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**Minutes of an ordinary meeting of the Central Coast Council held in the Council Chamber at the Administration Centre, 19 King Edward Street, Ulverstone on Monday, 15 April 2019 commencing at 6.00pm.**

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**Councillors attendance**

Cr Jan Bonde (Mayor)  
Cr John Beswick  
Cr Casey Hiscutt  
Cr Tony van Rooyen

Cr Garry Carpenter (Deputy Mayor)  
Cr Cheryl Fuller  
Cr Annette Overton

**Councillors apologies**

Cr Amanda Diprose  
Cr Philip Viney

**Employees attendance**

General Manager (Ms Sandra Ayton)  
Director Community Services (Mr Cor Vander Vlist)  
Director Organisational Services (Mr Bill Hutcheson)  
Executive Services Officer (Mrs Lou Brooke)

**Media attendance**

The Advocate newspaper.

**Public attendance**

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

**Prayer**

The meeting opened in prayer.

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## CONFIRMATION OF MINUTES OF THE COUNCIL

### 93/2019 Confirmation of minutes

The Executive Services Officer reported as follows:

“The minutes of the previous ordinary meeting of the Council held on 18 March 2019 have already been circulated. The minutes are required to be confirmed for their accuracy.

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

- Cr Hiscutt moved and Cr Overton seconded, “That the minutes of the previous ordinary meeting of the Council held on 18 March 2019 be confirmed.”

Carried unanimously

## COUNCIL WORKSHOPS

### 94/2019 Council workshops

The Executive Services Officer reported as follows:

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

- . 25.03.2019 – Vegetation Management Policy and Strategy; Overnight Stays Policy.
- . 08.04.2019 – Acknowledgement of Traditional Owners workshop – Reconciliation Tas; Quarterly update; Lovett/Trevor Streets intersection.

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

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

Carried unanimously

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## MAYOR'S COMMUNICATIONS

### 95/2019 Mayor's communications

The Mayor reported as follows:

"I have no communications at this time."

### 96/2019 Mayor's diary

The Mayor reported as follows:

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

- . Media launch for Dementia-Friendly Central Coast Inclusion Training
- . Tasmanian Water and Sewerage Corporations – Board Selection Committee meeting (Campbell Town)
- . Strategic Plan 2014–2024 Review – Turners Beach Information Evening
- . Bendigo Bank – meeting (via phone) with State Manager Regional Victoria and Tasmania re Ulverstone Branch closure
- . Radio community reports
- . No 34 Aboriginal Health Service – Close the Gap Day event and performed official unveiling of new Bush Tucker Garden
- . Council–community morning tea – Sulphur Creek and Preservation Bay
- . North–West Thunder Basketball – 2019 NBL1 season launch
- . Dementia-Friendly Central Coast – Connect Café
- . RACT – 50 Year Gold Medallion luncheon celebration (Devonport)
- . Switch Tasmania (Cradle Coast Innovation) – Board meeting
- . Slipstream Circus – meeting re building plans
- . Strategic Plan 2014–2024 Review – Penguin Information Evening
- . Local Government Association of Tasmania – General Meeting (Devonport)
- . Rotary Clubs of Ulverstone and Ulverstone West – meeting with Incoming Presidents re community projects
- . Penguin District School – various meetings re redevelopment plans
- . Dementia-Friendly Central Coast Inclusion Training
- . University of Tasmania – University Dinner (Burnie)
- . Wildcare Friends of the PCT – 40th Anniversary of the Penguin to Cradle Trail
- . Strategic Plan 2014–2024 Review – Ulverstone Information Evening
- . Central Coast Chamber of Commerce and Industry – Boscobel meet and greet
- . North West Ecofest Tasmania – performed official opening
- . Ulverstone Secondary College and Beacon Foundation – Tripod Enterprise Education mentoring program for year 7 students."

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The Deputy Mayor reported as follows:

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

- Ulverstone Cricket Club – Annual Dinner
- Ulverstone Bowls and Community Club – Annual Dinner.”

Cr Diprose reported as follows:

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

- Milestone celebration marking 40 years’ sales consultancy service.”

The Executive Services Officer reported as follows:

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

Carried unanimously

## **97/2019      Declarations of interest**

The Mayor reported as follows:

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

The Executive Services Officer reported as follows:

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

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

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

No interests were declared at this time.

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## COUNCILLOR REPORTS

### 98/2019 Councillor reports

The Executive Services Officer reported as follows:

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

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

Cr Overton reported on a recent meeting of the Central Coast Chamber of Commerce and Industry.

Cr Fuller reported on a recent meeting of the Riana Community Centre Advisory Committee.

## APPLICATIONS FOR LEAVE OF ABSENCE

### 99/2019 Leave of absence

The Executive Services Officer reported as follows:

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

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

There are no applications for consideration at this meeting.”

## DEPUTATIONS

### 100/2019 Deputations

The Executive Services Officer reported as follows:

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

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## PETITIONS

### 101/2019    Petitions

The Executive Services Officer reported as follows:

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

## COUNCILLORS' QUESTIONS

### 102/2019    Councillors' questions without notice

The Executive Services Officer reported as follows:

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

- '29 (1) A councillor at a meeting may ask a question without notice –
  - (a) of the chairperson; or
  - (b) through the chairperson, of –
    - (i) another councillor; or
    - (ii) the general manager.
- (2) In putting a question without notice at a meeting, a councillor must not –
  - (a) offer an argument or opinion; or
  - (b) draw any inferences or make any imputations –  
except so far as may be necessary to explain the question.
- (3) The chairperson of a meeting must not permit any debate of a question without notice or its answer.
- (4) The chairperson, councillor or general manager who is asked a question without notice at a meeting may decline to answer the question.

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- (5) The chairperson of a meeting may refuse to accept a question without notice if it does not relate to the activities of the council.
  - (6) Questions without notice, and any answers to those questions, are not required to be recorded in the minutes of the meeting.
  - (7) The chairperson may require a councillor to put a question without notice in writing.'

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

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

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

The allocation of topics ensued.

### **103/2019 Councillors' questions on notice**

The Executive Services Officer reported as follows:

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

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

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(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.”

#### **PUBLIC QUESTION TIME**

##### **104/2019 Public question time**

The Mayor reported as follows:

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

Public question time will be conducted as provided by the *Local Government (Meeting Procedures) Regulations 2015* and the supporting procedures adopted by the Council on 19 May 2014 (Minute No. 133/2014).”

##### **105/2019 Public questions taken on notice**

The Executive Services Officer reported as follows:

“No public questions were taken on notice from the 18 March 2019 meeting.”

##### **106/2019 Public questions on notice**

The Executive Services Officer reported as follows:

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

*‘Reg 31(1)A member of the public may give written notice to the general manager at least 7 days before an ordinary council meeting of a question to be asked at that meeting.’*

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

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Two questions on notice have been received from Mr. Trent Aitken of Heybridge (via email – 25 March 2019), the questions and the Councils responses are reproduced below:

*Question 1:*

Is the disabled car park and boundary fence on Blythe Street Heybridge legal?

*Response:*

The area in which the disabled car park sign is located forms part of what is a Road Reserve and as such parking is legal in this space. The Council is waiting on Crown Land Services to clarify ownership of the roadway so that issues relating to the disabled marker and the fence can be resolved as the Council understands that the fence itself would require the Crown's permission for it to be erected in this space.

The Council also understands that the disabled resident who owns the adjoining property has placed his property on the market and is planning to move out of the area which should assist in resolving this issue.

*Question 2:*

Where does the Central Coast Council expect emergency vehicles to turn around on Blythe Street, Heybridge?

*Response:*

There are a number of spaces located beside the privately-owned sheds located on the northern side of Blythe Street that are available to assist vehicles in turning around after entering Blythe Street.

Council staff discussed this issue with a number of Blythe Street residents who advised that they have not experienced any issue with this, they also advised that the Ambulance was called only a few weeks ago and they were able to successfully and safely negotiate Blythe Street at that time. The Council has contacted Ambulance Tasmania and they have confirmed that none of their drivers have reported an issue with accessing Blythe Street, Heybridge."

- Cr Carpenter moved and Cr Beswick seconded, "That Mr Aitkens questions on notice have been received by the Council and are noted.

Carried unanimously

**DEPARTMENTAL BUSINESS**

GENERAL MANAGEMENT

**107/2019 Minutes and notes of committees of the Council and other organisations**

The General Manager reported as follows:

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

- . Dial Park Management Committee – meeting held 5 February 2019
- . Central Coast Community Safety Partnership – meeting held 27 February 2019
- . Cradle Coast Authority representatives – meeting held – 28 February 2019
- . Central Coast Audit Panel – meeting held 26 March 2019
- . Central Coast Youth Engaged Steering Committee – meeting held 28 March 2019.

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

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

Carried unanimously

**108/2019 Customer Service Charter (71/2018 – 19.03.2018)**

The General Manager reported as follows:

“The Director Organisational Services has prepared the following report:

*PURPOSE*

The purpose of this report is to submit for review the Council’s Customer Service Charter (A copy of the updated Customer Service Charter is appended to this report).

*BACKGROUND*

The Council, at its meeting on 12 December 2005 (Minute No. 422/2005) adopted a Customer Service Charter (the Charter). The Charter is reviewed in accordance with legislative requirements and since its adoption and was last

reviewed following a Customer Service Process Review on 19 March 2018 (Minute No. 71/2018).

As part of our obligations under Section 339F(4) of the *Local Government Act 1993*, the Council is to review the Charter within 12 months after a council election.

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

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

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

*DISCUSSION*

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

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

In 2018, the Council undertook a Customer Service Process Review as part of its ongoing commitment to continuous improvement, this included a comprehensive review of the Charter. As part of this review the focus was on the use of simplified information.

In accordance with legislation the next review will occur in two years.

Any changes that were made to this Charter were minor in nature and did not impact on the intent or the timeframes of the document.

### *CONSULTATION*

Consultation with all staff occurred as part of this review.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

The implementation of this policy will have no impact on the resources of the Council.

### *CORPORATE COMPLIANCE*

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

Council Sustainability and Governance

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

### *CONCLUSION*

It is recommended that the Council adopt the Customer Service Charter dated April 2019.'

The report is supported.”

The Executive Services Officer reported as follows:

“A copy of the Customer Service Charter dated April 2019 has been circulated to all Councillors.”

- Cr Beswick moved and Cr van Rooyen seconded, “That the revised Customer Service Charter – April 2019 (a copy being appended to and forming part of the minutes) be adopted.”

Carried unanimously

## **109/2019      Quarterly Performance Report – 2018–2019 Annual Plan progress**

The General Manager reported as follows:

*"PURPOSE*

The purpose of this report is to present a Quarterly Performance Report on progress with the Council's 2018–2019 Annual Plan.

*BACKGROUND*

The Council's 2018–2019 Annual Plan and Budget Estimates were adopted by the Council at its Ordinary meeting on Monday, 25 June 2018 in accordance with the requirements of the *Local Government Act 1993*.

*DISCUSSION*

The Quarterly Performance Report to Council provides an update on the progress of strategic actions included in the Council's 2018–2019 Annual Plan. Strategies and Actions are listed in Departmental order and provide information on the Department responsible for the action, each action's status, including progress comments, and the estimated percentage completed against the action's targets for the financial year. A copy of the Quarterly Performance Report to Council – 31 March 2019 is appended.

Some of the Annual Plans' actions achieved over the third quarter include:

- . The adoption and implementation of the Council's Strategic Risk Register and formation of a Risk committee;
- . Secured Federal grant funding of \$6.5m. for remediation of the Penguin Foreshore;
- . Considerable public consultation and surveying has been undertaken and the draft Climate Change Action Plan is currently being finalised;
- . Formation of a Reference Group and Project Plan for Stage One of the Leven River and Gawler River Development Plan;
- . Appointment of ARTAS for the design phase of the Ulverstone Cultural Precinct;
- . Commencement of Strategic Plan 2014–2024 review including community engagement processes.

*CONSULTATION*

Consultation is not required on this report.

## GENERAL MANAGEMENT

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### *RESOURCE, FINANCIAL AND RISK IMPACTS*

Other than staff time there is no impact on Council resources.

### *CORPORATE COMPLIANCE*

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

#### Council Sustainability and Governance

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

### *CONCLUSION*

It is recommended that the Council receive the Quarterly Performance Report on progress with the 2018–2019 Annual Plan as at 31 March 2019.”

The Executive Services Officer reported as follows:

“A copy of the Quarterly Performance Report to Council – 31 March 2019 has been circulated to all Councillors.”

- Cr van Rooyen moved and Cr Fuller seconded, “That Council receive the Quarterly Performance Report on progress with the 2018–2019 Annual Plan as at 31 March 2019.”

Carried unanimously

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**110/2019 Statutory determinations**

The Director Community Services reported as follows:

“A Schedule of Statutory Determinations made during the month of March 2019 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reported as follows:

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

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

Carried unanimously

**111/2019 Council acting as a planning authority**

The Mayor reported as follows:

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

The Director Community Services has submitted the following report:

‘If any such actions arise out of Agenda Item 10.6, they are to be dealt with by the Council acting as a planning authority under the *Land Use Planning and Approvals Act 1993*.’”

The Executive Services Officer reported as follows:

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

■ Cr Fuller moved and Cr van Rooyen seconded, “That the Mayor’s report be received.”

Carried unanimously

**112/2019 Residential (two lot subdivision and multiple dwellings x two) – one internal allotment, variation to orientation of lots, car parking standards and setback of existing development from rear boundary of a lot with shared frontage at 22 Henslowes Road, Ulverstone – Application No. DA2018189**

The Director Community Services reported as follows:

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

<i>DEVELOPMENT APPLICATION NO.:</i>	DA2018189
<i>PROPOSAL:</i>	Residential (two lot subdivision and multiple dwellings x two) – one internal allotment, variation to orientation of lots, car parking standards and setback of existing development from rear boundary of a lot with shared frontage
<i>APPLICANT:</i>	n+b design
<i>LOCATION:</i>	22 Henslowes Road, Ulverstone
<i>ZONE:</i>	General Residential
<i>PLANNING INSTRUMENT:</i>	<i>Central Coast Interim Planning Scheme 2013</i> (the Scheme)
<i>ADVERTISED:</i>	6 March 2019
<i>REPRESENTATIONS EXPIRY DATE:</i>	21 March 2019
<i>REPRESENTATIONS RECEIVED:</i>	One
<i>42-DAY EXPIRY DATE:</i>	30 April 2019
<i>DECISION DUE:</i>	15 April 2019

*PURPOSE*

The purpose of this report is to consider an application for two types of development, each to be assessed on its own merits, on land at 22 Henslowes Road, Ulverstone. The proposal includes:

- . subdivision of land to form two lots; and
- . the construction of two multiple dwellings on proposed Lot B.

Accompanying the report are the following documents:

- . Annexure 1 – location plan;
- . Annexure 2 – application documentation;
- . Annexure 3 – representation;
- . Annexure 4 – TasWater Submission to Planning Authority Notice;
- . Annexure 5 – photographs; and

- Annexure 6 – Statements of Compliance from Road Authority and Stormwater Authority.

*BACKGROUND*

*Development description –*

*(a) Subdivision –*

Application is made to subdivide a 3,341m<sup>2</sup> residential allotment to create two lots.

Lot A would comprise 2,495m<sup>2</sup> and would be an internal ‘battle-axe’ allotment with a 3.81m wide access strip and frontage to Henslowes Road. Lot A would accommodate an existing weatherboard, single-storey dwelling and a separate three car garage.

Lot B would comprise 846m<sup>2</sup> and would have a 23.68m wide frontage to Henslowes Road. It is proposed that two multiple dwellings be constructed on Lot B.

*(b) Multiple dwellings x two on Lot B –*

Dwelling 1 and Dwelling 2 are of identical design. Both buildings would have a floor area of 151m<sup>2</sup> comprising an internal single car garage, three bedrooms, one with ensuite, and an open plan kitchen, living, dining area that would open onto an 8.58m<sup>2</sup> undercover, north facing alfresco area.

*Site description and surrounding area –*

The subject site is a large 3,341m<sup>2</sup> residential allotment located in the established area of Henslowes Road, Ulverstone.

The property overlooks a strip of Crown land that adjoins the Leven River.

The land, that gently slopes from Henslowes Road down to the border with Crown land, currently accommodates a 312m<sup>2</sup> single-storey weatherboard dwelling and outbuilding within the grounds of a large, well established garden. The dwelling is constructed to the northern river front end of the land.

The land is serviced with water and sewer infrastructure.

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

*History -*

No history relevant to this application.

*DISCUSSION*

The subdivision proposal is assessed separately to the multiple dwelling proposal.

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

**General Residential – Subdivision to form two lots**

CLAUSE	COMMENT
<b>10.3.1 Discretionary Permit Use</b>	
<p>10.3.1–(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 use on adjacent land in the zone.</p>	<p>Not applicable.</p> <p>Residential Use Class is Permitted.</p>
<b>10.3.2 Impact of Use</b>	
<p>10.3.2–(A1) Permitted non-residential use must adjoin at least one residential use on the same street frontage.</p>	<p>Not applicable.</p> <p>Residential Use Class.</p>
<p>10.3.2–(A2) Permitted non-residential use must not generate more than 40 average daily vehicle movements.</p>	<p>Not applicable.</p> <p>Residential Use Class.</p>

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<p>10.3.2–(A3) Other than for emergency services, residential, and visitor accommodation, hours of operation must be between 6.00am and 9.00pm.</p>	<p>Not applicable. Use is residential.</p>
<p><b>10.4.1 Residential density for multiple dwellings</b></p>	
<p>10.4.1–(A1) Multiple dwellings must have a site area per dwelling of not less than:</p> <p>(a) 325m<sup>2</sup>; or</p> <p>(b) if within a density area specified in Table 10.4.1 below and shown on the planning scheme maps, that specified for the density area.</p>	<p>Not applicable. Subdivision to create two lots.</p>
<p><b>10.4.2 Setbacks and building envelope for all dwellings</b></p>	
<p>10.4.2–(A1) Unless within a building area, a dwelling, excluding protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m into the frontage setback, must have a setback from a frontage that is:</p> <p>(a) if the frontage is a primary frontage, at least 4.5m, or, if the setback from the primary frontage is less than 4.5m, not less than the setback, from the</p>	<p>(a) Compliant. Setback of existing dwelling on Lot A from primary frontage would be 70m.</p> <p>(b) Not applicable. No secondary frontage.</p> <p>(c) Not applicable. Satisfied by (a).</p> <p>(d) Not applicable. Land does not abut the Bass Highway.</p>

<p>primary frontage, of any existing dwelling on the site; or</p> <p>(b) if the frontage is not a primary frontage, at least 3.0m, or, if the setback from the frontage is less than 3.0m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site; or</p> <p>(c) if for a vacant site with existing dwellings on adjoining sites on the same street, not more than the greater, or less than the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or</p> <p>(d) if the development is on land that abuts a road specified in Table 10.4.2, at least that specified for the road.</p>	
<p>10.4.2-(A2) A garage or carport must have a setback from a primary frontage of at least:</p> <p>(a) 5.5m, or alternatively 1.0m behind the façade of the dwelling; or</p>	<p>(a) Compliant. Existing garage/shed on Lot A would be setback 40m from Henslowes Road.</p> <p>(b) Not applicable. Satisfied by (a).</p> <p>(c) Not applicable. Satisfied by (a).</p>

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<p>(b) the same as the dwelling façade, if a portion of the dwelling gross floor area is located above the garage or carport; or</p> <p>(c) 1.0m, if the natural ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10.0m from the frontage.</p>	
<p>10.4.2-(A3) A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m horizontally beyond the building envelope, must:</p> <p>(a) be contained within a building envelope (refer to Diagrams 10.4.2A, 10.4.2B, 10.4.2C and 10.4.2D) determined by:</p> <p>(i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a lot with an adjoining frontage; and</p> <p>(ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3.0m above natural ground level at the side boundaries and a distance of 4.0m from the rear</p>	<p>(a)(i) Non-compliant. Existing outbuilding would not be contained within required building envelope 10.4.2D. Existing shed would be setback 1.5m from the rear boundary of a lot (Lot B) with an adjoining frontage.</p> <p>(a)(ii) Non-compliant. Existing outbuilding would not be contained within required building envelope 10.4.2D. Existing shed would be setback 1.5m from the rear boundary of a lot (Lot B) with an adjoining frontage.</p> <p>Refer to “Issues” section of this report.</p> <p>(b)(i) Not applicable. No buildings within 0.2m of a side boundary of adjoining lots.</p> <p>(b)(ii) Not applicable. Side setbacks of the existing dwelling and shed would not be altered by the subdivision.</p>

<p>boundary to a building height of not more than 8.5m above natural ground level; and</p> <p>(b) only have a setback within 1.5m of a side boundary if the dwelling:</p> <p>(i) does not extend beyond an existing building built on or within 0.2m of the boundary or the adjoining lot; or</p> <p>(ii) does not exceed a total length of 9.0m or one-third the length of the side boundary (whichever is the lesser).</p>	
<p><b>10.4.3 Site coverage and private open space for all dwellings</b></p>	
<p>10.4.3-(A1) Dwellings must have:</p> <p>(a) a site coverage of not more than 50% (excluding eaves up to 0.6m); and</p> <p>(b) for multiple dwellings, a total area of private open space of not less than 60.0m<sup>2</sup> associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</p>	<p>(a) Compliant. Land area of Lot A would be 2,495m<sup>2</sup>. Existing single dwelling would not exceed 50% site coverage.</p> <p>(b) Site coverage of proposed development would be 42%.</p> <p>(c) Not applicable. Assessment of the subdivision.</p>

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<p>(c) a site area of which at least 25% of the site area is free from impervious surfaces.</p>	
<p>10.4.3-(A2) A dwelling must have an area of private open space that:</p> <p>(a) is in one location and is at least:</p> <p>(i) 24.0m<sup>2</sup>; or</p> <p>(ii) 12.0m<sup>2</sup>, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(b) has a minimum horizontal dimension of:</p> <p>(i) 4.0m; or</p> <p>(ii) 2.0m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(c) is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and</p>	<p>(a)(i) Compliant. The existing dwelling on Lot A would have 1,051m<sup>2</sup> of private open space.</p> <p>(a)(ii) Not applicable. Assessment of proposal for subdivision.</p> <p>(b)(i) Compliant. Private open space area of existing dwelling would have a minimum horizontal dimension of 45m.</p> <p>(b)(ii) Not applicable. Satisfied by (b)(i).</p> <p>(c) Compliant. Private open space would be directly accessible from habitable rooms.</p> <p>(d) Compliant. Private open space areas are to the north of the existing dwelling.</p> <p>(e) Compliant. Private open space is not located between the existing dwelling and the primary frontage.</p> <p>(f) Compliant. Land has gentle slope no steeper than 1:10.</p>

<p>(d) is not located to the south, south-east or south-west of the dwelling, unless the area receives at least three hours of sunlight to 50% of the area between 9.00am and 3.00pm on 21 June; and</p> <p>(e) is located between the dwelling and the frontage, only if the frontage is orientated between 30 degrees west of north and 30 degrees east of north, excluding any dwelling located behind another on the same site; and</p> <p>(f) has a gradient not steeper than 1 in 10; and</p> <p>(g) is not used for vehicle access or parking.</p>	<p>(g) Compliant. Private open space areas are clear of vehicle access and parking areas.</p>
<p><b>10.4.4 Sunlight and overshadowing for all dwellings</b></p>	
<p>10.4.4-(A1) A dwelling must have at least one habitable room (other than a bedroom) in which there is a window that faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A).</p>	<p>Compliant.</p> <p>Subdivision proposal would not impact on sunlight and overshadowing of existing dwelling.</p>
<p>10.4.4-(A2) A multiple dwelling that is to the north of a window of a habitable room (other than a bedroom) of another dwelling on the same site, which window faces between 30 degrees west of north and 30 degrees east of</p>	<p>Not applicable.</p> <p>Assessment of subdivision proposal.</p>

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

<p>required in accordance with A2 or P2 of subclause 10.4.3, must be in accordance with (a) or (b), unless excluded by (c):</p> <p>(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4C):</p> <ul style="list-style-type: none"> <li>(i) at a distance of 3.0m from the northern edge of the private open space; and</li> <li>(ii) vertically to a height of 3.0m above natural ground level and then at an angle of 45 degrees from the horizontal.</li> </ul> <p>(b) The multiple dwelling does not cause 50% of the private open space to receive less than three hours of sunlight between 9.00am and 3.00pm on 21 June.</p> <p>(c) That part, of a multiple dwelling, consisting of:</p> <ul style="list-style-type: none"> <li>(i) an outbuilding with a building height no more than 2.4m; or</li> <li>(ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6m from the multiple dwelling.</li> </ul>	<p>Assessment of subdivision proposal.</p>
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<b>10.4.5 Width of openings for garages and carports for all dwellings</b>	
10.4.5-(A1) A garage or carport within 12.0m of a primary frontage (whether the garage or carport is free-standing or part of the dwelling) must have a total width of openings facing the primary frontage of not more than 6.0m or half the width of the frontage (whichever is the lesser).	Compliant. Existing outbuilding has a 10m opening and would be setback 40m from frontage.
<b>10.4.6 Privacy for all dwellings</b>	
<p>10.4.6-(A1) A balcony, deck, roof terrace, parking space, or carport (whether freestanding or part of the dwelling), that has a finished surface or floor level more than 1.0m above natural ground level must have a permanently fixed screen to a height of at least 1.7m above the finished surface or floor level, with a uniform transparency of no more than 25%, along the sides facing a:</p> <p>(a) side boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 3.0m from the side boundary; and</p> <p>(b) rear boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 4.0m from the rear boundary; and</p>	<p>Not applicable.</p> <p>Existing dwelling on Lot A not in excess of 1m above natural ground level.</p>

<p>(c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is at least 6.0m:</p> <ul style="list-style-type: none"> <li>(i) from a window or glazed door, to a habitable room of the other dwelling on the same site; or</li> <li>(ii) from a balcony, deck, roof terrace or the private open space, of the other dwelling on the same site.</li> </ul>	
<p>10.4.6-(A2) A window or glazed door, to a habitable room, of a dwelling, that has a floor level more than 1.0m above the natural ground level, must be in accordance with (a), unless it is in accordance with (b):</p> <p>(a) The window or glazed door:</p> <ul style="list-style-type: none"> <li>(i) is to have a setback of at least 3.0m from a side boundary; and</li> <li>(ii) is to have a setback of at least 4.0m from a rear boundary; and</li> <li>(iii) if the dwelling is a multiple dwelling, is to be at least 6.0m from a window or glazed door,</li> </ul>	<p>Not applicable.</p> <p>Existing dwelling on Lot A not in excess of 1m above natural ground level.</p>

<p>to a habitable room, of another dwelling on the same site; and</p> <p>(iv) if the dwelling is a multiple dwelling, is to be at least 6.0m from the private open space of another dwelling on the same site.</p> <p>(b) The window or glazed door:</p> <p>(i) is to be offset, in the horizontal plane, at least 1.5m from the edge of a window or glazed door, to a habitable room of another dwelling; or</p> <p>(ii) is to have a sill height of at least 1.7m above the floor level or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level; or</p> <p>(iii) is to have a permanently fixed external screen for the full length of the window or glazed door, to a height of at least 1.7m above floor level, with a uniform transparency of not more than 25%.</p>	
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<p>10.4.6–(A3) A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of at least:</p> <p>(a) 2.5m; or</p> <p>(b) 1.0m if:</p> <p>(i) it is separated by a screen of at least 1.7m in height; or</p> <p>(ii) the window, or glazed door, to a habitable room has a sill height of at least 1.7m above the shared driveway or parking space, or has fixed obscure glazing extending to a height of at least 1.7m above the floor level.</p>	<p>Not applicable.</p> <p>Assessment of proposed subdivision.</p>
<p><b>10.4.7 Frontage fences for all dwellings</b></p>	
<p>10.4.7–(A1) A fence (including a free-standing wall) within 4.5m of a frontage must have a height above natural ground level of not more than:</p> <p>(a) 1.2m if the fence is solid; or</p>	<p>Not applicable.</p> <p>No front fence proposed.</p>

<p>(b) 1.8m, if any part of the fence that is within 4.5m of a primary frontage has openings above a height of 1.2m which provide a uniform transparency of not less than 30% (excluding any posts or uprights).</p>	
<p><b>10.4.8 Waste storage for multiple dwellings</b></p>	
<p>10.4.8-(A1) A multiple dwelling must have a storage area, for waste and recycling bins, that is an area of at least 1.5m<sup>2</sup> per dwelling and is within one of the following locations:</p> <p>(a) in an area for the exclusive use of each dwelling, excluding the area in front of the dwelling; or</p> <p>(b) in a communal storage area with an impervious surface that:</p> <p>(i) has a setback of at least 4.5m from a frontage; and</p> <p>(ii) is at least 5.5m from any dwelling; and</p> <p>(iii) is screened from the frontage and any dwelling by a wall to a height of at least 1.2m above the finished surface level of the storage area.</p>	<p>Not applicable.</p> <p>Assessment of proposed subdivision.</p>

