

Notice of Ordinary Council Meeting and

Agenda

17 JUNE 2019

To all Councillors

NOTICE OF MEETING

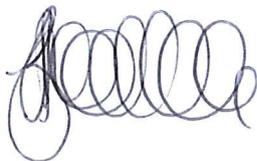
In accordance with the *Local Government (Meeting Procedures) Regulations 2015*, notice is given of the next ordinary meeting of the Central Coast Council which will be held in the Council Chamber at the Administration Centre, 19 King Edward Street, Ulverstone on Monday, 17 June 2019. The meeting will commence at 6.00pm.

An agenda and associated reports and documents are appended hereto.

A notice of meeting was published in The Advocate newspaper, a daily newspaper circulating in the municipal area, on 5 January 2019.

Dated at Ulverstone this 12th day of June 2019.

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



Lou Brooke
EXECUTIVE SERVICES OFFICER

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 this agenda 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

AGENDA

COUNCILLORS ATTENDANCE

COUNCILLORS APOLOGIES

EMPLOYEES ATTENDANCE

GUEST(S) OF THE COUNCIL

MEDIA ATTENDANCE

PUBLIC ATTENDANCE

OPENING PRAYER

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

BUSINESS

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1 CONFIRMATION OF MINUTES OF THE COUNCIL

1.1 Confirmation of minutes

The Executive Services Officer reports as follows:

“The minutes of the previous ordinary meeting of the Council held on 20 May 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.

A suggested resolution is submitted for consideration.”

- “That the minutes of the previous ordinary meeting of the Council held on 20 May 2019 be confirmed.”
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2 COUNCIL WORKSHOPS

2.1 Council workshops

The Executive Services Officer reports as follows:

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

- . 27.05.2019 – Operational Estimates and Rates;
- . 03.06.2019 – Ulverstone Cultural Precinct Design and Branding; North Reibey Street car park design, Penguin Road safe cycle use project;
- . 11.06.2019 – Review Corporate Folder and Rates.

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

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

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3 MAYOR’S COMMUNICATIONS

3.1 Mayor’s communications

The Mayor to report:

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3.2 Mayor’s diary

The Mayor reports as follows:

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

- . Metro – meeting with Chairman and Chief Executive Officer
- . National Volunteer Week – Central Coast ‘Recognise your Volunteers’ event
- . Cradle Coast Authority – Representatives Group meeting (Burnie)
- . Cradle Coast Mayors – meeting and dinner (Burnie)
- . National Volunteer Week – morning tea for Museum and Visitor Centres volunteers
- . Nietta Action Group – meeting re UPC Robbins Island Project impact on Leven Canyon
- . Treasurer of Tasmania – State Budget Briefing Dinner (Devonport)
- . UPC Renewables – meeting re UPC Robbins Island Project impact on Leven Canyon
- . Radio community reports
- . Local Government Association of Tasmania – Mayors’ Workshop/Professional Development Day (Launceston)

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- . University of Tasmania: Wicking Dementia Research and Education Centre – The ISLAND Project (Dementia Prevention Study) launch
 - . Rotary Club of Ulverstone West – changeover dinner
 - . Mersey–Leven Emergency Management Committee – meeting (Devonport)
 - . LGBTI/International AIDS Candlelight Memorial.”

The Deputy Mayor reports as follows:

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

- . Ulverstone Angling Club – annual dinner.”

Cr Casey Hiscutt reports as follows:

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

- . Penguin Surf Life Saving Club – annual dinner.”

The Executive Services Officer reports as follows:

“A suggested resolution is submitted for consideration.”

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

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3.3 Declarations of interest

The Mayor reports as follows:

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

The Executive Services Officer reports as follows:

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

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

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

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4 COUNCILLOR REPORTS

4.1 Councillor reports

The Executive Services Officer reports as follows:

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

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

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5 APPLICATIONS FOR LEAVE OF ABSENCE

5.1 Leave of absence

The Executive Services Officer reports as follows:

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

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

There are no applications for consideration at this meeting.”

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6 DEPUTATIONS

6.1 Deputations

The Executive Services Officer reports as follows:

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

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7 PETITIONS

7.1 Petitions

The Executive Services Officer reports as follows:

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

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8 COUNCILLORS' QUESTIONS

8.1 Councillors' questions without notice

The Executive Services Officer reports as follows:

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

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

8.2 Councillors' questions on notice

The Executive Services Officer reports as follows:

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

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

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

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

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

No questions on notice have been received."

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NOTES

9 PUBLIC QUESTION TIME

9.1 Public question time

The Mayor reports as follows:

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

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

9.2 Public questions taken on notice

The Executive Services Officer reports as follows:

“At the 15 April 2019 Ordinary Council Meeting, **Mr Darryl Barker** asked the following questions without notice, which was responded to by the Mayor who advised that matter would be investigated, and a response provided.

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:

Regulating the way vehicles use the car park at Johnson Beach was considered unnecessarily restrictive, when the area was resurfaced a couple of years ago. Nose-in parking is preferred, and most users of the small car park use it in this way. Monitoring of the car park’s usage will occur over the next 9 to 12 months, and if there is a need to linemark the area to encourage its efficient use this will be attended to.

No Through Road signage is not always used where there is a constructed turnaround at the end of a street within Central Coast. No complaints have been received from drivers of vehicles encountering turning difficulties on this particular road and there are no plans to install signage at this time.

The Executive Services Officer reports as follows:

“A suggested resolution is submitted for consideration.”

- “That the response to the question from Mr Barker from the 15 April 2019 Ordinary Council meeting is received and noted.”

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10 DEPARTMENTAL BUSINESS

GENERAL MANAGEMENT

10.1 Minutes and notes of committees of the Council and other organisations

The General Manager reports as follows:

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

- . Development Support Special Committee – meeting held 8 April 2019
- . Central Coast Community Safety Partnership Committee – meeting held 2 May 2019
- . Cradle Coast Authority Representatives – meeting held 23 May 2019
- . Turners Beach Community Representatives Committee – meeting held 23 May 2019
- . Central Coast Youth Engaged Steering Committee Minutes – meeting held 30 May 2019
- . Central Coast Community Shed Minutes – meeting held 3 June 2019.

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

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

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NOTES

COMMUNITY SERVICES

10.2 Statutory determinations

The General Manager reports as follows:

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

The Executive Services Officer reports as follows:

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

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

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10.3 Council acting as a planning authority

The Mayor reports as follows:

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

The General Manager has submitted the following report:

‘If any such actions arise out of Agenda Item 10.4, they are to be dealt with by the Council acting as a planning authority under the *Land Use Planning and Approvals Act 1993*.’

The Executive Services Officer reports as follows:

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

A suggested resolution is submitted for consideration.”

- “That the Mayor’s report be received.”
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10.4 Residential (retrospective application for landfill and excavation and subsequent works to reshape fill material) – reliance on E10 Water and Waterways Code at 491 Forth Road, Forth – Application No. DA2018251

The General Manager reports as follows:

“The Land Use Planning Group Leader and Town Planner have prepared the following report:

<i>‘DEVELOPMENT APPLICATION NO.:</i>	DA2018251
<i>PROPOSAL:</i>	Residential (retrospective application for landfill and excavation and subsequent works to reshape fill material) – reliance on E10 Water and Waterways Code
<i>APPLICANT:</i>	PDA Surveyors Pty Ltd
<i>LOCATION:</i>	491 Forth Road, Forth
<i>ZONE:</i>	Rural Resource
<i>PLANNING INSTRUMENT:</i>	<i>Central Coast Interim Planning Scheme 2013</i> (the Scheme)
<i>ADVERTISED:</i>	1 May 2019
<i>REPRESENTATIONS EXPIRY DATE:</i>	15 May 2019
<i>REPRESENTATIONS RECEIVED:</i>	Three
<i>42-DAY EXPIRY DATE:</i>	10 June 2019 (extension of time granted to 17 June 2019)
<i>DECISION DUE:</i>	17 June 2019

PURPOSE

The purpose of this report is to consider a retrospective application for landfill and associated works on land known as 491 Forth Road, Forth.

Accompanying the report are the following documents:

- . Annexure 1 – location plan;
- . Annexure 2 – application documentation;
- . Annexure 3 – representations;
- . Annexure 4 – photographs; and
- . Annexure 5 – letter from the Environment Protection Authority.

BACKGROUND

Development description –

Application is made for the approval of landfill that has been placed on land at 491 Forth Road, Forth since early 2016. The application includes the following information:

- . The application states that since early 2016, small amounts of landfill have been placed on the site for the purpose to provide additional flat areas for the establishment of residential gardens.
- . In early 2018, approximately 3,128m³ of landfill from the Devonport Maternity Hospital was placed on the site for the same reasons as mentioned above; that is to provide additional flat areas for the establishment of residential gardens. It is stated in the application that all landfill placed on the site is clean fill with supporting documentation to attest to this.
- . Minor excavation works have occurred on the site as a result of the landfill that has been placed on the site.
- . The application seeks to allow the section in the middle of the existing landfill area to be further filled using existing fill material on-site and the reshaping of fill material in accordance with the requirements set out by the supporting documentation.
- . After reshaping has occurred, geotextile fabric would be placed over the fill material and 750m³ of clean topsoil would be spread out evenly over the fill, to a depth of approximately 300mm.

- Removal of material to within 1m of the edge of the watercourse (Hamilton Rivulet) is proposed to allow for improved water flow in accordance with Tasman Geotechnics report.
- Clay lining of the watercourse channel is proposed in accordance with the Tasman Geotechnics report and Environmental Service and Design (ES&D) report.
- Existing fill would be taken back to a grade of 1:3 to enable the placement of topsoil on the material, as per Tasman Geotechnics report.
- The existing Forth Road culvert would be upgraded with roadside drainage redirected along Forth Road, as per recommendations set out in the Tasman Geotechnics report.

Site description and surrounding area -

The 4.249ha property is located approximately 1.3km east of the village of Forth. The development site is the eastern most property within the Central Coast municipal area, with Devonport City Council municipal area bordering the eastern and southern boundaries of the site.

The development site has frontage to Forth Road (a State owned and maintained road) and Forthside Road (owned and maintained by Devonport City Council). The development site is accessed via Forthside Road across a portion of Crown land.

The development site supports an existing dwelling and sheds.

A combination of Class 2, 4, and 5 land has been identified across the site. A small portion of the site comprises a medium landslide hazard.

Hamilton Rivulet transects the land. The rivulet is fed by a “string” of six rural dams that are located upstream on rural land, to the south of the subject parcel of land.

The land is bound to the east, south and west by land that is also zoned Rural Resource and used for agricultural production.

*History -**Date: 15 January 2018 -*

Central Coast Council became aware that waste material from the demolition of the Devonport Maternity Hospital was being unlawfully “dumped” within the Central Coast municipal boundary, at 491 Forth Road, Forth.

Central Coast Council’s Land Use Planning Group Leader rang Devonport City Council’s Project Manager and advised that all disposal of waste materials on the land must cease immediately. Dumping continued until 17 January 2018.

Central Coast Council’s Environmental Health Officer rang the Environment Protection Agency (EPA) and asked that the EPA give confirmation that material being “dumped” was not contaminated. It was agreed to meet on-site with an EPA officer to inspect the works that had occurred.

Date: 17 January 2018 -

The site was inspected by the Central Coast Council’s Director Community Services, Land Use Planning Group Leader and an officer of the EPA. Photographs of the site were taken by the Central Coast Council’s Land Use Planning Group Leader (refer to Annexure 4).

To the Central Coast Council’s knowledge, all “dumping” of landfill ceased by this date, as per discussions with the contractor transporting the landfill and Devonport City Council. However, as per documentation submitted by the applicant, a “Treloar Transport tax invoice” indicates a further two truck disposals from the Devonport Maternity Hospital to 491 Forth Road, Forth occurred on 22 January 2018.

Date: 28 March 2018 -

The Central Coast Council received a letter from the EPA advising that they considered the material placed on the site from the Devonport Maternity Hospital to be “inert”, but that other materials on the site were of unknown composition.

Date: 11 April 2018 -

Central Coast Council issued a Notice of Intention to Issue an Enforcement Notice under the *Land Use Planning and Approvals Act 1993*.

Date: 19 April 2018 -

Central Coast Council staff met with planning and engineering staff of PDA Surveyors Pty Ltd (PDA) who advised they had been asked by the owner of 491 Forth Road, Forth to meet with the Central Coast Council and ascertain what was required to progress a retrospective development application for works that had occurred on the site.

The Central Coast Council asked that sampling of stormwater flowing from the site begin immediately. The Central Coast Council also explained what supporting documentation would be required when submitting a retrospective application to the Council. This included soil testing as well as the previously mentioned water testing.

PDA submitted a letter to the Council advising that PDA were to act on behalf of the landowner to resolve the matter of the unlawful landfill. Furthermore, they advised that environmental consultants, Environmental Service and Design (ES&D), had been engaged to undertake water sampling from Hamilton Rivulet, downstream of the landfill site.

Date: 27 April 2018 -

Central Coast Council wrote to PDA seeking clarification that the landowner had officially commissioned PDA to progress with all matters required to lodge a development application with the Central Coast Council.

PDA were asked to advise the Central Coast Council on or before 21 May 2018, if they had been engaged to lodge a retrospective development application.

PDA rang the Central Coast Council and confirmed that they had been formally engaged to lodge a retrospective development application for the works at 491 Forth Road, Forth.

Date: 17 August 2018 -

The Central Coast Council received a retrospective application for landfill and associated works at 491 Forth Road, Forth.

Date: 27 August 2018 -

The Central Coast Council requested clarification, via letter correspondence, regarding several matters outlined in the application submitted by PDA. This

letter was sent under section 51 of the *Land Use Planning and Approvals Act 1993* for requirements required to make a valid application.

Date: 18 September 2018 -

The Central Coast Council's Director Community Services emailed PDA after PDA raised questions during a telephone conversation in relation to those matters raised in the letter dated 27 August 2018.

The Central Coast Council's Director Community Services outlined reasons why the Council was requesting that sub-surface testing be undertaken of the unknown waste disposed on the site; waste "dumped" before the "dumping" of landfill from the Devonport Maternity Hospital.

Date: 19 September 2018 -

The Central Coast Council's Director Community Services again outlined via email to PDA, the Central Coast Council's concern regarding the unknown landfill on the site. Furthermore, it was outlined to PDA that all reports submitted on 17 August 2018 addressed the landfill from the Devonport Maternity Hospital only. It was suggested that some sampling of the soil on the site be undertaken to assist with the requirements outlined in the Scheme's E6 Hazard Management Code.

PDA, via email correspondence to the Central Coast Council's Director Community Services, stated that all concerns were forwarded to ES&D who held the view that their assessment met the requirements of the State Policy on the Investigation of Contaminated Sites and that no further testing was required. PDA also stated that they would be advising the owner of 491 Forth Road, Forth that the request for soil testing was unreasonable.

Date: 12 October 2018 -

Crown Land Services provided consent to lodge the retrospective development application. This was required as part of the driveway access to the development site is over a portion of Crown land.

Date: 25 October 2018 -

Supplementary information was lodged with the Central Coast Council and a valid application was accepted under section 51(2) of the *Land Use Planning and Approvals Act 1993* and in accordance with 8.1 of the Scheme.

Date: 31 October 2018 -

The development application, DA2018054, was placed on public exhibition for a period of 14 days, as required under section 57 of the *Land Use Planning and Approvals Act 1993*. Public notification concluded 15 November 2018.

Date: 17 December 2018 -

The development application, DA2018054, was to be considered by the Planning Authority at its ordinary meeting held 17 December 2018. The Town Planner's recommendation was that the application be refused due to discrepancies and inconsistency in the specialty reports accompanying the application and ongoing uncertainty over the fill material placed on the site prior to the placement of Devonport Maternity Hospital materials.

The applicant withdrew the application before the meeting was held. The Council subsequently agreed to give the applicant an additional three months in which to lodge a revised application.

Date: 21 March 2019 -

A new development application (DA2018251) was lodged.

Procedural fairness -

Procedural fairness principles (previously termed "natural justice") requires that when dealing with unauthorised land use and development, the staff of the Council and the Planning Authority are to give opportunity for the developer to place an application before the Planning Authority for consideration. If such an opportunity is not acted upon, then the Council is to proceed with enforcement action under section 65B of the *Land Use Planning and Approvals Act 1993*.

When considering a development application, the Council's staff and the Planning Authority are to:

- . identify and follow the relevant statutory processes that are required to make a decision. In summary, this means all assessment processes, including referrals are in accordance with the *Land Use Planning and Approvals Act 1993*;
- . allow for the submission of a development application that is to be assessed against the standards of the Scheme;

- . avoid bias. Decisions must be fully informed and based on factual and legal information; and
- . consider all options and give factual and legal reason for any decision made.

DISCUSSION

The following Table is an assessment of the proposal against the relevant Scheme provisions:

26.0 Rural Resource Zone

CLAUSE	COMMENT
<p>26.1.2 Local Area Objectives</p>	<p>Not applicable.</p> <p>The Use Class is Residential. Residential use (landfill and associated works) would be associated with an existing dwelling on-site and, as such, is a Permitted use in the Rural Resource zone. As per Clause 8.10 of the Scheme, no assessment against this Clause is required.</p>
<p>26.1.3 Desired Future Character Statements</p>	<p>Not applicable.</p> <p>The Use Class is Residential. Residential use (landfill and associated works) would be associated with an existing dwelling on-site and, as such, is a Permitted use in the Rural Resource zone. As per Clause 8.10 of the Scheme, no assessment against this Clause is required.</p>
<p>26.3 Use Standards</p>	
<p>26.3.1 Requirement for discretionary non-residential use to locate on rural resource land</p>	
<p>26.3.1-(P1) Other than for residential use, discretionary permit use must:</p>	<p>Not applicable.</p>

<ul style="list-style-type: none"> (a) be consistent with local area objectives; (b) be consistent with any applicable desired future character statement; (c) be required to locate on rural resource land for operational efficiency: <ul style="list-style-type: none"> (i) to access a specific naturally occurring resource on the site or on adjacent land in the zone; (ii) to access infrastructure only available on the site or on adjacent land in the zone; (iii) to access a product of primary industry from a use on the site or on adjacent land in the zone; (iv) to service or support a primary industry or other permitted use on the site or on adjacent land in the zone; (v) if required – <ul style="list-style-type: none"> a. to acquire access to a mandatory site area not otherwise available in a zone intended for that purpose; 	<p>Use would be associated with Residential use of the land, which is a Permitted use in the Rural Resource zone if related to an existing dwelling.</p>
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COMMUNITY SERVICES

<ul style="list-style-type: none">b. for security;c. for public health or safety if all measures to minimise impact could create an unacceptable level of risk to human health, life or property if located on land in a zone intended for that purpose;(vi) to provide opportunity for diversification, innovation, and value-adding to secure existing or potential primary industry use of the site or of adjacent land;(vii) to provide an essential utility or community service infrastructure for the municipal or regional community or that is of significance for Tasmania; or(viii) if a cost-benefit analysis in economic, environmental, and social terms indicates significant benefits to the region; and(d) minimise likelihood for:<ul style="list-style-type: none">(i) permanent loss of land for existing and potential primary industry use;(ii) constraint or interference to existing and potential primary industry use on the site and on adjacent land; and	
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<p>(iii) loss of land within a proclaimed irrigation district under Part 9 <i>Water Management Act 1999</i> or land that may benefit from the application of broad-scale irrigation development.</p>	
<p>26.3.2 Required Residential Use</p>	
<p>26.3.2-(A1) Residential use required as part of a use must:</p> <ul style="list-style-type: none"> (a) be an alteration or addition to an existing lawful and structurally sound residential building; (b) be an ancillary dwelling to an existing lawful and structurally sound single dwelling; (c) not intensify an existing lawful residential use; (d) replace a lawful existing residential use; (e) not create a new residential use through conversion of an existing building; or (f) be home based business in association with occupation of an existing lawful and structurally sound residential building; and (g) there is no change in the title description of the site on which the residential use is located. 	<p>Not applicable.</p> <p>Existing use of the land is non-required Residential use.</p>

26.3.3 Residential use	
<p>26.3.3-(A1) Residential use that is not required as part of an other use must:</p> <ul style="list-style-type: none"> (a) be an alteration or addition to an existing lawful and structurally sound residential building; (b) be an ancillary dwelling to an existing lawful and structurally sound single dwelling; (c) not intensify an existing lawful residential use; (d) not replace an existing residential use; (e) not create a new residential use through conversion of an existing building; (f) be an outbuilding with a floor area of not more than 100m² appurtenant to an existing lawful and structurally sound residential building; or (g) be home based business in association with occupation of an existing lawful and structurally sound residential building; and 	<ul style="list-style-type: none"> (a) Not applicable. Satisfied by (c). (b) Not applicable. Satisfied by (c). (c) Compliant. The landfill involves modifying the land for the continued residential use of the property. No structural changes or buildings are proposed to the existing dwelling. (d) Not applicable. Satisfied by (c). (e) Not applicable. Satisfied by (c). (f) Not applicable. Satisfied by (c). (g) Not applicable. Satisfied by (c). (h) Not applicable. No changes in the Title description of the site on which the residential use is located.

<p>(h) there is no change in the title description of the site on which the residential use is located.</p>	
<p>26.4 Development Standards</p>	
<p>26.4.1 Suitability of a site or lot on a plan of subdivision for use or development</p>	
<p>26.4.1-(A1) A site or each lot on a plan of subdivision must:</p> <p>(a) unless for agricultural use, have an area of not less than 1.0 hectare not including any access strip; and</p> <p>(b) if intended for a building, contain a building area</p> <p>(i) of not more than 2,000m² or 20% of the area of the site, whichever is the greater unless a crop protection structure for an agricultural use;</p> <p>(ii) clear of any applicable setback from a frontage, side or rear boundary;</p> <p>(iii) clear of any applicable setback from a zone boundary;</p> <p>(iv) clear of any registered easement;</p> <p>(v) clear of any registered right of way benefiting other land;</p>	<p>(a) Compliant. Land area is 4.249ha.</p> <p>(b) Not applicable. Development is for landfill and associated works. No building proposed.</p>

<ul style="list-style-type: none"> (vi) clear of any restriction imposed by a utility; (vii) not including an access strip; (viii) accessible from a frontage or access strip. 	
<p>26.4.1–(A2) A site or each lot on a subdivision plan must have a separate access from a road:</p> <ul style="list-style-type: none"> (a) across a frontage over which no other land has a right of access; and (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 (c) by a right of way connecting to a road – <ul style="list-style-type: none"> (i) over land not required as the means of access to any other land; and (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 	<ul style="list-style-type: none"> (a) Compliant. The property has frontage to Forth Road and Forthside Road. Access is via Forthside Road, owned and managed by Devonport City Council, with driveway access over a strip of land owned by the Crown. Crown approval was required for lodgment of the application. (b) Not applicable. Not an internal lot. (c) Not applicable. No legal access to a right of way connecting to a road. (d) Compliant. Width of frontage across Crown land is approximately 25m. (e) Compliant. The land has access to Forthside Road. Forthside Road is owned and maintained by Devonport City Council.

<p>(d) with a width of frontage and any access strip or right of way of not less than 6.0m; and</p> <p>(e) the relevant road authority in accordance with the <i>Local 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>The application was referred to Devonport City Council for comments as a Road Authority and no comments were received.</p> <p>The application was referred to State Growth as the site has frontage to Forth Road which is a State owned and maintained road and no comments were received.</p> <p>Consent from Crown Land Services was obtained for the lodgment of the application, as a strip of land allowing access to the dwelling on site is Crown land.</p>
<p>26.4.1–(A3) Unless for agricultural use other than controlled environment agriculture which permanently precludes the land for an agricultural use dependent on the soil as a growth medium, a site or each lot on a plan of subdivision must be capable of connecting to a water supply:</p> <p>(a) provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>; or</p> <p>(b) from a rechargeable drinking water system ^{R31} with a storage capacity of not less than 10,000 litres if:</p> <p>(i) there is not a reticulated water supply; and</p>	<p>(a) Not applicable. Satisfied by (b)(ii).</p> <p>(b)(i) Not applicable. Satisfied by (b)(ii).</p> <p>(b)(ii) Compliant. Development is landfill and associated works only. No changes to the existing water supply.</p>

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<p>(ii) development is for:</p> <p>a. a single dwelling; or</p> <p>b. a use with an equivalent population of not more than 10 people per day.</p>	
<p>26.4.1–(A4) Unless for agricultural use other than controlled environment agriculture which permanently precludes the land for an agricultural use dependent on the soil as a growth medium, a site or each lot on a plan of subdivision must be capable of draining and disposing of sewage and liquid trade waste:</p> <p>(a) to a sewerage system provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>; or</p> <p>(b) by on-site disposal if:</p> <p>(i) sewage or liquid trade waste cannot be drained to a reticulated sewer system; and</p> <p>(ii) the development:</p> <p>a. is for a single dwelling; or</p> <p>b. provides for an equivalent population of not more than 10 people per day; or</p>	<p>(a) Not applicable. Satisfied by (b)(iii).</p> <p>(b)(i) Not applicable. Satisfied by (b)(iii).</p> <p>(b)(ii) Not applicable. Satisfied by (b)(iii).</p> <p>(b)(iii) Compliant. Development is landfill and associated works only. Plans submitted indicate that the proposed development is clear of any defined building area or access strip.</p>

<p>(iii) the site has capacity for on-site disposal of domestic waste water in accordance with AS/NZS 1547:2000 On-site domestic-wastewater management clear of any defined building area or access strip.</p>	
<p>26.4.1-(A5) Unless for agricultural use other than controlled environment agriculture which permanently precludes the land for an agricultural use dependent on the soil as a growth medium, a site or each lot on a plan of subdivision must be capable of draining and disposing of stormwater:</p> <p>(a) to a stormwater system provided in accordance with the <i>Urban Drainage Act 2013</i>; or</p> <p>(b) if stormwater cannot be drained to a stormwater system:</p> <p>(i) for discharge to a natural drainage line, water body or watercourse; or</p> <p>(ii) for disposal within the site if:</p> <p>a. the site has an area of not less than 5,000m²;</p> <p>b. the disposal area is not within any defined building area;</p>	<p>(a) Not applicable. Satisfied by (b)(i).</p> <p>(b)(i) Compliant. Stormwater drainage to Hamiltons Rivulet.</p> <p>(b)(ii) Not applicable. Satisfied by (b)(i).</p>

<ul style="list-style-type: none"> c. the disposal area is not within any area required for the disposal of sewage; d. the disposal area is not within any access strip; and e. not more than 50% of the site is impervious surface. 	
<p>26.4.2 Location and configuration of development</p>	
<p>26.4.2-(A1) A building or a utility structure, other than a crop protection structure for an agriculture use, must be setback:</p> <ul style="list-style-type: none"> (a) not less than 20.0m from the frontage; or (b) if the development is for sensitive use on land that adjoins a road specified in the Table to this Clause, not less than the setback specified from that road; (c) not less than 10.0m from each side boundary; and (d) not less than 10.0m from the rear boundary; or (e) in accordance with any applicable building area shown on a sealed plan. 	<p>Not applicable.</p> <p>Landfill and associated works are not a building or a utility structure. No changes are proposed to the existing dwelling and associated outbuildings.</p>

<p>26.4.2-(A2) Building height must be not more than 8.5m.</p>	<p>Not applicable. No building proposed.</p>
<p>26.4.2 A3.1 A building or utility structure, other than a crop protection structure for an agricultural use or wind power turbines or wind power pumps, must –</p> <ul style="list-style-type: none"> (a) not project above an elevation 15m below the closest ridgeline; (b) be not less than 30m from any shoreline to a marine or aquatic water body, water course, or wetland; (c) be below the canopy level of any adjacent forest or woodland vegetation; and (d) clad and roofed with materials with a light reflectance value of less than 40%. <p>A3.2 Wind power turbines and wind power pumps must not exceed 20m in height.</p>	<p>A3.1 Not applicable. No building or utility structure proposed.</p> <p>A3.2 Not applicable. No wind turbine or wind power pumps.</p>

26.4.3 Location of development for sensitive uses	
<p>26.4.3-(A1) New development, except for extensions to existing sensitive use where the extension is no greater than 30% of the existing gross floor area of the sensitive use, must –</p> <p>(a) be located not less than:</p> <ul style="list-style-type: none"> (i) 200m from any agricultural land; (ii) 200m from aquaculture, or controlled environment agriculture; (iii) 500m from the operational area boundary established by a mining lease issued in accordance with the <i>Mineral Resources Development Act 1995</i> if blasting does not occur; or (iv) 1000m from the operational area boundary established by a mining lease issued in accordance with the <i>Mineral Resources Development Act 1995</i> if blasting does occur; or (v) 500m from intensive animal husbandry; (vi) 100m from land under a reserve management plan; 	<ul style="list-style-type: none"> (a)(i) Compliant. Landfill and associated works are considered new development and would be within 200m from adjoining agricultural land. However, the landfill and associated works would not result in an increasing of the gross floor area of the existing sensitive use on-site. (a)(ii) Not applicable. Not within 200m from aquaculture, or controlled environment agriculture. (a)(iii) Not applicable. Not within 500m of a mining lease. (a)(iv) Not applicable. Not within 1,000m of a mining lease. (a)(v) Not applicable. Not within 500m from an intensive animal husbandry. (a)(vi) Not applicable. Not within 100m from land under a reserve management plan. (a)(vii) Not applicable. Not within 100m from land designated for production forestry. (a)(viii) Not applicable. Not within 50m from Bass Highway or a railway line.

<p>(vii) 100m from land designated for production forestry;</p> <p>(viii) 50.0m from a boundary of the land to the Bass Highway, or to a railway line; and</p> <p>(ix) clear of any restriction imposed by a utility; and</p> <p>(b) not be on land within a proclaimed irrigation district under Part 9 <i>Water Management Act 1999</i>, or land that may benefit from the application of broad-scale irrigation development.</p>	<p>(b) Not applicable. The site is not located within a proclaimed irrigation district under Part 9 <i>Water Management Act 1999</i>, or land that may benefit from the application of broad-scale irrigation development.</p>
<p>26.4.4 Subdivision</p>	
<p>26.4.4-(A1) Each new lot on a plan of subdivision must be -</p> <p>(a) a lot required for public use either State government, a Council, a Statutory authority or a corporation all the shares of which are held by or on behalf of the State, a Council or by a statutory authority.</p>	<p>Not applicable.</p> <p>No subdivision proposed.</p>
<p>26.4.5 Buildings for Controlled Environment Agriculture</p>	
<p>26.4.5-(A1)</p> <p>A building for controlled environment agriculture use must be a crop protection structure and the agricultural use inside the building must satisfy one of the following:</p>	<p>Not applicable.</p> <p>No controlled environment agriculture proposed.</p>

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<p>(a) rely on the soil as a growth medium into which plants are directly sown;</p> <p>(b) not alter, disturb or damage the existing soil profile if conducted in a manner which does not rely on the soil as a growth medium.</p>	
<p>CODES</p>	
<p>E1 Bushfire-Prone Areas Code</p>	<p>Not applicable. Not a subdivision or vulnerable or hazardous use.</p>
<p>E2 Airport Impact Management Code</p>	<p>Not applicable. No Code in this Scheme.</p>
<p>E3 Clearing and Conversion of Vegetation Code</p>	<p>Not applicable. No clearing or conversion of native threatened vegetation.</p>
<p>E4 Change in Ground Level Code</p>	<p>Code is applicable to landfill and associated works.</p> <p>The proposed change in ground level would be up 3.5m in depth and involve approximately 4,304m³ of relocated earth.</p>
<p>E4.6 Development Standards</p>	
<p>E4.6.1 Change in existing ground level or natural ground level</p>	
<p>E4.6.1-(A1) Cut or fill must:</p>	<p>(a) Compliant. Land is zoned Rural Resource.</p>

<p>(a) not be on land within the Environmental Living zone or the Environmental Management zone;</p> <p>(b) be required to:</p> <ul style="list-style-type: none"> (i) provide a construction site for buildings and structures; (ii) facilitate vehicular access; (iii) mitigate exposure to a natural or environmental hazard; (iv) facilitate provision of a utility; (v) assist the consolidation or intensification of development; or (vi) assist stormwater management; <p>(c) not result in a modification of surface stormwater water flow to increase:</p> <ul style="list-style-type: none"> (i) surface water drainage onto adjacent land; (ii) pooling of water on the site or on adjacent land; or (iii) the nature or capacity of discharge from land 	<p>(b)(i) Not applicable. Satisfied by (b)(v).</p> <p>(b)(ii) Not applicable. Satisfied by (b)(v).</p> <p>(b)(ii) Not applicable. Satisfied by (b)(v).</p> <p>(b)(iv) Not applicable. Satisfied by (b)(v).</p> <p>(b)(v) Compliant. The landfill is intended to assist the consolidation of the existing residential use on the site.</p> <p>(b)(vi) Not applicable. Satisfied by (b)(v).</p> <p>(c)(i) Compliant. The landfill will not modify surface water drainage onto adjacent land.</p> <p>(c)(ii) Compliant. The landfill would be designed to prevent pooling of water on the site or on adjacent land.</p> <p>(c)(iii) Compliant. The landfill will not impact on the capacity for discharge of upstream of waters.</p> <p>(d) Compliant. The landfill and associated works are away from any buildings or structures on the site.</p> <p>(e) Compliant. The application states that no intersected ground water has been identified on the site.</p>
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<p>upstream in a natural or artificial drainage channel;</p> <p>(d) not destabilise any existing building or increase the requirements for construction of any potential building on adjacent land;</p> <p>(e) manage disposal of intersected ground water;</p> <p>(f) safeguard the quality of receiving waters through measures to minimise erosion and release of sediments and other contaminants during each of the site preparation, construction and rehabilitation phase in accordance with Soil and Water Management on Building and Construction Sites 2009;</p> <p>(g) not require a retaining or support structure that would result in a 'line of influence' of more than 450mm into any adjacent land unless the owner of adjacent land has provided written consent to enter into an agreement under Part 5 <i>Land Use Planning and Approvals Act 1993</i> registered on the title of adjacent land to provide for the level of constraint; and</p> <p>(h) not encroach upon or expose, disturb, or reduce cover over an underground utility to less than 1.0m unless the relevant regulatory entity has advised:</p> <p>(i) it is satisfied the cut or fill will not result in harm to</p>	<p>(f) Compliant. The application states that “<i>fill to be imported is limited to clean topsoil required to cover over rubble. The fill would not include plant matter, waste, plastics or other matter that ought to be recycled or disposed of at a controlled waste disposal or resource recovery centre. The quality of receiving waters would be safeguarded in accordance with commitments expressed below under Code E10. Placement of fill and erosion control would be undertaken in accordance with Fact Sheets 1, 3 and 19 of the Soil and Water Management on Building and Construction Sites 2009</i>”.</p> <p>(g) Compliant. The application states that no retaining walls or support structures are required.</p> <p>(h) Not applicable. The nearest utility is approximately 20m from the landfill.</p>
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<p>the utility; and</p> <p>(ii) any condition or requirement it determines are appropriate to protect the utility.</p>	
<p>E5 Local Heritage Code</p>	<p>Not applicable. No places of local significance listed in this Scheme.</p>
<p>E6 Hazard Management Code</p>	
<p>E6.2 Application of the Code</p>	<p>This Code is applicable due to possible risk of the site being contaminated by the fill materials placed on the land.</p> <p>Documentation submitted in support of the application (ES&D report) states that the site is not contaminated.</p> <p>The proposal satisfies E6.6.1(A1)(b) in that “a hazard risk assessment establishes the site can be remediated to provide a tolerable level of risk for the development”.</p> <p>Appropriate conditions placed on a Permit would ensure all works are undertaken in accordance with the recommendations contained in the ES&D report, including a requirement for ongoing water sampling by a suitably qualified person.</p>
<p>E6.4 Use or Development Exempt from this Code</p>	<p>Application is exempt in relation to landslide. A small portion of the site has a low landslide hazard area. Section E6.4.4 of the Scheme exempts development from this Clause if under (d) “a</p>

	new building and an extension to a building on land located in a Low Landslide Hazard Area”.
E6.5 Use Standards	
E6.5.1 Use on potentially contaminated land	
<p>E6.5.1-(A1) Use must not occur on land potentially contaminated by a previous use for an activity listed in Table E6.1 unless:</p> <p>(a) soil disturbance and development is carried out in accordance with requirements in a hazard risk assessment for contamination;</p> <p>(b) a hazard risk assessment for potential contamination establishes the site can be remediated to provide a tolerable level of risk for the use; or</p> <p>(c) a hazard risk assessment establishes the site has been remediated to provide a tolerable level of risk.</p>	<p>Landfill is an activity listed in Table E6.1.</p> <p>(a) Not applicable. Satisfied by (b).</p> <p>(b) Compliant. Documentation submitted in support of the application (ES&D report) states that the site is not contaminated. The proposal satisfies E6.5.1(A1)(b) in that “a hazard risk assessment establishes the site can be remediated to provide a tolerable level of risk for the use”.</p> <p>(c) Not applicable. Satisfied by (b).</p>
E6.5.2 Use likely to be exposed to a natural hazard	
<p>E6.5.2-(A1) If a use is on land within an area of risk from exposure to a natural hazard as shown on a map forming part of this planning scheme:</p> <p>(a) use must not be for a critical use, a hazardous use, or a</p>	Not applicable.

<p>vulnerable use;</p> <p>(b) use must not be residential use if the level of risk is medium or higher; and</p> <p>(c) a hazard risk assessment must demonstrate a tolerable level of risk can be achieved and maintained for the nature and duration of the use.</p>	
<p>E6.6 Development Standards</p>	
<p>E6.6.1 Development on potentially contaminated land</p>	
<p>E6.6.1–(A1) Development must not occur on land potentially contaminated by a previous use for an activity listed in the Table E6.1 to this clause unless:</p> <p>(a) soil disturbance and development is carried out in accordance with the requirements of a hazard risk assessment for contamination;</p> <p>(b) a hazard risk assessment establishes the site can be remediated to provide a tolerable level of risk from the development; or</p> <p>(c) a hazard risk assessment establishes the site has been remediated to provide a tolerable level of risk from the</p>	<p>Landfill is an activity listed in Table E6.1.</p> <p>(a) Not applicable. Satisfied by (b).</p> <p>(b) Compliant. Documentation submitted in support of the application (ES&D report) states that the site is not contaminated. The proposal satisfies E6.6.1(A1)(b) in that a hazard risk assessment establishes the site can be remediated to provide a tolerable level of risk from the development.</p> <p>(c) Not applicable. Satisfied by (c).</p>

<p>development; and</p> <p>(d) if a hazard risk assessment establishes need to involve land on another title to manage risk consistent with the objective, the consent in writing of the owner of that land must be provided to enter into a Part 5 agreement to be registered on the title of the land and providing for the affected land to be managed in accordance with recommendations for contamination management.</p>	<p>(d) Not applicable. There is no need to involve land on another title to manage risks. However, it is considered to be appropriate that conditions be placed on a Permit to ensure all works on site are undertaken in accordance with the recommendations contained in the supporting ES&D report, including a requirement for on-going water sampling by a suitably qualified person. This would be best ensured by requiring the landowner to enter into a Part 5 Agreement with the Council.</p>
<p>E6.6.2 Development on land exposed to a natural hazard</p>	
<p>E6.6.2-(A1) If the site is within an area of risk shown on a natural hazard map forming part of this planning scheme:</p> <p>(a) a hazard risk assessment must determine:</p> <p style="padding-left: 40px;">(i) there is an insufficient increase in risk to warrant any specific hazard reduction or protection measure; or</p> <p style="padding-left: 40px;">(ii) a tolerable level of risk can be achieved for the type, form, scale and duration of the development; and</p> <p>(b) if a hazard risk assessment established need to involve land on another title for hazard management consistent with the objective, the consent in writing of the owner of that land</p>	<p>Not applicable.</p>

<p>must be provided to enter into a Part 5 agreement to be registered on the title of the land and providing for the affected land to be managed in accordance with recommendations for hazard management.</p>	
<p>E7 Sign Code</p>	<p>Not applicable. No signs proposed.</p>
<p>E9 Traffic Generating Use and Parking Code</p>	
<p>E9.2 Application of this Code</p>	<p>Code applies to all development.</p>
<p>E9.4 Use or development exempt from this Code</p>	<p>Not exempt. No Local Area Parking Scheme applies to the site.</p>
<p>E9.5 Use Standards</p>	
<p>E9.5.1 Provision for parking</p>	
<p>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;</p>	<p>(a) Compliant. Table E9A requires two car parking spaces for a residential dwelling. Existing provisions for two car parking spaces exist.</p>

E9.5.2 Provision for loading and unloading of vehicles	
<p>E9.5.2-(A1) There must be provision within a site for:</p> <p>(a) on-site loading area in accordance with the requirement in the Table to this Code; and</p> <p>(b) passenger vehicle pick-up and set-down facilities for business, commercial, educational and retail use at the rate of one space for every 50 parking spaces.</p>	Not applicable for the development of a single dwelling.
E9.6 Development Standards	
E9.6.2 Design of vehicle parking and loading areas	
E9.6.2 A1.1 All development must provide for the collection, drainage and disposal of stormwater; and	Existing provisions for two car parking spaces is compliant.
<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</p>	Not applicable for the development of a single dwelling.

<p>- 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>Compliant. The site has existing provision for two car parking spaces on the site.</p>

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E10 Water and Waterways Code	
E10.2 Application of this Code	Code applies as landfill development is adjacent to and within the Hamilton Rivulet that is an active watercourse.
E10.6 Development Standards	
E10.6.1 Development in proximity to a water body, watercourse, or wetland	There are no Acceptable Solutions for this Code. Assessment must be against the Code's Performance Criteria. Refer to the "Issues" section of this report.
Specific Area Plans	No Specific Area Plans apply to this location.

Issues -

1 E10 Water and Waterways Code -

The Scheme states that E10 Water and Waterways Code applies for use or development on land within 30m of a watercourse. Hamilton Rivulet intersects the property and fill material has been placed within 500mm of the watercourse.

There is no Acceptable Solution for E10.6.1.

The relevant Performance Criteria must be satisfied.

Performance Criteria E10.6.1-(P1) states that development at 491 Forth Road, Forth must -

(a) minimise risk to the function and values of the Hamilton Rivulet watercourse including for -

(i) hydraulic performance;

Compliant. Subsequent works are to be undertaken as detailed in the application. The Hamilton Rivulet would be lined with clay, as per recommendations by environmental consultants ES&D and Tasman Geotechnics. This would minimise risks to the hydraulic performance of the Hamilton Rivulet.

(ii) economic value;

Compliant. The lower reaches of the rivulet do not serve as a community economic asset, more of a visual amenity asset to domestic gardens.

(iii) water based activity;

Not applicable. Hamilton Rivulet in the 1880s supported a waterwheel for flour mill activity. However, the recent history of the Rivulet is that it acts as an overflow channel for six rural dams that are up-stream of the subject site and accepts stormwater flows from Forth Road via a culvert that empties onto the subject site.

(iv) disturbance and change in natural ground level;

Compliant. The landfill and associated works have resulted in a substantial disturbance and change in

natural ground level. Therefore, specific conditions have been placed on the Planning Permit to ensure subsequent works to reshape the fill material occurs so to minimise risk to the function and values of the Hamilton Rivulet watercourse. Supporting reports by Tasman Geotechnics, ES&D and PDA attest that works can occur without substantial risk to the Hamilton Rivulet.

(v) *control of sediment and contaminants;*

Compliant. The ES&D risk assessment report, combined with recommendations contained in the Tasman Geotechnics engineering report, outline mechanisms to minimise erosion and release of sediments and redefine the watercourse. Mechanisms would need to be implemented in accordance with "Soil and Water Management on Building Construction Sites 2009".

Primary measures recommended by Tasman Geotechnics engineering report and ES&D are:

- (i) clay lining of the creek bed;
- (ii) modification of the gradient of the fill material and cover of the material with geo fabric materials and 300mm of earth sown to grass;
- (iii) the installation of cut-off drains or diversion banks to prevent concentrated upslope run-off flowing through the fill area, until grass cover is established;
- (iv) the installation of temporary sediment barriers down slope of the fill area to prevent debris entering the watercourse. Sediment barriers to be inspected regularly and maintained after each significant rainfall event; and
- (v) stockpile of fill material to be located 3m away from any area of concentrated flow, access ways, swales or surfaces with steep slopes.

- (vi) *public access and use;*
 Not applicable. Public access to Hamilton Rivulet would not change.
- (vii) *aesthetic or scenic quality;*
 Compliant. The application seeks to allow the section in the middle of the existing landfill area to be further filled using existing fill material on-site and the reshaping of fill material in accordance with the requirements set out by the supporting documentation. After reshaping has occurred, geotextile fabric would be placed over the fill material and 750m³ of clean topsoil would be spread out evenly over the fill, to a depth of approximately 300mm. Subsequent works would minimise the risks to the aesthetic or scenic quality of the Hamilton Rivulet from the site.
- (viii) *water quality management arrangements for stormwater and sewage disposal;*
 Compliant. As per the application and supporting documentation, the development would not change the existing arrangements for stormwater and sewage disposal on the site.
- (ix) *modification of a natural drainage channel;*
 Compliant. Development has resulted in some changes to the location of the Hamilton Rivulet channel of drainage. Subsequent works are to be undertaken as detailed in the application. The Hamilton Rivulet would be lined with clay, as per recommendations by environmental consultants ES&D and Tasman Geotechnics. This would minimise risks to the function of the Hamilton Rivulet.
- (x) *biodiversity and ecological function;*
 Compliant. Application indicates no impact would occur to the biodiversity and ecological function of Hamilton Rivulet.
- (xi) *level or likely risk from exposure to natural hazards of flooding and inundations; and*
 Compliant. Tasman Geotechnics state that consideration should be given to designing the fill

platform for possible inundation by water should one (or more) of the upstream dams fail, by considering an overflow pathway or spillway. This has been adopted with the application as detailed on the submitted proposed earthworks plan.

(xii) *community risk and public safety; and*
 Compliant. As per the application and supporting documentation, that there would be no significant impact on the community risk and public safety.

(b) *be consistent with any advice or decision of relevant entity administering or enforcing compliance with an applicable protection and conservation regulation for –*

(i) *impact of the development on the objectives and outcomes for protection of the water body, watercourse or wetland; and*

(ii) *any condition or requirement for protection of the water body, watercourse or wetland.*

Compliant. The application was referred to the EPA. Refer to “Referral advice” table for EPA comments.

Referral advice –

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

SERVICE	COMMENTS/CONDITIONS
Environmental Health	The consultants have satisfactorily identified the potential environmental impacts from the depositing of materials on this site. Council must ensure that on-site works will be completed as per the recommendations of the reports, within a reasonable, defined timeframe.
Infrastructure Services	No comments received or required.

<p>Crown Land Services</p>	<p>Consent from Crown Land Services was obtained for the lodgment of the application as a strip of land to access the property is over Crown land.</p> <p>Application was also referred to Crown Land Services as an adjoining property owner on 28 May 2019.</p> <p>No comments were received.</p>
<p>Devonport City Council</p>	<p>The application was referred to Devonport City Council on 28 May 2019 as the site has frontage to Forthside Road which is a Devonport City Council owned and maintained road.</p> <p>No comments were received.</p>
<p>Department of State Growth</p>	<p>The application was referred to State Growth on 28 May 2019 as the site has frontage to Forth Road which is a State owned and maintained road.</p> <p>No comments were received.</p>
<p>Environment Protection Authority</p>	<p>Earlier application DA2018054 was referred to the EPA on 1 November 2018 for general comments. The EPA stated that the landfill did not require referral to the EPA Board for assessment under section 25 of the <i>Environmental Management and Pollution Control Act 1994</i>.</p> <p>Application DA2018251 was also referred to the EPA who have again determined the EPA Board does not need to assess the activity to which the application relates, as the materials on site are deemed to be inert and constitute a significant</p>

	proportion of demolished building material.
TasWater	There is a water main located in the south-western corner of the land. However, TasWater has previously advised the Council, under DA2018054, that all works are clear of this main and subsequently they did not require the application to be referred to them.
TasRail	Not applicable.
Heritage Tasmania	Not applicable.

CONSULTATION -

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

- Three site notices were posted (Forthside Road and two on Forth Road due to the development site being intersected by Forth Road);
- letters to adjoining owners were sent (including Devonport City Council, State Growth and Crown Land Services); and
- an advertisement was placed in the Public Notices section of The Advocate on 31 October 2018.

Representations -

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

The representations are summarised and responded to as follows:

MATTER RAISED	RESPONSE
REPRESENTATION 1	
1 The works have, in the majority, been completed. This has resulted in the Council being unable to put in place appropriate and	Landfill has been placed on the land with no Permit issued for such works. The subject application seeks retrospective assessment and

<p>acceptable measures to ensure environmental protection of the Hamilton Rivulet and surrounding area.</p>	<p>approval for the works and for additional works to reshape fill material.</p>
<p>2 A retrospective approval would encourage others to build or dump first and submit plans later, which is totally unacceptable. The Council has planning laws, and these have been ignored.</p>	<p>This comment is noted.</p>
<p>3 There is no identification of material dumped at the site prior to fill from Devonport Mersey Hospital site. Under section 8.2 of the ES&D report, the only inspection of these materials has been by the property owner. There have been no soil samples taken for the areas dumped on the site, including no samples from the recently dumped material from the Devonport Mersey Hospital site.</p>	<p>Subsurface investigations have been undertaken by consultants ES&D of materials placed on the site prior to the placement of Devonport Maternity Hospital material. The material has been found to be inert soils and building materials.</p>
<p>4 Sampling from the Hamilton Rivulet was on a once only basis. There has been no long-term analysis of the Rivulet after the dumping.</p>	<p>This comment is noted. Environmental consultants ES&D have made a recommendation that ongoing water testing should be carried out.</p>
<p>5 How much confidence is there that the owner, and future owners, will maintain sediment control on site? What bonds or financial guarantees can Council put in place to ensure works and maintenance would take place?</p>	<p>It is not usual for a bond to be taken to guarantee that future works are undertaken on private land. However, not all parties may be able to make payment of a bond. It would be a condition of a Permit issued that the landowner enter into a Part 5 Agreement (legal agreement that is noted on the Title) with the Council. The Agreement would be legally binding and would set out a schedule of works required on the</p>

	site and a schedule of timelines associated with such works, including ongoing water sampling.
<p>6 The ES&D report recommends continued water sampling for six years. The applicant makes no mention of this in the application.</p> <p>The inference to draw from this is there will be no further sampling. This is totally inadequate.</p>	<p>This comment is noted. Environmental consultants ES&D have made a recommendation that ongoing water testing be carried out. This matter would form part of any Part 5 Agreement with the landowner.</p>
REPRESENTATION 2	
<p>1 Every day the contaminated waste is left, the more the surrounding environment is degraded.</p>	<p>The application is accompanied by specialist reports that have determined there are no contaminated materials on-site. The EPA has also concluded that materials on the site are inert and constitutes a significant proportion of demolished building material. The EPA has determined that the landfill proposal is of limited scale and is considered to have negligible risk of causing environmental nuisance or harm.</p>
<p>2 Council has a moral and legal responsibility to sort out the site.</p>	<p>This comment is noted.</p>
<p>3 A family member works for EPA in Victoria where this matter would be rigorously investigated.</p>	<p>The application was referred to EPA for comments. Please refer to the Appendix section of this report to read EPA comments.</p>
REPRESENTATION 3	
<p>1 Oppose the granting of any retrospective approval for the “dumping”.</p>	<p>This comment is noted.</p>

<p>2 There are no guarantees the material can be contained on-site without a risk of escape of contaminants.</p>	<p>The application is accompanied by specialist reports that have determined there are no contaminated materials on site. The EPA has also concluded that materials on the site are inert and constitutes a significant proportion of demolished building material. The EPA has determined that the landfill proposal is of limited scale and is considered to have negligible risk of causing environmental nuisance or harm.</p>
<p>3 Dam failure above the property could cause the land to be uncovered and move downstream.</p>	<p>Dam failure above the subject site is an undetermined risk. Risk prevention measures have been addressed by the geotechnical design and reshaping of the materials on the site.</p>
<p>4 Landfill should never be placed in a gully or creek as it makes it impossible to prevent contaminants escaping due to the presence of water.</p>	<p>This comment is noted. Please refer to the "Issues" section of this report where the only discretionary matter in relation to this application, i.e. proximity of material to a watercourse, is addressed.</p>
<p>5 No environmental impact statement has been conducted so environmental factors are unknown and therefore cannot be addressed.</p>	<p>This comment is noted. The application lodged includes a report prepared by environmental consultants, being ES&D.</p>
<p>6 The contractor and Council that dumped this material should remediate the site. The material should be taken to Dulverton for safe storage.</p>	<p>This comment is noted.</p>
<p>7 For many years councils have used gullies, creeks, foreshores and other sites to dump landfill.</p>	<p>The Scheme includes E4 Change in Ground Level Code and E10 Water and Waterways Code.</p>

<p>Permits are rarely in place. Only dump landfill at an approved site.</p>	<p>The Scheme requirements under E4 Change in Ground Level Code are satisfied. The relevant assessment criteria under E10 Water and Waterways Code is addressed in the “Issues” section of this report.</p>
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RESOURCE, FINANCIAL AND RISK IMPACTS

The risks associated with this application include:

- 1 Any decision of the Planning Authority could be appealed by either the applicant and/or representors.
- 2 The landowner may enter into a Part 5 Agreement to undertake the required works and water testing, but not progress to undertake the agreed works. This would mean the Council would need to issue and lodge an enforcement notice with the Resource Management and Planning Appeal Tribunal.

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

Several aspects under the Scheme must be considered when assessing the retrospective application for landfill and associated works at 491 Forth Road, Forth.

There are two pivotal considerations the Council must consider and then be satisfied that compliance can be achieved in relation to the application lodged. These matters are:

- 1 the possibility of contamination on the site; and
- 2 the protection and safety of the watercourse (Hamilton Rivulet) that runs through the property.

Possibility of site contamination –

In relation to possible site contamination, the application is accompanied by specialist reports that have determined there are no contaminated materials on the site. The application was referred to the EPA who has determined the EPA Board does not need to assess the activity to which the application relates, as the materials on the site are deemed to be inert, constituting a significant proportion of demolished building material.

The protection and safety of the watercourse (Hamilton Rivulet) –

As detailed in the “Issues” section of this report, the protection and safety of Hamilton Rivulet has been considered and reviewed. Specific conditions have been placed on the Planning Permit to ensure subsequent works to reshape the fill material occurs so to minimise risk to the function of the Hamilton Rivulet watercourse. Supporting reports by Tasman Geotechnics, ES&D and PDA attest that works can occur without substantial risk to the Hamilton Rivulet.

Furthermore, the Hamilton Rivulet (through the development site) would be lined with clay as per recommendations by environmental consultants ES&D and Tasman Geotechnics. This would minimise risks to the function of the Hamilton Rivulet.

Recommendation –

It is recommended that the application for Residential (retrospective application for landfill and excavation and subsequent works to reshape fill material) – reliance on E10 Water and Waterways Code at 491 Forth Road, Forth be approved subject to the following conditions:

- 1 The development must be substantially in accordance with the “Proposed Earthworks” plans by PDA Surveyors, Drawing Nos. 40312-04 dated 18 March 2019 and 40312-05 dated 25 September 2018, unless modified by a condition of this Permit.
- 2 The development must be in accordance with the recommendations contained in the “Geo Technical Advice Proposed Fill Platform” report by Tasman Geotechnics, Reference No. TG18099/1-01 report Rev 01 dated 21 March 2019.
- 3 The development must be in accordance with the recommendations contained in the “Hazard Risk Assessment” report by Environmental Service and Design, Project No. 6225/5 dated 19 March 2019.

- 4 Within 60 days of issue of this Permit, the owner of the land must enter into a Part 5 Agreement with the Central Coast Council under section 71 of the *Land Use Planning and Approvals Act 1993*. The Part 5 Agreement is to set out the following matters to the satisfaction of the General Manager:
- (i) a schedule of on-site works as required under approved plans and specialty reports;
 - (ii) a schedule of timelines by which all works would be undertaken;
 - (iii) a requirement that, at the completion of works, a statement must be provided by the authors of the approved plans and speciality reports certifying that works have been completed in accordance with the recommendations contained in the "Geo Technical Advice Proposed Fill Platform" report by Tasman Geotechnics, Reference No. TG18099/1-01 report Rev 01 dated 21 March 2019 and the "Hazard Risk Assessment" report by Environmental Service and Design, Project No. 6225/5 dated 19 March 2019;
 - (iv) all works are certified as undertaken and completed in accordance with approved plans and speciality reports. Certification must be by the author of the approved plans and specialty reports;
 - (v) a schedule of ongoing water monitoring of Hamilton Creek, downstream from the fill material, three months, 12 months, three years and six years from the date of this Permit. Logs of samplings to be provided to the Council.

Notes:

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

The report is supported.”

The Executive Services Officer reports as follows:

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

■ “That the application for Residential (retrospective application for landfill and excavation and subsequent works to reshape fill material) – reliance on E10 Water and Waterways Code at 491 Forth Road, Forth be approved subject to the following conditions:

- 1 The development must be substantially in accordance with the ‘Proposed Earthworks’ plans by PDA Surveyors, Drawing Nos. 40312–04 dated 18 March 2019 and 40312–05 dated 25 September 2018, unless modified by a condition of this Permit.
- 2 The development must be in accordance with the recommendations contained in the ‘Geo Technical Advice Proposed Fill Platform’ report by Tasman Geotechnics, Reference No. TG18099/1–01 report Rev 01 dated 21 March 2019.
- 3 The development must be in accordance with the recommendations contained in the ‘Hazard Risk Assessment’ report by Environmental Service and Design, Project No. 6225/5 dated 19 March 2019.
- 4 Within 60 days of issue of this Permit, the owner of the land must enter into a Part 5 Agreement with the Central Coast Council under section 71 of the *Land Use Planning and Approvals Act 1993*. The Part 5 Agreement is to set out the following matters to the satisfaction of the General Manager:
 - (i) a schedule of on-site works as required under approved plans and specialty reports;
 - (ii) a schedule of timelines by which all works would be undertaken;
 - (iii) a requirement that, at the completion of works, a statement must be provided by the authors of the approved plans and speciality reports certifying that works have been completed in accordance with the recommendations contained in the ‘Geo Technical Advice Proposed Fill Platform’ report by Tasman Geotechnics, Reference No. TG18099/1–01 report Rev 01 dated 21 March 2019 and the ‘Hazard Risk Assessment’ report by Environmental Service and Design, Project No. 6225/5 dated 19 March 2019;

- (iv) all works are certified as undertaken and completed in accordance with approved plans and speciality reports. Certification must be by the author of the approved plans and specialty reports;
- (v) a schedule of ongoing water monitoring of Hamilton Creek, downstream from the fill material, three months, 12 months, three years and six years from the date of this Permit. Logs of samplings to be provided to the Council.

Notes:

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

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INFRASTRUCTURE SERVICES

10.5 Infrastructure Services determinations

The Director Infrastructure Services reports as follows:

“There are no matters from the Infrastructure Services Department for decision at this meeting.”

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NOTES

ORGANISATIONAL SERVICES

10.6 Annual Plan for the year ending 30 June 2020

The General Manager reports as follows:

“Section 71 of the *Local Government Act 1993* provides as follows:

- ‘...(1) A council is to prepare an annual plan for the municipal area for each financial year.
- (2) An annual plan is to –
 - (a) be consistent with the strategic plan; and
 - (b) include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan; and
 - (c) include a summary of the estimates adopted under section 82; and
 - (d) include a summary of the major strategies to be used in relation to the council’s public health goals and objectives ...’

The Annual Plan for the year ending 30 June 2020 has been prepared and is submitted for approval.”

The Executive Services Officer reports as follows:

“A copy of the Annual Plan for the year ending 30 June 2020 having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Annual Plan for the year ending 30 June 2020 be approved.”

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10.7 Estimates for the year ending 30 June 2020

The Director Organisational Services reports as follows:

“Section 82 of the *Local Government Act 1993* provides that estimates of the Council’s revenue and expenditure must be prepared for each financial year as follows:

- ‘...(2) Estimates are to contain details of the following:
 - (a) the estimated revenue of the council;
 - (b) the estimated expenditure of the council;
 - (c) the estimated borrowings by the council;
 - (d) the estimated capital works of the council;
 - (e) any other detail required by the Minister.

 - (3) Estimates for a financial year must –
 - (a) be adopted by the Council, with or without alteration, by absolute majority; and
 - (b) be adopted before 31 August in that financial year; and
 - (c) not be adopted more than one month before the start of that financial year.
- ...’

Estimates for the year ending 30 June 2020 have been prepared.”

The Executive Services Officer reports as follows:

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

- “That the Estimates for the year ending 30 June 2020 be adopted.”

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10.8 Fees and Charges for the year ending 30 June 2020

The Director Organisational Services reports as follows:

“A list of Fees and Charges for the year ending 30 June 2020 is submitted for fixing by the Council.”

The Executive Services Officer reports as follows:

“A copy of the Fees and Charges for the year ending 30 June 2020 having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Fees and Charges for the year ending 30 June 2020 be fixed.”
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10.9 Long-term Financial Plan 2019–2029

The Director Organisational Services reports as follows:

PURPOSE

The purpose of this report is to consider the Long-term Financial Plan 2019–2029 (LTFP) which outlines the steps the Council will take to realistically achieve its objectives whilst maintaining financial sustainability and addressing the major financial challenges and opportunities which will impact on the way the Council does business over the next 10 years.

BACKGROUND

In the current economic climate, the Central Coast Council faces a challenge in funding its on-going operations and adequately maintaining its community assets. The growth in the cost of labour and materials, increasing demand for services and the Council’s limited ability to generate revenue from rates, have created a challenging financial environment.

At the core of the Central Coast Council’s future financial sustainability will be the ability to adapt and respond to the challenges we face in delivering services more efficiently, reducing expenditure, developing opportunities to generate additional

revenue sources and to deliver projects and initiatives based on the strategic directions identified in the Central Coast Strategic Plan 2014–2024.

In order to achieve its objectives and financial sustainability, there must be in place a long-term financial plan which will outline the steps the Council will take to realistically address the major financial challenges and opportunities which will impact on the way it does business over the next 10 years.

DISCUSSION

The LTFP is the key 10 year financial planning document of the Council. It is governed by a series of financial strategies and accompanying performance indicators. It establishes the financial framework upon which sound financial decisions are made to ensure long-term financial sustainability, it is a mechanism to ensure equality between generations of ratepayers in that each generation is responsible for the costs of the resources that they consume, and it demonstrates the Council's obligation and commitment to sound financial planning to ensure the future prosperity of the community.

The long-term financial framework has been developed for the following key reasons:

- To establish a prudent and sound financial framework, combining and integrating financial strategies to achieve a planned outcome;
- To provide an assessment of the resources (financial and non-financial) required to accomplish the objectives and strategies included in the Strategic Plan and Asset Management Plans (where non-financial resources are assumed to include human resources and the Council's asset base);
- To provide an assessment of the Council's financial risks;
- To establish a basis to measure the Council's adherence to its policies and strategies; and
- To assist the Council to comply with sound financial management principles and to plan for the long-term financial sustainability of the municipal area.

The LTFP is for the period 1 July 2019 to 30 June 2029. It is based on projected performance against carefully developed sustainability targets and it accommodates in quantum and timing the activities set out in the Asset Management Plans.

The LTFP is reviewed and updated annually as part of the budgeting process to form part of the Corporate Folder.

It has been developed to achieve the following objectives within the 10 year time frame:

- . The achievement of a prudent balance between maintaining the existing range and level of service provision;
- . Maintain a strong cash position, ensuring the Council remains financially sustainable in the long-term;
- . Achieve underlying surpluses which exclude from operating surpluses items such as granted assets and capital income and expenditure;
- . Maintain debt levels below prudential guidelines;
- . Continue to pursue capital grant funding for strategic capital projects from the State and Federal Governments;
- . Provide for rate increases that are not excessive and can be justified in a positive and transparent way;
- . Maintain the ability to fund both capital works in general and meet the asset renewal requirements as outlined in asset management planning; and
- . Fees and Charges increases that are both manageable and sustainable.

