

Notice of Ordinary Council Meeting and

# Agenda

19 NOVEMBER 2018

---

To all Councillors

NOTICE OF MEETING

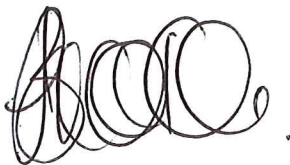
In accordance with the *Local Government (Meeting Procedures) Regulations 2015*, notice is given of the next ordinary meeting of the Central Coast Council which will be held in the Council Chamber at the Administration Centre, 19 King Edward Street, Ulverstone on Monday, 19 November 2018. The meeting will commence at 6.00pm.

An agenda and associated reports and documents are appended hereto.

A notice of meeting was published in The Advocate newspaper, a daily newspaper circulating in the municipal area, on 6 January 2018.

Dated at Ulverstone this 14<sup>th</sup> day of November 2018.

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



Lou Brooke  
EXECUTIVE SERVICES OFFICER

# **Code of Conduct of Councillors**

## **PART 1 – Decision making**

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

## **PART 2 – Conflict of interest**

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

### **PART 3 – Use of office**

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

### **PART 4 – Use of resources**

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

### **PART 5 – Use of information**

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



## **PART 6 – Gifts and benefits**

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

## **PART 7 – Relationships with community, councillors and Council employees**

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

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

### **PART 8 – Representation**

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

### **PART 9 – Variation of Code of Conduct**

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

---

*QUALIFIED PERSON'S ADVICE*

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

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

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

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



Sandra Ayton  
GENERAL MANAGER

---

## **AGENDA**

**COUNCILLORS ATTENDANCE**

**COUNCILLORS APOLOGIES**

**EMPLOYEES ATTENDANCE**

**GUEST(S) OF THE COUNCIL**

**MEDIA ATTENDANCE**

**PUBLIC ATTENDANCE**

**OPENING PRAYER**

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

**BUSINESS**

See Contents – Page 2

---

## Contents

<b>1</b>	<b>CONFIRMATION OF MINUTES OF THE COUNCIL</b>	<b>4</b>
<b>2</b>	<b>COUNCIL WORKSHOPS</b>	<b>4</b>
<b>3</b>	<b>MAYOR'S COMMUNICATIONS</b>	<b>5</b>
3.1	Mayor's communications	5
3.2	Mayor's diary	5
3.3	Declarations of interest	8
3.4	Public question time	8
<b>4</b>	<b>COUNCILLOR REPORTS</b>	<b>9</b>
<b>5</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE</b>	<b>9</b>
<b>6</b>	<b>DEPUTATIONS</b>	<b>10</b>
<b>7</b>	<b>PETITIONS</b>	<b>10</b>
<b>8</b>	<b>COUNCILLORS' QUESTIONS</b>	<b>11</b>
8.1	Councillors' questions without notice	11
8.2	Councillors' questions on notice	13
<b>9</b>	<b>DEPARTMENTAL BUSINESS</b>	<b>15</b>
	<b>GENERAL MANAGEMENT</b>	<b>15</b>
9.1	Minutes and notes of committees of the Council and other organisations	15
9.2	Declaration of poll following the holding of the 2018 Local Government Elections	15

---

9.3	Declaration of office as Mayor, Deputy Mayor or Councillor following the holding of the 2018 Local Government Elections	18
9.4	Acknowledgement of former Councillors	19
9.5	Adjournment of meeting	21
9.6	Schedule of Appointments to Statutory Bodies, Groups and Organisations, Council and Special Committees, Community Advisory Groups and Working Groups (334/2014 – 17.11.2014)	21
9.7	Payment of allowances to the Mayor, Deputy Mayor and Councillors and the reimbursement of expenses (404/2011 – 12.12.2011)	27
9.8	Council and Development Support Special Committee meeting schedule 2019 (397/2011 – 12.12.2011)	36
	<b>COMMUNITY SERVICES</b>	<b>39</b>
9.9	Statutory determinations	39
9.10	Council acting as a planning authority	39
9.11	Sports and Recreation (urban bike park) – variation to E9 Traffic Generation and Parking Code at 29 and 57 Water Street, Ulverstone – Application No. DA2018070	40
	<b>INFRASTRUCTURE SERVICES</b>	<b>67</b>
9.12	Tenders for resealing of urban and rural roads 2018–2019	67
	<b>ORGANISATIONAL SERVICES</b>	<b>71</b>
9.13	Contracts and agreements	71
9.14	Correspondence addressed to the Mayor and Councillors	71
9.15	Common seal	73
<b>10</b>	<b>CLOSURE OF MEETING TO THE PUBLIC</b>	<b>74</b>
10.1	Meeting closed to the public	74
10.2	Confirmation of Closed session minutes	77

---

GENERAL MANAGEMENT	79
10.3 Minutes and notes of other organisations and committees of the Council	79

---

## **1 CONFIRMATION OF MINUTES OF THE COUNCIL**

### **1.1 Confirmation of minutes**

The Executive Services Officer reports as follows:

“The minutes of the previous ordinary meeting of the Council held on 15 October 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.

A suggested resolution is submitted for consideration.”

- “That the minutes of the previous ordinary meeting of the Council held on 15 October 2018 be confirmed.”

-----  
-----  
-----

## **2 COUNCIL WORKSHOPS**

### **2.1 Council workshops**

The Executive Services Officer reports as follows:

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

- . 12.11.2018 – Councillors induction.

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

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



---

---

---

### **3 MAYOR'S COMMUNICATIONS**

#### **3.1 Mayor's communications**

The Mayor to report:

---

---

---

#### **3.2 Mayor's diary**

The Mayor reports as follows:

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

- . Cradle Coast Authority – Workshop re Future of the Cradle Coast Regional Tourism Organisation (Burnie)
- . Ulverstone Senior Citizens Club – Mayor's Cup/Bowls presentation
- . Radio community reports
- . Rotary Club of Ulverstone West – Health & Wellbeing Expo
- . Leven Yacht Club – season opening day 'Sail-past Salute'
- . Rotary Club of Ulverstone West and beyondblue – Gala Presentation Dinner
- . Creative Communities International – 7 Day Makeover revitalising Penguin – Generating Ideas and Project Planning
- . The Naval Association of Australia, Devonport/Ulverstone Sub-Section – Navy Day 2018 Service, including Dedication of Tasmanian Naval Memorial in Shropshire Park – with welcome address and formal wreathlaying
- . Lions Club of Penguin – Penguin 70s and Over Dinner
- . Tasmanian Water and Sewerage Corporations – Board Selection Committee meeting and dinner (Hobart)
- . Cradle Coast General Managers – meeting (Burnie)

- 
- . Creative Communities International – 7 Day Makeover revitalising Penguin – Launch party
  - . Cradle Coast Authority – Regional Futures Plan – Governance Model Workshop (Burnie)
  - . Telstra – media event re new mobile base station in Sulphur Creek
  - . Hellyer College – Statement of Strategic Intent launch (Burnie)
  - . Gunns Plains Potato Festival 2018 – events judging
  - . Dementia-Friendly Central Coast – Connect Café
  - . Shadow Minister for Regional Services, Territories and Local Government, and Federal Member for Braddon – meeting re Penguin foreshore erosion
  - . Central Coast Youth Engaged Committee and Central Coast Chamber of Commerce and Industry – Annual Business Breakfast
  - . Funeral for the late Grahame Medcraft (Council Construction Team employee)
  - . Ulverstone High School – ‘Disney the Lion King JR’ production opening night
  - . Lions Club of Ulverstone – Bale to Paddock Project auction
  - . Ulverstone RSL Sub-branch – Remembrance Day commemoration/celebration of the Centenary of the Armistice to end the First World War, with formal wreathlaying
  - . Rotary Club of Ulverstone West – ArtExt 2018 sponsors’ cocktail event and official opening
  - . Central Coast Community Shed – morning tea with Federal Member for Braddon recognising grant funding for precinct pathways project.”

The Deputy Mayor reports as follows:

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

- . Ulverstone Judo Club – annual invitational championship medal presentations.”

Cr van Rooyen reports as follows:

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

- . Penguin RSL Sub-branch – Remembrance Day service, with formal wreathlaying.”

The Executive Services Officer reports as follows:

“A suggested resolution is submitted for consideration.”

- “That the Mayor’s, Deputy Mayor’s and Cr van Rooyen’s reports be received.”

---

---

---

### 3.3 Declarations of interest

The Mayor reports as follows:

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

The Executive Services Officer reports as follows:

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

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

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

---

---

---

### 3.4 Public question time

The Mayor reports as follows:

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

---

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

-----

-----

-----

## **4 COUNCILLOR REPORTS**

### **4.1 Councillor reports**

The Executive Services Officer reports as follows:

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

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

-----

-----

-----

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

### **5.1 Leave of absence**

The Executive Services Officer reports as follows:

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

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

---

There are no applications for consideration at this meeting.”

-----

-----

-----

## **6        DEPUTATIONS**

### **6.1     Deputations**

The Executive Services Officer reports as follows:

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

-----

-----

-----

## **7        PETITIONS**

### **7.1     Petitions**

The Executive Services Officer reports as follows:

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

-----

-----

-----

---

## 8 COUNCILLORS' QUESTIONS

### 8.1 Councillors' questions without notice

The Executive Services Officer reports as follows:

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

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

---

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

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

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

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

---

## 8.2 Councillors' questions on notice

The Executive Services Officer reports as follows:

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

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

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

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

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

No questions on notice have been received."

---

---

---



---

## NOTES

## **9 DEPARTMENTAL BUSINESS**

### **GENERAL MANAGEMENT**

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

The General Manager reports as follows:

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

- . Central Coast Community Shed Management Committee – meeting held 1 October 2018
- . Dial Park Management Committee – meeting held 9 October 2018.

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

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

---

---

---

#### **9.2 Declaration of poll following the holding of the 2018 Local Government Elections**

The General Manager reports as follows:

##### *“PURPOSE*

This report is to record the advice of the declaration of the poll of the 2018 Local Government Elections.

##### *BACKGROUND*

The Council has nine Councillors (elected members). Except where a Councillor is elected to fill a casual vacancy, each Councillor serves a four-year term. The term of a Councillor elected to a casual vacancy by means of a re-count ends at the next ordinary election.

The Council has a Mayor and Deputy Mayor, each appointed for a term of four years.

A poll in respect to the election of Mayor, Deputy Mayor and Councillors is conducted simultaneously by a system of postal voting. The election is conducted by the Electoral Commissioner, Tasmanian Electoral Commission.

For the 2018 Local Government Elections the following elections were scheduled to take place:

- . election of nine Councillors;
- . election of Deputy Mayor;
- . election of Mayor.

On 2 November 2018, Sherri Nolan, Returning Officer for the Central Coast Council election, declared the following candidates elected (in order of election) as Councillors:

- . Cr Jan Bonde
- . Cr Cheryl Fuller
- . Cr Garry Carpenter
- . Cr Tony van Rooyen
- . Cr Philip Viney
- . Cr Amanda Diprose
- . Cr Annette Overton
- . Cr John Beswick
- . Cr Casey Hiscutt.

On 2 November 2018, Sherri Nolan, Returning Officer for the Central Coast Council election, declared the following candidates elected for the offices of Mayor and Deputy Mayor for the next four-year term:

- . Cr Jan Bonde as Mayor
- . Cr Garry Carpenter as Deputy Mayor.

The Returning Officer has provided a copy of the Certificate of Election. A copy is appended to this report.

For the purposes of record, it is noted that:

- . 21 candidates nominated for election to the office of Councillor;
- . two candidates nominated for election to the office of Mayor;
- . five candidates nominated for election to the office of Deputy Mayor;
- . five sitting Councillors whose terms had expired sought re-election;
- . four new Councillors were elected;

- . Cr Jan Bonde was returned as Mayor;
- . Cr Garry Carpenter was elected as Deputy Mayor;
- . the number of electors enrolled for the election was 17,094 (comprising the General Manager's enrolment of 49 and the House of Assembly enrolment of 17,045); and
- . the formal vote received for the election of Councillors was 52.85%.

#### *DISCUSSION*

Discussion is not relevant to this report.

#### *CONSULTATION*

The Council funded the holding of a Candidates' Forum which was held (prior to the postal ballot) on 9 October 2018.

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

The Estimates provide a budgeted sum for the conduct of elections.

#### *CORPORATE COMPLIANCE*

The *Local Government Act 1993* provides the statutory process for the conduct of elections.

#### *CONCLUSION*

It is recommended that the General Manager's report be received."

The Executive Services Officer reports as follows:

"A copy of the Certificate of Election having been circulated to all Councillors, a suggested resolution is submitted for consideration."

- "That the General Manager's report (a copy of the Certificate of Election being appended to and forming part of the minutes) be received."

-----  
-----  
-----

### **9.3 Declaration of office as Mayor, Deputy Mayor or Councillor following the holding of the 2018 Local Government Elections**

The General Manager reports as follows:

*"PURPOSE*

This report is to provide for and record the declaration of office as Mayor, Deputy Mayor and Councillor in respect of the newly elected Mayor, Deputy Mayor and Councillors.

*BACKGROUND*

The *Local Government Act 1993* (s. 321) provides as follows:

- '(1) Any person elected as councillor must make a prescribed declaration in a prescribed manner.
- (2) A person elected as a councillor who has not made a declaration must not –
  - (a) act in the office of councillor, mayor or deputy mayor; or
  - (b) take part in the proceedings of any meeting of the council or a committee.
- (3) A council is to acknowledge the making of a declaration at its meeting and the general manager is to record that fact in the minutes of that meeting.'

The following declarations were made on 6 November 2018 and the appropriate forms completed:

- . Cr Jan Bonde as Mayor
- . Cr Jan Bonde as Councillor
- . Cr Garry Carpenter as Deputy Mayor
- . Cr Garry Carpenter as Councillor
- . Cr Cheryl Fuller as Councillor
- . Cr Philip Viney as Councillor
- . Cr Amanda Diprose as Councillor
- . Cr Annette Overton as Councillor
- . Cr John Beswick as Councillor
- . Cr Casey Hiscutt as Councillor.

The following declaration was made on 8 November 2018 and the appropriate forms completed:

. Cr Tony van Rooyen as Councillor.

*DISCUSSION*

Discussion is not relevant to this report.

*CONSULTATION*

Consultation is not relevant to this report.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

This report has no impact on resources.

*CORPORATE COMPLIANCE*

The *Local Government Act 1993* provides for the making of declarations by the Mayor, Deputy Mayor and Councillors upon their election and prior to taking office.

*CONCLUSION*

It is recommended that the General Manager's report be received."

The Executive Services Officer reports as follows:

"A suggested resolution is submitted for consideration."

- "That the General Manager's report be received."

-----  
-----  
-----

#### **9.4 Acknowledgement of former Councillors**

The General Manager reports as follows:

### *"PURPOSE*

The purpose of this report is to invite acknowledgement of the contributions made to the Council by former Councillors John Bloomfield, Kathleen Downie, Gerry Howard and Rowen Tongs.

### *BACKGROUND*

Former Councillors John Bloomfield, Kathleen Downie, Gerry Howard and Rowen Tongs did not seek re-election to the Council in the 2018 Local Government elections.

### *DISCUSSION*

Cr John Bloomfield served on the Central Coast Council for two terms (seven years), having initially been elected to the Council on 28 October 2011 and re-elected in 2014. Cr Bloomfield also served three terms (nine years) on the Ulverstone Municipal Council, from 1984 to 1993.

Cr Kathleen Downie served on the Central Coast Council for two terms (seven years) as Councillor, having been elected on 28 October 2011 and re-elected in 2014. Cr Downie was elected as Deputy Mayor on 31 October 2014 for a period of four years.

Cr Gerry Howard served on the Central Coast Council for three terms (eleven years), having been elected on 3 November 2007 and re-elected in 2009 and 2014.

Cr Rowen Tongs served on the Central Coast Council for two terms (seven years), having been and was elected on 28 October 2011 and re-elected in 2014.

It is customary that former Councillors are invited as guests to the Councillor's Christmas function to receive a Certificate of Service to the Council.

### *CONSULTATION*

Consultation is not relevant to this report.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

Should the Council adopt the recommendation in this report, there will be minor expenses associated with Certificate of Service preparation and meal costs.

### *CORPORATE COMPLIANCE*

Corporate compliance is not relevant to this report.

*CONCLUSION*

It is recommended that a 'minute of appreciation' be recorded in acknowledgement of the contributions of former Councillors John Bloomfield, Kathleen Downie, Gerry Howard and Rowen Tongs and that they be invited as guests to the Councillor's Christmas function to receive a Certificate of Service to the Council."

The Executive Services Officer reports as follows:

"A suggested resolution is submitted for consideration."

■ "That a 'minute of appreciation' be recorded in acknowledgement of the contributions of former Councillors John Bloomfield, Kathleen Downie, Gerry Howard and Rowen Tongs and that they be invited as guests to the Councillor's Christmas function to receive a Certificate of Service to the Council."

-----

-----

-----

## **9.5 Adjournment of meeting**

The General Manager reports as follows:

"In order to effectively consider the Schedule of Appointments to Statutory Bodies, Groups and Organisations, Council and Special Committees, Community Advisory Groups and Working Groups at Agenda Item No. 9.6, it is appropriate that the meeting be adjourned to enable the Schedule to be workshopped prior to resumption of the meeting and formal resolution of the agenda item."

-----

-----

-----

## **9.6 Schedule of Appointments to Statutory Bodies, Groups and Organisations, Council and Special Committees, Community Advisory Groups and Working Groups (334/2014 – 17.11.2014)**

The General Manager reports as follows:



“The Executive Services Officer has prepared the following report.

*‘PURPOSE*

The purpose of this report is to consider a review of the Schedule of Appointments to Statutory Bodies, Groups and Organisations, Council and Special Committees, Community Advisory Groups and Working Groups (but not including staff working groups and teams).

*BACKGROUND*

Immediately following the Local Government Elections, the Council undertakes a review of its Schedule of Appointments. The Schedule, as intermittently amended since its last full review on 17 November 2014 (Minute No. 334/2014), currently provides appointment details as follows:

STATUTORY APPOINTMENTS	APPOINTMENT
Cradle Coast Authority – Representatives Group	Mayor (Standing appointment [Stdng Appt.]) General Manager (Stdng Appt.) Proxy: GM to appoint
Dulverton Regional Waste Management Authority – Representatives Group	Cr General Manager (Stdng Appt.) Proxy: Cr
Local Government Association of Tasmania – Annual General Meeting and Members Conferences	Mayor (Standing appointment [Stdng Appt.]) Deputy Mayor (Stdng Appt.) General Manager (Stdng Appt.)
Local Government Association of Tasmania – General Management Committee	Mayor (Stdng Appt.) Proxy: Devonport City Council Mayor (Stdng Appt.)
Tasmanian Water and Sewerage Corporation Pty Ltd – Owners’ Representatives Group	Mayor (Stdng Appt.) Proxy: Cr

---

Central Coast Shared Audit Panel	Cr
	Cr
	Proxy: Cr
	General Manager (Stdng Appt.)

---

GROUPS AND ORGANISATIONS	APPOINTMENT
Bush Watch Western District Committee	Cr
	Proxy: Cr
Central Coast Chamber of Commerce and Industry Inc.	Cr
	Proxy: Cr
Mersey–Leven Emergency Management Planning Committee	Mayor (Stdng Appt.)
Penguin Surf Life Saving Club	Cr
	Proxy: Cr
Ulverstone Band	Cr
	Proxy: Cr
Ulverstone Surf Life Saving Club	Cr
	Proxy: Cr
Caves to Canyon Tourism Association	Cr
	Proxy: Cr
Slipstream Circus Board Inc.	Cr
	Proxy: Cr
Sprent Primary School Association	Cr
	Proxy: Cr

---

## GENERAL MANAGEMENT

---

COUNCIL AND SPECIAL COMMITTEES	APPOINTMENT
Development Support Committee	Mayor (Stdng Appt.) Cr Cr Cr Cr General Manager (Stdng Appt.) Proxy: Cr Proxy: Cr
East Ulverstone Swimming Pool Management Committee	Cr Proxy: Cr
Penguin Miniature Railway Management Committee (Special)	Cr Proxy: Cr
Riana Community Centre Advisory Committee	Cr Proxy: Cr
Central Coast Community Shed Management Committee	Cr Proxy: Cr

COMMUNITY ADVISORY GROUPS	APPOINTMENT
Central Coast Community Safety Partnership Committee	Mayor (Stdng Appt.) Cr General Manager (Stdng Appt.) Rep. Community Services Department Proxy: Cr
Central Coast Youth Engaged Steering Committee	Cr Proxy: Cr

---

Ulverstone Wharf Precinct Advisory Committee	Cr Proxy: Cr
--	-----------------

---



---

WORKING GROUPS	APPOINTMENT
Australia Day Awards Committee	Cr Proxy: Cr
General Manager Performance Review Panel	Mayor (Stdng Appt.) Deputy Mayor (Stdng Appt.) Cr Proxy: Cr
Small Grants Panel	Cr Cr Cr Two representatives of the Community Services Department Proxy: Cr

---

A copy of the Schedule outlining Committee formation and meeting details is appended to this report.

#### *BACKGROUND*

The Council's practice of providing a governance/management structure based on a combination of Council meetings and delegations has proven to be substantially superior in efficiency and effectiveness as opposed to the management of business through a Committee-based system. Committees are extremely resource hungry and inefficient in terms of day-to-day decision making and should only be created when all other alternative considerations have been exhausted and there is a clear need to do so.

Review of existing committees and appointments is ongoing and, should changes be required or warranted prior to the next Local Government Elections, they will be dealt with as they arise.

### *CONSULTATION*

Consultation is only required in terms of confirming current membership of Special Committees and Advisory Groups.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

This is a governance matter. The Estimates provide for the governance operations of the Council.

### *CORPORATE COMPLIANCE*

The *Local Government Act 1993* provides for the establishment of council committees and special committees.

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

#### The Environment and Sustainable Infrastructure

- Invest in and leverage opportunities from our natural environment
- Contribute to a safe and healthy environment
- Develop and manage sustainable built infrastructure
- Contribute to the preservation of the natural environment

#### Council Sustainability and Governance

- Improve corporate governance
- Improve service provision
- Improve the Council's financial capacity to sustainably meet community expectations
- Effective communication and engagement
- Strengthen local–regional connections.

### *CONCLUSION*

The Schedule is submitted for review. Amendments made at this meeting will then be reflected in the Schedule to be appended to the minutes as part of the decision.'

The report is supported."

The Executive Services Officer reports as follows:

“A copy of the current Schedule of Appointments to Statutory Bodies, Groups and Organisations, Council and Special Committees, Community Advisory Groups and Working Groups having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Schedule of Appointments to Statutory Bodies, Groups and Organisations, Council and Special Committees, Community Advisory Groups and Working Groups be and is hereby amended as provided for within the Schedule (a copy being appended to and forming part of the minutes).”
- 
- 
- 

#### **9.7 Payment of allowances to the Mayor, Deputy Mayor and Councillors and the reimbursement of expenses (404/2011 – 12.12.2011)**

The General Manager reports as follows:

“The Executive Services Officer provides the following report.

*‘PURPOSE*

The purpose of this report is to record the payment of allowances and to review the Council’s policy in respect of the reimbursement of expenses to the Mayor, Deputy Mayor and Councillors.

*BACKGROUND*

The payment of annual allowances and the reimbursement of expenses to the Mayor, Deputy Mayor and Councillors is determined by the *Local Government Act 1993* (“the Act”) and the *Local Government (General) Regulations 2015* (“the Regulations”).

Regulation 42 provides as follows:

“(1) In this regulation –

***current period means*** a 12-month period commencing on 1 November in any calendar year after 2014;

***inflationary factor***, in respect of each calendar year, means the amount ascertained by dividing the Wage Price Index figure for the June quarter of that year by the Wage Price Index figure for the June quarter of the previous calendar year;

***June quarter***, in relation to a calendar year, means April, May and June of that year;

***previous period***, in respect of a current period, means the 12-month period immediately before the 1 November on which the current period commences.

- (2) For the purposes of sections 340A(1) and (2) of the Act, the allowance for a councillor, or the additional allowance for a mayor or deputy mayor, is –
- (a) for the 12-month period commencing on 1 November in 2014 – the allowance specified in Schedule 4; and
  - (b) for a current period, the amount calculated by multiplying the allowance for the previous period by the inflationary factor for the calendar year in which the current period commences and rounding the resulting amount to the nearest whole dollar.
- (3) The allowances referred to in this regulation are to be paid in monthly or fortnightly instalments.”

As at 17 October 2018, the allowances specified in Schedule 4 as applicable to the Central Coast Council are:

. Councillor \$21,754;

plus additional allowances as follows:

. Deputy Mayor \$17,002;

. Mayor \$54,385.

The Department of Premier and Cabinet has provided a Councillor Allowances Information Sheet. A copy is appended to this report.

Schedule 5 of the Act provides as follows:

“1. Expenses

- (1) A council, on or before 1 January 2006, is to –
  - (a) adopt a policy in respect of payment of expenses incurred by councillors in carrying out the duties of office; and
  - (b) make a copy of the policy available for public inspection.
- (2) A councillor is entitled to be reimbursed for reasonable expenses in accordance with the policy adopted under subclause (1) in relation to –
  - (a) any prescribed expenses; and
  - (b) any other expenses the council determines appropriate.

2. Loan of services, facilities and equipment

A council may decide to provide support services, facilities and equipment on loan to a councillor on any conditions it considers appropriate.”

Regulation 43 of the Regulations provides as follows:

“A councillor is entitled to be reimbursed for reasonable expenses in accordance with the policy adopted under Schedule 5 to the Act in relation to –

- (a) telephone rental and telephone calls and use of the internet; and
- (b) travelling; and
- (c) care of any person who is dependent on the Councillor and who requires the care while the Councillor is carrying out his or her duties or functions as a Councillor; and
- (d) stationery and office supplies.”

The Council’s existing policy is as follows:



- 1 That the Council pay allowances in accordance with Regulation 42 of the *Local Government (General) Regulations 2005* (“the Regulations”) and section 340A of the *Local Government Act 1993* (“the Act”). Regulation 42 specifies the allowances payable to Mayors, Deputy Mayors and Councillors and an indexation process has been established so that allowances are adjusted each year.
- 2 A Councillor may elect to receive the prescribed allowance in fortnightly, monthly or quarterly instalments. The prescribed allowance is paid in arrears. In accordance with section 340A of the Act, a Councillor who determines that he or she does not wish to accept all or part of the prescribed allowance is to notify the General Manager accordingly, in writing.
- 3 That the Council will reimburse Councillors \$40.00 per month towards the cost of telephone line rental and calls, and internet access. This payment will be made as part of the direct deposit of the Councillor allowance. A Councillor who determines that he or she does not wish to accept all or part of the allowance is to notify the General Manager accordingly, in writing.
- 4 That the Council provide a tablet computer with internet connectivity via wireless and NextG (remaining the property of the Council at all times) for use for Council business. Each tablet will be supplied with software for viewing and creating Microsoft Office compatible files and software for viewing and marking-up PDF documents. Other software deemed necessary for Council business will be loaded as and when needed (upon approval by the General Manager).

The cost of internet access will be monitored by and paid for by the Council.

Each Councillor will be supplied with a Council email address which will remain active for the duration of the Councillor’s term of office.

The tablet will be provided with the following accessories:

- (a) case;
- (b) pen; and
- (c) bluetooth keyboard (provided upon request).

Training in the use of the tablets will be provided by the Council.

- 5 That on a half-yearly basis in the months of December and June, the Council reimburse a claim for travelling which has occurred as a result of a decision of the Council or the General Manager and is able to be automatically recorded within the records of the Council. The travel allowance payable will be at the "Required User" rates specified in the Tasmanian State Service Award 2000 (as amended from time to time). This payment will be made as part of the direct deposit of the Councillor allowance. A Councillor who determines that he or she does not wish to accept all or part of the allowance is to notify the General Manager accordingly, in writing.
- 6 That the Council will provide a fully serviced sedan (the sedan remaining the property of the Council at all times) for the Mayor in the exercise of his/her duties and functions as Mayor. The vehicle is only to be used for bona fide Council business and is to be garaged at the Mayor's residence.
- 7 That the Council reimburse a claim for the care of any person for whom the Councillor is responsible, where a copy of an account of the carer is provided and the period of the care matches the approved business of the Council.
- 8 That before any claim for carer expenses can be settled, a photocopy of a signed assessment by a qualified person stating the need for a carer presence for the person concerned to be cared for must be supplied with the application for refunding of carer expenses by the Councillor concerned.
- 9 That the Council accept responsibility for the payment of all reasonable costs of registration fees, travel, accommodation and meals in respect of the attendance by any Councillor at an approved conference, meeting, training session or the like. Where possible, a receipt should be provided with the claim for payment.
- 10 That the Council will provide Councillors with insurance cover against loss arising from any claims incurred by them in their capacity as Councillors under the Directors and Officers Liability Policy, together with personal accident insurance cover for Councillors (subject to age limit) whilst engaged in Council activities, including travel to and from place of work and residence.
- 11 That all Councillors be urged to retain records of expenses for taxation purposes.

### *DISCUSSION*

The current policy was updated by the Council at its meeting on 12 December 2011 (Minute No. 404/2011).

In conjunction with the General Manager and Senior Leadership Team, the policy has been reviewed. Whilst it is proposed that a number of the clauses remain, it is recommended that a number of changes be made which incorporate changes to legislation and reflect the current times.

### *CONSULTATION*

Consultation is not relevant to this report; however, the policies of several other councils have been considered.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

The Estimates provide a budgeted sum for the payment of allowances and the reimbursement of expenses to elected members.

### *CORPORATE COMPLIANCE*

The *Local Government Act 1993* and the *Local Government (General) Regulations 2015* provide for the payment of allowances and the reimbursement of expenses to elected members.

### *CONCLUSION*

It is recommended that the Council adopt the following policy in respect of payment of allowances and expenses incurred by Councillors in carrying out the duties of office and in respect of the provision of support services, facilities and equipment on loan:

- “1 That the Council pay allowances and reimburse expenses in accordance with Regulations 42 and 43 of the *Local Government (General) Regulations 2015* and section 340A of the *Local Government Act 1993* ('the Act'). Regulation 42 specifies the allowances payable to Mayors, Deputy Mayors and Councillors and an indexation process has been established so that allowances are adjusted each year, and Regulation 43 specifies that a Councillor is entitled to be reimbursed for reasonable expenses in accordance with the policy adopted under Schedule 5 of the Act.

- 2 A Councillor may elect to receive the prescribed allowance in monthly or fortnightly instalments. The prescribed allowance is paid in arrears. In accordance with section 340A(3) of the Act, a Councillor who determines that he or she does not wish to accept all or part of the prescribed allowance is to notify the General Manager accordingly, in writing.
- 3 That the Council will reimburse Councillors \$40.00 per month towards the cost of telephone usage. This payment will be made at the time of the direct deposit of the Councillor allowances. A Councillor who determines that he or she does not wish to accept all, or part of the allowance is to notify the General Manager accordingly, in writing.
- 4 That the Council provide an iPad with internet connectivity, via wireless and NextG (remaining the property of the Council at all times) for use for Council business. Each iPad will be supplied with software for viewing and creating Microsoft Office compatible files and Docs on Tap software for viewing and marking-up PDF documents. Other software deemed necessary for Council business will be loaded as and when needed (upon approval by the General Manager).

The cost of internet access will be paid for by the Council.

Each Councillor will be supplied with a Council email address which will remain active for the duration of the Councillor's term of office.

The iPad will be provided with the following accessories:

- (a) case; and
- (b) bluetooth keyboard (provided upon request).

Training in the use of the iPads will be provided by the Council.

- 5 That on a half-yearly basis in the months of December and June, the Council reimburse a claim for travelling which has occurred as a result of a decision of the Council or the General Manager and is able to be automatically recorded within the records of the Council. The travel allowance payable will be at the 'Vehicle allowance' rates specified in the Local Government Industry Award 2010 (as amended from time to time). This payment will

be made as part of the direct deposit of the Councillor allowance. A Councillor who determines that he or she does not wish to accept all, or part of the allowance is to notify the General Manager accordingly, in writing.

- 6 That the Council will provide a fully serviced sedan (the sedan remaining the property of the Council at all times) for the Mayor in the exercise of his/her duties and functions as Mayor. The vehicle is only to be used for bona fide Council business and is to be garaged at the Mayor's residence.
- 7 That the Council reimburse a claim for the care of any person for whom the Councillor is responsible, where a copy of an account of the carer is provided and the period of the care matches the approved business of the Council.
- 8 That the Council accept responsibility for the payment of all reasonable costs of registration fees, travel, accommodation and meals in respect of the attendance by any Councillor at an approved conference, meeting, training session or the like. An invoice and receipt are to be provided with the claim for payment.
- 9 That the Council will provide Councillors with insurance cover against loss arising from any claims incurred by them in their capacity as Councillors under the Directors and Officers Liability Policy, together with personal accident insurance cover for Councillors (subject to age limit) whilst engaged in Council activities, including travel to and from place of work and residence.
- 10 That all Councillors be urged to retain records of expenses for taxation purposes." '

The report is supported."

The Executive Services Officer reports as follows:

"A copy of the Councillor Allowances Information Sheet provided by the Department of Premier and Cabinet having been circulated to all Councillors, a suggested resolution is submitted for consideration."

■ “That the following policy be adopted in respect of payment of expenses incurred by Councillors in carrying out the duties of office and in respect of the provision of support services, facilities and equipment on loan:

- 1 That the Council pay allowances and reimburse expenses in accordance with Regulations 42 and 43 of the *Local Government (General) Regulations 2015* and section 340A of the *Local Government Act 1993* (‘the Act’). Regulation 42 specifies the allowances payable to Mayors, Deputy Mayors and Councillors and an indexation process has been established so that allowances are adjusted each year, and Regulation 43 specifies that a Councillor is entitled to be reimbursed for reasonable expenses in accordance with the policy adopted under Schedule 5 of the Act.
- 2 A Councillor may elect to receive the prescribed allowance in monthly or fortnightly instalments. The prescribed allowance is paid in arrears. In accordance with section 340A(3) of the Act, a Councillor who determines that he or she does not wish to accept all or part of the prescribed allowance is to notify the General Manager accordingly, in writing.
- 3 That the Council will reimburse Councillors \$40.00 per month towards the cost of telephone usage. This payment will be made at the time of the direct deposit of the Councillor allowances. A Councillor who determines that he or she does not wish to accept all, or part of the allowance is to notify the General Manager accordingly, in writing.
- 4 That the Council provide an iPad with internet connectivity, via wireless and NextG (remaining the property of the Council at all times) for use for Council business. Each iPad will be supplied with software for viewing and creating Microsoft Office compatible files and Docs on Tap software for viewing and marking-up PDF documents. Other software deemed necessary for Council business will be loaded as and when needed (upon approval by the General Manager).

The cost of internet access will be paid for by the Council.

Each Councillor will be supplied with a Council email address which will remain active for the duration of the Councillor’s term of office.

The iPad will be provided with the following accessories:

- (a) case; and
- (b) bluetooth keyboard (provided upon request).

Training in the use of the iPads will be provided by the Council.

- 5 That on a half-yearly basis in the months of December and June, the Council reimburse a claim for travelling which has occurred as a result of a decision of the Council or the General Manager and is able to be automatically recorded within the records of the Council. The travel allowance payable will be at the 'Vehicle allowance' rates specified in the Local Government Industry Award 2010 (as amended from time to time). This payment will be made as part of the direct deposit of the Councillor allowance. A Councillor who determines that he or she does not wish to accept all, or part of the allowance is to notify the General Manager accordingly, in writing.
  - 6 That the Council will provide a fully serviced sedan (the sedan remaining the property of the Council at all times) for the Mayor in the exercise of his/her duties and functions as Mayor. The vehicle is only to be used for bona fide Council business and is to be garaged at the Mayor's residence.
  - 7 That the Council reimburse a claim for the care of any person for whom the Councillor is responsible, where a copy of an account of the carer is provided and the period of the care matches the approved business of the Council.
  - 8 That the Council accept responsibility for the payment of all reasonable costs of registration fees, travel, accommodation and meals in respect of the attendance by any Councillor at an approved conference, meeting, training session or the like. An invoice and receipt are to be provided with the claim for payment.
  - 9 That the Council will provide Councillors with insurance cover against loss arising from any claims incurred by them in their capacity as Councillors under the Directors and Officers Liability Policy, together with personal accident insurance cover for Councillors (subject to age limit) whilst engaged in Council activities, including travel to and from place of work and residence.
  - 10 That all Councillors be urged to retain records of expenses for taxation purposes."
- 
- 
- 

### **9.8 Council and Development Support Special Committee meeting schedule 2019 (397/2011 - 12.12.2011)**

The General Manager reports as follows:

"The Executive Services Officer has prepared the following report:

*'PURPOSE*

The purpose of this report is to propose and to list the Ordinary Council meeting and Development Support Special Committee (DSSC) meeting schedules for 2019.

*BACKGROUND*

The Council has a Policy in respect of holding Ordinary Council meetings on the third Monday of each month, with the exception of January and December. DSSC meetings are held on the second and last Monday of each month. This was adopted by the Council at its meeting on 12 December 2011 (Minute No. 397/2011).

*DISCUSSION*

The Council's policy on the holding of Ordinary Council meetings ensures that certainty and regularity are provided to the community in the decision-making processes of the Council, as provided for in the *Local Government (Meeting Procedures) Regulations 2015* (the Regulations), Part 2 Division 1, Section 4.