<b>10.4.9 Suitability of a site or lot for use or development</b>	
<p>10.4.9-(A1) A site or each lot on a plan of subdivision must:</p> <p>(a) have an area of not less than 330m<sup>2</sup> excluding any access strip; and</p> <p>(b) if intended for a building, contain a building area of not less than 10.0m x 15.0m:</p> <p>(i) clear of any applicable setback from a frontage, side or rear boundary;</p> <p>(ii) clear of any applicable setback from a zone boundary;</p> <p>(iii) clear of any registered easement;</p> <p>(iv) clear of any registered right of way benefiting other land;</p> <p>(v) clear of any restriction imposed by a Utility;</p> <p>(vi) not including an access strip;</p> <p>(vii) accessible from a frontage or access strip;</p>	<p>(a) Compliant. Lot A would have an area of 2,495m<sup>2</sup>. Lot B would have an area of 846m<sup>2</sup>.</p> <p>(b)(i) Non-compliant. The existing dwelling would satisfy side and front boundary setbacks. However, existing garage would not be clear of the new rear boundary setback that would be shared with Lot B.</p> <p>Refer to “Issues” section of this report.</p> <p>(b)(ii) Compliant. Lot A adjoins an Environmental Management zone boundary however this zone does not require an applicable setback.</p> <p>(b)(iii) Not applicable. No registered easements.</p> <p>(b)(iv) Not applicable. No registered right of way.</p> <p>(b)(v) No applicable. No utility infrastructure on the land.</p> <p>(b)(vi) Compliant. Development would be clear of future access strip.</p> <p>(b)(vii) Compliant. Lots would be accessible from Henslowes Road.</p>

<p>and</p> <p>(viii) if a new residential lot, with a long axis within the range 30 degrees east of north and 20 degrees west of north.</p>	<p>(b)(viii) Non-compliant. New allotment Lot B would have a long north-south axis.</p> <p>Refer to "Issues" section of this report.</p>
<p>10.4.9-(A2) A site or each lot on a subdivision plan must have a separate access from a road –</p> <p>(a) across a frontage over which no other land has a right of access; and</p> <p>(b) if an internal lot, by an access strip connecting to a frontage over land not required as the means of access to any other land; or</p> <p>(c) by a right of way connecting to a road –</p> <p>(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>(a) Compliant. Lots A and B would have frontage to Henslowes Road.</p> <p>(b) Compliant. Lot A would have an access strip not required as a means of access to any other land.</p> <p>(c)(i) Not applicable. Satisfied by (b).</p> <p>(c)(ii) Not applicable. Satisfied by (b).</p> <p>(d)(i) Compliant. Width of primary frontage for Lot A (single dwelling) would be 3.81m wide and Lot B, 23.68m wide.</p> <p>(d)(ii) Compliant. Width of primary frontage for Lot A (single dwelling) would be 3.81m wide and Lot B, 23.68m wide.</p> <p>(e) Compliant. Lots A and B are capable of a legal access to Henslowes Road.</p>

<p>(d) with a width of frontage and any access strip or right of way of not less than –</p> <p>(i) 3.6m for a single dwelling development; or</p> <p>(ii) 6.0m for multiple dwelling development or development for a non-residential use; and</p> <p>(e) the relevant road authority in accordance with the <i>Local Government (Highways) Act 1982</i> or the <i>Roads and Jetties Act 1935</i> must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a proposed subdivision plan.</p>	
<p>10.4.9–(A3) A site or each lot on a plan of subdivision must be capable of connecting to a water supply provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>.</p>	<p>Compliant.</p> <p>Lot B is able to connect to the reticulated water system. The Council’s Planning Permit would require compliance with TasWater’s approval.</p>
<p>10.4.9–(A4) A site or each lot on a plan of subdivision must be capable of draining and disposing of sewage and wastewater to a sewage system provided in accordance</p>	<p>Compliant.</p>

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<p>with the <i>Water and Sewerage Industry Act 2008</i>.</p>	<p>Lot B is able to connect to the reticulated sewerage system. Connection would need to be in compliance with TasWater's approval.</p>
<p>10.4.9-(A5) A site or each lot on a plan of subdivision must be capable of draining and disposing of stormwater to a stormwater system provided in accordance with the <i>Urban Drainage Act 2013</i>.</p>	<p>Compliant.</p> <p>Lot B is able to connect to the reticulated stormwater system. The Council's Planning Permit would require compliance with its approval as a Stormwater Authority issued as a Statement of Compliance.</p>
<p><b>10.4.10 Dwelling density for single dwelling development</b></p>	
<p>10.4.10-(A1)</p> <p>(a) The site area per dwelling for a single dwelling must -</p> <p>(i) be not less than 325m<sup>2</sup>.</p>	<p>Not applicable.</p> <p>No single dwelling development.</p>

<p><b>10.4.11 Development other than a single or multiple dwelling.</b></p>	
<p><b>10.4.11.1 Location and configuration of development</b></p>	
<p>10.4.11.1-(A1) The wall of 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 and not more than the setbacks for any existing building on 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> <li>(f) not less than 50.0m if the site abuts the Bass Highway.</li> </ul>	<p>Not applicable.</p> <p>Development is for residential subdivision.</p>
<p>10.4.11.1-(A2) All buildings must be contained within a building envelope determined by –</p> <ul style="list-style-type: none"> <li>(a) the applicable frontage setback;</li> </ul>	<p>Not applicable.</p> <p>Development is for residential subdivision.</p>

<p>(b) a distance of not less than 4.0m from the rear boundary or if an internal lot, a distance of 4.5m from the boundary abutting the rear boundary of the adjoining frontage site;</p> <p>(c) projecting a line at an angle of 45 degrees from the horizontal at a height of 3.0m above natural ground level at each side boundary and at a distance of 4.0m from the rear boundary to a building height of not more than 8.5m above natural ground level if walls are setback –</p> <p>(i) not less than 1.5m from each side boundary; or</p> <p>(ii) less than 1.5m from a side boundary if –</p> <p>a. built against an existing wall of an adjoining building; or</p> <p>b. the wall or walls –</p> <p>i. have the lesser of a total length of 9.0m or one-third of the boundary with the adjoining land;</p>	
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<p>ii. there is no door or window in the wall of the building; and</p> <p>iii. overshadowing does not result in 50% of the private open space of an adjoining dwelling receiving less than 3 hours of sunlight between 9.00am and 3.00pm on 21 June.</p> <p>(d) in accordance with any building envelope shown on a sealed plan of subdivision.</p>	
<p>10.4.11.1-(A3) Site coverage must:</p> <p>(a) not be more than 50%; or</p> <p>(b) not be more than any building area shown on a sealed plan.</p>	<p>Not applicable.</p> <p>Development is for residential subdivision.</p>
<p>10.4.11.1-(A4) A garage, carport or external parking area and any area for the display, handling, or storage of goods, materials or waste, must be located behind the primary frontage of a building.</p>	<p>Not applicable.</p> <p>Development is for residential subdivision.</p>
<p>10.4.11.1-(A5) Other than for a dwelling, the total width of openings in the frontage elevation of a garage or carport</p>	<p>Not applicable.</p> <p>Development is for residential subdivision.</p>

<p>(whether freestanding or part of any other building) must be the lesser of:</p> <ul style="list-style-type: none"> <li>(a) 6.0m; or</li> <li>(b) half the width of the frontage.</li> </ul>	
<p><b>10.4.11.2 Visual and acoustic privacy for residential development</b></p>	
<p>10.4.11.2-(A1) A door or window to a habitable room or any part of a balcony, deck, roof garden, parking space or carport of a building must:</p> <ul style="list-style-type: none"> <li>(a) if the finished floor level is more than 1.0m above natural ground level: <ul style="list-style-type: none"> <li>(i) be not less than 6.0m from any door, window, balcony, deck, or roof garden in a dwelling on the same site;</li> <li>(ii) be not less than 3.0m from a side boundary;</li> <li>(iii) be not less than 4.0m from a rear boundary; and</li> </ul> </li> </ul>	<p>Not applicable.</p> <p>Development is for residential subdivision.</p>

<p>(iv) if an internal lot, be not less than 4.5m from the boundary abutting a rear boundary of an adjacent frontage site; or</p> <p>(b) if less than the setbacks in clause A1(a):</p> <p>(i) be off-set by not less than 1.5m from the edge of any door or window of another dwelling;</p> <p>(ii) have a window sill height of not less than 1.8m above floor level;</p> <p>(iii) have fixed glazing or screening with a uniform transparency of not more than 25% in that part of a door or window less than 1.7m above floor level; or</p> <p>(iv) have a fixed and durable external screen other than vegetation of not less than 1.8m height above the floor level with a uniform transparency of not more than 25% for the full width of the door, window, balcony, deck, roof garden, parking space, or carport.</p>	
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<p>10.4.11.2–(A2) An access strip or shared driveway, including any pedestrian pathway and parking area, must be separated by a distance of not less than 1.5m horizontally and 1.5m vertically from the door or window to a dwelling or any balcony, deck, or roof garden in a dwelling.</p>	<p>Not applicable. Development is for residential subdivision.</p>
<p><b>10.4.11.3 Frontage fences</b></p>	
<p>10.4.11.3–(A1) The height of a fence, including any supporting retaining wall, on or within a frontage setback must be:</p> <p>(a) not more than 1.2m if the fence is solid; or</p> <p>(b) not more than 1.8m provided that part of the fence above 1.2m has openings that provide a uniform transparency of not less than 30%.</p>	<p>Not applicable. No front fence proposed.</p>
<p><b>10.4.12 Setback of development for sensitive use</b></p>	
<p>10.4.12–(A1) A building containing a sensitive use must be contained within a building envelope determined by:</p> <p>(a) the setback distance from the zone boundary as shown in the Table to this clause; and</p>	<p>(a) Not applicable. No applicable zone boundary. (b) Not applicable. No applicable zone boundary.</p>

<p>(b) projecting upward and away from the zone boundary at an angle of 45 degrees above the horizontal from a wall height of 3.0m at the required setback distance from the zone boundary.</p>	
<p>10.4.12-(A2) Development for a sensitive use must be not less than 50.0m from:</p> <p>(a) Bass Highway;</p> <p>(b) a railway;</p> <p>(c) land designated in the planning scheme for future road or rail purposes; or</p> <p>(d) a proclaimed wharf area.</p>	<p>(a) Compliant. Development would be approximately 97m from the Bass Highway.</p> <p>(b) Compliant. Development would be approximately 960m from a railway line.</p> <p>(c) Not applicable. No land designated for future road or rail.</p> <p>(d) Not applicable. The nearest proclaimed wharf area is in Devonport approximately 15km to the east.</p>
<p><b>10.4.13 Subdivision</b></p>	
<p>10.4.13-(A1) Each new lot on a plan of subdivision must be -</p> <p>(a) intended for residential use;</p> <p>(b) a lot required for public use by the State government, a Council, a Statutory authority or a corporation all</p>	<p>(a) Compliant. Lots A and B would accommodate residential use.</p> <p>(b) Not applicable. Lots are not required for public use by the State Government, a Council or a Statutory authority.</p>

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

<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>	
E9.5.1-(A1) Provision for parking must be:  (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;	(a) Compliant. Table E9A requires two car parking spaces for a residential dwelling. Existing dwelling on Lot A has a three car garage on site.

<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>Not applicable for residential development of a single dwelling or multiple dwellings.</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>Compliant by a Condition to be placed on the Permit.</p>
<p>E9.6.2 A1.2 Other than for development for a single dwelling in the General Residential, Low Density Residential, Urban Mixed Use and Village zones, the layout of vehicle parking area, loading area, circulation aisle and manoeuvring area must –</p> <p>(a) Be in accordance with AS/NZS 2890.1 (2004) – Parking Facilities – Off-Street Car Parking;</p> <p>(b) Be in accordance with AS/NZS 2890.2 (2002) Parking</p>	<p>Not applicable to existing single dwelling.</p>

<p>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 General Residential.</p>

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<b>E10 Water and Waterways Code</b>	Not applicable. Site is 80m from Leven River.
<b>Specific Area Plans</b>	No Specific Area Plans apply to this location.

**General Residential – Multiple dwellings x two**

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

<p>10.3.2-(A2) Permitted non-residential use must not generate more than 40 average daily vehicle movements.</p>	<p>Not applicable. Use is Residential.</p>
<p>10.3.2-(A3) Other than for emergency services, residential, and visitor accommodation, hours of operation must be between 6.00am and 9.00pm.</p>	<p>Not applicable. Use is Residential.</p>
<p><b>10.4.1 Residential density for multiple dwellings</b></p>	
<p>10.4.1-(A1) Multiple dwellings must have a site area per dwelling of not less than:</p> <p>(a) 325m<sup>2</sup>; or</p> <p>(b) if within a density area specified in Table 10.4.1 below and shown on the planning scheme maps, that specified for the density area.</p>	<p>(a) Compliant. Site area per dwelling is 423m<sup>2</sup>.</p> <p>(b) Not applicable. No Table to this Clause.</p>
<p><b>10.4.2 Setbacks and building envelope for all dwellings</b></p>	
<p>10.4.2-(A1) Unless within a building area, a dwelling, excluding protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m into the frontage setback, must have a setback from a frontage that is:</p>	<p>(a) Compliant. Dwelling 1 and 2 would be setback 12.43m from Henslowes Road.</p> <p>(b) Not applicable. Satisfied by (a).</p>

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<p>(a) if the frontage is a primary frontage, at least 4.5m, or, if the setback from the primary frontage is less than 4.5m, not less than the setback, from the primary frontage, of any existing dwelling on the site; or</p> <p>(b) if the frontage is not a primary frontage, at least 3.0m, or, if the setback from the frontage is less than 3.0m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site; or</p> <p>(c) if for a vacant site with existing dwellings on adjoining sites on the same street, not more than the greater, or less than the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or</p> <p>(d) if the development is on land that abuts a road specified in Table 10.4.2, at least that specified for the road.</p>	<p>(c) Not applicable. Satisfied by (a).</p> <p>(d) Not applicable. Land does not abut the Bass Highway.</p>
<p>10.4.2-(A2) A garage or carport must have a setback from a primary frontage of at least:</p>	<p>(a) Compliant. Garages for Dwellings 1 and 2 would be setback 12.43m from Henslowes Road.</p> <p>(b) Not applicable. Satisfied by (a).</p>

<p>(a) 5.5m, or alternatively 1.0m behind the façade of the dwelling; or</p> <p>(b) the same as the dwelling façade, if a portion of the dwelling gross floor area is located above the garage or carport; or</p> <p>(c) 1.0m, if the natural ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10.0m from the frontage.</p>	<p>(c) Not applicable. Satisfied by (a).</p>
<p>10.4.2-(A3) A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m horizontally beyond the building envelope, must:</p> <p>(a) be contained within a building envelope (refer to Diagrams 10.4.2A, 10.4.2B, 10.4.2C and 10.4.2D) determined by:</p> <p>(i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a lot with an adjoining frontage; and</p>	<p>(a)(i) Compliant. Dwellings 1 and 2 would be contained within required frontage setback and building envelope.</p> <p>(a)(ii) Compliant. Dwellings 1 and 2 would have wall heights to 3m projecting at an angle of 45° with 4m setbacks from rear boundary of Lot B.</p> <p>(b)(i) Not applicable. There are no existing buildings built on or within 0.2m of the boundary of adjoining lots.</p> <p>(b)(ii) Compliant. Dwelling 1 would be constructed to within 1.5m of a side boundary. Dwelling 2 would be constructed to within 910mm of side boundary for a length of 6.9m.</p>

<p>(ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3.0m above natural ground level at the side boundaries and a distance of 4.0m from the rear boundary to a building height of not more than 8.5m above natural ground level; and</p> <p>(b) only have a setback within 1.5m of a side boundary if the dwelling:</p> <p>(i) does not extend beyond an existing building built on or within 0.2m of the boundary or the adjoining lot; or</p> <p>(ii) does not exceed a total length of 9.0m or one-third the length of the side boundary (whichever is the lesser).</p>	
<p><b>10.4.3 Site coverage and private open space for all dwellings</b></p>	
<p>10.4.3-(A1) Dwellings must have:</p> <p>(a) a site coverage of not more than 50% (excluding eaves up to 0.6m); and</p> <p>(b) for multiple dwellings, a total area of private open space of not less than 60.0m<sup>2</sup> associated with each</p>	<p>(a) Compliant. Land area of Lot B would be 846m<sup>2</sup>. Total site coverage of proposed development would be approximately 35%.</p>

<p>dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(c) a site area of which at least 25% of the site area is free from impervious surfaces.</p>	<p>(b) Compliant. The site is capable of providing both dwellings with an area of 60m<sup>2</sup> of private open space associated with each dwelling.</p> <p>(c) Compliant. Area free from impervious surfaces would be 25%.</p>
<p>10.4.3–(A2) A dwelling must have an area of private open space that:</p> <p>(a) is in one location and is at least:</p> <p>(i) 24.0m<sup>2</sup>; or</p> <p>(ii) 12.0m<sup>2</sup>, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(b) has a minimum horizontal dimension of:</p> <p>(i) 4.0m; or</p> <p>(ii) 2.0m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level</p>	<p>(a)(i) Compliant. The dwellings would have private open space area in one location of approximately 44m<sup>2</sup>.</p> <p>(a)(ii) Not applicable. No finished floor levels that would be more than 1.8m above finished ground level.</p> <p>(b)(i) Compliant. Private open space areas would have a minimum horizontal dimension of 10m.</p> <p>(b)(ii) Not applicable. Satisfied by (b)(i).</p> <p>(c) Compliant. Private open space would be directly accessible from habitable rooms.</p> <p>(d) Compliant. Private open space areas are to the north of proposed dwellings.</p> <p>(e) Compliant. Private open space is not located between the dwellings and the primary frontage.</p>

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<p>(excluding a garage, carport or entry foyer); and</p> <p>(c) is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and</p> <p>(d) is not located to the south, south-east or south-west of the dwelling, unless the area receives at least three hours of sunlight to 50% of the area between 9.00am and 3.00pm on 21 June; and</p> <p>(e) is located between the dwelling and the frontage, only if the frontage is orientated between 30 degrees west of north and 30 degrees east of north, excluding any dwelling located behind another on the same site; and</p> <p>(f) has a gradient not steeper than 1 in 10; and</p> <p>(g) is not used for vehicle access or parking.</p>	<p>(f) Compliant. Land has a grade less than 1:10.</p> <p>(g) Compliant. Private open space areas would be clear of vehicle access and parking areas.</p>
<p><b>10.4.4 Sunlight and overshadowing for all dwellings</b></p>	
<p>10.4.4-(A1) A dwelling must have at least one habitable room (other than a bedroom) in which there is a window that faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A).</p>	<p>Compliant.</p> <p>Habitable rooms face north.</p>

<p>10.4.4–(A2) A multiple dwelling that is to the north of a window of a habitable room (other than a bedroom) of another dwelling on the same site, which window faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A), must be in accordance with (a) or (b), unless excluded by (c):</p> <p>(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4B):</p> <ul style="list-style-type: none"> <li>(i) at a distance of 3.0m from the window; and</li> <li>(ii) vertically to a height of 3.0m above natural ground level and then at an angle of 45 degrees from the horizontal.</li> </ul> <p>(b) The multiple dwelling does not cause the habitable room to receive less than three hours of sunlight between 9.00am and 3.00pm on 21 June.</p> <p>(c) That part, of a multiple dwelling, consisting of:</p> <ul style="list-style-type: none"> <li>(i) an outbuilding with a building height no more than 2.4m; or</li> </ul>	<p>Not applicable.</p> <p>No multiple dwelling located to the north of another.</p>
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<p>(ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6m horizontally from the multiple dwelling.</p>	
<p>10.4.4-(A3) A multiple dwelling, that is to the north of the private open space, of another dwelling on the same site, required in accordance with A2 or P2 of subclause 10.4.3, must be in accordance with (a) or (b), unless excluded by (c):</p> <p>(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4C):</p> <p>(i) at a distance of 3.0m from the northern edge of the private open space; and</p> <p>(ii) vertically to a height of 3.0m above natural ground level and then at an angle of 45 degrees from the horizontal.</p> <p>(b) The multiple dwelling does not cause 50% of the private open space to receive less than three hours of sunlight between 9.00am and 3.00pm on 21 June.</p> <p>(c) That part, of a multiple dwelling, consisting of:</p>	<p>Not applicable.</p> <p>Not multiple dwelling development.</p>

<p>(i) an outbuilding with a building height no more than 2.4m; or</p> <p>(ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6m from the multiple dwelling.</p>	
<p><b>10.4.5 Width of openings for garages and carports for all dwellings</b></p>	
<p>10.4.5-(A1) A garage or carport within 12.0m of a primary frontage (whether the garage or carport is free-standing or part of the dwelling) must have a total width of openings facing the primary frontage of not more than 6.0m or half the width of the frontage (whichever is the lesser).</p>	<p>Compliant. Garages for Dwellings 1 &amp; 2 would be setback 12.43m from frontage to Henslowes Road.</p>
<p><b>10.4.6 Privacy for all dwellings</b></p>	
<p>10.4.6-(A1) A balcony, deck, roof terrace, parking space, or carport (whether freestanding or part of the dwelling), that has a finished surface or floor level more than 1.0m above natural ground level must have a permanently fixed screen to a height of at least 1.7m above the finished surface or floor level, with a uniform transparency of no more than 25%, along the sides facing a:</p>	<p>Not applicable.</p> <p>No balcony, deck, roof terrace, parking space, or carport that has a finished surface or floor level more than 1m above natural ground level.</p>

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<p>(a) side boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 3.0m from the side boundary; and</p> <p>(b) rear boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 4.0m from the rear boundary; and</p> <p>(c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is at least 6.0m:</p> <p style="padding-left: 20px;">(i) from a window or glazed door, to a habitable room of the other dwelling on the same site; or</p> <p style="padding-left: 20px;">(ii) from a balcony, deck, roof terrace or the private open space, of the other dwelling on the same site.</p>	
<p>10.4.6-(A2) A window or glazed door, to a habitable room, of a dwelling, that has a floor level more than 1.0m above the natural ground level, must be in accordance with (a), unless it is in accordance with (b):</p> <p>(a) The window or glazed door:</p>	<p>(a)(i) Non-compliant. The habitable third bedroom of Dwelling 2 would be greater than 1m above natural ground level and would be 2.11m from the eastern side boundary.</p>

<ul style="list-style-type: none"> <li>(i) is to have a setback of at least 3.0m from a side boundary; and</li> <li>(ii) is to have a setback of at least 4.0m from a rear boundary; and</li> <li>(iii) if the dwelling is a multiple dwelling, is to be at least 6.0m from a window or glazed door, to a habitable room, of another dwelling on the same site; and</li> <li>(iv) if the dwelling is a multiple dwelling, is to be at least 6.0m from the private open space of another dwelling on the same site.</li> </ul> <p>(b) The window or glazed door:</p> <ul style="list-style-type: none"> <li>(i) is to be offset, in the horizontal plane, at least 1.5m from the edge of a window or glazed door, to a habitable room of another dwelling; or</li> <li>(ii) is to have a sill height of at least 1.7m above the floor level or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level; or</li> </ul>	<ul style="list-style-type: none"> <li>(a)(ii) Compliant. Habitable rooms would be setback 4m from the rear boundary of Lot B.</li> <li>(a)(iii) Not compliant. The dining room window of Dwelling 2 would be greater than 1 m above natural ground level and would be directly opposite, and 3m from, the third bedroom window of Dwelling 1.</li> <li>(a)(iv) Complaint. The third bedroom window of Dwelling 1 would be 6m from the private open space area of Dwelling 2.</li> <li>(b)(i) Non-compliant. Performance Criteria not able to be satisfied by (a) or (b).</li> <li>(b)(ii) Non-compliant. Performance Criteria not able to be satisfied by (a) or (b).</li> <li>(b)(iii) Non-compliant. Performance Criteria not able to be satisfied by (a) or (b)</li> </ul> <p>Refer to “Issues” section of this report.</p>
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<p>(iii) is to have a permanently fixed external screen for the full length of the window or glazed door, to a height of at least 1.7m above floor level, with a uniform transparency of not more than 25%.</p>	
<p>10.4.6-(A3) A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of at least:</p> <p>(a) 2.5m; or</p> <p>(b) 1.0m if:</p> <p>(i) it is separated by a screen of at least 1.7m in height; or</p> <p>(ii) the window, or glazed door, to a habitable room has a sill height of at least 1.7m above the shared driveway or parking space, or has fixed obscure glazing extending to a height of at least 1.7m above the floor level.</p>	<p>Not applicable.</p> <p>Shared driveway and parking spaces are not located between multiple dwellings.</p>

<b>10.4.7 Frontage fences for all dwellings</b>	
<p>10.4.7-(A1) A fence (including a free-standing wall) within 4.5m of a frontage must have a height above natural ground level of not more than:</p> <p>(a) 1.2m if the fence is solid; or</p> <p>(b) 1.8m, if any part of the fence that is within 4.5m of a primary frontage has openings above a height of 1.2m which provide a uniform transparency of not less than 30% (excluding any posts or uprights).</p>	<p>Not applicable.</p> <p>No front fence proposed.</p>
<b>10.4.8 Waste storage for multiple dwellings</b>	
<p>10.4.8-(A1) A multiple dwelling must have a storage area, for waste and recycling bins, that is an area of at least 1.5m<sup>2</sup> per dwelling and is within one of the following locations:</p> <p>(a) in an area for the exclusive use of each dwelling, excluding the area in front of the dwelling; or</p> <p>(b) in a communal storage area with an impervious surface that:</p> <p>(i) has a setback of at least 4.5m from a frontage; and</p>	<p>(a) Compliant. Located in an area for the exclusive use of each dwelling, excluding the area in front of each dwelling.</p> <p>(b) Not applicable. Satisfied by (a).</p>

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<ul style="list-style-type: none"> <li>(ii) is at least 5.5m from any dwelling; and</li> <li>(iii) is screened from the frontage and any dwelling by a wall to a height of at least 1.2m above the finished surface level of the storage area.</li> </ul>	
<p><b>10.4.9 Suitability of a site or lot for use or development</b></p>	
<p>10.4.9-(A1) A site or each lot on a plan of subdivision must:</p> <ul style="list-style-type: none"> <li>(a) have an area of not less than 330m<sup>2</sup> excluding any access strip; and</li> <li>(b) if intended for a building, contain a building area of not less than 10.0m x 15.0m:             <ul style="list-style-type: none"> <li>(i) clear of any applicable setback from a frontage, side or rear boundary;</li> <li>(ii) clear of any applicable setback from a zone boundary;</li> <li>(iii) clear of any registered easement;</li> <li>(iv) clear of any registered right of way benefiting</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>(a) Compliant. The site is suitable for multiple dwelling development. Refer to the assessment for subdivision section of this report.</li> <li>(b) Compliant. The site is suitable for multiple dwelling development. Refer to the assessment for subdivision section of this report.</li> </ul>

<p>other land;</p> <p>(v) clear of any restriction imposed by a Utility;</p> <p>(vi) not including an access strip;</p> <p>(vii) accessible from a frontage or access strip; and</p> <p>(viii) if a new residential lot, with a long axis within the range 30 degrees east of north and 20 degrees west of north.</p>	
<p>10.4.9–(A2) A site or each lot on a subdivision plan must have a separate access from a road –</p> <p>(a) across a frontage over which no other land has a right of access; and</p> <p>(b) if an internal lot, by an access strip connecting to a frontage over land not required as the means of access to any other land; or</p> <p>(c) by a right of way connecting to a road –</p> <p>(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</p>	<p>(a) Compliant. The site is suitable for multiple dwelling development. Refer to the assessment for subdivision section of this report.</p> <p>(b) Compliant. The site is suitable for multiple dwelling development. Refer to the assessment for subdivision section of this report.</p> <p>(c) Compliant. The site is suitable for multiple dwelling development. Refer to the assessment for subdivision section of this report.</p> <p>(d) Compliant. Lot B is suitable for multiple dwelling development.</p>

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<p>part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and</p> <p>(d) with a width of frontage and any access strip or right of way of not less than –</p> <p>(i) 3.6m for a single dwelling development; or</p> <p>(ii) 6.0m for multiple dwelling development or development for a non-residential use; and</p> <p>(e) the relevant road authority in accordance with the <i>Local Government (Highways) Act 1982</i> or the <i>Roads and Jetties Act 1935</i> must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a proposed subdivision plan.</p>	<p>(e) Compliant. Refer to Statements of Compliance from Road Authority and Stormwater Authority.</p>
<p>10.4.9-(A3) A site or each lot on a plan of subdivision must be capable of connecting to a water supply provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>.</p>	<p>Compliant.</p> <p>The site is able to connect to the reticulated water system.</p>