CONSULTATION

Workshops have been held with the Councillors with regard to the Long-term Financial Management of the Council through the budget processes.

RESOURCE, FINANCIAL AND RISK IMPACTS

The adoption of the LTFP has no impact on resources other than the usual resources in the preparation of the Plan.

CORPORATE COMPLIANCE

The Central Coast Strategic Plan 2014–2024 include 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 Long-term Financial Plan 2019–2029.”

The Executive Services Officer reports as follows:

“A copy of the Long-term Financial Plan 2019–2029 having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Council adopt the Long-term Financial Plan 2019–2029.”
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10.10 Rates and Charges for the year ending 30 June 2020

The Director Organisational Services reports as follows:

“A specification of the Rates and Charges to be levied in order to meet the objectives of the Annual Plan has been included within the Estimates for the year ending 30 June 2020.”

The Executive Services Officer reports as follows:

“A suggested resolution is submitted for consideration.”

- “That, in accordance with the provisions of the *Local Government Act 1993*, the following Rates and Charges be and are made for the year ending 30 June 2020:

1 General Rate

- (a) A General Rate of 8.578 cents-in-the-dollar based on the assessed-annual-value and is payable on all rateable land within the Central Coast municipal area but shall only be payable in so far as the sum payable under such rate exceeds a minimum amount of \$300.00 otherwise payable in respect of that rate.

2 Service Rates and Charges

- (a) A Fire Protection Service Rate of 0.417 cents-in-the-dollar based on the assessed-annual-value and is payable in respect of all rateable land within the Penguin Urban Fire District and the Ulverstone Urban Fire District but shall only be payable in so far as the sum payable under such rate exceeds a minimum amount of \$41.00 otherwise payable in respect of that rate.
- (b) A Fire Protection Service Rate of 0.417 cents-in-the-dollar based on the assessed-annual-value and is payable in respect of all rateable land within the Forth/Leith Country Fire Brigade District, the Heybridge Country Fire Brigade District and the Turners Beach Country Fire Brigade District but shall only be payable in so far as the sum payable under such rate exceeds a minimum amount of \$41.00 otherwise payable in respect of that rate.
- (c) A Fire Protection Service Rate of 0.468 cents-in-the-dollar based on the assessed-annual-value and is payable in respect of all rateable land outside the Forth/Leith Country Fire Brigade District, the Heybridge Country Fire Brigade District, the Penguin Urban Fire District, the Ulverstone Urban Fire District and the Turners Beach Country Fire Brigade District, but shall only be payable in so far as the sum payable under such rate exceeds a minimum amount of \$41.00 otherwise payable in respect of that rate.
- (d) A Waste Management Service Charge of \$263.00 for each tenement is payable in respect of all rateable land to which there is a supplying, or making available, of waste management services.

3 Payment

- (a) All Rates and Charges shall be payable in one payment on or before the 30th day of September 2019.

4 Discount for early payment

- (a) A discount of 5% is offered to all ratepayers for payment of Rates and Charges in total on or before the 31st day of August 2019 provided that no such discount shall be offered if there are at any time any arrears of Rates and Charges owing.

5 Supplementary Valuation Rate

- (a) If a supplementary valuation is made of any land prior to 30 June 2020 the Council may adjust the amount payable in respect of any rate for that land for the 2019-2020 financial year.

- (b) If an adjusted rate is made of any land, a rate notice must be issued by the General Manager, with the amount shown as credited or payable on that notice due to be paid within 30 days of the date on which that notice issued.

6 Definition

For the purposes of this resolution:

- (a) ‘tenement’ being rateable land for which a waste management service is supplied or is made available, includes: each separate residential use on that rateable land including each lot or block of land, each house, moveable dwelling unit, flat, home unit or self-contained holiday apartment or holiday unit located on the rateable land.”
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10.11 Rates and Charges Policy (180/2015 – 29.06.2015)

The Director Organisational Services reports as follows:

PURPOSE

The purpose of this report is to consider a review of the Rates and Charges Policy for the Central Coast Council (a copy is appended to this report).

BACKGROUND

The *Local Government Act 1993* (the Act), Section 86 specifies that the Council adopt a Rates and Charges Policy. The Act further states that the Council is to review this document every four years. This review will occur within the first year following a Council election.

A desk top review would also normally occur as part of the annual budget to consider any changes that may have occurred over the previous 12 months.

DISCUSSION

The Central Coast Council adopts a rating structure to meet the requirements of the Act and to provide relative certainty and continuity for ratepayers.

The rating structure sets out how the Council will determine and collect rates from its community.

The Council's rating structure is an integral part of its Annual Plan and Budget. In formulating the rating structure, the Council considers the impact on key parameters including the Council's Strategic Plan, Long-term Financial Plan, Asset Management Plans and Budget documents.

The Council is required by the Act to take into account the principles referred to in section 86A(1) of the Act; that is:

- (a) Rates constitute taxation for the purpose of local government, rather than a fee for service; and
- (b) The value of rateable land is an indicator of the capacity of the ratepayer in respect of that land to pay rates.

In setting rates, the Council considers the amount of revenue required to fund the delivery of services and activities set out in the Annual Plan and Budget and to meet the goals and objectives of the Council's strategic directions.

In the review of this Policy it was found that the Council's Rate Remissions on Unoccupied Property Policy (27/2009 – 27.01.2009) directly related to this Policy, with the resolution of the Rates Remissions on Unoccupied Property Policy stating:

'That:

- (i) the Council, with effect from 1 July 1995, approve the rating for services on a house and flat in which the flat is a part of the curtilage of the dwelling, as a single tenement upon the production by the owner each year of a statutory declaration to the effect that the flat is not being let and/or used as a single dwelling place separate to the principal dwelling house and that any second power connection has been removed;*
- (ii) such statutory declaration is to be lodged with the Council within the time approved for the granting of discount;*
- (iii) any difficult decision as to whether a rating adjustment is granted is to rest with the Council.'*

The intent of this Council resolution has been incorporated into the Rates and Charges Policy, so that they operate in conjunction and will be reviewed as part of one document rather than independently.

CONSULTATION

No consultation was required in relation to this 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 Rates and Charges Policy dated June 2019.”

The Executive Services Officer reports as follows:

“A copy of the Rates and Charges Policy dated June 2019 having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Council adopt the Rates and Charges Policy dated June 2019 (a copy being appended to and forming part of the minutes).”

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10.12 Review of the Code for Tenders and Contracts (328/2015 – 16.11.2015)

The Director Organisational Services reports as follows:

"PURPOSE

The purpose of this report is to consider a review of the Code for Tenders and Contracts and the Purchasing and Procurement Policy (328/2015 - 16.11.2015) (a copy of the Code is attached to this report).

BACKGROUND

Section 333B of the *Local Government Act 1993* (the Act) provides that the Council is to adopt a Code for Tenders and Contracts. In November 2015, the Council last adopted this Code. The Act further requires Council to review this Code every four (4) years.

The Act in conjunction with Regulation 28 of the *Local Government (General) Regulations 2015* provide the principles of the Code to ensure good governance, best practice and wherever possible support of local business.

DISCUSSION

Besides the Code, the Council also has a Purchasing and Procurement Policy. As both documents have considerable overlap, to create efficiency the two documents have been amalgamated. The document will still be known as the Code for Tenders and Contracts. By creating one document it also eliminates the risk of the two documents being contradictory.

The new document continues with its focus on good governance and best practice while also supporting local business.

Overall there was very little change to the content of the finished document as there had been little or no change. Most changes related to housekeeping and the amalgamation of the two documents.

The Council continues to utilise the figure of \$100,000 as the baseline for calling tenders even though the limit under the Regulations is \$250,000. This ensures that safeguards such as the Tender Evaluation Panel are maintained to ensure fairness and probity.

CONSULTATION

Consultation was conducted with the Infrastructure Services department, who are the main officers dealing with tenders and contracts, and the Senior Leadership Team.

RESOURCE, FINANCIAL AND RISK IMPACTS

The implementation of the Code 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.
- Strengthen local–regional connections.

CONCLUSION

It is recommended that the Council adopt the Code for Tenders and Contracts.”

The Executive Services Officer reports as follows:

“A copy of the Code for Tenders and Contracts dated May 2019 having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Code for Tenders and Contracts dated May 2019 (a copy being appended to and forming part of the minutes) be adopted by the Council.”

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10.13 Writing off bad debts– rates on various properties

The Director Organisational Services reports as follows:

“PURPOSE

The purpose of this report is for the Council to approve the writing off of bad debts, which are rates that were levied on several properties.

BACKGROUND

At the end of 2017, the Council commenced the process to recover outstanding rates from 10 properties. These outstanding rates related to periods well in excess of the legislated three years.

Following the legislative process there were four properties which then went to public auction on 21 June 2018 and were sold. The funds received from these properties were applied to debts which were levied against the properties, including rates, and the balance is now held in trust.

There were a number of properties which were too small to dispose of individually, and they existed mainly due to errors made at past property changeovers. In accordance with the *Local Government Act 1993*, the Council offered these properties to adjoining landowners for a nominal cost.

Certificate of Title Volume 215329 Folio 1 - Wilmot Road, Forth -

This property commenced being rated separately in 2001 following an audit of the property database which identified that the Title remained in the name of RW & SJ Davis. The property was rated from this time and a rate notice sent to the address as listed in the Title. The rate notice was returned each year.

Physically this property is part of the adjoining property with no fences delineating the two. The driveway to the business on site (veterinary practice) passes through the area. In speaking to the owner of the practice he was unaware of any separate block existing.

The size of the land is 121m² so it has no value or use as an independent lot.

Certificate of Title Volume 204935 Folio 1 - Kindred Road, Kindred -

This property commenced being rated separately since 2011 following an audit of the property base. The previous owner of the surrounding land had been paying the rates for this property although it was not in his name. The property sold in 2012. As this property was not in the vendor's name, the Title could not be transferred to the purchaser. The purchaser was aware that the land was not transferred. From 2013-2018 the rates were not paid. The rate notices were sent to the registered owner but were returned.

Physically this property is surrounded by the adjoining property. Part of the dwelling in the adjoining property has been constructed on this land. The dwelling was built around the period of 1930s - 1940s.

The size of the land is 7,309m² but due to its shape and because it is zoned Rural, it has no value or use as an independent lot.

Certificate of Title Volume 215480 Folio 1 – South Nietta Road, Nietta –

The property was originally part of an Estate which was sold. At the time of the sale this block was never transferred. It therefore continued to be rated separately from 1996–2018. A rates notice was sent to the last known address of the executors of the will, but they failed to act on the notice.

The adjoining landowner believed that the block was included with their rate notice so was unaware that the transfer had not occurred. Physically the land is used to access their property.

The size of the land is 822m² but due to its zoning it has no value or use as an independent lot.

Certificate of Title Volume 145364 Folio 1 – 21A Ironcliffe Road, Penguin –

This is a slither of land that should have been included into the Body Corporate for the strata subdivision at 23 Ironcliffe Road.

It was identified as a separate lot in 2007 and rates began to apply from then. The rates notice was sent to the person listed on the Title but there was no response.

The size of the land is 23m² so it has no value or use as an independent lot.

Certificate of Title Volume 231762 Folio 1 – South Road, Penguin –

This property was originally part of the surrounding property. When the property was sold this block was not transferred. Rates accumulated since 2005 and there was no response from sending out the notices.

The adjoining landowner believed that the block was included with their rate notice so was unaware that the transfer had not occurred.

The size of the land is 450m² but due to its zoning it has no value or use as an independent lot.

DISCUSSION

Under Section 76(2) of the *Local Government Act 1993*, the General Manager has certified that reasonable attempts were made to recover the debt. Since the properties have now settled and ownership has changed hands, the income derived from the sale will not cover the rates outstanding. With this in mind, it is recommended that the rates on these small individual blocks be written off.

In future, these small blocks will be adhered to the larger existing blocks and it will be rated as a whole.

The amounts to be written off are as follows:

PROPERTY ADDRESS	TITLE DETAILS	AMOUNT \$
Wilmot Road, Forth	Volume 215329 Folio 1	6,167.00
Kindred Road, Kindred	Volume 204935 Folio 1	1,813.00
South Nietta Road, Nietta	Volume 215480 Folio 1	5,400.00
21A Ironcliffe Road, Penguin	Volume 145364 Folio 1	4,278.00
South Road, Penguin	Volume 231762 Folio 1	4,368.00
<i>TOTAL</i>		<i>\$22,026.00</i>

CONSULTATION

No consultation is required for this process

RESOURCE, FINANCIAL AND RISK IMPACTS

There will be a reduction in rates outstanding.

CORPORATE COMPLIANCE

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

Council Sustainability and Governance

- . Improve corporate governance
- . Improve service provision.

CONCLUSION

This report proposes that the following rates be written off:

PROPERTY ADDRESS	TITLE DETAILS	AMOUNT \$
Wilmot Road, Forth	Volume 215329 Folio 1	6,167.00
Kindred Road, Kindred	Volume 204935 Folio 1	1,813.00
South Nietta Road, Nietta	Volume 215480 Folio 1	5,400.00
21A Ironcliffe Road, Penguin	Volume 145364 Folio 1	4,278.00
South Road, Penguin	Volume 231762 Folio 1	4,368.00
<i>TOTAL</i>		<i>\$22,026.00</i>

ORGANISATIONAL SERVICES

The Executive Services Officer reports as follows:

“A suggested resolution is submitted for consideration.”

- “That the Council writes off the following outstanding rates:

PROPERTY ADDRESS	TITLE DETAILS	AMOUNT \$
Wilmot Road, Forth	Volume 215329 Folio 1	6,167.00
Kindred Road, Kindred	Volume 204935 Folio 1	1,813.00
South Nietta Road, Nietta	Volume 215480 Folio 1	5,400.00
21A Ironcliffe Road, Penguin	Volume 145364 Folio 1	4,278.00
South Road, Penguin	Volume 231762 Folio 1	4,368.00
<i>TOTAL</i>		<i>\$22,026.00</i>

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10.14 Contracts and agreements

The Director Organisational Services reports as follows:

“A Schedule of Contracts and Agreements (other than those approved under the common seal) entered into for the period 21 May 2019 to 17 June 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 reports as follows:

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

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

The Director Organisational Services reports as follows:

“A Schedule of Correspondence addressed to the Mayor and Councillors for the period 21 May 2019 to 17 June 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 reports as follows:

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

- “That the Schedule of Correspondence addressed to the Mayor and Councillors (a copy being appended to and forming part of the minutes) be received.”

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10.16 Common seal

The Director Organisational Services reports as follows:

“A Schedule of Documents for Affixing of the Common Seal for the period 21 May 2019 to 17 June 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 reports as follows:

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

ORGANISATIONAL SERVICES

- “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.”

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11 CLOSURE OF MEETING TO THE PUBLIC

11.1 Meeting closed to the public

The Executive Services Officer reports as follows:

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

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

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

Matter	<i>Local Government (Meeting Procedures) Regulations 2015</i> reference
Confirmation of Closed Session Minutes	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
Minutes and notes of other organisations and committees of the Council · Cradle Coast Authority Board-meeting held 16 May 2019 · Cradle Coast Authority Representatives – meeting held 23 May 2019.	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.
General Manager’s performance review	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.

A suggested resolution is submitted for consideration.”

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

Matter	<i>Local Government (Meeting Procedures) Regulations 2015</i> reference
Confirmation of Closed Session Minutes	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
Minutes and notes of other organisations and committees of the Council . Cradle Coast Authority Board-meeting held 16 May 2019 . Cradle Coast Authority Representatives – meeting held 23 May 2019.	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.”
General Manager’s performance review	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.”

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The Executive Services Officer further reports as follows:

- “1 The *Local Government (Meeting Procedures) Regulations 2015* provide in respect of any matter discussed at a closed meeting that the general manager is to record in the minutes of the open meeting, in a manner that protects confidentiality, the fact that the matter was discussed and a brief description of the matter so discussed, and is not to record in the minutes of the open meeting the details of the outcome unless the council determines otherwise.

2 While in a closed meeting, the council is to consider whether any discussions, decisions, reports or documents relating to that closed meeting are to be kept confidential or released to the public, taking into account privacy and confidentiality issues.

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

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

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

Associated Reports And Documents

Minutes of an ordinary meeting of the Development Support Special Committee held in the Council Chamber of the Administration Centre, 19 King Edward Street, Ulverstone on Monday, 8 April 2019 commencing at 6.00pm

Members attendance

Cr Jan Bonde (Mayor)
Cr Cheryl Fuller
Cr Philip Viney

Cr Garry Carpenter
Cr Tony van Rooyen
Ms Sandra Ayton

Members apologies

Nil

Employees attendance

Director Community Services (Mr Cor Vander Vlist)
Land Use Planning Group Leader (Ms Mary-Ann Edwards)
Director Infrastructure Services (Mr John Kersnovski)

Employee apologies

Nil

Public attendance

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

CONFIRMATION OF MINUTES OF THE COMMITTEE

7/2019 Confirmation of minutes

The Director Community Services reported as follows:

“The minutes of the previous meeting of the Development Support Special Committee held on 12 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 van Rooyen moved and Cr Viney seconded, “That the minutes of the previous meeting of the Development Support Special Committee held on 12 March 2019 be confirmed.”

Carried unanimously

MAYOR’S COMMUNICATIONS

8/2019 Mayor’s communications

The Mayor reported as follows:

“Under the terms of appointment of the Development Support Special Committee, it acts in agreed circumstances as if it were the Council and, accordingly, as a planning authority under the *Land Use Planning and Approvals Act 1993*.

Members 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.

In the event that items listed for consideration are referred, under the terms of the Committee’s appointment, to the Council (e.g. any matter the Committee cannot determine unanimously), or if the Committee is unable to make a determination within the relevant statutory time limit, such items will be referred to a meeting of the Council for a decision.”

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

Carried unanimously

DECLARATIONS OF INTEREST

9/2019 Declarations of interest

The Mayor reported as follows:

“Members 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 Director Community Services reported as follows:

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

Members 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 member 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.

ADJOURNMENT OF MEETING

10/2019 Adjournment of meeting

The Mayor reported as follows:

“In order to effectively consider the reports before this meeting of the Committee it is appropriate that I adjourn the meeting to enable the related documents to be workshopped prior to resumption of the meeting and formal resolution of the agenda items.”

The workshop commenced at 6.00pm. The workshop having been concluded, the Mayor resumed the meeting at 6.07pm.

DEPUTATIONS

11/2019 Deputations

The Director Community Services reported as follows:

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

OPEN REPORTS

12/2019 **Residential (dwelling) – variation to front and rear boundary setback standards and outside required building envelope at 79 Trevor Street, Ulverstone – Application No. DA2018213**

The Director Community Services reported as follows:

“The Town Planner has prepared the following report:

<i>DEVELOPMENT APPLICATION NO.:</i>	DA2018213
<i>PROPOSAL:</i>	Residential (dwelling) – variation to front and rear boundary setback standards and outside required building envelope
<i>APPLICANT:</i>	PDA Surveyors
<i>LOCATION:</i>	79 Trevor Street, Ulverstone
<i>ZONE:</i>	General Residential
<i>PLANNING INSTRUMENT:</i>	<i>Central Coast Interim Planning Scheme 2013</i> (the Scheme)
<i>ADVERTISED:</i>	27 February 2019
<i>REPRESENTATIONS EXPIRY DATE:</i>	14 March 2019
<i>REPRESENTATIONS RECEIVED:</i>	Three
<i>42-DAY EXPIRY DATE:</i>	4 April 2019
<i>EXTENSION OF TIME DATE:</i>	15 April 2019
<i>DECISION DUE:</i>	8 April 2019

PURPOSE

The purpose of this report is to consider an application to construct a split-level dwelling on General Residential land known as 79 Trevor Street, Ulverstone and described in CT176403/1.

Accompanying the report are the following documents:

- . Annexure 1 – location plan;
- . Annexure 2 – application documentation;
- . Annexure 3 – representations;
- . Annexure 4 – photographs; and
- . Annexure 5 – Diagram 10.4.2A.

BACKGROUND

Development description -

The development would result in a split-level dwelling on vacant General Residential land.

The ground level comprises a porch and entry, bedroom, study, bathroom, open plan kitchen/meals/family room, north facing timber deck and an attached double garage. The double garage encompasses a laundry and store room.

The proposal includes an upper level master bedroom with an ensuite and dressing room and a family room. This level would be above the proposed ground level double garage and family room.

Minimal cut and retaining wall structures would be required to facilitate the construction of the dwelling.

Site description and surrounding area -

The 511m² allotment is a reasonably small General Residential zoned parcel of land located along Trevor Street. The subject site is situated slightly higher than adjoining northern properties, with an old night cart lane located along the site's western boundary.

The land has some development constraints, given the smaller lot size, however, is not impeded by any easements on the site.

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

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

History -

The subject site was created in late 2018 under subdivision DA217140.

DISCUSSION

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

General Residential

CLAUSE	COMMENT
10.3.1 Discretionary Permit Use	
<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 is Permitted.</p>
10.3.2 Impact of Use	
<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>Use is residential.</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>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>10.4.1 Residential density for multiple dwellings</p>	
<p>10.4.1–(A1) Multiple dwellings must have a site area per dwelling of not less than:</p> <p>(a) 325m²; 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. Not an application for multiple dwellings.</p>
<p>10.4.2 Setbacks and building envelope for all dwellings</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 primary frontage, of any existing dwelling on the site; or</p>	<p>(a) Compliant. Dwelling which includes an attached garage would be setback 5.3m from the primary frontage (Trevor Street).</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>(b) if the frontage is not a primary frontage, at least 3.0m, or, if the setback from the frontage is less than 3.0m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site; or</p> <p>(c) if for a vacant site with existing dwellings on adjoining sites on the same street, not more than the greater, or less than the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or</p> <p>(d) if the development is on land that abuts a road specified in Table 10.4.2, at least that specified for the road.</p>	
<p>10.4.2-(A2) A garage or carport must have a setback from a primary frontage of at least:</p> <p>(a) 5.5m, or alternatively 1.0m behind the façade of the dwelling; or</p> <p>(b) the same as the dwelling façade, if a portion of the dwelling gross floor area is located above the garage or carport; or</p> <p>(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>(a) Non-compliant. Garage would be setback 5.3m from the primary frontage (Trevor Street). Refer to “Issues” section of this report.</p> <p>(b) Not applicable. Addressed by (a).</p> <p>(c) Not applicable. Addressed 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>(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>(a)(i) Compliant. Dwelling which includes an attached garage would be contained within required frontage setback.</p> <p>(a)(ii) Non-compliant. Due to the proposed split-level design, the dwelling would be outside the required building envelope. Furthermore, the proposed north facing deck would be setback 1.9m from the rear boundary.</p> <p>Refer to “Issues” section of this report.</p> <p>(b)(i) Not applicable. Satisfied by (b).</p> <p>(b)(ii) Compliant.</p>
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<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>10.4.3 Site coverage and private open space for all dwellings</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 60.0m² associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(c) a site area of which at least 25% of the site area is free from impervious surfaces.</p>	<p>(a) Compliant. Site coverage of proposed development would be approximately 31%.</p> <p>(b) Not applicable. No multiple dwelling development proposed.</p> <p>(c) Compliant. Area free from impervious surfaces would be approximately 37%.</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) 24.0m²; or</p> <p>(ii) 12.0m², if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m</p>	<p>(a)(i) Compliant. The dwelling would have ample open space area exceeding 24m².</p> <p>(a)(ii) Not applicable. Not a multiple dwelling.</p> <p>(b)(i) Compliant. Private open space area would have a horizontal dimension of approximately 21 m.</p> <p>(b)(ii) Not applicable. Satisfied by (b)(i).</p>

<p>above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(b) has a minimum horizontal dimension of:</p> <p>(i) 4.0m; or</p> <p>(ii) 2.0m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(c) is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and</p> <p>(d) is not located to the south, south-east or south-west of the dwelling, unless the area receives at least three hours 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>(c) Compliant. Private open space (deck) would be directly accessible from a habitable room, being the family room located on the ground level of the proposed dwelling.</p> <p>(d) Compliant. Private open space areas are primarily to the north and north-east of the dwelling.</p> <p>(e) Compliant. Private open space is not located between the dwelling and the primary frontage.</p> <p>(f) Compliant. Deck is flat.</p> <p>(g) Compliant. Private open space areas are clear of vehicle access and parking areas.</p>
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10.4.4 Sunlight and overshadowing for all dwellings	
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).	Compliant. Habitable rooms face north.
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): (a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4B): (i) at a distance of 3.0m from the window; and (ii) vertically to a height of 3.0m above natural ground level and then at an angle of 45 degrees from the horizontal. (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.	Not applicable. Not multiple dwelling development.

<p>(c) That part, of a multiple dwelling, consisting of:</p> <ul style="list-style-type: none"> (i) an outbuilding with a building height no more than 2.4m; or (ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6m horizontally from the multiple dwelling. 	
<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> <ul style="list-style-type: none"> (a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4C): <ul style="list-style-type: none"> (i) at a distance of 3.0m from the northern edge of the private open space; and (ii) vertically to a height of 3.0m above natural ground level and then at an angle of 45 degrees from the horizontal. (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>Not applicable.</p> <p>Not multiple dwelling development.</p>

<p>(c) That part, of a multiple dwelling, consisting of:</p> <ul style="list-style-type: none"> (i) an outbuilding with a building height no more than 2.4m; or (ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6m from the multiple dwelling. 	
<p>10.4.5 Width of openings for garages and carports for all dwellings</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. Proposed garage would have an opening facing Trevor Street (primary frontage) of 4.8m.</p>
<p>10.4.6 Privacy for all dwellings</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. The proposed deck would be 900mm above natural ground level.</p> <p>Both the plans and supporting planning report attest to this measurement.</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>(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: 40px;">(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: 40px;">(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 style="padding-left: 40px;">(i) is to have a setback of at least 3.0m from a side boundary; and</p>	<p>(a)(i) Not applicable. Satisfied by (b)(i).</p> <p>(a)(ii) Compliant. The proposed master bedroom window would be setback 5m from the rear boundary.</p> <p>(a)(iii) Not applicable. Not a multiple dwelling.</p> <p>(a)(iv) Not applicable. Not a multiple dwelling.</p>

<ul style="list-style-type: none"> (ii) is to have a setback of at least 4.0m from a rear boundary; and (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 (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>(b) The window or glazed door:</p> <ul style="list-style-type: none"> (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 (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 (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>(b)(i) Compliant. The proposed dwelling would have a habitable window greater than 1m above natural ground level. The proposed dwelling would be setback 2m from the western side boundary with a master bedroom window located along this western elevation.</p> <p>The proposed window would be separated from the adjoining western property (2 Scurrah Street) by approximately 16m, with two outbuildings located between the proposed dwelling and the existing dwelling at 2 Scurrah Street.</p> <p>The proposed window would also be separated from the adjoining north-western property (4 Scurrah Street) by approximately 11m.</p> <p>Therefore, the window along the western elevation of the proposed dwelling would be off-set greater than 1.5m from any adjoining dwelling's window or glazed door to a habitable room.</p> <p>(b)(ii) Not applicable. Satisfied by (b)(i).</p> <p>(b)(iii) Not applicable. Satisfied by (b)(i).</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>No shared driveway or parking spaces.</p>
<p>10.4.7 Frontage fences for all dwellings</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>(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> <p>Condition will be included on the Permit in relation to front fence requirements.</p>

10.4.8 Waste storage for multiple dwellings	
<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 1.5m² 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>Not multiple dwelling development.</p>
10.4.9 Suitability of a site or lot for use or development	
<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 330m² 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>(a) Compliant. Site area is 511m².</p> <p>(b)(i) Non-compliant. The dwelling would not satisfy the rear setback standard and would be outside the required building envelope. This discretion is addressed above under Clause 10.4.2-(A3) and is addressed below in the Issues section (No. 2).</p>

<ul style="list-style-type: none"> (i) clear of any applicable setback from a frontage, side or rear boundary; (ii) clear of any applicable setback from a zone boundary; (iii) clear of any registered easement; (iv) clear of any registered right of way benefiting other land; (v) clear of any restriction imposed by a Utility; (vi) not including an access strip; (vii) accessible from a frontage or access strip; and (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>Refer to “Issues” section of this report.</p> <ul style="list-style-type: none"> (b)(ii) Not applicable. No zone boundary. (b)(iii) Not applicable. No registered easement. (b)(iv) Not applicable. No registered right of way. (b)(v) Not applicable. No restriction imposed by a Utility. (b)(vi) Compliant. Development would be clear of access strip. (b)(vii) Compliant. Land is accessible from Trevor Street. (b)(viii) Not applicable. Not a new residential lot.
<p>10.4.9–(A2) A site or each lot on a subdivision plan must have a separate access from a road –</p> <ul style="list-style-type: none"> (a) across a frontage over which no other land has a right of access; and (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 	<ul style="list-style-type: none"> (a) Compliant. Existing access and frontage to Trevor Street. (b) Not applicable. Satisfied by (a). (c)(i) Not applicable. Satisfied by (a). (c)(ii) Not applicable. Satisfied by (a).

<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>(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>(d)(i) Compliant. Width of primary frontage is 25.19m.</p> <p>(d)(ii) Not applicable. Not multiple dwelling or non-residential development.</p> <p>(e) Compliant. Site has existing legal access to Trevor Street.</p>
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<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. The site is connected to the reticulated water system.</p>
<p>10.4.9–(A4) A site or each lot on a plan of subdivision must be capable of draining and disposing of sewage and wastewater to a sewage system provided in accordance with the <i>Water and Sewerage Industry Act 2008</i>.</p>	<p>Compliant. The site is connected to the reticulated sewerage system.</p>
<p>10.4.9–(A5) A site or each lot on a plan of subdivision must be capable of draining and disposing of stormwater to a stormwater system provided in accordance with the <i>Urban Drainage Act 2013</i>.</p>	<p>Compliant. The site is connected to the reticulated stormwater system.</p>
<p>10.4.10 Dwelling density for single dwelling development</p>	
<p>10.4.10–(A1) (a) The site area per dwelling for a single dwelling must – (i) be not less than 325m².</p>	<p>(a)(i) Compliant. Site area is 511m².</p>
<p>10.4.11 Development other than a single or multiple dwelling.</p>	
<p>10.4.11.1 Location and configuration of development</p>	
<p>10.4.11.1–(A1) The wall of a building must be set back from a frontage –</p>	<p>Not applicable.</p>

<ul style="list-style-type: none"> (a) not less than 4.5m from a primary frontage; and (b) not less than 3.0m from any secondary frontage; or (c) not less than and not more than the setbacks for any existing building on adjoining sites; (d) not less than for any building retained on the site; (e) in accordance with any building area shown on a sealed plan; or (f) not less than 50.0m if the site abuts the Bass Highway. 	<p>Proposed development is residential.</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"> (a) the applicable frontage setback; (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; (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>Not applicable.</p> <p>Proposed development is residential.</p>

<ul style="list-style-type: none"> (i) not less than 1.5m from each side boundary; or (ii) less than 1.5m from a side boundary if – <ul style="list-style-type: none"> a. built against an existing wall of an adjoining building; or b. the wall or walls – <ul style="list-style-type: none"> i. have the lesser of a total length of 9.0m or one-third of the boundary with the adjoining land; ii. there is no door or window in the wall of the building; and 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. (d) in accordance with any building envelope shown on a sealed plan of subdivision. 	
<p>10.4.11.1 –(A3) Site coverage must:</p> <ul style="list-style-type: none"> (a) not be more than 50%; or 	<p>Not applicable.</p> <p>Proposed development is residential.</p>

<p>(b) not be more than any building area shown on a sealed plan.</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. Proposed development is residential.</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. Proposed development is residential.</p>
<p>10.4.11.2 Visual and acoustic privacy for residential development</p>	
<p>10.4.11.2–(A1) A door or window to a habitable room or any part of a balcony, deck, roof garden, parking space or carport of a building must:</p> <p>(a) if the finished floor level is more than 1.0m above natural ground level:</p> <p style="padding-left: 40px;">(i) be not less than 6.0m from any door, window, balcony, deck, or roof garden in a dwelling on the same site;</p>	<p>Not applicable. Proposed development is residential.</p>

<ul style="list-style-type: none">(ii) be not less than 3.0m from a side boundary;(iii) be not less than 4.0m from a rear boundary; and(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>(b) if less than the setbacks in clause A1(a):</p> <ul style="list-style-type: none">(i) be off-set by not less than 1.5m from the edge of any door or window of another dwelling;(ii) have a window sill height of not less than 1.8m above floor level;(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(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.	
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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. Proposed development is residential.</p>
<p>10.4.11.3 Frontage fences</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. Proposed development is residential.</p>
<p>10.4.12 Setback of development for sensitive use</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. Site does not adjoin a zone boundary.</p> <p>(b) Not applicable. Site does not adjoin a 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 277m from the Bass Highway.</p> <p>(b) Compliant. Development would be approximately 750m 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>10.4.13 Subdivision</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>No subdivision proposed.</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>No subdivision proposed.</p>

10.4.14 Reticulation of an electricity supply to new lots on a plan of subdivision	
10.4.14–(A1) Electricity reticulation and site connections must be installed underground.	Not applicable. No subdivision proposed.
CODES	
E1 Bushfire-Prone Areas Code	Not applicable. Not a subdivision, hazardous or vulnerable use.
E2 Airport Impact Management Code	Not applicable. No Code in the Scheme.
E3 Clearing and Conversion of Vegetation Code	Not applicable. No clearing or conversion of vegetation.
E4 Change in Ground Level Code	Not applicable. Some cut and retaining wall structures are proposed to facilitate the development of the proposed dwelling. Both the plans and supporting report show that the proposed cut and retaining wall structures satisfy exemption E4.4.1(b)(ii) of this Code.
E5 Local Heritage Code	Not applicable. No Local Heritage Code in the Scheme.
E6 Hazard Management Code	Not applicable. Not within a hazard mapped area.
E7 Sign Code	Not applicable. No signage proposed.
E8 Telecommunication Code	Not applicable. No telecommunications proposed.

E9 Traffic Generating Use and Parking Code	
E9.2 Application of this Code	Code applies to all development.
E9.4 Use or development exempt from this Code	Not exempt. No Local Area Parking Scheme applies to the site.
E9.5 Use Standards	
E9.5.1 Provision for parking	
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. Development comprises an attached two car garage.
E9.5.2 Provision for loading and unloading of vehicles	
E9.5.2-(A1) There must be provision within a site for: (a) on-site loading area in accordance with the requirement in the Table to this Code; and (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.	Not applicable for the development of a single dwelling.

E9.6 Development Standards	
E9.6.2 Design of vehicle parking and loading areas	
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>	Not applicable for the development of a single dwelling.

<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>E10 Water and Waterways Code</p>	<p>Not applicable. Site is approximately 1.1km from a watercourse.</p>
<p>Specific Area Plans</p>	<p>No Specific Area Plans apply to this location.</p>

Issues –

1 Setback of garage to the front boundary –

The Scheme's Acceptable Solution 10.4.2–(A2) requires that a garage or carport must have a setback from a primary frontage of at least 5.5m.

The proposed attached garage would be setback 5.3m from the primary frontage. This proposed setback means that the proposal does not comply with the setback requirement by 200mm. The proposal therefore seeks a variation to this standard.

Performance Criteria 10.4.2–(P2) requires that a garage or carport must have a setback from a primary frontage that is compatible with the existing garages or carports in the street, taking into account any topographical constraints.

There are several garages and carports located within the 5.5m frontage setback along Trevor Street. The adjoining western property has a carport located approximately 1.5m from Trevor Street. It is not considered that the proposed location of the attached garage would be dissimilar to the existing development pattern of garages and carports along Trevor Street.

2 Outside required building envelope – rear boundary and height standard –

The Scheme's Acceptable Solution 10.4.2–(A3) requires that a dwelling must be contained within a building envelope (refer to Annexure 5). This includes that the dwelling be setback 4m from the rear boundary.

The proposed north facing deck would be setback 1.9m from the rear boundary. The proposed split-level design of the dwelling means that the dwelling would protrude outside the standard building envelope. The proposal therefore seeks a variation to this standard.

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

- (a) not cause unreasonable loss of amenity by
 - (i) reduction of sunlight to a habitable room of a dwelling on an adjoining lot; or

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- (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 development site adjoins three properties, being 2 Scurrah Street, 4 Scurrah Street and 81 Trevor Street. Due to the north facing orientation of the subject site, potential overshadow could occur onto 2 Scurrah Street, being the western adjoining site.

Shadow plans were provided as part of the application (refer to Annexure 2, Drawing No. 18-02096).

Shadow plans indicate that on June 21 some shadow would be cast onto 2 Scurrah Street. The shadow from the proposed dwelling would mainly cast over 2 Scurrah Street's carport and driveway access at 9am. However, by 11am no shadow would be cast onto 2 Scurrah Street.

No shadow would be cast onto 4 Scurrah Street or 81 Trevor Street.

The proposed dwelling would not cause an unreasonable loss of amenity by reduction of sunlight to a habitable room of a dwelling on an adjoining lot or overshadowing the private open space of a dwelling on an adjoining lot. Therefore, the proposed development on the subject site can satisfy 10.4.2-(P3)(i) and (iii). Clause 10.4.2-(P3)(iii) is not applicable as the development site does not adjoin a vacant lot.

Visual Impact –

The split-level dwelling is proposed on a small vacant residential allotment, being 79 Trevor Street. This is a newly subdivided lot and is the only vacant allotment within the subject site's immediate area.

Any development on a vacant allotment in a built-up area would be clearly viewed from adjoining properties. The test for this Performance

Criteria is whether the visual impacts caused by the apparent scale, bulk or proportions of the dwelling, when viewed from an adjoining lot, would not cause an unreasonable loss of amenity.

As mentioned, the development site adjoins three properties, being 2 Scurrah Street, 4 Scurrah Street and 81 Trevor Street.

The proposed dwelling at 79 Trevor Street would be separated by approximately 16m to 2 Scurrah Street, approximately 14m to 4 Scurrah Street and approximately 29m to 81 Trevor Street.

There are two outbuildings between the proposed dwelling and the dwelling at 2 Scurrah Street. This would assist to reduce any negative impacts between both properties.

There are several reasons why it is considered the proposed dwelling would not cause an unreasonable loss of amenity for 4 Scurrah Street. These include the separation between the two dwellings, the spilt-level design of the proposed dwelling, the position of the dwelling at 4 Scurrah Street (being on the western side of the allotment) and ample area for private open space.

In terms of scale, 81 Trevor Street and 83 Trevor Street are both two-storey dwellings and are built into the slope of the land. The two-storey level part for both mentioned dwellings are located along the western elevation. This would be comparable to the proposed dwelling at 79 Trevor Street.

Pattern of Separation –

The pattern of separation between residential buildings would not be materially different to other urban residential development approved in this area. Dwellings and associated outbuildings in the area are constructed to achieve maximum site coverage. The proposed dwelling would not be disparate from the established pattern of development in the Ulverstone urban area.

Referral advice –

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

SERVICE	COMMENTS/CONDITIONS
Environmental Health	No comment.
Infrastructure Services	No issues with the proposal as no changes are proposed to the existing crossover.
TasWater	Referral not required.
Department of State Growth	Referral not required.
Environment Protection Authority	Referral not required.
TasRail	Referral not required.
Heritage Tasmania	Referral not required.
Crown Land Services	Referral not required.
Other	Referral not required.

CONSULTATION

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

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

Representation -

Three representations were received within the prescribed time, a copy of each representation is provided at Annexure 3.

The representations are summarised and responded to as follows:

MATTER RAISED	RESPONSE
REPRESENTATION 1	
<p>1 Loss of privacy to 4 Scurrah Street from proposed dwelling and deck</p>	<p>The test for privacy when assessing development for dwellings in the General Residential zone is primarily under Clause 10.4.6 of the Scheme.</p> <p>As discussed in the table above, the proposed dwelling at 79 Trevor Street satisfies the Acceptable Solution for privacy stipulated in the Scheme.</p> <p>Clause 10.4.6-(A1) states that if a deck is 1m above natural ground level and closer than 4m to a rear boundary (boundary that adjoins 4 Scurrah Street) then a privacy screen of up to 1.7m would be required.</p> <p>The deck would be 900mm above the natural ground level and would be 1.9m from the northern rear boundary. As the deck would be 900mm above natural ground level and not 1m above natural ground level, the test for privacy has been complied with.</p> <p>Furthermore, Clause 10.4.6-(A2) states that a window to a habitable room of a dwelling that has a floor level more than 1m above natural ground level must satisfy particular standards to comply with the acceptable solution privacy standards (refer to assessment table above).</p>

	<p>The dwelling would have a master bedroom (habitable room) window that would be 1m above natural ground level.</p> <p>The privacy test between the proposed window and 4 Scurrah Street is the distance between the window in relation to the rear boundary. Clause 10.4.6–(A2)(ii) states that the window is to have a setback of at least 4m from a rear boundary.</p> <p>The window would be setback 5m from the rear boundary. The privacy test for the window has been complied with under the Scheme.</p>
<p>2 Height of proposed dwelling</p>	<p>The proposed height of the dwelling would be 6.6m at the highest point. This point would be setback 5m from the rear boundary (common boundary with 4 Scurrah Street).</p> <p>The height of the dwelling is considered a discretion and has been addressed in the “Issues” section above.</p> <p>The proposed dwelling would not be dissimilar to dwellings located at 81 and 83 Trevor Street. These dwellings are two-storey and built into the slope of the land. The two-storey level part for both mentioned dwellings are located along the western elevation. This would be comparable to the proposed dwelling at 79 Trevor Street.</p>

	<p>The height of the proposed dwelling at 79 Trevor Street is considered compatible with the existing height pattern along Trevor Street.</p>
<p>3 Lack of consultation between neighbours before lodgement of application</p>	<p>The application was placed on public notification between 27 February 2019 and 14 March 2019 in accordance with section 57 of the <i>Land Use Planning and Approvals Act 1993</i>.</p> <p>Consultation between neighbours independent to the legislative requirements for public notification by the Council is not a matter for the Planning Authority.</p>
<p>REPRESENTATION 2</p>	
<p>1 Loss of privacy to 4 Scurrah Street from proposed dwelling and deck</p>	<p>Refer to comments made in Point 1 for Representation 1.</p> <p>The Acceptable Solution for privacy standards stipulated in the Scheme have been satisfied.</p>
<p>2 Height and overall size of proposed dwelling</p>	<p>Refer to comments made in Point 2 for Representation 1.</p> <p>Furthermore, the proposed design of the dwelling, being split-level, assists to reduce the bulk of the proposed dwelling when viewed from adjoining properties.</p> <p>The application has satisfied the Performance Criteria in relation to height standards as stipulated in the Scheme (refer to the "Issues" section).</p>

<p>3 Will hinder any future potential development for 4 Scurrah Street</p>	<p>This is not a planning matter. Any future development for 4 Scurrah Street would be assessed against the applicable requirements of the Scheme at the time of lodgement.</p> <p>The proposed development at 79 Trevor Street has demonstrated compliance with the Scheme's Acceptable Solutions and where compliance cannot be satisfied, the application has demonstrated compliance with the Scheme's relevant Performance Criteria.</p>
<p>REPRESENTATION 3</p>	
<p>1 Loss of privacy to 4 Scurrah Street from proposed dwelling and deck</p>	<p>Refer to comments made in Point 1 for Representation 1.</p> <p>Privacy standards have been satisfied.</p>
<p>2 Height and overall size of proposed dwelling</p>	<p>Refer to comments made in Point 2 for Representation 1.</p>
<p>3 Concern regarding potential impact to an internal retaining wall at 4 Scurrah Street</p>	<p>As per photos provided in the representation, the internal retaining wall does not appear to be right on the boundary between 4 Scurrah Street and 79 Trevor Street.</p> <p>The proposed bulk of the dwelling would be setback 5m from the common boundary.</p> <p>It is not considered that the location of the proposed dwelling would impact on the internal retaining wall. It would be anticipated that the retaining wall</p>

	located at 4 Scurrah Street was engineer designed which should safeguard the stability of the wall.
4 Fruit tree on boundary between 79 Trevor Street and 4 Scurrah Street	This is not a planning matter. This is a matter between the occupants of 4 Scurrah Street and 79 Trevor Street.

RESOURCE, FINANCIAL AND RISK IMPACTS

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

CORPORATE COMPLIANCE

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

The Environment and Sustainable Infrastructure

- Develop and manage sustainable built infrastructure.

CONCLUSION

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

The variation to the front and rear setbacks and the height of the dwelling would not result in a negative impact on the amenity of adjoining land.

The matter of privacy has been satisfied by the design of the proposed dwelling.

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 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 (dwelling) – variation to front and rear boundary setback standards and outside required building envelope at 79 Trevor Street, Ulverstone be approved subject to the following conditions and notes:

- 1 The development must be substantially in accordance with the plans by Harvan Design Building Designers, Job No. 18–02096, Issue No. E, Sheet Nos. 1, 2a, 2, 3, 4, 5, 6, 7, 9, 10 and 13 dated 20 February 2019.
- 2 Stormwater, including from vehicle parking and manoeuvring areas, must be collected, drained and disposed of to an approved stormwater system.
- 3 The deck must be no higher than 900mm above natural ground level.

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 Fencing to the frontage of the property to a height of 1.2m is "exempt" and does not require planning approval. Front fencing that is 30% transparent above 1.2m, to a maximum height of 1.8m, requires that the fence be assessed for compliance and a "No Permit Required" Certificate be issued by the Planning Authority.
 - 5 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 report is supported."

The Director Community Services reports as follows:

"A copy of the Annexures referred to in the Town Planner's report have been circulated to all Councillors."

■ "Cr Carpenter moved and Cr Viney seconded, "That the application for Residential (dwelling) – variation to front and rear boundary setback standards and outside required building envelope at 79 Trevor Street, Ulverstone be approved subject to the following conditions and notes:

- 1 The development must be substantially in accordance with the plans by Harvan Design Building Designers, Job No. 18-02096, Issue No. E, Sheet Nos. 1, 2a, 2, 3, 4, 5, 6, 7, 9, 10 and 13 dated 20 February 2019.
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- 5 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

Closure

There being no further business, the Mayor declared the meeting closed at 6.08pm.

CONFIRMED THIS DAY OF , 2019.

Chairperson

(cvv:km)

Appendices

Nil

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 these Development Support Special Committee 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
- (ii) that copies of advice received from an appropriately qualified or experienced professional have been provided to the Development Support Special Committee members.



Sandra Ayton
GENERAL MANAGER

Central Coast Community Safety Partnership Committee

Minutes of a meeting held in the Central Coast Council Chamber,
19 King Edward Street, Ulverstone

Thursday, 2 May 2019 – Commencing at 10.00am

PRESENT

Cr Jan Bonde (Mayor – CCC); **Sandra Ayton** (General Manager – CCC); **Melissa Budgeon** (Community Wellbeing Officer – CCC); **Paul Breden** (Engineering Group Leader CCC); **Glen Lutwyche** (Principal Ulverstone Secondary College [USC] Schools Representative); **Sgt Brett Saarinen** (Tasmania Police); **Yolande Vandenberg** (CCCCI); **Kathryn Robinson** (Housing Choices Tasmania Ltd) and **Robert McKenzie** (Central Coast Community Shed).

1 WELCOME

Mayor Jan Bonde welcomed everyone to the meeting.

2 APOLOGIES

Cr Cheryl Fuller (Councillor – CCC); **John Deacon** (Central Coast Community Shed); **Simon Douglas** (Ulverstone Community House); **Barry Issac** (Turners Beach/Leith Neighbourhood Watch); **Garth Johnston** (Penguin Neighbourhood; Watch); **Sgt Kim Turale** (Tasmania Police); **Inspector Shane Le Fevre** (Tasmania Police – Ulverstone) and **Julie Milnes** (Health Promotion Coordinator [Mersey] DHHS).

3 MINUTES OF PREVIOUS MEETING

Glen Lutwyche asked if there was any update on the issue regarding a caravan parked on the roadside with the power cord being connected to a residence. The power cable goes across the nature stripe.

Action: Sandra will confirm with Corporate Services if this matter has been investigated.

■ Melissa Budgeon moved, and Sgt Brett Saarinen seconded, “That the minutes from the meeting held on Wednesday, 27 February 2019 be confirmed”.

Carried

4 MATTERS ARISING FROM PREVIOUS MEETING

a *Analysis of the parking study* – Paul Breden advised the meeting that it will be ongoing as there is a large amount of data to be analysed. The Council is looking at occupancy rates, overstays, all day parking in all car parks and comparisons will be made with previous analyses to see what changes there has been. This will assist the Council to make an informative decision on car parking spaces in the CBD.

The line marking has been carried out in the new car parks. North Reibey Street (Woolworth Car Park) is listed for renewal and work should commence soon.

Yolande Vandenberg queried if the Council would hold off on the design of the Woolworths car park until the analysing was done. Paul advised the meeting that the designing of the Woolworths car park should continue.

Mention was made of concerns of people speeding in the car parks. The Council would look at ways to change people behaviour, car parks are shared zones. The Council's electronic sign board trailer could be used to get the message out.

Action: Paul will look at placing the electronic sign board trailer in the car parks to remind people to slow down and that the area is a shared zone.

Concern was raised over cars overstaying the time limit in front of the Health Food Shop at the bottom end of Reibey Street, Ulverstone.

Action: Sandra to discuss this issue with Corporate Services.

b PowerPoint presentation from James Todd

Action: Melissa Budgeon will follow up on obtaining the PowerPoint presentation from James Todd and it will be circulated to the committee members.

c Smoke Free CBD – Sandra has passed onto Tasmania Police the information they requested from the February meeting regarding Smoke Free CBD regulations.

d Improve public lighting – Paul advised that there is a 10-year program for public lighting, and nothing has been placed in this years or next year's program.

The last survey that was run by the Council through this committee indicated a concern of a lack of lighting in some of Council's public parks. The area from Ottos Grotto, where there is an avenue of trees before the exercise equipment is a major concern.

Action: Paul will discuss with Greg Osborne the high-risk area from Bicentennial Park to the Ulverstone Sound Shell.

e Review the Committee Charter – Sandra and Melissa reviewed the current Charter and discussed updates have been made. The committee discussed if the range of community representation on this committee was adequate.

It was suggested that disability services should have representation on the committee. Robert McKenzie will approach a person who has just joined the Community Shed and see if he would be interested to attend the next meeting.

The meeting discussed inviting different services to attend meetings relevant to specific Agenda items at the time.

It was suggested that perhaps the Council should look at having representation on the Disability Advisory Council. This would assist the Council to make informative decisions regarding disability access in the municipality.

Send draft Charter to Sgt Brett Saarinen to confirm the correct name for the Police Division.

- f *Peoples Literacy Skills* – Julie Milne followed up with Simon Douglas from Ulverstone Neighbourhood House regarding information/handouts that are available regarding literacy. Simon indicated the booklet Sandra was referring to is not yet printed (they did print a few for the launch but have none of those left). Simon is hopeful that the booklet will be available for the next meeting.

Mayor Jan Bonde asked if anyone knew of a quick reference guide to emergency numbers that people can access.

Action: Melissa is to look at what is already available in the way of fridge magnets or a sheet that could be handed out.

Sgt Brett Saarinen advise the police have a magnet with a community safety message that is given out.

5 COMMUNITY SAFETY ACTION PLAN 2017–2022

6.1 Action Report updates (attached)

Melissa reported on the Community Safety Action Plan

Think You Know session – The West Ulverstone Primary School ran a session and six parents attended.

Committee Charter Update – Currently being updated.

Guest speak – Alison Wishaw from New Mornings, to talk about the mentoring program which is offered in the Central Coast.

Aurora street lights – Aurora lights that are out, the process is if you report the light being out to Aurora you are required to have the pole number.

6 REPRESENTATIVE REPORTS

6.1 Crime Report

Sargent Kim Turale

Council and Tasmania Police are dealing with current issues regarding a member of our community. Tasmania Police, the Council and Crown Land Services are also looking at issues regarding damage to Crown Land at 29 Beach Road.

Issue at Anzac Day services – Whilst attended the dawn service in Penguin a couple of cars went through. A report has been done and will look at placing more signage and put in place roadblocks whilst the services are on.

Over the Easter holiday break Tasmania Police were actively running roadside alcohol and drug testing stations.

There were a number of police involved with court duty which effect the number of officers that were able to be sent out to attend other incidents in the Municipality.

There has been a spike in mental health incidents, several people have been referred to Spencer Clinic and this detracts police from doing other duties in the community.

CCTV in the Community – The committee discussed what programs are around for the community to hook into on the running of CCTV e.g. how to use them, where best to place them and the benefits of owning one.

Council to look at running a community forum on what to consider when purchasing and using CCTV. Invite people from the schools and Chamber of Commerce. This could include a Crime prevention forum and the use of CCTV.

Action: Council to investigate holding a forum and invite people to attend.

Family violence still ongoing issue in the area.

Dingy was stolen off the beach at Penguin, however not reported to police until three days later. The sooner it is reported the sooner the police can act. It was suggested to run a Facebook post on contacting the police as soon as possible regarding any incidents. E.g. Please report incidents as soon as possible by phoning crime stoppers.

Produce a yearly calendar with reminders to put out Facebook posts such as, e.g. Aurora lights out, parking, hide it lock it or lose it and driving with your lights on. Build some message so we have consistent messages go out.

Cycle of improvement, what's needed in the community.

Action: Bring back list next meeting. Linking to emergency management.

6.2 Chamber of Commerce Report **Yolande Vandenburg**

Yolande raised concerns from the Central Coast Chamber of Commerce, of thieves targeting business in the CBD re shop lifting. The CCTV that is located at face height has helped to catch the perpetrators in local IGA in Alexandra Road assisting Tasmania Police. Yolande will take this information back to the store owners. The meeting discussed ways of providing owners some guidance and training on the use of CCTV and the benefits. A suggestion was to check with Woolworths and Coles and see how they would deal with this type of situation.

6.3 Primary Health Report **Julie Milnes**

Nil.

6.4 Education (all schools) Report **Glen Lutwyche**

Penguin District School has registered for the Walk Safe to School Program.

Principal of Ulverstone Primary has raised concerns regarding the traffic that is coming from Simplot in relation to parents picking up and dropping off their children at school. It was suggested that the Council look at assessing the traffic in the area and come up with suggested outcomes to prevent any problems that maybe occurring.

The James Street area which fronts onto the Ulverstone Secondary College has become a bit of a bottle neck around drop off and pickup times in school hours with parents parking cars in the area and school buses trying to manoeuvre around the vehicles. Suggestion that parking be one side of the street only.

Action: Paul Breaden and Glen Berry to discuss some solutions.

The bus exchange in Wongi Lane in the CBD, nothing happening regarding the school bus timetables until the beginning of next year.

Glenn Lutwyche has had a conversation with the group Head Space to access the Ulverstone Secondary College, Clock Campus after hours. It is hoped that more providers will use this space to increase after hours use.

Ben O'Toole has asked the schools if they are interested in running sessions on the One Punch Program. Glen asked if the Council would consider hosting a community session (Sporting clubs, licensed premises etc.) that would support the work of the committee and the message being sent through the school presentations.

6.5 Ulverstone Neighbourhood House Report **Simon Douglas**

Nil.

6.6 Housing Choices Tasmania (HCT) Report **Kathryn Robinson**

Housing Choices Tasmania since 2016 has awarded 39 scholarships to youth aged 16 to 20 years of age to continue their education. The scholarships are only open to HCT residents' children. We have completed 7 scholarships in West Ulverstone.

Housing Choices Tasmania has also awarded a grant to the Ulverstone Neighbourhood House to obtain a Community Connections Trailer.

We are also building eight units in West Ulverstone.

6.7 Community Housing Report **Tameka Dornauf**

Nil

6.8 Community Reports **Garth Johnston**

Nil

6.9 Central Coast Community Shed **John Deacon**

Robert McKenzie was a proxy for John Deacon and presented a report to the meeting.

The Community Shed is currently reviewing and updating their Charter.

The Community Shed is continuing to run a small curriculum for West Ulverstone Primary School students. A roster has been drawn up for members to run this.

6.10 Council Report **Mayor, Cr Jan Bonde**

Nil

7 GENERAL BUSINESS:

Community Safety Champion Award, Presentation to Sarah Rainbird – Sergeant Brett Saarinen confirmed that Sarah Rainbird was not available to attend the meeting today. An invitation was sent to her via email and she has confirmed her acceptance to attend the meeting to be held on 26 June 2019 to accept her award.

Guest Speaker – An invitation has been sent to Dr Alison Wishaw from New Mornings, a Christian, non-profit, volunteer mental health support service based in Ulverstone, to be guest speaker at the next Community Safety Partnership meeting to be held on 26 June 2019.

8 NEXT MEETING:

The next meeting and time – 26 June 2019 in the Council Chamber, 19 King Edward Street, Ulverstone, commencing at 10.00am.

Closure time 11.55am

Attachment



**CENTRAL COAST
COUNCIL**

CENTRAL COAST COMMUNITY SAFETY PARTNERSHIP COMMITTEE

Cr Jan Bonde
Mayor
Central Coast Council

Inspector
Central West Division

CENTRAL COAST COMMUNITY SAFETY PARTNERSHIP COMMITTEE CHARTER

Background:

In order to address both the reality and perception of crime and public order issues the Council established a committee comprising members of the Central Coast Council, Tasmania Police and other government agencies as well as representatives of various community groups offering an ideal model to address these issues in the Central Coast municipal area. Through consultation and committee input a Community Safety Action Plan has been developed. The committee is guided by the actions of the Community Safety Action Plan.

Community Safety Action Plan:

The aim of Central Coast Community Safety Action Plan is to provide a framework through which issues of community safety can be addressed in a coordinated way. It is a tool to guide decision-making and to encourage community ownership and broad participation.

Role of the Committee:

The Central Coast Community Safety Partnerships Committee is a community advisory Group of the Council that is made up of representatives from organisations as well as individuals representing their respective community, whom actively support the development of community safety initiatives. The committee proactively informs and endorses the Plan as a purposeful document, and as an important component in assisting the community to be vibrant and safe.

The Plan, under the guidance and responsibility of the Committee seeks to:

- . Inspire and strengthen community participation in aspects of safety;
- . Encourage a sense of connection, trust and confidence in community;
- . Promote community leadership through local initiative of community safety;
- . Direct appropriate resources and programs to identified areas of need; and
- . Support the effectiveness of policing operations and emergency services.

Structure of the Committee:

In order to ensure the flexibility required for the success of the committee it is necessary to ensure that representatives of Council and government agencies are at a sufficient level within their respective organisations to make decisions or at least to commit their organisation to exploring possible solutions and their implementation.

Tasmania Police will be represented by the Divisional Inspector, Central West Division (which incorporates the local government area of Central Coast) and the Officer in Charge of the Ulverstone Police Station (who has day to day responsibility for the delivery of policing services within the Central Coast municipal area).

The Mayor of Central Coast chairs the committee meetings and in his/her absence that responsibility is undertaken by the General Manager.

The Central Coast Council has supported an additional Councillor to be represented on the Committee, along with an officer from the Community Services department of the Council whom is responsible for the development and implementation of the Community Safety Action Plan.

Other government organisations and non-government organisation that are currently on the committee include:

- Housing Choices (Housing Tasmania);
- Department of State Growth
- Department of Education (Youth and employment issues) and
- Tasmanian Health Services (Community Health).
- Central Coast Chamber of Commerce and Industry;
- Ulverstone Neighbourhood House;
- Central Coast Community Shed;
- Neighbourhood Watch;
- Non-government education providers;
- Community Representatives.

Council representatives on the committee are:

- Mayor (Chair);
- General Manager;
- Cr Liaison;
- Infrastructure Services
- Community Development Services.

This list of representatives should be reviewed by the committee on a bi-annual basis.

Formal invitations for any new members will be sent to the respective organisation outlining the role of the committee and its functions. The level of representative within their respective organisation will be a matter for discussion and agreement with each of those organisations.

The meetings of the committee are formally minuted, with members required to report back against planned actions. The minutes will provide to members of the Central Coast Community Safety Partnership Committee and the Council with information and updates on the outcomes of the Community safety action plan. The agenda will include reports from Tasmania Police, Community Safety Action Plan, Council update and each community organisation that is represented on the committee.

Turners Beach Community Representatives Committee

Minutes of the meeting held in the Turners Beach Hall

Thursday, 23 May 2019 commencing at 4.00pm

1 PRESENT

Community Representatives: Andrew Leary, Elaine Eiler, Tim Horniblow, Waine Whitbread and Barry Isaac.

Central Coast Council (CCC) Representatives: Sandra Ayton (General Manager), Jackie Merchant (Community Development Officer), John Kersnovski (Director Infrastructure Services) and Cor Vander Vlist (Director Community Services)

2 APOLOGIES

Susan Spinks, Rod Priestley and Robert Best

3 MINUTES OF PREVIOUS MEETING

Barry Isaac moved, and Elaine Eiler seconded, "That the minutes for the meeting held on 28 February 2019 be confirmed.

Carried

4 MATTERS ARISING FROM PREVIOUS MINUTES

a Railway bridge and shared pathway

Council is waiting on a report on the railway bridge piers at Leith. Should the report come back as positive then Council is ready to progress on the bridge and Shared Pathway. The Council remains committed to the Shared Pathway.

b Turners Beach Hall Precinct Toilets

Council advised that there are currently no plans to build further toilets in the precinct, and that there are no plans currently to review or change the Council Policy on number of toilets and distances between such facilities. A discussion was held on the possibility of further signage for users and visitors as to the location of the current toilets to ensure wayfinding and locations are easily identified.

5 MATTERS FOR CONSIDERATION

5.1 COUNCIL UPDATE

- a **Service Station** – The Council is continuing to work with the receivers to try and arrange for the sale of the property to recover unpaid rates etc. It is hoped that this matter will be finalized in August 2019.

5.2 COMMUNITY UPDATE

a **Waine Whitbread**

Trimming of boardwalk green growth at the Caravan Park – No work has been done yet to trim the grass and foliage which has overgrown the boardwalk.

Speeding on the Esplanade – Speeding is an ongoing issue with buses on this stretch of road. Sandra requested that a note be taken of the bus company and the Council would speak to the company directly. Overall speeding has become a greater issue again now that the football season has kicked off, and no speed checks have yet been done on the Esplanade traffic.

Cape Ivy – Cape Ivy is an ongoing problem, and there was some debate about best practice for removal, and who was responsible for different areas of the beach, dunes and park lease areas (Crown, Lions or the Council).

ACTION: The Council to enquire on best practice for control or removal of Cape Ivy.

Community library – Unfortunately no application for a Council Community Small Grant was received for the little library for Turners Beach.

ACTION: Jackie Merchant will continue discussions with Susan Spinks to find other ways of hopefully sourcing a little library for/from the community.

b **Andrew Leary**

Community Garden – Andrew wondered if some feedback could be sought from the Community Garden Group about the future of the group, as there seemed to be a declining level of participation in the garden.

ACTION: The Council to contact the Community Garden Group and discuss the future of the group.

c **Rod Priestley**

Toilets for the precinct – Rod Priestley requested that the toilets for the precinct remain an ongoing item.

Painting of white lines – Painting of the lines on the Shared Pathway appears to have been done in some areas but not others.

d Elaine Eiler

Proposed emergency exit as part of the shared pathway – Council is exploring the possibility of an extra access underneath the railway bridge.

Dead Tree requiring removal – the tree in front of the house at 29 Esplanade needs to be removed as it is dead, and in danger of coming down.

ACTION: The Council to assess and take action.

e Tim Horniblow

Rusting Wire – The rusting wire at Albert Street pathway still hasn't been addressed.

Vehicles on the beach – There have been instances lately of vehicles on the beach, which is detrimental to shingle and to bird life. John Kersnovski mentioned the beach ramp is to be upgraded and MAST can be asked to consider signage onto the beach reminding the community that there are no vehicles allowed.

