

COUNCIL MEETING AGENDA

Monday 18 July 2022 Council Chambers, St Helens

> John Brown, General Manager Break O'Day Council 11 July 2022

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NOTICE OF MEETING

Notice is hereby given that the next meeting of the Break O'Day Council will be held at the St Helens Council Chambers on Monday 18 July 2022 commencing at 10.00am.

CERTIFICATION

Pursuant to the provisions of Section 65 of the *Local Government Act 1993*, I hereby certify that the advice, information and recommendations contained within this Agenda have been given by a person who has the qualifications and / or experience necessary to give such advice, information and recommendations or such advice was obtained and taken into account in providing the general advice contained within the Agenda.

JOHN BROWN

GENERAL MANAGER

Date: 11 July 2022

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AUDIO RECORDING OF ORDINARY MEETINGS OF COUNCIL

As determined by Break O'Day Council in March 2019 all Ordinary, Special and Annual General Meetings of Council are to be audio recorded and a link will be available on the Break O'Day Council website where the public can listen to audio recordings of previous Council Meetings.

In accordance with the Local Government Act 1993 and Regulation 33 of the Local Government (Meeting Procedures) Regulations 2015, these audio files will be retained by Council for at least six (6) months and made available for listening online within seven (7) days of the scheduled meeting. The written minutes of a meeting, once confirmed, prevail over the audio recording of the meeting and a transcript of the recording will not be prepared.

OPENING

The Mayor to welcome Councillors and staff and declare the meeting open at [time].

ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Traditional Custodians of the land on which we work and live, the Palawa people of this land Tasmania, and recognise their continuing connection to the lands, skies and waters. We pay respects to the Elders Past, present and future.

07/22.1.0 ATTENDANCE

07/22.1.1 Present

Mayor Mick Tucker
Deputy Mayor John McGiveron
Councillor Kristi Chapple
Councillor Janet Drummond
Councillor Barry LeFevre
Councillor Glenn McGuinness
Councillor Lesa Whittaker
Councillor Kylie Wright

07/22.1.2 Apologies

Councillor Margaret Osborne OAM

07/22.1.1 Present **7**

07/22.1.3 Leave of Absence

Clr K Wright requested a leave of absence from the 1 August to 30 September 2022.

07/22.1.4 Staff in Attendance

General Manager, John Brown Executive Assistant, Angela Matthews

07/22.2.0 PUBLIC QUESTION TIME

07/22.2.1 Tasmanian Rock Lobster Fishery – Managing Stocks for the Future – Proposed Rules and Policy Changes for Public Consultation – Mr & Mrs Dwyer, St Helens

05/22.17.2 Tasmanian Rock Lobster Fishery – Managing Stocks for the Future – Proposed Rules and Policy Changes for Public Consultation. File Reference: 22/6990

Thank you for the opportunity to have our questions answered at your July meeting. Our questions relate to the Tasmanian Rock Lobster Fishery – Managing Stocks for the Future – Proposed Rules and Policy Changes for Public Consultation. Unfortunately, this matter has already been dealt with by Council at the May meeting, however as it has only just come to our attention, we felt it important that our questions are at least tabled and answered by the council at the July meeting and therefore in the same platform as the submission was approved.

In the May BODC Meeting under 5/22.17.2 the council voted to endorse the Draft Submission to the 'Tasmanian Rock Lobster Fishery – Managing Stock for the Future – Proposed Rules and Policy changes for Public Consultation' which was prepared by Council's Economic Development Officer, Anna Williams

1. To The Economic Development Officer

Are you aware that some of the Rock Lobster Commercial Operators in the Break O Day community were not given the opportunity to express their views to Council in regard to your review & subsequent draft Submission? In fact, they were not even made aware that the Council was conducting such a review or planned to submit a Submission.

| 07/22.1.3 Leave of Absence | **8**

Reply

As per Section 5.4 of Break O'Day Council Meeting Procedures – June 2019 – "Questions must relate to the business of Council as a whole and not be directed to a particular Councillor and how they are discharging their duties as a Councillor."

The response was a review of the proposed policy and rule changes by the Break O'Day Council. Council's response was not on behalf of Rock Lobster Commercial Operators.

The minutes from the BODC May Meeting confirm that the review process proceeded after receipt of correspondence from 'local fisherman'. Do we assume that the Council's review process was only limited to the information provided by that 'local fisherman'?

Reply

As per Section 5.4 of Break O'Day Council Meeting Procedures – June 2019 – "Questions must relate to the business of Council as a whole and not be directed to a particular Councillor and how they are discharging their duties as a Councillor."

The written submission by a local fisherman prompted Council to review the proposed policy changes. No consultation with 'local fisherman' was taken after that.

If not, what consultation process did you undertake to ensure that all Rock Lobster Commercial Operators based in the Break O Day area were provided with the opportunity to express their opinions? What steps did you take to ensure your review process was fair & equitable to all Rock Lobster Commercial Operators in the Break O Day Community?

Reply

As per Section 5.4 of Break O'Day Council Meeting Procedures – June 2019 – "Questions must relate to the business of Council as a whole and not be directed to a particular Councillor and how they are discharging their duties as a Councillor."

The review process was initiated and undertaken by Department of Natural Resources and Environment Tasmania. All Rock Lobster Commercial operators had the opportunity to express their opinions as part of the review process just as Council has taken this opportunity.

2. To the Councillors & The Economic Development Officer:-

The term 'Small Operator' is mentioned throughout the submission and is referred to in the council discussions repeatedly (as heard on the meeting's audio recordings from BODC May meeting). As this term seems to be the basis of your submission, can you please provide us with your definition of a 'Small Operator' verses a 'Large Operator' within the fishing community?

Reply

As per Section 5.4 of Break O'Day Council Meeting Procedures – June 2019 – "Questions must relate to the business of Council as a whole and not be directed to a particular Councillor and how they are discharging their duties as a Councillor."

The term 'Small Operator' is considered the same as 'Smaller Commercial Vessels'. The latter term was provided by Department of Natural Resources and Environment Tasmania within the Tasmanian Rock Lobster Fishery: Proposed Rules and Policy Changes for Public Consultation paper. Specifically, "while only 12% of the total commercial comes from the ECRSZ, the East Coast is especially important for the 25-30 smaller commercial vessels which take more than 75% of their catch there. Many of these vessels lack the ability to fish on the South or West Coasts for safety reasons" (page 29). Council can refer you to the Wild Fisheries Management Branch to determine a distinction between 'Small Operator' versus a 'Large Operator'.

It is our opinion, that all Rock Lobster Commercial Operators in the Break O Day area are in fact 'Small Operators' and therefore small businesses. All have invested time & money into this industry, and all support the community and local businesses in the area. Do you agree?

Reply

As per Section 5.4 of Break O'Day Council Meeting Procedures – June 2019 – "Questions must relate to the business of Council as a whole and not be directed to a particular Councillor and how they are discharging their duties as a Councillor."

This has been addressed in the response above.

3. To the Councillors & The Economic Development Officer:-

The Council conducted a Council Workshop on the 2nd May 2022 as confirmed in the Agenda & Minutes for BODC May meeting. A number of items were listed to be discussed at this workshop, but the Rock Lobster Review was the only item listed with a connection to Mayor Mick Tucker. Can we assume that the Rock Lobster Review was brought to the workshop by Mayor Tucker?

Reply

As per Section 5.4 of Break O'Day Council Meeting Procedures – June 2019 – "Questions must relate to the business of Council as a whole and not be directed to a particular Councillor and how they are discharging their duties as a Councillor."

A submission by a Break O'Day Council ratepayer prompted the discussion to review the Rock Lobster proposed rules and policy changes.

As we have noticed several references were made to Mayor Tucker's comments throughout the audio recording from the BODC May Meeting. Can we assume Mayor Tucker led the discussions about the Rock Lobster Review at the council workshop?

Reply

As per Section 5.4 of Break O'Day Council Meeting Procedures – June 2019 – "Questions must relate to the business of Council as a whole and not be directed to a particular Councillor and how they are discharging their duties as a Councillor."

The Mayor is responsible for chairing the meeting when he is in attendance and as the Chairperson is responsible for leading and managing the discussion of any item being considered by Council. Numerous Break O'Day Councillors engaged in the discussion relating to the Rock Lobster Review at the Council workshop.

4. To the councilors who made comment at the meeting and approved this submission on behalf of the Break O Day council, namely Clr Lefevre, Clr Drummond, Clr McGiveron:-

Can the Councillors please provide us with the process they undertook to ensure the approval of this submission was a well informed and unprejudiced decision on behalf of this community?

Reply

As per Section 5.4 of Break O'Day Council Meeting Procedures – June 2019 – "Questions must relate to the business of Council as a whole and not be directed to a particular Councillor and how they are discharging their duties as a Councillor."

Councillors were informed by the submission prepared by the Economic Development Officer alongside reading the Proposed Rules and Policy Changes for Public Consultation paper prepared by the Department of Natural Resources and Environment. The submitted response recommended an 'assessment of the proposal's economic and social risks' to ensure that a well informed and objective decision could be determined on behalf of the community. Councillors individually regularly seek information and make their own enquiries in addition to information in the Agenda items.

Can they please provide evidence that their decision was not purely based on the information provided by Mayor Tucker at the Council Workshop held on the 2nd May, 2022?

Reply

As per Section 5.4 of Break O'Day Council Meeting Procedures – June 2019 – "Questions must relate to the business of Council as a whole and not be directed to a particular Councillor and how they are discharging their duties as a Councillor."

Answered above.

5. To Mayor Tucker

Mayor Tucker, you have been a lifelong member of the Break O Day community and have been a Councillor and held the position of Mayor for a number of years. You are fully aware of who the Rock Lobster Commercial Operators of the Break O Day Community are, and you know that some have been based in this community for over 40 years. So why did you allow a review process to take place without ensuring all parties had the opportunity to participate?

Reply

As per Section 5.4 of Break O'Day Council Meeting Procedures – June 2019 – "Questions must relate to the business of Council as a whole and not be directed to a particular Councillor and how they are discharging their duties as a Councillor."

The review process was established by Department of Natural Resources and Environment Tasmania, the Break O'Day Council has no control over the process which is underway and has taken the opportunity to provide a submission. The review prepared by the Economic Development Officer supports that all parties have the opportunity to participate by recommending that an 'indepth economic analysis of the proposal to be delivered before implementation'. It is expected that such an economic analysis would ensure that all stakeholders are consulted.

6. To All Councillors & The Economic Development Officer

Due to the Economic Development Officers poor review process, it has resulted in a submission being put forward that we feel is completely inaccurate in every sense. The argument that 'the 60 pot area is a reactive and ill-advised response to the current market' and 'includes detrimental impact on the viability of smaller operators' is completely at odds with reality.

Does Council understand how the quota management system with leasing arrangements actually works?

Reply

As per Section 5.4 of Break O'Day Council Meeting Procedures – June 2019 – "Questions must relate to the business of Council as a whole and not be directed to a particular Councillor and how they are discharging their duties as a Councillor."

Yes, Council understands the quota management system.

Does Council realise that a commercial boat over 12m must legally have a deckhand on board? This generates employment to the area but puts the operators with boats (above 12m) at a significant financial disadvantage compared to the single-handed boats, who have recently upgraded the number of pots they use to a limit of 50. Do you agree? Was Council made aware of this?

Reply

As per Section 5.4 of Break O'Day Council Meeting Procedures – June 2019 – "Questions must relate to the business of Council as a whole and not be directed to a particular Councillor and how they are discharging their duties as a Councillor."

As stated above, Council supports an in-depth economic analysis of the proposal so that that economic implications of the proposed rules and policy changes can be fully understood for the East Coast of Tasmania.

When Council is ready to look at the proposed rules & policy changes with an unbiased view, please feel free to contact those Rock Lobster Commercial Operators in your community who were not given the opportunity to have their say before the Council's submission was written and approved.

As mentioned by Mick Tucker in the May meeting (I refer to the voice recordings & the minutes from the BODC May 2022 meeting), it is vital that this information is provided to the people who really need to understand. We agree with Mayor Tucker that often these reports, or in our case questions, do not get see the light of day and as such we will be forwarding a copy of these questions to our Minister for Fisheries and the Premier. We also feel it is important to provide this information to the Tasmanian Rock Lobster Fisherman's Association and Sonja Hempel, Principal Fisheries Management Officer at DPIPWE, Marine Resources – Wild Fisheries.

Reply

As per Section 5.4 of Break O'Day Council Meeting Procedures – June 2019 – "Questions must relate to the business of Council as a whole and not be directed to a particular Councillor and how they are discharging their duties as a Councillor."

Council will provide our response to your questions to the stated parties.

07/22.2.2 Discount for Cash Payment of Rates – Mr N Capill, St Marys

I note your intention to cut the discount for cash payment of rates on or before 6th of September from 3% to 2%, I note that this decision was taken with a unanimous vote; I know councillors Whittaker, Osborne, LeFevre and Mayor Tucker had spoke previously in favour of this reduction, please publish what persuaded the other councillors to vote in favour of this reduction.

Can we expect this discount to be further reduced next year by another 1% and then again until there is no discount?

There are many poor ratepayers in this area for whom your decision is a disaster, I must remind you that even though we may be poor we do vote.

Reply

As per Section 5.4 of Break O'Day Council Meeting Procedures – June 2019 – "Questions must relate to the business of Council as a whole and not be directed to a particular Councillor and how they are discharging their duties as a Councillor."

The decision to reduce the discount from 3% to 2% was taken at the June 2021 Council Meeting for the 2021/2022 budget.

There was no discussion with respect to any further changes to the discount in relation to the 2022/2023 budget and the discount remained at the 2% rate.

Further information relating to the decision can therefore be found in the Agenda and Minutes for June, 2021

07/22.3.0 DECLARATION OF INTERESTS OF A COUNCILLOR OR CLOSE ASSOCIATE

Section 48 or 55 of the Local Government Act 1993 requires that a Councillor or Officer who has an interest in any matter to be discussed at a Council Meeting that will be attended by the Councillor or Officer must disclose the nature of the interest in a written notice given to the General Manager before the meeting; or at the meeting before the matter is discussed.

A Councillor or Officer who makes a disclosure under Section 48 or 55 must not preside at the part of the meeting relating to the matter; or participate in; or be present during any discussion or decision making procedure relating to the matter, unless allowed by the Council.

07/22.4.0 CONFIRMATION OF MINUTES

07/22.4.1 Confirmation of Minutes – Council Meeting 27 June 2022

OFFICER'S RECOMMENDATION:

That the minutes of the Council Meeting held on the 27 June 2022 be confirmed.

07/22.5.0 COUNCIL WORKSHOPS HELD SINCE 27 JUNE 2022 COUNCIL MEETING

There was a Workshop held on Monday 4 July 2022 and the following items were listed for discussion.

- Draft Community Engagement Strategy Report and Review
- Animal Control Report
- Policy Review AM11 Roads Infrastructure Policy
- Policy Review AM15 Asset Disposal Policy
- Policy Review EP06 Tree Management Policy
- Free Use of St Marys Town Hall
- Falmouth Township Request for Speed Limit Change Response to Councillor Questions
- Falmouth Township Request for Speed Limit Change
- Stieglitz Boat Ramp
- St Helens Foreshore Playground Shade Cover
- Pedestrian Crossing St Marys
- Volunteer Strategy Update on Project
- St Helens Sports Complex Draft Master Plan Community Feedback
- Pending Development Application Updates
- State Planning Provisions Review Break O'Day Council Submission Regarding Scope of the Review
- Elected Member Recognition
- Local Government Amendment (Elections) Act 2022
- Elected Member Training
- Recognition of Volunteers Clr M Osborne

07/22.6.0 PLANNING AUTHORITY

Pursuant to Section 25 of the Local Government (Meeting Procedures) Regulations 2015 the Mayor informed the Council that it was now acting as a Planning Authority under the Land Use Planning and Approvals Act 1993.

07/22.6.1 DA300 – 2021 – Telecommunications Tower – Lendlease Services Pty Ltd - Road Reserve near Intersection of Tasman and Esk Highway, Falmouth

ACTION	DECISION
PROPONENT	Lendlease Services Pty Ltd
OFFICER	Kathryn Clausen
FILE REFERENCE	DA 300-21
ASSOCIATED REPORTS AND Plans and Applicant Planning Scheme Response	
DOCUMENTS	Environmental (Electromagnetic Energy) Report
	Traffic Impact Assessment, including Department of State
	Growth acceptance and conditions
	Landscape & Visual Impact Report
	Photomontage
	Representations (1)
	Crown Consent
	Responsible Officer Assessment

OFFICER'S RECOMMENDATION:

After due consideration of the application received and Pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Interim Planning Scheme 2013* that the application for TELECOMMUNICATIONS TOWER on land situated at ROAD RESERVE NEAR INTERSECTION OF TASMAN AND ESK HIGHWAY, FALMOUTH described in Certificate of Title LAST RECORD, 1-999-99999 be APPROVED subject to the following conditions:

1. Development must be carried out in accordance with the approved plans and documents listed as follows, except as varied by conditions on this Planning Permit.

Approved Plans			
Plan / Document Name	Reference Number	Prepared By	Dated
Lease Area Survey	Drawing No 302474-FAL	Veris	Last Amended 12 May 2022
Cover Sheet	H0193 - 00	Service Stream	10 May 2022
Site Specifications	H0193 – G1 Rev A	Service Stream	10 May 2022
Overall Site Plan	H0193 – G2 Rev A	Service Stream	10 May 2022
Site Layout and Setout	H0193 – G3 Rev A	Service Stream	11 May 2022
Plan			
Site Elevation	H0193 – G4 Rev A	Service Stream	10 May 2022
Environmental EME	RFNSA No. 7215022		16 August 2021
Report			
Traffic Impact	-	Traffic and Civil	20 May 2022
Assessment		Services - Richard Burk	

Plan / Document Name	Reference Number	Prepared By	Dated
Planning Scheme	H0193 Falmouth	Service Stream	Received by Council 8 October
Response			2021 and email addendum
and email addendum			dated 30 March 2022
Landscape and Visual	20220308SER V1.0	4Pillars Environmental	25 March 2022
Assessment Report,		Consulting	
including the			
recommended			
Landscaping Plan			

2. Provision of the new access shall be undertaken to Department of State Growth requirements. Basic drawings showing the extent of the accesses and associated works must be provided to the Department of State Growth for review and acceptance as part of a works permit application per the details noted below.

NOTE: A valid works permit is required for all works undertaken in the State Road (Tasman Highway) reservation. Details of the permit process and application forms can be found at: www.transport.tas.gov.au/roads and traffic management/permits and bookings/new or altered access onto a road driveways. Applications must be received by the Department of State Growth a minimum of twenty (20) business days prior to the expected commencement date for works in order to allow sufficient time for the application to be assessed. No works are to be undertaken until a written permit has been issued.

- 3. The applicant shall make contact with the Department of State Growth's Property Assets area at Property.Assets@stategrowth.tas.gov.au to confirm that all aspects relating to the lease of Crown Land have been addressed and finalised prior to operation of the site.
- 4. A Landscape Buffer is to be established and maintained in accordance with the recommendations of the Landscape and Visual Assessment Report (March 2022) which forms part of the approval documentation. All costs associated with the establishment and ongoing maintenance of the landscape buffer are the responsibility of the Applicant.
- 5. Use of the development must not create a nuisance as defined by the *Environmental Management and Pollution Control Act 1994*.
- 6. Works on the site must not result in a concentration of flow onto other property, or cause ponding or other stormwater nuisance.
- 7. All underground infrastructure including all forms of water, storm water, power, gas and telecommunication systems must be located prior to the commencement of any on-site excavation and / or construction works. Any works to be undertaken within 2 metres of any Council owned infrastructure must be done in consultation with Council's Works Operations Manager.
- 8. All building wastes are to be removed to the appropriate waste disposal facility to prevent an environmental nuisance being caused outside of the works site.

ADVICE

- Use or development which may impact on Aboriginal cultural heritage is subject to the Aboriginal Relics Act 1975. If Aboriginal relics are uncovered during works then an Aboriginal site survey is required to determine the level of impact and the appropriate mitigation procedures.
- 2. Activities associated with construction works are not to be performed outside the permissible time frames listed:

Mon-Friday 7 am to 6 pm
Saturday 9 am to 6 pm
Sunday and public holidays 10 am to 6 pm

INTRODUCTION:

The applicant is seeking approval for the construction of a new Telecommunications facility (mobile base station) on the Road Reserve located on the western side of the Tasman Highway, just north of the intersection of the Esk Main Road and the Tasman Highway at Falmouth. The proposal is part of the State Government Funded Mobile Blackspot Program to improve mobile coverage services via the Optus mobile network along the Tasman Highway, including the Falmouth locality.

PREVIOUS COUNCIL CONSIDERATION:

Not Applicable

OFFICER'S REPORT:

1. The Proposal

The application seeks planning consent for the installation of:

- One (1) 30.0m monopole (overall height not exceeding 33.5m);
- Three (3) panel antennas (each less than 2.8m long) mounted on a triangular head frame at a centreline elevation of 31.0m on the pole;
- One (1) new parabolic transmission dish (1.8m in diameter) mounted on the pole;
- One (1) equipment cabinet installed at ground level adjacent to the pole;
- Ancillary equipment associated with the operation of the facility, including but not limited to; Radio Remote radio Units (RRUs) to be attached to the headframe; GPS antenna, cable trays, cabling, earthing, electrical works and air-conditioning equipment; and
- One (1) new equipment cabinet installed at ground level adjacent to the pole within the 49m² lease compound area with 2.4m security fence with a 3.0m wide access gate.

A copy of the plans and Applicant's Planning Scheme response is contained in the attachments.

2. Applicable Planning Assessment

- Part 26 Rural Resource Zone;
- E4 Road and Rail Assets Code;
- E6 Car Parking and Sustainable Transport Code;
- E7 Scenic Management Code

3. Referrals

- TasNetworks
- Department of State Growth

4. Assessment

The application met the acceptable solutions for all issues except for reliance upon the performance criteria detailed below:

Break O'Day Interim Planning Scheme 2013:

- 26.2 (Use Table);
- 26.3.1 P1.1, P3, P4, P5 (Use Standards);
- 26.4.1 P1, P2 (Development Standards) (Building location and appearance);
- E4.6.1 P3 Road and Railway Assets Code (Use Standards)(Use and Road of Rail Infrastructure);
- E6.7.1 P1 (Development Standards) (Construction of Car Parking Spaces and Access Strips);
- E7.6.1 P1 (Development Standards) (Scenic Management Tourist Road Corridor)

Detailed assessment against the provisions of the *Break O'Day Interim Planning Scheme 2013* where the proposal was reliant on satisfying the performance criteria, is provided below. **The proposal is deemed to comply with the performance criteria applicable**.

Planning Assessment 26 Rural Resource Zone 26.2 Use Table

The relevant Use Class (Utilities) is a *discretionary* use class within the Rural Resource Zone.

26.3 Use Standards

26.3.1 Discretionary Uses if not a single dwelling

Acceptable Solutions	Performance Criteria
A1	P1.1
If for permitted or no permit	It must be demonstrated that the use is consistent with local area objectives for the
required uses.	provision of non-primary industry uses in the zone, if applicable; and

Performance Criteria Assessment

Assessment against the Performance Criteria P1.1 is required as the use class (Utilities) is discretionary within the Rural Resource Zone.

The relevant Local Area Objectives for non-primary industry uses within the Rural Resources Zone are as follows:

2) Tourism

Tourism is an important contributor to the rural economy and can make a significant contribution to the value adding of primary industries through visitor facilities and the downstream processing of produce. The continued enhancement of tourism facilities with a relationship to primary production is supported where the long-term sustainability of the resource is not unduly compromised.

The rural zone provides for important regional and local tourist routes and destinations such as through the promotion of environmental features and values, cultural heritage and landscape. The continued enhancement of tourism facilities that capitalise on these attributes is supported where the long-term sustainability of primary industry resources is not unduly compromised.

3) Rural Communities

Services to the rural locality through provision for home-based business can enhance the sustainability of rural communities. Professional and other business services that meet the needs of rural populations are supported where they accompany a residential or other established use and are located appropriately in relation to settlement activity centres and surrounding primary industries such that the integrity of the activity centre is not undermined and primary industries are not unreasonably confined or restrained

The proposed facility is considered to support both of the local objectives as it will enable improved telecommunications connectivity for this section of the east coast, including the community of Falmouth, which in turn should support and enhance tourism facilities and opportunities and provide improved services for the local and surrounding rural communities.

The proposed development satisfies the performance criteria in this instance.

The proposed development satisfies the performance chieffa in this instance.		
Acceptable Solutions	Performance Criteria	
A3	P3	
If for permitted or no permit requires uses.	The conversion of non-prime agricultural to non-agricultural use must demonstrate that:	
	a) the amount of land converted is minimised having regard to:	
	i) existing use and development on the land; and	
	ii) surrounding use and development; and	
	iii) topographical constraints; or	
	b) the site is practically incapable of supporting an agricultural use or being included with other land for agricultural or other primary industry use, due to factors such as:	
	 i) limitations created by any existing use and/or development surrounding the site; and 	
	ii) topographical features; and	
	iii) poor capability of the land for primary industry; or	
	c) the location of the use on the site is reasonably required for operational efficiency.	

Performance Criteria Assessment

Assessment against the Performance Criteria P3 is required as the use class (Utilities) is discretionary within the Rural Resource Zone and the land is non-prime agricultural land.

The subject land forms part of larger dedicated road reserve under the control of the Department of State Growth. The land is vacant and not currently used, (or proposed to be used) for any agricultural use.

Being a road reserve, the land is considered to have poor capability for primary industry and is dedicated for a specific non-agricultural use.

Therefore further assessment against this performance criteria is not considered relevant.

Acceptable Solutions	Performance Criteria
A4	P4
If for permitted or no permit	It must demonstrated that:
requires uses.	a) emissions are not likely to cause an environmental nuisance; and
	b) primary industry uses will not be unreasonably confined or restrained from
	conducting normal operations; and
	c) the capacity of the local road network can accommodate the traffic generated
	by the use.

Performance Criteria Assessment

Assessment against the Performance Criteria P4 is required as the use class (Utilities) is discretionary within the Rural Resource Zone.

With regard to P4 part a) the applicant has provided an Environmental (Electromagnetic Energy) Report (Attachment B) providing a summary of the levels of radiofrequency and electromagnetic energy expected to be generated around the proposed facility.

The anticipated levels are indicated as being between 0.26% and 0.97% of the allowable (100%) public exposure limit As there is currently no telecommunications facility within the locality, there will be some environmental impact from the installation of the new facility, however, the report provided indicates that the impact is within the acceptable levels determined by the Australian Radiation Protection and Nuclear Safety Agency. Without any information to the contrary, it must be concluded that the emissions would be within an acceptable level and therefore not likely to cause an environmental nuisance.

Noise generation will be limited to during the construction phase (which will be subject to a standard condition regarding construction hours) and the ongoing operation of air conditioning equipment associated with the equipment cabinets, which technical advice asserts will be comparable to the level of a domestic air conditioning installation. As there are no nearby sensitive uses, no further assessment of noise is required.

With regard to P4 b), the surrounding primary industry uses include forestry plantation and grazing, neither of which are likely to be adversely impacted by the proposed facility.

With regard to P4 c), as the tower is to be un-manned, there is not likely to be any significant traffic generation as the result of the development. The Applicant has advised that maintenance visits would be in the order of 3-4 times per year. The proposal requires a new access point to be created off the Tasman Highway. The Applicant has provided a Traffic Impact Assessment prepared by a suitably qualified person (Attachment C), which has been reviewed by Department of State Growth. The Department accepts the recommendations of the report, subject to conditions which are included as conditions on the draft permit.

The proposed development is considered to satisfy the performance criteria in this instance.

Acceptable Solutions	Performance Criteria	
A5	P5	
The use must:	It must be demonstrated that the visual appearance of the use is consistent with	
a) be permitted or no permit	the local area having regard to:	
required; or	a) the impacts on skylines and ridgelines; and	
b) be located in an existing	b) visibility from public roads; and	
building.	c) the visual impacts of storage of materials or equipment; and	
	d) the visual impacts of vegetation clearance or retention; and	
	e) the desired future character statements.	

Assessment against the Performance Criteria P5 is required as the use class (Utilities) is discretionary within the Rural Resource Zone and is not to be located within an existing building.

The proposed 30m high monopole will have some visual impact within the local area. The chosen site was one six (6) sites investigated for a facility in this area, with all of the other sites excluded due to the inability to secure tenure with the landowners.

The selected site is the road reserve located on the western side of the Tasman Highway just north of the intersection of the Esk Highway and Tasman Highway, Falmouth. The site is flat and un-vegetated, with a backdrop (to the west) of plantation forest. The tower will be visible from the Tasman Highway, particularly from the southern and eastern approaches.

The following assessment against P5 is provided:

- a) due to the location of the tower on low-lying land with a backdrop of plantation forest and vegetated hills behind, the tower will not impact on distant skyline or ridgelines
- b) the tower will have varying degrees of visibility from public roads relative to the proximity of the traveller to the tower, with the tower being highly visible at close proximity. The applicant has provided a Landscape and Visual Impact Assessment prepared by 4Pillars Environmental (Attachment D) which uses a 'visual impact rating matrix' to assess the varying levels of visual impact associated with the tower, concluding that the level of impact would be high moderate to moderate without some form of mitigation. It concludes that the establishment of a vegetated screen around the base of the structure would reduce the impact of the tower such that the visible portion of the tower is unlikely to be obtrusive.
- c) Subject to the establishment of a vegetated screen, the visual impact of storage of materials and equipment will minimal.
- d) The proposal does not include any vegetation clearance or retention as it the site is currently un-vegetated
- e) The desired character statement for the Rural Resource Zone states:

 'The visual impacts of use and development within the rural landscape are to be minimised such that the effect is not obtrusive.'
 - As discussed under b), the conclusion of the Visual Assessment Report is that the establishment of the recommended vegetated screen will mitigate the visual impact of the lower part of the tower such that the overall impact should not be overly obtrusive.

While it is acknowledged that the visual impact of the tower cannot be entirely mitigated, it is considered that the establishment of a vegetated screen will mitigate the impact such that it will not be overly obtrusive. It is also recognised that the options for placing these towers in rural locations are limited by a range of factors including land ownership and geography and that some degree of trade-off is likely to be required in order to provide a critical telecommunications service.

On balance, it is considered that the performance criteria is met.

26.4 Development Standards

26.4.1 Building Location and Appearance

Acceptable Solutions	Performance Criteria
A1	P1
Building height must not exceed:	Building height must:
a) 8m for dwellings; or b) 12m for other purposes.	a) be unobtrusive and complement the character of the surrounding landscape; andb) protect the amenity of adjoining uses from adverse impacts as a result of the proposal.

Performance Criteria Assessment

Assessment against the Performance Criteria P1 is required as the proposed tower is 30m in height.

Discussion regarding a) is contained in the previous section of this report, with reference to the Visual Assessment Report provided by the Applicant.

With regard to b) the Applicant has provided an Environmental Report (Attachment B) indicating the levels of radiofrequency and electromagnetic energy expected to be generated around the proposed facility. The anticipated levels are indicated as being between 0.26% and 0.97% of the allowable (100%) public exposure limit

There is not likely to be any perceptible noise impacts (other than during the construction phase), nor will there be any odours or other emissions beyond that already indicated. The main impact is likely to be the visual impact of the tower, which has been previously discussed as being acceptable in this instance.

The proposed development is considered to adequately satisfy the performance criteria in this instance.

Acceptable Solutions		Performance Criteria
A2		P2
Buildings must be set back a minimum		Buildings must be setback so that the use is not likely to constrain adjoining
	of:	primary industry operations having regard to:
a)	50m where a non sensitive use or	a) the topography of the land; and
	extension to existing sensitive use	b) buffers created by natural or other features; and
	buildings is proposed; or	c) the location of development on adjoining lots; and
b)	200m where a sensitive use is	d) the nature of existing and potential adjoining uses; and
	proposed; or	e) the ability to accommodate a lesser setback to the road having regard to:
c)	the same as existing for	i) the design of the development and landscaping; and
	replacement of an existing	ii) the potential for future upgrading of the road; and
	dwelling.	iii) potential traffic safety hazards; and
		iv) appropriate noise attenuation.

Performance Criteria Assessment

Assessment against the Performance Criteria P2 is required as the set-back of the proposed tower from the boundaries is less than 50m (for a non-sensitive use).

The set-back from boundaries is constrained by the location of the site within a road reserve, which makes it impossible to achieve the 50m set-back requirement for a non-sensitive use.

The surrounding land is forest plantation and grazing, which would not be impacted by the structure.

The closest sensitive (residential) uses are approximately 1km away. The town of Falmouth is approximately 3km away. These residential receivers are a greater distance than required by the acceptable solution of 200m (part b)).

The Department of State Growth (DSG) has provided comment on the proposal and is satisfied that there are no traffic safety concerns and that the tower will not impact on any future road widening requirements.

The proposed development is considered to adequately satisfy the performance criteria in this instance.

E4 Road and Railway Assets Code

E4.6 Use Standards

E4.6.1 Use and Road of Rail Infrastructure

Acceptable Solutions	Performance Criteria
A3	P3
For roads with a speed limit of more than 60km/h the use must not increase the annual average daily traffic (AADT) movements at the existing access or junction by more than 10%.	For limited access roads and roads with a speed limit of more than 60km/h: a) access to a category 1 road or limited access road must only be via an existing access or junction or the use or development must provide a significant social and economic benefit to the State or region; and
	and

 an access or junction which is increased in use or is a new access or junction must be designed and located to maintain an adequate level of safety and efficiency for all road users.

Performance Criteria Assessment

Assessment against the Performance Criteria is required as the use involves the creation of a new access onto the Tasman Highway which is a Category 3 road.

The Applicant has provided a Traffic Impact Assessment prepared by Traffic and Civil Services (and accepted by DSG), which states that:

The Tasman Highway is a Category 3 road and the site has a low crash risk for all road users from Austroads Safe System Assessment. The increase in traffic is negligible and will not disaffect traffic or safety or efficiency.

The proposed development is conditioned to ensure it satisfies the performance criteria.

E6 Car Parking and Sustainable Transport Code

E6.7 Development Standards

E6.7.1 Construction of Car Parking Spaces and Access Strips

Acceptable Solutions Performance Criteria		
A1	P1	
All car parking, access strips manoeuvring and circulation spaces must be:	All car parking, access strips	
a) formed to an adequate level and drained; and	manoeuvring and circulation spaces	
b) except for a single dwelling, provided with an impervious all weather	must be readily identifiable and	
seal; and	constructed to ensure that they are	
c) except for a single dwelling, line marked or provided with other clear	useable in all weather conditions.	
physical means to delineate car spaces.		

Performance Criteria Assessment

Assessment against the Performance Criteria is required.

The use class 'utilities' has no requirements in terms of car parking on the site and being un-manned it is not considered necessary to seal or line-mark the driveway. The Traffic Impact Assessment provided by the Applicant has been reviewed and accepted by DSG, subject to the imposition of conditions which relate to the construction of the access onto Tasman Highway – these are included in the permit conditions.

It is considered that the performance criteria is satisfied, subject to conditions imposed by DSG.

E7 Scenic Management Code

E7.6 Development Standards

E7.6.1 Scenic Management – Tourist Road Corridor

Acceptable Solutions	Performance Criteria		
A1	P1		
Development (not including subdivision) must be	Development (not including subdivision) must be screened when		
fully screened by existing vegetation or other	viewed from the road within the tourist road corridor having		
features when viewed from the road within the	regard to:		
tourist road corridor.	a) the impact on skylines, ridgelines and prominent		
	locations; and		
	b) the proximity to the road and the impact on views from		
	the road; and		

- c) the need for the development to be prominent to the road; and
- d) the specific requirements of a resource development use; and
- e) the retention or establishment of vegetation to provide screening in combination with other requirements for hazard management; and
- whether existing native or significant exotic vegetation within the tourist road corridor is managed to retain the visual values of a touring route; and
- g) whether development for forestry or plantation forestry is in accordance with the 'Conservation of Natural and Cultural Values Landscape' section of the Forest Practices Code; and
- h) the design and/or treatment of development including:
 - the bulk and form of buildings including materials and finishes;
 - ii) earthworks for cut or fill;
 - iii) complementing the physical (built or natural) characteristics of the site.

Performance Criteria Assessment

Assessment against the Performance Criteria is required.

The subject land is a section of the road reserve which is grassed and contains no trees or shrubs, therefore the tower would not be screened when viewed from the tourist road corridor.

The tower is to be sited approximately 30m from the access to Tasman Highway.

The following assessment against P1 is made:

- a) The tower will have some visual impact on the skyline, particularly when approaching the site from the north (travelling south on the Tasman Highway) and from the east (on the approach to the Esk Hwy/Tasman Hwy intersection). There will be little to no impact from the southern approach. The applicant has provided a photomontage demonstrating the anticipated visual impact from these 3 approaches (Attachment E). Given the height of the tower, it would be impossible to mitigate the impact on the skyline (with or without vegetated screening). Notwithstanding this, other man-made structures are visible (and unscreened) within this location, including large and prominent road signage on the approach to the intersection, power poles, fencing and irrigation towers. Although the location is reasonably prominent being at a major intersection, the scenic quality of this section of the highway is mixed with mostly open pasture to the east of the Tasman Highway and mostly plantation forest to the west. With regard to the traveller experience along this section of the road, the views to the east of the Highway, looking out over pasture, a large heritage farm building and towards Falmouth and the ocean would be of greater significance than the views of the plantation forest to the west. In this regard, the view of the tower would not significantly impact on the scenic value of the vista to the east.
- b) The tower will only be 30m from the road so will be highly visible from the road. The Applicant has included a proposal for a landscape buffer to be planted to screen the perimeter of the tower and lease area. It is considered that this would mitigate some of the 'uglier' elements of the tower, including the ground level infrastructure and fencing.
- c) In order for the tower to be most efficient and effective in providing mobile phone service along the Great Eastern Drive and the township of Falmouth it needs to be located reasonably close to the Highway. Other potential site options within the locality were excluded mostly due to the failure to secure tenure with the land owners. The chosen site provides close proximity to an existing power supply, good vehicle access and a clear site.
- d) Not Applicable

- e) The site has no existing vegetation which provides screening. The Applicant is proposing to plant and maintain a vegetated buffer, which will screen the lower part of the tower and associated infrastructure when viewed from the surrounding roads.
- f) Existing vegetation within the scenic road corridor (on the western side of the Highway) is plantation eucalypt forest on private land. The owner of the land has advised that this vegetation is scheduled to be harvested over the coming years and will be turned over to pasture post-harvest. Although the scenic 'value' of the plantation forest is not considered to be significant, its removal would significantly alter the landscape of this locality. This however, is beyond the control of the Applicant and considerations of this application.
- g) Not Applicable
- h) The tower is to be a 30m high monopole structure with associated ground level infrastructure (overall height not exceeding 33.5m). The impact of the 'bulk' of the structure is more in the height being taller than the surrounding tree canopy. The structure itself is relatively slim (with antenna installations and a transmission dish higher up on the structure) being grey in colour. A vegetated screen is to be planted and maintained by the Applicant, which will reduce the visual impact of the ground level infrastructure. No cut or fill is proposed.

While it is acknowledged that the visual impact of the tower cannot be entirely mitigated, it is considered that the establishment of a vegetated screen will mitigate the impact such that it will not be overly obtrusive. It is also recognised that the options for placing these towers in rural locations are limited by a range of factors including land ownership and geography and that some degree of trade-off is likely to be required in order to provide a critical telecommunications service.

On balance, it is considered that the performance criteria is sufficiently satisfied.

5. Representations

The application was advertised from 22 January 2022 to 7 February 2022 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining land owners. One (1) representation was received prior to the closing date and time. A copy of the representation is contained in the attachments. A summary of the key issues and response is outlined below:

Issue	Response
Boundary discrepancy – due to the location of the existing fence-line, the representor believes that the proposal will be sited on private property	The proposed lease area is shown on the site plan as being located inside the existing fence-line. It is clear from the description of the proposal that it is intended to be located entirely within the State-controlled road reserve. A plan of Survey is also provided by the Applicant (included in Attachment A) showing the lease and access area as being entirely within the road reserve. Whether or not the existing fence-line is in the correct position is a civil matter to be resolved between the relevant parties (the land owners and the developer) and does not affect the Council's determination of this development application.
Road Safety – issues around visibility for vehicles exiting the site	The Applicant has provided a Traffic Impact Assessment prepared by Traffic & Civil Services Tasmania (Attachment C), which has been accepted by the Department of State Growth. The TIA notes that available sight distances to the left and right of the proposed access are both 300m and therefore meet the acceptable solution for sight distances in a 100km/h speed environment (Table E4.6.4 of the Road and Railway Assets Code).

Visual impact and structure height – the representor advises that the backdrop of plantation trees will eventually be harvested and replaced with pasture, therefore the visual impact of the tower will be increased and have a huge impact on the landscape

The visual impact of the tower has been discussed in previous sections of this report. In response to concerns raised regarding the visual impact of the tower, the Applicant commissioned a Landscape and Visual Assessment Report (Attachment D) which has recommended that the *moderate to high* visual impact of the tower could be mitigated down *moderate to low* with the inclusion of a vegetated screen planted on the southern, northern and eastern (part) sides of the lease area for tower. This will assist in softening the visual impact of the structure from the public roads and from properties to the east.

With regard to the likely harvesting of the vegetated backdrop of plantation trees in the coming years, the removal of these trees will cause the landscape to be significantly altered in this locality – with or without the presence of the proposed tower.

Several other towers (both within and outside of this Council area) have been constructed in various locations along the 'East Coast Drive'. While some of these towers are more visually prominent than others, overall, it is not considered that they pose a major visual distraction such that the scenic qualities of the drive are significantly compromised.

Impact on wildlife in the area – the representor advises that there is a pair of wedge tail eagles living on the property and 2 sea eagles that hunt the creek lines within the locality – the tower poses a risk to these birds

The representation does not state whether the risk is associated with the impact of the electromagnetic field or whether it is related to the tower being a flight obstacle. The ListMap (Plants and Animals – Species layer) indicates that the Fern Glen Creek-line to the west of the tower site includes low elevation Wedge-tailed Eagle habitat. Notwithstanding this, there is no trigger under the Biodiversity or Water Quality Codes for further consideration of the issue as there is no vegetation removal proposed, the location is not within a priority habitat overlay and the site is located at least 100m to the east of the waterway.

While there is no evidence that the tower itself would pose an obstacle threat to birds, the tower is to be located on the opposite side of the road to the existing electricity infrastructure so will require a new section of overhead power line as well as the installation of 2 new poles. Cases of bird strike and electrocution from overhead power lines in Tasmania is well-documented. As such, Staff requested that consideration be given to the installation of bird reflectors on the new electricity line to be installed across the Tasman Highway given the potential presence of Wedge-tailed Eagles or other birds of prey in the locality. TasNetworks has advised that the installation of reflectors on high voltage conductors crossing the highway in high traffic density areas is not supported due to the potential for driver distraction at night (they are usually only installed parallel to the highway). It did however, support the installation of bird perches on the 2 new poles and reflectors on a small section of overhead line on the other side of the Tasman Highway (see overall site plan included in Attachments).

The recommendation for approval has been made following due consideration of the representations and comments.

6. Mediation

Nil

7. Conclusion

In accordance with 8.10 of the Break O'Day Interim Planning Scheme 2013, the application has been assessed against the objectives of the Scheme, in particular the Rural Resource Zone and all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and Performance Criterion and the received representations have been considered. It is recommended for approval with conditions normally set to this type of development.

LEGISLATION & POLICIES:

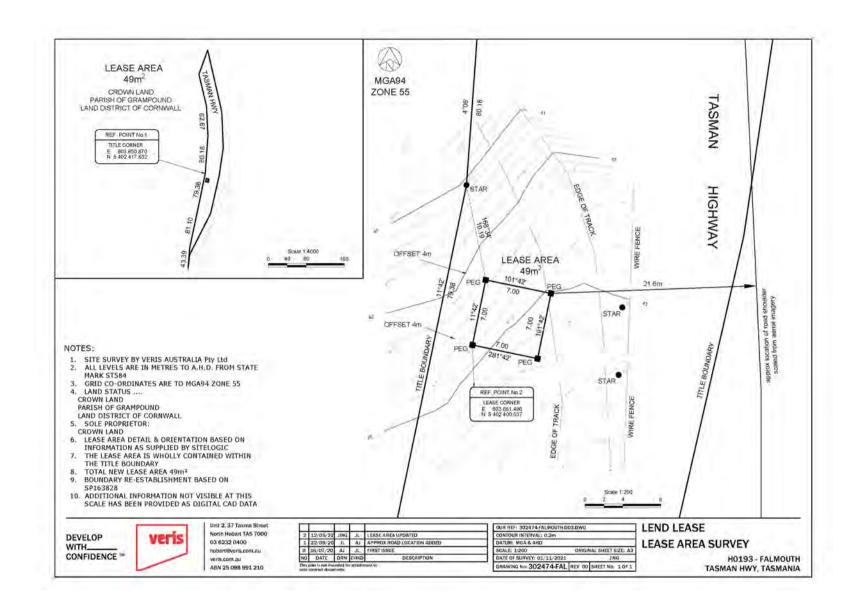
Break O'Day Interim Planning Scheme 2013; Land Use Planning and Approvals Act 1993; Local Government (Building and Miscellaneous Provisions) Act 1993.

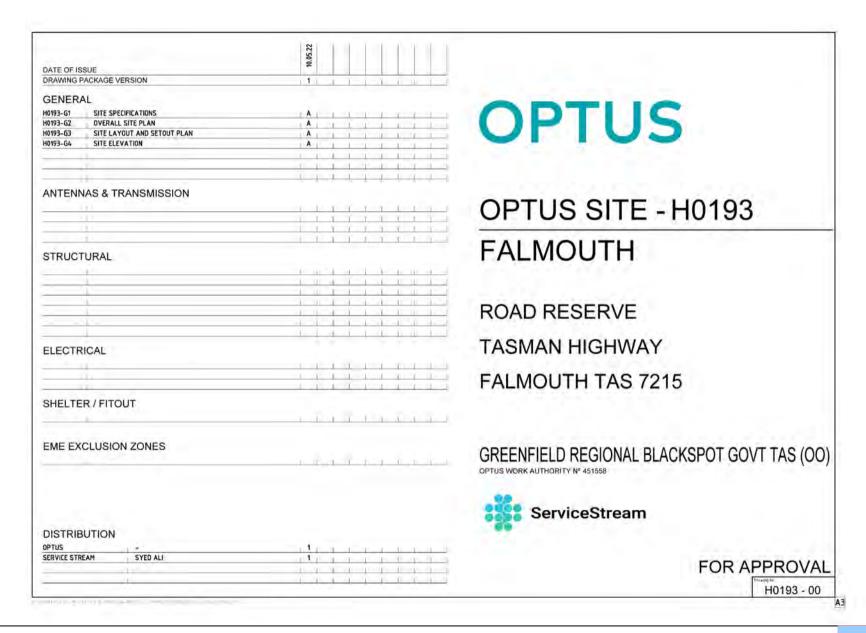
BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

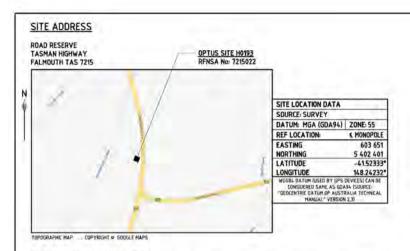
Not applicable, all costs of the development are the responsibility of the developer.

VOTING REQUIREMENTS:

Simple Majority.







ATN MONOPOLE STRUCTURE

- ATN 30m HIGH ROCLA CONCRETE (TYPE: EX3.5-BM30-735) MONOPOLE WITH NON-TRAFFICABLE TRIANGULAR
 HEADFRAME AT TOP FOR OPTUS EQUIPMENT INSTALLATION. MONOPOLE & FOUNDATION DESIGN AND
 CERTIFICATION UNDERTAKEN BY MONOPOLE SUPPLIER ROCLA & GAMCORP FOR OPTUS EQUIPMENT BASED ON
 THE GEOTECH REPORT TG21158/4-01. REFER MONOPOLE STRUCTURAL CERTIFICATION FOR & TBC & OSD-030
 STRUCTURAL CERTIFICATION FOR DETAILS.
- OPTUS NON-TRAFFICABLE TRIANGULAR H/F & MOUNTING POLES AT 31m C/L HEIGHT FOR OPTUS NEW EQUIPMENT ARE DESIGNED & CERTIFICE BY SERVICES TREAM. REFER STRUCTURAL DESIGN DRAWINGS HÖ193-S1 TO 54 AND SERVICESTREAM STRUCTURAL CERTIFICATION FOR DETAILS.
- 3. ACCESS TO ANTENNA ON THE MONOPOLE VIA EWP ONLY.
- REFER TO CMW GEOTECHNICAL REPORT NO. TG21158/4-01 DATED 29.10.2021 FOR SITE PREPARATION AND SOIL CHARACTERISTICS.

OPTUS ODU

INSTALL OPTUS 4-BAY ODU WITH 200mm PLINTH ON NEW MONOPOLE FOUNDATION WITHIN THE OPTUS
"COMPOUND AREA". FOR INTERNAL EQUIPMENT INSTALLATION - REFER H0193-F1 FOR THE ODU RACK LAYOUT
DETAILS. REFER GAMCORP MONOPOLE FOUNDATION DESIGN DRAWING S01_REV A AND STRUCTURAL
CERTIFICATION FOR DETAILS.

ODU PDB LOCATED ON LHS FACING DOORS

	01	OU DESIGN CRITE	RIA
WIND REGION	DESIGN WIND SPEED	FIRE PROTECTION REQUIREMENT	ELEVATED SHELTER LEVEL (ABOVE 1:100 FLOOD LEVEL INCL. FREEBOARD)
A4	45m/s	N/A	N/A

TRANSMISSION

THIS SITE SHALL BE LINKED TO THE NETWORK VIA PARABOLIC ANTENNA. REFER DRAWING H0193-T1 FOR THE TRANSMISSION LINK DETAIL,







07/22.6.1DA300 – 2021 – Telecommunications Tower – Lendlease Services Pty Ltd - Road Reserve near Intersection of Tasman and Esk Highway, Falmouth

MOBILE NETWORK AUSTRALIA SITE No:- H0193 FALMOUTH

FALMOUTH

TASMAN HWY FALMOUTH TAS 7215

FOR APPROVAL

SITE SPECIFICATIONS

OR APPROVAL H0193-G1

CONSTRUCTION SITE ACCESS

VIA ROAD RESERVE, TASMAN HIGHWAY

NEW PROTOCOLS WILL NEED TO BE ESTABLISHED WITH STATE ROADS. HOWEVER, GIVEN THE PLACEMENT OF THE FACILITY IT WILL ALLOW 24/7 UNRESTRICTED ACCESS.

EXISTING SITE HAZARDS

- . MANUAL HANDLING
- 2. WORKING AT HEIGHTS
- 3. SLIP, TRIP AND FALLS
- . ELECTRICAL HAZARDS
- . WEATHER / LIGHTNING
- SUN EXPOSURE
- 7. WILDLIFE / INSECTS

SITE SIGNAGE

SITE SIGNAGE SHALL BE IN ACCORDANCE WITH OSD-170 (GROUND SITE) AND OSD-191 (EME SIGNAGE).

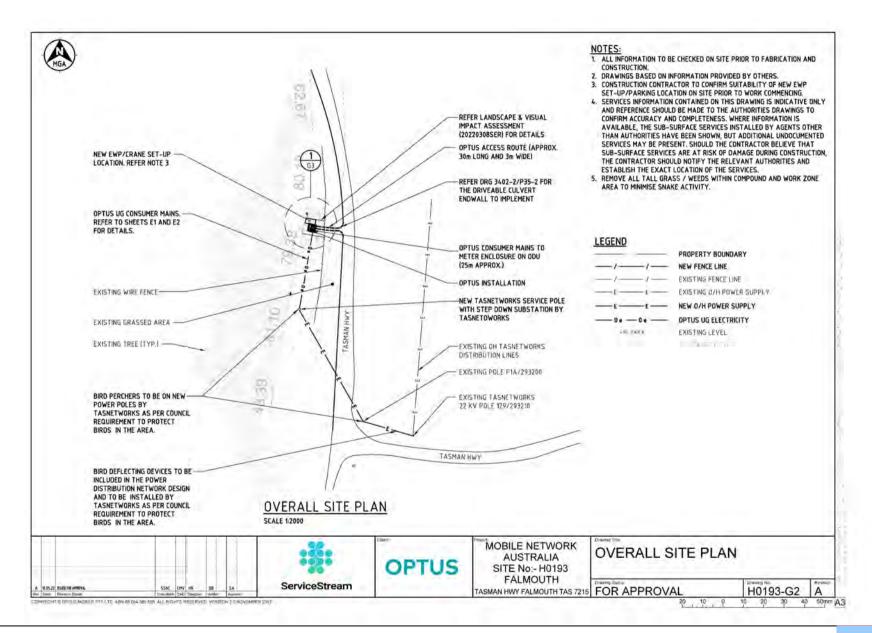
EME EXCLUSION ZONES

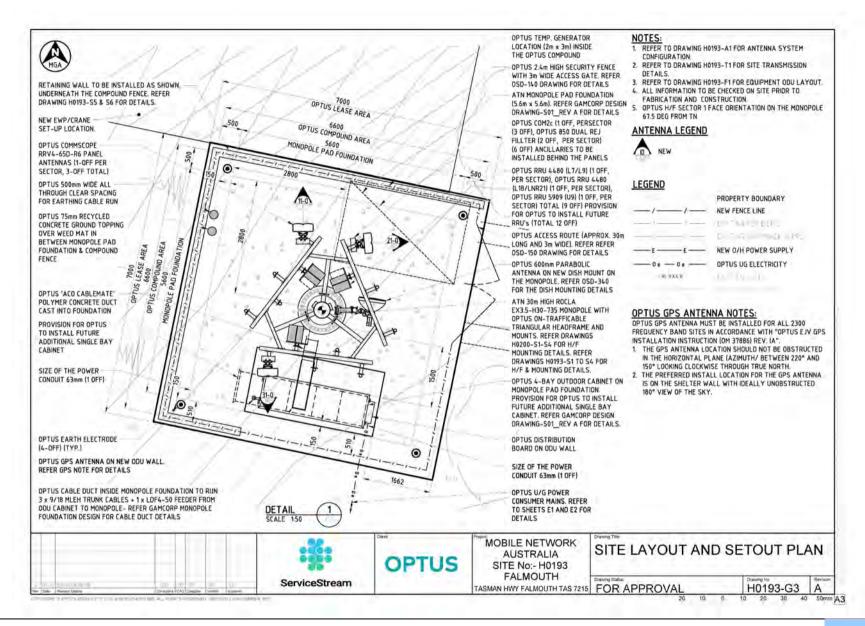
REFER TO SITE EME GUIDE FOR EME EXCLUSION ZONES FOR NEW ANTENNAS AT THIS SITE.

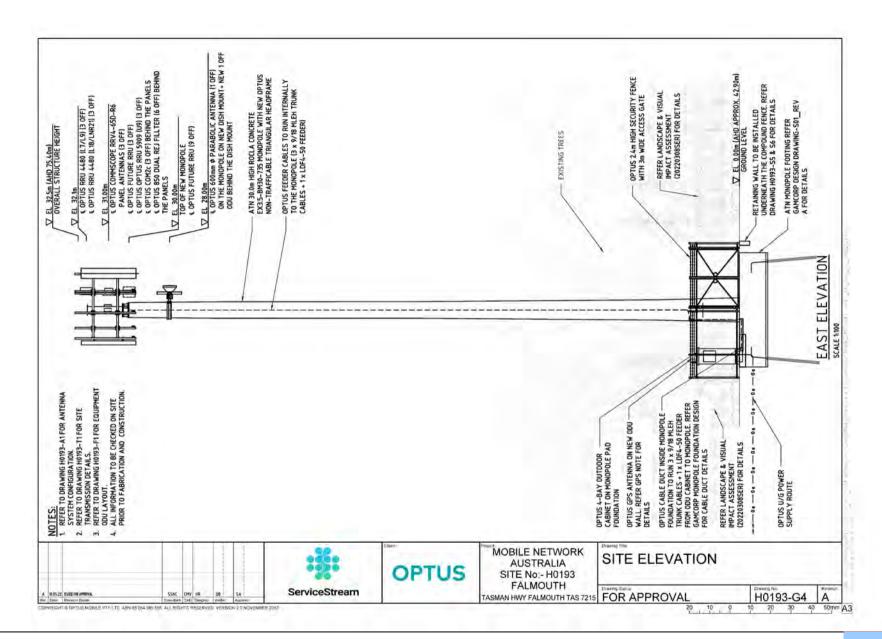
ELECTRICAL INSTALLATION AND SITE EARTHING

REFER TO DRAWING H0193-E1 FOR THE ELECTRICAL SPECIFICATIONS NOTES AND H0193-E2 FOR THE SINGLE LINE DIAGRAM. REFER TO DRAWING H0193-E3 FOR SITE SPECIFIC EARTHING PLAN DRAWING.

ELEMENT	COLOUR	
HEADFRAME AND MOUNTS		
EQUIPMENT (ANTENNA, RRU, TMAs, MHAs, COMBINERS, FILTERS)	NATURAL PRODUCT COLOUR	
000	PALE EUCALYPT	
CABLE LADDER	GALVINISED	







07/22.6.2 DA050 – 2022 – Legalisation of Shed – 7 Champ Street, Seymour

ACTION	DECISION		
PROPONENT	C N Gillies		
OFFICER	Planning Officer		
FILE REFERENCE	DA 050-22		
ASSOCIATED REPORTS AND	Plans		
DOCUMENTS	Drone photographs of site and surrounds		
	On-site Wastewater Report and Original Approved On-site		
	Wastewater Design		
	Representation (1)		
	Responsible Officer Assessment		

OFFICER'S RECOMMENDATION:

After due consideration of the application received and Pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Interim Planning Scheme 2013* that the application for LEGLISATION OF SHED on land situated at 7 CHAMP STREET, SEYMOUR described in Certificate of Title 26752/1 be APPROVED subject to the following conditions:

1. Development must be carried out in accordance with the approved plans and documents listed as follows, except as varied by conditions on this Planning Permit.

Approved Plans				
Plan / Document Name	Reference	Prepared By		Dated
	Number			
Cover Page	A01 – Rev A	Streamline Building Designs		22 February 2022
Site Plan	A02 – Rev A	Streamline Building Designs		22 February 2022
Floor Plan, Elevations	A03 – Rev A	Streamline Building Designs		22 February 2022
Section A-A	A02 – Rev A	Streamline Building Designs		22 February 2022
On-site Wastewater Report	-	Geo-Environmental	Solutions	25 May 2022
		(GES)		

- 2. Use of the development must not create a nuisance as defined by the *Environmental Management and Pollution Control Act 1994*.
- 3. The shed is approved for non-habitable residential use only and may not be changed without written consent from Council.
- 4. All runoff from the proposed buildings must be disposed of within the confines of the property by means that will not result in soil erosion or other stormwater nuisance. Soakage drains must be of sufficient size to absorb stormwater runoff.
- 5. Any evidence of failure of the existing septic system will require a review of the system and subsequent compliance with any lawful directive from Council's Environmental Health Officer. This could necessitate the installation of an Aerated Wastewater Treatment System.

INTRODUCTION:

The Applicant is seeking to legalise the construction of a shed and alteration of an on-site wastewater system on an existing residential site located at 7 Champ Street Seymour. The property is on the market and the Council became aware of the unapproved structure during the completion of the Section 337 Certificate process. Council notified the owner of the illegal works in January 2022 and the subject development application was submitted to the Council in February 2022.

PREVIOUS COUNCIL CONSIDERATION:

Nil

OFFICER'S REPORT:

2. The Proposal

The application seeks planning consent for the legalisation of a shed, verandah and altered on-site wastewater system for a residential property located at 7 Champ Street, Seymour.

The shed has a floor area of 30.8m² (8m x 3.85m) and has a 10.08m² verandah attachment (2.1m x 4.8m). The alteration to the existing on-site wastewater design involved the relocation and reconfiguration of the septic absorption bed.