<p>10.4.9–(A4) A site or each lot on a plan of subdivision must be capable of draining and disposing of sewage and wastewater to a sewerage system provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>.</p>	<p>Compliant. The site is able to connect to the reticulated sewerage system.</p>
<p>10.4.9–(A5) A site or each lot on a plan of subdivision must be capable of draining and disposing of stormwater to a stormwater system provided in accordance with the <i>Urban Drainage Act 2013</i>.</p>	<p>Compliant. The site is able to connect to the reticulated stormwater system.</p>
<p><b>10.4.10 Dwelling density for single dwelling development</b></p>	
<p>10.4.10–(A1) (a) The site area per dwelling for a single dwelling must – (i) be not less than 325m<sup>2</sup>.</p>	<p>Not applicable. The development is for multiple dwellings.</p>
<p><b>10.4.11 Development other than a single or multiple dwelling.</b></p>	
<p><b>10.4.11.1 Location and configuration of development</b></p>	
<p>10.4.11.1–(A1) The wall of a building must be set back from a frontage –</p>	<p>Not applicable. Proposed development is for multiple dwellings.</p>

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<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 and not more than the setbacks for any existing building on 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> <li>(f) not less than 50.0m if the site abuts the Bass Highway.</li> </ul>	
<p>10.4.11.1-(A2) All buildings must be contained within a building envelope determined by –</p> <ul style="list-style-type: none"> <li>(a) the applicable frontage setback;</li> <li>(b) a distance of not less than 4.0m from the rear boundary or if an internal lot, a distance of 4.5m from the boundary abutting the rear boundary of the adjoining frontage site;</li> </ul>	<p>Not applicable.</p> <p>Proposed development is for multiple dwellings.</p>

<p>(c) projecting a line at an angle of 45 degrees from the horizontal at a height of 3.0m above natural ground level at each side boundary and at a distance of 4.0m from the rear boundary to a building height of not more than 8.5m above natural ground level if walls are setback –</p> <p>(i) not less than 1.5m from each side boundary; or</p> <p>(ii) less than 1.5m from a side boundary if –</p> <p>a. built against an existing wall of an adjoining building; or</p> <p>b. the wall or walls –</p> <p>i. have the lesser of a total length of 9.0m or one-third of the boundary with the adjoining land;</p> <p>ii. there is no door or window in the wall of the building; and</p> <p>iii. overshadowing does not result in 50% of the private open space of an adjoining dwelling</p>	
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<p>receiving less than 3 hours of sunlight between 9.00am and 3.00pm on 21 June.</p> <p>(d) in accordance with any building envelope shown on a sealed plan of subdivision.</p>	
<p>10.4.11.1-(A3) Site coverage must:</p> <p>(a) not be more than 50%; or</p> <p>(b) not be more than any building area shown on a sealed plan.</p>	<p>Not applicable.</p> <p>Proposed development is for multiple dwellings.</p>
<p>10.4.11.1-(A4) A garage, carport or external parking area and any area for the display, handling, or storage of goods, materials or waste, must be located behind the primary frontage of a building.</p>	<p>Not applicable.</p> <p>Proposed development is for multiple dwellings.</p>
<p>10.4.11.1-(A5) Other than for a dwelling, the total width of openings in the frontage elevation of a garage or carport (whether freestanding or part of any other building) must be the lesser of:</p> <p>(a) 6.0m; or</p> <p>(b) half the width of the frontage.</p>	<p>Not applicable.</p> <p>Proposed development is for multiple dwellings.</p>

<b>10.4.11.2 Visual and acoustic privacy for residential development</b>	
<p>10.4.11.2-(A1) A door or window to a habitable room or any part of a balcony, deck, roof garden, parking space or carport of a building must:</p> <p>(a) if the finished floor level is more than 1.0m above natural ground level:</p> <ul style="list-style-type: none"> <li>(i) be not less than 6.0m from any door, window, balcony, deck, or roof garden in a dwelling on the same site;</li> <li>(ii) be not less than 3.0m from a side boundary;</li> <li>(iii) be not less than 4.0m from a rear boundary; and</li> <li>(iv) if an internal lot, be not less than 4.5m from the boundary abutting a rear boundary of an adjacent frontage site; or</li> </ul> <p>(b) if less than the setbacks in clause A1(a):</p> <ul style="list-style-type: none"> <li>(i) be off-set by not less than 1.5m from the edge of any door or window of another dwelling;</li> </ul>	<p>Not applicable.</p> <p>Proposed development is for multiple dwellings.</p>

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<ul style="list-style-type: none"> <li>(ii) have a window sill height of not less than 1.8m above floor level;</li> <li>(iii) have fixed glazing or screening with a uniform transparency of not more than 25% in that part of a door or window less than 1.7m above floor level; or</li> <li>(v) have a fixed and durable external screen other than vegetation of not less than 1.8m height above the floor level with a uniform transparency of not more than 25% for the full width of the door, window, balcony, deck, roof garden, parking space, or carport.</li> </ul>	
<p>10.4.11.2-(A2) An access strip or shared driveway, including any pedestrian pathway and parking area, must be separated by a distance of not less than 1.5m horizontally and 1.5m vertically from the door or window to a dwelling or any balcony, deck, or roof garden in a dwelling.</p>	<p>Not applicable. Proposed development is for multiple dwellings.</p>
<p><b>10.4.11.3 Frontage fences</b></p>	
<p>10.4.11.3-(A1) The height of a fence, including any supporting retaining wall, on or within a frontage setback must be:</p>	<p>Not applicable. Proposed development is for multiple dwellings.</p>

<p>(a) not more than 1.2m if the fence is solid; or</p> <p>(b) not more than 1.8m provided that part of the fence above 1.2m has openings that provide a uniform transparency of not less than 30%.</p>	
<p><b>10.4.12 Setback of development for sensitive use</b></p>	
<p>10.4.12-(A1) A building containing a sensitive use must be contained within a building envelope determined by:</p> <p>(a) the setback distance from the zone boundary as shown in the Table to this clause; and</p> <p>(b) projecting upward and away from the zone boundary at an angle of 45 degrees above the horizontal from a wall height of 3.0m at the required setback distance from the zone boundary.</p>	<p>(a) Not applicable. No zone boundary setback applicable to this development.</p> <p>(b) Not applicable. No zone boundary setback applicable to this development.</p>
<p>10.4.12-(A2) Development for a sensitive use must be not less than 50.0m from:</p> <p>(a) Bass Highway;</p> <p>(b) a railway;</p>	<p>(a) Compliant. Development would be approximately 140m from the Bass Highway.</p> <p>(b) Compliant. Development would be approximately 1.3km from a railway line.</p> <p>(c) Not applicable. No land designated for future road or rail.</p>

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<p>(c) land designated in the planning scheme for future road or rail purposes; or</p> <p>(d) a proclaimed wharf area.</p>	<p>(d) Not applicable. The nearest proclaimed wharf area is in Devonport approximately 15km to the east.</p>
<p><b>10.4.13 Subdivision</b></p>	
<p>10.4.13-(A1) Each new lot on a plan of subdivision must be -</p> <p>(a) intended for residential use;</p> <p>(b) a lot required for public use by the State government, a Council, a Statutory authority or a corporation all the 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>Assessment of proposed multiple dwellings.</p>
<p>10.4.13-(A2) A lot, other than a lot to which A1(b) applies, must not be an internal lot</p>	<p>Not applicable.</p> <p>Assessment of proposed multiple dwellings.</p>
<p><b>10.4.14 Reticulation of an electricity supply to new lots on a plan of subdivision</b></p>	
<p>10.4.14-(A1) Electricity reticulation and site connections must be installed underground.</p>	<p>Not applicable.</p> <p>Assessment of proposed multiple dwellings.</p>
<p style="text-align: center;">CODES</p>	

<b>E1 Bushfire-Prone Areas Code</b>	Not applicable. Assessment of proposed multiple dwellings.
<b>E2 Airport Impact Management Code</b>	Not applicable. No Code in the Scheme.
<b>E3 Clearing and Conversion of Vegetation Code</b>	Not applicable. No clearing or conversion of vegetation.
<b>E4 Change in Ground Level Code</b>	Not applicable. No change in ground level greater than 1m or retaining walls closer than 1m and higher than 0.5m.
<b>E5 Local Heritage Code</b>	Not applicable. No Local Heritage Code in the Scheme.
<b>E6 Hazard Management Code</b>	Not applicable. Not within a hazard mapped area.
<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. Table E9A requires two car parking spaces for a residential dwelling and one visitor car park for every three multiple dwellings. Development comprises two car parking spaces per dwelling. However, no visitor car parking is proposed.</p> <p>Refer to “Issues” section of this 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>Not applicable to residential development.</p>
<b>E9.6 Development Standards</b>	

<b>E9.6.2 Design of vehicle parking and loading areas</b>	
E9.6.2 A1.1 All development must provide for the collection, drainage and disposal of stormwater; and	Compliant by a Condition to be placed on the Permit.
<p>E9.6.2 A1.2 Other than for development for a single dwelling in the General Residential, Low Density Residential, Urban Mixed Use and Village zones, the layout of vehicle parking area, loading area, circulation aisle and manoeuvring area must –</p> <p>(a) Be in accordance with AS/NZS 2890.1 (2004) – Parking Facilities – Off-Street Car Parking;</p> <p>(b) Be in accordance with AS/NZS 2890.2 (2002) Parking Facilities – Off-Street Commercial Vehicles;</p> <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>(a) Compliant. Application demonstrates that manoeuvrability n-site is in accordance with Australian Standards.</p> <p>(b) to (d) Not applicable to residential development.</p> <p>(e) Complaint. Car parking spaces able to be access from shared internal driveway.</p> <p>(f) Compliant. Vehicles able to egress and exit in a forward manner.</p> <p>(g) Compliant. Conditions outlined within the Permit.</p>

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<p>(f) Provide for the forward movement and passing of all vehicles within the site other than if entering or leaving a loading or parking space; and</p> <p>(g) Be formed and constructed with compacted sub-base and an all-weather surface.</p>	
<p>E9.6.2-(A2) Design and construction of an access strip and vehicle circulation, movement and standing areas for use or development on land within the Rural Living, Environmental Living, Open Space, Rural Resource, or Environmental Management zones must be in accordance with the principles and requirements for in the current edition of Unsealed Roads Manual – Guideline for Good Practice ARRB.</p>	<p>Not applicable.</p> <p>Land is zoned General Residential.</p>
<p><b>E10 Water and Waterways Code</b></p>	<p>Not applicable. Site is approximately 130m from Leven River.</p>
<p><b>Specific Area Plans</b></p>	<p>No Specific Area Plans apply to this location.</p>

*Issues –*

*1 Setback of outbuilding from the rear boundary –*

The Scheme's Acceptable Solution 10.4.2–(A3) requires that a dwelling, including outbuildings with a wall height greater than 2.4m, be contained within a building envelope incorporating a setback distance of 4m from the rear boundary of a lot with a shared frontage. The proposal seeks a variation to this standard.

The subdivision would result in the existing outbuilding on Lot A having a new setback of 1.8m from the rear boundary of Lot B.

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

- (a) not cause unreasonable loss of amenity by
  - (i) reduction of sunlight to a habitable room of a dwelling on an adjoining lot; or
  - (ii) overshadowing the private open space of a dwelling on an adjoining lot; or
  - (iii) overshadowing of an adjoining vacant lot; or
  - (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and
- (b) provide separation between dwellings on adjoining lots that is compatible with the prevailing in the surrounding area.

*Overshadowing –*

The proposal is accompanied by shadow diagrams that demonstrate on 21 June the existing outbuilding would overshadow areas of private open space of the proposed multiple dwellings. However, the enclosed alfresco areas and habitable rooms would not be overshadowed. The shading of open space areas would move throughout the day, with each dwelling sharing a proportion of shadow effect.

It is considered that any overshadowing that did occur would not result in an unreasonable loss of sunlight to habitable rooms or private open space areas.

*Visual Impact –*

The outbuilding is located 400mm lower than the proposed multiple dwelling development, separated by an existing 400mm high retaining wall. The outbuilding would not result in a negative impact on the streetscape of Henslowes Road. However, the gable roof outline of the garage would be quite visible from the proposed multiple dwellings. The location of the outbuilding, that is to be setback 1.8m from the proposed boundary, together with the 4m setback of the new dwellings, would result in a cluster of buildings separated by 5.8m. It is considered the location would impose a visual impact on the proposed development. However, the setback is greater than that experienced in urban areas, where garages are constructed to the side boundary and adjoining dwellings are often setback 1.5m from side boundaries.

*Pattern of Separation –*

The pattern of separation between residential buildings in the Henslowes Road area is much greater than is evident in other urban areas of Ulverstone. This is due to the historic pattern settlement in this area, characterised by large lot sizes accommodating single dwellings. However, the current Scheme does not uphold these characteristics, and the proposal before the Planning Authority satisfies Scheme standards for lot size and dwelling density in the General Residential zone.

2 *Variation to car parking standards –*

The Scheme's E9 Traffic Generating Use and Parking Code requires that two on-site car parking spaces be provided for each dwelling and one visitor space for every three dwellings. A parking space is defined in the Code as "an area allocated and marked out for the parking of one vehicle and includes any manoeuvring space and access to it." This means the development needs to make provision for five car parking spaces, including car park access space and manoeuvring area so vehicles can egress from the site in a forward direction.

The application does not meet Code standards for car parking.

The development proposes one internal garage space and one external car park for each dwelling. However, the proposal does not include a visitor car parking space, with visitors required to park in Henslowes Road.

Performance Criteria E9.5.1-(P1) requires that the Council be satisfied that:

- “(a) It must be unnecessary or unreasonable to require arrangements for the provision of vehicle parking; or
- (b) Adequate and appropriate provision must be made for vehicle parking to meet –
  - (i) anticipated requirement for the type, scale, and intensity of the use;
  - (ii) likely needs and requirements of site users; and
  - (iii) likely type, number, frequency, and duration of vehicle parking demand.”

It is considered that the proposed parking and manoeuvring arrangements would be acceptable given the limited number and frequency of vehicular movements on the site. The development of two dwellings will not result in any material increase in traffic entering and exiting Henslowes Road, and it is considered to be acceptable that visitors be required to park on the roadway, in front of the dwellings.

### 3 *Privacy for all dwellings*

The Schemes Acceptable Solution 10.4.6 requires that habitable rooms that have a floor area greater than 1m above natural ground level must be designed to allow for privacy to adjoining multiple dwellings and adjoining land. The proposed multiple dwelling development seeks a variation to this standard.

The third bedroom of Dwelling 2 would be greater than 1m above natural ground level and would be 2.11m from the eastern side boundary of Lot B. This is considered to be acceptable, as the side boundary adjoins the access strip to Lot A that would be 3.81m wide. This means that the window would be 5.92m from adjoining land that may accommodate future residential development.

Further, the dining room window of Dwelling 2 would be greater than 1m above natural ground level and would be directly opposite, and 3m from, the third bedroom window of Dwelling 1. The Scheme requires a 6m separation to provide privacy to adjoining habitable rooms and private open space areas, or that the windows be otherwise designed.

Following a preliminary assessment of the proposal, the applicant was asked to address this Scheme standard. However, subsequent plans have failed to demonstrate an alternate design solution. A condition is to be placed on the Permit, requiring that windows that are greater than 1m above natural ground level and less than 6m apart, be screened or otherwise designed or located so that there is no loss of privacy from these habitable rooms.

4 *Subdivision to create an internal allotment –*

The Scheme's Acceptable Solution 10.4.13–(A2) requires that subdivision in the General Residential zone must not result in an internal lot (Scheme Amendment 7 February 2017). The proposed Lot A would be an internal lot.

Assessment Performance Criteria 10.4.13–(P2) states:

“An internal lot on a plan of subdivision must be:

- (i) reasonably required for the efficient use of land as a result of a restriction on the layout of lots with a frontage imposed by:
  - a. slope, shape, orientation and topography of land;
  - b. an established pattern of lots and development;
  - c. connection to the road network;
  - d. connection to available or planned utilities;
  - e. a requirement to protect ecological, scientific, historic, cultural or aesthetic values, including vegetation or a watercourse; or
  - f. exposure to an unacceptable level of risk from a natural hazard; and
- (ii) without likely impact on the amenity of adjacent land”.

The proposal to create an internal allotment needs to meet one of the criteria stated above and not create a negative impact on the amenity of adjoining land.

The proposed division of land is to accommodate the existing dwelling that is on-site, whilst allowing for the division of a large parcel of residential land. The existing dwelling is located 65m from the primary frontage, close to the boundary with Crown land and the Leven River. The proposal allows for the existing internal driveway to become a legal form of frontage and access to Henslowes Road.

The creation of an internal allotment with an access strip meets the standard required for vehicular access to the road network. It is considered the creation of the internal allotment would not impact on the amenity of adjacent land, with the land areas proposed for each lot satisfying the Scheme's standards for allotment size and shape in the General Residential zone.

5 *Local Government (Building and Miscellaneous Provisions) Act 1993 –*

The *Local Government (Building and Miscellaneous Provisions) Act 1993 (LGBMP)* provides that the Council may refuse to approve a plan of subdivision if it is of the opinion that the road and likely pedestrian network is unsuitable, the lot cannot be satisfactorily serviced or that the lots by reason of their shape, size or contours are unsuitable for accommodation of a building envelope.

The proposed subdivision has demonstrated that it is able to satisfy the land characteristic matters required under LGBMP.

*Public Open Space Contributions Policy 2019 –*

Central Coast Council, in January 2019, ratified the Public Open Space Contributions Policy 2019 (POS).

The Policy was developed with consideration to the contemporary legislative requirements to do with the approval of subdivisions under LGBMP and for the approval of permits for development, including subdivision, under the Scheme.

There is a clear statutory basis for a Council to require open space to be created in the course of approving a subdivision where a Council has formed a view that open space would be desirable. Similarly, a

Council can, where it has formed the view that the mandatory provision of open space is not warranted, instead require the subdivider to make a mandatory cash contribution to the Council in lieu of the provision of open space land.

LGBMP Section 117 provides that instead of requiring the provision of public open space, a Council can require the payment of a cash sum. It is specially provided that this amount is to be held by the Council "for the acquisition or improvement of land for public open space for the benefit of the inhabitants of the Municipal area". The cash in lieu contribution does not need to be locality specific. This is because an increased density of lots for dwellings would create a greater demand for new and improved public areas, including both District and Regional areas, and thus these areas can be part funded by a cash-in-lieu contribution.

No requirement for the dedication of open space land has been identified by the Council in the assessment of the division of land at 22 Henslowes Road, Ulverstone. Consequently, a cash-in-lieu amount is to be paid for the acquisition or improvement of land for District and Regional public open space for the benefit of the inhabitants of the Municipal area.

The methodology for determining the value of the contribution, for a subdivision of five lots or less, is that the 5% contribution is to be determine based on the current value of the land as determined by the Valuer General.

The POS Contribution for the proposed new Lot B would be \$2,089.00.

*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 Statements of Compliance from the Council in its capacity as the Road Authority and Stormwater Authority.

TasWater	Submission to Planning Authority Notice TWDA 2019/00286-CC dated 26 March 2019
Department of State Growth	Referral not required.
Environment Protection Authority	Referral not required.
TasRail	Refer to representation received.
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.

*Representation -*

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

The representation is summarised and responded to as follows:

MATTER RAISED	RESPONSE
1 The Henslowes Road streetscape includes windbreaks and large established trees. Allowing development in front yards will destroy this streetscape.	The pattern of separation between residential buildings in the Henslowes Road area is much greater than is evident in other urban areas of Ulverstone. This is due to the historic pattern settlement in this area, characterised by large lot sizes accommodating single dwellings and large gardens.

	<p>However, the current Scheme does not uphold or protect these characteristics and the proposal before the Planning Authority satisfies Scheme standards for residential lot size and dwelling density in the General Residential zone.</p>
<p>2 High density housing such as is proposed is more suitable to streets adjoining the CBD. A precedent will be set for adhoc development in the Central Coast region.</p>	<p>As stated above, the proposal satisfies Scheme standards in relation to dwelling density in the General Residential zone.</p>

*RESOURCE, FINANCIAL AND RISK IMPACTS*

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

*CORPORATE COMPLIANCE*

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

The Environment and Sustainable Infrastructure

- Develop and manage sustainable built infrastructure.

*CONCLUSION*

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

The variation to the rear setback of the outbuilding would not result in a negative impact on the amenity of adjoining land.

The land is zoned General Residential.

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

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

It is considered the Objective of the zone and 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 Residential (two lot subdivision and multiple dwellings x two) – one internal allotment, variation to orientation of lots, car parking standards and setback of existing development from rear boundary of a lot with shared frontage at 22 Henslowes Road, Ulverstone be approved subject to the following conditions and notes:

**SUBDIVISION**

- 1 The development must be substantially in accordance with the draft plan by n+b design, Project No. P18074, Sheet No. A103 dated 7 February 2019.
- 2 The development must be in accordance with the conditions of TasWater's Submission to Planning Authority Notice, Reference No. TWDA 2019/00286-CC dated 26 March 2019 (copy attached).
- 3 The development must be in accordance with the conditions of the Statement of Compliance for Vehicular Access and Drainage Access dated 28 March 2019 issued by the Council acting in its capacity as the Road Authority and the Stormwater Authority (copy attached).
- 4 A cash-in-lieu of public open space contribution payment of \$2,089.00 representing 5% of the unimproved value of Lot B. The cash-in-lieu contribution must be paid prior to the sealing of the Final Survey Plan.
- 5 Prior to the sealing of a Final Survey Plan, Hydro Tasmania are to advise that the proximity of existing hydroelectricity poles means that no

additional installations, other than a line direct to a new dwelling from an existing pole, would be required for installation of an electrical service to Lot B.

#### **MULTIPLE DWELLINGS**

- 6 The development must be substantially in accordance with the plans by n+b design, Project No. P18074, Sheets A101, A102, A104, A105, A107, A108, A109, A110, A111, A112, Revision A dated 7 February 2018 and Sheets U100, U101, U102, U200, U201, U202, Revision A dated 15 December 2018, unless modified by a condition of this Permit.
- 7 The dining room window of Dwelling 2 and the third bedroom window of Dwelling 1 must be screened or otherwise designed or located so that there is no loss of privacy from adjoining habitable rooms and private open space areas.
- 8 The development must be in accordance with the conditions of TasWater's Submission to Planning Authority Notice, Reference No. TWDA 2019/00286-CC dated 26 March 2019 (copy attached).
- 9 The development must be in accordance with the conditions of the Statement of Compliance for Vehicular Access and Drainage Access dated 2 April 2019 issued by the Council acting in its capacity as the Road Authority and the Stormwater Authority (copy attached).
- 10 Stormwater, including from vehicle parking and manoeuvring areas, must be collected, drained and disposed of to an approved stormwater system.
- 11 Driveways and vehicle parking and manoeuvring areas must be formed and constructed with a compacted sub-base and an all-weather surface.

Please note:

- 1 A Planning Permit remains valid for two years. If the use and/or development has not substantially commenced within this period, an extension of time may be granted if a request is made before this period expires. If the Permit lapses, a new application must be made.
- 2 "Substantial commencement" is the submission and approval of a Building Permit or engineering drawings and the physical commencement of infrastructure works on the site or bank guarantee to undertake such works.

- 3 The proposed development fits within the criteria of Category 4 – Building Permit Work and Category 3 – Notifiable Plumbing Work when assessed against the Director’s Determinations issued under the *Building Act 2016*. Accordingly, an application for a Building Permit is to be made to the Council’s Building Permit Authority, and an application for a Certificate of Likely Compliance – Plumbing Work is to be made to the Council’s Plumbing Permit Authority.
- 4 Side boundary fencing is to angle down to the public road reserve boundary in accordance with AS/NZS 2890 Figure 3.3 "Minimum Sight Lines for Pedestrian Safety".’

The Land Use Planning Group Leader report is supported.”

The Executive Services Officer reported as follows:

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

■ Cr van Rooyen moved and Cr Carpenter seconded, “That the application for Residential (two lot subdivision and multiple dwellings x two) – one internal allotment, variation to orientation of lots, car parking standards and setback of existing development from rear boundary of a lot with shared frontage at 22 Henslowes Road, Ulverstone be approved subject to the following conditions and notes:

**SUBDIVISION**

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- 4 A cash-in-lieu of public open space contribution payment of \$2,089.00 representing 5% of the unimproved value of Lot B. The cash-in-lieu contribution must be paid prior to the sealing of the Final Survey Plan.

- 5 Prior to the sealing of a Final Survey Plan, Hydro Tasmania are to advise that the proximity of existing hydroelectricity poles means that no additional installations, other than a line direct to a new dwelling from an existing pole, would be required for installation of an electrical service to Lot B.

### **MULTIPLE DWELLINGS**

- 6 The development must be substantially in accordance with the plans by n+b design, Project No. P18074, Sheets A101, A102, A104, A105, A107, A108, A109, A110, A111, A112, Revision A dated 7 February 2018 and Sheets U100, U101, U102, U200, U201, U202, Revision A dated 15 December 2018, unless modified by a condition of this Permit.
- 7 The dining room window of Dwelling 2 and the third bedroom window of Dwelling 1 must be screened or otherwise designed or located so that there is no loss of privacy from adjoining habitable rooms and private open space areas.
- 8 The development must be in accordance with the conditions of TasWater's Submission to Planning Authority Notice, Reference No. TWDA 2019/00286-CC dated 26 March 2019 (copy attached) (a copy being appended to and forming part of these minutes).
- 9 The development must be in accordance with the conditions of the Statement of Compliance for Vehicular Access and Drainage Access dated 2 April 2019 issued by the Council acting in its capacity as the Road Authority and the Stormwater Authority (copy attached) (a copy being appended to and forming part of these minutes).
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- 11 Driveways and vehicle parking and manoeuvring areas must be formed and constructed with a compacted sub-base and an all-weather surface.

Please note:

- 1 A Planning Permit remains valid for two years. If the use and/or development has not substantially commenced within this period, an extension of time may be granted if a request is made before this period expires. If the Permit lapses, a new application must be made.
- 2 "Substantial commencement" is the submission and approval of a Building Permit or engineering drawings and the physical commencement of infrastructure works on the site or bank guarantee to undertake such works.

- 3 The proposed development fits within the criteria of Category 4 – Building Permit Work and Category 3 – Notifiable Plumbing Work when assessed against the Director’s Determinations issued under the *Building Act 2016*. Accordingly, an application for a Building Permit is to be made to the Council’s Building Permit Authority, and an application for a Certificate of Likely Compliance – Plumbing Work is to be made to the Council’s Plumbing Permit Authority.
  
- 4 Side boundary fencing is to angle down to the public road reserve boundary in accordance with AS/NZS 2890 Figure 3.3 "Minimum Sight Lines for Pedestrian Safety".

Carried unanimously

**113/2019 Dog control – Fixing of registration fees for the 2019–2020 financial year and other fees under the *Dog Control Act 2000***

The Director Community Services reported as follows:

*“PURPOSE*

This report considers the fixing of dog registration fees for the 2019–2020 financial year and other fees as required under the *Dog Control Act 2000* (the Act).

*BACKGROUND*

The *Dog Control Amendment Act 2009* provides for the Council to set dog registration fees and other associated animal fees such as kennel licences, dangerous dog licences and so on. This report enables the registration fees to be set and the registration forms and tags to be issued to dog owners before the commencement of the registration period, and other associated animal fees to be set for the 2019–2020 financial year.

*DISCUSSION*

The dog control legislation requires that all dogs over the age of six months be registered with a local council and it provides for councils to set fees for the purpose of registration and management of the Act. All dogs over six months of age must be registered with a local council; the period of registration being 1 July to 30 June each year.

The dog registration system enables the Animal Control Officer to identify a dog’s owner and records information to enforce the regulations and provisions of the dog control legislation.

The Council will continue to offer a discounted fee in the following instances:

- should the dog registration be paid prior to 1 July 2019 for the 2019–2020 financial year – as an incentive to maximise dog registrations as at 1 July 2019;
- should the dog be sterilised – to encourage the reduction in the instances of unwanted or abandoned dogs;
- should the dog be obedience trained – to promote the value of obedience training;
- should the dog be a registered working, pure bred, greyhound or hunting dog;
- should the dog be owned and registered by a pensioner; and
- newly registered dogs that have either recently been purchased or are up to six months of age.

The Council will continue to provide the registration services free of charge in the following instances:

- should the dog be a registered and appropriately trained guide, hearing or companion dog (limited to one per person); and
- should the dog registration be transferred from another Tasmanian council.

