

Meander Valley Council

W O R K I N G T O G E T H E R

# ORDINARY AGENDA



**COUNCIL MEETING**  
**Tuesday 9 October 2018**

# **COUNCIL MEETING VISITORS**

Visitors are most welcome to attend Council meetings.

Visitors attending a Council Meeting agree to abide by the following rules:-

- Visitors are required to sign the Visitor Book and provide their name and full residential address before entering the meeting room.
- Visitors are only allowed to address Council with the permission of the Chairperson.
- When addressing Council the speaker is asked not to swear or use threatening language.
- Visitors who refuse to abide by these rules will be asked to leave the meeting by the Chairperson.

## **SECURITY PROCEDURES**

- Council staff will ensure that all visitors have signed the Visitor Book.
- A visitor who continually interjects during the meeting or uses threatening language to Councillors or staff, will be asked by the Chairperson to cease immediately.
- If the visitor fails to abide by the request of the Chairperson, the Chairperson shall suspend the meeting and ask the visitor to leave the meeting immediately.
- If the visitor fails to leave the meeting immediately, the General Manager is to contact Tasmania Police to come and remove the visitor from the building.
- Once the visitor has left the building the Chairperson may resume the meeting.
- In the case of extreme emergency caused by a visitor, the Chairperson is to activate the Distress Button immediately and Tasmania Police will be called.



PO Box 102, Westbury,  
Tasmania, 7303

Dear Councillors

I wish to advise that an ordinary meeting of the Meander Valley Council will be held at the Westbury Council Chambers, 26 Lyall Street, Westbury, on **Tuesday 9 October 2018 at 1.30pm.**

A handwritten signature in black ink, appearing to read 'M Gill', with a long, sweeping horizontal line extending to the right.

Martin Gill  
**GENERAL MANAGER**

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**Evacuation and Safety:**

At the commencement of the meeting the Mayor will advise that,

- Evacuation details and information are located on the wall to his right;
- In the unlikelyhood of an emergency evacuation an alarm will sound and evacuation wardens will assist with the evacuation. When directed, everyone will be required to exit in an orderly fashion through the front doors and go directly to the evacuation point which is in the car-park at the side of the Town Hall.

Agenda for an Ordinary Meeting of the Meander Valley Council to be held at the Council Chambers Meeting Room, 26 Lyall Street, Westbury, on Tuesday 9 October 2018 at 1.30pm.

**PRESENT:****APOLOGIES:****IN ATTENDANCE:****CONFIRMATION OF MINUTES:**

Councillor xx moved and Councillor xx seconded, ***“that the minutes of the Ordinary Meeting of Council held on Tuesday 11 September, 2018, be received and confirmed.”***

**COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING:**

Date :	Items discussed:
<b>25 September 2018</b>	<ul style="list-style-type: none"> <li>• Education Department – Visit by Todd Williams</li> <li>• Delegations</li> <li>• Department of Education 2018 Intake Area Review</li> <li>• Review of Policy No.68. – Writing off Bad Debts</li> <li>• Review of Policy No.56 – Recreation Facilities Pricing</li> </ul>

## **ANNOUNCEMENTS BY THE MAYOR:**

### **Friday 14 September 2018**

Merrilyn Young OAM Investiture - Government House

### **Sunday 16 September 2018**

Deloraine Bowls Club season opening

### **Tuesday 18 September 2018**

Northern Waste Management Awards

### **Wednesday 19 September 2018**

Officially open Tasmanian Environmental Health Officer Conference

### **Thursday 20 September 2018**

University of Tasmania 2018 dinner

### **Friday 21 September 2018**

Deloraine Football Club Annual Dinner

### **Thursday 27 September 2018**

TasWater Special Owners Representative meeting

## **DECLARATIONS OF INTEREST:**

## **TABLING OF PETITIONS:**

# **PUBLIC QUESTION TIME**

## **General Rules for Question Time:**

Public question time will continue for no more than thirty minutes for 'questions on notice' and 'questions without notice'.

At the beginning of public question time, the Chairperson will firstly refer to the questions on notice. The Chairperson will ask each person who has a question on notice to come forward and state their name and where they are from (suburb or town) before asking their question(s).

The Chairperson will then ask anyone else with a question without notice to come forward and give their name and where they are from (suburb or town) before asking their question.

If called upon by the Chairperson, a person asking a question without notice may need to submit a written copy of their question to the Chairperson in order to clarify the content of the question.

A member of the public may ask a Council officer to read their question for them.

If accepted by the Chairperson, the question will be responded to, or, it may be taken on notice as a 'question on notice' for the next Council meeting. Questions will usually be taken on notice in cases where the questions raised at the meeting require further research or clarification. These questions will need to be submitted as a written copy to the Chairperson prior to the end of public question time.

The Chairperson may direct a Councillor or Council officer to provide a response.

All questions and answers must be kept as brief as possible.

There will be no debate on any questions or answers.

In the event that the same or similar question is raised by more than one person, an answer may be given as a combined response.

Questions on notice and their responses will be minuted.

Questions without notice raised during public question time and the responses to them will not be minuted or recorded in any way with exception to those questions taken on notice for the next Council meeting.

Once the allocated time period of thirty minutes has ended, the Chairperson will declare public question time ended. At this time, any person who has not had the opportunity to put forward a question will be invited to submit their question in writing for the next meeting.

## **Notes**

- Council officers may be called upon to provide assistance to those wishing to register a question, particularly those with a disability or from non-English speaking cultures, by typing their questions.
- The Chairperson may allocate a maximum time for each question, depending on the complexity of the issue, and on how many questions are asked at the meeting. The Chairperson may also indicate when sufficient response to a question has been provided.

- Limited Privilege: Members of the public should be reminded that the protection of parliamentary privilege does not apply to local government, and any statements or discussion in the Council Chamber or any document, produced are subject to the laws of defamation.

For further information please telephone 6393 5300 or visit [www.meander.tas.gov.au](http://www.meander.tas.gov.au)

## **PUBLIC QUESTION TIME**

### **1. PUBLIC QUESTIONS TAKEN ON NOTICE – SEPTEMBER 2018**

Nil

### **2. PUBLIC QUESTIONS WITH NOTICE – OCTOBER 2018**

#### **2.1 Karen Hillman**

I refer to item 169/2018 in Council's September 2018 Minutes: Council's submission to the Anglican Church seeking exemption from sale for 3 churches in Council's area. I note that Council expressed concern about the Church's lack of community consultation in the redress scheme. I therefore ask:

1. The names of those who attended the Council workshop – any other groups involved in the submission. It would be good to confirm that community representatives from all the churches targeted by the redress scheme were present in such discussions
2. The basis on which other churches targeted by the redress scheme were excluded from the Council submission.

#### ***Response by Martin Gill, General Manager***

- 1. There were two distinct aspects of the Council workshop item – Proposed Sale of Anglican Church Properties:***
  - ***A presentation by representatives of the Quamby Parish***
  - ***A separate discussion about a submission with no external parties present***
- 2. Council did not exclude other churches but rather made reference in the submission to churches and properties where a parish or parishioners had made direct contact with Council seeking support. Council used this approach because it was apparent that different churches and parishes throughout Meander Valley held different positions on the proposed sale of properties.***



### 3. PUBLIC QUESTIONS WITHOUT NOTICE – OCTOBER 2018

## COUNCILLOR QUESTION TIME

### 1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – SEPTEMBER 2018

#### 1.1 Cr John Temple

- (a) The Meander Valley is currently enjoying boom in the horticultural industry, particularly with the production of berry fruits. Whilst this is good for our economy, is there an opportunity cost in using prime agricultural land for this activity, especially where hydroponics are used?
- (b) Are there any risks to human health from the fungicides or pesticides used in this industry?
- (c) Is there any known impact on the soil or ground water from the chemicals used?
- (d) Have any of these chemicals been banned in other countries?

#### ***Response by Martin Gill, General Manager***

***In response to part a) Council does not employ an agricultural economist who can provide advice on the opportunity cost of using prime agricultural land for hydroponic farming. Council would have to engage an external party if Council wanted an expert opinion.***

***In response to parts, b). c). & d). Council officers have no expertise in chemical use in the berry industry. Once again any expert opinion in response to the question would require Council to engage relevant experts to provide guidance and analyse the numerous academic papers that consider the questions that have been raised. It should also be noted that Council has no authority or jurisdiction to manage chemical use on agricultural properties.***

***What Council officers can confirm is that chemicals used in agricultural products need to be approved by the Australian Pesticides and Veterinary Medicines Authority.***

#### 1.2 Cr Bob Richardson

It is noted that an invitation to Councillors to a tree planting of "native vegetation on Westbury's Town Common.

In relation to those plantings,

a) I have been approached by several Westbury residents regarding previous plantings on the town Common, including

- Plantings near the southern boundary of the Common have resulted in long grass during summer months creating a potential (high) fire hazard, and
- Plantings near the Common car park have created a screen preventing visibility issues across the Common.

In relation to potential fire hazards, is it not likely that native plantings are likely to produce a higher fire hazard than “exotic” plants? Given the prevailing winds are in the s-west to n-west sector, is the planting regime likely to increase the bushfire threat to Westbury?

***Response by Martin Gill, General Manager***

***The Tamar Fire Management Area Committee working with the TasFire Fuel Reduction Unit developed a Fire Protection Plan for the region including Westbury using a combination of BRAM analysis and Phoenix Modelling.***

***The BRAM analysis incorporates vegetation types and communities into the modelling inputs.***

***The results of this modelling indicated that the fire threat to Westbury was low and unlikely, with the only significant risk being a uncontained wildfire that ignited in the Reedy Marsh state reserves and conservation areas. The Fuel reduction unit have planned mitigation works for this area.***

Has a fire hazard study been undertaken to examine potential increase in fire risk to Westbury?

***Response by Martin Gill, General Manager***

***See answer above.***

Is it appropriate to create a “wilderness”, or “semi-wilderness” in the modern setting of Westbury with its “European” character?

***Response by Martin Gill, General Manager***

***The additional plantings are expected to have minimal impact on the character of Westbury. The plantings are limited to riparian areas.***

## **2. COUNCILLOR QUESTIONS WITH NOTICE – OCTOBER 2018**

Nil

## **3. COUNCILLOR QUESTIONS WITHOUT NOTICE – OCTOBER 2018**

## **DEPUTATIONS BY MEMBERS OF THE PUBLIC**

## **NOTICE OF MOTIONS BY COUNCILLORS**

- GOV 5 TASMANIA'S NEXT ICONIC MULTI-DAY WALK EXPERIENCE – CR RODNEY SYNFIELD
- GOV 6 MOBILE BREAST SCREENING – MEANDER VALLEY – CR BOB RICHARDSON
- GOV 7 MACQUARIE POINT TASWATER PRIORITITES – CR BOB RICHARDSON
- GOV 8 ISSUE OF FIREARMS RETAIL LICENSES – CR BOB RICHARDSON

## CERTIFICATION

"I certify that with respect to all advice, information or recommendation provided to Council with this agenda:

1. the advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation, and
2. where any advice is given directly to Council by a person who does not have the required qualifications or experience that person has obtained and taken into account in that person's general advice the advice from an appropriately qualified or experienced person."



**Martin Gill**  
**GENERAL MANAGER**

"Notes: S65(1) of the Local Government Act requires the General Manager to ensure that any advice, information or recommendation given to the Council (or a Council committee) is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation. S65(2) forbids Council from deciding any matter which requires the advice of a qualified person without considering that advice."

## COUNCIL MEETING AS A PLANNING AUTHORITY

The Mayor advises that for items C&DS 1 to C&DS 4 Council is acting as a Planning Authority under the provisions of the *Land Use Planning and Approvals Act 1993*.

# **C&DS 1 113 RITCHIE STREET, WESTBURY - SUBDIVISION**

## **(2 LOTS)**

### **1) Introduction**

This report considers application PA\18\0239 for Subdivision (2 lots) on land located at 113 Ritchie Street, Westbury (CT 125610/1).

### **2) Background**

#### **Applicant**

Michell Hodgetts Surveyors

#### **Planning Controls**

The subject land is controlled by the *Meander Valley Interim Planning Scheme 2013* (referred to in this report as the 'Scheme').

#### **Use & Development**

The property at 113 Ritchie Street in Westbury contains a dwelling and 2 (two) outbuildings. The proposal is to subdivide this property into 2 (two) residential lots (see Table 1 below). The proposed subdivision layout is below (see Figure 1), while the Bushfire Hazard Management Plan and Wastewater Report are included as attached documents.

<b>Lot</b>	<b>Area (m<sup>2</sup>)</b>	<b>Frontage (m)</b>	<b>Feature</b>
Lot 1	13200	79.8	Vacant land
Lot 2	6300	44.3	Dwelling and outbuildings
<b>Total</b>	19500		

Table 1: subdivision details

As background information, the application was originally advertised with a different lot layout and no representations were received. Before the assessment was completed, the applicant applied for the lot layout to be changed. The proposed changes were considered substantial, and a new assessment process (including advertising) commenced.

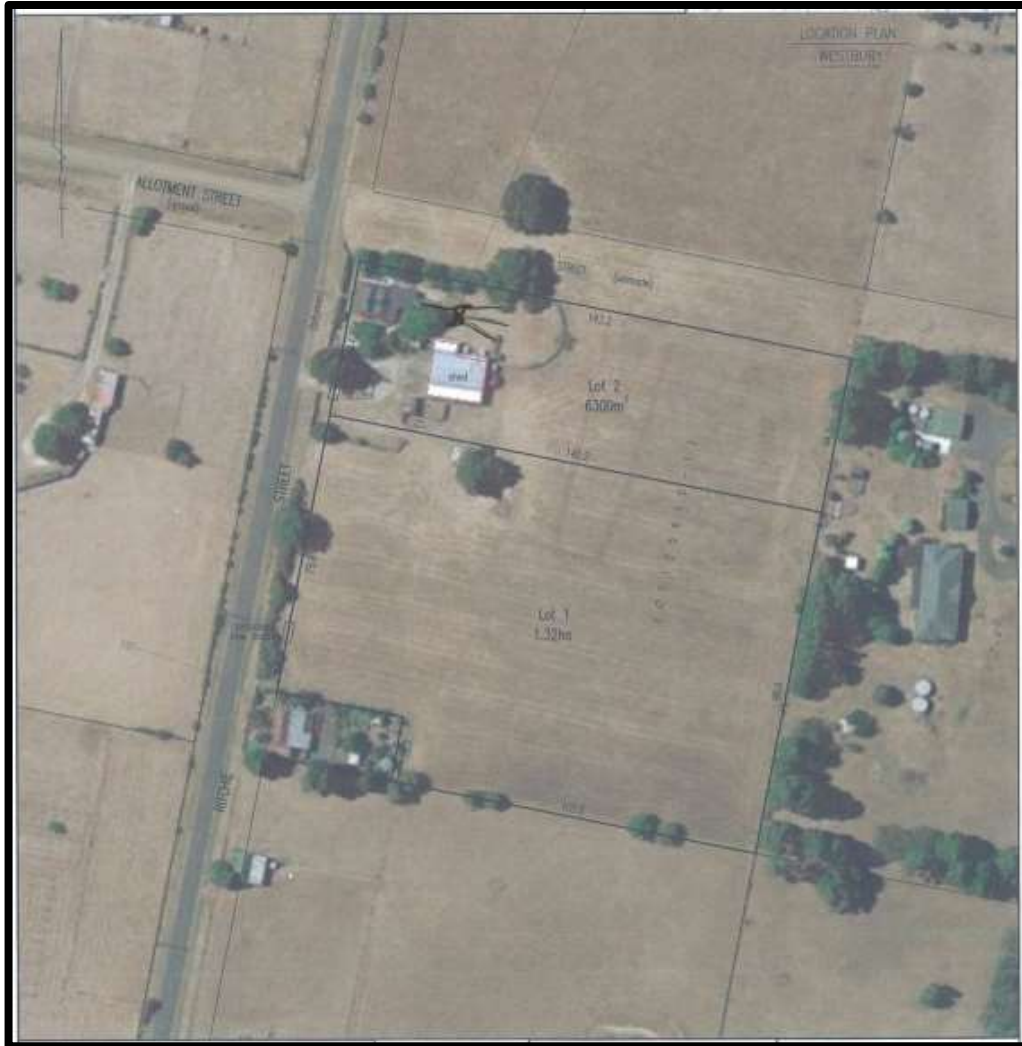


Figure 1: proposed subdivision layout (Michell Hodgetts Surveyors, 2018)

### **Site & Surrounds**

The property is located on the corner of Ritchie Street and a road reserve (Allotment Parade – unmade), in Westbury. The property contains a dwelling and 2 outbuildings in the north-west corner. The remainder of the property is vacant.



Photos 1-3: dwelling and outbuildings



Photo 4: view of existing dwelling from Ritchie Street, with hedge



Photo 5: view from Ritchie Street of Lot 1's frontage and gorse

The surrounding land is characterised by residential development on un-serviced lots (see Figure 2 below).



Figure 2: aerial photo of subject property and surrounding land

### **Statutory Timeframes**

Date Received:	19 June 2018
Request for further information:	Not applicable.
Information received:	Not applicable.
Advertised:	25 August 2018
Closing date for representations:	10 September 2018
Extension of time granted:	26 July 2018
Extension of time expires:	30 October 2018
Decision due:	9 October 2018

### **3) Strategic/Annual Plan Conformance**

Council has a target under the Annual Plan to assess applications within statutory timeframes.

### **4) Policy Implications**

Not applicable.

### **5) Statutory Requirements**

Council must process and determine the application in accordance with the *Land Use Planning Approval Act 1993 (LUPAA)* and its Planning Scheme. The application is made in accordance with Section 57 of LUPAA.



## **6) Risk Management**

Risk is managed by the inclusion of appropriate conditions on the planning permit.

## **7) Consultation with State Government and other Authorities**

Not applicable.

## **8) Community Consultation**

The application was advertised for the statutory 14-day period.

Two (2) representations were received (attached document). The representations are discussed in the assessment below.

## **9) Financial Impact**

Not applicable.

## **10) Alternative Options**

Council can either approve the application with amended conditions or refuse the application.

## **11) Officers Comments**

### **Zone**

The subject property is located in the Low Density Residential Zone. The land surrounding the site is located in the Low Density Residential Zone.

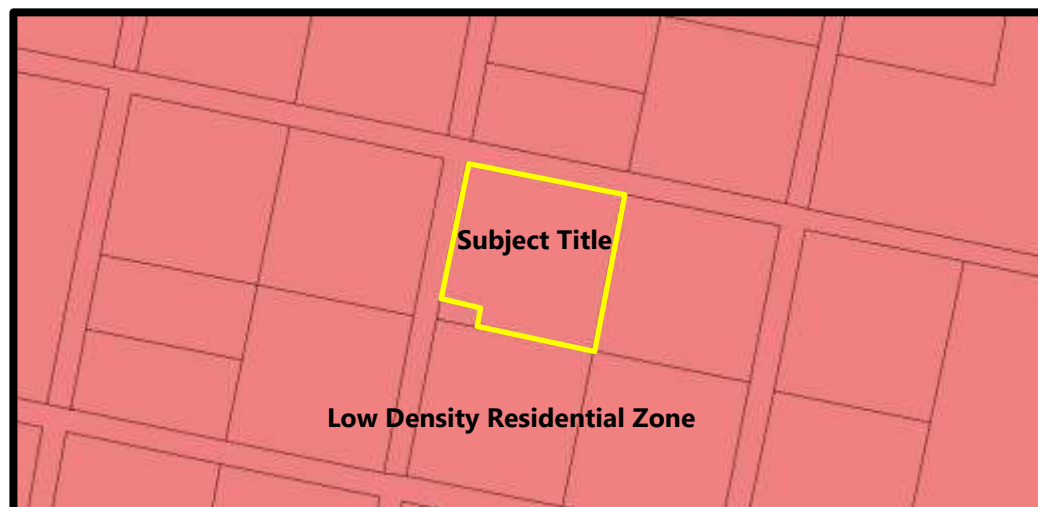


Figure 3: zone map

## **Use Class**

Table 8.2 of the Scheme, categorises the proposed use class as:

- Residential

A Residential use is specified in Section 12.2 – Low Density Residential Use Table as being No Permit Required. Subdivision, however, is subject to Performance Criteria, making it Discretionary.

## **Applicable Standards**

This assessment considers all applicable planning scheme standards.

In accordance with the statutory function of the State Template for Planning Schemes (Planning Directive 1), where use or development meets the Acceptable Solutions it complies with the planning scheme, however it may be conditioned if considered necessary to better meet the objective of the applicable standard.

Where use or development relies on performance criteria, discretion is applied for that particular standard only. To determine whether discretion should be used to grant approval, the proposal must be considered against the objectives of the applicable standard and the requirements of Section 8.10.

A brief assessment against all applicable Acceptable Solutions of the Low Density Residential Zone and Codes is provided below. This is followed by a more detailed discussion of any applicable Performance Criteria and the objectives relevant to the particular discretion.

## **Compliance Assessment**

The following table is an assessment against the applicable standards of the Meander Valley Interim Planning Scheme 2013.

<b>Low Density Residential Zone</b>			
Scheme Standard		Comment	Assessment
<b>12.3.1 Amenity</b>			
A1	If for permitted or no permit required uses.	The subdivision is for residential purposes. Residential is a <i>No Permit Required</i> use	Complies

		class.	
A2	Commercial vehicles for discretionary uses must only operate between 7.00am and 7.00pm Monday to Friday and 8.00am to 6.00pm Saturday and Sunday.	Not applicable.	
<b>12.4.1.1 Site Coverage</b>			
A1	The site coverage must not exceed 30% of the site.	The existing development will cover less than 30% of the proposed lot.	Complies
<b>12.4.3.1 General Suitability</b>			
A1	No Acceptable Solution	There is no Acceptable Solution.	Relies on Performance Criteria
<b>12.4.3.2 Lot Area, Building Envelopes and Frontage</b>			
A1	Each lot must: <ul style="list-style-type: none"> <li>a) have a minimum area in accordance with Table 12.4.3.1; and</li> <li>a) be able to contain a 35 metres diameter circle with the centre of the circle not more than 35 metres from the frontage; and</li> <li>b) have new boundaries aligned from buildings that satisfy the relevant acceptable solutions for setbacks; or</li> <li>c) be required for public use by the Crown, a an agency, or a corporation all the shares of which are held by Councils or a municipality; or</li> <li>d) be for the provision of public utilities; or</li> </ul>	<p>Lot 1 is 13200m<sup>2</sup> in size and Lot 2 is 6200m<sup>2</sup> in size (both greater than the Acceptable Solution of 5000m<sup>2</sup>).</p> <p>Both lots can accommodate a 35m diameter circle, with the centre within 35m from the frontage.</p> <p>The setback from the outbuilding to the proposed boundary is 11m (greater than the Acceptable Solution of 3m).</p>	Complies

	<p>e) for the consolidation of a lot with another lot with no additional titles created; or</p> <p>g) to align existing titles with zone boundaries and no additional lots are created.</p>		
A2	Each lot must have a frontage of at least 4 metres.	Lot 1 has a frontage of 79.8m and lot 2 has a frontage of 44.3m (both greater than the Acceptable Solution of 4m).	Complies
A3	Each lot must be connected to a reticulated: <p>a) water supply; and</p> <p>b) sewerage system.</p>	Both lots are unable to be connected to reticulated water and sewerage.	Relies on Performance Criteria
A4	Each lot must be connected to a reticulated stormwater system.	Both lots are unable to be connected to reticulated stormwater.	Relies on Performance Criteria

### Bushfire-Prone Areas Code

Scheme Standard	Comment	Assessment	
<b>E1.6.1 Subdivision: Provision of hazard management areas</b>			
A1	<p>(a) ... or</p> <p>(b) The proposed plan of subdivision:</p> <p>(i) shows all lots that are within or partly within a bushfire-prone area, including those developed at each stage of a staged subdivision;</p>	<p>The application includes a bushfire hazard management plan prepared by a suitably qualified person.</p> <p>The Bushfire Hazard Management Plan states that the development</p>	Complies

	<p>(ii) shows the building area for each lot;</p> <p>(iii) shows hazard management areas between bushfire-prone vegetation and each building area that have dimensions equal to, or greater than, the separation distances required for BAL 19 in Table 2.4.4 of <i>Australian Standard AS 3959 – 2009 Construction of buildings in bushfire-prone areas</i>; and</p> <p>(iv) is accompanied by a bushfire hazard management plan that addresses all the individual lots and that is certified by the TFS or accredited person, showing hazard management areas equal to, or greater than, the separation distances required for BAL 19 in Table 2.4.4 of <i>Australian Standard AS 3959 – 2009</i></p>	<p>is in compliance with E1.6.1 A1 (b).</p>	
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	Construction of buildings in bushfire-prone areas; and  (c) ...		
<b>E1.6.2 Subdivision: Public and fire fighting access</b>			
A1	(a) ...; or (b) A proposed plan of subdivision showing the layout of roads, fire trails and the location of property access to building areas is included in a bushfire hazard management plan that: (i) demonstrates proposed roads will comply with Table E1, proposed private accesses will comply with Table E2 and proposed fire trails will comply with Table E3; and  (ii) is certified by the TFS or accredited person.	The Bushfire Hazard Management Plan states that the development is in compliance with E1.6.2 A1 (b).	Complies
<b>E1.6.3 Subdivision - Provision of water supply for fire fighting purposes</b>			
A1	In areas serviced with reticulated water by a Regional Corporation...	Not applicable.	
A2	In areas that are not serviced by reticulated water by the water corporation:  (a) ....; (b) The TFS or an accredited person certifies that a proposed plan of subdivision demonstrates	The Bushfire Hazard Management Plan states that the development is in compliance with E1.6.3 A2 (b) and E1.6.3 A2 (c).	Complies

	<p>that a static water supply, dedicated to fire fighting, will be provided and located compliant with Table E5; or</p> <p>(c) A bushfire hazard management plan certified by the TFS or an accredited person demonstrates that the provision of water supply for fire fighting purposes is sufficient to manage the risks to property and lives in the event of a bushfire.</p>		
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### Road and Railway Assets Code

Scheme Standard	Comment	Assessment
<b>E4.6.1 Use and road or rail infrastructure</b>		
A1	Sensitive use within 50m of a category 1 or 2 road with a speed limit of more than 60km/h, a railway or future road or railway, does not increase the annual average daily traffic movements by more than 10%.	Not applicable.
A2	For roads with a speed limit of 60km/h or less the use must not generate more than 40 movements per day.	The proposed residential use of each lot will not generate more than 40 vehicle movements per day.
A3	For roads with a speed limit of more than 60km/h the use must not increase the annual average daily traffic movements by more than 10%.	Not applicable.

<b>E4.7.2 Management of Road Accesses and Junctions</b>			
A1	For roads with a speed limit of 60km/h or less the development must include one access providing both entry and exit, or two accesses providing separate entry and exit.	Each lot has only 1 (one) access.	Complies
A2	For roads with a speed limit of more than 60km/h the development must not include a new access or junction.	Not applicable.	
<b>E4.7.4 Sight Distance at Accesses, Junctions and Level Crossings</b>			
A1	Sight distances at <ul style="list-style-type: none"> <li>a) an access or junction must comply with the Safe Intersection Sight Distance shown in Table E4.7.4; and</li> <li>b) rail level crossings must comply with AS1742.7; or</li> <li>c) If the access is a temporary access, the written consent of the relevant authority has been obtained.</li> </ul>	Sight distances at the proposed access exceed 100m to the north and south.	Complies

<b>Car Parking and Sustainable Transport Code</b>			
Scheme Standard		Comment	Assessment
<b>6.6.1 Car Parking Numbers</b>			
A1	The number of car parking spaces must not be less than the requirements of: <ul style="list-style-type: none"> <li>a) Table E6.1; or</li> <li>b) a parking precinct plan.</li> </ul>	The development does not compromise the existing parking associated with the dwelling. There is sufficient room for future parking on the	Complies



		proposed Lot 1.	
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<b>Recreation and Open Space Code</b>			
Scheme Standard		Comment	Assessment
<b>E10.6.1 Provision of Public Open Space</b>			
A1	The application includes consent in writing from the General Manager that no land is required for public open space but instead there is to be a cash payment in lieu.	The General Manager has provided consent for a cash payment in lieu of public open space.	Complies

**Performance Criteria**

<b>Low Density Residential Zone</b>
12.4.3.1 General Suitability
<p><b>Objective</b></p> <p><i>The division and consolidation of estates and interests in land is to create lots that are consistent with the purpose of the Low Density Residential Zone.</i></p>
<p><b>Performance Criteria P1</b></p> <p><i>Each new lot on a plan must be suitable for use and development in an arrangement that is consistent with the Zone Purpose, having regard to the combination of:</i></p> <ul style="list-style-type: none"> <li><i>a) slope, shape, orientation and topography of land;</i></li> <li><i>b) any established pattern of use and development;</i></li> <li><i>c) connection to the road network;</i></li> <li><i>d) availability of or likely requirements for utilities;</i></li> <li><i>e) any requirement to protect ecological, scientific, historic, cultural or aesthetic values; and</i></li> <li><i>f) potential exposure to natural hazards.</i></li> </ul>
<p><b>Comment:</b></p> <p>As the Zone Purpose has been directly incorporated into the Performance Criteria, the Zone Purpose becomes a standard that the proposed development must satisfy.</p> <p>The Zone Purpose states:</p>

**12.1.1 Zone Purpose Statements**

12.1.1.1 *To provide for residential use or development on larger lots in residential areas where there are infrastructure or environmental constraints that limit development.*

12.1.1.2 *To provide for non-residential uses that are compatible with residential amenity.*

12.1.1.3 *To ensure that development respects the natural and conservation values of the land and is designed to mitigate any visual impacts of development on public views.*

**12.1.2 Local Area Objectives**

*Westbury*

a) *Westbury will be promoted as a key settlement for low density residential development based on the extent of the historic pattern of lots;*

b) *Greater efficiency in land use in the provision of lower density lots can be gained through the rearrangement or subdivision of older titles located outside of the serviced core of the settlement.*

a) *Future subdivision will be determined on the basis of capacity for on-site servicing, access and any potential for natural hazards.*

**12.1.3 Desired Future Character Statements**

*Westbury*

a) *The low density character of the peripheral areas of the settlement are a distinctive feature of Westbury, reinforced by a strong grid pattern of roads and prominent hedge rows that border existing lots.*

b) *Future development is to maintain a density and pattern that keeps the distinction between the inner serviced core and the peripheral low density zone.*

The purpose of the subdivision is to create 2 residential lots. The proposed lot sizes of 13200m<sup>2</sup> and 6300m<sup>2</sup>. These lots are considered large when compared to other residential zones. Within Westbury, the other zones that provide for residential use are the General Residential and Urban Mixed Use zones. Within the General Residential Zone the Acceptable Solution for area is 700m<sup>2</sup> and for the Urban Mixed Use Zone the Acceptable Solution for area of 800m<sup>2</sup>. As such, the proposed lot sizes maintain a density that is distinctively different from the other zones, and are in keeping with a low density residential character.

The surrounding land use is residential, with dwellings and outbuildings on un-serviced lots. The proposed lots are rectangular in shape, with dimensions that allow for a dwelling to be constructed while meeting all the setback standards. Both lots are capable of accommodating wastewater

and stormwater on-site.

The land is not heritage listed. There are no Local Heritage Precincts, Local Heritage Places or Archeologically Significant Sites in the planning scheme.

The land is not mapped as being at risk of landslip or salinity.

The proposed subdivision layout does not include any new roads. As such, the distinctive grid pattern of roads of Westbury's periphery area is maintained.

The hedges fronting the existing dwelling will be retained. The vegetation fronting Lot 1 is predominately gorse. Some of this vegetation will need to be removed to accommodate a new driveway crossover.

The proposed subdivision is considered consistent with the zone purpose and the lot layout is suitable for future residential development.

#### 12.4.3.2 Lot Area, Building Envelopes and Frontage

##### **Objective**

*To ensure:*

- a) the area and dimensions of lots are appropriate for the zone; and*
- b) the conservation of natural values, vegetation and faunal habitats; and*
- c) the design of subdivision protects adjoining subdivision from adverse impacts; and*
- d) each lot has road, access, and utility services appropriate for the zone.*

##### **Performance Criteria P3**

*Lots that are not provided with reticulated water and sewerage services must be:*

- a) in a locality for which reticulated services are not available or capable of being connected; and*
- b) capable of accommodating an on-site wastewater management system.*

##### **Comment:**

The subject property is located within in area where sewer and water services are not available.

The application included a waste water report by Geoton P/L. This report was prepared for the original lot layout. However the information provided within this report was sufficient to demonstrate that the new proposed lot

layout can accommodate waste water on site. It is noted that the existing system servicing the dwelling on Lot 2 is located to the north of the outbuilding/east of the dwelling. As such there is adequate setback distance from this system to the proposed boundary. Based on the above, an amended On-site Wastewater Report was not considered warranted in this instance.

The proposed subdivision is considered consistent with the objective and each lot is capable of being serviced to a level appropriate to the zone.

***Performance Criteria P4***

*Each lot must be capable of disposal of stormwater to a legal discharge point.*

**Comment:**

As stated above, the subject property is located within in area where water services are not available. As such, it is anticipated that development on each lot would capture stormwater for private use and firefighting purposes.

The lot sizes are considered adequate to accommodate stormwater management on site. There is also an open stormwater drain fronting the lots, along Ritchie Street.

The proposed subdivision is considered consistent with the objective and each lot is capable of stormwater management to a level appropriate to the zone.

**Representations**

Two (2) representations were received (see attached documents). A summary of the representations is as follows:

- historical significance
- potential fire hazard from neighbouring established trees
- potential impacts from drainage and ground water
- new contemporary dwelling in this historic corridor of Ritchie Street will not only be visually unappealing, but also crowded
- land, dwelling and well at 113 Ritchie Street has historic value, dwelling built with convict labour
- surrounding dwellings have historic significance

- Bushfire Hazard Management Plan aerial image does not show neighbouring dwelling and vegetation, potential fire hazard
- question the amount of traffic on Ritchie Street
- proposed subdivision not in keeping with the character of the area

**Comment:**

The subject property is not on the Tasmanian Heritage Register and the planning scheme does not contain any Local Heritage Precincts, Local Heritage Places or Archeologically Significant Sites. In 2006, Council undertook a Heritage Study for the entire municipality. This property was identified in that report as having sufficient heritage significance to warrant listing in a local register. However, these values are not protected by the planning scheme and as such, heritage values cannot be considered.

The application included a Bushfire Hazard Management Plan prepared by a person accredited with TasFire. Only persons accredited by TasFire, under the *Fire Services Act 1979*, can prepare Bushfire Hazard Management Plan. The Bushfire Hazard Management Plan indicates that there is potential for a future dwelling to be constructed on lot 1. The aerial image used in that report has been sourced by TheList and is for interpretation purposes only. The assessment included an on-site inspection and considered vegetation cover and slope.

The Bushfire Hazard Management Report considered vehicle movements on Ritchie Street as part of this assessment. The assessment process for Bushfire Hazard Management Plans is administered by *Fire Services Act 1979* and TasFire. Council does not have the ability to provide comment on this process.

Both proposed lots are large enough to accommodate wastewater and stormwater on site.

In the Low Density Residential Zone, the provisions consider building height, setbacks and sizes of outbuildings. Other design elements cannot be considered. Any future development on these lots will be assessed against the planning scheme. As the application is for subdivision only, this matter cannot be considered as part of this application.

The character of the area has been discussed above. It is considered that the proposed lot sizes maintain a density that is distinctively different from the other zones within Westbury, and are in keeping with a low density residential character.

## **Conclusion**

In conclusion, it is considered that the application for Use and Development for a Subdivision (2 lots) for land located at 113 Ritchie Street, Westbury is acceptable in the Low Density Residential Zone and should be approved.

**AUTHOR:** Leanne Rabjohns  
TOWN PLANNER

## **12) Recommendation**

***It is recommended that the application for Use and Development for Subdivision (2 lots) on land located at 113 Ritchie Street, Westbury CT 125610/1 by Michell Hodgetts Surveyors, requiring the following discretions:***

- 12.4.3.1 General Suitability
- 12.4.3.2 Lot Area, Building Envelopes and Frontage

***be APPROVED, generally in accordance with the endorsed plans:***

- (a) Michell Hodgetts Surveyors – Proposed Subdivision – Drawing Number: 217118 – Revision 3;***
- (b) EnviroPlan Australia – Bushfire Risk Assessment Report & Certificates – dated 16.08.18;***

***and subject to the following conditions:***

- 1. Covenants or similar restrictive controls must not be included on or otherwise imposed on the titles to the lots created by the subdivision, permitted by this permit unless:**
  - a) Such covenants or controls are expressly authorised by the terms of this permit; or**
  - b) Such covenants or similar controls are expressly authorised by the consent in writing of Council.**
  - c) Such covenants or similar controls are submitted for and receive written approval by Council prior to submission of a Plan of Survey and associated title documentation is submitted to Council for sealing.**
  
- 2. The vehicular crossover servicing proposed Lot 1 must be constructed and sealed in accordance with LGAT standard drawing TSD-R03-V1 and TSD-R04-V1 including culvert pipe, to the satisfaction of Council’s Director Infrastructure Services.**

3. **Prior to the sealing of the final plan of survey, the following must be completed to the satisfaction of Council:**
  - a) **The developer must pay Council a Public Open Space contribution of a sum equivalent to 5% of the unimproved value of the approved lots as determined by a registered land valuer procured at the subdivider's expense.**
  - b) **The driveway crossover is to be completed, in accordance with Condition 2.**

**Note:**

1. **Separate consent is required from Council acting at the Road Authority for any works within the road reserve. Prior to the commencement of any works within the road reserve, including the approved driveway crossover, a completed Application for Works in the Road Reservation form (attached) must be completed and returned to Council.**
2. **Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Community and Development Services on 6393 5320 or via email: [mail@mvc.tas.gov.au](mailto:mail@mvc.tas.gov.au).**
3. This permit takes effect after:
  - a) The 14 day appeal period expires; or
  - b) Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined; or.
  - c) Any other required approvals under this or any other Act are granted.
4. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal. A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant. For more information see the Resource Management and Planning Appeal Tribunal website [www.rmpat.tas.gov.au](http://www.rmpat.tas.gov.au).
5. If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.

6. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted if a request is received.
7. In accordance with the legislation, all permits issued by the permit authority are public documents. Members of the public will be able to view this permit (which includes the endorsed documents) on request, at the Council Office.
8. If any Aboriginal relics are uncovered during works;
  - a) All works are to cease within a delineated area sufficient to protect the unearthed and other possible relics from destruction,
  - b) The presence of a relic is to be reported to Aboriginal Heritage Tasmania Phone: (03) 6233 6613 or 1300 135 513 (ask for Aboriginal Heritage Tasmania Fax: (03) 6233 5555 Email: [aboriginal@heritage.tas.gov.au](mailto:aboriginal@heritage.tas.gov.au)); and
  - c) The relevant approval processes will apply with state and federal government agencies.

## **DECISION:**



SEARCH OF TORRENS TITLE

VOLUME 125610	FOLIO 1
EDITION 4	DATE OF ISSUE 12-May-2017

SEARCH DATE : 31-May-2018

SEARCH TIME : 04.19 PM

DESCRIPTION OF LAND

Town of WESTBURY

Lot 1 on Plan 125610

Derivation : Part of Lot 35 Section D.11 Gtd. to J. Irwin

Prior CT 244408/1

SCHEDULE 1

M625623 TRANSFER to JENNIFER KATHERINE JOHNSON BLACKETT  
Registered 12-May-2017 at 12.01 PM

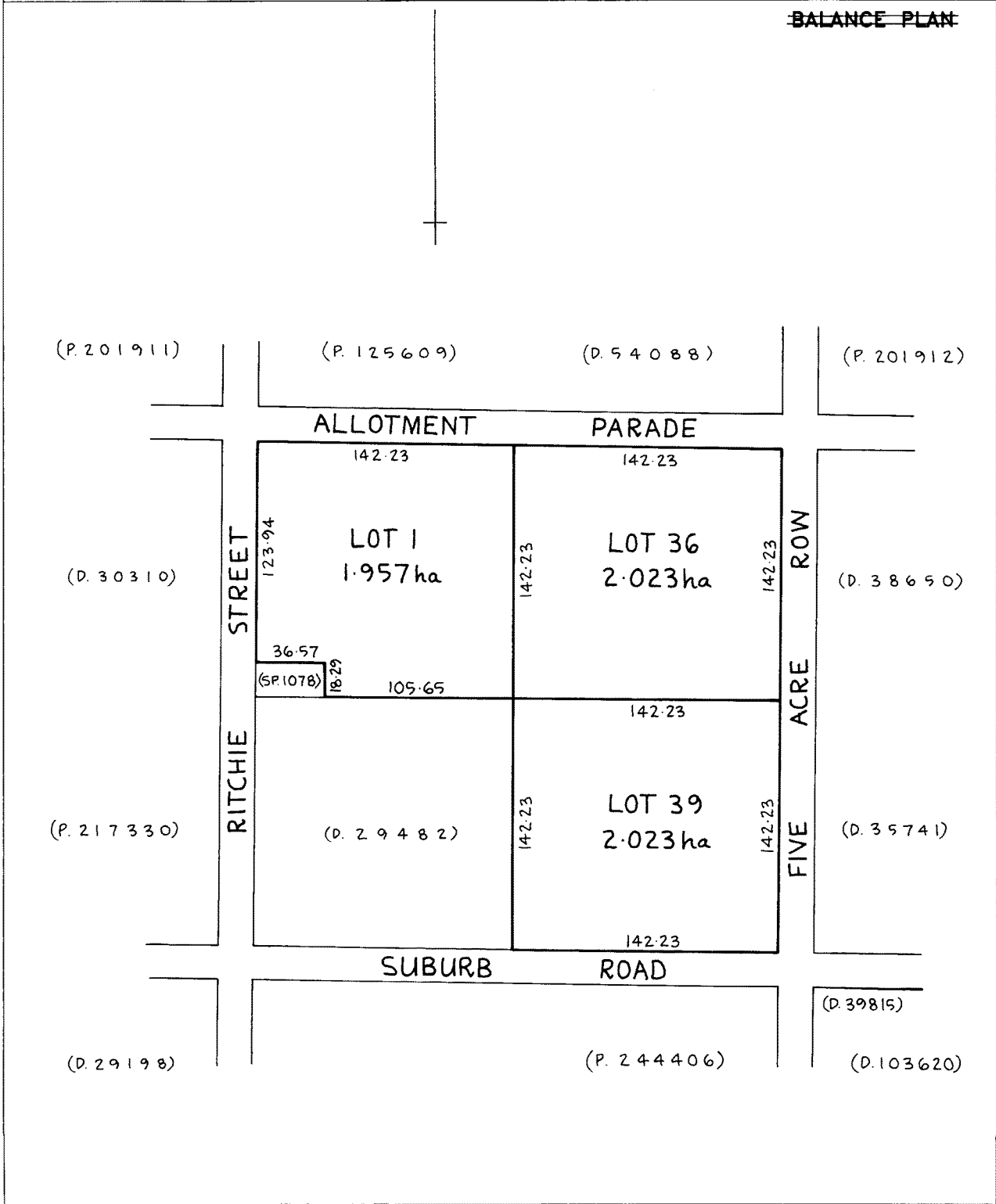
SCHEDULE 2

Reservations and conditions in the Crown Grant if any

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

OWNER		<b>PLAN OF TITLE</b>		REGISTERED NUMBER
FOLIO REFERENCE F/R 244408-1		LOCATION		<b>P 125610</b>
GRANTEE		TOWN OF WESTBURY (SEC. D.11)		
		FIRST SURVEY PLAN No.		APPROVED <b>18 SEP 1996</b>
		COMPILED BY LTO		<i>Michael Sim</i> Recorder of Titles
		SCALE 1: 200		LENGTHS IN METRES
MAPSHEET MUNICIPAL CODE No. 121	LAST UPI No. 6502242, 6502244, 6502245	LAST PLAN No.	ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN	



# APPLICATION FORM



## PLANNING

### Land Use Planning and Approvals Act 1993

- Application form & details **MUST** be completed **IN FULL**.
- Incomplete forms will not be accepted and may delay processing and issue of any Permits.

#### OFFICE USE ONLY

Property No:	<input type="text"/>	Assessment No:	<input type="text"/>	-	<input type="text"/>	-	<input type="text"/>
DA\	<input type="text"/>	PA\	<input type="text"/>				

- Is your application the result of an illegal building work?  Yes  No Indicate by ✓ box
- Is a new vehicle access or crossover required?  Yes  No

#### PROPERTY DETAILS:

Address:	<input type="text" value="113 Ritchie Street"/>	Certificate of Title:	<input type="text" value="125610/1"/>
Suburb:	<input type="text" value="Westbury"/>	Lot No:	<input type="text"/>
Land area:	<input type="text" value="1.96 ha"/>	<i>m<sup>2</sup> / ha</i>	
Present use of land/building:	<input type="text" value="Residential"/>	<i>(vacant, residential, rural, industrial, commercial or forestry)</i>	
Does the application involve Crown Land or Private access via a Crown Access Licence:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Heritage Listed Property:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

#### DETAILS OF USE OR DEVELOPMENT:

Indicate by ✓ box

<input type="checkbox"/> Building work	<input type="checkbox"/> Change of use	<input checked="" type="checkbox"/> Subdivision
<input type="checkbox"/> Forestry	<input type="checkbox"/> Demolition	
<input type="checkbox"/> Other		

Total cost of development (inclusive of GST):  *Includes total cost of building work, landscaping, road works and infrastructure*

Description of work:

Use of building:  *(main use of proposed building – dwelling, garage, farm building, factory, office, shop)*

New floor area:  m<sup>2</sup>      New building height:  m

Materials: External walls:  Colour:

Roof cladding:  Colour:

Index No. <b>14548</b>	
Doc No.	
RCV'D	<b>27 JUL 2018</b> MVC
Action Officer <b>LR</b>	Dept. <b>COS</b>
EO	OD <input checked="" type="checkbox"/>

**PA/18/0239**

22 March 2018

Reference No. GL18052Ab

Ms Jennifer Blackett  
 113 Ritchie Street  
 WESTBURY TAS 7303

Dear Madam

**RE: Preliminary On-site Wastewater Disposal Evaluation  
 113 Ritchie Street, Westbury**

We have pleasure in submitting herein our report detailing the results of a preliminary on-site wastewater disposal evaluation conducted at the above site.

Should you require clarification of any aspect of this report, please contact Brett Street or the undersigned on 03 6326 5001.

For and on behalf of

**Geoton Pty Ltd**



**Tony Barriera**

Director

## 1 INTRODUCTION

At the request of Mr Paul Hodgetts of Michell Hodgetts Surveyors, Geoton Pty Ltd has carried out a limited scope investigation at the site of a proposed 2 lot residential subdivision at 113 Ritchie Street, Longford.

We understand the site contains an existing dwelling, sheds and vacant paddocks. The proposed division of the property will allocate all structures to be contained within Lot 2 with the new proposed Lot 1 being the vacant balance.

The investigation is to determine if the proposed new vacant lot to be subdivided can support an on-site wastewater disposal system for the purposes of subdivision approval (in accordance with AS/NZS 1547:2012 "On-site domestic-wastewater management").

It should be noted that this is a preliminary assessment for subdivision approval and that a site-specific assessment for the proposed new Lot 1 will be required by the developer/owner once the actual location and size of residential development is known.

A preliminary site plan was provided by Michell Hodgetts (Drawing 217118, dated February 2013) showing the lot layout.

## 2 FIELD INVESTIGATION

The field investigation was conducted on 12 February 2018 and involved the drilling of 2 boreholes by 4WD mounted auger rig to the investigated depths of 2.0m. In addition, the permeability of the site was tested using a Constant Head Permeameter.

The logs of the boreholes are included in Appendix A and their locations are shown on Figure 1 attached.

## 3 SITE CONDITIONS

Proposed vacant new Lot 1 is approximately 6000m<sup>2</sup> and is located within the southern end of the site. The site generally comprises of vacant paddocks with a low to medium grass cover and has a gentle fall towards the southeast.

Proposed Lot 2 is currently developed with an existing dwelling, shed and gardens. The existing wastewater disposal area is located to the eastern rear of the existing dwelling.

The MRT Digital Geological Atlas 1:25,000 Series, indicates that the site is located on Tertiary aged sediments with this being generally confirmed by our field investigation.

Examination of the LIST Landslide Planning Map, indicates that the site is not mapped within a known landslide hazard band.

The investigation indicated that the soil profile is relatively uniform across the area assessed at the site. The boreholes generally encountered sandy silt to the depths of 0.3m and 0.5m, underlain by silty clay to the investigated depths of 2.0m.

The boreholes did not reveal any signs of seepage over the investigated depths.

Full details of soil conditions encountered are presented on the borehole logs.

## 4 EFFLUENT DISPOSAL

### 4.1 Permeability of Soil and Soil Classification

The soil has been classified as follows:

- Texture – Heavy clay (Table E1 from AS1547-2012);
- Structure – Massive (Table E4 from AS/NZS1547-2012); and
- Category – 6 (Table E1 from AS/NZS1547:2012).

The permeability ( $K_{sat}$ ) at the site was measured at 0.01m/day. For massive structured Category 6 soils the indicative permeability from AS1547 Table L1 is <0.06m/day. Therefore, the permeability is within the range for massive structured Category 6 soils.

- Adopted Permeability – 0.01m/day.

### 4.2 Disposal and Treatment Method

The soil within the proposed effluent disposal area is assessed as having sufficient depth and clay content to provide an adequate attenuation period for the breakdown of pathogens within the treated effluent.

**As the site contains shallow category 6 soils that have a very low permeability primary treated effluent (eg septic tank and absorption trenches) may not be suitable for disposal without further investigation once the developer/owner knows the actual location and size of the residential development.**

Therefore, provided the setback distances are adhered to, this site assessment indicates that the vacant Lot 1 is suitable for the disposal of secondary treated effluent.

As such, the proposed new vacant lot is suitable for the disposal of domestic effluent by way of the following methods:

- Advanced Enviro-Septic (AES) system;
- Eljen Geotextile Sand Filter; or
- Aerated Wastewater Treatment System (AWTS) and sub-surface irrigation.

### 4.3 Setbacks

The minimum separation distance between the disposal area and downslope features is based on Appendix R from AS/NZS 1547:2012 "Recommended Setback Distances for Land Application Systems". As per Table R1 from AS/NZS 1547:2012 the following setbacks are required for secondary treated effluent:

- 15m from downslope sensitive features such as watercourses;
- 3.0m from downslope property boundaries and buildings;
- 1.5m from property boundaries situated cross slope or up-slope.

## 4.4 Examples of Minimum System Requirements

Based on the above setbacks the disposal area available for Lot 1 to support an on-site wastewater disposal, less the area required for building and building setbacks are:

Lot 1 - 4492m<sup>2</sup>

### 4.4.1 Advanced Enviro-Septic (AES) Systems

Based on the site conditions of the assessed area, about 420m<sup>2</sup> (210m<sup>2</sup> for the pipes and basal area, in addition to 210m<sup>2</sup> as a backup area) would be required for a septic tank and AES system to support a standard 4 bedroom dwelling within the assessed area of the site.

### 4.4.2 Eljen Geotextile Sand Filter System

Based on the site conditions of the assessed area, about 420m<sup>2</sup> (210m<sup>2</sup> for the bio-matt and basal area, in addition to 210m<sup>2</sup> as a backup area) would be required for a septic tank and AES system to support a standard 4 bedroom dwelling within the assessed area of the site.

### 4.4.3 Aerated Wastewater Treatment System (AWTS)

About 1050m<sup>2</sup> (525m<sup>2</sup> for the effluent disposal area and 525m<sup>2</sup> as a backup area) would be required for an AWTS and sub-surface irrigation system to support a standard 4 bedroom dwelling within the assessed area of the site.

## 5 CONCLUSIONS

The results of the investigation indicate that proposed new Lot 1 has sufficient available area suitable for the disposal of domestic effluent by way of secondary treated wastewater via an advanced enviro-septic, Eljen Geotextile or aerated wastewater treatment system, including sufficient reserve area.

In addition, the new Lot 1 may also be suitable for the disposal of primary treated effluent upon further investigation once the location and size of the proposed residential development is known and suitable soil types are encountered.

### References:

AS/NZS 1547- 2012 On-site domestic-wastewater management

### Attachments:

Limitations of report

Figure 1 – Site Plan

Appendix A – Borehole Logs & Explanation Sheets

## Geotechnical Consultants - Limitations of report

These notes have been prepared to assist in the interpretation and understanding of the limitations of this report.

### Project specific criteria

The report has been developed on the basis of unique project specific requirements as understood by Geoton and applies only to the site investigated. Project criteria are typically identified in the Client brief and the associated proposal prepared by Geoton and may include risk factors arising from limitations on scope imposed by the Client. The report should not be used without further consultation if significant changes to the project occur. No responsibility for problems that might occur due to changed factors will be accepted without consultation.

### Subsurface variations with time

Because a report is based on conditions which existed at the time of subsurface exploration, decisions should not be based on a report whose adequacy may have been affected by time. For example, water levels can vary with time, fill may be placed on a site and pollutants may migrate with time. In the event of significant delays in the commencement of a project, further advice should be sought.

### Interpretation of factual data

Site assessment identifies actual subsurface conditions only at those points where samples are taken and at the time they are taken. All available data is interpreted by professionals to provide an opinion about overall site conditions, their likely impact on the proposed development and recommended actions. Actual conditions may differ from those inferred to exist, as it is virtually impossible to provide a definitive subsurface profile which includes all the possible variabilities inherent in soil and rock masses.

### Report Recommendations

The report is based on the assumption that the site conditions as revealed through selective point sampling are indicative of actual conditions throughout an area. This assumption cannot be substantiated until earthworks and/or foundation construction is almost complete and therefore the report recommendations can only be regarded as preliminary. Where variations in conditions are encountered, further advice should be sought.

### Specific purposes

This report should not be applied to any project other than that originally specified at the time the report was issued.

### Interpretation by others

Geoton will not be responsible for interpretations of site data or the report findings by others involved in the design and construction process. Where any confusion exists, clarification should be sought from Geoton.

### Report integrity

The report as a whole presents the findings of the site assessment and the report should not be copied in part or altered in any way.

### Geoenvironmental issues

This report does not cover issues of site contamination unless specifically required to do so by the client. In the absence of such a request, Geoton take no responsibility for such issues.





**NOTES**

- SECONDARY TREATED EFFLUENT TO BE SETBACK AS FOLLOWS:
- 1) 15m FROM DOWNHILL SENSITIVE FEATURES SUCH AS WATER COURSES.
  - 2) 3m FROM DOWNSLOPE PROPERTY BOUNDARIES AND BUILDINGS.
  - 3) 1.5m FROM PROPERTY BOUNDARIES SITUATED CROSS OR UP-SLOPE.

**Legend**

- BH 1 Approximate borehole location
- Area available for the disposal of secondary treated onsite wastewater Approximately 4492m2

Approximate Scale (m)



<b>GEOTON</b> Pty Ltd				client: MS JENNIFER BLACKETT	
				project: 113 RITCHIE STREET WESTBURY	
date	22/03/18	drawn	BS	title: SITE PLAN	
scale	As Shown	approved	TB	project no: GL18052A	figure no. 1
original size	A3	rev			

# Appendix A

## Borehole Logs

**Geotechnical Consultants**

PO Box 522 Prospect TAS 7250

Unit 24, 16-18 Goodman Court, Invermay TAS

Tel (03) 6326 5001

Borehole no. BH1

Sheet no. 1 of 1

Job no. GL18052A

Client :		Ms Jennifer Blackett				Date :		12/02/18		
Project :		Preliminary Onsite Wastewater Site Evaluation				Logged By :		BS		
Location :		113 Ritchie Street, Westbury								
Drill model :		Drilltech		Easting:		Slope: 90°		RL Surface :		
Hole diameter :		150mm		Northing:		Bearing: -		Datum :		
Method	Support	Penetration	Water	Notes Samples Tests	Depth (m)	Graphic log Classification Symbol	Material Description	Moisture condition	Consistency density, index	Structure, additional observations
ADV	N				0.25	ML	SANDY SILT - low plasticity, brown, some fine gravel	D	MD	
					0.50	CH	SILTY CLAY - high plasticity, orange mottled red	D	St	
					0.75					
					1.00	grey mottles	D/M			
					1.25					
					1.50					
1.75										
2.00	BH1 terminated @ 2.0m									
					2.25					

**Geotechnical Consultants**

PO Box 522 Prospect TAS 7250

Unit 24, 16-18 Goodman Court, Invermay TAS

Tel (03) 6326 5001

Borehole no. BH2

Sheet no. 1 of 1

Job no. GL18052A

Client :		Ms Jennifer Blackett					Date :		12/02/18	
Project :		Preliminary Onsite Wastewater Site Evaluation					Logged By :		BS	
Location :		113 Ritchie Street, Westbury								
Drill model :		Drilltech		Easting:		Slope: 90°		RL Surface :		
Hole diameter :		150mm		Northing:		Bearing: -		Datum :		
Method	Support	Penetration	Water	Notes Samples Tests	Depth (m)	Graphic log Classification Symbol	Material Description	Moisture condition	Consistency density, index	Structure, additional observations
ADV	N				0.25	ML	SANDY SILT - low plasticity, brown, some fine gravel	D	MD	
					0.50	CH	SILTY CLAY - high plasticity, orange mottled red	D	St	
					0.75					
					1.00			D/M	VSt	
					1.25					
					1.50		becoming grey mottled red			
1.75										
					2.00		BH2 terminated @ 2.0m			
					2.25					

## Investigation Log Explanation Sheet

### METHOD – BOREHOLE

TERM	Description
AS	Auger Screwing*
AD	Auger Drilling*
RR	Roller / Tricone
W	Washbore
CT	Cable Tool
HA	Hand Auger
DT	Diatube
B	Blank Bit
V	V Bit
T	TC Bit

\* Bit shown by suffix e.g. ADT

### METHOD – EXCAVATION

TERM	Description
N	Natural exposure
X	Existing excavation
H	Backhoe bucket
B	Bulldozer blade
R	Ripper
E	Excavator




### SUPPORT

TERM	Description
M	Mud
N	Nil
C	Casing
S	Shoring

### PENETRATION

1	2	3	4	
				No resistance ranging to Refusal

### WATER

Symbol	Description
	Water inflow
	Water outflow
	17/3/08 water on date shown

### NOTES, SAMPLES, TESTS

TERM	Description
U <sub>50</sub>	Undisturbed sample 50 mm diameter
U <sub>63</sub>	Undisturbed sample 63 mm diameter
D	Disturbed sample
N	Standard Penetration Test (SPT)
N*	SPT – sample recovered
N <sub>c</sub>	SPT with solid cone
V	Vane Shear
PP	Pocket Penetrometer
P	Pressumeter
B <sub>s</sub>	Bulk sample
E	Environmental Sample
R	Refusal
DCP	Dynamic Cone Penetrometer (blows/100mm)
PL	Plastic Limit
LL	Liquid Limit
LS	Linear Shrinkage

### CLASSIFICATION SYMBOLS AND SOIL DESCRIPTION

Based on AS 1726:2017

### MOISTURE

TERM	Description
D	Dry
M	Moist
W	Wet

### CONSISTENCY/DENSITY INDEX

TERM	Description
VS	very soft
S	soft
F	firm
St	stiff
VSt	very stiff
H	hard
Fr	friable
VL	very loose
L	loose
MD	medium dense
D	dense
VD	Very dense

## Soil Description Explanation Sheet (1of 2)

### DEFINITION

In engineering terms, soil includes every type of uncemented or partially cemented inorganic or organic material found in the ground. In practice, if the material can be remoulded or disintegrated by hand in its field condition or in water it is described as a soil. Other materials are described using rock description terms.

### CLASSIFICATION SYMBOL AND SOIL NAME

Soils are described in accordance with the AS 1726: 2017 as shown in the table on Sheet 2.

### PARTICLE SIZE DEFINITIONS

NAME	SUBDIVISION	SIZE (mm)
BOULDERS		>200
COBBLES		63 to 200
GRAVEL	Coarse	19 to 63
	Medium	6.7 to 19
	Fine	2.36 to 6.7
SAND	Coarse	0.6 to 2.36
	Medium	0.21 to 0.6
	Fine	0.075 to 0.21
SILT		0.002 to 0.075
CLAY		<0.002

### MOISTURE CONDITION

#### Coarse Grained Soils

**Dry** Non-cohesive and free running.

**Moist** Soil feels cool, darkened in colour. Soil tends to stick together.

**Wet** As for moist but with free water forming when handling.

#### Fine Grained Soils

**Moist, dry of Plastic Limited – w < PL**

Hard and friable or powdery.

**Moist, near Plastic Limit – w ≈ PL**

Soils can be moulded at a moisture content approximately equal to the plastic limit.

**Moist, wet of Plastic Limit – w > PL**

Soils usually weakened and free water forms on hands when handling.

**Wet, near Liquid Limit - w ≈ LL**

**Wet, wet of Liquid Limit - w > LL**

### CONSISTENCY TERMS FOR COHESIVE SOILS

TERM	UNDRAINED STRENGTH $s_u$ (kPa)	FIELD GUIDE
Very Soft	≤12	Exudes between the fingers when squeezed in hand
Soft	12 to 25	Can be moulded by light finger pressure
Firm	25 to 50	Can be moulded by strong finger pressure
Stiff	50 to 100	Cannot be moulded by fingers
Very Stiff	100 to 200	Can be indented by thumb nail
Hard	>200	Can be indented with difficulty by thumb nail
Friable	-	Can be easily crumbled or broken into small pieces by hand

### RELATIVE DENSITY OF NON-COHESIVE SOILS

TERM	DENSITY INDEX (%)
Very Loose	≤15
Loose	15 to 35
Medium Dense	35 to 65
Dense	65 to 85
Very Dense	> 85

### DESCRIPTIVE TERMS FOR ACCESSORY SOIL COMPONENTS

DESIGNATION OF COMPONENT	IN COARSE GRAINED SOILS		IN FINE GRAINED SOILS	TERM
	% Fines	% Accessory coarse fraction	% Sand/ gravel	
Minor	≤5	≤15	≤15	Trace
	>5, ≤12	>15, ≤30	>15, ≤30	With
Secondary	>12	>30	>30	Prefix

### SOIL STRUCTURE

ZONING		CEMENTING	
Layer	Continuous across the exposure or sample.	Weakly cemented	Easily disaggregated by hand in air or water.
Lens	Discontinuous layer of different material, with lenticular shape.	Moderately cemented	Effort is required to disaggregate the soil by hand in air or water.
Pocket	An irregular inclusion of different material.		

### GEOLOGICAL ORIGIN

#### WEATHERED IN PLACE SOILS

Extremely weathered material	Structure and/or fabric of parent rock material retained and visible.
Residual soil	Structure and/or fabric of parent rock material not retained and visible.

#### TRANSPORTED SOILS

Aeolian soil	Carried and deposited by wind.
Alluvial soil	Deposited by streams and rivers.
Colluvial soil	Soil and rock debris transported downslope by gravity.
Estuarine soil	Deposited in coastal estuaries, and including sediments carried by inflowing rivers and streams, and tidal currents.
Fill	Man-made deposit. Fill may be significantly more variable between tested locations than naturally occurring soils.
Lacustrine soil	Deposited in freshwater lakes.
Marine soil	Deposited in a marine environment.





## Soil Description Explanation Sheet (2 of 2)




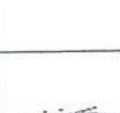
### SOIL CLASSIFICATION INCLUDING IDENTIFICATION AND DESCRIPTION

FIELD IDENTIFICATION PROCEDURES (Excluding particles larger than 63 mm and basing fractions on estimated mass)				GROUP SYMBOL	PRIMARY NAME	
COARSE GRAINED SOIL More than 65% of soil excluding oversize fraction is larger than 0.075 mm	GRAVEL More than half of coarse fraction is larger than 2.36 mm	CLEAN GRAVEL (Little or no fines)	Wide range in grain size and substantial amounts of all intermediate particle sizes	GW	GRAVEL	
			Predominantly one size or a range of sizes with some intermediate sizes missing	GP	GRAVEL	
		GRAVEL WITH FINES (Appreciable amount of fines)	Non-plastic fines (for identification procedures see ML and MH below)	GM	SILTY GRAVEL	
			Plastic fines (for identification procedures see CL, CI and CH below)	GC	CLAYEY GRAVEL	
	SAND More than half of coarse fraction is smaller than 2.36 mm	CLEAN SAND (Little or no fines)	Wide range in grain size and substantial amounts of all intermediate sizes	SW	SAND	
			Predominantly one size or a range of sizes with some intermediate sizes missing	SP	SAND	
		SAND WITH FINES (Appreciable amount of fines)	Non-plastic fines (for identification procedures see ML and MH below)	SM	SILTY SAND	
			Plastic fines (for identification procedures see CL, CI and CH below)	SC	CLAYEY SAND	
FINE GRAINED SOIL More than 35% of soil excluding oversize fraction is smaller than 0.075 mm	IDENTIFICATION PROCEDURES ON FRACTIONS <0.075 mm					
		DRY STRENGTH	DILATANCY	TOUGHNESS		
	SILT & CLAY (low to medium plasticity, LL ≤ 50)	None to Low	Slow to Rapid	Low	ML	SILT
		Medium to High	None to Slow	Medium	CL, CI	CLAY
		Low to Medium	Slow	Low	OL	ORGANIC SILT
	SILT & CLAY (high plasticity, LL > 50)	Low to Medium	None to Slow	Low to Medium	MH	SILT
		High to Very High	None	High	CH	CLAY
		Medium to High	None to Very Slow	Low to Medium	OH	ORGANIC CLAY
	Highly Organic Soil	Readily identified by colour, odour, spongy feel and frequently by fibrous texture.			Pt	PEAT

• LL – Liquid Limit.

### COMMON DEFECTS IN SOILS

TERM	DEFINITION	DIAGRAM
PARTING	A surface or crack across which the soil has little or no tensile strength. Parallel or sub parallel to layering (e.g. bedding). May be open or closed.	
FISSURE	A surface or crack across which the soil has little or no tensile strength, but which is not parallel or sub parallel to layering. May be open or closed. May include desiccation cracks.	
SHEARED SEAM	Zone in clayey soil with roughly parallel near planar, curved or undulating boundaries containing closely spaced, smooth or slickensided, curved intersecting fissures which divide the mass into lenticular or wedge-shaped blocks.	
SHEARED SURFACE	A near planar curved or undulating, smooth, polished or slickensided surface in clayey soil. The polished or slickensided surface indicates that movement (in many cases very little) has occurred along the defect.	

TERM	DEFINITION	DIAGRAM
SOFTENED ZONE	A zone in clayey soil, usually adjacent to a defect in which the soil has a higher moisture content than elsewhere.	
TUBE	Tubular cavity. May occur singly or as one of a large number of separate or inter-connected tubes. Walls often coated with clay or strengthened by denser packing of grains. May contain organic matter.	
TUBE CAST	An infilled tube. The infill may be uncemented or weakly cemented soil or have rock properties.	
INFILLED SEAM	Sheet or wall like body of soil substance or mass with roughly planar to irregular near parallel boundaries which cuts through a soil mass. Formed by infilling of open defects.	

PA18/0239

14548



C&DS 1

Document Set ID: 1103692  
Version: 1, Version Date: 30/07/2018  
Mitchell  
Hodgetts.  
Surveyors.



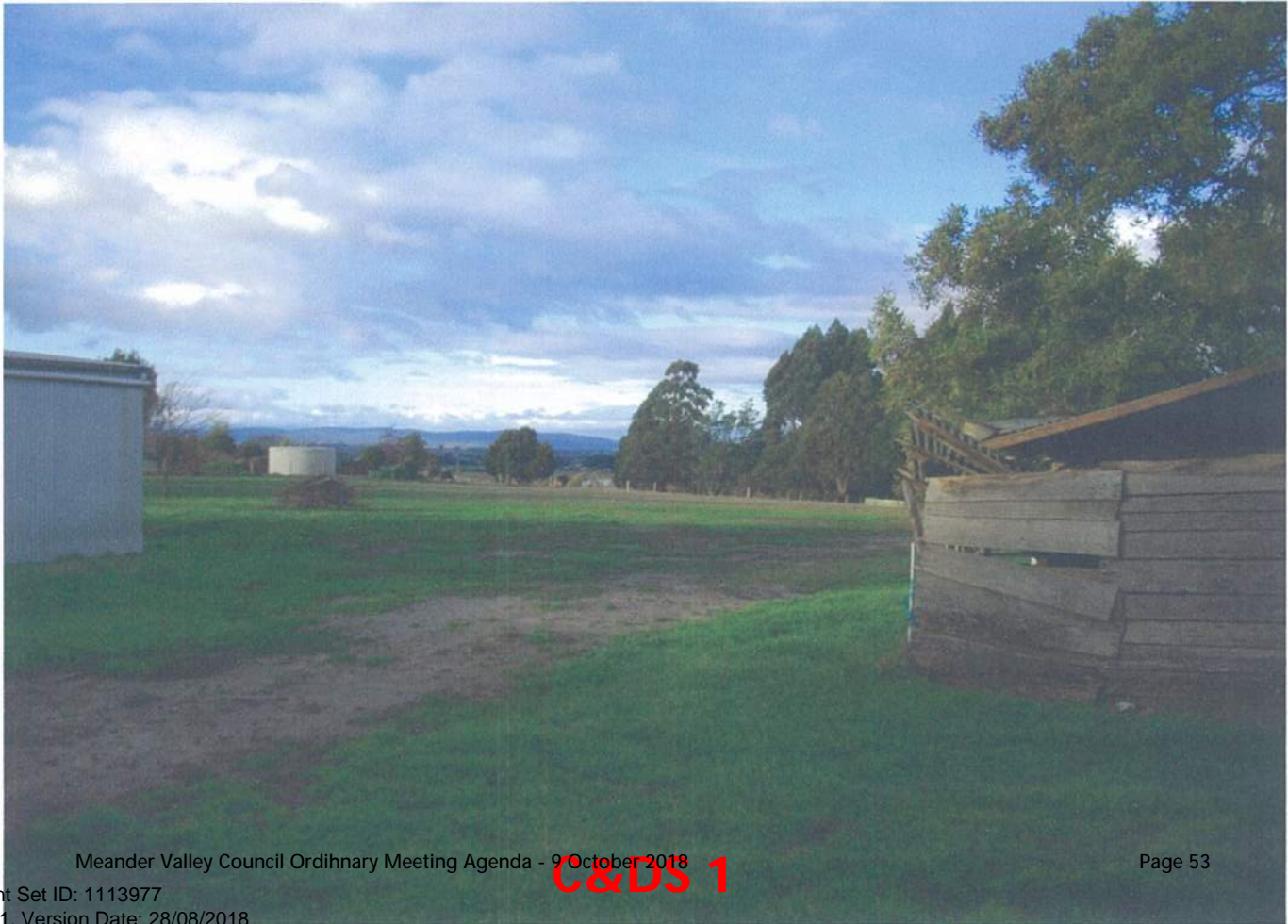


**C&DS 1**

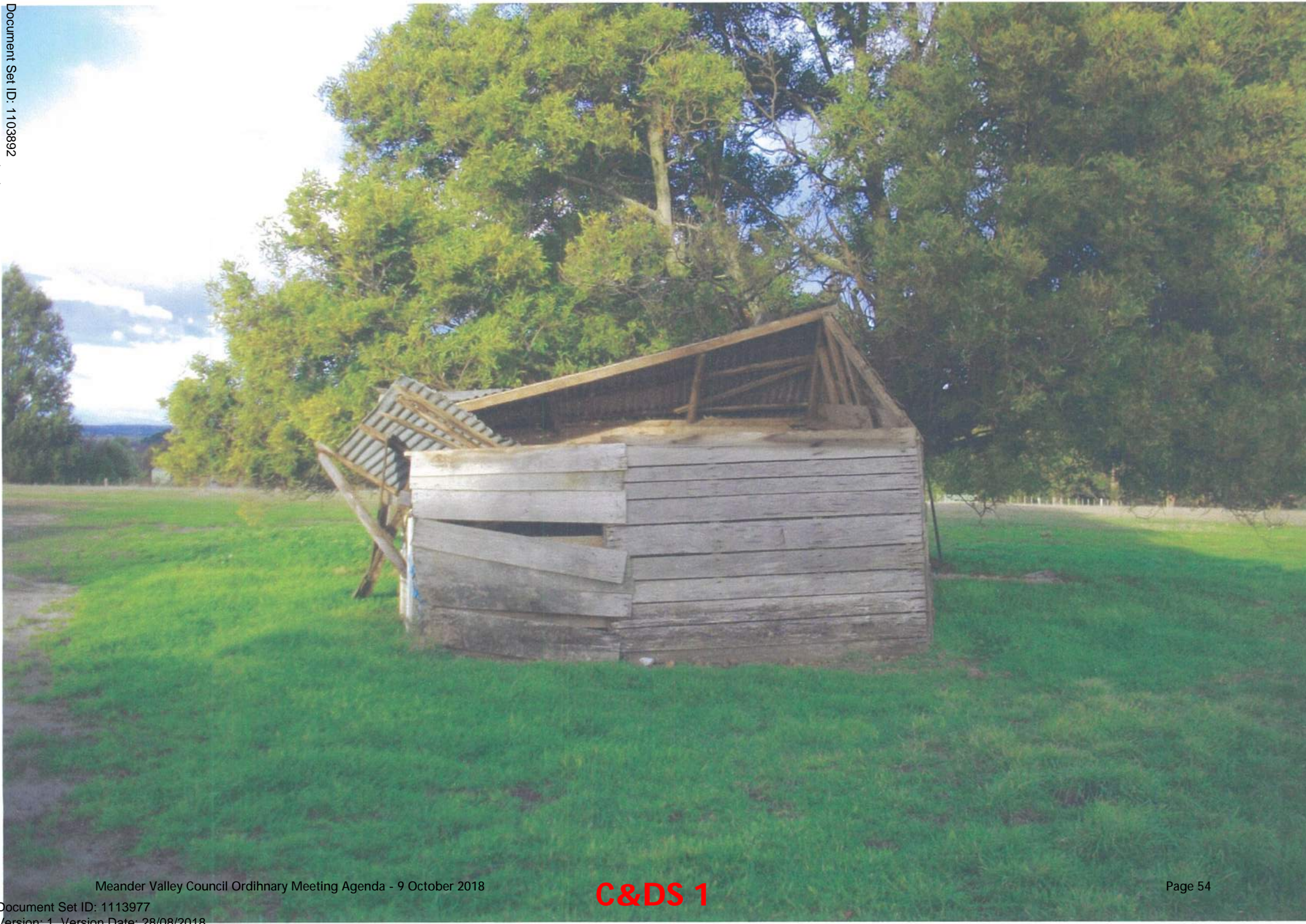








**C&DS 1**



SEPTIC PUMPED OUT LAST APR 2018

SEPTIC TANK AND FRENCH DRAINS INSTALLED 2013/14?

# MICHELL HODGETTS SURVEYORS

A.C.N. 109 596 152

AUTHORISED SURVEYORS

DEVONPORT - WYNYARD - SMITHTON - LAUNCESTON - SCOTTS DALE

P.O. Box 712, Devonport 7310  
AUSDOC DX 70346, Devonport

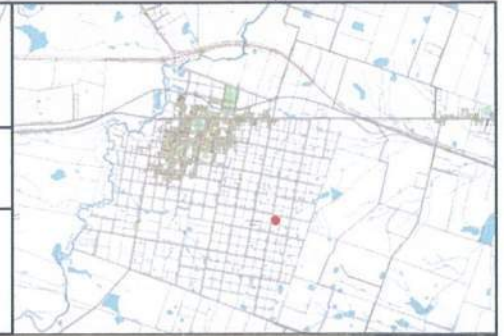
Telephone (03) 6424 5144  
Fax (03) 6423 4090

E.Mail : mhasurv@bigpond.net.au

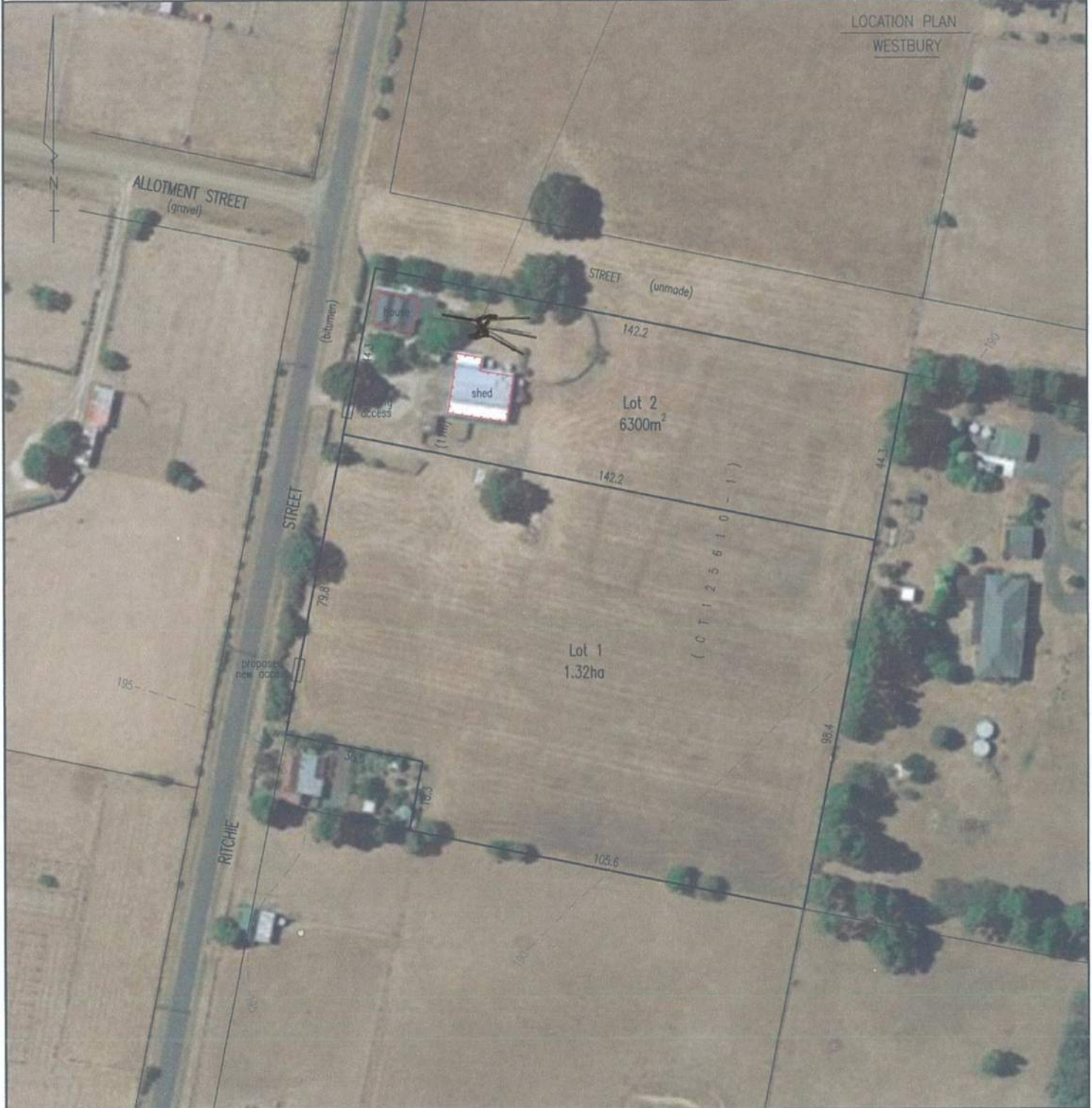
## PROPOSED SUBDIVISION

113 Ritchie Street, Westbury

J.K.J. Blackett



LOCATION PLAN  
WESTBURY



This plan has been prepared only for the purpose of obtaining subdivision approval from the local planning authority & the information shown hereon should be used for no other purpose.

All dimensions & areas subject to final survey.  
All measurements are in metres.



Paul Hodgetts - registered land surveyor

Drawing No.

# 217118

REVISION 3

Drawn : J.A.T | Scale : 1:1000(A3) | Date : 24/07/18



71a Bass Highway, Somerset TAS 7322  
 PO Box 546, Somerset  
 E: admin@enviroplanaustralia.com.au  
 P: 6411 1931

**CLASSIFICATION**

This development has BAL 19 separation distances determined in accordance with Method 1 of Section 2.2 of AS3959.2009 Construction of Buildings in Bushfire-Prone Areas. Separation distances between the building area and the Classified Vegetation are appropriate and in accordance with the requirements of Table 4.4(d)(1b) of the Directors Determination for Building in Bushfire-Prone Areas.

**SPECIFICATIONS ON PAGE Bo.2 TO BE FOLLOWED**

The Specifications featured on page Bo.2 of this Plan form the basis of how to construct, manage and maintain the property in accordance with this Plan.

**CONSTRUCTION**

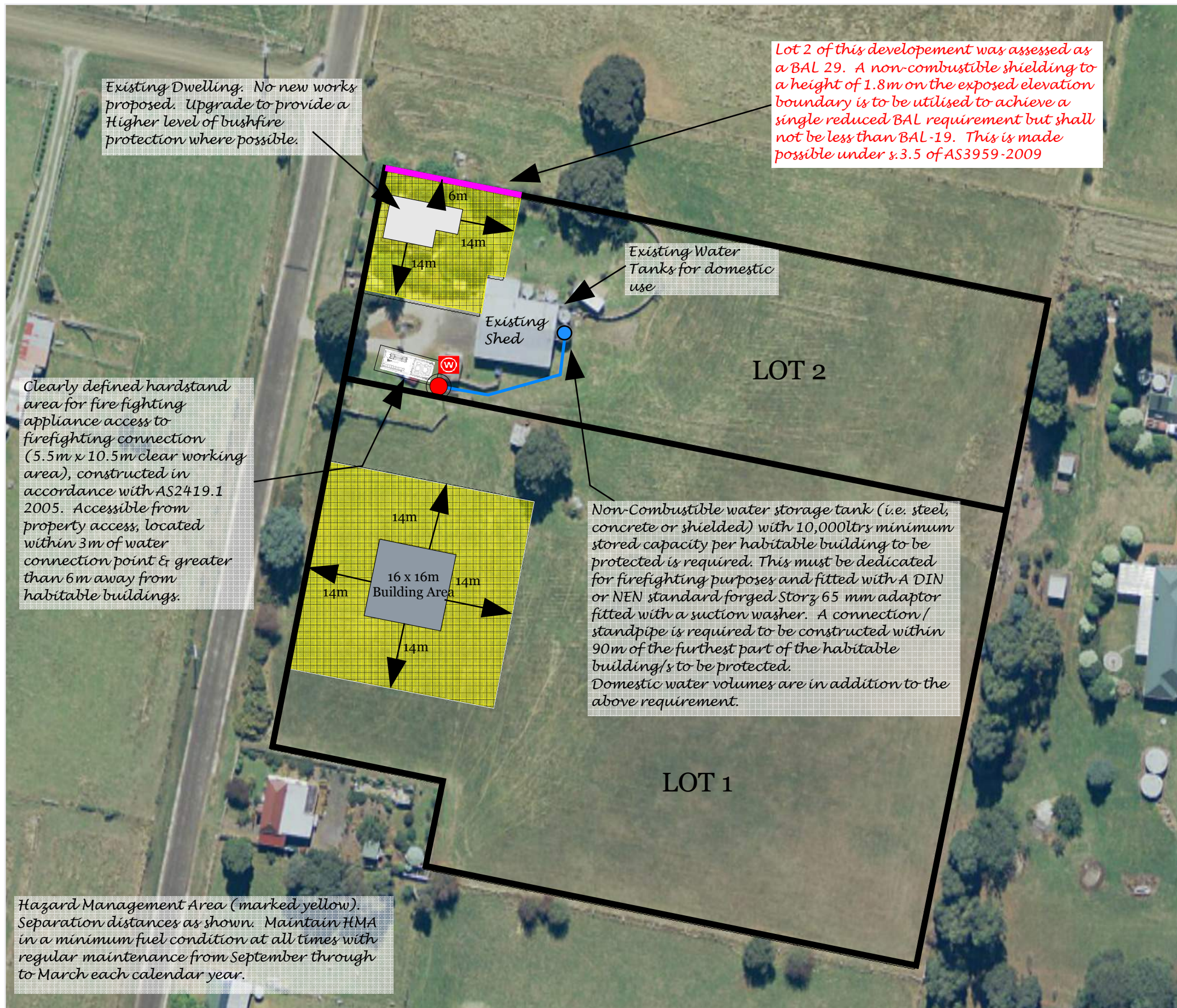
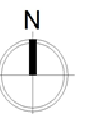
All relevant construction methods required for the proposal being assessed as BAL-19 must be in accordance with a heat flux exposure threshold of >12.5 kW/m<sup>2</sup> and ≤19 kW/m<sup>2</sup> and Construction Section 3 & 6 of AS3959-2009 – Construction of Buildings in Bushfire Prone Areas.

Lot No	Assigned BAL
1	12.5
2	19 Must use a 1.8m high colorbond fence on northern boundary as shown

LEGEND	
	HMA
	Existing Building
	Building Area
	Fire Water Sign
	Hardstand Area
	Bushfire Water Tank
	Remote Off-Take
	100mm Water Main

Certified Plan  
**BAL-As  
 Shown**

*Michael Wells*  
 Michael Wells  
 Scope: 1, 3A, 3B & 3C  
 BFP-128



Existing Dwelling. No new works proposed. Upgrade to provide a higher level of bushfire protection where possible.

Lot 2 of this development was assessed as a BAL 29. A non-combustible shielding to a height of 1.8m on the exposed elevation boundary is to be utilised to achieve a single reduced BAL requirement but shall not be less than BAL-19. This is made possible under s.3.5 of AS3959-2009

Existing Water Tanks for domestic use

Existing Shed

LOT 2

Clearly defined hardstand area for fire fighting appliance access to firefighting connection (5.5m x 10.5m clear working area), constructed in accordance with AS2419.1 2005. Accessible from property access, located within 3m of water connection point & greater than 6m away from habitable buildings.

16 x 16m Building Area

Non-Combustible water storage tank (i.e. steel, concrete or shielded) with 10,000ltrs minimum stored capacity per habitable building to be protected is required. This must be dedicated for firefighting purposes and fitted with A DIN or NEN standard forged Storz 65 mm adaptor fitted with a suction washer. A connection/standpipe is required to be constructed within 90m of the furthest part of the habitable building/s to be protected. Domestic water volumes are in addition to the above requirement.

LOT 1

Hazard Management Area (marked yellow). Separation distances as shown. Maintain HMA in a minimum fuel condition at all times with regular maintenance from September through to March each calendar year.

**GENERAL**  
 This plan is to be read in conjunction with the bushfire risk assessment report. Ensure that all contractors and consultants are provided with a full copy of this plan. All services are to be located on site by contractors prior to commencement of works. Notify the Council Authorities and Bushfire Risk Assessor if any variation in Building Layout or Classified Vegetation occurs.

CLIENT: JKJ Blackett  
 PID: 1846980  
 DRAWN BY: M Wells  
 SCALE @ A3: 1: 900  
 PROJECT: Meander Valley Council Ordinary Meeting Agenda - 9 October 2018  
 113 Ritchie Street, Westbury  
 125610/1  
 Version: 1, Version Date: 28/08/2018

DESIGNERS DESCRIPTION: Michell Hodgetts & Assoc  
 DESIGNERS REFERENCE NUMBER: 217118  
**C&DS 1**

DESCRIPTION  
 Bushfire Hazard Management Plan

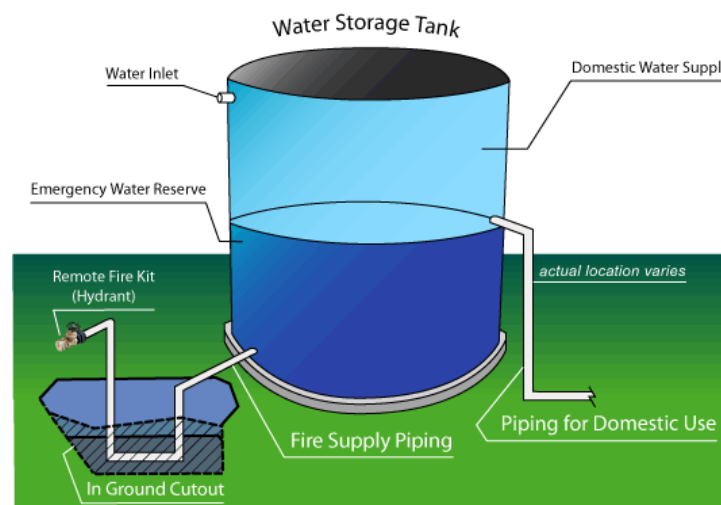
**Bo.1**  
 Page 56



# NON-RETICULATED AREAS SPECIFICATIONS

## GENERAL REQUIREMENTS

1.0	General
1.1	A Hazard Management Area (HMA) must be established around the habitable structure/s to be protected in accordance with the distances specified on B0.1 of this Plan;
1.2	Lawns within the HMA must be well maintained during the fire season from September through to March and kept as "short cropped";
1.3	Paths and driveways must be constructed of non-combustible materials;
1.4	Dams, uncovered water storages, orchards, vegetable gardens, waste water systems and tanks etc. must be located on the fire prone side of the proposed habitable structure;
1.5	Only fire retardant plants of the low flammability type (fire resisting garden plants - TFS) should be planted within the HMA;
1.6	No vegetation must be able to fall onto the proposed structure;
1.7	The owner/s must maintain tree crowns within the HMA to have a horizontal separation of 5 meters from each crown;
1.8	Trees of significant establishment should be retained so as to create a screen to protect from radiant heat transfer and ember protection;
1.9	The HMA must be located within the property boundaries.
1.10	It is the responsibility of the land owner to maintain the landscaping in accordance with the Bushfire Hazard Management Plan.
1.11	All paths and pedestrian areas within 1 meter of any habitable structure on the subject site must be constructed of non-combustible materials (i.e. stone, paving, concrete, pebbles etc);
1.12	Vegetation along pathways should be of a low flammability type and in accordance with the Tasmania Fire Service's brochure - Fire Retardant Garden Plants. Plants that produce a lot of debris should be avoided. Trees and shrubs that retain dead material in branches, or which shed long strips of bark, or rough fibrous bark, or large quantities of leaves should be avoided;
1.13	Vines on walls or tree canopies over roofed areas should be avoided
1.14	Timber, woodchip and flammable mulches cannot be used and brush and timber fencing should be avoided;
1.15	Total shrub cover should be kept to a maximum of 20% of the available area;
1.16	Clear space from any habitable structures of at least 4 times the mature height of any shrubs planted;
1.17	Shrubs must not be planted in cluster forms or clumps;
1.18	Remove ground level fuels and trim the bottom of tree canopies to at least a height of 2m off ground level;
1.19	Minimise ground level fuels wherever possible;



## WATER

2.0	Static Water Supply - Distance to Building Area
2.1	A static water connection point must be located within 90 metres of the building area;
2.2	The distance between the static water connection point and the furthest part of the building area must be measured as a hose lay

3.0	Static Water Supplies
3.1	The water tank supply required by this development may have a remotely located offtake connected to the static water supply;
3.2	The water supply can be used for combined use (fire fighting and other uses) but the specified minimum quantity of fire fighting water must be available at all times;
3.3	The static water supply must be a minimum of 10,000 litres per building area to be protected. This volume of water must not be used for any other purpose including fire fighting sprinkler or spray systems - domestic supply is in addition to this amount;
3.4	The water storage tank must be metal, concrete or lagged by non-combustible materials if above ground;
3.5	If the tank can be located so it is shielded in all directions in compliance with Section 3.5 of AS 3959-2009, the tank may be constructed of any material provided that the lowest 400mm of the tank exterior is protected by Metal, Non-combustible Material; or Fibre-cement a minimum of 6mm thickness.

4.0	Tank Fittings, Pipework and Accessories
All fittings and pipework associated with a water connection point must:	
4.1	Have a minimum nominal internal diameter of 50mm;
4.2	Be fitted with a valve with a minimum nominal internal diameter of 50mm;
4.3	Be metal or lagged by non-combustible materials if above ground;
4.4	Where buried, have a minimum depth of 300mm (compliant with AS/NZS 3500.1 2003 Clause 5.23)
4.5	Provide a DIN or NEN standard forged Storz 65mm coupling fitted with a suction washer for connection to firefighting equipment;
4.6	Ensure the coupling is accessible and available for connection at all times;
4.7	Ensure the coupling is fitted with a blank cap and securing chain (min 220mm length)
4.8	Ensure underground tanks have an opening at the top of not less than 250mm diameter.
4.9	Where remote off-take is installed; ensure the off-take is in a position that is visible and accessible to allow connection by firefighting equipment and is at a working height of 450mm - 600mm above ground level and protected from possible damage including damage by vehicles.

5.0	Signage for Static Connections
The water connection point for a static water supply must be identified by a sign permanently fixed to the exterior of the assembly in a visible location. The sign must comply with:	
5.1	Water tank signage requirements within AS2304 2011 Water Storage Tanks for Fire Protection Systems; or
5.2	Be marked with the letter "W" contained within a circle with the letter in upper case and not less than 100mm in height; and
5.3	Be a fade -resistant material with white reflective lettering and circle on a red background; and
5.4	Be located within 1 meter of the water connection point in a situation which will not impede access or operation; and
5.5	Be not less than 400mm above the ground.

6.0	Hard Stand Areas for Static Water Supplies
A hard stand area for fire appliance must be provided:	
6.1	No more than 3 meters from the water connection point measured as a hose-lay (including the minimum water level in dams, swimming pools and the like); and
6.2	No closer than 6 meters from the building area to be protected; and
6.3	With a minimum width of 3 meters constructed to the same standard as the carriageway; and
6.4	Connected to the property access by a carriageway equivalent to the standard of the property access.

## ACCESS

7.0	Property Access Exceeding 30 meters to Building Area
7.1	The property access must be constructed to an all-weather construction with a load capacity of at least 20 tonnes including any bridges or culverts if applicable;
7.2	The carriageway from the access to the building area must be a minimum of 4 meters wide with a vertical clearance of 4 meters;
7.3	The carriageway must have a minimum horizontal vegetation clearance of 0.5 meters;
7.4	The carriageway must contain a cross-fall of less than 3 degrees (1:20 or 5%) and dips of less than 7 degrees (1:8 or 12.5%) from an entry and exit angle;
7.5	All curves on the carriageway must contain a minimum inner radius of 10 meters;
7.6	The carriageway must have cross falls of less than 3 degrees (1:20 or 5%) and a maximum grade of 15 degrees (1:3.5 or 28%) for sealed roads and / or 10 degrees (1:5.5 or 18%) for unsealed roads;
7.7	All terminations of carriageways must be provided with a turning area for fire appliances by either a turning circle with a minimum radius of 10 meters; a property access encircling the habitable building or a hammerhead 'T' or 'Y' turning head 4 meters wide and 8 meters long

**GENERAL**  
This plan is to be read in conjunction with the bushfire risk assessment report. Ensure that all contractors and consultants are provided with a full copy of this plan. All services are to be located on site by contractors prior to commencement of works. Notify the Council Authorities and Bushfire Risk Assessor if any variation in Building Layout or Classified Vegetation occurs.