The Council's policy on the holding of its ordinary meetings states that meetings commence at 6.00pm and by adopting the proposed schedule, the Council satisfies Section 6(2) of the Regulations.

The policy for DSSC meetings provides for meetings to be held on the second and last Monday of the month unless otherwise resolved by the Council. The provisions of the *Local Government Act 1993* give the Council the flexibility to appoint and authorise a committee that is able to make planning and development determinations in a more timely and efficient manner than under the constraints of the timeframe and meeting procedure of ordinary meetings of the Council.

As provided for in Part 2 Division 1, Section 7(2) of the Regulations, the General Manager is to publish in a daily newspaper at least once in each year, of the times and places of the ordinary council meetings for the next 12 months, as well as council committees. The General Manager also ensures that the notice referred to in sub-regulation (2) is made available to the public on the council's website.

*CONSULTATION*

Consultation is not required as the proposed meeting schedules for 2019 are in line with current Council policies.



### *RESOURCE, FINANCIAL AND RISK IMPACTS*

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

### *CORPORATE COMPLIANCE*

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

The Environment and Sustainable Infrastructure

- Develop and manage sustainable built infrastructure.

Council Sustainability and Governance

- Improve corporate governance
- Effective communication and engagement.

### *CONCLUSION*

It is recommended that the meeting schedules for Ordinary Council and DSSC meetings for 2019 be adopted (a copy of the schedules are appended to this report).<sup>1</sup>

The report is supported.”

The Executive Services Officer reports as follows:

“A copy of the meeting schedules for Ordinary Council and DSSC meetings for 2019 having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the meeting schedules for Ordinary Council and Development Support Special Committee meetings for 2019 be adopted (copies being appended to and forming part of the minutes).”
- 
- 
-

COMMUNITY SERVICES

**9.9 Statutory determinations**

The Director Community Services reports as follows:

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

The Executive Services Officer reports as follows:

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

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

-----

-----

-----

**9.10 Council acting as a planning authority**

The Mayor reports as follows:

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

The Director Community Services has submitted the following report:

‘If any such actions arise out of Agenda Item 9.11, they are to be dealt with by the Council acting as a planning authority under the *Land Use Planning and Approvals Act 1993*.’”

The Executive Services Officer reports as follows:

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

A suggested resolution is submitted for consideration.”

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

**9.11 Sports and Recreation (urban bike park) – variation to E9 Traffic Generation and Parking Code at 29 and 57 Water Street, Ulverstone – Application No. DA2018070**

The Director Community Services reports as follows:

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

<i>‘DEVELOPMENT APPLICATION NO.:’</i>	DA2018070
<i>PROPOSAL:</i>	Sports and Recreation (urban bike park) – variation to E9 Traffic Generation and Parking Code
<i>APPLICANT:</i>	Andrew Midgley on behalf of the Lions Club of Ulverstone
<i>LOCATION:</i>	29 and 57 Water Street, Ulverstone
<i>ZONE:</i>	Recreation
<i>PLANNING INSTRUMENT:</i>	<i>Central Coast Interim Planning Scheme 2013</i> (the Scheme)
<i>ADVERTISED:</i>	26 September 2018
<i>REPRESENTATIONS EXPIRY DATE:</i>	10 October 2018
<i>REPRESENTATIONS RECEIVED:</i>	Two
<i>42-DAY EXPIRY DATE:</i>	2 November 2018 (extension of time until 19 November 2018)
<i>DECISION DUE:</i>	19 November 2018
<i>PURPOSE</i>	

The purpose of this report is to consider an application to construct an urban bike park facility that would be located in an open space area accessed via Water Street and Beach Road, Ulverstone.

Accompanying the report are the following documents:

- . Annexure 1 – location plan;
- . Annexure 2 – application documentation;
- . Annexure 3 – representations;
- . Annexure 4 – photographs; and
- . Annexure 5 – report to the Council dated February 2014.

*BACKGROUND*

*Development description –*

The development would result in an urban bike park that covers an area of 3,500m<sup>2</sup>.

The bike park has been designed by Dirt Art Pty Ltd and incorporates three skill development trails:

- . a mountain bike skills track;
- . advanced “pump” track; and
- . beginners “pump” track.

Features would include loop tracks, rock and timber balance beams, “drop” features and A-frame rollovers with various “jump” and “berm” (banked corners) features.

Materials would primarily be earthen mounds with timber and rock features. Final track surfaces would be a combination of gravel and asphalt materials.

*Site description and surrounding area –*

The bike park would be located in an expanse of recreational parkland that is located between Water Street and Beach Road, Ulverstone. The area is known as Fairway Park.

The bike park would encompass a land area of approximately 3,500m<sup>2</sup>, located at the eastern end of the parkland, adjacent to the Ulverstone Caravan Park and in close proximity to the Ulverstone Skate Park.

The land is able to be accessed via Water Street and Beach Road. A pedestrian and bicycle pathway is established in this area of Ulverstone and would link to the urban bike park site.

Land to the south, across the other side of Water Street, is zoned General Residential and is characterised by single dwelling development. The North West Community Health Centre is also located in this area of Water Street.

Land to the west accommodates the Ulverstone Caravan Park and a residential complex comprising five dwellings. Land to the north, across Beach Road, is shoreline land fronting Bass Strait that accommodates the Ulverstone Surf Club and vegetated Crown land.

Land to the east is a further expanse of parkland accommodating barbeque and playground facilities.

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

### *History –*

In September 2009, the Council received a petition with 349 signatories requesting that a BMX track be constructed in Ulverstone.

In January 2014, the Council received a petition with 90 signatories requesting that a proposed BMX “jump and pump” park not be proceeded with.

In February 2014, the Council considered a report (50/2014 – 17.02.2014) by the Assets Group Leader in relation to a proposal for a dirt jump and pump park to be located in Fairway Park. The report included the results of a community consultation process. The 2014 report is reproduced as Annexure 5.

The resolution of the Council at that time was:

- “1 The Council approve the location of the proposed Dirt Jump and Pump Park in Fairway Park as shown on Drawing No. 1702.04; and
- 2 The Council approve the location of the proposed Bike Safety Park in Fairway Park as shown on Drawing No. 1702.04.”

### *DISCUSSION*

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

**Recreation**

CLAUSE	COMMENT
<b>18.3 Use Standards</b>	
<b>18.3.1 Discretionary Permit Use</b>	
<p>18.3.1–(P1) Discretionary permit use must:</p> <p>(a) be consistent with local area objectives;</p> <p>(b) be consistent with any applicable desired future character statement; and</p> <p>(c) minimise likelihood for adverse impact on amenity for residential use on adjacent land in the zone.</p>	<p>Not applicable.</p> <p>Sports and Recreation is a Permitted Use Class.</p>
<b>18.4.1 Suitability of a site or lot for use or development</b>	
<p>18.4.1–(A1) A site or each lot on a plan of subdivision must:</p> <p>(a) have an area of not less than 1,000m<sup>2</sup>; and</p> <p>(b) if intended for a building, have a building area:</p>	<p>(a) Compliant. Site area is greater than 1,000m<sup>2</sup>.</p> <p>(b)(i) Compliant. Buildings (including structures) will not exceed 300m<sup>2</sup>.</p>

<ul style="list-style-type: none"> <li>(i) not less than 300m<sup>2</sup>;</li> <li>(ii) clear of any applicable setback from a frontage, side, or rear boundary;</li> <li>(iii) clear of any applicable setback from a zone boundary;</li> <li>(iv) clear of any registered easement;</li> <li>(v) clear of any registered right-of-way benefiting other land;</li> <li>(vi) clear of any restriction imposed by a utility;</li> <li>(vii) not including an access strip;</li> <li>(viii) clear of any area required for on-site disposal of sewage or stormwater; and</li> <li>(ix) accessible from a frontage or access strip.</li> </ul>	<ul style="list-style-type: none"> <li>(b)(ii) Compliant. Development would be clear of applicable front, side and rear boundaries. Development would be approximately 40m from the Water Street primary frontage and approximately 60m from the Beach Road secondary frontage. No side boundary setback standards apply.</li> <li>(b)(iii) Compliant. Development would be located greater than 4m from a General Residential zone boundary.</li> <li>(b)(iv) Compliant. Development would be clear of any easements.</li> <li>(b)(v) Not applicable. No right-of-way.</li> <li>(b)(vi) Not applicable. No restriction imposed by a utility.</li> <li>(b)(vii) Not applicable. No access strip.</li> <li>(b)(viii) Compliant. Development would be clear of any required on-site stormwater disposal area.</li> <li>(b)(x) Compliant. Land is accessible from Water Street and Beach Road.</li> </ul>
<p>18.4.1–(A2) A site or each lot on a subdivision plan must have a separate access from a road:</p>	<ul style="list-style-type: none"> <li>(a) Compliant. Frontage to Water Street has a length of approximately 320m.</li> </ul>

<p>(a) across a frontage over which no other land has a right of access with a width of not less than 10.0m; 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 with a width of not less than 6.0m; or</p> <p>(c) by a right of way connecting to a road:</p> <p>(i) over land not required as the means of access to any other land; and</p> <p>(ii) not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and</p> <p>(iii) with a width of not less than 6.0m; and</p> <p>(d) 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>(b) Not applicable. Not an internal lot.</p> <p>(c)(i) Not applicable. Satisfied by (a).</p> <p>(c)(ii) Not applicable. Satisfied by (a).</p> <p>(c)(iii) Not applicable. Satisfied by (a).</p> <p>(d) Compliant. Access to the site is able to be provided via Water Street and Beach Road.</p>
--	---



## COMMUNITY SERVICES

---

<p>18.4.1–(A3) A site or each lot on a plan of subdivision must be capable of connecting to a water supply:</p> <ul style="list-style-type: none"> <li>(a) provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>; or</li> <li>(b) from a rechargeable drinking water system <sup>R19</sup> with a storage capacity of not less than 10,000 litres if: <ul style="list-style-type: none"> <li>(i) there is not a reticulated water supply; and</li> <li>(ii) development is for a use with an equivalent population of not more than 10 people per day.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>(a) Compliant. The site is connected to the reticulated water system.</li> <li>(b) Not applicable. Satisfied by (a).</li> </ul>
<p>18.4.1–(A4) A site or each lot on a plan of subdivision must be capable of draining and disposing of sewage and liquid trade waste:</p> <ul style="list-style-type: none"> <li>(a) to a sewerage system provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>; or</li> <li>(b) by on-site disposal if: <ul style="list-style-type: none"> <li>(i) sewage or liquid trade waste cannot be drained to a reticulated sewer system; and</li> <li>(ii) the development:</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>(a) Compliant. The site is connected to the reticulated sewer system.</li> <li>(b) Not applicable. Satisfied by (a).</li> </ul>

<ul style="list-style-type: none"> <li>a. provides for an equivalent population of not more than 10 people per day; or</li> <li>b. creates a total sewage and waste water flow of not more than 1,000 litres per day; and</li> <li>(iii) the site has capacity for on-site disposal of domestic waste water in accordance with AS/NZS 1547:2012 On-site domestic-wastewater management, clear of any defined building area or access strip.</li> </ul>	
<p>18.4.1–(A5) A site or each lot on a plan of subdivision must be capable of draining and disposing of stormwater:</p> <ul style="list-style-type: none"> <li>(a) to a stormwater system provided in accordance with the <i>Urban Drainage Act 2013</i>; or</li> <li>(b) if stormwater cannot be drained to a stormwater system: <ul style="list-style-type: none"> <li>(i) for discharge to a natural drainage line, water body, or watercourse; or</li> <li>(ii) for disposal within the site if: <ul style="list-style-type: none"> <li>a. the site has an area of not less than 5,000m<sup>2</sup>;</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>(a) Compliant. The site is able to connect to a reticulated stormwater system, although in this case, stormwater would be allowed to pool and soak away on site.</li> <li>(b) Not applicable. Satisfied by (a).</li> </ul>

<ul style="list-style-type: none"> <li>b. the disposal area is not within any defined building area;</li> <li>c. the disposal area is not within any area required for the disposal of sewage;</li> <li>d. the disposal area is not within any access strip; and</li> <li>e. not more than 50% of the site is impervious surface.</li> </ul>	
<b>18.4.2 Location and configuration of development</b>	
<p>18.4.2-(A1) A building must be set back from a frontage:</p> <ul style="list-style-type: none"> <li>(a) not less than 4.5m from a primary frontage; and</li> <li>(b) not less than 3.0m from any secondary frontage; or</li> <li>(c) not less than or not more than the setbacks for any existing building on each of the immediate adjoining sites;</li> <li>(d) not less than for any building retained on the site;</li> <li>(e) in accordance with any building area shown on a sealed plan; or</li> </ul>	<ul style="list-style-type: none"> <li>(a) Compliant. Development would be approximately 40m from Water Street frontage.</li> <li>(b) Compliant. Development would be approximately 60m from Beach Road frontage.</li> <li>(c) Not applicable. No applicable side setbacks.</li> <li>(d) Compliant. Setbacks are not less than any other buildings on the site.</li> <li>(e) Not applicable. No building area shown on a sealed plan.</li> </ul>

(f) not less than 50.0m if the site abuts the Bass Highway.	(f) Not applicable. Site does not abut the Bass Highway.
18.4.2-(A2) Building height must not be more than 15.0m.	Compliant.  Maximum height of dirt mounds would be approximately 1.5m.
18.4.2-(A3) An external car parking and loading area, and any area for the display, handling, or storage of goods, materials, or waste must be located behind the primary frontage elevation of a building.	Not applicable.  No car parking, loading area or goods storage or handling area proposed.
<b>18.4.3 Setback from zone boundaries</b>	
<p>18.4.3-(A1) Development of land with a boundary to a zone must:</p> <p>(a) be set back from the boundary of land in an adjoining zone by not less than the distance for that zone shown in the Table to this Clause;</p> <p>(b) not include within the setback area required for a boundary to land in a zone shown in the Table to this Clause:</p> <p>(i) a building or work;</p> <p>(ii) vehicular or pedestrian access from a road if the boundary is not a frontage;</p>	<p>(a) Compliant. Setback to General Residential zone would be approximately 65m (4m is required).</p> <p>(b)(i) Compliant. Works would be setback approximately 56m from a General Residential zone boundary.</p> <p>(b)(ii) Compliant. Setback to a General Residential zone would be approximately 65m (4m is required).</p> <p>(b)(iii) Compliant. Should loading and parking occur in Water Street, activity would be approximately 7m from a General Residential zone boundary (4m required).</p>

<p>(iii) vehicle loading or parking area;</p> <p>(iv) an area for the display, handling, operation, manufacturing, processing, servicing, repair, or storage of any animal, equipment, goods, plant, materials, vehicle, or waste;</p> <p>(v) an area for the gathering of people, including for entertainment, community event, performance, sport, or for a spectator facility;</p> <p>(vi) a sign orientated to view from land in another zone; or</p> <p>(vii) external lighting for operational or security purposes; and</p> <p>(c) a building with an elevation to a zone boundary to which this clause applies must be contained within a building envelope determined by:</p> <p>(i) the setback distance from the zone boundary as shown in the Table to this Clause; and</p> <p>(ii) projecting upward and away from the zone boundary at an angle of 45 degrees above the horizontal from a</p>	<p>(b)(iv) Compliant. Urban bike park facility would be setback 56m from a General Residential zone boundary.</p> <p>(b)(v) Compliant. Generally, participants would gather in an area 56m from a General Residential zone boundary. If the participants chose to gather on the northern side of the Water Street road reserve, the gathering area would be setback 7m from a General Residential boundary.</p> <p>(b)(vi) No signage proposed.</p> <p>(b)(vii) No lighting proposed.</p> <p>(c)(i) Compliant. Works proposed are greater than the required setback of 4m to a General Residential zone.</p> <p>(c)(ii) Compliant. Works proposed are greater than the required setback of 4m to a General Residential zone.</p> <p>(d) Compliant. No external openings within 4m of the required setback.</p>
---	--

<p>wall height of 3.0m at the setback distance from the zone boundary; and</p> <p>(d) the elevation of a building to a zone boundary must not contain an external opening other than an emergency exit, including a door, window to a habitable room, loading bay, or vehicle entry.</p>	
<b>18.4.4 Subdivision</b>	
<p>18.4.4–(A1) Each new lot on a plan of subdivision must be:</p> <p>(a) a lot required for public use by the State government, a Council, a Statutory authority or a corporation, all the shares of which are held by or on behalf of the State, a Council or by a statutory authority.</p>	<p>Not applicable.</p> <p>No subdivision proposed.</p>
<p>18.4.4–(P1) Each new lot on a plan of subdivision must be:</p> <p>(a) for a purpose permissible in the zone.</p>	<p>Not applicable.</p> <p>No subdivision proposed.</p>
CODES	
<b>E1 Bushfire-Prone Areas Code</b>	Not applicable. Not a subdivision, vulnerable or hazardous 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 native vegetation species or area that meet Code definitions.
<b>E4 Change in Ground Level Code</b>	
<b>E4.2 Application of Code</b>	Applicable. Earth mounding would be greater than 1m in height.
<b>E4.4 Exemption</b>	Not exempt. Works involve fill in excess of 1m in height.
<b>E4.6 Development Standards</b>	
<b>E4.6.1 Change in existing ground level or natural ground level</b>	
<p>E4.6.1–(A1) Cut or fill must:</p> <p>(a) not be on land within the Environmental Living zone or the Environmental Management zone;</p> <p>(b) be required to:</p> <p>(i) provide a construction site for buildings and structures;</p> <p>(ii) facilitate vehicular access;</p> <p>(iii) mitigate exposure to a natural or environmental hazard;</p>	<p>(a) Compliant. Land not within the Environmental Living or Environmental Management zone.</p> <p>(b)(i) Required for the construction of an urban bike park.</p> <p>(b)(ii) Not applicable. Satisfied by (b)(i).</p> <p>(b)(iii) Not applicable. Satisfied by (b)(i).</p> <p>(b)(iv) Not applicable. Satisfied by (b)(i).</p> <p>(b)(v) Not applicable. Satisfied by (b)(i).</p> <p>(b)(vi) Not applicable. Satisfied by (b)(i).</p>

<ul style="list-style-type: none"> <li>(iv) facilitate provision of a utility;</li> <li>(v) assist the consolidation or intensification of development; or</li> <li>(vi) assist stormwater management;</li> </ul> <p>(c) not result in a modification of surface stormwater water flow to increase:</p> <ul style="list-style-type: none"> <li>(i) surface water drainage onto adjacent land;</li> <li>(ii) pooling of water on the site or on adjacent land; or</li> <li>(iii) the nature or capacity of discharge from land upstream in a natural or artificial drainage channel;</li> </ul> <p>(d) not destabilise any existing building or increase the requirements for construction of any potential building on adjacent land;</p> <p>(e) manage disposal of intersected ground water;</p> <p>(f) safeguard the quality of receiving waters through measures to minimise erosion and release of sediments and other contaminants during each of the site preparation, construction</p>	<ul style="list-style-type: none"> <li>(c)(i) Compliant. Development would not result in surface stormwater drainage onto adjoining land.</li> <li>(c)(ii) Compliant. The current situation will not change due to the proposed development. Currently, the site acts as a stormwater detention area. Council's stormwater system that drains sections of Water Street and Fulton Street passes under this area and surfaces at the edge of Beach Road, to the north. During periods of heavy rain and high stormwater flow, a 'back-up' of stormwater occurs that results in an overflow and pooling of stormwater into the area subject to this application.  This means that at times the urban bike park will be inundated with stormwater overflow, until such time that the overflow is able to soak away into the soil sub-base.</li> <li>(c)(iii) Compliant. Development would not modify the capacity or nature of discharge from land upstream.</li> <li>(d) Compliant. Development would not destabilise adjoining land or require additional works on adjoining land.</li> </ul>
---	--



<p>and rehabilitation phase in accordance with <i>Soil and Water Management on Building and Construction Sites 2009</i>;</p> <p>(g) not require a retaining or support structure that would result in a 'line of influence' of more than 450mm into any adjacent land unless the owner of adjacent land has provided written consent to enter into an agreement under Part 5 <i>Land Use Planning and Approvals Act 1993</i> registered on the title of adjacent land to provide for the level of constraint; and</p> <p>(h) not encroach upon or expose, disturb, or reduce cover over an underground utility to less than 1.0m unless the relevant regulatory entity has advised:</p> <p>(i) it is satisfied the cut or fill will not result in harm to the utility; and</p> <p>(ii) any condition or requirement it determines are appropriate to protect the utility.</p>	<p>(e) Compliant. The application is accompanied by a "Construction Environmental Management Plan" that details ground water management.</p> <p>(f) Compliant. The application is accompanied by a "Construction Environmental Management Plan" that details erosion and sediment risks and controls.</p> <p>(g) Not applicable. No support structure required.</p> <p>(h)(i) Not applicable. No underground utility would be exposed.</p> <p>(h)(ii) Not applicable. No underground utility would be exposed.</p>
<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.
<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.  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) Non-compliant. For Sports and Recreation Use Class, Table E9A requires 15 car parking spaces per playing field or 8 spaces per 100m<sup>2</sup> of gross site area, whichever is the greater.</p> <p>The proposed site area would be approximately 3,500m<sup>2</sup>. This would equate to a requirement of 437 car parking spaces. No spaces are to be provided on site</p> <p>Refer to “Issues” section of the report.</p>

<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>	<p>(a) Non-compliant. No area provided for loading and unloading.</p> <p>(b) Non-compliant. No area provided for passenger pick up and set-down facilities.</p> <p>Refer to "Issues" section of this report.</p>
<b>E9.6 Development Standards</b>	
<b>E9.6.2 Design of vehicle parking and loading areas</b>	
<p>E9.6.2 A1.1 All development must provide for the collection, drainage and disposal of stormwater; and</p>	<p>Not applicable.</p> <p>No car park or loading area proposed.</p> <p>Refer to "Issues" section of this report.</p>
<p>E9.6.2 A1.2 Other than for development for a single dwelling in the General Residential, Low Density Residential, Urban Mixed Use and Village zones, the layout of vehicle parking area, loading area, circulation aisle and manoeuvring area must –</p> <p>(a) Be in accordance with AS/NZS 2890.1 (2004) – Parking</p>	<p>Non-compliant.</p> <p>No car park or loading area proposed.</p> <p>Refer to "Issues" section of this report.</p>

<p>Facilities – Off-Street Car Parking;</p> <p>(b) Be in accordance with AS/NZS 2890.2 (2002) Parking Facilities – Off-Street Commercial Vehicles;</p> <p>(c) Be in accordance with AS/NZS 2890.3 (1993) Parking Facilities – Bicycle Parking Facilities;</p> <p>(d) Be in accordance with AS/NZS 2890.6 Parking Facilities – Off-Street Parking for People with Disabilities;</p> <p>(e) Each parking space must be separately accessed from the internal circulation aisle within the site;</p> <p>(f) Provide for the forward movement and passing of all vehicles within the site other than if entering or leaving a loading or parking space; 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 Recreation.</p>

## COMMUNITY SERVICES

---

<b>E10 Water and Waterways Code</b>	<p>Not applicable.</p> <p>An open channel extends a short length into the site, however constructed channels and rural dams are exempt from application of the Code's standards.</p> <p>Site is approximately 90m from Bass Strait.</p>
<b>Specific Area Plans</b>	<p>No Specific Area Plans apply to this location.</p>

*Issues –*

*1 Site access and car parking –*

For the development of a Sports and Recreation Use Class, Table E9A of the Scheme's "Traffic Generating Use and Parking Code" is not specific in relation to the provision of car parking for a recreational skate park or urban bike park. The closest comparison is a requirement of 15 car parking spaces per playing field or eight spaces per 100m<sup>2</sup> of gross site area, whichever is the greater.

The proposed site area would be approximately 3,500m<sup>2</sup>. Under the Scheme standards, this would equate to a requirement of 437 car parking spaces on the site. No spaces are to be provided on the site and the Scheme's requirement would seem to be excessive for the proposed use.

The Code E9's Performance Criteria E9.5.1–(P1) requires that either:

- (a) it must be unnecessary or unreasonable to require arrangements for the provision of vehicular parking; or
- (b) that adequate and appropriate provision has been made on site to meet anticipated need and intensity of use.

In relation to the proposed urban bike park, the provision of on-site parking is considered to be unnecessary and unreasonable. The application is accompanied by a Traffic Assessment by CSE Tasmania Pty Ltd. The assessment examines areas that surround the site and are available for parking; including Water Street, Beach Road, the existing Skate Park parking area and the Fulton Street car park, near the Bowling Club site.

The traffic assessment concludes that it is reasonable not to require parking on the site, as most participants may ride to the site, or else parking will be found on the road network, outside the recreational park environs.

*2 Loading and unloading and vehicle access from a road –*

For the development of a Sports and Recreation Use Class, Acceptable Solution E9.5.2–(A1) of the Scheme's E9 "Traffic Generating Use and Parking Code" requires that provision be made for a loading and

unloading area. The proposal details no loading and unloading area on site.

The Codes' Performance Criteria E9.5.1–(P1) requires that either:

- (a) it must be unnecessary or unreasonable to require arrangements for the provision of a loading and unloading area; or
- (b) that adequate and appropriate provision has been made on site to meet anticipated need and intensity of use.

Similar to the reasoning outlined above, the provision of an on-site loading and unloading area is considered to be unnecessary and unreasonable.

### 3 *Stormwater drainage –*

This is not a discretionary matter for the Planning Authority. Nevertheless, the matter has been raised in representations and the following comments in relation to stormwater are made for information purposes.

Currently, the development site acts as a stormwater detention area. Council's stormwater system, that drains sections of Water Street and Fulton Street, passes under this area and surfaces at the edge of Beach Road, to the north. During periods of heavy rain and high stormwater flow and the elevation of land in this area, a "back-up" of stormwater regularly occurs that results in an overflow and pooling of stormwater into the area subject to this application.

This means that at times the urban bike park would be inundated with stormwater overflow, until such time that the overflow is able to soak away into the soil sub-base. The proposed development will not alter the current or future flow and disposal of stormwater in this area.

### *Referral advice –*

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

SERVICE	COMMENTS/CONDITIONS
Environmental Health	No comment.
Infrastructure Services	Refer to Statement of Compliance from the Road Authority and Stormwater Authority.
TasWater	No comment.
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 –*

Two representations were received within the prescribed time, copies of which are provided at Annexure 3.

The representations are summarised and responded to as follows:



MATTER RAISED	RESPONSE
REPRESENTATION 1	
1 Proximity of urban bike park to residential units 1 to 7/55 Water Street, Ulverstone.	<p>The proposed urban bike park would be located greater than 60m from the dwellings at 55 Water Street that are zoned General Residential.</p> <p>The Scheme requires a setback of 4m from a General Residential zone.</p>
2 Loss of property value.	This is not a matter for consideration under the Scheme or by the Planning Authority.
3 Loss of privacy.	<p>The Scheme requires that development and use be setback a minimum of 4m from a General Residential zone boundary.</p> <p>The proposed development satisfies this standard.</p>
4 Visual impact.	Under the Standards for development in the Recreation zone, this is not a matter for consideration under the Scheme or by the Planning Authority, unless development would be within 4m of a General Residential zone boundary. The proposed development would be setback greater than 4m.
5 Dust from the track and a significant increase in noise levels.	Environmental nuisance from dust and noise would be managed under the <i>Environmental Management and Pollution Control Act 1994</i> and as such are not a matter for consideration by the Planning Authority.

6	Loss of vegetation and landscape and detracting from the natural beauty of the family park environment.	<p>The facility would not result in any structures or modified landforms greater than 1.5m in height and as such views across the land, to Bass Strait, would remain unimpeded.</p> <p>The development would reduce the amount of grass cover over the site and small trees, with a diameter less than 100mm, may need to be removed for track construction. This means the outlook and general landscape of the park land in this location will alter somewhat. However, this is considered to be an acceptable trade-off in the provision of a recreational facility.</p>
7	Loutish behavior and foul language.	These are not matters for consideration under the Scheme nor by the Planning Authority.
8	Vandalism.	This is not a matter for consideration under the Scheme or by the Planning Authority.
REPRESENTATION 2		
1	The application is not in the best interests of families and residents who may wish to enjoy the pristine park.	This is not a matter for consideration under the Scheme nor by the Planning Authority.
2	No objection to the concept – but objection to the location.	<p>The site is zoned Recreation under the Scheme. The development of a sports and recreation facility in the zone is “Permitted” under the Scheme.</p> <p>The only discretionary matters for consideration by the Planning Authority are in relation to the lack</p>

	of on-site car parking and a loading and unloading area.
3 Why is the Council pressing ahead with the proposal when 90 plus signatures against such a proposal, were previously presented to the Council?	This is not a matter for consideration under the Scheme nor by the Planning Authority.
4 During winter the area is prone to extensive flooding.	Refer to comments on stormwater in the "Issues" section of this report.
5 The traffic study did not give much consideration to the restricted access to private property during weekends when football and bowls events are taking place. Also Surf Club activity.	<p>The traffic study examined areas surrounding the site that may be available for car parking.</p> <p>It is true that other activity in this area; including football, bowls, surf club, the waterslide, the Community Health facility, Skate Park, picnic and barbeque facilities and playgrounds will all need to compete for car parking space in Water Street, and Beach Road and Fulton Street.</p>
6 Elderly residents who like to walk the pathway may feel intimidated by people gathering with BMX bikes which, by their nature are ridden aggressively.	This is not a matter for consideration under the Scheme nor by the Planning Authority.

*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 representations do not contain sufficient merit to justify the addition of any restrictive condition to a Permit issued, or refusal of the development.

It is considered the relevant Performance Criteria of the Scheme have been addressed and adequately satisfied and the issue of a Permit is justified, subject to conditions.

*Recommendation –*

It is recommended that the application for Sports and Recreation (urban bike park) – variation to E9 Traffic Generation and Parking Code at 29 and 57 Water Street, Ulverstone be approved subject to the following conditions and notes:

- 1 The development must be substantially in accordance with the plans and documents by Dirt Art Pty Ltd dated 20 August 2018.

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 Signage does not form part of this application. Any signs on the site, other than signs for safety purposes, may require a Permit.’

The report is supported.”

The Executive Services Officer reports as follows:

“A copy of the Annexures referred to in the Land Use Planning Group Leader’s report having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

■ “That the application for Sports and Recreation (urban bike park) – variation to E9 Traffic Generation and Parking Code at 29 and 57 Water Street, Ulverstone be approved subject to the following conditions and notes:

- 1 The development must be substantially in accordance with the plans and documents by Dirt Art Pty Ltd dated 20 August 2018.

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 Signage does not form part of this application. Any signs on the site, other than signs for safety or directional purposes, may require a Permit.”

-----

-----

-----

## INFRASTRUCTURE SERVICES

**9.12 Tenders for resealing of urban and rural roads 2018–2019**

The Director Infrastructure Services reports 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 2018–2019 urban and rural roads resealing program.

*BACKGROUND*

For sealing of Council roads there is an established practice of calling for expressions of interest from suppliers to be listed on a Multiple Use Register for a three-year term.

Expressions of interest for sprayed bituminous surfacing were invited on 22 June 2018 as part of the Council’s Standing Tenders for 2018–2021. Submissions were received from Hardings Hotmix Pty Ltd, Roadways Pty Ltd and Venarchie Contracting Pty Ltd.

All three companies were placed on the Multiple Use Register after being assessed for compliance.

They were invited to provide tenders for the resealing of urban and rural roads during 2018–2019, via the Council’s on-line e-tendering portal, Tenderlink, on 2 October 2018. Tenders closed at 2.00pm on Wednesday, 24 October 2018.

*DISCUSSION*

Tenders were received as follows (including GST):

TENDERER	PRICE \$
Hardings Hotmix Pty Ltd	548,567.10
Roadways Pty Ltd	598,146.99
Venarchie Contracting Pty Ltd	609,584.60
<i>ESTIMATE</i>	<i>586,000.00</i>

Initial verification of price extensions revealed some minor rounding off and mathematical errors.

After adjustment the following tender prices have been used to assess the tenders.

TENDERER	PRICE \$
Hardings Hotmix Pty Ltd	548,567.00
Roadways Pty Ltd	598,741.22
Venarchie Contracting Pty Ltd	609,584.60

The Council uses a weighted tender assessment method based on

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

Based on the evaluation, Hardings Hotmix Pty Ltd was assessed as the preferred tender.

### *CONSULTATION*

This item has utilised the Council's Multiple Use Register for sprayed bituminous sealing in an invited tendering process.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

The total budget for urban and rural resealing for 2018–2019 is \$850,000. The tender from Hardings Hotmix Pty Ltd can be accommodated within the budget.

The balance is utilised for reseal preparation works carried out by the Council's Construction and Maintenance Group and overheads.

Under this urban and rural road reseal 2018–2019 tender, 1.88km of urban roads and 15.06km of rural roads will be resealed, and 11.74km of road sections affected by resealing will be re-linemarked.

This year's successful tender rate comparisons with last year's successful tender are as follows:

RESEAL AREA	THIS YEAR'S TENDER
Rural	-0.4%
Urban	+4.2%
Linemarking	-46.1%

*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
- Connect the people with services.

The Environment and Sustainable Infrastructure

- Develop and manage sustainable built infrastructure.

Council Sustainability and Governance

- Improve service provision.

*CONCLUSION*

It is recommended that the tender from Hardings Hotmix Pty Ltd in the amount of \$548,567.00 (including GST) for urban and rural road resealing 2018–2019 be accepted and approved by the Council.'

The Engineering Group Leader's report is supported."

The Executive Services Officer reports as follows:

"A suggested resolution is submitted for consideration."

- "That the tender from Hardings Hotmix Pty Ltd in the amount of \$548,567.00 (including GST) for urban and rural road resealing 2018–2019, be accepted."
- 
- 
-



---

## NOTES

## ORGANISATIONAL SERVICES

### 9.13 Contracts and agreements

The Director Organisational Services reports as follows:

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

The Executive Services Officer reports as follows:

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

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

### 9.14 Correspondence addressed to the Mayor and Councillors

The Director Organisational Services reports as follows:

#### *“PURPOSE*

This report is to inform the meeting of any correspondence received during the period 16 October 2018 to 19 November 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 providing the Audit of Financial Reports for Year Ended 30 June 2018.

- . Letter providing suggestions for improvements to the Coles Furners car park toilets after recent incident with toilet door.
- . Letter expressing disappointment regarding the cancellation of the last two Councillor workshops.
- . Letter of appreciation thanking the Council for the leadership and funding to support the Penguin 7 Day Makeover.
- . Letter advising of Ratepayers opinions towards not voting at recent Local Government elections.
- . Letter expressing concern in relation to cat issues within the community and a possible desexing program.
- . Letter seeking council support for a local government led campaign to ensure asylum seekers and refugees receive income support.
- . Letter congratulating the Mayor and Councillors elected in the 2018 Local Government elections.
- . Letter requesting additional lighting in Hiscutt Park, Penguin.
- . Letter congratulating the Council on the implementation of the no smoking signage in Reibey Street, Ulverstone.

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

The Executive Services Officer reports as follows:

“A suggested resolution is submitted for consideration.”

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

-----  
-----  
-----

### 9.15 Common seal

The Director Organisational Services reports as follows:

“A Schedule of Documents for Affixing of the Common Seal for the period 16 October 2018 to 19 November 2018 is submitted for the authority of the Council to be given. Use of the common seal must first be authorised by a resolution of the Council.

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

The Executive Services Officer reports as follows:

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

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

-----

-----

-----

---

## 10 CLOSURE OF MEETING TO THE PUBLIC

### 10.1 Meeting closed to the public

The Executive Services Officer reports as follows:

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

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

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

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	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.
. Cradle Coast Authority Board – meeting held 6 September 2018	
. Dulverton Waste Management Audit and Risk Committee – meeting held 29 October 2018	
. Dulverton Waste Management Board – meeting held 29 October 2018.	

A suggested resolution is submitted for consideration.”

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

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 <ul style="list-style-type: none"> <li>. Cradle Coast Authority Board – meeting held 6 September 2018</li> <li>. Dulverton Waste Management Audit and Risk Committee – meeting held 29 October 2018</li> <li>. Dulverton Waste Management Board – meeting held 29 October 2018.</li> </ul>	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.”

The Executive Services Officer further reports as follows:

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

- 
- 3     The *Local Government Act 1993* provides that a councillor must not disclose information seen or heard at a meeting or part of a meeting that is closed to the public that is not authorised by the council to be disclosed.

Similarly, an employee of a council must not disclose information acquired as such an employee on the condition that it be kept confidential.

- 4     In the event that additional business is required to be conducted by a council after the matter(s) for which the meeting has been closed to the public have been conducted, the Regulations provide that a council may, by simple majority, re-open a closed meeting to the public.”

---

# Associated Reports And Documents





**Central Coast Community Shed Management Committee  
General Meeting – Minutes of Meeting held at the Community Shed  
Monday, 1 October 2018 commencing at 1.05pm**

Doc. ID: 304320

**1 PRESENT/APOLOGIES**

**Present:** Rob McKenzie (Chair), Cr Viney, Len Blair, Pam Brooks, Len Carr, Kerry Hays, David Dunn, Ian Hardstaff, Norm Frampton.