The Council has endeavoured to keep any increase in registration fees to a minimum.

The Council has increased most discounted early payment fees by 5% (apart from the Pensioner Rate) and the proposed fees continue to reflect the cost of providing the service through increases in the cost of transporting dogs safely (and with a minimum of stress on the animal), together with the demand for out of hours services, notably the number of dangerous dog incidents, and the usual cost of living increases that affect this service.

The Council will also be continuing to promote responsible dog ownership and will be including a flyer promoting this with this year's registration forms.

In setting the community service obligation component the Council has considered five rationales which include the following questions:

- is it considered a public good?;
- is it a private good that has public benefits?;
- the relative need for the service;

- . the ability to pay for the service; and
- . the essential nature of the service.

The Council considers that while the ownership of dogs is a private good it does have some public benefits, such as companionship, social, therapy, security and recreational benefits. The Council believes that there is a need for the service and that the community sees a high need for the policing of dogs in public areas such as beaches, streets and through legislative requirements. The Council recognises the essential nature of the service in that the community expects that dog control should be provided to ensure quality of life for residents within the municipal area.

The Council also provides a discount period as an incentive to responsible dog owners who endeavour to meet the relevant legislative requirement to register their dog at the start of the financial year. Under the Act dogs are required to be registered as at 1 July each year and while the Council sends out registration renewals at in May each year to facilitate timely registration, the Council also offers a discount for the payment of registration prior to 1 July. The Council offers discounted fees to persons who acquire a dog part way through the year and refunds part of the registration cost of deceased dogs where it is appropriate to do so.

The Council has chosen to bring the discount period back to 1 July. Dog registrations are due for renewal on June 30 and the owner of any dog not registered as at 1 July is in breach of the Dog Control Act and could be liable for a fine. To assist responsible dog owners in meeting their registration obligation the Council will ensure that reminders are sent out as early as possible in May thereby allowing a period of up to two months for responsible dog owners to register their dogs at a discount rate.

The Council has previously investigated the introduction of a life-long registration fee for any de-sexed, microchipped dog and considered that this was not a viable option.

It is planned that the Council will investigate the purchase of one-off lifetime registration disks to assist in identifying dogs as well as reducing the cost of annual registration tag replacements. The Council's Dog Management Policy is due for review in 2020 and this review will involve a range of community consultation aimed at providing the best outcome for dog-owners and non-dog-owners with the Central Coast Community.

#### *CONSULTATION*

The Central Coast Council falls within the upper range of the mid-sized councils and the proposed dog registration and associated fees fall within the upper range of fees charged by those councils.

## COMMUNITY SERVICES

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### *RESOURCE, FINANCIAL AND RISK IMPACTS*

The proposed fee structure is based on retention of the current dog control procedures and is calculated to meet the projected cost of dog control in 2019–2020 with the exception of the community service obligation to be met from rates.

A copy of the fee structure for the 2018–2019 financial year is appended to this report.

### *CORPORATE COMPLIANCE*

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

#### The Shape of the Place

- Conserve the physical environment in a way that ensures we have a healthy and attractive community

#### A Connected Central Coast

- Improve community well-being

#### Council Sustainability and Governance

- Improve corporate governance
- Improve service provision.

### *CONCLUSION*

It is recommended that dog registration fees be fixed for the financial year 1 July 2019 to 30 June 2020 in respect of all dogs over the age of six months, at the following rates:

DESCRIPTION	INCENTIVE RATE (IF PAID ON OR BEFORE 1 JULY 2019)	FULL RATE (IF PAID AFTER 1 JULY 2019)
Unsterilised dog	\$65.00	\$110.00
Sterilised dog*	\$36.00	\$45.00
Greyhound registered with the Tasmanian Greyhound Racing Board*	\$36.00	\$65.00

COMMUNITY SERVICES

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Pure Bred dog* (kept for breeding whose owner is the holder of a current stud prefix recognised by the Tasmanian Canine Association)	\$36.00	\$65.00
Working dog kept for the purpose of working farm stock*	\$36.00	\$65.00
Hunting dog*	\$36.00	\$65.00
Guide, Hearing or Companion dog	Nil	Nil
Newly registered dog (purchased through the year) – first year of registration only	**Pro-rata registration rate	**Pro-rata registration rate
Newly registered dog (up to six months of age)* for the first year of registration only	**Pro-rata registration rate	**Pro-rata registration rate
Registration fee for each Declared Dangerous Dog	\$265.00	\$320.00
Pensioners rate***	\$28.00	\$35.00
Transfer of dog registration from another Tasmanian Council for the same registration period (evidence must be provided)	Nil	Nil
Discount for Obedience Certificate****	\$1.00	\$1.00

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\*Proof of evidence must be provided at the time of registration (such as a veterinarian certificate, Tasmanian Canine Association certificate, Greyhound Racing Board certificate, current membership of a recognised hunting dog organisation).

- . \*\*Pro rata registration rate – The rate is calculated as the Full Rate divisible by 12 and multiplied by the number of months or part thereof remaining in the financial year 1 July 2019 to 30 June 2020, or taken to be the Incentive Rate, whichever is the lesser. Note: the pro-rata registration rate does not apply where the owner has neglected to register a dog prior to being impounded.
- . \*\*\*Pensioners rate – The pensioner’s rate applies to ONE dog only (owned by a pensioner at the one property). Evidence such as the Pension Concession Card must be sighted at the time of payment.
- . \*\*\*\*Discount for Obedience Certificate – Proof of evidence must be provided at the time of registration – a current certificate of obedience proficiency has been provided from an approved dog training organisation which has been accepted as a provider of an appropriate obedience certificate.

And that the following fees for the management of the *Dog Control Act 2000* also be fixed:

DETAILS	AMOUNT (\$)
Impounding fee (1 <sup>st</sup> impoundment)*	\$31.00
Impounding fee (subsequent)*	\$85.00
Daily pound fee (per week day or any part thereof)**	\$51.00
Out of hours release fee (additional charge). Note: available in special circumstances only and if an appropriate authorised person is available.	\$90.00
Investigation of nuisance complaint (non-refundable)	\$25.00
Kennel Licence Application (initial) (not including dog registration)	\$130.00
Kennel Licence renewal (per year)	\$60.00
Replacement tag (each)	\$5.00

Dangerous dog collar (each)	Purchase price (plus 5% admin. fee and GST)
Dangerous dog sign (each)	Purchase price (Plus 5% admin. fee and GST)

- . \*Charged for the collection and short-term (less than 12 hours) impoundment.
- . \*\*Charged for long-term (12 hours or more) impoundment and in addition to the Impounding fee.”

The Executive Services Officer reported as follows:

“A schedule of fees fixed for the 2018–2019 financial year has been circulated to all Councillors.”

- Cr Carpenter moved and Cr Beswick seconded, “That dog registration fees be and are hereby fixed for the financial year 1 July 2019 to 30 June 2020 in respect of all dogs over the age of six months, at the following rates:

DESCRIPTION	INCENTIVE RATE (IF PAID ON OR BEFORE 1 JULY 2019)	FULL RATE (IF PAID AFTER 1 JULY 2019)
Unsterilised dog	\$65.00	\$110.00
Sterilised dog*	\$36.00	\$46.00
Greyhound registered with the Tasmanian Greyhound Racing Board*	\$36.00	\$65.00
Pure Bred dog* (kept for breeding whose owner is the holder of a current stud prefix recognised by the Tasmanian Canine Association)	\$36.00	\$65.00
Working dog kept for the purpose of working farm stock*	\$36.00	\$65.00
Hunting dog*	\$36.00	\$65.00
Guide, Hearing or Companion dog	Nil	Nil

## COMMUNITY SERVICES

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Newly registered dog (purchased through the year) – first year of registration only	**Pro-rata registration rate	**Pro-rata registration rate
Newly registered dog (up to six months of age)* for the first year of registration only	**Pro-rata registration rate	**Pro-rata registration rate
Registration fee for each Declared Dangerous Dog	\$265.00	\$320.00
Pensioners rate***	\$28.00	\$35.00
Transfer of dog registration from another Tasmanian Council for the same registration period (evidence must be provided)	Nil	Nil
Discount for Obedience Certificate****	\$1.00	\$1.00

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- \*Proof of evidence must be provided at the time of registration (such as a veterinarian certificate, Tasmanian Canine Association certificate, Greyhound Racing Board certificate, current membership of a recognised hunting dog organisation).
- \*\*Pro rata registration rate – The rate is calculated as the Full Rate divisible by 12 and multiplied by the number of months or part thereof remaining in the financial year 1 July 2019 to 30 June 2020, or taken to be the Incentive Rate, whichever is the lesser. Note: the pro-rata registration rate does not apply where the owner has neglected to register a dog prior to being impounded.
- \*\*\*Pensioners rate – The pensioner’s rate applies to ONE dog only (owned by a pensioner at the one property). Evidence such as the Pension Concession Card must be sighted at the time of payment.
- \*\*\*\*Discount for Obedience Certificate – Proof of evidence must be provided at the time of registration – a current certificate of obedience proficiency has been provided from an approved dog training organisation which has been accepted as a provider of an appropriate obedience certificate.

And that the following fees for the management of the *Dog Control Act 2000* also be fixed:

DETAILS	AMOUNT (\$)
Impounding fee (1 <sup>st</sup> impoundment)*	\$31.00

Impounding fee (subsequent)*	\$85.00
Daily pound fee (per week day or any part thereof)**	\$51.00
Out of hours release fee (additional charge). Note: available in special circumstances only and if an appropriate authorised person is available.	\$90.00
Investigation of nuisance complaint (non-refundable)	\$25.00
Kennel Licence Application (initial) (not including dog registration)	\$130.00
Kennel Licence renewal (per year)	\$60.00
Replacement tag (each)	\$5.00
Dangerous dog collar (each)	Purchase price (plus 5% admin. fee and GST)
Dangerous dog sign (each)	Purchase price (Plus 5% admin. fee and GST)

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- . \*Charged for the collection and short-term (less than 12 hours) impoundment.
- . \*\*Charged for long-term (12 hours or more) impoundment and in addition to the Impounding fee.”

Carried unanimously

INFRASTRUCTURE SERVICES

**114/2019 Infrastructure Services determinations**

The Director Infrastructure Services reported as follows:

“A Schedule of Infrastructure Services Determinations made during the month of March 2019 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reported as follows:

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

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

Carried unanimously

**115/2019 Food Organics and Garden Organics (FOGO) Collection Service (135/2015- 18.05.2015)**

The Director Infrastructure Services reported as follows:

*PURPOSE*

The purpose of this report is to recommend the introduction of a Food Organics and Garden Organics (FOGO) kerbside service within the current domestic waste and recycling kerbside services areas of the Central Coast Council during the 2019–2020 financial year.

*BACKGROUND*

The introduction of a regional FOGO kerbside service has been under consideration for more than eight years with considerable investigation having been undertaken by the Cradle Coast Waste Management Group (CCWMG), Dulverton Waste Management (DWM) and most North West region councils.

In May 2015 (Minute No. 135/2015) the Council considered a report on participating in the regional delivery of a FOGO kerbside service and resolved:

‘That the Council advise the Cradle Coast Waste Management Group that in-principle support is provided for the introduction of a food organics and garden organics (FOGO) collection and endorses proceeding with calling tenders for the service.’

Other councils in the region provided similar advice.

Investigations continued with DWM considering the development of a FOGO processing facility at the Dulverton site. As a result, CCWMG member councils (the Councils) were then advised of the fixed annual cost (i.e. gate fee for the region) that would be necessary to develop and operate the facility. After considering the costs involved, the Councils decided not to proceed with a regional FOGO kerbside service at that time.

As a result of the Central Coast Council’s understanding of the need for FOGO waste processing, an alternative option for introducing a FOGO kerbside service within existing waste collection contract arrangements but with the waste being processed at the new Launceston City Council (LCC) FOGO processing facility was investigated.

An application has recently made by DWM/CCWMG for grant funding to cover the capital cost of the new facility at Dulverton. The original gate fee advised by DWM was revised to remove the costs of servicing the loan to cover the construction of the processing facility at Dulverton and an assessment of the likely costs/per tenement is to be undertaken.

*DISCUSSION*

*What is FOGO waste?*

FOGO is the abbreviation of Food Organics and Garden Organics and simply means any ‘organic’ product from food or the garden. In effect, if it was once alive or was grown, then it is likely to have an organic composition.

What can be included in a FOGO kerbside collection service?

- . Food scraps – fruit, vegetables, meat (including raw or cooked bones), seafood, chicken, bread, egg and egg shells, dairy products, rice, pasta, cereals, coffee grounds and tea bags.
- . Garden waste – grass clippings, flowers, weeds, herbs, small branches and leaves.
- . Personal cuttings – hair and nails (and skin).

- . Animal waste – organic kitty litter and soiled paper from bird cages.
- . Paper products – shredded paper, paper towels, paper napkins, tissues and food contaminated cardboard, e.g. food contaminated pizza boxes.

*Why collect and process FOGO waste?*

Approximately half of the contents of the average Australian household waste bin (i.e. statistics currently show 53%) consists of organic material and this then goes into a landfill somewhere. ‘Disposal of organic waste in landfill is considered a poor environmental outcome, not only for the lost landfill capacity. Any organic waste dumped into landfill undergoes anaerobic decomposition and generates methane’, a ‘greenhouse gas which is considered 23 times more damaging to the atmosphere than carbon dioxide. Collection of organic material from a home can reduce bushfire risk to homes through reduction of household fuel loads.’

‘In addition to the environmental benefits from greenhouse gas emission reductions, the moisture content of organics contributes greatly to the creation of leachate, a management problem for landfills and a threat to ground and surface water quality’.

Some initial risks/issues considered:

*Smell and pests.*

It has been mentioned during Councillor workshops, that there could be issues with smells emanating from the FOGO bin particularly during summer. In some council areas the possibility of smells and pests has been given as a reason to not provide the service or to have a more frequent, e.g. weekly kerbside bin collection.

Evidence from other councils suggests this is not a problem due to Tasmania’s generally cool climate. Some councils alternate the general waste and FOGO services so that residents can dispose of smelly foods on a weekly basis whereas other options such as providing a disposable bin liner and wrapping food waste in newspaper are also suggested. The LCC do not allow disposable bin liners in their FOGO waste and so we will not be able to allow these in our FOGO waste if we transport this to the LCC FOGO processing facility. It would be appropriate if the Council decides to provide a FOGO kerbside service, that advice is given to residents that food scraps should be wrapped in paper to avoid or at least minimise bin smells.

It is generally accepted that the combining of food and garden waste will reduce the possibility of odour from a FOGO bin. Councils where a kerbside FOGO service is provided usually also provide advice on minimising the possibility of odours from bins as part of their education and waste management programs.

*Communication and engagement.*

A FOGO kerbside service is likely to attract public comment both from an environmental and/or financial perspective.

The introduction of such a service will come at some financial cost to the Central Coast community. The Council will be required to raise the revenue to fund the service, this brings with it the risk of negative publicity.

In addition to this, residents need to know why it is appropriate to commence a FOGO kerbside service and what the benefits for them and the environment will be.

To ensure that a FOGO kerbside service is successful, contamination needs to be minimised if not removed totally from the waste stream to ensure that the processing of the waste is efficient, and the highest quality and trusted output is produced.

Carefully planned education programs targeting both the general community as well as schools covering all of the issues outlined above will be critical to the success of any implementation of a FOGO kerbside in the Central Coast. Such a program is likely to cost in the order of \$40,000 for each of the next two years and with ongoing education required both for FOGO as well as the current waste and recycling kerbside services.

If a FOGO kerbside service is adopted, then the target outcomes for the project and the education programs could include:

- . Lift the community's awareness of and valuing of the Central Coasts environment
- . Reducing greenhouse gas emissions produced by the Central Coast community.
- . Diverting food and organic waste from landfill
- . Assisting in capturing valuable nutrient and organic matter resources to be used to benefit the community, e.g. composting materials etc.

*FOGO bin capacity and storage:*

A common issue faced by many Councils considering a FOGO Kerbside service has been the questions of bin capacity and bin storage. Currently residents use two bins, the waste and recycling bins and these are stored within their properties.

The preferred bin capacity for all councils who have introduced a FOGO kerbside service in Tasmania is 240L. Research has shown that this bin capacity is the most

appropriate for most if not all residences even in the Spring and Autumn pruning periods which are regarded as the highest green waste periods. Obviously, there are limitations on the size of limbs being disposed of in the FOGO bin and this will need to be considered further when a decision is made on a FOGO kerbside service.

It is acknowledged that there may be situations whereby the provision of another bin to be stored on the property could cause space restrictions within that property. At this time and in accordance with previous decisions made by the North West region councils all units and homes must have their own waste and recycling bins as body corporate shared bins are not permitted. It is assumed that this decision would continue for FOGO bins within the property. Any future unit developments will need to take the three bin per unit provision into account even if the Council does not introduce a FOGO kerbside service at this time as it is obvious that in the future specific waste segregation will be required across the country in order to better manage our waste outputs.

No recommendation as to allowing bin sharing in unit developments is made in this report but monitoring of the issue will take place annually to allow the Council to further consider the matter.

### *FINANCIAL CONSIDERATIONS*

#### *Current costs*

The current Domestic Waste and Recyclables Kerbside Service is provided to some 8,500 tenements within the Central Coast municipality. The 2018–2019 Waste Management charge is \$203.00 per tenement with \$123 attributed to the waste kerbside service and \$80 attributed to the recyclables kerbside service.

The \$123 waste kerbside service component is comprised of \$56 for collection and transport, \$52 for disposal and \$15 for administration and miscellaneous costs.

The introduction of a FOGO kerbside service would have no effect on the current recyclables kerbside service but will affect components of the waste collection service and the costs associated with these.

Currently, the waste collection service is based on using a 120/140L bin with this bin being collected on a weekly basis. Many residents dispose of some if not most of their garden and food organics directly to their waste collection bin. As previously mentioned approximately half of the average Australian household waste bin is organics and, in many cases, it is even higher.

It is acknowledged that larger families sometimes do generate more ordinary waste as well as organics and that they find it difficult to fit their waste into the current bin.

Product packaging makes up a large percentage of the waste stream and this has increased over the years with the rush to enclose/package 'everything'. Nationally, attempts to reduce the amount and type of packaging are continuing and it should be acknowledged that we are seeing more environmentally friendly packing being developed and used. The Council is aware of the National Packaging Covenant and other measures being put in place to reduce the amount of packaging being used.

The introduction of a FOGO service will thus have a considerable impact on the quantity of waste in the existing waste bins and for this reason it is suggested (and using anecdotal evidence from other councils across the country) that the existing weekly collection of the waste bins could be reduced in frequency to a fortnightly service, thus marginally lowering the existing annual waste management charge.

Our community is aware of the 'War on Waste' and other waste minimisation programs and in recent times has demonstrated this with increasing numbers of questions being received on waste management, FOGO and the removal of single use plastics from the region. It is considered that this will ensure the success of any reduced collection service frequency introduced as part of a change of waste management within the Central Coast.

*Cost of a FOGO kerbside service to the Central Coast Council*

Analyses of the costs per tenement of a possible FOGO kerbside service using a number of alternatives over the last eight years have been undertaken and reports on this conveyed to the Council.

In the May 2015 the Council report on the possibility of the CCWMG councils undertaking a joint FOGO kerbside service using the proposed processing facility at Dulverton, it was estimated that the cost per tenement would be in the order of \$70 but this was a very preliminary estimate and substantial further investigations were needed to confirm what the likely costs would be. Following consideration by the CCWMG councils further investigations were discontinued.

The possibility of a FOGO kerbside service was then investigated in 2017 and 2018 with the processing of FOGO waste material being undertaken by the LCC at their waste management facility. This resulted in the estimated additional waste charge per tenement, i.e. for FOGO, waste and recycling identified to be in the order of \$68 to \$87 in the first year.

In view of the possibility of DWM receiving a grant to undertake the construction of a FOGO processing facility at Dulverton, further analysis has been undertaken for the Council on the possible costs of introducing a FOGO kerbside service to the current serviced waste collection areas within the municipal area. The two options for processing of the FOGO waste are thus by LCC and DWM.

Assumptions used in these analyses include:

- . Allowance of up to 10.4 kgs/tenement FOGO (Note that the original investigations by the CCWMG found that the current quantity was approximately 7.0 kgs/tenement).
- . Alternating fortnightly collection for both FOGO and domestic waste.
- . 120/140L domestic waste bin and 240L FOGO waste bin.
- . No allowance included for a communication and educational program for revised waste collection and FOGO introduction.
- . No allowance made for FOGO bins purchase costs as this should be able to be covered by existing reserves or savings. Further discussion on this appears elsewhere in this report.
- . Existing overhead charges would remain as is and are included in the figures.

*Option 1 Central Coast Council Waste and FOGO Program – FOGO waste collection and delivery by existing waste contractor to and processed by Launceston City Council’s waste management facility.*

	PRICE \$
Waste collection and disposal	90.00
FOGO collection, transport and treatment/disposal	98.00
<b>Total waste and FOGO</b>	<b>188.00</b>
Existing waste only collection – est. 2019–2020	128.00
<b>Additional cost per tenement</b>	<b>60.00</b>

*Option 2. Central Coast Council Waste and FOGO Program – in association with other CCWMG Councils, Council’s existing waste collection contractor and delivery to and processing by Dulverton Waste Management.*

	PRICE \$
Waste collection and disposal	90.00

FOGO collection, transport and treatment/disposal	140.00
<b>Total waste and FOGO</b>	<b>230.00</b>
Existing waste only collection – est. 2019–2020	128.00
<b>Additional cost per tenement</b>	<b>102.00</b>

NB: The costs for this are based on all councils participating. At this time no other council has determined to participate and as such this costing is regarded as hypothetical. If all of the councils other than one of the other two larger councils participated the costs would rise appreciably for every council participating.

As indicated in the assumptions, the costs of the FOGO waste collection and processing is based on the amount of FOGO waste generated of up to 10.4kgs per tenement. This assumption is based on previous investigations and investigations undertaken by other councils who have FOGO collection and processing programs. Should for some reason the Central Coast area average a greater collection amount per tenement, then the costs could rise appreciably.

An analysis has been undertaken to determine the possible costs involved should there be an increase in the size of the waste bin to 240L. As previously indicated experience and investigations suggest that this is not considered necessary based on the detailed investigations undertaken in 2015. The following figures are provided in order to compare this alternative with the two options listed above.

*Option 3. Central Coast Council Waste and FOGO Program – FOGO waste collection and delivery by existing contractor to and processing by Launceston City Councils Waste management facility, 240L waste bin and FOGO bin*

	PRICE \$
Waste collection and disposal	107.00
FOGO collection, transport and treatment/disposal	98.00
<b>Total waste and FOGO</b>	<b>205.00</b>
Existing waste only collection – est. 2019–2020	128.00
<b>Additional cost per tenement</b>	<b>77.00</b>

Note: if this option were to be considered, then clarification with the Council's existing contractor that they would have sufficient equipment to undertake all of the collections requested, would be required.

*Possible cost savings at existing waste facilities with the introduction of a FOGO kerbside service*

As indicated in the May 2015 Council report and mentioned above, "the primary benefit of a FOGO Kerbside service is the reduction in organics being landfilled which as a result extends the life of existing landfills and reduces greenhouse gas emissions."

In the case of the Council's existing Resource Recovery Centre (RRC) there will be little reduction in the amount of waste going into the landfill, but this will certainly occur at Dulverton which as one of the four shareholders council will benefit from. There are, however, some specific cost benefits to the RRC's operations and the Council's waste management program overall if a FOGO collection program were to be adopted.

These can be summarised as:

- . *Reduction in green waste being delivered to the RRC and a consequent cost saving to the green waste management processes at the RRC.*

A reduction in the gate revenue for green waste being delivered to the RRC would occur but as the fees are not set on a full cost recovery basis the effect is not able to be calculated, it is suffice to say that there will be an overall lowering of expenditure on this item.

Annually green waste costs in excess of \$150,000 to mulch and transport to Dulverton and approximately \$30,000 to \$35,000 to manage the stockpile at the RRC. A saving of between 20 to 25% in costs of operating the green waste system at the RRC are expected which means a saving of approximately \$36,000 to \$45,000 can be expected in the first full year of a FOGO kerbside service operating.

Education programs provided to the community in conjunction with a FOGO kerbside service could result in a target of 30–35% reduction in green waste delivered at the RRC in the first two/three years of operations.

- . *Reduction in waste bin quantities due to the reduced amount of green waste, e.g. garden waste and lawn clippings, and kitchen food preparation waste.*

Audits in 2015 suggested that up to half the weight in a waste bin being collected is FOGO. Audits have not been undertaken recently, however; it can be assumed that this will be reasonably constant year on year. The current waste collection

tenders will not see a major saving to the Council in this area, however, as collection and disposal costs are based on a per tenement cost. In time this may change.

*Bin Purchase, Communication and Education program costs.*

As mentioned in the cost analysis above, the cost of providing the bins and undertaking an education program to prepare and work with the community in the implementation of a FOGO kerbside service have not been factored into the costs shown. The costs of providing the 240L bins will be in the order of \$540,000 and an education program will cost in the vicinity of \$40,000 for the first two years of operation.

Purchase of the bins will be funded by loan with the annual interest and redemption costs being met from the savings expected from RRC operations as well as from existing reserve funds help for bin replacements etc. If the Council wished to consider an increase in costs of \$5 per tenement to cover the costs of the education program, this would ensure that the program would occur and could also cover other waste management education as well. At this time we rely on DVW/CCWVG for their education programs which often cover the region and do not cover particular issues that we face from time to time.

***Possible Implementation Program – 2019–2020***

A FOGO Collection service could be in place to commence operations in 2019/2020. The implementation program would be:

Council decision to commence FOGO Collection Service	April 2019
Finalising arrangements, contracts	May–June 2019
Community Education program begins	July–September 2019
Bin purchase and Delivery	July–August 2019
Collection commences	October 2019

*CONSULTATION*

The Council’s current waste collection contractor has been consulted in respect to a possible FOGO collection service and has provided indicative figures on the cost implications. A number of Councillor workshops have been held in respect to a FOGO kerbside service, with the last being in December 2018. The Launceston City Council provided indicative costings and parameters for the acceptance of FOGO material for processing at their composting facility.

As part of the initial investigation process in 2011–2012, the CCWMG in conjunction with the NTWMG undertook a 12-month FOGO kerbside service trial. Three locations across Northern Tasmania were provided with a 240L fortnightly kerbside service. In the CCWMG region the trial included 220 properties at Port Sorell and Shearwater and the final results of surveys were included in the Options report provided to the CCWMG. A copy of the report is attached to this report.

### *RESOURCE, FINANCIAL AND RISK IMPACT*

An appropriate allocation will need to be included in the 2019–2020 budget and the Waste Management Charge/Rate would need to rise to between \$280 and \$290 per annum.

A risk assessment has been undertaken for the project and a confidential copy is attached for Councillors consideration during the Council meeting.

One particular issue mentioned in this report is that of the possibility of contamination rates in the FOGO waste being higher than estimated. The increased costs involved with higher contamination rates has been taken into account in the costings provided in this report.

### *CORPORATE COMPLIANCE*

The Central Coast Strategic Plan 2014–2024 includes the following objectives:

#### *The Shape of the Place*

- . Conserve the physical environment in a way that ensures we have a healthy and attractive community

#### *The Environment and Sustainable Infrastructure*

- . Develop and manage sustainable built infrastructure
- . Contribute to the preservation of the natural environment

#### *Council Sustainability and Governance*

- . Improve service provision

### *CONCLUSION*

Considerable discussions and investigations have taken place over the last eight to ten years on the subject of a FOGO kerbside service for the residents of the Central Coast. This report outlines the estimated costs involved, the possible savings that could be expected and the benefits of introducing a FOGO kerbside service.

It is recommended that the Council:

- 1 Consider the implementation of a Food Organic and Garden Organics (FOGO) kerbside service commencing in October 2019 as discussed in this report with FOGO waste processing being undertaken at the Launceston City Council waste management facility and the collection and delivery of the waste to Launceston by the current contractor subject to the finalisation of negotiations on costs for the services provided to Council.
- 2 That the following service levels apply to the waste and FOGO kerbside services:
  - a) A fortnightly FOGO kerbside service using 240L bins for all residents within the current waste management and recycling collection areas,
  - b) The frequency of the existing weekly domestic waste kerbside collection service be reduced to fortnightly using the existing 120/140L bins.
- 3 That the costs associated with the provision of the FOGO kerbside service be considered as part of the 2019–2020 budget process.
- 4 That a detailed communication plan be implemented from May 2019 to advise Central Coast Council residents of the new program and to provide a comprehensive education program on FOGO for affected ratepayers.
- 5 That the FOGO bins be purchased upfront in the 2019–2020 financial year through a combination of borrowings, funding from reserves and funding from the first three months of the annual FOGO kerbside service charges.

