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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, 19 March 2018 commencing at 6.00pm.**

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**Councillors attendance**

Cr Jan Bonde (Mayor)  
Cr John Bloomfield  
Cr Amanda Diprose  
Cr Rowen Tongs  
Cr Philip Viney

Cr Kathleen Downie (Deputy Mayor)  
Cr Garry Carpenter  
Cr Gerry Howard  
Cr Tony van Rooyen

**Employees attendance**

General Manager (Ms Sandra Ayton)  
Director Community Services (Mr Cor Vander Vlist)  
Director Infrastructure Services (Mr John Kersnovski)  
Director Organisational Services (Mr Bill Hutcheson)  
Land Use Planning Group Leader (Ms Mary-Ann Edwards)  
Executive Services Officer (Mrs Lou Brooke)

**Media attendance**

The media was not represented.

**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

### 56/2018 Confirmation of minutes

The Executive Services Officer reports as follows:

“The minutes of the previous ordinary meeting of the Council held on 19 February 2018 have already been circulated. The minutes are required to be confirmed for their accuracy.

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

- Cr Viney moved and Cr Downie seconded, “That the minutes of the previous ordinary meeting of the Council held on 19 February 2018 be confirmed.”

Carried unanimously

## COUNCIL WORKSHOPS

### 57/2018 Council workshops

The Executive Services Officer reports as follows:

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

- . 26.02.2018 – Strategic Actions for 2018/19 and Animal Control By-Law
- . 05.03.2018 – Dial Park tour; Rural Waste Management and FOGO
- . 13.03.2018 – Volunteer Strategy and Youth Strategy

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

- Cr Diprose moved and Cr Howard seconded, “That the Officer’s report be received.”

Carried unanimously

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## MAYOR'S COMMUNICATIONS

### 58/2018 Mayor's communications

The Mayor to report:

"I have no communications at this time."

### 59/2018 Mayor's diary

The Mayor reports as follows:

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

- . Tasmanian Water and Sewerage Corporations – Board Selection Committee meeting (Hobart)
- . Corey Speers Consulting – media training
- . Bicycle Network, University of Tasmania, Heart Foundation and Sustainable Living Tasmania – Active Transport Candidate Forum
- . Cradle Coast Authority – Representatives Group meeting (Burnie)
- . Radio community reports
- . Penguin RSL Sub-Branch – annual dinner
- . State Grants Commission – Central Coast visit
- . Switch Tasmania (Cradle Coast Innovation) – Board meeting
- . Community Safety Partnership Committee – meeting
- . Local Government Association of Tasmania – Local Government Regional Breakfast Series (Burnie)
- . Local Government Association of Tasmania – General Meeting (Burnie)
- . Dementia-Friendly Central Coast – Memory Café project meeting
- . Local Government Association of Tasmania – General Management Committee meeting (Launceston)
- . Tasmanian Water and Sewerage Corporations – Board Selection Committee meeting (Rosny Park)
- . Business visitation program – Boscobel of Tasmania (Heritage B&B)
- . Mersey-Leven Municipal Combined Area Emergency Management – meeting (Latrobe)
- . Switch Tasmania (Cradle Coast Innovation) – Thinks 'n' Drinks event with business operators
- . Local Government Office – Stakeholder Reference Group: Camping and RV facilities meeting (Campbell Town)."

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The Deputy Mayor reports as follows:

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

- . Ulverstone Repertory Theatre Society – annual general meeting
- . Lions Club of Penguin – International Women’s Day morning tea.”

Cr Tony van Rooyen reports as follows:

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

- . Forth Valley Tennis Club – official opening of resurfaced tennis courts.”

The Executive Services Officer reports as follows:

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

Carried unanimously

## **60/2018      Declarations of interest**

The Mayor reports as follows:

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

The Executive Services Officer reports as follows:

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

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

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

No interests were declared at this time.

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## **61/2018      Public question time**

The Mayor reports as follows:

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

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

## **COUNCILLOR REPORTS**

## **62/2018      Councillor reports**

The Executive Services Officer reports as follows:

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

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

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

## **APPLICATIONS FOR LEAVE OF ABSENCE**

## **63/2018      Leave of absence**

The Executive Services Officer reports as follows:

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

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

There are no applications for consideration at this meeting.”

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## DEPUTATIONS

### 64/2018 Deputations

The Executive Services Officer reports as follows:

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

## PETITIONS

### 65/2018 Petitions

The Executive Services Officer reports as follows:

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

## COUNCILLORS' QUESTIONS

### 66/2018 Councillors' questions without notice

The Executive Services Officer reports as follows:

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

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

(a) of the chairperson; or

(b) through the chairperson, of –

(i) another councillor; or

(ii) the general manager.

(2) In putting a question without notice at a meeting, a councillor must not –

(a) offer an argument or opinion; or

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

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

- '8 (5) Subject to subregulation (6), a matter may only be discussed at a meeting if it is specifically listed on the agenda of that meeting.
- (6) A council by absolute majority at an ordinary council meeting, ..., may decide to deal with a matter that is not on the agenda if –
  - (a) the general manager has reported the reason it was not possible to include the matter on the agenda; and
  - (b) the general manager has reported that the matter is urgent; and
  - (c) in a case where the matter requires the advice of a qualified person, the general manager has certified under section 65 of the Act that the advice has been obtained and taken into account in providing general advice to the council.'

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

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**67/2018      Councillors' questions on notice**

The Executive Services Officer reports as follows:

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

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

(2) An answer to a question on notice must be in writing.’

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

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

No questions on notice have been received.”



**DEPARTMENTAL BUSINESS**

**GENERAL MANAGEMENT**

**68/2018 Minutes and notes of committees of the Council and other organisations**

The General Manager reports as follows:

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

- . Local Government Association Tasmania – meeting held 1 November 2017
- . Central Coast Youth Engaged Steering Committee – meeting held 22 February 2018

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

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

Carried unanimously

**69/2018 Change in date of ordinary meeting of the Council – June 2018**

The General Manager reports as follows:

*PURPOSE*

The purpose of this report is to propose an adjustment to the Council’s meeting schedule for June 2018.

*BACKGROUND*

The *Local Government (Meeting Procedures) Regulations 2005* provide that an ordinary meeting of a council is to be held at least once in each month. The Council’s adopted meeting schedule provides in 2018 for an ordinary meeting to fall on 18 June.

*DISCUSSION*

The Council’s policy on the holding of ordinary meetings (Minute No. 380/2005 – 21.11.2005) provides for them to be held on the third Monday of the month unless otherwise resolved by the Council. Such a resolution is warranted in this case.

As the Mayor and General Manager will be attending the National General Assembly 2018 in Canberra, it is proposed that the meeting scheduled for 18 June be postponed to 25 June.

This would make a five-week break from the 21 May meeting and will shorten the break to the next scheduled meeting on 16 July back to four weeks.

*CONSULTATION*

This is an administrative matter and consultation is not required.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

This will have no impact on resources as all Council meetings are required to be advertised.

*CORPORATE COMPLIANCE*

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

Council Sustainability and Governance  
• Improve corporate governance.

*CONCLUSION*

It is recommended that the ordinary meeting of the Council scheduled for 18 June 2018 be postponed until 25 June 2018."

The Executive Services Officer reports as follows:

■ Cr Howard moved and Cr Viney seconded, "That the ordinary meeting of the Council scheduled for 18 June 2018 be postponed until 25 June 2018."

Carried unanimously

**70/2018      Delegation by the Council of its functions and powers – Review of Delegations issued to the General Manager (173/2017– 19.06.2017)**

The General Manager reports as follows:

"The Executive Services Officer has prepared the following report:

### *‘PURPOSE*

This report is provided to allow the Council to review and update delegations provided by the Council to the General Manager.

### *BACKGROUND*

At its Ordinary Council meeting in 19 June 2017, the General Manager’s delegations were adopted. From that meeting it was identified that, at minimum, delegations should be reviewed at least every two years. Operational requirements have dictated that a review be undertaken prior to the indicated timeframe, to ensure efficient and effective management of the Councils operations.

### *DISCUSSION*

In the report to the Council at the 19 June 2017 meeting, the General Manager outlined the reasons that support the good value of delegation by the Council. These reasons remain relevant and are reproduced as follows:

- . Delegations do not take away the powers of the Council – they permit the General Manager and staff manage the business of the Council, enabling the Council to focus on strategic and policy development and higher-level decision making;
- . As a result of a substantial investment in education, learning and training, the Council has a well-qualified, professional and experienced staff;
- . Delegations assist in the development of an efficient and effective operation which is much leaner in resources than would be the case should the Council not have granted delegations;
- . Delegating is consistent with the employment arrangements so far as the General Manager’s appointment is concerned;
- . Matters subject to delegation are generally based on technical issues rather than on political and/or governance issues;
- . Delegations enable a greater opportunity for consistent decision making;
- . Delegations ensure a more efficient management of business with the community; they make it easier in dealing with issues which are subject

to legislative time frames and they assist in the reduction of 'local' red tape; and

- . The heart of effective governance is a good relationship between the Council and the General Manager and staff where trust, reliability and fairness is essential.

In accordance with Section 22 of the *Local Government Act 1993* (the Act) the Council may delegate its functions and powers to the General Manager, in order to ensure that operational requirements and strategic developments are met. In addition to this Section 64 of the Act, permits the General Manager to sub-delegate powers and functions to appropriately qualified and experienced staff, where specific duties and functions are assigned to their role.

Updates have been applied to the General Manager's Schedule of Delegations from the Council, which was adopted on 19 June 2017 (Minute Ref: 173/2017) and the required inclusions are listed below.

Through further discussions within Local Government, it has been acknowledged that best practice indicates that all delegations should be delegated directly to the General Manager, who then holds the Authority (unless specified within a particular Act) to sub-delegate under Section 64 of *The Local Government Act*. It is important to note that no new delegations have been recognised as part of this process.

### **Archives Act 1983**

- . Delegate all of its powers and functions under the Act including any regulations made under this Act to the General Manager with the exception of Section 10(1)(c)

### **Burial and Cremation Act 2002 and Burial and Cremation (Cemetery) Regulations 2005**

- . Delegate all of its powers and functions under the Act to the General Manager with the exceptions of Sections.29, 30, and 31. Associated Conditions and Limitations are included within the Schedule.

### **Dog Control Act 2000**

- . S.38 (2) (3) – Costs

### **Heavy Vehicle National Law Act 2013**

- . S.16 – Road Manager
- . S.158 – Authority to act pending third party consultation
- . S.170 – Renewal of limited consent for trial purposes
- . S.172 – Authority to consent to the grant of a mass of dimensions authority
- . S.173 – Authority to amend or cancel a mass or dimension of heavy vehicle use in the view of public safety risk
- . S.176 – Amendment or cancellation on application by permit holder

### **Historic Cultural Heritage Act 1995**

- . Delegate its powers under Sections 30, 33, 34, 38 and 40(2)

### **Land Use Planning and Approvals Act 1993**

- . S.12 – Authority to determine the status of an existing use or development.
- . Schedule 6 – Transitional Provisions
  - Amendment of Schemes and Interim Schemes (Note 3 – Schedule 6)
  - S.34 (1) – Initiate amendment of planning scheme
  - S.34 (3) – Withdrawal of amendment of planning scheme
  - S.34 (4) – Notice of Withdrawal of amendment of planning scheme
  - S.38 (1) – Public exhibition of draft amendment
  - S.39 (2) – Representations to be provided to Commission in respect of draft amendments
  - S.43J – Correction of mistake in permits referred to in S.43H
  - S.43K – Minor amendment of permits referred to in S.43H
- . S.40U – Combined permit and amendment process – Additional information
- . S.57(5) – Allow additional time for person to submit representation
- . S.57(7) – Applications for discretionary permits – Authority to serve notice of the decision on a permit application
- . S.58(3) – Application for other permits – Authority to serve notice of the decision on a permit application
- . S.58A – Authority to require an agreement – a permit granted by a planning authority may include that an agreement is required in respect of a use or development

- . S.59 – Authority to issue notices – Failure to determine an application for a permit is deemed to constitute a decision to grant a permit and conditions to be determined by Appeal Tribunal
- . S.60ZD – Issue of planning compliance certificates
- . S.60ZE (3) – Grant an extension of planning compliance certificate
- . S.60ZF – Cancellation of planning compliance certificates
- . S.60P (1)(b) – Authority to provide advice requested by Tasmanian Planning Commission.
- . S.60Y – Authority to consult on a consequential amendment of the LPS if required by a decision on a Project of Regional Significance
- . S.65I (2) – Authorised persons
- . S.71 – PART 5 AGREEMENTS
  - Require an Agreement
- . S.85 – Authority to collect or recover fees
- . Revoke: S.23; 24(1); 25(1)(a); 28B; 28E(2); 30H; 30I; 30J

#### **Litter Act 2007**

- . Delegate all of its powers and functions under the Act including any regulations made under this Act to the General Manager with no restrictions

#### **Local Government (Building and Miscellaneous Provisions) Act 1993**

- . S.103 – Amendment to sealed plans
- . S.104(1) – Hearing in respect of amendment of plans

#### **Local Government Act 1993**

- . S.113 – Declaration of land as urban farm land
- . S.337 – Council land information certificate

#### **Monetary Penalties Enforcement Act 2005**

- . S.17 (2) – Authority to approve or refuse an application
- . S.21 – Referral for matter to be heard in court
- . S.40 (5)(c) – Authority to commence proceedings

#### **Public Interest Disclosures Act 2002**

- . All of Council's powers and functions contained in the Public Interest Disclosures Act 2002, including any regulation made under this Act to the General Manager with no restrictions.

### **Resource Management and Planning Appeals Tribunal Act 1993**

- . Delegate its powers under S.13(6), S.15, S.16A, S.17 and S.20(3)

### **Strata Titles Act 1998**

- . S.6 (1A) –Lodgement of plan for registration  
Plan must be endorsed with a certificate of approval issued by the council for the area in which the site is situated.
- . S.12 (2) (b) – Disposal of interest in common property
- . council's approval is required by law, a certificate issued under the authority of the council certifying that the transaction has been approved by the council
- . S.14 (2) (ab) – Authority to issue certificate for easements, covenants and profits a prendre
- . S.19 (2) (b) (ii) – Authority to issue certificate of approval for amendment
- . S.23 (2) (d) – Authority to issue certificate of two or more strata plans in which the scheme is situated
- . S.27 (2) (d) – Authority to approve and certify the cancelation of strata plan
- . S.30 To issue certificate of approval for strata plan; amendment to plan; consolidation of plans; cancellation of plans
- . S.31 (AA) – Authority to refuse application for staged development scheme
- . S.38 – Lodgement of staged development scheme
- . S.43 (2) (b) – Authority to approve a variation
- . S.59 – To issue certificate of approval of granted variation

### **Survey Coordination Act 1944**

- . Delegate its powers under S.5 and S.20E(2)

An updated Schedule of Delegations by the Council to the General Manager is attached.

#### *CONSULTATION*

This is a governance matter for which consultation is not required.

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

Delegation is a tool that assists in risk management practices and other than staff time has no impact on Council resources.

*CORPORATE COMPLIANCE*

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

Council Sustainability and Governance

- . Improve corporate governance
- . Improve service provision
- . Improve the Council's financial capacity to sustainably meet community expectations

*CONCLUSION*

It is recommended that the delegations contained within the attached schedule be approved and furthermore, the Council authorises the General Manager to sub-delegate powers and functions to appropriately qualified staff, in accordance with Section 64 of the *Local Government Act 1993*.

The Executive Services Officer reports as follows:

"A copy of the reviewed Schedule of Delegations by the Council to the General Manager having been circulated to all Councillors."

■ Cr van Rooyen moved and Cr Carpenter seconded, "That all delegations made in accordance with section 22 of the *Local Government Act 1993* and listed in the Schedule of Delegations by the Council to the General Manager (a copy of the Schedule being appended to and forming part of the minutes) be approved, and furthermore, the Council authorises the General Manager to sub-delegate powers and functions to appropriately qualified staff, in accordance with section 64 of the *Local Government Act 1993*."

Carried unanimously

**71/2018      Customer Service Charter (45/2016 – 15.02.2016)**

The General Manager reports as follows:

"The Executive Services Officer has prepared the following report:

*'PURPOSE*

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



*BACKGROUND*

The Council, at its meeting on 12 December 2005 (Minute No. 422/2005) adopted a Customer Service Charter (the Charter). The Charter is reviewed in accordance with legislative requirements and since its adoption and was last reviewed following a Customer Service Process Review and re-confirmed on 15 February 2016 (Minute No. 45/2016). As part of our obligations under Section 339F(4) of the *Local Government Act 1993*, the Council is to review the Charter at least once every two years.

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

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

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

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

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

*DISCUSSION*

The Senior Leadership Team reviews the Customer Service Charter at a minimum two yearly, since being adopted in 2005. The Charter continues to meet the criteria set down in the Act and Regulations.

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

In 2016, the Council undertook a Customer Service Process Review as part of its ongoing commitment to continuous improvement, this included a comprehensive review of the Charter.

In 2018, the review focused on simplifying the information contained within the Charter, updated to reflect any process changes and reviewed against Council's statutory obligations, contained within the *Local Government (General) Regulations 2015*. The Council's aim is to provide a service document that the community can understand.

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

*CONSULTATION*

Significant consultation was undertaken in respect of the earlier Customer Service Policy which provided the basis for the Customer Service Charter adopted in 2005. During the reviews in 2012 and 2015, the Council undertook a Customer Service Process Review as part of its continuous improvement program. The 2018 review was an inclusive consultation process with Council's Senior and Operational Leadership teams reviewing the Charter during a customer service training course. This has enabled a more customer focused view for the Council and community members.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

There is minimal impact on resources.

*CORPORATE COMPLIANCE*

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

- Council Sustainability and Governance
- . Improve corporate governance
  - . Improve service provision.

*CONCLUSION*

It is recommended that the Council adopt the updated Customer Service Charter March 2018.'

The report is supported."

The Executive Services Officer reports as follows:

"A copy of the updated Customer Service Charter – March 2018 has been circulated to all Councillors."

- Cr Viney moved and Cr Tongs seconded, "That the revised Customer Service Charter – March 2018 (a copy being appended to and forming part of the minutes) be adopted."

Carried unanimously

**72/2018      Leven Canyon/Leven Valley Master Plan 2018**

The General Manager reports as follows:

“The Strategy & Policy Officer has prepared the following report:

*“PURPOSE*

The purpose of this report is to consider the adoption by the Council of a Leven Canyon/Leven Valley Master Plan (the Master Plan) dated March 2018.

*BACKGROUND*

The Council has developed the Leven Canyon guided by the Leven Canyon Master Plan 2006, which was a staged development. Funding was secured through the Cradle Coast Authority’s Sustainable Regions grant. Around \$17,000 was spent updating tracks/toilet and \$50,000 on branding and an interpretation plan. An amount of \$5,000 from Tourism Tasmania (a grant from 2004) was expended on developing visitor interpretations. Funding from the State Government’s Tourism Promotion Plan in 2006 (matched by Council contribution) enabled stages two and three of the Master Plan to be developed. This included: track and facility upgrades, implementation of interpretations and development of a second lookout. Around \$500,000 of work was completed at the Leven Canyon by 2011.

*DISCUSSION*

The Council needs a proactive planning framework to guide strategic decision making, sustainable development and use of the Leven Valley/Leven Canyon destination. Strategies and initiatives were mapped by a Working Group as part of the Leven Canyon Review (the Review). The Review considered the values, pressures/challenges and opportunities for the destination. This balanced and place-based approach integrates perspectives of residents and key stakeholders. The Review’s collective and whole-of-place approach enabled opportunities to be explored and helped to ensure the Master Plan identified appropriate strategic directions and potential initiatives to guide future development.

Local values were the foundation for exploring opportunities and building on (or creating new) initiatives and developments in the Review. These values are: natural values; social (including cultural and recreational) values; economic values; heritage values; visual values; and educational values.

Reviewing the 2006 Leven Canyon Master Plan and developing the Master Plan seeks to provide social, economic and environmental benefits for the Central Coast. Social benefits include building a source of community pride in the Leven Valley/Leven Canyon and increased recreational opportunities for locals and visitors alike. Enhanced visitor experiences and awareness of Leven Valley

as a tourism destination can provide economic benefits to the local community, flowing on to the broader Central Coast area in the form of increased tourism related cash receipts and employment opportunities. Environmental benefits can be achieved through effective Leven Valley/Leven Canyon management.

Leven Valley currently plays a vital role in the “Caves to Canyon” tourism precinct/cluster and significant role in contributing to Central Coast’s visitor economy. The Leven Canyon is important for tourism operators in the Gunns Plains, Nietta and Preston localities. Consequently, initiatives of Master Plan will be included in the inter-related Central Coast Destination Action Plan. The destination is integral in attracting tourists to Central Coast that has flow-on effects for other businesses in the broader area and region.

### *CONSULTATION*

The collective impact co-design/co-production methodology and process of the Review and Master Plan has been designed to assist the Council to work as equals with local people to plan, deliver, and improve opportunities, support and services that enable people to have a good life and enjoy all the destination has to offer.

Key stakeholders came together for an “Enhancing What Works / Are We There Yet?” workshop on Monday 4 December 2017. Workshop participants identified strategies and initiatives and discussed strengths, weaknesses and opportunities for Leven Valley and Leven Canyon. Stakeholders agreed on five strategies that form the collective vision for the Master Plan, framed as future outcomes. These strategies are: unique visitor experiences; cohesive and functional trails; identifiable places; accessible and connected Preston Falls; and beautiful and sustainable areas.

The outcomes of the workshop engagement activity were presented to Councillors on Monday 18 December 2017. The draft Leven Canyon Master Plan 2018 was circulated to stakeholders for feedback and comment on Friday 9 February 2018. The Master Plan was presented to the Senior Leadership Team on Tuesday 6 March 2018 and Operational Leadership Team on Tuesday 13 March 2018.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

Council’s human resources will be needed to implement the Master Plan. Funding opportunities will need to be investigated and other costs included in Council’s budget estimates. Individual risk assessments for initiatives will be considered as needed, forming part of the implementation process.

*CORPORATE COMPLIANCE*

The Review and Master Plan contributes to key outcomes in Central Coast Strategic Plan 2014–2024, including: socio-economic well-being, economic prosperity and resilience, healthy community and healthy lifestyle, healthy environment, and sustainable and effective Council. The Central Coast Strategic Plan 2014–2024 includes the following strategies and key actions:

The Shape of the Place

- Improve the value and use of open space
- 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.

*CONCLUSION*

It is recommended that the Leven Canyon Master Plan dated March 2018 be adopted.”

The Strategy & Policy Officer’s report is supported.”

The Executive Services Officer reports as follows:

“A copy of the Leven Canyon/Leven Valley Master Plan dated March 2018 has been circulated to all Councillors.”

■ Cr Carpenter moved and Cr van Rooyen seconded, “That Leven Canyon/Leven Valley Master Plan dated March 2018 (a copy being appended to and forming part of the minutes) be adopted.”

Carried unanimously

**73/2018      Amendments to the Cradle Coast Authority Rules**

The General Manager reports as follows:

*“PURPOSE*

This report provides the basis for considering the proposed amendments to the Cradle Coast Authority Rules.

### *BACKGROUND*

The Cradle Coast Authority (CCA) was established as an 'authority' under the *Tasmanian Local Government Act 1993* (LGA). The LGA requires that Council(s) develop "rules" for the conduct of the business of an authority. The CCA Rules have been reviewed in 2005 and 2011.

Representatives reviewed the governance and operation of the CCA with the view of making the organisation more accountable, effective and efficient. A range of recommendations were made and endorsed by the Representatives some of which have been actioned through new conventions and processes. A number of recommendations required amendment to the CCA's Rules to give formal effect.

The principle areas for amendment related to:

- 1 Composition of the Representatives' Group
- 2 Appointment of the Chief Representative
- 3 Shareholder Voting provisions
- 4 Composition of the Board
- 5 Notification of Withdrawal
- 6 Board of Directors Performance Evaluation

Representatives appointed a Working Group comprising the Chief and Deputy Representatives Mayors Jan Bonde and Peter Freshney and General Managers Sandra Ayton and Andrew Wardlaw, with support from the then CCA Chair and CEO.

In addition to the principle areas identified by Representatives, Councils were invited to make submissions to the Working Group with any other proposed amendments. Circular Head, Kentish and Latrobe Councils responded with matters that could be addressed by other means. Councils were also invited to make comment in response to draft changes. A General Manager provided comment on the draft changes. The Working Group oversaw the amendments made to the Rules by a legal practitioner.

### *DISCUSSION*

The Rules have been amended according to the discussions and decisions of the Representatives, Councils and General Managers. In addition, the Rules have been reviewed and amended to improve administrative efficiency, clarity and removal of redundant provisions.

Key changes include:

- Appointment of two Mayors and a General Manager to the CCA Board to increase accountability and transparency of decision making;

- Change in the composition of the Representatives group to include General Managers (in addition to Mayors) to encourage increased participation and regional solidarity;
- Inclusion of the NRM and Tourism Board Committee Chairs to the CCA Board to improve the region's relationship with these activities.

In addition, procedural changes such as circulating Representatives' agenda 3 weeks prior to meetings and a reduction in Council contributions by approximately 20% have also been implemented in response to issues raised by participating Councils.

Changes to the provision in relation to a Council's withdrawal from the CCA were revised and amended a number of times. Under the current 2012 Rules, a Council has to advise its intention to withdraw from the CCA at least 24 months prior to the commencement of the financial year in which it wished to withdraw.

Devonport City Council advised that it sought to have this provision amended as per the inaugural CCA Rules which provided that a Council had to advise its intention to withdraw from the CCA at least 3 months prior to the commencement of the financial year in which it wished to withdraw. In consideration of this request, it was noted that other Councils did not seek a change and that the 3 months' notice did not align with budget planning and approvals.

The Working Group proposed that the rule be amended to require a 9-month notification prior to a financial year commencing which provided for the CCA and Councils to make budget provisions if there was to be a change in membership. Following feedback, the Rule was amended by the Working Group such that a Council could give notice no less than 12 months following the completion of a dispute resolution process between the parties.

Taking on board additional feedback, the Rule was subsequently changed and agreed by Representatives that a Council could withdraw from membership of the CCA provided that the withdrawal notice specifies a date of not less than 18 months. The withdrawal notice would also need to specify the reasons why that Council is proposing to withdraw from the CCA.

The amended Rules were endorsed at the Representatives meeting on 24 November 2017 for public exhibition (a copy of the final draft of the amended Rules and a summary of amendments is attached).

Pursuant to sections 32A and 38 (6) of the *LGA*, the amended Rules were required to be:



- Exhibited for public comment for 21 days by a Council
- Certified by a legal practitioner and Council General Manager
- Provided to participating Councils for approval.

A simple majority of the participating Councils is required to give effect to the changes.