**Coordinator / Administrator:** Melissa Budgeon (Central Coast Council)

**Apologies:** Lynne Jarvis – provided an update, and Merv Gee.

**2 CONFIRMATION OF MINUTES**

It was resolved, “That the minutes of the general meeting held on Monday, 3 September 2018 be confirmed as correct.”

Carried

**3 BUSINESS ARISING FROM MINUTES**

*Pathway Project* – completed. Celebration of the work done is scheduled for the 19 November at 9.30am. Melissa to arrange morning tea, provided through the Volunteers Week random draw prize won at the Volunteers Week celebrations.

*WiFi* – working well.

*Fire Maintenance* – Seeking clarification from the Building Maintenance Officer.

**FINANCIAL REPORT (as attached)**

Utilisation – Men’s Shed days – 404, Tuesday sessions – 86, Coffin Club – 80.

**4 GENERAL BUSINESS**

**. Coffin Club –**

- a Two of the three priority coffins will be finished this week.
- b The clients who have a coffin that is completed and stored at the shed will be asked on Thursday (4 October) to taken home by 11 October. Plans for timber to be moved ready for the show should see timber moved by Thursday 18 October.

- c      **Hearts and Arts** is progressing with the Arts side of things being organised ready for when Hearts have established themselves.
- .      **Ladies Group** – Going well and attendance numbers are steady. Seeking 4–5 supervisors to do First–Aid training. Names to be provided to Len Blair, and a group session may be able to be organized.
- .      **Safety Officer Report** – An audit will be underway for all the areas and all the equipment. A couple of volunteers from each area to carry out area audits, are being sort. Dust extraction is a concern in the back areas, and people are reminded to wear appropriate masks and safety equipment. Suggested that the Carbertec system used at Port Sorell be viewed to see how it works. Ongoing investigation.
- .      **Skip bin** – Rob McKenzie has received a quote to obtain a skip–bin for the Community Shed, to be located at the back gate. Cost of \$10.13 per collection for a 660litre bin. Meeting agreed to obtain a skip–bin.
- .      **Show Day** – The animal pavilion is in the process of being cleared over the coming weeks for the show animal nursery. Norm Frampton encouraged members to use the back gate to enter the Shed on the Monday of the long weekend, as there was a Truck Show on the showground and driveway area would be in use and congested.
- .      **7 Day makeover** – Shed volunteers have been approached to rebuild the boxes. No further discussion has been had regarding this. Shed members had considered that the boxes made from fiberglass would be more appropriate – sturdier and user friendly.
- .      **Kitchen upgrade grants submission** – Ian Nettleton has generated a submission – awaiting the outcome.
- .      **Dust Extraction Noise** – Dave Dunn provided a suggestion to enclose the dust extraction with a peg board material at \$85 per sheet, the cover to be portable so to be able to clean the machine. The Meeting voted and agreed to pursue the sound buffing of the machine.
- .      **Office** – floor covering for the office needs to be replaced. The meeting agreed that Rob McKenzie seek a quote to replace the flooring with the most appropriate covering.
- .      **Suicide Prevention Workshop in Campbelltown** – Six members from the shed will be attending the workshop on Wednesday.

## 5 CLOSURE/NEXT MEETING

As there was no further business to discuss the meeting closed at 1.55pm. The next meeting will be held on 12 November 2018 commencing at 1.00pm.

# CENTRAL COAST COMMUNITY SHED – FINANCIAL STATEMENT 2018–2019

*as at 28 September 2018*

<b>Revenue</b>		<b>Estimates</b>	<b>Actual</b>
		<b>\$</b>	<b>\$</b>
11413.03			
	Membership Fees	3,500.00	1,939.09
	Groups	–	–
	Material Donations	–	–
	Project Donations	2,500.00	–
	GST allocation	–	–
	<b>Estimate</b>	<b>\$6,000.00</b>	<b>\$1,939.09</b>
	–		

<b>Expenditure</b>			
11481			
	Aurora	–	–
	Telstra/Internet	1,000.00	95.46
	Office	100.00	–
	Testing and Tagging	1,200.00	–
	Petty Cash	850.00	91.28
	Training – First Aid	400.00	–
	Membership – AMSA, TMS	150.00	–
	Insurance	200.00	–
	Room Hire	–	–
	Repairs and Maintenance	2,000.00	–
	Safety Equipment	500.00	67.18
	Project Materials	3,500.00	1,772.99
	Water/Sewage	100.00	1.06
	<b>Estimate</b>	<b>\$10,000.00</b>	<b>\$2,027.97</b>

# Dial Park Management Committee

Minutes of the 4<sup>th</sup> meeting held at the Dial Park Complex

Tuesday, 9 October 2018 – commencing at 7:00pm

## 1 PRESENT

**Penguin Cricket Club:** Maurice Jones and Mitchell Reid

**Penguin Football Club:** Brian Lane and Anthony White

**Community Representative:** Rachael Hull

**Council:** Bill Hutcheson (CCC Director Organisational Services), Chris Clark (CCC Community Development Group Leader) and Greg Osborne (CCC Assets Group Leader)

## 2 WELCOME/APOLOGIES

**Apologies:** Darren Emmerton and Justin Porter.

Bill Hutcheson introduced the Council's Assets Group Leader Greg Osborne. Greg project managed the construction of the facilities and will provide an update on the status of the building defects and maintenance.

## 3 MINUTES OF THE PREVIOUS MEETING

■ Maurice Jones moved and Anthony White seconded that the minutes of the Dial Park Management Committee held on Tuesday, 22 August 2018 be confirmed.

Carried

## 4 BUSINESS ARISING/STATUS REPORT

The committee discussed the Council's response to the letter sent by Rachael Hull regarding several matters with the Management Committee and function room.

### a Business Plan/Marketing and Events Role

Bill Hutcheson noted that the business plan was a document of the committee that had been adopted by the Council. If the committee wanted to review the plan it could do so and then submit to the Council for adoption. The intent of including a marketing and events role within the plan was to provide the club with expertise in this area and to avoid volunteer burnout.

The committee may wish to review the plan annually to ensure it is achievable and consistent with the operations of the function room.

Action: Bill Hutcheson to circulate Business Plan to the committee.

**b Status Report**

Date	Action	Who	Status
10/7	Grandstand safety concerns. Request additional handrails to assist with spectators navigating the stairs.	Greg Osborne	Completed – New hand rails installed during Sept.
10/7	Kitchen/bar concerns regarding equipment, design and capacity.	PFC	Open – Awaiting report from PFC regarding desired alternative design and costs.
10/7	Grandstand capacity	Greg Osborne	Completed – Additional 159 seats installed during Sept. with stand capacity now 289.
10/7	Concerns regarding facility design contained in report from former Facility and Marketing Manager	Greg Osborne	Completed – discussed at meeting on 10/7
22/8	Write a letter to the Central Coast Council on behalf of the Penguin Football Club and Penguin Cricket Club regarding their concerns.	Rachel Hull	Completed – letter sent 16/9
22/8	Penguin Cricket Club key access	Adrian Mansfield	Open – keys to be provided to PCC
22/8	Issues with access control system on main entry door.	Adrian Mansfield	Completed – system updated

\* Highlighted rows to be deleted prior to the next meeting.

**c Building and Maintenance Discussions**

Greg Osborne provided a response to the committee regarding the concerns with the facility. He provided the following comments:

In 2013 the Council made the decision to progress with the construction of the Dial Park Complex. As part of the process to design the facilities, stakeholders from each of the clubs were involved in meetings in early 2016. A meeting was held with PFC volunteers who operate the kiosk to determine their requirements at the new facility. At the time the scope was to provide a kitchen and kiosk that was able to cater to match days demand and player teas.

As construction of the building progressed, the focus evolved from the initial concept of being a sporting complex to one that could also provide a function centre. Due to the changes the kitchen's capacity is more suited to moderate sized

events (such as the players teas) however caterers can bring in additional equipment to cater for the venues 200-person capacity.

Greg Osborne provided the following update on matters identified in a report to the committee at its 10 July 2018 meeting by the former Events and Marketing Manager.

### **Kitchen**

Electrical – due to conflicting advice from the electrical designer and the Councils contracted electrician, the Council is seeking further advice on the appropriate electrical installation given the kitchen's needs. The issues that were present on the facility opening day have no reoccurred, so it is suspected the system may have been overloaded on that day.

Splash backs – all sinks and benches that require splashbacks have them. The facility has been signed off by a building surveyor and the Councils Environmental Health Officer.

Hot Water – there is a delay of hot water to the kitchen due to the distance the water needs to travel from the tanks. The decision was made to install this type of gas system rather than a loop system to minimise gas bills. A continuous loop would require constant heating even when not in use. This delay can be overcome with the first person into the kitchen to run the water for a minute. Brian Lane noted that kitchen volunteers are aware of this, and it is no longer an issue.

Cool room storage – concerns were raised with the capacity of cool room storage in the kitchen area. As the capacity is sufficient for the normal operations of the complex, and the cost to resolve being considerable, for large scale events additional cool room storage should be hired in.

Layout – The layout of the kitchen complies with any building regulations and was signed off by a building surveyor and the Councils Environmental Health Officer. The PFC has received some recommendations for a different configuration for the kitchen and will continue to investigate this further to identify what is required.

Deep fryer – concerns were raised over the capacity, type and location of the deep fryer. The fryer was larger than that requested of the volunteers who ran the kiosk when consulted. It was suggested the deep fryer the PFC had at the Penguin Recreation Ground could be installed in the Dial Park kitchen.

Action: Greg Osborne to investigate if the deep fryer from the former club rooms can be installed at the Dial Park kitchen.

Bain Marie– the unit was designed to be used with or without water. It should be run dry alleviating any issues identified. For this reason, it was never plumbed in.

Action: Greg Osborne to access the Bain Marie unit's specifications.

---

The PFC had recently held an event where the chef who catered made some suggestions to improve the kitchen. Anthony White noted the priorities would be heat lamps, additional shelving and another oven.

Greg Osborne responded that the Council has provided one additional oven and that if it could be justified another could be considered as part of the Councils budget process.

### **Bar**

Draught into the bar area– A purchase order has been approved for this to be rectified.

Cool room seals – the seals on the cool room have been repaired under warranty.

### **Function Room**

Table quality – concerns were raised regarding the quality of the tables and their suitability for events. The tables purchased are of a commercial standard. The next level up would require additional manual handling and storage given they are unable to be packed up into such a small space compared to the existing tables. Brian Lane noted the tables have been used a number of times with table clothes and have not caused any issues.

### **Complex**

PA System – it was suggested the system lacks the capacity for such a large venue particularly for emergency situations. An additional two speakers have been ordered to be installed at the complex in the near future.

Grandstand capacity – additional seats have been installed bring the venues capacity to 289. The former Penguin Recreation Ground grandstand had a capacity of 200.

Handrails – additional handrails have been installed to improve safety of patrons. Further work is being done to design handrails on the steps in the middle section of the grandstand.

NBN – the latest advice from NBN is that the facility would be connected at the end of October. It was noted that NBN has failed to deliver on similar commitments it has made in the past.

## **5 FINANCE/TREASURER'S REPORT**

Anthony White tabled the finance report and noted the lower than forecast revenue for the function room. With the number of events booked for the function room it is expected to improve the revenue situation, but not reach the forecast levels as contained in the business plan.

■ Anthony White moved and Maurice Jones seconded that the treasurer's report as tabled be accepted.

---

Carried

## **6 FACILITY MANAGEMENT REPORT**

### **d Events and Marketing Report**

Given the resignation of the Events and Marketing Manager, Brian Lane and the PFC executive have taken on the responsibility.

Brian Lane circulated a calendar of events for the coming months which showed a number of functions have been booked.

The Central Coast Chamber of Commerce dinner was held recently and to accommodate the 130 guests the caterer managed the situation by using the meeting room.

Brian reported that the kitchen can comfortably accommodate functions of 100 people, but any more than that it becomes challenging. Feedback from one chef is that the priority should be installing heat lamps, an additional oven and shelving.

The PFC committee had started promoting the facilities and will be establishing a facebook page to assist.

## **7 REPRESENTATIVE REPORTS**

### **a Penguin Football Club**

Brain Lane reported that where the Club typically closes down over the summer period, however given the responsibilities at the new facility and function room it will be still operating.

### **b Penguin Cricket Club**

No report.

### **c Community Representative**

No report.

### **d Council Representative**

No report.

## **8 GENERAL BUSINESS**

### **a Meeting Schedule**



---

Chris Clark suggested a meeting schedule be set for the next 12 months. The committee agreed to defer setting a meeting schedule until the next meeting.

**9 NEXT MEETING**

The next meeting will be held at 7:00PM on Tuesday, 29 January 2019 at the Dial Park Meeting Room.

**10 MEETING CLOSED**

As there was no further business to discuss the meeting closed at 7.25pm.

2018 LOCAL GOVERNMENT ELECTIONS

## **Certificate of Election**

# **Central Coast Council**

In accordance with the Local Government Act 1993 I have declared the following candidates elected to the positions shown below.

### **9 Councillors**

**Elected for a period of 4 years**

Jan BONDE

Cheryl FULLER

Garry CARPENTER

Tony VAN ROOYEN

Philip VINEY

Amanda DIPROSE

Annette OVERTON

John BESWICK

Casey HISCUTT

### **Mayor**

**Elected for a period of 4 years**

Jan BONDE

### **Deputy Mayor**

**Elected for a period of 4 years**

Garry CARPENTER



Sherri Nolan RETURNING OFFICER

Friday 2 November 2018

**Schedule of Appointments to Statutory Bodies,  
Groups and Organisations, Council and Special Committees,  
Community Advisory Groups and Working Groups**

---

**APPOINTMENTS TO STATUTORY BODIES**

**Cradle Coast Authority – Representatives Group (Establishment Rules) (22/2006)**

Mayor  
General Manager

*Note.* The General Manager has the authority to appoint a substitute representative whenever a representative is unable to attend

**Dulverton Regional Waste Management Authority – Representatives Group  
(Establishment Rules)**

Cr  
General Manager

*Note:* Cr                      is the proxy appointment.

*Note.* The General Manager has the authority to appoint a substitute representative whenever a representative is unable to attend

*The Dulverton Regional Waste Management Authority – Representatives Group meets Quarterly, on a weekday. Meeting time and duration is generally from 10.00am for approximately two hours. Location of meeting rotates between the four partners – Latrobe, Kentish Devonport and Central Coast councils.*

**Local Government Association of Tasmania – Annual General Meetings, General Meetings and Special General Meetings (Establishment Rules)**

Mayor, Deputy Mayor and General Manager as delegates, with the Mayor as the voting delegate, and in her absence, the Deputy Mayor

**Local Government Association of Tasmania – General Management Committee  
(Establishment Rules)**

Representative of Devonport City and Central Coast Councils – currently:  
Mayor – Central Coast Council

*Note.* Devonport City Council Mayor is the proxy appointment

**Tasmanian Water and Sewerage Corporation Pty Ltd – Owners’ Representatives  
Group (Establishment Rules) (224/2012 – 20.08.2012)**

Mayor

*Note.* Cr                      is the proxy appointment

*Tasmanian Water and Sewerage Corporation Pty Ltd – Owners’ Representatives  
Group have two Quarterly Briefings held in February and August each year and two  
General Meetings held in May and November (AGM). Meetings are held on  
weekdays, in various locations.*

**Central Coast Shared Audit Panel (28A/2015)**

Robert Atkinson (external member and Chairperson)

John Howard (external member)

Cr

Cr

General Manager

*Note.* Cr                      is the proxy appointment

*The Central Coast and Shred Audit Panel meet four times annually, with meetings  
scheduled for March, June Aug and November. Meetings are held on a Monday,  
with times varying between am and pm and duration is up to three hours. Meetings  
venues are alternated between Devonport City and Central Coast Councils.*

**Schedule of Appointments to Statutory Bodies,  
Groups and Organisations, Council and Special Committees,  
Community Advisory Groups and Working Groups**

---

**APPOINTMENTS TO GROUPS AND ORGANISATIONS**

**Bush Watch Western District Committee**

Cr                      is the Council's liaison person

*Note.* Cr                      is the proxy appointment

*The Bush Watch Western District Committee meets four to five times per year and meetings are held at the Forico Building in Ridgley. Dates and times are confirmed closer to the allocated meeting date and are held mid-week around 11.00am.*

**Central Coast Chamber of Commerce and Industry – Council Representative**

Cr

*Note.* Cr                      is the proxy appointment.

*The Central Coast Chamber of Commerce and Industry (CCCCI) meets monthly on the second Monday of each month, from 7.00pm at the CCCCCI offices.*

**Mersey–Leven Emergency Management Planning Committee (472/2003)**

Mayor

Central Coast Municipal Emergency Management Coordinator

Central Coast Deputy Municipal Emergency Management Coordinator

Central Coast Municipal Community Recovery Coordinator

Central Coast Deputy Municipal Community Recovery Coordinator

**Penguin Surf Life Saving Club**

Cr                      is the Council's liaison person

*Note.* Cr                      is the proxy appointment

*The Penguin Surf Life Saving Club meet monthly on a Wednesday from 7.00pm.*

### **Ulverstone Band**

Cr                                      is the Council's liaison person

*Note.* Cr                                      is the proxy appointment

*The Ulverstone Band do not have a regular meeting schedule. One to two meetings are held annually, notification is provided to committee members. Meetings are generally held mid-week in the evenings.*

### **Ulverstone Surf Life Saving Club**

Cr                                      is the Council's liaison person

*Note.* Cr                                      is the proxy appointment

*The Ulverstone Surf Life Saving Club's meetings schedule TBC.*

### **Caves to Canyon Tourism Association**

Cr                                      is the Council's liaison person

*Note.* Cr                                      is the proxy appointment

*The Caves to Canyon Tourism Association meet monthly on the second Tuesday of each month. Meetings are held mid-week in the afternoon or evening, with the duration around two hours.*

### **Slipstream Circus Board Inc. (111/2013)**

Cr                                      is the Council's liaison person

*Note.* Cr                                      is the proxy appointment

*The Slipstream Circus Board meet monthly on Monday evening at 6.00pm.*

### **Sprent Primary School Association (242/2013)**

Cr                                      is the Council's liaison person

*Note.* Cr                                      is the proxy appointment

*The Sprent School Association has quarterly meetings on a Wednesday from 7.00pm, duration approx. two hours.*

## Development Support Special Committee (210/2005)

*Note.* Crs and are the proxy appointments

## East Ulverstone Swimming Pool Management Committee (709/1994)

*Note.* Cr is the proxy appointment

*The East Ulverstone Swimming Pool Management Committee meets quarterly on a Thursday between 3.30 - 4.30pm at the Pool complex.*

**Penguin Miniature Railway Management Committee (85/1993)**

Mr Maurice Jones  
Mr Cor Vander Vlist  
Mr Matey Ray  
Mr Brandon Richardson (as a junior member)  
Mr Janzen Reynolds (as a junior member)  
Mr Simon Hutchinson  
Mr Chris Cripps  
Cr                    is the Council's liaison person

*Note.* Cr                    is the proxy appointment

*The Committee is currently in abeyance*

**Riana Community Centre Advisory Committee (85/1993)**

Mrs Verlie Duff  
Mrs Beth Tobin  
Mr Robert Langham  
Mr Darren Fielding  
Mrs Glenda Fielding  
Mrs Annette Langham  
Mrs Leonie Millhouse  
Cr                    is the Council's liaison person

*Note.* Cr                    is the proxy appointment

*The Riana Community Centre Advisory Committee meet quarterly on a Tuesday at the Riana Community Centre from 7.30pm, duration of meeting approx. one hour.*

**Central Coast Community Shed Management Committee (267/2011)**

Chairperson;  
Community Shed Liaison/Coordinator/Treasurer;  
Safety Officer;  
Two Supervisor Representatives;  
Program/user representatives;  
Women's Group Representative;  
Coffin Club (Care Beyond Cure) Representative;



Community/Services Organisation representative;  
School Representative; and  
Cr                      as Council Representative.

*Note.* Cr                      is the proxy appointment

*The Central Coast Community Shed Management Committee meet monthly on the first Monday of the month from 1.00–2.00pm approx. Committee meetings held at the Community Shed.*

**Schedule of Appointments to Statutory Bodies,  
Groups and Organisations, Council and Special Committees,  
Community Advisory Groups and Working Groups**

## APPOINTMENTS TO COMMUNITY ADVISORY GROUPS

## Central Coast Community Safety Partnership Committee (326/2003)

Mayor  
Cr  
General Manager  
Representative of the Community Services Department

*Note.* Cr is the proxy appointment

*The Central Coast Community Safety Partnership Committee meets bi-monthly on a Wednesday from 10.00am in the Council Chamber, with the meetings; duration approximately one to two hours.*

## Youth Engaged Steering Committee

Cr is the Council's liaison person

*Note.*  $\tau_{i,t}$  is the proxy appointment

*The Youth Engaged Steering Committee meet monthly on the last Thursday of the month, during the school terms. Meetings are held in the Council Chamber or on rotation between the participating schools between 9.00–10.00am for approx. one hour.*

**Ulverstone Wharf Precinct Advisory Committee (140/2014 and 141/2014)**

Cr is the Council's representative

*Note.* Cr is the proxy appointment

*Committee currently in abeyance.*

**Schedule of Appointments to Statutory Bodies,  
Groups and Organisations, Council and Special Committees,  
Community Advisory Groups and Working Groups**

---

**APPOINTMENTS TO WORKING GROUPS**

**Australia Day Awards Committee**

Cr  
Cr  
Mr Glen Lutwyche

*The Australia Day Awards Committee meet in November annually.*

**General Manager Performance Review Panel (197/2003)**

Mayor, Deputy Mayor and one other Councillor (being Cr )

*Note.* Cr is the proxy appointment

**Small Grants Panel (257/2002)**

Cr  
Cr  
Cr  
Two representatives of the Community Services Department

*Note.* Cr is the proxy appointment

*The Small Grants Panel meeting each April to allocate grants and consider applications.*

---

**Notation:** In appointing members or representatives to any organisation, committee or working party it is essential that the rules or minute establishing those groups be consulted prior to making an appointment in order to ensure that the rules and minute are complied with.

# Councillor Allowances

**Information Sheet**  
**17 October 2018**

This information sheet explains the process for adjusting allowances for councillors, mayors and deputy mayors annually by an inflationary factor. This information has been updated for the allowances payable from 1 November 2018.

## Legislative basis

Section 340A of the *Local Government Act 1993* (the Act) entitles councillors to allowances as prescribed in regulations. Mayors and deputy mayors are entitled to allowances in addition to those payable to them as councillors.

Regulation 42(2) of the *Local Government (General) Regulations 2015* (the Regulations) specifies the allowances payable to councillors, mayors, and deputy mayors. The allowances payable from 1 November 2014 are set out in Schedule 4 of the Regulations.

## 2018 review of Councillor Allowances

The Tasmanian Industrial Commission (TIC) completed a review into councillor allowances in April 2018. The TIC concluded that the current level of councillor allowances is financially sustainable and acceptable, and did not propose any changes to the allowances at this time.

The TIC did recommend, however, that the deputy mayor be paid the mayoral allowance where the deputy is required to act in the role of mayor for more than four consecutive weeks. The Government will implement this recommendation by the end of 2018 by amending the Regulations accordingly.

## Indexation

Regulation 42(2) establishes an indexation process so that allowances are adjusted from 1 November each year by multiplying the allowances for the previous year by the inflationary factor for the current year.

The inflationary factor is calculated using the ABS's Wage Price Index (WPI) for Tasmania. The Department of Treasury and Finance references this data in its WPI information sheet each quarter which can be found on Treasury's website:

[www.treasury.tas.gov.au/economy/economic-data/economic-data-releases-for-tasmania](http://www.treasury.tas.gov.au/economy/economic-data/economic-data-releases-for-tasmania).

The formula for arriving at the inflationary factor is:

$$\frac{\text{Tasmanian June quarter WPI (current year)}}{\text{Tasmanian June quarter WPI (previous year)}}$$

The inflationary factor applying to allowances from 1 November 2018 is 2.4%.

The table on page 3 shows the allowances payable from 1 November 2018 (noting these are rounded to the nearest whole dollar, consistent with the Regulations).

## **Payment**

Regulation 42(3) requires the annual allowance to be paid in monthly or fortnightly instalments. Section 340A(2A) of the Act requires that allowances be paid in arrears.

## **Foregoing Allowance**

Section 340A(3) of the Act enables a councillor, mayor or deputy mayor to decide not to receive part or all of an allowance. Where this prerogative is exercised, the General Manager is to be notified in writing. As the allowances are annual allowances payable monthly or fortnightly in arrears, any such notification is not revokable retrospectively.

## **Councillor Expenses**

Regulation 43 enables councillors to be reimbursed for reasonable expenses in relation to telephone and internet usage, travelling, stationary and office supplies, and 'the care of any person who is dependent on the councillor and who requires the care while the councillor is carrying out his or her duties or functions as a councillor', in accordance with the council's policy under Schedule 5 of the Act.

## **Reporting**

Section 72(1)(cb) of the Act requires each council to include in its annual report a statement of the total allowances and expenses paid to the mayor, deputy mayor and councillors.

## Indexed allowances payable to elected members from 1 November 2018

<b>Council</b>	<b>Allowance for councillors</b>	<b>Additional allowance for deputy mayors</b>	<b>Additional allowance for mayors</b>
Hobart City	\$36,326	\$23,460	\$90,816
Launceston City	\$36,326	\$23,460	\$90,816
Clarence City	\$29,409	\$20,434	\$73,518
Glenorchy City	\$29,409	\$20,434	\$73,518
Kingborough	\$29,409	\$20,434	\$73,518
Burnie City	\$22,271	\$17,407	\$55,679
Central Coast	\$22,271	\$17,407	\$55,679
Devonport City	\$22,271	\$17,407	\$55,679
West Tamar	\$22,271	\$17,407	\$55,679
Brighton	\$15,137	\$14,378	\$37,839
Huon Valley	\$15,137	\$14,378	\$37,839
Meander Valley	\$15,137	\$14,378	\$37,839
Northern Midlands	\$15,137	\$14,378	\$37,839
Sorell	\$15,137	\$14,378	\$37,839
Waratah-Wynyard	\$15,137	\$14,378	\$37,839
Break O'Day	\$12,651	\$12,109	\$31,628
Circular Head	\$12,651	\$12,109	\$31,628
Derwent Valley	\$12,651	\$12,109	\$31,628
Dorset	\$12,651	\$12,109	\$31,628
George Town	\$12,651	\$12,109	\$31,628
Latrobe	\$12,651	\$12,109	\$31,628
Glamorgan-Spring Bay	\$10,654	\$10,596	\$26,634
Kentish	\$10,654	\$10,596	\$26,634
Southern Midlands	\$10,654	\$10,596	\$26,634
West Coast	\$10,654	\$10,596	\$26,634
Central Highlands	\$9,322	\$9,839	\$23,304
Flinders	\$9,322	\$9,839	\$23,304
King Island	\$9,322	\$9,839	\$23,304
Tasman	\$9,322	\$9,839	\$23,304

Disclaimer: Advice on legislation or legal policy issues contained in this paper is intended for information and general guidance only. Such advice is not professional legal opinion.

# COUNCIL

## MEETING DATES 2019


Ordinary meetings of the Council are held on the third Monday monthly, except for January and December as shown below.

Meetings are held in the Council Chamber, Administration Centre, 19 King Edward Street, Ulverstone and are open to the general public. Meetings commence at 6.00pm, and at 6.40pm 30 minutes is allocated to the public to ask questions of the Council.

The current agenda and minutes are available from either the Administration Centre or the Service Centre, Penguin, or can be accessed on the Council's website at [www.centralcoast.tas.gov.au](http://www.centralcoast.tas.gov.au). (Agendas are available from the Thursday prior to each meeting.)

Meeting dates for 2019 are scheduled as follows:

\*Tuesday 29 January  
Monday 18 February  
Monday 18 March  
Monday 15 April  
Monday 20 May  
Monday 17 June  
Monday 15 July  
Monday 19 August  
Monday 16 September  
Monday 21 October  
Monday 18 November  
Monday 16 December



SANDRA AYTON  
General Manager

# DEVELOPMENT SUPPORT SPECIAL COMMITTEE

## MEETING DATES 2019


Meetings of the Development Support Special Committee are held in the Council Chamber, Administration Centre, 19 King Edward Street, Ulverstone. This Committee deals with matters of a land-use planning nature, particularly determination of applications. Although scheduled, meetings are only held if required. Persons interested in attending should contact the Land Use Planning Group (tel. 6428 8952) to find out if the meeting will be required on the scheduled date.

The current agenda and minutes are available from either the Administration Centre or the Service Centre, Penguin, or can be accessed on the Council's website at [www.centralcoast.tas.gov.au](http://www.centralcoast.tas.gov.au)

Meeting dates for 2019 are scheduled as follows:

Monday 14 January  
Monday 11 February  
Monday 25 February  
\*Tuesday 12 March  
Monday 25 March  
Monday 8 April  
Monday 29 April  
Monday 13 May  
Monday 27 May  
\*Tuesday 11 June  
Monday 24 June

Monday 8 July  
Monday 29 July  
Monday 12 August  
Monday 26 August  
Monday 9 September  
Monday 30 September  
Monday 14 October  
Monday 28 October  
Monday 11 November  
Monday 25 November  
Monday 9 December



SANDRA AYTON  
General Manager



**Central Coast Council**  
**List of Development Applications Determined**  
**Period from: 1 October 2018 to 31 October 2018**

<b>Application Number Display</b>	<b>Address</b>	<b>DA Type</b>	<b>Proposed use</b>	<b>Application Date</b>	<b>Decision Date</b>	<b>Day determined</b>
DA2018017	6 Southwood Avenue PENGUIN,TAS,7316	Discretionary	Residential (subdivision - 36 lots)	5/07/2018	8/10/2018	11
DA2018053	65A Alexandra Road ULVERSTONE,TAS,7315	Discretionary	Residential (covered deck)	15/08/2018	4/10/2018	27
DA2018056	1121 Wilmot Road KINDRED,TAS,7310	Permitted	Residential - as constructed deck and gazebo	17/08/2018	2/10/2018	8
DA2018059	Goulds Road PRESTON,TAS,7315	Discretionary	Utilities (Telecommunication monopole and associated structures)	29/08/2018	8/10/2018	34
DA2018066	2 Arnold Street PENGUIN,TAS,7316	Discretionary	Residential (outbuilding)	6/09/2018	30/10/2018	20
DA2018067	8 Starlight Court ULVERSTONE,TAS,7315	Discretionary	Residential (outbuilding - shed)	6/09/2018	19/10/2018	37
DA2018073 - 1	8 Jetty Street ULVERSTONE,TAS,7315	Discretionary	Resource Processing (factory addition and the relocation of tank farm, fat, oil and grease recovery plant and foaming station)	6/09/2018	17/10/2018	35
DA2018075	30 Bowman Drive PENGUIN,TAS,7316	Discretionary	Residential (outbuilding)	14/09/2018	19/10/2018	22
DA2018080	125 Ironcliffe Road PENGUIN,TAS,7316	Permitted	Sports and recreation (covered spectator stand & kiosk)	14/09/2018	16/10/2018	20

**Central Coast Council**  
**List of Development Applications Determined**  
**Period from: 1 October 2018 to 31 October 2018**

DA2018085	107 Main Road PENGUIN,TAS,7316	Discretionary	Business and Professional Services (medical centre extension)	20/09/2018	31/10/2018	26
DA2018092	133 South Road WEST ULVERSTONE,TAS,7315	Permitted	Visitor Accommodation	24/09/2018	9/10/2018	12
DA2018093	5 Maisie Place ULVERSTONE,TAS,7315	Permitted	Residential (dwelling)	28/09/2018	22/10/2018	6
DA2018098	1201-1221 Pine Road RIANA,TAS,7316	Discretionary	Community meeting and entertainment/Sport & Recreation - deck extension to Riana Community Centre	1/10/2018	30/10/2018	22
DA2018100	27 Parsons Street ULVERSTONE,TAS,7315	Permitted	Sport & recreation (shipping container - storage of cricket equipment)	4/10/2018	16/10/2018	5
DA2018101	1 Crescent Street ULVERSTONE,TAS,7315	Discretionary	Hotel industry (covered deck adjacent to function room) and boundary adjustment	4/10/2018	30/10/2018	15
DA2018102	36 Allegra Drive HEYBRIDGE,TAS,7316	Permitted	Residential (dwelling)	5/10/2018	24/10/2018	6
DA2018103	1 Turners Beach Road TURNERS BEACH,TAS,7315	Permitted	Residential - as constructed deck	8/10/2018	19/10/2018	3
DA2018111	10 Riverside Avenue ULVERSTONE,TAS,7315	Permitted	Residential (dwelling extension and major renovation)	15/10/2018	24/10/2018	5
DA2018122	10 Wyllies Road RIANA,TAS,7316	Permitted	Agricultural storage shed	19/10/2018	30/10/2018	7

**Central Coast Council**  
**List of Development Applications Determined**  
**Period from: 1 October 2018 to 31 October 2018**

DA216219	Johnsons Beach Road Penguin,TAS,7316	Discretionary	Community meeting and entertainment (storage shipping container)	7/06/2017	16/10/2018	24
DA217241	161 Hardys Road PENGUIN,TAS,7316	Discretionary	Residential (subdivision - 3 lots)	4/06/2018	2/10/2018	41

**SCHEDULE OF STATUTORY DETERMINATIONS  
MADE UNDER DELEGATION**

Period: 1 October 2018 to 31 October 2018

Building Permits – 11

• New dwellings	7	\$1,826,250
• Outbuildings	1	\$27,000
• Additions/Alterations	3	\$473,600
• Other	0	\$0.00
• Units	0	\$0.00

Demolition Permit 0 \$0.00

Permit of Substantial Compliance – Building – 0

Notifiable Work – Building – 13

• New dwellings	4	\$1,073,750
• Outbuildings	5	\$219,613
• Additions/Alterations	3	\$131,000
• Other	1	\$7,000

Building Low Risk Work – 1

Plumbing Permits – 4

Certificate of Likely Compliance – Plumbing – 12

No Permit required– Plumbing – 4

Food Business registrations (renewals) – 21

Food Business registrations – 1

Temporary Food Business registrations – 4

Temporary 12 month Statewide Food Business Registrations – 3

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



# Annexure 1



100 m



**CENTRAL COAST  
COUNCIL**

Scale = 1 :  
3405.780



**Central Coast Council**  
19 King Edward St  
Ulverstone  
TAS 7315  
Telephone: 03 6429 8900  
Facsimile: 03 6425 1224  
admin@centralcoast.tas.gov.au

24-Sep-2018

## Important

This map was produced on the GEOCENTRIC DATUM OF AUSTRALIA 1994 (GDA94), which has superseded the Australian Geographic Datum of 1984 (AGD66/84). Heights are referenced to the Australia Height Datum (AHD). For most practical purposes GDA94 coordinates, and satellite derived (GPS) coordinates based on the World Geodetic Datum 1984 (WGS84), are the same.

## Disclaimer

This map is not a precise survey document

## Disclaimer

This map is not a precise survey document

All care is taken in the preparation of this plan; however, Central Coast Council accepts no responsibility for any misprints, errors, omissions or inaccuracies. The information contained within this plan is for pictorial representation only. Do not scale. Accurate measurement should be undertaken by survey.

© The List 2017

© Central Coast Council 2017.

**57 & 29 WATER STREET,  
ULVERSTONE  
DA2018070**



# Annexure 2

CENTRAL COAST COUNCIL  
PO Box 220  
19 King Edward Street  
ULVERSTONE TASMANIA 7315  
Ph: (03) 6429 8900  
Email: [planning@centralcoast.tas.gov.au](mailto:planning@centralcoast.tas.gov.au)  
www: centralcoast.tas.gov.au

CENTRAL COAST COUNCIL  
DEVELOPMENT & REGULATORY SERVICES

Received: 07 SEP 2018

Application No: .....



CENTRAL COAST COUNCIL

Doc. Id .....

## Land Use Planning and Approvals Act 1993

## Central Coast Interim Planning Scheme 2013

## PLANNING PERMIT APPLICATION

### Office Use Only

Application No DA2018070

Date Received 7-9-18

Zone Recreation

Fee \$

Permitted ☐

Discretionary ☒

NPR ☐

### Use or Development Site:

Site Address 57 + 29 Water Street ULVERSTONE TAS 7315

Certificate of  
Title Reference

CT 300/123

CT 182/163

Land Area

116,715m<sup>2</sup>

Heritage Listed Property

YES

☐

NO

☒

### Applicant/s

First Name

Andrew

Middle  
Name

Surname or  
Company name

Midgley

Mobile

0458 949 881

Postal Address:

PO Box 45 Ulverstone TAS

Phone No:

Email address:

ammidgley@bigpond.com

☒

Please tick box to receive correspondence and any relevant information regarding your application via email.

### Owner (Note – if more than one owner, all names must be indicated)

First  
Name

Central Coast Council

Middle  
Name

Surname

Phone No

Postal Address:

PO Box 220

Ulverstone TAS

7315

**PERMIT APPLICATION INFORMATION**

(If insufficient space, please attach separate documents)

"USE" is the purpose or manner for which land is utilised.

**Proposed Use**

Recreation

**Use Class**

Office use only

"Development" is the works required to facilitate the proposed use of the land, including the construction or alteration or demolition of buildings and structures, signs, any change in ground level and the clearing of vegetation.

