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**Minutes of an ordinary meeting of the Central Coast Council held in the Council Chamber at the Administration Centre, 19 King Edward Street, Ulverstone on Monday, 16 September 2013 commencing at 6.00pm.**

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**Councillors attendance**

Cr Jan Bonde (Mayor)	Cr John Bloomfield
Cr Lionel Bonde	Cr Shane Broad
Cr Garry Carpenter	Cr Amanda Diprose
Cr Gerry Howard	Cr Rowen Tongs
Cr Tony van Rooyen	Cr Philip Viney

**Councillors apologies**

Cr Kathleen Downie and Cr Cheryl Fuller (Deputy Mayor)

**Employees attendance**

General Manager (Ms Sandra Ayton)  
Director Corporate & Community Services (Mr Cor Vander Vlist)  
Director Development & Regulatory Services (Mr Paul Bidgood)  
Director Engineering Services (Mr Bevin Eberhardt)  
Executive Services Officer (Miss Lisa Mackrill)  
Land Use Planning Group Leader (Mr Ian Sansom)

**Media attendance**

The Advocate newspaper.

**Public attendance**

Two members of the public attended during the course of the meeting.

**Prayer**

The meeting opened in prayer.

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## CONFIRMATION OF MINUTES OF THE COUNCIL

### 255/2013 Confirmation of minutes

The Executive Services Officer reported as follows:

“The minutes of the previous ordinary meeting of the Council held on 19 August 2013 have already been circulated. The minutes are required to be confirmed for their accuracy.

The *Local Government (Meeting Procedures) Regulations 2005* provide that in confirming the minutes of a meeting, debate is allowed only in respect of the accuracy of the minutes.”

- Cr Viney moved and Cr Tongs seconded, “That the minutes of the previous ordinary meeting of the Council held on 19 August 2013 be confirmed.”

Carried unanimously

## COUNCIL WORKSHOPS

### 256/2013 Council workshops

The Executive Services Officer reported as follows:

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

- . 26.08.2013 – Android tablet application training
- . 02.09.2013 – Record keeping requirements in relation to Councillors
- . 09.09.2013 – Merv Wright Memorial Fountain / Public Toilet Plan / Interim Planning Scheme.

This information is provided for the purpose of record only.”

- Cr Howard moved and Cr (L) Bonde seconded, “That the Officer’s report be received.”

Carried unanimously

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## MAYOR'S COMMUNICATIONS

### 257/2013 Mayor's communications

The Mayor reported as follows:

"I now take this opportunity to present Mr Bevin Eberhardt with a Certificate of Appointment as the Council's Municipal Emergency Management Coordinator for a period of two years, in accordance with s.23 of the *Emergency Management Act 2006*.

I note that the letter of appointment from David O'Byrne MP, the Minister for Police and Emergency Management states that, 'The position of Municipal Emergency Management Coordinator carries with it very important responsibilities for emergency management in the municipal area. These responsibilities require commitment and energy and I know that you have both of these attributes and that your community will be well served by your appointment.'

Mr Paul Breaden was presented with his Certificate of Appointment as the Council's Deputy Municipal Emergency Management Coordinator by Mr Wayne Richards of the SES at a meeting of the Mersey-Leven Municipal Emergency Management Committee on 11 September 2013."

### 258/2013 Mayor's diary

The Mayor reported as follows:

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

- . Ulverstone Meals on Wheels - annual general meeting
- . Mersey Leven Liquor Accord - meeting
- . Ulverstone History Museum - grant announcement by Sid Sidebottom MP
- . Cradle Coast Authority - Representatives Group meeting (Burnie)
- . Tasmanian Women in Agriculture - guest speaker at Honour Roll celebration lunch
- . Ulverstone Basketball Association Inc. - Club celebration evening
- . Central Coast Chamber of Commerce and Industry - annual general meeting and dinner
- . Local Government Association of Tasmania - General Management Committee meeting (Hobart)
- . Premier's Local Government Council - meeting (Hobart)
- . Community Safety Partnership Committee - meeting

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- . Radio 7AD – community reports
  - . Cradle Coast Authority – Waste Governance and Management Project, Stakeholder Briefing (Devonport)
  - . Food Network Forum – The benefits of doing business online (Latrobe)
  - . Farewell afternoon tea for Sue Atkinson (Cultural Facilities Assistant)
  - . The Advocate Newspaper, Burnie Better Futures Local Solutions, Cradle Coast Authority – \$25 million jobs in 100 days launch
  - . Cradle Coast Authority – Organisational renewal meeting (Burnie)
  - . The Advocate Newspaper – Here & Proud Forum: Is Food and Farming our Future? (Burnie)
  - . Food Network Group – meeting
  - . PICSE-UTAS Science and Engineering Investigation Awards (Burnie)
  - . Mount St Vincent Nursing Home – Elvie Page celebration
  - . Business visit – Deegan Marine
  - . HMAS Bataan Veterans Association of Australia – Memorial service and dinner
  - . Mersey-Leven Emergency Management Committee – meeting (Sheffield)
  - . Penguin Football Club – annual presentation dinner.”

Cr van Rooyen reported as follows:

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

- . West Ulverstone Football Club – annual dinner.”

Cr (L) Bonde reported as follows:

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

- . Ulverstone Municipal Band – annual dinner.”

Cr Howard reported as follows:

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

- . Darwin Football Association – annual dinner.”

■ Cr Diprose moved and Cr Carpenter seconded, “That the Mayor’s and Cr van Rooyen’s, Bonde’s and Howard’s reports be received.”

Carried unanimously

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**259/2013 Pecuniary interest declarations**

The Mayor reported 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 reported as follows:

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

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

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

No interests were declared at this time.

**260/2013 Public question time**

The Mayor reported 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 2005* and the supporting procedures adopted by the Council on 20 June 2005 (Minute No. 166/2005).”

**COUNCILLOR REPORTS**

**261/2013 Councillor reports**

The Executive Services Officer reported as follows:

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“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.”

Cr Carpenter reported on the recent AGM of the Caves to Canyon Tourism Association.

### **APPLICATIONS FOR LEAVE OF ABSENCE**

#### **262/2013 Leave of absence**

The Executive Services Officer reported 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.”

### **DEPUTATIONS**

#### **263/2013 Deputations**

The Executive Services Officer reported as follows:

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

### **PETITIONS**

#### **264/2013 Petitions**

The Executive Services Officer reported as follows:

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

## COUNCILLORS' QUESTIONS

### 265/2013 Councillors' questions without notice

The Executive Services Officer reported as follows:

“The *Local Government (Meeting Procedures) Regulations 2005* provide as follows:

- ‘29 (1) A councillor at a meeting may ask a question without notice of the chairperson or, through the chairperson, of –
- (a) another councillor; or
  - (b) the general manager.
- (2) In putting a question without notice, 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 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 may decline to answer the question.
- (5) The chairperson may refuse to accept a question 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.
- (7) The chairperson may require a councillor to put a question without notice in writing.’

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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 sub regulation (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... may decide at an ordinary meeting to deal with a matter that is not on the agenda if the general manager has reported –
  - (a) the reason it was not possible to include the matter on the agenda; and
  - (b) that the matter is urgent; and
  - (c) that (qualified) advice has been provided under section 65 of the Act.'

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.”

The allocation of topics ensued.

### **266/2013 Councillors' questions on notice**

The Executive Services Officer reported as follows:

“The *Local Government (Meeting Procedures) Regulations 2005* provide as follows:

‘30 (1) A councillor, at least 7 days before an ordinary meeting of a council or council committee, 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.

A question on notice has been received from Cr Fuller and is listed at Minute No. 273/2013.”

**DEPARTMENTAL BUSINESS**

DEVELOPMENT & REGULATORY SERVICES

**267/2013 Development & Regulatory Services determinations**

The Director Development & Regulatory Services reported as follows:

“A Schedule of Development & Regulatory Services Determinations made during the month of August 2013 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reported as follows:

“A copy of the Schedule has been circulated to all Councillors.”

■ Cr (L) Bonde moved and Cr Viney seconded, “That the Schedule of Development & Regulatory Services Determinations (a copy being appended to and forming part of the minutes) be received.”

Carried unanimously

**268/2013 Council acting as a planning authority**

The Mayor reported as follows:

“The *Local Government (Meeting Procedures) Regulations 2005* 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 Development & Regulatory Services has submitted the following report:

‘If any such actions arise out of Minute No’s 269/2013, 270/2013 and 272/2013, 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 reported as follows:

“Councillors are reminded that the *Local Government (Meeting Procedures) Regulations 2005* 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.”

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

Carried unanimously

### **269/2013 Draft Central Coast Interim Planning Scheme 2013 (349/2012 - 17.12.2012)**

The Director Development & Regulatory Services reported as follows:

#### *PURPOSE*

The purpose of this report is to consider a resolution to amend the draft Central Coast Interim Planning Scheme 2013 (the Scheme), in accordance with the direction of the Minister for Planning (the Minister).

#### *BACKGROUND*

The nine councils of the Cradle Coast region each prepared an interim planning scheme for their municipal areas, in accordance with their obligations under the Memorandum of Understanding agreed to with the State Government in 2009. Those interim planning schemes were submitted to the Tasmanian Planning Commission (TPC) in December 2012.

The Minister has responded to the Scheme directing that numerous matters be amended by the Council, in accordance with his powers under s.30D(6) of the *Land Use Planning and Approvals Act 1993* (LUPAA).

It is the Minister’s intention to declare the Scheme after the amendments have been completed.

The proposed timetable for completion of the required amendments, together with the Council’s resolution, by all councils of the region is 23 September 2013. This window of opportunity would enable declaration by the Minister during October 2013, followed by a public notification period.

If notification occurs later than the end of October 2013 the period for public comment would likely fall over the Christmas–January 2014 holiday period which would leave the process open to criticism. Avoiding this period would require notification between February and March 2014.

A meeting of the Regional Planning Initiative's Steering Committee Chairman and Project Co-ordinator, together with the Cradle Coast Authority's elected representatives (Mayors and Deputy Mayors) was held on 23 August 2013 to discuss the Minister's notice and the next phase of the project. Principal outcomes of that meeting are reported to be:

- (a) General acceptance that there is limited, if any, benefit in resisting the Minister's directions; and that the public notification and hearing process provides a more constructive and receptive environment in which to pursue any matter that may be excluded by the amendments required to satisfy the Minister's notice.
- (b) Strong mood of support to get on with the job and bring the Scheme to declaration and complete the public notification period before the end of 2013.
- (c) A clear understanding that each council must make a resolution to submit a final draft plan and finalise all its documents as early as possible before the end of September 2013.
- (d) Strong support for coordination on the periods and processes for notification and hearing; and an awareness of the divisions and delays occasioned by the fragmented approach occurring in the North.
- (e) Support and respect for the task assigned by the Minister to the Steering Committee to oversight compliance of the final draft Scheme to the s.30D(6) notices.
- (f) Interest in the use of 'Planning Schemes Online' [the TPC'S content management system (CMS) and ENQUIRY) for presentation and access to planning scheme documents.
- (g) Genuine appreciation for the continuing commitment and effort made by the Steering Committee and the Planners Reference Group.

*Required amendments –*

There are two levels of required amendments contained in the Minister's notice – Part A which is common regional provisions, and Part B which is local provisions applicable to particular planning schemes.

There are seven regional amendments that need to be agreed to by the Council but will be made by the Project Co-ordinator. The local provision amendments, of

which there are 13, will be made by councils. All amendments will be entered into the TPC's CMS by the Project Co-ordinator.

Longer term, all approved amendments to planning schemes will be undertaken by the TPC. Access to the Council's planning scheme would be through the TPC's website.

*Process –*

The approval process for interim planning schemes is outlined in the following diagram provided by the TPC. The essential stages of the process are:

- . submission of draft schemes to the Minister;
- . declaration of schemes by the Minister;
- . public exhibition of draft schemes;
- . TPC conduct of hearings;
- . approval of final schemes by the Minister.

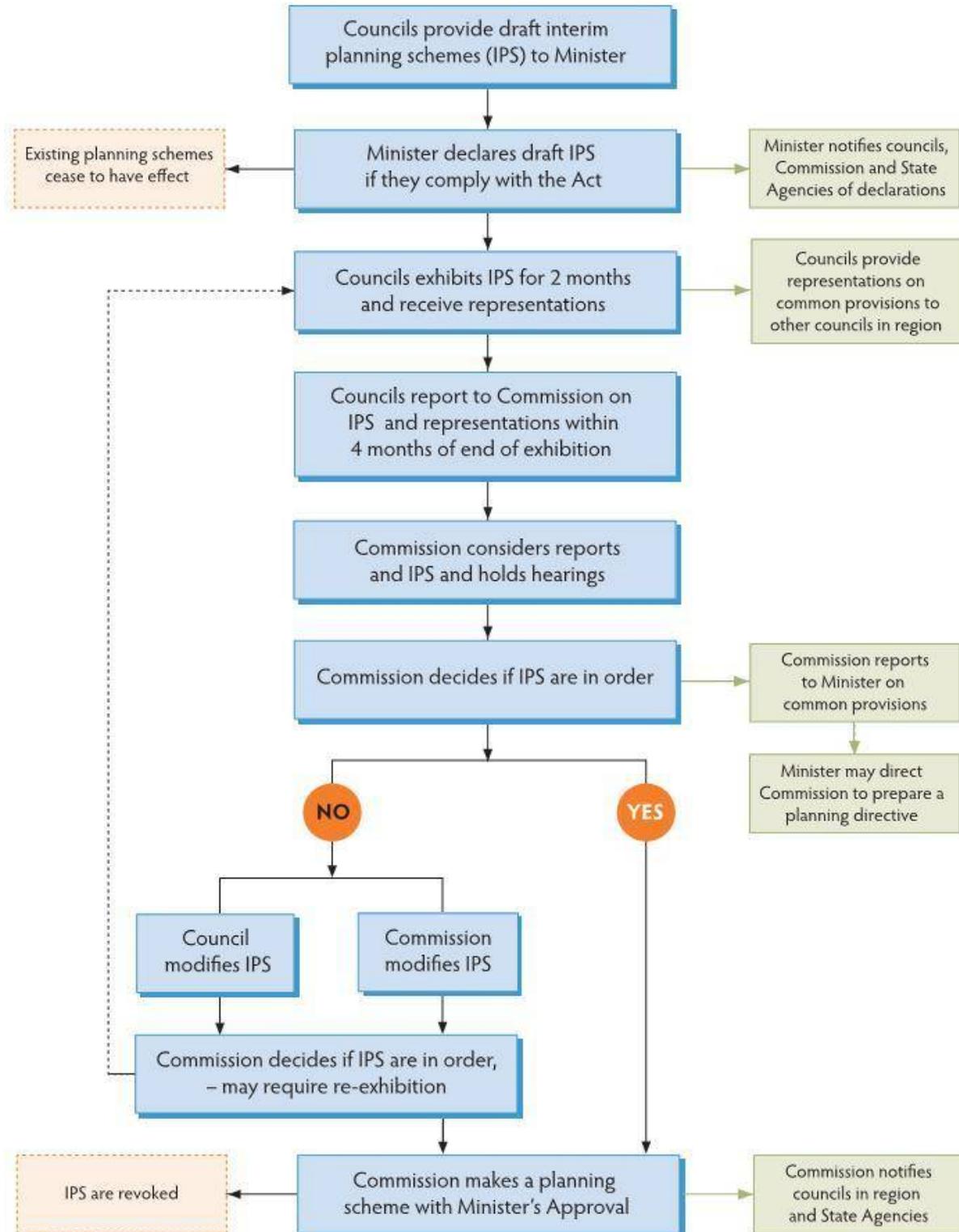


Figure 1 - interim scheme process (TPC)

### *Draft resolution –*

A resolution by the Council to amend the Scheme in accordance with the Minister's directions under s.30D(7) of LUPAA, is required by way of formal response to the Minister.

Required changes would be completed and, subject to the General Manager's endorsement that such changes are consistent with the Council's resolution, forwarded to the TPC.

Completion of the amendments is necessary in order for the Minister to declare the Scheme.

If the Council refuses to amend the draft Interim Planning Scheme, the most likely response would be that the Minister would direct the TPC to make the required amendment and then declare the Scheme, followed by public notification.

The Council could still object to the changes made by the TPC and would be afforded the opportunity to argue its case through the hearings process.

The consequence of this approach would be a three or four month extension of time in the process (notification would likely be delayed until February) and the integrated regional approach involving the other councils would be fractured.

### *Staff role –*

If or when the amendments required by the Minister are made, land owners whose development rights are affected, e.g. through removal of existing subdivision and development potential, would need to be advised and afforded the opportunity to present their case to the TPC through a hearing. Council staff would prepare and execute an integrated communications strategy involving such measures as letters, press releases, radio interviews, community workshops and public notices.

Staff would also be active in preparing cases on the matters of concern to the Council and arguing those cases in TPC hearings.

### *DISCUSSION*

A decision by this Council, or any other council in the region, to refuse to make amendments required by the Minister, would result in delaying the process for introduction of the Scheme, or possibly all nine interim planning schemes, and would undermine what has thus far been a successful and co-operative regional approach.

The Minister's directions on regional provisions relate to matters that are common to all nine planning schemes in the region. They have been considered by the Planners Reference Group which agreed that the changes should be made and if necessary any debate about them could occur in a hearing following the public notification period.

The Minister's directions regarding local provisions are categorised into two main groups:

- . Minor – drafting and text corrections – not contentious; and
- . Significant – departures from current policy – contentious and with an argument to be made.

The 'Significant' category of directions are matters on which the Council is in disagreement and regarding which the views of the TPC should be tested. The appropriate forum for debating and resolving these matters is a hearing. Hearings to consider submissions received during the public notification period must be held by the TPC, in accordance with s.30K of LUPAA.

In order to have a matter included in a hearing the Council would need to lodge its own submission following notification.

If the Council does not agree to amend the Scheme in accordance with the notice and the Minister directs the TPC to make the required amendments, the Council could miss the current window of opportunity to have the notification and submissions processes completed by the end of this year. This would result in a longer timeframe within which final approval is ultimately granted and would likely involve an increase in staff time and costs.

#### *CONSULTATION*

There is no requirement to notify the draft Interim Planning Scheme at this stage. Notification will follow the Minister's declaration of the Scheme.

#### *RESOURCE, FINANCIAL AND RISK IMPACTS*

The application will impact on staff time and administrative costs associated with the statutory processes involved in the process. No other impact on resources is anticipated.

#### *CORPORATE COMPLIANCE*

The Central Coast Strategic Plan 2009–2014 includes the following strategies and key actions:

### Council Sustainability and Governance

- Improve corporate governance
- Improve service provision
- Effective communication and engagement
- Strengthen local–regional connections.

### *CONCLUSION*

The councils of the region have demonstrated their desire to work co-operatively in progressing the interim planning scheme process. The submission of all nine interim planning schemes to the TPC at the end of 2012 was an impressive achievement and an example to the other regions.

Progressing the interim planning scheme process to the next stages of notification, receipt of public submissions and conduct of hearings is considered to be the most effective and efficient way to obtain the TPC’s final approval for all nine planning schemes.

The matters on which the Council takes issue are land use considerations that should be tested and argued in a hearing, which the process accommodates. In order to have the matters listed for hearing, the Council would need to make a submission during the notification period.

Refusing to make the amendments required by the Minister would not achieve any obvious advantage, and would likely result in a disadvantage to the Council and the region.

### *Recommendation –*

It is recommended that, in accordance with s.30D(7) of LUPAA the Council modify the draft Central Coast Interim Planning Scheme 2013 in accordance with the directions specified in the s.30D(6) notice issued by the Minister on 7 August 2013 and provide to the Minister the final draft Central Coast Interim Planning Scheme 2013 with a request that the Scheme be declared.”

- Cr Broad moved and Cr Carpenter seconded, “That, in accordance with s.30D(7) of the *Land Use Planning and Approvals Act 1993*, the Council modify the draft Central Coast Interim Planning Scheme 2013 in accordance with the directions specified in the s.30D(6) notice issued by the Minister for Planning on 7 August 2013 and provide to the Minister the final draft Central Coast Interim Planning Scheme 2013 with a request that the Scheme be declared.”

Voting for the motion  
 (7)  
 Cr (J) Bonde  
 Cr Bloomfield  
 Cr Broad  
 Cr Carpenter  
 Cr Diprose  
 Cr Tongs  
 Cr Viney

Voting against the motion  
 (3)  
 Cr (L) Bonde  
 Cr Howard  
 Cr van Rooyen

Motion Carried

**270/2013 Combined application for a Planning Scheme Amendment and Business and professional services (consulting rooms) at 4 Eastland Drive, Ulverstone – Application No. DA213024**

The Director Development & Regulatory Services reported as follows:

“The Town Planner has prepared the following report:

<i>‘DEVELOPMENT APPLICATION NO.:</i>	DA213024 (Amendment No. 5/2013)
<i>PROPOSAL:</i>	Planning Scheme Amendment and Business and professional services [consulting rooms (eye clinic)]
<i>APPLICANT:</i>	GHD Pty Ltd
<i>LOCATION:</i>	4 Eastland Drive, Ulverstone
<i>ZONE:</i>	Residential
<i>PLANNING INSTRUMENT:</i>	<i>Central Coast Planning Scheme 2005 (the Scheme)</i>
<i>LEGISLATION:</i>	<i>Land Use Planning and Approvals Act 1993 (LUPAA)</i>

*PURPOSE*

The purpose of this report is to consider an application for professional consulting rooms (eye clinic) and an amendment of the Scheme. The amendment of the Scheme is to make consulting rooms a discretionary use class on this site. It would effectively operate as a Specified Departure provision.

### *BACKGROUND*

The site is currently zoned Residential and is located in a predominantly suburban residential area. The closest non-residential uses in the immediate area are 200m away at the Woolworths Service Station and the professional consulting rooms on the opposite side of Eastland Drive from the Woolworths Service Station.



The site was previously used as a service station; the former service station building remains on site. The site has been vacant for some years and the former service station use is deemed to have been abandoned under s.20(4) of LUPAA.

The site was previously zoned Business (BB) – Satellite under the former *Central Coast S.46 Planning Scheme No.1 of 1993*. When the current Scheme came into operation the site was zoned Residential. Since this time the site has been used informally for the sale of vehicles. The site has also been the subject of two unsuccessful applications to amend the Scheme to allow development of a bottle-shop on the site.

The first of those applications was to rezone the site to Local Business and development of a bottle-shop. The Council initiated and certified the draft Amendment to the Scheme (Minute No. 150/2011 – 16.05.2011) but the application was refused by the Tasmanian Planning Commission (TPC) on 3 November 2011 for the following reason:

“The site at 4 Eastland Drive is not an appropriate location for the Local Business Zone and the full range of uses and developments allowable in that zone. It follows that the amendment should be rejected and the associated permit refused.”

The second application was lodged on 8 March 2012 and proposed a Specified Departure to the Residential Zone which would allow development of a bottle-shop on that site. The Council made a decision to refuse the application (Minute No. 130/2012 – 21.05.2012) because it was not consistent with LUPAA or the Scheme.

A report prepared in December 2005 concluded that there was some evidence of fuel leakage in the soil from service lines to the fuel pumps. The level of contamination was below the threshold level for further investigation as outlined in the Department of Primary Industries, Water and Environment Information Bulletin No. 109. The three former underground fuel storage tanks, situated on the eastern side of the site have recently been removed and the site is being tested.

*DISCUSSION*

*Combined amendment proposal –*

This report will first consider the impact and appropriateness or otherwise, of the proposed development and then whether the proposed Scheme Amendment for the site to accommodate the development is consistent with LUPAA.

*Proposed development –*

Annexure 1 is a copy of the application including plans of the proposed development. In summary it is a 58m<sup>2</sup> extension and internal alterations to the existing 143m<sup>2</sup> vacant service station building. The existing concrete area behind the building is proposed for parking of up to 14 vehicles. Access to the site is proposed to be a two lane entry and exit point from Main Street.

The extension is on the north-eastern side of building. The art deco style parapet of the existing building will continue and fold around the extension. The extension will also use moulded bricks and rounded corners to match the existing building. An awning signifies the new sliding door entry via a disability ramp.

A 36.24m long and 1.5m high iron fence is proposed along the Eastland Drive frontage. The fence returns down the Main Street frontage and ends at the existing service station building. Behind the fence, a landscaped garden bed is proposed. The applicant has provided the following examples of fencing and landscaping:



The applicant proposes signage that is similar to existing signage for an eye clinic in Launceston as pictured below.



The signage is proposed to be 1.6m wide, 800mm high and 1.6m from the ground at the highest point and it is to be located on the Main Street frontage. These dimensions comply with the signage requirements of the Scheme.

The applicant has indicated an intention to remove the existing pole sign in the road reservation on the Main Street/Eastland Drive intersection. This is appropriate because such signage is prohibited in road reservations and because it is not consistent with the character of the area. Accordingly, the following condition is proposed:

- The existing pole sign at the western corner of the site is to be removed and the concrete surface reinstated so as not to pose a pedestrian hazard, to the satisfaction of the Council's Director Engineering Services.

*1 Impact of proposed development –*

Issues relating to the impact of the proposed development include:

- (a) Residential amenity;
- (b) Pedestrian and traffic safety;
- (c) Vehicle parking;
- (d) Streetscape character;
- (e) Heritage significance;
- (f) Site contamination.

These issues are discussed below.

(a) *Residential amenity* –

The potential impacts on the amenity of nearby residents include:

- . The impact on neighboring properties of noise and light generating activities on the site.
- . The impact on the local residential area of increased traffic and associated traffic noise.

(i) *Noise generating activities on site* –

The most significant noises emanating from the site are likely to be from vehicles. Vehicle noises include cars entering and leaving the site; the opening and closing of car doors and engine starts. These noises would mostly affect the residents of 6 Eastland Drive and 93 Main Street. Both dwellings would be within 8m of the closest car parking space.

Vehicle noise is likely to be limited to the opening hours of the eye clinic. The application proposes opening hours between 7.00am and 9.00pm, seven days per week as per the Acceptable Solution (AS) in the Scheme for non-residential uses (6.3.1 A1). However, in practice, it is more likely that opening hours would be between Monday to Friday, 8.00am to 7.00pm. The application states that traffic generation would mostly be during a four hour afternoon consultation period when there may be 30 vehicles attending the site. Delivery vehicles are expected to be once per week and outside the afternoon consultation period.

It is considered that the impact of noise from the site is likely to be low because the traffic activity is low and mostly occurs during the daytime. It is also considered that the 2m high sheet metal fence along the shared side boundaries of the two properties is likely to reduce noises emanating from vehicles.



*(ii) Increased traffic in the local residential area –*

Any activity on the site is likely to lead to some increase in through traffic in the local residential area. Through traffic would mostly include clients and employee cars.

Eastland Drive carries up to 1,295 vehicles per hour. Main Street carries up to 245 vehicles per hour. The traffic movements on and off the site are estimated at 15 per hour. If five vehicles utilise Main Street and 10 utilise Eastland Drive, the impact of additional car traffic on Eastland Drive and Main Street is unlikely to be noticeable. The expected increases in traffic numbers are also unlikely to be noticeable on nearby streets.

It is doubtful that increased traffic in the local residential area as a result of the proposed development would be sufficient to cause any material loss of residential amenity.

*(iii) Light spillage –*

The plan provides no details about lighting of the site. There is an existing light tower located on the south-eastern boundary that faces towards the existing service station building. If used for security purposes illumination is likely to extend all night. Such illumination is likely to be detrimental to residential amenity even though the lights may not face directly towards individual dwellings.

The applicant advises that it is unlikely that the light tower will be used but would like to retain the option if possible. It is considered that such lighting would be inconsistent with the provision of a high standard of residential amenity and that if security lighting was sought, it would need to be less obtrusive than lighting in the form of a light tower. Accordingly, the following condition is proposed:

- External lighting must not spill on to adjoining properties in a way that is inconsistent with the Australian Standard AS 4282-1997 Control of the obtrusive effects of outdoor lighting.

*(b) Pedestrian and traffic safety –*

There is currently no footpath along the southern side of Eastland Drive or the eastern side of Main Street adjacent to the proposed eye clinic site.



As a consequence the access to and from Main Street would be unlikely to create a conflict with pedestrian traffic, i.e. the footpath is on the opposite side of the street. It is conceivable that a footpath could, at some point, be constructed on the same side of the street as the site but in this event, the volume of traffic is not likely to be sufficient to pose a significant safety concern.

*(c) Vehicle parking –*

The Scheme requirement is one on-site car parking space for each employee plus three per 100m<sup>2</sup> gross floor area. Three employees and 201m<sup>2</sup> of gross floor area is proposed therefore the total requirement is nine spaces. The proposal plan indicates 14 (including two taxi bays). Therefore the proposed development complies with the Scheme's vehicle parking requirements.

*(d) Streetscape character –*

The streetscape is an important element in the area around the proposed site. The key elements of the streetscape character of this area are:

- residential in use and appearance;
- predominantly single storey development with pitched roofs;

- . oriented to the street and with generous and well maintained front garden areas in front of the dwelling;
- . buildings separated and spaced traditional distances apart, typically 3m;
- . recognisable heritage values in buildings in the vicinity.

The parapet fronting Eastland Drive and the proximity of the building to the Main Street frontage is typical of business uses on street corners. While the proposal will probably retain a commercial character, that character is not likely to be out of character with the residential character in the area for the following reasons:

- . The closure of accesses from Eastland Drive and the rationalisation of access from Main Street combined with the landscaping along those frontages will soften the appearance of the site.
- . The scale, setbacks and orientation of the building to Eastland Drive is similar to that of residential buildings in the vicinity.

In relation to the rationalisation of access from Main Street, the following permit conditions are recommended to standardise the access arrangements:

- . The existing (11.5m wide) crossover and access off Main Street is to be modified to a standard double (6.0m wide) crossover and the barrier kerb and channel and naturestrip reinstated, at the property owner's/developer's cost, to the satisfaction of the Council's Director Engineering Services or his representative.
- . The redundant single (3.6m wide) access off Main Street is to be removed and the barrier kerb and channel and naturestrip reinstated, at the property owner's/developer's cost, to the satisfaction of the Council's Director Engineering Services or his representative.

The plans indicate landscaping at the western corner of the site within the road reservation. This part of the road reservation is required for Council purposes and so the following condition is proposed:

- . Landscaping at the western corner of the site must follow the title boundary and must not extend into the road reservation. Please consult the title plan to determine where the boundary is and if necessary, engage a land surveyor.

(e) *Heritage significance* –

In its decision regarding the previous bottle-shop proposal, the TPC referred to the unusual concentration of heritage listed buildings in the area. It identified 10 heritage listed properties between 71 and 97 Main Street. While there would be no significant impact of the proposed eye clinic on the heritage values of the listed buildings in the vicinity, development of the site ought to be cognisant of the issue.