A copy of the plans and locality and zone map is contained in **Attachment A.** Drone photographs of the site and surrounds are contained in **Attachment B**.

2. Applicable Planning Assessment

- Part 14 Environmental Living Zone;
- E1 Bushfire Prone Areas Code;
- E6 Car Parking and Sustainable Transport Code;
- E14 Coastal Code
- E16 On-site Wastewater Management Code

3. Referrals

Nil

4. Assessment

The application met the acceptable solutions for all issues except for reliance upon the performance criteria detailed below:

Break O'Day Interim Planning Scheme 2013:

- 14.4.1 P1, P4 Environmental Living Zone (Development Standards) (Building Design and Siting);
- E 16.6.1 P1 On-site Wastewater Management Code (Use Standards) (Use and Lot Size);
- E 16.7.1 P1.1, P1.2, P1.3, P2 On-site Wastewater Management Code (Development Standards) (On-site Wastewater Management)

Detailed assessment against the provisions of the *Break O'Day Interim Planning Scheme 2013* where the proposal was reliant on satisfying the performance criteria, is provided below. **The proposal is deemed to comply with the performance criteria applicable**.

Planning Assessment

14 Environmental Living Zone

14. 4 Development Standards

14.4.1 Building Siting and Design

Acceptable Solutions	Performance Criteria
A1	P1
No more than 4 hectares or	Site coverage and the proportion of the site used for development has regard to:
20% of the site, whichever is	a) the size of the site; and
the lesser, is used for	b) the need for driveways; and
development.	c) the management of natural hazards or environmental qualities of the site; and
	d) any constraints imposed by existing development or the features of the site; and
	e) the site coverage of adjacent properties; and
	f) the effect of the visual bulk of the building and whether it respects the landscape
	character; and
	g) the capacity of the site to absorb runoff; and
	h) the landscape character of the area and the need to remove vegetation to
	accommodate development; and
	i) consistency with the local area objectives, if any.

Performance Criteria Assessment

The site area of the lot is $764m^2$. The area of the existing dwelling is $130.5m^2$ and the area of the shed and verandah is $40.88m^2$, making the total site coverage 22%, which slightly exceeds the acceptable solution of 20%.

The following assessment against P1 is provided:

- a) The lot is only 764m² which is well below the anticipated lots sizes within the Environmental Living Zone (20ha being the acceptable solution for subdivision lots in the zone). The dwelling and shed are modest in size and leave well over 50% of the site free from development.
- b) The driveway is unsealed so has not been included in total site coverage as it allows for water absorption.
- c) There are no known hazards or environmental qualities of the site which would be impacted by the higher site coverage.
- *d)* The small size of the lot is a constraint to reducing the amount of site coverage.
- e) Adjacent properties are much larger in site area and this lot is one of the smallest in the locality. That said, buildings on the adjacent sites are clustered such that the space between buildings is relatively consistent with the adjacent properties.
- f) The shed is similar to the bulk and scale of shed structures on adjacent properties such that it is not considered to be out of character.
- g) Stormwater run-off from the dwelling is collected in a large (22,500 litre) rainwater tank in the front yard and is the only source of water to the dwelling. Run-off from the shed is collected in a newly installed 2,500 litre rainwater tank with the overflow directed to the ground for absorption. The applicant has committed to extending the overflow pipe from this tank so that it is directed further away from the rear and northern boundaries. To confirm this, the following condition of approval is included in the draft Permit:
 - All runoff from the proposed buildings must be disposed of within the confines of the property by means that will not result in soil erosion or other stormwater nuisance. Soakage drains must be of sufficient size to absorb stormwater runoff.
- h) The immediate locality comprises residential lots with most cleared of vegetation. The subject site was already cleared of vegetation so no vegetation removal was required.
- i) There are no local area objectives in this zone.

Overall, it is considered that the performance criteria is sufficient satisfied subject to the imposition of a condition regarding the stormwater run-off.

	Acceptable Solutions	Performance Criteria
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A4

Buildings must be set back a minimum of:

- a) 10m to side and rear boundaries; and
- b) 200m to the Rural Resource Zone where a sensitive use is proposed.
- P4 Buildings must be set back adequately to protect:
- a) the amenity of adjoining dwellings by providing separation that is consistent with the character of the surrounding area having regard to:
 - i) the impact on the amenity and privacy of habitable room windows and private open space; and
 - ii) the impact on the solar access of habitable room windows and private open space; and
 - iii) the locations of existing buildings and private open space areas; and
 - iv) the size and proportions of the lot; and
 - the extent to which the slope, retaining walls, fences or existing vegetation screening reduce or increase the impact of the proposed variation; and
 - vi) local area objectives, if any; and
- b) agricultural uses on adjoining lots from likely constraint; and
- c) the impact of the proposal on environmental qualities of the site.

Performance Criteria Assessment

The shed has a set-back of .530m from the eastern (side) boundary and 1.9m from the northern (rear) boundary. The set-back to the western (side) boundary of 11.72m meets the acceptable solution.

Drone photographs contained in **Attachment B** (taken from the real estate advert for the property) provide a good overview of the shed and buildings etc. on the adjoining land.

The following assessment against P4 is provided:

- a)i) The properties to the north and east of the shed site both have structures/caravans located close to the common boundaries. The neighbouring dwellings are both sited way from the common boundaries the dwelling to the east being approximately 11m and the dwelling to the north being approx. 8m. The parts of the neighbouring yards adjacent to the northern and eastern boundaries of the subject land appear to be utility areas for the storage of sheds, vehicles and domestic items. As such, the reduced set-back of the shed would have no impact on the amenity and privacy of habitable room windows and private open space
- a)ii) Similarly, the reduced set-back of the shed has no impact on the solar access of habitable room windows and private open space
- a)iii) The properties all have sheds sited close to common boundaries (less than the acceptable solution). Although the adjacent properties are much larger, the buildings on these properties are also clustered in a similar pattern to those on the subject land. The private open space areas are not distinct on the neighbouring land although it appears that most have some form of outdoor area to the north of the dwelling. The siting of the subject shed has no impact on these private open spaces.
- a)iv) The size and proportions of the lot are such that it would be difficult to achieve the 10m set-back from all side and rear boundaries
- a)v) The site slopes gently down from the south to the north (front to rear). There are no retaining walls on boundaries, although the soakage area for the subject land is retained (within the boundary). The properties to the east and north both have vegetation along the common boundary, which would provide some screening.
- a)vi) There are no local area objectives in this zone.
- b) There are no adjoining agricultural uses neighbouring land is residential
- c) The subject land and immediate surrounds have no particular environmental qualities which would be affected by the reduced set-back of the shed.

Overall, it is considered that the performance criteria is sufficiently satisfied.

Codes

E1 Bushfire-Prone Areas Code

The use is not a vulnerable or hazardous use and does not involve subdivision, therefore this Code is not applicable.

E6 Car Parking and Sustainable Transport Code

The proposal meets all of the relevant use and development standards of this Code.

E14 Coastal Code

The development site is located above the 10m contour line so is above the coastal inundation reference height of 2.35m. No further assessment against this Code is required.

E 16 On-site Wastewater Management Code

E16.6 Use Standards

E16.6.1 Use and Lot Size

Acceptable Solutions	Performance Criteria	
A1	P1	
Residential uses that rely on onsite wastewater	Residential use on sites less than 2,000m ² or with more than	
management must:	four bedrooms that rely on onsite wastewater management	
a) be on a site with minimum area of 2,000m ² ;	must be able to accommodate:	
and	a) the proposed residence and associated buildings and	
b) have four bedrooms or less.	structures;	
	b) private open space;	
	c) vehicle manoeuvring and car parking;	
	d) hardstand and paved areas; and	
	e) onsite wastewater management infrastructure	

Performance Criteria Assessment

The existing residential dwelling had an approved on-site wastewater system installed in 2010.

This system was altered when the subject shed was constructed, which resulted in the absorption area being reconfigured and moved closer to the rear boundary.

As part of this retrospective application, the applicant has provided a report from the engineer who designed the original system. A copy of this report and the original on-site wastewater design is contained in **Attachment C.**

The report states that the altered absorption bed is within 5% of the original design area (being 44m² instead of 45m²) and is therefore considered sufficient to accommodate the current flows from the dwelling.

In this regard, it is considered that the altered design is able to be accommodated on site, along with the existing dwelling and associated structures, private open space (no requirement in this zone), vehicle manoeuvring and parking and hardstand and paved areas.

Given that the dwelling is not fully occupied at the present time, it is considered prudent to include the following condition which would allow the Council to require further investigation of the system in the future should any evidence of failure become apparent.

Any evidence of failure of the existing septic system will require a review of the system and subsequent compliance with any lawful directive from Council's Environmental Health Officer. This could necessitate the installation of an Aerated Wastewater Treatment System.

The Council's EHO has also reviewed the engineer's advice and has undertaken a site visit to review the system. He is satisfied that there is no evidence that the on-site system is failing.

Based on the advice of the engineer and the Council's EHO, it is considered that the performance criteria is met.

E16.7 Development Standards

E16.7.1 Onsite Wastewater Management

provided between onsite wastewater management infrastructure and buildings and structures. Buildings and structures within 3m of onsite wastewater infrastructure must not have a detrimental impact on toperation or integrity of the onsite wastewater management infrastructure; and P1.3 Onsite wastewater infrastructure; and p1.2 Buildings and structures within 3m of onsite wastewater infrastructure must not have a detrimental impact on toperation or integrity of the onsite wastewater management must not have a detrimental impact on toperation or integrity of the onsite wastewater management must not have a detrimental impact on toperation or integrity of the onsite wastewater management must not have a detrimental impact on toperation or integrity of the onsite wastewater management must not have a detrimental impact on toperation or integrity of the onsite wastewater management must not have a detrimental impact on toperation or integrity of the onsite wastewater management must not have a detrimental impact on toperation or integrity of the onsite wastewater management must not have a detrimental impact on toperation or integrity of the onsite wastewater management must not have a detrimental impact on toperation or integrity of the onsite wastewater management must not have a detrimental impact on toperation or integrity of the onsite wastewater management must not have a detrimental impact on toperation or integrity of the onsite wastewater management must not have a detrimental impact on the operation of the onsite wastewater management must not have a detrimental impact on the operation of the operation o	Acceptable Solutions	Performance Criteria
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structures.	provided between onsite wastewater management infrastructure and buildings and	P1.2 Buildings and structures within 3m of onsite wastewater infrastructure must not have a detrimental impact on the operation or integrity of the onsite wastewater management infrastructure; and P1.3 Onsite wastewater management must not have a detrimental impact on the foundations or footings of buildings or

Performance Criteria Assessment

The engineer's report (Attachment C) states that the absorption bed is within .5m of the shed, however has concluded that no changes or upgrade of the system is required at this time. It must therefore be assumed that the reduced set-back of the infrastructure will not have an impact on the footings of the shed, nor would the shed have an impact on the function of the wastewater system.

Based on the engineer's advice which is supported by the Council EHO it is considered that the performance criteria is sufficiently satisfied.

io sufficiently succepted.	
Acceptable Solutions	Performance Criteria
A2	P2
A minimum horizontal separation of 3m must be provided between onsite wastewater	Hardstand, paved areas car parking and vehicle manoeuvring areas must:
management infrastructure and the following: a) hardstand and paved areas;	a) not be located above or below each other; andb) have no detrimental impact on the operation or integrity of
b) car parking and vehicle manoeuvring areas; and	, , , , , , , , , , , , , , , , , , , ,
c) title or lot boundaries;	

Performance Criteria Assessment

The re-located absorption bed is within 3m of the rear boundary (1-1.5m according to the engineer's report). Hardstand, paved areas, car parking and manoeuvring are located well away from the re-located absorption bed and are not affected.

The engineer has advised the re-located absorption bed is of sufficient size to accommodate the current flows from the dwelling.

Based on the engineer's advice which is supported by the Council EHO it is considered that the performance criteria is sufficiently satisfied.

5. Representations

The application was advertised from 18 June 2022 to 1 July 2022 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining land owners. One (1) representation was received prior to the closing date and time. A copy of the representation is contained in the attachments. A summary of the key issues and response is outlined below:

Issue

The representor has concerns that stormwater and wastewater leach into the adjoining property and says that it has been an issue since it was built.

Response

In discussion with the person making the representation, staff were advised that a telephone complaint was made to the Council regarding these matters approximately 3 years ago. There is no record in the Council system of a complaint being registered regarding these matters, so it is not clear whether any investigation of the matter occurred at that time.

With regard to the on-site waste water, as discussed previously in this report, the Applicant has provided a report from the original designer of the on-site wastewater system (Geo-Environmental Solutions), which concludes that the alteration to the approved absorption area is within 5% of the original design (44m² instead of 45m²) and is therefore sufficient to accommodate the current flows from the dwelling. The system was designed for a two-bedroom dwelling and the number of bedrooms has not been increased through the construction of the shed. The shed is a class 10 structure and is not habitable and does not contain any wet areas. The Report states that the engineer visited the site in April this year to inspect the wastewater system in relation to the constructed shed. The Council EHO also visited the site in reviewing this application and did not observe any sign of system failure. The EHO did however, acknowledge that the dwelling is not being fully occupied at the present so the system is not under load. In this regard, and considering the concern raised in the representation, it is recommended that the following condition of approval be included:

Any evidence of failure of the existing septic system will require a review of the system and subsequent compliance with any lawful directive from Council's Environmental Health Officer. This could necessitate the installation of an Aerated Wastewater Treatment System.

This condition will allow the Council to require further investigation of the septic system once the dwelling is fully occupied, if the issues raised by the representor become evident.

With regard to stormwater, the zone provisions do not require that stormwater is connected to a reticulated system, nor do they provide specific direction regarding soakage pits. The relevant provision only states that *stormwater should be collected by means of guttering, downpipes and rainwater tanks*. Run- off from the existing dwelling is directed to a large tank at the front of the dwelling. The constructed shed has downpipes which previously directed water directly to the ground close to the absorption area and the rear (northern) and side (eastern) boundaries. The Applicant has now installed a 2,500 litre rainwater tank to collect the roof water from this shed. The run-off from this tank is being directed along the rear of the shed adjacent to the eastern boundary. The Council is not aware that this is currently causing any stormwater nuisance to the property to the east. The concerns raised in the representation concern the property to the north of the subject land. Notwithstanding this, staff have discussed the potential for stormwater nuisance given the proximity of the overflow to the eastern boundary. The Applicant has agreed to further remedy the situation by extending the overflow pipe beyond the length of the shed and redirecting it away from the eastern boundary.

Given that the applicant has now installed a rainwater tank and has agreed to extend the runoff pipe so that it is directed away from the boundary, it is considered that the imposition of the following condition will allow the Council to take further action if stormwater nuisance becomes apparent.

All runoff from the proposed buildings must be disposed of within the confines of the property by means that will not result in soil erosion or other stormwater nuisance. Soakage drains must be of sufficient size to absorb stormwater runoff.

LEGISLATION & POLICIES:

Break O'Day Interim Planning Scheme 2013; Land Use Planning and Approvals Act 1993; Local Government (Building and Miscellaneous Provisions) Act 1993.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable, all costs of the development are the responsibility of the developer.

VOTING REQUIREMENTS:

Simple Majority.

RETROSPECTIVE SHED PLANS FOR CAROLYNE GILLIES AT: 7 CHAMP STREET SEYMOUR 7215

DRAWING SCHEDULE

SITE DETAILS

FLOOR AREAS

A01 - COVER PAGE

-TITLE REFERENCE - 26752/

A02 - SITE PLAN

- CLIMATE ZONE - 7

A03 - FLOOR PLAN & ELEVATIONS

- SITE CLASS - TBC

A04 - SECTIONAL VIEW

- WIND CLASS - TBC - ALPINE AREA - NO

- CORROSIVE ENVIRONMENT - MODERATE - REFER TO BCA SECTION 3.4.2.2 & BCA TABLE 3.4.4.2

- BAL RATING - NOT REQUIRED (< 6m SEPARATION)

- OTHER KNOWN HAZARDS - NONE KNOWN

SHED

TOTAL

 $= 30.8 m^2$

SHED V'DAH = 10.08m³

 $= 40.88m^2$

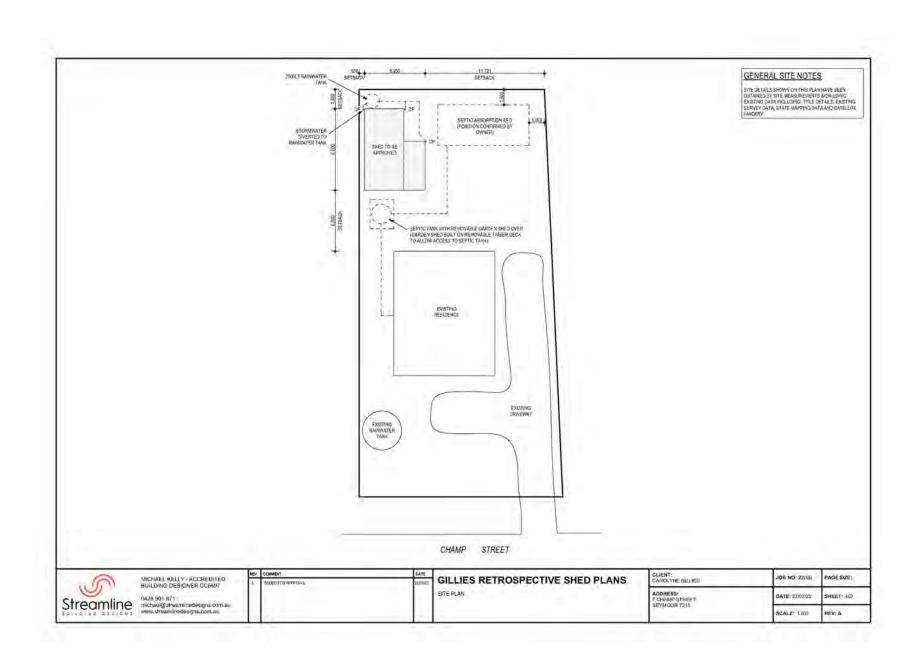
Streamline

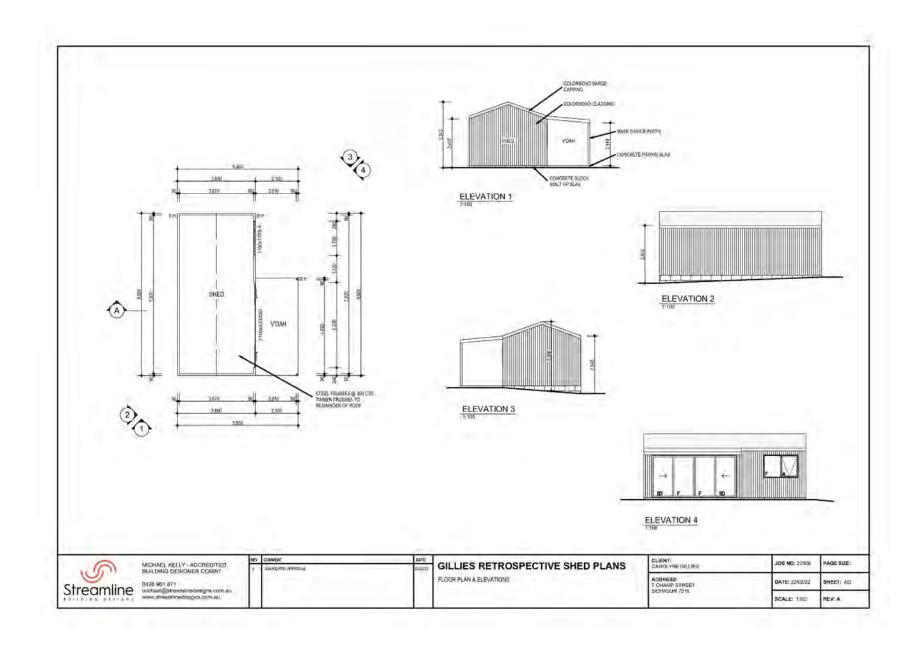
MICHAEL KELLY - ACCREDITED BUILDING DESIGNER CC6697 0428 501 671 michieligatisamineoesigns.com.au www.streamineoesigns.com.au

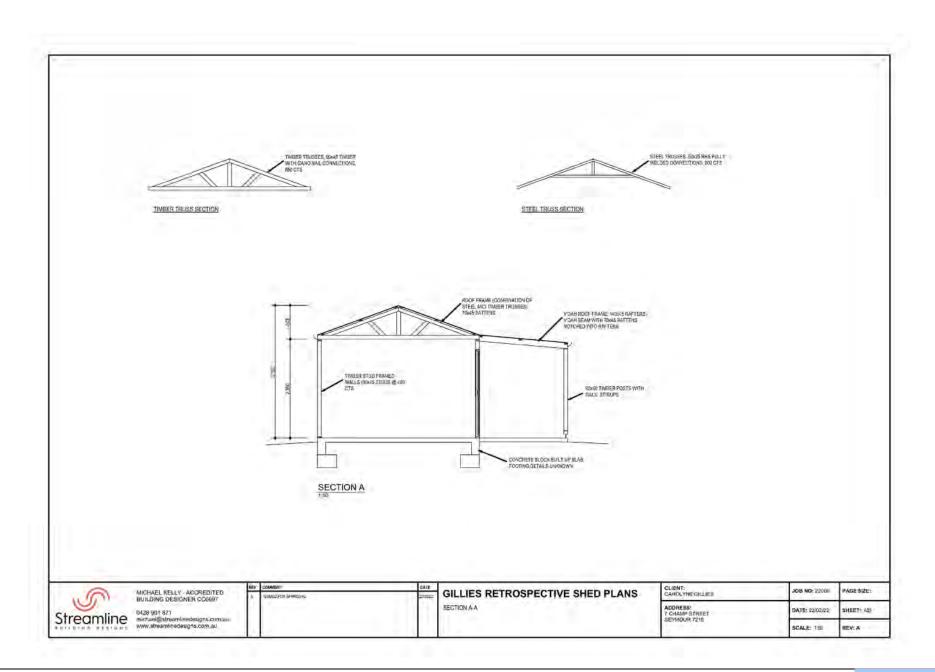
GILLIES RETROSPECTIVE SHED PLANS

COVER PAGE

CLIENT: CAROLYNE BILLIES PAGE SIZE: ADDRESS 7 CHAMP STREET SEYMOOK (21) SHEET: 681 SCALE: NA REV: A







07/22.6.3 DA083 – 2022 – New Hangar – 21 Aerodrome Road, Stieglitz

ACTION	DECISION	
PROPONENT	K J Whitehead	
OFFICER	Rebecca Green, Planning Consultant	
FILE REFERENCE	DA 083-2022	
ASSOCIATED REPORTS AND	Site Plan (March 2022) and Shed Plans and Elevations (April	
DOCUMENTS	2022)	
	Planning Scheme Response – Light Aircraft Hangar	
	Representation (1)	

OFFICER'S RECOMMENDATION:

After due consideration of the representation received pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Council Interim Planning Scheme 2013* that the application for **New Hangar** on land situated at **21 Aerodrome Road, Stieglitz** described in Certificate of Title CT 18671/2 & CT 148076/1 be **APPROVED** subject to the following conditions:

1. Development must be carried out in accordance with the approved plans and documents listed as follows, except as varied by conditions on this Planning Permit.

Approved Plans / Documents			
Plan / Document Name	Reference Number	Prepared By	Dated
Site Plan	8209-02	Break O'Day Council	March 2022
Shed Plans and Elevations	Dwg no: 4865/0428	Bison Constructions	28 April 2022
	Sheet no: A.01, A.02, A.03, A.04, A.05		
Planning Scheme Response	-	Proponent	unknown

- 2. All stormwater from roof of hangar must be piped to the airport drive kerb and channel as directed by Manager of Infrastructure & Development Services so as to ensure that the development will not result in soil erosion or other stormwater nuisance.
- 3. Any damage that may occur to any Council infrastructure during the construction of the proposed development must be reinstated to the satisfaction of Council and at the costs of the developer.

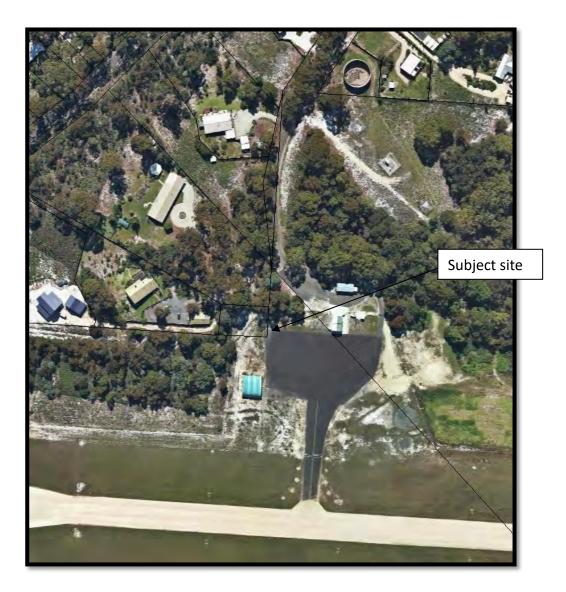
ADVICE

 Activities associated with construction works are not to be performed outside the permissible time frames listed:

Monday - Friday 7 am to 6 pm Saturday 9 am to 6 pm Sunday and public holidays 10 am to 6 pm

PROPOSAL SUMMARY:

Application is made for the construction of a 10m x 12.248m x 5.495m light aircraft hangar at 21 Aerodrome Road, Stieglitz. The St Helens Aerodrome has been in the current location since the early 1960s when it moved from land that is now used as the St Helens Industrial Estate. The partially fenced 10.76ha development site is zoned Utilities owned by Break O'Day Council. The Transport Depot and Distribution Use is a qualified permitted use if it is for an airport within the Utilities Zone.



PREVIOUS COUNCIL CONSIDERATION:

DA 297-2012 – Royal Flying Doctor medical transfer facility DA 216-2016– Airport Hangar

OFFICER'S REPORT:

1. The Proposal

Break O'Day Council received a valid application on 10 May 2022 from Kevin Whitehead with the consent of the General Manager of the Break O'Day Council for the lodgement of the planning application for the construction of a light aircraft hangar at 21 Aerodrome Road, Stieglitz.

Proposed Site Plan



Three (3) privately owned and publicly owned properties abut the development site. Two (2) of the three (3) privately owned lots are zoned General Residential and Low Density Residential due to the landslip. These lots each have existing dwellings and are located to the north-west of the proposed hangar location. Council owns the remaining lots that are zoned Utilities and abut the western, southern and eastern boundaries.

Site Photographs















In accordance with Section 52(1B) of the *Land Use Planning and Approvals Act 1993*, Council's General Manager provided consent to lodge the development application, via a letter dated 5 May 2022.

A single extension of time to assess the development application was requested to the 25 July 2022 due to the receipt of one (1) representation.

2. Applicable Planning Scheme Provisions

Part 28 Utilities Zone E6 Car Parking and Sustainable Transport Code

3. Referrals

Council's Manager of Infrastructure & Development Services reviewed the proposal and representation and provided the following condition advice on 4 July 2022:

"Stormwater from roof of hangar to be piped to the airport drive kerb and channel as directed by Manager of Infrastructure & Development Services."

4. Assessment

The advertised application relied upon the following one (1) performance criteria as detailed below;

1) E6.6.1 Car Parking Numbers P1

Detailed assessment against the provisions of the *Break O'Day Interim Planning Scheme 2013* is provided below. **The proposal is deemed to comply with the performance criteria applicable.**

28 Utilities Zone

- 28.1 Zone Purpose
- 28.1.1 Zone Purpose Statements
- 28.1.1.1 To provide land for major utilities installations and corridors.

28.2 Use Table

The proposed use fits the use class of Transport Depot and Distribution, being an airport and which is a qualified permitted use within the Utilities Zone.

Transport Depot and Distribution as defined by the Scheme means:

"use of land for distributing goods or passengers, or to park or garage vehicles associated with those activities, other than Port and shipping. Examples include an airport, bus terminal, council depot, heliport, mail centre, railway station, road or rail freight terminal and taxi depot."

28.3 Use Standards

28.3.1 Capacity of existing utilities

Acceptable Solutions	Proposed Solutions	
A1 If for permitted or no permit required uses.	A1 The proposed use an airport which is permitted. The proposal	
	complies with the Acceptable Solution.	

28.4 Development Standards

28.4.1 Building Design and Siting

Acceptable Solutions	Proposed Solutions
A1 Height must not exceed:	A1 The proposed height of the new hangar is maximum 5.495m.
a) 10m; or	The proposal complies with the Acceptable Solution.
b) 15m for ancillary antenna and masts for	
communication devices.	
A2 Building must be set back from all boundaries	A2 The proposed hangar is to be set back at least 3.0m from the
a minimum distance of 3m.	boundaries. The proposal complies with the Acceptable
	Solution.

28.4.2 Subdivision – not applicable.

Part E Codes

E6 Car Parking and Sustainable Transport Code

E6.6 Use Standards

E6.6.1 Car Parking Numbers

E6.6.1 Car Parking Numbers		
Acceptable Solutions/ Performance Criteria	Proposed Solutions	
A1 The number of car parking spaces must not	P1 As the proposal is not providing 10 per cent of the site for car	
be less than the requirements of:	spaces and access strips, the application is discretionary. The	
a) Table E6.1; or	hangar is providing a secure storage facility for those aircraft that	
b) A parking precinct plan contained in	would use the uncovered tie-down points and no additional car	
Table E6.6: Precinct Parking Plans	parking spaces are required. Therefore, the spaces:	
(except for dwellings in the General	a) Are among the existing spaces, beside the flight line hut	
Residential Zone).	off Aerodrome Road; and	
	b) Are at the end of the only Council maintained road	
P1 The number of car parking spaces provided	servicing the airport and in close walking distance to the	
must have regard to:	proposed hangar; and	
a) The provisions of any relevant location	c) Will not be adversely impacted by a reduction in demand	
specific car parking plan; and	caused by sharing of spaces by multiple uses. The	
b) The availability of public car parking	section of Aerodrome Road where the parking is	
spaces within reasonable walking	provided is solely used to service the airport; and	
distance; and	d) Not applicable. Apart from taxis, the airport is not	
c) Any reduction in demand due to sharing	serviced by public transport; and	
of spaces by multiple uses either	e) Are adequate as the hangar will provide a secure storage	
because of variations in peak demand or	, -	
by efficiencies gained by consolidation;		
and	further intensify the site; and	
d) The availability and frequency of public	f) Area adequate for the availability, accessibility and	
transport within reasonable walking	safety of on-road parking, having regard to the nature of	
distance of the site; and	the roads, traffic management and other uses in the	
e) Site constraints such as existing	vicinity; and	
buildings, slope, drainage, vegetation	g) Are existing and no additional spaces are required.	
and landscaping; and	Therefore, an empirical assessment is not required; and	

- The availability, accessibility and safety of on-road parking, having regard to the nature of the roads, traffic management and other uses in the vicinity; and
- g) An empirical assessment of the car parking demand; and
- h) The effect on streetscape, amenity and vehicle, pedestrian and cycle safety and convenience; and
- The recommendations of a traffic impact assessment prepared for the proposal; and
- j) Any heritage values of the site; and
- k) For residential buildings and multiple dwellings, whether parking is adequate to meet the needs of the residents having regard to:
 - i) The size of the dwelling and the number of bedrooms; and
 - ii) The pattern of parking in the locality; and
 - iii) Any existing structure on the land.

- h) Will not adversely impact the streetscape, amenity, vehicle, pedestrian or cycle safety or convenience; and
- Are adequate as the construction and use of the hangar will not increase the number of car parking spaces required. As stated above, the hangar is providing a secure storage facility for vehicles associated with aircraft using the uncovered tie-down points; and
- j) Will not impact upon any heritage values; and
- k) Not applicable. This proposal does not involve any residential buildings.

Performance criteria met.

6.7 Development Standards

E6.7.1 Construction of Car Parking Spaces and Access Strips

Acceptable Solutions	Proposed Solutions
A1 All car parking, access strips manoeuvring and circulation spaces must be:	A1 No changes to existing car
a) Formed to an adequate level and drained; and	parking provisions. Not
b) Except for a single dwelling, provided with an impervious all weather seal; and	applicable.
c) Except for a single dwelling, line marked or provided with other clear physical means to delineate car spaces.	

E6.7.2 Design and Layout of Car Parking

	7.2 Design and Layout of Car Farking	
Accept	able Solutions	Proposed Solutions
A1.1 V	Where providing for 4 or more spaces, parking areas (other than for	A1.1 No changes to existing car
parking	g located in garages and carports for a dwelling in the General Residential	parking provisions.
Zone) ı	must be located behind the building line; and	A.2 Not applicable.
A1.2 V	Vithin the general residential zone, provision for turning must not be	
located	d within the front setback for residential buildings or multiple dwellings.	
A2.1 C	ar parking and manoeuvring space must:	A2.1 No changes to existing car
a)	Have a gradient of 10% of less; and	parking provisions. Not
b)	Where providing for more than 4 cars, provide for vehicles to enter and	applicable.
	exit the site in a forward direction; and	A2.2 No changes to existing car
c)	Have a width of vehicular access no less than prescribed in Table E6.2;	parking provisions. Not
	and	applicable.
d)	Have a combined width of access and manoeuvring space adjacent to	The proposal complies with the
	parking spaces not less than as prescribed in Table E6.3 where any of	Acceptable Solution.
	the following apply:	•
	i) There are three of more car parking spaces; and	
	ii) Where parking is more than 30m driving distance from the	
	road; or	

- iii) Where the sole vehicle access is to a category 1, 2, 3 or 4 road; and
- A2.2 The layout of car spaces and access ways must be designed in accordance with Australian Standards AS 2890.1-2004 Parking Facilities, Part 1: Off Road Car Parking.

E6.7.3 Parking for Persons with a Disability – not applicable

E6.7.4 Loading and Unloading of Vehicles, Drop-off and Pickup – not applicable

E6.8 Provisions for Sustainable Transport

E6.8.1- E6.8.4 – Not used in this Planning Scheme.

E6.8.5 Pedestrian Walkways

Acceptable Solutions	Proposed Solutions
A1 Pedestrian access must be provided for in	A1 No separate access is required given the car parking space
accordance with Table E6.5.	number. The proposal complies with the Acceptable Solution.

5. Representations

The application was advertised 21 May 2022 to 3 June 2022 in the Examiner Newspaper, notices onsite and at the Council Chambers and notification by mail to all adjoining landowners. One (1) representation was received prior to the closing date and time. The issues raised within the representation are as follows:-

Representation 1	Response
	Whilst it is noted that the Break O'Day Interim Planning Scheme 2013,
	Utilities zone has no provisions requiring stormwater runoff to be
	considered at the planning stage, this will be dealt with at the plumbing
Concerns regarding rainwater runoff from	application stage.
the airport runway and hangars to the	
adjoining property.	However, in response to the concerns raised, Council's Manager
	Infrastructure & Development Services has recommended inclusion of a
	condition upon any approval requiring roof run off from the hangar to be
	piped to the airport drive kerb and channel.

The recommendation for approval has been made following due consideration of the representation and comments.

6. Mediation

Nil.

7. Conclusion

In accordance with 8.10 of the *Break O' Day Interim Planning Scheme 2013*, the application has been assessed against the objectives of the Scheme, in particular the Utilities Zone, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and one (1) Performance Criterion; the received representation has been considered with recommended conditions proposed in response to concerns. It is recommended for approval with conditions normally set to this type of development.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Break O' Day Interim Planning Scheme 2013, Version 17; Land Use Planning and Approvals Act 1993; Local Government (Building and Miscellaneous Provisions) Act 1993.

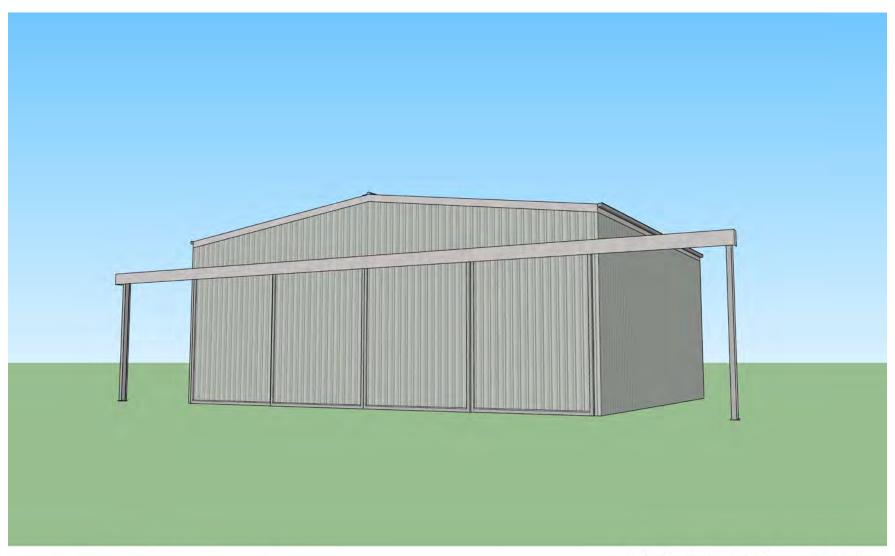
BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable, all costs of the development are the responsibility of the developer.

VOTING REQUIREMENTS:

Simple Majority





12m W x 10m L x 4.5m H - Aircraft Hangar



Client:
Kevin Whitehead
Aerodrome Road, Stieglitz, Tas, 7216

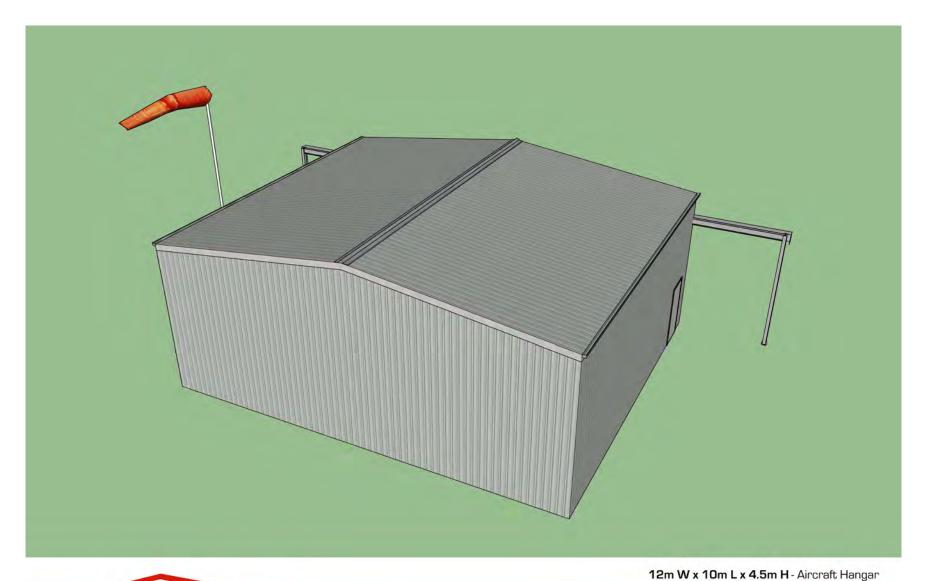
28 April 2022

Drawn by: BMH

Drg No: 4865 / 0428 REV No: 1.0

Drawings are for illustration purposes only



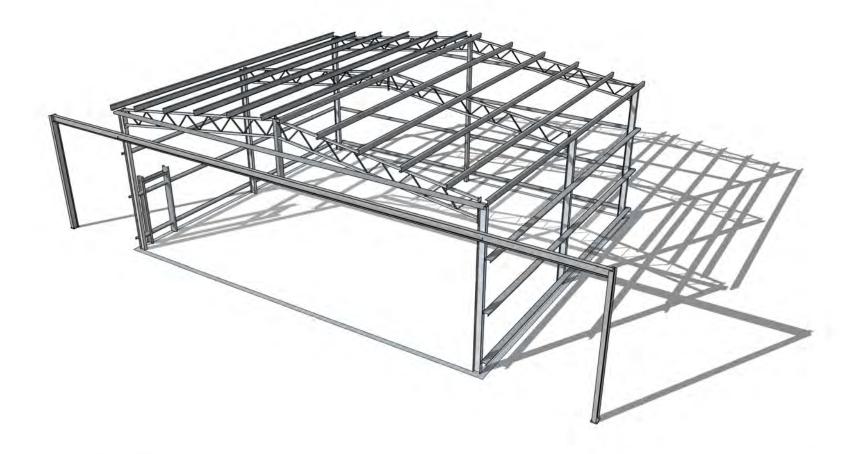




Client:
Kevin Whitehead
Aerodrome Road, Stieglitz, Tas, 7216

28 April 2022
Drawn by: BMH
Drg No: 4865 / 0428 REV No: 1.0
Drawngs are for illustration purposes only





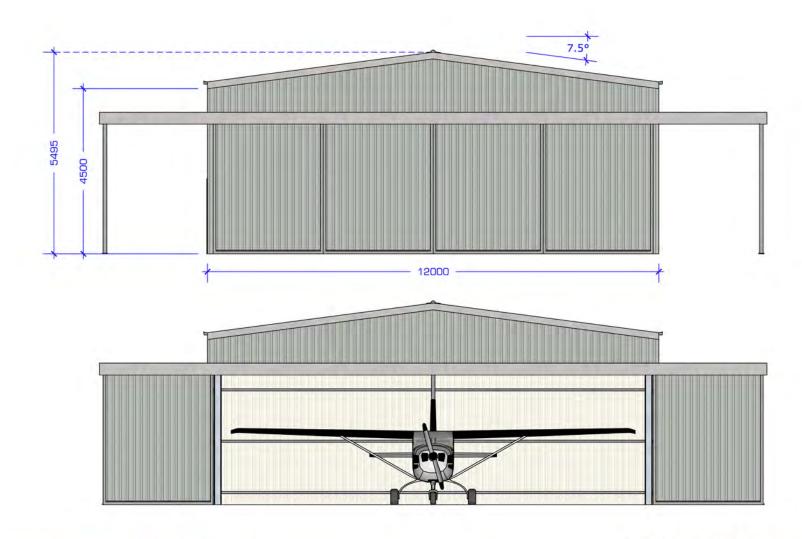
CONSTRUCTIONS
03 6352 4449 - www.bisonent.com.au

Client:
Kevin Whitehead
Aerodrome Road, Stieglitz, Tas, 7216

28 April 2022 Drawn by: BMH Drg No: 4865 / 0428 REV No: 1.0

12m W x 10m L x 4.5m H - Aircraft Hangar





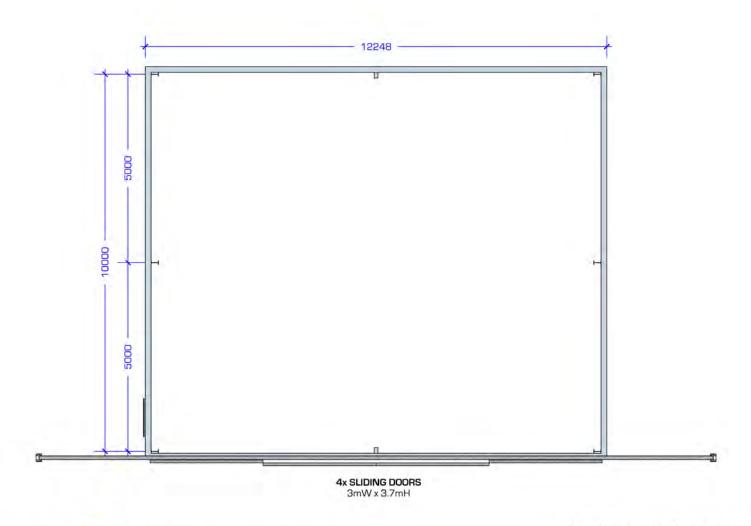
12m W x 10m L x 4.5m H - Aircraft Hangar



Client:
Kevin Whitehead
Aerodrome Road, Stieglitz, Tas, 7216

28 April 2022
Drawn by: BMH
Drg No: 4865 / 0428 REV No: 1.0
Drawings are for illustration purposes any







Client:
Kevin Whitehead
Aerodrome Road, Stieglitz, Tas, 7216

28 April 2022 Drawn by: BMH Drg No: 4865 / 0428 REV No: 1.0

12m W x 10m L x 4.5m H - Aircraft Hangar

A.05

07/22.6.4 DA104 – 2022 – New Dwelling and Widening of Existing Crossover – 8 Doepel Place, St Helens

ACTION	DECISION
PROPONENT	M J Kelly
OFFICER	Alex McKinlay, Planning Officer
FILE REFERENCE	DA 104-2022
ASSOCIATED REPORTS AND	Draft Approved Plans
DOCUMENTS	Completed Planning Scheme Assessment
	Copy of the two (2) representations that were received

OFFICER'S RECOMMENDATION:

After due consideration of the application received and Pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Interim Planning Scheme 2013* that the application for New Dwelling & Widening of Existing Crossover on land situated at 8 DOEPEL PLACE, ST HELENS described in Certificate of Title 142556/2 be APPROVED subject to the following conditions:

1. Development must be carried out in accordance with the approved plans and documents listed as follows, except as varied by conditions on this Planning Permit.

APPROVED PLANS				
PLAN / DOCUMENT ANME	REFERENCE NUMBER	PREPARED BY	DATED	
Site Plan	A02	Michael Kelly	05 April 2022	
Floor Plan	A03	Michael Kelly	05 April 2022	
Elevations	A04 & A05	Michael Kelly	05 April 2022	
Planning Scheme Response	N/A	Michael Kelly	23 May 2022	

- 2. The areas shown to be set aside for vehicle access and car parking must be:
 - a. completed before the use of the development;
 - b. provided with space for access turning and manoeuvring of vehicles on-site to enable them to enter and leave the site in a forward direction;
 - c. surfaced with a pervious dust free surface and drained to Council's stormwater drainage system.
- 3. Widening of the crossover/access between the road and the property boundary must be constructed in accordance with standard drawing TSD-R09-v3.
- 4. Stormwater shall be directed to the kerb via a new connection. The connection must be completed by a licenced plumber in accordance with standard drawing TSD-SW29-v3.
- 5. No works are to commence on the crossover until a permit to undertake works in the road reservation has been issued by Council's Works Operations Manager for the crossover / Stormwater Connection Point.

- 6. Use of the development must not create a nuisance as defined by the *Environmental Management and Pollution Control Act 1994*.
- 7. During the period of construction, works on the site must not result in a concentration of flow onto other property, or cause ponding or other stormwater nuisance.
- 8. Sewage must be disposed via TasWater sewerage system.
- 9. All underground infrastructure including all forms of water, storm water, power, gas and telecommunication systems must be located prior to the commencement of any on-site excavation and / or construction works. Any works to be undertaken within 2 metres of any Council owned infrastructure must be done in consultation with Council's Works Operations Manager.
- 10. All building wastes are to be removed to the appropriate waste disposal facility to prevent an environmental nuisance being caused outside of the works site.

ADVICE

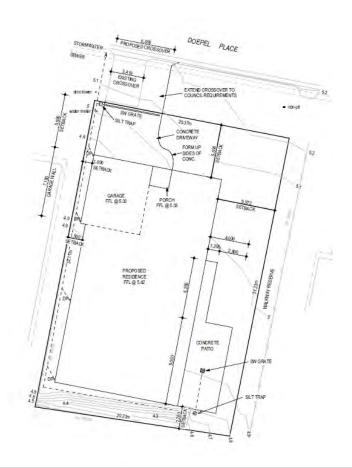
- 11. All works associated with the development should be conducted in accordance with Guidelines for Soil and Water Management, Hobart City Council, available on Council's website (http://www.bodc.tas.gov.au/webdata/resources/files/Guidelines for Soil and Water Management.pdf). All worked areas not covered by structures must be promptly and progressively stabilised (eg revegetated) so that they will not erode and/or act as a source of sediment transfer.
- 12. Use or development which may impact on Aboriginal cultural heritage is subject to the *Aboriginal Relics Act 1975*. If Aboriginal relics are uncovered during works then an Aboriginal site survey is required to determine the level of impact and the appropriate mitigation procedures.
- 13. Activities associated with construction works are not to be performed outside the permissible time frames listed:

Mon-Friday 7 am to 6 pm Saturday 9 am to 6 pm Sunday and public holidays 10 am to 6 pm

INTRODUCTION:

The applicant is seeking approval for the development of a single dwelling & widening of an existing crossover at 8 Doepel Place, St Helens, for the purposes of utilising the proposed development as a place of residence.





PREVIOUS COUNCIL CONSIDERATION:

Nil

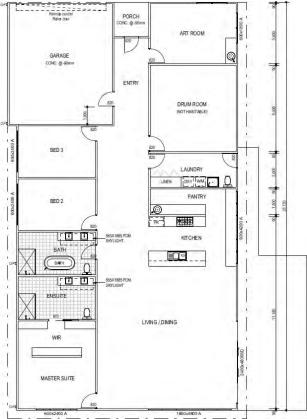
OFFICER'S REPORT:

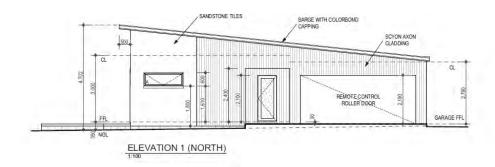
1. The Proposal

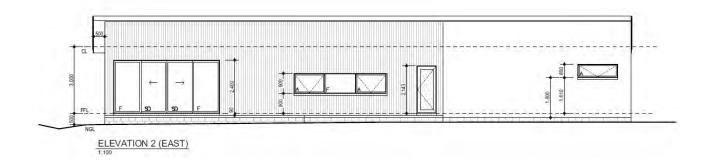
Specifically, the proposed single dwelling is intended to be a single storey structure with a total height to the apex of the dwelling which is located along the eastern side of the proposed dwelling equates to 4.702m and further proposes that the existing crossover is widened from 3.419m to 6m. Provided plans indicate that the proposed single dwelling structure will have a total floor area of approximately 308.63m² with 260.26m² associated with the dwelling, 44.37m² dedicated towards the two car garage which will be located under the main roof of the dwelling structure and a porch consisting of 4m². The proposed dwelling structure will contribute to a site coverage that it is just below 49% of the 642m² site (i.e. 49% = 314.58m² AND 48% = 308.16m²). The provided floor plan for the proposed single dwelling structure demonstrates that the dwelling will include three (3) bedrooms, two (2) bathrooms, Living/Dining, Kitchen including Pantry, Laundry, Drum Room (clearly labelled on the provided floor plan as non-habitable), art room, porch, outdoor concrete patio located along the eastern side of the dwelling and as previously mentioned a two car garage located under the main roof of the structure. Exterior wall materials for the proposed dwelling structure as shown within the provided elevation drawings will include the following: a section a northern external wall (eastern side) and part of the eastern external wall will be comprised of sandstone

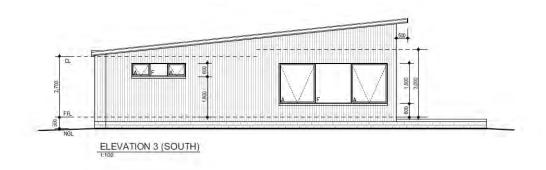
tiles, remainder of the external walls of the dwelling will include the installation of Scyon Axon

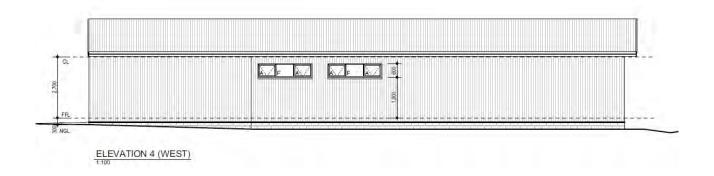
Cladding.

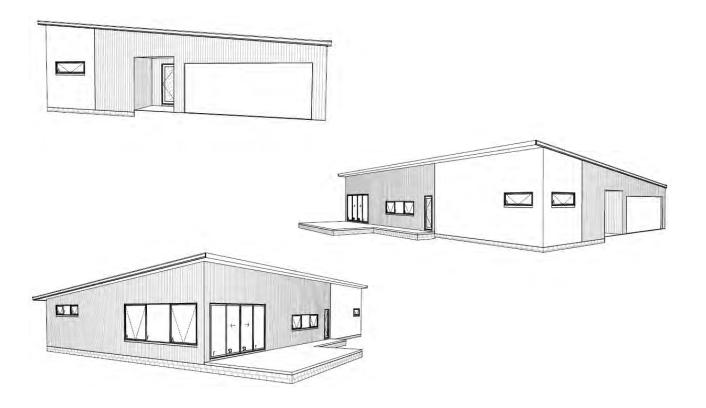












1.1. Site Characteristics and Background

With an approximate area of 642m², 8 Doepel Place, St Helens can be characterised as being subject to the General Residential Zone, vacant lot with no existing vegetation coverage, situated on relatively flat land and is subject to the flooding overlay further indicating that the subject site for the proposed development may be impacted upon by flooding. Additionally, the properties either immediately adjoining or within close proximity to the subject site, in particular neighbouring properties located north, east, south and west are all subject to the General Residential Zone and are currently being utilised for residential purposes (i.e. dwellings).





Aerial Imagery

Locality Plan

2. Applicable Planning Assessment

- 10 General Residential Zone
- E5 Flood Prone Areas Code
- E6 Car Parking and Sustainable Transport Code

3. Referrals

Break O'Day Council works Department

4. Assessment

The application met the acceptable solutions for all issues except for reliance upon the performance criteria detailed below:

Break O'Day Interim Planning Scheme 2013 Version 18:

• E5 Flood Prone Areas Code: E5.5.1 Use and flooding – P1 **AND** E5.6.1 Flooding and Coastal Inundation – P1.1

Detailed assessment against the provisions of the *Break O'Day Interim Planning Scheme 2013* version 18 where the proposal was reliant on satisfying the performance criteria, is provided below.

The proposal is deemed to comply with the performance criteria applicable.

Planning Assessment

E5.5.1 Use and flooding - P1

Acce	ptable Solutions	Performance Criteria	
A1	The use must not include habitable rooms.	P1 Use including habitable rooms subject to flooding must	
		demonstrate that the risk to life and property is mitigated to a	
		low risk level in accordance with the risk assessment in E5.7.	

The proposed development of a single dwelling & widening of an existing crossover at 8 Doepel Place, St Helens, is unable to satisfy the relevant acceptable solution and as such assessment is required against the relevant performance criteria.

The subject site for the proposed development was confirmed to be flood prone by the response provided by Council's Works Department in relation to a referral that was issued to them. Additionally a further response to the referral was provided by Jake Inhen, requested that the applicant ensured the floor levels of the proposed dwelling structure are to be a minimum 300mm above the known flood level of the subject site.

Consequently, as part of the request for further information letter, it was requested that amended plans are to be supplied which appropriately demonstrate that the dwelling was at a minimum 300mm above the known flood level for the property AND a planning scheme response would be required for the entirety of the E5 Flood Prone Areas Code. The request for further information letter was considered satisfied upon receipt of the applicant's further information on the 23 May 2022. Notably, the applicant supplied an amended plans demonstrating that the floor level of the proposed dwelling structure would at least be 300mm above the known flood level in conjunction with a response to the E5 Flood Prone Areas Code which included the following:

The proposed development is situated partially in a floor prone area. The depth of flooding ranges from approximately 0.08m to 0.22m. The land has been surveyed by East Coast Surveying and an AHD level of 4.9m for the area defined as flood prone has been determined.

The proposed residence has a finished floor level of 5.42 which is 0.52m above natural ground in the area defined as flood prone. With a flood level of up to 0.22m this provides a freeboard above the known flood level of 0.30m and a low risk level in accordance with the risk assessment in E5.7

Therefore, based upon the information provided by the applicant which satisfies the previous request for further information and review of the flooding overlay on Spectrum Spatial, the acceptable solution can be considered satisfied.

E5.6.1 Flooding and Coastal Inundation – P1.1

Acceptable Solutions	Performance Criteria

Assessment against the Performance Criteria is required.

Performance Criteria Assessment

The proposed development of a single dwelling & widening of an existing crossover at 8 Doepel Place, St Helens, is unab satisfy the relevant acceptable solution and as such assessment is required against the relevant performance criteria. Specifically, for the purposes of this particular application, assessment against criterion (a) is required. As previously out within the assessment conducted for performance criteria P1 in E5.5.1 Use and flooding, the subject site and prop development has been deemed to be located in a low risk flood prone area. Therefore, the performance criteria ca considered satisfied.

5. Representations

The application was advertised 28 May 2022 to 10 June 2022 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining landowners. Two (2) representation was received prior to the closing date and time. The issues raised within the representation are as follows:-

Issue	Response
Representation 01:	The request for sound-proofing of the Drum Room as
The representor requests sound proofing is applied to	shown on the provided plans cannot be reasonably
the Drum Room for the new building at 8 Doepel Place,	included on the planning permit as an appropriate
St Helens.	condition. The matter raised by both representors is not
Representation 02:	considered as a relevant planning matter and therefore no
The second representation received was an exact copy	further consideration may be given to soundproofing the
of the first representation (as seen above).	Drum Room.

The recommendation for approval has been made following due consideration of the representation and comments.

6. Mediations

Nil

7. Conclusion

In accordance with 8.10 of the *Break O' Day Interim Planning Scheme 2013*, the application has been assessed against the objectives of the Scheme, in particular the General Residential Zone, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and two (2) Performance Criterion. The received representations has been considered. It is recommended for approval with conditions normally set to this type of development.