### *CONSULTATION*

Consultation was undertaken with the CCA Working Group and Councils who wished to provide a submission. The amended Rules were endorsed by Representatives, publicly exhibited and certified by a legal practitioner and General Manager in accordance with requirements under the *Local Government Act 1993 (Tas)*.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

The proposed CCA Rule amendments will have no impacts on Council resources. Legal drafting and advertising costs are met from existing CCA budgets. All member Councils must agree to the proposed amendments for the Rules to be finalised; as with a process such as this, there is always the risk that one or more Councils may not agree with all of the proposed changes which would then require further consideration.

### *CORPORATE COMPLIANCE*

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

#### Council Sustainability and Governance

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

### *CONCLUSION*

It is recommended that the Council approves the amended Cradle Coast Authority Rules.”

The Executive Services Officer reports as follows:

“A copy of the final draft of the amended Rules and a summary of amendments have been circulated to all Councillors.”

- Cr Carpenter moved and Cr Viney seconded, “That the Council approves the amended Cradle Coast Authority Rules.”

Carried unanimously

## **74/2018      Central Coast Volunteering Strategy 2018–2023**

The General Manager reports as follows:

“The Community Wellbeing Officer has prepared the following report:

### *‘PURPOSE*

The purpose of this report is to consider the adoption by the Council of the Central Coast Volunteer Strategy 2018 – 2023 (the Strategy) (a copy of the Strategy and Actions is attached).

### *BACKGROUND*

The Strategy developed in 2018, is designed to guide the Council’s role in growing the volunteer sector and supporting and acknowledging volunteers, and organisations which rely on them, throughout the Central Coast Community.

The Strategy has been developed with reference to the latest Tasmanian research on volunteering as well as local community feedback. 2018 – 2023 Actions have been developed to ensure that they align with Council’s Social Planning framework, adopted in 2016, and respond to community need and areas of interest.

The Council is committed to encouraging, supporting and recognising the importance of volunteering in our local community. Besides having economic value, volunteering can also assist in positive mental and physical health outcomes through connectivity, activity and engagement.

### *DISCUSSION*

The Actions of the Strategy are the means, by which the Council through the latest research and community and volunteer feedback, will grow and acknowledge its volunteer community over the next 5 years. The alignment of Actions under the Social Planning Framework has allowed the Council to ensure that Actions are targeted, are in alignment with Actions under other policies and have determined outcomes, measures and timelines

as well as targeting those areas in which the Council is most able to have a positive effect and meet community expectation and need.

Alignment under the Social Planning Framework also encourages use of common succinct language, allows balances to be checked across areas of influence and provides clear understanding on the Council's role.

#### *CONSULTATION*

Consultation for the Strategy 2018–2023 was done through by surveying the local Community.

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

The Strategy 2018–2023 should have no further resource, financial or risk implications beyond those already considered in Council Annual Budget Allocations.

Strategy Actions are supported by funding applications, budgeted Council commitments and staff resource.

#### *CORPORATE COMPLIANCE*

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

##### A Connected Central Coast

- . Engage with the community to achieve meaningful positive local ageing outcomes
- . Engage with youth to achieve meaningful local youth outcomes
- . Engage with the community to achieve meaningful local arts and cultural outcomes.

##### Community Capacity and Creativity

- . Engage with the community to achieve positive local ageing outcomes
- . Engage with the community to achieve local youth outcomes
- . Engage with the community to achieve meaningful local arts and culture outcomes.

#### *CONCLUSION*

It is recommended that the Central Coast Volunteer Strategy and Actions 2018–2023 be adopted.”

The Executive Services Officer reports as follows:

“A copy of the Central Coast Volunteer Strategy and Actions 2018–2023 have been circulated to all Councillors.”

- Cr Viney moved and Cr Howard seconded, “That the Central Coast Volunteer Strategy and Actions 2018–2023 be adopted (a copy being appended to and forming part of the minutes).”

Carried unanimously

**75/2018      Schedule of Appointments to Statutory Bodies, Groups and Organisations, Council and Special Committees, Community Advisory Groups and Working Groups – Emergency Management (71/2016– 21.03.2016 and 71/2017 – 20.03.2015)**

The General Manager reports as follows:

*“PURPOSE*

This report considers emergency management of the Council and the region and seeks the endorsement of the Council in respect to the provision of this service.

*BACKGROUND*

The current statutory appointment of the Municipal Emergency Management Coordinator will expire on 20 July 2018.

*DISCUSSION*

Current appointments are as follows:

- 1      John Kersnovski, Director Infrastructure Services – the Municipal Emergency Management Coordinator (Municipal Coordinator); and
- 2      Paul Breaden, Engineering Services Group Leader – the Deputy Municipal Emergency Management Coordinator (Deputy Municipal Coordinator) [statutory appointment expires 11 August 2019].

In respect to the Municipal Coordinator role this rests with the Director Infrastructure Services as he has the legislative requirements through the General Manager and is also responsible for the Council workforce.

Under s.23(8) of the *Emergency Management Act 2006*:

‘A council may only nominate a person for the position of Municipal Emergency Management Coordinator or Deputy Municipal Emergency Management

Coordinator if the person, once appointed to the position, would have the authority and ability to make decisions relating to the coordination of emergency management in the municipal area during an emergency without first seeking the approval of the council.’

*CONSULTATION*

Consultation has been undertaken with the respective nominee.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

Funds are allocated in the Estimates.

*CORPORATE COMPLIANCE*

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

A Connected Central Coast

- Connect the people with services

The Environment and Sustainable Infrastructure

- Contribute to a safe and healthy environment
- Contribute to the preservation of the natural environment

Council Sustainability and Governance

- Effective communication and engagement
- Strengthen local–regional connections.

*CONCLUSION*

It is recommended that the Council nominate John Kersnovski, Director Infrastructure Services for appointment by the Minister, as the Central Coast Council’s Municipal Emergency Management Coordinator (Municipal Coordinator) for a period of two years.”

- Cr Downie moved and Cr Diprose seconded, “That the Council nominate John Kersnovski, Director Infrastructure Services for appointment by the Minister, as the Central Coast Council’s Municipal Emergency Management Coordinator (Municipal Coordinator) for a period of two years.”

Carried unanimously

COMMUNITY SERVICES

**76/2018      Statutory determinations**

The Director Community Services reports as follows:

“A Schedule of Statutory Determinations made during the month of February 2018 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reports as follows:

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

■ Cr Tongs moved and Cr Viney seconded, “That the Schedule of Statutory Determinations (a copy being appended to and forming part of the minutes) be received.”

Carried unanimously

**77/2018      Council acting as a planning authority**

The Mayor reports as follows:

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

The Director Community Services has submitted the following report:

‘If any such actions arise out of Minute No. 78/2018, they are to be dealt with by the Council acting as a planning authority under the *Land Use Planning and Approvals Act 1993*.’”

The Executive Services Officer reports as follows:

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

■ Cr Carpenter moved and Cr Downie seconded, “That the Mayor’s report be received.”

Carried unanimously

**78/2018      Domestic animal breeding, boarding or training (dog boarding kennel) involving discretionary use and development in Rural Resource zone and variation to access standards at 829 Pine Road, Penguin – Application No. DA217092**

The Director Community Services reports as follows:

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

<i>‘DEVELOPMENT APPLICATION NO.:’</i>	DA217092
<i>PROPOSAL:</i>	Domestic animal breeding, boarding or training (dog boarding kennel) involving discretionary use and development in Rural Resource zone and variation to access standards
<i>APPLICANT:</i>	PLA Designs
<i>LOCATION:</i>	829 Pine Road, Penguin
<i>ZONE:</i>	Rural Resource
<i>PLANNING INSTRUMENT:</i>	<i>Central Coast Interim Planning Scheme 2013</i> (the Scheme)
<i>ADVERTISED:</i>	14 February 2018
<i>REPRESENTATIONS EXPIRY DATE:</i>	28 February 2018 – at the representor’s request for an extension of time, an additional two days was granted for the lodgement of a representation
<i>REPRESENTATIONS RECEIVED:</i>	One
<i>42-DAY EXPIRY DATE:</i>	22 March 2018
<i>DECISION DUE:</i>	19 March 2018

*PURPOSE*

The purpose of this report is to consider an application to convert an existing, redundant 630m<sup>2</sup> horse stables building to accommodate a dog boarding kennel facility that would comprise 16 dog boarding pens, a food preparation area, outdoor exercise area, utility and office/reception area at 829 Pine Road, Penguin.

Accompanying the report are the following documents:

- .      Annexure 1 – location plan;
- .      Annexure 2 – application documentation;
- .      Annexure 3 – representation, including a request for additional time;
- .      Annexure 4 – photographs; and

- Annexure 5 – Statement of Compliance by the Council acting as the Road Authority.

### *BACKGROUND*

#### *Development description –*

Application is made for a commercial dog boarding kennel on rural land at 829 Pine Road, Penguin.

The application details the conversion and extension of an existing, redundant 630m<sup>2</sup> horse stable building to accommodate 16 dog boarding pens, a food preparation area, utilities and office/reception area. Total floor area of the dog boarding facility would be 658m<sup>2</sup>.

The proposed operation also includes a 600m<sup>2</sup> (20m x 30m) enclosed dog exercise yard and the construction of four all-weather car parking spaces, including one space for persons with a disability.

The application is supported by an Onsite Wastewater Disposal Assessment and Design report by GeoTon Pty Ltd, Ref No. GL 17392Ab. The facility would require the installation of a 3,000L septic tank and two 19.5m long absorption trenches, each 19.5m x 1.0m x 0.6m.

The site has a 337.12m long frontage to Pine Road, however the land is accessed via an established gravel road that is a parcel of Crown land that provides access to the Council's road network at Pine Road, Penguin.

#### *Site description and surrounding area –*

The subject land has an area of 10.37ha and accommodates a dwelling, constructed in 1950, and three outbuildings, including a horse stable building.

The land is located within the Dial Blythe Irrigation District and comprises Class 2 prime agricultural land and a portion of Class 4 land. The property is cleared of native vegetation and is part of an agricultural area along Pine Road that constitutes a highly modified rural landscape.

An internal parcel of private land, and the Dial Range, are located to the east of the property. The access gravel road (Crown land) is also the primary access for 831 Pine Road; the adjoining land to the east.

There are four other dwellings within 230m–300m of the proposed dog boarding kennel.



Reticulated water, wastewater disposal and stormwater disposal are not available to the site.

*History -*

No history relevant to this application.

*DISCUSSION*

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

## 26.0 Rural Resource Zone

CLAUSE	COMMENT
<b>26.1.2 Local Area Objectives</b>	
<p>(a) The priority purpose for rural land is primary industry dependent upon access to a naturally occurring resource;</p> <p>(b) Air, land and water resources are of importance for current and potential primary industry and other permitted use;</p> <p>(c) Air, land and water resources are protected against –</p> <p style="padding-left: 40px;">(i) permanent loss to a use or development that has no need or reason to locate on land containing such a resource; and</p> <p style="padding-left: 40px;">(ii) use or development that has potential to exclude or unduly conflict, constraint, or interfere with the practice of primary industry or any other use dependent on access to a naturally occurring resource;</p> <p>(d) Primary industry is diverse, dynamic, and innovative; and may occur on a range of lot sizes and at different levels of intensity;</p>	<p>“Animal breeding, boarding or training” Use Class is a Discretionary use of the land in the Rural Resource zone.</p> <p>(a) Proposal does not satisfy the Objective. The proposed use is not a primary industry use of the site, would not be dependent upon access to a naturally occurring resource and would not augment ongoing farm operations.</p> <p>(b) Proposal does not satisfy the Objective. The proposed development is not a Permitted use and is not reliant on air, land or water resources for primary industry production.</p> <p>(c)(i) Proposal satisfies the Objective. The proposal is for the use and development of land that would result in the re-use of a redundant building on the land and would not result in the permanent loss of a land resource, over and above that already lost to the development of buildings.</p>

<p>(e) All agricultural land is a valuable resource to be protected for sustainable agricultural production;</p> <p>(f) Rural land may be used and developed for economic, community, and utility activity that cannot reasonably be accommodated on land within a settlement or nature conservation area;</p> <p>(g) Rural land may be used and developed for tourism and recreation use dependent upon a rural location or undertaken in association with primary industry;</p> <p>(h) Residential use and development on rural land is appropriate only if –</p> <p style="padding-left: 40px;">(i) required by a primary industry or a resource based activity; or</p> <p style="padding-left: 40px;">(ii) without permanent loss of land significant for primary industry use and without constraint or interference to existing and potential use of land for primary industry purposes.</p>	<p>(c)(ii) Proposal satisfies the Objective. The proposal is for the use and development of land that would not unduly conflict, constrain or interfere with the practice of primary industry uses that would be dependent on the natural resources of air, land or water. The proposal would result in the re-use of a redundant building on the land and would not result in the permanent loss of a land resource, over and above that already lost to the development of buildings.</p> <p>(d) Proposal does not satisfy the Objective. Use Class is not associated with primary industry.</p> <p>(e) Proposal satisfies the Objective. The proposed use would be located with the curtilage of existing development and would not result in the additional loss of agricultural land, over and above that already lost through dwelling and shed development.</p> <p>(f) Proposal satisfies the Objective. The use would support a business that would be unlikely to operate or be reasonably accommodated on land within in a residential or commercial settlement area, due to possible noise and amenity impacts on adjoining property.</p>
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	<p>(g) Proposal does not satisfy the Objective. Proposed use is not for tourism or recreation use associated with primary industry.</p> <p>(h)(i) Not applicable. Proposed use is not Residential use and development.</p> <p>(h)(ii) Not applicable. Proposed use is not Residential use and development.</p>
<b>26.1.3 Desired Future Character Statements</b>	
<p>Use or development on rural land –</p> <p>(a) may create a dynamic, extensively cultivated, highly modified, and relatively sparsely settled working landscape featuring –</p> <p>(i) expansive areas for agriculture and forestry;</p> <p>(ii) mining and extraction sites;</p> <p>(iii) utility and transport sites and extended corridors; and</p> <p>(iv) service and support buildings and work areas of substantial size, utilitarian character, and visual</p>	<p>(a)(i) Proposal is not consistent with Desired Future Character Statements. The proposed use and development is not associated with a working landscape featuring agriculture or forestry.</p> <p>(a)(ii) Proposal is not consistent with Desired Future Character Statements. The proposed use is not associated with mining and extraction.</p> <p>(a)(iii) Proposal is not consistent with Desired Future Character Statements. The proposed use is not associated with utility and transportation sites or corridors.</p>

<p>prominence that are sited and managed with priority for operational efficiency</p> <p>(b) may be interspersed with –</p> <ul style="list-style-type: none"> <li>(i) small-scale residential settlement nodes;</li> <li>(ii) places of ecological, scientific, cultural, or aesthetic value; and</li> <li>(iii) pockets of remnant native vegetation</li> </ul> <p>(c) will seek to minimise disturbance to –</p> <ul style="list-style-type: none"> <li>(i) physical terrain;</li> <li>(ii) natural biodiversity and ecological systems;</li> <li>(iii) scenic attributes; and</li> <li>(iv) rural residential and visitor amenity;</li> </ul> <p>(d) may involve sites of varying size –</p> <ul style="list-style-type: none"> <li>(i) in accordance with the type, scale and intensity of primary industry; and</li> </ul>	<p>(a)(iv) Proposal is not consistent with Desired Future Character Statements. The proposed use would not result in service and/or support buildings for agriculture, forestry, mining, extraction, utility or transport corridors.</p> <p>(b)(i) Proposal is not consistent with Desired Future Character Statements. Use and development is not within or interspersed by small scale residential settlement nodes.</p> <p>(b)(ii) Proposal is not consistent with Desired Future Character Statements. The subject land is not identified as a place of ecological, scientific, cultural or aesthetic value. It is noted that the Dial Range is located immediately to the east of the property.</p> <p>(b)(iii) Proposal is not consistent with Desired Future Character Statements. The site is cleared of native vegetation.</p> <p>(c)(i) Proposal is consistent with Desired Future Character Statements. The proposal would not disturb the underlying physical terrain of the site.</p> <p>(c)(ii) Proposal is consistent with Desired Future Character Statements. The proposal would not disturb biodiversity or ecological systems on the site.</p>
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<p>(ii) to reduce loss and constraint on use of land important for sustainable commercial production based on naturally occurring resources;</p> <p>(e) is significantly influenced in temporal nature, character, scale, frequency, and intensity by external factors, including changes in technology, production techniques, and in economic, management, and marketing systems.</p>	<p>(c)(iii) Proposal is consistent with Desired Future Character Statements. The proposed use would not disturb existing scenic attributes of the site.</p> <p>(c)(iv) Proposal is not consistent with Desired Future Character Statements. The site is within 230m–300m proximity of five dwellings that have been established on allotments in the Rural Resource zone.</p> <p>(d)(i) Proposal is not consistent with Desired Future Character Statements. The proposed use would not be associated with primary industry.</p> <p>(d)(ii) Proposal is not consistent with Desired Future Character Statements. Proposal is not sustainable commercial production based on a naturally occurring resource.</p> <p>(e) Proposal is not consistent with Desired Future Character Statements. The proposed use is not significantly influenced by changes in technology, production techniques or economic management and marketing systems.</p>
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<b>26.3.1 Requirement for discretionary non-residential use to locate on rural resource land</b>	
<p>26.3.1–(P1) Other than for residential use, discretionary permit use must:</p> <ul style="list-style-type: none"> <li>(a) be consistent with local area objectives;</li> <li>(b) be consistent with any applicable desired future character statement; and</li> <li>(c) be required to locate on rural resource land for operational efficiency: <ul style="list-style-type: none"> <li>(i) to access a specific naturally occurring resource on the site or on adjacent land in the zone;</li> <li>(ii) to access infrastructure only available on the site or on adjacent land in the zone;</li> <li>(iii) to access a product of primary industry from a use on the site or on adjacent land in the zone;</li> <li>(iv) to service or support a primary industry or other permitted use on the site or on adjacent land in the zone;</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>(a) Compliant. The use and development satisfies four of the Rural Resource zone’s Objectives, whilst not satisfying four of the Objectives; with two of the Objectives deemed to be “not applicable”. The use is considered to be required, and is best facilitated, in the Rural Resource zone, due to possible amenity impact issues on adjoining land, and in this case, would be with the curtilage of existing on-site development and would not further reduce the lands capacity for primary industry.</li> <li>(b) Non-compliant. The proposed use and development does not satisfy eleven of the zones’ fourteen Desired Future Character Statements.</li> <li>(c)(i) Compliant. For operational efficiency, the use of land for a dog boarding kennel is required to access an area of land sufficient that it is not in close proximity to a Residential use of land.</li> <li>(c)(ii) Compliant. The proposed use would access existing built infrastructure on site.</li> </ul>

<p>(v) if required</p> <p>a to acquire access to a mandatory site area not otherwise available in a zone intended for that purpose;</p> <p>b for security;</p> <p>c for public health or safety if all measures to minimise impact could create an unacceptable level of risk to human health, life or property if located on land in a zone intended for that purpose;</p> <p>(vi) to provide opportunity for diversification, innovation, and value-adding to secure existing or potential primary industry use of the site or of adjacent land;</p> <p>(vii) to provide an essential utility or community service infrastructure for the municipal or regional community or that is of significance for Tasmania; or</p> <p>(viii) if a cost-benefit analysis in economic, environmental, and social terms indicates significant benefits to the region; and</p>	<p>(c)(iii) Non-compliant. The proposed use would not access a product of primary industry from a use on the site or on adjacent land in the zone.</p> <p>(c)(iv) Non-compliant. The proposed use would not service or support a primary industry or other permitted use on the site or on adjacent land in the zone.</p> <p>(c)(v)a Non-compliant. The proposed use does not require access to a mandatory site area not otherwise available in the zone.</p> <p>(c)(v)b Compliant. The proposed use is located on the land for operational efficiency and security.</p> <p>(c)(v)c Non-compliant. The proposed use of the land is not required for public health or safety.</p> <p>(c)(vi) Compliant. The proposed use and development will provide for diversification of income generation on rural land.</p> <p>(c)(vii) Non-compliant. Not a utility or infrastructure that is of significance for Tasmania.</p>
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<p>(d) minimise likelihood for:</p> <ul style="list-style-type: none"> <li>(i) permanent loss of land for existing and potential primary industry use;</li> <li>(ii) constraint or interference to existing and potential primary industry use on the site and on adjacent land; and</li> <li>(iii) loss of land within a proclaimed irrigation district under Part 9 <i>Water Management Act 1999</i> or land that may benefit from the application of broad-scale irrigation development.</li> </ul>	<p>(c)(viii) Non-compliant. No cost benefit analysis has been undertaken</p> <p>Refer to “Issues” section of this report.</p> <p>(d)(i) Compliant. The proposed use and development, within the curtilage of existing infrastructure on site, would not result in the permanent loss of land for existing and potential primary industry use.</p> <p>(d)(ii) Compliant. The proposed use and development, within the curtilage of existing infrastructure on site, would not constrain or interfere with existing or potential primary industry use on site or on adjacent land.</p> <p>(d)(iii) Compliant. The proposed use and development, within the curtilage of existing infrastructure on site, would not result in the further loss of land within the proclaimed Dial Blythe Irrigation District.</p>
<p><b>26.3.2 Required Residential Use</b></p>	
<p>26.3.2–(A1) Residential use required as part of a use must:</p> <ul style="list-style-type: none"> <li>(a) be an alteration or addition to an existing lawful and structurally</li> </ul>	<p>Not applicable.</p> <p>No new required residential use proposed.</p>

<p>sound residential building;</p> <p>(b) be an ancillary dwelling to an existing lawful and structurally sound single dwelling;</p> <p>(c) not intensify an existing lawful residential use;</p> <p>(d) not replace an existing residential use;</p> <p>(e) not create a new residential use through conversion of an existing building;</p> <p>(f) be an outbuilding with a floor area of not more than 100m<sup>2</sup> appurtenant to an existing lawful and structurally sound residential building; or</p> <p>(g) be home based business in association with occupation of an existing lawful and structurally sound residential building; and</p> <p>(h) there is no change in the title description of the site on which the residential use is located.</p>	
<p><b>26.3.3 Residential use</b></p>	
<p>26.3.3-(A1) Residential use that is not required as part of another use must:</p>	<p>Not applicable.</p>

<ul style="list-style-type: none"> <li>(a) be an alteration or addition to an existing lawful and structurally sound residential building;</li> <li>(b) be an ancillary dwelling to an existing lawful and structurally sound single dwelling;</li> <li>(c) not intensify an existing lawful residential use;</li> <li>(d) not replace an existing residential use;</li> <li>(e) not create a new residential use through conversion of an existing building;</li> <li>(f) be an outbuilding with a floor area of not more than 100m<sup>2</sup> appurtenant to an existing lawful and structurally sound residential building; or</li> <li>(g) be home based business in association with occupation of an existing lawful and structurally sound residential building; and</li> <li>(h) there is no change in the title description of the site on which the residential use is located.</li> </ul>	<p>No new non-required residential use proposed.</p>
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26.4 Development Standards	
26.4.1 Suitability of a site or lot on a plan of subdivision for use or development	
<p>26.4.1–(A1) A site or each lot on a plan of subdivision must:</p> <p>(a) unless for agricultural use, have an area of not less than 1.0 hectare not including any access strip; and</p> <p>(b) if intended for a building, contain a building area</p> <p>(i) of not more than 2,000m<sup>2</sup> or 20% of the area of the site, whichever is the greater unless a crop protection structure for an agricultural use;</p> <p>(ii) clear of any applicable setback from a frontage, side or rear boundary;</p> <p>(iii) clear of any applicable setback from a zone boundary;</p> <p>(iv) clear of any registered easement;</p> <p>(v) clear of any registered right of way benefiting other land;</p> <p>(vi) clear of any restriction imposed by a utility;</p>	<p>(a) Compliant. Land has an area of 10.37ha.</p> <p>(b)(i) Compliant. Total building area for proposed buildings would be 658m<sup>2</sup>.</p> <p>(b)(ii) Compliant. Development would be clear of applicable front, rear and side boundaries.</p> <p>(b)(iii) Not applicable. No zone boundary setbacks apply.</p> <p>(b)(iv) Not applicable. No registered easements.</p> <p>(b)(v) Not applicable. No right-of-way.</p> <p>(b)(vi) Not applicable. No restriction imposed by a utility.</p> <p>(b)(vii) Compliant. Development clear of Crown land gravel access road.</p> <p>(b)(viii) Compliant. Land has frontage to Pine Road and has established access off Pine Road, over Crown land.</p>

<p>(vii) not including an access strip;</p> <p>(viii) accessible from a frontage or access strip.</p>	
<p>26.4.1 –(A2) A site or each lot on a subdivision plan must have a separate access from a road:</p> <p>(a) across a frontage over which no other land has a right of access; and</p> <p>(b) if an internal lot, by an access strip connecting to a frontage over land not required as the means of access to any other land; or</p> <p>(c) by a right of way connecting to a road</p> <p style="padding-left: 40px;">(i) over land not required as the means of access to any other land; and</p> <p style="padding-left: 40px;">(ii) not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and</p> <p>(d) with a width of frontage and any access strip or right of way of not less than 6.0m; and</p> <p>(e) the relevant road authority in accordance with the <i>Local</i></p>	<p>(a) Non-compliant. The land has existing established access off Pine Road, over Crown land. Other land also relies on access to Pine Road over the parcel of Crown land.</p> <p>(b) Not applicable. Not an internal lot.</p> <p>(c) Not applicable. No right-of-way has been established over the strip of Crown land.</p> <p style="padding-left: 40px;">Refer to “Issues” section of this report.</p> <p>(d) Compliant. The land has a 212.3m frontage to Pine Road and access to Pine Road via a strip of Crown land.</p> <p>(e) Compliant. The Council, as the Road Authority, has issued a Statement of Compliance that requires upgrade of the crossover interface between Pine Road and the parcel of Crown land that is used to access the land. Refer to Annexure 5.</p>

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<p><i>Government (Highways) Act 1982</i> or the <i>Roads and Jetties Act 1935</i> must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a proposed subdivision plan.</p>	
<p>26.4.1 –(A3) Unless for agricultural use other than controlled environment agriculture which permanently precludes the land for an agricultural use dependent on the soil as a growth medium, a site or each lot on a plan of subdivision must be capable of connecting to a water supply:</p> <p>(a) provided in accordance with the Water and Sewerage Industry Act 2008; or</p> <p>(b) from a rechargeable drinking water system R31 with a storage capacity of not less than 10,000 litres if:</p> <p>(i) there is not a reticulated water supply; and</p> <p>(ii) development is for:</p> <p>a a single dwelling; or</p> <p>b a use with an equivalent population of not more than 10 people per day.</p>	<p>(c) Not applicable. Site not able to connect to a reticulated water supply.</p> <p>(b)(i) Compliant. Existing on-site rechargeable drinking water system exceeding 10,000 litres.</p> <p>(b)(ii)a. Not applicable. No single dwelling development.</p> <p>(b)(ii)b. Compliant. Site would accommodate no more than 10 people per day.</p>