**Proposed Development** (please submit all documentation in PDF format to [planning@centralcoast.tas.gov.au](mailto:planning@centralcoast.tas.gov.au) separating A4 documents & forms from A3 documents).

**Value of the development** – (to include all works on site such as outbuildings, sealed driveways and fencing)

\$.....150,000..... Estimate/ Actual

Total floor area of the development .....2000m<sup>2</sup>.....m<sup>2</sup>

**Notification of Landowner****If land is NOT in the applicant's ownership**

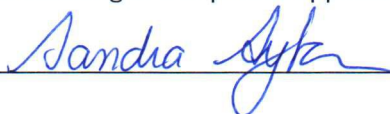
I, Andrew Midgley, declare that the owner/~~each of the owners~~ of the land has been notified of the intention to make this permit application.

Signature of Applicant

Date 6-9-18**If the application involves land owned or administered by the CENTRAL COAST COUNCIL**

Central Coast Council consents to the making of this permit application.

General Managers Signature

Date 21.9.18**If the permit application involves land owned or administered by the CROWN**

I, \_\_\_\_\_ the Minister

responsible for the land, consent to the making of this permit application.

Minister (Signature)

Date



## Applicants Declaration

I/we Andrew Midgley

declare that the information I have given in this permit application to be true and correct to the best of my knowledge.

Signature of Applicant/s



Date

6-9-18

*NB: If the site includes land owned or administered by the Central Coast Council or by a State government agency, the consent in writing (a letter) from the Council or the Minister responsible for Crown land must be provided at the time of making the application - and this application form must be signed by the Council or the Minister responsible.*

Office Use Only	
Planning Permit Fee	\$ .....
Public Notice Fee	\$ .....
Permit Amendment / Extension Fee	\$ .....
No Permit Required Assessment Fee	\$ .....
<b>TOTAL</b>	<b>\$ .....</b>
Validity Date	



21 September 2018

I, Sandra Ayton, General Manager of Central Coast Council, under Section 52 of the *Land Use Planning and Approvals Act 1993*, hereby give my written permission for the lodgement of a planning application for an urban bike park at 29 & 57 Water Street, Ulverstone.

  
.....  
Sandra Ayton  
GENERAL MANAGER

SEARCH OF TORRENS TITLE

VOLUME 228065	FOLIO 1
EDITION 2	DATE OF ISSUE 04-Mar-2003

CENTRAL COAST COUNCIL

DEVELOPMENT & REGULATORY SERVICES

Received: 07 SEP 2018

Application No: .....

Doc. Id .....

SEARCH DATE : 05-Sep-2018

SEARCH TIME : 11.58 AM

DESCRIPTION OF LAND

Town of ULVERSTONE

Lot 1 on Plan 228065

Derivation : Part of Lot 2 Sec.F.f. Gtd. to G. Ellis & Anr.

Prior CT 3030/46

SCHEDULE 1

CENTRAL COAST COUNCIL

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

C423844 Lease to Ronald Allan Butler, Leona Helen Butler,  
Warren Charles Deane and Sharon Lee Deane of a  
leasehold estate for the term of 3 years and 1 day  
from 18-Dec-2002 Leasehold Title issue Vol. 65555A  
Fol. 2 Registered 04-Mar-2003 at noon  
Leasehold Title(s) issued: 228065A/1

E125357 CAVEAT by Commonwealth Bank of Australia Registered  
26-Feb-2018 at noon

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

ORIGINAL -- NOT TO BE REMOVED FROM TITLES OFFICE

R.P. 1469

TASMANIA

REAL PROPERTY ACT, 1862, as amended

NOTE-- REGISTERED FOR OFFICE

CONVENIENCE TO REPLACE



CERTIFICATE OF TITLE

Register Book

Vol. Fol.

3030 46

Cert. of Title Vol. 300. Fol. 123.

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

*M. Hutchinson*

Recorder of Titles.



#### DESCRIPTION OF LAND

TOWN OF ULVERSTONE

FOUR ACRES THREE RODS THIRTEEN PERCHES on the Plan hereon

FIRST SCHEDULE (Continued overleaf)

THE WARDEN COUNCILLORS AND ELECTORS OF THE MUNICIPALITY OF LEVEN

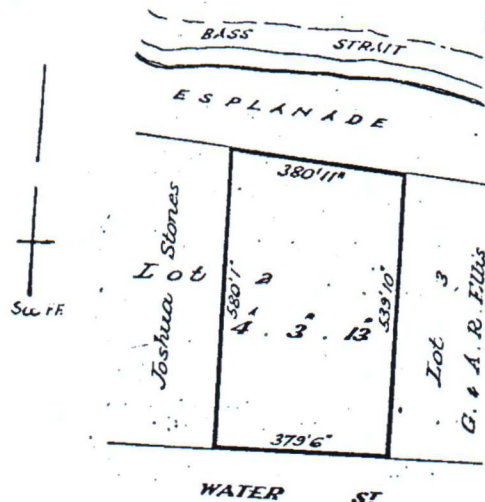
SECOND SCHEDULE (Continued overleaf)  
NIL.

RECORDED OF TITLES ARE NO LONGER SUBSISTING.

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

REGISTERED NUMBER

228065



Part of Lot 2 Sec.F.f. Gtd.to G. Ellis & Anr.

Meas.in Ft.&Ins.  
5/17 T.N.

FIRST Edition. Registered 26 APR 1971  
Derived from C.T. Vol.300.Fol.123.

Application 5656 R.P.

SEARCH OF TORRENS TITLE

VOLUME 235379	FOLIO 1
EDITION 1	DATE OF ISSUE 15-Mar-1995

CENTRAL COAST COUNCIL

DEVELOPMENT & REGULATORY SERVICES

Received: 07 SEP 2018

Application No: .....

Doc. Id .....

SEARCH DATE : 05-Sep-2018

SEARCH TIME : 12.00 PM

DESCRIPTION OF LAND

Town of ULVERSTONE

Lot 1 on Plan 235379

Derivation : Part of Lot 2 Sec.F.f. Gtd. to G. Ellis & Anr.

Prior CT 3207/44

SCHEDULE 1

31625 CENTRAL COAST COUNCIL

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations



ORIGINAL - NOT TO BE REMOVED FROM TITLES OFFICE

R.P. 1469

TASMANIA

REAL PROPERTY ACT, 1862, as amended

NOTE - REGISTERED FOR OFFICE

CONVENIENCE TO REPLACE



CERTIFICATE OF TITLE

Register Book

Vol. Fol.

3207 44

Cert. of Title Vol. 182 Fol. 163

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

*[Signature]*

Recorder of Titles.



DESCRIPTION OF LAND

TOWN OF ULVERSTONE  
TWO ACRES on the Plan hereon

FIRST SCHEDULE (continued overleaf)

THE WARDEN COUNCILLORS AND ELECTORS

OF THE MUNICIPALITY OF LEVEN

SECOND SCHEDULE (continued overleaf)

NIL.

3 OF THE RECORDER OF TITLES ARE NO LONGER SUBSISTING.

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

REGISTERED NUMBER

**235379**



Part of Lot 2. Sec. F.f. - Gtd. to G. Ellis & Anr. - Meas. in  
FIRST Edition. Registered 12/10/1971 Links. 5/ 17T.N.  
Derived from

C.T. Vol.182.Fol.163. Transfer 31625 J. Stones.

## SEARCH OF TORRENS TITLE

VOLUME 156429	FOLIO 1
EDITION 1	DATE OF ISSUE 08-Sep-2009

## CENTRAL COAST COUNCIL

DEVELOPMENT &amp; REGULATORY SERVICES

SEARCH DATE : 05-Sep-2018

SEARCH TIME : 11.59 AM

Received: 07 SEP 2018

Application No: .....

Doc. Id .....

DESCRIPTION OF LAND

Town of ULVERSTONE

Lot 1 on Sealed Plan 156429 (Section 27A of the Land Titles Act.)

Derivation : Whole of Lot 1 8.907ha The Crown

SCHEDULE 1C905781 TRANSFER to CENTRAL COAST COUNCIL Registered  
08-Sep-2009 at 12.01 PMSCHEDULE 2

Reservations and conditions in the Crown Grant if any

SP156429 EASEMENTS in Schedule of Easements

C905781 FENCING PROVISION in Transfer

C905781 REVERSIONARY CONDITIONS set forth in Transfer

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

<p>OWNER THE CROWN</p> <p>FOLIO REFERENCE SEC 27A C924660</p> <p>GRANTEE WHOLE OF LOT 1 (8.907ha) THE CROWN, SP156429</p>	<h2 style="margin: 0;">PLAN OF SURVEY</h2> <p>BY SURVEYOR A.J PHILLIPS</p> <p>LOCATION TOWN OF ULVERSTONE (SEC. H AND Z)</p> <p>SCALE 1: 1500 LENGTHS IN METRES</p>	<p>REGISTERED NUMBER</p> <h1 style="margin: 0;">SP156429</h1> <p>APPROVED EFFECTIVE FROM - 8 SEP 2009</p> <p><i>Alice Kawa</i> Recorder of Titles</p>	
MAPSHEET MUNICIPAL CODE No. (4244-43)104	LAST 6305476, 6305478 UPI No 6DH65	LAST PLAN No.	ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN

(SP30071)  
(SP2158)

(D92551) (SP63136)

(P219567)

VICTORIA STREET

DIAL STREET

(SP150844)

(P U/1 L.O.)

(P U/3 L.O.)

WAYLEAVE EASEMENT 6.00 WIDE

WAYLEAVE EASEMENT VARIABLE WIDTH

WAYLEAVE EASEMENT 6.00 WIDE

ESPLANADE

BASS STRAIT

1  
8.907ha

FULTON STREET

NEW STREET

WATER

BEACH ROAD

(P201455)

153/27D  
(114/12NS)

(SP136841)

(SP144307)

(SP132315)

(10/27NS)  
(P228065)

(P235379)

(P122513) (P122525)

N

COUNCIL DELEGATE DATE



<p align="center"><b>SCHEDULE OF EASEMENTS</b></p> <p><b>NOTE:</b> THE SCHEDULE MUST BE SIGNED BY THE OWNERS &amp; MORTGAGEES OF THE LAND AFFECTED. SIGNATURES MUST BE ATTESTED.</p>	<p align="center">Registered Number</p> <p align="center"><b>SP 156429</b></p>
--	--

PAGE 1 OF 2 PAGE/S

**EASEMENTS AND PROFITS**

Each lot on the plan is together with:-

- (1) such rights of drainage over the drainage easements shown on the plan (if any) as may be necessary to drain the stormwater and other surplus water from such lot; and
- (2) any easements or profits a prendre described hereunder.

Each lot on the plan is subject to:-

- (1) such rights of drainage over the drainage easements shown on the plan (if any) as passing through such lot as may be necessary to drain the stormwater and other surplus water from any other lot on the plan; and
- (2) any easements or profits a prendre described hereunder.

The direction of the flow of water through the drainage easements shown on the plan is indicated by arrows.

Lot 1 is subject to a wayleave easement over the Wayleave Easement 6.00 Wide and Wayleave Easement Variable Width shown on the Plan in favour of Aurora Energy Pty Ltd.

**Definition**

**WAYLEAVE EASEMENT AND RESTRICTION AS TO USER OF LAND MEANS:**

**FIRSTLY** all the full and free right and liberty for Aurora Energy Pty Ltd and its successors and its and their servants agents and contractors at all times hereafter:

- a) TO clear the lands shown as "Wayleave Easement 6.00 Wide" and "Wayleave Easement Variable Width" on the plan (hereinafter called "the servient land") and to erect construct place inspect alter repair renew maintain and use in upon over and along and remove from the servient land towers poles wires cables apparatus appliances and other ancillary work (all of which are hereinafter collectively referred to as "the said lines") for the distribution of electrical energy and for purposes incidental thereto;
- b) TO cause or permit electrical energy to flow or be transmitted through and along the said lines;
- c) TO cut away remove and keep clear of the said lines all trees and all other obstructions or erections of any nature whatsoever which may at any time overhang encroach or be in or on the servient land and which may in any way endanger or interfere with the proper operation of the said lines, and making good all damage occasioned thereby;
- d) TO enter into and upon the servient land and if necessary to cross the remainder of the said land for the purpose of access and regress to and from the servient land for all or any of the above purposes with or without all necessary plant equipment machinery and vehicles of every kind, and making good all damage occasioned thereby.

(USE ANNEXURE PAGES FOR CONTINUATION)

<p>SUBDIVIDER: The Crown</p> <p>FOLIO REF: Sec 27A</p> <p>SOLICITOR &amp; REFERENCE: Crown Land Services 204859</p>	<p>PLAN SEALED BY: The Crown</p> <p>DATE: 28 April 2009</p> <p>20 48 59..... REF NO. Crown Delegate</p>
<p><b>NOTE:</b> The Council Delegate must sign the Certificate for the purposes of identification.</p>	

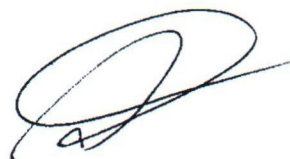


<b>ANNEXURE TO SCHEDULE OF EASEMENTS</b> PAGE 2 OF 2 PAGES	Registered Number <b>SP156429</b>
SUBDIVIDER: The Crown FOLIO REFERENCE: Sec 27A	

SECONDLY the benefit of a covenant for Aurora Energy Pty Ltd and its successors with the registered proprietor/s for themselves and their successors in title of the servient land not to erect any buildings or place any structures, objects or vegetation that could interfere with the proper and safe operation of the said lines to the intent that the burden of the covenant may run with and bind the servient land and every part thereof and that the benefit thereof may be annexed to the easement first hereinbefore described.

**SIGNED** by **SUSAN JENNIFER HAIMES**  
being and as the Acting Manager Crown Land Services  
prescribed in Statutory Rule No. 187 of 2001 and  
pursuant to an Instrument of Delegation dated  
25 November 2004 in the presence of:-

)  
)  
)  
)  
)



Signature of witness:



Name of witness: Kelvin Pelham  
Occupation: Property Officer  
Address: Crown Land Services  
134 Macquarie Street  
HOBART

**NOTE:** Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.



Received: 07 SEP 2018

# STATEMENT OF COMPLIANCE FOR VEHICULAR ACCESS and/or DRAINAGE ACCESS DEEMED COMPLIANCE CHECKLIST

Local Government (Highways) Act 1982 and Urban Drainage Act 2013

The *Central Coast Interim Planning Scheme 2013* requires that a planning permit application for a development approval must demonstrate that suitable arrangements are in place, or will be provided, for vehicular access to the site of development or use and that a suitable means of disposal of stormwater arising from the use or development is provided or will be provided.

The Central Coast Council has a responsibility to administer the *Local Government (Highways) Act 1982* and *Urban Drainage Act 2013*. Under the relevant provisions of these Acts, a deemed compliance for vehicular access to the local highway and access to the Council stormwater system can be granted, subject to meeting the following criteria.


Please answer YES or NO to the following Questions:

Applicants who respond YES at 2, 3, 5 or 6 will be required to submit a Statement of Compliance Request Form.

Vehicular Access		YES	NO
1.	The development <b>has or requires</b> a new vehicular access between the road and property. (If YES, please answer 2 and 3)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2.	Does the proposed use or development increase the volume of traffic using the vehicular access?	<input type="checkbox"/>	<input type="checkbox"/>
3.	Does the existing vehicular access need to be altered under the proposed use or development?	<input type="checkbox"/>	<input type="checkbox"/>

Drainage Access		YES	NO
4.	The development <b>has or requires</b> a drainage access connection to the stormwater system. (If YES, please answer 5 and 6)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5.	Will the proposed use or development increase the volume of stormwater directed to the stormwater system?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6.	Does the site of the development require a new or altered stormwater connection that will be accessed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Applicant Details			
Applicant	Andrew Midgley		
Development Location	29 + 57 Water Street Ulverstone Tas 7315		
Nature of Use or Development	Recreation		
Contact Details	Phone No.	Mobile No.	0458 949 881

Applicant Declaration			
I, <u>Andrew Midgley</u> (Print Name)			
declare that the information I have given in this application to be true and correct to the best of my knowledge.			
Signature of Applicant		Date	<u>6-9-18</u>

Office Use Only			
Endorsed by Council Officer		Date	

This Statement of Compliance is valid for 24 months from the endorsed date and must be included with the planning permit application.

## Privacy Statement

1. Council is committed to upholding your right to privacy. 2. Personal information collected by Central Coast Council is used in the provision of services. 3. Information collected will be retained confidentially and disposed of in accordance with requirements of the Personal Information Protection Act 2004. 4. You have the right to access your own personal information on request.





100 m



CENTRAL COAST  
COUNCIL

Scale = 1 :  
3405.780



Central Coast Council  
19 King Edward St  
Ulverstone  
TAS 7315  
Telephone: 03 6429 8900  
Facsimile: 03 6425 1224  
admin@centralcoast.tas.gov.au

24-Sep-2018

**Important**

This map was produced on the GEOCENTRIC DATUM OF AUSTRALIA 1994 (GDA94), which has superseded the Australian Geographic Datum of 1984 (AGD66/84). Heights are referenced to the Australia Height Datum (AHD). For most practical purposes GDA94 coordinates, and satellite derived (GPS) coordinates based on the World Geodetic Datum 1984 (WGS84), are the same.

**Disclaimer**

This map is not a precise survey document

**Disclaimer**

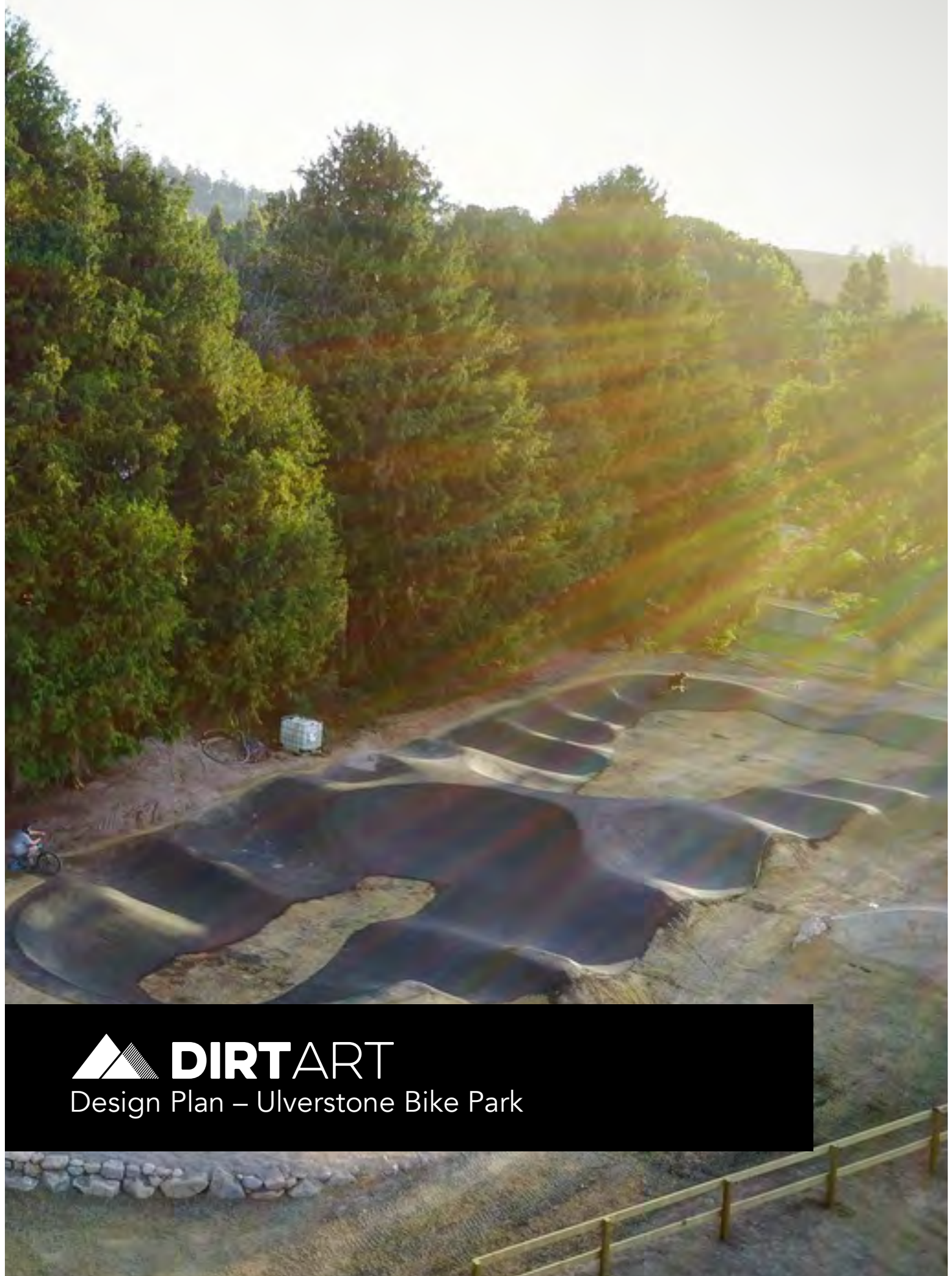
This map is not a precise survey document

All care is taken in the preparation of this plan; however, Central Coast Council accepts no responsibility for any misprints, errors, omissions or inaccuracies. The information contained within this plan is for pictorial representation only. Do not scale. Accurate measurement should be undertaken by survey.

© The List 2017.  
© Central Coast Council 2017.

**57 & 29 WATER STREET,  
ULVERSTONE  
DA2018070**





 **DIRTART**  
Design Plan – Ulverstone Bike Park

## Table of Contents

1	Overview .....	3
2	The site .....	3
3	The concept .....	4
3.1	Overview .....	4
3.2	Skills park.....	4
3.2.1	Overview .....	4
3.2.2	Descent 1.....	4
3.3	Descent 2.....	4
3.4	Descent 3.....	5
4	Design Plan .....	6
5	Construction Methodologies .....	14
5.1	Skills Park.....	14
5.1.1	Base Trail.....	14
5.1.2	Trail features.....	14
5.2	Advanced Pump Track.....	15
5.2.1	Base preparation.....	15
5.2.2	Base construction.....	15
5.2.3	Surfacing .....	16
5.3	Beginner Pump Track .....	16
5.3.1	Base preparation.....	16
5.3.2	Base construction.....	16
5.3.3	Sub-surfacing .....	17
5.3.4	Surfacing .....	17
5.4	Connecting Pathways .....	17
5.4.1	Overview .....	17
5.4.2	Pathway base.....	17
5.4.3	Pathway surface.....	18
	Appendix One- Environmental Management Plan .....	19

## 1 Overview

*Dirt Art* has been contracted by the Ulverstone Lyons Club to investigate potential for development a mountain bike skills park adjacent to the Ulverstone waterfront. The proposed site is a lightly sloping/flat land parcel, which is predominantly grass, with several mature native and non-native trees.

The aim of the project is to develop a mountain bike skills park and pump track suitable for riders of all abilities, with a focus on beginner-intermediate riders.

The design developed by *Dirt Art* has structured the facility into three distinct trail areas, a skills park, advanced pump track and a beginner pump track. The skills park component includes three different descending trails, catering for a broad range of skills features.

The facility would be constructed largely with imported gravel-based material, to ensure that the trails could be elevated from surrounding ground and restrict the risk of moisture penetration up into the trail tread/surface.

The facility has been designed to offer a world-class riding experience that is complementary to and low impact in the natural environment, while maximising the clients budget and the opportunity afforded by the site.

## 2 The site

The site is located in Ulverstone, Tasmania.

The site is lightly sloping and flat in areas.

Terrain on site is essentially uniform and flat, with minor undulations evident to the north of the site.

Vegetation on site includes a number larger, mature native trees, with understorey consisting predominantly of grass. *Dirt Art* are not proposing to remove any larger trees, with nothing larger than 100mm DBH (diameter at breast height) proposed for removal.

The site does have some known drainage lines and wet areas. Drainage lines will be treated with the installation of 300mm culvert pipe. Lower lying wet areas will be elevated with clean fill and/or gravel/base.

## 3 The concept

### 3.1 Overview

*Dirt Art* has proposed a facility composing of three distinct components; a skills park, advanced pump track and a beginner pump track. The facility has been designed to cater for all rider abilities, with a focus on beginner-intermediate riders. Given the urban location of the facility, and the likely predominant demographic, *Dirt Art* suggest that a focus on beginner-intermediate riders is the optimal approach.

### 3.2 Skills park

#### 3.2.1 Overview

The skills park can be divided into four key components; three separate descending skills trails, and a single return trail. The return trail forms a loop with each of the descending trails, providing a wide variety of riding options.

#### 3.2.2 Descent 1

Descent one is a short trail with a variety of timber features installed. Features will be installed side-by-side, providing a beginner and intermediate option of each feature. Features on this trail will include;

- A-frame roll-overs (300mm height beginner, 900mm height intermediate)
- Timber balance beams (200mm width beginner, 100mm width intermediate)
- Timber drop features (beginner roll down, 300mm height intermediate, 600mm advanced option)

### 3.3 Descent 2

Descent one is a short trail with a variety of rock features installed. Features will be installed side-by-side, providing a beginner and intermediate option of each feature. Features on this trail will include;

- Rock roll over feature
- Rock garden feature
- Rock drop feature (beginner roll down, 300mm height intermediate, 600mm advanced option)

### 3.4 Descent 3

Loop Length- 450m

Descent one is a short trail with a variety of jump and berm features installed. Features will be installed side-by-side, providing a beginner and intermediate option of each feature. Features on this trail will include;

- Beginner table top jumps (600mm height)
- Intermediate table top jumps (1200mm height)



## 5 Construction Methodologies

### 5.1 Skills Park

#### 5.1.1 Base Trail

Construction of the base trails would begin with removal of all vegetation, including grass from the site. All trees above 100mm DBH (diameter at breast height) would be retained, unless specifically approved for removal. Once standing vegetation is removed, all organic matter will be excavated from the trail base. Organic material and any non-viable top soil would be removed to a depth of at least 60mm. The base of the trail would be constructed with 40-60mm aggregate, ensuring the trail is weather and flood resistant. The base trails would be approximately 1,000mm in width, with some sections (corners and around features) up to 3,000mm in width.

The trails would be surfaced with a finer (~20mm) gravel/aggregate, providing a firm, smooth riding surface. The finished surface would be groomed and compacted.

All excavation and base shaping works would be compliant with the planning code E4, that being;

- 1) More than 1.5m from boundary
- 2) Not within a water course
- 3) More than 1m from road
- 4) Slope batter of less than 25%

#### 5.1.2 Trail features

Trail features would consist of the following elements;

##### **Dirt features**

- Berms (banked corners)
- Table top jumps
- Rollers

All dirt features would be developed to a maximum height of 1200mm from the base site level.





LEGEND

A

 - Timber A-Frame Roll-Over

B

 - Timber Balance Beams

C

 - Timber Drop

D

 - Rock Roll-Over

E

 - Rock Garden

F

 - Rock Step

G

 - Start Mound Area

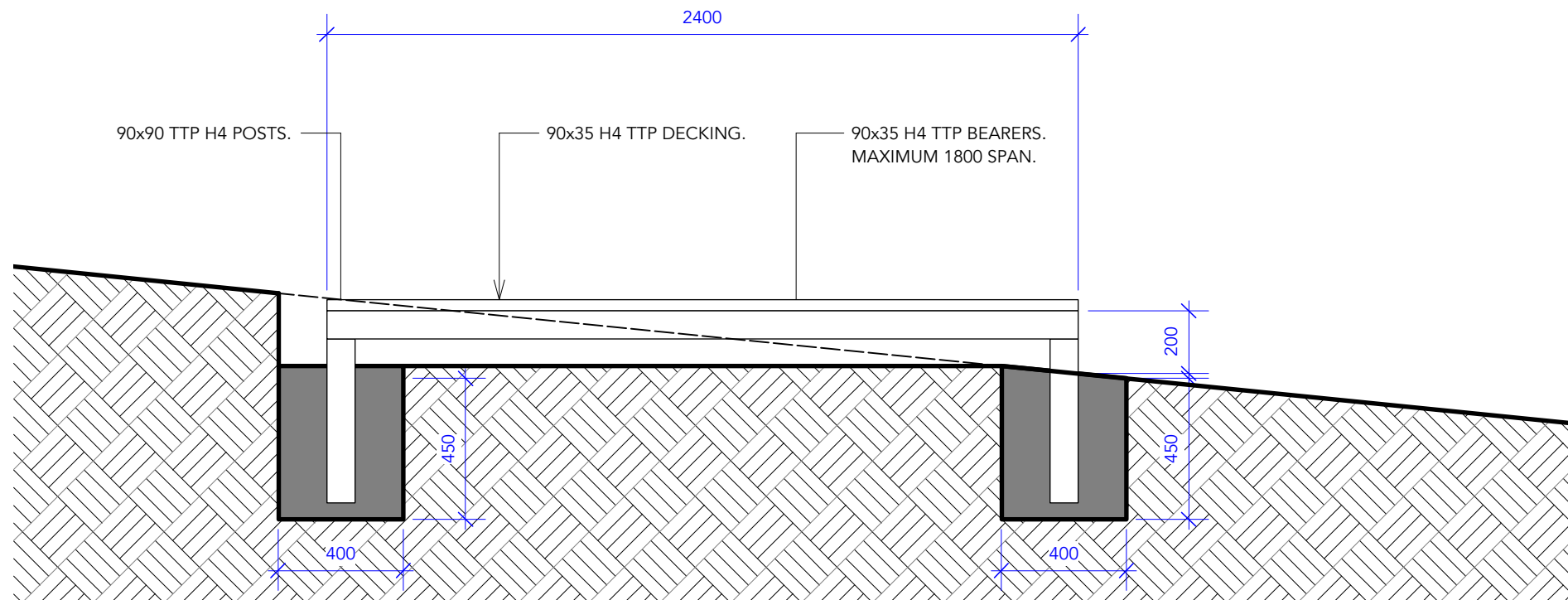
H

 - Intermediate Table Top

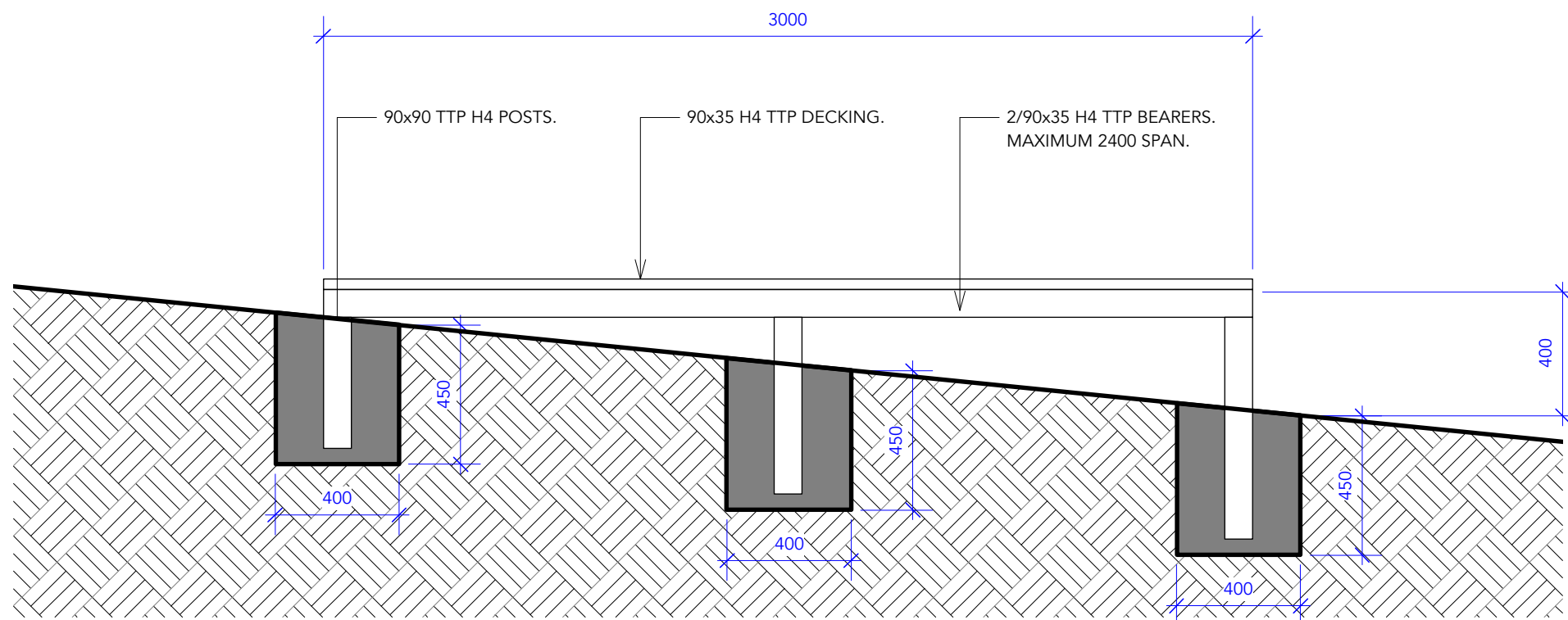
I

 - Beginner Table Top

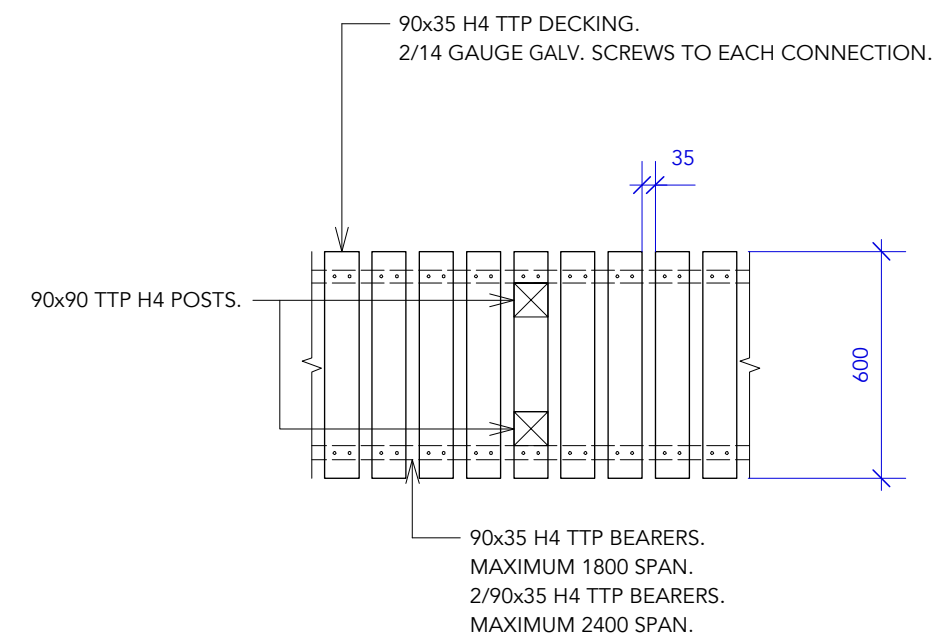




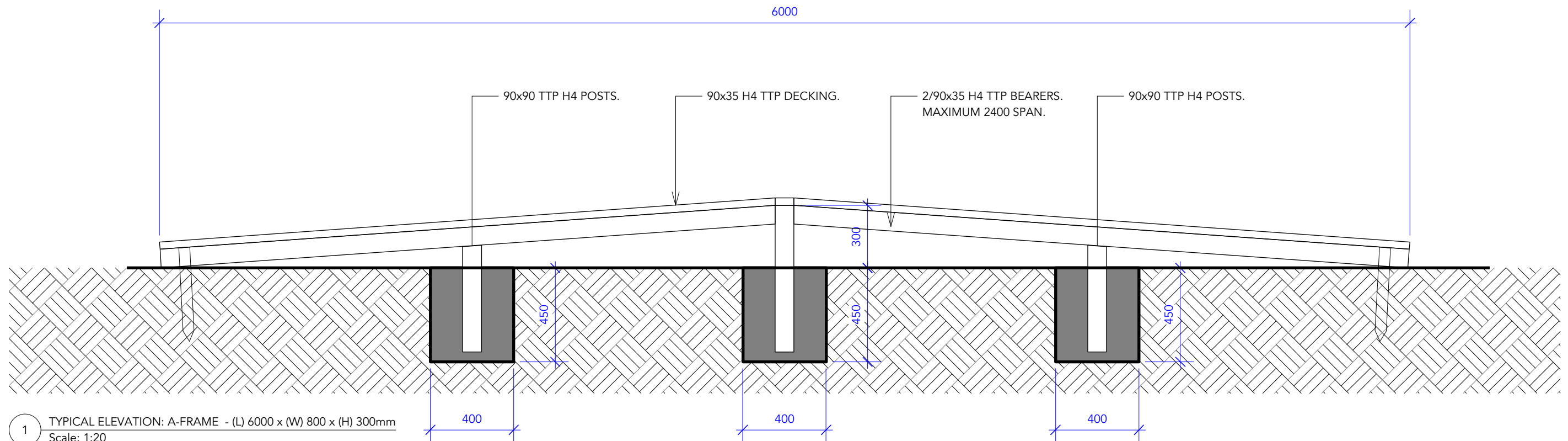
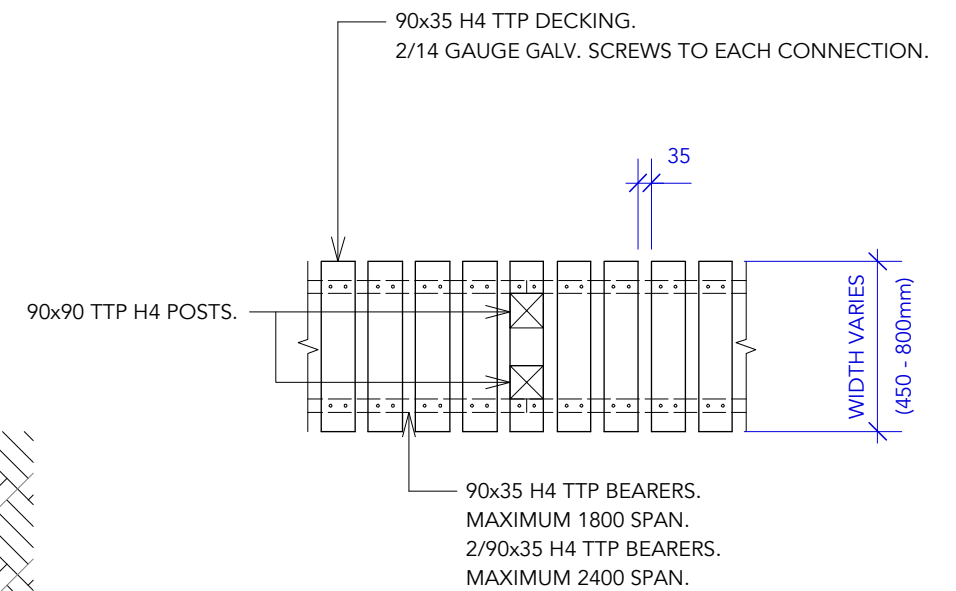
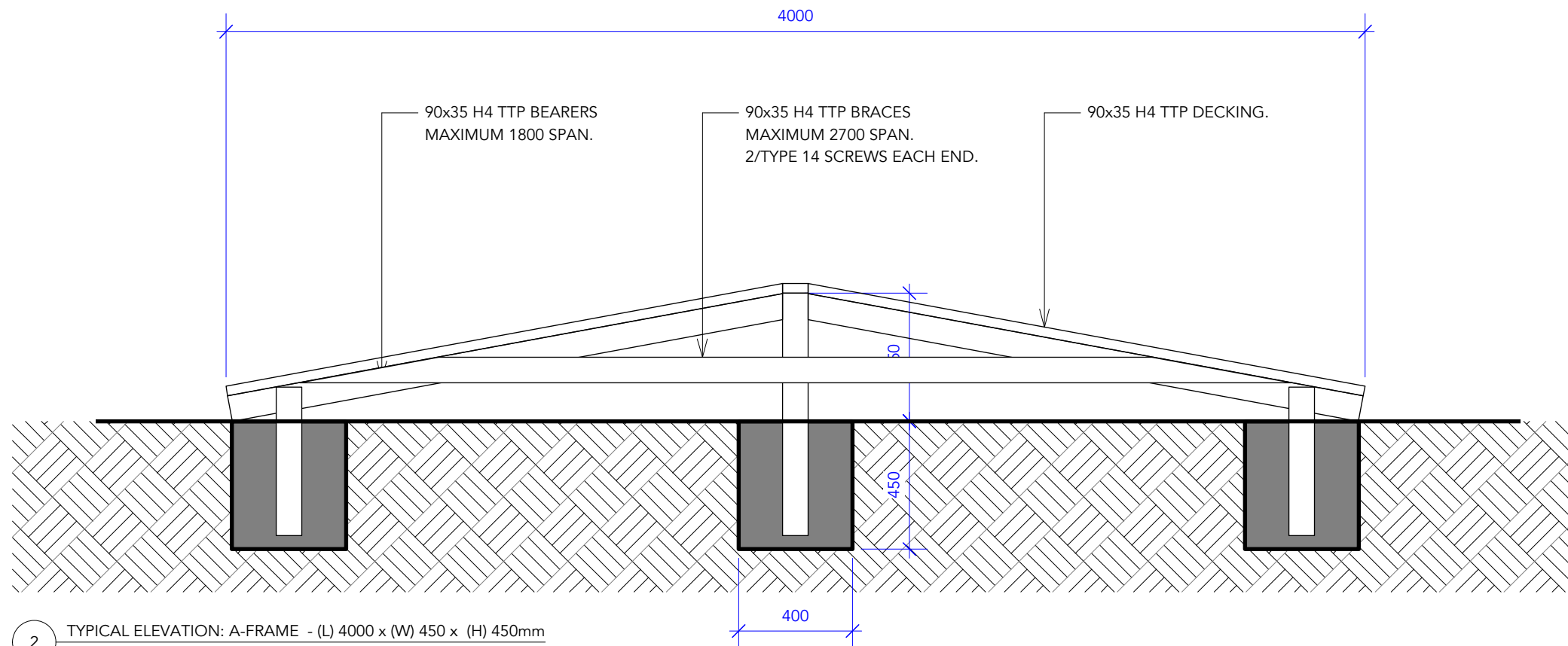
2 DETAIL ELEVATION: DROP-OFF - (L) 1200 x (W) 600 x (H) 200mm  
Scale: 1:20

