



Meander Valley Council
Working Together

ORDINARY AGENDA

COUNCIL MEETING

Tuesday 11 February 2020

MEETING CONDUCT

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.
- Council staff will ensure that all visitors have signed the Visitor Book.
- Visitors may not use a recording device (audio, video and still camera equipment or mobile phone capable of recording speech) at a Council Meeting without the prior permission of the Chairperson. Council reserves the right to revoke permission at any time. A request to the Chairperson must advise the express purpose for any recording. Unless expressly stated otherwise, Meander Valley Council claims copyright ownership of the content of any recordings (the "Recordings"). The Recordings may not be uploaded, displayed or reproduced without the written permission of the General Manager for the express purpose advised to the Chairperson.
- Any requests to use a recording device at a Council Meeting, along with the express purpose for the recording, can be directed to the General Manager, 26 Lyall Street, Westbury TAS 7303.
- Any persons found recording without authority 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.
- Visitors are only allowed to address Council with the permission of the Chairperson.
- When addressing Council, the speaker will not use offensive or threatening language, personal insults or inappropriate behaviour.
- If any Councillor at the meeting feels offended in any way by any such behaviour specified above, they should immediately bring the behaviour to the notice of the Chairperson by the way of a point of order.

- A visitor, who disrupts a meeting by interjecting during the meeting or using 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.
- 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.
- Once the visitor has left the building the Chairperson may resume the meeting.
- A member of the public will leave a Closed Meeting unless invited to remain.
- Visitors who refuse to abide by these rules will be asked to leave the meeting by the Chairperson.

SECURITY PROCEDURES

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.



Meander Valley Council
Working Together

PO Box 102, Westbury,
Tasmania, 7303

Notice is hereby given that an Ordinary Meeting of the Meander Valley Council will be held at the Westbury Council Chambers, 26 Lyall Street, Westbury, on **Tuesday 11 February, commencing at 4.00pm.**

In accordance with Section 65 of the *Local Government Act 1993*, I certify that with respect to all advice, information or recommendations 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.

John Jordan
GENERAL MANAGER

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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 11 February 2020 at 4.00pm.

Business is to be conducted at this meeting in the order in which it is set out in this agenda, unless the Council by Absolute Majority determines otherwise.

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 21 January 2020, be received and confirmed.”***

COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING

Date	Items discussed:
28 January 2020	<ul style="list-style-type: none">• TEER Partnership Report 2019 & Draft Agreement 2020-2024• Community Forums 2020• Draft Meander Valley Local Provision Schedule – Notification Delegation• Asset Management Document Review• Deloraine Squash Courts Project• Future of Meander Valley Council Landfill sites• Deloraine Football Club building maintenance• Greater Launceston Transport Vision• Code of Conduct Review• Council External Media Support & Options• Elected Members ‘Pop Up’ facilitation• Recording of Council Meetings

ANNOUNCEMENTS BY THE MAYOR

22 January 2020

Meeting with property developers - Westbury

24 January 2020

Australia Day Event – Country Club Tasmania

26 January 2020

Chudleigh Hall Australia Day Breakfast

5 February 2020

Independent Review of the Queensland Fruit Fly Response Workshop – Prospect
TasWater Quarterly Meeting – Launceston

ANNOUNCEMENTS BY COUNCILLORS

Councillor Stephanie Cameron

24 January 2020

Australia Day Event – Country Club Tasmania

26 January 2020

Chudleigh Hall Australia Day Breakfast

DECLARATIONS OF INTEREST

TABLING AND ACTION ON PETITIONS

Nil

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 if they would like to ask their question. If they accept they will 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 request a Councillor or Council officer to provide a response. A Councillor or Council officer who is asked a question without notice at a meeting may decline to answer the question.

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.

If the Chairperson refuses to accept a question from a member of the public, they will provide reasons for doing so.

Questions on notice and their responses will be minuted. Questions without notice raised during public question time and the responses to them will be minuted, 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, or maximum number of questions per visitor, depending on the complexity of the issue, and on how many questions are anticipated to be 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.

PUBLIC QUESTION TIME

1. PUBLIC QUESTIONS TAKEN ON NOTICE – JANUARY 2020

Nil

2. PUBLIC QUESTIONS WITH NOTICE – FEBRUARY 2020

2.1 Helen Hutchinson, Western Creek

- (a) I congratulate the Meander Valley Council on the presentation of its Annual Plan. However, although there are headings and completions noted, there is an outstanding lack of detail of the actual implementations. I would hope that these are noted somewhere. Would you please let me know how I can access, for example, the details of the Natural Resource Management (Item 4.5) and Emergency Service ((item 3.1) items?

Response by Jonathan Harmey, Director Corporate Services

Full details on the list of operational activities undertaken by Council officers for each of the 88 actions and tasks are not explicitly addressed or compiled when the quarterly review of actions is received by Council. Item 4.5 (Natural Resource Management) identifies actions undertaken by Council's part time GIS/NRM Officer to implement Council's NRM Strategies and item 3.1 (Emergency Services) had no targets for the December quarter but involves maintaining emergency management plans, educating community members and planning for emergencies.

- (b) Even if minutes are not recorded for Council Workshops, will the Council notify ratepayers of any decision made on items discussed?