<p>26.4.1–(A4) Unless for agricultural use other than controlled environment agriculture which permanently precludes the land for an agricultural use dependent on the soil as a growth medium, a site or each lot on a plan of subdivision must be capable of draining and disposing of sewage and liquid trade waste:</p> <p>(a) to a sewerage system provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>; or</p> <p>(b) by on-site disposal if:</p> <p>(i) sewage or liquid trade waste cannot be drained to a reticulated sewer system; and</p> <p>(ii) the development:</p> <p style="padding-left: 40px;">a is for a single dwelling; or</p> <p style="padding-left: 40px;">b provides for an equivalent population of not more than 10 people per day; or</p> <p>(iii) the site has capacity for on-site disposal of domestic waste water in accordance with AS/NZS 1547:2000 On-site domestic-wastewater management clear of any defined building area or access strip.</p>	<p>(a) Not applicable. Site not able to connect to a reticulated sewer system.</p> <p>(b)(i) Not applicable. Satisfied by (b)(ii).</p> <p>(b)(ii) Not applicable. Satisfied by (b)(iii).</p> <p>(b)(iii) Compliant. The application is accompanied by an “Onsite Wastewater Disposal Assessment and Design” report by GeoTon Pty Ltd Reference No. GL17392Ab dated 17 October 2017.</p>
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<p>26.4.1 –(A5) Unless for agricultural use other than controlled environment agriculture which permanently precludes the land for an agricultural use dependent on the soil as a growth medium, a site or each lot on a plan of subdivision must be capable of draining and disposing of stormwater:</p> <p>(a) to a stormwater system provided in accordance with the <i>Urban Drainage Act 2013</i>; or</p> <p>(b) if stormwater cannot be drained to a stormwater system:</p> <p>(i) for discharge to a natural drainage line, water body or watercourse; or</p> <p>(ii) for disposal within the site if:</p> <p>a the site has an area of not less than 5,000m<sup>2</sup>;</p> <p>b the disposal area is not within any defined building area;</p> <p>c the disposal area is not within any area required for the disposal of sewage;</p> <p>d the disposal area is not within any access strip; and</p>	<p>(a) Not applicable. Satisfied by (b)(ii).</p> <p>(b)(i) Not applicable. Satisfied by (b)(ii).</p> <p>(b)(ii)a Compliant. Site has an area of 10.37ha and on-site stormwater disposal is not within any defined building area, access strip or wastewater disposal area.</p> <p>(b)(ii)b Compliant. Site has an area of 10.37ha and on-site stormwater disposal is not within any defined building area, access strip or wastewater disposal area.</p> <p>(b)(ii)c Compliant. Site has an area of 10.37ha and on-site stormwater disposal is not within any defined building area, access strip or wastewater disposal area.</p> <p>(b)(ii)d Compliant. Site has an area of 10.37ha and on-site stormwater disposal is not within any defined building area, access strip or wastewater disposal area.</p> <p>(b)(ii)e Compliant. Site has an area of 10.37ha and on-site stormwater disposal is not within any defined building area, access strip or wastewater disposal area.</p>
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e not more than 50% of the site is impervious surface.	
<b>26.4.2 Location and configuration of development</b>	
<p>26.4.2-(A1) A building or a utility structure, other than a crop protection structure for an agriculture use, must be set back:</p> <p>(a) not less than 20.0m from the frontage; or</p> <p>(b) not less than 50.0m if the development is for sensitive use on land that adjoins the Bass Highway;</p> <p>(c) not less than 10.0m from each side boundary; and</p> <p>(d) not less than 10.0m from the rear boundary; or;</p> <p>(e) in accordance with any applicable building area shown on a sealed plan.</p>	<p>(a) Compliant. Development would be setback 230m from Pine Road frontage.</p> <p>(b) Not applicable. Satisfied by (a).</p> <p>(c) Compliant. Development would be 47m to nearest side boundary.</p> <p>(d) Compliant. Development would be 110m to rear boundary.</p> <p>(e) Compliant. No building area on a sealed plan.</p>
26.4.2-(A2) Building height must be not more than 8.5m.	<p>Compliant.</p> <p>Maximum building height would be 4m.</p>

<p>26.4.2–A3.1</p> <p>A building or utility structure, other than a crop protection structure for an agricultural use or wind power turbines or wind power pumps, must –</p> <ul style="list-style-type: none"> <li>(a) not project above an elevation 15m below the closest ridgeline;</li> <li>(b) be not less than 30m from any shoreline to a marine or aquatic water body, water course, or wetland;</li> <li>(c) be below the canopy level of any adjacent forest or woodland vegetation; and</li> <li>(d) clad and roofed with materials with a light reflectance value of less than 40%.</li> </ul> <p>A3.2</p> <ul style="list-style-type: none"> <li>(a) Wind power turbines and wind power pumps must not exceed 20m in height.</li> </ul>	<p>A3.1</p> <ul style="list-style-type: none"> <li>(a) Compliant. Proposed development would be approximately 15m below nearest ridgeline and would not project above the ridgeline.</li> <li>(b) Compliant. Proposed development would be setback 80m from waterbody (dam).</li> <li>(c) Compliant. Proposed development would be below canopy level of vegetation located 290m to the east of the site.</li> <li>(d) Not applicable. Building is existing. Cladding will remain as existing.</li> </ul> <p>A3.2</p> <ul style="list-style-type: none"> <li>(a) Not applicable. Not wind turbine or wind power pumps.</li> </ul>
<p><b>26.4.3 Location of development for sensitive uses</b></p>	
<p>26.4.3–(A1) New development for sensitive uses must:</p> <ul style="list-style-type: none"> <li>(a) be located not less than:</li> </ul>	<p>Not applicable.</p> <p>Not a sensitive use.</p>

<ul style="list-style-type: none"> <li>(i) 200m from any agricultural land;</li> <li>(ii) 200m from aquaculture, or controlled environment agriculture;</li> <li>(iii) 500m from extractive industry or intensive animal husbandry;</li> <li>(iv) 100m from land under a reserve management plan;</li> <li>(v) 100m from land designated for production forestry;</li> <li>(vi) 50.0m from a boundary of the land to the Bass Highway, or to a railway line; and</li> <li>(vii) clear of any restriction imposed by a utility; and</li> </ul> <p>(b) not be on land within a proclaimed irrigation district under Part 9 <i>Water Management Act 1999</i>, or land that may benefit from the application of broad-scale irrigation development.</p>	
<b>26.4.4 Subdivision</b>	
<p>26.4.4-(A1)</p> <p>Each new lot on a plan of subdivision must be –</p>	<p>Not applicable.</p> <p>No subdivision proposed.</p>

(a) A lot required for public use by the State government, a Council, a statutory authority or a corporation all the shares of which are held by or on behalf of the State, a Councilor by a statutory authority.	
<b>26.4.5 Buildings for Controlled Environment Agriculture</b>	
<p>26.4.5-(A1)</p> <p>A building for controlled environment agriculture use must be a crop protection structure and the agricultural use inside the building must satisfy one of the following:</p> <p>(a) rely on the soil as a growth medium into which plants are directly sown;</p> <p>(b) not alter, disturb or damage the existing soil profile if conducted in a manner which does not rely on the soil as a growth medium.</p>	<p>Not applicable.</p> <p>No controlled environment agriculture proposed.</p>
CODES	
<b>E1 Bushfire-Prone Areas Code</b>	Not applicable. Code does not involve a subdivision or a vulnerable or hazardous use.
<b>E2 Airport Impact Management Code</b>	Not applicable. No code in this Scheme.

<b>E3 Clearing and Conversion of Vegetation Code</b>	Not applicable. No clearing or conversion of native vegetation proposed.
<b>E4 Change in Ground Level Code</b>	Not applicable. No change in ground level proposed.
<b>E5 Local Heritage Code</b>	Not applicable. No places of local significance listed in code.
<b>E6 Hazard Management Code</b>	Not applicable. Not within an area of known or mapped hazard.
<b>E7 Sign Code</b>	Not applicable. No signs proposed.
<b>E8 Telecommunication Code</b>	Not applicable. No telecommunications proposed.
<b>E9 Traffic Generating Use and Parking Code</b>	
<b>E9.2 Application of this Code</b>	Code applies to all development.
<b>E9.4 Use or development exempt from this Code</b>	Not exempt. No Local Area Parking Scheme applies to the site.
<b>E9.5 Use Standards</b>	
<b>E9.5.1 Provision for parking</b>	
E9.5.1-(A1) Provision for parking must be:	Compliant.
(a) the minimum number of on-site vehicle parking spaces must be	

<p>in accordance with the applicable standard for the use class as shown in the Table to this Code;</p>	<p>E9 Traffic Generating Use and Parking Code requires that for Domestic animal breeding, boarding or training the site make provision of one car parking space for every five animals boarded.</p> <p>Sixteen boarding pens are proposed. This equates to a need for 3.2 car parking spaces. The proposal satisfies this requirement, allocating four car parking spaces.</p>
<p><b>E9.5.2 Provision for loading and unloading of vehicles</b></p>	
<p>E9.5.2–(A1) There must be provision within a site for:</p> <p>(a) on-site loading area in accordance with the requirement in the Table to this Code; and</p> <p>(b) passenger vehicle pick-up and set-down facilities for business, commercial, educational and retail use at the rate of one space for every 50 parking spaces.</p>	<p>Compliant by a Condition of a Permit.</p> <p>(a) Table requires provision of an on-site parking space for a small rigid truck. Such a space is not shown on the plan but there is sufficient land to accommodate this requirement.</p> <p>(b) Not applicable. Four car parking spaces are required and allocated.</p>
<p><b>E9.6 Development Standards</b></p>	
<p><b>E9.6.2 Design of vehicle parking and loading areas</b></p>	
<p>E9.6.2 A1.1 All development must provide for the collection, drainage and disposal of stormwater</p>	<p>Compliant by condition to a Permit.</p>

	That the collection, drainage and disposal of stormwater be required as a condition of a Permit.
<p>E9.6.2 A1.2 Other than for development for a single dwelling in the General Residential, Low Density Residential, Urban Mixed Use and Village zones, the layout of vehicle parking area, loading area, circulation aisle and manoeuvring area must –</p> <p>(a) Be in accordance with AS/NZS 2890.1 (2004) – Parking Facilities – Off-Street Car Parking;</p> <p>(b) Be in accordance with AS/NZS 2890.2 (2002) Parking Facilities – Off-Street Commercial Vehicles;</p> <p>(c) Be in accordance with AS/NZS 2890.3 (1993) Parking Facilities – Bicycle Parking Facilities;</p> <p>(d) Be in accordance with AS/NZS 2890.6 Parking Facilities – Off-Street Parking for People with Disabilities;</p> <p>(e) Each parking space must be separately accessed from the internal circulation aisle within the site;</p> <p>(f) Provide for the forward movement and passing of all vehicles within the site other than if entering or leaving a loading or parking space;</p>	<p>(a) Compliant by condition to a Permit.</p> <p>(b)–(d) Compliant. The site has sufficient area to accommodate this requirement.</p> <p>(e) Each parking space is separately accessed from the driveway.</p> <p>(f) Vehicle manoeuvring area provides for the forward movement and passing of all vehicles within the site.</p> <p>(g) Plans indicate that vehicle parking and manoeuvring areas would be formed and constructed with compacted sub-base and an all-weather surface.</p>

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(g) Be formed and constructed with compacted sub-base and an all-weather surface.	
E9.6.2-(A2) Design and construction of an access strip and vehicle circulation, movement and standing areas for use or development on land within the Rural Living, Environmental Living, Open Space, Rural Resource, or Environmental Management zones must be in accordance with the principles and requirements for in the current edition of Unsealed Roads Manual – Guideline for Good Practice ARRB.	Compliant by condition to a Permit.
<b>E10 Water and Waterways Code</b>	Not applicable. Site not within 30m of a watercourse or waterbody.



*Issues –**1 Local Area Objectives and Desired Future Character Statements –*

The purpose of the Rural Resource zone is to provide for the sustainable use and development of air, land and water resources for agriculture, aquaculture, forestry, mining and other primary industries, including quarrying.

The Rural Resource zone's Local Area Objectives and Desired Future Character Statements together seek to promote use and development that is primarily for primary industry purpose.

The Local Area Objectives and Desired Future Character Statements seek to protect all agricultural land for sustainable agricultural production and collectively demonstrate that the primary intent of use and development in the Rural Resource zone is to minimise the loss of land for primary industry. Most particularly, to minimise the loss of prime agricultural land, protect land that is located within a proclaimed irrigation district and to provide for uses that do not constrain, fetter or conflict with current or future primary industry activity.

The proposed use of the land for a dog boarding kennel is considered to adequately satisfy the Scheme's Local Area Objectives and Desired Future Character Statements for the Rural Resource zone,

The use is considered to be required on the site for operational and security reasons and a dog boarding kennel use of land is best facilitated in the Rural Resource zone. The use would be with the curtilage of existing on-site development that comprises a dwelling and outbuildings; and would not further reduce the lands capacity for primary industry. Further, the proposal would appropriately locate a use that may result in amenity impact issues if the use was located in another zone; such as General Residential zone, General Business zone or General Industrial zone.

It may be considered that the subject proposal is a use that will not result in the loss of prime agricultural land or of land that may be subject to irrigation, as the development would be located within the curtilage of existing on-site infrastructure. Given that the owner of the land is engaged in other primary industry activity, the fettering, constraint or conflict of adjoining agricultural activity would not be an anticipated outcome of operation of the dog boarding kennel facility.

The proposed use of the land is able to adequately satisfy the Local Area Objectives and some of the Desired Future Character Statements.

### *2 Development within the Dial Blythe Proclaimed Irrigation District –*

The Central Coast municipal area accommodates two irrigation districts, proclaimed under Part 9 of the *Water Management Act 1999*. The Kindred North Motton Irrigation District, proclaimed in August 2012, and the Dial Blythe Irrigation District, proclaimed in February 2014.

The proposed development would be on land that is located within the Dial Blythe Irrigation District.

The Dial Blythe Irrigation District comprises 12,568ha and is expected to have the capacity to supply 2,855ML of water over the summer irrigation period, giving water security to affected lands. The Scheme is intended to service pasture and cropping land around the settlements of South Riana, Riana, Penguin, West Pine, Cuprona and Howth. Currently, the production of potatoes, other vegetables, poppies, pyrethrum, berries, beef and dairy produce are the primary activities in these areas.

It is considered the proposed development would not exclude the property from future broad scale irrigation and associated resource production.

### *3 Discretionary non-residential use on Rural Resource land –*

When assessing the discretionary use of Rural Resource land, the Planning Authority is to minimise the unnecessary loss of air, land and water resources and prevent unreasonable conflict or interference to existing primary industry use.

Performance Criteria 26.3.1 –(P1) states that, other than for residential development, discretionary uses must meet at least one of the Scheme's requirements. The subject proposal is able to meet several of the Performance Criteria.

The proposed use and development, within the curtilage of existing infrastructure on site, would not result in the permanent loss of land for existing and potential primary industry use and would not fetter, constrain or interfere with existing or potential primary industry use on site, or on adjacent land.

4     *Access to Pine Road relies on Crown land that other land also relies upon for access –*

The subject property relies on access to Pine Road via a strip of Crown land that is also relied upon and used by another, internal property, to the east of 829 Pine Road.

The gravel road has long been established and it would appear that, whilst it is Crown land, a Lease or License with the Crown, setting out rights of access and the ongoing responsibilities for maintenance of the gravel road, has not been properly established by the separate parties that own and use the land.

The gravel road is not part of the Council's road network. The Council, in its capacity as the Road Authority, is satisfied that lands in this area have a long established use of the gravel road to access Pine Road. The Road Authority will require the upgrade of the crossover interface between Pine Road and the gravel road (Crown land). Any other matters relating to the ongoing maintenance of the gravel road are not for consideration by the Panning Authority.

*Referral advice –*

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

SERVICE	COMMENTS/CONDITIONS
Environmental Health	No comment.
Infrastructure Services	Refer to Statement of Compliance issued by the Council acting in its capacity as the Road Authority, dated 12 February 2018.
TasWater	Not applicable.
Department of State Growth	Not applicable.
Environment Protection Authority	Not applicable.
TasRail	Not applicable.

Heritage Tasmania	Not applicable.
Crown Land Services	No comment.
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.

*Representations –*

One representation was received following a request that an extension of time be granted for lodgement of a representation. An additional two days were granted, allowing time for both the submission of a written representation and time for the Planning Authority to consider the development application within the statutory timeframes. A copy of the representation and request for extension of time are provided at Annexure 3.

The representation is summarised and responded to as follows:

MATTER RAISED	RESPONSE
1 The representor adjoins the subject land on the eastern boundary. The representor does not object to the proposed dog boarding kennel business; providing noise, effluent disposal and animal safety are adequately managed.	<p>The development is to include the installation of noise reduction batts to the walls and ceiling of the dog boarding facility and on-site effluent disposal is addressed in an “Onsite Wastewater Disposal Assessment and Design” report by GeoTon Pty Ltd Reference No. GL17392Ab.</p> <p>Any future issues that may arise, such as noise relating to the on-site management of the proposed business, would be addressed under the <i>Environmental Management and Pollution Control Act 1994</i>, should such nuisance arise.</p>

<p>2 The representor is concerned that the proposed dog boarding kennel use and subsequent increase in traffic over the shared access gravel road will result in ongoing maintenance issues of the gravel road.</p>	<p>The representor also relies on access to their property via a gravel road off Pine Road. The gravel road is Crown land and is not maintained by the Council.</p> <p>The Council, in its capacity as the Road Authority, has issued a Statement of Compliance that requires upgrade of the crossover interface between Pine Road and the gravel road that is Crown land.</p> <p>Any other issues, such as the use and maintenance of the gravel road, is matter between the Crown and those parties that rely on the land for access.</p>
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*RESOURCE, FINANCIAL AND RISK IMPACTS*

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

*CORPORATE COMPLIANCE*

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

The Environment and Sustainable Infrastructure

- Develop and manage sustainable built infrastructure.
- Encourage a creative approach to new development.

*CONCLUSION*

The representation does not contain sufficient merit to justify the addition of any restrictive condition to a Permit, or refusal of the proposed use and developed of the land. The primary issue raised in the representation, the ongoing maintenance of the shared access road that is a parcel of Crown land, is not a matter that is for consideration by the Planning Authority.

The proposal is considered to satisfy the Scheme's relevant Performance Criteria in that the use is to be within the curtilage of existing development on site, the potential for land use conflict between primary industry activity and the proposed use is unlikely and the proposal would not result in a risk of fettering or impose a likely constraint on resource production over viable agricultural land within the proclaimed Dial Blythe Irrigation District.

*Recommendation –*

It is recommended that the application for Domestic animal breeding, boarding or training (dog boarding kennel) involving discretionary use and development in Rural Resource zone and variation to access standards at 829 Pine Road, Penguin be approved subject to the following conditions and notes:

- 1 The development must be substantially in accordance with the application for this Permit, unless modified by a condition of this Permit.
- 2 The on-site disposal of wastewater must be in accordance with the "Onsite Wastewater Disposal Assessment and Design" report by GeoTon Pty Ltd. Reference GL 17392Ab dated 17 October 2017 and clear of any defined building area, stormwater disposal site or access driveway.
- 3 Stormwater, including from vehicle parking and manoeuvring areas, must be collected, drained and disposed of to an approved stormwater system.
- 4 Stormwater disposal must be clear of any defined building area, wastewater disposal area and access driveway.
- 5 Vehicle parking and manoeuvring areas must be designed and constructed in accordance with the "Unsealed Roads Manual – Guideline for Good Practice ARRB".
- 6 The layout of vehicle parking areas, loading area, circulation aisles and manoeuvring areas must be in accordance with AS/NZS2891.1 (2004) and AS/NZS2890.2 (2002).
- 7 The development must be in accordance with the conditions of the Statement of Compliance for Vehicular Access and Drainage Access dated 12 February 2018, issued by the Council acting in its capacity as the Road Authority and the Stormwater Authority (copy attached).

Please note:

- 1 A Planning Permit remains valid for two years. If the use or development has not substantially commenced within this period, an extension of time may be granted if a request is made before this period expires. If the Permit lapses, a new application must be made.
- 2 “Substantial commencement” is the submission and approval of a Building Permit or engineering drawings and the physical commencement of infrastructure works on the site or bank guarantee to undertake such works.
- 3 Prior to the commencement of work, the applicant is to ensure that the category of work of the proposed building and/or plumbing work is defined using the Determinations issued under the *Building Act 2016* by the Director of Building Control. Any notifications or permits required in accordance with the defined category of work must be attained prior to the commencement of work.
- 4 The developer is to seek a Kennel Licence for the proposed facility under the *Dog Control Act 2000*.’

The report is supported.”

The Executive Services Officer reports as follows:

“A copy of the Annexures referred to in the report have been circulated to all Councillors.”

■ Cr van Rooyen moved and Cr Howard seconded, “That the application for Domestic animal breeding, boarding or training (dog boarding kennel) involving discretionary use and development in Rural Resource zone and variation to access standards at 829 Pine Road, Penguin be approved subject to the following conditions and notes:

- 1 The development must be substantially in accordance with the application for this Permit, unless modified by a condition of this Permit.
- 2 The on-site disposal of wastewater must be in accordance with the “Onsite Wastewater Disposal Assessment and Design” report by GeoTon Pty Ltd. Reference GL 17392Ab dated 17 October 2017 and clear of any defined building area, stormwater disposal site or access driveway.
- 3 Stormwater, including from vehicle parking and manoeuvring areas, must be collected, drained and disposed of to an approved stormwater system.

- 4 Stormwater disposal must be clear of any defined building area, wastewater disposal area and access driveway.
- 5 Vehicle parking and manoeuvring areas must be designed and constructed in accordance with the “Unsealed Roads Manual – Guideline for Good Practice ARRB”.
- 6 The layout of vehicle parking areas, loading area, circulation aisles and manoeuvring areas must be in accordance with AS/NZS2891.1 (2004) and AS/NZS2890.2 (2002).
- 7 The development must be in accordance with the conditions of the Statement of Compliance for Vehicular Access and Drainage Access dated 12 February 2018, issued by the Council acting in its capacity as the Road Authority and the Stormwater Authority (copy attached) (a copy being appended to and forming part of the minutes).

Please note:

- 1 A Planning Permit remains valid for two years. If the use or development has not substantially commenced within this period, an extension of time may be granted if a request is made before this period expires. If the Permit lapses, a new application must be made.
- 2 “Substantial commencement” is the submission and approval of a Building Permit or engineering drawings and the physical commencement of infrastructure works on the site or bank guarantee to undertake such works.
- 3 Prior to the commencement of work, the applicant is to ensure that the category of work of the proposed building and/or plumbing work is defined using the Determinations issued under the *Building Act 2016* by the Director of Building Control. Any notifications or permits required in accordance with the defined category of work must be attained prior to the commencement of work.
- 4 The developer is to seek a Kennel Licence for the proposed facility under the *Dog Control Act 2000*.”

Carried unanimously



INFRASTRUCTURE SERVICES

**79/2018      Infrastructure Services determinations**

The Director Infrastructure Services reports as follows:

“A Schedule of Infrastructure Services Determinations made during the month of February 2018 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reports as follows:

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

■ Cr Diprose moved and Cr Downie seconded, “That the Schedule of Infrastructure Services Determinations (a copy being appended to and forming part of the minutes) be received.”

Carried unanimously

**80/2018      Tenders for truck replacement – Fleet item F400**

The Director Infrastructure Services reported as follows:

“The Engineering Group Leader has prepared the following report:

*‘PURPOSE*

The purpose of this report is to provide information and recommendations for the replacement of the current 16–tonne truck (F400).

*BACKGROUND*

Tenders were called using the Local Government Association of Tasmania approved MAV procurement system. MAV is the LGAT's procurement service, established in 2001 to aggregate the buying power of local government authorities, shorten procurement timeframes and streamline interactions between business and local government without the time consuming and administrative burden of following the *Local Government Act 1993* requirements for seeking tenders or quotes.

The tender documents were lodged on 25 January 2018 and closed on 15 February 2018.

Tenders received were as follows:

## INFRASTRUCTURE SERVICES

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TENDERER	MAKE	GROSS PRICE \$ (Exc. GST)	TRADE-IN PRICE \$ (Exc. GST)	NETT PRICE \$ (Exc. GST)
FRM	Hino 500 FG1628	136,166	47,273	88,893
CJD Equipment	Fuso Fighter FM65FH2RFAK	137,640	47,273	90,367
FRM	Hino 500 GH1828	144,091	47,273	96,818
Webster Trucks – UD	UD PK16 280 H9L	135,290	36,364	98,926
FRM	Hino 500 GH1835	148,380	47,273	101,107
Webster Trucks – Isuzu	Isuzu FVR 165–300–MWB	143,008	40,909	102,099
<i>Estimate</i>		<i>130,000</i>	<i>30,000</i>	<i>100,000</i>

*DISCUSSION*

A total of six trucks from four suppliers were offered for consideration. Along with the base pricing, there were several options offered by the different suppliers that may enhance the operation of the unit.

The Council's truck fleet consists of eight trucks with their designated fleet numbers being in the "400" series. The current unit is ten years old and is being used as a trade-in on the new unit under consideration. After examination of the specifications provided with the offers it was concluded that four trucks offered the most advantages to the Council and so these were shortlisted for evaluation.

The standard weighted tender assessment was used and considered the following:

- . documentation and compliance;
- . operational assessment;
- . safety assessment;
- . service costs and warranty;
- . financial offer; and
- . previous experience.

The tender assessment panel consisted of the Technical Officer – Fleet & Infrastructure, Roadworks Maintenance Team Leader and the current unit operator.

On completion of the tender evaluation, the submission from Webster Trucks UD for a UD PK16 280 H9L was noted as achieving the highest rating.

It was agreed that the UD PK16 280 H9L unit offered the options and specifications required for the tasks and was believed to be the most suitable of those units for the intended Construction and Maintenance duties. While several other units had comparable features the numerous refinements and standard specifications on the UD deemed the unit most suitable and best value for Council.

This unit is a multi-use vehicle with a number of drivers likely to use the unit in any one month. In view of this, and noting the gearbox repair history from the existing unit, it is considered that the new vehicle should have an automatic transmission to minimise the gearbox/transmission damage that has occurred in the past.

Consequently, the option offered of an automatic transmission at an additional cost of \$3,560 (excluding GST) is considered necessary and appropriate. An extended warranty cover to five years/350,000kms at an additional cost of \$2,295.45 (excluding GST) above the base pricing provided would further enhance the operational performance, safety and versatility of the unit.

### *CONSULTATION*

This item has followed a tendering process and consultation has been undertaken with the tenderers, relevant staff and operators in respect to the tendered vehicle options and safety aspects.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

The nett cost for the UD PK16 280 H9L unit is slightly more than the budget estimate when the two options are added. However, the two options offer advantages to the Council. The preferred option can be accommodated within the plant replacement budget.