The Executive Services Officer reported as follows:

“A copy of the confidential Risk Assessment has been circulated to all Councillors.”

■ Cr Hiscutt moved and Cr van Rooyen seconded, “That:

- 1 Consider the implementation of a Food Organic and Garden Organics kerbside service commencing in October 2019 as discussed in this report with FOGO waste processing being undertaken at the LCC waste management facility and the collection and delivery of the waste to Launceston by the current contractor subject to the finalisation of negotiations on costs for the services provided to Council.

- 2 That the following service levels apply to the waste and FOGO kerbside services:
  - a) A fortnightly FOGO kerbside service using 240L bins for all residents within the current waste management and recycling collection areas,
  - b) The frequency of the existing weekly domestic waste kerbside collection service be reduced to fortnightly using the existing 120/140L bins.
- 3 That the costs associated with the provision of the FOGO kerbside service be considered as part of the 2019–2020 budget process.
- 4 That a detailed communication plan be implemented from May 2019 to advise Central Coast Council residents of the new program and to provide a comprehensive education program on FOGO for affected ratepayers.
- 5 That the FOGO bins be purchased upfront in the 2019–2020 financial year through a combination of borrowings, funding from reserves and funding from the first three months of the annual FOGO kerbside service charges.”

Continued after Minute No. 116/2019...

### **116/2019 Public question time**

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

Mr Declan Banim – Ulverstone

“I note in your Dog Registration fees report that you do not charge a fee for companion dogs, what about not charging a fee for people with dementia, has the Council considered this? Further, has the Council considered permanent nappies for old dogs, particularly in areas being used by children and older people and public areas. For public areas and dogs not on leads, has the Council considered having a spotter’s fee, for identifying those doing the wrong thing?”

Response:

The Mayor referred the matter to the Director Community Services who advised that the Council would not consider nappies on dogs and appropriate actions are provided for under the Law (*Dog Control Act 2000*) in relation to dog owners who misbehave and if the Council are made aware, they will follow up.

Question 2 –

“Congratulations on the installation of the microphones but aren’t the microphones for those that cannot hear what is going on, as I can’t hear a thing that has been said, this is something for you to look at in the future.”

Response:

The Mayor responded that the microphones were installed so that gallery members could hear items being debated and take on board the comments.

Mr Nathan Kelly – Central Coast Chamber of Commerce and Industry, Ulverstone

Question 1 –

“At times we don’t see a certain level of consultation from the Council, therefore groups (such as ours) don’t feel informed. Is there a process where the Council can inform groups as to what items are going to be included within the Council agenda, so it allows community groups time to discuss them with the Council prior to the meeting? The Chamber has discussed working more closely with the Council previously, so that there is a process in place where the Chamber can bring matters forward, so the Council is aware of matters that may affect our small business people.”

Response:

The Mayor responded and advised that communication between the Council and the Chamber is paramount. The Council is trying to engage more with the community and the Chamber and noted that a Council representative currently forms part of the Chambers Management committee. The Council is in discussions about hosting a breakfast in the near future and guarantees we will continue to work towards having open discussions.

Question 2 –

“Is there a time to discuss or opportunity for the Chamber to be involved with discussion at Councillor workshops?”

Response:

The Mayor responded that Mr Kelly’s first question is the most relevant and that the Council need to take on Board his comments and ensure that the Council continue towards working on the relationship into the future.

Mr Benny Parsons – Central Coast Chamber of Commerce and Industry, Ulverstone

Questions 1 –

“Would the Council consider appointing a small business Liaison Officer to consider the impact of Council agenda decisions and the impacts that they have on jobs, such as the Tender process and outsourcing of works and purchasing of goods from the municipal area? “

Response:

The Mayor responded that there needs to be good communication between business and the Council, there is a need to have more discussion around how we arrange such discussion and how the Council can be more interactive with the chamber.

Question 2 –

“There is a cycling group on a Saturday and Sunday that inhabit Crusty’s bakery and the Council have provided bays for parking. The Cycling fraternity wonder if the Council would consider moving the container from the other side of the street to Crusty’s, as Banjo’s has a park area. The container could be used for alfresco dining and maybe bike racks could be hung on either side. This is a suggestion that has come from the cyclists and Crusty’s.”

Response:

The Mayor responded that rather than the Council make a one-off decision, the Council will need to do a whole review of the CBD area and this should be captured within the Outdoor Dining Policy. Ideally the Policy will be completed sooner rather than later and follow up will be undertaken to bring the Policy development and can discuss the matter in the future.

Mrs Micheline Andrews – West Pine

Question 1 –

“At the November 2018 Council meeting, I raised recycling and there were bins to be installed, did they arrive?”

Response:

The Mayor referred the matter to the General Manager who advised that one had been installed as a trial and that the Council are looking at getting others installed within the next budget, they are not cheap and the Council wants to make sure that they are in the right locations and that people are educated to use them.

Question 2 –

“There is an issue with rubbish at the Howth roundabout, the public has been collecting the rubbish from the area, has the Council considered installing a bin here?”

Response:

The Mayor advised that the Council need to follow up on the matter.

Mr Darryl Barker – Penguin

Question 1 –

“The Johnsons Beach area has had a big increase in visitors recently due to the warmer summer and more tourists. Recently a mainland visitor parked his car in the bitumen car park parallel to the street, got out of his table and chairs and also his barbeque and had a lovely breakfast – he was taking up three car spaces other vehicles also park this way. Is this car park meant for vehicles to park this way and would proper spaces solve this problem? Johnson Beach Drive is a dead-end road – is there a sign to inform the public of this and if not, why not?”

Response:

The Mayor advised that the question would be taken on notice and would respond in writing.

Question 2 –

“The Dial Sports area car parking. There have been three major events in the Dial Park Sports area recently and all have had parking problems. The North West School Athletic carnival was the biggest event and the parking was chaotic. I counted 492 cars at 11.00am and cars were still trying to park somewhere. The same day the Penguin Sports Centre was providing lunch for 140 motorbike riders and their support group. By the time the motorbike riders arrived the car park at the Sports Club was full and the athletics carnival PA was asking for all cars in that area to please move, a bit late by then. The parking area south of the athletic track had a lot of cars there but no organised parking. Should this area be marked so parking cars can be made easy instead of chaos?”

At Dial Park yesterday there was a lot of visitors to the area, which was great, but a lot of people were confused about where to park. Is the grassed area outside the fence on the southern end of the area a car park or not? If yes, a sign could be helpful, and the parking rectified.

Response:

The Mayor advised that the question would be taken on notice and would respond in writing.

Questions and replies concluded at 6.56pm

**Minute No. 115/2019 continued...**

Motion

Carried unanimously

**117/2019 Tenders for bridge replacement – Buttons Creek, Edinborough Road, Abbotsham**

The Director Infrastructure Services reported as follows:

“The Engineering Group Leader has prepared the following report:

*‘PURPOSE*

The purpose of this report is to make recommendation on tenders received for the replacement of the bridge over Buttons Creek on Edinborough Road, Abbotsham.

*BACKGROUND*

Edinborough Road is a link road between Castra Road to the east and Top Gawler Road to the west. Traffic volumes are low, predominately serving as a rural collector to Castra Road.

The existing bridge is a single lane structure. Abutments were built in approximately 1950 and are in situ concrete. The super-structure was built in 1994 and consists of timber decking over timber beams. The deterioration of the bridge has accelerated over the previous two years with decay now evident in the external beams.

It is intended to replace the existing bridge with a single lane structure, based on traffic volumes and the road classification.

*DISCUSSION*

Tenders were called for the replacement of the bridge on 23 February 2019 and closed at 2.00pm on 26 March 2019.

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

Submissions from three tenderers were received as follows (including GST and \$20,000 contingency):

TENDERER	PRICE \$
BridgePro Engineering P/L – Conforming	167,400.00
TasSpan Civil Contracting P/L – Conforming	179,494.50
TasSpan Civil Contracting P/L – Alternative 1	117,924.20
TasSpan Civil Contracting P/L – Alternative 2	204,118.00
VEC Civil Engineering P/L – Conforming	239,701.00
<i>ESTIMATE (EXCLUDING GST)</i>	<i>200,000.00</i>

The existing structure is approximately 4.2m clear span and 4.5m clear width between barriers. The brief asked for a structure with a 5.0m clear span and 4.5m clear width between barriers.

Each of the tenderers submitted a conforming tender and TasSpan Civil Contracting P/L submitted two alternative tenders.

Alternative 1 from TasSpan Civil Contracting P/L involves retention of the existing concrete abutments and wingwalls and placing a new superstructure on these. The existing abutments are in the order of 70 years old and appear in good condition, however, there is no information available regarding type of construction, reinforcement and foundation details. A structural certification of these would be in addition to the tendered amount and additional work possibly required to bring these up to standard. There is also an expectation that the abutments would perform an additional 100 years in line with the design life of the new superstructure. Alternative 1 has several risks involved and based on this will not be considered further

Alternative 2 tender from TasSpan Civil Contracting P/L is for a dual lane structure based on the existing width of the road. The submission provides for a 6.5m clear width between barriers. Based on the Tasmanian Standard Drawings, AS5100 Bridge Design Code and futureproofing the structure, 6.7m would be considered a minimum width dual lane bridge for this type of road. Notwithstanding this, the road category and traffic volume does not support installing a dual lane bridge, therefore this alternative will not be considered further.

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

## INFRASTRUCTURE SERVICES

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TENDERER	LENGTH BETWEEN ABUTMENTS (M)	CLEAR WIDTH (M)	SUPERSTRUCTURE	SUBSTRUCTURE
BridgePro Engineering P/L	5.5	4.5	Precast prestressed concrete with galvanised w-beam barriers.	Driven steel tubular piles with full depth abutments and wingwalls.
TasSpan Civil Contracting P/L	5.0	4.5	Precast prestressed concrete with galvanised w-beam barriers.	Driven steel universal column (UC) piles with full depth abutments and wingwalls.
VEC Civil Engineering P/L	5.0	4.5	Precast prestressed concrete with galvanised w-beam barriers.	Driven steel universal column (UC) piles with full depth abutments and wingwalls.

The three tenderers offer construction programs in compliance with the specified completion date of the 30 June 2019.

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

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

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

The Council uses a weighted tender assessment method based on:

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

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

*CONSULTATION*

This item has followed a public tendering process.

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

*RESOURCE, FINANCIAL AND RISK IMPACTS*

This project is included in the 2018–2019 capital budget.

*CORPORATE COMPLIANCE*

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

A Connected Central Coast

- . Provide for a diverse range of movement patterns.

### The Environment and Sustainable Infrastructure

- Develop and manage sustainable built infrastructure.

### Council Sustainability and Governance

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

### *CONCLUSION*

It is recommended that the conforming tender from BridgePro Engineering P/L for the sum of \$167,400.00 (incl. GST) for the replacement of the Buttons Creek bridge on Edinborough Road, Abbotsham be accepted and approved by the Council.'

The Engineering Group Leader's report is supported."

The Executive Services Officer reported as follows:

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

- Cr Carpenter moved and Cr van Rooyen seconded, "That the conforming tender from BridgePro Engineering P/L in the amount of \$167,400.00 (incl. GST) for the replacement of the Buttons Creek bridge on Edinborough Road, Abbotsham be accepted."

Carried unanimously

### **118/2019    Opening of various streets/roads**

The Director Infrastructure Services reported as follows:

"It is necessary to formally resolve that the Council intends to 'open', after the expiration of 28 days, the following streets/roads which have been constructed in new subdivisions:

- Explorer Drive (extension), Turners Beach;
- Lillian Court, Turners Beach;
- Hill View Way, West Ulverstone;
- Barleen Place, West Ulverstone."

The Executive Services Officer reported as follows:

"Plans of Explorer Drive (extension), Turners Beach, Lillian Court, Turners Beach, Hill View Way, West Ulverstone and Barleen Place, West Ulverstone have been circulated to all Councillors."

■ Cr Beswick moved and Cr Hiscutt seconded, “That, having given notice in accordance with the *Local Government (Highways) Act 1982*, the Council open as a highway Explorer Drive (extension), Turners Beach, Lillian Court, Turners Beach, Hill View Way, West Ulverstone and Barleen Place, West Ulverstone (plans of the streets/roads being appended to and forming part of the minutes).”

Carried unanimously

**119/2019 Certificate of completion – Various streets/roads**

The Director Infrastructure Services reported as follows:

“It is necessary for the Council to certify that the following streets/roads have been constructed substantially in accordance with the plans and specifications approved by the Council:

- . Explorer Drive (extension), Turners Beach;
- . Lillian Court, Turners Beach;
- . Hill View Way, West Ulverstone;
- . Barleen Place, West Ulverstone.”

The Executive Services Officer reported as follows:

“Plans of Explorer Drive (extension), Turners Beach, Lillian Court, Turners Beach; Hill View Way, West Ulverstone and Barleen Place, West Ulverstone having been circulated to all Councillors.”

■ Cr Fuller moved and Cr Beswick seconded, “That the Council certify under the hand of the Corporation’s engineer that Explorer Drive (extension), Turners Beach, Lillian Court, Turners Beach, Hill View Way, West Ulverstone and Barleen Place, West Ulverstone (plans of the streets/roads being appended to and forming part of the minutes) have been constructed substantially in accordance with the plans and specifications approved by the Council.”

Carried unanimously

ORGANISATIONAL SERVICES

**120/2019    Related Party Transaction Policy**

The Director Organisational Services reported as follows:

*"PURPOSE*

The purpose of this report is to consider the adoption of the Related Party Transaction Policy.

*BACKGROUND*

The purpose of this Policy is to provide clear guidance on the Council's expectations in relation to compliance with the reporting requirements for related party transactions, in particular the identification of:

- .        Key Management Personnel (KMP);
- .        who should be considered as close family members;
- .        what are considered to be related entities;
- .        the nature of transactions that will be collected; and
- .        the nature of the disclosure statement.

*DISCUSSION*

As part of good governance, the Council should develop and adopt a policy in relation to related party transactions. This policy sets an expectation for the Mayor, Councillors, General Manager and other senior management who are members of the KMP to identify potential areas where a conflict of interest may arise.

The Policy is very specific in its definitions to remove any potential ambiguity that may arise.

The Policy aims to formalise a process which has been occurring for some time.

The creation and adoption of the Policy is seen as being best practice by the Tasmanian Audit Office.

*CONSULTATION*

Consultation with the Senior Leadership Team occurred as part of this review.

The draft Policy was also referred to the Tasmanian Audit Office and the Audit Panel for their review. Relevant comments were included in the Policy

*RESOURCE, FINANCIAL AND RISK IMPACTS*

The implementation of this policy will have no impact on the resources of the Council.

*CORPORATE COMPLIANCE*

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

Council Sustainability and Governance

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

*CONCLUSION*

It is recommended that the Council adopt the Related Party Transaction Policy dated April 2019.

The Executive Services Officer reported as follows:

“A copy of the Related Party Transaction Policy dated April 2019 has been circulated to all Councillors.”

- Cr Carpenter moved and Cr Hiscutt seconded, “That the Council adopt the Related Party Transaction Policy dated April 2019 (a copy being appended to and forming part of the minutes).”

Carried unanimously

**121/2019 Reward for Information on Vandalism (69/2000 – 21.02.2000)**

The Director Organisational Services reported as follows:

*“PURPOSE*

The purpose of this report is to consider a review of the Reward for Information on Vandalism decision for the Central Coast Council.

*BACKGROUND*

In August 1996 Council resolved the following:

‘That the Council offer a cash reward of an amount of up to \$1,000 for information leading to the future conviction of a person or persons involved in acts of vandalism to public property within the Central Coast municipal area, and that:

1. The matter of when to offer the reward and the amount offered be left in the hands of the Mayor and the General Manager after consultation with the local Police Officer in Charge; and
2. The recovery of the reward and the cost of restoring damage to property be rigorously pursued in a court of law together with that of a substantial penalty.

In 2000, this resolution was reaffirmed with the amount being offered being increased to \$2,000.

### *DISCUSSION*

The purpose of this resolution is to provide an incentive for people to come forward to identify the perpetrators of vandalism to Council property.

Given that the previous resolution was dated 2000 it was considered it timely to review this resolution and in particular the amount being offered.

With this in mind the maximum amount is recommended to increase to \$5,000.

As part of the review Council sought legal advice in relation to the resolution. This legal advice determined that the second part of the original resolution could not legally be pursued in full (as provided at Agenda item 11.3).

The imposing of a substantial penalty would be a matter for the courts to determine in discussions with the police and would be beyond Council control an input.

Part two of the original resolution should therefore be changed to reflect this. The recommended wording would then be;

*“The recovery of the reward and the cost of restoring damage be rigorously pursued in a court of law”*

It should be noted that there is no knowledge of this reward ever being offered.

### *CONSULTATION*

No consultation was required in relation to the review of this matter.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

The implementation of this resolution will have no impact on the resources of the Council.

*CORPORATE COMPLIANCE*

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

The Environment and Sustainable Infrastructure

- Contribute to a safe and healthy environment

*CONCLUSION*

It is recommended that the Council adopt the Reward for Information on Vandalism resolution.”

■ Cr van Rooyen moved and Cr Carpenter seconded, “That the Council offer a cash reward of an amount of up to \$5,000 for information leading to the future conviction of a person or persons involved in acts of vandalism to public property within the Central Coast municipal area, and that:

1. The matter of when to offer the reward and the amount offered be left in the hands of the Mayor and the General Manager after consultation with the local Police Officer in Charge; and
2. The recovery of the reward and the cost of restoring damage to property be rigorously pursued in a court of law.”

Carried unanimously

**122/2019 Contracts and agreements**

The Director Organisational Services reported as follows:

“A Schedule of Contracts and Agreements (other than those approved under the common seal) entered into during the month of March 2019 has been submitted by the General Manager to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reported as follows:

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

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

Carried unanimously

### **123/2019 Correspondence addressed to the Mayor and Councillors**

The Director Organisational Services reported as follows:

"A Schedule of Correspondence addressed to the Mayor and Councillors for the period 18 March and 15 April 2019 and which was addressed to the 'Mayor and Councillors' is appended. Reporting of this correspondence is required in accordance with Council policy.

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 reported as follows:

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

- Cr Fuller moved and Cr Carpenter seconded, "That the Schedule of Correspondence addressed to the Mayor and Councillors (a copy being appended to and forming part of the minutes) be received."

Carried unanimously

### **124/2019 Common seal**

The Director Organisational Services reported as follows:

"A Schedule of Documents for Affixing of the Common Seal for the period 18 March to 15 April 2019 is submitted for the authority of the Council to be given. Use of the common seal must first be authorised by a resolution of the Council.

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

The Executive Services Officer reported as follows:

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

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

Carried unanimously

### **125/2019 Financial statements**

The Director Organisational Services reported as follows:

“The following principal financial statements of the Council for the period ended 31 March 2019 are submitted for consideration:

- Summary of Rates and Fire Service Levies
- Operating Budgets (Inc. the operating budget commentary report)
- Balance Sheet
- Statement of Comprehensive Income
- Capital Works Schedule 2018–2019.

Relevant commentary has been provided to explain variations between year to date actuals and budgets.

Generally, however some variations will exist where the phasing of the budget has not been in line with the actual expenditure. Variations will also occur in operating areas, and specifically the outdoor areas where the work carried out is often dictated to by the environmental conditions.”

The Executive Services Officer reported as follows:

“Copies of the financial statements to 31 March 2019 have been circulated to all Councillors.”

■ Cr Carpenter moved and Cr Overton seconded, “That the financial statements to 31 March 2019 (copies being appended to and forming part of the minutes) be received.”

Carried unanimously

**CLOSURE OF MEETING TO THE PUBLIC**

**126/2019 Meeting closed to the public**

The Executive Services Officer reported as follows:

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

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

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

<b>Matter</b>	<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
Qualified Person’s Advice  128A/2019 – Reward for Information on Vandalism (69/2000 – 21.02.2000).	15(2)(i) Matters relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council.”

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

<b>Matter</b>	<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

<p>Qualified Person’s Advice</p> <p>128A/2019 – Reward for Information on Vandalism (69/2000 – 21.02.2000).</p>	<p>15(2)(i) Matters relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council</p>
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Carried unanimously and by absolute majority

The Executive Services Officer further reported as follows:

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

The meeting moved into Closed session at 7.13pm.

**127/2019 Confirmation of Closed session minutes**

The Executive Services Officer reported as follows:

“The Closed session minutes of the previous ordinary meeting of the Council held on 18 March 2019 have already been circulated. The minutes are required to be confirmed for their accuracy.

...

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

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

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

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

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

(c) in relation to a matter discussed at the closed meeting, the details of the discussion of the matter, and the outcome of the discussion, are not to be recorded in the minutes of that part of the meeting that is open to the public unless the council, or council committee, determines otherwise.’

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

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GENERAL MANAGEMENT

**128/2019    Qualified Person's Advice**

The General Manager reported as follows:

“The qualified advice referred to at Minute No. 121 was included as Confidential attachments to the relevant reports. Under Section 65 (2)(b) of the *Local Government Act 1993*, the General Manager is to provide the Council with copies of qualified advice received from an appropriately qualified or experienced professional.

...

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

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

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

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

- (c) in relation to a matter discussed at the closed meeting, the details of the discussion of the matter, and the outcome of the discussion, are not to be recorded in the minutes of that part of the meeting that is open to the public unless the council, or council committee, determines otherwise.’

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

## Closure

There being no further business, the Mayor declared the meeting closed at 7.25pm.

CONFIRMED THIS 20TH DAY OF MAY, 2019.

## Chairperson

(Imm:lb)

## Appendices

- Minute No. 108/2019 – Customer Service Charter (71/2018 – 19.03.2018)
- Minute No. 110/2019 – Schedule of Statutory Determinations
- Minute No. 112/2019 – Application No. DA2018189 – 22 Henslowes Road, Ulverstone – TasWater Submission to Planning Authority Notice TWDA 2018/01847–CC dated 26 November 2018; and  
Statement of Compliance by the Council acting as the Road Authority – Vehicular and Drainage Access – Multiple Dwellings – 22 Henslowes Road, Ulverstone DA2018189  
Statement of Compliance by the Council acting as the Road Authority – Vehicular and Drainage Access – Two Lot Subdivision – 22 Henslowes Road, Ulverstone DA2018189
- Minute No. 113/2019 – Dog control – schedule of fees fixed for the 2018–2019 financial year.
- Minute No. 114/2019 – Schedule of Infrastructure Services Determinations
- Minute No. 115/2019 – CONFIDENTIAL – Food Organics and Garden Organics (FOGO) Collection Service (135/2015–18.05.2015) – Risk Assessment
- Minute No. 118/2019 – Plans of Explorer Drive (extension), Turners Beach, Lillian Court, Turners Beach; Hill View Way, West Ulverstone and Barleen Place, West Ulverstone.
- Minute No. 120/2019 – Related Party Transaction Policy
- Minute No. 122/2019 – Schedule of Contracts & Agreements
- Minute No. 123/2019 – Schedule of Correspondence addressed to the Mayor and Councillors
- Minute No. 124/2019 – Schedule of Documents for Affixing of the Common Seal
- Minute No. 125/2019 – Financial Statements
- Minute No. 128A/2019 – Qualified Persons Advice

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*QUALIFIED PERSON'S ADVICE*

The *Local Government Act 1993* (the Act), Section 65 provides as follows:

- “(1) A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.
- (2) A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless –
- (a) the general manager certifies, in writing –
    - (i) that such advice was obtained; and
    - (ii) that the general manager took the advice into account in providing general advice to the council or council committee; and
  - (b) a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager's certificate.”

In accordance with Section 65 of the Act, I certify:

- (i) that the reports within the Council minutes contain advice, information and recommendations given by persons who have the qualifications and experience necessary to give such advice, information or recommendation;
- (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 another person's general advice who is appropriately qualified or experienced; and
- (iii) that copies of advice received from an appropriately qualified or experienced professional have been provided to the Council.



Sandra Ayton  
GENERAL MANAGER

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# Associated Reports And Documents

# Customer Service Charter

April 2019



**CENTRAL COAST COUNCIL**

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

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## 1. PURPOSE

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

## 2. GENERAL PRINCIPLES

### 2.1 Honesty and Integrity

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

### 2.2 Professionalism

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

### 2.3 Privacy

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

### 3. CONTACT THE COUNCIL

#### 3.1 In Person

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

#### 3.2 By Phone

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

#### 3.3 By Electronic communication

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

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

#### 3.4 In Writing

You may write to:

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

#### 3.5 Service Request

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

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

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

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

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

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

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

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

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

## **4. COMPLAINTS**

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

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

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

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

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

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

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

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

- (a) The Ombudsman  
GPO Box 960  
HOBART TAS 7001  
Phone: 1800 001 170  
Email: [ombudsman@ombudsman.tas.gov.au](mailto:ombudsman@ombudsman.tas.gov.au)
- (b) The Director  
Local Government Division  
Department of Premier and Cabinet  
GPO Box 123  
HOBART TAS 7001  
Phone: 03 6232 7022  
Email: [lqd@dpac.tas.gov.au](mailto:lqd@dpac.tas.gov.au)

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

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

## 5 LEGISLATION AND INTERNAL DOCUMENTS

Related legislation and internal documents include:

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

## 6. SERVICE STANDARDS

### 6.1 Contact by telephone

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

### 6.2 Contact in writing

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

### 6.3 Service Requests

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

## 6.4 Complaints

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

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

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

**Central Coast Council**  
**List of Development Applications Determined**  
**Period from: 1 to 31 March 2019**

Application Number Display	Address	DA Type	Proposed use	Application Date	Decision Date	Day determined	Cost Of Works
DA2018003 – 1	11 Fysh Street FORTH,TAS,7310	Minor amendment of a Permit.	Residential (dwelling)	27/02/2019	5/03/2019	1	\$0.00
DA2018143	48 White Hills Road PENGUIN,TAS,7316	Discretionary	Residential (Subdivision – six lots)	6/11/2018	12/03/2019	48	\$60,000.00
DA2018154	40 Mission Hill Road PENGUIN,TAS,7316	Discretionary	Residential (multiple dwellings x four)	15/11/2018	13/03/2019	26	\$850,000.00
DA2018181	58 Main Street ULVERSTONE,TAS,7315	Discretionary	Vehicle fuel sales and service (removal of tanks, installation of new tanks and new signage including upgrades)	19/12/2018	21/03/2019	11	\$666,000.00
DA2018194	547 Preston Road NORTH MOTTON,TAS,7315	Discretionary	Residential (reinstatement of wastewater and stormwater systems and reliance on E4 Change in Ground Level Code)	25/01/2019	20/03/2019	29	\$50,000.00
DA2018199	18 Jermyn Street ULVERSTONE,TAS,7315	Discretionary	Residential (multiple dwellings x three)	31/01/2019	21/03/2019	30	\$425,000.00
DA2018202	164 Main Road PENGUIN,TAS,7316	Discretionary	Residential (garage and two decks – over existing carport and proposed garage)	4/02/2019	18/03/2019	32	\$65,000.00
DA2018206	34 Dial Street ULVERSTONE,TAS,7315	Discretionary	Residential (dwelling extensions including an upper floor addition)	5/02/2019	5/03/2019	22	\$250,000.00

**Central Coast Council**  
**List of Development Applications Determined**  
**Period from: 1 to 31 March 2019**

DA2018210	19 South Road PENGUIN,TAS,7316	Discretionary	Residential (outbuilding – garage)	8/02/2019	22/03/2019	31	\$12,500.00
DA2018211	81 Fieldings Road SOUTH RIANA,TAS,7316	Discretionary	Subdivision and amalgamation – discretionary development in the Rural Resource zone	12/02/2019	19/03/2019	29	\$10,000.00
DA2018212	28 Main Street ULVERSTONE,TAS,7315	Discretionary	Residential (dwelling extensions including partial demolition)	13/02/2019	15/03/2019	29	\$160,000.00
DA2018214	25 Walker Street ULVERSTONE,TAS,7315	Permitted	Residential (multiple dwellings x two and demolition of existing buildings)	14/02/2019	1/03/2019	9	\$420,000.00
DA2018215	20 Grove Street ULVERSTONE,TAS,7315	Permitted	Visitor Accommodation	14/02/2019	5/03/2019	1	\$5,000.00
DA2018217	57 Leven Street ULVERSTONE,TAS,7315	Discretionary	Residential (dwelling)	14/02/2019	21/03/2019	23	\$250,000.00
DA2018218	12 Coral Avenue ULVERSTONE,TAS,7315	Discretionary	Residential (dwelling)	15/02/2019	27/03/2019	28	\$250,000.00
DA2018219	382 Preservation Drive SULPHUR CREEK,TAS,7316	Discretionary	Residential (roof over deck and carport)	15/02/2019	26/03/2019	25	\$15,000.00
DA2018220	130 Dial Road PENGUIN,TAS,7316	Permitted	Residential – Outbuilding – Garage	19/02/2019	5/03/2019	6	\$8,000.00
DA2018223	145 Edinborough Road ABBOTSHAM,TAS,7315	Discretionary	Resource development (agricultural shed extension)	26/02/2019	26/03/2019	22	\$7,000.00
DA2018227	4 Tasma Parade WEST ULVERSTONE,TAS,7315	Permitted	Change of use – Visitor Accommodation	1/03/2019	13/03/2019	8	\$1,000.00

