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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, 20 August 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)  
Executive Services Officer (Mrs Lou Brooke)  
Land Use Planning Group Leader (Ms Mary-Ann Edwards)

**Media attendance**

The media was not represented.

**Public attendance**

Five 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

### 209/2018 Confirmation of minutes

The Executive Services Officer reported as follows:

“The minutes of the previous ordinary meeting of the Council held on 16 July 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 Tongs seconded, “That the minutes of the previous ordinary meeting of the Council held on 16 July 2018 be confirmed.”

Carried unanimously

## COUNCIL WORKSHOPS

### 210/2018 Council workshops

The Executive Services Officer reported as follows:

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

- . 23.07.2018 – Animal Control By-law; 7 Day Makeover review
- . 06.08.2018 – Destination Action Plan; Overnight Stays Policy.

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

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

Carried unanimously

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## MAYOR'S COMMUNICATIONS

### 211/2018 Mayor's communications

The Mayor reported as follows:

"I have no communications at this time."

### 212/2018 Mayor's diary

The Mayor reported as follows:

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

- . Dementia-Friendly Central Coast – Connect Café
- . Radio community reports
- . Cradle Coast Authority – Regional Festivals, Events and Arts Strategy meeting (Burnie)
- . Opening night – "Bondi Legal" – Ulverstone Repertory Society
- . Braddons Lookout – official opening
- . Central Coast Council – 'Nominate a Mate' student volunteering award presentation at Penguin District School assembly
- . Ulverstone Municipal Band – annual dinner
- . Dementia Australia – meeting with David Rose, Regional Director and General Manager of Client Services
- . Local Government Association of Tasmania – General Management Committee meeting (Hobart)
- . Local Government Association of Tasmania – Annual General Meeting (Hobart)
- . Local Government Association of Tasmania – Annual conference (Hobart)
- . Prospective Councillors Forum
- . TasWater Owners' Representatives quarterly briefing (Devonport)
- . Meeting with Deputy Premier, Minister Jeremy Rockliff MP and TasRail CEO, Steven Dietrich
- . Penguin Meals on Wheels – volunteers luncheon and cheque presentation
- . Minister for Infrastructure – meeting re Heybridge erosion issue
- . Cradle Coast Mountain Bike Club – launch of stage 1 of Mount Montgomery Loop."

The Deputy Mayor reported as follows:

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

- 
- . R U OK Convo Convoy – official welcome
  - . Tastrofest – launch cocktail party.”

Cr Viney reported as follows:

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

- . Tasmania Fire Service, North West Region – Presentation of National Medals and Service Awards (Burnie).”

■ Cr Diprose moved and Cr Tongs seconded, “That the Mayor’s, Deputy Mayor’s and Cr Viney’s reports be received.”

Carried unanimously

## **213/2018      Declarations of interest**

The Mayor reported 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 reported as follows:

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

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

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

No interest were declared at this time.

## **214/2018      Public question time**

The Mayor reported as follows:

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“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**

### **215/2018 Councillor reports**

The Executive Services Officer reported 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 Downie reported on recent meetings of Slipstream Circus and the Penguin Surf Life Saving Club.

## **APPLICATIONS FOR LEAVE OF ABSENCE**

### **216/2018 Leave of absence**

The Executive Services Officer reported as follows:

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

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

There are no applications for consideration at this meeting.”

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## DEPUTATIONS

### 217/2018 Deputations

The Executive Services Officer reported as follows:

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

## PETITIONS

### 218/2018 Petitions

The Executive Services Officer reported as follows:

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

## COUNCILLORS' QUESTIONS

### 219/2018 Councillors' questions without notice

The Executive Services Officer reported 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."

The allocation of topics ensued.

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## 220/2018 Councillors' questions on notice

The Executive Services Officer reported 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**

**221/2018 Minutes and notes of committees of the Council and other organisations**

The General Manager reported as follows:

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

- . East Ulverstone Swimming Pool Management Committee – meeting held 22 March 2018
- . East Ulverstone Swimming Pool Management Committee – meeting held 7 June 2018
- . Central Coast Community Shed Management Committee – Annual General meeting held 2 July 2018
- . Central Coast Community Shed Management Committee – meeting held 2 July 2018
- . Central Coast Youth Engaged Steering Committee – meeting held 26 July 2018
- . Forth Community Representatives Committee – meeting held 2 August 2018.

Copies of the minutes and notes have 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

**222/2018 Central Coast Council Destination Action Plan 2018**

The General Manager reported 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 Destination Action Plan (the Plan) dated August 2018.

### *BACKGROUND*

In partnership with the Department of State Growth, the Cradle Coast Authority prepared a series of Destination Action Plans for Tasmanian destinations, including Central Coast. The Destination Action Plan (DAP) identified a series of actions to enhance competitiveness of Central Coast as a primary visitor destination in the Cradle Coast region.

A Leadership Group for the DAP has been established made up of representatives from all stakeholder groups that benefit from the visitor economy including the Council, State Government, agencies, industry and the community. Framed in the local context, the Central Coast Council Destination Action Plan aims to build on the DAP and identify specific and measurable tasks for actions of Council responsibility.

### *DISCUSSION*

The Plan can contribute to creating long-term resilience and competitive advantage for the Central Coast visitor economy for the benefit of all. Specific strategies and actions are needed for areas of Council responsibility and leadership is required to guide local destination development. Measures are needed to monitor performance and outcomes of the Plan. The Plan seeks to sustainably grow the Central Coast visitor economy and promote the distinctiveness of our places and people in order to build resilience and competitive advantage for Central Coast tourism related sectors.

The Plan seeks to encourage more people to want to stay in the Central Coast destination and identify with our places and people in order to improve and create long-term resilience for our visitor economy. Increasing the competitive advantage of the destination in attracting visitors to our area can positively influence overnight stays and demand for related services. In order to positively influence demand for Central Coast tourism related infrastructure and services we need to work together to collectively build on and market our distinctly 'Great Natured Place'.

### *CONSULTATION*

Two DAP workshops brought together business, community and Government representatives for strategic conversations. Stakeholders considered Central Coast strengths as well challenges and opportunities for tourism development, marketing and management. Workshop participants identified and prioritised actions that when implemented collectively, could make a positive difference to the growth and sustainability of the Central Coast visitor economy and experience.

The draft Central Coast Council Destination Action Plan was presented to the Senior Leadership Team on Tuesday 29 May and Wednesday 1 August 2018 and to Councillors on Monday 6 August 2018.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

Council staff resources will be needed to implement the Plan. Funding opportunities will need to be investigated and other costs included in Council's budget estimates. Individual risk assessments for specific initiatives will be considered as needed and will form part of the DAP implementation process.

*CORPORATE COMPLIANCE*

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

The Shape of the Place

- Encourage a creative approach to new development.

Community Capacity and Creativity

- Community capacity-building

Council Sustainability and Governance

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

*CONCLUSION*

It is recommended that the Council adopt the Central Coast Council Destination Action Plan dated August 2018.'

The Strategy & Policy Officer's report is supported."

The Executive Services Officer reported as follows:

"A copy of the Central Coast Council Destination Action Plan – August 2018 has been circulated to all Councillors."

■ Cr Howard moved and Cr Diprose seconded, "That the Central Coast Council Destination Action Plan dated August 2018 (a copy being appended to and forming part of the minutes) be adopted."

Carried unanimously

COMMUNITY SERVICES

**223/2018 Statutory determinations**

The Director Community Services reported as follows:

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

The Executive Services Officer reported as follows:

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

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

Carried unanimously

**224/2018 Council acting as a planning authority**

The Mayor reported 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. 224/2018, 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 reported 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 van Rooyen moved and Cr Downie seconded, “That the Mayor’s report be received.”

Carried unanimously

**225/2018     Residential (deck and replacement of an ancillary dwelling) – variation to building envelope, side boundary setback standard and privacy standard at 14 Mission Hill Road, Penguin – Application No. DA2018011**

The Director Community Services reported as follows:

“The Town Planner has prepared the following report:

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| <i>‘DEVELOPMENT APPLICATION NO.:</i> | DA2018011   |
| <i>PROPOSAL:</i>                     | Residential (deck and replacement of an ancillary dwelling) – variation to building envelope, side boundary setback standard and privacy standard |
| <i>APPLICANT:</i>                    | PLA Designs   |
| <i>LOCATION:</i>                     | 14 Mission Hill Road, Penguin   |
| <i>ZONE:</i>                         | General Residential   |
| <i>PLANNING INSTRUMENT:</i>          | <i>Central Coast Interim Planning Scheme 2013</i> (the Scheme)  |
| <i>ADVERTISED:</i>                   | 21 July 2018  |
| <i>REPRESENTATIONS EXPIRY DATE:</i>  | 6 August 2018   |
| <i>REPRESENTATIONS RECEIVED:</i>     | One   |
| <i>42-DAY EXPIRY DATE:</i>           | 30 August 2018  |
| <i>DECISION DUE:</i>                 | 20 August 2018  |
| <i>PURPOSE</i>                       |   |

The purpose of this report is to consider an application to construct an 82.62m<sup>2</sup> upper floor deck extension (including an enclosed sunroom) and the demolition of a small ancillary dwelling and the construction of a replacement 57.78m<sup>2</sup> ancillary dwelling on General Residential land at 14 Mission Hill Road, Penguin. The application also details internal retaining walls, including stepped retaining walls that would all have a maximum height of 1m.

Accompanying the report are the following documents:

- .        Annexure 1 – location plan;
- .        Annexure 2 – application documentation;
- .        Annexure 3 – representation; and
- .        Annexure 4 – photographs.

### *BACKGROUND*

#### *Development description –*

Application is made to construct an 82.62m<sup>2</sup> upper floor eastern facing deck with an enclosed sunroom. The proposed deck would be accessed from the existing living area or via stairs from ground level. The proposed deck also wraps around the south-eastern portion of the existing dwelling.

The proposal includes the demolition of an existing ancillary dwelling “granny flat” and the construction of a new, larger (57.78m<sup>2</sup>) ancillary dwelling. The ancillary dwelling comprises of two separate single rooms. Each room would have a bathroom and kitchen area. The ancillary dwelling would be located on the north-western section of the site. This is the same location as the existing smaller ancillary dwelling.

The application also details internal retaining walls, including stepped retaining walls that would all have a maximum height of 1m.

Furthermore, the application includes the construction of two fences. Fences are along both frontages (Mission Hill Road and Walton Street). Both fences would be 1.8m high. The fences would be solid block to 1.2m high, with timber slats up to the 1.8m height to ensure a uniform transparency of 50%.

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

The subject site is a 1,082m<sup>2</sup> residential allotment on the northern side of Mission Hill Road. The lot has two frontages, being Mission Hill Road and Walton Street.

The site is reasonably flat where the existing dwelling is located, however does slope down towards Walton Street and down towards Mission Hill Road.

There is an existing 2m high retaining wall between the subject site and the adjoining north-eastern site, this is due to steepness between both properties.

The downward gradient of Mission Hill Road from Bass Highway to Main Road is approximately 120m. The steepest gradient of Mission Hill Road begins at 18 Mission Hill and continues to Main Road. Due to the steep topography of Mission Hill Road, the majority of dwellings have some degree of overlooking into adjoining north-eastern properties and private open space area. The majority of the properties along Mission Hill Road have retaining walls due to the steepness of the land.

Surrounding land is characterised by single dwelling development and zoned General Residential.

The land is connected to reticulated stormwater, sewer and water systems.

*History –*

No history relevant to this application.

*DISCUSSION*

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

**General Residential**

| CLAUSE  | COMMENT                                |
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| <b>10.3.1 Discretionary Permit Use</b>  |  |
| 10.3.1–(P1) Discretionary permit use must:  | Not applicable.                        |
| (a) be consistent with local area objectives;   | Residential use is permitted.          |
| (b) be consistent with any applicable desired future character statement; and                                   |  |
| (c) minimise likelihood for adverse impact on amenity for use on adjacent land in the zone.                     |  |
| <b>10.3.2 Impact of Use</b>   |  |
| 10.3.2–(A1) Permitted non-residential use must adjoin at least one residential use on the same street frontage. | Not applicable.<br>Use is residential. |
| 10.3.2–(A2) Permitted non-residential use must not generate more than 40 average daily vehicle movements.       | Not applicable.<br>Use is residential. |



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| 10.3.2–(A3) Other than for emergency services, residential, and visitor accommodation, hours of operation must be between 6.00am and 9.00pm.   | Not applicable.<br><br>Use is residential.   |
| <b>10.4.1 Residential density for multiple dwellings</b>   |  |
| 10.4.1–(A1) Multiple dwellings must have a site area per dwelling of not less than:<br><br>(a) 325m <sup>2</sup> ; or<br><br>(b) if within a density area specified in Table 10.4.1 below and shown on the planning scheme maps, that specified for the density area.  | Not applicable.<br><br>Not an application for multiple dwellings.  |
| <b>10.4.2 Setbacks and building envelope for all dwellings</b>   |  |
| 10.4.2–(A1) Unless within a building area, a dwelling, excluding protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m into the frontage setback, must have a setback from a frontage that is:<br><br>(a) if the frontage is a primary frontage, at least 4.5m, or, if the setback from the primary frontage is less than 4.5m, not less than the setback, from the primary frontage, of any existing dwelling on the site; or | (a) Compliant. Proposed deck is setback 10m from Mission Hill Road – primary frontage.<br><br>(b) Compliant. Proposed ancillary dwelling is setback 5m from Walton Street – secondary frontage.<br><br>(c) Not applicable. Satisfied by (a) and (b).<br><br>(d) Not applicable. Land does not abut the Bass Highway. |

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| <p>(b) if the frontage is not a primary frontage, at least 3.0m, or, if the setback from the frontage is less than 3.0m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site; or</p> <p>(c) if for a vacant site with existing dwellings on adjoining sites on the same street, not more than the greater, or less than the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or</p> <p>(d) if the development is on land that abuts a road specified in Table 10.4.2, at least that specified for the road.</p> |  |
| <p>10.4.2–(A2) A garage or carport must have a setback from a primary frontage of at least:</p> <p>(a) 5.5m, or alternatively 1.0m behind the façade of the dwelling; or</p> <p>(b) the same as the dwelling façade, if a portion of the dwelling gross floor area is located above the garage or carport; or</p>  | <p>(a) Not applicable. No garage or carport is proposed.</p> <p>(b) Not applicable. Satisfied by (a).</p> <p>(c) Not applicable. Satisfied by (a).</p> |

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| <p>(c) 1.0m, if the natural ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10.0m from the frontage.</p>   |   |
| <p>10.4.2–(A3) A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m horizontally beyond the building envelope, must:</p> <p>(a) be contained within a building envelope (refer to Diagrams 10.4.2A, 10.4.2B, 10.4.2C and 10.4.2D) determined by:</p> <p>(i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a lot with an adjoining frontage; and</p> <p>(ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3.0m above natural ground level at the side boundaries and a distance of 4.0m from the rear boundary to a building height of not more than 8.5m above natural ground level; and</p> <p>(b) only have a setback within 1.5m of a side boundary if the dwelling:</p> | <p>(a)(i) Compliant. The proposed deck and ancillary dwelling are setback 10m (primary frontage) and 5m (secondary frontage) from required frontages.</p> <p>(a)(ii) Non-compliant. Deck would not be contained within the prescribed building envelope 10.4.2A. The north-western corner of the sunroom would be outside the prescribed building envelope.</p> <p>Refer to “Issues” section of this report.</p> <p>(b)(i) Not applicable. Addressed in (b)(ii).</p> <p>(b)(ii) Non-compliant. The proposed ancillary dwelling would be 16.5m in length and would be 0.45m from the southern side boundary tapering out to 1m. There is an existing 8m long parapet wall which will remain and a new 8.5m long parapet wall is proposed to match the existing. The parapet wall is 3.5m high.</p> <p>The proposed deck would be 17.8m long with a portion greater than 9m within 1.5m from the side boundary.</p> |

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| <p>(i) does not extend beyond an existing building built on or within 0.2m of the boundary or the adjoining lot; or</p> <p>(ii) does not exceed a total length of 9.0m or one-third the length of the side boundary (whichever is the lesser).</p>   | <p>Refer to “Issues” section of this report.</p>  |
| <p><b>10.4.3 Site coverage and private open space for all dwellings</b></p>  |   |
| <p>10.4.3–(A1) Dwellings must have:</p> <p>(a) a site coverage of not more than 50% (excluding eaves up to 0.6m); and</p> <p>(b) for multiple dwellings, a total area of private open space of not less than 60.0m<sup>2</sup> associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(c) a site area of which at least 25% of the site area is free from impervious surfaces.</p> | <p>(a) Compliant. Site coverage of proposed development would be 29.84%.</p> <p>(b) Not applicable. No multiple dwelling development proposed.</p> <p>(c) Compliant. Area free from impervious surfaces would be 53%.</p> |

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| <p>10.4.3–(A2) A dwelling must have an area of private open space that:</p> <p>(a) is in one location and is at least:</p> <p>(i) 24.0m<sup>2</sup>; or</p> <p>(ii) 12.0m<sup>2</sup>, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(b) has a minimum horizontal dimension of:</p> <p>(i) 4.0m; or</p> <p>(ii) 2.0m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(c) is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and</p> <p>(d) is not located to the south, south-east or south-west of the dwelling, unless the area receives at least three hours</p> | <p>(a)(i) Compliant. Existing dwelling would have ample open space area, including an additional 82.62m<sup>2</sup> of private open space from the proposed deck (including sunroom) that would be accessed from the upper level of the dwelling.</p> <p>(a)(ii) Not applicable. Not a multiple dwelling.</p> <p>(b)(i) Compliant. From proposed deck area there would be an additional private open space area with a minimum horizontal dimension of 17.5m.</p> <p>(b)(ii) Not applicable. Satisfied by (b)(i).</p> <p>(c) Compliant. Private open space would be directly accessible from habitable rooms.</p> <p>(d) Compliant. Private open space is to the north/north-east of the dwelling.</p> <p>(e) Compliant. Private open space is not located between the dwelling and the primary frontage.</p> <p>(f) Compliant. Deck is flat.</p> |
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| <p>of sunlight to 50% of the area between 9.00am and 3.00pm on 21 June; and</p> <p>(e) is located between the dwelling and the frontage, only if the frontage is orientated between 30 degrees west of north and 30 degrees east of north, excluding any dwelling located behind another on the same site; and</p> <p>(f) has a gradient not steeper than 1 in 10; and</p> <p>(g) is not used for vehicle access or parking.</p> | <p>(g) Compliant. Private open space areas are clear of vehicle access and parking areas.</p> |
| <p><b>10.4.4 Sunlight and overshadowing for all dwellings</b></p>  |   |
| <p>10.4.4–(A1) A dwelling must have at least one habitable room (other than a bedroom) in which there is a window that faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A).</p>  | <p>Compliant.</p> <p>Habitable rooms face north.</p>  |
| <p>10.4.4–(A2) A multiple dwelling that is to the north of a window of a habitable room (other than a bedroom) of another dwelling on the same site, which window faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A), must be in accordance with (a) or (b), unless excluded by (c):</p> <p>(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4B):</p>    | <p>Not applicable.</p> <p>Not multiple dwelling development.</p>                              |

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

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| <ul style="list-style-type: none"> <li>(i) at a distance of 3.0m from the northern edge of the private open space; and</li> <li>(ii) vertically to a height of 3.0m above natural ground level and then at an angle of 45 degrees from the horizontal.</li> </ul> <p>(b) The multiple dwelling does not cause 50% of the private open space to receive less than three hours of sunlight between 9.00am and 3.00pm on 21 June.</p> <p>(c) That part, of a multiple dwelling, consisting of:</p> <ul style="list-style-type: none"> <li>(i) an outbuilding with a building height no more than 2.4m; or</li> <li>(ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6m from the multiple dwelling.</li> </ul> |  |
| <b>10.4.5 Width of openings for garages and carports for all dwellings</b>  |  |
| <p>10.4.5-(A1) A garage or carport within 12.0m of a primary frontage (whether the garage or carport is free-standing or part of the dwelling) must have a total width of openings facing the primary frontage of not more than 6.0m or half the width of the frontage (whichever is the lesser).</p>   | <p>Not applicable.</p> <p>No garage or carport proposed.</p> |



**10.4.6 Privacy for all dwellings**

10.4.6-(A1) A balcony, deck, roof terrace, parking space, or carport (whether freestanding or part of the dwelling), that has a finished surface or floor level more than 1.0m above natural ground level must have a permanently fixed screen to a height of at least 1.7m above the finished surface or floor level, with a uniform transparency of no more than 25%, along the sides facing a:

- (a) side boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 3.0m from the side boundary; and
- (b) rear boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 4.0m from the rear boundary; and
- (c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is at least 6.0m:
  - (i) from a window or glazed door, to a habitable room of the other dwelling on the same site; or

- (a) Non-compliant. Proposed deck (including sunroom) would be setback 1.13m from the north-eastern side boundary. The proposed deck and sunroom would not incorporate a permanently fixed screen along this elevation.

