cover both with the same parking requirements.

If the same length of stay will apply to this proposed café as found for the Banjo's restaurants and customer numbers will be proportionally the same based on seating numbers, the parking demand generated by the customers at the proposed café would be only 0.56 car spaces if 70% of the customers have allocated parking spaces in the area (as is expected) and 0.94 car spaces if only 50% of the customers have allocation parking spaces.

The two to three employees at the café would generate a demand for one car parking space so that the total parking demand by the café at the busiest hour or two of the day would be up to two car parking spaces.

While a detailed area car parking survey is not feasible or necessary for this assessment, it was found during site investigations that there were 105 car parked spaces in council public car parking area at 1:00pm and 121 parked cars at 1:30pm on Monday 8 November 2015. In addition there were a few available car parking spaces along King Edward Street (as can be appreciated from the views in Photograph 5.1 and 6.2).

The council car parking area has a capacity of around 150 spaces, therefore at these times the council car park was at 70 - 80% of capacity. There may be times when the parking demand would be a little higher but not expected to reach near practical capacity of around 95%. Indications are that there is

always parking availability on and off street in the area during periods of peak parking demand.

Access to Development site

As indicated earlier in this report, the proposed access to the development site car park is through the council car park along one of the short parking aisles.

A feature of this council car park is that it already provides access to a number of private business car parking areas and spaces. Some are located along the car park access road, as seen in Photograph 6.6; others are at the southern end of the council car park along the back of businesses fronting onto Reiby Street.



Photograph 6.6: View of private car park driveways along council car park access road

Therefore there is no reason to not support another access to a development site off a lower trafficked corner of the car park rather than having an access driveway off King Edward Street.

In measuring the spacing of the bays it has been found the width of the 13 parking spaces along this row of parking adjacent to the fence line varies from around 2.6m up to 3.6m. A 2.6m width for the parking bays is adequate for this shopping centre car parking area.

There are two options in providing for the access to the development site:

- either provide a 3.0m opening for the access to the development site and remark the remaining parking area with parking bays again at a width of around 2.65m, which would result in **no loss of any parking space**, or

- provide a 5.5m opening for the access to the development site and remark the remaining parking area with parking bays at a width of around 2.65m which would result in a loss of only one parking space.

While AS2890.1 state that two way car park circulation roads need to be a minimum of 5.5m and one way roads to be 3.0m, this access will not have anywhere near the level of traffic activity for which the 5.5m width would be necessary. The location is one with very low speed passing vehicles and the use of the access would not be greatly different in vehicle movements to its use as a car parking space but with car movements always in a forward direction.

As determined in Section 5 of this report there will be 6 - 7 vehicle/hour during the peak hours, movements mostly in the one direction, and 2 - 3 vehicles/hour at other times which is a very low number of vehicle movements each hour with a low turnover of parked vehicles in the development site car park. Therefore the first arrangement with the 3.0m wide access could be supported. There would also be a two way passing area on both sides of the 3.0m wide access driveway to allow passing of vehicles on the infrequent occasions this might occur.

With the access to the development site off the council car park, the existing access driveway to the site off King Edward Street (see Photograph 6.7) can be closed resulting in a gain of one on-street car parking space.

The overall outcome with the parking supply and demand by adopting a 3.0m access will be:

- no loss of parking in the council car park;
- a gain of one space in King Edward Street with closure of the driveway; and
- potentially a parking demand for 2 spaces for the café which can be readily met by the available car parking in the area even at peak parking times.



Photograph 6.7: View of existing driveway access to development site off King Edward Street

Car Park Layout

All the parking spaces as shown on the site layout drawings will be compliant with AS 2890.1 – User Class 1A. The parking bays will have the minimum required dimensions of 5.4m length and 2.4m width. The parking aisle will have a width of 5.8m wide with at least a 1.0m aisle extension for vehicle manoeuvre when exiting the end bays, all as required by the Australian Standard for employee parking.

There is no requirement for a turnaround bay as all the parking spaces will be allocated to specific users.

The layout and dimensions for the disabled car parking space with adjacent shared area will also comply with AS2890.6.

6.4 Pedestrian Access Provisions

As mentioned the development site will be provided with pedestrian access to all tenancies from both King Edward Street and the rear car park leading to the council car parking area.

A review of the site layout has not found the need for any additional enhancement to be provided.

While there will be some pedestrian movement via the access between the development site car park and the council car park, a 3.0m width with a handful of car movements per hour in a car park environment should not require a wider access or the segregation of cars and pedestrians.

7. SUMMARY AND RECOMMENDATIONS

This Traffic Impact Assessment has been prepared in support of the development application to the Central Coast Council for the construction of three office tenancies and a café tenancy at 26 King Edward Street.

The assessment has reviewed the existing road and traffic environment along King Edward Street in the area of the development site. No issues of concern have been identified with respect to the level of traffic activity and the operation of the traffic.

There is record of 21 reported crashes along King Edward Street between Reiby Street and Main Street over the last five and three quarter years since January 2010. Most have occurred at intersections with a few midblock parking incidents.

With only the five crashes requiring first aid attention in 2010 and 2011, the overall the crash record along King Edward Street is not of particular concern.

It has been estimated that the total traffic generation by the development will be 6 - 7 vehicles/hour in the morning and afternoon peak hour and 2 - 3 vehicles/hour during other working hours of the day. The total daily traffic movement is expected to be no more than the above 47 vehicles/day (but possibly around 35 - 40 vehicles/day).

The aim in setting up café business is that it be mostly patronised by local people already in the area working in office, retail and commercial developments. The café is not likely to attract any additional or new vehicle movements simply to visit this café.

Consideration has been given to the adequacy of available sight distances at junctions that will be used by traffic generated by the proposed development. It has been found that overall there are no sight distance issues along the travel path for cars between King Edward Street and the development site car park.

The required parking supply for the proposed development based on the Central Coast Interim Planning Scheme is 11 car parking spaces for the three office tenancies with a total gross floor area of 425m² and seven parking spaces for the café, based on floor area and seating.

There will be 11 on-site parking spaces for the office development which will meet the scheme requirements for the office development.

With respect to the café, the scheme links cafés and restaurants as requiring the same parking supply per unit of floor area whereas surveys have found that a café has a quite different customer length of stay to a typical restaurant and hence a lower parking demand.

Based on survey findings about the length of stay by takeaway and sit down customers, the parking demand generated by the customers at the proposed café would be only 0.56 car spaces if 70% of the customers have allocated

parking spaces (employees parking or similar) in the area (as is expected) and 0.94 car spaces if only 50% of the customers have allocation parking spaces. The café employees would generate a demand for one car parking space so that the total parking demand by the café during the busiest hour would be up to two car parking spaces.

The proposed access to the development site car park is through the council car park and along one of the short parking aisles. There is no reason to not support another access to a development site off a lower trafficked corner of the car park instead of an access driveway off King Edward Street. This council car park already provides access to a number of private business car parking areas and spaces and there are benefit for such an internal access compared with having an access directly off the street.

There are two options in providing for the access driveway to the development site:

- either provide a 3.0m opening for the access to the development site and remark the remaining parking area with parking bays again at a width of around 2.65m (the width of the parking bays currently vary between 2.6m and 3.6m), which would result in **no loss of any parking space**, or
- provide a 5.5m opening for the access to the development site and remark the remaining parking area with parking bays at a width of around 2.65m which would result in a **loss of only one parking space**.

The first arrangement with the 3.0m wide access is supported as there will be 6 - 7 vehicle/hour during the peak hours using the access with movements mostly in the one direction and 2 – 3 vehicles/hour at other times and there will be two passing areas each side of the access driveway if ever required. The use of the access driveway would be little different to its use as a car parking space but with cars always moving in a forward direction.

With access to the development site off the council car park, the existing access driveway to the site off King Edward Street can be closed resulting in a gain of one car parking space.

The overall outcome with the parking supply and demand by adopting a 3.0m access will potentially be a deficit of one space which is negligible and it can be readily met by the available car parking in the area, even at peak parking times.

An assessment has been undertaken of the proposed layout and design of the traffic circulation provisions and parking arrangements having regard to relevant Australian Standards. It has been concluded the design meets the requirement of AS 2890 – Part 1 and Part 6 and therefore the Planning Scheme.

All tenancies will be provided with pedestrian access to from both King Edward Street and the rear development site car park leading to the council car

parking area. The site layout is considered to adequately provide for pedestrians.