LEGISLATION & POLICIES:

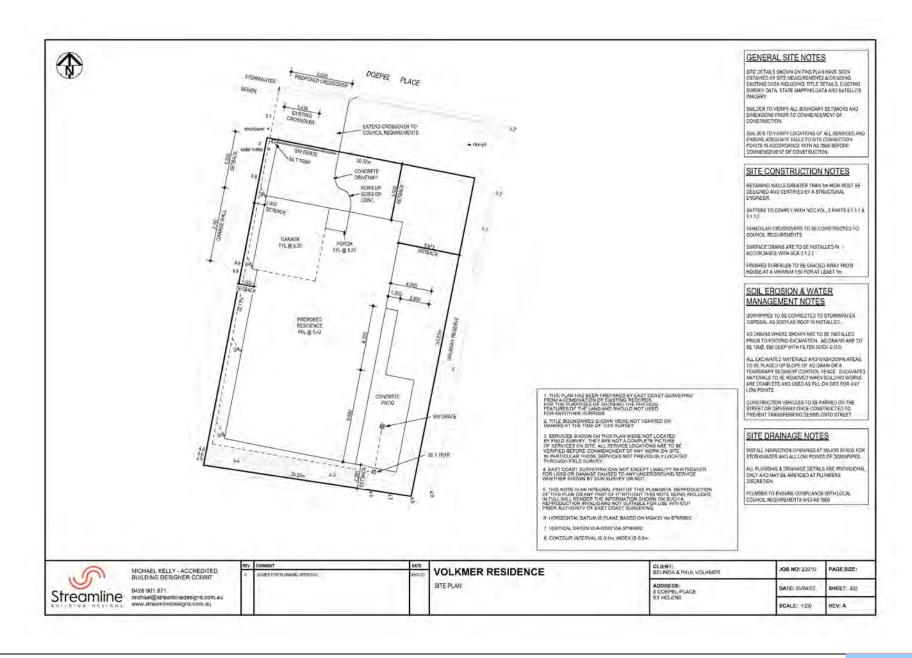
Break O'Day Interim Planning Scheme 2013 Version 18 Land Use Planning and Approvals Act 1993, Local Government (Building and Miscellaneous Provisions) Act 1993

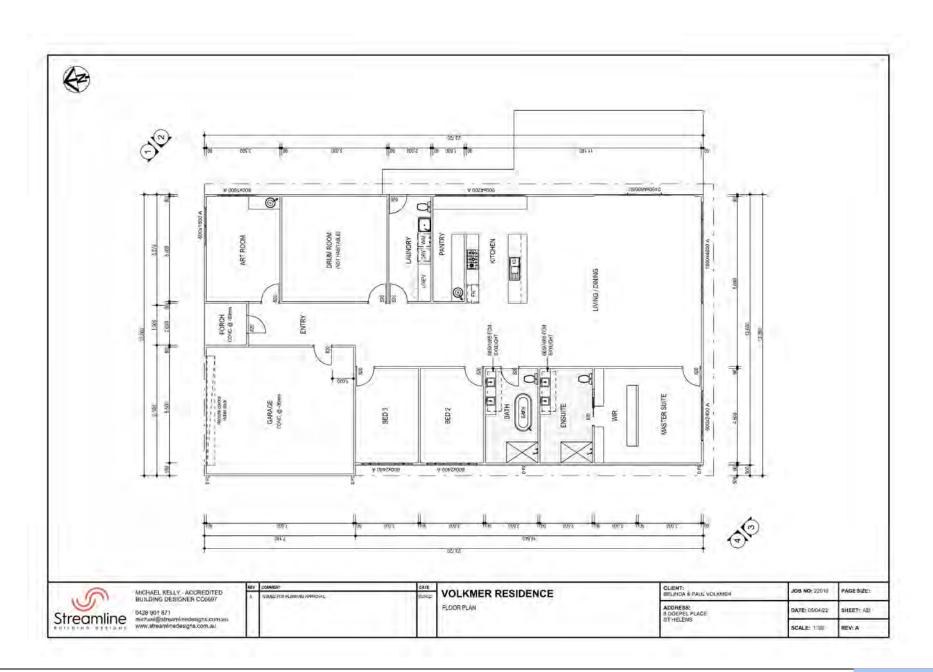
BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

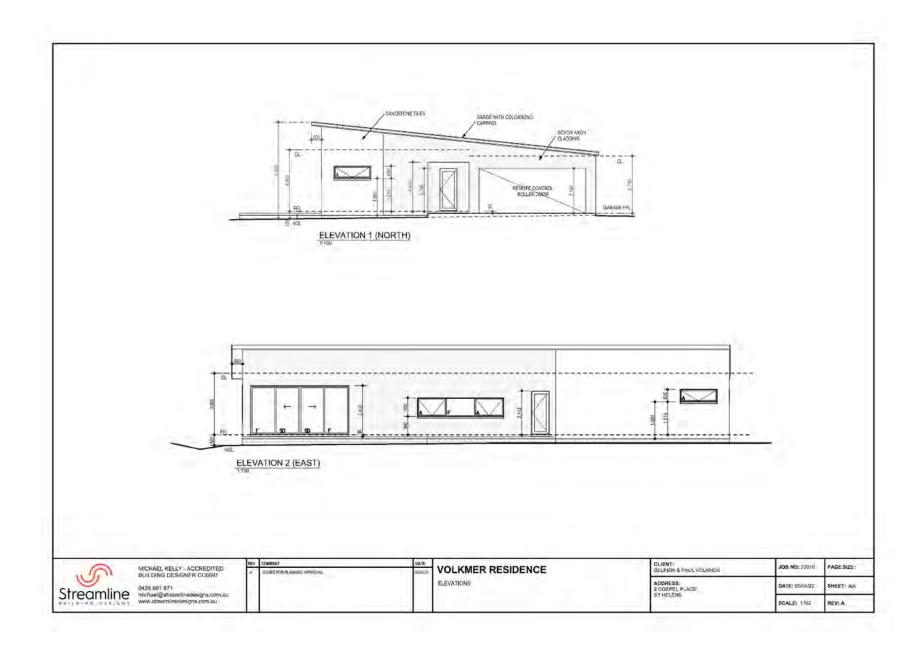
Not applicable, all costs of the development are the responsibility of the developer.

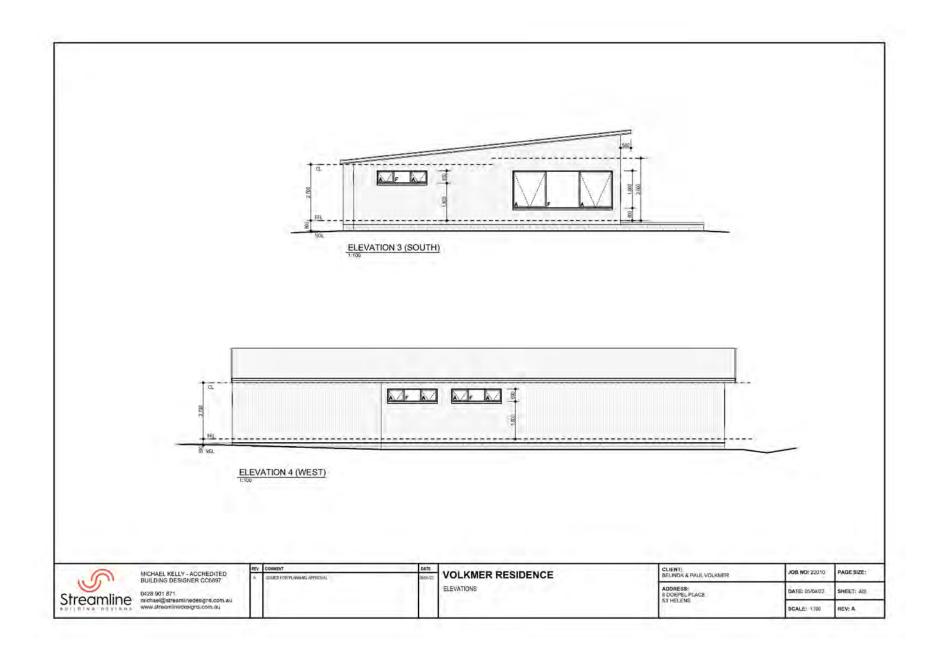
VOTING REQUIREMENTS:

Simple Majority.









07/22.6.5 DA107 – 2022 – Proposed Dwelling and Additional Use Visitor Accommodation – P1758 Talbot Street, St Helens

ACTION	DECISION	
PROPONENT	J Binns	
OFFICER	Deb Szekely, Senior Planning Officer	
FILE REFERENCE	DA 107-22	
ASSOCIATED REPORTS AND	Approved Plans & Documents	
DOCUMENTS	Applicant's Response to the Planning Scheme	
	Representations	
	Applicant response to Representation	
	Planning Officer Scheme Assessment.	

OFFICER'S RECOMMENDATION:

After due consideration of the application received and Pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Interim Planning Scheme 2013* that the application for PROPOSED DWELLING AND ADDITIONAL USE VISITOR ACCOMMODATION on land situated at P1758 TALBOT STREET, ST HELENS described in Certificate of Title 114777/1 be APPROVED subject to the following conditions:

1. Development must be carried out in accordance with the approved plans and documents listed as follows, except as varied by conditions on this Planning Permit.

APPROVED PLANS			
PLAN / DOCUMENT NAME	REFERENCE NUMBER	PREPARED BY	DATED
Cover Sheet	-	Jennifer Binns Design	-
Site Plan	A04 Revision 4	Jennifer Binns Design	15 June 2022
Site Detail	A05 Revision 4	Jennifer Binns Design	15 June 2022
Site Visuals	A06 Revision 4	Jennifer Binns Design	15 June 2022
Proposed Floor Plan	A07 Revision 4	Jennifer Binns Design	15 June 2022
Proposed sub-Floor	A08 Revision 4	Jennifer Binns Design	15 June 2022
Elevations	A09 Revision 4	Jennifer Binns Design	15 June 2022
Elevations	A10 Revision 4	Jennifer Binns Design	15 June 2022
Arboricultural Impact Assessment		Andrew Redman	25 February 2022
Report		Aboriculturist	
Bushfire Hazard Report and Bushfire Hazard Management Report	Reference 22019	ONTO IT SOLUTIONS	7 March 2022

- 2. All works must be in accordance with the conditions of the Submission to Planning Authority Notice by TasWater, TWDA 2022/00615-BODC as attached to this permit.
- 3. The proposed car parking areas must be constructed in accordance with water sensitive urban design principles. Measures such as bio retention swales and porous pavement or turf cells should be considered to provide on-site stormwater infiltration and treatment.

Stormwater management is not to result in a concentration of flow onto other property, or cause other stormwater nuisance.

- 4. The areas shown to be set aside for vehicle access and car parking must be:
 - a. completed before the use of the development;
 - b. provided with space for access turning and manoeuvring of vehicles on-site to enable them to enter and leave the site in a forward direction;
 - c. surfaced with a pervious dust free surface and drained in a manner that will not cause stormwater nuisance.
- 5. The retaining wall design and provision for stormwater management within the design, is to be certified by a geotechnical engineer or equivalent suitable qualification, prior to works occurring on site.
- 6. Use of the development must not create a nuisance as defined by the *Environmental Management and Pollution Control Act 1994*.
- 7. Implement an Erosion and Sediment Control Plan prepared by an experienced Certified Professional in Erosion and Sediment Control (CPESC) in accordance with the International Erosion Control Association Australasia (IECA) Best Practice and Sediment Control Document. The measures are to be in place prior to commencement of works and to be maintained current at all times during construction. All worked areas not covered by structures must be promptly and progressively stabilised (e.g. revegetated) so that they will not erode and/or act as a source of sediment transfer.
- 8. Batters associated with the construction of the access and car parking area must be stabilised as soon as practicable after site works, through landscaping or other artificial means to ensure erosion and sediment loss is prevented. During site works associated with cut and fill, erosion and sediment control measures must be in place to ensure no sediment movement from the area of works.
- 9. Works on the site must not result in a concentration of flow onto other property, or cause ponding or other stormwater nuisance.
- 10. All runoff from the proposed buildings must be disposed of within the confines of the property by means that will not result in soil erosion or other stormwater nuisance. Soakage drains must be of sufficient size to absorb stormwater runoff.
- 11. All works must be conducted in accordance with *Environmental Best Practice Guidelines for Undertaking Works in Waterways and Wetlands in Tasmania* as outlined in the Department of Primary Industries, Parks, and Water and Environment publication 'Waterways and Wetlands Works Manual 2003'.
- 12. Site benching through cut and fill must be in keeping with the physical and environmental capabilities of the site.
- 13. The driveway must be constructed in a manner that ensures sediment is neither tracked nor eroded across the property boundary.

- 14. Standard Phytophthora hygiene measures must be implemented for the construction and maintenance of works in accordance with and using the Weed and Disease Planning and Hygiene Guidelines Preventing the spread of weeds and diseases in Tasmania (DPIPWE 2015, Eds. K. Stewart & M. Askey-Doran. DPIPWE, Hobart, TAS). A copy of the Weed and Disease Management Plan prepared from these Guidelines is to be provided to Council prior to works beginning, including commissioning of the work site.
- 15. Plants listed in Appendix 3 of the Break O'Day Interim Planning Scheme 2013, must not be used in landscaping.
- 16. The fuel modified buffer zone must be selectively maintained to ensure that any threatened species habitat or species of conservation significance which germinate and seed are retained.
- 17. Any necessary exterior building lighting must be located under eaves and limited to that essential to allow the safe and secure movement of pedestrians at night in accordance with 14.4.1 A10 of the *Break O'Day Interim Planning Scheme 2013*.
- 18. Reflective materials must not be used as visible external elements in the building and the colours of external surfaces must be the same shades and tones of the surrounding landscape and vegetation elements in accordance with 14.4.1 Building Design and Siting A6 and A7 of the *Break O'Day Interim Planning Scheme 2013*.
- 19. All underground infrastructure including all forms of water, storm water, power, gas and telecommunication systems must be located prior to the commencement of any on-site excavation and / or construction works. Any works to be undertaken within 2 metres of any Council owned infrastructure must be done in consultation with Council's Works Operations Manager.
- 20. All building wastes are to be removed to the appropriate waste disposal facility to prevent an environmental nuisance being caused outside of the works site.

ADVICE

- 21. Use or development which may impact on Aboriginal cultural heritage is subject to the *Aboriginal Relics Act 1975*. If Aboriginal relics are uncovered during works then an Aboriginal site survey is required to determine the level of impact and the appropriate mitigation procedures.
- 22. The introduction of non-native plant species and plant species not of local provenance should be avoided and environmental weeds regularly monitored and targeted for removal.
- 23. This permit allows for the dual Residential Use and Visitor Accommodation Use of the dwelling described in Certificate of Title 114777/1.

24. Activities associated with construction works are not to be performed outside the permissible time frames listed:

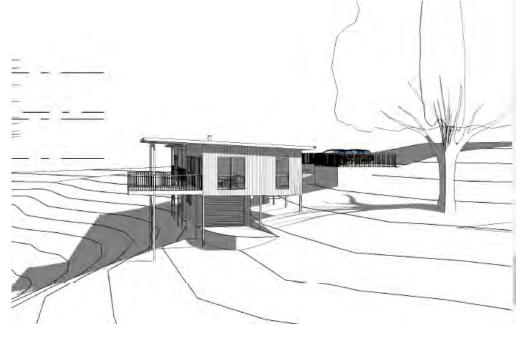
Mon-Friday 7 am to 6 pm Saturday 9 am to 6 pm Sunday and public holidays 10 am to 6 pm

INTRODUCTION:

The applicant is seeking approval for the construction of a two (2) bedroom dwelling at Talbot Street, St Helens and described as Certificate of Title 114777/1. The proposed development is for the dual use classes Residential and Visitor Accommodation. The development site has a land area of approximately 2.16 hectares and is currently vacant. The site slopes steeply with lower contours to the north and supports a tidal water course that traverses north to south in closer proximity to the western boundary. The site fronts St Helens Point Road and overlooks Georges Bay. Access is from the southern rear boundary off Talbot Street.

The development site is fully serviced by TasWater (water and sewerage) and a two (2) bedroom dwelling is proposed. The dwelling design responds to the contours of the site and takes advantage of views to Georges Bay to the north. Parking will occur to the rear of the dwelling and utilise existing level areas, however there will be a requirement for earthworks and a retaining wall to level, stabilise the vehicle access ways and parking areas. Soil and Water Management techniques to ensure land is stabilised and erosion and sediment loss is prevented (Permit Condition) have been conditioned.

The applicant has minimised vegetation loss and there is an element of vegetation management required to satisfy bushfire hazard management requirements. The majority of the lot will retain all vegetation and maintain natural values. Development is located away from the mapped watercourse and erosion and sedimentation controls have been required to protect water quality. The proposed dwelling is a two (2) bedroom single storey dwelling, associated decks and a sub-floor storage area. The development also includes retaining wall and earthworks to establish an entrance, manoeuvring and car parking. The design responds to the contours of the site increasing in height above ground level approaching north.



PREVIOUS COUNCIL CONSIDERATION:

Nil

OFFICER'S REPORT:

1. The Proposal

The proposed development is for a single storey dwelling, decks and sub-floor storage area. The development includes retaining walls and earthworks to facilitate vehicle access and parking. The development site is affected by planning scheme overlays including bushfire prone areas and priority vegetation. The site has a watercourse running through the property which is tidal to a certain extent.

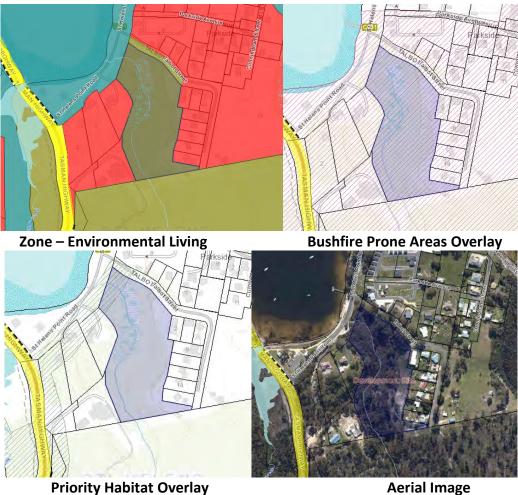




Photo looking North/NE and in proximity to rear boundary and placement of car parking and access.

2. Applicable Planning Assessment

- 14 Environmental Living Zone
- Planning Directive No. 6 Visitor Accommodation
- E6 Car Parking and Sustainable Transport Code
- E8 Biodiversity Code
- E9 Water Quality Code

3. Referrals

- TasWater
- Break O'Day Council Works Department

4. Assessment

The application met the acceptable solutions for all issues except for reliance upon the performance criteria detailed below:

Break O'Day Interim Planning Scheme 2013 Version 18:

- Planning Directive No. 6, P1
- 14.4.1 Building Design and Siting P2, P4
- E9.6.1 Development and Construction Practices and Riparian Vegetation P1

Detailed assessment against the provisions of the *Break O'Day Interim Planning Scheme 2013* version 18 where the proposal was reliant on satisfying the performance criteria, is provided below. **The proposal is deemed to comply with the performance criteria applicable**.

Planning Assessment

Planning Directive No. 6 Visitor Accommodation

Acceptable Solutions	Performance Criteria
A1	P2
Visitor Accommodation must:	Visitor Accommodation within a strata scheme must not cause an unreasonable loss of residential amenity to long term residents occupying
(a) accommodate guests in existing	other lots within the strata scheme, having regard to:
habitable buildings; and	(a) the privacy of adjoining properties;
	(b) any likely increase in noise to adjoining properties;
(b) have a gross floor area of not more	(c) the scale of the use and its compatibility with the surrounding character
than 200m ² per lot.	and uses within the area;
	(d) retaining the primary residential function of an area;
	(e) the impact on the safety and efficiency of the local road network; and
	(f) any impact on the owners and users rights of way

Assessment against the Performance Criteria is required.

Performance Criteria Assessment

The proposed development is for the dual use classes Visitor Accommodation and Residential.

The proposed development is reliant on satisfying the performance criteria as the proposed structure (dwelling) is a new build and is not an existing habitable building.

The development site is within the Environmental Living Zone has a land area of approximately 2.16 hectares. The development site adjoins land zoned General Residential. The development presents as a single dwelling, similar to surrounding residential development. The dwelling is orientated northwards to take in the views of Georges Bay and away from adjoining properties. As a result the proposed development will not impact on the privacy of adjoining properties. The use, visitor accommodation is unlikely to increase noise levels in the area different to existing residential uses. The scale of the development is similar to surrounding residential use and ensure the area maintains primarily a residential function. There will be no increase in traffic expected in the area as the site is expected to be developed for residential use. The development of the site is in keeping with its development expectation. The proposed dual visitor accommodation and residential use will be accessed from Talbot Street utilizing the development sites frontage.

14 Environmental Living Zone

14.4 Development Standards

14.4.1 Building Design and Siting

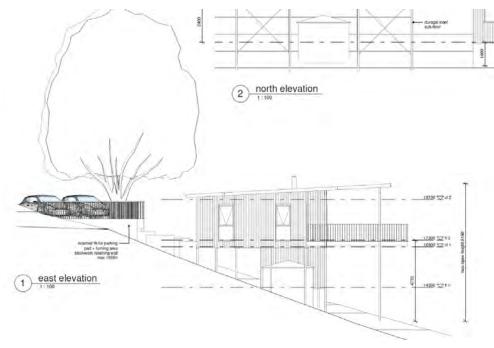
Acceptable Solutions		Perfor	mance Criteria
A2	Building height must not exceed 7m.	P2	Building height must:
		a)	be unobtrusive and complement the character of the
		surrou	ınding landscape; and
		b)	protect the amenity of adjoining dwellings from
		unreas	sonable impacts of overshadowing and overlooking.

Assessment against the Performance Criteria is required.

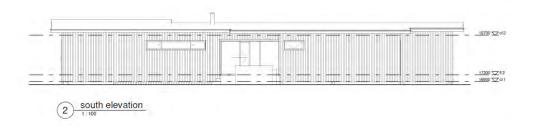
Performance Criteria Assessment

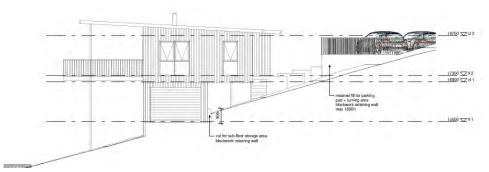
The proposed dwelling will have a maximum height on the northern face of **8.15m** above natural ground level. This is due to the build responding to the contours of the site. The southern face (rear) of the dwelling will provide entry at higher contours with the orientation of the living areas to the north, taking advantage of views to Georges Bay. The steep slope of the site means that at the northern face the height of the building is exacerbated due to a decision to avoid excavation for the dwelling to minimise site impacts. The development has attempted to minimise cut and fill and removal of vegetation by taking advantage of existing level areas on the southern portion of the site allowing access to the rear of the dwelling. The dwelling presents as a single level dwelling from the southern end adjoining neighbours and at this point has a height of approximately **4m** and as the slope steepens and falls to the north, the height above natural ground level increases. The dwelling responds to the contours, presents as a single dwelling and is orientated to take in views of Georges Bay to the NW. The dwelling has a low pitch skillion roof to ensure a low profile. The design of the dwelling and the large development site retaining vast areas of natural vegetation, ensures the same is unobtrusive to neighbouring properties. The siting / orientation of the dwelling and the low rise of the profile of the dwelling responding to the contours will ensure there is no impact from overshadowing and overlooking of adjoining dwellings.

The proposed development is able to meet the performance criteria.



East Elevation







West Elevation

Acceptable Solutions	Performance Criteria
A4 Buildings must	P4 Buildings must be set back adequately to protect:
be set back a minimum	a) the amenity of adjoining dwellings by providing separation that is consistent with the
of:	character of the surrounding area having regard to:
a) 10m to side	i) the impact on the amenity and privacy of habitable room windows and private open
and rear boundaries;	space; and
and	ii) the impact on the solar access of habitable room windows and private open space; and
b) 200m to the	iii) the locations of existing buildings and private open space areas; and
Rural Resource Zone	iv) the size and proportions of the lot; and
where a sensitive use	v) the extent to which the slope, retaining walls, fences or existing vegetation screening
is proposed.	reduce or increase the impact of the proposed variation; and
	vi) local area objectives, if any; and
	b) agricultural uses on adjoining lots from likely constraint; and
	c) the impact of the proposal on environmental qualities of the site.

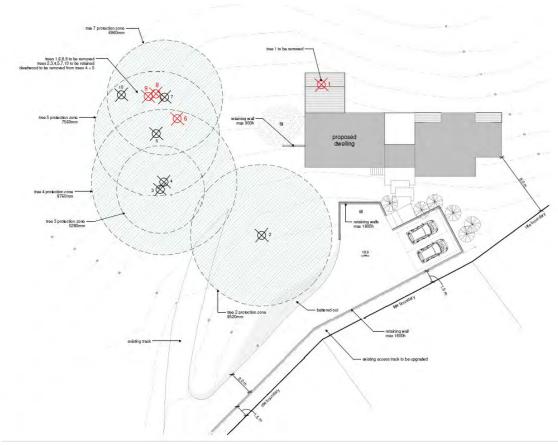
Assessment against the Performance Criteria is required.

Performance Criteria Assessment

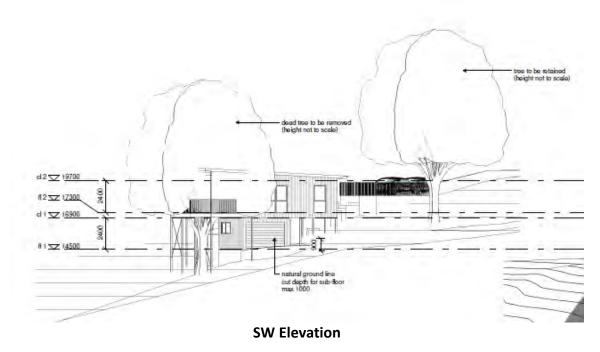
The proposed development is reliant on satisfying the performance criteria. The dwelling is setback approximately 8m to the adjoining property boundary with the retaining wall providing for car parking area being set back 1.5m to the boundary (side boundary). This side boundary forms the rear boundary of adjoining dwellings.

The location of the car parking, retaining wall and dwelling responds to the slope of the site and existing disturbed areas thereby minimising vegetation removal. The encroachment within the side boundary of the dwelling setback has been increased from 5m to 8m in response to concerns of representors. This boundary adjoins the rear boundary of the neighbouring properties and provides separation. The orientation of the dwelling, the size of the block and its north facing, ensure adjoining properties will not be impacted by any reduction in solar access. The orientation of the dwelling ensure properties adjoining will not be impacted due to privacy as the size of the lot and orientation precludes overlooking issue of neighbouring properties. The siting of the dwelling and associated car parking responds to the slope of the site, reduces the need for cut and fill and reduces the removal of vegetation by utilising existing disturbed areas. The unusual circumstance of a lot zoned Environmental Living being nestled in amongst land zoned General Residential, provides an unusual mix in terms of boundary setbacks and the character of the surrounding area. The proposed development in terms of the dwelling only marginally encroaches the side boundary setback and this is as mentioned due to a preferred need to utilise existing disturbed areas, respond to the slope, minimise cut and fill and avoid removal of vegetation.

The proposed development satisfies the performance criteria.



Site Plan



E6 Car Parking and Sustainable Transport Code

The proposed development has been determined to satisfy all relevant Acceptable Solutions of the Use Standards and Development Standards of the Car Parking and Sustainable Transport Code.

E8 Biodiversity Code

Table 5.4, Clause 5.4.1 Vegetation Exemptions, provides an exemption for the removal of vegetation in accordance with a Bushfire hazard management plan as part of a use or development. The submitted materials includes a BHMP that requires the management of vegetation in vicinity to the dwelling. The trees proposed to be removed entirely are demonstrated on plan A05 and total four (4) trees. A lot of effort has gone into the design and placement of development to ensure the retention of trees include delineating the protection zone during construction. As the trees to be removed are covered by the exemption contained in clause 5.4.1 and there is no removal of trees outside the BHMP area, no further assessment against E8 Biodiversity Code is required.

E9 Water Quality Code

E9.6 Development Standards

E9.6.1 Development and Construction Practices and Riparian Vegetation

Acceptable Solutions	Performance Criteria
A1 Native vegetation is retained	P1 Native vegetation removal must submit a soil and water
within:	management plan to demonstrate:
a) 40m of a wetland, watercourse or	a) revegetation and weed control of areas of bare soil; and
mean high water mark; and	b) the management of runoff so that impacts from storm events
b) a Water catchment area - inner	up to at least the 1 in 5 year storm are not increased; and
buffer.	c) that disturbance to vegetation and the ecological values of
	riparian vegetation will not detrimentally affect hydrological features
	and functions.

Assessment against the Performance Criteria is required.

Performance Criteria Assessment

The development site will require the management of vegetation within 50m of the tidal watercourse, and the removal of four trees. Vegetation removal and management has been minimised by the siting of the dwelling as far as practicable.

Management of vegetation does not require removal of the same or the creation of bare soil areas. Where earthworks are occurring in relation to the access, car park and dwelling, any permit will be conditioned to install and carry out soil erosion and sediment protection measures as well as stabilise disturbed areas during works and until stabilisation has been established.

The ecological values of riparian vegetation are maintained and there is no effect on hydrological features of the waterway. Run off captured from the dwelling will be collected in rainwater tanks, the driveway is proposed to be pervious and landscaping / treatment will be conditioned to the batters associated with the drive way access and car parking area.

The proposed development is able to be conditioned to satisfy the performance criteria in this instance.

5. Representations

The application was advertised 21 May 2022 until 3 June 2022 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining landowners. Three (3) representations were received prior to the closing date and time. The redacted representations were forwarded to the applicant to respond. On 20 June 2022 the applicant provided amended plans which increased the side boundary setback from 5m to 8m. The amended plans were sent to all the representors for their consideration and only one (1) Representor responded. A meeting was held between this Representor and the assessing planning officer and the issues were discussed. The outcome of the meeting with the Representor was relayed to the applicant and no further changes to the submitted plans were made. The issues raised within the representation are as follows:-

Issue	Response
Proximity of development to boundary	Incursion of boundary setback has been assessed within the body of
	the report.
Building Height	The height of the building has been considered in the assessment
	contained within the body of the report.
Car Parking to the rear	The car parking area has been assessed against E6 Car Parking and
	Sustainable Transport Code
Impact on views	The site is a residential site and amenity has been considered in the
	development assessment.
Traffic due to Visitor Accommodation	The dwelling presents as a single dwelling and visitor accommodation
	is a permitted use within the zone.

The recommendation for approval has been made following due consideration of the representation and comments.

6. Mediations

Mediation was attempted with the three representors by requesting the applicant to review the representations. This resulted in amended plans increasing the setback from the side boundary from approximately 5m to 8m. Only one Representor responded to the amended plans and a meeting was held with this Representor to discuss. No further amendment of plans was made.

7. Conclusion

In accordance with 8.10 of the *Break O' Day Interim Planning Scheme 2013*, the application has been assessed against Planning Directive No. 6 and the objectives of the Scheme, in particular the Environmental Living Zone all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and four (4) Performance Criterion. The received representations have been considered.

It is recommended for approval with conditions normally set to this type of development.

LEGISLATION & POLICIES:

Break O'Day Interim Planning Scheme 2013 Version 18 Land Use Planning and Approvals Act 1993, Local Government (Building and Miscellaneous Provisions) Act 1993

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable, all costs of the development are the responsibility of the developer.

VOTING REQUIREMENTS:

Simple Majority.

Building Areas

proposed dwelling 139.73 proposed sub-floor storage deck 1 23.45 deck 2 4.03 deck 3 4.02 196.56

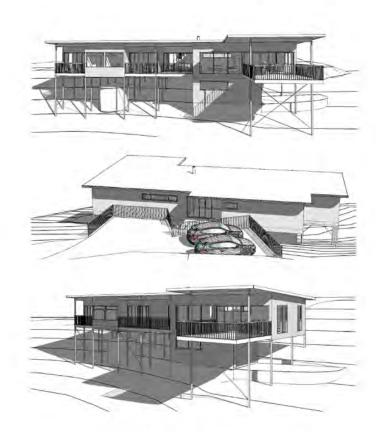
in jennifer binns

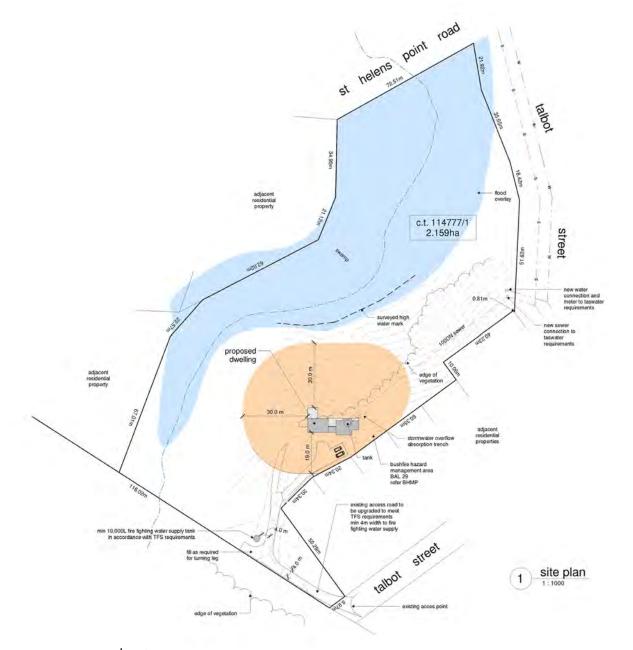
www.jenniferbinnsdesign.com.au (03) 6376 2588: 0439 765 452: jenniferbinns@bigpond.com suite 8 level 1 avery house, 48 cecilia street, st helens 7216

proposed visitor acommodation

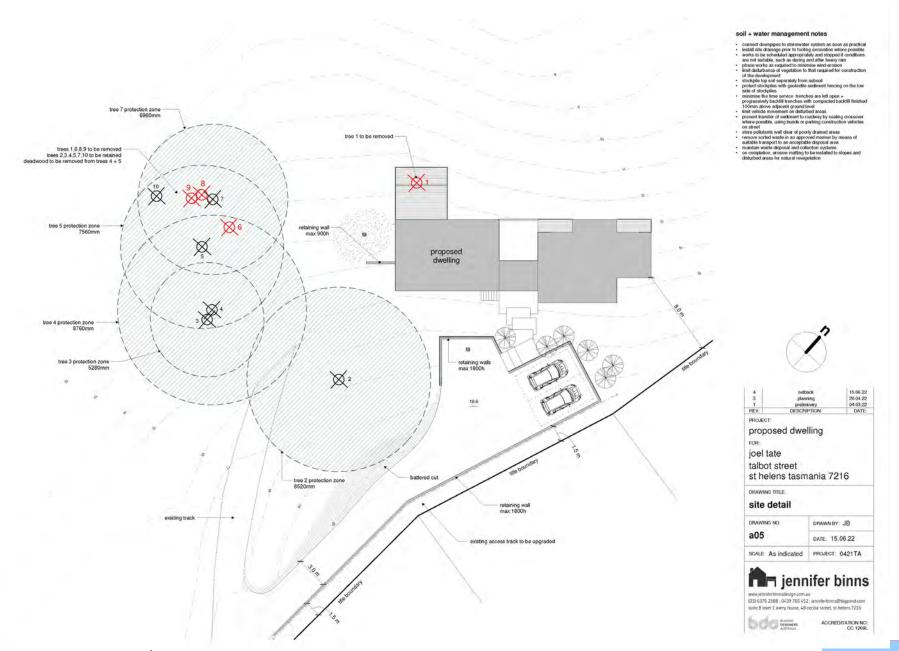
joel tate talbot street st helens tasmania 7216

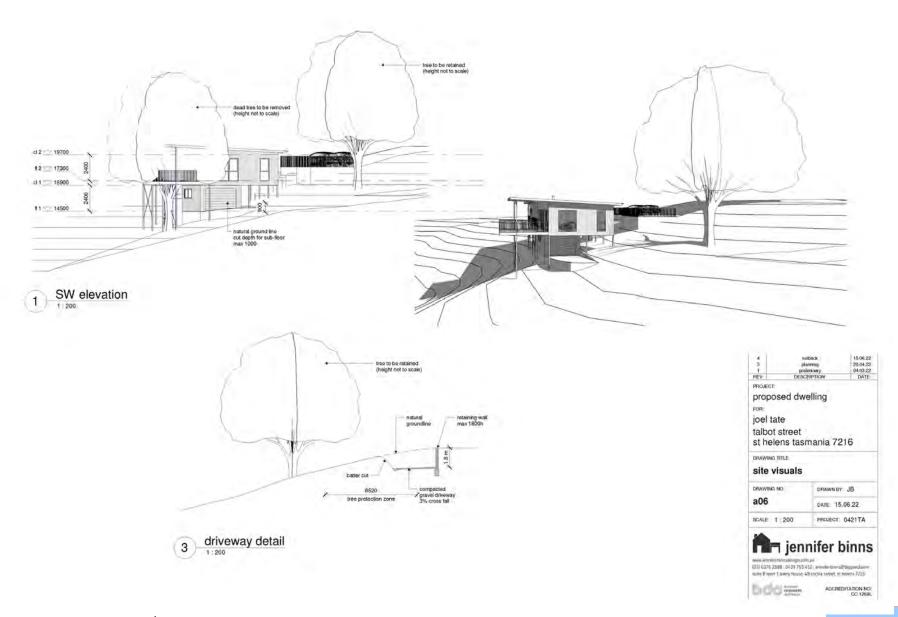
planning application

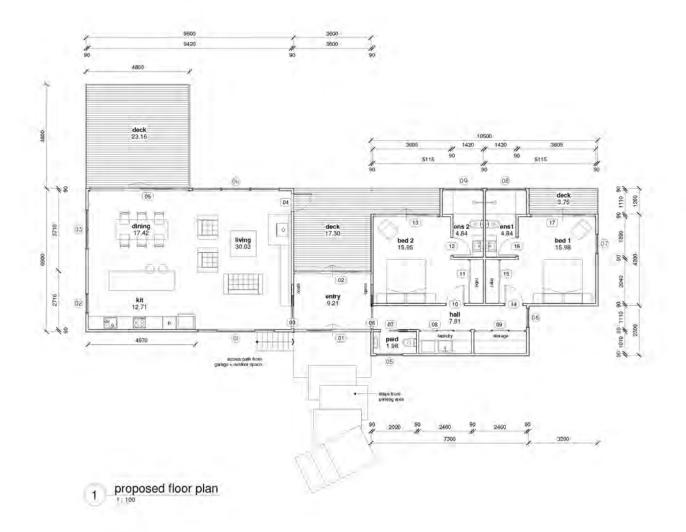




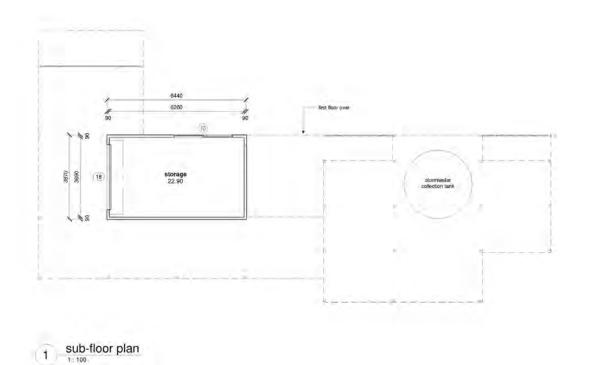




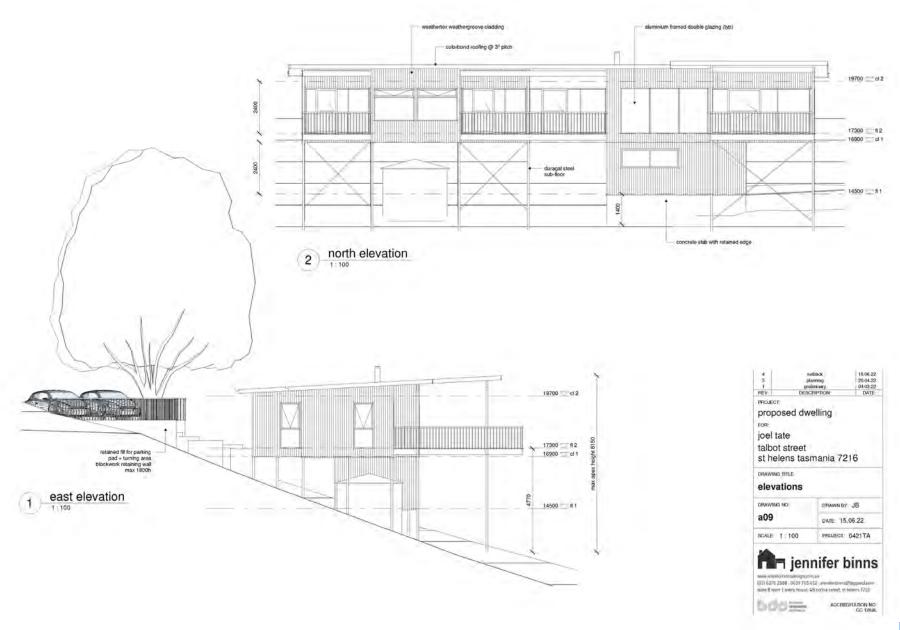


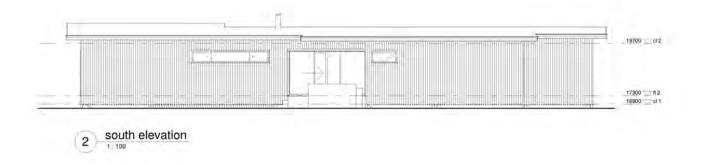


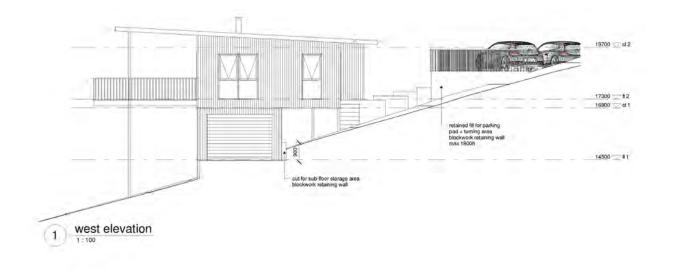














07/22.6.6 State Planning Provisions (SPPs) Review – Break O'Day Council Submission Regarding Scope of the Review

ACTION	DISCUSSION
PROPONENT	State Planning Office - Request to participate in scoping exercise
	– Review of SPPs
OFFICER	Deb Szekely, Senior Planning Officer
FILE REFERENCE	22/2821
ASSOCIATED REPORTS AND	State Planning Provisions Review – Scoping Paper
DOCUMENTS	State Planning Provisions (SPPs) Review – Summary of issues
	previously raised on the SPPs

OFFICER'S RECOMMENDATION:

- 1. Council review and discuss the Break O'Day response to the request from the State Planning Office to put forward issues / matters to be included in the review of the State Planning Provisions (SPPs).
- 2. Development Services continue their participation in the review of the SPPs which may include participation in reference groups or consultative groups and further submissions on behalf of Council.
- 3. Break O'Day Council share their submission with the Local Government Association of Tasmania (LGAT).
- 4. Development Services prepare a submission to the State Planning Office outlining suggested scope of the review in line with the report.

BACKGROUND

Acronvms

Acronyms	
LPS	Local Provisions Schedule
LUPAA / LUPA Act	Land Use Planning and Approvals Act 1993
NTRLUS	Northern Tasmania Regional Land Use Strategy
S35G	Section 35G of the Land Use Planning & Approval Act 1993 provides
	for a planning authority to advise the TPC it is of the opinion that the
	SPPs should be altered.
SPO	State Planning Office
SPPs	State Planning Provisions
TPC	Tasmanian Planning Commission
TPPS	Tasmanian Planning Policies
TPS	Tasmanian Planning Scheme

Request

On 25 May 2022, the Deputy Premier and Minister for Planning, Michael Ferguson MP, wrote to Council advising that the state government had commenced the process of reviewing the State Planning Provisions. Specifically, the state government is requesting local government input into help scope the review by identifying key themes or parts of the SPPs that should be included in the proposed review.

Information provided, clearly outlines what is not part of this review process and that includes:

- Local Provisions Schedules;
- Regional Land Use Strategies;
- State Policies; or
- The broader planning framework within LUPAA and associated legislation.

The TPC is requesting input from local government with respect to the SPPs and -

- What works well;
- What requires improving
- What additional provisions are required;
- What should be prioritised.

Historical Context

The SPPs were approved in 2017 and now in accordance with Section 30T of LUPAA, they are due for review. LUPAA requires the review of the SPPs every five (5) years as well as after drafting the Tasmanian Planning Policies (TPPS). The TPPS are expected to be completed in 2023 and so the commencement of the review of the SPPS satisfies the requirements of LUPAA.

The Break O'Day Council is not currently operating under the Tasmanian Planning Scheme (TPS) and are awaiting advice from the TPC with respect to scheduling a hearing of the draft Local Provisions Schedule (LPS) and the submitted S35F report. On acceptance of the Break O'Day LPS, the planning authority will assess use and development of land in accordance with the TPS.

Current

Whilst the Break O'Day planning authority is working within the Tasmanian Planning System, it is still assessing development and applying zone maps and overlay maps in accordance with an Interim Planning Scheme.

The Interim Planning Schemes and the SPPs are statutory documents which basically set the rules for decisions about use or development of land. The Tasmanian Planning System is based on a tiered approach to deliver both strategic and statutory planning documents that provide a framework for the land use planning system.

The difficulty with the system is that the strategic documents are meant to guide longer term land use and development (statutory planning schemes) through objectives, principles, policies and strategies. However these strategic documents are either being developed now as is the case with the Tasmanian Planning Policies or require review (Northern Tasmania Regional Land Use Strategy). Their functional role within statutory planning instruments is yet to be fully realised. Until such time as we have the TPPS in place and the review of the RLUS commenced/completed, we cannot be certain that nay review of the SPPs is effective.

This is an import concept to consider when undertaking a review of the SPPs in the absence of the Tasmanian Planning Policies and the effect the TPPS may have on or influence the SPPs. Additionally, a lack of experience in implementing the SPPs in Break O'Day, limits the depth of understanding and contribution to the process.

Participation

Despite the Break O'Day planning authority not yet operating within the SPPs, we have a level of understanding based on:

- Undertaking the draft LPS;
- Degrees / aspects of similarity within the Interim Scheme;
- Active participation within the LGAT Planning & Development Group 21 June 2022 meeting to discuss submissions.

We have a current opportunity to participate in developing the themes or parts of the SPPs for review. The purpose of this report is to present information for consideration as part of a submission by the Break O'Day Council to help identify the scope of matters.

Following the Break O'Day submission in respect of matters to be reviewed, the process may provide Break O'Day an opportunity to participate in reference groups or consultative groups to provide more detailed consideration of review matters.

The diagram below demonstrates the process and we are currently in Step 1.



Figure 1 - The SPP review process

LGAT Planning and Development Group

The LGAT Planning & Development Group, of which we are a participant, has held a TEAMS meeting to discuss the scope of matters a LGAT submission may include. Michael Edrich, Senior Policy Officer, LGAT convened a TEAMs meeting on 21 June 2022 at which time scope of issues, format of scope of issues and central depository of matters was discussed. At the time of writing this report, no Council had yet uploaded their draft scope of matters to be considered in the review. LGAT would appreciate a copy of any Break O'Day Council submission.

Supporting Documentation – Summary of Issues

The State Planning Office has provided a summary of issues (attached) that have previously been raised regarding the SPPs. These issues have been collated from reports from Councils operating under the SPPs as well as s35G reports submitted by Local Governments. This provides a sound basis for BOD to consider and generate awareness.

As part of this submission process, I have also reviewed examples of s35G reports uploaded to the TPC website.

PREVIOUS COUNCIL CONSIDERATION:

Nil.

OFFICER'S REPORT:

Scope of Matters

The following forms a preliminary reporting of scope of matters the Break O'Day Council may consider for inclusion in any review of the SPPs. It should be read in conjunction with the already developed summary of issues attached to this report. The table follows the format of the summary of issues provided by the TPC.

State Planning Provisions (SPPs) Review Scope of Issues – BODC

Strategic

Section	Clause/Provision	Issue(s) Raised
Stormwater		SPP to address stormwater management in urban areas including water quality treatment, volume and quantity management. New development creates stormwater infrastructure, impacts overland flow paths and introduces new stormwater runoff and pollutants into the environment. A Stormwater Code was never implemented through the SPP. LGAT has done some substantial work on this issue that has resulted in legal advice and the development of the Tasmanian Stormwater Policy Guidance and Standards for Development.
		Council has regulatory powers under both LUPAA and Urban Drainage Act 2013. This is not perfect and they can be used in tandem. Requires a Council policy to communicate the strategy. A State wide Code is unlikely to suit all Councils, however without a code there is no ability to refuse applications based on inadequate stormwater measures. Use of the Urban Drainage Act includes a level of uncertainty as to whether it can be applied to non-urban areas.
		A generalised Code that supports Council policy may be a way of addressing variance within local government areas and also provide local government to adequately address stormwater including: - Ability to refuse applications; - Provide direction in non-urban areas
		- Improve appeal defence;
		 Refer to the Urban Drainage Act Stormwater Service Provider policy on stormwater regulation
		A code that goes further than the current conditioning provisions should be further considered.
Infrastructure		Review of the infrastructure contributions systems and framework in Tasmania. Infrastructure
Contributions.		delivery is fundamental to activating development, ensuring equitable cost distribution and better infrastructure outcomes.
		Can the SPPs assist in delivering a coherent infrastructure contributions framework that supports development and growth.

Statutory

Section	Clause/Provision	Issue(s) Raised
Administration	3.0 Interpretation	Clarification between definitions and application of brewery and micro-brewery / nano-brewery.
Administration	6.0 Assessment of an Application for Use or Development	6.1.2 provides for mandatory application materials. If a proposed use or development relies on Crown land e.g. access then clause 6.1.2 (b) requires crown consent to lodge by way of written consent and a copy of the delegation.
		This often results in considerable delay for applications to be deemed valid and can pause the development assessment process by way of months in some instances.
		Consideration should be given to a modification of requirements to satisfy this requirement under s52 of LUPAA and clause 6 of the SPPs. Amendment could consider a system of notification rather than consent to lodge. Notification could be by way of electronic entry on a register and consequently Property Services (State Government) becoming a statutory referral agency and adhering to the time frames of the planning system in LUPAA. As a statutory referral agency they would be able to request conditions be included in any permit, including that a crown licence is obtained or DSG conditions for access or stormwater disposal in the case of a state road.
		6.12 (d) requires a copy of the current certificate of title for all land to which the permit sought is to relate. A considerable number of applications are deemed invalid and a request for further information is issued based absent, incomplete or outdated certificates of title accompanying any application. This too causes considerable delay in processing development applications and is a resource local government has at their fingertips. In the spirit of planning reform it would be expedient for both the planning authority and the customer, to enable Council to access these documents on behalf of the applicant when missing, incomplete or outdated and have the ability to charge the applicant for the same. The applicant could nominate on a Development Application form that they request Council to source the documents on their behalf. Any charges should be on a cost recovery basis only (Council and Land Titles Office). Whilst no change is required to the SPPs clause 6.1.2 (d), it does require coordination across the state with local government and the Lands Titles Office.
Zones	Agriculture / Rural Zone - Agritourism	Ensuring the Agritourism is appropriately recognised and supported within the zones

Zones	Landscape Conservation Zone	The removal of the Environmental Living Zone has caused residential use class to become discretionary in the LCZ through transition. The Break O'Day Council has strategically placed land zoned Environmental Living, similar to Rural Living, as land suitable for providing different housing choice such as rural living or lifestyle housing. Environmental Living allotments provide greater lifestyle choice and previously, the zone provided for permitted residential use and development whilst considering site constraints.
		Allotments within the BODC Environmental Living Zone in some areas, are largely around the $8-12$ hectares in size. There are instances of lots, particularly in Scamander that are $2-2.5$ hectares. This has created transition complications for the BODC with land transitioning to the LCZ when for example, areas within Beaumaris or Stieglitz, may have potential for long term higher density "Environmental Living Zone" that are within the existing settlement boundary and can provide for lifestyle housing opportunities.
		Within the BOD local government area, allotments within the Environmental Living Zone are inconsistent in size ranging from 550 m2 and up to and greater than 20 hectares. The SPP now has a considerable gap in the residential suite of zones and in particular that which caters for lifestyle lots and recognition of natural values. The Break O'Day Council would like to see a review of this and consideration to the use class Residential as permitted use.
Zones	Industrial Zone – distilleries/breweries	Review Queensland Craft Brewing Strategy and its applicability to Tasmania. Aim is to determine how the Tasmanian Planning Scheme can assist communities and support the brewing sector in planning schemes, in particular micro-breweries. Can micro-breweries be supported in certain zones? Facilitate and support the industry as well as the related industries of live music / night entertainment. This will require an expansion of the Use Classes to recognise micro-breweries as distinct from breweries (Resource Processing) and ensure we have appropriate levels of assessment. Micro-breweries may then be permitted in certain other zones. Qld identified micro-breweries as a medium impact industry use. Aiming to consider changes within the SPP to ensure micro-brewers are able to establish more easily in certain zones to support the creation of vibrant places for locals and visitors.
	Rural Living – multiple dwellings	The Break O'Day area supports Rural Living lots and has an ageing population. We quite often receive planning enquiries regarding ability to build an additional dwelling on the property for family members (often children and their family). Presently they are limited to the requirements of a 'secondary residence'. Consideration regarding ageing in place and affordable housing whilst maintaining the purpose of the zone.

	Community Meeting & Entertainment Food Services Landscape Conservation Zone	Function centres are contained within the Use Class "Meeting & Entertainment". The Break O'Day local government area has a lot of interest in Visitor Accommodation on land zoned Environmental Living. The opportunity for these developments to offer services such as a function centre for weddings, hosting cooking master classes etc. regardless of staying at the venue, can often be difficult. The inclusion of function centres within this definition and the ability for visitor accommodation sites to also include this use – function centres for wedding and events without participants necessarily being
		guests of the visitor accommodation. Not relying on associated and subservient to the main use.
Subdivision Provisions	Environmental Living Zone: LCZ Rural Resource Zone: Rural Zone / Agricultural Zone	The subdivision provisions within the Environmental Living Zone and the Rural Resource Zone contain a clause requiring: "All new lots must be located a minimum of 1km from High Water Mark". There is no corresponding performance criteria and essentially poses a prescriptive requirement. The RRZ provides a qualification — "except for those lots that are required for the crown, public authority or a municipality". The restrictions on subdivision based on 1km from the HWM originate in response to the State Coastal Policy that identifies the Coastal Zone to include all land to a distance of one kilometre inland from the high-water mark. The policy requires urban and residential development in the coastal zone to be based on existing towns and townships. Ribbon development and unrelated cluster development is to be discouraged along the coast. Essentially the insertion of the clause to preclude subdivision within 1km of the HWM, sought to satisfy the Coastal Policy and was applied to coastal zone land within the Environmental Living and Rural Resource Zones, i.e. land not associated with existing towns and townships. Scope of any review should ensure the State Coastal Policy is effectively satisfied within the Landscape Conservation Zone and Rural / Agricultural Zones in the SPP. A comparison of the effectiveness of the subdivision provisions within the SPP for the LCZ and RZ/AZ in achieving the requirements of the State Coastal Policy and the effectiveness of applying a 1km prescriptive mechanism via the acceptable solution should be completed. The Break O'Day municipality would be a logical test case in preventing ribbon development in the coastal zone, given the inordinate land within the coastal zone that will
		transition to the LCZ, in comparison to other local authorities.
Rural / Agriculture Zone	Subdivision of Heritage Buildings e.g church	Ability to subdivide Heritage lots from agricultural land e.g. Church

LEGISLATION & POLICIES:

Land Use Planning and Approvals Act 1993 Local Government (Building and Miscellaneous Provisions) Act 1993 Urban Drainage Act 2013

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority.

State Planning Provisions Review

Scoping Paper



State Planning Office
Department of Premier and Cabinet



Author:

State Planning Office

Publisher:

Department of Premier and Cabinet

Date: May 2022

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State Planning Provisions Review – Scoping Paper – May 2022

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Minister's Foreword

The Government is committed to improving Tasmania's planning system and it will not be long before the Tasmanian Planning Scheme is fully in effect across our State, establishing a fairer, more consistent approach to planning and development approval. A single set of planning rules will apply across every local government area, generating efficiencies and increasing certainty and transparency for developers, planners, councils and our communities.

Having a well-drafted and contemporary planning scheme will ensure that our strategic land use planning policies and strategies are appropriately implemented, and that what is delivered on the ground through development applications are in accordance with community expectations.

As the new Minister for Planning, I believe that it is important that we regularly review our planning instruments to ensure they remain fit-for-purpose and current. Reviews provide the Government, councils, the community and other stakeholders with opportunities to identify areas for improvement and enable us to apply appropriate changes in policy and update specifications.

The State Planning Provisions (SPPs) came into effect as part of the Tasmanian Planning Scheme on 2 March 2017 following a comprehensive assessment process undertaken by the independent Tasmanian Planning Commission (the Commission), which included extensive public exhibition and 25 days of public hearings.

The SPPs establish the single set of planning rules for the 23 zones and 16 codes, which manage the use, development and conservation of land in Tasmania. Put simply the SPPs set out planning requirements such as the height of buildings, the uses allowed in particular locations, and what additional controls might be required for developing a heritage building. The SPPs are currently in effect across 12 municipalities in the State and will come into effect in the remaining areas following the approval of each council's Local Provisions Schedules.

Under the Land Use Planning and Approvals Act 1993 (LUPAA), the SPPs are required to be reviewed every five years. This review is now due.

It is also a requirement that the SPPs be reviewed in the context of the Tasmanian Planning Policies (TPPs) once they are made. The TPPs are currently being prepared and a suite of draft TPPs are expected to be publicly exhibited towards the end of this year.

The State Planning Office has already started preparing for the SPPs review, which will formally commence with the public release of this Scoping Paper. While the review will cover all the SPPs, we want to identify any issues of specific concern so that we can focus our efforts to where they are most needed, and develop a suite of short, medium and longer-term amendments.

The SPPs are a vital part of our planning system and I encourage everyone to consider how they could potentially be improved.

Hook forward to hearing your views.

Hon Michael Ferguson MP Minister for Planning

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State Planning Provisions Review - Scoping Paper - May 2022

Introduction

This paper introduces the first comprehensive review of the SPPs, the Statewide planning rules that apply as part of the Tasmanian Planning Scheme, and invites you to inform the scope of that review.

The aim is to identify the provisions of the SPPs that may require review, as well as if there is a need for any new provisions in the SPPs.

This paper has been prepared to help you provide feedback to assist us in identifying the scope of the SPPs review. The paper includes some key questions for you to consider and is organised with the following sections:

Section I explains what the SPPs are, how they work within the planning system, and why the government is reviewing them.

Section 2 details what the review will cover and how it will happen.

Section 3 lets you know how you can get involved.

Links and references to additional information that may assist you with providing feedback are included throughout this paper.

Why are we reviewing the State Planning Provisions?

The State Planning Provisions (SPPs) play an important role in the management of the use, development, and conservation of land in Tasmania, and it is important that they are regularly reviewed to ensure they remain contemporary and fit-for-purpose.

For these reasons, section <u>30T</u> of LUPAA requires that the SPPs are reviewed every 5 years. Section 30T of LUPAA also requires a review of the SPPs to take place after the making of the TPPs, which is expected to occur during 2023. This ensures consistency with the policies contained in the TPPs.

Having been approved in 2017, the SPPs are due for review during 2022. Regular review of planning instruments is considered best practice to:

- improve how they achieve their purpose,
- apply improvements in knowledge and policy, and
- give people and groups a chance to provide their views on how those planning instruments are working, and to suggest improvements.

While the SPPs are not yet fully in effect across all our State, a suitable period has now passed since the SPPs were drafted to initiate a review. The full suite of SPPs have been in effect in some local government areas for nearly 2 years, and some parts of the SPPs are also already in effect in the remaining interim planning schemes. This provides enough information and experience for conducting the review.



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Understanding the SPPs

1.1 Overview of land use planning in Tasmania

Land use planning is about putting in place a guiding framework of policies, strategies, and rules for use and development that will shape the future of how our society looks and functions. These tools then influence decision making about how our settlements, our infrastructure, and our landscapes look and how we want them to function.

Figure 1 illustrates an overview of Tasmania's land use planning system.

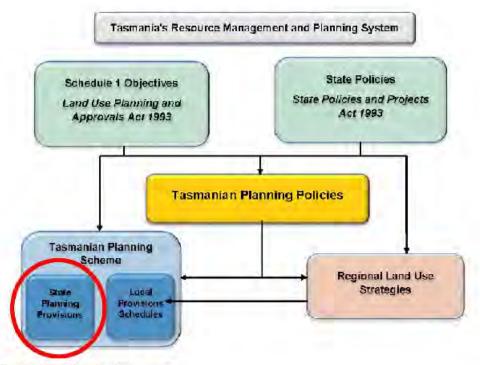


Figure 1 - Tasmanka's kand use planning system

The range of land use planning documents that make up Tasmania's planning system can be described as either 'strategic' or 'statutory' planning documents. The framework that provides for these documents is set out in LUPAA.

Strategic planning documents guide longer term land use and development through statements such as objectives, principles, policies, or strategies which are informed by social, economic, and environmental data. Strategic planning documents in Tasmania include the State Policies, the TPPs that are currently under preparation, and the <a href="three regional land use strategies. Councils also prepare a range of other local strategic planning documents.

The main statutory planning documents in Tasmania are the current planning schemes: the Tasmanian Planning Scheme and the remaining interim and older planning schemes. These set the rules for making decisions about use or development on particular sites in the immediate future.



It is the role of local councils acting as 'planning authorities' to assess applications for planning permits (often referred to as development applications) in accordance with the rules contained in planning schemes. The processes for making decisions on development applications are outlined in LUPAA.

1.2 The Tasmanian Planning Scheme

The Tasmanian Planning Scheme is made up of the SPPs and Local Provisions Schedules (LPS), as shown in Figure 2.

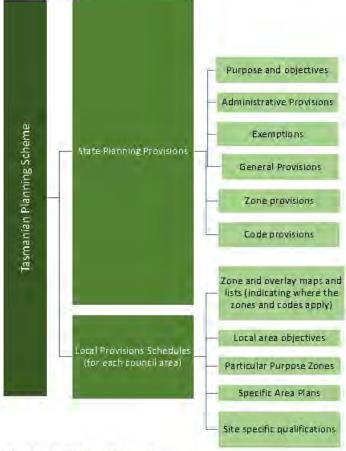


Figure 2 - Structure of the Tasmanian Planning Scheme

The rules in the Tasmanian Planning Scheme control the use, development, and conservation of land across the State in support of the LUPAA Schedule I Objectives, State Policies, and the TPPs (once made).