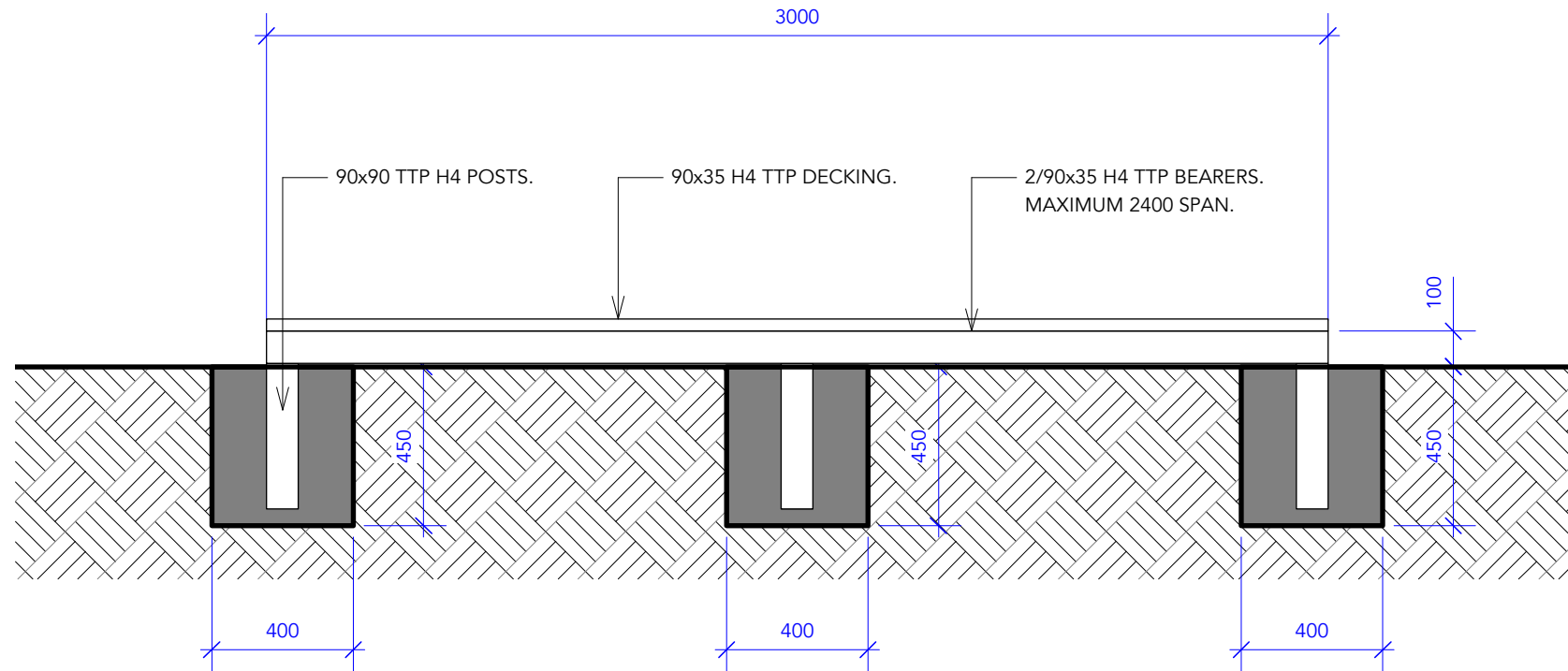


1 DETAIL ELEVATION: DROP-OFF - (L) 3000 x (W) 600 x (H) 400mm  
Scale: 1:20

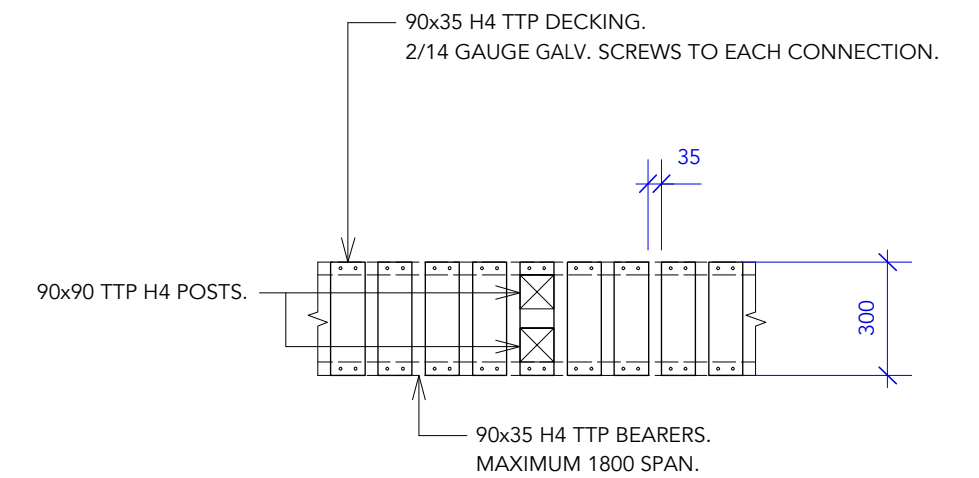


3 TYPICAL PLAN: DROP-OFF  
Scale: 1:20

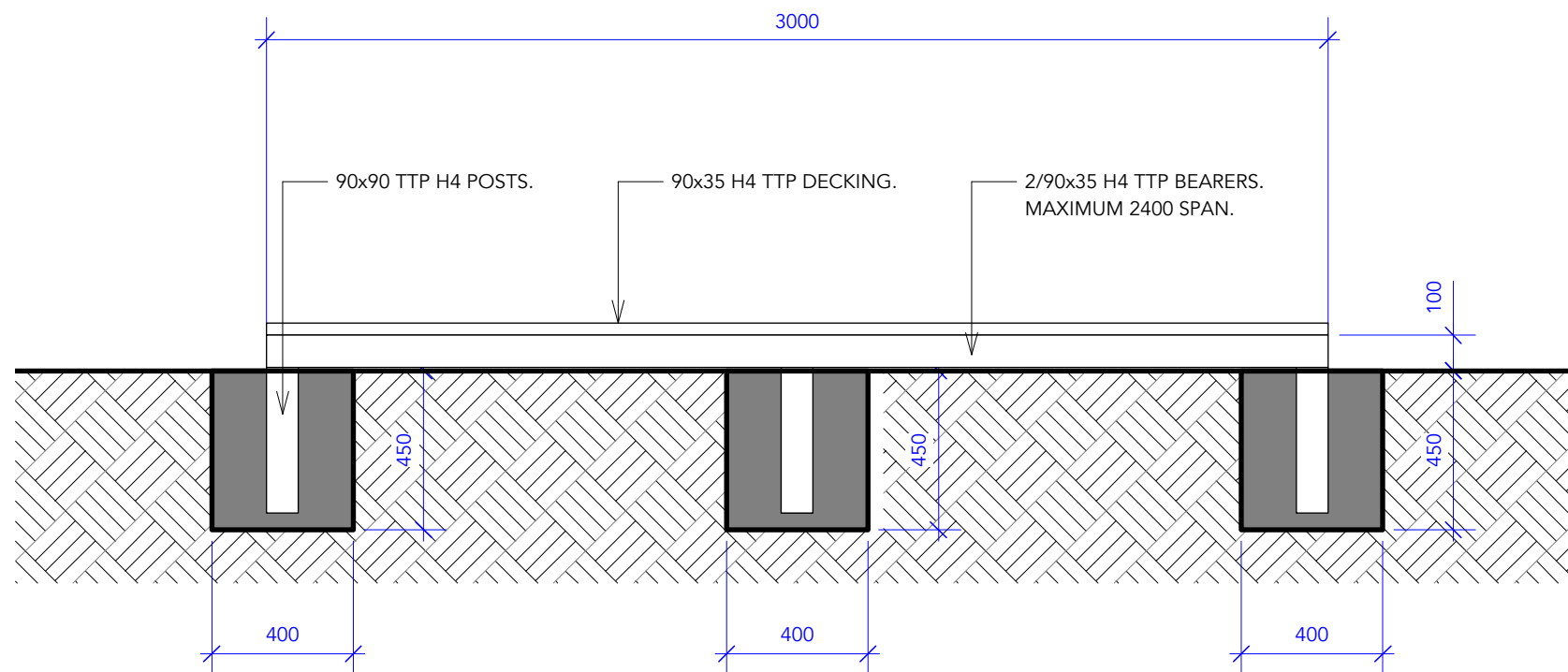




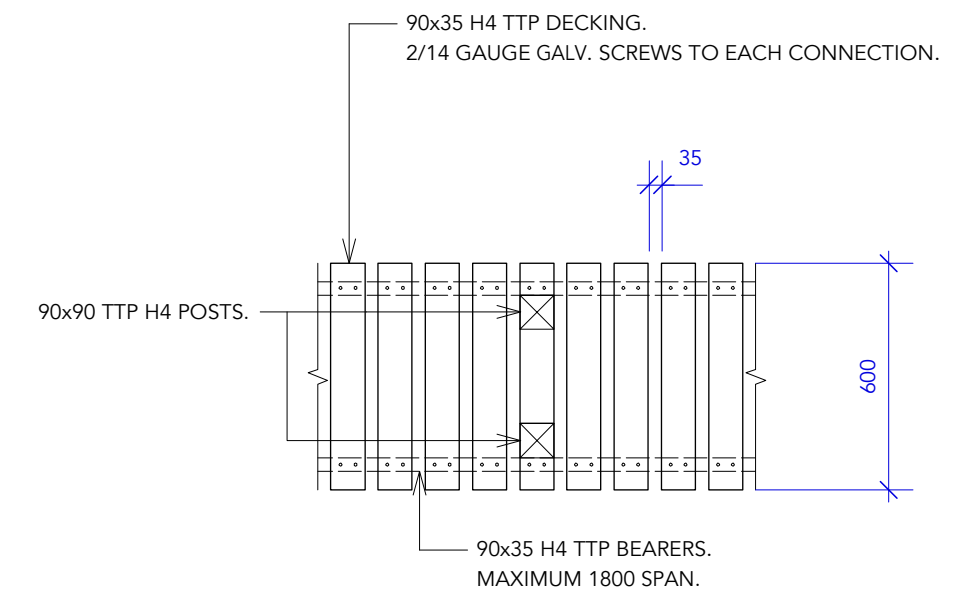
2 TYPICAL ELEVATION: BALANCE BEAM - (L) 3000 x (W) 300 x (H) 100m  
Scale: 1:20



3 TYPICAL PLAN: BALANCE BEAM (300MM WIDTH)  
Scale: 1:20



1 TYPICAL ELEVATION: BALANCE BEAM - (L) 3000 x (W) 600 x (H) 100m  
Scale: 1:20



4 TYPICAL PLAN: BALANCE BEAM (600MM WIDTH)  
Scale: 1:20

## Rock features

- Rock paving
- Small stair/drop features

All rock features will be developed to a maximum height of 600mm from the base site level.

## Timber features

- Balance beams
- Timber A frame roll overs
- Timber drop features

Timber feature standard designs can be found in the design plan drawings.

All timber features would be constructed as non-structural trail features.

## 5.2 Advanced Pump Track

### 5.2.1 Base preparation

All organic material (including grass) would be excavated from the site. This organic material would be removed from the site and deposited appropriately. The base would be prepared as a firm, dry and compact soil pad. Any drainage issues would be managed during the base preparation phase.

### 5.2.2 Base construction

The facility base would be constructed using a clay-based clean fill material. The material would be layer compacted during construction in 200mm layers. Each layer would be extensively compacted with a large (5t+) excavator.

The base of the facility would be designed to avoid the need for active drainage measures such as piping, and would instead rely on passive drainage measures.

The maximum rideable height of the base facility would be 1,500mm, with the average rideable height to be approximately 1,200mm.

All edge batters would be trimmed and filled to a maximum of 50% gradient to aid in safety and ongoing maintenance.

All excavation and base shaping works would be compliant with the planning code E4, that being;

- 1) More than 1.5m from boundary
- 2) Not within a water course
- 3) More than 1m from road
- 4) Slope batter of less than 25%

### 5.2.3 Surfacing

#### 5.2.3.1 Sub-surface

The facility subsurface would be installed using a layer of class 3 gravel material, which would be installed to a layer depth of approximately 100mm pre-compaction. The subsurface layer would be hand shaped, before being extensively compacted with a vibrating plate. This sub surface layer would be flow-tested to ensure the track has high standards of rideability.

#### 5.2.3.2 Surface

The final facility would be surfaced with an asphalt material. Based on the agreed scope, this material will be supplied by a third-party associate of the Lions Club, with *Dirt Art* to provide assistance laying, shaping and compacting the material.

*Dirt Art* suggest budgeting allows for asphalt to coat the entire riding surfaces, plus the flat top crown of features. Backside batters will be treated with compacted clay and are recommended for re-turfing with grass (external to the current contract).

## 5.3 Beginner Pump Track

### 5.3.1 Base preparation

All organic material (including grass) would be excavated from the site. This organic material would be removed from the site and deposited appropriately. The base would be prepared as a firm, dry and compact soil pad. Any drainage issues would be managed during the base preparation phase.

### 5.3.2 Base construction

The facility base would be constructed using a clay-based clean fill material. The material would be layer compacted during construction in 200mm layers. Each layer would be extensively compacted with a large (5t+) excavator.

The base of the facility would be designed to avoid the need for active drainage measures such as piping, and would instead rely on passive drainage measures.

The maximum rideable height of the base facility would be 900mm, with the average rideable height to be approximately 600mm.

All edge batters would be trimmed and filled to a maximum of 25% gradient to aid in safety and ongoing maintenance.

All excavation and base shaping works would be compliant with the planning code E4, that being;

- 1) More than 1.5m from boundary
- 2) Not within a water course
- 3) More than 1m from road
- 4) Slope batter of less than 25%

#### 5.3.3 Sub-surfacing

The Beginner Pump Track will have a subsurface of class 3 (or similar) gravel-based material, with a pre-compaction depth of approximately 50mm. The subsurface material will be shaped by hand, and extensively compacted with a vibrating plate.

#### 5.3.4 Surfacing

The facility will be surfaced with a -20mm clay-based gravel or granitic sand. The finished surface would be approximately 50mm in pre-compaction depth. The surface will be hand shaped and compacted with a vibrating plate.

### 5.4 Connecting Pathways

#### 5.4.1 Overview

Connecting pathways would be developed to an average width of 1,500mm. Pathways would be gravel surfaced, with methodology as below.

#### 5.4.2 Pathway base

All pathways would utilise a coarse base of 40-60mm gravel. This base will be spread to a pre-compaction depth of approximately 60mm. Once spread, pathways will be hand groomed before being roller compacted by a twin drum roller.



All excavation and base shaping works would be compliant with the planning code E4, that being;

- 1) More than 1.5m from boundary
- 2) Not within a water course
- 3) More than 1m from road
- 4) Slope batter of less than 25%

#### 5.4.3 Pathway surface

All pathways will be surfaced with a -20mm clay-based gravel or granitic sand. The finished surface would be approximately 50mm in pre-compaction depth. The surface will be hand shaped and compacted with a twin drum roller.

## Appendix One- Environmental Management Plan

# Construction Environmental Management Plan (CEMP)

Project- Ulverstone Bike Park Project

Location- Ulverstone, Tasmania

August 2018

Report Version- 1A



## Table of Contents


1	Document Control .....	4
2	Company environmental policy .....	5
3	Statement of commitment.....	7
4	Summary of site and surrounding area.....	9
5	Proposed activities summary .....	10
5.1	Overview of activities .....	10
5.2	Project summary .....	10
5.3	Trail construction summary .....	11
5.4	Proposed trail design methodology .....	11
5.5	Proposed construction methodology.....	12
6	Environmental risks and controls.....	23
6.1	Overview .....	23
6.2	Flora damage/disturbance risks and controls .....	24
6.3	Fauna disturbance risks and controls.....	26
6.4	Fire risks and controls .....	27
6.5	Erosion and sediment risks and controls.....	28
6.6	Ground water management .....	30
6.7	Weeds and pests risks and controls .....	31
6.8	Chemical spill/contamination risks and controls .....	32
6.9	Noise and vibration risks and controls .....	33
6.10	Waste management risks and controls.....	34
6.11	Staff, volunteer and contractor management.....	35
6.12	Cultural heritage disturbance risks and controls.....	36
7	Staff agreement.....	37

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

8	Contractor agreement.....	38
9	Glossary of key terms .....	39
10	Related policies.....	42
10.1	Flora and fauna management .....	42
10.2	Surface water and spoil management .....	45
10.3	Noise and vibration management.....	48
10.4	Waste management .....	51
10.5	Chemicals management .....	54
10.6	Contractor management.....	57
10.7	Legislative change management .....	59
10.8	Roles, responsibilities and accountabilities.....	60
10.9	Training, competency and awareness.....	62

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 1 Document Control

Document version	Date	Revised by	Signed
<b>DRAFT 1A</b>	20th August 2018	Simon French (Managing Director)	

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> <b>DRAFT 1A</b>
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 2 Company environmental policy

### Aim

*Dirt Art* is committed to conducting business in an environmentally aware and responsible manner. *Dirt Art* seeks the co-operation of company management, employees, contractors and project partners in ensuring that organisational practices are conducted with the most minimal environmental impact.

### Objective

To work with employees, contractors and project partners to deliver project outcomes that limit environmental impacts, and where possible provide a net environmental benefit.

### Policy

*Dirt Art* will work proactively to minimise impact on the following:

- Atmospheric emissions
- Site contamination and spills
- Noise Emission and Vibration impacts
- Damage and/or disruption to flora and fauna
- Storm water, erosion and sediment management
- Unnecessary energy consumption

To fulfil this commitment, *Dirt Art* will observe all environment laws and promote environmental awareness among all staff and contractors to increase understanding of environmental matters.

*Dirt Art* will actively take part in the following:

- Comprehensive planning to limit project environmental impacts
- Limit flora and fauna disturbance across all projects
- Assess Eco-footprint to identify environmental impacts and move towards more sustainable practices
- Identify waste streams and options for effective waste management

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

- Improve purchasing (buy recycled materials, reduce waste, use less harmful/volatile chemicals)
- Improve storage (reduce quantity, waste and spills, Reduce odours by keeping containers closed)
- Conserve energy (eco-friendly lights, turn lights off, emergency efficient equipment, greener fuel sources –such as LPG and methane).
- Conserve water (install water saving accessories, repair leaks)
- Preserve water ways (clearly mark and protect storm water drains)
- Emergency planning and spill response
- Seek appropriate licenses/permits from State Environmental Protection Agencies and other relevant Authorities.
- Improve education/awareness
- Notify relevant authority in the event of a major environmental impact.

Managing Director:  Date: 20<sup>th</sup> August 2018

#### References

EPA Victoria – ECO footprint – Managing Impact on the Environment  
EPA Victoria – Sustainable Business and Industry

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA



### 3 Statement of commitment

*Dirt Art* recognises its moral and legal responsibility to minimise damage to the environment caused by work activities and practices. This commitment extends to ensuring that operations do not unnecessarily endanger flora, fauna, sensitive areas, sites of heritage importance or present concerns to members of the public and community.

The objective of this EMP is to actively work towards elimination and reduction of negative affects to the environment by ensuring environmental impacts are incorporated into all levels of the organisation, from planning to project delivery, and utilising best practice techniques wherever possible.

#### Responsibilities

Management are committed to:

- Integrating EMP into all aspects of *Dirt Art* operations
- Compliance with all relevant legislative requirements and co-operation with Regulatory bodies.
- Implement measurable targets to ensure continued improvement reflected in accountability/key performance indicators at all levels.
- Consultation with employees and other parties to improve decision-making on environmental matters.
- Identification of environmental issues, assessment of risks and implementation of best practice controls to limit negative impacts to the environment
- Development, implementation and review of written work procedures
- Distribution and communication of information and work procedures
- Training and supervision to employees, contractors, clients and visitors to ensure EMP and written procedures to minimise environmental impacts are followed.
- Review and assessment of the EMP, including persons who are responsible for the management, update and review of EMP

Employees and contractors are expected to:

- Take reasonable care, and consideration, of environmental impacts while at work;
- Co-operate with *Dirt Art* to enable compliance with legal obligations

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

- Participate in consultative arrangements in relation to environmental matters
- Assist management to meet environmental targets/key performance indicators



Managing Director: \_\_\_\_\_ Date: **20th August 2018**

Project: Ulverstone Bike Park	Author: Simon French
Title: CEMP Tudor Park	Approval: Simon French
Document#: 61EMP	Version: <b>DRAFT 1A</b>
Issue Date: 20 <sup>th</sup> August 2018	Revision Date: NA

## 4 Summary of site and surrounding area

The project site is located in an urban parkland in Ulverstone, Tasmania.

The site is a mixture of lightly forested areas and open grasslands.

Site topography is generally essentially flat, with less than 5% slope across the project area.

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 5 Proposed activities summary

### 5.1 Overview of activities

This project involves the construction of 0.5km (approx.) of gravel surfaced mountain bike trails with skills features, a small beginner pump track, a larger advanced asphalt pump track, and a small dirt jump section.

### 5.2 Project summary

WORK ELEMENTS	DESCRIPTION
Name of Project	Ulverstone Bike Park Project
Duration of Project	1 month (approx.)
Operating hours at site (indicate am, pm)	7:00am-4:00pm Monday-Friday (outside hours by agreement)
Water table depth	Unknown
Geotechnical sampling results (if applicable)	Not applicable
Chemicals, fuels, volume and storages	As per project plans

Project: Ulverstone Bike Park	Author: Simon French
Title: CEMP Tudor Park	Approval: Simon French
Document#: 61EMP	Version: <b>DRAFT 1A</b>
Issue Date: 20 <sup>th</sup> August 2018	Revision Date: NA

### 5.3 Trail construction summary

Trail difficulty grading	Various
Trail users	Mountain bike and BMX
Construction methodology	Excavator, some hand construction
Tread width	1000-1500mm
Trail features	Natural trail features where possible. Some built trail features
Bridges/platforms	See standard drawings appendix one.

### 5.4 Proposed trail design methodology

All trails have been designed by *Dirt Art*. Construction will occur as per this document.

Project: Ulverstone Bike Park	Author: Simon French
Title: CEMP Tudor Park	Approval: Simon French
Document#: 61EMP	Version: <b>DRAFT 1A</b>
Issue Date: 20 <sup>th</sup> August 2018	Revision Date: NA

## 5.5 Proposed construction methodology

### Overview

*Dirt Art* propose to resource the project with a single construction team, with each team consisting of; Team Leader/Excavator Operator and a single Trail Crew/Labourer. The team proposed for this project have significant cross country mountain bike trail construction experience, including extensive experience in local conditions. The objective of the team would be to construct a truly world-class trail, minimising environmental impacts while delivering a safe, sustainable, engaging and exciting trail for all trail users.

### Final design

The final trail alignment would be flagged with surveying tape and pin flags at a minimum of 3-5 metre intervals.

### Vegetation clearance

Limited vegetation clearance will be required. No tree larger than 200mm diameter at breast height will be removed.




### Bench cut

*Dirt Art* intend to complete all bulk trail excavation works with a rubber-tracked mini excavator. *Dirt Art* utilise Kubota U17-3 (1.7t) and Kubota U25- S (2.5t) excavators as they have proven to be the most reliable, safe and manoeuvrable excavators on the market. The machines would be fitted with a tilt hitch head to allow for optimum trail shaping and edge battering work. During construction of wider trails (1500mm>) it is proposed that larger (3.5-5.5t) excavators will be utilised.

A full bench cut is the intended and preferred benching approach, though it is acknowledged that this is not always a viable approach, particularly in areas containing bed rock and/or tree roots. Partial bench construction may be used in areas where a full bench cut is not possible/viable, and where required would be supported with a low side stone wall and applicable trail anchors. Partial benched areas would be extensively excavator compacted using both bucket and track rolling compaction methodologies.

Viable excess soil material will be used to create a three-dimensional trail tread (rollers, berms etc.), with non-viable soil (including humus and top soil) from the trail bench to be passively dispersed and naturalised at the low side of the trail bench. Top soil may also be utilised on top side batters to aid with revegetation.

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

Full bench construction (Image courtesy IMBA)	Part bench construction (unsupported and supported edge) (Image courtesy IMBA)
	<div data-bbox="969 325 1473 804">  <p data-bbox="1032 826 1368 911"><b>Half bench:</b> Relatively easy to construct, but fill soil may collapse and creep down slope, requiring excessive maintenance.</p> </div> <div data-bbox="1480 421 1888 842">  <p data-bbox="1509 826 1861 911"><b>Partial bench with retaining wall:</b> In some cases, tread must be supported by a retaining wall. Wall holds fill soil in place and tread is out-sloped over top of wall.</p> </div>

Project: Ulverstone Bike Park	Author: Simon French
Title: CEMP Tudor Park	Approval: Simon French
Document#: 61EMP	Version: <b>DRAFT 1A</b>
Issue Date: 20 <sup>th</sup> August 2018	Revision Date: NA

## Edge battering

The top-side edge of all trails would be battered to a target maximum gradient of 50-70%, with a preferred slope at the lower end of this range. This edge battering increases the rideable area of trail tread, while also ensuring the long-term integrity of the trail batter. During machine construction a tilt head attachment assists greatly with this battering process.

Edge batter treatments would be implemented as per the project scope, as required.

Figure 6.3- Edge battering (Image courtesy IMBA)



<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA



## Rolling contour construction

All trails would be built in a rolling contour style, utilising frequent, large/meaningful grade reversals. This style of construction provides a free-flowing trail experience for mountain bike riders with optimal passive drainage at regular intervals. The rolling contour style of trail would provide meaningful grade reversals rather than smaller nicks or water bars.

Grade reversals will be installed at the entry and exit to any waterway crossing to reduce the risk of sediment flow into waterways.



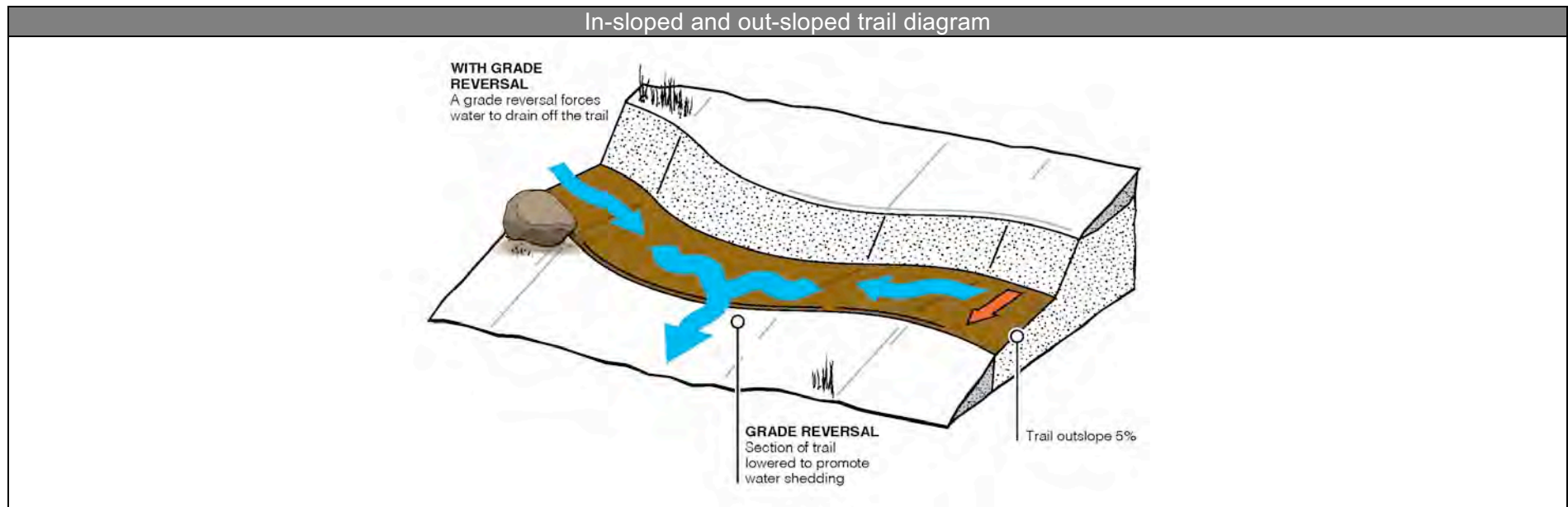
<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> <b>DRAFT 1A</b>
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## In sloping and out-sloping

A rolling contour style of construction allows for much of the trail tread to be developed in a subtly in-sloping fashion. In-sloped trails provide greater rider confidence, improved trail edge stability and increase trail flow. When utilising an in-sloping style of trail, short, frequent out-sloping areas would be installed at the low points of the trail.

Out sloping areas would feature a minimum out-slope of 3-5%, and would provide free draining potential for a minimum of 3000mm below the trail tread.

An in-slope/out-slope rolling contour construction approach dramatically reduces ongoing maintenance demands, by reducing the area of drainage that needs to be re-profiled through normal wear and tear. Rather than re-profiling long sections of trail to reinstate drainage, only short sections of low area trail would require maintenance.



<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> <b>DRAFT 1A</b>
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## Chokes and anchors

Chokes and anchors would be used subtly on the outside aspects of trails, particularly on corners to prevent corner cutting and trail 'braiding'. Rocks and chokes would not restrict the rider's ability to safely lean into trail sections, and would not be placed where they are likely to catch pedals or derailleurs. Chokes and anchors would be rock where possible, and where timber is used no sharp edges should remain that may pose a safety risk to riders.

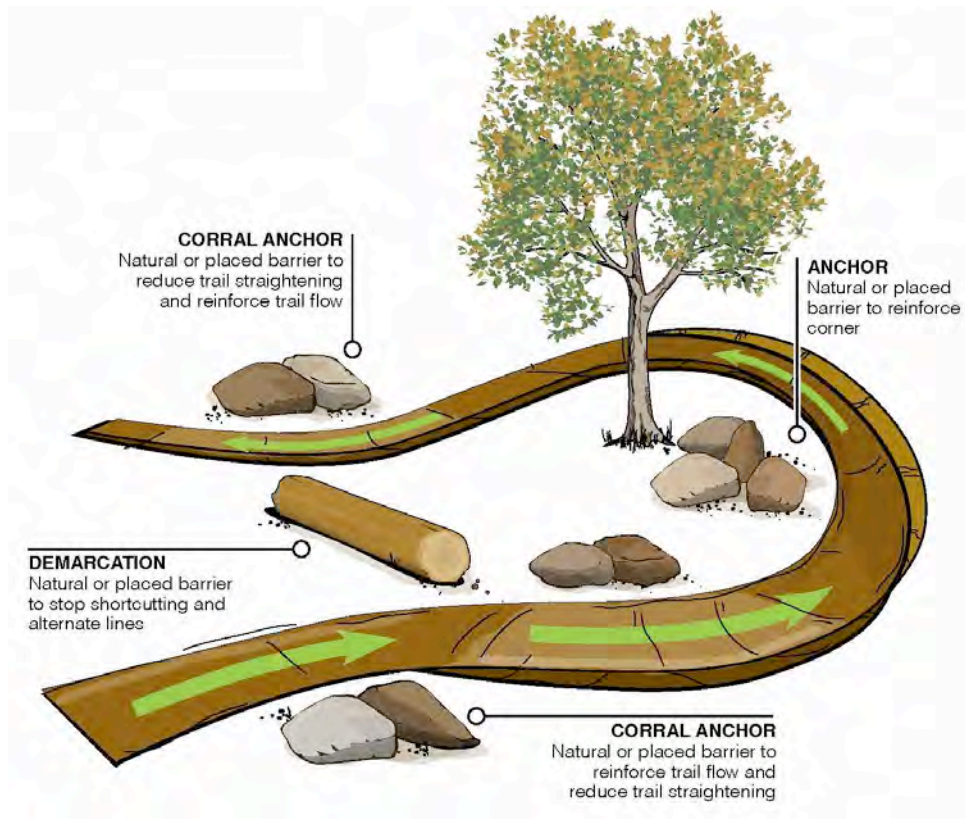
Chokes and anchors would in the majority of cases not be used to slow/calm the trail, instead grade reversals should be utilised. In *Dirt Art's* experience chokes and anchors used to slow/calm the trail typically result in hard braking and reduced trail flow, increasing trail wear and associated environmental impacts. Final trail design efforts would attempt were possible to calm trail speeds through effective grade reversals rather than relying on chokes/anchors to reduce user speeds.