Refer to “Issues” section of this report.

- (b) Not applicable. No rear boundary setback on this site.
- (c)(i) Not applicable. Not a multiple dwelling.
- (c)(ii) Not applicable. Not a multiple dwelling.

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| <p>(ii) from a balcony, deck, roof terrace or the private open space, of the other dwelling on the same site.</p>   |  |
| <p>10.4.6–(A2) A window or glazed door, to a habitable room, of a dwelling, that has a floor level more than 1.0m above the natural ground level, must be in accordance with (a), unless it is in accordance with (b):</p> <p>(a) The window or glazed door:</p> <p>(i) is to have a setback of at least 3.0m from a side boundary; and</p> <p>(ii) is to have a setback of at least 4.0m from a rear boundary; and</p> <p>(iii) if the dwelling is a multiple dwelling, is to be at least 6.0m from a window or glazed door, to a habitable room, of another dwelling on the same site; and</p> <p>(iv) if the dwelling is a multiple dwelling, is to be at least 6.0m from the private open space of another dwelling on the same site.</p> | <p>(a)(i) Non-compliant. Proposed deck includes a portion to be enclosed as a sunroom. The 5.55m x 4.21m (23.3m<sup>2</sup>) enclosed sunroom would be greater than 1m above natural ground level and would be 1.2m from the north-eastern side boundary.</p> <p>Refer to “Issues” section of this report.</p> <p>(a)(ii) Not applicable. No rear boundary setback on this site.</p> <p>(a)(iii) Not applicable. Not a multiple dwelling.</p> <p>(a)(iv) Not applicable. Not a multiple dwelling.</p> <p>(b)(i) Not applicable. Satisfied by (a).</p> <p>(b)(ii) Not applicable. Satisfied by (a).</p> <p>(b)(iii) Not applicable. Satisfied by (a).</p> |

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| <p>(b) The window or glazed door:</p> <ul style="list-style-type: none"> <li>(i) is to be offset, in the horizontal plane, at least 1.5m from the edge of a window or glazed door, to a habitable room of another dwelling; or</li> <li>(ii) is to have a sill height of at least 1.7m above the floor level or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level; or</li> <li>(iii) is to have a permanently fixed external screen for the full length of the window or glazed door, to a height of at least 1.7m above floor level, with a uniform transparency of not more than 25%.</li> </ul> |   |
| <p>10.4.6–(A3) A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of at least:</p> <ul style="list-style-type: none"> <li>(a) 2.5m; or</li> <li>(b) 1.0m if:</li> </ul>  | <p>Not applicable.</p> <p>No shared driveway or parking spaces.</p> |

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| <ul style="list-style-type: none"> <li>(i) it is separated by a screen of at least 1.7m in height; or</li> <li>(ii) the window, or glazed door, to a habitable room has a sill height of at least 1.7m above the shared driveway or parking space, or has fixed obscure glazing extending to a height of at least 1.7m above the floor level.</li> </ul>  |  |
| <b>10.4.7 Frontage fences for all dwellings</b>   |  |
| <p>10.4.7-(A1) A fence (including a free-standing wall) within 4.5m of a frontage must have a height above natural ground level of not more than:</p> <ul style="list-style-type: none"> <li>(a) 1.2m if the fence is solid; or</li> <li>(b) 1.8m, if any part of the fence that is within 4.5m of a primary frontage has openings above a height of 1.2m which provide a uniform transparency of not less than 30% (excluding any posts or uprights).</li> </ul> | <ul style="list-style-type: none"> <li>(a) Not applicable. Satisfied by (b).</li> <li>(b) Compliant. Proposal includes fences along both frontages which would be 1.8m high.</li> </ul> <p>The fences would be 1.2m solid block with timber slats up to the 1.8m height to ensure a uniform transparency of not less than 30%.</p> |

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| <b>10.4.8 Waste storage for multiple dwellings</b>   |  |
| <p>10.4.8-(A1) A multiple dwelling must have a storage area, for waste and recycling bins, that is an area of at least 1.5m<sup>2</sup> per dwelling and is within one of the following locations:</p> <ul style="list-style-type: none"> <li>(a) in an area for the exclusive use of each dwelling, excluding the area in front of the dwelling; or</li> <li>(b) in a communal storage area with an impervious surface that: <ul style="list-style-type: none"> <li>(i) has a setback of at least 4.5m from a frontage; and</li> <li>(ii) is at least 5.5m from any dwelling; and</li> <li>(iii) is screened from the frontage and any dwelling by a wall to a height of at least 1.2m above the finished surface level of the storage area.</li> </ul> </li> </ul> | <p>Not applicable.</p> <p>Not multiple dwelling development.</p> |
| <b>10.4.9 Suitability of a site or lot for use or development</b>  |  |
| <p>10.4.9-(A1) A site or each lot on a plan of subdivision must:</p> <ul style="list-style-type: none"> <li>(a) have an area of not less than 330m<sup>2</sup> excluding any access strip; and</li> </ul>  | <p>(a) Compliant. Site area is 1,082m<sup>2</sup>.</p>           |

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| <p>(b) if intended for a building, contain a building area of not less than 10.0m x 15.0m:</p> <ul style="list-style-type: none"> <li>(i) clear of any applicable setback from a frontage, side or rear boundary;</li> <li>(ii) clear of any applicable setback from a zone boundary;</li> <li>(iii) clear of any registered easement;</li> <li>(iv) clear of any registered right of way benefiting other land;</li> <li>(v) clear of any restriction imposed by a Utility;</li> <li>(vi) not including an access strip;</li> <li>(vii) accessible from a frontage or access strip; and</li> <li>(viii) if a new residential lot, with a long axis within the range 30 degrees east of north and 20 degrees west of north.</li> </ul> | <p>(b)(i) Non-compliant. The development would not satisfy side setback for the proposed ancillary dwelling and proposed deck.</p> <p>The building area of the dwelling would be clear of both front boundaries.</p> <p>Refer to “Issues” section of this report.</p> <p>(b)(ii) Compliant. Proposed deck is 10m from Mission Hill Road (Utility zone).</p> <p>(b)(iii) Not applicable. No registered easements.</p> <p>(b)(iv) Not applicable. No registered right of way.</p> <p>(b)(v) Not applicable. No restriction imposed by a Utility.</p> <p>(b)(vi) Compliant. Development would be clear of access strip.</p> <p>(b)(vii) Compliant. Land is accessible from Mission Hill Road.</p> <p>(b)(viii) Not applicable. Not a new residential lot.</p> |
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| <p>10.4.9–(A2) A site or each lot on a subdivision plan must have a separate access from a road –</p> <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 –</p> <p style="padding-left: 40px;">(i) 3.6m for a single dwelling development; or</p> <p style="padding-left: 40px;">(ii) 6.0m for multiple dwelling development or development for a non-residential use; and</p> | <p>(a) Compliant. Existing access to a frontage to Mission Hill Road.</p> <p>(b) Not applicable. Satisfied by (a).</p> <p>(c)(i) Not applicable. Satisfied by (a).</p> <p>(c)(ii) Not applicable. Satisfied by (a).</p> <p>(d)(i) Compliant. Width of primary frontage is approximately 19.72m (Mission Hill Road).</p> <p>(d)(ii) Not applicable. Not multiple dwelling or non-residential development.</p> <p>(e) Compliant. Site has existing legal access to Mission Hill Road.</p> |
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| <p>(e) the relevant road authority in accordance with the <i>Local Government (Highways) Act 1982</i> or the <i>Roads and Jetties Act 1935</i> must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a proposed subdivision plan.</p> |  |
| <p>10.4.9–(A3) A site or each lot on a plan of subdivision must be capable of connecting to a water supply provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>.</p>   | <p>Compliant.</p> <p>The site is connected to the reticulated water system.</p>      |
| <p>10.4.9–(A4) A site or each lot on a plan of subdivision must be capable of draining and disposing of sewage and wastewater to a sewage system provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>.</p>   | <p>Compliant.</p> <p>The site is connected to the reticulated sewerage system.</p>   |
| <p>10.4.9–(A5) A site or each lot on a plan of subdivision must be capable of draining and disposing of stormwater to a stormwater system provided in accordance with the <i>Urban Drainage Act 2013</i>.</p>   | <p>Compliant.</p> <p>The site is connected to the reticulated stormwater system.</p> |



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| <b>10.4.10 Dwelling density for single dwelling development</b>  |   |
| 10.4.10-(A1)<br><br>(a) The site area per dwelling for a single dwelling must –<br><br>(i) be not less than 325m <sup>2</sup> .  | (a)(i) Compliant. Site area is 1,082m <sup>2</sup> .        |
| <b>10.4.11 Development other than a single or multiple dwelling</b>  |   |
| <b>10.4.11.1 Location and configuration of development</b>   |   |
| 10.4.11.1-(A1) The wall of a building must be set back from a frontage –<br><br>(a) not less than 4.5m from a primary frontage; and<br><br>(b) not less than 3.0m from any secondary frontage; or<br><br>(c) not less than and not more than the setbacks for any existing building on adjoining sites;<br><br>(d) not less than for any building retained on the site;<br><br>(e) in accordance with any building area shown on a sealed plan; or | Not applicable.<br><br>Proposed development is residential. |

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| (f) not less than 50.0m if the site abuts the Bass Highway.   |  |
| <p>10.4.11.1–(A2) All buildings must be contained within a building envelope determined by –</p> <p>(a) the applicable frontage setback;</p> <p>(b) a distance of not less than 4.0m from the rear boundary or if an internal lot, a distance of 4.5m from the boundary abutting the rear boundary of the adjoining frontage site;</p> <p>(c) projecting a line at an angle of 45 degrees from the horizontal at a height of 3.0m above natural ground level at each side boundary and at a distance of 4.0m from the rear boundary to a building height of not more than 8.5m above natural ground level if walls are setback –</p> <p>(i) not less than 1.5m from each side boundary; or</p> <p>(ii) less than 1.5m from a side boundary if –</p> <p>a. built against an existing wall of an adjoining building; or</p> <p>b. the wall or walls –</p> | <p>Not applicable.</p> <p>Proposed development is residential.</p> |

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| <ul style="list-style-type: none"> <li>i. have the lesser of a total length of 9.0m or one-third of the boundary with the adjoining land;</li> <li>ii. there is no door or window in the wall of the building; and</li> <li>iii. overshadowing does not result in 50% of the private open space of an adjoining dwelling receiving less than 3 hours of sunlight between 9.00am and 3.00pm on 21 June.</li> </ul> <p>(d) in accordance with any building envelope shown on a sealed plan of subdivision.</p> |  |
| <p>10.4.11.1 –(A3) Site coverage must:</p> <ul style="list-style-type: none"> <li>(a) not be more than 50%; or</li> <li>(b) not be more than any building area shown on a sealed plan.</li> </ul>  | <p>Not applicable.</p> <p>Proposed development is residential.</p> |
| <p>10.4.11.1 –(A4) A garage, carport or external parking area and any area for the display, handling, or storage of goods, materials or waste, must be located behind the primary frontage of a building.</p>  | <p>Not applicable.</p> <p>Proposed development is residential.</p> |

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| <p>10.4.11.1–(A5) Other than for a dwelling, the total width of openings in the frontage elevation of a garage or carport (whether freestanding or part of any other building) must be the lesser of:</p> <p>(a) 6.0m; or</p> <p>(b) half the width of the frontage.</p>   | <p>Not applicable.</p> <p>Proposed development is residential.</p> |
| <p><b>10.4.11.2 Visual and acoustic privacy for residential development</b></p>  |  |
| <p>10.4.11.2–(A1) A door or window to a habitable room or any part of a balcony, deck, roof garden, parking space or carport of a building must:</p> <p>(a) if the finished floor level is more than 1.0m above natural ground level:</p> <p>(i) be not less than 6.0m from any door, window, balcony, deck, or roof garden in a dwelling on the same site;</p> <p>(ii) be not less than 3.0m from a side boundary;</p> <p>(iii) be not less than 4.0m from a rear boundary; and</p> | <p>Not applicable.</p> <p>Proposed development is residential.</p> |

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| <p>(iv) if an internal lot, be not less than 4.5m from the boundary abutting a rear boundary of an adjacent frontage site; or</p> <p>(b) if less than the setbacks in clause A1(a):</p> <p>(i) be off-set by not less than 1.5m from the edge of any door or window of another dwelling;</p> <p>(ii) have a window sill height of not less than 1.8m above floor level;</p> <p>(iii) have fixed glazing or screening with a uniform transparency of not more than 25% in that part of a door or window less than 1.7m above floor level; or</p> <p>(iv) have a fixed and durable external screen other than vegetation of not less than 1.8m height above the floor level with a uniform transparency of not more than 25% for the full width of the door, window, balcony, deck, roof garden, parking space, or carport.</p> |  |
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| 10.4.11.2–(A2) An access strip or shared driveway, including any pedestrian pathway and parking area, must be separated by a distance of not less than 1.5m horizontally and 1.5m vertically from the door or window to a dwelling or any balcony, deck, or roof garden in a dwelling.  | Not applicable.<br><br>Proposed development is residential.  |
| <b>10.4.11.3 Frontage fences</b>  |  |
| 10.4.11.3–(A1) The height of a fence, including any supporting retaining wall, on or within a frontage setback must be:<br><br>(a) not more than 1.2m if the fence is solid; or<br><br>(b) not more than 1.8m provided that part of the fence above 1.2m has openings that provide a uniform transparency of not less than 30%. | Not applicable.<br><br>Proposed development is residential.  |
| <b>10.4.12 Setback of development for sensitive use</b>   |  |
| 10.4.12–(A1) A building containing a sensitive use must be contained within a building envelope determined by:<br><br>(a) the setback distance from the zone boundary as shown in the Table to this clause; and   | (a) Compliant. Proposed deck would be setback 10m from Mission Hill Road (Utility zone). The Scheme requires 10m.<br><br>(b) Compliant. Proposed deck would be setback 10m from Mission Hill Road (Utility zone). The Scheme requires 10m. |

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| <p>(b) projecting upward and away from the zone boundary at an angle of 45 degrees above the horizontal from a wall height of 3.0m at the required setback distance from the zone boundary.</p>   |  |
| <p>10.4.12–(A2) Development for a sensitive use must be not less than 50.0m from:</p> <p>(a) Bass Highway;</p> <p>(b) a railway;</p> <p>(c) land designated in the planning scheme for future road or rail purposes; or</p> <p>(d) a proclaimed wharf area.</p> | <p>(a) Compliant. Development would be approximately 930m from the Bass Highway.</p> <p>(b) Compliant. Development would be approximately 37m from a railway line.</p> <p>(c) Not applicable. No land designated for future road or rail.</p> <p>(d) Not applicable. The nearest proclaimed wharf area is in Devonport approximately 15km to the east.</p> |
| <p><b>10.4.13 Subdivision</b></p>   |  |
| <p>10.4.13–(A1) Each new lot on a plan of subdivision must be –</p> <p>(a) intended for residential use;</p> <p>(b) a lot required for public use by the State government, a Council, a Statutory authority or a corporation all the</p>                        | <p>Not applicable.</p> <p>No subdivision proposed.</p>   |

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| shares of which are held by or on behalf of the State, a Council or by a Statutory authority. |   |
| 10.4.13–(A2) A lot, other than a lot to which A1(b) applies, must not be an internal lot      | Not applicable.<br>No subdivision proposed.   |
| <b>10.4.14 Reticulation of an electricity supply to new lots on a plan of subdivision</b>     |   |
| 10.4.14–(A1) Electricity reticulation and site connections must be installed underground.     | Not applicable.<br>No subdivision proposed.   |
| CODES   |   |
| <b>E1 Bushfire-Prone Areas Code</b>   | Not applicable. Not a subdivision, hazardous or vulnerable use.   |
| <b>E2 Airport Impact Management Code</b>  | Not applicable. No Code in the Scheme.  |
| <b>E3 Clearing and Conversion of Vegetation Code</b>  | Not applicable. No clearing or conversion of vegetation.  |
| <b>E4 Change in Ground Level Code</b>   | Not applicable. No change in ground level greater than 1m or retaining walls closer than 1m and higher than 0.5m. |
| <b>E5 Local Heritage Code</b>   | Not applicable. No Local Heritage Code in the Scheme.   |
| <b>E6 Hazard Management Code</b>  | Not applicable. Not within a hazard mapped area.  |



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| <b>E7 Sign Code</b>  | Not applicable. No signage 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.<br>No Local Area Parking Scheme applies to the site.  |
| <b>E9.5 Use Standards</b>  |   |
| <b>E9.5.1 Provision for parking</b>  |   |
| <p>E9.5.1–(A1) Provision for parking must be:</p> <p>(a) the minimum number of on-site vehicle parking spaces must be in accordance with the applicable standard for the use class as shown in the Table to this Code;</p> | <p>(a) Compliant. Table E9A requires two car parking spaces for a residential dwelling, plus an additional car parking space for an ancillary dwelling. Development comprises an internal three bay car garage.</p> |

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| <b>E9.5.2 Provision for loading and unloading of vehicles</b>   |  |
| <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>   | Not applicable for the development of a single dwelling. |
| <b>E9.6 Development Standards</b>   |  |
| <b>E9.6.2 Design of vehicle parking and loading areas</b>   |  |
| E9.6.2 A1.1 All development must provide for the collection, drainage and disposal of stormwater; and   | Compliant by a Condition to be placed on the 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> | Not applicable for the development of a single dwelling. |

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| <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; and</p> <p>(g) Be formed and constructed with compacted sub-base and an all-weather surface.</p> |  |
| <p>E9.6.2–(A2) Design and construction of an access strip and vehicle circulation, movement and standing areas for use or development on land within the Rural Living, Environmental Living, Open Space, Rural Resource, or Environmental Management zones must be in accordance with the principles and requirements for in the current edition of Unsealed Roads Manual – Guideline for Good Practice ARRB.</p>   | <p>Not applicable.</p> <p>Land is zoned General Residential.</p>   |
| <p><b>E10 Water and Waterways Code</b></p>  | <p>Not applicable. Site is approximately 380m off Bass Strait.</p> |
| <p><b>Specific Area Plans</b></p>   | <p>No Specific Area Plans apply to this location.</p>              |

### *Issues –*

#### *1 Deck outside building envelope and setback to side boundary –*

The Scheme's Acceptable Solution 10.4.2–(A3) requires that a dwelling must be contained within a prescribed building envelope, this includes that the side of the dwelling does not exceed a total length of 9m if within 1.5m of the side boundary.