ACTION: Contact MAST and ask if they would consider placing signage onto the beach reminding the community that there are no vehicles allowed on the beach.

Erosion bags – Are there any plans to extend the sand-bag program? John Kersnovski explained the sand-bags are no longer considered best practice and that the Council is looking at all its beach and waterway projects to ensure that works undertaken going forward have longer than a 10 year life, which is all that is currently able to be anticipated for the sand-bags.

Petrol Station – see item 5.1a

6 OTHER BUSINESS

Tim Horniblow extended his thanks to Cor Vander Vlist for his participation and contribution to the Turners Beach Community Group and the broader Turners Beach community during his years at Council, and on behalf of all, wished him a happy retirement.

7 NEXT MEETING

As there was no further business to discuss, the meeting closed at 4.45pm. The next meeting of the Committee will be held on Thursday, 22 August 2019 at 4.00pm in the Turners Beach Hall.

REPRESENTATIVES MEETING

23 May 2019



KEY POINTS

2019-20 Annual Plan and Budget

The CCA Representatives endorsed the 2019-20 Annual Plan and Budget.

Appointment of Chairman of the Board

The CCA Representatives extended the term of current Board Chairman, Mr Sid Sidebottom, for a further two years and noted the invaluable leadership and support that he has brought to the CCA.

CEO Report for Councillors

CCA CEO recently circulated the CEO's report to all elected members and will continue to do so prior to each Representatives' meeting.

KEY ACTION

1. CCA CEO to contact Minister Jeremy Rockliff and relay concerns from the CCA Representatives, that a signed funding deed has not yet been received from the State Government for the Coastal Pathway, and confirm that the \$4.4M promised by the State, is for the Latrobe to Sulphur Creek section and will not be repurposed to address erosion issues west of Burnie.

Date: 23 May 2019
Time: 10:00
Location: 1-3 Spring Street, Burnie

1. MEETING OPEN

Chief Representative and meeting Chair, Mayor Jan Bonde, opened the meeting at 10:06 am, welcoming attendees.

Attendees and apologies are noted at Attachment 1.

2. STANDING ITEMS

2.1. Declarations

Nil

2.2. Confirmation of Previous Minutes

Minutes of the 28 February 2019 Representatives Meeting were provided at Agenda Item 2.2.

Chief Representative Bonde noted that the CCA received a response from Minister Jeremy Rockliff in relation to the Bass Highway.

RESOLUTION

The Representatives ENDORSED the minutes from the meeting held 28 February 2019.

Moved: Mayor Quilliam / Seconded: Deputy Mayor Jarman / CARRIED

Action

1. EA to circulate the correspondence from Minister Rockliff with the minutes.

2.3. Activity Register

CCA CEO advised that he recently met with The Advocate's Editor, Mr Luke Sayer regarding the removal of the Coast to Coast section in the newspaper. Mr Sayer advised that he will prepare a proposal for councils to consider for better inclusion in the newspaper, however that information has not yet been received.

CCA CEO advised that The Cultivate Group provided a report recently to the CCA Board. The Board did not see any issues with the contract. The Cultivate Group are currently preparing a progress report to share with the Representatives.

Action

1. EA to circulate the update from The Cultivate Group, once received, with the minutes.

Representatives NOTED the Activity Register.

3. CRADLE COAST AUTHORITY UPDATE

3.1. CCA CEO Report

A briefing note was provided at Agenda Item 3.1.

CCA CEO recently circulated the CEO's report directly to all elected members.

Coastal Pathway

Representatives raised the issue that the CCA have not yet received a signed funding deed from the State Government for the Coastal Pathway and noted that the process is taking a long time to progress.

Representatives agreed that a map outlining where the Coastal Pathway will be constructed, and the status of the construction would be a useful tool for the community.

UPC Renewables

Central Coast Council raised that some ratepayers are concerned about the visual and health impacts of the transmission lines around Nietta / Gunns Plains.

RTO Situation

Chief Representative Bonde advised that the Transition Committee has concluded, and the Tourism Chair position is scheduled to be advertised next week.

RESOLUTION

The Representatives NOTED the CEO's Report.

Moved: Mayor Freshney / Seconded: Mayor Wilson / CARRIED

Action

1. CCA CEO to contact Minister Jeremy Rockliff and relay concerns from the CCA Representatives, that a signed funding deed has not yet been received from the State Government for the Coastal Pathway and confirm that the \$4.8M promised by the State, is for the Latrobe to Sulphur Creek section and will not be repurposed to address erosion issues west of Burnie.
2. CCA to include a map in the communications plan for the Coastal Pathway for the community.

3.2. Financial Statements

A briefing note was presented at Agenda Item 3.2.

CCA CEO advised that he plans to progress a dashboard approach for financial reporting to ensure the report captures a good level of explanation and understanding.

RESOLUTION

The Representatives NOTED the Financial Report.

Moved: Mayor Quilliam / Seconded: Mayor Freshney / CARRIED

4. FOR DECISION

4.1. CCA Board Appointments

A briefing note was presented at Agenda Item 4.1.

RESOLUTIONS

That the Representatives:

1. Confirm the re-appointment of Mr Sid Sidebottom as Chairman for a further period of two (2) years;
2. Noting the current confusion around Board appointment terms, request the Board to provide a recommendation to the next Representatives' Meeting, of the appropriate term for all current Board Members, considering best practice;
3. The Chief Representative is to convene a selection panel as required, each panel must include one CCA Director, one CCA Representative and one independent member with relevant expertise, as well as the CEO, who will not be involved in scoring or voting but will advise; and
4. Deputy Chief Representative Freshney is appointed as the Representative on the REDSG selection panel.

Moved: Mayor Quilliam / Mr Gerald Monson / CARRIED

Mr Sidebottom left the meeting during the discussion around appointing the Board Chairperson.

CCA Representatives congratulated Mr Sidebottom on his reappointment and noted that he has added invaluable leadership and support to the CCA.

Action

1. EA to request a copy of Dulverton Waste Management's Rules to explore how incoming and outgoing Director terms are set.

4.2. 2019-20 Annual Plan and Budget

CCA CEO presented the 2019-20 Annual Plan and Budget.

RESOLUTION

The Representatives ENDORSED the 2019-20 Annual Plan and Budget.

Moved: Mayor Freshney / Seconded: Deputy Mayor Thwaites / CARRIED

5. GENERAL BUSINESS

Nil

6. MEETING CLOSE

Meeting closed at 1:25 pm.

The next meeting will be held on Thursday 23 August 2019 at the Cradle Coast Authority offices.

Unconfirmed

Attachment 1: Attendees, Observers and Apologies

Representatives

Councillor Steve Kons	Mayor, Burnie City Council
Councillor Alwyn Boyd	Proxy for Deputy Mayor, Burnie City Council
Councillor Jan Bonde	Mayor Central Coast Council (Chief Representative)
Ms Sandra Ayton	General Manager, Central Coast Council
Councillor Daryl Quilliam	Mayor, Circular Head Council
Mr Paul West	General Manager, Devonport City Council
Councillor Alison Jarman	Deputy Mayor, Devonport City Council
Councillor Tim Wilson	Mayor, Kentish Council
Councillor Don Thwaites	Deputy Mayor, Kentish Council
Councillor Julie Arnold	Mayor, King Island Council (via video conference)
Councillor Peter Freshney	Mayor, Latrobe Council (Deputy Chief Representative)
Mr Gerald Monson	General Manager, Latrobe Council
Mr Shane Crawford	General Manager, Waratah-Wynyard Council
Mr David Midson	General Manager, West Coast Council (via teleconference)

Cradle Coast Authority

Mr Sid Sidebottom	Chairperson
Mayor Phil Vickers	Director
Mr Andrew Wardlaw	Director
Ms Kathy Schaefer	Director
Mr Peter Voller	Director
Mayor Annette Rockliff	Director
Mr Daryl Connelly	Industry Development Manager, A/Regional Tourism Manager
Ms Lauren Clarke	Executive Assistant, Meeting Secretariat

Apologies

Councillor Giovanna Simpson	Deputy Mayor, Burnie City Council
Ms Kate Mauric	Acting General Manager, King Island Council
Councillor Shane Pitt	Deputy Mayor, West Coast Council
Mr Scott Riley	General Manager, Circular Head Council
Councillor Robby Walsh	Mayor, Waratah-Wynyard Council
Mr Malcolm Wells	CCA Director



CENTRAL COAST
COUNCIL



Ulverstone
SECONDARY COLLEGE



Central Coast
Youth Engaged Steering Committee
Minutes of a meeting held at
Central Coast Council
Held at Central Coast Council,
19 King Edward Street, Ulverstone
Thursday, 30 May 2019 at 9.15am

Doc ID: 325045

PRESENT:

Cr Philip Viney (Councillor/Accountant/Ulverstone Lions Club); **Melissa Budgeon** (Community Wellbeing Officer – Central Coast Council [CCC]); **Jackie Merchants** (Minute taker – Central Coast Council [CCC]); **Mathew Grining** (Principal PDS); **Millie Porter, Jordan Maine and Ella Atkinson** (Student Reps – PDS); **Glen Lutwyche** (Principal – USC); **Alec Turale and Sarah McCauley** (Student Reps – USC); **Glenn Mace** (Principal – LCS); **Eloise Piper** (Student Reps – LCS); **Yolande Vandenberg** (Central Coast Chamber of Commerce and Industry [CCCCI]); **Natalie Winchcombe** (Teacher – NWCS); **Emily Archer and Emily Carter** (Students Reps. – NWCS); **Aaron Meldrum** (Beacon Foundation, Collective Ed. USC) and **Shaun Conkie** (Collective Ed/Ulverstone Secondary College).

1 WELCOME

Cr Viney chaired the meeting and welcomed everyone and declared the meeting opened at 9.20am.

2 APOLOGIES

Sandra Ayton (General Manager Central Coast Council [CCC]); **Mel Blake** (Community Engaged Coordinator – ASC); **Michael Walsh** (Leven Training Centre) **Jonas Moore** (Student Reps – LCS); and **Chantelle Knaap** (Student Reps – USC).

5 MINUTES OF THE PREVIOUS MEETING

Yolande Vandenberg moved, and Glenn Mace seconded, “That the Minutes of the previous meeting held on 28 March 2019 be confirmed”

Carried



CENTRAL COAST COUNCIL

Administration Centre: 19 King Edward Street, Ulverstone – PO Box 220, Ulverstone Tas. 7315
DX 70506 Ulverstone – admin@centcoast.tas.gov.au – Tel. (03) 6429 8900 – Fax (03) 6425 1224

6 MATTERS FOR DISCUSSION FROM PREVIOUS MEETING

6.1 *Article for Central Coast Voice*

Yolande Vandenberg advised that reports are still to be done. Glen Lutwyche suggests other means such as Facebook and social media, and video footage of meetings be used through other channels to promote the Youth Engaged Committee.

6.2 *National Leadership Camp 2019*

Melissa Budgeon reported that a reminder for the National Leadership Camp was forwarded to students on Wednesday. Flights will be booked very soon, and nominations close next week.

7 MEMBERS REPORTS

Penguin District School

- . In term 3, 10 students from Kinmen County Taiwan will be joining us for a three-week exchange. At this stage we are scheduling activities and excursions for their arrival and will likely work alongside Ulverstone Secondary College.
- . Penguin year 9 and 10's students performed exceptionally well at the UTAS Science and Technology Challenge, competing against local schools, placing 1st in some sections and 3rd overall.
- . Science classes have been exploring agronomy through Cows Create Careers – three calves were kindly on loan from the Luck family.
- . The student board have organised a range of lunchtime student activities and Muscular Dystrophy/Cystic Fibrosis fundraisers for term 2. The student board had a leadership/team building day together, with support from players from the NW Tasmania Thunder Basketball team.
- . We have two teachers that have been asked to present at the national Early Years Conference and at a State-wide Forum.
- . Students have commenced eSports competitions competing against school across Australia and New Zealand.
- . Our Primary Cross Country will be held today, and Riana Primary will be joining us for the second time with the intention of this being an additional transition opportunity. Grade 7–10 Cross Country will run next week in a 'Fun Run' style that allows students to give their personal best across grade levels with selections for Interhigh.
- . School winter sports have commenced with primary and secondary netball teams, secondary football and primary soccer teams underway.

- . Our Prep-6 classes are involved in 'Dancefever' for the first time. This provides 10 weeks of dance lessons with instructors that then culminates in a community performance
- . We now have a school sedan and 23-seater bus which has opened up opportunities for us to take school programs into the community.
- . The Penguin Railway redevelopment is completed. Local principals met a fortnight ago with the Minister for Education to discuss the year 11 and 12 strategy and were served by a group of barista students.
- . Our Consolidated Site Design is well underway. There will be capacity for 725 students from Kinder to year 12. Our Master Plan should be due for release in the next 4-6 weeks.
- . Students have been volunteering their time this week for the Salvation Army Red Shield Appeal.
- . Barista students have been serving the 'Chat & Choose' craft groups weekly at the Baptist Church.
- . Community Services students have continued their work into the aged care sector with visits to Coroneagh Park.
- . We were well represented by our student board at the ANZAC Day service - with many other students also representing other sporting and service groups
- . Our staff and students that are heading to Vietnam catered a sold-out Asian Flavours dinner for 100 guests. We are well on track to meet our fundraising target for materials to build a home for a local family in Sapa, Vietnam.
- . Prep-6 students enjoyed National Simultaneous Storytime with thousands of other schools. This year's book was Macca the Alpaca. We started the day in our school hall joined by a local alpaca for the story.
- . A student group have been working on enterprise projects - preparing and selling produce to other students.
- . Two Penguin students were joined by a small group of students from around the state on a three-day tall ship voyage on the Windward Bound

Leighland Christian School

APRIL

- . Our Student Leadership Team held a tropical style casual clothes day on the last day of Term 1 which raised \$408.40 for the School's Vanuatu Mission Trip.
- . Excursions and activities included: Primaries hosted their annual Grandparents and Special Friends Day, a special whole school Easter Service was held; our Year 4 class went to the beach to explore the

effect of water erosion; Year 9–12 students attended the Burnie Print Prize at the Burnie Regional Art Gallery; our Year 8s participated in a camp and on the last day of Term our staff and HS students participated in the 'Great Race' which was cancelled at the end of last year due to bad weather.

- In VET/Careers – two of our students travelled to Wangaratta, Victoria in the term break to participate in a workshop as part of their Certificate 2 in Equine Studies. They met up with 37 other students who are also doing this online course.

MAY

- In Sport, our Ulverstone and Burnie Kinder classes are joining together for gymnastics; separate Cross-Country events were held for Primary and High School and Primaries participated in their two-week Learn to Swim program.
- Excursions included: Prep to Year 6 from both campuses travelled to Devonport Christian School to enjoy a Sean W Smith concert; Year 2 went on an excursion to the Tasmanian Arboretum where they planted bulbs and succulents; Year 4, 5/6C and the 11/12 Textiles class went to AGFEST with 1 of our 11/12 girls taking out 1st place in the 13–16 age group and another girl coming third in the 17–21 age group for the AGFEST Agart Wear; The 11/12 Textiles class also travelled to Launceston to see the Marjorie Bligh exhibition and the UTAS Art School; Year 5s from both campuses travelled to Banksia for an overnight camp; Year 9s had a 2-night camp in Hobart; Aspire students travelled to Melbourne for 3 nights; today our 9–12 Art students are on an excursion to the Burnie Art Gallery.
- Activities included: Kinder students hosted a Mother's Day Afternoon Tea; both campuses participated in the National Simultaneous Storytime with the reading of the book 'Alpacas with Maracas'; Year 3, 5, 7 and 9 students participated in the first National online NAPLAN testing; a group of Year 9 and 10 students participated in the Science and Engineering Challenge in Burnie, competing against 4 other schools in the area; approximately 60 students and teachers worked tirelessly to present a wonderful night of all Australian entertainment. It was called the 'Thou Arts Night' and featured Music, Dance, Art, Fashion and Drama. It was very well attended and a tremendous success.
- The Student Leadership team held a fundraising initiative for the Vanuatu Mission trip which involved families donating money to go into a draw to win items that were donated by members of the community. The main draw was a load of firewood which members

of the Mission Trip chopped and split themselves. This activity raised \$952.65.

The Student Leadership Team also ran a 'Zealous Girls' night for Year 7 and 8 girls. This was an initiative they came up with last year, and after its success, they decided to run it again this year. The aim of the night is to spend time building relationships between younger and older students in a positive and safe environment. A variety of activities and games were organised and it was another very successful night.

- In VET and Careers: our Year 10s participated in their first Careers Session for the year in the lead up to their Work Experience program in Term 3; Year 10–12 students interested in learning about a career in policing had the opportunity to listen to Sargent Simon Clayton & team member Jill of Tas Policy Recruiting when they visited the School; Career and Life Planning and English Applied students participated in a Mock Interview program where they were interviewed by Industry representatives from various local companies; UTAS Student Recruitment delivered an information session for Year 11–12 students; students enrolled in the Cert 3 in Christian Ministry and Theology travelled to Melbourne for a 3 day retreat and tomorrow our Year 9s will travel to the Burnie TAFE for the Creating My Career Session.

North West Christian School

- Four new ovens and stove tops were generously donated by a parent for the home–economics room.
- Our year nine and ten students participated in RYDA at Camp Clayton.
- Naplan tests.
- The Strings group performed at Wynyard Seventh Day Adventist Church last Saturday.
- We had a hot potato fundraiser for the students at school as well as a Lamington drive to help cover some of the costs for the students visiting Hong Kong later this year.
- High school students visited AGFEST.
- The outdoor education classes have started a Kayaking unit which includes trips to the Forth and Leven river.

- . We had our annual school photo day for both primary and high school.
- . Representatives from our school took part in the Anzac Day Memorial Service at Penguin.
- . Play group had a visit from a wombat called Pippa.
- . A Silent Auction is going to be happening on the 29th June for our major fundraiser for our trip to Hong Kong.

Ulverstone Secondary College (USC)

MyEducation update:

- . Year 10 survey conducted in term 1, shows the top 5 careers students are interested include:
 - Mechanic (includes Diesel Mechanic and Small Engine Mechanic);
 - Teacher / Teacher Assistant;
 - Health (including Doctor, Nurse, Psychologist, Physiotherapist, Paramedic, Midwife);
 - Electrician / Electrical Engineer;
 - Building and Construction (included: carpenter, joiner, plumber, bricklayer).
- . On 13th May, students from years 10–12 with Pre–Tertiary classes attended the Elevate program. They learned how to plan for the end–of–year exams and what they need to revise through the TASC website.
- . Yesterday, seven students attended the Year 10 Health Careers Practice Skills Day at the Mersey Hospital. Students participated in interactive sessions with students and staff from the University of Tasmania looking at the skills needed to be a health professional.

Packages of Learning/Ignite update:

- . *Advanced Manufacturing* – Every now and then, six Ignite students would head to IMechE Burnie with fourteen Parklands students to build robots to fight/push each other out of the ring. Last term, we went three times: twice at IMechE and once at Parklands itself. This term, the Parklands students will come to Ulverstone. Yesterday, two students, including myself and Mr Lutwyche got interviewed by a guy named Tallen about the program and how it works. We have also started building two robots.

- . *Ignite Update* – The Ignite students have just recently started their passion projects. The students get to really dive in deep to a topic that they are strongly passionate about. They are getting to learn what they want while also discovering and mastering skills that they may need in the future. Some of the students are learning about the stock market and we have someone creating their own political party while others are writing songs and choreographing dances to do with mental health issues.
-

8 GENERAL BUSINESS

Strategic Planning Meeting – A meeting was held at the Gnomon Room and approximately 30 students from years 7–10 met with Mayor, Cr Jan Bonde and the General Manager, Sandra Ayton to discuss six key questions from the Council’s Strategic Plan Review process and provide feedback.

The meeting sought clarification that if timeframes allowed would other schools be interested in going through the same process. Penguin District School were interested and indicated that a session would be positive process, especially if it gave students an idea of the workings of Council and ideas such as governance.

A discussion was held on how to promote the profile of the Youth Engaged Committee to the broader community.

The voice of Young Central Coasters – Shaun Conkie and Aaron Meldrum gave a report and the meeting was provided with additional information. (Attachment 1)

In summary:

- . Clear Horizons will facilitate the workshop.
- . The Youth Engaged Committee could take a leading role – and agreed that it would be a great opportunity.
- . Date is to be Tuesday 18 June.
- . Collective Ed team seeking expressions of support from all four schools in the Central Coast.
- . An email with an outline and questions to be posed to the schools to be forwarded in the coming days.
- . Proposed time is 11.10am – 12.40pm to sit between recess and lunch for year 9/10 students.
- . To be held at the Dial Park function room.
- . Event to be cost neutral by providing transport to Leighlands and to Ulverstone Secondary College.
- . Consent forms will need to be signed, including permissions for video of students being interviewed.
- . Central Coast business will be approached to provide possible mentors.
- . Councilors also be invited to take a role.

- . Proposed 8 students at a table working in two groups of 4 students (150 students in total).

All four schools indicated support for the event.

Youth Space Makeover project – Sandra Ayton had asked the students at a previous meeting to consider ideas for a youth space, or project located in a youth friendly space.

No ideas were forthcoming, however Cr Philip Viney encouraged students to watch out for and get engaged in projects such as 7 Day makeover initiatives.

Feedback had come from the students at the strategic days, that they liked the Connect Café idea and the possible inclusion of a young people’s space at the new cultural precinct.

Glen shared that Ben O’Toole will be coming to the coast. He speaks on the impacts of the ‘One punch’, schools will engage with him and hope to take it to the broader community through other venues and sporting clubs. There is a link to the community safety projects.

Cr Philip Viney reported work has started on the Pump and Jump Park, and as well as the work being done by a construction company, the Lions Club are working on the project with working bees.

9 REVIEW OF MEETING

A review of today’s meeting.

Glen Lutwyche encouraged the importance of the Youth Engaged Committee continuing its focus on education/employment opportunities and pathways for students and young people of the Central Coast. Through the promotion of the work of this group in the broader community, it will also assist in capturing the voices of our young people.

Alex Turale and Aaron Meldrum (Collective Ed) will put together a short clip of the meeting for discussion at the next meeting at Ulverstone Secondary College.

10 NEXT MEETING

The next meeting to be held on Thursday 27 June 2019 at the Ulverstone Secondary College, Leven Street, Ulverstone at 9.15am.

As there was no further business to discuss the meeting concluded at 10.30am.



Doing education **differently.**
A Beacon Initiative

Central Coast Youth Voice Workshop

Tuesday 18 June - Dial Park Function Room, Penguin

This document outlines an *example* methodology for the “Central Coast Youth Voice” workshop that is planned for **Tuesday 18 June** at the *Dial Park Function Room in Penguin*.

We are planning to work with the Youth Engaged Steering Committee to conduct a workshop with approximately 150 Grade 9/10 students from Ulverstone Secondary College, Penguin District School, NW Christian School and Leighlands Christian School to capture the voices of the young people and what we understand about the young people we are aiming to create better outcomes for.

The data that we collect from the workshop will help us to learn more about:

- *What is being learned about young Tasmanians' view on what is helping and hindering their year 12 attainment and meaningful pathways?*
- *What is being learned about the conditions surrounding the complex challenge of year 12 attainment and transition to meaningful pathways?*

The “Central Coast Youth Voice” workshop will be designed and coordinated by consultants from Clear Horizon but will be facilitated by Collective ed. Ulverstone.

Outputs

The output of the “Central Coast Youth Voice” workshop will include:

- **Written report:** analysis of key insights drawing on qualitative and quantitative data. This will be complimented with pictures of the process and a cartoon that summarises the findings. Approximately 4-6 pages, including a large pull-out cartoon illustration.
- **Video:** 5 - 10 minute video communicating the purpose of the “Central Coast Youth Voice” workshop process and findings and the cartoon illustration.

Proposed Methodology

To answer our Key Evaluation Questions, four sub-questions will be asked of the students:

- What do you want to be doing when you are 25?
- What is helping you to achieve this?
- What challenges are you experiencing?
- What challenges do you see ahead?

Example Workshop Agenda

1. Welcome and introductions (10 minutes)
2. Self-reflection (10 minutes)
3. Small group reflection (30 minutes)
4. Sharing and documentation (15 minutes)
5. Wrap up and close (5 minutes)

Part 2: Self-reflection:

- **Persona Maps**
 - Participants will be invited to spend 10 minutes reflecting on their aspirations; what they'll need; what is helping and what is hindering them to achieve their aspirations.

Part 3: Small-group reflection

- **Journey Maps**
 - The journey mapping exercise can be 30 minutes in length, with students encouraged to develop their own roadmap to where they want to be from where they are today. In developing their maps, students will be asked to answer three questions:
 - What is the vision for young Tasmanians? (eg. All young Tasmanians will be...)
 - What is currently helping this vision?
 - What challenges are in the way?

Part 4: Sharing and Documentation

- **Vox Pops**

Participants who wish to share their insights via video recording will be invited to respond to 4 questions. Approximately 5 minutes per participant to answer these questions.

Questions:

- What do you want to be doing when you are 25?
 - (Optional probe question) Why is that important to you?
 - (Optional probe question) What would you need to get there?
- What is helping you to achieve this?
- What challenges are you experiencing?
- What challenges do you see ahead?



**Central Coast Community Shed Management Committee
General Meeting – Minutes of Meeting held at the Community Shed
Monday, 3 June 2019 commencing at 1.05pm**

Doc. ID: 325038

1 PRESENT/APOLOGIES

Present: Rob McKenzie (Chair), Dave Dunn, Kerry Hayes, Len Blair, Merv Gee, Colin Perry, Phil Viney, Len Carr, Russell Game, John Klop, Peggy Smith, Ian Hardstaff and John Deacon.

Coordinator / Administrator: Melissa Budgeon (Central Coast Council)

Apologies: Norm Frampton, Jack Eaton, Lynne Jarvis and Laine Willis.

2 CONFIRMATION OF MINUTES

It was resolved, "That the minutes of the general meeting held on Monday, 6 May 2019 be confirmed as correct."

Carried

3 BUSINESS ARISING FROM MINUTES

Kitchen Area – Electric BBQ purchased and to be installed. Anticipated that the area will be completed prior to the next meeting.

Flooring – Enough paint is left over to refurbish the large equipment area a working bee to be arranged, maybe a Saturday morning when the weather is warmer for drying.

Lathe – Resolved that the new Lathe be purchased. A grant has been received from RACT for \$2,000, the Mens Shed group agreed to finance the outstanding amount.

Defibrillator – Defibrillator refresher course was held with many shed participants being involved. The ladies' group to hold a refresher course in the coming weeks.

FINANCIAL REPORT (as attached)

Colin Perry moved, and Ian Hardstaff seconded, "That the Financial Report be accepted."

Carried

Utilisation – Men's Shed days –525, Tuesday sessions –75 and Coffin Club –28, School group – 18.

4 GENERAL BUSINESS

- . **Shed Safety Update** – A Worksafe Officer was invited to visit the shed. A report received and noted that the shed space comes under the classification of a Hobby Shop, therefore doesn't fit under any formal legislation. The report was tabled at the meeting, this report was provided following the inspection.

Mens group have agreed to initiate monthly toolbox talks. Len Blair held one last Friday on general safety. Determined that a different supervisor will conduct a topic each month.

The Womens Group have also indicated that they would like to do the same.

- . **Safety** – Update the MDSS for the chemicals at the shed.
- . **Coffin Club** – nothing to report.
- . **Ladies Group** – Working on having a stall at the Beyond Blue Health Expo to raise the profile of the group. Going well.
- . **Mentoring** – New Morning program is going well. Students are well into the program.
- . **Mens Shed NW Coast** – A meeting was held at Port Sorrell Men's Shed to discuss ideas and general get together.

5 CLOSURE/NEXT MEETING

As there was no further business to discuss the meeting closed at 1.45pm. The next meeting will be held on 1 July 2019 commencing at 1.30pm, following the AGM that will commence at 1.00pm.

CENTRAL COAST COMMUNITY SHED – FINANCIAL STATEMENT 2018–2019

as at 2nd May 2019

<i>Revenue</i>	<i>Estimates</i>	<i>Actual</i>
	<i>\$</i>	<i>\$</i>
11413.03		
Membership Fees	3,000.00	2,718.64
Groups	1,000.00	909.10
Material Donations	–	–
Project Donations	2,000.00	3,004.13
GST allocation	–	–
	<i>Estimate</i>	
	<i>\$6,000.00</i>	<i>6,631.87</i>

Expenditure

11481		
Aurora – Solar Panels.	–	–
Telstra/Internet	1,000.00	464.65
Office	100.00	–
Testing and tagging	1,200.00	600.00
Petty Cash	850.00	531.02
Training – 1st Aid	400.00	1,380.91
Membership – AMSA, TMSA	150.00	–
Insurance	200.00	191.38
Room Hire	0	–
Repairs and Maintenance	2,000.00	184.82
Safety Equipment	500.00	1,102.96
Project Materials	3,500.00	3,076.30
Water/Sewage	100.00	12.74
Floor Covering	0.00	1,022.73
Concrete	0.00	1,380.40
Kitchen	0.00	3,736.73
Grant – Women’s Shed	100.00	90.91
	<i>Estimate</i>	
	<i>\$10,100.00</i>	<i>\$13,775.55</i>

Central Coast Council
List of Development Applications Determined
Period from: 1 May to 30 May 2019

Application Number Display	Address	DA Type	Proposed use	Application Date	Decision Date	Day determined	Cost of Works
DA2018020	9 Robertsons Road WEST ULVERSTONE,TAS,7315	Discretionary	Residential (subdivision – two lots and dwelling)	10/07/2018	20/05/2019	48	\$180,000.00
DA2018028 – 1	32 Short Street ULVERSTONE,TAS,7315	Minor amendment of a Permit.	Resource processing (brewery with ancillary cellar door)	10/05/2019	28/05/2019	14	\$0.00
DA2018153	2 Patrick Street ULVERSTONE,TAS,7315	Discretionary	Hotel services and Visitor accommodation (bottle shop and visitor accommodation)	15/11/2018	20/05/2019	48	\$980,000.00
DA2018191	18 18a and 20 William Street ULVERSTONE,TAS,7315	Discretionary	Residential (subdivision – reconfiguration of boundaries and multiple dwellings x 10)	21/01/2019	6/05/2019	34	\$1,440,000.00
DA2018207	83 Reibey Street ULVERSTONE,TAS,7315	Discretionary	Business and professional services and General retail and hire (partial demolition and construction of new building and associated signage and car parking)	7/02/2019	10/05/2019	32	\$500,000.00

Central Coast Council
List of Development Applications Determined
Period from: 1 May to 30 May 2019

DA2018232	158 Trevor Street ULVERSTONE,TAS,7315	Discretionary	Residential (outbuilding – shed and retaining walls)	6/03/2019	8/05/2019	34	\$30,000.00
DA2018238	49 King Edward Street ULVERSTONE,TAS,7315	Permitted	Community meeting & entertainment (ramp and landing platform)	12/03/2019	28/05/2019	5	\$10,000.00
DA2018242	CT238291/1 Trevor Street ULVERSTONE,TAS,7315	Discretionary	Residential (subdivision – six lots, road lot and balance land)	15/03/2019	6/05/2019	39	\$50,000.00
DA2018243	23 South Road PENGUIN,TAS,7316	Permitted	Residential (shed and retaining walls)	15/03/2019	8/05/2019	5	\$18,000.00
DA2018256	6 Gaffney Street ULVERSTONE,TAS,7315	Discretionary	Residential (outbuilding – shed) – variation to rear and side boundary setback standards and proximity to a utility	26/03/2019	24/05/2019	25	\$30,927.00
DA2018257	Esplanade TURNERS BEACH,TAS,7315	Discretionary	Pleasure boat facility (public boat ramp)	26/03/2019	6/05/2019	35	\$40,000.00
DA2018260	45 Boyes Street TURNERS BEACH,TAS,7315	Discretionary	Residential (dwelling)	28/03/2019	10/05/2019	30	\$300,000.00
DA2018261	5 Parsons Street ULVERSTONE,TAS,7315	Discretionary	Residential (dwelling extensions)	28/03/2019	21/05/2019	35	\$150,000.00

Central Coast Council
List of Development Applications Determined
Period from: 1 May to 30 May 2019

DA2018270	40 Richard Place ULVERSTONE,TAS,7315	Discretionary	Residential (awning and privacy screen and as constructed deck extension)	8/04/2019	16/05/2019	31	\$2,500.00
DA2018275	41 Esplanade TURNERS BEACH,TAS,7315	Discretionary	Residential (dwelling extension) – variation to building envelope and building height in accordance with Turners Beach Specific Area Plan	15/04/2019	28/05/2019	25	\$130,000.00
DA2018278	10 Hilltop Avenue GAWLER,TAS,7315	Discretionary	Residential (outbuilding – shed)	17/04/2019	16/05/2019	20	\$18,500.00
DA2018279	337 South Road WEST ULVERSTONE,TAS,7315	Discretionary	Residential (dwelling building envelope and outbuilding – shed)	18/04/2019	28/05/2019	22	\$16,800.00
DA2018280	26–30 Trevor Street ULVERSTONE,TAS,7315	Permitted	Storage structure for pipe & tube	18/04/2019	21/05/2019	18	\$10,000.00
DA2018284	49 Saltmarshs Road NORTH MOTTON,TAS,7315	Permitted	Residential (outbuilding – garage)	1/05/2019	20/05/2019	11	\$10,000.00

Central Coast Council
List of Development Applications Determined
Period from: 1 May to 30 May 2019

DA216050-1	Wilmot Road Forth, TAS, 7310	Minor amendment of a Permit.	Subdivision- 2 Lots and Balance - Minor Amendment comprising:-1. Correction of AHD Datum and corresponding recommendations relative to the Final Floor level of habitable buildings.2. Amendment to the provision of Public Open Space. 3. Delete requirement for screen planting	30/10/2018	28/05/2019	46	\$50,000.00
DA217075	1209 Wilmot Road Kindred, TAS, 7310	Discretionary	Residential (non-required dwelling)	26/09/2017	24/05/2019	108	\$0.00

**SCHEDULE OF STATUTORY DETERMINATIONS
MADE UNDER DELEGATION**

Period: 1 May 2019 to 31 May 2019

Building Permits – 11

• New dwellings	6	\$1,925,000
• Additions/Alterations	3	\$445,000
• Other	0	\$0
• Outbuildings	2	\$72,000

Permit of Substantial Compliance – Building – 0

Notifiable Work – Building – 6

• New dwellings	2	\$600,000
• Outbuildings	2	\$42,000
• Additions/Alterations	1	\$17,000
• Other	1	\$60,000

Building Low Risk Work – 0

Plumbing Permits – 2

Certificate of Likely Compliance – Plumbing – 9

Notifiable Work – Plumbing – 0

Plumbing Low Risk Work – 0

Food Business registrations (renewals) – 11

Food Business registrations – 2

Temporary Food Business registrations – 6

Temporary 12 month Statewide Food Business Registrations – 2

Public Health Risk Activity Premises Registration – 0

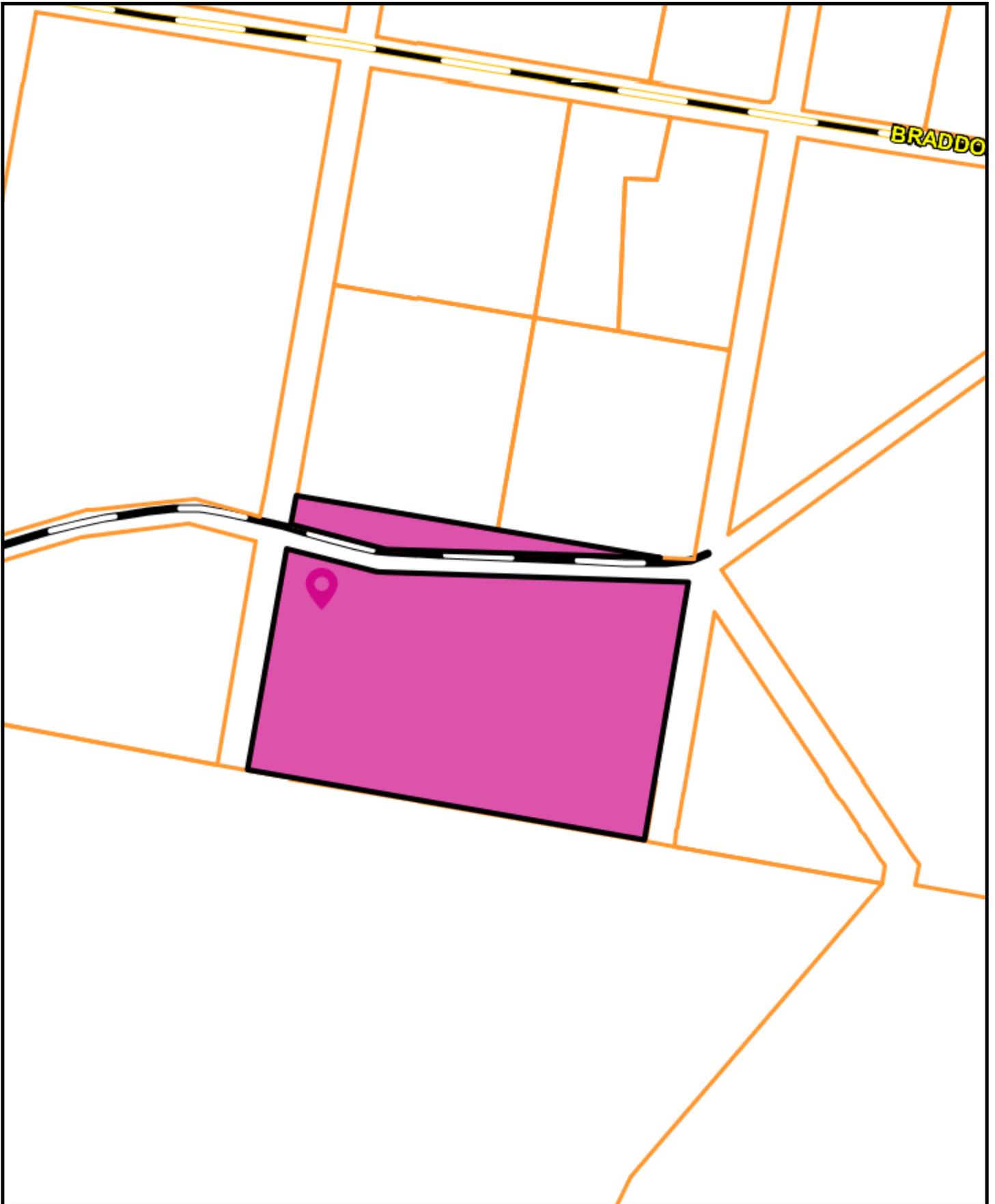
Public Health Risk Activity Operator Licences – 0

Temporary Place of Assembly licences – 0



Sandra Ayton
GENERAL MANAGER

Annexure 1



100 m



**CENTRAL COAST
COUNCIL**

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

Scale = 1 :
3402.000



29-Apr-2019

Important

This map was produced on the GEOCENTRIC DATUM OF AUSTRALIA 1994 (GDA94), which has superseded the Australian Geographic Datum of 1984 (AGD84/84). Heights are referenced to the Australia Height Datum (AHD). For most practical purposes GDA84 coordinates, and satellite derived (GPS) coordinates based on the World Geodetic Datum 1984 (WGS84), are the same.

Disclaimer

This map is not a precise survey document

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**491 FORTH ROAD, FORTH
DA2018251**

Annexure 2

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



Land Use Planning and Approvals Act 1993
Central Coast Interim Planning Scheme 2013
PLANNING PERMIT APPLICATION

Office Use Only

Application No _____

Date Received _____

Zone _____

Fee \$ _____

Permitted

Discretionary

NPR

Use or Development Site:

Site Address 491 FORTH RD, FORTH.

TASMANIA

7310

Certificate of Title Reference 49011 / 1

Land Area 4.249ha

Heritage Listed Property YES NO

Applicant/s

First Name PDA SURVEYORS

Middle Name _____

Surname or Company name P.O. D.S. IVORY

Mobile _____

Postal Address: 63 DON RD

Phone No: 64236875.

DEVONPORT

TAS 7310

Email address: tom.reilly@pda.com.au.

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

First Name DEAN

Middle Name SHANE

Surname IVORY

Phone No 64273355

Postal Address: 491 FORTH RD, FORTH

TASMANIA

7310

Applicants Declaration

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

Signature of Applicant/s  Date 18/03/19

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

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



Department of Primary Industries,
Parks, Water and Environment

GPO Box 1751, Hobart, TAS 7001 Australia
Ph 1300 TAS PARKS / 1300 827 727 Fax 03) 6223 8308
www.parks.tas.gov.au



Enquiries: Kylie Lemijn
Phone: 03 6165 4680
Email: kylie.lemijn@parks.tas.gov.au
Our ref: 258058
Your ref: M457252

16 April 2019

PDA Surveyors
C/-Tom Reilly
63 Don Road
DEVONPORT TAS 7000

Email to: tom.reilly@pda.com.au

Dear Mr Reilly,

**LODGEMENT OF PLANNING APPLICATION
PDA SURVEYORS OBO DEAN IVORY
EXCAVATION, FILL AND RESHAPING
491 FORTH ROAD, FORTH**

This letter, issued pursuant to section 52(1B) of the *Land Use Planning and Approvals Act 1993*, is to confirm that the Crown consents to the making of the enclosed Planning Permit Application, insofar as the proposed development relates to Crown land managed by the Department of Primary Industries, Parks, Water and Environment.

Crown consent is only given to the lodgement of this application. Any variation will require further consent from the Crown.

This letter does not constitute, nor imply, any approval to undertake works, or that any other approvals required under the *Crown Lands Act 1976* have been granted. If planning approval is given for the proposed development, the applicant will be required to obtain separate and distinct consent from the Crown before commencing any works on Crown land.

The Department will continue to assess your client's application to purchase the subject Crown land. Works will only be able to commence in the event the purchase application is successful.

If you need more information regarding the above, please contact the officer nominated at the head of this correspondence.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Jesse Walker".

Jesse Walker
**Team Leader (Unit Manager, Policy and Projects)
Crown Land Services**

SEARCH OF TORRENS TITLE

VOLUME 49011	FOLIO 1
EDITION 2	DATE OF ISSUE 19-Jan-2016

SEARCH DATE : 14-Aug-2018

SEARCH TIME : 04.49 PM

DESCRIPTION OF LAND

City of DEVONPORT

Lot 1 on Diagram 49011

Derivation : Whole of 3A-0R-17Ps., Lots 3, 4 and 5 (Section I.), Lots 1 and 2 (Section M), Lots 1 and 2 (Section U), Lots 3, 4 and 5 (Section H), Part of 8 Acres (Section K and W) Gtd. to J M Dooley and Part of 10A-2R-2Ps. Gtd. to H Lette
Prior CT 2383/37

SCHEDULE 1

M555058 TRANSFER to DEAN SHANE IVORY Registered 19-Jan-2016
at noon

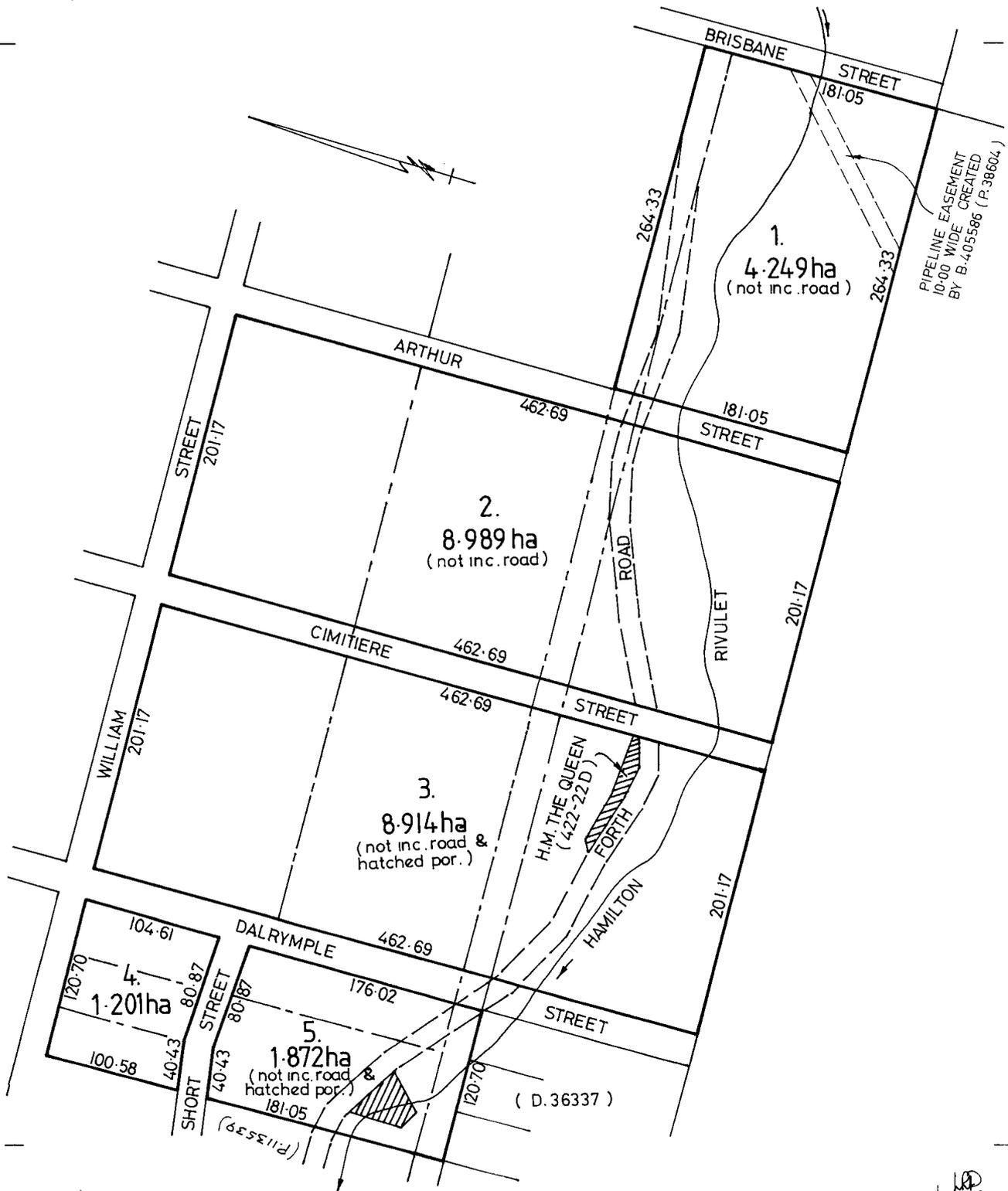
SCHEDULE 2

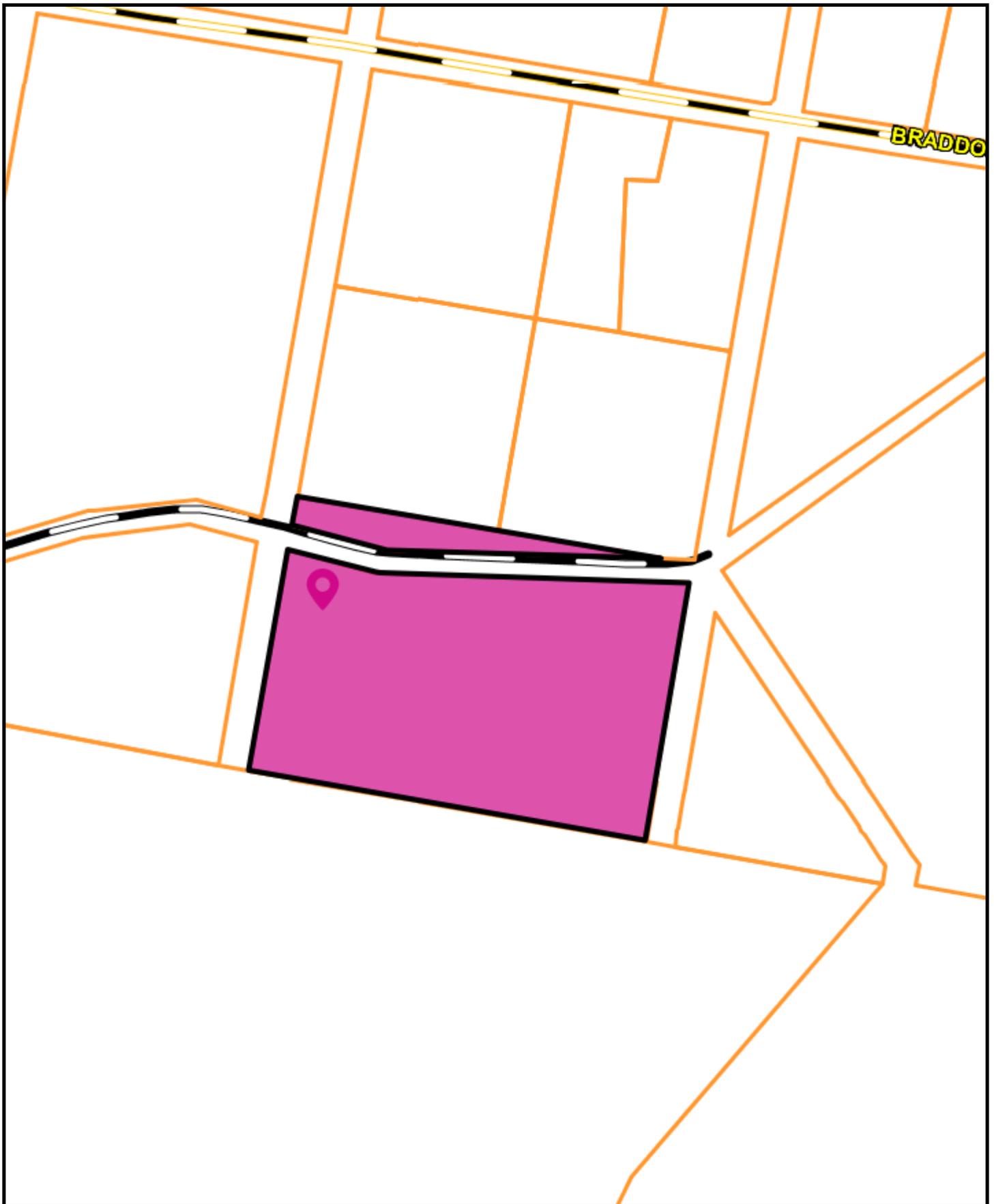
Reservations and conditions in the Crown Grant if any
B405586 BURDENING EASEMENT: A pipeline easement therein
mentioned for The North West Regional Water Authority
over the Pipeline Easement 10.00 wide on Diagram No.
49011

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

Owner:	PLAN OF TITLE of land situated in the CITY: DEVONPORT COMPILED FROM..... SCALE 1: 3000 MEASUREMENTS IN METRES	Registered Number: D49011
Title Reference: C.T. 2383 - 37		Approved.....
Grantee:		Recorder of Titles





100 m



**CENTRAL COAST
COUNCIL**

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

Important

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**491 FORTH ROAD, FORTH
DA2018251**

Scale = 1 :
3402.000



29-Apr-2019

DEVONPORT/BURNIE

A. J. Hudson, B. SURV. (Tas.), M.SSSI. (Director)
A.W. Eberhardt, B. GEOM. (Tas.), M.SSSI (Director)

LAUNCESTON

J.W. Dent, OAM, B. SURV. (Tas.), M.SSSI. (Director)
D. Marszalek, B. SURV. SP. SC. (Tas.), M.SSSI. (Associate)

HOBART

A.M. Peacock, B. APP. SC. (SURV), M.SSSI. (Director)
C.M. Terry, B. SURV. (Tas.), M.SSSI. (Director)
D. Panton, B.E. M.I.E. AUST., C.P.ENG. (Director)
H. Clement, B. SURV. (Tas.), M.SSSI (Director)
M. McQueen, B.E., M.I.E. AUST., C.P.ENG. (Associate)
M.S.G. Denholm, B. GEOM. (Tas.), M.SSSI (Associate)
L.H. Kiely, Ad. Dip. Civil Eng, Cert IV I.T., (Associate)
A. Collins, Ad. Dip. Surv & Map, (Associate)

KINGSTON

A.P. (Lex) McIndoe, B. SURV. (Tas.), M.SSSI. (Director)



PDA Surveyors

Surveying, Engineering & Planning

63 Don Road
Devonport Tasmania, 7310
Phone (03) 6423 6875

ABN 71 217 806 325
Email: pda.dpt@pda.com.au
www.pda.com.au

18 March 2019

Planning Authority
Central Coast Council
19 King Edward Street
ULVERSTONE TAS 7315

Dear Planning Authority,

LANDFILL AT 491 FORTH ROAD, FORTH

I advise that we act for Dean Ivory in this application for permission under s57 of the Land Use Planning and Approvals Act 1993 regarding existing and proposed fill at the above address. Please find attached the following documentation in support of this application:

- Completed Central Coast Council application form.
- Title documents for 49011/1;
- PDA drawing numbers 40312 01-06 (including 5A);
- Fill Stability Assessment by Tasman Geotechnics;
- Environmental Effects Report by ES&D;
- Planning Scheme submission by PDA Surveyors.

The site is located outside the Forth township on a 4.249ha parcel of land in the Rural Resource Zone. It is bisected by Forth Road and the Hamilton Rivulet, which runs east to west to the Forth River. Steep hillsides rise up either side of the rivulet, making the land unsuited to most agricultural endeavours. Along the eastern boundary of the site is a Crown reserved road. The reserved road has been fenced and maintained as part of the subject property for many years. An old dwelling, located adjacent to the Forth and Forthside Road has been a part of the rural environment for many years. The wider area is interspersed with dwellings of this age and type. Introduced and native vegetation is located around the property, particularly the dwelling.

Since 2016, minor amounts of fill material has been introduced to the site in order to provide additional flat areas for the establishment of residential gardens. In early 2018, a large amount of clean fill material (estimated volume 3,128m³) from the Devonport Maternity Hospital site was placed on the site for the same purpose and in order to provide flat areas for keeping of chooks and for outdoor residential recreational and leisure activity.

This application is seeking approval for existing minor excavations on site (estimated volume 426m³), the prior placement of this fill material (estimated volume 3,128m³) and the reshaping of fill material in accordance with appropriate geotechnical advice.

OFFICES ALSO AT:

- | | | | |
|--|----------------|-------------------------------------|----------------|
| • 6 Queen Street, Burnie, 7320 | (03) 6431 4400 | • 127 Bathurst Street, Hobart, 7000 | (03) 6234 3217 |
| • 16 Emu Bay Road, Deloraine, 7304 | (03) 6362 2993 | • 6 Freeman Street, Kingston, 7050 | (03) 6229 2131 |
| • 3/23 Brisbane Street, Launceston, 7250 | (03) 6331 4099 | • 8/16 Main Road, Huonville 7109 | (03) 6264 1277 |

After reshaping and removal of protruding objects such as steel, it is proposed that geotextile fabric be placed above the fill and that 750m³ of clean topsoil be spread out evenly over the bare earth, to a depth of approximately 300mm. Exposed soils would be sown with an appropriate grass cover and appropriately established. Further detail is contained within the application documentation.

The qualified advice within the application concludes that the proposed site works and remediation would meet the required standards of the Planning Scheme. A decision to approve this application would not be a retroactive endorsement of placing fill without a permit, it would be a permission for my client to undertake what is necessary to resolve the present circumstances.

Thank you for your consideration of these matters. Please contact me on 6423 6875 if you have any questions.

Yours sincerely

PDA Surveyors

per:

A handwritten signature in black ink, appearing to read 'Tom Reilly', written over a horizontal line.

Tom Reilly



PDA Surveyors ABN 71 217 806 325

Surveying, Engineering & Planning

- PLANNING SCHEME COMPLIANCE SUBMISSION -

Fill at 491 Forth Road, Forth

Prepared by: Thomas Reilly

Date: 18 March 2019

PDA Surveyors reference: 43686

Central Coast Interim Planning Scheme 2013

<i>Provision</i>	Applicable?	Compliant?	Comments
<i>1.0 Identification of the Planning Scheme</i>	Yes	Yes	The land is within the area covered by the Central Coast Interim Planning Scheme 2013. Section 1.0 contains no applicable standards.
<i>2.0 Planning Scheme Purpose</i>	No	N/A	Consideration of section 2.0 is specifically excluded by 8.10.3.
<i>3.0 Planning Scheme Objectives</i>	No	N/A	Consideration of section 3.0 is specifically excluded by 8.10.3.
<i>4.0 Interpretation</i>	No	N/A	The definitions contained in the interpretation section are relied on for this submission.
<i>5.0 General Exemptions</i>	No	N/A	No exemptions apply to the proposed use and development.
<i>6.0 Limited Exemptions</i>	No	N/A	No exemptions apply to the proposed use and development.
<i>9.0 Special Provisions</i>	No	N/A	No special provisions apply.

RURAL RESOURCE ZONE

26.1.1 Zone Purpose Statements

No	N/A	<p>The activity involves a Residential use (terracing around the house for residential use and enjoyment), which is a permitted use. In accordance with 8.10 there is no cause for consideration of the Zone Purpose Statements.</p> <p>Nevertheless, the land on which the fill has and would be placed is within land that has already been converted to residential use. Due to the steepness and proximity to the dwelling, it is unlikely that the land would support sustainable agricultural activity of significance.</p> <p>The proposed development does not involve use that would be particularly vulnerable or sensitive to agricultural activity. The appropriate establishment of gardens and vegetation within the fill area should assist in the protection of the existing sensitive use (dwelling) from agricultural impacts.</p> <p>Hence there would be no significant inconsistency with the Zone Purpose Statements.</p>
----	-----	---

26.1.2 Local Area Objectives

No	N/A	<p>The activity involves a Residential use (terracing around the house for residential use and enjoyment), which is a no permit required use. In accordance with 8.10 there is no cause for consideration of the Local Area Objectives.</p> <p>Nevertheless, the land on which the fill has and would be placed is within land that has already been converted to residential use. Due to the steepness and proximity to the dwelling, it is unlikely that the land would support sustainable agricultural activity of significance.</p> <p>The proposed development does not involve use that would be sensitive to agricultural activity. The appropriate establishment of gardens and vegetation within the fill area should assist in the protection of the existing sensitive use (dwelling) from agricultural impacts.</p> <p>Hence there would be no significant inconsistency with the Local Area Objectives.</p>
----	-----	---

26.1.3 Desired Future Character Statements

No	N/A	<p>The activity involves a Residential use (terracing around the house for residential use and enjoyment), which is a permitted use. In accordance with 8.10 there is no cause for consideration of the Desired Future Character Statements.</p> <p>Nevertheless, the dwelling has been a part of the rural environment for many years. The wider area is interspersed with dwellings of this age and type. The activity involves</p>
----	-----	---

		<p>additional flat areas for the establishment of domestic gardens and the keeping of domestic animals (cats, dogs, chooks) and the peaceful enjoyment of living in this location. Such activity is typical of other residential activity in the local and wider area and so is unlikely to have any significant impact on the local area character. In accordance with the Desired Future Character Statements, the land would continue to be sparsely settled with farming being the predominant activity visible in the landscape.</p> <p>Adverse visual and environmental impacts would be minimal once groundcovers have been re-established. In any event, earthworks and large landscaping forms are relatively commonplace in these rural areas and would not seem out of place. Hence there would be no significant inconsistency with the Desired Future Character Statements.</p>	
<i>26.2 Use Table</i>	Yes	Yes	<p>The dwelling would continue to be a stand-alone residential use. Some small scale agricultural activity would continue to be undertaken on the remainder of the site as has been the case for many years. It is considered that the activity furthers the peaceful enjoyment of the residential use of this site. As such, it would be a residential use. It is not a new residential use and therefore has a permitted use status according to the Table.</p>
<i>26.3.1 Requirement for discretionary non-residential use to locate on rural resource land</i>	No	N/A	<p>No discretionary non-residential use is proposed.</p>
<i>26.3.2 Required residential use</i>	No	N/A	<p>No required Residential use is proposed.</p>
<i>26.3.3 Residential use</i>	Yes	Yes	<p>A1</p> <p>The activity involves the continued residential use of the property at a typical residential intensity. The capacity of the dwelling would not increase. Landscaping, gardening and keeping of domestic animals is considered to be within the reasonable expectations of any residential use in the country and hence does not constitute a substantial intensification.</p> <p>On this basis, it is considered that the Acceptable Solution is satisfied.</p>

26.4.1 Suitability of a site or lot on a plan of subdivision for use or development

Yes	Yes	<p>A1</p> <p>(a) In accordance with (a), the lot has an area of 4.249ha. (b) In accordance with (b), the site has an existing building area developed with an existing residential building and outbuilding. It is not intended for any additional buildings as defined.</p> <p>A2</p> <p>The existing access location and configuration would remain unchanged.</p> <p>A3</p> <p>The dwelling is serviced by an existing rechargeable drinking water system with a storage capacity of at least 10,000 litres.</p> <p>A4 & A5</p> <p>The dwelling is serviced by existing on-site waste and storm-water management systems the proposed fill will have no impact on these systems.</p>
-----	-----	--

26.4.2 Location and configuration of development

Yes	Yes	<p>A1</p> <p>No changes are proposed in relation to the existing buildings on-site. The fill is not a building as defined or a utility structure.</p> <p>A2</p> <p>The fill is not a building as defined.</p> <p>A3</p> <p>The fill is not a building as defined or a wind power facility.</p>
-----	-----	--

<i>26.4.3 Location of development for sensitive uses</i>	No	N/A	A1 The proposed development does not involve use that would be sensitive to agricultural activity. The appropriate establishment of gardens and vegetation within the fill area should assist in the protection of the existing sensitive use (dwelling) from agricultural impacts.
<i>26.4.4 Subdivision</i>	No	N/A	No subdivision proposed.
<i>26.4.5 Buildings for Controlled Environment Agriculture</i>	No	N/A	No buildings are proposed for controlled environment agriculture.
<i>E1 Bushfire-Prone Areas Code</i>	No	N/A	No subdivision and no vulnerable use proposed.
<i>E2 Airport Impact Management Code</i>	No	N/A	No Code overlay applies.
<i>E3 Clearing and Conversion of Vegetation Code</i>	No	N/A	There would be no clearing and conversion of vegetation.
<i>E4 Change in Ground Level Code</i>	Yes	Yes	Change in Ground Level Code The proposed change in ground level would be up to 3.5m in depth and involve approximately 4304m ³ of relocated earth (3878m ³ of fill and 426m ³ of cut). In accordance with E4.6.1 A1, it is noted as follows: A1(b)(v) The fill is intended to assist the consolidation of the existing residential use on the site. A1(c) The fill would not modify surface water drainage onto adjacent land and would not result in pooling - it will prevent pooling by ensuring appropriate gradients are maintained on benched areas (1H:40V) . It would not impact on the capacity for discharge of upstream of waters – please refer Tasman Geotechnics report and ES&D report.

A1(d)

The fill would be well away from building areas

A1(e)

No ground water ground water sources have been identified on the site.

A1(f)

Fill to be imported is limited to clean topsoil required to cover over geofabric and rubble. The fill would not include plant matter, waste, plastics or other matter that ought to be recycled or disposed of at a controlled waste disposal or resource recovery centre.

The quality of receiving waters would be safeguarded in accordance with the commitments expressed below under Code E10. Placement of fill and erosion control would be undertaken in accordance with Fact Sheets 1, 3 and 19 of the Soil and Water Management on Building and Construction Sites 2009 (enclosed).

A1(g)

No retaining or support structures would be required.

A1(h)

The fill would not impact on any utility. The nearest utility would be a the bulk transfer main pipe located approximately 5m from any fill.

In accordance with the objective, the change in the existing ground level is unlikely to have a significant adverse impact on the physical, environmental, aesthetic, and amenity features of the land once appropriate landscaping, grass cover and residential garden areas are established.

Please see reporting by ES&D and Tasman Geotechnics for further information relating to compliance with this clause.