The existing building is solid brick with decorative period character including moulded bricks, stylistic parapets and rounded corners. The parapets conceal the two parallel roof gables so that the character façade is not undermined by the inconsistent roof shapes. It is considered that respecting the historical character of the existing building is a suitable means of respecting the historical character of the area generally. In response to this, the decorative parapet of the existing building will continue and fold around the extension. The extension will also use moulded bricks and rounded corners to match the existing building. This is considered appropriate and adequate in the heritage context of the locality.

(f) *Site contamination* –

The proposed development site is a former service station and in August 2013 the underground fuel storage tanks on the eastern side of the lot were removed.

The Scheme requirements for potentially contaminated sites only apply to Sports and Recreation and sensitive uses and the proposal is neither of these. However, notwithstanding the provisions of the Scheme, the development has potential to cause an environmental nuisance under the *Environmental Management and Pollution Control Act 1994* (EMPCA) with respect to possible site contamination and use.

The potential for site contamination may also be an issue regulated by the National Environmental Protection Measure (NEPM) for Site Contamination. The NEPM is adopted by the *State Policies and Projects Act 1994* and is required to be considered as a part of the assessment made under LUPAA.

The following two conditions are proposed to address these matters:

- . The activity endorsed by this permit must be carried out in accordance with the requirements of the *Environmental Management and Pollution Control Act 1994*, and Regulations made thereunder.

- Prior to the issue of a building permit the property owner is to provide the Council with a copy of endorsing correspondence from a suitably qualified consultant, or from the Director of the Environment Protection Authority (Tasmania) or his agent. This endorsement is to state that the site is suitable for its intended purpose, to the satisfaction of the Council's Director Development & Regulatory Services.

2 *Proposed Scheme Amendment –*

The applicant proposes an amendment to the Table of Use in the Residential Zone and an amendment to 6.4.3 P1. The amendments are the inclusions to the Scheme shown in red italics below:

6.2.1 The following table shows permitted, discretionary and prohibited use in the Residential Zone.

<b>Permitted</b>	
<b>Defined Use</b>	<b>Qualification</b>
Community services	Only for a gross floor area of less than 100m <sup>2</sup>
Educational and occasional care	Only for a gross floor area of less than 100m <sup>2</sup>
Natural and cultural values management	
Residential	
Sports and recreation	Only for passive recreation
Tourist accommodation	Only for bed and breakfast establishment, holiday flat, holiday unit or serviced apartment
<b>Discretionary</b>	
<b>Defined Use</b>	<b>Qualification</b>
<i>Business and professional services</i>	<i>At 4 Eastland Drive, Ulverstone (CT 229279/1) only and for the purposes of consulting rooms only</i>
Community Services	
Educational and occasional care	
Tourist accommodation	Only for hostel or motel
Utilities	
<b>Prohibited</b>	
All other use	

6.4.3 Building design and siting

<p><b>Objective:</b> To ensure that the height, setbacks, siting and design of buildings:</p> <p>(1) complement the streetscape;</p> <p>(2) provide adequate privacy, separation, open space and sunlight for residents;</p> <p>(3) minimise the opportunity for crime to occur; and</p> <p>(4) complement energy efficiency development.</p>	
Performance Criteria	Acceptable Solution
<p>P1 Buildings for:</p> <p>(a) <i>Business and professional services;</i></p> <p>(b) Community services;</p> <p>(c) Educational and occasional care;</p> <p>(d) Residential; or</p> <p>(e) Utilities</p> <p>must:</p> <p>(i) not cause unreasonable shading of or unreasonable loss of privacy to, adjoining properties used for residential purposes;</p> <p>(ii) have a design that is reasonably in keeping with the streetscape character; and</p> <p>(iii) for residential building not exceed a maximum building height of 10m.</p>	<p>A1 A building (except outbuildings) must not exceed a maximum building height of 8m.</p>

3 *Assessment of the Scheme Amendment –*

LUPAA requires that a planning scheme amendment:

- have regard to the strategic plan of the council;

- have regard to the impact on the region in environmental, economic and social terms;
- seek to further the objectives set out in Schedule 1 of the Act;
- is prepared in accordance with State Policies; and
- avoid potential land use conflicts with surrounding development (s.32).

Each is considered under the following headings.

### *Strategic plans –*

The following strategic plans are relevant to the assessment:

- the land use strategy reflected in the Purpose of the Residential Zone of the Scheme;
- Cradle Coast Regional Land Use Strategy;
- Central Coast Strategic Plan 2009 – 2014.

#### (a) Purpose of the Residential Zone –

In accordance with the stated Purpose of Residential Zone at 6.1 of the Scheme, the strategy for development of the site is to maintain a high level of residential amenity by allowing development of the site for residential use or low impact uses that are intended to support surrounding residential uses.

The Residential Zone Table of Use reinforces the strategy by only allowing use and development that it considers is consistent with the strategy. This includes residential uses, passive recreation uses, schools, child care premises and community services. The common element with these uses is that they are likely to be minor in scale and impact and unlikely to be detrimental to residential amenity.

While it is not included in the Table of Use, Business and professional services such as consulting rooms are equally capable of being minor in scale and impact on residential amenity and therefore, the inclusion of this as an additional use on this site only, particularly with the qualification that it be limited to consulting rooms, is consistent with the strategy.

(b) Cradle Coast Regional Land Use Strategy –

Across the region, the Cradle Coast Regional Land Use Strategy (CCLUS) informs the strategies of the constituent Councils. However, in this case the CCLUS does not deal with detailed matters like the location of professional consulting rooms within a settlement because such development would have little impact on the region.

It is noted that the draft Interim Planning Scheme Template for the Cradle Coast region would allow consideration of medical centres as permitted uses within the General Residential Zone, provided they are no larger than 300m<sup>2</sup> and do not employ more than three health care professionals. This is a mandatory regional provision and so is included in the draft Central Coast Interim Planning Scheme 2013. Therefore, the proposal is likely to be consistent with the strategy of the draft Central Coast Interim Planning Scheme 2013 if and when it comes into effect.

(c) Central Coast Strategic Plan 2009–2014 –

The Central Coast Strategic Plan 2009–2014 includes strategies and key actions intended to guide Council decisions. In accordance with the strategy to adopt an integrated approach to land use planning, the assessment and draft approval of the proposed development integrates the requirements of State Government legislation and the Council’s Planning Scheme. In accordance with the strategy to contribute to a safe and healthy environment, the Scheme amendment enables the establishment of the proposed health care provider on the site to service the health needs of the community. Furthermore, the decontamination activities on the site are improving the safety and health of the site itself.

*Schedule 1 Objectives and State Policies –*

The proposed combined Scheme amendment and development application is assessed against relevant legislation as follows:

<i>LEGISLATION</i>	<i>COMMENT</i>
<i>LUPAA – SCHEDULE 1 OBJECTIVES</i>	
(a) Promote the sustainable development of natural and	The proposal is consistent in that it would be built and serviced in a

physical resources and the maintenance of ecological processes and genetic diversity.	manner that is unlikely to have a material or detrimental effect on natural and physical resources or ecological processes and genetic diversity.
(b) Provide for the fair, orderly and sustainable use and development of air, land and water.	The proposal is consistent in that it is not likely to cause an adverse impact on the residential character of the area or the amenity of neighbouring residents.
(c) Encourage public involvement in resource management and planning.	The proposal is consistent in that the opportunity for public involvement will be provided through the required advertising process, should the Council approve the Scheme Amendment and development proposal.
(d) Facilitate economic development in accordance with the above objectives.	The proposal would be consistent in that the development stimulates employment activity in a manner that is reasonably in accordance with the above objectives.
(e) Promote the sharing of responsibility for resource management and planning between the different spheres of Government, the community and industry in the State.	The proposal is consistent to the extent that it will be considered through the planning processes of LUPAA.
<i>STATE POLICY ON THE PROTECTION OF AGRICULTURAL LAND</i>	
The purpose of the <i>State Policy on the Protection of Agricultural Land 2009</i> is to conserve and protect agricultural land so that it remains available for the sustainable development of agriculture.	The site is wholly within the urban area and does not affect any agricultural land.  The Policy does not apply in this case.

<i>STATE COASTAL POLICY</i>	
<p>The <i>State Coastal Policy 1996</i> applies to all the area of State waters and to all land to a distance of one kilometre inland from the high-water mark. The principles of the Policy are:</p> <ul style="list-style-type: none"> <li>• Natural and cultural values of the coast shall be protected.</li> <li>• The coast shall be used and developed in a sustainable manner.</li> <li>• Integrated management and protection of the coastal zone is a shared responsibility.</li> </ul>	<p>The site is on land within the town of Ulverstone that is approximately 760m from the high-water mark. The Policy applies to the proposal but the operative principles are of limited relevance to the proposal because there are no obvious natural or cultural coastal values on the site that require protection.</p> <p>The site is in an established urban area in a highly modified and non-natural state.</p>
<i>STATE POLICY ON WATER QUALITY MANAGEMENT</i>	
<p>The purpose of the <i>State Policy on Water Quality Management 1997</i> is to achieve the sustainable management of Tasmania's surface water and groundwater resources by protecting or enhancing their qualities while allowing for sustainable development in accordance with the objectives of Tasmania's Resource Management and Planning System.</p>	<p>The principal issue affecting the site and proposed development is the possible contamination of groundwater from fuel storage tanks and pipes.</p> <p>The purpose of the Policy would be met through the conditions proposed on the draft permit discussed above under the heading of "Site contamination."</p>

The *State Policies and Projects Act 1993* provides that NEPMs are to be considered a State Policy.

There are numerous NEPMs, however the most relevant of these to this case is the Assessment of Site Contamination. If approved, the process of site investigation, remediation, management and monitoring must be consistent with the NEPM and State legislation (principally EMPCA). This matter is discussed previously under the heading of "Site contamination" and is addressed by draft permit conditions.

### *Land use conflicts with surrounding development –*

On the remaining requirement for potential land use conflicts with surrounding development to be avoided, it is considered that the development is not likely to result in a land use conflict between neighbouring residents or in the local area. This matter is discussed in more detail above under the heading of “Residential amenity”.

### *CONSULTATION*

If the Council decides to initiate the Scheme Amendment process the application will be formally notified as required under LUPAA.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

The application will impact on staff time and administrative costs associated with the statutory processes involved in the process. No other impact on resources is anticipated.

### *CORPORATE COMPLIANCE*

The Central Coast Strategic Plan 2009–2014 includes the following strategies and key actions with which the proposed development is deemed to be consistent:

#### The Shape of the Place

- . Adopt an integrated approach to land use planning

#### The Environment and Sustainable Infrastructure

- . Contribute to a safe and healthy environment.

### *CONCLUSION*

The proposed amendment to the Scheme applying to 4 Eastland Drive is considered to be consistent with the land use strategy identified in the Scheme, the Cradle Coast Land Use Strategy, the Central Coast Strategic Plan 2009–2014 and with the relevant provisions of LUPAA.

In relation to the proposed Scheme Amendment, uses other than consulting rooms under the Business and professional services use category will be prevented because the qualification restricts use to a consulting room on this site only. The impact of the proposed use is considered to be reasonable. That impact would be unlikely to increase as a result of a change of use.

Consequently it is considered appropriate to amend the Scheme in the manner sought to facilitate the proposed development.

The proposed development for an eye clinic is considered likely to maintain a high level of residential amenity for immediate neighbours and would not have significant amenity impacts further afield. It is considered to be an acceptable use and development on the land.

*Recommendation –*

It is recommended that:

- A the proposed amendment to clauses 6.2.1 and 6.4.3 P1 of the Central Coast Planning Scheme 2005 (refer Annexure 2) to accommodate consulting rooms at 4 Eastland Drive, Ulverstone be approved and the process of amending the Central Coast Planning Scheme 2005 be initiated; and
- B the proposed development of an eye clinic at 4 Eastland Drive be approved subject to the following conditions and notes:

Conditions

- 1 The development must be substantially in accordance with the application for this permit, unless modified by a condition of this permit.
- 2 External lighting must not spill on to adjoining properties in a way that is inconsistent with the Australian Standard AS 4282-1997 Control of the obtrusive effects of outdoor lighting.
- 3 The existing pole sign at the western corner of the site is to be removed and the concrete surface reinstated so as not to pose a pedestrian hazard. This must be to the satisfaction of the Council's Director Engineering Services.
- 4 Landscaping at the western corner of the site must follow the title boundary and must not extend into the road reservation. Please consult the title plan to determine where the boundary is and if necessary, engage a land surveyor.
- 5 The existing (11.5m wide) crossover and access off Main Street is to be modified to a standard double (6.0m wide) crossover and the barrier kerb and channel and naturestrip reinstated, at the property

- owner's/developer's cost, to the satisfaction of the Council's Director Engineering Services or his representative.
- 6 The redundant single (3.6m wide) access off Main Street is to be removed and the barrier kerb and channel and naturestrip reinstated, at the property owner's/developer's cost, to the satisfaction of the Council's Director Engineering Services or his representative.
  - 7 Any works associated with existing footpaths, kerb and channel, naturestrips, stormwater infrastructure or other Council services will be undertaken by the Council, at the property owner's/developer's cost, unless alternative arrangements are approved by the Council's Director Engineering Services or his representative.
  - 8 The provision, upgrading, re-routing, relocation or extension of Council infrastructure and services, required as a result of the development, shall be at the property owner's/developer's cost.
  - 9 The provision, upgrading, rerouting, relocation or extension of Council infrastructure and services, required as a result of the development, shall be done in accordance with the relevant standards and to the satisfaction of the Council's Director Engineering Services or his representative.
  - 10 A Road Reserve Permit must be issued by the Council's Public Safety Officer, or his representative, prior to any works or activity being undertaken within the road reservation. Application forms are available from the Council's Engineering Services Department and a fee applies.
  - 11 Any damage or disturbance to footpaths, kerb and channel, roads, naturestrips, stormwater infrastructure or existing services must be rectified, noting that this work will be undertaken by the Council at the property owner's/developer's cost, unless alternative arrangements are approved by the Council's Director Engineering Services, or his representative.
  - 12 The activity endorsed by this permit must be carried out in accordance with the requirements of the *Environmental Management and Pollution Control Act 1994*, and Regulations made thereunder.
  - 13 Prior to the issue of a building permit the property owner is to provide the Council with a copy of endorsing correspondence from a suitably qualified consultant, or from the Director of the Environment

Protection Authority (Tasmania) or his agent. This endorsement is to state that the site is suitable for its intended purpose, to the satisfaction of the Council's Director Development & Regulatory Services.

Please note:

- 1 A planning permit remains valid for two years. If the use or development has not substantially commenced within this period an extension may be granted if a request is made before this period expires. If the permit lapses, a new application must be made.
- 2 "Substantial commencement" is the submission and approval of a building permit or engineering drawings and the physical commencement of infrastructure works on the site, or an arrangement of a Private Works Authority or bank guarantee to undertake such works.
- 3 Please contact the Council's Environmental Engineer in respect to the work required on the existing kerb crossovers and the Road Reserve Permit application.
- 4 The location of the sewer, water and stormwater connection points, and the suitability of these to service the proposed development, should be confirmed and be shown on the plans submitted with the building permit application.
- 5 Building and Plumbing Permits are required for the proposed development. A copy of this Planning Permit should be given to your building surveyor.'

The report is supported."

The Executive Services Officer reported as follows:

"A copy of the application documentation referred to in the Town Planner's report and Amendment 5/2013 have been circulated to all Councillors."

- Cr van Rooyen moved and Cr Howard seconded, "That:
  - a draft Amendment (identified as Amendment 5/2013) (a copy being appended to and forming part of the minutes) be initiated to the Central Coast Planning Scheme 2005;

- . the Council certify that the Amendment meets the requirements of section 32 of the *Land Use Planning and Approvals Act 1993*; and
- . the proposed development of Business and professional services [consulting rooms (eye clinic)] be approved subject to the following conditions and notes:

### Conditions

- 1 The development must be substantially in accordance with the application for this permit, unless modified by a condition of this permit.
- 2 External lighting must not spill on to adjoining properties in a way that is inconsistent with the Australian Standard AS 4282-1997 Control of the obtrusive effects of outdoor lighting.
- 3 The existing pole sign at the western corner of the site is to be removed and the concrete surface reinstated so as not to pose a pedestrian hazard. This must be to the satisfaction of the Council's Director Engineering Services.
- 4 Landscaping at the western corner of the site must follow the title boundary and must not extend into the road reservation. Please consult the title plan to determine where the boundary is and if necessary, engage a land surveyor.
- 5 The existing (11.5m wide) crossover and access off Main Street is to be modified to a standard double (6.0m wide) crossover and the barrier kerb and channel and naturestrip reinstated, at the property owner's/developer's cost, to the satisfaction of the Council's Director Engineering Services or his representative.
- 6 The redundant single (3.6m wide) access off Main Street is to be removed and the barrier kerb and channel and naturestrip reinstated, at the property owner's/developer's cost, to the satisfaction of the Council's Director Engineering Services or his representative.
- 7 Any works associated with existing footpaths, kerb and channel, naturestrips, stormwater infrastructure or other Council services will be undertaken by the Council, at the property owner's/developer's cost, unless alternative arrangements are approved by the Council's Director Engineering Services or his representative.
- 8 The provision, upgrading, re-routing, relocation or extension of Council infrastructure and services, required as a result of the development, shall be at the property owner's/developer's cost.
- 9 The provision, upgrading, rerouting, relocation or extension of Council infrastructure and services, required as a result of the development, shall be done in

accordance with the relevant standards and to the satisfaction of the Council's Director Engineering Services or his representative.

- 10 A Road Reserve Permit must be issued by the Council's Public Safety Officer, or his representative, prior to any works or activity being undertaken within the road reservation. Application forms are available from the Council's Engineering Services Department and a fee applies.
- 11 Any damage or disturbance to footpaths, kerb and channel, roads, naturestrips, stormwater infrastructure or existing services must be rectified, noting that this work will be undertaken by the Council at the property owner's/developer's cost, unless alternative arrangements are approved by the Council's Director Engineering Services, or his representative.
- 12 The activity endorsed by this permit must be carried out in accordance with the requirements of the *Environmental Management and Pollution Control Act 1994*, and Regulations made thereunder.
- 13 Prior to the issue of a building permit the property owner is to provide the Council with a copy of endorsing correspondence from a suitably qualified consultant, or from the Director of the Environment Protection Authority (Tasmania) or his agent. This endorsement is to state that the site is suitable for its intended purpose, to the satisfaction of the Council's Director Development & Regulatory Services.

Please note:

- 1 A planning permit remains valid for two years. If the use or development has not substantially commenced within this period an extension may be granted if a request is made before this period expires. If the permit lapses, a new application must be made.
- 2 'Substantial commencement' is the submission and approval of a building permit or engineering drawings and the physical commencement of infrastructure works on the site, or an arrangement of a Private Works Authority or bank guarantee to undertake such works.
- 3 Please contact the Council's Environmental Engineer in respect to the work required on the existing kerb crossings and the Road Reserve Permit application.
- 4 The location of the sewer, water and stormwater connection points, and the suitability of these to service the proposed development, should be confirmed and be shown on the plans submitted with the building permit application.

- 5 Building and Plumbing Permits are required for the proposed development. A copy of this Planning Permit should be given to your building surveyor.”

Continued after Minute No. 271/2013...

**271/2013 Public question time**

The time being 6.40pm, the Mayor introduced public question time.

There were no questions from the public.

**Minute No. 270/2013 continued...**

Motion

Carried unanimously

The Executive Services Officer further reported as follows:

“Approval for the draft Amendment having been granted, authorisation for affixing of the common seal to the Amendment is given at Minute No. 279/2013.”

**272/2013 Utilities (telecommunications tower [35m high monopole] for radio transmission equipment and ancillary equipment compound) at 329 Stotts Road, Riana – Application No. DA213008**

The Director Development & Regulatory Services reported as follows:

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

<i>DEVELOPMENT APPLICATION NO.:</i>	DA213008
<i>PROPOSAL:</i>	Utilities (telecommunications tower)
<i>APPLICANT:</i>	Aurecon Australia Pty Ltd (Aurecon)
<i>LOCATION:</i>	329 Stotts Road, Riana
<i>ZONE:</i>	Rural Resource
<i>PLANNING INSTRUMENT:</i>	<i>Central Coast Planning Scheme 2005</i> (the Scheme)
<i>ADVERTISED:</i>	10 August 2013
<i>REPRESENTATIONS EXPIRY DATE:</i>	24 August 2013
<i>REPRESENTATIONS RECEIVED:</i>	Three
<i>42-DAY EXPIRY DATE:</i>	9 September 2013 (extension of time granted to 16 September 2013)
<i>DECISION DUE:</i>	16 September 2013

*PURPOSE*

The purpose of this report is to consider an application for a 35m high telecommunications tower on farmland at 329 Stotts Road, Riana.

Accompanying the report are the following documents:

- . Annexure 1 – Location plan;
- . Annexure 2 – Application documentation;
- . Annexure 3 – Representations;
- . Annexure 4 – Photographs;
- . Annexure 5 – Civil Aviation Safety Authority Advisory Circular AC 139-08(0);
- . Annexure 6 – Standard Drawing SD1009 Rural Roads – Typical Standard Access.

*BACKGROUND*

The tower proposal is part of the National Broadband Network (NBN) fixed wireless network which will provide broadband access to the Riana area. It was preferred above other sites in the area on the basis of:

- 1 appropriateness of impact – zoning, surrounding uses, environmental significance and visual impact;
- 2 ability to provide adequate coverage;
- 3 construction feasibility; and
- 4 ability to secure a lease.

The site is 1.5km from the centre of the Riana township amidst productive agricultural land of mostly class 3 classification. There are seven dwellings within 500m of the site, the closest being 83m from the proposed tower.

The area is characterised by farming activity, principally pasture and crops, including poppies. Natural visual landscape values in this area are limited due to the human impacts of tree clearance and agriculture.

The proposal is the same as one previously considered by the Council, and approved on 18 March 2013 (Minute No. 82/2013), subject to nine conditions including one requiring the tower to be re-sited to the western side of an adjacent gravel farm track.

The proposal has been resubmitted because the land owner had not agreed to move the tower site to the location required in the permit by the time the statutory 14 day appeal period had expired.

The location of the proposed tower is indicated on the following aerial photograph.



Figure 1 – Aerial photograph – Location of proposed tower

The tower proposal comprises the following main elements:

- 1 The tower and associated ground level equipment would occupy an area of 60m<sup>2</sup> of land.
- 2 The proposed development would comprise a 35m monopole, three 1.2m antennae, three remote radio units, one 600mm dish antenna and an equipment compound at the base.
- 3 The facility is surrounded by a 2.4m chain-wire security fence.

The application indicates that two alternative sites for the tower were subsequently investigated, one at 159 Midgleys Road, Riana and the second at Duffs Hill (the Duffs Hill location was identified by the Council as an alternative site). The application states that the Midgleys Road site could not be negotiated with the land owner while the Duffs Hill site was too far from the target area of coverage and a necessary line of sight to Round Hill could not be achieved.

The applicant has advised that if a suitable tower site cannot be found, then a satellite system would have to be used. The satellite system is half the speed of the fixed wireless transmission, i.e. 12MB/s (satellite) compared to 25MB/s (fixed wireless).

The applicant further advised that increasing the number of people using the satellite system could overload or over-subscribe the satellite. Apparently this could compromise the satellite's ability to deliver a good level of service.

*DISCUSSION*

The main considerations identified in the previous application were as follows:

- 1 the impact on the visual landscape values of the area;
- 2 the visual impact on neighbouring dwelling;
- 3 the potential impact on agricultural operations; and
- 4 the impact of electro-magnetic energy (EME).

The response to the issues in the previous report is summarised as follows:

*Landscape values -*

There would be some impact on the landscape but that impact would not be so great as to prevent its construction. The visual impact of the tower could be minimised through use of a non-reflective finish.

*Visual impact on neighbouring dwelling -*

The impact of the tower would be greatest for the closest house at 160 Stotts Road. The distance between them would be approximately 83m. The impact would be lessened by re-siting the tower 10m westwards (away from the house) to an area that is lower.



Figure 2 – Distance between tower and closest dwelling at 160 Stotts Road

*Impact on agricultural operations –*

The loss of farmland would be negligible while the value of upgraded communication would constitute a net benefit to agriculture in the area.

*Impact of EME –*

Information supplied with the application indicated that EME levels for houses within 200–400m of the tower would be 0.016% of the maximum allowable limit for continuous exposure. This level would be insufficient to cause an adverse impact on residential health.

On each of the identified issues the proposed tower was considered to be satisfactory in relation to its performance against the Scheme provisions, with the exception that the tower should be moved a further 10m away from the house at 160 Stotts Road and down the slope of the knoll behind the house, to lessen its impact on the house. This was agreed to by the applicant at the time.

*Re-examination –*

A review of the impact of the tower on the house at 160 Stotts Road is required in light of the applicant's advice that the alternative location cannot be secured.

The previous report on the development identified the likely impact on the house, summarised as follows:

- . A stand of small trees and a knoll between the house and the tower would obscure views of the tower to a degree. The equipment compound and perimeter fence are unlikely be seen from the house.
- . Views from inside the house are oriented to the east, away from the tower. Views of the tower would be minimal from inside the house.
- . Westward views from the back yard of the house would be dominated by the tower which would rise well above the knoll. The visual impact of the facility is likely to detract from the amenity of the property.

The difference between the impact of the facility on the previously approved site and the site now proposed has been assessed and is described as follows:

- 1 The proposed tower would be between 3m and 5m taller than the previously approved tower (see photographs at Annexure 4).
- 2 The proposed tower would be about 10m closer (83m instead of 93m) to the dwelling at 160 Stotts Road, than the previously approved tower (Annexure 4).
- 3 While the height and setback distances between the sites are material, in a practical sense the difference in impact on the visual amenity of the dwelling at 160 Stotts Road is unlikely to be great. It is the presence of a tower at all on the knoll that is of most concern to the dwelling owners and occupants. A more noticeable and acceptable reduction in visual impact for the owners and the occupants would be achieved through a re-siting of the tower at least some hundreds of metres further away.

While it is reasonable to retain residential amenity in the Rural Resource Zone as far as possible and reasonable, the Scheme does not contain any specific provisions to this end. The only guidance is provided by the Zone Purpose Statements and the Telecommunications Schedule.

The Zone Purpose Statements are principally focused on accommodating primary industries, encouraging compatible economic development and protecting agricultural land from alienation and fragmentation. They also seek to protect environmental and cultural values and the landscape.

From the Zone Purpose Statements and the absence of any residential amenity standards in the Zone, it can reasonably be assumed that primary industry is the priority activity while residential amenity is not a matter the Scheme seeks to provide or protect, in the way that it does in a Residential Zone.

The Telecommunications Schedule contains standards for various areas of potential impact including residential amenity, environmental values, agricultural land, vehicular movement, land stability and heritage values.

The most applicable standard in this case is S13.5.2 Residential amenity. However, this provision requires only that infrastructure must not be located in the Residential or Low Density Residential Zones. There is no restriction on infrastructure in the Rural Resource Zone.

Consequently, there are no standards in the Scheme that apply to telecommunications facilities and the protection of residential amenity in the circumstances of this application.

*Scheme assessment -*

The performance of the proposed development against the relevant provisions of the Scheme is identified in the following table.

CLAUSE	COMPLIANCE
15.3.1 – Water quality	No pollutants will be discharged. No known water sources in the vicinity.
15.4.1 – Subdivision	Not applicable. No subdivision proposed.
15.4.2 – Strata schemes	Not applicable. No strata proposed.
15.4.3 P1 – Protection of Agricultural Land	Not applicable. Different use class.
15.4.3 A2 – Dwelling on less than 50ha	Not applicable. No dwelling proposed.

15.4.3 A3 – Dwelling on at least 50ha	Not applicable. No dwelling proposed.
15.4.3 A4 – Permitted development within development curtilage	Not applicable. Different use class.
15.4.3 A5 and P5 – Utilities and Protection of Agricultural Land	<p>Compliant.</p> <p>The Scheme requires the Tasmanian Planning Commission (TPC) to confirm that Principle 4 of the <i>State Policy on the Protection of Agricultural Land 2000</i> (PAL) is satisfied where the utility is on prime agricultural land. This requirement was stated in the PAL 2000 version.</p> <p>In relation to the former application the TPC advised that:</p> <ul style="list-style-type: none"> <li>(a) There is an over-riding need for the infrastructure and that there is no suitable alternative to placing it on prime agricultural land; and</li> <li>(b) The proposal is broadly in accordance with Principle 4 of PAL.</li> </ul>
15.4.3 P6 – Siting of uses integral and subservient to agricultural uses	Not applicable. Different use class.
15.4.4 A1 – Building height	Not applicable. Different use class.
15.4.4 A2 – Building height for other uses – 10m	Not applicable. Height issues are dealt with under the Telecommunications Schedule.