The SPPs are the Statewide set of rules (or provisions) expressed mainly through 23 zones and 16 codes. The SPPs also include administrative, general, and exemption provisions, and the requirements and a template for the LPS. More information on the SPPs is available on the Planning in Tasmania website.

The SPPs are prepared, approved and amended by the Minister for Planning, with expert planning advice provided by both the Commission and the State Planning Office.

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The LPS apply the SPPs in each local government area through zone maps, overlay maps, and lists of places where the codes apply. LPS may also contain local area objectives, particular purpose zones (PPZs), specific area plans (SAPs), and site-specific qualifications (SSQs). Each of these is a form of planning control for unique places specific to the local area.

The Tasmanian Planning Scheme, including the SPPs, only applies once a council has its LPS approved. For this reason, some councils still operate under the older Interim Planning Schemes. All councils will eventually use the Tasmanian Planning Scheme to make decisions about land use and development.

The Tasmanian Planning Scheme also operates allongside other legislative requirements, including integrated assessment processes for:

- certain activities with the potential for environmental emissions or impacts
 (Level 2 activities) administered by the Environment Protection Authority (EPA).

 Tasmania;
- works on heritage places of State significance listed on the <u>Tasmanian Heritage</u> <u>Register</u> administered by <u>Tasmanian Heritage Council</u>; and
- considering impacts on <u>TasWater's water and sewerage infrastructure</u>.

Certain forestry operations and works, mineral exploration, and marine farming are managed under separate legislation. There are also exemptions from the Tasmanian Planning Scheme for certain electricity, water and sewerage, gas and railway infrastructure works as outlined in their relevant legislation.

1.3 Background of the SPPs

The first SPPs were drafted during 2015 as part of the Government's planning reform agenda to introduce a single Statewide planning scheme.

The drafting of the SPPs involved input from technical reference groups and consultative groups including State and regional organisations across business, industry, the community sector, environmental and heritage interests, and local government.

The SPPs largely adopted the structure established by <u>Planning Directive No. 1 – The Format and Structure of Planning Schemes</u> (Planning Directive No. 1) on which all interim planning schemes were based. Departures from Planning Directive No. 1 occurred to align the administrative provisions with the Tasmanian Planning Scheme structure required by LUPAA, in addition to:

- detailed reconsideration of the planning scheme exemptions;
- additional Special Provisions (renamed as General Provisions) from interim planning schemes; and
- reconsideration of some zones, such as replacing the Rural Resource Zone and Significant Agriculture Zone with the Rural Zone and Agriculture Zone, removal of the Environmental Living Zone, and inclusion of the Landscape Conservation Zone and the Future Urban Zone.

The content of the zones and codes in the SPPs was drafted with detailed regard to all interim planning schemes that were in operation at the time. It also captured the latest versions of codes as recommended by the Commission in accordance with:

 other approved or draft planning directives (the Bushfire-Prone Areas Code, Road and Railway Assets Code and Potentially Contaminated Land Code), and

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 latest State Government policies on natural hazards (the Coastal Erosion Hazard Code, Coastal Inundation Hazard Code and Landslip Hazard Code).

During 2016, the Commission undertook a comprehensive independent assessment of the SPPs, including 60 days of public consultation and 25 days of public hearings.

The Commission's assessment of the SPPs concluded in December 2016 with a recommendations report being provided to the then Minister for Planning. In making the SPPs, the then Minister accepted the majority of the Commission's recommendations. A statement of reasons was released in response to those recommendations that were not accepted.

The SPPs were made on 2 March 2017.

2. Understanding the review

2.1 Scope of the review

The review will consider the SPPs component of the Tasmanian Planning Scheme. All of the SPPs are open to review.

It is important to note that this review does not include the:

- Local Provisions Schedules;
- Regional Land Use Strategies;
- State Policies; or
- the broader planning framework within LUPAA and associated legislation.

The review will not consider where zones and codes are applied in the Local Provisions Schedules. This is the role of individual councils with independent oversight from the Commission. Instead, the review will consider the rules and administrative requirements in the SPPs.

There are limitations on matters that may be covered by the Tasmanian Planning Scheme and the SPPs as listed in sections <u>11(3)</u> and <u>12</u> of LUPAA. Certain building design and engineering and safety requirements are also covered by the <u>Building Act 2016</u>, associated regulations, and the <u>National Construction Code</u>. These also do not form part of the review.

2.2 Review process

The SPPs review begins with the release of this scoping paper and related information documents (Step 1 in Figure 3 below).

Feedback received from the scoping process will assist with identifying those provisions in the SPPs that require review, potential gaps in the SPPs, and inform options for improvement and potential amendments to the SPPs. A report will be prepared in response to the feedback from the scoping process (Step 2 in Figure 3 below).

The scoping process will help inform key themes or parts of the SPPs that require more detailed consideration for progression through separate projects and conclude in amendments to the SPPs. The State Planning Office will establish reference groups and consultative groups to assist with these detailed projects and amendments.

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Some matters may be addressed in the short-term through amendments to the SPPs (Step 3 in Figure 3 below), while others may require the finalisation of the TPPs before progressing (Step 4 in Figure 4 below). It is a requirement of LUPAA for the SPPs to be consistent with the TPPs.

The making of the TPPs, which is expected to occur during 2023, will result in a review of the SPPs for consistency. A discussion paper will be released for consultation to consider options for amendments to the SPPs to make them consistent with the TPPs (Step 4 in Figure 3 below).

The SPPs amendment processes are detailed in <u>Part 3, Division 2</u> of LUPAA. All non-minor amendments are subject to public consultation, and independent assessment, including public hearings, by the Commission. The Commission then provides recommendations on the draft SPPs amendments which must be considered by the Minister for Planning before determining whether or not to make the amendment.



Figure 1 - The SPP review process

2.3 What has happened so far

The State Planning Office has put together a list of issues that have already been raised through conversations with stakeholders, along with submissions received through other processes. These processes include exhibition of <u>Planning Directive No. 8 – Exemptions</u>. <u>Application Requirements</u>, <u>Special Provisions and Zone Provisions</u> and reports provided to the Commission on the SPPs in accordance with <u>section 35G</u> of LUPAA.

A summary of these issues is available on the Planning in Tasmania website.

Section 35G of LUPAA provides a process for a local council, after considering submissions on their draft LPS, to advise the Commission on potential amendments to the SPPs. The Commission must consider the advice of the council and provide a recommendation to the Minister for Planning. More information on the process under s.35G of LUPAA is available of the Commission's website.

Several current projects will also inform the SPPs review. These projects are detailed below.



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Residential and Housing Reviews

Review of the residential development standards derived from Planning Directive 4.1

The rules in the SPPs General Residential Zone and Inner Residential Zone are based on those in <u>Planning Directive 4.1 – Standards for Residential Development in the General Residential Zone</u> (Planning Directive No. 4.1).

In 2014, Planning Directive No. 4.1 introduced a Statewide set of rules for residential development in the General Residential Zone across all interim planning schemes.

In 2020 the State Planning Office commissioned a consultant to engage with stakeholders about their key concerns with the requirements in Planning Directive No. 4.1 and to seek examples of their practical application. This process has resulted in the Review of Tasmania's Residential Development Standards — Issues Paper which has been made available through the Planning in Tasmania website to further assist with scoping the SPPs Review.

Medium Density Residential Development Standards Project

In 2019, the then Premier of Tasmania announced a project to prepare planning rules to deliver consistent requirements for apartment developments in Tasmania. The new requirements will be implemented through an Apartment Code in the SPPs to provide a clear pathway for the assessment of apartments and encourage good quality design and liveable spaces.

The project is being managed by the State Planning Office in partnership with Hobart City Council through the Hobart City Deal and will be delivered through a future amendment to the SPPs.

This project will be informed by the SPPs Review, and the review of the residential development standards derived from Planning Directive No. 4.1.

More information on the medium density residential development standards project and the Apartment Code is available through the Planning of Tanana and Ite.

Tasmanian Planning Policies (TPPs)

The TPPs are high-level strategic policy ambitions and directions on land use planning matters of State and community interest. They will provide a way for the Tasmanian Government and community to consider and set directions on a broad range of complex and emerging planning issues. These high-level policies will inform strategic planning and the statutory planning provisions within the SPPs and LPS.

Some matters raised during the SPPs review scoping process may need to be considered in conjunction with the broader policies in the TPPs. The SPPs must be reviewed for consistency with these policies once the TPPs are made.

Once the TPPs are made, a discussion paper will be circulated to explore how consistent the SPPs are with the TPPs and what changes may need to be made to the SPPs.

More information on the TPPs is available through the Planning in Tasman a website



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3. How to get involved

The Government wants to hear from you about issues with the SPPs.

We want to hear about the provisions in the SPPs that you think require review, or any provisions that you think are missing.

Your feedback will help scope the 5-yearly review of the SPPs and to identify issues to be addressed through amendments to the SPPs.

We encourage you to read this scoping paper in full before providing your comments as a submission. Please note, the scope of the review is outlined in section 2.1 of this scoping paper. We also encourage you to peruse all other documents made available as part of the scoping process as these may help inform your submission.

To help you respond, we invite you to consider the following questions. We also encourage you to provide reasons and examples (where possible).

QUESTIONS TO CONSIDER

Which parts of the SPPs do you think work well?

Which parts of the SPPs do you think could be improved?

What improvements do you think should be prioritised?

Are there any requirements that you don't think should be in the SPPs?

Are there additional requirements that you think should be included in the SPPs?

Are there any issues that have previously been raised on the SPPs that you agree with or disagree with?

Are there any of the issues summarised in the Review of Tasmania's Residential Development Standards – Issues Paper that you agree or disagree with?

Submissions on the State Planning Provisions Scoping Paper can be made until the close of business on 29 July 2022 in one of the following ways:

- Via email to yoursay.planning@dpac.tas.gov.au
- Via post to:

Department of Premier and Cabinet State Planning Office GPO Box 123 HOBART TAS 7001

Submissions will be treated as public information and will be published on the Planton and Will be published on the Planto

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No personal information other than an individual's name or the organisation making a submission will be published.

For further information, please contact the State Planning Office via email: stateplanning@dpac.tas.gov.au, or read the <u>Tasmanian Government Public Submissions</u> Policy.

The State Planning Office website contains more information on the Tasmanian Planning Scheme and the SPPs:

If you would like to discuss the SPPs review further, or would like a briefing, please contact the State Planning Office at: stateplanning(@)dpac.tas.gov.au or by telephoning I 300 703 977.

4. What will happen next?

Once the consultation period has ended, the State Planning Office will carefully consider all comments received.

Feedback received from this scoping process will assist with deciding the extent of the SPPs review. A report will be prepared in response to the feedback from the scoping process.

The scoping process will help inform key themes or parts of the SPPs that require more detailed consideration for progression through separate projects and conclude in amendments to the SPPs.



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State Planning Provisions (SPPs) Review

Summary of issues previously raised on the SPPs

Disclaimer: The following provides a summary of issues previously raised on the SPPs through various forums, including reports by councils in accordance with section <u>35G of the Land Use Planning and Abbrovals Act 1993</u> (the LUPA Act). It has been prepared as supporting information for the SPPs Review Scoping Paper.

All attempts have been made to summarise issues previously raised however, some may have been unintentionally excluded. The SPPs Review scoping process provides the opportunity for additional issues to be raised through written submissions to the Minister for Planning. These submissions will inform the SPP review process.

Section	Clause/Provision	Issues Raised
C	Various - Operation of Performance Criteria in use and development standards	Suggestions to review how Performance Criteria work in the SPPs following the Resource Management and Planning Appeal Tribunal (RMPAT) decision on Henry Design & Consulting y Clorence City Council& Ors [2017] TASRMPAT 11 and other associated decisions on interim planning schemes. The RMPAT decisions outlined that the Performance Criteria is a freestanding test having no relationship to the Acceptable Solution. This means that the corresponding Acceptable Solution cannot be used as a consideration or starting point for undertaking an assessment against the Performance Criteria.
	Various - Operation of Performance Criteria by requiring use or development to be 'compatible' with what is existing Various - Alignment with building regulations	Concerns raised with the meaning of 'compatible' in assessments against Performance Criteria in interim planning schemes. While this issue relates to interim planning schemes, it has implications for the SPPs as some Performance Criteria require use or development to be 'compatible' with existing use or development in the surrounding area. In the RMPAT decision on Henry Design & Consulting v Clarence City Councils: Oss [2017] TASRMPAT 11, 'compatible' is taken to mean "not necessarily the same but at least similar to, or in harmony or broad correspondence with the surrounding area".
		Suggest reviewing the SPPs for improved consistency with the Building Act 2016 and the Director's Determinations, such as the building regulations for retaining walls.
	Various - Local area objectives	Suggest amending all use and development standards to allow for the consideration of Local Area Objectives or provide a general ability to consider Local Area Objectives for any use and development standard.

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State Planning Provisions (SPPs) Review - Summary of previous issues raised on the SPPs

Section	Clause/Provision	Issues Raised
LAN	Various - Subdivision and requirement for public open space	Suggest revising the subdivision requirements in the SPPs to manage the requirements for the public open space rather than relying on the requirements in the Local Government (Building and Miscellaneous Provisions) Act 1993.
1	Various - Landscaping requirements	Landscaping is critical for a high quality built environment and liveable communities and needs to be a development standard in the SPPs for all multiple unit, commercial and industrial development and subdivision with new roads.
11.7		Suggest including landscaping provisions similar to those existing in the commercial zones and Parking and Access Cod in the Southern Region Interim Schemes in the Subdivision Standards for the following SPPs zones: * General Residential:
		• Inner Residential:
		Low Density Residential;
		Village:
		Urban Mixed Use:
		Local Business
		General Business
		Central Business;
		Commercial;
		Light Industrial;
		General Industrial
	Various-subdivision lot design access and road provisions for all residential zones	Suggest including a requirement in the subdivision standards of all residential zones to ensure adequate vehicular access onto a lot, not just from the road to the lot.
	Various - Road connectivity provisions in subdivision standards	Suggest including threshold standards to determine if additional road connectivity is required in a subdivision proposal.
	Various - siting and scale of outbuildings in residential environments	Suggest including provisions similar to those in the Southern Region's interim planning schemes for large or high outbuildings in residential areas.

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Section	Clause/Provision	Issues Raised
- 1	Various - retaining walls and land filling	There are no requirements for retaining walls or land filling beyond the exemption.
	Various - Stormwater management	Suggest including the Stormwater Management Code from the Southern Region's interim planning scheme into the SPPs.
	Various - Water quality management	Suggest reviewing the SPPs to improve water quality management outcomes from development and the subsequent impacts on nearby aquatic environments.
	Various - Light pollution	Suggest including provisions for management of light pollution impact on sensitive/significant or iconic landscapes.
	Aboriginal heritage	Suggest including a separate Aboriginal Heritage Code in consultation with the aboriginal community.
	Land filling and excavation	Suggest introducing a Filling and Excavation Code addressing: impacts on character and amenity; stability and appearance; environmental impact; flooding and drainage; management of stockpiles; and impacts on infrastructure, public utilities and easements.
	Application requirements	In some interim planning schemes, an application requirements section was included in all Codes and Specific Area Plans to provide clarity on what was required for all, or some, applications that are assessed under that Code. Suggest including an application requirements section for each Code in the SPPs and in the template for Specific Area Plans.
3.I Planning Terms and Definitions	Tolerable risk	Definition needs further clarification.
	Private garden	Definition requires clarification as it is unclear how far a private garden extends. Implications for vegetation clearing exemption.
	Employment training centre	Suggestion to broaden the definition to also allow for "training in specialised or technical skills".

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State Planning Provisions (SPPs) Review – Summary of previous issues raised on the SPPs

Section	Clause/Provision	Issues Raised
LE.R.	Secondary residence	Suggest limiting secondary residences to single storey buildings and deleting the reference to laundry facilities.
	Additional term and definition – brewery	Suggest an additional definition for brewery.
1 3 1	Additional term and definition – passive surveillance	Suggest an additional definition for the term 'passive surveillance'. The term is used in front fence performance criteria and would provide more clarity to developers.
	Additional/clarification of terms and definitions – access, access ways, driveway, vehicle crossing	Suggest additional definitions for 'access', 'access ways', 'driveway', amending the definition for 'vehicle crossing' and clarifying the use of term 'access' throughout the SPPs.
	Additional definitions - café and restaurant	Suggest additional definitions for café and restaurant.
4.0 Exemptions	Various exemptions	The following exemptions in the SPPs should include full range of limitations as expressed in Planning Directive No. (e.g. heritage, scenic, threatened vegetation, wetlands and watercourses, potentially contaminated land, salinity and landslip): 4.2.3 irrigation pipes 4.2.4 road works 4.2.7 minor infrastructure 4.2.8 navigation aids 4.3.5 temporary buildings and works 4.3.6 unroofed decks 4.3.7 outbuildings 4.3.8 outbuildings in the Rural Living Zone, Rural Zone or Agriculture Zone 4.3.9 agricultural buildings and works in the Rural Zone or Agriculture Zone 4.3.11 garden structures 4.4.2 landscaping and vegetation management
	4.0.3 actively mobile landforms	Unclear what actively mobile landforms are, particularly in limiting the exemptions.

Page 4 of 16 State Planning Provisions (SPPs) Review – Summary of previous issues raised on the SPPs

Section	Clause/Provision	Issues Raised
100	4.1 A home occupation	Concerned with removing the limitation of occasional visitors' as it could cause significant amenity impacts (e.g. yog classes or lessons or therapy with traffic and noise impacts).
		Limited to a 'dwelling' therefore cannot be in a shed, outbuilding or garden.
	4.I.5 markets	Exempting markets is problematic if insufficient parking is provided.
	4.2,4 road works	Lack of clarity in terminology – 'including' does not provide exhaustive list, 'carriageway' not defined, refers to 'maintenance repair and upgrading and also 'making, placing and replacement'
		Unclear where the 3m distance is measured from (e.g. title boundary or road reserve or existing road shoulder). There is potential for significant impacts on native vegetation, sensitive environments and waterways.
		It could allow for the replacement of heritage bridges.
	1	The term 'upgrade' is broad; the scope of upgrade should be defined as the exemption for maintenance, repair and upgrades of roads may extend up to 3m outside the road reserve including the replacement of bridges in the same or adjacent position.
	4.3.2 internal building and works	Suggest inserting a column headed Significant Interior' to LPS Table C6.1 Local Heritage Places. Amend the wording of 4.32 in the SPPs to read:
		"All internal building and works unless identified as a Significant Interior in Table C6.1 Local Heritage Places!" (retaining the footnote relating to places entered on the Taamanian Heritage Register as is). (pp.8-9)
	4.3.6 unroofed decks	The exemption should apply to all unroofed decks, including those attached to, or abutting, a habitable building.
		Decks should be permeable and not require the removal of trees.
	4.3.7 outbuildings	The exemption for outbuildings requires clarification, particularly in relation to existing outbuildings and for larger outbuildings.
		SPO Note: The exemption is being clarified as a minor amendment of the SPPs.
	4.3.9 agricultural buildings and works in the Rural Zone or Agriculture Zone	The exemption for "agricultural works" should exclude works subject to the Natural Assets Code.
	4.3.10 demolition	Suggest revising 4.3.10 to:

Page 5 of 16 State Planning Provisions (SPPs) Review – Summary of previous issues raised on the SPPs

Section	Clause/Provision	Issues Raised
1997		Demolition of buildings - unless the Local Historic Heritage Code applies and requires a permit for the use or development; and
		The general provision relating to demolition can then be deleted.
	4.4.1 vegetation removal for safety or in accordance with other Acts	Under clause 4.4.1(f), vegetation removal within 2m of lawfully constructed buildings and infrastructure for maintenance and repair could allow private landowners to remove significant trees or heritage gardens.
	100000	The provisions do not allow protection of vegetation protected under other parts of the SPPs, including the Scenic Protection Code, Local Historic Heritage Code and the Natural Assets Code.
	4.4.2 landscaping and vegetation management	Unclear whether the landscaping and vegetation management exemption allows for the clearing of vegetation on a site.
		Concerned with landscaping and vegetation management occurring in private gardens with very few exceptions as it could remove significant vegetation that is normally managed through codes.
	4.5.1 ground mounted solar energy installations	Concerned there is no height limit for ground mounted solar energy installations, with potential amenity and solar access issues for neighbours, and no heritage considerations.
	4.6.2 use or development in a road reserve or on public land	No consideration of impacts of outdoor seating and impacts on car parking requirements. Unclear why reference to council by-laws have been removed.
	4.6.3 fences within 4.5m of a frontage	Exemption fences should be limited to 1.2m in height. Concerned that a fence up to 1.8m with 30% transparency will result in poor outcomes.
		Suggest incorporating an exception to the exemption for and any applicable standard in a Particular Purpose Zone or Specific Area Plan. This could enable an LPS to address front fencing as appropriate to an area.
	4.6.5 fences for security purposes	Whilst there may be reasons for a security fence to be solid, solid fences have a significant impact on the streetscape and should not be exempt. A solid fence also directly conflicts with the objective for landscaping in clauses 19.4.3 and 18.4.5 of the SPPs.
	4.6.6 fences in the Rural Zone or Agriculture Zone	The exemption should be amended to avoid solid fences. Solid fencing in these zones has a significant impact on the rural character, particularly if above 1.2m and across large frontages.
	the second second	The exemption should not allow native vegetation to be removed.

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Section	Clause/Provision	Issues Raised
	Exemptions – restrictions for protecting electricity infrastructure corridors	TasNetworks has identified the following SPP exemptions as requiring revision to exclude development within the electricity transmission corridor due to the potential impacts on electricity infrastructure: • 4.3.6 unroofed decks • 4.3.7 outbuildings • 4.3.8 outbuildings in Rural Living Zone, Rural Zone or Agriculture Zone • 4.3.9 agricultural buildings and works in the Rural Zone or Agriculture Zone • 4.3.11 garden structures • 4.5.1 ground mounted solar energy installations • 4.5.2 roof mounted solar energy installations • 4.6.8 retaining walls • 4.6.9 knd filling • 4.6.13 rain-water tanks • 4.6.14 rain-water tanks in Rural Living Zone, Rural Zone, Agriculture Zone or Landscape Conservation Zone • 4.6.15 fuel tanks in the Light Industrial Zone, General Industrial Zone, Rural Zone, Agriculture Zone or Port and Marine Zone • 4.6.16 fuel tanks in other zones
	New exemption – maintenance and improvements to existing fire trails and other fire protection infrastructure	Suggest an exemption for routine maintenance and improvements to existing fire trails and other fire protection infrastructure. Fire trails are not covered by the current exemption in clause 4.2.4 of the SPPs for road works as a fire trail does not meet the definition of a 'road'. The exemption could require works to be in accordance with a plan for fire management endorsed by the Tasmanis Fire Service or the other entities involved in fire management (e.g. Sustainable Timbers Tasmanis, Parks and Wildlife Service and councils).
6.0 Assessment of an Application for Use or Development	6.1.2 Application requirements	All Councils have direct access to all title information and therefore no title information should be required. The provision of title information makes that information public and there is no public benefit or need for that.

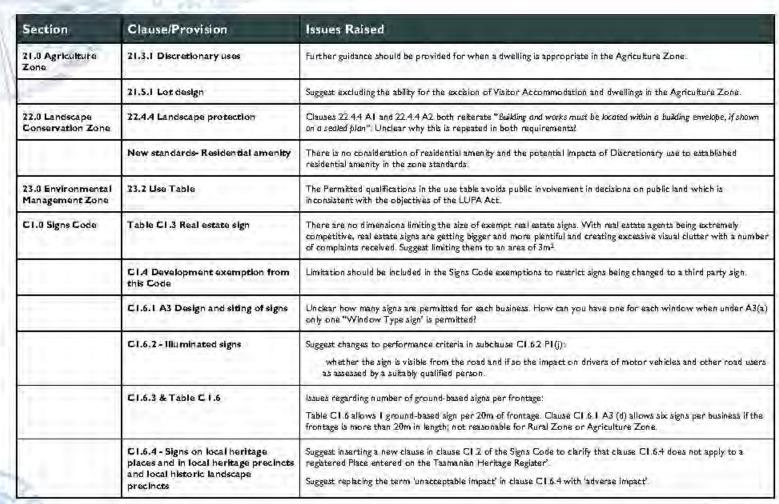
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State Planning Provisions (SPPs) Review – Summary of previous issues raised on the SPPs

Section	Clause/Provision	Issues Raised
	6.1.3 Application requirements	Local historic heritage is absent from clause 6.1.3 that lists the categories that planning authorities can require additional information in relation to.
7.0 General Provisions	7.1 Changes to an Existing Non- conforming Use	Unclear if you can change to another non-conforming use.
	7.3 Adjustment of a boundary	Suggest quantifying the change in lot size that is allowable for a minor boundary adjustment to avoid confusion.
	7.4 Change of Use of a Place listed on the Tasmanian Heritage Register or a Local Heritage Place	Should require the preparation of a heritage impact statement and conservation management plan.
	7.6 Access, and Provision of Infrastructure Across Land in Another Zone	Suggestion for bushfire protection works to also be included to allow for a bushfire hazard management area or perimeter fire trail within an adjoining zone that prohibits a particular use class to which the works relate (e.g. residential)
	7.12 Sheds on vacant sites	Need to clarify how sheds on vacant sites are intended to be assessed if they do not meet the requirements in clause 7.12. Also unclear how this provision works with regard to the use of the shed. This provisions should also apply to the General Residential Zone.
-	New general provision – subdivision	Some interim planning schemes made it clear at clause 9.10 (special provisions) which subdivision were discretionary, particularly referencing the requirements of the Local Government (Building and Miscellaneous Provisions) Act 1993.
	New general provision – subdivision along zone boundaries	Suggest a new general provision to allow subdivision to occur along lot boundaries, particularly for instances where it creates lots that are below the minimum required for that zone.
Zones	General - fence requirements	Front fencing requirements should be provided in all residential and commercial zones.
-	General - vegetation requirements	Suggest including vegetation clearing requirements in the Rural Living Zone and Rural Zone.
10.0 Low Density Residential Zone	10.2 Use Table	Suggest including maximum floor area standards for the General Retail and Hire Use Class in the Low Density Residential Zone .
	I 0.4 Development Standards for Dwellings -I 0.4.3 A2 setback	The 5m side and rear setback requirement is excessive. Suggest staggered side and rear boundary setbacks for the Low Density Residential Zone, such as: 1.5m if less than 1200m²;

 $Page \ \theta \ of \ I \delta \\$ State Planning Provisions (SPPs) Review – Summary of previous issues raised on the SPPs

Section	Clause/Provision	Issues Raised
		3m if between 1200 and 2500m ² ; and 5m otherwise.
	10.4 Development Standards for Dwellings -10.4.4 PI(b) Site Coverage	Suggest expanding the performance criteria for site coverage to include reference to the capacity of the site to manage wastewater in addition to runoff.
General Residential Zone and Inner Residential Zone	Issues raised on the General Resident Standards – Issues Paper.	ial Zone and Inner Residential Zone are included in the Review of Fasmania's Residential Development
I I .0 Rural Living Zona	11.4.2 A4(b) - setbacks for sensitive uses	Suggest this should be limited to "an existing building for a sensitive use on the site is within 200m"
	11.5.1 Lot design	Suggestion to include a 5000m² minimum lot size for subdivision. Question whether the 10ha minimum lot size is necessary.
	New standard - building design	Suggest including design standards to maintain character and minimise visual impact of development.
	New standard – natural and landscape values	Suggest introducing provisions for protection of existing natural and landscape values in the Rural Living Zone as there are no design standards in this zone for regulating these values.
Industrial Zones (Light Industrial Zone and General Industrial Zone)	New development standard - fencing	A fencing standard should also be inserted into the Light Industrial Zone and General Industrial Zone similar to those in the interim schemes for those zones.
	New development standard – building design	There should be building design requirements to deliver quality design for industrial buildings.
Rural Zone and Agriculture Zone		Concerned that the Rural Zone and Agriculture Zone provide for an unlimited number of sheds.
	20.4.3 & 21.4.3 Access for new dwellings	The standard should allow for legal access to a dwelling via a Crown Reserved Road.

 $\label{eq:Page 9 of 16} Page 9 of 16 \\ State Planning Provisions (SPPs) Review — Summary of previous issues raised on the SPPs \\$



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Section	Clause/Provision	Issues Raised
	Table CI.6 Blade sign	A blade sign should not be prohibited in the Rural zone and Agriculture zones. A blade sign is often the most sophisticated of signage designs.
C2.0 Farking and Sustainable Transport Code	General – car parking space requirements	Concern that the car parking space requirements are excessive and do not encourage other forms of sustainable transport (e.g. public transport and active transport) and impacts on liveability.
	C2.6,2 Design and layout of parking areas	Clause C 2.6.2 A1.1 should be reviewed as there are many parts of it that are ambiguous and confusing. For example there are parts of A1.1(a) that do not pick up important features of the Australian Standard. However, the way it is worded (i.e. (a) or (b)) means that necessary parts of the AS aren't included in (a).
	C 2.5.1 - Use Standards	Suggest new clauses under clause C2.5.1 requiring provision of accessible parking to link with the development standards in clauses C2.6.2 A1.2 and C 2.6.5 A1.2.
	C2.6.2 and Table 2.3	Technical issues - the design for parking in clause C2.62, which refers to Table C2.3 for width and length of car parking spaces and aisles, is different to AS2890. I figures 2.2 and 2.5.
	Table C2.I - Parking Space Requirements	Suggest car parking ratios for café and restaurant be consistent of I space per I5m ² as currently the number of car parking required for café is unreasonable compared to that for restaurant.
	Table C2.2 - Internal Access Way Widths for Vehicles	The widths specified for access ways are inconsistent with the bushfire requirements and with the Australian standards. For uses that require I to 5 spaces, the passing bay width is not wide enough for two vehicles to pass.
C3.0 Road and Railway Assets Code	C3.2 - application of the code	Suggest applying the noise attenuation provisions in the Code based on mapped overlays or more accurate on- ground information for situations where road infrastructure has been upgraded.
C6.0 Local Historic Heritage Code	Application of Code - significant trees	Suggest creating a standalone Code for Significant Trees.
	Application of Code – places listed on the Tasmanian Heritage Register (THR)	Suggest modification to ensure that places listed both locally and on the THR are only required to be assessed by the Tasmanian Heritage Council.
	C5.6.1 - Demolition	Suggested changes: • In C6.6.1 Objective and the PI preamble, replace the words 'unacceptable impact' with 'adverse impact'.

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State Planning Provisions (SPPs) Review – Summary of previous issues raised on the SPPs

Section	Clause/Provision	Issues Raised
		 Delete C6.6.1, PI (g) whether demolition is a reasonable option to secure the long-term future of a building or structure. Delete C6.6.1, PI (h) any economic considerations.
C7.0 Natural Assets Code	General	Suggest reviewing Natural Assets Code to: * recognise the <u>Regional Ecosystem Model</u> as the basis for the Priority Vegetation overlay. * review the composition of the Regional Ecosystem Model to ensure it provides a suitable data base to deliver the functions and protections of the Natural Assets Code, RMPS and the Act; and * have State take on ownership and maintenance of the REM as part of the Natural Assets Code. Suggest revision of the LPS mapping to include all species and vegetation communities listed under the Threatened Species Protection Act 1995, Nature Conservation Act 2002 and Environment Protection and Biodiversity Conservation Act 1999, and revision of the Priority Vegetation layer:
	C7.2 Application of this Code	Suggest allowing the priority vegetation overlay to apply to the Agriculture Zone and provide suitable exemptions for agricultural use in accordance with a Forest Practices Plan. Suggest not applying the Future Coastal Refugia area provision to the Open Space zone as it will constrain future use and development of existing key community facilities.
of native vegetation C7.3 Definition of terms vegetation C7.4 Use or developmen from this Code C7.6.I Buildings and wor waterway and coastal program of the code coastal program of the coastal program of	C7.3 Definition of terms - clearance of native vegetation	Suggest inserting a definition of 'clearance of native vegetation' to clarify the scope of assessment under the Natural Assets Code and avoid confusion with definition of 'clearance and conversion'.
	C7.3 Definition of terms – priority vegetation	Suggest deletion of the definition of 'priority vegetation'. There is no need to define the term due to the priority vegetation area overlay being an expression of the aggregated data – the provisions should express the action without a further question being raised on the meaning of 'priority vegetation' within the operation of the standards.
	C7.4 Use or development exempt from this Code	The SPPs should close the substantive loophole for certified forest practices plans in the Code exemption. The purpose of the exemption is to avoid assessment duplication, but fails to take account of the different appreciation of scale of forestry practices compared to development practices and the differing assessment models. This should be discussed further with relevant agencies and resolved.
	C7.6.1 Buildings and works within a waterway and coastal protection area or a future coastal refugia area	Suggest removing the prohibition on development that is not reliant on a coastal location, it does not allow an applicant to demonstrate that the development is in accordance with the other requirements in clause C7.62 P2.1.

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State Planning Provisions (SPPs) Review - Summary of previous issues raised on the SPPs

Section	Clause/Provision	Issues Raised
100	C7.6.2 Clearance within a priority vegetation area	Clause C7.62 does not deliver the stated objectives and gives no guidance on the underlying policy or intended outcome:
		Clause C7.62 Pt. I and Pt.2 should not limit the purpose of the vegetation clearance, instead it should answer the simple question of whether the native vegetation should be cleared and the maintenance of habitat to provide for the ongoing survival of priority species.
		Suggest the code establish an approach of 'avoid, minimise, and offset' based on the scarcity of the vegetation community similar to the Southern Region's interim planning schemes.
	C7.6.2 Clearance within a priority vegetation area (offsets)	There is a question of law over whether planning schemes can regulate off-site biodiversity offsets – offsets should also be a last resort. Offset principles are operated within other systems such as dam and forestry assessment and the matter may be worthy of consideration for development assessment.
		SPO Note: Clause C7.6.2 P1.2 only refers having regard to 'on-site' biodiversity offsets.
	C7.7.2 Subdivision within a priority vegetation area	Clause C7.72 does not deliver the stated objectives and give no guidance on the underlying policy or intended outcome.
	Table 7.3 - Definition of Waterway and Coastal Protection Areas	The definition means that the protection area needs to be physically measured each time, rather than relying on the buffers included in the mapping.
		Suggest amending the definition as below:
		means land:
	111	(a) shown on an overlay map in the relevant Local Provisions Schedule as within a waterway and coastal protection area; or
	14	(b) within the relevant distance from a watercourse, wetland, lake or the coast that is not mapped in the Local Provisions Schedule shown in the Table C7.3 below, but does not include a piped watercourse or piped drainage line.
		The depiction of a watercourse, or a section of a watercourse on an overlay map in the relevant Local Provisions Schedule, is definitive regardless of the actual area of the catchment.
C8.0 Scenic Protection Code	C8.6.1 Development within a scenic protection area	Suggest modifying provisions to allow for the protection to scenic coastal and rural areas, not just ridgelines and skylines.
	General	Suggest fully revising C8.0 Scenic Protection Code addressing the particular issues:

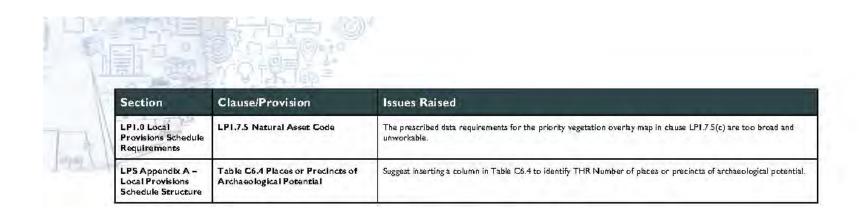
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Section	Clause/Provision	Issues Raised
12.20		 A focus on skylines and not all scenic landscapes, in that the Code does not adequately provide for landscapes in coastal areas, river estuaries, or highly scenic rural areas. There is also no definition for skyline.
		 Improve the ability of the code to comply with strategies identified in the <u>Regional Land Use Strategies</u> for management of scenic resources and the Objectives of the Resource Management and Planning System and the LUPA Act for sustainable development, management of resources and consideration of intergenerational impacts.
		 There are difficulties in interpreting and applying the Scenic Road Corridor provisions, and limited ability to provide scenic protection in any instance.
		There is limited scenic protection within Rural and Agricultural Zones.
		 The intent to protect hedgerows and exotic trees close to scenic road corridors under the Code is effectively removed by the vegetation removal exemption at Clause 4.4.1 or Clause 4.4.2.
		 Consider the impacts of the exemptions on the function and purpose of the Code.
		 Provide recognition for the significance of scenic values (such as national, state and local) and the impacts of development on them.
		 provide recognition for the significance of scenic values (such as national, state and local) and the impacts of development on them.
C9.0 Attenuation	C9.2 Application of the Code	Suggest insertion of the following:
Code		C92.5 The code does not apply to sensitive uses, or subdivision if it creates a lot where a sensitive use could be established, within an attenuation area, where there are existing sensitive uses located between the use or development and the activities listed in Tables C9.1 and C9.2.
	C9.4.1 Use or Development Exempt	Suggest adding a part (c) under clause C9.4.1:
	from this Code	(c) Development for uses which are no permit required or permitted in the subject zone where development is proposed.
CII.0 Coastal Inundation Hazard Code	CII.4 Use or development exempt from the code	Suggest amending clause CII.4.1 to insert: use of land within a low or medium coastal inundation hazard band and in an urban zone, excluding for a critical use, hazardous use or vulnerable use.
	CII.5 Use Standards	Redraft clauses CTL5 and CTL6 to: • remove requirements for uses to rely on a coastal location to fulfil its purpose in non-urban zones;

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Section	Clause/Provision	Issues Raised
Bulk.	CII.6 Development Standards for Buildings and Works	align the drafting with the approach to managing landslip hazards.
C12.0 Flood Prone Areas Hazard Code	General	Suggest introducing Acceptable Solutions to the Flood Prone Areas Hazard Code standards to enable a Permitted pathway for use and development within a flood prone hazard areas overlay map.
	C12.2.5 Application of the Code	Clause C12.2.5 should be deleted. It is critical that the Flood-Prone Hazard Code and Coastal Inundation Hazard Code are considered together if they overlap. A combined flooding and inundation event could increase the risk significantly and it would be negligent not to consider one of these factors when assessing future use and development.
C13.0 Bushfire Prone Areas Code	General	Suggest the Code should not require a Bushfire Hazard Management Plan to consider the suitability for a house where the subdivision is not to facilitate residential use.
C14.0 Potentially Contaminated Land Code	C14.0 Potentially Contaminated Land Code	Suggest that a mapped overlay is not a reasonable approach to apply the Potentially Contaminated Land Code; a non-statutory mapped overlay published to LIST map is preferable.
C15.0 Landslip Hazard Code	General	Suggest there will be unnecessary risk and no tangible benefits allowing private Building Surveyors in decision making for areas of known risk. Suggest reviewing the requirement for mapping that is developed and maintained by the State Government to be part of the Local Provisions Schedule and consider if some mapping should be part of the State Planning Provisions.
	C15.4 Use or Development Exempt from this Code	Suggest amending clause CI5.A.I item (c)(iv) to: (c) Utilities, excluding a hazardous use. Suggest amending clause CI5.A.I item (d) to: (d) development on land within a low hazard band that requires authorisation under the Building Act 2016.
1111	C15.6.I Building and works within a landslip hazard	Suggest inserting under C15.6.1 A1: A Geotechnical Practitioner has issued a Form D Geotechnical Declaration Minor Impact prepared under the Australian Geomechanics Society – Practice Note Guidelines for Landslide Risk Management 2007 for the building and/or works.

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07/22.7.0 COUNCIL MEETING ACTIONS

07/22.7.1 Outstanding Matters



COUNCIL RESOLUTIONS - MEETINGS - PUBLIC 11/07/2022





COUNCIL RESOLUTIONS PLAN

COUNCIL RESOLUTIONS JUNE 2022

Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
(08	27/06/2022	31/07/2022	06/22.6.1.106 - DA068-2022 - Alterations to an Existing Building and a Change of Use - Gallery to Cafe - 37 Main Street, St Marys	DA068 2022 Alterations to an Existing Building and a Change of Use Gallery to Cafe 37 Main Street, St Marys		Senior Town Planner
	27/06/2022	31/07/2022	06/22.6.2.107 - DA286-2021 - Legalisation of Shed and New Pod for Visitor Accommodation - 20742 Tasman Highway, Chain of Lagoons	DA286 2021 Legalisation of Shed and New Pod for Visitor Accommodation 20742 Tasman Highway, Chain of Lagoons		Senior Town Planner
	27/06/2022	31/07/2022	06/22.6.3.108 - Report on Representations to the Draft Break O'Day Council Local Provisions Schedule (LPS)	That the Planning Authority endorse 'Break' O'Day Draft Local Pravisions Schedule Section 36F Report'including 'Tables far Attachment I' as its report pursuant to Section 35F of the Land Use Planning and Appravals Act 1993 and forward to the Tas manian Planning Commission excluding the content of Representation No 7 and the Planning Authority is satisfied that the draft LPS meets the LPS criteria.		Senior Towr Planner

Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
0%	27/06/2022	31/07/2022	06/22.6.3.109 - Report on Representations to the Draft Break O'Day Council Local Provisions Schedule (LPS)	That the Planning Authority endorse 'Break' O'Day Draft Local Provisions Schedule Section 35F Report including 'Tables for Attachment I' as its report pursuant to Section 35F of the Land Use Planning and Approvals Act 1993 and forward to the Tasmanian Planning Commission relating to the content of Representation No 7 and the Planning Authority is satisfied that the draft LPS meets the LPS criteria		Senior Town Planner
0%	27/06/2022	31/07/2022	06/22,6.3.110 - Report on Representations to the Draft Break O'Day Council Local Provisions Schedule (LPS)	That the Planning Authority, pursuant to section 6 of the Land Use Planning and Approvals Act 1993, delegate to the General Manager and Development Services Coordinator (or persons acting in those positions) its powers and functions to: a) modify the reports submitted under sections 35F if a request is received from the Tasmanian Planning Commission for further information; and b) represent the planning authority or appoint a representative for the planning authority at hearings pursuant to Section 35H.		Senior Town Planner
0%	27/06/2022	31/07/2022	06/22.8.1.111 - Petition - Speed Limit Reduction for Falmouth	That Council receive the petition and note that the Manager Infrastructure and Development Services will provide a full report on this matter.		Manager Infrastructure and Development Services
100%	27/06/2022	31/07/2022	06/22.13.4.115 - Adoption of 2022 - 2023 Budget Estimates & Rates Resolution	That Council adopt the 2022/2023 Budget Estimates document inclusive of: 1. Budget Income Statement 2. Budgeted Statement of Financial Position 3. Budgeted Cash Flow Statement	Budget adoption confirmed with Finance Manager and staff and rates for 2022/2023 updated and forwarded to printed for issuing rate notices. Website updated with budget, matter is complete.	Manager Corporate Services
100%	27/06/2022	31/07/2022	06/22.13.5.116 - Policy Review - LG47 - Personal Information Protection Policy	That Policy LG47 Personal Information Protection be adopted as amended.	Policy has been updated on documents and on the website, matter is complete	Manager Corporate Services

Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
05	27/06/2022	31/08/2022	06/22.14.3.120 - Legge Street, Falmouth	That Council assume ownership of and include Legge Street – Falmouth Transport Segment ID 60 71347 in the Council road register and provide written advice to Property Services at the Department of Natural Resources and Environment Tasmania.		Manager Infrastructure and Development Services
				That Transport Segment ID 6071347 be managed as a Class 5 road.		
100%	27/06/2022	31/07/2022	06/22.15.2.122 - Bendigo Bank Community Stadium - Review of Fees	That Council adopt the new fee schedule set out below for the Bendigo Bank Community Multipurpose Stadium.	Fees & charges updated on documents and on website, matter is complete	Manager Corporate Services
er.	27/06/2022	31/10/2022	06/22.15.3.123 - Outdoor Exercise Equipment - Scamander	That Council work with the Scamander Community to decide on the following: -location of outdoor gym equipment to be placed; and		Manager Community Services
				what pieces of equipment they would like to use in this space.		
0%	27/06/2022	31/10/2022	06/22.15.3.123 - Outdoor Exercise Equipment - Scamander	That Council seek external funding to cover the cost of this project.		Manager Community Services
100%	27/06/2022	31/08/2022	06/22.17.3.129 - Emergency Accommodation	That Council write to the relevant State Government Ministers and the Department of Communities Tas mania requesting that as a matter of urgency they investigate the	Correspondence sent to relevant Ministers. Matter raised with Premier and Ministers during the Regional Cabinet meeting on 27 June 2022.	General Manager
				potential of turning the old St Helens Hospital in Circassian Street into Emergency Accommodation as a temporary measure.		

COUNCIL RESOLUTIONS MAY 2022

Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
60%	16/05/2022	31/07/2022	05/22.9.1.87 - Notice of Motion - Provision of Crossing in Main Street, St Marys - Clr J Drummond	information of Council at a future meeting and	A workshop report was prepared for Councillor information and discussion - July 2022 Workshop. Follow-up assessment of truck turning sweep into and out of Story Street to be detailed and discussed with State Growth so as to enable a draft road crossings arrangement to be detailed for further discussion with Council and subsequent public review and comment.	Manager Infrastructure and Development Services
				That Council re-consider the provision of pedestrian cross over points and/or traffic islands in the Main Street of St Marys.		
50%	16/05/2022	31/07/2022	05/22.9.2.88 - Notice of Motion - Signage for Town Hall Car Park, St Marys - Clr J Drummond	65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation: That Council invest in better signage for the Town Hall Car Park in St Marys. This signing to include the entry points to town so that visitors, as well as locals, know of, and are	Service signage being Parking Signage with disabled parking insert were placed at the entrances to the St Marys Community Hall car park in 2015. The existing signage is highly visible from Main Street (in both directions). The existing signage complies with the Tasmanian Roadside Signage Manual and does not require alteration. At that time additional signage advising parking available at the car park was proposed to be placed near Cameron Street and Story Street. The reason for not proceeding with the placement is unknown and requires further discussion with State Growth. State Growth to provide detail of considerations and/or decisions made about additional signage proposed at that time.	Manager Infrastructure and Development Services

07/22.7.1 Outstanding Matters

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Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
60%	16/05/2022		A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:		Manager Infrastructure and Development Services	
			That Council work with community groups and provide free use of the St Marys Town Hall, so that a Repair Cafes can be established and run by volunteers on a regular basis.			

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COUNCIL RESOLUTIONS APRIL 2022

Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
100%	20/04/2022		04/22.15.2.74 - Draft Community Engagement Strategy - Community Engagement	That Council endorses the Draft Community Engagement Strategy to go out to the Break O'Day community for feedback as per the	The Draft Community Engagement Strategy was opened up to community consultation on 28 March and closed on 8 June. The survey received 35 responses.	Communications Coordinator
				Communications Plan:	These responses were taken in to consideration and the Strategy re-drafted.	
33%	20/04/2022	30/09/2022	04/22.17.2.80 - Break O'Day Recreational Trails Strategy	That Councillors receive the Break O'Day Recreational Trails Strategy - Draft for Consultation Report and that community feedback be sought	Community Engagement Plan developed for the draft Recreational Trails Strategy and implementation commenced. Anticipated that finalised Plan will be adopted by Council at the September Council meeting.	Trails Project Manager

07/22.7.1 Outstanding Matters **140**

COUNCIL RESOLUTIONS FEBRUARY 2022

Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
75%	21/02/2022	30/06/2022	02/22.16.2.33 - DA265-2021 - Petition to Amend Sealed Plan - Ansons Bay	the Legal Covernment (Building and	Hearing proceedings commenced on 14 June 2022 and adjourned to enable representors to make submissions if they wish in relation to part of the process	Senior Town Planner
75%	21/02/2022	06/09/2022	02/22.16.2.33 - DA265-2021 - Petition to Amend Sealed Plan - Ansons Bay	Following any hearing, the Senior Planner is to prepare a report, including recommendations for decision by the appointed hearing panel, including supporting evidence and matters considered, for the consideration of Council at the next scheduled council meeting.	Council Officers have actioned and Councils Solicitor have been engaged to assist with hearing procedures	Senior Town Planner
100%	21/02/2022	31/03/2022	02/22.16.4.37 - Future Potential Productions Forest (FPPF) Land in Break O'Day	Break O'Day and ask it to inform and consult with stakeholders of options for the	Council has written to the Minister of Resources expressing its concern for Future Potential Production Forest Land in Break O'Day and requested it be consulted early, on options for its future and not just be informed of decisions. When a response is recieved it will be reported to Council. Future Potential Production Forest Land in Break O'Day will be an on-going concern for Council.	NRM Facilitato
50%	21/02/2022	31/03/2022	02/22.16.5.39 - Management of Freshwater Resources and Water Quality	and advice from state water managers and independent experts on freshwater management arrangements and development initiatives in Tasmania, and their adequacy for ensuring the ecologically	The Tasmanian Government has made a number of announcements recently in response to water management concerns that continue to be raised across the state. Council's Natural Resource Management Committee is considering the shifting situation and the parts freshwater and river management science, government agencies and boidies and interst groups can play to inform Council and the community about implications for Break O'Day.	NRM Facilitato

07/22.7.1

Outstanding Matters

COUNCIL RESOLUTIONS NOVEMBER 2021

Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
100%	15/11/2021	31/12/2021	11/21.13.6.244 - Council's Operational Banking Activities	That Council authorise management to transfer banking operations from Commonwealth Bank to Community Bank St Helens - St Marys.	Transition of operational banking activities to Community Bank is effectively complete. Although CBA bank account will be in place to track and close off any carry-over transactions, the matter is considered complete.	Manager Corporate Services
	15/11/2021	31/01/2022	11/21.14.5,249 - Terrys Hill Road, Goshen	Council pursue DPIPWE to fulfil their maintenance responsibilities on Terry Hills Road and that Council approach the State Government with the view of potentially providing the State a road maintenance	Councils Manager Infrastructure & Development Services wrote to the Parks and Wildlife Service - Regional Manager North with the objective of being able to provide an initial and timely response to the Council.	Manager Infrastructure and Development Services
75%				service paid for by the State Government.	In response, such a request has the potential to be a rather large budget commitment to government and outside the authority of the regional manager. Council may consider discussing with the Secretary of Natural Resources and Environment Tasmania (NRET). Normal tender processes apply.	
					Matter to be tabled for future discussion with the Secretary of Natural Resources and Environment Tasmania (NRET).	

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COUNCIL RESOLUTIONS OCTOBER 2021

Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
95%	18/10/2021	31/12/2021	10/21.14.3.223 - Maintenance and Improvements to Boat Launching Ramps at Stieglitz Beach	That the Break O'Day Council Marine Strategy include identification and development of an alternative launching facility to the Stieglitz boat ramp	An Agenda Report has been prepared for a decision at the July 2022 Council meeting.	Manager Infrastructure and Development Services

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COUNCIL RESOLUTIONS SEPTEMBER 2021

Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
26	20/09/2021	30/09/2022	09/21.16.5.208 - Intention to Make a New By- Law - Keeping of Roosters and Other Animals	In accordance with section 156 of the <i>Local</i> Government Act 1993, Council resolves to make a by-law for the regulation of keeping roosters and other animals.	Initial project scoping and research has commenced.	Development Services Coordinator

07/22.7.1 Outstanding Matters **144**

COUNCIL RESOLUTIONS AUGUST 2021

Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
65%	16/08/2021	30/09/2021	08/21.13.4.178 - Electric Vehicle Charging Station Proposal for Fingal	a joint funding agreement for the installation and operation of such a charging station.	for all the same and a second of the Bosses and all the	Manager Corporate Services

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COUNCIL RESOLUTIONS MAY 2021

Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
75%	17/05/2021	31/08/2021	05/21.9.2.103 - Notice of Motion - Investigations into a Swimming Pool and Hydra-therapy Pool - Cir M Tucker			General Manag

| 07/22.7.1 Outstanding Matters | **146**

COUNCIL RESOLUTIONS APRIL 2021

Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
95%	19/04/2021	30/06/2021	04/21.14.3.88 - St Marys Recreation Ground Lighting	That:Council consider the logistics and validity of relocating the St Heiens lights with particular attention paid to the ongoing cost of maintaining and running the lights.	The old St Marys Rec Ground lighting are unfit for re-use. The electrical supply ring-main also requires replacement. The existing recreational ground lights at the St Helens Rec Ground (electrical and structural components) are to be inspected when removed from service, for suitability for use at St Marys. A report to be provided to Council at that time. Lights at the St Helens recreational ground are expected to be replaced towards the end of 2022.	Manager Infrastructure and Development Services
0%	19/04/2021	30/06/2021	04/21.14.3.88 - St Marys Recreation Ground Lighting	That Council continues to work with Hub4Health in relation to potential upgrades to the gym building and surrounding areas.	No action at this time	Manager Infrastructure and Development Services

07/22.7.1 Outstanding Matters

COUNCIL RESOLUTIONS FEBRUARY 2021

Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
10%	15/02/2021	31/08/2021	02/21.16.4.50 - Draft Policy LG55 - Use of Conferencing Technology to Attend Council Meetings and Workshops Policy	That Council note the draft Policy LG55 – Use of Conferencing Technology to Attend Council Meetings and Workshops Policy and await the outcome of the Local Government Act review.	Review is completed.	Executive Assistant

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COUNCIL RESOLUTIONS FEBRUARY 2020

Current Co	Meeting	Due Date	Goal	Resolution / Action	Update	Owner
95%	17/02/2020	31/05/2020	02/20.8.1.13 - Notice of Motion - St Helens Foreshore Playground Sun Shade - Clr M Osborne			Manager Infrastructure and Development Services

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COUNCIL RESOLUTIONS NOVEMBER 2019

Current Co	Meeting	Due Date	Goal	Resolution / Action	- Update	Owner
50%	18/11/2019	29/02/2020	11/19.8.1.266 - Notice of Motion - Bike / Pedestrian Track, Swimcart to Binalong Bay Road - Clr G McGuinness	A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation: That Council investigates the best route for a dual access, (bike/pedestrian), dual direction track between Swimcart Beach and the "yet to be built" dual access Binalong Bay Rd. track.	discussed with Parks & Wildlife Service and work is ongoing with a private land owner.	Manager Infrastructure and Development Services
20%	18/11/2019	31/12/2021	11/19.8.1.266 - Notice of Motion - Bike / Pedestrian Track, Swimcart to Binalong Bay Road - Clr G McGuinness	That Council seeks funding to enable this track to be built as soon as practical.	Discussions and investigations have occured with PWS and private landowner in relation to the potential alignment. Information presented to Council workshop in relation to the alignment	Manager Infrastructure and Development Services

07/22.7.1 Outstanding Matters

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07/22.8.0 **PETITIONS**

Nil.

07/22.9.0 NOTICES OF MOTION

Nil.

07/22.10.0 COUNCILLOR'S QUESTIONS ON NOTICE

Nil.

07/22.11.0 COUNCILLOR'S QUESTIONS WITHOUT NOTICE

Regulation 29 of the Local Government (Meeting Procedures) Regulations 2005 specifies that in putting a Question Without Notice a Councillor must not offer an argument or opinion, draw any inference or make any imputations except so far as may be necessary to explain the question.

The Chairperson must not permit any debate of a Question without Notice or its answer.

07/22.12.0 MAYOR'S & COUNCILLOR'S COMMUNICATIONS

07/22.12.1 Mayor's Communications for Period Ending 18 July 2022

28.06.2022	St Helens	 Regional Cabinet Meeting and various meetings and media events with Ministers
01.07.2022	Hobart	 Local Government Association of Tasmania (LGAT) – Annual General Meeting
04.07.2022	St Helens	Council Workshop
10.07.2022	St Helens	 St Helens History Room - Book Launch – Gary Richardson's Safe Passage
13.07.2022	Launceston	 Northern Tasmania Development Corporation (NTDC) – Strategic Planning Workshop
18.07.2022	St Helens	 Council Meeting

07/22.12.2 Councillor's Reports for Period Ending 18 July 2022

This is for Councillors to provide a report for any Committees they are Council Representatives on and will be given at the Council Meeting.

- St Helens and Districts Chamber of Commerce and Tourism –Clr Margaret Osborne OAM
- NRM Special Committee Clr Janet Drummond
- East Coast Tasmania Tourism (ECTT) Clr Barry LeFevre
- Mental Health Action Group Clr Barry LeFevre
- Disability Access Committee Clr Janet Drummond
- Bay of Fires Master Plan Steering Committee Clr Glenn McGuinness

07/22.13.0 BUSINESS AND CORPORATE SERVICES

07/22.13.1 Corporate Services Department Report

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	018\018\001\
ASSOCIATED REPORTS AND	Nil
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

The purpose of this report is to provide Councillors with an update of various issues which have been dealt with in the Business and Corporate Service Department since the previous Council Meeting.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report – Council consideration at previous meetings.

OFFICER'S REPORT:

Corporate Services Staffing and Other Activities:

82% of dogs were re-registered by 30 June 2022, very comparable to 83% of dog re-registrations were received by 30 June 2021. A reminder forwarded by sms in the days beforehand was very effective in reminding owners of the approaching deadline. Follow up of the remainder will now follow.

Finance staff are extremely busy as the transition from the Navision finance system to Xero comes into effect – apart from normal end of financial year activities. This is flowing on to generally impact on corporate services resources.

The Bendigo Community Bank is now active as Council's operating financial institution and phasing out of CBA transactions is underway.

Meetings Attended:

Meetings and others actions reduced as focus turned to closing off and handing over projects and activities.

Other Issues:

Investments – Term Deposits

BENDIGO:

Nil – CBA has been more competitive recently

CBA:

\$2,000,000	0.65%	Maturing 13 July 2022
\$1,000,000	1.03%	Maturing 21 July 2022
\$1,000,000	1.53%	Maturing 08 August 2022
\$2,000,000	1.62%	Maturing 18 August 2022
\$1,000,000	1.59%	Maturing 22 August 2022
\$1,001,479	2.20%	Maturing 04 October 2022
\$1,001,504	2.67%	Maturing 04 October 2022

Right to Information (RTI) Requests

One (1) request is currently being reviewed.

132 and 337 Certificates

	132	337
June 2022	42	26
May 2022	61	45
June 2021	58	31

Debtors/Creditors @ 6 July 2022

DEBTORS INFORMATION

Invoices Raised

	Curren	L
Month	Mth Value	YTD 21/22
56	\$ 389,718.52	921

Previous Year			
Month	YTD 20/21		
67	792		

CREDITORS INFORMATION Payments Made

Mth Value	YTD 21/22
\$ 1,394,251.44	4439

Prev	ious	Year

Month	YTD 20/21
420	4592

Work Health & Safety Coordinator

Discussions with the management team and regularly aiding enquiries concerning community groups hiring council facilities concerning COVID updates from the Tasmanian Government.

Continuously assisting managers with updates from Public Health and liaising with employees who were required to undertake a RAT. Follow up on testing results and provide advice to allow workers to return to work after the isolation period has been completed.

Monitored the monthly risk register review by managers who are on time with their reviews.

The Work Health & Safety Coordinator was informed of the following vandalism during the period of 17 June to 18 July 2022:

30 June 2022 - O'Connors Beach Toilet Block – stolen PVC and copper plumbing in male cubicles. Labour and material costs amount to approximately \$250.00.

Update on Council's Insurance Renewal for 2022/2023 Financial Year

Reviewed insurance renewal report from Council's risk advisor JLTA and updated the Manager Corporate Services and General Manager on significant changes.

The insurance industry continues to be in a period of significant rate hardening which started before the pandemic crisis. Insurers are relying upon premium adequacy to cover losses and generate profits by increasing rates, refining their risk appetite, reducing the capacity they are willing to offer, sharpening their underwriting, and incorporating restrictive language in their policies.

Given the limited number of insurers willing to participate in Council placements, underwriters are becoming increasingly frustrated by the additional work required, often for no beneficial outcome for their business. This has led to a sector-wide reputational issue for Councils in the insurance market.