All anchors and chokes would be installed as per the specification provided in the project scope and related documentation.

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA



Trail anchor diagram



<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## Drainage

Effective drainage throughout the trail network would be achieved through the use of a rolling contour style of trail, featuring frequent grade reversals. Pipes and culverts would be utilised in various sections of the trail network both to mitigate high water flow, and to allow the required in-sloping construction technique such as in larger banked corners (berms).

Sediment run off would be managed in a range of ways, primarily through immediate compaction and through the use of frequent grade reversals. Silt traps and related measures would be installed as required and as per the project scope and/or at the direction of the principal.

Further drainage and sediment control information can be found in the sediment controls section of this report.

## Compaction

All trail surfaces would be effectively groomed and compacted both by excavator and by hand during construction. Sections of trail would be compacted and groomed immediately post excavator construction to minimise the risk of sediment run-off into surrounding bush land and water courses.

No trail section longer than 50 metres would be left uncompacted at any one time, with this length to be shortened in periods of wet weather.

## Rock armouring

Rock armouring will be installed in areas prone to water flow and/or standing/seeping water. When installing rock armouring larger, flat edge rocks would be used where possible- rock of a 'toaster to microwave' size would be the target rock size. Where smaller rock is prevalent, the beginning and end row of each rock armoured section should be composed of the largest rocks available, using a flag stone construction approach. Where smaller, flat rocks are prevalent, a 'pitching' style of armouring should be utilised.

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> <b>DRAFT 1A</b>
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

Rock armouring example image- Hornsby, NSW



<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> <b>DRAFT 1A</b>
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## Hand grooming

The proposed crew/teams structure for this project includes two trail crew/labourers following the excavator. These two staff would work extensively to groom the trail surface, adjust drainage, shape berms rollers and jumps and to complete rock armouring works as required.

Hand grooming works include but are not limited to; surface shaping, drainage/low area shaping, surface raking, shaping of dirt trail features, edge battering, rock work, vegetation pruning and naturalisation.

## Naturalisation

All completed trail sections would be effectively naturalised. Naturalisation utilises older organic materials to return the trail verges to a more 'natural looking' state.

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> <b>DRAFT 1A</b>
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA



Naturalisation example image (Blue Mountains, NSW)



<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> <b>DRAFT 1A</b>
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA



## 6 Environmental risks and controls

### 6.1 Overview

A number of potential environmental risks have been identified, with associated proposed controls detailed.

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 6.2 Flora damage/disturbance risks and controls

FACTOR	RISK ASSESSMENT OUTCOME				CONTROL MEASURES SUMMARY
	Extreme	High	Moderate	Low	
Removal of flora			✓	✓	<ol style="list-style-type: none"> <li>1. <i>Dirt Art</i> will design and flag the final trail alignment, avoiding obvious impacts upon significant flora/fauna.</li> <li>2. <i>Dirt Art</i> team member to conduct an immediate (prior to construction) pre-clearance inspection on each section of trail. This inspection will target; rare/protected flora and fauna habitats (including; logs, rocks, leaf litter, and fallen timber). Any fauna located is to be removed to an adjacent habitat</li> <li>3. No native tree species with a trunk diameter of &gt;200mm to be removed</li> <li>4. Flora only to be removed on trail corridor</li> <li>5. Flora to be cleared to a maximum of 20 metres ahead of excavator/construction team to mitigate risk of forced alignment change clearing flora unnecessarily</li> </ol>
Damage to tree root integrity			✓	✓	<ol style="list-style-type: none"> <li>1. Drip zones to be avoided for all mature trees where possible</li> <li>2. Where tree roots are unavoidable trail to be constructed up and over tree roots using extensive soil or rock armouring</li> </ol>
General vegetation disturbance			✓	✓	<ol style="list-style-type: none"> <li>1. Varying routes to be utilised when off-trail access required for vegetation spoil dispersal and/or rock harvesting</li> <li>2. Works to remain within the trail tread area whenever possible to avoid unnecessary peripheral disturbance</li> <li>3. Care to be taken when operating machinery around vegetation to avoid strike damage</li> <li>4. Vegetation pruning to be limited to that required to establish a safe trail, within the specifications of the contract</li> </ol>

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

- ✓ Pre- control risk
- ✓ Post- control risk

Project: Ulverstone Bike Park	Author: Simon French
Title: CEMP Tudor Park	Approval: Simon French
Document#: 61EMP	Version: <b>DRAFT 1A</b>
Issue Date: 20 <sup>th</sup> August 2018	Revision Date: NA

### 6.3 Fauna disturbance risks and controls

FACTOR	RISK ASSESSMENT OUTCOME				CONTROL MEASURES SUMMARY
	Extreme	High	Moderate	Low	
Disturbance to fauna habitats			✓	✓	1. Final trail alignment to avoid all noted fauna habitats wherever possible 2. Final agreed trail alignment be followed at all times 3. Work to be paused and principal to be notified in the event of any unexpected habitat disturbance 4. Rocks not to be harvested off alignment where noted as actual or likely animal nests/burrows
Removal of fauna habitat trees			✓	✓	1. Hollow/habitat trees to be retained where possible.
Fauna entrapment in excavation			✓	✓	1. No open excavation to be left on site overnight 2. All open excavations to be filled immediately, or fenced if left beyond immediate filling

✓ Pre- control risk

✓ Post- control risk

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 6.4 Fire risks and controls

FACTOR	RISK ASSESSMENT OUTCOME				CONTROL MEASURES SUMMARY
	Extreme	High	Moderate	Low	

Risk of works teams igniting fire		✓		✓	1. Work that may risk the ignition of a fire is to be ceased on fire ban days or at the discretion/direction of the principal 2. No smoking on the work site 3. No fires in the work place 4. Spark arrestors to be fitted to all excavators/machinery 5. Charged fire extinguishers to be fitted to all excavators and checked in daily checks 6. Fire rakes (rakehoes) to be within 50m of each construction team at all times 7. Reliable communications to be maintained on site at all times (satellite phone where required) 8. All fuel stored on site to be in a secure bund, with fuel storage to be minimised where possible 9. Re-fuelling of equipment and machinery to be completed in the early mornings where possible 10. Machinery (chainsaws, brushcutters etc.) not to be placed on the ground where long grass exists following use
-----------------------------------	--	---	--	---	--



Pre- control risk



Post- control risk

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 6.5 Erosion and sediment risks and controls

FACTOR	RISK ASSESSMENT OUTCOME				CONTROL MEASURES SUMMARY
	Extreme	High	Moderate	Low	
Soil/sediment washing/dispersing into creeks and catchments			✓	✓	<p>1. All drainage/sediment treatments to be completed as per guidelines detailed in; "Managing Urban Stormwater: Soils and Construction" (4th Edition Landcom, 2004).</p> <p>2. Trail tread/surface to be compacted incrementally during construction- no section longer than 50m to be left un-compacted</p> <p>3. Trail naturalisation/rehabilitation to be completed incrementally with each section to be appropriately naturalised/rehabilitated as per agreed rehabilitation/revegetation plan (attached). No section longer than 100m to be left without rehabilitation</p> <p>2. Top side batters to be hand finished with a target maximum 70% slope. A 50% slope is to be targeted where viable/possible.</p> <p>3. Rock armouring to be implemented where moderate-high volumes of cross-surface water flow or seepage is likely, at the approval from the principal</p> <p>4. Silt fencing and/or hay bales to be installed in areas where moderate-high volumes of cross-surface water flow or seepage is likely</p> <p>5. Silt and sediment control measures to be removed incrementally as each section of trail is completed, including the completion of all compaction, surface grooming and rehabilitation/naturalisation</p> <p>6. Rolling contour style of trail to be developed with grade reversals every &lt;10m, ensuring no concentrated/high velocity water flows across the trail tread</p> <p>7. Grade reversals/drainage measures to be installed at the entry and exit to each creek crossing to limit water flow onto and into the water course</p> <p>8. Silt fencing to be installed at the low side of each creek/wet crossing</p> <p>9. All silt fencing to be inspected daily and post any wet weather event</p> <p>10. Work to be ceased if wet weather poses a risk for sediment/run-off during construction</p>

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

					11. Soil stockpiles not to be used unless strictly required 12. No vegetation or non-viable soil (spoils) to be moved or dispersed into a waterway, wet area or area with potential for high-volume water flow
Trail wear/erosion upon opening/use			✓	✓	1. Installation of frequent grade reversals to reduce rider speed and limit water flow on the trail tread 2. Use of the IMBA 'half rule' restricting trail gradient to no greater than half the slope of the hill 3. Limiting average trail gradient to less than 10% (target 3-5% maximum average for any trail section) 4. Rock armouring is to be installed in steep and/or high-wear trail sections, at the agreement and/or direction of the principal
Damage to water quality through chemical spill and related incidents			✓	✓	1. All machinery to be refuelled as per safe operating procedures 2. All machinery and equipment to be in good operating condition, with no leaks. Spill kits to be available on site at all times 3. All staff to be trained in the correct use of spill kits 4. All run off from cleaning of brushes, tools, equipment etc is to be contained and removed from site. 5. All on site fuel to be stored in a secure bund, away from waterways

✓ Pre- control risk

✓ Post- control risk

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 6.6 Ground water management

FACTOR	RISK ASSESSMENT OUTCOME				CONTROL MEASURES SUMMARY
	Extreme	High	Moderate	Low	
Risk of ground water contamination			✓	✓	1. Ensure all machinery maintained and serviced. 2. Inspect all machinery before operation for fuel, oil or hydraulic fluid leaks. 3. Re-fuelling only as per project management controls 4. Spill kits to be maintained on site at all times 5. All staff to be trained in the use of spill kits 6. All spills to be immediately reported to the principal

✓ Pre- control risk

✓ Post- control risk

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA



## 6.7 Weeds and pests risks and controls

FACTOR	RISK ASSESSMENT OUTCOME				CONTROL MEASURES SUMMARY
	Extreme	High	Moderate	Low	
Risk of weeds brought into the site			✓	✓	1. All excavators and related machinery to be thoroughly washed before entry to the site. Machinery and equipment to have no soil and/or organic material present on entry to the site 2. All hand tools and related equipment to be thoroughly washed before entry to the site. All hand tools and related equipment to have no soil and/or organic material present on entry to the site 3. All vehicles used on the site (including mountain bikes) to be thoroughly cleaned prior to entering the site 4. Erosion and sediment to be minimised as per erosion and sediment control plans 5. All soil/gravel/related materials transported into the site to be weed free. Materials only to be brought to the site from approved supply and to be approved by the principal 6. All staff to use the hygiene station at the site entry upon each entry/exit to/from the site

✓ Pre- control risk

✓ Post- control risk

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 6.8 Chemical spill/contamination risks and controls

FACTOR	RISK ASSESSMENT OUTCOME				CONTROL MEASURES SUMMARY
	Extreme	High	Moderate	Low	
Risk of fuel spill			✓	✓	1. All fuel to be transported and stored in secure/approved containers 2. Fuel storage on site to be minimised 3. Fuel stored on site to be in a secure bund 4. All machinery and equipment to be refuelled in open, flat areas as per relevant procedures 5. Spill kit to be kept on site at all times 6. All staff to be trained in spill kit use 7. All spills to be reported to the principal
Risk of fuel/contaminant leakage from machinery/equipment			✓	✓	1. All machinery to be serviced and in good working order prior to entering the site 2. All machinery and/or equipment to be inspected daily for leaks and/or damage 3. Leaking/damaged machinery and/or equipment to be removed from service and repaired 4. No machinery and/or equipment to be serviced on site. Emergency service /repair on site not to be completed without prior approval from the principal
Risk of chemical spill			✓	✓	1. No chemicals to be stored on site
General chemicals management			✓	✓	1. Chemical use to be limited to that strictly required by the project 2. MSDS to be kept on site for all chemicals 3. All chemicals to be stored as per MSDS and site/project policies

✓ Pre- control risk

✓ Post- control risk

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 6.9 Noise and vibration risks and controls

FACTOR	RISK ASSESSMENT OUTCOME				CONTROL MEASURES SUMMARY
	Extreme	High	Moderate	Low	
Ground vibration			✓	✓	1. Excavation to be restricted to the minimum required by the project 2. Excavator size/weight to be reduced to the minimum required for the project (1.7t- 5.5t) 3. Works to be completed only during agreed work hours 4. Machinery to be turned off at idle when not in use
Airborne noise			✓	✓	1. All machinery and/or equipment use to be restricted to the minimum required by the project 2. Works to be completed only during agreed work hours (standard working day of 7am-4pm Monday to Friday, with an allowance for occasional work until 6pm) 3. Machinery to be turned off at idle when not in use

✓ Pre- control risk

✓ Post- control risk

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 6.10 Waste management risks and controls

FACTOR	RISK ASSESSMENT OUTCOME				CONTROL MEASURES SUMMARY
	Extreme	High	Moderate	Low	
General refuse and food refuse			✓	✓	1. All general and food refuse to be stored safely on the site and removed daily. This excludes steel and associated off cuts during platform construction, which would be safely stored and removed when viable to do so (via air or trail) 2. All food stuff waste to be safely stored and removed from the site daily
Flagging tape and related waste			✓	✓	1. All flagging tape and pin flags to be removed, bagged and removed from the site

✓ Pre- control risk

✓ Post- control risk

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 6.11 Staff, volunteer and contractor management

FACTOR	RISK ASSESSMENT OUTCOME				CONTROL MEASURES SUMMARY
	Extreme	High	Moderate	Low	
All staff/contractors aware of CEMP			✓	✓	1. All staff/contractors to be inducted to the site, including induction in relation to the environmental factors, issues and controls of the site 2. All staff /contractors to receive a specific EMP induction
All staff/contractors agree to abide by CEMP at all times			✓	✓	1. All staff/contractors to sign the CEMP as acknowledgement that they will abide by the project controls at all times 2. Responsibility for adherence to the CEMP to be managed by the <i>Dirt Art</i> site project manager (Operations Manager) and off site Senior Project Manager

✓ Pre- control risk

✓ Post- control risk

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 6.12 Cultural heritage disturbance risks and controls

FACTOR	RISK ASSESSMENT OUTCOME				CONTROL MEASURES SUMMARY
	Extreme	High	Moderate	Low	

Disturbance to aboriginal cultural heritage			✓	✓	1. Final trail design to locate trail away from any noted aboriginal cultural heritage 2. All known cultural heritage sites near the trail alignment to be clearly marked 3. Staff and contractors to be made aware of any known cultural heritage sites near to the trail alignment 4. Works to cease should any potential cultural heritage be found during construction. Works only to recommence at the direction of the principal
---	--	--	---	---	---

✓ Pre- control risk

✓ Post- control risk

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 7 Staff agreement

### Employee Sign-off Register

Name	Date	Signature	Notes

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 8 Contractor agreement

### Contractor Sign-off Register

Name	Date	Signature	Company	Notes

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA



## 9 Glossary of key terms

### **Act**

A law (legislation) passed and enacted by a state or territory parliament, also commonly known as an Act of Parliament. Acts are the principal pieces of law covering, in this case, environmental protection.

### **Bunding/bund**

A retaining system designed to contain the contents of a tank or chemical storage in the event of a rupture/spill or leak

### **Contractor**

A contractor is any person (other than an Dirt Art employee) or a company performing work for, or on behalf of Dirt Art

### **Decibel**

A unit used to measure the intensity of a sound or the power level of an electrical signal by comparing it with a given level on a logarithmic scale.

### **Eco-footprint**

The amount of productive land appropriated on average by each person (in the world, a country, etc) for food, water, transport, housing, waste management, and other purposes

### **Ecological**

The science of the relationships between organisms and their environments

### **Epidemiological:**

The branch of medicine, that deals with the study of the causes, distribution, and control of disease in populations.

### **Geotechnical sampling:**

Principles of soil mechanics and rock mechanics to investigate subsurface conditions and materials; determine the relevant physical/mechanical and chemical properties of these materials; evaluate stability of natural slopes and man-made soil deposits; assess risks posed by site conditions; design earthworks and structure foundations; and monitor site conditions, earthwork and foundation construction

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

**Green Waste**

Biodegradable waste that can be composed of garden or park waste, such as grass or flower cuttings and hedge trimmings, as well as domestic and commercial food waste.

**Hazard**

A hazard is a source or a situation with a potential for harm in terms of human injury or illness, damage to property, damage to the environment, or a combination of these

**HEPA Filter:**

A High Efficiency Particulate Absorbing filter is a type of high-efficiency air filter that can effectively trap pollutants.

**L<sub>A90</sub> noise levels**

Those noise levels that are exceeded for 90% of each sample period

**Material Safety Data Sheet (MSDS)**

Information containing data regarding the properties and effects of a particular substance that must be provided, by the manufacturer, supplier or importer of the hazardous substance/dangerous goods. MSDS must be current – within 5 years of the issue date and meet specific legislated format requirements.

**OEH**

Office of Environment and Heritage, NSW (The Principal)

**Particulates:**

Fine liquid or solid particles, such as dust, smoke, mist, fumes or smog, found in air or emissions.

**Regulations**

Regulations are law that is created under the authority of an Act. Regulations are subordinate to an Act and are the secondary level of law covering, in this case, environmental protection.

**Risk**

Risk is a combination of the likelihood and consequences of any incident or impact occurring.

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

**Toxicological**

The study of the nature, effects, and detection of poisons and the treatment of poisoning.

**Water table:**

Underground - the upper limit of the portion of the ground wholly saturated with water. The water table may be within a few inches of the surface or many feet below it

**Weather Inversion**

A temperature inversion is a thin layer of the atmosphere where the normal decrease in temperature with height switches to the temperature increasing with height. An inversion acts like a lid, trapping the atmosphere, including pollutants, below the inversion, allowing them to build up.

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 10 Related policies

### 10.1 Flora and fauna management

*Dirt Art* will endeavour to ensure minimal adverse impacts on local and adjoining ecosystems, in relation to terrestrial and aquatic flora and fauna resulting from work tasks.

***Dirt Art* is committed to limiting environmental impact from the following:**

- Loss of habitat and biodiversity
- Weeds or noxious species infestation
- Erosion from vegetation clearing
- Spills and leaks
- Damage or death to individual trees from direct damage or changes to water availability
- Pollution of waterways allowing aquatic weeds, toxic alga blossoms, and loss of water quality from excess sediment entering waterways

**Objectives:**

- Reduce/ prevent degradation of water and land habitats for native species
- Re-vegetate affected areas with appropriate indigenous species if required
- Provide habitat restoration if required

***Dirt Art* will meet these objectives by:**

- Development of flora and fauna management program specific to job. Including:
  - Review of flora and fauna components in planning documentation

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

- Liaison with ecological experts, community groups and State Environmental Authority to determine type of species likely to be impacted
- Ensure no activities are undertaken that place threatened species at risk (advice will be sought from relevant Authority)
- Development of “Threatened Species Monitoring Program” where relevant
- Establishment of re-vegetation / habitat restoration programs
- Allocate responsible persons to monitor, determine non-compliance, review and update the program as required
- Providing clear information (including markings on a site map) to indicate limits of vegetation clearing and disturbances
- Ensuring spoil piles with weeds will be maintained at least 25m from water courses and native vegetation
- Obtaining the services of suitably qualified persons to inspect tree hollows for fauna and provide advice on appropriate re-housing / habitat restoration
- Provide training for staff, including contractors on work practices to minimise potential damage to native flora/fauna, minimise soil disruption, and appropriate weed management practices.

## References:

NSW Office of Environment and Heritage: (1995) Threatened Species Act  
 NSW Office of Environment and Heritage: (1997) Fisheries Management Amendment Act  
 NSW Office of Environment and Heritage: (1979) Environmental Planning and Assessment Act  
 NSW Office of Environment and Heritage: (1974) National Parks and Wildlife Acts  
 NSW Office of Environment and Heritage (1993) Noxious Weeds Act  
 NSW Office of Environment and Heritage: (2003) Native Vegetation Act  
 EPA SA: (1989) Soil Conservation and Land care Act  
 EPA SA (1992): Endangered Species Protection Act  
 EPA SA: (1975): National Parks and Wildlife Conservation Act  
 AS 1940 – 2004: The storage and handling of flammable and combustible liquids  
 Commonwealth Environment Protection and Biodiversity Conservation Act, 1999 (EPBC Act)  
 NSW Office of Environment and Heritage: (1997) Protection of Environmental Operations Act (PEOA)  
 EPA SA: (1993) EPA Act  
 EPA Victoria: EPA Act 1970  
 EPA Tasmania (2007) Environmental Management and Pollution Control Amendment Act

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

EPA Australian Capital Territory (1997) EPA Act  
EPA Western Australia (1986) EPA Act  
EPA Northern Territory (2010) EPA ACT

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 10.2 Surface water and spoil management

*Dirt Art* will endeavour to reduce the occurrence of salinity, reduction in water and soil quality and erosion as a result of work activities.

### Objectives:

- To ensure efficient controls are implemented to control erosion, sedimentation and impacts on water quality.

### The objectives will be met by implementing the following:

- Identify work practices that may negatively impact soil or water quality, assess the risk and implement controls using best practice technologies.
- Identify likely receptors (nearby waterways, stormwater drains, wetlands, sensitive ecosystems)
- Obtain the services of suitably qualified persons (such as a Soil Conservationist), to advise on appropriate controls.
- Liaise with relevant communities and State Environmental agencies
- Divert undisturbed (uncontaminated) surface run-off in a manner to prevent erosion
- Test before work commences for baseline measures in relevant waterways (pH, oil/grease etc)
- Test regularly at agreed intervals and locations for changes in baseline readings that may be contributable to work activities.
- Prevent surface water from disturbed areas from entering waterways by use of sediment fences, straw bales sediment traps or other controls as required.
- Ensure all controls are in place before work commences
- Reclaim or recycle water wherever possible
- Create temporary or permanent sediment basins/traps if required and implement a program for regular inspection and cleaning
- Support existing drainage systems and provide extra draining systems if required
- Ensure on-site detention systems are sufficient capacity

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

- Implement re-vegetation with indigenous species as required
- Replace topsoil as close to its source location as possible
- Replace topsoil in sensitive areas as soon as possible
- Implement suitable weed control program (wash down of vehicles etc)
- All waste materials (drums, chemical containers, etc) to be stored in protected, bunded area well away from waterways
- Ensure all spills and leaks are cleaned up immediately and waste disposed of
- Ensure all contaminated soil/water removed by licensed contractor

## References:

Commonwealth Environment Protection and Biodiversity Conservation Act, 1999 (EPBC Act)  
 NSW Office of Environment and Heritage: (1997) Protection of Environmental Operations Act (PEOA)  
 EPA SA: (1993) EPA Act  
 EPA Victoria: EPA Act 1970  
 EPA Tasmania (2007) Environmental Management and Pollution Control Amendment Act  
 EPA Australian Capital Territory (1997) EPA Act  
 EPA Western Australia (1986) EPA Act  
 EPA Northern Territory (2010) EPA Act  
 NSW Office of Environment and Heritage: (1995) Fisheries Management Act  
 NSW Office of Environment and Heritage: Water Management Act 2000  
 ANZECC and ARMCANZ (2000) Australian and New Zealand Guidelines for Fresh and Marine Water Quality  
 NSW Office of Environment and Heritage: (1997) Fisheries Management Amendment Act  
 NSW Office of Environment and Heritage: (1979) Environmental Planning and Assessment Act  
 NSW Office of Environment and Heritage: (1974) National Parks and Wildlife Acts  
 NSW Office of Environment and Heritage (1993) Noxious Weeds Act  
 NSW Office of Environment and Heritage: (2003) Native Vegetation Act  
 EPA SA: (1089) Soil Conservation and Land care Act  
 EPA SA: (1975): National Parks and Wildlife Conservation Act  
 AS 1940 – 2004: The storage and handling of flammable and combustible liquids  
 EPA SA: (1999) Stormwater pollution prevention Code of Practice for the building and construction industry  
 EPA SA: (1997) Water Resources Act

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA



EPA SA: (1987) Pollution of Waters by Oil and Noxious Substances Act

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

### 10.3 Noise and vibration management

*Dirt Art* is committed to ensuring noise/vibration from work activities does not adversely effect the community, buildings and structures

#### Objectives:

- Minimise the impact of noise / vibration to protect the amenity of sensitive receptors, such as local residents and prevent damage to buildings and structures.
- Identify possible sources of noise / vibration and likely exposed receptors, conduct risk assessments and apply best practice techniques to eliminate or reduce the environmental impact of noise / vibration
- Ensure *Dirt Art* is not responsible for community complaints regarding noise or vibration
- Ensure noise/ vibration legislation standards are not exceeded.

#### The objectives will be met by implementing the following as required for tasks:

- Develop and implement a Noise and Vibration program and allocate responsible persons to monitor, review and update the programs as required
- Liaise with sensitive communities/affected receptors and monitor community feedback. Provide a contact source for residents
- Liaise with State Environmental department
- Obtain the services of suitably qualified persons to conduct noise/vibration assessments to identify sources of noise/vibration and impacted areas
- Use assessment information to identify noise sources, clearly indicate these on a map (such as a contour map) and assess risk to receptors
- Prepare Noise /Vibration Impact Statements as required. Include the following:
  - All activities and schedules of work
  - Activities that have the potential to produce substantial noise/vibration or exceed legislated standards
  - Environmental and human impacts

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

- Receptors likely to be affected
- Intended controls and how these will be monitored
- Ensure copies are provided to relevant parties, such as property owners
- Seek permits from State Authorities as required
- Where noise levels exceed background  $L_{A90}$  noise level by 5 decibels, when measured at the most sensitive receptor, control measures to mitigate the impact will be implemented
- Provide adequate resources as required. Examples:
  - Suitable timing of works in line with permits and approvals
  - Erection of noise barriers
  - Engineering controls fitted to equipment (silencers etc)
  - Regular maintenance of all equipment
  - Machinery operated within manufacturer's recommendations
  - Provision of PPE for employees and contractors
  - Caution signage to indicate hearing protectors must be worn on site.
  - Implement Restricted Zones, where no vibration-inducing works will be undertaken in close proximity to buildings or structures as described in the table below:

Operations	Distance in Metres
7 tonne + machinery operation	50
Less than 7 tonne machinery operation	25

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> <b>DRAFT 1A</b>
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## References:

Commonwealth Environment Protection and Biodiversity Conservation Act, 1999 (EPBC Act)  
NSW Office of Environment and Heritage: (1997) Protection of Environmental Operations Act (PEOA)  
NSW Office of Environmental and Heritage: (2010) PEOA (Clean Air) Regulations  
EPA SA: (1993) EPA Act  
EPA Victoria: EPA Act 1970  
EPA Tasmania (2007) Environmental Management and Pollution Control Amendment Act  
EPA Australian Capital Territory (1997) EPA Act  
EPA Western Australia (1986) EPA Act  
EPA Northern Territory (2010) EPA Act

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 10.4 Waste management

*Dirt Art* is committed to successfully conserving natural resources and is aware of the importance of waste management and reducing waste to landfill.

### **Objectives:**

- To ensure the overall amount of waste is kept to a minimum.
- To ensure the handling, stockpiling and disposal of waste does not adversely impact the environment or community
- To ensure waste is disposed of meeting local, State and Federal requirements

### ***Dirt Art* will meet these objectives by the following:**

- Implementing the waste hierarchy:
  - o Avoid
  - o Reuse
  - o Recycle/Re-process
  - o Dispose
- Use of biodegradable and recycled/reprocessed substances and materials wherever possible
- Reuse materials wherever possible
- Development of purchasing procedures to ensure:
  - o Number of items with expiry dates are kept to a minimum
  - o Items have minimal packaging
  - o Less hazardous products selected wherever possible
- Identify waste sources/ streams and develop a “Waste Management Register”
- Provide appropriate receptacles for each waste stream. Ensure these are labelled

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

- Conduct regular inspections/audits to ensure waste is separated as required
- Waste receptacles will not be stored in close proximity to sensitive areas such as waterways or stormwater drains.
- Follow manufacturer's instructions for disposal of chemicals (Material Safety Data Sheet) along with local waste disposal facility directions
- Chemicals waste will be stored in bunded areas
- Ensure green waste is re-processed (compost etc)
- Waste is not mixed with spoil
- Weeds and unhealthy plants removed as a result of earthworks will be separated from the spoil, labelled as waste and taken off-site for disposal
- Site toilets will be serviced regularly
- No Littering policy will be implemented. All litter will be picked up immediately and disposed of in appropriate receptacle
- Materials contaminated by leaks (such as fuel or oils) will be stored in a sealed container and transported to a suitable waste facility
- Incompatible wastes are kept separate
- Waste water collection and treatment system will be implanted as required. Contaminated water will be disposed of following State Authority requirements
- Water use will be minimised with the use of aerated taps, trigger action hoses, low flow nozzles, repairs of leaks. Water will be re-used where possible.
- Waste collection will be arranged at regular intervals to ensure no adverse impacts on the environment and community (such as overfilling of receptacles and subsequent littering, odour, pests or other disturbances)

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## References:

Commonwealth Environment Protection and Biodiversity Conservation Act, 1999 (EPBC Act)  
NSW Office of Environment and Heritage: (1997) Protection of Environmental Operations Act (PEOA)  
EPA SA: (1993) EPA Act  
EPA Victoria: EPA Act 1970  
EPA Tasmania (2007) Environmental Management and Pollution Control Amendment Act  
EPA Australian Capital Territory (1997) EPA Act  
EPA Western Australia (1986) EPA Act  
EPA Northern Territory (2010) EPA Act  
NSW Dangerous Goods (Road and Rail Transport) Act 2008  
EPA WA (2004) Environmental Protection (Controlled Waste) Regulations  
WA (2004) Dangerous Goods Safety Act  
AS 3833 – 2007: The Storage and Handling of mixed classes of dangerous goods, in packages and intermediate bulk containers  
AS 3780 – 2008: The storage and handling of corrosive substances  
AS 1940 – 2004: The storage and handling of flammable and combustible liquids

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 10.5 Chemicals management

*Dirt Art* is aware of the damage that can be caused not only to sensitive ecological communities, but to birds, fish, flora and fauna in general and as such, are committed to reducing the environmental impact of chemicals that are required for work tasks.

### Objectives:

- To ensure negative environmental impacts arising from the use, transport and disposal of chemicals, including fuel and oil are eliminated or reduced as far as possible.
- To ensure that exposure standards (where relevant) are not exceeded

### The objectives will be achieved by the following:

- Develop a chemical management program including:
  - Purchasing procedure to include environmentally friendly products, and chemicals that are the least toxic to the environment and to humans as possible, while still performing its intended purpose.
  - Ensuring only minimal volumes ordered as required
  - Allocate responsible persons to monitor, review and update the program as required
  - Development of comprehensive emergency response procedures where flammable or toxic materials are stored or handled. This will include a 24/7 emergency contact person, responsible person, and detailed instructions for emergency response as relevant for type of materials stored
- Obtain Material Safety Data Sheets (MSDS) and other relevant ecological data for any chemicals used
- Conduct risk assessment for human and environmental impacts
- Use non-toxic or the least toxic (human and ecological) chemicals where possible
- Ensure correct disposal, including collection of run-off, waste water from clean-up as required
- Ensure conditions are safe to use (not used in high winds or close proximity to waterways or storm water drains, etc)
- Liaise with State Environmental department

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA



- **Provide adequate resources. Examples:**

- Local Exhaust systems
- HEPA / adequate charcoal filters where required
- Low volume spray nozzles
- Spill containment and bunding equipment
- Water re-containment equipment
- Protective covers and /or screens
- Suitable storage areas and containers
- Suitable transport vehicles, containers and loading/unloading procedures and equipment
- Licenses, permits and training as required
- Personal Protective Equipment (PPE)
- Atmospheric monitoring where required

**References:**

Commonwealth Environment Protection and Biodiversity Conservation Act, 1999 (EPBC Act)  
 NSW Office of Environment and Heritage: (1997) Protection of Environmental Operations Act (PEOA)  
 NSW Office of Environmental and Heritage: (2010) PEOA (Clean Air) Regulations  
 EPA SA: (1993) EPA Act  
 EPA Victoria: EPA Act 1970  
 EPA Tasmania (2007) Environmental Management and Pollution Control Amendment Act  
 EPA Australian Capital Territory (1997) EPA Act  
 EPA Western Australia (1986) EPA Act  
 EPA Northern Territory (2010) EPA Act  
 NSW Chemical Control Orders (CCO)  
 NSW Office of Environment and Heritage (1985): Environmentally Hazardous Chemicals Act  
 NSW Office of Environment and Heritage (1997) Contaminated Land Management Act  
 NSW Office of Environment and Heritage (2005) PEOA (Waste) Regulations  
 NSW Dangerous Goods (Road and Rail Transport) Act 2008

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> <b>DRAFT 1A</b>
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

EPA WA (2004) Environmental Protection (Controlled Waste) Regulations

WA (2004) Dangerous Goods Safety Act

AS 3833 – 2007: The Storage and Handling of mixed classes of dangerous goods, in packages and intermediate bulk containers

AS 3780 – 2008: The storage and handling of corrosive substances

AS 1940 – 2004: The storage and handling of flammable and combustible liquids

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> <b>DRAFT 1A</b>
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 10.6 Contractor management

All contractors and sub-contractors engaged to perform work on *Dirt Art* premises or other nominated locations, are required to comply with relevant Legislation, Standards, Codes of Practice and *Dirt Art's* Environmental management plans and programs.

### Objective:

To incorporate EMP requirements into every stage of contractor selection, approval, work processes and completion.  
Policy:

### *Dirt Art* will allocate responsibilities as follows:

- *Dirt Art* Contract Managers:
  - Review environmental impacts for job
  - Review contract to ensure environmental impacts are controlled
- *Dirt Art* Site Management:
  - Induction for contractors
  - Permits to work
  - Licenses, competencies
  - Risk assessment and EMP implementation
  - Supervision
- Contractor:
  - Evidence of EMP in place
  - Evidence of licenses, training and competency to perform work
  - Development and implementation of risk assessments, risk controls and EMP
  - Compliance with above
  - Compliance with Environmental legislation,
  - Participate in site meetings and site consultative arrangements

Project: Ulverstone Bike Park	Author: Simon French
Title: CEMP Tudor Park	Approval: Simon French
Document#: 61EMP	Version: <b>DRAFT 1A</b>
Issue Date: 20 <sup>th</sup> August 2018	Revision Date: NA

**References:**

Environmental Legislation in all States

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> <b>DRAFT 1A</b>
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 10.7 Legislative change management

*Dirt Art* embraces opportunities to improve knowledge about new legislation and best practice solutions and technologies to reduce environmental impacts from work activities.

### Objective

*Dirt Art* will pro-actively seek out advice, education and industrial knowledge to foster continual improvement in environmental management systems and updates of relevant legislation.

### Policy

*Dirt Art* will endeavour to manage legislative change by:

- Assigning responsibilities for researching legislative changes with State and Federal Authorities
- Participate in learning opportunities such as information sessions provided by Industry Stakeholder Groups, Local Community Groups, and relevant Authorities.
- Seek advice from suitably qualified persons where required
- Attending conferences, trade shows etc where possible.
- Ensuring refresher training is undertaken where required
- Liaising with local Authorities as required

### References:

Environmental Legislation in all States

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 10.8 Roles, responsibilities and accountabilities

Successfully managing environmental impacts relies on commitment, consultation and co-operation. Everyone needs to understand the need for mitigation controls, what their role is in reducing environmental impacts, and how they can fulfill their responsibilities and duties

***Dirt Art* allocates the following responsibilities:**

### **Managing Director:**

- Approval of EMP's and environmental protection policies
- Communication of EMP and policies
- Leadership
- Allocating sufficient resources
- Reviewing performance
- Providing direction for increasing performance
- Establishing and promoting an environmentally aware culture

### **Project Manager:**

- Integration of environmental considerations into all decision making
- Consult with employees and contractors
- Planning, developing, implementing, monitoring and reviewing EMP and environmental policies and programs
- Control risks
- Communication in relation to environmental plans, policies, programs
- Identify training needs and enable training as required
- Reporting and recording
- Liaise with relevant State Authorities
- Meet legislative requirements

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

**All employees (including sub-contractors and employees of sub-contractors):**

- Comply with EMP, environmental policies, procedures and programs
- Work in a manner that does not create unnecessary risks to the environment
- Report and assist to rectify hazards/non-conformances
- Participate in consultative arrangements

**Relevant persons:**

- Develop, monitor and review EMP, environmental policies and procedures
- Monitor and report on environmental performance
- Monitor changes in legislation
- Review Corrective Actions/Non-conformances
- Provide environmental information to employees

**References:**

Environmental Legislation in all States

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> <b>DRAFT 1A</b>
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

## 10.9 Training, competency and awareness

Training is vital to assist employees to perform their work. *Dirt Art* will arrange training that covers environmental impacts related to tasks being performed, as well as training in the overall approach to environmental protection taken by the organisation.

### Objective

To provide training to all employees and contractors to ensure they have the skills and competencies for work in a manner that does not create unnecessary risks to the environment.