15.4.4 A3 – Setbacks	<p>Compliant.</p> <p>(a) Complies with minimum 10m front and rear setback. Setback is 114m from Stotts Road (frontage) and 560m from rear.</p> <p>(b) Compliant with minimum 3m side setback (setback is 140m).</p>
15.4.4 A4 – Screening and reflectivity	<p>Compliant.</p> <p>The finish is proposed to be galvanised steel but a condition requiring a painted matt finish (e.g. pale eucalypt) would be an appropriate condition.</p>
15.4.5 A1 – Access and services	<p>Compliant.</p> <p>Engineering Services suggests that the Stotts Road access is upgraded.</p> <p>There is no need for water connections or sewer and stormwater drainage for the development.</p>
15.4.6 – Wetlands and watercourses	<p>Compliant.</p> <p>There are no wetlands or watercourses in the proximity of the proposed tower. There is no likely impact on a wetland or watercourse.</p>
15.4.7 – Plantations	<p>Not applicable.</p> <p>No plantation proposed.</p>
SCHEDULES	
<i>Telecommunications Schedule</i>	
S13.1 – Purpose	<p>Compliant.</p> <p>There is a balance between the equitable</p>

	access of residents to the technology and the protection of environmental (mainly aesthetic) values. There are no distinct environmental values in this area and the natural skyline is already interrupted by man-made structures and modifications.
S13.2 – Application	Schedule applies.
S13.4.1 – Exemptions	Not applicable.  This is not a low impact facility as defined in the <i>Telecommunications (Low Impact Facilities) Determination 1997</i> .
S13.5.1 A1 – Utility corridor (visual impact)	Non-compliant.
S13.5.1 P1	It has been satisfactorily demonstrated that there is a valid need for the additional telecommunications infrastructure.
S13.5.1 A2 – Overhead cables (visual impact)	Not applicable.  No overhead cables or supporting structures are proposed. This provision applies to different zones.
S13.5.1 A3 – Vegetation clearance	Compliant.  No vegetation to be cleared.
S13.5.1 A4 – Location (visual impact)	Non-compliant.  The facility is located atop a hill. The structure would be seen in silhouette against the skyline from within the surrounding district, but not to a degree that is considered unreasonable.
S13.5.1 P4 – Corresponding Performance Criteria	Compliant.  The facility is required to be sited in an elevated position in order to achieve the

	<p>necessary coverage.</p> <p>There is a dwelling 83m to the north but other than this there are no residential uses within 300m. Private views from the house to the south would be impacted but not unreasonably.</p>
S13.5.1 A5 – Visual Impact (equipment housing)	<p>Compliant.</p> <p>The equipment housing is minimal, 1.6m x 1.9m x 2.3m. This is a small structure that will have only a minimal visual impact. It will not be visually intrusive due to the distance from the road and public spaces.</p>
S13.5.1 A6 – Maximum height	<p>Compliant.</p> <p>Maximum height is 60m in the Rural Resource Zone. The proposed height is 35m.</p>
S13.5.2 A1 – Residential amenity	<p>Not applicable.</p> <p>This provision only applies to activity in the Residential and Low Density Residential Zones.</p>
S13.5.3 A1 – Threatened species	<p>Compliant.</p> <p>Facilities must not be located in areas of threatened species. There are no reports of threatened species on or near the site listed on the Natural Values Atlas on the Land Information System Tasmania. The location is on a cleared area used for utilities and agricultural purposes for the last 20 or so years. There is no foreseeable impact on flora or fauna.</p>
S13.5.3 A2 – Natural values	<p>Compliant.</p> <p>The facility must not be in an area with significant natural values. Natural values may be understood as the whole of the</p>

	<p>earth's ecological communities and all of the parts, processes, interactions, relationships, and resources that spring therefrom. The Rural Resource Zone tends to give priority to anthropogenic use of the land.</p> <p>The area has been in agricultural use for at least the last 100 years and has been regarded for its utility rather than its biological value.</p>
S13.5.3 P3 – Flora and fauna	<p>Compliant.</p> <p>The site for the facility is in a grassed paddock. Due to the degree of human disturbances, there is no foreseeable impact on flora or fauna habitats or ecological communities.</p>
S13.5.3 A4 – Erosion	<p>Compliant.</p> <p>The proposal has a relatively small footing. No erosion issues are likely.</p>
S13.5.4 A1 – Rural Resource Zone	<p>Compliant.</p> <p>The provision requires that the facility be located adjacent to a property boundary or fence line. It is proposed on a fence line.</p>
S13.5.5 P1 – Traffic	<p>Compliant.</p> <p>The tower is setback 90m from the road.</p> <p>Structures above 30m and within 30km of an aerodrome should be reported to the Civil Aviation Safety Authority in accordance with Advisory Circular AC 139-08(0) (refer Annexure 5). This structure is over 30m and it is not known whether there is a private aerodrome within 30km. Therefore, compliance with the Advisory Circular should be required through the following permit</p>

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	<p>condition:</p> <p>“The structure must be reported to the Royal Australian Airforce Aeronautical Information Service in accordance with the Civil Aviation Safety Authority Advisory Circular AC 139-08(0) attached”.</p>
S13.5.6 P1 – Doubtful stability	<p>Compliant.</p> <p>Not in an area of doubtful stability and no foreseeable erosion issues.</p>
S13.5.7 P1 – Aboriginal heritage	<p>Compliant.</p> <p>The site is not heritage listed and unlikely to have any heritage value.</p>

### *Referral advice –*

Advice from the various Departments of the Council and other service providers is provided as follows:

SERVICE	COMMENTS/CONDITIONS
Environmental Health	The Environmental Health Officer requires a condition that the activity endorsed by any permit must be carried out in accordance with the requirements of the <i>Environmental Management and Pollution Control Act 1994</i> , and Regulations made thereunder.
Engineering Services	<p>Requires that works in the road reserve:</p> <ul style="list-style-type: none"> <li>(a) Will require a Road Reserve Permit;</li> <li>(b) Damage to services be repaired;</li> <li>(c) Works to be undertaken by the Council.</li> </ul> <p>Also suggests that access to Stotts Road be sealed.</p>
TasWater	Not applicable.

Department of Infrastructure, Energy and Resources	Not applicable.
Environment Protection Authority	Not applicable.
TasRail	Not applicable.
Heritage Tasmania	Not applicable.
Crown Land Services	Not applicable.
Other	Not applicable.

*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.

The application was referred to the Council’s Planning and Assessment Team for comments. Responses have been incorporated into draft permit conditions.

Three representations were received (Annexure 3) and are summarised and responded to as follows:

MATTERS RAISED	RESPONSE
REPRESENTATION 1	
1 Tower should be sited on Hoopers Hill.	Aurecon has indicated that it has investigated alternative sites in the area but that they were unsuitable for one reason or another. Further advice indicated that the Hoopers Hill site was too far away to be considered.

<p>2 Tower will detract from the scenery.</p>	<p>The tower would certainly change the landscape view in the Riana area and it is understandable why some would regard it as unappealing. The offset is the provision of high speed broadband that is likely to benefit residents and agriculture.</p>
<p>3 Tower will make adjacent property unattractive for sale.</p>	<p>The visual impact of the facility on 160 Stotts Road would be greater than for other properties and could conceivably cause a reduction in its property value as a result. Property value is not a matter for consideration in the context of a development application, under the Scheme or other planning legislation.</p>
<p>4 Concern that EME and electro-magnetic radiation (EMR) could adversely affect health.</p>	<p>EME is the radio-wave energy given off by, in this case, electronic communication facilities, and is the matter of most direct concern to public health and for which the Australian Government sets maximum emission standards.</p> <p>EMR is the energy required for transmission of radio-wave traffic.</p> <p>The application states that the maximum level of EME exposure is predicted to be 0.016% of the acceptable level, as determined by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA). An investigation of ARPANSA literature indicates that there is no substantiated evidence that radio-frequency EME associated with living near a mobile telephone base station or telecommunications tower poses a health risk.</p>
<p>5 Facility may upset other electronic communication systems.</p>	<p>Aurecon has advised that no interference with other electronic communication (e.g. mobile phones) is likely because each system has its own frequency band.</p>

REPRESENTATION 2	
1 Screening vegetation referred to in application would not adequately screen tower from view from neighbouring house.	The point made has validity. The vegetation may help to screen some view of the tower but is unlikely to provide a total visual screen. The concern reflects a residential amenity expectation which the Scheme does not support.
2 Tower would destroy view of neighbouring house and reduce its value.	Refer to 3 above at Representation 1.
3 Protection of people's health from long term exposure to EME and EMR is not guaranteed.	The application states that the maximum level of EME exposure is predicted to be 0.016% of the acceptable level, as determined by ARPANSA. An investigation of ARPANSA literature indicates that there is no substantiated evidence that radio-frequency EME associated with living near a mobile telephone base station or telecommunications tower poses a health risk.
REPRESENTATION 3	
1 Visual impact on the dwelling would be greater than others in the area. Should be moved 200-300m away from the house. The Council required the tower to be moved away from the house previously.	The visual impact from the house at 160 Stotts Road would be greatest. It appears that the tower cannot be moved 300m away for operational and land availability reasons.

*CORPORATE COMPLIANCE*

The Central Coast Strategic Plan 2009-2014 includes the following strategies and key actions:

### The Shape of the Place

- . Adopt an integrated approach to land use planning
- . Conserve the physical environment in a way that ensures we have a healthy and attractive community

### A Connected Central Coast

- . Connect the people with services

### Community Capacity and Creativity

- . Community capacity-building
- . Facilitate entrepreneurship in the business community

### The Environment and Sustainable Infrastructure

- . Develop and manage sustainable built infrastructure

### Council Sustainability and Governance

- . Improve service provision
- . Effective communication and engagement
- . Strengthen local-regional connections.

### *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 by the applicant or an objector.

### *CONCLUSION*

The Council's previous decision to approve the tower approximately 10m west of the proposed site was based on limiting the impact, particularly the visual impact, for the closest house at 160 Stotts Road. The re-siting was negotiated with an Aurecon staff member and it was understood to have been agreed to by the land owner. This understanding later proved to be incorrect.

Aurecon now seeks a determination to be made on the erection of the tower on its original siting.

The Council previously accepted that the proposal satisfied most of the Scheme provisions, and that subject to re-siting the tower some 10m to the west, the impact on the residents at 160 Stotts Road was not unreasonable.

The difference in visual impact between the previously approved siting and the proposed siting of the tower is immaterial in the general landscape, and probably not discernible when viewed from most roads and houses in the Riana area.

The impact of the tower in the proposed location is undoubtedly greatest on the house at 160 Stotts Road. However the difference in impact between the previously approved and proposed sites, although material and even discernible to occupants, is probably not likely to be that significant – the tower in either location is likely to be regarded as unsightly.

On this basis, together with the absence of residential amenity provisions in the Rural Resource Zone and the Telecommunications Schedule, it is considered that the tower in the proposed location would not be unreasonable.

An exercise of discretion on the use is considered reasonable in that the provision of high speed broadband to the area is desirable and could even support development of the agricultural industry in the Riana district.

An exercise of discretion on the visual impact of the tower is also considered to be reasonable on the basis that:

- . it would not adversely impact on the general landscape, particularly when seen from significant viewing locations; and
- . the impact on the neighbouring dwelling, although material, would not be unreasonable in the context of the lack of priority and provisions in the Scheme regarding residential amenity.

*Recommendation –*

It is recommended that the application for Utilities (telecommunications tower [35m high monopole] for radio transmission equipment and ancillary equipment compound) at 329 Stotts Road, Riana, be approved subject to the following conditions:

- 1 The development must be substantially in accordance with the application for this permit, unless modified by a condition of this permit.
- 2 The tower is to be finished in a non-reflective material of subdued colour to the satisfaction of the Director Development & Regulatory Services.

- 3 The structure must be reported to Royal Australian Airforce Aeronautical Information Service in accordance with the Civil Aviation Safety Authority Advisory Circular AC 139-08(0) attached.
- 4 In the event of suspected discoveries of Aboriginal heritage, works must cease and Aboriginal Heritage Tasmania must be notified immediately.
- 5 A Road Reserve Permit must be issued by the Council's Public Safety Officer, or his representative, prior to any works or activity being undertaken within the road reservation. Application forms are available from the Council's Engineering Services Department and a fee applies.
- 6 Any damage or disturbance to infrastructure or existing services must be rectified, noting that this work will be undertaken by the Council at the property owner's/developer's cost, unless alternative arrangements are approved by the Council's Director Engineering Services, or his representative.
- 7 Any works associated with existing roads, stormwater infrastructure or other Council services will be undertaken by the Council at the property owner's/developer's cost unless alternative arrangements are approved by the Council's Director Engineering Services or his representative.
- 8 The activity endorsed by this permit must be carried out in accordance with the requirements of the *Environmental Management and Pollution Control Act 1994*, and Regulations made thereunder.

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 It is suggested that consideration be given to the sealing of the

access at the intersection with Stotts Road, as per Standard Drawing SD-1009 Rural Roads – Typical Standard Access (copy enclosed) [Refer Annexure 6]. Please contact the Council's Public Safety Co-ordinator in respect to this.

- 4 A building permit is required for the proposed development. A copy of this planning permit should be given to your building surveyor.'

The report is supported.”

The Executive Services Officer reported as follows:

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

■ Cr Broad moved and Cr Carpenter seconded, “That the application for Utilities (telecommunications tower [35m high monopole] for radio transmission equipment and ancillary equipment compound) at 329 Stotts Road, Riana, be approved subject to the following conditions:

- 1 The development must be substantially in accordance with the application for this permit, unless modified by a condition of this permit.
- 2 The tower is to be finished in a non-reflective material of subdued colour to the satisfaction of the Director Development & Regulatory Services.
- 3 The structure must be reported to Royal Australian Airforce Aeronautical Information Service in accordance with the Civil Aviation Safety Authority Advisory Circular AC 139-08(0) attached [a copy being appended to and forming part of the minutes].
- 4 In the event of suspected discoveries of Aboriginal heritage, works must cease and Aboriginal Heritage Tasmania must be notified immediately.
- 5 A Road Reserve Permit must be issued by the Council’s Public Safety Officer, or his representative, prior to any works or activity being undertaken within the road reservation. Application forms are available from the Council's Engineering Services Department and a fee applies.
- 6 Any damage or disturbance to infrastructure or existing services must be rectified, noting that this work will be undertaken by the Council at the property owner’s/developer’s cost, unless alternative arrangements are approved by the Council’s Director Engineering Services, or his representative.

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- 7 Any works associated with existing roads, stormwater infrastructure or other Council services will be undertaken by the Council at the property owner's/developer's cost unless alternative arrangements are approved by the Council's Director Engineering Services or his representative.
- 8 The activity endorsed by this permit must be carried out in accordance with the requirements of the *Environmental Management and Pollution Control Act 1994*, and Regulations made thereunder.

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 It is suggested that consideration be given to the sealing of the access at the intersection with Stotts Road, as per Standard Drawing SD-1009 Rural Roads – Typical Standard Access (copy enclosed) [a copy being appended to and forming part of the minutes]. Please contact the Council's Public Safety Co-ordinator in respect to this.
- 4 A building permit is required for the proposed development. A copy of this planning permit should be given to your building surveyor."

Voting for the motion

(6)

Cr (J) Bonde

Cr Bloomfield

Cr Broad

Cr Diprose

Cr Viney

Cr van Rooyen

Voting against the motion

(4)

Cr (L) Bonde

Cr Carpenter

Cr Howard

Cr Tongs

Motion

Carried

GENERAL MANAGEMENT

**273/2013 Councillors' questions on notice (266/2013 – 16.09.2013)**

The General Manager reported as follows:

“The following question on notice has been received from Cr Fuller:

*‘Service Requests Update*

Please provide an update on all Service Requests and outstanding responses to questions without notice lodged by myself. Please ensure that this includes the following requests as well as those that have been forwarded to the Traffic Management Committee.

1 Pre-July 2012

Light on Aurora pole in walkway between South Road and Ling Street, Penguin – obo Barry Butler/Kerry Masters – Request No. 2012-000733.

2 Pre-July 2012

Additional lighting on Deviation Road, Penguin obo Gill Rudge/Bob McQueen.

3 October 2012

Request ID 2012-001356

Open grassed area between Amy Street and Clara Street, West Ulverstone. Please arrange for removal of graffiti from infrastructure through this grassed walkway.

4 October 2012

Reference No. (token) UF1490

Obo Penguin Primary School, Mrs Pat Perry, office staff.

Ironcliffe Road grassed verge western side adjacent to footpath installed for children’s crossing. Please advise when grass will be cut.

- 5      February 2013
- Request ID 2013-000148
- Senior Citizens Centre, Crescent Street, Penguin.
- Roof leaking behind chimney – middle of meeting space. Contact Yvonne Berry for details.
- 6      May 2013
- Reference No. (token) UF1648
- Laneway between Becks Hardware and Roberts Ltd running from Alexandra Road and Hope Street.
- This laneway is being used by residential traffic through an unsafe loading bay environment. Recent collision between car and child on bike. Please investigate with Roberts Ltd staff, appropriate signage on Hope Street end and collapsible bollard or something similar on Alexandra Street end, or refer to Traffic Management Committee for recommendations – and advise Cr Fuller.
- 7      August 2013
- Obo Ken Knight, Seabreeze Avenue, Sulphur Creek
- Penguin Cemetery, Main Road, Penguin.
- Please provide an update to Mr Knight about upgrade/repair to the driveway entrance and road surfaces within the Cemetery please.

### *Service Request Form process*

The lodgement of Service Request forms is the process provided for Councillors to submit issues that require attention to the Director. These issues largely come to Councillors attention at the request of members of the community.

This is the process created to allow members of the public to use their elected members as a conduit for service from the Council, and for staff to manage those requests efficiently and according to urgency.

Council recently recommitted itself to a Customer Service Charter assuring our community that their correspondence would be responded to within 10 days.

Does the General Manager acknowledge that:

- (a) Service Request forms lodged by Councillors should be considered in the same way as a request lodged by members of the community (i.e. correspondence requiring a response);
- (b) If yes, that the current Service Request form process is not recognised as such;
- (c) That the current Service Request form process has not improved in its communication objectives despite her previous commitment that the process would be reviewed for efficiency.'

The following response is provided:

In response to Cr Fuller's question I can advise that the staff have reviewed our Request system and as a result of that review a number of new processes were put in place. Notwithstanding that there are still some shortfalls within the system which were identified in the review, there have been marked improvements to our processes and in addressing complaints/action requests. All complaints/action requests received from numerous sources are now being keyed into the system and are being dealt with in a more consistent manner. Staff are working hard in this area and significant improvements have been made in addressing the action requests; a new software package is in the process of being purchased that will address the remaining shortfalls that were identified.

In addressing action requests there is no distinction made in regard to who lodged the requests; it is the urgency of the works required to be undertaken that drives the process, not the source of the request.

A recent audit of the process has identified improvements in the system, including the investigation and fixing of complaints/action requests, however the Council's asset management software system that is currently used for the recording of action requests is deficient for this purpose in that it does not allow the reporting required against KPIs, the acknowledgement of requests received, or feedback and escalation of outstanding requests. These are all issues that will be rectified through the new software system that is being implemented as it is acknowledged that the asset management software was not designed to handle 'all of Council' service requests and complaints.

For the period 1 July 2012 to 30 June 2013 Council staff received and entered 1,527 complaints/requests for service at an average of 29 per week. Complaints/requests are prioritised and dealt with according to the urgency of the work required. Since 1 July 2013 we have received a further 370 requests at an average of 37 per week. The new software program will enable the Council to report regularly on a series of KPIs relating to these complaints/requests for service.

In regard to the specific updates requested, the following information is provided:

- 1 This was investigated and additional lighting was not deemed necessary in this instance – a response was not sent (prior to the review);
- 2 There was no record of this request in the system and additional information is needed to allow investigation (prior to the review);
- 3 Action completed on 8 November 2012 – no feedback sent;
- 4 Action completed on 31 January 2013 – no feedback sent;
- 5 Not completed – the request has not been signed as completed yet as initially the builder has just sealed around the area in question to help stop any further leaks and is now awaiting a cherry picker so that the entire flashings around the chimney can be upgraded. This should be completed shortly;
- 6 This action request is being discussed the Traffic Management Committee. There was an acknowledgement of this request and also a response to a follow up email. A meeting is being arranged between the relevant parties to discuss options; and
- 7 Action completed on 13 March 2013 – no feedback sent.

In regard to the updates on outstanding responses to questions without notice, the following information is provided:

- . Question relating to promotional signage and war memorial unveiling commemoration – a report on signage has been included in this meeting's agenda and a Councillors' Workshop is planned for October to consider options for the anniversary of the unveiling of the Ulverstone Shrine of Remembrance;
- . Question requesting Councillors' Workshop on dog registration fees – there is a Workshop planned for February/March 2014;

- . Question relating to the Merv Wright Memorial Fountain – a Councillors’ Workshop has been undertaken recently and further work is required prior to talking to the Service Clubs;
- . Question seeking a confidential update regarding the Cradle Coast Authority Innovation Precincts – a confidential briefing regarding the Cradle Coast Authority will be provided at a Councillors’ Workshop this month.”

**274/2013 Minutes and notes of committees of the Council and other organisations**

The General Manager reported 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 24 July 2013
- . Central Coast Youth Engaged Steering Committee – meeting held on 15 August 2013
- . Central Coast Community Shed Management Committee – meeting held on 2 September 2013.

Copies of the minutes and notes have been circulated to all Councillors.”

- Cr Viney moved and Cr (L) Bonde seconded, “That the (non-confidential) minutes and notes of committees of the Council be received.”

Carried unanimously

**275/2013 Deregistration of the Tasmanian Water and Sewerage Corporation (North Western Region) Pty Limited**

The General Manager reported as follows:

“*PURPOSE*

The purpose of this report is for the Council to consider formally resolving to deregister the Tasmanian Water and Sewerage Corporation (North Western Region) Pty Limited (the Corporation).

### *BACKGROUND*

The Chairman of Cradle Mountain Water, Miles Hampton, has forwarded correspondence requesting that the Council resolve to deregister the Corporation.

The correspondence states that the Boards of TasWater and the original water and sewerage corporations have adopted a wind up plan for the four corporations now that the new statewide corporation is operational and trading. The plan works toward the orderly wind up of the corporations after the normal end of year processes are completed.

### *DISCUSSION*

The most straight forward option for the wind up of the current water corporations is to have them deregistered as dormant companies.

The Boards consider this a sensible approach given that, as at 30 June 2013, the original corporations transferred their assets, rights, liabilities and employees to TasWater under the *Water and Sewerage Corporation Act 2012* and surrendered their individual operating licences under the *Water and Sewerage Industry Act 2008*.

In essence, the original corporations are no longer trading and, when the *Water and Sewerage Corporations Act 2008* is repealed, will have no enabling legislation under which to exist.

Deregistering the corporations, rather than adopting other options, also means that the Board can attend to the process rather than having to appoint and pay a liquidator for each business.

This matter was discussed at the general meeting of TasWater in May 2013 and the meeting noted the intention to proceed on this basis.

Corporations Law and the Australian Securities and Investment Commission prescribe particular actions to deregister companies. While the Board will attend to these matters generally, one of the requirements is that all owner councils in each region agree to deregister their respective corporation.

The Board has recently adopted the financial accounts for 2012–2013 for the Corporation. Therefore, while there are still a number of tasks to be undertaken, it is appropriate now to recommend to owner councils in each region that each council formally resolves to deregister the Corporation.

To meet the wind up project timelines, the Council's decision on the deregistration is requested by 18 October 2013.

*CONSULTATION*

This matter was discussed at the general meeting of TasWater in May 2013. All owner councils in each region have been requested to agree to deregister their respective corporation.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

Any perceived risk to the Central Coast Council as an owner of Cradle Mountain Water will be negated by formally deregistering the Corporation. There will be negligible financial implications in deregistering the Corporation.

*CORPORATE COMPLIANCE*

The Central Coast Strategic Plan 2009–2014 includes the following strategies and key actions:

Council Sustainability and Governance

- . Improve corporate governance
- . Improve the Council's financial capacity to sustainably meet community expectations
- . Strengthen local–regional connections.

*CONCLUSION*

It is recommended that:

- 1 The Council agree that as the Corporation is not carrying on the business, that the Corporation apply to the Australian Securities and Investments Commission for voluntary deregistration; and
- 2 The General Manager be authorised to sign the 'Member Consent for Voluntary Deregistration of the Company' document."

■ Cr van Rooyen moved and Cr Bloomfield seconded, "That, in respect of the proposed deregistration of the Tasmanian Water and Sewerage Corporation (North Western Region) Pty Limited:

- 1 The Council agree that as the Corporation is not carrying on the business, that the Corporation apply to the Australian Securities and Investments Commission for voluntary deregistration; and

- 2 The General Manager is authorised to sign the ‘Member Consent for Voluntary Deregistration of the Company’ document.”

Carried unanimously

**276/2013 Cradle Coast Waste Management Group – Annual Plan and Budget 2013/14**

The General Manager reported as follows:

*“PURPOSE*

The purpose of this report is to advise the Council of the proposed activities of the Cradle Coast Waste Management Group (CCWMG) and seek endorsement of the 2013/14 Annual Plan and Budget (a copy is appended to this report).

*BACKGROUND*

The Council endorsed the Cradle Coast Regional Waste Management Strategy 2012–2017 at its meeting on 18 June 2012 (Minute No. 157/2012) which established the broad strategies to be delivered over the five year period to 2017. The Strategy includes four goals:

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

The CCWMG is responsible for the implementation of the Strategy through the development of an Annual Plan and Budget.

*DISCUSSION*

The CCWMG Annual Plan and Budget outlines the proposed activities that will be undertaken in the 2013–2014 financial year to achieve the goals of the Cradle Coast Regional Waste Management Strategy. The Annual Plan and Budget is based on a voluntary levy of \$5.00 per tonne of waste delivered to landfills in the North West region.

The CCWMG developed the Annual Plan and Budget to fulfil the goals and strategies identified in the Cradle Coast Regional Waste Management Strategy. For each activity/project the CCWMG require a detailed 'Scope of Works' to be provided which is reviewed prior to issuing approval to ensure project outcomes will be delivered to the group's quality and cost expectations.

In many projects, the CCWMG work in collaboration with the Northern Tasmanian Waste Management Group (NTWMG). Actions proposed for 2013–2014 are listed in the Executive Summary, and where the NTWMG will contribute financially that amount is indicated.

The Group comprises an elected member, general manager and technical staff from councils in the Cradle Coast region. The Council is represented on the Group by the General Manager.

*IMPACT ON RESOURCES*

Implementation of the Annual Plan and Budget 2013–2014 will have no impacts on Council resources as the actions are funded through waste levy revenue. The CCWMG is responsible for the implementation of the Annual Plan.

*CORPORATE COMPLIANCE*

The Central Coast Strategic Plan 2009–2014 includes the following strategies and key actions:

Council Sustainability and Governance

- . Improve corporate governance
- . Improve service provision
- . Strengthen local–regional connections.

The Plan also complies with the Cradle Coast Regional Waste Management Strategy 2012–2017.

## GENERAL MANAGEMENT

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### *CONCLUSION*

It is recommended that the Council endorse the Cradle Coast Waste Management Group, Annual Plan and Budget 2013–2014.”

The Executive Services Officer reported as follows:

“A copy of the Cradle Coast Waste Management Group Annual Plan and Budget 2013–2014 has been provided to all Councillors.”

■ Cr (L) Bonde moved and Cr Tongs seconded, “That the Council endorse the Cradle Coast Waste Management Group Annual Plan and Budget 2013/14 (a copy being appended to and forming part of the minutes)”.

Carried unanimously

CORPORATE & COMMUNITY SERVICES

**277/2013 Corporate & Community Services determinations made under delegation**

The Director Corporate & Community Services reported as follows:

“A Schedule of Corporate & Community Services Determinations made during the month of August 2013 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reported as follows:

“A copy of the Schedule has been circulated to all Councillors.”

- Cr van Rooyen moved and Cr Viney seconded, “That the Schedule of Corporate & Community Services Determinations (a copy being appended to and forming part of the minutes) be received.”

Carried unanimously

**278/2013 Contracts and agreements**

The Director Corporate & Community Services reported as follows:

“A Schedule of Contracts and Agreements (other than those approved under the common seal) entered into during the month of August 2013 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 reported as follows:

“A copy of the Schedule has been circulated to all Councillors.”

- Cr Howard moved and Cr (L) Bonde seconded, “That the Schedule of Contracts and Agreements (a copy being appended to and forming part of the minutes) be received.”

Carried unanimously

**279/2013 Common seal**

The Director Corporate & Community Services reported as follows:

“A Schedule of Documents for Affixing of the Common Seal for the period 20 August 2013 to 16 September 2013 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 reported as follows:

“A copy of the Schedule has been circulated to all Councillors. Draft Amendment 5/2013 approved at Minute No. 270/2013 is to be added to the Schedule.”

■ Cr Diprose moved and Cr Tongs seconded, “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.”

Carried unanimously

## **280/2013 Financial statements**

The Director Corporate & Community Services reported as follows:

“The following principal financial statements of the Council for the period ended 31 August 2013 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 reported as follows:

“Copies of the financial statements have been circulated to all Councillors.”

■ Cr van Rooyen moved and Cr Bloomfield seconded, “That the financial statements (copies being appended to and forming part of the minutes) be received.”

Carried unanimously

**281/2013 Rate remissions**

The Director Corporate & Community Services reported as follows:

“The following rate remissions are proposed for the Council’s consideration:

<i>PROPERTY NO.</i>	100120.0080
<i>PROPERTY ADDRESS</i>	Beach Road, Ulverstone
<i>REMISSION</i>	\$1,466.64
<i>REASON</i>	Property is Crown land that is leased by the Council
<i>PROPERTY NO.</i>	101130.0120
<i>PROPERTY ADDRESS</i>	40 Maskells Road, Ulverstone
<i>REMISSION</i>	\$450.36
<i>REASON</i>	Remit 50% of General Rate for Club (Refer Minute No. 448/2000 – 30.10.2000)
<i>PROPERTY NO.</i>	302330.0260
<i>PROPERTY ADDRESS</i>	Braddons Lookout Road, Leith
<i>REMISSION</i>	\$191.64
<i>REASON</i>	Property deemed to be valueless (Refer Minute No. 611/95 – 11.12.1995)
<i>PROPERTY NO.</i>	403570.2425
<i>PROPERTY ADDRESS</i>	Unit 1/126B South Road, Penguin
<i>REMISSION</i>	\$176.00
<i>REASON</i>	Waste management charge incorrectly charged twice.”

The Executive Services Officer reported as follows:

“The *Local Government Act 1993* provides that a council, by absolute majority, may grant a remission of all or part of any rates.”

■ Cr (L) Bonde moved and Cr Viney seconded, “That the following remissions be approved:

- . Property No. 100120.0080 – \$1,466.64
- . Property No. 101130.0120 – \$450.36
- . Property No. 302330.0260 – \$191.64
- . Property No. 403570.2425 – \$176.00.”

Carried unanimously and by absolute majority

**282/2013 Welcome signage (186/2010 – 21.06.2010)**

The Director Corporate & Community Services reported as follows:

*"PURPOSE*

This report considers a motion on notice initiated by Cr Fuller in 2010 (Minute No. 186/2010) which requested, in part, that an amount be allocated in the budget to allow for the design, approval, construction and installation of promotional signage for the western and eastern highway entrances to Ulverstone.

*BACKGROUND*

While the motion itself was not specific as to the nature of the promotional signage, it was surmised from the content of the accompanying report that some form of signage that highlighted the Ulverstone Shrine of Remembrance was envisaged.

It was also noted at that time that the Council had received an approach from the Lions Club of Ulverstone looking to enter into some form of partnership with the Council that might provide assistance with funding signage. This letter was generated following an address to the Lions Club by Mr Jernej Bazjelj who was instrumental in the construction of the Ulverstone Town Clock and Shrine of Remembrance.

As a result of this address the Lions Club was of the view that there should be a sign at the eastern and western entrances to the town urging visitors to visit this iconic structure. It was proposed that the sign have a large representation of the Shrine on the left-hand side with the following wording or similar: 'While visiting Ulverstone please take the time to visit our unique 30 metre high Town Clock and Shrine of Remembrance – built in 1953.'