Response by Jonathan Harmey, Director Corporate Services
Monthly Council Workshops provide the opportunity for elected members, council officers and at times community representatives, to discuss issues in an informal setting. Monthly Council Meetings are conducted in accordance with the Local Government (Meeting Procedures) Regulations 2015, no such legislative requirements are provided for Council Workshops. There are no decisions made at Council Workshops, if items discussed require a decision of Council they are presented at a future Council Meeting. The topics discussed at monthly Council Workshops are listed in each Council Meeting agenda.

3. PUBLIC QUESTIONS WITHOUT NOTICE – FEBRUARY 2020

COUNCILLOR QUESTION TIME

1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – JANUARY 2020

1.1 Councillor Rodney Synfield

The following questions all relate to the issue of the selection for a Northern prison.

Preamble to first question:

Council passed a motion at its December 2017 Council Meeting which states the following and I quote, "that Meander Valley Council write to the State Government to express interest for a Northern Correctional Centre to be built next to Ashley Detention Centre."

This motion was passed unanimously save for one abstention; which was by me, Councillor Synfield – abstaining in such manner, is counted in the negative.

The reason I voted this way was twofold, firstly, I believed that it was probably problematic co-locating an adult prison in proximity to a juvenile detention centre and secondly I believed that it was appropriate in first instance, to have a more general conversation with the State Government about the general suitability of locating a prison and where that might be, if at all, in the municipality. A discussion regarding same was held in public at that meeting and that reasoning was not supported around the council table on that day and the vote as mentioned was subsequently had.

Council, via the Mayor, subsequently wrote to the Premier on the 15th February 2018 and included in that letter, was the actual wording of the motion passed.

- (a) Did Council receive a formal response to that letter, as was sent from the Mayor and if so, what was the substance of that reply?

Response by Jonathan Harmey, Director Corporate Services

The former Mayor included comment in an email to the former Premier on 24 January 2018 and wrote to the Premier on 15 February 2018 regarding its decision in December 2017, this included advice that Council is willing to assist in finding an appropriate site for a new correctional facility in the north of the State. Council does not have a record of a formal response from the former Premier however on 8 May 2018 he wrote to the former Mayor following the election with the State Government's First Year Agenda, this included a plan for January to March 2019 "identify site for the new northern prison: A new 270 bed prison in the State's north will accommodate a larger prisoner population and increase the rehabilitation prospects of prisoners from the north. It also represents a huge capital investment that will create significant jobs." Councillor Synfield did abstain from the vote in December 2017, Councillors may choose to provide a comment on an agenda item to be included in the minutes and Councillor Synfield did not provide a comment relating to his abstention in December 2017.

- (b) Could Council provide some reasoning, so as to explain then why a significant proportion of the community wouldn't feel totally blindsided by a member of its (Council's) staff having facilitated and been actively involved in a process that has resulted in the Government finding a preferred site in Meander Valley Municipality, other than one associated with the Ashley Juvenile Detention Centre site?

Response by Jonathan Harmey, Director Corporate Services

It is understood that a number of community members may not have been aware that the State Government was undertaking preliminary first steps in a process to provide a new correctional facility to the north of the State or that Council had assisted the State Government in providing information about the Northern Prison project to private land owners.

- (c) Given that much has been made of Meander Valley Councillors not being able to express an opinion regarding the merits or otherwise of a Northern prison at the Government's currently preferred site because we may someday act as, indeed may make decisions in relation to said site as a Planning Authority, what would deter the community at large from the possible notion of incredulity or disingenuousness regarding processes to come, when the General Manager of the Council, whom we Councillors delegate responsibility to or through, for a myriad range of functions, including matters

involving planning, has had such a front and centre approach and involvement in selecting the site thus far?

Response by Jonathan Harmey, Director Corporate Services

Councillors are aware of the need to assess planning decisions with an open mind. Council's elected members and the former General Manager assisted in identifying appropriate sites for a new correctional facility in the north of the State. This was limited to the former General Manager providing information to a small number of land owners, assisting two private land owners to put their sites forward to the State Government to be considered in their Expression of Interest process. Council's then elected members were informed of this being undertaken with no objections being received. Council had no role in assessing or selecting the best site for a Northern Prison, or determining the reasons for delivering a facility in the north of the State. If a planning application was to be received for the Northern Prison, Council's professional staff and the elected members will be well placed to conduct an objective assessment of any application under the Land Use Planning and Approvals Act (LUPAA). Council is required by law to objectively assess any planning application received under the LUPAA, with an open mind. An alternative process available to the State Government would be to pursue approval as a project of regional significance. Council would not have a role in the planning process if that was to occur. The community is likely to take confidence in the experience of Council's professional staff and elected members have had in handling a large number of previous planning decisions.

- (d) To follow up the question just made and just to clarify it, it's not about their, that is staff professionalism, it is about perception, what confidence is the community likely to have in the assessment process going forward, in terms of the people likely delegated to assess and provide expertise to the Planning Authority regarding this matter?

Response by Jonathan Harmey, Director Corporate Services

Council's qualified professional staff have informed the elected members about the process and their role as a planning authority when the potential of the preferred site being in the Meander Valley was first advised by the State Government. The competency and professionalism of Council's employees is recognised across local government in Tasmania. Other than facilitating two EOI submissions, Council's qualified town planners and other employees have not had any involvement in the State Government's decisions surrounding their preferred site or the State Government's public consultation processes. Council's elected members have been provided information since September 2019 on the type of planning application that

would be required to provide for an appropriate zone for a correctional facility development, should the State Government choose to submit a planning application. The information relating to any planning application will be managed in accordance with Council's established planning processes and legislative requirements, to the extent applicable this will include consultation and determination by Council.