Due to the hardening market, 9 out of 10 Council's portfolios experienced an increase in premiums. Council's good claim experience in 7 portfolios ensured an average increase between 3 to 15% whereby 2 portfolios, unfortunately, experienced increases in claims resulting in high payouts by the insurer. Cyber liability insurance remains an ongoing challenge resulting in demands for greater levels of controls being implemented by clients and causing a major increase in the Council's premium and deductibles.

RATES INFORMA	TION as at 7 July 2	022					
This financial Yea							
inis tinanciai tea							
	Rates Actuals Inc.	Rates Levied	Additional				
2021/2022	Annual	exid uding	Rates (Sup Val)	Total Rates	Pen al ties	linite reist	Rate
	Remissions	remissions	remain (and a seal)				Re missilons
General	8,014,869.19	7,959,087.33	0.00	8,014,859.19			
Waste	1.494.838.15	1.487.984.00	0.00	1.494.838.15	17.66		67.781.0
Wheelie	971.402.50	966,395,50	0.00	971.402.50	-	27.00	07,702.0
Fire:	382.385.15	382.246.63	0.00	387.385.15			
TOTAL	10,863,494.99	10,795,713.46	0.00	10,863,494.99	=	17.66	67,781.0
Last Finan dal Year							
	Rates Actuals Inc.	Rates Le vied					
2020/2021	Annual	excluding	Additional Total Bates F	Penal ties	lin to se st	Bate	
and the second	Remissions	remissions	Rates (Sup Val)				Re missions
General	7.665.865.61	7.615.142.20	0.00	7.665.865.61			THE THEE PERSON
Waste	1.312.200.00	1.305.100.00	0.00	1 317 200 00			
Wheelie	479.606.00	477.174.00	0.00	479,606.00		1.642.54	61.517.5
Recycling	390,600.00	388,500.00	0.00	390,600.00	-		04,41
Fire:	373.17452	373.012.42	0.00	373.174.52			
TOTAL	10221.446.13	10.159.928.62	0.00	10.221.446.13	-	1.642.54	61.517.5
IN INC.	10111.77013	200 200 000	0.00	20.111.770.12			
Instalime nts							
		ins talment	Outstan ding				
2021/2022		<	٠	Outstanding %			
7 September 2021	Instalment 1	2.698.035.76	2,481,763.03	91.98%			
9 November 2021	Instalment 2	2,699,226.00	2,535,126,42	93.92%			
1 February 2022	Instalment 3	2.699.226.00	2 552 844 39	94.58%			
3 May 2022	Instalment 4	2.699.226.00	2.563,410.94	94.97%			
•	TOTAL:	10,795,713.76	10,133,144.78	93.86%			
		ins talm ent	Outstan ding				
2020/2021		\$	\$	Outstanding %			
8 September 2020	instalment 1	2.537.255.62	2.335.498.16	92.05%			
10 November 2020	Instalment 2	2.540.891.00	2.396.410.57	94.31%			
2 February 2021	Instalment 3	2.540.891.00	2,409,664.88	94.84%			
4 May 2021	Instalment 4	2.540.891.00	2.418.854.15	95.20%			
	TOTAL:	10,159,928.62	9,560,427.76	94.10%			
PC							
Discount	Discount Claimed	No. of	Total Ratable	% of total			
2021/2022	1.42852	67	6.554	1.02%			

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

Services – To have access to quality services that are responsive to the changing needs of the community and lead to improved health, education and employment outcomes.

Strategy

- Work collaboratively to ensure services and service providers are coordinated and meeting the actual and changing needs of the community.
- Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

LEGISLATION & POLICIES:
Nil.
BUDGET AND FINANCIAL IMPLICATIONS:
BODGET AND THANCIAL HAIF LICATIONS.
Not applicable.
VOTING REQUIREMENTS:
Simple Majority.
Simple Wajority.

07/22.13.2 Monthly Financial Report

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Manager Corporate Services, Bob Hoogland
FILE REFERENCE	018\018\001\
ASSOCIATED REPORTS AND	Financial Reports
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That the following reports for the month ending 30 June 2022 be received:

- 1. Trading Account Summary
- 2. Income Statement
- 3. Profit and Loss Statements
- 4. Financial Position
- 5. Cash Flow
- 6. Capital Expenditure

INTRODUCTION:

Presented to Council are the monthly financial statements.

PREVIOUS COUNCIL CONSIDERATION:

Council considers financial reports on a monthly basis.

OFFICER'S REPORT:

The financial statements as shown below show the financial position of Council as at 30 June 2022.

Trading Account Summary

Council's current position for the month ending 30 June is summarised as follows:-

CASH AT BEGINNING OF PERIOD	13,416,789
TOTAL INCOME FOR PERIOD	1,831,791
TOTAL AVAILABLE FUNDS	15,248,580
LESS TOTAL EXPENDITURE	3,449,848
CASH AT END OF PERIOD*	11,798,732
OUTSTANDING SUNDRY DEBTORS 60 DAYS & OVER	4,244

^{*} confirmed with Navision Cash at End of Period

11,798,732

N.B. Cashflows in the short term are not equivalent to accounting surplus or deficit and therefore cash flows in the above statement will not necessarily equal figures shown elsewhere in this report.

Income Statement									
<u>2021-2022</u>									
			Year to						
		Year to Date	Date	2021-2022					
	2020-2021	Actual	Budget	Estimate	Comments				
INCOME									
Rates and Charges	9,770,000	10,412,708	10,216,483	10,216,483					
User Charges	1,313,000	1,049,712	910,591	910,591					
Grants	3,204,000	4,311,237	2,916,944	2,916,944	FAG early prepayment				
Other Income	278,000	282,565	122,000	122,000					
Investment Income	303,000	488,997	423,000	423,000					
Total Income	14,868,000	16,545,220	14,589,018	14,589,018					
Capital Income									
Capital grants	5,573,000	3,713,627	2,759,708	2,759,708					
Profit or Loss on Sale of Assets	(988,000)	172,235	120,000	120,000					
Total Income	19,453,000	20,431,082	17,468,726	17,468,726					
EXPENSES									
Employee Expenses	5,073,000	5,320,639	5,635,807	5,635,807					
Materials and Services	5,136,000	6,096,024	4,891,947	4,891,947	Priv Works, Floods, etc				
Depreciation and amortisation	3,802,000	3,932,666	3,773,148	3,773,148					
Other expenses	1,587,000	673,716	734,466	734,466					
Total Expenses	15,598,000	16,023,045	15,035,368	15,035,368					
Net Operating Surplus\(Deficit)	(730,000)	522,175	(446,350)	(446,350)					
Net Surplus\(Deficit)	3,855,000	4,408,037	2,433,358	2,433,358					

	Profit & Loss Statement								
		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments			
1600	Revenues								
1611	General Rate	7,706,862	7,603,116	7,603,116	101%				
1612	Waste Charges	1,320,156	1,302,700	1,302,700	101%				
1613	Fire Levy	375,393	372,656	372,656	101%				
1614	Tips & Transfer Stations	238,872	183,855	183,855	130%				
1615	Recycling Charges	392,860	386,232	386,232	102%				
1616	Early Settlement Discounts	(105,334)	(106,667)	(106,667)	99%				
1617	Wheelie Bin Charges	483,899	474,590	474,590	102%				
	Total Rates	10,412,708	10,216,483	10,216,483	102%				
	Environmental Health								
1622	Inspection Fees	195	6,000	6,000	3%				
1623	Health/Food Licence Fees & Fines	25,210	14,000	14,000	180%				
1624	Immunisations	1,187	1,000	1,000	119%				
	Total Environmental Health	26,591	21,000	21,000	127%				
	Municipal Inspector								
1631	Kennel Licences	1,644	1,200	1,200	137%				
1632	Dog Registrations	38,718	50,100	50,100	77%				
1633	Dog Impoundment Fees & Fines	750	2,500	2,500	30%				
1634	Dog Replacement Tags	161	-	-					
1635	Caravan Fees and Fines	69,000	65,000	65,000	106%				
1636	Fire Abatement Charges	-	2,000	2,000	0%				
1637	Infringement Notices	4,311	10,000	10,000	43%				
	Total Municipal inspector	114,583	130,800	130,800	88%				
	Building Control Fees								
1641	Building Fees	39,690	15,000	15,000	265%	Variable and difficult to budget for			
1642	Plumbing	46,630	50,000	50,000	93%				
1643	Building Search Fees	2,010	1,200	1,200	168%				
1644	Permit Administration	39,260	35,000	35,000	112%				
1645	Building Inspections	51,141	55,000	55,000	93%				
1647	Certificates of Likely Compliance	45,134	45,000	45,000	100%				
1651	Development Application Fees	147,289	70,000	70,000	210%				
1653	Subdivision Fees	15,348	3,500	3,500	439%				
1654	Advertising Fee	78,525	70,000	70,000	112%				
1655	Adhesion Orders	880	500	500	176%				
1656	Engineering Fees	11,556	2,000	2,000	578%				
1657	Public Open Space	24,987	20,000	20,000	125%				
1658	Illegal Building Fees	2,168	-	-					
	Total Planning & Bldg Control Fees	504,617	367,200	367,200	137%				

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
	Government Fees Levies					
1661	B.C.I Training Levy	45,334	30,000	30,000	151%	
1662	Building Permit Levy	22,667	17,000	17,000	133%	
1663	132 & 337 Certificates	139,460	120,000	120,000	116%	
1666	Right to Information	83	-	-		
	Total Government Fees Levies	207,543	167,000	167,000	124%	Volume higher than budgeted for.
	Investment Income					
1671	Interest Income	23,397	35,000	35,000	67%	
1676	Dividends - TasWater	465,600	388,000	388,000	120%	
	Total Investment Income	488,997	423,000	423,000	116%	
	Sales Hire and Commission					
1681	Sales	59,745	95,100	95,100	63%	
1682	Commission	19,095	14,491	14,491	132%	
1683	Equipment Hire	91	-	-		
1684	Facilities and Hall Hire	47,651	40,000	40,000	119%	
1685	Facilities Leases	69,796	75,000	75,000	93%	
1687	History Room Other Income	-	-	-		
	Total Sales Hire & Commission	196,378	224,591	224,591	87%	
	Other Income					
1761	Late Payment Penalties inc Interest	94,716	80,000	80,000	118%	
1765	Private Works	77,152	20,000	20,000	386%	Variable and difficult to budget for
1766	Cemetery	22,809	20,000	20,000	114%	
1767	Contributions	16,299	-	-		MTB Collective and others
1768	Miscellaneous Income	11,176	-	-		
	Total Other Income	222,153	120,000	120,000	185%	
	Reimbursements					
1773	Workers Comp. Recoveries	46,623	2,000	2,000	2331%	Offset for an expense item
1775	Roundings	(678)	-	-		
1776	Miscellaneous Reimbursements	7,424	-	-		
1778	GST free reimbursements	7,044	-	-		
	Total Reimbursements	60,413	2,000	2,000	3021%	
	Gain or Loss on Sale of Assets					
1781	Profit or Loss on Sale of Assets	172,235	120,000	120,000	144%	
	Total Gain or Loss on Sale of	172,235	120,000	120,000	144%	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
	Grant Income					
	Operating Grants					
1792	Financial Assistance Grant	4,082,460	2,896,944	2,896,944	141%	Early prepayment
1794	State Grants - Other	156,853	-	-		Well being grant
1794	Learner Driver Mentor Grant	19,924	20,000	20,000	100%	
1796	NRM Facilitator	52,000	-			
	Total Operating Grants	4,311,237	2,916,944	2,916,944	148%	
	Capital Grants					
1791	Roads to Recovery	2,844,011	2,201,708	2,201,708	129%	
1793	State Grants Other	869,616	204,000	204,000	426%	2021 flood damage etc
1791	Buildings		150,000	150,000		
1795	Other Grants	-	204,000	204,000	0%	
	Total Capital Grants	3,713,627	2,759,708	2,759,708	135%	
	Total Revenue	20,431,082	17,468,726	17,468,726	117%	
	_					
	Expenses					
	Employee Costs					
1811	Salaries and Wages	3,697,503	3,899,667	3,899,667	95%	
1812	On Costs	1,370,645	1,697,270	1,697,270	81%	
1813	Overtime Payments	51,177	38,871	38,871	132%	
1848	Net Oncosts	201,315		F 62F 887	0.40/	
	Total Employee Costs	5,320,639	5,635,807	5,635,807	94%	
	Energy Costs					
1851	Electricity	126,258	154,590	154,590	82%	
	Total Energy Costs	126,258	154,590	154,590	82%	
	Materials and Contracts					
1861	Advertising	57,880	58,500	58,500	99%	
1863	Bank Charges - GST	33,227	24,200	24,200	137%	More EFT transactions than budgeted for
1864	Books Manuals Publications	2,993	4,050	4,050	74%	
1865	Catering	12,447	16,400	16,400	76%	
1866	Bank Charges - FREE	703	1,000	1,000	70%	
1867	Computer Hardware Purchase	19,176	15,000	15,000	128%	Additional IT items over budget
1869	Computer Internet Charges	-	-	-		
1870	Computer Licence & Maint Fees	225,434	207,000	207,000	109%	
1872	Corporate Membership	121,112	144,790	144,790	84%	
1873	Debt Collection	13,325	16,000	16,000	83%	
1876	Stock Purchases for Resale	20,943	30,000	30,000	70%	
1890	Equipment Hire and Leasing	23,366	38,500	38,500	61%	Managara II a su d
1891	Equip Maint & Minor Purchases	19,225	12,550	12,550	153%	More small equipment than budgeted for

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
1893	Internet Billpay Costs	347	7,000	7,000	5%	
1895	Licensing and Licence Costs	54,950	93,429	93,429	59%	
1896	Land & Bldg Rental or Leasing Costs	49,612	50,000	50,000	99%	
1897	Materials	441,473	373,313	373,313	118%	
1898	Phone Calls Rental Fax	39,392	42,160	42,160	93%	
1899	Postage/Freight	39,415	24,988	24,988	158%	Projects such as LPS \$5.5k
1900	Printing/Laminating	-	4,500	4,500	0%	
1901	Property Insurance	130,461	138,500	138,500	94%	
1902	Room Hire	1,241	1,250	1,250	99%	
1904	Royalties and Production Licences	-	5,000	5,000	0%	
1905	Stationery	31,732	17,300	17,300	183%	Printing/laminating and projects included
1906	Water and Property rates Payable	111,092	105,800	105,800	105%	, ,
1907	Loan Charges and Interest	(9,820)	1	-		
	Total Materials and Contracts	1,439,726	1,431,230	1,431,230	101%	
	Contractor Costs					2: 14 4400 51
1971	Contractors	1,755,512	815,660	815,660	215%	Priv Works \$100k, Floods \$150k
1972	Cleaning Contractors	215,152	242,900	242,900	89%	
1973	Waste Management Contractors	1,033,264	1,216,582	1,216,582	85%	
	Total Contractor Costs	3,003,928	2,275,142	2,275,142	132%	
4002	Professional Fees	22.244	40.000	40.000	040/	
1992	Audit Fees	32,241	40,000	40,000	81%	Variable and difficult to
1993	Legal Fees	84,776	47,500	47,500	178%	budget for
1994	Internal Audit Fees	5,851	7,000	7,000	84%	
1995	Revaluation Fees- Municipal only	21,500	28,000	28,000	77%	
1997	Prof Fees - Strategic Projects	-	50,000	50,000	0%	LPS \$12.5k Rec Trails
1998	Other Professional Fees	342,756	183,600	183,600	187%	\$43k
	Total Professional Fees	487,124	356,100	356,100	137%	
2121	Plant Hire				12221	
2101	Plant Hire - Internal	730,869	525,000	525,000	139%	Investigation required
2102	Plant Hire - External	1,472	5,500	5,500	27%	
2103	Registration and MAIB	43,818	45,958	45,958	95%	
2104 2105	Insurance Premiums Plant Repairs and Maintenance	32,430	46,871	46,871	69% 194%	
2105	Plant Repairs and Maintenance Plant Hire Recovered	317,167 (816,903)	163,315 (720,000)	163,315 (720,000)	113%	
2140	Fuel	250,901	148,800	148,800	169%	
2141	Fuel Credit	(24,840)	(15,000)	(15,000)	166%	
2172	Total Plant Hire	534,914	200,444	200,444	267%	
	Total Flant IIIC	337,317	200,777	200,777	201/0	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
	Government Fees and Levies					
2255	Fire Levy	372,626	372,628	372,628	100%	
2257	Building Permit Levy	24,124	15,000	15,000	161%	Matched by increased revenue
2258	Land Tax	62,040	56,813	56,813	109%	
2259	Training Levy	45,284	30,000	30,000	151%	Matched by increased revenue
	Total Government Fees and Levies	504,075	474,441	474,441	106%	
	Depreciation					
2305	Depreciation Buildings	433,733	432,176	432,176	100%	
2306	Depreciation Roads and Streets	1,898,417	1,826,000	1,826,000	104%	
2307	Depreciation Bridges	462,463	456,600	456,600	101%	
2308	Depreciation Plant & Equipment	407,388	419,901	419,901	97%	
2310	Depreciation Stormwater Infra	376,908	331,896	331,896	114%	
2311	Depreciation Furniture	128,418	110,248	110,248	116%	
2312	Depreciation Land Improvements	203,738	171,328	171,328	119%	
2313	Amortisation of Municipal Val	21,600	25,000	25,000	86%	
	Total Depreciation	3,932,666	3,773,148	3,773,148	104%	
	Other Expenses					
2401	Interest Payable	287,774	290,009	290,009	99%	
2403	Bad & Doubtful Debts	7,107	-	-		
2404	Grants & Cty Support Given	99,050	198,100	198,100	50%	
2405	Rate Remissions	72,518	57,000	57,000	127%	
2406	Commercial rate relief	-	-	-		
2407	Waiver of Fees and Lease etc	2,751	-	-		
2408	Refunds/Reimbursements	17,029	-	-		
2409	Council Member Expenses	9,927	18,000	18,000	55%	
2410	Council Member Allowances	177,561	171,357	171,357	104%	
	Total Other Expenses	673,716	734,466	734,466	92%	
	Total Expenses	16,023,045	15,035,368	15,035,368	107%	
	Net Surplus\(Deficit) before Capital amounts	522,175	(446,350)	(446,350)		
	Capital Grants	3,713,627	2,759,708	2,759,708	135%	
	Profit or Loss on Sale of Assets	172,235	120,000	120,000	144%	
	Net Surplus\(Deficit)	4,408,037	2,433,358	2,433,358		

Profit And Loss Statement					
	Year to Date Actual	2021-2022 Budget			
Business and Corporate Services					
Total Government Fees Levies	83	-			
Total Investment Income	488,997	423,000			
Total Other Income	10,595	-			
Total Reimbursements	2,194	-			
Total Operating Grants	2,888,493	-			
Total Capital Grants	208,196	-			
Total Revenue	3,598,558	423,000			
Total Employee Costs	762,978	770,743			
Total Energy Costs	-	5,800			
Total Materials and Contracts	441,106	532,800			
Total Contractor Costs	9,726	8,900			
Total Professional Fees	100,848	11,000			
Total Plant Hire	11,582	14,360			
Total Government Fees and Levies	-	180			
Total Depreciation	111,617	129,756			
Total Expenses	1,437,857	1,473,539			
Net Surplus\(Deficit) before Capital Income	1,952,505	(1,050,539)			
Net Surplus\(Deficit)	2,160,700	(1,050,539)			

	Year to Date Actual	2021-2022 Budget
Development Services		
Total Environmental Health	26,591	21,000
Total Municipal inspector	72,460	67,000
Total Planning And Building Control Fees	493,275	365,200
Total Government Fees Levies	207,461	167,000
Total Sales Hire and Commission	1,596	1,300
Total Reimbursements	929	-
Total Operating Grants	25,558	-
Total Revenue	827,869	621,500
Total Employee Costs	931,038	917,742
Total Energy Costs	-	-
Total Materials and Contracts	68,240	63,120
Total Contractor Costs	28,597	2,500
Total Professional Fees	168,325	94,500
Total Plant Hire	10,512	9,025
Total Government Fees and Levies	69,408	45,000
Total Depreciation	11,420	11,567
Total Other Expenses	5,456	34,500
Total Expenses	1,292,997	1,177,954
Net Surplus\(Deficit) before Capital Income	(465,128)	(556,454)
Net Surplus\(Deficit)	(465,128)	(556,454)

	Year to Date Actual	2021-2022 Budget
Community Services		
Total Investment Income	-	-
Total Sales Hire and Commission	6,982	-
Total Other Income	-	-
Total Reimbursements	3,397	-
Total Gain or Loss on Sale of Assets	-	-
Total Operating Grants	89,406	20,000
Total Capital Grants	-	-
Total Revenue	99,784	20,000
Total Employee Costs	211,771	288,171
Total Energy Costs	30	-
Total Materials and Contracts	22,948	21,570
Total Contractor Costs	3,473	30,000
Total Professional Fees	58,595	10,000
Total Plant Hire	13,033	12,735
Total Government Fees and Levies	-	-
Total Depreciation	12,863	12,551
Total Other Expenses	92,373	163,600
Total Expenses	415,086	538,627
		-
Net Surplus\(Deficit) before Capital Income	(315,302)	(518,627)
Net Surplus\(Deficit)	(315,302)	(518,627)

	Year to Date	2021-2022
	Actual	Budget
Works and Infrastructure		
Total Rates	2,435,787	2,347,377
Total Environmental Health	-	-
Total Municipal inspector	42,123	63,800
Total Planning And Building Control Fees	11,342	2,000
Total Investment Income	-	-
Total Sales Hire and Commission	118,738	160,000
Total Other Income	165,663	40,000
Total Reimbursements	61,122	2,000
Total Gain or Loss on Sale of Assets	139,851	120,000
Total Operating Grants	647,959	1,675,694
Total Capital Grants	3,405,431	2,555,708
Total Revenue	7,028,016	6,966,579
Total Employee Costs	2,509,824	2,758,631
Total Energy Costs	119,709	143,790
Total Materials and Contracts	672,973	634,540
Total Contractor Costs	2,951,312	2,227,392
Total Professional Fees	52,036	42,600
Total Plant Hire	474,403	154,678
Total Government Fees and Levies	57,534	52,354
Total Depreciation	3,779,196	3,587,618
Total Other Expenses	317,101	290,009
Total Expenses	10,934,088	9,891,613
		-
Net Surplus\(Deficit) before Capital Income	(7,311,503)	(5,480,742)
Net Surplus\(Deficit)	(3,906,072)	(2,925,034)

	Year to Date Actual	2021-2022 Budget
Visitor Information Centre		
Total Investment Income	-	-
Total Sales Hire and Commission	54,157	50,000
Total Other Income	-	-
Total Gain or Loss on Sale of Assets	-	-
Total Capital Grants	-	-
Total Revenue	62,259	50,000
Total Employee Costs	145,874	141,290
Total Energy Costs	6,519	5,000
Total Materials and Contracts	98,304	36,700
Total Contractor Costs	10,820	6,350
Total Professional Fees	-	-
Total Plant Hire	825	-
Total Government Fees and Levies	1,806	1,600
Total Depreciation	2,661	16,136
Total Other Expenses	-	-
Total Expenses	266,809	207,076
Net Surplus\(Deficit) before Capital Income	(204,550)	(157,076)
Net Surplus\(Deficit)	(204,550)	(157,076)
Governance and Members Expenses		
Total Rates	7,976,922	7,869,106
Total Investment Income	-	-
Total Sales Hire and Commission	14,905	13,291
Total Other Income	94,716	80,000
Total Reimbursements	1,702	-
Total Gain or Loss on Sale of Assets	32,385	-
Total Operating Grants	651,774	1,221,250
Total Capital Grants	100,000	-
Total Revenue	8,872,404	9,183,647
Total Employee Costs	759,153	759,230
Total Energy Costs	-	-
Total Materials and Contracts	136,154	142,500
Total Contractor Costs	-	-
Total Professional Fees	112,379	198,000
Total Plant Hire	10,247	9,645
Total Government Fees and Levies	375,326	375,307
Total Depreciation	14,908	15,522
Total Other Expenses	258,786	246,357
Total Expenses	1,666,954	1,746,561
		-
Net Surplus\(Deficit) before Capital Income	7,105,450	7,437,087
Net Surplus\(Deficit)	7,205,450	7,437,087

	Year to Date Actual	2021-2022 Budget
Council Total	Actual	Buuget
Total Rates	10,412,708	10,216,483
Total Environmental Health	26,591	21,000
Total Municipal inspector	114,583	130,800
Total Planning And Building Control Fees	504,617	367,200
Total Government Fees Levies	207,543	167,000
Total Investment Income	488,997	423,000
Total Sales Hire and Commission	196,378	224,591
Total Other Income	213,167	120,000
Total Reimbursements	69,399	2,000
Total Gain or Loss on Sale of Assets	172,235	120,000
Total Operating Grants	4,311,237	2,916,944
Total Capital Grants	3,713,627	2,555,708
Total Revenue	20,431,082	17,264,726
Total Employee Costs	5,320,639	5,635,807
Total Energy Costs	126,258	154,590
Total Materials and Contracts	1,448,979	1,431,230
Total Contractor Costs	3,003,928	2,275,142
Total Professional Fees	492,183	356,100
Total Plant Hire	520,602	200,444
Total Government Fees and Levies	504,075	474,441
Total Depreciation	3,932,666	3,773,148
Total Other Expenses	673,716	734,466
Total Expenses	16,023,045	15,035,368
FAGS grant funds received in advance		
Net Surplus\(Deficit) before Capital Income	522,175	(446,350)
Strategic Projects		
Capital Income	3,885,862	2,675,708
Net Surplus\(Deficit)	4,408,037	2,229,358

Financial Position							
	<u>2021</u> -	2022					
	2020-2021	Year to Date	Year to Date	2021-2022			
	Actual	Actual	Budget	Revised Budget			
Current Assets							
Cash	10,547,940	11,798,672	6,054,838	6,054,838			
Receivables	691,000	800,907	1,660,300	750,000			
Inventories	58,000	306,069	120,000	120,000			
Other Current Assets	24,000	29,135	45,000	45,000			
Total Current Assets	11,320,940	12,934,782	7,880,137	6,969,838			
Non Current Assets							
Property Plant and Equipment	162,049,000	162,704,744	158,306,377	167,103,187			
Investment in TasWater	31,996,000	31,995,528	31,995,528	31,996,000			
Other Non Current Assets	166,000	63,800	166,000	166,000			
Total Non -Current Assets	194,211,000	194,764,072	190,467,905	199,265,187			
Table Access	205 524 040	207 600 055	100 240 042	206 225 225			
Total Assets	205,531,940	207,698,855	198,348,042	206,235,025			
Current Liabilities							
Payables	1,765,000	157,812	996,138	950,000			
Interest Bearing Liabilities	1,882,469	389,024	389,024	1,872,273			
Contract Liabilities	249,000	-	-	-			
Provisions	867,000	837,686	900,000	900,000			
Total Current Liabilities	4,763,469	1,384,522	2,285,162	3,722,273			
Non Current Liabilities							
Interest Bearing Liabilities	6,314,379	5,866,821	5,866,821	6,255,845			
Provisions	488,615	488,615	500,000	500,000			
Total Non Current Liabilities	6,802,994	6,355,436	6,366,821	6,755,845			
Tatal Liabilities	11 566 463	7 720 059	9 651 094	10,478,118			
Total Liabilities	11,566,463	7,739,958	8,651,984	10,478,118			
Net Assets	193,965,477	199,958,897	189,696,058	195,756,907			
EQUITY							
Accumulated surplus	41,932,843	44,385,301	34,122,463	43,724,273			
Asset revaluation reserve	151,471,634	155,012,595	155,012,595	151,471,634			
Other reserves	561,000	561,000	561,000	561,000			
TOTAL EQUITY	193,965,477	199,958,897	189,696,058	195,756,907			
Other Reserves - detailed separately	E61 000	561,000	561,000	EC1 000			
Trust funds	561,000	301,000	301,000	561,000			
	652,000	-	-	652,000			
Unspent grant funds	249,000	1 226 201	1 400 000	249,000			
Employee Provisions	1,355,615	1,326,301	1,400,000	1,400,000			
Unallocated accumulated surplus	7,730,325	9,911,371	4,093,838	3,192,838			
Total cash available Note: This reflects the cash position and	10,547,940	11,798,672	6,054,838	6,054,838			

Other Reserves							
<u>2021-2022</u>							
	Other Reserves 1/7/2021	Reserves new 2021-2022	Reserves used 2021- 2022				
Public Open Space							
Binalong Bay	3,362						
Ansons Bay	4,907						
Beaumaris	2,229						
Scamander	3,750						
St Helens	23,398						
St Marys	32,509						
Stieglitz	6,752						
Total Public Open Space	76,907	1	-				
General Reserves							
Community Development	12,500						
137 Trust Seizures	273,259	-					
Total General Reserves	285,759	1	ı				
Grant Proceeds Reserve							
Projectors for Stadium	14,000		-				
Regional Workforce Development	15,710		-				
Community Infrastructure Fund Grant	28,010		(750)				
26TEN Communities Grant Program	45,455		(463)				
Total Grant Reserves	103,175	-	(1,213)				
Total Other Reserves	465,841	-	(1,213)				

Estimated Cash Flow						
_	2021-2022	-				
	2020-2021 Actual	Year to Date Actual	Year to Date Budget	2021-2022 Revised Budget		
CASH FLOWS FROM OPERATING ACTIVITIES						
RECEIPTS						
Operating Receipts	15,766,000	18,829,687	14,589,018	14,589,018		
PAYMENTS						
Operating payments	(12,642,000)	(15,356,129)	(11,262,220)	(11,262,220)		
NET CASH FROM OPERATING	3,124,000	3,473,558	3,326,798	3,326,798		
CASH FLOWS FROM INVESTING ACTIVITIES						
RECEIPTS						
Proceeds from sale of Plant & Equipment	40,000	172,235	120,000	120,000		
PAYMENTS						
Payment for property, plant and equipment	(8,767,000)	(4,615,243)	(8,827,335)	(8,827,335)		
Capital Grants	5,819,000	3,713,627	2,759,708	2,759,708		
Payments for financial assets	-	-	-			
NET CASH FROM INVESTING ACTIVITIES	(2,908,000)	(729,381)	(5,947,627)	(5,947,627)		
CASH FLOWS FROM FINANCING ACTIVITIES						
RECEIPTS						
Proceeds from borrowings	-	-	-	-		
PAYMENTS						
Repayment of borrowings	(346,060)	(1,493,445)	(1,872,273)	(1,872,273)		
Repayment of Lease Liabilities	-	-	-	-		
Proceeds from trust funds and deposits	421,000	-	-	-		
NET CASH FROM FINANCING ACTIVITIES	74,940	(1,493,445)	(1,872,273)	(1,872,273)		
NET INCREASE (DECREASE) IN CASH HELD	290,940	1,250,732	(4,493,102)	(4,493,102)		
CASH AT BEGINNING OF YEAR	10,257,000	10,547,940	10,547,940	10,547,940		
CASH AT END OF PERIOD	10,547,940	11,798,672	6,054,838	6,054,838		

	Capital Expenditure								
	<u>2021-2022</u>								
Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments		
	PLANT & EQUIPMENT								
CJ012	1290 Toro Mower		45,439	-	30,000	45,364	Budget reallocation per decision of Council 10/21 14.5.225		
CJ015	Toro G3 Z-Master 60" 4000 Series		17,292	-	27,000	17,292	Budget reallocation to Toro Mower per decision of Council 10/21.14.5.225		
CJ017	1075 Isuzu Truck FVR1000	-	-	-	130,000	130,000			
CJ025	8T Excavator (second hand)		110,000	-	90,000	112,000	For St Helens WTS extra 22K from #1318 Hilux, per decision of Council 11/21.14.8.252		
CJ035	Toro Mower (NEW)	-	-	-	-	18,000	18K from Asset 1318 Hilux, decision of Council 11/21 14.8.252		
CJ017	Mobile water tank 10KL	-	-	-	40,000	40,000			
CJ010	1310 Nissan Navara - Asset Officer		45,040	-	45,000	45,000			
CJ030	1311 Nissan Navara - Valley TL		55,606	-	45,000	45,000			
	1318 Toyota Hilux 2 Door Flat Tray	-	-	-	40,000	-	Defer to 22/23 capital works program		
CI035	1040 Mitsubishi Triton Ute 2009 WD Pool car		38,787	-	40,000	40,000			
CJ020	1375 Triton dual cab - Works Operations Manager		40,314	-	45,000	45,000			
CI015	1226 Ute 2WD Tipper		32,633	30,000		30,000			
CJ040	1338 - 2017 Toyota Hilux - Trails Project Manager	-	-	-	45,000	45,000			
CI025	1294 Dual Cab Ute 4WD		39,405	40,000	5,000	45,000			
	Mobile traffic control	-	-	-	50,000	50,000	To address changing compliance requirements		
CJ005	Small Plant - VARIOUS	(1,540)	31,212	-	42,000	36,344	Budget reallocation to Toro Mower per decision of Council 10/21.14.5.225		
	TOTAL PLANT & EQUIPMENT	(1,540)	455,727	70,000	674,000	744,000			
	FURNITURE & IT								
CI070	Additional sit down/stand up desks		2,440	-	2,500	2,500			
CJ070	IT - Server Upgrades 2021/22		33,880	-	34,000	34,000			
CJ060	Desktop/Laptops/Monitors 2020/21		18,768	-	12,000	12,000			

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CJ055	RICOH Printers/Copiers - VIC		3,366	-	3,500	3,500	
C1080	Town Christmas Decorations		4,343	-	5,000	5,000	
CJ065	Office 365 Migration from Exchange		9,450	-	10,000	10,000	
	UPS Battery replacement	-	-	-	4,000	4,000	
	TOTAL FURNITURE & IT	-	72,247	-	71,000	71,000	
	BUILDINGS						C/Over \$11b + \$10K additional Council
CC730	Old Tasmanian Hotel - New Storage Shed	-	-	72,200	45,000	56,000	C/Over \$11k + \$10K additional Council Contrib + \$30K State Gov + \$5K N'hood House
C1705	St Helens Works Depot - Cty Services Storage blding		561	-	ı	406	Completed
CI710	St Marys Railway Station Upgrades	-	-	25,000		25,000	
C1720	Marine Rescue Building - Additions		5,918	-	160,000	10,000	To be a contributed asset. Project run by ST Helens Marine Rescue
CH730	Portland Hall Upgrades		645	6,933	-	6,933	Audio visual equipment to be purchased and installed.
	St Marys Hall Upgrades	-	-	-	50,000	50,000	Solar Panel = \$35K + \$15K for Heating - Refer Council Motion
CJ705	St Marys Community Space - Unisex Toilet	1,782	65,309	-	80,000	80,000	Unisex Family Toilet Space - Design & Construct
CE770	Workspace Renovations - History Rooms		4,725	27,270		27,270	
CH705	Small projects - bus shelters and misc improvements	-	-	-	30,000	30,000	Bus Shelters/Small projects and improvements that cannot be considered maintenance
CJ710	Council Chambers additions and improvements		22,066	-	40,000	40,000	New Indoor/Outdoor Kitchen/Lunch Room Extension
CH720	Four Mile Creek Community Hub		1,500	-		-	Expense current spend. Project not proceeding.
	TOTAL BUILDINGS	1,782	100,725	131,403	405,000	325,609	
	PARKS, RESERVES & OTHER						
	Special Project-LPS & Strategic Planning Doc Review	-	-	-	70,000	70,000	
	Special Project - Bay of Fires Master Plan, Recreational Trails Strategy	-	-	-	50,000	50,000	Part funded from PWS

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
7042	Special Project - Marine Strategy	-	-	-	40,000	40,000	
CI810	St Helens Sports Complex - Athletics building		12	48,601	-	48,601	
CI815	Shade Structures - Scamander Reserve		18,476	18,476	-	18,476	Project Complete
CI820	Playground equipment replacement program	-	-	20,000		20,000	
CI825	Playground equipment replacement program		5,739	50,000	20,000	70,000	
CI830	Resheet airport runway		107,959	100,000		100,000	Grant & Council funded project. \$70k from AG regional airports program and \$30k contribution by Council
CH815	Dog exercise area St Helens Improvements		9,692	-	10,000	10,000	
CH530	Car Parking & MTB Hub - Cecilia St Carpark		56,097	45,043		86,097	
CH830	Binalong Bay Playground site improvements	-	-	-	10,000	10,000	
CD815	Wrinklers Lagoon Redevelopment Design & Planning - Amenities Building		92,354	120,000	30,600	120,000	Transfer \$30,600 from CE110
CF825	Parnella foreshore protection works	-	1	3,753	-	3,753	
CF805	Parnella/Foreshore Walkway	11,859	11,859	246,010	-	246,010	Existing grant prior year (State)
CH855	Flood Levee - Groom Street, St Marys Flood Mit.		7,444	-		7,444	Completed project
CH860	Flood Warning System - St Marys Flood Mitigation		975			-	
CI880	LRCI Phase 1 - Tourism Info Signage - Multiple		753	-	-	-	Completed project. Current year costs to expense
CJ815	Digital Noticeboard & PA System Flagstaff		26,541	-		19,485	Grant Funded \$19485 ex GST
CJ825	Bushfire Recovery Grant - Initial Application		14,193	-		-	breakdown of works and costs TBA. Application costs to be expensed
CJ825A	Mangana Telecommunications Cell	-	-			-	Bushfire Recovery Grant
CJ825B	Fingal Town Park Youth Playground		81			-	Bushfire Recovery Grant
CJ825C	St Marys Indoor Recreation Facility		1,196			-	Bushfire Recovery Grant
CJ825D	Fingal Community Shed	-	-			-	Bushfire Recovery Grant
CJ820	MTB - Bay of Fires EPIC Status	2,589	166,196	_		-	Costs to be expensed
CJ835	Aerodrome Fencing - Replacement		92,681	-		92,000	\$90k funding from the AG Regl Airport Program and \$2k contrib from Council.
CJ865	Sculpture Trail - St Helens Foreshore	10,608	11,018				

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CJ840	Georges Bay Walking Trail/St Helens Foreshore Path		21,118	-		-	Project Complete, spending this FY retention funds paid to contractor to be moved from Capex.
CJ855	St Helens Sports Complex New Lighting Towers		610	-		15,000	09/21.16.3 Contributed Asset - Council contrib, part of larger grant funded project.
	TOTAL PARKS, RESERVES & OTHER	25,057	644,994	651,883	230,600	1,026,866	
CE110	Scamander entrance at Wrinklers		136,550	182,398		182,398	Transfer \$30,600 to CD815
CE105	LCRI Phase 3 - Cecilia St (Northern end)	-	-	-	80,000	-	To be considered for 22/23 budget
	TOTAL STREETSCAPES	-	136,550	182,398	80,000	182,398	
	FOOTPATHS						
CJ105	Annual replacement of damaged footpaths		16,086		25,000	25,000	
CI110	Akaroa - Akaroa Ave		5,769	7,200		7,200	
CI115	Akaroa - Carnnell Place		6,318	6,300		6,300	
CI120	Binalong Bay - Coffey Drive		10,985	13,000	-	13,000	
CI105	Scamander - Scamander Ave		58	-	-	-	Project Completed
CJ160	Scamander - Scamander Ave		24,873				
	Lawry Heights Road - St Helens - Existing Sub- division	-	-	55,000		55,000	Allocated to Lawry Heights Road in 21/22
CI140	Cobrooga (Mimosa/Jason) Drive - Footpath		49,085	40,000	30,000	70,000	Continue in 21/22
CH105	Binalong Bay Footpath - Main Road		22,360	24,082	_	24,082	
CF130	Parkside Foreshore Footpath	112,047	287,050	-	763,811	763,811	
CF125	Medea Cove Footpath/Road options	-	-	63,421	120,000	100,000	Requires grant funding in 22/23, \$100k of Council funds to be c/forward and matched with Grants funds in 22/23
CJ115	LRCI Phase 3 - Medeas Cove Esplanade – Pathway	23,868	71,839	-		110,000	Project Cost \$110k and fully funded under the AG LRCI Program - Phase 3.
CJ120	LRCI Phase 3 - Esk Main Road, St Marys – Pathway	49,462	187,756	-		200,000	Project Cost \$200k and fully funded under the AG LRCI Program - Phase 3.
CJ125	St Helens Lawry Heights 580m	45,165	48,587	-	104,000	104,000	
CJ110	St Helens Lawry Heights to Falmouth St	4,160	18,516	-	14,000	14,000	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CI855	LRCI Phase 1 - Shared Pathway - Binalong Bay		84,024	37,952	30,000	73,273	Funded under the AG LRCI Program - Phase 1.
CI865	LRCI Phase 1 - Shared Pathway - Scamander		154,698	103,966	-	130,966	Project complete and fully funded under the AG LRCI Program - Phase 1.
CI870	LRCI Phase 1 - Shared Pathway - Foreshore to Circassian		24,072	22,369	-	24,072	Project complete and fully funded under the AG LRCI Program - Phase 1.
CI885	LRCI Phase 2 - Shared Pathway - O'Connors Beach		92,226	92,174	-	92,435	Project complete and fully funded under the AG LRCI Program - Phase 2.
CI890	LRCI Phase 2 - Shared Pathway - Tasmn HWay, Beaumaris		54,475	54,085		85,390	Fully funded under the AG LRCI Program - Phase 2.
CI895	LRCI Phase 2-Shared Pathway-Esk Main Rd, St Marys		50,000	50,000		50,000	Project complete and fully funded under the AG LRCI Program - Phase 2.
	TOTAL FOOTPATHS	234,703	1,208,777	569,549	1,086,811	1,948,529	
	KERB & CHANNEL						
CI155	Atlas Drive - Landslip Control	-	-	40,000		40,000	Kerb and Channel replacement on western side
CH155	Byatt Court, Scamander	-	-	46,000		20,000	SW system assessment and new design
	Replacements TBA	-	-	22,000	28,000	50,000	
CJ155	Reedy Road, Beaumaris - Repairs		1,522	-		-	
CG155	Cameron St, St Helens (south of Quail St intersection) (0.16km)	-	-	20,000	20,000	40,000	
CE165	Treloggen Drive, Binalong Bay	5,728	33,390	-		45,000	
	TOTAL KERB & CHANNEL	5,728	34,912	128,000	48,000	195,000	
	RESHEETING						
CJ305	40 - Anchor Rd		34,908	10,100	22,796	32,896	
	39 - Anchor Rd	-	-	10,800	24,570	35,370	
CI305	903 - Ansons Bay Rd (Priory Rd)	-	-	-	101,501	101,501	
CJ310	901 - Ansons Bay Rd (Priory Rd)		26,129	-	36,660	36,660	
	902 - Ansons Bay Rd (Priory Rd)	-	1	-	36,568	36,568	
CI305	904 - Ansons Bay Rd (Priory Rd)	-	-	-	36,436	36,436	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CJ401	Priory Road (Cnr Reid Rd)		3,014				
CJ315	46 - Church Hill Rd		6,370	2,800	3,570	6,370	
CJ320	1081 - Sorell St	-	-	6,700		6,700	
CJ325	1024 - Franks St Fingal	-	-	3,400		3,400	
CJ330	1187 - Honeymoon Pt Rd		7,276	6,200		6,200	
CJ335	1178 - Jeanerret Beach Rd		1,728	800		800	
CJ340	47 - Johnston Rd		5,860	8,100		8,100	
CJ345	1053 - Louisa St	-	-	2,800		2,800	
CJ345	1051 - Louisa St	-	-	3,700		3,700	
CJ346	704 - U/N 1 Stieglitz	-	-	4,600		4,600	
CJ350	999 - Victoria St Part C	-	-	1,400		1,400	
CJ350	998 - Victoria St Part C	-	-	360		360	
CJ350	997 - Victoria St Part C	-	-	2,100		2,100	
CJ325	2138 - Franks St Fingal	-	-	3,795		3,795	
CJ355	1135 - Irishtown Rd Sect 1		30,065	-	29,757	29,757	
CJ355A	1134 - Irishtown Rd Sect 2		32,865	-	32,487	32,487	
CJ355B	1133 - Irishtown Rd Sect 3		28,382	-	28,028	28,028	
CJ360	138 - St Patricks Head Rd		33,049	-	33,245	33,245	
CJ365	1168 - Nth Ansons Bay Rd	-	-	-	43,225	43,225	
CJ365	1167 - Nth Ansons Bay Rd	-	-	-	60,970	60,970	
CJ370	2258 - McKerchers Rd	-	-	8,190		8,190	
CJ370	2259 - McKerchers Rd	-	-	9,623		9,623	
CJ370	2260 - McKerchers Rd	-	-	2,662		2,662	
CJ375	2380 - Tims Creek Rd	-	-	6,880		6,880	
CJ380	2392 - Tyne Rd	-	-	6,370		6,370	
CJ380	2393 - Tyne Rd	-	-	7,262		7,262	
CJ380	2394 - Tyne Rd	-	-	6,166		6,166	
CJ385	2303 - Old Roses Tier Rd	-	-	6,848		6,848	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
	2176 - Honeymoon Point Rd	-	-	1,401		1,401	
CF325	Upper Scamander Road, Scamander	-	-	-	15,000	15,000	
	Fingal Streets	-	-	6,500		6,500	
CG345	German Town Road, St Marys	-	-	6,980		6,980	
CG350	Dublin Town Road, St Marys	-	-	15,000		15,000	
	TOTAL RESHEETING	-	209,647	151,537	504,813	656,350	
	RESEALS						
CJ475	913 - Ansons Bay Rd		33,615	-	4,550	4,550	
	922 - Ansons Bay Rd	-	-	-	27,606	27,606	
CJ427	1029 - Bagot St		12,588	-	8,710	8,710	
CJ415	328 - Cornwall Rd		9,875	-	14,621	14,621	
CJ425	1075 - Flemming St		15,750	-	8,165	8,165	
	1076 - Flemming St	-	-	-	7,974	7,974	
CJ420	1025 - Franks St		413	-	644	644	
CJ430	1069 - Grant St		17,769	-	7,314	7,314	
	1070 - Grant St	-	-	-	12,876	12,876	
CJ435	1019 - Gray St		8,758	-	13,843	13,843	
CJ405	759 - Hilltop Dve		4,531	-	5,298	5,298	
CJ440	1066 - Horne St		2,563	-	2,261	2,261	
	1066 - Horne St	-	-	-	8,008	8,008	
CJ445	1094 - Legge St Fingal		26,030	-	8,886	8,886	
	1095 - Legge St Fingal	-	-	-	9,612	9,612	
	1096 - Legge St Fingal	-	-	-	8,100	8,100	
CJ450	657 - Lomond Pl		2,867	-	3,493	3,493	
CJ410	764 - Main Rd, Binalong Bay		8,583	-	10,920	10,920	
CJ495	857 - Main St, St Marys	-	-	-	7,360	7,360	
CJ465	637 - Mangana St, Mathinna	1,572	1,572	-	2,044	2,044	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CJ480	172 - Mathinna Rd		23,040	-	25,119	25,119	
CJ490	391 - Medeas Cove Esp		9,187	-	10,661	10,661	
CJ455	1102 - Peddar St		10,692	-	2,711	2,711	
	1103 - Peddar St	-	-	-	11,404	11,404	
CJ485	273 - Rossarden Rd		50,096	-	53,983	53,983	
CJ470	71 - St Columba Falls Rd		67,691	-	7,500	7,500	
	72 - St Columba Falls Rd	-	-	-	38,584	38,584	
CJ460	1005 - Victoria St Part B		24,213	-	15,987	15,987	
	1006 - Victoria St Part B	-	-	-	2,958	2,958	
	1007 - Victoria St Part B	-	-	-	7,613	7,613	
CI460	Giblin Street, Mathinna		4,239	-		-	
CJ498	764 - Main Road Binalong Bay	40,041	103,262	-	50,000	50,000	
	765 - Main Road Binalong Bay	-	-	-	50,000	50,000	
CH495	St Marys - Esk Main Road Storey to Groom Street		8,916	50,000		50,000	Subject only to DoSG plan to place new overlay over Story Street.
	TOTAL RESEALS	41,613	446,251	50,000	448,805	498,805	
	ROAD RECONSTRUCTION / DIGOUTS						
CI520	Upper Scamander Road		1,275	-	-	-	
CI525	Gardens Road - Digouts		36,814	-	250,000	250,000	Multiple digouts
CI525A	Gardens Road - Widening		39,766			-	
CI525B	Gardens Road - Digouts Sect 2		16,520			-	
CI525C	Gardens Road - Digouts Sect 3		24,166			-	
CI525D	Gardens Road - Digouts Sect 4		24,166	-		-	
CI530	Medeas Cove Esplanande Reconstruction - part b		41,057	-	100,000	70,000	Part B Reconstruct
CJ525	Mathinna Road	40,000	40,000	-	200,000	150,000	Address multiple defects, \$50k reallocation per decision of Council 11/21.14.6.250
CJ525A	Mathinna Road Digouts	40,000	40,000			-	
Project Code	Details	Month Actuals	Year to Date Actual	Budget Review -	2021-2022 Estimate	Revised Budget (with	Comments

				Revised C/fwd		updated c/fwd)	
CJ505	Ansons Bay Road		146,227	-	350,000	400,000	Multiple digouts and extension of sealing works at Bosses Creek. \$50k reallocation per decision of Council 11/21.14.6.250
CJ505A	Ansons Bay Road - SHEET		88,536	-		-	
CJ505B	Ansons Bay Road - SEAL		45,733	-		-	
CI540	Skyline Drive Intersection Upgrade	7,797	28,312	-		-	
CG505	St Helens Pt Rd - near Cunningham St Jetty	90	12,604	-	47,406	47,406	
CI135	LRCI Phase 2 - St Helens Point Rd Pavement Remediation	-	-		-		
	ROAD CONSTRUCTION (NEW)	-	-				
CI545	216 - Mathinna Plains Road		140,352	-	185,000	185,000	
	Road Intersection Upgrade Works	-	-	-	50,000	50,000	
CI495	Pavement Investigations Ansons Bay Rd		284	-		-	
CI591	Asphalt Johns St, Cornwall		6,006	-		-	
	Ansons Bay Rd seal 800m	-	-	-	50,000	50,000	
CG550	St Helens Pt Rd dig out		17,489				Project Completed
CH510	Atlas Drive - Retaining Wall Anchor	225	405	35,204	30,000	70,000	Additional funding required due to complexity of works at the site.
CI535	Gardens Road - Sight Distance Works	90	6,961	-		-	\$200K Black Spot Funding
	ROAD ASSET MANAGEMENT						
CH560	Road Network - Sign Replacement	-	-	-	25,000	25,000	
	LRCI Phase 3 Projects allocated to 22/23	-	-	-	1,294,812	984,812	Projects determined for 22/23 amount to be c/forward. Projects to be fully funded under the AG LRCI Program.
CJ520	LRCI Phase 2 - Road sealing - Franks St, Falmouth	6,400	100,832	-	259,896	104,667	Combined Project Budget for Frank/
CJ520A	LRCI Phase 2 - Road sealing - Morrison St, Falmouth	12,801	129,449	-		104,667	Morission St Sealing of \$209,334. Project fully funded by the AG LRCI Program. Budget split 50:50.
CJ530	Roundabout - Medea & Quail Sts, St Helens	4,574	13,944	-		90,000	\$60K under the Black Spot Road Fund Program & \$30K by Council
	TOTAL ROADS OTHER	111,977	1,000,900	35,204	2,842,114	2,581,552	
	ROADS TOTAL	394,020	3,037,036	1,116,688	5,010,543	6,062,634	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
	BRIDGES						
CG210	B760 Bent St, Mathinna	26,252	40,125	1	5,500	30,000	Replace deck
CJ210	B2177 St Patricks Head Road	6,518	6,518	1	30,000	30,000	Replace deck
CJ205	B7010 Rattrays Road	12,127	12,127	-	40,000	40,000	Replace deck
CJ805	Kirrwins Beach Jetty	16,102	127,870	-	142,000	122,718	Replace Jetty - funded by MAST
CJ810	Beauty Bay Jetty		81,532	1	62,000	81,282	Replace Jetty - funded by MAST
	TOTAL BRIDGES	60,999	268,172	-	279,500	304,000	
	STORMWATER						
CJ655	Minor stormwater Jobs	2,639	19,867	-	50,000	50,000	
CI685	Treloggens Track		- 732	30,000		30,000	
	Osprey Drive	ı	-	1	10,000	10,000	Design only
CD655	Implement SWMP priorities	14	164	1		ı	
CG665	Freshwater Street / Lade Court (Beaumaris)	1	•	1	ı	ı	
CG670	Medea St - Opposite Doepel St		11,226	11,226		11,226	Project reviewed - no additional capital expenditure required.
	Peron Stormwater System - design only	-	-	-	30,000	30,000	
CH655	Beaumaris Ave	-	1	18,460	25,000	25,000	CFWD
	TOTAL STORMWATER	2,653	30,525	59,686	115,000	156,226	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
	WASTE MANAGEMENT						
CI630	Rehabilitation of former Binalong Bay Tip	-	-	5,000		5,000	Contingency sum only - no immediate requirement to undertake works
	Scamander - waste paint container station	-	•	-	15,000	15,000	
CI615	Scamander WTS - Inert Landfill		5,818	4,910	20,000	20,000	Regulatory/consulting
CJ605	St Marys WTS - Addition to Existing Building	-	-	-	45,000	45,000	Potential grant funding application - roof only to front side & over existing container
	Scamander WTS retaining wall replacement	-	-	-	52,000	52,000	Contingency for potential replacement - condition monitoring in place for existing asset
	WASTE MANAGEMENT TOTAL	-	5,818	9,910	132,000	137,000	
	Total Capital expenditure	482,969	4,615,243	2,039,570	6,917,643	8,827,335	

07/22.13.3 Visitor Information Centre Report

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	040\028\002\
ASSOCIATED REPORTS AND	Nil
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

The purpose of this report is to provide Councillors with an update of various issues which are being dealt with by the Visitor Information Centre.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report – Council consideration at previous meetings.

OFFICER'S REPORT:

Staff Movements:

Staffing is normal for this time of year, some leave being taken while it is quiet.

Meetings Attended/Other information:

VIC staff noted:

- Numbers were up this month compared to last year and a few other years too.
- Most tourists are coming from Victoria, New South Wales and Queensland also had a few locals come in to collect information for other towns and also suggestions and help with accommodation.
- Two (2) staff members met with new manager from Panaroma who gave them a guided tour of the rooms and talked about the new Thai menu and some taste testing as well.
- Starting to send out new contracts for brochure display; a few local operators have commented that they are pleased we are still offering free brochure display for local operators.
- Starting to get calls about is it possible to book camping sites over Christmas and new year period.

The History Room Curator provided the following additional information:

- Remarkable Australians and their boats: This exhibition from the Australian National Maritime Museum is now on display in the museum through to October 2022.
- New Foyer Display: 'Finer Things In Life' is now available for viewing.

- New Museum cabinet display: This display has been turned over in the museum with 'Domestic Duties c1890s' now on view.
- Weldborough Cemetery: This restoration work is almost complete apart from a couple of outstanding items such as the railings surrounding the Memorial and some Chinese characters that need to be re-affixed to the Memorial itself. This work was undertaken through the Friends' group.
- 'The Chinese Experience': This is now up and running again with a better idea of how the movie actually works. A tidy up of electrical cables is still outstanding.
- Bay of Fires Winter Arts Prize (2016): This unit and the display plinth has now been removed from the St Helens History Room.
- CHART Funding: MOSAIC v.12 has been installed but still remains to be registered with data to be transferred across. Air Purifier unit has been purchased and delivered and is currently working in the Backroom of the History Room. Acquittal completed.
- 'Safe Passage' Book launch: Is scheduled for Sunday 10 July 2022 at the St Helens History Room from 1pm. This is Garry Richardson's 7th book and is about lighthouses around Tasmania. Invitations have been distributed.
- June Statistics: Entry
 - o Families/Adults: 20 Conc.:14 Total: 34 (2021:63; 2020:8; 2019:58; 2018: 49).
 - Dons/Sales: 147.05 Takings Entry: \$ 142.00 Total: \$ 289.05 (2021:\$505.90; 2020:\$8.85; 2019:\$451.50;2018:\$447.45).
 - Volunteer hours remain very stable at 23.55 hours average/week
 - Entry is about half of previous 'normal' years so hardly surprised that income reflects this.

Statistics:

Door Counts:

Month/Year	Visitor	Daily	History
	Numbers	Average	Room
June 2012	883	29.43	60
June 2013	766	25.53	62
June 2014	880	29.33	54
June 2015	1,038	34.60	38
June 2016	803	26.77	35
June 2017	918	30.60	30
June 2018	820	27.33	49
June 2019	805	26.83	58
June 2020	196	14.00	8
June 2021	919	30.63	63
June 2022	1,000	33.33	34

Revenue 2020/2021:

Month	VIC Sales	HR Entry	HR Donations
July	2,335.55	194.00	121.65
August	1,774.39	111.00	78.05
September	1,642.36	216.00	83.10
October	1,791.61	372.00	73.45
November	2,022.22	137.00	105.05
December	3,963.18	217.00	65.15
January	3,922.85	420.00	113.25
February	5,078.95	456.00	237.90
March	6,599.42	662.00	233.40
April	6,002.76	451.00	174.15
May	3,616.50	373.00	132.90
June	1,953.40	257.00	78.95

Revenue 2021/2022:

Month	VIC Sales	HR Entry	HR Donations
July	2,534.48	200.00	72.95
August	1,820.81	Nil	138.50
September	2,460.63	267.00	96.20
October	2,596.31	237.00	114.55
November	3,035.09	209.00	171.30
December	2,783.25	181.00	42.50
January	4,909.95	426.00	86.65
February	6,123.46	427.00	151.66
March	8,054.27	502.00	170.40
April	4,690.85	407.20	126.05
May	4,377.35	290.00	165.80
June	2,972.74	142.00	147.05

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

Economy - To foster innovation and develop vibrant and growing local economies which offer opportunities for employment and development of businesses across a range of industry sectors.

Strategies

Create a positive brand which draws on the attractiveness of the area and lifestyle to entice people and businesses' to live and work in BOD.

LEGISLATION & POLICIES:

Nil.

BUDGET AND FINANCIAL IMPLICATIONS:
Not applicable.
VOTING REQUIREMENTS:
Simple Majority.

07/22.13.4 Amendment to 2022 / 2023 Schedule of Fees & Charges

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	018\017\004\
ASSOCIATED REPORTS AND	Nil
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That Council amend the Schedule of Fees & Charges 2022/2023 for 132 and 337 Council Certificates:

- 132 Certificate \$53.45
- 337 Certificate \$227.70

INTRODUCTION:

In adopting Council's Schedule of Fees & Charges, the Certificate fees did not take into account the mandatory administrative fee.

PREVIOUS COUNCIL CONSIDERATION:

The Schedule of Fees & Charges is reviewed and adopted annually; and amended as required for fee changes.

OFFICER'S REPORT:

Council's Schedule of Fees & Charges is adopted annually as part of the budget adoption process.

Council's Fee for Certificates (132 &337) is set according to the state government's LIST Fee Schedule.

When the fee was recommended for adoption by Council, a mandatory administrative fee was not added to the charge. It is therefore recommended that Council amend the Fees & Charges accordingly, to bring these in line with the LIST Fee Schedule:

- 132 Certificate \$53.45
- 337 Certificate \$227.70

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

Services - To have access to quality services that are responsive to the changing needs of the community and lead to improved health, education and employment outcomes.

Strategies

Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

LEGISLATION & POLICIES:

Section 205 of the Local Government Act 1993.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

As identified in the Fees and Charges – this is part of the budget process.

VOTING REQUIREMENTS:

Absolute Majority.

07/22.14.0 WORKS AND INFRASTRUCTURE

07/22.14.1 Works and Infrastructure Report

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure and Development Services
FILE REFERENCE	014\002\001\
ASSOCIATED REPORTS AND	Nil
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

This is a monthly summary update of the works undertaken through the Works and Infrastructure Department for the previous month and a summary of the works proposed for the coming month, and information on other items relating to Council's infrastructure assets and capital works programs.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report – Council consideration at previous meetings.