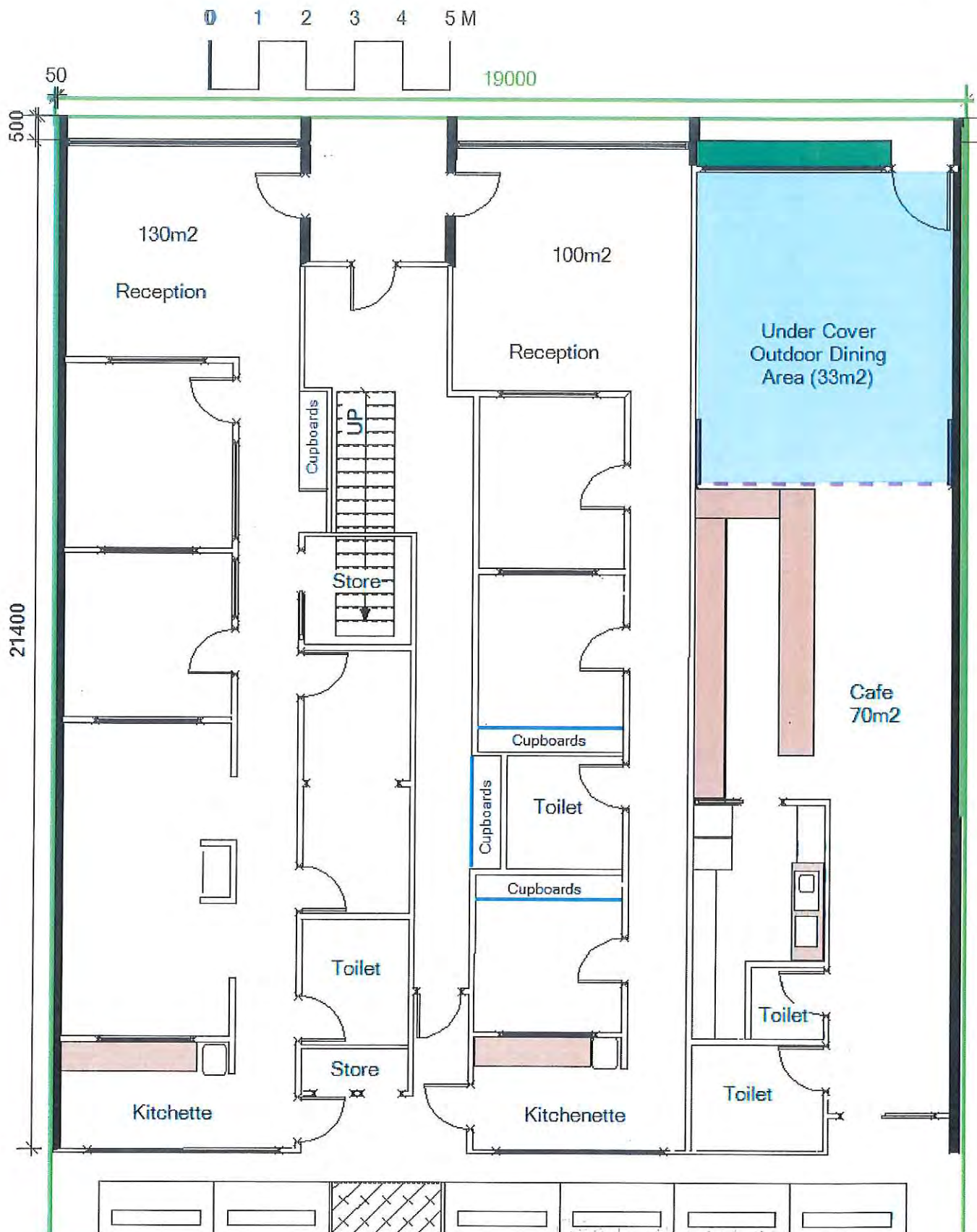
It has been concluded that the proposed office and café development can be supported on traffic grounds as it will not give rise to any adverse safety or operational traffic issues or parking supply/demand concerns.



Received

Application No.:

Doc ID:



DEVELOPMENT & REGULATORY SERVICES

Received: 05 JAN 2016

Application No:

Doc. ID:

Motor Vehicles

TOYOTA TOYOACE 5R

1985 light truck, one owner, rebuilt 4 cyl. petrol motor, 266,000 km, exc. cond., tray is 1800 mm wide and 3400 mm long, \$4000. Dev. 0417 516 237.

Motorcycles & Scooters

2013 Kawasaki ZX14R

ABS, Special Edition, 8000kms, extras, \$14,000. Phone 0448 976 683

TRIUMPH Trophy, 1968, 650cc, TR6R model made for American market, 11.4-1 compression ratio, 2 owners from new. Same model Richard Gere rode in Officer and Gentleman, \$9900. Ph. 6425 6308.

Caravans and Motor Homes

44th Bus

Converted to motorhome, registered and certified, has everything, too much to list. Genuine reason for sale, \$35,000 o.n.o. Ph. 6428 6096 or 0409 286 091.

CARAVAN WANTED

Cash paid, anything considered, but family van preferred. Ph 0419 628 783.

EMPIRE 21' 2007

On site Apex Park, West Ulverstone, caravan and solid annexe, 3 bunk beds, 1 double bed, shower/toilet, gas hot water, many extras, very close to beach \$36,000 neg. 0418 429 067.



FORD WINNEBAGO

Freewind 2005, Ford transit T35T436, 6 speed manual. Rego until Sept. 24, 2016. Dual rear wheel drive, turbo diesel, 57,000 km, good cond., includes TV, UF radio, wall units, hot water unit, microwave, grill, washing machine, 3 way fridge, battery charger, solar power, security door, rev camera, fuel system, 100L water tank, 100L grey water tank, shower/toilet. Ph. 6445 1211.

Caravans and Motor Homes



GALAXY POP-UP

18 ft, d/bed, full annex, v.g.c., \$21,000. View Big! Ulf set-up. 0408 201 101.



SLIDE ON CAMPER

Suit flat tray. Double bed over cab, 3 way fridge (battery, power, gas), gas hot plates, ample cupboard space. In exc. cond. \$6500 o.n.o. Ph. 0408 030 165.

SLIDE ON CAMPER

Suit flat tray, elec/gas fridge, m/w, dvd/tv, hyd legs, annex, g.c., \$7000, o.n.o. Ph. 0409 970 310.

Boats and Accessories



PRIDE BAHIA MAR

20ft, 5 litre Merc cruiser, toilet, multi roller trailer, good cond., complete rewired, all electric, \$18,000 o.n.o. Ph. 0427 499 822.

SAILING DINGHY

5 metre, fibreglass, \$2500 o.n.o. Phone 6428 6475.

Motor Accessories

EXCHANGE/RECO engines, diesel and petrol. Ph. A&B Auto 6423 1303.

Real Estate

APARTMENT

one bedroom apartment, Ulverstone, further enq. P.O.A. Ph. 0438 282 542.

Central to Hobart

Lovely cottage, on-site parking, 2 bedroom, fully self-cont. \$210 per night. Stay 7 nights, get 1 free. Ph. 0408 122 331, 0438 383 843.

ULVERSTONE, 2 b.r. unit \$220,000. Ph. 0449 174 034 Monday.

Land For Sale

Central Ulverstone

Flat block 701 sqm \$115,000 Phone 0417 251 469

LORD LIVERPOOL DRIVE. Bell Buoy Beach. Ph. 0408 139 375.

To Let & Wanted

ASK about our new DISCOUNT DEALS for multiple day insertions. Ph. The Advocate Classifieds on 1300 363 789.

3 B.R. house, Parklands \$280 p.w. plus bond and references required. Phone 0429 663 372.

BURNIE, 3 b.r., \$180 p.w., no lift, rented by owner, 4th flr. Ph. 0417 481 568.

BURNIE modern 2 b.r. unit, quiet area with a small yard \$223 p.w. Ph. 0400 570 265.

DEVONPORT, CBD, unit, great location, suit seniors \$285 p.w. 0419 103 958.

To Let & Wanted

229 Old Bass Highway - 3 bedrooms, large block - easy care gardens, single garage, magnificent sea views \$280 per week.

66 Martin St - 3 bedrooms, new kitchen and carpets, wood heating, single garage, short walk to beach \$240 per week.

43 Jenner St - 3 bedrooms, spa bath, heat pump, great location, walking distance to all amenities \$280 per week.

Holiday property - Fully furnished property, very central, rates available on request.

Please call LJ Hooker, Wynyard. Ph. 6442 3477



Real Estate

To Let & Wanted

EAST DEVONPORT, 1 bed unit, upstairs, q/bed, fridge, w/machine, furnished, only suitcase required, \$250pw incl power. No bond req. Call Paul 0419 236 446.

EAST DEVONPORT, spacious, sunny 2 bed. unit with b.i.w., carport, garden shed, gas appliances, close to shops, bus, ferry, \$240 pw. Phone 0468 789 086.

GOT an empty house? Needs TLC, want some money for it? Ph. 0439 622 069.

LATROBE, 2 bed. house, avail. now. Ph. 6427 2730 or 0400 815 381.

SHEARWATER, 4 b/r home, home theatre room, fully fenced, 3 car garage. Avail mid Feb. \$400 p.w., plus bond. Ph. 6432 3446.

SHED, wanted to rent, small, suitable for car enthusiast, any area considered. Ph. 0488 178 232.

WYNYARD, 1 b.r. modern unit, close to shops. Ph. 0417 107 287.

Shared Accommodation

House Share Devonport

Large bedroom with own bathroom, fully furnished, off-street parking, power and WIFI included \$180 p.w. Ph. 0419 818 344.

Businesses For Sale & Wanted

Building and Maintenance

Business for sale, 09' Toyota LWB diesel van, tools, and equipment. Reliable NW Coast repeat business. \$45,000. Call 0447 778 350 for info.

Business Opportunities

Self Employed or can't get a job?

Need Cash for vehicle or equipment?

Discharged Bankrupts, Defaults, No Financials, New ABN, Existing or New Business Start-up all OK T.A.P.

Barry 0417 541 673

Commercial and Industrial Properties

FOR lease, 7 Wilson St Burnie, prime location, has reception area, several offices, boardroom. Phone Geoff 0407 022 157.

Pets and Pet Care

BABY budgies, 7 wks old, \$20. Ph. 6435 2088.

Livestock

ADVOCATE CLASSIFIEDS 1300 363 789

CHESTNUT QH X Arab mare, part broken, 13.3 - 14 hands approx, c.s.f. Black Friesian, QH mare, halter broken, approx. 15.3 hh. Purebred QH mare, reg. broken but unworked, c.s.f. approx 14 hh +, all good natured. Ph. 0488 454 764.

RAMS, White Dorper, stud sheep, self shedding, \$200. Ph. 0467 483 630. Wynyard.

TOP quality red clover, sm bales, \$14. 04473 384 083 Wesley Vale.

Poultry & Birds

HI-LINE Browns, 2 yr olds (11), laying, \$10 each. Ph. 6428 2323.

Church Notices

ALL welcome to traditional Anglican HC Services each Sunday 9.30am. 150 Waverley Road, Don.



January 10, 2016
Port Sorell
11 am Christian Community Church
Port Sorell Memorial Hall
42 Meredith Street
Rev. Johann Joubert
Devonport
9.30 am Pathway to Life
22 Nicholls Street
Worship Service
www.pathwaytolife.org.au
Penguin
10 am Sanctuary Hill
Christian Fellowship
2 Main Street
Rev. Neville Newett
6 pm Mr Patrick Fabian
Ulverstone
9.30 am 36 John Street
Rev. Julian Dykman
6 pm At Penguin
LATROBE ANGLICAN
St George's, Newground
11am Holy Communion

Livestock

1500 HAY BALES
(LARGE SQUARES)
8 x 4 x 3



Free Delivery for Bulk quantities (conditions apply)

\$170 per bale

Ph. 0428 540 917

Church Notices

LATROBE BAPTIST
10AM
REV. R TERRY
PH. 6426 1220.