### Policy

#### *Dirt Art* will:

- Conduct training needs analysis across the organisation
- Develop formal training needs and competencies for position requirements at all levels, including management.
- Develop a training schedule to manage the training needs and frequency of training
- Provide formal induction programs for new and transferred employees and contractors
- Use Registered Training Organisations (RTO) and appropriately accredited and approved courses/trainers
- Ensure training is competency based
- Record all training
- Review effectiveness of training
- Provide training for languages other than English and other relevant learning barriers

#### Training will include:

- All environmental policies, EMP and procedures for the organisation
- Licenses and competencies to perform tasks
- Specific hazards risk controls
- Consultation and communication arrangements
- Corrective actions and non-conformances
- Emergency Response (spill containment etc)

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> DRAFT 1A
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA



All managers and supervisors will be provided with additional training to ensure that they are aware of their responsibilities under the EMP and environmental management systems. This training includes legislative responsibilities for managers and supervisors.

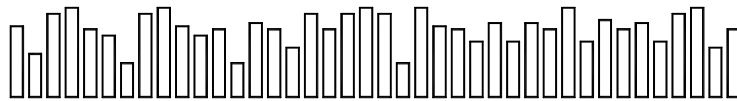
**References:**

Environmental Legislation in all States

<b>Project:</b> Ulverstone Bike Park	<b>Author:</b> Simon French
<b>Title:</b> CEMP Tudor Park	<b>Approval:</b> Simon French
<b>Document#:</b> 61EMP	<b>Version:</b> <b>DRAFT 1A</b>
<b>Issue Date:</b> 20 <sup>th</sup> August 2018	<b>Revision Date:</b> NA

# CSE TASMANIA PTY LTD

civil & structural engineering



17<sup>th</sup> August 2018

Carolyn Harris  
Town Planner  
Central Coast Council  
PO Box 220  
ULVERSTONE TAS

Forwarded by email [carolyn.harris@centralcoast.tas.gov.au](mailto:carolyn.harris@centralcoast.tas.gov.au)

## RE Proposed Urban Bike Park/Pump Track

As requested by Councils Community Development Group Leader – Chris Clark, I provide this letter examining the traffic issues associated with the development of the pump track between Beach Road and Water Street west of the caravan park.

Additionally, the purpose of the traffic assessment is to assess the impact and exposure to risk associated with the increased usage from traffic generated by the development. Other deficiencies in the network are also reviewed. The network relates to both vehicle, pedestrian and bicycle access to the site.

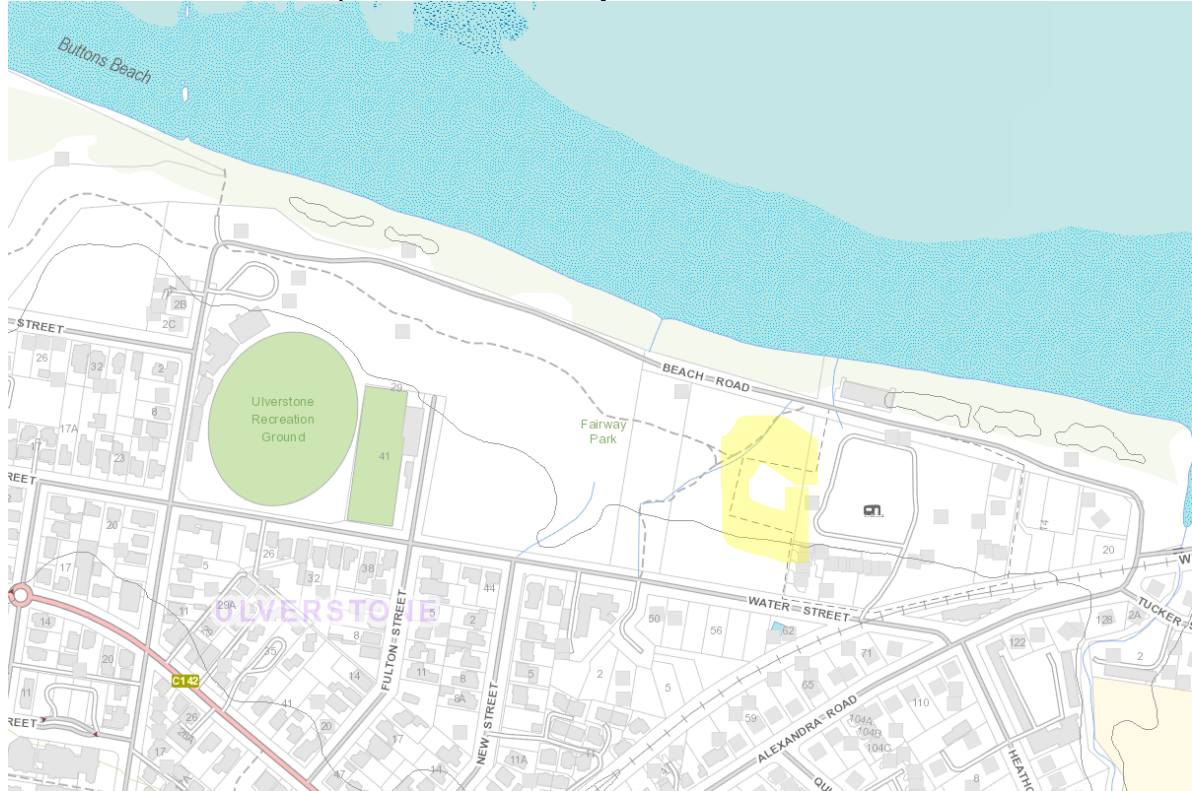


Image 1 – existing road layout – Pump track location highlighted yellow.

ABN 98 118 678 667

m 0429 418 739 • [chris@csetas.com.au](mailto:chris@csetas.com.au)

Office Address – 127 Leith Road, Leith • Mailing Address PO Box 49, Turners Beach 7315

## Background

The proposed development consists of building a bike path/pump track. The preliminary plan below is not expected to change significantly in the for-construction drawings.



*Image 2 – proposed pump track layout.*

The location of the development is proposed for the south side of the skate park – west of the caravan park. Some pedestrian/bike track access is proposed to link the site to the established path networks.



## **Traffic Generation**

Simon French the owner of Dirt Art – the company undertaking the design was consulted for advice on the likely traffic generation associated with the development.

He advised that he is not aware of any traffic data associated with pump track development elsewhere in the country however with a community the size of Ulverstone he would expect in the vicinity of 24 to 36 users during good weather days that aren't school days. He believed that it would be unlikely to see more than 50 users at any one time.

He expected that in the order of 50% of these would ride locally – a matter reinforced with the proximity of the bike path to the development. The bike path provides safe access from Turners Beach through to West Ulverstone.

He also stated that 12 cars transporting family of kids to the bike path would be a reasonable expected number.

## **Traffic Impacts**

Beach Road is effectively allocated as a recreation road providing access to the family areas along this strip consisting of playgrounds, the skate park, BBQ facilities, the caravan park, the surf lifesaving club and the water slide. The Pump Track fits well with the outdoor recreational pursuits already present in the area.

The volume of traffic generated by the development will not affect the existing road or intersection capacities. The main likely affect is the increased demand for car parking space. The site investigation reviews the road network and current car park supply.

## **Site Investigation**

The site investigation revealed the following.

### ***Beach Road***

Beach Road width is 6.8m

Note all road widths are measured between kerb faces.

The following photos show the extent of available car parking. A considerable number of cars can be accommodated on Beach Road. There are also available spaces on Water Street which could serve families with bicycles if needed.





*Speed hump traffic calming installed to slow vehicles to less than the 40km/hr posted speed limit. Car parking is available to the north and south of Beach Road.*



*Car parking is available around the Surf Life Saving Club if functions are not underway at that location*





*Car parking available both sides of the road.*



*Carparking available on the North Side of Beach Road.*





*Car parking available on the south side of Beach Road.*



*Carpark north side of Beach Road*





*Additional on grass car parking available – and the dedicated car park for the childrens play area.*



*Notification of zone speed. Additional carparking to the west of the proposed pump track.*

### **Water Street**

Water St contains a significant amount of additional car parking with direct access to the new pump track – in particular :-

- 112m of Fulton St which runs north south has perpendicular parking on both sides of the road for the recreation precinct. Assuming a parking width of 2.5m this amounts to 88 spaces
- The 330m frontage of Water St to the park could accommodate 47 parks assuming a generous car park space.

Approx 155m of Water St has been widened to 13.5m while other outside this area the street is a generous 12m width.

It is noted that there is a considerable parking demand generated by the Central Coast Community Health Centre.



Some photos of the area follow.



The North West Community Health Centre is central in the region shown above – south of Water St.



Parking directly opposite the health centre on Water St.





East end of the region on Water St relevant to this study – south of the pump track.



Car park spaces on Fulton Street provided for the recreation ground.

## Discussion

Beach Road provides access to numerous popular outdoor activities. The road is limited to 40km/hr and speed humps have been installed for traffic counts.

None of the uses of the precinct have a readily definable parking demand.

Some assessments of usage may be prudent during summer to determine if there are ample provisions for carparking on busy days. Given the fact that it is outdoor recreation that is drawing people to the area a short walk or ride may in fact add to the experience of a day out at the park when it is busy. The capacity then for car parking to spread to many locations around the site is noted.

Speed in the precinct of 40km/hr reinforced with the speed humps is appropriate. Additional signage warning of pedestrians crossing could be considered for the areas where parking is supplied on the North side of Beach Road.

Existing pedestrian and bicycle tracks will receive additional patronage due to the use diversification. No deficiencies were noted in the concept design with regard to pathway interlinking.

Water St and Fulton Streets provide a significant carparking capacity in its current configuration totalling approximately 160 cars. With a large amount of Water st widened well beyond residential street requirements – considering that there are only residences on the south side future consideration could be given to converting Sections of Water St to angle parking if demand warrants this.

The increased vehicle numbers expected from the pump track development do not warrant any additional work to provide for carparking given the significant capacity of the surrounding streets for car parking.

### **Recommendation**

I can see no reason that the traffic proposed to occur due the pump track will not be accommodated safely within the existing road and pathway infrastructure.

Provision of additional Warning Pedestrian signs on Beach Road may be warranted to assist in alerting drivers to the need to slow when the recreation precinct is busy.

Please advise if any of the information provided is not sufficient to enable the Council to make an adequately informed decision.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Chris Martin', with a stylized, cursive script.

Chris Martin MBA (Tech Mgt), BE(Hons), MIEAust, CPEng, RPEQ.  
Senior Civil & Structural Engineer  
Director – CSE Tasmania Pty Ltd

# CSE TASMANIA PTY LTD

civil & structural engineering



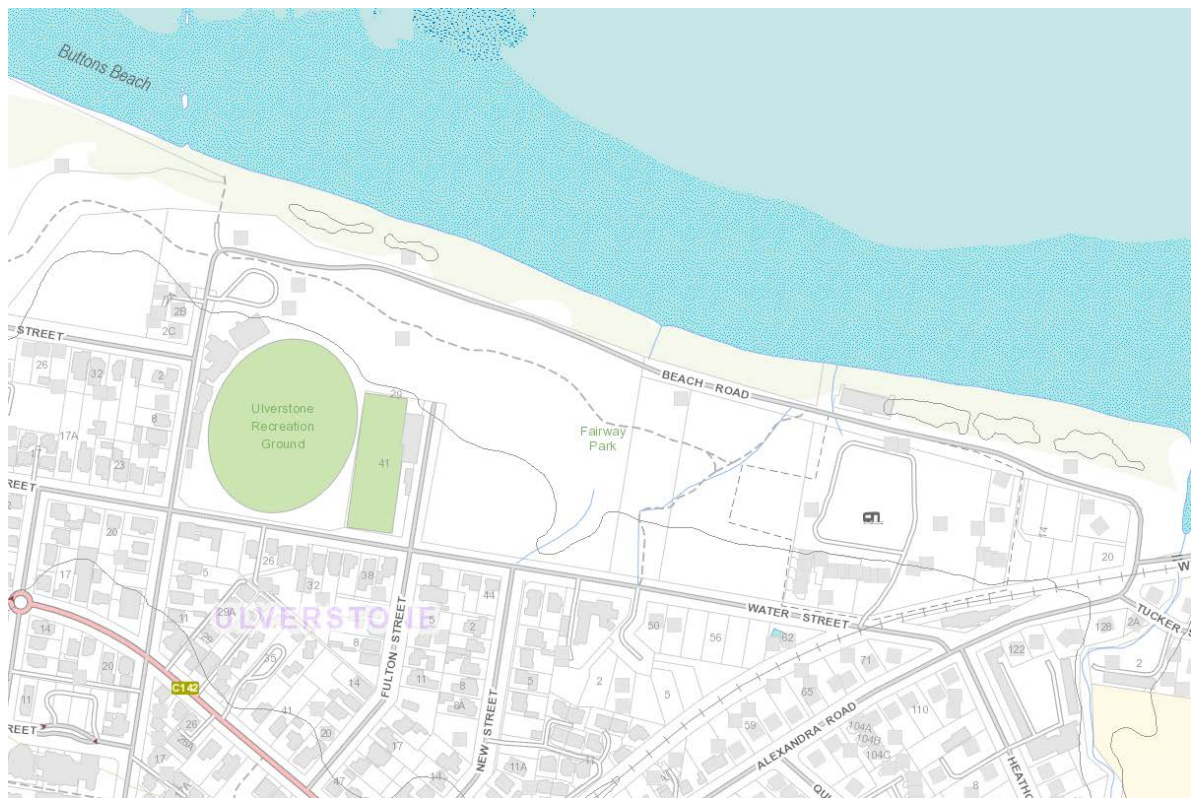
8<sup>th</sup> August 2018

Carolyn Harris  
Town Planner  
Central Coast Council  
PO Box 220  
ULVERSTONE TAS

Forwarded by email [carolyn.harris@centralcoast.tas.gov.au](mailto:carolyn.harris@centralcoast.tas.gov.au)

## RE Proposed Urban Bike Park/Pump Track

As requested by Councils Community Development Group Leader – Chris Clark, I provide this letter examining the stormwater issues associated with the development of the pump track between Beach Road and Water Street.



ABN 98 118 678 667

m 0429 418 739 • [chris@csetas.com.au](mailto:chris@csetas.com.au)

Office Address – 127 Leith Road, Leith • Mailing Address PO Box 49, Turners Beach 7315



## Background

The proposed development consists of building a bike path/pump track. The preliminary plan below is not expected to change significantly in the for construction drawings.



The location of the development is proposed for the south side of the skate park – west of the caravan park. Some pedestrian/bike track access is proposed to link the site to the established path networks.







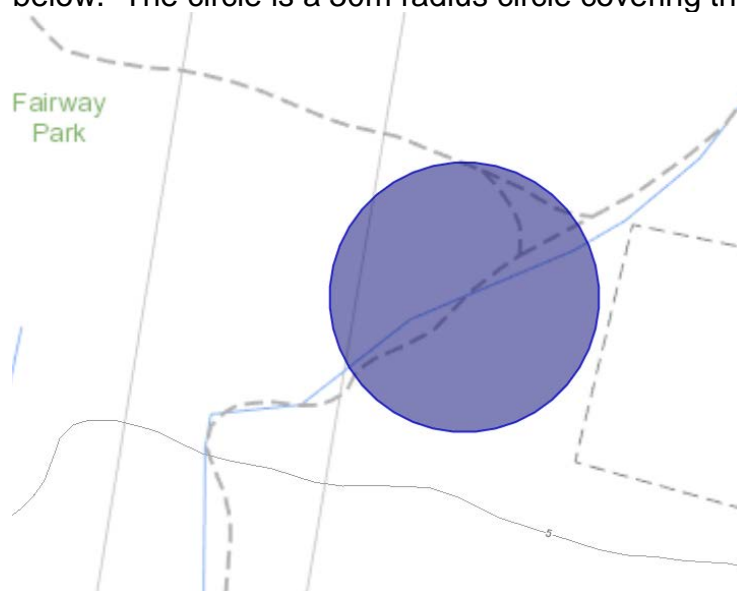
## Water and Waterways Code

As the development encroaches within 30m of a waterway the Council Planning Scheme Code E10 applies.

The code outlines that a permit is required.

No definition of specific requirements is mentioned.

The pump track will be constructed almost entirely within the 30m zone as shown below. The circle is a 30m radius circle covering the site of the pump track.



It is proposed that the drainage path be piped under the pump track or constructed as an open channel around the site with less pipe lengths. The final decision for this will be decided during the detail design process.

Purposes identified in the E10 Code and comments specific to this project and the works are:-

- Protection of the watercourse for ecosystem diversity and habitat value for native flora and fauna – no effect is envisaged as the watercourse is heavily modified and a short distance to the piped section under Beach Road.
- Works will be designed to improve or not impact on the current hydraulic capacity.
- Aesthetic and recreational use – while the water running through the recreation area has some aesthetic value it also contains inherent risks for children playing in the area.

### **Statement Addressing the Waterways Code E10**

The following matters specifically comment on each of the Performance Criteria.

The development works will be designed to minimize risk to the function and value of the watercourse specifically in regard to:-

- a) Hydraulic performance – the water course will be designed to not increase the hydraulic grade line compared to the current scenario.
- b) Economic value – no issue
- c) Water based activity – none present
- d) Disturbance and change in natural ground level – ground will be raised over the current watercourse alignment and the water course either piped or diverted around the proposed development.
- e) Sediment and contaminants will be minimized by the sediment control plan provided during and for a period after construction.
- f) Public access and use – installation of a pipeline will improve public use of the area.
- g) Aesthetic or scenic quality – the development will improve the aesthetics of the area.
- h) Sewage disposal – none required – existing infrastructure remote from site to be used.
- i) Biodiversity and Ecology – no issue expected
- j) Risk of flooding is not modified by these works and the consequence of water on the paddocks in this vicinity is low.
- k) Community risk and public safety will be served by piping the water course and installing a suitable grate on the entry. As the area is a kids playground this is considered a good outcome for preventing children from entering the drain.

With regard to point b) of the waterways code we await advice from Central Coast Council regarding any actions required here.

Please advise if any of the information provided is not of sufficient standard to enable the Council to make an adequately informed decision.

Yours sincerely



Chris Martin MBA (Tech Mgt), BE(Hons), MIEAust, CPEng, RPEQ.  
Senior Civil & Structural Engineer  
Director – CSE Tasmania Pty Ltd





Scale = 1 : 1701.000

5-Sep-2018



Central Coast Council  
19 King Edward St  
Ulverstone  
TAS 7315  
Telephone: 03 6429 8800  
Facsimile: 03 6425 1224  
admin@centralcoast.tas.gov.au

**Important**

This map was produced on the GEOCENTRIC DATUM OF AUSTRALIA 1994 (GDA94), which has superseded the Australian Geographic Datum of 1984 (AGD66/84). Heights are referenced to the Australia Height Datum (AHD). For most practical purposes GDA94 coordinates, and satellite derived (GPS) coordinates based on the World Geodetic Datum 1984 (WGS84), are the same.

**Disclaimer**

This map is not a precise survey document

**Disclaimer**

This map is not a precise survey document

All care is taken in the preparation of this plan; however, Central Coast Council accepts no responsibility for any misprints, errors, omissions or inaccuracies. The information contained within this plan is for pictorial representation only. Do not scale. Accurate measurement should be undertaken by survey.

© The List 2017.

© Central Coast Council 2017.

**CENTRAL COAST COUNCIL**

DEVELOPMENT & REGULATORY SERVICES

Received: 07 SEP 2018

Application No: .....

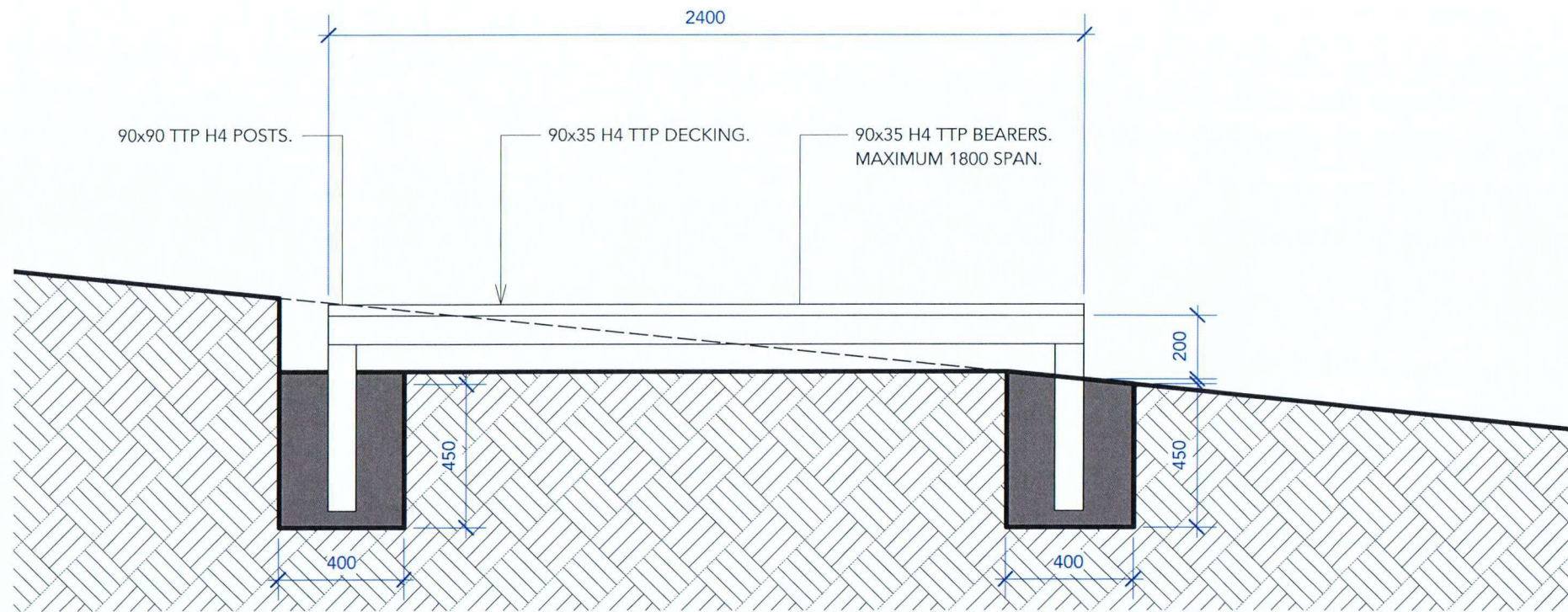
Doc. Id .....



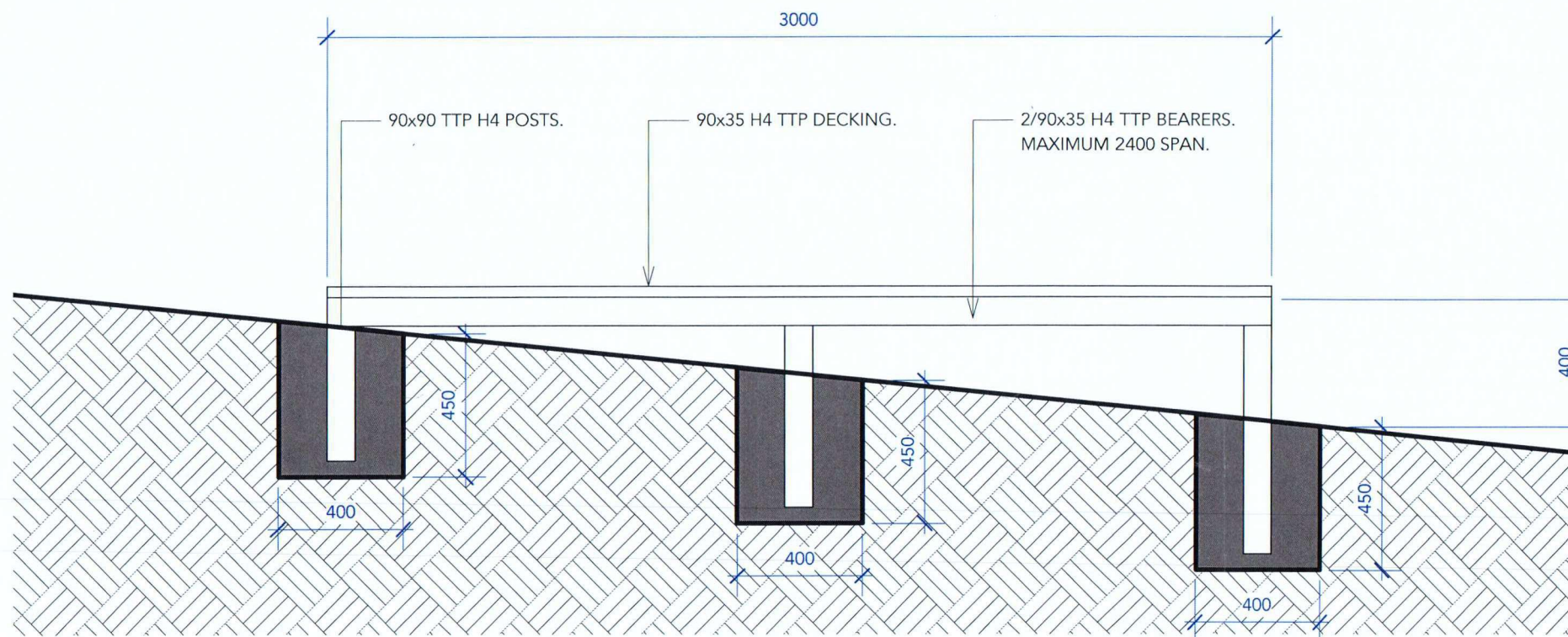


- LEGEND**
- A - Timber A-Frame Roll-Over
  - B - Timber Balance Beams
  - C - Timber Drop
  - D - Rock Roll-Over
  - E - Rock Garden
  - F - Rock Step
  - G - Start Mound Area
  - H - Intermediate Table Top
  - I - Beginner Table Top