<i>E5 Local Heritage Code</i>	No	N/A	The site is not affected by local heritage.
<i>E6 Hazard Management Code</i>	No	N/A	No landslide, flooding or contamination risk is known to be present on the site. Nevertheless, the stability of the existing fill and the proposed fill has been considered and addressed by Tasman Geotechnics.
<i>E7 Sign Code</i>	No	N/A	There is no signage proposed or involved in the activity
<i>E8 Telecommunication Code</i>	No	N/A	There are no telecommunications facilities proposed or involved in the activity
<i>E9 Traffic Generating Use and Parking Code</i>	Yes	Yes	E9.5 - With 4.249ha and existing dedicated areas for parking that have been in place for some time. It is considered that there are adequate circumstances for the parking of vehicles associated with the residential use. E9.6.1 A1 – There is no change proposed to the existing driveway and parking areas. The existing surface has stood firm for many years with no apparent issues.
<i>E10 Water and Waterways Code</i>	Yes	Yes	Running east-west through the site is the Hamilton Rivulet, which is fed from a small catchment in the highly productive farmlands above. The Hamilton Rivulet passes through the site between the proposed fill and an existing embankment. 10.6.1 <i>Function of the Hamilton Rivulet</i> Above the site, a number of agricultural dams within the Rivulet and its minor tributaries capture much of the flow. The hydraulic function above the site is primarily as an irrigation source. Below the site, the Rivulet winds its way through a steep sided gully. As it enters the Forth township, it is affected by a number of culverts below roads and driveways and becomes more controlled in its flow path. One function below the site is to provide a controlled discharge point for the catchment. Other functions below the site are to provide water and water features to a number of decorative gardens. The Rivulet provides a habitat for a range of native and introduced species.

Being below an actively farmed area, the water is unlikely to be suitable for human consumption. Domestic pets and other animal species are likely to use the Rivulet for drinking purposes.

Values of the Hamilton Rivulet

Natural values reporting from Philip Milner is contained in the reporting by ES&D.

The natural environmental values of the waterway are adversely impacted by farm activity and human interference above and below the site. Dams above the site have caused flows to be more intermittent and controlled than they otherwise would be. Chemical runoff and erosion is likely to be a persistent factor in water quality. The natural environmental value throughout the length of the Rivulet is typical of a low to medium quality aquatic habitat for a limited range of plants and animals. Based on the reporting of ES&D, it is considered that the environmental values of the Hamilton Rivulet are not significant in conservation terms.

It is considered that the economic values of the Rivulet in the upper reaches are high in that it enables the farmlands above to be highly productive, which then provides significant economic benefit to the local and wider area. Below the site there are amenity benefits to individual property owners.

Below the site, the intrinsic value of the Rivulet is one that benefits plants and animals. Extrinsic values are tied to the sounds, movement and life that a water course naturally gives and so to this extent, it is considered that the Rivulet also has a moderate social and environmental value.

In accordance with the development standards E10.6.1 P1(a):

- (i) The proposed lining of the Rivulet would be designed to ensure that it minimised the flow rates of the Rivulet and minimised the potential for erosion damage. It is considered that the impacts on the function can be appropriately minimised with appropriate design of the creek lining.
- (ii) No significant economic value is attributable to the Rivulet at this location. There are no known economic rights or entitlements over the Rivulet below the site. In any event, the fill and lining of the Rivulet is unlikely to limit use the Rivulet for economic purposes.

		<p>(iii) The Rivulet does not support water based activity at this location. There would be no impacts on future potential of the Rivulet to support water based activity;</p> <p>(iv) There has been a significant disturbance to natural ground levels on the site that have affected the Rivulet. However, the proposed lining would be designed to ensure that adverse impacts on the function and values of the Rivulet are minimised;</p> <p>(v) There has been no increase in concentrated runoff caused by the activity but the disturbed earth represents a risk of sedimentation and erosion until the ground cover (grass) is established. The impacts of sedimentation are not likely to be significant by comparison to sedimentation already occurring upstream through multiple farm drainage systems. In accordance with the ES&D reporting, a sediment control plan would be produced prior to works being undertaken on site. The plan would provide solutions to minimise erosion and sedimentation, including the following measures:</p> <ul style="list-style-type: none">• Cut off drains or diversion banks to prevent concentrated upslope runoff flowing through fill areas until appropriate ground covers are established.• Installation of temporary sediment barriers down slope of the fill areas at locations where there is a noticeable concentrated water flow to prevent unwanted sediment and other debris entering the watercourse. The temporary sediment barriers to be of straw bales or geofabric fencing to intercept and collect runoff sediment.• Stockpiles (topsoil, fill material, or otherwise) to be located at least three metres from any areas of concentrated flow, access ways, swales or surfaces with steep slope and to be protected from up slope stormwater surface flows.• Sediment barriers structures to be regularly inspected and maintained after each significant rainfall event to repair damage and remove clogging by silt and debris. All sediment barriers will be maintained at maximum operational capacity until the land is effectively rehabilitated and stabilised after completion of fill activity in the relevant area. <p>(vi) There would be no change or impact on public access and use of the Rivulet;</p> <p>(vii) The aesthetic and scenic quality relates to the colours and forms of native and introduced vegetation along lower reaches of the Rivulet. The proposed activity would not result in any change to these aesthetic or scenic qualities.</p> <p>(viii) The activity would not change the existing arrangements for stormwater and sewage disposal on the site.</p>
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		<p>(ix) The Rivulet already functions as a modified natural drainage channel. The activity has slightly changed the location of the Rivulet channel of drainage but is considered not to present a significant risk to function or values;</p> <p>(x) The Rivulet supports a limited range of native and introduced flora and fauna species. In the context of the wider area, the values of this length of Rivulet as a habitat are likely to be minimal. The proposed activity is unlikely to significantly impact on the qualities of the Rivulet as a habitat;</p> <p>(xi) The proposed activity does not involve development or activity that would impact or change the level of risk of flooding and inundation. Nevertheless, the risk of upstream dam failure has been considered and is reasonably accommodated in the proposal;</p> <p>(xii) There would be no significant impact on the community risk and public safety profile;</p> <p>In accordance with E10.6.1 P1(b), the site is not subject to any known advice or decision of a relevant entity administering or enforcing compliance with an applicable protection and conservation regulation.</p> <p>Based on the above, it is considered that the risk to the function and values of the Rivulet can be appropriately minimised in accordance with E10.6.1.</p>
<p><i>Specific Area Plans</i></p>	<p>No</p>	<p>N/A</p> <p>The site is not affected by a Specific Area Plan.</p>

Soil & Water Management on Large Building & Construction Sites



What is this?

Sediment and erosion control measures are typically required for subdivisions and larger sites. The construction of subdivisions involves breaking land into smaller lots and installation of related services (roads, water, sewerage, power etc.). Due to the scale of land clearance and excavation, subdivision construction activities can cause excessive erosion and sediment loads in runoff, compared with the disturbance of building single house lots.

Why is it important?

Sediment generated from erosion on building and construction sites can be a major source of pollution to local waterways. Follow the practices discussed in this fact sheet and you will minimise erosion and control sediment run-off from your site, meet your legal requirements and help protect our waterways.

Fact Sheet 1

WHAT DO I NEED TO DO?

All works undertaken during subdivision construction are normally 'controlled' through the principle contractor and site manager. This means the risks of erosion can be readily managed through appropriate guidance and supervision. Compared with the allotment building phase where there are different building contractors and subcontractors present on any given allotment it is easier to manage erosion and prevent sediment runoff at the subdivision construction phase.

Submit a Soil and Water Management Plan:

Subdivisions or activities that create greater than 250 m² of ground disturbance may need to submit a drawn Soil and Water Management Plan (SWMP) to council as a requirement of their planning permit (see Fact Sheet 3).

On the SWMP clearly define and document who is responsible for maintaining the sediment and erosion control measures (installed during the subdivision phase) that will be used in the allotment building phase.

When designing subdivision works:

- 1) Ensure that the subdivision conforms to the natural limitations presented by the topography and the soil so as to reduce the potential for soil erosion.
- 2) Make sure that land clearing is only being undertaken in conjunction with the development of each stage.
- 3) Develop the site in increments of workable size such that adequate sediment and erosion control measures can be provided as the subdivision progresses. The smallest practical area of land should be exposed at any one period of time.
- 4) Coordinate the sediment and erosion control measures with the different subdivision construction phases.
- 5) Limit soil exposure to the shortest feasible period of time.
- 6) Keep removed topsoil for respreading over the developed area.
- 7) Retain and protect natural vegetation wherever practical.
- 8) Install larger sediment controls i.e. sediment basins if site conditions are suitable.
- 9) Manage wind-borne erosion.

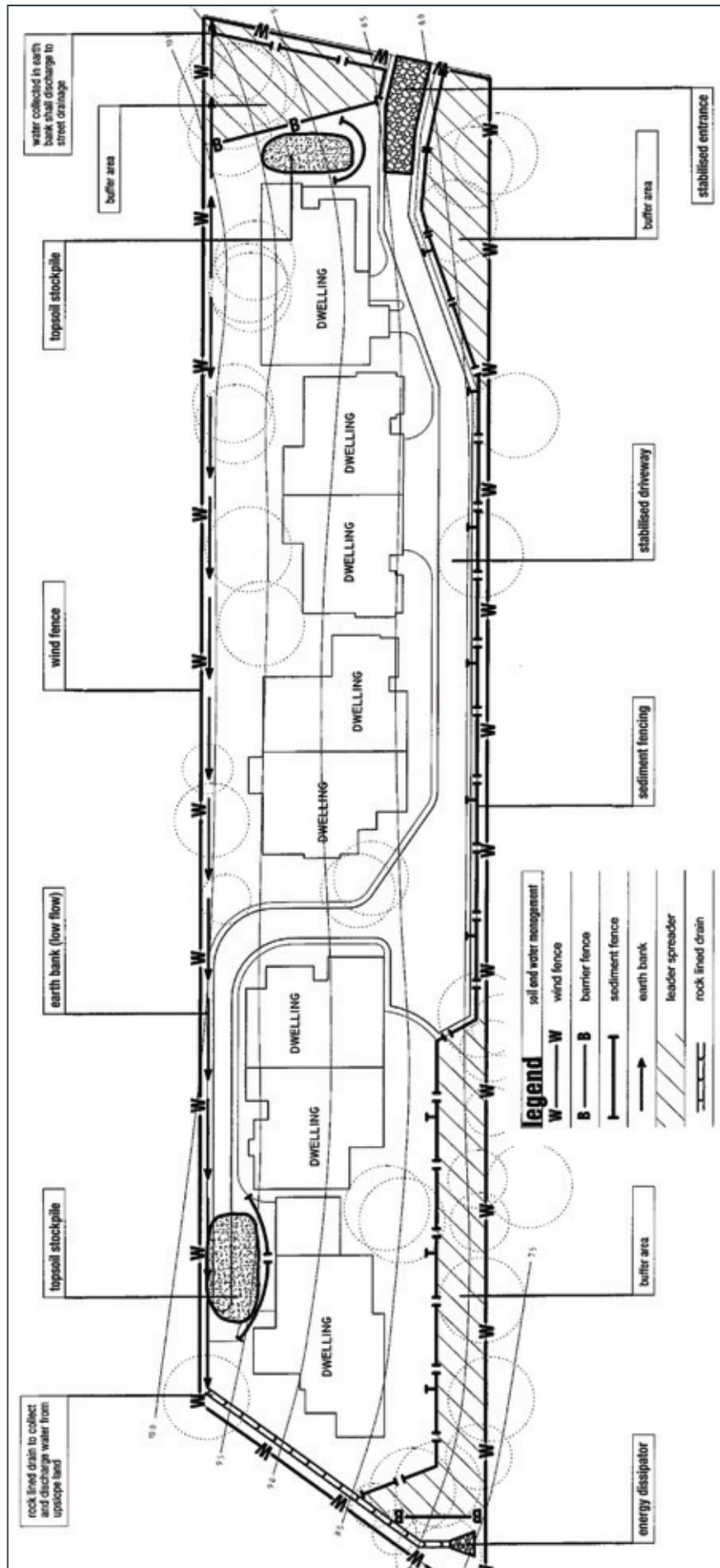


Figure 1A: SWMP for a subdivision.

List of fact sheets

I. Soil & Water Management on Large Building & Construction Sites

2. Soil & Water Management on Standard Building & Construction Sites
3. Soil & Water Management Plans
4. Dispersive Soils – High Risk of Tunnel Erosion
5. Minimise Soil Disturbance
6. Preserve Vegetation
7. Divert Up-slope Water
8. Erosion Control Mats & Blankets
9. Protect Service Trenches & Stockpiles
10. Early Roof Drainage Connection
11. Scour Protection – Stormwater Pipe Outfalls & Check Dams
12. Stabilised Site Access
13. Wheel Wash
14. Sediment Fences & Fibre Rolls
15. Protection of Stormwater Pits
16. Manage Concrete, Brick & Tile Cutting
17. Sediment Basins
18. Dust Control
19. Site Revegetation

Remember:

Everyone working on building and construction sites has a responsibility to prevent pollution. If you do have an accident and pollution occurs you are required by law to notify the site supervisor. If the site supervisor cannot be contacted, workers should immediately notify the local council so they can work with you to minimise any harm to the environment.

Acknowledgement:

Figure 1A after Landcom 2004 "Soils & Construction Volume 1 Managing Urban Stormwater (4th edition)". Some of the text in this brochure has been obtained and modified from the Brisbane City Council 2008 "Subdivision and Development Guidelines".

Date of Issue: December 2008

Soil & Water Management Plans



What are these?

Soil and water management plans are specific site plans or drawings that detail sediment and erosion control measures on building and construction sites. The Soil and Water Management Plan (SWMP) shows the type, location, design, installation and maintenance schedule for all these measures and should be considered as the blueprint for controlling all anticipated erosion and for preventing sediment from leaving a site.

Subdivisions or activities that create greater than 250 m² of ground disturbance typically need to submit a SWMP to council with their building or development proposals prior to any site disturbance. Once approved by council, all building and construction works need to be conducted in accordance with the SWMP.

Why is it important?

Sediment generated from erosion on building and construction sites can be a major source of pollution to local waterways. Follow the practices discussed in this fact sheet and you will minimise erosion and control sediment run-off from your site, meet your legal requirements and help protect our waterways.

Fact Sheet 3

WHAT DO I NEED TO DO?

Prepare a SWMP (see Figure 3A):

A SWMP can easily be developed by overlaying information on a copy of the engineering site drawings. The plan must detail the site development and all the systems intended to minimise erosion and trap sediment. On the SWMP show the following:

- 1) Date and author.
- 2) North point and scale.
- 3) Property boundaries.
- 4) General soil description.
- 5) Location and amount of ground disturbance.
- 6) Initial and final contours, location of watercourses, surface drainage and existing stormwater infrastructure.
- 7) Stormwater discharge point, if proposed.
- 8) Location of all proposed temporary drainage control measures.
- 9) Construction details (e.g. building or subdivision layout).
- 10) Location of vegetation to be retained and removed.
- 11) Location of stabilised site access.
- 12) Location of soil, sand or other material stockpiles.
- 13) Location and details of all proposed erosion control measures.
- 14) Location and details of all proposed sediment control measures.
- 15) A statement of who is responsible for establishing and maintaining all erosion and sediment control measures.
- 16) The installation sequence of the different sediment and erosion controls.
- 17) The maintenance program of the sediment and erosion controls.
- 18) The revegetation and rehabilitation program.

Note: Other details may be required depending on the specific requirements of the site, scale of the development and level of ground disturbance. Contact your local council for what information you are required to submit on your SWMP.

Submit the SWMP to council for approval:

A SWMP may be a requirement of your planning or building permit. Ensure that the council has approved your SWMP; otherwise you may be in breach of your permit.

Implement the SWMP and update as needed:

- 1) Keep a copy of the council-approved SWMP at the site at all times.
- 2) Ensure that all on-ground workers understand the SWMP.
- 3) Implement, update and maintain the control measures shown in the SWMP.

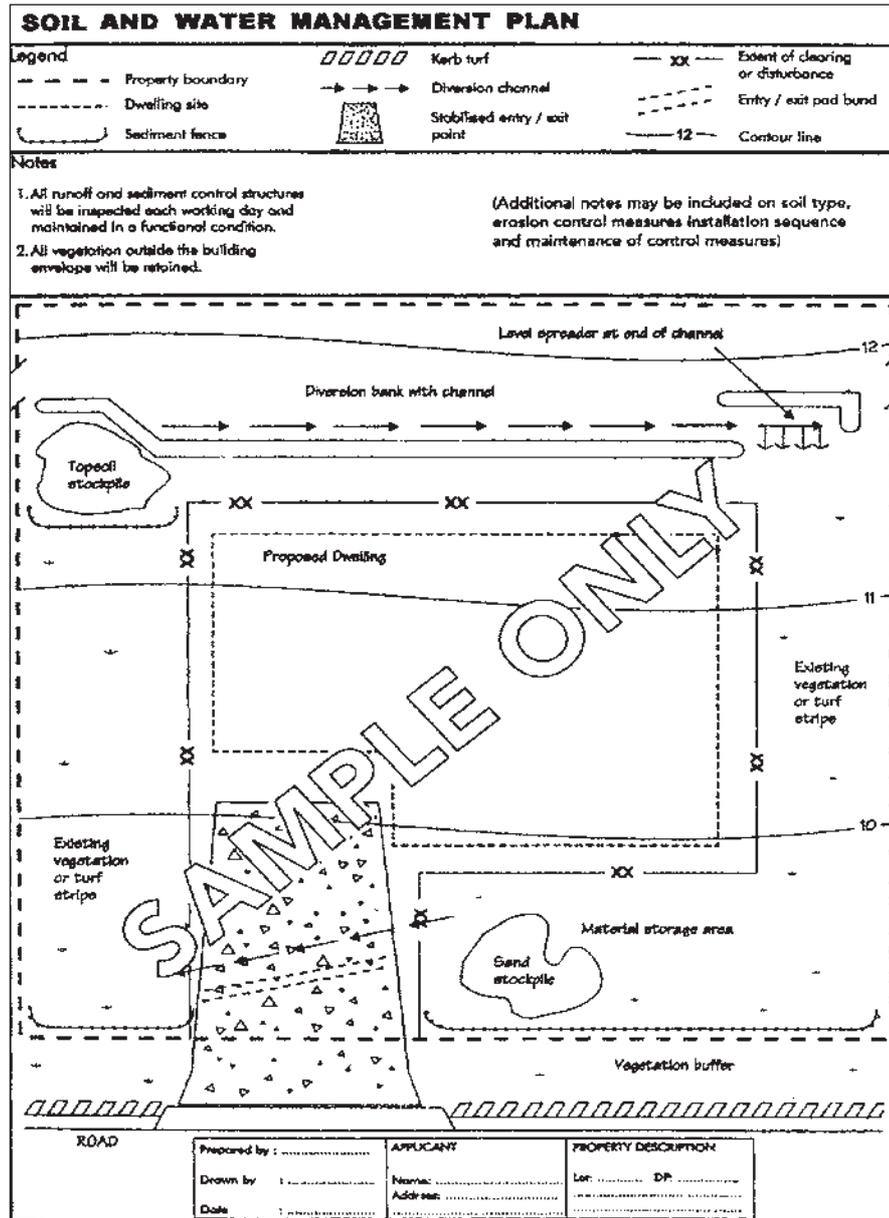


Figure 3A: Example of a SWMP

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Acknowledgement:

Figure 3A from Gold Coast City Council "Best Practice Guidelines for the Control of Stormwater Pollution from Building Sites". Text in this brochure has been obtained and modified from the "Do It Right On Site" brochure series, kindly provided by the Southern Sydney Regional Organisation of Councils.

Date of Issue: December 2008

Site Revegetation



What is it?

All areas disturbed by building and construction activities should be promptly and progressively stabilised through revegetation and landscaping to reduce the potential for erosion.

Why is it important?

Sediment generated from erosion on building and construction sites can be a major source of pollution to local waterways. Follow the management practices discussed in this fact sheet and you will minimise erosion from your site, meet your legal requirements and help protect our waterways.

WHAT DO I NEED TO DO?

Installing the control measures:

As you finish works in one part of the site, revegetate it. Vegetation is an ideal and usually inexpensive method of stabilisation because it reduces soil erosion by:

- 1) Absorbing the impact of raindrops.
- 2) Reducing the volume and velocity of runoff.
- 3) Binding the soil with the roots.
- 4) Protecting the soil from the erosive effects of the wind.

Note: Revegetation should not be expected to provide all the soil erosion protection required on your site. Other erosion control measures will be required if the soil is not stable due to its composition or slope. Erosion control mats and blankets should be used on steep slopes to provide temporary protection until the vegetation is fully established (**see Fact Sheet 8**).

Temporary revegetation: annual grass species (e.g. rye) are effective temporary ground cover because they are fast growing and can quickly establish a root system. They can be planted to prevent erosion where:

- 1) Exposed soil needs to be stabilised until permanent revegetation grows.
- 2) Temporary protection (between 6-8 months) is required until landscaping occurs.
- 3) A disturbed area will be left and then be re-disturbed as part of the site works (e.g. topsoil stockpiles).

Note: These annual grasses do not provide effective erosion control during their early growth phase (first few weeks) unless the soil is prepared with a mulch layer. Annual grasses die within one season providing limited soil coverage after about 6-8 months. They require watering until established, and may need mowing (without the collection of the cut grass) at least once before they can provide adequate soil coverage.

Permanent revegetation: options include seeding with perennial grasses (that will over time succeed the annual species), installing turf strips, and planting of native plants from seed, tube stock or invasion from surrounding bushland. If local seed stock is to be used for propagation it needs to be collected in advance. Advice on native plants and/or sources of seed stock can be obtained from your local council.

Seed the exposed topsoil, not the subsoil as the biological, physical and chemical characteristics of many subsoil materials inhibit the establishment of plants. Where practical to do so, a seedbed should be cultivated and

Fact Sheet 19

moistened before sowing seed (see Figure 19A). This may require deep ripping to 300 mm where there is a compacted layer.

Include native species endemic to the region to enhance the ecological values and create an aesthetically pleasing environment. Native species have evolved to local environment and can establish themselves more quickly and vigorously than exotic species.

Some revegetation options may require mulching. Planting trees and shrubs tends to be more successful if combined with weed suppressing mulching and installation of tree guards and stakes. Apply mulch at a depth between 75-100 mm.

Note: Seeding, turf strips and native plants require sufficient irrigation for germination and to sustain plant growth if rainfall is poor. If the plants are slow growing other erosion control measures may be required until the vegetation is established and is able to prevent erosion.

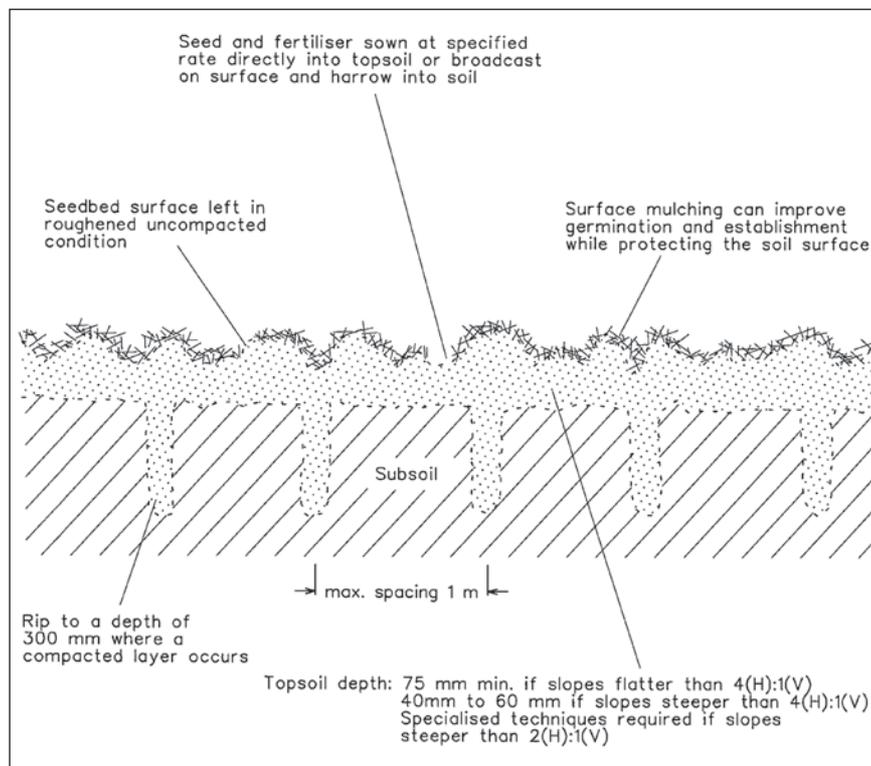


Figure 19A: Seedbed preparation.

Maintaining the control measures:

A monitoring and maintenance program for site revegetation should be developed and implemented. It needs to include irrigation, mowing, weeding and appropriate remedial action such as replacing any lost topsoil and re-sowing the site. Once the site has been revegetated and is established to the satisfaction of the council it can be handed over to the new homeowner.

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Remember:

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Acknowledgement:

Figure 19A from Landcom 2004 "Soils & Construction Volume I Managing Urban Stormwater (4th edition)". Text in this brochure has been obtained and modified from the "Do It Right On Site" brochure series, kindly provided by the Southern Sydney Regional Organisation of Councils.

Date of Issue: December 2008

19 March 2019

Tom Reily
Senior Planner & Office Manager
63 Don Road
Devonport 7310

Dear Tom,

RE: Hazard Risk Assessment, 491 Forth Road, Forth 7310

Environmental Service and Design (ES&D) has investigated the site at 491 Forth Road, Forth 7310. During 2017 and 2018, uncontrolled fill was placed on the site, including within the Hamilton Rivulet. To obtain council approval, the site requires assessment under the Hazard Management Code, and any other applicable codes of the Central Coast Interim Planning Scheme 2013.

This report focuses on section E6 Hazard Management Code of the Central Coast Interim Planning Scheme 2013. This code applies for use or development on land in an area exposed to risk from

–

- a) Coastal inundation if shown on the map marked Coastal Inundation Map; or
- b) Coastal erosion and recession if shown on the map marked Coastal Erosion and Recession;
- c) Potential contamination as a result of previous use for an activity listed in Table E6.1 to this Code;
- d) Flooding from a watercourse, wetland or stormwater disposal system –
 - i. if shown on the map marked Flood Prone Land;
 - ii. If no area is shown on the planning scheme map, land within the overland flow path for the 1% annual exceedance probability flood in a watercourse, wetland or stormwater disposal system

e) Landslide if shown on the map marked Landslip Hazard Map.

To address coastal inundation, coastal erosion and recession and flooding from a watercourse thelist.tas.gov.au was accessed and did not identify any risk to the property. However, there is inadequate capacity for a 1% annual exceedance probability flood in a watercourse which will need to be addressed when implementing the recommendations below.

The site is identified within the 'low' landslide planning hazard band. As per section E6.4.4 Development is exempt if – (d) a new building and an extension to a building on land located in a Low Landslide Hazard Area shown on the planning scheme map.

To address potential contamination the assessment was guided by the principles and requirements contained within the National Environmental (Assessment of Site Contamination) Measure, 1999 (as amended) (NEPM) according to its status as a state policy to address potential contamination.

The investigation comprised a desktop study to collect basic site information and identify the site characteristics (site location, land use, site layout, building construction, geological and hydrogeological setting, historical land uses and activities at the site), along with a site inspection, soil test pit sampling, interviews with the current owner and demolition contractor and a baseline water sampling program of Hamilton Rivulet.

The investigation should be sufficient to:

- identify potential sources of contamination and determine potential contaminants of concern;
- identify areas of potential contamination;
- identify potential human and ecological receptors;
- identify feasible pathways by which contaminants and receptors may be linked;
- identify potentially affected media (soil, sediment, groundwater, surface water, indoor and ambient air)
- identify environmental issues which may arise because of development activities, or due to the change of use (increased disturbance due to increase in human activity).

With respect to contamination, if thorough preliminary investigation shows a history of non-contaminating activities and there is no other evidence or suspicion of contamination, further investigation is not required.”

It was concluded that the site is **not** currently contaminated and therefore does not present a current risk to human receptors identified in the Conceptual Site Model (CSM). The site history indicates previous potentially contaminating activities have occurred on the site, however after thorough investigation there is no current risk to occupants. A baseline water sampling program was undertaken in Hamilton Rivulet in May 2018 to determine ecological risk. Zinc was the only contaminant of concern above ANZECC guidelines at the downstream location, which presents minor risk.

As per Section E6.6.1 of the Central Coast Interim Planning Scheme 2013:

- a hazard risk assessment establishes the site can be remediated to provide a tolerable level of risk from the development;

To reduce the future likelihood of contaminants of concern leaching into the Hamilton Rivulet and thus posing an unacceptable risk, ES&D recommends;

- Modifying the flow path of the Hamilton Rivulet to ensure it bypasses the uncontrolled fill material within the property. The creek will need to be clay lined and have adequate capacity as per E6.2.1 d i) of the Central Coast Interim Planning Scheme 2013, or
- Piping the creek from the eastern extent of the fill to the western extent, to avoid contact with any fill material.
- To prevent water washing onto the contaminated area and washing into the creek, a civil engineered cover / capping, battering and surface water flow design should be implemented during the development.

Additionally;

- Measures to minimise erosion and release of sediments, including leaching of contaminants will need to be implemented in accordance with Soil and Water Management on Building and Construction Sites 2009 (as per E4 Change in Ground Level Code). This will need to be completed prior to any development and in association with the creek realignment or piping and during the capping/contouring process. Temporary sediment and erosion control measures should be installed prior to winter 2019 to avoid potential runoff issues. A sediment control plan will need to be produced.
- ES&D propose additional water monitoring in 12 months, 3 years and 6 years from the date of the baseline sampling.

The details of the required investigation are documented in the following pages.

Yours sincerely,



Rod Cooper

Principal Consultant and CEnvP Certified Practitioner



Hazard Risk Assessment

491 Forth Road,
Forth 7310

Project No: 6225/5

Date: 19/03/2019



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V5	Samuel Smith	ES&D	19/03/2019

This report has been prepared, based on information generated by Environmental Service and Design Pty Ltd from a wide range of sources. If you believe that Environmental Service and Design Pty Ltd has misrepresented or overlooked any relevant information, it is your responsibility to bring this to the attention of Environmental Service and Design Pty Ltd before implementing any of the report's recommendations. In preparing this report, we have relied on information supplied to Environmental Service and Design Pty Ltd, which, where reasonable, Environmental Service and Design Pty Ltd has assumed to be correct. Whilst all reasonable efforts have been made to substantiate such information, no responsibility will be accepted if the information is incorrect or inaccurate.

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Executive Summary

Environmental Service and Design (ES&D) were commissioned by PDA Surveyors to conduct a Hazard Risk Assessment for the proposed development at 491 Forth Road, Forth 7310 (“the site”). Risk and concern were raised by Central Coast Council relating to the illegal dumping of uncontrolled fill within the creek and to the south of the premises. The assessment was conducted by Samuel Smith of Environmental Service and Design and reviewed by Site Contamination Practitioners Australia (SCPA) certified practitioner Mr. Rod Cooper of Environmental Service and Design (SCPA certification no. 15020).

The objective of the environmental site investigation was to:

- Collate site historical information to establish whether activities have occurred on site which may have resulted in contamination of the land;
- Assess the previous land uses and subsurface conditions to determine the potential for soil, surface water and groundwater contamination at the Site;
- Identify environmental issues relating to the proposed development because of the placement of uncontrolled fill;
- Identify potential for coast inundation, coastal erosion, flooding and landslides;
- Provide an assessment of the suitability of the Site for the proposed development; and
- Provide recommendations for additional investigation, if required.

The assessment was conducted according to the principles and methodology contained within the National Environmental Protection (Assessment of Site Contamination) Measure, 1999 (as amended 2013). The purpose of this environmental site investigation was to identify the potential for contamination at the site based on a desktop review of available historical information, site investigation, conversations with relevant personnel and geology.

1 Introduction

Environmental Service and Design (ES&D) were commissioned their client PDA Surveyors to undertake a Hazard Risk Assessment on the proposed development at 491 Forth Road, Forth 7310. The aim of the Preliminary Site Investigation (PSI) is to establish whether activities have occurred on the site which may result in contamination of the land and if so, whether the level of risk will increase due to the deposition of the waste. The PSI will also outline potential environmental issues associated with the development associated with the placement of uncontrolled fill.

Under the Central Coast Interim Planning Scheme 2013 the proposed development will need to satisfy the Hazard Management Code E6.4;

E6.4.1 The following use and development is exempt from this Code.

E6.4.2 Development:

- a. disturbance of the [existing ground level](#) is less than 1.0m³;
- b. a [hazard risk assessment](#) determines –
 - i. there is no contamination; or
 - ii. there is an insufficient increase in the level of risk to warrant any specific hazard reduction or protection measure;
- c. demolition of a building or structure if there is no disturbance of the existing ground level; or
- d. adjustment of a boundary in accordance with clause 9.3 of the planning scheme

And

E6.4.4 Development:

- a. the entirety of a [site](#) is within an area shown on a [natural hazard](#) map forming part of this planning scheme to have an acceptable level of risk for that hazard;
- b. a new building and an extension to a building on land located in a Low Landslide Hazard Area shown on the planning scheme map.

In this circumstance, this report will focus on E6.4.2 and E6.4.4 focusing on the potential risk from historical activities and in relation to the proposed development.

2 Scope of Works

The scope of works included:

- examination of the site's history, including
 - oral history; interviews with current owner and demolition contractor
- a site visit to check for any visual evidence that may indicate contamination of the site (addressed above), and an investigation of nearby properties.
- identification of potential human and ecological receptors and consideration of risks to identified receptors;
- construction of a preliminary Conceptual Site Model (CSM);
- accessing thelist.tas.gov.au to determine if the site is located within natural hazard bands; and
- conclusions and recommendations

3 Basis for Assessment

As a State Policy for the purposes of State policies and Procedures Act 1993, the National Environmental Protection (Assessment of Site Contamination) Measure 1999 (NEPM) was the guideline used for the assessment of potential contamination.

The assessment included elements of a Preliminary Environmental Site Assessment as defined in NEPM Schedule B2. NEPM advises that if a thorough preliminary investigation shows a history of non-contaminating activities and there is no other evidence or suspicion of contamination, further investigation is not required (Schedule B2 and Section 2.1).

4 Site Details

4.1 Ownership and Location

Street Address	Property ID	Title Reference	Site Owner	Approximate Area (m2)
491 Forth Road, Forth	3413054	49011/1	Dean Shane Ivory	Total 40900 m2

Property Information sourced from thelist.com.au (May 2018)



Figure 1 – Site Plan

4.2 Zoning

The site is currently zoned “Rural Resource” (Central Coast Interim Planning Scheme 2013, Figure 2) and is surrounded by “Rural Resource”. “General Residential” zoning exists further west of the site.

The current zoning will not change as part of the proposed development.

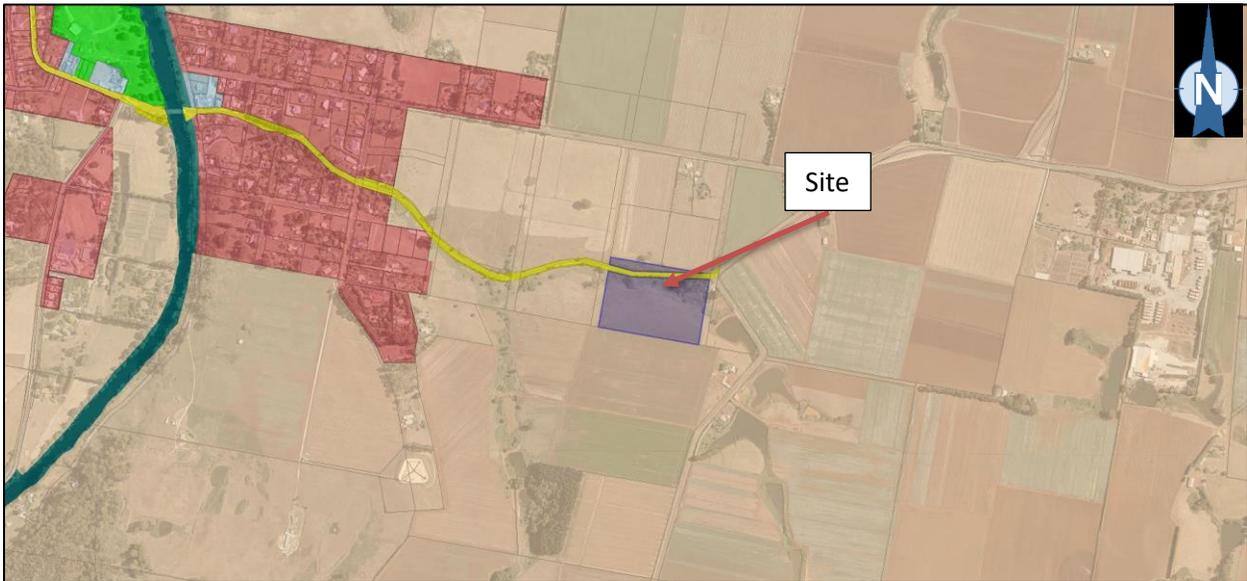


Figure 2 – Zoning – Rural Resource

5 Site Description

5.1 Surrounding Land Use

North, East and South – Rural residential properties

West – Rural residential with low density residential properties beyond.

6 Geology, Hydrology and Hydrogeology

6.1 Topography

The site exists either side of Hamilton Rivulet. Elevations range from 110m at the north and 113m at the south to 108m at the base of the rivulet. The rivulet runs in a westerly direction and the lowest elevation is 94m at the western boundary of the site.

6.2 Surface Water

The nearest surface water body is Hamilton Rivulet located within the property.

6.3 Regional Geology

Review of the LIST (Land Information System Tasmania) indicates that the sites is underlain with predominantly deeply-weathered basalt.

6.4 Regional Hydrogeology

Groundwater flow is likely to travel to the west. Reference to the Department of Primary Industries, Parks, Water and Environment (DPIPWE) Groundwater Information Access Portal indicates there are three registered bores within 500m of the site, however no bores will be impacted by a potentially contaminated plume originating from the site. Groundwater is not extracted for drinking purposes in the area, water is supplied to the area from TasWater infrastructure.

6.5 Acid Sulphate Soils

Review of the LIST (Land Information System Tasmania) indicates that the site has no potential for containing acid sulphate soils based on the high elevation (>94m).

7 Other Potential Environmental Issues

7.1 Coastal Inundation

The site is not shown on the map marked Coastal Inundation.

7.2 Coastal Erosion and Recession

The site is not shown on the map marked Coastal Erosion and Recession

7.3 Flooding from a Watercourse, Wetland or Stormwater Disposal System

The site is not shown on the map marked Flood Prone Land. However, the placement of fill has resulted in land being within the 1% annual exceedance probability flood in a watercourse. This will need to be addressed when implementing the recommendations in section 18 below.

7.4 Landslide

The site is located within the 'low' landslide hazard band. As per section E6.4.4 of the Central Coast Interim Planning Scheme 2013 - Development is exempt if – (d) a new building and an extension to a building on land located in a Low Landslide Hazard Area shown on the planning scheme map. It is also noted that the potential for landslide on the northern side of the Hamilton Rivulet has been reduced with the placement of fill materials, creating a level area. However, this would need to be confirmed by a geotechnical expert prior to undertaking any development.

7.5 Contamination of Hamilton Rivulet/Forth River

To address contamination within the Hamilton Rivulet and subsequently the Forth River a baseline water sampling program was undertaken. ES&D collected water samples on the 8th of May 2018 upstream and downstream of the property (Figure 16). Water samples were analysed for contaminants of concern identified within the preliminary site investigation and are presented in section 16.

7.6 Natural Values

Philip Milner (Philip Milner Landscape Consultant Pty Ltd) assessed the site on the 18th of May 2018. Philip made the following comments regarding the site:

“I met up with Dean Ivory briefly on Friday morning and then visited his property later in the afternoon. He defined the western boundary for me, which was very useful as the property is smaller than that shown on the list as 491 Forth Road. Hamilton Rivulet flows from east to west (approximately) through the property”.

“There were no significant natural values observed on the property during the survey. It is quite clear that the block was fully cleared of natural vegetation in the distant past, including any vegetation along the creek-line itself. The property consisted of rough pasture on the higher slopes”.

“A quite large area on the northern side of the creek-line has been extensively filled with building rubble, which has spilled down into the creek itself, and formed steep slopes of rubble which will most likely be difficult to manage effectively in the future. Hamilton Rivulet and its riparian zone have been heavily impacted by cattle trampling including recent and current cattle grazing. There was actually a very good flow of water in the creek, indicating active springs in the location, however it is detailed as having a low conservation value on the NVA”.

“The only indigenous vegetation observed were a few Tree Ferns *Dicksonia antarctica* adjacent to the creek, a single Kangaroo Apple *Solanum lacineatum* and some limited patches of the sedge *Carex appressa* and a Rush *Juncus sp.* along the creek itself”.

“Numerous weeds were observed but none were prolific. Blackberry was the most common along with Hemlock, 2 species of Willow, Arum, Hawthorn, a Cherry Laurel and a garden escaped Tree Dahlia *Dahlia imperialis*. The introduced Buttercup was extensive along the creek”.

“There was one reasonably sized Eucalypt which was dead. It may have been killed by the process of filling around the base of the trunk or it may have been dead prior to that”.

“No potential habitat for threatened fauna was observed. There may have been habitat for a species of Burrowing Crayfish most likely the non-threatened species *Engaeus fosser* in the

distant past. There was no evidence observed of the distinctive "chimneys" which Engaeus build at the entrance to their burrows and the heavy impact from the grazing cattle would have effectively destroyed any that may have been present in the past".

7.7 Erosion and Sediment Control

To minimise erosion and subsequent release of sediments, including leaching of contaminants within the fill material appropriate controls will need to be installed. These measures will need to be constructed as per Soil and Water Management on Building and Construction Sites 2009 and will therefore satisfy E4 Change in Ground Level Code (Central Coast Interim Planning Scheme 2013).

An erosion and sediment control plan should be implemented on site prior to any works within the Hamilton Rivulet or importing additional fill material. ES&D recommend temporary measures are also installed prior to winter 2019 to reduce the likelihood of releasing sediments and contaminants into the rivulet. The main concern relates to lead-based paint that is in the rubble.

8 Site History

The following information has been reviewed to determine the historical land uses and likelihood of contamination as a result.

8.1 Aerial Photograph Review

A review of aerial photographs on record on the LIST and were examined. Photos were available from 1950's, 1960's, 1979, 1990's and post 2007 on Google Earth (figures 3-7).



Figure 3 – Aerial 1982



Figure 4 – Aerial 1989



Figure 5 – Aerial 2006



Figure 6 – Aerial October 2016



Figure 7 – Aerial April 2017

8.2 Anecdotal Information

ES&D conducted interviews with Dean Ivory (property owner) and Mendelssohn Construction Pty Ltd managing director Trent Mendelssohn in relation to the placement of uncontrolled fill.

Dean Ivory (Property Owner)

Dean purchased the property on the 21st of January 2016 and began accepting fill in “early 2017”. Initial sources of fill were from “Councils” and included “gravel, road base and soil”. He also accepted fill from “two neighbours” which included “3 trailer loads of inert waste” and “6 tandem loads of topsoil”. Each load was reviewed by Dean and no controlled waste was observed in any delivery. Dean accepted fill from the Devonport Maternity Hospital during the demolition without obtaining a permit. He inspected the fill regularly and was assured that there was “no hazardous waste”. He confirmed the importation of fill from the Devonport Maternity Hospital ceased on the 15th of January 2018.

Trent Mendelssohn (Mendelssohn Construction)

Trent provided documentation that “no identified hazardous materials” were transported to the site as part of the Devonport Maternity Hospital demolition. ES&D Pre-Demolition HAZMAT Survey (Appendix 2) identified asbestos materials is three locations (table 1):

Table 1: Asbestos Register of Premises

Material	Location	Asbestos Found	Comment
Brake Pads	Central tower (top level): Lift motor brake shoe linings x 4	Chrysotile	
Insulation	Ground, 1 st and 2 nd level: Emergency exit doors - East wings	Chrysotile	Remove door without disturbing asbestos
Mouldings	Basement: Void formers for ground floor slab	Chrysotile, Crocidolite, Amosite	

Possible Locations

Material	Location	Comment
AC cement pipes	Subsurface: Sewer and stormwater	Not witnessed in basement – potential outside building footprint

Trent also provided date stamped photos (Figures 8, 9 and 10) which conclusively show the subfloor was not disturbed until the 19th of January 2018. Therefore, the only asbestos materials which could have been transported to the site are emergency exit doors and brake pads. Waste documentation from the Launceston Waste Centre was provided, stating flat ACM doors, cladding and lights were disposed of as controlled waste (Appendix 3) and Dulverton Waste Facility records from the 24th January 2018 to the 22nd February 2018 for asbestos contaminated waste (subfloor) (Appendix 4). A Treloar Transport receipt outlines non-contaminated waste was transported to the Forthside Pit between the 17th and 22nd January 2018 (Appendix 5). It is noted there is no records for the disposal of lift motor brake pads, however the small quantity of potential asbestos waste on the site presents no human health or environmental risk. There is no reason to suspect asbestos cement pipes were transported to the property.



Figure 8 – Devonport Maternity Hospital 15th January 2018



Figure 9 – Devonport Maternity Hospital 17th January 2018

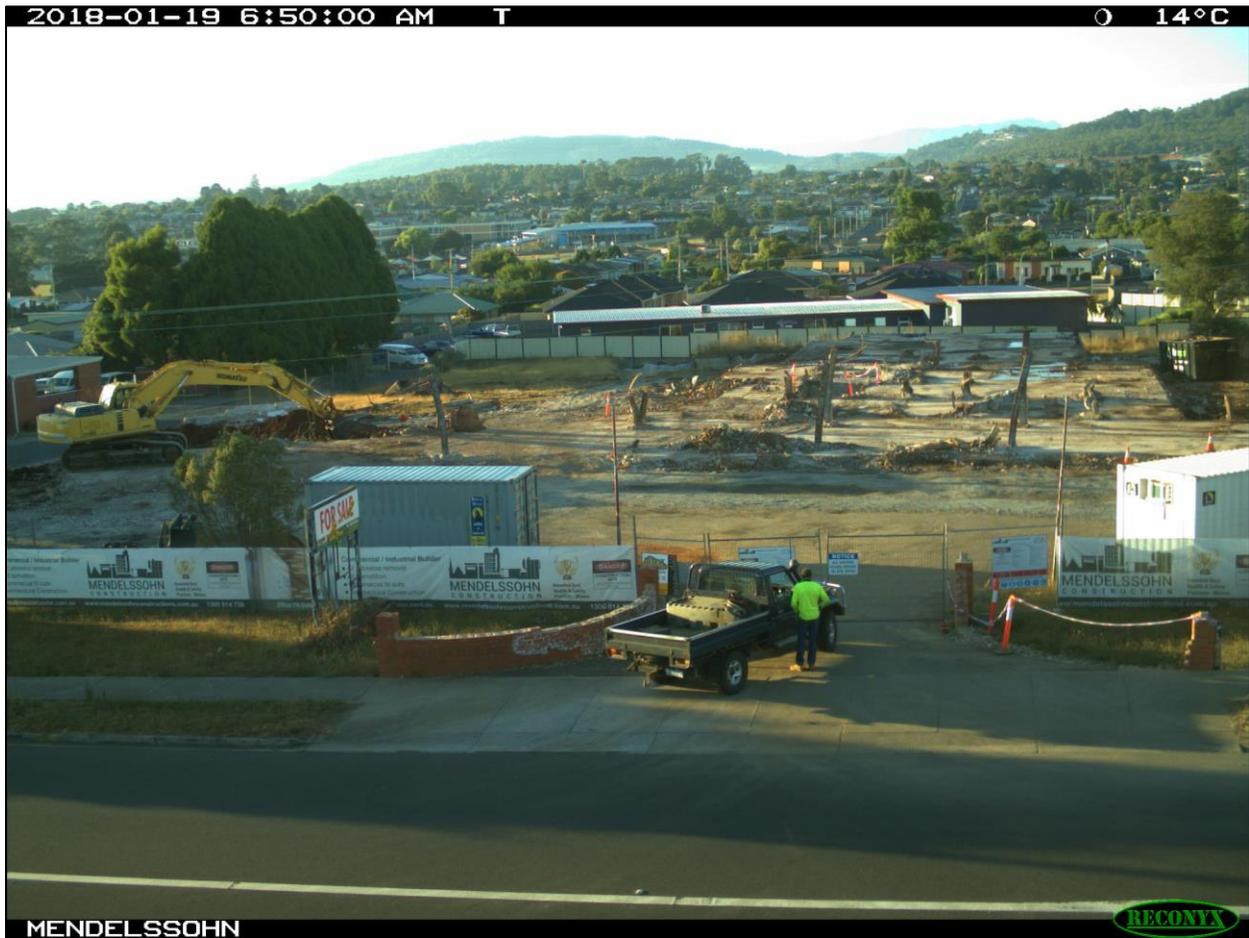


Figure 10 – Devonport Maternity Hospital 19th January 2018

The ES&D Pre-Demolition HAZMAT Survey also identified other sources of hazardous materials within the Devonport Maternity Hospital (table 2, 3 and 4):

Lead Paint

Table 2: Lead Paint Register of Premises

<i>Location</i>	<i>Mg/kg</i>	<i>Percent</i>	<i>Comment</i>
East wing – Ground level (pink paint)	999	0.0999	
East wing – Ground level (green paint)	419	0.0419	
Near lift – Level 1	142	0.0142	
Hallway – Level 2	1350	0.1350	

PCB's

Table 3: PCB's Register of Premises

Material	Location	Comment
PCB Capacitors	Fluorescent light fittings - 2 nd level - 5 separate rooms south of lift	
PCB Capacitors	Fluorescent light fitting - Ground level: South-eastern corner access	

SMF

Table 4: SMF Register of Premises

Material	Location	Comment
SMF	Basement: Pipe insulation, some debris, ceiling penetrations	
SMF	Ground, 1 st and 2 nd level: Pipe insulation, pipe penetrations present in riser cupboards	Insulation has been removed where accessible. Some SMF remains in most riser cupboards
SMF	Roof: Waterproof membrane under roofing iron (tanking material)	

Lead paint has been transported to the site as inert waste and is addressed within this report. PCB's were transported to the Launceston Waste Centre (Appendix 3) and synthetic material fibres were transported to the site but are not identified as a hazardous material by the Environmental Protection Agency Tasmania.

9 Site History Summary

Based on the review of the site, the site history is as follows

Period	Site
1982-October 2016	House on site, no evidence of land disturbance
October 2016 – Current	House on site, evidence of fill being imported

10 Potential Site Contamination

10.1 Uncontrolled fill

Uncontrolled fill has been placed on the property from “early 2017” until January 2018. Contaminants of Potential Concern (COPC) associated with the placement of uncontrolled fill include:

- Heavy metals
- Total Petroleum Hydrocarbons (TPH)
- Total Recoverable Hydrocarbons (TRH)
- BTEXN
- Sediment load
- Total Nitrogen
- Total Phosphorus
- Sodium
- PCB's
- Chloride
- Asbestos

11 Site Visits

ES&D representatives initially visited the site on the 3rd of May 2018. The site was inspected for the presence of hazardous building materials and potential impacts to the surrounding environment. Further interviews along with water sampling was completed on the 8th of May 2018.

ES&D again visited the site on the 7th of March 2019 to observe the excavation of test pits to classify waste material.

Figures 11-13 outline the extent of fill on the property.



Figure 11 – Fill material placed in rivulet



Figure 12 – Exposed fill material



Figure 13 – Fill material placed in rivulet

12 Potential Receptors

A preliminary Conceptual Site Model (CSM) (Table 5) was developed after consideration of risks to potential human and ecological receptors as outlined below.

12.1 Human Receptors

Risks to human health from uncontrolled fill can arise via the inhalation route or by direct contact with contaminated soil, surface water or groundwater (e.g., ingestion, dermal contact, ocular or oral).

Future residents and workers involved in the construction of the development were considered in the preliminary CSM, along with Residential A usage which includes vegetable gardens and child play areas.

12.2 Ecological Receptors

Elevated levels of contaminants in the surface and groundwater are likely to present a risk to ecological receptors in the Hamilton Rivulet and Forth River due to the proximity. Surface water runoff during the continued development of the site will increase risk to ecological receptors in the rivulet and will require managing. Transitory wildlife was also considered as part of the assessment.

Management measures are provided in section 18 to assess ongoing risk to ecological receptors.

Table 5: Preliminary Conceptual Site Model

Contamination Source	COPC	Pathway	Receptor
Uncontrolled Fill	<ul style="list-style-type: none"> ● Heavy metals ● Total Petroleum Hydrocarbons (TPH) ● Total Recoverable Hydrocarbons (TRH) ● BTEXN ● Sediment load ● Total Nitrogen ● Total Phosphorus ● Sodium ● PCB's ● Chloride ● Asbestos 	<ul style="list-style-type: none"> ● Vapour inhalation of COPC in surface soils 	<ul style="list-style-type: none"> ● Residents ● Construction workers ● Surrounding site users
	<ul style="list-style-type: none"> ● Heavy metals ● Total Petroleum Hydrocarbons (TPH) ● Total Recoverable Hydrocarbons (TRH) ● BTEXN ● Sediment load ● Total Nitrogen ● Total Phosphorus ● Sodium ● PCB's ● Chloride ● Asbestos 	<ul style="list-style-type: none"> ● Dermal contact/ingestion of COPC in surface soils 	<ul style="list-style-type: none"> ● Future residents ● Subsurface workers ● Surrounding site users
	<ul style="list-style-type: none"> ● Heavy metals ● Total Petroleum Hydrocarbons (TPH) ● Total Recoverable Hydrocarbons (TRH) ● BTEXN ● Sediment load ● Total Nitrogen ● Total Phosphorus ● Sodium ● PCB's ● Chloride ● Asbestos 	<ul style="list-style-type: none"> ● Migration into soil and groundwater and subsequent ingestion/dermal contact or inhalation of COPC 	<ul style="list-style-type: none"> ● Future residents ● Subsurface workers ● Surrounding site users ● Transitory Wildlife ● Hamilton Rivulet/Forth River

13 Analytical and Sampling Plan

ES&D have undertaken a soil and water investigation to investigate potential contaminants that could be reasonably expected to disperse to the environment from an uncontrolled 'inert' landfill. Based on the site history, contamination should it exist, is likely to be expressed in the following media:

- Fill materials applied to the land; and
- Surface water

13.1 Soil Investigation

In consideration of the COPC, to detect asbestos or other physical contamination in soil, ES&D representatives observed the excavation of test pits on 7/3/2019 with Central Coast Council Environmental Health Officer. This was completed to confirm the types of waste disposed at the site. Historic aerial photos of the site were used to determine the required sampling density and the exact positions for sampling. The plan was developed on 1/3/2019 and 4 sample points were marked in paint on the site. Four test pits (Figures 14-17) were dug at the locations in Figure 18. ES&D visited the site after the holes were dug to take photos and assess the waste types. No analysis of soil was deemed to be required.

13.1.1 Test pit 1

Test pit one is the Eastern most pit on the site, it appears to consist of predominately road base with a clayey material underneath. No building rubble is present in this pit.



Figure 14 – Test Pit 1

This is consistent with reports that material was placed on this point. No potentially contaminating materials were observed, and natural clay was observed to the termination point of the pit.

13.1.2 Test Pit 2

Test pit 2 is centrally located. As with test pit 1 it is predominately road base with a clay material found underneath.



Figure 15 -- Test pit 2

This is consistent with reports that material was placed on this point. No potentially contaminating materials were observed, and natural clay was observed to the termination point of the pit.

13.1.3 Test pit 3

Test pit 3 is the north western most test pit. It has a similar composition to test pits 1 and 2 but minimal to no road base top layer and clay secondary layer. It differs slightly though as there are some larger rocks and wire in the thin building rubble layer. The fill is more a gravelly clay.



Figure 16 -- Test pit 3

This is consistent with reports that material was placed on this point. No potentially contaminating materials were observed, and natural clay was observed to the termination point of the pit. The fill material seems to be sitting above the darker orange and black clay layer.

13.1.4 Test Pit 4

Test pit 4 is the most southern test pit on the site. It appears to be more road base on the top layer with clay underneath. However, there is the presence of building material such as bricks, plastic and concrete in a layer approximately 500 mm deep. This pit filled with water in the base. Observations are consistent with reports that material was placed at this point. No potentially contaminating materials were observed. This appears to be the foundations of a house that was demolished and used as fill over the clay.



Figure 17 -- Test pit 4



Figure 18 --Test pit locations

13.2 Surface Water Investigation

ES&D completed baseline water sampling in May 2018. Water samples were collected upstream and downstream of the site and submitted for laboratory analysis of COPC comprising, Total Petroleum Hydrocarbon / Total Recoverable Hydrocarbon (TPH/TRH) fractions, Benzene, Toluene, Ethylbenzene, Xylene and Naphthalene (BTEXN), Heavy Metals, Sodium, PCB's & Chloride.

Planned QC/QA samples included duplicate samples as necessary. A duplicate water sample was to be collected with a frequency of 1 per 20 samples. The water sampling locations were chosen to represent water quality prior to and after the landfill site (Figure 19 & 20). The sampling and analytical plan is summarised in Table 6 and Figure 21, field parameters are presented in table 7.

Table 6: Sampling plan

Soil	Number of samples	Number of duplicates	Total	Heavy metals	TPH Fractions	TRH Fractions	BTEX / BTEXN	PAH	Cations	PCBS	Nutrients
Water samples upstream	1	0	1	X	X	X	X	X	X	X	X
Water samples downstream	1	1*	2	X	X	X	X	X	X	X	X

Note: Some analytes were not analysed for duplicate samples to reduce client costs

Table 7: Field parameters

Location	Date	Temperature (°C)	pH	ORP	Conductivity (µs/cm)	Turbidity (NTU)	DO mg/L
Upstream	08/05/2018	14.49	6.06	231	179	57.5	4.08
Downstream	08/05/2018	14.65	6.89	209	228	33.6	5.82
ANZECC			6.5-8.0		125-2200	10-20	85-110 %



Figure 19 – Sample location upstream

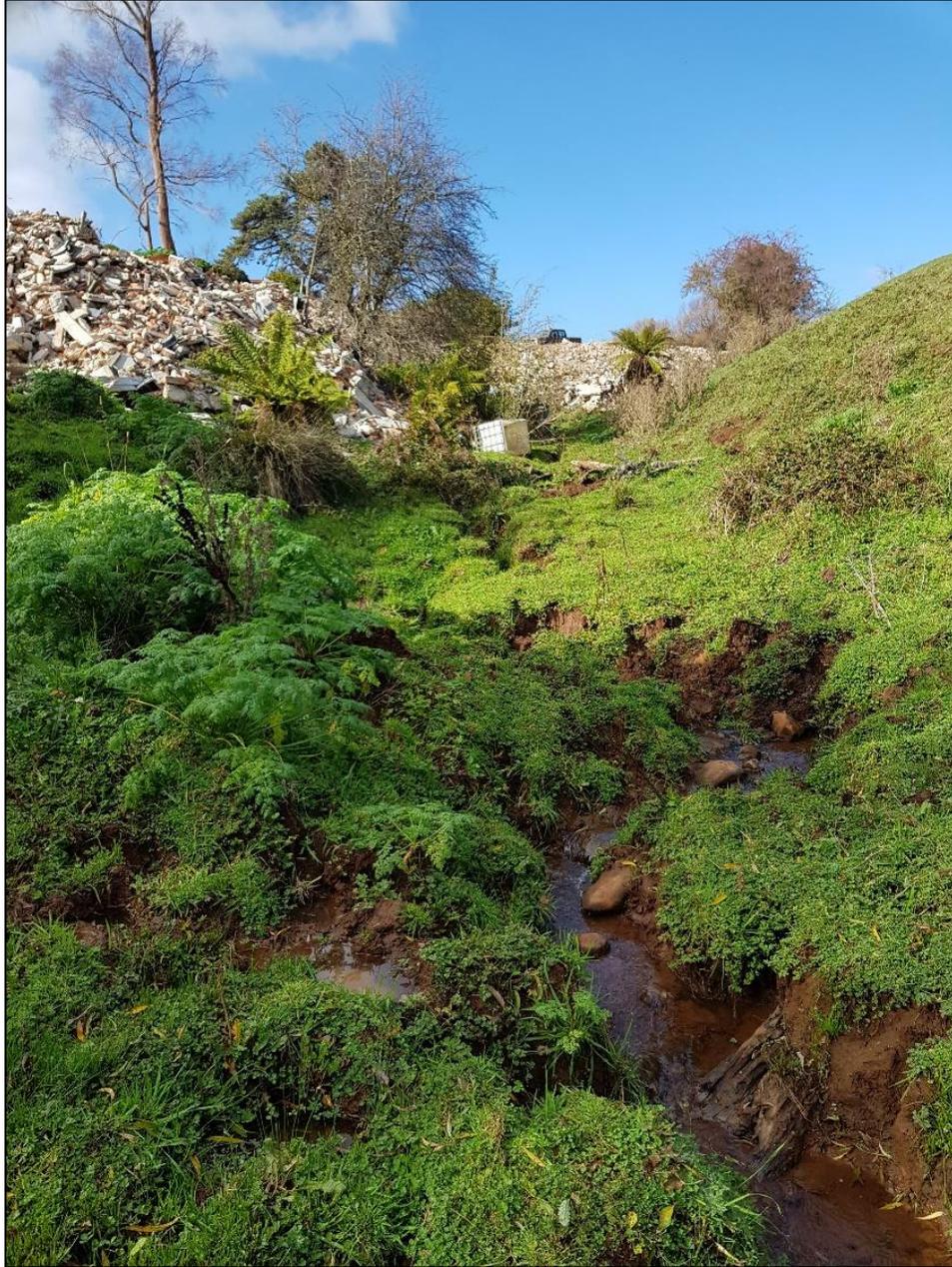


Figure 20 – Sample location downstream



Figure 21 – Water sampling locations

14 Sampling Information

Laboratory Certificates of Analysis (COA) for all samples are attached in Appendix 1. Sampling QA/QC protocols and QC results are presented.

14.1 Sampling guidelines, standards and techniques

Requirements of the AS 5667.1 (1998) Guidance on the design of sampling programs, sampling techniques and the preservation and handling of sampling were followed.

Water samples were taken directly from the source. Samples were immediately placed into an esky with ice bricks after collection and were dispatched by overnight airfreight to the analytical laboratory. The analytical laboratory used for all samples was NATA certified Australian Laboratory Services (ALS), Springvale, Victoria. Note that the pH holding time was exceeded and the field pH results should be seen as more representative.

14.2 QA/QC

ALS Laboratory supplies a full QC report covering laboratory QA/QC activities with each COA. Field duplicates were collected as described above.

Techniques used to prevent cross contamination of samples and ensure the integrity of samples were as follows:

- Water samples were collected using a new pair of disposable gloves for each sample;
- All samples were immediately collected into ALS supplied analyte appropriate bottles, individually labelled, placed in an esky with freezer packs and dispatched for overnight delivery to the Laboratory with an accompanying chain of custody document.

Measurable Data Quality Indicators (MDQI) should be $\leq 50\%$ Relative Percentage Difference (RPD), and this was the adopted MDQI for all samples. Results for the QA/QC in Table 9 outline RPD's for all analytes are less than 50%, where values for both the sample and field duplicate are above LOR's.

15 Basis for Assessment

The Australian and New Zealand Guidelines for Fresh and Marine Water and Marine Waters (ANZECC, 2000) was the adopted assessment criteria. ANZECC's objective is "maintain and enhance the 'ecological integrity' of freshwater and marine ecosystems, including biological

diversity, relative abundance and ecological processes. Appropriate guideline trigger values have been selected based on the chemicals of concern and the level of protection (% species).