The proposal seeks a variation to this standard.

The proposal includes a north-eastern facing timber deck. The deck would be an upper level extension to the existing dwelling and would be, at the closest point, 1.13m from the north-eastern side boundary. This is the boundary shared with 12 Mission Hill Road.

The north-eastern facing deck projects 5.87m out from the existing dwelling at the development site. It would consist of a 23.3m<sup>2</sup> enclosed sunroom. The proposed deck and sunroom would not incorporate a permanently fixed screen along this elevation.

The deck would be 2.5m high off the development sites ground level with seven posts underneath. The deck would have a 1m high glass balustrade.

The sunroom would be enclosed with glass. The top north-western corner of the sunroom would be outside the prescribed building envelope.

Performance Criteria 10.4.2–(P3) states that the siting and scale of a dwelling must:

- (a) not cause unreasonable loss of amenity by
  - (i) reduction of sunlight to a habitable room of a dwelling on an adjoining lot; or
  - (ii) overshadowing the private open space of a dwelling on an adjoining lot; or
  - (iii) overshadowing of an adjoining vacant lot; or

- (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and
- (b) provide separation between dwellings on adjoining lots that is compatible with the prevailing in the surrounding area.

The proposal only has to satisfy either (i), (ii), (iii) or (iv) and must satisfy (b) for this Performance Criteria.

Note – Even though only one aspect of part (a) for this Performance Criteria needs to be satisfied for the development, due to the issues raised in a representation, all elements will be addressed.

*Overshadowing –*

Due to the steep topography of the land along Mission Hill Road and orientation of lots, each site receives some degree of shadow from adjoining properties.

Any additional shadow from the proposed deck would occur primarily into the development site. Some shadow would occur into the south portion of the adjoining north-eastern property. The shadow would be well clear of any habitable rooms or north facing private open space areas.

The proposed deck satisfies (a)(i) of Performance criteria 10.4.2–(P3) of the Scheme.

*Visual Impact –*

Due to the steep topography of Mission Hill Road, it is inevitable that a south-western property would be higher than the adjoining north-eastern property. This can create an overwhelming sense that the higher property looms over the lower property. However, this is the existing characteristic of development along Mission Hill Road.

The proposed deck would mean an upper floor extension that would protrude closer to the north-eastern boundary, and to the property on the lower side of the development site.

The proposed deck would be 1.13m from this boundary (at the closest point) and would be open underneath with seven posts to support the structure.

The proposed deck would be easily viewed (as is the existing dwelling) from the adjoining north-eastern lot due to the development site being higher. The development is for an upper floor deck which is open underneath. This design reduces the apparent bulk of the development when viewed.

The proposed deck satisfies (a)(i) of Performance Criteria 10.4.2-(P3) of the Scheme.

### *Pattern of separation –*

The pattern of separation between residential buildings would not be substantially different to other residential development approved in this area. Dwellings and associated outbuildings are constructed to achieve maximum site coverage and, despite the variation to the building envelope and boundary setback, the proposed deck would not be dissimilar to the established pattern of development in the area.

## 2 *Privacy standards for the proposed deck –*

### *Deck –*

The Scheme's Acceptable Solution 10.4.6-(A1) requires that a deck that has a finished surface or floor level more than 1m above natural ground level must have a permanently fixed screen to a height of at least 1.7m above the finished surface or floor level, with a uniform transparency of no more than 25% along the sides facing a side boundary if setback within 3m.

The proposal seeks a variation to this standard.

The proposed deck which includes an enclosed sunroom, would be 2.5m high above natural ground level and would be setback 1.13m tapering out to 1.68m, along the north-eastern boundary.

The timber deck would have a 1m high glass balustrade. The timber deck wraps around the southern side of the existing dwelling. Access would be via the upper floor living/dining area, or via stairs from the ground level at the front of the development sites dwelling.

No permanently fixed screen along the north-eastern side of the deck and sunroom is proposed.

Performance Criteria 10.4.6–(P1) states that the deck must be screened, or otherwise designed, to minimise overlooking of: –

- (a) a dwelling on an adjoining lot or its private open space; or
- (b) another dwelling on the same site or its private open space; or
- (c) an adjoining vacant residential lot.

The proposed development would have to satisfy 10.4.6–(P1)(a) as the other two options are not applicable.

As no screen is proposed for the deck and sunroom, the applicant is relying on the design element of the Performance Criteria.

Currently, the existing dwelling has potential to overlook the adjoining lower north–eastern habitable rooms and private open space area. This is inevitable due to the steep topography of the area. This is also the existing characteristic of development along Mission Hill Road.

Even though the proposed deck (including sunroom) would be closer to the adjoining north–eastern property, the actual angle to overlook into the habitable rooms of the adjoining dwelling would change.

Due to the steep topography and height of the proposed deck, the potential overlook to the adjoining property would be more likely over the adjoining dwelling’s roof. This is because the angle to look into the habitable rooms would be at a steeper angle due to the height difference between the deck and adjoining habitable rooms.

In some ways, the extension of the deck would enable a less intrusive overlook onto the adjoining property’s habitable rooms.

As mentioned, the potential for the existing dwelling to overlook into the adjoining lower north–eastern private open space is existing. The extension of the deck closer to the boundary would not create any greater overlook into the adjoining private open space. It would change the overview slightly.

Unfortunately, it would be impossible to not have overlook into adjoining habitable rooms and private open space when dwellings are situated on a steep hill and in a built up residential area such as Mission Hill Road.

It is reasonable to say that due to the steep topography and the location of the adjoining dwelling and private open space, the proposed deck may decrease the potential to overlook as the angle of the overlook would be more likely over the adjoining dwelling's roof.

### *Sunroom –*

The Scheme's Acceptable Solution 10.4.6–(A2) requires that a window or glazed door, to a habitable room, of a dwelling, that has a floor level greater than 1m above natural ground level, must be setback 3m from a side boundary or is to be offset, in a horizontal plan, at least 1.5m from the edge of a window or glazed door, to a habitable room of another dwelling.

The proposal seeks a variation to this standard.

The proposed deck includes an enclosed glassed sunroom. This sunroom would be 2.5m from the development sites natural ground level and would be setback between approximately 1m, tapering to approximately 1.2m from the north-eastern side boundary.

The adjoining north-eastern dwelling has a living room and kitchen approximately 8m from the sunroom. The kitchen would be relatively in line with the proposed sunroom, but at a much lower ground level.

Performance Criteria 10.4.6–(P2) states that the sunroom must be screened, or otherwise located or designed, to minimise direct views to a window or glazed door, to a habitable room of another dwelling.

As no screen is proposed for the sunroom, the applicant is relying on the location and design element of the Performance Criteria.

Due to the distance vertically between the proposed sunroom and the adjoining kitchen and living room, the angle to look into those windows would be at a steeper angle than what the overlook would currently be from the development sites upper level living/dining rooms.

There would be approximately between 4m to 5m height difference between the proposed sunroom and the adjoining north-eastern dwelling's living room.

As the proposed sunroom would be approximately 8m away and approximately 4m to 5m higher than the adjoining habitable rooms, it



would be considered that the potential outlook from the sunroom would be over the roofline of this dwelling.

3 *Setback of ancillary dwelling to side boundary –*

As mentioned above for the setback of the deck to a side boundary, the Scheme's Acceptable Solution 10.4.2–(A3) requires that a dwelling must be contained within a prescribed building envelope, this includes that the side of the dwelling does not exceed a total length of 9m if within 1.5m of the side boundary.

The proposal seeks a variation to this standard.

The proposed ancillary dwelling would be 16.5m in length and would be 0.45m tapering out to 1m from the south-western side boundary.

The ancillary dwelling would replace an existing smaller “granny flat” that is on the site. There is an existing 8m long parapet wall which will remain and a new 8.5m long parapet wall is proposed to match the existing. The parapet wall is 3.5m high.

As the development site is on the north-eastern side of the adjoining property, the applicant has provided shadow plans to illustrate the extent of shadow that would occur on the south-western property.

Shadow plans indicate a level of shadow to be cast onto the adjoining property. However, this would be contained to the adjoining property's garage and driveway. The shadow would be well clear of any habitable rooms or north facing private open space areas.

Performance Criteria 10.4.2–(P3) states that the sitting and scale of a dwelling must:

- (a) not cause unreasonable loss of amenity by
  - (i) reduction of sunlight to a habitable room of a dwelling on an adjoining lot; or
  - (ii) overshadowing the private open space of a dwelling on an adjoining lot; or
  - (iii) overshadowing of an adjoining vacant lot; or

- (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and
- (b) provide separation between dwellings on adjoining lots that is compatible with the prevailing in the surrounding area.

The shadow plans provided by the applicant indicate that the proposed ancillary dwelling would not have any unreasonable impact to the adjoining property.

Furthermore, due to the topography of the land, with the development site being lower than the adjoining south-western property, the potential to overlook the adjoining property is negligible. The existing parapet wall and proposed extension to the parapet wall creates a visual separation between to two properties.

*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          | No comment.            |
| TasWater                         | Referral not required. |
| Department of State Growth       | Referral not required. |
| Environment Protection Authority | Referral not required. |
| TasRail                          | Referral not required. |
| Heritage Tasmania                | Referral not required. |
| Crown Land Services              | Referral not required. |
| Other                            | Referral not required. |

*CONSULTATION*

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

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

*Representations –*

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

The representation is summarised and responded to as follows:

| MATTER RAISED   | RESPONSE   |
|---|--|
| 1 The proposed deck (which includes a sunroom) would cause unreasonable loss of amenity to the occupants of No. 12 by overshadowing the habitable rooms and private open space. | <p>The property at 12 Mission Hill Road is situated to the north-east of the development site. Due to the steep topography of the land, 12 Mission Hill Road is also situated substantially lower than the development site.</p> <p>Due to the orientation of the development site and the representors site, the shadow that may be cast from the proposed deck would fall primarily on the development site.</p> <p>The representor has provided some shadow plans. These indicate the potential additional shadow from the proposed deck, onto the representors property.</p> <p>The plans show additional shadow into the representors property in the</p> |

|  |  |
|--|--|
|  | <p>late afternoon, during spring and summer.</p> <p>It is inevitable that some shadow would be cast onto adjoining properties in a built up residential area and when the lots are orientated as they are along Mission Hill Road.</p> <p>However, the amount of shadow that would be cast into the adjoining north-eastern lot would be well clear of any habitable rooms or north facing private open space areas.</p> <p>The Scheme states that as long as the adjoining property has three hours or more of sunlight to habitable rooms and private open space areas, then it is not considered unreasonable.</p> <p>It is noted that the representor currently has some overshadow to their habitable rooms and private open space (along the driveway).</p> <p>As per picture 3 in Annexure 4, this shadow is caused by the representors dwelling. Unfortunately, this is due to the orientation of their lot and the position of their dwelling.</p> <p>As mentioned, this is inevitable when development is on lots as orientated along Mission Hill Road.</p> <p>Even though some additional shadow may occur into the adjoining property over and above the existing, it is not considered unreasonable.</p> |
|--|--|

|  |  |
|--|--|
|  | <p>For further discussion on the development of the proposed deck (including sunroom), refer to the "Issues" section of this report.</p>   |
| <p>2 The proposed deck (which includes a sunroom) would cause unreasonable loss of amenity to the occupants of No. 12 due to the visual impact caused by the apparent scale, bulk and proportions of the proposed development.</p> | <p>The property at 12 Mission Hill Road is located below the development site.</p> <p>There is an existing 2m high retaining wall along the common boundary between both sites.</p> <p>It is understood that the occupants at 12 Mission Hill Road feel like the dwelling on the development site is visually intrusive. Furthermore, with the proposed deck, this would feel like they are dominated by the development on the adjoining higher lot.</p> <p>The proposed deck would be easily viewed (as is the existing dwelling) from the occupants at 12 Mission Hill Road due to the development site being higher. The development is for an upper floor deck which is open underneath. This design reduces the apparent bulk of the development when viewed.</p> <p>The proposed deck would be 2.5m off the development site ground level, there is also a 2m high retaining wall between the representors living area and kitchen. The vertical distance between the proposed deck and the representors living area and kitchen would be between 4m to 5m. The horizontal distance between the proposed deck</p> |

|   |  |
|---|--|
|   | <p>and the representors living area/dining room would be approximately 8m.</p> <p>It is considered that there is sufficient distance both vertically and horizontally between the proposed deck and the representors living area and kitchen for separation between both sites.</p> <p>The proposed deck would not be dissimilar to the established pattern of development in the area.</p> <p>For further discussion on the development of the deck (including sunroom), refer to the "Issues" section of this report.</p>  |
| <p>3 Proposed retaining wall along common boundary hasn't been addressed under the Change in Ground Level Code.</p> | <p>The representor mentions that the application should have addressed the Change in Ground Level Code. This is because the existing 2m retaining wall on the common boundary is to be replaced with a 1m high retaining wall.</p> <p>This is incorrect. There is an existing retaining wall along the common boundary which is not being changed as part of this proposal.</p> <p>The proposal does include a new stepped down retaining wall running parallel to the existing common boundary. This proposed retaining wall is approximately 36m long, and not higher than 1m. It does not invoke the Change in Ground Level Code.</p> |

|  |  |
|--|--|
|  | <p>It appears the confusion is from wording in the accompanying planning report which states “a 1m high retaining wall is also proposed along this boundary due to the existing slope of the site. The retaining wall is on the upper side of the slope”.</p> <p>The site plan clearly shows the existing retaining wall along the common boundary would remain. A proposed retaining wall is proposed to support the proposed deck structure.</p> |
|--|--|

*RESOURCE, FINANCIAL AND RISK IMPACTS*

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

*CORPORATE COMPLIANCE*

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

The Environment and Sustainable Infrastructure

- Develop and manage sustainable built infrastructure.

*CONCLUSION*

The representation does not contain sufficient merit to justify the addition of any restrictive condition to a Permit issued, or refusal of the development.

Due to the steep topography of the lots in Mission Hill Road, it is inevitable that some overlooking and shadowing would occur into adjoining properties. It is not uncommon for adjoining dwellings to be clearly visible from the adjoining lower site.

It is reasonable to say that due to the steep topography of the land, that the proposed deck may actually decrease the potential to overlook into the

habitable rooms at 12 Mission Hill Road. This is because the angle of the overlook would be more likely to be over the dwelling roofline.

It is considered the proposal satisfies the Scheme's relevant Performance Criteria and approval of the deck (including sunroom) and replacement of an ancillary dwelling is justified.

The land is zoned General Residential.

In summary, the development satisfies the key Local Area Objectives for the zone:

- 1 Suburban residential areas make efficient use of land and optimise available and planned infrastructure provision through a balance of infill and redevelopment of established residential areas and the incremental release of new land.
- 2 Suburban residential areas provide equivalent opportunity for single dwelling and multiple dwelling developments and for shared and supported accommodation through private, public and social investment.

It is considered appropriate the proposed development be approved, subject to conditions.

*Recommendation –*

It is recommended that the application for Residential (deck and replacement of an ancillary dwelling) – variation to building envelope, side boundary setback standard and privacy standard at 14 Mission Hill Road, Penguin be approved subject to the following conditions and notes:

- 1 The development must be substantially in accordance with the plans by PLA Designs, Drawing Nos. 18002-02, 18002-04, 18002-05, 18002-08, 18002-09, 18002-10, 18002-11, 18002-12 and 18002-13, Revision A dated 27 June 2018 and Drawing Nos. 18002-03, 18002-06 and 18002-07 dated 27 June 2018 unless modified by a condition of this Permit.
- 2 Stormwater, including from vehicle parking and manoeuvring areas, must be collected, drained and disposed of to an approved stormwater system.



Please note:

- 1 A Planning Permit remains valid for two years. If the use and/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 The proposed development fits within the criteria of Category 4 – Building Permit Work and Category 3 – Notifiable Plumbing Work when assessed against the Director’s Determinations issued under the *Building Act 2016*. Accordingly, an application for a Building Permit is to be made to the Council’s Building Permit Authority, and an application for a Certificate of Likely Compliance – Plumbing Work is to be made to the Council’s Plumbing Permit Authority.’

The report is supported.”

The Executive Services Officer reported as follows:

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

■ Cr Bloomfield moved and Cr van Rooyen seconded, “That the application for Residential (deck and replacement of an ancillary dwelling) – variation to building envelope, side boundary setback standard and privacy standard at 14 Mission Hill Road, Penguin be refused on the following grounds:

- 1 The proposal is not able to satisfy the Performance Criteria relative to “building must be contained within a prescribed building envelope” as stipulated under Clause 10.4.2 – (P3), in that the visual impacts cause by the apparent scale and bulk of the proposal when viewed from No. 12 Mission Hill Road is unreasonable.
- 2 The proposal is not able to satisfy Performance Criteria relative to “deck must be screened, or otherwise designed to minimise overlooking” as stipulated under Clause 10.4.6 – (P1), in that no screen has been proposed along the north-eastern elevation of the deck (including sunroom) to provide some degree of privacy for the occupants at No. 12 Mission Hill Road. Furthermore, it is not considered that the design of the proposal minimises overlooking into the occupants at No. 12 Mission Hill Road.”