**Central Coast Council**  
**List of Development Applications Determined**  
**Period from: 1 to 31 March 2019**

DA2018233	153 Preston Road GAWLER, TAS, 7315	Permitted	Residential (shed)	7/03/2019	20/03/2019	2	\$4,000.00
DA2018237	1 Tamworth Street SULPHUR CREEK, TAS, 7316	Discretionary	Residential (outbuilding – deck roof extension)	8/03/2019	14/03/2019	2	\$1,200.00
DA217219	CT48349/1 South Road PENGUIN, TAS, 7316	Discretionary	Residential (dwelling and outbuildings – barn, stables and animal shelter)	9/11/2018	5/03/2019	21	\$150,000.00

**SCHEDULE OF STATUTORY DETERMINATIONS  
MADE UNDER DELEGATION**

Period: 1 March 2019 to 31 March 2019

Building Permits – 6

• New dwellings	3	\$955,000
• Additions/Alterations	0	\$0
• Other	3	\$1,075,000
• Outbuildings	0	\$0

Permit of Substantial Compliance – Building – 0

Notifiable Work – Building – 5

• New dwellings	2	\$700,000
• Outbuildings	1	\$100,000
• Additions/Alterations	2	\$104,000
• Other	2	\$21,081

Building Low Risk Work – 1

Plumbing Permits – 6

Certificate of Likely Compliance – Plumbing – 10

Notifiable Work – Plumbing – 0

Plumbing Low Risk Work – 1

Food Business registrations (renewals) – 8

Food Business registrations – 2

Temporary Food Business registrations – 3

Temporary 12 month Statewide Food Business Registrations – 2

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

**SCHEDULE OF COMMUNITY SERVICES DETERMINATIONS  
MADE UNDER DELEGATION**

Period: March 2019

**Abatement notices issued**

ADDRESS	PROPERTY ID
103-103A Reibey Street, Ulverstone	101420.0800

**Kennel Licence issued**

ADDRESS	OWNER
245 Kindred Road, Forth	Jennifer Last
4 Riverside Avenue, Ulverstone	Michelle Williamson
44 Hull Street, Leith	Lisa Iveson

**Permits issued under Animal By-law 1 - 2018**

ADDRESS	PERMIT ISSUED FOR
Trevor Targett, 62 Victoria Street, Ulverstone	1 rooster, 12 hens, 12 ducks
Rodney Good, 9 Alice Street, Ulverstone	1 rooster, 6 hens, 1 bantam



Cor Vander Vlist  
DIRECTOR COMMUNITY SERVICES

## Submission to Planning Authority Notice

Council Planning Permit No.	DA2018189	Council notice date	4/03/2019	
<b>TasWater details</b>				
TasWater Reference No.	TWDA 2019/00286-CC	Date of response	26/03/2019	
TasWater Contact	Phil Papps	Phone No.	(03) 6237 8246	
<b>Response issued to</b>				
Council name	CENTRAL COAST COUNCIL			
Contact details	planning.cmw@centralcoast.tas.gov.au			
<b>Development details</b>				
Address	22 HENSLOWES ROAD, ULVERSTONE	Property ID (PID)	6961603	
Description of development	Subdivision - 2 lots and 2 multiple dwellings			
<b>Schedule of drawings/documents</b>				
	Prepared by	Drawing/document No.	Revision No.	Date of Issue
n+b		Location Plan / A101	B	20/03/2019
n+b		Subdivision Plan / A103	B	20/03/2019
<b>Conditions</b>				
<p>Pursuant to the <i>Water and Sewerage Industry Act 2008 (TAS)</i> Section 56P(1) TasWater imposes the following conditions on the permit for this application:</p> <p><b>CONNECTIONS, METERING &amp; BACKFLOW</b></p> <ol style="list-style-type: none"> <li>1. A suitably sized water supply with metered connections / sewerage system and connections to each dwelling unit / lot of the development must be designed and constructed to TasWater's satisfaction and be in accordance with any other conditions in this permit.</li> <li>2. Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections must be carried out by TasWater at the developer's cost.</li> </ol> <p><b>ASSET CREATION &amp; INFRASTRUCTURE WORKS</b></p> <ol style="list-style-type: none"> <li>3. TasWater's existing sewerage system must be extended to service the proposed new lot in accordance with TasWater standards.</li> <li>4. Plans submitted with the application for Engineering Design Approval must, to the satisfaction of TasWater show, all existing, redundant and/or proposed property services and mains.</li> <li>5. Prior to applying for a Permit to Construct the new TasWater infrastructure the developer must obtain from TasWater Engineering Design Approval for the new infrastructure. The application for Engineering Design Approval must include engineering design plans prepared by a suitably qualified person showing the hydraulic servicing requirements for water and sewerage to TasWater's satisfaction.</li> <li>6. Prior to works commencing, a Permit to Construct must be applied for and issued by TasWater. All infrastructure works must be inspected by TasWater and be to TasWater's satisfaction.</li> <li>7. In addition to any other conditions in this permit, all works must be constructed under the supervision of a suitably qualified person in accordance with TasWater's requirements.</li> <li>8. Prior to the issue of a Consent to Register a Legal Document all additions, extensions, alterations or</li> </ol>				

- upgrades to TasWater's water and sewerage infrastructure required to service the development, are to be constructed at the expense of the developer to the satisfaction of TasWater, with live connections performed by TasWater.
9. After testing, to TasWater's requirements, of newly created works, the developer must apply to TasWater for connection of these works to existing TasWater infrastructure, at the developer's cost.
  10. At practical completion of the water and sewerage works and prior to TasWater issuing a Consent to a Register Legal Document the developer must obtain a Certificate of Practical Completion from TasWater for the works that will be transferred to TasWater. To obtain a Certificate of Practical Completion:
    - a. Written confirmation from the supervising suitably qualified person certifying that the works have been constructed in accordance with the TasWater approved plans and specifications and that the appropriate level of workmanship has been achieved;
    - b. A request for a joint on-site inspection with TasWater's authorised representative must be made;
    - c. Security for the twelve (12) month defects liability period to the value of 10% of the works must be lodged with TasWater. This security must be in the form of a bank guarantee;
    - d. As constructed drawings must be prepared by a suitably qualified person to TasWater's satisfaction and forwarded to TasWater.
  11. After the Certificate of Practical Completion has been issued, a 12 month defects liability period applies to this infrastructure. During this period all defects must be rectified at the developer's cost and to the satisfaction of TasWater. A further 12 month defects liability period may be applied to defects after rectification. TasWater may, at its discretion, undertake rectification of any defects at the developer's cost. Upon completion, of the defects liability period the developer must request TasWater to issue a "Certificate of Final Acceptance". The newly constructed infrastructure will be transferred to TasWater upon issue of this certificate and TasWater will release any security held for the defects liability period.
  12. The developer must take all precautions to protect existing TasWater infrastructure. Any damage caused to existing TasWater infrastructure during the construction period must be promptly reported to TasWater and repaired by TasWater at the developer's cost.
  13. Ground levels over the TasWater assets and/or easements must not be altered without the written approval of TasWater.

#### **FINAL PLANS, EASEMENTS & ENDORSEMENTS**

14. Prior to the Sealing of the Final Plan of Survey, a Consent to Register a Legal Document must be obtained from TasWater as evidence of compliance with these conditions when application for sealing is made.

*Advice: Council will refer the Final Plan of Survey to TasWater requesting Consent to Register a Legal Document be issued directly to them on behalf of the applicant.*
15. Pipeline easements, to TasWater's satisfaction, must be created over any existing or proposed TasWater infrastructure and be in accordance with TasWater's standard pipeline easement conditions.

#### **56W CONSENT**

16. Prior to the issue of the Certificate for Certifiable Work (Building) and/or (Plumbing) by TasWater the applicant or landowner as the case may be must make application to TasWater pursuant to section 56W of the Water and Sewerage Industry Act 2008 for its consent in respect of that part of the development which is built within a TasWater easement or over or within two metres of

TasWater infrastructure.

17. The plans submitted with the application for the Certificate for Certifiable Work (Building) and/or (Plumbing) must show footings of the existing dwelling located within 2.0m from the proposed new sewer main to be sufficiently deep to adequately protect the integrity of TasWater's infrastructure, and to TasWater's satisfaction, be in accordance with AS3500 Part 2.2 Section 3.8 to ensure that no loads are transferred to the TasWater's pipe. These plans must also include a cross sectional view through the footings which clearly shows;
- Proposed new sewer main location and depth relative to the footings of the existing dwelling, and;
  - The line of influence from the base of the existing/modified footing must pass below the invert of the pipe and be clear of the pipe trench.

#### **DEVELOPMENT ASSESSMENT FEES**

18. The applicant or landowner as the case may be, must pay a development assessment and Consent to Register a Legal Document fee to TasWater, as approved by the Economic Regulator and the fees will be indexed, until the date they are paid to TasWater, as follows:
- \$211.63 for development assessment; and
  - \$149.20 for Consent to Register a Legal Document

The payment is required within 30 days of the issue of an invoice by TasWater.

#### **Advice**

##### **General**

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

For application forms please visit <http://www.taswater.com.au/Development/Forms>

##### **Service Locations**

Please note that the developer is responsible for arranging to locate the existing TasWater infrastructure and clearly showing it on the drawings. Existing TasWater infrastructure may be located by a surveyor and/or a private contractor engaged at the developers cost to locate the infrastructure.

The location of TasWater infrastructure as shown on the GIS is indicative only.

- A permit is required to work within TasWater's easements or in the vicinity of its infrastructure. Further information can be obtained from TasWater
- TasWater has listed a number of service providers who can provide asset detection and location services should you require it. Visit [www.taswater.com.au/Development/Service-location](http://www.taswater.com.au/Development/Service-location) for a list of companies
- TasWater will locate residential water stop taps free of charge
- Sewer drainage plans or Inspection Openings (IO) for residential properties are available from your local council.

#### **Declaration**

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

#### **Authorised by**



Jason Taylor  
Development Assessment Manager

**TasWater Contact Details**

Phone	13 6992	Email	development@taswater.com.au
Mail	GPO Box 1393 Hobart TAS 7001	Web	www.taswater.com.au

CENTRAL COAST COUNCIL

I certify that this is Taswater-Submission  
to Planning Authority Notice for  
22 Henslowes Road Ul WDA 2019/00286-CC  
DA 2018/89 referred to in  
Minute No. 1209 of a meeting of the  
Council held on 15 04 2019

  
Executive Services Officer

2 April 2019

Our ref.: DA2018189, paa:kaa

Doc ID: 318968

Mr N J Brandsema  
n + b  
8 Brandsema Street  
TURNERS BEACH TAS 7315

Dear Nick

LOCAL GOVERNMENT (HIGHWAYS) ACT 1982 AND URBAN DRAINAGE ACT 2013  
STATEMENT OF COMPLIANCE FOR VEHICULAR ACCESS AND DRAINAGE ACCESS  
MULTIPLE DWELLINGS – 22 HENSLOWES ROAD, ULVERSTONE

I refer to your application DA2018189, which in part is for multiple dwellings at 22 Henslowes Road, Ulverstone and based on the information supplied with the application make the following determination in respect to vehicular access and stormwater disposal.

Access can be provided to the road network at 22 Henslowes Road subject to the following:

- R1 The new 6.0 metre wide access to be constructed towards the centre of the Henslowes Road frontage, as required in the Statement of Compliance for the subdivision, may be used as access to the proposed unit development;
- R2 Sight triangle areas adjacent to the driveway access must be kept clear of obstructions to visibility, as per Figure 3.3 Minimum Sight Lines for Pedestrian Safety of AS/NZS 2890.1 (copy enclosed);

Access can be provided to the Council's stormwater network at 22 Henslowes Road, Ulverstone to drain stormwater from the proposed development subject to the following:

- S1 The underground stormwater connection point provided to the Lot, as required in the Statement of Compliance for the subdivision, may be used to drain stormwater from the proposed unit development;
- S2 On-site detention storage must be provided to limit the peak rate of piped stormwater discharge and overland flow from the site, to that generated for the site developed to a level of 40 per cent impervious for a 5% AEP event;

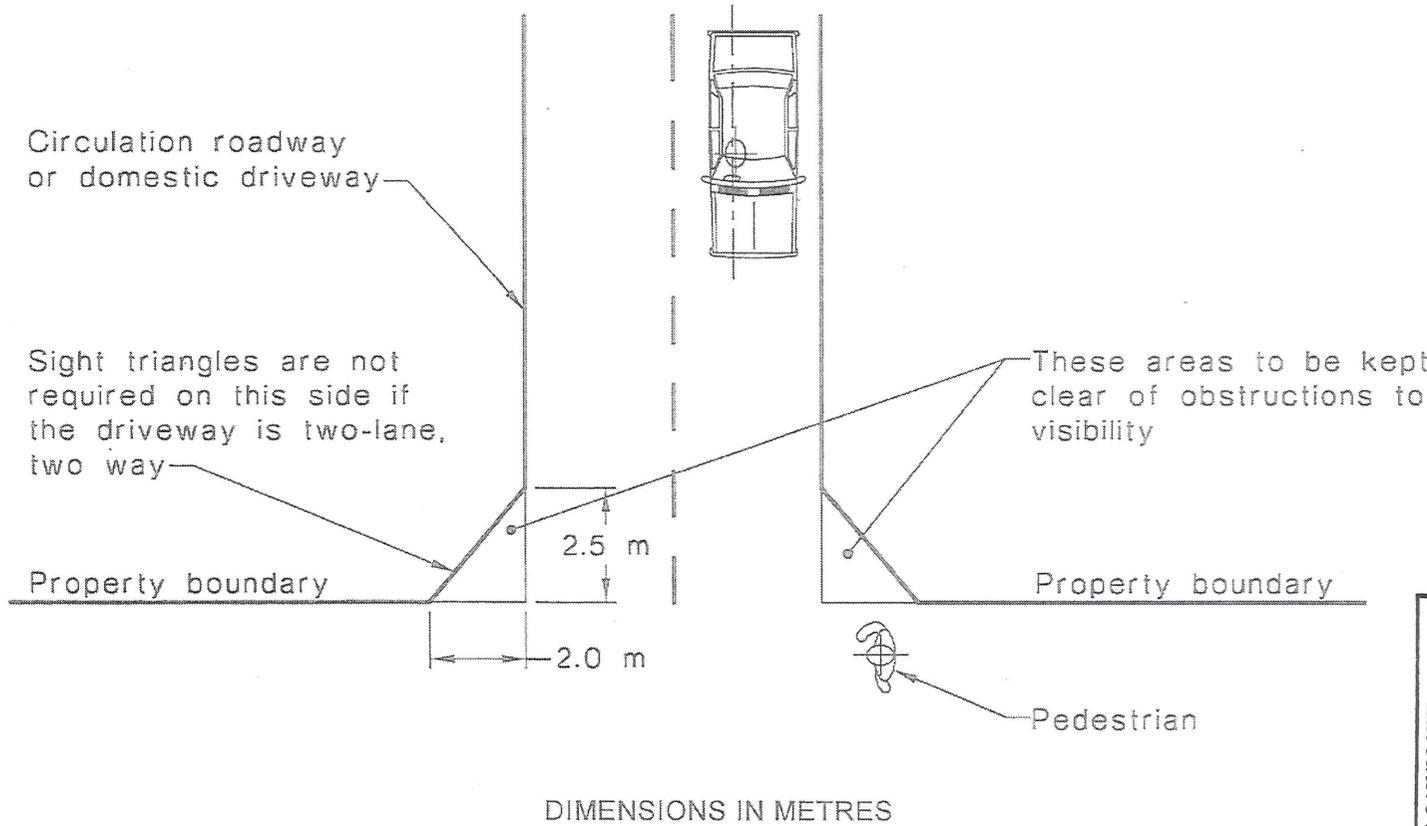


FIGURE 3.3 MINIMUM SIGHT LINES FOR PEDESTRIAN SAFETY

CENTRAL COAST COUNCIL  
Residential - Statement of Compliance

I certify that this is Statement of Compliance  
Vehicular Access + Drainage Access

22 Henslowes Road, Dlv referred to in  
DA 2018/189

Minute No. 1/2019 of a meeting of the  
Council held on 15 / 04 / 2019

.....  
Executive Services Officer

28 March 2019

Our ref.: DA2018189, paa:kaa

Doc ID: 319013

Mr N J Brandsema  
n + b  
8 Brandsema Street  
TURNERS BEACH TAS 7315

Dear Nick

LOCAL GOVERNMENT (HIGHWAYS) ACT 1982 AND URBAN DRAINAGE ACT 2013  
STATEMENT OF COMPLIANCE FOR VEHICULAR ACCESS AND DRAINAGE ACCESS  
TWO LOT SUBDIVISION - 22 HENSLOWES ROAD, ULVERSTONE

I refer to your application DA2018189, which in part is for a two lot subdivision at 22 Henslowes Road, Ulverstone and based on the information supplied with the application make the following determination in respect to vehicular access, stormwater disposal and Council infrastructure.

Access can be provided to the road network at 22 Henslowes Road subject to the following:

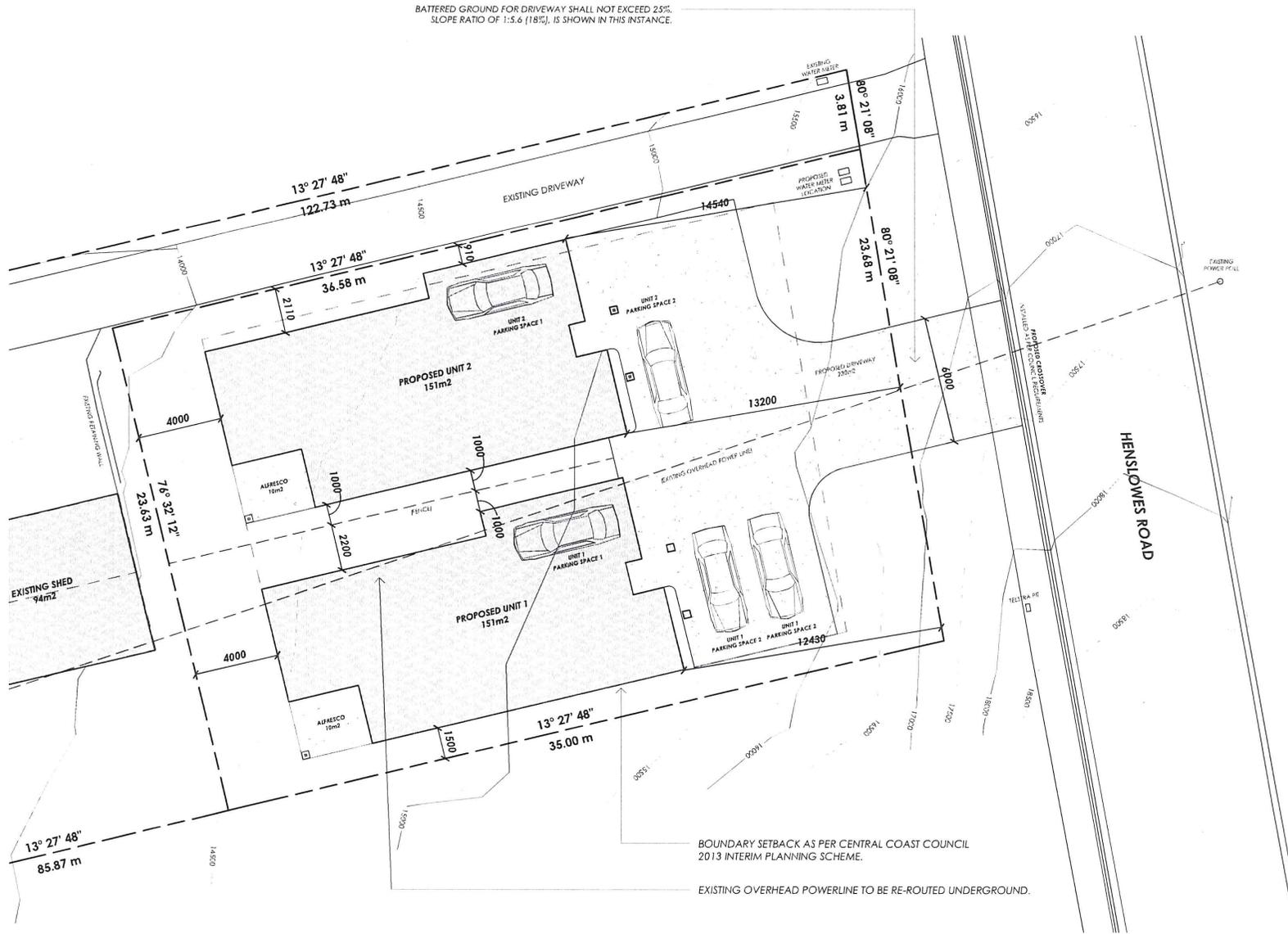
- R1 The existing access located towards the eastern end of the Henslowes Road frontage may be used as the access to Lot A (existing house lot);
- R2 A new 6.0 metre wide access may be located towards the centre of the Henslowes Road frontage, generally as shown on the enclosed n + b Proposed Site Plan, Sheet No. A104 of Project No. P18074 dated 7 February 2019, as the access to Lot B (created vacant lot);
- R3 A new 6.0 metre wide kerb crossover (with footpath replacement) must be constructed in accordance with Standard Drawing TSD-R09-v1 Urban Roads - Driveways (copy enclosed) by the Council at the property owner's cost, as part of the access to Lot B;
- R4 A new 6.0 metre wide concrete driveway apron (section between the back of the footpath and the property boundary) must be constructed in accordance with Standard Drawing TSD-R09-v1 Urban Roads - Driveways (copy enclosed) by the property owner as part of the access to Lot B;

- S4 Any work associated with existing stormwater infrastructure will be undertaken by the Council, unless alternative arrangements are approved by the Council's Director Infrastructure Services or his representative;
- S5 Any damage or disturbance to existing stormwater infrastructure resulting from activity associated with the subdivision must be rectified;
- S6 All works or activity listed above must be completed to the satisfaction of the Council's Director Infrastructure Services or his representative;
- S7 All works or activity listed above shall be at the property owner's cost;
- S8 The final survey plan must show any areas on Lot B that cannot be serviced by the Council stormwater drainage system.

In general the following shall apply in respect to the provision of infrastructure associated with the development and to any existing Council infrastructure.

- I1 Engineering design drawings, including supporting documentation and calculations, for all road and stormwater infrastructure associated with the subdivision that will become an asset of the Council, must be submitted for the in principle approval of the Council's Director Infrastructure Services;
- I2 Construction is not to commence on any aspects of the subdivision until the relevant design drawings have been approved in principle by the Council's Director Infrastructure Services;
- I3 The provision, upgrading, re-routing, relocation or extension of Council infrastructure and services, required as a result of the subdivision, shall be done in accordance with the relevant standards and to the satisfaction of the Council's Director Infrastructure Services or his representative;
- I4 The provision, upgrading, re-routing, relocation or extension of Council infrastructure and services, required as a result of the subdivision, shall be at the developer's/property owner's cost;
- I5 Any damage or disturbance to existing services resulting from activity associated with the multiple dwelling development must be rectified at the developer's/property owner's cost.

BATTERED GROUND FOR DRIVEWAY SHALL NOT EXCEED 25%.  
SLOPE RATIO OF 1:5.6 (18%), IS SHOWN IN THIS INSTANCE.



### SITE PLAN LEGEND & NOTES

- NEW LEVELS
- ONSITE DATUM POINT
- EXISTING PRIMARY SITE CONTOUR
- EXISTING SECONDARY SITE CONTOUR
- BOUNDARY LINE

RL - REDUCED LEVEL

PRIMARY CONTOUR LINES SHOWN AT 1000mm INTERVALS  
SECONDARY CONTOURS SHOWN AT 250mm INTERVALS

ALL RL LEVELS REFER TO AHD (AUSTRALIAN HEIGHT DATUM)

#### DRIVEWAY

EXPOSED AGGREGATE 120mm THICK 25MPa CONCRETE WITH SAW CUTS AT 4000mm CRS, 24 HOURS AFTER POURING. AGGREGATE STYLE AND FINISH TO BE CONFIRMED BY OWNER.

#### GENERAL NOTES:

DURING CONSTRUCTION SOIL AND WATER IS TO BE APPROPRIATELY MANAGED. THIS INCLUDES THE PROVISION OF SILT FENCING, FILTER SCREENS OR DEDICATED SILT TRAPS TO PREVENT THE DISCHARGE OF GRAVEL, SOIL OR OTHER DEBRIS TO ANY EXISTING WATER COURSE OR ADJOINING PROPERTY DURING THE CONSTRUCTION PROCESS.

#### EXCAVATION:

ALLOW FOR BULK EXCAVATION WHERE REQUIRED AND ALL EXCAVATION, FILLING, BACK FILLING AND CONSOLIDATION REQUIRED FOR THE FOOTINGS AND SLAB. RETAIN ALL ACCESSES AND SERVICES AS INDICATED. MAKE GOOD.

#### SETTING OUT:

THE BUILDER SHALL ACCURATELY SET-OUT THE WORKS AND VERIFY ALL DIMENSIONS AND LEVELS BEFORE COMMENCING ANY WORKS, AND SHALL MAKE GOOD AT HIS OWN EXPENSE ANY ERRORS ARISING FROM INACCURACIES OF THE SETOUT.

ALL SETOUT DIMENSIONS SHOWN ARE TO THE OUTSIDE FACE OF THE EXTERNAL THE CLADDING OR VENEER.

#### PROTECTION WORK

##### (SECTION 121 OF THE BUILDING ACT)

IF EXCAVATION IS TO A LEVEL BELOW THAT OF THE ADJOINING OWNER'S FOOTINGS, ALONG THE TITLE BOUNDARY OR WITHIN 3 METRES OF A BUILDING BELONGING TO AN ADJOINING OWNER, THE BUILDER MUST (AS A MINIMUM) PROVIDE AND MAINTAIN A GUARD TO SUPERVISE THE EXCAVATION. ADJOINING OWNER TO BE NOTIFIED USING FORM 6 (BUILDING AND PROTECTION WORK NOTICE) BY THE BUILDING SURVEYOR.