- (e) When Councillors were sent a copy of the Ministers letter and accompanying documentation, in September of 2018, a Councillor responded at that time by enquiring as to whether a Notice of Motion ought to be brought to Council to enable matters related to this to be dealt with going forward. The response from the then General Manager, Martin Gill in replying thereto, was that he thought it wasn't necessary. Given the matters raised in the previous questions and the obvious distress expressed by a significant section of the community regarding processes related to siting a prison in our area, does Council now think this was good advice?

Response by Jonathan Harmey, Director Corporate Services

Meander Valley Council decided on 12 December 2017 to write to the State Government to express interest for a Northern Correctional Centre to be built next to Ashley Detention Centre. The former Mayor followed this up with a letter to the former Premier on 15 February 2018 advising of that decision and advising that Council is willing to assist in finding an appropriate site for a new correctional facility in the north of the State. The actions undertaken by the former General Manager involved providing information to Meander Valley property owners about the State Government's project and assisting them with being involved, should they wish. The advice provided by the former General Manager at the time was based on the fact that it did not involve any Council owned land and the feasibility of the project is being undertaken by the State Government. The former General Manager was acting as a conduit between the landowners and the State Government with the possibility of attracting economic development and economic benefits to the Meander Valley. Elected members were aware of the actions the General Manager was undertaking, supported him in his role and there was no legislative requirement for a Council decision to be formed. Councillor Synfield makes the statement that there is an obvious distress expressed by a significant section of the community. Council's experience is that while it is regretful that some community members are experiencing distress associated with the Northern Prison project, the impact of the prison and the broader views of the Meander Valley population are yet to be determined. The social and economic impact on the community is expected to be addressed in the

State Government's community consultation processes and planning application, should they choose to submit one.

2. COUNCILLOR QUESTIONS WITH NOTICE – FEBRUARY 2020

Nil

3. COUNCILLOR QUESTIONS WITHOUT NOTICE – FEBRUARY 2020

DEPUTATIONS BY MEMBERS OF THE PUBLIC

PLANNING AUTHORITY 1

For the purposes of considering the following Planning Authority item, Council is acting as a Planning Authority under the provisions of the Land Use Planning and Approvals Act 1993.

The following are applicable to all Planning Authority reports:

Strategic/Annual Plan Conformance

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

Policy Implications

Not applicable.

Legislation

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

Risk Management

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

Financial Consideration

If the application is subject to an appeal to the Resource Management Planning and Appeal Tribunal, Council may be subject to the cost associated with defending its decision.

Alternative Recommendations

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

Voting Requirements

Simple majority

PLANNING AUTHORITY 1

Reference No. 28/2020

87 FIVE ACRE ROW WESTBURY

Planning Application: PA\20\0077

Proposal: Subdivision (4 lots)

Author: Leanne Rabjohns
Town Planner

1) Introduction

Applicant	6ty Pty Ltd
Owner	L & M Woods
Property	87 Five Acre Row WESTBURY (CT:232123/22)
Zoning	Low Density Residential Zone
Discretions	12.4.3.1 General Suitability
	12.4.3.2 Lot Area, Building Envelopes and Frontage
Existing Land Use	Residential
Number of Representations	One (1)
Decision Due	12 February 2020
Planning Scheme:	Meander Valley Interim Planning Scheme 2013 (the Planning Scheme)

2) Recommendation

It is recommended that the application for Use and Development for Subdivision (4 lots) on land located at 87 Five Acre Row WESTBURY (CT:232123/22) by 6ty Pty Ltd, be APPROVED, generally in accordance with the endorsed plans:

- a) **6ty – Site Plan – Project Number: 19.045 – Drawing Number: P01, Rev. C;**
- b) **Livingston Natural Resource Services – Bushfire Hazard Management report – Dated 27 September 2019 version 2;**

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 Lots 1, 2 and Balance must be constructed and sealed in accordance with LGAT standard drawing TSD-R03-V1 and TSD-R04-V1 and to the satisfaction of Council's Director of Infrastructure Services (see Note 1).**

- 3. The developer must pay Council \$3,500, a sum equivalent to 5% of the unimproved value of the approved lots, as a Public Open Space contribution.**

- 4. Prior to the sealing of the final plan of survey, the following must be completed to the satisfaction of Council:
 - a) The vehicle crossovers must be constructed and sealed, in accordance with Condition 2 above.**
 - b) The Public Open Space contribution paid, as per Condition 3 above.****

- 5. The development must be in accordance with the Submission to Planning Authority Notice issued by TasWater (TWDA No 2019/01450-MVC attached).**

Notes:

- 1. Prior to the construction of the any vehicle access/es (e.g. a driveway crossover) separate consent is required by the Road Authority. The Application for Works in the Road Reservation form is enclosed. All enquiries should be directed to Council's Technical Officer on 6393 5312.**

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.**
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.
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; and

- c) The relevant approval processes will apply with state and federal government agencies.

3) Background

The property at 87 Five Acre Row in Westbury contains a single dwelling and an outbuilding. The application proposes to create four (4) residential lifestyle lots (see Table 1 below). The 2.0218ha (20,218m²) property is a square shaped corner lot, with frontages to Five Acre Row and Dexter Street. The proposed lot layout and details are shown in Figure 1, while full plans and documentation are included in the attachments. There are no easements on the property.