16 Results

Comprehensive data is presented in Table 8 together with assessment criteria. Values above LORs are highlighted in bold black text; those above assessment criteria are highlighted in bold red text.

Table 8: Baseline water sampling results

Laboratory Report No. EM1807610			Sample ID		6619	6620	6621
			Date Sampled		8/05/2018	8/05/2018	8/05/2018
Analyte	Units	LOR	ANZECC		WATER	WATER	WATER
pH by PC Titrator							
pH Value	pH unit	0.01	6.5-8.0		6.85	6.9	7.2
Conductivity by PC Titrator							
Electrical Conductivity	µs/cm	1	125-2200		197	225	234
Total Suspended Solids							
Suspended Solids	mg/L	5			62	24	30
Turbidity							
Turbidity	NTU	0.1	10-20		33.4	21.8	24.4
Alkalinity by PC Titrator							
Hydroxide Alkalinity as CaCO3	mg/L	1			<1	<1	-
Carbonate Alkalinity as CaCO3	mg/L	1			<1	<1	-
Bicarbonate Alkalinity as CaCO3	mg/L	1			10	22	-
Total Alkalinity as CaCO3	mg/L	1			10	22	-
Sulfate as SO⁴							
Sulfate as SO4	mg/L	1			4	13	-
Chloride							
Chloride	mg/L	1			27	49	-
Dissolved Major Cations							
Calcium	mg/L	1			2	8	-
Sodium	mg/L	1			16	21	-
Dissolved Metals							
Arsenic	mg/L	0.001	0.024		<0.001	<0.001	<0.001
Cadmium	mg/L	0.0001	0.0002		<0.0001	<0.0001	<0.0001
Chromium	mg/L	0.001	.001		<0.001	<0.001	<0.001
Copper	mg/L	0.001	0.0014		0.002	<0.001	<0.001
Lead	mg/L	0.001	0.0034		<0.001	<0.001	<0.001
Manganese	mg/L	0.001	1.9		0.173	0.087	0.087
Nickel	mg/L	0.001	0.011		0.002	<0.001	<0.001
Zinc	mg/L	0.005	0.008		0.005	0.02	0.023
Iron	mg/L	0.05			0.38	0.08	0.08
Total Metals							
Arsenic	mg/L	0.001	0.024		<0.001	<0.001	<0.001
Cadmium	mg/L	0.0001	0.0002		<0.0001	<0.0001	<0.0001
Chromium	mg/L	0.001	.001		0.004	0.005	0.004
Copper	mg/L	0.001	0.0014		0.002	0.001	<0.001
Lead	mg/L	0.001	0.0034		<0.001	0.001	<0.001
Manganese	mg/L	0.001	1.9		0.302	0.206	0.178
Nickel	mg/L	0.001	0.011		0.006	0.004	0.004
Zinc	mg/L	0.005	0.008		0.008	0.024	0.028
Iron	mg/L	0.05			2.72	2.02	1.56
Nitrite plus Nitrate as N (NOx)							
Nitrite + Nitrate as N	mg/L	0.01	0.7		5.74	7.33	-
Total Kjeldahl Nitrogen							
Total Kjeldahl Nitrogen	mg/L	0.1			0.6	0.6	-
Total Nitrogen as N							
Total Nitrogen as N	mg/L	0.1	0.5		6.3	7.9	-
Total Phosphorus as P							
Total Phosphorus as P	mg/L	0.01	0.05		0.38	0.06	-
Polychlorinated Biphenyls (PCB)							
Total Polychlorinated biphenyls	µg/L	1			<1	<1	-
TPH							
C6 - C9 Fraction							
C6 - C9 Fraction	µg/L	20			<20	<20	<20
C10 - C14 Fraction							
C10 - C14 Fraction	µg/L	50			<50	<50	<50
C15 - C28 Fraction							
C15 - C28 Fraction	µg/L	100			<100	<100	<100
C29 - C36 Fraction							
C29 - C36 Fraction	µg/L	50			<50	<50	<50
C10 - C36 Fraction (sum)							
C10 - C36 Fraction (sum)	µg/L	50			<50	<50	<50
TRH							
C6 - C10 Fraction							
C6 - C10 Fraction	µg/L	20			<20	<20	<20
C6 - C10 Fraction minus BTEX (F1)							
C6 - C10 Fraction minus BTEX (F1)	µg/L	20			<20	<20	<20
>C10 - C16 Fraction							
>C10 - C16 Fraction	µg/L	100			<100	<100	<100
>C16 - C34 Fraction (F3)							
>C16 - C34 Fraction (F3)	µg/L	100			<100	<100	<100
>C34 - C40 Fraction (F4)							
>C34 - C40 Fraction (F4)	µg/L	100			<100	<100	<100
>C10 - C40 Fraction (sum)							
>C10 - C40 Fraction (sum)	µg/L	100			<100	<100	<100
>C10 - C16 Fraction minus Naphthalene (F2)							
>C10 - C16 Fraction minus Naphthalene (F2)	µg/L	100			<100	<100	<100
BTEXN							
Benzene	µg/L	1	950		<1	<1	<1
Toluene	µg/L	2			<2	<2	<2
Ethylbenzene	µg/L	2			<2	<2	<2
meta- & para-Xylene	µg/L	2	200		<2	<2	<2
ortho-Xylene	µg/L	2	350		<2	<2	<2
Total Xylenes	µg/L	2			<2	<2	<2
Sum of BTEX	µg/L	1			<1	<1	<1
Naphthalene	µg/L	5	16		<5	<5	<5

16.1 QA/QC

Table 9: QA/QC

Laboratory Report No. EM1807610	Pair - Soil		RPD%
	6620	6621	
Analyte	SOIL	SOIL	
pH Value	6.9	7.2	4.25
Conductivity by PC Titrator			
Electrical Conductivity	225	234	3.92
Suspended Solids	24	30	22.22
Turbidity	21.8	24.4	11.25
Total Alkalinity as CaCO3	22	-	N/A
Calcium	8	-	N/A
Sodium	21	-	N/A
Dissolved Metals			
Manganese	0.087	0.087	0
Zinc	0.02	0.023	13.95
Iron	0.08	0.08	0
Total Metals			
Chromium	0.005	0.004	22.22
Manganese	0.206	0.178	14.58
Zinc	0.024	0.028	15.38
Iron	2.02	1.56	25.7
C6 - C9 Fraction	<20	<20	N/A
C10 - C14 Fraction	<50	<50	N/A
C15 - C28 Fraction	<100	<100	N/A
C29 - C36 Fraction	<50	<50	N/A
C10 - C36 Fraction (sum)	<50	<50	N/A
TRH			
C6 - C10 Fraction	<20	<20	N/A
C6 - C10 Fraction minus BTEX (F1)	<20	<20	N/A

17 Conclusions

ES&D has investigated 491 Forth Road, Forth 7310 in relation to E6 Hazard Management Code of the Central Coast Interim Planning Scheme 2013.

This code applies for use or development on land in an area exposed to risk from –

- a) Coastal inundation if shown on the map marked Coastal Inundation Map; or
- b) Coastal erosion and recession if shown on the map marked Coastal Erosion and Recession;
- c) Potential contamination as a result of previous use for an activity listed in Table E6.1 to this Code;
- d) Flooding from a watercourse, wetland or stormwater disposal system –
 - i. if shown on the map marked Flood Prone Land;
 - ii. If no area is shown on the planning scheme map, land within the overland flow path for the 1% annual exceedance probability flood in a watercourse, wetland or stormwater disposal system
- e) Landslide if shown on the map marked Landslip Hazard Map.

The site was not shown on the map marked coastal inundation, coastal erosion and recession or the map marked flood prone land.

The site was identified within the 'low' landslide planning hazard band. As per section E6.4.4 Development is exempt if – (d) a new building and an extension to a building on land located in a Low Landslide Hazard Area shown on the planning scheme map.

To address potential contamination the assessment was guided by the principles and requirements contained within the National Environmental (Assessment of Site Contamination) Measure, 1999 (as amended) (NEPM) according to its status as a state policy to address potential contamination.

The investigation comprised a desktop study to collect basic site information and identify the site characteristics (site location, land use, site layout, building construction, geological and hydrogeological setting, historical land uses and activities at the site), along with a site inspection, soil test pit sampling, interviews with the current owner and demolition contractor and a baseline water sampling program of Hamilton Rivulet.

The results of this preliminary site investigation in relation to potential contamination, based on the site history, site assessment and desktop assessment identified no hazardous materials have been transported to the site during the Devonport Maternity Hospital demolition.

A site assessment with council resulted in 4 test pits being excavated in the areas considered most likely to contain fill from early works on the site. Test pit results confirmed the interviews in that only building rubble such as bricks, plastic, concrete, wire / electrical cables and steel reinforcement were detected. No contaminants that would cause ongoing risk to the environment were located, including asbestos.

A preliminary CSM (table 5) was constructed. A risk assessment was then conducted according to the principles and methodology contained within the NEPM found no current risk to both human health due to the development or previous activities on the site.

Results of the baseline water sampling program upstream and downstream of the property within the Hamilton Rivulet determined only zinc was above ANZECC guidelines at the downstream location, which presents minor risk to ecological receptors within the creek. This is identified in the final conceptual site model (table 10). pH levels were more alkaline at the downstream location (field test), indicating impacts were occurring because of the waste materials in the rivulet. No other contaminants of concern were significantly different at the downstream location when compared to upstream. Trends will be able to be identified during the water monitoring program.

18 Recommendations

To reduce the likelihood of contaminants of concern leaching into the Hamilton Rivulet ES&D recommends;

- Ensuring the Hamilton Rivulet bypasses the uncontrolled fill material within the property. The creek will need to be clay lined and have adequate capacity as per E6.2.1 d i) of the Central Coast Interim Planning Scheme 2013.
- The creek flow needs to be managed from the eastern extent of the fill to the western extent, to avoid contact with any fill material.
- To prevent water washing onto the contaminated area and washing into the creek, a civil engineered cover / capping, battering and surface water flow design will be implemented during the development.
- Measures to minimise erosion and release of sediments, including leaching of contaminants will need to be implemented in accordance with Soil and Water Management on Building and Construction Sites 2009 (as per E4 Change in Ground Level Code). This will need to be completed prior to any development and in association with the creek realignment and during the capping/contouring process. Temporary sediment and erosion control measures should be installed prior to winter 2019 to avoid potential runoff issues. A sediment control plan will need to be produced.
- ES&D propose additional water monitoring in 12 months, 3 years and 6 years from the date of the baseline sampling.

Table 10: Final Conceptual Site Model

Contamination Source	COPC	Pathway	Receptor
Uncontrolled Fill	<ul style="list-style-type: none"> ● Heavy metals ● Total Petroleum Hydrocarbons (TPH) ● Total Recoverable Hydrocarbons (TRH) ● BTEXN ● Sediment load ● Total Nitrogen ● Total Phosphorus ● Sodium ● PCB's ● Chloride 	<ul style="list-style-type: none"> ● Vapour inhalation of COPC in surface soils 	<ul style="list-style-type: none"> ● NO RECEPTORS
	<ul style="list-style-type: none"> ● Heavy metals ● Total Petroleum Hydrocarbons (TPH) ● Total Recoverable Hydrocarbons (TRH) ● BTEXN ● Sediment load ● Total Nitrogen ● Total Phosphorus ● Sodium ● PCB's ● Chloride 	<ul style="list-style-type: none"> ● Dermal contact/ingestion of COPC in surface soils 	<ul style="list-style-type: none"> ● NO RECEPTORS
	<ul style="list-style-type: none"> ● Heavy metals ● Total Petroleum Hydrocarbons (TPH) ● Total Recoverable Hydrocarbons (TRH) ● BTEXN ● Sediment load ● Total Nitrogen ● Total Phosphorus ● Sodium ● PCB's ● Chloride 	<ul style="list-style-type: none"> ● Migration into soil and groundwater and subsequent ingestion/dermal contact or inhalation of COPC 	<ul style="list-style-type: none"> ● Future risk to ecological receptors in Hamilton Rivulet/Forth River – water monitoring program and erosion/sediment control plan implemented

19 Limitations

ES&D has prepared this report in accordance with the care and thoroughness of the consulting profession for PDA Surveyors. It was based on accepted practices and standards at the time it was prepared. No other warranty, expressed or implied, is made as to the professional advice included in this report. It is prepared in accordance with the scope of work and for the purpose outlined.

This report was prepared during May 2018 and March 2019 and is based on the conditions encountered and information reviewed at the time of preparation. ES&D disclaims the responsibility for any changes that may have occurred after this time.

This report should be read in full. No responsibility is accepted for any use of any part of this report in any other context or for any other purpose or by third parties. This report does not purport to give legal advice.

Subsurface conditions can vary across a site and cannot be explicitly defined by these investigations. It is unlikely therefore that the results and estimations expressed in this report will represent the extreme conditions within the site.

The information in this report is accurate at the date of issue and is in accordance with conditions at the site at the dates sampled.

This document and the information contained herein should only be regarded as validly representing the site conditions at the time of the investigation unless otherwise explicitly stated in a preceding section of the report.

No warranty or guarantee of property conditions is given or intended.

References

Central Coast Interim Planning Scheme 2013.

National Environmental Protection (Assessment of Site Contamination) Measure, *Guideline on the Investigation Levels for Soil and Groundwater*, Schedule B (1), (1999) as amended 2013.

Land Information System Tasmania (the List): www.thelist.tas.gov.au.

Department of Primary Industries, Parks, Water and Environment (DPIPWE) Groundwater Information Access Portal: <http://wrt.tas.gov.au/groundwater-info/>.

AS 5667.1:1998, Guidance on the design of sampling programs, sampling techniques and the preservation and handling of samples.

The Australian and New Zealand Guidelines for Fresh and Marine Water and Marine Waters (ANZECC, 2000)

Appendices

Appendix 1 - NATA Laboratory Results

CERTIFICATE OF ANALYSIS

Work Order	: EM1807610	Page	: 1 of 6
Amendment	: 1	Laboratory	: Environmental Division Melbourne
Client	: ENVIRONMENTAL SERVICE AND DESIGN PTY LTD	Contact	: Shirley LeCornu
Contact	: MR ROD COOPER	Address	: 4 Westall Rd Springvale VIC Australia 3171
Address	: 80 MINNA ROAD PO BOX 651 HEYBRIDGE TASMANIA, AUSTRALIA 7316	Telephone	: +61-3-8549 9630
Telephone	: +61 03 6431 2999	Date Samples Received	: 09-May-2018 10:45
Project	: 6225 491 Forth Road, Forth	Date Analysis Commenced	: 10-May-2018
Order number	:	Issue Date	: 15-May-2018 17:40
C-O-C number	: ----		
Sampler	: SS		
Site	: ----		
Quote number	: EN/222/17		
No. of samples received	: 3		
No. of samples analysed	: 3		



Accreditation No. 825
Accredited for compliance with
ISO/IEC 17025 - Testing

This report supersedes any previous report(s) with this reference. Results apply to the sample(s) as submitted. This document shall not be reproduced, except in full.

This Certificate of Analysis contains the following information:

- General Comments
- Analytical Results
- Surrogate Control Limits

Additional information pertinent to this report will be found in the following separate attachments: Quality Control Report, QA/QC Compliance Assessment to assist with Quality Review and Sample Receipt Notification.

Signatories

This document has been electronically signed by the authorized signatories below. Electronic signing is carried out in compliance with procedures specified in 21 CFR Part 11.

<i>Signatories</i>	<i>Position</i>	<i>Accreditation Category</i>
Dilani Fernando	Senior Inorganic Chemist	Melbourne Inorganics, Springvale, VIC
Nikki Stepniewski	Senior Inorganic Instrument Chemist	Melbourne Inorganics, Springvale, VIC
Xing Lin	Senior Organic Chemist	Melbourne Organics, Springvale, VIC



General Comments

The analytical procedures used by the Environmental Division have been developed from established internationally recognized procedures such as those published by the USEPA, APHA, AS and NEPM. In house developed procedures are employed in the absence of documented standards or by client request.

Where moisture determination has been performed, results are reported on a dry weight basis.

Where a reported less than (<) result is higher than the LOR, this may be due to primary sample extract/digestate dilution and/or insufficient sample for analysis.

Where the LOR of a reported result differs from standard LOR, this may be due to high moisture content, insufficient sample (reduced weight employed) or matrix interference.

When sampling time information is not provided by the client, sampling dates are shown without a time component. In these instances, the time component has been assumed by the laboratory for processing purposes.

Where a result is required to meet compliance limits the associated uncertainty must be considered. Refer to the ALS Contact for details.

Key : CAS Number = CAS registry number from database maintained by Chemical Abstracts Services. The Chemical Abstracts Service is a division of the American Chemical Society.
LOR = Limit of reporting
^ = This result is computed from individual analyte detections at or above the level of reporting
ø = ALS is not NATA accredited for these tests.
~ = Indicates an estimated value.

- Amendment (15/05/2018): This report has been amended as a result of misinterpretation of sample dates. All analysis results are as per the previous report
- ED045G: The presence of thiocyanate can positively contribute to the chloride result, thereby may bias results higher than expected. Results should be scrutinised accordingly.



Analytical Results

Sub-Matrix: WATER (Matrix: WATER)				Client sample ID				
				6619	6620	6621	----	----
Client sampling date / time				08-May-2018 13:00	08-May-2018 13:10	08-May-2018 13:10	----	----
Compound	CAS Number	LOR	Unit	EM1807610-001	EM1807610-002	EM1807610-003	-----	-----
				Result	Result	Result	----	----
EA005P: pH by PC Titrator								
pH Value	----	0.01	pH Unit	6.85	6.90	7.20	----	----
EA010P: Conductivity by PC Titrator								
Electrical Conductivity @ 25°C	----	1	µS/cm	197	225	234	----	----
EA025: Total Suspended Solids dried at 104 ± 2°C								
Suspended Solids (SS)	----	5	mg/L	62	24	30	----	----
EA045: Turbidity								
Turbidity	----	0.1	NTU	33.4	21.8	24.4	----	----
ED037P: Alkalinity by PC Titrator								
Hydroxide Alkalinity as CaCO3	DMO-210-001	1	mg/L	<1	<1	----	----	----
Carbonate Alkalinity as CaCO3	3812-32-6	1	mg/L	<1	<1	----	----	----
Bicarbonate Alkalinity as CaCO3	71-52-3	1	mg/L	10	22	----	----	----
Total Alkalinity as CaCO3	----	1	mg/L	10	22	----	----	----
ED041G: Sulfate (Turbidimetric) as SO4 2- by DA								
Sulfate as SO4 - Turbidimetric	14808-79-8	1	mg/L	4	13	----	----	----
ED045G: Chloride by Discrete Analyser								
Chloride	16887-00-6	1	mg/L	27	49	----	----	----
ED093F: Dissolved Major Cations								
Calcium	7440-70-2	1	mg/L	2	8	----	----	----
Sodium	7440-23-5	1	mg/L	16	21	----	----	----
EG020F: Dissolved Metals by ICP-MS								
Arsenic	7440-38-2	0.001	mg/L	<0.001	<0.001	<0.001	----	----
Cadmium	7440-43-9	0.0001	mg/L	<0.0001	<0.0001	<0.0001	----	----
Chromium	7440-47-3	0.001	mg/L	<0.001	<0.001	<0.001	----	----
Copper	7440-50-8	0.001	mg/L	0.002	<0.001	<0.001	----	----
Lead	7439-92-1	0.001	mg/L	<0.001	<0.001	<0.001	----	----
Manganese	7439-96-5	0.001	mg/L	0.173	0.087	0.087	----	----
Nickel	7440-02-0	0.001	mg/L	0.002	<0.001	<0.001	----	----
Zinc	7440-66-6	0.005	mg/L	0.005	0.020	0.023	----	----
Iron	7439-89-6	0.05	mg/L	0.38	0.08	0.08	----	----
EG020T: Total Metals by ICP-MS								
Arsenic	7440-38-2	0.001	mg/L	<0.001	<0.001	<0.001	----	----
Cadmium	7440-43-9	0.0001	mg/L	<0.0001	<0.0001	<0.0001	----	----
Chromium	7440-47-3	0.001	mg/L	0.004	0.005	0.004	----	----
Copper	7440-50-8	0.001	mg/L	0.002	0.001	<0.001	----	----



Analytical Results

Sub-Matrix: WATER (Matrix: WATER)				Client sample ID	6619	6620	6621	----	----
Client sampling date / time				08-May-2018 13:00	08-May-2018 13:10	08-May-2018 13:10	----	----	
Compound	CAS Number	LOR	Unit	EM1807610-001	EM1807610-002	EM1807610-003	-----	-----	
				Result	Result	Result	----	----	
EG020T: Total Metals by ICP-MS - Continued									
Lead	7439-92-1	0.001	mg/L	<0.001	0.001	<0.001	----	----	
Manganese	7439-96-5	0.001	mg/L	0.302	0.206	0.178	----	----	
Nickel	7440-02-0	0.001	mg/L	0.006	0.004	0.004	----	----	
Zinc	7440-66-6	0.005	mg/L	0.008	0.024	0.028	----	----	
Iron	7439-89-6	0.05	mg/L	2.72	2.02	1.56	----	----	
EK059G: Nitrite plus Nitrate as N (NOx) by Discrete Analyser									
Nitrite + Nitrate as N	----	0.01	mg/L	5.74	7.33	----	----	----	
EK061G: Total Kjeldahl Nitrogen By Discrete Analyser									
Total Kjeldahl Nitrogen as N	----	0.1	mg/L	0.6	0.6	----	----	----	
EK062G: Total Nitrogen as N (TKN + NOx) by Discrete Analyser									
^ Total Nitrogen as N	----	0.1	mg/L	6.3	7.9	----	----	----	
EK067G: Total Phosphorus as P by Discrete Analyser									
Total Phosphorus as P	----	0.01	mg/L	0.38	0.06	----	----	----	
EP066: Polychlorinated Biphenyls (PCB)									
Total Polychlorinated biphenyls	----	1	µg/L	<1	<1	----	----	----	
EP080/071: Total Petroleum Hydrocarbons									
C6 - C9 Fraction	----	20	µg/L	<20	<20	<20	----	----	
C10 - C14 Fraction	----	50	µg/L	<50	<50	<50	----	----	
C15 - C28 Fraction	----	100	µg/L	<100	<100	<100	----	----	
C29 - C36 Fraction	----	50	µg/L	<50	<50	<50	----	----	
^ C10 - C36 Fraction (sum)	----	50	µg/L	<50	<50	<50	----	----	
EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions									
C6 - C10 Fraction	C6_C10	20	µg/L	<20	<20	<20	----	----	
^ C6 - C10 Fraction minus BTEX (F1)	C6_C10-BTEX	20	µg/L	<20	<20	<20	----	----	
>C10 - C16 Fraction	----	100	µg/L	<100	<100	<100	----	----	
>C16 - C34 Fraction	----	100	µg/L	<100	<100	<100	----	----	
>C34 - C40 Fraction	----	100	µg/L	<100	<100	<100	----	----	
^ >C10 - C40 Fraction (sum)	----	100	µg/L	<100	<100	<100	----	----	
^ >C10 - C16 Fraction minus Naphthalene (F2)	----	100	µg/L	<100	<100	<100	----	----	
EP080: BTEXN									
Benzene	71-43-2	1	µg/L	<1	<1	<1	----	----	
Toluene	108-88-3	2	µg/L	<2	<2	<2	----	----	



Analytical Results

Sub-Matrix: WATER (Matrix: WATER)				Client sample ID	6619	6620	6621	----	----
Client sampling date / time				08-May-2018 13:00	08-May-2018 13:10	08-May-2018 13:10	----	----	
Compound	CAS Number	LOR	Unit	EM1807610-001	EM1807610-002	EM1807610-003	-----	-----	
				Result	Result	Result	----	----	
EP080: BTEXN - Continued									
Ethylbenzene	100-41-4	2	µg/L	<2	<2	<2	----	----	
meta- & para-Xylene	108-38-3 106-42-3	2	µg/L	<2	<2	<2	----	----	
ortho-Xylene	95-47-6	2	µg/L	<2	<2	<2	----	----	
^ Total Xylenes	----	2	µg/L	<2	<2	<2	----	----	
^ Sum of BTEX	----	1	µg/L	<1	<1	<1	----	----	
Naphthalene	91-20-3	5	µg/L	<5	<5	<5	----	----	
EP066S: PCB Surrogate									
Decachlorobiphenyl	2051-24-3	1	%	78.7	77.0	----	----	----	
EP080S: TPH(V)/BTEX Surrogates									
1,2-Dichloroethane-D4	17060-07-0	2	%	89.9	95.8	94.9	----	----	
Toluene-D8	2037-26-5	2	%	76.9	88.0	84.3	----	----	
4-Bromofluorobenzene	460-00-4	2	%	89.9	94.0	91.4	----	----	



Surrogate Control Limits

Sub-Matrix: WATER		Recovery Limits (%)	
Compound	CAS Number	Low	High
EP066S: PCB Surrogate			
Decachlorobiphenyl	2051-24-3	41	125
EP080S: TPH(V)/BTEX Surrogates			
1,2-Dichloroethane-D4	17060-07-0	73	129
Toluene-D8	2037-26-5	70	125
4-Bromofluorobenzene	460-00-4	71	129

QUALITY CONTROL REPORT

Work Order	: EM1807610	Page	: 1 of 8
Amendment	: 1		
Client	: ENVIRONMENTAL SERVICE AND DESIGN PTY LTD	Laboratory	: Environmental Division Melbourne
Contact	: MR ROD COOPER	Contact	: Shirley LeCornu
Address	: 80 MINNA ROAD PO BOX 651 HEYBRIDGE TASMANIA, AUSTRALIA 7316	Address	: 4 Westall Rd Springvale VIC Australia 3171
Telephone	: +61 03 6431 2999	Telephone	: +61-3-8549 9630
Project	: 6225 491 Forth Road, Forth	Date Samples Received	: 09-May-2018
Order number	:	Date Analysis Commenced	: 10-May-2018
C-O-C number	: ----	Issue Date	: 15-May-2018
Sampler	: SS		
Site	: ----		
Quote number	: EN/222/17		
No. of samples received	: 3		
No. of samples analysed	: 3		



Accreditation No. 825
Accredited for compliance with
ISO/IEC 17025 - Testing

This report supersedes any previous report(s) with this reference. Results apply to the sample(s) as submitted. This document shall not be reproduced, except in full.

This Quality Control Report contains the following information:

- Laboratory Duplicate (DUP) Report; Relative Percentage Difference (RPD) and Acceptance Limits
- Method Blank (MB) and Laboratory Control Spike (LCS) Report; Recovery and Acceptance Limits
- Matrix Spike (MS) Report; Recovery and Acceptance Limits

Signatories

This document has been electronically signed by the authorized signatories below. Electronic signing is carried out in compliance with procedures specified in 21 CFR Part 11.

<i>Signatories</i>	<i>Position</i>	<i>Accreditation Category</i>
Dilani Fernando	Senior Inorganic Chemist	Melbourne Inorganics, Springvale, VIC
Nikki Stepniewski	Senior Inorganic Instrument Chemist	Melbourne Inorganics, Springvale, VIC
Xing Lin	Senior Organic Chemist	Melbourne Organics, Springvale, VIC



General Comments

The analytical procedures used by the Environmental Division have been developed from established internationally recognized procedures such as those published by the USEPA, APHA, AS and NEPM. In house developed procedures are employed in the absence of documented standards or by client request.

Where moisture determination has been performed, results are reported on a dry weight basis.

Where a reported less than (<) result is higher than the LOR, this may be due to primary sample extract/digestate dilution and/or insufficient sample for analysis. Where the LOR of a reported result differs from standard LOR, this may be due to high

Key :
 Anonymous = Refers to samples which are not specifically part of this work order but formed part of the QC process lot
 CAS Number = CAS registry number from database maintained by Chemical Abstracts Services. The Chemical Abstracts Service is a division of the American Chemical Society.
 LOR = Limit of reporting
 RPD = Relative Percentage Difference
 # = Indicates failed QC

Laboratory Duplicate (DUP) Report

The quality control term Laboratory Duplicate refers to a randomly selected intralaboratory split. Laboratory duplicates provide information regarding method precision and sample heterogeneity. The permitted ranges for the Relative Percent Deviation (RPD) of Laboratory Duplicates are specified in ALS Method QWI-EN/38 and are dependent on the magnitude of results in comparison to the level of reporting: Result < 10 times LOR: No Limit; Result between 10 and 20 times LOR: 0% - 50%; Result > 20 times LOR: 0% - 20%.

Sub-Matrix: **WATER**

				Laboratory Duplicate (DUP) Report					
Laboratory sample ID	Client sample ID	Method: Compound	CAS Number	LOR	Unit	Original Result	Duplicate Result	RPD (%)	Recovery Limits (%)
EA005P: pH by PC Titrator (QC Lot: 1628932)									
EM1807593-001	Anonymous	EA005-P: pH Value	----	0.01	pH Unit	6.30	6.45	2.35	0% - 20%
EM1807610-001	6619	EA005-P: pH Value	----	0.01	pH Unit	6.85	6.70	2.21	0% - 20%
EA010P: Conductivity by PC Titrator (QC Lot: 1628930)									
EM1807592-001	Anonymous	EA010-P: Electrical Conductivity @ 25°C	----	1	µS/cm	146	146	0.00	0% - 20%
EM1807610-001	6619	EA010-P: Electrical Conductivity @ 25°C	----	1	µS/cm	197	197	0.00	0% - 20%
EA025: Total Suspended Solids dried at 104 ± 2°C (QC Lot: 1630677)									
EM1807610-001	6619	EA025H: Suspended Solids (SS)	----	5	mg/L	62	64	3.20	0% - 50%
EA045: Turbidity (QC Lot: 1630609)									
EM1807520-009	Anonymous	EA045: Turbidity	----	0.1	NTU	62.0	63.1	1.76	0% - 20%
EM1807601-002	Anonymous	EA045: Turbidity	----	0.1	NTU	16.6	19.6	16.6	0% - 20%
ED037P: Alkalinity by PC Titrator (QC Lot: 1628931)									
EM1807593-001	Anonymous	ED037-P: Hydroxide Alkalinity as CaCO ₃	DMO-210-001	1	mg/L	<1	<1	0.00	No Limit
		ED037-P: Carbonate Alkalinity as CaCO ₃	3812-32-6	1	mg/L	<1	<1	0.00	No Limit
		ED037-P: Bicarbonate Alkalinity as CaCO ₃	71-52-3	1	mg/L	126	138	9.60	0% - 20%
		ED037-P: Total Alkalinity as CaCO ₃	----	1	mg/L	126	138	9.60	0% - 20%
EM1807610-001	6619	ED037-P: Hydroxide Alkalinity as CaCO ₃	DMO-210-001	1	mg/L	<1	<1	0.00	No Limit
		ED037-P: Carbonate Alkalinity as CaCO ₃	3812-32-6	1	mg/L	<1	<1	0.00	No Limit
		ED037-P: Bicarbonate Alkalinity as CaCO ₃	71-52-3	1	mg/L	10	10	0.00	0% - 50%
		ED037-P: Total Alkalinity as CaCO ₃	----	1	mg/L	10	10	0.00	0% - 50%
ED041G: Sulfate (Turbidimetric) as SO₄ 2- by DA (QC Lot: 1629229)									
EM1807592-008	Anonymous	ED041G: Sulfate as SO ₄ - Turbidimetric	14808-79-8	1	mg/L	30	35	14.4	0% - 20%
EM1807593-008	Anonymous	ED041G: Sulfate as SO ₄ - Turbidimetric	14808-79-8	1	mg/L	5880	5860	0.286	0% - 20%
ED045G: Chloride by Discrete Analyser (QC Lot: 1629230)									
EM1807593-005	Anonymous	ED045G: Chloride	16887-00-6	1	mg/L	36200	36400	0.618	0% - 20%



Sub-Matrix: WATER				Laboratory Duplicate (DUP) Report					
Laboratory sample ID	Client sample ID	Method: Compound	CAS Number	LOR	Unit	Original Result	Duplicate Result	RPD (%)	Recovery Limits (%)
ED045G: Chloride by Discrete Analyser (QC Lot: 1629230) - continued									
EM1807617-002	Anonymous	ED045G: Chloride	16887-00-6	1	mg/L	5230	5160	1.39	0% - 20%
ED093F: Dissolved Major Cations (QC Lot: 1630095)									
EM1807567-001	Anonymous	ED093F: Calcium	7440-70-2	1	mg/L	141	134	5.05	0% - 20%
		ED093F: Sodium	7440-23-5	1	mg/L	1580	1600	0.925	0% - 20%
EM1807601-002	Anonymous	ED093F: Calcium	7440-70-2	1	mg/L	6	5	0.00	No Limit
		ED093F: Sodium	7440-23-5	1	mg/L	18	17	0.00	0% - 50%
EG020F: Dissolved Metals by ICP-MS (QC Lot: 1630094)									
EM1807600-001	Anonymous	EG020A-F: Cadmium	7440-43-9	0.0001	mg/L	<0.0001	<0.0001	0.00	No Limit
		EG020A-F: Arsenic	7440-38-2	0.001	mg/L	<0.001	<0.001	0.00	No Limit
		EG020A-F: Chromium	7440-47-3	0.001	mg/L	<0.001	<0.001	0.00	No Limit
		EG020A-F: Copper	7440-50-8	0.001	mg/L	<0.001	<0.001	0.00	No Limit
		EG020A-F: Lead	7439-92-1	0.001	mg/L	<0.001	<0.001	0.00	No Limit
		EG020A-F: Manganese	7439-96-5	0.001	mg/L	0.112	0.113	0.00	0% - 20%
		EG020A-F: Nickel	7440-02-0	0.001	mg/L	0.021	0.021	0.00	0% - 20%
		EG020A-F: Zinc	7440-66-6	0.005	mg/L	<0.005	<0.005	0.00	No Limit
EM1807211-019	Anonymous	EG020A-F: Iron	7439-89-6	0.05	mg/L	<0.05	<0.05	0.00	No Limit
		EG020A-F: Cadmium	7440-43-9	0.0001	mg/L	<0.0001	<0.0001	0.00	No Limit
		EG020A-F: Arsenic	7440-38-2	0.001	mg/L	0.001	0.001	0.00	No Limit
		EG020A-F: Chromium	7440-47-3	0.001	mg/L	<0.001	<0.001	0.00	No Limit
		EG020A-F: Copper	7440-50-8	0.001	mg/L	0.004	0.004	0.00	No Limit
		EG020A-F: Lead	7439-92-1	0.001	mg/L	<0.001	<0.001	0.00	No Limit
		EG020A-F: Manganese	7439-96-5	0.001	mg/L	0.024	0.022	7.29	0% - 20%
		EG020A-F: Nickel	7440-02-0	0.001	mg/L	0.002	0.001	0.00	No Limit
EM1807515-005	Anonymous	EG020A-T: Zinc	7440-66-6	0.005	mg/L	0.008	0.006	30.4	No Limit
		EG020A-T: Iron	7439-89-6	0.05	mg/L	<0.05	<0.05	0.00	No Limit
		EG020A-T: Cadmium	7440-43-9	0.0001	mg/L	<0.0001	<0.0001	0.00	No Limit
		EG020A-T: Arsenic	7440-38-2	0.001	mg/L	<0.001	<0.001	0.00	No Limit
		EG020A-T: Chromium	7440-47-3	0.001	mg/L	<0.001	0.002	0.00	No Limit
		EG020A-T: Copper	7440-50-8	0.001	mg/L	<0.001	0.003	86.5	No Limit
		EG020A-T: Lead	7439-92-1	0.001	mg/L	<0.001	<0.001	0.00	No Limit
		EG020A-T: Manganese	7439-96-5	0.001	mg/L	<0.001	0.002	72.5	No Limit
EM1807592-004	Anonymous	EG020A-T: Nickel	7440-02-0	0.001	mg/L	<0.001	<0.001	0.00	No Limit
		EG020A-T: Zinc	7440-66-6	0.005	mg/L	<0.005	<0.005	0.00	No Limit
		EG020A-T: Iron	7439-89-6	0.05	mg/L	0.12	0.14	14.9	No Limit
		EG020A-T: Cadmium	7440-43-9	0.0001	mg/L	0.0003	0.0003	0.00	No Limit
		EG020A-T: Arsenic	7440-38-2	0.001	mg/L	0.011	0.010	9.40	0% - 50%
		EG020A-T: Chromium	7440-47-3	0.001	mg/L	0.002	0.001	0.00	No Limit
		EG020A-T: Copper	7440-50-8	0.001	mg/L	0.019	0.016	16.7	0% - 50%
		EG020A-T: Lead	7439-92-1	0.001	mg/L	0.048	0.042	13.5	0% - 20%



Sub-Matrix: **WATER**

				Laboratory Duplicate (DUP) Report						
Laboratory sample ID	Client sample ID	Method: Compound	CAS Number	LOR	Unit	Original Result	Duplicate Result	RPD (%)	Recovery Limits (%)	
EG020T: Total Metals by ICP-MS (QC Lot: 1633184) - continued										
EM1807592-004	Anonymous	EG020A-T: Manganese	7439-96-5	0.001	mg/L	0.503	0.508	0.952	0% - 20%	
		EG020A-T: Nickel	7440-02-0	0.001	mg/L	0.013	0.013	0.00	0% - 50%	
		EG020A-T: Zinc	7440-66-6	0.005	mg/L	0.280	0.267	4.81	0% - 20%	
		EG020A-T: Iron	7439-89-6	0.05	mg/L	6.48	6.30	2.84	0% - 20%	
EK059G: Nitrite plus Nitrate as N (NOx) by Discrete Analyser (QC Lot: 1632749)										
EM1807622-001	Anonymous	EK059G: Nitrite + Nitrate as N	----	0.01	mg/L	0.02	0.01	0.00	No Limit	
EM1807593-007	Anonymous	EK059G: Nitrite + Nitrate as N	----	0.01	mg/L	0.02	0.01	0.00	No Limit	
EK061G: Total Kjeldahl Nitrogen By Discrete Analyser (QC Lot: 1629984)										
EM1807610-002	6620	EK061G: Total Kjeldahl Nitrogen as N	----	0.1	mg/L	0.6	0.9	43.2	No Limit	
EM1807622-009	Anonymous	EK061G: Total Kjeldahl Nitrogen as N	----	0.1	mg/L	0.4	0.4	0.00	No Limit	
EK067G: Total Phosphorus as P by Discrete Analyser (QC Lot: 1629983)										
EM1807592-001	Anonymous	EK067G: Total Phosphorus as P	----	0.01	mg/L	0.08	0.09	15.0	No Limit	
EK067G: Total Phosphorus as P by Discrete Analyser (QC Lot: 1629985)										
EM1807610-002	6620	EK067G: Total Phosphorus as P	----	0.01	mg/L	0.06	0.05	29.7	No Limit	
EM1807622-009	Anonymous	EK067G: Total Phosphorus as P	----	0.01	mg/L	0.08	0.05	46.4	No Limit	
EP080/071: Total Petroleum Hydrocarbons (QC Lot: 1630871)										
EM1807582-011	Anonymous	EP080: C6 - C9 Fraction	----	20	µg/L	<20	<20	0.00	No Limit	
EM1807624-002	Anonymous	EP080: C6 - C9 Fraction	----	20	µg/L	<20	<20	0.00	No Limit	
EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions (QC Lot: 1630871)										
EM1807582-011	Anonymous	EP080: C6 - C10 Fraction	C6_C10	20	µg/L	<20	<20	0.00	No Limit	
EM1807624-002	Anonymous	EP080: C6 - C10 Fraction	C6_C10	20	µg/L	<20	<20	0.00	No Limit	
EP080: BTEXN (QC Lot: 1630871)										
EM1807582-011	Anonymous	EP080: Benzene	71-43-2	1	µg/L	<1	<1	0.00	No Limit	
		EP080: Toluene	108-88-3	2	µg/L	<2	<2	0.00	No Limit	
		EP080: Ethylbenzene	100-41-4	2	µg/L	<2	<2	0.00	No Limit	
		EP080: meta- & para-Xylene	108-38-3	2	µg/L	<2	<2	0.00	No Limit	
			106-42-3							
		EP080: ortho-Xylene	95-47-6	2	µg/L	<2	<2	0.00	No Limit	
EM1807624-002	Anonymous	EP080: Naphthalene	91-20-3	5	µg/L	<5	<5	0.00	No Limit	
		EP080: Benzene	71-43-2	1	µg/L	<1	<1	0.00	No Limit	
		EP080: Toluene	108-88-3	2	µg/L	<2	<2	0.00	No Limit	
		EP080: Ethylbenzene	100-41-4	2	µg/L	<2	<2	0.00	No Limit	
		EP080: meta- & para-Xylene	108-38-3	2	µg/L	<2	<2	0.00	No Limit	
			106-42-3							
EP080: ortho-Xylene	95-47-6	2	µg/L	<2	<2	0.00	No Limit			
EP080: Naphthalene	91-20-3	5	µg/L	<5	<5	0.00	No Limit			



Method Blank (MB) and Laboratory Control Spike (LCS) Report

The quality control term Method / Laboratory Blank refers to an analyte free matrix to which all reagents are added in the same volumes or proportions as used in standard sample preparation. The purpose of this QC parameter is to monitor potential laboratory contamination. The quality control term Laboratory Control Spike (LCS) refers to a certified reference material, or a known interference free matrix spiked with target analytes. The purpose of this QC parameter is to monitor method precision and accuracy independent of sample matrix. Dynamic Recovery Limits are based on statistical evaluation of processed LCS.

Sub-Matrix: **WATER**

Method: Compound	CAS Number	LOR	Unit	Method Blank (MB) Report	Laboratory Control Spike (LCS) Report				
				Result	Spike Concentration	Spike Recovery (%)		Recovery Limits (%)	
						LCS	Low	High	
EA010P: Conductivity by PC Titrator (QCLot: 1628930)									
EA010-P: Electrical Conductivity @ 25°C	----	1	µS/cm	<1	1412 µS/cm	102	85	119	
EA025: Total Suspended Solids dried at 104 ± 2°C (QCLot: 1630677)									
EA025H: Suspended Solids (SS)	----	5	mg/L	<5	150 mg/L	109	90	109	
				<5	1000 mg/L	103	90	109	
EA045: Turbidity (QCLot: 1630609)									
EA045: Turbidity	----	0.1	NTU	<0.1	40 NTU	98.0	92	106	
ED037P: Alkalinity by PC Titrator (QCLot: 1628931)									
ED037-P: Total Alkalinity as CaCO3	----	----	mg/L	----	200 mg/L	93.8	88	109	
ED041G: Sulfate (Turbidimetric) as SO4 2- by DA (QCLot: 1629229)									
ED041G: Sulfate as SO4 - Turbidimetric	14808-79-8	1	mg/L	<1	25 mg/L	93.1	92	115	
				<1	100 mg/L	105	92	115	
ED045G: Chloride by Discrete Analyser (QCLot: 1629230)									
ED045G: Chloride	16887-00-6	1	mg/L	<1	10 mg/L	104	88	118	
				<1	1000 mg/L	107	88	118	
ED093F: Dissolved Major Cations (QCLot: 1630095)									
ED093F: Calcium	7440-70-2	1	mg/L	<1	5 mg/L	101	93	110	
ED093F: Sodium	7440-23-5	1	mg/L	<1	50 mg/L	99.4	90	109	
EG020F: Dissolved Metals by ICP-MS (QCLot: 1630094)									
EG020A-F: Arsenic	7440-38-2	0.001	mg/L	<0.001	0.1 mg/L	102	91	107	
EG020A-F: Cadmium	7440-43-9	0.0001	mg/L	<0.0001	0.1 mg/L	99.7	84	104	
EG020A-F: Chromium	7440-47-3	0.001	mg/L	<0.001	0.1 mg/L	93.0	83	103	
EG020A-F: Copper	7440-50-8	0.001	mg/L	<0.001	0.1 mg/L	99.2	82	103	
EG020A-F: Lead	7439-92-1	0.001	mg/L	<0.001	0.1 mg/L	101	83	105	
EG020A-F: Manganese	7439-96-5	0.001	mg/L	<0.001	0.1 mg/L	97.3	83	105	
EG020A-F: Nickel	7440-02-0	0.001	mg/L	<0.001	0.1 mg/L	103	82	106	
EG020A-F: Zinc	7440-66-6	0.005	mg/L	<0.005	0.1 mg/L	101	85	109	
EG020A-F: Iron	7439-89-6	0.05	mg/L	<0.05	0.5 mg/L	103	94	106	
EG020T: Total Metals by ICP-MS (QCLot: 1633184)									
EG020A-T: Arsenic	7440-38-2	0.001	mg/L	<0.001	0.1 mg/L	99.9	90	110	
EG020A-T: Cadmium	7440-43-9	0.0001	mg/L	<0.0001	0.1 mg/L	98.0	86	111	
EG020A-T: Chromium	7440-47-3	0.001	mg/L	<0.001	0.1 mg/L	95.7	87	109	
EG020A-T: Copper	7440-50-8	0.001	mg/L	<0.001	0.1 mg/L	95.4	87	108	
EG020A-T: Lead	7439-92-1	0.001	mg/L	<0.001	0.1 mg/L	99.2	88	109	



Sub-Matrix: WATER

Method: Compound	CAS Number	LOR	Unit	Method Blank (MB) Report	Laboratory Control Spike (LCS) Report			
				Result	Spike Concentration	Spike Recovery (%)	Recovery Limits (%)	
					LCS	Low	High	
EG020T: Total Metals by ICP-MS (QCLot: 1633184) - continued								
EG020A-T: Manganese	7439-96-5	0.001	mg/L	<0.001	0.1 mg/L	97.3	88	111
EG020A-T: Nickel	7440-02-0	0.001	mg/L	<0.001	0.1 mg/L	98.0	87	111
EG020A-T: Zinc	7440-66-6	0.005	mg/L	<0.005	0.1 mg/L	98.2	87	113
EG020A-T: Iron	7439-89-6	0.05	mg/L	<0.05	0.5 mg/L	98.8	80	120
EK059G: Nitrite plus Nitrate as N (NOx) by Discrete Analyser (QCLot: 1632749)								
EK059G: Nitrite + Nitrate as N	----	0.01	mg/L	<0.01	0.5 mg/L	113	89	114
EK061G: Total Kjeldahl Nitrogen By Discrete Analyser (QCLot: 1629984)								
EK061G: Total Kjeldahl Nitrogen as N	----	0.1	mg/L	<0.1	5 mg/L	79.7	70	117
EK067G: Total Phosphorus as P by Discrete Analyser (QCLot: 1629983)								
EK067G: Total Phosphorus as P	----	0.01	mg/L	<0.01	2.21 mg/L	85.0	70	120
EK067G: Total Phosphorus as P by Discrete Analyser (QCLot: 1629985)								
EK067G: Total Phosphorus as P	----	0.01	mg/L	<0.01	2.21 mg/L	109	70	120
EP066: Polychlorinated Biphenyls (PCB) (QCLot: 1629007)								
EP066: Total Polychlorinated biphenyls	----	1	µg/L	<1	10 µg/L	72.6	54	132
EP080/071: Total Petroleum Hydrocarbons (QCLot: 1629005)								
EP071: C10 - C14 Fraction	----	50	µg/L	<50	4331 µg/L	91.0	58	134
EP071: C15 - C28 Fraction	----	100	µg/L	<100	16952 µg/L	96.1	60	133
EP071: C29 - C36 Fraction	----	50	µg/L	<50	8695 µg/L	95.1	54	137
EP080/071: Total Petroleum Hydrocarbons (QCLot: 1630871)								
EP080: C6 - C9 Fraction	----	20	µg/L	<20	360 µg/L	93.6	68	125
EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions (QCLot: 1629005)								
EP071: >C10 - C16 Fraction	----	100	µg/L	<100	6292 µg/L	93.2	58	122
EP071: >C16 - C34 Fraction	----	100	µg/L	<100	22143 µg/L	94.7	56	132
EP071: >C34 - C40 Fraction	----	100	µg/L	<100	1677 µg/L	100	58	137
EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions (QCLot: 1630871)								
EP080: C6 - C10 Fraction	C6_C10	20	µg/L	<20	450 µg/L	91.3	66	123
EP080: BTEXN (QCLot: 1630871)								
EP080: Benzene	71-43-2	1	µg/L	<1	20 µg/L	91.5	74	123
EP080: Toluene	108-88-3	2	µg/L	<2	20 µg/L	97.8	77	128
EP080: Ethylbenzene	100-41-4	2	µg/L	<2	20 µg/L	94.9	73	126
EP080: meta- & para-Xylene	108-38-3 106-42-3	2	µg/L	<2	40 µg/L	97.3	72	131
EP080: ortho-Xylene	95-47-6	2	µg/L	<2	20 µg/L	99.8	74	131
EP080: Naphthalene	91-20-3	5	µg/L	<5	5 µg/L	87.6	74	124

Matrix Spike (MS) Report



The quality control term Matrix Spike (MS) refers to an intralaboratory split sample spiked with a representative set of target analytes. The purpose of this QC parameter is to monitor potential matrix effects on analyte recoveries. Static Recovery Limits as per laboratory Data Quality Objectives (DQOs). Ideal recovery ranges stated may be waived in the event of sample matrix interference.

Sub-Matrix: **WATER**

Laboratory sample ID	Client sample ID	Method: Compound	CAS Number	Matrix Spike (MS) Report			
				Spike Concentration	Spike Recovery(%) MS	Recovery Limits (%)	
					Low	High	
ED041G: Sulfate (Turbidimetric) as SO4 2- by DA (QCLot: 1629229)							
EM1807592-009	Anonymous	ED041G: Sulfate as SO4 - Turbidimetric	14808-79-8	100 mg/L	# Not Determined	70	130
ED045G: Chloride by Discrete Analyser (QCLot: 1629230)							
EM1807593-006	Anonymous	ED045G: Chloride	16887-00-6	400 mg/L	82.8	70	130
EG020F: Dissolved Metals by ICP-MS (QCLot: 1630094)							
EM1807211-019	Anonymous	EG020A-F: Arsenic	7440-38-2	0.2 mg/L	104	85	131
		EG020A-F: Cadmium	7440-43-9	0.05 mg/L	90.6	81	133
		EG020A-F: Chromium	7440-47-3	0.2 mg/L	92.9	71	135
		EG020A-F: Copper	7440-50-8	0.2 mg/L	98.3	76	130
		EG020A-F: Lead	7439-92-1	0.2 mg/L	89.6	75	133
		EG020A-F: Manganese	7439-96-5	0.2 mg/L	90.3	64	134
		EG020A-F: Nickel	7440-02-0	0.2 mg/L	90.0	73	131
		EG020A-F: Zinc	7440-66-6	0.2 mg/L	89.9	75	131
EG020T: Total Metals by ICP-MS (QCLot: 1633184)							
EM1807515-005	Anonymous	EG020A-T: Arsenic	7440-38-2	1 mg/L	96.0	82	118
		EG020A-T: Cadmium	7440-43-9	0.25 mg/L	97.1	75	129
		EG020A-T: Chromium	7440-47-3	1 mg/L	89.5	80	118
		EG020A-T: Copper	7440-50-8	1 mg/L	86.5	81	115
		EG020A-T: Lead	7439-92-1	1 mg/L	92.0	83	121
		EG020A-T: Manganese	7439-96-5	1 mg/L	96.9	73	123
		EG020A-T: Nickel	7440-02-0	1 mg/L	92.3	80	118
		EG020A-T: Zinc	7440-66-6	1 mg/L	96.0	74	116
EK059G: Nitrite plus Nitrate as N (NOx) by Discrete Analyser (QCLot: 1632749)							
EM1807593-008	Anonymous	EK059G: Nitrite + Nitrate as N	----	0.5 mg/L	80.1	70	130
EK061G: Total Kjeldahl Nitrogen By Discrete Analyser (QCLot: 1629984)							
EM1807622-001	Anonymous	EK061G: Total Kjeldahl Nitrogen as N	----	5 mg/L	94.8	70	130
EK067G: Total Phosphorus as P by Discrete Analyser (QCLot: 1629985)							
EM1807622-001	Anonymous	EK067G: Total Phosphorus as P	----	1 mg/L	104	70	130
EP080/071: Total Petroleum Hydrocarbons (QCLot: 1630871)							
EM1807586-007	Anonymous	EP080: C6 - C9 Fraction	----	280 µg/L	89.3	43	125
EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions (QCLot: 1630871)							
EM1807586-007	Anonymous	EP080: C6 - C10 Fraction	C6_C10	330 µg/L	83.9	44	122
EP080: BTEXN (QCLot: 1630871)							
EM1807586-007	Anonymous	EP080: Benzene	71-43-2	20 µg/L	109	68	130

Page : 8 of 8
 Work Order : EM1807610 Amendment 1
 Client : ENVIRONMENTAL SERVICE AND DESIGN PTY LTD
 Project : 6225 491 Forth Road, Forth



Sub-Matrix: **WATER**

				<i>Matrix Spike (MS) Report</i>			
				<i>Spike</i>	<i>SpikeRecovery(%)</i>	<i>Recovery Limits (%)</i>	
<i>Laboratory sample ID</i>	<i>Client sample ID</i>	<i>Method: Compound</i>	<i>CAS Number</i>	<i>Concentration</i>	<i>MS</i>	<i>Low</i>	<i>High</i>
EP080: BTEXN (QCLot: 1630871) - continued							
EM1807586-007	Anonymous	EP080: Toluene	108-88-3	20 µg/L	109	72	132



CHAIN OF CUSTODY
 ALS Laboratory:
 Please tick ->

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CLIENT: Environmental Service & Design
OFFICE: 80 Minna Rd Heybridge
PROJECT: 6225 491 Forth Road, Forth
ORDER NUMBER:
PROJECT MANAGER: R.Cooper
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CONTACT PH: 0419 517 027
SAMPLER MOBILE: 0410124277
EDD FORMAT (or default):
 Email Reports to (will default to PM if no other addresses are listed): rooper@esandd.com.au
 Email Invoice to (will default to PM if no other addresses are listed): admin@esandd.com.au

TURNAROUND REQUIREMENTS:
 Standard TAT (List due date):
 Non Standard or urgent TAT (List due date):

ALS QUOTE NO.:

FOR LABORATORY USE ONLY (Circle)
 Category: Seal Integrity? Yes No N/A
 Free / frozen / ice blocks present upon receipt? Yes No N/A
 Random Sample Temperature on Receipt: °C

RECEIVED BY: [Signature]
DATE/TIME: 9/5, 1045

RELINQUISHED BY:
DATE/TIME:

LAB ID	SAMPLE ID	DATE / TIME	MATRIX	TYPE & PRESERVATIVE codes below	TOTAL CONTAINERS	TPH/TRH (NEPM fractions)	BTEX	pH, conductivity, turbidity, TSS,	Total Nitrogen	Sodium	Total Iron and Dissolved (Fe), Cu, Zn, Cr, Mn, Ni, Pb, Cd, As	Ca, HCO3, CO3, SO4, Cl	PCBs	ANALYSIS REQUIRED including SUITES (NB. Suite Codes must be listed to attract suite price) Where Metals are required, specify Total (unfiltered bottle required) or Dissolved (field filtered bottle required).		Additional Information
1	6619	19/04/2018 1:00:00	W	wn glass TPH, 2 BTEX Vials & Metals, General, Nutr	7	X	X	X	X	X	X	X	X			
2	6620	19/04/2018 1:10:00	W	wn glass TPH, 2 BTEX Vials & Metals, General, Nutr	7	X	X	X	X	X	X	X	X			
3	6621	19/04/2018 1:10:00	W	wn glass TPH, 2 BTEX Vials & Metals, General, Nutr	7	X	X	X	X	X	X	X	X			
													TOTAL			
													8			

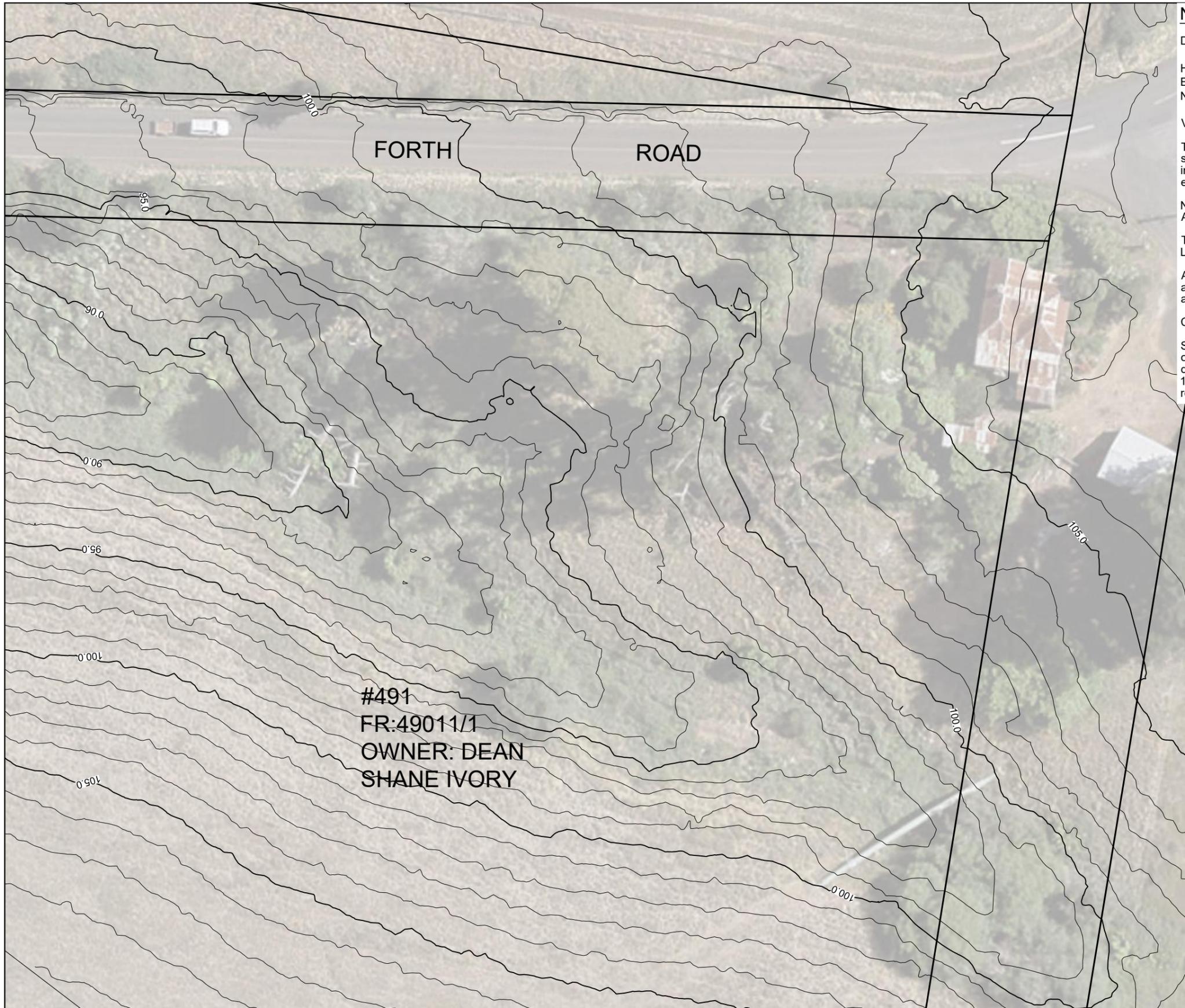
CONTAINER INFORMATION

Water Container Codes: P = Unpreserved Plastic; N = Nitric Preserved Plastic; ORC = Nitric Preserved ORC; SH = Sodium Hydroxide/CO Preserved; S = Sodium Hydroxide Preserved Plastic; AG = Amber Glass Unpreserved; AP = Airfreight Unpreserved Plastic
 V = VOA Vial HCl Preserved; VB = VOA Vial Sodium Bisulphate Preserved; VS = VOA Vial Sulfuric Preserved; AV = Airfreight Unpreserved Vial SG = Sulfuric Preserved Amber Glass; H = HCl Preserved Amber Glass; HS = HCl Preserved Speciation Bottle; SP = Sulfuric Preserved Glass;
 Z = Zinc Acetate Preserved Bottle; E = EDTA Preserved Bottles; ST = Sterile Bottle; ASS = Plastic Bag for Acid Sulphate Soils; B = Unpreserved Bag.

**Environmental Division
 Melbourne
 Work Order Reference
 EM1807610**

Barcode

Telephone : + 61-3-8549 9600



NOTES:

Date of Survey: 9 MAY 2018

Horizontal coordinate datum is plane with an MGA origin at SPM10445, E437402.645, N5439876.855 per SurCoM.

Vertical datum is AHD per SPM10445 with RL11.532 per SurCom.

This is not a full detail survey, only fill material and associated drainage have been surveyed. Only visible above ground services have been surveyed, a full site investigation of under ground services should be completed before any building or excavation.

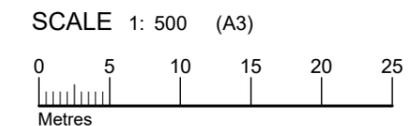
Natural surface contours have been produced from LIDAR data from Geoscience Australia using 2013 data sets.

Title boundaries form no part of this survey. Boundary lines shown are from theList LISTmap GIS database and are for illustrative purposes only.

All coordinates within this file, although stated to the nearest 0.001 metre, are approximate only and are only within 0.020m of the stated coordinate (horizontally and vertically).

Contour Interval 1.0m

Some feature levels are not shown on this plan for clarity. These can be found turned on in model space. Any DTM modeling that is to be done from the accompanying 3D digital file must be done using only the layer TRIANGLE_1 GNSS CORS 180509LH_F to ensure that surface matches that verified by PDA Surveyors. No responsibility is taken for the use or interpretation of this data in any other format.



WARNING
BEWARE OF
UNDERGROUND SERVICES
The location of underground services is approximate only and the exact position should be proven on site. No guarantee is given that all services are shown.