## PROPOSED SITE PLAN

Scale 1 : 200

n+b

22 Fieldings Way  
Ulverstone, Tasmania  
Australia  
7515

m 0417 154 369 e n+b@n+b.com.au  
License No. 017538552 ABN 946 222 219 16

Issued As  
**PLANNING**

Scale A3  
**1 : 200**

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Revision  
No. Date Description  
A 15/12/18 Issued as PLANNING

do not scale off plans  
all dimensions are in millimeters  
confirm all dimensions on site  
all work relevant to NCC & AS

Project  
**UNIT DEVELOPMENT & SUBDIVISION**  
Location  
**22 HENSLOWES ROAD, ULVERSTONE**  
Client  
**ROCCO LOPRESE**

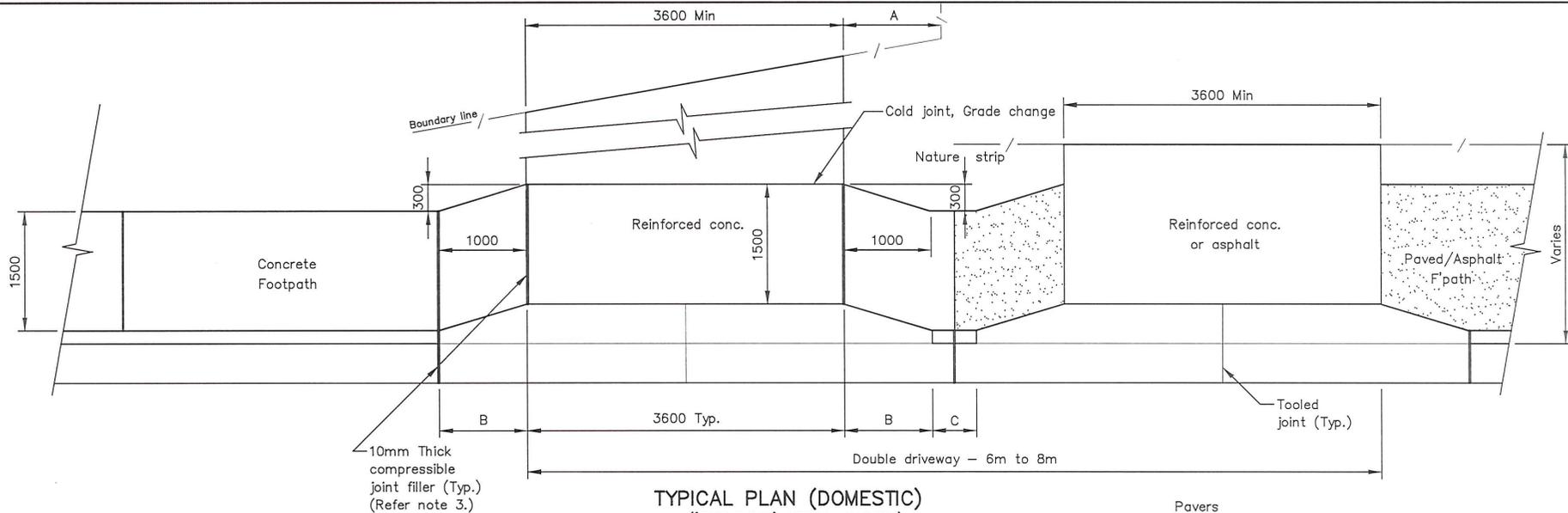
Sheet Title  
**PROPOSED SITE PLAN**

Drawn Issue Date Project No. Revision  
NJB 07/02/18 P18074 A

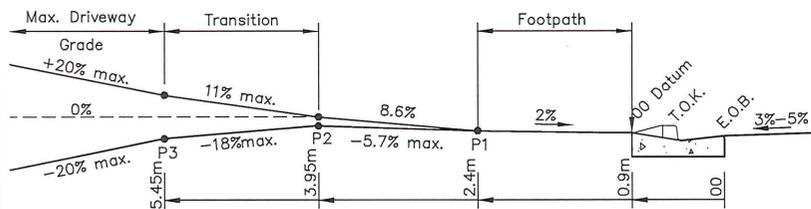
Sheet Number

**A104**

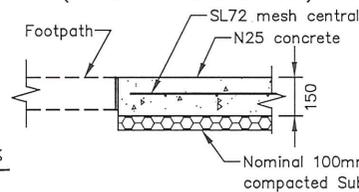
/A107



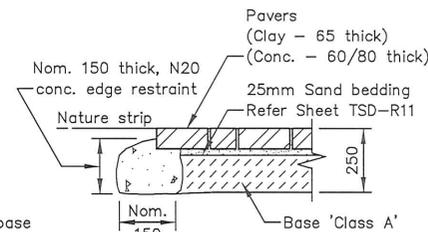
**TYPICAL PLAN (DOMESTIC)**  
(TYPE KC' KERB SHOWN)



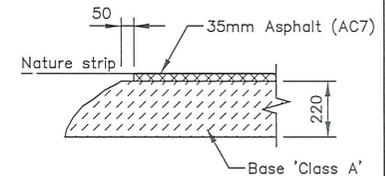
**TYPICAL DRIVEWAY PROFILE**  
SUITS 'B85' / 'B99' VEHICLES  
(TYPE KC' KERB / FOOTPATH AT KERB SHOWN)



CONCRETE



SEGMENTAL PAVERS



ASPHALT

**PAVEMENT DETAILS**

(For Sub-grade C.B.R.  $\geq$  4.0%)

**CONSTRUCTION NOTES**

1. Concrete surfaces - Edge tooled, broom finish.
2. The Principal may increase depth of base course(s) for subgrade strength (C.B.R. < 4.0%)
3. Extend 10mm compressible joint filler through concrete footpaths only (Refer sheet TSD-R11, Footpaths).

**DESIGN NOTES**

4. Design driveway profiles (tabulated) are in accordance with the requirements of 'AS/NZS 2890.1 : 2004' using 'Standard Design Vehicles':
  - B85 Vehicle - Domestic driveways (including 1 - 2 units)
  - B99 Vehicle - Light commercial, large unit development.
5. An approved engineering design is required for varying site conditions and for driveways used by 'Non Standard' vehicles, detailing the structural, plan geometry and vertical profile requirements.

DIMENSION TABLE - PLAN VIEW		
Dim.	Description	Notes
A	Boundary Offset	New Subdivisions - 1000mm min. Established areas - Match existing
B	Transition (Wing)	Types 'KC' and 'KCM': B = 1000mm
C	Min. kerb Length	Delete transitions and construct continuous crossing if 'C' IS < 500mm

SCALES: AS SHOWN  
(All scales are correct at A3)

XRef File: TSD-R09-v1.dwg

REFERENCES

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TAS Division  
**IPWEA**  
INSTITUTE OF PUBLIC WORKS  
ENGINEERING AUSTRALIA



**STANDARD DRAWING**  
URBAN ROADS  
DRIVEWAYS

GPO Box 1521, Hobart Tasmania 7001 | 326 Macquarie Street, Hobart Tasmania 7000  
T: 03 6233 5966 F: 03 6233 5986 Email: [admin@lgat.tas.gov.au](mailto:admin@lgat.tas.gov.au)

ISSUE DATE: 30-11-2013

DWG No:

TSD-R09-v1

## 2018–2019 Registration fees and other fees under the *Dog Control Act 2000*

DESCRIPTION	INCENTIVE RATE (IF PAID ON OR BEFORE 31 JULY 2018)	FULL RATE (IF PAID AFTER 31 JULY 2018)
Unsterilised dog	\$57.00	\$102.00
Sterilised dog*	\$34.00	\$45.00
Greyhound registered with the Tasmanian Greyhound Racing Board*	\$34.00	\$60.00
Pure Bred dog* (kept for breeding whose owner is the holder of a current stud prefix recognised by the Tasmanian Canine Association)	\$34.00	\$60.00
Working dog kept for the purpose of working farm stock*	\$34.00	\$60.00
Hunting dog*	\$34.00	\$60.00
Guide, Hearing or Companion dog	Nil	Nil
Newly registered dog (purchased through the year) – first year of registration only	**Pro-rata registration rate	**Pro-rata registration rate
Newly registered dog (up to six months of age)* for the first year of registration only	**Pro-rata registration rate	**Pro-rata registration rate
Registration fee for each Declared Dangerous Dog	\$260.00	\$315.00
Pensioners rate***	\$27.00	\$33.00
Transfer of dog registration from another Tasmanian Council for the same registration period (evidence must be provided)	Nil	Nil
Discount for Obedience Certificate****	\$1.00	\$1.00

. \*Proof of evidence must be provided at the time of registration (such as a veterinarian certificate, Tasmanian Canine Association certificate, Greyhound Racing Board certificate, current membership of a recognised hunting dog organisation).

. \*\*Pro rata registration rate - The rate is calculated as the Full Rate divisible by 12 and multiplied by the number of months or part thereof remaining in the financial year 1

July 2017 to 30 June 2018, or taken to be the Incentive Rate, whichever is the lesser. Note: the pro-rata registration rate does not apply where the owner has neglected to register a dog prior to being impounded.

- . \*\*\*Pensioners rate – The pensioner’s rate applies to ONE dog only (owned by a pensioner at the one property). Evidence such as the Pension Concession Card must be sighted at the time of payment.
- . \*\*\*\*Discount for Obedience Certificate – Proof of evidence must be provided at the time of registration – a current certificate of obedience proficiency has been provided from an approved dog training organisation which has been accepted as a provider of an appropriate obedience certificate.

And that the following fees for the management of the *Dog Control Act 2000* also be fixed:

DETAILS	AMOUNT (\$)
Impounding fee (1 <sup>st</sup> impoundment)*	\$30.00
Impounding fee (subsequent)*	\$80.00
Daily pound fee (per week day or any part thereof)**	\$50.00
Out of hours release fee (additional charge). Note: available in special circumstances only and if an appropriate authorised person is available.	\$90.00
Investigation of nuisance complaint (non-refundable)	\$25.00
Kennel Licence Application (initial) (not including dog registration)	\$130.00
Kennel Licence renewal (per year)	\$60.00
Replacement tag (each)	\$5.00
Dangerous dog collar (each)	Purchase price (plus 5% admin. fee and GST)
Dangerous dog sign (each)	Purchase price (Plus 5% admin. fee and GST)

- . \*Charged for the collection and short-term (less than 12 hours) impoundment.
- . \*\*Charged for long-term (12 hours or more) impoundment and in addition to the Impounding fee.”

*Fees for 2018–2019 were approved by the Council on 16 April 2018 – Minute No. 109/2018*



## SCHEDULE OF INFRASTRUCTURE SERVICES DETERMINATIONS

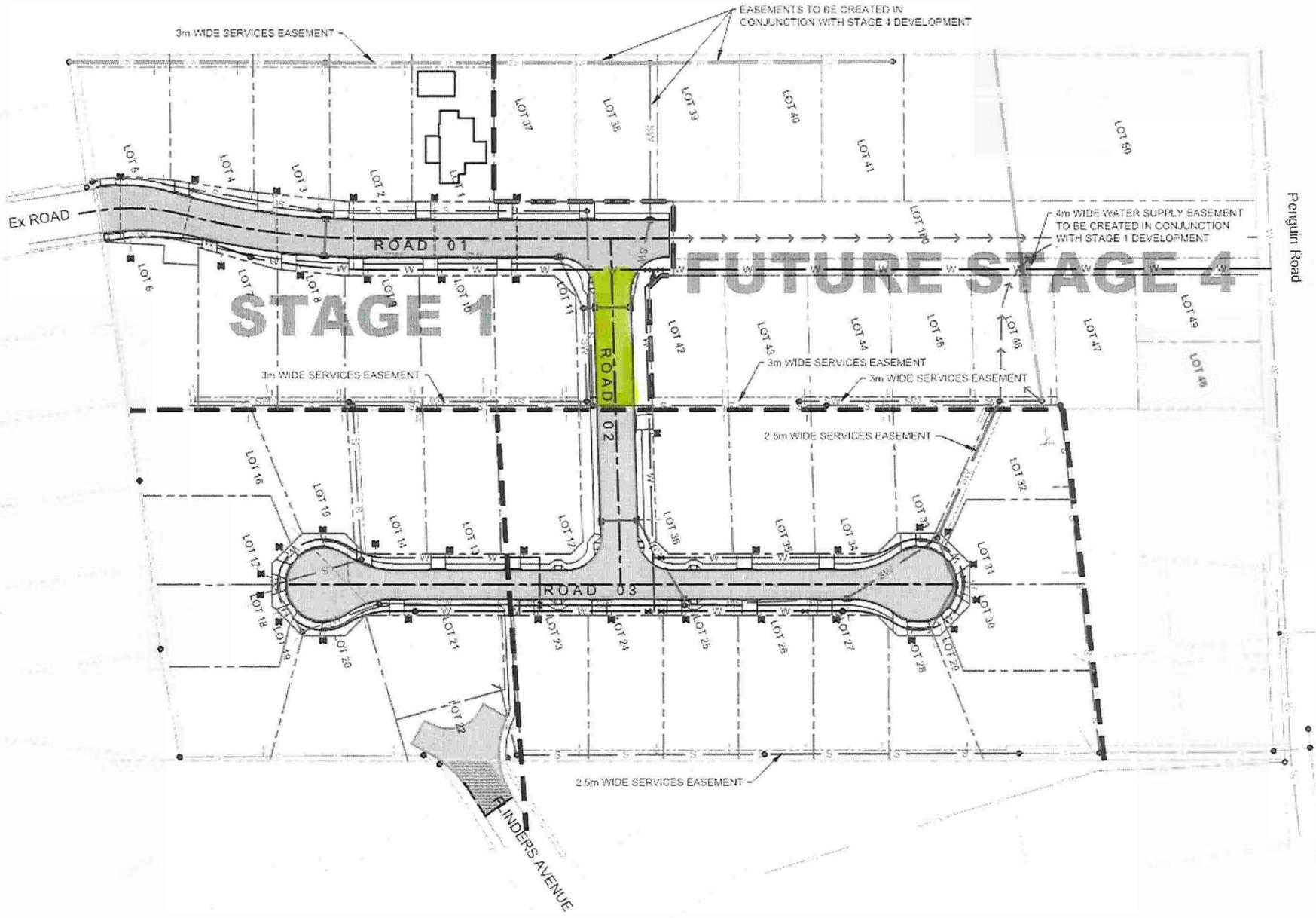
Period: 1 March 2018 to 31 March 2018

### *Approval of Roadworks and Services*

Developer: Central Coast Council  
Location: Dial Road, Penguin  
Development: 16 Residential Lots (Stage 1 - 12 Lots)  
Engineer: Dean Panton/Chris Walker  
(PDA Surveyors)

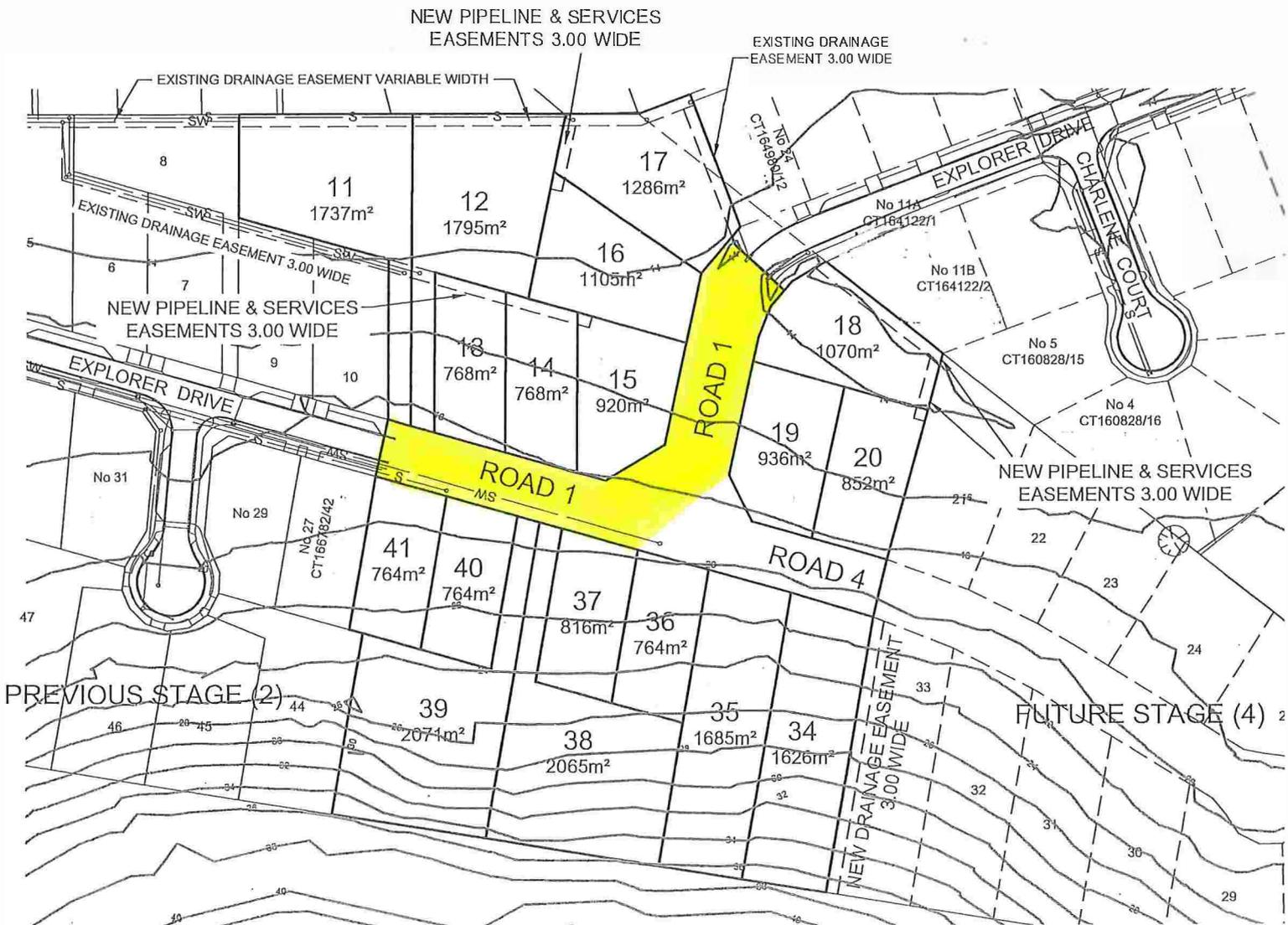
A handwritten signature in dark ink, appearing to read 'John Kersnovski', is written over a large, light grey, stylized 'J' that serves as a background for the signature.

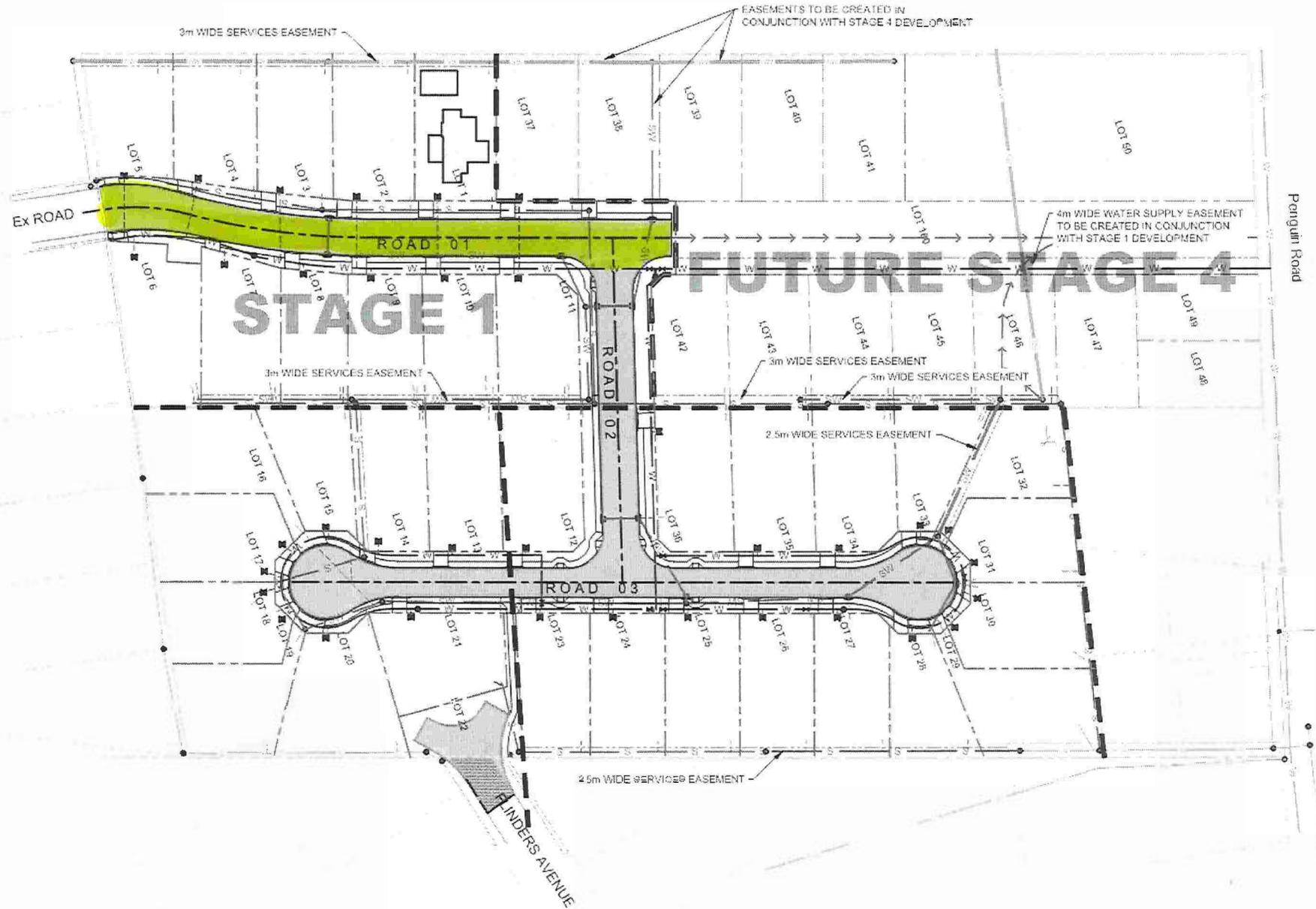
John Kersnovski  
DIRECTOR INFRASTRUCTURE SERVICES





LOCALITY PLAN  
N.T.S.







# Related Party Transaction

## Policy

April 2019



CENTRAL COAST COUNCIL

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

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## POLICY

This Policy applies to the Mayor, Councillors, General Manager and Directors who are members of the Key Management Personnel (KMP).

## PURPOSE

The purpose of this Policy is to provide clear guidance on the Council's expectations in relation to compliance with the reporting requirements for related party transactions, in particular the identification of KMP, who should be considered as Close Family Members, what are considered to be related entities, the nature of transactions that will be collected and the nature of the disclosure statement.

## SCOPE

The Policy outlines the disclosure requirements under AASB 124 of KMP, which includes elected members. It also outlines the procedures the Council will follow to collect, store, manage and report on related party relationships, transactions and commitments.

## DEFINITIONS

### *ARM'S-LENGTH TERMS*

Terms between the parties that are reasonable in the circumstances of the transaction that would result from:

- . neither party bearing the other any special duty or obligation; and
- . the parties being unrelated and uninfluenced by the other; and
- . each party having acted in its own interest.

### *CLOSE FAMILY MEMBER*

Family members of KMP who may be expected to influence, or be influenced by, that person in their dealings with the entity. This includes, but is not limited to, that person's spouse or domestic partner; and the children and dependents of that person or that person's spouse or domestic partner. That KMP should also consider all siblings, parents and grandparents of the member, spouse or domestic partner as close family members.

That any other family member of KMP, that could be expected to influence or be influenced in their dealings with the Council, is a judgement to be exercised by individual KMP members.

KMP are required to declare annually to the General Manager any close family member that they expect to have reportable transactions with the Council.

*CONTROL OF AN ENTITY*

You control an entity if you have:

- power over the entity;
- exposure, or rights, to variable returns from involvement with the entity; and
- the ability to use your power over the entity to affect the amount of your returns.

*DECLARATION BY KMP*

An annual declaration of close family members and entities that the KMP or their close family members control or jointly control and updated during the year as necessary.

All KMP are required to provide their declarations in the approved form to the General Manager by 1 July each year for the upcoming financial year and to update any omissions for the previous financial year.

It is the responsibility of the KMP to update their declarations as soon as they become aware of any change or error.

*ENTITIES CONTROLLED BY KMPS*

Entities include companies, trusts, joint ventures, partnerships and non-profit associations such as sporting clubs. You control an entity if you have:

- power over the entity;
- exposure, or rights, to variable returns from involvement with the entity; and
- the ability to use your power over the entity to affect the amount of your returns

*ENTITIES RELATED TO COUNCIL*

Entities controlled by the Council, jointly controlled by the Council or over which the Council has significant influence are related parties of the Council.

Council related entities include subsidiaries, associates, joint ventures, member-based entities, regional development authorities, tourism boards and other similar bodies.

All such bodies will be identified and assessed internally by management and presented to the Council for formal determination by resolution as to whether and why they are related parties.

*JOINT CONTROL OF AN ENTITY*

To jointly control an entity there must be contractually agreed sharing of control of the entity, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

*KEY MANAGEMENT PERSONNEL*

Persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly. In the Council context this includes the Mayor, all Councillors, the General Manager and Directors.

Further that the General Manager is provided with the authority to nominate other senior managers as members of the Key Management Personnel, either because they have a high level of discretionary decision making over significant expenditures or critically important functions which have a capacity to provide significant financial benefits to customers.

*KMP COMPENSATION*

All employee benefits. Employee benefits are all forms of consideration paid, payable or provided by the entity, or on behalf of the entity, in exchange for services rendered to the entity. It also includes such consideration paid on behalf of a parent of the entity in respect of the entity. Compensation includes:

- . short-term employee benefits, such as wages, salaries and social security contributions, paid annual leave and paid sick leave, profit-sharing and bonuses (if payable within 12 months of the end of the period) and non-monetary benefits (such as medical care, housing, cars and free or subsidised goods or services) for current employees;
- . post-employment benefits such as pensions, other retirement benefits, post-employment life insurance and post-employment medical care;
- . other long-term employee benefits, including long-service leave or sabbatical leave, long-term disability benefits and, if they are not payable wholly within 12 months after the end of the period, profit-sharing, bonuses and deferred compensation;
- . termination benefits; and
- . share-based payment.

*ORDINARY CITIZEN TRANSACTIONS*

Transactions that an ordinary citizen would undertake with the Council are usually not material to related party disclosure requirements. Ordinary Citizen Transactions (OCT) do not apply if the terms and conditions are different to those offered to the general public. OCT are not collected and reported. Examples of OCT are using a council's public swimming pool after paying the normal fee, attending council functions that are open to the public, fines on normal terms and conditions, paying rates, facility hire charges and dog registrations.

*RELATED PARTY OF COUNCIL*

People and entities, such as companies, trusts and associations, can be related parties of the Council. Most commonly these will be entities related to the Council, KMP of

the Council (including elected members), close family members of KMP and entities that are controlled or jointly controlled by KMP or their close family members.

#### *RELATED PARTY TRANSACTION*

A transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.

#### *REPORTABLE TRANSACTIONS*

Transactions of the following nature are considered to be reportable transactions:

- . purchase or sale of goods, unless the purchase is a retail transaction made at a listed price;
- . purchase or sale of property;
- . provision or receipt of personal or professional services;
- . lease of property, plant or equipment;
- . transfers under a license or financial agreement;
- . provision of guarantees or collateral;
- . commitments to a future benefit;
- . settlement of liabilities;
- . infrastructure charges;
- . waivers or reductions of fees and interest due;
- . grants;
- . discounts and subsidy payments that are outside of policy or procedural limits;
- . infrastructure contributions and application fees;
- . employment expenses for close family members; and
- . any other transactions outside normal day-to-day business operations.

The General Manager, or their nominated delegate, is responsible for assessing the nature and significance of transactions, determine the grouping of transactions for reporting and identify significant transactions for individual reporting.

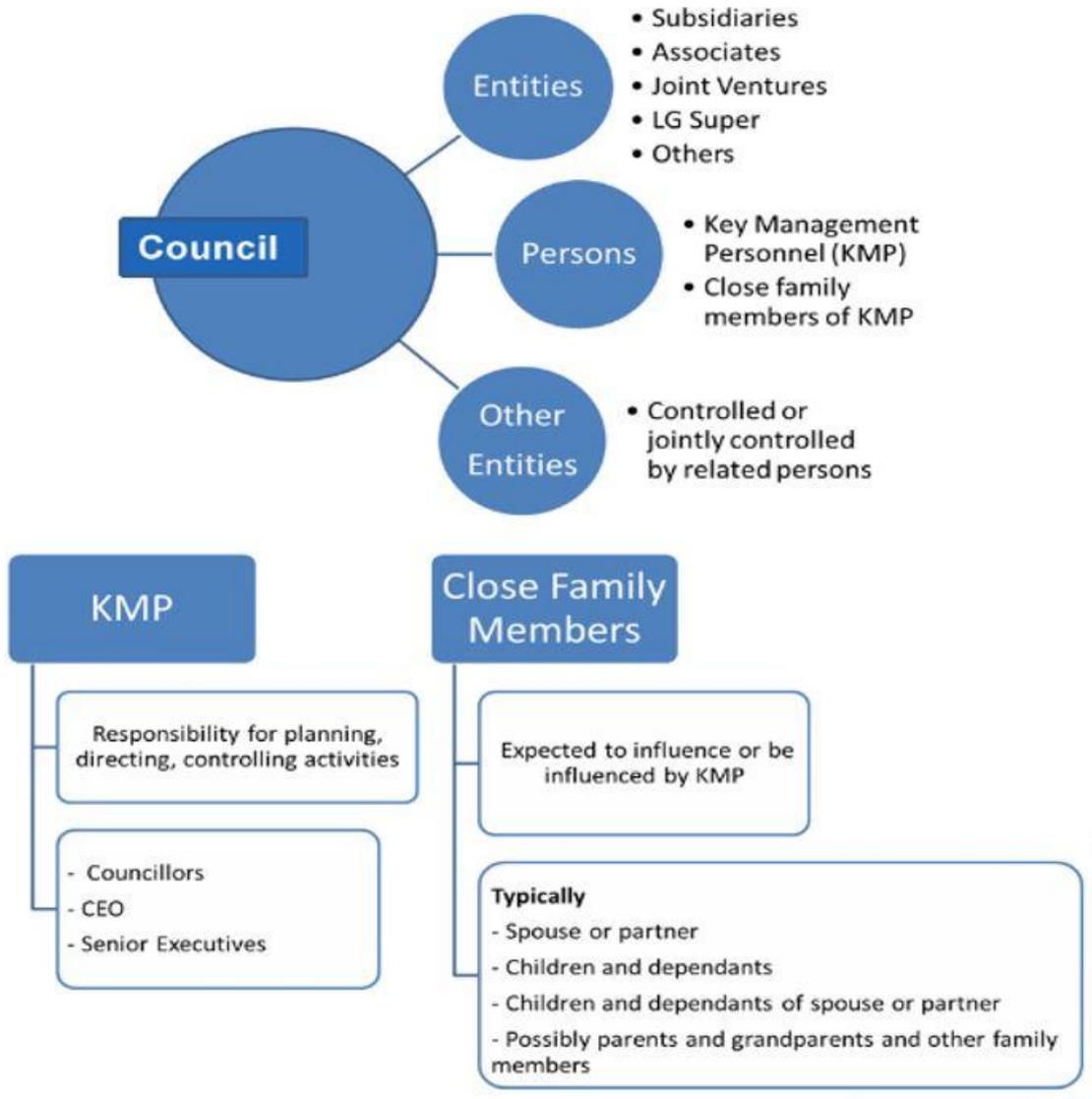
## **REVIEW**

This Policy will be reviewed triennially (every three years), unless organisational and legislative changes require modifications that are more frequent.