Council staff subsequently undertook the design of such signs based on the criteria supplied by the Lions Club and forwarded that draft design with costings to the Club for their consideration (see Annexure 1). The Club subsequently advised the Council that it did not 'wish to proceed with this project on the basis of lack of ease in being able to read the details contained in the sign and the cost of the signs.'

*DISCUSSION*

The Lions Club of Ulverstone has advised that they no longer wish to proceed with the welcome signage in its proposed format. In light of that decision the Council needs to consider how it might now further consider the design, approval, construction and installation of promotional signage for the western and eastern highway entrances to Ulverstone.

There are already a significant number of road side signs on the Bass Highway either side of Ulverstone, and the Department of Infrastructure, Energy and Resources (DIER) is not in favour of adding to these without good reason. DIER's own guidelines on guide signs that might include photographs contains the following information:

'Advance Direction Signs: Are erected prior to an intersection and allow a driver time to select a route before reaching the intersection. These signs have generally a white legend on a green background. There are three types of Advance Direction Signs; Minor Route/Road, Stack and Diagrammatic. Normally the signs are erected on the roadside, but in some instances can be positioned on overhead gantries where conditions dictate and early selection of the correct traffic lane is essential.

Advance Direction Signs at key points throughout the State may be embellished with the addition of photographs of key tourism icons as a means of highlighting features and destinations for travellers. Typical application on State Roads may include;

- . Advance Direction Signs for bypassed towns with significant tourism importance;
- . significant intersections which involve major direction change, e.g. Granton, Sorell, Conara Junction, Campbell Town/Lake Leake Rd, Bass Hwy/ Murchison Hwy, etc.
- . key features, e.g. National Parks.

The value of "photo signs" will be enhanced through minimal use statewide.'

There is currently certain bypass signage in place incorporating photographs taken on what is a key tourist route following the coastline between Penguin and Ulverstone located within the Central Coast area. While it may be possible to replace these photographs with something recognising the Ulverstone Shrine of Remembrance, alternatively, there may be an opportunity to introduce 'Welcome to Ulverstone' signage that incorporates a photograph of the Ulverstone Shrine of Remembrance. This might be at the cost of the existing Coast Road promotional signage which currently provides the only real directional signage to this tourist route. Any additional pictorial signage to be located either within the Bass Highway road reserve or in the Council road reserve would require the permission and support of DIER. With regard to such signage DIER has the following guidelines:

- '(iii) Municipal and City/Town Boundary Greetings
  - (a) Introduction

With the approval of the Road Authority, Local Government may erect greeting signs at municipal or town/city boundaries at their discretion.

(b) Installation of Signs

Signs are to be installed in accordance with Australian Standard 1742.2 and, on State roads, DIER Specifications shall take precedence where these two differ.

(c) Design

The letter size and the total sign area should be sufficiently large, so as to be readily appreciated having regard to its location and vehicle operating speeds. The total sign should have a surface area no greater than 3 square metres.

In those cities/towns that have a TVIN Centre, the city/town boundary signs should be designed to accommodate the italicized “I” symbol – see Part E 3 (iv).

Signs are not permitted, which, because of colour, animation, siting or aspect, detract from the value of traffic signals or road marking.

Design specifications of the signs shall, in the final event, be determined by the Road Authority.

(d) Ownership and Maintenance

The signs shall be funded by the city/municipal council which shall also be responsible for sign installation, maintenance and removal.

The road authority reserves the right to remove signs which no longer comply with the original approval or have fallen into a state of disrepair.’

The cost of such signage might vary anywhere between \$3,000 and \$10,000, depending on the size of the sign and the amount of information included.

Welcome signage designs that are in keeping with the style and colour of new signage recently erected have been produced by the Council’s Engineering Services Department to be considered for placement in strategic locations in Eastland Drive and South Road (see Annexure 2).

*CONSULTATION*

The report outlines the consultation undertaken.

*IMPACT ON RESOURCES*

The cost of signage is dependent on the size and complexity involved however the basic options suggested will cost around \$3,000 per sign installed.

*CORPORATE COMPLIANCE*

The Central Coast Strategic Plan 2009–2014 includes the following strategies and key actions:

Community Capacity and Creativity

- Facilitate entrepreneurship in the business community
- Cultivate a culture of creativity in the community

Council Sustainability and Governance

- Improve service provision
- Effective communication and engagement
- Strengthen local–regional connections.

*CONCLUSION*

It is recommended that the Council undertake the erection of welcome signage as per Option A, B or C at the locations identified on the Proposed Ulverstone Entry Signage Plans.”

The Executive Services Officer reported as follows:

“A copy of the Proposed Ulverstone Entry Signage Plans, together with a copy of the draft signage prepared for the Lions Club of Ulverstone, have been circulated to all Councillors.”

- Cr (L) Bonde moved and Cr van Rooyen seconded, “That the Council undertake the erection of Welcome signage as per Option A at the locations identified on the Proposed Ulverstone Entry Signage Plans (a copy of the Plans being appended to and forming part of the minutes).”

Carried unanimously

ENGINEERING SERVICES

**283/2013 Road link from Loongana to Cradle Mountain (250/2013 – 19.08.2013)**

■ Cr (L) Bonde (having given notice) moved and Cr van Rooyen seconded, “That the following resolution passed at a meeting of the Council held on 19 August 2013 (Minute No. 250/2013) be overturned:

‘That the investigation, research and stakeholder engagement for a link road between Loongana and Belvoir Road and Loongana to Loyetea Road be referred to the Cradle Coast Authority with a request for this project to be undertaken during 2013–2015.’ ”

Cr Bonde, in support of his motion, submitted as follows:

“I believe the motion to do with this matter at the last meeting was a hurried last minute presentation with insufficient time taken to fully explore and discuss the ramifications the motion entailed. We need to discuss several serious issues regarding the building of this road before we support spending a considerable amount of money on any investigation into the building of a connection road.

- 1 If we ask Cradle Coast Authority to do any feasibility research or study are we not bound to show a definite interest in building the road should a favourable financial cost be opposed.
- 2 Are Central Coast Councillors absolutely aware of how little of the proposed road is in Central Coast control with the major part of the road in Waratah-Wynyard.
- 3 Does Kentish Council and municipality currently enjoy considerable financial tourism gains with the current tourism route through Wilmot to Cradle Mountain. The new proposal could also have some financial impact in Sheffield if visitors coming to Cradle Mountain via a totally different direction or leave Cradle Mountain in a totally different direction through to Leven Canyon.
- 4 Is the project road a need for Kentish municipality as they already have a well-established route from Upper Castra through to Wilmot and on to Cradle Mountain. I believe this route is much shorter than the proposed road of about 20km.
- 5 Should we have serious discussions with Kentish and Waratah-Wynyard Councils about the possible building of a new road through their area before

we push for any feasibility study carried out by Cradle Coast Authority. There is a very real chance that Kentish and Waratah–Wynyard will decide they want to stay with the current roads situation that is satisfactory and not get financially involved in developing a new road that has huge expense for very little benefit, either financially or geographically to them.

- 6 Who is going to have responsibility for the new road and who will bear the building expenses and then the ongoing expense with the ongoing maintenance of the new road.
- 7 Is there an added risk to the development of the proposed Dial Sports Complex if we run two major projects in conjunction. Both projects should only be funded by State and Federal grants and their financial requirements are considerable and similar.
- 8 Will this program endanger the future of our road maintenance program that apparently is already underfunded according to our Council reports.
- 9 Is it wise to ask that a considerable amount of money is to be spent on a study before all the issues mentioned above have been discussed and decided. It does not matter who is doing the survey, the cost is considerable and could be an expensive operation and because of all the above issues, not leading to a definitive result. It is not an expense I would commit to, without a definite agreement with the Kentish and Waratah–Wynyard Councils, that they will be partners in a joint agreement that would progress the project forward.”

The Executive Services Officer reported as follows:

“It should be noted that the *Local Government (Meeting Procedures) Regulations 2005* provides as follows:

‘18 Motion to overturn decision

- (1) A council or council committee must not overturn a decision passed at a previous meeting held since the last ordinary election, except –
  - (a) by a resolution of an absolute majority, in the case of a council; or
  - (b) by a resolution of a simple majority, in the case of a council committee.

- (2) Any advice given to a council in respect of a proposed motion to overturn a resolution is to include advice as to whether or not –
  - (a) the original resolution directed that certain action be taken; and
  - (b) that action has been wholly or substantially carried out.’ ”

The Director Engineering Services reported as follows:

*“BACKGROUND*

This report will provide further information to the August 2013 Council report based on undertaking additional work following the motion at that meeting.

Drawing No. 1834.01 (see Annexure 1) provides location of the municipal boundaries adjoining Central Coast municipal area and the existing arterial roads and proposed road links.

*DISCUSSION*

The proposed road linking Loongana and Belvoir Roads is mainly in the Waratah–Wynyard municipal area whereas the Loongana to Loyetea Road is entirely within the Central Coast municipal area. A check of the estimates and lengths indicates that the previous \$16m. preliminary estimate would cover the 22km from the municipal boundary to Belvoir Road.

The preliminary estimated cost to upgrade Loongana Road from the municipal boundary to the end of the seal in Loongana Road, a distance of 18km, is an additional \$14m. The total estimate is therefore \$30m. for a sealed road link from Belvoir Road to Loongana, a distance of 40km.

The Loongana to Loyetea Road link is now estimated at \$11m. from the end of the existing seal to Loongana Road for a distance of 15km. If the existing unsealed 12km section of Loongana Road was upgraded and sealed it is estimated at an additional \$9m. (i.e. a total of \$20m. to provide a sealed link from Loongana to Loyetea).

These figures are included in the ‘Resource, financial and risk impacts’ section of this report for comparison purposes and would be the figures provided to Cradle Coast Authority for a desktop investigation if required.

The concept of providing a link road from Loongana to Cradle Mountain has previously been considered via Smiths Plains and Lake Gairdner and is referred to as the Nietta Link on the plan. Preliminary estimated cost of this road is \$9m. noting that it is 11km long through very difficult and steep terrain and would be difficult to achieve the relevant standards required for a tourist road.

*CONSULTATION*

No further consultation has been undertaken at this stage.

Consultation would be required with adjoining councils prior to proceeding further on the investigations.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

The previous estimates have been updated in respect to recent reseal and construction rates and the following financial analysis is provided:

ROAD SECTION	LENGTH KM	CAPITAL \$	MAINTENANCE \$ PER ANNUM	RESEAL \$ PER 20 YRS.
Belvoir Road to municipal boundary – Waratah–Wynyard	22	16m.	200,000	800,000
Municipal boundary to seal Loongana Road – Central Coast	18	14m.	150,000	600,000
<b>Total Belvoir Road to Loongana Road</b>	<b>40</b>	<b>30m.</b>	<b>350,000</b>	<b>1,400,000</b>
Loyetea Road to Loongana Road	15	11m.	150,000	500,000
Loyetea/Loongana junction to seal Loongana Road	12	9m.	100,000	400,000
<b>Total Loyetea to Loongana – sealed</b>	<b>27</b>	<b>20m.</b>	<b>250,000</b>	<b>900,000</b>
<b>Total Loyetea to Loongana – unsealed</b>	<b>15</b>	<b>7m.</b>	<b>100,000</b>	<b>0</b>

The Loyetea to Loongana Link provides a good opportunity to analyse the situation within Central Coast as follows:

- . The capital cost is estimated to be \$20m. which would be an unfunded project under the current Long-term Financial Plan.
- . The recurrent maintenance cost would be in the order of \$250,000 per annum representing approximately a 2.5% rate increase to fund this gap.
- . The reseal estimate is estimated to be \$900,000 which is significant in terms of the base rural reseal forward plan of \$800,000 per annum.
- . The minimal cost option would be an unsealed road of a lesser standard at an estimated cost of \$7m. This is similar to the figure shown in the Future Forward Plan which is unfunded in the Long-term Financial Plan.
- . The minimum level of service is estimated at \$100,000 per annum representing around a 1% increase required to fund this gap.

It is considered that there are other unfunded projects under roads and footpaths that would have a higher priority than the Loyetea to Loongana link and this needs serious consideration from an affordability and long-term asset management perspective prior to proceeding with any further investigations.

The figures shown on the Loyetea to Loongana link also reinforce the Council's Unsealed Roads Policy noting that Loongana Road and Loyetea Road do not currently rate a priority for sealing. The Unsealed Roads Policy is currently due for review and this project provides a good example of financials on a 27km section of road noting that the total length of unsealed roads is 123km for the Central Coast municipal area.

In respect to the Belvoir Road to Loongana Road the following is noted:

- . The capital cost is estimated to be \$30m. which would be an unfunded project under the current Long-term Financial Plan.
- . The recurrent maintenance cost would be in the order of \$350,000 per annum representing approximately a 3.5% rate increase to fund this gap.
- . The reseal estimate is estimated to be \$1.4m. which is significant in terms of the base rural reseal forward plan of \$800,000 per annum.
- . The tourist road through the Tarkine is estimated at \$25m. for 22km and provides a good comparison to the magnitude of the Belvoir to Loongana link road proposal.

- . Environmental considerations would be a significant issue similar to the Tarkine.
- . The Tarkine is a higher priority than an additional Loongana to Cradle Mountain link road from a regional perspective.

*CORPORATE COMPLIANCE*

The Central Coast Strategic Plan 2009–2014 includes the following strategies and key actions:

The Shape of the Place

- . Improve the value and use of open space
- . Adopt an integrated approach to land use planning
- . Conserve the physical environment in a way that ensures we have a healthy and attractive community
- . Encourage a creative approach to new development

A Connected Central Coast

- . Provide for a diverse range of movement patterns

The Environment and Sustainable Infrastructure

- . Invest in and leverage opportunities from our natural environment
- . Develop and manage sustainable built infrastructure

Council Sustainability and Governance

- . Strengthen local–regional connections.

*CONCLUSION*

The motion on notice from Cr Bonde is submitted for consideration.”

Voting for the motion

(4)  
 Cr (L) Bonde  
 Cr Bloomfield  
 Cr Tongs  
 Cr van Rooyen

Voting against the motion

(6)  
 Cr (J) Bonde  
 Cr Broad  
 Cr Carpenter  
 Cr Diprose  
 Cr Howard  
 Cr Viney

Motion

Lost

**284/2013 Tenders for resealing of urban and rural roads**

The Director Engineering Services reported as follows:

*"PURPOSE*

The purpose of this report is to make recommendation on tenders received for the resealing of urban and rural roads.

*BACKGROUND*

Expressions of interest for sprayed bituminous surfacing were invited on 4 August 2012 as part of the Council's Standing Tenders for 2012–2015. Submissions were received from Venarchie Contracting Pty Ltd, Hardings Hotmix Pty Ltd, Roadways Pty Ltd and Downer EDI Works.

Venarchie Contracting Pty Ltd, Hardings Hotmix Pty Ltd and Roadways Pty Ltd were placed on the Multiple Use Register after being assessed for compliance.

Downer EDI Works was not placed on the Register due to outstanding works still not completed from the 2009–2010 resealing program.

Tenders for urban and rural reseals were called from the registered contractors on 30 July 2013, closing at 2.00pm on Wednesday, 21 August 2013.

*DISCUSSION*

The Engineering Group Leader provides the following comments:

'Tenders were received as follows (including GST):

TENDERER	PRICE \$
Hardings Hotmix Pty Ltd	490,772.40
Venarchie Contracting Pty Ltd	609,121.22
Roadways Pty Ltd	609,842.06
<i>ESTIMATE</i>	<i>575,000.00</i>

During the tender process it was identified that a line item for Westella Drive had been incorrectly included in the schedule. This item has been removed from the relevant submissions.

The adjusted tender amounts are as follows (including GST):

TENDERER	PRICE \$
Hardings Hotmix Pty Ltd	490,772.40
Roadways Pty Ltd	597,090.02
Venarchie Contracting Pty Ltd	597,519.74
<i>ESTIMATE</i>	<i>575,000.00</i>

Average tender rate comparisons with last year’s successful tender are as follows:

- . Reseal area Rural
- . This year’s lowest tender 7% increase
- . This year’s highest tender 42% increase

There were no urban resealing works carried out last year for comparison, however, it is noted that the amount for this year, based on the lowest tender, is \$89,128 (18% of the tendered amount). The rural reseals component is therefore \$370,062 (75%) and linemarking \$31,582 (7%).

The reduced prices will enable additional areas of roads to be prepared by Council works for reseals for the following year.

Tenders were evaluated using a weighted scoring system which considers compliance with tender documents, previous work for the Council, proposed construction period and tender price. Based on the evaluation, Hardings Hotmix Pty Ltd was assessed as the preferred tenderer.’

The Engineering Group Leader’s report is supported.

*CONSULTATION*

This item has followed an invited tendering process.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

The tender from Hardings Hotmix Pty Ltd can be accommodated within the budget of \$575,000.

### *CORPORATE COMPLIANCE*

The Central Coast Strategic Plan 2009–2014 includes the following objectives:

#### A Connected Central Coast

- . Provide for a diverse range of movement patterns
- . Connect the people with services

#### The Environment and Sustainable Infrastructure

- . Develop and manage sustainable built infrastructure

#### Council Sustainability and Governance

- . Improve corporate governance
- . Improve service provision.

### *CONCLUSION*

It is recommended that the following tender be accepted and approved by the Council:

- . Hardings Hotmix Pty Ltd – \$490,772.40 (including GST)."

■ Cr van Rooyen moved and Cr Viney seconded, "That the tender from Hardings Hotmix Pty Ltd in the amount of \$490,772.40 (including GST) for the resealing of urban and rural roads, be accepted."

Carried unanimously

### **285/2013 Tenders for bridge replacement – East Gawler River, Central Castra Road, Central Castra**

The Director Engineering Services reported as follows:

"The Engineering Group Leader has prepared the following report:

#### *'PURPOSE*

The purpose of this report is to make recommendation on tenders received for the replacement of the existing bridge over the East Gawler River on Central Castra Road, Central Castra.

*BACKGROUND*

The existing timber bridge was built in 1993. A load limit was placed on it in November 2011 due to deteriorated piles on the north abutment. It is subject to general traffic along with a variety of agricultural and logging traffic.

The alignment of the road dictates the location of the bridge, therefore it is proposed to be rebuilt in its current location with a 5m clear width to provide improved clearance when negotiating the adjacent bend.

*DISCUSSION*

Tenders were called for the replacement of the bridge on 29 June 2013 and closed at 2.00pm on 30 July 2013.

A minimum conforming standard was outlined in the design brief.

On review of the tenders received, none were found to meet all the requirements of the design brief, mainly involving the provision of full depth concrete abutments and wingwalls.

Correspondence was forwarded to the four tenderers on 19 August 2013 detailing the requirements of the brief, along with accompanying drawings. Tenderers were requested to submit a price for this, closing at 4.30pm on 29 August 2013.

The revised tenders received were all found to be conforming. The previous submissions were held as alternative tenders and considered accordingly.

Tenders were received as follows (including GST and \$40,000 contingency):

TENDERER	PRICE \$
BridgePro Engineering P/L - Alternative 3	251,420
BridgePro Engineering P/L - Alternative 2	276,060
TasSpan Civil Contracting P/L - Alternative	278,307
VEC Civil Engineering P/L - Alternative	299,843
TasSpan Civil Contracting P/L - Conforming	313,132

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TENDERER	PRICE \$
VEC Civil Engineering P/L - Conforming	324,838
BridgePro Engineering P/L - Alternative 1	330,620
BridgePro Engineering P/L - Conforming	355,780
BPS P/L - Alternative	444,499
BPS P/L - Conforming	554,501
<i>ESTIMATE</i>	<i>450,000</i>

Following is an outline of each tender:

TENDERER	CLEAR SPAN (M)	CLEAR WIDTH (M)	STREAM WIDTH (M)	SUPERSTRUCTURE	SUBSTRUCTURE
BridgePro P/L Conforming	11	5	11	Concrete 't' planks	Bored or driven tube piles with full depth abutments and wingwalls.
BridgPro P/L Alternative 1	15	5	7	Concrete 't' planks	Driven tube piles with reduced depth abutment and wingwalls + new concrete block walls.
BridgPro P/L Alternative 2	15	5	7	Concrete 't' planks	Driven tube piles with reduced depth abutment and wingwalls. Maintain existing lower walls.
BridgPro P/L Alternative 3	14	5	7	Concrete 't' planks	Driven tube piles with reduced depth abutment and wingwalls. Maintain existing lower walls.
BPS P/L Conforming	11	5	11	Concrete Humedeck units	Precast piles, bored piers or strip footing with full depth in situ abutments.
BPS P/L Alternative	11	5	7	Concrete Humedeck units	Precast piles, bored piers or strip footing with reduced depth in situ abutments.
TasSpan Civil Contracting P/L Conforming	11	5	11	Concrete plank beams	Full depth abutments and wingwalls on in situ footings pinned to rock.

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TasSpan Civil Contracting P/L Alternative	15	5	7	Concrete 't-plank' beams	Steel piles with reduced depth abutment and wingwalls. Maintain existing walls.
VEC Civil Engineering P/L Conforming	11	5	11	Concrete planks	Steel piles or rock anchors with full depth abutments and wingwalls.
VEC Civil Engineering P/L Alternative	14	5	7	Concrete planks	Steel piles with reduced depth abutments and wingwalls including rock armour. Maintain existing walls.

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The existing bridge is 15m long, constructed on shallow abutments above and behind concrete retaining walls. These walls form a 7m wide channel which directs the water flow under the bridge. The structural capacity and condition of these walls is unknown with evidence of undermining of the north wall. The life expectancy of the replacement bridge is 100 years and it would be expected that some maintenance or replacement of the walls, if left in place, would be necessary during this time. Based on this the design brief included the removal of these walls with the new bridge to have full depth abutments.

Constructing full depth abutments produces a more regular shaped opening under the bridge lessening the chance of blockages, such as log jams etc. The waterway width is equal to the clear span of the bridge. This allows the new bridge to be shortened to an 11m clear opening with no decrease in flow capacity resulting in better value for money.

Therefore alternative tenders maintaining a narrower channel width will not be considered further.

The four conforming tenders which satisfy the design brief requirements are as follows:

TENDERER	PRICE \$
TasSpan Civil Contracting P/L	313,132
VEC Civil Engineering P/L	324,838
BridgePro Engineering P/L	355,780
BPS P/L	554,501

BridgePro Engineering P/L, TasSpan Civil Contracting P/L and VEC Civil Engineering P/L have all previously carried out work successfully for the Council and are recognised as being competent to perform the works with their structures conforming to relevant standards.

BPS P/L has not previously carried out any work for the Council.

The preferred option for any bridge replacement is with a permanent concrete structure if it falls within budget as there are low lifecycle and maintenance costs. All conforming tenders provide for concrete permanent options and three out of the four are within budget.

All designs are similar in that they propose a structural concrete deck sitting on concrete abutments over piled or anchored footings. Standard w-beam railing is proposed by all.

The Council uses a weighted tender assessment method based on:

- . compliance with tender documents;
- . experience;
- . personnel;
- . construction period;
- . OHWS system and record;
- . tender price/value for money.

TasSpan Civil Contracting P/L achieved the highest rating based on this method.

### *CONSULTATION*

This item has followed a public tendering process.

Local consultation and public notice will be provided at the time of construction.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

The tender from TasSpan Civil Contracting P/L can be accommodated within the budget which is funded under the Australian Government – Roads to Recovery Program. Given this is the final year of the current Roads to Recovery Program and South Riana Road Rehabilitation being the only other recipient of this funding, it is proposed to transfer the surplus from this project to the South Riana Road Rehabilitation project, allowing additional work to be carried out.

This bridge is approaching the end of its useful life, as emphasised by the load limit applied and reinforces the necessity for immediate replacement to maintain this rural link.

### *CORPORATE COMPLIANCE*

The Central Coast Strategic Plan 2009–2014 includes the following strategies and key actions:

A Connected Central Coast

- . Provide for a diverse range of movement patterns

The Environment and Sustainable Infrastructure

- . Develop and manage sustainable built infrastructure

Council Sustainability and Governance

- . Improve the Council's financial capacity to sustainably meet community expectations.

*CONCLUSION*

It is recommended that the tender from TasSpan Civil Contracting P/L for the sum of \$313,132 (including GST) for the replacement of the East Gawler River Bridge at Central Castra Road, Central Castra be accepted and approved by the Council and the balance not expended be transferred to South Riana Road Rehabilitation works.'

The Engineering Group Leader's report is supported."

- Cr van Rooyen moved and Cr Howard seconded, "That the tender from TasSpan Civil Contracting P/L in the amount of \$313,132 (including GST) for the replacement of the East Gawler River Bridge at Central Castra Road, Central Castra be accepted and the balance not expended be transferred to South Riana Road Rehabilitation works."

Carried unanimously

**286/2013 Tenders for CBD area street bin waste collection service**

The Director Engineering Services reported as follows:

"The Environmental Engineer has prepared the following report:

*PURPOSE*

The purpose of this report is to consider the tenders for the provision of the CBD area street bin waste collection service through to the end of the 2015–2016 financial year.

*BACKGROUND*

The Council arranges for the daily collection and disposal of waste from street bins generally within the CBD areas of Ulverstone and Penguin, and the Forth, Turners Beach, Sulphur Creek and Heybridge urban environments.

The contract for this work expired at the end of June 2013, and was extended to 30 September 2013 under the terms of the contract.

Public tenders for the CBD area street bin waste collection service were called on 10 August 2013 and closed on 28 August 2013.

### *DISCUSSION*

Tenderers were requested to provide pricing based on the collection of waste from 61 street bins and five cigarette butt bins on a daily basis, and the disposal of an estimated 0.1 tonnes of accrued waste per day. Two alternatives were provided for the disposal of the accrued waste, being to the Dulverton Regional Landfill (Dulverton) as is currently the case, or the Council's Resource Recovery Centre (RRC).

Tenders were received as follows (excluding GST):

TENDERER	COLLECTION PRICE \$ (PER WEEKDAY)	COLLECTION PRICE \$ (PER W/END DAY)	DISPOSAL TO DULVERTON PRICE \$ (PER WEEK)	DISPOSAL TO RRC PRICE \$ (PER WEEK)
DL & DM Wescombe Transport	165.00	165.00	220.00	0.00
Devon Contractors	135.00	180.00	1,169.00	315.00
Tox Free Australia P/L (trading as Jones Enviro Services)	155.50	217.67	181.90	155.50
Kellys Waste Management	200.00	220.00	95.50	65.00
Grant Dixon	198.00	264.00	Included in collection rate	Included in collection rate
Veolia Environmental Services (Australia) P/L	220.00	300.00	Included in collection rate	-10.40
Equity Labour Services (ELS)	262.30	335.50	390.00	75.00
T J Contracting	307.13	307.13	446.25	133.75
Aussie Waste Management	661.30	661.30	120.00	60.00

## ENGINEERING SERVICES

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Evaluation of the tender schedule provides the following (excluding GST):

TENDERER	CALCULATED COLLECTION PRICE \$ (PER WEEK)	CALCULATED COLLECTION AND DISPOSAL TO DULVERTON PRICE \$ (ANNUAL)	CALCULATED COLLECTION AND DISPOSAL TO RRC PRICE \$ (ANNUAL)
DL & DM Wescombe Transport	1,155.00	71,500.00	60,060.00
Devon Contractors	1,035.00	114,608.00	70,200.00
Tox Free Australia P/L (trading as Jones Enviro Services)	1,212.82	72,525.02	71,152.22
Kellys Waste Management	1,440.00	79,846.00	78,260.00
Grant Dixon	1,518.00*	78,936.00	78,936.00
Veolia Environmental Services (Australia) P/L	1,700.00*	88,400.00	87,857.12
Equity Labour Services (ELS)	1,982.50	123,370.00	106,990.00
T J Contracting	2,149.91	135,000.00	118,750.32
Aussie Waste Management	4,629.10	246,953.20	243,833.20
<i>ESTIMATE</i>		<i>90,000.00</i>	

\* Disposal cost included

For disposal to Dulverton the lowest (GST exclusive) annual cost is from DL & DM Wescombe Transport and Tox Free Australia P/L at around \$72,000, followed by Grant Dixon and Kellys Waste Management at around \$80,000.

For disposal to the RRC the lowest cost is \$60,000 from DL & DM Wescombe Transport, followed by Devon Contractors and Tox Free Australia P/L at around \$71,000.

The tenders were evaluated using a weighted scoring system which considered:

- . compliance with tender documents;
- . previous experience;
- . personnel (field);
- . personnel (management);
- . vehicle fleet/backup capacity;
- . OHS policy and record system; and
- . tender price.

The outcome of the evaluation process revealed Tox Free Australia P/L (trading as Jones Enviro Services) as the highest ranked tenderer for both disposal alternatives (Dulverton and RRC), with DL & DM Wescombe Transport a close second for the RRC disposal alternative.

Disposal to Dulverton is the current practice. All costs associated with this are borne by the contractor and this is reflected in the *additional* cost attributed by the tenderers for this alternative.

Disposal to the RRC brings with it a reduced tender price. However, the cost of transporting this waste from the RRC to Dulverton, and the disposal costs at Dulverton, would be borne by the Council. This is estimated to be some \$5,000 per annum.

Occupational health and safety management and public safety are important considerations given the type of work involved in collecting waste from in and around the CBD area. Tox Free Australia P/L is certified to Australian Standard AS/NZS 4801 placing it on the same level of accreditation as the Council. A high level of confidence is also attributed to Tox Free Australia P/L in being able to manage and control these risks.

It is therefore recommended that Tox Free Australia P/L be the preferred tenderer for the CBD area street bin waste collection service.'

The Environmental Engineer's report is supported.

### *CONSULTATION*

This item has followed a public tendering process.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

The amount tendered can be accommodated with the budget allocation.

### *CORPORATE COMPLIANCE*

The Central Coast Strategic Plan 2009–2014 includes the following strategies and key actions:

#### The Shape of the Place

- Improve the value and use of open space

#### The Environment and Sustainable Infrastructure

- Contribute to the preservation of the natural environment

#### Council Sustainability and Governance

- Improve service provision.

### *CONCLUSION*

It is recommended that the tender from Tox Free Australia P/L trading as Jones Enviro Services in the sum of \$155.50 (excl. GST) [\$171.05 (incl. GST)] per day for weekday collections, \$217.67 (excl. GST) [\$239.44 (incl. GST)] per day for weekend day collections, \$181.90 (excl. GST) [\$200.09 (incl. GST)] per week for disposals to the Dulverton Regional Landfill and \$155.50 (excl. GST) [\$171.05 (incl. GST)] per week for disposals to the Council's Resource Recovery Centre, for the CBD area street bin waste collection service to 30 June 2016 be accepted."