CLIENT  
JKJ Blackett

PID:  
1846980

DRAWN BY  
M Wells

SCALE @ A3  
1: 900

DESIGNERS DESCRIPTION:  
Michell Hodgetts & Assoc

PROJECT Meander Valley Council Ordinary Meeting Agenda - 9 October 2018  
113 Ritchie Street, Westbury  
Document Set ID: 1113977

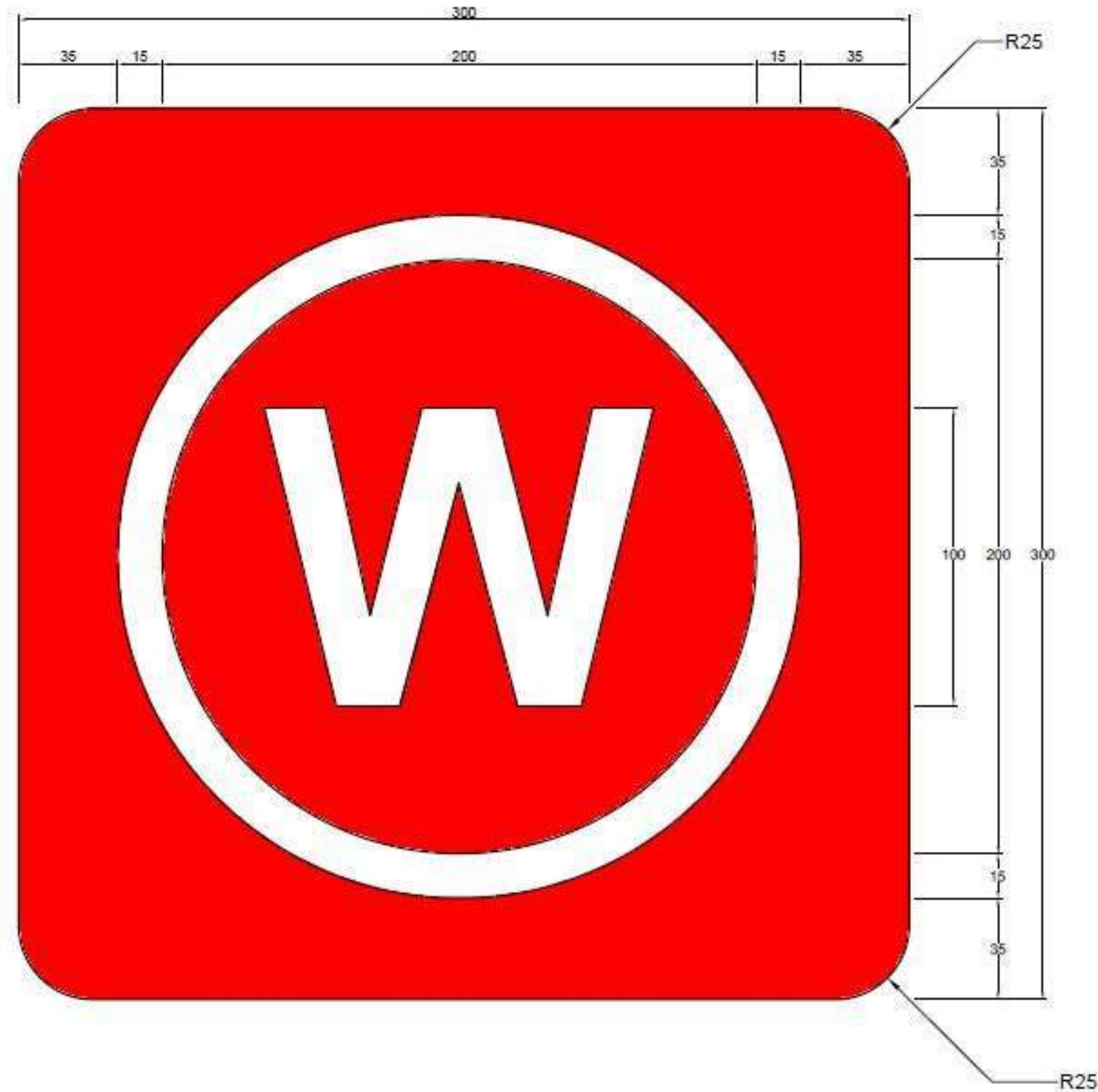
125610/1  
16/08/2018

DESIGNERS REFERENCE NUMBER:  
217118

**C&DS 1**

**DESCRIPTION**  
Bushfire Hazard Management Plan

**B0.2**

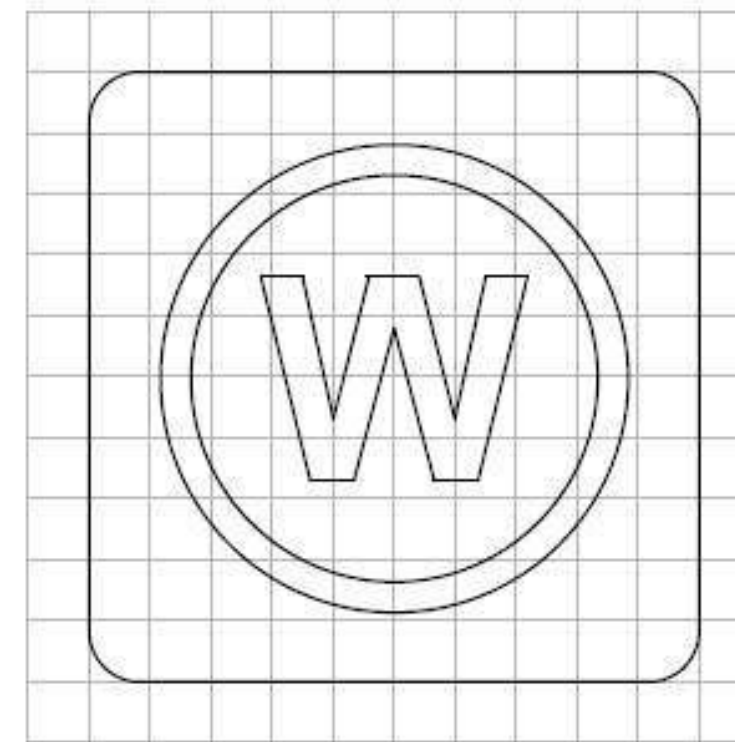


OVERALL SIGN DIMENSIONS (mm): 300 x 300, +/- 5  
 SURFACE AREA OF SIGN (sq m) : 0.0895

LEGEND COLOUR: WHITE (N14) IN ACCORDANCE WITH AS2700,  
 WITH A RETROREFLECTIVE SURFACE FINISH  
 BACKGROUND COLOUR: SIGNAL RED (R13) IN ACCORDANCE WITH AS2700

FOR SIGN FIXING AND LOCATION REQUIREMENTS, REFER TO  
 TASMANIA FIRE SERVICE WATER SUPPLY SIGNAGE GUIDELINES

FOR LEGEND SPECIFICATIONS AND MANUFACTURING DETAIL  
 REFER TO TASMANIA FIRE SERVICE WATER SUPPLY SIGNAGE GUIDELINES



GRID MODULE X = 30mm Y= 30mm



Tasmania Fire Service



# Bushfire Risk

## Assessment Report & Certificates

*for*

**J.K.J. Blackett**

113 Ritchie Street

**Date of Plan**

16.08.18

**EnviroPlan Australia**

**Micheal Wells**

Bushfire Accreditation No: **BFP-128**

ABN: 28 650 042 436

71a Bass Highway, Somerset

PO Box 546 Somerset, TAS 7322

Email: [admin@enviroplanaustralia.com.au](mailto:admin@enviroplanaustralia.com.au)

## Consultant Details



**Mr. Micheal Wells** GradDipUrbRegPlan.BEnvDes

Town Planner, Bushfire Assessor, Building Designer, Fire Engineer (IFE)

Bushfire Accreditation No: **BFP-128**

## Scope of Assessors Accreditation

*Micheal Wells (BFP-128)* is accredited by the Chief Officer of the Tasmania Fire Service under Section 60B of the *Fire Service Act 1979* for the following Scope of Works:

1. *Certify a Bushfire Attack Level Assessment for **Building Work***
- 3A. *Certify Acceptable Solutions for **Buildings or Extensions***
- 3B. *Certify Acceptable Solutions for **Small Subdivisions** (less than 10 Lots or a single stage)*
- 3C. *Certify Acceptable Solutions for **Large Subdivisions** (10 lots or more or in multiple stages)*

## Disclaimer

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Bushfires in Tasmania are an unpredictable natural phenomenon and preparing a Bushfire Hazard Management Plan increases your chances of defending your property and assists in the protection the people whom frequent it. This Fire Hazard Management Plan in no way guarantees immunity from a bushfire in or around your property or the effects thereof.


Any measures implemented based on the advice from *EnviroPlan Australia*, is offered as potential methods of reducing your properties risk of fire damage only and is not to be relied upon as a total solution. It in no way guarantees that any or all buildings on site will survive the effects of a bushfire nor does it guarantee the safety and security of any individuals whom frequent the property.

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Each paragraph of this disclaimer shall be deemed to be separate and severable from each other. If any paragraph is found to be illegal, prohibited or unenforceable, then this shall not invalidate any other paragraphs.

## Document Status

Revision No	Author	Signature	Date
1	M. Wells		21.05.18
2	M. Wells		16.08.18



## BUSHFIRE-PRONE AREAS CODE

### CERTIFICATE<sup>1</sup> UNDER S51(2)(d) *LAND USE PLANNING AND APPROVALS ACT 1993*

#### 1. Land to which certificate applies<sup>2</sup>

*Land that is the Use or Development Site that is relied upon for bushfire hazard management or protection.*

Name of planning scheme or instrument:

Meander Valley Interim Planning Scheme 2013

Street address:

113 Ritchie Street, Westbury, Tasmania 7303

Certificate of Title / PID:

CT: 125610 / 1 , PID: 1846980

*Land that is not the Use or Development Site that is relied upon for bushfire hazard management or protection.*

Street address:

Certificate of Title / PID:

#### 2. Proposed Use or Development

Description of Use or Development:

Proposed Subdivision

Code Clauses:

E1.4 Exempt Development

E1.5.1 Vulnerable Use

E1.5.2 Hazardous Use

E1.6.1 Subdivision

#### 3. Documents relied upon

<sup>1</sup> This document is the approved form of certification for this purpose, and must not be altered from its original form.

<sup>2</sup> If the certificate relates to bushfire management or protection measures that rely on land that is not in the same lot as the site for the use or development described, the details of all of the applicable land must be provided.

**Documents, Plans and/or Specifications**

**Title:** Proposed Subdivision

**Author:** Michell Hodgetts & Associates

**Date:** 2/02/2018 **Version:** 2171181

**Bushfire Hazard Report**

**Title:** 113 Ritchie Street

**Author:** Micheal Wells

**Date:** 16.08.18 **Version:** 1

**Bushfire Hazard Management Plan**

**Title:** Bushfire Hazard Management Plan

**Author:** Micheal Wells

**Date:** 16.08.18 **Version:** 1

**Other Documents**

**Title:**

**Author:**

**Date:** **Version:**

#### 4. Nature of Certificate

<input checked="" type="checkbox"/>	<b>E1.6 – Development standards for subdivision</b>		
	<b>E1.6.1 Subdivision: Provision of hazard management areas</b>		
	<b>Assessment Criteria</b>	<b>Compliance Requirement</b>	<b>Reference to Applicable Document(s)</b>
<input type="checkbox"/>	E1.6.1 P1	Hazard Management Areas are sufficient to achieve tolerable risk	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells
<input type="checkbox"/>	E1.6.1 A1 (a)	Insufficient increase in risk	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells
<input checked="" type="checkbox"/>	E1.6.1 A1 (b)	Provides BAL 19 for all lots	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells
<input type="checkbox"/>	E1.6.1 A1 (c)	Consent for Part 5 Agreement	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells

	<b>E1.6.2 Subdivision: Public and fire fighting access</b>		
	<b>Assessment Criteria</b>	<b>Compliance Requirement</b>	<b>Reference to Applicable Document(s)</b>
<input type="checkbox"/>	E1.6.2 P1	Access is sufficient to mitigate risk	
<input type="checkbox"/>	E1.6.2 A1 (a)	Insufficient increase in risk	
<input checked="" type="checkbox"/>	E1.6.2 A1 (b)	Access complies with Tables E1, E2 & E3	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells

	<b>E1.6.3 Subdivision: Provision of water supply for fire fighting purposes</b>		
	<b>Assessment Criteria</b>	<b>Compliance Requirement</b>	<b>Reference to Applicable Document(s)</b>
<input type="checkbox"/>	E1.6.3 A1 (a)	Insufficient increase in risk	
<input type="checkbox"/>	E1.6.3 A1 (b)	Reticulated water supply complies with Table E4	
<input checked="" type="checkbox"/>	E1.6.3 A1 (c)	Water supply consistent with the objective	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells
<input type="checkbox"/>	E1.6.3 A2 (a)	Insufficient increase in risk	
<input checked="" type="checkbox"/>	E1.6.3 A2 (b)	Static water supply complies with Table E5	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells
<input checked="" type="checkbox"/>	E1.6.3 A2 (c)	Static water supply is consistent with the objective	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells

## 5. Bushfire Hazard Practitioner<sup>3</sup>

<b>Name:</b>	<input type="text" value="Micheal Wells"/>	<b>Phone No:</b>	<input type="text" value="(03) 6411 1931"/>
<b>Address:</b>	<input type="text" value="71a Bass Highway"/>	<b>Fax No:</b>	<input type="text"/>
	<input type="text" value="PO Box 546"/>	<b>Email Address:</b>	<input type="text" value="admin@enviropianaustralia.com.au"/>
	<input type="text" value="Somerset TAS"/>	<input type="text" value="7322"/>	
<b>Accreditation No:</b>	<input type="text" value="BFP – 128"/>	<b>Scope:</b>	<input type="text" value="1, 3A, 3B &amp; 3C"/>

## 6. Certification

I, certify that in accordance with the authority given under Part 4A of the Fire Service Act 1979 –

The use or development described in this certificate is exempt from application of Code E1 – Bushfire-Prone Areas in accordance with Clause E1.4 (a) because there is an insufficient increase in risk to the use or development from bushfire to warrant any specific bushfire protection measure in order to be consistent with the objectives for all the applicable standards identified in Section 4 of this Certificate.

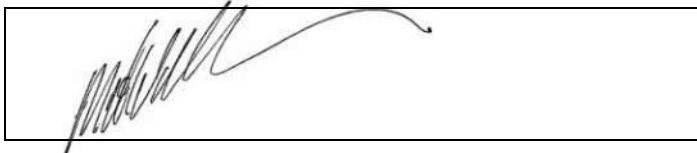
or

There is an insufficient increase in risk from bushfire to warrant the provision of specific measures for bushfire hazard management and/or bushfire protection in order for the use or development described to be consistent with the objective for each of the applicable standards identified in Section 4 of this Certificate.

and/or

The Bushfire Hazard Management Plan/s identified in Section 3 of this certificate is/are in accordance with the Chief Officer's requirements and can deliver an outcome for the use or development described that is consistent with the objective and the relevant compliance test for each of the applicable standards identified in Section 4 of this Certificate.

**Signed:**  
certifier



**Date:**

**Certificate No:**

<sup>3</sup> A Bushfire Hazard Practitioner is a person accredited by the Chief Officer of the Tasmania Fire Service under Part IVA of Fire Service Act 1979. The list of practitioners and scope of work is found at [www.fire.tas.gov.au](http://www.fire.tas.gov.au).





**The Land – Site**

**Title & Description**

*Phone Contact:* 6424 5144  
*Land Owners:* J.K.J. Blackett  
*Owners Agent:* Michell Hodgetts Surveyors  
*Property Location:* 113 Ritchie Street, Westbury Tasmania 7303  
*Property ID:* 1846980  
*Certificate of Title:* CT:  
*Lot Size:* 1.96 ha (19600 m<sup>2</sup>)  
*Council:* Meander Valley Council  
*Class of Building:*  
*Type of Building:*  
*Description of Work:* Proposed Subdivision  
*Referenced Documents:*

<i>Drawn By</i>	<i>Plan No</i>	<i>Revision No</i>	<i>Date</i>
Michell Hodgetts Surveyors	217118	3	2/02/2018

**Aerial Image of Site**



Figure 1 – Location of land 113 Ritchie Street, Westbury  
 The 1.96 ha (19600 m<sup>2</sup>) property fronts onto Ritchie Street and is located on the eastern side of the road.

## Existing Use and Development

The current use of land is residential with a dwelling and associated outbuildings located on the property.

## Site Analysis

### Topography

The land is relatively flat and sits on a plateaued area at the 190 m contour level.

### Access

The existing site access to the subject land is off Ritchie Street via a formed rural roads crossover and does not require further upgrades as part of this development. Lot 1 of the plan requires a new crossover as part of this development.

In order to be compliant – all site accesses must be in accordance with *AS/NZ 2890.1 - Parking Facilities - Off-Street Car Parking* and in particular *Section 3 Access Facilities to Off-Street Parking Areas and Queuing Areas*.

### Road Class Descriptions & Conclusion:

(AADT = Annual Average Daily Traffic Volume)

#### 4A: Main Road (>150 AADT)

- All weather road predominately two lane and unsealed; can be sealed if economically justified;
- Operating speed of 50-80 km/h according to terrain; and
- Minimum carriage width of 7m.

#### 4B: Minor Road (150-50 AADT)

- All weather two lane road formed and gravelled or single lane sealed road with gravel shoulders;
- Operating speed of 30-70 km/h according to terrain; and
- Minimum carriage width of 5.5m

#### 4C: Minor Road (50 – 10 AADT)

- Substantially a single lane two way dry weather formed (natural materials) track/road;
- Operating speed of 20-40 km/h according to terrain; and
- Minimum carriage width of 4m.

The RTA Guidelines (Guide to Traffic Generating Developments) average daily residential dwelling rates for vehicle movements at **9.0** / dwelling with a weekday hourly rate of **0.85** / dwelling.

Currently on Ritchie Street there is a total of 47 lots fronting onto the road which equates to 423 movements per day (when fully inhabited and assuming a single dwelling per lot). The road corridor width is 20 m with a formed construction of 8.5 m (including shoulders) supporting the 4b road construction.

The road is constructed to Municipal Standards for public access and is constructed to accommodate large vehicle volumes for safe vehicular passage. The road can easily accommodate the increase in AADT placed by the proposal and does not pose a detriment to the safe access/egress for occupants, fire or other emergency personnel.

## Water Services

The following best describes to available services to the site and any mitigation measures required by the development:

- Reticulated water services are not located within the vicinity of the site and therefore bulk on-site water storage facilities are required for this proposal in accordance with the Schedule 1 of this Plan.
- Bulk on-site water storage facilities required for firefighting purposes should be suitably sized to ensure 10,000 litres of water is stored as a dedicated firefighting supply and held in reserve. Potable supplies must be in addition to this requirement.

## Surrounding Property Use

- Lands to the north is a road reserve and grasslands;
- East is grassland and residential use;
- South is grassland and residential use; and
- West is grassland and residential use.

## TasVeg Overlay



Figure 2 – TasVEG 3.0 Fire Attributes of land 113 Ritchie Street, Westbury (source: www.theLIST.tas.gov.au)

The ‘TasVEG Fire Attributes’ layer defines the surrounding vegetation as being:

### Vegetation Group

### Fire Sensitivity / Flammability

Agricultural, Urban and Exotic Vegetation      M Flammability, L Sensitivity

The following vegetation table best describes the flora contained within the bushfire exposure:

### Generalised Description

#### Grasslands:

*Dominated by perennial grasses and the presence of broad-leaved herbs on flat topography. Lack of woody plants. Plants include grasses, daisies, legumes, geraniums, saltbushes and Copperburrs.*

#### Managed Land:

*Non-vegetated or reduced vegetation areas such as: actively grazed pastures, maintained urban yards, maintained lawns, crops, orchards, vineyards, commercial*

*nurseries, playing fields, golf course fairways, cleared parks, non-vegetated areas, formed roads and footpaths including cleared verges, waterways, etc.*

## Bushfire Interface Area

The bushfire Interface Model is a state-wide spatial dataset which has been modelled to describe the spatial distribution in Tasmania of Type 1 and Type 2 urban-bushland interface types.

- Type 1 interfaces are those areas where structures adjoin bushland fuels, there is a clear delineation between the built & natural environments, and there are multiple dwellings in close proximity to one another (e.g. a typical suburban neighbourhood backing onto bushland).
- Type 2 interfaces are those areas where structures are scattered within bushland fuels, the built & natural environments are blended, and dwellings are spaced further apart (e.g. a typical rural/rural-residential area with larger blocks, long driveways etc).

The site location is described as being a **Type 2** Bushfire interface area.



Figure 3 – Bushfire Interface Areas of land Ritchie Street, Westbury (source: [www.theLIST.tas.gov.au](http://www.theLIST.tas.gov.au))

Given the proximity of the proposal to the classified vegetation; it is not anticipated that the use or development will likely cause or contribute to the occurrence or intensification of bushfire on the site or on adjacent lands.

## Proposal

The developer, J.K.J. Blackett is seeking to construct a proposed subdivision.

The proposal is a 2 lot subdivision of land.

## Intended Purpose of Plan

The plan is intended to satisfy the provisions of the Code E1 of the Planning Scheme.

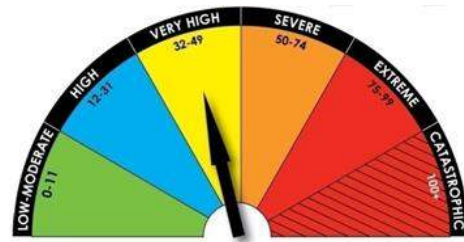
## Purpose for Future Buildings on New Allotments

The purpose of this bushfire assessment report is to identify the Bushfire Attack Level (BAL) in accordance with AS 3959-2009 Construction of Buildings in Bushfire Prone Areas, and Guidelines for Development in Bushfire Prone Areas of Tasmania 2005.

The BAL will enable the appropriate construction method and applicable construction requirements for the proposed building works to be designed in accordance with AS 3959-2009, Part 3.7.4, 3.7.4.1 and 3.7.4.2 of the National Construction Code Amendment 2013, Building Act 2016, including transitional Arrangements Building Regulations 2014 (Part 1A) and National Construction Code 2016 and the Guidelines for Development in Bushfire Prone Areas of Tasmania.

## General Information - Fire Danger Index:

The Fire Danger Index (FDI) is a measure of the probability of a bushfire starting, its rate of spread, intensity and the difficulty of extinguishment according to combinations of temperature, relative humidity, wind speed and available fuels, all of which is influenced by daily rainfall events and the time elapsed between such rainfall events.



The **FDI** in Tasmania is **50**.

## Applicable Standard to which the plan relates

### E1.6.1 Subdivision – Provision of Hazard Management Areas

The proposal provides for sufficient separation from building areas and bushfire-prone vegetation which reduces heat transfer and ember attack and provides protection for all lots contained within the proposal.

<p><b>Objective</b>  <i>Subdivision provides for hazard management areas that:</i></p> <ul style="list-style-type: none"> <li>a) <i>facilitate an integrated approach between subdivision and subsequent building on a lot;</i></li> <li>b) <i>provide for sufficient separation of building areas from bushfire-prone vegetation to reduce the radiant heat levels, direct flame attack and ember attack at the building area; and</i></li> <li>c) <i>provide protection for lots at any stage of a staged subdivision.</i></li> </ul>	
<p><b>Acceptable Solutions</b></p> <p><b>A1</b></p> <ul style="list-style-type: none"> <li>(a) <i>TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant the provision of hazard management areas as part of a subdivision; or</i></li> <li>(b) <i>The proposed plan of subdivision:</i> <ul style="list-style-type: none"> <li>i. <i>shows all lots that are within or partly within a bushfire-prone area, including those developed at each stage of a staged subdivisions;</i></li> <li>ii. <i>shows the building area for each lot;</i></li> <li>iii. <i>shows hazard management areas between bushfire-prone vegetation and each building area that have dimensions equal to, or greater than, the separation distances required for BAL 19 in Table 2.4.4 of Australian Standard AS 3959 – 2009 Construction of Buildings in Bushfire Prone Areas; and</i></li> <li>iv. <i>is accompanied by a bushfire hazard management plan for each individual lot, certified by the TFS or accredited person, showing hazard management areas greater than the separation distances required for BAL 19 in Table 2.4.4 of Australian Standard AS 3959 – 2009 Construction of Buildings in Bushfire Prone Areas; and</i></li> </ul> </li> <li>(c) <i>If hazard management areas are to be located on land external to the proposed subdivision the application is accompanied by the written consent of the owner of that land to enter into an agreement under section 71 of the Act that will be registered on the title of the neighbouring property providing for the affected land to be managed in accordance with the bushfire hazard management plan.</i></li> </ul>	<p><b>Performance Criteria</b></p> <p><b>P1</b></p> <p><i>A proposed plan of subdivision shows adequate hazard management areas in relation to the building areas shown on lots within a bushfire-prone area, having regard to:</i></p> <ul style="list-style-type: none"> <li>(a) <i>the dimensions of hazard management areas;</i></li> <li>(b) <i>a bushfire risk assessment of each lot at any stage of staged subdivision;</i></li> <li>(c) <i>the nature of the bushfire-prone vegetation including the type, fuel load, structure and flammability;</i></li> <li>(d) <i>the topography, including site slope;</i></li> <li>(e) <i>any other potential forms of fuel and ignition sources;</i></li> <li>(f) <i>separation distances from the bushfire-prone vegetation not unreasonably restricting subsequent development</i></li> <li>(g) <i>an instrument that will facilitate management of fuels located on land external to the subdivision; and</i></li> <li>(h) <i>any advice from the TFS.</i></li> </ul>
<p><b>Performance:</b></p>	<p><b>Acceptable Solution Satisfied</b></p>
<p><b>Discussion:</b>  Complies with A1 (b) above.</p>	

## E1.6.2 Subdivision: Public and Fire Fighting Access

<p><b>Objective</b>          Access roads to, and the layout of roads, tracks and trails, in a subdivision:</p> <ul style="list-style-type: none"> <li>(a) allow safe access and egress for residents, firefighters and emergency service personnel;</li> <li>(b) provide access to the bushfire-prone vegetation that enables both property to be defended when under bushfire attack and for hazard management works to be undertaken;</li> <li>(c) are designed and constructed to allow for fire appliances to be manoeuvred;</li> <li>(d) provide access to water supplies for fire appliances; and</li> <li>(e) are designed to allow connectivity, and where needed, offering multiple evacuation points.</li> </ul>	
<p><b>Acceptable Solutions</b></p> <p><b>A1</b></p> <ul style="list-style-type: none"> <li>(a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant specific measures for public access in the subdivision for the purposes of fire fighting; or</li> <li>(b) A proposed plan of subdivision showing the layout of roads, fire trails and the location of property access to building areas is included in a bushfire hazard management plan that:             <ul style="list-style-type: none"> <li>i. Demonstrates proposed roads will comply with Table E1, proposed private accesses will comply with Table E2 and proposed fire trails will comply with Table E3; and</li> <li>ii. Is certified by the TFS or an accredited person.</li> </ul> </li> </ul>	<p><b>Performance Criteria</b></p> <p><b>P1</b></p> <p>A proposed plan of subdivision shows access and egress for residents, fire-fighting vehicles and emergency service personnel to enable protection from bushfires having regard to:</p> <ul style="list-style-type: none"> <li>(a) appropriate design measures, including:             <ul style="list-style-type: none"> <li>i. two way traffic;</li> <li>ii. all weather surfaces;</li> <li>iii. height and width of any vegetation clearances;</li> <li>iv. load capacity;</li> <li>v. provision of passing bays;</li> <li>vi. traffic control devices;</li> <li>vii. geometry, alignment and slope of roads, tracks and trails;</li> <li>viii. use of through roads to provide for connectivity;</li> <li>ix. limits on the length of cul-de-sacs and dead-end roads;</li> <li>x. provision of turning areas;</li> <li>xi. provision for parking areas;</li> <li>xii. perimeter access; and</li> <li>xiii. fire trails;</li> </ul> </li> <li>(b) the provision of access to:             <ul style="list-style-type: none"> <li>i. bushfire-prone vegetation to permit the undertaking of hazard management works; and</li> <li>ii. fire fighting water supplies; and</li> </ul> </li> <li>(c) any advice from the TFS.</li> </ul>
<p><b>Performance:</b> <b>Acceptable Solution Satisfied</b></p>	
<p><b>Discussion:</b>          Complies with A1 (b) above and Table E2.</p>	

**Table E2 – Standards for Property Access**

Element	Requirement
<p><b>A</b>            Property access length is less than 30 metres; or access is not required for a fire appliance to access a water connection point</p>	<p>There are no specified design and construction requirements.</p>
<p><b>B</b>            Property access length is 30 metres or greater; or access for a fire appliance to a water</p>	<p>The following design and construction requirements apply to property access:</p> <ul style="list-style-type: none"> <li>a) All-weather construction;</li> <li>b) Load capacity of at least 20 tonnes, including for bridges and culverts;</li> <li>c) Minimum carriageway width of 4 metres;</li> <li>d) Minimum vertical clearance of 4 metres;</li> <li>e) Minimum horizontal clearance of 0.5 metres from the edge of the carriageway;</li> <li>f) Cross falls of less than 3 degrees (1:20 or 5%);</li> <li>g) Dips less than 7 degrees (1:8 or 12.5%) entry and exit angle;</li> <li>h) Curves with a minimum inner radius of 10 metres;</li> </ul>

connection point.	<ul style="list-style-type: none"> <li>i) Maximum gradient of 15 degrees (1:3.5 or 28%) for sealed roads, and 10 degrees (1:5.5 or 18%) for unsealed roads; and</li> <li>j) Terminate with a turning area for fire appliances provided by one of the following: <ul style="list-style-type: none"> <li>i. A turning circle with a minimum inner radius of 10 metres; or</li> <li>ii. A property access encircling the building; or</li> <li>iii. A hammerhead 'T' or 'Y' turning head 4 metres wide and 8 metres long</li> </ul> </li> </ul>
<b>C</b> Property access length is 200 metres or greater.	<p>The following design and construction requirements apply to property access:</p> <ul style="list-style-type: none"> <li>a) The Requirements for B above; and</li> <li>b) Passing bays of 2 metres additional carriageway width and 20 metres length provided every 200 metres.</li> </ul>
<b>D</b> Property access length is greater than 30 metres, and access is provided to 3 or more properties.	<p>The following design and construction requirements apply to property access:</p> <ul style="list-style-type: none"> <li>a) Complies with Requirements for B above; and</li> <li>b) Passing bays of 2 metres additional carriageway width and 20 metres length must be provided every 100 metres.</li> </ul>

### E1.6.1.3 Subdivision – Provision of Water Supply for Fire Fighting Purposes

<p><b>Objective</b> Adequate, accessible and reliable water supply for the purposes of fire fighting can be demonstrated at the subdivision stage and allow for the protection of life and property associated with the subsequent use and development of bushfire-prone areas</p>	
<b>Acceptable Solutions</b>	<b>Performance Criteria</b>
<p><b>A1</b> In areas serviced with reticulated water by the water corporation:</p> <ul style="list-style-type: none"> <li>(a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant the provision of a water supply for fire fighting purposes;</li> <li>(b) A proposed plan of subdivision showing the layout of fire hydrants, and building areas, is included in a bushfire hazard management plan approved by the TFS or accredited person as being compliant with Table E4; or;</li> <li>or</li> <li>(c) A bushfire hazard management plan certified by the TFS or an accredited person demonstrates that the provision of water supply for fire fighting purposes is sufficient to manage the risks to property and lives in the event of a bushfire.</li> </ul>	<p><b>P1</b> No Performance Criteria</p>
<b>Performance:</b>	<b>Not Applicable</b>
<p><b>Discussion:</b> The proposal is not in a reticulated area and therefore the provision is not applicable.</p>	
<b>Acceptable Solutions</b>	<b>Performance Criteria</b>
<p><b>A2</b> In areas that are not serviced by reticulated water by the water corporation:</p> <ul style="list-style-type: none"> <li>(a) The TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant provision of a water supply for firefighting purposes; or</li> <li>(b) The TFS or an accredited person certifies that a proposed plan of subdivision demonstrates that static water supply,</li> </ul>	<p><b>P2</b> No Performance Criteria</p>



dedicated to fire fighting, will be provided and located compliant with Table E5; or (c) A bushfire hazard management plan certified by the TFS or an accredited person demonstrates that the provision of water supply for firefighting purposes is sufficient to manage the risks to property and lives in the event of a bushfire.	
<b>Performance:</b>	<b>Acceptable Solution Satisfied</b>
<b>Discussion:</b> Complies with A1 (c) above and Table E5	

**Table E5 – Static Water Supply for Fire Fighting**

<b>Element</b>	<b>Requirement</b>
<b>A</b>  <i>Distance between building area to be protected and water supply</i>	<i>The following requirements apply:</i> <ul style="list-style-type: none"> <li>a) <i>The building area to be protected must be located within 90 metres of the water connection point of a static water supply; and</i></li> <li>b) <i>The distance must be measured as a hose lay, between the water connection point and the furthest part of the building area.</i></li> </ul>
<b>B</b>  <i>Static Water Supplies</i>	<i>A static water supply:</i> <ul style="list-style-type: none"> <li>a) <i>May have a remotely located offtake connected to the static water supply;</i></li> <li>b) <i>May be a supply for combined use (fire fighting and other uses) but the specified minimum quantity of fire fighting water must be available at all times;</i></li> <li>c) <i>Must be a minimum of 10,000 litres per building area to be protected. This volume of water must not be used for any other purpose including fire fighting sprinkler or spray systems;</i></li> <li>d) <i>Must be metal, concrete or lagged by non-combustible materials if above ground; and</i></li> <li>e) <i>If a tank can be located so it is shielded in all directions in compliance with Section 3.5 of AS 3959-2009, the tank may be constructed of any material provided that the lowest 400mm of the tank exterior is protected by:</i> <ul style="list-style-type: none"> <li>i. <i>Metal;</i></li> <li>ii. <i>Non-combustible material; or</i></li> <li>iii. <i>Fibre-cement a minimum of 6mm thickness.</i></li> </ul> </li> </ul>
<b>C</b>  <i>Fittings, pipework and accessories (including stands and tank supports)</i>	<i>Fittings and pipework associated with a water connection point for a static water supply must:</i> <ul style="list-style-type: none"> <li>a) <i>Have a minimum nominal internal diameter of 50mm;</i></li> <li>b) <i>Be fitted with a valve with a minimum nominal internal diameter of 50mm;</i></li> <li>c) <i>Be metal or lagged by non-combustible materials if above ground;</i></li> <li>d) <i>Where buried, have a minimum depth of 300mm (compliant with AS/NZS 3500.1-2003 Plumbing and Drainage, Part 1 Water Services Clause 5.23);</i></li> <li>e) <i>Provide a DIN or NEN standard forged Storz 65 mm coupling fitted with a suction washer for connection to fire fighting equipment;</i></li> <li>f) <i>Ensure the coupling is accessible and available for connection at all times;</i></li> <li>g) <i>Ensure the coupling is fitted with a blank cap and securing chain (minimum 220 mm length);</i></li> <li>h) <i>Ensure underground tanks have either an opening at the top of not less than 250 mm diameter or a coupling compliant with this Table; and</i></li> <li>i) <i>Where a remote offtake is installed, ensure the offtake is in a position that is:</i> <ul style="list-style-type: none"> <li>i. <i>Visible;</i></li> <li>ii. <i>Accessible to allow connection by firefighting equipment;</i></li> <li>iii. <i>At a working height of 450 – 600mm above ground level; and</i></li> <li>iv. <i>Protected from possible damage, including damage by vehicles.</i></li> </ul> </li> </ul>
<b>D</b>  <i>Signage for static water connections</i>	<i>The firefighting water point for a static water supply must be identified by a sign permanently fixed to the exterior of the assembly in a visible location. The sign must:</i> <ul style="list-style-type: none"> <li>a) <i>Comply with water tank signage requirements within Australian Standard AS 2304-2011 Water storage tanks for fire protection systems; or</i></li> <li>b) <i>Comply with the Tasmania Fire Service Water Supply Guideline published by the Tasmania Fire Service.</i></li> </ul>
<b>E</b>  <i>Hardstand</i>	<i>A hardstand area for fire appliances must be:</i> <ul style="list-style-type: none"> <li>a) <i>No more than 3 metres from the firefighting water point, measured as a hose lay (including the minimum water level in dams, swimming pools and the like);</i></li> <li>b) <i>No closer than 6 metres from the building area to be protected</i></li> <li>c) <i>With a minimum width of 3 metres constructed to the same standard as the carriageway; and</i></li> <li>d) <i>Connected to the property access by a carriageway equivalent to the standard of the property access.</i></li> </ul>



**EnviroPlan Australia**  
**Micheal Wells**  
Bushfire Accreditation No: **BFP-128**

**Bushfire Attack Level (BAL) Assessment**

Property Address: 113 Ritchie Street, Westbury, Tasmania 7303  
Municipality: Meander Valley  
Date of Assessment: 16.08.18

**Type of Work**

Building Class Adopted: Not Applicable  
Proposal Description: Proposed Subdivision

**Fire Danger Index**

FDI Adopted: **50**

**Vegetation Type**

Classification Adopted: **Grassland (FDI 50 Only)**

# Lot 1 – BAL Assessment

## BAL Determination Sheet

EnviroPlan Australia

Micheal Wells

Bushfire Accreditation No: **BFP-128**

Scope of Accreditation: **1, 3A, 3B & 3C**

Parent Title - PID: **1846980** CT: **125610 / 1**



### Classification for each side of the Site

Vegetation Class	N <input checked="" type="checkbox"/>	S <input checked="" type="checkbox"/>	E <input checked="" type="checkbox"/>	W <input checked="" type="checkbox"/>	Exclusions (where applicable)
Group A - Forest	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group B - Woodland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group C - Shrubland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group D - Scrub	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group E - Mallee/Mulga	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Group F - Rainforest	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group G (FDI 50) - Grassland	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Group H – Managed Land	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Vegetation Proximity

Distance classified vegetation to	Show distance in metres			
	N	S	E	W
	14	14	14	14

**Closest Exposure: 14 metres**

*Note: If there is no classification vegetation within 100m of the site then the BAL is LOW for that part of the site.*

### Land Slope

	N <input checked="" type="checkbox"/>	S <input checked="" type="checkbox"/>	E <input checked="" type="checkbox"/>	W <input checked="" type="checkbox"/>
Slope under the classified vegetation	<b>Upslope</b>			
	Upslope/0° <input checked="" type="checkbox"/>	Upslope/0° <input checked="" type="checkbox"/>	Upslope/0° <input checked="" type="checkbox"/>	Upslope/0° <input checked="" type="checkbox"/>
BAL value for each side of site	<b>Downslope</b>			
	>0 to 5° <input type="checkbox"/>	>0 to 5° <input type="checkbox"/>	>0 to 5° <input type="checkbox"/>	>0 to 5° <input type="checkbox"/>
	>5 to 10° <input type="checkbox"/>	>5 to 10° <input type="checkbox"/>	>5 to 10° <input type="checkbox"/>	>5 to 10° <input type="checkbox"/>
	>10 to 15° <input type="checkbox"/>	>10 to 15° <input type="checkbox"/>	>10 to 15° <input type="checkbox"/>	>10 to 15° <input type="checkbox"/>
	>15 to 20° <input type="checkbox"/>	>15 to 20° <input type="checkbox"/>	>15 to 20° <input type="checkbox"/>	>15 to 20° <input type="checkbox"/>
	<b>BAL - 12.5</b>	<b>BAL - 12.5</b>	<b>BAL - 12.5</b>	<b>BAL - 12.5</b>

### Site BAL Assessment

**BAL classification adopted for site is: BAL - 12.5**

*Note 1: Site BAL is adopted from the highest BAL rating on any single exposure.*

*Note 2: BAL – LOW, BAL – 12.5, BAL – 19, BAL – 29, BAL -40 & BAL – FZ (Flame Zone)*

## Lot 2 – BAL Assessment

### BAL Determination Sheet

EnviroPlan Australia

Micheal Wells

Bushfire Accreditation No: **BFP-128**

Scope of Accreditation: **1, 3A, 3B & 3C**

Parent Title - PID: **1846980** CT: **125610 / 1**



### Classification for each side of the Site

Vegetation Class	N <input checked="" type="checkbox"/>	S <input checked="" type="checkbox"/>	E <input checked="" type="checkbox"/>	W <input checked="" type="checkbox"/>	Exclusions (where applicable)
Group A - Forest	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group B - Woodland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group C - Shrubland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group D - Scrub	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group E - Mallee/Mulga	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Group F - Rainforest	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group G (FDI 50) - Grassland	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Group H – Managed Land	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Vegetation Proximity

Distance classified vegetation to	Show distance in metres			
	N	S	E	W
	6	14	14	4.5

**Closest Exposure: 6 metres**

*Note: If there is no classification vegetation within 100m of the site then the BAL is LOW for that part of the site.*

### Land Slope

	N <input checked="" type="checkbox"/>	S <input checked="" type="checkbox"/>	E <input checked="" type="checkbox"/>	W <input checked="" type="checkbox"/>
Slope under the classified vegetation	<b>Upslope</b>			
	Upslope/0° <input checked="" type="checkbox"/>	Upslope/0° <input checked="" type="checkbox"/>	Upslope/0° <input checked="" type="checkbox"/>	Upslope/0° <input checked="" type="checkbox"/>
BAL value for each side of site	<b>Downslope</b>			
	>0 to 5° <input type="checkbox"/>	>0 to 5° <input type="checkbox"/>	>0 to 5° <input type="checkbox"/>	>0 to 5° <input type="checkbox"/>
	>5 to 10° <input type="checkbox"/>	>5 to 10° <input type="checkbox"/>	>5 to 10° <input type="checkbox"/>	>5 to 10° <input type="checkbox"/>
	>10 to 15° <input type="checkbox"/>	>10 to 15° <input type="checkbox"/>	>10 to 15° <input type="checkbox"/>	>10 to 15° <input type="checkbox"/>
	>15 to 20° <input type="checkbox"/>	>15 to 20° <input type="checkbox"/>	>15 to 20° <input type="checkbox"/>	>15 to 20° <input type="checkbox"/>
	<b>BAL - 29</b>	<b>BAL - 12.5</b>	<b>BAL - 12.5</b>	<b>BAL - 12.5</b>

### Site BAL Assessment

**BAL classification adopted for site is: BAL - 29 (Conditional Variance to BAL19)**

#### Conditional Variance to BAL 19 through a 1.8m high colorbond fence

*Note 1: Site BAL is adopted from the highest BAL rating on any single exposure.*

*Note 2: BAL – LOW, BAL – 12.5, BAL – 19, BAL – 29, BAL -40 & BAL – FZ (Flame Zone)*



## Bushfire Hazard Management Plan

Note: Specifications must be read in conjunction with the Bushfire Hazard Management Plan that accompanies this Bushfire Risk Report



# Bushfire Risk

## Assessment Report & Certificates

*for*

**J.K.J. Blackett**

113 Ritchie Street

**Date of Plan**

16.08.18

**EnviroPlan Australia**

**Micheal Wells**

Bushfire Accreditation No: **BFP-128**

ABN: 28 650 042 436

71a Bass Highway, Somerset

PO Box 546 Somerset, TAS 7322

Email: [admin@enviroplanaustralia.com.au](mailto:admin@enviroplanaustralia.com.au)

## Consultant Details



**Mr. Micheal Wells** GradDipUrbRegPlan.BEnvDes

Town Planner, Bushfire Assessor, Building Designer, Fire Engineer (IFE)

Bushfire Accreditation No: **BFP-128**

## Scope of Assessors Accreditation

*Micheal Wells (BFP-128)* is accredited by the Chief Officer of the Tasmania Fire Service under Section 60B of the *Fire Service Act 1979* for the following Scope of Works:

1. *Certify a Bushfire Attack Level Assessment for **Building Work***
- 3A. *Certify Acceptable Solutions for **Buildings or Extensions***
- 3B. *Certify Acceptable Solutions for **Small Subdivisions** (less than 10 Lots or a single stage)*
- 3C. *Certify Acceptable Solutions for **Large Subdivisions** (10 lots or more or in multiple stages)*

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Bushfires in Tasmania are an unpredictable natural phenomenon and preparing a Bushfire Hazard Management Plan increases your chances of defending your property and assists in the protection the people whom frequent it. This Fire Hazard Management Plan in no way guarantees immunity from a bushfire in or around your property or the effects thereof.

Any measures implemented based on the advice from *EnviroPlan Australia*, is offered as potential methods of reducing your properties risk of fire damage only and is not to be relied upon as a total solution. It in no way guarantees that any or all buildings on site will survive the effects of a bushfire nor does it guarantee the safety and security of any individuals whom frequent the property.

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## Document Status

Revision No	Author	Signature	Date
1	M. Wells		21.05.18
2	M. Wells		16.08.18
3	M. Wells		26.09.18



## BUSHFIRE-PRONE AREAS CODE

### CERTIFICATE<sup>1</sup> UNDER S51(2)(d) *LAND USE PLANNING AND APPROVALS ACT 1993*

#### 1. Land to which certificate applies<sup>2</sup>

*Land that is the Use or Development Site that is relied upon for bushfire hazard management or protection.*

Name of planning scheme or instrument:

Meander Valley Interim Planning Scheme 2013

Street address:

113 Ritchie Street, Westbury, Tasmania 7303

Certificate of Title / PID:

CT: 125610 / 1 , PID: 1846980

*Land that is not the Use or Development Site that is relied upon for bushfire hazard management or protection.*

Street address:

Certificate of Title / PID:

#### 2. Proposed Use or Development

Description of Use or Development:

Proposed Subdivision

Code Clauses:

E1.4 Exempt Development

E1.5.1 Vulnerable Use

E1.5.2 Hazardous Use

E1.6.1 Subdivision

#### 3. Documents relied upon

<sup>1</sup> This document is the approved form of certification for this purpose, and must not be altered from its original form.

<sup>2</sup> If the certificate relates to bushfire management or protection measures that rely on land that is not in the same lot as the site for the use or development described, the details of all of the applicable land must be provided.



**Documents, Plans and/or Specifications**

**Title:**

**Author:**

**Date:**  **Version:**

**Bushfire Hazard Report**

**Title:**

**Author:**

**Date:**  **Version:**

**Bushfire Hazard Management Plan**

**Title:**

**Author:**

**Date:**  **Version:**

**Other Documents**

**Title:**

**Author:**

**Date:**  **Version:**

#### 4. Nature of Certificate

<input checked="" type="checkbox"/>	<b>E1.6 – Development standards for subdivision</b>		
	<b>E1.6.1 Subdivision: Provision of hazard management areas</b>		
	<b>Assessment Criteria</b>	<b>Compliance Requirement</b>	<b>Reference to Applicable Document(s)</b>
<input type="checkbox"/>	E1.6.1 P1	Hazard Management Areas are sufficient to achieve tolerable risk	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells
<input type="checkbox"/>	E1.6.1 A1 (a)	Insufficient increase in risk	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells
<input checked="" type="checkbox"/>	E1.6.1 A1 (b)	Provides BAL 19 for all lots	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells
<input type="checkbox"/>	E1.6.1 A1 (c)	Consent for Part 5 Agreement	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells

	<b>E1.6.2 Subdivision: Public and fire fighting access</b>		
	<b>Assessment Criteria</b>	<b>Compliance Requirement</b>	<b>Reference to Applicable Document(s)</b>
<input type="checkbox"/>	E1.6.2 P1	Access is sufficient to mitigate risk	
<input type="checkbox"/>	E1.6.2 A1 (a)	Insufficient increase in risk	
<input checked="" type="checkbox"/>	E1.6.2 A1 (b)	Access complies with Tables E1, E2 & E3	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells

	<b>E1.6.3 Subdivision: Provision of water supply for fire fighting purposes</b>		
	<b>Assessment Criteria</b>	<b>Compliance Requirement</b>	<b>Reference to Applicable Document(s)</b>
<input type="checkbox"/>	E1.6.3 A1 (a)	Insufficient increase in risk	
<input type="checkbox"/>	E1.6.3 A1 (b)	Reticulated water supply complies with Table E4	
<input type="checkbox"/>	E1.6.3 A1 (c)	Water supply consistent with the objective	
<input type="checkbox"/>	E1.6.3 A2 (a)	Insufficient increase in risk	
<input checked="" type="checkbox"/>	E1.6.3 A2 (b)	Static water supply complies with Table E5	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells
<input checked="" type="checkbox"/>	E1.6.3 A2 (c)	Static water supply is consistent with the objective	Report: Bushfire Hazard Management Report Section: Section 4 - Drawings / Specifications Author: Micheal Wells

## 5. Bushfire Hazard Practitioner<sup>3</sup>

<b>Name:</b>	Micheal Wells	<b>Phone No:</b>	(03) 6411 1931
<b>Address:</b>	71a Bass Highway	<b>Fax No:</b>	
	PO Box 546	<b>Email Address:</b>	admin@enviropianaustralia.com.au
	Somerset TAS		7322
<b>Accreditation No:</b>	BFP – 128	<b>Scope:</b>	1, 3A, 3B & 3C

## 6. Certification

I, certify that in accordance with the authority given under Part 4A of the Fire Service Act 1979 –

The use or development described in this certificate is exempt from application of Code E1 – Bushfire-Prone Areas in accordance with Clause E1.4 (a) because there is an insufficient increase in risk to the use or development from bushfire to warrant any specific bushfire protection measure in order to be consistent with the objectives for all the applicable standards identified in Section 4 of this Certificate.

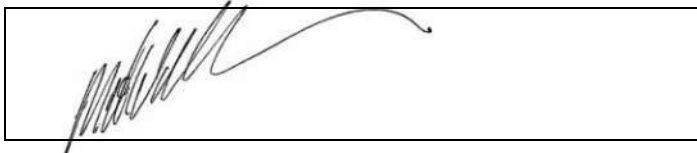
or

There is an insufficient increase in risk from bushfire to warrant the provision of specific measures for bushfire hazard management and/or bushfire protection in order for the use or development described to be consistent with the objective for each of the applicable standards identified in Section 4 of this Certificate.

and/or

The Bushfire Hazard Management Plan/s identified in Section 3 of this certificate is/are in accordance with the Chief Officer's requirements and can deliver an outcome for the use or development described that is consistent with the objective and the relevant compliance test for each of the applicable standards identified in Section 4 of this Certificate.

**Signed:**  
certifier



**Date:**

16.08.18

**Certificate No:**

218040 – 5

<sup>3</sup> A Bushfire Hazard Practitioner is a person accredited by the Chief Officer of the Tasmania Fire Service under Part IVA of Fire Service Act 1979. The list of practitioners and scope of work is found at [www.fire.tas.gov.au](http://www.fire.tas.gov.au).



**The Land – Site**

**Title & Description**

*Phone Contact:* 6424 5144  
*Land Owners:* J.K.J. Blackett  
*Owners Agent:* Michell Hodgetts Surveyors  
*Property Location:* 113 Ritchie Street, Westbury Tasmania 7303  
*Property ID:* 1846980  
*Certificate of Title:* CT:  
*Lot Size:* 1.96 ha (19600 m<sup>2</sup>)  
*Council:* Meander Valley Council  
*Class of Building:*  
*Type of Building:*  
*Description of Work:* Proposed Subdivision  
*Referenced Documents:*

<i>Drawn By</i>	<i>Plan No</i>	<i>Revision No</i>	<i>Date</i>
Michell Hodgetts Surveyors	217118	3	2/02/2018

**Aerial Image of Site**



Figure 1 – Location of land 113 Ritchie Street, Westbury  
 The 1.96 ha (19600 m<sup>2</sup>) property fronts onto Ritchie Street and is located on the eastern side of the road.

## Existing Use and Development

The current use of land is residential with a dwelling and associated outbuildings located on the property.

## Site Analysis

### Topography

The land is relatively flat and sits on a plateaued area at the 190 m contour level.

### Access

The existing site access to the subject land is off Ritchie Street via a formed rural roads crossover and does not require further upgrades as part of this development. Lot 1 of the plan requires a new crossover as part of this development.

In order to be compliant – all site accesses must be in accordance with *AS/NZ 2890.1 - Parking Facilities - Off-Street Car Parking* and in particular *Section 3 Access Facilities to Off-Street Parking Areas and Queuing Areas*.

### Road Class Descriptions & Conclusion:

(AADT = Annual Average Daily Traffic Volume)

#### **4A: Main Road (>150 AADT)**

- All weather road predominately two lane and unsealed; can be sealed if economically justified;
- Operating speed of 50-80 km/h according to terrain; and
- Minimum carriage width of 7m.

#### **4B: Minor Road (150-50 AADT)**

- All weather two lane road formed and gravelled or single lane sealed road with gravel shoulders;
- Operating speed of 30-70 km/h according to terrain; and
- Minimum carriage width of 5.5m

#### **4C: Minor Road (50 – 10 AADT)**

- Substantially a single lane two way dry weather formed (natural materials) track/road;
- Operating speed of 20-40 km/h according to terrain; and
- Minimum carriage width of 4m.

The RTA Guidelines (Guide to Traffic Generating Developments) average daily residential dwelling rates for vehicle movements at **9.0** / dwelling with a weekday hourly rate of **0.85** / dwelling.

Currently on Ritchie Street there is a total of 47 lots fronting onto the road which equates to 423 movements per day (when fully inhabited and assuming a single dwelling per lot). The road corridor width is 20 m with a formed construction of 8.5 m (including shoulders) supporting the 4b road construction.

The road is constructed to Municipal Standards for public access and is constructed to accommodate large vehicle volumes for safe vehicular passage. The road can easily accommodate the increase in AADT placed by the proposal and does not pose a detriment to the safe access/egress for occupants, fire or other emergency personnel.

## Water Services

The following best describes to available services to the site and any mitigation measures required by the development:

- Reticulated water services are not located within the vicinity of the site and therefore bulk on-site water storage facilities are required for this proposal in accordance with the Schedule 1 of this Plan.
- Bulk on-site water storage facilities required for firefighting purposes should be suitably sized to ensure 10,000 litres of water is stored as a dedicated firefighting supply and held in reserve. Potable supplies must be in addition to this requirement.

## Surrounding Property Use

- Lands to the north is a road reserve and grasslands;
- East is grassland and residential use;
- South is grassland and residential use; and
- West is grassland and residential use.

## TasVeg Overlay



Figure 2 – TasVEG 3.0 Fire Attributes of land 113 Ritchie Street, Westbury (source: www.theLIST.tas.gov.au)

The 'TasVEG Fire Attributes' layer defines the surrounding vegetation as being:

### Vegetation Group

### Fire Sensitivity / Flammability

Agricultural, Urban and Exotic Vegetation      M Flammability, L Sensitivity

The following vegetation table best describes the flora contained within the bushfire exposure:

### Generalised Description

#### Grasslands:

*Dominated by perennial grasses and the presence of broad-leaved herbs on flat topography. Lack of woody plants. Plants include grasses, daisies, legumes, geraniums, saltbushes and Copperburrs.*

#### Managed Land:

*Non-vegetated or reduced vegetation areas such as: actively grazed pastures, maintained urban yards, maintained lawns, crops, orchards, vineyards, commercial*

*nurseries, playing fields, golf course fairways, cleared parks, non-vegetated areas, formed roads and footpaths including cleared verges, waterways, etc.*

## Bushfire Interface Area

The bushfire Interface Model is a state-wide spatial dataset which has been modelled to describe the spatial distribution in Tasmania of Type 1 and Type 2 urban-bushland interface types.

- Type 1 interfaces are those areas where structures adjoin bushland fuels, there is a clear delineation between the built & natural environments, and there are multiple dwellings in close proximity to one another (e.g. a typical suburban neighbourhood backing onto bushland).
- Type 2 interfaces are those areas where structures are scattered within bushland fuels, the built & natural environments are blended, and dwellings are spaced further apart (e.g. a typical rural/rural-residential area with larger blocks, long driveways etc).

The site location is described as being a **Type 2** Bushfire interface area.



Figure 3 – Bushfire Interface Areas of land Ritchie Street, Westbury (source: [www.theLIST.tas.gov.au](http://www.theLIST.tas.gov.au))

Given the proximity of the proposal to the classified vegetation; it is not anticipated that the use or development will likely cause or contribute to the occurrence or intensification of bushfire on the site or on adjacent lands.

## Proposal

The developer, J.K.J. Blackett is seeking to construct a proposed subdivision.

The proposal is a 2 lot subdivision of land.

## Intended Purpose of Plan

The plan is intended to satisfy the provisions of the Code E1 of the Planning Scheme.

## Purpose for Future Buildings on New Allotments

The purpose of this bushfire assessment report is to identify the Bushfire Attack Level (BAL) in accordance with AS 3959-2009 Construction of Buildings in Bushfire Prone Areas, and Guidelines for Development in Bushfire Prone Areas of Tasmania 2005.

The BAL will enable the appropriate construction method and applicable construction requirements for the proposed building works to be designed in accordance with AS 3959-2009, Part 3.7.4, 3.7.4.1 and 3.7.4.2 of the National Construction Code Amendment 2013, Building Act 2016, including transitional Arrangements Building Regulations 2014 (Part 1A) and National Construction Code 2016 and the Guidelines for Development in Bushfire Prone Areas of Tasmania.

## General Information - Fire Danger Index:

The Fire Danger Index (FDI) is a measure of the probability of a bushfire starting, its rate of spread, intensity and the difficulty of extinguishment according to combinations of temperature, relative humidity, wind speed and available fuels, all of which is influenced by daily rainfall events and the time elapsed between such rainfall events.



The **FDI** in Tasmania is **50**.



## Applicable Standard to which the plan relates

### E1.6.1 Subdivision – Provision of Hazard Management Areas

The proposal provides for sufficient separation from building areas and bushfire-prone vegetation which reduces heat transfer and ember attack and provides protection for all lots contained within the proposal.

<p><b>Objective</b>  <i>Subdivision provides for hazard management areas that:</i></p> <ul style="list-style-type: none"> <li>a) <i>facilitate an integrated approach between subdivision and subsequent building on a lot;</i></li> <li>b) <i>provide for sufficient separation of building areas from bushfire-prone vegetation to reduce the radiant heat levels, direct flame attack and ember attack at the building area; and</i></li> <li>c) <i>provide protection for lots at any stage of a staged subdivision.</i></li> </ul>	
<p><b>Acceptable Solutions</b></p> <p><b>A1</b></p> <ul style="list-style-type: none"> <li>(a) <i>TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant the provision of hazard management areas as part of a subdivision; or</i></li> <li>(b) <i>The proposed plan of subdivision:</i> <ul style="list-style-type: none"> <li>i. <i>shows all lots that are within or partly within a bushfire-prone area, including those developed at each stage of a staged subdivisions;</i></li> <li>ii. <i>shows the building area for each lot;</i></li> <li>iii. <i>shows hazard management areas between bushfire-prone vegetation and each building area that have dimensions equal to, or greater than, the separation distances required for BAL 19 in Table 2.4.4 of Australian Standard AS 3959 – 2009 Construction of Buildings in Bushfire Prone Areas; and</i></li> <li>iv. <i>is accompanied by a bushfire hazard management plan for each individual lot, certified by the TFS or accredited person, showing hazard management areas greater than the separation distances required for BAL 19 in Table 2.4.4 of Australian Standard AS 3959 – 2009 Construction of Buildings in Bushfire Prone Areas; and</i></li> </ul> </li> <li>(c) <i>If hazard management areas are to be located on land external to the proposed subdivision the application is accompanied by the written consent of the owner of that land to enter into an agreement under section 71 of the Act that will be registered on the title of the neighbouring property providing for the affected land to be managed in accordance with the bushfire hazard management plan.</i></li> </ul>	<p><b>Performance Criteria</b></p> <p><b>P1</b></p> <p><i>A proposed plan of subdivision shows adequate hazard management areas in relation to the building areas shown on lots within a bushfire-prone area, having regard to:</i></p> <ul style="list-style-type: none"> <li>(a) <i>the dimensions of hazard management areas;</i></li> <li>(b) <i>a bushfire risk assessment of each lot at any stage of staged subdivision;</i></li> <li>(c) <i>the nature of the bushfire-prone vegetation including the type, fuel load, structure and flammability;</i></li> <li>(d) <i>the topography, including site slope;</i></li> <li>(e) <i>any other potential forms of fuel and ignition sources;</i></li> <li>(f) <i>separation distances from the bushfire-prone vegetation not unreasonably restricting subsequent development</i></li> <li>(g) <i>an instrument that will facilitate management of fuels located on land external to the subdivision; and</i></li> <li>(h) <i>any advice from the TFS.</i></li> </ul>
<p><b>Performance:</b></p> <p><b>Discussion:</b>  Complies with A1 (b) above.</p>	<p><b>Acceptable Solution Satisfied</b></p>

## E1.6.2 Subdivision: Public and Fire Fighting Access

<p><b>Objective</b> Access roads to, and the layout of roads, tracks and trails, in a subdivision:</p> <ul style="list-style-type: none"> <li>(a) allow safe access and egress for residents, firefighters and emergency service personnel;</li> <li>(b) provide access to the bushfire-prone vegetation that enables both property to be defended when under bushfire attack and for hazard management works to be undertaken;</li> <li>(c) are designed and constructed to allow for fire appliances to be manoeuvred;</li> <li>(d) provide access to water supplies for fire appliances; and</li> <li>(e) are designed to allow connectivity, and where needed, offering multiple evacuation points.</li> </ul>	
<p><b>Acceptable Solutions</b></p> <p><b>A1</b></p> <ul style="list-style-type: none"> <li>(a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant specific measures for public access in the subdivision for the purposes of fire fighting; or</li> <li>(b) A proposed plan of subdivision showing the layout of roads, fire trails and the location of property access to building areas is included in a bushfire hazard management plan that: <ul style="list-style-type: none"> <li>i. Demonstrates proposed roads will comply with Table E1, proposed private accesses will comply with Table E2 and proposed fire trails will comply with Table E3; and</li> <li>ii. Is certified by the TFS or an accredited person.</li> </ul> </li> </ul>	<p><b>Performance Criteria</b></p> <p><b>P1</b></p> <p>A proposed plan of subdivision shows access and egress for residents, fire-fighting vehicles and emergency service personnel to enable protection from bushfires having regard to:</p> <ul style="list-style-type: none"> <li>(a) appropriate design measures, including: <ul style="list-style-type: none"> <li>i. two way traffic;</li> <li>ii. all weather surfaces;</li> <li>iii. height and width of any vegetation clearances;</li> <li>iv. load capacity;</li> <li>v. provision of passing bays;</li> <li>vi. traffic control devices;</li> <li>vii. geometry, alignment and slope of roads, tracks and trails;</li> <li>viii. use of through roads to provide for connectivity;</li> <li>ix. limits on the length of cul-de-sacs and dead-end roads;</li> <li>x. provision of turning areas;</li> <li>xi. provision for parking areas;</li> <li>xii. perimeter access; and</li> <li>xiii. fire trails;</li> </ul> </li> <li>(b) the provision of access to: <ul style="list-style-type: none"> <li>i. bushfire-prone vegetation to permit the undertaking of hazard management works; and</li> <li>ii. fire fighting water supplies; and</li> </ul> </li> <li>(c) any advice from the TFS.</li> </ul>
<p><b>Performance:</b> <b>Acceptable Solution Satisfied</b></p>	
<p><b>Discussion:</b> Complies with A1 (b) above and Table E2.</p>	

**Table E2 – Standards for Property Access**

Element	Requirement
<p><b>A</b> Property access length is less than 30 metres; or access is not required for a fire appliance to access a water connection point</p>	<p>There are no specified design and construction requirements.</p>
<p><b>B</b> Property access length is 30 metres or greater; or access for a fire appliance to a water</p>	<p>The following design and construction requirements apply to property access:</p> <ul style="list-style-type: none"> <li>a) All-weather construction;</li> <li>b) Load capacity of at least 20 tonnes, including for bridges and culverts;</li> <li>c) Minimum carriageway width of 4 metres;</li> <li>d) Minimum vertical clearance of 4 metres;</li> <li>e) Minimum horizontal clearance of 0.5 metres from the edge of the carriageway;</li> <li>f) Cross falls of less than 3 degrees (1:20 or 5%);</li> <li>g) Dips less than 7 degrees (1:8 or 12.5%) entry and exit angle;</li> <li>h) Curves with a minimum inner radius of 10 metres;</li> </ul>

connection point.	<ul style="list-style-type: none"> <li>i) Maximum gradient of 15 degrees (1:3.5 or 28%) for sealed roads, and 10 degrees (1:5.5 or 18%) for unsealed roads; and</li> <li>j) Terminate with a turning area for fire appliances provided by one of the following: <ul style="list-style-type: none"> <li>i. A turning circle with a minimum inner radius of 10 metres; or</li> <li>ii. A property access encircling the building; or</li> <li>iii. A hammerhead 'T' or 'Y' turning head 4 metres wide and 8 metres long</li> </ul> </li> </ul>
<b>C</b> Property access length is 200 metres or greater.	<p>The following design and construction requirements apply to property access:</p> <ul style="list-style-type: none"> <li>a) The Requirements for B above; and</li> <li>b) Passing bays of 2 metres additional carriageway width and 20 metres length provided every 200 metres.</li> </ul>
<b>D</b> Property access length is greater than 30 metres, and access is provided to 3 or more properties.	<p>The following design and construction requirements apply to property access:</p> <ul style="list-style-type: none"> <li>a) Complies with Requirements for B above; and</li> <li>b) Passing bays of 2 metres additional carriageway width and 20 metres length must be provided every 100 metres.</li> </ul>

### E1.6.1.3 Subdivision – Provision of Water Supply for Fire Fighting Purposes

<b>Objective</b>	
Adequate, accessible and reliable water supply for the purposes of fire fighting can be demonstrated at the subdivision stage and allow for the protection of life and property associated with the subsequent use and development of bushfire-prone areas	
<b>Acceptable Solutions</b>	<b>Performance Criteria</b>
<b>A1</b> In areas serviced with reticulated water by the water corporation: <ul style="list-style-type: none"> <li>(a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant the provision of a water supply for fire fighting purposes;</li> <li>(b) A proposed plan of subdivision showing the layout of fire hydrants, and building areas, is included in a bushfire hazard management plan approved by the TFS or accredited person as being compliant with Table E4; or;</li> <li>or</li> <li>(c) A bushfire hazard management plan certified by the TFS or an accredited person demonstrates that the provision of water supply for fire fighting purposes is sufficient to manage the risks to property and lives in the event of a bushfire.</li> </ul>	<b>P1</b> No Performance Criteria
<b>Performance:</b>	<b>Not Applicable</b>
<b>Discussion:</b> The proposal is not in a reticulated area and therefore the provision is not applicable.	
<b>Acceptable Solutions</b>	<b>Performance Criteria</b>
<b>A2</b> In areas that are not serviced by reticulated water by the water corporation: <ul style="list-style-type: none"> <li>(a) The TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant provision of a water supply for firefighting purposes; or</li> <li>(b) The TFS or an accredited person certifies that a proposed plan of subdivision demonstrates that static water supply,</li> </ul>	<b>P2</b> No Performance Criteria

dedicated to fire fighting, will be provided and located compliant with Table E5; or (c) A bushfire hazard management plan certified by the TFS or an accredited person demonstrates that the provision of water supply for firefighting purposes is sufficient to manage the risks to property and lives in the event of a bushfire.	
<b>Performance:</b>	<b>Acceptable Solution Satisfied</b>
<b>Discussion:</b> Complies with A1 (c) above and Table E5	

**Table E5 – Static Water Supply for Fire Fighting**

<b>Element</b>	<b>Requirement</b>
<b>A</b>  <i>Distance between building area to be protected and water supply</i>	<i>The following requirements apply:</i> a) <i>The building area to be protected must be located within 90 metres of the water connection point of a static water supply; and</i> b) <i>The distance must be measured as a hose lay, between the water connection point and the furthest part of the building area.</i>
<b>B</b>  <i>Static Water Supplies</i>	<i>A static water supply:</i> a) <i>May have a remotely located offtake connected to the static water supply;</i> b) <i>May be a supply for combined use (fire fighting and other uses) but the specified minimum quantity of fire fighting water must be available at all times;</i> c) <i>Must be a minimum of 10,000 litres per building area to be protected. This volume of water must not be used for any other purpose including fire fighting sprinkler or spray systems;</i> d) <i>Must be metal, concrete or lagged by non-combustible materials if above ground; and</i> e) <i>If a tank can be located so it is shielded in all directions in compliance with Section 3.5 of AS 3959-2009, the tank may be constructed of any material provided that the lowest 400mm of the tank exterior is protected by:</i> i. <i>Metal;</i> ii. <i>Non-combustible material; or</i> iii. <i>Fibre-cement a minimum of 6mm thickness.</i>
<b>C</b>  <i>Fittings, pipework and accessories (including stands and tank supports)</i>	<i>Fittings and pipework associated with a water connection point for a static water supply must:</i> a) <i>Have a minimum nominal internal diameter of 50mm;</i> b) <i>Be fitted with a valve with a minimum nominal internal diameter of 50mm;</i> c) <i>Be metal or lagged by non-combustible materials if above ground;</i> d) <i>Where buried, have a minimum depth of 300mm (compliant with AS/NZS 3500.1-2003 Plumbing and Drainage, Part 1 Water Services Clause 5.23);</i> e) <i>Provide a DIN or NEN standard forged Storz 65 mm coupling fitted with a suction washer for connection to fire fighting equipment;</i> f) <i>Ensure the coupling is accessible and available for connection at all times;</i> g) <i>Ensure the coupling is fitted with a blank cap and securing chain (minimum 220 mm length);</i> h) <i>Ensure underground tanks have either an opening at the top of not less than 250 mm diameter or a coupling compliant with this Table; and</i> i) <i>Where a remote offtake is installed, ensure the offtake is in a position that is:</i> i. <i>Visible;</i> ii. <i>Accessible to allow connection by firefighting equipment;</i> iii. <i>At a working height of 450 – 600mm above ground level; and</i> iv. <i>Protected from possible damage, including damage by vehicles.</i>
<b>D</b>  <i>Signage for static water connections</i>	<i>The firefighting water point for a static water supply must be identified by a sign permanently fixed to the exterior of the assembly in a visible location. The sign must:</i> a) <i>Comply with water tank signage requirements within Australian Standard AS 2304-2011 Water storage tanks for fire protection systems; or</i> b) <i>Comply with the Tasmania Fire Service Water Supply Guideline published by the Tasmania Fire Service.</i>
<b>E</b>  <i>Hardstand</i>	<i>A hardstand area for fire appliances must be:</i> a) <i>No more than 3 metres from the firefighting water point, measured as a hose lay (including the minimum water level in dams, swimming pools and the like);</i> b) <i>No closer than 6 metres from the building area to be protected</i> c) <i>With a minimum width of 3 metres constructed to the same standard as the carriageway; and</i> d) <i>Connected to the property access by a carriageway equivalent to the standard of the property access.</i>



**EnviroPlan Australia**  
**Micheal Wells**  
Bushfire Accreditation No: **BFP-128**

**Bushfire Attack Level (BAL) Assessment**

Property Address: 113 Ritchie Street, Westbury, Tasmania 7303  
Municipality: Meander Valley  
Date of Assessment: 16.08.18

**Type of Work**

Building Class Adopted: Not Applicable  
Proposal Description: Proposed Subdivision

**Fire Danger Index**

FDI Adopted: **50**

**Vegetation Type**

Classification Adopted: **Grassland (FDI 50 Only)**

# Lot 1 – BAL Assessment

## BAL Determination Sheet

EnviroPlan Australia

Micheal Wells

Bushfire Accreditation No: **BFP-128**

Scope of Accreditation: **1, 3A, 3B & 3C**

Parent Title - PID: **1846980** CT: **125610 / 1**



### Classification for each side of the Site

Vegetation Class	N <input checked="" type="checkbox"/>	S <input checked="" type="checkbox"/>	E <input checked="" type="checkbox"/>	W <input checked="" type="checkbox"/>	Exclusions (where applicable)
Group A - Forest	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group B - Woodland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group C - Shrubland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group D - Scrub	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group E - Mallee/Mulga	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Group F - Rainforest	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group G (FDI 50) - Grassland	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Group H – Managed Land	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Vegetation Proximity

Distance classified vegetation to	Show distance in metres			
	N	S	E	W
	14	14	14	14

**Closest Exposure: 14 metres**

*Note: If there is no classification vegetation within 100m of the site then the BAL is LOW for that part of the site.*

### Land Slope

	N <input checked="" type="checkbox"/>	S <input checked="" type="checkbox"/>	E <input checked="" type="checkbox"/>	W <input checked="" type="checkbox"/>
Slope under the classified vegetation	<b>Upslope</b>			
	Upslope/0° <input checked="" type="checkbox"/>	Upslope/0° <input checked="" type="checkbox"/>	Upslope/0° <input checked="" type="checkbox"/>	Upslope/0° <input checked="" type="checkbox"/>
BAL value for each side of site	<b>Downslope</b>			
	>0 to 5° <input type="checkbox"/>	>0 to 5° <input type="checkbox"/>	>0 to 5° <input type="checkbox"/>	>0 to 5° <input type="checkbox"/>
	>5 to 10° <input type="checkbox"/>	>5 to 10° <input type="checkbox"/>	>5 to 10° <input type="checkbox"/>	>5 to 10° <input type="checkbox"/>
	>10 to 15° <input type="checkbox"/>	>10 to 15° <input type="checkbox"/>	>10 to 15° <input type="checkbox"/>	>10 to 15° <input type="checkbox"/>
	>15 to 20° <input type="checkbox"/>	>15 to 20° <input type="checkbox"/>	>15 to 20° <input type="checkbox"/>	>15 to 20° <input type="checkbox"/>
	<b>BAL - 12.5</b>	<b>BAL - 12.5</b>	<b>BAL - 12.5</b>	<b>BAL - 12.5</b>

### Site BAL Assessment

**BAL classification adopted for site is: BAL - 12.5**

*Note 1: Site BAL is adopted from the highest BAL rating on any single exposure.*

*Note 2: BAL – LOW, BAL – 12.5, BAL – 19, BAL – 29, BAL -40 & BAL – FZ (Flame Zone)*

## Lot 2 – BAL Assessment

### BAL Determination Sheet

EnviroPlan Australia

Micheal Wells

Bushfire Accreditation No: **BFP-128**

Scope of Accreditation: **1, 3A, 3B & 3C**

Parent Title - PID: **1846980** CT: **125610 / 1**



### Classification for each side of the Site

Vegetation Class	N <input checked="" type="checkbox"/>	S <input checked="" type="checkbox"/>	E <input checked="" type="checkbox"/>	W <input checked="" type="checkbox"/>	Exclusions (where applicable)
Group A - Forest	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group B - Woodland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group C - Shrubland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group D - Scrub	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group E - Mallee/Mulga	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Group F - Rainforest	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group G (FDI 50) - Grassland	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Group H – Managed Land	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Vegetation Proximity

Distance classified vegetation to	Show distance in metres			
	N	S	E	W
	6	14	14	4.5

**Closest Exposure: 6 metres**

*Note: If there is no classification vegetation within 100m of the site then the BAL is LOW for that part of the site.*

### Land Slope

	N <input checked="" type="checkbox"/>	S <input checked="" type="checkbox"/>	E <input checked="" type="checkbox"/>	W <input checked="" type="checkbox"/>
Slope under the classified vegetation	<b>Upslope</b>			
	Upslope/0° <input checked="" type="checkbox"/>	Upslope/0° <input checked="" type="checkbox"/>	Upslope/0° <input checked="" type="checkbox"/>	Upslope/0° <input checked="" type="checkbox"/>
BAL value for each side of site	<b>Downslope</b>			
	>0 to 5° <input type="checkbox"/>	>0 to 5° <input type="checkbox"/>	>0 to 5° <input type="checkbox"/>	>0 to 5° <input type="checkbox"/>
	>5 to 10° <input type="checkbox"/>	>5 to 10° <input type="checkbox"/>	>5 to 10° <input type="checkbox"/>	>5 to 10° <input type="checkbox"/>
	>10 to 15° <input type="checkbox"/>	>10 to 15° <input type="checkbox"/>	>10 to 15° <input type="checkbox"/>	>10 to 15° <input type="checkbox"/>
	>15 to 20° <input type="checkbox"/>	>15 to 20° <input type="checkbox"/>	>15 to 20° <input type="checkbox"/>	>15 to 20° <input type="checkbox"/>
	<b>BAL - 29</b>	<b>BAL - 12.5</b>	<b>BAL - 12.5</b>	<b>BAL - 12.5</b>

### Site BAL Assessment

**BAL classification adopted for site is: BAL - 29 (Conditional Variance to BAL19)**

#### Conditional Variance to BAL 19 through a 1.8m high colorbond fence

*Note 1: Site BAL is adopted from the highest BAL rating on any single exposure.*

*Note 2: BAL – LOW, BAL – 12.5, BAL – 19, BAL – 29, BAL -40 & BAL – FZ (Flame Zone)*



## Bushfire Hazard Management Plan

Note: Specifications must be read in conjunction with the Bushfire Hazard Management Plan that accompanies this Bushfire Risk Report



**From:** sharon earl  
**Sent:** 9 Sep 2018 12:00:32 +0000  
**To:** Planning @ Meander Valley Council  
**Subject:** PA\18\0239

To The General Manager, Meander Valley Council

I Write to you regarding the proposed subdivision of property 113 Ritchie St Westbury. I object to this mainly on the grounds that this property is of great significance to our area, in fact an 1850s Military Pensioners Cottage originally granted as a 5 five acre block. One of the only original 5 acre properties left intact. If a property development were to take place here I think this would be terribly out of place considering existing homes either side of the proposed building lot are of such an early era. The other concern to me is obviously the potential fire hazard due to neighboring properties containing well established trees.

I would hope the impact of the drainage and ground water has also been considered in regards to neighboring properties given the fall of this block, especially at the back which belongs to 164 Five Acre Row.

Do we really need move car movements along Ritchie Street with over 400 per day according to the reports?

Regards Sharon Earl

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**From:** Karen Murray  
**Sent:** 9 Sep 2018 22:22:25 +1000  
**To:** Planning @ Meander Valley Council  
**Subject:** Planning Application PA\18\0239

Dear General Manager, Meander Valley Council,

I, Beryl Murray of 96 Suburb Road, Westbury, Tasmania 7303 object to the subdivision of land situated at 113 Ritchie Street, Westbury, Tasmania 7303 for the prospect of building purposes.

As a permanent and long term resident of Westbury and an original owner of land in the area, I believe this corridor of Ritchie Street between Allotment Parade and Suburb Road does not warrant a new contemporary dwelling. By allowing a new contemporary dwelling in this historic corridor of Ritchie Street will not only be visually unappealing but also crowded.

Take a look at the dwellings situated in the area between Allotment Parade and Dexter Street - I have counted at least 10, with the potential for more. This is overcrowding and visually unappealing.

This area is zoned low density residential. To me, this means land comprised mainly of low density housing where the planning objective is to protect the locality's single dwelling character and landscape. These types of dwellings are often associated with rural residential areas where the housing density is very low.

The land and dwelling situated at 113 Ritchie Street is rich in history. There are two habitable historic dwellings situated here along Ritchie Street with an unused historic dwelling.

The dwelling and land at 113 Ritchie Street was built on Military Pensioners Allotment no.35. This early Victorian dwelling built with convict labour dates back more than 100 years. The original front section was built in the mid 1800s for imperial military pensioners. The back section was completed in 1900. Along with the original 5 acre land grant there is also a convict dug and built water well and a walnut tree both of which are still a place and thriving some 100+ years later.

Alongside 113 Ritchie Street to the south at 129 Ritchie Street is the late Jack Mahers dwelling also built on Military Pensioners Allotment no.35. Then south of above said dwelling at 139 Ritchie Street is the late Andrew Tynans cottage built on Military Pensioners Allotment no.38 in 1850.

What an impressive section of history in a short corridor. How demoralising and visually unappealing would another dwelling be, contemporary or not, jammed in there. This would not be in keeping with the character or ambience of the area.

I do have a concern with the Bushfire Risk Assessment Report and Certificates. I would like to point out the Aerial Image of Site (page 7) Figure 1 - clearly shows a vacant block to the north - not a two storey dwelling under construction or the three rows of gumtrees planted roadside along Ritchie Street or the two rows of gumtrees planted to the northern

most boundary of that block. Also what about the plantation of gumtrees to the east of the block to be subdivided at 113 Ritchie Street at 164 Five Acre Row or the number of gumtrees planted at 40 Suburb Road. These four blocks all apex in the corner. Is it not better than have vacant land between dwellings rather than dwellings stacked upon each other?

An increase in dwellings in a particular area should be enough for authorities to think, yes the more inhabitants the more risk for potential loss of life in the event of a fire.

Also in that report (page 8) states that there is currently 47 lots fronting onto Ritchie Street which equates to 423 movements per day (when fully inhabited and assuming a single dwelling per lot). All these movements don't suddenly appear in Ritchie Street, they use Five Acre Row to get to Ritchie Street.

I believe that all the councillors and town planners need to look at an area in person that has a planning application in place and visualise just how a dwelling could change the character of an area.

Currently as 113 Ritchie Street stands, this property has a useful 5 acres, what can you do on 2 1/2 acres - not a lot.

I believe this proposed subdivision is not in keeping with the character of the area.

Signed: Beryl Murray,  
96 Suburb Road,  
Westbury. Tasmania 7303  
Contact number: 0488 037 387

This email sent by Karen Murray (Daughter)  
24 Five Acre Row,  
Westbury. Tasmania 7303  
Contact number: 0419 574 536

# **C&DS 2 LAND OFF RITCHIE STREET, WESTBURY - SUBDIVISION (4 LOTS)**

## **1) Introduction**

This report considers application PA\18\0253 for Subdivision (4 lots) on land located off Ritchie Street, Westbury (CT: 249076/158).

## **2) Background**

### **Applicant**

PDA Surveyors

### **Planning Controls**

The subject land is controlled by the *Meander Valley Interim Planning Scheme 2013* (referred to in this report as the 'Scheme').

### **Use & Development**

This application proposes to subdivide an existing title of 20,300m<sup>2</sup> into four (4) titles suitable for a residential use. All of the proposed lots are greater than 5,000m<sup>2</sup> in area and will be vacant (see Table 1).

<b>Lot</b>	<b>Area (m<sup>2</sup>)</b>	<b>Frontage (m)</b>
Lot 1	5033	6
Lot 2	5091	65.2
Lot 3	5033	65.2
Lot 4	5091	6

Table 1: subdivision details

Lot 2 and Lot 4 are internal lots. An indicative plan of the proposed subdivision is included below, with greater detail of the proposal included in the attached documents.



Figure 1: plan of subdivision (PDA Surveyors, 2018)

### **Site & Surrounds**

The subject title is located within the residential area of Westbury and is currently vacant. The title has a mild upward slope from west to east and is largely clear of vegetation.

The land immediately adjoins road reserves to the north and south. The neighbouring properties to the east and beyond the road reserve to the south are currently vacant. Land to the north and west of the subject property has been developed with single dwellings on un-serviced lots.

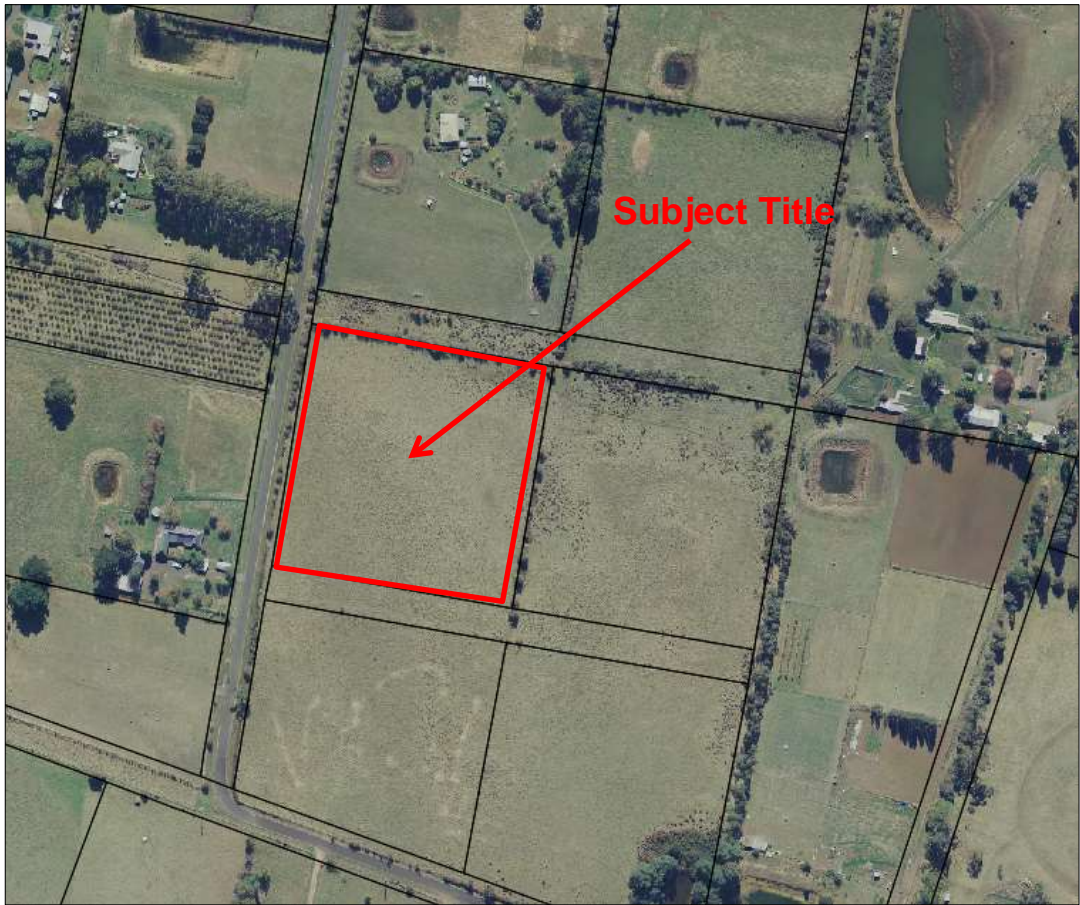


Photo 1: aerial photo of subject title and surrounding land



Photo 2: subject title viewed from Ritchie Street, looking across Lot 1 and Lot 2



Photo 3: subject title viewed from Ritchie Street, looking across Lot 3 and Lot 4

### **Statutory Timeframes**

Date Received:	21 August 2018
Request for further information:	Not applicable
Information received:	Not applicable
Advertised:	25 August 2018
Closing date for representations:	10 September 2018
Extension of time granted:	7 September 2018
Extension of time expires:	10 October 2018
Decision due:	9 October 2018

### **3) Strategic/Annual Plan Conformance**

Council has a target under the Annual Plan to assess applications within statutory timeframes.

### **4) Policy Implications**

Not applicable.

### **5) Statutory Requirements**

Council must process and determine the application in accordance with the *Land Use Planning Approval Act 1993 (LUPAA)* and its Planning Scheme. The application is made in accordance with Section 57 of LUPAA.

## **6) Risk Management**

Risk is managed by the inclusion of appropriate conditions on the planning permit.

## **7) Consultation with State Government and other Authorities**

Not applicable.

## **8) Community Consultation**

The application was advertised for the statutory 14-day period.

Thirteen (13) representations were received (attached documents). The representations are discussed in the assessment below.

## **9) Financial Impact**

Not applicable.

## **10) Alternative Options**

Council can either approve the application with amended conditions or refuse the application.

## **11) Officers Comments**

### **Zone**

The subject property is located in the Low Density Residential Zone. The land surrounding the site is located in the Low Density Residential Zone.



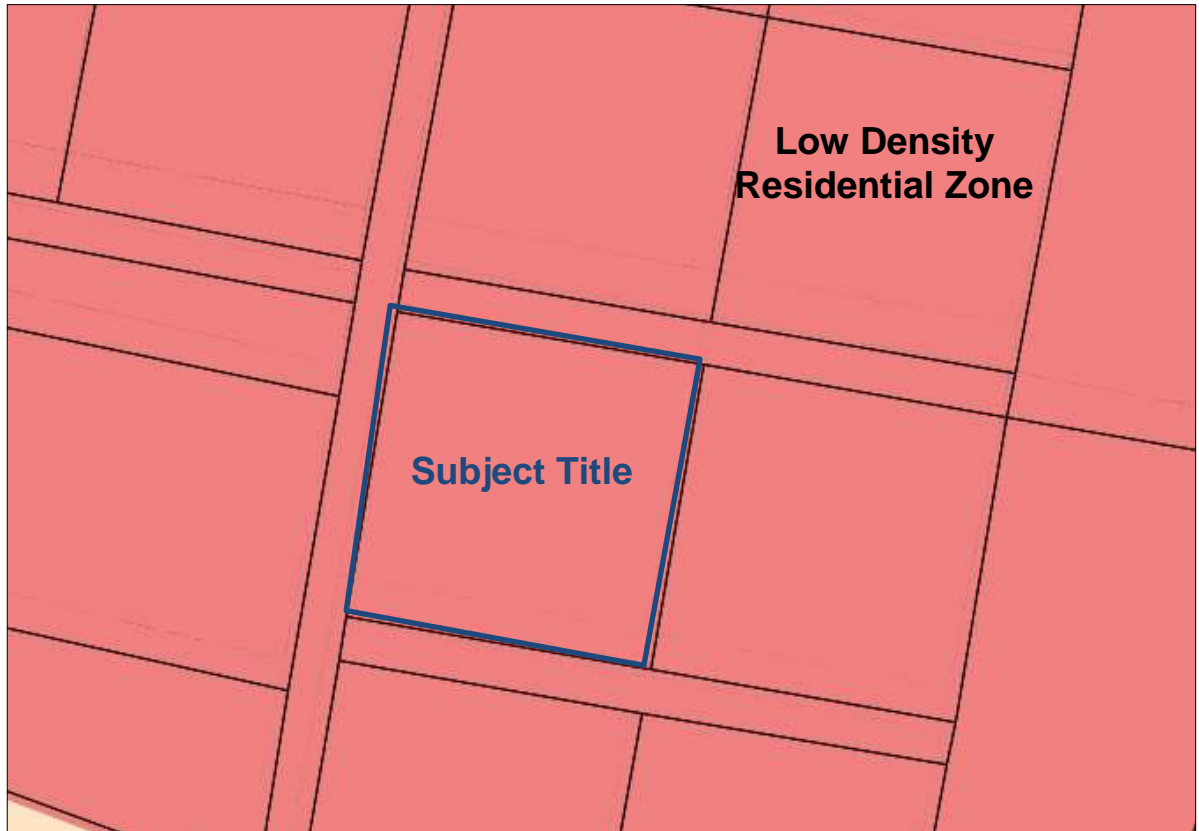


Figure 2: zoning of the subject title and surrounding land

### **Use Class**

Table 8.2 of the Scheme, categorises the proposed use class as:

- Residential

A Residential use is specified in Section 12.2 – Low Density Residential Use Table as being No Permit Required. Subdivision, however, is subject to Performance Criteria, making it Discretionary.

### **Applicable Standards**

This assessment considers all applicable planning scheme standards.

In accordance with the statutory function of the State Template for Planning Schemes (Planning Directive 1), where use or development meets the Acceptable Solutions it complies with the planning scheme, however it may be conditioned if considered necessary to better meet the objective of the applicable standard.

Where use or development relies on performance criteria, discretion is applied for that particular standard only. To determine whether discretion should be used to grant approval, the proposal must be considered against the objectives of the applicable standard and the requirements of Section 8.10.

A brief assessment against all applicable Acceptable Solutions of the Low Density Residential Zone and Codes is provided below. This is followed by a more detailed discussion of any applicable Performance Criteria and the objectives relevant to the particular discretion.

### **Compliance Assessment**

The following table is an assessment against the applicable standards of the Meander Valley Interim Planning Scheme 2013.