REV	AMENDMENTS	DRAWN	DATE	APPR.
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SURVEYOR	GEOCIVIL
LH	40312
DRAWN	CHECKED
LH	MF
DATE	
15 MAY 2018	

DEAN IVORY
491 FORTH ROAD FORTH
DETAIL SURVEY
2013 LIDAR DATA SURFACE

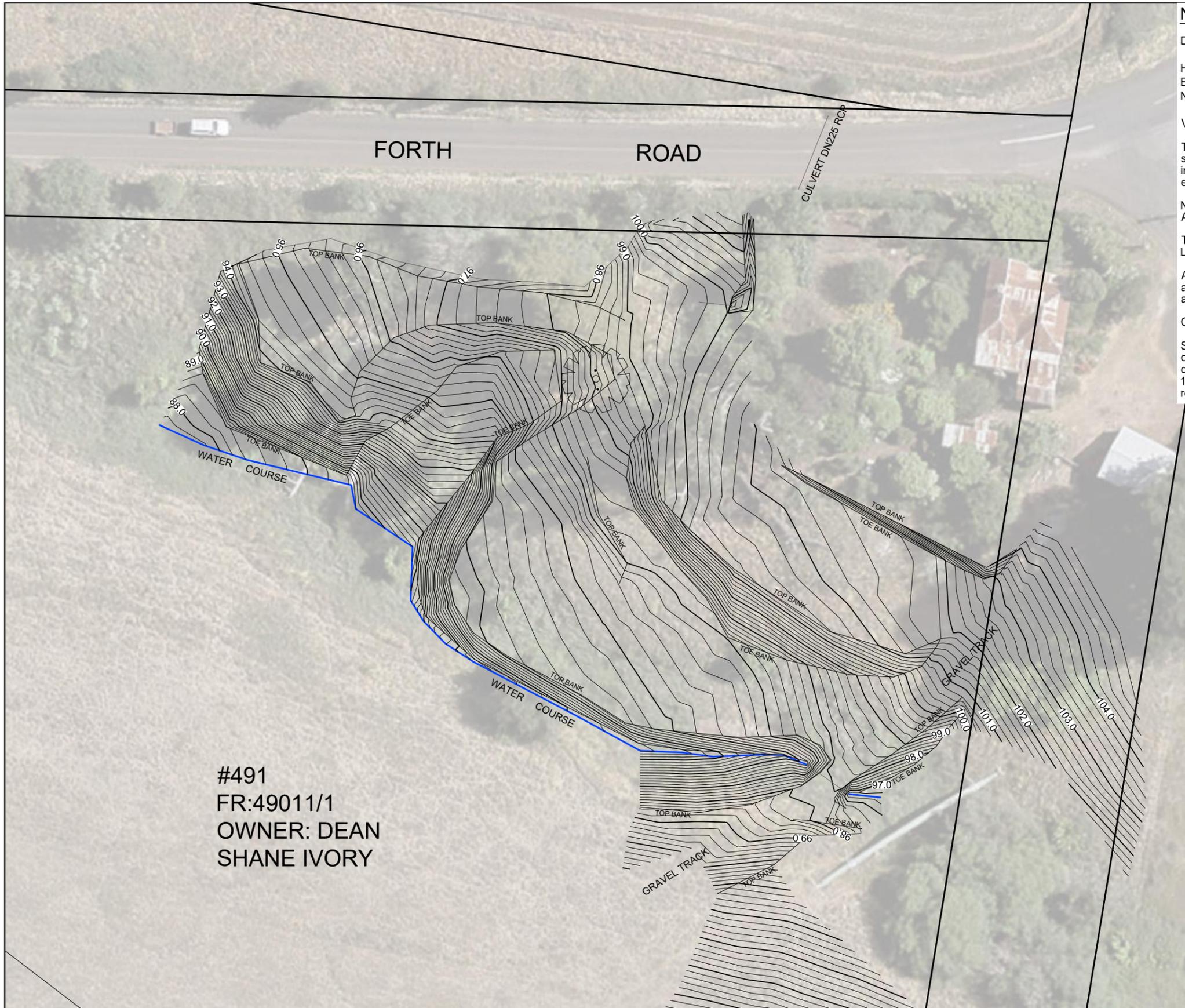


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40312	- 01



#491
FR:49011/1
OWNER: DEAN
SHANE IVORY

NOTES:

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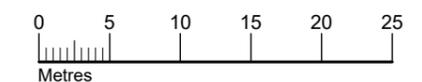
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Contour Interval 0.2m

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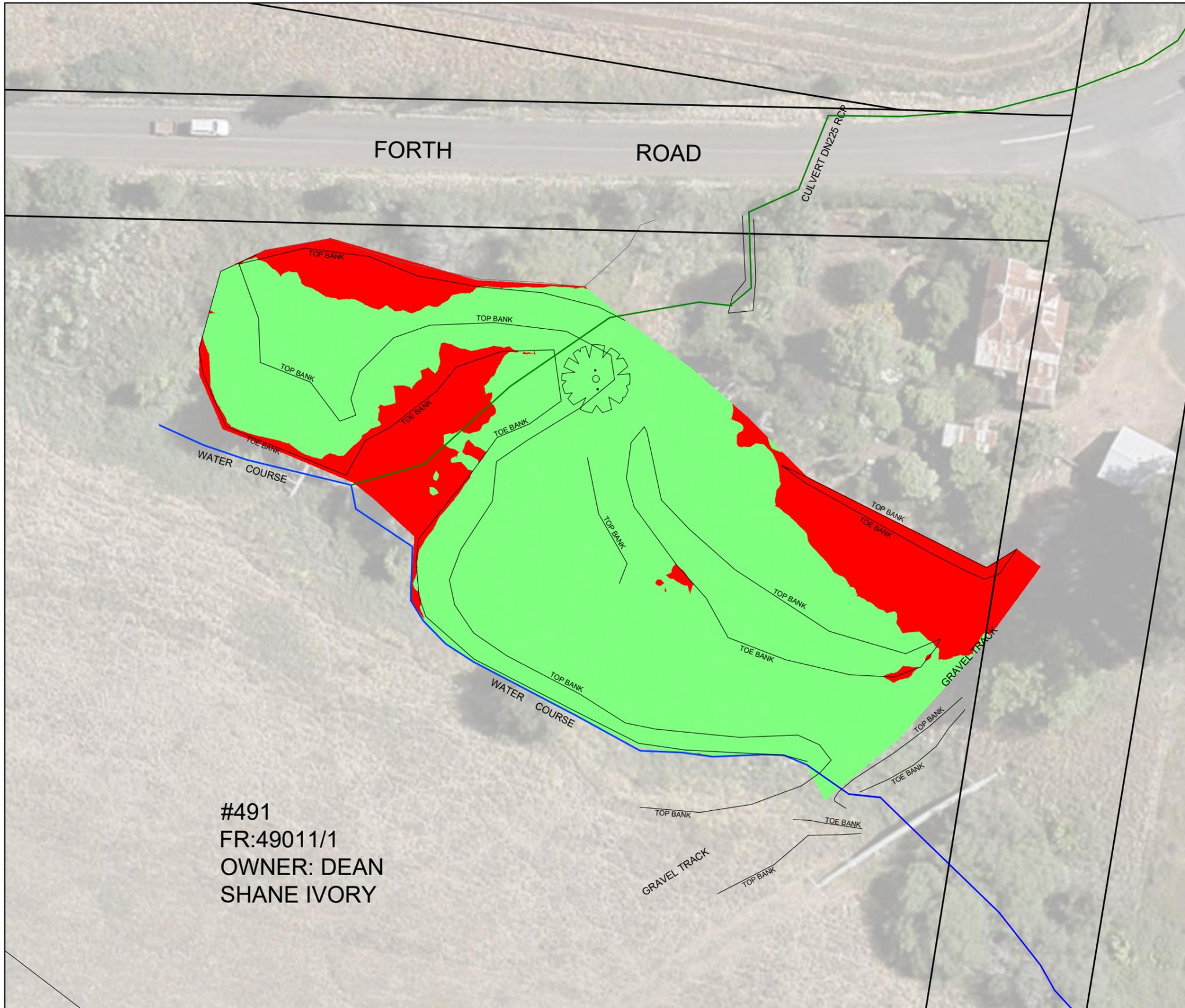
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SURVEYOR	GEOCIVIL
LH	40312
DRAWN	CHECKED
LH	MF
DATE	
15 MAY 2018	

DEAN IVORY
491 FORTH ROAD FORTH
DETAIL SURVEY
10 MAY 2018 SURVEYED SURFACE


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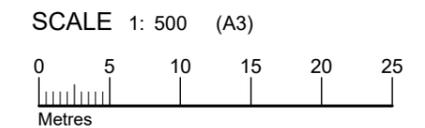


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SHANE IVORY

LEGEND
 AREA OF CUT
 AREA OF FILL

VOLUME CUT - 426m³
 VOLUME FILL - 3554m³
 NET VOLUME - 3128m³ FILL

VOLUMES HAVE BEEN CALCULATED BY
 COMPARING THE 2013 LIDAR DATA SET TO
 THE 10 MAY 2018 SURVEY DATA.



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15 MAY 2018	

DEAN IVORY
 491 FORTH ROAD FORTH
 DETAIL SURVEY
 CUT / FILL AREAS



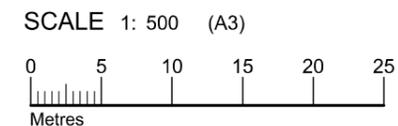
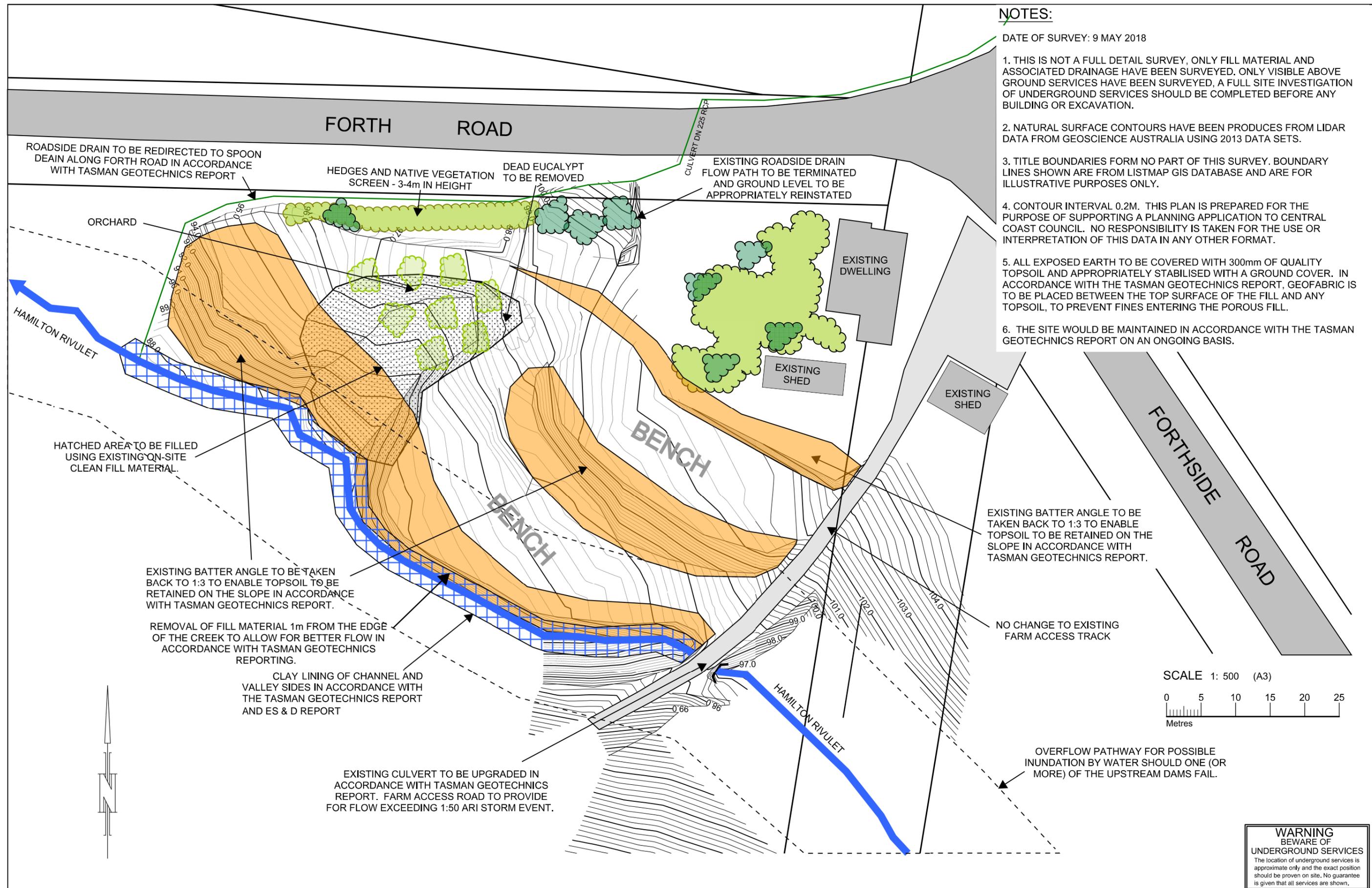
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40312	- 03

NOTES:

DATE OF SURVEY: 9 MAY 2018

1. THIS IS NOT A FULL DETAIL SURVEY, ONLY FILL MATERIAL AND ASSOCIATED DRAINAGE HAVE BEEN SURVEYED. ONLY VISIBLE ABOVE GROUND SERVICES HAVE BEEN SURVEYED, A FULL SITE INVESTIGATION OF UNDERGROUND SERVICES SHOULD BE COMPLETED BEFORE ANY BUILDING OR EXCAVATION.
2. NATURAL SURFACE CONTOURS HAVE BEEN PRODUCED FROM LIDAR DATA FROM GEOSCIENCE AUSTRALIA USING 2013 DATA SETS.
3. TITLE BOUNDARIES FORM NO PART OF THIS SURVEY. BOUNDARY LINES SHOWN ARE FROM LISTMAP GIS DATABASE AND ARE FOR ILLUSTRATIVE PURPOSES ONLY.
4. CONTOUR INTERVAL 0.2M. THIS PLAN IS PREPARED FOR THE PURPOSE OF SUPPORTING A PLANNING APPLICATION TO CENTRAL COAST COUNCIL. NO RESPONSIBILITY IS TAKEN FOR THE USE OR INTERPRETATION OF THIS DATA IN ANY OTHER FORMAT.
5. ALL EXPOSED EARTH TO BE COVERED WITH 300mm OF QUALITY TOPSOIL AND APPROPRIATELY STABILISED WITH A GROUND COVER. IN ACCORDANCE WITH THE TASMAN GEOTECHNICS REPORT, GEOFABRIC IS TO BE PLACED BETWEEN THE TOP SURFACE OF THE FILL AND ANY TOPSOIL, TO PREVENT FINES ENTERING THE POROUS FILL.
6. THE SITE WOULD BE MAINTAINED IN ACCORDANCE WITH THE TASMAN GEOTECHNICS REPORT ON AN ONGOING BASIS.



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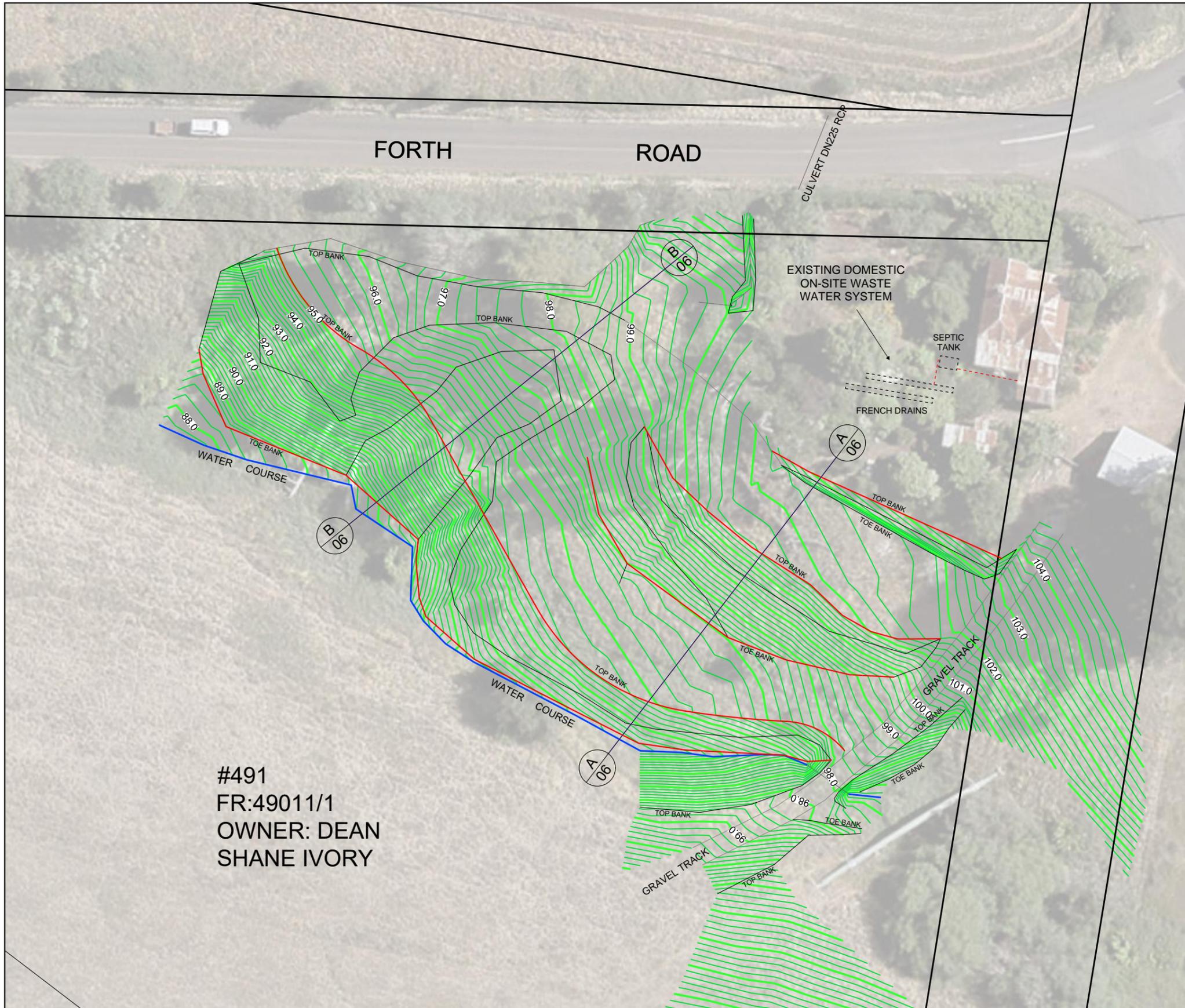
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	DATE 18 MARCH 2019	

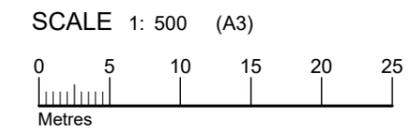
DEAN IVORY
491 FORTH ROAD FORTH
PROPOSED EARTHWORKS

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OWNER: DEAN
SHANE IVORY



CONTOUR INTERVAL = 0.2m

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25 SEP 2018	

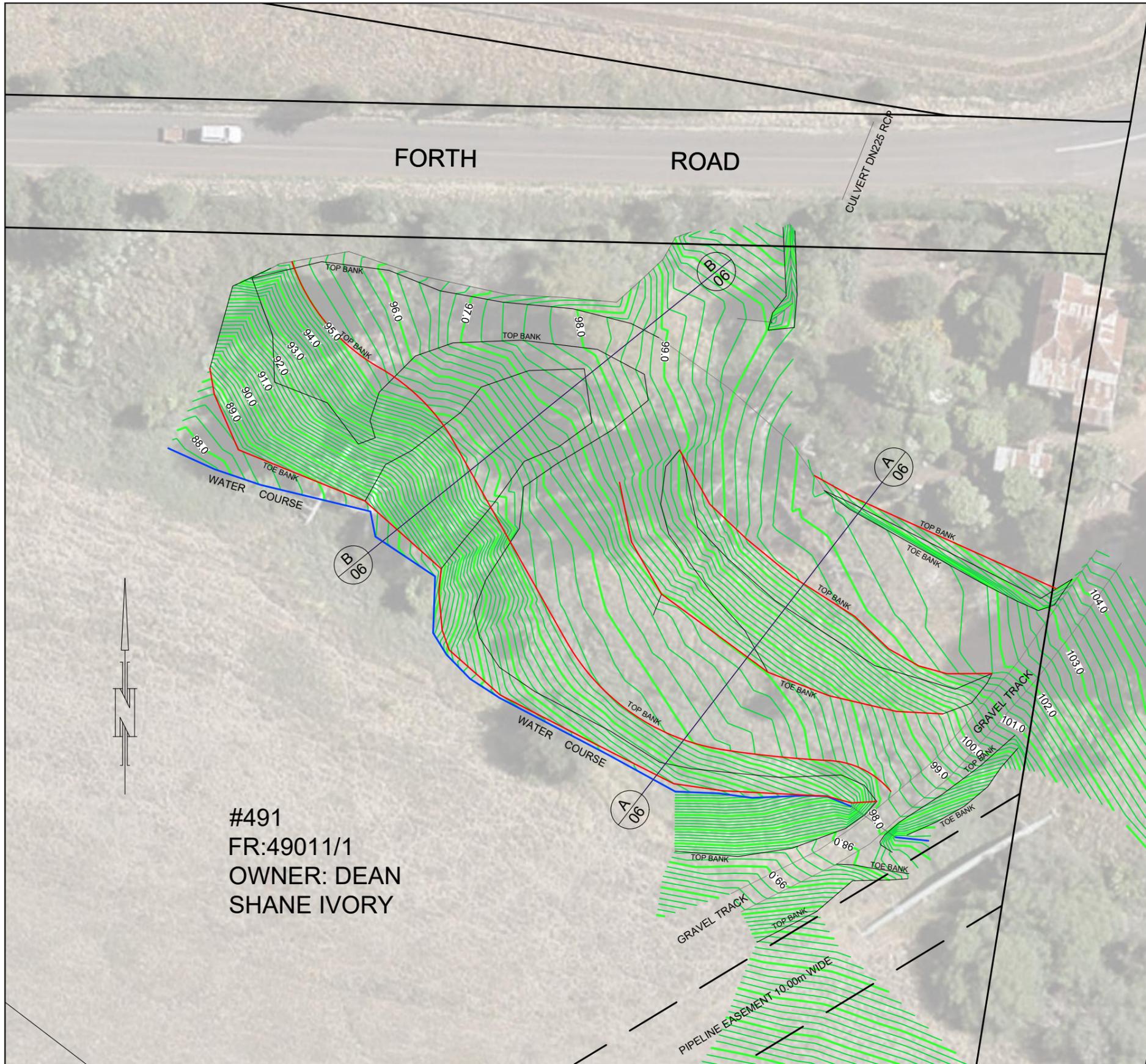
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PROPOSED EARTHWORKS

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SHANE IVORY



LOOKING SOUTH-WEST TOWARDS 650mm BULK TRANSFER MAIN WITH LOCATION OF EASEMENT SHOWN BY WHITE TAPE ON GROUND. PHOTO 13/11/18.



LOOKING NORTH-EAST TOWARDS BULK TRANSFER MAIN WITH LOCATION OF EASEMENT SHOWN BY WHITE TAPE ON GROUND. PHOTO 13/11/18.

CONTOUR INTERVAL = 0.2m

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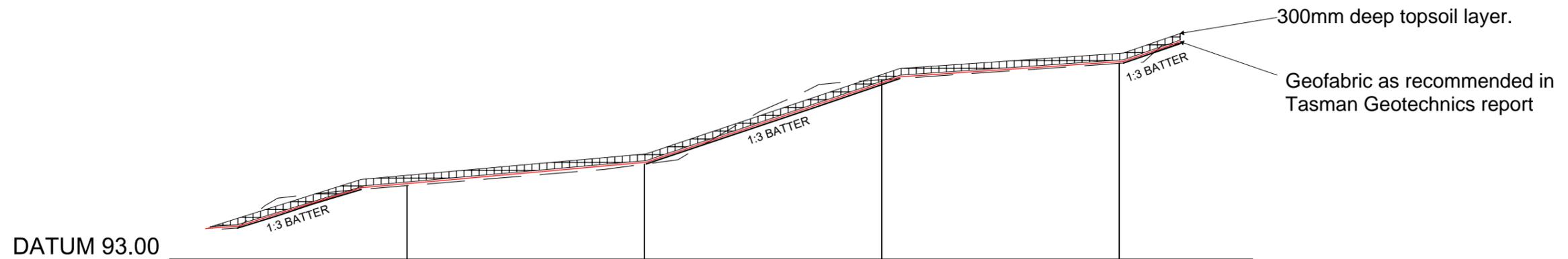
SURVEYOR	GEOCIVIL
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DATE	
25 SEP 2018	

DEAN IVORY
491 FORTH ROAD FORTH
ADDITIONAL INFORMATION FOR TASWATER

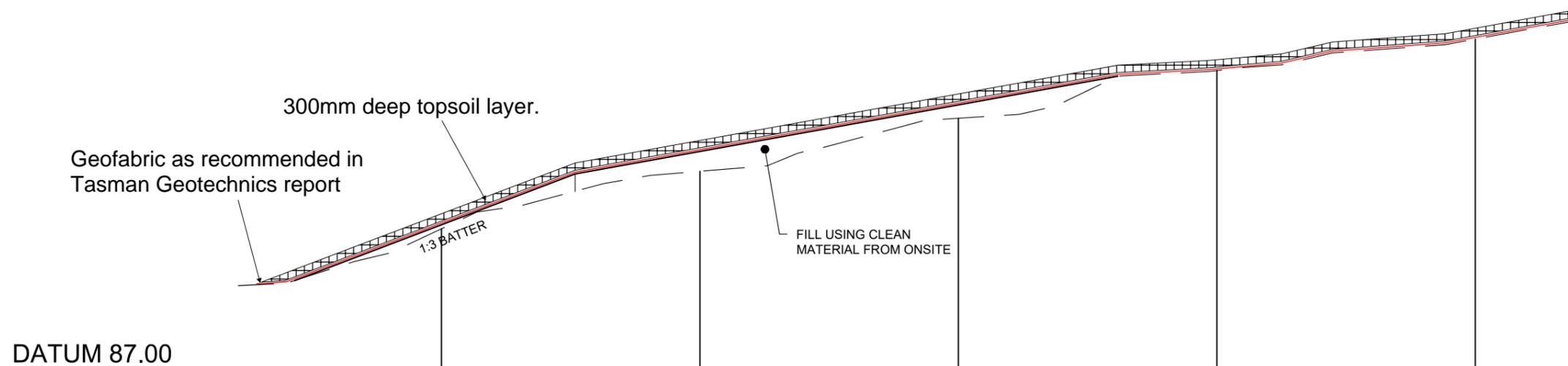

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--- EXISTING SURFACE
 — PROPOSED EARTHWORKS



SECTION A-A LONGITUDINAL SECTION



SECTION B-B LONGITUDINAL SECTION

SCALE 1: 200 (A3)



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REV	AMENDMENTS	DRAWN	DATE	APPR.
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SURVEYOR	GEOCIVIL
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LH	TR
DATE	
25 SEP 2018	

DEAN IVORY
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 -
 SECTIONS

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SCALE	PAPER
1:200	(A3)
JOB NUMBER	DRAWING
40312	- 06

Pre- Demolition HAZMAT Survey

Of premises at:
**169 Steele Street, Devonport
7310**

For: Devonport City Council

Project No: 5930



ABN: 97 107 517 144
14 Cattley Street
Burnie TAS 7320
Ph: (03) 6431 2999

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Document Control

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Prepared For:	Jamie Goodwin

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REVIEW	Ted Kulinski	ES&D	28/08/2017
FINAL	Samuel Smith	ES&D	29/08/2017
VERSION 2 DRAFT	Samuel Smith	ES&D	12/09/2017
VERSION 2 FINAL	Heather Atkinson	ES&D	12/09/2017

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1 Executive Summary

As requested, Environmental Service & Design (ES&D) has carried out a hazardous materials assessment survey of premises at 169 Steele Street, Devonport 7310. Property ID 2258654, Title Reference 140368/1.

Asbestos containing materials were in the void formers of the ground floor slab, insulation within fire doors and brake shoe linings of the lift motor brakes.

Lead was detected in four paint samples throughout the complex and therefore should be assumed to be in all interior paints. However, concentrations of lead were very low, with levels ranging from 0.014 to 0.135 percent. The recommended amount of lead in paint was 50% before 1965, and was reduced to 1% in 1965. In 1992, it was reduced again to 0.25% and in 1997 it was further reduced to 0.1%.

Polychlorinated biphenyl's (PCB's) were in the capacitors of fluorescent lights on the second level and suspected within one light fitting on the ground level.

Synthetic mineral fibres (SMF) were located throughout the building as pipe insulation, pipe penetrations in riser cupboards, waterproof membrane under roofing iron and some debris. It was noted most SMF has been removed where accessible.

Asbestos containing materials and PCB's will need to be removed prior to demolition where possible. Void formers within the ground floor slab will need to be removed after 1st, 2nd and central tower levels and managed appropriately. Lead paint and SMF materials will require management throughout the demolition stage.

2 Introduction

The purpose of the survey was to perform a visual inspection of all accessible areas of the premises, identify the presence of asbestos materials and products, lead in paint, polychlorinated biphenyl's (PCB's) and synthetic mineral fibres (SMF) and subsequently prepare a pre-demolition register for the site.

From the early 1900s until the early 1970s, asbestos was widely used throughout Australia in both residential domestic and industrial sites. The use of asbestos-cement sheets in roof pipes and wall cladding was particularly widespread, as was the use of "limpet" asbestos fibre insulation in steel framed high-rise buildings. Asbestos was also used for applications such as insulation of pipes and high temperature electricity cables, in plastics, in PVC floor tiles and linoleum, for reinforcement in cements, putties and mastic and in gaskets and friction materials. Whilst major uses of asbestos were sometimes recorded on engineering drawings, there are few records of the ad hoc use of asbestos containing products and materials. To give examples from the building industry, plumbers frequently used asbestos fibre in caulking compounds and builders often used Asbestos Cement sheeting as packing under floorboards. In Tasmania, asbestos could be almost anywhere in a building or plant constructed before the mid-1990s. Asbestos was still in use until 2003, in such areas as brakes and clutches, for example in lift machinery.

High levels of lead containing paints were commonly used in many residential and commercial buildings. Lead is a toxic substance which accumulates in the body over time. The recommended amount of lead in paint was 50% before 1965, to 1% in 1965. In 1992 it was reduced to 0.25% and in 1997 it was further reduced to 0.1%. All lead in paint will be reported as a percentage.

PCB's have been used in coolants and lubricants in electrical equipment (such as transformers and capacitors), hydraulic fluids, plasticisers and dye carriers. PCB's were used as they do not burn easily and are good insulators. PCB's are amongst a broader group of harmful pesticides, that are toxic, persist in the environment and bioaccumulate through the food chain. All PCB's should be removed without disturbing the liquid.

Synthetic mineral fibres (SMF) is a term to describe a fibrous product used for insulation purposes. SMF is generally classified into three groups: Glass wool, Rockwool and Refractory Ceramic Fibres (RCF). SMF was classified as possibly cancerous in 1987, however further research determined glass wool and rockwool were not cancerous. Since 2000-2002 all glass wool and rockwool products are bio soluble and therefore will dissolve in bodily fluids and cleared from the lungs. Dust from SMF may result in skin irritation, irritation to eyes or discomfort to the nose/respiratory tract. For the basis of this report, all SMF products should be handled similarly.

The HAZMAT survey was conducted by Mr Ted Kulinski BSc, Asbestos Assessor Licence AA392015 and Mr Samuel Smith BEnvSc, Asbestos Assessor Licence AA402015, representing Environmental Service & Design Pty Ltd. Both Mr Kulinski and Mr Smith have extensive experience in the optical identification of asbestos in materials and products, and in conducting building HAZMAT surveys.

The results of the HAZMAT survey are provided in a tabular format, which is designed to provide readily available information about the presence and location of hazards in the workplace. Environmental Service & Design Pty Ltd may perform optical identification of asbestos samples using 100-power polarised binocular microscopy - PLM, allied with physical tests.

Nothing contained within this report may be considered to alter or modify guidelines as set down in the WorkSafe Australia, Asbestos Code of Practice and Guidance Notes, or the requirements laid down under all relevant Tasmanian Legislation.

No one section or part of a section, of this report should be taken as giving an overall idea of this report. Each section must be read in conjunction with the whole of this report, including its appendices and attachments.

3 Methodology

3.1 Sampling Strategy

The identification of HAZMAT involved visually inspecting all the accessible areas and collecting small representative samples of suspect materials. Where identical suspect materials were detected at different locations, visual confirmation only may have been made rather than additional sample collection.

At each site, the following building areas were checked as a minimum, depending on constraints:

Floor coverings, and under floor coverings; wall panels, upper and lower; ceilings; roof space where accessible; cover panels in toilets and wet areas; hot-water system lagging; fireplaces and ovens; fire-doors; patch panels; soffits and external cladding; power-box panels, external repair debris; roofing; insulation; notice-boards and blackboards; spare panels; wiring; sewer vent pipes.

3.2 Sample Analysis

Samples collected during the asbestos survey were examined by 100x binocular microscope. The various forms of asbestos are generally identifiable by the trained person, although subtle variations may make asbestos speciation difficult. Suspect samples may be further analysed using polarised light microscopy in conjunction with dispersion staining techniques, although this is

rarely necessary. Ultra-fine material may need sophisticated more refined techniques (e.g. XRD). The presence of asbestos of whatever form is generally all that is required to enable a risk determination, although cognisance of the more hazardous varieties (e.g. Crocidolite or Amosite) is taken into account by ES&D. Other tests are performed to confirm some identifications.

Asbestos samples that could not be confirmed as “asbestos free” were sent to NATA certified laboratory for confirmation. Representative lead paint samples were collected from each level within the building structure and sent to NATA laboratory for analysis. PCB and SMF materials were visually inspected and confirmed on the day of the survey.

3.3 Areas not accessed

The following areas were either not accessed or only partially accessed during the asbestos materials survey.

The areas not accessed include:

- Inside many wall spaces
- Locked rooms, cupboards, cabinets and sheds, where no key was provided:
- Some ductwork,
- Some areas of basement

The areas partially accessed include:

- Ceiling spaces throughout.
- On roofs
- Confined spaces

4 Limitations

4.1 Scope of Services

This HAZMAT survey report (“the report”) has been prepared in accordance with the scope of services set out in the contract, or as otherwise agreed, between the Client and Environmental

Service & Design Pty Ltd (“scope of services”). In some circumstances, a range of factors such as access and/or site disturbance constraints, may have limited the scope of services.

4.2 Reliance on Data

In preparing the report, Environmental Service & Design Pty Ltd has relied upon data and other information provided by the Client and other individuals and organisations, most of which are referred to in the report (“the data”). Except as otherwise stated in the report, Environmental Service & Design Pty Ltd has not verified the accuracy or completeness of the data. To the extent that the statements, opinions, facts, information, conclusions and/or recommendations in the report (“conclusions”) are based in whole or part on the data, those conclusions are contingent upon the accuracy and completeness of the data. Environmental Service & Design Pty Ltd will not be liable in relation to incorrect conclusions should any data, information or condition be incorrect or have been concealed, withheld, misrepresented or otherwise not fully disclosed to Environmental Service & Design Pty Ltd.

4.3 No Inspection Can Be Guaranteed to Locate All HAZMAT

In practice, it is generally impossible to locate all HAZMAT during an inspection.

This is because of factors such as:

- Restrictions on access to rooms, and internal construction components;
- The availability of building/plant construction plans.
- Variability in materials; every sheet of fibre cement was not sampled, and assumptions of uniformity have been made e.g. a single sample of a soffit lining is taken as being representative of the entire section of the building.

4.4 There is No Instrument Available That Can Detect Asbestos

The presence of asbestos must be determined optically, as there is no instrument currently available in Tasmania for the purpose. Usually an inspector will take samples of suspect materials and have them examined in a laboratory; no field instrument is used, to reduce contamination risk, and intrusion. Thus, any restrictions on the amount of sampling will reduce confidence in the asbestos inspection findings.

The consequence of this is that asbestos that cannot be seen or accessed will not be found.

4.5 Reliance on an HAZMAT Survey

The client must not rely upon a survey or report as indicating that a site or building is “hazardous material free”. All that the report can be relied upon to show is that no HAZMAT was found (or that only such HAZMAT was found as was reported to have been found) in the course of the inspection. The findings of the report must be considered together with the specific scope and limitations of the type of inspection undertaken.

4.6 Report for Benefit of Client

The report has been prepared for the benefit of the Client and no other party. Environmental Service & Design Pty Ltd assumes no responsibility and will not be liable to any other person or organisation for or in relation to any matter dealt with or conclusions expressed in the report, or for any loss or damage suffered by any other person or organisation arising from matters dealt with or conclusions expressed in the report (including without limitation matters arising from any negligent act or omission of Environmental Service & Design Pty Ltd or for any loss or damage suffered by any other party relying upon the matters dealt with or conclusions expressed in the report). Other parties should not rely upon the report or the accuracy or completeness of any conclusions and should make their own enquiries and obtain independent advice in relation to such matters.

For the purposes of this limitations statement, “conclusions” include statements, opinions, facts, information, conclusions and/or recommendations in the report.

4.7 Other Limitations

Environmental Service & Design Pty Ltd will not be liable to update or revise the report to take into account any events or emergent circumstances or facts occurring or becoming apparent after the date of the report.

5 Results

The results of the HAZMAT survey are presented in a visual format to enable the material to be located easily. Details of all the HAZMAT identified during the survey are tabulated

6 Site Location Plan



Figure 1 Site Plan

7 HAZMAT Register of Premises

HAZMAT Register of Premises at: 169 Steele Street, Devonport 7310

Asbestos

Table 1 Asbestos Register of Premises

<i>Material</i>	<i>Location</i>	<i>Asbestos Found</i>	<i>Comment</i>
Brake Pads	Central tower (top level): Lift motor brake shoe linings x 4	Chrysotile	
Insulation	Ground, 1 st and 2 nd level: Emergency exit doors - East wings	Chrysotile	Remove door without disturbing asbestos
Mouldings	Basement: Void formers for ground floor slab	Chrysotile, Crocidolite, Amosite	

Note: Representative samples of window putty were sent to NATA laboratory for asbestos analysis (see appendix 1). No asbestos was detected.

Possible Locations

<i>Material</i>	<i>Location</i>	<i>Comment</i>
AC cement pipes	Subsurface: Sewer and stormwater	Not witnessed in basement – potential outside building footprint

Lead Paint

Table 2 Lead Paint Register of Premises

<i>Location</i>	<i>Mg/kg</i>	<i>Percent</i>	<i>Comment</i>
East wing – Ground level (pink paint)	999	0.0999	
East wing – Ground level (green paint)	419	0.0419	
Near lift – Level 1	142	0.0142	
Hallway – Level 2	1350	0.1350	

PCB's

Table 3 PCB's Register of Premises

<i>Material</i>	<i>Location</i>	<i>Comment</i>
PCB Capacitors	Fluorescent light fittings - 2 nd level - 5 separate rooms south of lift	
PCB Capacitors	Fluorescent light fitting - Ground level: South-eastern corner access	

SMF

Table 4 SMF Register of Premises

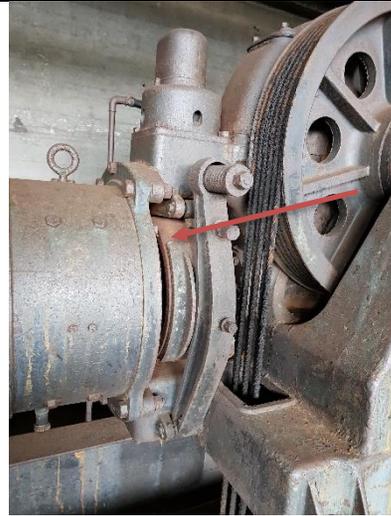
<i>Material</i>	<i>Location</i>	<i>Comment</i>
SMF	Basement: Pipe insulation, some debris, ceiling penetrations	

<i>Material</i>	<i>Location</i>	<i>Comment</i>
SMF	Ground, 1 st and 2 nd level: Pipe insulation, pipe penetrations present in riser cupboards	Insulation has been removed where accessible. Some SMF remains in most riser cupboards
SMF	Roof: Waterproof membrane under roofing iron (tanking material)	

8 Site Photography

169 Steele Street, Devonport 7310

Asbestos



Central tower: Lift motor brake shoe linings x
4



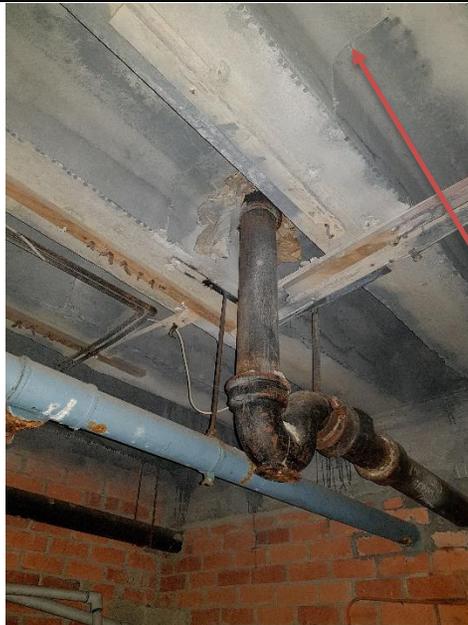
Central tower: Lift motor brake shoe linings x
4



Ground, 1st and 2nd level: Emergency exit
doors - East wings



Basement: Void formers for ground floor slab



Basement: Recessed liner for ground floor slab

Lead Paint



East wing – Ground level (green paint)

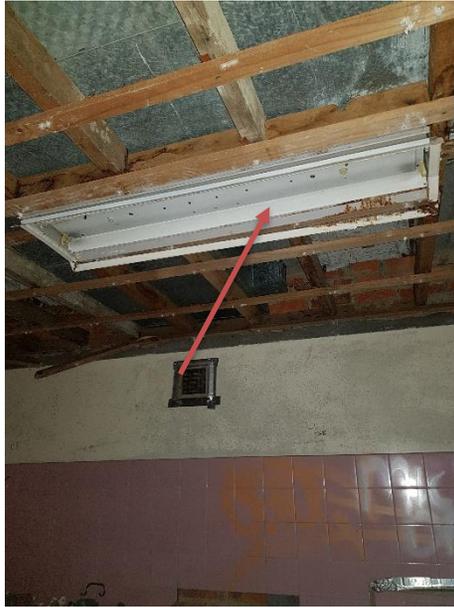


East wing – Ground level (pink paint)



East wing - Level 2 (purple paint)

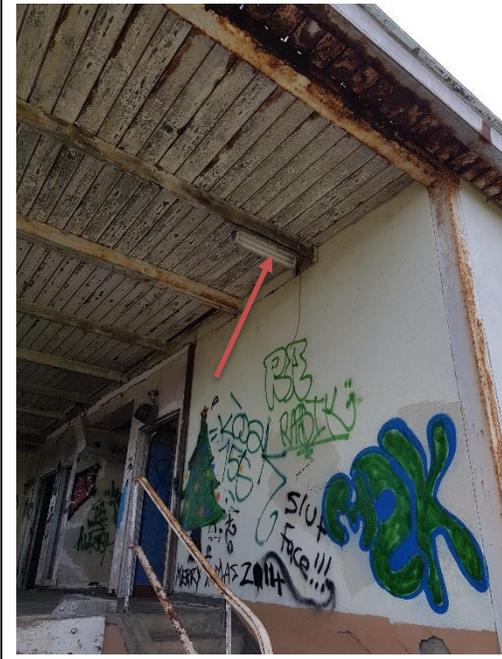
PCB's



Fluorescent light fitting - 2nd level



Fluorescent light fitting - 2nd level

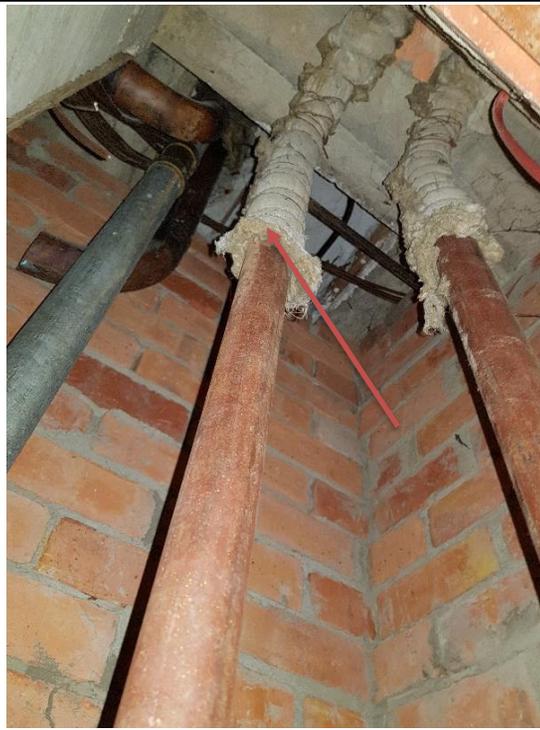


Fluorescent light fitting - Ground level:

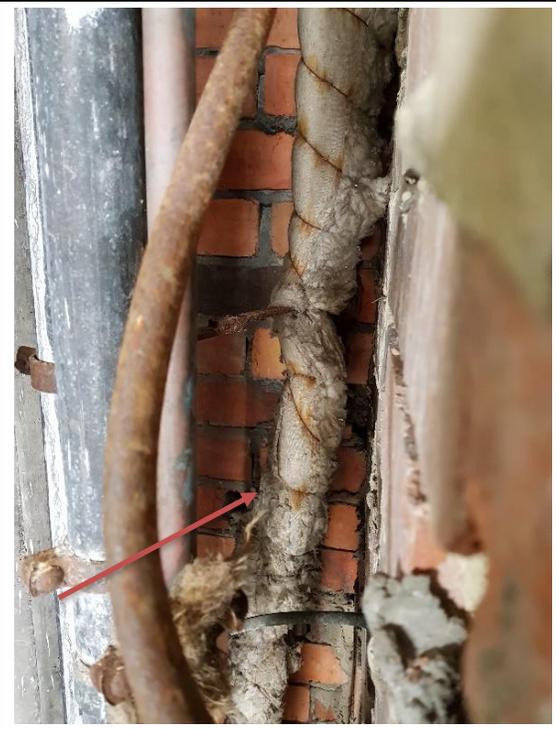
SMF



Basement: Pipe insulation



Riser cupboards: Pipe insulation



Riser cupboards: Pipe insulation



Roof: Waterproof membrane under roofing iron (tanking material)

Appendices

Appendix 1 – NATA laboratory results

CERTIFICATE OF ANALYSIS

Work Order : **EM1711146**
Client : **ENVIRONMENTAL SERVICE AND DESIGN PTY LTD**
Contact : SAMUEL SMITH
Address : 14 CATTLEY ST. PO BOX 651
 BURNIE TASMANIA, AUSTRALIA 7320
Telephone : +61 03 6431 2999
Project : Former Devonport Maternity Hospital, Devonport
Order number : ----
C-O-C number : ----
Sampler : ----
Site : ----
Quote number : ME-294-17
No. of samples received : 2
No. of samples analysed : 2

Page : 1 of 3
Laboratory : Environmental Division Melbourne
Contact : Shirley LeCornu
Address : 4 Westall Rd Springvale VIC Australia 3171

Telephone : +61-3-8549 9630
Date Samples Received : 21-Aug-2017 14:40
Date Analysis Commenced : 22-Aug-2017
Issue Date : 22-Aug-2017 09:53



This report supersedes any previous report(s) with this reference. Results apply to the sample(s) as submitted. This document shall not be reproduced, except in full.

This Certificate of Analysis contains the following information:

- General Comments
- Analytical Results
- Descriptive Results

Additional information pertinent to this report will be found in the following separate attachments: Quality Control Report, QA/QC Compliance Assessment to assist with Quality Review and Sample Receipt Notification.

Signatories

This document has been electronically signed by the authorized signatories below. Electronic signing is carried out in compliance with procedures specified in 21 CFR Part 11.

Signatories	Position	Accreditation Category
Emily Daos	Approved Asbestos Identifier	Melbourne Asbestos, Springvale, VIC



General Comments

The analytical procedures used by the Environmental Division have been developed from established internationally recognized procedures such as those published by the USEPA, APHA, AS and NEPM. In house developed procedures are employed in the absence of documented standards or by client request.

Where moisture determination has been performed, results are reported on a dry weight basis.

Where a reported less than (<) result is higher than the LOR, this may be due to primary sample extract/digestate dilution and/or insufficient sample for analysis.

Where the LOR of a reported result differs from standard LOR, this may be due to high moisture content, insufficient sample (reduced weight employed) or matrix interference.

When no sampling time is provided, the sampling time will default 00:00 on the date of sampling. If no sampling date is provided, the sampling date will be assumed by the laboratory and displayed in brackets without a time component.

Where a result is required to meet compliance limits the associated uncertainty must be considered. Refer to the ALS Contact for details.

Key : CAS Number = CAS registry number from database maintained by Chemical Abstracts Services. The Chemical Abstracts Service is a division of the American Chemical Society.
 LOR = Limit of reporting
 ^ = This result is computed from individual analyte detections at or above the level of reporting
 ø = ALS is not NATA accredited for these tests.
 ~ = Indicates an estimated value.

- EA200: Asbestos Identification Samples were analysed by Polarised Light Microscopy including dispersion staining.
- EA200 Legend
- EA200 'Am' Amosite (brown asbestos)
- EA200 'Ch' Chrysotile (white asbestos)
- EA200 'Cr' Crocidolite (blue asbestos)
- EA200: 'UMF' Unknown Mineral Fibres. "-" indicates fibres detected may or may not be asbestos fibres. Confirmation by alternative techniques is recommended.
- This is a split batch with EM1711148 due to the different turnaround times for particular samples.

Analytical Results

Sub-Matrix: SOLID
 (Matrix: SOLID)

Client sample ID

				East wing window - Ground level	East wing window - Level 2	----	----	----
Client sampling date / time				18-Aug-2017 00:00	18-Aug-2017 00:00	----	----	----
Compound	CAS Number	LOR	Unit	EM1711146-001	EM1711146-002	-----	-----	-----
				Result	Result	----	----	----
EA200: AS 4964 - 2004 Identification of Asbestos in bulk samples								
Asbestos Detected	1332-21-4	0.1	g/kg	No	No	----	----	----
Asbestos Type	1332-21-4	-	--	-	-	----	----	----
Sample weight (dry)	----	0.01	g	6.05	5.83	----	----	----
APPROVED IDENTIFIER:	----	-	--	E.DAOS	E.DAOS	----	----	----



Analytical Results

Descriptive Results

Sub-Matrix: **SOLID**

<i>Method: Compound</i>	<i>Client sample ID - Client sampling date / time</i>	<i>Analytical Results</i>
EA200: AS 4964 - 2004 Identification of Asbestos in bulk samples		
EA200: Description	East wing window - Ground level - 18-Aug-2017 00:00	Putty like material fragments approx 25 x 11 x 2mm.
EA200: Description	East wing window - Level 2 - 18-Aug-2017 00:00	Putty like material fragment approx 41 x 12 x 7mm.

CERTIFICATE OF ANALYSIS

Work Order : **EM1711148**
Client : **ENVIRONMENTAL SERVICE AND DESIGN PTY LTD**
Contact : SAMUEL SMITH
Address : 14 CATTLEY ST. PO BOX 651
 BURNIE TASMANIA, AUSTRALIA 7320
Telephone : +61 03 6431 2999
Project : Former Devonport Maternity Hospital, Devonport
Order number : ----
C-O-C number : ----
Sampler : ----
Site : ----
Quote number : ME-294-17
No. of samples received : 4
No. of samples analysed : 4

Page : 1 of 2
Laboratory : Environmental Division Melbourne
Contact : Shirley LeCornu
Address : 4 Westall Rd Springvale VIC Australia 3171

Telephone : +61-3-8549 9630
Date Samples Received : 21-Aug-2017 14:40
Date Analysis Commenced : 24-Aug-2017
Issue Date : 25-Aug-2017 10:49



Accreditation No. 825
 Accredited for compliance with
 ISO/IEC 17025 - Testing

This report supersedes any previous report(s) with this reference. Results apply to the sample(s) as submitted. This document shall not be reproduced, except in full.

This Certificate of Analysis contains the following information:

- General Comments
- Analytical Results

Additional information pertinent to this report will be found in the following separate attachments: Quality Control Report, QA/QC Compliance Assessment to assist with Quality Review and Sample Receipt Notification.

Signatories

This document has been electronically signed by the authorized signatories below. Electronic signing is carried out in compliance with procedures specified in 21 CFR Part 11.

<i>Signatories</i>	<i>Position</i>	<i>Accreditation Category</i>
Raymond Commodore	Instrument Chemist	Sydney Inorganics, Smithfield, NSW



General Comments

The analytical procedures used by the Environmental Division have been developed from established internationally recognized procedures such as those published by the USEPA, APHA, AS and NEPM. In house developed procedures are employed in the absence of documented standards or by client request.

Where moisture determination has been performed, results are reported on a dry weight basis.

Where a reported less than (<) result is higher than the LOR, this may be due to primary sample extract/digestate dilution and/or insufficient sample for analysis.

Where the LOR of a reported result differs from standard LOR, this may be due to high moisture content, insufficient sample (reduced weight employed) or matrix interference.

When no sampling time is provided, the sampling time will default 00:00 on the date of sampling. If no sampling date is provided, the sampling date will be assumed by the laboratory and displayed in brackets without a time component.

Where a result is required to meet compliance limits the associated uncertainty must be considered. Refer to the ALS Contact for details.

Key : CAS Number = CAS registry number from database maintained by Chemical Abstracts Services. The Chemical Abstracts Service is a division of the American Chemical Society.
 LOR = Limit of reporting
 ^ = This result is computed from individual analyte detections at or above the level of reporting
 ø = ALS is not NATA accredited for these tests.
 ~ = Indicates an estimated value.

- ALS is not NATA accredited for the analysis of paint.
- This is a split batch with EM1711146 due to the different turnaround times for particular samples.

Analytical Results

Sub-Matrix: PAINT
 (Matrix: SOIL)

Client sample ID

				Near lift - Level 1	Hallway - Level 2	East wing - Ground level (green paint)	East wing - Ground level (pink paint)	----
Client sampling date / time				18-Aug-2017 00:00	18-Aug-2017 00:00	18-Aug-2017 00:00	18-Aug-2017 00:00	----
Compound	CAS Number	LOR	Unit	EM1711148-001	EM1711148-002	EM1711148-003	EM1711148-004	-----
				Result	Result	Result	Result	----
EG005T: Total Metals by ICP-AES								
Lead	7439-92-1	5	mg/kg	142	1350	419	999	----

CERTIFICATE OF ANALYSIS

Work Order : **EM1712270**
Client : **ENVIRONMENTAL SERVICE AND DESIGN PTY LTD**
Contact : SAMUEL SMITH
Address : 14 CATTLEY ST. PO BOX 651
 BURNIE TASMANIA, AUSTRALIA 7320
Telephone : +61 03 6431 2999
Project : Former Devonport Maternity Hospital, Devonport
Order number : ----
C-O-C number : ----
Sampler : ----
Site : Former Devonport Maternity Hospital, Devonport
Quote number : ME-294-17
No. of samples received : 1
No. of samples analysed : 1

Page : 1 of 3
Laboratory : Environmental Division Melbourne
Contact : Shirley LeCornu
Address : 4 Westall Rd Springvale VIC Australia 3171
Telephone : +61-3-8549 9630
Date Samples Received : 08-Sep-2017 10:20
Date Analysis Commenced : 08-Sep-2017
Issue Date : 11-Sep-2017 12:06



This report supersedes any previous report(s) with this reference. Results apply to the sample(s) as submitted. This document shall not be reproduced, except in full.

This Certificate of Analysis contains the following information:

- General Comments
- Analytical Results
- Descriptive Results

Additional information pertinent to this report will be found in the following separate attachments: Quality Control Report, QA/QC Compliance Assessment to assist with Quality Review and Sample Receipt Notification.

Signatories

This document has been electronically signed by the authorized signatories below. Electronic signing is carried out in compliance with procedures specified in 21 CFR Part 11.

<i>Signatories</i>	<i>Position</i>	<i>Accreditation Category</i>
Emily Daos	Approved Asbestos Identifier	Melbourne Asbestos, Springvale, VIC



General Comments

The analytical procedures used by the Environmental Division have been developed from established internationally recognized procedures such as those published by the USEPA, APHA, AS and NEPM. In house developed procedures are employed in the absence of documented standards or by client request.

Where moisture determination has been performed, results are reported on a dry weight basis.

Where a reported less than (<) result is higher than the LOR, this may be due to primary sample extract/digestate dilution and/or insufficient sample for analysis.

Where the LOR of a reported result differs from standard LOR, this may be due to high moisture content, insufficient sample (reduced weight employed) or matrix interference.

When no sampling time is provided, the sampling time will default 00:00 on the date of sampling. If no sampling date is provided, the sampling date will be assumed by the laboratory and displayed in brackets without a time component.

Where a result is required to meet compliance limits the associated uncertainty must be considered. Refer to the ALS Contact for details.

Key : CAS Number = CAS registry number from database maintained by Chemical Abstracts Services. The Chemical Abstracts Service is a division of the American Chemical Society.
 LOR = Limit of reporting
 ^ = This result is computed from individual analyte detections at or above the level of reporting
 ø = ALS is not NATA accredited for these tests.
 ~ = Indicates an estimated value.

- EA200: Asbestos Identification Samples were analysed by Polarised Light Microscopy including dispersion staining.
- EA200 Legend
- EA200 'Am' Amosite (brown asbestos)
- EA200 'Ch' Chrysotile (white asbestos)
- EA200 'Cr' Crocidolite (blue asbestos)
- EA200: 'UMF' Unknown Mineral Fibres. "-" indicates fibres detected may or may not be asbestos fibres. Confirmation by alternative techniques is recommended.

Analytical Results

Sub-Matrix: **SOLID**
 (Matrix: **SOLID**)

Client sample ID

				Waterproof membrane under roofing iron Tanking material	----	----	----	----
Client sampling date / time				07-Sep-2017 00:00	----	----	----	----
Compound	CAS Number	LOR	Unit	EM1712270-001	-----	-----	-----	-----
				Result	----	----	----	----
EA200: AS 4964 - 2004 Identification of Asbestos in bulk samples								
Asbestos Detected	1332-21-4	0.1	g/kg	No	----	----	----	----
Asbestos Type	1332-21-4	-	--	-	----	----	----	----
Sample weight (dry)	----	0.01	g	3.10	----	----	----	----
APPROVED IDENTIFIER:	----	-	--	E.DAOS	----	----	----	----



Analytical Results

Descriptive Results

Sub-Matrix: **SOLID**

Method: Compound	Client sample ID - Client sampling date / time	Analytical Results
EA200: AS 4964 - 2004 Identification of Asbestos in bulk samples		
EA200: Description	Waterproof membrane under roofing iron Tanking material - 07-Sep-2017 00:00	Waterproof membrane fragment with synthetic mineral fibres approx 69 x 36 x 1.5mm.

Appendix 3 – Launceston Waste Centre Documentation

Controlled Waste Approval / Burial Record

*Mandatory fields

CUSTOMER

*Customer Name: Mendelssohn Construction

*Customer Address: 78 Trotters Lane, Prospect TAS 7250

*Source of Waste (Address/Business):

Orora fibre packaging, Mowbray- Vinyl sheet flooring

46 Mary street Launceston- flat sheet cladding

169 steel street devonport- flat ACM doors, cladding and lights

Montague orchid legana- flat sheet cladding and pipe

265 Roseveares drive legana - flat sheet cladding

33 gordon street Bicheno- flat sheet cladding

*Type of Waste: Asbestos

Carrier (if applicable): Mendelssohn Construction

Controlled Waste Handling Registration Number: CWTEMP128A

Domestic Commercial

I have disposed of the above material at the Launceston Waste Centre
(to be completed by the person disposing of the waste - carrier or self)

Name: Trent Mendelssohn

Rego: (insert EPA vehicle used) _____

Signature: 

Date: 18/1/18

OFFICE USE ONLY

Date: _____

Buried Volume (tonne):

Tollbooth Attendant:

Signature: _____

1. Before disposing of the material at the Launceston Waste Centre all customers MUST register with Remount Road Administration by contacting (03) 6323 3500.
2. The waste must be delivered between 10am and 2pm on Monday, Wednesday or Friday. Any deliveries outside these hours will be refused.
3. All asbestos material must be double wrapped in thick plastic or double bagged in sections that can be easily handled and removed from your vehicle for burial. No asbestos is to be exposed to the atmosphere.
4. If material is to be transported for fee or reward the transporter should have an appropriate Waste Transport Business – Environment Protection Notice.
5. All customers are required to remove materials from their own vehicles. It is NOT the responsibility of the Launceston City Council employees.
6. Hi-vis vests must be worn on the tip face when outside of your vehicle.