- Cr van Rooyen moved and Cr Diprose seconded, "That the tender from Tox Free Australia P/L trading as Jones Enviro Services in the sum of \$171.05 (incl. GST) per day for weekday collections, \$239.44 (incl. GST) per day for weekend day collections, \$200.09 (incl. GST) per week for disposals to the Dulverton Regional Landfill and \$171.05 (incl. GST) per week for disposals to the Council's Resource Recovery Centre, for the CBD area street bin waste collection service to 30 June 2016 be accepted."

Carried unanimously

**287/2013 Tenders for public area waste collection service**

The Director Engineering Services reported as follows:

“The Environmental Engineer has prepared the following report:

*PURPOSE*

The purpose of this report is to consider the tenders for the provision of the public area waste collection service through to the end of the 2015–2016 financial year.

*BACKGROUND*

The Council arranges for the collection and disposal of waste from a number of public areas (parks and open spaces) within the Ulverstone, Penguin, Forth, Turners Beach, Sulphur Creek and Heybridge urban environments.

The contract for this work expired at the end of June 2013, and was extended to 30 September 2013 under the terms of the contract.

Public tenders for the public area waste collection service were called on 10 August 2013 and closed on 28 August 2013.

*DISCUSSION*

Tenderers were requested to provide pricing based on the collection and disposal of waste from 133 mobile garbage bins on a combination of once and twice weekly basis, and the disposal of an estimated 0.5 tonnes of accrued waste per collection.

Tenders were received as follows (excluding GST):

TENDERER	COLLECTION AND DISPOSAL TENDER PRICE \$ (PER WEEK)	CALCULATED TOTAL COST \$ (PER ANNUM)
Tox Free Australia P/L (trading as Jones Enviro Services)	633.88	32,961.76
Grant Dixon	690.00	35,880.00
Devon Contractors	763.00	39,676.00

## ENGINEERING SERVICES

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TENDERER	COLLECTION AND DISPOSAL TENDER PRICE \$ (PER WEEK)	CALCULATED TOTAL COST \$ (PER ANNUM)
Veolia Environmental Services (Australia) P/L	826.90	42,998.80
Kellys Waste Management	850.00	44,200.00
Equity Labour Services (ELS)	989.00	51,428.00
DL & DM Wescombe Transport	1,035.00	53,820.00
Aussie Waste Management	1,276.80	66,393.60
T J Contracting	2,116.00	110,032.00
<i>ESTIMATE</i>		<i>45,000.00</i>

The lowest (GST exclusive) annual cost is \$33,000 from Tox Free Australia P/L followed by Grant Dixon at \$36,000 and Devon Contracting at \$40,000.

The tenders were evaluated using a weighted scoring system which considered:

- . compliance with tender documents;
- . previous experience;
- . personnel (field);
- . personnel (management);
- . vehicle fleet/backup capacity;
- . OHS policy and record system; and
- . tender price.

The evaluation confirmed Tox Free Australia P/L trading as Jones Enviro Services as the preferred tenderer.'

The Environmental Engineer's report is supported.

### *CONSULTATION*

This item has followed a public tendering process.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

The amount tendered can be accommodated with the budget allocation.

*CORPORATE COMPLIANCE*

The Central Coast Strategic Plan 2009–2014 includes the following strategies and key actions:

The Shape of the Place

- Improve the value and use of open space

The Environment and Sustainable Infrastructure

- Contribute to the preservation of the natural environment

Council Sustainability and Governance

- Improve service provision.

*CONCLUSION*

It is recommended that the tender from Tox Free Australia P/L trading as Jones Enviro Services in the sum of \$633.88 (excl. GST) [\$697.27 (incl. GST)] per week for the public area waste collection service to 30 June 2016 be accepted.”

- Cr Diprose moved and Cr (L) Bonde seconded, “That the tender from Tox Free Australia P/L trading as Jones Enviro Services in the sum of \$697.27 (incl. GST) per week for the public area waste collection service to 30 June 2016 be accepted.”

Carried unanimously

**288/2013 Tenders for buildings and facilities waste collection service**

The Director Engineering Services reported as follows:

“The Environmental Engineer has prepared the following report:

*PURPOSE*

The purpose of this report is to consider the tenders for the provision of the buildings and facilities waste collection service through to the end of the 2015–2016 financial year.

## ENGINEERING SERVICES

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### *BACKGROUND*

The Council arranges for the collection and disposal of waste from a number of buildings and facilities within the Ulverstone, Penguin, Forth, Turners Beach, Sulphur Creek and Heybridge urban environments.

The contract for this work expired at the end of June 2013, and was extended to 30 September 2013 under the terms of the contract.

Public tenders for the buildings and facilities waste collection service were called on 10 August 2013 and closed on 28 August 2013.

### *DISCUSSION*

Tenderers were requested to provide pricing based on the supply of 19 waste receptacles (skips), the collection of waste from these on a weekly basis and the disposal of an estimated 2.1 tonnes of accrued waste per week.

Tenders were received as follows (excluding GST):

TENDERER	COLLECTION AND DISPOSAL TENDER PRICE \$ (PER WEEK)	SKIP RENTAL TENDER PRICE \$ (PER WEEK)	CALCULATED TOTAL COST \$ (PER ANNUM)
Veolia Environmental Services (Australia) P/L	795.15	38.00	43,323.80
Veolia Environmental Services (Australia) P/L – alternate pricing	830.49	38.00	45,161.48
Aussie Waste Management	708.00	228.00	53,352.00
Kellys Waste Management	988.00	43.84	53,655.68
Tox Free Australia P/L (Jones Enviro Services)	855.00	190.00	54,340.00
<i>ESTIMATE</i>			<i>48,000.00</i>

The lowest (GST exclusive) annual cost is \$43,000 from Veolia Environmental Services followed by Aussie Waste Management, Kellys Waste Management and Tox Free Australia P/L all around the \$54,000 mark.

An alternative pricing schedule was provided in the Veolia Environmental Services tender based on an estimated 2.5 tonnes of waste to be disposed of per week. This appears to be a more accurate representation of the actual amount of waste collected. The annual cost of this being \$45,000.

The tenders were evaluated using a weighted scoring system which considered:

- . compliance with tender documents;
- . previous experience;
- . personnel (field);
- . personnel (management);
- . vehicle fleet/backup capacity;
- . OHS policy and record system; and
- . tender price.

The evaluation confirmed Veolia Environmental Services as the preferred tenderer on either the conforming or alternative pricing schedule.'

The Environmental Engineer's report is supported.

*CONSULTATION*

This item has followed a public tendering process.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

The amount tendered can be accommodated with the budget allocation.

*CORPORATE COMPLIANCE*

The Central Coast Strategic Plan 2009–2014 includes the following strategies and key actions:

The Shape of the Place

- . Improve the value and use of open space

The Environment and Sustainable Infrastructure

- . Contribute to the preservation of the natural environment

Council Sustainability and Governance

- Improve service provision.

### *CONCLUSION*

It is recommended that the tender from Veolia Environmental Services (Australia) P/L in the sum of \$830.49 (excl. GST) [\$913.54 (incl. GST)] per week for collection and disposal, and \$38.00 (excl. GST) [\$41.80 (incl. GST)] per week for the rental of skips for the buildings and facilities waste collection service to 30 June 2016 be accepted.”

- Cr van Rooyen moved and Cr Diprose seconded, “That the tender from Veolia Environmental Services (Australia) P/L in the sum of \$913.34 (incl. GST) per week for collection and disposal, and \$41.80 (incl. GST) per week for the rental of skips for the buildings and facilities waste collection service to 30 June 2016 be accepted.”

Carried unanimously

### **289/2013 Temporary closure of Spellmans Road, Upper Castra**

The Director Engineering Services reported as follows:

#### *“PURPOSE*

The purpose of this report is to advise Councillors of a long-term road closure of Spellmans Road caused by a recent landslip. The location of the slip is within the Kentish municipal area, approximately 200m east of the Wilmot River Bridge.

#### *BACKGROUND*

On 17 August 2013 the Manager Engineering – Kentish Council advised the Central Coast Council’s Works Group Leader of the closure of Spellmans Road due to landslip following a period of heavy rain. At the time the duration of the closure was not known.

#### *DISCUSSION*

A repair was commenced in the week following advice from the Kentish Council, however it became evident the extent of the damage was greater than first anticipated.

An engineering company has since been engaged to assess the damage and the amount of repair is expected to be significant, in both scope and cost.

As a result the estimated time of closure is expected to be in the order of six months, placing the re-opening around March 2014.

The road has been permanently closed to through traffic with local access allowed either side of the Wilmot River, but permanent access blocked at the River. Pre-warning signs have been placed near Castra Road to advise of the closure.

A photo of the landslip is available at Appendix 1.

As the initial emergency has now passed, the closure is no longer advertised on the Police/Emergency websites and it is the responsibility of councils to advise potential users.

*CONSULTATION*

This item has followed discussion between officers of both the Central Coast Council and Kentish Council. Kentish Council is working toward design of a solution. It is recommended that the Central Coast Council, through its Visitor Information Centres and networks, assist the Kentish Council to propagate the closure advice to as many sources as possible.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

This item has no effect on resources or direct financial impacts. Closure of the road reduces exposure to risk until it can be re-opened.

*CORPORATE COMPLIANCE*

The Central Coast Strategic Plan 2009–2014 includes the following objectives:

A Connected Central Coast

- . Provide for a diverse range of movement patterns
- . Connect the people with services

The Environment and Sustainable Infrastructure

- . Develop and manage sustainable built infrastructure

Council Sustainability and Governance

- . Improve corporate governance
- . Improve service provision.

*CONCLUSION*

It is recommended that the closure is noted and that the Visitor Information Centres propagate the information to the wider community, particularly including tourism networks.”

The Executive Services Officer reported as follows:

“A copy of the photo of the landslip has been circulated to all Councillors.”

■ Cr Broad moved and Cr Tongs seconded, “That the temporary closure of Spellmans Road, Upper Castra is noted and that the Visitor Information Centres propagate the information to the wider community, particularly including tourism networks.”

Carried unanimously

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## CLOSURE OF MEETING TO THE PUBLIC

### 290/2013 Meeting closed to the public

The Executive Services Officer reported as follows:

“The *Local Government (Meeting Procedures) Regulations 2005* provide that a meeting of a council is to be open to the public unless the council, by absolute majority, decides to close the meeting or part of the meeting because it wishes to discuss a matter (or matters) in a closed meeting and the Regulations provide accordingly.

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 matter be discussed in a closed meeting:

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

This is a matter relating to:

- information provided to the Council on the condition it is kept confidential.”

■ Cr Viney moved and Cr Tongs seconded, “That the Council close the meeting to the public to consider the following matter, it being a matter relating to:

- 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:

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

Carried unanimously and by absolute majority

The Executive Services Officer further reported as follows:

“1 The *Local Government (Meeting Procedures) Regulations 2005* 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, only the fact that the matter was discussed and is

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not to record in the minutes of the open meeting the details of the outcome unless the council determines otherwise.

- 2 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.

- 3 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.”

GENERAL MANAGEMENT

**291/2013 Minutes and notes of other organisations and committees of the Council**

The General Manager reported (reproduced in part) as follows:

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

...

The *Local Government (Meeting Procedures) Regulations 2005* provide in respect of any matter discussed at a closed meeting that ‘the general manager –

- (a) is to record in the minutes of the open meeting, in a manner that protects confidentiality, only the fact that the matter was discussed; and
- (b) is not to record in the minutes of the open meeting the details of the outcome unless the council or council committee determines otherwise.’

The details of this matter are accordingly to be recorded in the minutes of the closed part of the meeting.”

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## Closure

There being no further business, the Mayor declared the meeting closed at 7.59pm.

CONFIRMED THIS 21ST DAY OF OCTOBER, 2013.

## Chairperson

(Imm:dil)

## Appendices

- Minute No. 267/2013 – Schedule of Development & Regulatory Services Determinations
- Minute No. 270/2013 – Amendment 5/2013 – 4 Eastland Drive, Ulverstone (Application No. DA213024)
- Minute No. 272/2013 – Civil Aviation Safety Authority Advisory Circular AC 139-09(0) and Standard Drawing SD-1009 Rural Roads – Typical Standard Access – 329 Stotts Road, Riana (Application No. DA213008)
- Minute No. 276/2013 – Cradle Coast Waste Management Group Annual Plan and Budget 2013/14
- Minute No. 277/2013 – Schedule of Corporate & Community Services Determinations
- Minute No. 278/2013 – Schedule of Contracts & Agreements
- Minute No. 279/2013 – Schedule of Documents for Affixing of the Common Seal
- Minute No. 280/2013 – Financial statements
- Minute No. 282/2013 – Proposed Ulverstone Entry Signage plans

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## QUALIFIED PERSON'S ADVICE

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

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

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

I therefore certify that with respect to all advice, information or recommendation provided to the Council within these minutes:

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

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



Sandra Ayton  
GENERAL MANAGER

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# Appendices

# Central Coast Council

## List of Development Applications Determined

Period From: 01-Aug-2013 To 31-Aug-2013

Application Number	Property Address	Development Application Type	Description of Proposed Use	Application Date	Decision Date	Day Determined
DA212158	3 Alexandra Road Ulverstone 7315	Discretionary Development Application	Subdivision and consolidation and the development of 12 units (Multiple Dwellings)	20-Mar-2013	15-Aug-2013	34
DA212207	108 Alexandra Road Ulverstone 7315	Discretionary Development Application	Residential garage - variation to side setback	27-Jun-2013	08-Aug-2013	40
DA212208	551 Gunns Plains Road Gunns Plains 7316	Permitted Development Application	Replacement dwelling	01-Jul-2013	08-Aug-2013	35
DA213001	194 Main Road Penguin 7316	Discretionary Development Application	Residential dwelling - variation to side boundary and rail setback and area of doubtful land stability	02-Jul-2013	01-Aug-2013	28
DA213002	4 Charlene Court Turners Beach 7315	Discretionary Development Application	Shed requiring variation to the rear and side boundary setbacks and variation to gross floor area	02-Jul-2013	12-Aug-2013	38
DA213004	1043 Gunns Plains Road Gunns Plains 7316	Permitted Development Application	Boundary adjustment	08-Jul-2013	13-Aug-2013	35
DA213006	7 Tucker Street Ulverstone 7315	Permitted Development Application	Home Occupation - Remedial Massage Therapy	10-Jul-2013	06-Aug-2013	27
DA213005	36 Ashwater Crescent Penguin 7316	Permitted Development Application	Consolidation of two lots (including 38 Ashwater Crescent)	12-Jul-2013	08-Aug-2013	24
DA213010	9 Risby Street Ulverstone 7315	Discretionary Development Application	Garage - variation to front and rear setbacks	17-Jul-2013	29-Aug-2013	34
DA213012	275 Stubbs Road Turners Beach 7315	Permitted Development Application	Shed	19-Jul-2013	13-Aug-2013	25
DA213016	4 Cordell Place Turners Beach 7315	Discretionary Development Application	Outbuilding - garage	22-Jul-2013	21-Aug-2013	28
DA213018	61 Sice Avenue Heybridge 7316	Discretionary Development Application	Residential extension (deck) and shed	23-Jul-2013	21-Aug-2013	27
DA213015	26 Berkshire Parade Penguin 7316	Discretionary Development Application	Outbuilding - shed	24-Jul-2013	22-Aug-2013	29

<b>Application Number</b>	<b>Property Address</b>	<b>Development Application Type</b>	<b>Description of Proposed Use</b>	<b>Application Date</b>	<b>Decision Date</b>	<b>Day Determined</b>
DA213013	20 Dennison Close Heybridge 7316	Discretionary Development Application	Residential dwelling	26-Jul-2013	30-Aug-2013	3
DA213021	2 Gilbert Street Forth 7310	Discretionary Development Application	Two lot subdivision	26-Jul-2013	30-Aug-2013	34
DA213033	Unit 2/55 Eastland Dr Ulverstone 7315	Permitted Development Application	Carport	09-Aug-2013	22-Aug-2013	12
DA213034	207 Fabers Road Riana 7316	Permitted Development Application	Carport	13-Aug-2013	13-Aug-2013	0
DA213040	33 Daveys Road West Pine 7316	Permitted Development Application	Garage	22-Aug-2013	27-Aug-2013	4

## SCHEDULE OF DEVELOPMENT & REGULATORY SERVICES DETERMINATIONS

Period: 1 August 2013 to 31 August 2013

### Building Approvals - 19

<i>Type</i>	<i>No.</i>	<i>Total Value (\$)</i>
Dwellings	4	1,205,000
Flats/Units	0	0
Additions	5	152,000
Alterations	0	0
Outbuildings	5	69,988
Other	5	1,082,220
The estimated cost of building works totalled		<u>\$2,509,208</u>

Amended Building Permits - 1

Minor Works Applications - 0

Plumbing Permits - 20

Special Plumbing Permits (on-site wastewater management systems) - 2

Special Plumbing Permit - 2

Food Business registrations (renewals) - 13

Food Business registrations - 2

Place of Assembly licences - 1

Public Health Risk Activity Premises Registration - 1

Public Health Risk Activity Operator Licences - 1

Temporary Food Business registrations - 3

Temporary Place of Assembly licences - 0

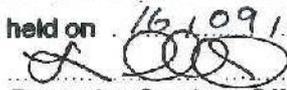


Paul Bidgood

DIRECTOR DEVELOPMENT & REGULATORY SERVICES

**CENTRAL COAST COUNCIL**

I certify that this is the schedule referred to in  
Minute No. 267/2013 of a meeting of the  
Council held on 16/09/2013

  
Executive Services Officer

# Annexure 2

## Central Coast Planning Scheme 2005 Amendment 5/2013

Proposed insertion of Business and professional services use category in the Residential Zone Table of Use in S6.2.1 for the property at 4 Eastland Drive, Ulverstone only and an additional building category for Business and professional services in the Performance Criteria P1 of S6.4.3 Building design and siting

- 1 The following additional use is to be inserted in the Discretionary Defined Use of the Table of Use at S6.2.1 after row 10 as follows:

Business and professional services	At 4 Eastland Drive, Ulverstone (CT 229279/1) only and for the purposes of consulting rooms only.
------------------------------------	---

- 2 Insert the new words "(a) Business and professional services" after the words "P1 Buildings for:" and renumber remaining Performance Criteria accordingly.

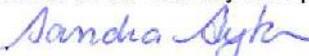
<b>CENTRAL COAST COUNCIL</b>
at this is <u>Amendment 5/2013</u>
referred to in
Minute No. <u>270/2013</u> of a meeting of the
Council held on <u>16 / 09 / 2013</u>

Executive Services Officer

### INSTRUMENT OF CERTIFICATION

The Central Coast Council resolved at its meeting of 16 September 2013 that Amendment 5/2013 of the Central Coast Planning Scheme 2005 meets the requirements specified in section 32 of the *Land Use Planning and Approvals Act 1993*.

THE COMMON SEAL of the Central Coast Council, Tasmania has been hereunto affixed pursuant to a resolution of the Council passed on the 16th day of September, 2013 in the presence of:

  
GENERAL MANAGER





Australian Government  
Civil Aviation Safety Authority

# Advisory Circular

## AC 139-08(0)

## APRIL 2005

### REPORTING OF TALL STRUCTURES

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#### 1. REFERENCES

- CASR 139.360 and CASR 139.365
- MOS – Part 139-Aerodromes, Chapter 7-Obstacle Restriction and Limitation, Section 7.1 – General
- Airports (Protection of Airspace) Regulations 1996

#### 2. PURPOSE

2.1 The purpose of this AC is to provide some guidance to those authorities and persons involved in the planning, approval, erection, extension or dismantling of tall structures so that they may understand the vital nature of the information they provide.

2.2 Information on tall structure is held centrally by the Royal Australian Air Force (RAAF) Aeronautical Information Service (AIS) who maintain a tall structure database. Information is also provided to a range of aviation organisations so that they can be identified on aeronautical charts, etc.

#### 3. STATUS OF THIS AC

3.1 This is the first AC to be issued on this subject, however the content of this AC updates information previously published in CAAP 89W-2(0) — Reporting of Tall Structures.

**CENTRAL COAST COUNCIL**  
I certify that this is the CASA Advisory Circular (DA213008) referred to in Minute No. 272/2013 of a meeting of the Council held on 16/09/2013.  
  
Executive Services Officer

*Advisory Circulars are intended to provide advice and guidance to illustrate a means, but not necessarily the only means of complying with the Regulations, or to explain certain regulatory requirements by providing informative, interpretative and explanatory material.*

*Where an AC is referred to in a 'Note' below the regulation, the AC remains as guidance material.*

*ACs should always be read in conjunction with the referenced regulations.*

#### **4. BACKGROUND**

**4.1** The Australian aviation community has identified a need to have information on tall structures available for publication on aeronautical charts.

**4.2** The RAAF Aeronautical Information Service (AIS) has been assigned the task of maintaining a database of tall structures, the top measurement of which is:

- 30 metres or more above ground level — within 30 kilometres of an aerodrome; or
- 45 metres or more above ground level elsewhere

**4.3** The database of tall structures will generally capture more information than what is required to be reported by the regulations.

**4.4** The database will also be available for use by mapping agencies such as Australian Surveying and Land Information Group, and domestic and international aviation organisations.

#### **5. WHY REPORT TALL STRUCTURES**

**5.1** Inadvertent collision with tall structures is a significant cause of aircraft accidents involved in low level flying operations. The risk posed by a tall structure to aircraft safety can be minimised if information on the tall structure is conveyed to pilots so that they can fly at a safe margin above the structure.

**5.2** Low level flying operations are typically conducted during:

- approach, landing and take-off operations
- specialist flying activities (such as crop-dusting, cattle mustering, pipeline inspection, fire-fighting)
- search and rescue operations
- military low-level flying operations

**5.3** Except for approach, landing and take-off operations (which are normally conducted in the vicinity of an aerodrome) low level operations can be conducted anywhere across Australia (subject to regulatory conditions/limitations).

**5.4** In addition to the safety of aircraft operations, an inadvertent collision with a tall structure poses a number of other risks:

- business continuity if the services provided from the tall structure are unavailable e.g. communications services
- costs associated with the erection of a new structure
- liability issues

**5.5** In the event of an aircraft hitting a tall structure, the role of persons and/or organisations associated with the operation of the tall structure would be a matter for the courts.

## **6. WHAT ARE THE AVIATION REGULATIONS THAT APPLY TO TALL STRUCTURES?**

**6.1** CASR 139.360 requires the operator of a certified or registered aerodrome to notify CASA of any development or proposed construction in the vicinity of the aerodrome (normally 15km) that is likely to be a hazard to air navigation.

**6.2** In the vicinity of major capital city airports, the *Airports (Protection of Airspace) Regulations 1996* also apply. Under these regulations, the operator of such an aerodrome has to notify the Department of Transport and Regional Services (DOTARS) of any potential infringement to the prescribed airspace established for that aerodrome. DOTARS has the power to prohibit or limit erection of tall structures within the prescribed airspace of a Federal Airport covered by the *Airports (Protection of Airspace) Regulations*.

**6.3** In areas remote from an aerodrome, CASR 139.365 requires the owner of a structure (or proponents of a structure) that will be 110m or more above ground level to inform CASA. This is to allow CASA to assess the effect of the structure on aircraft operations and determine whether or not the structure will be hazardous to aircraft operations.

## **7. WHAT DO I NEED TO REPORT?**

**7.1** Details should be provided on the construction, extension or dismantling of tall structures the top of which is:

- 30 metres or more above ground level (within 30 kilometres of an aerodrome); and
- 45 metres or more above ground level elsewhere.

**7.2** Information provided to the database should be accurate and readily interpreted. The "TALL STRUCTURE REPORT FORM" at Attachment A has been designed to help owners and/or developers in this respect.

## **8. WHERE WILL THE INFORMATION BE HELD?**

**8.1** The information on all tall structures is held in a central database that is managed by the RAAF AIS.

## **9. HOW DO I REPORT?**

**9.1** Information on tall structures and any queries in regard to the database should be directed to:

Aeronautical Data Officer

RAAF AIS (VBM-M2)

Victoria Barracks

St Kilda Road

Southbank Vic 3006

Tel: (03) 9282-5750

Fax: (03) 9282-6695

Email: [ais.charting@defence.gov.au](mailto:ais.charting@defence.gov.au)

**9.2** To assist all organisations to provide all of the necessary and complete information, use of the standard "Tall Structure Report" form attached to this AC (Attachment A) is encouraged.

---

Richard Macfarlane  
Acting Executive Manager  
Aviation Safety Standards



Zone: \_\_\_\_\_ Positional Accuracy  $\pm$  (metres) (if available) : \_\_\_\_\_

Date of last survey (if known): \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Year of erection: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Height of structure: \_\_\_\_\_ Height Accuracy  $\pm$  FT (if available): \_\_\_\_\_

Ground level elevation\* at the base of the Structure (if known): \_\_\_\_\_

Height from ground level to the top most point of the obstruction in metres (including all antennae, aerials and other attachments) : \_\_\_\_\_

Elevation\* to the top of the structure in metres, including all antennae, aerials and other attachments: \_\_\_\_\_

Note: \*Elevation values are referenced to Mean Sea Level (AMSL) or the Australian Height Datum (AHD) and values are requested in feet or to 1/10<sup>th</sup> of a metre.

**Value Code:** How was the data captured? (1) (2) (3) (4) (5) (6) (*Please circle*)

- |                              |                           |
|------------------------------|---------------------------|
| 1. 1st order survey          | 2. Stereo photogrammetric |
| 3. Mono photogrammetric      | 4. Chart/map derived      |
| 5. Handheld GPS (non survey) | 6. Reported               |

Guy-wire footprint: \_\_\_\_\_ metres (*Lateral distance from structure*)

### MARKING

Obstacle marking	(e.g. painted red or orange and white)	Yes / No
Obstacle lighting	(e.g. flashing red obstacle light)	Yes / No
Other obstacle markers	(e.g. orange balls on guy wires)	Yes / No
Is the Obstacle Permanent or Temporary ?		Perm / Temp
If Temporary, what is the intended removal date:		____ / ____ / _____

### OTHER REMARKS

.....

.....

.....

### CONTACT DETAILS

Name of person making report: \_\_\_\_\_

Organisation and position within organisation: \_\_\_\_\_

Tel or Fax contact : Tel: . \_\_\_\_\_ Fax: \_\_\_\_\_

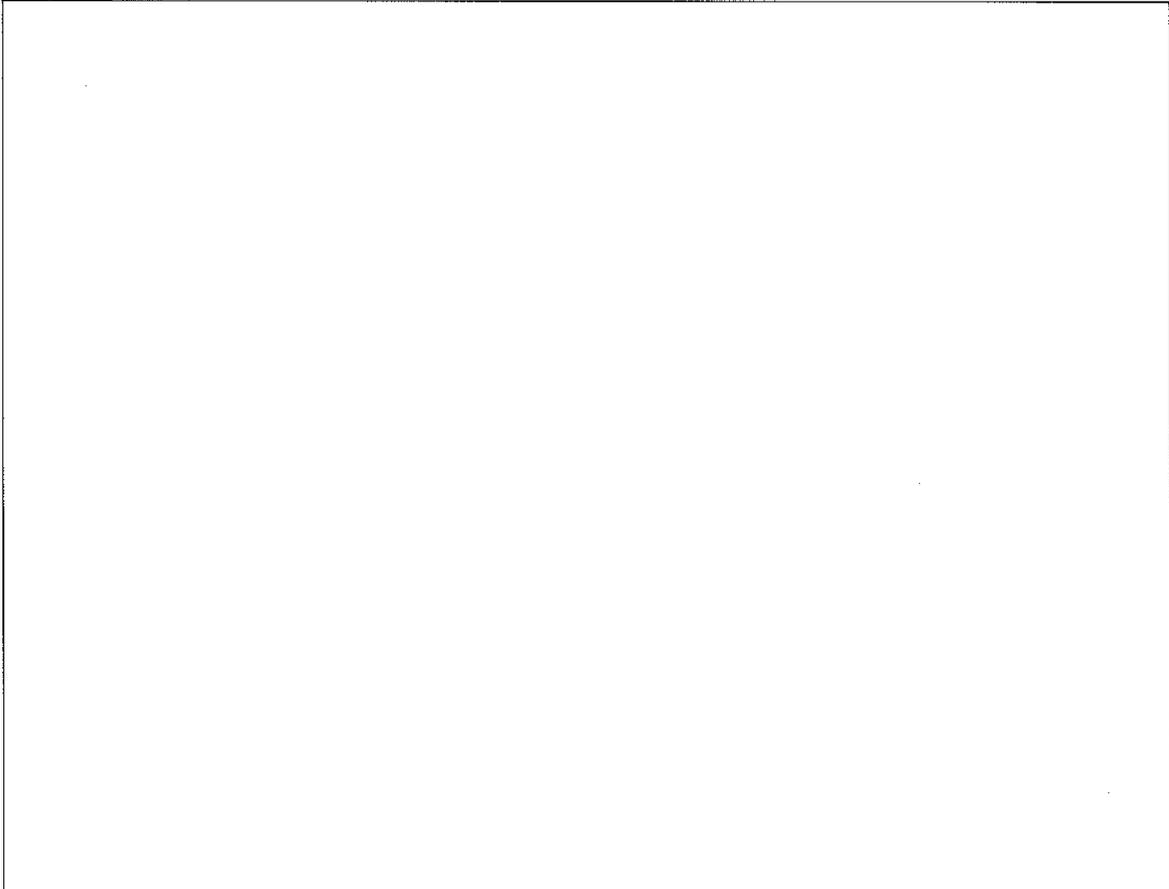
Email: \_\_\_\_\_

**ELECTRONIC SUBMISSION OF DATA**

An online Vertical Obstruction Report Form is available at [www.raafais.gov.au/obstr\\_form.htm](http://www.raafais.gov.au/obstr_form.htm) or via the RAAF Web site at [www.raafais.gov.au](http://www.raafais.gov.au)  
 Products     Vertical Obstruction Report Form.

**SITE SKETCH**

Site sketch showing the proximity to roads, streets, tracks, buildings, creeks, trig points and any other suitable or relevant features to locate the obstruction.