<b>Low Density Residential Zone</b>			
Scheme Standard		Comment	Assessment
<b>12.3.1 Amenity</b>			
A1	If for permitted or no permit required uses.	The lot is intended to be used for a residential use. This is a <i>No Permit Required</i> use in the Low Density Residential Zone.	Complies
A2	Commercial vehicles for discretionary uses must only operate between 7.00am and 7.00pm Monday to Friday and 8.00am to 6.00pm Saturday and Sunday.	Not applicable	
<b>12.4.3.1 General Suitability</b>			
A1	No Acceptable Solution	No Acceptable Solution	Relies on Performance Criteria
<b>12.4.3.2 Lot Area, Building Envelopes and Frontage</b>			
A1	Each lot must: <ul style="list-style-type: none"> <li>a) have a minimum area in accordance with Table 12.4.3.1; and</li> <li>f) be able to contain a 35 metres diameter circle with the centre of the circle not more than 35 metres from the frontage; and</li> </ul>	The Acceptable Solution for lot size in the Westbury Low Density Residential Area is 5000m <sup>2</sup> . All of the proposed lots are greater than 5000m <sup>2</sup> in area.	Relies on Performance Criteria

	<ul style="list-style-type: none"> <li>g) have new boundaries aligned from buildings that satisfy the relevant acceptable solutions for setbacks; or</li> <li>h) be required for public use by the Crown, a an agency, or a corporation all the shares of which are held by Councils or a municipality; or</li> <li>i) be for the provision of public utilities; or</li> <li>j) for the consolidation of a lot with another lot with no additional titles created; or</li> <li>g) to align existing titles with zone boundaries and no additional lots are created.</li> </ul>	<p>Due to the internal nature, Lot 2 and Lot 4 do not contain a 35m diameter circle within 35m of the frontage.</p> <p>The subject title does not have any existing buildings.</p>	
A2	Each lot must have a frontage of at least 4 metres.	The proposed lots all have a frontage greater than 4m. See Table 1 above.	Complies
A3	Each lot must be connected to a reticulated: <ul style="list-style-type: none"> <li>c) water supply; and</li> <li>d) sewerage system.</li> </ul>	The proposed lots are not connected to a reticulated water or sewage system.	Relies on Performance Criteria
A4	Each lot must be connected to a reticulated stormwater system.	The proposed lots will not be connected to a reticulated stormwater system.	Relies on Performance Criteria

<b>Bushfire-Prone Areas Code</b>			
Scheme Standard		Comment	Assessment
<b>E1.6.1 Subdivision: Provision of hazard management areas</b>			
A1	(d) ... or (e) The proposed plan of subdivision: (v) shows all lots that are within or partly within a bushfire-prone area, including those developed at each stage of a staged subdivision; (vi) shows the building area for each lot; (vii) shows hazard management areas between bushfire-prone vegetation and each building area that have dimensions equal to, or greater than, the separation distances required for BAL 19 in Table 2.4.4 of Australian Standard AS 3959 – 2009 Construction of buildings in bushfire-prone areas; and (viii) is accompanied by a Bushfire Hazard Management Plan that addresses all	The application includes a Bushfire Hazard Management Plan prepared by a suitably qualified person.  The Bushfire Hazard Management Plan certifies that the proposed lots all provide a building area with BAL 19 in accordance with standard A1 (b).	Complies

	<p>the individual lots and that is certified by the TFS or accredited person, showing hazard management areas equal to, or greater than, the separation distances required for BAL 19 in Table 2.4.4 of Australian Standard AS 3959 – 2009 Construction of buildings in bushfire-prone areas; and</p>		
(f) ...			
<b>E1.6.2 Subdivision: public and fire fighting access</b>			
A1	<p>(c) ... or (d) A proposed plan of subdivision showing the layout of roads, fire trails and the location of property access to building areas is included in a Bushfire Hazard Management Plan that:</p> <ul style="list-style-type: none"> <li>(i) demonstrates proposed roads will comply with Table E1, proposed private accesses will comply with Table E2 and proposed fire trails will comply with Table E3; and</li> <li>(ii) is certified by the TFS or accredited person.</li> </ul>	<p>The Bushfire Hazard Management Plan certifies that the proposed access to all of the lots complies with Tables E1, E2 and E3 and as such complies with A1 (b).</p>	<p>Complies</p>

<b>E1.6.3 Subdivision: Provision of water supply for fire fighting purposes</b>			
A1	In areas serviced with reticulated water by the water corporation...	Not applicable	
A2	In areas that are not serviced by reticulated water by the water corporation: (d) ...; (e) The TFS or an accredited person certifies that a proposed plan of subdivision demonstrates that a static water supply, dedicated to fire fighting, will be provided and located compliant with Table E5; or (f) A Bushfire Hazard Management Plan certified by the TFS or an accredited person demonstrates that the provision of water supply for fire fighting purposes is sufficient to manage the risks to property and lives in the event of a bushfire.	The Bushfire Hazard Management Plan certifies that the static water supply prescribed for the proposed lots complies with Tables E5 and as such complies with the standard A2 (b).	Complies

<b>Road and Railway Assets Code</b>			
Scheme Standard		Comment	Assessment
<b>E4.6.1 Use and road or rail infrastructure</b>			
A1	Sensitive use within 50m of a category 1 or 2 road with a speed limit of more than 60km/h, a railway or future road or railway, does not increase the annual average daily traffic movements by more than 10%.	Not applicable	
A2	For roads with a speed limit of 60km/h or less the use	The proposed development is	Complies

	must not generate more than 40 movements per day.	for a residential subdivision. Each lot will generate less than 10 vehicle movements in accordance with the New South Wales Roads and Traffic Authority <i>Guide to Traffic Generating Development</i> , resulting in less than 40 vehicle movements.	
A3	For roads with a speed limit of more than 60km/h the use must not increase the annual average daily traffic movements by more than 10%.	Not applicable	
<b>E4.7.2 Management of Road Accesses and Junctions</b>			
A1	For roads with a speed limit of 60km/h or less the development must include one access providing both entry and exit, or two accesses providing separate entry and exit.	Each lot includes only one access.	Complies
A2	For roads with a speed limit of more than 60km/h the development must not include a new access or junction.	Not applicable	
<b>E4.7.4 Sight Distance at Accesses, Junctions and Level Crossings</b>			
A1	Sight distances at d) an access or junction must comply with the Safe Intersection Sight Distance shown in	More than 127m direct sight distance available to the south and significantly more than this to the	Complies

	<p>Table E4.7.4; and</p> <p>e) rail level crossings must comply with AS1742.7; or</p> <p>f) If the access is a temporary access, the written consent of the relevant authority has been obtained.</p>	north of the site.	
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<b>Car Parking and Sustainable Transport Code</b>			
Scheme Standard		Comment	Assessment
<b>6.6.1 Car Parking Numbers</b>			
A1	<p>The number of car parking spaces must not be less than the requirements of:</p> <p>c) Table E6.1; or</p> <p>d) a parking precinct plan.</p>	<p>There is sufficient space on each of the proposed lots to accommodate the parking required for a single dwelling.</p>	Complies

<b>Recreation and Open Space Code</b>			
Scheme Standard		Comment	Assessment
<b>E10.6.1 Provision of Public Open Space</b>			
A1	<p>The application includes consent in writing from the General Manager that no land is required for public open space but instead there is to be a cash payment in lieu.</p>	<p>The General Manager has provided consent for a cash payment in lieu of public open space.</p>	Complies

### **Performance Criteria**

<b>Low Density Residential Zone</b>
12.4.3.1 General Suitability
<p><b>Objective</b></p> <p><i>The division and consolidation of estates and interests in land is to create lots that are consistent with the purpose of the Low Density Residential Zone.</i></p>



### **Performance Criteria P1**

*Each new lot on a plan must be suitable for use and development in an arrangement that is consistent with the Zone Purpose, having regard to the combination of:*

- g) slope, shape, orientation and topography of land;*
- h) any established pattern of use and development;*
- i) connection to the road network;*
- j) availability of or likely requirements for utilities;*
- k) any requirement to protect ecological, scientific, historic, cultural or aesthetic values; and*
- l) potential exposure to natural hazards.*

### **Comment:**

In this instance the Zone Purpose has been directly incorporated in the Performance Criteria and elevates the Zone Purpose to a standard that must be satisfied by the proposed development.

The Zone Purpose states:

#### **12.1.1 Zone Purpose Statements**

- 12.1.1.1 To provide for residential use or development on larger lots in residential areas where there are infrastructure or environmental constraints that limit development.*
- 12.1.1.2 To provide for non-residential uses that are compatible with residential amenity.*
- 12.1.1.3 To ensure that development respects the natural and conservation values of the land and is designed to mitigate any visual impacts of development on public views.*

#### **12.1.2 Local Area Objectives**

*Westbury*

- a) Westbury will be promoted as a key settlement for low density residential development based on the extent of the historic pattern of lots;*
- b) Greater efficiency in land use in the provision of lower density lots can be gained through the rearrangement or subdivision of older titles located outside of the serviced core of the settlement.*
- a) Future subdivision will be determined on the basis of capacity for on-site servicing, access and any potential for natural hazards.*

#### **12.1.3 Desired Future Character Statements**

*Westbury*

- a) The low density character of the peripheral areas of the*

*settlement are a distinctive feature of Westbury, reinforced by a strong grid pattern of roads and prominent hedge rows that border existing lots.*

*b) Future development is to maintain a density and pattern that keeps the distinction between the inner serviced core and the peripheral low density zone.*

The intent of the subdivision is to create four (4) residential lots. All of the proposed lots are greater than 5000m<sup>2</sup> in area and the lots are considered to be large when compared to other zones in the Westbury area which support residential use and development. Within the General Residential Zone the Acceptable Solution for area is 700m<sup>2</sup> and for the Urban Mixed Use Zone the Acceptable Solution for area of 800m<sup>2</sup>. As such, the proposed lot sizes maintain a density that is distinctively different from other zones within the serviced core, and are in keeping with a low density residential character.

The Local Area objective for Westbury specifically supports increased density in this area through the rearrangement and subdivision of older titles located outside the serviced area.

The proposed lots are relatively flat with few topographical constraints which would hinder future use and development. Excluding the access handles, all of the lots have a large area, providing significant opportunity for a dwelling to be positioned with a reasonable degree of amenity and orientated to take advantage of sunlight.

The lots are all provided with direct frontage to a sealed road and the proposed access handles to the internal lots can be made trafficable with minimal works. All of the proposed lots are of sufficient size that waste water and stormwater treatment can be managed onsite.

The land has not been identified as having significant natural or conservation values. The visual impact of the subdivision alone will not significantly alter public views. Development facilitated by the subdivision will be considered if/when an application for additional development is made. The land is not heritage listed. There are no Local Heritage Precincts, Local Heritage Places or Archeologically Significant Sites in the planning scheme.

Bushfire hazard has been considered in the assessment above. The land has not been identified as being subject to any other particular natural hazard.

The proposal does not include any new roads and does not alter the distinctive grid pattern in this area of Westbury. The titles are proposed to

be used for residential purposes, which is consistent with the predominate land use in the surrounding area.

The proposed subdivision is consistent with the zone purpose and the lot layout is suitable for future residential development.

#### 12.4.3.2 Lot Area, Building Envelopes and Frontage

##### **Objective**

*To ensure:*

- a) the area and dimensions of lots are appropriate for the zone; and*
- b) the conservation of natural values, vegetation and faunal habitats; and*
- c) the design of subdivision protects adjoining subdivision from adverse impacts; and*
- d) each lot has road, access, and utility services appropriate for the zone.*

##### **Performance Criteria P1**

*Each lot for residential use must provide sufficient useable area and dimensions to allow for:*

- a) a dwelling to be erected in a convenient and hazard free location; and*
- b) on-site parking and manoeuvrability; and*
- c) adequate private open space; and*
- d) reasonable vehicular access from the carriageway of the road to a building area on the lot, if any; and*
- e) development that would not adversely affect the amenity of, or be out of character with, surrounding development and the streetscape.*
- f) additional lots must not be located within the Low Density Residential Zone at Hadspen, Pumicestone Ridge or Travellers Rest.*

##### **Comment:**

The proposed lots are all greater than 5000m<sup>2</sup> in area and provide sufficient usable area and dimensions to allow for the development of a dwelling in a convenient and hazard free location.

The site topography and lot layout does not suggest any difficulty in providing onsite parking and manoeuvrability. The area and dimensions also provide ample opportunity for adequate private open space to be provided with any new dwelling.

The lots all have frontage to a Council maintained road. The access handles for the internal lots are relatively flat and can be made trafficable with relative ease.

Development would not affect the amenity of residential uses on adjoining land.

Bushfire hazard has been considered above and the lots can achieve an appropriate degree of bushfire safety. The lots have not been identified as being subject to any other significant natural hazard.

The proposed subdivision will allow for development that would not affect the amenity of or be out of character with surrounding development and the streetscape.

The proposal is for the creation of lots suitable for the development of single dwellings. The proposed lot sizes maintain a density that is distinctively different from other zones within the serviced core of Westbury and are in keeping with a low density residential character. While internal lots are not a common feature in this area, the dimensions of the lots ensure that any new dwelling will not be atypical of the dwelling proximities in the neighbourhood.

The dwellings at 33 and 39 Reid Street East are separated by approximately 20m. Separation between 29 and 31 Five Acre Row South is approximately 25m apart. 242 Ritchie Street and 227 Veterans Row are approximately 50m apart. The proposed lots are all capable of achieving similar setbacks from existing and future developments. The smallest possible separation from an existing dwelling, 264 Ritchie Street, is approximately 48m and is considered sufficient to ensure that residential amenity is maintained. It is likely that separation will be greater once the setbacks and bushfire requirements for a new dwelling are taken into consideration.

The dwellings in the Low Density Residential area of Westbury do not follow a linear pattern of development, but vary significantly in their frontage setback. Due to the flat topography dwellings are prominent in the landscape and rarely fully screened from view from the road network. Dwellings are rarely located in isolation and generally have a clustered appearance in the landscape due to the flat topography of the area, regular grid pattern, proliferation of outbuildings and high visibility of dwellings on neighbouring lots.

The proposed internal lots discourage linear development, support varied setbacks and force residential development to penetrate deeper into the landscape. Although at a higher density than surrounding properties, the proposed layout will result in a similar regular grid pattern and a clustered appearance when viewed from the road.

It is also noted that the existing lot has sufficient dimensions for each lot to achieve a 35m diameter circle within 35m of the frontage. While this would bring the development into compliance with the Acceptable Solution, it would result in a linear pattern of long narrow lots and a linear pattern of dwellings which is less consistent with the existing pattern of development.

The visual impacts of the development are in keeping with the streetscape and landscape. While the future development of the land will undoubtedly have a visual impact on the existing landscape, the types of development likely to occur on the lots are consistent with the residential character of the area and provide for variation in setbacks. The proposal maintains the large lot, single dwelling character. An area of 5000m<sup>2</sup> is sufficient to allow for development of a large dwelling and outbuildings while ensuring that a large portion of the site remains free of development for gardens and pasture and contributes to the rural setting.

The proposed development is consistent with the objective and provides lots which are appropriate for the zone, having regard to the area and dimensions, servicing and impact on local amenity.

**Performance Criteria P3**

*Lots that are not provided with reticulated water and sewerage services must be:*

- c) in a locality for which reticulated services are not available or capable of being connected; and*
- d) capable of accommodating an on-site wastewater management system.*

**Comment:**

The subject land is in an area of Westbury where sewer and water services are not available.

Council's Environmental Health Officer's have considered the proposed development and do not consider that there are any factors which would prohibit onsite waste-water management on lots of 5,000m<sup>2</sup> in this area.

The proposal is consistent with the objective and each lot is capable of being serviced to a level appropriate to the zone.

**Performance Criteria P4**

*Each lot must be capable of disposal of stormwater to a legal discharge point.*

**Comment:**

The subject lots are of sufficient size that they will be able to accommodate an on-site method of stormwater disposal.

It is also noted the land falls toward Ritchie Street and the land is capable of connecting to the existing open stormwater drainage network.

The proposal is consistent with the objective and each lot is capable of being serviced to a level appropriate to the zone.

### **Representations**

Thirteen (13) representations were received during the advertising period (see attached documents). A summary of the concerns raised in the representations is as follows:

- 5000m<sup>2</sup> lots are not in character with surrounding area;
- Impact on amenity and landscape;
- The development will impact the heritage values of the area;
- Unsustainable lack of services and poor drainage;
- Impact of development on the road network and proximity to a sharp corner on Ritchie Street;
- Impact of further subdivision on surrounding primary industry activities, and the use of agricultural machinery and chemicals;
- Proximity to neighbouring vegetation and potential fire risk;
- Greater financial obligation for fencing;
- Impact on property values;
- Conflict with existing boarding Kennels at 1 Reid Street; and
- Lack of consultation regarding changes to planning regulations in 2013.

### **Comment:**

#### **Density**

The proposed lots all comply with the density requirements of the Acceptable Solution and are consistent with the intent of the zone. A lot size of 5000m<sup>2</sup> was determined, during the creation of the Meander Valley Interim Planning Scheme 2013, to be appropriate for this area and is strategically supported by the planning scheme.

#### **Amenity and Landscape**

The impact of the development on the amenity of surrounding dwellings and the landscape has been discussed above and is considered to be in keeping with the character of the area.

## **Heritage**

The subject title is not on the Tasmanian Heritage Register and is not subject to the Heritage Code in the Meander Valley Interim Planning Scheme 2013. In 2006 Council undertook a Heritage Study for the entire municipality to identify properties and buildings with sufficient heritage significance to warrant listing on the State Heritage Register or a local register to be regulated through the planning scheme. The subject property was not identified in this study as having any significant local or State heritage value.

## **Impact on Road Network**

The proposed development will not adversely impact the road network. No changes are proposed to the road or road pattern. New accesses will be installed for the additional lots, however the existing sealed rural road standard is sufficient to accommodate the increase in traffic.

The proposed accesses are more than 140m from the sharp corner where Ritchie Street turns into Black Hills Road. Ritchie Street has a speed limit of 60km/h in this area and the corner is signposted with a recommended speed of 25km/h. Regardless of the sign; some caution is necessary in order to negotiate the sharp corner. 140m is considered to provide sufficient safe sight distance to ensure that the proposed accesses are safe and efficient.

A number of concerns were raised in relation to the irregularities of the road network and road reserves in this area of Westbury, however they do not relate specifically to this proposal.

## **Management of Wastewater and Stormwater**

Wastewater and stormwater management have been considered in the assessment above. It is considered that the lots are of sufficient size that wastewater and stormwater management systems suitable for the specific soil conditions of the site can be accommodated.

## **Impact on Primary Industry**

The Low Density Residential Zone is specifically designed to protect and accommodate residential forms of use and development. Resource development uses are not protected in this zone and new resource development uses are prohibited by the planning scheme. The standards applicable to subdivision do not require consideration of these types of uses.

## **Fire Risk**

A Bushfire Hazard Management Plan prepared by a suitably qualified practitioner was submitted with the application and demonstrates that the

risk associated with bushfire can be managed. Bushfire provisions for individual dwellings are required as part of the building approval process.

### **Fencing**

The standard of fencing and responsibility for costs associated with fencing are managed through the *Boundary Fences Act 1908* and are negotiated between the landowners. Council does not play a role in the implementation of this act.

### **Property Values**

Property values are not a planning matter and cannot be considered as part of this assessment.

### **Proximity to Kennel**

Lot 2 and Lot 4 are approximately 140m from the existing kennels at 1 Reid Street East, while lot 1 and Lot 3 are more than 200m away. This separation is consistent with the existing separation between the kennels and dwellings at 231 Ritchie Street, 33 Reid Street East and 2 Reid Street East. It is noted that there are also two existing vacant lots between the subject title and kennels at 1 Reid Street East. These lots can both accommodate dwellings with a "no permit required" status. It is also noted that kennels are not listed as an activity requiring attenuation in the Environmental Impact and Attenuation Code. Noise produced by dogs is regulated by the *Dog Control Act 2000* and kennel operators have an obligation to control dogs such that they do not cause a nuisance. Given the proximity of existing dwellings, this obligation already exists.

### **Lack of Consultation**

This refers to changes which occurred with the preparation and declaration of the Meander Valley Interim Planning Scheme 2013. A full mail out was undertaken advising all rate payers of upcoming changes prior to the planning scheme coming into effect. Land owners were invited to comment on the proposed changes and, at the time, the response was in support of subdivision in this area.

### **Conclusion**

In conclusion, it is considered that the application for Use and Development for subdivision (4 lots) for land located off Ritchie Street, Westbury is an acceptable development for the Low Density Residential Zone and should be approved.



**AUTHOR:** Justin Simons  
TOWN PLANNER

## **12) Recommendation**

***It is recommended that the application for Use and Development for Subdivision (4 lots) on land located off Ritchie Street, Westbury (CT:249076/158) by PDA Surveyors, requiring the following discretions:***

- 12.4.3.1 General Suitability
- 12.4.3.2 Lot Area, Building Envelopes and Frontage
- 12.4.3.2 Not Connected to Reticulated Water, Sewerage or Stormwater

***be APPROVED, generally in accordance with the endorsed plans:***

- a) PDA Surveyors – Job Number 40457, Drawing P01;***
- b) Livingston Natural Resource Services – Bushfire Hazard Management Report – dated 14 June 2018;***

***and subject to the following conditions:***

- 1. Covenants or similar restrictive controls must not be included on or otherwise imposed on the titles to the lots created by the subdivision, permitted by this permit unless:**
  - a) Such covenants or controls are expressly authorised by the terms of this permit; or**
  - b) Such covenants or similar controls are expressly authorised by the consent in writing of Council.**
  - c) Such covenants or similar controls are submitted for and receive written approval by Council prior to submission of a Plan of Survey and associated title documentation is submitted to Council for sealing.**
- 2. The proposed vehicular crossovers must be constructed and sealed in accordance with LGAT standard drawing TSD-R03-V1 and TSD-R04-V1, including a culvert pipe, to the satisfaction of Council’s Director Infrastructure Services.**
- 3. Prior to the sealing of the final plan of survey, the following must be completed to the satisfaction of Council:**
  - a) The driveway crossover is to be completed, in accordance with Condition 2.**
  - b) The developer must pay Council a Public Open Space contribution of a sum equivalent to 5% of the unimproved value**

**of the approved lots as determined by a registered land valuer procured at the subdivider's expense.**

**Note:**

- 1. Separate consent is required from Council acting at the Road Authority for any works within the road reserve. Prior to the commencement of any works within the road reserve, including the approved driveway crossover, a completed Application for Works in the Road Reservation form (attached) must be completed and returned to Council.**
- 2. Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Community and Development Services on 6393 5320 or via email: [mail@mvc.tas.gov.au](mailto:mail@mvc.tas.gov.au).**
3. This permit takes effect after:
  - a) The 14 day appeal period expires; or
  - b) Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined; or.
  - c) Any other required approvals under this or any other Act are granted.
4. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal. A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant. For more information see the Resource Management and Planning Appeal Tribunal website [www.rmpat.tas.gov.au](http://www.rmpat.tas.gov.au).
5. If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.
6. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted if a request is received.

7. In accordance with the legislation, all permits issued by the permit authority are public documents. Members of the public will be able to view this permit (which includes the endorsed documents) on request, at the Council Office.
  
8. If any Aboriginal relics are uncovered during works;
  - a) All works are to cease within a delineated area sufficient to protect the unearthed and other possible relics from destruction,
  - b) The presence of a relic is to be reported to Aboriginal Heritage Tasmania Phone: (03) 6233 6613 or 1300 135 513 (ask for Aboriginal Heritage Tasmania Fax: (03) 6233 5555 Email: [aboriginal@heritage.tas.gov.au](mailto:aboriginal@heritage.tas.gov.au)); and
  - c) The relevant approval processes will apply with state and federal government agencies.

## **DECISION:**

# APPLICATION FORM

## PLANNING

Index No. <b>20617</b>		
Doc No.		
RCVD	<b>25 JUN 2018</b>	MVC
Action Officer	<b>SS</b>	Dept. <b>COB</b>
EO	OD	<input checked="" type="checkbox"/>



- Application form & details **MUST** be completed **IN FULL**.
- Incomplete forms will not be accepted and may delay processing and issue of any Permits.

### OFFICE USE ONLY

Property No: **20617**      Assessment No: [ ] - [ ] - [ ]

DA\ **18/0389**      PA\ **18/0053**

- Is your application the result of an illegal building work?     Yes     No      Indicate by ✓ box
- Is a new vehicle access or crossover required?                     Yes     No

### PROPERTY DETAILS:

Address: **Black Hills Road**      Certificate of Title: **249076**

Suburb: **Westbury**      **7303**      Lot No: **158**

Land area: **2.02 ha**      **ha**

Present use of land/building: **grazing**      (vacant, residential, rural, industrial, commercial or forestry)

Does the application involve Crown Land or Private access via a Crown Access Licence:     Yes     No

Heritage Listed Property:     Yes     No

### DETAILS OF USE OR DEVELOPMENT:

- Indicate by ✓ box
- Building work
  - Change of use
  - Subdivision
  - Forestry
  - Demolition
  - Other

Total cost of development (inclusive of GST): \$ [ ]      Includes total cost of building work, landscaping, road works and infrastructure

Description of work: [ ]

Use of building: [ ]      (main use of proposed building – dwelling, garage, farm building, factory, office, shop)

New floor area: [ ] m<sup>2</sup>      New building height: [ ] m

Materials: External walls: [ ]      Colour: [ ]

Roof cladding: [ ]      Colour: [ ]

LAUNCESTON

J.W. Dent, OAM, B. SURV. (Tas.), M.SSSI. (Director)  
M.B. Reid, B. GEOM.(HONS) (Tas.), M.SSSI M.AIPM (Associate)

HOBART

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

KINGSTON

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

BURNIE/DEVONPORT

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



**PDA Surveyors**

Incorporating  
**WALTER SURVEYS**

Surveying, Engineering & Planning

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www.pda.com.au

*Our Ref: 40457*

21<sup>st</sup> June, 2018.

Meander Valley Council  
PO Box 102  
WESTBURY TAS 7303

Attention: Mrs J. Richardson

Dear Jan,

**RE: SUBDIVISION – BLACK HILLS DEVELOPMENT PTY LTD, BLACK HILLS ROAD, WESTBURY**

We submit herewith on behalf of Black Hills Development Pty Ltd a subdivision to subdivide the land into 4 separate lots. We will now address the provisions of the Low Density Residential Zone Clause 12.4.3 as it relates to this subdivision.

**12.4.3.1 General Suitability**

Performance criteria are met in that the subdivision is consistent with the zoning purpose and is consistent with the performance criteria for this Clause.

**12.4.3.2 Lot Area, Building Envelopes and Frontage**

All lots are over 5000m<sup>2</sup> and lots 1 and 3 can contain the 35 metre circle in Clause A(1b). Lots 2 and 4 are not able to achieve that criteria however they meet the performance criteria in that there is adequate room on the blocks for each of the performance criteria to be able to be met. The subdivision is in character with the surrounding development in the area.

Acceptable Solution A2 is met in that each lot has frontage of at least 4.0 metres. Acceptable Solution A3 is not applicable as there is no water and sewerage system in the vicinity. Performance Criteria P3 is met in that the lots are capable of accommodating an onsite waste water management system. Performance Criteria P4 is met in that each lot is able to be large enough to be able to absorb stormwater within the boundaries of the block.

We enclose the following to enable you to assess the application;

- 3 copies of the Proposal Plan.
- Completed Development Application Form.
- Copy of the Title.
- Bushfire Report.

.../2...

OFFICES ALSO AT:

- 16 Emu Bay Road, Deloraine, 7304 (03) 6362 2993
- 6 Queen Street, Burnie, 7320 (03) 6431 4400
- 63 Don Road, Devonport, 7310 (03) 6423 6895

- 127 Bathurst Street, Hobart, 7000 (03) 6234 3217
- 6 Freeman Street, Kingston, 7050 (03) 6229 2131
- 8/16 Main Road, Huonville, 7109 (03) 6264 1277

Could you please let us know if there is anything further that you require to be able to assess this application. Can you please make out an invoice to Black Hills Development Pty Ltd c/o john.dent@pda.com.au and we will arrange for payment of your fees for this application.

Yours faithfully  
PDA Surveyors

Per:



JOHN DENT

SEARCH OF TORRENS TITLE

VOLUME 249076	FOLIO 158
EDITION 6	DATE OF ISSUE 31-May-2016

SEARCH DATE : 20-Jun-2018

SEARCH TIME : 01.46 PM

DESCRIPTION OF LAND

Town of WESTBURY

Lot 158 on Plan 249076

Derivation : Lot 159 (Section F.13) and Lot 158 (Section F.12)

GGtd. to T. Shaw and J. Healey respectively

Prior CT 3049/76

SCHEDULE 1

M568713 TRANSFER to BLACKHILLS DEVELOPMENTS PTY LTD

Registered 31-May-2016 at 12.01 PM

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

ORIGINAL - NOT TO BE REMOVED FROM TITLES OFFICE

R.P. 1459  
TASMANIA  
REAL PROPERTY ACT, 1862, as amended  
NOTE - REGISTERED FOR OFFICE  
CONVENIENCE TO REPLACE



CERTIFICATE OF TITLE

Register Book  
Vol. Fol.  
3049 76

Cert. of Title Vol. 819 Fol. 93

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

*M. J. Linscott*

Recorder of Titles.



DESCRIPTION OF LAND

TOWN OF WESTBURY  
FIVE ACRES and  
FIVE ACRES ONE ROOD TWO PERCHES on the Plan hereon

FIRST SCHEDULE (continued overleaf)

VERA MARY JONES of Westbury, Widow

SECOND SCHEDULE (continued overleaf)

NO. A137696 MORTGAGE TO  
Florence Ivy Bellinger  
Registered 16th December 1960 at 12.2p.m.  
(Sgd.) A. IMLACH  
Recorder of Titles

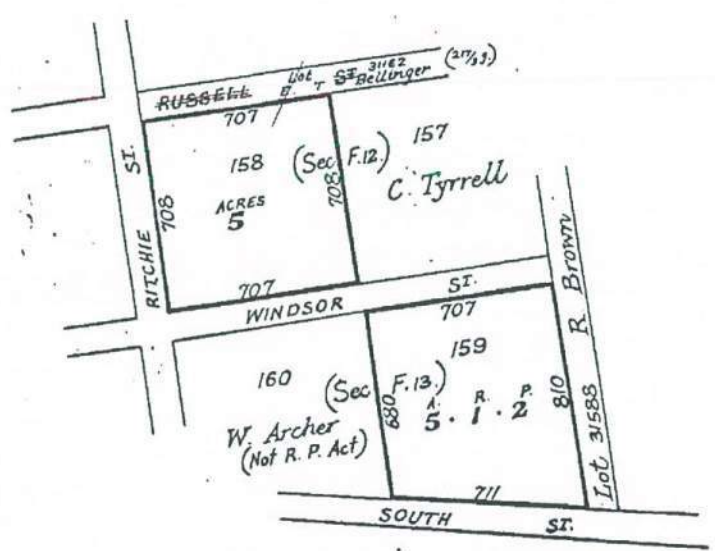
DISCHARGED A570898 (26.7.1977)

*M. J. Linscott*  
Recorder of Titles

RECORDED OF TITLES ARE NO LONGER SUBSISTING.

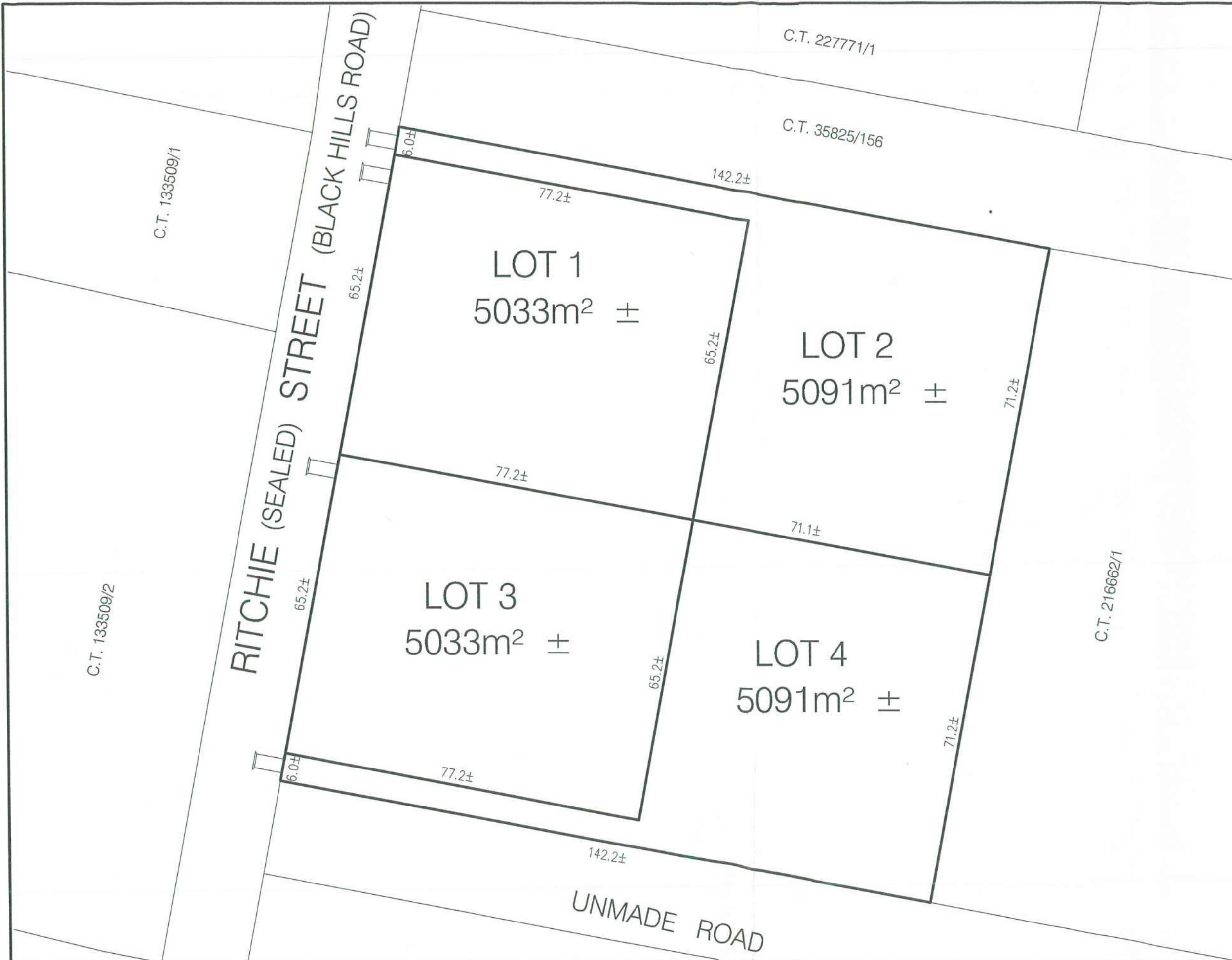
Lot 159 of this plan consists of all the land comprised in the above-mentioned cancelled folio of the Register.

REGISTERED NUMBER  
**249076**



Lot 159 Section F.13 and Lot 158 Section F.12 Gtd. to T. Shaw and J. Healey respectively - Meas. in Links  
FIRST Edition. Registered  
Derived from C.T. Vol. 819 Fol. 93 - Transfer A168592 V.M. Jones  
" A137695 J.C. Finney





**PLAN OF SUBDIVISION**

**Owners**  
 BLACKHILLS DEVELOPMENTS PTY. LTD.

**Title References**  
 FR 249076/158

**Address**  
 Black Hills Road, Westbury, TAS 7303

**Council**  
 Meander Valley Council

**Planning scheme**  
 Meander Valley Interim Planning Scheme 2013

**Zone**  
 12.0 Low Density Residential

**Zone Overlay**  
 Nil.

**Schedule of Easements**  
 Nil.

**LEGEND**

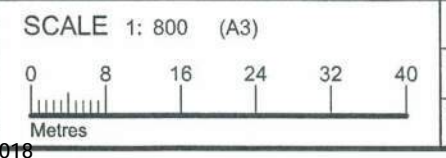
- Title/Proposed boundary
- Neighbor boundary
- Fall lines

**NOTES**

- This plan has been prepared only for the purpose of obtaining preliminary subdivision approval from the Council and the information shown hereon should be used for no other purpose. All measurements and areas are subject to final survey.



E				
D				
C				
B				
A				
REV	AMENDMENTS	DRAWN	DATE	APPR



DRAWN	CHECKED
CC	JWD
DATE	20 June 2018

PLAN OF SUBDIVISION  
 BLACK HILLS ROAD, WESTBURY, TAS 7303  
 C.T. 249076/158  
 BLACKHILLS DEVELOPMENTS PTY. LTD.



3/23 Brisbane Street,  
 Launceston, Tasmania, 7250  
 www.pda.com.au  
 Also at: Hobart, Kingston,  
 Devonport & Burnie

PHONE: +61 03 6331 4099  
 FAX: +61 03 6334 3086  
 EMAIL: pda.jrn@pda.com.au

SCALE	PAPER
1:800	(A3)
JOB NUMBER	DRAWING
40457 - P01	

# **Bushfire Hazard Management Report: Subdivision Lot 158 Richie Street, Westbury.**

**Report for:** PDA Surveyors

**Property Location:** Ritchie Street, Westbury

**Prepared by:** Scott Livingston  
  
Livingston Natural Resource Services  
12 Powers Road  
Underwood, 7268

**Date:** 31<sup>st</sup> June 2018

Version 2



**Client:** PDA Surveyors obo Black Hills Developments Pty Ltd

**Property identification:** Richie Street, Westbury, CT 249076/158 PID 3443456. Current zoning: Low Density Residential, Meander Valley Interim Planning Scheme 2013.

**Proposal:** A 4 lot subdivision is proposed from existing title CT 249076/158 at Ritchie Street Westbury.

**Assessment** A field inspection of the site was conducted to determine the Bushfire Risk and Bushfire Attack Level.

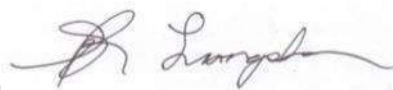
**Comments:** A 4 lot subdivision is proposed from existing title CT 249076/158 at Richie Street, Westbury. The area is bushfire prone, being less than 100m from vegetation greater than 1ha in size, (grassland and forest).

There is sufficient area on lots to provide for BAL 12.5 habitable dwellings and will require a hazard management area – low threat vegetation on land within the 16m downslopes and 14m in other directions from habitable buildings. Additional building areas are available for BAL 19 construction and will require a hazard management area – low threat vegetation on land within 11m downslopes and 10m in other directions from habitable buildings.

No additional roads are required, access to habitable buildings and water supply on lots must comply with the relevant elements of Table E2 Access from the *Interim Planning Directive No. 1.1 Bushfire-Prone Areas Code*

Lots must have a static water supply installed to the standards listed in Table 4 of the *Interim Planning Directive No. 1.1 Bushfire-Prone Areas* prior to construction of habitable buildings.

Assessment by: Scott Livingston



Master Environmental Management, Natural Resource Management Consultant.

Accredited Person under part 4A of the Fire Service Act 1979: Accreditation # BFP-105.

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### LIMITATIONS

This report only deals with potential bushfire risk and does not consider any other potential statutory or planning requirements. This report classifies type of vegetation at time of inspection and cannot be relied upon for future development or changes in vegetation of assessed area.

## DESCRIPTION

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A 4 lot subdivision is proposed from existing title CT 249076/158 at Ritchie Street, Westbury. The property is zoned Low Density Residential, *Meander Valley Planning Scheme, 2013* and has no existing dwellings. The property has frontage to Ritchie Street. Surrounding land is pasture with occasional dwellings, an area (~1ha) of eucalypt plantations occurs to the west of Ritchie Street. Rural Resource Zoned land further to the south and east is generally pasture with some shelterbelts.

See Appendix 1 for maps and site plan. Appendix 2 for photos.

## BAL AND RISK ASSESSMENT

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The land is considered to be within a Bushfire Prone Area due to proximity of bushfire prone vegetation, greater than 1 ha in area (grassland and forest-plantation).

### VEGETATION AND SLOPE

	North	East	South	West (southern section)	West (northern section)
Vegetation within 100m Subdivision boundaries	0-100m grassland	0-100m grassland	0-100m grassland	0-100m low threat/ managed land	0-20m low threat/ managed land 20-100m grassland
Slope (degrees, over 100m)	Flat/ Upslope	Flat/ Upslope	Flat/ Upslope	Downslope 0-5°	Downslope 0-5°

### BUILDING AREA BAL RATING

Setback distances for BAL Ratings have been calculated based on the vegetation that will exist after development external to the subdivision and have also considered slope gradients. During development it is assumed undeveloped lots may be managed as grassland. Setback requirements may be able to be reduced following development and management of fuel loads on adjacent lots.

Where no setback is required for fire protection other Planning Scheme setbacks may need to be applied, other constraints to building such as topography have not been considered.

The BAL ratings applied are in accordance with the Australian Standard AS3959-2009, *Construction of Buildings in Bushfire Prone Areas*, and it is a requirement that any habitable

building, or building within 6m of a habitable building be constructed to the BAL ratings specified in this document as a minimum.

Bushfire Attack Level (BAL)	Predicted Bushfire Attack & Exposure Level
BAL-Low	Insufficient risk to warrant specific construction requirements
BAL-12.5	Ember attack, radiant heat below 12.5kW/m <sup>2</sup>
BAL-19	Increasing ember attack and burning debris ignited by windborne embers together with increasing heat flux between 12.5-19kW/m <sup>2</sup>
BAL-29	Increasing ember attack and burning debris ignited by windborne embers together with increasing heat flux between 19-29kW/m <sup>2</sup>
BAL-40	Increasing ember attack and burning debris ignited by windborne embers together with increasing heat flux between 29-40kW/m <sup>2</sup>
BAL-FZ	Direct exposure to flames radiant heat and embers from the fire front

### Setbacks

Grassland	
<b>BAL Low</b>	
Upslope and flat	50m
Downslope 0-5°	50m
<b>BAL 12.5</b>	
Upslope and flat	14m
Downslope 0-5°	16m
<b>BAL 19</b>	
Upslope and flat	10m
Downslope 0-5°	11m

### **PROPOSED LOT BAL RATING**

It is assumed that lots within the subdivision may continue to be managed as grassland. Lot have a potential building area at BAL19, with a smaller building area available at BAL 12.5.

Lot	Setbacks	
	BAL 12.5	BAL 19
1-4	16 m from western boundary	11 m from western boundary
	14m from all other lot boundaries	10m from all other lot boundaries

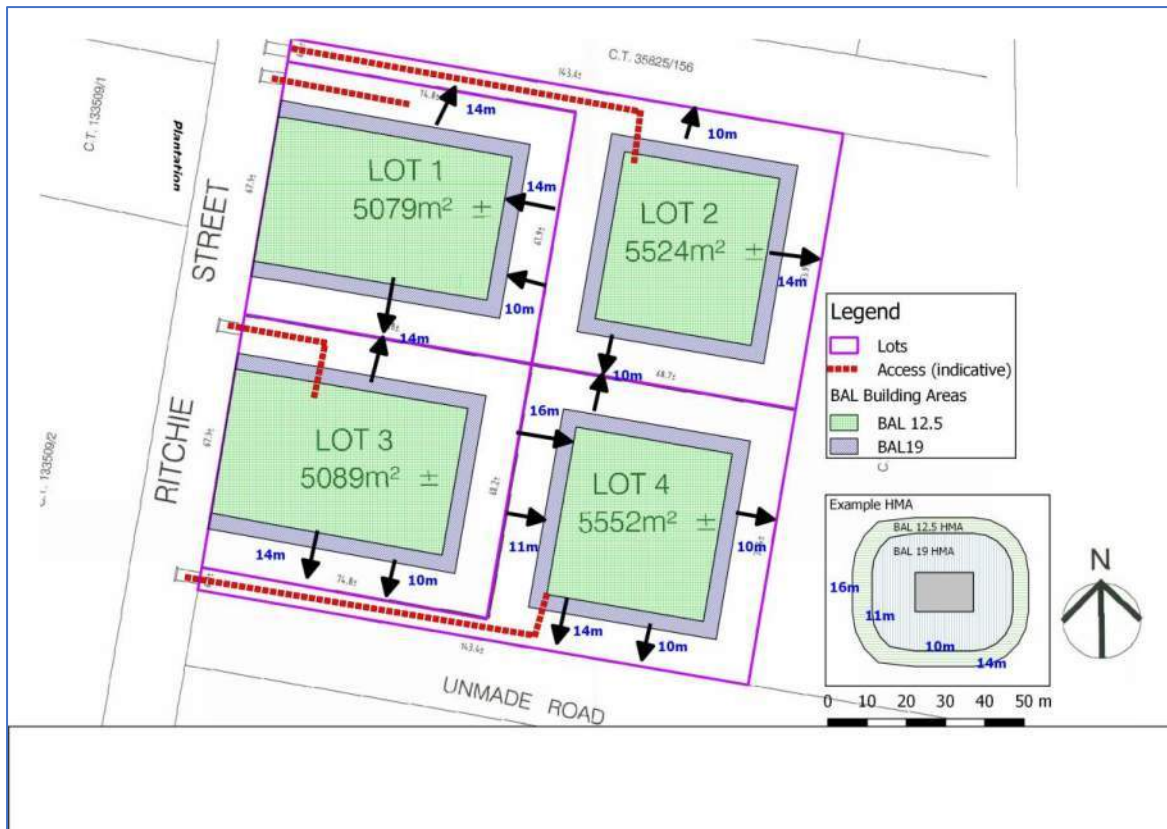


Figure 1: Building Area BAL Rating

### HAZARD MANAGEMENT AREAS

- If construction is to BAL 12.5: All land within the 16m downslopes and 14m in other directions from habitable buildings to be managed as low threat vegetation.
- If construction is to BAL 19: All land within the 11m downslopes and 10m in other directions from habitable buildings to be managed as low threat vegetation.

Low threat vegetation includes maintained lawns (mown to < 100mm), gardens and orchards.

### ROADS

Lots will have access from Richie Street. No additional roads required for the subdivision.

## PROPERTY ACCESS

Access to lots must comply with the relevant elements of Table E2 Access from the *Interim Planning Directive No. 1.1 Bushfire-Prone Areas Code*. Access to the water supply is likely to be in excess of 30m and required to meet Element B.

**Table E2: Standards for Property Access**

Column 1 Element		Column 2 Requirement
<b>A.</b>	Property access length is less than 30 metres; or access is not required for a fire appliance to access a water	There are no specified design and construction requirements.
<b>B.</b>	Property access length is 30 metres or greater; or access for a fire appliance to a water connection point.	<p>The following design and construction requirements apply to property access:</p> <ul style="list-style-type: none"> <li>(1) All-weather construction;</li> <li>(2) Load capacity of at least 20 tonnes, including for bridges and culverts;</li> <li>(3) Minimum carriageway width of 4 metres;</li> <li>(4) Minimum vertical clearance of 4 metres;</li> <li>(5) Minimum horizontal clearance of 0.5 metres from the edge of the carriageway;</li> <li>(6) Cross falls of less than 3 degrees (1:20 or 5%);</li> <li>(7) Dips less than 7 degrees (1:8 or 12.5%) entry and exit angle;</li> <li>(8) Curves with a minimum inner radius of 10 metres;</li> <li>(9) Maximum gradient of 15 degrees (1:3.5 or 28%) for sealed roads, and 10 degrees (1:5.5 or 18%) for unsealed roads; and</li> <li>(10) Terminate with a turning area for fire appliances provided by one of the following: <ul style="list-style-type: none"> <li>(a) A turning circle with a minimum inner radius of 10 metres; or</li> <li>(b) A property access encircling the building; or</li> </ul> </li> </ul>



<b>C.</b>	Property access length is 200 metres or greater.	The following design and construction requirements apply to property access:  (1) The Requirements for B above; and (2) Passing bays of 2 metres additional carriageway width and 20 metres length provided every 200 metres.
<b>D.</b>	Property access length is greater than 30 metres, and access is provided to 3 or	The following design and construction requirements apply to property access:  (1) Complies with Requirements for B above; and (2) Passing bays of 2 metres additional carriageway width and 20 metres length must be provided every 100 metres.

## FIRE FIGHTING WATER SUPPLY

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The subdivision is not serviced by a reticulated supply. New habitable buildings must have a static water installed to the standards listed in Table 4 of the *Interim Planning Directive No. 1.1 Bushfire-Prone Areas Code*.

Column Element		Column 2 Requirement
<b>A.</b>	Distance between building area to be protected and water supply	The following requirements apply:  a) The building area to be protected must be located within 90 metres of the water connection point of a static water supply; and b) The distance must be measured as a hose lay, between the water point and the furthest part of the building area.

Column 1		Column 2
Element		Requirement
<b>B.</b>	Static Water Supplies	<p>A static water supply:</p> <ul style="list-style-type: none"> <li>a) May have a remotely located offtake connected to the static water supply;</li> <li>b) May be a supply for combined use (fire fighting and other uses) but the specified minimum quantity of fire fighting water must be available at all times;</li> <li>c) Must be a minimum of 10,000 litres per building area to be protected. This volume of water must not be used for any other purpose including fire fighting sprinkler or spray systems;</li> <li>d) Must be metal, concrete or lagged by non-combustible materials if above ground; and</li> <li>e) If a tank can be located so it is shielded in all directions in compliance with Section 3.5 of AS 3959-2009, the tank may be constructed of any material provided that the lowest 400 mm of the tank exterior is protected by: <ul style="list-style-type: none"> <li>(i) metal;</li> <li>(ii) non-combustible material; or</li> <li>(iii) fibre-cement a minimum of 6 mm thickness.</li> </ul> </li> </ul>
<b>C.</b>	Fittings, pipework and accessories (including stands and tank supports)	<p>Fittings and pipework associated with a water connection point for a static water supply must:</p> <ul style="list-style-type: none"> <li>(a) Have a minimum nominal internal diameter of 50mm;</li> <li>(b) Be fitted with a valve with a minimum nominal internal diameter of 50mm;</li> <li>(c) Be metal or lagged by non-combustible materials if above ground;</li> <li>(d) Where buried, have a minimum depth of 300mm (compliant with <i>AS/NZS 3500.1-2003 Clause 5.23</i>);</li> <li>(e) Provide a DIN or NEN standard forged Storz 65 mm coupling fitted with a suction washer for connection to fire fighting equipment;</li> <li>(f) Ensure the coupling is accessible and available for connection at all times;</li> <li>(g) Ensure the coupling is fitted with a blank cap and securing chain (minimum 220 mm length);</li> <li>(h) Ensure underground tanks have either an opening at the top of not less than 250 mm diameter or a coupling compliant with this Table; and</li> <li>(i) Where a remote offtake is installed, ensure the offtake is in a position that is: <ul style="list-style-type: none"> <li>(i) Visible;</li> <li>(ii) Accessible to allow connection by fire fighting equipment;</li> <li>(iii) At a working height of 450 – 600mm above ground level; and</li> <li>(iv) Protected from possible damage, including damage by vehicles</li> </ul> </li> </ul>

Column 1		Column 2
Element		Requirement
<b>D.</b>	Signage for static water connections	<p>The water connection point for a static water supply must be identified by a sign permanently fixed to the exterior of the assembly in a visible location. The sign must</p> <ul style="list-style-type: none"> <li>(a) comply with: Water tank signage requirements within AS 2304-2011 <i>Water storage tanks for fire protection systems</i>; or</li> <li>(b) comply with water tank signage requirements within <i>Australian Standard AS 2304-2011 Water storage tanks for fire protection systems</i>; or</li> <li>(c) comply with the Tasmania Fire Service Water Supply Signage Guideline published by the Tasmania Fire Service.</li> </ul>
<b>E.</b>	Hardstand	<p>A hardstand area for fire appliances must be provided:</p> <ul style="list-style-type: none"> <li>(a) No more than three metres from the water connection point, measured as a hose lay (including the minimum water level in dams, swimming pools and the like);</li> <li>(b) No closer than six metres from the building area to be protected;</li> <li>(c) With a minimum width of three metres constructed to the same standard as the carriageway; and</li> </ul>

## CONCLUSIONS

---

A 4 lot subdivision is proposed from existing title CT 249076/158 at Richie Street, Westbury. The area is bushfire prone, being less than 100m from vegetation greater than 1ha in size, (grassland and forest).

There is sufficient area on lots to provide for BAL 12.5 habitable dwellings and will require a hazard management area – low threat vegetation on land within the 16m downslopes and 14m in other directions from habitable buildings. Additional building areas are available for BAL 19 construction and will require a hazard management area – low threat vegetation on land within 11m downslopes and 10m in other directions from habitable buildings.

No additional roads are required, access to habitable buildings and water supply on lots must comply with the relevant elements of Table E2 Access from the *Interim Planning Directive No. 1.1 Bushfire-Prone Areas Code*

Lots must have a static water supply installed to the standards listed in Table 4 of the *Interim Planning Directive No. 1.1 Bushfire-Prone Areas* prior to construction of habitable buildings.

## REFERENCES

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Meander Valley (2013) Meander Valley *Interim Planning Scheme*.

Standards Australia. (2009). *AS 3959-2009 Construction of Buildings in Bushfire Prone Areas*.

Planning Commission (2017), *Draft Planning Directive No. 5.1 Bushfire-Prone Areas Code (issued as Interim Planning Directive No. 1.1)*

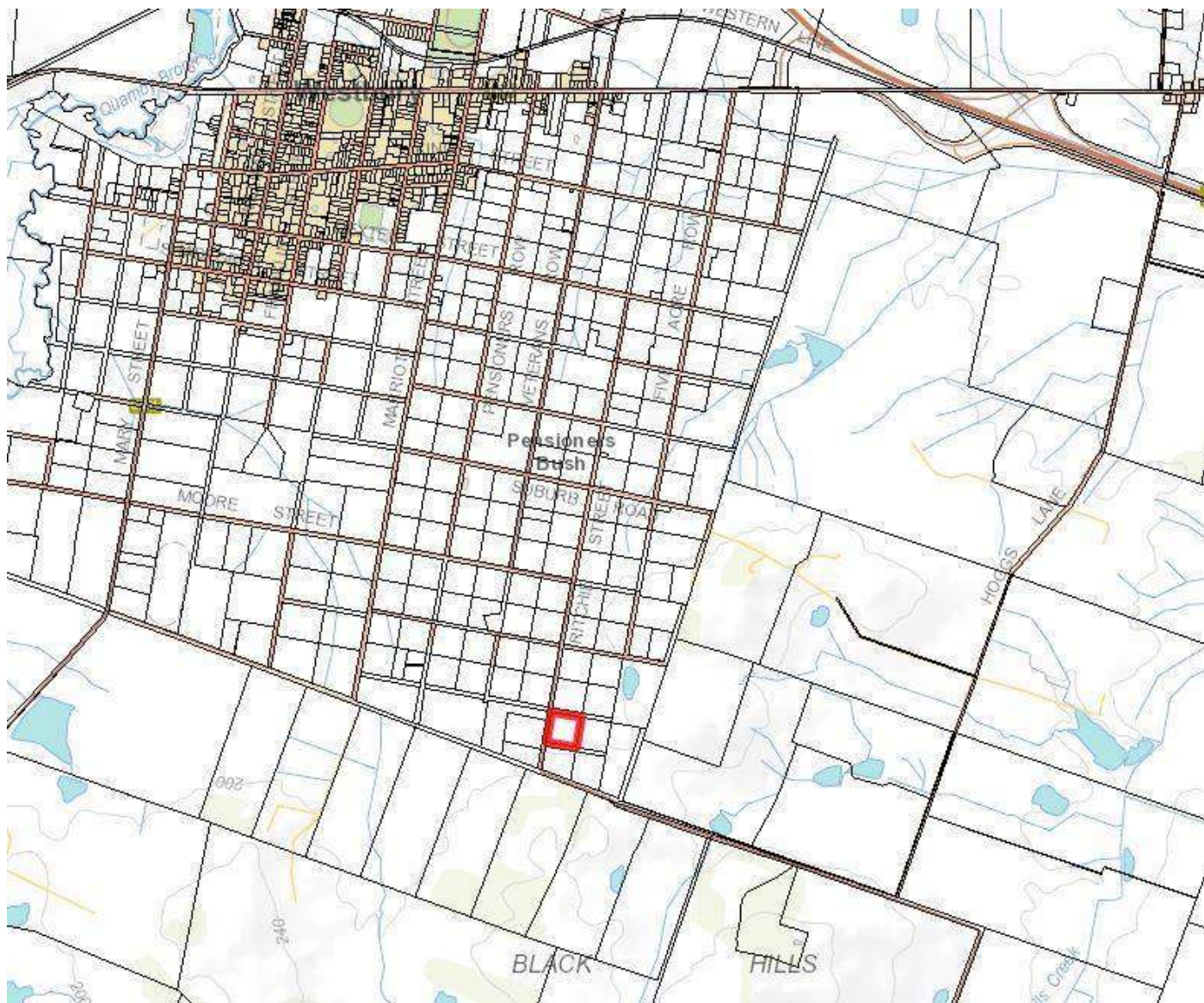


Figure 2: Location, property in red



Figure 3: Aerial Image

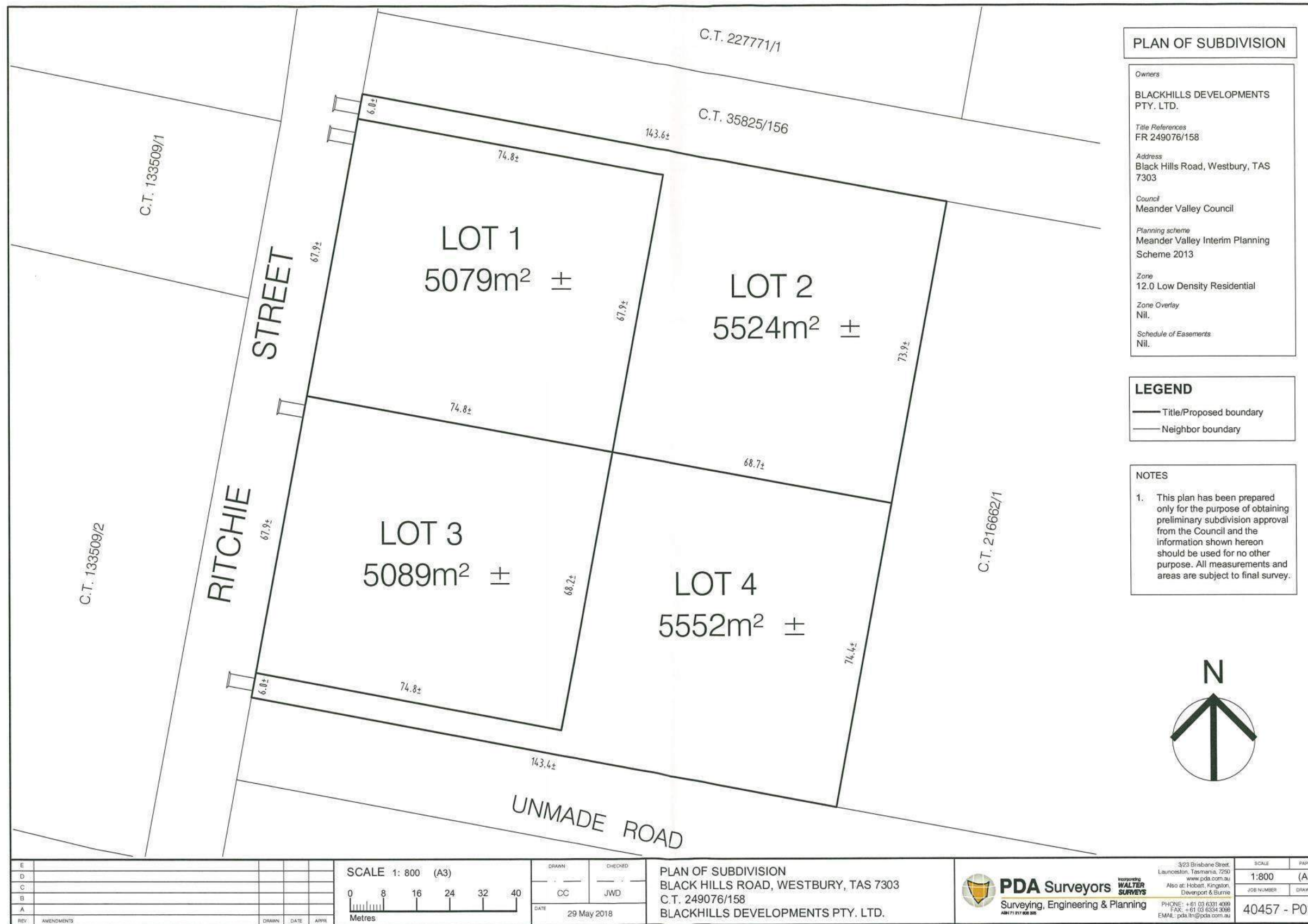


Figure 4: Proposed Subdivision Plan



**Figure 5: north from Black Hills Road, subdivision lot in middle ground**



**Figure 6: western side Richie St**





**Figure 7: NW along Richie Street**

# Bushfire Hazard Management Plan:

# Lot 1-4, Subdivision of CT 249076 /158 Richie Street, Westbury .

## Construction: BAL 12.5, BAL 19

Buildings in Bushfire Prone Area to be built in accordance with the Building Code of Australia and Australian Standard AS3959

## Building Areas

Lot	Setbacks	
	BAL 12.5	BAL 19
1-4	16 m from western boundary	11 m from western boundary
1-4	14m from all other lot boundaries	10m from all other lot boundaries

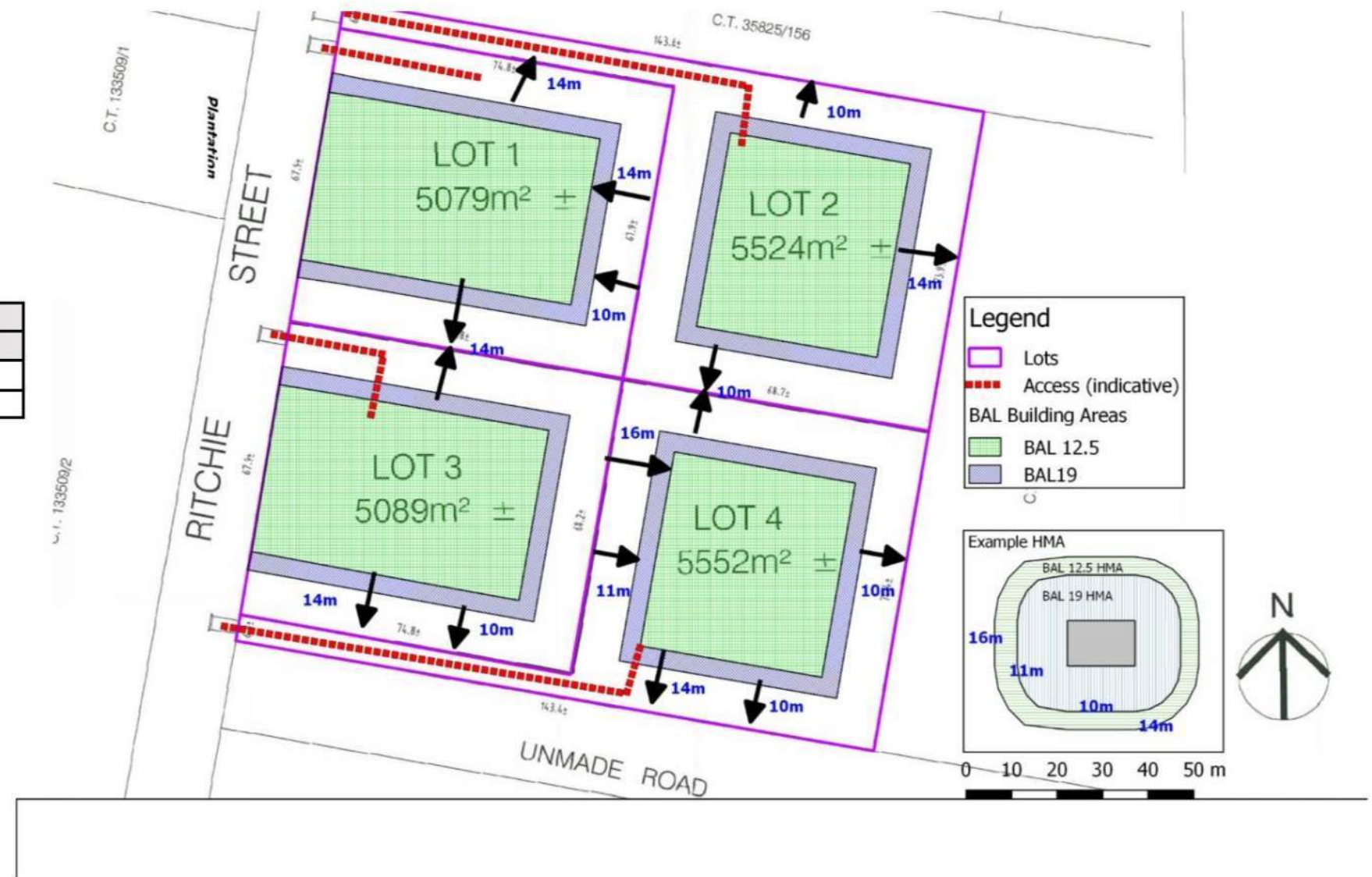
## Hazard Management Areas (HMA)

All land within the 16m downslopes and 14m in other directions from habitable buildings to be managed as low threat vegetation, including maintained lawns, gardens and orchards. Other areas of the lots may be managed as grassland.

Hazard management areas include the area to protect the buildings as well as the access and water supplies. All land within the area shown below is to be managed and maintained in a minimum fuel condition. Other areas of the lot may be managed as grassland.

Maintenance Schedule:

- Removal of fallen limbs, leaf & bark litter
- Cut lawns to less than 100mm and maintained
- Remove pine bark and other flammable garden mulch
- Prune larger trees to establish and maintain horizontal and vertical canopy separation
- Minimise storage of petroleum fuels
- Maintain road access to the dwelling and water connection point.
- Remove fallen limbs, leaf & bark from roofs, gutters and around buildings.



It is **important** to prepare your Bushfire Survival Plan, read your Community Protection Plan and know your Nearby Safer Place. These can be obtained from your Council or the Tasmanian Fire Service. For more information, visit [www.fire.tas.gov.au](http://www.fire.tas.gov.au)

Note:

It should be borne in mind that the measures contained in this Bushfire Management Plan cannot guarantee that a building will survive a bushfire event on every occasion. This is substantially due to the degree of vegetation management, the unpredictable nature and behaviour of fire and extreme weather conditions.

Scott Livingston  
 Accreditation: BFP – 105: 1, 2, 3A, 3B, 3C  
 Date 31/718  
 SRL18/38S2

N  
 L ↑ R  
 S

# Bushfire Hazard Management Plan:

Lot 1-4, Subdivision of CT 249076 /158 Richie Street, Westbury

## Water Supply

a static water supply to following standards must be installed for each building area:

The following requirements apply:

- a. the building area to be protected must be located within 90m of the fire fighting water point of a static water supply; and
- b. the distance must be measured as a hose lay, between the fire fighting water point and the furthest part of the building area.

A static water supply:

- a. may have a remotely located offtake connected to the static water supply;
- b. may be a supply for combined use (fire fighting and other uses) but the specified minimum quantity of fire fighting water must be available at all times;
- c. must be a minimum of 10,000l per building area to be protected. This volume of water must not be used for any other purpose including fire fighting sprinkler or spray systems;
- d. must be metal, concrete or lagged by non-combustible materials if above ground; and
- e. if a tank can be located so it is shielded in all directions in compliance with section 3.5 of *Australian Standard AS 3959-2009 Construction of buildings in bushfire-prone areas*, the tank may be constructed of any material provided that the lowest 400mm of the tank exterior is protected by:
  - i. metal;
  - ii. non-combustible material; or fibre-cement a minimum of 6mm thickness.

Fittings and pipework associated with a fire fighting water point for a static water supply must:

- a. have a minimum nominal internal diameter of 50mm;
- b. be fitted with a valve with a minimum nominal internal diameter of 50mm;
- c. be metal or lagged by non-combustible materials if above ground;
- d. if buried, have a minimum depth of 300mm<sup>1</sup>;
- e. provide a DIN or NEN standard forged Storz 65mm coupling fitted with a suction washer for connection to fire fighting equipment;
- f. ensure the coupling is accessible and available for connection at all times;
- g. ensure the coupling is fitted with a blank cap and securing chain (minimum 220mm length);
- h. ensure underground tanks have either an opening at the top of not less than 250mm diameter or a coupling compliant with this Table; and
- i. if a remote offtake is installed, ensure the offtake is in a position that is:
  - i. visible;
  - ii. accessible to allow connection by fire fighting equipment;
  - iii. at a working height of 450 – 600mm above ground level; and
  - iv. protected from possible damage, including damage by vehicles.

The fire fighting water point for a static water supply must be identified by a sign permanently fixed to the exterior of the assembly in a visible location. The sign must:

- a. comply with water tank signage requirements within *Australian Standard AS 2304-2011 Water storage tanks for fire protection systems*; or
- b. Comply with the Tasmania Fire Service Water Supply Guideline published by Tasmania Fire Service

A hardstand area for fire appliances must be:

- a. no more than 3m from the fire fighting water point, measured as a hose lay (including the minimum water level in dams, swimming pools and the like);
- b. no closer than 6m from the building area to be protected;
- c. a minimum width of 3m constructed to the same standard as the carriageway; and
- d. connected to the property access by a carriageway equivalent to the standard of the property access

## Property Access

Access to a to a habitable building and/or water supply point it must be constructed to the following standards:

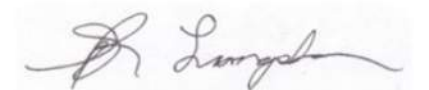
The following design and construction requirements apply to property access:

- a. All-weather construction;
- b. Load capacity of at least 20 tonnes, including for bridges and culverts;
- c. Minimum carriageway width of 4 metres;
- d. Minimum vertical clearance of 4 metres;
- e. Minimum horizontal clearance of 0.5 metres from the edge of the carriageway;
- f. Cross falls of less than 3 degrees (1:20 or 5%);
- g. Dips less than 7 degrees (1:8 or 12.5%) entry and exit angle;
- h. Curves with a minimum inner radius of 10 metres;
- i. Maximum gradient of 15 degrees (1:3.5 or 28%) for sealed roads, and 10 degrees (1:5.5 or 18%) for unsealed roads; and
- j. Terminate with a turning area for fire appliances provided by one of the following:
  - i) A turning circle with a minimum inner radius of 10 metres; or
  - ii) A property access encircling the building; or a hammerhead "T" or "Y" turning head 4 metres wide and 8 metres long.



Scott Livingston  
Accreditation: BFP – 105: 1, 2, 3A, 3B, 3C  
Date 31/7/18

SRL18/38S2



# BUSHFIRE-PRONE AREAS CODE

## CERTIFICATE<sup>1</sup> UNDER S51(2)(d) LAND USE PLANNING AND APPROVALS ACT 1993

---

### 1. Land to which certificate applies<sup>2</sup>

***Land that is the Use or Development Site that is relied upon for bushfire hazard management or protection.***

Name of planning scheme or instrument:

Meander Valley Interim Planning Scheme 2013

Street address:

Richie Street, Westbury

Certificate of Title / PID:

CT 249076/158 PID 3443456

***Land that is not the Use or Development Site that is relied upon for bushfire hazard management or protection.***

Street address:

Certificate of Title / PID:

### 2. Proposed Use or Development

---

<sup>1</sup> This document is the approved form of certification for this purpose, and must not be altered from its original form.

<sup>2</sup> If the certificate relates to bushfire management or protection measures that rely on land that is not in the same lot as the site for the use or development described, the details of all of the applicable land must be provided.

---

**Description of Use or Development:**

4 lot subdivision from 1 existing title

**Code Clauses:**

E1.4 Exempt Development

E1.5.1 Vulnerable Use

E1.5.2 Hazardous Use

E1.6.1 Subdivision

**3. Documents relied upon**

**Documents, Plans and/or Specifications**

**Title:** Plan of Subdivision

**Author:** PDA Surveyors

**Date:** 29/5/2018

**Version:** 1

**Bushfire Hazard Report**

**Title:** Bushfire Hazard Management Report, Richie Street Westbury

**Author:** Scott Livingston

**Date:** 14/6/2018

**Version:** 1

**Bushfire Hazard Management Plan**

**Title:** Bushfire Hazard Management Plan Richie Street Westbury

**Author:** Scott Livingston

**Date:** 31/7/2018

**Version:** 2

**Other Documents**

**Title:**

**Author:**

**Date:** \_\_\_\_\_

**Version:**

**4. Nature of Certificate**

**E1.4 – Use or development exempt from this code**

Assessment Criteria	Compliance Requirement	Reference to Applicable Document(s)
<input type="checkbox"/> E1.4 (a)	Insufficient increase in risk	

**E1.5.1 – Vulnerable Uses**

Assessment Criteria	Compliance Requirement	Reference to Applicable Document(s)
<input type="checkbox"/> E1.5.1 P1	Residual risk is tolerable	
<input type="checkbox"/> E1.5.1 A2	Emergency management strategy	
<input type="checkbox"/> E1.5.1 A3	Bushfire hazard management plan	

**E1.5.2 – Hazardous Uses**

Assessment Criteria	Compliance Requirement	Reference to Applicable Document(s)
<input type="checkbox"/> E1.5.2 P1	Residual risk is tolerable	
<input type="checkbox"/> E1.5.2 A2	Emergency management strategy	
<input type="checkbox"/> E1.5.2 A3	Bushfire hazard management plan	

**E1.6 – Development standards for subdivision**

**E1.6.1 Subdivision: Provision of hazard management areas**

Assessment Criteria	Compliance Requirement	Reference to Applicable Document(s)
<input type="checkbox"/> E1.6.1 P1	Hazard Management Areas are sufficient to achieve tolerable risk	
<input type="checkbox"/> E1.6.1 A1 (a)	Insufficient increase in risk	
<input checked="" type="checkbox"/> E1.6.1 A1 (b)	Provides BAL 19 for all lots	Bushfire Hazard Management Plan Richie Street Westbury v2
<input type="checkbox"/> E1.6.1 A1 (c)	Consent for Part 5 Agreement	

**E1.6.2 Subdivision: Public and fire fighting access**

Assessment Criteria	Compliance Requirement	Reference to Applicable Document(s)
<input type="checkbox"/> E1.6.2 P1	Access is sufficient to mitigate risk	
<input type="checkbox"/> E1.6.2 A1 (a)	Insufficient increase in risk	
<input checked="" type="checkbox"/> E1.6.2 A1 (b)	Access complies with Tables E1, E2 & E3	Bushfire Hazard Management Plan Richie Street Westbury v2

**E1.6.3 Subdivision: Provision of water supply for fire fighting purposes**

Assessment Criteria	Compliance Requirement	Reference to Applicable Document(s)
<input type="checkbox"/> E1.6.3 A1 (a)	Insufficient increase in risk	Bushfire Hazard Management Plan Richie Street Westbury v2
<input type="checkbox"/> E1.6.3 A1 (b)	Reticulated water supply complies with Table E4	
<input type="checkbox"/> E1.6.3 A1 (c)	Water supply consistent with the objective	
<input type="checkbox"/> E1.6.3 A2 (a)	Insufficient increase in risk	
<input checked="" type="checkbox"/> E1.6.3 A2 (b)	Static water supply complies with Table E5	
<input type="checkbox"/> E1.6.3 A2 (c)	Static water supply is consistent with the objective	



## 5. Bushfire Hazard Practitioner<sup>3</sup>

<b>Name:</b>	Scott Livingston	<b>Phone No:</b>	0438 951 021
<b>Address:</b>	12 Powers Road	<b>Fax No:</b>	
	Underwood	<b>Email</b>	scottlivingston.lnra@gmail.com
	Tasmania	<b>Address:</b>	
			7250
<b>Accreditation No:</b>	BFP – 105	<b>Scope:</b>	1, 2, 3A, 3B, 3C

## 6. Certification

I, certify that in accordance with the authority given under Part 4A of the Fire Service Act 1979 –

The use or development described in this certificate is exempt from application of Code E1 – Bushfire-Prone Areas in accordance with Clause E1.4 (a) because there is an insufficient increase in risk to the use or development from bushfire to warrant any specific bushfire protection measure in order to be consistent with the objectives for all the applicable standards identified in Section 4 of this Certificate.

or

There is an insufficient increase in risk from bushfire to warrant the provision of specific measures for bushfire hazard management and/or bushfire protection in order for the use or development described to be consistent with the objective for each of the applicable standards identified in Section 4 of this Certificate.

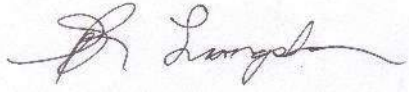
and/or

The Bushfire Hazard Management Plan/s identified in Section 3 of this certificate is/are in accordance with the Chief Officer's requirements and can deliver an outcome for the use or development described that is consistent with the objective and the relevant compliance test for each of the applicable standards identified in Section 4 of this Certificate.

<sup>3</sup> A Bushfire Hazard Practitioner is a person accredited by the Chief Officer of the Tasmania Fire Service under Part IVA of Fire Service Act 1979. The list of practitioners and scope of work is found at [www.fire.tas.gov.au](http://www.fire.tas.gov.au).

**Signed:**

certifier



---

**Date:** 31/7/2018

**Certificate No:** SRL18/40S2

**CERTIFICATE OF QUALIFIED PERSON – ASSESSABLE  
ITEM**

**Section 321**

Form **55**

To:  *Owner /Agent*

*Address*

*Suburb/postcode*

**Qualified person details:**

Qualified person:

Address:

Phone No:

Fax No:

Licence No:

Email address:

Qualifications and Insurance details:

*(description from Column 3 of the Director's Determination - Certificates by Qualified Persons for Assessable Items)*

Speciality area of expertise:

*(description from Column 4 of the Director's Determination - Certificates by Qualified Persons for Assessable Items)*

**Details of work:**

Address:

Lot No:

Certificate of title No:

The assessable item related to this certificate:

*(description of the assessable item being certified)*

*Assessable item includes –*

- a material;
- a design
- a form of construction
- a document
- testing of a component, building system or plumbing system
- an inspection, or assessment, performed

**Certificate details:**

Certificate type:

*(description from Column 1 of Schedule 1 of the Director's Determination - Certificates by Qualified Persons for Assessable Items n)*

This certificate is in relation to the above assessable item, at any stage, as part of - *(tick one)*

building work, plumbing work or plumbing installation or demolition work:

or

a building, temporary structure or plumbing installation:

In issuing this certificate the following matters are relevant –

Documents:

Relevant

calculations:

Australian Standard 3959

- Interim Planning Directive No.1.1
- Building Amendment Regulations 2016
- Director of Building Control, Determination
  - Application of Requirements for Building in Bushfire Prone Areas. (Aug 2017)
- Guidelines for development in bushfire prone areas of Tasmania

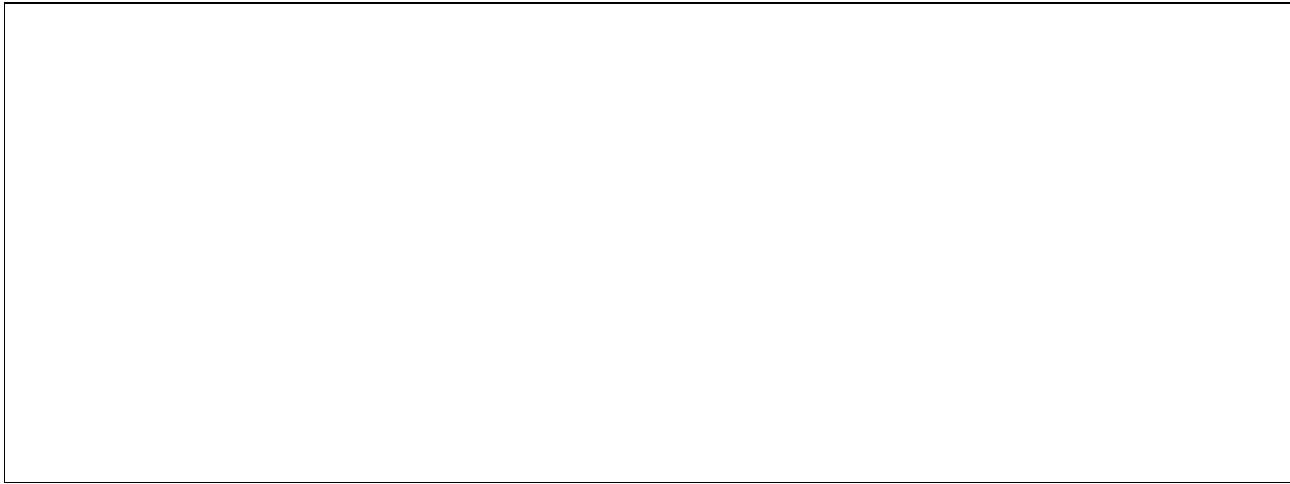
*Substance of Certificate: (what it is that is being certified)*

1. Assessment of the site Bushfire Attack Level (BAL) to Australian Standards 3959
2. Bushfire Hazard Management Plan

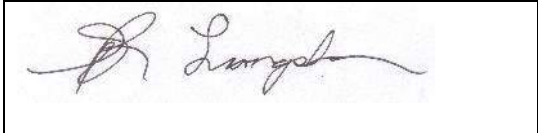
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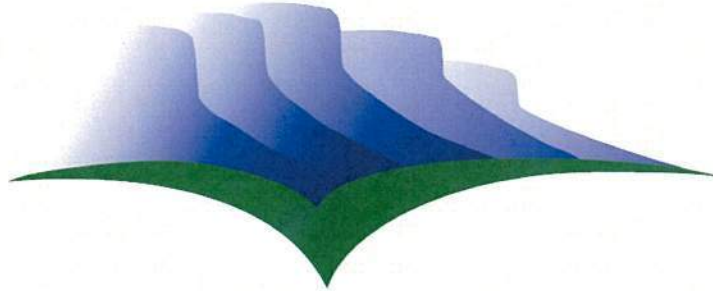
*Scope and/or Limitations*

---



**I certify the matters described in this certificate.**

	<i>Signed:</i>	<i>Certificate No:</i>	<i>Date:</i>
Qualified person:		SRL18/40S2	31/7/2018



# Meander Valley Council

W O R K I N G T O G E T H E R

## Public Open Space contribution

In accordance with Clause E10.0 of the Meander Valley Interim Planning Scheme 2013 the General Manager gives consent that no land is required for public open space but instead there is to be a cash payment in lieu for PA\18\0253 Subdivision (4 lots) at land located off Ritchie Street, Westbury CT 249076\158

Signed:

Martin Gill  
**GENERAL MANAGER**

4 July 2018

**From:** sharon earl  
**Sent:** 10 Sep 2018 04:41:38 +0000  
**To:** Planning @ Meander Valley Council  
**Subject:** Black hills Development PA\18\0253

To General Manager,

I write in objection regarding Black Hills Development, Land off Ritchie St Westbury.  
Proposal of subdivision 4 lots.

I feel this is a very dangerous position of the road to be considering subdivision of Not 1 lot but 4 for future building purposes. May I point out already over 400 car movements along Ritchie Street per day according to recent documentation I've read. I couldn't imagine another 4 driveways in this area adding to the car flow on a daily basis.

The situated area of proposal is located in a well spread out location with neighboring bush land and to have a cluster of homes built on this unlevel block would seem not in keeping with its current surroundings, along with a potential high fire risk due to a well established existing dwelling surrounded in gum trees being less then an alarming 100m away from this vegetation on land that is greater than 1ha in size. In the bush fire plan I read management of the area would be removal of fallen limbs, leaf and bark, to cut lawns to less than 100mm maintained, to remove pine bark and other flammable garden mulch, to minimise storage of petroleum fuels and so on, who will be monitoring this?

The risk lies in hope that people comply, which is putting vulnerable people and homes at risk.

Regards Sharon Earl  
76 Suburb Road  
Westbury 7303

Get [Outlook for iOS](#)



**From:** Sheila Williams  
**Sent:** 10 Sep 2018 16:43:05 +1000  
**To:** Meander Valley Council Email  
**Subject:** PA/18/0253

Attention Justin Simons

Further to my general letter there are issues with the subdivision of PA /18/0253.

Access to and from the property ,as it is some what of a blind corner.Traffic in both directions would need to be very alert.I am told that that area is badly drained too.

Sheila Williams

Sent from my iPad

Date : 10<sup>th</sup> September 2018

To : General Manager, Meander Valley Council

From : Kathryn Masters (adjoining property owner)

Re : Blackhills Dev P/L – PA/18/0253

Subdivision (4lots)

Thank you for informing me re above proposed subdivision.

My concerns with this development are :

- I have bought a rural property bordering on to the proposed subdivision in Ritchie Street. I am concerned that the proposed subdivision will have a greater financial obligation to me regarding fencing. If the blocks remain as they are I will only be obligated for a share in farm fencing etc. Example wire/post.
- If the proposed subdivision goes ahead I could be potentially required to contribute towards non rural fencing on 3 separate titles. Example colour bond style/timber.  
Thus being more expensive than typical rural fencing of which I only require having bought a rural property in a rural area.
- My other concern is the 3 titles – backing on to my property may differ in what style/product they require. I believe this could ultimately devalues my rural property.

My suggestion is the developer is required to construct a boundary fence of uniform style at their expense and a clause to ensure future buyers of the titles remain with the same fence type as the developer to ensure my property has a uniform boundary and outlook.

Kathryn Masters  
Lot 1 Ritchie Street

Index No.		20617	
Doc No.		1267963	
RCVD	10 SEP 2018	MVC	
Action Officer	JS	Dept.	CDS
EO		OD	✓

1 Reid Street  
WESTBURY 7303

8<sup>th</sup> September, 2018

Mr. Martin Gill  
General Manager  
Meander Valley Council  
26 Lyall Street  
WESTBURY 7303

Dear Sir,

Re: Planning Application advertised on 1st September, 2018, PA /18/ 0253 Land off Ritchie Street for a 4 Lot Subdivision

As the owners of the property situated at 1 Reid Street, Westbury known as "Diamond Park" operating as Westbury Boarding Kennels and Cattery we strongly object to this development for the following reasons:

1. A four lot subdivision (5000 sq metres each on 5 acres) is not in character with the area known as "Pensioners Bush". These lots were allocated to settlers thus carrying significant heritage value (as street names), currently the majority of properties are five acres plus and have existing wells used for water supply.  
In recent times these lots have been purchased for lifestyle and rural living purposes and are surrounded by 50 acre farmlets.
2. Windsor Street, still defined as an unmade road is adjacent to proposal with the developer also owning land opposite allowing for further possible subdivisions.
3. In December 2015 Reid Street was renamed by Council due to confusion for essential services locating properties.  
Imagine new subdivision access for these properties requiring an ambulance etc.
4. Kennels operated as a business since 1990 after property purchased in 1986 from Councillor, S L Clark, on the advice of Geoff Fellows and Alan Harvey, Health Inspector for the Westbury Council at that time.  
Additional Crown Land purchased in 1997 for privacy and access purposes (part of East Street) adjoining property.

5. Increased housing density with-in 200 metres of established business of 28 years is a concern despite previous Council surety of re-location from Pensioners Row at considerable expense, with buildings and infrastructure to conform with requirements.
6. Proposed subdivision questionable as states previous subdivisions allowed are "in keeping of area".  
(These have been approved fronting onto main access off Ritchie Street and Reid Street, not internal blocks of 5000 square metres, 1 ¼ acres)
7. Lots A and B (5 acres) advertised for sale a "Lifestyle Waiting" off Ritchie by same developer actually off Russell Street. (see attached)  
Despite being sold, purchasers not notified as adjoining landowners as still obviously titled to developer.
  - Council has since given new defined owner Kathryn Masters an extension of time to object proposal as Rural fencing v Subdivision fencing is an additional expense having also purchased section known as Russell Street between our property boundary and Ritchie Street.

Your consideration of our concerns would be appreciated.

I am available for contact by mobile 0407 875 323 at any time.

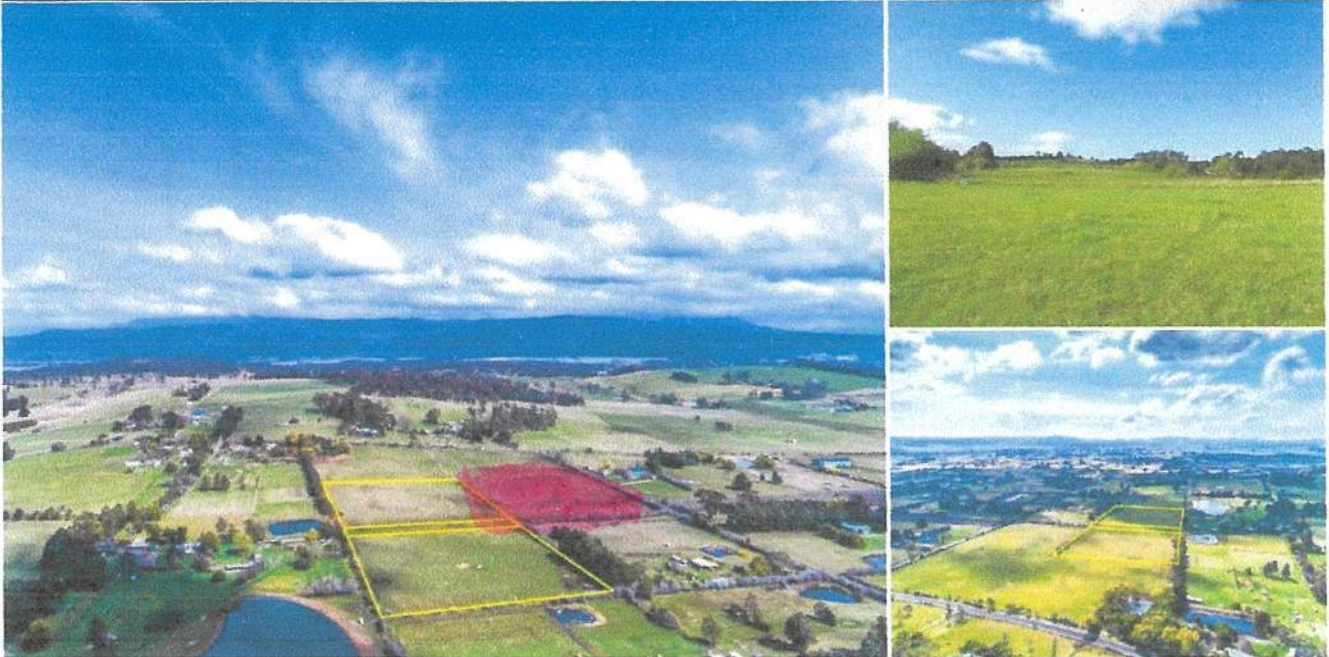
Yours Faithfully



Richard Stamford

## Lots A & B Ritchie Street, Westbury, Tas 7303

Residential Land



### Lifestyle waiting

Offers over \$145,000 each

Choice of two, approximately 2 hectare blocks, both gently sloping with established pasture, country and mountain views. Excellent access and very private, zoned Rural Living and ready to build on. Only minutes from the ever popular heart of Westbury, with its school, shops and facilities and approximately 25 minutes into central Launceston. Definitely an opportunity to build yourself that lifestyle home you have always dreamed of.

### Upcoming Inspections

Inspect by appointment, contact agent.

### Roberts Real Estate - Longford

18 Marlborough Street Longford, Tas 7301



**Jeff Carins**

0418 593 676

10/9/2018. /

Geoff Pearn.

Index No.	20617		
Doc No.	1267942	227	Veterans Row
RCVD	10 SEP 2018	MVC	Westbury T303
Action Officer	JS	Dept.	CDS
EO		OD	✓

Planning Application  
PA11810253

Dear GENERAL MANAGER Meander Valley Council

Geoffrey Pearn of the ABOVE ADDRESS.

SUBJECT to the SUBDIVISION of Land. around. The Ritchie Street.  
AND other areas. off this street.

THIS type of SUBDIVISION is NOT IN the Keeping of this Area.  
AND I'm suprised that You would want this to GO AHEAD. as MY.  
Wife AND I spent many. ATTENDANCES IN your Council Room. IN  
REGARDS to opening a. ROAD IN RIED STREET Just 150 metres in Length.  
We had Letters. From AMBULANCE ATTENDANTS & A LIST OF REASONS.  
WHY But this NEVER Went AHEAD, MORE than ONE councilers had already  
said that People who LIVED HERE, WANTED to keep it this way.  
Thats. why they MOVED to this area To have the Space.  
THIS AMAZES Me So Much that all OF A SUDDEN it SUITS  
you to. change the Rules when we only had. The safety of  
Peoples lives at. intrest, AND some other Reason Why this shouldnt  
GO AHEAD. ARE. Roads have Been Sold off and Built 'IN'

Roads are UNSealed and IN POOR Conclition,  
NATURE strips are hardly ever Mowed out here.

Roads. are Being Leased. By. Other People which will  
Stop. anyone from Being able to Subdivide. or People have applie  
To lease them. & Remember the More traffic the More Dust we  
(HAVE IN water tanks)

I have all Documentation of. MEETINGS ATTENDED.

Yours. Truly,  
Geoff Pearn

G Pearn  
Pearn

251 Mannott St.  
Westbury.

10<sup>th</sup> Oct. '18.

Index No. <b>SO2-05-019</b>		
Doc No. <b>1267696</b>		
RCVD	<b>10 SEP 2018</b>	MVC
Action Officer: <b>MG</b>	Dept. <b>G</b>	
EO		OD <input checked="" type="checkbox"/>

General Manager,  
Planning Dept.  
Westbury Council Chambers,  
Westbury.

Dear Sir,

I am most disturbed by the number of submissions into 2, 3, 4, lots per 5 acres, in area known locally as Pensioners' Bush at Queenstown. This land was given by Queen Victoria's government to Military Irish Pensioners to defend the colony in case of invasion or civil uprising.

Each division was 5 acres together with a house, well, and an apple or pear tree. Many of these wells are still used and the trees continue to fruit. They are very much a part of Westbury's heritage.

(HERITAGE - something that is handed down from the past - a tradition or inheritance).

If land is needed for residential use I am sure there is plenty which does not fall within the 5 acre zone.

There is an article in September's Meander Gazette titled "Comment on State of Play" which makes a few appropriate comments I believe.

eg. 1. "Councils must take a serious look at how well they communicate with their communities - we have received no communication until very recently."

2. "Westbury people - - - want a village atmosphere for their town"

3. councillors "created the industrial Valley Central and wanted people working there to think Westbury would be a good place to live".

Is this why some folk are keen to subdivide?

I request that no further permits are issued for subdivision until a meeting of 5 or 6 block owners either have a meeting or fill in a survey stating their interests. I believe most of them cherish their inheritance.

Perhaps the most unfortunate outcome of these changes is that there is now conflict between neighbours, divide or do it.

My experience of Westbury since moving here is of friendliness and helpfulness with all I have come in contact and I cherish that too.

Yours sincerely

Sheila Williams



Index No. 20617	
Doc No. 1267636	
RCVD	10 SEP 2018 MVC
Action Officer JS	Dept. JCS
EC X	OD ✓

Mr D. Tucker,  
39 Reid Street,  
Westbury, Tas  
7303

7.09.2018

Planning Application:  
PA1810253

Dear General manager, Meander Valley Council,

( E. Dennis Tucker of 39 Reid Street, Westbury, Tasmania 7303 Object to the subdivision of land situated at Ritchie Street, Westbury, Tasmania 7303 for the prospect of building purposes.

The area in question is zoned low density residential. To me, this means land comprised mainly of low density housing where the planning objective is to protect the locality's single dwelling character and landscape. These types of dwellings are often associated with rural residential areas where the housing density is very low.

I do not believe this area is sustainable to support the number of dwellings intended.

This proposed subdivision of 4 houses on 5 acres is not in keeping with the character of the area or protecting the landscape. A subdivision of this magnitude is more suitable to the town area.

I believe this proposed subdivision will totally demoralize the ambience of the area and is not in keeping with the low density residential theme or character of the area.

I strongly believe members / councillors, town planners of the Meander Valley Council need to look at an area in person and visualise just how that particular area would look with 4 dwellings stacked upon each other.

Regards



Dennis Tucker

Derris Jean Tucker,  
39 Reid Street,  
Westbury, Tas. 7303

20617	
1267635	
10 SEP 2018	MVC
on Officer JS	Dept. OS
X	OD ✓

7/9/2018

Planning Application

PA/1810253

Dear General Manager

Meander Valley Council

I, Derris Jean Tucker, of 39 Reid Street, Westbury, Tas.7303

object to the subdivision of land situated at Ritchie Street, Westbury, Tasmania, 7303 for the prospect of building purposes.

The area in question is zoned low density residential. To me this means land composed mainly of low density housing where the planning objective is to protect the locality's single dwelling character and landscape. These types of dwellings are often associated with rural residential areas where the housing density is very low.

I do not believe this area is sustainable to support the number of dwellings intended.

This proposed subdivision of 4 houses on 5 acres is not in keeping with the character of the area or protecting the landscape. A subdivision of this magnitude is more suitable to the town area.

I believe the proposed subdivision will totally demoralize the ambience of the area and is not in keeping with the low density residential theme or character of the area.

I strongly believe members/councillors, town planners of the meander valley council need to look at the area in person and visualise just how that particular area would look with 4 dwellings stacked upon each other.

Regards,

*D. Tucker*

**From:** Karen Murray  
**Sent:** 8 Sep 2018 23:14:01 +1000  
**To:** Planning @ Meander Valley Council  
**Subject:** Proposed subdivision of land off Ritchie Street, Westbury Tasmania.