### Voting for the motion

(2)

Cr Bloomfield

Cr van Rooyen

### Voting against the motion

(7)

Cr Bonde

Cr Carpenter

Cr Diprose

Cr Downie

Cr Howard

Cr Tongs

Cr Viney

### Motion

Lost

■ Cr Viney moved and Cr Carpenter seconded, “That the application for Residential (deck and replacement of an ancillary dwelling) – variation to building envelope, side boundary setback standard and privacy standard at 14 Mission Hill Road be approved subject to the following conditions and notes:

- 1 The development must be substantially in accordance with the plans by PLA Designs, Drawing Nos. 18002-02, 18002-04, 18002-05, 18002-08, 18002-09, 18002-10, 18002-11, 18002-12 and 18002-13, Revision A dated 27 June 2018 and Drawing Nos. 18002-03, 18002-06 and 18002-07 dated 27 June 2018 unless modified by a condition of this Permit.
- 2 Stormwater, including from vehicle parking and manoeuvring areas, must be collected, drained and disposed of to an approved stormwater system.

### Please note:

- 1 A Planning Permit remains valid for two years. If the use or development has not substantially commenced within this period, an extension of time may be granted if a request is made before this period expires. If the Permit lapses, a new application must be made.
- 2 ‘Substantial commencement’ is the submission and approval of a Building Permit or engineering drawings and the physical commencement of infrastructure works on the site or bank guarantee to undertake such works.
- 3 The proposed development fits within the criteria of Category 4 – Building Permit Work and Category 3 – Notifiable Plumbing Work when assessed against the Director’s Determinations issued under the *Building Act 2016*. Accordingly, an application for a Building Permit is to be made to the Council’s Building Permit Authority, and an application for a Certificate of Likely Compliance – Plumbing Work is to be made to the Council’s Plumbing Permit Authority.”

Carried unanimously

INFRASTRUCTURE SERVICES

**226/2018     Tenders for bridge replacement – Gawler River, Isandula Road, Gawler**

The Director Infrastructure Services reported as follows:

“The Engineering Group Leader has prepared the following report:

*‘PURPOSE*

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

*BACKGROUND*

Isandula Road runs south from Preston Road and links through to Castra providing access to private property and forestry land.

The structure was built in 2000 and consists of concrete deck panels over timber beams. The bridge is approaching the end of its life with a 15-tonne load limit currently in place due to excessive deflection of the beams.

Repairs were carried out in 2011 after the bridge abutment suffered damage from flooding of the Gawler River.

The bridge has been identified for replacement with a dual lane bridge based on the strategic nature of Isandula Road, providing a north-south link within the municipality.

Funding has been approved for this project under the Australian Government’s Bridges Renewal Program.

*DISCUSSION*

Tenders were called for the replacement of the bridge on 2 June 2018 and closed at 2.00pm on 3 July 2018.

A conforming standard was outlined in the design brief for the structure.

Submissions from three tenderers were received as follows (including GST and \$40,000 contingency):

| TENDERER                        | PRICE \$          |
|---------------------------------|-------------------|
| BridgePro Engineering P/L       | 801,360.00        |
| TasSpan Civil Contracting P/L   | 820,154.10        |
| VEC Civil Engineering P/L       | 972,442.00        |
| <i>ESTIMATE (EXCLUDING GST)</i> | <i>525,000.00</i> |

The existing structure is approx. 11.0m clear span and 4.5m clear width between barriers. The brief asked for a structure with a 20.0m clear span and 8.0m clear width between barriers.

With prices coming in substantially higher than expected, two options were considered.

- 1 Proceed based on the existing scope and prices. Additional funding would be re-allocated from other projects within the council's capital program.
- 2 Revise the scope of work and re-tender. The bridge could be reduced to a 15.0m clear span and 6.7m clear width between barriers and still comply with relevant standards, Australian Government funding requirements and would still improve waterway capacity.

Option 2 was considered most appropriate based on minimising the impact on other capital works and the capacity to reduce the scope with minimal impact on serviceability. The revised scope will have no effect on the life-cycle cost of the bridge.

Each of the three contractors were requested to re-tender based on revised dimensions outlined in option 2.

This information was required to be submitted by 2.00pm on 31 July 2018.

Submissions from all three tenderers were received as follows (including GST and \$40,000 contingency):

| TENDERER                        | PRICE \$          |
|---------------------------------|-------------------|
| BridgePro Engineering P/L       | 528,180.00        |
| TasSpan Civil Contracting P/L   | 633,094.70        |
| VEC Civil Engineering P/L       | 685,782.00        |
| <i>ESTIMATE (EXCLUDING GST)</i> | <i>525,000.00</i> |

Following is an outline of each option from the three tenderers:

## INFRASTRUCTURE SERVICES

| TENDERER                      | LENGTH BETWEEN<br>ABUTMENTS (M) | CLEAR<br>WIDTH (M) | SUPERSTRUCTURE  | SUBSTRUCTURE  |
|-------------------------------|---------------------------------|--------------------|---|---|
| BridgePro Engineering P/L     | 15.5                            | 7.2                | Precast prestressed concrete with galvanised SHS barriers.    | Driven steel tubular piles with full depth abutments and wingwalls.               |
| TasSpan Civil Contracting P/L | 15.0                            | 6.7                | Precast prestressed concrete with galvanised w-beam barriers. | Driven steel universal column (UC) piles with full depth abutments and wingwalls. |
| VEC Civil Engineering P/L     | 15.0                            | 6.7                | Precast prestressed concrete with galvanised w-beam barriers. | Driven steel universal column (UC) piles with full depth abutments and wingwalls. |

The three tenderers offer construction programs in compliance with the specified completion date of the 30 December 2018.

These tenderers have previously carried out work successfully for the Council and are recognised as being competent to perform the works with their structures conforming to relevant standards.

The preferred option for any bridge replacement is with a permanent concrete structure as there are low lifecycle and maintenance costs.

Designs from each tenderer provide for permanent concrete options. These designs are similar in that they propose a structural concrete deck sitting on concrete abutments over piled footings with a 100-year design life.

The Council uses a weighted tender assessment method based on:

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

BridgePro Engineering P/L achieved the highest rating based on this method (a copy of the confidential tender assessments is attached to this report).

### *CONSULTATION*

This item has followed a public tendering process.

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

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

This project is included in the 2018–2019 capital budget and is 50% funded through the Australian Government Bridges Renewal Programme.

The tender from BridgePro Engineering P/L is just under budget and the price includes a conservative amount of \$40,000 for contingency items and it is not expected that this item will be fully expended.

*CORPORATE COMPLIANCE*

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

A Connected Central Coast

- Provide for a diverse range of movement patterns.

The Environment and Sustainable Infrastructure

- Develop and manage sustainable built infrastructure.

Council Sustainability and Governance

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

*CONCLUSION*

It is recommended that the conforming tender from BridgePro Engineering P/L for the sum of \$480,163.64 (exc. GST) [\$528,180.00 (incl. GST)] for the replacement of the Gawler River bridge on Isandula Road, Gawler be accepted and approved by the Council.'

The Engineering Group Leader's report is supported."

The Executive Services Officer reported as follows:

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

■ Cr Carpenter moved and Cr van Rooyen seconded, "That the conforming tender from BridgePro Engineering P/L in the amount of \$528,180.00 (incl. GST) for the replacement of the Gawler River bridge on Isandula Road, Gawler be accepted."

Carried unanimously

**227/2018 Expressions of Interest and Standing Tenders 2018–2021**

The Director Infrastructure Services reported as follows:

*"PURPOSE*

The purpose of this report is to consider the expressions of interest for the supply and delivery of bitumen emulsion, supply of hotmix asphalt, supply and delivery of ready-mixed concrete, asphalt surfacing, sprayed bituminous surfacing, plant hire

and quarry and landscaping materials, and the standing tender for supply of personal protective equipment and clothing for the 2018–2021 financial years.

### *BACKGROUND*

The Engineering Group Leader reported as follows:

‘The annual tender process comprised the following:

*Preferred Supplier Lists – three years (Other suppliers can come in at any time)*

- . supply of bitumen emulsion;
- . supply of hotmix asphalt;
- . supply and delivery of ready-mixed concrete;
- . plant hire;
- . quarry and landscaping materials.

*Multiple Use Register – three years (Other suppliers can come in at any time)*

- . hotmix asphalt surfacing;
- . sprayed bituminous surfacing.

*Standing Tender – three years*

- . supply of personal protective equipment and clothing.

Expressions of interest and standing tenders were called for the supply of bitumen emulsion, supply of hotmix asphalt, supply and delivery of ready-mixed concrete, hotmix asphalt surfacing, sprayed bituminous surfacing, plant hire, quarry and landscaping materials and supply of personal protective equipment and clothing on 22 June 2018 and closed on 18 July 2018. The expressions of interest and tender were advertised in The Advocate newspaper and also on the Council’s internet portal, Tenderlink.

Expressions of interest were received from the following companies:

- 1 *Supply of bitumen emulsion –*
  - . Hardings Hotmix P/L;
- 2 *Supply of hotmix asphalt –*
  - . Hardings Hotmix P/L;
  - . Roadways;
- 3 *Ready-mixed concrete –*
  - . Hanson Construction Materials;
  - . Hazell Bros Group P/L;



4 *Plant hire –*

- . Gazza's Digga;
- . D & G Marshall P/L;
- . Greg Rawlings Bulldozing Contractor;
- . Hardings Hotmix P/L;
- . Hirequip (Tas) P/L;
- . LK Bourke & Sons Excavations P/L;
- . Sherrin Rentals P/L;
- . Tim Gee Earthmoving;
- . Xrock Contracting P/L;

5 *Quarry and landscaping materials –*

- . Hazell Bros Group P/L;
- . Gadtech Materials P/L;
- . Walters Contracting P/L;
- . D & G Marshall P/L;
- . Ulverstone Quarries;
- . Treloar Transport;
- . LK Bourke & Sons Excavations P/L;

6 *Hotmix asphalt surfacing –*

- . Hardings Hotmix P/L;
- . Roadways P/L;
- . Venarchie;

7 *Sprayed bituminous surfacing –*

- . Hardings Hotmix P/L;
- . Roadways P/L;
- . Venarchie.

Standing Tenders were received from the following companies:

8 *Supply of Personal Protective Equipment and Clothing –*

- . RSEA Safety;
- . M & V Booth P/L (Maveric Clothing);
- . Take 2 Embroidery P/L.

*DISCUSSION*

Expressions of Interest –

1 *Supply of bitumen emulsion*

2 *Supply of hotmix asphalt*

3 *Supply and delivery of ready-mixed concrete*

- 4      *Plant hire*
- 5      *Quarry and landscaping materials*

Expressions of interest were received from the listed contractors. Following assessment and confirmation of their suitability, their names will be placed on Preferred Supplier List (PSL) for each category from 2018–2019 to 2020–2021 financial years.

Companies and individuals may be added to the register during the contract period provided they meet the criteria. Companies and individuals failing to meet these criteria during the contract period may be removed from the register.

When a project or requirement has been defined the PSL will be used to select a supplier for the project. Materials/plant will be selected to suit the requirements of the individual project. This process has been adopted to give flexibility to select the material best suited to the purpose and/or who has the best quality, price or availability.

A supplier for the project will be selected on the following criteria:

- availability;
- pricing;
- location;
- performance.

Expressions of Interest –

- 6      *Hotmix asphalt surfacing; and*
- 7      *Sprayed bituminous surfacing*

The Suppliers are listed on a Multiple–Use Register following assessment in accordance with the Council’s Purchasing and Procurement Policy. Quotations are requested from all registered suppliers when projects are ready. Because we already have all the relevant information from the suppliers, we can limit our assessment at the time of quotation to price and availability. This system has proved successful and has therefore been continued this year.

Expressions of interest were received from the listed contractors. Following assessment and confirmation of their suitability, their names will be placed on a multiple–use register and the listed contractors will be requested to provide quotations for projects as required. This includes the urban and rural reseal programs.

Standing Tenders –

*8 Supply of personal protective equipment and clothing*

All submissions for supply of personal protective equipment and clothing meet the tender requirements and would be considered acceptable. Tenders were evaluated using a weighted scoring system which considers availability, location/store, quality, supply/delivery timeframes, sales support and customer service, availability for supply of logos and tender price. Based on the evaluation, M & V Booth P/L (Maveric Clothing) was assessed as the preferred tenderer.

*CONSULTATION*

This item has no effect in relation to consultation.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

Use of tendered materials is included within capital works and maintenance budget items for Tenders 1 – 7.

The budget amount for supply of personal protective equipment and clothing is \$25,000.00.

*CORPORATE COMPLIANCE*

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

Community Capacity and Creativity

- . Facilitate entrepreneurship in the business community.

The Environment and Sustainable Infrastructure

- . Develop and manage sustainable built infrastructure.

Council Sustainability and Governance

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

*CONCLUSION*

- 1 Expressions of interest were received for supply of bitumen emulsion will be placed on a Preferred Supplier List.
- 2 Expressions of interest received for supply of hotmix asphalt will be placed on a Preferred Supplier List.

- 3 Expressions of interest received for supply and delivery of ready-mixed concrete will be placed on a Preferred Supplier List.
- 4 Expressions of interest received for plant hire will be placed on Preferred Supplier List.
- 5 Expressions of interest received for quarry and landscaping materials will be placed on a Preferred Supplier List.
- 6 Expressions of interest received for hotmix asphalt surfacing will be placed on a Multiple-Use register.
- 7 Expressions of interest received for sprayed bituminous surfacing will be placed on a Multiple-Use register.
- 8 Standing Tender for Personal Protective Equipment and Clothing submitted by M & V Booth P/L (Maveric Clothing) be accepted by the Council.'

The Engineering Group Leader's report is supported."

The Executive Services Officer reported as follows:

■ Cr van Rooyen moved and Cr Viney seconded, "That the following suppliers be placed on Preferred Supplier Lists:

- 1 *Supply of bitumen emulsion –*
  - . Hardings Hotmix P/L;
- 2 *Supply of hotmix asphalt –*
  - . Hardings Hotmix P/L;
  - . Roadways;
- 3 *Ready-mixed concrete –*
  - . Hanson Construction Materials;
  - . Hazell Bros Group P/L;
- 4 *Plant hire –*
  - . Gazza's Digga;
  - . D & G Marshall P/L;
  - . Greg Rawlings Bulldozing Contractor;
  - . Hardings Hotmix P/L;
  - . Hirequip (Tas) P/L;
  - . LK Bourke & Sons Excavations P/L;

- . Sherrin Rentals P/L;
- . Tim Gee Earthmoving;
- . Xrock Contracting P/L;

**5 Quarry and landscaping materials –**

- . Hazell Bros Group P/L;
- . Gadtech P/L;
- . Walters Contracting P/L;
- . D & G Marshall P/L;
- . Ulverstone Quarries;
- . Treloar Transport;
- . LK Bourke & Sons Excavations P/L;

and that the following suppliers be placed on Multiple-Use Registers:

**6 Hotmix asphalt surfacing –**

- . Hardings Hotmix P/L;
- . Roadways P/L;
- . Venarchie;

**7 Sprayed bituminous surfacing –**

- . Hardings Hotmix P/L;
- . Roadways P/L;
- . Venarchie;

for the 2018–2019 to 2020–2021 financial years and that the following standing tender be accepted:

**8 Supply of Personal Protective Equipment and Clothing –**

- . M & V Booth P/L (Maveric Clothing)."

Carried unanimously

**228/2018 Public question time**

The Mayor introduced public question time at 6.45pm.

Mr John Hallam – Forth

Question 1 –

“At a recent Forth Community Meeting a resident raised the matter of a footpath being constructed at the bottom of Kindred and Forth Roads to enable better disabled access, has there been any further development?”

Response:

The Mayor referred the matter to the Director Infrastructure Services who advised that the footpath program is being reviewed and the area is included on the Council’s five-year plan. A response and update will be provided to the resident.

Question 2–

“Has the report from the EPA in relation to the illegal dumping in Forth been received, and is it available for public viewing? Furthermore, requests for the report were made via Devonport City Council and the EPA, to no avail.”

Response:

The Mayor referred the matter to the Director Community Services who advised that a letter from the EPA was received however, no report was appended. The General Manager will submit a request to the EPA for supporting documentation to correspondence received on 28 March 2018 and if obtainable, ask if it can be released to both Council and the public.

Questions and replies concluded at 6.52pm.

### **229/2018     School Bus Stop Shelter Policy (194/2010 – 21.05.2010)**

The Director Infrastructure Services reported as follows:

“The Assets & Facilities Group Leader has prepared the following report:

#### *‘PURPOSE*

The purpose of this report is to consider the adoption by the Council of the revised School Bus Stop Shelter Policy (the Policy).

#### *BACKGROUND*

At the Council meeting held on 21 June 2010 (Minute No. 194/2010) the Council adopted the Policy.

This Policy required a cyclic revision to be undertaken to reflect any changes in practices, legislation etc. A copy of the Policy is appended to this report.

### *DISCUSSION*

The main purpose of the Policy is to provide a policy and procedure for the erection of school bus stop shelter structures within Central Coast.

It will provide clear, accurate and consistent advice to the community regarding the requirements for provision and reception of school bus stop shelters.

The Policy will assist applicants and the community to become aware of the guidelines for the erection of school bus stop shelters and enable Council officers to provide accurate and consistent assessment of applications for a shelter.

### *CONSULTATION*

The Policy was reviewed internally to reflect any changes in practice or legislation. As there were no changes identified during the review, consultation was not required.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

There will be costs associated with the fabrication and erection of the shelters and this can be accommodated within the existing budget allocation.

If applications received in one year exceed the budget allocation, following suitable assessment, consultation and consideration in accordance with the assessment criteria a priority list will be developed

### *CORPORATE COMPLIANCE*

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

The Environment and Sustainable Infrastructure

- . Develop and manage sustainable built infrastructure.

### *CONCLUSION*

It is recommended that the School Bus Stop Shelter Policy dated June 2018 be adopted.'

The Assets & Facilities Group Leader's report is supported."

The Executive Services Officer reported as follows:

"A copy of the School Bus Stop Shelter Policy dated June 2018 has been circulated to all Councillors."

■ Cr van Rooyen moved and Cr Tongs seconded, "That the School Bus Stop Shelter Policy dated June 2018 (a copy being appended to and forming part of the minutes) be adopted."

Carried unanimously



## ORGANISATIONAL SERVICES

### 230/2018      Creation of an Animal Control By-law (368/2017 – 11.12.2017)

The Director Organisational Services reported as follows:

#### *“PURPOSE*

The purpose of this report is to consider the adoption by the Council of the draft Animal Control By-law and commence the community consultation process.

#### *BACKGROUND*

The Council often receives complaints regarding the keeping of livestock and poultry within township areas. Currently the Council has no laws of its own to deal with issues. These issues often lead to protracted neighbourhood disputes due to the perception of a nuisance.

In some instances, there are other pieces of legislation that can be used to deal with the situation, but these are applied once the nuisance has occurred rather than being proactive and avoiding the situation.

In December 2017, the Council resolved to commence the legislative process of creating an Animal Control By-law. The Council resolution stated that the Council intends to make an Animal Control By-law and this was carried by an absolute majority as per S.156 of the *Local Government Act 1993*.