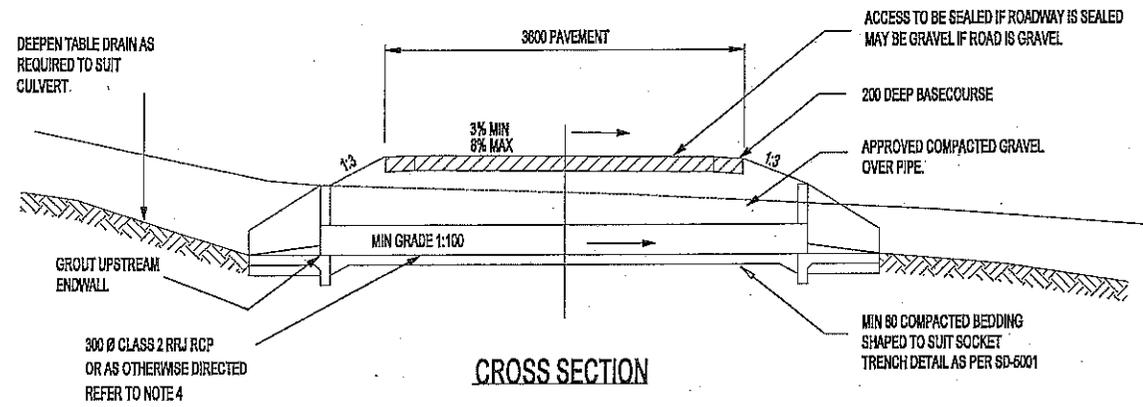


Will forward details to AIS website:

Yes / No

If you are able to provide RAAF AIS with site drawings or construction plans in a zipped format, it would add to data integrity and completeness whilst lessening the need to make follow up calls to confirm any missing data.

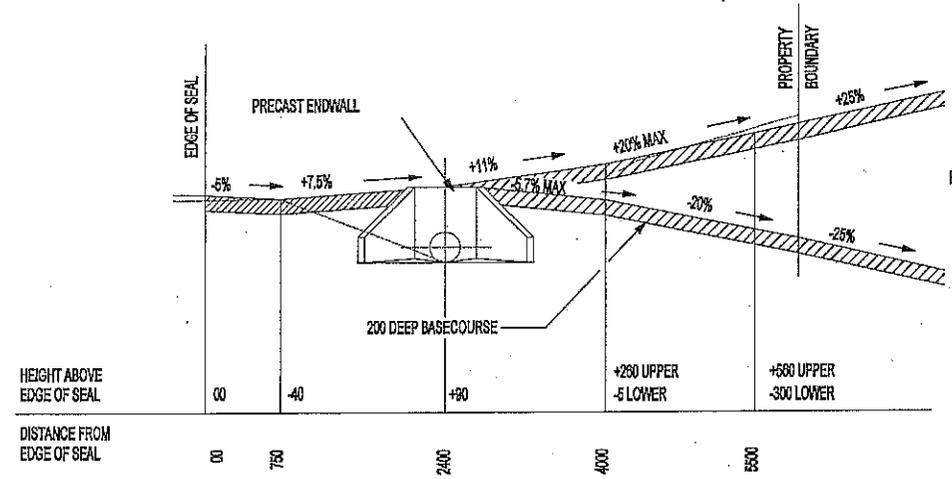
Attachment Data can be sent to: [ais.charting@defence.gov.au](mailto:ais.charting@defence.gov.au)



**NOTES**

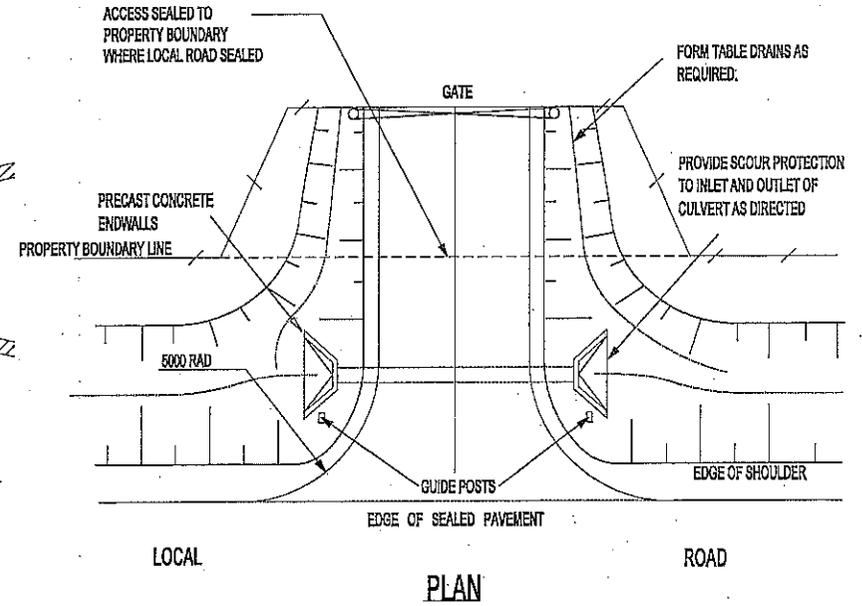
1. ALL DIMENSIONS IN MILLIMETRES (mm) UNLESS NOTED
2. PRECAST ENDWALL TO BE WINGED TYPE OR OTHER APPROVED TYPE
3. SHALLOW DISH CROSSING MAY BE USED AS AN ALTERNATIVE
4. MIN CLEAR COVER OVER DRIVEWAY CULVERTS SHALL BE:  

PIPE CLASS	MIN COVER
-CLASS 2	600
-CLASS 3	400
-CLASS 4	300
5. INSTALL GUIDEPOSTS AT CULVERT ENDS REFER SD-1010



**DRIVEWAY PROFILE**

DRIVEWAY PROFILE SHOULD BE CHECKED FOR EACH LOCATION AND DESIGNED TO SUIT STANDARD VEHICLES



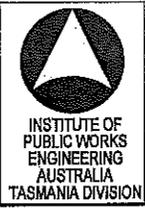
**PLAN**

**CENTRAL COAST COUNCIL**

that this is *Standard Drawing*  
 No. SD-1009 (DA213008) referred to in  
 Minute No. 272/2013 of a meeting of the  
 Council held on 16 10 2013

*[Signature]*  
 Executive Services Officer

**INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA**  
 TASMANIA DIVISION Inc. - 2003 DISCLAIMER.  
 The authors and sponsoring organisations shall have no liability or responsibility to the user or any other person or entity with respect to any liability, loss or damage caused or alleged to be caused, directly or indirectly, by the adoption and use of these Standard Drawings including, but not limited to, any interruption of services, loss of business or anticipatory profits, or consequential damages resulting from the use of these Standard Drawings. Persons must not rely on these Standard Drawings as equivalent of, or a substitute for, project-specific design and assessment by an appropriately qualified professional.



**DRAWING TITLE**  
 TASMANIAN COUNCILS' SUBDIVISION STANDARD DRAWING  
**RURAL ROADS - TYPICAL STANDARD ACCESS**

SCALE NOT TO SCALE	VERSION 2 1 JANUARY 2007	DRAWING NO. SD-1009
-----------------------	-----------------------------	------------------------

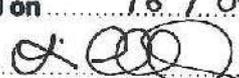


# CRADLE COAST AUTHORITY

## Annual Plan & Budget

Cradle Coast Waste Management Group

2013/14

<b>CENTRAL COAST COUNCIL</b>
... that this is the Cradle Coast Waste Management Group Annual Plan and Budget 2013/14 referred to in Minute No. 276/2013 of a meeting of the Council held on 16 / 09 / 2013

Executive Services Officer

## DOCUMENT RECORD

Revision	Issued To	Date	Reviewed	Approved
1	CCWWMG	06/05/2013	MD	MG
2	CCWWMG – meeting for review	01/07/2013	MD	CCWWMG
3	CCWWMG - Final	26/7/2013	MD	CCWWMG

## EXECUTIVE SUMMARY

The *Cradle Coast Waste Management Strategy, 5 year strategy 2012 – 2017* was ratified in June 2012 by the Cradle Coast Waste Management Group (CCWMG) and the Councils participating in the voluntary waste levy. This Annual Plan details how the Strategy goals will be achieved in 2013/14 and their consistency with *The Tasmanian Waste and Resource Management Strategy*.

The 2013/14 Annual Plan and Budget is based on the voluntary levy of \$5.00 per tonne of waste delivered to the landfills in the North West region. Under this scenario an estimated \$440,000 (plus carried over funds from 2012/13) would be available to the CCWMG in 2013/14 to implement the initiatives from the 5 year strategy.

For each activity/project the CCWMG require a detailed “Scope of Works” to be provided which is reviewed prior to issuing approval to ensure project outcomes will be delivered to the group’s quality and cost expectations.

In many projects the CCWMG work in collaboration with the Northern Tasmania Waste Management Group (NTWMG). Actions proposed for 2013/14 are below, and where the NTWMG will contribute financially that amount is indicated. Each action is referenced against a report number, when the action has been initiated from that report. A full list of the corresponding reports is located in Section 5 of this Annual Plan.

Ref #	Action	Report No	Budget	NTWMG
2.1	Review organics collection trial and determine through further investigations and consultations, the suitability and support for such a collection across the region <i>SP/6</i>	14	\$30,000	\$15,000
2.2	Trials to assist Dulverton Compost marketing in agricultural & land rehabilitation <i>SP/9</i>	14	\$5,000	Nil
2.3	Feasibility study of processing construction and demolition waste <i>SP/6</i>	14 & 17	\$15,000	Nil
2.4	Develop a Regional Pricing Policy & Implementation Plan <i>SP/12</i> (CF)	14	\$20,000	\$20,000
2.5	Community consultation on revised pricing policy and impacts <i>SP/13</i>	14	\$10,000	\$10,000
2.6	Work with local waste companies regarding regional pricing policy <i>SP/14</i>	14	Nil	Nil
2.7	Investigate regional strategies for sustainable management of tyres, gas bottles & cooking oil <i>SP/15</i>	14	\$15,000	\$10,000
2.8	Development of waste transfer station (WTS) best practise guidelines, including requirements for data collection <i>SP/16</i>	14	\$30,000	\$30,000
2.9	Regional Waste Governance Structure Review <i>SP/17</i> (CF)	14	Nil	Nil
2.10	Undertake kerbside waste composition audits to determine target waste for recovery <i>SP/21</i>	14	\$90,000	\$90,000
2.11	Data to be provided by Councils to the EPA in September to assist with state-wide planning and reporting <i>SP/22</i>	14	\$4,000	Nil
2.12	Develop a sustainable procurement policy template for individual councils <i>SP/31</i>	14	Nil	Nil
2.13	Contribute towards consistent training & reinforcement for waste facility staff to increase material separation <i>SP/32</i>	14	\$20,000	\$20,000
2.14	Work with EPA to develop a mechanism for fines for illegal dumping incidents <i>SP/34</i>	14 & 12	Nil	Nil
2.15	Implement household hazardous waste collection <i>SP/45</i> (CF)	14	\$50,000	\$50,000
2.16	Facilitate an annual Resource Recovery Achievement Award <i>SP/47</i>	14	\$10,000	\$1,000
2.17	Progress a region waste communication/education plan addressing residential, visitor and commercial audiences <i>SP/48</i>	14	\$50,000	\$50,000

2.18	Work with regional waste transfer stations (WTS) to introduce better collection systems and signage	14 & 17	\$40,000	TBA
2.19	Conduct recycling bin audits	16	\$65,000	\$100,000
2.20	Establish & maintain a regionally consistent illegal dumping monitoring & reporting system	12	\$6,000	Nil
2.21	Finalising of Grants Program (CF)	14	\$7,000	\$50,000
2.22	State-wide Container Deposit Scheme (CDS) study	N/A	\$10,000	Nil
2.23	Other ongoing activities	N/A	Nil	Nil
2.24	Project Management of the 2013/14 CCWVG Annual Plan & Budget	N/A	91,500	Nil
		<b>Total:</b>	<b>\$568,500</b>	<b>\$446,000</b>

The Cradle Coast Waste Management Group (CCWVG) is responsible for the implementation of the Strategy including the development and implementation of this Annual Plan.

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# 1 INTRODUCTION

## 1.1 Cradle Coast Region

The Cradle Coast Authority, Cradle Coast Waste Management Strategy 2012 - 2017 was ratified in June 2012 by the Cradle Coast Council's participating in the voluntary waste levy. This Annual Plan details how the four CCWMG goals and the interim waste diversion target will be achieved in 2013/14.

The Strategy's four goals are:

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

The Strategy's interim waste diversion target is:

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

The Cradle Coast Waste Management Group (CCWMG) is responsible for the implementation of the Strategy including the development of this Annual Plan.

## 1.2 State Priority Issues

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

1. Improved partnerships, coordination and planning;
2. Waste avoidance and sustainable consumption;
3. Waste minimisation and resource recovery;
4. Improved regulation and management of residual waste;
5. Improved data collection and management systems; and
6. Reduction of greenhouse gas emissions.

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

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

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

Priority 3 - Improve regulation enforcement.

Priority 4 - Education.

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

### **1.3 Environment Protection and Heritage Council (EPHC)**

The EPHC, comprising state ministers, have the following projects that may be relevant to council operations within 2013/14:

- Development of a national waste classification and data system;
- Development of a Regulatory Impact Statement for consideration of Container Deposit Legislation; and
- Introduction of an extended producer-responsibility scheme for televisions and computers.

The CCWVG will provide briefings and seek advice from participating councils as these projects develop.

## 2 PROGRAMS FOR 2013/2014

### 2.1 Review organics collection trial and determine through further investigations and consultations, the suitability and support for such a collection across the region (SP Ref/6)

Review the 2012/13 kerbside organic collection trial & investigation and determine the suitability and support for a consistent organics collection program across the region.

Receive the kerbside organic collection trial report developed in 2012/13 financial year. This report is to be reviewed to determine whether a regional collection would prove to be socially, environmentally and financially viable. Further investigation into the operating costs and the effects of such a collection on the region are to be carried out. These investigations may also involve seeking community feedback to obtain the level of support and desire for a kerbside organics collection in the region.

Should the 2012/13 kerbside organic collection trial data prove to be socially, environmentally and financially viable, the CCWVG will tender for a suitable and consistent organics collection program across the region.

Tender is to include:

- Collection and processing;
- Bin purchase and rollout; and
- Community Education

To obtain consistent and efficient collection services and therefore a good price for the region, all member councils should commit to the tender process. The inclusion of bin purchase, rollout and community education into the one contract allows for smoother running of waste collection contracts, amortises the cost over the life of the contract and also locks in funding for community education and bin maintenance, which may be subject to political pressures in the future.

### 2.2 Trials to assist Dulverton Compost marketing in agricultural & land rehabilitation

(SP Ref/9)

Facilitate trials to assist in securing markets for Dulverton Organic Compost in the agricultural and land rehabilitation sectors.

Organic composts and mulches are ideal for agricultural and land rehabilitation uses, such as the rehabilitation of former mine sites and quarries. Pending supply of compost and mulch products, the CCWVG should seek to secure markets in these sectors for the supply of composts and mulches generated from potential domestic waste management collections and drop-offs. Composting domestic green waste provides great outcomes for the community and environment but also increases the quantity of the final compost product produced. Should the domestic green waste market increase the compost market must also increase for it to be viable.

Independent trials of Dulverton Organic Compost could be carried out to show the benefits of compost use in agricultural and land rehabilitation sectors, to open up more marketing opportunities. These trials could include investigation into whether additional soil additives (lime for example) are reduced and/or eliminated with the application of compost. If proven to be favourable, this data may assist in reaching other markets such as those in agriculture.

### **2.3 Feasibility study of processing construction and demolition waste** (SP Ref/10)

Investigate the feasibility of processing construction and demolition (C&D) wastes (asphalt, concrete, brick, aggregate) at each waste facility, taking into account markets for the end product to determine optimal separation of materials.

Investigation to look at options for mobile crushers to attend each waste transfer station (WTS) site on an as required rotation and also the options for fixed crushers. Also look at options for setting up one larger regional C+D sorting facility or assist WTS's to set up better systems onsite to separate the product.

Matters to consider in the investigation include:

- Determine C&D waste quantities at each WTS site.
- Possibility of a crusher contract similar to current green waste contract.
- Research markets for C&D waste.
- Investigate viability of setting up 1 large C&D sorting facility vs. setting up better systems at each WTS to separate the product.
- Carry out feasibility study.
- Prepare tender documents based on the preferred model.

### **2.4 Develop a Regional Pricing Policy & Implementation Plan (CF)** (SP Ref/13)

Develop a Regional Pricing Policy & Implementation Plan that incentivises source separation and waste diversion and understand the impacts of the proposed changes.

Continue the development of a regional Pricing Policy and Implementation Plan, consider a reduced charge for recyclable materials and take into account any potential carbon pricing impacts for increased landfill gate fees and transport costs. There may be some cost transfer between facilities however the gate fees for the public will look fairly similar across the region.

This project will be undertaken in collaboration with the Northern Tasmania Waste Management Group (NTWGM) who is contributing an additional \$20,000.

### **2.5 Community consultation on revised pricing policy and impacts** (SP Ref/13)

Consult with and educate the community about revised pricing policy and impacts.

Following the implementation of the revised regional Pricing Policy and Plan as per Item 2.4 listed in this Annual Plan, education should be provided to the community on source separation, recycling of certain waste types and how the new pricing structure will affect them.

### **2.6 Work with local waste companies regarding regional pricing policy** (SP Ref/14)

Work with local waste management companies regarding the regional pricing policy and encourage them to adopt a similar approach with their customers to incentivise source separation.

Following the implementation of the revised regional Pricing Policy and Plan, details need to be provided to local waste management industry representatives on the approach CCWGM is taking to improve recycling in the region and encourage industry to carry out similar approaches to ensure both consistency and increased diversion.

## **2.7 Investigate regional strategies for sustainable management of tyres, gas bottles & cooking oil** (SP Ref/15)

Investigate regional strategies for sustainable management of recyclables from waste facilities for materials that are difficult to process locally. Wastes to be investigated include: tyres, gas bottles & cooking oil.

Regional contracts for the collection and processing of bulky and difficult waste from waste disposal sites will ensure consistency in service for the community and reduce costs for each Council in the provision and collection of recyclables, disposal services. The regional contracts could be for individual wastes (e.g. Regional cooking oil contract) or for several recyclable products in the one contract.

Matters to consider in this investigation include:

- Determine waste quantities at each WTS site and any other collection facilities.
- Investigate the viability of several contracts for each waste stream vs. 1 contract that includes numerous waste streams.
- Research markets and costs to recycle locally and if local markets are not available, further the research to mainland or overseas.
- Carry out feasibility study/costs for entire project.

## **2.8 Development of waste transfer station (WTS) best practise guidelines, including requirements for data collection** (SP Ref/16)

Determine WTS best practise minimum standards for the region & then carry out an audit of each WTS to determine areas for improvement, including requirements for data collection.

Best practice guidelines for WTS should include, but not be limited to:

- Environmental protection measures;
- Ceasing unmanaged stockpiling of inert wastes;
- The provision of recycling infrastructure (drop off areas and skips or collection areas) away from general waste disposal areas;
- The continued provision of training for staff on site; and
- Standard data collection process.

Investigation should expand on the required data collection to detail the types of data that should/can be collected. These results will feed into the regionalisation of waste services project carried out in the 2012/13 financial year.

## **2.9 Regional Waste Governance Structure Review (CF)** (SP Ref/17)

Participate in and support an investigation of the potential options and models for a regional waste governance and management structure for the Cradle coast region.

CCWVG believes investigating different governance & management models of waste services for the region could provide significant savings and efficiencies. The likely introduction of a mandatory State-wide waste levy and other changes in the delivery of waste services are likely to lead to increased management requirements.

A model developed by the owner councils should aim to provide best practice in both governance and management to allow the region to best manage waste services into the future.

## **2.10 Undertake kerbside waste composition audits to determine target waste for recovery**

(SP Ref/21)

Undertake kerbside waste composition audits every three to five years to understand the effectiveness of policies and programs and to determine target wastes for improved resource recovery.

In 2010 the CCWVG & NTWVG conducted a waste audit of the 7 landfills in the region; this audit provided a snapshot of the breakup of waste going into landfill but didn't highlight the waste specifically generated by households.

To gain a better understanding of what waste is being generated by households, it is proposed that kerbside waste composition audits be conducted at selected areas across the two regions. The audit findings will not only assist by identifying target wastes for recovery but will also allow for monitoring of the effectiveness of regional waste reduction programs.

## **2.11 Data to be provided by Councils to EPA in September to assist with state-wide planning and reporting** (SP Ref/22)

With the assistance of WAC, implement systems to capture data of all waste generated in the region. In September each year, councils should provide the WAC with financial data returns for the previous financial year, including waste generation, recycling, diversion and sustainable procurement data to assist with state wide waste planning and reporting.

The CCWVG, in partnership with the WAC, is to determine a process of waste and recycling reporting to the WAC to inform improved state waste management policies and define areas of needed infrastructure and policy support. Reporting should be on a financial year basis with reporting to be completed by September in the following financial year.

## **2.12 Develop a sustainable procurement policy template for individual councils** (SP Ref/31)

Develop a sustainable procurement policy template to be modified and implemented by individual councils.

Sustainable procurement policies within each council provide the corporate support for waste reduction and market development improving environmental outcomes. A number of free sustainable procurement models are available in other Australian states which may be adapted to Tasmanian and individual council conditions.

## **2.13 Contribute towards consistent training & reinforcement for waste facility staff to increase material separation** (SP Ref/32)

Contribute towards the delivery of training and reinforcement for waste facility staff to increase materials separation.

Landfill and waste transfer station staff are at the front line of effective resource recovery and waste diversion at disposal sites. The continued training, recognition of achievements, and support of facility staff is paramount to achieving improved resource recovery and diversion for the CCWVG region. Training should be provided on a regional basis.

#### **2.14 Work with EPA to develop a mechanism for fines for illegal dumping incidents** (SP Ref/34)

Work with the EPA to develop a mechanism for appropriately trained staff to issue on the spot fines for illegal dumping incidents.

Currently there is no mechanism to issue on the spot fines in response to illegal dumping incidents. As part of effective enforcement the region and member councils require EPA to implement a mechanism for councils to be able to issue penalties to offenders.

#### **2.15 Implement household hazardous waste collection** (SP Ref/45)

Support the introduction of the preferred household hazardous waste collection program.

In 2012/13 an investigation of the potential models to continue household hazardous waste collection was undertaken and a report was provided to WAC. Following a determination by WAC of the preferred model, the CCWVG should determine whether the preferred collection method meets our regions needs. If so, implement the preferred method.

#### **2.16 Facilitate an annual Resource Recovery Achievement Award** (SP Ref/47)

Annually acknowledge individuals or organisations in each region making a significant contribution to waste management.

This is proposed to raise awareness, ownership and interest of waste initiatives in communities, industries and businesses, to provide acknowledgement and encourage progress in waste reduction.

## **2.17 Progress a regional waste communication/education plan addressing residential, visitor and commercial audiences (SP Ref/48)**

Progress a communications/education plan for the region including detailed actions for waste reduction, organics, recycling, consistent signage, illegal dumping, schools and community education.

Consistent branding and messaging improves community awareness. Savings in print, design and promotion costs can be made through State and regional initiatives. It is proposed that the developed communications plan be progressed.

Implementation of item 2.17 will deliver the following:

- Development and maintenance of a waste website;
- Garden/food waste campaign (to build on the 'be part of the bigger picture' campaign);
- Action plans to improve recycling recovery and reduce contamination;
- Design and installation of illegal dumping signage and an associated community education campaign;
- Expansion of waste photo library for use by waste educators and schools, to be accessible from the waste website;
- Promotion of sustainable consumption behaviours and purchasing decisions and ways to avoid waste;
- Promotion of waste management best practices;
- Review information on council websites and improve waste services information provided, at a minimum link to the CCWVG website or state-wide waste website;
- Develop a schools education material by reworking already developed resources, making relevant for Tasmanian audiences & partnering with other interested parties (Keep Australia Beautiful) to ensure material is consistent and effective; and
- Promote E-Waste collection at WTS by advertising to businesses, schools & the community.

This project will be undertaken in collaboration with the Northern Tasmania Waste Management Group (NTWVG) who is contributing an additional \$50,000 and the Southern Waste Strategy Authority (SWSA) under a Waste Management Group Communications Memorandum of Understanding (MOU).

## **2.18 Work with regional waste transfer stations (WTS) to introduce better collection systems and implement consistent signage (OTH Ref/1)**

Investigate current collection systems and signage requirements for each WTS, determine ways to improve these collection systems & implement consistent signage in all WTS in our region.

Determine what is needed at WTS to get them to best practise and at higher level of resource recovery. This will be based on information collected in landfill and WTS audits. Survey the WTS to determine their signage requirements.

Investigate whether there is grant funding available that could be applied for, to assist in providing WTS with appropriate signage and infrastructure. Grant application is to be written.

## **2.19 Conduct recycling bin audits (OTH Ref/2)**

Carry out random recycling bin audits of select areas in the region to identify and quantify the types of recyclables and contaminants appearing in the kerbside recycling collection.

Prepare and carry out random recycling bin audits in selected areas in the region to identify and quantify in terms of weight and volume, the types of recyclables and contaminants, appearing in the kerbside recycling collection.

Matters to consider include:

- Look at opportunities to partner with Veolia to conduct audit;
- General newspaper advertising advising residents that a random audit will be carried out;
- Collection area (rural & city);
- Sample size;
- Resources required; and
- A final audit report.

Educate and/or provide advice to residents who are found to have contaminated their recycling bins. If there is a common trend for recycling bin contamination, carry out some broad scale education for the whole of the community to assist in rectifying the problem.

## **2.20 Establish & maintain a regionally consistent illegal dumping monitoring & reporting system (OTH Ref/3)**

This monitoring & reporting system will enable the extent of the illegal dumping problem to be quantified and monitored.

Determine key contact details of land managers and Council staff that have an interest in illegal dumping. A standard reporting template is to be created and the frequency of reporting to be determined. Details should be provided to key contacts and completed data to be provided to the CCWVG annually. Collection of this data will highlight illegal dumping 'hot spots', which will allow for future projects aimed at proactively managing these hotspots with assistance from land managers and Councils.

A number of initiatives to influence positive change in the community with regards to illegal dumping will be taking place through the regional communications & education projects. There are a number of projects listed in the CCWVG Annual Plan that are aimed at improving best practise & signage at WTS, which will flow onto the community in making the WTS an easier alternative to illegal dumping.

## **2.21 Finalising of Grants Program (OTH Ref/4)**

Work with the remaining successful applicants that were awarded grant funds, for completion of their projects.

Grant funds were made available in the 2011/12 financial year, to support initiatives which minimise waste. Whilst some projects have been completed, a number are to be finalised this year.

## 2.22 State-wide Container Deposit Scheme (CDS) Study (OTH Ref/5)

LGAT will oversee a state-wide CDS study with contribution from CCWWMG, NTWWMG & Southern Waste Strategy Authority (SWSA).

A study is to take place to assess the effects a CDS scheme could have on Tasmania, should one be adopted. Specific requirements for our region should be investigated and if possible included in the legislation and/or the study may determine whether the regional Waste Groups choose to support the scheme.

A CDS report was released in Victoria and may assist the study. Hyder Consulting also conducted a Feasibility Study of a Container Deposit System for Tasmania, this report may also assist the study.

## 2.23 Other ongoing activities

The CCWWMG is also involved in numerous other activities of an ongoing nature.

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

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

## 2.24 Project Management of the CCWVG Annual Plan and Budget projects

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

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

For a management fee, DWM provides the following services:

- Provide waste expertise and project delivery services to the CCWVG;
- Administer the regional kerbside recyclable collection contract;
- Foster networks and support other regional waste groups, industry and government contacts in the waste field;
- Preparation of the CCWVG Annual Plan and Budget;
- Provide support to the Waste Advisory Committee representative as required; and
- Prepare regional responses to Industry, State and Federal matters.

### 3 2013/14 COMPLETED PROJECTS

A number of projects scheduled for year 2013/14 in the CCWVG 5 Year Strategic Plan have already been completed or incorporated into other projects. These are listed as follows:

#### 3.1 Mulching operation for all waste facilities (SP Ref/7)

Investigate the feasibility of a mulching operation (bulky garden waste & timber) for all waste facilities, taking into account markets for the mulch.

Prior to the existing green waste mulching contract being renewed, each Council in the Cradle Coast region were given the opportunity to be included in the contract. A number of Councils did and were able to achieve a reduced rate for mulching at their site.

#### 3.2 Councils to support compost & mulch markets in agricultural & land rehabilitation (SP Ref/8)

Councils to generate markets by using mulch and compost from these facilities in their own operations and encourage facilities to maintain Australian Standard (AS) accreditation.

In year 2012/13 a tour of the Dulverton Organic Composting Facility (DORF) was held for Council's Works Managers and staff. Almost all Councils in the Cradle Coast region were represented at the tour and expressed support for Dulverton Organic Compost. To date a total of 488m<sup>3</sup> of Dulverton Organic Compost has been sold as a result of these tours. It is hoped that Council support of Dulverton Organic Compost will continue to increase.

#### 3.3 Feasibility study for the development of a controlled waste facility in Tas (SP Ref/18)

Support the construction of and undertake a feasibility study for the development of a controlled waste facility in Tasmania.

A study was conducted to determine the quantity of controlled waste, the options for consolidating the material locally and transport feasibility if the facility is located outside of the CCWVG region. This study was carried out and a report received in the 2012/13 financial year.

#### 3.4 Household hazardous waste program investigation. (SP/Ref44)

Review the existing household hazardous waste program to determine a better value for money approach, including consideration of an EPR scheme and contacting the main generators of the waste to fund the collection for the regions.

In 2012/13 a report was completed and provided to WAC and will assist in project 2.15 - Implement Household Hazardous Waste Collection.

## 4 FINANCIAL

The forecast 30/06/2013 closing balance of the Cradle Coast Authority managed Regional Waste Management Levy account is outlined in the following table:

<b>Forecast 2012/13 Closing Balance Regional Waste Management Levy</b>	
CCWVG Waste Levy Account balance as at 30/05/2013	202,441
Additional forecast expenditure from 31/05/2013 to 30/06/2013	71,344
<b>Forecast closing CCWVG Waste Levy Account balance at 30/06/2013</b>	<b>\$131,097</b>

The 2013/14 Annual Plan and budget is based on the voluntary levy of \$5.00 per tonne. Under this scenario an estimated \$440,000 would be available to the CCWVG in 2013/14 to implement the initiatives from the 5 year strategy.