Planning Application:  
Pa\18\0253

8.09.2018

Dear General Manager, Meander Valley Council

We, Beryl Murray of 96 Suburb Road, Westbury Tasmania 7303 and Karen Murray of 24 Five Acre Row, Westbury Tasmania 7303 object to the subdivision of land off Ritchie Street, Westbury Tasmania 7303 for the prospect of building purposes.

This area in question is zoned low density residential. This means land comprised mainly of low density housing where the planning objective is to protect the locality's single dwelling character and landscape. These types of dwellings are often associated with rural residential areas where the housing density is very low.

This proposed subdivision of 4 dwellings on 5 acres is not in keeping with the character of the area. This is a rural area where many of the dwellings have land attached, namely 5 acres or more. By allowing such a development to occur would be grossly out of place. This type of development is more suitable in the town area.

We do not believe that this area is sustainable to support the number of dwellings intended because of the lack of services in this particular area. If the land were to be subdivided into 5 acre blocks only, we couldn't see a problem with that but as it stands, this would not be in keeping with the character or ambience of this particular area.

Regards

Signed: Beryl Murray  
96 Suburb Road,  
Westbury Tasmania. 7303

Contact number: 0488 037 387


Signed: Karen Murray  
24 Five Acre Row,  
Westbury Tasmania. 7303

Contact number: 0419 574 536

## Justin Simons

---

**From:** Megan <meganparr@aapt.net.au>  
**Sent:** Sunday, 2 September 2018 11:28 AM  
**To:** Planning @ Meander Valley Council  
**Subject:** Planning Application No: PA\18\0253

**APPLICATION NO:** PA\18\0253  
**APPLICANT:** PDA Surveyors - obo - Blackhills Dev P/L  
**ADDRESS:** Land off Ritchie Street, WESTBURY (CT: 249076/158)  
**PROPOSAL:** Subdivision (4 lots) - general suitability, lot area, not connected to reticulated water, sewage or stormwater  
**CLOSES:** Monday 10 September 2018  
[PA\18\0253](#)  (5530 kb)

Dear Sir/Madam,

I would like to raise an objection to the above proposed planning development. I believe this development is not in keeping the current housing density in this area. This area is on the outskirts of Westbury and is semi-rural. Most houses in the area sit on 5 acres or more. Being on the outskirts these lots will be near larger properties that use agricultural machinery and chemicals. This may result in conflict with those who purchase 'residential' housing blocks in this area.

Megan Parr  
800 Blackhills Road  
Westbury



This email has been checked for viruses by Avast antivirus software.

[www.avast.com](http://www.avast.com)

## Justin Simons

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**From:** Megan <meganparr@aapt.net.au>  
**Sent:** Saturday, 8 September 2018 10:04 AM  
**To:** Planning @ Meander Valley Council  
**Subject:** FW: Planning Application No: PA\18\0253

I would like to add further comments to my previous objection.

This development appears to be at odds with the Meander Valley Interim Planning Scheme 2013 which states:  
Westbury

- a) The low density character of the peripheral areas of the settlement are a distinctive feature of Westbury, reinforced by a strong grid pattern of roads and prominent hedge rows that border existing lots.
- b) Future development is to maintain a density and pattern that keeps the distinction between the inner serviced core and the peripheral low density zone (p12-3).

This subdivision is not in keeping with the surrounding low density housing.

The planning scheme also states

Low-density Residential Development in Rural Areas • Promote low density residential and rural lifestyle  
Development in specifically zoned areas provided the location and design of such development fulfils criteria related to: - the protection of agricultural land; - respect for conservation values; - landscape protection; - services and infrastructure; - roads and drainage and utility standards (pA-3).

There are inadequate services and infrastructure to support increased residential capacity in this area of Westbury. There are no footpaths to ensure that pedestrians can safely walk off the roadways. No curbing and guttering. There are no sewerage or water supplies.

Megan

**From:** Megan <meganparr@aapt.net.au>  
**Sent:** Sunday, 2 September 2018 11:28 AM  
**To:** 'planning@mvc.tas.gov.au' <planning@mvc.tas.gov.au>  
**Subject:** Planning Application No: PA\18\0253

**APPLICATION NO:** PA\18\0253

**APPLICANT:** PDA Surveyors - obo - Blackhills Dev P/L

**ADDRESS:** Land off Ritchie Street, WESTBURY (CT: 249076/158)

**PROPOSAL:** Subdivision (4 lots) - general suitability, lot area, not connected to reticulated water, sewage or stormwater

**CLOSES:** Monday 10 September 2018

[PA\18\0253](#) (5530 kb)

Dear Sir/Madam,

I would like to raise an objection to the above proposed planning development. I believe this development is not in keeping the current housing density in this area. This area is on the outskirts of Westbury and is semi-rural. Most houses in the area sit on 5 acres or more. Being on the outskirts these lots will be near larger properties that use agricultural machinery and chemicals. This may result in conflict with those who purchase 'residential' housing blocks in this area.

Megan Parr  
800 Blackhills Road  
Westbury

## Justin Simons

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**From:** lanparr@aapt.net.au  
**Sent:** Sunday, 9 September 2018 4:27 PM  
**To:** Meander Valley Council Email  
**Subject:** PA.18.0253

Dear Sir or Madam,

Please find below comments in relation to the planning application PA.18.0253

Best regards,  
Ian Parr

Re PA.18.0253

It is my belief that this proposed development is inappropriate for the location. I submit the following comments in support of that view.

The application states that 'The subdivision is in character with the surrounding development in the area'. I disagree with this statement, there are no lots of that size within the immediate vicinity. Most blocks are of 3 – 15 acres in size and rural in nature and appearance. These blocks on the periphery of Westbury tend to be visually more in keeping with the adjacent rural zone. The proposed 4 blocks of approximately 1.25 acres are incompatible with the surrounding landscape and will detract from the amenity and character value of existing properties.

Of particular concern is the layout of the blocks whereby 2 of the lots have a small road frontage and will be immediately behind the 2 lots adjoining the road. This is not in keeping with the surrounding area. I note from the application that the back 2 lots do not meet the requirement of Clause A1(b) and as such I would argue that the lots fail to meet the Performance criteria P1(e) which states 'development that would not adversely affect the amenity of, or be out of character with, surrounding development and the streetscape'

Under the current interim scheme Section 12.1.3 Desired Future Character Statements contains the following statements for Westbury:

The low density character of the peripheral areas of the settlement are a distinctive feature of Westbury, reinforced by a strong grid pattern of roads and prominent hedge rows that border existing lots.

Future development is to maintain a density and pattern that keeps the distinction between the inner serviced core and the peripheral low density zone.

In my opinion this proposed development does not satisfy these requirements. Blocks of this size on the periphery of this zone fails to keep the distinction between the inner serviced core and the peripheral low density zone and would be more appropriate closer to the residential zone of Westbury.

## Justin Simons

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**From:** jlh00jlh <jlh00jlh@gmail.com>  
**Sent:** Sunday, 9 September 2018 9:39 PM  
**To:** Planning @ Meander Valley Council  
**Subject:** PA/18/0253 land off Ritchie St Westbury

As a near by resident/rate payer to the above proposed development application, I have concerns that allowing such subdivision will detract from the unique nature of the greater Westbury layout.

Under the Meander Valley interim planning scheme 2013, if current 2 ha lots are allowed to be split down into approximately 0.5 ha blocks, I believe the rural character will be lost and is something that can not be regained.

Kind regards

Signed  
John McKimmie

John McKimmie  
798 Black Hills Rd  
Westbury Tas 7303.  
Ph 0487227024.

Sent from my Samsung Galaxy smartphone.



# Matthew Eberle

264 Ritchie St • Westbury, TAS 7303 • Phone: 0409 004 119  
E-Mail: meberle@gradco.com.au



Date: 9<sup>th</sup> September 2018

Meander Valley Council  
The General Manager  
PO Box 102,  
WESTBURY, TAS, 7303

Dear General Manager,

Re: Planning Application - PDA Surveyors - obo - Blackhills Dev P/L - PA\18\0253

We the residents and owners of the property at 264 Ritchie St, being Matthew Eberle and Kuniko Ishihara, formally object to the proposed subdivision of land off Ritchie St. We have serious concerns over the following issues associated with the proposed subdivision lot size and subsequent potential end use given that the lots will not be connected to reticulated water, sewage and stormwater.

- The development is not in keeping with historical small landholding nature of Westbury that dates back to land granted to Military Pensioners (up to 10 acres with bore and pear tree) - that has contributed to the character of the area. It was this feature of the housing density / land size and the military history and significance of the lots that attracted my wife and I, both professionals working in the region, to Westbury. Some of our neighbors have long-established businesses that may be impacted by greater housing density - for example Mr R. Stamford at 1 Reid St, who runs boarding kennels that our family relies upon regularly. The proposed subdivided lots are quite close to his business, and it would be unfair for any new residents of these lots to pressure the council to place restrictions on his existing business, or complain about the nature of his business. We also have livestock and are concerned that a new development across the street will create potential for complaints relating to livestock (noise and smells), which in the past define the character of the street and area. Like others have experience recently in Westbury, we can see a time in the future where our lifestyle will be under attack by those who move across the road, knowing full well the nature of activities in the local vicinity, whether it be; boarding kennels, greyhound / dog breeders, horse-lovers, or subsistence and small-scale farming, but still move here and then proceed make upheld complaints to a council that did nothing to protect the interests of it's existing ratepayers and community members.
- Lot size - given there will be no sewer or stormwater services to the lots, there will be additional pressure on existing above ground drainage swales which pass adjacent to our property, potentially bringing pathogens and other sources of contamination and public health risks. Any septic (leach) fields associated with these lots, in addition to the wastewater contaminated runoff, will place the groundwater and existing bores in the area at risk, and there are many landowners that rely on these bores for gardens, orchards, and livestock - including our family. The drains in the vicinity of the proposed subdivision are poorly maintained, with water ponding and stagnating for long periods of the year. The quality of the ponded water seems to be already compromised and a potential risk to public health.



- The higher than existing density of housing that would in all likelihood result from this subdivision will greatly impact of the rolling hills aesthetic and outlook afforded by previous generous and sustainable landholding size, where the natural environment backdrop thankfully still dominates (and given the logo of the council – ironically suggests it values too). We do not want to live next door to a Tasmanian equivalent of Caroline Springs / (insert name of massive mainland lego-land development here), where the capacity of MVC to ensure some level of harmonious integration / design in keeping with the character of the area does not exist, and where the outcome will be ill-conceived, planned and implemented (look at some areas in Perth – ugly! But this is where we are heading)

We are also particularly concerned that the zoning of our property and others in the area appears to have changed since our purchase in Ritchie St in 2015. We have not been formally advised of any changes that may affect us significantly by registered post or consulted in any way directly over any changes. Other residents and owners we have been in contact with recently express similar concerns – that council are not being upfront and transparent with owners or engaging with them over any proposed changes. If this development were to be passed my wife and I would not hesitate to join a significant group of other landowners in the area to publicly express extreme discontentment with the direction being taken by MVC and the currently elected councilors. We would also encourage this group to revisit the decisions and processes taken around any zoning changes, to ensure that all ‘i’s were dotted and ‘t’s crossed, and that the zoning that has been imposed upon us is what the people living in the region agree with.

We would have fewer objections to the subdivision of larger lots (10 acres or greater) being subdivided down to a maximum of 5 acres, with no potential for future or further subdivision – provided public health issues and infrastructure requirements are being met. A 5 acre minimum lot size would help ensure future use and amenity of any new lots are in keeping with surrounding lot use and amenity, and the lifestyle that many of the existing local community value so greatly would not be eroded by those seeking to make a fast buck prior to retiring and / or moving on.

We have watched recent events unfolding on similar sized parcels of land closer to town and Meander Valley Road have new buildings ‘plonked’ on the rear of blocks, or smaller lots, and in our opinion it is changing the character of the town and surrounding area, and not for the better. The buildings and newly modified streetscapes look “un-planned”, hap-hazard even, and infrastructure does not appear to be keeping up. We, like others in the area have indicated to us, prefer to forego the ‘infrastructure’ and services often associated with it, for the simplicity of lifestyle and outlook we moved here to enjoy.

Once again we confirm our strongest objection to this application and any future similar ones.

Yours Sincerely,

Matthew Eberle and Kuniko Ishihara

264 Ritchie St, Westbury.

To: General Manager  
Meander Valley Council  
26 Lyall Street  
Westbury Tasmania

Date: 9<sup>th</sup> September 2018

**Objection to planning application PA\18\0256**

Dear General Manager,

I, Mark John of 16 Allotment Parade Westbury wish to strongly object to the recent decision by Council to approve the proposed sub-division of land at 61 Veterans Road Westbury Tasmania.

I feel that the Meander Valley Council have completely disregarded the objection to the proposed sub-division from the majority of residents in this area. The council has a duty of care to look after the interests and lifestyle of its residents and in this case this has not been shown.

The reason we choose to live in this area is for the space from neighbours low traffic volumes and peace and quiet. By allowing the sub-division of 61 Veterans Road along with the countless other sub-divisions already granted and more awaiting approval you have effectively taken away our lifestyle.

The Meander Valley Council needs to reconsider its decision and vote against this sub-division and all others proposed in this area and allow those of us who reside here to keep enjoying the lifestyle we currently have. Not to reconsider your decision would show a complete disregard to the majority of residents who reside in this area and oppose this application.

Kind Regards,

Mr Mark John  
16 Allotment Parade  
Westbury Tasmania  
7303

# **C&DS 3 65 MEANDER VALLEY ROAD, HAGLEY - SINGLE DWELLING**

## **1) Introduction**

This report considers application PA\19\0014 for a Single dwelling on land located at 65 Meander Valley Road, Hagley (CT: 16431/1) with access via CT:16431/8.

## **2) Background**

### **Applicant**

Prime Design

### **Planning Controls**

The subject land is controlled by the *Meander Valley Interim Planning Scheme 2013* (referred to in this report as the 'Scheme').

### **Use & Development**

This application is for the development of a single dwelling on an existing title within Hagley Township. A new access will be constructed onto Meander Valley Road to service the development. An indicative site plan and front elevation are shown in Figure 1 & 2 below. Detailed plans of the proposed dwelling are included in the attached documents.

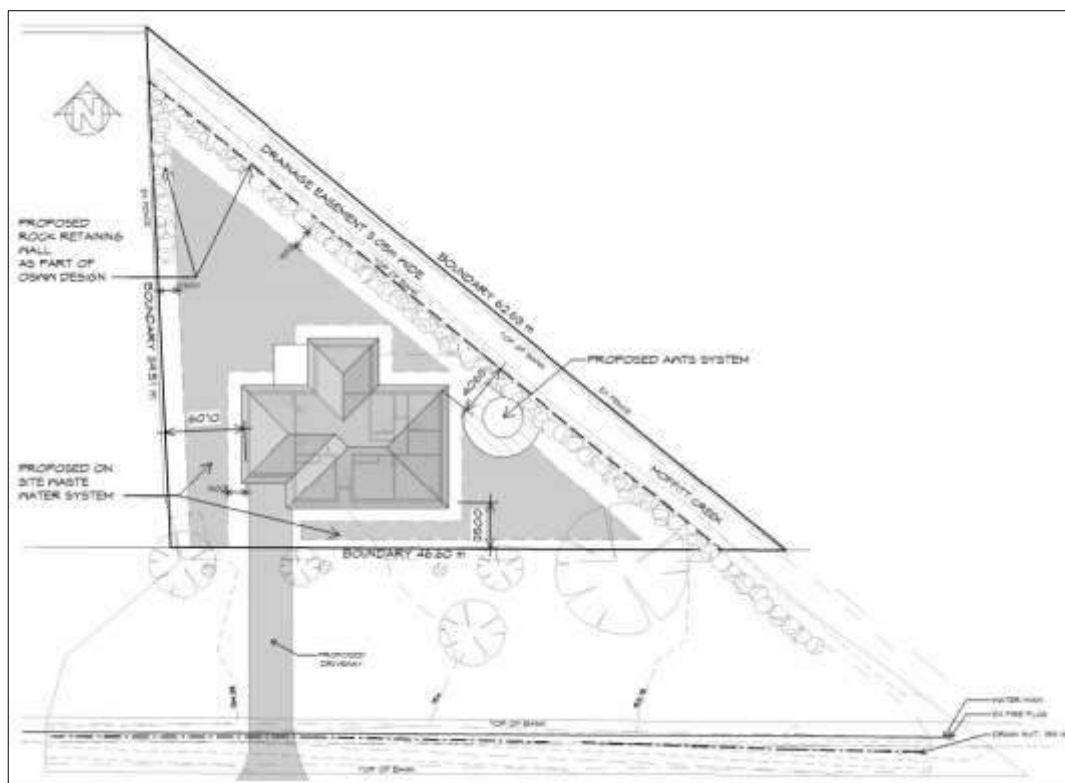


Figure 1: proposed site plan (Prime Design, 2018)



Figure 2: front elevation of proposed dwelling (Prime Design, 2018)

### **Site & Surrounds**

The subject title (CT: 16431/1) has a triangular shape and area of 900m<sup>2</sup>. A drainage easement and open drain runs along the north-east boundary. The land is currently vacant with a small amount of domestic vegetation. The land is separated from Meander Valley Road by a separate privately owned title (CT:16431/8), over which the subject land has a right of way. Other than access, the proposed dwelling will be contained within (CT: 16431/1).

The title is located within a linear strip of residential lots fronting Meander Valley Road. The land to the west has been developed with a single dwelling. The land to the immediate north and east is used for resource development. However, further to the east, less than 25m, the land is used for residential purposes. The land to the south is also used for resource development.

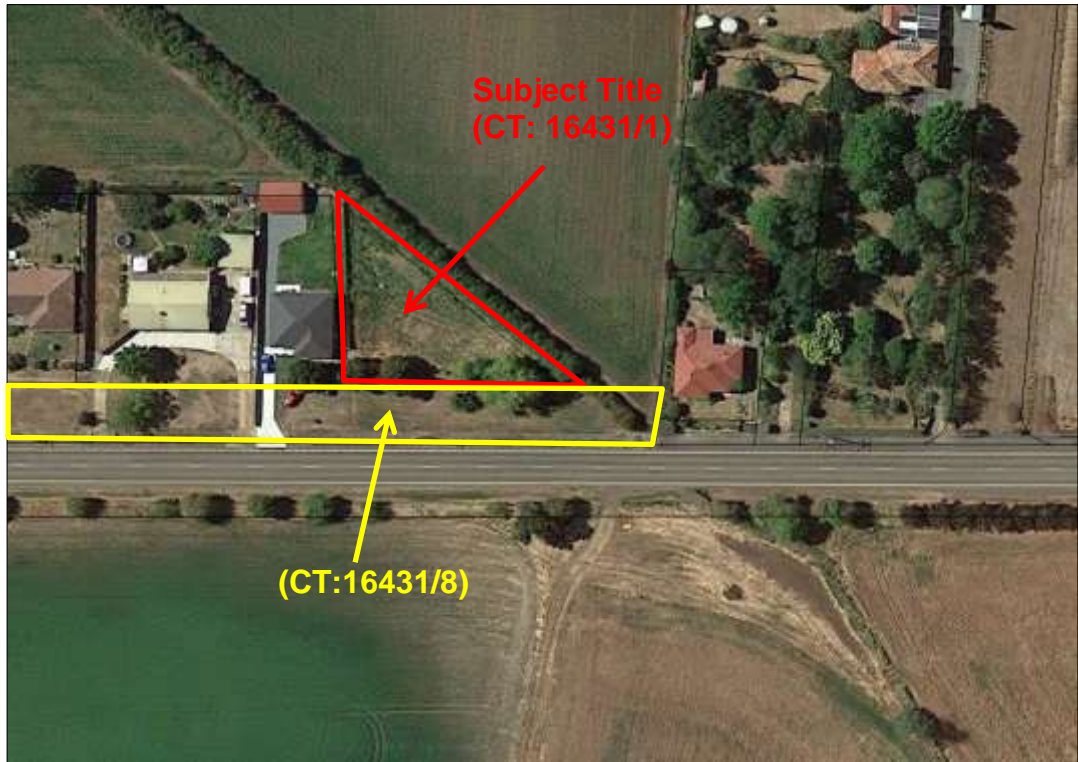


Photo 1: aerial photo of subject titles and surrounding land



Photo 2: site of proposed dwelling viewed from the south-east corner of CT: 16431/1



Photo 3: view of neighbouring farmland, viewed from Meander Valley Road (September 2016)



Photo 4: western boundary of 63 Meander Valley Road and adjoining farmland subject occasional flooding

**Statutory Timeframes**

Date Received:	15 August 2018
Request for further information:	Not applicable
Information received:	Not applicable

Advertised:	18 August 2018
Closing date for representations:	3 September 2018
Extension of time granted:	4 September 2018
Extension of time expires:	10 October 2018
Decision due:	9 October 2018

### **3) Strategic/Annual Plan Conformance**

Council has a target under the Annual Plan to assess applications within statutory timeframes.

### **4) Policy Implications**

Not applicable.

### **5) Statutory Requirements**

Council must process and determine the application in accordance with the *Land Use Planning Approval Act 1993 (LUPAA)* and its Planning Scheme. The application is made in accordance with Section 57 of LUPAA.

### **6) Risk Management**

Risk is managed by the inclusion of appropriate conditions on the planning permit.

### **7) Consultation with State Government and other Authorities**

Consent to lodge the application was provided by the Department of State Growth. The Department of State Growth also provided advice regarding the access to Meander Valley Road, during the advertising period.

### **8) Community Consultation**

The application was advertised for the statutory 14-day period.

Two (2) representations, including the advice from the Department of State Growth, were received (attached documents). The representations are discussed in the assessment below.

### **9) Financial Impact**

Not applicable.

### **10) Alternative Options**

Council can either approve the application with amended conditions or refuse the application.



## 11) Officers Comments

### Zone

The subject property is located in the Village Zone. The land surrounding the site is located in the Village, Utilities and Rural Resource zones.

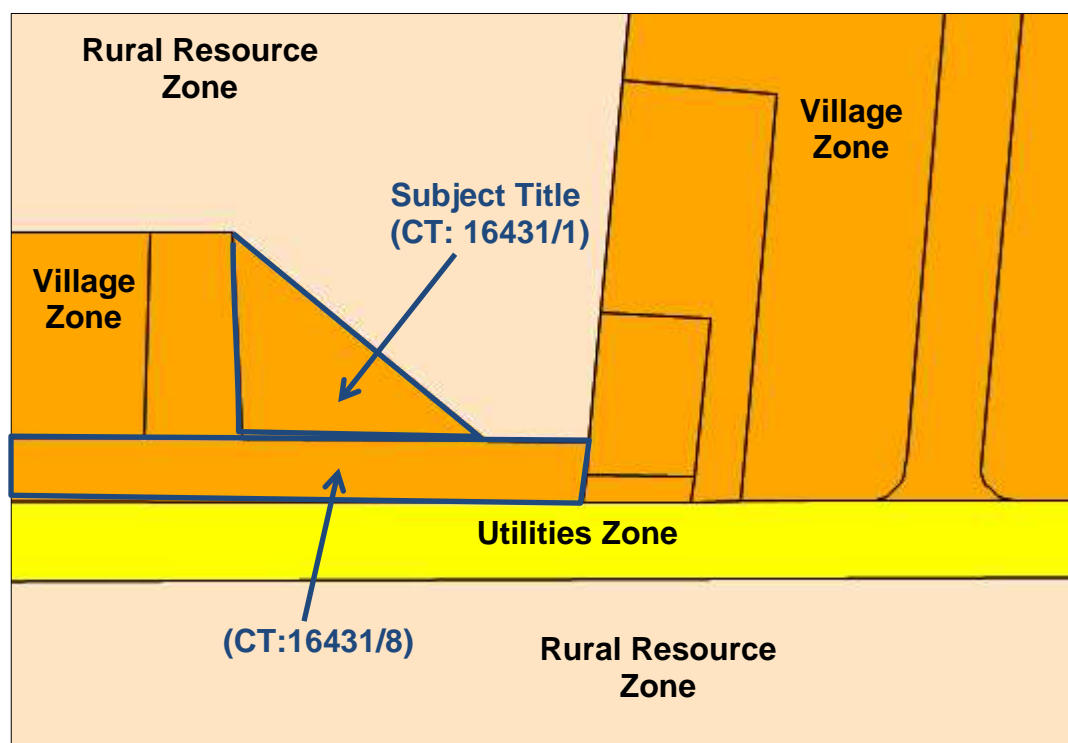


Figure 3: zoning of subject titles and surrounding land

### Use Class

Table 8.2 of the Scheme, categorises the proposed use class as:

- Residential (Single Dwelling)

### Applicable Standards

This assessment considers all applicable planning scheme standards.

In accordance with the statutory function of the State Template for Planning Schemes (Planning Directive 1), where use or development meets the Acceptable Solutions it complies with the planning scheme, however it may be conditioned if considered necessary to better meet the objective of the applicable standard.

Where use or development relies on performance criteria, discretion is applied for that particular standard only. To determine whether discretion should be used to grant approval, the proposal must be considered against the objectives of the applicable standard and the requirements of Section 8.10.

A brief assessment against all applicable Acceptable Solutions of the Village Zone and Codes is provided below. This is followed by a more detailed discussion of any applicable Performance Criteria and the objectives relevant to the particular discretion.

### **Compliance Assessment**

The following table is an assessment against the applicable standards of the Meander Valley Interim Planning Scheme 2013.

<b>Village Zone</b>			
Scheme Standard		Comment	Assessment
<b>16.3.1 Amenity</b>			
A1	If for permitted or no permit required uses.	A single dwelling is a permitted use in the Village Zone.	Complies
A2	Commercial vehicles must only operate between 7.00am and 7.00pm Monday to Friday and 8.00am to 6.00pm Saturday and Sunday.	Not applicable	
A3	Commercial vehicles are parked within the boundary of the property.	Not applicable	
<b>16.4.1 Building Design and Siting</b>			
A1	Site coverage must not exceed 50%.	The proposed dwelling occupies less than 50% of the title.	Complies
A2	Building height must: a) not exceed 6 metres; or b) be between the maximum heights of the two adjoining buildings, shown as the shaded area in Figure 16.4.1A below.	The dwelling has a maximum height of 4.26m.	Complies
A3	Primary frontage setbacks must be:	The development is setback less	Complies

	<p>a) a minimum distance of 6m; or</p> <p>b) for infill lots, within the range of the frontage setbacks of buildings on adjoining lots, indicated by the hatched section in Figure 16.4.1B below; and</p> <p>c) for corner lots, side walls must be set back a minimum of 3m from the secondary frontage.</p>	<p>than 6m from the front boundary, however, with a setback of 3.5m, it is between the setbacks of the dwellings on the adjoining lots consistent with Figure 16.4.1B.</p>	
A4	<p>A4.1</p> <p>Buildings must be set back from the side and rear boundaries a minimum distance of 3m; or</p> <p>A4.2</p> <p>Where a sensitive use is proposed on a lot that adjoins the Rural Resource Zone, the setback is a minimum distance of 50 metres.</p>	<p>The development is setback more than 3m from the side and rear boundaries.</p>	<p>Complies</p>

### Road and Railway Assets Code

Scheme Standard	Comment	Assessment
<b>E4.6.1 Use and road or rail infrastructure</b>		
A1	<p>Sensitive use within 50m of a category 1 or 2 road with a speed limit of more than 60km/h, a railway or future road or railway, does not increase the annual average daily traffic movements by more than 10%.</p>	<p>Not applicable</p>
A2	<p>For roads with a speed limit of 60km/h or less the use</p>	<p>The use will generate less</p>

	must not generate more than 40 movements per day.	than 40 vehicle movements per day. A single dwelling will generate less than 10 vehicle movements per day in accordance with the NSW RTA Guide to Traffic Generating Development.	
A3	For roads with a speed limit of more than 60km/h the use must not increase the annual average daily traffic movements by more than 10%.	Not applicable	

**E4.7.1 Development on and adjacent to Existing and Future Arterial Roads and Railways**

A1	<p>The following must be at least 50m from a railway, a future road or railway and a category 1 or 2 road with a speed limit of more than 60km/h:</p> <ul style="list-style-type: none"> <li>a) new road works, buildings, additions and extensions, earthworks and landscaping works; and</li> <li>b) building envelopes on new lots; and</li> <li>c) outdoor sitting, entertainment and children's play areas.</li> </ul>	The development is not within 50m of a Category 1 or 2 road, future road or railway.	Complies
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**E4.7.2 Management of Road Accesses and Junctions**

A1	For roads with a speed limit of 60km/h or less the development must include one access providing both entry and exit, or two	The site includes only one (1) access.	Complies
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	accesses providing separate entry and exit.		
A2	For roads with a speed limit of more than 60km/h the development must not include a new access or junction.	Not applicable	
<b>E4.7.4 Sight Distance at Accesses, Junctions and Level Crossings</b>			
A1	Sight distances at g) an access or junction must comply with the Safe Intersection Sight Distance shown in Table E4.7.4; and h) rail level crossings must comply with AS1742.7; or i) If the access is a temporary access, the written consent of the relevant authority has been obtained.	The proposed access has a direct line of site for a distance greater than 200m to the east and west and complies with Table E4.7.4.	Complies

<b>Flood Prone Areas Code</b>			
Scheme Standard		Comment	Assessment
<b>E5.5.1 Use and flooding</b>			
A1	The use must not include habitable rooms.	The use includes habitable rooms located in an area potentially subject to flooding.	Relies on Performance Criteria
A2	Use must not be located in an area subject to a medium or high risk in accordance with the risk assessment in E5.7.	The use is located in an area of low risk.	Complies
A3	Use is in accordance with a Table to this code.	Not Applicable	
<b>E5.6.1 Flooding and Coastal Inundation</b>			

A1	No acceptable solution.	The proposed development is located in an area potentially subject to flooding.	Relies on Performance Criteria
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### **Car Parking and Sustainable Transport Code**

Scheme Standard	Comment	Assessment
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#### **6.6.1 Car Parking Numbers**

A1	The number of car parking spaces must not be less than the requirements of: e) Table E6.1; or f) a parking precinct plan.	The proposed development provides two (2) parking spaces. A single garage and sufficient space in the driveway for tandem parking.	Complies
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#### **E6.6.3 Taxi Drop-off and Pickup**

A1	One dedicated taxi space must be provided for every 50 car spaces required by Table E6.1 or part thereof (except for dwellings in the General Residential Zone).	There is sufficient space in the driveway for the parking of a taxi.	Complies
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#### **E6.6.4 Motorbike Parking Provisions**

A1	One motorbike parking space must be provided for each 20 car spaces required by Table E6.1 or part thereof.	There is sufficient space in the garage for the parking of a motorbike.	Complies
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#### **E6.7.1 Construction of Car Parking Spaces and Access Strips**

A1	All car parking, access strips manoeuvring and circulation spaces must be: a) formed to an adequate level and drained; and b) except for a single dwelling, provided with an impervious all weather seal; and c) except for a single dwelling, line marked or	The driveway will be formed in concrete and drained to the open drainage system adjoining Meander Valley Road.	Complies
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	provided with other clear physical means to delineate car spaces.		
<b>E6.7.2 Design and Layout of Car Parking</b>			
A1	<p>A1.1 Where providing for 4 or more spaces, parking areas (other than for parking located in garages and carports for dwellings in the General Residential Zone) must be located behind the building line; and</p> <p>A1.2 Within the General Residential Zone, provision for turning must not be located within the front setback for residential buildings or multiple dwellings.</p>	The dwelling includes less than four (4) parking spaces and is not located in the General Residential Zone.	Complies
A2	<p>A2.1 Car parking and manoeuvring space must:</p> <ul style="list-style-type: none"> <li>a) have a gradient of 10% or less; and</li> <li>b) for more than 4 cars, enter and exit the site in a forward direction; and</li> <li>c) have access width not less than and not 10% greater than Table E6.2; and</li> <li>d) have a width of access and manoeuvring space to parking spaces not less than Table E6.3 where: <ul style="list-style-type: none"> <li>(i) there are three or more spaces; and</li> </ul> </li> </ul>	The gradient of the proposed parking space is less than 10%. Less than four (4) parking spaces are provided. Access width is proposed to be 3m and will be constructed in accordance with the standards adopted by the Department of State Growth. There are less than three (3) parking spaces provided, parking is less than 30m	Complies

	<p>(ii) where parking is more than 30m from the road; or</p> <p>(iii) the sole vehicle access is to a category 1, 2, 3 or 4 road; and</p> <p>A2.2</p> <p>The layout of car spaces and access ways must be designed in accordance with <i>Australian Standard AS 2890.1</i>.</p>	<p>from the road and Meander Valley Road is a Category 5 road, as such reversing from the site is an acceptable option and complies with the Acceptable Solutions. The proposed access and parking is designed in accordance with AS2890.1 so far as they are applicable to residential situations.</p>	
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**Performance Criteria**

<b>Flood Prone Areas Code</b>
E5.5.1 Use and flooding
<p><b>Objective</b></p> <p><i>To ensure that use does not compromise risk to human life, and that property and environmental risks are responsibly managed.</i></p>
<p><b>Performance Criteria P1</b></p> <p><i>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.</i></p>
<p><b>Comment:</b></p> <p>The proposed development is subject to a low risk in accordance with the risk assessment in Clause E5.7, which is reproduced below.</p> <p>E5.7 Risk Assessment</p> <p>a) Where an assessment of risk under the Risk Consequence and Likelihood Matrix Table for a use or development is required, it is to be classified through the determination of consequence contained in</p>



the criteria in b) together with the likelihood of flood occurrence contained in c).

Table E5.1 AS/NZS 4360:2004 Risk Consequence and Likelihood Matrix Table

Likelihood	Consequences				
	Catastrophic	Major	Moderate	Minor	Insignificant
Moderate	High	High	High	Medium	Low
Unlikely	High	Medium	Medium	Low	Low
Rare	High	Medium	Medium	Low	Low

b) Consequence Criteria

Catastrophic- loss of life, loss of significant environmental values due to a pollution event where there is not likely to be recovery in the foreseeable future.

Major- extensive injuries, complete structural failure of development, destruction of significant property and infrastructure, significant environmental damage requiring remediation with a long-term recovery time.

Moderate- treatment required, significant building or infrastructure damage i.e. loss of minor outbuildings such as car ports, public park shelters and the like. Replacement of significant property components such as cladding, flooring, linings, hard paved surfaces. Moderate environmental damage with a short-term natural or remedial recovery time.

Minor- medium loss - seepage, replacement of floor/window coverings, some furniture, repair of building components of outbuildings and repair and minor replacement of building components of buildings where direct access to the water is required. Minor environmental damage easily remediated.

Insignificant - No injury, low loss – cleaning but no replacement of habitable building components, some repair of garden beds, gravel driveways etc. Environment can naturally withstand and recover without remediation. Inundation of the site, but ground based access is still readily available and habitable buildings are not inundated, including incorporated garages.

c) Likelihood – Annual Exceedance Probability

- 1:25 (4%) Moderate
- 1:50 (2%) Unlikely
- 1:100 (1%) Rare

Council’s consulting engineer has undertaken flood modelling for the catchment upstream and adjacent to the subject property. The modelling shows the approximate extent of flooding. Figure 4 below shows the proposed site plan overlayed with the modelled flood extents.

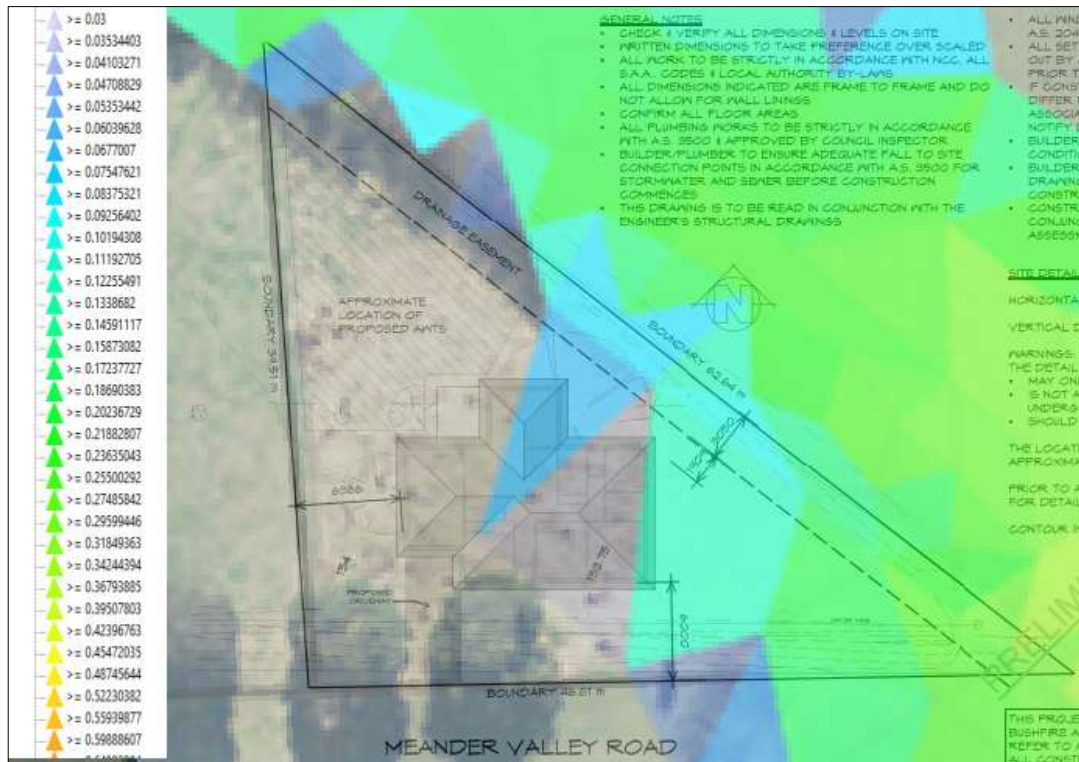


Figure 4: flood modelling overlaid with proposed site plan (key - depth in metres)

The modelling shows that during a 1 in100 (1%) AEP, flooding reaches depths of approximately 0.12m (120mm) within the vicinity of the dwelling. It is considered that the depth of flood waters in the vicinity of the dwelling is not significant and the consequences of flooding are minor to insignificant in accordance with Clause E5.7. With Rare likelihood (1% AEP) and Minor consequences the risk associated with the dwelling is mitigated to low.

Filling of the land to a depth of 250mm to provide for an onsite wastewater system and the creation of a retaining wall along the north-east boundary and south-east corner will assist to mitigate flood impacts and further reduce the risk associated with a residential use. A condition on the permit is also recommended to ensure that the habitable rooms and perishable building components are above the known 1% AEP flood level.

With a condition ensuring that the finished floor level of the dwelling is maintained above the 1% AEP flood level, the proposal is considered to comply with the Performance Criteria and is consistent with the objective.

**Recommended Condition:**

*Prime Design, Drawing No. PD18168, Sheets: 01, 04 & 05 are to be amended to show a minimum finished floor height of 154.55 AHD for the dwelling.*

**E5.6.1 Flooding and Coastal Inundation**

**Objective**

*To protect human life, property and the environment by avoiding areas subject to flooding where practicable or mitigating the adverse impacts of inundation such that risk is reduced to a low level.*

**Performance Criteria P1**

**P1.1**

*It must be demonstrated that development:*

- a) where direct access to the water is not necessary to the function of the use, is located where it is subject to a low risk, in accordance with the risk assessment in E5.7 a); or*
- b) where direct access to the water is necessary to the function of the use, that the risk to life, property and the environment is mitigated to a medium risk level in accordance with the risk assessment in E5.7.*

**P1.2**

*Development subject to medium risk in accordance with the risk assessment in E5.7 must demonstrate that the risk to life, property and the environment is mitigated through structural methods or site works to a low risk level in accordance with the risk assessment in E5.7.*

**P1.3**

*Where mitigation of flood impacts is proposed or required, the application must demonstrate that:*

- a) the works will not unduly interfere with natural coastal or water course processes through restriction or changes to flow; and*
- b) the works will not result in an increase in the extent of flooding on other land or increase the risk to other structures;*
- c) inundation will not result in pollution of the watercourse or coast through appropriate location of effluent disposal or the storage of materials; and*
- d) where mitigation works are proposed to be carried out outside the boundaries of the site, such works are part of an approved hazard reduction plan covering the area in which the works are proposed.*

**Comment:**

As discussed in the assessment above, the flood risk associated with the subject property and the proposed use is low in accordance with Table E5.1. Combined with a condition ensuring that the finished floor level of the building is higher than the known flood level, the raising of the land and the proposed retaining wall are considered to be sufficient to mitigate the risk.

The following information has been provided by Council's consulting engineer:

*There is a 96 hectare catchment through farmland (and field boundary drains) which discharges past the eastern side of the lot and to a culvert under Meander Valley Road.*

*There is an existing dwelling on the other side of the drain at 63 Meander Valley Road. The concern is that potentially raising 65 Meander Valley Road by 250mm (to enable onsite wastewater disposal) will push stormwater further east and potentially impact the farmland and the existing dwelling.*

*Four (4) scenarios have been modelled for the 1% AEP 4.5 hour and 6 hour events for both the existing scenario and for the raised ground scenario.*

*The results are as follows:*

	<i>Base</i>	<i>Raised</i>	
<i>1% 4.5hr – 1W/Culverts</i>			
<i>Flow Beside no.65</i>	<i>1.18</i>	<i>1.16</i>	<i>m<sup>3</sup>/s</i>
<i>Highest depth adjacent house</i>	<i>0.442</i>	<i>0.414</i>	<i>m</i>
<i>Over road flow</i>	<i>0.78</i>	<i>0.77</i>	<i>m<sup>3</sup>/s</i>
<i>1% 6hr– 1W/Culverts</i>			
<i>Flow Beside no.65</i>	<i>1.63</i>	<i>1.63</i>	<i>m<sup>3</sup>/s</i>
<i>Highest depth adjacent house</i>	<i>0.472</i>	<i>0.448</i>	<i>m</i>
<i>1% 6hr– 1W/Culverts</i>			<i>m<sup>3</sup>/s</i>

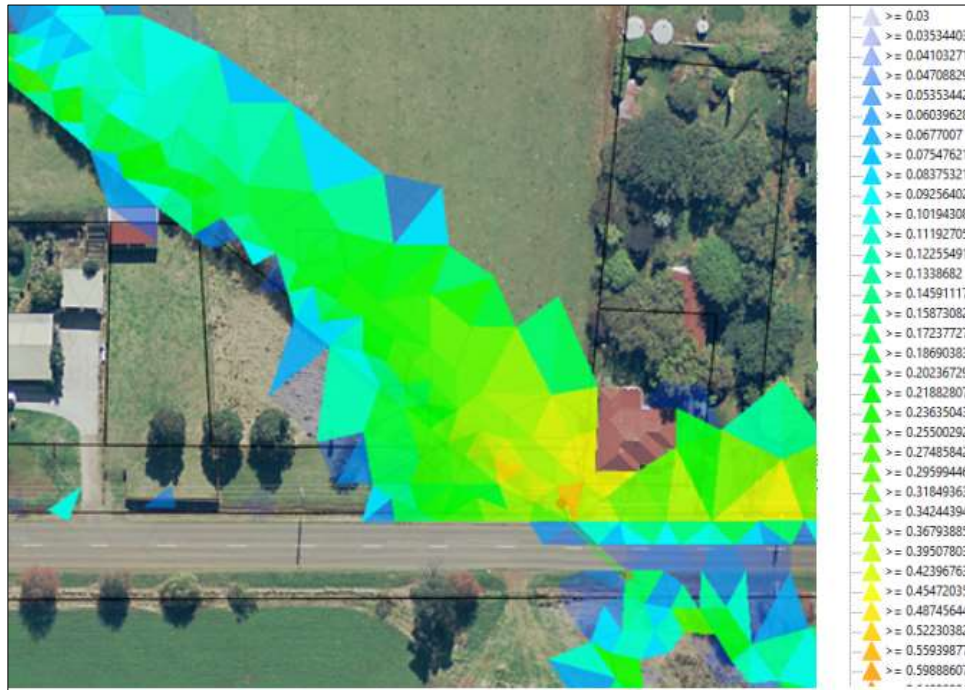
*Table 1: results of flood modelling*

*It can be seen that the 6 hour event has greater flows past 65 Meander Valley Road at 1.63 m<sup>3</sup>/s versus a flow of 1.18 m<sup>3</sup>/s for the*

*4.5 hour event.*

*The results show the maximum flood depth against the western wall of 63 Meander Valley Road. These peak at over 400mm, however, raising the land at 65 Meander Valley Road, does not seem to affect those flood depths negatively.*

*Images below of the 6 hour base case and raised land scenarios:*



*Figure 5: flood modelling in the immediate vicinity - 1 in 100 (1%) AEP event - 6 hour*

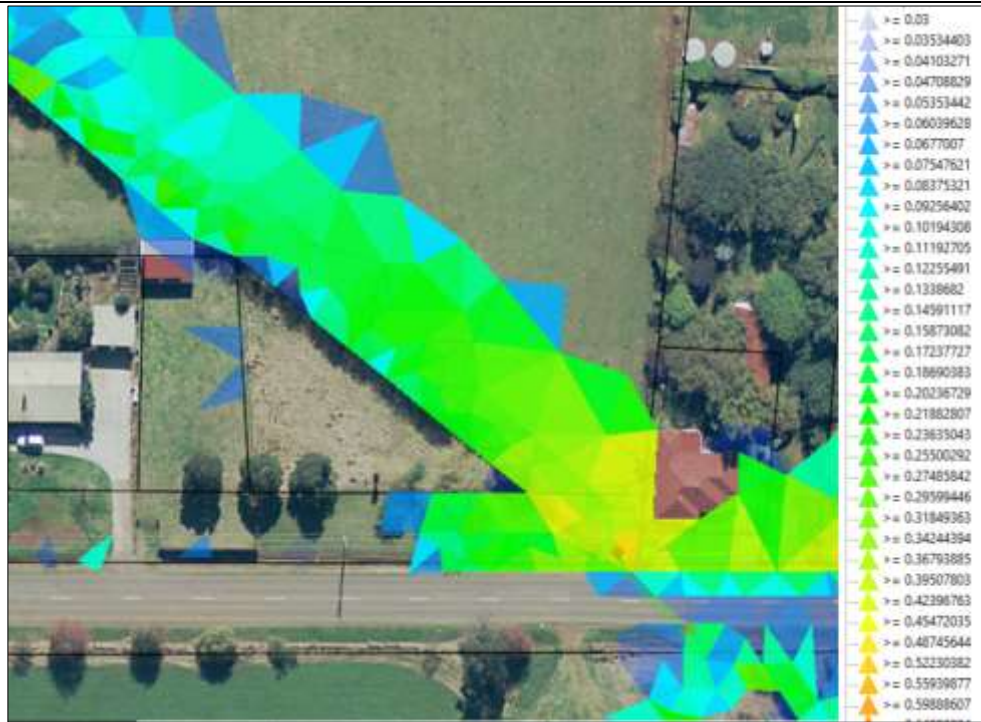


Figure 6: flood modelling in the immediate vicinity where land has been raised- 1 in 100 (1%) AEP – 6 hour

The modelling demonstrates that the volumes of water flooding the subject property during a 1% AEP event are not significant and flooding of the neighbouring properties will be negligibly altered by proposed mitigation works. The modelling has been prepared with the assumption that the entire title to the south of the existing drain has been filled.

The development of a retaining wall and the raising of the land to accommodate an onsite wastewater system will reduce the risk of contaminants entering the drainage system. Potential contamination and impacts from flooding are a significant consideration in the development of an onsite wastewater system. The design and approval of the onsite wastewater system is regulated by the Building Act 2016.

Council’s consultant has identified that there is some risk that the raised land will obstruct overland flows at 67 Meander Valley Road. As such it is recommended that a condition be placed on the permit requiring an overland flow path to be provided along the boundary shared with 67 Meander Valley Road and no fill is to be placed within 0.5m of the shared boundary.

It is noted that the open drain has been cleaned and reformed since the last significant flood event and provides greater capacity. This will generally improve its function and storage capacity during lower rainfall events.

It is also recommended that conditions be placed on the permit limiting the

extent of mitigation works to the subject title. In consideration of the modelling and with appropriate conditions on the permit, the development is considered to be consistent with the objective.

**Recommended Conditions:**

*Prime Design, Drawing No. PD18168, Sheets 01 and Protek Consulting, Drawing No.0173-0842 (Pg. 02) are to be amended to show an overland flow path 0.5m wide along the west boundary adjoining CT: 16431/2 to be kept free of works and fill.*

*No fill or works are to extend into the existing drainage easement along the north-east boundary of CT: 16431/1.*

*Flood mitigation works are not permitted to extend beyond the title boundary of CT: 16431/1.*

**Representations**

Two (2) representation were received (see attached documents). A summary of the representations is as follows:

- Raising the subject title for flood protection and wastewater management will displace water onto neighbouring land increasing the risk of flooding and soil erosion.
- Recent works to culvert under Meander Valley Road are not sufficient.
- Access to State Road must be constructed to Department of State Growth standard.
- Additional consent for works in the road reserve is required from the Department of State Growth.

**Comment:**

The risk associated with flooding has been discussed in the assessment above and is considered to be low. Flood modelling prepared by Council's consulting engineer demonstrates that the proposal will have negligible impact on flooding of the neighbouring titles through displacement of flood waters.

Council has undertaken some work on the culvert under Meander Valley Road to improve the inlet efficiency, however, the capacity of the pipe has not been altered. The works undertaken were to replace existing timber components of a footpath over the culvert.

It is considered appropriate that a condition be placed on the permit requiring the access to be constructed to the Department of State Growth's required standard.

**Recommended Condition:**

*Prior to the commencement of use the proposed access is to be formed and constructed to the satisfaction of the Department of State Growth. Written confirmation from the Department of State Growth that the access is completed to an acceptable standard is to be provided to Council.*

*Note: Separate consent is required from the Department of State Growth prior to the commencement of any works within the State Road reservation (inclusive of any works necessary in relation to access construction, stormwater drainage and/or traffic management control and devices). Application requirements and forms can be found at [www.transport.tas.gov.au/road/permits](http://www.transport.tas.gov.au/road/permits) and must be submitted at least twenty eight (28) days prior to any scheduled works. No works shall be commenced within the State Road reservation until a permit has been issued in accordance with the provisions of the Roads and Jetties Act 1935.*

**Conclusion**

In conclusion, it is considered that the application for Use and Development for a single dwelling is an acceptable development in the Village Zone and can be appropriately managed by conditions.

**AUTHOR:** Justin Simons  
TOWN PLANNER

**12) Recommendation**

***It is recommended that the application for Use and Development for Single Dwelling on land located at 65 Meander Valley Road, Hagley (CT: 16431/1) with access via CT:16431/8 by Prime Design, requiring the following discretions:***

- E5.5.1 & E5.6.1 - Flood Prone Area

***be APPROVED, generally in accordance with the endorsed plans:***

***a) Prime Design, Drawing No. PD18168, Sheets: 01, 02, 04 & 05***



***b) Protek Consulting, Drawing No.0173-0842 (Pg. 02) only in so far as is applicable to site filling and construction of a rock retaining wall***

***and subject to the following conditions:***

- 1. Prior to the commencement of works amended plans are to be submitted to council showing the following amendments:**
  - a) Prime Design, Drawing No. PD18168, Sheets 01 and Protek Consulting, Drawing No.0173-0842 (Pg. 02) are to be amended to show an overland flow path 0.5m wide along the west boundary adjoining CT: 16431/2 to be kept free of works and fill.**
  - b) Prime Design, Drawing No. PD18168, Sheets: 01, 04 & 05 are to be amended to show a minimum finished floor height of 154.55 AHD for the dwelling.**
- 2. No fill or works are to extend into the existing drainage easement along the north-east boundary of CT: 16431/1**
- 3. Flood mitigation works are not permitted to extend beyond the title boundary of CT: 16431/1.**
- 4. Prior to the commencement of use the proposed access is to be formed and constructed to the satisfaction of the Department of State Growth. Written confirmation from the Department of State Growth that the access is completed to an acceptable standard is to be provided to Council.**

**Note:**

- 1. An on-site wastewater design report by a suitably qualified person is required to accompany an application for a Plumbing Permit. Any variation to the design which changes aspects of the site within the purview of the planning scheme, may trigger the requirement for an amendment or a new application.**
- 2. Separate consent is required from the Department of State Growth prior to the commencement of any works within the State Road reservation (inclusive of any works necessary in relation to access construction, stormwater drainage and/or traffic management control and devices). Application requirements and forms can be found at [www.transport.tas.gov.au/road/permits](http://www.transport.tas.gov.au/road/permits) and must be submitted at least twenty eight (28) days prior to any scheduled works. No works shall be commenced within the State Road**

**reservation until a permit has been issued in accordance with the provisions of the Roads and Jetties Act 1935.**

- 3. Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Community and Development Services on 6393 5320 or via email: mail@mvc.tas.gov.au**
  
- 4. This permit does not imply that any other approval required under any other by-law or legislation has been granted. The following additional approvals may be required before construction commences:**
  - a) Building approval**
  - b) Plumbing approval****All enquiries should be directed to Council's Permit Authority on 6393 5322 or Council's Plumbing Surveyor on 0419 510 770.**
  
5. This permit takes effect after:
  - a) The 14 day appeal period expires; or
  - b) Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined; or.
  - c) Any other required approvals under this or any other Act are granted.
  
6. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal. A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant. For more information see the Resource Management and Planning Appeal Tribunal website [www.rmpat.tas.gov.au](http://www.rmpat.tas.gov.au)
  
7. If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.
  
8. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted if a request is received.

9. In accordance with the legislation, all permits issued by the permit authority are public documents. Members of the public will be able to view this permit (which includes the endorsed documents) on request, at the Council Office.
  
10. If any Aboriginal relics are uncovered during works;
  - a) All works are to cease within a delineated area sufficient to protect the unearthed and other possible relics from destruction,
  - b) The presence of a relic is to be reported to Aboriginal Heritage Tasmania Phone: (03) 6233 6613 or 1300 135 513 (ask for Aboriginal Heritage Tasmania Fax: (03) 6233 5555 Email: [aboriginal@heritage.tas.gov.au](mailto:aboriginal@heritage.tas.gov.au)); and
  - c) The relevant approval processes will apply with state and federal government agencies.

## **DECISION:**



# APPLICATION FORM

## PLANNING

### Land Use Planning and Approvals Act 1993

- Application form & details MUST be completed **IN FULL**.
- Incomplete forms will not be accepted and may delay processing and issue of any Permits.

**OFFICE USE ONLY**

Property No:	<input type="text"/>	Assessment No:	<input type="text"/>	-	<input type="text"/>	-	<input type="text"/>
DA\	<input type="text"/>	PA\	<input type="text"/>				

- Is your application the result of an illegal building work?  Yes  No Indicate by ✓ box
- Is a new vehicle access or crossover required?  Yes  No

**PROPERTY DETAILS:**

Address:	<input type="text" value="65 Meander Valley Road"/>	Certificate of Title:	<input type="text"/>
Suburb:	<input type="text" value="Hagley"/>	Lot No:	<input type="text"/>
Land area:	<input type="text" value="919m&lt;sup&gt;2&lt;/sup&gt;"/>	m <sup>2</sup> / ha	
Present use of land/building:	<input type="text" value="VACANT"/>	<small>(vacant, residential, rural, industrial, commercial or forestry)</small>	

Does the application involve Crown Land or Private access via a Crown Access Licence:  Yes  No

Heritage Listed Property:  Yes  No

**DETAILS OF USE OR DEVELOPMENT:**

- Indicate by ✓ box
- Building work
  - Change of use
  - Subdivision
  - Forestry
  - Demolition
  - Other

Total cost of development (inclusive of GST):  Includes total cost of building work, landscaping, road works and infrastructure

Description of work:

Use of building:  (main use of proposed building – dwelling, garage, farm building, factory, office, shop)

New floor area:  m<sup>2</sup>      New building height:  m APPROX.

Materials: External walls:  Colour:

Roof cladding:  Colour:

# CERTIFICATE OF TITLE

LAND TITLES ACT 1980



TASMANIA

## TORRENS TITLE

VOLUME		FOLIO
16431		1
EDITION	DATE OF ISSUE	
3	12-Jul-2016	
Page 1		of 1

I certify that the person described in Schedule 1 is the registered proprietor of an estate in fee simple (or such other estate or interest as is set forth in that Schedule) in the land within described subject to such exceptions, encumbrances, interests and entries specified in Schedule 2 and to any additional entries in the Folio of the Register.

*Alice Kawa*

Recorder of Titles.



### DESCRIPTION OF LAND

Parish of WESTBURY, Land District of WESTMORLAND  
Lot 1 on Diagram 16431  
Being part of the land described in Conveyance 41/482  
Derivation : Part of 2000 acres Granted to Robert Rowland  
Davies, William Archer and Joseph Archer  
Derived from W308

### SCHEDULE 1

M580411 TRANSFER to YAZICI MUSTAFA FUZULI and YAZICI MELEK  
ESEN Registered 12-Jul-2016 at noon

### SCHEDULE 2

Reservations and conditions in the Crown Grant if any  
41/0482 CONVEYANCE: Benefiting Easement: Right to pass and  
repass over the strip of land marked "Road Widening"  
shown on the plan in Conveyance 41/482 and coloured  
green thereon  
41/0482 CONVEYANCE: Benefitting Easement: Right to plant  
trees shrubs flowers and grass  
41/0482 CONVEYANCE: Burdening Easement: Drainage right  
(appurtenant to the land described in Assent 23/4506)  
over the drainage easement shown on Diagram 16431

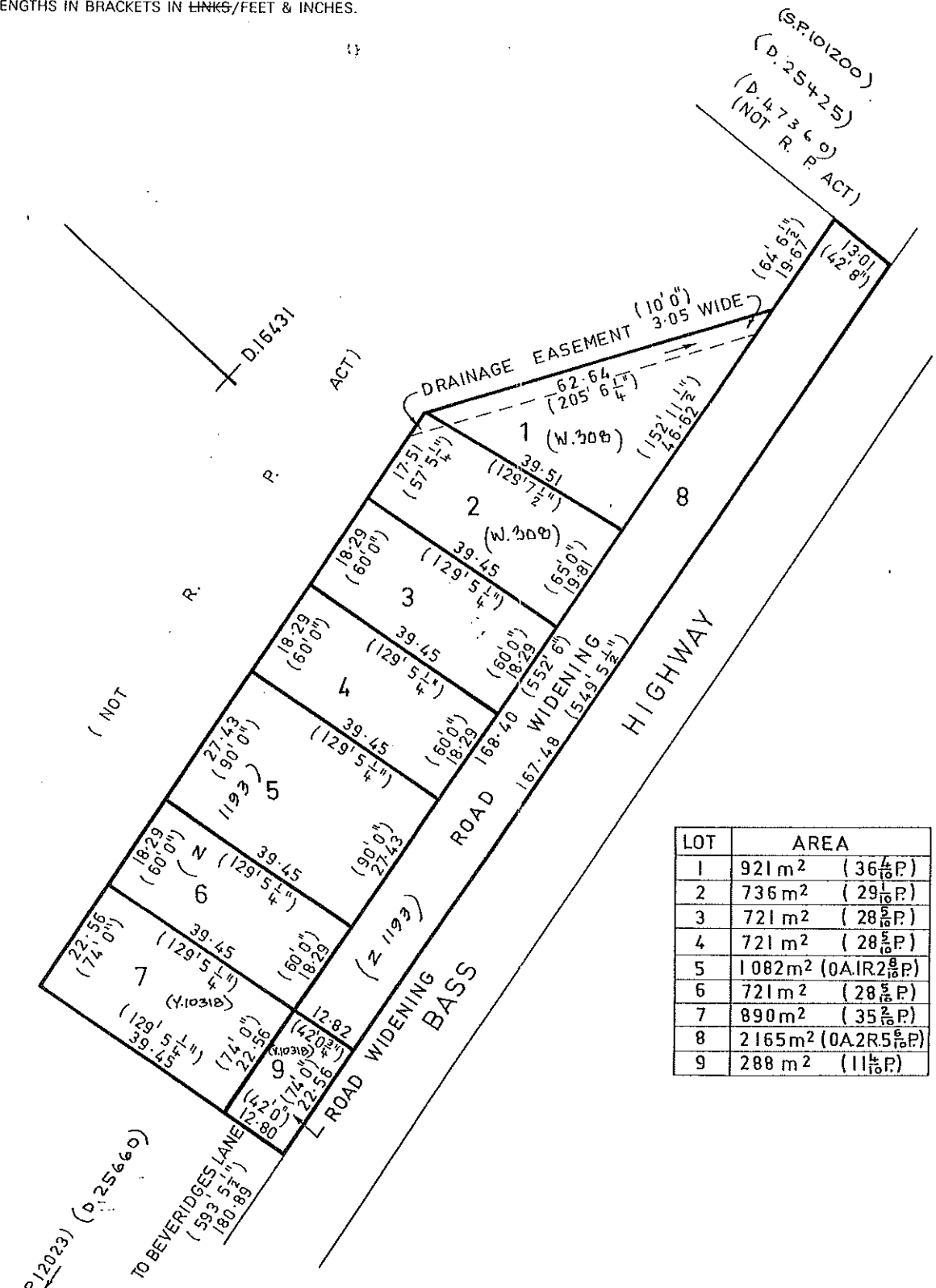
APPROVED FROM <u>22 SEP 1981</u>	<b>CONVERSION PLAN</b>	REGISTERED NUMBER <b>D.16431</b>
ACTING DEPUTY RECORDER OF TITLES <i>J. Bronde</i>		FILE NUMBER Z. 1193 (LOTS 5 & 6 INCL) (AND LOT 8)

AW  
29/7/81

DS-K 2062

SKETCH BY WAY OF ILLUSTRATION ONLY

CITY/TOWN OF  
LAND DISTRICT OF WESTMORLAND  
PARISH OF WESTBURY  
LENGTHS ARE IN METRES. NOT TO SCALE.  
LENGTHS IN BRACKETS IN LINKS/FEET & INCHES.



LOT	AREA
1	921 m <sup>2</sup> (36 <sup>5</sup> / <sub>10</sub> P)
2	736 m <sup>2</sup> (29 <sup>1</sup> / <sub>10</sub> P)
3	721 m <sup>2</sup> (28 <sup>5</sup> / <sub>10</sub> P)
4	721 m <sup>2</sup> (28 <sup>5</sup> / <sub>10</sub> P)
5	1082 m <sup>2</sup> (0A.1R2 <sup>8</sup> / <sub>10</sub> P)
6	721 m <sup>2</sup> (28 <sup>5</sup> / <sub>10</sub> P)
7	890 m <sup>2</sup> (35 <sup>5</sup> / <sub>10</sub> P)
8	2165 m <sup>2</sup> (0A.2R5 <sup>5</sup> / <sub>10</sub> P)
9	288 m <sup>2</sup> (11 <sup>5</sup> / <sub>10</sub> P)

# PROPOSED NEW RESIDENCE 65 MEANDER VALLEY ROAD HAGLEY

G. SELBY

## BUILDING DRAWINGS

<u>No</u>	<u>DRAWING</u>
01	SITE PLAN
02	FLOOR PLAN
03	DOOR AND WINDOW SCHEDULES
04	ELEVATIONS
05	ELEVATIONS
06	ROOF PLAN
07	PERSPECTIVES

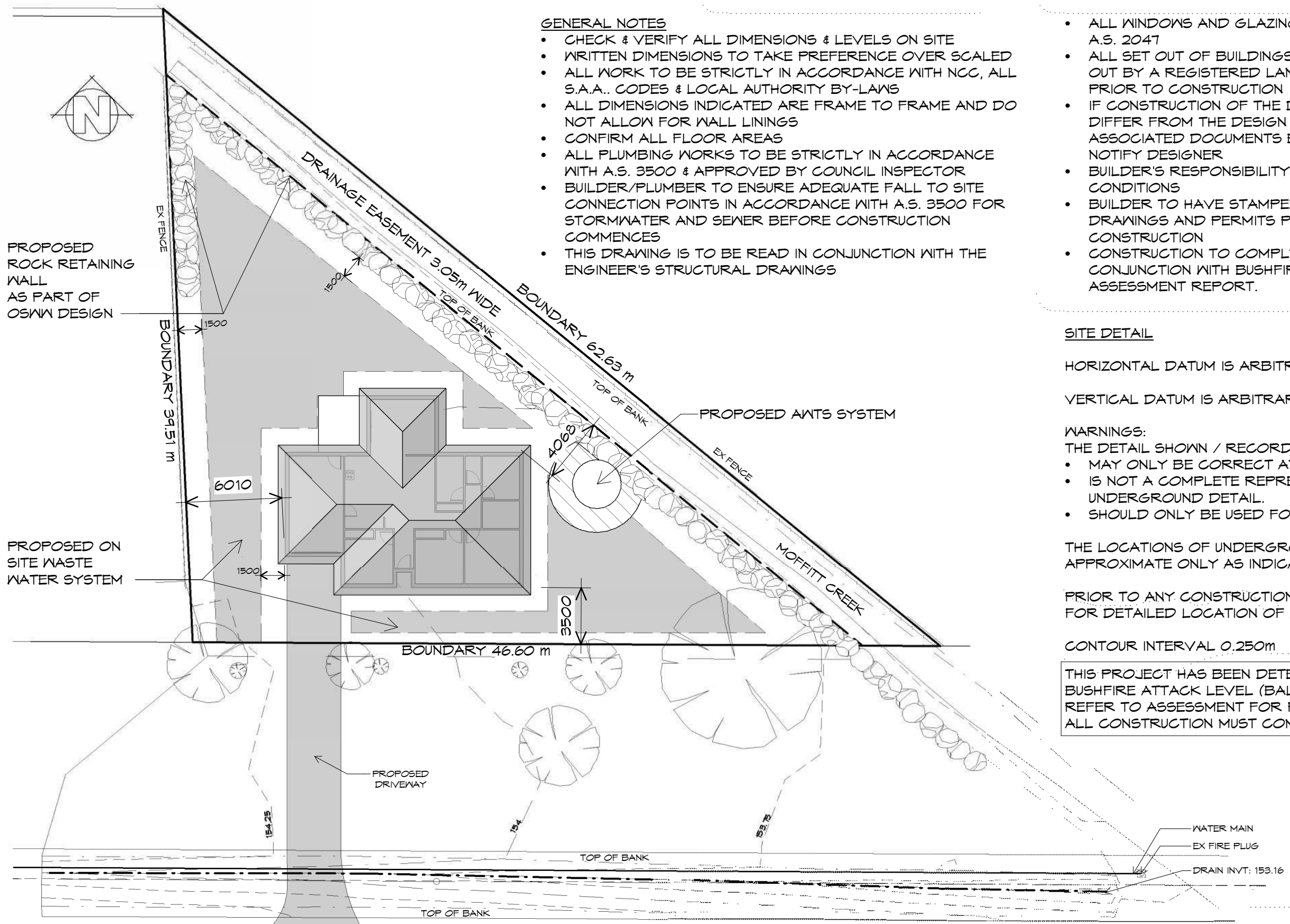
FLOOR AREA	126.23	m2	( 13.57	SQUARES )
ALFRESCO AREA	18.02	m2	( 1.94	SQUARES )
TOTAL FLOOR AREA	144.25	m2	( 15.51	SQUARES )

**Rossiter**  
Homes and  
Developments



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info@primedesigntas.com.au primedesigntas.com.au  
Accredited Building Practitioner: Frank Geskus -No CC246A

JULY 2018



- GENERAL NOTES**
- CHECK & VERIFY ALL DIMENSIONS & LEVELS ON SITE
  - WRITTEN DIMENSIONS TO TAKE PREFERENCE OVER SCALED
  - ALL WORK TO BE STRICTLY IN ACCORDANCE WITH NCC, ALL S.A.A. CODES & LOCAL AUTHORITY BY-LAWS
  - ALL DIMENSIONS INDICATED ARE FRAME TO FRAME AND DO NOT ALLOW FOR WALL LININGS
  - CONFIRM ALL FLOOR AREAS
  - ALL PLUMBING WORKS TO BE STRICTLY IN ACCORDANCE WITH A.S. 3500 & APPROVED BY COUNCIL INSPECTOR
  - BUILDER/PLUMBER TO ENSURE ADEQUATE FALL TO SITE CONNECTION POINTS IN ACCORDANCE WITH A.S. 3500 FOR STORMWATER AND SEWER BEFORE CONSTRUCTION COMMENCES
  - THIS DRAWING IS TO BE READ IN CONJUNCTION WITH THE ENGINEER'S STRUCTURAL DRAWINGS

- ALL WINDOWS AND GLAZING TO COMPLY WITH A.S. 1288 & A.S. 2047
- ALL SET OUT OF BUILDINGS & STRUCTURES TO BE CARRIED OUT BY A REGISTERED LAND SURVEYOR AND CHECKED PRIOR TO CONSTRUCTION
- IF CONSTRUCTION OF THE DESIGN IN THIS SET OF DRAWINGS DIFFER FROM THE DESIGN AND DETAIL IN THESE AND ANY ASSOCIATED DOCUMENTS BUILDER AND OWNER ARE TO NOTIFY DESIGNER
- BUILDER'S RESPONSIBILITY TO COMPLY WITH ALL PLANNING CONDITIONS
- BUILDER TO HAVE STAMPED BUILDING APPROVAL DRAWINGS AND PERMITS PRIOR TO COMMENCEMENT OF CONSTRUCTION
- CONSTRUCTION TO COMPLY WITH AS 3959, READ IN CONJUNCTION WITH BUSHFIRE ATTACK LEVEL (BAL) ASSESSMENT REPORT.

**SITE DETAIL**

HORIZONTAL DATUM IS ARBITRARY

VERTICAL DATUM IS ARBITRARY

**WARNINGS:**

- THE DETAIL SHOWN / RECORDED
- MAY ONLY BE CORRECT AT THE DATE OF SURVEY.
  - IS NOT A COMPLETE REPRESENTATION OF ALL SURFACE AND UNDERGROUND DETAIL.
  - SHOULD ONLY BE USED FOR THE PURPOSES INTENDED.

THE LOCATIONS OF UNDERGROUND SERVICES ARE APPROXIMATE ONLY AS INDICATED BY SURFACE FEATURES.

PRIOR TO ANY CONSTRUCTION REFER TO RELEVANT AUTHORITIES FOR DETAILED LOCATION OF ALL SERVICES.

CONTOUR INTERVAL 0.250m

THIS PROJECT HAS BEEN DETERMINED TO HAVE A BUSHFIRE ATTACK LEVEL (BAL) OF - 29 REFER TO ASSESSMENT FOR FURTHER DETAILS. ALL CONSTRUCTION MUST COMPLY WITH 3959.

PROPOSED ROCK RETAINING WALL AS PART OF OSW DESIGN

PROPOSED ON SITE WASTE WATER SYSTEM

PROPOSED ANTS SYSTEM

PROPOSED DRIVEWAY

WATER MAIN  
EX FIRE PLUG  
DRAIN INVT: 153.16

MEANDER VALLEY ROAD

**SITE PLAN**

1 : 250

LOT No.	LOT AREA	50%	25%
919	460	230	



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p+ 03 6332 3790 f+ 03 63323789  
info@primedesigntas.com.au primedesigntas.com.au  
Accredited Building Practitioner: Frank Geskus No CC246A

Project:  
**PROPOSED NEW RESIDENCE  
65 MEANDER VALLEY ROAD  
HAGLEY**

Client name:  
**G. SELBY**  
Drafted by: E.R.G. Approved By: T.C.P.

Drawing:  
**SITE PLAN**

Date: 12/07/2018 Scale: 1 : 250

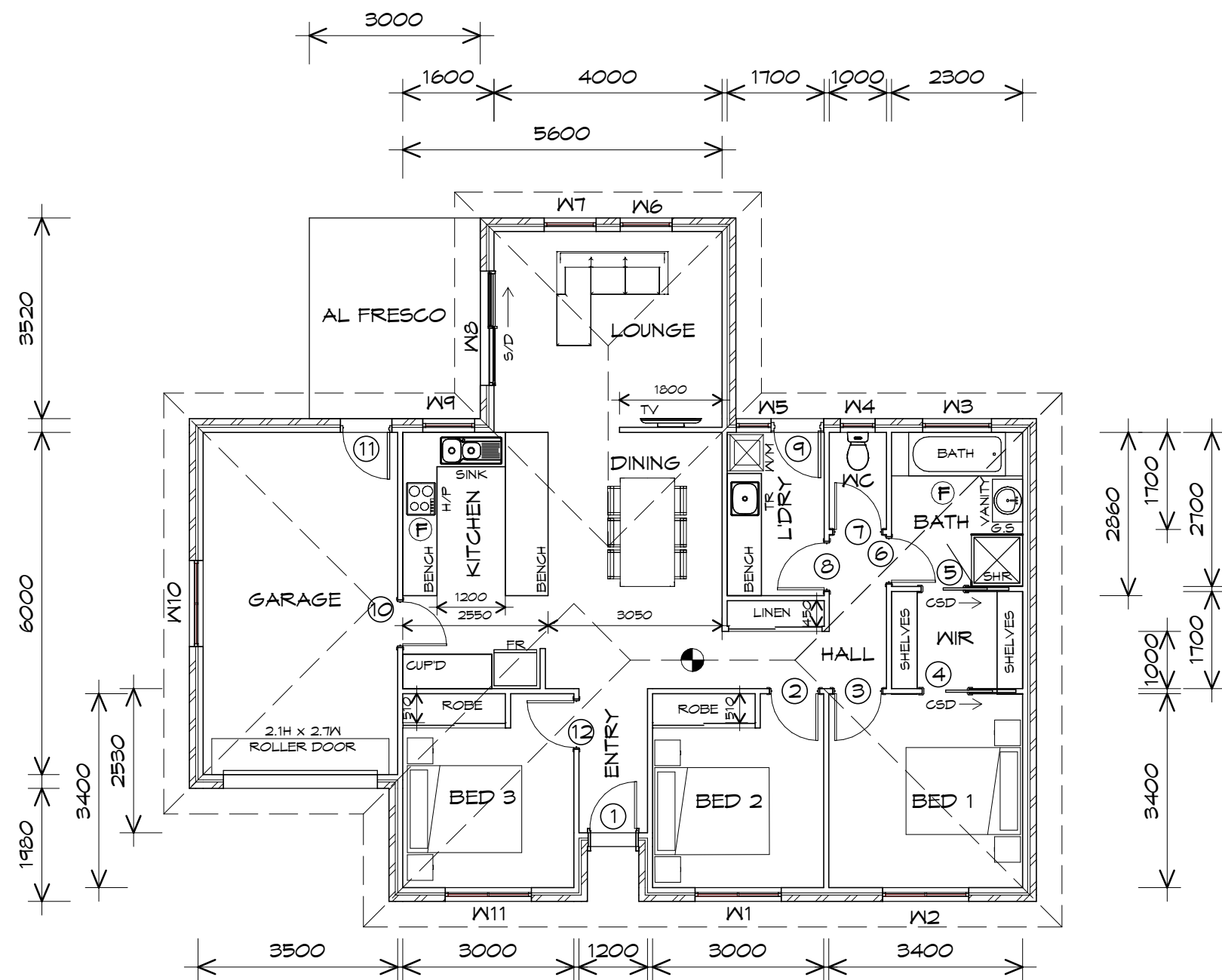
Project/Drawing No: PD18168-01 Revision: 02



**PLANNING**  
NOTE: DO NOT SCALE OFF DRAWINGS

**C&DS**





## LEGEND

- CSD CAVITY SLIDING DOOR
- S/D SLIDING DOOR
- (F) EXHAUST FAN-VENT TO OUTSIDE AIR.
- (●) 240v SMOKE ALARM

### SMOKE ALARMS

- ALL ALARMS TO BE INTERCONNECTED WHERE MORE THAN ONE ALARM IS INSTALLED.
- TO BE INTERCONNECTED BETWEEN FLOORS WHERE APPLICABLE.
- SMOKE ALARMS TO BE LOCATED ON ALL FLOORS IN ACCORDANCE WITH NCC 2016 VOL.2

### SANITARY COMPARTMENTS

MAINTAIN A CLEAR SPACE OF AT LEAST 1.2m BETWEEN THE CLOSET PAN AND NEAREST PART OF THE DOORWAY. OTHERWISE ENSURE REMOVABLE HINGES ARE INSTALLED TO SWING DOORS TO COMPLY WITH NCC 2016

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**Prime  
Design**

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Project:  
**PROPOSED NEW RESIDENCE  
65 MEANDER VALLEY ROAD  
HAGLEY**

Client name:  
**G. SELBY**

Drawing:  
**FLOOR PLAN**

Drafted by: **E.R.G.** Approved by: **T.C.P.**  
Date: **12/07/2018** Scale: **1 : 100**

Project/Drawing no: **PD18168- 02** Revision: **02**  
Accredited building practitioner: Frank Geskus -No CC246A

## FLOOR PLAN

1 : 100

### NOTE:

FLOOR AREAS INCLUDE TO EXTERNAL FACE OF BUILDING AND GARAGE, UNLESS OTHERWISE STATED. DECKS AND OUTDOOR AREAS ARE CALCULATED SEPARATELY.

FLOOR AREA	126.23	m2	( 13.57	SQUARES )
ALFRESCO AREA	18.02	m2	( 1.94	SQUARES )
TOTAL FLOOR AREA	144.25	m2	( 15.51	SQUARES )



GROUND FLOOR DOOR SCHEDULE			
MARK	WIDTH	TYPE	REMARKS
1	820	TIMBER ENTRY DOOR	
2	820	INTERNAL TIMBER DOOR	
3	820	INTERNAL TIMBER DOOR	
4	820	CAVITY SLIDING DOOR	
5	770	CAVITY SLIDING DOOR	
6	770	INTERNAL TIMBER DOOR	
7	820	INTERNAL TIMBER DOOR	
8	820	INTERNAL TIMBER DOOR	
9	820	EXTERNAL HALF GLASS	COUPLED
10	770	INTERNAL TIMBER DOOR	
11	820	GLAZED EXTERNAL DOOR	
12	820	INTERNAL TIMBER DOOR	

GROUND FLOOR WINDOW SCHEDULE				
MARK	HEIGHT	WIDTH	TYPE	REMARKS
W1	1800	1510	AWNING WINDOW	
W2	1800	1510	AWNING WINDOW	
W3	1000	1210	AWNING WINDOW	OPAQUE
W4	900	610	AWNING WINDOW	OPAQUE
W5	900	610	AWNING WINDOW	COUPLED
W6	1800	910	AWNING WINDOW	
W7	1800	910	AWNING WINDOW	
W8	2100	2000	SLIDING DOOR	
W9	1000	910	AWNING WINDOW	
W10	600	1510	AWNING WINDOW	
W11	1800	1510	AWNING WINDOW	

ALUMINIUM AWNING WINDOWS ??? GLAZING COMPLETE WITH FLY SCREENS TO SUIT ??? BAL RATING. ALL WINDOW MEASUREMENTS TO BE VERIFIED ON SITE PRIOR TO ORDERING



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Project:  
**PROPOSED NEW RESIDENCE  
 65 MEANDER VALLEY ROAD  
 HAGLEY**

Client name:  
**G. SELBY**

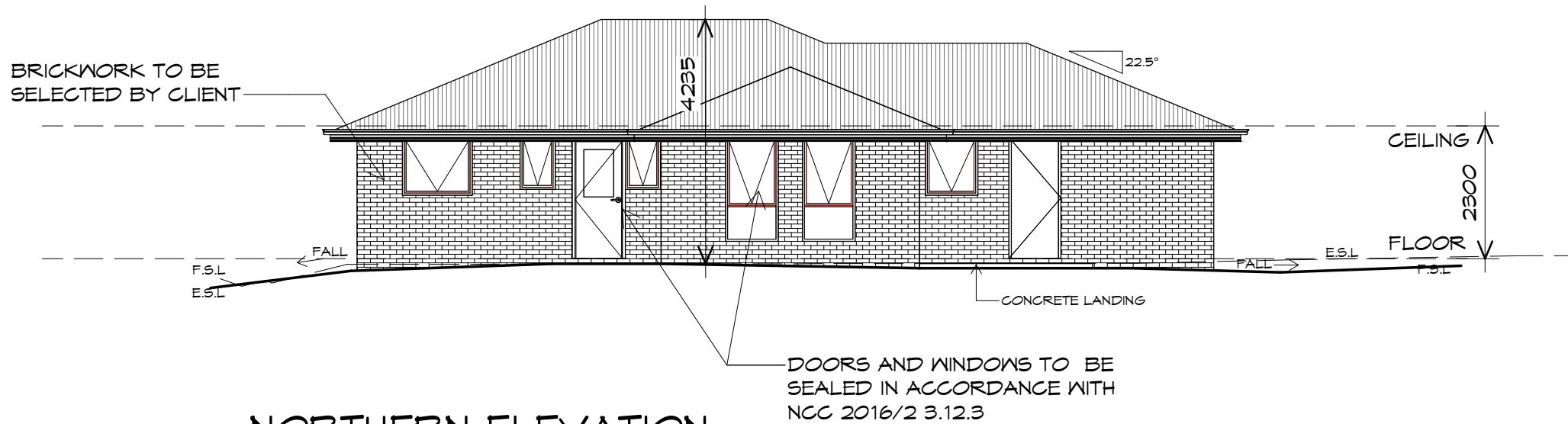
Drawing:  
**DOOR AND WINDOW  
 SCHEDULES**

Drafted by: **E.R.G.** Approved by: **T.C.P.**

Date: **12/07/2018** Scale:

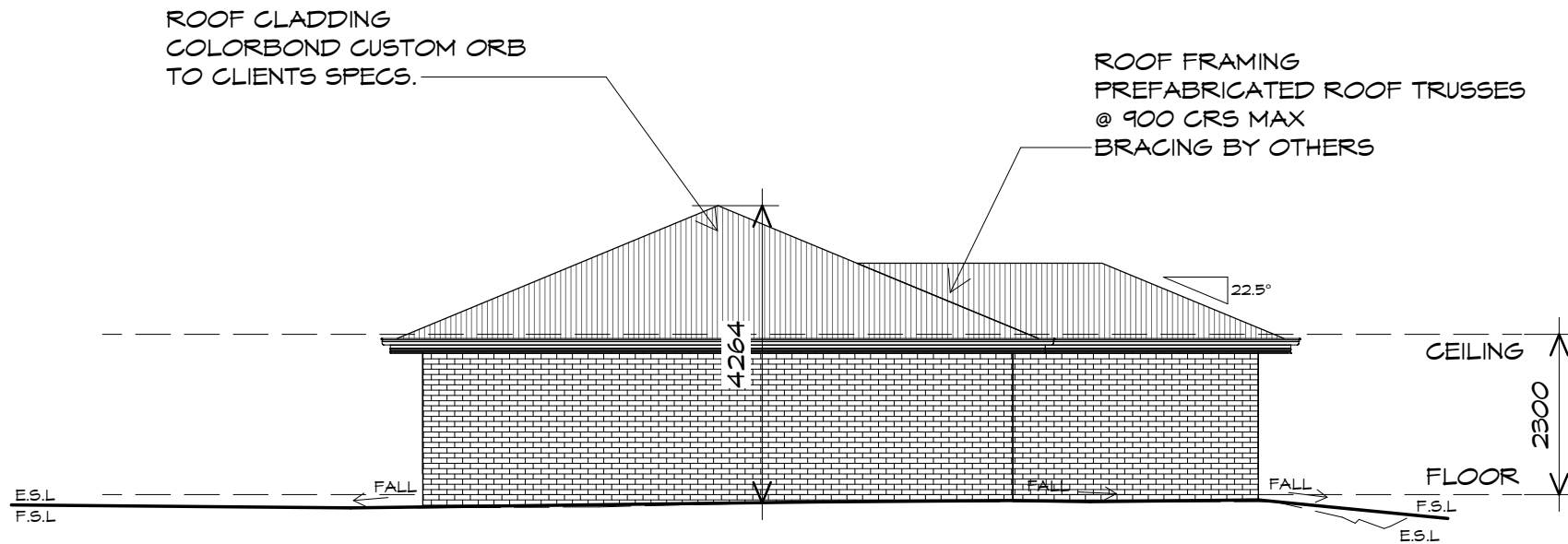
Project/Drawing no: **PD18168- 03** Revision: **02**

Accredited building practitioner: Frank Geskus -No CC246A



**NORTHERN ELEVATION**

1 : 100



**EASTERN ELEVATION**

1 : 100



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info@primedesigntas.com.au primedesigntas.com.au

Project:  
**PROPOSED NEW RESIDENCE  
65 MEANDER VALLEY ROAD  
HAGLEY**

Client name:  
**G. SELBY**

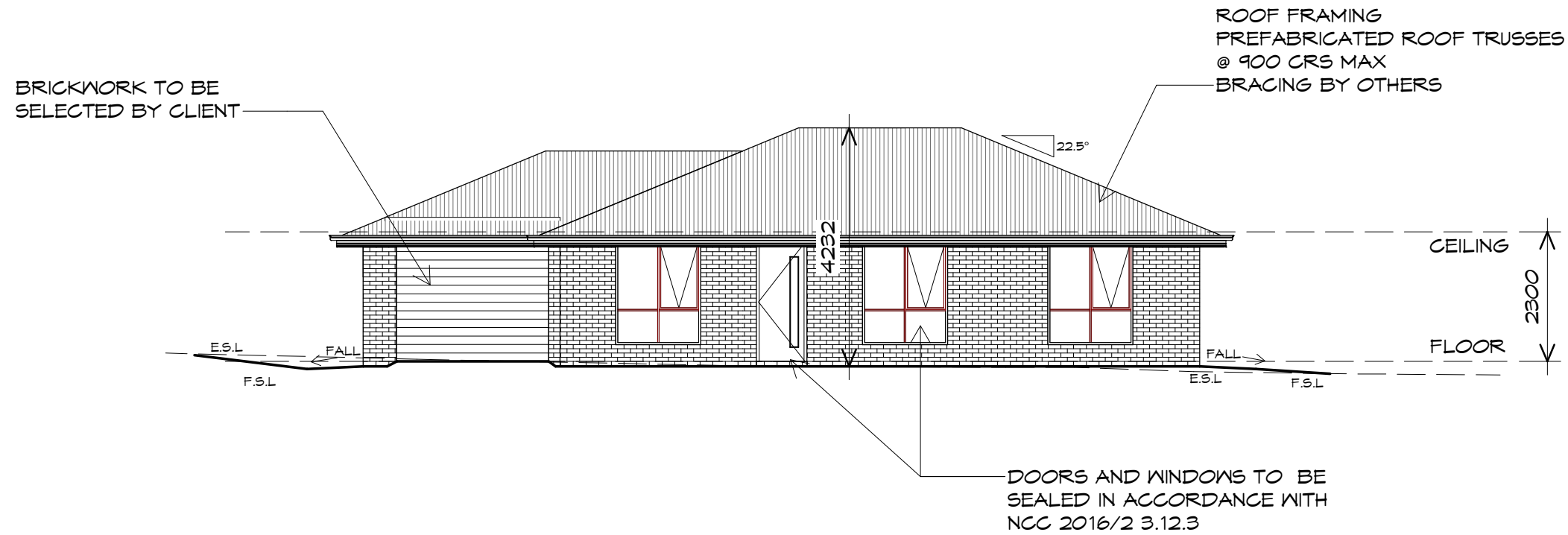
Drawing:  
**ELEVATIONS**

Drafted by: **E.R.G.** Approved by: **T.C.P.**

Date: **12/07/2018** Scale: **1 : 100**

Project/Drawing no: **PD18168- 04** Revision: **02**

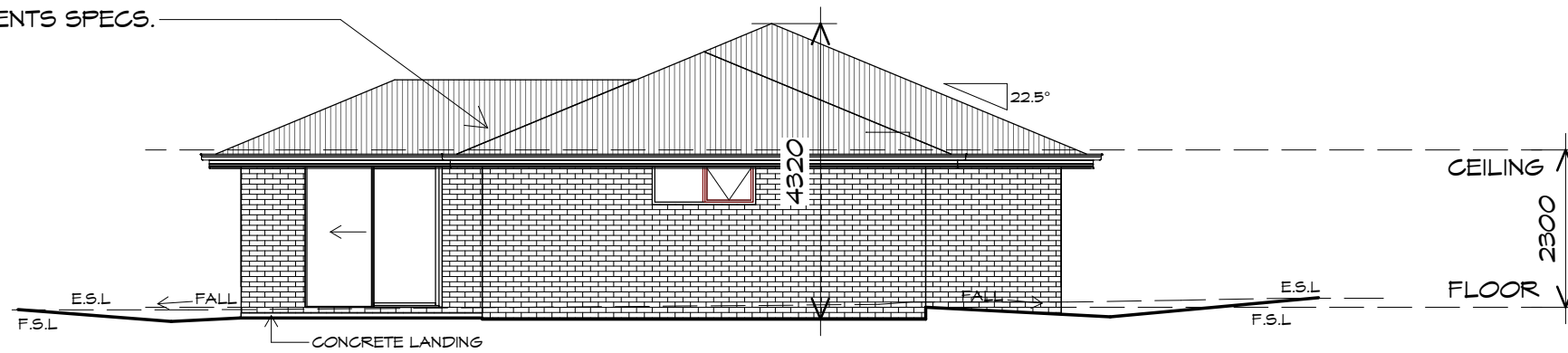
Accredited building practitioner: Frank Geskus -No CC246A



**SOUTHERN ELEVATION**

1 : 100

ROOF CLADDING  
COLORBOND CUSTOM ORB  
TO CLIENTS SPECS.



**WESTERN ELEVATION**

1 : 100



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info@primedesigntas.com.au primedesigntas.com.au

Project:  
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65 MEANDER VALLEY ROAD  
HAGLEY**

Client name:  
**G. SELBY**

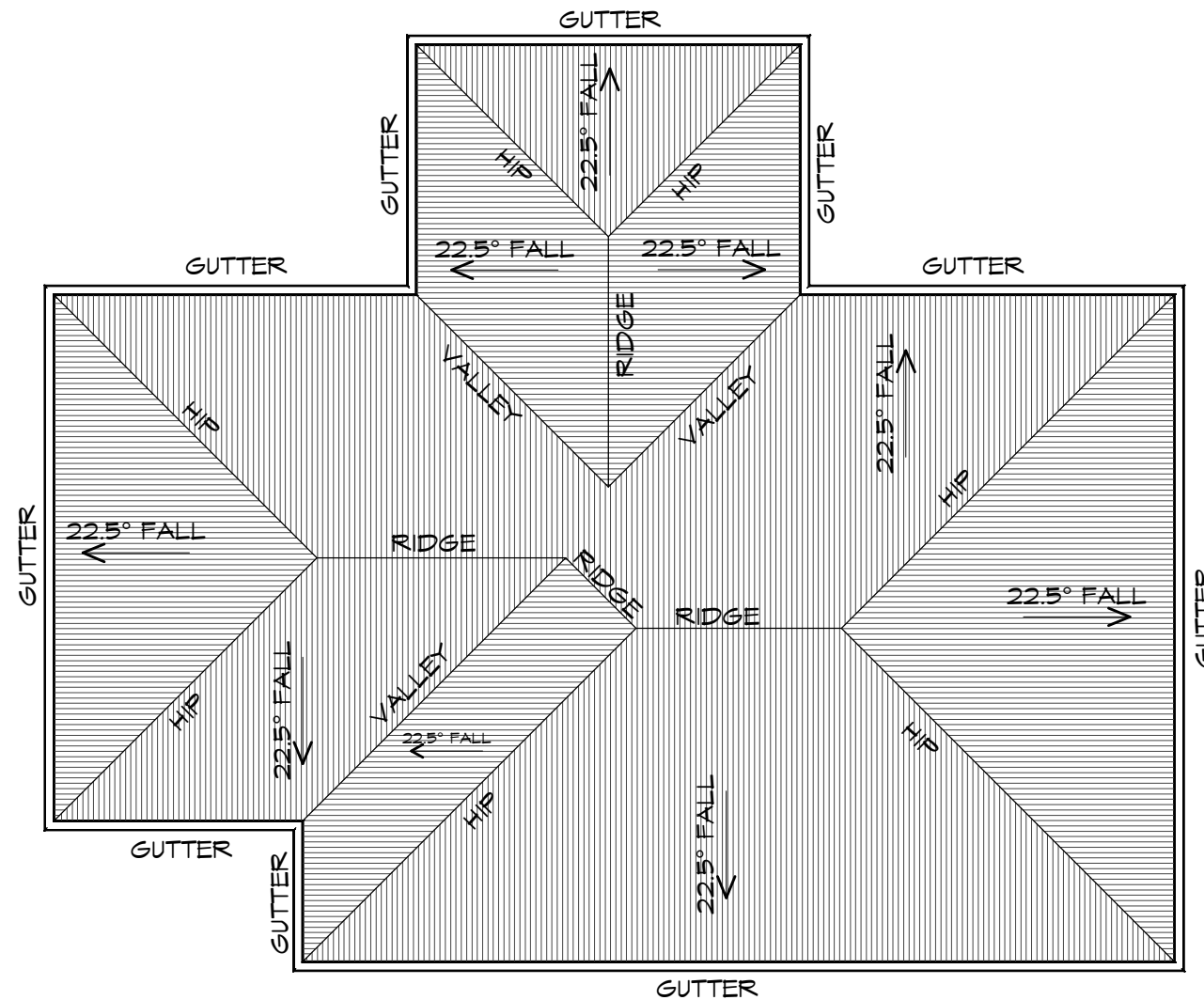
Drawing:  
**ELEVATIONS**

Drafted by: **E.R.G.** Approved by: **T.C.P.**

Date: **12/07/2018** Scale: **1 : 100**

Project/Drawing no: **PD18168- 05** Revision: **02**

Accredited building practitioner: Frank Geskus -No CC246A



**ROOF PLAN**

1 : 100

ROOF PLUMBING NOTES:

GUTTER INSTALLATION  
 TO BE IN ACCORDANCE WITH  
 NCC 2016 PART 3.5.2.4.  
 WITH FALL NO LESS THAN  
 1:100 FOR BOX GUTTERS  
 1:500 FOR EAVES GUTTER

UNLESS FIXED TO METAL FASCIA  
 EAVES GUTTER TO BE FIXED  
 @ 1200 CRS MAX.

VALLEY GUTTERS ON A ROOF WITH A PITCH:  
 A) MORE THAN 12.5° DEGREES - MUST  
 HAVE A WIDTH OF NOT LESS THAN  
 400mm AND ROOF OVERHANG OF NOT  
 LESS THAN 150mm EACH SIDE OF VALLEY  
 GUTTER.  
 B) LESS THAN 12.5° DEGREES, MUST BE  
 DESIGNED AS A BOX GUTTER.

LAP GUTTERS 75mm IN THE DIRECTION  
 OF FLOW, RIVET & SEAL WITH AN  
 APPROVED SILICONE SEALANT.

DOWNPIPE POSITIONS SHOWN ON THIS  
 PLAN ARE NOMINAL ONLY.  
 EXACT LOCATION & NUMBER OF D.P'S  
 REQUIRED ARE TO BE IN ACCORDANCE  
 WITH NCC CLAUSE 3.5.2.5 REQUIREMENTS.  
 SPACING BETWEEN DOWNPIPES MUST NOT  
 BE MORE THAN 12m & WITHIN 1.2m FROM A  
 VALLEY GUTTER.