Church Notices

PRESBYTERIAN
Edward St, DEVONPORT
10am Service
Allan Howard
Enquiries Ph. 6424 7115

Livestock Auctions

Roberts
A RURALCO BUSINESS

UPCOMING LIVESTOCK SALES

Quoiba Livestock Marketing Complex
Monday 11 January
Pigs at 11:30am

Lambs/Sheep at 12 noon
Bobby Calves at 12:30pm

Wednesday 13 January at 11:30am
Quoiba Prime Cattle Sale

Friday 22 January at 11:30am
Quoiba Store Cattle Sale

Thursday 28 January at 11:00am
Smithton Cattle Sale

For enquiries please contact your local
Roberts Livestock Representative

Livestock Enquiries (03) 6391 6545
livestock@robertsintl.com.au

Quoiba Livestock Marketing Complex
(03) 6424 5101 (Sale Days)
NW Livestock Managers

Rodney Miles 0417 013 720 - Andrew Porter 0417 142 802

VENDORS PLEASE NOTE - National Vendor Declaration forms MUST accompany livestock, please ensure you are using a current NVD with serial number 60413 for cattle & 50413 for sheep. To obtain a current NVD book, please contact MLA on 1800 683 111

Local Government



DEVONPORT CITY COUNCIL
44-48 Best Street, Devonport TAS 7310
Phone: 03 6424 0511
www.devonport.la.gov.au

APPLICATION FOR PLANNING PERMIT

A planning application has been made for the following proposal:

Application No: PA2016.0001

Proposal: Residential (existing covered deck) - assessment against performance criteria for setback and building envelope

Address: 17 Fordham Drive, Devonport

The application can be viewed at the Council offices or on Council's website. Section 57(5) of the Land Use Planning and Approvals Act 1993 provides that representations can be made in writing to the undersigned at PO Box 604, Devonport or council@devonport.la.gov.au by close of business on 22/1/16.

Paul West

GENERAL MANAGER



19 King Edward Street
Ulverstone Tasmania 7315
Tel. 03 6429 8900
Fax 03 6425 1224
www.centralcoast.tas.gov.au

APPLICATION FOR PLANNING PERMIT

S.57 Land Use Planning and Approvals Act 1993. The following application has been received:

Location: 26 King Edward Street, Ulverstone
Proposal: Business and Professional Services (office), Food Services (café) and General Retail and Hire (shop) - variations to car parking and access standards, variations to side boundaries wall length and variation to cantilevered awning length

Application No.: DA215129

The application may be inspected at the Administration Centre, 19 King Edward Street, Ulverstone during office hours (Monday to Friday 8.00am to 4.30pm) and on the Council's website. Any person may make representation in relation to the application (in accordance with s.57(5) of the Act) by writing to the General Manager, Central Coast Council, PO Box 220, Ulverstone 7315 or by email to admin@centralcoast.tas.gov.au and quoting the Application No. Representations must be made on or before 23 January 2016. Dated at Ulverstone this 7th day of January, 2016.

SANDRA AYTON
General Manager



Looking for a career in Real Estate?

The Property Consultants' or Assistant Property Managers' Course offered by the Real Estate Institute of Tasmania will provide you with the necessary knowledge & skills required to commence a career in real estate.

The course costs \$760 & will be starting in your area shortly.

Places are limited so don't delay!

For further details check our website
<http://www.reit.com.au/training>
or phone 6223-4769
E-mail: james.jackson@reit.com.au

Annexure 3



26 King Edward Street, Ulverstone

Annexure 4

Submission to Planning Authority Notice

Council Planning Permit No.	DA215129	Council notice date	8/01/2016
TasWater details			
TasWater Reference No.	TWDA 2016/00025-CC	Date of response	11/01/2015/6
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	26 KING EDWARD STREET, ULVERSTONE	Property ID (PID)	6964839
Description of development	Cafe, retail and hire shop		
Schedule of drawings/documents			
Prepared by	Drawing/document No.	Revision No.	Date of Issue
X Squared	1546 A101,A201,A202		23/12/2015
Conditions			
Pursuant to the <i>Water and Sewerage Industry Act 2008</i> (TAS) Section 56P(1) TasWater imposes the following conditions on the permit for this application:			
CONNECTIONS & METERING			
<ol style="list-style-type: none"> 1. A suitably sized water supply with metered connection / sewerage system and connection for this development 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. 			
TRADE WASTE			
<ol style="list-style-type: none"> 3. Prior to the commencement of operation the developer/property owner must obtain Consent to discharge Trade Waste from TasWater. 4. The developer must install appropriately sized and suitable pre-treatment devices prior to gaining Consent to discharge. 5. The Developer/property owner must comply with all TasWater conditions prescribed in the Trade Waste Consent. 6. Prior to commencing construction , a water meter must be installed to the satisfaction of TasWater. 			
DEVELOPMENT ASSESSMENT FEES			
<ol style="list-style-type: none"> 7. The applicant or landowner as the case may be, must pay a development assessment and Consent to Register a Legal Document fee to TasWater, as approved by the Economic Regulator and the 			

fees will be indexed, until the date they are paid to TasWater. Payment is required within 30 days from the date of the invoice as follows:

- a. \$197.00 for development assessment.

Advice

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

For information regarding headworks, further assessment fees and other miscellaneous fees, please visit
<http://www.taswater.com.au/Development/Fees---Charges>

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.

TRADE WASTE

- a) Prior to any Building and/or Plumbing work being undertaken, the applicant will need to make an application to TasWater for a Certificate of Certifiable Work (Building and/or Plumbing). The Certificate of Certifiable Work (Building and/or Plumbing) must accompany all documentation submitted to Council. Documentation must include a floor and site plan with:
 - Location of all pre-treatment devices i.e. grease arrestor;
 - Schematic drawings and specification (including the size and type) of any proposed pre-treatment device and drainage design; and
 - Location of an accessible sampling point in accordance with the TasWater Trade Waste Flow Meter and Sampling Specifications for sampling discharge.
 - Details of the proposed use of the premises, including the types of food that will be prepared and served; and
 - The estimated number of patrons and/or meals on a daily basis.
- b) At the time of submitting the Certificate of Certifiable Work (Building and/or Plumbing) a Trade Waste Application together with the Food Supplement form is also required.
- c) If the nature of the business changes or the business is sold, TasWater is required to be informed in order to review the pre-treatment assessment.

The application forms are available at <http://www.taswater.com.au/Customers/Liquid-Trade-Waste/Commercial>.

Further information regarding Trade Waste can be found at www.taswater.com.au

Declaration

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

Authorised by



Jason Taylor

Devel
opment 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

Kellie Malone

From: TasWater - Development <Development@taswater.com.au>
Sent: Monday, 11 January 2016 9:22 AM
To: planning cmw
Subject: TasWater Submission to Planning Authority Notice 2015 DA ~ CC for DA215129
Attachments: 26 KING EDWARD STREET, ULVERSTONE TasWater Submission to Planning Authority Notice 2015 DA ~ 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 subject to the inclusion of TasWater conditions

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/>

Annexure 5

21 January 2016

Our ref.: DA215129, paa:kaa

Doc ID: 225335

L M Walsh
Muri Pty Ltd
185 Upper Maud Street
WEST ULVERSTONE TAS 7315

Dear Mr Walsh

LOCAL GOVERNMENT (HIGHWAYS) ACT 1982 AND URBAN DRAINAGE ACT 2013
STATEMENT OF COMPLIANCE FOR VEHICULAR ACCESS AND DRAINAGE ACCESS
CAFÉ AND COMMERCIAL DEVELOPMENT - 26 KING EDWARD STREET, ULVERSTONE

I refer to your application DA215129 for a café and commercial development at 26 King Edward Street, 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 26 King Edward Street, Ulverstone, subject to the following:

- R1 Access to the lot is available from King Edward Street;
- R2 Any new vehicular access shall be provided in accordance with Standard Drawing TSD- R09-v1 Urban Roads - Driveways (copy enclosed);
- R3 Any existing access made redundant by the development shall be removed and the barrier kerb and channel and footpath reinstated;
- R4 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 Infrastructure Services or his representative;
- R5 Any damage or disturbance to roads, footpaths, kerb and channel, street trees or other existing services resulting from activity associated with the development must be rectified;

A copy of this 'Statement of Compliance' has been provided to the Council's Land Use Planning Group for consideration with planning permit application DA215129.

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

A COPY FOR YOUR INFORMATION

Important Notice



Over the past year the Council has been working with the rural community to develop systems and strategies to improve the efficiency and effectiveness of rural waste services. Rapidly escalating costs and increasing waste volumes are threatening the sustainability of these services.

A significant concern in the rural community is the use of the Country Transfer Stations by non-rural Central Coast residents and non-Central Coast residents, and the effect of this on the cost of operating rural waste services.

NEW COUNTRY TRANSFER STATION ACCESS SYSTEM

A new way of accessing the Country Transfer Stations has been developed in consultation with the rural community to address this particular issue without compromising the normal use of the Country Transfer Stations by legitimate rural residents.

Access to Country Transfer Stations requires the presentation of a coupon card which will be punched on each occasion. Eligible rural property owners received a coupon card and relevant information in late March 2014 ready for use in May 2014. Non-resident owners were requested to forward on the coupon card to tenants as soon as possible.

Non-Central Coast residents and non-rural residents need to purchase coupons from the Council should they wish to continue to use the Country Transfer Station facilities.

The Country Transfer Station Access System came into effect on **Thursday, 1 May 2014** and will run as a trial until 30 June 2015.

The specifics of the access system are detailed over the page.



A coupon card will be provided annually to owners of eligible properties that contain a dwelling/tenement, and are not receiving the Council's Domestic Refuse and Recycling Collection Service.

For properties with a non-residential use, such as a rural use or with an additional or ancillary use such as a separate business, coupons may be provided to owners upon application and approval by the General Manager. Application forms will be available from the Council's Administration Centre (Ulverstone), the Service Centre (Penguin) and the Council's website.

Additional coupons may be provided on a compassionate basis, for compelling or urgent domestic or other needs. Requests will be considered by the General Manager on a discretionary and individual basis.

Coupons not otherwise issued as per above may be purchased directly from the Council from Tuesday, 1 April 2014.

Thirty-eight coupons will be issued annually representing on average a once-fortnightly access with a 'boot load' and a once-monthly access with a 'ute load'. How the coupons are actually used is up to you.