<b>Forecast 2013/14 Expenditure Summary Regional Waste Management Levy</b>	
Forecast closing CCWVG Waste Levy Account balance 30/06/2013	131,097
Forecast 2013/14 levy funds	440,000
<b>Total Fund</b>	<b>\$571,097</b>
2013/14 DWM Project Management Fees	91,500
2013/14 Projects/ Activities	477,000
<b>Total Expenditure</b>	<b>\$568,500</b>
<b>Forecast closing CCWVG Waste Management Levy Account balance 30/06/2014</b>	<b>\$2,597</b>

## 5 REPORTS/RESOURCES

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

Report/Resources	Author	Report No	Date
Regional Waste Management Audit	GHD	1	01/06/2004
Independent Assessment of Public Place Recycling	Hyder Consulting	2	25/07/2007
Plastic Shopping Bags	Justin Jones	3	01/01/2008
Feasibility Study of a Container Deposit System for Tasmania	Hyder Consulting	4	28/05/2009
Kerbside Audit Report – North West Tasmania	Dulverton Waste Management	5	01/02/2010
Kerbside Audit Report – Northern Tasmania	Dulverton Waste Management	6	01/02/2010
Kerbside Recycling Contamination in Australia	MRA Consulting	7	25/05/2010
Waste Regionalisation Options & Strategy	MRA Consulting	8	01/09/2010
Preliminary Business Case for the Introduction of Kerbside Organics Collection Service	Hyder Consulting	9	19/01/2011
Preliminary Business Case for the Introduction of Kerbside Organics Collection Service (Pilot Trial)	Hyder Consulting	18	19/01/2011
Landfill Audit (for Dulverton Waste Management)	APC Environmental Management	10	01/10/2011
Silage Wrap Report	Veolia Environmental Services	11	01/10/2011
Illegal Dumping Strategy	Landscape & Social Research Pty Ltd	12	01/11/2011
Biomass Audit – Cradle Coast Region	Dulverton Waste Management	13	01/06/2012
Cradle Coast Waste Management Group – 5 Year Strategy	APC Environmental Management	14	01/06/2012
Commercial Recycling Collections	Dulverton Waste Management	15	21/06/2012
Recycling Risk - Cradle Coast Region	MRA Consulting	16	08/08/2012
Employment Opportunities Through Reuse & Recycling Activities	MRA Consulting	17	11/01/2013
Kerbside Recycling Contamination in Australia	MRA Consulting	18	25/05/2010

**SCHEDULE OF CORPORATE & COMMUNITY SERVICES DETERMINATIONS  
MADE UNDER DELEGATION**  
Period: 1 to 31 August 2013

**Kennel Licenses issued**

*ADDRESS*

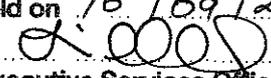
1779 Castra Road, Sprent

*Owner*

Andrew G Miles



Cor Vander Vlist  
DIRECTOR CORPORATE & COMMUNITY SERVICES

CENTRAL COAST COUNCIL  
I certify that this is the schedule referred to in  
Minute No. 271/2013 of a meeting of the  
Council held on 16/09/2013  
  
Executive Services Officer



SCHEDULE OF CONTRACTS AND AGREEMENTS  
(Other than those approved under the Common Seal)  
Period: 1 to 31 August 2013

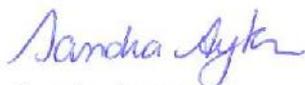
*Contracts*

Nil

*Agreements*

- . Deed of Variation  
Community Precinct Storage areas  
TS Leven  
Flora Street, Ulverstone
- . Tenancy Agreement  
Unit 9 Ganesway  
Queen Street, West Ulverstone
- . Agreement  
Penguin Play Centre  
46 Main Street, Penguin
- . Deed of Variation and Lease Extension  
Ulverstone Holiday Park  
Water Street, Ulverstone
- . Lease of Crown land  
Ulverstone Rowing Club  
Kings Parade, Ulverstone
- . Building lease  
North West Woodcraft Guild  
109 Reibey Street, Ulverstone
- . Building lease  
Ground Floor,  
Patrick Street Clinic  
19 Ironcliffe Road, Penguin
- . Outside School Hours and Vacation Care Licence  
Penguin Primary School  
Ironcliff Road, Penguin

CENTRAL COAST COUNCIL  
I certify that this is the schedule referred to in  
Minute No. 278/2013 of a meeting of the  
Council held on 16.09.2013  
  
Executive Services Officer



Sandra Ayton  
GENERAL MANAGER

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

Period: 20 August 2013 to 16 September 2013

*Documents for affixing of the common seal*

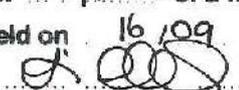
- DA213024  
Amendment 5/2013  
Central Coast Planning Scheme 2005  
(Minute No. 270/2013)

*Final plans of subdivision sealed under delegation*

- Final Plan  
33 Hales Street, Penguin  
Application No. DA211021
- Final Plan  
36 Seabreeze Avenue, Sulphur Creek  
Application No. BP206375

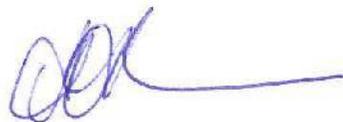


Sandra Ayton  
GENERAL MANAGER

**CENTRAL COAST COUNCIL**  
I certify that this is the schedule referred to in  
Minute No. 279/2013 of a meeting of the  
Council held on 16/09/2013  
  
Executive Services Officer

**A SUMMARY OF RATES & FIRE SERVICE LEVIES  
FOR THE PERIOD ENDED 31 AUGUST 2013**

	2012/2013		2013/2014	
	\$	%	\$	%
Rates paid in Advance	- 610,195.10	-4.71	- 692,818.57	-5.18
Rates Receivable	368,259.57	2.84	448,273.95	3.35
Rates Demanded	13,199,810.81	101.87	13,623,607.14	101.83
Supplementary Rates	-	0.00	-	0.00
	12,957,875.28	100.00	13,379,062.52	100.00
Collected	2,696,145.33	20.81	3,072,375.05	22.96
Add Pensioners – Government	738,248.72	5.70	760,400.38	5.68
Pensioners – Council	28,560.00	0.22	29,435.00	0.22
	3,462,954.05	26.73	3,862,210.43	28.87
Remitted	382.27	0.00	-	0.00
Discount Allowed	158,189.04	1.22	179,376.66	1.34
Paid in advance	- 183,609.37	-1.42	- 198,375.14	-1.48
Outstanding	9,519,959.29	73.47	9,535,850.57	71.27
	12,957,875.28	100.00	13,379,062.52	100.00



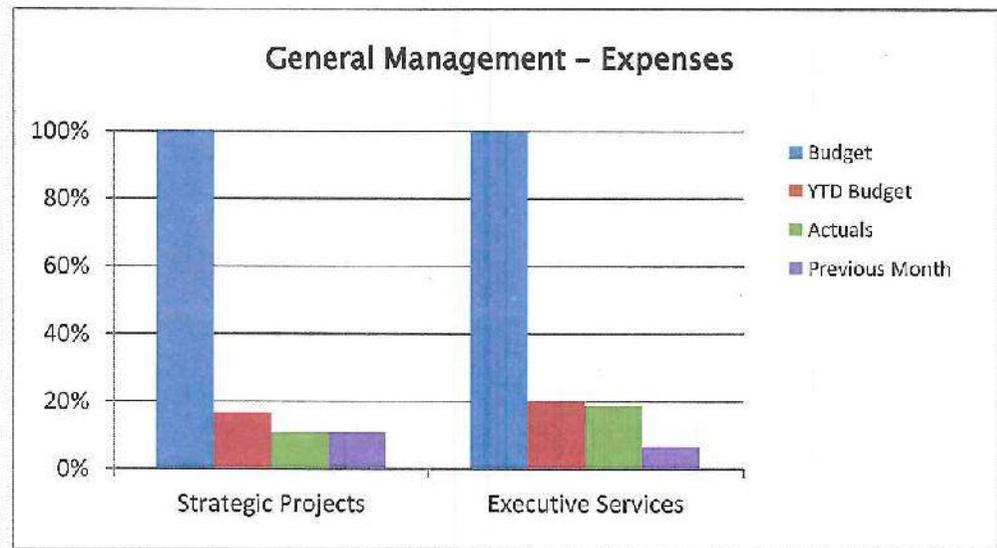
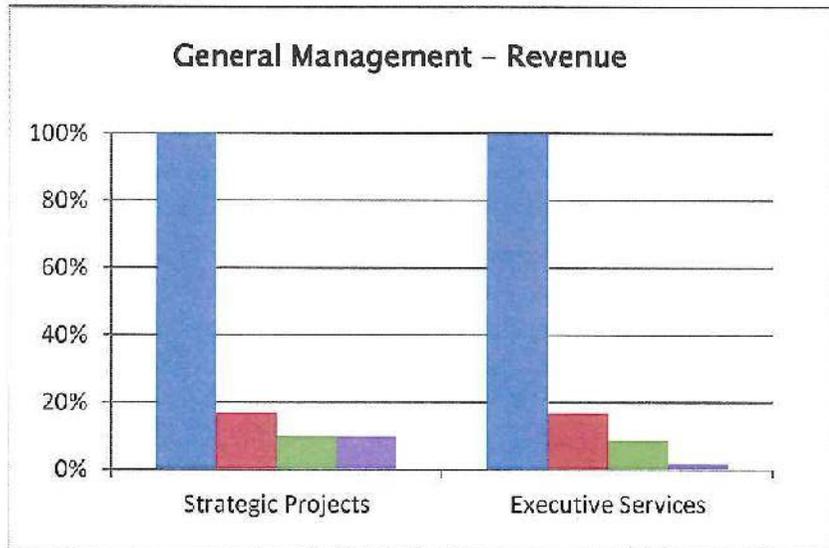
Andrea O'Rourke  
ASSISTANT ACCOUNTANT

2-Sep-2013

<b>CENTRAL COAST COUNCIL</b>	
I certify that this is <u>THE FINANCIAL</u>	
<u>STATEMENTS</u> referred to in	
Minute No. <u>280/2013</u> of a meeting of the	
Council held on <u>16.10.2013</u>	
	
Executive Services Officer	

## Finance Report – August 2013

GENERAL MANAGEMENT	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
<b>Revenue</b>							
Strategic Projects	(1,680,000)	(280,000)	(163,700)	(163,636)	(116,300)	(1,516,300)	10%
Executive Services	(18,000)	(3,000)	(1,557)	(300)	(1,443)	(16,443)	9%
	<b>\$ (1,698,000)</b>	<b>\$ (283,000)</b>	<b>\$ (165,257)</b>	<b>\$ (163,936)</b>	<b>\$ (117,743)</b>	<b>\$ (1,532,743)</b>	
<b>Expenses</b>							
Strategic Projects	56,000	9,340	6,040	5,991	3,300	49,960	11%
Executive Services	1,477,000	297,620	273,890	98,136	23,730	1,203,110	19%
	<b>\$ 1,533,000</b>	<b>\$ 306,960</b>	<b>\$ 279,929</b>	<b>\$ 104,127</b>	<b>\$ 27,031</b>	<b>\$ 1,253,071</b>	



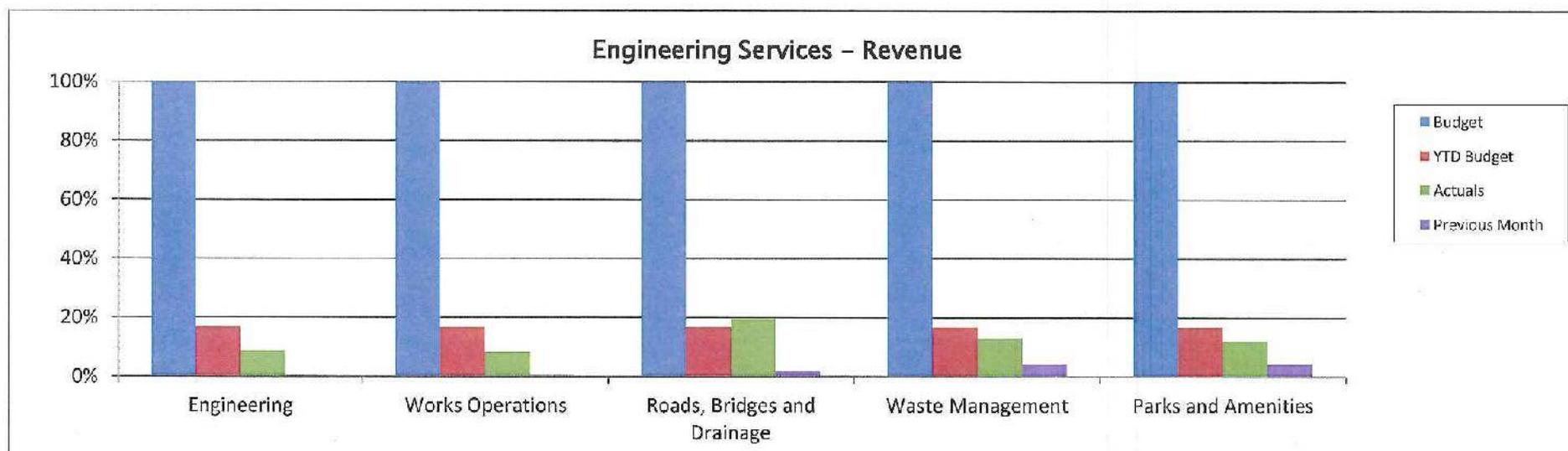
### Variance

Strategic Projects  
Executive Services  
Strategic Projects

Revenue less than YTD budget – Budget timing – sale of property and Capital contributions.  
Revenue less than YTD budget – Plant allocations.  
Expenditure less than YTD budget – Budget timing off set by commission on property sold.

## Finance Report – August 2013

ENGINEERING SERVICES	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
<b>Revenue</b>							
Engineering	(1,276,000)	(212,680)	(111,179)	-	(101,501)	(1,164,821)	9%
Works Operations	(1,148,000)	(191,360)	(93,650)	(4,561)	(97,710)	(1,054,350)	8%
Roads, Bridges and Drainage	(1,598,000)	(266,330)	(310,113)	(26,735)	43,783	(1,287,887)	19%
Waste Management	(593,000)	(98,820)	(77,168)	(25,298)	(21,652)	(515,832)	13%
Parks and Amenities	(397,000)	(66,170)	(47,665)	(16,793)	(18,505)	(349,335)	12%
	<b>\$ (5,012,000)</b>	<b>\$ (835,360)</b>	<b>\$ (639,774)</b>	<b>\$ (73,387)</b>	<b>\$ (195,586)</b>	<b>\$ (4,372,226)</b>	

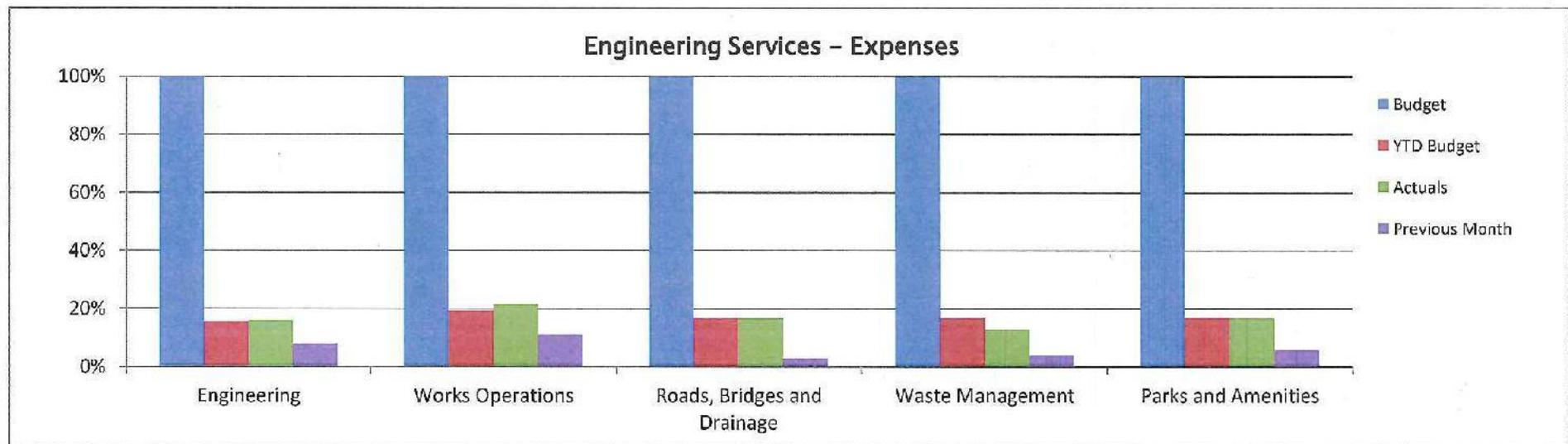


### Variance

Engineering	Revenue under YTD budget – Timing differences relating to engineering and plant allocations.
Works Operations	Revenue under YTD budget – Timing differences relating to works and plant allocations.
Waste Management	Revenue under YTD budget – Resource Recovery Centre entry fees, scrap metal recovery revenue and plant allocate
Roads, Bridges and Drainage	Revenue over YTD budget – Timing difference – Capital contribution Roads to Recovery
Parks and Amenities	Revenue under YTD budget – Budget timing relating to disposal of assets.

## Finance Report – August 2013

ENGINEERING SERVICES Expenses	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
Engineering	1,276,000	197,520	203,562	102,031	(6,042)	1,072,438	16%
Works Operations	1,142,000	219,460	245,430	124,460	(25,970)	896,570	21%
Roads, Bridges and Drainage	6,287,000	1,047,840	1,044,500	180,245	3,340	5,242,500	17%
Waste Management	3,308,000	551,320	425,698	131,183	125,622	2,882,302	13%
Parks and Amenities	2,338,000	389,640	390,879	134,691	(1,239)	1,947,121	17%
	<b>\$ 14,351,000</b>	<b>\$ 2,405,780</b>	<b>\$ 2,310,069</b>	<b>\$ 672,611</b>	<b>\$ 95,711</b>	<b>\$ 12,040,931</b>	

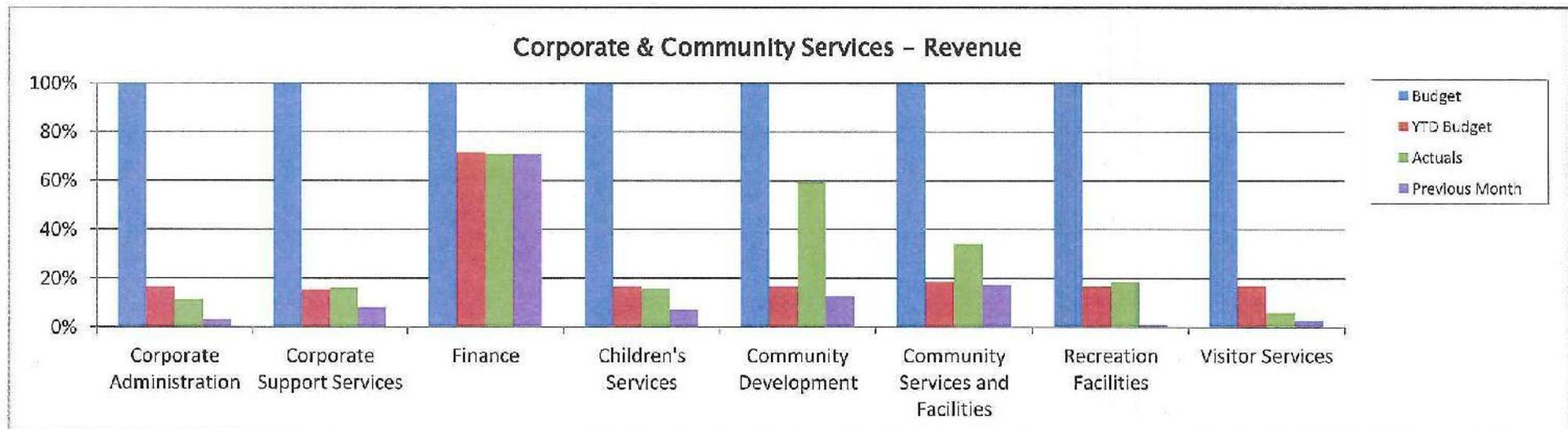


### Variance

Engineering	Expenditure over YTD budget – timing related to staff costs.
Works Operations	Expenditure over YTD budget – timing relating to staff costs.
Roads, Bridges and Drainage	Expenditure under YTD budget – timing in general
Waste Management	Expenditure under YTD budget – Garbage & recycling collection costs for August not received
Parks and amenities	Expenditure over YTD budget – timing in general

## Finance Report – August 2013

CORPORATE & COMMUNITY SERVICES	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
<b>Revenue</b>							
Corporate Administration	(39,000)	(6,480)	(4,480)	(1,169)	(2,000)	(34,520)	11%
Corporate Support Services	(3,189,000)	(490,920)	(511,544)	(257,799)	20,624	(2,677,456)	16%
Finance	(19,355,000)	(13,826,660)	(13,719,756)	(13,672,619)	(106,904)	(5,635,244)	71%
Children's Services	(1,368,000)	(228,000)	(214,331)	(95,733)	(13,669)	(1,153,669)	16%
Community Development	(59,000)	(9,830)	(34,856)	(7,394)	25,026	(24,144)	59%
Community Services and Facilities	(1,006,800)	(187,800)	(343,804)	(174,047)	156,004	(662,996)	34%
Recreation Facilities	(477,000)	(79,500)	(87,599)	(3,944)	8,099	(389,401)	18%
Visitor Services	(87,000)	(14,500)	(5,070)	(2,321)	(9,430)	(81,930)	6%
	<b>\$ (25,580,800)</b>	<b>\$ (14,843,690)</b>	<b>\$ (14,921,439)</b>	<b>\$ (14,215,026)</b>	<b>\$ 77,749</b>	<b>\$ (10,659,361)</b>	

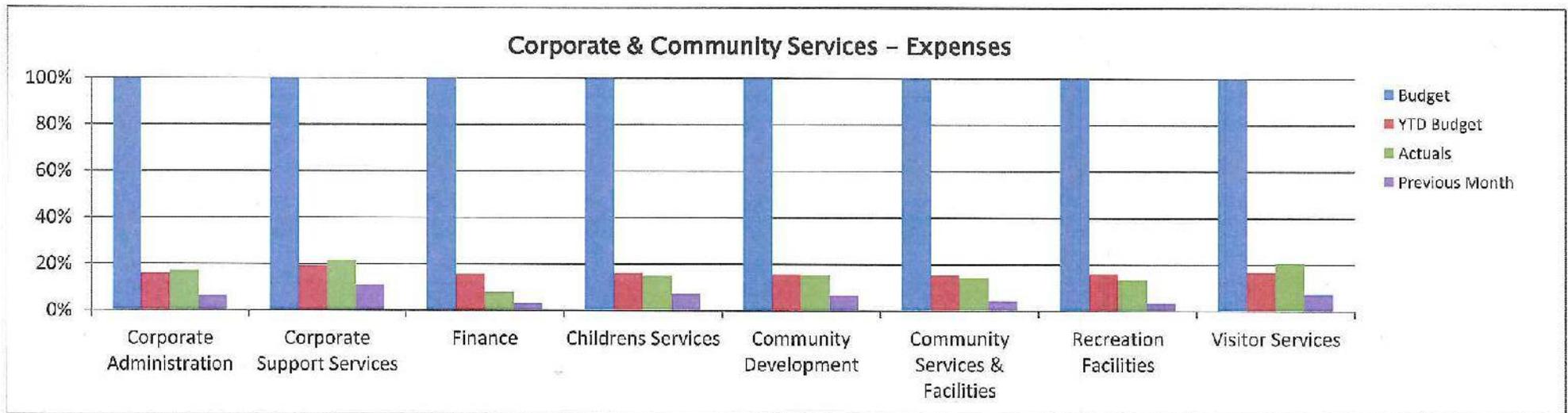


### Variance

Children's Services	Revenue less than YTD budget – Ulverstone Child Care fees lower than budget.
Corporate Support Services	Revenue greater than YTD budget – Reallocated on-costs
Community Services and Facilities	Revenue greater than YTD budget – APHU premium received
Finance	Revenue less than YTD budget – Rates levied off set by Commonwealth Financial Assistance Grant not received
Community Development	Revenue greater than YTD budget – Timing of income related to insurance reimbursements & cultural activities.

Finance Report – August 2013

CORPORATE & COMMUNITY SERVICES	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
<b>Expenses</b>							
Corporate Administration	622,000	98,660	105,465	38,695	(6,805)	516,535	17%
Corporate Support Services	3,954,000	756,840	851,116	433,003	(94,276)	3,102,884	22%
Finance	1,613,000	251,440	127,080	48,802	124,360	1,485,920	8%
Children's Services	1,360,000	217,620	202,578	97,133	15,042	1,157,422	15%
Community Development	722,000	112,810	110,772	48,145	2,038	611,228	15%
Community Services and Facilities	1,356,800	207,540	193,628	59,175	13,912	1,163,172	14%
Recreation Facilities	1,852,000	295,960	248,893	64,479	47,067	1,603,107	13%
Visitor Services	285,000	47,520	58,468	20,770	(10,948)	226,532	21%
	<b>\$ 11,764,800</b>	<b>\$ 1,988,390</b>	<b>\$ 1,898,000</b>	<b>\$ 810,201</b>	<b>\$ 90,390</b>	<b>\$ 9,866,800</b>	



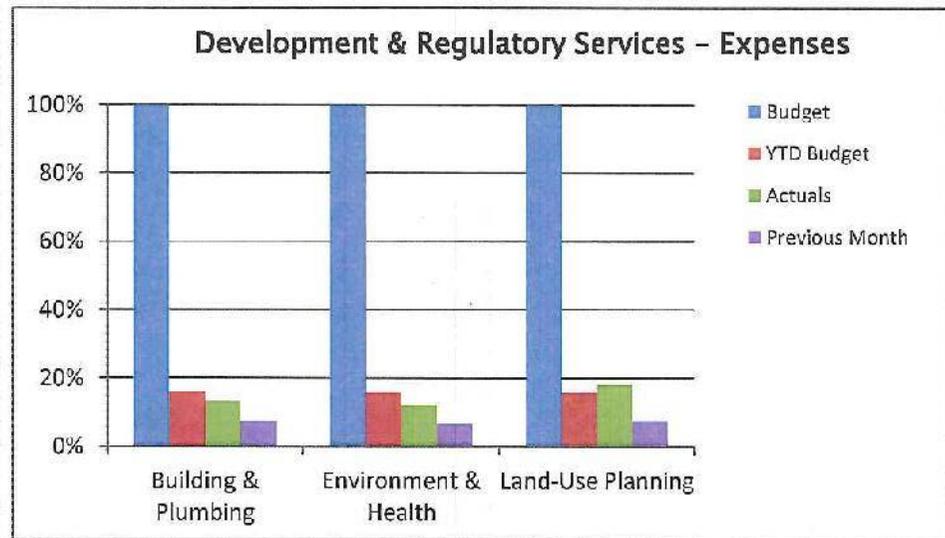
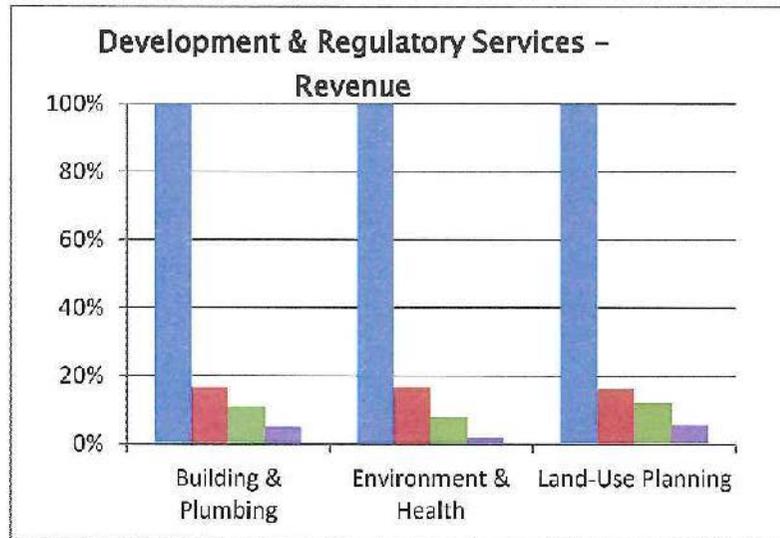
**Variance**

Corporate Support Services  
Recreation Facilities

Actuals greater than YTD budget –Timing of expenses – mainly insurance.  
Actuals less than YTD budget –Timing of expenses – mainly active recreation.

## Finance Report – August 2013

DEVELOPMENT & REGULATORY SERVICES	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
<b>Revenue</b>							
Building and Plumbing	(294,000)	(49,000)	(32,389)	(14,247)	(16,611)	(261,611)	11%
Environment and Health	(105,000)	(17,500)	(8,184)	(1,827)	(9,316)	(96,816)	8%
Land-Use Planning	(143,000)	(23,020)	(17,186)	(8,082)	(5,834)	(125,814)	12%
	<b>\$ (542,000)</b>	<b>\$ (89,520)</b>	<b>\$ (57,759)</b>	<b>\$ (24,157)</b>	<b>\$ (31,761)</b>	<b>\$ (484,241)</b>	
<b>Expenses</b>							
Building and Plumbing	575,000	90,680	75,421	42,256	15,259	499,579	13%
Environment and Health	407,000	63,700	49,016	26,590	14,684	357,984	12%
Land-Use Planning	543,000	85,040	98,102	40,271	(13,062)	444,898	18%
	<b>\$ 1,525,000</b>	<b>\$ 239,420</b>	<b>\$ 222,539</b>	<b>\$ 109,117</b>	<b>\$ 16,881</b>	<b>\$ 1,302,461</b>	



**Variance**

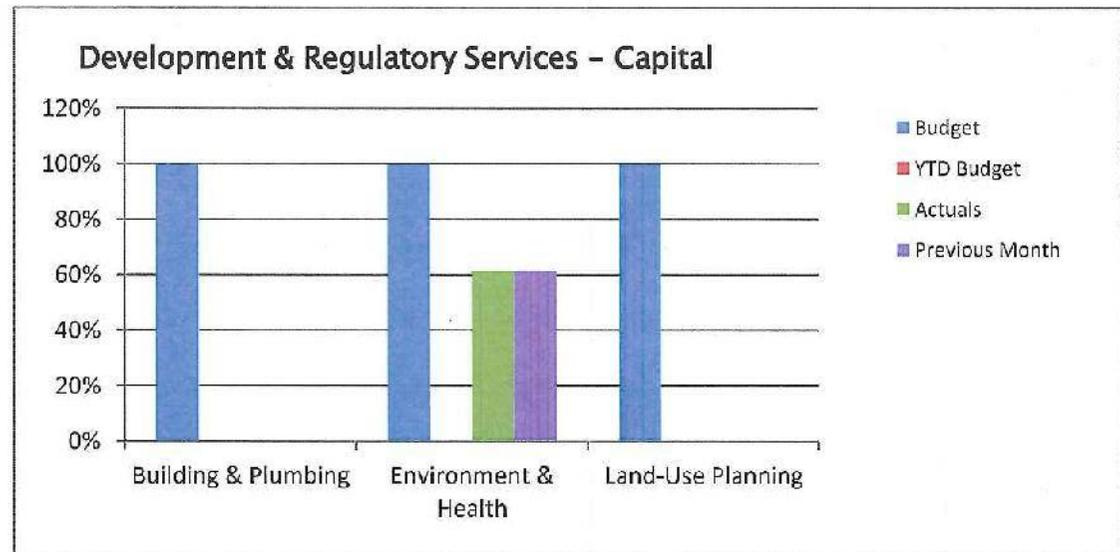
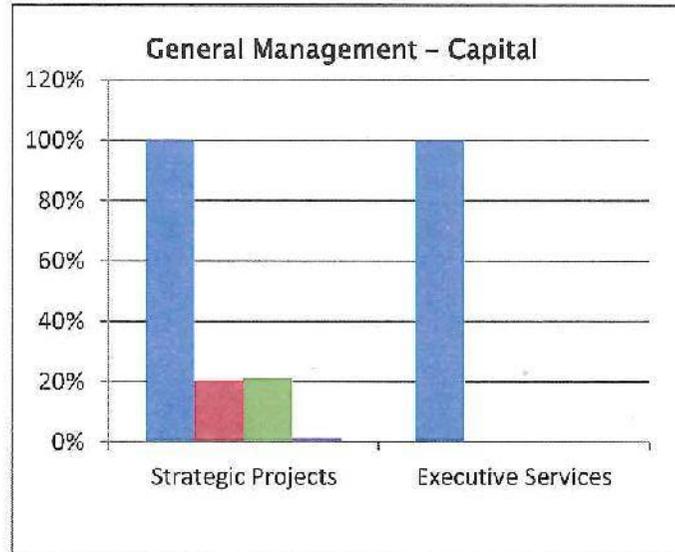
Building and Plumbing      Income less than YTD Budget – timing related to Building Industry Training Levy & inspection and connecti

Building and Plumbing      Expenses less than YTD Budget – timing related to Building Act & Building Industry Training levies

Environment and Health      Expenses less than YTD Budget – Staff costs lower than budget.