ADDITIONAL ROOF LOAD

NO SOLAR P.V. SYSTEM HAS BEEN ALLOWED FOR,  
 NO SOLAR HOT WATER HAS BEEN ALLOWED FOR.

METAL SHEETING ROOF TO BE INSTALLED IN  
 ACCORDANCE WITH NCC 2016 3.5.1.3.  
 REFER TO TABLE 3.5.3.1a FOR ACCEPTABLE  
 CORROSION PROTECTION FOR SHEET ROOFING,  
 REFER TO TABLE 3.5.1.2 FOR ACCEPTABILITY OF  
 CONTACT BETWEEN DIFFERENT ROOFING  
 MATERIALS.

REFER TO NCC 2016 3.5.1.3. FOR FIXING, SHEET  
 LAYING SEQUENCE, FASTENER FREQUENCY FOR  
 TRANVERSE FLASHINGS AND CAPPINGS, ANTI  
 CAPILLARY BREAKS, FLASHING DETAILS.  
 ROOF PENETRATION FLASHING DETAILS.

**PLANNING**

NOTE: DO NOT SCALE OFF DRAWINGS



10 Goodman Court, Invermay Tasmania 7248,  
 p+ 03 6332 3790 f+ 03 63323789  
 info@primedesigntas.com.au primedesigntas.com.au  
 Accredited Building Practitioner: Frank Geskus No CC246A  
**C&DS 3**

Project:  
**PROPOSED NEW RESIDENCE**  
**65 MEANDER VALLEY ROAD**  
**HAGLEY**

Client name:  
**G. SELBY**

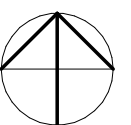
Drafted by: **E.R.G.** Approved By: **T.C.P.**



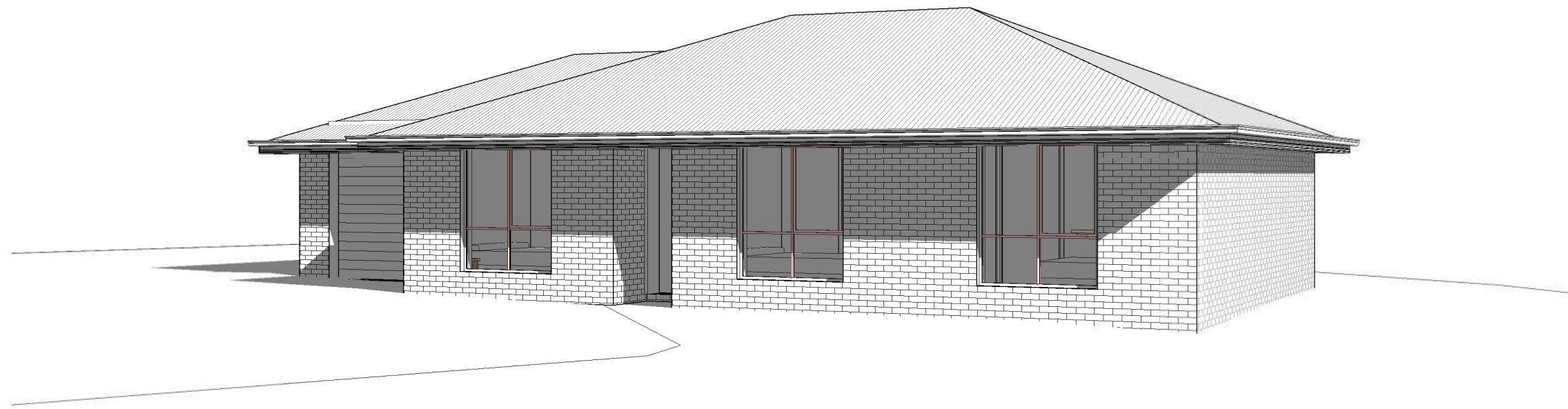
Drawing:  
**ROOF PLAN**

Date: **12/07/2018** Scale: **1 : 100**

Project/Drawing No:  
**PD18168- 06**



Revision:



## Onsite Waste Water Disposal Assessment

Prepared for

Site Location: 65 Meander Road,

Project Number: 0173-0842

Date: 19/06/2018

Prepared By: Philip Connors

- 0173-0842

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## 1 report Details

Site information:	
Locality:	65 Meander Road,
Owner Name:	C/- Prime Design
Owner Address:	
Owner Phone:	
Survey plan details:	Vol. 16431 Folio: 1
State:	Tasmania
Local Government Authority:	Meander Valley Council
Site plan Details:	See Attachment C
Name of site evaluator:	Philip Connors (CC103E) Protek Building Surveying Services Pty Ltd
Date of inspection:	

## 2 Introduction

The attached assessment and report is based upon a site and soil evaluation undertaken on 18/08/2016 by Tasman Geotechnics.

65 Meander Valley Road, Hagley is a 921m<sup>2</sup> allotment off Bass Highway Hagley.

The site is presently grassed and has a slight fall toward Moffitt Creek to the northern boundary.

A relatively wide road widening easement is included on the title to the southern boundary that results in the available land for waste water being restricted. This in turn creates a situation where the usual buffer separations distances have been reduced to approximately 3m from the proposed irrigation area to that of Moffitt Creek. This is taken seriously in the formulating of this design and the following positive features are recognised in reducing the recommended setback distances from 15m to 3m;

- 1- Level site (fall less than 3 degrees)
- 2- Limited occupancy (5 people)
- 3- Northerly facing site – good exposure to sun and wind.
- 4- Import of good loamy sandy topsoil over the irrigation area to a depth of not less than 200mm prior to installation of low pressure irrigation under a layer of mulch with the inclusion of appropriate wet area and nutrient tolerant plants to assist in uptake of moisture.
- 5- Inclusion of a bund below the irrigation bed ensure no direct contact with Moffitt Creek

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6- Conservative daily flow excluding allowance for water saving devices.

The following is a summary of this system design.

#### 2. Area

The site has a total area of 921m<sup>2</sup>.

#### 2. Aspect

The site has a general northerly aspect (slight fall only)

#### 2. Site Grade

The site has a gentle fall of approximately degrees toward the (what direction?)

Percent Grade (%)	Slope Angle Degrees (°)	Slope Ratio (V:H)
1	1.4	1:10.0

### 3. Water

#### 3. Surface Water

Given the very slight fall toward the creek it is considered highly unlikely that run-off from above the irrigation area will be an issue.

As it is necessary to import 250mm of loam to spread over the irrigation area, this will assist in directing surface water away from the irrigation.

#### 3. Lateral and vertical seepage and drainage

The soil is typically a clay and as such lateral seepage is likely without import of suitable sandy loam to form the irrigation bed area.

Due to the presence of the creek at the bottom of the site and limited area for irrigation, it will be necessary to provide a bund between the irrigation and the creek.

Setback distances will be dealt with as a performance based assessment in this instance due to reduced minimum setback distances as recommend in AS/NZS1547:2012 and the Directors Guidelines on waste water disposal.

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#### 4 Site shape

The following slope configuration and surface drainage qualities are identified for this site.

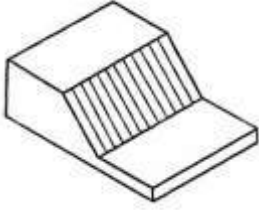
Linear Planar

<p>Natural drainage less effective with distance from crest; no spreading or acceleration</p>

Table 1 – Slope Configuration and Surface Drainage

#### 5 Soil assessment method

Test method adopted for this assessment is;

- Refer to soil test obtained by Tasman Geotechnics (see Appendix B)

#### 5.1 Location of

Test holes were augured in the areas proposed for the installation of the waste water disposal system. These have been identified on the system design plan and described in the soil profile included as Appendix B.

#### 5.2 Site status

Review of TheList Map indicates that this site is not affected by landslip.

#### 5.3 Site soil profile

Refer to the soil profile sheet attached as **Appendix B**

The site has been assessed by Tasman Geotechnics to include the following soil profiles:

Surface level	Description	Depth (mm)	Comment
Horizon 1	Clay with some fine grained gravel	1m+	Soil to be imported to top dress irrigation area
Horizon 2			

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Horizon 3			
Water Table			

Table 2 – soil profile summary

**E 2 Estimated soil**

Soil test	1	2	3	4	5	6
Soil category						X

6 = medium clay/heavy clay

It will be necessary to modify the site by import of suitable loamy soil to a depth of 250mm to ensure adequate uptake of effluent.

**E 3 Presence of coarse**

Class	% of coarse fragments
Very few	<2

Table 3 – Abundance of Coarse Fragments

**E 4 Size of coarse**

Type	Size (mm)
Fine gravel	2-6

Table 4 – size of coarse fragments

Note: when coarse fragments occupy more than 20% of the soil volume, consideration shall be given to whether it is desirable to change soil category by one class.

**E 5 Soil str.**

Degree of structure	Appearance
Moderate	Peds well formed and evident when disturbed but not distinct in undisturbed soil. When disturbed, 30% - 60% consists of peds smaller than 100mm.

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#### Table 5 – Structure

#### 5.1 Assessment of

As dispersion is likely in this instance, the soil is to be classified as Category 6.

Gypsum is to be added to the basal area of class 5 and 6 clay soils at the rate of 1kg/m<sup>2</sup> to assist in uptake of effluent.

#### 6.1 Indicative Permeability

<0.06m/day

Permeability testing was not conducted in this instance and visual assessment method of soil has been utilised.

Where dispersion is present/likely, the classification is to be increased by one category to ensure adequate capacity and operation of the system in accordance with the requirements of Table L1 of AS1547:2012.

It is also recognised that the design irrigation rate would normally be 2mm per day for a heavy clay site such as this.

In this instance, to be able to adequately cater for the design load rate for five people as proposed, considerable site modification is required including provision of a rock bund to protect the irrigation area from potential inundation from Moffitt Creek as well as provision of 250mm of good loamy top soil to assist in uptake of moisture. Set back distances have also been designed to protect Moffitt Creek with the understanding that we are applying secondary quality effluent to the receiving soils.

#### 7.1 Design irrigation rate (DIR)

Adopted DIR = 4mm/d

Note: for a moderate to heavy clay, the irrigation rate is typically 2mm per day. If this rate were applied to this application, the required irrigation area would be 375m<sup>2</sup>. It is proposed to import soil to a depth of 250mm to reduce this irrigation area back to 188m<sup>2</sup>

In this instance, there are several sensitive features present on this site.

The first is the proximity to Moffitt Creek at the bottom of the site.

The second is the heavy clay soil present on the site.

In determining how best to deal with both these issues, I have had to work with a limited area for irrigation given the expected occupancy of five (5) people. It is obvious that irrigation direct to the clay soil would not be possible in this instance and import of at least 250mm of good clean sandy loam is required to prepare the irrigation area. This irrigation area will also need extensive planting with nutrient and water tolerant shrubs, grasses and plant to assist with the uptake of the effluent.

A second line of defence is also required. This will be in the form of a bund along Moffitt Creek at the bottom of the site. This bund is required to (1) prevent seepage from the

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irrigation area affecting the creek; and (2) ensure that seasonal Flooding (possible) will not impact on the irrigate area.

### o Construction specifications for clay sites

During construction, the irrigation area is to be scarified to a depth of 150mm prior to placing gypsum at the rate of 1kg/m<sup>2</sup> to the base of the disposal area to prevent the clay dispersing.

### 7 Typical domestic waste water Flow Design Allowances

The following table is used to determine the likely waste water flow generated for this dwelling:

Typical domestic Waste Water Flow Design Allowances		
Source	Typical waste water design flows (L/person/day)	
Residential premises	Onsite tank water supply	Reticulated water supply
	120	150
Allowances for each fixture		
Waste Water Fixtures	Waste Treatment Device	Daily Flow (L/person/day)
WC Only	Black water tank	50
WC + hand basin	Black water tank	60
Hand-basin + Shower + bath + laundry	Grey water tank	90
All wastes	Septic tank	150
	Water Reduction fixtures	
The following water reduction fixtures can be utilised to reduce the total DLR by 15 – 18%		
Application	Tank water supply	Reticulated water supply
Households with standard water reduction fixtures (see note 1)	115L	145L
Households with full water reduction fixtures (see note 2)	80L	110L

Table 7 – typical daily design flow allowances.

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**Note 1 – Standard water reduction** fixtures include dual flush 11/5.5 litre water closets, shower flow restrictors, aerated taps and water conserving automatic washing machines.

**Note 2 – Full water reduction fixtures** include reduced flush 6/3 litre water closet, shower flow restrictors, aerated taps, front loading washing machine and flow/pressure control valves on all water outlets. Additionally, water reduction may be achieved by treatment of grey water and recycling of water closet flushing (reclaimed water cycling).

\*No allowance has been made in this system design to reduce the maximum daily flow rates. If installed, significantly less water will be generated from the dwelling but I have chosen to design for the worst case scenario in this instance.

### 10 Set back considerations

By way of guidance, Table R1 of AS/NZS1547:2012 give indicative set back distances that are considered commensurate for the level of risk to public health and the environment. The application of these set back recommendations is however subject to regulatory authority rules and design by a suitably qualified and experienced person.

Furthermore, the Directors of Building Control's Guidelines for On-site Waste Water Management Systems provides Deemed to Satisfy solutions as well as Performance Criteria relating to set-back distances from sensitive features. Where Performance assessment is chosen as the path for system design, additional evidence will be required to demonstrate compliance with the PCA, including a site specific risk assessment.

This site has several features of a sensitive nature that are required to be considered in the design of the onsite waste water disposal system. These include:

Deemed to Satisfy	Performance solution	Comment
<p>A1</p> <p>Horizontal separation distance from a building to a land application area must comply with one of the following:</p> <p>a) be no less than 6m:</p> <p>b) be no less than:</p> <p>(i) 3m from an upslope boundary or level building;</p> <p>(ii) If primary treated effluent to be no less than 4m plus 1m for every degree of average gradient from a downslope building;</p> <p>(iii) If secondary treated effluent and subsurface application, no less than 2m plus 0.25m for</p>	<p>P1</p> <p>The land application area is located to that the risk of waste water reducing the bearing capacity of a buildings foundations is acceptably low.</p>	<p>A1 – irrigation will be 2m minimum from footing of the dwelling - COMPLIES</p>



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every degree of average gradient from a downslope building.		
<p><b>A2</b></p> <p>Horizontal separation distance from downslope surface water to a land application area must comply with (a) or (b)</p> <p>a) be no less than 100m; or</p> <p>(b) be no less than the following:</p> <p>i) if primary treated effluent 15m plus 7m for every degree of average gradient to downslope surface water; or</p> <p>(ii) if secondary treated effluent and subsurface application, 15m plus 2m for every degree of average gradient to downslope surface water.</p>	<p><b>P2</b></p> <p>Horizontal separation distance from downslope surface water to a land application area must comply with all of the following:</p> <p>(a) Setbacks must be consistent with AS/NZS1547:2012 Appendix R;</p> <p>(b) A risk assessment in accordance with Appendix A of AS/NZS1547:2012 has been completed that demonstrates that the risk is acceptable.</p>	<p>A2 – 15m required</p> <p>4.5m proposed – non-compliant and risk assessment required.</p> <p>P2 – Proposed setback reduced to 4.5m with bund between irrigation and creek plus import of 250mm of soil in irrigation area in conjunction with extensive planting of shrubs.</p>
<p><b>A3</b></p> <p>Horizontal separation distance from a property boundary to a land application area must comply with either of the following:</p> <p>(a) be no less than 40m from a property boundary; or</p> <p>(b) be no less than:</p> <p>(i) 1.5m from an upslope or level property boundary; and</p> <p>(ii) If primary treated effluent 2m for every degree of average gradient from a downslope property boundary; or</p> <p>(iii) If secondary treated effluent and subsurface application, 1.5m plus 1m for every degree of average gradient from a downslope property boundary.</p>	<p><b>P3</b></p> <p>Horizontal separation distance from downslope surface water to a land application area must comply with all of the following:</p> <p>Setback distance from a property boundary to a land application area must comply with all of the following:</p> <p>(a) Setback must be consistent with AS/NZS1547:2012 Appendix R; and</p> <p>(b) A risk assessment in accordance with Appendix A of AS/NZS1547:2012 has been completed that demonstrates that the risk is acceptable.</p>	<p>A3 – 1.5m required</p> <p>1m to side boundary to closest irrigation proposed – Risk assessment required</p>

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<p>A4 Horizontal separation distance from a downslope bore, well or similar water supply to a land application area must be no less than 50m and not be within the zone of influence of the bore whether up or down gradient.</p>	<p>P4 Horizontal separation distance from a downslope bore, well or similar water supply to a land application area must comply with all of the following:  (a) Setback must be consistent with AS/NZS 1547 Appendix R; and  (b) A risk assessment completed in accordance with Appendix A of AS/NZS 1547 demonstrates that the risk is acceptable</p>	<p>A4 – no bore present</p>
<p>A5 Vertical separation distance between groundwater and a land application area must be no less than:  (a) 1.5m if primary treated effluent; or  (b) 0.6m if secondary treated effluent</p>	<p>P5 Vertical separation distance between groundwater and a land application area must comply with the following:  (a) Setback must be consistent with AS/NZS 1547 Appendix R; and  (b) A risk assessment completed in accordance with Appendix A of AS/NZS 1547 that demonstrates that the risk is acceptable</p>	<p>A5 – no water table present</p>
<p>A6 Vertical separation distance between a limiting layer and a land application area must be no less than:  (a) 1.5m if primary treated effluent; or  (b) 0.5m if secondary treated effluent</p>	<p>P6 Vertical setback must be consistent with AS/NZS1547 Appendix R.</p>	<p>A6 – no limiting layer present</p>
<p>A7 nil</p>	<p>P7 A wastewater treatment unit must be located a sufficient distance from buildings or neighbouring</p>	<p>P7 – 3m from dwelling proposed</p>

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	properties so that emissions (odour, noise or aerosols) from the unit do not create an environmental nuisance to the residents of those properties	
	Note: Part 6 of the Building Act 2016 specifies requirements for protection work which apply to plumbing work including a wastewater treatment unit.	No protection works required.

### 11 Selection of system specific to this site

Table K1 of AS/NZS 1547:2012 is referenced in determining the most appropriate system for this site. All of the information included above has been taken into account in the design specifications for the onsite waste water system specified for this site and it is determined that a FujiClean AWTS system will be best suited to this site.

#### 11.1 System design and System

Design for irrigation system is to be in accord with Table M1 of AS/NZS 1547:2012.

The soil is classified as Soil Category 6 (modified to 4).

Typical design irrigation rate for this application is therefore 4mm/day.

Table M2 of AS/NZS 1547:2012 recommends a reduction in the DIR according to slope as follows:

Slope	Reduction in DIR
Flat up to 10%	No reduction
10% to 20%	
20 to 30%	
>30%	

Table 10 – Recommended reduction in DIR according to slope.

The following design is to be adopted in this report:

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## 1.2 system design recommendations

Having assessed this site and taken into account the requirements of AS1547:2012, I recommend that the following design parameters be adopted for this onsite waste water disposal system.

### AWTS CONDITIONS

1. The system is to be a FujiClean AWTS
2. The primary irrigation area required is to be not less than 188m<sup>2</sup> and is to be pressure compensated drip irrigation installed on a 250mm bed of sandy loam and covered with coarse grade pine bark or similar to a depth of 100mm.
3. An area equal to 50% of the primary area (94m<sup>2</sup>) is to be set aside for future irrigation of effluent if and when required.
4. Warning signage is to be posted throughout the irrigation area warning of pipework in the vicinity and of reuse of effluent.
5. The system is to be installed and serviced in accord with the manufacturer's specifications.
6. The system is designed for an occupancy of 5 people at any one time.



Philip Connors (CC103E)  
Protek Consulting

- 0173-0842

APPENDIX A- Site Photographs



Photo 1



Photo 2 – Moffitt Creek



Photo 3 – rock retaining wall here



Photo 4

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## APPENDIX B - Borehole Log



30 August 2016

LXN Architecture & Consulting  
 19a Cross Street  
 NEW TOWN, TAS 7008

**Attention: Josh Crossin**

Dear Sir

**RE: AS2870 Site Classification,  
 65 Meander Valley Road, Hagley**

**1 INTRODUCTION**

A geotechnical investigation has been conducted for LXN Architecture & Consulting at the site of a proposed dwelling at 65 Meander Valley Road, Hagley (title reference 16431/1).

The investigation has been conducted for the purposes of assessing general subsurface conditions at the site and consequently assigning a Site Classification in accordance with AS 2870 – 2011 "Residential Slabs and Footings".

The borehole locations were chosen by the client based on the proposed house footprint. We understand that the site is prone to flooding, and that the house will be constructed on poles at an elevation above predicted flood levels.

**2 FIELD INVESTIGATION**

The field investigation was conducted on 18 August 2016, and involved the hand augering of two boreholes (HA1 and HA2) to depths of 1.6m and 1.0m respectively. Both boreholes terminated due to refusal on hard clay.

The engineering logs of the boreholes are attached and their locations are shown on Figure 1.

**3 SITE CONDITIONS**

The 930m<sup>2</sup> triangular site is within an agricultural area. The site is currently vacant, and bound by Meander Valley Road to the south, a residential allotment to the west and an unnamed creek to the northeast. The site is vegetated with grass, and some trees along the boundaries.

The site appeared poorly drained as the ground surface was soft. No signs of landslide movement were observed.

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 E wayne@tasmangeotechnics.com.au

Reference: TG16078/2 - 01report

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The Mineral Resources Tasmania Digital Geological Atlas, 1:25,000 Series, Westbury sheet, shows the site to be located on Tertiary sediments described as "Poorly consolidated clay, silt, and clayey labile sand with rare gravel and lignite; some iron oxide-cemented layers and concretions; some leaf fossils".

The site has not been mapped on or near any known landslides, nor in a source, regression or runoff area associated with landslides.

The boreholes typically encountered 0.1m of clay topsoil, overlying high plasticity clay to at least 1.6m below ground level. The clay was grey becoming brown with depth. A layer of medium to coarse grained gravel was encountered in HA1 from 1.0m to 1.3m below ground level.

Groundwater inflow was observed at 1.0m below ground level in HA1 and 0.1m below ground level in HA2.

Laboratory testing by Tasman Geotechnics found that the soil from BH1 at 0.8m to 1.0m below ground level has the following properties:

- Liquid Limit = 59%
- Plastic Limit = 34%
- Plasticity Index = 25%
- Linear Shrinkage = 13%.

These results are considered high.

#### 4 CLASSIFICATION

After allowing due consideration of the site geology, and the possibility of flooding, the site has been classified as follows:

##### CLASS P (AS2870 – 2011)

Notwithstanding, the soil classification is:

##### CLASS H1 (AS2870 – 2011)

##### Characteristic surface movement, $y_s = 50\text{mm}$

Foundation designs in accordance with this classification are subject to the conditions of Section 5.

This Classification is applicable only for ground conditions encountered at the time of this investigation. If cut or fill earthworks in excess of 1.0m are carried out, then the Site Classification will need to be re-assessed, and possibly changed.

#### 5 DISCUSSION

Particular attention should be paid to the design of footings as required by AS 2870 – 2011. In addition, footings should be designed to withstand lateral forces from flood waters and make allowance for possible scour.

In addition to normal founding requirements arising from the above classification, particular conditions at this site dictate that the founding medium for all footings should be:

**CLAY**, (CH), high plasticity, dark grey, encountered from 0.1m below ground level

An allowable bearing pressure of 100 kPa is available for edge beams, strip and pad footings founded as above.

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The Mineral Resources Tasmania Digital Geological Atlas, 1:25,000 Series, Westbury sheet, shows the site to be located on Tertiary sediments described as "Poorly consolidated clay, silt, and clayey labile sand with rare gravel and lignite; some iron oxide-cemented layers and concretions; some leaf fossils".

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An allowable bearing pressure of 100 kPa is available for edge beams, strip and pad footings founded as above.



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## Important information about your report

**These notes are provided to help you understand the limitations of your report.**

### Project Scope

Your report has been developed on the basis of your unique project specific requirements as understood by Tasman Geotechnics at the time, and applies only to the site investigated. Tasman Geotechnics should be consulted if there are subsequent changes to the proposed project, to assess how the changes impact on the report's recommendations.

### Subsurface Conditions

Subsurface conditions are created by natural processes and the activity of man.

A site assessment identifies subsurface conditions at discreet locations. Actual conditions at other locations may differ from those inferred to exist, because no professional, no matter how qualified, can reveal what is hidden by earth, rock and time.

Nothing can be done to change the conditions that exist, but steps can be taken to reduce the impact of unexpected conditions. For this reason, the services of Tasman Geotechnics should be retained throughout the project, to identify variable conditions, conduct additional investigation or tests if required and recommend solutions to problems encountered on site.

### Advice and Recommendations

Your report contains advice or recommendations which are based on observations, measurements, calculations and professional interpretation, all of which have a level of uncertainty attached.

The recommendations are based on the assumption that subsurface conditions encountered at the discreet locations are indicative of an area. This can not be substantiated until implementation of the project has commenced. Tasman Geotechnics is familiar with the background information and should be consulted to assess whether or not the report's recommendations are valid, or whether changes should be considered.

The report as a whole presents the findings of the site assessment, and the report should not be copied in part or altered in any way.

TASMAN GEOTECHNICS

Rev 01, May 2008

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## g e o t e c h n i c s

Soils are described in accordance with the Unified Soil Classification System (USCS), as shown in the following table.

### FIELD IDENTIFICATION

COARSE GRAINED SOILS	more than 50% of material less than 63mm is larger than 0.075mm	GRAVELS	GW	Well graded gravels and gravel-sand mixtures, little or no fines
			GP	Poorly graded gravels and gravel-sand mixtures, little or no fines
		GRAVELLY SOILS	GM	Silty gravels, gravel-sand-silt mixtures, non-plastic fines
			GC	Clayey gravels, gravel-sand-clay mixtures, plastic fines
	SANDS	SW	Well graded sands and gravelly sands, little or no fines	
		SP	Poorly graded sands and gravelly sands, little or no fines	
	SANDY SOILS	SM	Silty sand, sand-silt mixtures, non-plastic fines	
		SC	Clayey sands, sand-clay mixtures, plastic fines	

			DRY STRENGTH	DILATANCY	TOUGHNESS		
FINE GRAINED SOILS	more than 50% of material less than 63mm is less than 0.075mm	SILT & CLAY, liquid limit less than 50%	ML	Inorganic silts, very fine sands or clayey fine sands	None to low	Quick to slow	None
			CL	Inorganic clays or low to medium plasticity, gravelly clays, sandy clays and silty clays	Medium to high	None to very slow	Medium
			OL	Organic silts and organic silty clays of low plasticity	Low to medium	Slow	Low
	SILT & CLAY, liquid limit greater than 50%	MH	Inorganic silts, micaceous or diatomaceous fine sands or silts	Low to medium	Slow to none	Low to medium	
		CH	Inorganic clays of high plasticity, fat clays	High	None	High	
		OH	Organic clays of medium to high plasticity	Medium to high	None to very slow	Low to medium	
PEAT		Pt	Peat muck and other highly organic soils				

### Particle size descriptive terms

Name	Subdivision	Size
Boulders		>200mm
Cobbles		63mm to 200mm
Gravel	coarse	20mm to 63mm
	medium	6mm to 20mm
Sand	fine	2.36mm to 6mm
	coarse	600µm to 2.36mm
	medium	200µm to 600µm
	fine	75µm to 200µm

### Moisture Condition

Dry (D)	Looks and feels dry. Cohesive soils are hard, friable or powdery. Granular soils run freely through fingers.
Moist (M)	Soil feels cool, darkened in colour. Cohesive soils are usually weakened by moisture presence, granular soils tend to cohere.
Wet (W)	As for moist soils, but free water forms on hands when sample is handled

Cohesive soils can also be described relative to their plastic limit, ie: <Wp, =Wp, >Wp  
The plastic limit is defined as the minimum water content at which the soil can be rolled into a thread 3mm thick.

### Consistency of cohesive soils

Term	Undrained strength	Field guide
Very soft VS	<12kPa	A finger can be pushed well into soil with little effort
Soft S	12 - 25kPa	Easily penetrated several cm by fist
Firm F	25 - 50kPa	Soil can be indented about 5mm by thumb
Stiff St	50-100kPa	Surface can be indented but not penetrated by thumb
Very stiff VSt	100-200kPa	Surface can be marked but not indented by thumb
Hard H	>200kPa	Indented with difficulty by thumb nail
Friable Fb	-	Crumbles or powders when scraped by thumb nail

### Density of granular soils

Term	Density index
Very loose	<35%
Loose	15 to 35%
medium dense	35 to 65%
Dense	65 to 85%
Very dense	>85%

### Minor Components

Term	Proportions	Observed properties
Trace of	Coarse grained: <5% Fine grained: <15%	Presence just detectable by feel or eye. Soil properties little or no different to general properties of primary component.
With some	Coarse grained: 5-12% Fine grained: 15-30%	Presence easily detected by feel or eye. Soil properties little different to general properties of primary component.

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**ENGINEERING BOREHOLE LOG**



**TASMAN**  
geotechnics

**Borehole no. HA1**

**Sheet no. 1 of 1**  
**Job no. TG16078/2**

**Client :** LXN Architecture  
**Project :** AS2870  
**Location :** 65 Meander Valley Road, Hagley

**Date :** 18/8/2016  
**Logged By :** LG

**Drill model :** Hand Auger      **Slope :** deg      **RL Surface :**  
**Hole diameter :** 60mm      **Bearing :** deg      **Datum :**

Method	Penetration				Notes Samples Tests	Water	Graphic Log	Classification	Material Description	Moisture Condition	Consistency density, index	Structure, additional observations
	1	2	3	4								
Auger							CH	CLAY, high plasticity, brown, with some fine to medium grained gravel	M	F		
							CL	CLAY, medium plasticity, dark grey, with some silt and fine grained sand	M	St		
							CH	CLAY, high plasticity, brown, with some fine to medium grained gravel	M	St		
					D		GC	GRAVEL, medium to coarse grained, pale brown, with some clay	W	MD		
							CH	CLAY, high plasticity, brown, with some fine to medium grained gravel	W	St		
							Terminated at 1.6m, refusal on hard clay					

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**ENGINEERING BOREHOLE LOG**



**Borehole no. HA2**

**Client :** LXN Architecture  
**Project :** AS2870  
**Location :** 65 Meander Valley Road, Hagley

**Sheet no.** 1 of 1  
**Job no.** TG16078/2

**Date :** 18/8/2016  
**Logged By :** LG

**Drill model :** Hand Auger      **Slope :** deg      **RL Surface :**  
**Hole diameter :** 60mm      **Bearing :** deg      **Datum :**

Method	Penetration				Notes Samples Tests	Water	Graphic Log	Classification	Material Description	Moisture Condition	Consistency density, index	Structure, additional observations
	1	2	3	4								
Auger							CH	CLAY, high plasticity, brown, with some fine to medium grained gravel	W	S		
							CH	CLAY, high plasticity, dark grey, with some silt and fine grained sand	W	St		
							CH	CLAY, high plasticity, brown, with some fine to medium grained gravel	W	VSt		
								Terminated at 1.0m, refusal on hard clay				

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APPENDIX C - Design Plan  
(Separate Attachment)

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APPENDIX D - Loading Certificate

Loading Certificate

AS/NZS 1547:2012 Section 7.4.2

To:  Permit Authority  
 Address  
  Suburb/postcode

Accredited Designer Details

From:  Category:   
 Business name:   
 Address:  Phone No:   
  Fax No:   
 Licence No:  Email address:

Details of proposed work

Owner:  Designer Project Ref No:   
 Address:  Folio:   
  Volume:   
 Type of work:  (new building / alteration / addition / repair /demolition / removal / re-erection / other)  
 Description:

Details of proposed work

1. System Capacity
  - (i) Number of Persons  
The maximum of number of persons at any one time is 5 in accordance with J1 of AS/NZS 1547:2012.
  - (ii) Daily Flow  
750L/day.
2. Summary of design criteria  
The proposed Onsite Waste Disposal System is based on site inspection undertaken on (insert date of inspection) and takes into account the principles supplied in AS/NZS 1547:2012. Please refer to the attached report for full design criteria.
3. Location & use of reserve area  
Reserve area is available for future trenches/irrigation area as detailed on the attached site plan.
4. Use of water efficient fittings, fixture and appliances  
The design is based on mains water (150L per person per day) as detailed in H1 of AS/NZS1547:2012

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A reduction of approximately 15% in the design volume can be achieved if tank water is used together with water saving devices including, dual flush water closets, shower flow restrictors etc. These have not been included in the report.

Allowable variation from design flows (peak loading events)

Should the number of persons consistently exceed the number stated it is recommended that an additional system design be conducted to ensure satisfactory capacity of the FujiClean AWTS system.

5. Consequences of changes in loading (due to varying wastewater characteristics)

(i) Consequences of overloading the system

The consequences of consistently overloading the system include eventual system failure.

(ii) Consequences of under loading the system

Nil.

6. Consequences of lack of operations, maintenance and monitoring attention

Like any waste water system the AWTS needs to be regularly serviced in accordance with the manufactures instruction.

There are many factors affecting the successful operation of a disposal system and additional work may be required to maintain the system operation.

7. Serviceable Life

This system is designed with a Design Serviceable life of 10 years however is dependent on servicing and maintenance of the system in accordance with manufacturer's specifications and/or in accordance with the recommendations for servicing and maintenance as contained within Australian Standard AS1547:2012.

8. Any other relevant considerations related to use of the system

This system has been recommended due to the proposed occupancy of the building as well as the soil category and site restraints.

Attribution as designer:

I was responsible for the design of this building or building work.



Designer Signed

Date: 09/08/2018



APPENDIX E - Form 35 (Certificate of the Responsible Designer)

CERTIFICATE OF THE RESPONSIBLE DESIGNER

Section 94  
Section 106  
Section 129  
Section 155

To:  Owner name  
 Address  
  Suburb/postcode

Form 35

Designer details:

Name:  Category:   
 Business name:  Phone No:   
 Business address:   
  Fax No:   
 Licence No:  Email address:

Details of the proposed work:

Owner/Applicant:  Designer's project reference No.   
 Address:  Lot No:

Type of plumbing work:

Type of work: Building work  Plumbing work  (X one applicable.)  
 (new building / alteration / addition / repair / removal / re-erection water / sewerage / stormwater / on-site wastewater management system / backflow prevention / other)

Description of the Design Work (Scope, limitations or exclusions): (X all applicable certificates)

Certificate Type:	Certificate	Responsible Practitioner
<input type="checkbox"/>	Building design	Architect or Building Designer
<input type="checkbox"/>	Structural design	Engineer or Civil Designer
<input type="checkbox"/>	Fire Safety design	Fire Engineer
<input type="checkbox"/>	Civil design	Civil Engineer or Civil Designer
<input type="checkbox"/>	Hydraulic design	Building Services Designer
<input type="checkbox"/>	Fire service design	Building Services Designer
<input type="checkbox"/>	Electrical design	Building Services Designer
<input type="checkbox"/>	Mechanical design	Building Services Designer

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<input type="checkbox"/> Plumbing design	Plumber-Certifier; Architect, Building
<input checked="" type="checkbox"/> Other (specify) – Onsite Waste Water Design	
Deemed-to-Satisfy: <input type="checkbox"/>	Performance Solution: <input checked="" type="checkbox"/> (X the appropriate box)
Other details: This is a performance based assessment and relates to (1) reduction of set back from irrigation to the creek from 15m back to 4.5m based upon modification of the site; and (2) reduction of side set back form 1.5m to 1m based upon site modification.	

## Design documents provided:

The following documents are provided with this Certificate –  
Document description:

Drawing numbers: 0173-0842 pages	Prepared by: Philip Connors	Date: 19/06/2018
Schedules:	Prepared by:	Date:
Specifications:	Prepared by:	Date:
Computations:	Prepared by:	Date:
Performance solution proposals:	Prepared by:	Date:
Test reports:	Prepared by:	Date:

## Standards, codes or guidelines relied on in design process:

AS/NZS1547:2012  
Directors Guidelines on the installation of onsite waste water.

## Any other relevant documentation:

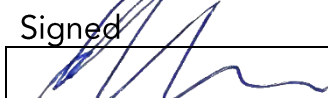
Risk assessment prepared by Philip Connors – 19/06/2018

## Attribution as designer:

I, Philip Connors am responsible for the design of that part of the work as described in this certificate;

The documentation relating to the design includes sufficient information for the assessment of the work in accordance with the *Building Act 2016* and sufficient detail for the builder or plumber to carry out the work in accordance with the documents and the Act;

This certificate confirms compliance and is evidence of suitability of this design with the requirements of the National Construction Code.

Designer:	Name: (print) Philip Connors	Signed 	Date 19/06/2018
Licence No:	CC103E		

Assessment of Certifiable Works: (TasWater)

Note: single residential dwellings and outbuildings on a lot with an existing sewer connection are not considered to increase demand and are not certifiable.

If you cannot check ALL of these boxes, LEAVE THIS SECTION BLANK.

TasWater must then be contacted to determine if the proposed works are Certifiable Works.

I confirm that the proposed works are not Certifiable Works, in accordance with the Guidelines for TasWater CCW Assessments, by virtue that all of the following are satisfied:

- The works will not increase the demand for water supplied by TasWater
- The works will not increase or decrease the amount of sewage or toxins that is to be removed by, or discharged into, TasWater's sewerage infrastructure
- The works will not require a new connection, or a modification to an existing connection, to be made to TasWater's infrastructure
- The works will not damage or interfere with TasWater's works
- The works will not adversely affect TasWater's operations
- The work are not within 2m of TasWater's infrastructure and are outside any TasWater easement
- I have checked the LISTMap to confirm the location of TasWater infrastructure
- If the property is connected to TasWater's water system, a water meter is in place, or has been applied for to TasWater.

Certification:

I, Philip Connors being responsible for the proposed work, am satisfied that the works described above are not Certifiable Works, as defined within the Water and Sewerage Industry Act 2008, that I have answered the above questions with all due diligence and have read and understood the Guidelines for TasWater CCW Assessments.

Note: the Guidelines for TasWater Certification of Certifiable Works Assessments are available at: [www.taswater.com.au](http://www.taswater.com.au)

Designer:      Name: (print)      Signed      Date

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APPENDIX F - Risk Assessment

Problem/Risk	Likelihood	Consequence	Is remedial action required?	Factors that increase likelihood	Design risk reduction measures
Septic tank maintenance and capacity considerations					
System failure due to power outage causing cessation of pumps and aerators	N/A <input type="checkbox"/> Unlikely <input type="checkbox"/> Possible <input type="checkbox"/> Likely <input checked="" type="checkbox"/> Very likely <input type="checkbox"/>	Minimal <input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input checked="" type="checkbox"/> Major <input type="checkbox"/> Severe <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Remote or poorly serviced power areas Faulty wiring	Emergency numbers readily displayed 24-hour emergency capacity Separate emergency storage Consider use of back-up power supply. Education of property owners to leave system on during holidays, for example, lower power setting to use correct operational setting
Lack of maintenance	N/A <input type="checkbox"/> Unlikely <input checked="" type="checkbox"/> Possible <input type="checkbox"/> Likely <input type="checkbox"/> Very likely <input type="checkbox"/>	Minimal <input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Major <input checked="" type="checkbox"/> Severe <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Change of ownership Carelessness	Check septic tank regularly for correct operation. Ensure that the tank access cover is accessible and visible for servicing purposes. Pump out as recommended to remove build-up of solids Regular servicing of the effluent filter is required to prevent carry over of solids to the disposal bed. Records of servicing are to be retained by the owner and passed onto any following owner of the dwelling together with all necessary documentation and

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Problem/Risk	Likelihood	Consequence	Is remedial action required?	Factors that increase likelihood	Design risk reduction measures
					information to ensure that the onsite waste water system is used and maintained in accord with the design parameters.
Traffic driving over the tank	N/A <input type="checkbox"/> Unlikely <input type="checkbox"/> Possible <input checked="" type="checkbox"/> Likely <input type="checkbox"/> Very likely <input type="checkbox"/>	Minimal <input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input checked="" type="checkbox"/> Major <input type="checkbox"/> Severe <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	No signage or fencing installed  Tank buried below surface and not visible	Where necessary, fence off the area around the tank and trenches to protect them against traffic and stock damage.
Septic tank flooding	N/A <input type="checkbox"/> Unlikely <input checked="" type="checkbox"/> Possible <input type="checkbox"/> Likely <input type="checkbox"/> Very likely <input type="checkbox"/>	Minimal <input checked="" type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Major <input type="checkbox"/> Severe <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Septic tank installed too low in the ground  Surface water entering the system above the tank	Install riser and ensure that it is sealed against water ingress.  Ensure that all overflow relief gullies and other openings that will allow water to enter the system are above low areas and free from water ingress.
Pipe blockage	N/A <input type="checkbox"/> Unlikely <input type="checkbox"/> Possible <input checked="" type="checkbox"/> Likely <input type="checkbox"/>	Minimal <input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input checked="" type="checkbox"/> Major <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Discharge of inappropriate material to household sewer	Provision of system care and maintenance guidelines for the home owner.

PHONE: 03 6332 3700 | FAX: 03 6332 3720 | EMAIL: [enquiries@protekco.com.au](mailto:enquiries@protekco.com.au) | WEBSITE: [www.protekco.com.au](http://www.protekco.com.au)

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Problem/Risk	Likelihood	Consequence	Is remedial action required?	Factors that increase likelihood	Design risk reduction measures
		Severe <input type="checkbox"/>			
Inappropriate use of harmful chemical and poisoning of the system	N/A <input type="checkbox"/> Unlikely <input type="checkbox"/> Possible <input checked="" type="checkbox"/> Likely <input type="checkbox"/>	Minimal <input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Major <input checked="" type="checkbox"/> Severe <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Insufficient knowledge of suitable chemicals for use in house	Educate property owners. Pumpout septic tank/treatment unit. Recommission wastewater treatment unit by seeding with sludge from another plant.
Uneven distribution system/broken/damaged distribution lines	N/A <input type="checkbox"/> Unlikely <input type="checkbox"/> Possible <input checked="" type="checkbox"/> Likely <input type="checkbox"/>	Minimal <input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input checked="" type="checkbox"/> Major <input type="checkbox"/> Severe <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Regularly check the irrigation bed to ensure satisfactory operation.
Soil characteristics considerations					
Soil system failure in dispersive soils	N/A <input type="checkbox"/> Unlikely <input type="checkbox"/> Possible <input type="checkbox"/> Likely <input type="checkbox"/> Very likely <input checked="" type="checkbox"/>	Minimal <input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Major <input checked="" type="checkbox"/> Severe <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Presence of Class 5-6 clay soils	Apply gypsum to clay soils at the rate of 1kg/m <sup>2</sup> to limit dispersion and to assist in effluent take up. Manage sodium inputs through education of property owners. Ensure sufficient topsoil depth and plant density to absorb rainfall and applied waste water.

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Problem/Risk	Likelihood	Consequence	Is remedial action required?	Factors that increase likelihood	Design risk reduction measures
					Enlarge reserve areas; use lower design loading rate.
Marginal soil conditions	N/A <input type="checkbox"/> Unlikely <input type="checkbox"/> Possible <input type="checkbox"/> Likely <input type="checkbox"/> Very likely <input checked="" type="checkbox"/>	Minimal <input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Major <input checked="" type="checkbox"/> Severe <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Ensure sufficient topsoil depth and plant density to absorb rainfall and applied wastewater. Plant intensively with high ET plant species. Locate drainage field to maximise evaporation. Secondary level of treatment is to be provide to the irrigation area Drip irrigation system is to be installed under 100mm of coarse pine bark. Incorporate factors of safety through conservative design criteria, or additional wastewater treatment capacity. Increase performance monitoring inspection level and frequency. Stringent peer review of design.

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Problem/Risk	Likelihood	Consequence	Is remedial action required?	Factors that increase likelihood	Design risk reduction measures
Site constraints	N/A <input type="checkbox"/> Unlikely <input type="checkbox"/> Possible <input type="checkbox"/> Likely <input type="checkbox"/> Very likely <input checked="" type="checkbox"/>	Minimal <input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Major <input checked="" type="checkbox"/> Severe <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Steeper slopes and small lots above other properties.	Consider decrease/limit scale of development/occupancy capacity permitted.  Use water conservation measures, maintaining 100% design land application area sizing established on basis of full flow design allowances without any reduction for low water use fixtures  *(note: no allowance has been made for use of water saving devices in the design of this system).  Incorporate factors of safety through conservative design criteria (including pumped timer dose loading for optimum use of land application area), or additional wastewater treatment capacity/level of treatment, or both  Increase performance monitoring inspection level and frequency.
	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		



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Problem/Risk	Likelihood	Consequence	Is remedial action required?	Factors that increase likelihood	Design risk reduction measures
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
Aspect and climate considerations					
South facing, poor exposure to sunlight	N/A <input type="checkbox"/> Unlikely <input checked="" type="checkbox"/> Possible <input type="checkbox"/> Likely <input type="checkbox"/> Very likely <input type="checkbox"/>	Minimal <input checked="" type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Major <input type="checkbox"/> Severe <input type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
High rainfall periods lasting several weeks	N/A <input type="checkbox"/> Unlikely <input type="checkbox"/> Possible <input type="checkbox"/> Likely <input type="checkbox"/> Very likely <input checked="" type="checkbox"/>	Minimal <input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Major <input checked="" type="checkbox"/> Severe <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Surface water runoff entering the disposal area. Creek overflowing and flooding the disposal area	In this instance, we need to ensure that a viable irrigation area is available even if the creek is flooding. To this end, what I propose is that we establish both the primary and future irrigation areas and divide the irrigation up into two specific zones as follows:  1. Zone 1 – in close proximity to the creek and irrigation protected by a bund as shown on the design plan. This would be shallow sub-surface

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Problem/Risk	Likelihood	Consequence	Is remedial action required?	Factors that increase likelihood	Design risk reduction measures
					<p>irrigation to landscaped beds; and</p> <p>2. Zone 2 – shallow pressure compensated irrigation to lawn areas above the area within possible flood zone.</p> <p>In this way, there will always be at least one irrigation area that can service the dwelling even if the creek floods.</p>
Consistent low temperatures during high rainfall periods	N/A <input type="checkbox"/> Unlikely <input type="checkbox"/> Possible <input checked="" type="checkbox"/> Likely <input type="checkbox"/> Very likely <input type="checkbox"/>	Minimal <input checked="" type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Major <input type="checkbox"/> Severe <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Surface water runoff entering the disposal area	Use design in accord with AS/NZS 1547:2012 to cater for worst case scenario and allow additional disposal area in proportion to risk.
Stormwater	N/A <input type="checkbox"/> Unlikely <input checked="" type="checkbox"/> Possible <input type="checkbox"/> Likely <input type="checkbox"/> Very likely <input type="checkbox"/>	Minimal <input checked="" type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Major <input type="checkbox"/> Severe <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Lack of maintenance to roof catchments Unmanaged water tank overflows	<p>Ensure all stormwater overflows and drains are directed away from disposal area and discharge to the creek.</p> <p>Discharge storm water below disposal area.</p> <p>Ensure that future site modifications do not cause</p>

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Problem/Risk	Likelihood	Consequence	Is remedial action required?	Factors that increase likelihood	Design risk reduction measures
					surface/storm water to be directed to disposal area.
Salinisation	N/A <input checked="" type="checkbox"/> Unlikely <input type="checkbox"/> Possible <input type="checkbox"/> Likely <input type="checkbox"/> Very likely <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
Highly permeable soils or soils with preferential pathways	N/A <input checked="" type="checkbox"/> Unlikely <input type="checkbox"/> Possible <input type="checkbox"/> Likely <input type="checkbox"/> Very likely <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	

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Problem/Risk	Likelihood	Consequence	Is remedial action required?	Factors that increase likelihood	Design risk reduction measures
Set back limitations					
Small lots or existing lots with little area for effluent disposal	N/A <input type="checkbox"/> Unlikely <input type="checkbox"/> Possible <input type="checkbox"/> Likely <input type="checkbox"/> Very likely <input checked="" type="checkbox"/>	Minimal <input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Major <input checked="" type="checkbox"/> Severe <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Small lot size. Steep slopes. Over development of the site thus reducing available area for waste water disposal. Proximity to waterways and other sensitive features.	In this instance, we need to ensure that a viable irrigation area is available even if the creek is flooding. To this end, what I propose is that we establish both the primary and future irrigation areas and divide the irrigation up into two specific zones as follows: <ol style="list-style-type: none"> <li>3. Zone 1 – in close proximity to the creek and irrigation protected by a bund as shown on the design plan. This would be shallow sub-surface irrigation to landscaped beds; and</li> <li>4. Zone 2 – shallow pressure compensated irrigation to lawn areas above the area within possible flood zone.</li> </ol>

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Problem/Risk	Likelihood	Consequence	Is remedial action required?	Factors that increase likelihood	Design risk reduction measures
					<p>In this way, there will always be at least one irrigation area that can service the dwelling even if the creek floods.</p> <p>AS/NZS1547:2012 Table R1 suggests a setback from water bodies suggests that additional information from an authority or other hydrologist should be sought in some instances where sensitive water bodies are present.</p> <p>In this case, I have designed a system that will deliver secondary treated effluent to modified irrigation beds. These beds are to be constructed by</p> <ol style="list-style-type: none"> <li>(1) Ploughing the basal area to a depth of 150mm</li> <li>(2) Applying gypsum to the basal area at the rate of 1kg/m<sup>2</sup> prior to overlaying the area with 250mm of good sandy loam.</li> <li>(3) Installation of the pressure compensated drip irrigation over the prepared soil area;</li> </ol>

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Problem/Risk	Likelihood	Consequence	Is remedial action required?	Factors that increase likelihood	Design risk reduction measures
					<p>(4) Application of a 100mm layer of pine board or similar and</p> <p>(5) Extensive planting of the irrigation area with suitable nutrient and water tolerant shrubs and plans at the rate of not less than 1 plant per 9m<sup>2</sup>.</p> <p>Additionally, the site is to be provided with two separate irrigation zones. In this instance, we need to ensure that a viable irrigation area is available even if the creek is flooding. To this end, what I propose is that we establish both the primary and future irrigation areas and divide the irrigation up into two specific zones as follows:</p> <p>Zone 1 – in close proximity to the creek and irrigation protected by a bund as shown on the design plan. This would be shallow sub-surface irrigation to landscaped beds; and</p> <p>Zone 2 – shallow pressure compensated irrigation to lawn</p>

- 0173-0842

Problem/Risk	Likelihood	Consequence	Is remedial action required?	Factors that increase likelihood	Design risk reduction measures
					<p>areas above the area within possible flood zone.</p> <p>In this way, there will always be at least one irrigation area that can service the dwelling even if the creek floods.</p>

- 0173-0842

APPENDIX G - Checklist of required documents

Schedule 2 Documents – Plumbing Works			
Item	Specifics	Provided yes/no	Comments
1. A plan of the land, drawn to a scale of not less than 1:500, showing the following:	(a) the title boundaries, dimensions and directions of the land;	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
	(b) the position and dimensions of any easement which affects or runs with the land;	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	As shown on the site plan
	(c) the name and level of any street or way onto which the land abuts;	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Provided
	(d) the position of any existing and proposed buildings on the land and the purpose for which the building is, or is intended to be, used;	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Shown on the system design plan
2. Complete set of as constructed drawings of the installation, drawn to a scale of not less than 1:200 or as agreed to by the Permit Authority, showing the following:	(a) the title boundaries of the land;	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	As shown on plan and attached legend

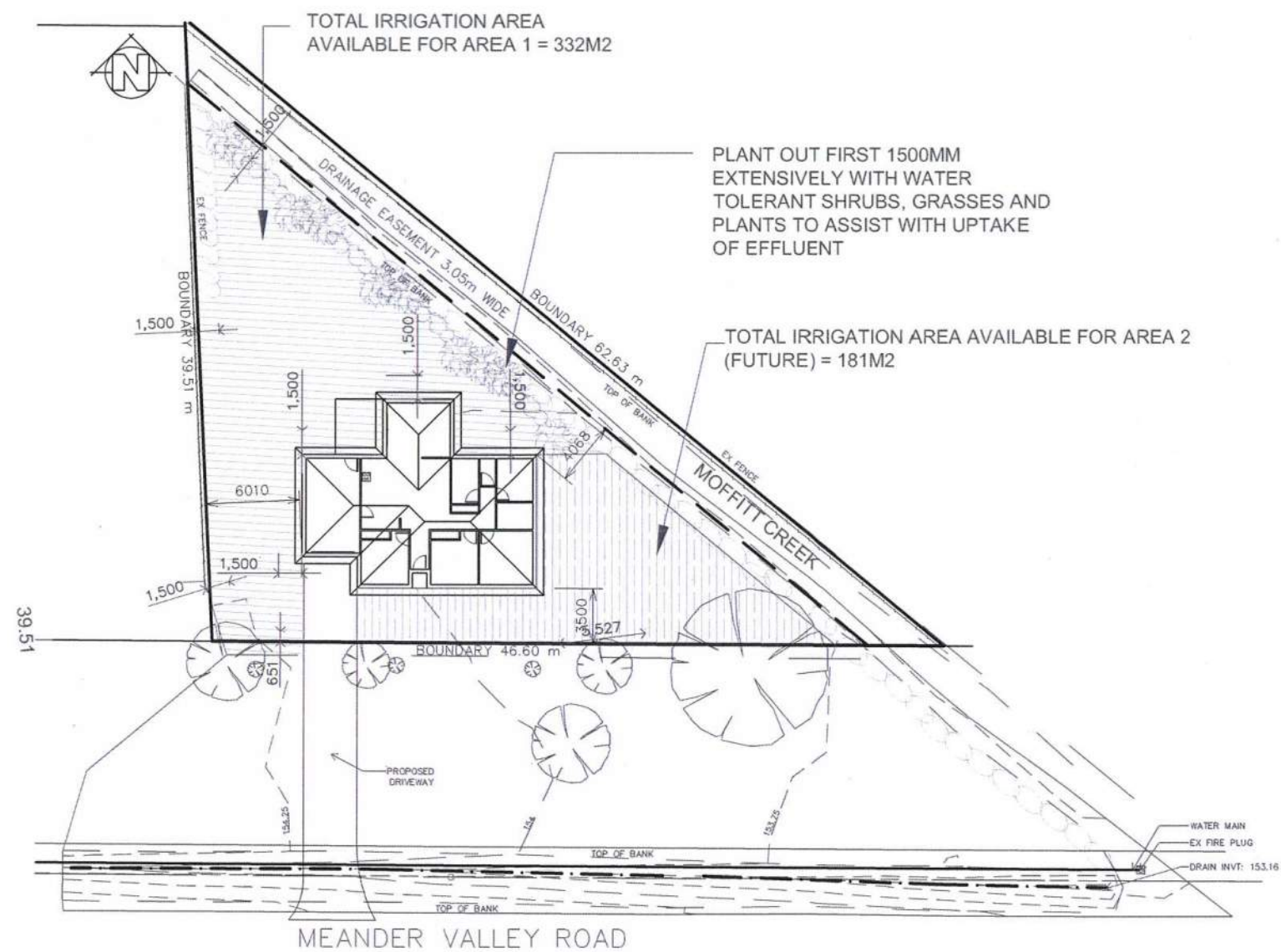


- 0173-0842

	(b) the position of any existing or new buildings or structures on the land;	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Detail provided of disposal system
	(c) the position of any roads or driveways on the land;	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	As shown on plan and attached legend
	(d) the location, size, material and depth of any drains, pipes, inspection openings and vents;	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	As shown on plan and attached legend.
	(e) the location of any cut-off drains diverting surface or ground water;	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	As shown on plan and attached legend
	(f) the location of any fixtures in the building;	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	N/A
	(g) the location of any valves or other devices on the system (where required); and	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Shown where appropriate
	(h) any other matter required by the Permit Authority.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	To be advised
3. Any other documents required by the Permit Authority.		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	None requested

- 0173-0842

4. Construction details of the plumbing work, drawn to a scale of not less than 1:20		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	As shown on design plan
5. If the land is not capable of being drained into a common sewer	a) an application for a plumbing permit to install an on-site waste water management system, together with the documents specified in Part 3 of this Schedule; or	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Completed and provided with this application
	b) a plumbing permit to install an on-site waste water management system.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	To be advised



10 Goodman Court, Invermay  
 ph:(03) 6332 3700  
 fax:(03) 63347694  
 email: [proteks@protekco.com.au](mailto:proteks@protekco.com.au)

Project  
 Onsite Waste Water System Design  
 for  
 Rossiter Homes  
 at  
 65 Meander Road, Hagley

Drawing  
 Site plan - total area available for irrigation

Designed  
 PC

Approved  
 PC

Scale  
 1:400

Date  
 11/07/2018

Drawn  
 PC

Project/Drawing  
 0173-0842 (Pg. 01)

© Copyright

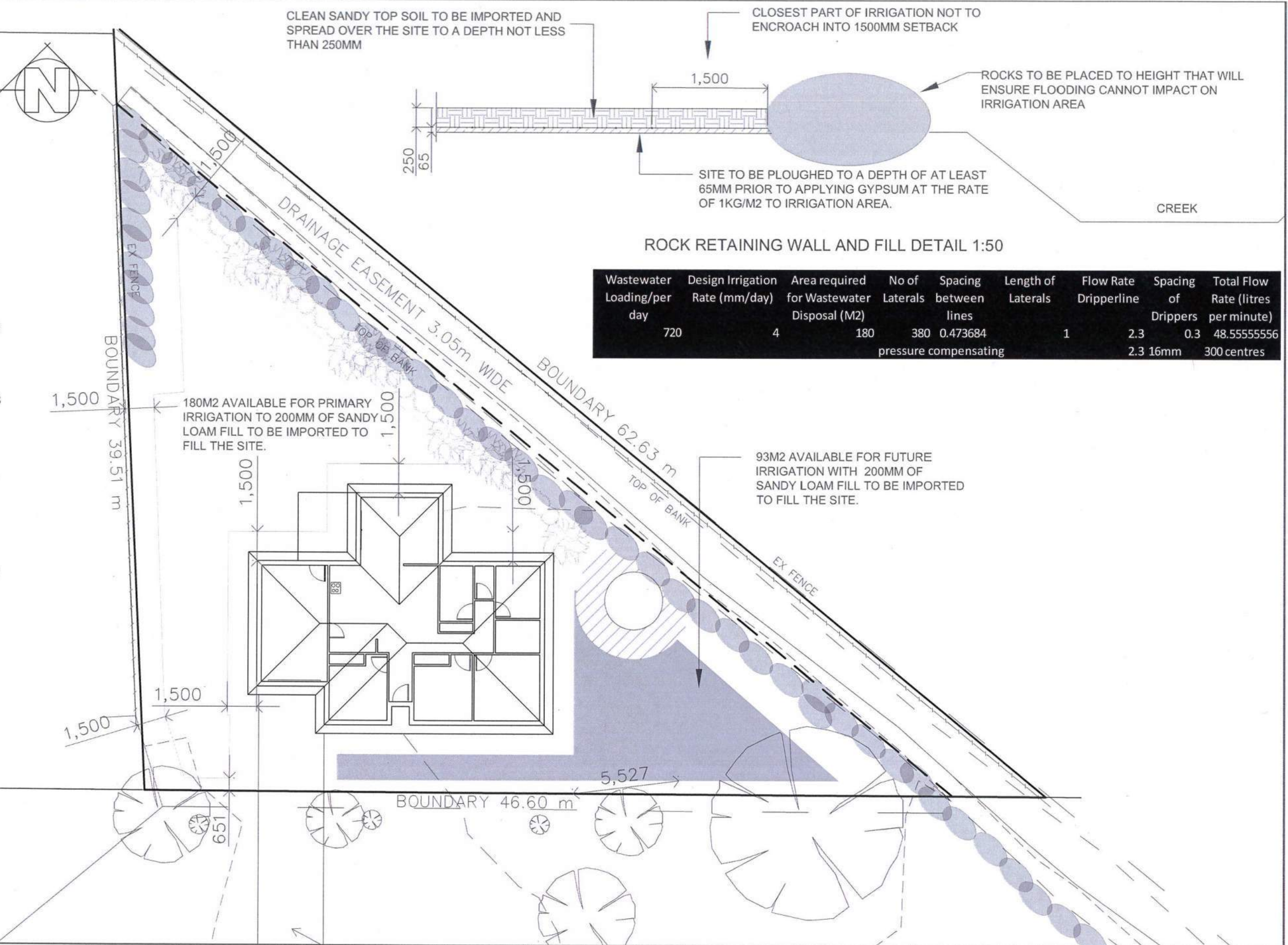
Rev  
 00

**CONSTRUCTION NOTES;**

- a. IRRIGATION DESIGN AND INSTALLATION TO BE AS PER m10.2 OF AS1547:2012
- b. DRIP IRRIGATION SYSTEM SHALL;
  - b. HAVE PRESSURE COMPENSATING DRIP EMITTER SYSTEM DESIGNATED TO EVENLY DISTRIBUTE THE EFFLUENT TO AVOID CLOGGING BY SOIL AND ROOTS;
  - c. FOR SUB-SURFACE DRIP IRRIGATION, HAVE THE HEADER AND DRIP SYSTEM BURIED AT A DEPTH OF 100MM - 150MM IN THE TOPSOIL; AND
  - d. HAVE THE DRIPPER SYSTEM SPACED TO PROVIDE AN EFFECTIVE EVEN DISTRIBUTION OF EFFLUENT OVER THE WHOLE OF THE DESIGN AREA.

ALL PIPES ARE TO COMPLY WITH AS/NZS 4130 AND 4129 OR WITH AS/NZS 1477. PRESSURE COMPENSATING DRIP EMITTER LINES SHOULD BE OF A PURPLE COLOR TO INDICATE THE CONVEYANCE OF WASTE WATER EFFLUENT.

- MARKING**  
THE PRESENCE OF BURIED PIPES SHALL;
1. BE INDICATED USING EITHER UNDERGROUND MARKING TAPE; OR
  2. BE INDICATED BY SIGNAGE, PROMINENTLY DISPLAYING THE WORDS:  
"SEWAGE EFFLUENT PIPE-WORK INSTALLED BELOW"  
"DO NOT DIG"



Project  
Onsite Waste Water System Design  
for  
Rossiter Homes  
at  
65 Meander Road, Hagley

10 Goodman Court, Invermay  
ph:(03) 6332 3700  
fax:(03) 63347694  
email: pconnors@protekco.com.au

Drawing  
Irrigation zones 1 and 2

Designed  
PC

Approved  
PC

Scale 1:200	© Copyright
Date 19/06/2018	Drawn PC
Project/Drawing 0173-0842 (Pg. 02)	Rev 00

## Sandi Scott

---

**From:** Dino De Paoli  
**Sent:** Friday, 17 August 2018 3:36 PM  
**To:** Justin Simons  
**Cc:** Sandi Scott  
**Subject:** 65 Meander Valley Road - Flooding

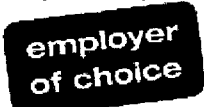
The subject property has been exposed to minor localized flooding during extreme weather events, largely caused by Meander Valley Road prohibiting the southward movement of water. Since the extreme weather event in 2016, improvements have been undertaken to improve the flow of drains to the north of Meander Valley Road. The development application further proposes to construct a bund adjacent to the existing drain to limit the flow of water onto the property. The application also proposes to increase the surface level of the site by 250mm to accommodate an onsite waste water treatment system which will further assist to reduce flooding of the site.

It is anticipated that the flood risk would be no greater than Insignificant (Low) as per the Risk Consequence and Likelihood Matrix Table, being: *No injury, low loss – cleaning but no replacement of habitable building components, some repair of garden beds, gravel driveways etc. Environment can naturally withstand and recover without remediation.*

Kind regards

**Dino De Paoli** | Director Infrastructure Services  
**Meander Valley Council**  
*working together*

T: 03 6393 5340 | F: 6393 1474 | M: 0409 547 797 | E: [Dino.DePaoli@mvc.tas.gov.au](mailto:Dino.DePaoli@mvc.tas.gov.au) | W: [www.meander.tas.gov.au](http://www.meander.tas.gov.au)  
26 Lyall Street (PO Box 102), Westbury, TAS 7303



Please consider the environment before printing this email.

Dwelling PA/19/0014	
Index No. 13833	
Doc No.	
RCV'D	- 3 SEP 2018 MVC
Action Officer JS	Dept. CDS
EO	OD ✓

Dear Sandi Scott,

Re: Application for development at  
65 Meander Valley Rd, Hagley 7292 TAS.

I object strongly to the application to the proposed dwelling at 65 Meander Valley Rd.

We have prime farming land at 75 Meander Valley Rd in Hagley. We run cattle, sheep and crops this land.

① If the height of the block is raised and a rock retaining wall is put in place, it will increase the water onto our property and create problems with soil erosion.

② It will also increase the risk of flooding to our neighbours at 63 Meander Valley Rd.

③ When we have had significant rain, the block at 65 Meander Valley Rd has flooded first and then it impacts the surrounding land. If this dwelling is to go ahead it will put significantly more water onto the surrounding properties.

④ On the plans it is stated that a minimum of 250 mm of top soil will be put on the block. What is the maximum level of top soil to be put on the block. Legally I believe

this to be a gully area. They could actually create a mountain in Hagley.

(5) Council has done some work on the bridge between 65 & 63 Meander Valley Rd. I do not believe it is enough in the event of significant rain. The water level will rise and the water pressure will build up and the boards will wash away, leaving access for our stock to wander onto the road.

If this application is successful and there is increased flooding of the surrounding properties, will council accept responsibility. I believe council will be financially & morally obliged to recompense any damage caused if this application is successful.

Yours sincerely

Caroline Ross  
75 Meander Valley Rd  
Hagley TAS 7292  
phone 0600 624214

# **C&DS 4 180 WANDILLA ROAD, QUAMBY BROOK - HOME BASED BUSINESS**

## **1) Introduction**

This report considers application PA\18\0237 for a Residential outbuilding and home based business on land located at 180 Wandilla Road, Quamby Brook (CT:161365/1) with access via the adjoining road reserve.

## **2) Background**

### **Applicant**

B Griffiths

### **Planning Controls**

The subject land is controlled by the *Meander Valley Interim Planning Scheme 2013* (referred to in this report as the 'Scheme').

### **Use & Development**

The application proposes to construct a residential outbuilding, comprising a 12.2m (40 foot) long shipping container, with a width of 2.4m and height of 2.6m. The application also proposes to operate a home based business from the site selling firearms, ammunition and related items. A significant portion of the business will consist of online sales, courier and postal delivery. A full description of the proposal is included in the attached documents.



Figure 1: locality plan, showing setback of the proposed outbuilding, indicated in blue



## **Site & Surrounds**

The subject title is located within a rural area and has an area of 9.3 hectares. The land comprises a lifestyle property with an existing single dwelling.

Land to the east of the subject title is owned by Forestry Tasmania and is largely covered by native vegetation. Land to the north, south and west is used for resource development with a mix of grazing and forestry. The property is 1.8km from the nearest neighbouring dwelling. A Crown Road Reserve immediately adjoins the title to the west. The owners of the land have applied for an access licence over this land.

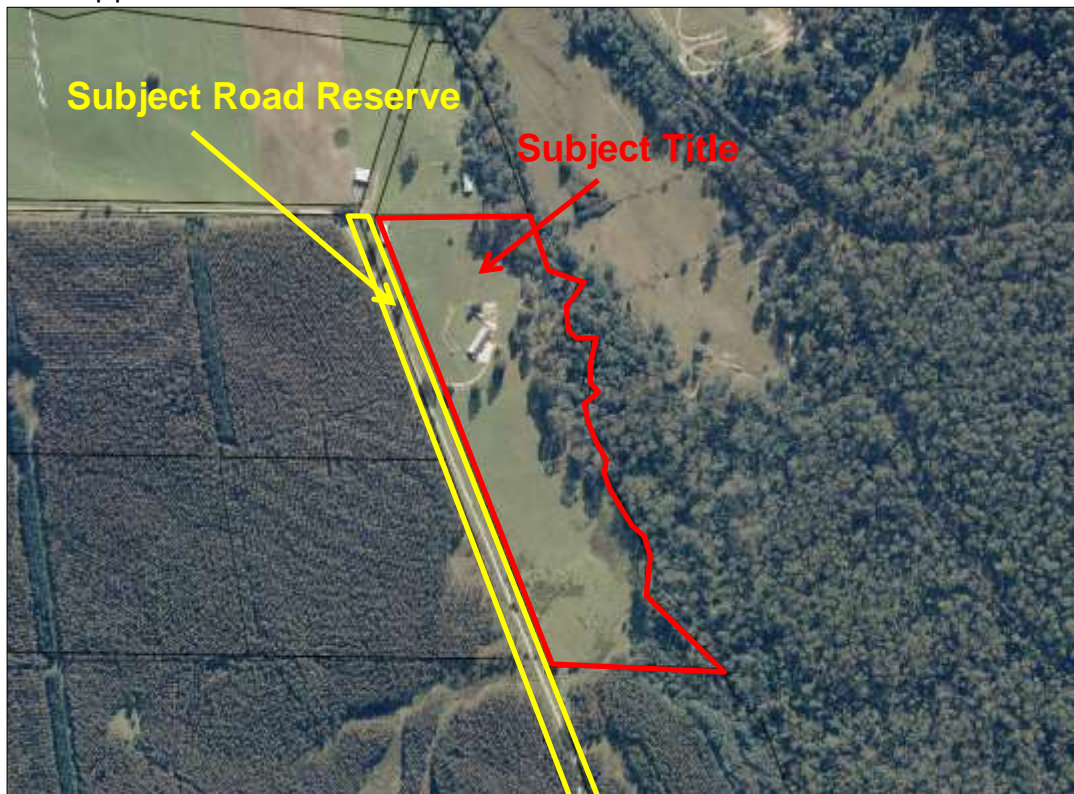


Photo 1: aerial photo, showing the subject title, adjoining road reserve and surrounding land



Photo 2: dwelling at 180 Wandilla Road, viewed from east boundary

### **Statutory Timeframes**

Date Received (valid):	28 August 2019
Request for further information:	Not applicable
Information received:	Not applicable
Advertised:	8 September 2018
Closing date for representations:	24 September 2018
Extension of time granted:	27 September 2018
Extension of time expires:	9 October 2018
Decision due:	9 October 2018

### **3) Strategic/Annual Plan Conformance**

Council has a target under the Annual Plan to assess applications within statutory timeframes.

### **4) Policy Implications**

Not applicable.

### **5) Statutory Requirements**

Council must process and determine the application in accordance with the *Land Use Planning Approval Act 1993 (LUPAA)* and its Planning Scheme. The application is made in accordance with Section 57 of LUPAA.

## **6) Risk Management**

Risk is managed by the inclusion of appropriate conditions on the planning permit.

## **7) Consultation with State Government and other Authorities**

Consent to lodge the application was provided by Crown Land Services. Tasmania Police, Firearm Services were also contacted via phone.

## **8) Community Consultation**

The application was advertised for the statutory 14-day period.

One (1) representation was received (attached document). The representation is discussed in the assessment below.

## **9) Financial Impact**

Not applicable.

## **10) Alternative Options**

Council can either approve the application with amended conditions or refuse the application

## **11) Officers Comments**

### **Zone**

The subject property is located in the Rural Resource Zone. The land surrounding the site is located in the Rural Resource Zone

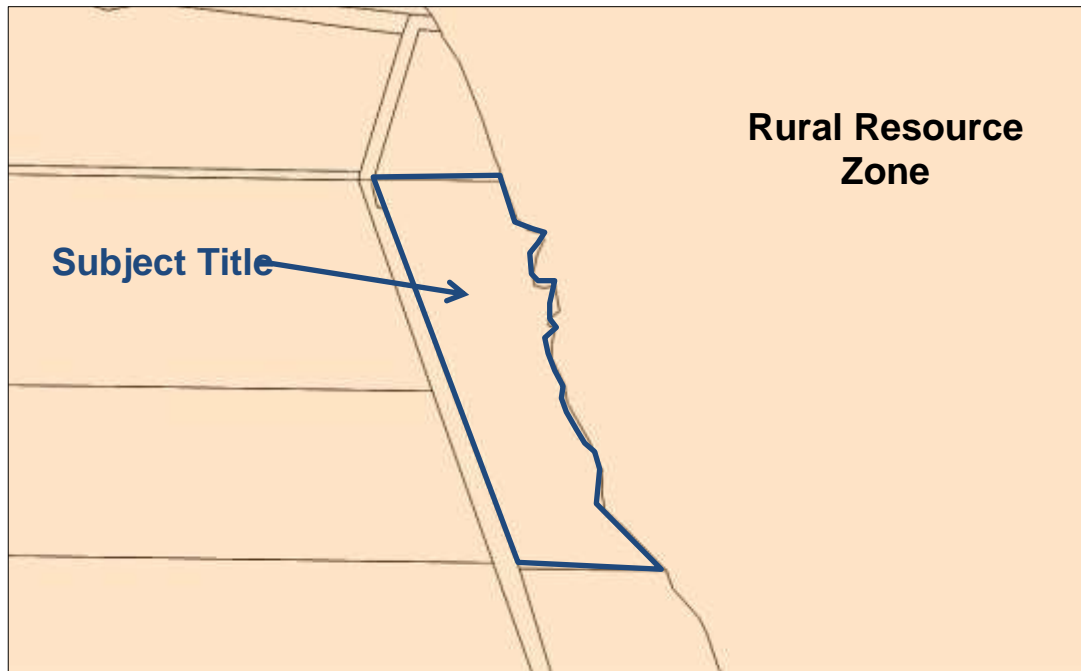


Figure 2: zoning of subject title and surrounding land

### **Use Class**

Table 8.2 of the Scheme, categorises the proposed use class as:

- Residential (Home Based Business)

The planning scheme defines a Residential use as:

Residential use of land for self-contained or shared living accommodation. Examples include an ancillary dwelling, boarding house, communal residence, home-based business, hostel, residential aged care home, residential college, respite centre, retirement village and single or multiple dwellings.”

### **Applicable Standards**

This assessment considers all applicable planning scheme standards.

In accordance with the statutory function of the State Template for Planning Schemes (Planning Directive 1), where use or development meets the Acceptable Solutions it complies with the planning scheme, however it may be conditioned if considered necessary to better meet the objective of the applicable standard.

Where use or development relies on performance criteria, discretion is applied for that particular standard only. To determine whether discretion should be used to grant approval, the proposal must be considered against the objectives of the applicable standard and the requirements of Section 8.10.

A brief assessment against all applicable Acceptable Solutions of the Rural Resource Zone and Codes is provided below. This is followed by a more detailed discussion of any applicable Performance Criteria and the objectives relevant to the particular discretion.

### **Compliance Assessment**

The following table is an assessment against the applicable standards of the Meander Valley Interim Planning Scheme 2013.

The proposal is considered to comply with the definition of a Home Based Business and has been assessed as such. The definition of a Home Based Business and assessment of the application is provided below along with the definition of a dwelling.

Clause 4.1.3	
Definition	Comment
Home Based Business	
means use of part of a dwelling by a resident for non-residential purposes if:	The definition of a dwelling, as above, includes any outbuildings normally forming part of a dwelling. The proposed container is a typical type of outbuilding associated with a dwelling in the Rural Resource Zone. The floor area is 29.3m <sup>2</sup> .
(a) no more than 50m <sup>2</sup> of floor area of the dwelling is used for the non-residential purposes;	
(b) the person conducting the business normally uses the dwelling as their principal place of residence;	The person conducting the business will reside at the dwelling.
(c) it does not involve employment of more than 2 workers who do not reside at the dwelling;	The business will not employ any person not residing at the dwelling.
(d) any load on a utility is no greater than for a domestic use;	The proposal does not result in a significant increase in visitation to the site and the use does not involve any machinery or processes that would tangibly increase the load on any utility.
(e) there is no activity that causes	The use does not propose to use any

electrical interference to other land;	machinery or processes that would result in electrical interference.
(f) there is, on the site, no storage of hazardous materials;	The application does not propose the storage of any hazardous materials as defined by the <i>Work Health and Safety Act 2012</i> .
(g) there is, on the site, no display of goods for sale;	The application does not propose external display of goods or materials for sale or storage.
(h) there is, on the site, no advertising of the business other than 1 sign (non-illuminated) not exceeding 0.2m <sup>2</sup> in area;	The application states that no signage will be erected advertising the business other than 1 sign (non-illuminated) not exceeding 0.2m <sup>2</sup> in area;
(i) there is, on the site, no refuelling, servicing or repair of vehicles not owned by a resident;	The application confirms that there will be no refuelling, servicing or repair of vehicles not owned by a resident on the site
(j) not more than 2 commercial vehicles are on the site at any one time and no commercial vehicle on the site exceeds 2 tonnes; and	The application confirms that there will be no more than two (2) commercial vehicles on the site at any one time and no commercial vehicles will exceed two (2) tonnes.
(k) all vehicles used by the business are parked on the site.	The application confirms commercial vehicles will park on the site.
<b>Dwelling</b>	
means a building, or part of a building, used as a self-contained residence and which includes food preparation facilities, a bath or shower, laundry facilities, a toilet and sink, and any outbuilding and works normally forming part of a dwelling.	The application is for a small outbuilding associated with the existing dwelling.

<b>Rural Resource Zone</b>			
Scheme Standard		Comment	Assessment
<b>26.3.2 Dwellings</b>			
A1	<p>A1.1 Development must be for the alteration, extension or replacement of existing dwellings; or</p> <p>A1.2 Ancillary dwellings must be located within the curtilage of the existing dwelling on the property; or</p> <p>A1.3 New dwellings must be within the resource development use class and on land that has a minimum current capital value of \$1 million as demonstrated by a valuation report or sale price less than two years old.</p>	The proposed development is for the alteration and extension of an existing dwelling.	Complies
<b>26.3.3 Irrigation Districts</b>			
A1	Non-agricultural uses are not located within an irrigation district proclaimed under Part 9 of the <i>Water Management Act 1999</i> .	The development is located within an irrigation district.	Complies
<b>26.4.1 Building Location and Appearance</b>			
A1	<p>Building height must not exceed:</p> <p>a) 8m for dwellings; or</p> <p>b) 12m for other purposes.</p>	The proposed building has a maximum height of 2.4m.	Complies
A2	<p>Buildings must be set back a minimum of:</p> <p>a) 50m where a non sensitive use or extension to existing</p>	The proposed development is setback less than 50m from the west side boundary.	Relies on Performance Criteria

	<p>sensitive use buildings is proposed; or</p> <p>b) 200m where a sensitive use is proposed; or</p> <p>c) the same as existing for replacement of an existing dwelling.</p>		
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### Road and Railway Assets Code

Scheme Standard	Comment	Assessment	
<b>E4.6.1 Use and road or rail infrastructure</b>			
A1	Sensitive use within 50m of a category 1 or 2 road with a speed limit of more than 60km/h, a railway or future road or railway, does not increase the annual average daily traffic movements by more than 10%.	Not applicable	
A2	For roads with a speed limit of 60km/h or less the use must not generate more than 40 movements per day.	Not applicable	
A3	For roads with a speed limit of more than 60km/h the use must not increase the annual average daily traffic movements by more than 10%.	The proposed use and development is unlikely to result in a 10% increase in traffic at the access. The access is used for residential purposes. The proposed business is of a specialist nature and the majority of stock will be purchased online and distributed via post. Visitation to the site is by	Complies



		appointment only and is for a limited quantity and variety of goods, which will be catalogued online. The proposed use is not anticipated to substantially increase vehicle movements at the access.	
<b>E4.7.1 Development on and adjacent to Existing and Future Arterial Roads and Railways</b>			
A1	The following must be at least 50m from a railway, a future road or railway and a category 1 or 2 road with a speed limit of more than 60km/h:  d) new road works, buildings, additions and extensions, earthworks and landscaping works; and e) building envelopes on new lots; and f) outdoor sitting, entertainment and children's play areas.	The proposed use and development is not within 50m of a Category 1 or 2 road, future road or railway.	Complies
<b>E4.7.2 Management of Road Accesses and Junctions</b>			
A1	For roads with a speed limit of 60km/h or less the development must include one access providing both entry and exit, or two accesses providing separate entry and exit.	Not applicable	
A2	For roads with a speed limit of more than 60km/h the development must not	The application does not propose any new access.	Complies

	include a new access or junction.		
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<b>Car Parking and Sustainable Transport Code</b>			
Scheme Standard		Comment	Assessment
<b>6.6.1 Car Parking Numbers</b>			
A1	The number of car parking spaces must not be less than the requirements of: g) Table E6.1; or h) a parking precinct plan.	The proposal is for a residential use. Sufficient parking is provided onsite to comply with the requirements for a residential use. It is noted that there are no site constraints which would limit opportunities to park within the boundary of the site.	Complies

### **Performance Criteria**

<b>Rural Resource Zone</b>
26.4.1 Building Location and Appearance
<p><b>Objective</b></p> <p><i>To ensure that the:</i></p> <ul style="list-style-type: none"> <li><i>a) ability to conduct extractive industries and resource development will not be constrained by conflict with sensitive uses; and</i></li> <li><i>b) development of buildings is unobtrusive and complements the character of the landscape.</i></li> </ul>
<p><b>Performance Criteria P2</b></p> <p><i>Buildings must be setback so that the use is not likely to constrain adjoining primary industry operations having regard to:</i></p> <ul style="list-style-type: none"> <li><i>a) the topography of the land; and</i></li> <li><i>b) buffers created by natural or other features; and</i></li> <li><i>c) the location of development on adjoining lots; and</i></li> <li><i>d) the nature of existing and potential adjoining uses; and</i></li> </ul>

- e) *the ability to accommodate a lesser setback to the road having regard to:*
- (i) the design of the development and landscaping; and*
  - (ii) the potential for future upgrading of the road; and*
  - (iii) potential traffic safety hazards; and*
  - (iv) appropriate noise attenuation.*

**Comment:**

The proposed building is more than 200m from the nearest building on an adjoining title and more than 1800m from the nearest dwelling. The surrounding land is predominately used for forestry, with grazing and cropping to the north. The building is non-habitable and the nature of the use is not considered to be sensitive to emissions or other impacts typically generated by resource development activities. Likewise, the use is not an attenuated activity and nothing in the application suggests that it is likely to generate any emissions which would impact primary industry activities on adjoining land.

A reduced setback to the road is considered acceptable. A buffer of 48m is retained between the building and the frontage. This buffer is considered sufficient to mitigate noise from the relatively small number of vehicles using it. The setback is also sufficient to ensure that the development does not pose a potential traffic hazard and or hinder future upgrading of the road.

The proposed container is located in close proximity to the dwelling and will not visually dominate the site or the rural landscape.

Additional buffers are not considered warranted.

The application is considered to comply with the Performance Criteria and is consistent with the objective.

**Representations**

One (1) representation was received from Gun Control Australia (see attached documents). A summary of the representation is as follows:

- It is not appropriate for firearms dealership to be run out of a 40ft container in the rural zone and is inconsistent with the zone objectives.
- Locating large numbers of firearms and ammunition in a remote rural area presents an opportunity for thieves.

- The proposed development appears to be a mail-order based business and if that is so, there is no need for a 40ft container to store firearms and ammunition.
- Establishing a business like this and storage of weapons in a 40ft container within the set-back is inconsistent with the protection of the agricultural area, the subject of the set-back.
- The applicant is not proposing to use part of his dwelling. Rather he is establishing an ancillary building for this purpose.

**Comment:**

The sale of fire arms is regulated by the Firearms Services division of Tasmania Police. In order for any person to sell firearms and ammunition from any site, permits must be obtained from Firearms Services. It is the jurisdiction of Tasmania Police to determine if a person is fit and proper to be selling firearms and if the site and storage of the firearms meets relevant safety standards. The appropriateness of storing guns and ammunition in a shipping container will be determined by Tasmania Police. Informal discussions with Firearms Services suggests that the application process for a Dealers Permit is comprehensive and requires a significant volume of information, including background checks to ensure that the firearms are stored appropriately.

Firearms Services do not provide advice to applicants prior to making an application, which the applicant has indicated requires Council consent. As there is potential for the assessment by Firearms Services to significantly alter the proposal, it is considered that a note be placed on any permit issued, highlighting that any changes must be communicated to Council to ensure that the proposal remains consistent with the requirements of a home-based business and the permit.

The Zone Objectives can only be considered via reference in applicable Performance Criteria and cannot be considered as a means to refuse the application in their own right. The use is considered to be consistent with the zone objectives as it does not convert agricultural land to a non-agricultural use and it does not compromise the productivity of neighbouring land.

The setback of the proposed building from agricultural land has been considered in the assessment above and is considered to be acceptable.

Storage is required for the operation of the business. Firearms and ammunition cannot be posted. They must be couriered, then stored and distributed by a dealer. There is nothing in the definition of a home-based business which prohibits direct sales from the premises. A significant intensification of vehicles accessing the site, however, would trigger further

requirements under the Road and Rail Assets Code. The application does not suggest a substantial intensification at this time.

While in this instance the proposed building is being erected for the purpose of operating the business, it is noted that this is simply a means to expedite the process, rather than submitting two separate and consecutive applications. The application has triggered a discretionary process due to the setback of the building from the boundary. An application to locate an outbuilding more than 50m from the boundary associated with the existing dwelling would be subject to a permitted application and Council would not have the discretion to refuse the application. A subsequent application to use that building for a home based business would also be permitted and Council would not have jurisdiction to refuse the proposal. Similarly, the use of one of the existing buildings for the business, including the dwelling or other outbuildings, would be subject to a permitted application.

### **Conclusion**

In conclusion, it is considered that the application for Use and Development for a residential outbuilding and home based business is an acceptable development in the Rural Resource Zone and the subject property and complies with the applicable standards of the planning scheme. The suitability of the building and site for the issuing of a licence to store and sell firearms is the jurisdiction of Tasmania Police.

**AUTHOR:** Justin Simons  
TOWN PLANNER

### **12) Recommendation**

***That the application for Use and Development for Residential outbuilding and home based business on land located at 180 Wandilla Road, Quamby Brook (CT:161365/1) by B Griffiths, requiring the following discretions:***

26.4.1 – setbacks

***be APPROVED, generally in accordance with the endorsed plans :***

- a) *B Griffiths – Site Plan, Floor Plan, Business Outline, Elevations and Email dated 2 August 2018*

### **Note:**

1. **The proposed business must remain compliant with the definition of a home-based business. Any expansion or changes to the business, whether they be at the direction of Tasmania Police, Firearms Services, or otherwise, should be communicated to Council and may require an amendment to the permit or a new application.**
2. **Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Community and Development Services on 6393 5320 or via email: [mail@mvc.tas.gov.au](mailto:mail@mvc.tas.gov.au)**
3. **This permit does not imply that any other approval required under any other by-law or legislation has been granted. The following additional approvals may be required before construction commences:**
  - a) **Building approval**
  - b) **Plumbing approval****All enquiries should be directed to Council's Permit Authority on 6393 5322 or Council's Plumbing Surveyor on 0419 510 770.**
4. This permit takes effect after:
  - a) The 14 day appeal period expires; or
  - b) Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined; or.
  - c) Any other required approvals under this or any other Act are granted.
5. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal. A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant. For more information see the Resource Management and Planning Appeal Tribunal website [www.rmpat.tas.gov.au](http://www.rmpat.tas.gov.au)
6. If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.

7. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted if a request is received.
8. In accordance with the legislation, all permits issued by the permit authority are public documents. Members of the public will be able to view this permit (which includes the endorsed documents) on request, at the Council Office.
9. If any Aboriginal relics are uncovered during works;
  - a) All works are to cease within a delineated area sufficient to protect the unearthed and other possible relics from destruction,
  - b) The presence of a relic is to be reported to Aboriginal Heritage Tasmania  
Phone: (03) 6233 6613 or 1300 135 513 (ask for Aboriginal Heritage  
Tasmania Fax: (03) 6233 5555 Email: [aboriginal@heritage.tas.gov.au](mailto:aboriginal@heritage.tas.gov.au)); and
  - c) The relevant approval processes will apply with state and federal government agencies.

## **DECISION:**

# APPLICATION FORM

## PLANNING

### Land Use Planning and Approvals Act 1993



Meander Valley Council

- Application form & details **MUST** be completed **IN FULL**.
- Incomplete forms will not be accepted and may delay processing and issue of any Permits.

#### OFFICE USE ONLY

Property No:	<input type="text"/>	Assessment No:	<input type="text"/>	-	<input type="text"/>	-	<input type="text"/>
DA\	<input type="text"/>	PA\	<input type="text"/>				

- Is your application the result of an illegal building work?  Yes  No Indicate by ✓ box
- Is a new vehicle access or crossover required?  Yes  No

#### PROPERTY DETAILS:

Address:	<input type="text" value="180 Wandilla Road"/>	Certificate of Title:	<input type="text"/>
Suburb:	<input type="text" value="Quamby Brook"/> <input type="text" value="TAS"/>	Lot No:	<input type="text"/>
Land area:	<input type="text" value="9.3"/> m <sup>2</sup> / (ha)		
Present use of land/building:	<input type="text" value="Residential"/>	(vacant, residential, rural, industrial, commercial or forestry)	
Does the application involve Crown Land or Private access via a Crown Access Licence:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Heritage Listed Property:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

#### DETAILS OF USE OR DEVELOPMENT:

Indicate by ✓ box

<input type="checkbox"/> Building work	<input type="checkbox"/> Change of use	<input type="checkbox"/> Subdivision
<input type="checkbox"/> Forestry	<input type="checkbox"/> Demolition	
<input checked="" type="checkbox"/> Other	<input type="text" value="Home based business"/>	

Total cost of development (inclusive of GST):  Includes total cost of building work, landscaping, road works and infrastructure

Description of work:

Use of building:  (main use of proposed building – dwelling, garage, farm building, factory, office, shop)

New floor area:  m<sup>2</sup> New building height:  m

Materials: External walls:  Colour:   
Roof cladding:  Colour:



Department of Primary Industries, Parks, Water and Environment

GPO Box 44, Hobart TAS 7001

Ph 1300 368 550

Web [www.dpipwe.tas.gov.au](http://www.dpipwe.tas.gov.au)



**Enquiries:** Kylie Lemin  
**Ph:** (03) 61654680  
**Email:** [cls.enquiries@dpiwwe.tas.gov.au](mailto:cls.enquiries@dpiwwe.tas.gov.au)  
**Our ref:** LM-LM-AU-CW-255851

Benjamin Griffiths  
180 Wandilla Rd  
QUAMBY BROOK TAS 7303

Email to: [bgf.tas@outlook.com](mailto:bgf.tas@outlook.com)

Dear Mr Griffiths,

**LODGEMENT OF PLANNING APPLICATION  
BENJAMIN GRIFFITHS  
FIREARM AND AMMUNITION DEALERSHIP  
180 WANDILLA ROAD, QUAMBY BROOK**

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

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

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

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

Yours sincerely,

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

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

22 June 2018

**SEARCH OF TORRENS TITLE**

VOLUME 161365	FOLIO 1
EDITION 3	DATE OF ISSUE 14-Sep-2017

SEARCH DATE : 24-May-2018  
 SEARCH TIME : 01.58 PM

DESCRIPTION OF LAND

Parish of OSMASTON Land District of WESTMORLAND  
 Lot 1 on Sealed Plan 161365  
 Derivation : Part of Lot 2192 (82A-3R-0P) Gtd to Henry Donovan  
 and Part of Lot 2193 (138Acres) Gtd to John Reardon & Patrick  
 Harnett and Whole of Lot 22881 Gtd to J J Donovan and Whole of  
 Lot 1000 (229m) The Crown  
 Prior CTs 153685/1 and 161365/1000

SCHEDULE 1

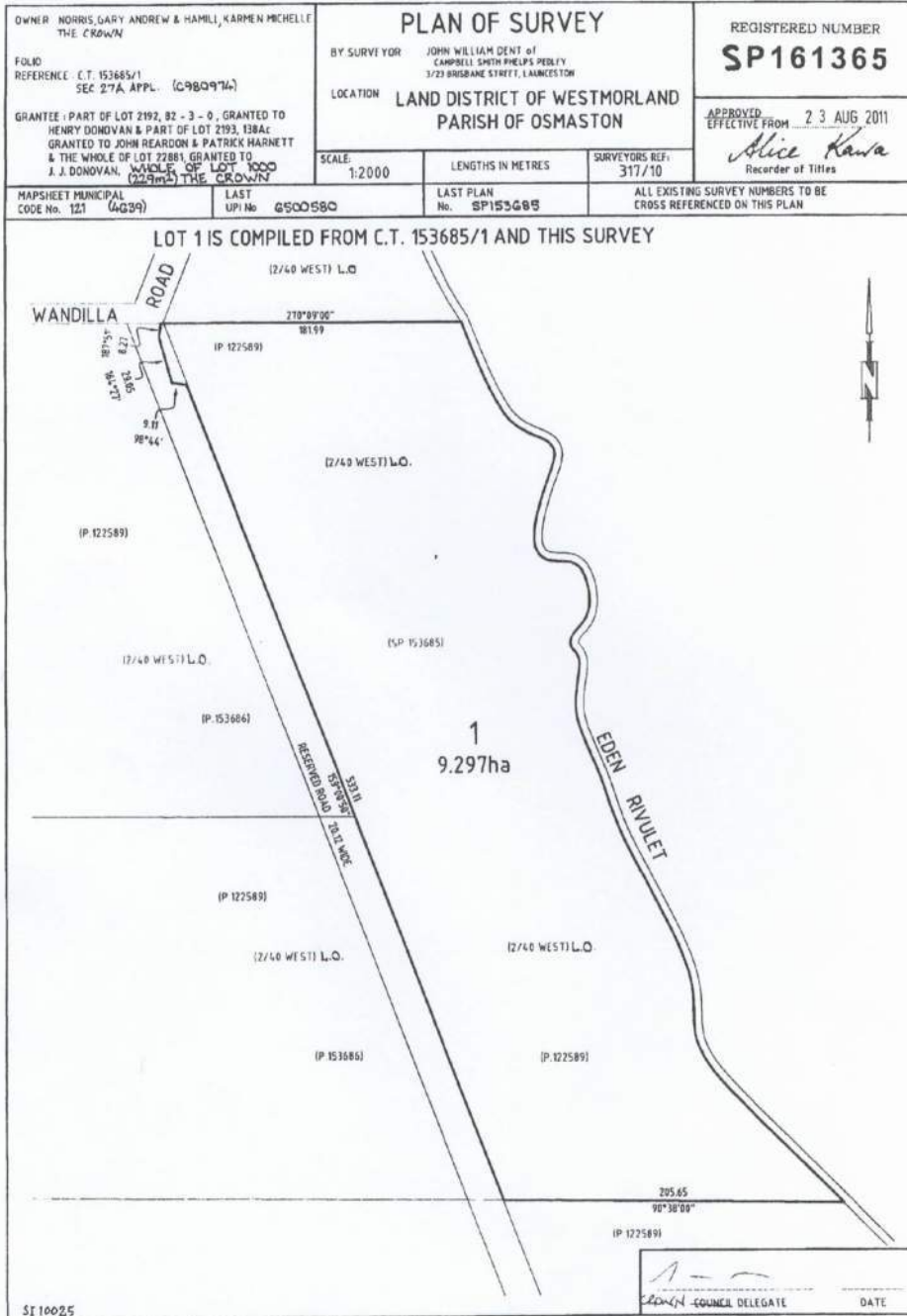
M634677 TRANSFER to BENJAMIN FRANCISZEK GRIFFITHS  
 Registered 14-Sep-2017 at 12.01 PM

SCHEDULE 2

C980974 & C980975 Land is limited in depth to 15 metres,  
 excludes minerals and is subject to reservations  
 relating to drains sewers and waterways in favour of  
 the Crown  
 SP153685 FENCING PROVISION in Schedule of Easements  
 C980975 FENCING PROVISION in Transfer  
 C582319 PRIVATE TIMBER RESERVE pursuant to Section 15(1) of  
 the Forest Practices Act 1985 Registered  
 13-Jan-2006 at noon  
 E106324 MORTGAGE to Bendigo and Adelaide Bank Limited  
 Registered 14-Sep-2017 at 12.02 PM

UNREGISTERED DEALINGS AND NOTATIONS

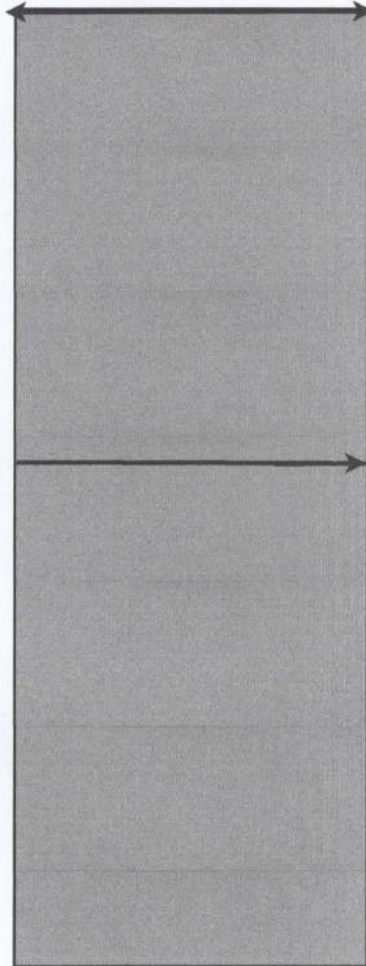
No unregistered dealings or other notations



# Site Plan



Floor Plan - Container



## **Business Outline for Firearms Dealership**

**Proposed Business Name:** Griffiths Guns and Ammo

**Business Structure:** Sole Trader

**Business Owner:** Benjamin Griffiths

**ABN:** 96427116239

**Business Location:**

180 Wandilla Road, Quamby Brook Tasmania 7304

**Relevant Owner Experience:**

I am currently managing three 600 acre farms in the state (Quamby Brook, Parkham and Tower Hill) and 20 Plantation properties, which I am 1/6<sup>th</sup> owner of. I also have a beneficial interest in machinery dealership (E PJ Trading) and in earthmoving business (Aceloch Earthmoving) in Victoria. I currently have my firearms licence in categories A and B, which I use to humanly dispatch and control the number of vermin on the farms that I manage.