Following the resolution, the Council prepared a Regulatory Impact Statement which was then submitted to the Director of Local Government for approval. The Council received formal approval from the Director of Local Government to proceed with the creation of the Animal Control By-law.

The By-law applies to all land zoned as being Residential.

#### *DISCUSSION*

Following the approval from the Director of Local Government the next step in the process will be for Council to formally put the draft Animal Control By-law out for public consultation and submissions.

Section 157 of the *Local Government Act 1993* is very specific with regards to the minimum consultation process that must be followed.

‘157. Notice of proposed by-law

...

(2) The notice must be –

- (a) published at least once in a daily newspaper circulating in the municipal area; and
- (ab) made available for viewing at a website of the council from the day when the notice is first published in the newspaper until the end of the day specified in the notice as the earliest day by which the notice may be removed from the website; and
- (b) displayed in a conspicuous place in the public office of the council from the day when the notice is first published in the newspaper until the end of the day specified in the notice.

(3) ...

(4) The day specified in the notice must be no earlier than 21 days after publication of the notice in the newspaper.

...’

During the submission period, the Council will forward the By-law to the Ulverstone Poultry Club and the Tasmanian Beekeepers Association. Both groups will have specific interest in the content. Should the Poultry Club request it, a Council Officer will attend a meeting of their members to answer questions.

To further assist with the consultation and information sharing, the Council will compile a list of most asked questions which will be available on the Council’s website and at the Council’s Administration Centres. Council Officers will also be available to meet with concerned residents to answer questions.

Following a consultation period of 21 days any submissions will be considered by Council prior to formally adopting the By-law (a copy of the draft Animal Control By-law is appended to this report).

*CONSULTATION*

The consultation process has been outlined as part of the discussion.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

This work will be carried out as part of the Council's operational budget. No further resources will be required.

*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*

This report commences the process of developing an Animal Control By-law. There are several other processes which will need to be complete before the By-law can come into operation. This process, should it proceed to a full conclusion, will occur over several months. It is recommended that the Council commence the legislative process for the creation of an Animal Control By-law."

- Cr van Rooyen moved and Cr Downie seconded, "That the Council place the draft Animal Control By-law on public exhibition for 21 days."

Carried unanimously

## **231/2018     Contracts and agreements**

The Director Organisational Services reported as follows:

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

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

- Cr Tongs moved and Cr Downie seconded, "That the Schedule of Contracts and Agreements (a copy being appended to and forming part of the minutes) be received."

Carried unanimously

**232/2018 Correspondence addressed to the Mayor and Councillors**

The Director Organisational Services reported as follows:

*"PURPOSE*

This report is to inform the meeting of any correspondence received during the month of July 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:

- . Letter requesting that the Council hang Honour Rolls in Dial Park Pavilion.
- . Letter outlining the need for a needle collection point in Penguin.
- . Letter requesting that the Council consider cancelling and reimbursing charges to the football club for the use of the Ulverstone Recreation Ground for the purpose of AusKick and Mini League.
- . Letter of congratulations on the streetscape improvements on Main and Victoria Streets, Ulverstone.
- . Invitation to Mayor and Councillors to attend a meeting regarding unresolved issues in Penguin: Erosion of beach foreshore, Norfolk Island Pine Tree and the appearance of Esplanade.
- . Letter of concern regarding the death of penguins in Penguin and request that the Council consider signage alerting motorists of their presence.

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."

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

Carried unanimously

**233/2018 Common seal**

The Director Organisational Services reported as follows:

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

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

■ Cr Howard moved and Cr Viney 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

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## CLOSURE OF MEETING TO THE PUBLIC

### 234/2018 Meeting closed to the public

The Executive Services Officer reported 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:

| Matter   | <i>Local Government (Meeting Procedures) Regulations 2015</i> reference  |
|--|--|
| Confirmation of Closed Session Minutes   | 15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential   |
| Minutes and notes of other organisations and committees of the Council<br><br>. Dulverton Regional Waste Management Audit and Risk committee – meeting held 8 August 2018<br><br>. Dulverton Regional Waste Management Board – meeting 8 August 2018 | 15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.” |
| TasWater Quarterly Report to the Owners’ Representatives   | 15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.” |

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Cr Diprose left the meeting at 7.05pm.

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

| Matter   | <i>Local Government (Meeting Procedures) Regulations 2015</i> reference  |
|--|--|
| Confirmation of Closed Session Minutes   | 15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential   |
| Minutes and notes of other organisations and committees of the Council<br><br>· Dulverton Regional Waste Management Audit and Risk committee – meeting held 8 August 2018<br><br>· Dulverton Regional Waste Management Board – meeting 8 August 2018 | 15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.” |
| TasWater Quarterly Report to the Owners’ Representatives   | 15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.” |

Carried unanimously and by absolute majority

The Executive Services Officer further reported 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.

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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 7.05pm.



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## 235/2018 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 16 July 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

#### **236/2018 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:

- . Dulverton Regional Waste Management Audit and Risk committee – meeting held 8 August 2018
- . Dulverton Regional Waste Management Board – meeting 8 August 2018.

The minutes and notes have been provided to the Council on the condition they are kept confidential.

...

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.”

**237/2018 TasWater Quarterly Report to the Owners' Representatives**

The General Manager reported as follows:

*"PURPOSE*

This report is to present the TasWater Quarterly Report to Owners' Representatives for the period ended 30 June 2018. The report is provided to all owner councils on an 'In Confidence' basis.

...

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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There being no further business, the Mayor declared the meeting closed at 7.08pm.

CONFIRMED THIS 17TH DAY OF SEPTEMBER 2018.

**Chairperson**

(lb:Imm)

**Appendices**

- Minute No. 222/2018 – Central Coast Council Destination Action Plan August 2018
- Minute No. 223/2018 – Schedule of Statutory Determinations
- Minute No. 229/2018 – School Bus Stop Shelter Policy June 2018
- Minute No. 230/2018 – Animal Control By-law No. 1 of 2018
- Minute No. 231/2018 – Schedule of Contracts & Agreements
- Minute No. 233/2018 – 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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# Appendices

# Central Coast Council Destination Action Plan

## Enhancing Destinations *... it's in our nature*

AUGUST 2018

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## PURPOSE

The purpose of the Central Coast Council Destination Action Plan (the Plan) is to develop strategies and actions to sustainably grow the Central Coast visitor economy and experience and to develop tasks and indicators for Council specific actions.

## BACKGROUND

In partnership with the Department of State Growth, the Cradle Coast Authority (CCA) prepared a series of Destination Action Plans for Tasmanian destinations, including Central Coast. The Destination Action Plan (DAP) identified a series of actions to enhance competitiveness of Central Coast as a primary visitor destination in the Cradle Coast region.

Facilitated by Wayne Kayler-Thomson, DAP workshops brought together business, community and Government representatives. Stakeholders considered Central Coast strengths as well challenges and opportunities for tourism development, marketing and management. Workshop participants identified and prioritised actions that when implemented collectively, could make a positive difference to the growth and sustainability of the Central Coast visitor economy and experience.

A Leadership Group for the DAP has been established made up of representatives from all stakeholder groups that benefit from the visitor economy including the Council, State Government, agencies, industry and the community. Framed in the local context, the Central Coast Council Destination Action Plan aims to build on the DAP and identify specific and measurable tasks for actions of Council responsibility.

## INTRODUCTION

Destinations need to differentiate their products and develop partnerships between the public and private sector locally in order to coordinate delivery. Taking advantage of new technologies and the internet also enables destinations to enhance their competitiveness by increasing their visibility, reducing costs and enhancing local cooperation. Regional destination marketing must lead to the optimisation of tourism impacts and the achievement of the strategic objectives for all stakeholders.

The Plan can contribute to creating long-term resilience and competitive advantage for the Central Coast visitor economy for the benefit of all. Specific strategies and actions are needed for areas of Council responsibility and leadership is required to guide local destination development. Measures are needed to monitor performance and outcomes of the Plan. The Plan seeks to sustainably grow the Central Coast visitor economy and promote the distinctiveness of our places and people in order to build resilience and competitive advantage for Central Coast tourism related sectors.

In developing the Plan, we acknowledge the valuable contribution of our Councillors, Council staff, community members, local groups, Government representatives, representative associations and peak bodies who brought their collective knowledge and experience to the following strategic conversations and activities:

- . Central Coast Destination Action Plan Workshops (CCA);
- . DAP Leadership Group meetings.

There are a number of documents that provide strategic justification of the Plan to guide the Council and community to develop destinations, build on our product development and marketing and enhance the distinctiveness of our places and people. The Plan is underpinned by a number of strategic documents including:

- . Central Coast Destination Action Plan (CCA) 2017;
- . Leven Canyon/Leven Valley Master Plan 2018;
- . Central Coast Cycle Strategy 2014-2019;
- . Central Coast Place Marketing Plan 2017;
- . Cradle Coast Marketing Plan (CCA) 2018;
- . Central Coast Visitor Accommodation Strategy 2018; and
- . Tourism Accommodation Supply Analysis: North West Tasmania (Office of the Coordinator General) 2017.

The Plan is also part of the Council's Social Planning Framework (SPF). The SPF sets the direction and outcomes to achieve improved community outcomes and services. It comes from, and contributes to, the realisation of the Central Coast community's vision of 'living our potential' and the 2014-2024 Strategic Plan that outlines the things that need to be done to achieve the preferred future. The three SPF priority areas that relate to the Plan are active, engaged and included.

The Plan seeks to encourage more people to want to stay in the Central Coast destination and identify with our places and people in order to improve and create long-term resilience for our visitor economy. Increasing the competitive advantage of the destination in attracting visitors to our area can positively influence overnight stays and demand for related services. In order to positively influence demand for Central Coast tourism related infrastructure and services we need to work together to collectively build on and market our distinctly 'Great Natured Place'.

## CENTRAL COAST VISITOR ECONOMY

The visitor economy is made up of many industry sectors, including visitor accommodation, hospitality, transport, cultural and recreational services, and retail. The economic benefits of visitors to Central Coast flows across these industry sectors and between regions of Tasmania.

The tourism industry has been characterised by increasing competition. Destination management has emerged as an effective methodology to help tourism organisations in their effort to intensify marketing activities<sup>1</sup>. Importantly, the wide variety of organisations involved and the complexity of tourism products has rendered the coordination and cooperation among them a critical success factor. The CCA as a destination management

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<sup>1</sup> Ritchie, J.R., and Crouch, G. I., (2010), 'A model of destination competitiveness/sustainability', Brazilian Public Administration Review (RAP) 44(5), CAB International, pp. 1049-1066

organisation is the umbrella organisation incorporating all stakeholder and has a crucial role in fostering the development of local tourism systems<sup>2</sup>.

Alternative tourists are characterised by intellectual curiosity, self-confidence, openness to new experiences and respect for other cultures. Also described as 'adventurers', they are risk takers who prefer to explore offbeat places perceived to be more authentic than 'tourist destinations'<sup>3</sup>. The CCA Marketing Plan identified visitors to our region as displaying characteristics of alternative tourists.

Alternative tourists are FITs (free and individual travellers) who avoid high volume package tour arrangements and instead travel as individuals or in small groups, often remaining in a destination for an extended period of time. They often travel in the off-season seeking destinations with fewer tourists. FIT visitors typically originate from a diverse array of countries, since the mass marketing systems that skew conventional mass markets to one or two dominant sources are not in place.

Information and communication technology plays a key part in assisting operations with important functions both in networking of local organisations and in promoting destination brands and products on a global market<sup>4</sup>. The internet has obviously affected these activities strongly. While traditional print media still plays an important role, many activities from traditional media have been transferred to the internet.

Tourism is a key lever to influence demand for visitor experiences and associated commercial activities in Central Coast. Marketing efforts across domains should be strategically aligned and targeted. Proactive government action is needed to coordinate the range of businesses involved in the visitor economy and support and encourage destination development in order to realise economic opportunities.

## STRATEGIC CONTEXT

People are increasingly mobile and travel across the globe seeking new experiences and holiday or business destinations. United Nations World Tourism Organisation (UNWTO) research on growth tourism markets indicates that visitors are searching for more genuine and authentic experiences, combined with outdoor activities to stimulate both mind and body. The global interest in the environment has also increased the desire of visitors to experience outdoor attractions, and the aspiration for a healthier lifestyle has encouraged visitors to seek more active experiences while travelling<sup>5</sup>.

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<sup>2</sup> Bruhalis, D., (2000), 'Marketing the competitive destination of the future', Tourism Management, 22(1), pp. 97-116

<sup>3</sup> Plog, S., (1998), 'Why destination preservation makes economic sense', Global Tourism, 2<sup>nd</sup> edn, pp.251-266

<sup>4</sup> Ritchie, J.R., and Crouch, G. I., (2010), see note 1

<sup>5</sup> UNWTO website, 'Capacity Building Workshop, Adventure Tourism', accessed 6 June 2017  
<http://themis.unwto.org/event/application-unwto-capacity-building-workshop-adventure-tourism-understanding-and-developing-sa>

## NATIONAL LEVEL

Tourism 2020 is Australia's national strategy for the tourism industry. It identifies the potential for the industry to grow nominal overnight visitor expenditure from \$70b in 2009 to between \$115b and \$140b by 2020<sup>6</sup>. The strategies to achieve these targets are: encouraging investment, implementing regulatory reform, such as reducing compliance costs and removing barriers and facilitating new tourism infrastructure projects.

## STATE LEVEL

There are a number of Tasmanian strategy documents that relate to the tourism (or the visitor economy), which is a key lever to positively influence the Central Coast visitor economy. Collective local efforts need to compliment work by neighbouring councils, the broader region and the State. State strategies are outlined below.

### Visitor Economy Strategy 2015-2020 (T21)

The Tasmanian Government and the Tasmanian tourism industry, represented by the Tourism Industry Council Tasmania (TICT), set a target to increase visitor numbers to 1.5m by 2020 to grow employment in tourism industries. Actions in the Tasmanian Visitor Economy Strategy 2015-2020 (T21) focus on four strategic priorities: generate more demand for travel to Tasmania; grow Tasmania's air and sea access capacity; invest in quality visitor infrastructure; and build capability, capacity and community<sup>7</sup>.

### Events Strategy 2015-2020

The Tasmanian Government Events Strategy 2015-2020 supports the creation of new events to help meet the target of 1.5m visitors to Tasmania by 2020. It aims to become the boutique events capital of Australia, promoting Tasmania as a business events destination; highlighting the social and economic value of events that promote cultural, sporting and artistic pursuits; and to enrich Tasmania's keen sense of community<sup>8</sup>.

### Parks 21

Parks and Wildlife Service and the Tasmanian tourism industry, represented by the TICT, have identified a shared long-term goal to facilitate and enhance tourism activity and the overall visitor experience in Tasmania's national parks and reserves. Parks 21, the Joint Strategic Action Plan, identifies three strategic objectives: enhanced tourism focus; sustainable experience delivery; and enterprise and economic activity<sup>9</sup>.

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<sup>6</sup> Tourism Australia (2011) 'Tourism 2020', [www.tourism.australia.com/content/dam/assets/document/1/6/w/u/3/2002107.pdf](http://www.tourism.australia.com/content/dam/assets/document/1/6/w/u/3/2002107.pdf), accessed 2 February 2018

<sup>7</sup> Tasmanian Government (2015), 'Tasmanian Visitor Economy Strategy 2015-2020', website accessed 2 March 2018

<sup>8</sup> Tasmanian Government (2015), 'Tasmanian Government Events Strategy 2015-2020', website accessed 9 April 2018

<sup>9</sup> Parks and Wildlife Service Tasmania (2014), 'Parks 21', <http://www.parks.tas.gov.au/file.aspx?id=38967>, website accessed 19 August 2017

## Engagement Strategy 2016

The Tasmanian Government Engagement Strategy 2016 emphasises that high-quality visitor engagement plays a critical role in enhancing the overall visitor experience. The three priority actions for implementation are: reimagining our Visitor Information Centres; reviewing directional and wayfinding signage; and reviewing gateways (air and sea ports). Other priority actions include: digital strategy and collateral; drive journeys; and destination/experience advocacy<sup>10</sup>.

## REGIONAL/SUB-REGIONAL LEVELS

The CCA is the regional tourism organisation for the North West and West Coasts of Tasmania representing nine member councils and is responsible for implementing strategies to ensure that the region maximises its tourism potential. CCA is guided by the Cradle Coast Tourism Executive creating local, regional and state partnerships. A Service Agreement also exists with Tourism Tasmania to deliver strategies and programs at regional level<sup>11</sup>.

CCA has recently released a Cradle Coast Marketing Plan and is developing a Regional Events, Festivals and Arts Strategy. The Marketing Plan outlines regional strengths, challenges and opportunities and discusses the region's most profitable and ideal customers<sup>12</sup>. The Marketing Plan identifies marketing guiding principles, areas of emphasis and strategic priority areas. The Regional Events, Festivals and Arts Strategy seeks to work with stakeholders and create a calendar of high-quality, innovative, diverse events and festivals for the region, with an emphasis on securing events during the winter off-season.

## Cradle Mountain Experience Master Plan

The Cradle Mountain Experience Master Plan project aims to improve visitor experience and ensure Cradle Mountain retains its reputation as a premier Tasmanian destination. In June 2017, the State Government committed \$21.8m in the 2017/18 budget to progress implementation of the Master Plan's improved visitor amenities. Key features of the upgrades include the construction of a new visitor centre, commercial services hub and village precinct, and a new viewing shelter and viewing platform at Dove Lake as well as a plan for improved transportation within the Tasmanian Wilderness World Heritage Area. Visitation has been growing at Cradle Mountain in recent years and the upgrades may attract even more tourists, with visitor expenditure flowing through the regional economy.

## Cradle Country Marketing Group

A partnership agreement exists between Central Coast, Kentish, Latrobe and Devonport City councils to work collectively in order to maximise competitive advantage opportunities for the Mersey-Leven catchment area. The Cradle Country Marketing Group is steered by a number of stakeholders. The group collaborates on strategic, sustainable and mutually beneficial tourism initiatives, priorities and opportunities.

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<sup>10</sup> Tasmanian Government, Department of State Growth (2016), Tasmanian Visitor Engagement Strategy 2016, Website accessed 18 March 2018

<sup>11</sup> CCA, <http://www.cradlecoast.com>, website accessed 15 February 2018

<sup>12</sup> Contact the CCA for information and data

## Living City Master Plan - Devonport

Nearby, the city of Devonport (around 25 minutes drive north east of Ulverstone) has developed an urban renewal project aiming to create new retail, business/service and waterfront precincts that emphasis tourism, arts, food and services. This Living City project is a four-staged development, and market testing has commenced for development of the hotel component. According to the Office of the Coordinator General studies, if completed the hotel will provide an additional 150 visitor beds, which in the short-term (one to five years) exceeds the projected demand for Devonport by approximately 50 beds<sup>13</sup>. While this hotel would significantly lift the regional supply of available visitor accommodation in the 3.5-4 star type, the Living City Master Plan project also has potential to attract visitors and positively contribute to regional tourism.