Lot	Area (m²±)	Frontage (m±)	Features
1	4,500	68.12	Vacant
2	4,500	28.12 + 66.16	Vacant
3	5,434	6	Vacant , Internal Lot
Balance Lot	5,784	76.07	Single dwelling and outbuilding

Table 1: details of the proposal

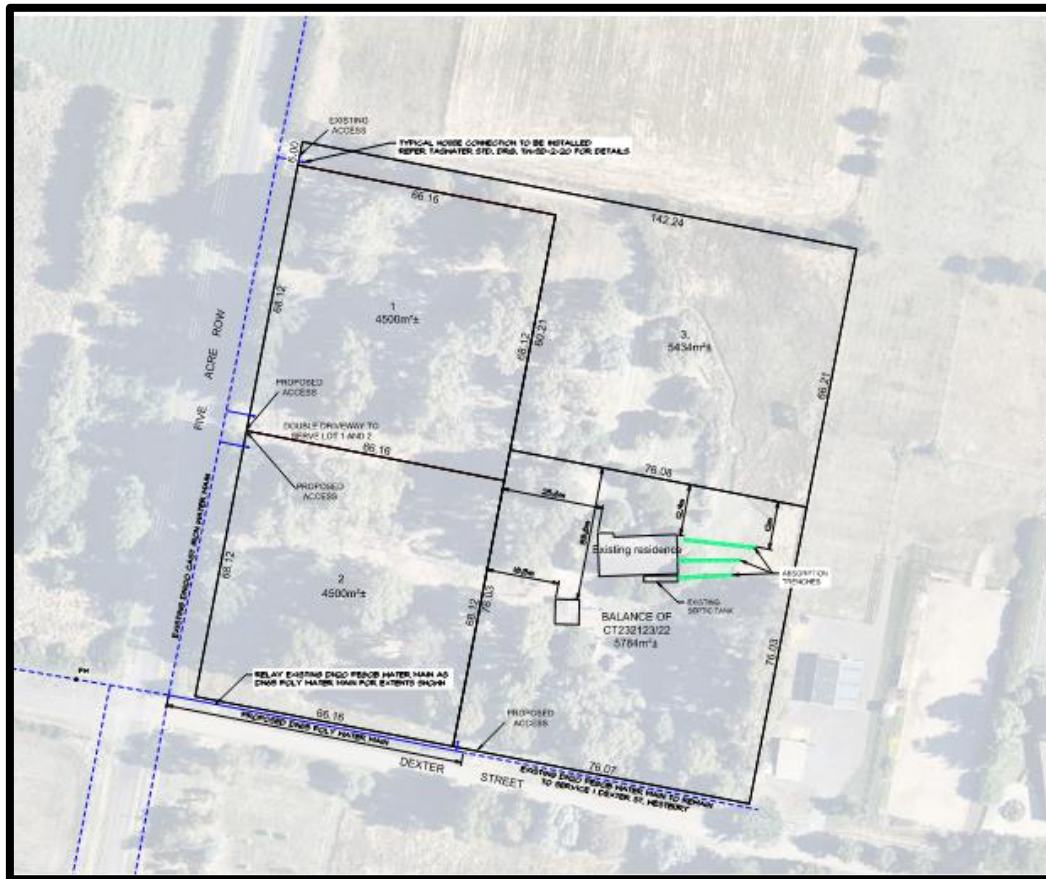


Figure 1: proposed subdivision layout (6ty P/L, 2019)

4) Representations

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

One (1) representation was received (attached document). A summary of the representation is as follows:

- a) Unable to support the number of dwellings intended;
Comment: The ability for each proposed lot to support a dwelling is discussed below.
- b) Lots 1 and 2 do not comply with minimum lot size and does not comply with the performance criteria;
Comment: Lots 1 and 2 are both 4,500m². The Acceptable Solution is 5,000m². The assessment regarding lot size is discussed below.
- c) Removal of old trees, support great number of native animals, insects and fungus;

Comment: The land contains mature trees on the western side of the property. In accordance with clause 6.3.1 of the Planning Scheme, the removal of these trees does not require a planning permit.

- d) Numerous lots subdivided, unique lifestyle, character, heritage and ambience of the area will be lost forever;

Comment: The Zone Purpose provides for residential use or development. The assessment regarding amenity and compliance with the Zone Purposes are discussed below.

- e) Impact on personal space, Westbury being urbanised;

Comment: The planning scheme provided for subdivision in the Low Density Residential Zone. This report assesses the applicable standards of the planning scheme.

- f) Need to protect the locality, single dwelling character and landscape setting;

Comment: The assessment regarding amenity and compliance with the Zone Purpose, Local Area Objectives and Desired Future Character Statements are discussed below.

- g) Approved by people who are not locals, no regard for the historic values and destroy the unique lifestyle that these 5 acre blocks allow.

Comment: The land is not heritage listed. Issues relating to amenity and Zone Purpose are discussed below.

5) Consultation with State Government and other Authorities

The application was referred to TasWater. A Submission to Planning Authority Notice (TWDA 2019/01450-MVC) was received on 8 October 2019 (attached document).

6) Officers Comments

Use Class: Residential

Applicable Standards

A brief assessment against all applicable Acceptable Solutions of the applicable 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.