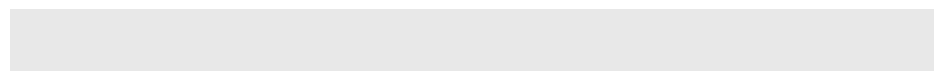
Coupons issued by way of direct purchase will not have an expiry date; otherwise all coupons shall expire on 30 June in the financial year following issue and/or as marked with an expiry date.

Access and use of a Country Transfer Station will only be through the use of coupons, based upon the vehicle attending the site, as follows:

- | | | |
|-----|--|-----------|
| (a) | Sedan, hatch or station wagon (seats up) | 1 coupon |
| (b) | Van, ute, or single-axle trailer | 2 coupons |
| (c) | Dual-axle trailer | 3 coupons |
| (d) | Small truck up to 3.0 tonne GVM | 4 coupons |

The size of the load to be disposed of will be recognised where significantly smaller than the capacity of the vehicle. For example, a 240 litre Mobile Garbage Bin (MGB) of waste and a 240 litre MGB of recyclables on a dual-axle trailer would constitute a 1 coupon load.

Please contact the Council's Engineering Services Department on tel. 6429 8970 should you wish to seek further information.



Notes from Meeting with Community Representatives at CCC – 18th December 2015

Present: Philip Adams, Keaton Miles, Avalyn Kaine, Delma Carpenter, John Thompson

Purpose of Meeting: Review of Country Transfer Station Access System - Performance, problems, improvements

Meeting commenced at 10:25 am

Feedback from representatives:

- Waste reduction achieved
- Residents do not use all the coupons
- Need to maintain number of sites
- Not handing on the cards to tenants is an issue [suggest notifying real estate agents about the system so they can inform tenants and new owners]
- Some residents are not aware that the coupons can be used at Lobster Creek [suggest including this information on next FY's cards]
- The great majority of residents have got used to the system and are happy with it
- Residents who forget to bring their card mostly have their cards punched on subsequent visits to catch up
- Only a couple of residents refuse to present their cards but they both bring only small quantities of waste
- Concentration of litter near transfer stations
- A possible way of discouraging green waste might be to have separate coupons for general and green waste and limit the latter
- Council staff should be acknowledged for taking seriously the new arrangements
- During peak periods recording the card numbers disrupts the smooth flow of vehicles [suggest including a bar code on the card and providing staff with an offline bar code reader]

Information from Philip Adams:

- Lost cards are reissued with an R suffix
- Usage statistics to 30 June 2014 [see report 166/2015]
- There has been a small increase in the amount of recyclables and they are better sorted
- Some of the requests for cards from town residents have been rejected
- About a dozen Burnie Council residents have purchased coupons
- Less town residents are observed bringing waste to the country transfer stations [one of the objectives of the new arrangements]
- There have been no major spikes in illegal dumping in Central Coast
- 'Secure your load' signs are seen on some roads, with enforcement an option to reduce loss of material from loads.
- There has been no thought given to reducing the opening times or the number of days
- Scrap metal is no longer cost neutral for the country transfer stations – removal now costs \$50 per tonne
- Not sure whether there has been a reduction in the amount of green waste [Eddie Russell believes there has been]

Proposed next meeting during week of 11-15 January, preferably at either 9 am or 4 pm. The objectives of the meeting are to further explore ways of:

- Improving the service
- Reducing costs
- Discuss other waste management services

Meeting concluded at 11:10 am

Notes from Meeting with Community Representatives at CCC – 14th January 2016

Present: John Kersnovski, Philip Adams, Keaton Miles, Delma Carpenter, John Thompson

Apologies: Colin Wing, Avalyn Kaine

Purpose of Meeting: Community engagement- rural waste management

Meeting commenced at 3:27 pm

Item 1 – Review of Country Transfer Station (CTS) Access System

Philip Adams provided the following feedback on matters raised at the 18 Dec 15 meeting:

- Re the suggestion to notify real estate agents about the system so they can inform tenants and new owners. Council will send a letter to agents explaining the CTS card system.
- Re the suggestion that the next issue of CTS cards include text explaining that the cards can be used at any of the CTS's and at Lobster Creek. Council will incorporate this suggestion.
- Re the issue of litter near CTS's. Council staff will monitor the situation and it is proposed that the next issue of CTS cards reminds residents to secure their loads.
- Re the suggestion that CTS cards include a bar code that could be scanned by a bar code reader to streamline the recording of CTS visits during peak periods. CCC IT staff have advised that the current card printing process could not easily be programmed to include bar codes. A simple workaround might be to photograph cards during peak periods and transcribe the data later. Council will investigate further.
- Re the suggestion that separate 'coupons' should be issued for both green waste and scrap metal as a possible way of limiting volumes at CTS's. This has not be ruled out and will be investigated further.

Matters raised by the Community

- While the volumes of waste have reduced under the new arrangements there is an increased problem with dumping in nearby forests, particularly to the south of the Barren Hills at Preston. It was suggested that a locked gate be installed to prevent general access to Closes and Rail Track Roads. Council to investigate.

Item 2 – Country Transfer Stations

Matters raised by the Community

- Two rural businesses have expressed their preference for a greater spread of opening times to minimise retention of waste. A possible solution might be for CCC to issue a key to those businesses. -Community reps suggested that a small annual charge be levied to such businesses as payment for this additional service and to avoid perception of preferential treatment. Council will look into this.
- It has been observed that some cardboard cartons are not collapsed before disposal, thereby reducing the amount of waste that can be carried in the truck or trailer. Residents will be advised to collapse cardboard boxes beforehand, and Council will also assist on-site.

- Council should be constantly encouraging the community to reduce waste and recycle more. If this doesn't happen there will be more cost to ratepayers.
- In response to a question about the longevity of Dulverton, it was thought that Dulverton was originally designed to have a 50+year lifetime. It was noted that Dulverton has expanded its catchment to include other areas in the NW coast. The current estimated life of Dulverton will be followed up with the relevant parties.
- In response to a question about methane capture at Dulverton, it was advised that currently a third party operator is flaring the methane to generate carbon credits but that this may upgrade to energy capture in the future.

Scrap metal collection

- It was confirmed that from January scrap metal collection for recycling from CTS's will cost \$50 per tonne which translates to \$5k-\$7k per year. It has been suggested that the return on scrap metal may turn around at the end of 2016/early 2017. CCC will absorb this additional CTS operating cost in the short term and review at the end of 2016.
- It is proposed that CTS staff survey the principal sources of scrap metal to inform the investigation of possible alternative arrangements.

Green waste collection

- Currently the green waste stockpiles at CTS's are transferred to and processed at the Resource Recovery Centre in Lobster Creek Road.
- It is proposed that CTS staff survey the principal source of green waste to inform the investigation of possible alternative arrangements.
- In response to a question as to why the green waste isn't mulched on site at CTS's, it was explained that there was insufficient volume to justify employing the contractor to do this at CTS's. It was also explained that the use of CCC's portable chipper was too risky given the heavy contamination of green waste at CTS's.

Service delivery improvements

- It was reported that the great majority of residents are happy with the current arrangements.
- The engagement of a local resident or farmer for the Preston and Castra CTS's with a machine capable of compacting the waste in the bins is highly desirable. At present a local resident with an excavator is employed to provide this service at South Riana CTS to good effect.
- It was advised that bins with built-in compactor functionality are available but the additional cost may not be justified.

Cost efficiencies

- Given that Central Coast is unique in having three CTS's to serve its rural residents, consideration is likely to be given to reducing the number of sites in the medium-to-long term. The most logical consolidation of sites would be to replace South Riana and Preston

with a site at Gunns Plains. It was argued that this would require a quite different model of service delivery, e.g. direct disposal into a truck/trailer and removal on the day.

- As mentioned earlier, there needs to be an emphasis on progressively reducing waste, including provision of incentives.
- It was asked whether CCC could sell compost bins as a way of reducing putrescible waste. It was explained that CCC used to do so but this has gone out of favour.

Item 3 – Rural Waste Management – Any Other Issues

- It was requested that a bird proof bin be installed at Preston Falls to stop waste being scattered everywhere by the ravens. This request will be passed on to the relevant CCC department.

Item 4 – Next Meeting

- It was proposed that this group should meet every 6 months with the next meeting in June 2016, and the following meeting in December 2016.
- Survey data about the sources of green waste and scrap metal will be distributed in advance of the June meeting with the agenda.

Meeting concluded at 4:45 pm

SCHEDULE OF CONTRACTS AND AGREEMENTS

(Other than those approved under the Common Seal)

Period: 1 to 31 January 2016

Contracts

. Nil

Agreements

- . Occupancy Agreement
52 Richardson Street, Ulverstone
- . APH Agreement
Unit 8 Cooina Court
35-37 Main Street, Ulverstone



Cor Vander Vlist
ACTING GENERAL MANAGER

**SCHEDULE OF DOCUMENTS FOR AFFIXING OF
THE COMMON SEAL**

Period: 26 January to 15 February 2016

Documents for affixing of the common seal

. TBA

Final plans of subdivision sealed under delegation

. TBA



Cor Vander Vlist
ACTING GENERAL MANAGER

**A SUMMARY OF RATES & FIRE SERVICE LEVIES
FOR THE PERIOD ENDED 31 JANUARY 2016**

	2014/2015		2015/2016	
	\$	%	\$	%
Rates paid in Advance	- 743,602.69	-5.34	- 837,326.01	-5.97
Rates Receivable	500,471.99	3.59	295,911.64	2.11
Rates Demanded	14,074,395.59	101.09	14,561,987.40	103.74
Supplementary Rates	91,897.60	0.66	16,009.79	0.11
	13,923,162.49	100.00	14,036,582.82	99.99
Collected	11,705,997.24	84.08	11,930,609.89	85.00
Add Pensioners – Government	859,199.68	6.17	872,112.54	6.21
Pensioners – Council	30,555.00	0.22	34,020.00	0.24
	12,595,751.92	90.47	12,836,742.43	91.45
Remitted	1,492.78	0.01	1,492.86	0.01
Discount Allowed	554,822.96	3.98	546,822.91	3.90
Paid in advance	- 487,566.26	-3.50	- 518,480.72	-3.69
Outstanding	1,258,661.09	9.04	1,170,005.34	8.33
	13,923,162.49	100.00	14,036,582.82	100.00