Appendix 4 – Dulverton Waste Facility Records

Completed Dockets for 1/01/2018 to 31/01/2018

Docket#	Docket Date	Rego	Net Weight	Chargeable Net
Account : MENDELSSOHN CONSTRUCTION PTY LTD				
Product : ASBESTOS CONTAMINATED WASTE				
164464	24-Jan-2018 11:37 AM	MENDEL-F52MV	6.86 t	6.86 t
164465	24-Jan-2018 11:39 AM	MENDEL-B26VC	6.42 t	6.42 t
164476	24-Jan-2018 1:01 AM	MENDEL-F52MV	7.80 t	7.80 t
164480	24-Jan-2018 1:25 AM	MENDEL-B26VC	7.04 t	7.04 t
164487	24-Jan-2018 2:19 AM	MENDEL-F52MV	11.88 t	11.88 t
164490	24-Jan-2018 2:49 AM	MENDEL-B26VC	6.92 t	6.92 t
164497	24-Jan-2018 3:44 AM	MENDEL-F52MV	9.22 t	9.22 t
164500	24-Jan-2018 4:27 AM	MENDEL-B26VC	5.54 t	5.54 t
164517	25-Jan-2018 8:17 AM	MENDEL-F52MV	8.04 t	8.04 t
164527	25-Jan-2018 9:53 AM	MENDEL-F52MV	8.86 t	8.86 t
164533	25-Jan-2018 10:27 AM	MENDEL-B26VC	8.02 t	8.02 t
164536	25-Jan-2018 11:12 AM	MENDEL-F52MV	10.74 t	10.74 t
164543	25-Jan-2018 12:22 PM	MENDEL-B26VC	7.56 t	7.56 t
164544	25-Jan-2018 12:41 PM	MENDEL-F52MV	9.32 t	9.32 t
164553	25-Jan-2018 1:51 AM	MENDEL-B26VC	10.14 t	10.14 t
164557	25-Jan-2018 2:14 AM	MENDEL-F52MV	10.60 t	10.60 t
164563	25-Jan-2018 3:01 AM	MENDEL-B26VC	8.10 t	8.10 t
164568	25-Jan-2018 3:38 AM	MENDEL-F52MV	8.22 t	8.22 t
164570	25-Jan-2018 4:25 AM	MENDEL-B26VC	7.86 t	7.86 t
164647	29-Jan-2018 8:42 AM	MENDEL-B26VC	8.34 t	8.34 t
164649	29-Jan-2018 8:48 AM	MENDEL-F52MV	8.46 t	8.46 t
164658	29-Jan-2018 9:54 AM	MENDEL-B26VC	9.44 t	9.44 t
164661	29-Jan-2018 10:25 AM	MENDEL-F52MV	10.18 t	10.18 t
164664	29-Jan-2018 11:11 AM	MENDEL-B26VC	9.98 t	9.98 t
164674	29-Jan-2018 12:21 PM	MENDEL-F52MV	8.46 t	8.46 t
164676	29-Jan-2018 12:41 PM	MENDEL-B26VC	7.58 t	7.58 t
164680	29-Jan-2018 1:31 AM	MENDEL-F52MV	7.52 t	7.52 t
164684	29-Jan-2018 2:04 AM	MENDEL-B26VC	6.94 t	6.94 t
164696	29-Jan-2018 3:40 AM	MENDEL-F52MV	8.28 t	8.28 t
164699	29-Jan-2018 3:55 AM	MENDEL-B26VC	8.30 t	8.30 t
164720	30-Jan-2018 8:28 AM	MENDEL-B26VC	9.04 t	9.04 t
164721	30-Jan-2018 8:30 AM	MENDEL-F52MV	6.66 t	6.66 t
164737	30-Jan-2018 10:29 AM	MENDEL-F52MV	8.88 t	8.88 t
164738	30-Jan-2018 10:34 AM	MENDEL-B26VC	9.52 t	9.52 t
164747	30-Jan-2018 11:34 AM	MENDEL-F52MV	9.62 t	9.62 t
164748	30-Jan-2018 11:44 AM	MENDEL-B26VC	9.10 t	9.10 t
164751	30-Jan-2018 12:48 PM	MENDEL-F52MV	10.86 t	10.86 t
164755	30-Jan-2018 1:06 AM	MENDEL-B26VC	9.02 t	9.02 t
164762	30-Jan-2018 2:01 AM	MENDEL-F52MV	8.44 t	8.44 t
164766	30-Jan-2018 2:29 AM	MENDEL-B26VC	9.92 t	9.92 t
164773	30-Jan-2018 3:33 AM	MENDEL-F52MV	9.40 t	9.40 t
164777	30-Jan-2018 3:55 AM	MENDEL-B26VC	6.78 t	6.78 t
164793	31-Jan-2018 8:02 AM	MENDEL-F52MV	7.26 t	7.26 t
164794	31-Jan-2018 8:06 AM	MENDEL-B26VC	6.80 t	6.80 t
164802	31-Jan-2018 9:04 AM	MENDEL-F52MV	8.20 t	8.20 t
164803	31-Jan-2018 9:17 AM	MENDEL-B26VC	8.94 t	8.94 t
164813	31-Jan-2018 10:28 AM	MENDEL-F52MV	7.74 t	7.74 t
164815	31-Jan-2018 10:36 AM	MENDEL-B26VC	6.86 t	6.86 t
164823	31-Jan-2018 11:49 AM	MENDEL-F52MV	8.12 t	8.12 t
164824	31-Jan-2018 12:03 PM	MENDEL-B26VC	7.52 t	7.52 t
164826	31-Jan-2018 12:50 PM	MENDEL-F52MV	9.08 t	9.08 t
164829	31-Jan-2018 1:08 PM	MENDEL-B26VC	9.06 t	9.06 t
164835	31-Jan-2018 1:57 PM	MENDEL-F52MV	8.34 t	8.34 t
164840	31-Jan-2018 2:15 PM	MENDEL-B26VC	8.32 t	8.32 t

164845	31-Jan-2018	3:00 PM	MENDEL-F52MV	10.22 t	10.22 t
164846	31-Jan-2018	3:20 PM	MENDEL-B26VC	10.02 t	10.02 t
164851	31-Jan-2018	4:06 PM	MENDEL-F52MV	6.94 t	6.94 t
164854	31-Jan-2018	4:20 PM	MENDEL-B26VC	8.38 t	8.38 t
				Total	491.66 t
					491.66 t

Completed Dockets for 1/02/2018 to 28/02/2018

Docket#	Docket Date	Rego	Net Weight	Chargeable Net
Account : MENDELSSOHN CONSTRUCTION PTY LTD				
Product : ASBESTOS CONTAMINATED WASTE				
164870	01-Feb-2018 8:02 AM	MENDEL-F52MV	11.22 t	11.22 t
164873	01-Feb-2018 8:14 AM	MENDEL-B26VC	6.78 t	6.78 t
164885	01-Feb-2018 9:13 AM	MENDEL-F52MV	8.96 t	8.96 t
164887	01-Feb-2018 9:21 AM	MENDEL-B26VC	7.74 t	7.74 t
164895	01-Feb-2018 10:31 AM	MENDEL-B26VC	8.02 t	8.02 t
164897	01-Feb-2018 10:36 AM	MENDEL-F52MV	10.66 t	10.66 t
164904	01-Feb-2018 11:42 AM	MENDEL-B26VC	8.96 t	8.96 t
164905	01-Feb-2018 11:53 AM	MENDEL-F52MV	9.32 t	9.32 t
164914	01-Feb-2018 1:04 AM	MENDEL-F52MV	10.66 t	10.66 t
164916	01-Feb-2018 1:17 AM	MENDEL-B26VC	8.56 t	8.56 t
164922	01-Feb-2018 2:16 AM	MENDEL-F52MV	8.48 t	8.48 t
164925	01-Feb-2018 2:25 AM	MENDEL-B26VC	7.56 t	7.56 t
164932	01-Feb-2018 3:44 AM	MENDEL-B26VC	7.30 t	7.30 t
164933	01-Feb-2018 3:53 AM	MENDEL-F52MV	6.86 t	6.86 t
164952	02-Feb-2018 7:44 AM	MENDEL-B26VC	8.72 t	8.72 t
164953	02-Feb-2018 7:48 AM	MENDEL-F52MV	8.68 t	8.68 t
164959	02-Feb-2018 8:54 AM	MENDEL-B26VC	7.42 t	7.42 t
164960	02-Feb-2018 9:06 AM	MENDEL-F52MV	9.92 t	9.92 t
164968	02-Feb-2018 10:06 AM	MENDEL-B26VC	7.02 t	7.02 t
164970	02-Feb-2018 10:13 AM	MENDEL-F52MV	9.16 t	9.16 t
164978	02-Feb-2018 11:13 AM	MENDEL-B26VC	8.36 t	8.36 t
164980	02-Feb-2018 11:26 AM	MENDEL-F52MV	10.66 t	10.66 t
164987	02-Feb-2018 12:21 PM	MENDEL-B26VC	7.86 t	7.86 t
164990	02-Feb-2018 12:39 PM	MENDEL-F52MV	11.26 t	11.26 t
164999	02-Feb-2018 2:06 AM	MENDEL-B26VC	11.26 t	11.26 t
165000	02-Feb-2018 1:43 AM	MENDEL-F52MV	9.62 t	9.62 t
165010	02-Feb-2018 2:46 AM	MENDEL-F52MV	10.92 t	10.92 t
165087	05-Feb-2018 1:25 AM	MENDEL-F52MV	9.98 t	9.98 t
165105	05-Feb-2018 3:23 AM	MENDEL-F52MV	11.76 t	11.76 t
165128	06-Feb-2018 7:35 AM	MENDEL-F52MV	10.20 t	10.20 t
165153	06-Feb-2018 11:02 AM	MENDEL-F52MV	9.32 t	9.32 t
165178	06-Feb-2018 2:47 AM	MENDEL-F52MV	10.60 t	10.60 t
165184	06-Feb-2018 4:00 AM	MENDEL-F52MV	1.70 t	1.70 t
167996	22-Feb-2018 10:30 AM	MENDEL-F52MV	8.36 t	8.36 t
168001	22-Feb-2018 11:52 AM	MENDEL-F52MV	11.08 t	11.08 t
168012	22-Feb-2018 1:44 AM	MENDEL-F52MV	11.08 t	11.08 t
Total			326.02 t	326.02 t

Appendix 5 – Treloar Transport Receipts



MYTRAX

Tax Invoice # 00313423

Date # 31/01/2018

Order #:

KENTISH CONSTRUCTION & ENGINEERING COMPANY PTY LTD TRADING AS: TRELOAR TRANSPORT A.B.N. 83 009 541 986

QTY.	PARTICULARS	PRICE	NETT	CODE
592	17-01-2018 - 592 - m3 of Disposal of Material from Hospital site at Forthside Pit	\$10.00	\$5,920.00	GST
8	18-01-2018 - 8 - Hr of Truck Hire from Devonport Hospital to Forthside Pit - 144830	\$90.00	\$720.00	GST
648	18-01-2018 - 648 - m3 of Disposal of Material from Hospital site at Forthside Pit	\$10.00	\$6,480.00	GST
112	22-01-2018 - 112 - m3 of Disposal of Material from Hospital site at Forthside Pit	\$10.00	\$1,120.00	GST

SALE AMOUNT \$14,240.00
 GST \$1,424.00
 TOTAL AMOUNT \$15,664.00
 PAID TODAY \$0.00
 BALANCE DUE **\$15,664.00**

Strictly 30 Day Terms Please
 Pay On Invoice
 PAYMENTS CAN BE MADE VIA DIRECT DEBIT
 BANKING DETAILS ARE - BSB 037-604
 ACCOUNT NO. 216311

Tom Reilly

From: Jamie Goodwin <JGoodwin@devonport.tas.gov.au>
Sent: Thursday, October 25, 2018 9:24 AM
To: Tom Reilly
Subject: FW: Pre-Demolition HAZMAT survey - 169 Steele Street Devonport

FYI

Jamie Goodwin
Project Manager

DEVONPORT CITY COUNCIL
PO Box 604 | 137 Rooke Street
Devonport TAS 7310
P: (03) 6424 0506 | M: 0409 556 082



From: Jamie Goodwin
Sent: Wednesday, 24 October 2018 3:36 PM
To: 'Sam (ssmith@esandd.com.au)' <ssmith@esandd.com.au>
Subject: Pre-Demolition HAZMAT survey - 169 Steele Street Devonport

Hi Sam,

We hereby provide consent for ES&D to rely on the Pre-Demolition HAZMAT Survey report for 169 Steele Street, Devonport by ES&D dated 12/09/2017 in its Hazard Risk Assessment for 491 Forth Road, Forth dated 28/05/18.

Regards

Jamie Goodwin
Project Manager

DEVONPORT CITY COUNCIL
PO Box 604 | 137 Rooke Street
Devonport TAS 7310
P: (03) 6424 0506 | M: 0409 556 082



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TASMAN
geotechnics

**GEOTECHNICAL ADVICE
PROPOSED FILL PLATFORM
491 FORTH ROAD, FORTH**

Prepared for: **PDA Surveyors**

Date: 21 March 2019

Document Reference: TG18099/1 - 01report Rev01

Contents

1	INTRODUCTION	1
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	4.1 Geotechnical Issues	2
	4.2 Suggested Remedial Approach	3

Important information about your report

Figures

Figure 1	Extract of MRT Geology Map
Figure 2	Extract of MRT Devonport Landslide Susceptibility Map
Figure 3	Site in Regional Context

Appendix

Appendix A	Selected Site Photographs
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Version	Date	Prepared by	Reviewed by	Distribution
Original	31 May 2018	Dr Alan Chester	Dr Wayne Griffioen	Electronic
Rev 01	21 March 2019	Dr Alan Chester	Dr Wayne Griffioen	Electronic

1 INTRODUCTION

Tasman Geotechnics was commissioned by Tom Reilly of PDA Surveyors to advise on geotechnical issues arising from placement of fill at 491 Forth Road, Forth (title reference 49011/1). The site is owned by Mr Dean Ivory.

We understand fill has been placed on the site without a permit and consequently some remedial action is required to ensure the site meets required standards.

We understand that PDA Surveyors plan to estimate the original land form prior to the placement of fill using LIDAR data. A survey will then be made of the current levels across the site which will allow an accurate estimate of the depth of fill across the site.

We understand that the remaining fill stockpiled at the site is to be used to complete filling the site and the fill is to be covered with topsoil as a growing medium. The surface will be landscaped with appropriate plants. Lightweight structures to house poultry are envisaged.

This report presents the observations from our site inspection to identify potential geotechnical issues and offers some advice as to how to remediate the site.

2 SITE INSPECTION

The site inspection was carried out by an Engineering Geologist from Tasman Geotechnics on 2 May 2018 in the presence of Mr Tom Reilly from PDA Surveyors. Mr Reilly showed what had been done by Mr Ivory and what was proposed.

No sub-surface investigation was carried out for this assessment.

A number of photographs were taken during the site walkover. Selected photographs are presented in Appendix A. Options for rehabilitation were discussed with Tom Reilly.

3 RESULTS

3.1 Geology

The regional surface geology is taken from the Mineral Resources Tasmania (MRT), Digital Geological Atlas 1:25,000 Series, Kindred Sheet and shows the site to be located on Tertiary aged, deeply weathered basalt. An extract of the MRT Kindred geology sheet is shown in Figure 1.

3.2 Regional Setting

The site is located in a narrow valley (Hamilton Rivulet) that drains from the basalt plateau into the Forth River. Numerous dams have been constructed on the rivulet upstream of the site. The last dam is immediately upstream of the site. There are no dams downstream of the site.

3.3 Landslide Mapping

The MRT Devonport Landslide Inventory map shows a possible landslide of unknown activity on the northern side of Hamilton Rivulet to the west of the property. A large landslide is mapped to the south west of the site but this is on the opposite side of a ridge and thus not a risk to the property.

For the basalt soils of the North-West coast of Tasmania, MRT have identified two scales of landslides:

-) Deep-seated rotational landslides; and
-) Shallow slides or debris flows.

Landslide susceptibility maps for both scales of land sliding have been developed by MRT, and an extract of the deep-seated landslide susceptibility map is presented in Figure 2. The map also include the mapped landslides.

Susceptibility zones for first time deep-seated failures were developed by MRT by statistical analysis of slope geometry and geological material of known landslides, and are mapped as possible source, regression and runout areas associated with potential landslide movement. For the Tertiary basalts, threshold values of source, regression and runout areas are 14°, 20° and 16° respectively.

For shallow slides and debris flows, the susceptibility for source area is also based on slope angle:

-) High: greater than 20°
-) Moderate: between 10° and 20°
-) Low: between 6° and 10°
-) Very Low: less than 6°

The Devonport Deep-seated Landslide Susceptibility Map shows that the site is located on a runout area. The area is also mapped as Moderate susceptibility for shallow slides and debris flow.

3.4 Surface Conditions

The land surrounding the site has been cleared for agricultural purposes. Land close to the site appears to be used for vegetable cultivation. The site itself appears to be used for grazing. Some natural vegetation has been left in place along the Hamilton Rivulet.

Forth Road is parallel to the northern boundary of the property and is constructed in cut/fill. Culverts under Forth Road discharge water onto the site from the north.

A dwelling is located in the north eastern corner of the site with a gravel parking area to the east of the dwelling. A farm road leads south from the house and crosses Hamilton Rivulet via an earth embankment. A concrete pipe culvert is located through the embankment. The embankment acts as a dam for water flowing from the east as soil conditions on the uphill side of the embankment are wet.

A cut approximately 1.0m high has been made just south of the house to allow an access track to the western side of the site.

A substantial fill platform has been constructed immediately south of the house. The fill consists largely of building rubble, bricks, concrete and some soil. The fill almost completely fills the valley and is approximately 3m thick. The slopes of the embankment are approximately 1V:1H. The top surface of the fill is surfaced with gravel and can be driven across but the western face has exposed concrete blocks, bricks and steel reinforcing rods.

Additional fill is stockpiled further west.

Along the southern edge of the fill a narrow channel has been left to provide a flow path for Hamilton Rivulet. Very little flow runs down the channel with most water flowing through the fill. Runoff from the culverts under Forth Road discharge onto the fill platform, and most likely soaks into the fill.

The valley sides both north and south of Hamilton Rivulet are steep but appear stable.

A schematic cross section and long section of the valley are presented in Figure 3.

4 DISCUSSION & RECOMMENDATIONS

4.1 Geotechnical Issues

A number of geotechnical issues were identified during the site visit, and also some issues were identified in subsequent discussions about possible remediation methods. The following geotechnical issues have been identified:

-) Stability of edge of fill,

-) Blockage of Hamilton Rivulet,
-) Erosion at toe of slopes mapped as “low landslide susceptibility” due to diverting stream flow through the channel,
-) Stability of fill embankment of Forth Road,
-) Management of flood flow should one or more of the upstream dams spill or breach,
-) Siltation of currently permeable fill,
-) Sizing of culvert under farm road to south of house and associated headwall design,
-) Location of site within a low hazard zone for landslides.
-) Cuts in hillsides parallel with Hamilton Rivulet.

4.2 Suggested Remedial Approach

Stream Flow

Currently a small section on the southern side of the valley is left unfilled as a pathway for Hamilton Rivulet. The channel is ineffective and water flows through the fill. If the channel were to be modified so that all the surface runoff flowed through the channel, the concentrated flows along the valley side could cause erosion problems of the channel and increase the likelihood of landslide. Therefore, the channel should be widened and lined to prevent erosion:

-) A wider channel can be achieved by excavating some of the fill that has recently been placed. A wider channel will reduce the speed of flow in the channel, and hence the erosion potential.
-) An example of a liner is 100mm thick layer of compacted clay with a layer of rock pitching (50 to 100mm diam) for erosion protection. Design of the liner should be approved by a suitably qualified person.

Concrete pipes should be installed under the embankment for the farm road, as the current culvert appears inadequate. We expect that two 450mm diameter pipes will be adequate. A headwall should also be constructed on the upstream side of the embankment to direct stream flow into the pipe and prevent water logging at the inlet.

Water is also entering the site from culverts under Forth Road to the north. This surface runoff seeps into the fill and flows through the fill. A spoon drain should be excavated along the property boundary with Forth Road to intercept runoff and direct it to Hamilton Rivulet west of the fill.

Flood Behaviour

Consideration should be given to designing the fill platform for possible inundation by water should one (or more) of the upstream dams fail, by constructing an overflow pathway or spillway.

Fill Batter Angles

The angular nature of the fill is such that it is interlocking and will stand up at a steep angle (currently almost 1V:1H). Nevertheless, the face of the fill should be flattened to an angle of 1V:3H, or flatter. The suggested batter angle is more to enable topsoil to be retained on the slope rather than to improve the stability to the fill.

Stability of Valley Sides

The hill slope north of Hamilton Rivulet has been mapped as susceptible to landslides. Therefore, it is important not to reduce the stability of the valley side by excavating into the hillside for access tracks. The valley sides should be left in the natural state.

Siltation of Fill

The type of fill currently allows surface runoff to flow freely under and through the fill so that it discharges on the downstream face of the fill. It is possible that silt will clog the voids within the fill over time so that it will effectively become a dam. By diverting the surface runoff into the clay-lined channel, the likelihood of siltation is eliminated.

Geofabric should also be placed between the top surface of the fill and any topsoil, to prevent fines entering the porous fill.

Ongoing Maintenance

A plan should be developed and implemented for ongoing maintenance of the site. Items to be incorporated in the maintenance plan include: regular clearing the table drains of leaf litter and silt, and not ploughing the topsoil of the fill platform to ensure the geofabric separation layer remains intact.

The land owner is responsible for ensuring that the drainage measures are kept operating effectively in perpetuity.

The current owner understands that the fill is unsuitable as a founding material.



TASMAN geotechnics

Important information about your report

These notes are provided to help you understand the limitations of your report.

Project Scope

Your report has been developed on the basis of your unique project specific requirements as understood by Tasman Geotechnics at the time, and applies only to the site investigated. Tasman Geotechnics should be consulted if there are subsequent changes to the proposed project, to assess how the changes impact on the report's recommendations.

Subsurface Conditions

Subsurface conditions are created by natural processes and the activity of man.

A site assessment identifies subsurface conditions at discrete locations. Actual conditions at other locations may differ from those inferred to exist, because no professional, no matter how qualified, can reveal what is hidden by earth, rock and time.

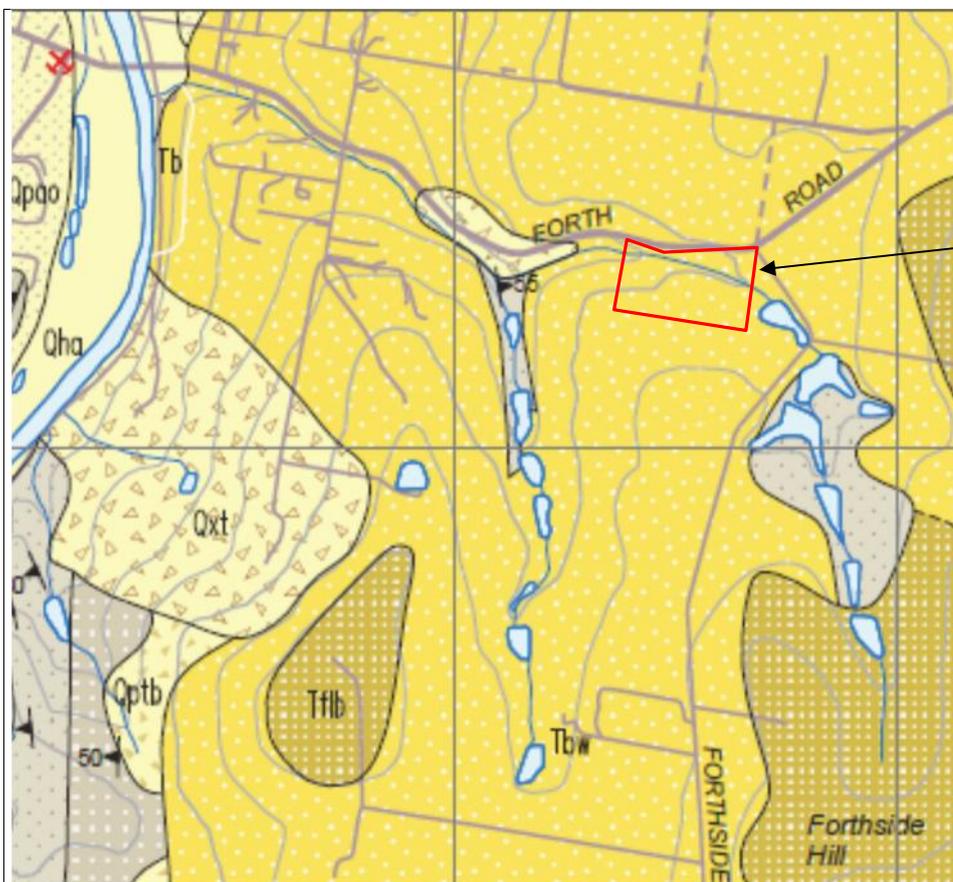
Nothing can be done to change the conditions that exist, but steps can be taken to reduce the impact of unexpected conditions. For this reason, the services of Tasman Geotechnics should be retained throughout the project, to identify variable conditions, conduct additional investigation or tests if required and recommend solutions to problems encountered on site.

Advice and Recommendations

Your report contains advice or recommendations which are based on observations, measurements, calculations and professional interpretation, all of which have a level of uncertainty attached.

The recommendations are based on the assumption that subsurface conditions encountered at the discrete locations are indicative of an area. This can not be substantiated until implementation of the project has commenced. Tasman Geotechnics is familiar with the background information and should be consulted to assess whether or not the report's recommendations are valid, or whether changes should be considered.

The report as a whole presents the findings of the site assessment, and the report should not be copied in part or altered in any way.

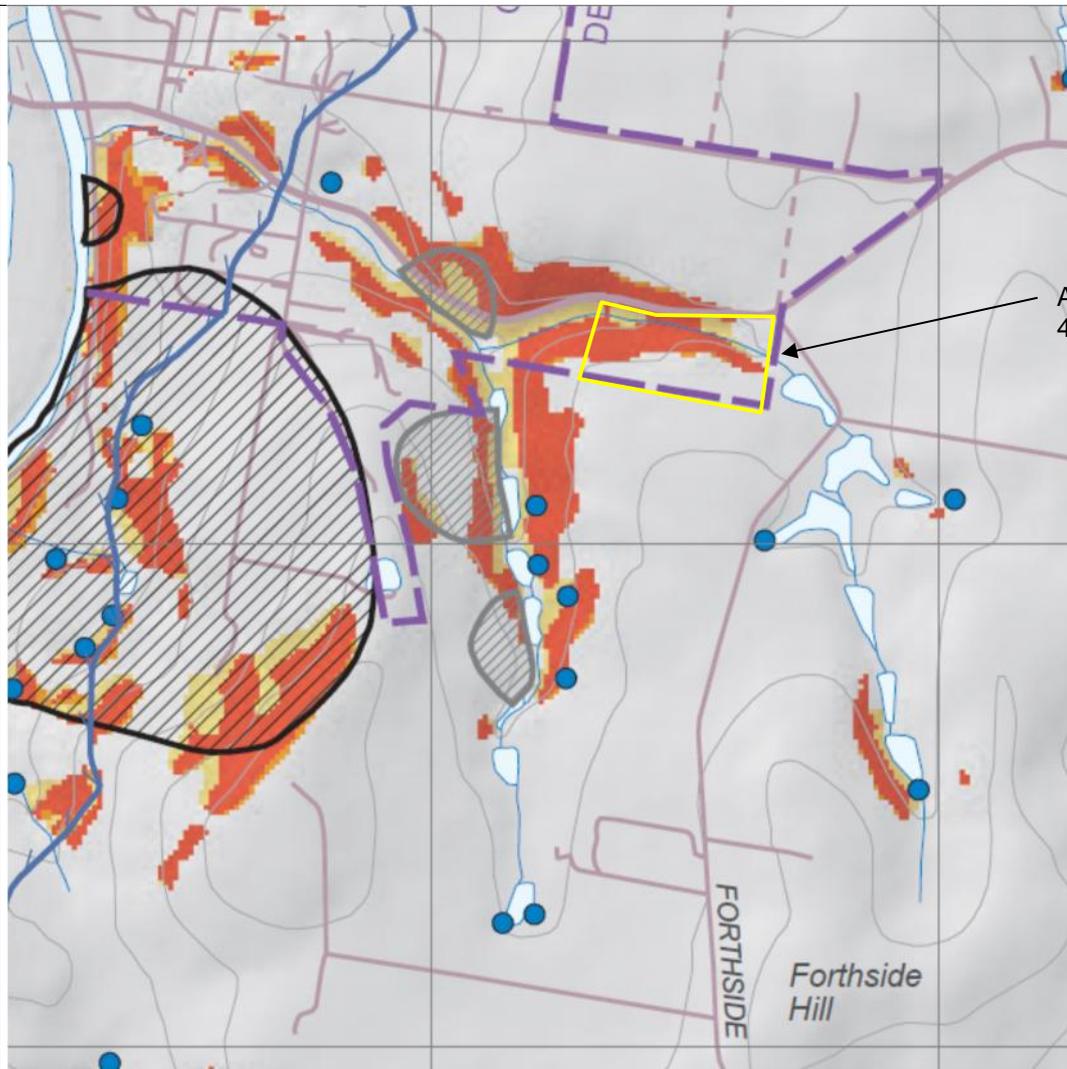


Approximate location of 491 Forth Road, Forth

GEOLOGICAL LEGEND

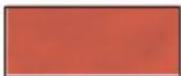
Qha	Stream alluvium, swamp and marsh deposits
Qxt	Landslide deposits predominantly derived from weathered Tertiary rocks (Qxt).
Tfb	Laterite derived from Paleogene – Neogene basalt
Tbw	Predominantly deeply-weathered basalt
Etpg	Quartz-muscovite-garnet schist

drawn	AC		client:	PDA Surveyors		
approved	WG		project:	Geotechnical Advice 491 Forth Road, Forth		
date	8/05/2018		title:	Extract of MRT Geology Map		
scale	NTS		project no:	TG18099/1 – 01report	figure no:	FIGURE 1
original size	A4					



Approximate position of
491 Forth Road, Forth

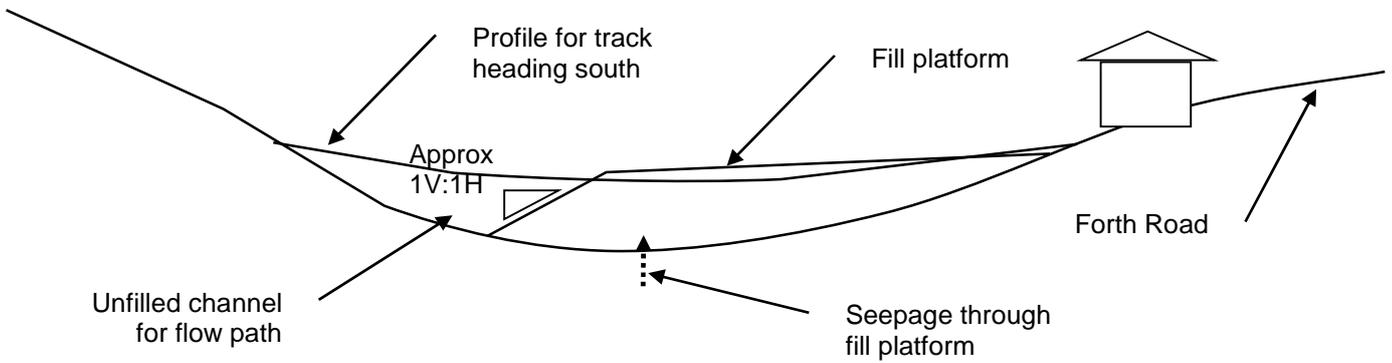
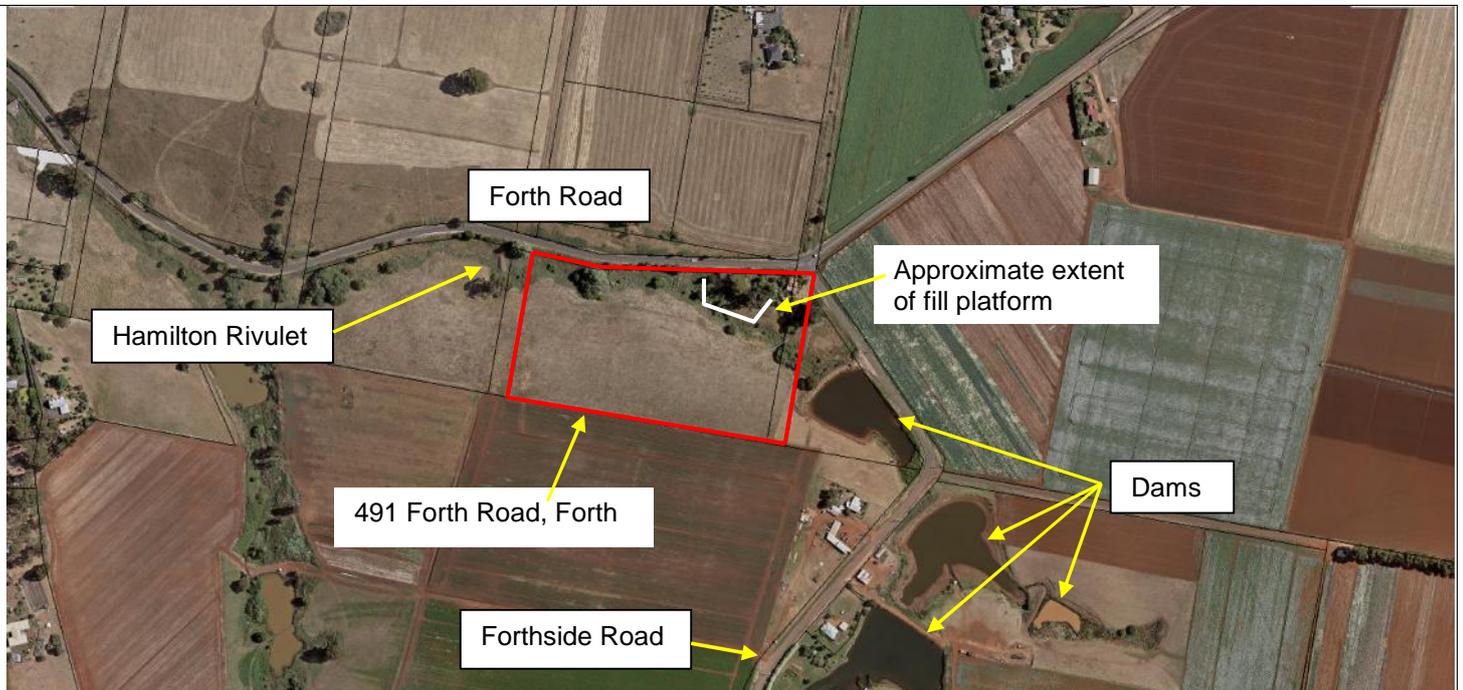
LEGEND

-  Regression area.
-  Source area.
-  Runout area.
-  Landslide, recent or active.
-  Landslide, activity unknown.
-  Possible landslide, activity unknown.
-  Spring or seep - which have a known association with landslides in many cases.

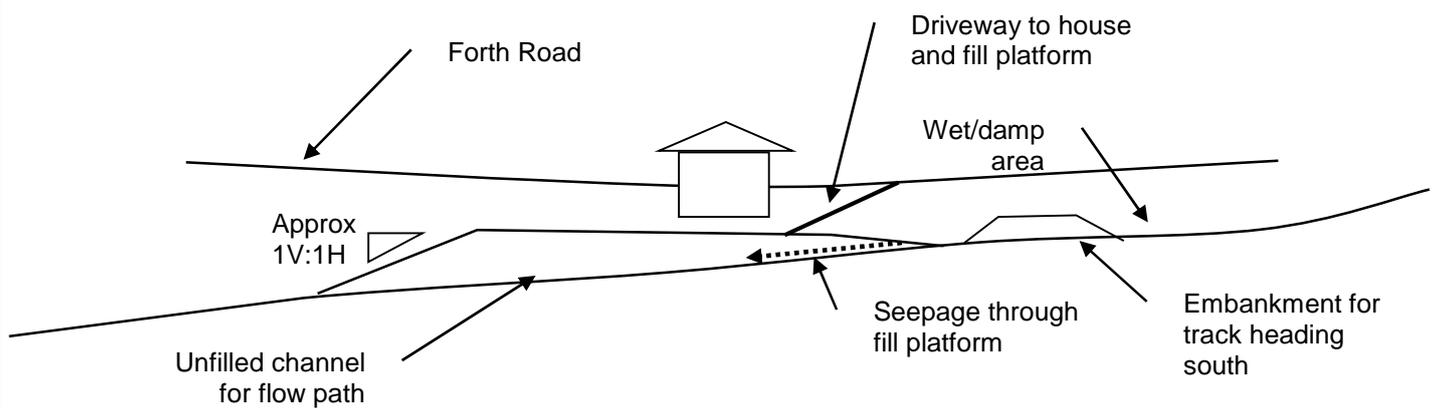
drawn	AC
approved	WG
date	8/05/2018
scale	NTS
original size	A4



client:	PDA Surveyors	
project:	Geotechnical Advice 491 Forth Road, Forth	
title:	Extract of MRT Devonport Slide Susceptibility Map	
project no:	TG18099/1 – 01report	figure no: FIGURE 2



Schematic Cross Section through Valley



Schematic Long Section of Valley

drawn	AC
approved	WG
date	8/05/2018
scale	NTS
original size	A4



client:	PDA Surveyors
project:	Geotechnical Advice 491 Forth Road, Forth
title:	Site in Regional Context
project no: TG18099/1 – 01report	figure no: FIGURE 3

Appendix A

Selected Site Photographs



Photo 1. Looking west over fill platform



Photo 2. View of channel at base of fill platform



Photo 3. View of material in fill platform and toe of fill platform.



For Sale

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LAND - WYNYARD from \$115,000

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84A River Road Wynyard - Large block To enquire: Ph. Doreen 0457 381 563 or Deborah 0459 344 484.

Livestock

Ulverstone Pet Food

Stock wanted, suitable for pet food. Ph. 6425 5822 or 0408 141 972 (AH).

General Notices

Leven Valley Orchard Harvest

Let us help us bring in the 2019 vintage. Food, drink and equipment supplied. Enjoy a fun day out in picturesque Gunns Plains. Picking over 2 weekends: Sat April 27 and May 4. Contact Wendy 64291140

PUT THE FEELS IN WITH EMOJI NOW AVAILABLE



Local Government

WARATAH WYNYARD COUNCIL

APPLICATIONS FOR PLANNING PERMITS

Notice is given that applications have been made for the following discretionary permits:-

No: DA 39/2019
Location: 65A Old Bass Highway Wynyard
Applicant: Steven Penton Building Design
Zoning: General Residential
Use Class: Residential
Proposal: Carport
Discretionary Matter: Setbacks and building envelope for all dwellings 10.4.2 (P3) & Site coverage and private open space for all dwellings 10.4.3 (P1)

No: DA 46/2019
Location: 28 Bowick Street Wynyard
Applicant: RTC Facilities Maintenance Tasmania
Zoning: General Residential
Use Class: Education & Occasional Care
Proposal: Demolition of Primary School
Discretionary Matter: Demolition 9.4.1

The applications and associated plans and documents will be available for inspection during normal office hours for the exhibition period at the Council Office, Saunders Street, Wynyard or viewed on Council website www.warwyn.tas.gov.au. Any person who wishes to make representations in accordance with the *Land Use Planning and Approvals Act 1993*, must do so during the exhibition period. Representations in writing will be received by the General Manager, P.O. Box 168, Wynyard, 7325, email council@warwyn.tas.gov.au by **Wednesday 15th May 2019**.

Dated at Wynyard this 1st day of May 2019.

Shane Crawford
General Manager
PO Box 168
Wynyard 7325

www.warwyn.tas.gov.au

BURNIE CITY COUNCIL

NOTICE OF APPLICATION FOR LAND USE PERMIT (Section 57(3) Land Use Planning and Approvals Act 1993)

Applications for use and development of land have been received:-

Application No: DA 2019/40
Site: 11 Nairana Avenue, SHOREWELL PARK (CT 174176/105)

Proposal: Outbuilding to be associated with a Single Dwelling
Discretionary Matter: Reliant on performance criteria for grant of permit - clause 10.4.2 (P3)

Application No: SD 2019/1291
Site: 530 Stowport Road STOWPORT CT 102503/1 & CT 55279/1

Proposal: Subdivision to create 7 lots
Discretionary Matter: Reliant on performance criteria for grant of permit - clause 13.4.1 (P1) - clause 13.4.2 (P1) - clause 13.4.7 (P2) and clause 13.4.8 (P1)

The applications may be viewed at the Burnie City Council Offices, 80 Wilson Street, Burnie between 8.30am - 5.00pm Monday to Friday inclusive or on Council's website at www.burnie.net

Any person may make representation relating to an application in writing addressed to the General Manager, Burnie City Council, PO Box 973, Burnie 7320 or burnie@burnie.net by no later than 5.00pm on 15 May 2019.

Dated: 1 May 2019

Andrew Wardlaw
GENERAL MANAGER

www.burnie.net



West Coast Council will be undertaking a cat trapping program for stray and feral cats under the Cat Management Act 2009 from the **11th May 2019 to the 11th June 2019**.

Trapping will occur in a block area within the bounds of Hunter Street, Bowes Street, Cutten Street and Sticht Street, Queenstown.

Traps will be monitored and penalties will apply for interference.

David Midson
GENERAL MANAGER

Local Government



19 King Edward Street
Ulverstone Tasmania 7315
Tel. 03 6429 8900
Fax. 03 6425 1224
www.centralcoast.tas.gov.au

APPLICATIONS FOR PLANNING PERMITS

S.57 Land Use Planning and Approvals Act 1993.

The following applications have been received:

Location: 491 Forth Road, Forth
Proposal: Residential (retrospective application for landfill and excavation and subsequent works to reshape fill material) - reliance on E10 Water and Waterways Code
Application No.: DA2018251

Location: 10 Hilltop Avenue, Gawler
Proposal: Residential (outbuilding - shed) - variation to side boundary setback
Application No.: DA2018278

The applications may be inspected at the Administration Centre, 19 King Edward Street, Ulverstone during office hours (Monday to Friday 8.00am to 4.30pm) and on the Council's website. Any person may make representation in relation to the applications in accordance with s.57(5) of the Act by writing to the General Manager, Central Coast Council, PO Box 220, Ulverstone 7315 or by email to admin@centralcoast.tas.gov.au and quoting the Application No. Any representations received by the Council are classed as public documents and will be made available to the public where applicable under the *Local Government (Meeting Procedures) Regulations 2015*. Representations must be made on or before 15 May 2019.

Date of notification: 1 May 2019.

SANDRA AYTON
General Manager

BURNIE CITY COUNCIL

LOCAL GOVERNMENT NOTICE
Land Use Planning and Approvals Act 1993
Notice under Section 38

Massy-Greene Drive, South Burnie
CT 134067/2
Burnie Interim Planning Scheme 2013
Draft Scheme Amendment No. 2019/1

Burnie City Council has initiated a draft amendment to the local provisions of the *Burnie Interim Planning Scheme 2013* so as to change the zone as it applies to part of land described on CT 134067/2 at Massy-Greene Drive, South Burnie assigned for 3.39ha of the site from Rural Resource to General Residential zone and for 1.2ha from Rural Resource to Open Space zone, with the balance area of 23.66ha retained in the Open Space zone.

The draft scheme amendment may be viewed at the Burnie City Council Offices, 80 Wilson Street, Burnie between 8.30am - 5.00pm Monday to Friday inclusive or on Council's website at www.burnie.net. Any person may make representation relating to the draft amendment in writing addressed to the General Manager, Burnie City Council, PO Box 973, Burnie 7320 or burnie@burnie.net by no later than 5.00pm on 29 May 2019.

Dated: 1 May 2019

Andrew Wardlaw
GENERAL MANAGER

www.burnie.net



DEVONPORT CITY COUNCIL
137 Rooke Street, Devonport TAS 7310
Phone: 03 6424 0511
www.devonport.tas.gov.au

PLANNING AUTHORITY COMMITTEE MEETING

Notice is given that a meeting of the Planning Authority Committee will be held in the Aberdeen Room, paranaple centre 137 Rooke Street, Devonport on Monday 6 May 2019 at 5:15pm.

A copy of the agenda will be available from paranaple centre or can be found on the website from the Thursday prior to the meeting.

Paul West
GENERAL MANAGER

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Public Notices



Public Notices



DEPARTMENT of PRIMARY INDUSTRIES, PARKS, WATER and ENVIRONMENT

Living Marine Resources Management Act 1995

NOTICE OF PROPOSED ALTERATION TO A MANAGEMENT PLAN FOR THE TASMANIAN ROCK LOBSTER FISHERY

Pursuant to the powers under section 54 (1) of the *Living Marine Resources Management Act 1995* (the Act) that were delegated to the Director (Marine Resources) on 20 January 2016 by the Secretary acting pursuant to section 20(2) of the Act, I hereby give notice that:

- the management plan for the Tasmanian rock lobster fishery is to be altered; and,
- a person may submit a written representation in relation to any proposed alteration; and,
- particulars of the proposed alterations may be obtained from the Licensing Section of the Department of Primary Industry, Parks, Water and Environment, located on the first floor of the Marine Board Building, at 1 Franklin Wharf, Hobart, or from the Department's web site <http://www.fishing.tas.gov.au/rocklobster-review>; and,

- written representations relating to the proposed alterations to the management plan should be lodged with the Wild Fisheries Management Branch, Department of Primary Industries, Parks, Water and Environment, marked to the

Rock Lobster Review
Department of Primary Industries, Parks, Water and Environment
GPO Box 44
Hobart, TAS 7001; or

sent via email to: rocklobsterreview@dpiwte.tas.gov.au; or made online at www.fishing.tas.gov.au/rocklobster-review; and

- the period during which written representations relating to the proposed alterations to the management plan may be lodged with the Department is from Wednesday, 1 May 2019 to Monday, 3 June 2019.

Ian Dutton

Director (Marine Resources)
Department of Primary Industries, Parks, Water and Environment

Dated this 18 day of April 2019

INFORMATION

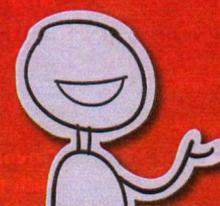
This public notice relates to proposed alterations to the current management plan for rock lobster. Background information and papers may be downloaded at [sitehttp://www.fishing.tas.gov.au/rocklobster-review](http://www.fishing.tas.gov.au/rocklobster-review) or mailed out on request by phoning (03) 6165 3047.

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Annexure 3

CENTRAL COAST COUNCIL

14 May 2019

Division

Rec'd 15 MAY 2019

Central Coast Council
19 King Edward Street
ULVERSTONE TAS 7315

File No

Doc. Id

Reference – Planning Scheme Compliance Submission – Fill at 491 Forth Road Forth

Dear Sir / Ms

I am writing to submit an objection to the above resubmitted retrospective submission for fill at 491 Forth Road Forth.

The person seeking this approval has already completed the majority of the works he is seeking approval for through his submission. This has resulted in the Council and fellow Forth residents from being unable to properly review and place appropriate and acceptable measures to ensure the environmental protection of the Hamilton Rivulet and surrounding areas.

To agree to this retrospective submission would encourage others to build or dump first and submit plans later, which is totally unacceptable.

The Council has in place planning laws for good reason and these have been totally ignored in this instance and only came to light when his illegal dumping was highlighted in the local paper, the Advocate.

In relation to his submission and the reports used to assist in his submission I would make the following points:

There has been no indication on what substances were dumped on the site previously to the fill supplied from the Devonport Hospital site. Under 8.2 Anecdotal of the ES&D report, the only inspections of these materials were carried out by Mr Ivory, who I do not believe is an expert in this field. There has been no soil samples taken from the lower areas of the dump site and for that matter samples from the recently dumped material from the Devonport Hospital site.

The only sampling from my reading of the various reports were taken from the Hamilton Rivulet on a once only basis. There has been no long term analysis of the Hamilton Rivulet after the dumping of this material from the Devonport Hospital Site.

The only additional information in this resubmitted document is that there have been four test holes dug on the site. There appears to be no testing of the material from these test holes, it was purely a visual inspection of the material.

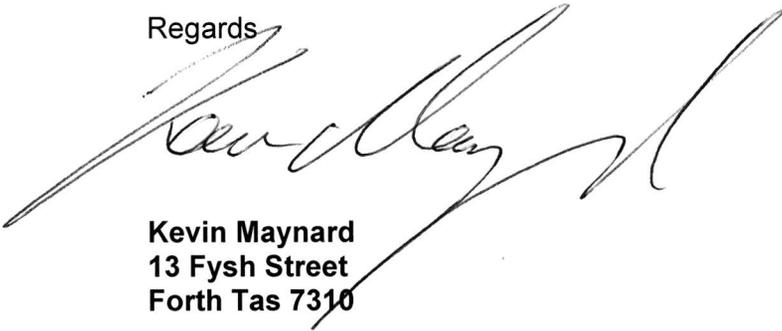
The changes that have been proposed in the submission requires the sediment barriers to be regularly inspected and maintained after each significant rainfall event to repair damage and remove clogging by silt and debris.

If this is to fall on the owner, how much confidence do local residents have that the current owner and future owners will meet this responsibility based on the current owners previous experience with council regulations. What bonds or financial guarantees will Council be able to gain to ensure this would actually take place?

In the ES&D report under recommendations they propose additional water monitoring in 12 months, 3 years and 6 years from the date of the baseline sampling. The applicant makes no mention of this additional sampling in his submission and the inference can only be drawn from this is that there will be no further sampling. This is totally and utterly inadequate.

The ESD Report in the same way they did in their last submission recommended certain actions been undertaken before the start of Winter 2019. This was also recommended for last year. It wasn't done last year and I don't believe it has been done this year.

Regards

A handwritten signature in black ink, appearing to read 'Kevin Maynard', written over a large, light-colored scribble or background mark.

Kevin Maynard
13 Fysh Street
Forth Tas 7310

Division

Rec'd 15 MAY 2019

File No

Doc. Id

14th. May 2019

Gail Taylor
8 Falk Rd

Don 7310

0476271551

R.E. DA 2018251

© 191 FORTY RD FORTY.

To whom it may concern.

I really can't believe this saga is still going on off so long, without positive action being taken to clean this mother up.

Everyday the environmental work is left - the more the surrounding environment is degraded by the variety of irregular elements that it contains.

My daughter Katie, is a Project Manager with the EPA in Melbourne. On a recent visit, she looked at the site, and was appalled that nothing had been done. She said, "If it was a her jurisdiction" They would have been stopped with a stamp order straight away, and people would have been prosecuted. No molly about.

The whole saga reeks of capriciousness & minimal regulation - the creek is contaminated & is leaching into the waterway - on this side our water supply - Action needs to be taken Now

(2)

As for the report that Mr Ivory
is intending to redevelop the site -
I have been lead to believe the
site will be used to build yet
more flats to take, the overflor
free his weekly business he runs
out Kellogg Street Rd Epsom:

You really need to take partici-
pation in decision making on this matter,
any soft decision will impact upon
future outcomes of broader of
planning & environmental issues.

Yours sincerely


Mary-Ann Edwards

From: Phil Murray <pmurray@internode.on.net>
Sent: Sunday, 12 May 2019 1:46 PM
To: switch
Subject: 491 Forth Road DA2018251 and previously DA2018054

Dear General Manager
Central Coast Council

Submission to Planning Application DA2018051

I previously submitted the below submission to your council on 7 November 2018 regarding an aborted attempt to gain retrospective approval for illegal dumping at 491 Forth Road and I can see no reason why the situation has changed with the new application, so I am re-submitting my submission.

I have heard people in the streets discussing this matter, mainly interested or concerned about how retrospective approval could be given to clearly illegal activity.

I maintain that the land owner is partly responsible but those who dumped the fill on his land must be held accountable because councils and contractors know that a permit is required for dumping on private property. Can they be charged with illegal dumping?

One would think that any council staff member who drove past the illegal dumping would care enough to raise the matter at council early on.

Burying the fill on site and alluding to the (bad) farming practices and water use of the landholders above this property are not acceptable.

The only acceptable solution, and one that would make it clear that retrospective approval will not be given to clearly illegal activity, is to make it a requirement that the fill be removed and taken to a legal dumping site and those that dumped the fill be made to share proportionally in the cost.

Submission to Planning Application DA2018251
491 Forth Road

Retrospective approval for illegal dumping.

Dear General Manager,

I wish to oppose council giving retrospective approval for the illegally dumped landfill (mostly from the demolished Womens Hospital in Devonport) at 491 Forth Road.

Council would not give approval for this planning application were it applied for prior to the dumping occurring, because of environmental concerns so why would you do so after the fact?

There can be no guarantee that the material dumped at this site will be securely stored on site without the risk of escape and contamination of properties below.

The reasons for this are;

One. Should any of the dams above the property concerned give way, the released water will cause the landfill to be uncovered and moved downstream.

Two. The property which contains the landfill is not large enough to contain the material on site and prevent contamination of other properties if there is a problem.

Three. Landfill should never be placed in a gully or creek because it makes it impossible to prevent the contaminants from escaping due to the presence of water.

Four. No Environmental Impact Statement has been conducted so threatened species present and other environmental factors are unknown and therefore cannot be addressed.

While the landowner may claim ignorance of the planning requirements for landfill, (ignorance is not accepted by law as a defence for wrongful activity), the contractors and councils who dumped on his property have no excuse for their actions. It is up to them to check if a permit is in place and therefore it should be up to them to remediate the site at their cost.

Simply put, the dumped material should be removed and taken to Dulverton for safe storage.

For many decades councils have used creeks, gullies, foreshores and other sites to dump their landfill. Why do they continue to do this when permits are rarely in place and the public would not be allowed to do the same? It is time for all councils to take a good look at their own practices in this regard, and only dump landfill at approved sites.

Sincerely

Phil Murray
127 Best Street
Devonport
pmurray@internode.on.net

Annexure 4



Aerial view – 491 Forth Road, Forth



View across top of landfill site, with TasWater water main in the distance



View of landfill - 491 Forth Road, Forth



View of landfill - 491 Forth Road, Forth



View of landfill - 491 Forth Road, Forth



View of landfill - 491 Forth Road, Forth



View towards an area of Hamilton Rivulet that is not affected by landfill works



View from the top of the landfill area towards agricultural land



Disturbed channel of Hamilton Rivulet - 491 Forth Road, Forth



Landfill material from Devonport Maternity Hospital demolition site



Soil stockpile - 491 Forth Road, Forth



Disturbed channel of Hamilton Rivulet – 491 Forth Road, Forth



Disturbed channel of Hamilton Rivulet - 491 Forth Road, Forth

Annexure 5

Level 6, 134 Macquarie Street, Hobart TAS
GPO Box 1550, Hobart, TAS 7001 Australia



Enquiries: Mary Gibbs
Ph: +61 3 6165 4542
Email: mary.gibbs@epa.tas.gov.au
Web: www.epa.tas.gov.au
Our Ref: EN-EM-EV-DE-030723_5/M468775

20 May 2019

Ms Sandra Ayton
General Manager
Central Coast Council
PO Box 220
ULVERSTONE TAS 7315

Email: admin@centralcoast.tas.gov.au

Dear Ms Ayton

**PDA SURVEYORS – RETROSPECTIVE APPLICATION FOR LANDFILL - RESIDENTIAL
491 FORTH ROAD, FORTH (DA 2018-251)
BOARD ASSESSMENT NOT REQUIRED**

I am writing in response to Council's correspondence, received on 7 May 2019, referring the above proposal to the Environment Protection Authority (EPA) under s25 of the *Environmental Management and Pollution Control Act 1994* (the EMPC Act).

The information provided in the application (DA-2018-251) indicates that the material on the site:

- a) is inert in nature; and
- b) constitutes a significant proportion of demolished building material.

It is considered likely that there is more than 100 tonnes of 'inert waste' on the site, which would meet the definition of a 'waste depot' under Clause 3(b) of Schedule 2 of the EMPC Act. Therefore the retrospectively proposed landfill deposition appears to constitute a Level 2 activity.

With this in mind, I consider Council's correspondence to be a referral to the Board for assessment in accordance with s25 of the EMPCA Act.

Acting under delegation from the Board, in accordance with section 25(1D) of the Act, I have determined that the Board does not need to assess the activity to which the application relates, as the proposal is of limited scale, and considered to have negligible risk of causing environmental nuisance or harm. Specifically, I note that the proposal includes reshaping the deposited material away from the waterway, stabilisation and capping, and that sampling undertaken of water on the site indicates that the material is not contaminating the waterway.

I nevertheless recommend that, if Council determines to approve the application, the resultant permit include conditions which:

- prohibit any further receipt and disposal of waste on the site; and
- require that the waste already received on the site is appropriately shaped, managed and covered.

Council may proceed with assessment of the permit application under the *Land Use Planning and Approvals Act 1993* without further reference to the Board.

You should note that the above decision is based on the information provided with the permit application. If details of the proposal change significantly, you should advise the applicant to seek advice from EPA Tasmania before proceeding, to ensure that the proposed activity will comply with the EMPC Act.

If you have any queries regarding the above, please contact Mary Gibbs on (03) 6165 4542.

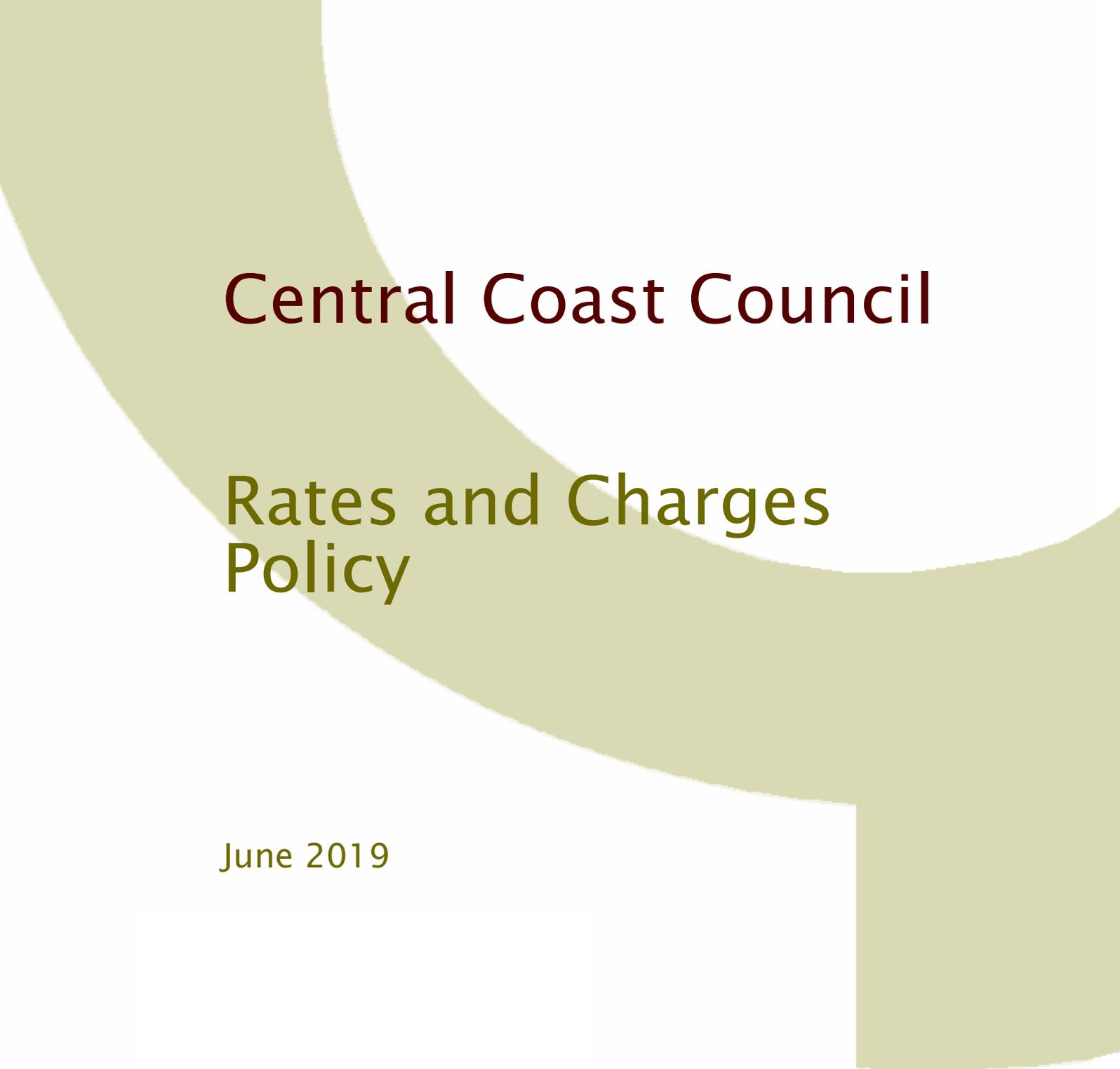
Yours sincerely

A handwritten signature in black ink, appearing to read 'M. Read', written in a cursive style.

Martin Read
DEPUTY DIRECTOR, ENVIRONMENT PROTECTION AUTHORITY
Delegate for the Board of the Environment Protection Authority

Cc: Ms Mary-Ann Edwards, Land Use Planning Group Leader, E: planning@centralcoast.tas.gov.au

Mr Tom Reilly, PDA Surveyors, E: pda.dpt@pda.com.au



Central Coast Council

Rates and Charges Policy

June 2019

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INTRODUCTION

The Central Coast Council acknowledges that rates constitute a system of taxation for Local Government purposes, as required by the *Local Government Act 1993*. Rates are determined by reference to the Assessed Annual Value and the Rate in the Dollar.

The aim of the Council's Rates and Charges Policy is to provide clear information to ratepayers about the Council's rating structure.

Copies of the Rates and Charges Policy can be accessed via the Council's website at www.centralcoast.tas.gov.au and are available for inspection at, or copies may be obtained from, the Council's Administration Centre, 19 King Edward Street, Ulverstone and Service Centre, 78 Main Road, Penguin.

The next review of this Rates and Charges Policy will be by June 2022 or when the Council makes a significant change in how it applies rates and charges, whichever is earlier.

Under section 90 of the *Local Government Act 1993* the Council may, not earlier than 1 June and not later than 31 August in any year, set rates for that year on all rateable land in its municipal area.

STRATEGIC FOCUS, ANNUAL BUSINESS PLAN AND BUDGET

The Central Coast Council adopts a rating structure for each financial year to meet the requirements of the *Local Government Act 1993* and to provide relative certainty and continuity for ratepayers. The rating structure sets out how the Council will determine and collect rates from its community.

The Council's rating structure is an integral part of its Annual Business Plan and Budget. In formulating the rating structure, the Council considers the impact on key parameters including the Council's Strategic Plan, Long-term Financial Plan, Asset Management Plans and Budget documents.

The Council is required by the *Local Government Act 1993* to take into account the principles referred to in section 86A(1) of the Act; that is:

- (a) rates constitute taxation for the purposes of local government, rather than a fee for service; and
- (b) the value of rateable land is an indicator of the capacity of the ratepayer in respect of that land to pay rates.

In setting rates, the Council considers the amount of revenue required to fund the delivery of services and activities set out in the Annual Plan and Budget and to meet the goals and objectives of the Council's strategic directions.

RATING EQUITY

The Council has determined that issues concerning equity within the community and the impact of rates across the area are addressed by the application of a rating structure that has regard to the equity, benefit, ability-to-pay, efficiency and simplicity principles of taxation.

Based on a review of the impact on the ratepayers of the Central Coast Council, the Council has determined that it should ensure that all relevant land is assessed for rates, and that the provisions of the *Local Government Act 1993* should be applied fairly and equitably to all landowners and occupiers.

The Central Coast Council is committed to maintaining a transparent rating system; as a result, the Council ensures that the Rates and Charges Policy is managed to provide the greatest level of equity for our customers by maintaining a non-punitive rating structure.

Some properties are exempt from paying council rates. In certain circumstances rates levied against some properties are rebated according to mandatory provisions of the *Local Government Act 1993*. Rates foregone through exemption or rebates must be contributed equitably across the remainder of the ratepayer base. The Council acts responsibly to only award exemptions and mandatory rebates where they are warranted to minimise this impact on the general community.

Equity and impact issues are best dealt with when considering all facets of the Council's rating structure, including valuation, rating and collection policies and practices.

RATING METHOD

The Council has adopted the Assessed Annual Value (AAV) valuation method for rating purposes. AAV is principally based on the annual rental potential of the property.

The Council reviews the valuation method as part of its yearly rating review to determine whether AAV continues to be the most appropriate method to distribute the rate tax burden amongst the Council's ratepayers. As the Council's property base changes, the valuation method must continue to reflect relative changes to the tax base, growth in existing values and the mix of new property developments.

The State Valuer-General makes valuations of the land values, capital values and assessed annual values of all lands within each valuation district, including any Crown lands that are liable to be rated in accordance with Part 9 of the *Local Government Act 1993*. AAVs are determined each revaluation cycle, currently a six-year cycle. The *Valuation of Land Act 2001* determines that rating and taxing authorities are to be provided with market-based Adjustment Factors for property valuations when rating authorities are not subject to a revaluation cycle. Adjustment Factors help minimise large fluctuations to valuations that can occur between revaluation cycles.

The Adjustment Factors are determined from defined classes of property (such as residential, commercial, industrial, primary production, vacant and non-vacant land) and on a locality basis within the municipal area.

The AAV method will continue to be adopted for the following reasons:

- . for the majority of the Council's ratepayers, it is a suitable valuation measure considering their ability to pay according to the income earning capacity of the property;
- . the availability of a significant amount of market annual rental information makes the AAV method efficient to administer; and
- . the method is considered consistent with the equity, ability to pay, efficiency and simplicity principles of taxation.

It is noted that AAV has a minimum of 4% of Capital Value which generally applies to most rural properties and highly valued residential properties for equity purposes.

SUPPLEMENTARY VALUATION RATE

If a supplementary valuation is made of any land prior to the end of any financial year the Council may adjust the amount payable in respect of any rate for that land for that financial year.

If an adjusted rate is made of any land, a rate notice must be issued by the General Manager, with the amount shown as credited or payable on that notice due to be paid within 30 days of the date on which that notice issued.

EXEMPTIONS

The Central Coast Council's practice is to identify and value all land in the Council area. Once identified each separate parcel of land is assessed for rateability. Section 106A of the *Local Government Act 1993*, specifies the way certain properties might be exempt from council rates:

- (1) A council, by absolute majority, may:
 - (a) exempt land or a class of land from a separate rate or separate charge;
or
 - (b) vary the amount of a separate rate or separate charge payable in respect of land or a class of land, having regard to:
 - (i) the use or predominant use of the land or class of land; or
 - (ii) the non-use of the land; or
 - (iii) the locality of the land or class of land; or
 - (iv) any other prescribed factor.

The Central Coast Council has exempted a range of properties under section 87(1) of the *Local Government Act 1993* as follows:

87. Exemption from rates
- (1) All land is rateable except that the following are exempt from general and separate rates, averaged area rates, and any rate collected under section 88 or 97:
- (a) land owned and occupied exclusively by the Commonwealth;
 - (b) land held or owned by the Crown that is not land to which a relevant right to occupation relates and that is land that –
 - (i) is a national park, within the meaning of the *Nature Conservation Act 2002*; or
 - (ii) is a conservation area, within the meaning of the *Nature Conservation Act 2002*; or
 - (iii) is a nature recreation area, within the meaning of the *Nature Conservation Act 2002*; or
 - (iv) is a nature reserve, within the meaning of the *Nature Conservation Act 2002*; or
 - (v) is a regional reserve, within the meaning of the *Nature Conservation Act 2002*; or
 - (vi) is a State reserve, within the meaning of the *Nature Conservation Act 2002*; or
 - (vii) is a game reserve, within the meaning of the *Nature Conservation Act 2002*; or
 - (viii) ...
 - (ix) is a public reserve, within the meaning of the *Crown Lands Act 1976*; or
 - (x) is a public park used for recreational purposes and for which free public access is normally provided; or
 - (xi) is a road, within the meaning of the *Roads and Jetties Act 1935*; or
 - (xii) is a way, within the meaning of the *Local Government (Highways) Act 1982*; or
 - (xiii) is a marine facility, within the meaning of the *Marine and Safety Authority Act 1997*; or

- (xiv) supports a running line and siding within the meaning of the *Rail Safety National Law (Tasmania) Act 2012*;
- (ba) land, held or owned by the Crown, that is a seabed –
 - (i) on land to which relates a lease granted and in force under Part 4 of the *Marine Farming Planning Act 1995*; or
 - (ii) on land, if no lease (other than a lease referred to in subparagraph (i), or licence, has been granted by the Crown in relation to the land and is in force; or
- (c) land owned by the Hydro-Electric Corporation or land owned by a subsidiary, within the meaning of the *Government Business Enterprises Act 1995*, of the Hydro-Electric Corporation on which assets or operations relating to electricity infrastructure, within the meaning of the *Hydro-Electric Corporation Act 1995*, other than wind-power developments, are located;
- (d) land or part of land owned and occupied exclusively for charitable purposes;
- (da) Aboriginal land, within the meaning of the *Aboriginal Lands Act 1995*, which is used principally for Aboriginal cultural purposes;
- (e) land or part of land owned and occupied exclusively by a council.