Low Density Residential Zone	
Scheme Standard	Assessment
12.4.3.1	General Suitability
Acceptable solution 1	Complies
12.4.3.2	Lot Area, Building Envelopes and Frontage
Acceptable solution 1	Relies on Performance Criteria
Acceptable solution 2	Complies
Acceptable solution 3	Relies on Performance Criteria
Acceptable solution 4	Relies on Performance Criteria

Bushfire-Prone Areas Code	
Scheme Standard	Assessment
E1.6.1.1	Subdivision: Provision of hazard management areas
Acceptable solution 1	Complies
E1.6.1.2	Subdivision: Public and fire fighting Access
Acceptable solution 1	Complies
E1.6.1.3	Subdivision: Provision of water supply for fire fighting purposes
Acceptable solution 1	Complies
Acceptable solution 2	Complies

E4 Road and Railway Assets Code	
Scheme Standard	Assessment
E4.6.1	Use and road or rail infrastructure
Acceptable solution 2	Complies
E4.7.2	Management of Road and Accesses and Junctions
Acceptable solution 1	Complies
E4.7.4	Sight Distance at Accesses, Junctions and Level Crossings
Acceptable solution 1	Complies

E6 Car Parking and Sustainable Transport Code	
Scheme Standard	Assessment
E6.6.1	Car Parking Numbers
Acceptable solution 1	Complies

E10 Recreation and Open Space Code	
Scheme Standard	Assessment
E10.6.1	Provision of Public Open Space
Acceptable solution 1	Complies

Performance Criteria

Low Density Residential Zone	
12.4.3.1 General Suitability	
Objective <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>	
Performance Criteria <i>P1</i> <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> <i>a) slope, shape, orientation and topography of land;</i> <i>b) any established pattern of use and development;</i> <i>c) connection to the road network;</i> <i>d) availability of or likely requirements for utilities;</i> <i>e) any requirement to protect ecological, scientific, historic, cultural or aesthetic values; and</i> <i>f) potential exposure to natural hazards.</i>	
Response The zone purpose is below:	
12.1	<i>Zone Purpose</i>
12.1.1	<i>Zone Purpose Statements</i>
12.1.1.1	<i>To provide for residential use or development on larger lots in residential areas where there are infrastructure or environmental constraints that limit development.</i>
12.1.1.2	<i>To provide for non-residential uses that are compatible with residential amenity.</i>
12.1.1.3	<i>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.</i>
12.1.2	<i>Local Area Objectives</i>
	<i>Westbury</i> <i>a) Westbury will be promoted as a key settlement for low density residential development based on the extent of the historic pattern of lots;</i> <i>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.</i>

	<i>a) Future subdivision will be determined on the basis of capacity for on-site servicing, access and any potential for natural hazards.</i>
12.1.3	<i>Desired Future Character Statements</i>
	<p><i>Westbury</i></p> <p><i>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.</i></p> <p><i>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.</i></p>

Table 2: zone purpose

As the Zone Purpose has been directly incorporated into the Performance Criteria, the Zone Purpose becomes a standard that the proposed development must satisfy. Lots 1 and 2 are 4,500m². The standard for this zone is 5,000m². 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 700m² and for the Urban Mixed Use Zone the Acceptable Solution for area of 800m². 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 proposed lot sizes are:

Lot	Area m² (±)
1	4,500
2	4,500
3	5,434
Balance Lot	5,784

Table 3: lot areas

The land gently slopes downwards heading towards Five Acre Row. The proposed lots are generally square in shape. The orientation and shape of the lots allows for any future dwelling to comply with the setback standards for the zone, be facing the road and receive solar access.

The subdivision is to create residential lots. The surrounding area is typically used for residential purposes.

Lots 1, 2 and 3 have road access to Five Acre Row. The balance lot has access to Dexter Street.

All lots are proposed to have access to reticulated water. Waste water will need to be managed on site. Stormwater will be managed on site or directed to the open drain on Five Acre Row.

The property is not heritage listed. In addition, the property is not mapped as being within the landslip and karst management areas or at salinity risk. There is no priority habitat or watercourses on the property.

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.

To facilitate future development, the existing pine trees along Five Acre Row could be removed without the need for a planning permit.

The proposed development is considered consistent with the Objective and Performance Criteria.

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; and*
- f) additional lots must not be located within the Low Density Residential Zone at Hadspen, Pumicestone Ridge or Travellers Rest.*

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.*

P4

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

Response

The Balance Lot contains a dwelling and an outbuilding. Both these features have setbacks to the new boundaries that are in compliance with the standards. The other lots are large enough to allow a dwelling to be constructed that meets the setback standards and provide ample space for private open space and ensure site coverage is compliant.

The lots are large enough to allow for vehicles to enter and exit in a forward direction. Vehicle access to each lot is provided for.

Being lots suitable for residential use, any future residential use will not impact on the amenity of the area. Residential development is in keeping with the surrounding land use. All lots provide for future development meeting the front setbacks standards. The topography of the land will not reduce the ability for the land to be developed.

The subject property is located within an area where the sewer service is not available.

Council's Environmental Health Officer has provided the following comments:

The site plan submitted by 6ty indicates the on-site wastewater system servicing the existing dwelling is located approximately 12m south of the proposed boundary for Lot 3. This setback distance provides adequate separation. No conditions or notes required.

The proposed lots 1-3 are of an adequate size to accommodate an on-site wastewater management system from a typical 3-4 bedroom dwelling. No conditions or notes required.