OFFICER'S REPORT:

Asset Maintenance	
Facilities	 Preventative Maintenance Inspections (PMI) of Council owned buildings and playgrounds. Maintenance identified during inspection and managed via TRIM record.
Town & Parks	 Mowing/ground maintenance – all areas. Garden/tree maintenance and weeding where required. Footpath maintenance and repairs where required. Boat Ramp – monthly inspections and cleaning undertaken
Roads	 Sealed road patching – all areas. Tree maintenance pruning. Stormwater system pit cleaning and pipe unblocking. Maintenance grading Lottah/Anchor Poimena completed. Roads in the Pyengana area / St Helens are scheduled for maintenance grading in the coming weeks followed by culvert and drain clearing. Grading will also commence in the Mathinna area. Guide post replacement undertaken on several roads.
MTB	Routine track maintenance.

Weed Management for June 2022	
Binalong Bay	Mirror bush
Weldborough WTS	Various
North Ansons Bay	Spanish heath
St Helens footpath and roadsides	Spanish heath, blackberry

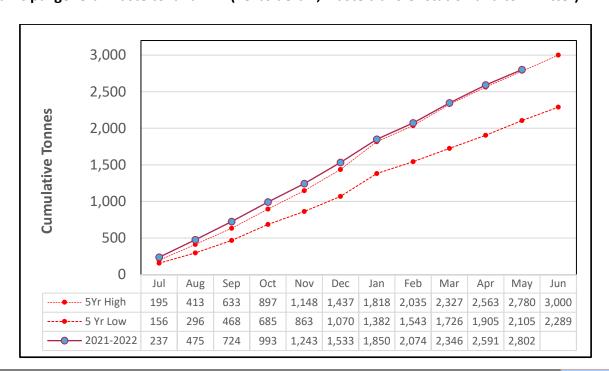


Blackberry (Rubus fruticosus agg.) is a declared weed and highly invasive, it is also a Weed of National Significance (WONS). The importation, sale and distribution of blackberry are prohibited in Tasmania.

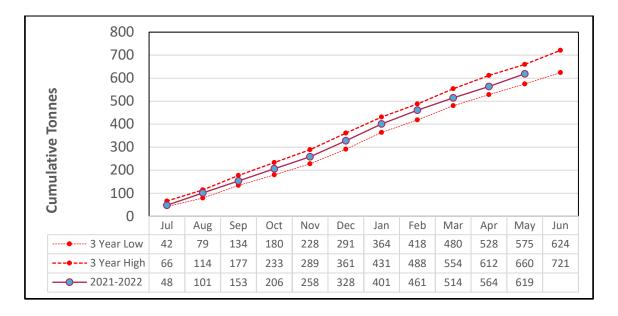
Blackberries are widely distributed throughout all the settled areas of Tasmania. They do best in higher rainfall areas, in wet gullies and along creek and stream sides. Blackberry canes can grow up to 6 metres in length and thickets can extend to hundreds of square metres in area. Canes die off after 2 to 3 years but are usually retained in the thickets making them largely impenetrable. Control methods include slashing and burning, grazing (goats readily eat blackberries and are capable of destroying large infestations. Sheep are useful to some extent as they eat seedlings and young top growth. Pigs will dig out the roots.), physical removal of the crowns and much of the root system may be achieved by grubbing, cultivation or bulldozing. Control of seedlings and regrowth of root fragments will need to be done for 1-2 seasons following primary treatment. Herbicides by spraying and cut and paint methods may be used between September – January. **DO NOT** spray plants with fruit on them, it is illegal in Tasmania.

Waste Management

Municipal general waste to landfill – (kerbside bin, waste transfer station and town litter).



Municipal kerbside co-mingled recyclables collected by JJ's Waste.



Note: June waste quantities unavailable at time of report preparation.

CAPITAL WORKS

Activity	Update
Ansons Bay Road – Segment reconstruction	Complete
Falmouth Street – footpath link to Lawry Heights	Footpath completed
Treloggen Drive (Binalong Bay) Kerb & Channel Works	Sealing completed
Foreshore Shared Way – Possum Tom (Parkside)	In-progress: Construction
Jetty replacement – Kirwans Beach	Complete
Local Roads & Community Infrastructure Projects – Phase 3	
 Medeas Cove Esplanade footpath (Heather Place to Young Street). 	Complete
 St Marys footpath (IGA to Newman Street) 	Complete
Road resealing program 2021/2022	Road resealing activity completed – contractor completing line marking July/ August
Road pavement reconstruction - St Helens Point Road	Pavement remediation works complete between Cunningham Street and Cunningham jetty. Line marking – contractor delayed
Parnella foreshore erosion barrier repair	In progress.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

Infrastructure - To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.

Strategy

- Be proactive infrastructure managers by anticipating and responding to the growing and changing needs of the community and the area.
- Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle.
- Develop and maintain infrastructure assets in line with affordable long-term strategies.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

07/22.14.2 Animal Control Report

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Municipal Inspector
FILE REFERENCE	003\003\018\
ASSOCIATED REPORTS AND	Nil
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

This is a monthly update for animal control undertaken since the last meeting of Council.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report – Council consideration at previous meetings.

OFFICER'S REPORT:

Dog control – activity summary

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/ Denison	Stieglitz	Goshen/Pye/ Weldborough	St Helens	St Marys	TOTALS
Dogs Impounded											2				2
Dogs in Prohibited Area															
Dogs Rehomed or sent to Dogs Home															
Livestock Complaints															
Barking Dog				3			1				2		1		7
Bark Monitor				2											
Bark Abatement Notice															
Wandering Dog or Off Lead		3				1					2		2	1	9

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/ Denison	Stieglitz	Goshen/Pye/ Weldborough	St Helens	St Marys	TOTALS
Verbal Warnings		3		2		1					4		3	1	14
Letter/Email warnings and reminders		2		1							1		4		8
Patrol		3		2	3	3		2	6		5		9	4	37
Dog Attack - on another animal (Serious)															
Dog Attack/ Harassment - on another animal (Minor)															
Dog Attack - on a person (Serious)															
Dog Attack/ Harassment - on a person (Minor)															
Dog - chasing a person															
Declared Dangerous dogs															
Dangerous Dogs Euthanised															
Unregistered Dog - Notice to Register				9							4				13
Dogs Registered 2021/22 to date															1511
Pending Dog Registration 2021/22															
Infringement Notice Issued															
Pending Dog Registration Checks															
Caution Notice Issued		1		1									1		3
Verbal Warnings /Education Sheets Maps		1													1
Infringement Notice - Disputes in Progress													3		3
Infringement - Time Extension request															
Infringement Notice - Revoked								1					2		3

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/ Denison	Stieglitz	Goshen/Pye/ Weldborough	St Helens	St Marys	TOTALS
Kennel Licence - No Licence				2											2
Kennel Licence - Issued															
Rooster /Poultry Complaints														1	1
Other / Welfare concerns /RSPCA		2		1										2	5
Cat Complaints														1	1
Lost Dogs															
Illegal Camping														1	1
Beach Patrols (not additional days)		3			3	3		2	6		5				22
Additional Beach Patrols		2			2	2		3	4		2				15
TOTALS		20		23	8	10	1	8	16		27		25	11	

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

Environment - To balance our use of the natural environment to ensure that it is available for future generations to enjoy as we do.

Strategy

Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

07/22.14.3 Falmouth Township – Request for Speed Limit Change

ACTION	DECISION
PROPONENT	Falmouth Residents
OFFICER	David Jolly – Manager Infrastructure and Development Services
FILE REFERENCE	032\005\013\
ASSOCIATED REPORTS AND	Letter to Council regarding Falmouth Speed Limit
DOCUMENTS	Traffic & Civil Services – Falmouth Speed Limit and Signage
	Review

OFFICER'S RECOMMENDATION:

- 1. That Council seek Transport Commissioner authorisation for a 60km/hr speed limit on Falmouth Road (between the Tasman Highway and the Falmouth Township) in accordance with the recommendation made by Traffic & Civil Services.
- 2. That Council seek Transport Commissioner authorisation for a 40km/hr Area speed limit for Falmouth in accordance with the recommendation made by Traffic & Civil Services.
- That Council install Pedestrian warning signs W6-1A with Florescent yellow-green background sheeting on Grant Street and Hammond Street approaches to Grant Street boat ramp and beach access area.

INTRODUCTION:

Council has received a request to reduce the speed limit in Falmouth and install pedestrian friendly signage. Pease refer to attached request and community petition.

The following actions have been requested to reduce traffic speed and increase pedestrian safety:

- 1. Reduction of the speed limit throughout Falmouth to 40km/hr (research indicates that a 10 km/h reduction in travelling speeds can lead to a 25 percent reduction in deaths and serious injuries to pedestrians and cyclists).
- 2. Installation of two (2) advisory warning signs, one (1) on Grant Street heading north approximately opposite 122 Grant Street and the other on the existing signpost on Hammond Street at the junction with Legge Street for traffic heading downhill (west).
- 3. Installation of two (2) "Watch Out for Pedestrians" signs, one (1) for traffic leaving the lagoon parking lot and the other as a replacement of the existing icon-only sign for traffic entering Falmouth.
- 4. Installation of stop signs on Morrison Street at Franks Street and on Franks Street at Falmouth Main Road.

The purpose of this report is to provide the Council with additional qualified advice and to provide recommendation(s) to the Council for consideration.

PREVIOUS COUNCIL CONSIDERATION:

Council Workshops held on the June and July 2022.

OFFICER'S REPORT:

Petition

The attached petition demonstrates that there is broad community support for the proposed town area speed limit change.

Traffic & Civil Services – Qualified review of proposal

Traffic & Civil Services (TCS) was engaged by the Manager Infrastructure and Development Services to assess the request received in accordance with Austroads Guidelines, LGAT Council Road Standards and Australian Standard AS1742.2 1742.4 and 1742.10.

Please refer to the attached report Falmouth Speed Limit Review

TCS Recommendations and Summary

In summary it is considered that speed limit reductions at Falmouth are appropriate given the urban residential nature of the town, pedestrian activity, narrow roads without footpaths and minimal road delineation.

For similar reasons pedestrian warning signs are considered appropriate on the road approaches to the Grant Street boat ramp and beach access. Stop signs are not warranted at the Frank Street junctions as Safe Intersection Sight Distance is available.

For Transport Commissioner authorisation a speed zoning plan for Falmouth will be required detailing sign locations and details as tabled below. The plan can also be used for quoting and sign installation by Councils contractor.

Recommendations:

60 R4-1B	• 60km/h speed limit on Falmouth Road. Seek Transport Commissioner authorisation for a 60km/h speed limit. A pair of R4 - 1B signs on Falmouth Rd are required at both ends i.e. at the Southern end facing traffic turning off the Tasman Highway and at the Northern end facing traffic leaving Falmouth.
AREA R4-10B	• 40 Area speed limit for Falmouth. Seek Transport Commissioner authorisation of a 40 Area speed limit. A pair of signs R4 -10B signs for the Falmouth Township are required at the Falmouth Road approach to Falmouth on the back of the 60 signs for South bound traffic on Falmouth Road.
W6-1A	• Pedestrian Warning signs Council install Pedestrian warning signs W6-1A with Fluorescent yellow -green background sheeting on Grant Street and Hammond Street approaches to the Grant Street boat ramp and beach access area.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027 – Revised March 2022

Goal

Infrastructure - To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.

Key Focus Area

Roads and Streets - Develop a well maintained road network that recognises the changing demands and requirements of residents and visitors.

LEGISLATION & POLICIES:

Local Government Act 1993 AS1742 Speed control standard

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Council has a current budget for the placement of new and replacement road signage. No additional funding is required for the proposed road signage changes at Falmouth.

VOTING REQUIREMENTS:

Simple Majority.

Break O'Day Council 32-34 Georges Bay Esplanade St Helens Tasmania 7216

By email: admin@bodc.tas.gov.au

Dear Councillors

RE: Request to reduce the speed limit in Falmouth and install pedestrian-friendly signage

As you are no doubt aware, there are no footpaths in Falmouth. While there are wide and well-maintained grass verges on most streets, residents and visitors tend to walk on the formed roads.

Traditionally, Falmouth has been a place where children are free to roam relatively unsupervised between shacks and homes of relatives and friends. Until recently this caused few issues as there was little vehicular traffic and most drivers were familiar with the habits of pedestrians and the need to watch out for children.

However, with the increase in short-term holiday rentals such AirBnB in recent years, the amount of car traffic in Falmouth has increased significantly. More importantly there are now many more first-time visitors who are not expecting to come across pedestrians on the roads.

An area of great concern is Grant Street between James Street and the lagoon parking area and the bottom of Hammond Street:



Pedestrians and cyclists heading downhill on Hammond Street towards the lagoon are particularly vulnerable to traffic heading north on Grant Street. Break O'Day Council Page 2

With the recent sealing of Morrison Street and Franks Street it also appears that average speeds within Falmouth have increased and there have been a number of near-misses reported, especially at the junction of Morrison and Franks Street and the junction of Franks Street and Falmouth Main Road with drivers either failing to give way or assuming there is no traffic.

Please accept this letter as a formal request for the following actions to reduce traffic speed and increase pedestrian safety:

- Reduction of the speed limit throughout Falmouth to 40km/hr (research indicates that a 10 km/h reduction in travelling speeds can lead to a 25 percent reduction in deaths and serious injuries to pedestrians and cyclists)
- Installation of two advisory warning signs, one on Grant Street heading north approximately opposite 122 Grant Street and the other on the existing signpost on Hammond Street at the junction with Legge Street for traffic heading downhill (west)
- Installation of two "Watch Out for Pedestrians" signs, one for traffic leaving the lagoon parking lot and the other as a replacement of the existing icon-only sign for traffic entering Falmouth
- Installation of stop signs on Morrison Street at Franks Street and on Franks Street at Falmouth Main Road.

We have attached a map depicting the above in Appendix 1 and further details on the requested signage in Appendix 2. We have included further information on pedestrian safety in Appendix 3.

We understand speed limit changes are approved by the **Commissioner for Transport** as the legal authority for setting speed limits on all roads in Tasmania. We further understand the Commissioner will review a speed limit if they receive a speed limit change application from the relevant road manager, which in Falmouth's case is the Break O'Day Council, and that community support is a requirement.

To determine the level of community support for this initiative, a petition¹ was circulated to residents and visitors between 13 March 2022 and 19 May 2022, coinciding with the Easter Break. The petition was also made available online using www.petitions.net and members of the Falmouth Community Centre were advised by email of the petition and the background to this initiative. The background in this letter and the information in Appendices 1-4 were provided to everyone and made available online.

In total, 142 unique signatures were obtained, 56 electronically via petitions.net and 87 on paper. In some cases two or more people at a property signed the petition, so an analysis was undertaken based on addresses rather than individuals.

In summary, signatures representing 46 (84%) of the 55 properties in Falmouth owned by permanent residents and 56 (63%) of the 89 properties used primarily as shacks or holiday rentals².

Overall, 74% of the occupied properties in Falmouth support this initiative3.

The petition has been formatted generally in accordance with the guidelines on Council's website but is not intended as a formal petition to Council under Section 57 of the Local Government Act; it was undertaken so that Council can demonstrate to the Commissioner for Transport that there is overwhelming community support for reducing the speed limit.

The organisers of the petition were unable to contact some of the owners of shacks and holiday rentals that were unoccupied over Easter. Given the almost unanimous support for the initiative from those contacted in in person by the authors, it is reasonable to assume the level of support from shack and holiday rental owners would be similar to that of permanent residents.

³ Percentages calculated using developed lots only le not including the 23 vacant lots in Falmouth

Break O'Day Council Page 3

We note that while 50 km/hr is the general urban default speed limit across Tasmania, a speed limit of 40 km/hr is consistent with high pedestrian activity areas and is documented the **Tasmanian Speed Zoning Guidelines**⁴ as being able to be applied "in beachfront areas with low traffic volumes and no formal footpath facilities". We further note that the speed limit in much of Binalong Bay is 40km/hr consistent with this exception.

Concurrently with the request to lower the speed limit and erect appropriate signs, we note that a separate request has been made of Break O'Day Council for construction/restoration of a **gravel track** adjacent to and on the west side of Grant Street, between James Street and the Henderson Lagoon parking area, suitable for pedestrians and cyclists.

We believe these actions collectively are consistent with the Tasmanian Government's speed zoning principles which are are included in Appendix 4 for your reference and will go a long way to improving pedestrian safety in Falmouth.

We respectfully request Council submit an application to the Commissioner for Transport and undertake the other works outlined above at the earliest opportunity.

If there are any questions or if further information is needed, please contact the undersigned.

Yours sincerely,

⁴ Tasmanian Speed Zoning Guidelines, Department of State Growth July 2020 transport.tas.gov.au

Appendix 1: Requested Actions



(Signs shown are indicative only; actual format and wording per regulations or Council's discretion)

Appendix 2: Proposed Signage

(Signs shown are indicative only; actual format and wording per regulations or Council's discretion)



- Replace the current 50km/hr speed limit with 40km/hr
- · Speed limit to apply to ALL of Falmouth



- Replace the current sign on Frank Steet as vehicles enter Falmouth
- New sign leaving Henderson Lagoon parking area approaching intersection with Hammond and Frank Street



- New sign on Hammond Street at the junction with Legge Street for traffic heading downhill towards the lagoon
- New sign on Grant Street at the junction with James Street for traffic heading towards the lagoon



- New sign on Morrison Street at junction with Franks Street
- New sign on Franks Street at junction with Grant Street (Falmouth Main Road)

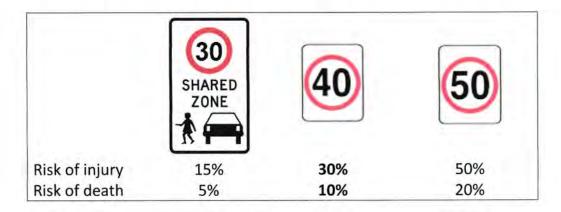
Appendix 3: Pedestrian Safety

Pedestrians and cyclists represent one in four serious casualties in Tasmanian cities and towns.

Pedestrians and cyclists are at high risk of serious injury or death if hit at speeds above 30km/hr⁵.

Research also indicates that a 10 km/h reduction in travelling speeds can lead to a 25 percent reduction in deaths and serious injuries. The National Road Safety Action Plan⁶, recommends a 40 km/h (or lower) speed limit in high pedestrian and cyclist use zones.

Pedestrians and cyclists are extremely vulnerable in collisions. The risk of death or serious injury increases markedly over impact speeds of 30 km/h. The average risk of severe injury for a pedestrian struck by a vehicle is 10% at an impact speed of 25km/hr, 25% at 40km/hr and 50% at 50km/hr⁷.

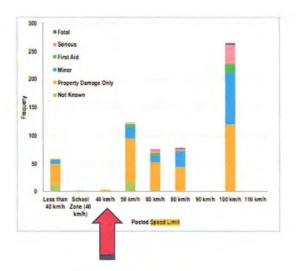


Crash data analysis done for the Break O'Day Council's **Transport Master Plan** 2013-2018 clearly shows that very few if any injury accidents have occurred in Break O'Day where the posted speed limit is 40km/hr, whereas there have been numerous injury accidents and damage to property where the speed limit is 50km/hr.

⁵ Towards Zero Action Plan 2020-2024, Department of State Growth towardszero.tas.gov.au

⁶ The National Road Safety Action Plan 2018–2020, National Road Safety Strategy (NRSS) www.roadsafety.gov.au

⁷ The average risk of death for a pedestrian is 10% at an impact speed of 40km/hr and 25% at 50km/hr.



Appendix 4: Speed zoning principles - Tasmania

Speed zoning principles

Speed limits need to achieve a reasonable balance between road safety and local amenity concerns on the one hand, and traffic mobility expectations on the other. It is recognised that community views on the appropriate balance between these considerations continue to evolve over time.

In order to be effective, speed limits need to be realistic and credible. The speed limit should reflect the road's characteristics and environment so that its justification is self-evident to motorists.

Whilst it is noted that the effect of changed speed limits on the overall travel time of individual motorists tends to be small, experience has shown that arbitrarily low limits attract poor levels of compliance, even when subject to regular enforcement.

Speed limits are not always the most appropriate tool with which to address safety concerns – isolated hazards, such as a specific intersection or a tight bend are better addressed with physical works or the installation of warning signs, including speed advisory signs.

Motorists can become confused by too many speed limit changes along the same route. A balance needs to be achieved between matching the limit with the road characteristics at specific locations and avoiding excessive 'chop and change.'

Speed zones need to be clearly and regularly signed so that motorists are not confused about the limit which applies. These signs should be installed with accordance with AS1742.4.

Tasmanian Speed Zoning Guidelines
Department of State Growth July 2020
www.transport.tas.gov.au



Falmouth Speed Limit and Signage Review

- Finai
- June 2022

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7) (7) (4)

Document history and status

Revision	Date issued	Reviewed by	Approved by	Date approved	Revision type
1	15 th June 2022	R Burk	R Burk	15 th June 2022	Draft
2	15 th June 2022	R Burk	R Burk	15 th June 2022	Draft #2
3	15 th June 2022	R Burk	R Burk	15 th June 2022	Final
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Distribution of copies

Revision	Copy no	Quantity	Issued to	
Draft	1	1	David Jolly, BODC	
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1. Introduction

1.1 Project description

A resident submission has been received requesting Break O'Day Council (BODC) provide a 40 Area speed limit for Falmouth, Pedestrian warning signs and Stop signs, see Appendix E. This report assesses the requests. Figure 1 shows the road network at Falmouth.



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1.2 References

Austroads Guidelines:

- Traffic Management Part 5: Road Management (2017)
- Traffic Management Part 6: Interchanges, Intersections and Crossings (2020)
- Road Safety Part 6: Managing Road Safety Audits (2019)
- Road Design Part 4A: Unsignalised and Signalised Intersections (2021)
- Safe System Assessment framework (2016)

Standard Drawings:

LGAT Council Road Standards: <u>Tasmanian-Municipal-Standards-Drawings-v3-December-20202.pdf (lgat.tas.gov.au)</u>

Australian Standards:

- AS 1742.4 Speed Controls
- AS 1742.2. Manual of Uniform Traffic Management Devices
- AS 1742.10 Pedestrian control and protection

1.3 Reviewer

An experienced road and traffic engineer, Richard Burk.

Relevant Qualifications:

- BE Civil University of Tasmania 1987
- Masters in Traffic Engineering from Monash University 2004
- Over 35 years of experience in the road and traffic industry with state and local government and the private sector
- · Original Road Safety Auditor training by Austroads July 1995 (Robert Morgan)
- · Road Safety Audit update training by Safe System Solutions April 2017 (Ken Beer)
- Experienced Lead Road Safety Auditor with state and local road projects in Tasmania for State and Local Government and private sector clients.
- · Registered Road Safety Auditor with Vicroads

Position and Organisation: Director Traffic and Civil Services Pty Ltd

9.8	54/	10.	M I	•
6/8			M.	

2. Existing Situation

2.1 Background and Scope

Falmouth is a small urban residential centre where the General Urban Speed Limit of 50km/h applies. The streets are relatively short and narrow and have no footpaths or kerb and channel. This report focuses on speed management at Falmouth, Grant Street pedestrian safety and the Frank Street junctions. Figure 2 shows the Council Road network and Figure 3 shows the land use zoning as per the Break O Day Interim Planning Scheme 2013.

Falmouth Road is not part of the Tasmanian 26m B Double network, see Appendix C.



Figure 2 - Council Road network at Falmouth

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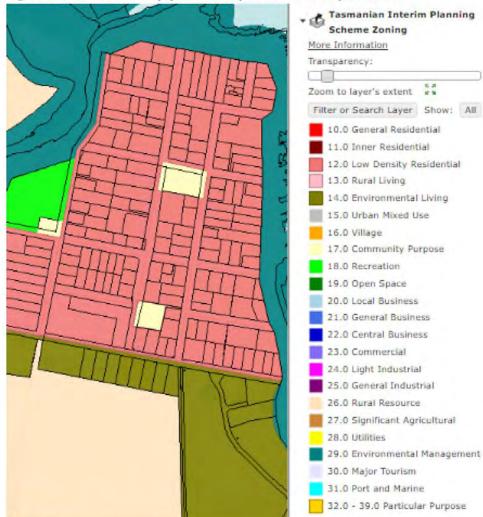


Figure 3 - Falmouth Township, predominantly zoned Low Density Residential

Source: LISTmap, DP IPWE

The scope of the review includes Grant Street, the boat ramp and Frank Street junctions, see Figure 4.

Hammond Street

ames Street

Figure 4 - Aerial view of Falmouth development density & road environment.

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Source: LISTmap, DPIPWE

2.2 Existing Situation

2.2.1 Speed Management

Falmouth Road has no posted speed limit and is rural in nature and the Default Rural Sealed Road speed limit of 100km/h is inferred. However, Falmouth Road is too short (675m) for this speed limit and the speed environment is estimated at 80km/h. A speed limit of 60km/h would satisfy Table 2.2 – Minimum Lengths of Speed Zones, AS 1742.4.

Falmouth is accessed via Grant Street which has a posted linear speed limit of 50km/h though not signed in a manner consistent with the Australian Standard. The General Urban Default Speed Limit of 50km/h applies to the other roads as they are within an urban township.

2.2.2 Cross Section

Falmouth Road

Falmouth Road has a seal width of 5m with no shoulders, footpath or kerb and channel. Figures 5 - 7 show the road standard. Falmouth Road is a collector road as it provides access to Falmouth from the Tasman Highway. Tasman Highway AADT is some 800vpd (2021), see Appendix A. Falmouth Road AADT is estimated to vary between 100 to 300 vpd with traffic and pedestrian activity peaking over the summer.

The LGAT Rural Sealed Road Standard Drawing TSD-R02 for traffic activity in the range of 100 to 300 vpd indicates a target cross section Code S3 road with seal width of 5.5m and 0.5m shoulders and no footpath. Accordingly, the Falmouth Road standard is considered narrower than the target cross section.



Figure 5 - Falmouth Road approach to Falmouth from Tasman Highway

Source: Google Earth

Figure 6 - Falmouth Road approach to Falmouth



Figure 7 - Falmouth Road departure from Falmouth



Grant Street

Grant Street has a sealed width of 5m with no shoulders, footpath or kerb and channel. Figure 8 shows the road standard. Grant Street has a minor collector road function as it is the main road through Falmouth and provides access to the boat ramp and beach.

The LGAT Urban Sealed Road Standard Drawing TSD-R06 for residential streets indicates a target cross section with seal width of 8.9m, footpath one side and kerb and channel. Accordingly, the Grant Street standard is sub optimum.

Other Council Roads at Falmouth

The other Council Roads at Falmouth function as residential streets with similar standard to Grant Street.

2.2.3 Delineation

Road delineation at Falmouth is provided with occasional guideposts at driveways and culverts.

2.2.4 Pedestrian Facilities

No pedestrian facilities are provided however the roadsides are considered relatively pedestrian friendly as they are mowed, and relatively even and flat, see Figure 8.

Figure 8 - Typical Grant St. roadsides approaching and departing the boat ramp



2.2.5 Grant Street

Figures 9 to 21 show the nature of Grant Street.

Figure 9 - Northbound approach to Frank Street



Figure 10 - Southbound approach to Frank Street



Figure 11 - Southbound approach to James Street



Figure 12 - Northbound approach to James Street



Figure 13 - Southbound approach to Hammond Street



Figure 14 - Northbound approach to Hammond Street



Figure 15 - Northbound approach to Boat Ramp



2.2.6 Grant Street / Frank Street junction

Figures 16 to 18 show the nature of the Grant / Frank Street junction.

Figure 16 - Aerial View of Grant Street / Frank Street junction



Source: LISTmap, DPIPWE

Figure 17 - Looking Right along Grant Street from Frank Street



Sight distance left is > 80m.

Figure 18 - Looking Left along Grant Street from Frank Street



Sight distance right is > 80m.

2.2.7 Grant / Hammond Street junction

Figures 19 to 21 show the nature of the Grant / Hammond Street junction.

Figure 19 – Aerial View of Grant Street / Hammond Street junction



Source: LISTmap, DPIPWE

Figure 20 - Looking Right along Grant Street from Hammond Street



Figure 21 - Looking Left along Grant Street from from Hammond Street



2.2.8 Frank / Morrison Street junction

Figures 22 to 24 show the nature of the Frank / Morrison Street junction.

Figure 22 - Aerial View of Frank / Morrison Street junction



This junction is now sealed.

Source: LISTmap, DPIPWE

Figure 23 - Looking Right along Frank Street from Morrison Street



Sight distance right is > 80m.

Figure 24 - Looking Left along Frank Street from Morrison Street



Sight distance left is > 80m.

2.2.9 Grant Street Boat Ramp

Figure 25 show the nature of the boat ramp and beach access.

Figure 25 - Aerial View of Grant Street Boath Ramp



Source: LISTmap, DPIPWE

3. Situation Appraisal

3.1 Falmouth 5 Year Reported Crash History

DSG is supplied with reported crashes by Tasmania Police. DSG maintains a crash database from the crash reports which is used to monitor road safety, identify problem areas and develop countermeasures and improvement schemes. There have been no crashes recorded on Falmouth Rd and the township in the period 2009-2022 as of 14th June 2022.

Figure 26 shows reported crash locations over the last 5 years on the Tasman Highway with no crashes reported at Falmouth.



Figure 26-5 Year Reported crash locations at Falmouth

3.2 Safe Intersection Sight Distance

The Frank Street junctions with Grant Street and Morrison Street have been assessed in terms of Safe Intersection Sight Distance(SISD) and found compliant with Table E4.7.4 of BODC Road and Railway Assetts Code E4. The junction priority rule is considered adequate to control the junctions and Stop signs are not required.

Figure 27 - 5 Year Reported crash locations at Falmouth

Junction	Speed	Speed	Acceptable Solution	Ava	ilable
Major Rd - Minor Rd	Limit (km/h)	Environment (km/h)	SISD(m) Table E4.7.4	Left(m)	Right(m)
Grant - Frank	50	50	80	>80m	>80m
Frank - Morrison	50	40	80	>80m	>80m

Compliant with E4.7.4

3.3 Road Safety Review

From road safety review the following issues were identified:

- · Falmouth roads are narrower than guidelines
- Falmouth roads have no footpaths
- Falmouth roads have minimal delineation.

3.4 Austroads Safe System Assessment

Falmouth Road and Grant Street have been assessed in accordance with the Austroads Safe System assessment framework. This framework involves consideration of exposure, likelihood and severity to yield a risk framework score. High risk crash types and vulnerable road user crash types are assessed for each site and aggregated to provide an overall crash risk. Crash risk is considered in terms of three components:

- · Exposure (is low where low numbers of through and turning traffic) i.e.1 out of 4
- · Likelihood (is low where the infrastructure standard is high) i.e. 1 out of 4
- · Severity (is low where the speed environment is low) i.e. 1 out of 4

The Austroads Safe System Assessment process enables the relative crash risk of an intersection or road link to be assessed. Vulnerable Road users are considered along with the most common crash types.

Crash risk score is an indicator of how well infrastructure satisfies the safe system objective which is for a forgiving road system where crashes do not result in death or serious injury.

From safe system assessment the following crash risk scores have been calculated:

Falmouth Road

- 80km/h Speed Environment 57/448
- o 60km/h Speed Environment 40/448

from 80 to 60km/h is estimated to reduce crash risk by 30%.

Reducing speed environment

Grant Street

- 50km/h Speed Environment 44/448
- 40km/h Speed Environment 32/448

Reducing speed environment from 50 to 40km/h is estimated to reduce crash risk by 27%.

The crash risk scores can be reduced from Low to Very Low by reducing speed limits as proposed. See Appendix D for safe system assessment scores and Figure 27 for correlation of crash risk score with crash risk.

Figure 27 - Austroads Safe System Assessment alignment between crash score & risk

<40/448 Very low risk score

(40-80)/ 448 Low risk score

(80-180)/448 Moderate to high risk score

High risk score

3.5 Issues and countermeasures

- The Falmouth Road Speed Limit is too high for the conditions i.e. narrow short road.
- The General Urban Speed Limit of 50 Km/h at Falmouth is excessive for the short length and narrow width of the residential streets considering there are no footpaths and pedestrians use the mowed road edges and there is tourist / residential pedestrian and cyclist activity.
- There are no formal pedestrian facilities on the Council Road network at Falmouth or at the boat ramp and beach access where pedestrian activity is prevalent.
- · There is minimal road delineation at Falmouth

Given the above it is considered that speed limit reduction and pedestrian warning signage are appropriate countermeasures, consistent with Speed Management practice in Urban areas.

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4. Speed Limit Justification

4.1 Standards, guidelines & justification for the Transport Commissioner

The following standards and guidelines inform the Transport Commissioner's decision:

Falmouth Road proposed 60km/h zone

- AS1742.4 Speed controls standard
 - Minimum speed zone length required:
 - 600m for a 60km/h zone, the road is 675m in length.
 - Signs provide Australian Standard R4-1B (60) signs for an 60km/h zone.
- Austroads Guide to Traffic Management Part 5: Road Management (2017) Section 6
 Justification for 60km/hr to replace 100km/hr from Table 6.5 for Rural roads undivided (arterial and local; farmland, undeveloped, sparsely built-up areas)
 - Falmouth Road is narrow with a seal width of 5.0m i.e. lane widths are < 3m.</p>
 - Shoulders < 0.5m. There is grass verge with no road shoulders.
 - Road length is 650m, not sufficient to support a 80 or 100km/h zonc.

Falmouth Township proposed 40 km/h Area zone

- AS1742.4 Speed controls standard
 - Minimum speed zone length required:
 - 400m for a 40km/h zone
 - Signs provide Australian Standard R4-10B (40 Area) signs.
- Austroads Guide to Traffic Management Part 5: Road Management (2017) Section 6
 Justification for 40 Area zone to replace General Urban Default of 50km/hr from Table 6.4 for Urban local access roads (fully and partially built-up areas)
 - Pedestrian and cyclist activity peaking in tourist season (October March)
 - Recreational activity with boat ramp use and beach access.
 - The roads are narrow with no footpaths.
 - Effective road lengths < 650m e.g. Grant Street is longest at 650m.

Also see Appendix B for factors determining speed limits.

5. Recommendations and Summary

In summary it is considered that speed limit reductions at Falmouth are appropriate given the urban residential nature of the town, pedestrian activity, narrow roads without footpaths and minimal road delineation.

For similar reasons pedestrian warning signs are considered appropriate on the road approaches to the Grant Street boat ramp and beach access.

Stop signs are not warranted at the Frank Street junctions as Safe Intersection Sight Distance is available.

For Transport Commissioner authorisation a speed zoning plan for Falmouth will be required detailing sign locations and details. The plan can also be used for quoting and sign installation by Councils contractor.

Recommendations:

60km/h speed limit on Falmouth Road



R4-1B

Seek Transport Commissioner authorisation for a 60km/h speed limit, A pair of R4-1B signs on Falmouth Rd are required at both ends i.e at the Southern end facing traffic turning off the Tasman Highway and at the Northern end facing traffic leaving Falmouth.

· 40 Area speed limit for Falmouth



R4-10B

Seek Transport Commissioner authorisation of a 40 Area speed limit. A pair of signs R4-10B signs for the Falmouth Township are required at the Falmouth Road approach to Falmouth on the back of the 60 signs for South bound traffic on Falmouth Road.

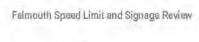
· Pedestrian Warning signs



W6-1A

Council install Pedestrian warning signs W6-1A with Fluorescent yellow -green background sheeting on Grant Street and Hammond Street approaches to the Grant Street boat ramp and beach access area.

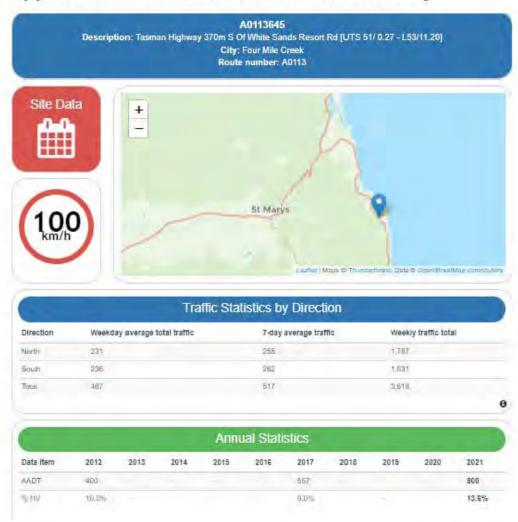
22 N.Wg 6

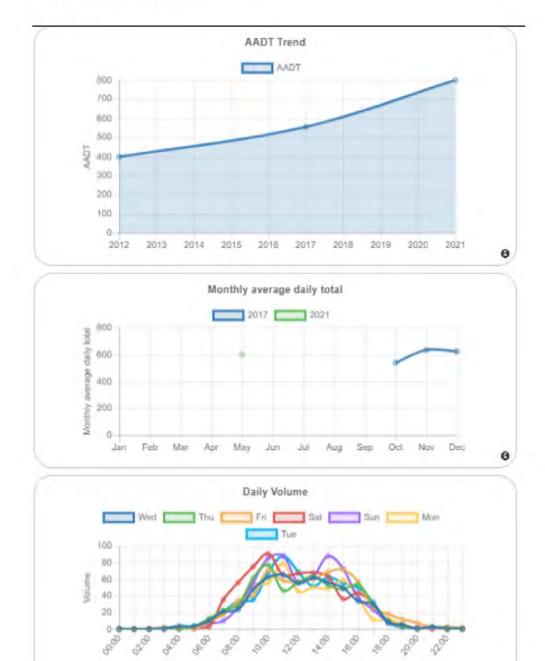


Appendices

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Appendix A - DSG Traffic Data - Tasman Hwy





Time

25 | Page

0

Appendix B – Factors Determining Speed Limits

Factors determining speed limits from AS 1742.4: Speed Controls and Austroads Guide to Traffic Management Part 5 – Road Management are primarily:

Roadside Development

- Fully built-up areas where residential, business or industrial development extends 90 % of the road frontage, a 60km/h speed limit is normal.
- Partially built-up areas where residential, business or industrial development extends 25 - 90% of the road frontage, a 70 to 80km/h speed limit is normal.
- Sparsely built-up areas where residential, business or industrial development extends < 25 % of the road frontage, an 80 to 90km/h speed limit is normal.
- Farmland areas with no more than 20 residences/km, a 100km/h speed limit is normal.
- Undeveloped areas with < 5 residences/ km, 100km/h or more is normal.

Road Characteristics

- Alignment lower speeds may be appropriate where alignment is poor over a substantial length of road, e.g. long winding mountainous sections of road.
- Road access where access visibility is high, higher speed limits may be appropriate.
- Intersections or isolated hazards should be managed with safety improvements rather than localised speed limit reductions.

· Traffic Characteristics

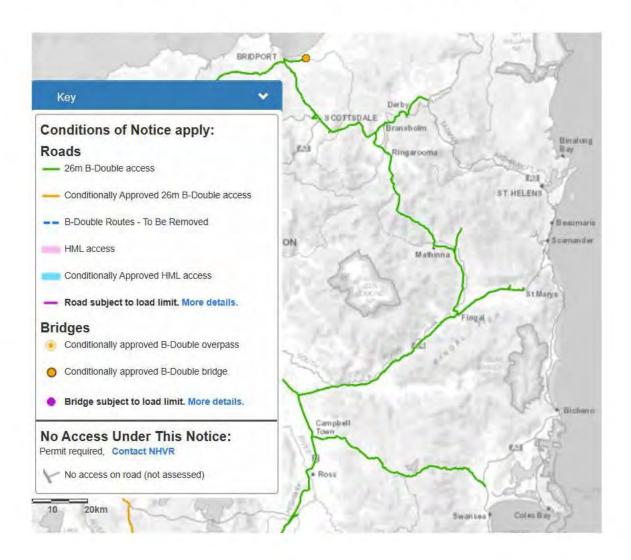
- · Traffic pattern speed limits should be kept as consistent as possible.
- Pedestrian safety is managed with:
 - · low speed limits and facilities where roadside development is high.
 - Traffic management facilities where roadside development is low.

To summarise in general:

- Roads in built-up areas have low-speed limits typically 40 60km/h. This is because
 pedestrian exposure is high, property access is frequent, residential amenity is a high
 priority and transport efficiency is a low priority. This is typical of urban areas.
- Roads in sparsely built-up areas have high-speed limits typically 80-100km/h. This is
 because pedestrian exposure is low, property access infrequent, residential amenity is
 a low priority & transport efficiency is a high priority. This is typically of rural areas.

District

Appendix C – Tasmanian 26m B Double Network



Appendix D - Safe System Assessments

		Run-off-road	Head-on	Intersection	Other (Trucks) Pedestrian		Cyclist	Motorcyclist		
Exposure	Justification (AADT 200vpd)	Low traffic volume, no crashes	Low traffic volume, no crashes	344	Low traffic volume, no Very low pedestrian Very low cyclist crashes	Very low pedestrian activity with <10 pph	Very low cyclist activity with <10 cph	Very low pedestrian Very low cyclist activity with <10 pph activity with <10 cph activity with <10 mph		
	Score /4	1	1	1	1	1	1	1		
Likelihood	Justification	Normal straight 5m wide sealed road with no shoulders or street lighting. Some delineation is provided with Scentreline marking.	Normal straight 5m Normal straight 5m Admarks sailed road with ords sailed road with ords sailed road with ords sailed road with ords ords ords ords ords ords ords ords	Austroads compliant CHR Short T Junction on Tasman Hwy.	Austroads compliant Mormal straight Sm No footpaths, CHR Short Tunction wide sealed road with pedestrian friendly no shoulders or streat grassed roadsides lighting, Some though unmown, delineation is provided with S centraline marking.	No footpaths, pedestrian friendly grassed roadsides though unmown.	Normal straight 5m Normal straight som decaded road wide sealed road sealed ro	Normal straight 5m Normal straight 5m winds sealed croad with with no shoulders or no shoulders or street street lighting. Some lighting, Some delineation is delineation is delineation with no shoulders with a provided with swith swith sentreline marking.		
	Score /4	. 2	2	1	2	3	3	3		
Severity	Justification (80km/h speed environment)	80km/h speed environment, no roadside hazards	80km/h speed environment, no roadside hazards	80km/h speed environment, no roadside hazards	80km/h speed environment, no roadside hazards	80km/h is a high speed environment for pedestrians	80km/h is a high speed environment for cyclists	80km/h is a high speed environment for motorcyclists		
	Score /4	3	3	8	3	4	7	4	Total	/448
Product	Total Score /64	9	9	8	9	12	12	12	57	7
afe Syst	Safe System Assessment		Proposed situs	ation Falmout	Proposed situation Falmouth Street (60 Km/h speed environment)	m/h speed e	nvironment)		1	
		Run-off-road	Head-on	Intersection	Other (Trucks) Pedestrian	П	Cyclist	Motorcyclist		
Exposure	Justification (AADT 200vpd)	Low traffic volume, no crashes	Low traffic volume, no Tasman Hwy, low crashes crashes	172	Low traffic volume, no Very low pedestrian Very low cyclist crashes	Very low pedestrian activity with <10 pph	Very low pedestrian Very low cyclist activity with <10 cph	Very law motorcyclist activity with <10 mph		
	Score /4	1	1	1	1	1	1	1		
Likelihood	Justification	Normal straight 5m wide sealed road with no shoulders or street lighting. Some delineation is provided with Scentreline marking.	Normal straight 5m Normal straight 5m normal straight 5m normal straight 5m normal straight 6m normal straig	Austroads compilant CHR Short Tunction on Tasman Hwy.	Normal straight 5m wide sealed road with no shoulders or street lighting. Some dedlineation is provided with \$ centreline marking.	No footpaths, pedestrian friendly grassed roadsides though unmown.	Normal straight 5m Normal straign wide sealed road wide sealed road wide sealed road sealed road street lighting, some lighting, some defineation is delineation is provided with 8 with Scentelline marking, marking.	Normal straight 5m Normal straight 5m wide sealed road with with no shoulders or no shoulders or street street lighting. Some lighting, Some lighting, Some delineation is delineation is restreeting with 8 with Seanteline marking, marking, marking, marking.		
	Score /4	2	2	1	2	3	8	3		
Severity	Justification (60km/h speed environment)	60km/h speed environment, no roadside hazards	60km/h speed environment, no roadside hazards	60km/h speed environment, no roadside hazards	60km/h speed environment, no roadside hazards	60km/h is a high speed environment for pedestrians	60km/h is a high speed environment for cyclists	60km/h is a high speed environment for motorcyclists		
	Score /4	1	1	1	1	4	7	3	Total	/448
Product	Total Score /64	2	2	1	7	12	12	6	40	0

Total

Proposed situation Grant Street (40 Area speed limit)

Product Total Score /64 Safe System Assessment

Safe Syst	Safe System Assessment		Existing situal	ion Grant Str	Existing situation Grant Street (50km/h speed limit)	peed limit)		
		Run-off-road	Head-on	Intersection	Other (Trucks) Pedestrian	Pedestrian	Cyclist	Motorcycli
Exposure	Justification (AADT 200vpd)	Low traffic volume, no crashes	Low traffic volume, no crashes	Side streets with Low traff low traff low traffic volume & crashes no crashes	Low traffic volume, no Pedestrian crashes activitypea during tour season > 50	Pedestrian activitypeaking during tourist season > 50 pph	Cyclist activity > 10 Low motorcyclis cph activity with <10	Low motorcyclis activity with <10
	Score /4	1	1	1	1	2	1	1
Likelihood	Justification	Normal straight 5m wide sealed road with no shoulders or street lighting and no delineation.	Normal straight 5m Normal straight 5m Simple junction wide sealed road with layouts with side no shoulders or street no shoulders or street ighting and no lighting and delineation.	Simple junction layouts with side streets	Normal straight 5m No footpaths, Normal straight 5 wide sealed road with narrow road with no wide sealed road no shoulders and with no shoulders and lighting and no pedestrian friendly street lighting and delineation.	No footpaths, narrow road with no shoulders and pedestrian friendly grassed roadsides.	Normal straight 5m Normal straight wide sealed road wide sealed road with sealed road with no shoulders or no shoulders or street lighting and lighting and on delineation.	Normal straight wide sealed roa no shoulders or lighting and no delineation.
	Score /4	2	2	2	2	3	3	3
Severity	Justification (50km/h speed	50km/h speed environment, no roadside hazards	50km/h speed environment, no roadside hazards	50km/h speed environment, no roadside hazards	50km/h speed environment, no roadside hazards	50km/h is a 50km/h is a moderate to moderate to speed environment speed environment for collists	50km/h is a 50km/h is a 50km/h is a mod moderate to high to high speed a provincent to anyonment or	50km/h is a moor to high speed environment for motorcyclists

		Run-off-road	Head-on	Intersection	Other (Trucks) Pedestrian	Pedestrian	Cyclist	Motorcyclist		
Exposure	Justification (AADT 200vpd)	Low traffic volume, no crashes	Low traffic volume, no crashes	Side streets with Low trafform low traffic volume & crashes no crashes	Low traffic volume, no Pedestrian crashes activitypea during tour season > 5C	Pedestrian activitypeaking during tourist season > 50 pph	Cyclist activity > 10 Low motorcyclist cph	Low motorcyclist activity with <10 mph		
	Score /4	1	1	1	1	2	1	1		
Likelihood	Justification	Normal straight 5m wide sealed road with no shoulders or street lighting and no delineation.	Normal straight 5m Simple junction wide sealed road with layouts with side no shoulders or streets streets lighting and no delineation.	Simple junction layouts with side streets	Normal straight 5m No footpaths, Normal straight 5m wide sealed road with narrow road with no wide sealed road no shoulders or street shoulders and with no shoulders and lithting and no pedastrian friendly street lighting and elineation.	No footpaths, narrow road with no shoulders and pedestrian friendly grassed roadsides.	Normal straight 5m wide sealed road with no shoulders or street lighting and no delineation.	Normal straight 5m Normal straight 5m wide sealed road wide sealed road with straight on the straight straight sealed road lighting and lighting and lighting and no delineation.		
	Score /4	2	2	2	2	က	m	3		
Severity	Justification (40km/h speed environment)	40km/h speed environment, no roadside hazards	40km/h speed environment, no roadside hazards	40km/h speed environment, no roadside hazards	40km/h speed environment, no roadside hazards	40km/h is a moderate to high speed environment for pedestrians	40km/h is a 40km/h is a 40km/h is a mod moderate to high speed speed environment speed environment for pedestrians for pedestrians for pedists	40km/h is a moderate to high speed environment for motorcyclists		
	Score /4	1	1	1	1	2	2	2	Total	/448
Product	Product Total Score /64	2	2	2	2	12	9	9	32	•

Appendix E - Ratepayer Submission

19 May 2022

Break O'Day Council 32-34 Georges Bay Esplanade St Helens Tasmania 7216

By email: admin@bodc.tas.gov.au

Dear Councillors

RE: Request to reduce the speed limit in Falmouth and install pedestrian-friendly signage

As you are no doubt aware, there are no footpaths in Falmouth. While there are wide and wellmaintained grass verges on most streets, residents and visitors tend to walk on the formed roads.

Traditionally, Falmouth has been a place where children are free to roam relatively unsupervised between shacks and homes of relatives and friends. Until recently this caused few issues as there was little vehicular traffic and most drivers were familiar with the habits of pedestrians and the need to watch out for children.

However, with the increase in short-term holiday rentals such AirBnB in recent years, the amount of car traffic in Falmouth has increased significantly. More importantly there are now many more first-time visitors who are not expecting to come across pedestrians on the roads.

An area of great concern is Grant Street between James Street and the lagoon parking area and the bottom of Hammond Street:



Pedestrians and cyclists heading downhill on Hammond Street towards the lagoan are particularly vulnerable to traffic heading north on Grant Street.

Break O'Day Council

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With the recent sealing of Morrison Street and Franks Street it also appears that average speeds within Falmouth have increased and there have been a number of near-misses reported, especially at the junction of Morrison and Franks Street and the junction of Franks Street and Falmouth Main Road with drivers either failing to give way or assuming there is no traffic.

Please accept this letter as a formal request for the following actions to reduce traffic speed and increase pedestrian safety:

- Reduction of the speed limit throughout Falmouth to 40km/hr (research indicates that a 10 km/h
 reduction in travelling speeds can lead to a 25 percent reduction in deaths and serious injuries to
 pedestrians and cyclists)
- Installation of two advisory warning signs, one on Grant Street heading north approximately
 opposite 122 Grant Street and the other on the existing signpost on Hammond Street at the
 junction with Legge Street for traffic heading downhill (west)
- Installation of two "Watch Out for Pedestrians" signs, one for traffic leaving the lagoon parking
 jot and the other as a replacement of the existing icon-only sign for traffic entering Fatmouth.
- Installation of stop signs on Morrison Street at Franks Street and on Franks Street at Falmouth Main Road.

We have attached a map depicting the above in Appendix 1 and further details on the requested signage in Appendix 2. We have included further information on pedestrian safety in Appendix 3.

We understand speed limit changes are approved by the Commissioner for Transport as the legal authority for setting speed limits on all roads in Tasmania. We further understand the Commissioner will review a speed limit if they receive a speed limit change application from the relevant road manager, which in Falmouth's case is the Break O'Day Council, and that community support is a requirement.

To determine the level of community support for this initiative, a potition¹ was circulated to residents and visitors between 13 March 2022 and 19 May 2022, coinciding with the Easter Break. The petition was also made available online using www.petitions.net and members of the Falmouth Community Centre were advised by email of the petition and the background to this initiative. The background in this letter and the information in Appendices 1-4 were provided to everyone and made available online.

In total, 142 unique signatures were obtained, 56 electronically via petitions net and 87 on paper. In some cases two or more people at a property signed the petition, so an analysis was undertaken based on addresses rather than individuals.

In summary, signatures representing 46 (84%) of the 55 properties in Falmouth owned by permanent residents and 56 (63%) of the 89 properties used primarily as shacks or holiday rentals.

Overall, 74% of the occupied properties in Falmouth support this initiative³.

The petition has been formatted generally in accordance with the guidelines on Council's website but is not intended as a formal petition to Council under Section 57 of the Local Government Act; it was undertaken so that Council can demonstrate to the Commissioner for Transport that there is overwhelming community support for reducing the speed limit.

The organisers of the petition were unable to contact some of the owners of shacks and holiday rentall that were unoccupied over Easter. Given the almost unanimous support for the initiative from those contacted in in person by the authors, it is reasonable to assume the level of support from shack and holiday rental owners would be similar to that of permanent residents.

Percentages calculated using developed jots only is not including the 23 vacant lots in Falmouth

Break O'Day Council

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We note that while 50 km/hr is the general urban default speed limit across Tasmania, a speed limit of 40 km/hr is consistent with high pedestrian activity areas and is documented the Tasmanian Speed Zoning Guidelines* as being able to be applied "In beachfront areas with low traffic volumes and no formal footpath facilities". We further note that the speed limit in much of Binalong Bay is 40km/hr consistent with this exception.

Concurrently with the request to lower the speed limit and erect appropriate signs, we note that a separate request has been made of Break O'Day Council for construction/restoration of a gravel track adjacent to and on the west side of Grant Street, between James Street and the Henderson Lagoon parking area, suitable for pedestrians and cyclists.

We believe these actions coffectively are consistent with the Tasmanian Government's speed zoning principles which are are included in Appendix 4 for your reference and will go a long way to improving pedestrian safety in Falmouth.

We respectfully request Council submit an application to the Commissioner for Transport and undertake the other works outlined above at the earliest opportunity.

If there are any questions or if further information is needed, please contact the undersigned.

Yours sincerely,

⁴ Tosmanian Speed Zoning Guidelines, Department of State Growth July 2020 transport tal quie all

Appendix 1: Requested Actions



(Signs shown are indicative only; actual format and wording per regulations or Council's discretion)

Appendix 2: Proposed Signage

(Signs shown are indicative only; actual format and wording per regulations or Council's discretion)



- Replace the current 50km/hr speed limit with 40km/hr
- · Speed limit to apply to ALL of Falmouth



- Replace the current sign on Frank Steet as vehicles enter Falmouth
- New sign leaving Henderson Lagoon parking area approaching intersection with Hammond and Frank Street



- New sign on Hammond Street at the junction with Legge Street for traffic heading downhill towards the lagoon
- New sign on Grant Street at the junction with James Street for traffic heading towards the lagoon

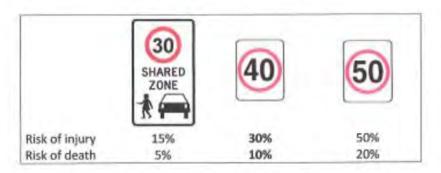


- New sign on Morrison Street at junction with Franks Street
- New sign on Franks Street at junction with Grant Street (Falmouth Main Road)

Appendix 3: Pedestrian Safety

Pedestrians and cyclists represent one in four serious casualties in Tasmanian cities and towns. Pedestrians and cyclists are at high risk of serious injury or death if hit at speeds above 30km/hr*. Research also indicates that a 1D km/h reduction in travelling speeds can lead to a 25 percent reduction in deaths and serious injuries. The National Road Safety Action Plans, recommends a 40 km/h (or lower) speed limit in high pedestrian and cyclist use zones.

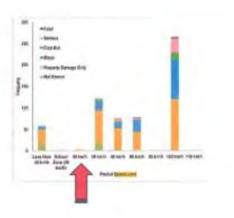
Pedestrians and cyclists are extremely vulnerable in collisions. The risk of death or serious injury increases markedly over impact speeds of 30 km/h. The average risk of severe injury for a pedestrian struck by a vehicle is 10% at an impact speed of 25km/hr, 25% at 40km/hr and 50% at 50km/hr*.



Crash data analysis done for the Break O'Day Council's Transport Master Plan 2013-2018 clearly shows that very few if any injury accidents have occurred in Break O'Day where the posted speed limit is 40km/hr, whereas there have been numerous injury accidents and damage to property where the speed limit is 50km/hr.

Towards Zero Action Pipe 2020-2024, Department of State Growth towards zero tax pov. 25

^{*} The Notional Road Sufety Action Plan 2018–2020, National Road Safety Strategy (NRSS) own contrafely are a The average risk of death for a pedestrian is 10% at an impact speed of 40km/hr and 25% at 50km/hr.



Appendix 4: Speed zoning principles - Tasmania

Speed zoning principles

Speed limits need to achieve a reasonable belance between road safety and local amenty concerns on the one hand, and traffic mobility expectations on the other. It is recognised that community views on the appropriate balance between these considerations continue to evolve over time.

In order to be effective, speed limits need to be realistic and credible. The speed limit should reflect the road's characteristics and environment so that its justification is self-evident to motorists.

Whilst it is noted that the effect of changed speed limits on the overall travel time of individual motorists tends to be small, experience has shown that arbitrarily low limits astract poor levels of compliance, even when subject to regular enforcement.

Speed limits are not always the most appropriate tool with which to address safety concerns – isolated hazards, such as a specific intersection or a tight band are better addressed with physical works or the intestation of warning signs, including speed advisory signs.

Motorists can become confused by too many speed limit changes along the same route. A balance needs to be achieved between matching the limit with the road characteristics at specific locations and avoiding excessive 'chop and change.'

Speed zones need to be clearly and regularly signed so that mocorists are not confused about the limit which applies. These signs should be installed with accordance with ASI742.4.

Tasmanian Speed Zoning Guidelines Department of State Growth July 2020 www.transport.tas.gov.au

07/22.14.4 St Helens Foreshore Playground Sun Shade

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure and Development Services
FILE REFERENCE	004\008\013\
ASSOCIATED REPORTS AND	Nil
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That Council receive this report as the closing report for Council decision 02/20.8.1.13.

INTRODUCTION:

The purpose of this report is to provide a progress update to the Council and to consider the Officer's recommendation.

PREVIOUS COUNCIL CONSIDERATION:

02/20.8.1.13 Moved: Clr M Osborne / Seconded: Clr J Drummond

A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:

That a Sun-shade for this playground be costed and the installation of it be included in our 2020-2021 Budget deliberations.

CARRIED UNANIMOUSLY

OFFICER'S REPORT:

Priority was given to funding the placement of sun-shades at the Scamander Reserve and Flagstaff Trail Head in the 2020-2021 capital budget at a total cost of \$50,000.

The cost estimate to place a suitable shade cover over the existing St Helens Foreshore playground in 2020-2021 was \$40,000.

The view taken at the time was that the playground (noting that replacement is due as early as 2022-2023) and other foreshore infrastructure may be impacted by the outcomes of the Marine Facilities Strategy (Georges Bay) — updated title being *Georges Bay Activation Strategy. Funding was not allocated in the 2020-2021 capital budget.*

The 2022-2023 Annual Plan – Action 4.1.1.3 St Helens Foreshore Activation Plan is to complete a review of the existing St Helens Foreshore Master Plan and consolidate taking into account the outcome of the Marine facilities Strategy. A capital allocation of \$50,000 has been proposed to undertake the review. Further updates will be reported to the Council under this action.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027 – Revised March 2022

Goal

Infrastructure - To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.

Strategy

Develop and maintain infrastructure assets in line with affordable long-term strategies.

LEGISLATION & POLICIES:

Local Government Act 1993.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

07/22.14.5 Policy Review – AM15 – Asset Disposal

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure and Development Services
FILE REFERENCE	002\024\003\
ASSOCIATED REPORTS AND	Draft Policy – AM15 Asset Disposal
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That Policy AM15, Asset Disposal be accepted with minor amendment.

INTRODUCTION:

Council has a schedule for regular review of Policies and this Policy is now due for revision.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 21 August 2014 - Minute No. 08/14.12.4.239 Amended 21 November 2016 - Minute No. 11/16.12.6.256 Amended 19 August 2019 - Minute No. 08/19.13.3.204

OFFICER'S REPORT:

This Policy was previously reviewed in August 2019 and is therefore due for revision.

Minor grammatical amendments have been made to the policy.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 -2027

Goal

Infrastructure - To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.

Strategies

- Be proactive infrastructure managers by anticipating and responding to the growing and changing needs of the community and the area
- Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle
- Develop and maintain infrastructure assets in line with affordable long-term strategies

LEGISLATION & POLICIES:

As identified in the policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:
Nil
VOTING REQUIREMENTS:
Simple Majority.