### *CORPORATE COMPLIANCE*

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

The Environment and Sustainable Infrastructure

- Contribute to a safe and healthy environment
- Develop and manage sustainable built infrastructure.

Council Sustainability and Governance

- Improve corporate governance.

### *CONCLUSION*

It is recommended that the Council accept:

- 1 the tender from Webster Trucks UD for the replacement of fleet item F400, being a UD PK16 280 H9L model in the amount of \$135,290 (excluding GST [\$148,819 including GST]);
- 2 the trade-in offer from Webster Trucks UD for fleet item F400, being a Hino 500 Series, in the amount of \$36,363.64 (excluding GST [\$40,000 including GST]);

- 3 the offer from Webster Trucks UD for an optional Automatic Transmission at an additional cost of \$3,560 (excluding GST [\$3,916 including GST]); and
- 4 the offer of extended warranty cover to 5 years/350,000kms for the UD PK16 280 H9L at an additional cost of \$2,295.45 (excluding GST [\$2,525 including GST]).'

The Engineering Group Leader's report is supported."

The Executive Services Officer reports as follows:

"A copy of the confidential tender assessment has been circulated to all Councillors."

■ Cr Carpenter moved and Cr Tongs seconded, "That the Council accept:

- 1 the tender from Webster Trucks UD for the replacement of fleet item F400, being a UD PK16 280 H9L model in the amount of \$148,819 (including GST);
- 2 the trade-in offer from Webster Trucks UD for fleet item F400, being a Hino 500 Series, in the amount of \$40,000 (including GST);
- 3 the offer from Webster Trucks UD for an optional Automatic Transmission at an additional cost of \$3,916 (including GST); and
- 4 the offer of extended warranty cover to 5 years/350,000kms UD PK16 280 H9L at an additional cost of \$2,525 (including GST)."

Carried unanimously

## **81/2018      Tenders for truck replacement – Fleet item F406**

The Director Infrastructure Services reported as follows:

"The Engineering Group Leader has prepared the following report:

### *'PURPOSE*

The purpose of this report is to provide information and recommendations for the replacement of the current 16-tonne truck (F406).

### *BACKGROUND*

Tenders were called using the Local Government Association of Tasmania approved MAV procurement system. MAV is the LGAT's procurement service,

established in 2001 to aggregate the buying power of local government authorities, shorten procurement timeframes and streamline interactions between business and local government without the time consuming and administrative burden of following the *Local Government Act 1993* requirements for seeking tenders or quotes.

The tender documents were lodged on 25 January 2018 and closed on 15 February 2018.

Tenders received were as follows:

TENDERER	MAKE	GROSS PRICE \$ (Exc. GST)	TRADE-IN PRICE \$ (Exc. GST)	NETT PRICE \$ (Exc. GST)
FRM	Hino 500 FG1628	136,166	46,364	89,802
CJD Equipment	Fuso Fighter FM65FH2RFAK	136,790	45,972	90,818
FRM	Hino 500 GH1828	144,091	46,364	97,727
Webster Trucks – UD	UD PK16 280 H9L	134,440	36,364	98,076
FRM	Hino 500 GH1835	148,380	46,364	102,016
Webster Trucks – Isuzu	Isuzu FVR 165–300–MWB	142,158	37,273	104,885
<i>Estimate</i>		<i>130,000</i>	<i>30,000</i>	<i>100,000</i>

### *DISCUSSION*

A total of six trucks from four suppliers were offered for consideration. Along with the base pricing, there were several options offered by the different suppliers that may enhance the operation of the unit.

The Council truck fleet consists of eight trucks with their designated number being in the “400” series. The current unit is ten years old and is being used as a trade-in on the new unit under consideration. After examination of the specifications provided with the offers it was concluded that four of the trucks offered the most advantages to the Council and so these were shortlisted for evaluation.

The standard weighted tender assessment was used and considered the following:

- . documentation and compliance;
- . operational assessment;
- . safety assessment;
- . service costs and warranty;
- . financial offer; and
- . previous experience.

The tender assessment panel consisted of the Technical Officer – Fleet & Infrastructure, Civil Construction Team Leader and the current unit operator.

On completion of the tender evaluation, it was noted that the submission from Webster Trucks Isuzu for an Isuzu FVR 165–300–MWB achieved the highest rating.

It was agreed that the Isuzu FVR 165–300–MWB unit offered the options and specifications required and was believed to be the most suitable of those units for the intended Construction and Maintenance duties. While several other units had comparable features the numerous refinements and standard specifications on the Isuzu deemed the unit most suitable and best value for the Council.

### *CONSULTATION*

This item has followed a tendering process and consultation has been undertaken with the tenderers, relevant staff and operators in respect to the tendered vehicle options and safety aspects.



*RESOURCE, FINANCIAL AND RISK IMPACTS*

The nett cost for the Isuzu FVR 165–300–MWB unit is slightly more than the budget estimate and the trade in offered is also more than what was expected. The preferred option can be accommodated within the plant replacement budget.

*CORPORATE COMPLIANCE*

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

The Environment and Sustainable Infrastructure

- . Contribute to a safe and healthy environment
- . Develop and manage sustainable built infrastructure.

Council Sustainability and Governance

- . Improve corporate governance.

*CONCLUSION*

It is recommended that the Council accept:

- 1 the tender from Webster Trucks Isuzu for the replacement of fleet item F406, being an Isuzu FVR 165–300–MWB model in the amount of \$142,158 (excluding GST [\$156,374 including GST]);
- 2 the trade-in offer from Webster Trucks Isuzu for fleet item F406, being a Fuso FM65, in the amount of \$37,272.73 (excluding GST [\$40,000 including GST]); and
- 3 the free extended warranty cover to 5 years/300,000kms.’

The Engineering Group Leader’s report is supported.”

The Executive Services Officer reports as follows:

“A copy of the confidential tender assessment has been circulated to all Councillors.”

■ Cr Downie moved and Cr Tongs seconded, “That the Council accept:

- 1 the tender from Webster Trucks Isuzu for the replacement of fleet item F406, being an Isuzu FVR 165–300–MWB model in the amount of \$156,374 (including GST);

## INFRASTRUCTURE SERVICES

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- 2 the trade-in offer from Webster Trucks Isuzu for fleet item F406, being a Fuso FM65, in the amount of \$40,000 (including GST); and
- 3 the free extended warranty cover to 5 years/300,000kms.”

Carried unanimously

## ORGANISATIONAL SERVICES

**82/2018      Contracts and agreements**

The Director Organisational Services reports as follows:

“A Schedule of Contracts and Agreements (other than those approved under the common seal) entered into during the month of February 2018 has been submitted by the General Manager to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reports as follows:

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

■ Cr Viney moved and Cr Diprose seconded, “That the Schedule of Contracts and Agreements (a copy being appended to and forming part of the minutes) be received.”

Carried unanimously

**83/2018      Correspondence addressed to the Mayor and Councillors**

The Director Organisational Services reports as follows:

*“PURPOSE*

This report is to inform the meeting of any correspondence received during the month of February 2018 and which was addressed to the ‘Mayor and Councillors’. Reporting of this correspondence is required in accordance with Council policy.

*CORRESPONDENCE RECEIVED*

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

- .      Email regarding safety concerns in King Edward Street and Clarkes Lane, Ulverstone
- .      Letter recommending that Council consider seeking Expressions of Interest to build accommodation near the Dial Regional Sports Complex
- .      Letter regarding safety concerns with road edge deterioration on Westella Drive and Forth Road, Turners Beach

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

The Executive Services Officer reports as follows:

- Cr van Rooyen moved and Cr Viney seconded, "That the Director's report be received."

Carried unanimously

### **84/2018 Common seal**

The Director Organisational Services reports as follows:

"A Schedule of Documents for Affixing of the Common Seal for the period 20 February 2018 to 19 March 2018 is submitted for the authority of the Council to be given. Use of the common seal must first be authorised by a resolution of the Council.

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

The Executive Services Officer reports as follows:

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

- 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

### **85/2018 Public question time**

The Mayor introduced public question time at 6.32pm as the business in the open part of the meeting had been dealt with and the Council was about to proceed into the closed section of the meeting.

Ms Deborah Leary – Turners Beach

Question 1 –

"Is the Council aware of this problem (dogs of leash)?

Response:

The Mayor referred the matter to the Director Community Services who advised, yes, the Council has been aware of issues relating to dogs off lead, including the matters raised by yourself.

Question 2 –

“If Council is aware, what is it doing about it?”

Response:

The Mayor referred the matter to the Director Community Services who advised, the Council patrols a number of areas at different times and issues warnings and infringements where warranted. Reminders regarding responsible dog ownership are included in the Mayor’s Message, the Advocate newspaper, social media pages and also, form a part of the dog registration renewals. Another reminder is due to be issued. When Council is made aware of concerns regarding an ongoing problem, increased patrols are requested.

Question 3 –

“I have a number of questions, some of which are included in my letter. I own a dog that reacts to other dogs approaching her, particularly when not on a leash. Dogs not on a lead or under effective control is becoming an increasing problem. I am aware of other Council’s having similar issues along the coast. Is there anyway, Councils can work together on the matter?”

Response:

The Mayor responded by acknowledging Ms. Leary’s issue, advising the Council will endeavour to do more, however, some of the issues will never be solved. The Council does what it can, and also relies on the community for support and to comply where possible. The Council will continue to communicate in relation to responsible dog ownership.

The Director Community Services advised that he would respond to Ms. Leary’s correspondence in due course.

Questions and replies concluded at 6.39pm.

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## CLOSURE OF MEETING TO THE PUBLIC

### 86/2018 Meeting closed to the public

The Executive Services Officer reports as follows:

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

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

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

- . Confirmation of Closed session minutes;
- . Minutes and notes of other organisations and committees of the Council
  - . Dulverton Waste Management Board;
  - . Dulverton Waste Management– Audit and Risk Committee; and
  - . Dulverton Waste Management – Owner Representatives;
- . Cradle Coast Authority Board – Investment Proposal – Cultivate Productions; and
- . Request for the Council to apply for ownership of Winduss Road, Gunns Plains

These are matters relating to:

- . information of a personal and confidential nature or information provided to the council on the condition it is kept confidential;
- . information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting or proposes to conduct business;
- . proposal for the acquisition of land; and
- . matters relating to actual or possible litigation taken, to be or to be taken, by or involving the Council or an employee of the Council and.”

■ Cr Downie moved and Cr Viney seconded, “That the Council close the meeting to the public to consider the following matters, they being matters relating to:

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

- . proposal for the acquisition of land; and
- . matters relating to actual or possible litigation taken, to be or to be taken, by or involving the Council or an employee of the Council.”

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

- . Confirmation of Closed session minutes;
- . Minutes and notes of other organisations and committees of the Council
  - . Dulverton Waste Management Board;
  - . Dulverton Waste Management– Audit and Risk Committee; and
  - . Dulverton Waste Management – Owner Representatives;
- . Cradle Coast Authority Board – Investment Proposal – Cultivate Productions; and
- . Request for the Council to apply for ownership of Winduss Road, Gunns Plains.”

Carried unanimously and by absolute majority

The Executive Services Officer further reports as follows:

- “1 The *Local Government (Meeting Procedures) Regulations 2015* provide in respect of any matter discussed at a closed meeting that the general manager is to record in the minutes of the open meeting, in a manner that protects confidentiality, the fact that the matter was discussed and a brief description of the matter so discussed, and is not to record in the minutes of the open meeting the details of the outcome unless the council determines otherwise.
- 2 While in a closed meeting, the council is to consider whether any discussions, decisions, reports or documents relating to that closed meeting are to be kept confidential or released to the public, taking into account privacy and confidentiality issues.
- 3 The *Local Government Act 1993* provides that a councillor must not disclose information seen or heard at a meeting or part of a meeting that is closed to the public that is not authorised by the council to be disclosed.  
  
Similarly, an employee of a council must not disclose information acquired as such an employee on the condition that it be kept confidential.
- 4 In the event that additional business is required to be conducted by a council after the matter(s) for which the meeting has been closed to the public have been conducted, the Regulations provide that a council may, by simple majority, re-open a closed meeting to the public.”

The meeting moved into Closed session at 6.42pm.

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## **87/2018      Confirmation of Closed session minutes**

The Executive Services Officer reported (reproduced in part) as follows:

“The Closed session minutes of the previous ordinary meeting of the Council held on 19 February 2018 have already been circulated. The minutes are required to be confirmed for their accuracy.

...

The Local Government (Meeting Procedures) Regulations 2015 provide in respect of a matter discussed at a closed meeting –

‘34(1)(b) in relation to a matter discussed at the closed meeting –

(i) the fact that the matter was discussed at the closed meeting; and

(ii) a brief description of the matter so discussed –

are to be recorded in the minutes of that part of the meeting that is open to the public, but are to be recorded in a manner that does not disclose any confidential information and protects confidentiality; and

(c) in relation to a matter discussed at the closed meeting, the details of the discussion of the matter, and the outcome of the discussion, are not to be recorded in the minutes of that part of the meeting that is open to the public 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.”



GENERAL MANAGEMENT

**88/2018      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 2015* provide in respect of a matter discussed at a closed meeting –

‘34(1)(b) in relation to a matter discussed at the closed meeting –

- (i) the fact that the matter was discussed at the closed meeting; and
- (ii) a brief description of the matter so discussed –

are to be recorded in the minutes of that part of the meeting that is open to the public, but are to be recorded in a manner that does not disclose any confidential information and protects confidentiality; and

- (c) in relation to a matter discussed at the closed meeting, the details of the discussion of the matter, and the outcome of the discussion, are not to be recorded in the minutes of that part of the meeting that is open to the public 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.”

### 89/2018      Cradle Coast Authority Board – Investment proposal – Cultivate Productions

The General Manager reports as follows:

*“PURPOSE*

The purpose of this report is to seek the Council’s commitment of underwritten financial support to the Cradle Coast Authority (CCA) Board’s proposal.

...

The *Local Government (Meeting Procedures) Regulations 2015* provide in respect of a matter discussed at a closed meeting –

‘34(1)(b) in relation to a matter discussed at the closed meeting –

- (i) the fact that the matter was discussed at the closed meeting; and
- (ii) a brief description of the matter so discussed –

are to be recorded in the minutes of that part of the meeting that is open to the public, but are to be recorded in a manner that does not disclose any confidential information and protects confidentiality; and

- (c) in relation to a matter discussed at the closed meeting, the details of the discussion of the matter, and the outcome of the discussion, are not to be recorded in the minutes of that part of the meeting that is open to the public 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.”

INFRASTRUCTURE SERVICES

**90/2018 Request for the Council to apply for ownership of Winduss Road, Gunns Plains**

■ Cr Bloomfield (having given notice) moved and Cr Howard seconded,, “That the Central Coast Council apply to the Department of Primary Industries Parks Water and Environment (DPIPWE) or any other appropriate Government department to be granted ownership of the 260 metres or thereabouts of the constructed road that is between the bridge on Winduss Road and the entrance to the Winduss farm property.”

...

The *Local Government (Meeting Procedures) Regulations 2015* provide in respect of a matter discussed at a closed meeting –

‘34(1)(b) in relation to a matter discussed at the closed meeting –

- (i) the fact that the matter was discussed at the closed meeting; and
- (ii) a brief description of the matter so discussed –

are to be recorded in the minutes of that part of the meeting that is open to the public, but are to be recorded in a manner that does not disclose any confidential information and protects confidentiality; and

- (c) in relation to a matter discussed at the closed meeting, the details of the discussion of the matter, and the outcome of the discussion, are not to be recorded in the minutes of that part of the meeting that is open to the public 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 7.33pm.

CONFIRMED THIS 16TH DAY OF APRIL, 2018.

## **Chairperson**

(Imm:lb)

## **Appendices**

- Minute No. 70/2018 – Instrument of delegations by Council of its functions and powers to the General Manager – March 2018
- Minute No. 71/2018 – Customer Service Charter (45/2016–15.02.2016)
- Minute No. 72/2018 – Leven Canyon/Leven Valley Masterplan 2018
- Minute No. 74/2018 – Central Coast Volunteering Strategy 2018–2023
- Minute No. 76/2018 – Schedule of Statutory Determinations
- Minute No. 78/2018 – Statement of Compliance by the Council acting as the Road Authority – Vehicular and Drainage Access – 829 Pine Road Penguin – DA217092
- Minute No. 79/2018 – Schedule of Infrastructure Services Determinations
- Minute No. 82/2018 – Schedule of Contracts & Agreements
- Minute No. 84/2018 – Schedule of Documents for Affixing of the Common Seal

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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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# Associated Reports And Documents

# Central Coast Council

## Schedule of Delegations

Council to the General Manager

March 2018

## ***Local Government Act 1993 (No. 95 of 1993)***

### **22. Delegation by Council**

**(1)** Subject to subsection (2), a Council, in writing, may delegate with or without conditions to the General Manager, controlling authority, a Council committee, a special committee or a local committee, any of its functions or powers other than –

- (a)** this power of delegation, unless authorized by the Council; and
- (b)** the powers referred to in subsection (2).

**(2)** A Council, in writing, may delegate any of the following powers only to the General Manager or a Council committee and only on condition that the Council has determined appropriate policies and procedures to be followed in relation to those powers:

- (a)** the imposition of fees, taxes, rates and charges;
- (b)** the remission or rebate of rates and charges;
- (c)** the making of grants or the provision of benefits.

**(3)** A Council must not delegate any of its powers relating to the following:

- (a)** the borrowing of money or other financial accommodation;
- (b)** the determination of the categories of expenses and allowances payable to Councillors and any member of any committee;
- (c)** the establishment of committees, controlling authorities or joint authorities;
- (d)** the revision of the budget or financial estimates of the Council;
- (e)** the revision of the strategic and operational plans of the Council;
- (f)** the approval for, and the method of, the sale of land;
- (g)** the making of by-laws;
- (h)** the fixing of fees, rates and charges;
- (i)** any other prescribed power.

**(4)** The General Manager is to –

- (a)** keep a register of any delegation; and
- (b)** make the register available for inspection at a public office.



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### Archives Act 1983

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
	Delegate all of its powers and functions under the Act including any regulations made under this Act to the General Manager with the exception of Section 10(1)(c)		GM

### Building Act 2016

#### DELEGATION

- (1) The Minister may delegate to any person any of the Minister's powers and functions under this Act, other than this power of delegation.
- (2) The Director of Building Control may delegate to any person any of the Director's powers and functions under this Act, other than this power of delegation.
- (3) A Council may delegate to any person any of its powers and functions under this Act, other than this power of delegation.
- (4) A general manager may delegate to any person any of the general manager's powers and functions under this Act, other than this power of delegation.
- (5) A delegation under this section is to be made by instrument in writing

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
8(3)	All the powers and functions of Council under the Building Act 2016.	Delegation from Council to General Manager. <hr/> To exercise the powers and perform the functions under the Building Act 2016	GM

#### Burial and Cremation Act 2002 and Burial and Cremation (Cemetery) Regulations 2005

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
	Delegate all of its powers and functions under the Act to the General Manager with the exceptions of S.29, 30, and 31.	S.20 of the Act be delegated with the condition that fees are in accordance with Council's annual Fees and Charges Schedule; and S.41 of the Act be delegated on the condition that permission from the Director of Public Health must also be given which is a legislative requirement	GM

## Dog Control Act 2000

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
	Delegate all of its powers and functions under the Act including any regulations made under this Act to the General Manager with the exception of Sections. 7; 20; 21; 22; 23; 24; 25; 26 and 80		GM

## Environmental Management and Pollution Control Act 1994

### APPOINTMENTS

- . A Council may appoint an employee of the Council to be a Council officer for the purposes of this Act: s.21 of EMPCA.
- . Any person authorised pursuant to s.21 must be provided with a certificate of authorisation which is capable of production upon request (along with identification), pursuant to s.92(4).

### DELEGATIONS

- . A Council, in writing, may delegate with or without conditions to the General Manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- . The General Manager, in writing, may delegate to an employee of the Council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the Council which the Council authorised the General Manager to delegate: s.64 Local Government Act 1993.
- . If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the

office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.

- If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

<b>Provision</b>	<b>Item Delegated / Authorisation</b>	<b>Conditions and Limitations</b>	<b>Delegate / Authorised Officer</b>
Sec 22 LGA	All of Council's powers and functions under the Environmental Management and Pollution Control Act 1994	Delegation given by Council to General Manager.	GM
Sec 64 LGA	All of Council's powers and functions under the Environmental Management and Pollution Control Act 1994, may be delegated	Authorisation given by Council to General Manager.	GM
Sec 20A	Duty of Council to prevent pollution		GM
Sec 20B	Council may ask Board to exercise powers		GM
Sec 21	Council officers		GM
Sec 22 (1A)	Registers of environmental management and enforcement instruments	Council is original source of power.	GM

Sec 23 (1) (2)	Trade secrets	Council is original source of power.	GM
Sec 24 (1)	Council must refer application to the Board if directed to do so		GM
Sec 44 (4)	Environment protection notices		GM
Sec 47 (3) (4)	Action on non-compliance with environment protection notice		GM
Sec 48 (1)	Civil enforcement proceedings		GM
Sec 61	Reports in respect of alleged contraventions		GM
Sec 74	Environmental Impact Assessment Principles		GM
Sec 94	Provisions relating to seizure		GM

### **Food Act 2003**

#### **APPOINTMENTS**

- A Council may appoint a person to be an authorised officer for the purposes of this Act: S.100(2) of the Food Act 2003.

#### **DELEGATIONS**

- A Council, in writing, may delegate with or without conditions to the General Manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- The General Manager, in writing, may delegate to an employee of the Council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the Council which the Council authorised the General Manager to delegate: s.64 Local Government Act 1993.

- If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.
- If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
Sec 22 LGA	All of Council's powers and functions contained in the Food Act 2003.	Delegation given by Council to General Manager. <hr/> To exercise all of Council's powers and functions contained in the Food Act 2003.	GM
Sec 64 LGA	All of Council's powers and functions contained in the Food Act 2003, may be delegated	Authorisation given by Council to General Manager. <hr/> To delegate all of Council's powers and functions to an authorised officer for the purposes of the Food Act 2003.	GM

Sec 101 (2)	Appointment of Authorised Officers	<p>Appointment by Council to General Manager.</p> <hr/> <p>To exercise the following powers as an authorised officer for the purposes of the Food Act 2003.</p>	GM
Sec 33	Making of order	<p>Delegation given by Council to General Manager.</p> <hr/> <p>Exercise emergency powers as prescribed under Section 33 of the Food Act 2003.</p>	GM
Sec 34 (2)	Nature of order	<p>Delegation given by Council to General Manager.</p> <hr/> <p>Issuing an order under Section 34 of the Tasmania Food Act 2003.</p>	GM
Sec 50 (2)	Forfeiture of item	<p>Delegation given by Council to General Manager.</p> <hr/> <p>To seize items in accordance with Section 50 of Tasmania Food Act 2003.</p>	GM
Sec 52 (1)	Return of forfeited item	<hr/> <p>To return forfeited item in accordance with Section 52 of the Tasmania Food Act 2003.</p>	GM
Sec 53 (4) (2) (3)	Compensation to be paid in certain circumstances	<p>Delegation given by Council to General Manager.</p> <hr/>	GM



		Compensation to be paid in certain circumstances in accordance with Section 53 of the Tasmania Food Act 2003.	
Sec 55	Enforcement agency entitled to answer application	Enforcement agency entitled to appear as respondent at hearing of application made under Section 54 in accordance with Section 55 of the Tasmania Food Act 2003.	GM
Sec 68 (2) (3)	Compensation	Compensation may be payable in accordance with Section 68 of the Tasmania Food Act 2003.	GM
Sec 83H	Priority classification system	Maintain a priority classification system in accordance with Section 83H of the Tasmania Food Act 2003.	GM
Sec 87 (1) (5) (6) (7)	Registration of food business	The registration of food business in accordance with Section 87 (1)(5)(6)(7) of the Tasmania Food Act 2003.	GM
Sec 89 (3) (5)	Renewal of registration	Renew food business registrations in accordance with Section 89 (3)(5) of the Tasmania Food Act 2003.	GM
Sec 91	Variation of conditions, or suspension or cancellation, of registration of food businesses	Variation of conditions, or suspension, or cancellation, of registration of food business in accordance with Section 91 of the Tasmania Food Act 2003.	GM

Sec 94	Register of food businesses	Prepare and maintain list of food business registration details in accordance with Section 94 of Tasmania Food Act 2003.	GM
Sec 97	Functions of Councils	Ensure provisions of Act are complied with and carry out any other function determined in accordance with Section 97 of the Tasmania Food Act 2003.	GM
Sec 98 (4)	Power of Director of Public Health to order Council to perform duties	To exercise power of Director of Public Health in accordance with Section 98(4) of the Tasmania Food Act 2003.	GM
Sec 100 (1) (2)	Reports by Councils	Report to the Director of Public Health in accordance with Section 100 (1)(2) of the Tasmania Food Act 2003.	GM
Sec 104(1)	Institution of proceedings	Institute proceedings in accordance with Section 104(1) of the Tasmania Food Act 2003.	GM
Sec 118 (1)	Infringement notices	Serve an infringement notice in accordance with Section 118(1) of the Tasmania Food Act 2003.	GM

### Heavy Vehicle National Law Act 2013

This register is maintained in compliance with section 22 of the Local Government Act 1993 (Tas).

The Heavy Vehicle National Law (Tasmania) Act 2013 (Tas) makes the Heavy Vehicle National Law applicable in Tasmania with certain modifications for the Tasmanian context. The Act results in the creation of the Heavy Vehicle National Law (Tasmania).

The Heavy Vehicle National Law is contained in a Schedule to the Heavy Vehicle National Law Act 2012 (Qld).

The Acts Interpretation Act 1931 (Tas) does not apply to the Heavy Vehicle National Law (Tasmania).

A Council, within the meaning of the Local Government Act 1993 (Tas), is declared to be a local government authority for the purposes of the Heavy Vehicle National Law (Tasmania). The Council is the "road manager" for the purposes of this Act in relation to a road controlled by a local government authority.

The Registrar of Motor Vehicles is the "road authority".

The National Heavy Vehicle Regulator may appoint an employee of a Council to be an "authorised officer": Heavy Vehicle National Law s.481. The Act does not provide for this appointment to be made by a Tasmanian body.