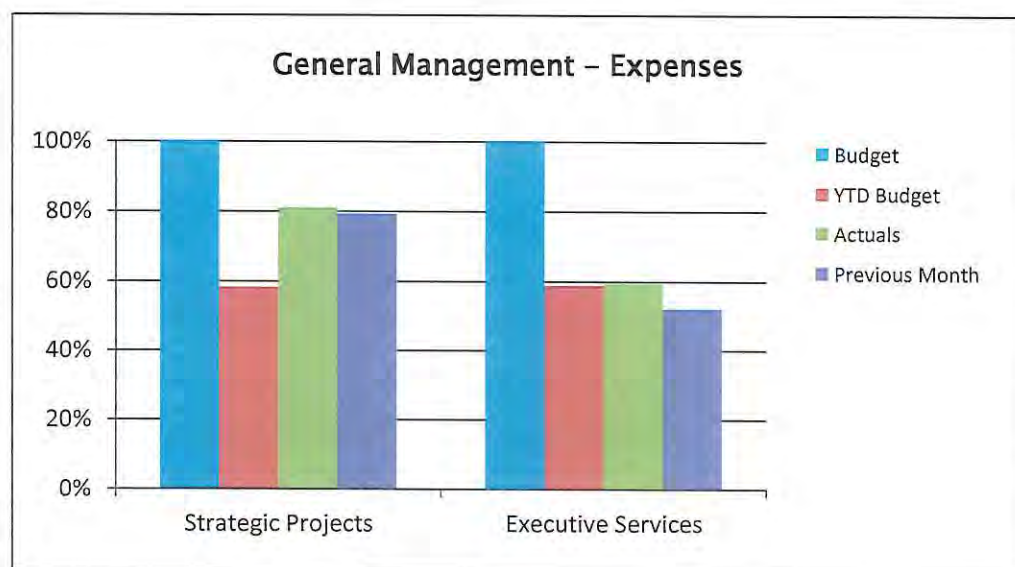
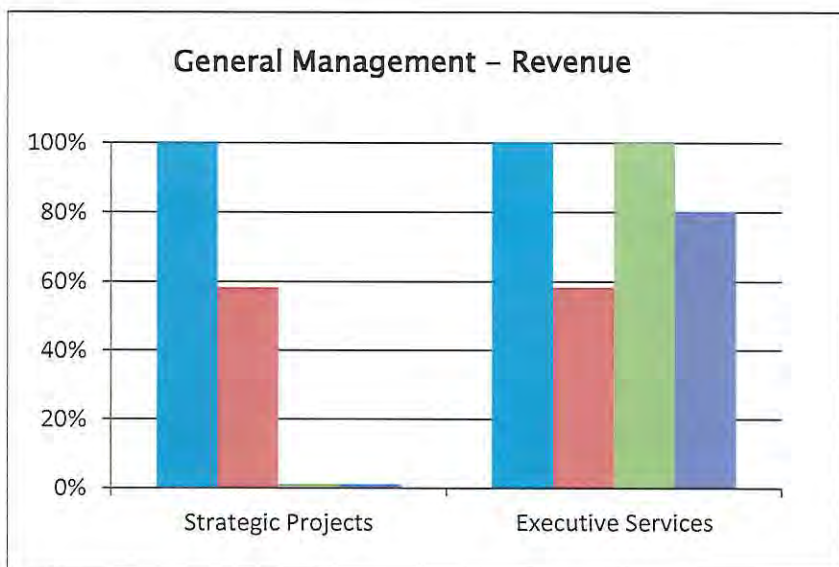


Andrea O'Rourke
ASSISTANT ACCOUNTANT

4-Feb-2016

Finance Report – January 2016

GENERAL MANAGEMENT	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
Revenue							
Strategic Projects	(2,061,000)	(1,202,315)	(23,376)	(23,263)	(1,178,939)	(2,037,624)	1%
Executive Services	(36,000)	(21,015)	(37,067)	(28,890)	16,052	1,067	103%
	\$ (2,097,000)	\$ (1,223,330)	\$ (60,443)	\$ (52,153)	\$ (1,162,887)	\$ (2,036,557)	
Expenses							
Strategic Projects	189,000	110,230	153,221	149,961	(42,991)	35,779	81%
Executive Services	1,512,000	890,815	898,791	788,212	(7,976)	613,209	59%
	\$ 1,701,000	\$ 1,001,045	\$ 1,052,011	\$ 938,173	\$ (50,966)	\$ 648,989	



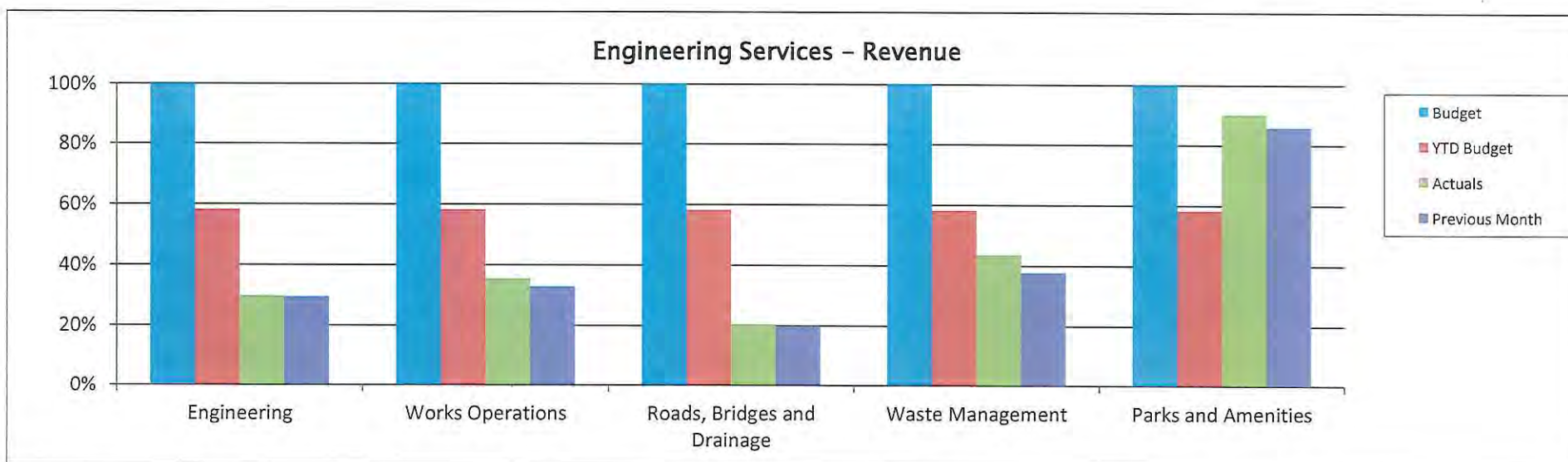
Variance

Strategic Projects
Strategic Projects
Executive Services
Executive Services

Revenue less than YTD budget – Budget timing – sale of property and capital contributions.
Expenditure more than YTD budget – Mersey Leven Food Hub expenses ahead of budget.
Revenue more than YTD budget – Reimbursement of staff costs from Cradle Coast Authority.
Expenditure less than YTD budget – Budget timing in general.

Finance Report – January 2016

ENGINEERING SERVICES	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
Revenue							
Engineering	(1,406,000)	(820,150)	(416,607)	(412,485)	(403,544)	(989,394)	30%
Works Operations	(1,200,000)	(700,035)	(425,866)	(395,001)	(274,169)	(774,134)	35%
Roads, Bridges and Drainage	(3,260,000)	(1,901,700)	(671,210)	(645,924)	(1,230,490)	(2,588,790)	21%
Waste Management	(652,000)	(380,350)	(284,659)	(246,149)	(95,691)	(367,341)	44%
Parks and Amenities	(412,885)	(240,850)	(372,254)	(353,965)	131,404	(40,631)	90%
	\$ (6,930,885)	\$ (4,043,085)	\$ (2,170,596)	\$ (2,053,525)	\$ (1,872,489)	\$ (4,760,289)	

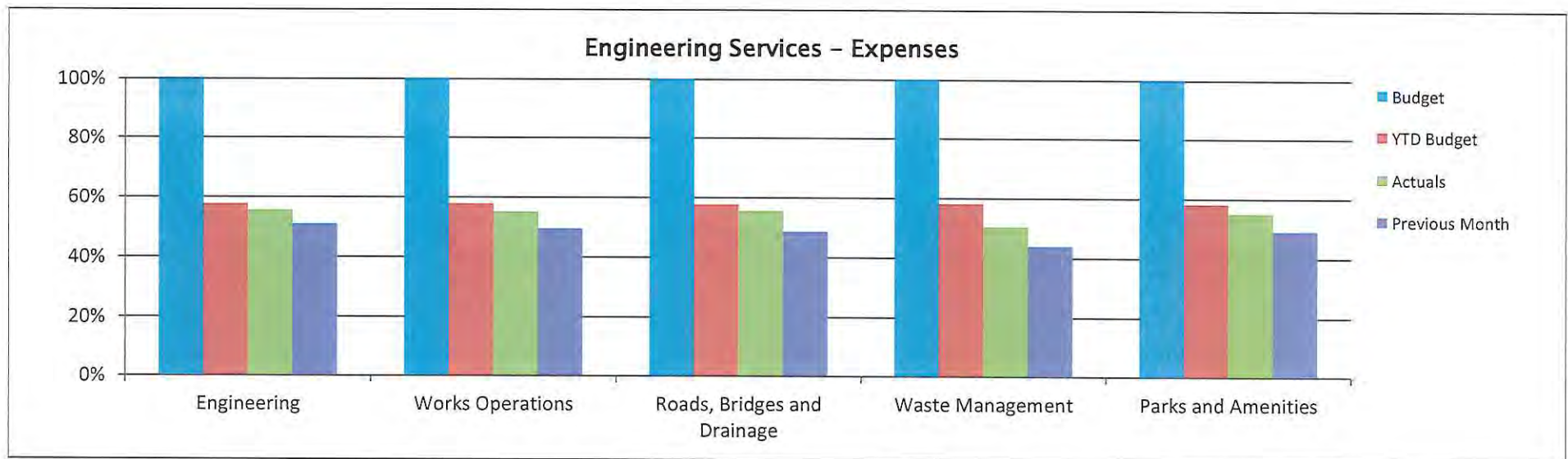


Variance

Engineering	Revenue under YTD budget – Timing – Engineering capital allocations and plant allocations behind budget.
Works Operations	Revenue under YTD budget – Timing – Works capital allocations and Private Works revenue behind budget.
Roads, Bridges and Drainage	Revenue under YTD budget – Timing – Capital grants and contributions not yet received.
Waste Management	Revenue under YTD budget – Mainly Resource Recovery Centre – Entry fees and scrap metal sales behind budget.
Parks and Amenities	Revenue over YTD budget – Proceeds on sale of property ahead of budget.