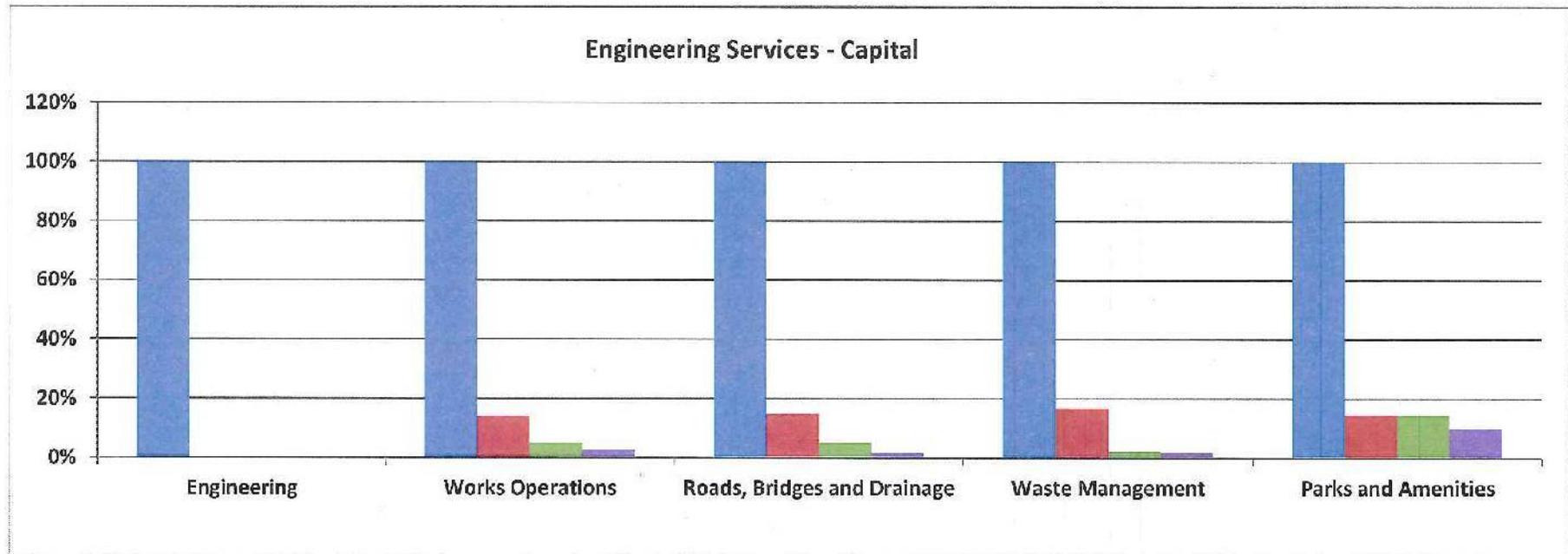
## Finance Report – August 2013

	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
<b>GENERAL MANAGEMENT</b>							
Strategic Projects	1,114,000	228,160	233,631	15,832	(5,471)	880,369	21%
Executive Services	-	-	-	-	-	-	0%
	<b>\$ 1,114,000</b>	<b>\$ 228,160</b>	<b>\$ 233,631</b>	<b>\$ 15,832</b>	<b>\$ (5,471)</b>	<b>\$ 880,369</b>	
<b>DEVELOPMENT &amp; REGULATORY SERVICES</b>							
Building & Plumbing	-	-	-	-	-	-	0%
Environment & Health	57,000	-	35,000	-	(35,000)	22,000	0%
Land-Use Planning	-	-	-	-	-	-	0%
	<b>\$ 57,000</b>	<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ (35,000)</b>	<b>\$ 22,000</b>	



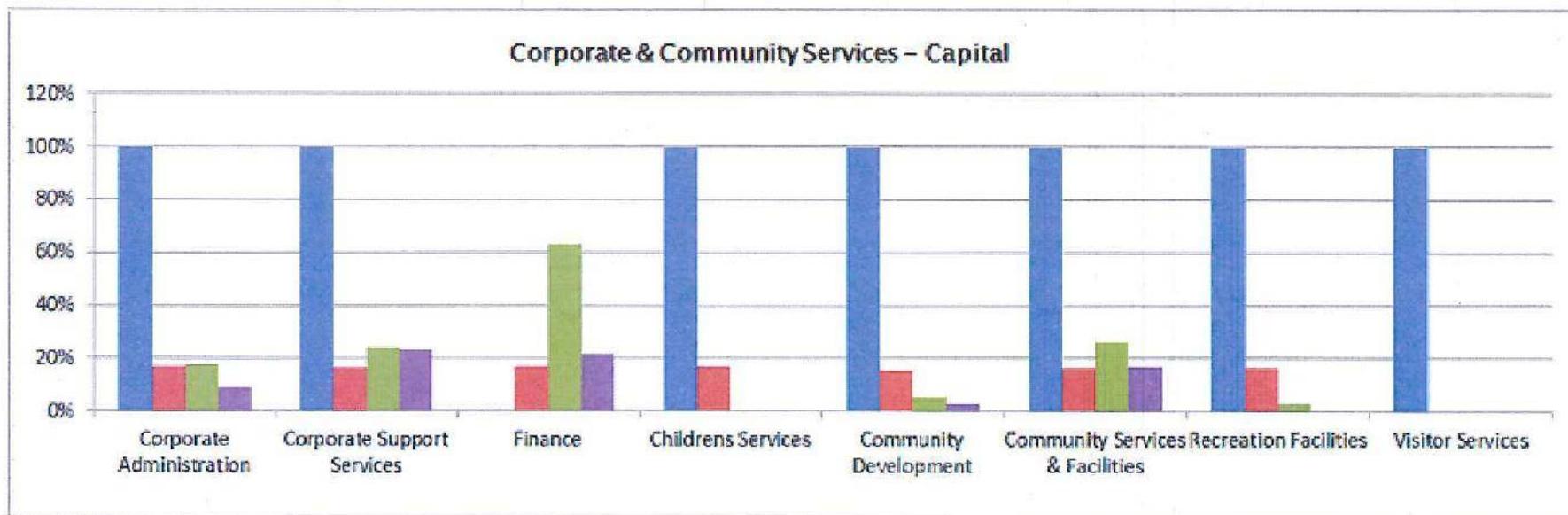
## Finance Report – August 2013

	Budget	YTD Budget	Actuals	Previous Month	YTD Variance	Remaining	% of Budget
<b>ENGINEERING SERVICES</b>							
Engineering	62,000	-	-	-	-	62,000	0%
Works Operations	340,000	47,520	16,832	9,257	30,688	323,168	5%
Roads, Bridges and Drainage	4,347,000	641,210	215,978	68,411	425,232	4,131,022	5%
Waste Management	495,000	82,480	10,848	8,640	71,632	484,152	2%
Parks and Amenities	410,000	59,150	58,948	41,062	202	351,052	14%
	<b>\$ 5,654,000</b>	<b>\$ 830,360</b>	<b>\$ 302,606</b>	<b>\$ 127,371</b>	<b>\$ 527,754</b>	<b>\$ 5,351,394</b>	



## Finance Report - August 2013

<b>CORPORATE &amp; COMMUNITY SERVICES</b>							
Corporate Administration	8,000	1,340	1,376	714	(36)	6,624	17%
Corporate Support Services	98,000	16,340	23,638	22,467	(7,298)	74,362	24%
Finance	-	-	-	-	-	-	0%
Childrens Services	89,000	14,860	56,040	-	(41,180)	32,960	0%
Community Development	103,000	17,180	-	-	17,180	103,000	0%
Community Services & Facilitie	382,000	59,500	20,279	10,495	39,221	361,721	5%
Recreation Facilities	151,000	25,160	40,190	25,550	(15,030)	110,810	27%
Visitor Services	85,000	14,160	2,240	-	11,920	82,760	3%
	<b>\$ 916,000</b>	<b>\$ 148,540</b>	<b>\$ 143,763</b>	<b>\$ 59,226</b>	<b>\$ 4,777</b>	<b>\$ 772,237</b>	

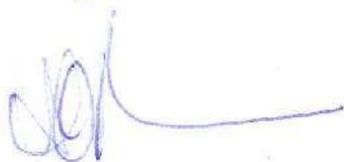


Roads, Bridges and Drainage	Expenses less than budget - timing related to rural roads and bridges.
Waste Management	Expenses less than budget - timing related mainly to Penguin refuse disposal site rehabilitation.
Environment & Health	Expenses greater than budget - timing related to plant replacement order.
Childrens Services	Expenses greater than budget - timing related to Penguin gutter renewal & Ulverstone heating and toddler area.
Community Services & Facilitie	Expenses less than budget - timing of costs in general.

## BANK RECONCILIATION

FOR THE PERIOD 1 AUGUST TO 31 AUGUST 2013

Balance Brought Forward (31/7/2013)	3,096,946.07
Add, Revenue for month	3,729,259.27
	<u>6,826,205.34</u>
Less, Payments for month	2,449,920.34
	<u>4,376,285.00</u>
Balance as at 31 August 2013	
	<u>4,376,285.00</u>
Balance as at Bank Account as at 31 August 2013	697,598.95
Less, Unpresented Payments	- 51,999.52
	<u>645,599.43</u>
Cash on Hand	- 522,955.05
	<u>122,644.38</u>
Operating Account	122,644.38
Interest Bearing Term Deposits	4,253,640.62
	<u>4,376,285.00</u>



Andrea O'Rourke  
ASSISTANT ACCOUNTANT

09-September-2013

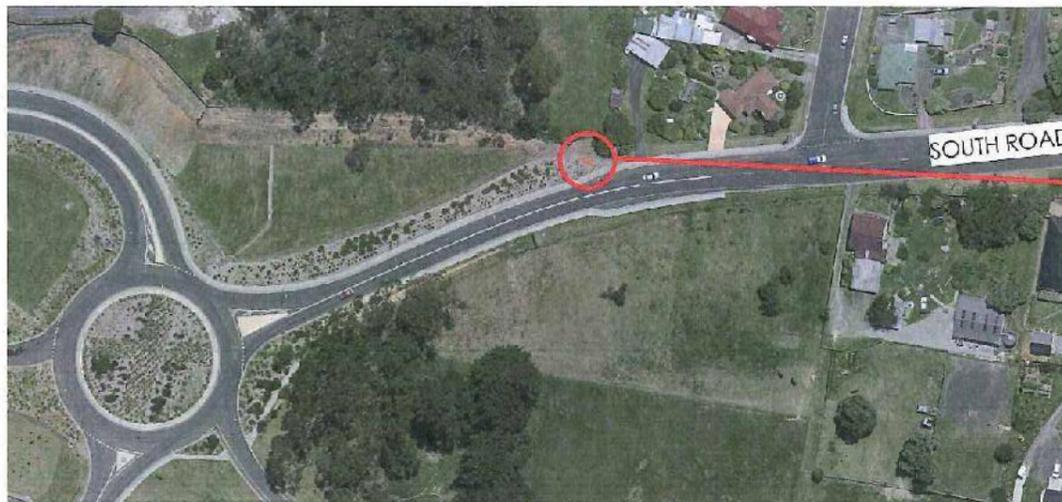
# Works Programme 2013-2014

(Schedule indicates site construction only)

Status	Task Name	Budget	Notes	Schedule (Site Construction Only)											
				June 27	July 1	August 5	September 2	October 7	November 4	December 2	January 6	February 3	March 3	April 7	May 5
	<b>Works Schedule 2013-2014</b>	<b>\$6,764,000</b>													
	<b>CAPITAL WORKS PROGRAMME 2013-14</b>	<b>\$6,764,000</b>													
	<b>Strategic Projects</b>	<b>\$784,000</b>													
	Ulverstone Wharf Redevelopment - Stage 1.1B	\$34,000													
	Wharf Hardstand	\$0	Decking balustrade												
	Wharf Improvements	\$35,000	Windbreak and ladders												
	Penguin Athletics Centre - Buildings	\$255,000													
	Penguin Athletics Centre - Track Replacement	\$110,000													
	Penguin Athletics Centre - Lighting	\$350,000													
	<b>Property Management</b>	<b>\$290,000</b>													
	East Ulverstone Industrial Estate - Stage 2	\$250,000	Complete Roadworks and Drainage												
	Russell Avenue Subdivision	\$40,000	Kerb and Footpath, after houses built	◆ 1/07											
	<b>Works Depot</b>	<b>\$70,000</b>													
	Shed Façade - Renewal	\$10,000													
	Painting Program - Stage 2	\$5,000													
	Washdown Bay	\$50,000		◆ 1/07											
	Truck Shed Floor	\$5,000													
	<b>Emergency Services</b>	<b>\$145,000</b>													
	Forth River - Flood Resilience Program	\$80,000	Continuation of Bank Stabilisation												
	Buttons Creek - Flood Resilience Program	\$30,000													
	SES - Building and Equipment	\$15,000													
	Purtons Flats - Emergency Access	\$20,000	Culvert replacement												
	<b>Roads - Urban Sealed</b>	<b>\$974,000</b>													
	Street Resealing	\$156,000													
	Leighlands Avenue Rehabilitation	\$80,000	Leighlands Av to Ocean Dv Area												
	Victoria Street Rehabilitation	\$200,000	Staged Rehabilitation Works												
	Railway Crossings	\$20,000	Systematic reconstruction of level crossings												
	Safe Cycling Routes	\$5,000	Painting of dedicated bike lanes on major/s												
	Kerb Ramp Improvements	\$33,000	Systematic upgrade												
	Traffic Management Improvements	\$20,000	Resulting from TM committee decisions and												
	Crescent Street Widening	\$110,000	Carpark Lane to Patrick St - Wharf Side												
	Reibey Street Bollards	\$40,000	Kerb arrangement to delineate garden beds												
	Main Road Planters	\$30,000	Protection of Planter Boxes												
	Wongi Lane Bus Interchange	\$260,000	Reconfiguration to suit buses	◆ 1/07											
	Brandsema Street Construction	\$20,000	K&C, Drainage & Seal												
	<b>Roads - Rural Sealed</b>	<b>\$1,570,000</b>													
	Road Resealing	\$640,000													
	Penguin Road - Lonah Landslip	\$50,000	As required	◆ 1/07											
	Raymond Road Landslip	\$10,000	As required	◆ 1/07											
	South Riana Road Rehabilitation	\$285,000	West of Lowana Road												
	Traffic Management Improvements	\$5,000	Resulting from TM committee decisions and												
	Guardrail Replacement	\$50,000	Systematic upgrade												
	Rockliffe Road	\$100,000	Corner Stabilisation												
	Allison Road	\$30,000	Culvert replacement												
	Forth Road	\$400,000	Corner Improvements												
	<b>Footpaths</b>	<b>\$408,000</b>													
	Crescent Street Railway Crossing(Peng)	\$50,000	License, rearrangement of crescent street k												
	Victoria Street	\$40,000	Upgrade in conjunction with roadworks												
	Dial Street	\$120,000	Wharf Area to Bicentennial Park												
	Wharf Pathway Lighting	\$20,000	Ramp Lighting along bus access												
	Rowing Club/Nicholsons Point	\$30,000	Railway crossing connector												







**SITE PLAN WEST**  
SCALE = 1:2000

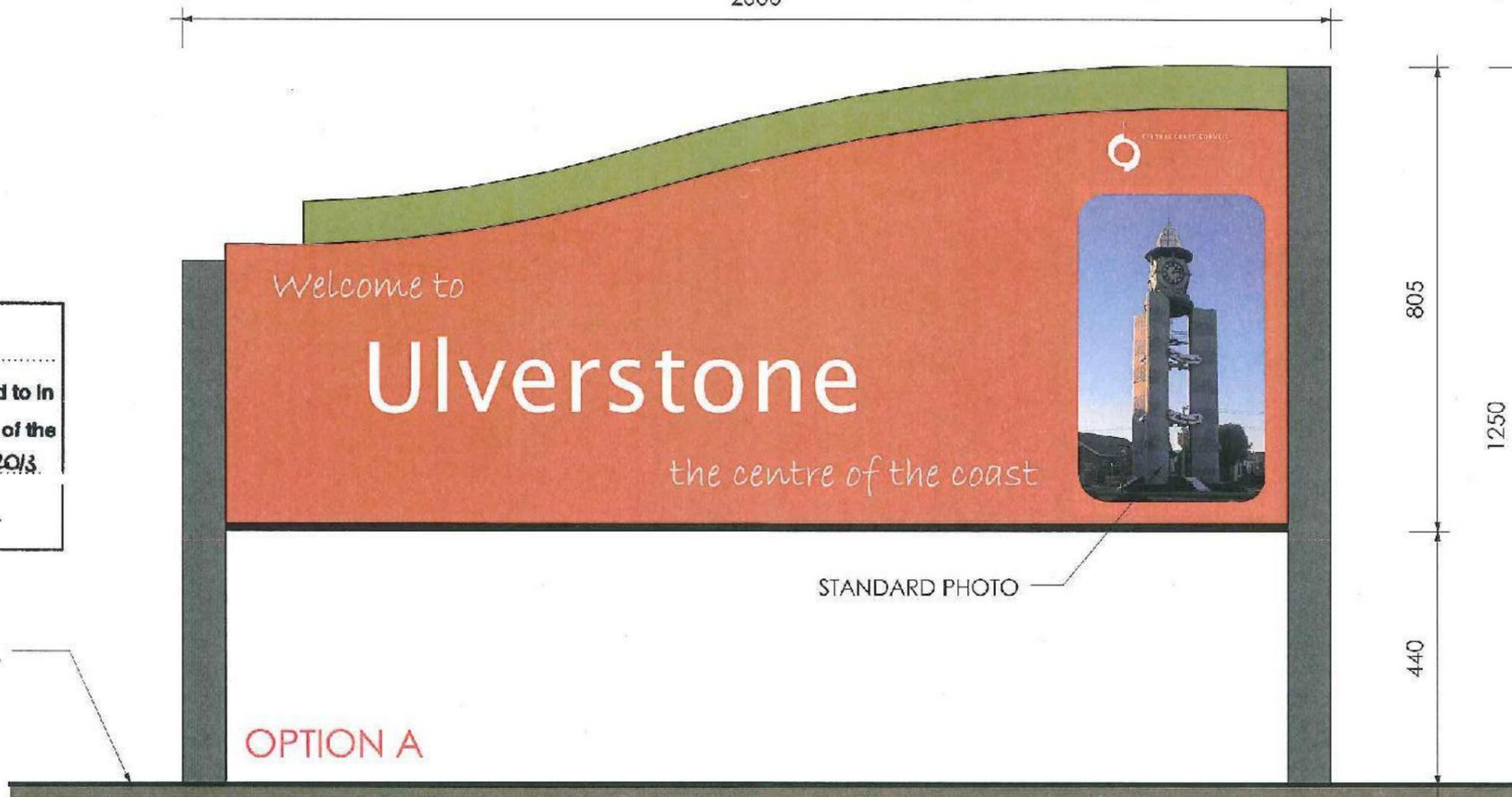


**SITE PLAN EAST**  
SCALE = 1:2000

SIGNAGE LOCATIONS

2000

**CENTRAL COAST COUNCIL**  
 Resolved that this is the Proposed  
 Ulverstone Entry Signage Plans referred to in  
 Minute No. 282/2013 of a meeting of the  
 Council held on 16 / 09 / 2013.  
 [Signature]  
 Executive Services Officer



**SIGN - FRONT ELEVATION [STANDARD PHOTO EFFECT]**  
SCALE = 1:10

**CENTRAL COAST COUNCIL**  
 19 King Edward Street, Ulverstone. Ph. 6429 8973

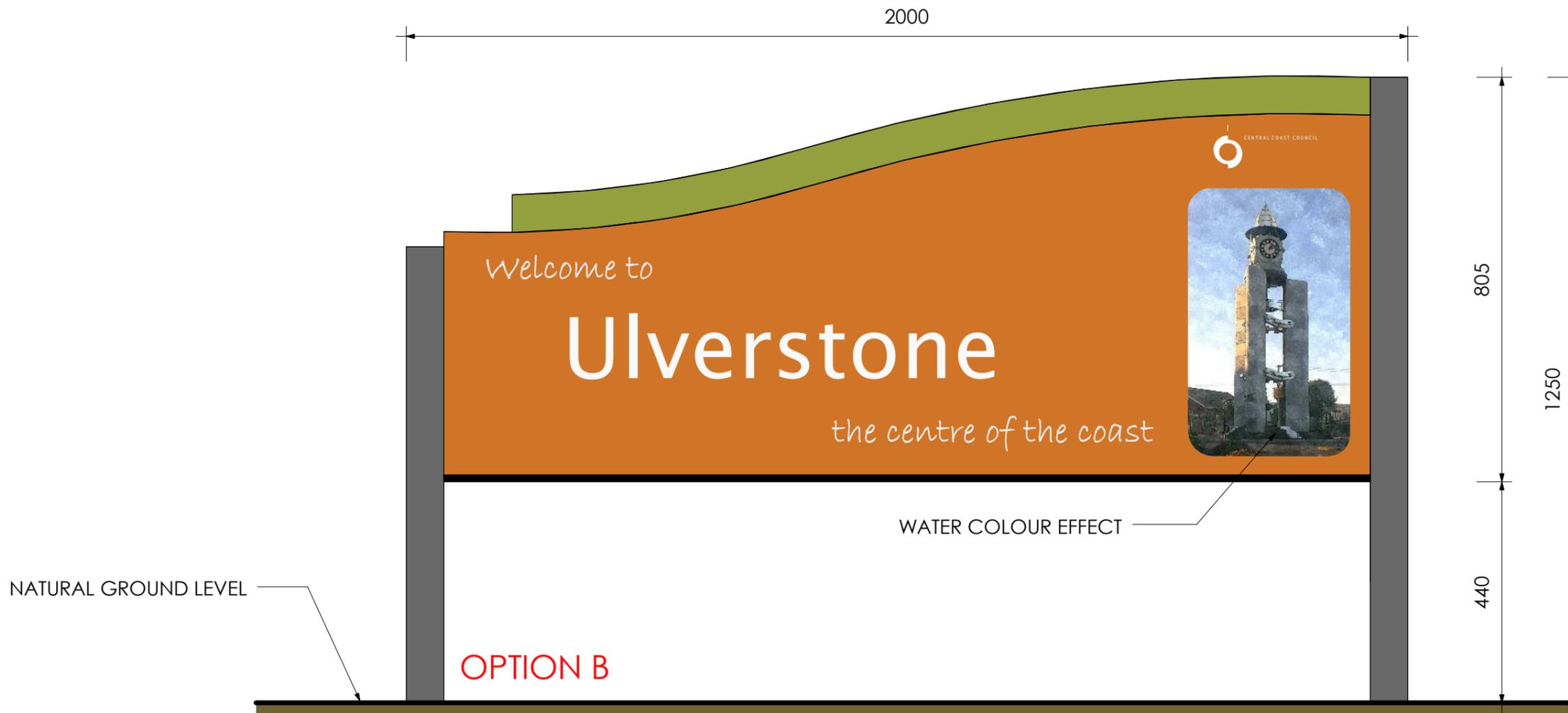
Role	Name	Date	ABP No.	Signed	Checked
Designer	J.S.	09.09.13	CC2319H	[Signature]	G.O.
Drafter	J.S.	09.09.13	N/A	[Signature]	G.O.
Approved	[Signature]				
Revin Eberhardt Director Engineering Services					

Number	Description	Date
C.A. / 0	INITIAL ISSUE FOR COUNCIL APPROVAL	09.09.13

**Project Details**  
 Project Name  
 PROPOSED ULVERSTONE ENTRY SIGNAGE  
 Project Address / Description  
 EAST AND WEST TOWN ENTRANCES

**GENERAL DETAILS**  
 Sheet Name  
 Project No. -  
 Sheet No. 1 of 1  
 Sheet Size A3  
 Drawing Issue  
**COUNCIL APPROVAL / 0**



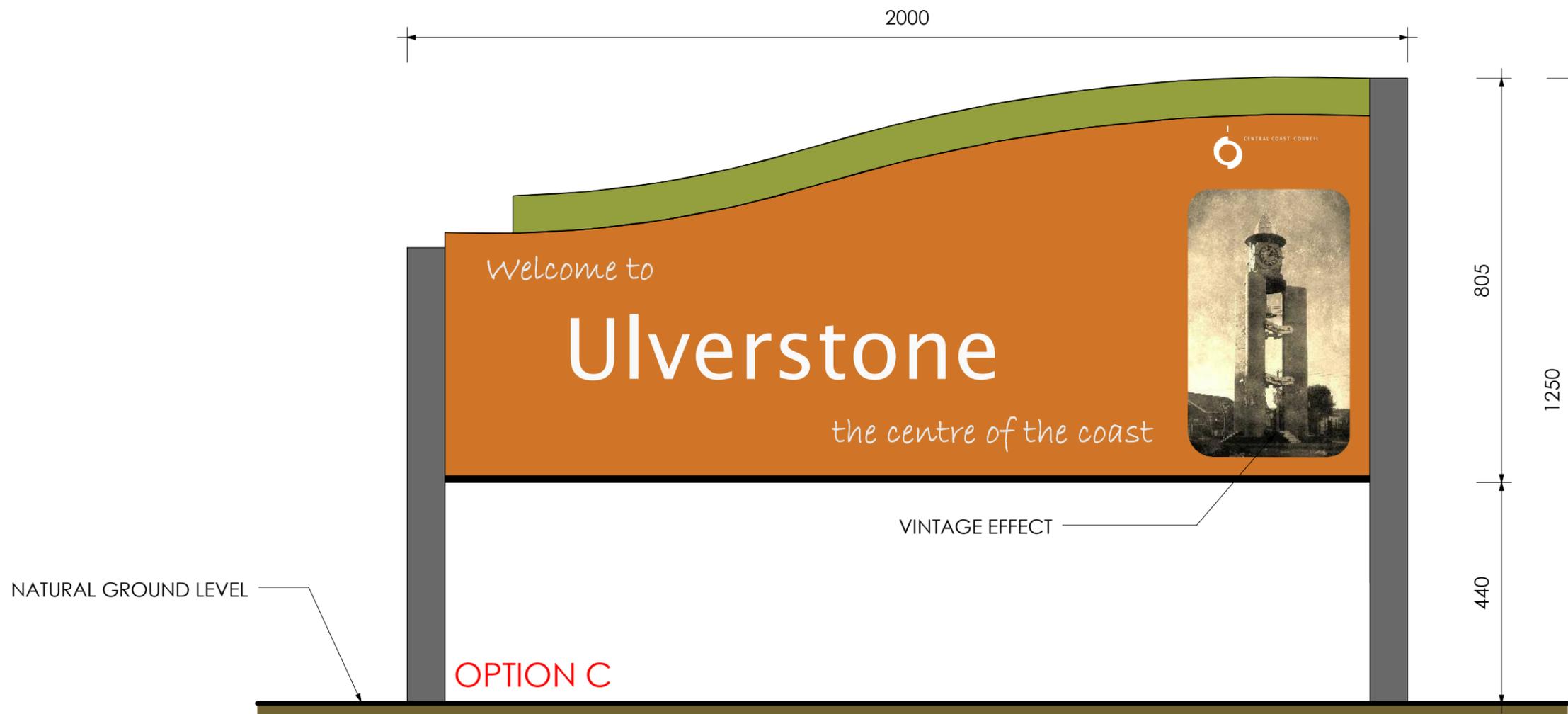
**SIGN - FRONT ELEVATION [WATER COLOUR EFFECT]**  
SCALE = 1:10

Role	Name	Date	ABP No.	Signed	Checked
Designer					
Drafter					
Approved	Bevin Eberhardt Director Engineering Services				

Number	Description	Date

<b>Project Name</b> PROPOSED ULVERSTONE ENTRY SIGNAGE	<b>Project Address / Description</b> EAST AND WEST TOWN ENTRANCES
--	--

<b>Sheet Name</b> WATER COLOUR EFFECT		
<b>Project No.</b> -	<b>Sheet No.</b> 1a	<b>Sheet Size</b> A3
<b>Drawing Issue</b> COUNCIL APPROVAL / 0		



**SIGN - FRONT ELEVATION [VINTAGE EFFECT]**  
SCALE = 1:10

Role	Name	Date	ABP No.	Signed	Checked
Designer					
Drafter					
Approved	<b>Bevin Eberhardt</b> Director Engineering Services				

Number	Description	Date

<b>Project Name</b> PROPOSED ULVERSTONE ENTRY SIGNAGE
<b>Project Address / Description</b> EAST AND WEST TOWN ENTRANCES

<b>Sheet Name</b> VINTAGE EFFECT		
<b>Project No.</b> -	<b>Sheet No.</b> <b>1b</b>	<b>Sheet Size</b> <b>A3</b>
<b>Drawing Issue</b> <b>COUNCIL APPROVAL / 0</b>		