Lot 3 and the Balance Lot are adequately sized to manage stormwater on site. Lots 1 and 2 are able to direct their stormwater to the existing open stormwater drain along the Five Acre Row frontage.

The proposed development is considered consistent with the Objective and Performance Criteria.

Conclusion

It is considered that the application for Use and Development for a Subdivision (4 lots) is acceptable in the Low Density Residential Zone and is recommended for approval.

DECISION:

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E admin@6ty.com.au

6ty Pty Ltd
ABN 27 014 609 900

Architectural
ABP No. CC4874f
Structural / Civil
ABP No. CC1633i

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P (03) 6332 3300



57 Best Street
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P (03) 6424 7161

PRELIMINARY - NOT FOR CONSTRUCTION

ISSUE	DATE	ISSUED FOR	REV.
01	16.04.19	INFORMATION	-
01	18.09.19	LOT 3 ADDED	A
02	23.09.19	WATER MAINS	B
03	18.12.19	UPDATED DRAWING	C

WARNING!
ALL SERVICES SHOWN ARE APPROXIMATE ONLY.
NO GUARANTEE CAN BE GIVEN THAT ALL RELEVANT
SERVICES ARE SHOWN.

NOTE
ALL MEASUREMENTS ARE SUBJECT TO SURVEY.
SUBDIVISION TO BE IN ACCORDANCE WITH THE
PROVISIONS OF THE MEANDER VALLEY PLANNING
SCHEME.
FINAL LAYOUT DESIGN SUBJECT TO CONSULTATION
WITH COUNCIL

DIMENSIONS ARE IN METRES. DO NOT SCALE. CHECK AND VERIFY ALL
DIMENSIONS ON SITE. REFER DISCREPANCIES TO THE SUPERINTENDENT.
ALL WORK SHALL BE CARRIED OUT IN ACCORDANCE WITH:
APPLICABLE AUSTRALIAN STANDARDS
& LOCAL AUTHORITY REQUIREMENTS.

PROJECT: PROPOSED 4 LOT SUBDIVISION

AT: 87 FIVE ACRE ROW
AT: WESTBURY
FOR: LEO & MARGARET WOODS

DRAWING: SITE PLAN

DESIGNED: A.B. DRAWN: G.M. CHECKED: A.B.

SCALES: 1:400 AT A1 SIZE DRAWING SHEET

PROJECT No. 19.045 DRAWING No. P01 REV C



30 September 2019

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Meander Valley Council
By Email: mail@mvc.tas.gov.au

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Dear Sir,

PROPOSED 3-LOT SUBDIVISION – 87 FIVE ACRE ROW, WESTBURY – PUBLIC OPEN SPACE

We have been engaged to prepare and lodge a development application for a 4-lot subdivision at 87 Five Acre Row, Westbury.

The proposed subdivision will result in a net increase of 3 lots. Lots 1 and 2 will be vacant, will each have an area of 4,500m² and will be accessed directly from Five Acre Row. Lot 3 (also vacant) will have an area of 5,434m². The Balance will contain an existing dwelling, outbuilding and driveway. Given the nature of the subdivision, the provision of public open space is not proposed.

The Recreation and Open Space Code in the *Meander Valley Interim Planning Scheme 2013* deals with the provision of public open space as part of subdivision development. The Acceptable Solution A1 in Clause 10.6.1 provides an approval pathway in circumstances where Council's General Manager provides consent in writing to the effect that no land is required for public open space and instead there is to be a cash payment in lieu.

Given the nature of the proposed subdivision, we a writing to formally request your written consent in accordance with Acceptable Solution A1 in Clause 10.6.1.

Please do not hesitate to contact me should you have any queries on this application.

Yours faithfully
6ty° Pty Ltd

Ashley Brook
Planning Consultant

Attachments: Proposed plan of subdivision



6ty Pty Ltd
ABN 27 014 609 900

30 September 2019

General Manager
Meander Valley Council
By Email: planning@meander.tas.gov.au

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Dear Sir/Madam,

PLANNING APPLICATION – 87 FIVE ACRE ROW, WESTBURY – PROPOSED 4-LOT SUBDIVISION

Please find enclosed a planning application (“application”) for a 4-lot subdivision at 87 Five Acre Row, Westbury.

1. Planning Application

The application comprises this accompanying planning submission and the following documents:

1. Completed planning permit application form;
2. Proposal plan of subdivision;
3. Bushfire assessment incorporating a bushfire hazard management plan; and
4. Certificate of title for the site.

This planning submission has been prepared to demonstrate compliance with the applicable standards in the *Meander Valley Interim Planning Scheme 2013* (the “Scheme”).

2. Planning overview

Location	87 Five Acre Row, Westbury
Title Information	Volume 232123 Folio 22
Land Area	2.02ha
Use Class	Residential
Proposed Development	Subdivision – 4-lot subdivision
Zone	12.0 – Low Density Residential
Overlays	Nil
Applicable Codes	E1.0 – Bushfire-Prone Areas Code E4.0 – Road and Railway Assets Code E10.0 – Recreation and Open Space Code
Status of Proposal	Discretionary

3. Location

3.1 Subject Site

The location of the site is identified in Figure 1. It comprises a single lot (CT 232123/22) with an area of 2.02ha that is located to the north-east of the intersection of Five Acre Row and Dexter Street in Westbury. An existing dwelling and outbuilding is located in the south-west corner of the site.