Finance Report – January 2016

ENGINEERING SERVICES	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
Expenses							
Engineering	1,406,000	811,900	783,067	716,963	28,833	622,933	56%
Works Operations	1,238,000	717,600	684,371	614,378	33,229	553,629	55%
Roads, Bridges and Drainage	6,900,000	3,992,470	3,846,232	3,369,991	146,238	3,053,768	56%
Waste Management	3,565,000	2,077,880	1,804,241	1,570,906	273,639	1,760,759	51%
Parks and Amenities	2,528,885	1,475,100	1,395,726	1,244,763	79,374	1,133,159	55%
	\$ 15,637,885	\$ 9,074,950	\$ 8,513,636	\$ 7,517,002	\$ 561,314	\$ 7,124,249	



Variance

Engineering	Expenditure under YTD budget – Timing – Mainly staff costs.
Works Operations	Expenditure under YTD budget – Timing of costs in general.
Roads, Bridges and Drainage	Expenditure under YTD budget – Timing of costs in general.
Waste Management	Expenditure under YTD budget – Garbage and recycling collection costs for November not received.
Parks and amenities	Expenditure under YTD budget – Timing of expenses mainly in Parks.

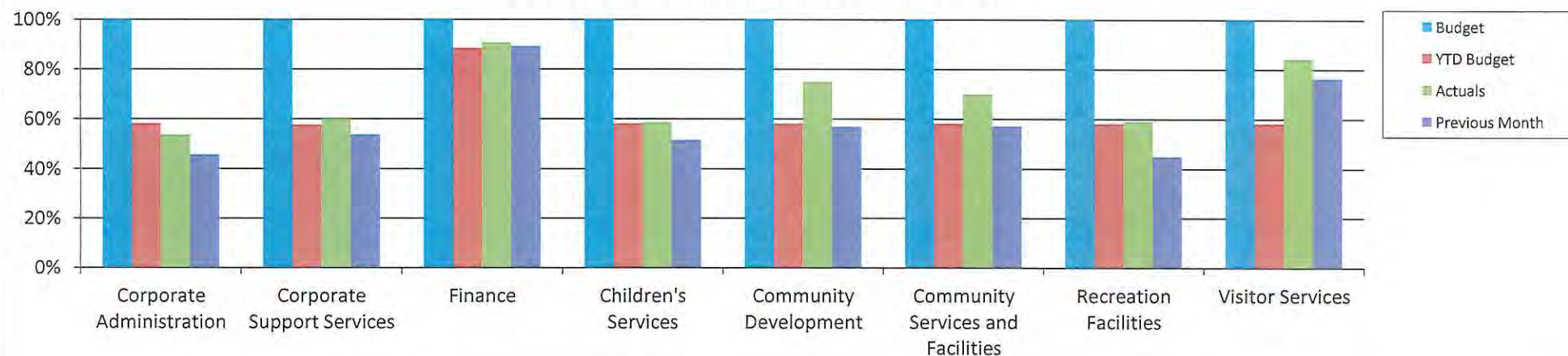
Finance Report – January 2016

CORPORATE & COMMUNITY SERVICES

Revenue

	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
Corporate Administration	(36,200)	(21,100)	(19,383)	(16,508)	(1,717)	(16,817)	54%
Corporate Support Services	(3,281,300)	(1,893,255)	(1,971,812)	(1,762,279)	78,557	(1,309,488)	60%
Finance	(18,378,000)	(16,287,750)	(16,681,434)	(16,391,571)	393,684	(1,696,566)	91%
Children's Services	(1,323,300)	(771,850)	(777,698)	(682,743)	5,848	(545,602)	59%
Community Development	(43,420)	(25,300)	(32,550)	(24,701)	7,250	(10,870)	75%
Community Services and Facilities	(1,090,950)	(636,160)	(763,903)	(624,762)	127,743	(327,047)	70%
Recreation Facilities	(500,500)	(291,775)	(296,184)	(225,081)	4,409	(204,316)	59%
Visitor Services	(134,200)	(78,300)	(112,998)	(102,350)	34,698	(21,202)	84%
	\$ (24,787,870)	\$ (20,005,490)	\$ (20,655,962)	\$ (19,829,994)	\$ 650,472	\$ (4,131,908)	

Corporate & Community Services – Revenue



Variance

Corporate Support Services

Revenue greater than YTD budget – Timing differences – labour on-costs ahead of budget.

Finance

Revenue greater than YTD budget – Rates received reflected as gross receipt.

Community Services and Facilities

Revenue greater than YTD budget – APHU change over receipts (offset by change over expenses).

Visitor Services

Revenue greater than YTD budget – Income from ticket sales greater than budget (offset by expenses).

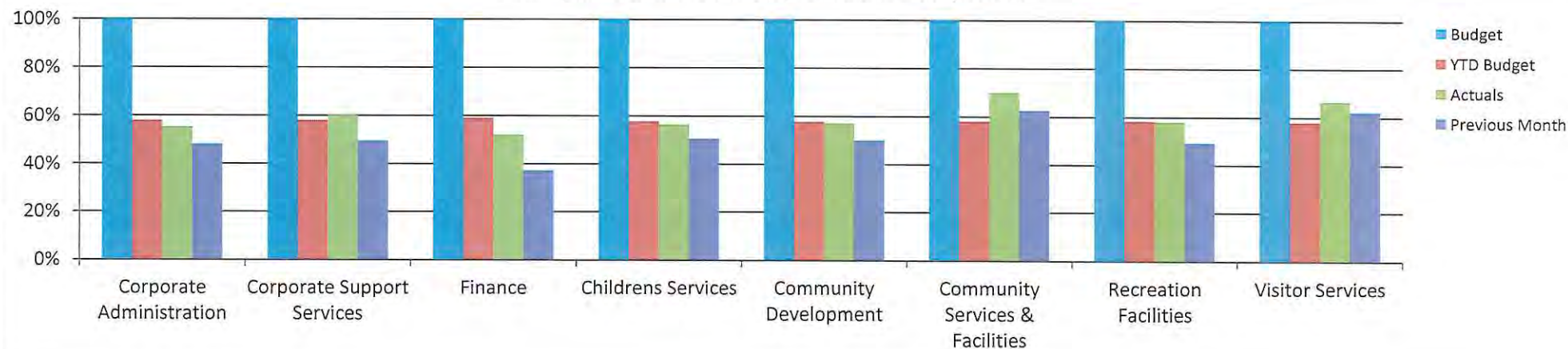
Finance Report – January 2016

CORPORATE & COMMUNITY SERVICES

Expenses

	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
Corporate Administration	693,200	402,090	382,251	333,922	19,839	310,949	55%
Corporate Support Services	4,095,300	2,382,025	2,476,948	2,028,637	(94,923)	1,618,352	60%
Finance	1,713,000	1,013,185	890,329	640,650	122,856	822,671	52%
Children's Services	1,319,300	764,210	746,371	668,231	17,839	572,929	57%
Community Development	714,420	413,455	408,868	357,919	4,587	305,552	57%
Community Services and Facilities	1,541,950	897,940	1,082,545	965,965	(184,605)	459,405	70%
Recreation Facilities	1,907,500	1,115,105	1,108,911	942,069	6,194	798,589	58%
Visitor Services	334,200	193,830	222,536	208,194	(28,706)	111,664	67%
	\$ 12,318,870	\$ 7,181,840	\$ 7,318,758	\$ 6,145,588	\$ (136,918)	\$ 5,000,112	

Corporate & Community Services – Expenses



Variance

Corporate Support Services

Actuals greater than YTD budget – Expenses ahead of budget – Renewal of annual licence fees.

Finance

Actuals less than YTD budget – Timing of expenses – Mainly Fire Service Contribution and Land Tax.

Community Services and Facilities

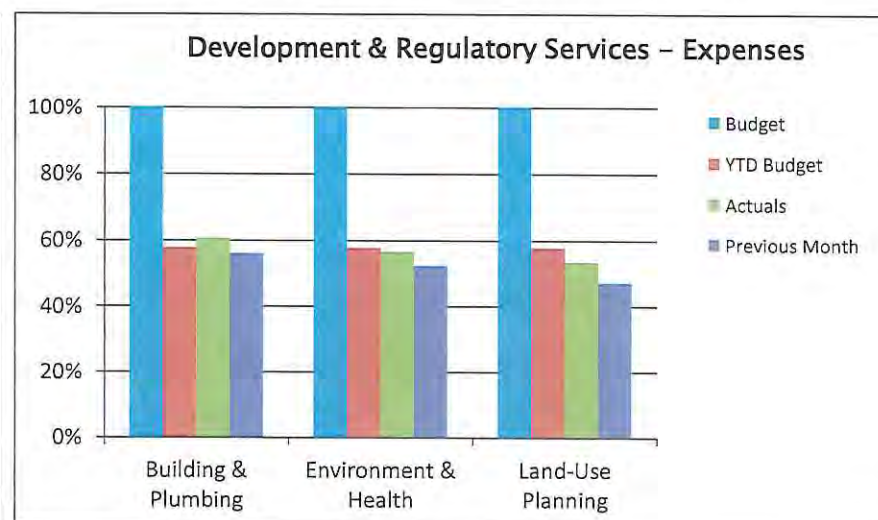
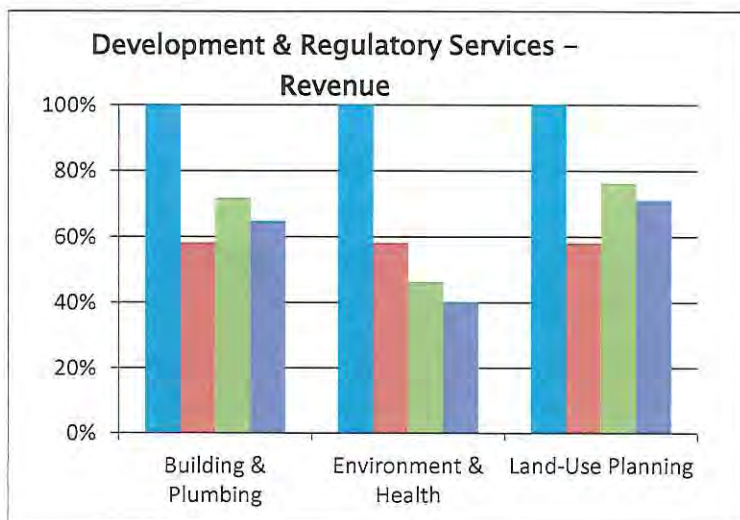
Actuals greater than YTD budget – Aged Persons Home Units change.