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
16	Road Manager		GM
118(1)(b)	Granting consent for exemption on mass or dimension restriction		GM
124(1)(b)	Granting consent for exemption (permit) on mass or dimension restriction		GM
145(1)(b)	Granting consent for a class 2 heavy vehicle authorisation		GM

156(2)	Asking the Regulator for a longer period to decide whether to grant consent for a mass or dimension authority		GM
156(6)	Providing written statement explaining road manager's reasons not to give consent for a mass or dimension authority		GM
158	Authority to act pending third party consultation		
159(2)	Notifying the Regulator that route assessment is required by the road manager in deciding whether to give consent and the fee payable		GM
160(1)	Specifying road condition(s) to which the granting of consent is subject		GM
160(2)	Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions		GM
161(1)	Specifying travel condition(s) to which the granting of consent is subject		GM
161(2)	Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions		GM
162(2)	Requesting specified vehicle condition(s) be imposed on the mass or dimension authority		GM
167(2)(b)	Giving notice to the Regulator of objection to the application of this section [which provides for expedited process for renewal of mass or dimension authority]		GM
169	Giving consent to the grant of a mass or dimension authority for a trial period or no more than 3 months		GM
170	Renewal of limited consent for trial purposes		GM

171	Period for which mass or dimension authority applies where limited consent		GM
172	Requirements for statement explaining adverse decision of road manager		GM
173	Amendment or cancellation on Regulator's initiative		GM
174(2)	Asking the Regulator to amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles		GM
176	Amendment or cancellation on application by permit holder		GM
178(2)	Asking the Regulator to amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles		GM
645	Decide a review of a reviewable decision under the Act		GM

#### Historic Cultural Heritage Act 1995

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
	Delegate its powers under Sections 30, 33, 34, 38 and 40(2)		GM

#### Land Use Planning and Approvals Act 1993

##### DELEGATION

s.6 Delegation (3) A planning authority may, by resolution, delegate any of its functions or powers under this Act other than this power of delegation to a person employed by the authority.

- (4) A delegation may be made either generally or as otherwise provided by the instrument of delegation.
- (5) Notwithstanding any delegation, a planning authority may continue to perform or exercise all or any of the functions or powers delegated.
- (6) A function or power performed or exercised by a delegate has the same effect as if performed or exercised by a planning authority.

NB: Delegations under this Act may be made by Council directly to Council employees other than the GM.

Delegations may be made by the GM to other officers pursuant to the general power in s.64 of the Local Government Act 1993, if she or he is authorised to do so.

#### AUTHORISATION

##### Authorised Officers

s.65I(2) A General Manager of a Council may authorise a person to be, for the purposes of this Act, an authorised officer in respect of the municipal area of the Council.

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
Part 3 Generally	PART 3 PLANNING SCHEMES As a consequence of any decision by the Council to initiate preparation of a planning scheme or a planning scheme amendment or to provide its views and opinions on any representation received on a draft planning scheme or draft amendment: i) authority to give such advice, consultation, referral	Delegation given by Council to General Manager.	GM

	<p>or notification as required under this Part;</p> <p>ii) authority to initiate public notification of a draft scheme or draft amendment;</p> <p>iii) authority to submit a draft scheme or a draft amendment for approval if no representations are received during the exhibition period;</p> <p>iv) authority to modify a draft planning scheme or draft amendment if only to correct any error, remove an anomaly, clarify or simplify a provision, remove any inconsistency with other regulation, make procedural changes or to bring the planning scheme into conformity with a mandatory planning instruction;</p> <p>v) represent the Council and to give evidence and make submissions before any hearing conducted by the Tasmanian Planning Commission.</p>		
Part 4 Generally	<p>PART 4 ENFORCEMENT OF PLANNING CONTROL</p> <p>Authority to require the making of a permit application and to undertake actions and proceedings in pursuance of the Council's obligations as a planning authority to observe and enforce compliance of a planning scheme; including –</p> <p>i) to give such advice, consultation, referral or notification as required under this Part;</p> <p>ii) to represent the Council and to give evidence before the Resource Management and Planning Appeal Tribunal in respect of any appeal against a decision on a planning permit;</p> <p>iii) to initiate legal proceedings for any use of land, development or act if:-</p> <p>- contrary to a State Policy, planning scheme or special planning scheme;</p>	Delegation given by Council to General Manager.	GM

	- an obstruction of a planning scheme or special planning scheme; or - a breach of a condition or restriction of a planning permit.		
12	Authority to determine the status of an existing use or development.		GM
40U	Combined permit and amendment process - Additional information		GM
48AA	Enforcement of special permits	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
48A	Notice to remove signs	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
51	Permits	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
52(1B)	What if applicant is not the owner?		GM
53(5A) & (5B)	When does a permit take effect?	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
54	Additional information	Delegation given by Council to General. Original source of authority is Planning Authority.	GM
55	Correction of mistakes in a permit	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
56	Minor amendments of permits	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM



57(2)	Applications for discretionary permits	Delegation given by Council to General Manager. Original source of authority is Planning Authority.  If the proposed use or development is prohibited by the scheme.	GM
57(3)	Notify application for a discretionary permit	Delegation given by Council to General. Original source of authority is Planning Authority.	GM
57(5)	Allow additional time for person to submit representation		GM
57(6)	Grant a discretionary permit with or without conditions	Delegation given by Council to General Manager. Original source of authority is Planning Authority. If – a) there are no representations making objection to grant of a permit; or b) there are representations making objection on grounds that are not matters applicable for determination of the permit application	GM
57(6A)	Negotiate an extension of time for determination of a permit application	Delegation given by Council to General Manager. Original source of authority is Planning Authority. <hr/> To negotiate with applicants for extensions to the statutory period within which granting or refusal of applications for permits must otherwise take place.  To comply with the provisions of the Land Use Planning and Approvals Act 1993 relating to the	GM

		<p>statutory time period for the consideration of planning permits.</p> <p>Council authorisation is given for the General Manager to delegate this power to the Director Community Services and the Land Use Planning Group Leader.</p>	
57A	Mediation	<p>Delegation given by Council to General Manager. Original source of authority is Planning Authority. Authority to undertake mediation on any appeal arising out of a decision on a planning permit and to bind Council to agreements within the mediation on any matter that the Council has a proper power relevant to the permit application under LUPAA</p>	GM
57(7)	Applications for discretionary permits – Authority to serve notice of the decision on a permit application		GM
58	Application for other permits	<p>Delegation given by Council to General Manager. Original source of authority is Planning Authority. Grant of a permit if the use or development complies to all applicable regulatory requirements</p>	GM
59	Authority to issue notices - Failure to determine an application for a permit is deemed to constitute a decision to grant a permit and conditions to be determined by Appeal Tribunal	<p>Delegation given by Council to General Manager. Original source of authority is Planning Authority. Subject to the same qualifications as applied to a S.57 decision.</p>	GM
60P(4)	Provide information if requested by Tasmanian Planning Commission	<p>Delegation given by Council to General Manager. Original source of authority is Planning Authority.</p>	GM

60Q(5)	Notification and exhibition of project	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
60ZD	Issue of planning compliance certificates		GM
60ZE(3)	Grant an extension of planning compliance certificate		GM
60ZF	Cancellation of planning compliance certificates		GM
60P(1)(b)	Authority to provide advice requested by Tasmanian Planning Commission.		GM
60Y	Authority to consult on a consequential amendment of the LPS if required by a decision on a Project of Regional Significance		GM
64	Civil enforcement proceedings	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
65B	Notice of intention to issue enforcement notice	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
65C	Enforcement notices	Delegation given by Council to General. Original source of authority is Planning Authority.	GM
65G	Cancellation of permits	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
65I(2)	Authorised persons	Delegation given by General Manager to Director of Department.	GM
63(5C), 64(8), 65E(5),	Carry out works	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM

Part 4 Generally	Authority to represent the planning authority or to appoint a person to represent the planning authority and to give evidence, on a planning appeal or other action, including any mediation, before the Resource Management and Planning Appeals Tribunal or any other body of competent jurisdiction.	Delegation given by Council to General Manager. Original source of authority is Planning Authority. Except where the Council makes such decision contrary to the written advice or recommendation of the Director Land and Environmental Services.	GM
71	PART 5 AGREEMENTS Require an Agreement	Includes authority to negotiate the terms, conditions and duration of an agreement, with the condition that the final approval of an agreement shall be given by the General Manager.	GM
74(3)	Duration of agreement	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
75	Amend agreements	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
76	Lodge Agreement with Commission	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
78	Registration of agreements	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
80	Represent the Council or appoint a person (legal practitioner) to represent the Council in proceedings before the Appeal Tribunal	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
84	Serve notices or other documents	Delegation given by Council to General Manager. Original source of authority is Planning Authority.	GM
85	Authority to collect or recover fees		GM

Schedule 6	<p>Transitional Provisions</p> <p>Amendment of Schemes and Interim Schemes (Note 3 – Schedule 6)</p> <p>34(1) - Initiate amendment of planning scheme</p> <p>34 (3) - Withdrawal of amendment of planning scheme</p> <p>34(4) - Notice of Withdrawal of amendment of planning scheme</p> <p>38(1) - Public exhibition of draft amendment</p> <p>39(2) - Representations to be provided to Commission in respect of draft amendments</p> <p>43J - Correction of mistake in permits referred to in s43H</p> <p>43K - Minor amendment of permits referred to in section 43H</p>	<p>NOTE 1: The transitional provisions in Schedule 6 provide for the transition from the current process under LUPAA and the current schemes to the Tasmanian Planning Scheme and the processes in the new LUPAA</p>	GM
	Revoke: S.23; 24(1); 25(1)(a); 28B; 28E(2); 30H; 30I; 30J)		GM

#### Land Use Planning and Approvals Regulations 2014

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
Reg. 9	Notice of application for permit	Delegation given by Council to General Manager.	GM

## Local Government (Building and Miscellaneous Provisions) Act 1993

### DELEGATIONS & AUTHORISATIONS

- A Council, in writing, may delegate with or without conditions to the General Manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- The General Manager, in writing, may delegate to an employee of the Council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the Council which the Council authorised the General Manager to delegate: s.64 Local Government Act 1993.
- If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.
- If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

#	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
Sec 22 LGA	All of Council's powers and functions contained in the Local Government (Building and Miscellaneous Provisions) Act 1993.	Delegation given by Council to General Manager.	GM

Sec 64 LGA	All of Council's powers and functions contained in the Local Government (Building and Miscellaneous Provisions) Act 1993, may be delegated	Authorisation given by Council to General Manager.	GM
83	Approval of plan of subdivision		GM
84	Council not to approve subdivision		GM
85	Refusal of application for subdivision		GM
86	Security for payment		GM
89	Approval of final plans by Council		GM
91 (3)	Corrections to final plans		GM
92	Amendments to final plans		GM
93	Cancellation of final plans		GM
96	Dedication as highway		DIS
103	Amendment to sealed plans		GM
104(1)	Hearing in respect of amendment of plans		GM
105 (2)	Compensation in respect of amendments		GM
107	Access orders		GM
109 (6)	Minimum lots		GM
110	Adhesion orders		GM
112	Purposes for which plan approved		GM,

113 (4)	Bringing land under Land Titles Act 1980		GM
115	Exemption		GM
116	Limitation on requirement for public open space		GM
117	Payment instead of increasing public open space		GM
118	Council schemes		GM
Part 7	Long Service Leave and Employees Assurance Scheme		GM
241 (1)	Preservation Orders		GM
243	Preservation Order is enforceable		GM
244	Registering preservation order		GM
246	Advertising hoardings		GM
247	Removal of advertising hoardings		GM

#### **Litter Act 2007**

<b>Provision</b>	<b>Item Delegated / Authorisation</b>	<b>Conditions and Limitations</b>	<b>Delegate / Authorised Officer</b>
	Delegate all of its powers and functions under the Act including any regulations made under this Act to the General Manager with no restrictions		GM



## Local Government (General) Regulations 2015

### DELEGATIONS & AUTHORISATIONS

- . A Council, in writing, may delegate with or without conditions to the General Manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- . The General Manager, in writing, may delegate to an employee of the Council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the Council which the Council authorised the General Manager to delegate: s.64 Local Government Act 1993.
- . If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.
- . If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- . A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

#	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
R.23(2) (3)(4)(5)	Public tenders	Delegation given by Council (as original source of power) to General Manager. <hr/>	GM

		The General Manager must invite tenders for any contract it intends to enter into for the supply or provision of goods and services as prescribed under Local Government Regulations 23 (2)(3)(4)(5).	
R. 24	Open tenders	<p>Delegation given to the General Manager (as original source of power).</p> <hr/> <p>The General Manager is to invite tenders by publishing at least once a notice in a daily newspaper in accordance with Local Government Regulation 24.</p>	GM
R. 25	Multiple-use register	<p>Delegation given by Council (as original source of power) to General Manager.</p> <hr/> <p>The General Manager may establish a multiple use register of suppliers in accordance with Local Government Regulation 25.</p>	GM
R. 26(1)	Multi-stage tender	<p>Delegation given by Council (as original source of power) to General Manager.</p> <hr/> <p>The General Manager may invite tenders for a contract for the supply of goods or services using a multiple-stage tender process in accordance with Local Government Regulation 26.</p>	GM
S. 37(d) (e)(ea)	Compulsory acquisition of land	Delegation given to the General Manager. Delegation is restricted to S.37(d)(e)(ea) only and excludes S.37(a)(b) (c) and (f).	GM

		The General Manager may acquire land under Section 176 of the Local Government Act 1993 and Local Government Regulation 37 (purposes of compulsory acquisition).	
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## **Local Government (Highways) Act 1982**

### **APPOINTMENTS & AUTHORITIES**

1. Council should make the following appointments:
2. Engineer, either as an employee or approved for the purposes of the Act
3. Parking attendants, employed by Council: s.94(1). A certificate of employment should be provided: s.107(1). Council should grant the following authorisations:
4. Authorised officer for the purposes of section 41 (an officer of the corporation authorised either generally or in a particular case to give a consent or report under this section) (unless the Corporation's engineer will prepare the necessary reports).
5. Authorised officer for the purposes of section 99 (closure of parking spaces in certain cases). Once it has done so, those persons will have the powers and functions associated with those positions as set out in the Act.

### **DELEGATIONS**

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

- (1) The corporation may, by special resolution, delegate to one or more officers of the corporation or to a committee consisting of members of the Council the exercise or performance of such of its powers or functions under this Act (except this power of delegation) as are specified in the resolution and may, by resolution, revoke wholly or in part any such delegation.
- (2) A resolution for the purposes of subsection (1), other than a resolution revoking a delegation, shall be passed by a majority of at least two-thirds of the members of the Council present at the meeting at which it is moved.

- (3) A power or function, the exercise or performance of which has been delegated under this section, may, while the delegation remains unrevoked, be exercised or performed from time to time in accordance with the terms of the delegation.
- (4) A delegation under this section may be made subject to such conditions or limitations as to the exercise or performance of any of the powers or functions delegated, or as to time or circumstance, as are specified in the resolution.
- (5) Notwithstanding any delegation under this section, the corporation may continue to exercise or perform all or any of the powers or functions delegated.
- (6) Any act or thing done by or to a delegate while acting in the exercise of a delegation under this section shall have the same force and effect as if the act or thing had been done by or to the corporation and shall be deemed to have been done by or to the corporation.
- (7) An instrument purporting to be signed by a delegate of the corporation in his capacity as such a delegate shall in all courts and before all persons acting judicially be received in evidence as if it were an instrument executed by the corporation under seal and, until the contrary is proved, shall be deemed to be an instrument signed by a delegate of the corporation under this section.

NB: this Act addresses the power to delegate in detail and therefore the general provisions of the Acts Interpretation Act 1931 will not apply. The restrictions imposed on delegations contained in s.22(3) of the Local Government Act 1993 will still apply.

<b>Provision</b>	<b>Item Delegated / Authorisation</b>	<b>Conditions and Limitations</b>	<b>Delegate / Authorised Officer</b>
124(1)	All of Council's powers and functions contained in the Local Government (Highways) Act 1982	Delegation given by Council to General Manager. Excludes sections 12(1), 15(3), 19(1)(c), 43, 46(2C), 61, 73, 80, 114(8), 124; and condition on s104(2) - must be in accordance with the annual schedule of fees and charges.	GM
6	Making, widening, &c., of highways by corporations	Original source of power is the Corporation.	GM

7	Limitation on opening of highways in cities and towns by private persons	Original source of power is the Corporation.	GM
8	Maintenance of highways opened outside cities or towns by private persons	Original source of power is the Corporation.	GM
10	Obligations on landowners opening highways	Original source of power is the Corporation.	GM
11	Enforcement of obligations of landowners opening highways	Original source of power is the Corporation.	GM
14	Closure and diversion of highways	Original source of power is the Corporation.	GM
15	Dealing with sites of closed highways	Original source of power is the Corporation.	GM
17	Definition of boundaries of highway	Original source of power is the Corporation.	GM
19	Closure of local highways for public functions, &c.	Original source of power is the Corporation. In consultation with Commissioner of Police. Delegation excludes 19(1)(c)	GM
20	Closure of parts of local highways for sale of goods, &c.	Original source of power is the Corporation. In consultation with Commissioner of Police & Transport Commission	GM
21	General responsibility of corporations	Original source of power is the Corporation.	GM
24	Highways on boundaries of municipalities	Original source of power is the Corporation.	GM
25	General supplementary provisions as to carrying out of highway works	Original source of power is the Corporation.	GM
26(4)	Obtaining of materials for highway works	Original source of power is the Corporation.	GM
27	Use of adjoining lands in carrying out highway works	Original source of power is the Corporation.	GM

28	Shifting of apparatus, &c., in roads	Original source of power is the Corporation.	GM
30	Improvement, &c., of highways	Original source of power is the Corporation.	GM
31	Obstructions for prohibition or restriction of vehicular traffic	Original source of power is the Corporation. S. 31(1) requires approval from Transport Commission	GM
32	Lighting	Original source of power is the Corporation.	GM
33	Lighting of private ways and courts	Original source of power is the Corporation.	GM
34	Drainage works	Original source of power is the Corporation.	GM
35	Crossings over footpaths, table-drains, and gutters	Original source of power is the Corporation.	GM
36	Fencing of streets in towns	Original source of power is the Corporation.	GM
37	Alterations, &c., of entrances to highways	Original source of power is the Corporation.	GM
38	Removal of trees near highways	Original source of power is the Corporation.	GM
39	Obligation of occupiers to cut back vegetation, &c.	Original source of power is the Corporation.	GM
40	Animal barriers on highways	Original source of power is the Corporation.	GM
41	Prohibition of traffic likely to cause damage to highways	Original source of power is the Corporation.	GM
42	Closure of dangerous highways	Original source of power is the Corporation.	GM
44	Protection of bridges from excessive loading	Original source of power is the Corporation.	GM
44	Protection of bridges from excessive loading	Original source of power is the Corporation.	GM
45(4)	Removal and disposal of abandoned articles	Original source of power is the Corporation.	GM

45(5) (6)(7) (8)(9) (10)(12)	Removal and disposal of abandoned articles		GM
46(2)	Permission to carry out various works in relation to highways	Original source of power is the Corporation.	GM
46	Permission to carry out various works in relation to highways	Original source of power is the Corporation. Delegation excludes S. 46(2C)	GM
50	Management of local highways not maintainable by the corporation	Original source of power is the Corporation.	GM
51	Making good of back roads, lanes, &c., at frontagers' expense	Original source of power is the Corporation.	GM
52	Projections on to highways, &c.	Original source of power is the Corporation.	GM
53	Low-lying land near highways	Original source of power is the Corporation.	GM
54	Names of highways, &c.	Original source of power is the Corporation.	GM
55	Numbering of buildings, &c.	Original source of power is the Corporation.	GM
59	Development of land in connection with highway improvements	Original source of power is the Corporation.	GM
60 (3)	Restrictive covenants for benefit of highway	Original source of power is the Corporation.	GM
62	Special provisions as to acquisition for widening or other alteration	Original source of power is the Corporation.	GM
63	Letting of highways not presently used	Original source of power is the Corporation.	GM

66	Proof that street is subject to Part V	Original source of power is the Corporation.	GM
67 (2)	Street works in streets not previously made up	Original source of power is the Corporation.	GM
68	Scheme of street construction	Original source of power is the Corporation.	GM
71	Notice of preparation of scheme	Original source of power is the Corporation.	GM
72	Objection by owners	Original source of power is the Corporation.	GM
74	Execution of scheme	Original source of power is the Corporation.	GM
76	Payments by frontagers	Original source of power is the Corporation.	GM
77	State contribution	Original source of power is the Corporation.	GM
79	Urgent works	Original source of power is the Corporation.	GM
81	Record of charges	Original source of power is the Corporation.	GM
95	Establishment of controlled parking	Original source of power is the Corporation.	GM
96	Hours of operation of controlled parking	Original source of power is the Corporation.	GM
99	Power to close off parking spaces	Delegation given by Council to Authorised Officer: S99(7) allows GM to issue authorisations; Council delegation also covers this.	GM
100(1A)	Infringement notices	Original source of power is the Council Clerk (GM).	GM
102	Removal of vehicles in certain cases from parking spaces	Original source of power is the Prescribed Authority - defined 102(2)	GM
104	Permits for use of parking spaces without operation of meters or use of parking vouchers	Delegation given by Council to Authorised Officer. Original source of power is the Corporation.	GM



		S.104(2) must be in accordance with Annual Schedule of Fees and Charges	
109	Lighting of certain State highways: Contributions by corporations to lighting of certain State highways	Original source of power is the Corporation.	GM
110	Powers and duties of corporations in relation to State highways	Original source of power is the Corporation.	GM
112	Liability of corporation to maintain road works carried out by the Crown		GM
114	Right of private persons opening new streets to obtain contributions	Original source of power is the Corporation. Delegation excludes S114(8)	GM
119	Determination of compensation	Original source of power is the Corporation.	GM

### Local Government Act 1993

This delegations register does not address the keeping and use of the common seal or the execution of documents - see s.19.

### DELEGATIONS & AUTHORISATIONS

- . A Council, in writing, may delegate with or without conditions to the General Manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- . The General Manager, in writing, may delegate to an employee of the Council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the Council which the Council authorised the General Manager to delegate: s.64 Local Government Act 1993.
- . If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office

or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.

- If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
19	Corporation of Councils	<p>Delegation from Council to General Manager.</p> <hr/> <p>(3) The common seal is to be kept and used as authorized by the Council.</p> <p>(5) The execution of a document sealed by a Council is to be attested by such persons as the Council determines.</p>	GM
22	All of Council's powers and functions under sections 76,77,126,127,128,133 and 135 of the Local Government Act 1993	<p>Delegation from Council to General Manager. Subject to the rates and charges policies and procedures. Not to be subdelegated. See S.22.</p> <hr/> <p>S.76 - To write off only those debts of an amount less than \$500.00; and to maintain a record of all debts</p>	GM

		<p>written off whether approved by the Council or approved under this delegation. Council authorisation is given for the General Manager to delegate this power to the Director Organisational Services.</p> <p>S.126 / S.127 - To grant a postponement of rates for a specified period; and to revoke such postponement. To comply with the provisions of the Local Government Act 1993 relating to the postponement of payment of rates and any revocation. To comply with any policies and procedures of the Council relating to the postponement of the payment of rates and any revocation. Council authorisation is given for the General Manager to delegate this power to the Director Organisational Services and other employees, approved by the General Manager, who are required from time to time to administer rate collections and payments.</p> <p>S.133 / S.135 / S.137 - To recover rates due to the Council in a court of competent jurisdiction; by rents under leases; by sale of land; or by ministerial order where there are no reasonable prospects of selling the land. To comply with the provisions of the Local Government Act 1993 relating to the recovery of rates. To comply with any policies and procedures of the Council relating to the recovery of rates. Council authorisation is given by the General Manager to delegate this power to the Director Organisational Services and other employees approved by the General Manager who are responsible for rating and accounting functions.</p>	
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22	All of Council's powers and functions under sections 74, 75, 81, 175, 176, 185, 189, 197, 200, 201, 205, 207, 209 and 252 of the Local Government Act 1993	<p>Delegation from Council to General Manager.</p> <hr/> <p>To manage the affairs of the Council in accordance with the Tasmanian Local Government Act 1993 in relation to:</p> <p>S. 74 - Expenditure  S. 75 - Investments  S. 81 - Authorised deposit-taking institution accounts  S. 175 - Purchase or lease of land - purchase of land requires Council approval prior to entering into a Contract  S. 176 - Acquisition of land  S. 185 - Fences, land repairs and trees - compliance with notice  S. 189 - Closure of local highways  S. 197 - Sale or destruction of unclaimed animals  S. 200 - Abatement notices  S. 201 - Abatement of nuisance  S. 205 - Fees and Charges  S. 207 - Remission of fees and charges - to be authorised by the Council  S. 209 - Council maps - correction of map  S. 252 - Several owners - proceeding against.</p>	GM
64	All of Council's powers and functions under sections 74, 75, 81, 175, 176, 185, 189, 197, 200, 201, 205, 209 and 252 of the Local Government Act 1993, may be delegated	<p>Authorisation from Council to General Manager.</p> <hr/> <p>To manage the affairs of the Council in accordance with the Tasmanian Local Government Act 1993 in relation to:</p> <p>S. 74 - Expenditure</p>	GM

		<p>S. 75 - Investments</p> <p>S. 81 - Authorised deposit-taking institution accounts</p> <p>S. 175 - Purchase or lease of land - purchase of land requires Council approval prior to entering into a Contract</p> <p>S. 176 - Acquisition of land</p> <p>S. 185 - Fences, land repairs and trees - compliance with notice</p> <p>S.189 - Closure of local highways. To issue permits to operate a market. To comply with the provisions of the Local Government Act 1993 relating to the operation of markets. To comply with any policies of the Council relating to operation of markets. To comply with the provisions of the Council's planning instruments.</p> <p>S. 197 - Sale or destruction of unclaimed animals</p> <p>S.200 / S.201 - To deal with nuisances. To comply with the provisions of the Local Government Act 1993 relating to nuisances. To comply with any policies and procedures of the Council relating to nuisances. To report to the Council on a regular basis of any abatement notices served. Council authorisation is given for the General Manager to delegate this power to employees of the Council, approved by the General Manager, who are required to deal with nuisances.</p> <p>S. 205 - Fees and Charges</p> <p>S. 209 - Council maps - correction of map</p>	
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		S. 252 - Several owners - proceeding against	
82(6)	Estimates	<p>Authorisation (which must be by absolute majority) from Council to General Manager. So long as the total amount of the estimate is not altered.</p> <hr/> <p>To comply with the provisions of the Local Government Act 1993 relating to estimates.</p> <p>To make adjustments only up to an amount less than \$20,000 as provided by Section 82(6) of the Local Government Act 1993.</p>	GM
113	Declaration of land as urban farm land		GM
124	Instalment Payments	<p>(1) A Council may permit a ratepayer to pay rates by instalments instead of by one payment.</p> <p>(2) A Council may decide that any rates are payable by all ratepayers by instalments.</p> <p>(3) A Council may decide that rates are not payable by instalments by some ratepayers if the total amount of rates payable is equal to, or less than, the prescribed amount.</p> <p>(4) The Council is to determine the dates by which instalments are to be paid.</p> <p>(5) If a ratepayer fails to pay any instalment within 21 days of the date on which the rates are due, the Council may require the ratepayer to pay the full amount owing for the financial year.</p>	GM

175	Purchase or lease of land	<p>Delegation given to the General Manager. Restricted to leasing of land to Council and for a maximum of three years; and does not include purchase of land.</p> <hr/> <p>To comply with the provision of the Local Government Act 1993 relating to the purchase or lease of property. To comply with the annual Plan and Estimates relating to the purchase or lease of property. To comply with any policies of the Council relating to the purchase or lease of property. (Note: This delegation does not include the approval for and the method of, the purchase of land.)</p>	GM
176	Acquisition of land	<p>Delegation given to the General Manager. Restricted to the delegated provisions of S.37(d) (e) (ea) of the Local Government (General) Regulations 2005</p> <hr/> <p>To comply with the provision of the Local Government Act 1993 relating to the acquisition of property. To comply with the annual Plan and Estimates relating to the acquisition of property. To comply with any policies of the Council relating to the acquisition of property. (Note: This delegation does not include the approval for and the method of, the acquisition of land.)</p>	GM

177	Sale and disposal of land	A Council may sell, lease, donate, exchange or otherwise dispose of land owned by it, other than public land, in accordance with this section.	GM
189	Closure of local highways (markets)	<p>Delegation given to the General Manager.</p> <hr/> <p>To comply with Section 189 of the Local Government Act 1993.</p>	GM
193	Establishment of pounds	Delegation given to General Manager.	GM
194	Impounding of animals	<p>Delegation given to General Manager.</p> <hr/> <p>To impound any animal found straying or at large on any highway or; on any land owned by, or under control of, the Council.</p> <p>To comply with Section 194 of the Local Government Act 1993.</p>	GM
195	Notice of impounding	<p>Delegation given to the General Manager.</p> <hr/> <p>To comply with Section 195 of the Local Government Act 1993.</p>	GM
196	Fees, costs and charges	<p>Delegation given to the General Manager.</p> <hr/> <p>The General Manager by notice in writing is to notify the owner of an impounded animal of the fees, costs</p>	GM



		and charges payable in respect of the impounding, maintenance and treatment of the animal.  To comply with Section 196 of the Local Government Act 1993.	
197	Sale or destruction of unclaimed animals	Delegation given to the General Manager. <hr/> A Council may sell, giveaway free of charge or destroy any impounded animal in accordance with Section 197 of the Local Government Act 1993.	GM
198	Destruction of animals	Delegation given to the General Manager. <hr/> The General Manager may arrange for an impounded animal to be destroyed if in accordance with Section 198 of the Local Government Act 1993.	GM
200	Abatement notices	Delegation given to the General Manager. <hr/> If a nuisance exists a notice must be served in accordance with Section 200 of the Local Government Act 1993.	GM
207	Remission of fees and charges	Delegation given to the General Manager. Limited to \$500	GM
240	Appearances in court	Delegation given to the General Manager. <hr/>	GM

		On behalf of the Council institute and carry on any proceedings which the Council may institute and carry on under the Local Government Act 1993 or any other Act.	
337	Council land information certificate		GM

### Monetary Penalties Enforcement Act 2005

This register is maintained in compliance with section 22 of the Local Government Act 1993 (Tas).