## LOCAL LEVEL

The Central Coast Council Local Government Area is recognised for its central geographical position within the North West of Tasmania with a total of 199,000 visitors in 2016<sup>14</sup>. The positioning makes Central Coast an ideal location for visitors to base themselves for overnight stays while enjoying day trips to enjoy all that the North West has to offer. This also applies to trips to the hinterland of the Central Coast including Gunns Plains and the Leven Canyon which is acknowledged as a strength of the local tourism industry based on the natural products and experiences of the hinterland.

The Council's actions to influence the tourism industry need to compliment and work within the broader national, state and regional contexts. However, it is also important to differentiate Central Coast as a destination by building on and enhancing our distinctive places and sense of community identity. The Council identified the following vision through the Strategic Plan 2014-2024<sup>15</sup> community engagement process and several related Council plans and strategies are outlined below.

## A Vision for Central Coast

### Central Coast – Living our Potential

We are a vibrant, thriving community that continues to draw inspiration and opportunities from its natural beauty, land and people and connected by a powerful sense of belonging to our place.

## Central Coast Place Marketing Plan 2017

The Central Coast Place Marketing Plan 2017 identifies ways to stay in tune with consumer and travel trends and create a point of differentiation for Central Coast to compete as a destination in crowded marketplaces, including the visitor economy. Place marketing aims to communicate selective images of specific geographical localities or areas to a target audience. "Coast to Canyon" is the tourism place brand for Central Coast and is shown in Figure 1. The Coast to Canyon "Great Natured Place" brand has a strategic capital framework and marketing positioning. The "...it's in our nature" message has been designed to target various audiences such as visitors, new business or locals<sup>16</sup>.

<sup>13</sup> Office of the Coordinator General, (2017), 'Tourism Accommodation Supply Analysis: North West Tasmania',

<sup>14</sup> Tourism Research Australia website, (2016), 'Local Government area profiles – Central Coast, Tasmania', [http://tra.gov.au/Tourism\\_in\\_Local\\_Government\\_Areas\\_2016/LGA\\_Profiles/index.html](http://tra.gov.au/Tourism_in_Local_Government_Areas_2016/LGA_Profiles/index.html), accessed 11 April 2018

<sup>15</sup> Central Coast Council, 'Central Coast Strategic Plan 2014-2024', Tasmania, pp. 6-8

<sup>16</sup> Central Coast Place Marketing Plan, (2017), <http://www.centralcoast.tas.gov.au/wp->



Figure 1: Coast to Canyon Tourism Place Brand

### Central Coast Visitor Accommodation Strategy 2018

The Central Coast Visitor Accommodation Strategy seeks to underpin and provide a resource to develop a Central Coast Investment Prospectus (Prospectus). The Prospectus of accommodation development opportunities aims to showcase the distinctiveness and opportunities in Central Coast to prospective developers and operators of related commercial activities.

### Leven Canyon/Leven Valley Master Plan 2018

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

## RATIONALE – THE PRESENT SITUATION

### Key metrics for Central Coast in 2016<sup>17</sup>

| Metric                 | Total   |
|------------------------|---------|
| Visitors               | 199,000 |
| Nights <sup>18</sup>   | 228,000 |
| Average stay (nights)  | 4       |
| Average spend per day  | \$38    |
| Average spend per trip | \$193   |

content/uploads/2016/11/Place-Marketing-Plan\_FINAL-May-2017.pdf

<sup>17</sup> Tourism Research Australia website, (2016), 'Local Government area profiles – Central Coast, Tasmania', [http://tra.gov.au/Tourism\\_in\\_Local\\_Government\\_Areas\\_2016/LGA\\_Profiles/index.html](http://tra.gov.au/Tourism_in_Local_Government_Areas_2016/LGA_Profiles/index.html), accessed 11 April 2018

<sup>18</sup> Excludes domestic day visitors, who did not stay a night in their trip to the Central Coast

|                               |  |
|-------------------------------|--|
| Average spend per night       | \$117  |
| Visitors to Tasmania          | 8,509,000  |
| Nights spent in Tasmania      | 13,878,000   |
| Average stay (nights)         | 5  |
| Spend in Tasmania             | \$3,081  |
| <b>Visitor accommodation</b>  |  |
| Providers <sup>19</sup>       | 43   |
| Airbnb listings <sup>20</sup> | 35   |
| <b>Metric</b>                 | <b>Central Coast percentages of total visitors to Tasmania</b>   |
| <b>Visitors</b>               | <ul style="list-style-type: none"> <li>. 0.9% of international visitors</li> <li>. 2.2% of domestic overnight visitors</li> <li>. 2.5% of domestic day visitors</li> <li>. 2.3% of total visitors to Tasmania</li> </ul>               |
| <b>Nights</b>                 | <ul style="list-style-type: none"> <li>. 0.8% of international visitors</li> <li>. 1.9% of domestic overnight visitors</li> <li>. 1.6% of total visitors to Tasmania</li> </ul>  |
| <b>Average stay (nights)</b>  | <ul style="list-style-type: none"> <li>. Slightly under half the rate of international visitors</li> <li>. Slightly under half the rate of domestic visitors.</li> <li>. 4 nights; compared to 6 night average for Tasmania</li> </ul> |
| <b>Spend</b>                  | <ul style="list-style-type: none"> <li>. 0.3% of international visitors</li> <li>. 1.3% of domestic overnight visitors</li> <li>. 1.8% of domestic day visitors</li> <li>. 1.2% of total visitor spend in Tasmania</li> </ul>          |
| <b>Tourism Businesses</b>     | <b>Number</b>  |
| <b>Non-employing</b>          | 67   |
| <b>1 to 4 employees</b>       | 51   |
| <b>5 to 19 employees</b>      | 45   |
| <b>20 or more</b>             | 3  |
| <b>Total</b>                  | 175  |

<sup>19</sup> Central Coast Council Ulverstone Visitor Information Centre, (2017)

<sup>20</sup> Office of the Coordinator General, as at December 2016. The Central Coast Council Tourism Product Register Infrastructure Audit identified 40 listings in 2018, excluding visitor accommodation providers



## STRENGTHS, OPPORTUNITIES & CHALLENGES

Stakeholder engagement undertaken for the DAP in 2016 identified strength, opportunities and challenges for Central Coast destinations and destination planning. These strengths, opportunities and challenges inform DAP strategies and actions.

| STRENGTHS   | OPPORTUNITIES  | CHALLENGES  |
|---|--|---|
| <ul style="list-style-type: none"> <li>. Beautiful scenery</li> <li>. Central/close – scale and accessibility - hub</li> <li>. Remote but homely</li> <li>. Variety of natural areas</li> <li>. Food – produce of paddock to plate</li> <li>. Clean and safe</li> <li>. Mild weather</li> <li>. Wildlife – unique</li> <li>. Variety/diversity</li> <li>. Arts community</li> <li>. Slow pace in a fast world but the opportunity to speed up</li> <li>. Unspoiled – visually beautiful</li> <li>. Adventure tourism opportunities</li> <li>. Proximity</li> <li>. Largest war memorial collective in the country</li> <li>. Leven Canyon</li> <li>. Cycling</li> <li>. Waterfalls</li> <li>. Kayaking</li> <li>. Mountain biking</li> <li>. Caves and Wildlife Park</li> <li>. Fishing – inland and coastal</li> <li>. Access to ports (sea and air)</li> <li>. European style to planning – villages and cities.</li> </ul> | <ul style="list-style-type: none"> <li>. Dial Regional Sports Complex</li> <li>. Tassie Devil Experience</li> <li>. Science Centre Hub in Ulverstone – Federal funding</li> <li>. Shared Coastal Pathway – physical pathway and the marketing of the product</li> <li>. Sculpture by the sea – outdoor art gallery</li> <li>. “Foodie focused” holidays</li> <li>. Dial Range – multi experience and soft adventure</li> <li>. Penguin to Cradle Trail – cycling and walking – Leven Canyon</li> <li>. Foster engagement with community</li> <li>. Mentoring and education – schools, colleges, short courses</li> <li>. Identify/engage/employ tourism ambassador</li> <li>. Communicate value of tourism to community</li> <li>. Place marketing</li> <li>. Penguin Tours</li> <li>. Accommodation</li> <li>. Passenger train along NW</li> <li>. Sports hall of fame</li> <li>. Advocate for communication services development</li> <li>. Leverage off other products and experiences in surrounding areas</li> <li>. Winter events in the North West</li> <li>. Calendar of events</li> <li>. New accommodation styles – e.g. glamping, tree hammocks, nature based.</li> </ul> | <ul style="list-style-type: none"> <li>. Opening hours</li> <li>. Resourcing</li> <li>. Quality of service and experience</li> <li>. Liability challenges, insurance and cover</li> <li>. Attract investment for infrastructure and product investment and new ideas</li> <li>. Innovation</li> <li>. Increase range of accommodation</li> <li>. Leadership – somebody to communicate value of tourism</li> <li>. Collaboration in promoting together</li> <li>. Creating and developing aligned strategic plans</li> <li>. Increase Chamber of Commerce role in tourism development</li> <li>. Training and skills of the workforce</li> <li>. Land use and building/ planning – (green and red tape)</li> <li>. Interlinked cycle paths</li> <li>. Increased product offerings</li> <li>. Access to cheaper flights and international access to our ports</li> <li>. Over-regulation</li> <li>. Need for a consistent regional narrative – linking the disparate elements</li> <li>. No dedicated marketing coordinator to oversee the brand</li> <li>. Lack of hinterland</li> </ul> |

| STRENGTHS | OPPORTUNITIES  | CHALLENGES  |
|-----------|--|---|
|           | <ul style="list-style-type: none"> <li>Attract new residents/contributors</li> <li>Encouraging leadership (local community and business) to drive tourism development</li> <li>Develop linked experience cluster – adventure activities and services, coast to canyon</li> <li>Build and strengthen local tourism groups.</li> </ul> | <ul style="list-style-type: none"> <li>attraction</li> <li>Information and research</li> <li>Development of integrated packages</li> <li>Funding for promotion and industry development</li> <li>Apathy - local community</li> <li>Local council support (uneven across the North-West)</li> <li>Poor maps</li> <li>Access and loops to Hinterland</li> <li>Small town mentality</li> <li>Lack of developer interest</li> <li>No iconic attraction</li> <li>Naysayers</li> <li>Improving first impressions</li> <li>Mobile and network coverage.</li> </ul> |

## APPROACH

Adopting a development approach to create an authentic experience for visitors can positively influence visitor numbers by enhancing the distinctive sense of Central Coast places, people and products. This Plan is not just for the Council to deliver on. Many stakeholders, associations and businesses are already working on activities and actions that are making a positive difference to influencing the visitor economy and attract new tourism development and investment in Central Coast.

The Plan is the roadmap to follow to positively influence our vision and preferred future around this issue. Everyone can play a role and thus, the energy and resources of our collective efforts can be harnessed. This is part of the Council's destination management approach where we build relationships; make productive use of our networks; and work collaboratively to tackle shared issues.

Working together with tourism operators, State Government Departments, agencies and the Central Coast community to develop capacity and foster a collaborative culture assists with mobilising community action, which can lead to identification of new, innovative and sustainable place-based solutions. Supporting collaborative environments can also facilitate design of visitor experiences, customer service and visitor management. This may lead to creating long-term resilience for Central Coast's visitor economy.

### Consortia - A Network Approach

The visitor economy in several European countries employs the concept of 'consortia', a network approach to compensate for the disadvantages associated with small size. A consortium is a group of stakeholders (often between 10 and 20) that pools member resources to pursue integrated marketing and product development strategies. The Coast to Canyon Tourism Association is comprised of a number of local tourism related representatives and local stakeholders and is an example of the approach. Consortia more effectively represents the interests of members and provides access to relevant information and financing. Ideally, a consortium creates efficient economies of scale without compromising the autonomy and character of the individual businesses and can be increasingly used for tourism efforts in Central Coast<sup>21</sup>.

## VISION

### WILLING AND ABLE

- . Central Coast destination development is supported by all in our community;
- . Our places, people and products are actively promoted by all; and
- . Whatever we are doing or wherever we are, there is visible link to the Coast to Canyon place brand or its values.

### LOCAL BUSINESSES

- . We work together, share knowledge and provide referrals to local businesses for the benefit of all in our community;
- . Our industry sectors and community groups collaborate and network, aiming to create consortiums and increase economies of scale; and
- . We put ourselves under the microscope to see what we can enhance or build on in order to improve visitor experiences.

### OUR IDENTITY

- . We socialise and enjoy a variety of unique identities and experiences in our communities;
- . Our vibrant, thriving and genuine communities are visible and admired by both

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<sup>21</sup> For example, the Cartwheel cooperative in southwestern England has 200 member vacation farms in 2,000 (or about 5% of all farms in the region). It is an interesting example of a large consortium that engages in innovative practices such as the provision of local food supplies to visitors and the utilisation of rural development grants from the European Union.

visitors and investors; and

- . Our destinations and experiences are connected and supported by high quality social and physical infrastructure.

## **GUIDING PRINCIPLES**

The following principles will guide the work and approaches of the Council and stakeholders towards achieving positive change for the Central Coast visitor economy. The first four guide the Council's Social Planning Framework, with the fifth specific to the Plan.

### **MAKING A DIFFERENCE**

- . Transforming the systems and relationships to produce social impact and better community outcomes;
- . Aligning practices, delivery systems and culture with the Central Coast vision; and
- . Taking action to develop the Central Coast visitor economy.

### **INNOVATION**

- . Using the Plan to align effort across policy and service domains;
- . Identifying improved and new ways of working; and
- . Providing inspiration and incentives to encourage innovation and investment to achieve agreed outcomes.

### **COLLABORATION**

- . Working together to achieve positive outcomes;
- . Using a shared vision and purpose;
- . Building on existing assets/strengths;
- . Developing broad coalitions to identify and resolve key challenges; and
- . Developing service agreements, partnerships and other effective collaborative models.

### **LEARNING**

- . Developing knowledge, skills and attitudes as a foundation to change;
- . Starting with young people while emphasising lifelong learning;
- . Integrating learning and education into all approaches; and
- . Raising awareness through social marketing and cross-promotion.

### **A FOCUS ON DESTINATION DEVELOPMENT**

- . Meeting the needs of current consumers and attracting consumers of the future;
- . Working together on relevant strategies to enhance and connect local attractions, experiences and products;
- . Engaging with stakeholders to better facilitate delivery of unique and exceptional visitor destinations and experiences;

- . Supporting growth and improved quality of commercial operations, visitor experiences and products; and
- . Doing with, not doing for.

## CONTACTS

If you would like more information or want to share what you are doing, please contact:

Heidi Willard

STRATEGY & POLICY OFFICER

## FUTURE DIRECTIONS AND STRATEGIC OUTCOMES

### SOCIAL PLANNING FRAMEWORK MODEL

The Social Planning Framework (SPF) places the Central Coast community vision at the centre. The SPF model illustrated in Figure 2 links SPF priority areas (future directions) with dimensions of the Council's Strategic Plan 2014-2024, World Health Organisation Social Determinants of Health and the State Government's Healthy Tasmania Plan to local place-based needs.

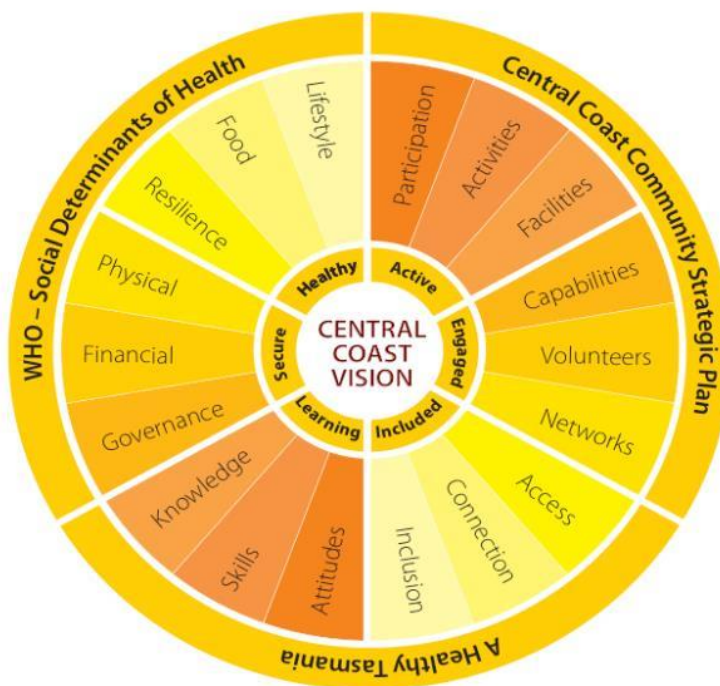


Figure 2: Social Planning Framework Model

### FUTURE DIRECTIONS

The Action Plan identifies actions and related tasks that the Council will be able to undertake within the three roles of provider, facilitator and advocate. These actions aim to achieve the associated strategic outcome. Strategic Outcomes have been designed to align with priority areas identified by the DAP.

Actions are categorised under the three future directions identified by the SPF to make a difference for the Central Coast: active, engaged and included:

### 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.

## STRATEGIC OUTCOMES

Identifying strategic outcomes and indicators to measure enables evaluation of the Plan's implementation and whether a positive difference is being made for the community. The below strategic outcomes identified by research and the local community are aligned to DAP Priority Areas in order to reduce duplication and improve effectiveness.

1. **Improved quality of visitor servicing and experience;**
2. **Community-driven leadership and implementation;**
3. **Connected and high-quality infrastructure, products and offering; and**
4. **Increased marketing.**

## TIMINGS

|             |                       |
|-------------|-----------------------|
| Short-term  | One year              |
| Medium-term | One to three years    |
| Long-term   | One to five years (+) |

## KNOWING IF ANYONE IS BETTER OFF

The Council will take a Results Based Accountability (RBA) approach to measuring the performance of the Plan. This approach starts with the end ‘results’ desired for a community or population group and then identifies the indicators, which can be measured to quantify the achievement of desired results.

A measure of how well a program, agency or service system is working involves three types of interlocking measures shown below.