Visitor Services

Actuals greater than YTD budget – Payment for Aladdin & Vicar of Dibley productions ticket sales.

Finance Report – January 2016

DEVELOPMENT & REGULATORY SERVICES	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
Revenue							
Building and Plumbing	(294,000)	(171,550)	(211,129)	(190,201)	39,579	(82,871)	72%
Environment and Health	(70,000)	(40,850)	(32,429)	(27,952)	(8,421)	(37,571)	46%
Land-Use Planning	(157,250)	(91,745)	(119,887)	(111,904)	28,142	(37,363)	76%
	\$ (521,250)	\$ (304,145)	\$ (363,446)	\$ (330,058)	\$ 59,301	\$ (157,804)	
Expenses							
Building and Plumbing	578,000	334,530	350,714	324,256	(16,184)	227,286	61%
Environment and Health	355,000	205,150	200,939	185,662	4,211	154,061	57%
Land-Use Planning	561,250	324,510	299,869	264,870	24,641	261,381	53%
	\$ 1,494,250	\$ 864,190	\$ 851,521	\$ 774,788	\$ 12,669	\$ 642,729	



Variance

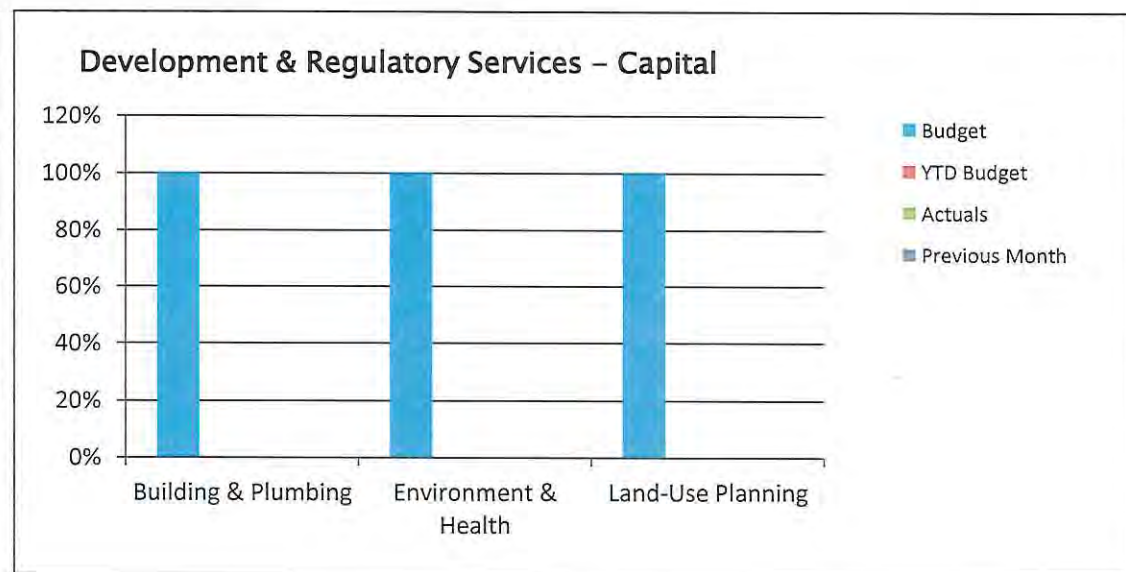
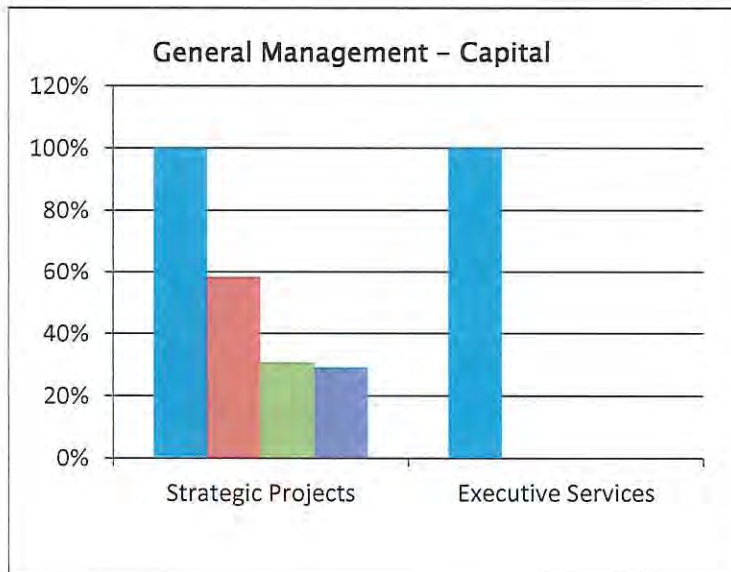
Building and Plumbing	Revenue greater than YTD Budget – Mainly inspection and connection fees; and building related fees.
Building and Plumbing	Expenses greater than YTD Budget – Building Levies and timing of staff costs.
Environment and Health	Revenue less than YTD Budget – Mainly licence fees and contributions not received as yet.
Environment and Health	Expenses greater than YTD Budget – Budget timing in general.
Land-Use Planning	Revenue greater than YTD Budget – Mainly valuation and subdivision fees.
Land-Use Planning	Expenses less than YTD Budget – Timing mainly related to staff costs and Rural Strategy.

Finance Report – January 2016

	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
GENERAL MANAGEMENT							
Strategic Projects	3,138,600	1,830,830	967,989	915,611	862,841	2,170,611	31%
Executive Services	-	-	-	-	-	-	0%
	\$ 3,138,600	\$ 1,830,830	\$ 967,989	\$ 915,611	\$ 862,841	\$ 2,170,611	

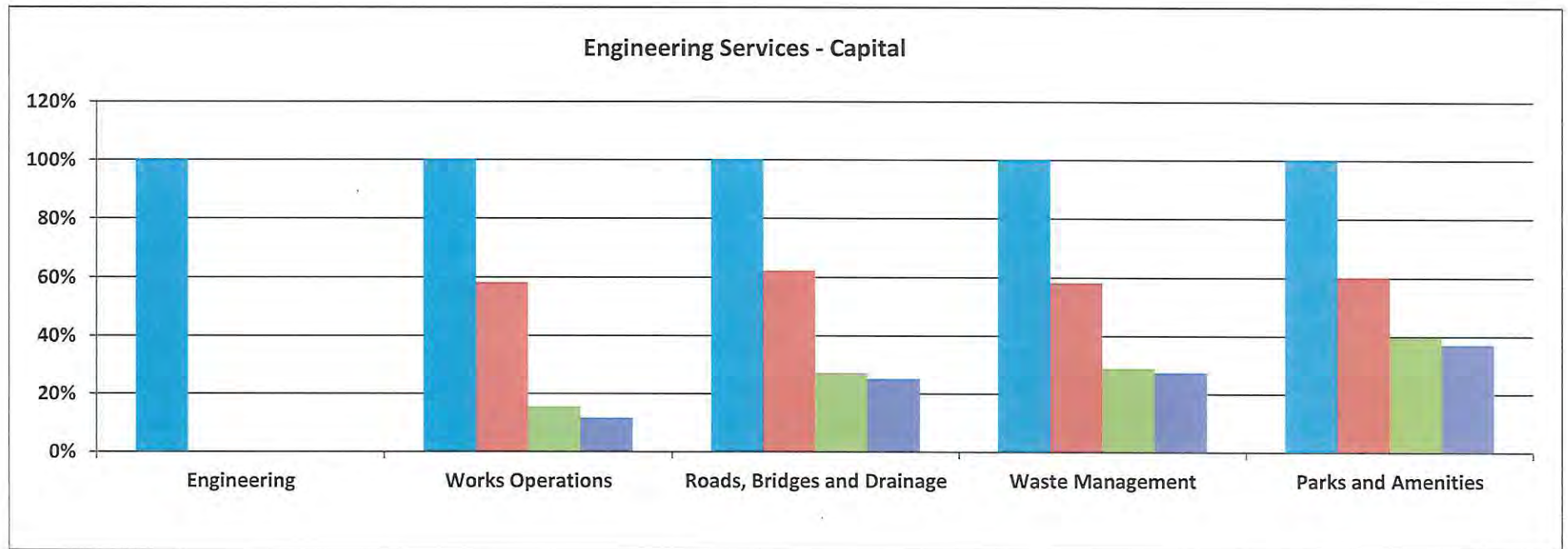
DEVELOPMENT & REGULATORY SERVICES

Building & Plumbing	-	-	-	-	-	-	0%
Environment & Health	30,000	-	-	-	-	30,000	0%
Land-Use Planning	-	-	-	-	-	-	0%
	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000	