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
17 (2)	Authority to approve or refuse an application		GM
18(1)	Referral to Director of Monetary Penalties Enforcement Service The Council may refer an infringement notice served by it to the Director for enforcement		GM
21	Referral for matter to be heard in court		GM
23	Withdrawal of infringement notice The Council may withdraw an infringement notice served by it.  The Council is required to advise the offender in writing and advise the Director MPES if the notice was referred to MPES		GM
28(1)	Receive application for variation of payment conditions A person served with an infringement notice may apply to the Council for a variation of payment conditions		GM

39(1)	Council may issue proceedings if alleged offender elects hearing If an alleged offender elects to have offences heard and determined by a court the Council may commence proceedings		GM
40(3)	Council may consent to setting aside of conviction The Council may consent to an application by a person convicted to the setting aside of that conviction		GM
40(5(c))	Authority to commence proceedings		GM

## Public Health Act 1997

### APPOINTMENTS

- The following appointments must be made to particular persons (not to a the holder of a particular office or position by reference to the title of the office or position concerned) and once those appointments are made, they will have the corresponding powers and functions pursuant to the Public Health Act: Medical officers of health - persons who are medical practitioners, appointed by the General Manager or the Director pursuant to s.11 Environmental health officers - persons with approved qualifications, appointed by the General Manager or the Director pursuant to s.11
- Once appointed, the medical officers of health and environmental health officers will also have the powers and functions corresponding to the following positions: Authorised officer means ... ( b) a medical officer of health or ( c) an environmental health officer (s.3) Health officer means (a) an environmental health officer or ( b) a medical officer of health (s.3) Nominated officer means ...(b) a health officer;... (s.3)
- There is no requirement for a certificate to be issued to a medical officer of health or an environmental health officer. However, note s.31 which requires Council to issue a certificate authority to an authorised officer or a nominated officer authorised under section 30A.

### DELEGATIONS & AUTHORISATIONS

- . A Council, in writing, may delegate with or without conditions to the General Manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- . The General Manager, in writing, may delegate to an employee of the Council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the Council which the Council authorised the General Manager to delegate: s.64 Local Government Act 1993.
- . If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.
- . If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- . A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

<b>Provision</b>	<b>Item Delegated / Authorisation</b>	<b>Conditions and Limitations</b>	<b>Delegate / Authorised Officer</b>
Sec 22 LGA	All of Council's powers and functions contained in the Public Health Act 1997	Delegation given by Council to General Manager. Except s.185(1)	GM

Sec 64 LGA	All of Council's powers and functions contained in the Public Health Act 1997, may be delegated	Authorisation given by Council to General Manager. Except s.185(1)	GM
Sec 11 (1) (2)	Appointment of officers		GM
Sec 32 (1) (2)	Production of records		GM
Sec 33 (a) (b)	Production of things		GM
Sec 34 (a) (b)	Production of licence		GM
Sec 35	Photographs, sketches, measurements and recordings		GM
Sec 36 (1) (2)	Information requirements		GM
Sec 57	Council's immunisation programs		GM
Sec 77 (1) (3)	Grant or refusal of licence		GM
Sec 78	Issue of licence		GM
Sec 81	Renewal of licence		GM

Sec 82	Variation of licence		GM
Sec 83	Cancellation of licence		GM
Sec 84 (2)	Overcrowding		GM
Sec 87	Closure order		GM
Sec 88	Service of closure order		GM
Sec 89	Revocation of closure order		GM
Sec 92 (1) (4) (6)	Rectification notice		GM
Sec 97	Grant or refusal of registration of premises		GM
Sec 98	Issue of certificate of registration of premises		GM
Sec 101	Renewal of registration of premises		GM
Sec 102	Variation of registration of premises		GM
Sec 103	Cancellation of registration of premises		GM
Sec 106	Grant or refusal of licence		GM
Sec 107	Issue of licence		GM

Sec 110	Renewal of licence		GM
Sec 111	Variation of licence		GM
Sec 112	Cancellation of licence		GM
Sec 115	Grant or refusal of registration of regulated system		GM
Sec 116	Issue of certificate of registration		GM
Sec 119 (1) (3)	Notice to comply with direction		GM
Sec 121	Renewal of registration		GM
Sec 122	Variation of registration		GM
Sec 123	Cancellation of registration		GM
Sec 128	Notification of quality of water		GM
Sec 129 (1)	Orders relating to water quality		GM
Sec 130 (1) (3)	Monitoring and review		GM
Sec 131	Samples		GM

Sec 135	Grant or refusal of registration		GM
Sec 136	Issue of certificate of registration		GM
Sec 136 AA	Renewal of Registration		GM
Sec 136B	Variation of registration		GM
Sec 136C	Cancellation of registration		GM
136H	Issue of certificate of registration		GM
136I	Renewal of registration of water carrier		GM
136K	Variation of registration of water carrier		GM
136L	Cancellation of registration of water carrier		GM
Sec 144	Registers kept by Councils		GM
Sec 148 (1)	Requirement for information		GM
Sec 152 (1)	Costs incurred in exercising power		GM
Sec 158 (1)	Proceedings		GM



Sec 169 (1)	Infringement notices		GM
Sec 190 (1) (3) (4)	Sale or disposal of forfeited things		GM
Sec 191 (3)	Return of and access to seized things		GM
Sec 192 (1)	Sale or disposal of seized things		GM

#### **Public Interest Disclosures Act 2002**

<b>Provision</b>	<b>Item Delegated / Authorisation</b>	<b>Conditions and Limitations</b>	<b>Delegate / Authorised Officer</b>
	All of Council's powers and functions contained in the Public Interest Disclosures Act 2002, including any regulation made under this Act to the General Manager with no restrictions		GM

#### **Resource Management and Planning Appeals Tribunal Act 1993**

<b>Provision</b>	<b>Item Delegated / Authorisation</b>	<b>Conditions and Limitations</b>	<b>Delegate / Authorised Officer</b>

	Delegate its powers under S13(6), S.15, S16A, S17 and S.20(3)		GM
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## Right to Information Act 2009

### DECISIONS

S.21 Decision to be made on behalf of public authority by authorised person

- (1) A decision in respect of an application for information made to a public authority is to be made by –
- (a) the responsible Minister; or
  - (b) the principal officer of the public authority; or
  - (c) a delegated officer.

### S.5 Interpretation

Delegated Officer means a person specified in an instrument of delegation in accordance with section 24. Principal Officer means ... (c) in relation to a Council, the General Manager of that Council Public authority means ... (c) a Council...or ... (h) a Council-owned company; ... Council owned company means a company incorporated under the Corporations Act that is controlled by one or more Councils or another company that is so controlled

### DELEGATIONS & AUTHORISATIONS

A Council, in writing, may delegate with or without conditions to the General Manager, any of its functions or powers under any Act:  
s.22 Local Government Act 1993 (subject to restrictions).

S.24 Principal officer or Minister may delegate his or her functions

- (1) The principal officer of a public authority or a Minister may by instrument in writing delegate to a person specified in the instrument the performance or exercise of such of his or her functions or powers under this Act (other than this power of delegation) as are specified in the instrument, and may, by instrument in writing, revoke wholly or in part any such delegation.
- (2) A delegation may be for a period not exceeding 3 years.
- (3) The principal officer of a public authority or a Minister must not delegate to a person the performance or exercise of his or her functions or powers under this Act unless the principal officer or Minister is satisfied that the person has the skills and knowledge necessary to perform or exercise those functions or powers.
- (4) Notwithstanding any delegation under this section, the principal officer of a public authority or a Minister may continue to perform or exercise all or any of the functions or powers delegated.
- (5) Any act or thing done by or to a delegate while acting in the exercise of a delegation under this section has the same force and effect as if the act or thing had been done by or to the principal officer of a public authority or a Minister and is taken to have been done by or to the principal officer or Minister.

NB: this Act addresses the power to delegate in detail and therefore the general provisions of the Acts Interpretation Act 1931 will not apply.

#### APPOINTMENT

S.23(2) The principal officer of a public authority may appoint an officer to assist him or her with the functions specified in s.23(1).

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
22 LGA	Functions and powers of Council as a public authority under the Right to Information Act 2009	Delegation given by Council to General Manager.	GM

10	Electronic information	Original source of authority is Public Authority. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years	GM
12	Information to be provided apart from Act.	Original source of authority is Public Authority. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years	GM
13 (5) (6) (7) (8)	Application for assessed disclosure of information	Original source of authority is Public Authority. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years	GM
14 (1)	Transfer of applications	Original source of authority is Public Authority. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years	GM
15	Time within which applications for assessed disclosure of information are to be decided	Original source of authority is Public Authority. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM
16	Charges for information	Original source of authority is Public Authority. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM
17	Deferment of provision of information	Original source of authority is Public Authority. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM
18	Provision of information	Original source of authority is Public Authority. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM

19	Requests may be refused if resources unreasonably diverted	Original source of authority is Public Authority. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM
20	Repeat or vexatious applications may be refused	Original source of authority is Public Authority. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM
21 (1)	Decision to be made by authorised person	Original source of authority is Principal Officer (GM). Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM
21 (2)	Must act impartially in making decision	Original source of authority is Public Authority, Principal Officer (GM) and Delegated Officer. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM
22	Reasons to be given	Original source of authority is Public Authority. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM
23	Other responsibilities of principal officer	Original source of authority is Public Authority. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM
33	Public Interest Test	Original source of authority is Principal Officer (GM). Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM
36 (2)	Personal information of person	Original source of authority is Principal Officer (GM). Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM

36 (3) (5)	Personal information of person	Original source of authority is Public Authority. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM
37 (2)	Information relating to business affairs of third party	Original source of authority is Principal Officer (GM). Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM
37 (3) (5)	Information relating to business affairs of third party	Original source of authority is Public Authority. Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM
43 (4) (5)	Internal review	Original source of authority is Principal Officer (GM). Can be delegated by General Manager. A delegation may be for a period not exceeding 3 years.	GM

## Roads and Jetties Act 1935

### DELEGATIONS & AUTHORISATIONS

- . A Council, in writing, may delegate with or without conditions to the General Manager, any of its functions or powers under any Act: s.22 Local Government Act 1993 (subject to restrictions).
- . The General Manager, in writing, may delegate to an employee of the Council (a) any functions or powers under any Act, other than this power of delegation; and (b) any functions or powers delegated by the Council which the Council authorised the General Manager to delegate: s.64 Local Government Act 1993.
- . If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.

- If a function or power is delegated to a particular officer or the holder of a particular office or position (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned: s.23AA(5) of the Acts Interpretation Act 1931.
- A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator: s.23AA(6) of the Acts Interpretation Act 1931.

<b>Provision</b>	<b>Item Delegated / Authorisation</b>	<b>Conditions and Limitations</b>	<b>Delegate / Authorised Officer</b>
Sec 22 LGA	All of Council's powers and functions contained in the Roads and Jetties Act 1954	Delegation given by Council to General Manager.	GM
Sec 64 LGA	All of Council's powers and functions contained in the Roads and Jetties Act 1954, may be delegated	Authorisation given by Council to General Manager.	GM
Sec 64 LGA	All of Council's powers and functions contained in the Roads and Jetties Act 1954, may be delegated	Authorisation given by Council to General Manager.	GM
11	Maintenance of State highways, &c. in cities, &c.		GM
28	Acquisition of land for quarry, &c.		GM
29	Intention to acquire land may be abandoned if compensation excessive		GM
32	Entry by Council upon land and staking out of same		GM
33	Rental of land		GM
34	Use of uncultivated land for temporary road		GM

35	Taking of timber, &c., from land		GM
36	Quarries, &c. to be fenced and filled up or otherwise secured		GM
37	Fences to be restored		GM
38	Deviations to be fenced		GM
39	Entry upon adjoining lands for road maintenance or reconstruction		GM
40	Power to make drains on adjoining lands		GM
41	Timber growing near roads may be cut down: Consent of owner required in certain cases		GM
42	Hedges, &c., obstructing view of traffic to be cut or trimmed		GM
44	Culverts to be constructed by owners at entrances to lands adjoining roads		GM
45	Power of Minister in certain cases to erect gates across roads		GM
46	Damage caused by overweight vehicles		GM
47	Road metal, &c., may be placed on side of road		GM
47A	Warning gantries for bridges with overhead members		GM
48	Power of road authority, with the consent of the Governor, to permit tramway or railway along or across road		GM



48A	Removal and disposal of abandoned articles		GM
49	Obstructing roads: Notice to remove obstructions		GM
50B	Excavations		GM
51	Laying down timber, &c., on roads		GM

## Strata Titles Act 1998

This register is maintained in compliance with section 22 of the Local Government Act 1993 (Tas).

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
6 (1A)	Lodgment of plan for registration plan must be endorsed with a certificate of approval issued by the council for the area in which the site is situated.		GM
12 (2) (b)	Disposal of interest in common property council's approval is required by law, a certificate issued under the authority of the council certifying that the transaction has been approved by the council		GM
14 (2) (ab)	Authority to issue certificate for easements, covenants and profits a prendre		GM
19 (2) (b) (ii)	Authority to issue certificate of approval for amendment		GM
23 (2) (d)	Authority to issue certificate of two or more strata plans in which the scheme is situated		GM
27 (2) (d)	Authority to approve and certify the cancelation of strata plan		GM

30	To issue certificate of approval for strata plan; amendment to plan; consolidation of plans; cancellation of plans		GM
31 (AA)	Authority to refuse application for staged development scheme		GM
31(3)	Issuing a certificate of approval for a strata plan  The Council may issue a certificate of approval for a strata plan after satisfying itself of certain matters		GM
31(4)	Council must return documents  The Council must return sketches, plans and models if it refuses to issue a certificate of approval		GM
31(6)	Council must refuse to issue certificate of approval The Council must refuse to issue a certificate of approval if it considers the proposal is actually a subdivision		GM
36(1)	Developer can apply to Council for in principle approval A developer can apply to Council for in principle approval for a staged development scheme		GM
37(1)(a)	Council can require changes Before giving in principle approval for a staged development scheme Council can require specified changes to the scheme	Report to be submitted to Council for decision.	GM
37(1)(b)	Council can require demolition or alteration Before giving in principle approval for a staged		GM

	development scheme Council can require the demolition or alteration of buildings on the site	Report to be submitted to Council for decision.	
37(2)(a)	Council can approve staged development scheme unconditionally		GM
37(2)(b)	Council can approve the staged development scheme subject to specified conditions		GM
37(2)(c)	Council can refuse to approve the staged development scheme	Report to be submitted to Council for decision.	GM
37(4)	Council to issue certificate of approval If Council approves the proposed staged development scheme it must issue a certificate of approval		GM
38	Lodgment of staged development scheme		GM
41(2)	Council can refuse to approve stage The Council may refuse to approve a particular stage of a staged development scheme in certain circumstances	Report to be submitted to Council for decision.	GM
42(2)	Council to receive application for variation of staged development scheme A developer applies to the Council in the first instance to vary a staged development scheme. The application must include the consent of all present and prospective owners of lots		GM
42(5)	Council may dispense with consent of owners		GM

	The Council may dispense with the consent of a present or prospective owners of lots in the staged development scheme in relation to a proposed variation if satisfied of certain matters		
42(6)	Council may approve or refuse application for variation  The Council may approve unconditionally, subject to specified conditions or refuse an application to vary a variation to a staged development scheme	Report to be submitted to Council for decision.	GM
43 (2) (b)	Authority to approve a variation		GM
45	Council may apply for an injunction  Council (as an "interested person" under the Act) can apply for a mandatory injunction requiring the developer of a staged development scheme to complete the scheme	Report to be submitted to Council for decision.	GM
54(1)(a)	Council can require changes  Before giving in principle approval for a community development scheme Council can require specified changes to the scheme	Report to be submitted to Council for decision.	GM
54(1)(b)	Council can require demolition or alteration  Before giving in principle approval for a community development scheme Council can require the demolition or alteration of buildings on the site	Report to be submitted to Council for decision.	GM
54(2)(a)	Council can approve community development scheme unconditionally		GM

54(2)(b)	Council can approve the staged development scheme subject to specified conditions		GM
54(2)(c)	Council can refuse to approve the community development scheme	Report to be submitted to Council for decision.	GM
54(4)	Council to issue certificate of approval If Council approves the proposed community development scheme it must issue a certificate of approval		GM
57(2)	Council can refuse to approve stage The Council may refuse to approve a particular stage of a community development scheme in certain circumstances	Report to be submitted to Council for decision.	GM
58(2)	Council to receive application for variation of community development scheme A developer applies to the Council in the first instance to vary a community development scheme. The application must include the consent of all present and prospective owners of lots		GM
58(5)	Council may dispense with consent of owners. The Council may dispense with the consent of a present or prospective owners of lots in the community development scheme in relation to a proposed variation if satisfied of certain matters		GM

58(6)	<p>Council may approve or refuse application for variation.</p> <p>The Council may approve unconditionally, subject to specified conditions or refuse an application to vary a variation to a community development scheme</p>	<p>Director Community Services and Land Use Planning Group Leader may approve application for variation.</p> <p>The Council may refuse application for variation.</p> <p>The Council may approve unconditionally, subject to specified conditions or refuse an application to vary a variation to a community development scheme</p>	GM
59	To issue certificate of approval of granted variation		GM
61	<p>Council may apply for an injunction</p> <p>Council (as an "interested person" under the Act) can apply for a mandatory injunction requiring the developer of a community development scheme to complete the scheme</p>	<p>Report to be submitted to Council for decision.</p>	GM
65(a)	<p>Council to receive undertaking on acquisition of land in scheme</p> <p>A person who is to acquire title in a registered community development scheme must give a written undertaking to develop the land in accordance with the scheme to the Council</p>		GM
65(b)(ii)	<p>Council may require security on acquisition of land in scheme</p> <p>A person who is to acquire title in a registered community development scheme must give Council</p>		GM

	any security required by Council after notifying Council of the transaction		
142(2)(b)	Council can apply to have the Recorder of Titles Council can apply to the Recorder to have a register of title cancelled or corrected.		GM

#### Survey Coordination Act 1944

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
	Delegate its powers under S.5 and S.20E(2)		GM

#### Tasmania Weed Management Act 1999

This register is maintained in compliance with section 22 of the Local Government Act 1993 (Tas)

Provision	Item Delegated / Authorisation	Conditions and Limitations	Delegate / Authorised Officer
34(3)	Appoint Inspector The Council, with the approval of the Secretary, may appoint any person as an inspector for the purpose of the Act		GM
66(a)	"Receive payments on infringement notices The Council can receive payments in respect of an infringement notice if the notice was served by an inspector appointed by the Council "		GM





I acknowledge as a Councillor of the Central Coast Council, that the General Manager be delegated the authorities as pertained within this report and to manage the affairs of the Council in accordance with a current Employment Agreement.

Name (print) \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

I acknowledge as a Councillor of the Central Coast Council, that the General Manager be delegated the authorities as pertained within this report and to manage the affairs of the Council in accordance with a current Employment Agreement.

Name (print) \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

I acknowledge that I have received, read and accept the attached delegation of authority.

Name (print) \_\_\_\_\_

Signature \_\_\_\_\_

**Provisions for General Manager**

Date \_\_\_\_\_

Minute Ref No.: \_\_\_\_\_

# Customer Service Charter

March 2018



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

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## 1 PURPOSE

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

## 2 GENERAL PRINCIPLES

### 2.1 Honesty and Integrity

- (a) We will treat you with respect and be courteous at all times;
- (b) We will be open, honest and genuine in all of our interactions with you; and
- (c) We will be consistent and impartial in administering our statutory and regulatory functions.
- (d) We will do what we say we'll do

### 2.2 Professionalism

- (a) We will always be polite, listen to your enquiry and respond in an objective and timely manner;
- (b) We will endeavour to correct things promptly when they have gone wrong;
- (c) We will provide you with relevant information and explore other options where available; and
- (d) Enquiries will be responded to within the timeframes set out in Section 6 of this document.

### 2.3 Privacy

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

### 3 CONTACT THE COUNCIL

#### 3.1 In Person

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

#### 3.2 By Phone

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

#### 3.3 By Electronic communication

[admin@centralcoast.tas.gov.au](mailto:admin@centralcoast.tas.gov.au)

[Central Coast Council website](http://www.centralcoast.tas.gov.au/) – <http://www.centralcoast.tas.gov.au/>

#### 3.4 In Writing

You may write to:

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

#### 3.5 Service Request

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

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

- (a) Complete an online Service Request on the Council's website: [Online Service Request](#);

- (b) Complete a Service Request form, these forms are available from the Administration or Service Centres; or
- (c) Telephone (03) 6429 8900.

### **3.6 What Council expects in order to help you**

We expect that our customers treat Council staff, Councillors and other customers/community members with respect and courtesy. We ask that when requested you make every effort to provide accurate information and work with us to solve problems. The Council does not accept anti-social behaviour, this includes: offensive/abusive language, and/or harassing and threatening behaviours.

Should you be abusive by way of threatening behaviour or abusive and vulgar language, the Council will terminate communication with you. If face to face, then we may walk away. If on a telephone, we will terminate the call. If in email, your address may be blocked.

If a staff member feels threatened by your inappropriate behaviour, the Council may notify the Police.

Should unacceptable behaviours towards the Council continue, or, you are unable to accept that the Council has done all it can to help, the General Manager may limit or cease contact with you. A decision of this nature will be communicated in writing.

## **4 COMPLAINTS**

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

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

To make an official complaint, please write or call the Council and have the following details available, if relevant:

- (a) Your full name, address and telephone number;
- (b) Sufficient details for the complaint to be actioned, including:
  - (i) Location and time of event – what happened;

- (ii) Copies or references to letters or documents relevant to the complaint; and
- (c) anonymous complaints may be accepted where there is a potential risk to persons or property.

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

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

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

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

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

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

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

## 5 LEGISLATION AND INTERNAL DOCUMENTS

Related legislation and internal documents include:

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



## **6 SERVICE STANDARDS**

### **6.1 Contact by telephone**

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

### **6.2 Contact in writing**

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

### **6.3 Service Requests**

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

### **6.4 Complaints**

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

- (a) We will acknowledge receipt of your complaint in accordance of our services standards;
- (b) If we are unable to resolve your complaint within 10 working days we will contact you to explain why and advise the timeframe in which we will be able to resolve it;
- (c) If you are not satisfied that your complaint has been adequately resolved you can request that a review goes to the General Manager, who will then undertake an investigation of the complaint and make a determination on the matter; and

- (d) We will ensure all of our correspondence includes the name and contact details of the Officer dealing with the matter.

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

# Leven Canyon/Leven Valley Master Plan 2018

Developing the Destination  
*... it's in our nature*

#### ACKNOWLEDGEMENTS:

The development of the Leven Canyon Master Plan 2018 has been facilitated by the Central Coast Council. The process brought together representatives from the community, natural resource management, local business and the Council.

#### LEVEN CANYON REVIEW WORKING GROUP:

Amarlie Crowden	Kaydale Lodge Gardens
Anne-Maree Smith	Parks & Wildlife Service
Ben Hill	Parks & Wildlife Service
Chris Fletcher	Cradle Coast Mountain Bike Park
Gena Cantwell	Wings Wildlife Park
Geoff Deer	Gunns Plains Caves
Greg Osborne	Central Coast Council, Asset & Facilities Group Leader
Greig Clarke	Friends of the Cradle Trail
Jan Hammersley	Central Coast Walk & Chat Group
Mike Dontschuk	Leven Valley Vineyard
Sonya Mitos	Gunns Plains General Store

#### STAFF RESPONSIBLE FOR THIS PLAN:

Heidi Willard	Central Coast Council, Strategy & Policy Officer
---------------	---

APPROVED BY:

Sandra Ayton

POSITION:

Central Coast Council  
General Manager

SIGNED:

.....

DATE:



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## INTRODUCTION

The Central Coast Council (the Council) needs a proactive planning framework to guide strategic decision making, sustainable development and use of the Leven Valley/Leven Canyon area, also referred to as, the destination. Strategies and initiatives were mapped by a Working Group as part of the Leven Canyon Review (the Review). The Review considered the values, pressures/challenges and opportunities for the Leven Valley and Leven Canyon in a balanced and place-based approach that integrated perspectives of residents and key stakeholders. The Review's collective and whole-of-place approach enabled opportunities to be explored and helped to ensure the Master Plan identified appropriate strategic directions and potential initiatives to guide future developments.