1. How much did we do?
2. How well did we do it?
3. Is anyone better off?

### Performance Measures

|        | Quantity                               | Quality                                       |
|--------|--|---|
| Effort | How much service did we deliver?       | How well did we deliver it?                   |
| Effect | How much change/effect did we produce? | What quality of change/effect did we produce? |

## ACTION PLAN

| Active – Future Direction 1                                      |      |               |  | SPF Priority Area |             |                    |
|--|------|---------------|--|-------------------|-------------|--------------------|
| Strategic Outcome  | ID   | SPF Dimension | Action   | Council Role      | Timings     | Resources          |
| Improved quality of visitor servicing and experience             | 1.1  | Activities    | Create guidelines and establish a monthly “5 Best Things in Central Coast” digital campaign that has a consistent marketing message targeting locals and visitors  | Provider          | Short-term  | Council collateral |
|  | 1.2  | Activities    | Encourage investment and value-adding in recognised growth tourism markets, including adventure tourism and cycling  | Provider          | Long-term   | Council collateral |
|  | 1.3  | Facilities    | Investigate funding sources to develop Upper Preston Falls to include safe, accessible visitor car parking and access to waterfall for low-mobility user groups    | Provider          | In progress | Council collateral |
|  | 1.4  | Facilities    | Investigate ways to modernise Visitor Information Centres, including technology platforms  | Provider          | Medium-term | Council collateral |
|  | 1.5  | Facilities    | Review the Ulverstone Cultural Precinct considering the feasibility of a new complex that integrates the Visitor Information Centre and other community facilities | Provider          | In progress | Council collateral |
| Community-driven leadership and implementation                   | 1.6  | Activities    | Participate in the development of a Dial Range Joint Recreation and Land Management Plan   | Provider          | Medium-term | Council collateral |
|  | 1.7  | Participation | Install a ‘people counter’ at the Leven Canyon Reserve walking track entrance point  | Provider          | Short-term  | Council collateral |
|  | 1.8  | Participation | Identify a Leven Valley visitor target and indicators to measure   | Provider          | Short-term  | Council collateral |
| Connected and high-quality infrastructure, products and offering | 1.9  | Activities    | Investigate and support further sustainable development of the Leven Canyon Reserve  | Provider          | Short-term  | Council collateral |
|  | 1.10 | Activities    | Investigate and support further tourism development in the Dial Range, south of Penguin  | Provider          | Short-term  | Council collateral |



| Active – Future Direction 1 |      |               |  | SPF Priority Area |             |                    |
|-----------------------------|------|---------------|--|-------------------|-------------|--------------------|
| Strategic Outcome           | ID   | SPF Dimension | Action   | Council Role      | Timings     | Resources          |
| Increased marketing         | 1.11 | Activities    | Develop place marketing initiatives to improve identity and distinctiveness of places and alignment of stakeholders            | Provider          | Short-term  | Council collateral |
|                             | 1.12 | Activities    | Construct advantage through initiatives to enhance distinctiveness of places   | Facilitator       | Long-term   | Council collateral |
|                             | 1.13 | Activities    | In partnership with the CCA, review drive/cycle journey marketing strategies and develop marketing/promotional activities      | Provider          | Medium-term | Council collateral |
|                             | 1.14 | Activities    | Update promotional material including brochures and visitor maps   | Provider          | Medium-term | Council collateral |
|                             | 1.15 | Activities    | Develop new and innovative promotions/marketing campaigns  | Provider          | Short-term  | Council collateral |
|                             | 1.16 | Activities    | Market destinations locally to increase the value of assets to residents, raise local awareness and enhance vibrancy of places | Provider          | Short-term  | Council collateral |

| Engaged – Future Direction 2                                      |     |               |   | SPF Priority Area |             |                      |
|---|-----|---------------|---|-------------------|-------------|----------------------|
| Strategic Outcome   | ID  | SPF Dimension | Action  | Council Role      | Timings     | Resources            |
| Community-driven leadership and implementation                    | 2.1 | Capabilities  | Work collaboratively with stakeholders to improve offerings of tourism-related attractions and experiences                                  | Facilitator       | Long-term   | Community engagement |
|   | 2.2 | Networks      | Create and foster a collaborative tourism-related culture   | Facilitator       | Long-term   | Community engagement |
| Connected and high-quality infrastructure, products and offerings | 2.3 | Networks      | Investigate/develop a visitor accommodation provider consortia to improve economies of scale and assist with strategic marketing activities | Facilitator       | Long-term   | Community engagement |
|   | 2.4 | Networks      | Lobby Cradle Coast Authority (CCA) for development of a Liveable Region Strategy to positively influence tourism demand                     | Advocate          | Long-term   | Strategic alliances  |
| Increased marketing   | 2.5 | Capabilities  | Review digital strategy/collateral and consider integrating a consortia approach into planned marketing                                     | Provider          | Medium-term | Policy               |
|   | 2.6 | Networks      | Lobby CCA for increased strategic marketing of tourism-related products and experiences to key target audiences                             | Advocate          | In progress | Strategic alliances  |

| Included – Future Direction 3                                    |     |               |   |              |             | SPF Priority Area   |
|--|-----|---------------|---|--------------|-------------|---|
| Strategic Outcome  | ID  | SPF Dimension | Action  | Council Role | Timings     | Resources   |
| Improved quality of visitor servicing and experience             | 3.1 | Access        | Lobby the CCA for provision of new local tourism-related programs, initiatives and services   | Advocate     | Long-term   | Strategic alliance  |
|  | 3.2 | Access        | Investigate options to bring access to Devils Elbow from the bridge at the Leven Canyon Floor Walk in accordance with class rating, Tasmanian Track Standards and Australian Standards  | Facilitator  | In progress | Strategic alliance  |
| Community-driven leadership and implementation                   | 3.3 | Access        | Develop an emergency management, mitigation and recovery plan for tourism destinations that is aligned with the Council's Emergency Management Plan   | Provider     | Medium-term | Council collateral  |
| Connected and high-quality infrastructure, products and offering | 3.4 | Access        | <p>Identify experience gaps and opportunities for development of new or improved visitor infrastructure, products and services. Consider:</p> <ul style="list-style-type: none"> <li>Trails – Central Coast Shared Pathway Network, Upper Preston Falls, Leven Canyon Reserve, mountain bike trails, Penguin to Cradle Trail, geo trails, arts and culture trails, and sculpture trails</li> <li>Dial Range soft/hard adventure infrastructure</li> <li>Investigate opportunities to upgrade/improve Penguin to Cradle Trail</li> <li>Placemaking projects</li> <li>Hinterland access and experiences</li> <li>Local produce experiences, food culture and signature dining</li> <li>Events development including community, sports, adventure, signature and winter</li> <li>Niche accommodation such as glamping, nature-based, 3.5-4 star range types</li> </ul> | Provider     | In progress | Council collateral/<br>Budget estimates/<br>Grant funding |

| Included – Future Direction 3                                    |     |               |  |              | SPF Priority Area |   |
|--|-----|---------------|--|--------------|-------------------|---|
| Strategic Outcome  | ID  | SPF Dimension | Action   | Council Role | Timings           | Resources   |
| Connected and high-quality infrastructure, products and offering | 3.5 | Connection    | <p>Undertake an audit of visitor infrastructure (including accommodation), products, services and experiences to identify needs and opportunities for maintenance, renewal and development to meet market demand and deliver visitor satisfaction. Consider:</p> <ul style="list-style-type: none"> <li>· Maintenance of public visitor assets and amenities including rubbish collection points and road surfaces</li> <li>· Improvements to interpretation of key visitor sites and features of interest</li> <li>· Wayfinding and directional signage</li> <li>· Drive tours and roadside maps</li> <li>· Tracks and trails</li> <li>· Accommodation range and standard</li> <li>· Food and hospitality (including local produce)</li> <li>· History and heritage ‘story-telling’</li> <li>· Environmental interpretation and nature-based experiences</li> <li>· Arts and cultural attractions</li> <li>· Retail services</li> <li>· Leisure activities including local organisations</li> <li>· Events</li> </ul> | Provider     | In progress       | Community engagement/ Council collateral/ Budget estimates/ Grant funding |
|  | 3.6 | Connection    | <p>Identify priority projects and prepare project development proposals. Consider:</p> <ul style="list-style-type: none"> <li>· Alignment with Central Coast Council Strategic Plan 2014-2024</li> <li>· Consider feasibility and development of business cases</li> <li>· Investigate funding sources such as grants, public-private partnerships, crowd funding, philanthropy</li> <li>· Develop stakeholder/communication/risk management plans as needed</li> </ul>  | Provider     | Long-term         | Community engagement/ Council collateral/ Budget estimates/ Grant funding |

## MEASUREMENT

| Strategic Outcome   | How much did we do?  | How well did we do it?  | Is anyone better off?   |
|---|--|---|---|
| <b>Improved quality of visitor servicing and experience</b>             | <ul style="list-style-type: none"> <li>. # of capacity building activities initiated, i.e. training, workshops etc.</li> <li>. # of new/improved destination experiences.</li> </ul> | <ul style="list-style-type: none"> <li>. # of stakeholders attending capacity building initiatives</li> <li>. # of stakeholders engaged.</li> </ul>   | <ul style="list-style-type: none"> <li>. % change in visitor numbers for Central Coast</li> <li>. # of new programs, initiatives and plans created.</li> </ul>                          |
| <b>Community-driven leadership and implementation</b>                   | <ul style="list-style-type: none"> <li>. # of Leadership Group meetings and stakeholders engaged</li> <li>. # of common objectives identified.</li> </ul>                            | <ul style="list-style-type: none"> <li>. # of stakeholders engaged</li> <li>. # of stakeholder forums/ meetings/gatherings facilitated.</li> </ul>  | <ul style="list-style-type: none"> <li>. % change in average visitor length of stay in Central Coast</li> <li>. # of stakeholders networked in a consortia or similar model.</li> </ul> |
| <b>Connected and high-quality infrastructure, products and offering</b> | <ul style="list-style-type: none"> <li>. # audit/review findings and/or recommendations</li> <li>. # of integrated drive tours created.</li> </ul>                                   | <ul style="list-style-type: none"> <li>. # of grant funding applications</li> <li>. # of marketing activities promoting drive tours.</li> </ul>   | <ul style="list-style-type: none"> <li>. \$ value of grant funding secured</li> <li>. # of Coast to Canyon capital brand applications.</li> </ul>                                       |
| <b>Increased integrated marketing</b>                                   | <ul style="list-style-type: none"> <li>. # of targeted promotional initiatives/activities developed.</li> </ul>  | <ul style="list-style-type: none"> <li>. # of Coast to Canyon capital brand enquiries</li> <li>. # of stakeholders approached to join consortia marketing networks</li> <li>. # of meetings/ discussions with CCA.</li> </ul> | <ul style="list-style-type: none"> <li>. % change in average visitor spend per trip to Central Coast</li> <li>. # of members in new consortia marketing networks.</li> </ul>            |

# Central Coast Council

## List of Development Applications Determined

Period From: 01-July 2018 To 31-July 2018

| Application Number | Property Address                                | Development Application Type | Description of Proposed Use   | Application Date | Decision Date | Day Determined |
|--------------------|---|------------------------------|---|------------------|---------------|----------------|
| DA2018015          | U2, 7 Nell Crescent<br>Ulverstone 7315          | Discretionary                | Change of Use – Visitor Accommodation<br>Professional Services (office)   | 4/7/2018         | 20/7/2018     | 3              |
| DA212208-1         | 551 Gunns Plains Road<br>Gunns Plains 7315      | Minor Amendment              | Resource development (replacement<br>dwelling)  | 21/6/2018        | 20/7/2018     | 23             |
| DA217063           | 45 Coroneagh Street<br>Penguin 7316             | Discretionary                | Residential (dwelling and outbuildings -<br>garden shed and skillion and retaining walls)   | 7/6/2018         | 3/7/2018      | 26             |
| DA217199           | 37 Alexandra Road<br>Ulverstone 7315            | Discretionary                | Change of Use – garage to ancillary dwelling  | 19/6/2018        | 18/7/2018     | 29             |
| DA217205           | 133A South Road<br>Penguin 7316                 | Discretionary                | Residential (extension to existing shed)  | 27/4/2018        | 19/7/2018     | 17             |
| DA217223           | Preservation Drive<br>Preservation Bay 7316     | Discretionary                | Dwelling and outbuilding  | 28/6/2018        | 30/7/2018     | 15             |
| DA217226           | 83 Turners Beach Road<br>Turners Beach 7315     | Discretionary                | Residential (subdivision – amalgamation of<br>2 Lots)   | 30/5/2018        | 5/7/2018      | 36             |
| DA217234           | 2 Boathouse Lane<br>Heybridge 7316              | Discretionary                | Discretionary Permit Area <80m2   | 6/6/2018         | 6/7/2018      | 28             |
| DA217235           | 802 South Road<br>Penguin 7316                  | Discretionary                | Storage and Bulky goods sales (subdivision -<br>amalgamation of Titles, re-arrangement of<br>Lawful uses over the land and 4 wood yard<br>sheds | 18/6/2018        | 16/7/2018     | 28             |
| DA217239           | 50 South Road<br>Penguin 7316                   | Discretionary                | Carport   | 28/6/2018        | 25/7/2018     | 27             |
| DA217240           | Boyes Street<br>Turners Beach 7315              | Permitted                    | Residential (subdivision - boundary<br>adjustment)  | 6/6/2018         | 16/7/2018     | 24             |
| DA217242           | 100 Preservation Drive<br>Preservation Bay 7316 | Discretionary                | Dwelling and outbuilding  | 19/6/2018        | 19/7/2018     | 30             |

## Central Coast Council

### List of Development Applications Determined

Period From: 01-July-2018      To: 31-July-2018

| Application Number | Property Address                           | Development Application Type | Description of proposed Use            | Application Date | Decision Date | Day Determined |
|--------------------|--|------------------------------|--|------------------|---------------|----------------|
| DA217243           | 39 Sice Avenue<br>Heybridge 7316           | Permitted                    | Change of use – Visitor accommodation  | 19/6/2018        | 19/7/2018     | 15             |
| DA217244           | 7 Jesamel Place<br>West Ulverstone 7315    | Permitted                    | Dwelling and garage                    | 19/6/2018        | 4/7/2015      | 17             |
| DA217247           | 585 Preston Road<br>North Motton 7315      | Discretionary                | Residential (dwelling and outbuilding) | 21/6/2018        | 26/7/2015     | 26             |
| DA2018002          | U5/65 Queen Street<br>West Ulverstone 7315 | Discretionary                | Residential (outbuilding)              | 27/6/2018        | 30/7/2018     | 34             |
| DA2018004          | 119 White Hills Road<br>Penguin 7316       | Permitted                    | Residential (outbuilding)              | 2/7/2018         | 30/7/2018     | 28             |
| DA217229           | 2 Adina Court<br>Penguin 7316              | Discretionary                | Dwelling alteration                    | 21/6/2018        | 30/7/2018     | 13             |

**SCHEDULE OF STATUTORY DETERMINATIONS  
MADE UNDER DELEGATION**

Period: 1 July 2018 to 31 July 2018

Building Permits – 4

|                         |   |              |
|-------------------------|---|--------------|
| • New dwellings         | 2 | \$585,000.00 |
| • Outbuildings          | 0 | \$0.00       |
| • Additions/Alterations | 2 | \$145,000.00 |
| • Other                 | 0 | \$0.00       |
| • Units                 | 0 | \$0.00       |

Demolition Permit – 0

Permit of Substantial Compliance – Building –

Notifiable Work – Building – 13

|                         |   |                |
|-------------------------|---|----------------|
| • New dwellings         | 5 | \$1,688,968.00 |
| • Outbuildings          | 4 | \$74,345.00    |
| • Additions/Alterations | 3 | \$330,600.00   |
| • Other                 | 1 | \$2,000.00     |

Building Low Risk Work – 0

Certificate of Likely Compliance – Plumbing – 9

No Permit Required – Plumbing – 5

Food Business registrations (renewals) – 3

Food Business registrations – 1

Temporary Food Business registrations – 2

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 – 0



Cor Vander Vlist  
DIRECTOR COMMUNITY SERVICES



# School Bus Stop Shelter Policy

June 2018



**CENTRAL COAST COUNCIL**

PO Box 220 / DX 70506  
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## POLICY

The Central Coast Council will provide school bus stop shelters within the municipal area, subject to budgetary constraints, identified need and in accordance with the assessment criteria.

## PURPOSE OF POLICY

- (a) To provide a procedure for the erection of school bus stop shelter structures within the Central Coast municipal area.
- (b) To preserve the visual character and amenity of the Central Coast municipal area.
- (c) To ensure that school bus stop shelters do not impede vehicular or pedestrian traffic flow.
- (d) To ensure that the school bus stop shelter structure does not adversely affect the area in which it is located in terms of appearance, size, illumination, overshadowing or in any other way.
- (e) To assist applicants and the community in becoming aware of the guidelines for the erection of school bus stop shelters and to enable Council officers to provide accurate and consistent assessment of applications for the erection of school bus stop shelters.

## DEFINITIONS

**Applicant** – general public, community group or an organisation such as a local school, bus operator etc.

**School bus shelter** – structure, usually consisting of a roof and seating, located at, or near, an approved bus stop, for the convenience and shelter of persons waiting for school buses.

## STRATEGIC FRAMEWORK

The Council's School Bus Stop Shelter Policy complements and builds upon the Council's Strategic Plan 2014–2024 as follows:

Strategic Direction 4.3

- Develop and manage sustainable built infrastructure

As well as:

- meeting community needs and expectations;
- management of the Council's risk;
- achievement of better resource efficiency through the use of integrated systems; and
- compliance with State and Federal legislation.

## **STANDARD (INCLUDING RELEVANT LEGISLATION)**

This School Bus Stop Shelter Policy has been developed in accordance with the:

- . Disability Discrimination Act
- . Local Government Act 1993
- . Central Coast Planning Scheme 2013

## **REVIEW**

This Policy will be reviewed every five (5) years, unless organisational and legislative changes require more frequent modification.

## **APPENDICES**

The following appendices are attached to this Policy.

- . Procedure for the assessment and provision of school bus shelters.

## **RELATED DOCUMENTS**

- . Central Coast Council Strategic Plan 2014–2024
- . Corporate Folder
- . Risk Management Policy.

Sandra Ayton  
**GENERAL MANAGER**

June 2018

## PROCEDURE

School bus stop shelters will be provided up to the budgeted amount per financial year (usually one).

Where the value of applications received in one year exceeds the budget allocation, following suitable assessment, consultation and consideration in accordance with the “Assessment Criteria” a priority list shall be made. Any application received after the budget has been expended will be referred to the following year.

Consideration for a school bus stop shelter will require a minimum number of 5–8 people per site.

All requests are subject to application and approval by the Department of State Growth (DSG).

All applications that comply with the Assessment Criteria will involve a process of consultation with the bus operators (and/or driver) prior to submission to DSG for final approval.

All applicants will consider the requirements of the Council’s plans and policies concerning roadsides. Siting and site works will be harmonious with those requirements and availability of road reservation to site the shelter.

The Council will only provide cleaning and maintenance of the school bus stop shelters constructed under this Policy.

The Council will undertake an annual inspection as part of its building inspection regime, and carry out identified maintenance works or carry out maintenance, following assessment, upon a customer request.

Relocation of existing shelters will only occur when a shelter is no longer required by any person for use and there is no prospect of imminent use.

Any request for the provision of a gravel hardstand to bus stops will be provided subject to approval of the bus stop site by DSG.

School bus stop shelters are to be designed and constructed in accordance with the requirements of “Vic Roads Bus Shelter Guidelines”.

Adequate allocation being considered in the estimates for the erection of one school bus stop shelter per annum.

Building approval will be obtained where necessary for the construction of school bus stop shelters.

School bus stop shelter erections are to be in accordance with the requirements of the Central Coast Planning Scheme 2013.