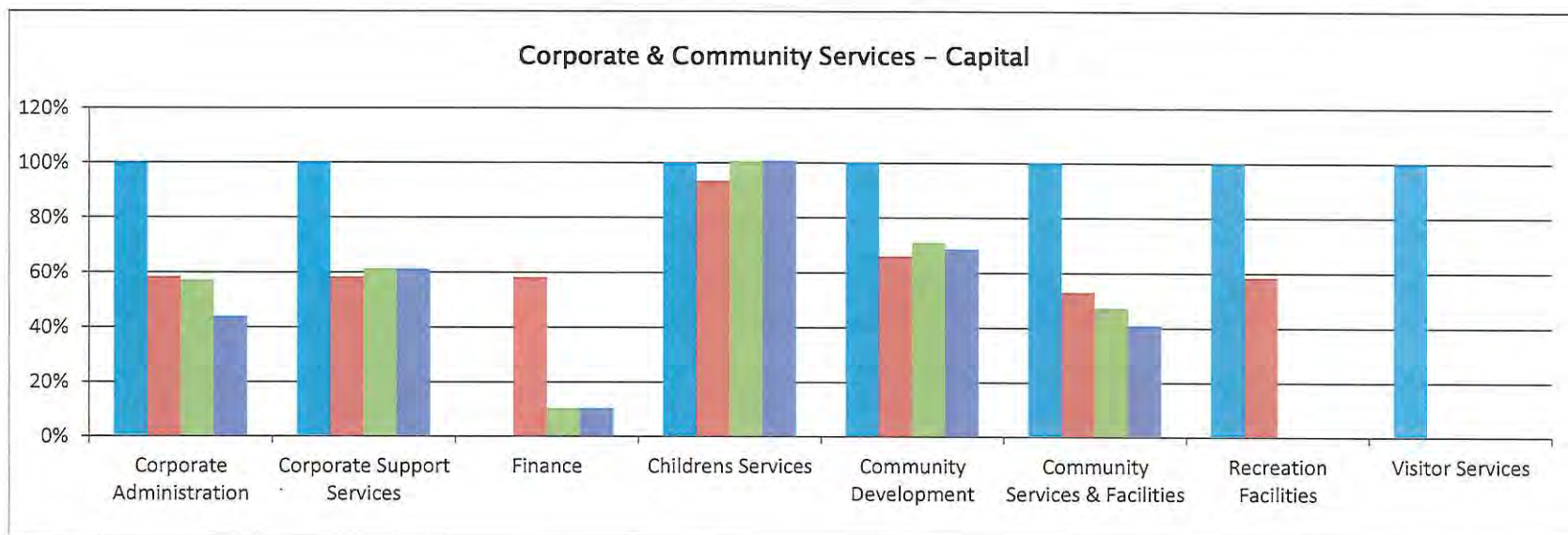
Finance Report – January 2016

	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
ENGINEERING SERVICES							
Engineering	90,000	–	–	–	–	90,000	0%
Works Operations	201,650	117,595	31,116	23,638	86,479	170,534	15%
Roads, Bridges and Drainage	7,161,000	4,456,290	1,948,465	1,804,578	2,507,825	5,212,535	27%
Waste Management	393,000	229,150	113,244	107,802	115,906	279,756	29%
Parks and Amenities	670,000	403,350	264,756	248,396	138,594	405,244	40%
	\$ 8,515,650	\$ 5,206,385	\$ 2,357,581	\$ 2,184,414	\$ 2,848,804	\$ 6,158,069	



Finance Report – January 2016

	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
CORPORATE & COMMUNITY SERVICES							
Corporate Administration	102,000	59,530	58,117	44,724	1,413	43,883	57%
Corporate Support Services	123,500	72,040	75,791	75,791	(3,751)	47,709	61%
Finance	–	–	–	–	–	–	0%
Childrens Services	35,000	20,400	3,592	–	16,808	31,408	0%
Community Development	258,000	240,930	259,658	260,243	(18,728)	(1,658)	101%
Community Services & Facilities	453,400	299,795	322,416	311,808	(22,621)	130,984	71%
Recreation Facilities	273,350	144,895	129,081	111,702	15,814	144,269	47%
Visitor Services	10,000	5,850	–	–	5,850	10,000	0%
	\$ 1,255,250	\$ 843,440	\$ 848,654	\$ 804,268	\$ (5,214)	\$ 406,596	



Strategic Projects
Works Operations
Roads, Bridges and Drainage
Waste Management
Parks and Amenities

Expenses less than budget – Timing of projects relating to the receipt of Grant income.
Expenses less than budget – Timing of projects relating to plant replacement and washdown bay.
Expenses less than budget – Timing of projects – Bigger road projects not commenced.
Expenses less than budget – Timing of projects at Resource Recovery Centre.
Expenses less than budget – Timing of projects – Mainly Cemeteries and Public Amenities.

BANK RECONCILIATION
FOR THE PERIOD 1 JANUARY TO 31 JANUARY 2016

Balance Brought Forward (31/12/2015)	11,821,928.99
Add, Revenue for month	1,067,667.97
	12,889,596.96

Less, Payments for month	2,038,602.91

Balance as at 31 January 2016	10,850,994.05

Balance as at Bank Account as at 31 January 2016	218,445.48
Less, Unpresented Payments	- 34,230.88

	184,214.60
Cash on Hand	- 41,350.08

Operating Account	142,864.52
Interest Bearing Term Deposits	10,708,129.53

	10,850,994.05



Andrea O'Rourke
ASSISTANT ACCOUNTANT

04-February-2016

Works Program 2015-2016

(Schedule indicates site construction only)

Task Name	Budget	Notes	Scheduling Comments	22/29	6/13	20/27	3/10	17/24	31/7	14/21	28/5	12/19	26/2	9/16	23/30	7/14	21/28	4/11	18/25	1/8	15/22	29/7	14/21	28/4	11/18	25/2	9/16	23/30	6/13	20/27	
Works Schedule 2015-2016	\$10,871,100																														
CAPITAL WORKS PROGRAM 2015-16	\$10,871,100																														
Strategic Projects	\$1,694,600																														
Reibey Street Beautification	\$113,000	Eastern Block	TasWater																												
Dial Regional Sports Complex	\$649,000	Design/Consultation...																													
Wongi Lane Bus Interchange	\$320,000																														
Leven River Seawall & Pathway	\$319,000																														
Wharf Mooring Bollards	\$40,000	Power & water																													
Hiscutt Park Pond	\$200,000	Siltation & weir improvements																													
Leven River Wharf - Pontoon	\$53,600	C/O																													
Property Management	\$527,000																														
Dial Road Development	\$422,000																														
East Ulverstone Industrial Estate	\$105,000																														
Works Depot	\$116,000																														
Painting Program	\$5,000																														
Office Building	\$25,000	External Refurbishment																													
Training/Meeting Room	\$20,000																														
Washdown Bay	\$66,000	Stage 1																													
Emergency Services	\$12,000																														
Buttons Creek - Flood Resilience Program	\$5,000																														
SES Building and Equipment	\$7,000																														
Roads - Urban Sealed	\$2,617,000																														
Street Resealing	\$50,000	Preparation Works																													
Street Resealing	\$190,000	Sealing Works																													
Traffic Management/Safety Improvements	\$18,000																														
Victoria Street Laneway	\$2,000																														
Hobbs Parade	\$362,000	Tasma Parade to Queen Street Rehab	Survey & Consultation																												
McDonald Street	\$310,000	Dunning Street to Leven Street	Transferred to Contract																												
Trevor Street	\$195,000	Laurel Place to Reservoir																													
Leighlands Avenue	\$175,000	Cluan Crescent to Tongs Court																													
Thomas Street	\$185,000	Leighlands Avenue to Cluan Crescent																													
Ironcliffe Road Retaining Wall	\$80,000	No.58 replacement																													
Safe Cycling Routes	\$5,000																														
Railway Crossings	\$39,000	Crossing improvements - Sulphur Creek	DSG & TasRail approval																												
Kerb Ramp Improvements	\$42,000																														
Crescent Street/Reibey Street/Kings Parade	\$104,000																														
Kings Parade/Queen's Gardens	\$250,000																														
Queen Street	\$190,000	Blackspot Project																													
Jermyn Street/Leven Street Intersection	\$230,000	Blackspot Project																													
Main Road Pedestrian Crossing	\$190,000	Vulnerable Road User																													
Roads - Rural Sealed	\$2,146,000																														
Road Resealing	\$100,000	Preparation Works																													
Road Resealing	\$526,000	Sealing Works																													
Pine Road Geofabric Reseal	\$105,000	Sealing Works																													
Raymond Road Landslip	\$10,000																														
Penguin Road Landslip	\$50,000	Lonah																													
South Road Guardrail	\$35,000	No.530 Extension																													
Gunns Plains Road	\$200,000	Bank Stabilisation																													
Raymond Road Landslip	\$90,000	West																													
Raymond Road Parking	\$5,000	Preston Falls																													
Nine Mile Road	\$1,000,000	Widening & Safety Improvements	Transferred to Contract																												
Intersection Improvements	\$20,000	Ironcliffe Road/Gardiner Place Bench																													
Traffic Management	\$5,000																														
Footpaths	\$417,000																														
Dial Street	\$3,000	Interpretation signage																													
Victoria Street	\$184,000	The Quadrant to Patrick Street - West Side																													
Midway Point	\$30,000	Link Formation - Preservation Drive																													
West Ulverstone Shared Pathway	\$80,000	Complete link behind tennis courts																													
Arnold Street	\$30,000	Northern end																													
Reibey Street	\$40,000	Paver Replacement	Moved to coincide with electrical work																												
Trevor Street	\$50,000	East of Lovett St															</														

Works Program 2015-2016

(Schedule indicates site construction only)

Status	Task Name	Budget	Notes	Scheduling Comments	22/29	6/13	20/27	3/10	17/24	31/7	14/21	28/5	12/19	26/2	9/16	23/30	7/14	21/28	4/11	18/25	1/8	15/22	29/7	14/21	28/4	11/18	25/2	9/16	23/30	6/13	20/27
	West Ulverstone Recreation Ground	\$80,000	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	Ongoing Negotiations with Stakeholders																											
	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	\$393,000																													
	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	\$2,000	Environmental Improvements																												
	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																												
	Parks Asset Renewals	\$7,000	Taylors Flats - BBQ, Car Barriers - Johnsons B																												
	Fairway Park - Beach Road	\$10,000																													
	Beach Access Upgrades	\$10,000																													
	Flagpole Replacements	\$5,000																													
	Park Signage Upgrade	\$10,000																													
	Heybridge Playground	\$60,000																													
	Nicholsons Point Redevelopment - Stage 2	\$20,000																													
	Industrial Estate	\$15,000	Greenbelt																												
	Forth Recreation Ground	\$10,000	Tree Planting																												
	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																													
	Public Amenities	\$234,000																													
	Toilet Refurbishments	\$30,000																													
	Bus Shelter Renewals	\$10,000																													
	Coles Toilet Renewal	\$120,000																													
	Nicholsons Point Boat Ramp	\$25,000																													
	Toilet Furniture Upgrade	\$5,000																													
	Public Toilets	\$5,000	Minor Works External																												
	Drinking Water Stations	\$6,000																													
	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																													
	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																													

(Schedule indicates site construction only)

Date: Thu 4/02/16 + Task Progress