## **RESPONSIBILITIES**

The General Manager has the delegated responsibility for the implementation of the Policy from the Council in terms of the *Local Government Act 1993*.

## IDENTIFYING RELATED PARTIES



## REGISTER OF RELATED PARTY TRANSACTIONS

### *MAINTAIN A REGISTER*

The General Manager or Responsible Accounting Officer is responsible for maintaining and keeping up to date a register of related party transactions that captures and records the information for each existing or potential related party transaction (including OCT assessed as being material in nature) during a financial year.

### *CONTENTS OF REGISTER*

The contents of the register of related party transactions must detail for each related party transaction:

- the description of the related party transaction;
- the name of the related party;

- . the nature of the related party's relationship with the Council;
- . whether the notified related party transaction is existing or potential;
- . description of the transactional documents the subject of the related party transaction.

The General Manager or Responsible Accounting Officer is responsible for ensuring that the information is disclosed in the Council's Financial Statements to the extent, and in the manner stipulated by AASB 124.

The Council will use the declarations of KMP to establish a list of related parties for the purposes of identifying transactions and reporting under AASB 124.

Updates will be provided to KMP and Council staff periodically on changes arising from amendments to Australian Accounting Standards, applicable legislation or policy and procedural requirements.

## **PRIVACY AND RIGHT TO INFORMATION**

The Council must comply with the requirements of the *Archives Act 1983* (Tasmania), *Privacy Act 1988* (Commonwealth), *Personal Information Protection Act 2004* (Tasmania) and *Right to Information 2009* (Tasmania) in the collection, storage, management, disclosure and reporting of information.

A declaration statement from KMP is incorporated into the Declaration of Related Party Transactions Form (Appendix 1) to enable the disclosure and reporting of information in accordance with AASB 124.

Sandra Ayton  
**GENERAL MANAGER**

**Private and Confidential**

**Related Party Declaration by Key Management Personnel for 1 July YYYY to 30 June YYYY.**

Name of Key Management Person (KMP):

Position of Key Management Person (KMP):

<b>Close Family Member Name</b>	<b>Relationship with KMP</b>	<b>Entities over which the close family member has sole or joint control</b>	<b>Nature of likely transactions with Council or Council entities</b>

<b>Name of Entity over which the KMP has control</b>	<b>Relationship with KMP</b>	<b>Nature of likely transactions with Council or Council entities</b>

I (insert position)  
declare that the above list includes all my close family members and the entities controlled, or jointly controlled, by myself or my close family members. I make this declaration after reading the fact sheet supplied by the Council which details the meaning of the words “close family members” and “entities controlled, or jointly controlled, by myself or my close family members”.

I permit the General Manager to access the register of interests of me and persons related to me and to use the information for the purposes specified in Council’s Related Party Disclosures Policy.

Declared at \_\_\_\_\_ on the \_\_\_\_\_ (Date)

Signature of KMP:

Name of KMP:

In accordance with Council’s *Privacy Policy*, your information, and the information of others, is protected by law, including the *Privacy Act 1988* and the *Personal Information Protection Act 2004*.

## SCHEDULE OF CONTRACTS AND AGREEMENTS

(Other than those approved under the Common Seal)

Period: 1 to 31 March 2019

### *Contracts*

- . Contract for sale of property  
CT146731/2, 4 Arnold Street, Penguin  
Purchase price \$120,00.00
- . Contract No. ENG1802  
Detailed Design  
Ulverstone Cultural Precinct  
Price \$522,600 (plus. GST)
- . Contract for sale of property for unpaid rates  
CT204935/1 Kindred Road, Forth  
Purchase price \$1,000.00
- . Contract for sale of property for unpaid rates  
CT231762/1 South Road, Penguin  
Purchase price \$1,000.00
- . Contract for sale of property for unpaid rates  
CT215480/1 South Nietta Road, South Nietta  
Purchase price \$1,000.00
- . Contract for sale of property for unpaid rates  
CT2153291/1 Wilmot Road, Forth  
Purchase price \$1.00
- . Contract for sale of property for unpaid rates  
CT145364/1 21A Ironcliffe Road, Penguin  
Purchase price \$1.00
- . Contract No.7/2018–2019  
Traffic and Civil Services  
Lovett Street/Trevor Street Intersection, Ulverstone – provision of traffic  
analysis, intersection modelling and concept design drawings  
Net Price \$8,228.00 (incl. GST)
- . Contract No.9/2018–2019  
JF Machinery Pty Ltd  
Supply and delivery of JCB 3CX T4i Elite front end loader/backhoe and  
fittings  
Net Price \$131,153.00 (incl. GST)

- 
- Contract No.10/2018-2019  
Demolition Tasmania  
Undertake the demolition of buildings and associate infrastructure  
at the Penguin Recreation Ground, Ironcliffe Road, Penguin as per  
Tender Documents dated 25 February 2019  
Net Price \$157,68600 (incl. GST)

#### *Agreements*

- Lease Agreement  
Department of Health  
Lower floor Old Penguin Council Office  
19 Ironcliffe Road Penguin
- Grazing Lease Agreement  
Kim Phillips-Haines  
Lease of 4.48ha  
Henslowes Road, Ulverstone
- Lease Agreement  
Central Coast Council and Crown land  
94 River Avenue, Heybride
- Grant Deed  
Vulnerable Road Users Program 2018–2019  
Council Road  
Central Coast Council and Department of State Growth  
Central refuge island on north of South Road intersection, Dial Road, Penguin  
Grant amount: \$35,000.00
- Grant Deed  
Levelling the Playing Field Grants 2018–2019  
Central Coast Council and Department of Communities Tasmania  
Ulverstone Recreation Ground change room refurbishment  
Grant amount: \$471,200.00
- Lease Agreement  
Central Coast Council and Department of Health  
Lease of Lower Floor  
19 Ironcliffe Road, Penguin



Sandra Ayton  
GENERAL MANAGER

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**SCHEDULE OF CORRESPONDENCE RECEIVED ADDRESSED TO  
MAYOR AND COUNCILLORS**

Period: 19 March to 15 April 2019

- Letter requesting Council detail the necessary application documents to gain formal retrospective approval for the works on the road reservation outside of 1 Serenity Close, Preservation Bay.
- Letter seeking support for the nomination of President role in upcoming Local Government Association of Tasmania election campaign.
- Letter of thanks for the support in the maintenance and development of the Riana Community Centre and to outline future works, maintenance and development ideas.
- Letter requesting that the Council addresses access points between footpaths and roadways to assist users of mobility devices.
- Letter of representation regarding permit AP0327/2018 – 89 Penguin Road, Penguin.



Bill Hutcheson  
DIRECTOR ORGANISATIONAL SERVICES

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

Period: 19 March to 15 April 2019

*Documents for affixing of the common seal under delegation*

- . Grant Deed  
Vulnerable Road Users Program 2018–2019  
Central Coast Council and Department of State Growth  
Central refuge islands – north of South Road near Recreation Drive intersection  
and South Road at intersection with Dial Road, Penguin  
Grant amount: \$35,000.00
- . Deed of Variation of Grant Deed  
Liveable Communities Grants Program 2017–2018  
Variation to Date of Completion replaced with 30 September 2019  
Grant Amount: \$13,696.07
- . Adhesion Order  
175 Wilsonia Road, North Motton – subdivision – two lots  
Application No. DA2018259
- . Final Plan of Survey  
1 Crescent Street, Ulverstone – boundary adjustment  
Application No. DA2018101
- . Part 5 Agreement under s.71 of Land Use Planning and Approvals Act 1993  
5 Risby Street, Ulverstone  
Application No. DA216086
- . Final Plan of Survey  
161 Hardys Road, Penguin – subdivision – three lots  
Application No. DA217241



Sandra Ayton  
GENERAL MANAGER

**A SUMMARY OF RATES & FIRE SERVICE LEVIES  
FOR THE PERIOD ENDED 31 MARCH 2019**

	2017/2018		2018/2019	
	\$	%	\$	%
Rates paid in Advance	- 989,341.98	-6.64	- 1,087,032.00	-7.07
Rates Receivable	262,841.73	1.76	226,686.72	1.47
Rates Demanded	15,552,596.16	104.40	16,167,949.24	105.08
Supplementary Rates	70,353.18	0.48	77,997.32	0.52
	14,896,449.09	100.00	15,385,601.28	100.00
Collected	13,458,817.87	90.35	13,958,687.59	90.73
Add Pensioners – Government	915,561.61	6.15	933,872.57	6.07
Pensioners – Council	35,665.00	0.24	36,120.00	0.23
	14,410,044.48	96.74	14,928,680.16	97.03
Remitted	-			
Discount Allowed	600,814.04	4.03	636,196.82	4.14
Paid in advance	- 776,479.63	-5.21	- 864,375.96	-5.62
Outstanding	662,070.20	4.44	685,100.26	4.45
	14,896,449.09	100.00	15,385,601.28	100.00

Rachel Stratton  
ASSISTANT ACCOUNTANT

5-Mar-2019

# Central Coast Council

## Operating Budgets @ 31 March 2019

	Adopted Budget	Revised Budget	YTD Budget	YTD Actuals	Variation	% Variation	Note
<b>GENERAL MANAGEMENT</b>							
<b>Office of General Manager</b>							
Property Management	-\$ 10,500	-\$ 10,500	-\$ 7,872	-\$ 10,404	-\$ 2,532	32%	
Strategic Projects	\$ 120,000	\$ 120,000	\$ 37,839	\$ 58,702	\$ 20,863	55%	1
Elected Members	\$ 682,373	\$ 682,373	\$ 511,778	\$ 536,180	\$ 24,402	5%	
General Managers Office	\$ 988,313	\$ 988,313	\$ 741,227	\$ 626,706	-\$ 114,521	-15%	2
<b>TOTAL</b>	<b>\$ 1,780,186</b>	<b>\$ 1,780,186</b>	<b>\$ 1,282,972</b>	<b>\$ 1,211,184</b>	<b>-\$ 71,788</b>	<b>-6%</b>	

# Central Coast Council

## Operating Budgets @ 31 March 2019

<b>INFRASTRUCTURE SERVICES</b>													
<b>Engineering Services</b>													
Engineering	\$	-	\$	-	-\$	3	\$	47,234	\$	47,237		-1574567%	
Fleet	\$	-	\$	-	-\$	6	\$	34,949	\$	34,955		-582583%	
<b>TOTAL</b>	\$	-	\$	-	-\$	9	\$	82,183	\$	82,192		-913244%	3
<b>Works</b>													
Private Works	-\$	20,000	-\$	20,000	-\$	15,002	-\$	5,444	\$	9,558		-64%	4
Roads - Urban Sealed	\$	1,709,831	\$	1,709,831	\$	1,280,364	\$	1,161,478	-\$	118,886		-9%	
Roads - Rural Sealed	\$	2,320,910	\$	2,320,910	\$	1,738,424	\$	1,618,250	-\$	120,174		-7%	
Roads - Rural Unsealed	\$	372,000	\$	372,000	\$	279,003	\$	179,686	-\$	99,317		-36%	5
Footpaths	\$	696,000	\$	696,000	\$	521,997	\$	521,196	-\$	801		0%	
Bridges	\$	495,000	\$	495,000	\$	369,241	\$	337,094	-\$	32,147		-9%	
Carparks	\$	91,500	\$	91,500	\$	66,616	\$	80,457	\$	13,841		21%	6
Street Lighting	\$	460,000	\$	460,000	\$	345,001	\$	278,119	-\$	66,882		-19%	7
Parks	\$	1,795,900	\$	1,795,900	\$	1,345,743	\$	1,276,383	-\$	69,360		-5%	
Drainage	\$	628,000	\$	628,000	\$	470,995	\$	375,811	-\$	95,184		-20%	8
Public Amenities	\$	404,820	\$	404,820	\$	301,986	\$	342,745	\$	40,759		13%	
Cemeteries	\$	236,000	\$	236,000	\$	176,978	\$	149,573	-\$	27,405		-15%	9
<b>TOTAL</b>	\$	9,189,961	\$	9,189,961	\$	6,881,346	\$	6,315,348	-\$	565,998		-8%	
<b>Depot</b>													
Works Depot and Store	\$	-	\$	-	\$	1	\$	88,499	\$	88,498		8849800%	10
Emergency Services	\$	110,500	\$	110,500	\$	82,876	\$	122,740	\$	39,864		48%	11
Household Garbage	\$	2,817,150	\$	2,817,150	\$	2,114,847	\$	1,992,404	-\$	122,443		-6%	12
Non-Household Garbage	\$	335,500	\$	335,500	\$	251,620	\$	245,323	-\$	6,297		-3%	
<b>TOTAL</b>	\$	3,263,150	\$	3,263,150	\$	2,449,344	\$	2,448,966	-\$	378		0%	

# Central Coast Council

## Operating Budgets @ 31 March 2019

<b>COMMUNITY SERVICES</b>							
<b>Community Services</b>							
Community Development	\$ 602,804	\$ 602,804	\$ 452,102	\$ 423,308	-\$ 28,794	-6%	
Housing	\$ 119,200	\$ 119,200	\$ 89,401	\$ 89,985	\$ 584	1%	
Cultural Amenities	\$ 323,979	\$ 323,979	\$ 229,084	\$ 257,422	\$ 28,338	12%	
Public Halls and Buildings	\$ 141,850	\$ 141,850	\$ 106,372	\$ 70,464	-\$ 35,908	-34%	13
Swimming Pool and Waterslide	\$ 9,000	\$ 9,000	\$ 6,747	\$ 7,112	\$ 365	5%	
Active Recreation	\$ 1,166,100	\$ 1,166,100	\$ 872,782	\$ 982,726	\$ 109,944	13%	14
Recreation Centres	\$ 427,482	\$ 427,482	\$ 317,236	\$ 323,020	\$ 5,784	2%	
Cultural Activities	\$ 163,900	\$ 163,900	\$ 122,920	\$ 124,261	\$ 1,341	1%	
Community Contribs & Supt	\$ 49,500	\$ 49,500	\$ 37,125	\$ 27,336	-\$ 9,789	-26%	15
Visitor Information Services	\$ 187,500	\$ 187,500	\$ 140,625	\$ 120,581	-\$ 20,044	-14%	16
<b>TOTAL</b>	<b>\$ 3,191,315</b>	<b>\$ 3,191,315</b>	<b>\$ 2,374,394</b>	<b>\$ 2,426,215</b>	<b>\$ 51,821</b>	<b>2%</b>	
<b>Childrens Services</b>							
Child Care	-\$ 35,698	-\$ 35,698	-\$ 26,785	-\$ 135,188	-\$ 108,403	405%	17
Penguin Play Centre	\$ -	\$ -	\$ -	\$ 1,185	\$ 1,185	100%	
<b>TOTAL</b>	<b>-\$ 35,698</b>	<b>-\$ 35,698</b>	<b>-\$ 26,785</b>	<b>-\$ 134,003</b>	<b>-\$ 107,218</b>	<b>400%</b>	
<b>Regulatory Services</b>							
Building and Plumbing	\$ 349,038	\$ 349,038	\$ 261,780	\$ 194,638	-\$ 67,142	-26%	18
Environment and Health	\$ 238,952	\$ 238,952	\$ 179,213	\$ 151,827	-\$ 27,386	-15%	
Parking Control	\$ 50,000	\$ 50,000	\$ 37,499	\$ 53,924	\$ 16,425	44%	19
Animal Control	\$ 80,226	\$ 80,226	\$ 60,171	\$ 58,282	-\$ 1,889	-3%	
<b>TOTAL</b>	<b>\$ 718,216</b>	<b>\$ 718,216</b>	<b>\$ 538,663</b>	<b>\$ 458,671</b>	<b>-\$ 79,992</b>	<b>-15%</b>	
<b>Land Use Planning</b>							
Land Use Planning	\$ 337,974	\$ 337,974	\$ 253,479	\$ 252,640	-\$ 839	0%	
<b>TOTAL</b>	<b>\$ 337,974</b>	<b>\$ 337,974</b>	<b>\$ 253,479</b>	<b>\$ 252,640</b>	<b>-\$ 839</b>	<b>0%</b>	

# Central Coast Council

## Operating Budgets @ 31 March 2019

<b>ORGANISATIONAL SERVICES</b>									
<b>Corporate Services</b>									
Administration	\$ 571,331	\$ 639,929	\$ 479,945	\$ 402,510	-\$ 77,435		-16%	20	
Caravan Parks	-\$ 48,000	-\$ 48,000	-\$ 35,997	-\$ 35,530	\$ 467		-1%		
Corporate Support Services	\$ 951,700	\$ 788,255	\$ 591,191	\$ 623,148	\$ 31,957		5%		
<b>TOTAL</b>	<b>\$ 1,475,031</b>	<b>\$ 1,380,184</b>	<b>\$ 1,035,139</b>	<b>\$ 990,128</b>	<b>-\$ 45,011</b>		<b>-4%</b>		
<b>Finance</b>									
Finance	-\$ 4,872,000	-\$ 4,978,150	-\$ 3,557,917	-\$ 1,765,331	\$ 1,792,586		-50%	21	
Rates	-\$ 15,440,169	-\$ 15,440,169	-\$ 15,440,169	-\$ 16,241,551	-\$ 801,382		5%	22	
Labour Oncosts	\$ -	\$ -	\$ 3	\$ 2,339	\$ 2,336		77867%		
<b>TOTAL</b>	<b>-\$ 20,312,169</b>	<b>-\$ 20,418,319</b>	<b>-\$ 18,998,083</b>	<b>-\$ 18,004,543</b>	<b>\$ 993,540</b>		<b>-5%</b>		
<b>Organisational Services Director</b>									
Organisational Services Director	\$ 10,000	\$ 210,997	\$ 158,251	\$ 185,567	\$ 27,316		17%	23	
<b>TOTAL</b>	<b>\$ 10,000</b>	<b>\$ 210,997</b>	<b>\$ 158,251</b>	<b>\$ 185,567</b>	<b>\$ 27,316</b>		<b>17%</b>		

# Central Coast Council

## Notes for Operating Budgets @ 31 March 2019

Note	Area	Comment
1	Strategic Projects	This area is over budget due to expenditure in the area of placemaking. Further work was commissioned from the contractor than was initially expected.
2	General Managers Office	Additional leave has been taken from staff in this area which is charged through the labour oncost area rather than directly to activity centre.
3	Engineering Services	By the end of the year this area will align with the budget of zero. This area is fully charged out throughout the organisation.
4	Private Works	The expenditure for this area is above the budgeted amount. This will rectify itself and will show as additional income as well due to the timing. We are unable to invoice for private works until the project is complete.
5	Roads - Rural Unsealed	Weather conditions determine when works will occur on rural unsealed roads. The drier weather has allowed for more work to be complete on sealed roads. Currently this area is under budget but this can change depending on the weather for the remaining 3 months of the financial year.
6	Car parks	Additional works have been carried out on off-street carparking, again this program will be impacted by the weather which can lead to deterioration of the surface which will then require more maintenance.
7	Street Lighting	The timing of accounts from Aurora is usually a month behind but even considering this there will be a budget saving in this area for the year.
8	Drainage	The Stormwater Management Plan has been developed and is in a draft form. Once adopted this will generate further works in this area.
9	Cemeteries	Less burials have resulted in less expenditure at the cemeteries.
10	Works Depot & Store	By the end of the year this area will align with the budget of zero. This area is fully charged out throughout various projects.
11	Emergency Services	This area is over budget mainly due to storm surge damage that occurred in July 2018 as this expenditure was not budgeted for.
12	Household Garbage	The timing of accounts from Veolia is a month behind but even considering this there will be a small budget saving in this area for the year.
12	Public Halls & Buildings	Overall there are many small increases to income and small decreases to expenditure items. The net affect is a budget saving for this area

# Central Coast Council

## Notes for Operating Budgets @ 31 March 2019

Note	Area	Comment
14	Active Recreation	This area is currently over budget. Expenditure at the Dial Park complex is over budget due to it being the first year of operation so it has required more maintenance than an established recreation ground. Recreation ground maintenance for all facilities is also over budget but this will be due to the higher maintenance required in the warmer months of the year.
15	Community Contribs & Suprt	The Volunteer Week activities will occur in the last quarter of the year and the anticipated expenditure in small grants will occur then as well.
16	Visitor Information Services	Operational expenses for the Visitor Information Centres are below what was budgeted
17	Childcare	Numbers of children have increased this year resulting in increased revenue whilst expenditure has been in line with the budget
18	Building & Plumbing	There has been an increase in income for some of the building and plumbing fees. Inspections and connection fees in particular have nearly reached the annual budget anticipated. From an expenditure point of view the salaries are currently under budget.
19	Parking Control	Income in relation to parking fines is currently under budget. This would be due the community awareness of changed parking conditions.
20	Corp Services Administration	This area is currently under budget mainly due to decreased salaries in this area due to staff being on leave and less relief staff being engaged.
21	Finance	The timing of some grants has been different from anticipated and as such has caused this variation to the budget.
22	Rates	Rates generated is in excess of the original budgets. This is mainly due to supplementary valuations
23	Org Services Director	This area is over budget due to the implementation of the no-smoking area in the Ulverstone CBD and the introduction of the Animal Local Law. Neither of these projects were budgeted for. There has also been an over expenditure in legal fees for this area, some of which will be recovered in the future.

## Central Coast Council

### Balance Sheet as at 31 March 2019

	30-Jun-18 \$	31-Mar-19 \$		Ref
<b>Assets</b>				
<b>Current assets</b>				
Cash and cash equivalents	11,908,937	13,506,128	1,597,191	1
Trade and other receivables	1,185,839	1,767,457	581,618	2
Assets held for sale	198,500	198,500	-	3
Other assets	397,782	197,777	200,005	4
<b>Total current assets</b>	<b>13,691,058</b>	<b>15,669,863</b>	<b>1,978,805</b>	
<b>Non-current assets</b>				
Trade and other receivables	2,090	2,090	-	5
Investment in Regional Waste Management Authority	5,001,413	5,001,413	-	6
Investment in Water Corporation	75,945,590	75,945,590	-	7
Property, infrastructure, plant and equipment	454,554,621	480,264,113	25,709,492	8
Capital Work in Progress	2,115,895	8,189,218	6,073,323	9
Other assets	-	-	-	
<b>Total non-current assets</b>	<b>537,619,609</b>	<b>569,402,424</b>	<b>31,782,815</b>	
<b>Total assets</b>	<b>551,310,667</b>	<b>585,072,287</b>	<b>33,761,620</b>	
<b>Liabilities</b>				
<b>Current liabilities</b>				
Trade and other payables	2,126,929	432,023	1,694,906	10
Trust funds and deposits	279,868	279,868	-	11
Provisions	2,707,664	2,707,664	-	12
Interest bearing liabilities	208,670	208,670	-	13
<b>Total current liabilities</b>	<b>5,323,131</b>	<b>3,628,225</b>	<b>(1,694,906)</b>	
<b>Non-current liabilities</b>				
Provisions	3,007,218	3,007,218	-	14
Interest bearing liabilities	10,191,305	10,191,305	-	15
<b>Total non-current liabilities</b>	<b>13,198,523</b>	<b>13,551,768</b>	<b>13,551,769</b>	
<b>Total liabilities</b>	<b>18,521,654</b>	<b>17,179,993</b>	<b>11,856,863</b>	
<b>Net Assets</b>	<b>532,789,013</b>	<b>567,892,294</b>	<b>21,904,757</b>	
<b>Equity</b>				
Accumulated surplus	255,410,435	260,657,997	5,247,562	16
Reserves	277,378,578	307,234,297	29,855,719	17
<b>Is within budget expectations.</b>				
<b>Total Equity</b>	<b>532,789,013</b>	<b>567,892,294</b>	<b>35,103,281</b>	

#### Current assets

- 1 Rates payments have increased the cash balance
- 2 Increased payment of accounts since 30 June.
- 3 No sale of Council land
- 4 Accrued revenue and prepaid expenses are accounted for at end of the financial year

#### Non-current assets

- 5 Non current assets are recognised at year end.
- 6 Investment revalued at end of financial year
- 7 Investment revalued at end of financial year
- 8 This revenue is only recognised at year end
- 9 This is the Council's Capital work program and carryover project amounts.

#### Current liabilities

- 10 This is the amount of accounts payable at 31 March 2019
- 11 This account is recognised at year end
- 12 This account is recognised at year end
- 13 This account is recognised at year end

#### Non-current liabilities

- 14 This account is recognised at year end
- 15 This account is recognised at year end

#### Equity

- 16 Difference is the profit as at 31 March in Income Statement.
- 17 This account is recognised at year end

## Central Coast Council

### Statement of Comprehensive Income for the period ended 31 March 2019

	<u>YTD Budget</u> 2018-19	<u>31/03/2019</u> 2018-19	<u>Variance</u> 2018-19	<u>Ref</u>
<b>EXPENSES</b>				
Employee Costs	3,879,082	3,504,388	374,694	1
Materials and Contracts	11,581,484	11,384,397	197,087	2
Interest	282,309	334,634	-52,325	3
Depreciation and Amortisation	4,401,477	4,401,477	-	4
Other	303,750	387,774	-84,024	5
<b>TOTAL EXPENSES</b>	<b>20,448,102</b>	<b>20,012,670</b>	<b>435,432</b>	
<b>REVENUES</b>				
Rates and Charges	15,440,169	16,462,761	1,022,592	6
Fees and Charges	2,839,500	2,805,464	-34,036	7
Interest	191,250	267,129	75,879	8
Government Grants and contributions	1,745,159	3,433,279	1,688,120	9
Share of Profit of Associate	1,180,575	-	-1,180,575	10
Stat Dividend's NTER/LGE	375,000	924,594	549,594	11
Other	510,000	-	-510,000	12
<b>TOTAL OPERATING REVENUE</b>	<b>22,281,653</b>	<b>23,893,228</b>	<b>1,611,575</b>	
Net gain/(loss) on Disposal of Land	216,750	-	-216,750	13
Net gain/(loss) on Disposal of Plant	900,000	-	-900,000	14
Net gain/(loss) on Disposal of Other assets	-	-	-	
Net gain/(loss) on transfer of assets	-	-	-	
Capital Grants	998,831	1,367,004	368,173	15
<b>TOTAL CAPITAL REVENUE</b>	<b>2,115,581</b>	<b>1,367,004</b>	<b>-748,577</b>	
<b>TOTAL REVENUE</b>	<b>24,397,234</b>	<b>25,260,232</b>	<b>862,997</b>	
<b>NET SURPLUS / (DEFECIT)</b>	<b>\$3,949,132</b>	<b>\$5,247,562</b>	<b>1,298,430</b>	
<b>EXPENSES</b>				
1 Less than budget due to staff movements				
2 Projects yet to be completed				
3 Is within budget expectations				
4 Is within budget expectations				
5 Is within budget expectations				
<b>REVENUES</b>				
6 Is within budget expectations				
7 Is within budget expectations				
8 Interest on Term Deposit Investments is greater than budgeted due to receiving better than expected rates and cash flow				
9 Is within budget expectations				
10 This revenue is only recognised at year end				
11 Includes TasWater and Dulverton dividends and NTER				
12 No other received yet				
13 This revenue is only recognised at year end				
14 This revenue is only recognised at year end				
15 This revenue is only recognised at year end				
<b><u>UNDERLYING SURPLUS / (DEFICIT)</u></b>				
Net surplus	3,949,132	5,247,562		
Capital Gains and losses	(2,115,581)	(1,367,004)		
Capital grants	(998,831)	(1,367,004)		
FAG's adjustment	-	-		
<b>Underlying surplus / (deficit)</b>	<b>834,720</b>	<b>2,513,554</b>		