Figure 1 –Subject Site



3.2 Surrounding Area

The subject site is located in the low density residential to the south of Westbury which exhibits a strong grid pattern of roads. The surrounding properties are used for residential purposes.

3.3 Topography

The site accommodates a general fall towards the south-west.

3.4 Natural Values and Hazards

The site is located within an area that has previously been cleared of native vegetation, although it contains eucalypt and pine trees with a grassy understorey. The surrounding area includes grassland, occasional shelter belts and managed land around dwellings. The application is accompanied by a Bushfire Hazard Management Plan.

3.5 Site Access

Five Acre Row is a sealed rural standard road whilst the relevant section of Dexter Street is unsealed. The site is accessed over an unsealed crossover in Five Acre Road. A driveway extends along the northern boundary.

3.6 Site Servicing

There is existing reticulated water supply adjacent to the site which would be capable of servicing the proposed subdivision. A roadside drain is located in Five Acre Row.

4. Proposed Development

The application seeks approval to subdivide the site into 4 lots, as detailed below.

Lot	Area	Frontage width	Feature/s
1	4500 m ²	68.12m (Five Acre Row)	Vacant
2	4500 m ²	68.12m (Five Acre Row) 66.16m (Dexter Street)	Vacant
3	5434 m ²	6m (Five Acre Row)	Vacant (internal lot)
Balance	5784 m ²	76.07m (Dexter Street)	Existing dwelling, outbuilding and driveway

The proposed Lots 1-3 will be accessed from Five Acre Row. It is intended that a shared driveway will provide access to Lots 1 and 2. The proposed Lot 3 will contain the existing driveway to the site. The Balance will have frontage and access to Dexter Street.

5. Planning Assessment

5.1 Categorisation of the Development

A proposed development is required to be categorised into a use class in accordance with Clause 8.2.1 of the Scheme. The proposed subdivision development is categorised into the Residential use class, which is defined as follows:

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.

The proposed subdivision is intended to facilitate future dwelling development on the lots.

Future dwelling development, or other forms of residential use and development, will need to be assessed separately for their compliance with the applicable Scheme provisions. A single dwelling is identified as being a no permit required use in the zone.

5.2 Status of the Application

The status of the proposal is dependent upon the relevant use categorisation and an assessment of whether it complies with the acceptable solutions for each applicable standard, or if it relies upon an associated performance criteria. The acceptable solution requirements for the applicable standards are considered in Sections 5.3 to 5.7. The proposal relies on several performance criteria to demonstrate compliance with the applicable standards. This includes:

- Clause 12.4.3.1 General Suitability – Performance Criteria P1 (general discretion which applies to subdivision);
- Clause 12.4.3.2 Lot Area, Building Envelopes and Frontage
 - Performance Criteria P1 (relates to the proposed area of Lots 1 to 3)
 - Performance Criteria P3 (relates to on-site wastewater disposal)
 - Performance Criteria P4 (relates to stormwater management)

A Discretionary permit is therefore sought for the proposal. The relevant performance criteria are assessed in Section 6.

5.3 General Residential Zone

5.3.1 Use Standards

Although categorisation into a use class is required, the application does not seek approval to establish a use. In any event, it is noted that the standards apply to uses identified as discretionary in the zone. However, the proposed subdivision is intended to facilitate future single dwelling use and development, which is identified as no permit required in the zone.

5.3.1 Development Standards

The standards in the zone provisions that apply to subdivision development are addressed in the following tables.

Clause 12.4 Development Standards			
Clause 12.4.1.1 Site Coverage			
Requirement/s		Assessment	Compliance
A1	The site coverage must not exceed 30% of the site.	The site coverage of the proposed Balance, which will contain the existing dwelling and outbuilding, will be less than 5%.	Complies with acceptable solution.
Clause 12.4.1.4 Rear and Side Setbacks			
Requirement/s		Assessment	Compliance
A5	Buildings must be set back 5m from the rear boundary.	The existing dwelling will be setback 12m from the new boundary that Balance will share with Lot 3.	Complies with acceptable solution.

Clause 12.4.1.4 Rear and Side Setbacks									
Requirement/s		Assessment	Compliance						
A2	Buildings must be set back from side boundaries 3 metres.	The existing dwelling and outbuilding will be setback at least 17m from the new boundary that Balance will share with Lots 1 and 2	Complies with acceptable solution.						
Clause 12.4.3 Subdivision									
Clause 12.4.3.1 General Suitability									
Requirement/s		Assessment	Compliance						
A1	No Acceptable Solution.	There is no acceptable solution to be addressed.	Relies on performance criteria.						
Clause 12.4.3.2 Lot Area, Building Envelopes and Frontage									
Requirement/s		Assessment	Compliance						
A1	<p>Each lot must:</p> <p>(a) have a minimum area in accordance with Table 12.4.3.1 below; and</p> <p>Table 12.4.3.1 – Lot Size</p> <table border="1"> <tr> <td>...</td> <td>...</td> </tr> <tr> <td>Westbury</td> <td>5000m²</td> </tr> <tr> <td>...</td> <td>...</td> </tr> </table> <p>(b) be able to contain a 35 metres diameter circle with the centre of the circle not more than 35 metres from the frontage; and</p> <p>(c) have new boundaries aligned from buildings that satisfy the relevant acceptable solutions for setbacks; or</p> <p>(d) 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</p>	Westbury	5000m ²	<p>The proposed Lots 1 and 2 will have an area of 4,500m². The proposed Lot 3 and Balance exceeds 5,00m².</p> <p>The proposed Lots 1-2 and Balance are able to contain such a circle. The proposed Lot 3 is an internal lot and therefore is not able to contain the circle described in the acceptable solution.</p> <p>The assessment of Clause 12.4.1.4 – Acceptable Solution A2 demonstrates compliance.</p> <p>Not applicable.</p>	Relies on performance criteria.
...	...								
Westbury	5000m ²								
...	...								