The Council is mindful that wherever properties are exempt from paying council rates, or where a rebate is applied, those rates foregone must be contributed by the rest of the community. The principles of equity dictate that the Council remains diligent in only granting exemptions where they are warranted. It is the Council's practice to adopt valuations for exempt properties. Where exempt properties become rateable part of the way through the financial year, rates are then calculated and recovered.

GENERAL RATE

The *Local Government Act 1993* provides for raising of revenue for the broad purposes of the Council through a General Rate which applies to all properties, or through variations to the General Rate which apply within the municipal area according to any or all of the following factors:

- . the use or predominant use of the land;
- . the non-use of the land;
- . the locality of the land;
- . any planning zone;
- . any other prescribed factor.

SERVICE RATES AND CHARGES

FIRE LEVY

The Council is required to collect a mandatory State Government service rate for the State Fire Levy.

The fire levy rate applies to all rateable land and includes a minimum amount payable in respect of the fire levy.

The Council is required to remit revenue raised to the State Fire Commission and does not determine how the revenue is to be spent. A commission of the revenue collected is provided by the State Fire Commission for collection of the levy.

WASTE MANAGEMENT

A Waste Management Service Charge is payable in respect of all rateable land to which a garbage collection service is supplied or made available.

MINIMUM AMOUNT PAYABLE

In making a General Rate, a council may set a minimum amount payable in respect of that rate if that rate does not include a fixed charge. The setting of such a minimum amount provides a mechanism by which lower valued properties pay not less than a minimum amount, and it can only apply if there has been no fixed charge applied. The minimum amount must not apply to more than 35% of properties for each year.

The reasons for imposing a minimum amount is that the Council considers it appropriate that all rateable properties make a base level contribution to the cost of administering Council activities, and the cost of creating and maintaining the physical infrastructure that supports each property.

STATE GOVERNMENT CONCESSION

PENSIONER REBATE

Eligible pensioners as at 1 July each year are entitled to a State Government rate rebate of 30% up to a maximum amount. That maximum amount varies if they are also a TasWater customer.

This rebate applies only to a pensioner's principal place of residence, provided they satisfy the requirements of the State Government and hold a:

- Pensioner Concession Card (PCC);
- Veterans' Affairs Gold Card; or
- Health Care Card (HCC), but excludes a Seniors Health Card.

The Council deducts the rebate for previously eligible Pensioner Remissions from rates prior to issuing notices, but requires new pensioners, pensioners who have recently

relocated to this municipal area, or any pensioner who believes he/she should have been eligible for a Rate Remission, to complete an application form and lodge it with the Council.

The State Government verifies and approves the rebate applications each year, and if any rebate application is found to be ineligible the rebate amount will be revoked and payable by the ratepayer.

COUNCIL CONCESSION

PENSIONER REMISSION

The Central Coast Council also provides a rate remission to eligible pensioners living alone.

RATE REMISSIONS

DISCRETIONARY REMISSIONS

Discretionary remissions are reviewed on a case-by-case basis under section 129 of the *Local Government Act 1993* as follows:

129. Remission of rates
 - (1) A ratepayer may apply to the council for remission of all or part of any rates paid or payable by the ratepayer or any penalty imposed or interest charged under section 128.
 - (2) An application is to be –
 - (a) made in writing; and
 - (b) lodged with the general manager.
 - (3) A council, by absolute majority, may grant a remission of all or part of any rates, penalty or interest paid or payable by the ratepayer.
 - (4) A council, by absolute majority, may grant a remission of any rates, penalty or interest paid or payable by a class of ratepayers.
 - (5) The general manager is to keep a record of the details of any remission granted under this section.

All assessment criteria will be applied fairly and equitably to each application on a case-by-case basis.

Any person or body who is aggrieved by a determination of the delegated officer in respect of an application for a rebate may seek a review of that decision in accordance with the Council's Customer Service Charter.

REMISSIONS ON UNOCCUPIED PROPERTY

The Council will consider a remission where a separate house and flat are located at the same premises but the flat is not being occupied as a separate household.

This will be considered upon the production by the owner each year of a statutory declaration to the effect that the flat is not being let and/or used as a single dwelling separate to the principal dwelling house and that any second power connection has been removed.

Such a statutory declaration is to be lodged with the Council within the time approved for the granting of a discount.

Any difficult decisions as to whether a rating adjustment is granted is to rest with the Council.

PAYMENT OF RATES

PAYMENT

All Rates and Charges shall be payable in one payment on or before the 30th day of September each year.

DISCOUNT FOR EARLY PAYMENT

A discount of 5% is offered to all ratepayers for payment of Rates and Charges in total on or before the 31st day of August, each year, provided that no such discount shall be offered if there are at any time any arrears of Rates and Charges owing.

The Council offers a range of payment options for the convenience of ratepayers. Methods of payment are usually outlined on the back of the rates notice and include payment:

- in person at the Council's offices at 19 King Edward Street, Ulverstone (Monday – Friday) or 78 Main Road, Penguin (Wednesday – Friday);
- by mail to Central Coast Council, PO Box 220, Ulverstone, 7315. Cheques should be made payable to Central Coast Council and marked 'Not Negotiable';
- by direct debit. Application forms are available at the Council's offices or by phoning (03) 6429 8900;
- by phoning 1300 886 451 any time with your credit card and property details;
- online at www.centralcoast.tas.gov.au, select Payments and follow the prompts.

Ratepayers may also apply to the Council to pay Rates and Charges by instalments, subject to approved terms and conditions. Arrangements are required to be made by 30 September each year.

NON-PAYMENT OF RATES

The failure by some ratepayers to pay either their rates or the relevant instalment payment of those rates on time does impact on the rest of the ratepayers of the Central Coast Council. Under section 128 of the *Local Government Act 1993* late payment fines and penalties may be applied to any outstanding rates not paid by the last day to pay. The Council does not currently apply any such penalty.

The Council may take legal action to recover any overdue amounts, fines and interest.

If an amount payable by way of rates in respect of land has been in arrears for three years or more, the Council may sell the land in accordance with section 137 of the *Local Government Act 1993*.

OBJECTIONS

RATES NOTICE

A person may object to a rates notice on the grounds that:

- (a) the land specified in the rates notice is exempt;
- (b) the amount of rates is not correctly calculated;
- (c) the basis on which those rates are calculated does not apply;
- (d) he/she is not liable for payment for the rates specified in the notice; or
- (e) he/she is not liable to pay those rates for the period specified in the rates notice.

Any objection must be in writing to the General Manager and made within 28 days after receipt of the rates notice.

A person may appeal to the Magistrates Court for a review if the General Manager:

- (a) fails to amend the rates notice within 30 days after lodging the objection;
- (b) refuses to amend the rates notice.

It is important to note that the lodgement of any objection does not change the due date for payment of rates. Rates must be paid in accordance with the Rates Notice until otherwise notified by the Council.

VALUATION OR LAND USE

If a property owner believes that a particular property has been incorrectly valued or wrongly classified as to its land use, then an objection may be made to the Valuer-General within 60 days of being notified of the land valuation or land use classification.

COMMUNICATION

The Council is committed to accountable and transparent decision-making processes, providing access to a fair and objective procedure for the internal review of decisions.

If a ratepayer has any queries or concerns about the Rates and Charges Policy or their Rate Notices they should, in the first instance, contact the Council's Rates staff. All

attempts will be made to resolve concerns quickly and efficiently without the need for a formal grievance application to be lodged. If, however, the ratepayer feels that their concerns are not being adequately dealt with, the Council's Customer Service Charter allows them to seek further clarification or redress.

The Council's Customer Service Charter has been developed and adopted in accordance with Section 339F of the *Local Government Act 1993*. Copies of the Charter are available for public inspection on the Council's website www.centralcoast.tas.gov.au and at the Administration Centre, 19 King Edward Street, Ulverstone, or at the Service Centre, 78 Main Road, Penguin, without charge.

THE STATE OMBUDSMAN

If a ratepayer feels that their application has not been dealt with satisfactorily by the Council, they can take their concerns to the State Ombudsman. The Ombudsman has comprehensive powers to investigate the actions of local government. Concerns can be taken to the Ombudsman at any time during the grievance application review process. If a grievance application is taken to the Ombudsman while the Council's review is also in progress, the Council's review may be suspended until the outcome of the Ombudsman's review has been considered.

Finally, it remains the right of ratepayers to make a complaint against the Council, in accordance with the section 339E of the *Local Government Act 1993*.

A rate cannot be challenged based on non-compliance with the Council's Rates and Charges Policy and must be paid in accordance with the required payment provisions.

SANDRA AYTON
GENERAL MANAGER

Code for Tenders and Contracts

May 2019

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1 Introduction

The purpose of the Code for Tenders and Contracts (Code), is to provide a policy framework on best practice tendering and procurement methods in line with the legislative requirements of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulations 2015* (the Regulations).

With this Code the Central Coast Council (the Council) aims to achieve the purchasing principles of:

- . open and effective competition;
- . value for money;
- . enhancement of the capabilities of local business and industry; and
- . ethical behaviour and fair dealing.

The Act requires every council to adopt a code relating to tenders and contracts.

This Code:

- . is consistent with the Act and the Regulations; and
- . includes procedures and guidelines for any prescribed matter.

As a measure of accountability and transparency, the General Manager will:

- . make a copy of this Code (and any amendments) available for public inspection at the public office during ordinary office hours;
- . make copies of this Code available for purchase at a reasonable charge; and
- . publish a copy of this Code on the Council's website.

The Act and Regulations require the Council to invite tenders for any contract it intends to enter into for the supply or provision of goods or services valued at or above \$250,000 (excluding GST). The Council has however chosen to maintain its threshold at \$100,000 and in accordance with the Regulations, the Council will invite tenders for all contracts valued at or over \$100,000 (excluding GST) by one of the following means:

- . an open tender process (refer Sections 5.1 through to 5.12);
- . a multiple-use register (refer Section 5.13); or
- . a multiple-stage tender (refer Section 5.14).

There are circumstances in which the Council is exempt from undertaking the above processes. These circumstances are described in Section 6.

For purchases under the \$100,000 threshold, the Council, in accordance with the Regulations, has decided that a quotation process will be undertaken. The Council may choose to grant an exemption from undertaking a quotation process where the same circumstances exist for that of a tender described in Section 6.

The Council will not split a contract into two or more contracts for the primary purpose of avoiding compliance with the requirement to publicly invite tenders.

Officer acting under this Code should do so under delegated authority from the General Manager.

2 Definitions

Code – refers to this Code for Tenders, Contracts and Procurement which has been developed in accordance with the requirements of the *Local Government Act 1993* and the *Local Government (General) Regulations 2015*.

Consultant – a person or organisation, external to the Council, engaged under a contract on a temporary basis to provide recommendations or high-level specialist or professional advice to assist decision making by the Council. The consultant will be expected to exercise his or her own skills and judgement independently of the Council. It is the advisory nature of the work that distinguishes a consultant from a contractor.

Contractor – a person or organisation, external to the Council, engaged under a contract for service (other than as an employee) to provide specified services to the Council.

Contract – a contract is an obligation, such as an accepted offer, between competent parties upon a legal consideration, to do, or abstain from doing, some act.

Expression of Interest (EOI) – an Expression of Interest may be used as a means of exploring the market or to pre-qualify businesses to reduce the cost of tendering by restricting the issue of formal tenders.

Local Business – any business operating in the Central Coast municipal area that has a permanent office or presence in the municipal area.

Multiple-stage Purchasing – a process which allows for a preliminary assessment of the market to be made in terms of the capabilities of potential suppliers and the goods and services that are available to satisfy the requirement, before a final purchasing stage is undertaken.

Preferred Supplier – a supplier that has satisfied the Council's selection criteria and is approved for the purchase of particular goods and services.

Procurement – the entire process by which all resources are obtained by an entity, including planning, design, standards determination, specification writing, selection of suppliers, financing, contract administration, disposals and other related functions.

Probity – probity is a risk management approach to ensuring procedural integrity.

Public Tender – a tender where any business that can meet the requirements of the Request for Tender can bid.

Purchasing – the acquisition of goods or services.

Quotation – the bid submitted in response to a Request for Quotation from the Council.

Request for Quotation (RFQ) – either a verbal or written request for offers from businesses capable of providing a specified good or service.

Request for Tender (RFT) – a document soliciting offers from businesses capable of providing a specified good or service. Requests for Tender are usually advertised.

Standing Tender – a tender from which a single tenderer or multiple tenderers may be contracted for a specified period to provide specified goods or services during that period without the need for a further tender process.

Tender – a proposal, bid or offer that is submitted in response to a Request for Tender from the Council.

Tender Evaluation Panel – a committee established to review the process used for all tenders over \$100,000 (excluding GST).

Value for Money – achieving the desired outcomes at the best possible price.

Verbal Quotation – a verbal response to a request for a quotation.

Written Quotation – a written response to a request for a quotation.

3 Purchasing Principles

This Code has been developed in order to have a transparent set of strategies and procedures that the Council will follow in order to comply with the four purchasing principles as required in the *Local Government (General) Regulations 2015*. Below is a brief definition of each principle and what it means in practice to the Council.

3.1 Open and effective competition

Open and effective competition – ensuring that the purchasing process is impartial, open and encourages competitive offers.

In practice this means that the Council will:

- . use transparent and open procurement processes so that potential contractors, suppliers and the public can have confidence in the outcomes;
- . adequately test the market by applicable processes, e.g. by open tender or by seeking quotations;
- . avoid biased specifications; and
- . treat all suppliers consistently and equitably.

3.2 Value for money

Value for money – achieving the desired outcome at the best possible price.

In practice this means that the Council will weigh-up the benefits of each purchase against the costs of that purchase. In doing this, it may take the following factors into consideration:

- . fitness for purpose;
- . maintenance and running costs over the lifetime of the product;

- . the advantages of buying locally, e.g. shorter delivery times, local backup and servicing, and the availability of spare parts;
- . the contribution to the achievement of other Council objectives such as industry development and employment creation;
- . quality assurance and perceived level of risk;
- . the capacity of the supplier, e.g. managerial and technical abilities; and
- . disposal value.

3.3 Enhancement of the capabilities of local business and industry

Enhancement of the capabilities of local business and industry – ensuring that local businesses that wish to do business with the Council are given the opportunity to do so.

In practice this means that the Council:

- . will actively seek bids from local business, if available, particularly from those which have previously requested the opportunity to quote;
- . will, for purchases less than \$10,000 (excluding GST), seek at least one verbal quote from a local business, if available. Exemptions may apply to items below \$500 (excluding GST), refer to table on page 9;
- . will, for purchases between \$10,000 and \$100,000 (excluding GST), seek at least one written quote from a local business, if available; and
- . will, for purchases greater than \$100,000 (excluding GST), seek to get at least one tender from a local business, if available.

3.4 Ethical behaviour and fair dealing

This principle means that all procurement is undertaken in a fair and unbiased way and in the best interests of the Council.

In practice this means that the Council will:

- . be fully accountable for the purchasing practices that it uses and the decisions it makes;
- . ensure that decisions are not influenced by self-interest or personal gain (i.e. declining gifts or other personal benefits from suppliers);
- . identify and deal with conflicts of interest;
- . maintain confidentiality; and
- . ensure that all procurement is undertaken in accordance with the Council's policies.

4 Ethics and Probity

4.1 Ethics

The Council will observe the following ethical standards when making procurement transactions:

- . all business will be conducted in the best interests of the ratepayers, avoiding any situation which may impinge, or might be deemed to impinge, on impartiality;
- . all expenditure will be in accordance with the requirements of the *Local Government Act 1993* and the *Local Government (General) Regulations 2015*;
- . all procurement activity will be undertaken without favour or prejudice and will aim to maximise value in all transactions;
- . confidentiality will be maintained in all dealings; and
- . acceptance of gifts, gratuities or any other benefits which may influence, or might be deemed to influence, equity or impartiality will not be permitted.

4.2 Probity

In order to achieve probity, the Council will consider the following five probity principles throughout all stages of procurement and contracting processes to ensure success in achieving the best value for public money:

- . open competitive processes;
- . transparency of process;
- . identification and resolution of conflicts of interest;
- . accountability; and
- . monitoring and evaluating performance.

4.3 Procurement

The following points make up the Council's commitment to equitable and transparent Procurement. The Council aims to:

- . ensure that all potential suppliers are provided with identical information upon which to base tenders and quotations and are given equal opportunity to meet the requirements;
- . establish and maintain procedures to ensure that fair and equal consideration is given to all tenders and quotations received;
- . promote honesty and equity in the treatment of all suppliers of goods and services;
- . provide a prompt and courteous response to all reasonable requests for advice and information from potential or existing suppliers;
- . promote fair and open competition and seek value for money for the Council and its local community;

- . seek to minimise the cost to suppliers for participation in the procurement process;
- . protect commercial-in-confidence information;
- . satisfy accountability standards;
- . establish processes that avoid situations where private interests of the Council's employees may conflict with public/council duty and provide for the declaration of any conflicts of interest that do arise; and
- . provide a clear statement that soliciting or accepting remuneration or other benefit from a supplier for the discharge of official duties is not permitted and may be illegal.

5 Making the Purchase

5.1 Procurement overview – processes

The following procurement overview is provided to give a brief outline on the way in which the Council procures routine goods and services:

- . plan the purchase, which includes the selection of the most appropriate purchasing method;
- . prepare the relevant documents, e.g. quotation, tender or expression of interest;
- . invite and receive offers;
- . evaluate those offers;
- . where the process has involved a formal contract process for a contract of a value greater than that of the General Manger's delegation, gain a Council resolution to formally proceed with the contract with one of the contractors.
- . advise the successful bidder and offer to debrief any unsuccessful bidders; and
- . manage any contract that has been implemented as a result of the procurement.

5.2 Planning the Procurement

During the planning phase of procurement, the following steps may be taken by the Council's staff:

- . any relevant approval to undertake procurement is obtained;
- . an estimate of the cost of the good or service is undertaken and available Council funding of such a procurement is confirmed and an appropriate method of procurement is chosen;
- . market research and consultation is undertaken, e.g. what products are available on the market and how many suppliers;
- . the specifications, shall where applicable, comply with the *Work Health and Safety Act 2012*;

- . the specifications are defined, and mandatory requirements are identified. The specifications will usually be developed in consultation with relevant Council stakeholders (useful resources during this phase may include previous or similar specifications);
- . the establishment of a Tender Evaluation Panel, if required (refer Section 5.8.1);
- . the establishment of evaluation criteria and evaluation methodology, undertaken by Project Manager;
- . the development of a risk assessment and management plan;
- . the commencement of a contract management plan; and

There are three tendering and procurement thresholds that require different levels of involvement in planning and executing the procurement. The following table refers to the thresholds and summarises what procurement method the Council utilises based on the total dollar value of the purchase.

Procurement Value	Minimum Requirement
\$10,000 and below (excluding GST)	<p>Verbal Quotations</p> <p>Where possible, at least three verbal quotations will be obtained, of which the Council will seek at least one from a local business (if available) and issue a purchase order form to the successful business including the agreed price.</p> <p>Exemption from obtaining verbal quotations</p> <p>Quotations are not required for one-off purchases valued at \$500 or less that fall outside the Preferred Supplier Listing where it would not be cost-effective to obtain verbal quotations.</p>
Between \$10,000 and \$100,000 (excluding GST)	<p>Written quotations</p> <p>Where possible, at least three written quotations will be obtained, of which the Council will seek at least one from a local business (if available).</p>
\$100,000 and greater (excluding GST)	<p>Any one of the following:</p> <p>Public Tender -</p> <ul style="list-style-type: none"> . The tenders will be advertised in the Saturday edition of The Advocate newspaper or other newspapers as appropriate. . Each of the tenders will be advertised on the Council's own website. . The Council will seek at least one tender from a local business (if available). <p>Multiple-use Register (refer Section 5.13).</p> <p>Multiple-stage Tender (refer Section 5.14).</p>

The Council will apply the above requirements to the procurement of all goods and services with the exception of certain circumstances. The circumstances in which the above requirements may not be used are described under Section 6 - *Exemptions*.

5.3 Purchasing Documentation

5.3.1 Verbal Quotations (for procurement below \$10,000 excluding GST)

Central Coast Council will undertake most procurements below \$10,000 on a verbal basis and as such there will not be any formal quotation documentation. However, the Council may choose, for all but very low-value/low-risk procurement, to provide suppliers with a written specification and request a written quotation.

5.3.2 Written Quotations (for procurement between \$10,000 and \$100,000 excluding GST)

The Request for Quotation (RFQ) is a document inviting offers from businesses to provide a specified good or service. The Council's quotation documents will include all terms and conditions of quotation, together with a clear description of the goods or services required, and the details of any applicable Council policies.

The complexity of the documentation will depend upon the nature and value of the procurement. Generally, the RFQ documentation will consist of:

- **Conditions of Quotation** – The conditions set out the terms under which the Council will receive and evaluate offers. The conditions will usually include:
 - the evaluation criteria and a brief outline of the evaluation methodology to be used;
 - the closing date, time and place of lodgement;
 - the Council's contact details;
 - pricing requirements, i.e. the price should exclude GST;
 - relevant Council policies and principles;
 - the entitlement of unsuccessful bidders to be debriefed; and
 - information about the Council's complaints process.
- **Specification** – the specification clearly, accurately and completely describes the essential requirements of the good or service being procured. It is the basis of all offers and is the foundation for the contract. The specification will usually include the:
 - functional requirements;
 - performance requirements; and
 - technical requirements.

5.3.3 Tenders (for purchases greater than \$100,000 excluding GST)

The Request for Tender (RFT) is a document inviting offers from businesses to provide a specified good or service. The Council's RFT documentation usually consists of four main parts. These four parts are:

- . **Conditions of Tender** – The Conditions of Tender set out the terms under which the Council will receive and evaluate tenders. The conditions will usually include:
 - the evaluation criteria and a brief outline of the evaluation methodology to be used;
 - the closing date, time and place of lodgement;
 - the Council’s contact details;
 - pricing requirements, i.e. the price should show GST separately;
 - relevant Council policies and principles;
 - the entitlement of unsuccessful tenderers to be debriefed; and
 - information on the Council’s complaints process.
- . **Specification** – The specification clearly, accurately and completely describes the essential requirements of the goods or service being procured. It is the basis of all offers and is the foundation for the contract. The specification will usually include the:
 - functional requirements;
 - performance requirements; and
 - technical requirements.
- . **Conditions of Contract** – The Conditions of Contract contain the contractual terms defining the obligations and rights of the parties concerned. Generally, contracts are used for all purchases over \$100,000 (excluding GST), or where there are material risks involved.
- . **Tender Form** -- The Tender Form must be completed, signed and returned by the tenderer. It includes a declaration by the tenderer that: the tenderer agrees to the Conditions of Tender; the information provided in the tender is accurate and correct; and the person signing the form is duly authorised to do so.

The Council, when preparing the tender documentation, will undertake the following procedures and processes:

- . prepare clear and concise tender documentation that includes all the terms and conditions of the planned procurement with a clear description of the goods or services required and details of any applicable Council policies;
- . prepare tenders that include details of the intended duration of the contract, including any extensions that are applicable to the contract;
- . prepare tenders that include details of the evaluation criteria (which are based on the specifications), any weightings to be used in the assessment of bids and the evaluation methodology;
- . under no circumstances modify the evaluation criteria or methodology after the request for tender has been released without advising all potential tenderers;
- . prepare specifications that do not restrict competition, reflect bias to any brand, or act as a barrier to the consideration of any alternatives;
- . provide advice and details of any briefing sessions to be held in relation to the procurement;
- . provide details about the availability of debriefing sessions for unsuccessful tenderers;

- . provide details about the Council's complaints process and include the contact details of the complaints officer;
- . prepare documentation that clearly specifies the Council's contact details (including Contact Officer), closing time, date and place of lodgement;
- . prepare documentation that clearly states how and in what circumstances the procurement documentation can be altered, including the length of time given to tenderers to prepare their submissions (which is to be at least 14 days from the date on which the tender notice is published);
- . provide advice about the treatment of late submissions;
- . provide an indication if alternative bids will be considered; and
- . where applicable, documentation such as tenders will be cleared by the Council's legal advisers and the General Manager before being issued.

5.4 Inviting Offers

5.4.1 Verbal Quotations

The Council will follow the following procedures when inviting verbal quotations:

- . provide each supplier with the same information and give each supplier the same amount of time to prepare a quote; and
- . seek at least one verbal quotation from a local business (if available).

5.4.2 Written Quotations

The Council will follow the following procedures when inviting written quotations:

- . where possible, it will seek at least three written quotations of which one quotation will be sought from a local business if available;
- . in some cases, it may choose to advertise a quotation if advantageous to do so;
- . it will directly send the invitation to quote to identified businesses (such as businesses that already provide the service and businesses identified during the market research phase);
- . exemption from seeking quotations will only be granted by the General Manager in circumstances outlined under Section 6 - *Exemptions*;
- . it will issue the request for quotation documentation either by mail or email;
- . when issuing a request for quotation to a business, the details of that business will be recorded. The details recorded will include name of business, address, contact person, email, telephone number; and

- the time it provides to bidders to respond to the request for quotation will depend largely upon the nature and the complexity of the procurement, but equal time will be given to all businesses requested to quote.

5.4.3 Tenders

The Council will do the following in respect of inviting tenders:

- For tenders, it will advertise each tender, at a minimum, in the Saturday edition of The Advocate newspaper, and on the Council's website at www.centralcoast.tas.gov.au. The following information will be specified:
 - the nature of the goods or services the Council requires;
 - any identification details allocated to the contract;
 - where the tender is to be lodged;
 - identifying a person from whom more detailed information relating to the tender may be obtained; and
 - the period within which the tender is to be lodged.
- The tender documentation will either be made available via mail, email, or electronically from the Council's website at www.centralcoast.tas.gov.au. (Any electronic or online tendering process undertaken by the Council will be in accordance with the requirements of the *Electronic Transactions Act 2000*.)
- It may send tender documentation directly to identified businesses, however, it will not provide any documentation to any potential tenderer until the tender has been advertised (so as not to give one tenderer an advantage over another).
- Endeavour to get a minimum of three bids of which it will seek at least one from a local business if available.
- Ensure that all potential suppliers are provided with identical information upon which to base tenders and are given equal opportunity to meet the requirements.
- When inviting tenders, ensure that enough time has been provided to allow tenderers to prepare an adequate response. At a minimum, tenders will be open for 14 days. However, this may increase, dependent on whether the requirements are complex, or if it is likely that interested businesses may need to form partnerships/ consortiums with other businesses in order to fulfil the requirements of the tender.
- When issuing an RFT to a business, record the details of that business. The details recorded will include name of business, address, contact person, email and telephone number.
- If for any reason, there is a need to alter the tender documentation once it has been issued, an addendum will be sent to all businesses that have been issued with that documentation; and

- . If it is necessary to extend the closing date of the tender, the following will be done:
 - all businesses that have been issued with tender documentation will be advised in writing of the change in closing date; and
 - the new closing date will be advertised in all newspapers and websites where the original advertisement was placed.

5.5 Communication with all potential suppliers and bidders – Contact Officer

In accordance with this Code, the Council will do the following in respect of communication with all potential suppliers and bidders:

- . nominate one Contact Officer for each procurement activity and clearly specify their name, contact details (including phone number and mailing address) so that tenderers know who to contact for more information (one person only for probity reasons);
- . the Contact Officer will be the sole point of communication with potential suppliers and bidders and will document any questions asked of them by a potential supplier or bidder and any response given;
- . where possible, the Contact Officer will request that questions from potential suppliers and bidders be put in writing (email will suffice). Any response from the Contact Officer will also be provided in writing;
- . where possible, the Contact Officer will limit the provision of information to the clarification of procedural issues; and
- . any additional information provided to one prospective tenderer will also be provided to everyone else who has requested or received tender documentation.

5.6 Receiving Offers

5.6.1 Verbal and Written Quotations

In receiving quotations, the Council will hold any written or verbal quotations received prior to the closing time in a secure location to maintain confidentiality, to ensure probity and to protect the individuals involved from claims of unfair practices.

All quotations that the Council receives will be clearly marked with the time and date of receipt and recorded in an appropriate schedule or register.

The Council treats information provided by suppliers as confidential and will not provide this information to unauthorised persons.

For written quotations, the Council will follow the procedures set out in the conditions of quotations for any late quotations and, by accepting a late quotation, the Council will ensure that it is not providing an advantage to that bidder over other bidders.

5.6.2 Tenders

Council utilises TenderLink which is an electronic lodgement system for receiving tenders. All tenders should register with TenderLink to be able to access and submit tenders.

Council officers will advise local suppliers how to access TenderLink.

The Council treats information provided by suppliers as confidential and will not provide this information to unauthorised persons. The Council may in some cases notify all tenderers of prices tendered prior to a decision being made.

In receiving tenders, the Council may reject non-compliant offers (in accordance with the terms of the tender documents) which:

- . are lodged after the closing time without a valid reason;
- . are not signed where required;
- . are incomplete, e.g. questions have not been answered, pages are missing, or required documentation has not been attached (e.g. insurance certificates);
- . do not comply with mandatory conditions of tender; or
- . fail to meet mandatory specifications.

When opening tenders, the Council will ensure that tenders are:

- . opened in the presence of a minimum of two officers; and
- . clearly identified and recorded.

The Council will follow the procedures set out in the conditions of tender for any late tender submissions and by accepting a late tender, the Council will ensure that it is not providing an advantage to that tenderer over other tenderers.

5.7 Evaluating Offers

5.7.1 Verbal and Written Quotations

The Council, when evaluating verbal and written quotations, does so with the objective of identifying the offer that best meets the requirements and provides the best value for money. When evaluating quotations, it takes into consideration the following aspects of a bid:

- . value for money, taking into account estimated life, disposal value and maintenance requirements and costs;
- . price;
- . compliance with quotation specifications;
- . quality, delivery and service;

- . the full benefits of sourcing locally;
- . the consequences, including possible risks, of entering into a contract where there is one supplier, or a limited number of suppliers, that can provide and maintain the product over its lifetime; and
- . any relevant Council policies.

5.7.2 Tenders

The Council will evaluate tenders in accordance with the evaluation criteria and methodology specified in the evaluation plan, which was developed prior to offers being invited. Under no circumstances will the Council modify the evaluation criteria or methodology after the request for tender has been released unless all potential tenderers are advised of the change in writing.

In evaluating tenders, the Council will undertake the following steps:

- . **Evaluate compliance** – screen all offers to ensure that they are complete and comply with all mandatory evaluation criteria. Offers which do not meet all mandatory criteria may be excluded from further evaluation. Non-compliant offers include those that:
 - are lodged after the closing time without a valid reason;
 - are not signed where required;
 - are incomplete, e.g. questions have not been answered, pages are missing, or required documentation has not been attached (e.g. insurance certificates);
 - do not comply with mandatory conditions of tender; or
 - fail to meet mandatory specifications.
- . **Clarify offers** – it may be necessary to seek clarification from a tenderer if an offer is unclear. Clarification does not mean that tenderers can revise their original offer. Any clarification sought will be documented in writing.
- . **Evaluate qualitative/non-cost criteria** – this stage involves a detailed analysis of each offer against the non-cost or qualitative evaluation criteria and weightings specified in the evaluation plan (the supplier must demonstrate that they meet the evaluation criteria, not just assert it).
- . **Short-list offers** – this step is only used for complex purchases in order to eliminate offers that are clearly not competitive. However, during this process, eliminated offers are not yet totally rejected, and may be re-visited later in the evaluation process.
- . **Requests for tenderers to make a formal presentation** –if appropriate, and tenderers have been forewarned in the Conditions of Tender, tenderers may be requested to make a formal presentation to the Tender Evaluation Panel, clarifying their tender and providing the opportunity for the Tender Evaluation Panel to ask questions. Under these circumstances, the tenderer will be directed to not introduce new or revised information. All information, questions and answers will be formally recorded by the Council.

- . **Calculate value for money and compare offers** – the aim of the Council’s comparative evaluation process is to determine which offer best meets all the requirements of the specification and offers the best value for money. The major factors which the Council takes into consideration when evaluating value for money are:
 - the quality of the proposed good or service, i.e. how well it meets the specified requirements; vs
 - whole of life costs; vs
 - risk, i.e. the capacity of the tenderer to deliver the good or service, as specified, on time and on budget.
- . **Select preferred tenderer** – when selecting the offer that represents the best value for money for the Council, and where two or more firms are ranked equally following the value for money assessment, the Council will give preference to a Tasmanian business over an interstate or overseas business. In selecting a preferred tenderer for a high risk/high value or complex process, the Council will often undertake a due diligence investigation to ensure that the tenderer has the capacity and stability to fulfil all of the requirements of the contract.
- . **Write the evaluation report** – on completion of the evaluation process the Council will document the selection of a successful tenderer in an evaluation report to be submitted to the relevant Director. In the case of tenders in the amount of \$100,000 or more, an evaluation report will be submitted by the relevant Director to obtain formal approval of the Council. For tenders under \$100,000 approval of the successful tender will be as per the General Manager’s delegation. The Council’s evaluation reports include:
 - a comprehensive record of the evaluation method, the rationale used to select the preferred supplier, and whether it is recommended that negotiations should be undertaken, and on what basis; and
 - reasons for overlooking lower priced tenders.

5.8 Tender Review

5.8.1 Purchase Audit Committee

A Purchase Audit Committee may be established by the Council to review the purchase/lease process of goods and services to ensure that the Council’s procurement policies are adhered to.

Standing tenders, and contracts over \$100,000 will always be reviewed by the Purchase Audit Committee.

The Purchase Audit Committee will consist of the Finance Group Leader, the Assets Group Leader/Engineering Group Leader (whichever is not involved in the relevant purchase) and the Regulatory Services Group Leader.

Prior to proceeding with invitations/advertising for Quotation or Tender, the Purchase Audit Committee will review and consider the following aspects of the process:

- . the purchase and evaluation process adopted;
- . the evaluation criteria;

- . consideration for local business opportunity; and
- . critical dates;

to ensure that these aspects meet the criteria set down in the Purchasing and Procurement Policy and under the Code for Tenders and Contracts.

Following evaluation of offers and prior to approval by the relevant Director, the Purchase Audit Committee will confirm that due process has been followed.

5.8.2 Tender Evaluation Panel

A Tender Evaluation Panel (the Panel) may be established by the Council to review the purchase/lease of all goods and services over \$100,000 (excluding GST), prior to the awarding of contracts, to ensure that the Council's procurement policies are adhered to.

The Panel will consist of between two and four members who are knowledgeable of the purchase requirements.

Members of the Panel will individually review and consider each of the tenders.

The Panel will evaluate each of the tenders received within the context of the approved criteria and weightings.

The Panel will recommend for approval that tender that best meets the relevant criteria.

5.9 Notification of successful and unsuccessful tenderers

Once the preferred tenderer is selected and all relevant Council approvals to proceed with the purchase have been granted, the Council will write and (in most cases) telephone the preferred tenderer to notify them that they have been successful. After the preferred tenderer has been notified, the Council will notify all unsuccessful tenderers in writing of their non-selection.

The Council will advise the unsuccessful tenderers in writing of:

- . the tender outcome, including the contract number and title;
- . the successful tenderer;
- . the term of the contract; and
- . the total contract price for the term of the contract.

Details of tenders awarded will be displayed on the Council's public notice board and on its website for a period of not less than 14 days.

All unsuccessful tenderers will be offered a debriefing session.

5.10 Debriefing unsuccessful tenderers

The purpose of the debriefing session is to help unsuccessful tenderers submit more competitive bids in future by identifying ways in which the tenderer's offer could be improved.

The Council will provide a debriefing interview to any unsuccessful tenderer who requests one. At this interview the unsuccessful tenderer will be briefed as follows:

- . how their offer performed with respect to the evaluation criteria; and
- . strengths as well as weaknesses of their offer.

During this interview, the following will not happen:

- . comparisons between the unsuccessful tenderer's offer and the winning, or any other, offer;
or
- . the debriefing interview being used to justify the selection of the successful tenderer.

The Council will document the proceedings at each debriefing interview, including:

- . who attended (from the Council and from the business concerned);
- . the information provided to the unsuccessful tenderer;
- . any issues arising;
- . the details of any information that was requested, but not disclosed due to commercial-in-confidence considerations; and
- . any likely future complaints, and recommendations for further action.

Where a multiple stage purchasing process is used, e.g. where Expressions of Interest are used to short-list tenderers, suppliers not short-listed may be offered a debriefing interview, in a similar way to unsuccessful tenderers.

5.11 Contract Management

A contract defines the rights and obligations of both parties once the tender is awarded. A contract is established when an offer is made and accepted. A contract comprises all relevant information provided to and by the business which has made the successful offer. This includes:

- . the conditions of tender;
- . the specifications, including any plans and other attachments;
- . the successful offer; and
- . the conditions of contract.

A draft copy of the conditions of contract will be included in the Council's original RFT.

For complex or high value purchases it may be necessary for the Council to enter into negotiations prior to finalising the contract in consultation with the Council's legal advisers. The purpose of these negotiations is to:

- . test the understandings and assumptions made by tenderers in determining their costs;
- . clarify and rectify any false assumptions; and
- . achieve operational refinements and enhancements that may result in cost reductions.

The outcomes of these negotiations will be reflected in the final contract and, once completed and agreed, the formal contract is then signed by both parties.

A formal contract management plan is not required for all contracts, but the Council may develop contract management plans for contracts that involve large dollar amounts, complex technical requirements, or when the contract manager is responsible for managing a large number of contracts simultaneously.

5.12 Standing tenders

From time to time the Council may utilise a standing tender in which one or more tenderers are contracted through an open tender process to provide specified goods or services over a period without the need for a further tender process.

The way in which a standing tender is established is the same as for an open tender process where the specification and description of the tender describe the intent of the standing contract and the conditions of its use.

5.13 Multiple use register

For contracts valued at under \$100,000 (excluding GST) from time to time the Council may utilise a multiple-use register process to establish a register of suppliers that the Council has determined satisfy the conditions for participation in that register, and that the Council intends to use more than once.

If it is determined that the Council will establish such a register, an invitation for expressions of interest from prospective applicants for inclusion on a register will be published at least once in a daily newspaper circulating in the municipal area a notice specifying –

- . the nature of the goods or services the Council requires; and
- . any identification details allocated to the register; and
- . where the application is to be lodged; and
- . the person from whom more detailed information may be obtained; and
- . the period within which the application is to be lodged.

Applicants will be provided with the following in order to make an application:

- . details of the categories of goods or services required;
- . the criteria for evaluating applications;
- . the method of evaluating applications against the criteria;
- . a reference to the Council's Code.

The Council will advise all prospective tenderers of the results of their application including all categories for which they are registered and the reasons for rejection or inclusion on the register as soon as practicable.

When the Council wishes to use the register, the Council will invite all successful applicants that are registered for the relevant category to tender for the provision of the required good or service.

The Council will review any established register at least once every two years.

The Council will allow a prospective applicant to apply for inclusion on a register of tenderers at any time, unless the prospective tenderer –

- . has applied within the previous 12 months; and
- . has not been accepted.

For contracts valued at over \$100,000 (excluding GST), where the Council might wish to utilise a multiple use register process, individual contracts will be let only after being approved by the Council.

The following table outlines the differences between a standing tender and a multiple-use register:

Standing tender	Multiple use register
<ul style="list-style-type: none"> . Outcome of a procurement process. . Can purchase directly from successful tenderers. . Successful tenderers selected following evaluation. . Size is set at conclusion of process. . Indicative or set price. . Operates for a finite period. . Re-opens at conclusion of period. 	<ul style="list-style-type: none"> . Part of a procurement process. . Basis for select tendering. . Conditions for participation stated. . Cannot limit size. . No pricing. . Can operate indefinitely. . Open continuously or annually.

5.14 Multiple-stage tenders

From time to time the Council may utilise a multiple stage tendering process to:

- . gain market knowledge and clarify the capability of suppliers (however, it will not be used as a substitute for conducting market research);
- . short-list qualified tenderers; and
- . obtain industry input.

A multiple stage tendering process may be more costly and time-consuming for both suppliers and for the Council, and as such will usually only be used where:

- . the best way to meet the requirement is unclear;
- . it is considered appropriate to pre-qualify businesses and restrict the issue of formal tenders (to reduce the cost of tendering);
- . there are benefits which cannot be obtained by researching the market through conventional means; and
- . maximum flexibility is required throughout the procurement process.

The multiple-stage processes that the Council may use are as follows:

- . **Expression of interest** – an expression of interest (sometimes called a registration of interest) is generally used to short-list potential suppliers before seeking detailed offers. Suppliers are short-listed on their technical, managerial and financial capacity, reducing the cost of tendering by restricting the issue of formal tenders to those suppliers with demonstrated capacity.
- . **Request for proposal** – may be used by the Council when a project or requirement has been defined, but where an innovative or flexible solution is sought.
- . **Request for tender** – may be used by the Council when a project requirement has been defined to solicit offers from businesses capable of providing a specified good or service.
- . **Request for information** – may be used at the planning stage of a project to assist with defining the project. The Council will not issue a request for information to identify or select suppliers.
- . **Closed tender process** – may be used if the initial specification is well defined and an expression of interest or request for proposal has already been used to short-list suppliers. Suppliers will be informed in advance that only those short-listed will be requested to tender.

The Council is mindful of the following aspects when conducting a multiple-stage tender process:

- . the same mandatory requirements regarding advertising and seeking at least one bid from a local business, that apply to a public tender process;
- . that a short-listed party cannot be engaged without going through a more detailed second (tender) stage process unless approved by an absolute majority of the Council; and
- . when using a request for information, issues relating to intellectual property and copyright must be clarified prior to using the information provided to prepare the Request for Tender.

5.14.1 Process

Expressions of interest will be invited, and the list of suppliers who lodge an application will be used as the basis for inviting potential suppliers to submit tenders.

A Notice will be published at least once in a daily newspaper circulating in the municipal area requesting any interested supplier to submit an expression of its interest to supply the goods or services required. The notice is to specify:

- . the nature of the goods or services the Council requires;
- . any identification details allocated to the contract;
- . where the expression of interest is to be lodged;
- . identifying a person from whom more detailed information relating to the tender may be obtained; and
- . the period within which the expression of interest is to be lodged.

Prospective tenderers will be provided with the following in order to lodge an expression of interest:

- . details of the goods or services required;
- . the criteria for evaluating expressions of interest;
- . the method of evaluating expressions of interest against the criteria;
- . details of any further stages in the tender process; and
- . a reference to the Council's Code for Tenders, Contracts and Procurement.

An invitation to tender will be sent to all of the suppliers that expressed an interest in providing the goods or services required unless it has been stated specifically in the notice that the Council may limit the suppliers that it will invite to participate.

Provided that the notice requesting expressions of interest states specifically that the Council may limit the suppliers it will invite to participate and the relevant requirements and evaluation criteria have been specified in the notice or associated documentation, the Council, in determining the suppliers that will be invited to tender, may:

- . in assessing the technical ability, assess the extent to which an application meets the technical performance specifications of the procurement; and
- . limit the number of businesses that the Council invites to tender, based on its rating of applications, provided that the largest number of potential suppliers selected, is consistent with an efficient tender process.

The Council will:

- . ensure that the evaluation criteria that is used to decide at the first stage of the process (expression of interest), is consistent with the criteria to be used for the second (tender) stage; and
- . not directly engage a short-listed party without going through a more detailed second (tender) stage process unless approved by an absolute majority of the Council.

6 Exemptions

The *Local Government (General) Regulations 2015* provide that councils must publicly invite tenders for the purchase of goods and services with a value in excess of \$250,000 (excluding GST).

The Council is committed to:

- . encouraging open and effective competition between suppliers with the objective of obtaining value for money; and
- . enhancing opportunities for local business.

As per the Regulations, the Council may not issue a tender or use a quotation process where the goods and services sought relate to:

- “(a) an emergency if, in the opinion of the General Manager, there is insufficient time to invite tenders for the goods or services required in that emergency;

- (b) a contract for goods or services supplied or provided by, or obtained through, an agency of a State or of the Commonwealth;
- (c) a contract for goods or services supplied or provided by another council, a single authority, a joint authority or the Local Government Association of Tasmania;
- (d) a contract for goods or services obtained as a result of a tender process conducted by –
 - (i) another council; or
 - (ii) a single authority or a joint authority; or
 - (iii) the Local Government Association of Tasmania; or
 - (iv) any other local government association in this State or in another State or a Territory; or
 - (v) any organisation, or entity, established by any other local government association in this State or in another State or Territory;
- (e) a contract for goods or services in respect of which a council is exempted under another Act from the requirement to invite a tender;
- (f) a contract for goods or services that is entered at public auction;
- (g) a contract for insurance entered through a broker;
- (h) a contract arising when a council is directed to acquire goods or services due to a claim made under a contract of insurance;
- (i) a contract for goods or services if the council resolves by absolute majority and states the reasons for the decision, that a satisfactory result would not be achieved by inviting tenders because of –
 - (i) extenuating circumstances; or
 - (ii) remoteness of the locality; or
 - (iii) the unavailability of competitive or reliable tenderers;
- (j) a contract of employment with a person as an employee of the council.”

Point (i) above may be applied for one or more of the following reasons:

- where it can be established that there is only one supplier of a particular product or service and there is no appropriate substitute available, or where alternative options are not viable or do not provide value for money;
- where the original product or service has been selected through an open tender process and the request for exemption relates to the proposed purchase of an upgrade or addition to the existing system, and there are limited supply options;
- the product is being trialled to assist in the evaluation of its performance prior to a large-scale purchase for which open tenders will be called;

- . to assist in the development of a new product in conjunction with a private sector business;
- . where the cost to the Council and to suppliers would outweigh the value for money benefits of calling public tenders;
- . projects of genuine urgency, e.g. in the case of a natural disaster or similar emergency circumstances; or
- . other exceptional circumstances, where conclusive justification of the request is provided.

Where an exemption has been granted based on point (a) or (i) above, the Council will report in the Council's Annual Report the following details:

- . a brief description of the reason for not inviting public tenders;
- . a description of the goods or services acquired;
- . the value of the goods or services acquired; and
- . the name of the supplier.

7 Complaints Process

Tasmanian councils are provided with broad competency powers under the *Local Government Act 1993* to carry out the role of providing services to their communities.

The Act also includes accountability measures under which councils can be held responsible to their communities for their actions and decisions.

The Council has a formal complaint process which can be used should you wish to make a complaint about the Council's purchasing and procurement process.

In the first instance, complainants are encouraged to seek resolution through the Director in charge of the relevant purchasing/tender process. If relevant, complainants are encouraged to seek a debriefing, if they have not already done so.

If a complainant is not satisfied with the response of the Director, the complainant is able to write to the General Manager providing copies of all correspondence and other relevant material. The General Manager will take whatever action is considered necessary to resolve the complaint. In certain circumstances, the Council may employ an independent person to investigate the complaint.

8 Contract Renewals and Extensions

8.1 Contract renewals

In most cases, where the goods or services being delivered under the contract are required on an ongoing basis, the Council will undertake a new procurement process (tender/quotation) prior to the completion of the existing contract.

8.2 Contract extensions

In some circumstances, it may be desirable for the Council to extend an existing contract, rather than seek new tenders or quotations for the delivery of the goods or services.

Contracts will only be extended:

- . by an absolute majority of the Council;
- . following a full evaluation of the performance of the current contractor; and
- . where the principles of open and effective competition are protected.

As a rule, the Council will not extend contracts if:

- . the original contract does not allow an extension;
- . since the previous tender, the market has changed substantially; or
- . the nature of the goods or services required has substantially changed.

9 Disposals

Disposals are to be conducted so that the best return to the Council is achieved. Disposal of land will be made in accordance with Division 1 of Part 12 of the *Local Government Act 1993*.

9.1 Disposals less than \$5,000 (excluding GST)

The Council will dispose of items with an estimated disposal value of less than \$5,000 at the discretion of the General Manager.

The Council will only dispose of items that cannot be reused or recycled and with no commercial use or appreciable market value by disposing of them at approved refuse sites or by destruction.

9.2 Disposals greater than \$5,000 (excluding GST)

The Council shall dispose of items with an estimated disposal value in excess of \$5,000 by way of tender, public auction, or trade-in.

When disposing of items by tender, the Council may choose to advertise the item for disposal in specialist newspapers or journals, or in the appropriate classified section of the local daily newspaper, e.g. boats and marine section if disposing of a boat, if these are more likely to attract appropriate interest.

10 Reporting

10.1 Annual Report

The Council will publish in its Annual Report in relation to tenders valued at over \$250,000 (excluding

GST) and all contracts for the supply or provision of goods or services valued at or above \$100,000 (excluding GST), awarded or entered into in the financial year, including extensions granted:

- . a description of the tender or contract;
- . the period of the tender or contract;
- . the periods of any options for extending the tender or contract;
- . the value of any tender awarded or, if a tender was not required, the value of the contract excluding GST;
- . the business name of the successful tenderer; and
- . the business address of the successful tenderer.

Where an exemption has been granted from a tender process [refer Section 6, points (a) to (j)], the Council will report in the Council's Annual Report the following details:

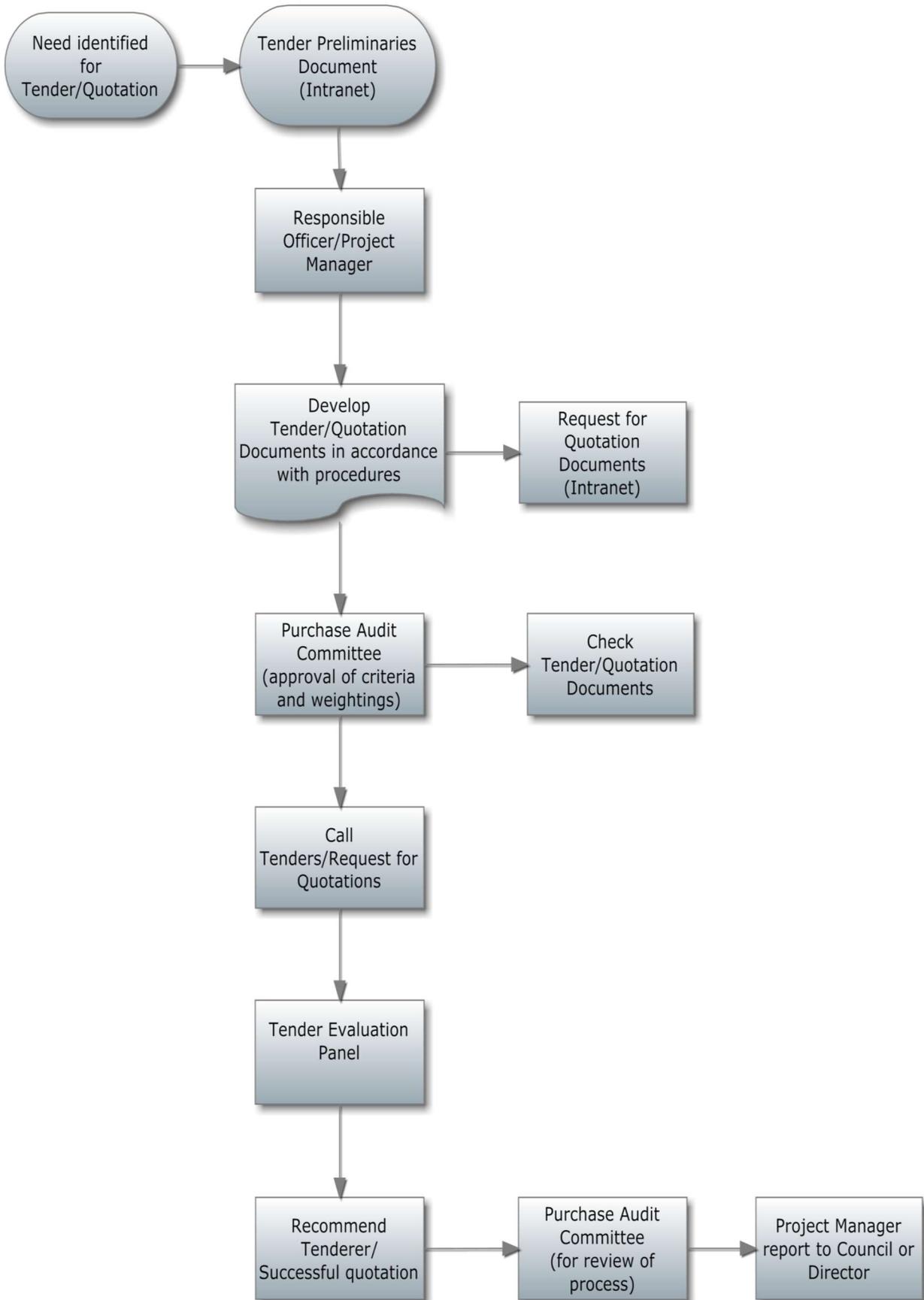
- . a brief description of the reason for not inviting public tenders;
- . a description of the goods or services acquired;
- . the value of the goods or services acquired; and
- . the name of the supplier.

11 Common Use Contracts

11.1 Department of Treasury and Finance

Where the Department of Treasury and Finance has established whole-of-Government contracts for the supply of goods or services to agencies and other authorised organisations, the Council may choose to utilise the whole-of-Government contracts:

Information on these contracts is available from the Department of Treasury and Finance's website at www.purchasing.tas.gov.au.



TENDER CHECKLIST

Contract Name		Contract No	
----------------------	--	--------------------	--

1. Project Description

--

2. Estimated Cost of the Project and Funding

--

3. Define Options

--

4. Approval

--

5. Managing the Project

--

6. Reporting

--

7. Tender Advertisement

--

8. Tender Evaluation

Criteria	Weighting*
<i>Compliance with the tender documents</i>	10%
<i>Previous experience</i>	10%
<i>Management/Supervisory Personnel</i>	10%
<i>Proposed Construction Program</i>	20%
<i>WHS Policy, Procedures and Record</i>	15%
<i>Price</i>	35%
TOTAL	100%

*Weighting will vary to suit circumstances.

Prepared by

Date

Approved by

Group Leader

Date

B - CHECKLIST FOR TENDER DOCUMENT COMPILATION

Contract Name:		Contract No:	
-----------------------	--	---------------------	--

- | | Yes | No |
|---|--------------------------|--------------------------|
| 1. Confirm that all documents Compilation. | | |
| Existing drawings | <input type="checkbox"/> | <input type="checkbox"/> |
| Original drawings | <input type="checkbox"/> | <input type="checkbox"/> |
| Site establishment drawing | <input type="checkbox"/> | <input type="checkbox"/> |
| General conditions of contract AS 2124 – 1992 | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Type of Contract payment clearly indicated (e.g. SOR, Lump Sum) | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Schedule of Quantities/Schedule of Rates confirmed | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Security of documentation assured | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. "Appropriate Person" designated to supervise the tender process | | |
| | <i>Name</i> _____ | |
| | <i>Position</i> _____ | |
| 7. Person assigned to respond to tender queries. | | |
| | <i>Name</i> _____ | |
| | <i>Position</i> _____ | |
| 8. Annexure Parts A and B for General Conditions of Contract completed and included. | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Tender evaluation panel installed, tender appraisal criteria determined and transferred to tender assessment forms | <input type="checkbox"/> | <input type="checkbox"/> |
| Names and comments: _____ | | |
| _____ | | |
| _____ | | |
| 10. Documentation compiled by: | | |
| 11. Documentation Checked and Approved: | | |
| Signed: _____ | Date: _____ | |
| <i>Group Leader</i> | | |
| 12. Documentation issued to Purchase Audit Committee for review | <input type="checkbox"/> | |

C - CHECKLIST FOR TENDER ADVERTISING

Contract Name		Contract No	
----------------------	--	--------------------	--

Yes No

1. Project reviewed and approval to advertise:

- | | | |
|--------------------|---|--------------------------|
| Invited quotations | Estimate < \$50,000 (excl. GST)
Approval by Director Infrastructure Services | <input type="checkbox"/> |
| Public Tender | Estimate > \$50,000 (excl. GST)
Approval by Director Infrastructure Services | <input type="checkbox"/> |
| Public Tender | Estimate > \$100,000 (excl. GST)
Approval by the Council | <input type="checkbox"/> |

2. Advertising requirement

Dates _____ Medium _____

3. Advertisement

Date

- | | | |
|--|--------------------------|-------|
| Create advert using template My Templates – Infrastructure Services – Advert | <input type="checkbox"/> | |
| Submit to Newspaper(s) through Corporate Services Assistant | <input type="checkbox"/> | |
| Confirm Proof provided by Newspaper | <input type="checkbox"/> | |
| Submit to Website through Corporate Services Assistant | <input type="checkbox"/> | |

Name _____

I have reviewed the entries on this checklist and certify that Council is justified in advertising tenders for the subject contract in the methods and on the dates described above.

Signed _____
Group Leader

Date _____

D - CHECKLIST FOR RECEIPT OF TENDERS

Contract Name		Contract No	
----------------------	--	--------------------	--

Tender Period

1. List of Tenderers names, addresses and date of collection (refer form D1)
2. Supplementary notices sent to all Tenderers and listed on form D1

Tender Opening

3. Personnel present at Tender Box opening (min 2)

Appropriate Person Name _____

Other Name _____

Other Name _____

Date _____ Time of Day _____

Satisfactory Action Taken

- | | Yes | No |
|--|--------------------------|--------------------------|
| 4. Secure filing of Tenders | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. List of Tenderers' prices without appraisal (refer form D1) | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Standard acknowledgement letter sent to Tenderers | <input type="checkbox"/> | <input type="checkbox"/> |

Preliminary Assessment

- | | | |
|---|--------------------------|--------------------------|
| 7. Conformity of Tenders checked and recorded | <input type="checkbox"/> | <input type="checkbox"/> |
| Lodged on time | <input type="checkbox"/> | <input type="checkbox"/> |
| Lodged in accordance with instructions | <input type="checkbox"/> | <input type="checkbox"/> |
| Tender Submission Documents all provided | <input type="checkbox"/> | <input type="checkbox"/> |
| All documents signed as required | <input type="checkbox"/> | <input type="checkbox"/> |
| OHS Information Provided | <input type="checkbox"/> | <input type="checkbox"/> |

If "No", describe.....

.....

8. Requests for supplementary details determined and actioned

If "No", describe.....
.....

9. Mathematical price extensions verified correct or reported

If "No", describe.....
.....

Checklist completed by

Signed _____

Date _____

10. Documents provided to Tender Evaluation Panel.

Delivery Date: _____

E - CHECKLIST FOR TENDER ASSESSMENT
(One page for each Tender)

Contract Name		Contract No:	
----------------------	--	---------------------	--

1. CONTRACTOR'S DETAILS

Name		Contact Person	
Address		Telephone	

2. TENDER EVALUATION PANEL NOMINATION AND DECLARATION

PANEL MEMBERS NAME	CONFLICT OF INTEREST		IF YES, SPECIFY	SIGNATURE
	YES	NO		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		

3. ISSUES FROM PRELIMINARY ASSESSMENT

.....

.....

.....

4. THE EVALUATION PANEL FINDS THIS TENDER:

conforming

nonconforming

5. NOMINATION & DECLARATION ACKNOWLEDGMENT

I acknowledge the record above regarding conflict of interest for the tender evaluation panel and conformity with regard to the tender received.

Signed

Group Leader

Date

G - TENDER ASSESSMENT REPORT

Contract Name		Contract No	
----------------------	--	--------------------	--

Tender Evaluation Panel

Tender	Consensus Assessment Points (Total)	Summary Comment
1.		
2.		
3.		
4.		
5.		
6.		

Tender Evaluation Panel Recommendation

It is recommended _____

Signed 1. _____ **Date:**

2. _____ **Date:**

3. _____ **Date:**

4. _____ **Date:**

Documentation issued to Purchase Audit Committee for review

H - CHECKLIST FOR PURCHASE AUDIT COMMITTEE (PAC)

Contract Name		Contract No	
----------------------	--	--------------------	--

PRE-TENDER REVIEW

Tender reviewed by PAC in relation to

	Purchase and evaluation process adopted	<input type="checkbox"/>
<input type="checkbox"/>	Evaluation criteria	
	Consideration for local business	<input type="checkbox"/>
	Critical Dates	
	<input type="checkbox"/>	

Signed _____ Date _____
Finance Group Leader

Signed _____ Date _____
Assets Group Leader/Engineering Group Leader

Signed _____ Date _____
Regulatory Services Group Leader

POST-TENDER REVIEW

Evaluation supported by PAC and due process followed

		<input type="checkbox"/>
Signed	_____	Date
	<i>Finance Group Leader</i>	
Signed	_____	Date
	<i>Assets Group Leader/Engineering Group Leader</i>	
Signed	_____	Date
	<i>Regulatory Services Group Leader</i>	

SCHEDULE OF CONTRACTS AND AGREEMENTS

(Other than those approved under the Common Seal)

Period: 21 May to 17 June 2019

Contracts

- . Contract for Professional services
Ulverstone Recreation Ground Change Room Redevelopment
Central Coast Council and Tasmanian Consulting Service
Contract Amount: \$32,295.45 (excl. GST)

Agreements

- . Use of Gawler Room, Ulverstone Civic Centre
Central Coast Council and Leven Regional Arts Inc.
Agreement for one year commencing 1 July 2019
- . Acceptance of Dogs
Central Coast Council and Dogs' Homes of Tasmania
Agreement for one year commencing 1 July 2019
- . Local Government Association of Tasmania
Contract access via LGAT Procurement



Sandra Ayton
GENERAL MANAGER

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

Period: 21 May 2019 to 17 June 2019

- . Ten letters seeking support for Central Coast Interim Planning Scheme and State Planning Scheme inclusions regarding UPC Renewables proposed high voltage transmission towers
- . Letter raising several concerns in relation to Westella Drive, Turners Beach; flooding in Coles Furners car park and brick work into Coles requires work; and the withdrawal of a road between Loongana and Sheffield feasibility study.
- . Letter seeking an amendment to the Central Coast Interim Planning Scheme and State Planning Scheme for inclusion of scenic protection for Leven Canyon Reserve in light of the UPC Renewables proposed high voltage transmission towers project.
- . Letter of disappointment regarding the lack of communication from the Council and the future of the Ulverstone Show Ground.
- . Letter thanking the Council for their condolences regarding the Christchurch Mosque attacks.
- . Letter providing further information and requests regarding UPC Renewables proposed high voltage transmission towers.
- . Email raising concern in regard to an untethered dog near the penguin colony at Preservation Bay



Bill Hutcheson
DIRECTOR ORGANISATIONAL SERVICES

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

Period: 21 May to 17 June 2019

Documents for affixing of the common seal under delegation

- . Final Plan of Survey
Lots 24, 51 and 60 Bowman Drive, Penguin and Lot 40 Hales Street, Penguin
Application No. SUB2003.20
- . Final Plan of Survey
1-3 Forth Road, Turners Beach – subdivision– 2 lots
Application No. DA217127
- . Final Plan of Survey
Lot 47 Arcadia Avenue, Turners Beach – subdivision– 18 lots
Application No. DA21107
- . Strata Plan
3 Sue Napier Drive, Ulverstone – multiple dwellings x 2
Application No. DA2018133
- . Cradle Coast Authority – Memorandum of Understanding
Between Cradle Coast Authority, Central Coast Council, Devonport City Council
and Latrobe Council
The Coastal Pathway Construction



Sandra Ayton
GENERAL MANAGER