POLICY NO AM15 ASSET DISPOSAL
Works and Infrastructure
Manager Infrastructure and Development Services
Nil.
The objectives of this policy are to ensure Council's processes for calling of tenders for the sale and disposal of assets are fair and transparent, and define those circumstances with reasons for sale and disposal methods other than by tender.
Adopted 21 August 2014 - Minute No. 08/14.12.4.239 Amended 21 November 2016 - Minute No. 11/16.12.6.256 Amended 19 August 2019 - Minute No. 08/19.13.3.204

1. PURPOSE

The purpose of this policy is to provide a systematic and accountable method for the disposal of surplus assets, excluding real property, and to ensure the process is transparent and complies with Council's Code of Conduct.

Council aims to achieve advantageous disposal outcomes by:

- enhancing value for money by encouraging competition in disposal practices and using competitive disposal processes,
- b) promoting the use of resources in an efficient, effective and ethical manner,
- c) ensuring fair and equitable process and decisions,
- d) making decisions with probity, accountability and transparency,
- e) advancing and/or working within Council's economic, social and environmental policies and/or Agreements in accord with Council's Strategic Management Plan,
- f) appropriately managing risk,
- g) promoting compliance with all relevant legislations and regulations.

2. SCOPE

This policy applies to all assets owned and maintained by Council, except real property (land and buildings).

#AM15 - Asset Disposal Policy

Page 1 of 4



3. DEFINITIONS

"Asset" means any item that Council owns and that is recognised by the Council's accounting system as an asset. This includes plant, machinery, equipment, tools, furniture and all other physical objects. In this policy, it does not include land, buildings, financial investments or finance related activities.

"Major plant / equipment" are assets that include trucks, graders, other operating machinery, motor vehicles and small plant items.

"Minor plant / equipment" are assets that include loose tools, store items, furniture, old computers, second hand items removed from other assets (such as air conditioners, bricks, pavers and exercise equipment), where the individual value of each plant or equipment is less than \$2,000.

"Beyond economical repair" means a classification given to an asset where that asset requires repairs likely to be more expensive than its replacement value.

4. PRINCIPLES

Delegation

The following positions have authority to approve the disposal of assets under their control that are surplus to requirements:

- General Manager
- Senior Managers

Disposal rules

At all times, surplus assets or materials should be disposed of in a way that maximises returns whilst maximising open, transparent and effective competition. Most commonly this will be through publicly competitive process of public auction, public tender or through a secure electronic tendering/auctioning facility.

Prior to disposal, a reasonable effort is to be made to ensure no other Council area has a need for the asset.

Items of historical or cultural significance should be given special regard and any dangerous goods are disposed of only in an authorised and safe manner.

No warranty is to be offered on assets sold.

Conflict of Interest

The officer responsible for the disposal of any Council asset and the relevant Manager must ensure that no conflict of interest occurs in or as a result of the asset disposal process.

Reasons for disposal

A decision to dispose of an asset may be based on one or more of the following:

- obsolescence,
- non-compliance with occupational health and safety standards,
- no use expected in the foreseeable future,
- no usage in the previous 6 months (stores stock items),
- · optimum time to maximise return,
- · discovery of hazardous chemicals or materials present in the asset,
- uneconomical to repair.

#AM15 - Asset Disposal Policy

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Preparing assets for sale

A check must be carried out to ensure assets do not contain:

- additional items not intended for sale;
- · confidential documents (records, files, papers),
- documents on Council letterhead or which may be used for fraudulent purposes,
- software (which could lead to a breach of licence or contain confidential data).
- hazardous materials.

As much as is practical, any "Break O'Day Council" identifying mark should be removed or obliterated. Spare parts held for a particular item shall be disposed of in one parcel with the asset.

Destruction of assets classified as beyond economical repair

Where an asset is classified as beyond economical repair and council is unable to dispose of it through normal processes, the asset may be destroyed or removed to a waste disposal facility.

Sale of Information Technology (IT)/computer equipment

Council is bound to wipe all Council data and software applications from all hard drives, and remove external asset tags and labels connecting a machine to the Council.

5. MAJOR PLANT / EQUIPMENT DISPOSAL

Methods of disposal of assets

As appropriate, any of the following methods may be used for the sale or disposal of major plant/equipment:

- a) trade in trading in goods to equipment suppliers,
- b) expressions of interest seeking expressions of interest from buyers.
- select tender seeking tenders from a selected group of persons or companies,
- d) open tender openly seeking, through advertisement, tenders or buyers,
- e) public auction by appointment of a suitably qualified auctioneer with an established reserve price.

Selection of a suitable option will include consideration of:

- · the public demand and interest in the asset,
- . the method most likely to return the highest revenue,
- · the value of the asset,
- · the costs of the disposal method compared to the expected return,
- · compliance with statutory and other obligations.

Disposal Conditions

- The reasons for selecting the method of sale, including the reasons for using anything other than a tender process, will be documented in Council's records management system.
- Council Members and employees of the Council will not be permitted to purchase major plant/equipment unless the purchase is through public auction or open tender.
- Where relevant, purchasers will be required to acknowledge in writing that no warranty is given in respect of the suitability and condition of the item before purchasing any item of major plant/equipment.

6. MINOR PLANT / EQUIPMENT DISPOSAL

#AM15 - Asset Disposal Policy

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Community Groups

Council is often approached by many charities, community groups and schools who are seeking excess to computer equipment or other Council property for their use.

Council authorises the sale or gifting of minor plant and equipment to these organisations.

A check shall be made to ensure the group is not-for-profit and that the intended use of the asset is non-commercial (i.e. not-for-profit).

Methods of disposal of assets

The sale of minor plant/equipment shall be by:

public auction - sale of goods through public open process (for example for items grouped into lots such as IT equipment, phones, etc.)

Disposal Conditions

- The reserve price of individual items to be auctioned shall be determined by the relevant Manager.
- The reasons for selecting the method of sale will be documented in Council's records management system.
- Council Members and employees of the Council will not be permitted to purchase minor major plant/equipment unless through public auction only.
- Where relevant, purchasers will be required to acknowledge in writing that no warranty is given in respect of the suitability and condition of the item before purchasing any item of minor plant/equipment.
- Where items remain unsold through public auction or no interest is received by a community group(s) the item shall be either scrapped or dismantled for component recycling.

Donations

- Scrap materials salvaged from works e.g. pavers which segment unsuitable for new Council projects may be "donated" to charities/sporting bodies with the authority of the General Manager.
- Donations of other old assets may only be made with the authority of the General Manager and only after exploring all avenues for recouping a fair value for the Council.

Council should only consider donations in response to a formal written request.

7. MONITORING AND REVIEW

This Policy will be reviewed every three (3) years in line with the Council's Policy Framework or earlier in the event of major changes to legislation or related policies, procedures of if deemed necessary by the Mayor and the General Manager.

#AM15 - Asset Disposal Policy

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07/22.14.6 Policy Review – AM11 – Roads Infrastructure Policy

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure and Development Services
FILE REFERENCE	002\024\003\
ASSOCIATED REPORTS AND	Draft Policy – AM11 Roads Infrastructure Policy
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That Policy AM11, Roads Infrastructure Policy, be accepted with minor amendment.

INTRODUCTION:

Council has a schedule for regular review of Policies and this Policy is now due for revision.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 March 2012 – Minute No 03/12.15.4.069 Amended 20 August 2012 – Minute No 08/12.12.5.222 Amended 18 April 2016 - Minute No 04/16.13.4.92 Amended 15 July 2019 – Minute No 07/19.13.3.171

OFFICER'S REPORT:

This Policy was previously reviewed in July 2019 and is therefore due for revision.

Minor amendments have been made to the policy as noted below:

- 1. Policy objective updated road lengths
- 2. Minor grammatical edits, which does not materially change the policy

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 -2027

Goal

Infrastructure - To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.

Strategy

- 1. Be proactive infrastructure managers by anticipating and responding to the growing and changing needs of the community and the area.
- 2. Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle.
- 3. Develop and maintain infrastructure assets in line with affordable long-term strategies.

LEGISLATION & POLICIES:
As identified in the policy.
BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:
Nil
VOTING REQUIREMENTS:
Simple Majority.



POLICY NO AM11 ROADS INFRASTRUCTURE POLICY

DEPARTMENT:	Infrastructure
RESPONSIBLE OFFICER:	Manager Infrastructure & Development Services
LINK TO STRATEGIC PLAN:	Ensure the efficient and effective provision of appropriate community assets
STATUTORY AUTHORITY: LEGISLATION & GUIDELINES:	Local Government Act 1993 Local Government (Highways) Act 1982 Roads and Jetties Act 1935 Australian Standards AS1742.1-15 Manual of Uniform Traffic Control Devices LGAT Standard Drawings
OBJECTIVE:	To manage Councils road network in accordance with current legislation and guidelines. Break O'Day Council's 643561km road network includes 20448 km of sealed roads and 32248 km of unsealed roads. Adherence to this policy enables a consistent approach to be taken to the progression and maintenance of the Council road network.
POLICY INFORMATION:	Adopted 19 March 2012 – Minute No 03/12.15.4.069 Amended 20 August 2012 – Minute No 08/12.12.5.222 Amended 16 April 2016 – Minute No 04/16.13.4.92 Amended 15 July 2019 – Minute No 07/19.13.3.171

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POLICY

. SCOPE

This policy applies only to the management of all constructed and defined urban and rural roads listed in Road Council's Register.

2. ROAD REGISTER

Council shall maintain a current Road Register that includes detail of all roads and streets that Council manages through historical agreement, lease arrangement and legal transfer to the Council.

Any person wishing to apply for a road to be included on the Register must make a written submission to the Manager Infrastructure & Development Services, outlining the rationale for inclusion in the register and provide full engineering detail of the road asset outlined in the relevant sections of the LGAT Standard Drawings for road assets.

After meeting submission requirements, the road shall be inspected by an assigned Council Officer after which- a report will be prepared -for consideration by the Council.

The report shall provide detail on road use defined by AustRoads 94 criterion, Average Daily Traffic Count, current road condition, known road hazards, the cost(s) associated with upgrading the road to required standard, a life cycle cost analysis and a feasibility recommendation.

#AM11 - Roads Infrastructure Policy

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In the event that Council endorses a recommendation to accept a transfer of a road to the Council, the legislative processes to formalise a transfer of road ownership stated on the Local Government (Highways) Act 1992 apply

The person(s) that made the original request to the Council shall meet all agreed costs associated with a transfer of a road to the Council: that includes:

- Land Survey
- Legal Costs associated with the transfer of title of the road asset
- Transfer title ownership of the land area occupied by a/the road reserve to the Council at cost to the developer.
- The cost to upgrade a road to comply at minimum with the road standards stated in the LGAT Standard Drawing suite and the maintenance and repair of any defect during a twelve month defects liability period.

Where the Manager Infrastructure & Development Services advises that a proposed road transfer is deemed to be unviable, Council is under no obligation to agree to a transfer of road ownership to the Council. In this event, an atternative proposal such as a private work arrangement may be presented to Council which would allow the road/street to be improved without incurring any cost and/or ownership obligations on Council.

If Council agrees to a private works proposal, the person(s) that made the original request is required to meet all the agreed costs of work in advance and acknowledge in writing that the works do not constitute either an actual or implied Council ownership or ongoing maintenance responsibility of the road or street.

If the road or street can be upgraded to an acceptable standard the applicable parts of LGAT Standard Drawings relating to road infrastructure shall be adhered to as a minimum standard.

Upgrade/remediation works will be subject to an inspection regime with key hold point and final inspections by Council Officers

Upgrade works on private roads may be subject to planning assessment where applicable fees and charges apply.

3. PROPERTY ACCESS

New Property Access

The construction of a new access from certain land to a road is the responsibility of the land owner.

Access construction shall meet at minimum the vehicular access requirements detailed in the LGAT Standard Drawings and applies to:

- (a) Where a lot has frontage to a local highway maintainable by the Council.
- (b) Where a lot has frontage to a reserved road, either unmade or not maintainable by the Council, and this is the only means of vehicular access. (c) Where a right-ofway is to be the means of vehicular access to a lot then it shall not be over land required as the sole or principle means of access to any other land, shall connect to a local highway maintainable by the Council.

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Maintenance and Repair of Vehicular Access

Section 16AA of the Roads and Jetties Act applies, where the owner of the land is responsible for the maintenance and repair of the whole of the vehicular access.

4. FENCING

1

All tencing within a road reservation is the adjoining owner's responsibility to install and maintain. Where fences have been erected within Council road reservations the owner may be notified to remove the fence and to correct the fence alignment. Council reserves the right to have the road reserve surveyed and to relocate the fence at cost of to the land owner.

5. WORKING WITHIN A ROAD RESERVATION

An application for a permit to carry out works in a road reservation shall be made at least ten (10) working days in advance of intended work. Work is not permitted to occur prior to the issue of a permit.

Works shall be undertaken in accordance with specified permit terms and conditions.

Utility providers are exempted from this requirement under relevant legislation

6. SUBDIVISION ROAD

New subdivision roads are to be constructed at minimum in accordance with the LGAT Standard Drawings suite and construction inspected and certified as being compliant by a certified practicing civil engineer.

Developers will be provided with hold point inspection and asset documentation that form part of the Planning Conditions issued to developers. Information requirements must be fully satisfied prior to Council accepting ownership of a subdivision road asset.

Where a new subdivision road will be transferred to the Council, the developer shall be required to:

- a) Maintain and correct asset defects at cost to the developer for a maintenance period of one (1) year after a Practical Completion Certificate is issued
- Provide Council with a full set of "as-constructed drawings" including the location of utility services and pavement testing reports prior to Council accepting ownership of a new road asset.

 Transfer title ownership of the land area used to create a new road reserve to the Council at cost to the developer.

7. NEW WORKS BY COUNCIL

New roads to be constructed by the Council shall at minimum comply with LGAT Standard Drawings

New road assets shall be fully costed and constructed within approved capital budgets.

Scheduling of Capital Works (Roads)

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All road and street construction activity shall be in accordance with the Council's approved capital works program

8. DUST SUPPRESSION - UNSEALED ROADS

Dust suppression may be applied on Council's unsealed roads through the employment of any one of the following methods:

Dust suppression using a chemical binding agent to bind a gravel pavement and minimise dust generation from moving vehicles; $\underline{\omega}$

(ii) ——Full reconstruction of a road section, including new gravel materials, reconstruct and compact, and bitumen seal new road pavernent.

- 8.1 Chemical Dust Suppression (Unsealed Road)
 - 8.1.1 Any property owner wishing to have dust suppressant applied to a Council maintained unsealed road adjoining their property must apply to Council in writing.
 - 8.1.2 The request must be for road sections with a minimum length of 100 metres and across the full carriageway width of the road.
 - 8.1.3 The full cost for dust suppression shall be met by the requesting property owner.
 - 8.1.4 The work shall be carried out by Council or a contractor under council supervision.
 - 8.1.5 All costs for future reinstatement or repair of the dust suppression shall be met by the requesting property owner. 4.6 Council shall be responsible for general maintenance of the unsealed road.
- 8.2 -Full Road Reconstruction (Sealed Road)
 - 8.2.1 Any property owner wishing to have a Council maintained unsealed road adjoining their property reconstructed and sealed must apply to Council in writing.
 - 8.2.2 The request must be for road sections with a minimum length of 200 metres and road width determined in accordance with standard road engineering design criteria described in the LGAT Standard Drawings suite.
 - 8.2.3 The full cost for the road reconstruction shall be met by the requesting property owner.
 - 8.2.4 The work shall be carried out by Council or a contractor under council supervision.
 - 8.2.5. Council shall maintain the reconstructed road after completion of the works

9. FOAD CLASSIFICATIONASSET MANAGEMENT

Road Classification

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For the purpose of employing sound asset management practices for long-term financial planning, maintenance scheduling and mitigating risk, Council's.

Roads, streets footpaths and parks are given a classification rating. Classification is assigned using the following criterion:

- Annual Average Traffic based on measured vehicle counts
- Construction Standard of existing and new road assets
- Vehicle Classification (AustRoads 94) definition type and class of vehicles using a road-
- Road function whether a road serves as an arterial, collector or connects with high use roads.
- Seasonal variable whether the road is subject to high seasonal or tourist use

Class 1 Fully developed urban street Major rural road (sealed) Carries heavy commercial traffic
Vehicle count greater than > 2000 Vehicles per Day (VPD) Major tourist destination or route Major Collector Street in urban area

Class 2 Fully developed urban street Rural collector road sealed or unsealed Vehicle count >1000 per day <2000 VPD Major tourist destination or route Seasonal high traffic counts Collector Street in urban area Major car park Carries heavy commercial traffic

Class 3 Full developed urban street Minor urban collector street Vehicle count > 100 per day < 1000 VPD Rural collector or through road sealed or unsealed General use car park. Minor tourist traffic Minor commercial traffic

Class 4 Minor urban street sealed or unsealed Gravel surfaced rural road Not a through road Minor commercial traffic Vehicle count < 100 VPD Minor Car park

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Class 5
Basically unformed Minimal or no drainage Basically no pavement Poor alignment Track in a road reservation

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Instantigues 10. INSPECTIONS

Council will endeavour to carry out inspections of all roads that shall be carried out in accordance with the following regime.

- Class 1 every six (6) months or at least two (2) times per year
- Class 2 every twelve (12) months or after major events such as floods, fires or storms
- Class 3 and 4 every three (3) to five (5) years or after major events such as floods, fires or storms
- Class 5 every three (3) to five (5) years or after major events such as floods, fires or storms. However classifications will be a factor in the type and degree of repair/maintenance e.g. a remote, single user rural road won't be extensively guide posted and scattered potholes would be less urgent than on a major road. All roads and streets regardless of classification should be inspected for the following:

 - Large Pot holes Clusters of small/medium potholes Pavement failure

 - Excessive corrugations
 - Excessive degree of loose gravel Broken or exposed culverts

 - Loose or broken planks on bridges

 - Shoulders washed out or eroded Reverse super-elevation on corners
 - Gutters on shoulders
 - Side drain washed out
 - Side drain blocked up
 - Vision obstructed on corners

 - Trees leaning/dangerous Edge slashing needed
 - Culverts blocked

 - Guide posts needed/missing Signs needed/missing/damaged

MONITORING AND REVIEW

This Policy will be reviewed every three (3) years in line with the Council's Policy Framework or earlier in the event of major changes to legislation or related policies, procedures of if deemed necessary by the General Manager.

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#AM11 - Roads Infrastructure Policy

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07/22.14.7 Policy Review – EP06 – Tree Management Policy

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure and Development Services
FILE REFERENCE	002\024\006\
ASSOCIATED REPORTS AND	Draft Policy – EP06 Tree Management Policy
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That Policy EP06, Tree Management, be accepted without amendment.

INTRODUCTION:

Council has a schedule for regular review of Policies and this Policy is now due for revision.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 March 2012 – Minute No 03/12.15.4.069 Amended 25 June 2012 – Minute No 06/12.12.3.153 Amended 19 August 2019 – Minute No 08/19.13.3.203

OFFICER'S REPORT:

This Policy was previously reviewed in August 2019 and is therefore due for revision.

No amendments have been recommended to the policy.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 -2027

Goal

Infrastructure - To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.

Strategies

- Be proactive infrastructure managers by anticipating and responding to the growing and changing needs of the community and the area.
- Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle.
- Develop and maintain infrastructure assets in line with affordable long-term strategies.

LEGISLATION & POLICIES:

As identified in the policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:	
Nil	
VOTING REQUIREMENTS:	
Simple Majority.	



POLICY NO EP06 TREE MANAGEMENT POLICY

Works and Infrastructure	
Manager Infrastructure and Development Services	
CONTRACTOR CONTRACTOR CONTRACTOR	
To balance our use of the natural environment to ensure that it is available for future generations to enjoy as we do.	
Best practice approach - Australian Standard for Tree Pruning AS 4373	
To provide a practical and balanced approach to tree management that seeks to maximise the abundance and health of trees on Council land while ensuring public safety and allowing controlled development.	
Adopted 19 March 2012 – Minute No 03/12.15.4.069 Amended 25 June 2012 – Minute No 06/12.12.3.153 Amended 19 August 2019 – Minute No 08/19.13.3.203	

POLICY

1. INTRODUCTION

Break O'Day Council has responsibility for the planning, establishment and maintenance of all street trees in the municipality. The Council is committed to providing a quality living environment for its residents, ratepayers and visitors and recognises the significance of street trees in creating streetscapes with purpose and appeal.

2. STREET TREE MANAGEMENT

Street tree management is a Council responsibility. Council recognises that all trees have a finite lifespan and aims to remove and replace trees at a point in time before they start to pose management risks.

A whole of life risk-based approach shall be adopted so as to effectively manage the physical risks associated with street trees and covers tree selection, planting, maintenance, risk management and removal

Ongoing risk assessment in accordance with ISO31000 will form the basis of all decisions relating to the planting, maintenance and removal of trees with the objective of ensuring that the benefits of trees can be enjoyed by current and future generations.

Council shall maintain a "Tree Inventory" as a fundamental component in the management of tree assets. The inventory shall record trees greater than five (5) meters in height that are planted within urban road reserves, recreation grounds, parks and reserves. The inventory shall include Trees of Significance that have been assigned on the basis of horticultural, cultural and/or historical significance to the community.

Councils Works Department is to be consulted prior to any works occurring in the vicinity of any tree, including all infrastructure works.

#EP06 - Tree Management Policy

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3. STREET TREE PRUNING

Street tree pruning is determined through proactive tree asset maintenance based on a known needs basis, tree species and habit, by customer request or resulting from an emergency situation.

3.1 Tree Pruning Objectives

Council trees shall be pruned to:

- · maintain public safety through the removal of structurally unsound limbs;
- · maintain tree health through the removal of dead or diseased or pest infected material;
- · maintain prescribed clearances from services
- · maintain prescribed clearances over roads, footpaths and driveways;
- ensure traffic safety and visibility of street signs
- minimise future work requirements through the removal of potential problems at an early stage

3.2 Tree Pruning & Inspection Programme

An essential component of the management of Council's tree assets is the maintenance of individual trees in a safe and visually appealing condition. Once established, the major maintenance requirement of a tree is pruning.

The council will not undertake unnecessary pruning works where there is no good arboriculture reason to do so.

As a general rule, the pruning of trees should be minimised as all pruning cuts are potentially injurious and trees look more appealing when left to develop into their natural shape. Trees should only be pruned to achieve specific goals.

Scheduled inspections should be carried out on an annual basis and shall be inspected for the following:

- overhanging Limbs
- · structural damage
- · exposed tree roots
- root rot
- · disease and pest infestation

3.3 Pruning Programs

Pruning within the Municipality shall be carried out on a programmed basis by qualified personnel. Trees that are located within higher-risk areas will be assessed and pruned at least once every three (3) years. In addition, individual trees shall be pruned as deemed necessary in response to legitimate complaints from residents or reporting of faults by Council Staff or external authorities.

TasNetworks is the relevant Tasmanian agency responsible for undertaking the pruning of street trees in the vicinity of overhead power lines in consultation with Council.

3.4 Pruning of Council Trees by Residents

Pruning of Council owned trees by anyone other than Council Staff or contractors engaged by Council shall not be permitted.

#EP06 - Tree Management Policy

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3.5 Pruning for Views

Pruning of Council owned trees to provide or maintain views from private properties shall not be permitted.

3.6 Pruning for Solar Access

Pruning of Council owned trees to provide or maintain solar access will not be permitted without due consideration of the ongoing health and ecological importance of the tree. Any costs associated with arborist activities for private solar access will be undertaken by Council but at the cost of the person making the request.

Council will consider each request for tree pruning/removal in line with a report and recommendation from a qualified arborist. Council will consider this request at the first ordinary Council Meeting following the receipt of the report from the arborist.

4 TREE REMOVAL

Removal of trees from nature strips and parks is potentially the greatest source of conflict in the management of Council's trees. Prudent tree management requires Council to assume that every tree, no matter how significant it may appear, is important to someone.

Decisions regarding tree removal, however, do become necessary in response to applications by residents, developers and external authorities or through observation of problem trees by Council staff.

Council will consider removing a street tree only in the instances where:

- a tree is dead.
- a tree is in a state of decline and to a point that survival advised by a qualified arborist is unlikely, e.g. typically as a result of structural failure, disease, pest damage or other human interference,
- a tree is causing a proven level of invasive damage to infrastructure or services, as well as
 presenting an unacceptable level of risk to surrounding infrastructure,
- the retention of a tree is not possible due to an approved development.

It is Council's desire to maximise the possibility of retaining any street tree.

All requests received for the removal of street trees will be assessed in accordance with an independent arborist's assessment and written report.

Council will not remove a tree or undertake unnecessary pruning works where there is no sound arboriculture reason to do so.

5 PUBLC CONSULTATION

Council will consult with affected stakeholders during the planning stages of specific streetscape replanting programs.

Notification will provide written notification to the adjoining resident/stakeholders in cases where a tree is required to be removed and replaced, unless in an emergency situation.

#EP06 - Tree Management Policy

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6 TREE PLANTING

Tree planting by Council is required to provide a quality living environment and to create functional and aesthetic streetscapes, parks and reserves.

Council will consult with the community on the broader strategic or specific project or development plans relating to the planting of trees on Council owned land and reserves under management by the Council.

Individual tree planting will be undertaken by Council's Works Department.

6.1 Species Selection

The following applies to Council operations and submissions received from local residents, community and land care/environmental groups.

The overarching principle in the selection of a tree species is the 'right tree for the right location'.

Tree species will be assessed on the basis of being appropriate to the local environmental conditions and the constraints of the planting location with specific consideration given to the following:

Streetscape character

To maintain the existing streetscape character or to align with a new desired streetscape character (e.g. a streetscape reconstruction or new subdivision).

Public Safety

Species that have an inherent potential to develop structural flaws shall not be selected for planting near roads, footpaths, recreational areas or any building or any other location deemed to present an unsatisfactory level of public risk, such as in a position that restricts sight distance for pedestrians or motorists.

Impact on Infrastructure

Species with invasive root systems that have an inherent potential to damage underground infrastructure and private property will not be selected.

Tall street trees with large canopies are not permitted to be planted in the vicinity of overhead power lines.

Environmental Compatibility

Species must be able to grow in the local environment. Selected species must have a demonstrated ability:

- to withstand known weather elements and events. Given the long life of street trees, consideration shall also be given to a species capacity to survive with longer term changing climatic conditions.
- to not have a detrimental effect on native flora and fauna populations. Consideration shall be given to the impact of berry and seed germination, invasive and competitive root systems and fruit and leaf toxicity. Noxious & Invasive Species (trees and plants) are not permitted to be planted at any time.

#EP06 - Tree Management Policy

Page 4 of 5



- to grow in the available space. Species that require large amounts of space to maintain a strong root system or canopy will not be selected for planting in areas of existing condensed trees or adjacent or in close proximity to any infrastructure.
- species requiring excessive maintenance such as pruning and watering will not be selected

Native Trees & Plants

The planting of native trees and plants (including rare or endangered species) in urban public areas that are endemic to a local area is encouraged.

6.2 Planting by Residents

Planting of street and park trees by residents should only be undertaken in consultation with Council Officers. Unauthorised planting of street trees by residents shall be discouraged, but recently planted trees shall be allowed to remain provided that they are:

- · of a suitable species that are compatible with stated species selection criterion
- · good quality specimens
- · planted correctly

Where a tree does not meet these conditions, the resident shall receive a written request to remove the tree. If this request is not complied with, within ten (10) working days of a letter being sent to the resident Council staff will act to remove the tree.

6.3 Resident Opposition to Tree Planting

The establishment or maintenance of a consistent planting theme can sometimes require Council to plant a tree in a nature strip against the wishes of the resident immediately adjacent. This is a difficult situation that calls for Council to make a judgement regarding the rights of the wider community over the individual resident.

When making such a decision, it should be kept in mind that a major factor in the survival of a newly planted street tree is the cooperation of the nearest resident in maintaining that tree.

The decision on planting shall be made by the Works Department in consultation with local residents.

6.4 Planting Parks

Where a community group or resident has requested tree planting in a particular park, the park will be assessed and prioritised according to:

- · existing tree cover;
- · a demonstrated level of community interest and support for a requested/proposed planting
- · level of park usage

7. DAMAGE CAUSED BY TREES

The response by Council to damage caused by trees will vary according to the type and extent of the damage.

8. MONITORING AND REVIEW

This Policy will be reviewed every three (3) years in line with the Council's Policy Framework or earlier in the event of major changes to legislation or related policies, procedures or if deemed necessary by the General Manager.

#EP06 - Tree Management Policy

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07/22.14.8 Free Use of St Marys Town Hall

ACTION	DECISION
PROPONENT	Council
OFFICER	David Jolly, Manager Infrastructure & Development Services
FILE REFERENCE	014\002\001\
ASSOCIATED REPORTS AND	Nil
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That the group that would like to set themselves up to create a Repair Café meet with Council staff to work through the logistics of the project and what their requirements would be.

INTRODUCTION:

The purpose of this report is to address the Notice of Motion from Clr J Drummond, May 2022 Council Meeting.

PREVIOUS COUNCIL CONSIDERATION:

05/22.9.3.89 Notice of Motion – Free Use of St Marys Town Hall – Clr J Drummond.

MOTION:

A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:

That Council work with community groups and provide free use of the St Marys Town Hall, so that a Repair Café can be established and run by volunteers on a regular basis.

SUBMISSION IN SUPPORT OF MOTION:

This will result in a reduction of materials being sent to landfill for Council. If the model is successful it may be possible to extend this facility to other townships in the municipality.

DISCUSSION:

- Clr Drummond explained that a group would like to set themselves up to create a Repair Café. This is not a money making venture, it is about them doing repairs on things eg spinning wheels, lap top computers, testing and tagging of electrical items to try and lengthen the life of things rather than sending them to landfill.
- Clr Wright fully supported the idea, it creates community and gets people of all ages involved. They need to have somewhere that they can set up free of charge.

- Clr Le Fevre would like to discuss this item at a workshop as it opens a pandora's box. It fits into the strategic plan really well but we could face the argument about the use of other facilities that are also worthwhile so why should others have to pay fees. Mayor Tucker noted that a report will come back to Council.
- Mayor Tucker stated that we also need to make sure we cover insurance, liability etc. if they are not an incorporated group.
- Clr McGuinness agreed with the concept but he would love to hear from the group with a formal submission rather than a notice of motion.

COUNCIL DECISION:

05/22.9.3.89 Moved: Clr J Drummond / Seconded: Clr K Wright A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:

That Council work with community groups and provide free use of the St Marys Town Hall, so that a Repair Café can be established and run by volunteers on a regular basis.

CARRIED UNANIMOUSLY

OFFICER'S REPORT:

The Repair Café was initiated by Martine Postma. Since 2007, she has been striving for sustainability at a local level in many ways. Martine organised the very first Repair Café in Amsterdam, on October 18, 2009.

Repair Cafés now form a worldwide movement that strives to preserve repair skills in society and to promote more repairable products.

Repair Cafés are in most cases, are meeting places and they're all about repairing things. In the place where a Repair Café is located, you'll find tools and materials to help you make any repairs that may be needed on clothes, furniture, electrical appliances, bicycles, crockery, appliances, toys, et cetera. In most cases, you will also find expert volunteers, with repair skills in all kinds of fields.

The idea behind them is that people bring their broken items to the Café and together with the specialists/volunteers they start making their repairs in the Repair Café. If you have nothing to repair, in many cafes you can just enjoy a cup of tea or coffee, or you can lend a hand with someone else's repair job.

St Marys Hall has been suggested as a location for a Repair Café to be set up.

- The facility is central to the town and has car parking nearby.
- Has space for a number of repair tables to be set up.
- Has access to a community kitchen so that people could meet for coffee as well.

Identified issues:

- Lack of usable storage space for equipment and objects that are not repaired at the session.
- Who will provide the public liability insurance for the events?
- The project falls outside of Council's policy for a full remission on fees.

Council developed a space at the Recreation Ground for a Maker's Market some time ago, would this be a better space as there may be the opportunity to seek some external funding to enclose some of the stalls? Storage space could be built into the stalls allowing equipment/tools to be left onsite.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027 (March 2022 Review)

Goal

Community – To strengthen our sense of community and lifestyle through opportunities for people to connect and feel valued.

Strategy

Build capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge.

LEGISLATION & POLICIES:

Local Government Act 1993. CB07 – Community Facility Hire Policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

07/22.14.9 Maintenance and Improvements to Boat Launching Ramps at Stieglitz Beach

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly – Manager Infrastructure and Development Services
FILE REFERENCE	004\007\007\
ASSOCIATED REPORTS AND	Nil
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That Council receive this report as the closing report for Council decision 10/21.14.3.223.

INTRODUCTION:

The purpose of this report is to provide a progress update to the Council and to consider the Officer's recommendation.

PREVIOUS COUNCIL CONSIDERATION:

10/21.14.3.223 Moved: Clr B LeFevre / Seconded: Clr J McGlveron

- 1. That the Break O'Day Council Marine Strategy include identification and development of an alternative launching facility to the Stieglitz boat ramp.
- 2. That the Manager Infrastructure and Development Services collaborate with MAST to identify a location which will maintain existing amenity while avoiding sedimentation effects.
- 3. Signage at the existing ramp be upgraded.

CARRIED UNANIMOUSLY

OFFICER'S REPORT:

Georges Bay Activation Strategy

The Strategy is identified in the Annual Plan 2021/2022 under the Action 4.1.1.2 Marine Facilities Strategy - Develop a Strategy for the management and development of marine infrastructure around Georges Bay including land based facilities integral to the infrastructure.

The draft Annual Plan 2022/2023 progresses the action: Action 4.1.1.2 Marine Facilities Strategy – Complete the development of a Strategy for the management and development of marine infrastructure around Georges Bay including land based facilities integral to the infrastructure – include the provision of identified project cost estimates.

The project is being undertaken in-house with a team of Council staff working alongside the project officer. The strategy under development is scoped to include the following Georges Bay Foreshore areas

- Moulting Bay
- Medea Cove
- Beauty Bay
- Kirwans Beach
- Lions Park Foreshore
- O' Conners Beach
- Stieglitz Beach.

Council officers have met with key stakeholders and have noted their feedback, which includes the suggestions and rationale made for additional marine facility ramps at Stieglitz and Moulting Bay.

A Georges Bay Activation Strategy – User Survey is currently being undertaken. The survey has been designed to inform the Strategy and draws comment as to how people use and enjoy the recreation areas around Georges Bay. The survey will close on Wednesday 27 July 2022.

Follow-up activity will include Council briefing on survey responses and the prioritization of identified projects.

Stieglitz Boat Ramp

Council officers met with Mr Jim Caulfield (MAST) in November 2021 at the boat ramp to discuss ramp limitations. The conclusion drawn is that the ramp is not suitable for the launching or retrieval of all boat sizes and access is not always possible at low tide.

Natural accumulation of sediments and localised scouring by propeller wash in the vicinity of the Stieglitz boat ramp have been identified as the causes of progressively reduced utility for recreational power boat operations. Attempts to reverse the sedimentation processes will be shortlived, with persistent and elevated levels of cost and risk. The existing facility need not be removed, and a low-maintenance alternative site can be investigated to allow for deeper-draught vessels and extended inter-tidal operations

Council has placed advisory signage at the existing ramp and will continue to maintain the ramp in an "asis" condition and with no capital expenditure to modify the ramp or its surrounds being proposed.

An alternative possible location to the north east of the existing ramp between Brooker and Rosendale Streets has been identified by key stakeholders. Assessment of the location and associated land-based infrastructure will be included in the draft Georges Bay Activation Strategy for the consideration by the Council.

Future Updates to Council

As a result of the Council endorsing the Annual Plan 2022-2023, all future updates will be reported against Action 4.1.1.2 Marine Facilities Strategy.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027 – Revised March 2022

Goal

Infrastructure - To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.

Strategy

Develop and maintain infrastructure assets in line with affordable long-term strategies.

Annual Plan 2021/2022 under the Action 4.1.1.2 Marine Facilities Strategy - Develop a Strategy for the management and development of marine infrastructure around Georges Bay including land based facilities integral to the infrastructure.

Annual Plan 2022/2023 progresses the action: Action 4.1.1.2 Marine Facilities Strategy – Complete the development of a Strategy for the management and development of marine infrastructure around Georges Bay including land based facilities integral to the infrastructure – include the provision of identified project cost estimates.

LEGISLATION & POLICIES:

Local Government Act 1993.

Environmental Management and Pollution Control Act 1994

Crown Lands Act 1976

Environmental Protection (Sea Dumping) Act 1981

National Environment Protection Council Act 1994

National Environment Protection (Assessment of Site Contamination) Measure 1999

BODC Interim Planning Scheme

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

07/22.15.0 COMMUNITY DEVELOPMENT

07/22.15.1 Community Services Report

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Manager Community Services
FILE REFERENCE	011\034\006\
ASSOCIATED REPORT AND	Nil
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

The purpose of this report is to provide Councillors with an update of various issues which are being dealt with by the Community Services Department.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report – Council consideration at previous meetings.

OFFICER'S REPORT:

2022 - 2023 Programs and Initiatives

Community Services	
Community Grants	30,000
Youth Services	8,000
Misc Donations & Events	7,500
School Prizes	1,000
Council Sponsorship	
Funding for BEC Directory	2,000
St Helens Marine Rescue	3,000
Business Enterprise Centre	28,000
Emergency Services Operational Costs	
SES Operations	17,000
Emergency Planning/Management	6,000
Community Event Funding	
Seniors Day	3,000
Australia Day Event	5,000
Swimcart	1,000
St Helens Athletic Carnival	2,500
Carols by Candlelight	1,600
Mountains to the Sea Trail Fest (including Woodchopping)	15,000
Community Event Funding Cont	

Fingal Valley Coal Festival	2,000
Pyengana Endurance Ride -	500
St Helens Game Fishing Comp	2,000
St Marys Memorial Service funding	500
Marketing Valley Tourism	2,500
Volunteer Week	2,500
Bay of Fires Winter Arts Festival & market	14,000
St Marys Community Car & Bike Show	2,000
East Coast Masters Golf Tournament	2,500
World Supermodel	1,000
Mental Health Week	500
Break O'Day Community Triathlon	3,000
Suicide Prevention	1,000
Pyengana Easter Carnival	1,000

Updates on current projects being managed by Community Services:

International Mountain Bike Association (IMBA) EPIC Status – Bay of Fires Trail

Flow MTB have agreed to develop content on this trail which IMBA will promote through their international trails. All works have been completed on this project.

Recreational Trail Strategy

Council has organised an online forum where community members are asked to register through Eventbrite. This event has been promoted in the latest Council Newsletter, email addresses collected through the first phase of consultation, Coastal Column, Valley Voice, Council's website and social media. This session will be facilitated by TRC Tourism and held on the 22 July 2022 from 3.30 to 5.00 pm

Community Events

Community Services staff have been working closely with event organisers to help them develop their COVID safe events and hold successful events.

Council staff have also been working with community groups to assist them in a COVID friendly manner to return to their food fundraising stalls.

Networking Meetings

Council has organised its first network meeting session, which will be held on Thursday 28 July 2022. Invitations will be sent out shortly those organisations who provide social services to our community. The idea is for everyone to come together and share and talk about strengths, gaps and needs within our community.

We see the potential for this to become a regular networking opportunity with a nominated speaker at every meeting. Timing and the number of sessions will be discussed at the first We are aware

that there are many groups who meet within the municipality on other health topics and we see this as a good forum to share what is going on with everyone who works or has a passion in social services.

Events:

July

- 7 Building Blocks St Marys Hall
- 9 Fingal Valley Neighbourhood House Barn Dance St Marys Hall

August

• 18 – Vietnam Veterans Day – Portland Hall

Bay of Fires Master Plan

The assessment committee are continuing to assess the expression of interest documents received through the Tender process – nine in total. The assessment committee will meet the week beginning the 25 July to work through each document in line with the selection criteria.

Volunteer Strategy

The Volunteer Strategy working group have been working hard seeking feedback from community members by re-testing ideas that were gathered from the first round of community conversations and online surveys. The group will come together shortly to discuss what the most important issues to our volunteers were. This information will feed the basis of the Volunteer Strategy.

Learner Driver Mentor Program

On Road Hours are down this month due to the car being repaired and out of action after an accident that occurred last month. The program has also lost a long-serving Mentor this month, as he is moving out of the area. He will be a big loss to this program.

On Road Hours: 20 hours

Learners in the car: 4
Learners on waiting list: 6
Mentors: 2

Community Wellbeing Project

The Certificate in Creating Wellbeing Training kicked off on Saturday 9 July at Falmouth Community Centre with 16 new recruits. The working group for the Festival of Wellbeing is seeking people to get involved and help create the event on Launceston Show Day Thursday 6 October. The working group will work closely with this year's Certificate participants. The Certificate is still recruiting last minute participants in an effort to make this opportunity available to as many people as we have funding for. Both the Certificate and the Festival opportunities were promoted in the June Rates News.

The project officer continues to host wellbeing conversations to generate interest in, and stimulate action for, wellbeing in our community and will be at the Scamander Garden Club on 18 July and a Social Service Network Meeting on 28 July.

Youth Report

No report

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

Community - To strengthen our sense of community and lifestyle through opportunities for people to connect and feel valued.

Strategy

- Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge.
- Foster a range of community facilities and programs which strengthen the capacity, wellbeing and cultural identity of our community.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

07/22.16.0 DEVELOPMENT SERVICES

07/22.16.1 Development Services Report

ACTION	INFORMATION
PROPONENT	Department
OFFICER	Development Services
FILE REFERENCE	031\013\003\
ASSOCIATED REPORTS AND	Nil
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

The purpose of this report is to provide Councillors with an update of various issues which have been dealt with by the Development Services Department since the previous Council meeting.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report – Council consideration at previous meetings.

OFFICER'S REPORT:

KEY DEPARTMENT STRATEGIC OR OPERATIONAL MATTERS

- 1. Continued review and Drafting of new Strata Policy;
- 2. Participation in scoping for review of State Planning Provisions;
- 3. Participation in Adoption Strategy for PlanBuild Tasmania;
- 4. Preparation for Hearing Draft LPS.

PLANNING REPORT

The following table provides data on the number of applications approved for the month including statistical information on the average days to approve and the type of approval that was issued under the Land Use Planning and Approvals Act 1993:

														EOFY 2020
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	/ 2021
NPR	4	6	5	3	3		2	5	4	5	7	5	49	
Permitted	5	4	2	1	4	4	3	1	4	1	4	6	39	
Discretionary	27	24	16	14	20	15	13	11	7	16	9	16	188	
Amendment	3	3	1	1	2	2	2	1	3	2	1	4	25	
Strata		1		1	1		1		1		2	-	7	
Final Plan	2		1		3	2					2	1	11	
Tillal Flair			-		<u> </u>									
Adhesion						1			1				2	
Petition to Amend	2													
Sealed Plan	2												2	
Boundary Rectification						1							1	
Exemption								1	1				2	
Total applications	43	38	25	20	33	25	21	19	21	24	25	32	326	307
	ı	ı	T	1	ı	T	1	ı		T		,	_	_
Ave Days to Approve Nett *	31.1 3	30.13	28.92	33.35	34.84	26.2	37.71	36.73	23.61	30.7 5	24.16	30.3 4	30.65	

^{*} Calculated as Monthly Combined Nett Days to Approve/Total Applications

The following table provides specific detail in relation to the planning approvals issued for the month:

DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
116-2022	Scamander	2 x Carports	NPR	3	2
087-2021	St Helens	Fuel Station	S57	408	31
372-2021 AMEND	St Helens	Change to Existing Site Plan	S56	2	2
190-2014 AMEND	Scamander	Updated Site Plan - Change to Multi- Residential Layout - 28 Lots to 30 Lots; Renumbering of Lots; Updated Style Guidelines Documentation	S56	1	1
126-2022	Scamander	Boundary Adjustment	S58	23	23
023-2022	Ansons Bay	Shed	S57	120	54
090-2022	St Marys	Shed	S57	42	41
076-2022	Binalong Bay	Additional Use Visitor Accommodation	S57	58	28
048-2021	Ansons Bay	Additional Use Visitor Accommodation	S57	100	99
326-2021	Binalong Bay	Dwelling, Carport, Retaining Wall and Widen Crossover	S57	208	107
066-2020 FINAL	St Helens	Final Plan of Survey - 2 Lot Subdivision	FINAL	69	25
091-2022	Binalong Bay	Additional Use Visitor Accommodation	S57	70	46
130-2021 AMEND	St Helens	Amendment to Rear Set-back, Southern Side Set-back, Front Set-back	S56	1	1
100-2022	Weldborough	Telecommunications Tower	S57	45	45
045-2022	Stieglitz	Dwelling	S57	81	80
133-2022	Scamander	Shed	S58	9	8
110-2022	St Helens	Shed Demolition & New Shed	S57	42	41
106-2022	Akaroa	Dwelling	S57	42	39
153-2022	Scamander	Shed with Amenities	NPR	7	7
043-2019 AMEND	Falmouth	Amendment to Number of Bedrooms - Unit 18, 2 & 3	S56	13	13
137-2022	St Helens	2 Lot Boundary Adjustment	S58	22	22
151-2022	Goshen	Shipping Container	NPR	2	2
156-2022	Beaumaris	Spa Enclosure to Existing Carport	S58	6	6
105-2022	Beaumaris	Dwelling & Detached 2 Storey Garage with Amenities and Habitable First Floor	S57	55	38
321-2021	Chain of Lagoons	Storage Shed (Domestic)	S57	169	14
008-2022	Binalong Bay	Dwelling	S57	150	44
098-2022	Scamander	Dwelling	S57	44	43
130-2022	Falmouth	2 Lot Subdivision	S57	41	41
128-2022	St Helens	Additional Use Visitor Accommodation	S58	42	28
150-2022	Stieglitz	Shed	NPR	14	13
141-2022	St Helens	Pool & Shed	NPR	22	0
127-2022	St Helens	Additional Use Visitor Accommodation	S58	29	28

TOTAL 32

BUILDING PROJECTS REPORT

Projects Completed in the 2021/2022 financial year

Description	Location	Updates
Community Services Storage Shed	St Helens Works Depot	Completed August 2021
Lions Park Renovations	Lions Park	Completed November 2021
New Shade Structure	Scamander Reserve	Completed November 2021
Relocation of Community Garden Site	St Helens Sports Complex – Community	Completed January 2021
Office & Infrastructure	Garden Site	
New Amenities building	Wrinklers Lagoon carpark	Completed March 2022.

Projects ongoing – Capital Works Program (Includes carried over projects previous financial years)

Description	Location	Updates
Marine Rescue Additions	St Helens Foreshore	Nearing Completion.
Re-Roof & Weatherproofing of	St Helens Sports	Works Commenced;
athletics building	Complex	Next phase of works pending outcomes of St Helens Sports
		Complex Masterplan consultation.
New Accessible/Family	St Marys Community	Works Commenced;
Toileting Facility	Space	Due for Completion July 2022.
Building Improvements	St Helens Council	Works substantially completed;
	Chambers	Minor fit out works to be completed.

Approved Capital Works Program – Current Financial Year - not yet started

Description	Location	Updates
Building upgrades	St Marys Railway Station	Works scoping and scheduling of works to be confirmed.
Old Tasmanian Hotel Site – New Community Shed	20 Talbot Street, Fingal	 Successful funding application through Black Summer Bushfire Recovery Grants Program – works program delayed in line with grant funding guidelines. Conceptual Plans Developed & Initial Consultation Completed.
St Marys Indoor Recreation Facility	St Marys Sports Complex	 Successful funding application through Black Summer Bushfire Recovery Grants Program; Consultation and Conceptual Design phase commenced.
New Solar Panels & Heating Improvements	St Marys Community Hall	 New project - Approved in 2021/2022 Capital Works Program Scoping and works and quotations currently being sourced.
St Marys Waste Transfer Station Additions	St Marys Waste Transfer Station	 New project - Approved in 2021/2022 Capital Works Program Work scope now confirmed; Planning Submission currently being prepared.
New Lighting Towers	St Helens Sports Complex – Football Oval	 Planning Application Approved; Building Application submitted early February 2022; Works scheduled delayed due to availability of materials – pending further advice.

The below table provides a summary of the building approval issued for the month including comparisons to the previous financial year.

No.	BA No.	Town	Development	Value
1	2022/00088	St Marys	Shed	\$39,000.00
2	2021/00324	Scamander	Ancillary Dwelling	\$50,000.00
	2022/00005 -	Stieglitz	Change of Use (Shed to Dwelling) & New	
3	Stage 1		(Shed)	\$105,000.00
			Change of Use (Shed to Dwelling) &	
4	2021/00130	St Helens	Additions	\$125,000.00
5	2021/00366	St Helens	Dwelling, Garage, Deck & Awning	\$393,000.00
6	2022/00063	St Marys	Shed & Retaining Wall	\$33,000.00
7	2022/00149	Stieglitz	Solar Panels	\$13,000.00
8	2021/00372	St Helens	Storage Sheds with Amenities	\$223,000.00
	2022/00059 -			
9	Stage 2	St Helens	Retaining Wall & Patio	\$15,000.00
10	2021/00080	Four Mile Creek	New (Shed) & Additions (Veranda)	\$28,000.00

ESTIMATED VALUE OF DUILDING ADDDOVALS FINANCIAL VEAD	2020/2021	2021/2022
ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR		
TO DATE	\$20,947,089.00	\$24,450,540

	MONTH	2021	2022
ESTIMATED VALUE OF BUILDING APPROVALS			
FOR THE MONTH	June	\$1,574,446.00	\$1,024,000.00

NUMBER BUILDING APPROVALS FOR FINANCIAL	MONTH	2020/2021	2021/2022
YEAR TO DATE	June	159	173

ENVIRONMENTAL REPORT

Description	Updates
Cat Management Program	Council's offer to subsidize microchipping and de-sexing of pet cats is now open to applications from concession card holders. Depending on uptake it may be extended to other cats and owners, including people willing to take roaming semi-owned cats in as their pet. The subsidy covers more than half of already reduced vet costs and is being promoted to encourage responsible cat ownership in Break O'Day. A supporting population management activity is being planned. This cat trapping activity aims to rehome cats from stray and roaming cat colonies where ever possible and will pilot a joint approach with the RSPCA and the local veterinary clinic.

Description	Updates
Community Awareness and Engagement	Organising for a <i>larapuna Community Weekend</i> in August is underway. Council is supporting the event with partners PWS, Wildcare Friends of larapuna Coast, NRM North, Tasmanian Aboriginal Land Council, Bay of Fires Lodge, Adrift Lab, and Friends of Eddystone Point Lighthouse. Volunteers will remove sea spurge and marine debris from the larapuna coast over the three day event, which hopes to extend to four and include the Policemens Point-Gardens coast this year.
Weed Management	Detection dog surveys for serrated tussock at the two infestation sites in Break O'Day are scheduled for late July. Serrated tussock is a serious weed threat to agriculture. The aim of the surveys is to shown no serrated tussock plants have escaped, or find any that may have. They are part of the <i>Break O'Day Serrated Tussock Eradication</i> project funded through the Weed Action Fund.

PUBLIC HEALTH REPORT

Recreational Water Quality

The *Public Health Act 1997* requires that Councils to monitor recreational waters (including public pools and spars) using the Tasmanian Recreational Water Quality Guidelines. Monitoring is conducted monthly during the warmer months to test faecal contamination.

The 2021-2022 sampling season has now ended. Results for water samples last season indicated conditions at the ten waters monitored were safe for swimming according to the Tasmanian Recreational Water Quality Guidelines.

All natural waters may be subject to local poorer water quality from time to time due to weather or other conditions.

Immunisations

The *Public Health Act 1997* requires that Councils offer immunisations against a number of diseases. The following table provides details of the rate of immunisations provided by Council through its school immunisation program.

MONTH	2021/2022		2020/2021		
	Persons	Vaccinations	Persons	Vaccinations	
July - December	43	45	50	58	
January - June	155	156	90	90	
TOTAL	198	201	140	148	

Sharps Container Exchange Program as at 6 July 2022

Current Year	Previous Year
YTD 2021/2022	YTD 2020/2021
43	26

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

Environment – To balance our use of the natural environment to ensure that it is available for future generations to enjoy as we do.

Strategy

- Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions.
- Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it.

LEGISLATION & POLICIES:

Not applicable.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

07/22.17.0 GOVERNANCE

07/22.17.1 General Manager's Report

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	002\012\001\
ASSOCIATED REPORTS AND	Nil
DOCUMENTS	

OFFICER'S RECOMMENDATION:

That the General Manager's report be received.

INTRODUCTION:

The purpose of this report is to provide Councillors with an update of various issues which are being dealt with by the General Manager and with other Council Officers where required.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report – Council consideration at previous meetings.

OFFICER'S REPORT:

Meeting and Events attended:

27.06.2022	St Helens	Community Leaders/Businesses & Councillors Function with Cabinet	
28.06.2022	St Helens	St Helens – Regional Cabinet, forum involving Councillors providing an opportunity to	
			raise and discuss matters relating to the Break O'Day area.
30.06.2022	Launceston	_	TasWater – Owner Representatives Meeting

Meetings & Events Not Yet Attended:

13.07.2022	Launceston	 Northern Tasmania Development Corporation (NTDC) – Strategic Planning Workshop
15.07.2022	Launceston	 Northern Region Planners Group meeting with General Managers
15.07.2022	Launceston – Northern Regional General Manager's Meeting	
18.07.2022	St Helens	 Council Meeting

General – The General Manager held regular meetings with Departmental Managers and individual staff when required addressing operational issues and project development. Meetings with community members included Noel Harper, Nicola Steven and Sandra Ashley.

Brief Updates:

Regional Cabinet

Council's meeting with the Cabinet provided an opportunity to express our appreciation for the support Council had received from the Government as well as the projects which the State Government had undertaken which benefitted the Break O'Day community. As planned, a substantial amount of the discussion time focussed on the housing shortage situation which is being experienced in our area and it was good to be able to provide a picture of the local situation to the State politicians in attendance. Other items raised included the frustrations we continue to experience in relation to the Burns Bay Car Park project; an emerging issue in relation to GP charging and the need for more support being provided to local GPs (in particular the situation with Dr Latt at St Marys); and funding for the Business Enterprise Centre program. Overall the meeting with Cabinet was a very positive experience and there was an opportunity for Councillors to discuss items of interest with Cabinet Ministers and other members.

Communications Report

TOPIC	ACTIVITY	PROGRESS
GENERAL COMMS	BODC Newsletter	 Sent out 2 weeks ago. Included stories on: Sculpture Trail Mental Illness Plastic Free July – Plastic Free events Waster tips etc
	Rates Newsletter	Completed and uploaded to the website. Will be added to Rates Notices which should have been received.
	Local Government Elections	Attended Communications meeting on how this will be promoted via LGAT and TEC
	Plastic Free Events	Developed a Plastic Free Events Flyer to be given to community groups and event organisers
	Mayor's Op-ed Examiner	Focused on the State Waste Levy
	Five minutes with the Mayor	Focused on the State Waste Levy
	Community Group list update	Promoting and supporting the update of community group contact details
Social Media	Plastic Free July	Scheduled a series of Plastic Free posts for the month of July
	Cat desexing and microchipping subsidy	Working on content to promote this both individually and in collaboration with NRE.

TOPIC	ACTIVITY	PROGRESS
Marketing	Digital Noticeboard at Flagstaff	Developed new slides to be used over July holidays including: Welcome to St Helens Promotion of the donation machines Also worked with East Coast Tourism and Gravity Isle to develop a slides promoting
		other things to do while in the area and Gravity Isle's Bay of Fires product. All Trail Ambassadors have been given the opportunity to run slides free of charge on the screen
	FLOW /IMBA promotion of the Bay of Fires trail	Working with FLOW to create an article on the Bay of Fires trail which can be used to promote the trail internationally via IMBA's channels.
GRANTS	Digital Notice Board and PA System for the Flagstaff Trailhead	Progress Report completed. Approx \$8000 remaining to acquire the third sculpture by June 2023
	Bay of Fires Epic	Progress Report completed
EMAIL DATABASES	Continuing to develop	Continuing to collect email addresses for the newsletter and township databases. This has been going well with all the consultation underway which is used as an opportunity to promote our EDMs.
Community Engagement	Developing Plans and Promoting Community Engagement Projects	The communications coordinator has been working on the following Community Engagement Plans: Township Plans engagement St Marys Multi-Purpose Centre Fingal Youth Park Volunteer Strategy Community Engagement Strategy Georges Bay Activation Strategy
	Recreational Trails Strategy	Organised and promoted an online forum on 22 July for the Recreational Trails Strategy.
Community Engagement Strategy	Community Engagement Strategy development	Survey results were collated and a report developed. Community feedback was taken on board and influenced the Strategy including the development of a simple one page Community Engagement Promise. Once the Strategy is endorsed by Council, reports and the strategy will be uploaded to the website and a procedure developed and implemented.

TOPIC	ACTIVITY	PROGRESS
Surveys	Several surveys have been developed and promoted	We currently have the following live surveys: Volunteering Survey – Part 2 Business Biennial Survey Georges Bay Activation Survey The following surveys have now closed and Reports are being developed so we can report back to the community for: Township Plan Review Draft Community Engagement Strategy

Actions Approved under Delegation:

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
105 Seymour Street,			Number 21 – Miscellaneous
Fingal	Affixing Common Seal	Final Plan of Survey	Powers and Functions to
Two (2) Lot Subdivision			the General Manager

General Manager's Signature Used Under Delegation for Development Services:

DATE	DOCUMENT	ADDRESS	PID OR DA
02.06.2022	337 Certificate	22 Dune Street, Scamander	7152234
02.06.2022	337 Certificate	19 Parnella Drive, Stieglitz	7205930
02.06.2022	337 Certificate	Esplanade, Seymour (CT105379-1)	1850904
03.06.2022	337 Certificate	2 Russell Street, Fingal	6411871
06.06.2022	337 Certificate	Gillies Road, St Marys (CT107648-2)	1975299
06.06.2022	337 Certificate	6 Lomond Place, Fingal	7657339
07.06.2022	337 Certificate	Mathinna Road, Mathinna (CT103415-2, CT234415-1)	6416947
08.06.2022	337 Certificate	16 Susan Court, St Helens	2282654
10.06.2022	337 Certificate	66A Medeas Cove Esplanade, St Helens	9171734
10.06.2022	337 Certificate	12-14 Main Street, St Marys (CT18917-9)	6403775
14.06.2022	337 Certificate	41 Aquaculture Drive, St Helens	9244794
14.06.2022	337 Certificate	Shannon Rise, 1735 Upper Esk Road, Upper Esk	7896524
15.06.2022	337 Certificate	57 Tully Street, St Helens	6795932
15.06.2022	337 Certificate	11 Sunnybank Close, St Helens	9083755
21.06.2022	337 Certificate	1835 Upper Esk Road, Upper Esk	1799168
23.06.2022	337 Certificate	23A Steel Street, Scamander	2801741
23.06.2022	337 Certificate	5 Charles Street, Beaumaris	6809660
23.06.2022	337 Certificate	191 Tasman Highway, Beaumaris	6791296
23.06.2022	337 Certificate	64 Quail Street, St Helens	2885172

DATE	DOCUMENT	ADDRESS	PID OR DA
23.06.2022	337 Certificate	Unit 1, 15 Telemon Street, St Helens	7641812
23.06.2022	337 Certificate	1170 Gardens Road, The Gardens	2708731
24.06.2022	337 Certificate	497 Lottah Road, Goulds Country (CT116901-2)	9475795
27.06.2022	337 Certificate	13 Wigram Street, Scamander	6410203
27.06.2022	337 Certificate	1164 Gardens Road, The Gardens	6808131

Tenders and Contracts Awarded:

Nil.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

Services - To have access to quality services that are responsive to the changing needs of the community and lead to improved health, education and employment outcomes.

Strategy

- Work collaboratively to ensure services and service providers are coordinated and meeting the actual and changing needs of the community.
- Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

07/22.17.2 Draft Community Engagement Strategy – Report and Review

ACTION	DECISION
PROPONENT	Council Officers
OFFICER	Communications Coordinator
FILE REFERENCE	002\019\010\
ASSOCIATED REPORTS AND	Break O'Day Council's Communication Strategy
DOCUMENTS	Survey Report
	Engagement Promise

OFFICER'S RECOMMENDATION:

That Council formally adopts the Community Engagement Strategy.