**Products/Services:**

Firearms, ammunition and firearms accessories where required (e.g. rifle scopes, mounts, etc.)

**Target Market:**

I know from personal experience that with the number of farmers and land in the area, there is a high demand for firearms and ammunition. These farmers find it hard to travel into Launceston and/or other areas where there are gun stores and therefore would benefit greatly from having a local business where they can get their supplies. Through talking to the locals in the area, there is already interest and a need for the business.

**Intended/Current Storage:**

At the moment I have a gun safe capable of holding 25 guns that is category A, B, C, D and H compatible. This safe is monitored by motion detectors that are connected to an alarm, as well as outside surveillance around the house.

My intended storage is a 40ft shipping container that will be modified to make it more secure. A 4ml thick steel plate will be welded across the inside diameter of the container to make a wall and a category A, B, C, D and H safe (with the back removed) will be welded in place as a doorway. I intend to have motion detectors wired to an alarm on the inside of the container and video surveillance that will monitor access points to the container.

### **Home-based business**

**Means use of part of a dwelling by a resident for non-residential purposes if:**

**(a) no more than 50m2 of floor area of the dwelling is used for the non-residential purposes;**

We will not be using more than 50m2 of the floor plan for the business as can be seen on the floor plan provided. We will be using roughly a 6x6m room.

**(b) the person conducting the business normally uses the dwelling as their principal place of residence;**

I, Benjamin Griffiths, being the business operator use the residence as my primary place of residence.

**(c) it does not involve employment of more than 2 workers who not reside at the dwelling;**

We will not have two or more employees working who do not reside at the dwelling. Until the business is successful, only my wife and I will be working for/at the business.

**(d) any load on a utility is no greater than for a domestic use**

No load on a utility will be greater than that for a domestic use. This can be assured as there is no need for it to be as most of our supplies will be posted or delivered by courier.

**(e) there is no activity that causes electrical interference to other land;**

There will be no electrical interference to other land because of our business as we will only be running cctv and monitored alarm system for the business and we won't be using large amounts of power nor will we be using anything that interferes with others power.

**(f) there is, on the site, no storage of hazardous materials;**

We will not have on site or store any hazardous materials as ammunition is not classed as a hazardous material under the Work Health and Safety Act 2012. If we were to store black powder on site we would comply with the limitations of not storing more than 5kgs at a time.

**(g) there is, on the site, no display of goods for sale;**

There will not be any display of goods for sale on site, this is as the supplies will mostly be advertised online and posted and goods for sale will be in brochures so there will be no display of goods for sale on site.

**(h) there is, on the site, no advertising of the business other than a sign (non-illuminated) not exceeding 0.2m2 in area**

There won't be any signage (illuminated) more than 0.2m2 advertising the business on site.

**(i) there is, on the site, no refueling, servicing or repair of vehicles not owned by a resident**

There will be no refueling, repairing or servicing of vehicles not owned by a resident of the dwelling. This can be ensured as there will be no need to be for the nature of our business.

**(j) not more than 2 commercial vehicle on the site at any time and no commercial vehicle on the site exceeds 2 tonnes and**

There will be no more than 2 commercial vehicles on site at any time, nor will any commercial vehicles on site exceed 2 tonnes. This can be ensured as there is no need to have commercial vehicles for the business until said business begins to succeed.

**(k) all vehicles used by the business are parked on the site**

All vehicles used by the business will be parked on site as there is sufficient parking at the premises to house. There is also no need to have the vehicles elsewhere as my wife and I (the employees) will live at the premises.

### **Estimated Road Traffic**

We can ensure that the road traffic will not increase by 10% due to our business. This is because we plan to do most of our business dealings, aside from guns and ammunition, online and post goods out, therefore we would not be using the road anymore than we

normally do. By having goods delivered by post or courier it is likely to increase traffic by a small amount, however most often packages are to be collected from the Post Office in Deloraine.



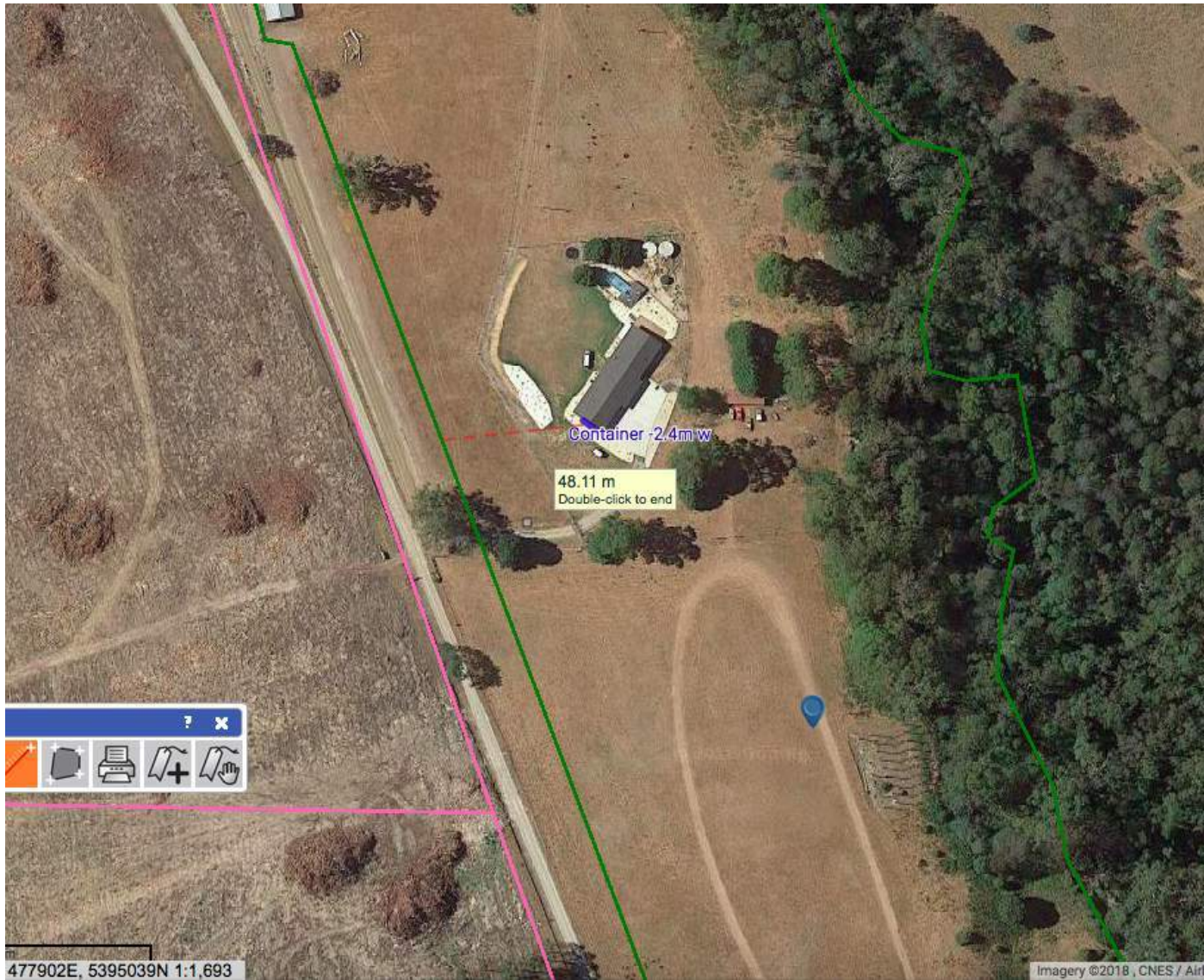
**From:** Benjamin Griffiths  
**Sent:** 2 Aug 2018 22:48:32 +0000  
**To:** Justin Simons  
**Subject:** Re: CLS FILE REF 255851 and PA\\18\\0237 19869

Hi Justin

Please find attached a new map.

Cheers

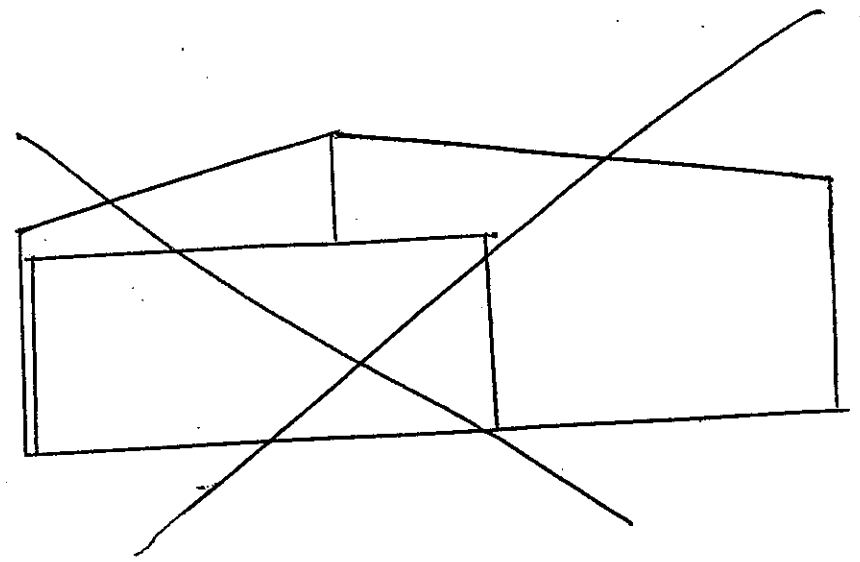
Ben Griffiths



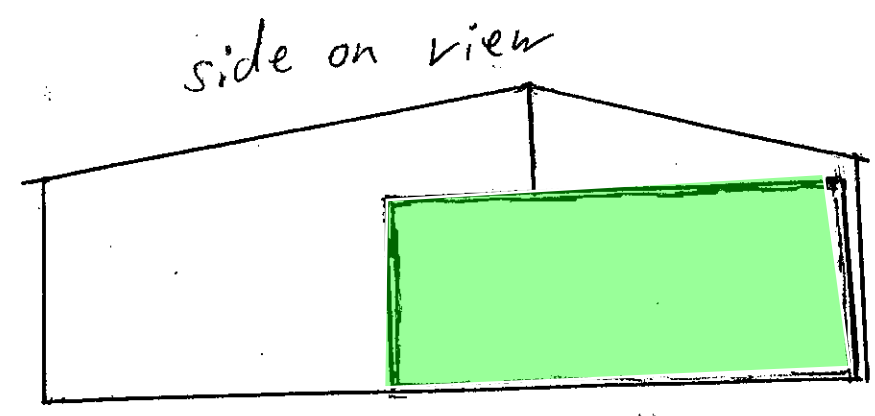
On 1 Aug 2018, at 2:34 PM, Justin Simons  
<[Justin.Simons@mvc.tas.gov.au](mailto:Justin.Simons@mvc.tas.gov.au)> wrote:

scale 1:10/10:1 / 1cm:1m

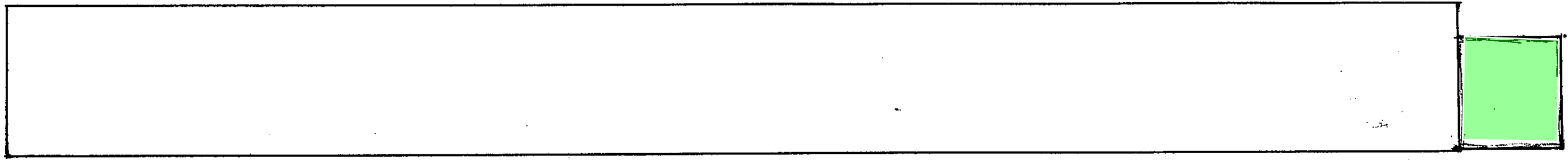
Container



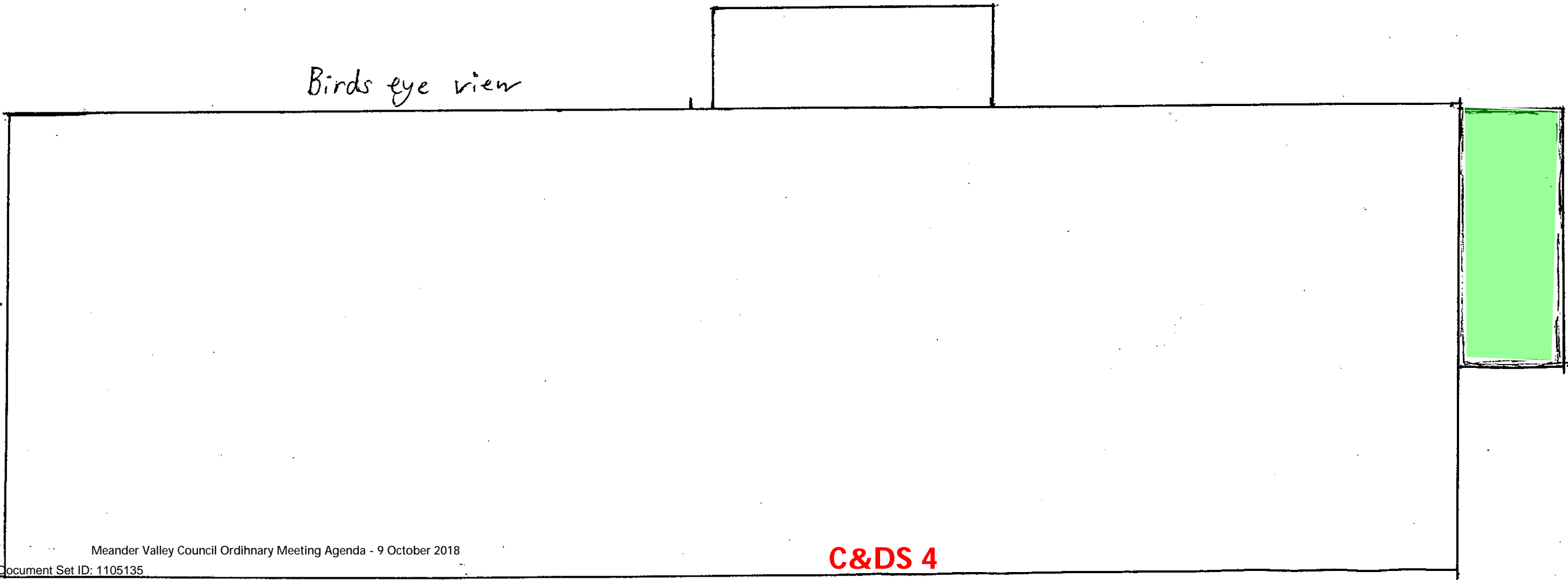
Front on view



side on view



Birds eye view





21 September 2018

**The General Manager**  
Meander Council  
PO Box 102  
Westbury 7303

Dear Sir,

**RE: P/A/18/0237- Proposed residential out building and home based business  
(firearms sales)**

I refer to this application for a permit under section 57 of the *Land Use Planning and Approvals Act*. This application for a discretionary permit should be rejected for the following reasons:

- It is not appropriate for firearms dealership to be run out of a 40ft container in the rural zone and is inconsistent with the zone objectives.
- The proposed development appears to be a mail-order based business and if that is so, there is no need for a 40ft container to store firearms and ammunition.
- Plainly, locating large numbers of firearms and ammunition in a remote rural area presents an opportunity for thieves. The proponent indicates that he only occupies the property on a part time basis and is away from the property for substantial periods of time (because he maintains that he has interests in other businesses around Tasmania and in Victoria).
- Establishing a business like this and storage of weapons in a 40 ft container within the set-back is inconsistent with the protection of the agricultural area, the subject of the set-back.
- Some of the assertions in the application are absurd, such as farmers finding it “hard to travel into Launceston and/or other areas” in search of firearms or ammunition.
- In terms of the claim that this is a home based business, the applicant is not proposing to use part of his dwelling. Rather he is establishing an ancillary building for this purpose. Further, one must question the need for a 40 ft container if most of the business will involve firearms coming in by post and then being posted out again.

---

Gun Control Australia (Inc.)  
Telephone: 1300 054 058  
GPO Box 1951, Hobart  
Tas 7001 AUSTRALIA  
[guncontrolaus@gmail.com](mailto:guncontrolaus@gmail.com)

Yours Faithfully,

A handwritten signature in blue ink that reads "Roland Browne". The signature is written in a cursive, slightly slanted style.

**Roland Browne**  
Vice President

---

Gun Control Australia (Inc.)  
Telephone: 1300 054 058  
GPO Box 1951, Hobart  
Tas 7001 AUSTRALIA  
[guncontrolaus@gmail.com](mailto:guncontrolaus@gmail.com)

To whom it may concern,

**RE: P/A/18/0237- Proposed residential out building and home based business (firearms sales)**

In response to the complaint received:

Council regulations state that a maximum floor area to be used for non residential purposes (i.e. a home based business) is 50m<sup>2</sup>. The 20ft container to be used is only 14.4m<sup>2</sup>.

A 20ft container (14.4m<sup>2</sup>) is a comfortable size for storage of firearms with a separate area secured for storage of ammunition and also a separate area for an office desk and paperwork storage. (In fact a 20ft container is probably the minimum area required.

The property is occupied full time by the proponent and his wife and children. His business interests elsewhere in Tasmania and Victoria are managed by his seven siblings; he is not absent from the property at all.

The 20ft container will be sited at the north end of the residence on a concrete slab and will be bricked and rendered and attached to the residence.

It will definitely be a 'home based business' and the minimum amount of stock and ammunition will be secured according to regulation. The container will be bricked in with the brick rendered to match the residence, the door will be securely barred and locked, there will be video surveillance, a key pad alarm system, video footage will be stored in a separate section of the home, motion detector alarm system as well as separate safes inside the container for firearm storage and ammunition storage.

To sum up, the installation will meet all legal requirements of council and of firearm services and the police department.

Kind Regards,



Benjamin Griffiths

0428 188 201

Index No.	19869		
Doc No.	1275097		
RCV'D	- 2 OCT 2018		MVC
Action Officer	J.S.	Dept.	CDS
EO		OD	✓

# **C&DS 5 2018-2019 COMMUNITY INCENTIVE GRANTS** **APPLICATION ASSESSMENTS - ROUND 2 -** **SEPTEMBER 2018**

## **1) Introduction**

The purpose of this report is to present for Council approval, the recommendations of the Community Grants Committee for Community Incentive Grants Round 2.

## **2) Background**

The total Grants allocation for the year is \$98,200 (1% of the General Rate). \$5,000 of this sum is reserved for Council's policy for refunding regulatory fees to community groups, \$5,000 is allocated to Council's Townscape Incentive Grants Scheme and \$5,000 is earmarked for individual sponsorships and establishment grants. This leaves a balance of \$83,200 for community grants. With four (4) rounds each year, the Committee aims to work to an amount of 25% of the balance each quarter. For 2018-19, this is \$20,800. The previous round was undersubscribed therefore allowing for a slight increase in this round.

Crs Tanya King and Ian Mackenzie, Jonathan Harmey (Director Corporate Services) and Neville Scott (General Inspector) met on 25 September 2018 to consider the applications received. They were supported by Patrick Gambles (Community Development Manager) and Daniel Smedley (Sport & Community Coordinator).

## **3) Strategic/Annual Plan Conformance**

Furthers the objectives of the Council's Community Strategic Plan 2014 to 2024:

- Future Direction (3): Vibrant and engaged communities
- Future Direction (4): A healthy and safe community

## **4) Policy Implications**

The Grants assessment process was undertaken in accordance with the guidelines attached to the Community Incentive Grants Policy No 82.

## 5) Statutory Requirements

Section 77 of the Local Government Act 1993 – *'Details of any grant made are to be included in the Annual Report of the Council'*

## 6) Risk Management

Liability and public risk issues are considered in evaluating grant applications.

## 7) Consultation with State Government and other Authorities

Not applicable.

## 8) Community Consultation

Advice and assistance is provided to applicants on request. The Community Grants program is communicated through community networks and the media. An Information and Guidelines Kit is available from the Council website with hard copies on hand at Council reception. A Grants Information Forum is held annually in May.

## 9) Financial Impact

The awarding of grants is made within the limits of the annual budget allocation which is spread over four rounds throughout the year.

## 10) Alternative Options

Council can amend or elect not to approve the Committee's recommendations.

## 11) Officers Comments

### Regulatory Fees Refund Scheme

The following fee refunds have been approval during the period July-September 2018:

<b>Organisation</b>	<b>Project</b>	<b>\$</b>
Parkham Community	Construction of Amenities Building	1,395
Westbury RSL Sub Branch	Beersheba Project	490
		<b>1,885</b>

### Individual Sponsorship Requests

The following requests have been approved by the General Manager during the period July – September 2018:

Individual	Location	Purpose	\$
John Rowbottom	Prospect Vale	Dart Australia Senior Championships - NSW	150
Bev Huett	Westbury	Australian Senior Sides Bowls Championships - SA	150
Sahara Rumble	Deloraine	National Interschool Equestrian Champs - VIC	150
Blade Sulzberger	Hadspen	National Schoolboys AFL Championships - SA	150
C-Jay Denman	Prospect Vale	School Sports Australia Hockey Champs - QLD	150
Aaron Fowler	Deloraine	FIRST Tech Challenge - NSW	150
Haydn Gardner	Hadspen	FIRST Tech Challenge - NSW	150
Blake Stretton	Prospect Vale	School Sports Australia Swimming Champs - TAS	150
Ethan Stretton	Prospect Vale	School Sports Australia Swimming Champs - TAS	150
Olivia Willis	Whitemore	World Supermodel South Pacific Regionals - FIJI	300
Jordan Powell	Hadspen	Australian Futsal Under 10's - NEW ZEALAND	300
Jade Marquis	Blackstone Hts	Under 18 Women's National Youth Champs - QLD	150
Brooke Hanham	Oaks	National Prince Phillip Games - VIC	150
Georgia Elias	Bishopsbourne	2018 EVA Eventing Team - VIC	150
Andrew James	Blackstone Hts	FIRST Tech Challenge - NSW	150
Stephen Talbot	Blackstone Hts	FIRST Tech Challenge - NSW	150
Briella Moore	Hadspen	School Sport Aus Touch Football Champs - TAS	150
Chloe McFarlane	Hagley	National Interschool Equestrian Champs - VIC	150
Sebastian Oliver	Prospect Vale	Australian Open Taekwondo Championships - QLD	150
			<b>3,150</b>



## Grant Applications from Organisations

Seventeen grant applications were received for the round, totalling requests of \$33,710. A range of factors were considered to achieve a fair distribution. The recommended outcomes are indicated in the final column of the following table.

Organisation	Project	Project Cost \$	Grant Requested \$	Grant Recommended \$
Birralee Hall Committee	100 Hall Chairs	1,000	750	750
Blackstone Hts Comm. News	Community Celebration	1,304	904	450
Bracknell Cricket Club	Women's apparel & equip.	4,009	3,000	2,250
Deloraine House	Deloraine House Promotion	1,860	1,000	1,000
Deloraine Tennis Club	Grass court upgrade	7,810	3,000	3,000
MV Emergency Relief Fund	MV Christmas Appeal	5,500	500	500
MV Suns Football Club	Women's uniforms & equip	5,983	3,000	3,000
Northern Tas Eventing Club	Shipping container storage	4,850	3,000	2,500
Prospect High Leaders Board	Eagle Statue Project	4,400	3,000	-
Prospect Park Sports Club	Reverse cycle air con.	6,400	3,000	-
Rotary Club of Central Ltn.	Special kids circus event	240	240	240
Southern Raiders JSC	Soccer nets	471	471	471
Tas Garlic & Tomato Festival	Freight for hocker	28,558	2,090	2,090
Westbury Cricket Club	Lawn Mower	899	800	800
Westbury Garden Club	Beautification of Westbury	4,000	3,000	3,000
Westbury St Pats Festival	Festival 2019	2,955	2,955	2,955
		<b>84,947</b>	<b>33,710</b>	<b>24,006</b>

15 allocations equalling \$24,006 are recommended for approval by Council. These have a total project cost of \$74,146. In addition, associated voluntary labour is estimated in excess of \$70,000.

Two (2) applications did not receive funding in this round for the following reasons:

Organisation	Project	Grant Requested	Reason (s)
Prospect High Leaders Board	Eagle Statue Project	4,400	Deferred pending more detail
Prospect Park Sports Club	Reverse cycle air con.	6,400	Deferred pending Council and Club endorsement

**AUTHOR:** Patrick Gambles  
COMMUNITY DEVELOPMENT MANAGER

## 12) Recommendation

***It is recommended that Council endorses the recommendations of the Community Grants Committee and approves the following allocations:***

Organisation	Project	Grant Recommended \$
Birralee Hall Committee	100 Hall Chairs	750
Blackstone Hts Comm. News	Community Celebration	450
Bracknell Cricket Club	Women's apparel & equip.	2,250
Deloraine House	Deloraine House Promotion	1,000
Deloraine Tennis Club	Grass court upgrade	3,000
MV Emergency Relief Fund	MV Christmas Appeal	500
MV Suns Football Club	Women's uniforms & equip	3,000
Northern Tas Eventing Club	Shipping container storage	2,500
Prospect High Leaders Board	Eagle Statue Project	-
Prospect Park Sports Club	Reverse cycle air con.	-
Rotary Club of Central Ltn.	Special kids circus event	240
Southern Raiders JSC	Soccer nets	471

Tas Garlic & Tomato Festival	Freight for hocker	2,090
Westbury Cricket Club	Lawn Mower	800
Westbury Garden Club	Beautification of Westbury	3,000
Westbury St Pats Festival	Festival 2019	2,955
		<b>24,006</b>

**DECISION:**

# **C&DS 6 POLICY REVIEW - NO. 56 RECREATION FACILITIES PRICING POLICY**

## **1) Introduction**

The purpose of this report is for Council to review the continuation of Policy No 56 – Recreation Facilities Pricing.

## **2) Background**

Meander Valley Council owns or manages an extensive network of sports grounds and associated buildings. Council considers these assets to be fundamental in supporting community health and wellbeing.

Policy No. 56 – Recreation Facilities Pricing was reviewed thoroughly in 2017 and approved by Council in September 2017. Due to the significant changes implemented in that review it was determined by Council that a further mini-review should occur after 12 months to check that the Policy is accepted by the stakeholders.

## **3) Strategic/Annual Plan Conformance**

The Annual Plan required Policy No. 56 to be reviewed every four years and that was completed in September 2017. Council agreed at that time to further review the policy in September 2018.

## **4) Policy Implications**

The process of policy review will ensure that policies are kept up to date and appropriate.

## **5) Statutory Requirements**

Local Government Act 1993 (Sections 73, 205 and 206)

## **6) Risk Management**

Achieving a sense of shared responsibility by user groups for facilities provided by Council and creating a more affordable fee structure will improve overall risk management of those facilities by improving participation and sustainability of the user groups.

## **7) Consultation with State Government and other Authorities**

Not applicable.

## **8) Community Consultation**

The revised Policy has been implemented for summer sport season 2017-2018 and winter sport season 2018.

Council officers have received feedback from Associations and Clubs who regularly hire grounds and facilities identified in the Policy. This has occurred at all user or individual meetings. There has been no negative feedback about the changes and all users acknowledged the key changes have been positive in that they:

- Provide greater supporter for juniors, women and inclusion sporting teams.
- Ground use is charged per team and at a fixed rate thus providing greater certainty over the cost to users.
- The consistent rate of return for Council (22%) in respect of facility use has also provided greater certainty over rents and for some financial relief.

The casual rates for use of facilities and grounds have also received no negative feedback and this year we have had multiple casual booking requests for Prospect Vale Park as well as other venues.

## **9) Financial Impact**

No further impact to Council's financial support for grounds/facilities.

## **10) Alternative Options**

Council can amend the Policy.

## **11) Officers Comments**

The Recreation Facilities Pricing Policy is built upon a strong foundation wherein users contribute to the cost of grounds / facilities provided by Council.

The Policy is now easier to understand and more transparent for users, more supportive of new participants and more readily able to be implemented and marketed by Council's officers.

Some minor changes are suggested to the documents to improve the policy further. These are:

- The word 'sport' has been included in the policy title, and elsewhere as necessary, to make the Policy more appropriate given the primary purpose is to provide ground / facility pricing for venues that are almost exclusively used for sporting activity.
- Also, in relation to this change we have included the term 'Venue' to collectively capture both elements of our infrastructure (grounds and facilities) provided for sport and recreation.

It is recommended that the Policy be continued for a further 3 years under the title *Sport & Recreation Venues Pricing* and then reviewed.

**AUTHOR:** Daniel Smedley  
SPORT & COMMUNITY CO-ORDINATOR

## **12) Recommendation**

***It is recommended that Council confirm the continuation of Policy No. 56 – Sport & Recreation Venues Pricing as follows:***

## POLICY MANUAL

**Policy Number: 56**

**Sport & Recreation Facilities-Venues Pricing**

**Purpose:** To provide a consistent philosophy to pricing the use of sport and recreation grounds and facilities

**Department:** Community & Development Services  
**Author:** Lynette While, Director

**Council Meeting Date:** 9 October 2018  
**Minute Number:**

**Next Review Date:** July 2021

### POLICY

#### 1. Definitions

- 1.1. **Sport & Recreation Venues:** includes sport and recreation facilities and grounds which are used for activities, such as: Australian football, badminton, basketball, cricket, dance, darts, drama, films, martial sport, netball, soccer, squash, table tennis, tennis, touch football.
- 1.2. **Sport & Recreation Facilities:** includes buildings, pavilions, halls, meeting rooms, change-rooms, clubrooms provided by Council for the purpose of recreation.
- 1.3. **Sport & Recreation Grounds:** includes parklands, sports fields, reserves, council land provided by Council for the purpose of recreation.
- 1.4. **Lease:** a contract under which an agreed fee is paid by a tenant (or lessee) granted exclusive use of ground and/or facility for an agreed period.
- 1.5. **Licence:** an agreement for permission to enter and use grounds and/or facilities for an agreed purpose for a stated period in exchange for an agreed fee. The licensee does not have exclusive use of the reserve or facility. Council is able to allocate other user groups or allow the general public to use the reserves and/or facilities at other times.
- 1.6. **Regular Hire:** a group, individual or organisation that hires a recreation ground or facility on an ongoing basis for a specified minimum number of bookings.
- 1.7. **Casual Hire:** a group, individual or organisation that hires a recreation ground or facility for casual one-off or specific occasions.
- 1.8. **Community Organisation:** a not for profit group (e.g. Club / Association) established for the benefit of the community.
- 1.9. **Commercial Entity:** an organisation or individual conducting activities for the purposes of deriving a financial return to the proprietors or shareholders.
- 1.10. **Special Committee of Council:** comprises a Chairperson, Secretary and Treasurer and community / council members who are responsible, in conjunction with Council, for the upkeep and maintenance of the facility / ground for which it has been appointed.
- 1.11. **Junior Participants:** sport and recreation participants aged up to 18 years.

- 1.12. **Female Participants:** sport and recreation by female participants aged 18 years and older.
- 1.13. **Inclusion Participants:** sport and recreation by participants with a disability aged 18 years and older and senior aged participants (65 years +).

## 2. **Purpose & Objectives**

This policy intends that users of recreation grounds and facilities have transparent information regarding how much they are required to pay and what they are paying for. Council is committed to the following objectives:

- 2.1. To establish principles for the determination of fees and charges based on support levels for leased, licensed, regular and casual hire of council owned or managed recreation grounds and recreation facilities.
- 2.2. To ensure the accountability to the community through an equitable and transparent pricing structure.
- 2.3. To provide an efficient and joint management tool in the allocation, maintenance and operation of Council's recreation grounds and recreation facilities.
- 2.4. To promote the level of responsibility of user groups so that recreation grounds and recreation facilities receive optimum use and ratepayers do not bear the whole cost.
- 2.5. To provide the incentive for more diverse and joint use of fewer grounds and facilities so that Council's resources are effectively used.
- 2.6. To categorise recreation grounds and recreation facilities for casual/non-regular users and define them in terms of the benefits received by users and the rest of the community (refer to "Sports Grounds/Facilities for Casual Users Classifications" within the Recreation Pricing Policy Implementation Guidelines).

This policy also provides the basis and principles from which the more detailed Meander Valley Council "**Sport & Recreation Venues Pricing Policy Implementation Guidelines**" have been developed. The specific detail about how fees for users will be determined and implemented is contained within the Guidelines.

## 3. **Scope**

This policy applies to all users, hirers and occupiers of Council's **sport and** recreation grounds and facilities.

The policy does not include Council's aquatic facilities.



## 4. Policy

### **Principles**

Council will be guided by the following principles when determining hire charges and rents:

- 4.1. Charges are for a specific use on a specific date.
- 4.2. User groups should contribute towards the cost of grounds / facilities provided by Council so that ratepayers do not bear the full cost.
- 4.3. Hire charges for grounds use by regular seasonal users will be based on a per team charge that is initially set for a period of four years to coincide with policy review and which is then adjusted for CPI or as determined by Council and approved annually by Council.
- 4.4. Hire charges for grounds use for casual users will be initially set for a period of four years to coincide with policy review and which is then adjusted for CPI or as determined by Council and approved annually by Council.
- 4.5. Hire charges / rents for facilities will be based on a fixed percentage rate of return (22%) for all facilities and taking account of the average of the previous 5 years operating, maintenance and depreciation costs. The charges will thus reflect the quality of the facilities, services provided, the nature and pattern of use and the ability of user groups to pay and the terms of any lease agreements with Council. The charge/rent is initially set for a period of four years to coincide with policy review and is then annually adjusted for CPI or as determined by Council and approved annually by Council.
- 4.6. User groups are encouraged and rewarded for sharing facilities, encouraging new more diverse user groups and new uses, introducing new recreation and sports and involvement in the management, operation, maintenance and clean up responsibilities.
- 4.7. Responsibilities must be clearly developed in conjunction with user groups and communicated at appropriate times (*e.g. at AGM to new office bearers*).
- 4.8. If **sport and** recreation facilities are already provided to the public by the private sector at a reasonable and competitive price with professional, semi-professional or commercial interests in place, then Council's hire charges at relevant locations shall compete on a commercial market basis and recover the highest level of operation and maintenance costs in a similar manner to that calculated by the competing service.
- 4.9. Leased facilities will be administered according to the terms and conditions set out in the leases while supporting the community based not for profit organisations as per the pricing policy.

## **Facility / Ground Categories**

All outdoor **sport and** recreation grounds will be categorised according to their level of amenity for the purposes of managing usage by hirers. The charge will reflect the category of the facility/ground. The associated facilities at the outdoor recreation grounds are subject to any lease arrangements in place.

## **Concessions**

Based on the value Council places on support to junior participation, non-traditional users and innovative scheduling the following concessions will be provided on the hire charges for ground usage only:

- 4.10. Junior only sports and recreations supported by parental / volunteer administration – 50%.
- 4.11. Female and Inclusion the provision of non-traditional or new recreational opportunities – 50%.
- 4.12. Off peak use (to be defined by facility manager or management committee, but normally between 9am and 3pm weekdays) which encourages increased use of facilities by enabling better programming of activities – 25%.
- 4.13. The participation concessions can be cumulative up to a maximum of 75%.

Based on the value Council places on self-reliance the following concession will be provided by Council officers on the hire / rent charges for facility usage only:

- 4.14. The value of any maintenance by the user group expressed as a percentage within the total Operations & Maintenance costs – up to 25%.

## **5. Legislation**

Local Government Act 1993 - responsibility to provide for the health, safety and welfare of the community.

## **6. Responsibility**

Responsibility for the operation of this policy rests with the Director, Community and Development Services.

## **DECISION:**

# **GOV 1 COUNCIL AUDIT PANEL INDEPENDENT CHAIRMAN RE-APPOINTMENT; RECEIPT OF AUDIT PANEL MEETING MINUTES AND REVIEW OF THE AUDIT PANEL CHARTER**

## **1) Introduction**

The purpose of this report is for Council to re-appoint independent Audit Panel chairman Steven Herynk for a period of two (2) years; to receive the minutes of the Audit Panel meeting held on 25 September 2018 and to confirm the continuation of the amended Audit Panel Charter.

## **2) Background**

Council's Audit Panel Charter requires Council to have an Audit Panel with a minimum of three (3) members and a maximum of five (5) members. Current members are independent chairman Steven Herynk, independent member Chris Lyall and Councillor member Andrew Connor.

Council appointed Steven Herynk to the position of Meander Valley Council Audit Panel Chairperson on 11 November 2014 and he was reappointed in November 2016 as approved at the October 2016 Council meeting. Council's Audit Panel Charter provides for independent members to be appointed for a period of two years. Audit Panel members may be reappointed at the approval of Council and consideration will be given to the benefits of the Audit Panel maintaining some continuation of knowledge and experience.

The State Government's Audit Panel's Order 2014 includes requirements for the chairperson of a Council audit panel. The chairperson may only be an independent person who is a member of the audit panel. In appointing an independent person as a member of an audit panel, Council is to consider conditions such as sound management and communication skills, relevant knowledge, abilities and skills of the person.

Council's Audit Panel met on 25 September 2018 with the minutes attached for Council's information and receipt.

In March 2018 Council received a letter from the Director of Local Government, providing direction for Council in relation to audit panels. Information included Audit Panel Guidelines (revised March 2018) reflecting

current legislation, information on audit panel charters and included a model code of conduct for members of an audit panel.

The Audit Panel Working Group including representatives from West Tamar, George Town, Break O'Day and Meander Valley met on 7 September. The Director Corporate Services attended on Council's behalf. The group discussed the guidance material and our current Audit Panel's Charters. The group was generally supportive of adopting the recommended changes for charters while retaining some additional explanation from our current charter which was deemed more appropriate to our circumstances, these included:

- Retaining the Remuneration Section of the existing Charter;
- Maintaining the review of the Charter to be at least every four years; and
- Retaining the Composition Clause of the existing Charter as this provides for future flexibility of Panel membership.

The group also supported the introduction of the Model Code of Conduct by inclusion as an annexure to each charter.

The amended Audit Panel Charter was discussed at Council's Audit Panel meeting on 25 September with the Panel proposing the charter to Council with the inclusion of the code of conduct for members of the audit panel as an appendix.

### **3) Strategic/Annual Plan Conformance**

Furthers the objectives of Council's Community Strategic Plan 2014 to 2024:

- Future direction (5) - Innovative leadership and community governance

### **4) Policy Implications**

Not applicable.

### **5) Statutory Requirements**

Sections 85, 85A and 85B of the Local Government Act 1993 and the Local Government (Audit Panels) Orders.

## **6) Risk Management**

Not applicable.

## **7) Consultation with State Government and other Authorities**

Recommendations one and three have been developed in consultation with Break O'Day, George Town and West Tamar councils.

The State Government guidance paper was considered in preparing amendments to Council's Audit Panel Charter (recommendation three) and was discussed at Council's Audit Panel meeting on 25 September 2018.

## **8) Community Consultation**

Not applicable.

## **9) Financial Impact**

All expenditure requirements for Council's Audit Panel (including fees for two independent members) are provided for in the annual operating budget. The overall budget for 2018-19 is \$12,000.

## **10) Alternative Options**

Council can make the Independent Chairperson position vacant and advertise to appoint an alternative independent member as Chairperson.

Council can amend the Audit Panel Charter proposed by the Audit Panel.

## **11) Officers Comments**

Steven Hernyk has been an active and reliable member of the Audit Panel for four years. The Audit Panel Working Group discussed Steven's reappointment at a meeting on 7 September 2018. The group advise that Steven is a professional, experienced and knowledgeable operator who has applied a realistic outlook to the task and capably undertaken the functions of the role. Under his guidance the Panels have been able to complete required tasks and meet their statutory obligations. It was also agreed that there were benefits for employees and councils from having a common chairperson sitting across each panel as it provided for consistency and sharing.

The working group is happy to recommend that councils offer to reappoint Steven as independent chairperson for a further two (2) year period.

Steven has confirmed that he is available to continue for a further two (2) year period. He has advised that should Council reappoint him to the position as Independent Chairperson that he considers this would be his final term on the Audit Panel.

The attached minutes of the Audit Panel meeting held on 25 September 2018 have been endorsed by the Audit Panel Chairman and are provided for Council's information.

The Audit Panel Working Group considered the Audit Panel Guidelines received from the State Government, including charter recommendations and a proposed code of conduct for audit panel members. The charter recommendations have been incorporated into Council's proposed amended Audit Panel Charter. The document retains a small amount of Council specific information from the current charter, adopted by Council in October 2016. The Audit Panel endorsed the proposed amended charter at the meeting on 25 September and support the introduction of the code of conduct for audit panel members.

**AUTHOR:** Martin Gill  
GENERAL MANAGER

## **12) Recommendation**

***It is recommended that Council:***

- 1. re-appoint Steven Heryk as independent chairman of Council's Audit Panel for a period of two years to November 2020***
- 2. receive the minutes of the Council Audit Panel meeting held on 25 September 2018***
- 3. confirm the continuation of the amended Audit Panel Charter***

## **DECISION:**



## Audit Panel Minutes

<b>Meeting Time &amp; Date: 10am 25 September 2018</b>	<b>Venue: Meander Valley Council – Council Chambers</b>
<b>Present:</b>	
Chairman Steve Hernyk	Councillor Andrew Connor
Mr Chris Lyall	
<b>In Attendance:</b>	
Martin Gill, General Manager	Justin Marshall, Senior Accountant
Jon Harmey, Director Corporate Services	Sam Bailey, Risk & Safety Officer
Dino De Paoli, Director Infrastructure Services	Susan Ellston, Finance Officer
Lynette While, Director Community & Development Services	By phone conference from Tasmanian Audit Office: Stephen Morrison, Assistant Auditor
<b>Apologies:</b>	
Matthew Millwood, Director Works	

### ORDER OF BUSINESS

#### 9. & 12. Teleconference with Tasmanian Audit Office

The Panel had a teleconference with Stephen Morrison from the Tasmanian Audit Office. Stephen gave an overview of the Audit of the Financial Report for the year ended 30 June 2018 and thanked all those assisted leading to a good audit. The Chair acknowledged the excellent results and congratulated the Senior Accountant for exceptional preparation. The chair offered a private session with Stephen however it was not required.

ITEM	
<b>1.</b>	<b>Declaration of Pecuniary Interests/conflict of interest</b> Nil.
<b>2.</b>	<b>Adoption of Previous Minutes</b> It was resolved that the minutes of the meeting held on 26 June 2018 be received and confirmed.
<b>3.</b>	<b>Outstanding from previous meeting - Action Sheet</b> The Panel reviewed the Action Sheet and discussed the following items - <ul style="list-style-type: none"> <li><b>3.1. Review Delegation process and exercise of these</b> Carry Forward to next Audit Panel Meeting</li> <li><b>3.2. Review Asset Management Strategy.</b> Defer to February 2019 Audit Panel Meeting</li> <li><b>3.3. Review Asset Management Policy.</b> Defer to February 2019 Audit Panel Meeting</li> <li><b>3.4. Review Council policies.</b> Refer Item 5 – Review policies and procedures</li> <li><b>3.5. Consider any available audit reports.</b> Provided to panel by email 26 June 2018</li> <li><b>3.6. Review and Approve Annual Internal Audit Program and alignment with risks.</b> Provided to panel by email 26 June 2018</li> </ul>

4.	<b>Review Annual Meeting Schedule and Work Plan</b> No Matters for discussion.
<b>Governance and Strategy</b>	
5.	<b>Review policies and procedures</b> The following Policies were reviewed –  <b>No 56 – Recreation Facilities Pricing</b> Only minor changes noted as part of the review. <b>Recommended to Council for adoption.</b>  <b>No 68 – Writing off Debts</b> Only minor changes noted as part of the review. <b>Recommended to Council for adoption.</b>
6.	<b>Assessment of governance and operating processes integration with financial management practices of the Council</b> Verbal report Received and Noted.
<b>Financial and Management Reporting</b>	
7.	<b>Review most current results and report any relevant findings to Council</b> The Capital Works Program update (August 2018) and the Financial Reports (July 2018) were Received and Noted.
8.	<b>Review any business unit or special financial reports</b> No Matters to Report.
9.	<b>Review annual financial report, audit report and management representation letter (for advice to GM) and make recommendation to Council including meeting with Tasmania Audit representative.</b> Refer to meeting commencement.
<b>Internal Audit</b>	
10.	<b>Consider any available audit reports</b> Reports received and Noted.
11.	<b>Review management’s implementation of audit recommendations</b> Verbal report Received and Noted.
<b>External Audit</b>	
12.	<b>Consider any available audit reports</b> Refer to meeting commencement.
13.	<b>Consider any performance audit reports that will be undertaken by the Tasmanian Audit Office and address implications for the Council</b> None to report.



## Risk Management and Compliance

**14. Monitor ethical standards and any related transactions to determine the systems of control are adequate and review how ethical and lawful behaviour and culture is promoted within the Council**

Updated inductions following Council Elections to be rolled out with the new / returning elected members. Ongoing inductions for internal uses in practise.

Received and Noted.

**15. Review processes to manage insurable risks and existing insurance cover**

Process completed for insurance renewals with Marsh. New policies in place with underwriters for 2018-2019.

Received and Noted.

**16. Monitor any major claims or lawsuits by or against the Council and complaints against the Council**

Southern Cross Homes – scheduled for hearing in Supreme Court 01 October 2018.  
Wastewater System Failure – Tracking expenses.

Received and Noted.

**17. Oversee the investigation of any instances of suspected cases of fraud or other illegal and unethical behaviour**

No Matters to Report.

## Audit Panel Performance

**18. Review Audit Panel Charter and make any recommendations for change to the Council for adoption (every 2<sup>nd</sup> year)**

Review of MVC Audit Panel Charter presented to Audit Panel  
**Recommended to Council for adoption.**

Independent Audit panel chairperson

**Recommended that Council seek to approve the reappointment of Steven Herynk to the position of Meander Valley Council Audit Panel Chairperson and approve the Director Corporate Services to facilitate an agreement for 2 years.**

Chairman abstained from discussion and decision.

## Other Business

**19. Revised Local Government Audit Panel Guidelines**

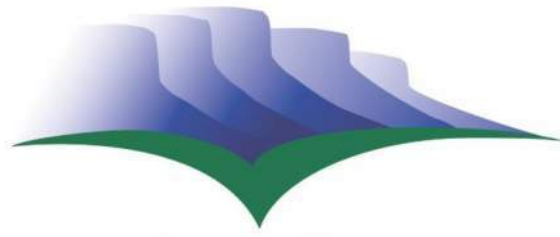
Refer to Item 18.

### Meeting close

This meeting closed at 11:05am

### Next Meeting

The next meeting to be held on Tuesday 18 December 2018 at 10:00 am



# MEANDER VALLEY COUNCIL

## Audit Panel Charter

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## 1 INTRODUCTION

The Council has established the Meander Valley Council Audit Panel (the Audit Panel) in compliance with Division 4 of the Local Government Act 1993 (the Act), the Local Government (Audit Panels) Order 2014 (the Audit Panels Order) and the Local Government (Audit Panels) Amendment Order 2015, as amended from time to time.

This Charter has been developed in cooperation with Local Government Audit Panel Working Group and sets out the Audit Panel's objectives, authority, composition, tenure, functions, reporting and administrative arrangements.

## 2 OBJECTIVE

The objective of the Audit Panel is to:

- assist Council in providing a transparent and independent process to ensure accountability to the community in the governance, management and allocation of resources; and
- review the Council's performance under section 85A of the Act and report to the Council its conclusions and recommendations.

## 3 DEFINITIONS

- *Audit Panel* – the Meander Valley Council Audit Panel as stipulated in section 1 of this document.
- *Audit Panel Working Group* – consists of Council officers representing the Break O'Day, George Town, Meander Valley and West Tamar Councils.
- *Chief Financial Officer* – the Director Corporate Services of the Meander Valley Council as appointed from time to time.
- *Commissioner* - a person appointed under sections 230 or 231 of the Act to exercise the powers and perform the functions of the Councillors.
- *Council* – the Meander Valley Council
- *Council member* - a Councillor representing the Council on the Audit Panel.
- *General Manager* - the General Manager of the Meander Valley Council as appointed from time to time.
- *Independent member* - a person who is not a Councillor, Commissioner or employee of the Meander Valley Council and has not been a Councillor or employee of the Council within the previous two years.
- *Management* - employees of Council tasked with managing the operations and daily functions.
- *Part 7 plan* - a strategic plan, an annual plan, a long term financial management plan or a long term strategic asset management plan of a Council prepared under Division 2 of part 7 of the Act.
- *The Act* - the *Local Government Act 1993* as amended.

- *The Orders* - the Local Government (Audit Panels) Order 2014 Statutory Rules 2014 and the Local Government (Audit Panels) Amendment Order 2015, as amended.

#### **4 AUTHORITY**

The Council authorises the Audit Panel, within its responsibilities, to:

- obtain any information it requires from any employee or external party (subject to any legal obligation to protect information);
- discuss any matters with the Tasmanian Audit Office (TAO), or other external parties (subject to confidentiality considerations);
- request the attendance of any employee, including members of the Council, at Audit Panel meetings; and
- obtain legal or other professional advice, as considered necessary to meet its responsibilities (subject to prior approval by the Mayor or General Manager).

The Council will include an allocation in its Annual Plan and Budget Estimates to allow the Panel to conduct reviews in accordance with its annual work plan.

#### **5 COMPOSITION AND TENURE**

The Audit Panel comprises a minimum of 3 and a maximum of 5 members appointed by the Council, of whom:

- if the panel has 4 or 5 members, at least 2 must be independent members; or
- if the panel has 3 members, at least 1 must be an independent members.

A person who is an employee, or the General Manager, or the Mayor of the Council is not eligible for appointment as a member of the panel.

A person who is an employee or Councillor of another municipal Council is not eligible for appointment as a member of the panel.

If a Commissioner is appointed to the Council, he or she may be appointed as a Council member of the panel.

The Council will appoint an independent member as the Chairperson of the panel.

Audit Panel members are appointed for a period not exceeding two years.

If an Audit Panel member resigns, Council will appoint a replacement at the earliest convenient time.

Audit Panel members may be re-appointed at the approval of the Council.

#### **6 QUALIFICATIONS AND SELECTION OF INDEPENDENT MEMBERS**

Independent members of the Audit Panel are to possess:

- Good business acumen
- Sound management skills

- Good communication skills
- Knowledge and expertise in audit practices
- Knowledge and expertise in financial management
- Experience with governance processes including but not limited to risk management.

Knowledge of and skills in government, local government, not for profit organisations and organisations requiring a high degree of legislative compliance and delivery of projects and processes which offer solutions to complex community service obligations will be highly desirable in panel members.

Calls for independent members to apply for a position on the Audit Panel shall be publicly advertised in the first instance.

The selection process for independent members will be determined and undertaken by Council and supported using Council's existing recruitment and selection processes.

## **7 FUNCTIONS**

To comply with the Orders, when reviewing the Council's performance the Audit Panel is to consider:

- the Council's financial system, financial governance arrangements and financial management;
- whether the annual financial statements of the Council accurately represent the state of affairs of the council;
- whether and how the strategic plan, annual plan, long-term financial management plan and long-term strategic asset management plans of the Council are integrated and the processes by which, and assumptions under which, those plans were prepared;
- the accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls that the Council has in relation to safeguarding its long-term financial position;
- whether the Council is complying with the provisions of the Act and any other relevant legislation; and
- whether the Council has taken any action in relation to previous recommendations provided by the Audit Panel to the Council and, if it has so taken action, what that action was and its effectiveness; and
- any other activities within the panel's remit, as determined by the panel.

In fulfilling its functions, the Audit Panel should consider the following key areas:

- corporate governance;
- systems of internal control;
- risk management frameworks;

- human resource management, including policies, procedures and enterprise agreements;
- procurement;
- information and communications technology governance;
- management and governance of the use of data, information and knowledge; and
- internal and external reporting requirements.

## **8 RESPONSIBILITIES OF PANEL MEMBERS**

Members of the Audit Panel are expected to understand and observe the legal requirements of the Act and the Orders. Members are also expected to:

- act in the best interests of the Council;
- apply sound analytical skills, objectivity and judgment;
- express opinions constructively and openly;
- raise issues that relate to the Audit Panel's functions and pursue independent lines of enquiry within the Panel's deliberations and meetings; and
- contribute the time required to review the papers provided.

## **9 REPORTING**

The Audit Panel is to provide a copy of its meeting minutes to the Council as soon as practical after each Audit Panel meeting, preferably for the ordinary Council meeting following the Audit Panel meeting.

If the Audit Panel has conducted a review under section 85A of the Act, the Audit Panel must provide a written report of its conclusions and recommendations to the Council as soon as practicable after the review is completed.

The Audit Panel must provide an annual report to the Council that comprises, at least:

- a summary of the work undertaken and significant findings during the past year;
- a review of the Panel's Charter and, if required, recommended changes to the Council for its approval;
- an update on the membership of the Panel, in particular if there have been or may be change;
- the significant aspects of the Panel's deliberations for the coming year, together with a proposed work plan for the coming year; and
- any other matters deemed, by the Panel, as requiring the Council's attention.

## **10 ADMINISTRATIVE ARRANGEMENTS**

### **10.1 MEETINGS**

The Audit Panel will meet at least four times per year.

The Chairperson must seek Council approval prior to holding more than five meetings per year. The Chairperson must seek Council approval to hold additional meetings if asked to do so by at least two members of the Panel.

The Audit Panel is to regulate its own proceedings in accordance with this Charter.

The Chairperson may determine that a meeting is to be held in private.

The General Manager and CFO, or their delegates, are to attend Audit Panel meetings unless the Chairperson determines a meeting is to be held in private.

The Audit Panel may invite or allow any councillor and/or employee of the Council and/or representative of the TAO to attend meetings of the Audit Panel.

## **10.2 QUORUM**

A quorum of an Audit Panel meeting will consist of the majority of members, including at least one independent member.

## **10.3 WORK PLAN**

Prior to 1 July each year the Audit Panel is to develop an annual work plan that includes, but is not limited to, a schedule of meetings and the known objectives for each meeting.

All discretionary items referred to the Audit Panel that fit within its remit should be brought before the Panel so it can determine which items will be prioritised for inclusion in the work plan.

The forward meeting schedule should include the dates, location, and proposed agenda items for each meeting.

## **10.4 SECRETARIAT**

The Council, in consultation with the Audit Panel, will appoint a person to provide secretariat support to the Audit Panel. The secretariat will:

- ensure the agenda for each meeting is approved by the Chairperson;
- endeavour to ensure the agenda and supporting papers are circulated at least one week prior to the meeting; and
- ensure the minutes of the meetings are prepared and submitted to the Council as soon as practicable after each meeting.

## **10.5 INTERESTS**

Audit Panel members must declare any real, potential or perceived pecuniary or non-pecuniary interests that may affect them in carrying out their functions. The Audit Panel member with the interest must also notify the General Manager of the Council, in writing, of the interest within seven days of declaring the interest.

Independent members are to consider past employment, consultancy arrangements and related party issues in making these declarations.

A standing item for declarations of interests should be included in all panel meeting agendas.

The Chairperson of the Audit Panel is to ensure that the declaration of an interest is recorded in the minutes of the meeting and any relevant written report.

### **10.6 CONFIDENTIALITY**

Panel members must maintain the confidentiality of any information, documents and communication that the Council or Panel has designated as being in confidence, and only access Council information in order to perform their role as a Panel member.

### **10.7 CODE OF CONDUCT**

Audit Panel members are to abide by standards of behaviour in the Code of Conduct for Members of the Audit Panel (Appendix 1).

### **10.8 INDUCTION**

The Council will provide new Audit Panel members with relevant information and briefings upon their appointment to assist them to meet their Audit Panel responsibilities.

### **10.9 PERFORMANCE EVALUATION**

The Audit Panel will undertake an annual performance evaluation of its work and provide a report and any recommendations in relation to the evaluation to Council.

The performance evaluation will review the extent to which the Audit Panel has met its responsibilities under this charter and in accordance with the Act and the order.

## **11 REMUNERATION**

Independent members of the Audit Panel shall be paid a fee per meeting attended as approved by Council at the time of appointment.

Council will include independent members of the Audit Panel in its professional indemnity insurance coverage for the services provided to Council.

## **12 REVIEW OF CHARTER**

The Audit Panel Working Group will review this Charter every four years. The outcomes and recommendations from this review will be provided to Council for information and approval.

## **13 APPROVAL**

Approved by the Council on 9 October 2018 (reference xxx/2018).

Signed: \_\_\_\_\_  
General Manager



## **APPENDIX 1: CODE OF CONDUCT FOR MEMBERS OF THE AUDIT PANEL**

This code of conduct sets out the standards of behaviour expected of the Meander Valley Council's Audit Panel members (members). The standards support the characteristics of good governance outlined in the Good Governance Guide for Local Government in Tasmania (reference below).

As an independent source of scrutiny in the interests of the community, the Audit Panel provides checks and balances on key Council activities and a means of highlighting issues that require strategic attention.

Councillors who are members of the Audit Panel are in a unique position and have an obligation to maintain an Audit Panel perspective in the interests of the community when they discharge their duties as Panel members, i.e. they must display independence of mind, separate from their role as a Councillor.

In performing their role on the Audit Panel, and in acting in the best interests of the community, all members of the Audit Panel commit to the following standards.

### **1. Effective management of conflicts of interest**

Members avoid conflicts of interest that arise between their personal interests and their public duty as an Audit Panel member, as far as reasonably possible. This includes pecuniary and non pecuniary conflicts of interest (actual, potential or perceived). Where avoidance is not possible, members appropriately manage conflicts of interest. Members are responsible for acting in good faith and exercising reasonable judgment to manage conflicts of interest, including the offer or receipt of gifts and benefits.

Council members may at times deal with conflicts of interest as a consequence of their dual roles as an audit panel member and a councillor. This may present as a conflict between the interests of the community (as seen from the Audit Panel perspective).

All members will regularly provide advice of their actual, potential and perceived conflicts to the panel.

### **2. Proper use of Council information**

Members maintain the confidentiality of any information, documents and communication that the Council or panel has designated as being in confidence. Members only access Council information needed for them to perform their role as a panel member and not for personal interests or reasons.

### **3. Proper use of position**

Members perform their role in the best interests of the Council and the community. Members operate within the intended scope of the Audit Panel (as outlined in the Audit Panel Charter) and adhere to relevant Council policies and procedures.

### **4. Appropriate interactions**

Members act ethically and treat all persons with fairness and respect. Members conduct themselves in a way that positively represents the panel, and is in the best interests of the Council and the community. Members interact appropriately with fellow members, councillors, Council staff and the community, and give full respect and consideration of to all relevant information known to them. Members should not interact directly with Council staff without the prior approval of the panel and the general manager.

Further information on the ethical standards covered in this code of conduct, and the terminology used, can be found in the Good Governance Guide for Local Government in Tasmania: ([www.dpac.tas.gov.au/divisions/local\\_government](http://www.dpac.tas.gov.au/divisions/local_government)).

## **GOV 2      DELEGATIONS BY COUNCIL**

### **1) Introduction**

The purpose of this report is for Council to approve delegations to the General Manager under the Local Government Act 1993.

### **2) Background**

Section 22 of the Local Government Act 1993 relates to Delegation by Council and what it can and cannot delegate. Section 22(4)(a) requires the General Manager to keep an up-to-date register of these delegations.

The General Manager has undertaken a review of the Council delegations to check if they are current, effective, and if there were any gaps. The review comprised the following components:

- Comparative review of Local Government of Tasmania (LGAT) delegations template prepared by Page Seager against Meander Valley Council delegations
- Review of applicable legalisation list

A Delegations Review Report and proposed amendments to the existing delegations were presented to Council at the September Council workshop 2018.

### **3) Strategic/Annual Plan Conformance**

Further the objectives of the Council's Community Strategic Plan 2014 to 2024 in particular:

- Future direction (5) – Innovative Leadership and community governance

Council's delegation register is reviewed annually.

### **4) Policy Implications**

Not applicable.

## **5) Statutory Requirements**

Section 22 and Section 64 of the Local Government Act 1993, allows the Council to delegate its functions and powers to the General Manager, or a person acting in that capacity.

## **6) Risk Management**

It is critical that Council has up to date, legal delegations in place.

## **7) Consultation with State Government and other Authorities**

Not applicable.

## **8) Community Consultation**

Not applicable.

## **9) Financial Impact**

Delegating certain powers and functions ensures that Council operates in an efficient and effective manner. Delegations mitigate the financial costs of Council by reducing the number of administrative matters that need to come to Council for decisions.

## **10) Alternative Options**

Council can elect to not delegate any functions and powers or amend the recommended delegations.

## **11) Officers Comments**

The LGAT undertakes an annual review of legislation and keeps a register of the functions and powers of councils and General Managers.

Meander Valley Council undertakes an annual review of delegations against the LGAT register to ensure that our delegations provide for an efficient operating environment, are up to date and remain legal.

There a number of proposed changes to the current delegations which are summarised in the attached Review of Delegations Report.

The recommendation below includes a copy of amended delegation list.

**AUTHOR:** Martin Gill  
GENERAL MANAGER

## 12) Recommendation

***It recommended that Council, pursuant to the powers of the Local Government Act 1993, the Council delegates the exercise and performance of the following functions and powers (as attached) to the General Manager or a person acting in that capacity on the following conditions:***

- i) Each delegation is subject to the conditions or restrictions, if any, referred to in the table to this delegation;***
- ii) Each delegation is subject to such policies, policy guidelines and directions as the Council may from time to time approve;***
- iii) The General Manager is authorised pursuant to Section 64 of the Local Government Act 1993 to further delegate such powers and functions to an employee of the Council.***

### **DELEGATION TO GENERAL MANAGER**

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

Pursuant to the powers of the Local Government Act 1993 the Council hereby delegates the exercise and performance of the following functions and powers to the General Manager or a person acting in that capacity on the following conditions:

- I Each delegation is subject to the conditions or restrictions (if any) referred to in the table to this delegation.
- II Each delegation is subject to such policies, policy guidelines and directions as the Council may from time to time approve.
- III Each delegation is subject to Council's By-laws or the provision of any Act.
- IV The General Manager is authorised pursuant to Section 64 of the Local Government Act 1993 to further delegate such powers and functions to an employee of the Council.

## **TABLE OF POWERS AND FUNCTIONS DELEGATED**

### **No. 1 Local Government Act 1993**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22	All of Council's powers and functions under sections 74, 75, 77, 81, <b>113</b> , 175, 176, 185, 189, 193, 197, 200, 201, 205, <b>207</b> , 209 and 252 of the Local Government Act 1993	
2	s. 22	All of Council's powers and functions under sections 76, <b>77-124</b> , 126,127,128,133 and 135 of the Local Government Act 1993	Subject to the rates and charges policies and procedures. Not to be sub-delegated. See s.22.
3	s. 64	All of Council's powers and functions under sections 74, 75, 76, <b>77</b> , 81, <b>113</b> , 175, 176, 185, 189, 197, 200, 201, 205, 209 and 252 of the Local Government Act 1993, may be delegated	
4	s.129	Remission of Rates: rates and interest by request	<b>General Manager &amp; Director Corporate Services limited to \$2,000</b>
5	s.207	Remission of fees and charges: remit all or part of any fee or charge	<b>General Manager &amp; Director Corporate Services limited to \$2,000</b>
6	s. 219	Submissions to Boards of Inquiry	In accordance with general directions of Council
7	s. 240	Institute proceedings in a court of law	
8	s. 333A	To call tenders for goods and services included in the Annual Plan and accept or refuse same.	Acceptance of tenders by the General Manager must only be for goods or services included in the Annual Plan up to the prescribed amount as set out in the Local Government (General) Regulations 2015 (\$250 000). Council's Code

No	Statutory Ref	Function or Power	Conditions or Restrictions
			of Tendering must be complied with.

## No. 2 Local Government (General) Regulations 2015

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	Reg. 23 (2), (3), (4), (5)	Public Tenders	In accordance with Code of Tender
2	Reg. 24	Open Tenders	
3	Reg. 25	Multiple Use Register	
4	Reg. 26(1)	Multi Stage Register	

## No. 3 Local Government (Building and Miscellaneous Provisions) Act 1993

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 Local Government Act 1993 (LGA)	All of council's powers and functions contained in the Local Government (Building and Miscellaneous Provisions) Act 1993.	Upon recommendation of relevant infrastructure or planning officers
2	s. 86	Security for payment	Further to this power to accept a guarantee as a security for subdivision work from any organisation that meets the requirements of this section.  To authorise the total or partial release of bonds, guarantees and security deposits, where the appropriate departmental manager has certified that the work or thing to which the

No	Statutory Ref	Function or Power	Conditions or Restrictions
			<p>bond, guarantee or deposit relates has been satisfied in whole or in part.</p> <p>To call on any bonds and guarantees for building estates and subdivisions to carryout uncompleted works as certified by Council's Engineer.</p>

#### **No. 4 Roads and Jetties Act 1935**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	All powers and functions contained in the Roads and Jetties Act 1935	

#### **No. 5 Local Government (Highways) Act 1982**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s.124(1)	All powers and functions contained in the Local Government (Highways) Act 1982	<p>Excludes sections 12(1), 15(3), 19(1)(c), 43, 46(2C), 61, 73, 80, 114(8), 124; and condition on s104(2) - must be in accordance with the annual schedule of fees and charges.</p> <p>Decision made upon recommendation from Director Infrastructure</p>
2	s. 19	Closure of Local Highways for public functions	Upon approval of Commissioner of Police

#### **No. 6 Public Health Act 1997**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	All of council's powers and	Except s.185(1)



		functions contained in the Public Health Act 1997	Decision made upon recommendation of Environmental Health Officer
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### No. 7 Food Act 2003

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	All of council's powers and functions contained in the Food Act 2003.	Decision made upon recommendation of Environmental Health Officer

### No. 8 Dog Control Act 2000

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 27	Erect and maintain signs sufficient to identify any exercise area, training area, prohibited area or restricted area	

### No. 9 Monetary Penalties Enforcement Act 2005

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s.17(2)	Approve or refuse an application for the withdrawal of an infringement notice or a variation of an infringement notice, and notify the applicant of the approval or refusal	
2	s. 18(1)	Refer an infringement notice served by it to the Director for enforcement	
3	s. 23	Withdraw an infringement notice served by Council	Advise the offender in writing and advise the Director MPES if the notice was referred to MPES
4	s. 28(1)	Receive application for variation of payment conditions	

### No. 10 Land Acquisition Act 1993

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 54	Powers of entry and examination	
2	s. 55	Immediate entry	
3	s. 56	Power to occupy adjacent land	

### No. 11 Environmental Management and Pollution Control Act

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 22 LGA	All of Council's powers and functions under the Environmental Management and Pollution Control Act 1994	Decision made upon recommendation of Environmental Health Officer
2	s.25A (1D)(a)	Provide notice to the applicant of the determination	When functioning as the Planning Authority
3	s.27AC (5)	Notify the Board of the grant of the permit and provide to the Board a copy of the permit	When functioning as the Planning Authority
4	s.27AD	Application to the Board for approval to amend a planning permit	When functioning as the Planning Authority
5	s.44	Notify the Director, EPA of the issue of an emergency order and provide a copy of the order	When functioning as the Planning Authority

### No. 12 Archives Act 1983

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 3(1)	Relevant Authority	Subject to compliance with provisions of the Archives Act 1983

2	s. 15	Approve or refuse access to restricted records	Subject to provisions of Archives Act and Freedom of Information Act 1991
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### No. 13 Right to Information Act 2009

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	Functions and powers of Council as a public authority under the Right to Information Act 2009	

### No. 14 Strata Titles Act 1998

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 19	Application for amendment (strata scheme)	Upon recommendation from the Planning Officer
2	s. 23	Application for consolidation (strata scheme)	Upon recommendation from the Planning Officer
3	s. 27	Application for cancellation (strata Scheme)	Upon recommendation from the Planning Officer
4	s. 31	Application for grant of certificate of approval (strata scheme)	Upon recommendation from the Planning Officer
5	s.36(1)	A developer can apply to Council for in principle approval for a staged development scheme	
6	s. 37	Approval of scheme in principle (staged development scheme)	Upon recommendation from the Planning Officer
7	s.41(2)	The Council may refuse to approve a particular stage of a staged development scheme in certain circumstances	Upon recommendation from the Planning Officer
8	s. 42	Application for variation of scheme (staged development scheme)	Upon recommendation from the Planning Officer
9	s. 54	Approval of scheme (community development scheme)	Upon recommendation from the Planning Officer
10	s.57(2)	The Council may refuse to approve a particular stage of	

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		a community development scheme in certain circumstances	
11	s. 58	Application for variation of scheme (community development scheme)	Upon recommendation from the Planning Officer
12	s. 61	Council (as an "interested person" under the Act) can apply for a mandatory injunction requiring the developer of a community development scheme to complete the scheme	
13	s. 65(a)	An owner proposing to sell or dispose of land in a community development scheme must give notice to the Council	
14	s.65(b)(i)	A person who is to acquire title in a registered community development scheme must give a written undertaking to develop the land in accordance with the scheme to the Council	

### No. 15 Building Act 2016

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s.27(3) & (4)	Make information retained pursuant to s.27(2) available to the persons specified in s.27(3), and to provide a copy of that information upon payment of a fee.	
2	s.41(1)	Take steps to (a) ensure that the owners of property are informed of their duties under this Act –(i) in relation to any	

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		<p>building work, plumbing work or demolition work; and (ii) in maintaining and using a building; and (b) make itself aware of – (i) building work, plumbing work or demolition work being performed in the municipal area; and (ii) the use and occupation of buildings in its municipal area; and (c) if applicable, ensure proceedings are instituted against any person or body failing to comply with this Act; and (d) enforce an order issued by a building surveyor, if appropriate to do so.</p>	
1	s. 265(3) & (4)	<p>Perform works where there has been failure to comply with an emergency, building or plumbing order, including the power to:(a) enter on the land where the work is to be done with the appropriate equipment; and</p> <p>(b) exclude other persons from the place where the work is being done; and</p> <p>(c) if anything is to be altered, determine the form of the alteration so far as it was not previously specified; and</p> <p>(d) if anything is to be taken down, demolished or removed, determine in what condition the remainder is to be left; and</p>	Upon recommendation from the Permit Authority

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		(e) carry away to some convenient place any materials removed; and  (f) sell any materials so carried away and deduct the proceeds from the cost of the work.	
2	s. 266	Take proceedings to obtain possession of a building or temporary structure if any occupier fails to allow any person to do work pursuant to s.265.	Upon recommendation from the Permit Authority

### **No. 16 Building Regulations 2016**

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	r. 43(1)	Provide written consent for works proposed pursuant to r.43(1)	Upon recommendation from the Plumbing Permit Authority
2	r. 43(3)	If not satisfied that a stormwater drainage system is sealed in accordance with the Act, enter the premises and perform any work necessary	Upon recommendation from the Plumbing Permit Authority
3	r. 43(5)(a)	Recover costs as a charge under the Local Government Act 1993	Upon recommendation from the Plumbing Permit Authority
4	r. 53	Assessment of land as having a reasonable probability of flooding	
5	r. 78(3)	Recover costs as a charge under the Local Government Act 1993	Upon recommendation from the Permit Authority

### **No. 17 Heavy Vehicle National Law (Tasmania) Act 2013**

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s.118(1)(b)	Granting consent for exemption on mass or dimension restriction	
2	s.124(1)(b)	Granting consent for exemption (permit) on mass or dimension restriction	
3	s.145(1)(b)	Granting consent for a class 2 heavy vehicle authorisation	
4	s.156(2)	Asking the Regulator for a longer period to decide whether to grant consent for a mass or dimension authority	
5	s.156(6)	Providing written statement explaining road manager's reasons not to give consent for a mass or dimension authority	
6	s.158	Deal with a request for consent and decide to give or not give consent for a mass or dimension authority	
7	s.159(2)	Notifying the Regulator that route assessment is required by the road manager in deciding whether to give consent and the fee payable	
8	s.160(1)	Specifying road condition(s) to which the granting of consent is subject	
9	s.160(2)	Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to	

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		road conditions	
10	s.161(1)	Specifying travel condition(s) to which the granting of consent is subject	
11	s.161(2)	Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions	
12	s.162(2)	Requesting specified vehicle condition(s) be imposed on the mass or dimension authority	
13	s.167(2)(b)	Giving notice to the Regulator of objection to the application of this section [which provides for expedited process for renewal of mass or dimension authority]	
14	s.169	Giving consent to the grant of a mass or dimension authority for a trial period or no more than 3 months	
15	s.170	Provide the Regulator with a written objection to a renewal of a mass or dimension authority	
16	s.174(2)	Asking the Regulator to amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles	
17	s.176	Provide consent to an amendment of a permit for a mass or dimension	



No	Statutory Ref	Functions or Power	Conditions or Restrictions
		authority	
18	s.178(2)	Asking the Regulator amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles	
19	s.645	Decide a review of a reviewable decision under the Act	

### No. 18 Miscellaneous Powers and Functions

No	Function or Power
1	To call for and accept quotations, tenders or auction the disposal of surplus or redundant plant, equipment of materials.
2	To approve the taking over by the Council of engineering works involved in the development of a subdivision subject to certification by the Council's Engineer that all the items, including maintenance, have been satisfactorily completed and "as constructed" drawings have been received.
3	To institute, defend, abandon, settle or compromise any proceedings before any tribunal for the recovery of debts due to the Council or for breaches of any By-laws or statutes affecting the Council, or to protect, recover or secure recompense for damage to or loss of any property of the Council.
4	To authorise and to institute proceedings for non-compliance with any order or notice lawfully made or given by or on behalf of the Council, and where such order or notice is not complied with, to authorise the carrying out of the necessary work where the Council has the power to do so.
5	To issue or publish or cause to be issued or published statements of fact relating to Council's activities or policies.
6	To seek legal advice and to complete affidavits on behalf of Council in accordance with Council policies.
7	To sign all contracts, leases and agreements on behalf of Council in accordance with Council policies.
8	To authorise the affixing of the Common Seal to any document, including final plans of survey complying with all relevant statutes.
9	To negotiate and approve leases of Council property where the annual rental is less than \$20 000 exclusive of GST.
10	The authority to agree or object to the sale or lease by the Department of Primary Industry, Parks, Water and the Environment of Crown Land including the unmade portion of road reservations on the advice of Council's Director Infrastructure Services and Director Community & Development Services and

	<p>on condition that:</p> <ul style="list-style-type: none"> <li>• The proposed sale or lease of a road reservation will not deny a fee simple frontage to a road to any land title.</li> <li>• The portion of the road reservation being purchased is to be adhered to the adjoining title of the purchaser.</li> <li>• Any land purchased that is a sub-minimum lot under Council's Planning Scheme is to be adhered to the adjoining title of the purchaser.</li> </ul>
11	To control and supervise all contracts and to approve expenditure authorised thereunder in the relevant budget, including contingency provisions.
12	To approve the location of telephone cabinets, power sub-stations, bus shelters, seats, street furniture and other services installed or constructed by other public authorities or service organisations and to order the relocation or removal thereof in connection with approved works.
13	To authorise the carrying out by Council of private works for other parties.
14	To authorise the installation or any alteration to street lights in keeping with Council's budget estimates.
15	To authorise the joining in or the contribution by the Council, to the erection or repair of any fence between land of the Council and adjoining land in accordance with the Boundary Fences Act 1908 and in keeping with the Council budget estimates.
16	To determine the use of public roads for walk-a thons, charitable collections or other like events.
17	To authorise the closure of roads or parts thereof temporarily for repairs or construction.
18	To authorise the total or partial release of bonds, guarantees and security deposits where the relevant Manager has certified that the work or thing which the bond, guarantee or security deposit relates has been satisfied in whole or in part and to call on any bonds, guarantees or security deposits where the work secured has not been carried out in accordance with Council requirements.
19	To authorise the use of Council's plant and equipment in emergencies at the request of the State Emergency Services, Tasmania Police or the State Fire Authority.
20	To make payments and donations in keeping with Council policy.
21	To approve or disapprove, upon written application, requests to consume intoxicating liquor on Council reserves or premises.
22	To lend materials from Council stores stock in emergency circumstances as determined by the General Manager subject to the provision of a written acknowledgement of receipt of an undertaking to replace within a set time.
23	Subject to the provision of any Act to permit or refuse to permit the disposal of waste or rubbish at a Council tip, refuse disposal site or waste transfer station.
24	To approve conditionally or otherwise all temporary signs and hoardings.
25	Authority to appoint "Authorised Officers" or "Council Officers" where such are

required to be appointed under the Local Government Act 1993 or any other Act and to issue "Certificates of Authority" to those officers where required.
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**DELEGATION TO GENERAL MANAGER**  
(Section 6 of the Land Use Planning Approvals Act 1993)

**TABLE OF POWERS AND FUNCTIONS DELEGATED**

**No. 19. Land Use Planning and Approvals Act**

<b>No</b>	<b>Statutory Ref</b>	<b>Functions or Power</b>	<b>Conditions or Restrictions</b>
	Part 3	Planning Schemes	
1	Part 3 Generally	<p>As a consequence of any decision by the Council to initiate preparation of a planning scheme or a planning scheme amendment or to provide its views and opinions on any representation received on a draft planning scheme or draft amendment:</p> <ul style="list-style-type: none"> <li>i) authority to give such advice, consultation, referral or notification as required under this Part;</li> <li>ii) authority to initiate public notification of a draft scheme or draft amendment;</li> <li>iii) authority to submit a draft scheme or a draft amendment for approval if no representations are received during the exhibition period;</li> <li>iv) authority to modify a draft planning scheme or draft amendment if only to correct any error, remove an anomaly, clarify or simplify a provision, remove any inconsistency with other regulation, make procedural changes or to bring the planning scheme into conformity with a mandatory planning instruction;</li> <li>v) represent the Council and to give</li> </ul>	

		evidence and make submissions before any hearing conducted by the Tasmanian Planning Commission.	
2	Part 3A Generally  Local Provisions Schedule	In accordance with a decision of the planning authority (or a requirement of the Minister) to: <ul style="list-style-type: none"> <li>a. prepare a draft LPS under s35;</li> <li>b. indicate its views and opinions in relation to each representation received on a draft LPS;</li> <li>c. indicate its satisfaction that a draft LPS meets the criteria in s34;</li> <li>d. make recommendations in relation to how a draft LPS should be determined in accordance with s35F; and</li> <li>e. conduct and respond on a review of the LPS</li> </ul>	
3	Part 3B Generally  Amendment of Local Provisions Schedule	In accordance with a decision of the planning authority in relation to: <ul style="list-style-type: none"> <li>a. preparation of a draft amendment to the LPS under s38 or 40D;</li> <li>b. preparation of a draft amendment under s38 and a draft permit under s40Y; and</li> <li>c. its views and opinions in relation to each representation received on a draft LPS and on any draft permit;</li> <li>d. its satisfaction that the draft LPS meets the criteria in s34; and</li> </ul>	

		e. recommendations in relation to how the draft LPS should be determined in accordance with s35F;	
	Part 4	Enforcement of Planning Control	
3	Part 4 Generally	Authority to require the making of a permit application and to undertake actions and proceedings in pursuance of the Council's obligations as a planning authority to observe and enforce compliance of a planning scheme; including – i) to give such advice, consultation, referral or notification as required under this Part; ii) to represent the Council and to give evidence before the Resource Management and Planning Appeal Tribunal in respect of any appeal against a decision on a planning permit; iii) to initiate legal proceedings for any use of land, development or act if:- - contrary to a State Policy, planning scheme or special planning scheme; - an obstruction of a planning scheme or special planning scheme; or - a breach of a condition or restriction of a planning permit.	
4	s. 35C	Notice of exhibition of Draft LPS	
5	s. 35G	Planning Authority may notify Minister as to whether amendment of SPPPs is required	
6	s. 35M	Notice of approval of Local Provisions Schedules	
7	s. 40G	Amendment of LPS – Notice of Exhibition	
8	s. 40U	Combined permit and amendment Process – Additional Information	
7	s. 43(6)	Notify persons of amendment to permit	
8	s. 43(7)	Notify EPA of amendment to permit	
9	s. 43(9)	Notify Commission of amendment to permit	

10	s. 43(10)	Notify Heritage Council of amendment to permit	
11	s. 48A	Notice to remove signs	
12	s. 51	Permits	For permitted uses – upon recommendation from Planning Officer
12	s. 53(5A)	Granting period to substantially commence	
13	s. 54	Additional information	
14	S. 55	Corrections of mistakes in planning permit	Upon recommendation from the Planning Officer. Inclusive of Council decisions where the permit amendment does not alter the intent or nature of Council's decision.
15	S. 56	Minor amendments to permits	Upon recommendation from the Planning Officer. Inclusive of Council decisions where the permit amendment does not alter the intent or nature of Council's decision.
16	S. 57(2)	Application for discretionary permit. To refuse a permit.	Only where such application cannot lawfully be approved.
17	s. 57(3)	Notify application for discretionary permit	
18	S. 57(5)	Application for discretionary permit. To extend time for receipt of representations.	
19	S. 57(6)	Application for discretionary permit. To grant a permit	Only in cases where <b>no</b> representations have been received objecting to the proposal and upon the recommendation of the Planning Officer or where time for a decision will expire and so create a deemed approval and the applicant has refused an extension of time.
20	S. 57(6A)	Application for discretionary permit. To extend time for making a decision.	Upon agreement in writing with the applicant.
21	S. 57A	Mediation	
22	S. 58	Approval of application for other permits (permitted) including extension of time.	Upon recommendation from the Planning Officer.
23	S. 59(3)	Deemed approval hearing. To	

		negotiate, compromise, agree etc. During a hearing on a deemed approval.	
24	s. 59(7)	Determine an application for a permit if the statutory time has elapsed	Upon recommendation from the Planning Officer.
25	s. 60P (4)	Provide information if requested by Tasmanian Planning Commission	
26	s. 60Q(5)	Notification and exhibition of project	
27	s. 60ZD	Issue of planning compliance certificates	
28	s. 60ZE(3)	Grant and extension of planning compliance certificate	
29	s. 60ZF	Cancellation of planning compliance certificates	
30	S. 61	Planning appeals To negotiate, compromise, agree etc. During the hearing of an appeal.	
31	S. 64	Commencement and conduct of civil enforcement proceedings	Council is to be advised in next briefing report.
32	S. 65	Appeal to the Supreme Court in respect to a decision of the Appeals Tribunal under section 64.	Only if the matter is unable to be brought before Council within the time required for lodgement of an appeal and on the advice of the Planning Officer. Council is to be advised at the next ordinary meeting.
33	S. 67	Notice of withdrawal of modification of planning scheme.	
34	S. 71	Planning authority may enter into agreements.	Upon recommendation from the Planning Officer.
35	S. 73	Security for payment.	Bonds and Guarantees To authorise the partial or total release of bonds, guarantees and security deposits held pursuant to section 71 of the Act upon certification from the relevant manager and in the case of engineering works certification from Council's Engineer that the work or things to which the bond, guarantee or security deposit relates has been to the Council requirements satisfied in whole

			<p>or in part. To call on any bonds, guarantees or security deposits to carry out work that has not been completed to the Council requirements upon the certification of the Council's Engineer.</p>
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**DELEGATION TO GENERAL MANAGER**

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered ~~130/2017XXXX~~

Pursuant to the powers of the Local Government Act 1993 the Council hereby delegates the exercise and performance of the following functions and powers to the General Manager or a person acting in that capacity on the following conditions:

- I Each delegation is subject to the conditions or restrictions (if any) referred to in the table to this delegation.
- II Each delegation is subject to such policies, policy guidelines and directions as the Council may from time to time approve.
- III Each delegation is subject to Council’s By-laws or the provision of any Act.
- IV The General Manager is authorised pursuant to Section 64 of the Local Government Act 1993 to further delegate such powers and functions to an employee of the Council.

**TABLE OF POWERS AND FUNCTIONS DELEGATED**

**No. 1 Local Government Act 1993**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22	All of Council's powers and functions under sections 74, 75, 77, 81, <del>113</del> , 175, 176, 185, 189, 193, 197, 200, 201, 205, <del>207</del> , 209 and 252 of the Local Government Act 1993	
2	s. 22	All of Council's powers and functions under sections 76, <del>77</del> , <del>124</del> , 126,127,128,133 and 135 of the Local Government Act 1993	Subject to the rates and charges policies and procedures. Not to be sub-delegated. See s.22.

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

No	Statutory Ref	Function or Power	Conditions or Restrictions
<u>3</u>	<u>s. 64</u>	<u>All of Council's powers and functions under sections 74, 75, 76, 77, 81, 113, 175, 176, 185, 189, 197, 200, 201, 205, 209 and 252 of the Local Government Act 1993, may be delegated</u>	
<u>4</u>	<u>s.129</u>	<u>Remission of Rates: rates and interest by request</u>	<u>General Manager &amp; Director Corporate Services limited to \$2,000</u>
<u>5</u>	<u>s.207</u>	<u>Remission of fees and charges: remit all or part of any fee or charge</u>	<u>General Manager &amp; Director Corporate Services limited to \$2,000</u>
<u>6</u>	s. 219	Submissions to Boards of Inquiry	In accordance with general directions of Council
<u>7</u>	s. 240	Institute proceedings in a court of law	
<u>8</u>	s. 333A	To call tenders for goods and services included in the Annual Plan and accept or refuse same.	Acceptance of tenders by the General Manager must only be for goods or services included in the Annual Plan up to the prescribed amount as set out in the Local Government (General) Regulations 2015 (\$250 000) and the tender is within five percent of the estimate and the lowest tender is to be accepted. Council's Code of Tendering must be complied with.

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

## **No. 2 Local Government (General) Regulations 2015**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	Reg. 23 (2), (3), (4), (5)	Public Tenders	In accordance with Code of Tenders
2	<a href="#">Reg. 24</a>	<a href="#">Open Tenders</a>	
3	<a href="#">Reg. 25</a>	<a href="#">Multiple Use Register</a>	
4	<a href="#">Reg. 26(1)</a>	<a href="#">Multi Stage Register</a>	

## **No. 2-3 Local Government (Building and Miscellaneous Provisions) Act 1993**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 Local Government Act 1993 (LGA)	All of council's powers and functions contained in the Local Government (Building and Miscellaneous Provisions) Act 1993.	Upon recommendation of relevant infrastructure or planning officers
2	s. 86	Security for payment	Further to this power to accept a guarantee as a security for subdivision work from any organisation that meets the requirements of this section.  To authorise the total or partial release of bonds, guarantees and security deposits, where the appropriate departmental manager has certified that the work or thing to which the bond, guarantee or deposit relates has been satisfied in whole or in part.

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

No	Statutory Ref	Function or Power	Conditions or Restrictions
			To call on any bonds and guarantees for building estates and subdivisions to carryout uncompleted works as certified by Council's Engineer.