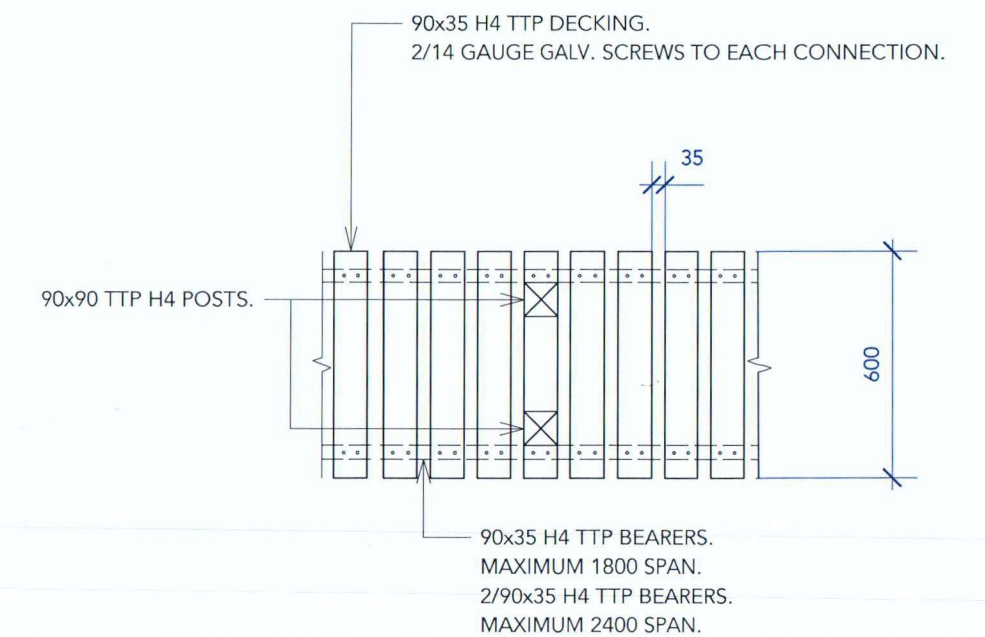




2 DETAIL ELEVATION: DROP-OFF - (L) 1200 x (W) 600 x (H) 200mm  
Scale: 1:20

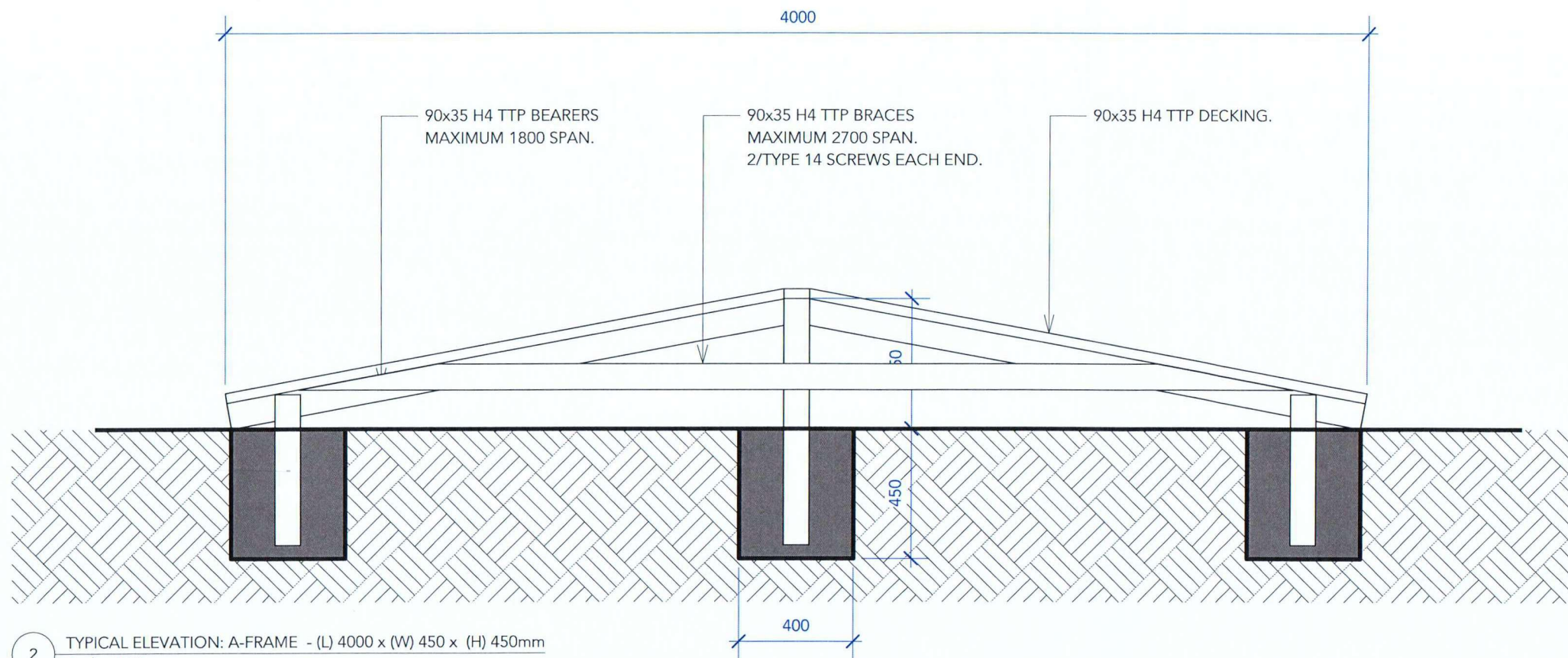


1 DETAIL ELEVATION: DROP-OFF - (L) 3000 x (W) 600 x (H) 400mm  
Scale: 1:20

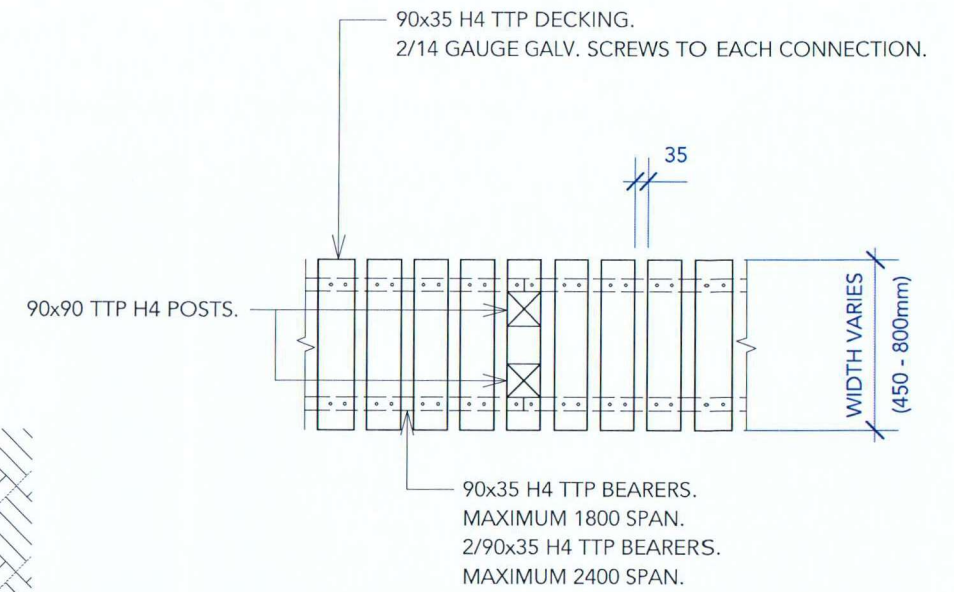


3 TYPICAL PLAN: DROP-OFF  
Scale: 1:20

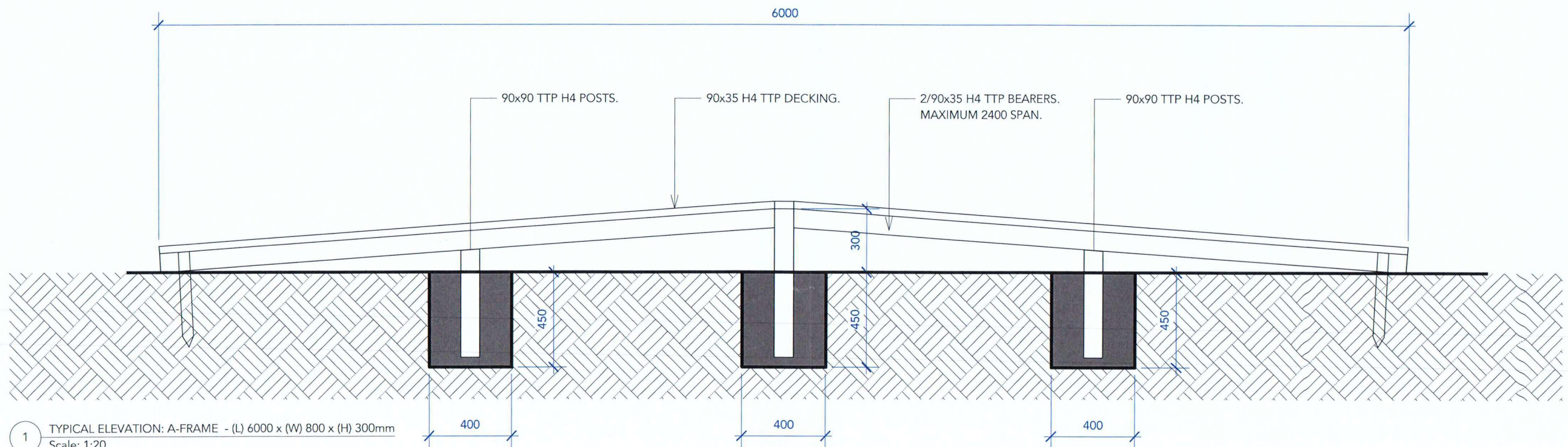




2 TYPICAL ELEVATION: A-FRAME - (L) 4000 x (W) 450 x (H) 450mm  
Scale: 1:20

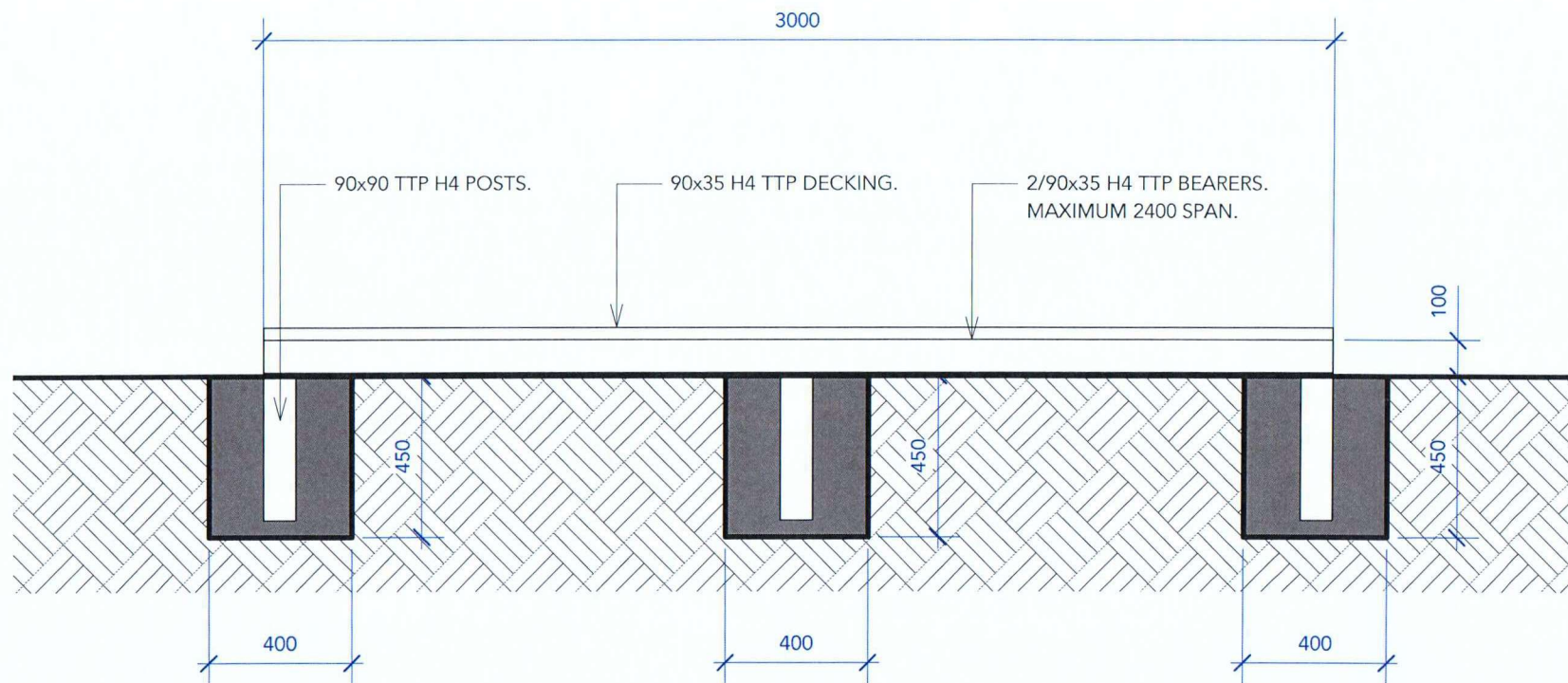


3 TYPICAL PLAN: A-FRAME  
Scale: 1:20

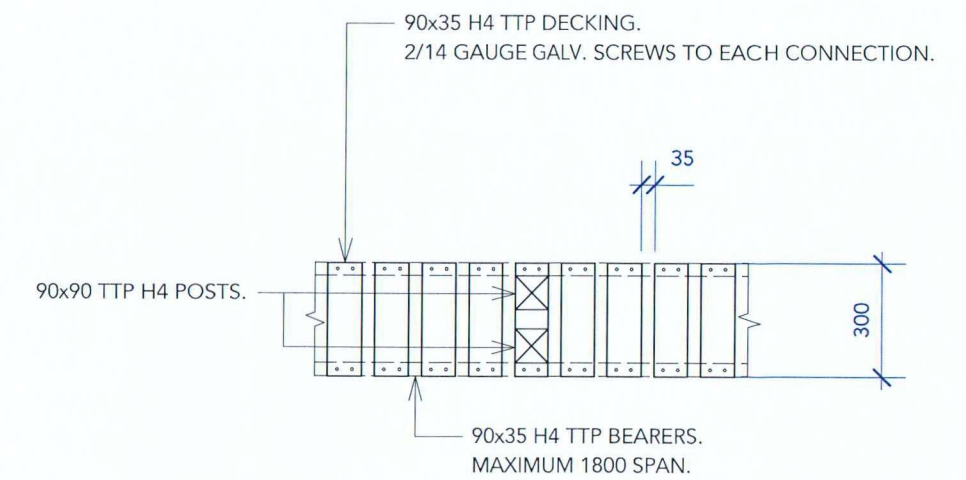


1 TYPICAL ELEVATION: A-FRAME - (L) 6000 x (W) 800 x (H) 300mm  
Scale: 1:20

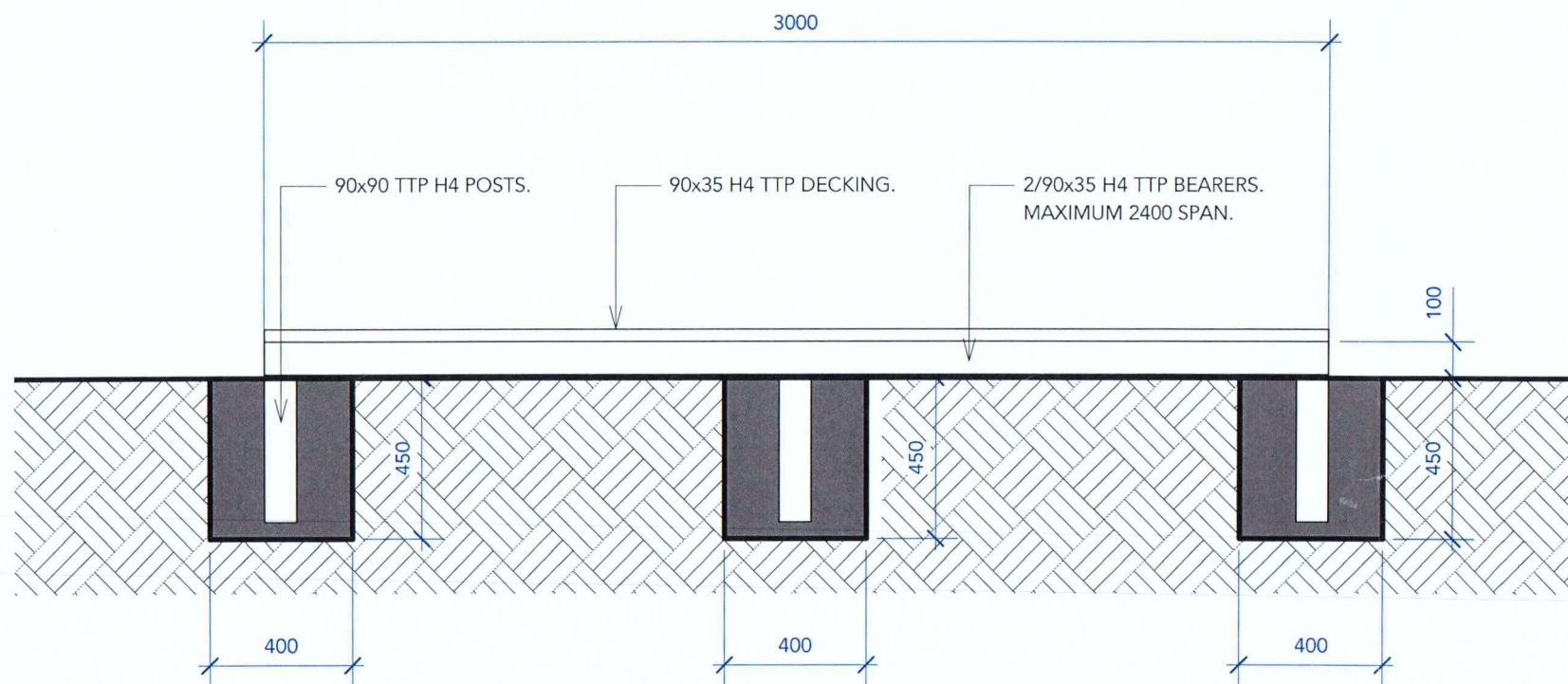




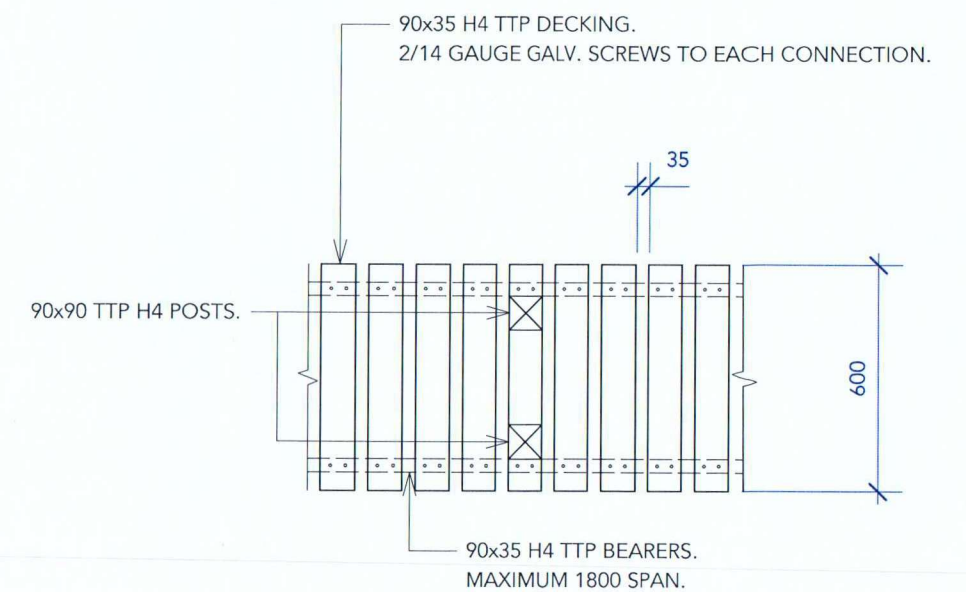
2 TYPICAL ELEVATION: BALANCE BEAM - (L) 3000 x (W) 300 x (H) 100m  
Scale: 1:20



3 TYPICAL PLAN: BALANCE BEAM (300MM WIDTH)  
Scale: 1:20



1 TYPICAL ELEVATION: BALANCE BEAM - (L) 3000 x (W) 600 x (H) 100m  
Scale: 1:20



4 TYPICAL PLAN: BALANCE BEAM (600MM WIDTH)  
Scale: 1:20



## Public Notices

## NOTICE FOR CLAIMS



## Tasmanian Perpetual Trustees

JANET WALKER late of 6/5 North Caroline Street, East Devonport in Tasmania, Child Care, Retired, Widowed, Deceased. Creditors, next of kin and others having claims in respect of the property or estate of the deceased, JANET WALKER who died between 22nd day of July 2018 and 24th day of July 2018 are required by the Executor, TASMANIAN PERPETUAL TRUSTEES LIMITED of Level 2 137 Harrington Street, Hobart in Tasmania, to send particulars to the said Company by the 26th day of October 2018, after which date the Executor may distribute the assets, having regard only to the claims of which it then has notice.

Dated this 26 September 2018  
NATASHA ARNOLD  
TRUST ADMINISTRATOR  
PH: (03) 6348 1119

DALE WHITCHURCH (also known as Dale John Whitchurch) late of 3 Links Court, Shearwater in Tasmania, Shopkeeper, Married, Deceased. Creditors, next of kin and others having claims in respect of the property or estate of the deceased, DALE WHITCHURCH (also known as Dale John Whitchurch) who died on 27th day of April 2018 are required by the Administrator, TASMANIAN PERPETUAL TRUSTEES LIMITED of Level 2 137 Harrington Street, Hobart in Tasmania, to send particulars to the said Company by the 26th day of October 2018, after which date the Administrator

may distribute the assets, having regard only to the claims of which it then has notice.

Dated this 26 September 2018  
MIKALA DAVIES  
TRUST ADMINISTRATOR  
Phone: (03) 6215 9630

ROY ANTHONY CRONIN late of 1108 Oldina Road, Wynyard in Tasmania, Retired Assistant Ranger, Single, Deceased. Creditors, next of kin and others having claims in respect of the property or estate of the deceased, ROY ANTHONY CRONIN who died on 18th day of July 2018 are required by the Executor, TASMANIAN PERPETUAL TRUSTEES LIMITED of Level 2 137 Harrington Street, Hobart in Tasmania, to send particulars to the said Company by the 26th day of October 2018, after which date the Executor may distribute the assets, having regard only to the claims of which it then has notice.

Dated this 26 September 2018  
JILL DE ZOETE  
TRUST ADMINISTRATOR  
PH: (03) 6348 1116

DIANNE SUSAN MAWER late of 95 Sheffield Road, Spreyton in Tasmania, Home Duties/ Hospitality/Retail, Married, Deceased. Creditors, next of kin and others having claims in respect of the property or estate of the deceased, DIANNE SUSAN MAWER who died on 13th day of July 2018 are required by the Executor, TASMANIAN PERPETUAL TRUSTEES LIMITED of Level 2 137 Harrington Street, Hobart in Tasmania, to send particulars to the said Company by the 26th day of October 2018, after which date the Executor may distribute the assets, having regard only to the claims of which it then has notice.

Dated this 26 September 2018  
KAY PHILPOTT  
TRUST ADMINISTRATOR  
PH: (03) 6348 1121

www.tasmanianperpetual.com.au  
Tasmanian Perpetual Trustees Limited  
ABN 97 209 475 629 AFS Licence 234630  
Australian Credit Licence Number 234630 is a wholly owned subsidiary of MyState Limited ABN 26 133 623 362

## SAVE TIME, SUBMIT ONLINE

By placing your classified ad through our self-service portal, [advertisers.com.au](http://advertisers.com.au)

- Submit your ad at any time of the day
- Access the portal from anywhere in Australia
- Place an ad into newspaper, website and mobile with three easy steps

Connect with **Classifieds**



Fairfax Media

## Public Notices

## The Advocate's Devonport office will be closed for the day on Monday, October 1

The Advocate's Devonport office at 45 Best Street will be closed on Monday, October 1, 2018 for renovations.

The Burnie office at 39-41 Alexander Street will be open as usual from 9am till 5pm.

Advocate Classifieds phone lines will be open from 9am till 5pm.

Phone 1300 363 789  
email:  
[tas.classifieds@fairfaxmedia.com.au](mailto:tas.classifieds@fairfaxmedia.com.au)



The Advocate

## Local Government



CENTRAL COAST COUNCIL  
19 King Edward Street  
Ulverstone Tasmania 7315  
Tel. 03 6420 8900  
Fax. 03 6425 1224  
[www.centralcoast.tas.gov.au](http://www.centralcoast.tas.gov.au)

## APPLICATIONS FOR PLANNING PERMITS

## S.57 Land Use Planning and Approvals Act 1993.

The following applications have been received:

- Location: Johnsons Beach Road, Penguin (Penguin Scout Hall)  
Proposal: Community meeting and entertainment (storage - shipping container) - proximity of development to a shoreline  
Application No.: DA216219
- Location: 57 & 29 Water Street, Ulverstone  
Proposal: Sports and Recreation (urban bike park) - variation to E9 Traffic Generation and Parking Code  
Application No.: DA2018070

The applications may be inspected at the Administration Centre, 19 King Edward Street, Ulverstone during office hours (Monday to Friday 8.00am to 4.30pm) and on the Council's website. Any person may make representation in relation to the applications (in accordance with s.57(5) of the Act) by writing to the General Manager, Central Coast Council, PO Box 220, Ulverstone 7315 or by email to [admin@centralcoast.tas.gov.au](mailto:admin@centralcoast.tas.gov.au) and quoting the Application No. Any representations received by the Council are classed as public documents and will be made available to the public where applicable under the Local Government (Meeting Procedures) Regulations 2015. Representations must be made on or before 10 October 2018.

Date of notification: 26 September 2018.

SANDRA AYTON  
General Manager

## Local Government



## APPLICATIONS FOR PLANNING PERMITS

Notice is given that applications have been made for the following discretionary permits:-

- No: SD 2063
- Location: 138 Ballast Pit Road Wynyard
- Applicant: EnviroPlan (Micheal Wells)
- Zoning: Rural Living
- Use Class: Residential
- Proposal: Subdivision (1 into 2 lots)
- Discretionary Matter: Suitability of a site or lot for use or development 13.4.1 (P1), Dwelling density 13.4.2 (P1), Setback of development for sensitive use 13.4.6 (P1), Subdivision 13.4.7 (P1), Reticulation of an electricity supply to new lots on a plan of subdivision 13.4.8 (P1)

- No: DA 78/2018
- Location: 491A & 491B Back Cam Road Somerset
- Applicant: N J Brandsema
- Zoning: Rural Living
- Use Class: Residential
- Proposal: Dwelling & shed
- Discretionary Matter: Suitability of a site or lot for use or development 13.4.1 (P2)

The applications and associated plans and documents will be available for inspection during normal office hours for the exhibition period at the Council Office, Saunders Street, Wynyard or viewed on Council website [www.warwyn.tas.gov.au](http://www.warwyn.tas.gov.au). Any person who wishes to make representations in accordance with the Land Use Planning and Approvals Act 1993, must do so during the exhibition period. Representations in writing will be received by the General Manager, P.O. Box 168, Wynyard, 7325, email [council@warwyn.tas.gov.au](mailto:council@warwyn.tas.gov.au) by **Wednesday 10th October 2018**.

Dated at Wynyard this 26th day of September 2018.  
Shane Crawford, General Manager  
PO Box 168, WYNYARD 7325  
Email: [council@warwyn.tas.gov.au](mailto:council@warwyn.tas.gov.au)

[www.warwyn.tas.gov.au](http://www.warwyn.tas.gov.au)



## Devonport

MINI ME'S CHILDREN'S SHOP  
4 Ways Devonport

Great range of pre-loved children's clothing,  
New and pre-loved toys,  
Bassinets, prams, jumpercoats, porta-cot,  
New giftware, nappy cakes, gift baskets  
And so much more.

## Work Wanted

## Concrete and Paving

Sheds, Driveways,  
Paths & Coloured Seal.  
HELP SUPPORT  
LOCAL BUSINESS.  
Ben: 0400 085 129

S & J PAINTING  
SERVICE. Family  
owned business. All  
work guaranteed. 30  
years exp. immediate  
start, free quote. Be-  
tween Wynyard and  
Devonport. Ph.  
0457 838 367

## Garden Services



Yard Blitz Specialist.  
Any stump, anywhere!  
Also Trees/Pruning &  
Greenwaste Onsite  
Chipping/Mulching.  
N/West. 0418 345 899.

## Positions Vacant

## Positions Vacant

REQUIRED  
COOK/CHEF

Indian Restaurant in  
Central coast Tasmania  
looking for an  
experienced Cook/Chef  
with 3+ years of  
experience and must  
be experienced in curry  
and tandoor.  
Please send your  
resume to:  
[bhagwatsingh101168@gmail.com](mailto:bhagwatsingh101168@gmail.com)

Experienced  
Truck Driver

Local & interstate work.  
Require HC/MC  
Licence, Forklift Licence  
and MSC Card an  
advantage.  
Please send resume to:  
[admin@zamaulage.com.au](mailto:admin@zamaulage.com.au)

KENTISH AND  
LATROBE COUNCILS  
HUMAN RESOURCES  
PROFESSIONAL

Are you looking for a unique place to work, with a  
diverse and challenging role, and a flexible work-life  
balance? If you answered yes.... Then we have the  
opportunity for you.

## Your Opportunity:

We have an exciting role within our newly restructured  
Finance and People Team across the two Councils for an  
experienced HR Professional. In this role you will work  
closely with the Senior Leadership Team to build the  
workplace culture embedding an engaged and motivated  
shared workforce in accordance with industry best practice  
and legislative requirements.

## What we are looking for:

A confident and experienced HR Professional with a  
broad range of experience. You will have the ability  
to build strong working relationships and thrive in a  
fast-paced working environment. You will be able to work  
independently and provide sound recommendations to  
leaders on all facets of HR.

You will have tertiary qualifications in Human Resources  
and a minimum of three years' experience in a similar  
role. There is flexibility for the role to be full-time or  
part-time (32 hours) depending upon skills, experience  
and output.

## Interested?

To apply, visit either website  
[www.kentish.tas.gov.au](http://www.kentish.tas.gov.au) or  
[www.latrobe.tas.gov.au](http://www.latrobe.tas.gov.au)  
to obtain an Information Package.



TAS40081

Adding to the team?  
We can help you find them

1 in 7 newspaper readers are looking for employment.\*  
Book 2 ads for a position vacant  
and get a 3rd one free\*

Connect with **Classifieds**

Offer ends September 30. The three advertisements must be the same.  
\* emmaTM, conducted by Ipsos MediaCT, people 14+ for the 12 months ending Feb 2018.

TAS4008254



# Annexure 3

304047

## Kellie Malone

---

**From:** mka53@bigpond.com  
**Sent:** Wednesday, 3 October 2018 11:47 AM  
**To:** switch  
**Subject:** DA2018070 - 57 & 29 Water St, Ulverstone. - Urban Bike Park

To: Central Coast Council  
Ulverstone, Tas. 7315  
Attn: General Manager

From: The Residence of 55 Water Street, Ulverstone.  
Unit 1 – John & Marilyn Alexander  
Unit 2 – Anthony & Vicki Seymour  
Unit 3 – Barrie & Helen Mitchell  
Unit 4 – Stan & Debbie Reid  
Unit 5,6 & 7 – MARS Properties

Attn; General Manager,

We are writing in connection with the proposed Urban Bike Park that is adjacent to our properties. We have examined the plan and we know the site well, we wish to register our strongest objection to the development in this location for the following reasons.

- 1) Proximity to our residence.
- 2) Loss of property value.
- 3) Loss of privacy
- 4) Visual Impact.
- 5) Dust from track.
- 6) Significant Increase in noise levels.
- 7) Loss of vegetation & Landscape.
- 8) Loutish behavior.
- 9) Foul language.
- 10) Vandalism.
- 11) Detract from the natural beauty of this family park environment.

If this proposal is accepted by the Councilors, please take this as notice that we would like to speak at the meeting to explain our objections against the Bike Park development at this location. We would appreciate being kept informed on the future of this development.

Regards,

John Alexander  
Ph: 0407 703 512  
Email: [mka53@bigpond.com](mailto:mka53@bigpond.com)

**Kellie Malone**

---

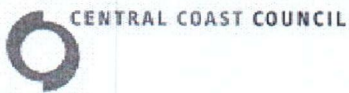
**From:** switch  
**Sent:** Thursday, 11 October 2018 10:28 AM  
**To:** Kellie Malone  
**Subject:** FW: Att General Manager, Application No DA2018070

Hi Kell, am registering this one now.

Ange 😊

Telephonist  
 CENTRAL COAST COUNCIL  
 PO Box 220 | 19 King Edward Street, Ulverstone TAS 7315  
 03 6429 8900

[www.centralcoast.tas.gov.au](http://www.centralcoast.tas.gov.au) |  Find us on facebook



Disclaimer This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which it is addressed and contains information that is privileged and confidential. If you are not the named addressee you should not disseminate, distribute, copy or alter this email. Any views or opinions presented in this email are solely those of the author and might not represent those of Central Coast Council. Warning: Although Central Coast Council has taken reasonable precautions to ensure no viruses are present in this email, the Council cannot accept responsibility for any loss or damage arising from the use of this email or attachments.

Please consider the environment before printing this email.

**From:** Barry Smith <gpbarry1956@gmail.com>  
**Sent:** Wednesday, 10 October 2018 9:21 PM  
**To:** switch <switch@centralcoast.tas.gov.au>  
**Subject:** Att General Manager, Application No DA2018070

Dear Manager

Today on behalf of our family i am forwarding to you our objection to the development application DA2018070

We have lived at 1 Fulton Street since 1983, some 35 years, raising our family of five children in the process and don't believe this application is in the best interest of families and local residents wishing to enjoy the pristine park that has been left to us by past generations.

We are not against the concept, just its location, its difficult to understand how the council is wishing to press ahead with the application given that there has already been community concern expressed against the initial proposal with ninety plus signatures from residents presented to the council previously.  
 Its my understanding the original BMX track at East Ulverstone was closed for safety reasons and to establish another unsupervised track which will cater for a mixture of inexperienced junior riders and those more experienced may lead to unexpected injury.

During winter periods parts of the the area proposed are prone to extensive flooding and are also a breeding area for Spur wing Plovers.



As for the parking study presented, not much consideration has been given for the restricted access we have to our properties during weekends when the football season and Bowls club events are taking place, Surf Club activities nearby should be taken into consideration

Many elderly residents enjoy walking along the walking track situated near the development and would probably feel threatened by large numbers of people gathering to ride BMX bikes which by nature are ridden aggressively.

We are indeed very lucky as a community to have and enjoy this park, others are not so lucky, maybe a reason we have a large number of people come to our parks during the Christmas New Year period, this development in this location is not a good idea and should be reconsidered for another location given the Council would have other areas that may be better suited.

Yours faithfully,

Barry Smith  
1 Fulton Street,  
Ulverstone. 7315  
PH 0448667223

## Annexure 4



General location of proposed urban bike park – between Water Street and Beach Road,  
Ulverstone





Fairway Park, Ulverstone – looking towards proposed location of urban bike park  
– view from Water Street



Fairway Park, Ulverstone – view from Water Street





Fairway Park, Ulverstone – looking towards proposed bike park area from Water Street



Fairway Park, Ulverstone – proposed location of urban bike park – view from Water Street





Fairway Park, Ulverstone – looking east along Fairway Park towards the proposed location of urban bike park – view from Water Street



Fairway Park, Ulverstone – view of urban bike park area looking east along Water Street



Fairway Park, Ulverstone – view from Beach Road



### ENGINEERING SERVICES

#### **50/2014      Bike Dirt Jump and Pump Park and Bike Safety Park (388/2013 – 16.12.2013 and 10/2014 – 28.01.2014)**

The Acting Director Engineering Services reported as follows:

“The Assets Group Leader has prepared the following report:

#### *‘PURPOSE*

The purpose of this report is to advise the Council on the result of the community consultation for the proposed Dirt Jump and Pump Park (DJPP), respond to the petition received by the Council at its meeting held on 28 January 2014 (Minute No. 10/2014) and to seek endorsement of the DJPP and Bike Safety Park (BSP) location.

#### *BACKGROUND*

In 2007 the Council closed a BMX track in Beach Road, Ulverstone because of safety concerns. It was deemed that the track, which was originally established by locals, could not be made safe at this location and that if there was a need for a facility it would need to be provided at an alternative location and constructed to appropriate standards.

Following the closure of the track there was community interest in the establishment of a replacement track and in 2009 a petition of 349 signatures was tabled at a Council meeting calling for the construction of a new BMX track in Ulverstone.

Upon receipt of the petition, the Council resolved (Minute No. 284A/2009 – 21.09.2009), “That an investigation be conducted into the provision of a new BMX track in the township of Ulverstone through the Council’s Open Space and Recreation Plan process.”

The Central Coast Open Space and Recreation Plan 2012–2022 has been prepared to provide direction for the planning and management of Central Coast’s open space network including all recreational and sporting open spaces for the period 2012–2022 and was adopted by the Council at the Council meeting held on 16 December 2013 (Minute No. 388/2013).

The actions contained within the Plan were:

- . Undertake consultation over the concept design of the DJPP with relevant stakeholders and finalise design.
- . Subject to the outcome of community consultation, construct a bike dirt jump and pump park in Fairway Park near the existing skate park.
- . Seek external funding for the construction of a bike dirt jump and pump park in Fairway Park.

A Communications and Consultation Plan was adopted by the Council at the Council meeting held on 16 July 2012 (Minute No. 207A/2012).

As a part of this Plan it was a requirement to undertake stakeholder consultation on the layout and location of the proposed DJPP.

In the intervening period the Council was approached by Enormity proposing the establishment of a BSP and it was decided that consultation would be undertaken on this proposal in conjunction with the DJPP.

The subject matter and action requested of the recently received petition was, "That the Central Coast Council NOT proceed with the proposed BMX Dirt Jump and Pump Park on a proposed foot-print of 80m x 90m in Fairway Park."

### *DISCUSSION*

The adopted Consultation and Communication Plan for the Open Space and Recreation Plan called for consultation to be undertaken on the provision of a bike dirt jump and pump (BMX) park.

The stakeholder consultation for the DJPP was undertaken at Fairway Park on 27 February 2013 following an advertisement in The Advocate on Saturday, 16 February 2013.

This was then followed by a consultation at the Ulverstone High School on 15 March 2013.

Following the stakeholder consultation a plan was finalised for the location of the park (along with the BSP) which was workshopped with the Council on 28 October 2013 and is shown at Annexure 1.

The plan for the DJPP and BSP was released for community consultation via an advertisement in The Advocate newspaper on 30 November 2013. The plans were also made available at the Administration Centre, the Penguin

Service Centre and on the Council's website with comments closing on 20 December 2013.

During this period there were ten submissions received against the siting of the park in the proposed location and three submissions in favour of the proposed location. A petition was also received during the consultation period. Copies are provided at Annexure 2.

A summary of the items raised in the submissions is discussed in the table below:

ISSUES RAISED	RESPONSE/COMMENTS
Size and height of the facility	The size of the proposed facility (approx. 90m x 80m) is the ultimate size of a facility that caters for beginners to advanced users. Final design may not require a footprint of that size. The highest part is the start area at 2m high, with the majority of the jumps 400mm to 1,800mm high on the jump section and between 400mm and 1,200mm on the pump section.
Proximity to residences	The proposed facility is approx. 150m from the residences to the east and approx. 85m from the development on the south side of Water Street.
Loss of privacy	As above.
Visual impact	When professionally designed, built and landscaped, these types of facilities are relatively visually appealing and public perception can be different than reality. The final design will include a landscaping plan which would complement rather than detract from the visual amenity of the Park.
Dust from park	Whilst the facility is commonly known as a DJPP, construction is carried out with a gravel/granite material. A surfacing agent is applied which settles and binds the surface into a concrete like material. This agent

	seals in any fines meaning there is very minimal, if any, dust issues. This facility would be added to the Council's monthly playground inspection regime to ensure adequate maintenance would be undertaken.
Significant increase in noise levels	Jump and pump parks are used by pneumatic rubber tyred bikes etc. which results in almost zero noise through use.
Loss of vegetation and landscaping	The location selected would require minimal vegetation removal and, as mentioned above, the final design would include a landscaping plan to enhance the area.
Detract from the natural beauty of family park environment	As above. The area will be landscaped to complement and enhance the area.
Additional traffic	The users of this facility cover a wide demographic. Some will ride to the facility or use it as they are passing on the existing shared pathway. Some users will access it by car however there is adequate parking in Water Street and Beach Road to accommodate any additional traffic.

According to the Tasmanian Mountain Bike Plan (2009), "... a number of suburban dirt jump facilities have been developed within the State in recent times, however, there is still demand for high quality facilities, particularly close to population centres (given that most usage is by young riders with limited transport options). According to the Strategy, cycling is an activity with high demand among persons under 15 years of age and indicates that there is a demand for BMX facilities in areas with a large number of young families."

In investigating the development of a DJPP the Council engaged Hobart-based company Dirt Art to provide a concept plan for the Park. Dirt Art has an in-house design team capable of producing a full range of designs for a range of pump tracks, dirt jump facilities and related infrastructure. Dirt Art is one of Australia's most prolific dirt park design and construction companies, having completed countless facilities right across Australia.

A director of Dirt Art visited Central Coast in late 2011 where several locations and designs were discussed, however, with the demographic that is likely to use such a facility the Fairway Park option was the one that was overwhelmingly favoured and selected.

Also, following discussions with the designer, the following comments were made in relation to the Park which also addresses some of the concerns in the submissions.

In terms of height and overall footprint, Fairway Park is in keeping with similar styles of facilities around Australia. The portion of open space that would be used in Fairway Park is small in the size of Fairway Park context and is sensitive and complementary to many other users of the space.

When professionally built and landscaped, these facilities are relatively appealing and public perception can be different than reality. The final design will include landscaping which would complement rather than detract from the visual amenity of the Park.

Unlike skate parks these facilities are used by pneumatic rubber tyred bikes etc. which results in almost zero noise generated through use. Passive user noise is generally less than that of a skate park and with this site neighbouring an existing skate park an increase in noise would not be an issue.

Whilst the facility is commonly known as a dirt jump and pump park, construction is carried out with gravel/granite material. There is a surfacing agent applied which is a natural wax emulsion to settle and bind the surface into a concrete-like material. This material seals in any fines meaning there is in reality zero dust issues. As well as eliminating dust, this process also ensures a much more sustainable surface in reducing maintenance, weeds etc.

The area proposed for the DJPP is a section of Fairway Park that is not used for any other activity, is low lying and has drainage issues during the winter period. The construction of the DJPP will enhance the area from this perspective.

This type of facility requires a discretionary Development Application to be submitted for planning approval and this will allow the community to have further input.

The second issue is the BSP which has been proposed by Enormity. The majority of comments received in relation to this were that it is a good idea

and should be located near the Robins Roost Playground as it was seen as complementary to those activities.

### *CONSULTATION*

As previously indicated, stakeholder consultation was undertaken on-site at Fairway Park on 27 February 2013 and also at the Ulverstone High School.

Community consultation was undertaken via The Advocate newspaper and the Council's website for the period from 30 November 2013 until 20 December 2013. Copies of the information were also available from the Council's Administration Centre and the Penguin Service Centre.

The petition and submissions were received as a consequence of the consultation.

As this proposal requires a Development Application to be submitted this affords another opportunity for the community to provide representations as part of that process.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

The estimated cost to provide the DJPP is \$100,000. Enormity estimated the cost of the provision of the BSP at \$90,000.

There have not been allocations made for these projects in the forward plans or the Long-term Financial Plan.

It is envisaged that the funding for the projects would be sourced from external funds.

The community consultation at this stage was to gauge the community's opinion on the proposed location of the DJPP and the BSP in Fairway Park.

### *CORPORATE COMPLIANCE*

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

#### The Shape of the Place

- Improve the value and use of open space

#### The Environment and Sustainable Infrastructure

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



- Council Sustainability and Governance
- Improve service provision.

*CONCLUSION*

It is recommended that following due consideration of the written submissions and petitions received, that:

- 1 The Council approve the location of the proposed Dirt Jump and Pump Park in Fairway Park as shown on Drawing No. 1702.04; and
- 2 The Council approve the location of the proposed Bike Safety Park in Fairway Park as shown on Drawing No. 1702.04.'

The Assets Group Leader's report is supported."

The Executive Services Officer reported as follows:

"Copies of Drawing No. 1702.04, the written submissions and petition have been circulated to all Councillors."

■ Cr Bloomfield moved and Cr van Rooyen seconded, "That:

- 1 The Council not proceed with the development of a Bike Dirt Jump and Pump Park in Fairway Park; and
- 2 The Council approve the location of the proposed Bike Safety Park in Fairway Park as shown on Drawing No. 1702.04 subject to discussions with and approval of the design layout by the relevant authority."

Continued after Minute No. 51/2014...

**51/2014 Public question time**

The time being 6.41pm, the Mayor introduced public question time.

Questions and replies concluded at 6.46pm.

**Minute No. 50/2014 continued...**

Voting for the motion

(3)

Cr Bloomfield

Cr (L) Bonde

Cr van Rooyen

Voting against the motion

(8)

Cr (J) Bonde

Cr Broad

Cr Carpenter

Cr Diprose

Cr Downie

Cr Howard

Cr Tongs

Cr Viney

Motion

Lost

■ Cr Broad moved and Cr Carpenter seconded, "That:

- 1 The Council approve the location of the proposed Dirt Jump and Pump Park in Fairway Park as shown on Drawing No. 1702.04; and
- 2 The Council approve the location of the proposed Bike Safety Park in Fairway Park as shown on Drawing No. 1702.04."

Voting for the motion

(8)

Cr (J) Bonde

Cr Broad

Cr Carpenter

Cr Diprose

Cr Downie

Cr Howard

Cr Tongs

Cr Viney

Voting against the motion

(3)

Cr Bloomfield

Cr (L) Bonde

Cr van Rooyen

Motion

Carried



## SCHEDULE OF CONTRACTS AND AGREEMENTS

(Other than those approved under the Common Seal)

Period: 1 to 31 October 2018

### *Contracts*

- . Contract for sale of property  
4 Arnold Street  
Penguin
- . Contract for sale of property  
Lot 1 Overall Street  
Sulphur Creek
- . Contract for sale of property  
Lot 2 Overall Street  
Sulphur Creek

### *Agreements*

- . Infrastructure Relocation and Works Agreement  
Tasmanian Networks Pty Ltd (TasNetworks) and Central Coast Council  
Quadrant Car Park East, Ulverstone – Case Number CS18-3414  
Cost of project – \$19,886.34 (incl. GST)
- . Grant Agreement (Building Better Regions Fund Infrastructure Projects Stream Round 2)  
Department of Industry, Innovation and Science and Central Coast Council  
Construction of the Ulverstone Museum and Art Gallery complex  
Amount of Grant – up to \$2,500,000 (plus GST if applicable)
- . Infrastructure Relocation and Works Agreement  
Tasmanian Networks Pty Ltd (TasNetworks) and Central Coast Council  
Quadrant Car Park East, Ulverstone – Case Number CS18-3414  
Cost of project – \$19,886.34 (incl. GST)
- . Licence Agreement  
APRA  
Public Performance Licence – Central Coast Council

- . Deed of variation of lease  
Department of Primary Industries, Parks, Water and Environment  
Crown land at Picnic Point, West Ulverstone
- . Tenancy Agreement  
Unit 5 Ganesway, 51-55 Queen Street, West Ulverstone
- . APH Agreement  
Unit 1, Alexandra Apartments  
9-11 Alexandra Road, Ulverstone
- . APH Agreement  
Unit 11 Coinda  
35-37 Main Street, Ulverstone
- . Occupancy Agreement  
52 Richardson Street, Ulverstone  
1 January 2019 to approx. January 2020



Sandra Ayton  
GENERAL MANAGER

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

Period: 16 October 2018 – 19 November 2018

*Documents for affixing of the common seal*

Nil

*Final plans of subdivision sealed under delegation*

- . Final Plan of Survey  
Explorer Drive, Turners Beach  
Application No. SUB2007.29
- . Final Plan of Survey  
15 Scurrah Street, Ulverstone (subdivision – 3 lots).  
Application No. DA217170
- . Final Plan of Survey  
2 Main Street, Ulverstone (boundary adjustments and amalgamation of Titles)  
Application No. 217245
- . Final Plan of Survey  
3 Alexandra Road, Ulverstone (subdivision and amalgamation of Titles)  
Application No. DA212158
- . Final Plan of Survey  
6 and 4 Charles Street, Ulverstone (subdivision 3 lots)  
Application No. DA217090
- . Final Plan of Survey  
38 Mission Hill Road, Penguin (subdivision 2 lots)  
Application No. DA216258



Sandra Ayton  
GENERAL MANAGER