INTRODUCTION:

Our Community Engagement Strategy outlines a consistent approach for how Council will engage across all areas with our community. The strategy will be the key public document of a Community Engagement Framework. Once consultation has concluded a procedure will be developed for internal implementation.

The Strategy utilises the International Associations for Public Participation (IAP2) framework which is an internationally recognised communication tool and endorsed by the LGA.

We have developed this Strategy in line with the Strategic directions, values and policies of BODC at the forefront and have presented them in a simple and easy to understand format.

The community has now provided feedback on the document and this has been reviewed and incorporated into the document.

PREVIOUS COUNCIL CONSIDERATION:

April 2022 Council Meeting:

That Council endorses the Draft Community Engagement Strategy to go out to the Break O'Day community for feedback as per the Communications Plan. – CARRIED UNANIMOUSLY

OFFICER'S REPORT:

The Community Engagement survey was open from 28 March 2022 and closed on 8 June 2022. The survey received 35 responses.

The survey was heavily promoted during this period including:

- **Council's Website** Hosted a brief on the project, links to the draft strategy and survey link.
- Council's Facebook page 6x posts on the following dates 23/4, 30/4, 3/5, 15/5, 23/5 3/6
- **Council's Newsletter** March edition (our newsletters are published in the last week of the month)
- The Valley Voice Full page advert 26/5
- The Coastal Column Full page advert May edition
- Email Database more than 350 people

Although only 35 responses were received they were comprehensive and very relevant comments.

All of these comments have been taken on board and the Community Engagement Strategy has been re-viewed and re-drafted to ensure that community sentiment was captured. How these comments influenced the plan are outlined in the report.

Changes made to the plan include:

- Reviewing for plain English and making relevant changes
- Developing a simple plain English Community Engagement Promise to ensure the basic process was understood.
- Development of a reporting matrix to enable staff to review their process

See associated Report, Community Promise and Draft Community Engagement Strategy V5.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 - 2027

Goal

Community - To strengthen our sense of community and lifestyle through opportunities for people to connect and feel valued.

Strategies

- 1. Create an informed and involved community by developing channels of communication.
- 2. Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge.
- 3. Foster and support leadership within the community to share the responsibility for securing the future we desire.

Key Focus Area (KFA)

Communication - Improve and develop communication processes that lead to the community feeling more informed and involved.

Community and Council Collaboration - Work within a community engagement framework which defines the relationship between the community and Council in decision making and project delivery.

Relevant Activity – BODC Annual Plan 2021-2022

- **1.3.1.2** Framework Integration Embed the Community Engagement Framework within Council activities.
- **1.3.1.1** Community Engagement Framework-Finalise and adopt a Community Engagement Framework to support Council activities which reflects the new Local Government Act requirements.

LEGISLATION & POLICIES:

BODC Community Engagement Policy CB03 Local Government Act 1993

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority.



Community Engagement Strategy 2021-2022



Version: 2 - Date: June 2022

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This document has been specifically drafted for use by the Break O'Day Council and the Break O'Day Community, August 2021.

Disclaimer:

Every reasonable effort has been made to ensure that this document is correct at the time of issue. Break O'Day Council disclaims all liability in respect of the consequences of anything done or omitted.

Legislative Requirements:

The Tasmanian Government is currently formulating a new Local Government Act and whilst the prescription within the legislation is still unknown, the proposed Reform Directions have been communicated.

#17 - All Councils will develop and adopt a community engagement strategy

Councils will develop a Community Engagement Strategy after each election, in collaboration with their communities. The Community Engagement Strategy will inform how councils will engage, involves, consult and inform their communities on plans, projects and policies. Councils will be required to follow their Community Engagement Strategy when engaging communities on their Strategic Plan in determining their service delivery priorities and when setting their budget (including rating decisions).

#18 - Removing prescriptive consultation requirements

Councils will have broadened capacity to engage with their communities in accordance with their Community Engagement Strategy. Wherever possible, prescriptive requirements to provide reports and information in a specified way, such as by post, will be removed. Some specific consultation requirements will be maintained where necessary to protect the rights of the community and councils.

(Review of the Local Government Legislative Framework – Approved Reforms, 9 June 2020, pg4).

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What is Community Engagement?

Community Engagement in Local Government is defined as a planned, two-way process of communication. It makes sure you, the community, stakeholders and community groups are informed of Council activities and have the chance to provide feedback in the decision-making of Council on issues that affect you. Community engagement also makes sure that Council decisions reflect the views of community.

Why do we have a Community Engagement Strategy?

To increase the involvement of our community in the activities and decisions of Council.

To make sure our community feel included in decision-making and make sure Council decisions reflect the views and feelings of the community.

What is the Community Engagement Framework?

The Framework will include this Strategy and a procedure for our staff to use to make sure they are engaging with the community as agreed to. Collectively we will refer to these documents as the Community Engagement Framework.

Our Community Engagement Strategy is meant to be a high level document designed to provide aims and guidelines for delivering community Engagement. Detail for each engagement project will be recorded in our procedures.

The Community Engagement Framework is a living document, meaning it can be flexible and adapted when needed.

Aims of the Strategy

Aim 1. Inclusion and Accessibility

We will use a range of communication methods to try and reach as many people as possible and will try to provide everyone the opportunity to participate.

Aim 2. Transparency and Accountability

We will be fair, transparent and accountable in our decision-making and do all we can to create a thriving community where everyone feels safe, welcome and connected.

Aim 3. Integrity and Respect

We will do all we can to make sure everyone understands the role and value of community engagement, and that our engagement is consistent and understood.

Aim 4. Open and Honest Communication

We will be clear and consistent in our approach to community engagement to ensure people can participate in decision-making where appropriate.

Aim 5. Best Practice

We will recognise and apply the most appropriate engagement methods according to the audience, matter or project.

We will make sure staff have access to tools and resources to perform best practice community engagement.

Guiding Principles

Be Clear – We will be clear about WHAT, WHO and HOW we engage, and how this will affect our decision-making.

Be Educated – We will seek to understand the different viewpoints in our community and do our best to help our community understand the topics and projects of interest to them.

Be Timely – We will strive to give the community as much chance as possible to contribute to decision-making.

Be Inclusive – We will use different ways of communication to make sure our engagement is accessible to everyone. We will do our best to provide our community with all the information needed to make sure consultation is informed and meaningful.

Be Meaningful – We will strive to find and engage with people, groups and organisations in our community who have a specific interest, or will be directly affected by a decision. We will provide involvement opportunities that people value.

Be Transparent and Accountable – We will be honest with our community about the scope and limitations of participation opportunities. We will make engagement data available to the public and explain how this information influenced decision-making.

Who will we engage with?

Some of the things we will ask ourselves when determining who we will engage with include:

- Who will be directly affected/impacted by this (topic)?
- Who has involvement in the (topic)?
- Who can influence the outcome of this project/issue?

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How will we engage with you?

Council will adopt an inclusive and accessible approach to our community engagement. We will consider the community needs, and make choices about the most appropriate forms of engagement.

We recognise the increasing popularity of technology as a communication tool but we also understand there are many ways to engage and not everyone has access to, or uses, technology. We will preference digital technologies to communicate with our community where appropriate and preference non-digital methods where and when appropriate. We will always use both digital and non-digital methods to make sure participation is accessible to as many people as possible.

How you can engage with us

Council welcomes community input and feedback and there are number of ways you can engage with us.

Aside from making sure you have your say when we open up community engagement, there are a range of ways you can share your thoughts with us.

Customer Service Request Form

Access the Customer Service Request Form on our website under My Council/Customer Feedback. You can also call the office on 6376 7900 or email admin@bodc.tas.gov.au who can help you with your request.

Write to Us

You can write a letter to the General Manager. That way we can hear your feedback in your own words. This can be emailed to admin@bodc.tas.gov.au, dropped in to the mailbox outside our office or mailed in.

Visit Us in Person

Drop in to the office between 9am 5pm Monday to Friday (excluding public holidays) and speak to our friendly staff.

Speak to a Councillor

Councillors are elected to represent the views of the community. Part of their role includes listening to and raising the concerns of the community with Council.

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Council Meetings

Everyone is welcome to attend and ask questions at Council meetings. You can find meeting times and information on our website.

Petitions

You can put together a valid petition to present at a Council meeting. There is information on our website on how to ensure your petition is valid and can be considered by Council.

More information on having your Feedback heard can be found on our website under My Council/Customer Feedback.

Level of Participation

IAP2 Spectrum is pictured below.



The IAP2 Spectrum for Public Participation is an internationally recognised tool used by Local Government. The spectrum identifies five levels of increasing community engagement.

The level of community engagement in decision-making will depend on the issue / project. For example, Community Engagement may comprise of INFORMING the community of activities and decisions of Council. At other times, when Council is seeking community input, we may CONSULT or INVOLVE. When the community can take the lead on a topic, we will use methods that foster COLLABORATION or EMPOWERMENT.

Increasing Participation in Decision-Making - (IAP2)

	Inform	Consult	Involve	Collaborate	Empower
INTENT	Keep people informed about the things that matter to them.	Listen, consult and engage with our community and individuals.	Work with people to ensure their concerns and aspirations inform decision-making.	Build and maintain strong relationships to achieve better outcomes.	Support and facilitate a thriving community.
PROMISE	Share information to community through effective methods tailored to the situation.	Invite input. Consider and represent our community. Provide feedback.	Support and enable people to directly share their concerns and aspirations. Provide feedback.	Foster partnerships with community to share processes and responsibilities.	Foster and support community leadership and responsibility for our shared future.

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What methods will we use and when?

Each project or issue is unique and we recognise that the needs and aspirations of our community change over time. We will use the IAP2 Spectrum to guide our level of engagement and use the most suitable methods, tools and approaches to meet the level of engagement.

IAP2 Level	Suitable methods	
Inform	Web page, social media, newsletter, media (TV, radio, newspaper), direct email and community noticeboard.	
Consult	Online and hard-copy survey including the availability to do them over the counter at reception, community meetings or drop-in sessions	
Involve	Community workshops and/or online forums.	
Collaborate	Establishment of Working Group/Advisory Committee, online forum supported by Counci	
Empower	Community lead action group/committee communicating with Council.	

Roles and Responsibility

Community engagement is the responsibility of all Council employees.

Community has a role to play in engagement by making sure they make the most of our engagement activities on issues that are important to them.

Council is elected to make decisions on behalf of the community for the benefit of the whole community.

Council tries to listen to all the views, needs, issues and aspirations expressed by the community through engagement. We try to balance these community views with other influences and constraints such as financial and legislative to make informed decisions.

When CAN we engage?

- ✓ On projects or issues of significant community interest for example the development of strategies and plans.
- ✓ When a Council decision could have significant impact on the community
 or a stakeholder group. For example project works in a particular township
- ✓ When there is an opportunity to involve the community in decisions relating to the nature, scope, design or delivery of a project or initiative. For example, developing community facilities.
- ✓ When an outcome involves a change in services or infrastructure provided by Council. For example a change to playground equipment.
- ✓ When Council has a statutory, legislative or regulatory requirement that needs community input. For example, the Dog Management Zones.

When can't we engage?

- X When an immediate response is required, such as in an emergency situation. For example evacuating certain areas and facilities.
- X When a decision must be made because of legal or safety requirements.
 For example, closing beach access because of contamination.
- **X** When the activity is considered "business as usual" and there is no new information to consider. For example road maintenance.
- X When community input would not influence a decision. For example, when there is already legislation in place that will determine the outcome.
- **X** When timeframes and direction from other levels of government do not allow for meaningful engagement.

How will we report back to our community?

Part of our commitment to you, our community is that we will report back with the results of engagement and be clear about how this information influenced the decision/topic.

We will gather results from our consultation into a report that will be made available on <u>our website</u>. We will promote reports through different digital and non-digital methods.

Reporting back does not apply to the INFORM level of the IAP2 spectrum.

How will we ensure meaningful engagement?

Feedback and evaluation of our engagement is essential to ensure that our Community Engagement is meaningful. We will adopt a formal, internal procedure to make sure we review our engagement practices. We will consider, among other things:

- Was our process inclusive and accessible?
- Did we talk to the right people?
- Did we ask the right questions?
- Was the timing right?
- Was the information easy to understand?
- What worked well and what didn't?
- Did we have the right resources?
- What feedback did we receive from the community about the consultation?
- What learnings are there for next time?

A copy of our <u>Community Engagement procedures and policies</u> can be found on our website if you would like more detail.

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Review and Reporting

The Communications Coordinator will oversee the management of the Community Engagement Framework.

Each department manager of Council is responsible for developing their own Engagement Plans based on this framework.

Engagement Plans will be developed with the Communication Coordinator to make sure it fits with the aims and guiding principles of the Strategy.

The Community Engagement Strategy will be a living document and we will strive for best practice by reviewing each community engagement process. Learnings and improvements will be included in the Framework.

We will review the Strategy and Procedure in full each Local Government election year.

We will include in our Annual Report a summary of our Engagement Activities.

References and Resources

Available on our website, www.bodc.tas.gov.au

Break O'Day Council's 10 year Strategic Plan 2017 - 2027

- Break O'Day Council's Community Engagement Policy
- Break O'Day Council's Community Implementation Guide
- Break O'Day Council's Communication Strategy

Definitions

COMMUNICATION

The provision of one-way information to advise the community and stakeholders about a project, initiative or issue. It can also involve two-way dialogue with community and stakeholders to achieve a particular outcome.

COMMUNITY

All residents, ratepayers, landowners and members of the public including individuals, groups, visitors, organisations, government and business.

STAKEHOLDER

A person, group or organisation who may be affected by, have a specific interest in, or influence over, a council decision or issue under consideration.

COMMUNITY ENGAGEMENT

How Council will communicate with the community. Council's Community Engagement will be guided by the IAP2 five levels of participation, inform, involve, consult, collaborate and empower.

STAKEHOLDER ENGAGEMENT

The process by which an organisation involves people who may be affected by the decisions it makes, or can influence the implementation of its decisions.

PUBLIC PARTICIPATION

The involvement of those affected by a decision in the decision-making process.





Version: 1 - Date: June 2022

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Introduction

Break O'Day Council's Community Engagement Strategy is part of our Community Engagement Framework which outlines the way we, Break O'Day Council will communicate with you, our community.

In Local Government, Community Engagement is defined as, an agreed to, two-way communication process that ensures the community is informed of Council Activities and has the opportunity to influence Council's decisions.

This document is all about you and the best ways for us to communicate and engage with you. Because of this it is important we made sure our community had a chance to give feedback on the document and that you, most importantly, understood the document.

Council would like to thank everyone who took the time to review the document and take the survey.

Survey Details

The survey was open from 28 March 2022 and closed on 8 June 2022.

The survey received 35 responses.

The survey was promoted in the following ways:

- . Council's Website Hosted a brief on the project, links to the draft strategy and survey link.
- Council's Facebook page 6x posts on the following dates 23/4, 30/4, 3/5, 15/5, 23/5 3/6
- Council's Newsletter March edition (our newsletters are published in the last week of the month)
- The Valley Voice Full page advert 26/5
- . The Coastal Column Full page advert May edition
- Email Database more than 350 people

The survey was designed to speak directly to the strategy and as we go through each answer and the responses we will explain how we did this.

A third of responses were from the St Helens Stieglitz area, around 15% from St Marys. All responses were via the online survey. There were no inquiries by email, phone or in person for hard copies.

The majority of respondents were aged between 45 and 64.

As this project had long lead times and was promoted through every method possible including directly to more than 350 people by email. We are making the assumption that the lack of responses is a result of asking respondents to read the document in order to take the survey.

Community Engagement Strategy - REPORT

Key Findings

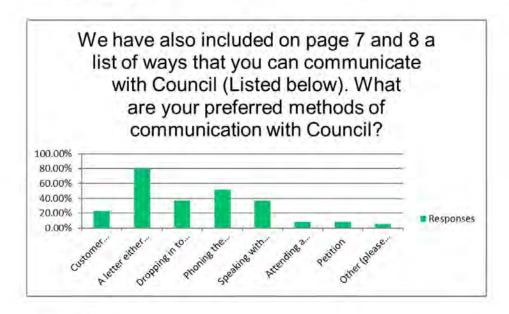
- A third of responses were from the St Helens Stieglitz area
- · Around 15% from St Marys
- All responses were via the online survey
- There were no inquiries by email, phone or in person for hard copies.
- The majority of respondents were aged between 45 and 64
- The community's preferred method of communication with us is by letter or email
- The community finds out about Council activities primarily through the Council newsletter and word of mouth and Facebook
- · The community generally uses online surveys to have their voice heard
- Council needs to work on getting the community to attend face-to face engagement sessions in the future
- The community's biggest challenge engaging with us is not finding out about activities in time
- The community generally understood the IAP2 Process, when we can and can't communicate and the overall document
- · The community agreed with the Strategy's aims and guiding principles
- . The top things the community wanted to see in our reports back to them were:
 - An explanation of how the findings of the consultation process informed Council's decision
 - Summary of key themes and findings
 - Detail on the process we used to engage
 - Survey statistics including graphs
 - A full list of all the comments that were made during the process

Question 1 - What are your preferred methods of communication with Council?

Relevance to Strategy

Question 1 will help us understand how the community would prefer us to engage with them.

Answer Choices	Responses Number	%
Customer Service Request	8	22.86%
A letter either via email or hard copy	28	80.00%
Dropping in to the office	13	37.14%
Phoning the Office	18	51.43
Speaking with one of the Councillors	13	37.14%
Attending a Council Meeting	3	8.57%
Petition	3	8.57%
Other (please specify)	2	5.71%



Other comments:

- · Access to appropriate council staff with considered responses provided
- Survey Monkey.

Summary:

Based on the responses to this question, the community's preferred method of communication with Council is via a letter with the second being phoning the office and third, dropping into the office or speaking with a Councillor.

Influence on Strategy

Answers will help us communicate effectively with you about Council activities.

Community Engagement Strategy - REPORT

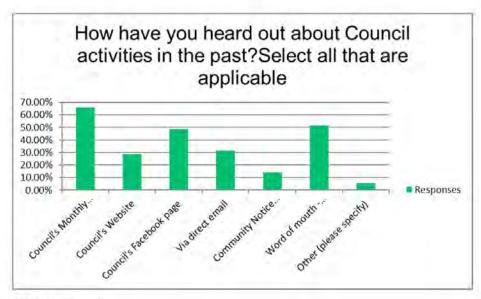
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Question 2. How have you heard out about Council activities in the past?

Relevance to Strategy

Like question 1, question 2 helps us to understand how you find out about Council's activities.

Answer Choices	Number	%
Council's Monthly Newsletter	23	65.71%
Council's Website	10	28.57%
Council's Facebook page	17	48.57%
Via direct email	11	31.43%
Community Notice Board or shop window	5	14.29%
Word of mouth	18	51.43%
Other (please specify)	2	5.71%



Other Comments:

- Letter
- The Coastal Column

Summary

The community finds out about Council information is via the Council's newsletter, Word of Mouth and the Facebook page.

Because this survey is digital (there was opportunity for people to collect hard copies from the office) we should acknowledge there could be a bias towards digital information.

It is great to see that respondents are using Council platforms like the newsletter and Facebook page to find Council information as that allows us to ensure that the right message is being presented to the community at the right time.

Community Engagement Strategy - REPORT

With an ageing population it is no surprise that Word of Mouth is used as a way of finding out about Council activity. However, this means people relying on word of mouth may not get the whole message in a timely manner.

Influence on Plan

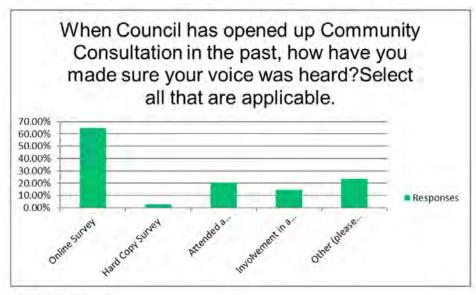
This will help us determine the best ways to communicate with you.

Question 3. When Council has opened up Community Consultation in the past, how have you made sure your voice was heard?

Relevance to Strategy

Like the previous questions, question 3 will help us understand how you prefer to communicate with us when we ask you to engage with us.

Answer Choices	Number	%
Online Survey	22	64.71%
Hard Copy Survey	1	2.94%
Attended a Community meeting or drop-in session	7	20.59%
Involvement in a working group/committee	5	14.71
Other (please specify)	8	23.53%



Other Comments:

- New rate payer
- This is my first survey
- Haven't previously.
- Have not had an issue requiring input
- · Only new to the community but I'd phone into Council
- Emailed feedback
- · Fairly new resident to town so have not been a part of one before
- Petition

Community Engagement Strategy - REPORT

Summary

As this survey was set up as a digital survey (hardcopies were available from the office), we must acknowledge a potential bias towards this method of communication.

Considering the other answers to this question, Council needs to do some more work around getting the community to participate in person when Council is undertaking face-to-face consultation processes like forums, drop-ins or info sessions.

Influence on the Strategy

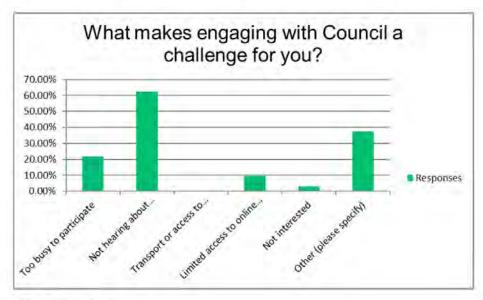
The answers to this question will help us better plan our community engagement activities by ensuring we use your preferred methods.

Question 4. What makes engaging with Council a challenge for you?

Relevance to Strategy

Question 4 was included to help us identify barriers to you engaging with us so that we can better understand these challenges and find ways to reduce them and increase engagement.

Answer Choices	Number	%
Too busy to participate	7	21.88
Not hearing about engagement opportunities in time	20	62.50
Transport or access to engagement events	0	0
Limited access to online information	3	9.38
Not interested	1	3.13
Other (please specify)	12	37.50



Other Comments:

- · Never receiving answers is very discouraging to keep attending meetings
- Being new to living here and not sure if our opinion and/or knowledge of local matters is relevant as yet
- · Time of day scheduled
- · Whilst owning property in BODC area not living locally at present
- · Am new to the region so I have limited engagement to date
- Live out of the area.
- Not a challenge
- · New to the area and still learning
- Not really knowing the appropriate way to respond or express concerns.
- Social anxiety

Community Engagement Strategy - REPORT

- Nothing
- · Lack of information of upcoming events

Summary

According to responses, the biggest barrier to attending Council Engagement activities is not finding out about them in time.

Timing is one of the Community Engagement Strategy's guiding principles: Be Timely – We will strive to give the community as much chance as possible to participate.

Timing is clearly an area we need to focus on particularly promotion. Generally we work off a two week window for promotion but considering a large portion of respondents are using word of mouth to find out about Council activities we will need to consider longer lead times.

It is worth noting here that when Council promotes Engagement activities we use the following platforms to promote the event:

- Facebook
- Website
- Council Newsletter
- Email databases including townships and community groups
- Valley Voice
- Coastal Column
- And sometimes StarFM depending on the event

Influence on the Strategy

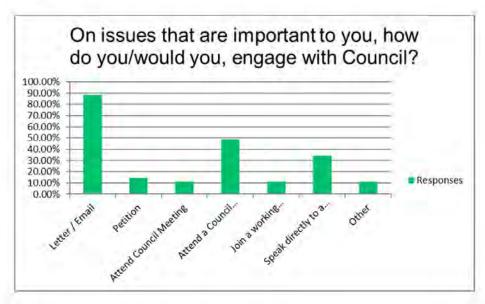
Because a large percentage, 62%, said that timing was a barrier to engaging with us we will work on lead times of a month where possible and ensure that this is in our procedure.

Question 5. On issues that are important to you, how do you/would you, engage with Council?

Relevance to Strategy

Question 5 was included to help us understand your preferred methods of communication with us without us asking you to engage with us. We felt it important to include this question in specific reference to you approaching us rather than us approaching you.

Answer Choices	Number	%
Letter / Email	31	88.57
Petition	5	14.29
Attend Council Meeting	4	11.43
Attend a Council workshop/forum/information session	17	48.57
Join a working group/committee	4	11.43
Speak directly to a Councillor	12	34.29
Other	4	11.43



Other comments:

- · Can do anything hosted online
- . I would like clarity on the kerb-side slashing strategy in Seymour.
- Phone call
- We are not always present in the community but if we were I would attend a meeting or speak directly to a councilor

Summary

The majority of respondents said that their preferred method of communication with Council on issues that are important to them was to either send us a letter or email.

This is great news as this is also Council's preferred way to hear from the community. By putting your questions in writing, either via email or letter allows us to respond formally. This means tracking the inquiry and ensuring we can forward questions onto the most appropriate officer at Council.

The second highest response was attending a Council meeting. Again this is great news as it allows us to follow a formal process. These methods increases the transparency and accountability of our responses to you.

Influence on Strategy

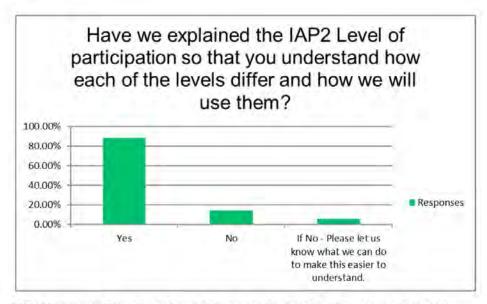
Answers to the question help us understand your preferred ways of communicating with us so we can better communicate with you.

Question 6. Have we explained the IAP2 Level of participation so that you understand how each of the levels differ and how we will use them?

Relevance to Strategy

This question is a check to make sure we explained the IAP2 process and that it was understood by the community.

Answer Choices	Number	%
Yes	31	88.57
No	5	14.29
If No - Please let us know what we can do to make this easier to understand	2	5.17



Other Comments: Please let us know what we can do to make this easier to understand.

- · Be accessible be transparent
- I do read the newsletters, but perhaps I missed something

Summary

The majority of respondents said that we had explained and therefore understood the IAP2 process. This is an internationally recognised, best practice process for Community Engagement.

Influence on Strategy

Responses indicate no change required.

Community Engagement Strategy - REPORT

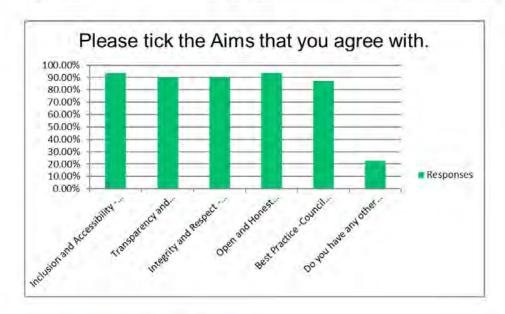
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Question 7. Please tick the Aims that you agree with.

Relevance to Strategy

This question was a check to make sure the community agreed with and understood the aims of the Strategy. It also provided an opportunity for the community to give feedback on something we may have missed.

Answer Choices	Number	%
Inclusion and Accessibility - We will use a variety of communication methods and endeavor to provide everyone the opportunity to participate.	29	93.55%
Transparency and Accountability - Provide fairness, transparency and accountability for council decision-making processes that help create a thriving community where everyone feels safe, welcome and connected.	28	90,32%
Integrity and Respect - Everyone understands the role and value of community engagement, and Council's engagement processes are consistent and understood		90.32%
Open and Honest Communication -A clear and consistent approach to community engagement ensures people can participate in issues and projects relevant to them and can contribute to the decision-making process where appropriate.	29	93.55%
Best Practice -Council recognise and implement the most appropriate engagement method according to the matter or project and community context. Staff have access to tools and resources to perform best practice community engagement, to provide a consistent approach to report back to community.	27	87.10%
Do you have any other comments or feedback?	7	22.58%



Community Engagement Strategy - REPORT

Comments and Feedback:

- · Council staff can be condescending and not interested in helping- prefer to avoid work
- Transparency of council decision making needs to be improved so that community members can give timely feedback
- Maybe add timely as providing adequate time at the relevant time is also important
- It would be terrific if the Council could include collaboration with entrepreneurs to assist
 migrant families assisting council in forums etc to feedback inclusive thoughts and ideas. For
 the council to invite disability advocates to forums and to support those living with disability
 in the region to have their say. To have visual and audio support for those living with hearing
 and visual impairments. To ensure forums, meetings, and activities are in physically
 accessible areas. to ensure council has the opportunity to provide easy English options for
 information and materials sent out to the community
- No
- I find Council website lacking. Unable to find what I'm searching for and Dog Walking Map greatly inadequate.
- · Love our council. Taking on challenging, exciting times

Summary

The majority of respondents agreed with the Aims of this Strategy.

It is worth noting at this point that some respondents felt this document was too 'airy fairy' or full of motherhood statements. While Council does not deny this, it is also important to note that this is a high level document aimed at providing a framework for community engagement. The finer detail that some felt was missing will be project specific and will be outlined through our procedure.

Influence on Strategy

Due to comments around motherhood statements we will review the Strategy and explain why this is as well as provide specific examples where appropriate. We will also ensure we include procedure documentation so the community can see where the detail for each project is captured.

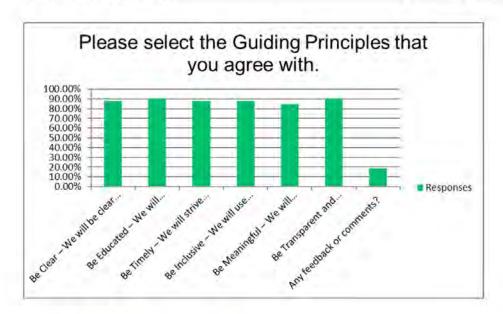
Community Engagement Strategy - REPORT

Question 8. Please select the Guiding Principles that you agree with.

Relevance to Strategy

This question was a check to make sure the community agreed with and understood the Guiding Principles of the Strategy as well as provide opportunity for the community to give feedback on something we may have missed.

Answer Choices	Number	%
Be Clear – We will be clear about WHAT, WHO and HOW we engage, and how this will affect our decision-making.	28	87.50
Be Educated – We will seek to understand the different perspectives in our community; and do our best to help our community understand the topics and projects of interest to them.	29	90.63
Be Timely – We will strive to give the community as much chance as possible to participate.	28	87.50
Be Inclusive – We will use different methods to ensure our engagement is accessible to everyone. We will do our best to provide our community with all the information they need to be part of meaningful consultation.	28	87.50
Be Meaningful – We will strive to identify and engage with people, groups and organisations in our community who have a specific interest, or will be affected by a decision and provide participation opportunities that people value.	27	84.38
Be Transparent and Accountable – We will be honest with our community about the scope and constraints of participation opportunities. We will make engagement data available to the public where possible, and explain how this information influenced decision-making.	29	90.63
Any feedback or comments?	6	18.75



Feedback and Comments:

- · While your criteria are aligned to modern principles the council and staff fail to enact them
- Oops, ignore my last comment as timely was there. Although it's not just about adequate time, it's also about asking at the right time (eg. Not half way through decision making where it's ticking a box as the big decisions have already occurred)
- Information dissemination requires all forms of information be easily read or to offer support to those requiring it to understand the information provided
- no
- I'm am trying to find plans for the extension of the cycle/walk track to Stieglitz but have had
- Councillors need to make public their Airbnb investments (how many & where) so as to
 prove to the community that they aren't self-serving to boost their own investments.

Summary

The majority of respondents agreed with the Aims of this Strategy.

It is worth noting at this point that some respondents felt this document was too 'airy fairy' or full of motherhood statements. While Council does not deny this, it is also important to note that this is a high level document aimed at providing a framework for community engagement. The finer detail that some felt was missing is project specific and will be outlined through our procedure.

Influence on the Strategy

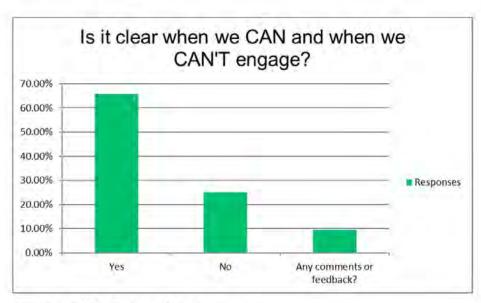
Due to comments around motherhood statements we will review the Strategy and explain why this is as well as provide specific examples where appropriate. We will also ensure we include procedure documentation so the community can see where the detail for each project is captured.

Question 9. Is it clear when we CAN and when we CAN'T engage?

Relevance to Strategy

This question was a check to make sure the community agreed with and understood when we can and cannot engage with the community.

Answer Choices	Number	%
Yes	21	65.63%
No	8	25.00%
Any comments or feedback?	3	9.38%



Comments and Feedback with Council responses:

Respondent's Comment	Council Response
We are a relatively small council - there should be no instances where we can't engage	The reasons why we cannot engage our outlined in the plan and are based around when community input cannot influence a decision for example; Closing a beach due to pollution.
For council to ensure the upper levels of government understand that true communication with community members requires time if the council is to be inclusive	Council can ask and try to influence levels of Government on how they communicate with our community but they have their own processes and we have no control over this.
Feedback for one of the Can't "when community input will not influence a decision". Who makes the call on whether the community will influence it or	The reasons why we cannot engage our outlined in the plan and are based around when community input cannot influence a decision for example; Closing a beach due to pollution.

not? I think this opens up a whole raft of issues and perhaps some examples next to this statement may help the community understand it better.

Summary

The majority of respondents understood when we can and can't communicate.

Amongst the negative responses, respondents said they could see no reason why we should not be able to engage on all projects.

Influence on Strategy

Based on this feedback we have included a more comprehensive explanation with examples in the Strategy.

Question 10. When we produce reports about our Engagement Activities they will be available on our website or from the office. What would you like to see in these reports?

Relevance to Strategy

Reporting back to you on how engagement has gone is an important part of the overall Strategy. The answers to this question will inform our process and procedures for reporting back to you.

Answer Choices	Number	%
Survey statistics including graphs	22	70.97%
Visual representation of the comments received ie Word Cloud	16	51.61%
A full list of all the comments that were made during the process	20	64.52%
An explanation of how the findings of the consultation process informed Council's decision	29	93.55%
Summary of key themes and findings	25	80.65%
Detail on the process we used to engage	24	77.42%
Is there anything else that you would like to see included in the report?	8	25.81%

Is there anything else you would like to see included in the report?

Respondent's comment	Council Response
Timing around response times	Where possible time frames will be included in our reporting.
Risks n mitigation strategies	Risk and Mitigation is something embedded into all Council activities and is part of our processes.
Open use of language aka understandable	Council uses a Plain English approach to all public communication. We do this by aiming for the average reading age of a 14 year old or grade 6 pupil. We are able to test this with the Flesch-Kincaid Readability Scale, an online tool.
Stakeholder engagement overview and how they were engaged, risk matrix if applicable	This will be included in our procedure and where appropriate we will include in our reporting.
Provide an easy English summary	Plain English as mentioned above. We will include a Summary of Key findings at the beginning of our reports for quick easy understanding.
How long the process took	We will include this in our reporting.
Contact details for further input	We will include this in communication and promotion of the project but generally speaking we use the generic Council contact details as we usually have a team working on various aspects of the project. We will also ask through the process for your contact details so that we can keep you updated directly on the project.
No	NIL

Summary

The top responses to this question were:

- 1. An explanation of how the findings of the consultation process informed Council's decision
- 2. Summary of key themes and findings
- 3. Detail on the process we used to engage
- 4. Survey statistics including graphs
- 5. A full list of all the comments that were made during the process

Influence on Strategy

Where possible and appropriate, Council will endeavor to include all of the above in reports back to the community on the engagement process. The top five will be embedded in our procedure.

We have also taken on board some of the comments made and provided some responses below:

Question 11. In order to make sure the engagement process is meaningful, we will review our processes and consider the following:

- · Did we ask the right questions?
- · Was the timing right?
- · Was the information easy to understand?
- What worked well and what didn't?
- · Did we have the right resources?
- What feedback did we receive from the community about the consultation?
- · What are the learnings for next time?

Is there anything else you think we should include in our review process?

Relevance to Strategy

This question is about ensuring we have a sound review process, that the community is happy with this process as well as give the community the opportunity to let us know if we had missed anything.

Responses

This was an open ended question, the respondent's comments and Council's responses are as follows:

Respondents Comments	Council Responses
Overall the process lack measurable information and far too many mother statements - lacking functional detail	This document is meant to be high level and provide a framework to guide Community Engagement. Functional detail will be dealt with on a project basis through our procedure which we will make publically available as part of the process.
All the 100s of mainland international n Tasmanian shack n land holder who are not locals	Depending on the project we will identify our audiences and how we plan on reaching them. If we need to differentiate between audiences we generally ask respondents to tell us what town they are from etc.
Check with other councils on information sources	Council staff have a lot of contact with their counter parts at other Councils where we share resources and ideas.
If there is found to be missing engagement or flaws in the engagement that there is a process to revisit these on the project prior to the decision being finalised not just put it in a review for the next project	Before completing the engagement process we will do a review based on the above questions. If we see any gaps at this stage we will revisit our methods to ensure communication was meaningful.
Drop in sessions with no context or information provided do not work well. In a community with low literacy and many transient residents we need to inform and engage so that the right questions can be asked and responded to	Whenever we launch a community engagement project we provide context and ensure the community has access to all relevant throughout promotion. This information can always be found on our website under My Community /Community Engagement, this link is promoted every time we do community engagement. We also try to provide as much information regarding this via newsletter, social media and promotional posters.

All Council has a plain English approach to information regarding the community.

We also use a variety of platforms to ensure we reach

as many people as possible.

"I just want to comment on one of the things listed as a reason not to engage which was safety. I work in this area and it is very clear that consultation is a requirement for safety so I suggest you reconsider your approach. It can be a hard line to navigate as you will get those who will always be difficult to deal with but you will get a better outcome that is welcomed by the community where you engage with them on safety. For example I see many councils making decisions where if they consulted better with the locals a knock on affect where a new safety hazard is created out of the project would have been avoided. Or a solution to a safety issue is ineffective as the council didn't talk to locals as they thought the already had all the information they needed (don't know what you don't know).

The respondent is referring to this statement regarding when we can't Engage: "X When a decision must be made because of legal or safety requirements"

Here we are referring to issues of public safety where Council must act based on legal and legislated requirements so the community has no influence on the decision. For example closing a beach due to contamination.

We will ensure to clarify this in the Strategy in more detail.

The other thing I don't think I saw listed (although I might of missed it) was around the environment so clearing of trees etc. That does need to be listed as an area where the community needs to be engaged. As these decisions impact everyone in relation to visual, fire protection, erosion, loss of habitat, endangered species and given how beautiful the area is and the focus on forests and the sea as BODC image these natural assets are valued by council and community and therefore all should have opportunity to contribute to the conversations and decision making." Did we include the right people? those disadvantaged, living with disability, or older residents

In terms of clearing of trees, private clearing is covered by the State Planning Scheme which means Council can only enforce the guidelines in that scheme and has no control in this area.

Inclusivity is one of our Guiding Principles: "Be Inclusive – We will use different methods to ensure our engagement is accessible to everyone. We will do our best to provide our community with all the information they need to be part of meaningful consultation." We will always endeavour to use a variety of ways to communicate and reach people in our community.

No	NIL
No	NIL
"This seems like a good starting point.	Thank you!
Publish review finding and be accountable for continuous improvement	We are committed to publishing reports and review findings as part of our process.

Summary

Overall respondents were happy with the review process.

Influence on Strategy

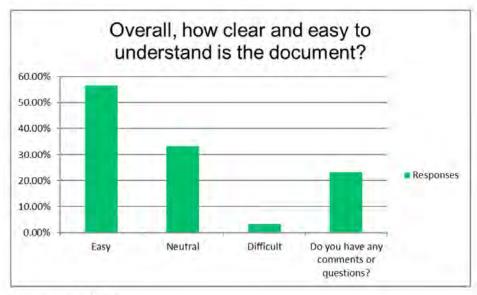
The suggestions above will be used as checks for us to review the Strategy and make appropriate changes in line with these comments.

Question 12. Overall, how clear and easy to understand is the document?

Relevance to Strategy

We want to ensure that Council documents are in Plain English and understood by the community. Answers to this question will help us understand how easy this document is to understand and whether we need to make any changes to how we have presented the information.

Answer Choices	Number	%
Easy	17	56.67
Neutral	10	33.33
Difficult	1	3.33
Do you have any comments or questions?	7	23.33



Comments and Questions:

Respondents comments	Council Responses
Again the document is written full of management jargon and flowery wording which means little.	We checked the readability level of the document which was a grade 11 reading level. Based on this we have tried to use more plain English where possible and have developed a simple two page engagement promise.
A lot of motherhood statements which are generally ok. No kpi on what levels of engagement you are seeking to achieve and how you will measure success	Measures and KPIs will be project specific and will be included in our procedures.
Visual images or a low literacy version could be helpful	We checked the readability level of the document which was a grade 11 reading level.

	Based on this we have tried to use more plain English where possible and have developed a simple one page engagement promise.
Great document	Thank you
Whilst inclusiveness and consultation are to be encouraged, I am hopeful that it can be carried out in a timely manner. The last thing we need is further red tape to delay and stall projects unnecessarily.	We will make sure our processes are timely. However there may be times this is beyond our control.
No	NIL
It's a typical council doc, overly wordy, full of council speak. Keep it simple add diagrams, infographics to explain concepts. Even the strategy & survey are buried in the website!	We checked the readability level of the document which was a grade 11 reading level. Based on this we have tried to use more plain English where possible and have developed a simple one page engagement promise. Unfortunately Council's website is always going to be cumbersome when we have such a wide range of information we have to include (there is more than 1100 documents housed on the site). We have tried to make the website as user friendly as possible by keeping headings simple. All community Engagement can be found under My Community/Community Engagement. This is only three clicks which is considered acceptable practice for a site of such scale. There are also search options on the site and google will also pick up all our material if you still can't find it.

Summary

The majority of respondents found the document easy or neutral to understand however there were some great comments for us to consider in improving the documents ease of understanding.

Influence on the Strategy

We will use the comments made by the community below to review the document taking on board their suggestions and changing the Strategy where appropriate.

Question 13. Do you have any further comments, feedback or suggestions?

Relevance to the Strategy

With any Council survey or engagement we will always, where possible, provide an opportunity for you to provide additional feedback. This is the final opportunity for you to have your say and let us know if you think we have missed anything.

Open ended responses presented below with Council response

Respondent Comments	Council Responses	
Try and be real and communicate at a level reflective of the community and their expectations The increasing percentage of Tasmanian mainland and international shack / land owners is and will continue to increase Long term there is a danger of the minority of rate payers rule the majority of the aforementioned rate payers	We will do this by ensuring we use a variety of methods to promote and engage as well as using Plain English. We hope to ensure that majority rules by implementing a meaningful and understood Community Engagement Strategy and procedure.	
I added extra comments around safety and environment under other sections which hopefully you can see	Addressed over	
I feel all Councils do what they can to be inclusive of all their community members however within government sometimes the extra steps to be truly inclusive get overlooked due to the added and or perceived costs, time and additional personnel required to meet the goal of true inclusion	We are committed to being inclusive and as timely as possible but we do have to balance costs.	
I have found council accessible and approachable.	Thank you	
no, thank you for the survey	Thank you	
Make sure there are timeframes for the process	We are committed to being as timely as possible with our engagement processes and will include timeframes where possible in our procedure and reports.	
No	NIL	
I'm hoping all councilors will embrace this process and follow the guidelines.	The community Engagement Strategy will be formally endorsed by the Council which will give the Councillors the opportunity to familiarise themselves with the framework.	

Keep it simple and communicate on multiple Chanel's to reach as wide an audience as possible!	We are committed to using a variety of methods to ensure we reach a wide audience.
Set a target for percentage of pop you will engage for each campaign.	We will endeavor to do this however we can't force people to use opportunities to engage with us.
Get help as internal team don't have skill set to implement.	Our team has a wide range of professional skills including in Community Engagement and communication. Several staff members have also undergone professional development in community engagement. However, where required we will at times use external consultants to undertake community engagement based on our Strategy Guidelines.

Summary

All comments have been reviewed and will be used when reviewing the plan.

Influence on the Strategy

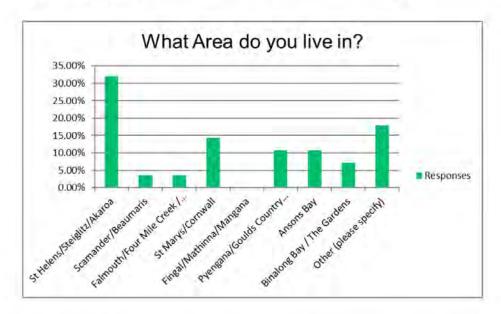
We will make changes based on comments from the community regarding Plain English and will include relevant links in the document to areas of our website to help you find the information you need.

Question 14. What area do you live in?

Relevance to plan

The last few questions allow us to do a bit of a check on who we have reached in the community and whether there are any gaps for us to consider as part of the review process. It is also an opportunity for us to ask you to join a mailing list so that we can contact you directly with any future engagement opportunities.

Answer Choices	Number	%
St Helens/Stieglitz/Akaroa	9	32.14
Scamander/Beaumaris	1	3.57
Falmouth/Four Mile Creek / Seymour	1	3.57
St Marys/Cornwall	4	14.29
Fingal/Mathinna/Mangana	0	0.00
Pyengana/Goulds Country / Weldborough	3	10.71
Ansons Bay	3	10.71
Binalong Bay / The Gardens	2	7.14
Other (please specify)	5	17.86



Other Comments:

- Once again all to locals centric ... what about all the other Tasmanian mainland and international rate payers etc
- Grav
- · North, however frequent visitor and rate contributor
- Primarily the mainland (Victoria), currently building in Akaroa with the view to spending 6
 months of the year there.
- · Greater Hobart have property in Binalong Bay

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Summary

In terms of population spread, we expect a high % of responses to come from the St Helens area as this is where approximately 1/3 of our community lives. When we ask this question we are referring to where a ratepayer has their property. For example they may live in Launceston but have a shack at Binalong Bay.

Influence on the Strategy

This question provides us with a check to review, specifically:

- · Was our process inclusive and accessible?
- · Did we talk to the right people?

Question 15. What Age Group are you in?

Relevance to the Strategy

The last few questions allow us to do a bit of a check on who we have reached in the community and whether there are any gaps for us to consider as part of the review process. It is also an opportunity for us to ask you to join a mailing list so that we can contact you directly with any future engagement opportunities.

Answer Choices	Number	%	
Under 18	0	0.00	
18-24	0	0.00	
25-34	0	0.00	
35-44	2	7.14	
45-54	10	35.71	
55-64	11	39.29	
65-74	5	17.86	
75-84	0	0.00	
85+	0	0.00	



Summary

Examining the demographic data it is clear we have not been able to reach as wide an audience as we had hoped with this survey.

Influence on the Strategy

Despite being promoted across a wide range of platforms and being open from 28 March to 8 June, the survey did not reach the desired audience. As a result, we will take the re-drafted survey back out to the community via community information meetings.

Question 16.

Before you go, would you like to added to our email database to receive our newsletter? If so please add your email address below.

• 13 respondents provided their email addresses.

These email addresses were added to our Township database and where appropriate our Newsletter Database.

MEASURE	KPI	Response
Was our process inclusive and accessible?	We reached a wide range of people in our community Our engagement activities were accessible and inclusive	YES We reached a wide audience of people through our promotion including directly emailing 350 people. We promoted the survey for more than 2 months across a wide range of platforms.
Did we talk to the right people?	Stakeholder responses = REQUIRED or explained General audience responses must aim to REASONABLY meet: A spread across the municipality in relation to population centres. For example: St Helens = Approx 1/3 of responses* A spread of age group in relation to area's demographic statistics. For example: Ages over 54 = approx. 1/2 responses*	YES. Despite only returning 35 responses we believe we did all we could to encourage the community to participate including leaving the survey open for longer.
Did we ask the right questions?	 The aims of the engagement were answered and allow us to progress the decision/project/activity. 	Yes –the questions and their answers have directly influenced the strategy
Was the timing right?	We gave at least a month's notice We were able to reach our identified audiences We were able to promote the event adequately	We gave plenty of notice We targeted a wide range of people via a wide range of methods We promoted the engagement adequately
Was the information easy to understand?	The community understood why we were consulting The community understood how they could have input	The information was determined to be easy to understand by the audience but based on some comments we have made changes and introduced an easy one page communication promise for better plain English understanding.

Community Engagement Strategy - REPORT

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What worked well and what didn't?	٠	We reviewed our engagement processes and made changes needed to ensure we met our aims and guidelines	No changes required at this stage to the review process.
Did we have the right resources?	•	We had everything we needed on the day to ensure the community had their voices heard in a meaningful way	Yes
What feedback did we receive from the community about the consultation?		We listened to feedback from the community on our engagement processes	Yes – community comments and sentiment has influenced the Strategy and our procedure.
What learnings are there for next time?		We made changes to our processes based on feedback from the community.	We made changes to our processes based on feedback from the community.

OUR COMMUNITY ENGAGEMENT

Promise

When we engage with you we will...

Be Clear – About the reason for engaging with you and any influence this can have on decision-making.

Be Educated—seek to understand the different views of our community and do our best to help you understand the topics and projects of interest to you.

Be Timely—strive to give you as much chance as possible to contribute to decision-making.

Be Inclusive – Use different methods to make sure information and opportunities are accessible to everyone.

Be Meaningful –strive to find and engage with people, groups and organisations in our community who have a specific interest, or will be directly affected by a decision.

Be Transparent and Accountable –be honest with you about the limitations of participation opportunities. We will report back to you and explain how your participation influenced decision-making.

Before we start engaging with you, we will ask ourselves:

- Who will be directly affected/impacted by this (topic)?
 - Who has involvement in the (topic)?
- Who can influence the outcome of this project/issue?

When we CAN and CAN'T engage

When CAN we engage?

- On projects or issues of significant community interest for example the development of strategies and plans.
- When a Council decision could have significant impact on the community or a stakeholder group.
 For example project works in a particular township
- When there is an opportunity to involve the community in decisions relating to the nature, scope, design or delivery of a project or initiative.
 For example, developing community facilities.
- When an outcome involves a change in services or infrastructure provided by Council. For example a change to playground equipment
- When Council has a statutory, legislative or regulatory requirement that needs community input. For example, the Dog Management Zones.

When CAN't we engage?

- When an immediate response is required, such as in an emergency situation. For example evacuating certain areas and facilities.
- When a decision must be made because of legal or safety requirements. For example, closing beach access because of contamination.
- When the activity is considered "business as usual" and there is no new information to consider.
- When community input would not influence a decision. For example, when there is already legislation in place that will determine the outcome.
- When timeframes and direction from other levels of government do not allow for meaningful engagement.

How will we engage with you?

The IAP2 framework is Industry Best Practice and describes the different levels of public participation in decisionmaking. This framework will guide the choices we make about our community engagement (pictured below).

Involve Collaborate Inform Consult Empower

IAP2 Level	Explanation	Suitable Methods
Inform	Our community will not be able to influence a decision but we can INFORM you of Council's decisions, projects and activities. We will also promote engagement opportunities using the inform methods.	Web page, social media, newsletter, media (TV, radio, newspaper), direct email and community noticeboard.
Consult	Community feedback will influence a Council decision, activity or project.	Online and hard-copy survey including the availability to do them over the counter at reception, community meetings or drop-in sessions.
Involve	Our community has influence on a decision, project or activity and your feedback will be important before finalising a decision.	Community workshops and/or online forums.
Collaborate	Partner with our community on a project that they will have high influence over.	Establishment of Working Group/ Advisory Committee, online forum supported by Council.
Empower	Support our community to take the lead on a project.	Community group reports back to Council on their activities and are supported by Council where required.

More information can be found on our website under My Community/ Community Consultation



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07/22.17.3 Draft Policy – LG55 – Local Government Election – Caretaker Period Policy

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	015\009\001\
ASSOCIATED REPORTS AND	Draft Policy – LG55 – Local Government Election – Caretaker
DOCUMENTS	Period Policy

OFFICER'S RECOMMENDATION:

That Council adopt LG55 – Local Government Election – Caretaker Period Policy.

INTRODUCTION:

Correspondence was received from the Minister for Local Government in relation to the recent approval of the *Local Government Amendment (Elections) Act 2022* by Parliament. Within this correspondence it was recommended that Council consider adopting such policy.

PREVIOUS COUNCIL CONSIDERATION:

Discussion help at the July Council Workshop.

OFFICER'S REPORT:

The correspondence states that the Local Government sector have expressed a desire to introduce a caretaker period in advance of upcoming elections however it is noted that this was not able to be accommodated for this election.

The correspondence also notes that there is an opportunity for Councils to voluntarily adopt their own caretaker policies prior to the election period commencing and included a copy of Kingborough Council's "Election Caretaker Period Policy" for Councils consideration.

The Minister stated that this policy provides a very sound approach to managing the election period and he strongly encourages Councils to consider adopting such a policy.

The General Manager notes that the Policy Detail and Guidelines contained within the policy is logical and in practice this is basically what happens when we are in an election period. Formalising this approach is sound practice and we can expect the new Local Government Act when it arrives to contain similar provisions.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 - 2017

LEGISLATION & POLICIES:

Local Government Amendment (Elections) Act 2022.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

There are no financial implications to Council adopting this policy.

VOTING REQUIREMENTS:

Simple Majority.



POLICY NO LG55 LOCAL GOVERNMENT ELECTION – CARETAKER PERIOD POLICY

DEPARTMENT:	Governance	
RESPONSIBLE OFFICER:	General Manager	
LINK TO STRATEGIC PLAN:	be visionary and accountable leaders who advocate and represent the views of our community in a transparent way.	
STATUTORY AUTHORITY:	Local Government Act 1993	
OBJECTIVE:	 The purpose of this policy is to ensure that: a) Major policy decisions are not made by Council in the lead up to an election that would prove binding for an incoming Council. b) Council resources are not used for the advantage of a candidate in a local government general election. c) The requirement to act impartially in relation to all candidates standing for election is clearly understood. 	

POLICY INFORMATION:

POLICY

1. POLICY STATEMENTS

- 1.1 Council is committed to the application of good governance principles and high standards of integrity.
- 1.2 It is an established democratic principle that elected bodies should not unnecessarily bind an incoming government during an election period. Council commits to the principle that it will make every endeavour to avoid making major policy decisions that bind an incoming Council.
- 1.3 This policy establishes clear guidelines for the conduct of Councillors and staff in the lead up to a local government general election involving the Break O'Day Council and ensures that the ordinary business of Council continues in a responsible, transparent and legally compliant manner in the period leading up to an election.

2. DEFINITIONS

2.1 In this policy:

"By-Election" is an election to replace a councillor after the councillor's office becomes vacant.

"Candidate" is a person standing for election.

"Council" means the Break O'Day Council.

#LG55 - Local Government Election - Caretaker Period Policy

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"Caretaker Period" is the period from the writ of election through until the close of the polls of the relevant local government general election.

"Electoral Material" means any advertisement, handbill, pamphlet, notice, flyer, letter or article that is intended or calculated to affect the result of an election.

"Election Campaign" refers to the activities of candidates to win voter support in the period preceding an election and includes activities such as door knocking, bulk emails, production of signs and flyers, telephone canvassing, social media campaigns and advertising.

"Local Government Act" means the Tasmanian Local Government Act 1993.

"Major Policy Decision" refers to the appointment, remuneration or termination of the General Manager, approval of contracts greater than 1% of Council's net revenue, adoption or renewal of policies, making, amending or repealing of planning schemes and establishment of By-Laws.

3. SCOPE

- 3.1 This policy applies to elected members and employees of the Break O'Day Council for duration of the caretaker period for a local government general election.
- 3.2 This policy does not apply to local government by-elections.

4. PROCEDURE / POLICY DETAIL

- 4.1 During the Caretaker Period the following provisions shall apply:
 - 4.1.1 <u>Tenure of General Manager</u> Council shall not appoint, dismiss or renew the contract of a General Manager during the Caretaker Period. An Acting General Manager may be appointed in accordance with Section 61B of the Local Government Act, if required.
 - 4.1.2 <u>Tenders and Contracts</u> no tender or contract shall be approved by Council for which the total sum exceeds 1% of the Council's revenue as proposed in the forward estimates for the financial year in which the election is to be held.
 - 4.1.3 <u>Planning Instruments</u> Council will not make, amend or repeal a local planning instrument under the Land Use Planning and Approvals Act 1993 (i.e. a planning scheme, a temporary local planning instrument or a planning scheme policy);
 - 4.1.4 By-Laws Council will not make a new By-Law during the Caretaker Period.
 - 4.1.5 <u>Policies</u> Council will not approve or renew any Council policies during the Caretaker Period.
 - 4.1.6 <u>Distribution of Electoral Material</u> no electoral material shall be permitted to be displayed or distributed on any Council owned or managed property.
 - 4.1.7 <u>Use of Council Equipment and Stationery</u> Council supplied equipment and Council branded material shall not be used by Councillors or staff in any manner that supports a candidate's election campaign. Councillors may continue to use Council equipment and branded material throughout the course of the Caretaker Period to carry out their regular functions as described in Section 28 of the Local Government Act.
 - 4.1.8 <u>Media</u> Councillors will not use their position as an elected representative, or their access to employees or resources, to gain media attention in support of their, or any other candidate's election campaign.

#LG55 - Local Government Election - Caretaker Period Policy

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4.1.9 <u>Council Committees and Groups</u> – a Councillor shall not use their membership of a Council Advisory Committee or appointment as a member of an external group to disseminate information or promote their, or any other candidate's election campaign.

5. GUIDELINES

- 5.1 Nothing in this policy prevents the Mayor, Councillors and staff from carrying on the business of the Council during the caretaker period.
- 5.2 Council meetings shall continue to be held during the Caretaker Period and will consider Agenda items that relate to the ordinary business of Council other than those matters identified in Section 5 of this policy.
- 5.3 The General Manager may still exercise all delegations provided by Council during the Caretaker Period, including the appointment of staff.
- 5.4 Capital works as approved by Council as part of the annual budget process and subsequently approved by the awarding of a tender, can proceed during the Caretaker Period, regardless of their scale.
- 5.5 The Mayor and Councillors will continue to accept invitations to attend community functions and may continue to correspond with constituents on matters related to Council business during the Caretaker Period.
- 5.6 The Mayor shall be the spokesperson for Council In accordance with Section 27 of the Local Government Act and shall carry out the civic and ceremonial functions of the mayoral office during the Caretaker Period.
- 5.7 Individual Councillors may continue to represent the community and facilitate communication between Council and the community for the duration of the Caretaker Period. In fulfilling these duties during this period, Councillors may claim allowances and expenses as provided under Council Policy 2.1 Payment of Councillors' Expenses and Provision of Facilities Policy.
- 5.8 Council employees shall maintain the normal business activities of Council during the Caretaker Period. Employees shall undertake their duties in an appropriate way and take all steps to avoid any real or perceived support for a candidate in order to protect the organisation's ability to impartially serve any incoming Council following an election.

6. LEGISLATION & RELATED DOCUMENT

The following legislation is relevant to this policy: Local Government Act 1993 Tasmanian Electoral Act 2004 Land Use Planning and Approvals Act 1993

7. RELATED DOCUMENTS

Code of Conduct for Councillors

8. REVIEW

This Policy will be reviewed every three (3) years in line with the Council's Policy Framework or earlier in the event of major changes to legislation or related policies, procedures or if deemed necessary by the General Manager.

#LG55 - Local Government Election - Caretaker Period Policy

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Pursuant to Regulation 15(1) of the Local Government (Meeting Procedures) Regulations 2015 that Council move into Closed Council.

IN CONFIDENCE

07/22.18.0	CLOSED COUNCIL
07/22.18.1	Confirmation of Closed Council Minutes – Council Meeting 27 June 2022
07/22.18.2	Outstanding Actions List for Closed Council
07/22.18.3	General Manager's Review – Closed Council Item Pursuant to Section 15(2)A of the Local Government (Meeting Procedures) Regulations 2015

Pursuant to Regulation 15(1) of the Local Government (Meeting Procedures) Regulations 2005 that Council move out of Closed Council.