## No. ~~3~~4 Roads and Jetties Act 1935

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	All powers and functions contained in the Roads and Jetties Act 1935	

## No. ~~4~~5 Local Government (Highways) Act 1982

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s.124(1)	All powers and functions contained in the Local Government (Highways) Act 1982	Excludes sections 12(1), 15(3), 19(1)(c), 43, 46(2C), 61, 73, 80, 114(8), 124; and condition on s104(2) - must be in accordance with the annual schedule of fees and charges.  Decision made upon recommendation from Director Infrastructure
2	s. 19	Closure of Local Highways for public functions	Upon approval of Commissioner of Police

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

## No. ~~5-6~~ Public Health Act 1997

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	All of council's powers and functions contained in the Public Health Act 1997	Except s.185(1)  Decision made upon recommendation of Environmental Health Officer

## No. ~~6-7~~ Food Act 2003

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	All of council's powers and functions contained in the Food Act 2003.	Decision made upon recommendation of Environmental Health Officer

## No. ~~7-8~~ Dog Control Act 2000

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 27	Erect and maintain signs sufficient to identify any exercise area, training area, prohibited area or restricted area	

## No. ~~8-9~~ Monetary Penalties Enforcement ~~act~~ Act 2005

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s.17(2)	Approve or refuse an application for the withdrawal of an infringement notice or a variation of an infringement	

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

No	Statutory Ref	Function or Power	Conditions or Restrictions
		notice, and notify the applicant of the approval or refusal	
2	s. 18(1)	Refer an infringement notice served by it to the Director for enforcement	
<u>3</u>	s. 23	Withdraw an infringement notice served by Council	Advise the offender in writing and advise the Director MPES if the notice was referred to MPES
<u>4</u>	s. 28(1)	Receive application for variation of payment conditions	

## No. 9-10 Land Acquisition Act 1993

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 54	Powers of entry and examination	
2	s. 55	Immediate entry	
3	s. 56	Power to occupy adjacent land	

## No. 10-11 Environmental Management and Pollution Control Act

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 22 LGA	All of Council's powers and functions under the Environmental Management and Pollution Control Act 1994	Decision made upon recommendation of Environmental Health Officer
<u>2</u>	<u>s.25A (1D)(a)</u>	<u>Provide notice to the applicant of the determination</u>	<u>When functioning as the Planning Authority</u>
<u>3</u>	<u>s.27AC (5)</u>	<u>Notify the Board of the grant of the permit and provide to the Board a copy of the</u>	<u>When functioning as the Planning Authority</u>

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		<u>permit</u>	
<u>4</u>	<u>s.27AD</u>	<u>Application to the Board for approval to amend a planning permit</u>	<u>When functioning as the Planning Authority</u>
<u>5</u>	<u>s.44</u>	<u>Notify the Director, EPA of the issue of an emergency order and provide a copy of the order</u>	<u>When functioning as the Planning Authority</u>

## No. ~~11-12~~ Archives Act 1983

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 3(1)	Relevant Authority	Subject to compliance with provisions of the Archives Act 1983
2	s. 15	Approve or refuse access to restricted records	Subject to provisions of Archives Act and Freedom of Information Act 1991

## No. ~~12-13~~ Right to Information Act 2009

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	Functions and powers of Council as a public authority under the Right to Information Act 2009	

## No. ~~13-14~~ Strata Titles Act 1998

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 19	Application for amendment (strata scheme)	Upon recommendation from the Planning Officer
2	s. 23	Application for consolidation (strata scheme)	Upon recommendation from the Planning Officer

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

No	Statutory Ref	Functions or Power	Conditions or Restrictions
3	s. 27	Application for cancellation (strata Scheme)	Upon recommendation from the Planning Officer
4	s. 31	Application for grant of certificate of approval (strata scheme)	Upon recommendation from the Planning Officer
<u>5</u>	<u>s.36(1)</u>	<u>A developer can apply to Council for in principle approval for a staged development scheme</u>	
<u>6</u>	s. 37	Approval of scheme in principle (staged development scheme)	Upon recommendation from the Planning Officer
<u>7</u>	<u>s.41(2)</u>	<u>The Council may refuse to approve a particular stage of a staged development scheme in certain circumstances</u>	<u>Upon recommendation from the Planning Officer</u>
<u>8</u>	s. 42	Application for variation of scheme (staged development scheme)	Upon recommendation from the Planning Officer
<u>9</u>	s. 54	Approval of scheme (community development scheme)	Upon recommendation from the Planning Officer
<u>10</u>	<u>s.57(2)</u>	<u>The Council may refuse to approve a particular stage of a community development scheme in certain circumstances</u>	
<u>11</u>	s. 58	Application for variation of scheme (community development scheme)	Upon recommendation from the Planning Officer
<u>12</u>	<u>s. 61</u>	<u>Council (as an "interested person" under the Act) can apply for a mandatory injunction requiring the developer of a community development scheme to complete the scheme</u>	
<u>13</u>	<u>s. 65(a)</u>	<u>An owner proposing to sell</u>	



# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		<u>or dispose of land in a community development scheme must give notice to the Council</u>	
<u>14</u>	<u>s.65(b)(i)</u>	<u>A person who is to acquire title in a registered community development scheme must give a written undertaking to develop the land in accordance with the scheme to the Council</u>	

## No. 14-15 Building Act 2016

No	Statutory Ref	Functions or Power	Conditions or Restrictions
<u>1</u>	<u>s.27(3) &amp; (4)</u>	<u>Make information retained pursuant to s.27(2) available to the persons specified in s.27(3), and to provide a copy of that information upon payment of a fee.</u>	
<u>2</u>	<u>s.41(1)</u>	<u>Take steps to (a) ensure that the owners of property are informed of their duties under this Act –(i) in relation to any building work, plumbing work or demolition work; and (ii) in maintaining and using a building; and (b) make itself aware of – (i) building work, plumbing work or demolition work being performed in the</u>	

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		<p><u>municipal area; and (ii) the use and occupation of buildings in its municipal area; and (c) if applicable, ensure proceedings are instituted against any person or body failing to comply with this Act; and (d) enforce an order issued by a building surveyor, if appropriate to do so.</u></p>	
1	s. 265(3) & (4)	<p>Perform works where there has been failure to comply with an emergency, building or plumbing order, including the power to:(a) enter on the land where the work is to be done with the appropriate equipment; and</p> <p>(b) exclude other persons from the place where the work is being done; and</p> <p>(c) if anything is to be altered, determine the form of the alteration so far as it was not previously specified; and</p> <p>(d) if anything is to be taken down, demolished or removed, determine in what condition the remainder is to be left; and</p> <p>(e) carry away to some convenient place any</p>	Upon recommendation from the Permit Authority

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		materials removed; and  (f) sell any materials so carried away and deduct the proceeds from the cost of the work.	
2	s. 266	Take proceedings to obtain possession of a building or temporary structure if any occupier fails to allow any person to do work pursuant to s.265.	Upon recommendation from the Permit Authority

## **No. ~~15-16~~ Building Regulations 2016**

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	r. 43(1)	Provide written consent for works proposed pursuant to r.43(1)	Upon recommendation from the Plumbing Permit Authority
2	r. 43(3)	If not satisfied that a stormwater drainage system is sealed in accordance with the Act, enter the premises and perform any work necessary	Upon recommendation from the Plumbing Permit Authority
3	r. 43(5)(a)	Recover costs as a charge under the Local Government Act 1993	Upon recommendation from the Plumbing Permit Authority
4	r. 53	Assessment of land as having a reasonable probability of flooding	
5	r. 78(3)	Recover costs as a charge under the Local Government Act 1993	Upon recommendation from the Permit Authority

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

## **No. 16-17 Heavy Vehicle National Law (Tasmania) Act 2013**

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	<a href="#">s.118(1)(b)</a>	<a href="#">Granting consent for exemption on mass or dimension restriction</a>	
2	<a href="#">s.124(1)(b)</a>	<a href="#">Granting consent for exemption (permit) on mass or dimension restriction</a>	
3	<a href="#">s.145(1)(b)</a>	<a href="#">Granting consent for a class 2 heavy vehicle authorisation</a>	
4	<a href="#">s.156(2)</a>	<a href="#">Asking the Regulator for a longer period to decide whether to grant consent for a mass or dimension authority</a>	
5	<a href="#">s.156(6)</a>	<a href="#">Providing written statement explaining road manager's reasons not to give consent for a mass or dimension authority</a>	
6	<a href="#">s.158</a>	<a href="#">Deal with a request for consent and decide to give or not give consent for a mass or dimension authority</a>	
7	<a href="#">s.159(2)</a>	<a href="#">Notifying the Regulator that route assessment is required by the road manager in deciding whether to give consent and the fee payable</a>	
8	<a href="#">s.160(1)</a>	<a href="#">Specifying road condition(s) to which the</a>	

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		<u>granting of consent is subject</u>	
<u>9</u>	<u>s.160(2)</u>	<u>Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions</u>	
<u>10</u>	<u>s.161(1)</u>	<u>Specifying travel condition(s) to which the granting of consent is subject</u>	
<u>11</u>	<u>s.161(2)</u>	<u>Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions</u>	
<u>12</u>	<u>s.162(2)</u>	<u>Requesting specified vehicle condition(s) be imposed on the mass or dimension authority</u>	
<u>13</u>	<u>s.167(2)(b)</u>	<u>Giving notice to the Regulator of objection to the application of this section [which provides for expedited process for renewal of mass or dimension authority]</u>	
<u>14</u>	<u>s.169</u>	<u>Giving consent to the grant of a mass or dimension authority for a trial period or no more than 3 months</u>	
<u>15</u>	<u>s.170</u>	<u>Provide the Regulator with a written objection</u>	

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		<u>to a renewal of a mass or dimension authority</u>	
<u>16</u>	<u>s.174(2)</u>	<u>Asking the Regulator to amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles</u>	
<u>17</u>	<u>s.176</u>	<u>Provide consent to an amendment of a permit for a mass or dimension authority</u>	
<u>18</u>	<u>s.178(2)</u>	<u>Asking the Regulator amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles</u>	
<u>19</u>	<u>s.645</u>	<u>Decide a review of a reviewable decision under the Act</u>	

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

## No. ~~16-18~~ Miscellaneous Powers and Functions

No	Function or Power
1	To call for and accept quotations, tenders or auction the disposal of surplus or redundant plant, equipment of materials.
2	To approve the taking over by the Council of engineering works involved in the development of a subdivision subject to certification by the Council's Engineer that all the items, including maintenance, have been satisfactorily completed and "as constructed" drawings have been received.
3	To institute, defend, abandon, settle or compromise any proceedings before any tribunal for the recovery of debts due to the Council or for breaches of any By-laws or statutes affecting the Council, or to protect, recover or secure recompense for damage to or loss of any property of the Council.
4	To authorise and to institute proceedings for non-compliance with any order or notice lawfully made or given by or on behalf of the Council, and where such order or notice is not complied with, to authorise the carrying out of the necessary work where the Council has the power to do so.
5	To issue or publish or cause to be issued or published statements of fact relating to Council's activities or policies.
6	To seek legal advice and to complete affidavits on behalf of Council in accordance with Council policies.
7	To sign all contracts, leases and agreements on behalf of Council in accordance with Council policies.
8	To authorise the affixing of the Common Seal to any document, including final plans of survey complying with all relevant statutes.
9	To negotiate and approve leases of Council property where the annual rental is less than \$20 000 exclusive of GST.
10	<p>The authority to agree or object to the sale or lease by the Department of Primary Industry, Parks, Water and the Environment of Crown Land including the unmade portion of road reservations on the advice of Council's Director Infrastructure Services and Director Community &amp; Development Services and on condition that:</p> <ul style="list-style-type: none"><li>• The proposed sale or lease of a road reservation will not deny a fee simple frontage to a road to any land title.</li><li>• The portion of the road reservation being purchased is to be adhered to the adjoining title of the purchaser.</li><li>• Any land purchased that is a sub-minimum lot under Council's Planning Scheme is to be adhered to the adjoining title of the purchaser.</li></ul>

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

11	To control and supervise all contracts and to approve expenditure authorised thereunder in the relevant budget, including contingency provisions.
12	To approve the location of telephone cabinets, power sub-stations, bus shelters, seats, street furniture and other services installed or constructed by other public authorities or service organisations and to order the relocation or removal thereof in connection with approved works.
13	To authorise the carrying out by Council of private works for other parties.
14	To authorise the installation or any alteration to street lights in keeping with Council's budget estimates.
15	To authorise the joining in or the contribution by the Council, to the erection or repair of any fence between land of the Council and adjoining land in accordance with the Boundary Fences Act 1908 and in keeping with the Council budget estimates.
16	To determine the use of public roads for walk-a thons, charitable collections or other like events.
17	To authorise the closure of roads or parts thereof temporarily for repairs or construction.
18	To authorise the total or partial release of bonds, guarantees and security deposits where the relevant Manager has certified that the work or thing which the bond, guarantee or security deposit relates has been satisfied in whole or in part and to call on any bonds, guarantees or security deposits where the work secured has not been carried out in accordance with Council requirements.
19	To authorise the use of Council's plant and equipment in emergencies at the request of the State Emergency Services, Tasmania Police or the State Fire Authority.
20	To make payments and donations in keeping with Council policy.
21	To approve or disapprove, upon written application, requests to consume intoxicating liquor on Council reserves or premises.
22	To lend materials from Council stores stock in emergency circumstances as determined by the General Manager subject to the provision of a written acknowledgement of receipt of an undertaking to replace within a set time.
23	Subject to the provision of any Act to permit or refuse to permit the disposal of waste or rubbish at a Council tip, refuse disposal site or waste transfer station.
24	To approve conditionally or otherwise all temporary signs and hoardings.
25	Authority to appoint "Authorised Officers" or "Council Officers" where such are required to be appointed under the Local Government Act 1993 or any other Act and to issue "Certificates of Authority" to those officers where required.



# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)  
Resolution of Council Numbered XXXX

## DELEGATION TO GENERAL MANAGER

(Section 6 of the Land Use Planning Approvals Act 1993)

### TABLE OF POWERS AND FUNCTIONS DELEGATED

#### **No. 19. Land Use Planning and Approvals Act**

<b>No</b>	<b>Statutory Ref</b>	<b>Functions or Power</b>	<b>Conditions or Restrictions</b>
	Part 3	Planning Schemes	
1	Part 3 Generally	<p>As a consequence of any decision by the Council to initiate preparation of a planning scheme or a planning scheme amendment or to provide its views and opinions on any representation received on a draft planning scheme or draft amendment:</p> <ul style="list-style-type: none"> <li>i) authority to give such advice, consultation, referral or notification as required under this Part;</li> <li>ii) authority to initiate public notification of a draft scheme or draft amendment;</li> <li>iii) authority to submit a draft scheme or a draft amendment for approval if no representations are received during the exhibition period;</li> <li>iv) authority to modify a draft planning scheme or draft amendment if only to correct any error, remove an anomaly, clarify or simplify a provision, remove any inconsistency with other regulation, make procedural changes or to bring the planning scheme into</li> </ul>	

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

		<p>conformity with a mandatory planning instruction;</p> <p>v) represent the Council and to give evidence and make submissions before any hearing conducted by the Tasmanian Planning Commission.</p>	
2	<p>Part 3A Generally</p> <p>Local Provisions Schedule</p>	<p>In accordance with a decision of the planning authority (or a requirement of the Minister) to:</p> <ol style="list-style-type: none"> <li>a. prepare a draft LPS under s35;</li> <li>b. indicate its views and opinions in relation to each representation received on a draft LPS;</li> <li>c. indicate its satisfaction that a draft LPS meets the criteria in s34;</li> <li>d. make recommendations in relation to how a draft LPS should be determined in accordance with s35F; and</li> <li>e. conduct and respond on a review of the LPS</li> </ol>	
3	<p>Part 3B Generally</p> <p>Amendment of Local Provisions Schedule</p>	<p>In accordance with a decision of the planning authority in relation to:</p> <ol style="list-style-type: none"> <li>a. preparation of a draft amendment to the LPS under s38 or 40D;</li> <li>b. preparation of a draft amendment under s38 and a draft permit under s40Y; and</li> </ol>	

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

		<p>c. its views and opinions in relation to each representation received on a draft LPS and on any draft permit;</p> <p>d. its satisfaction that the draft LPS meets the criteria in s34; and</p> <p>e. recommendations in relation to how the draft LPS should be determined in accordance with s35F;</p>	
	Part 4	Enforcement of Planning Control	
3	Part 4 Generally	<p>Authority to require the making of a permit application and to undertake actions and proceedings in pursuance of the Council's obligations as a planning authority to observe and enforce compliance of a planning scheme; including –</p> <p>i) to give such advice, consultation, referral or notification as required under this Part;</p> <p>ii) to represent the Council and to give evidence before the Resource Management and Planning Appeal Tribunal in respect of any appeal against a decision on a planning permit;</p> <p>iii) to initiate legal proceedings for any use of land, development or act if:-</p> <ul style="list-style-type: none"> <li>- contrary to a State Policy, planning scheme or special planning scheme;</li> <li>- an obstruction of a planning scheme or special planning scheme;</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>- a breach of a condition or restriction of a planning permit.</li> </ul>	
4	s. 35C	Notice of exhibition of Draft LPS	

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

5	s. 35G	Planning Authority may notify Minister as to whether amendment of SPPPs is required	
6	s. 35M	Notice of approval of Local Provisions Schedules	
7	s. 40G	Amendment of LPS – Notice of Exhibition	
8	s. 40U	Combined permit and amendment Process – Additional Information	
7	s. 43(6)	Notify persons of amendment to permit	
8	s. 43(7)	Notify EPA of amendment to permit	
9	s. 43(9)	Notify Commission of amendment to permit	
10	s. 43(10)	Notify Heritage Council of amendment to permit	
11	s. 48A	Notice to remove signs	
12	s. 51	Permits	For permitted uses – upon recommendation from Planning Officer
12	s. 53(5A)	Granting period to substantially commence	
13	s. 54	Additional information	
14	S. 55	Corrections of mistakes in planning permit	Upon recommendation from the Planning Officer. Inclusive of Council decisions where the permit amendment does not alter the intent or nature of Council's decision.
15	S. 56	Minor amendments to permits	Upon recommendation from the Planning Officer. Inclusive of Council decisions where the permit amendment does not alter the intent or nature of Council's decision.
16	S. 57(2)	Application for discretionary permit. To refuse a permit.	Only where such application cannot lawfully be approved.
17	s. 57(3)	Notify application for discretionary permit	
18	S. 57(5)	Application for discretionary permit.	

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

		To extend time for receipt of representations.	
19	S. 57(6)	Application for discretionary permit. To grant a permit	Only in cases where <b>no</b> representations have been received objecting to the proposal and upon the recommendation of the Planning Officer or where time for a decision will expire and so create a deemed approval and the applicant has refused an extension of time.
20	S. 57(6A)	Application for discretionary permit. To extend time for making a decision.	Upon agreement in writing with the applicant.
21	S. 57A	Mediation	
22	S. 58	Approval of application for other permits (permitted) including extension of time.	Upon recommendation from the Planning Officer.
23	S. 59(3)	Deemed approval hearing. To negotiate, compromise, agree etc. During a hearing on a deemed approval.	
24	s. 59(7)	Determine an application for a permit if the statutory time has elapsed	Upon recommendation from the Planning Officer.
25	s. 60P (4)	Provide information if requested by Tasmanian Planning Commission	
26	s. 60Q(5)	Notification and exhibition of project	
27	s. 60ZD	Issue of planning compliance certificates	
28	s. 60ZE(3)	Grant and extension of planning compliance certificate	
29	s. 60ZF	Cancellation of planning compliance certificates	
30	S. 61	Planning appeals To negotiate, compromise, agree etc. During the hearing of an appeal.	
31	S. 64	Commencement and conduct of civil enforcement proceedings	Council is to be advised in next briefing report.

# DELEGATION TO GENERAL MANAGER

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

32	S. 65	Appeal to the Supreme Court in respect to a decision of the Appeals Tribunal under section 64.	Only if the matter is unable to be brought before Council within the time required for lodgement of an appeal and on the advice of the Planning Officer. Council is to be advised at the next ordinary meeting.
33	S. 67	Notice of withdrawal of modification of planning scheme.	
34	S. 71	Planning authority may enter into agreements.	Upon recommendation from the Planning Officer.
35	S. 73	Security for payment.	<p>Bonds and Guarantees</p> <p>To authorise the partial or total release of bonds, guarantees and security deposits held pursuant to section 71 of the Act upon certification from the relevant manager and in the case of engineering works certification from Council's Engineer that the work or things to which the bond, guarantee or security deposit relates has been to the Council requirements satisfied in whole or in part.</p> <p>To call on any bonds, guarantees or security deposits to carry out work that has not been completed to the Council requirements upon the certification of the Council's Engineer.</p>

## **GOV 3 SUBMISSION TO SENATE COMMUNITY AFFAIRS REFERENCES COMMITTEE (ACCESSIBILITY AND QUALITY OF MENTAL HEALTH SERVICES IN RURAL AND REMOTE AUSTRALIA)**

### **1) Introduction**

The purpose of this report is for Council to endorse the submission made to Senate Community Affairs References Committee (Accessibility and Quality of Mental Health Services in Rural and Remote Australia)

### **2) Background**

Cr Richardson put the following notice of motion to the Ordinary Council Meeting September 2018:

***It is recommended that Council, in conjunction with relevant parties associated with health in Meander Valley, make a submission to the Senate Community Affairs References Committee (Regional Mental Health Services) and that the submission be prepared, consistent with previous Council submissions following the loss of three Meander Valley Health Workers (including a mental health worker).***

The motion was supported and Council Officers organised a meeting with representatives of local health service providers.

A submission has been prepared, signed by the Councillors and submitted to the Senate Community Affairs References Committee.

A copy of the submission is attached to this report.

### **3) Strategic/Annual Plan Conformance**

Further the objectives of the Council's Community Strategic Plan 2014 to 2024:

- Future Direction (3): Vibrant and engaged communities
- Future Direction (4): A healthy and safe community
- Future Direction (5): Innovative leadership and community governance

#### **4) Policy Implications**

Not applicable.

#### **5) Statutory Requirements**

Not applicable.

#### **6) Risk Management**

Not applicable.

#### **7) Consultation with State Government and other Authorities**

Not applicable

#### **8) Community Consultation**

Not applicable.

#### **9) Financial Impact**

Not applicable.

#### **10) Alternative Options**

Council can elect not to endorse the submission

#### **11) Officers Comments**

The Council submission follows up and reinforces the advocacy work Council has undertaken following the loss of three full time positions at the Westbury Health Centre that provided services for youth, mental health and social work practices.

The key point made in the submission is that the experience in Meander Valley indicates that a lack of access to local integrated, preventative and on-going mental health support has a significant impact on the well-being of remote and rural communities.

**AUTHOR:** Martin Gill  
GENERAL MANAGER



## 12) Recommendation

*It is recommended that Council endorse the submission made to Senate Community Affairs References Committee (Accessibility and Quality of Mental Health Services in Rural and Remote Australia).*

### **DECISION:**

25 September 2018

Our reference: S04-05-004

Committee Secretariat  
Senate Community Affairs References Committee  
PO Box 6100  
Parliament House  
Canberra ACT 2600

TO WHOM IT MAY CONCERN,

**ACCESSIBILITY AND QUALITY OF MENTAL HEALTH SERVICES  
IN RURAL AND REMOTE AUSTRALIA**

I write on behalf of Council to register its convictions regarding the above. These are based on our current experience of an escalating suicide rate and significant mental health issues arising from a withdrawal of community-based services.

Over the last twelve years, Commonwealth funding through the Rural Primary Health Services Program (RPHSP) enabled the development of an innovative range of youth, mental health and social work practices in Meander Valley. These programs built social participation and connectivity and lasting health outcomes. They were demonstrably responsive, collaborative and cost-effective.

In December 2016, the RPHSP funding was withdrawn and a new health model introduced that focused on chronic needs (rather than prevention) and related solely to case management. The net result for Meander Valley has been a loss of three full-time positions and the sacrifice of a health provision that sustained 25-30 valued programs each year. These served many hundreds of vulnerable residents and inspired the commitment of partner organisations and community volunteers. This essential and stable network of service has simply been abandoned.

For further details see the enclosed:

'Restoring Rural Primary Health Services – May 2017'

*(A request to Hon. Greg Hunt MP, Federal Minister for Health)*

Advice from reliable sources is that since the loss of the Meander Valley Health Workers there have been:

- Eleven suicides
- At least two incarcerations of clients who were previously being (successfully) supported by the mental health worker/social worker
- Many examples of deteriorating behaviour amongst previously settled clients
- Loss of contact with vulnerable residents

With this in mind, the key point to be made to the Senate Committee is that the experience in Meander Valley indicates that a lack of access to local, integrated, preventative and ongoing mental health support has a grave impact on the well-being of communities.

#### **OBSERVATIONS:**

1. There is a tendency to focus on medical and clinical models in the management of mental illness. Whilst this approach has its place, there are other interventions that have high levels of efficacy. Common anxiety and depression can often debilitate and lead to more major mental illness within a few years without early and ongoing intervention. Consequently, any approach to wellness promotion should be multifaceted and incorporate broad population-based approaches as well as targeted group and individual strategies.
2. Strategies across population groups represent good value for money as they simultaneously address many illnesses and can improve the health and wellbeing of the entire community. They also don't isolate an individual or group which is important in relation to mental illness which can be very stigmatising. Attending a weekly walking for health group will be far more appealing to a client affected by mental illness than being advised to attend a coping with mental illness group. Broad-based groups can also help educate whole communities regarding needs and issues for differing individuals which has additional benefits. For example, the client suffering from anxiety may walk with the person with severe arthritis and they can both gain insight into each other's illnesses and their management.
3. Clients with mental illness are also frequently affected by drug and alcohol and have co-morbidities which further endorses a multi-faceted approach which addresses a range of health issues with one intervention.
4. Similarly, population-based approaches need to consider all stages of the lifespan and include appropriate age-related activities. Given that half of lifetime mental illness is commenced prior

to the age of 14 years, it is important to have a strong emphasis on the early years and adolescence as there are very strong returns for efforts invested in this area. A healthy start in life greatly enhances a child's functioning in schools, with peers, in later intimate relations, and with broader connections with society, leading to improved health and wellbeing across the lifespan. The recent advent of Internet game addiction and excessive phone use has been shown to have a negative impact on mental health status which further reinforces the need for appropriate interventions with school-age children.

5. A focus on parents and families is also important as significant research indicates that positive parenting impacts strongly on the mental health of both parents and their children. Parenting is an area frequently cited as being very stressful and challenging yet in rural areas there are very few parenting support options.
6. There are also significant mental health gains to be made with older age groups. A moderate level of physical activity and exercise is related to a reduction in anxiety and depression in adults over the age of 60 years and improved cognitive functioning and quality of life.
7. There are a huge range of population-based programs and options. The most suitable should relate to local needs, available resources and capacity and include a range of physical, emotional, and socially-focussed programs.
8. In conjunction with the above approaches, there is a need to promote self-management and personal skills among individuals affected by mental illness. This can be achieved through targeted groups addressing specific issues such as depression, anxiety, stress, or grief. These types of programs have been shown to significantly reduce mental illness symptoms and improve management.
9. People with diagnosed mental illnesses and uncontrolled symptoms need individualised treatment interventions and ongoing support. It is inappropriate for these clients to participate in group sessions while they are acutely unwell. Although the proportion of clients in this cohort is small (around 5%), ensuring they have access to appropriate professional care is an important part of community mental health service delivery.
10. Psychiatric services are often overlooked due to difficulty in accessing specialists. Yet clients with severe and ongoing mental illness require regular psychiatric review for effective management of their condition. While there is an increasing trend towards phone and app-based resources, rural communities require locally-based staff with integrated and ongoing service provision. Too often in rural areas, positions are single person and these staff operate in

considerable isolation. Integration with other local service providers and appropriate professional development and support are critical aspects for long-term effectiveness.

In summary, a whole-of-community approach to mental illness and mental wellness should include the following elements:

- Population-based activities in home, school, workplace, and community settings including an emphasis on physical activities, nutrition and diet, positive parenting, and social connectedness
- Targeted group activities focussed on the management of high incidence conditions such as stress, anxiety, and depression
- Locally based individual counselling, therapy, and treatment options

These activities should involve a range of health practitioners and community workers who are locally-based and largely unchanging. Clients affected by mental illness often have long-term issues and familiarity and consistency of approach are important factors in their treatment - and avoid the client having to repeat their stories on multiple occasions.

Currently in the Meander Valley, there are no mental health nurses or workers, no youth workers, very minimal part-time access to a psychologist and just one social worker who community members are reluctant to contact as they know it is very hard to obtain an appointment or significant ongoing support. This situation has left the main point of support as local GPs who lack the capacity to provide ongoing programs and counselling to patients and tend to rely on medication as a main management option. This situation is exacerbated by the fact that those affected by mental illness often lack the insight to seek help and will not make an appointment to see a GP. Consequently, it is vitally important to have multiple access points to promote contact and informal referral.

Meander Valley can be regarded as a legitimate mental health case study in itself. It had services and staff in place which provided a broad range of activities and interventions and impacted positively on community morale across all ages. Removal of these services has resulted in a rapid deterioration in its mental health status as evidenced by a spiralling suicide rate.

Meander Valley Council and its communities sincerely hope that this Senate Mental Health Enquiry results in a return of necessary resources and programs to our area, on a long-term basis, before further tragic consequences ensue.

Thank you for the opportunity to register our concerns.

Yours sincerely,

Mayor Craig Perkins

Deputy Mayor Mick Kelly

Cr Andrew Connor

Cr Tanya King

Cr Ian Mackenzie

Cr Bob Richardson

Cr Rodney Synfield

Cr John Temple

Cr Deborah White



Handwritten signatures of council members, each on a dotted line. The signatures are: Mayor Craig Perkins, Deputy Mayor Mick Kelly, Cr Andrew Connor, Cr Tanya King, Cr Ian Mackenzie, Cr Bob Richardson, Cr Rodney Synfield, Cr John Temple, and Cr Deborah White.

Enclosure: Restoring Rural Primary Health Services– May 2017

## **GOV 4 2018-2019 ANNUAL PLAN – QUARTERLY REVIEW – SEPTEMBER 2018**

### **1) Introduction**

The purpose of this report is for Council to consider the September quarterly review of the Annual Plan.

### **2) Background**

Section 71 of the Local Government Act 1993 requires Council to prepare an Annual Plan. This plan provides details of the works and programs to be undertaken by Council and is the organisation's commitment to both Councillors and the community that these works and programs will be delivered.

### **3) Strategic/Annual Plan Conformance**

This performance report relates directly to the achievement of the Annual Plan.

### **4) Policy Implications**

Not applicable.

### **5) Statutory Requirements**

It is a requirement of the Local Government Act 1993 that Council prepares and approves an Annual Plan.

### **6) Risk Management**

Not applicable.

### **7) Consultation with State Government and other Authorities**

There is no requirement to consult with the Tasmanian Government when preparing this quarterly review.

## 8) Community Consultation

There is no requirement to consult with the community when preparing this review.

## 9) Financial Impact

Not applicable.

## 10) Alternative Options

Not applicable.

## 11) Officers Comments

In the September quarter there were 90 targets.

Of these targets – 78 were achieved, 10 in progress and 2 deferred.

**Program 3.4**                      **Parks and Recreation**  
**Activity 3.4.2**                    **Complete the Strategic Plan for Council's Play Space areas for Hadspen and Prospect Vale**  
**Target:**                            Community consultation  
**Comment:**                        Capital Works project workload and priority has impacted the ability to deliver this item.

**Program 3.4**                      **Parks and Recreation**  
**Activity 3.4.4**                    **Provide support to the Townscape Reserves and Parks Special Committee**  
**Target:**                            Conduct meeting and report on outcomes.  
**Comment:**                        The unavailability of two key council staff to manage the use of IT resources and research agenda for this particular meeting required the meeting to be cancelled.

**AUTHOR:** Martin Gill  
GENERAL MANAGER

## 12) Recommendation

***It is recommended that Council receive and note the Annual Plan review for the September 2018 quarter as attached.***



**DECISION:**

# Meander Valley Council

Annual Plan 2018-2019



Meander Valley Council  
WORKING TOGETHER



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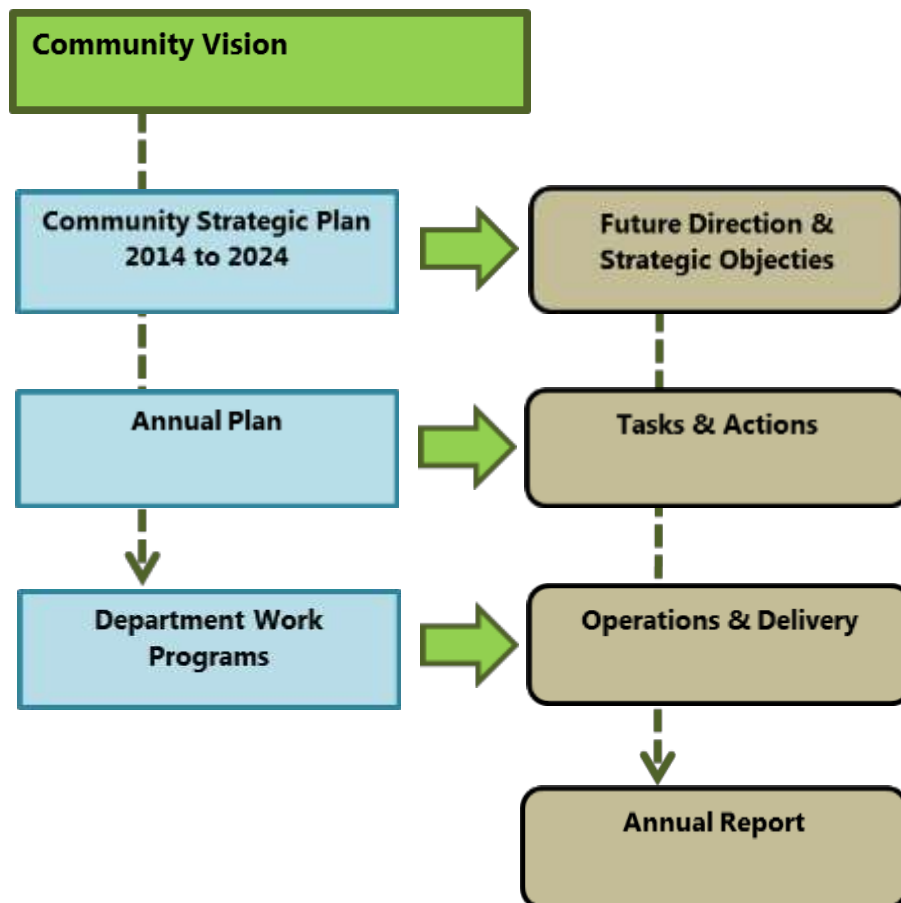
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**ANNUAL PLAN OVERVIEW**

The Annual Plan outlines the programs and services Council intends to deliver throughout the financial year. Preparation of the Annual Plan is informed by the strategic objectives of the Meander Valley Community Strategic Plan 2014 to 2024, the activities required to undertake the day-to-day operations and the management of regulatory responsibilities.

**Link to Community Strategic Plan 2014 to 2024**

The Community Strategic Plan 2014 to 2024 outlines the vision of the community. Council works to implement the vision through six future direction statements that are aligned with key strategic outcomes. These strategic outcomes guide the development of projects and programs. The diagram below depicts the current strategic planning framework of Meander Valley Council:



The coming year will see Council deliver the following projects –

- Upgrade of the Westbury Recreation Ground Change Rooms
- Implementation of Waste Management Strategy Action Plan
- Local Provision Schedules for inclusion in the new Tasmanian Planning Scheme
- Development of Stormwater System Management Plans
- Upgrade of Railton Road
- Construction of new netball courts in Deloraine

**An extensive Capital Works Program, valued at \$8.2 million, will be delivered. The value of the works approved is in line with the projections in the Long Term Financial Plan, with \$2.3 million of this figure being allocated to building new and upgraded infrastructure.**

**BUDGET ESTIMATES**

	<b>2018-2019</b>	<b>2017-2018</b>
<b>Revenue:</b>		
Rate Revenue	12,465,800	11,890,600
Fees and User Charges	1,228,300	1,126,500
Contributions and Donations	46,500	120,000
Interest	785,400	751,000
Grants and Subsidies	4,602,400	4,638,000
Other Revenue	736,500	1,023,300
<b>Total Operating Revenue:</b>	<b>19,864,900</b>	<b>19,549,400</b>
<b>Operating Expenditure:</b>		
Employee Costs	6,658,000	6,434,300
Maintenance and Working Expenses	6,410,700	6,482,200
Borrowing Costs	236,500	241,300
Depreciation	5,135,500	5,052,000
Payments to Government Authorities	1,192,000	1,136,200
Other Payments	274,700	250,200
<b>Total Operating Expenditure:</b>	<b>19,907,400</b>	<b>19,596,200</b>
<b>Underlying Surplus/(Deficit)</b>	<b>204,400</b>	<b>83,400</b>
<b>Net Operating Surplus/(Deficit)including capital and abnormal items</b>	<b>2,862,100</b>	<b>4,117,900</b>
<b>Capital Expenditure</b>	<b>13,753,100</b>	<b>13,517,700</b>
<b>Repayment of Loans:</b>		
<b>Asset Sales:</b>	<b>216,000</b>	<b>0</b>
<b>Closing Cash Balance:</b>	<b>15,899,100</b>	<b>11,904,100</b>
<b>Net assets:</b>	<b>290,532,357</b>	<b>287,670,257</b>

## RATES AND CHARGES

The following rates and charges will apply for 2018-2019:

<b>General rate:</b>	All rateable properties are applied a General Rate of 5.906 cents in the \$ of AAV with a minimum charge of \$135.
<b>Waste Management:</b>	For properties without a kerbside collection service the charge is \$52. For each separate service where kerbside garbage and/or green-waste and recycling collection is provided the charge is \$180 for the standard collection of one 80L mobile garbage bin and one mobile recycling bin or \$206 for the extra capacity collection of one 140L mobile garbage bin and one mobile recycling bin or \$360 for one 240L mobile garbage and one mobile recycling bin.
<b>Fire Levies:</b>	<p>All properties within the municipal area are rated based on the income requirements of the State Fire Commission.</p> <p>Properties within the Launceston Permanent Brigade District are applied a rate of 1.3646 cents in the \$ of AAV with a minimum of \$40.</p> <p>Properties within the Volunteer Brigade Districts are applied a rate of 0.3962 cents in the \$ of AAV with a minimum of \$40.</p> <p>All other properties are applied a rate of 0.3649 cents in the \$ of AAV with a minimum of \$40.</p>
<b>Payment Method:</b>	Ratepayers are provided with the option of paying their rates in full, with no discount for early payment, or paying their rates in four approximately equal instalments due on 31 August 2018, 31 October 2018, 31 January 2019 and 29 March 2019.
<b>Penalties for late payment:</b>	Any late payment of rates and charges will be subject to daily interest at a rate equivalent to 8.81% per annum (2.4137c per \$100 per day).

Council's Rating Policy No 77 is available on the website [www.meander.tas.gov.au](http://www.meander.tas.gov.au)

## POLICY REVIEW

POLICY FOR REVIEW	28 June Audit Panel	30 Sept. Council	30 Sept. Audit Panel	31 Dec. Council	31 Dec. Audit Panel	31 March Council	31 March Audit Panel	30 June Council
<b>Governance:</b>								
Policy 1: Risk Management								
<b>Corporate Services:</b>								
Policy 68: Writing Off Debts								
<b>Infrastructure Services:</b>	Nil							
<b>Community and Development Services:</b>								
Policy 34: Real Estate Advertising Signs								
Policy 73 Managing Public Appeals								
Policy 89: Mobile Food Vans								
<b>Works:</b>	Nil							



## DOCUMENT REVIEW

<b>OPERATION Document Reviews</b>	<b>By 30 September</b>	<b>By 31 December</b>	<b>By 31 March</b>	<b>By 30 June</b>
<b>Governance:</b>				
Style Manual				
Delegations				
Special Committees of Council				
Public Interest Disclosures				
Economic Development Strategy				
Business Continuity Plan				
Code of Conduct (with 12 months of ordinary election)				
External WH&S Audit				
<b>Corporate Services</b>				
Financial Management Strategy				
<b>Infrastructure Services:</b>				
Code of Tendering and Contracts				

<b>Community and Development Services:</b>				
Meander Valley Community Safety Plan				
Sport & Recreation Action Plan 2012-2015				
<b>Works:</b>	<b>Nil</b>			

## PROGRAM ACTIVITY

### Governance

Directorate	<b>1. Governance</b>	Program number and title	<b>1.1 Secretarial and Administrative support</b>
Program Objective	To undertake functions to ensure compliance with legislative requirements		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (3) - Vibrant and Engaged communities</b>  <i>3.2 Successful local events enhance community life.</i></p> <p><b>Future Direction (5) - Innovative Leadership and Community Governance</b>  <i>5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan</i>  <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i></p>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Deliver Annual Plan Responsible Officer: Executive Assistant	5.1	Prepare quarterly review <b>Achieved</b>	Prepare quarterly review	Prepare quarterly review	Prepare quarterly review. Prepare 2018/19 Annual Plan
2	Prepare Annual Report & Conduct Annual General Meeting (AGM) Responsible Officer: Executive Assistant	5.6	Complete draft for printing <b>In Progress</b>	Complete report and present at AGM. Advertise and conduct AGM		
3	Policy Review & Operations Document Review Responsibility – Executive Assistant Responsible Officer: Executive Assistant	5.1	Review as per schedule <b>Achieved</b>	Review as per schedule	Review as per schedule	Review as per schedule
4	Conduct Australia Day (AD) event Responsibility – Executive Assistant Responsible Officer: Executive Assistance	3.2	Review AD criteria. Call for nominations <b>Achieved</b>	Assess nominations. Plan civic function	Conduct a civic function on AD	

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5	Review the Community Strategic Plan 2014 to 2024 Responsible Officer: General Manager			Undertake review	Update	
6	Prepare and implement Induction Program for new Council Responsible Officer: General Manager	5.4	Prepare program <b>Achieved</b>	Implement Program		

### Action performance targets

No.	Performance target
2	AGM held and Annual Report adopted by Council
4	AD Event Conducted
5	Community Strategic Plan reviewed and updated if required

Directorate	<b>1. Governance</b>	Program number and title	<b>1.2 Risk Management</b>
Program Objective	Minimise risk to our people and the public		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (5) - Innovative leadership and community governance</b> <i>5.4 Meander Valley Councilors and employees have the knowledge, skills and attitude to responsibly undertake community governance and operational responsibilities.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Implement Risk Management Framework Responsible Officer: General Manager	5.6	Review the framework <b>Achieved</b>	Action the framework	Action the framework	Action the framework
2	Implement the Internal Audit Program Responsible Officer: Risk & Safety Officer	5.4	Review of Audit outcomes <b>Achieved</b>		Review of Audit outcomes	

#### Action performance targets

No.	Performance target
1	Review Completed and Update endorsed by Audit Panel
2	Audit Recommendations implemented

Directorate	<b>1. Governance</b>	Program number and title	<b>1.3 Employee Health and Safety Management</b>
Program Objective	To provide a safe place of work for our people and to measure and monitor our employer obligations.		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (5)- Innovative leadership and community governance</b> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Health and Safety Committee Responsible Officer: Health & Safety Officer	5.6	Conduct quarterly meeting <b>Achieved</b>	Conduct quarterly meeting	Conduct quarterly meeting	Conduct quarterly meeting
3	Deliver a Health and Wellbeing Program Responsible Officer: General Manager	5.6	Conduct quarterly meeting and implement programs <b>In Progress</b>	Conduct quarterly meeting and implement programs	Conduct quarterly meeting and implement programs	Conduct quarterly meeting and implement programs
6	Workplace Consultative Committee operation Responsible Officer: General Manager	5.6	Conduct quarterly meeting <b>Achieved</b>	Conduct quarterly meeting	Conduct quarterly meeting	Conduct quarterly meeting

### Action performance targets

No.	Performance target
1	Conduct meetings
2	N/A
3	Respond to suggestions with 14 days of meetings

Directorate	<b>1. Governance</b>	Program number and title	<b>1.4 Other Governance Functions</b>
Program Objective	To provide good governance		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future direction (2) - A thriving local economy</b></p> <p>2.1 The strengths of Meander Valley attract investment and provide opportunities for employment.</p> <p>2.2 Economic development in Meander Valley is planned, maximising existing assets and investment in infrastructure</p> <p>2.3 People are attracted to live in the townships, rural and urban areas of Meander Valley.</p> <p><b>Future Direction (5) - Innovative leadership and community governance</b></p> <p>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Participation in Northern Tasmania Development Corporation Ltd (NTDC) Responsible Officer: General Manager	2.1	Attend NTDC Local Government Committee Meeting <b>Achieved</b>	Attend NTDC Local Government Committee Meeting	Attend NTDC Local Government Committee Meeting	Attend NTDC Local Government Committee Meeting
2	Participate in Resource Sharing Implementation project with other Councils in the northern region Responsible Officer: General Manager	5.6		Prepare Implementation Plan		Prepare Project Plans
3	Promote investment in Meander Valley to support the growth of identified industry sectors Responsible Officer: General Manager	2.2	Identify opportunities and report on progress <b>Achieved</b>	Identify opportunities and report on progress	Identify opportunities and report on progress	Identify opportunities and report on progress
4	Continue to implement actions contained in the Communication Action Plan Responsible Officer: Communications Officer	2.3	Review progress and reset priorities <b>Achieved</b>	Report on progress via the Briefing Reports	Report on progress via the Briefing Reports	Report on progress via the Briefing Reports

#### Action performance targets

No.	Performance target
2	Complete Review and implement changes
4	Report on new development opportunities where commercial in confidence arrangements allow
5	Complete work plan for 2018 – 2019 FY.

## Corporate Services

Directorate	<b>2. Corporate Services</b>	Program number and title	<b>2.1 Financial Services</b>
Program Objective	Responsibly manage the Council's core financial activities		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (5) - Innovative leadership and community governance</b> <i>5.2 Long term financial planning and asset management underpins the ongoing viability of Meander Valley</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Raise Rates and Sundry Debtor accounts Responsible Officer: Director Corporate Services	5.2	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target
2	Fresh Municipal Valuation	5.2			Commence preliminary valuation data analysis	Property valuation database updated
3	Complete State Authority returns Responsible Officer: Rates Officer	5.6	Initial State Fire and Treasury pensioner claims and Annual State Fire Levy data return <b>Achieved</b>			Final State Fire and Treasury pensioner claims
4	Issue Section 132 certificates (Property Rates) Responsible Officer: Rates Officer	5.6	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target
5	Arrange annual insurance renewals Responsible Officer: Finance Officer & Director Corporate Services	5.6		Crime Insurance (Fidelity Guarantee renewal)	Directors and Officers and Employment Practices renewal	Annual renewals as per schedule incl. Public Liability and PI, ISR, Workers Comp. and MV



6	Reconciliation of Control Accounts Responsible Officer: Senior Accountant	5.2	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target
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**Action performance targets**

No.	Performance target
1	<ul style="list-style-type: none"> <li>▪ Issue Rates notices before 31st August 2018</li> <li>▪ Issue Sundry Debtor notices within 10 working days of receipt of request</li> </ul>
4	<ul style="list-style-type: none"> <li>▪ Issue 98% of Section 132 Certificates within 3 working days of entry of request</li> </ul>
6	<ul style="list-style-type: none"> <li>▪ Reconcile rates, sundry debtor and creditors control accounts within 10 working days of the month end</li> <li>▪ Reconcile Payroll within 5 working days of processing.</li> </ul>

Directorate	<b>2. Corporate Services</b>	Program number and title	<b>2.2 Financial Management &amp; Reporting</b>
Program Objective	To comply with statutory requirements for Local Government Finance, State and Federal Taxation and to provide meaningful reports for internal financial management		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (5) - Innovative leadership and community governance</b></p> <p><i>5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan.</i></p> <p><i>5.2 Long term financial planning and asset management underpins the ongoing viability of Meander Valley</i></p> <p><i>5.3 Evidence based decision-making engages the community and is honest, open and transparent.</i></p> <p><i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review and present the Long Term Financial Plan (LTFP) to Council Responsible Officer: Senior Accountant	5.2				Review and present the LTFP to Council
2	Coordinate the development and adoption of Budget and Rating recommendations with statutory timeframes Responsible Officer: Director Corporate Services	5.2			Determine budget update program	Present budget, fees and charges to Council in June
3	Annual external reporting Responsible Officer: Senior Accountant	5.6	Produce Statutory Accounts and complete KPI consolidated data sheets <b>Achieved</b>			Prepare end of year timetable for Statutory Accounts and Audit
4	Issue BAS, FBT and Payroll Tax returns within legislative timeframes Responsible Officer: Senior Accountant	5.6	Submit BAS and Payroll Tax returns on time <b>Achieved</b>	Submit BAS and Payroll Tax returns on time	Submit BAS and Payroll Tax returns on time	Submit BAS and Payroll Tax returns on time
5	Provide internal financial management reports on a timely basis for decision making Responsible Officer: Senior Accountant	5.3	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target

6	Monitor Council's short-term expenditure commitments and invest funds in accordance with Council's Investment policy Responsible Officer: Senior Accountant	5.2	Review cash flow weekly to determine funds for investment <b>Achieved</b>	Review cash flow weekly to determine funds for investment	Review cash flow weekly to determine funds for investment	Review cash flow weekly to determine funds for investment
7	Co-ordinate functions of the Audit Panel Responsible Officer: Director Corporate Services	5.6	Conduct meeting as per Audit Schedule <b>Achieved</b>	Conduct meeting as per Audit Schedule	Conduct meeting as per Audit Schedule	Conduct meeting as per Audit Schedule

### Action performance targets

No.	Performance target
5	<ul style="list-style-type: none"> <li>▪ Produce and distribute ongoing project expenditure reports</li> <li>▪ Produce and distribute monthly operating statements within 10 working days of end of month</li> <li>▪ Submit September, December and March quarterly financial reports to Council in Oct 2018, Jan 2019 and April 2019 respectively</li> </ul>

Directorate	<b>2. Corporate Services</b>	Program number and title	<b>2.3 Information Technology</b>
Program Objective	Provide reliable and effective information technology services for the organisation		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (5)- Innovative leadership and community governance</b> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Maintenance and upgrade of IT infrastructure Responsible Officer: IT Officer	5.6	Commence rolling replacement of PC's <b>Achieved</b>	Complete rolling replacement of PC's.		
2	Implement Windows 10 Software to users Responsible Officer: IT Officer	5.6	Complete staged rollout of Windows 10 to all users <b>Achieved</b>			

### Action performance targets

N/A

Directorate	<b>2. Corporate Services</b>	Program number and title	<b>2.4 Information Management</b>
Program Objective	Effectively manage and maintain Council's information resource		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (5) Innovative leadership and community governance</b> <i>5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Maintenance of Council's cemetery records in accordance with the Cemeteries Act Responsible Officers: Customer Service Officer & Information Management Officer	5.6	Maintain records in accordance with legislation <b>Achieved</b>	Maintain records in accordance with legislation	Maintain records in accordance with legislation	Maintain records in accordance with legislation
2	Annual Archive Disposal Responsible Officer: Information Management Officer	5.6	Arrange for removal of documents due for disposal <b>Achieved</b>			List documents due for disposal

### Action performance targets

N/A

Directorate	<b>2. Corporate Services</b>	Program number and title	<b>2.5 Human Resources</b>
Program Objective	Effectively manage and support Council's human resources		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (5)- Innovative leadership and community governance</b> <i>5.4 Meander Valley Councillors and employees have the knowledge, skills and attitude to responsibly undertake community governance and operational responsibilities.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review 2016 Enterprise Agreement Responsible Officer: HR/Payroll Officer	5.6	Review increases and apply across new scale and allowances. <b>Achieved</b>			Review CPI percentage determine increase
2	Coordinate training needs via Learning Management system Responsible Officer: HR/Payroll Officer	5.4	Report to Directors on quarterly training to be delivered  <b>Achieved</b>	Update training plan following Performance Reviews. Report to Directors on quarterly training to be delivered	Report to Directors on quarterly training to be delivered	Report to Directors on quarterly training to be delivered
3	Performance Review System Responsible Officers: HR/Payroll Officer & Directors	5.4	Ensure all employee performance reviews have been completed <b>Achieved</b>	Ensure all inside employee salary reviews have been completed	Ensure all mini performance reviews and all outside employee wage reviews have been completed	Review the current year's performance reviews and recommend any changes required

4	Provide administrative support to the Workplace Consultative Committee in negotiating a new Workplace Agreement	5.4		Commence new Workplace Agreement bargaining process	Continue Workplace Agreement bargaining process	Finalise new Workplace Agreement
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**Action performance targets**

**N/A**

Directorate	<b>2. Corporate Services</b>	Program number and title	<b>2.6 Great Western Tiers Visitor Information Centre</b>
Program Objective	Effectively manage and maintain Council's Visitor Information Centre		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (2) - A thriving local economy</b> <i>2.4 A high level of recognition and demand for Great Western Tiers products and experiences.</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Report on Visitation statistics and sales revenue Responsible Officer: Director Corporate Services	2.4	Advise information in the Briefing Report <b>Achieved</b>	Advise information in the Briefing Report	Advise information in the Briefing Report	Advise information in the Briefing Report

#### Action performance targets

N/A



## Infrastructure Services

Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.1 Emergency Services</b>
Program Objective	To build capacity and resilience in the community and ensure Council is prepared to assist with emergency services in the response to emergencies and lead in the recovery		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (4) - A healthy and safe community</b> <i>4.4 Prepare and maintain emergency management plans and documents and work with our communities to educate and plan for emergencies.</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Co-ordinate the Municipal Emergency Management and Recovery Committee (MEMRC) Responsible Officer: Director Infrastructure	4.4	Chair quarterly meeting <b>Achieved</b>	Chair quarterly meeting	Chair quarterly meeting	Chair quarterly meeting
2	Support the operation of the Meander Valley SES unit through ongoing management of the MOU Responsible Officer: Director Infrastructure	4.4	Report to Council in Annual Plan Review <b>Achieved</b>			
3	Conduct emergency management training exercise facilitated by Red Cross Responsible Officer: Administration Officer Infrastructure Services	4.4		Conduct training		
4	Produce a Meander Valley Municipal Emergency Control Centre Plan (MECC) Responsible Officer: Administration Officer Infrastructure Services	4.4				Complete by 30 June

### Action performance targets

No.	Performance target
1	Meetings held
2	Obtain activities report from Deloraine SES and provide information to Council on a 12 monthly basis in Briefing Reports

3	Complete exercise training for MVC officers
4	Prepare Plan and submit to SES

Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.2 Transport</b>
Program Objective	To maintain the serviceability and integrity of Council's transport network.		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.3 The Meander Valley transport network meets the present and future needs of the community and business</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Deliver the bridge inspection and maintenance program Responsible Officer: Senior Technical Officer	6.1, 6.3		Contractor engaged for maintenance works	Prepare maintenance budget items for 2019-2020	Maintenance works completed
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018/2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1, 6.3	Report to program in Annual Plan Review <b>In Progress</b>	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review
3	Undertake footpath proactive defect inspections Responsible Officers: Director Works & Asset Management Coordinator	6.1			Undertake required inspections	Undertake required inspections

### Action performance targets

No.	Performance target
1	Quarterly tasks achieved. Contractor performance assessed
2	Completion of projects in line with project plan requirements
3	Meet timeframes set out by Conquest

Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.3 Property Services</b>
Program Objective	Operate property services in a safe and effective manner to satisfy public demand.		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Operate Deloraine Swimming Pool and provide support to community swimming pool at Caveside Responsible Officer: Property Management Officer	6.4, 6.6	Tender new contract  <b>Achieved</b>	Award contract and undertake pre-opening inspection and required maintenance. Open pool 1 December	Operate pool to 1 March	
2	Co-ordinate building maintenance – general, reactive and programed Responsible Officer: Property Management Officer	6.1	Undertake required maintenance  <b>Achieved</b>	Undertake required maintenance	Undertake required maintenance	Undertake required maintenance
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Property Management Officer		Report to program  <b>Achieved</b>	Report to program	Report to program	Report to program

**Action performance targets**

No.	Performance target
1	Issue request for tender and award contract.
2	Meet timeframes set out by Conquest
3	Completion of projects in line with project plan requirements

Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.4 Parks &amp; Recreation</b>
Program Objective	To provide and maintain parks and recreation facilities throughout the Local Government Area.		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake inspections and condition assessments of all equipment and facilities Responsible Officer: Director Works & Project Manager Infrastructure	6.1, 6.6		Undertake required inspections	Undertake required inspections	Undertake required inspections
2	Complete the Strategic Plan for Council's Play Space areas for Hadspen and Prospect Vale Responsible Officer: Project Manager Infrastructure	6.6	Community consultation <b>Deferred</b>	Review draft strategy	Report to Council. Prepare budget items for 2019-2020	
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review <b>Achieved</b>	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review
4	Provide support to the Townscape Reserves and Parks Special Committee (TRAP) Responsible Officer: Project Manager Infrastructure	6.6	Conduct meeting and report on outcomes <b>Deferred</b>	Conduct meeting and report on outcomes	Conduct meeting and report on outcomes	Conduct meeting and report on outcomes
5	Commence the Strategic Plan for Council's Bike Network and Recreational Cycling Responsible Officer: Project Manager Infrastructure	6.6		Issue Request for Expressions of Interest	Prepare budget items for 2019-2020	Report to Council

### Action performance targets

No.	Performance target
1	Meet timeframes set out by Conquest. Annual comprehensive inspection completed by December 31
2	Present Strategy to Council Workshop by December 31; Council approval for strategy by 31 March
3	Completion of projects in line with project plan requirements
4	Bimonthly meetings
5	Issue request for quotation, report to Council in Briefing Report and prepare information to Council for 2019-2020 budget considerations

Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.5 Asset Management and GIS</b>
Program Objective	Provision of Asset and GIS services to assist the operations of Council.		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (6) - Planned infrastructure services</b></p> <p><i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i></p> <p><i>6.3 The Meander Valley transport network meets the present and future needs of the community and business.</i></p> <p><i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Co-ordinate Asset Management Group and Strategic Asset Management Plan Improvement Plans - Review Asset Management Plans Responsible Officer: Asset Management Coordinator	6.1, 6.6	Chair meeting and action improvement program <b>In Progress</b>	Chair meeting and action improvement program	Chair meeting and action improvement program	Chair meeting and action improvement program
2	Prepare 2019-2020 Capital Works Program Responsible Officer: Asset Management Coordinator	6.1, 6.3, 6.6		Update Proposed Projects list	Prioritise and undertake further design and cost estimation	Annual program prepared for approval by Council
3	Update asset information including - capitalisation of assets in Conquest - undertake road revaluation Responsible Officer: Asset Management Coordinator	6.1	Capitalisation of assets and recording in Conquest and GIS <b>In Progress</b>	Capitalisation of assets and recording in Conquest and GIS	Capitalisation of assets and recording in Conquest and GIS	Capitalisation of assets and recording in Conquest and GIS
4	Undertake road condition assessments and road revaluation. Responsible Officer: Asset Management Coordinator	6.1		Complete conditions assessments		Prepare revaluation for Audit Office



**Action performance targets**

No.	Performance target
1	Meetings held
2	To prepare annual Capital Works Program for approval at May Council meeting
3	Capitalisation of assets prior to finalisation of 2018-2019 Statutory Reporting.
4	Engage Moloney Asset Management Systems to undertake road condition assessment. Completion of road revaluation for submission to TAO in 2019-2020.

Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.6 Waste Management and Resource Recovery</b>
Program Objective	To provide adequate, efficient, and affordable waste services within Meander Valley Local Government Area		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

### Operational detail

1	Provision of kerbside collection contracts to existing urban areas for waste, recyclables and organics Responsible Officer: Senior Technical Officer	6.6	Manage Contract  <b>Achieved</b>	Manage Contract	Manage Contract	Manage Contract
2	Provision of landfill, waste transfer stations and resource recovery operations contract Responsible Officer – Senior Technical Officer	6.6	Manage Contract  <b>Achieved</b>	Manage Contract	Manage Contract. Implement contract extension or issue new tender for services.	Manage Contract
3	Provision of hard waste collection Responsible Officer: Senior Technical Officer	6.6		Undertake collection	Report to Council in Annual Plan Review	
4	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review <b>Achieved</b>	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review

5	Operational compliance with Environment Protection Notice for Westbury and Deloraine landfill sites. Responsible Officer: Senior Technical Officer	6.6	Ground and surface water monitoring. Annual Report to EPA <b>Achieved</b>		Ground and surface water monitoring	
6	Procurement of kerbside collection contracts to rural areas for waste and recycling. Responsible Officer: Senior Technical Officer	6.6	Finalise scope of service  <b>In Progress</b>	Tender Contract	Council approval and award Contract	

#### Action performance targets

No.	Performance target
1	Supervise and review contract
2	Supervise and review contract. Existing contract to be extended or retendered and approval of new contract by Council by 31 March
3	Report to Council by March 31 on collection results
4	Completion of projects in line with project plan requirements
5	Complete reporting requirements for EPA in line with license requirements
6	Preparation of scope of services for Council review. Tender and award contract by 31 March for inclusion in 2019-2020 budget.

Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.7 Stormwater Management</b>
Program Objective	<p>To minimize the risk of flooding and provide clean water into the region's waterways. Council through the Urban Drains Act and the Local Government (Highways) Act aims to provide piped stormwater networks in line with current local government standards and major stormwater networks (overland flows and roads) capable of meeting a 1% AEP.</p> <p>Water quality is managed through Water Sensitive Urban Design (WSUD) principles where appropriate.</p>		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (6) - Planned infrastructure services</b></p> <p><i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Develop stormwater system management plans in line with legislation Responsible Officer: Senior Technical Officer	6.1				Complete program by 30 June
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review <b>Achieved</b>	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review

#### Action performance targets

No.	Performance target
1	Complete all high risk catchments by June 2019
2	Completion of projects in line with project plan requirements

Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.8 Sustainable Development</b>
Program Objective	Develop sustainable practices within our organisation and community through leading, supporting and encouraging staff, contractors and community to use energy, water and non-renewable resources more productively. Promote and support sustainable economic development initiatives.		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (1) - A sustainable natural and built environment</b>  <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley</i>  <i>1.4 Meander Valley is environmentally sustainable.</i></p> <p><b>Future Direction (2) - A thriving local economy</b>  <i>2.2 Economic development in Meander Valley is planned, maximizing existing assets and investment in infrastructure.</i></p> <p><b>Future Direction (6) - Planned infrastructure services</b>  <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i>  <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i></p>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Support activities of the Sustainable Environment Committee Responsible Officer: Sustainable Development Project Manager	1.4	Report on progress via quarterly meeting minutes <b>Achieved</b>	Report on progress via quarterly meeting minutes	Report on progress via quarterly meeting minutes	Report on progress via quarterly meeting minutes
2	Support the progress of the Hadspen Urban Growth Area Responsible Officer: Sustainable Development Project Manager	2.2	Report in Annual Plan Review <b>In Progress</b>	Report in Annual Plan Review	Report in Annual Plan Review	Report in Annual Plan Review
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure Services	6.1	Report to program in Annual Plan Review <b>Achieved</b>	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review

4	Bioenergy Project Responsible Officer:- Sustainable Development Project Manager	2.2	Complete commercial viability report <b>Achieved</b>		Report to Council	
5	Implement Tasmanian Planning Scheme Responsible Officer: Senior Strategic Planner	1.1				Final Planning Scheme to be implemented.
6	Westbury Road Prospect Vale – Activity Centre Plan Responsible Officer: Senior Strategic Planner	6.6	Prepare project plan and engage consultant <b>In Progress</b>	Develop draft plan	Present plan to Council	

#### Action performance targets

No.	Performance target
1	Meetings held
2	Part V agreements established with landowners for infrastructure development
3	Completion of projects in line with project plan requirements
4	Complete business case assessment
5	Complete community consultation and required hearings with the Tasmanian Planning Commission for Scheme implementation by 30 June.

## Community and Development Services

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.1 Land Use &amp; Planning</b>
Program Objective	To carry out planning duties and prepare policies for the sustainable development of the local government area		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (1) - A sustainable natural and built environment.</b> <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i> <i>1.2 Liveable townships, urban and rural areas across the local government area with individual character.</i> <i>1.3 The natural, cultural and built heritage of Meander Valley is protected and maintained.</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Process development applications in accordance with delegated authority Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target
2	Process Planning Scheme Amendments Responsible Officer: Director Community & Development Services	1.1, 1.2, 1.3	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target
3	Process Improvement – Design, create & implement planning workflow into Property & Rating		Design Workflow <b>Achieved</b>	Create workflow within Property & Rating and test	Go Live with implemented workflows	

### Action performance targets

No.	Performance target
1	Within Statutory time frames, 100% Conformance
2	Within Statutory time frames, 100% Conformance
3	Process Improvement - Planning Workflows created within Property & Rating to automate processes

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.2 Building, Plumbing &amp; Permit Authority 2016</b>
Program Objective	To carry out statutory responsibilities for the administration and enforcement of the Building Act 2016 and the Tasmanian Building Regulations 2016.		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (1) - A sustainable natural and built environment.</b></p> <p><i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i></p> <p><i>1.2 Liveable townships, urban and rural areas across the local government area with individual character.</i></p> <p><i>1.3 The natural, cultural and built heritage of Meander Valley is protected and maintained.</i></p> <p><i>1.4 Public health and the environment is protected by the responsible management of liquid and solid waste at a local and regional level.</i></p> <p><b>Future Direction (3) Vibrant and engaged communities.</b></p> <p><i>3.2 Successful local events enhance community life.</i></p> <p><b>Future Direction (4) A healthy and safe community.</b></p> <p><i>4.3 Public health and safety standards are regulated, managed and maintained.</i></p> <p><b>Future direction (5) Innovative leadership and community governance</b></p> <p><i>5.5 Councils in the region collaborate and share resources for the collective good of their communities</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Permit Authority – Issue Permits for Category 4 Building works Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target
2	Permit Authority – Process Notifiable Building Works (Category 3) Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target
3	Permit Authority – Manage outstanding Building Completions and Illegal Works Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3				Reduce outstanding completions by 10%



4	Coordinate Major Events applications Responsible Officer: 337 Officers	3.2	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target
5	Permit Authority – Issue Permits for Category 4 Plumbing works Responsible Officer: Coordinator Development Services	1.4, 4.3, 5.5	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target
6	Permit Authority – Issue Notifiable Plumbing Works (Category 3) Responsible Officer: Coordinator Development Services	1.4, 4.3, 5.5	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target

#### Action performance targets

No.	Performance target
1	Issue Building Permits within 7 working days from the date all other permits and documents as required by the Building Act, are received by Council.
2	Notifiable Building works processed in a timely manner
3	Outstanding building completions and illegal works reduced by 10%
4	Respond to applications within 7 working days
5	Process plumbing permit applications within 7 days of receipt of all information
6	Process notifiable plumbing works within 21 days of receipt of all information

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.3 Environmental Health</b>
Program Objective	Manage Council's statutory obligations in relation to Environmental Protection and Preventative Health		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (1) - A sustainable natural and built environment.</b>  <i>1.5 Public health and the environment is protected by the responsible management of liquid and solid waste at a local and regional level.</i></p> <p><b>Future Direction (4)- A healthy and safe community.</b>  <i>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</i>  <i>4.3 Public health and safety standards are regulated, managed and maintained.</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Monitor and sample water quality of recreational waters Responsible Officer: Environmental Health Officer	1.5, 4.1	Record Results <b>Achieved</b>	Record Results	Record Results	Record Results
2	Inspect and register food premises annually Responsible Officer: Environmental Health Officer	4.1, 4.3	Issue annual registration for all premises <b>Achieved</b>	Inspections as per Schedule	Inspections as per Schedule	Inspections as per Schedule
3	Co-ordinate immunisation clinics Responsible Officer: Environmental Health Officer	4.1, 4.3		Complete Immunisation Program		

#### Action performance targets

No.	Performance target
1	Respond to non-conformances within 48 hours
2	Conduct inspections as per program
3	Provide school based immunisations as per program

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.4 General Inspector</b>
Program Objective	To carry out statutory responsibilities for the administration and enforcement of the Dog Control Act 2000, Fire Services Act 1979 and the Local Government Act 1993.		
Link to Community Strategic Plan 2014 to 2024	<b>Future direction (4) - A healthy and safe community.</b> <i>4.3 Public health and safety standards are regulated, managed and maintained.</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Annual Audit of Dog Registrations Responsible Officer: General Inspector	4.3			Conduct Audit	
2	Fire Abatement Management Responsible Officer: General Inspector	4.3		Issue Notices	Issue Notices	
3	Investigate incidents and complaints regarding animal control Responsible Officer: General Inspector	4.3	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target

#### Action performance targets

No.	Performance target
1	Audit conducted as scheduled
2	Notices issued as required
3	Investigate all cases and complaints within 10 days

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.5 Natural Resource Management</b>
Program Objective	Facilitate Natural Resource Management for Council and Community		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (1) - A sustainable natural and built environment.</b> <i>1.3 The natural, cultural and built heritage of Meander Valley is protected and maintained.</i> <i>1.4 Meander Valley is environmentally sustainable</i> <i>1.6 Participate and support programs that improve water quality in our waterways.</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review and implement NRM strategies Responsible Officer: NRM Officer	1.3, 1.4, 1.6	Review and prioritize Council based activities <b>Achieved</b>	Implement activities	Implement activities	Implement activities
2	Prepare Management Plan for the Town Common Responsible Officer: NRM Officer	1.3, 1.4, 1.6	Scope and collect relevant information <b>In Progress</b>	Prepare draft Plan	Consult re the Draft Plan	Submit Plan to Council for review

#### Action performance targets

No.	Performance target
1	Complete actions within timeframes and within budget
2	Management Plan prepared

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.6 Community Development</b>
Program Objective	Working with the community for the benefit of all		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (3) - Vibrant and engaged communities.</b>  <i>3.1 Creativity and learning are art of daily life across the communities of Meander Valley.</i>  <i>3.2 Successful local events enhance community life.</i>  <i>3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies.</i></p> <p><b>Future Direction (4) - A healthy and safe community.</b>  <i>4.1 The health and wellbeing needs of all sectors of the community are planned, met and managed.</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Facilitate the operation of Council Community Forums Responsible Officer – Community Development Manager	3.4, 4.1.		Review forums with Council	Conduct Forum and report on progress	Conduct Forum and report on progress
2	Deliver the Community Grants Program Responsible Officer – Community Development Manager	3.1, 3.2, 3.4, 4.1.	Acquit Round 1 and advertise <b>Achieved</b>	Acquit Round 2 and advertise	Acquit Round 3 and advertise	Acquit Final Round and advertise Conduct Grants Information Forum
3	Conduct GWTTA Art Exhibition Responsible Officer – Community Development Manager	3.1, 3.2	Establish event, venue format and procedures <b>Achieved</b>	Promote participation	Conduct exhibition	Review exhibition
4	Conduct a Festival of Small Halls concert Responsible Officer – Community Development Manager	3.1, 3.2,	Establish event venue, format and partnership <b>Achieved</b>	Promote event and sell tickets	Conduct event	Review event outcomes
5	Update the MV Community Safety Plan Responsible Officer – Community Development Manager	3.4, 4.1, 4.3	Assess previous plan <b>Achieved</b>	Draft the revised Plan	Submit Plan to Council for endorsement	

### Action performance targets

No.	Performance target
1	Meetings held and goals achieved
2	Number and range of grant applications
3	Number of artists participating
4	Audience number and event finances
5	Plan updated

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.7 Services To Young people</b>
Program Objective	To address and support the needs of young people through responsive and participatory approaches		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (3) - Vibrant and engaged communities</b></p> <p><i>3.1 Creativity and learning are part of daily life across the communities of Meander Valley.</i></p> <p><i>3.2 Successful local events enhance community life.</i></p> <p><i>3.3 Educations and training opportunities are available to everyone across the local government areas.</i></p> <p><i>3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies.</i></p> <p><i>3.5 Young people have the opportunity to be engaged in community life.</i></p> <p><b>Future Direction (4) - A healthy and safe community.</b></p> <p><i>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</i></p> <p><i>4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation.</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Conduct School Holiday Program Responsible Officer: Community Officer	3.1, 3.2, 3.3, 3.4, 3.5, 4.1, 4.2	Conduct and report <b>Achieved</b>	Conduct and report	Conduct and report	Conduct and report Evaluate overall outcomes
2	Conduct Stepping Stones Camps Responsible Officer: Community Officer	3.1, 3.3, 3.4, 4.1, 4.2.	Conduct program <b>In Progress</b>	Conduct program	Conduct program	Conduct program and evaluate overall outcomes
3	Conduct 'National Youth Week' Event Responsible Officer: Community Officer	3.1, 3.2, 3.5, 4.1.			Prepare and advertise event	Conduct event
4	Facilitate outdoor recreation programs Responsible Officer: Community Officer	3.1, 3.3, 4.1, 4.2.	Conduct program <b>In Progress</b>	Conduct program	Conduct program	Conduct program

**Action performance targets**

No.	Performance target
1	Programs conducted and evaluated
2	Program conducted and evaluated
3	Event conducted and evaluated
4	Program conducted and evaluated



Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.8 Recreation and Sport Services</b>
Program Objective	To provide current and future recreation and sport programs and facilities		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (1) - A sustainable natural and built environment.</b>  <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i></p> <p><b>Future Direction (4) - A healthy and safe community.</b>  <i>4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and massive recreation.</i></p> <p><b>Future direction (5) - Innovative leadership and community governance.</b>  <i>5.3 Evidence based decision making engages the community and is honest, open and transparent.</i></p> <p><b>Future Direction (6) - Planned infrastructure services.</b>  <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilised and maintained.</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Support the operation of the Recreation Co-Ordination Group Responsible Officer: Recreation Coordinator	4.2, 6.4	Conduct meeting <b>Achieved</b>	Conduct meeting	Conduct meeting	Conduct meeting
2	Co-ordinate usage and promotion of Sport and Recreation facilities	4.2, 6.4	Conduct all users meeting <b>Achieved</b>	Liaise with User Groups	Conduct all users meeting	Liaise with User Groups

#### Action performance targets

No.	Performance target
1	Meeting held and goals achieved
2	User meeting held and goals achieved

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.9 Recreation Facilities Management</b>
Program Objective	To provide indoor facilities for recreational, social and community based activities that are safe, comfortable and fit for purpose		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future direction (1) - A sustainable natural and built environment.</b>  <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i></p> <p><b>Future Direction (3) - Vibrant and engaged communities.</b>  <i>3.3 Education and training opportunities are available to everyone across the local government area.</i>  <i>3.5 Young people have the opportunity to be engaged in community life.</i></p> <p><b>Future Direction (4) -A healthy and safe community.</b>  <i>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</i>  <i>4.2 Infrastructure facilities and programs encourage increased participation in all forms of active and passive recreation.</i></p> <p><b>Future direction (6) - Planned infrastructure services.</b>  <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i>  <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilised and maintained.</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review of Sport and Recreation Plan Responsible Officer: Recreation Coordinator	1.1, 4.1, 6.4	Complete review of document <b>In Progress</b>	Report proposed changes	Draft Final Plan	Seek endorsement of Plan
2	Implement promotion and marketing of indoor recreation facilities to current and prospective users Responsible Officer: Recreation Coordinator	3.5, 4.1, 4.2, 6.4.	Promote facilities <b>Achieved</b>	Promote facilities	Promote facilities	Review and assess promotion strategies
3	Develop a Draft Long Term Capital Asset Expenditure Plan for recreation facilities Responsible Officer: Recreation Coordinator	1.1, 4.1, 4.2, 6.1, 6.4	Complete research and design <b>Achieved</b>	Develop Plan	Report on progress	Seek endorsement of Plan

**Action performance targets**

No.	Performance target
1	Review, identify and report proposed changes
2	Promotion implemented
3	Report completed

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.10 Business Engagement</b>
Program Objective	Working with the small business community to increase participation, innovation and partnership		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (2) – A thriving local economy</b></p> <p><i>2.1 The strengths of Meander Valley attract investment and provide opportunities for employment</i></p> <p><i>2.4 A high level of recognition and demand for Great Western Tiers products and experiences</i></p> <p><i>2.5 Current and emerging technology is available to benefit both business and community</i></p> <p><b>Future Direction (3) - Vibrant and engaged communities.</b></p> <p><i>3.2 Successful local events enhance community life</i></p> <p><i>3.3. Education and training opportunities are available to everyone across the local government area</i></p> <p><i>3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Establish a Small Business Directory Responsible Officer – Business Engagement Officer	2.4, 3.3	Develop Directory framework and promote <b>Achieved</b>	Report on progress	Report on progress	Report on progress
2	Establish a regular Small Business Bulletin Responsible Officer – Business Engagement Officer	2.1, 2.4, 3.3	Compile and distribute <b>Achieved</b>	Compile and distribute	Compile and distribute	Compile and distribute
3	Develop a 'Chamber of Commerce' strategy for Meander Valley Responsible Officer – Business Engagement Officer	2.1		Report on Strategy direction and stakeholder input	Complete Strategy	
4	Establish a Small Business Resource Register Responsible Officer – Business Engagement Officer	2.4,2.5, 3.3			Establish Register	Promote Register

**Action performance targets**

No.	Performance target
1	Directory established and promoted - listings noted
2	Bulletin established and distributed
3	Strategy established
4	Register established and promoted

## Works

Directorate	<b>5. Works</b>	Program number and title	<b>5.1 Parks, Reserves, Sports Grounds and Cemeteries</b>
Program Objective	To ensure that Councils parks, reserves, cemeteries and sports grounds are suitably maintained to provide a safe, clean and inviting experience to community and sporting organisations.		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Provide facility maintenance services Responsible Officers: Works Supervisors and Works Officers	6.1, 6.4, 6.6	Report to Annual Plan review <b>Achieved</b>	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review
2	Plan and deliver capital works projects and provide progress report to Council Responsible Officer: Works Director, Works Supervisors & Works Officers	6.1, 6.6	Report to Annual Plan review <b>Achieved</b>	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review

### Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System & Conformance with annual budget
2	Conformance with project budget and works program

Directorate	<b>5. Works</b>	Program number and title	<b>5.2 Roads</b>
Program Objective	To construct and maintain a safe and effective road network to meet the needs of road users and the community.		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.3 The Meander Valley transport network meets the present and future needs of the community and business</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake the maintenance work in accordance with the level of service required. Responsible Officer: Works Supervisors & Works Officers	6.1, 6.3, 6.6	Report to Annual Plan Review <b>Achieved</b>	Report to Annual Plan Review t	Report to Annual Plan Review	Report to Annual Plan Review
2	Plan and deliver capital works projects and provide progress report to Council Responsible Officer: Works Director, Works Supervisors & Works Officers	6.3, 6.6	Report to Annual Plan Review <b>Achieved</b>	Report to Annual Plan Review	Report to Annual Plan Review	Report to Annual Plan Review

#### Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System
1	Conformance with project budget and works program

Directorate	<b>5. Works</b>	Program number and title	<b>5.3 Toilets, Street Cleaning and Litter Collection</b>
Program Objective	To ensure public toilets and streets are maintained in a clean and tidy condition.		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake street/reserve litter collection and street cleaning Responsible Officers: Works Supervisors & Works Officers	6.1, 6.4, 6.6	Report to Annual Plan review <b>Achieved</b>	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review
2	Undertake cleaning of toilets in accordance with the current level of service Responsible Officers: Works Supervisors & Works Officers	6.1, 6.4	Report to Annual Plan review <b>Achieved</b>	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review

### Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System
1	Conformance with annual budget



Directorate	<b>5. Works</b>	Program number and title	<b>5.4 Urban Stormwater</b>
Program Objective	To provide and maintain an effective urban storm water drainage system		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6)- Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.5 Stormwater and flooding cause no adverse impacts.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Provide storm water maintenance services Responsible Officers: Works Supervisors and Works Officers	6.1, 6.5, 6.6	Report to Annual Plan review <b>Achieved</b>	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review
2	Plan and deliver capital work projects and provide progress report to Council Responsible Officers: Works Director, Works Supervisors and Works Officers	6.1, 6.6	Report to Annual Plan review <b>Achieved</b>	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review

#### Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request system & conformance with annual budget.
2	Conformance with project budget and works program

Directorate	<b>5. Works</b>	Program number and title	<b>5.5 Plant</b>
Program Objective	To provide plant and equipment that suits Councils activities and is financially sustainable		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Manage plant to achieve operational objectives Responsible Officers: Works Director and Works Supervisors	6.1, 6.6			Complete major plant annual review	
2	Undertake plant purchases in accordance with 10 year Major Plant Replacement Program and report to Council Responsible Officer: Works Director	6.1, 6.6	Report to Annual Plan review <b>Achieved</b>	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review

#### Action performance targets

No.	Performance target
1	Major plant hire rates to be competitive with private sector
1	Major plant utilisation reviewed to inform 10 year Plant Replacement Program
2	Conformance with project budget and works program

Directorate	<b>5. Works</b>	Program number and title	<b>5.6 Management</b>
Program Objective	To provide facilities, resources and leadership to support the effective and efficient delivery of services to the community		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Respond to customer enquiries Responsible Officers: Works Director, Works Supervisors and Works Officers	6.1 t	Report to Annual Plan Review <b>Achieved</b>	Report to Annual Plan Review	Report to Annual Plan Review	Report to Annual Plan Review
2	Undertake assessment on Works Depots and and provide report to Council Responsible Officer: Works Director	6.6	Commence assessment <b>Achieved</b>		Finalise report and present to Council	

### Action performance targets

No.	Performance target
1	Provide advice to customer in accordance with Customer Service Charter
1	Achieve 95% conformance with Customer Service Request System
2	Report to Council and finalise future strategy for Depot sites

## **GOV 5 NOTICE OF MOTION – TASMANIA’S NEXT ICONIC MULTI-DAY WALK EXPERIENCE – CR RODNEY SYNFIELD**

### **1) Introduction**

The purpose of this report is for Council to consider a Notice of Motion from Cr Synfield.

### **2) Background (Cr Synfield)**

Motion:

That Council makes a submission to the Tasmanian State Government, in support of a proposal to develop an iconic walking track, within the region.

Background:

The State Government - as notified in an advertisement in the local newspaper, on the 29th September 2018 - is seeking submissions from interested parties, in relation to the government providing funding of up to 20 million dollars, so as to develop a new iconic walking track, somewhere in Tasmania.

A draft of a proposal has been produced by Councillor Synfield that suggests/ proposes a track that has two starting points on the northern slopes of the Great Western Tiers, one at Western Creek, the other at the Huntsman, south of Meander.

The two trails join up south of Mt Ironstone before continuing across the Central Plateau, through the Walls of Jerusalem National Park, before reaching its destination at the Fish River car park near Lake Rowallan.

The track tentatively called the 'Great Traverse Trail' is proposed to have no steps between Western Creek and the Fish River car park; this will result in the somewhat rare feature of providing fully disabled and infirmed access, i.e. wheelchair or modified electric quad bike (wheelchair mountable) access, along this portion of the track. It will be a two person wide track capable of access from either end. Three huts/ accommodation sites are needed for this proposed trail.

The siting of the Trail means that a number of the existing tracks between Western Creek and the Huntsman that currently are terminating tracks will effectively be connected together via the new trail, such that they will add to the visitor experience and choice of walks, of the area known as the 'Short Walks Destination'.

The Great Traverse Trail could eventually be extended southwest via Lake Ball and the Never Never, to join the Overland Track near the Du Cane Range.

The area through which the trail would pass, has a variety of stunning world class features, from rugged mountains and cliffs, to high plateau country to waterfalls, myriad lakes and dense rainforest; a trail therein, would be one spectacular view and experience after another, for the walker/ visitor!

Many jobs would result from the construction and maintenance of the trail and associated huts, as well as from the provision of guiding and accommodation services. The flow on effects to local businesses would be significant. This project could be the start of a number of equally significant tourism related developments, within the municipality.

Submissions regarding this matter, are to be lodged by the 24th November 2018.

Council has a role to advocate on behalf of its community, for improved services and access to tourism locations and associated amenity, as well as for improved employment and business opportunities.

### **3) Strategic/Annual Plan Conformance**

Furthers the objectives of the Council's Community Strategic Plan 2014 to 2024:

- Future Direction (2): A thriving local economy
- Future Direction (5): Innovative leadership and community governance

### **4) Policy Implications**

Not applicable.

## **5) Statutory Requirements**

Not applicable.

## **6) Risk Management**

Not applicable.

## **7) Consultation with State Government and other Authorities**

Not applicable.

## **8) Community Consultation**

Not applicable.

## **9) Financial Impact**

Council does not currently have an approved budget for this project. Resources will need to be re-allocated from other projects to support to this project. However, the time commitment required from Council officers is unclear. The cost of Council officer's participation in meetings, preparing maps and writing the submission under the supervision of Cr Synfield and Cr Temple is has the potential to cost more than \$2,500.

## **10) Alternative Options**

Council can elect not to support or amend the notice of motion.

## **11) Officers Comments**

A copy of the Parks and Wildlife advice which includes matters to be considered in the design of the experience and an outline of the information required to accompany a submission is attached to this report.

Council officers support the initiative to make a submission, however, are concerned that the full Council has not discussed the proposal at a Council workshop and the project is not identified in any of Council's strategic planning documents.

There are also a number of reservations about the proposal for the project to be overseen by Cr Synfield and Cr Temple, especially in light of the upcoming Council elections on 30 October 2018.

It is recommended that if Council were to support the motion to make a submission that they make the following resolution:

- 1. That Council investigate and prepare a draft submission for the multi-day walking experience ideas process**
- 2. That Council officers investigate and prepare material for a walk that commences on the northern slopes of the Great Western Tiers, one at Western Creek, the other at the Huntsman, south of Meander which join up south of Mt Ironstone then continuing across the Central Plateau, through the Walls of Jerusalem National Park, before reaching its destination at the Fish River car park near Lake Rowallan.**
- 3. That the completed (draft) submission be brought to the November Council meeting for endorsement and or amendment, prior to lodgement of the submission before the 24th November 2018.**

This will ensure that the process of investigating the idea and preparing the submissions is efficient.

**AUTHOR:** Martin Gill  
GENERAL MANAGER

## **12) Recommendation (Cr Synfield)**

***It is recommended that Council:***

- 1. That Council supports in principle, the making of a submission to the Tasmanian State Government, in respect of the Great Traverse Trail proposal;**
- 2. That Council provide appropriate staff and administrative support to Councillors Synfield and Temple, to enable completion of the submission prior to the November 2018 Council meeting;**
- 3. That the completed (draft) submission be brought to the November Council meeting for endorsement and or amendment, prior to lodgement of the submission before the 24th November 2018.**

## **DECISION:**

## **GOV 6 NOTICE OF MOTION – MOBILE BREAST SCREENING – MEANDER VALLEY – CR BOB RICHARDSON**

### **1) Introduction**

The purpose of this report is for Council to consider a Notice of Motion from Cr Richardson.

### **2) Background (Cr Richardson)**

#### **Motion:**

That Council correspond with the Tasmanian Health Minister (and Labor and Greens health spokespeople) urging that on future visits to the Meander Valley by the Mobile Breast Screen Unit (MBSU), Westbury be included as a stopover point.

#### **Reasons:**

This motion invokes the fundamental principles of fairness, equity and natural justice.

Requests by mid-Meander Valley community groups and individuals have been discussed by Tasmanian health bureaucrats; visits by the MBSU are still restricted to Deloraine.

Westbury should be included on the MBSU schedule:-

- There are dozens of smaller population centres in Tasmania which receive regular MBSU visits;
- The MBSU sets up in suburban areas in Tasmania in population centres which have permanent breast screening facilities;
- I, personally have received correspondence from these bureaucrats that Westbury women, 35 km distant, should access Launceston facilities;
- There are more people within a 20km radius of Westbury than say, Deloraine
- There are existing facilities at Westbury for the MBSU to set up - in at least two sites, each with :-
  - A flat, level parking site for the MBSU



- Access to 3-phase power; and
- Access to toilets, waiting areas, car parking

Is it fair and equitable that women in the Westbury and surrounding area should be expected to travel, whilst others are not? I suggest that it is not.

Do women's' health issues matter more in some areas than others? I suggest not.

It seems that the bureaucrats are not listening; hence the appeal to the Minister and his colleagues on the opposite side of the chamber, to institute a policy of fairness, equity and afford all women the matter of social justice.

Preventative health measures should be accessible by all on an equal footing.

### **3) Strategic/Annual Plan Conformance**

Further the objectives of the Council's Community Strategic Plan 2014 to 2024:

- Future Direction (4): A healthy and safe community

### **4) Policy Implications**

Not applicable.

### **5) Statutory Requirements**

Not applicable.

### **6) Risk Management**

Not applicable.

### **7) Consultation with State Government and other Authorities**

Not applicable.

### **8) Community Consultation**

Not applicable.

## 9) Financial Impact

Not applicable.

## 10) Alternative Options

Council can elect to amend or not support the recommendation

## 11) Officers Comments

The Mobile Breast Screening unit visits Deloraine every two years.

Council does in part address the issue raised by Cr Richardson. The Meander Valley Council Community Cars service assists residents to travel to and from non-urgent medical appointments. This service can help those women living in Westbury and surrounds, who may not have access to transport, get to Deloraine to attend the MBSU.

**AUTHOR:** Martin Gill  
GENERAL MANAGER

## 12) Recommendation (Cr Richardson)

***It is recommended that Council correspond with the Tasmanian Health Minister (and Labor and Greens health spokespeople) urging that on future visits to the Meander Valley by the Mobile Breast Screen Unit (MBSU), Westbury, be included as a stopover point.***

## DECISION:

## **GOV 7 NOTICE OF MOTION – MACQUARIE POINT TASWATER PRIORITIES – CR BOB RICHARDSON**

### **1) Introduction**

The purpose of this report is for Council to consider a Notice of Motion from Cr Richardson.

### **2) Background (Cr Richardson)**

#### **Motion:**

That Council correspond with the Premier (Hon. Will Hodgman) expressing concern that:

- i. The funding of TasWater infrastructure works seem to have “jumped the queue” in terms of TasWater priorities;
- ii. Funding of the Macquarie Point works should not be funded from the \$200m Shareholders deal;
- iii. Hobart City Council being the only long term beneficiary, should be the major financier; and
- iv. Higher-priority projects, including Bracknell have not received funding

#### **Background:**

In mid-September, 2018 Meander Valley Council met with the Chairman and senior executive officer of TasWater; During that meeting the chairman indicated that:

- The Macquarie Point was functioning well, and did not require replacement; and
- Tasmania had projects of higher priority.

In late September, 2018 the stakeholders of TasWater (Tasmania’s local Councils) accepted an offer of \$200 million investment into TasWater projects over the next decade in return for a 10% shareholding (and a significant reduction in shareholder returns!).

It has been established that, as development occurs at Macquarie Point (hotels, entertainment, residential, etc.) the ONLY government income will be land tax to the State Government and all rates to one Council – Hobart City Council. Why ratepayers/taxpayers from the rest of the State should

contribute any funds to the Macquarie Point authority or any other infrastructure remains unexplained.

In late September, Tasmanian Treasurer Hon. Peter Gutwein announced that the State Government would fund the transfer of TasWater infrastructure from Macquarie Point to another site (Lower Sandy Point?).

There are projects of much higher/priority to be funded, including saving Bracknell's (and downstream population centres on the Liffey/Meander/South Esk River System) elevated E.coli problem.

This matter is also a matter of concern based upon fairness, equity and natural justice.

### **3) Strategic/Annual Plan Conformance**

Not applicable.

### **4) Policy Implications**

Not applicable.

### **5) Statutory Requirements**

Not applicable.

### **6) Risk Management**

Not applicable.

### **7) Consultation with State Government and other Authorities**

Not applicable.

### **8) Community Consultation**

Not applicable.

### **9) Financial Impact**

Not applicable.

## 10) Alternative Options

Council can elect to amend or not support the recommendation.

## 11) Officers Comments

On 18 September 2018, The Treasurer, the Hon. Peter Gutwein made an announcement that the State Government had been in discussion with TasWater about the relocation of the Macquarie Point Wastewater Treatment Plant. In the statement the Treasurer said:

*The State Government is prepared to make additional funding available to assist TasWater to decommission and relocate the Macquarie Point wastewater treatment plant subject to a funding model being developed that is acceptable to TasWater, its local Government owners and the State. The State's contribution would be in addition to the \$200 million equity contribution set out in the MoU.*

The full TasWater response to the announcement is attached to this report but in summary the chair of TasWater said:

*TasWater has consistently indicated a willingness to work with Government on the first two projects named above (Macquarie Point & Launceston Combined System), provided that TasWater customers only fund expenditure that benefits them. This principle has underpinned our preliminary discussions.*

*The Treasurer has indicated that the State Government is willing to make additional funds available for these significant projects (Macquarie Point, Tamar and Coles Bay) beyond the \$200m already committed in May's Memorandum of Understanding (MoU).*

The statement from the TasWater Chair indicates that TasWater would only agree to implement the projects promoted by the State Government if there was no change to the existing capital program and additional external funding was provided.

With these points in mind it is recommended that Council does not support the proposed notice of motion, but rather, continues to advocate for the introduction of reticulated waste water services in Bracknell through appropriate channels.

**AUTHOR:** Martin Gill  
GENERAL MANAGER

## **12) Recommendation (Cr Richardson)**

***That Council correspond with the Premier (Hon. Will Hodgman) expressing concern that:***

- i. The funding of TasWater infrastructure works seem to have "jumped the queue" in terms of TasWater priorities;***
- ii. Funding of the Macquarie Point works should not be funded from the \$200m Shareholders deal;***
- iii. Hobart City Council being the only long term beneficiary, should be the major financier; and***
- iv. Higher- priority projects, including Bracknell have not received funding***



Date: 18 September 2018  
Attn: News Editors, Producers  
**For publication immediately**

## Media Release

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### State Government and TasWater moving forward on major projects

TasWater Chairman Miles Hampton has today welcomed the Tasmanian Government's request to commence discussions on progressing several major projects across the state.

"After a preliminary discussion, the Treasurer has written to TasWater to seek formal dialogue around the proposed relocation of the Macquarie Point sewage treatment plant as soon as feasible; proposed works to reduce the impact on the Tamar River of the combined stormwater and sewerage system in Launceston; and the possible introduction of a sewerage system for the Freycinet/Coles Bay precinct" Mr Hampton said.

"TasWater has consistently indicated a willingness to work with Government on the first two projects named above, provided that TasWater customers only fund expenditure that benefits them. This principle has underpinned our preliminary discussions."

The Treasurer has indicated that the State Government is willing to make additional funds available for these significant projects beyond the \$200m already committed in May's Memorandum of Understanding (MoU).

Importantly, formal dialogue will include establishing a set of shared principles to guide future discussions about further investment. This includes working collaboratively in seeking funding support from the Federal government.

"By having an agreed funding plan and timeline for the Macquarie Point sewage treatment plant relocation, TasWater will avoid considerable impending expenditure.

Similarly, an agreed funding plan and timeline for proposed works aimed at reducing the impact of the combined stormwater and sewerage system on the Tamar River would see TasWater better positioned to focus its planned works around the Tamar.

"While the TasWater Board has yet to formally consider its response, I anticipate that it will endorse the commencement of a dialogue to move these projects forward" Mr Hampton said.

This offer comes just four months after the MoU was signed that, if endorsed by TasWater owners at its Special General Meeting in September, will see the State Government become a shareholder in TasWater and inject \$200 million into TasWater's capital plan over the next ten years.

"The Treasurer's approach to opening dialogue is consistent both with the intent of the MoU signed in May and our shared commitment to work together and make a positive difference in Tasmania."

Ends...

## **GOV 8 NOTICE OF MOTION – ISSUE OF FIREARMS RETAIL LICENSES – CR BOB RICHARDSON**

### **1) Introduction**

The purpose of this report is for Council to consider a Notice of Motion from Cr Richardson.

### **2) Background (Cr Richardson)**

#### **Motion:**

That Council correspond with the Tasmanian Minister for Police (and Labor and Greens spokespeople) that, prior to issue of any licence to retail firearms and ammunition, including at Quamby Brook, that the application(s) be subject to widespread community consultation, including, municipal, regional and State communities.

#### **Background:**

An application has been made under the Land Use Planning and Approvals Act 1993 by the property owner for a development at 180 Wandilla Road, Quamby Brook. That application relates to setbacks as a forerunner for the establishment of a residential outbuilding and home based business (firearms sales).

In the application the applicant indicates:-

- i. The buildings use is for firearm/ammunition storage
- ii. The proposed business name is "Griffiths Guns and Ammo";
- iii. The applicant is to be a sole trader who is also:-
  - o managing three farms in the State
  - o managing 20 plantation properties; and
  - o has a beneficial interest in a machinery dealership and earthmoving business in Victoria.;
- iv. The intended storage is a 40 foot shipping container- to be modified;
- v. Loads of goods are to be transported to and from the site using a utility;
- vi. There will be a monitored security system which will use minimal power;
- vii. Business dealings will be largely on-line and "post goods out". "... most packages are to be collected from the Post Office in Deloraine.



The site at 180 Wandilla Road could be best described as a bush setting in a (relatively) remote location (see map attached). The nearest neighbour's residence is some 1.7km distant.

Questions arise as to security

- A bush setting, remote from other "residents"
- Likely vulnerability to electricity interruptions, and
- Therefore continuous monitoring of the site:
- Transporting goods is low-security vehicles on a remote "track";
- Use of mail systems to move goods, possibly contravening Tasmanian firearms carriage laws;
- Using a shipping container as the storage, making it vulnerable to , say, tilt tray trucks.

It is also my understanding that most firearms thefts in Tasmania occur in rural areas; this site is remote rural.

I am unsatisfied that such a business at such a location could be a high-security proposition; I need more detail of the proposition. As such, it is my (considered) opinion that the application to operate as a retail firearms/firearms parts/ammunition retail business needs significant scrutiny from government agencies and from the general Tasmanian community.

Issues relating to community safety seem to arise with such a proposal. Community consultation would be highly desirable - on a Statewide basis.

### **3) Strategic/Annual Plan Conformance**

Furthers the objectives of the Council's Community Strategic Plan 2014 to 2024:

- Future Direction (4): A healthy and safe community

### **4) Policy Implications**

Not applicable.

### **5) Statutory Requirements**

Not applicable.

## 6) Risk Management

Not applicable.

## 7) Consultation with State Government and other Authorities

Council officers have been working with Tasmanian Police Firearms Service Branch to get an understanding of the additional application processes required beyond the planning application permit process.

## 8) Community Consultation

Not applicable.

## 9) Financial Impact

Not applicable.

## 10) Alternative Options

Council can elect to amend or not support the recommendation.

## 11) Officers Comments

The Tasmania Police Firearms Services undertake a rigorous vetting and application process as prescribed by the Firearms Act 1996 before issuing a licence to deal firearms.

This application process would take place after any requirements under the Land Use and Approvals Act had been satisfied and the planning permit issued.

Section 28, 29 and 29A of the Firearms Act 1996 set out the information the Commissioner requires in an application, the restrictions for granting a licence and the ability to seek additional information. The Firearms Act 1996, however, does not provide for statewide community consultation.

In light of this, if Council supports the intent of this motion it is recommended that Council amend the motion as follows:

***That Council correspond with the Tasmanian Minister for Police (and Labor and Greens spokespeople) seeking a review of the Firearms Act 1996 to consider the inclusion within the***

***legislation, a requirement that, prior to issue of any licence to retail firearms and ammunition, including at Quamby Brook, that the application(s) be subject to widespread community consultation, including, municipal, regional and State communities.***

**AUTHOR:** Martin Gill  
GENERAL MANAGER

## **12) Recommendation (Cr Richardson)**

***That Council correspond with the Tasmanian Minister for Police (and Labor and Greens spokespeople) that, prior to issue of any licence to retail firearms and ammunition, including at Quamby Brook, that the application(s) be subject to widespread community consultation, including, municipal, regional and State communities.***

## **DECISION:**

## **CORP 1 FINANCIAL REPORTS TO 30 SEPTEMBER 2018**

### **1) Introduction**

The purpose of this report is to present Council's financial reports to 30 September 2018.