According to the consultation carried out through the Leven Canyon Interpretation Plan 2007-2010 (Housego, 2006) 'Communicating the Call of the Canyon', the Leven Canyon is "a wild, dramatic and natural oasis among local farmland and settlement". This is the point of difference, or unique selling point, and what sets it apart from other attractions in the minds of potential visitors at the Canyon.

Sustainable tourism may be regarded as basically the application of the sustainable development idea into the tourism sector. That is, Tourism development that meets the needs of the present without

compromising the ability of future generations to meet their own needs. It can also be defined as tourism that wisely uses and conserves resources, such as the Leven Canyon, in order to maintain their long-term viability.

In line with these definitions of sustainable tourism, reviewing the 2006 Leven Canyon Master Plan seeks to provide social, economic and environmental benefits for Central Coast. Social benefits include building a source of community pride in the Leven Valley/Leven Canyon and increased recreational opportunities for locals and visitors alike. Enhanced visitor experiences and awareness of the Leven Valley as a tourism destination can provide economic benefits to the local community, flowing on to the broader Central Coast area in the form of increased tourism-related cash receipts and employment opportunities. Environmental benefits can be achieved through effective Leven Canyon/Leven Valley Canyon management.

The Leven Valley currently plays a vital role in the 'Caves to Canyon' tourism precinct/cluster and a significant role in contributing to Central Coast's visitor economy. The Leven Canyon is important for tourism operators in the Gunns Plains, Nietta and Preston localities. The destination is integral in attracting tourists to Central Coast that has flow-on effects for other businesses in the broader area and region.

## USES

Visitor recreational opportunities and activities/experiences at the Leven Canyon include:

- . Bushwalking (easy to hard levels) -
  - . Cruickshanks Lookout Walk from car park – 25 minutes return
  - . Circuit (1.2km via lookouts) - 45 minutes
  - . Leven Canyon Floor Walk – 30 minutes
- . Picnics and barbeques
- . Open space recreation, i.e. family cricket or football
- . Viewing scenery, geology, flora and fauna
- . Photography
- . Fishing, swimming and kayaking.

## VALUES

Values of the Leven Valley/Leven Canyon include: natural, social (includes cultural and recreational), economic, heritage, visual and educational. These values were the foundation of a review for exploring opportunities and building on (or creating new) initiatives and developments for the destination.

## LEVEN CANYON MASTER PLAN 2006

The Council has developed the Leven Canyon guided by the Leven Canyon Master Plan 2006, which was a staged development. Funding was secured through the Cradle Coast Authority's Sustainable Regions grant. Around \$17,000 was spent updating tracks/toilet and \$50,000 on branding and an interpretation plan. An amount of \$5,000 from Tourism Tasmania (a grant from 2004) was expended on developing visitor interpretations. Funding from the State Government's Tourism Promotion Plan in 2006 (matched by Council contribution) enabled stages two and three of the Master Plan to be developed. This included: track and facility upgrades, implementation of interpretations and development of a second lookout. Around \$0.5m of work was completed at the Leven Canyon by 2011.

## OUTCOMES

The Review and this Master Plan contributes to key outcomes in the Central Coast Strategic Plan 2014-2024, including: socio-economic well-being, economic prosperity and resilience, healthy community and healthy lifestyle, healthy environment, and a sustainable and effective Council.

## SCOPE

The scope of the Review and this Master Plan is to explore and identify new sustainable development initiatives and opportunities for the destination applying whole-of-place thinking.



## SITE DEFINITION

We are applying a broad lens for the Master Plan in a holistic approach that applies ‘whole of place’ thinking for the destination. Key areas of the Master Plan include the Leven Canyon and Preston Falls that are discussed in the below sections. The Master Plan also refers to the Leven Valley, an area colloquially used to describe the destination, which includes Gunns Plains and surrounding areas. Figure 1 depicts the broad Central Coast landscape that could be undertaken in a day-journey by a Central Coast visitor.

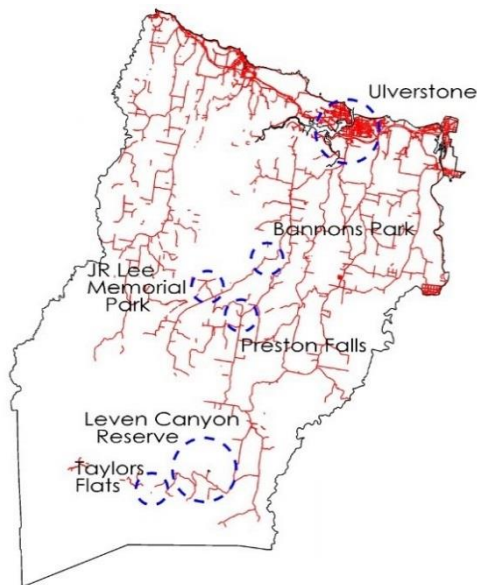


Figure 1: Central Coast Council Local Government Area

## LEVEN CANYON – PICNIC AREA AND WALKING TRACKS

The Leven Canyon is located in the North West of Tasmania, approximately 42 kilometres south of Ulverstone. The 5,000ha parcel of land was declared a Reserve in 2011 and is one of the largest protected areas in Central Coast. The Leven Canyon area is shown in Figure 2, which also depicts the Leven Canyon Floor Walk track. The Council currently leases around 3,000m<sup>2</sup> from Crown Land Services. Lease boundaries and land parcels owned by the Council are defined red and purple in Figure 2.

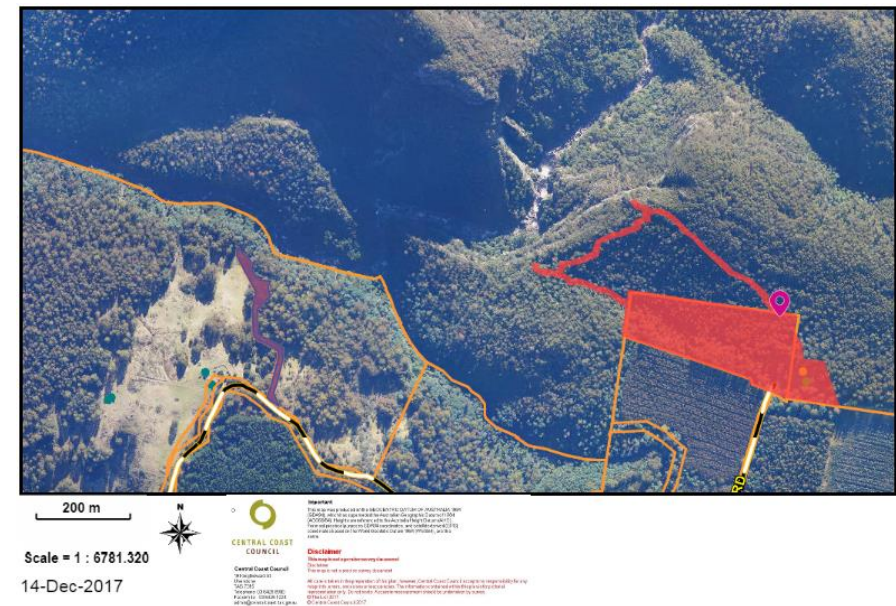


Figure 2: Leven Canyon Reserve Lease Boundaries and Land Ownership



The geoheritage value of the Leven Canyon is significant and the site is biodiverse. The Canyon is a spectacular limestone gulch where the Leven River has gorged its way through the hills, leaving raw limestone cliffs and revealing uplift and geological folding of rocks that is thousands of years old. The vegetation in the Canyon consists of mainly two types of forest; Wet Eucalypt and Dry Sclerophyll. A number of threatened fauna has been identified at the Leven Canyon and surrounding area, including: the Spotted-tail Quoll, Wedge-tail Eagle and Giant Freshwater Crayfish.

The Leven Canyon is popular with bushwalkers and is promoted by Parks and Wildlife Service as one of 60 Great Short Walks in Tasmania. The Leven Canyon features four walking tracks and a large, open barbeque/picnic space. Cruickshanks Lookout Walk ascends to the lookout from the picnic area and offers visitors views 275 metres above the Leven River. The Forest Stairs, featuring 697 stairs, is a linking track and was formerly known as the Link Track. The Forest Stairs were significantly upgraded in Stage 1 of the Leven Canyon Master Plan development (2006). The Fern Walk track (Lower Track) provides access to the Edge Lookout. The section of the Fern Walk track to the lookout was constructed in 2006. The Fern Walk meanders through a forest of large Man Ferns returning visitors to the picnic area.

Amenities and facilities at the Leven Canyon include car parks, picnic tables and seats, barbeques, visitor information, toilets, shelter facilities and visitor interpretation panels. The site is relatively secluded and dense vegetation surrounds the open space picnic area.

The Leven Canyon Floor Walk track entrance is not located in the Reserve but allows visitor access to the base of the Canyon. The

Leven Canyon Floor Walk track is accessed from Loongana Road and traverses downhill to a footbridge within the Reserve and over a section of the river known as the Leven Splits or Hells Gates. Devils Elbow is a ninety-degree bend in the Leven River, located around 30 minutes walk from the footbridge. This site offers spectacular views of river rapids and waterfalls in winter, the Canyon wall and the Canyon lookout.

The Leven Canyon Floor Walk forms part of the Penguin-Cradle Trail. The 80km Penguin-Cradle Trail passes from the Leven Canyon along Brookes Track to the summit of Black Bluff and links the coast at Penguin with Cradle Mountain. The trail has been identified as one of Tasmania's Eight Great Walks.

## PRESTON FALLS

The Council considered developing Upper Preston Falls in 2016. Developments included installation of limited mobility access and a viewing platform at the Upper Preston Falls to take advantage of the 8m plunge waterfall that is set in a rainforest microclimate and features volcanic geology. The site is approximately 70m from Raymond Road and 550m upstream of the Preston Falls, see Figure 2. Investment in visitor related infrastructure at Preston Falls is based on a sound business case that presents substantial community benefit.



Figure 2: Locations of the Three Preston Falls and Property Boundaries

A funding application was made to the Tasmanian Community Infrastructure Fund – Minor Grants. The application was successful, and a consultancy arranged to undertake a study and determine feasibility of improved access developments.

The Top Preston Falls Public Access Tracks and Viewing Platform consultancy report by Tasmanian Consulting Service considered and created designs (as indicated in Figure 3) for the following components:

- (a) Car parking and appropriate signage in compliance with relevant Australian Standards and Local Government Association standard drawings.
- (b) A Grade 1 track (wheelchair compliant) from the car park to the main viewing platform located on the western side of Preston Creek.
- (c) A Grade 2 or 3 track from the western side viewing platform to a viewing platform on the eastern side.
- (d) An alternative Grade 2 track from the car park to the main viewing platform located on the western side of Preston Creek.

Detailed concept plans of the Top Preston Falls public access tracks and viewing platform can be arranged to view by contacting the Council.

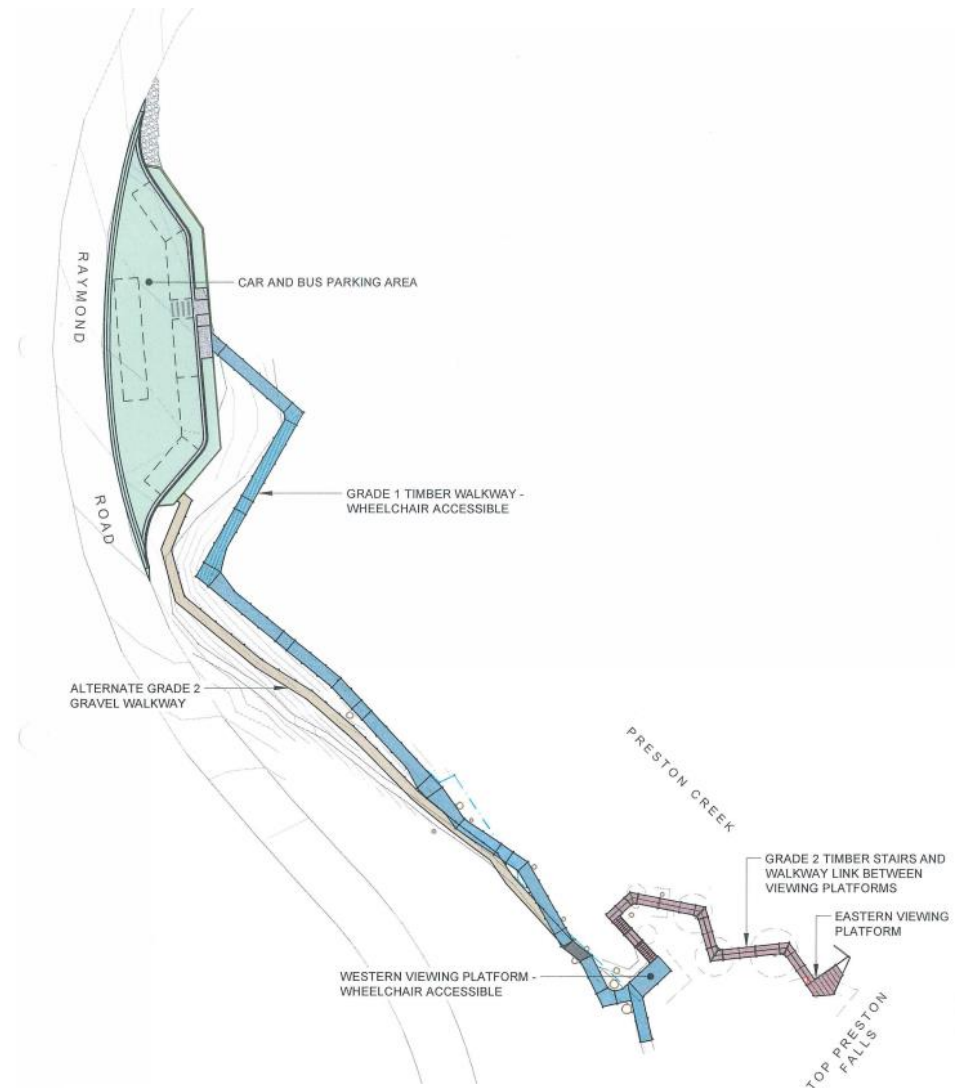


Figure 3: Upper Preston Falls Development Sketch

## APPROACH

The Leven Canyon Review (the Review) adopted a ‘whole-of-place’ thinking providing for a more connected and holistic approach. Working closely with local people to look broadly at issues, needs and opportunities for the destination has created longer term solutions to increasing the area’s tourism potential.

The collective impact co-design/co-production methodology of the Review and this Master Plan is designed to assist the Council to work as equals with local people to plan, deliver, and improve opportunities, support and services that enable people to have a good life and enjoy all the destination has to offer. A number of principles guide the approach:

- . Involve people from the beginning to end of the process;
- . Listen to people and make it safe to speak up;
- . Work on issues that are important to people;
- . Clarify how decisions are made;
- . Use people's skills and experiences in the process of change;
- . Make meetings, materials and venues accessible to people; and
- . Evaluate progress by looking at the actual change.

The collective impact (co-design/co-production) approach adopted aims to:

- . Build reciprocal relationships between the Council, professionals and local people where power is shared;

- . Do with the community, not do to or for the community;
- . Facilitate more than information giving, token involvement, consultation or delegation;
- . Involve and motivate people through decision making and increasing ownership, sharing responsibility and building trust;
- . Achieve better outcomes for individuals, flowing to groups and communities increasing social capital; and
- . Develop a greater range of knowledge and understanding:
  - . Increasing competitiveness; and
  - . Shifting power and control to local people.

## VISION

The vision is a summary of the strategies that underpin the Review and this Master Plan:

### 1 UNIQUE VISITOR EXPERIENCES

Providing a high level of interest and amenity to create safe, functional, memorable and unique places and visitor experiences.

### 2 COHESIVE AND FUNCTIONAL TRAILS

Reinforcing the structures and legibility of Leven Valley/Leven Canyon through safe and clear trail hierarchy that provides cues (including visual) for visitors.

### 3 IDENTIFIABLE PLACES

Building upon the existing assets and strengths to create places for visitors and everyone in the community to gather, explore, celebrate and relax.

### 4 ACCESSIBLE AND CONNECTED PRESTON FALLS

Developing a linked track connecting Upper Preston Falls waterfall attraction with low mobility users that provides disabled-friendly areas and safe visitor amenity.

### 5 BEAUTIFUL AND SUSTAINABLE AREAS

Maintaining the economic, social and environmental role of the Leven Valley/Leven Canyon in the region, while promoting a holistic approach to sustainable development and management.

## GUIDING PRINCIPLES

The following principles will guide the work and approaches of the Council and stakeholders towards achieving positive change for the destination.

### SUSTAINABLE TOURISM DEVELOPMENT

- . Tourism development that meets the needs of the present without compromising the ability of future generations to meet their own needs
- . Conserving and maintaining our scarce resources
- . Exploring new nature-based and adventure tourism visitor experiences.

### COLLABORATION

- . Using a shared vision and purpose
- . Building on existing assets and strengths
- . Aligned and networked efforts.

### MAKING A DIFFERENCE

- . Taking action
- . Positively influence visitor numbers to the area
- . Doing with, not doing for.

### INNOVATION

- . Working together to develop place-based solutions to local needs and opportunities
- . Identifying new and improved ways of working
- . Using the Master Plan to align efforts across the Council's policy and service domains.

### A FOCUS ON THE DESTINATION

- . Developing unique/enhanced visitor experiences
- . Aligning actions with local place values and local identities
- . Showcasing local attractions and businesses
- . Maximising tourism potential for the Leven Valley/Leven Canyon.



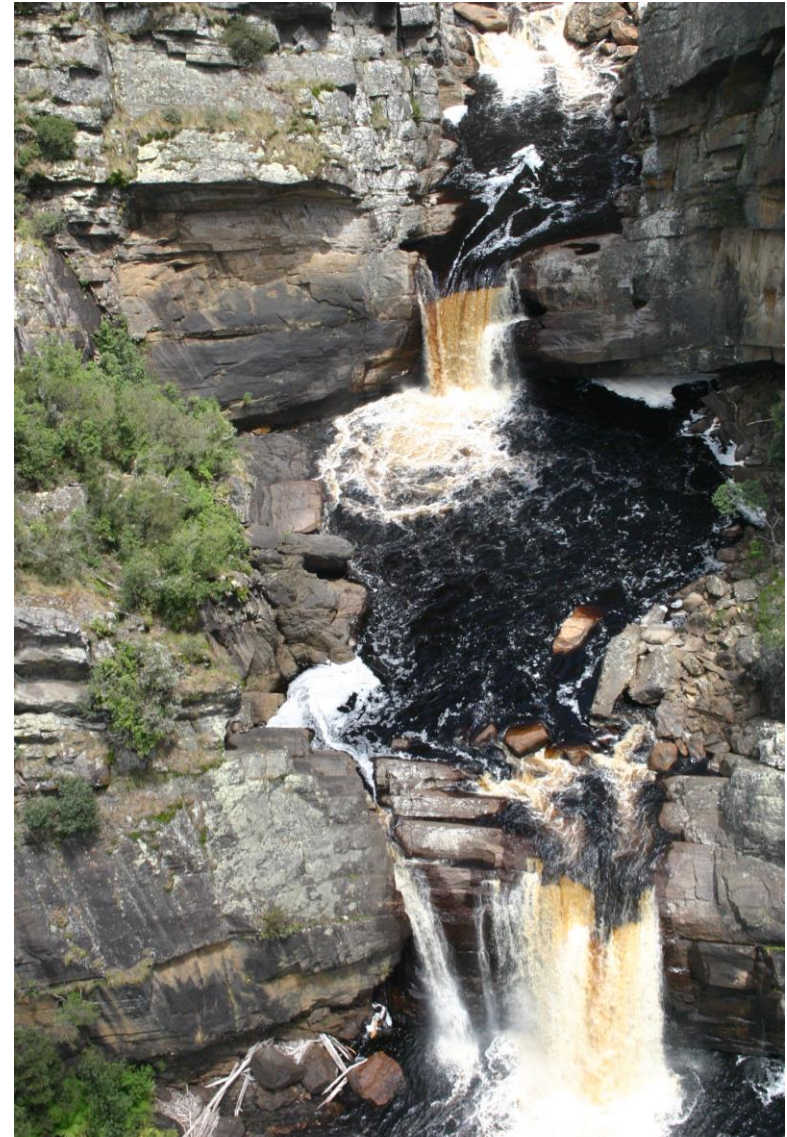
## STRATEGIES AND INITIATIVES

Located around 45 minutes drive from Ulverstone, the nature-based/adventure attractions at the destination are relatively easily accessible. The precinct has a cluster of tourism attractions including Gunns Plains Caves, Wings Wildlife Park, Kaydale Lodge Gardens, Leven Valley Vineyard, Preston Falls, Delaneys Falls, Upper Preston Falls and the Leven Canyon.

The destination offers rich, nature-based/ adventure visitor experiences that significantly contribute to the visitor economy in the area flowing onto the broader Central Coast. A Feasibility Study for developments at Upper Preston Falls has recently been completed. Anecdotally, the peak visitor season for the destination is between the months of October-April.

Forming part of the Leven Canyon/Leven Valley Review, 'Enhancing What Works, Are We There Yet?', local residents and stakeholders assisted the Council to explore and broadly identify the strengths, opportunities and needs at the destination.

The following is an overview of the five strategies that underpin the Master Plan and form the collective vision. These strategies are framed as future outcomes. The five strategies are designed to enhance what works in the destination and seeks opportunities to improve what doesn't work. An objective for each strategy is identified and potential initiatives that comprise each strategy are outlined. Together with the community, we can reach the very real tourism potential of these areas.



## 1. UNIQUE VISITOR EXPERIENCES

*Providing a high level of interest and amenity to create safe, functional, memorable and unique places and visitor experiences.*

### 1.1 Develop infrastructure:

- . Investigate feasibility of creating a new 'Leven Canyon Pinnacle Lookout' on a rocky outcrop above Cruickshanks Lookout:
  - . Increase visitor capacity (comparable to Cruickshanks Lookout)
  - . Explore opportunities for disabled-friendly access
  - . Create new visitor interpretations
  - . Provide expanded views of Leven Canyon
  - . Explore viewing point for waterfall, north of current view.
- . Review visitor facilities at destination:
  - . Explore opportunities for Bannons Park
  - . Explore opportunities for JR Lee Memorial Park
  - . Explore opportunities for Taylors Flats
  - . Explore opportunities for George Woodhouse Lookout
  - . Consider ease of river access.

### 1.2 Adventure experiences:

- . Create ropes experience/s
- . Investigate feasibility of tree-top walk at Leven Canyon
- . Explore opportunities for experiential activities.

### 1.3 Visitor learning:

- . Explore provision of guided tours
- . Review, update and create new visitor interpretations
- . Investigate creating virtual tour pod casts.

### 1.4 Visitor amenity:

- . Review provision of rubbish collection points
- . Lobby for improved phone service/coverage
- . Investigate provision of Wi-Fi at visitor points, where possible
- . Ensure safe road surfaces to key visitor points.

## 2. COHESIVE AND FUNCTIONAL TRAILS

*Reinforcing the structures and legibility of Leven Valley/Leven Canyon through safe and clear trail hierarchy that provides cues (including visual) for visitors.*

### 2.1 Leven Canyon Floor Walk:

- . Access to Devils Elbow from bridge (in accordance with class rating, Tasmanian Track Standards and Australian Standards):
  - . Create designs
  - . Install metal steps and railing as needed
  - . Develop new platform
  - . Provide new visitor interpretations.

### 2.2 New tracks:

- . Investigate opportunities for Penguin to Cradle Trail
- . Investigate development of river walk/s
- . Explore development of long forest walk/s
- . Create 'picnic platforms' on appealing track sections.

### 2.3 Accessible tracks:

- . Upgrade Leven Canyon Floor Walk track (in accordance with class rating, Tasmanian Track Standards and Australian Standards)

- . Create options for different user groups and ability levels
- . Investigate opportunities to upgrade/improve Penguin to Cradle Trail
- . Investigate providing access to different user groups on Penguin to Cradle Trail, i.e. for mountain bikes (linking to Dial Range)
- . Upgrade Upper Preston Falls track.

### 2.4 Track management:

- . Correct grading and surfacing, particularly for Leven Canyon Floor Walk
- . Provide directional/warning signage according to class rating
- . Maintain Upper Preston Falls track.

### 2.5 Planning:

- . Apply a whole of area approach to planning
- . Install a 'people counter' at the Leven Canyon Reserve
- . Research visitor demographic profile
- . Research and identify visitor use of Cruickshanks Lookout and Forest Stairs compared to Leven Canyon Floor Walk
- . Identify a Leven Valley visitor target and indicators to measure
- . Review layout of Leven Canyon circuit for connectivity improvement/s
- . Investigate Leven Canyon Floor Walk car park layout.



### 3. IDENTIFIABLE PLACES

*Building upon the existing assets and strengths to create places for visitors and everyone in the community to gather, explore, celebrate and relax.*

#### 3.1 Place/precinct signage:

- . Review directional/wayfinding signage
- . Develop drive tours and roadside maps
- . Integrate local business, attractions, amenities and facilities.

#### 3.2 Marketing:

- . Create a positioning statement (message)
- . Update promotional material including brochures
- . Develop promotions/marketing campaigns
- . Market locally
- . Proactively encourage visitation, i.e. tourism-based/community events
- . Develop the Leven Valley tourism cluster.

#### 3.3 Community:

- . Increase value of assets to residents
- . Raise local awareness
- . Enhance vibrancy of places.



## 4. ACCESSIBLE AND CONNECTED PRESTON FALLS

*Developing a linked track connecting Upper Preston Falls waterfall attraction with low mobility users that provides disabled-friendly areas and safe visitor amenity.*

- 4.1 Safe access:
  - . Provide safe access to Upper Preston Falls
  - . Create access opportunities for low-mobility user groups
  - . Explore developing Preston Falls circuit trail, connecting waterfalls.
- 4.2 Development funding:
  - . Investigate sources.
- 4.3 Visitor car parking:
  - . Investigate options for Upper Preston Falls
  - . Provide safe car parking.





## 5. BEAUTIFUL AND SUSTAINABLE AREAS

*Maintaining the economic, social and environmental role of the Leven Valley/Leven Canyon in the region while promoting a holistic approach to sustainable development and management.*

### 5.1 Landscaping/plantings:

- . Create features, i.e. roads lined with Waratah
- . Plan to update and landscape picnic areas
- . Review landscaping (and visitor amenity) at Leven Canyon, JR Lee Memorial Park, Taylors Flats, George Woodhouse Lookout and Bannons Park.