No advertising on school bus stop shelters is to be allowed.

## ASSESSMENT CRITERIA

In particular but without limitation, the Council will consider the following matters when determining an application to erect a school bus stop shelter.

- (a) The siting, location, size, colour, and materials.
- (b) The architectural qualities, appearance, and visual impact on the local environment and streetscape.
- (c) The purpose of the shelter.
- (d) Retention of special qualities or features, such as trees and views.
- (e) Traffic and pedestrian safety.
- (f) Pedestrian circulation.
- (g) Impact on any nearby private property.

When assessing the compliance of any proposal, consideration will also be given to the following issues:

- (a) Shelters should be designed in consideration with the needs and character of the area in which they are to be installed.
- (b) Where possible and practical, school bus stop shelters should not become the dominant visual element in an area or streetscape, particularly in a residential environment.
- (c) Special consideration will be given in the assessment near buildings that are items of environmental heritage to ensure that they complement the visual quality of the building and streetscape generally.

CENTRAL COAST COUNCIL  
ANIMAL CONTROL BY-LAW  
BY-LAW 1 of 2018  
BY-LAW MADE UNDER SECTION 145  
OF THE *LOCAL GOVERNMENT ACT 1993*  
FOR THE PURPOSE OF  
REGULATING AND CONTROLLING ANIMALS WITHIN RESIDENTIAL AREAS

**PART 1 - PRELIMINARY**

**Short Title**

- 1 This by-law may be cited as the Animal Control By-law.

**Interpretation**

- 2 In this by-law:

"**the Act**" means the *Local Government Act 1993*;

"**animal**" means an animal referred to in section 3 of the *Animal Welfare Act 1993*;

"**approved**" means given the appropriate approvals by the Council in accordance with Council delegations or by the exercise of some other legislative instrument;

"**authorised officer**" means an employee of the Council authorised by the General Manager for the purposes of this by-law;

"**Council**" means the Central Coast Council;

"**Fowls**" means a hen as defined Animal Welfare (Domestic Poultry) Regulations 2013

"**General Manager**" means the General Manager of the Council appointed pursuant to section 61 of the Act;

"**owner**" includes the occupier or other person having the control and management of any land or premises;

"**poultry**" includes ducks, geese, guinea fowl, peacocks, pheasants, pigeons and domestic birds including caged birds.

## **Application**

- 3 (1) This by-law applies to the land in all the zones which including the term “Residential” within the Central Coast Council Interim Planning Scheme 2013 and any subsequent planning scheme.
- (2) For the Purposes of this by-law the area in sub-clause 1 above shall be the prescribed district.

## **PART 2 - CONTROL OF ANIMALS**

### ***Division 1 - Keeping Animals***

#### **Prohibition on keeping certain animals in the prescribed district**

- 4 A person must not have the care or charge of, any of the following animals in the prescribed district without a permit:
- (a) horses, cattle, other animals capable of being farmed or farming stock, including:
    - (i) sheep,
    - (ii) goats,
    - (iii) pigs,
    - (iv) donkeys;
  - (b) bees (in excess of 2 hives);
  - (c) poultry, excluding fowls.

**Penalty:** 5 penalty units

- 5 The General Manager may issue to a person who applies for a permit to have care or charge of animals of the following kinds, being pigs, horses or other livestock, roosters, bees and poultry, excluding fowls, upon such terms and conditions as the General Manager may determine.
- 6 An application for a permit to have care or charge of animals in the prescribed district is to be accompanied by the appropriate fee as determined by the Council.
- 7 The fee for an application for a permit to have care or charge of animals is at the discretion of the Council from year to year and at the commencement of this by-law is \$25 and will be reviewed as part of Council’s annual review of Fees and Charges.
- 8 A person must comply with the terms and conditions of any permit issued to have care of or charge of animals.

**Penalty:** 3 penalty units

#### **Keeping of fowls -**

- 9 A person must not keep any fowls within 6 metres of any dwelling-house, or within 1 metre of any fence line or boundary or allow any fowls to have access to any area



within 6 metres of a dwelling-house except if the sale of live fowls is part of the usual business of any shop and the fowls are in properly maintained cages and in accordance with any State Laws or regulations. .

**Penalty:** 3 penalty units

- 10 Up to 6 adult standard hens or 10 adult bantam hens can be kept without the requirement of a permit.
- 11 A person must comply with the terms and conditions of any permit issued.

**Penalty:** 3 penalty units

### **Keeping of bee hives**

- 12 The keeping of bees must be in accordance with the Code of Practice for Urban Beekeeping in Tasmania.
- 13 A person must not keep bees within 25 metres of a street or road and 25 metres of any other building in the occupation of any other person.

**Penalty:** 3 penalty units

- 14 A person must not keep bees within 4 metres of an adjoining boundary.

**Penalty:** 3 penalty units

### **Maintenance of premises used by animals**

- 15 The occupier of any premises where an animal is kept, must:
  - (a) keep any structures, buildings, enclosures or areas which the animal has access to in a clean and sanitary condition;
  - (b) dispose of bedding or floor covering, or waste food or store until disposed in a waterproof and tightly covered container;
  - (c) keep manure in a waterproof and/or tightly covered container when requested to do so by an authorised officer;
  - (d) not permit any build-up of manure such that there is any nuisance or run-off into rivers, drains or stormwater;
  - (e) empty any container used for keeping used bedding or floor covering, waste food, or manure regularly and keep the container hygienic;
  - (f) not allow the animal to cause any nuisance through smell, noise, rodents, flies or drainage;
  - (g) take all necessary steps to abate any nuisance that may arise as a result of keeping of the animal; and

- (h) maintain fencing or other structures, buildings or enclosures housing the animal to an adequate standard, as may be determined by an authorised officer, so as to prevent the escape of the animal onto a highway or another person's property.

**Penalty:** 3 penalty units

### **Proper location of animals**

16 The owner or person in the care of charge of an animal must ensure that it does not:

- (a) enter or remain on any property, without the consent of the owner or occupier of the property; or
- (b) enter any public land unless there is a sign displayed on that land authorising the entry of that kind of animal.

**Penalty:** 5 penalty units

17 The owner or person in the care of or charge of an animal must ensure that the animal is confined to:

- (a) the owner's property; or
- (b) a property on which the owner or occupier has consented that the farm animal maybe kept.

**Penalty:** 5 penalty units

### **Animal nuisance**

18 The owner or person in charge of an animal that fouls any public land or road must immediately clean up and dispose of the deposit in a lawful manner.

**Penalty:** 5 penalty units

19 If an animal under the care or control of any person attacks or bites any person or animal and the injuries caused by the animal to the person or animal are not in the nature of a serious injury, the owner of the animal is guilty of an offence.

**Penalty:** 5 penalty units

20 If an animal under the care or control of any person attacks or bites any person or animal and causes a serious injury to the person or a serious injury or death to the animal, the owner of the animal is guilty of an offence.

**Penalty:** 10 penalty units

21 An owner or occupier of premises must ensure that a nuisance is not created by an animal on those premises, or by the manner in which it is kept.

**Penalty:** 5 penalty units

- 22 The General Manager, if satisfied that a nuisance is caused, or contributed to, by the number or type of animals kept on any premises, may alter or amend the conditions on any permit instructing the reduction in specified animal numbers and/or type of animals being kept.
- 23 The owner or occupier of premises must ensure that the carcass of any animal on those premises is suitably disposed of within a reasonable time after which the carcass has been discovered.

**Penalty:** 5 penalty units

- 24 For clause 23 suitable disposal means:

- (a) disposal at an authorised local government waste management site; or
- (b) subject to any other relevant legislation complete cremation of the entire carcass; or
- (c) burial of the entire carcass in accordance with the following conditions:
  - (i) the top of the carcass must not be within 600mm of the surface of the ground; and
  - (ii) the carcass must be covered with lime to a depth no less than 50mm; and
  - (iii) burial must not be within 100 metres of any watercourse or building, or subject to any overflow from any watercourse; and
  - (iv) the grave must be protected from scavenging animals.

**Penalty:** 5 penalty units

### **Refusal of application to keep animals**

- 25 The General Manager may refuse an application for a permit to keep an animal where the General Manager is of the opinion that:
- (a) the premises to which the application relates are not fit for the purpose proposed in the application; or
  - (b) it is in the public interest to refuse the application.

## ***Division 2 - Seizure, Detention and Impounding of Animals***

### **Seizure, detention and impounding animals**

- 26 An authorised officer may:
- (a) in accordance with section 194 of the *Local Government Act 1993*, seize, detain and impound any animal found straying or at large; and

- (b) seize, detain and impound an animal where the authorised officer believes an offence has been committed under Part 2 of this by-law.

### **Notice of impounding**

- 27 If an animal has not been claimed by its owner or a person on behalf of the owner within 48 hours of it being impounded, the General Manager is to give notice to the owner of the animal in accordance with section 195 of the *Local Government Act 1993*.
- 28 If the owner of an impounded animal cannot be ascertained or found, the General Manager is to publish notice of the impounding of the animal in accordance with section 195 of the *Local Government Act 1993*.

### **Fees, costs and charges**

- 29 The owner of an impounded animal must pay any fees, costs and charges in respect of the impounding, maintenance and treatment of the animal, as notified by the General Manager.
- 30 The General Manager may detain an impounded animal until any fees, costs and charges specified in a notice are paid.

### **Sale or destruction of animals**

- 31 The General Manager may:
  - (a) sell, give away free of charge or destroy any impounded animal, in accordance with section 197 of the *Local Government Act 1993*, if:
    - (i) no one has claimed the animal within 14 days of impounding; or
    - (ii) any fees, costs and charges specified by notice have not been paid within the time specified in that notice; and
  - (b) arrange for an impounded animal to be destroyed, in accordance with section 198 of the *Local Government Act 1993*, if, in the opinion of a qualified veterinary surgeon, the animal is:
    - (i) seriously diseased; or
    - (ii) so injured or disabled as to be apparently in continual pain.

### **Interference with animals in pounds**

- 32 A person must not:
  - (a) remove or interfere with any animal seized under this Division; or
  - (b) destroy or damage any structure, enclosure or pound in which animals seized under this Division are detained.

**Penalty:** 10 penalty units

- 33 An authorised officer may:
- (a) seize an animal that is illegally removed; and
  - (b) detain the animal until the fees and costs arising from its detention and retrieval are paid.

### ***Division 3 - Powers of Entry***

#### **Entering private premises**

- 34 An authorised officer may enter and remain in or on any private premises to determine:
- (a) the number of animals on those premises; and
  - (b) whether or not any animal on those premises is authorised under a permit, licence or other authority; and
  - (c) any other matter relating to any permit, licence or authority, or any application for a permit, licence or written authority.
- 35 An authorised officer may require the occupier of the premises to produce for inspection by the authorised officer on the premises:
- (a) all animals of which the occupier is the owner; and
  - (b) any other animals kept on those premises; and
  - (c) evidence of authorisation to keep those animals on those premises.

#### **Entering land**

- 36 An authorised officer who has reason to believe that the owner or person in charge of an animal has committed an offence under this by-law may:
- (a) enter onto land owned or occupied by that person; or
  - (b) search for and seize any animal on that land.

### **PART 3 - PERMITS AND LICENCES**

- 37 Any application for a licence or permit pursuant to this by-law is to be in accordance with the relevant form in the Schedule 1.
- 38 Permits issued under this by-law are in the form as appearing in the Schedule 2 to this by-law.
- 39 The holder of a licence issued pursuant to this Division must comply with the terms and conditions thereof.

- 40 The licence will be issued pursuant to this by-law subject to such conditions as the General Manager may consider necessary.

## **PART 4 - INFRINGEMENT NOTICES AND EXPENSES**

### **Infringement notices**

- 41 In this clause - "specified offence" means an offence against the clause specified in Column 1 of Schedule 3.
- 42 An infringement notice may be issued in respect of a specified offence and the monetary penalty set out adjacent to the offence in Column 3 of Schedule 3 is the penalty payable under the infringement notice for that offence.
- 43 An authorised officer may:
- (a) issue an infringement notice to a person who the authorised officer has reason to believe is guilty of a specified offence; and
  - (b) issue one infringement notice in respect of more than one specified offence.
- 44 The *Monetary Penalties Enforcement Act 2005* applies to an infringement notice issued under this by-law.

### **Recovery of costs**

- 45 Any expense incurred by Council as a result of a person's contravention or failure to comply with a provision of this by-law is recoverable by the Council as a debt due to it from the person failing to comply or contravening the by-law.

**SCHEDULE**

**1. APPLICATIONS**

APPLICATION FOR PERMIT TO KEEP HORSE, PIG, LIVESTOCK BEES OR  
POULTRY

Full name of Applicant .....

Full residential address of Applicant

.....

.....

Animal to be kept .....

Full details and address of where animal is to be kept (i.e sty, stable, open paddock)

.....

.....

.....

Dated this .....day of ..... 20

I have read the Council By-Law relevant to this application and agree to abide by the  
conditions therein

.....

Applicant Signature

## 2. PERMITS

### PERMIT TO KEEP A HORSE, PIG, LIVESTOCK, BEES OR POULTRY

Full name of permit holder.....

Full residential address of permit holder

.....  
.....

This is to certify that the permit holder is permitted to keep the following

.....

At

.....  
.....

Dated this .....day of ..... 20

.....

GENERAL MANAGER

This permit is valid only for the number of animals named above.

Should a nuisance be reported in relation to the keeping of the said animals then this permit may be reviewed.



### 3 INFRINGEMENT NOTICE OFFENCES

| Column 1<br>CLAUSE | Column 2<br>GENERAL DESCRIPTION OF OFFENCE                     | Column 3<br>PENALTY<br>(Penalty units) |
|--------------------|--|--|
| 4                  | Prohibition on keeping certain animals in the prescribed areas | 5                                      |
| 8                  | Non-compliance with permit                                     | 3                                      |
| 9                  | Keeping of fowls/poultry near premises and fences              | 3                                      |
| 11                 | Non-compliance with permit                                     | 3                                      |
| 13                 | Keeping bees too close to roads or buildings                   | 3                                      |
| 14                 | Keeping bees too close to boundary                             | 3                                      |
| 15                 | Maintenance of premises used by animals                        | 3                                      |
| 16                 | Animals wandering from premises                                | 5                                      |
| 17                 | Farm animals wandering from premises                           | 5                                      |
| 18                 | Failure to clean up after animal fouls on public land or road  | 5                                      |
| 19                 | Animal attacking person or other animal                        | 5                                      |
| 20                 | Animal attacking person or other animal causing serious harm   | 10                                     |
| 21                 | Animal creating a nuisance                                     | 5                                      |
| 23                 | Removal of carcass of deceased animal                          | 5                                      |
| 24                 | Suitable disposal of carcass                                   | 5                                      |
| 32                 | Interference with impounded animals                            | 10                                     |

Certified that the provisions of the By-Law are in accordance with the law by

.....

G Williams

Barrister and Solicitor

Dated this ..... day of ..... 2018

At Ulverstone

Certified that the By-law is made in accordance with the *Local Government Act 1993* by

.....

S Ayton

General Manager

Dated this .....day of ..... 2018

At Ulverstone

The Common Seal of the CENTRAL COAST  
COUNCIL, Tasmania has been hereunto affixed  
pursuant to delegated power for and on behalf of the  
CENTRAL COAST COUNCIL in the presence of:

Signature .....

Sandra Ayton

General manager

Witness Signature.....

Witness Full Name: .....

Witness Full Address: .....



## SCHEDULE OF CONTRACTS AND AGREEMENTS

(Other than those approved under the Common Seal)

Period: 1 to 31 July 2018

### *Contracts*

- . Contract No. 6/2017–2018  
GHD  
Provision of geotechnical investigation and design to enable reconstruction of four sections of roadway on South Riana Road and Lowana Road and provision of design for the rehabilitation of Marshalls Bridge Road  
Net Price \$80,164.70 (excl. GST)
- . Contract No. 15/2017–2018  
True Value Solar Pty Ltd  
Supply and installation of solar panels at Ulverstone Sports & Leisure Centre and Central Coast Council Administration Centre  
Net Price \$65,889.00\* (\*final contract figure dependent on STC price obtained)
- . Contract No. 17/2017–2018  
TR & KR Shipton Pty Ltd  
Supply and delivery of CASE IH Farmall 75 C tractor and fittings, less trade-in of Massey Fergusson 5435, plus optional change of turf tyres, plus optional five year/5,000 hours extended warranty  
Net Price \$52,108.85 (incl. GST)
- . Contract No. 18/2017–2018  
Hardings Hotmix Pty Ltd  
Construction of roundabout at intersection of James, Grove and Gollan Streets and rehabilitation works in Gollan Street  
Net Price \$237,288.50

### *Agreements*

- . Land acquisition  
Lowana Road, Gunns Plains (approx. 730m<sup>2</sup>)  
\$1,000.00 (incl. GST)
- . APH Agreement  
Unit 13 Cooina, 35–37 Main Street, Ulverstone

- . Agreement to lease land for purpose of car park  
74-76 Main Road, Penguin  
Five year period for annual rental of \$5,000.00 (excl. GST)
- . Lease Agreement  
North West Woodcraft Guild Inc.  
Lease of property - Certificate of Title Volume 198435 Folio 1 for use as clubrooms, workshop, craft outlet and teaching workshop for a period of one year from 1 July 2018
- . Lease Agreement  
Ulverstone Surf Life Saving Club Inc.  
Lease of property for use as Surf Life Saving Club and function facility for a period of five years from 1 January 2018
- . Footpath Works Agreement  
Telstra Corporation Ltd  
Relocation or alteration of Telstra infrastructure  
July 2018 to April 2021
- . Grant Agreement  
Department of Education and Training  
Support child care services to address barriers to child care participation, particularly targeting disadvantaged and vulnerable families and communities, and to support services to transition to and operate viably under the new child care system and to support their longer term sustainability
  - . Ulverstone East Child Centre Outside School Hours Care - \$66,500.00 (GST excl.) - 2 July 2018 to 30 June 2023
  - . Penguin Fun Club Outside School Hours Care - \$125,000.00 (GST excl.) - 2 July 2018 to 30 June 2023
  - . Forth Outside School Hours Care - \$99,000.00 (GST excl.) - 2 July 2018 to 30 June 2021
- . Listing Agreement  
Zoom Property Agents  
4 Arnold Street, Penguin



Sandra Ayton  
GENERAL MANAGER



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

Period: 17 July 2018 – 20 August 2018

*Documents for affixing of the common seal*

Nil

*Final plans of subdivision sealed under delegation*

- . Final Plan of Survey  
Explorer Drive, Turners Beach – Lot 40  
Application No. SUB2007.29
  
- . Final Plan of Survey  
149 West Pine Road & CT121265, Penguin (dwelling excision and  
amalgamation of Titles)  
Application No. DA21618
  
- . Final Plan of Survey  
Lot 61 Pengana Heights, Penguin (Subdivision)  
Application No. SUB2003.20

Sandra Ayton  
GENERAL MANAGER