### **2) Background**

The financial reports to 30 September 2018 are presented for Council's attention and include:

1. Consolidated operating statement with accompanying operating statements for the key operational areas of Council, these compare actual results with budget
2. A detailed list of capital works project expenditure to date
3. A detailed list of capital resealing project expenditure to date
4. A detailed list of capital gravelling project expenditure to date
5. A summary of rates outstanding, including a comparison with the level of outstanding rates for the same period last year
6. Cash reconciliation & investments summary

### **3) Strategic/Annual Plan Conformance**

The Annual Plan requires the financial reports to September 2018 be presented at the October 2018 Council meeting.

Further the objectives of the Council's Community Strategic Plan 2014 to 2024 in particular:

- Future direction (5) - Innovative leadership and community governance

### **4) Policy Implications**

Not applicable.

### **5) Statutory Requirements**

Not applicable.

## 6) Risk Management

Not applicable.

## 7) Consultation with State Government and other Authorities

Not applicable.

## 8) Community Consultation

Not applicable.

## 9) Financial Impact

Not applicable.

## 10) Alternative Options

Not applicable.

## 11) Officers Comments

An analysis of exceptions and developing trends in the financial performance has not been provided for the first quarter of the financial year. The first three months are not considered a long enough period to recognise trends that will provide meaningful information for the full year.

**AUTHOR:** Justin Marshall  
SENIOR ACCOUNTANT

## 12) Recommendation

***It is recommended that Council receive the following financial reports for the period ended 30 September 2018:***

- 1. Consolidated operating statement with accompanying operating statements for the key operational areas of Council***
- 2. A detailed list of capital works project expenditure to date***
- 3. A detailed list of capital resealing project expenditure to date***
- 4. A detailed list of capital gravelling project expenditure to date***
- 5. A summary of rates outstanding***
- 6. Cash reconciliation & investments summary***

## **DECISION:**



# Meander Valley Council

## 2019 Operating Statement as at 30-Sep-2018

	Actual 2019	Budget 2019	% of Budget
<b>Total Council Operations</b>			
<b>Operating Revenue</b>			
Rate Revenue	12,246,237	12,465,800	98.24%
Fees & User Charges	370,160	1,228,300	30.14%
Contributions & Donations	17,424	349,000	4.99%
Interest	215,639	785,400	27.46%
Grants & Subsidies	1,166,401	6,721,600	17.35%
Sale of Assets	-	216,000	0.00%
Other Revenue	115,747	756,500	15.30%
<b>Total Operating Revenue</b>	<b>\$ 14,131,606</b>	<b>\$ 22,522,600</b>	<b>62.74%</b>
<b>Operating Expenditure</b>			
<b>Departments</b>			
Governance	373,259	1,360,400	27.44%
Corporate Services	574,460	2,073,000	27.71%
Infrastructure Services	597,905	3,182,500	18.79%
Works	915,829	3,793,200	24.14%
Community & Development Services	602,602	2,659,600	22.66%
<b>Maintenance &amp; Working Expenses</b>	<b>\$ 3,064,055</b>	<b>\$ 13,068,700</b>	<b>23.45%</b>
Interest	52,830	236,500	22.34%
Depreciation	1,283,875	5,135,500	25.00%
Payments to Government Authorities	-	1,192,000	0.00%
Administration Allocated	-	-	
Other Payments	36,094	274,700	13.14%
<b>Total Operating Expenditure</b>	<b>\$ 4,436,854</b>	<b>\$ 19,907,400</b>	<b>22.29%</b>
<b>Operating Surplus/(Deficit)</b>	<b>\$ 9,694,751</b>	<b>\$ 2,615,200</b>	



# Meander Valley Council

## 2019 Operating Statement as at 30-Sep-2018

	Actual 2019	Budget 2019	% of Budget
<b>General Administration</b>			
<b>Operating Revenue</b>			
Rate Revenue	-	-	
Fees & User Charges	49,825	193,700	25.72%
Contributions & Donations	536	4,000	13.41%
Interest	-	-	
Grants & Subsidies	-	-	
Sale of Assets	-	-	
Other Revenue	1,768	500	353.62%
<b>Total Operating Revenue</b>	<b>\$ 52,130</b>	<b>\$ 198,200</b>	<b>26.30%</b>
<b>Operating Expenditure</b>			
<b>Departments</b>			
Governance	316,531	1,174,200	26.96%
Corporate Services	464,901	1,675,300	27.75%
Infrastructure Services	40,423	232,800	17.36%
Works	927	6,300	14.72%
Community & Development Services	29,744	116,000	25.64%
<b>Maintenance &amp; Working Expenses</b>	<b>\$ 852,527</b>	<b>\$ 3,204,600</b>	<b>26.60%</b>
Interest	-	-	
Depreciation	55,125	220,500	25.00%
Payments to Government Authorities	-	-	
Administration Allocated	(7,782)	(79,200)	9.83%
Other Payments	-	32,000	0.00%
<b>Total Operating Expenditure</b>	<b>\$ 899,869</b>	<b>\$ 3,377,900</b>	<b>26.64%</b>
<b>Operating Surplus/(Deficit)</b>	<b>(\$ 847,740)</b>	<b>(\$ 3,179,700)</b>	<b>26.66%</b>



# Meander Valley Council

## 2019 Operating Statement as at 30-Sep-2018

	Actual 2019	Budget 2019	% of Budget
<b>Roads Streets and Bridges</b>			
<b>Operating Revenue</b>			
Rate Revenue	-	-	
Fees & User Charges	64,849	64,500	100.54%
Contributions & Donations	-	222,500	0.00%
Interest	-	-	
Grants & Subsidies	317,720	2,982,200	10.65%
Sale of Assets	-	-	
Other Revenue	-	-	
<b>Total Operating Revenue</b>	<b>\$ 382,569</b>	<b>\$ 3,269,200</b>	<b>11.70%</b>
<b>Operating Expenditure</b>			
<b>Departments</b>			
Governance	-	-	
Corporate Services	-	-	
Infrastructure Services	5,531	150,200	3.68%
Works	691,041	2,220,500	31.12%
Community & Development Services	-	-	
<b>Maintenance &amp; Working Expenses</b>	<b>\$ 696,572</b>	<b>\$ 2,370,700</b>	<b>29.38%</b>
Interest	-	-	
Depreciation	755,050	3,020,200	25.00%
Payments to Government Authorities	-	-	
Administration Allocated	-	-	
Other Payments	-	117,500	0.00%
<b>Total Operating Expenditure</b>	<b>\$ 1,451,622</b>	<b>\$ 5,508,400</b>	<b>26.35%</b>
<b>Operating Surplus/(Deficit)</b>	<b>(\$ 1,069,053)</b>	<b>(\$ 2,239,200)</b>	<b>47.74%</b>





# Meander Valley Council

## 2019 Operating Statement as at 30-Sep-2018

	Actual 2019	Budget 2019	% of Budget
<b>Health and Community and Welfare</b>			
<b>Operating Revenue</b>			
Rate Revenue	2,648,492	2,647,100	100.05%
Fees & User Charges	111,216	442,200	25.15%
Contributions & Donations	15,932	100,500	15.85%
Interest	54,507	218,000	25.00%
Grants & Subsidies	33,772	700,000	4.82%
Sale of Assets	-	-	
Other Revenue	853	97,600	0.87%
<b>Total Operating Revenue</b>	<b>\$ 2,864,771</b>	<b>\$ 4,205,400</b>	<b>68.12%</b>
<b>Operating Expenditure</b>			
<b>Departments</b>			
Governance	56,728	186,200	30.47%
Corporate Services	87,961	357,200	24.63%
Infrastructure Services	378,914	2,207,600	17.16%
Works	145,829	992,200	14.70%
Community & Development Services	211,752	1,001,200	21.15%
<b>Maintenance &amp; Working Expenses</b>	<b>\$ 881,184</b>	<b>\$ 4,744,400</b>	<b>18.57%</b>
Interest	52,830	236,500	22.34%
Depreciation	206,550	826,200	25.00%
Payments to Government Authorities	-	1,192,000	0.00%
Administration Allocated	7,725	78,600	9.83%
Other Payments	31,042	78,500	39.54%
<b>Total Operating Expenditure</b>	<b>\$ 1,179,332</b>	<b>\$ 7,156,200</b>	<b>16.48%</b>
<b>Operating Surplus/(Deficit)</b>	<b>\$ 1,685,440</b>	<b>(\$ 2,950,800)</b>	<b>-57.12%</b>



# Meander Valley Council

## 2019 Operating Statement as at 30-Sep-2018

	Actual 2019	Budget 2019	% of Budget
<b>Land Use Planning and Building</b>			
<b>Operating Revenue</b>			
Rate Revenue	-	-	
Fees & User Charges	104,603	346,000	30.23%
Contributions & Donations	-	-	
Interest	-	-	
Grants & Subsidies	-	-	
Sale of Assets	-	-	
Other Revenue	16,601	43,500	38.16%
<b>Total Operating Revenue</b>	<b>\$ 121,204</b>	<b>\$ 389,500</b>	<b>31.12%</b>
<b>Operating Expenditure</b>			
<b>Departments</b>			
Governance	-	-	
Corporate Services	-	-	
Infrastructure Services	42,727	194,300	21.99%
Works	-	-	
Community & Development Services	243,735	1,142,700	21.33%
<b>Maintenance &amp; Working Expenses</b>	<b>\$ 286,462</b>	<b>\$ 1,337,000</b>	<b>21.43%</b>
Interest	-	-	
Depreciation	4,500	18,000	25.00%
Payments to Government Authorities	-	-	
Administration Allocated	-	-	
Other Payments	-	-	
<b>Total Operating Expenditure</b>	<b>\$ 290,962</b>	<b>\$ 1,355,000</b>	<b>21.47%</b>
<b>Operating Surplus/(Deficit)</b>	<b>(\$ 169,758)</b>	<b>(\$ 965,500)</b>	<b>17.58%</b>



# Meander Valley Council

## 2019 Operating Statement as at 30-Sep-2018

	Actual 2019	Budget 2019	% of Budget
<b>Recreation and Culture</b>			
<b>Operating Revenue</b>			
Rate Revenue	-	-	
Fees & User Charges	39,667	181,900	21.81%
Contributions & Donations	956	22,000	4.34%
Interest	-	-	
Grants & Subsidies	549,000	861,000	63.76%
Sale of Assets	-	216,000	0.00%
Other Revenue	940	7,800	12.05%
<b>Total Operating Revenue</b>	<b>\$ 590,563</b>	<b>\$ 1,288,700</b>	<b>45.83%</b>
<b>Operating Expenditure</b>			
<b>Departments</b>			
Governance	-	-	
Corporate Services	21,599	33,200	65.06%
Infrastructure Services	119,484	365,600	32.68%
Works	163,224	953,900	17.11%
Community & Development Services	117,370	406,200	28.89%
<b>Maintenance &amp; Working Expenses</b>	<b>\$ 421,676</b>	<b>\$ 1,758,900</b>	<b>23.97%</b>
Interest	-	-	
Depreciation	166,725	666,900	25.00%
Payments to Government Authorities	-	-	
Administration Allocated	-	-	
Other Payments	4,950	45,700	10.83%
<b>Total Operating Expenditure</b>	<b>\$ 593,351</b>	<b>\$ 2,471,500</b>	<b>24.01%</b>
<b>Operating Surplus/(Deficit)</b>	<b>(\$ 2,789)</b>	<b>(\$ 1,182,800)</b>	<b>0.24%</b>



# Meander Valley Council

## 2019 Operating Statement as at 30-Sep-2018

	Actual 2019	Budget 2019	% of Budget
<b>Unallocated and Unclassified</b>			
<b>Operating Revenue</b>			
Rate Revenue	9,597,745	9,818,700	97.75%
Fees & User Charges	-	-	
Contributions & Donations	-	-	
Interest	161,132	567,400	28.40%
Grants & Subsidies	265,908	2,178,400	12.21%
Sale of Assets	-	-	
Other Revenue	95,584	607,100	15.74%
<b>Total Operating Revenue</b>	<b>\$ 10,120,369</b>	<b>\$ 13,171,600</b>	<b>76.83%</b>
<b>Operating Expenditure</b>			
<b>Departments</b>			
Governance	-	-	
Corporate Services	(1)	7,300	-0.01%
Infrastructure Services	10,827	32,000	33.83%
Works	(85,192)	(379,700)	22.44%
Community & Development Services	-	(6,500)	0.00%
<b>Maintenance &amp; Working Expenses</b>	<b>(\$ 74,366)</b>	<b>(\$ 346,900)</b>	<b>21.44%</b>
Interest	-	-	
Depreciation	95,925	383,700	25.00%
Payments to Government Authorities	-	-	
Administration Allocated	57	600	9.58%
Other Payments	102	1,000	10.18%
<b>Total Operating Expenditure</b>	<b>\$ 21,718</b>	<b>\$ 38,400</b>	<b>56.56%</b>
<b>Operating Surplus/(Deficit)</b>	<b>\$ 10,098,651</b>	<b>\$ 13,133,200</b>	<b>76.89%</b>

# Capital Project Report

## 2019 Financial Year



01-Oct-2018 03:00:22

	<i>Brought Forward Amount</i>	<i>Current Amount</i>	<i>Total Amount</i>	<i>Budget Amount</i>	<i>Variance Amount</i>	<i>Percentage of Budget</i>
<b>Administration</b>						
<b>100 - Administration</b>						
5039 Deloraine Office/Serv Tas Building - Costs of Sale 10/11	\$9,950.01	\$342.52	\$10,292.53	\$0.00	-\$10,292.53	0.00%
5042 Council Chambers - Small Meeting Room Upgrade	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
5101 Workstations and Peripherals	\$0.00	\$0.00	\$0.00	\$27,000.00	\$27,000.00	0.00%
5102 Network Infrastructure	\$0.00	\$0.00	\$0.00	\$25,400.00	\$25,400.00	0.00%
5111 Software and Upgrades	\$18,337.50	\$0.00	\$18,337.50	\$85,600.00	\$67,262.50	21.42%
5115 Conquest Software Upgrade 14/15	\$5,059.71	\$0.00	\$5,059.71	\$45,000.00	\$39,940.29	11.24%
5116 Mobile Inspection Software 16/17	\$21,333.22	\$0.00	\$21,333.22	\$34,000.00	\$12,666.78	62.74%
5127 MVC Website Upgrade 17/18	\$12,398.63	\$688.80	\$13,087.43	\$15,000.00	\$1,912.57	87.25%
5128 New Projector - Council Chambers 17/18	\$0.00	\$0.00	\$0.00	\$16,000.00	\$16,000.00	0.00%
5129 Municipal Revaluation 18/19	\$0.00	\$9,500.00	\$9,500.00	\$200,000.00	\$190,500.00	4.75%
5130 Great Western Tiers Websites Upgarde	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
100 - Administration Sub Total	\$67,079.07	\$10,531.32	\$77,610.39	\$483,000.00	\$405,389.61	16.07%
<b>100 - Administration Sub Total</b>	<b>\$67,079.07</b>	<b>\$10,531.32</b>	<b>\$77,610.39</b>	<b>\$483,000.00</b>	<b>\$405,389.61</b>	<b>16.07%</b>

### Roads Streets and Bridges

#### 201 - Roads and Streets

5587 Jackeys Marsh Rd - Jackeys Marsh	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00	0.00%
5600 Rowlands - Liena	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00	0.00%
5620 Whiteleys Rd - Meander	\$0.00	\$0.00	\$0.00	\$30,500.00	\$30,500.00	0.00%
5815 Simmons St - Carrick	\$357.31	\$20,920.08	\$21,277.39	\$36,000.00	\$14,722.61	59.10%
5825 Emu Bay Rd - Deloraine	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
5826 Church St West - Deloraine	\$0.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
5829 Morrison St - Deloraine 17/18	\$0.00	\$0.00	\$0.00	\$45,600.00	\$45,600.00	0.00%
5852 Goderick East - Deloraine 12/13	\$86.78	\$40,994.95	\$41,081.73	\$54,000.00	\$12,918.27	76.08%

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	<i><b>Brought Forward Amount</b></i>	<i><b>Current Amount</b></i>	<i><b>Total Amount</b></i>	<i><b>Budget Amount</b></i>	<i><b>Variance Amount</b></i>	<i><b>Percentage of Budget</b></i>
5854 Weston St - Deloraine	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
5857 Church St East - Deloraine	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
5859 Parsonage St - Deloraine	\$0.00	\$10,090.86	\$10,090.86	\$10,000.00	-\$90.86	100.91%
5860 Beefeater St - Deloraine	\$74.39	\$1,526.96	\$1,601.35	\$57,000.00	\$55,398.65	2.81%
5861 West Parade - Deloraine	\$0.00	\$7,932.22	\$7,932.22	\$65,000.00	\$57,067.78	12.20%
5888 Winifred Jane Cres - Hadspen	\$0.00	\$8,984.55	\$8,984.55	\$10,000.00	\$1,015.45	89.85%
5894 Country Club Av - Prospect Vale	\$0.00	\$314.10	\$314.10	\$80,000.00	\$79,685.90	0.39%
5956 Bradford Av - Prospect Vale 17/18	\$724.07	\$1,488.30	\$2,212.37	\$20,000.00	\$17,787.63	11.06%
5984 Old Bass Highway - Carrick	\$0.00	\$1,745.86	\$1,745.86	\$30,000.00	\$28,254.14	5.82%
6101 2017 Black Hills Rd - Black Hills	\$0.00	\$3,779.22	\$3,779.22	\$170,000.00	\$166,220.78	2.22%
6102 Blackstone Rd - Blackstone Heights 16/17	\$5,643.48	\$0.00	\$5,643.48	\$110,000.00	\$104,356.52	5.13%
6141 Dunorlan Rd - Dunorlan 17/18	\$24.79	\$38.56	\$63.35	\$90,000.00	\$89,936.65	0.07%
6146 Scotts Ln - Emu Plains	\$0.00	\$14,492.05	\$14,492.05	\$100,000.00	\$85,507.95	14.49%
6153 R2R 2019 Glenore Rd - Glenore	\$0.00	\$12,233.07	\$12,233.07	\$350,000.00	\$337,766.93	3.50%
6176 Meander Main Rd - Meander	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
6185 Union Bridge Rd - Mole Creek	\$0.00	\$125.26	\$125.26	\$25,000.00	\$24,874.74	0.50%
6211 River Road - Reedy Marsh	\$0.00	\$0.00	\$0.00	\$45,000.00	\$45,000.00	0.00%
6224 Weegen Rd - Weegen	\$0.00	\$12,146.35	\$12,146.35	\$15,000.00	\$2,853.65	80.98%
6259 Blackspot Railton Rd, Kimberley	\$0.00	\$3,658.01	\$3,658.01	\$350,000.00	\$346,341.99	1.05%
6276 Westbury Rd - Prospect: Transport Study Projects	\$0.00	\$0.00	\$0.00	\$1,609,500.00	\$1,609,500.00	0.00%
6283 Westbury Rd - Cycling Lanes 13/14	\$17,495.12	\$2,303.40	\$19,798.52	\$50,000.00	\$30,201.48	39.60%
6284 New Footpath Developments - Westbury 15/16	\$0.00	\$0.00	\$0.00	\$115,668.00	\$115,668.00	0.00%
6285 New Footpath Developments - Blackstone 17/18	\$18,363.42	\$514.10	\$18,877.52	\$393,500.00	\$374,622.48	4.80%
6288 Westbury Rd - PVP Entrance Roundabout 15/16	\$57,296.63	\$9,309.18	\$66,605.81	\$50,000.00	-\$16,605.81	133.21%
6289 Mt Leslie Rd - St Patricks Parking Improvements 16/17	\$45,616.57	\$0.00	\$45,616.57	\$215,000.00	\$169,383.43	21.22%
6294 Westbury Roads Connectivity Program 16/17	\$0.00	\$0.00	\$0.00	\$258,500.00	\$258,500.00	0.00%
6296 Westbury Rd - Prospect Vale: Gateway Streetscape Design	\$1,863.63	\$128.53	\$1,992.16	\$0.00	-\$1,992.16	0.00%
6695 Nutt Street - Deloraine 17/18	\$1,853.34	\$24,403.85	\$26,257.19	\$45,000.00	\$18,742.81	58.35%
<b>201 - Roads and Streets Sub Total</b>	<b>\$149,399.53</b>	<b>\$177,129.46</b>	<b>\$326,528.99</b>	<b>\$4,600,268.00</b>	<b>\$4,273,739.01</b>	<b>7.10%</b>

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	<b>Brought Forward Amount</b>	<b>Current Amount</b>	<b>Total Amount</b>	<b>Budget Amount</b>	<b>Variance Amount</b>	<b>Percentage of Budget</b>
<b>210 - Bridges</b>						
5204 Liffey River Liffey/Bracknell	\$0.00	\$1,197.54	\$1,197.54	\$0.00	-\$1,197.54	0.00%
5266 Un-Named Creek R/Vale-Selbourne 17/18	\$10,442.38	\$1,062.07	\$11,504.45	\$210,000.00	\$198,495.55	5.48%
5283 Bluff Creek Bogan Road	\$0.00	\$339.64	\$339.64	\$195,000.00	\$194,660.36	0.17%
5297 Leiths Creek Barbers Road	\$0.00	\$210.94	\$210.94	\$160,000.00	\$159,789.06	0.13%
5322 Limestone Creek Walters Road	\$0.00	\$191.55	\$191.55	\$200,000.00	\$199,808.45	0.10%
5348 Cubits Creek Western Creek Road 17/18	\$10,751.04	\$97,434.91	\$108,185.95	\$105,000.00	-\$3,185.95	103.03%
5352 Ritchies Creek Botts Road	\$0.00	\$114.41	\$114.41	\$160,000.00	\$159,885.59	0.07%
5363 Allsops Creek Bankton Road 17/18	\$5,527.13	\$1,398.17	\$6,925.30	\$280,000.00	\$273,074.70	2.47%
5364 Dalebrook River Bankton Road	\$0.00	\$1,401.65	\$1,401.65	\$260,000.00	\$258,598.35	0.54%
5365 Western Creek Bankton Road	\$0.00	\$1,526.92	\$1,526.92	\$275,000.00	\$273,473.08	0.56%
5369 Myrtle Creek Myrtle Creek Road	\$4,773.09	\$2,108.68	\$6,881.77	\$160,000.00	\$153,118.23	4.30%
5440 Liffey River Bennetts Road	\$0.00	\$152.98	\$152.98	\$240,000.00	\$239,847.02	0.06%
210 - Bridges Sub Total	\$31,493.64	\$107,139.46	\$138,633.10	\$2,245,000.00	\$2,106,366.90	6.18%
<b>200 - Roads Streets and Bridges Sub Total</b>	<b>\$180,893.17</b>	<b>\$284,268.92</b>	<b>\$465,162.09</b>	<b>\$6,845,268.00</b>	<b>\$6,380,105.91</b>	<b>6.80%</b>
<b>Health and Community Welfare</b>						
<b>310 - Animal Control</b>						
6705 Westbury Council Offices - Dog Pens & Parking 17/18	\$767.24	\$11,660.44	\$12,427.68	\$15,000.00	\$2,572.32	82.85%
310 - Animal Control Sub Total	\$767.24	\$11,660.44	\$12,427.68	\$15,000.00	\$2,572.32	82.85%
<b>315 - Cemeteries</b>						
6306 Deloraine Lawn Cemetery Seating, Bins & Garden 16/17	\$0.00	\$0.00	\$0.00	\$18,700.00	\$18,700.00	0.00%
6308 Deloraine Lawn Cemetery Shelter 16/17	\$314.73	\$0.00	\$314.73	\$25,000.00	\$24,685.27	1.26%
315 - Cemeteries Sub Total	\$314.73	\$0.00	\$314.73	\$43,700.00	\$43,385.27	0.72%

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	<i><b>Brought Forward Amount</b></i>	<i><b>Current Amount</b></i>	<i><b>Total Amount</b></i>	<i><b>Budget Amount</b></i>	<i><b>Variance Amount</b></i>	<i><b>Percentage of Budget</b></i>
<b>316 - Community Amenities</b>						
6520 Public Wifi at Council Buildings Project 15/16	\$0.00	\$1,675.20	\$1,675.20	\$35,200.00	\$33,524.80	4.76%
6523 CCTV Security Cameras Westbury & Deloraine 17/18	\$4,136.97	\$1,924.86	\$6,061.83	\$60,000.00	\$53,938.17	10.10%
6524 Westbury Village Green - Public Toilets	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
6525 Electric Vehicle Chargers	\$0.00	\$7,226.21	\$7,226.21	\$11,000.00	\$3,773.79	65.69%
316 - Community Amenities Sub Total	\$4,136.97	\$10,826.27	\$14,963.24	\$116,200.00	\$101,236.76	12.88%
<b>317 - Street Lighting</b>						
6551 Northern Lights - LED Street Light Replacement	\$13,929.25	\$10,105.55	\$24,034.80	\$63,700.00	\$39,665.20	37.73%
317 - Street Lighting Sub Total	\$13,929.25	\$10,105.55	\$24,034.80	\$63,700.00	\$39,665.20	37.73%
<b>321 - Tourism &amp; Area Promotion</b>						
7801 GWTVIC - Ground works	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
7831 Folk Museum - Rising Damp Corrective Works 17/18	\$8,888.09	\$114.18	\$9,002.27	\$100,000.00	\$90,997.73	9.00%
7832 Westbury Silhouette Trail Lighting 17/18	\$1,306.70	\$0.00	\$1,306.70	\$5,000.00	\$3,693.30	26.13%
321 - Tourism & Area Promotion Sub Total	\$10,194.79	\$114.18	\$10,308.97	\$120,000.00	\$109,691.03	8.59%
<b>322 - Economic Services</b>						
7851 HUGAP Sewerage Infrastructure Design	\$0.00	\$990.15	\$990.15	\$0.00	-\$990.15	0.00%
322 - Economic Services Sub Total	\$0.00	\$990.15	\$990.15	\$0.00	-\$990.15	0.00%
<b>335 - Household Waste</b>						
6602 Westbury Land fill Site - Cell Expansion	\$25,864.18	\$2,344.74	\$28,208.92	\$160,800.00	\$132,591.08	17.54%
6605 Mobile Garbage Bins	\$0.00	\$18,582.16	\$18,582.16	\$60,000.00	\$41,417.84	30.97%
6611 Mobile Organics Bins	\$16,565.22	\$0.00	\$16,565.22	\$300,000.00	\$283,434.78	5.52%
335 - Household Waste Sub Total	\$42,429.40	\$20,926.90	\$63,356.30	\$520,800.00	\$457,443.70	12.17%



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	<b>Brought Forward Amount</b>	<b>Current Amount</b>	<b>Total Amount</b>	<b>Budget Amount</b>	<b>Variance Amount</b>	<b>Percentage of Budget</b>
<b>351 - Storm Water Drainage</b>						
6414 Winifred-Jane Cres, Hadspen - Stormwater 14/15	\$7,335.10	\$0.00	\$7,335.10	\$8,000.00	\$664.90	91.69%
6436 Panorama Rd Blackstone Stormwater	\$4,375.77	\$412.07	\$4,787.84	\$150,000.00	\$145,212.16	3.19%
6439 King St Westbury Stormwater	\$0.00	\$71.82	\$71.82	\$80,000.00	\$79,928.18	0.09%
6452 Maryanne St, Westbury - Stormwater 17/18	\$17,615.40	\$9,479.72	\$27,095.12	\$25,000.00	-\$2,095.12	108.38%
6460 Henrietta St Bracknell Stormwater	\$0.00	\$157.94	\$157.94	\$60,000.00	\$59,842.06	0.26%
6479 Kipling Cr - Hadspen Stormwater 15/16	\$7,806.49	\$0.00	\$7,806.49	\$35,100.00	\$27,293.51	22.24%
6483 Taylor St, Westbury Stormwater	\$0.00	\$2,082.07	\$2,082.07	\$30,000.00	\$27,917.93	6.94%
6495 Urban Stormwater Drainage – Program Budget	\$0.00	\$0.00	\$0.00	\$82,900.00	\$82,900.00	0.00%
6496 Open Drain Program, Blackstone Heights 15/16	\$0.00	\$0.00	\$0.00	\$100,000.00	\$100,000.00	0.00%
6497 Open Drain Program, Carrick	\$0.00	\$0.00	\$0.00	\$26,200.00	\$26,200.00	0.00%
6498 Open Drain Program, Westbury	\$0.00	\$0.00	\$0.00	\$37,700.00	\$37,700.00	0.00%
6499 Open Drain Program, Bracknell	\$0.00	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
6850 Arthur St, Carrick - Stormwater	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
6851 Kimberley Stormwater Improvements	\$0.00	\$0.00	\$0.00	\$60,000.00	\$60,000.00	0.00%
6852 Esplanade, Bracknell - Stormwater	\$0.00	\$4,922.86	\$4,922.86	\$12,000.00	\$7,077.14	41.02%
351 - Storm Water Drainage Sub Total	\$37,132.76	\$17,126.48	\$54,259.24	\$729,900.00	\$675,640.76	7.43%
<b>300 - Health and Community Welfare Sub Total</b>	<b>\$108,905.14</b>	<b>\$71,749.97</b>	<b>\$180,655.11</b>	<b>\$1,609,300.00</b>	<b>\$1,428,644.89</b>	<b>11.23%</b>

### Recreation and Culture

#### 505 - Public Halls

7428 Bracknell Hall - Bracing Building Structure 16/17	\$4,506.85	\$0.00	\$4,506.85	\$435,000.00	\$430,493.15	1.04%
7440 Caveside Hall - Roof Replacement	\$0.00	\$797.92	\$797.92	\$40,000.00	\$39,202.08	1.99%
7441 Westbury Town Hall - Reseal Carpark	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
7442 Chudleigh Hall - Reseal Carpark	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
505 - Public Halls Sub Total	\$4,506.85	\$797.92	\$5,304.77	\$500,000.00	\$494,695.23	1.06%

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	<i><b>Brought Forward Amount</b></i>	<i><b>Current Amount</b></i>	<i><b>Total Amount</b></i>	<i><b>Budget Amount</b></i>	<i><b>Variance Amount</b></i>	<i><b>Percentage of Budget</b></i>
<b>515 - Swimming Pools and Other</b>						
7505 Caveside Pool Replace Fence 17/18	\$389.11	\$114.16	\$503.27	\$22,000.00	\$21,496.73	2.29%
515 - Swimming Pools and Other Sub Total	\$389.11	\$114.16	\$503.27	\$22,000.00	\$21,496.73	2.29%
<b>525 - Recreation Grounds &amp; Sports Facilities</b>						
7603 Bracknell Recreation Ground Improvements	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00	0.00%
7610 Westbury Sports Ctr - Electrical Upgrade 17/18	\$14,442.22	\$199.00	\$14,641.22	\$22,000.00	\$7,358.78	66.55%
7668 Westbury Rec Ground - Building Design & Upgrade 14/15	\$164,210.96	\$21,621.91	\$185,832.87	\$1,148,781.00	\$962,948.13	16.18%
7671 PVP Development Plan - Sportsgrounds Upgrade 17/18	\$0.00	\$0.00	\$0.00	\$124,900.00	\$124,900.00	0.00%
7678 PVP Main Access & Parking 15/16	\$99,816.03	\$0.00	\$99,816.03	\$100,000.00	\$183.97	99.82%
7687 PVP AFL & Soccer Sports Lighting 17/18	\$24,357.49	\$24,678.89	\$49,036.38	\$622,100.00	\$573,063.62	7.88%
7688 Deloraine Community Complex - Female Changeroom Refurb.	\$0.00	\$0.00	\$0.00	\$35,000.00	\$35,000.00	0.00%
7689 Hadspen Rec Ground - New Footpath	\$0.00	\$13,415.46	\$13,415.46	\$40,000.00	\$26,584.54	33.54%
7690 Deloraine Community Complex - Netball Courts	\$0.00	\$10,353.71	\$10,353.71	\$510,000.00	\$499,646.29	2.03%
525 - Recreation Grounds & Sports Facilities Sub Total	\$302,826.70	\$70,268.97	\$373,095.67	\$2,632,781.00	\$2,259,685.33	14.17%
<b>545 - Sundry Cultural Activities</b>						
7908 MVPAC Roof Renewal 16/17	\$0.00	\$1,040.43	\$1,040.43	\$0.00	-\$1,040.43	0.00%
7909 MVPAC Foyer Improvements	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00	0.00%
545 - Sundry Cultural Activities Sub Total	\$0.00	\$1,040.43	\$1,040.43	\$30,000.00	\$28,959.57	3.47%
<b>565 - Parks and Reserves</b>						
8012 Deloraine Train Park - Play Equip/Retaining Wall 16/17	\$6,790.53	\$894.91	\$7,685.44	\$25,300.00	\$17,614.56	30.38%
8014 Deloraine Riverbank - New Walkway at Cenotaph 17/18	\$4,834.16	\$0.00	\$4,834.16	\$60,000.00	\$55,165.84	8.06%
8015 Pitcher Parade Dog Run Improvements 17/18	\$12,907.20	\$9,150.07	\$22,057.27	\$24,000.00	\$1,942.73	91.91%
8020 Bordin St Reserve - Park Improvements	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
8024 West Parade Carpark - Install New Light 17/18	\$311.99	\$10,718.34	\$11,030.33	\$15,000.00	\$3,969.67	73.54%
8044 Blackstone Park - Playground Equipment	\$0.00	\$303.43	\$303.43	\$100,000.00	\$99,696.57	0.30%
8053 Blackstone Park - Sale of Public Land 16/17	\$1,518.55	\$2,855.38	\$4,373.93	\$0.00	-\$4,373.93	0.00%

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	<i><b>Brought Forward Amount</b></i>	<i><b>Current Amount</b></i>	<i><b>Total Amount</b></i>	<i><b>Budget Amount</b></i>	<i><b>Variance Amount</b></i>	<i><b>Percentage of Budget</b></i>
8054 Mace St Reserve - Disposal Costs 14/15	\$5,182.55	\$1,949.28	\$7,131.83	\$0.00	-\$7,131.83	0.00%
8057 Hadspen Development Reserve Land Purchase 16/17	\$0.00	\$0.00	\$0.00	\$166,000.00	\$166,000.00	0.00%
8059 Winifred Jane Cres Hadspen - Playground Upgrade	\$0.00	\$14.72	\$14.72	\$10,000.00	\$9,985.28	0.15%
8079 Hadspen Lions Park - Erosion Control & Landscaping 17/18	\$21,690.27	\$20,644.58	\$42,334.85	\$50,000.00	\$7,665.15	84.67%
8097 Kimberley Township Improvements	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
8098 Coronea Court, Hadspen - Renew Playground	\$0.00	\$14.72	\$14.72	\$35,000.00	\$34,985.28	0.04%
8099 Poets Place Reserve, Hadspen - Divest Land	\$0.00	\$29.46	\$29.46	\$5,000.00	\$4,970.54	0.59%
8100 Hadspen Bull Run - Seating & Shade	\$0.00	\$194.45	\$194.45	\$25,000.00	\$24,805.55	0.78%
8101 Chris St Reserve, Prospect - Divest Land	\$0.00	\$29.46	\$29.46	\$5,000.00	\$4,970.54	0.59%
565 - Parks and Reserves Sub Total	\$53,235.25	\$46,798.80	\$100,034.05	\$540,300.00	\$440,265.95	18.51%
<b>500 - Recreation and Culture Sub Total</b>	<b>\$360,957.91</b>	<b>\$119,020.28</b>	<b>\$479,978.19</b>	<b>\$3,725,081.00</b>	<b>\$3,245,102.81</b>	<b>12.89%</b>

### Unallocated and Unclassified

#### 625 - Management and Indirect O/Heads

8803 Minor Plant Purchases	\$0.00	\$3,574.76	\$3,574.76	\$35,400.00	\$31,825.24	10.10%
8815 Replacement Traffic Count Units	\$0.00	\$8,591.86	\$8,591.86	\$12,000.00	\$3,408.14	71.60%
625 - Management and Indirect O/Heads Sub Total	\$0.00	\$12,166.62	\$12,166.62	\$47,400.00	\$35,233.38	25.67%

#### 655 - Plant Working

8734 Backhoe Replacement (No. 310)	\$0.00	\$0.00	\$0.00	\$110,000.00	\$110,000.00	0.00%
8739 Reach Mower (No.805)	\$0.00	\$0.00	\$0.00	\$80,000.00	\$80,000.00	0.00%
8759 Mower (No. 610)	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
8760 Tow Broom (No. 715)	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00	0.00%
655 - Plant Working Sub Total	\$0.00	\$0.00	\$0.00	\$240,000.00	\$240,000.00	0.00%

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<b>675 - Other Unallocated Transactions</b>						
8707 Fleet Vehicle Purchases	\$0.00	\$14,276.19	\$14,276.19	\$110,600.00	\$96,323.81	12.91%
675 - Other Unallocated Transactions Sub Total	\$0.00	\$14,276.19	\$14,276.19	\$110,600.00	\$96,323.81	12.91%
<b>600 - Unallocated and Unclassified Sub Total</b>	<b>\$0.00</b>	<b>\$26,442.81</b>	<b>\$26,442.81</b>	<b>\$398,000.00</b>	<b>\$371,557.19</b>	<b>6.64%</b>
<b>Total Capital Project Expenditure</b>	<b>\$717,835.29</b>	<b>\$512,013.30</b>	<b>\$1,229,848.59</b>	<b>\$13,060,649.00</b>	<b>\$11,830,800.41</b>	<b>9.42%</b>

# Capital Resealing Report

## 2019 Financial Year



30-Sep-2018 20:06:18

	<i>Actual Amount</i>	<i>Budget Amount</i>	<i>Variance Amount</i>	<i>Percentage of Budget</i>
<b>Roads Streets and Bridges</b>				
<b>201 - Roads and Streets</b>				
5823 Glover Av - Blackstone Heights	\$351.22	\$0.00	-\$351.22	0.00%
5825 Emu Bay Rd - Deloraine	\$1,157.82	\$0.00	-\$1,157.82	0.00%
5901 Las Vegas Dr - Prospect Vale	\$692.48	\$0.00	-\$692.48	0.00%
5922 Hughes Ct - Prospect Vale	\$1,552.29	\$0.00	-\$1,552.29	0.00%
5961 Neptune Dr - Blackstone Heights	\$477.54	\$0.00	-\$477.54	0.00%
5972 Lonsdale Prom - Westbury	\$9,820.81	\$0.00	-\$9,820.81	0.00%
6124 Cluan Rd - Cluan	\$9,357.07	\$0.00	-\$9,357.07	0.00%
6194 Railton Main Road - Moltema	\$9,755.62	\$0.00	-\$9,755.62	0.00%
6214 Selbourne Rd - Selbourne	\$4,234.52	\$0.00	-\$4,234.52	0.00%
6226 Weetah Rd - Weetah	\$542.34	\$0.00	-\$542.34	0.00%
6299 Reseals General Budget Allocation	\$0.00	\$1,174,800.00	\$1,174,800.00	0.00%
201 - Roads and Streets Sub Total	\$37,941.71	\$1,174,800.00	\$1,136,858.29	3.23%
<b>Capital Resealing Projects - Grand Total</b>	<b>\$37,941.71</b>	<b>\$1,174,800.00</b>	<b>\$1,136,858.29</b>	<b>3.23%</b>

# Capital Gravelling Report

## 2019 Financial Year

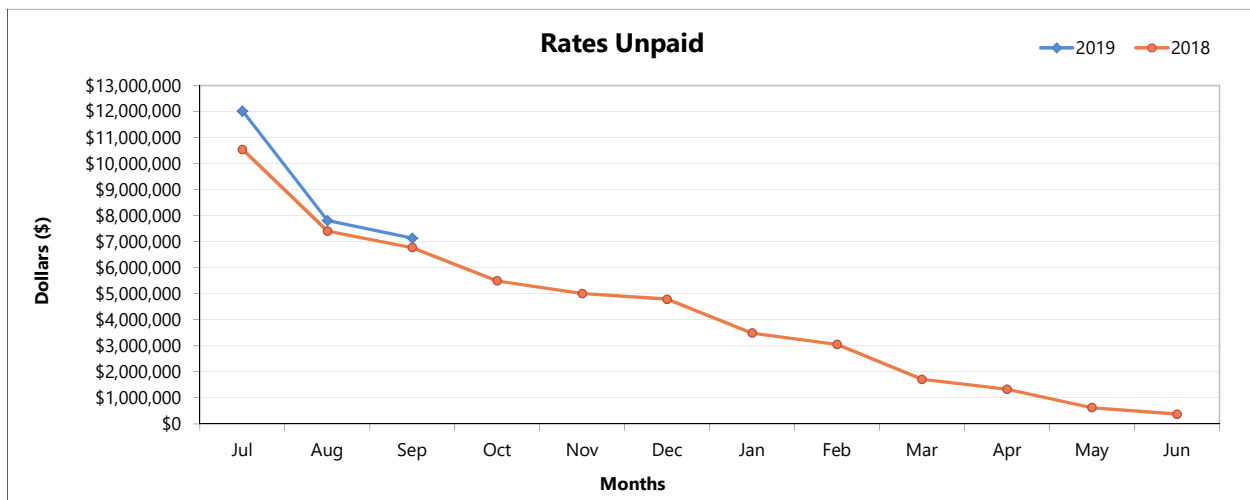


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	<i>Actual Amount</i>	<i>Budget Amount</i>	<i>Variance Amount</i>	<i>Percentage of Budget</i>
<b>Roads Streets and Bridges</b>				
<b>201 - Roads and Streets</b>				
5799 Gravel Resheeting General Budget Alloc	\$0.00	\$210,000.00	\$210,000.00	0.00%
201 - Roads and Streets Sub Total	\$0.00	\$210,000.00	\$210,000.00	0.00%
<b>Capital Gravelling Expenditure Total</b>	<b>\$0.00</b>	<b>\$210,000.00</b>	<b>\$210,000.00</b>	<b>0.00%</b>

## Meander Valley Rates Report as at 30/09/2018

	2019	2018
<b>Rate Balance Carried Forward from previous Year</b>	\$ 377,074	\$ 395,556
<b>2018/19 Rates Raised</b>	\$ 12,424,896	\$ 11,815,853
<b>Interest</b>	\$ 6,355	\$ 12,602
<b>Rates Adjustments</b>	\$ 6,408	\$ 33,324
<b>Payments Received</b>	-\$ 5,677,371	-\$ 5,479,024
<b>Rates Control Account Balance</b>	<u><u>\$ 7,137,362</u></u>	<u><u>\$ 6,778,311</u></u>
<b>% of Rates Unpaid</b>	<b>55.72%</b>	<b>55.45%</b>



## Meander Valley Council Cash Reconciliation as at 30-September-2018

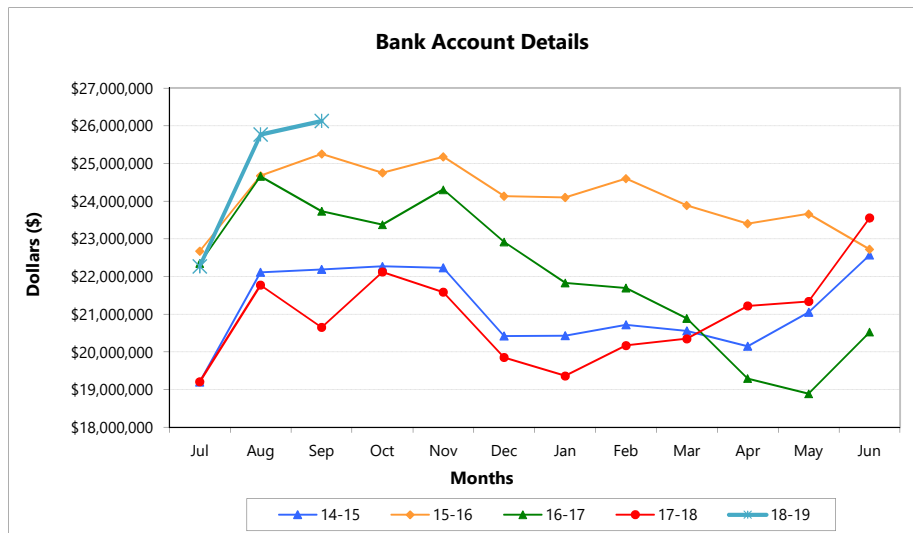
	2018-19	2017-18
<b>Balance Carried Forward from previous Year</b>	\$ 23,554,799	\$ 20,521,466
<b>Add Deposits</b>	\$ 7,622,824	\$ 7,284,803
<b>Less Payments</b>	-\$ 5,050,320	-\$ 7,153,634
<b>Balance as per Bank Account</b>	<b><u>\$ 26,127,303</u></b>	<b><u>\$ 20,652,636</u></b>

Made up of:	Amount	Interest Rate
Cash at Bank	194,447	0.75%
Westpac Bank Cash Management Account	1,382,238	2.00%
Commonwealth Bank at Call Account	100	0.00%
National Bank	1,043,727	2.50%
Westpac Bank	4,000,000	2.57-2.76%
Bendigo Bank	2,237,200	2.60-2.75%
Defence Bank	1,027,516	2.83%
MyState Financial	4,218,713	2.70-2.80%
ME Bank	1,000,000	2.84%
Bankwest	6,016,653	2.15-2.80%
Bank of Us	1,000,000	2.65%
Bank of Sydney	2,006,707	2.72%-2.95%
Bank of Queensland	1,000,000	2.70%
Police Credit Union SA	1,000,000	2.82%

**\$ 26,127,303**

Less expenditure commitments:	
2019 Operating expenditure outstanding	-11,458,921
2019 Capital expenditure outstanding	-13,177,659
Add assets:	
2019 Operating income outstanding	8,140,994
2019 Estimated rate debtors outstanding	7,137,362
Estimated Commonwealth Flood Reimbursement	277,543
Part 5 agreement amounts receivable	822,617
2018 Audited loans receivable	3,600,000
Less liabilities:	
2018 Audited tip rehabilitation	-3,778,271
2018 Audited employee leave provisions	-1,635,470
2018 Audited loans payable	-3,600,000

**Adjusted Cash Balance** **\$ 12,455,498**





Date:

30-September-2018

Institution	Deposit	Rate %	Entered	Due
Bankwest	1,500,000	2.15%	04/09/2018	04/10/2018
National Australia Bank	1,043,727	2.50%	29/10/2017	29/10/2018
Bank of Sydney	1,006,707	2.72%	13/08/2018	12/11/2018
Westpac Bank	1,000,000	2.57%	27/11/2017	27/11/2018
Bankwest	1,000,000	2.60%	03/09/2018	03/12/2018
Bank of Us	1,000,000	2.65%	08/12/2017	07/12/2018
Westpac Bank	1,000,000	2.59%	14/12/2017	14/12/2018
Bendigo Bank	1,237,200	2.60%	15/12/2017	17/12/2018
Police Credit Union SA	1,000,000	2.82%	20/09/2018	14/01/2019
Westpac Bank	1,000,000	2.62%	17/01/2018	17/01/2019
MyState Financial	1,000,000	2.70%	02/03/2018	02/03/2019
Defence Bank	1,027,516	2.83%	08/04/2018	08/04/2019
Bankwest	1,000,000	2.80%	12/07/2018	08/04/2019
Bankwest	1,006,482	2.80%	16/07/2018	12/04/2019
Westpac Bank	1,000,000	2.76%	20/04/2018	23/04/2019
MyState Financial	1,163,713	2.80%	28/08/2018	28/05/2019
MyState Financial	1,027,500	2.80%	12/06/2018	12/06/2019
Bank of Queensland	1,000,000	2.70%	17/09/2018	14/06/2019
MyState Financial	1,027,500	2.80%	15/06/2018	15/06/2019
Bankwest	1,510,171	2.70%	20/09/2018	17/06/2019
ME Bank	1,000,000	2.84%	22/06/2018	24/06/2019
Bank of Sydney	1,000,000	2.95%	29/06/2018	01/07/2019
Bendigo Bank	1,000,000	2.75%	18/07/2018	18/07/2019

**\$ 24,550,517**

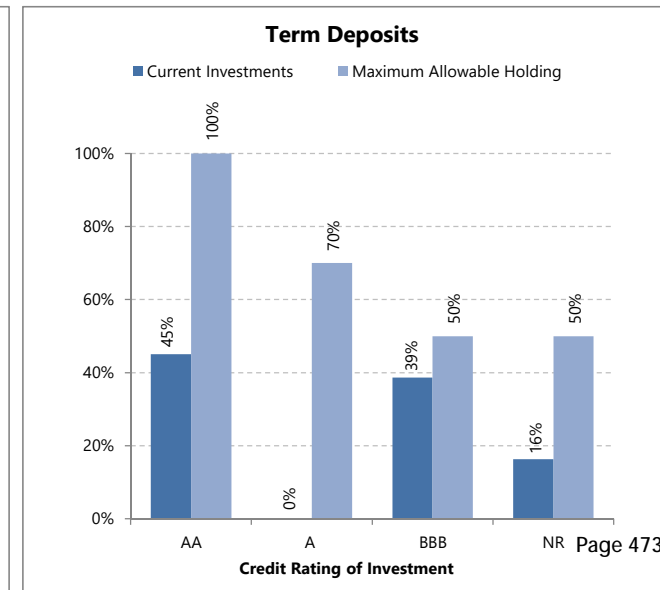
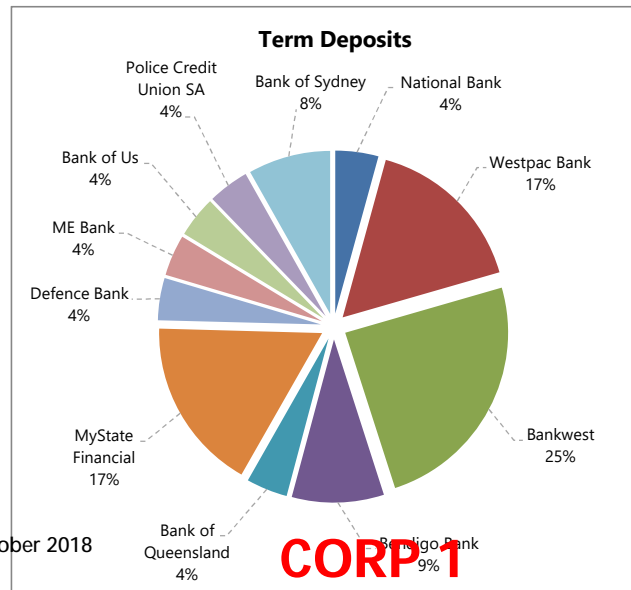
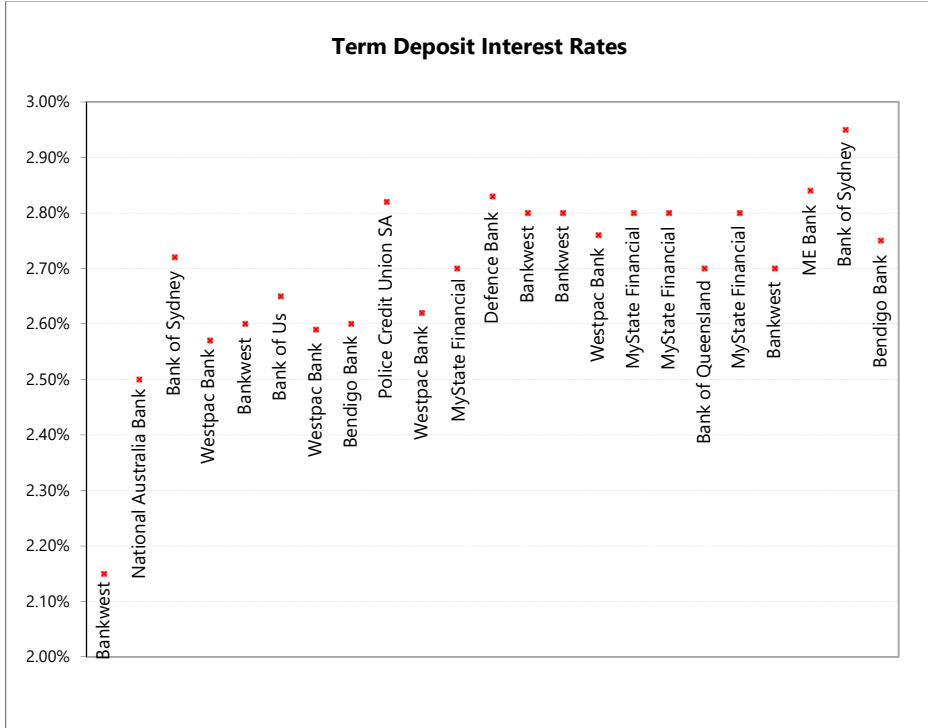
Average Interest Rate

2.70%

**Term Deposits with institutions**

Institution	Credit Rating	Amount
National Bank	AA	1,043,727
Westpac Bank	AA	4,000,000
Bankwest	AA	6,016,653
Bendigo Bank	BBB	2,237,200
Bank of Queensland	BBB	1,000,000
MyState Financial	BBB	4,218,713
Defence Bank	BBB	1,027,516
ME Bank	BBB	1,000,000
Bank of Us	NR	1,000,000
Police Credit Union SA	NR	1,000,000
Bank of Sydney	NR	2,006,707

**\$ 24,550,517**



## **CORP 2     AUDIT REPORT - 2018 FINANCIAL YEAR**

### **1) Introduction**

The purpose of this report is for Council to receive the Delegate of the Auditor-General's independent audit report for the 2018 financial report.

### **2) Background**

Council's financial report was prepared and submitted to the Tasmanian Audit Office on 13 August 2018.

A copy of the Audit report is attached along with the following statements:

- Statement of Comprehensive Income
- Statement of Financial Position
- Statement of Changes in Equity
- Statement of Cash Flows

These are the major statements from the financial report that will appear in Council's annual report for presentation at the Annual General Meeting.

### **3) Strategic/Annual Plan Conformance**

The Annual Plan requires that Council's Financial Report is produced in the September 2018 quarter.

Furthers the objectives of Council's Community Strategic Plan 2014 to 2024:

- Future direction (5) - Innovative leadership and community governance

### **4) Policy Implications**

Not applicable.

### **5) Statutory Requirements**

Section 84 (Financial Statements) of the Local Government Act 1993 applies.

## 6) Risk Management

Not applicable.

## 7) Consultation with State Government and other Authorities

Not applicable.

## 8) Community Consultation

Council's Annual General Meeting provides the opportunity for community comment on the Annual Report and Financial Statements.

## 9) Financial Impact

Not applicable.

## 10) Alternative Options

Not applicable.

## 11) Officers Comments

The Tasmanian Audit Office has found that Council's financial report presents fairly in accordance with the Local Government Act 1993 and Australian Accounting Standards.

The operating activities for the 2018 financial year resulted in a net profit of \$7,205,454 however after removing capital, non-recurrent items and the prepaid Financial Assistance Grant for 2019 (50%) the underlying surplus was \$1,221,411. Council's net assets at 30 June 2018 were \$294,747,392.

A full overview of Council's financial performance will be provided in the 2018 Annual Report.

**AUTHOR:** Justin Marshall  
SENIOR ACCOUNTANT

## 12) Recommendation

***It is recommended that Council receive the Delegate of the Auditor-General's independent audit report on the 2018 Financial Report.***

## **Independent Auditor's Report**

**To the Councillors of Meander Valley Council**

### **Report on the Audit of the Financial Report**

#### **Opinion**

I have audited the financial report of Meander Valley Council (Council), which comprises the statement of financial position as at 30 June 2018 and statements of comprehensive income, changes in equity and cash flows for the year then ended, notes to the financial statements, including a summary of significant accounting policies, other explanatory notes and the statement of certification by the General Manager.

In my opinion the accompanying financial report:

- (a) presents fairly, in all material respects, Council's financial position as at 30 June 2018 and its financial performance and its cash flows for the year then ended
- (b) is in accordance with the *Local Government Act 1993* and Australian Accounting Standards.

#### **Basis for Opinion**

I conducted the audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report. I am independent of Council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

The *Audit Act 2008* further promotes the independence of the Auditor-General. The Auditor-General is the auditor of all Tasmanian public sector entities and can only be removed by Parliament. The Auditor-General may conduct an audit in any way considered appropriate and is not subject to direction by any person about the way in which audit powers are to be exercised. The Auditor-General has for the purposes of conducting an audit, access to all documents and property and can report to Parliament matters which in the Auditor-General's opinion are significant.

My audit responsibility does not extend to the budget figures included in the statement of comprehensive income and the asset renewal funding ratio disclosed in note 43 to the financial report and accordingly, I express no opinion on them. Furthermore, I express no opinion on the General Manager's determination that Council did not have any Significant Business Activities for inclusion in the financial report as required by Section 84(2)(da) of the *Local Government Act 1993*.

...1 of 3

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### **Responsibilities of the General Manager for the Financial Report**

The General Manager is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the *Local Government Act 1993* and for such internal control as determined necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the General Manager is responsible for assessing Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless Council is to be dissolved by an Act of Parliament or the Councillors intend to cease operations, or have no realistic alternative but to do so.

### **Auditor's Responsibilities for the Audit of the Financial Report**

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the General Manager.
- Conclude on the appropriateness of the General Manager's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusion is based on the audit

...2 of 3

evidence obtained up to the date of my auditor's report. However, future events or conditions may cause Council to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the General Manager regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



Stephen Morrison  
**Assistant Auditor-General**  
**Delegate of the Auditor-General**

**Tasmanian Audit Office**

13 September 2018  
Hobart

...3 of 3



**Statement of Comprehensive Income**

	Notes	Budget 2018 \$	Actual 2018 \$	Actual 2017 \$
<b>INCOME FROM CONTINUING OPERATIONS</b>				
<b>Recurrent Income</b>				
Rates and Charges		11,890,600	11,957,560	11,498,671
Interest	3	751,000	894,043	944,238
Reimbursements and Contributions Monetary Assets		309,300	563,092	462,592
User Fees and Charges		1,126,500	1,321,321	1,291,955
Operational Grants	4	2,538,100	4,534,639	6,409,514
Profit on Disposal of Assets	10	-	27,765	-
Investment Revenue from Water Corporation		834,000	834,000	834,000
		<u>17,449,500</u>	<u>20,132,420</u>	<u>21,440,970</u>
<b>Capital &amp; Non-Recurrent Income</b>				
Capital Grants	4	1,928,000	2,396,861	2,315,232
Natural Disaster Relief Funding	4	1,806,500	3,180,466	-
Subdivision Assets Taken Over		300,000	837,143	411,860
Contributions Non-Monetary Assets		-	-	678,167
Insurance Claim Natural Disaster Affected Assets		-	-	226,772
Reassessment of Provision for Tip Rehabilitation	34	-	-	287,838
		<u>4,034,500</u>	<u>6,414,470</u>	<u>3,919,869</u>
<b>TOTAL INCOME FROM CONTINUING OPERATIONS</b>		<b>21,484,000</b>	<b>26,546,890</b>	<b>25,360,839</b>
<b>EXPENSES FROM CONTINUING OPERATIONS</b>				
<b>Recurrent Expenditure</b>				
Employee Costs	5	6,486,100	6,303,149	6,252,426
Materials and Contracts	6	7,566,800	7,177,458	6,115,274
Depreciation and Amortisation	7	5,052,000	4,931,099	4,722,886
Finance Costs	8	241,300	313,324	236,495
Other Expenses	9	150,200	136,189	137,638
Loss on Disposal of Assets	10	100,000	-	371,413
		<u>19,596,400</u>	<u>18,861,219</u>	<u>17,836,132</u>
<b>Capital &amp; Non-Recurrent Expenditure</b>				
Redundancy Program	5	-	-	205,648
Disaster Recovery Remediation Costs		-	83,095	417,651
Derecognition of Flood Affected Assets	10	-	-	84,480
Construction Contracts	11	-	397,122	-
		<u>-</u>	<u>480,217</u>	<u>707,779</u>
<b>TOTAL EXPENSES FROM CONTINUING OPERATIONS</b>		<b>19,596,400</b>	<b>19,341,436</b>	<b>18,543,911</b>
<b>OPERATING RESULT FROM CONTINUING OPERATIONS</b>	2(a)	<b>1,887,600</b>	<b>7,205,454</b>	<b>6,816,928</b>
<b>OPERATING RESULT FROM DISCONTINUED OPERATIONS</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>NET OPERATING RESULT FOR THE YEAR</b>		<b>1,887,600</b>	<b>7,205,454</b>	<b>6,816,928</b>



## Statement of Comprehensive Income (Cont.)

	Notes	Budget 2018 \$	Actual 2018 \$	Actual 2017 \$
<b>OTHER COMPREHENSIVE INCOME</b>				
<b>Items that may be reclassified subsequently to surplus or deficit</b>				
Financial Assets Available for Sale Reserve				
Fair Value Adjustment on Available for Sale Assets	18	-	621,281	311,990
<b>Items that will not be reclassified to surplus or deficit</b>				
Revaluation Increment/(Decrement) for Land	35	-	725,966	-
Revaluation Increment/(Decrement) for Buildings	35	-	-	493,499
Revaluation Increment/(Decrement) for Stormwater	35	-	-	1,628,576
Revaluation Increment/(Decrement) for Bridges	35	-	2,354,412	-
<b>TOTAL OTHER COMPREHENSIVE INCOME</b>		-	3,701,659	2,434,065
<b>TOTAL COMPREHENSIVE RESULT</b>		1,887,600	10,907,113	9,250,993





**Statement of Financial Position**

	Notes	Actual 2018 \$	Actual 2017 \$
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents		10,459,360	10,530,013
Trade and Other Receivables	13	739,042	911,753
Financial Assets	14	13,363,443	10,253,013
Other	15	261,949	309,397
<b>Total Current Assets</b>	2(b)	<b>24,823,794</b>	<b>22,004,176</b>
<b>NON-CURRENT ASSETS</b>			
Investment in Water Corporation	18	48,489,573	47,868,292
Loans and Other Receivables	19	4,570,875	5,036,500
Work in Progress	20	727,656	2,804,736
Land	21	8,518,455	7,792,489
Land Under Roads	22	26,169,270	26,119,018
Land Improvements	23	6,889,787	7,036,509
Buildings	24	18,640,034	18,651,178
Roads and Streets	25	116,221,404	113,055,378
Bridges	26	26,771,637	21,879,435
Stormwater	27	19,770,109	19,393,632
Plant and Equipment	28	3,245,770	2,977,094
Heritage	29	20,046	20,329
Computer Software	30	78,405	64,872
Valuations	31	29,626	59,172
<b>Total Non-Current Assets</b>	2(b)	<b>280,142,647</b>	<b>272,758,634</b>
<b>TOTAL ASSETS</b>		<b>304,966,441</b>	<b>294,762,810</b>
<b>CURRENT LIABILITIES</b>			
Trade and Other Payables	16	1,270,807	2,103,077
Provisions	17	1,324,411	1,306,364
<b>Total Current Liabilities</b>		<b>2,595,218</b>	<b>3,409,441</b>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	33	3,600,000	3,600,000
Provisions	34	4,023,831	3,913,090
<b>Total Non-Current Liabilities</b>		<b>7,623,831</b>	<b>7,513,090</b>
<b>TOTAL LIABILITIES</b>		<b>10,219,049</b>	<b>10,922,531</b>
<b>NET ASSETS</b>		<b>294,747,392</b>	<b>283,840,279</b>
<b>EQUITY</b>			
Accumulated Surplus		209,522,707	202,317,253
Reserves	35	85,224,685	81,523,026
<b>TOTAL EQUITY</b>		<b>294,747,392</b>	<b>283,840,279</b>



**Statement of Changes in Equity**

2018	Notes	Total	Accumulated	Asset	Fair Value
		2018	Surplus	Revaluation	Reserve
		\$	\$	\$	\$
<b>Balance at beginning of the financial year</b>		283,840,279	202,317,253	85,341,809	(3,818,783)
Surplus/(Deficit) for the year		7,205,454	7,205,454	-	-
Other Comprehensive Income:					
Fair Value adjustment to Investment in Water Corp.	18	621,281	-	-	621,281
Net asset revaluation increment/(decrement)	35	3,080,378	-	3,080,378	-
<b>Balance at the end of the financial year</b>		<b>294,747,392</b>	<b>209,522,707</b>	<b>88,422,187</b>	<b>(3,197,502)</b>

2017		Total	Accumulated	Asset	Fair Value
		2017	Surplus	Revaluation	Reserve
		\$	\$	\$	\$
<b>Balance at beginning of the financial year</b>		274,589,286	195,500,325	83,219,734	(4,130,773)
Surplus/(Deficit) for the year		6,816,928	6,816,928	-	-
Other Comprehensive Income:					
Fair Value adjustment to Investment in Water Corp.	18	311,990	-	-	311,990
Net asset revaluation increment/(decrement)	35	2,122,075	-	2,122,075	-
<b>Balance at the end of the financial year</b>		<b>283,840,279</b>	<b>202,317,253</b>	<b>85,341,809</b>	<b>(3,818,783)</b>



## Statement of Cash Flows

	Notes	Actual 2018 \$ Inflows (Outflows)	Actual 2017 \$ Inflows (Outflows)
<b>Cash Flows from Operating Activities</b>			
<b>Receipts</b>			
Rates and Charges		11,952,840	11,419,886
Interest		776,185	873,970
Reimbursements and Contributions		563,092	462,592
User Fees and Charges		1,767,697	1,383,982
Operational Grants		4,534,639	6,409,514
Distributions from Water Corporation		834,000	834,000
Refunds from Australian Tax Office		1,195,447	1,449,259
		21,623,900	22,833,203
<b>Payments</b>			
Employee Costs		(6,673,486)	(6,495,884)
Materials and Contracts		(9,597,374)	(7,539,262)
Other Expenses		(136,189)	(137,638)
		(16,407,049)	(14,172,784)
<b>Net cash provided by Operating Activities</b>	39	5,216,851	8,660,419
<b>Cash Flows from Investing Activities</b>			
<b>Proceeds from</b>			
Sale of Property, Plant and Equipment		208,092	215,965
Insurance Claim Natural Disaster Affected Assets		-	226,772
Loaned Funds Repayments		542,856	469,589
Capital Grants		5,577,327	2,315,232
		6,328,275	3,227,558
<b>Payments for</b>			
Property, Plant and Equipment		(8,422,254)	(13,645,536)
Disaster Recovery Remediation Costs		(83,095)	(417,651)
Investments		(3,110,430)	3,017,268
		(11,615,779)	(11,045,919)
<b>Net cash used in Investing Activities</b>		(5,287,504)	(7,818,361)
Net Increase/(Decrease) in cash held		(70,653)	842,058
Cash at the beginning of the year		10,530,013	9,687,955
<b>Cash and Cash Equivalents at end of the financial year</b>	12	10,459,360	10,530,013

## **CORP 3 POLICY REVIEW – NO.68 WRITING OFF DEBTS**

### **1) Introduction**

The purpose of this report is for Council to review Policy No.68 – Writing off Debts.

### **2) Background**

Council has delegations to the General Manager under Section 22 of the Local Government Act 1993 (the Act). One of these delegations is writing off debts owed to Council. The General Manager has sub-delegated this power to the Director Corporate Services.

Under Section 22(2) of the Act, the Council can only delegate this power on the condition that it has determined an appropriate policy and procedure.

Policy No.68 was developed to ensure Council's delegation complied with the Act and there is consistency when implementing the delegation.

### **3) Strategic/Annual Plan Conformance**

The Annual Plan requires that Policy No.68 is to be reviewed in the December 2018 quarter.

### **4) Policy Implications**

The process of policy review will ensure that policies are kept up to date and appropriate.

### **5) Statutory Requirements**

Section 22(2) of the Local Government Act 1993 applies.

### **6) Risk Management**

This Policy ensures that debt management delegations are compliant with the Local Government Act 1993.

### **7) Consultation with State Government and other Authorities**

Not applicable.

## 8) Community Consultation

Not applicable.

## 9) Financial Impact

Council's debt recovery systems are designed to ensure that outstanding financial commitments are followed up in an efficient manner. There is a small number of occasions where debts have needed to be written off as the cost of attempting to recover the debt would exceed the debt owed and there is little likelihood of recovering the debt.

## 10) Alternative Options

Council can amend the Policy.

## 11) Officers Comments

Writing off debts owed to Council is delegated by Council to the General Manager. The policy has operated effectively since being introduced in 2006.

The Policy is required for writing off minor debts where deemed necessary. Debts written off are reported back to Council annually in the briefing reports. In 2017-18 three sundry debtors were written off. The policy is necessary but fortunately not utilised often. The most common write off is interest on overdue rates, generally small amounts under \$2. A change to clause 4(b) and introduction of clause 4(c)(iv) are designed to better reflect the occasions where the policy needs to be applied.

The policy was presented at the Audit Panel meeting on 25 September 2018 and Council workshop on 25 September 2018 with no suggested changes.

**AUTHOR:** Jonathan Harmey  
DIRECTOR CORPORATE SERVICES

## 12) Recommendation

***It is recommended that Council confirm the continuation of Policy No. 68 Writing off Debts as follows:***

# POLICY MANUAL

**Policy Number: 68**

## **Writing Off Debts**

**Purpose:**

To meet the requirements of section 22(2)(ba) of the Local Government Act 1993 by describing the circumstances and procedure for writing off bad debts.

**Department:**

Corporate Services

**Author:**

Malcolm Salter, Jonathan Harmey, Director

**Council Meeting Date:**

10 November 2015 9 October 2018

**Minute Number:**

448/2015

**Next Review Date:**

October 2018 2022

## POLICY

### **1. Definitions**

Property Debts - are debts charged against a property

Sundry Debts - are debts that are not charged against a property

Bad Debt - is where difficulty is experienced in recovering a debt and there comes a point where it is inappropriate and overly expensive to pursue recovery further. a debt that is no longer considered recoverable and the debtor will not be pursued further.

### **2. Objective**

To improve administrative efficiency by enabling the power to write off bad debt to be delegated to the General Manager or his their delegated officer to write off bad debts.

### **3. Scope**

This policy applies to the General Manager or his delegated officer.

#### **4. Policy**

A Bad Debt, whether Property or Sundry, may be written off by the General Manager or his delegated officer where:

- (a) The debt is equal to or less than \$2,000; and
- (b) A reasonable effort has been made to recover the debt (with the exception of clause 4(c)(iv)); and
- (c) The cost of attempting to recover the debt would exceed the debt owed to Council and there is little likelihood of recovering the debt because:
  - i. The debtor cannot be located; or
  - ii. The debtor is not in a financial position to be able to garnishee their income; or
  - iii. The debtor has no assets that may be recovered in lieu of the debt; or
  - iv. Interest has been accrued on a Property Debt through an administrative error by the Tasmanian Government, property conveyancer or Council officer.

A briefing report for the information of Council shall be provided annually by the General Manager detailing each write off of a bad debt under delegation indicating:

- The value of the debt
- The type of debt
- How long it has been outstanding
- The actions that have been taken to attempt to recover the debt
- The reasons for writing off the debt

Any bad Debts of over \$2,000 will be referred to Council for decision.

#### **5. Legislation & Related Council Policies**

Local Government Act 1993

#### **6. Responsibility**

Responsibility for the operation of this policy rests with the General Manager Director Corporate Services.

### **DECISION:**

## **CORP 4 REQUEST FOR REMISSION OF THE 2018-19 RATES AND CHARGES ON 152 AND 154 BLACKSTONE ROAD, BLACKSTONE HEIGHTS**

### **1) Introduction**

The purpose of this report is for Council to consider a request from the owner of 152 and 154 Blackstone Road, Blackstone Heights for a remission of the 2018-19 rates and charges levied on the two properties that continue to be affected by landslip.

### **2) Background**

In July 2014 a landslip event occurred at the front of the properties at 152 and 154 Blackstone Road, Blackstone Heights. As a result of this event Council commissioned an assessment of the sites and the potential risk to the residents of the affected properties.

The assessment concluded that there was risk of further landslip activity and recommended the evacuation of residents of 152 and 154 Blackstone Road and ongoing monitoring of landslip activity. The residents were issued an emergency order to cease occupation on 12 August 2014. The notice is still in force and the properties remain unoccupied. The property owner has not taken sufficient actions to have the emergency order lifted.

When considering the ongoing management of the landslip at the affected properties at its November 2014 meeting, Council decided to provide a pro-rata rate remission from the date of the notice to vacate for the General Rate (subject to applying the Minimum Amount of \$135) and the Waste Management service charge for 2014-15. Council considered a request from the property owner again at the June 2016 meeting and decided to provide a rate remission (subject to applying the Minimum Amount of \$135) and the Waste Management service charge for 2015-16. Council considered a request from the property owner again at the June 2017 meeting and decided to provide a rate remission (subject to applying the Minimum Amount of \$135) and the Waste Management service charge for 2016-17. Council considered a request from the property owner again at the September 2017 meeting and decided to provide a rate remission (subject to applying the Minimum Amount of \$135) and the Waste Management service charge for 2017-18. The State Government Fire Levy was not



remitted on each occasion as Council is required to pay this amount to the State Fire Commission.

The rates remissions previously provided to the property owner is summarised as follows:

<b>Financial Year</b>	<b>Rates Remission</b>
2014-15	\$1,806 (pro-rata)
2015-16	\$2,148
2016-17	\$2,228
2017-18	\$2,341

The owner of 152 and 154 Blackstone Road has written to Council requesting rate remissions on the properties for the 2018-19 financial year (refer to the attached letter).

### **3) Strategic/Annual Plan Conformance**

Not applicable.

### **4) Policy Implications**

Not Applicable.

### **5) Statutory Requirements**

Rate remissions may be granted by absolute majority in accordance with Section 129 of the Local Government Act 1993.

### **6) Risk Management**

Not applicable.

### **7) Consultation with State Government and other Authorities**

Not applicable.

### **8) Community Consultation**

Not applicable.

## 9) Financial Impact

The proposed rate remissions, if granted, will reduce Council revenue. The 2018-19 rates and charges for the properties are as follows:

Property	General Rates	Fire Levy	Waste Charges	Total Revenue
1/152 Blackstone Rd	783.13	180.94	52.00	1,016.07
2/152 Blackstone Rd	783.13	180.94	52.00	1,016.07
154 Blackstone Rd	1,130.40	261.18	52.00	1,443.58
<b>Total</b>	<b>2,696.66</b>	<b>261.18</b>	<b>156.00</b>	<b>3,475.72</b>

## 10) Alternative Options

Council can provide a partial or no rate remission for the General Rate and Waste Management charge.

## 11) Officers Comments

Section 129 of the Local Government Act 1993 allows Council, by absolute majority to grant a remission of any rates payable by a rate payer. Until the engineering issues are resolved and the structural integrity of the dwellings restored, the properties need to remain unoccupied.

It is noted that some adjoining properties affected by the Blackstone Heights landslip have completed rectification works and had the emergency order to cease occupation revoked. Rates remissions have been provided for 152 and 154 Blackstone Road by Council since August 2014 and if the current request is approved then four years and eleven months will have been covered by some rates remission. It is recommended that Council advise the property owner that while requests for rates remissions in the future can be received it is preferred that action be taken by the property owner to return the two properties to a condition where the emergency order to cease occupation can be revoked.

It is recommended that Council grants a remission of the General Rate (subject to applying the Minimum Amount of \$135) and the Waste Management service charge for 152 and 154 Blackstone Road totalling \$2,447.66. Council sets a minimum amount payable in respect of the General Rate to ensure that all rateable properties make a base contribution to the cost of administering council's activities and maintaining the services and physical infrastructure that supports each property. A remission of the

Fire Levy is not recommended as Council is required to pay this amount to the State Fire Commission.

**AUTHOR:** Jonathan Harmey  
DIRECTOR CORPORATE SERVICES

## **12) Recommendation**

***It is recommended that Council grants a rate remission for the General Rate (subject to applying the Minimum Amount of \$135) and Waste Management charge for 2018-19 under Section 129 of the Local Government Act 1993 to the following properties:***

- ***Unit 1/152 Blackstone Road, Blackstone Heights***
- ***Unit 2/152 Blackstone Road, Blackstone Heights***
- ***154 Blackstone Road, Blackstone Heights***

## **DECISION:**

**E. M. GRIFFITHS**

**P.O. Box 135**

**Trentham Vic 3458**

Ph: (03) 5424 1377 / (03) 5424 1433

Fax: (03) 5424 1599

Email: [stanshield@bigpond.com](mailto:stanshield@bigpond.com)

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Via Email: [mail@mvc.tas.gov.au](mailto:mail@mvc.tas.gov.au)

11 September 2018

Meander Valley Council  
P.O. Box 102  
Westbury Tas 7303

Dear Sir/Madam,


**Re: Request for Rates (2019) Remission – 152 & 154 Blackstone Road, Blackstone Heights**

We are currently working on the process of rehabilitating the above properties.

You would be fully aware that the units at 152 Blackstone Road are uninhabitable; and that the evacuation order on 154 Blackstone Road has not been lifted.

In light of the circumstances I respectfully request a Rate remission for the above properties for the 2018/2019 financial year.

Yours sincerely,



*E. Griffiths*  
Eva Griffiths.

# **INFRA 1 DIVESTMENT OF COUNCIL PROPERTIES**

## **1) Introduction**

The purpose of this report is for Council to consider the divestment of the following Council properties at 6-8 Emu Bay Road, Deloraine (CT:162910/1); 333 Westbury Road, Prospect Vale (CT:143357/1); and 35 William Street, Westbury (CT:219994/1).

## **2) Background**

Council owns a number of properties that are not classified as "Public" under the Local Government Act 1993 and are considered by Officers to be surplus to Council's current and long term needs.

Of the three (3) properties in question, 6-8 Emu Bay Road in Deloraine (CT:162910/1) is the only property containing commercial premises. The current tenancy is made up of Service Tasmania, Meander Valley Financial Service, and the Department of Education (Deloraine Library Literacy Office). The office previously tenanted by Greg Hall MLC is currently vacant.

The property at 333 Westbury Road in Prospect Vale (CT:143357/1), contains a residential dwelling and was purchased in November 2014 as part of the Westbury Road-Vale Street intersection roundabout project. The roundabout project was completed and the property is currently leased through Bushby Real Estate until approximately February 2019.

The property located at 35 William Street in Westbury (CT:219994/1), contains a residential dwelling and was purchased in November 2015 with the intention of being "land banked" for incorporation into the potential future development of a commercial hub within Westbury. This was predicated in part on the establishment of a new supermarket on the corner of William Street and Meander Valley Road. Council currently manages the lease for this property.

## **3) Strategic/Annual Plan Conformance**

Further the objectives of the Council's Community Strategic Plan 2014 to 2024:

- Future Direction (5): Innovative leadership and community governance

#### **4) Policy Implications**

Not applicable.

#### **5) Statutory Requirements**

Section 177 Sale and disposal of land under the Local Government Act 1993 applies. A decision to sell land by Council under Section 177 must be carried by an absolute majority.

#### **6) Risk Management**

Not applicable.

#### **7) Consultation with State Government and other Authorities**

Not applicable.

#### **8) Community Consultation**

Not applicable.

#### **9) Financial Impact**

The following table details the current income and expenditure for each property.

Property	Estimated Income 2017/2018	Estimated Expenditure 2017/2018	Net Profit to Council 2017/2018
6-8 Emu Bay Road, Deloraine	\$18,368	\$17,206	\$1,162
333 Westbury Road, Westbury	\$15,310	\$15,831	-\$521
35 William Street, Westbury	\$11,960	\$9,369	\$2,591

Before Council sells the properties, a valuation will be obtained to better understand the market value.

#### **10) Alternative Options**

Council could elect not to sell any or all of these properties.

## 11) Officers Comments

Information concerning the divestment of Council properties was presented to Council for discussion at the workshop on 28 August 2018.

### **6-8 Emu Bay Road, Deloraine (CT:162910/1)**

This property is surplus to Council's needs and no strategic plan for this building was identified during the Deloraine ODP project. This property was originally identified for sale approximately 8 years ago with a project included in Council's Capital Works program (FY10/11). The sale did not progress at the time due to various considerations around the cost and responsibility to upgrade the building concerning fire separation, and also protracted lease agreement negotiations with Service Tas.

The zoning for the land is General Business.



Aerial photo 1 : 6-8 Emu Bay Road

### **333 Westbury Road, Prospect Vale (CT:143357/1)**

This property is surplus to Council's needs and there was no strategic project for this land identified in the Prospect Vale Blackstone Heights Structure Plan.

The zoning for the land is General Residential.



Aerial photo 2 : 333 Westbury Road

**35 William Street, Westbury (CT:219994/1)**

Since the purchase of this property, there has been no further progress toward a commercial hub in this location. a building permit has recently been issued for the construction of the new IGA supermarket at 45 Meander Valley Road, Westbury.

The zoning for the land is Urban Mixed Use.





Aerial photo 3 : 35 William Street

Title plans for the above three properties are attached to this report.

The proceeds from the sale of the properties are recommended to be applied to new or upgraded property development projects in line with Council's strategic documents and to be determined by Council as part of future capital works considerations.

**AUTHOR** Kris Eade  
PROPERTY MANAGEMENT OFFICER  
and  
Dino De Paoli  
DIRECTOR INFRASTRUCTURE SERVICES


## 12) Recommendation

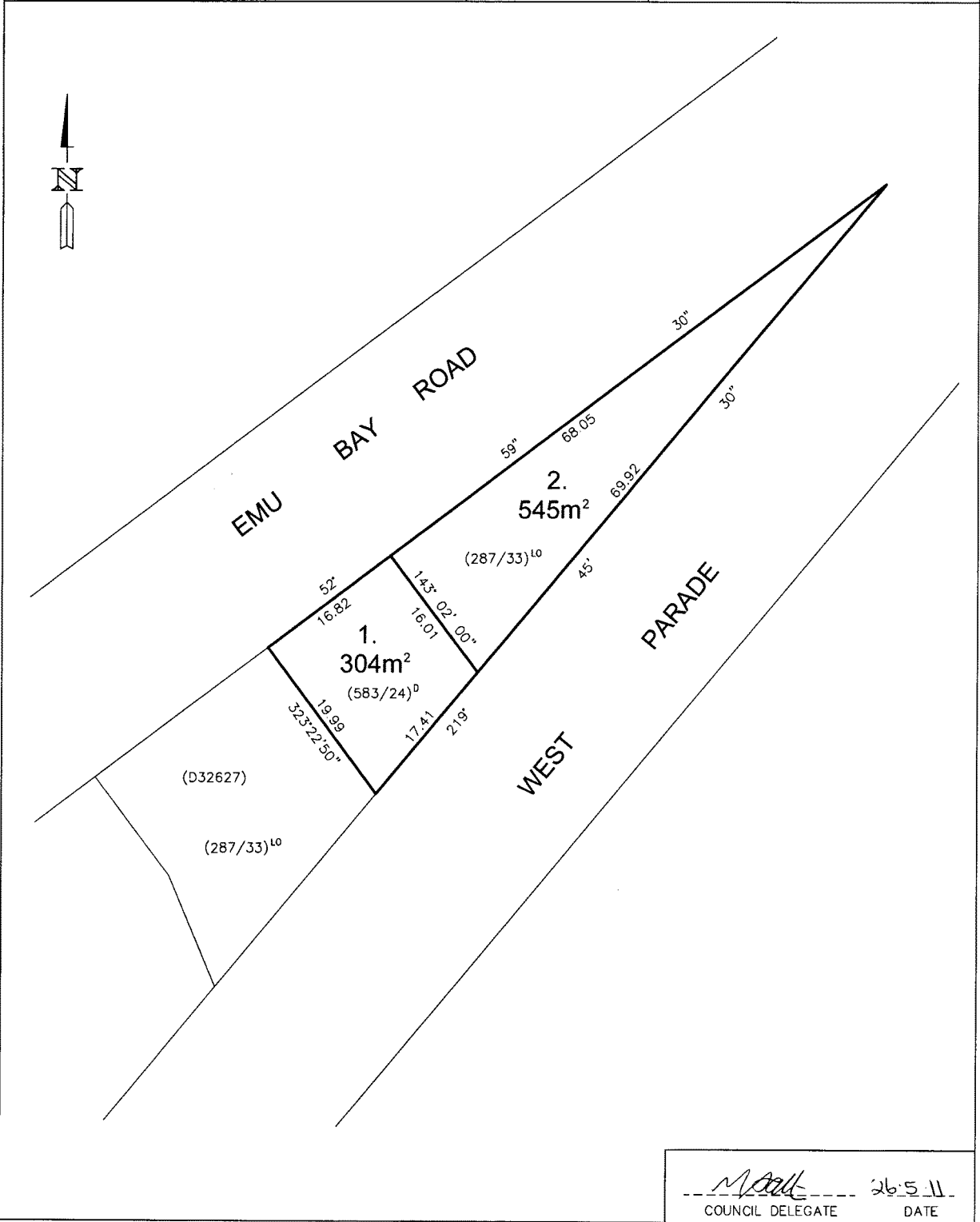
***It is recommended that Council proceed with divestment under Section 177 of the Local Government Act 1993 and approve the General Manager to enter into contracts of sale for the following properties;***

**1) 6-8 Emu Bay Road, Deloraine (CT:162910/1)**

- 2) *333 Westbury Road, Prospect Vale (CT:143357/1)*
- 3) *35 William Street, Westbury (CT:219994/1)*

**DECISION:** (by an absolute majority)

OWNER MEANDER VALLEY COUNCIL		<b>PLAN OF SURVEY</b>		REGISTERED NUMBER
FOLIO REFERENCE C.T. 86636-1 C.T. 252654-1				BY SURVEYOR R.V. TAIT. BULLOCK CONSULTING
GRANTEE PART OF LOT 33113 0 <sup>A</sup> 0 <sup>R</sup> 25 1/10 <sup>P</sup> WHOLE OF LOT 33114 0 <sup>A</sup> 0 <sup>R</sup> 29 1/10 <sup>P</sup> WHOLE OF LOT 33115 0 <sup>A</sup> 0 <sup>R</sup> 2 1/10 <sup>P</sup> GRANTED TO THE COMMONWEALTH OF AUSTRALIA		LOCATION		APPROVED 21 MAY 2012 EFFECTIVE FROM
		TOWN OF DELORAINÉ (SEC. A)		<i>Alice Kawa</i> Recorder of Titles
MAPSHEET MUNICIPAL CODE No 121 (4640-43)		LAST UPI No GVV55, GVV10	LAST PLAN 583/24 D No P252654	ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN

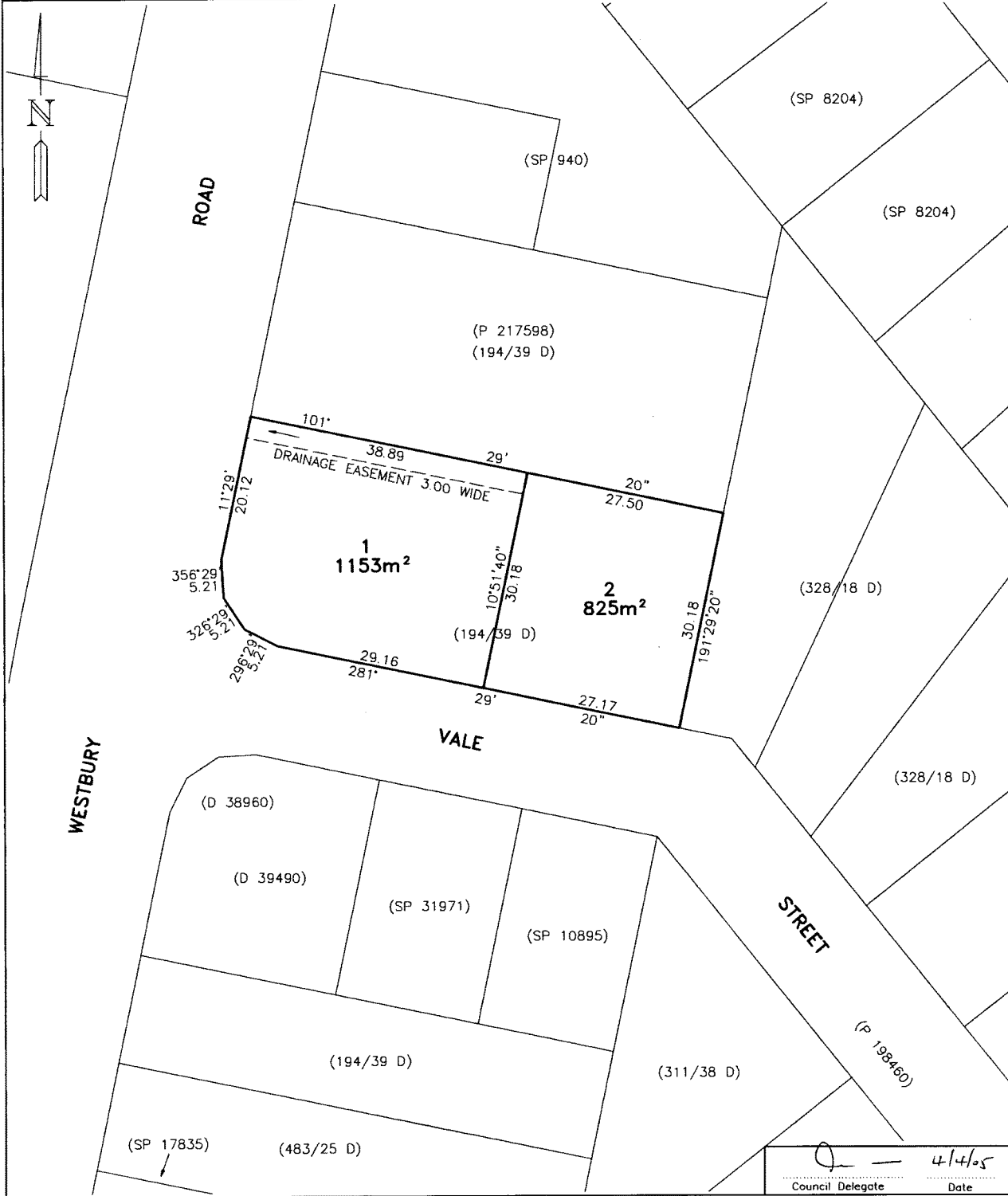


*M. Oull* 26.5.11  
COUNCIL DELEGATE DATE

**INFRA 1**

OWNER RAYMOND WALTER JOHNSTONE  FOLIO REFERENCE 218082-3  GRANTEE 107971 PART OF 312a-3r-25p GTD TO HENRY BURROWS	<b>PLAN OF SURVEY</b>  BY SURVEYOR C.J.COHEN OF COHEN & ASSOCIATES PTY LTD, LAUNCESTON  LOCATION <b>TOWN OF PROSPECT VALE</b>  SCALE 1 : 500      LENGTHS IN METRES	REGISTERED NUMBER <b>SP143357</b>
		APPROVED EFFECTIVE FROM 26 MAY 2005  <i>Alice Kawa</i> Recorder of Titles

MAPSHEET MUNICIPAL CODE No 121 (504D-23)	LAST UPI No 6502068	LAST PLAN No P 218082	ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN
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*[Signature]* 4/4/05  
 Council Delegate      Date

74/49 (4887) 8-12-04

**INFRA 1**

ORIGINAL - NOT TO BE REMOVED FROM TITLES OFFICE

R.P. 1469  
**TASMANIA**  
REAL PROPERTY ACT, 1862, as amended  
  
NOTE—REGISTERED FOR OFFICE  
CONVENIENCE TO REPLACE



CERTIFICATE OF TITLE

Register Book  
Vol. Fol.  
2708 67

Cert. of Title Vol. 462 Fol. 92

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

*[Signature]*  
Recorder of Titles.



DESCRIPTION OF LAND

TOWN OF WESTBURY  
ONE ROOD AND TWENTY SIX PERCHES on the Plan hereon

FIRST SCHEDULE (Continued overleaf)

ALFRED ERNEST LEE of Westbury, Railway Fetter and  
MURIEL JEAN LEE his Wife

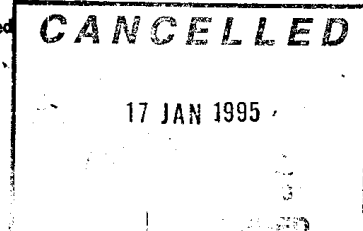
SECOND SCHEDULE (Continued overleaf)

NO. A232806 MORTGAGE to Director of War Service Homes  
Registered 26th October, 1965 at Noon  
(Sgd.) A. IMLACH  
Recorder of Titles.

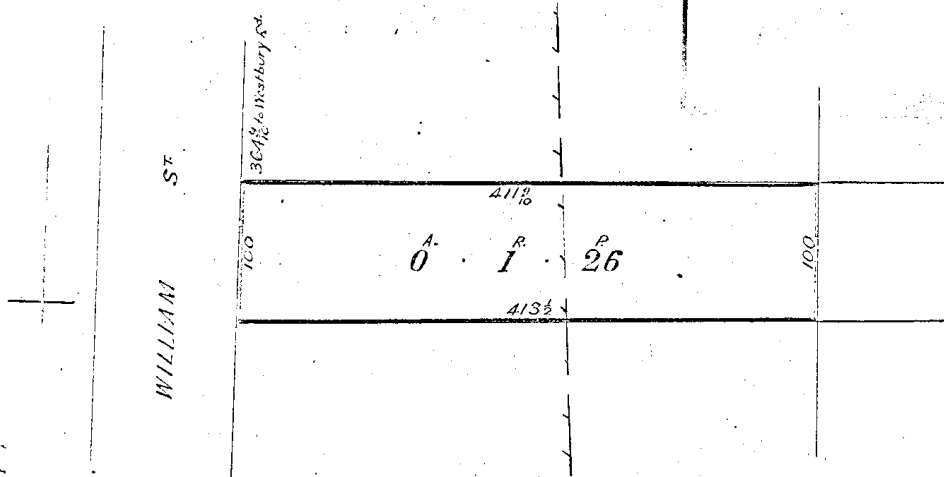
DISCHARGED B45879 (13.5.1986)  
*[Signature]*  
Acting Recorder of Titles.

REGISTERED NUMBER  
**219994**

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



NOTE—ENTRIES CANCELLED UNDER SIGNATURE OF THE RECORDER OF TITLES ARE NO LONGER SUBSISTING.



Part of 7A-1R-19Ps. Gtd. to R.R. Davies & anr. Meas. in Links 122/10D  
FIRST Edition. Registered **30 JUN 1970**  
Derived from C.T. Vol. 462 Fol. 92 Transfer A218199 I. M. Gelston

**INFRA 1**

## **ITEMS FOR CLOSED SECTION OF THE MEETING:**

Councillor xx moved and Councillor xx seconded ***“that pursuant to Regulation 15(2)(g) of the Local Government (Meeting Procedures) Regulations 2015, Council close the meeting to the public to discuss the following items.”***

### **GOV 9 CONFIRMATION OF MINUTES**

Confirmation of Minutes of the Closed Session of the Ordinary Council Meeting held on 11 September, 2018.

### **GOV 10 LEAVE OF ABSENCE**

(Reference Part 2 Regulation 15(2)(h) Local Government (Meeting Procedures) Regulations 2015)

### **GOV 11 GENERAL MANAGERS PERFORMANCE REVIEW**

(Reference Part 2, Regulation 15(2)(g) Local Government (Meeting Procedures) Regulations 2015.

The meeting moved into Closed Session at x.xxpm

The meeting re-opened to the public at x.xxpm

Cr xxx moved and Cr xxx seconded ***“that the following decisions were taken by Council in Closed Session and are to be released for the public’s information.”***

The meeting closed at .....

.....

CRAIG PERKINS (MAYOR)