### 5.2 Accommodation:

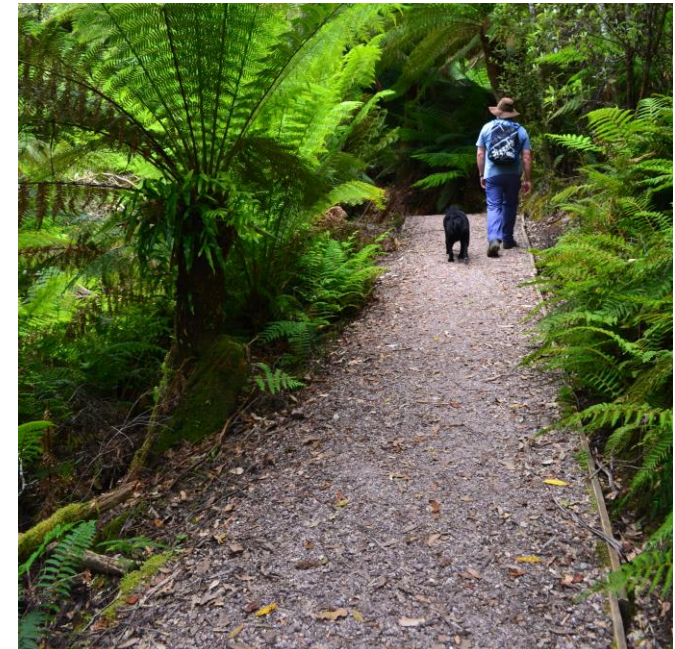
- . Explore options for sites and accommodation types near the Leven Canyon and surrounding areas, including camping.

### 5.3 Design:

- . Modern, environmentally-friendly facilities/amenities
- . Sympathetic designs, in keeping with natural surroundings.

### 5.4 Resource conservation:

- . Protection of Reserve values
- . Sustainable tourism development
- . Facilitate formation of Leven Valley Wildlife Friends group.







Central Coast  
**Volunteer Strategy**  
2018 - 2023

Central Coast Council  
Volunteer Strategy 2018 – 2023

## Background

The socio-economic and cultural value of volunteering to Tasmania was conservatively estimated, in 2014, to be worth \$4.9 billion dollars. This figure is much greater than previous estimates based on price or economic impact alone.

If participation in volunteering was increased by 1% per year, it would add an average of \$70.6m. per year in value to the Tasmanian Community.

Treated as a sector in its own right, Volunteering is Tasmania's largest industry by employment. It 'employs' more people than the hospitality, arts and recreation sectors put together, as well as being bigger than all of the agriculture, forestry, fishing and mining industries combined.

Data collected by Volunteering Tasmania in 2014 also noted that most active volunteers were in the 65 –74 year age group.

## Aim of this Strategy

This strategy outlines our vision for volunteering in the Central Coast over the next five years.

Its purpose is to guide the Council's actions in developing volunteering across Central Coast, and outlines where we can support and develop volunteering in the wider community during this period.

## Why have a volunteer Strategy?

Anecdotally we know that our Central Coast residents are engaged in many and varied volunteer activities that make an invaluable contribution to our community.

We are committed to encouraging, supporting and recognising the importance of volunteering in our local community. Besides having economic value, volunteering gives people a way to connect with and help others in their local community.

Having a volunteer strategy means we can:

- . Respond to new and emerging trends in volunteering
- . Identify future opportunities for volunteering across Council
- . Make sure we have relevant systems and processes in place to respond to spontaneous volunteering in emergencies which affect the broad community
- . Promote best practice in volunteering
- . Target our messages to best reward and recruit volunteers

## Alignment with Federal and State Government Volunteer Strategies

Federal and State Governments have developed their own volunteer policies and strategies. These highlight the important role that all levels of government have in developing and supporting the volunteer sector.

### Australian Government context

**The Australian Governments' National Volunteer Strategy outlines the Governments six Key Focus Areas. Their areas for action include:**

- . Understanding and responding to trends that are changing the way people volunteer
- . Harnessing technology to increase access to opportunities for volunteering, increase engagement amongst volunteers and enable collaboration between organisations
- . Reduce the complexity of regulation and risk management requirements
- . Strengthen volunteer management and training
- . Improve advocacy for the sector
- . Increase recognition of volunteers and the contribution they make to Australian society.

### Volunteering Tasmania context

**Volunteering Tasmania is the peak body for volunteering in Tasmania.**

Volunteering Tasmania has identified 5 key actions in its strategic plan 2015 – 2018, they are:

- . Volunteer engagement – individuals and communities achieving positive outcomes by engaging in volunteering.
- . Volunteer Sector Development – Organisations achieve positive outcomes by engaging and effectively managing volunteers.
- . Organisational strength – Volunteering Tasmania has a sustainable future
- . Research – Volunteering Tasmania has a strong research platform
- . Policy and Advocacy – Volunteering Tasmania influences decision makers as the leading professional body in the volunteer sector.

## Documents that support this Strategy

### Strategic Plan 2014 – 2024

This Volunteer Strategy is supported by two of the platforms outlined in the strategic plan:

#### Platforms:

*Liveability* – encompasses notions such as quality of life, the character of our place, ease of living, the health and well-being of our community who live here, and the sense of security afforded by living and working in a given community.

*Sustainability* – the Council and its community need to have within their control and/or at their disposal the capability and resources to meet the needs of the community now and into the future.

## **Strategic Direction 2 – A connected Central Coast**

Seeks to enhance connectivity both within Central Coast and the region – how people move from place to place, how accessible places are, and how people connect with each other and the services in the Central Coast.

- Engage with the community to achieve meaningful positive local ageing outcomes
- Engage with youth to achieve meaningful local youth outcomes
- Engage with the community to achieve meaningful local arts and cultural outcomes

## **Strategic direction 3, Community capacity and creativity**

In conjunction with community, volunteer and business groups, develop capacity and cultivate a culture that values and showcases creativity, encourages community-based solutions, stimulates innovation and supports innovators in order to achieve quality opportunities and outcomes across all sections of the community.

- Engage with the community to achieve positive local ageing outcomes
- Engage with the community to achieve local youth outcomes
- Engage with the community to achieve meaningful local arts and culture outcomes

## **Central Coast Social Planning Framework**

In June 2016 the Council adopted the Central Coast Social Planning Framework.

Outlined in the Social Planning Framework are the 6 areas identified where Council can undertake within its roles as provider, facilitator and advocate to work to achieve around those 6 areas which are known to make a difference to the health and wellbeing of its residents.

Those 6 areas are:

**Active** – Opportunities and facilities to gather and participate in recreational activities and cultural experiences.

**Engaged** – capabilities and networks to volunteer our time and skills and engage in decisions that affect us.

**Included** – Connectivity and inclusivity for our communities to access services, shops, education, work and play.

**Learning** – The knowledge, skills and commitment to learning needed to participate fully in society and reach our potential

**Secure** – Local work opportunities and affordable living in a well-governed and safe community environment

**Healthy** – Local resources to support good food and lifestyle choices that build physical health and emotional resilience.

Volunteering by its nature and benefits, as outlined further in this document is an appropriate vehicle to support Council in its commitment to “working with its community to



make sure that the Central Coast is a great place to live, work, play and raise a family. The aim is that everyone has the opportunity to realise their potential and fully participate in all aspects of community life.

As the needs of many individuals in our community become more complex, the demand on relevant support systems and services will come under increased pressure. To effectively respond, all involved will need to work together to achieve local social outcomes.

In this changing environment the contribution of volunteers both economically and socially becomes increasingly important.

## Strategy Development

In May 2017 Dr Elizabeth Shannon and Dr Sue Pearsons from the University of Tasmania, released the findings of their findings on Volunteering in Tasmania in a paper 'Community volunteering – 'Understanding motivation, sustaining participation and capturing benefits.'

Volunteering has been linked to lower rates of mortality, increases in physical health and improved mental health. At a population level, increasing the volunteer workforce may be seen as a preventative, public health intervention, addressing the poor health and wellbeing outcomes of Tasmanians.

*Shannon, Pearson and Girkin also* surveyed Tasmanians on the physical and psychological benefits of volunteering, measuring: self-esteem, social connectedness, career, environment, altruism, learning and resilience, respondents ranked the benefits of volunteering in the following order:

- . Altruistically express personal values
- . Providing learning opportunities
- . Expressing environmental concerns
- . Growing and developing psychologically
- . Fulfilling the expectations of significant people in their lives
- . Building resilience in the face of negative experiences
- . Furthering their careers
- . Career development is not the primary benefit of volunteering, it is a common secondary benefit

As part of their research six focus groups were also taken to investigate how to encourage more people to volunteer, strategies that volunteer organisations can use to help sustain volunteer involvement over time.

The following themes were captured, and are here in order of frequency:

1. Promotion which highlights & offers benefits, including health benefits
2. People who volunteer are self-motivated and interested in the activity
3. The benefits of volunteering should outweigh costs
4. Flexibility and diversity in activities
5. Made to feel valued through reward and acknowledgement
6. Volunteers selling volunteering
7. Normalising volunteering

## What motivates people to volunteer?

Volunteering in Tasmania outlines the ways in which people are motivated to volunteer.

One in three survey respondents started volunteering after encouragement by other volunteers, they either knew someone who was volunteering or were asked to volunteer.

Teaching others was also outlined as a key factor for people 'wanting to pass on knowledge and skills, or for those who wanted to learn from experienced individuals.'

Volunteers who are self-motivated to volunteer will usually only volunteer in areas of interest or in causes that are important to them. Their level of motivation and participation will also be determined largely by their level of care for the undertaking they are participating in.

The two key areas of volunteer work identified in the survey were **community** – caring about others and giving back to the community in areas such as children in state care, animals and families, and **environment**, improvement and protection of natural areas and animal habitats, preserving the Tasmanian environment for future generations.

Skill maintenance and development was also a motivator for the 'self-motivating' group, enabling them to maintain skills they no longer use or enhance those they already have.

## Benefits from Volunteering

The Volunteering Tasmanian Survey reports the following four as the main benefits volunteers get from volunteering:

### Value expression

Volunteers are motivated and rewarded by the opportunity to express their values through volunteering such as giving back to people in need or environmental conservation.

### Health

Many people choose to volunteer to improve or maintain their health, this is especially true for older citizens who are now retired and wish to remain active.

### Social connection

Volunteering provides valuable social interaction. It provides opportunities to connect, reduces isolation and can provide a sense of worth and enjoyment.

### Career

Career development although not identified as a primary benefit of volunteering it is a common secondary motivator for many study participants.

## Making benefits outweigh the costs

If organisations can cover some or all of out of pocket expenses they are more likely to attract a wider range of volunteers and assist in volunteers feeling valued and appreciated.

However, given that many organisations who employ volunteers are charities covering expenses is not always viable. Keeping costs low and providing rewards such as free training and certificates of appreciation can go a long way in encouraging participation.

### **Flexibility**

Providing volunteers with a routine which works for them is important, especially where they volunteer with a number of organisations, or they have other commitments.

### **Activity Diversity**

Motivation can be assisted by varying the activities of volunteers

### **Actions for Central Coast Council**

In developing the Central Coast Volunteering Strategy, we spoke to volunteers, as well as developing a Volunteering survey to understand better who our volunteers are, what they are seeking from volunteering, and what the rewards and challenges are in volunteering.

Not surprisingly, feedback from our volunteers aligned strongly with the findings from the *Shannon and Pearsons report*.

Our volunteers give up their time to volunteer in their various roles to:

Give back to the community

- . Help others
- . Share ideas
- . For social interaction and to engage with people
- . For their mental health and well being
- . And to develop new skills or stay up to date

The difficulties they faced with volunteering were also in step, with respondents naming up the use of unfamiliar equipment and processes, juggling time and responsibilities and knowing where to go to find available volunteering opportunities listed up as the main challenges to volunteering.

Volunteers did however see in the main that challenges with equipment and process could be overcome with training, and that time conflicts were usually a result of them being over committed in other areas rather than volunteering. Promoting the places to access volunteer opportunities is also identified and is something Council will review.

Feedback from our Volunteer survey and the results from – ‘Community volunteering – Understanding motivation, sustaining participation and capturing benefits’ have informed the development of the Actions for the Central Coast Volunteer Strategy 2017 – 2020.

## References and further reading:

Community Volunteering, Understanding Motivation, Sustaining participation, Capturing Benefits: *Dr Elizabeth Shannon, Dr Sue Pearson and Fiona Girkin*, University of Tasmania, May 2017

The Economic Value of Volunteering in Tasmania,  
Report: MMC LINK, Hobart Tasmania, May 2014

State of Volunteering 2014:  
The Economic, Social and Cultural Value of Volunteering  
*Volunteering Tasmania 2014*

Australian Government National Volunteering Strategy  
Commonwealth of Australia, Department of Premier and Cabinet 2011



# Central Coast Volunteer Strategy 2018 -2023 – Actions

	<i>Strategic Outcome</i>	<i>SPF Dimension</i>	<i>Actions/ related tasks</i>	<i>Council Role / Timings</i>	<i>Responsible Members</i>	<i>Start / Finish Date</i>	<i>Indicators</i>
<b>LEARNING</b>	<b>Council will advocate / promote the health and social benefits of volunteering using existing channels such as social media and promotional spaces using the place brand “great natured place”</b>	Knowledge	Use social media and display areas to promote the documented health and well-being benefits of volunteering, as well as the testimonials given by volunteers	Facilitator / med term	Community Development Officer	1 August 2018	Promotional material developed promoting the benefits of volunteering utilising “Great Natured Place” brand.
<b>SECURE</b>	<b>Council will review its Volunteer Management System Manual</b>	Governance	Council will review its Volunteer Management documentation bi-annually to ensure it is current and in line with best practice standards	Provider Long term July 2018 – Dec 2018	Visitor Services co-ordinator	July 2020	Review completed, and changes communicated to relevant parties and stakeholders
	<b>Explore how Council can assist organisations requiring members to have working with children and other clearances to</b>	Governance	Council will explore ways in which it can assist organisations to understand their obligations and the process of meeting clearance requirements	Facilitator	Community Wellbeing Officer	Oct 2018	Review completed. Assistance method identified. Action undertaken.



	<b>understand the process</b>						
<b>INCLUDED</b>	<b>Work with Volunteering Tasmania to support the Pop-up desk in Ulverstone Linc.</b>	Included (Access)	1. Develop material and utilise CCC social media to assist Volunteering Tasmania in promoting volunteering opportunities in Central Coast. 2. Promote Volunteering Tas presence in LINC	Facilitator	Community Development Officer	April 2018	1. Provision of material to Volunteer Tas and collaborative relationship developed 2. Promotional activity undertaken
	<b>Continue to review and explore ways Council can support organisations in recognising / thanking their volunteers</b>	Engaged (Volunteers )	Review Volunteer Week certificate / recognition awards to consider other options to assist organisations in thanking their volunteers for their contribution, including name change from recognition to 'thank you'	Facilitator Medium term	Community Wellbeing Officer	November 2018	New processes and activities developed for supporting volunteer recognition by the organisations they are involved in. Research change in language from 'recognition' to 'thank you' terminology

	<b>Increase Council volunteer numbers</b>	Inclusion	Explore ways to assist existing volunteers in encouraging others to try volunteering, and defining roles and responsibilities	Facilitator / Long term	Visitor Services co-ordinator	Feb 2019	Initiatives developed in response to volunteer feedback
<b>ACTIVE</b>	<b>More people aware of Central Coast Council's website and social media spaces for finding out about opportunities to volunteer</b>	Participation	Devise methods to create reach and awareness of Council's FB pages and web site including utilising existing communication avenues, e.g. electronic sign board, Coast to Canyon newsletter and VIC to promote.	Facilitator / medium term	Community Development Officer  Ulverstone VIC coordinator	May 2018	Increased traffic to Website and facebook pages
<b>ENGAGED</b>	<b>External Volunteer organisations utilising Councils social media avenues to promote /advertise opportunities for volunteering</b>	Networks	Promote use of Councils Social media pages as a way for organisations seeking volunteers.	Facilitator Medium Term	Community Development Officer  Community Wellbeing Officer	June 2019	Organisations requiring volunteers utilising Councils Facebook page to advertise promote



	<b>Work with Volunteering Tas to provide training opportunities for volunteer organisations and those reliant on volunteer involvement.</b>	Learning	Council supporting opportunities for training through Volunteering Tas to clubs and organisations.	Facilitator  Medium term	Community Development Officer	Nov 2018	Training initiatives planned and held
	<b>Explore conducting a volunteer expo with volunteer organisations</b>	Networks	Council partnering with clubs, organisations and groups to hold a volunteer expo	Facilitator	Community Wellbeing Officer	June 2018	Expo organised, and feedback gathered from participants on relevance and enquiries from potential volunteers.
	<b>Promoting flexible Volunteering</b>	Volunteers	Promote the benefits and flexible arrangements of volunteering	Facilitator	Community Development Officer	April 2019	Greater opportunities identified for people to consider volunteering under role sharing arrangements
	<b>Getting back to work/volunteering</b>	Skills	Identify partners to deliver a 'retail skills' workshop for those wanting to volunteer in places where the use of retail technology may be required	Facilitator  Medium term	Community Development Officer	March 2019	Skills workshop held

	<b>Develop “There’s always room for one more” – Great Natured Place campaign to increase engagement in volunteer week</b>	Volunteers	Acknowledging volunteers in their organisation ‘groups’ to overcome the barrier of volunteers not wanting to be singled out for praise	Facilitator	Community Development Officer	April 2019	Greater numbers of organisations engaging in volunteer week.
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# Central Coast Council

## List of Development Applications Determined

Period From: 01-Feb-2018 To 28-Feb-2018

Application Number	Property Address	Development Application Type	Description of Proposed Use	Application Date	Decision Date	Day Determined
DA216080	247 Penguin Road Ulverstone 7315	Discretionary Development Application	Subdivision (two lots)	03-Nov-2016	21-Feb-2018	27
DA217054	17 Cordell Place Turners Beach 7315	Discretionary Development Application	Residential (multiple dwellings x two)	15-Dec-2017	21-Feb-2018	29
DA217127	Forth Road Turners Beach 7315	Discretionary Development Application	Residential (two lot subdivision and multiple dwellings x five)	02-Jan-2018	16-Feb-2018	41
DA217128	36 Trevor Street Ulverstone 7315	Discretionary Development Application	Manufacturing and processing (workshop and office)	11-Jan-2018	15-Feb-2018	29
DA217096	62 Gawler Road Ulverstone 7315	Discretionary Development Application	Residential (dwelling additions)	11-Jan-2018	19-Feb-2018	39
DA217134	40-44 Alexandra Road Ulverstone 7315	Discretionary Development Application	Sports and recreation (gym)	19-Jan-2018	19-Feb-2018	21
DA217136	10 South Road Penguin 7316	Discretionary Development Application	Subdivision (two lots)	19-Jan-2018	16-Feb-2018	27
DA217137	Lobster Creek Road Penguin 7316	Discretionary Development Application	Resource development (farm shed)	29-Jan-2018	16-Feb-2018	17
DA217135	5 Sue Napier Drive Ulverstone 7315	Discretionary Development Application	Residential (dwelling) and outbuilding (shed)	29-Jan-2018	28-Feb-2018	28
DA213140-2	Castra Road Spalford 7315	Discretionary Development Application	Residential (required dwelling).	01-Feb-2018	02-Feb-2018	0
DA217143	70 Upper Maud Street West Ulverstone 7315	Discretionary Development Application	Residential (outbuilding - carport)	01-Feb-2018	22-Feb-2018	21
DA217145	75 Alexandra Road Ulverstone 7315	Permitted Development Application	Community meeting & entertainment (storage container)	02-Feb-2018	15-Feb-2018	7
DA217142	16 Nell Crescent Ulverstone 7315	Discretionary Development Application	Residential (conversion of garage to a habitable room)	05-Feb-2018	28-Feb-2018	18

Application Number	Property Address	Development Application Type	Description of Proposed Use	Application Date	Decision Date	Day Determined
DA217149	122 Esplanade Turners Beach 7315	Permitted Development Application	Residential (dwelling addition) and outbuilding (shed)	12-Feb-2018	20-Feb-2018	5
DA217144	886 Ironcliffe Road Penguin 7316	Permitted Development Application	Resource development (barn)	12-Feb-2018	20-Feb-2018	8
DA217162	105 Leith Road Forth 7310	Permitted Development Application	Residential (conversion of carport to garage)	22-Feb-2018	28-Feb-2018	5

# **SCHEDULE OF STATUTORY DETERMINATIONS MADE UNDER DELEGATION**

Period: 1 February 2018 to 28 February 2018

## Building Permits – 9

•	New dwellings	1	\$455,000	
•	Outbuildings	0	\$0	
•	Additions/Alterations	2	\$100,000	
•	Other	3	\$3,280,000	(Bus storage depot and office, Water storage tank and decommissioning of reservoir, Two new classrooms)
•	Units	6	\$975,000	

## Demolition Permit – 0

## Permit of Substantial Compliance – Building – 0

## Notifiable Work – Building – 10

•	New dwellings	1	\$410,000	
•	Outbuildings	4	\$65,482	
•	Additions/Alterations	3	\$137,000	
•	Other	2	\$265,000	(Assembly building internal alterations, Telecommunications tower and fencing)

## Building Low Risk Work – 0

## Certificate of Likely Compliance – Plumbing – 8

## No Permit Required – Plumbing – 6

## Food Business registrations (renewals) – 18

## Food Business registrations – 0

## Temporary Food Business registrations – 6

## Temporary 12 month Statewide Food Business Registrations – 1

## Public Health Risk Activity Premises Registration – 0

## Public Health Risk Activity Operator Licences – 0

## Temporary Place of Assembly licences – 2

Abatement notices issued -

***Address***

***Property ID***

103-103A Reibey Street, Ulverstone

101420.0800

A handwritten signature in black ink, consisting of a large, stylized 'C' followed by a horizontal line and a small upward tick.

Cor Vander Vlist

DIRECTOR COMMUNITY SERVICES

# Annexure 5

12 February 2018

Our ref.: DA217092, paa:kaa

Doc ID:

PLA Designs Pty Ltd  
Attn: Paul Allen  
PO Box 428  
SOMERSET TAS 7322

Dear Paul

LOCAL GOVERNMENT (HIGHWAYS) ACT 1982 AND URBAN DRAINAGE ACT 2013  
STATEMENT OF LIKELY COMPLIANCE FOR VEHICULAR ACCESS AND DRAINAGE ACCESS  
BOARDING KENNELS – 829 PINE ROAD, RIANA

I refer to your application DA217092 for boarding kennels at 829 Pine Road, Riana, and based on the information supplied with the application make the following determination in respect to vehicular access and the disposal of stormwater.

Access can be provided to the road network for the property at Pine Road, Riana, subject to the following:

- R1 The existing access off Pine Road via crown land shall be maintained as the access to the property;
- R2 The existing access must be reconstructed and sealed (3.6m wide and no culvert required) in accordance with Standard Drawings TSD-R03-v1 Rural Roads – Typical Property Access and TSD-R04-v1 Rural Roads – Typical Driveway Profile (copies enclosed). Please contact the Council's Public Safety Coordinator on 0419 103 887;
- R3 A separate conditioned approval from the Council acting in its capacity as the Road Authority will be required for any works or activity in the road reservation, and must be arranged prior to any work associated with the development being undertaken. Please contact the Council's Public Safety Coordinator on 0419 103 887;
- R4 Any work associated with roads, verges or roadside vegetation will be undertaken by the Council, unless alternative arrangements are approved by the Council's Director Infrastructure Services or his representative;

- R5 Any damage or disturbance to roads, verges, roadside vegetation or other infrastructure and services resulting from activity associated with the development must be rectified;
- R6 All works or activity listed above shall be completed to the satisfaction of the Council's Director Infrastructure Services or his representative;
- R7 All works or activity listed above shall be at the developer's/property owner's cost.

Access cannot be provided to the Council's stormwater network for the property at 829 Pine Road, Riana. The disposal of concentrated stormwater drainage from buildings and hard surfaces should be contained on-site by in-ground absorption to the satisfaction of the Council's Regulatory Services Group Leader or his representative.

This 'Statement of Compliance' is not an approval to work on the access or work in the road reservation, nor is it a planning permit for the development. This 'Statement of Compliance' is valid for a period of 2 years from the date shown above.

A copy of this 'Statement of Compliance' has been provided to the Council's Land Use Planning Group for consideration with planning permit application DA217092.

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

Yours sincerely

Philip Adams  
ENVIRONMENTAL ENGINEER

Encl.

Administrative Assistant – Planning  
Public Safety Coordinator

D R Woodhouse & R E Clayton  
PO Box 345  
PENGUIN TAS 7316

A COPY FOR YOUR INFORMATION

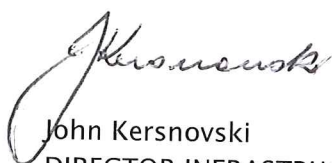


## SCHEDULE OF INFRASTRUCTURE SERVICES DETERMINATIONS

Period: 1 February 2018 to 28 February 2018

### *Approval of Roadworks and Services*

Developer: P W Cornell  
Location: 146A Main Street, Ulverstone  
Development: Multiple dwellings  
Engineer: Don Anderson  
Donal S Anderson – Consulting Engineer



John Kersnovski  
DIRECTOR INFRASTRUCTURE SERVICES



## SCHEDULE OF CONTRACTS AND AGREEMENTS

(Other than those approved under the Common Seal)

Period: 1 to 28 February 2018

### *Contracts*

- . Nil

### *Agreements*

- . Department of Premier and Cabinet  
Youth Week Tasmania Grants Program 2018  
Grant Amount – \$1,853
- . Routine Maintenance Service Agreement Renewals  
RCR Haden  
Ulverstone Works Depot
- . Tenancy Agreement  
Riana Cricket Club  
Riana Recreation Ground
- . Lease Agreement  
Penguin Football Club  
The Dial Regional Sports Complex Sporting Precinct
- . Lease Agreement  
Penguin Football Club  
Dial Pavilion Function Room

Sandra Ayton  
GENERAL MANAGER

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

Period: 20 February 2018 to 19 March 2018

*Documents for affixing of the common seal*

Nil

*Final plans of subdivision sealed under delegation*

- . Final Plan of Survey  
31 Leatherwood Drive, Penguin – subdivision – two lots  
Application No. DA216198
- . Final Plan of Survey  
109 & 115 Penguin Road, West Ulverstone – subdivision  
(Stage 1 of a 50 Lot subdivision – 1 Lot and Balance land)  
Application No. DA215098
- . Final Plan of Survey  
31 Leatherwood Drive, Penguin – subdivision – two lots  
Application No. DA216198
- . Final Plan of Survey  
145 Ironcliffe Road, Penguin (Dial Sports Complex) –  
amalgamation and reconfiguration of Titles.  
Application No. DA215101
- . Final Plan of Survey  
Lots 1 & 45 Arcadia Ave (Summers Place), Turners Beach –  
subdivision – two lots  
Application No. SUB955A



Sandra Ayton  
GENERAL MANAGER