Clause 12.4.3.2 Lot Area, Building Envelopes and Frontage			
Requirement/s	Assessment	Compliance	
A1	(e) be for the provision of public utilities; or (f) for the consolidation of a lot with another lot with no additional titles created; or (g) to align existing titles with zone boundaries and no additional lots are created.	Not applicable. Not applicable. Not applicable.	
A2	Each lot must have a frontage of at least 4 metres.	The proposed lots will each have a frontage width exceeding 4m.	Complies with acceptable solution.
A3	Each lot must be connected to a reticulated: (a) water supply; and (b) sewerage system.	The site is not capable of being connected to a reticulated sewerage system.	Relies on performance criteria.
A2	Each lot must be connected to a reticulated stormwater system.	The site is not capable of being connected to a reticulated stormwater system.	Relies on performance criteria.

5.4 Bushfire-Prone Areas Code

The certified Bushfire Hazard Management Plan (BHMP) which accompanies the application certifies that the proposed Lot 1 to 3 complies with the relevant acceptable solution requirements for the applicable standards in the Code, including:

- Clause E1.6.1 Subdivision: Provision of Hazard Management Areas – Acceptable Solution A1(b).
- Clause E1.6.2 Subdivision: Public and Fire Fighting Access – Acceptable Solution A1(b).
- Clause E4 E1.6.3 Subdivision: Provision of Water Supply for Fire Fighting Purposes – Acceptable Solution A2(b).

The BHMP certifies that the Balance, which will contain an existing dwelling, is exempt from the Code on the basis that there will be an insufficient increase in risk.

5.5 Road and Railway Assets Code

Clause E4.6 Use Standards			
Clause E4.6.1 Use and road or rail infrastructure			
Requirement/s		Assessment	Compliance
A2	For roads with a speed limit of 60km/h or less the use must not generate more than a total of 40 vehicle entry and exit movements per day.	The RMS Guide to Traffic Generating Developments identifies that dwelling houses typically generate 9 daily vehicle trips. Traffic movements to and from the site can therefore reasonable be expected to be less than the threshold (40 daily vehicle trips).	Complies with acceptable solution.
Clause E4.7 Development Standards			
Clause E4.7.2 Management of Road Accesses and Junctions			
Requirement/s		Assessment	Compliance
A2	For roads with a speed limit of 60km/h or less the development must include only one access providing both entry and exit, or two accesses providing separate entry and exit.	Each lot will have no more than 1 access.	Complies with acceptable solution.
Clause E4.7.4 Sight Distance at Accesses, Junctions and Level Crossings			
Requirement/s		Assessment	Compliance
A2	Sight distances at (a) an access or junction must comply with the Safe Intersection Sight Distance shown in Table E4.7.4;	The sight distances along Five Acre Row exceed the minimum requirements.	Complies with acceptable solution.

5.6 Car Parking and Sustainable Transport Code

Clause E6.2.1 of the Scheme identifies that the code applies to all use and development. On the other hand, the application does not seek approval to establish a residential use. The parking requirements relevant to each lot will be determined in conjunction with specific proposals for future use and development. The current application does not affect the issues dealt with by the code directly, and it does not apply to the subdivision in accordance with Clause 7.5.2 (b) of the Scheme.

5.7 Recreation and Open Space Code

Clause E10.6 Development Standards		
Clause E10.6.1 Provision of Public Open Space		
Requirement/s	Assessment	Compliance
A1 The application must: a) include 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.	Consent from Council's General Manager is sought in conjunction with the lodgement of the application.	Complies with acceptable solution upon receipt of the advice from Council's General Manager.

6. Discretionary Matters

6.1 Clause 12.1 Low Density Residential Zone Purpose

The Zone Purpose Statements in Clause 12.1.1 include:

- 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.*

The application seeks approval to subdivide land into 4 relatively large residential lots of 4,500m² (Lots 1 and 2), 5434m² (Lot 3) and 5784m² (Balance) in an area where there are infrastructure constraints. The proposal is therefore consistent with the relevant Local Area Objective.

The relevant Local Area Objective in Clause 12.1.2 states:

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.*

The proposed lot areas are sufficient to accommodate on-site wastewater management systems, stormwater management and bushfire hazard management areas (within Lots 1 to 3). The lots are capable of being provided with access from the road network. The proposal is therefore consistent with the relevant Local Area Objective.

The relevant Desired Future Character Statement in Clause 12.1.3 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.*

The grid pattern within the periphery of Westbury will be retained given that the proposed subdivision does not include new roads and will not affect any prominent hedge rows. The proposal is therefore consistent with the relevant Desired Future Character Statement.

6.2 Clause 12.4.3.1 General Suitability – Performance Criteria P1

The performance criteria for the standard states:

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:

- a) *slope, shape, orientation and topography of land;*
- b) *any established pattern of use and development;*
- c) *connection to the road network;*
- d) *availability of or likely requirements for utilities;*
- e) *any requirement to protect ecological, scientific, historic, cultural or aesthetic values; and*
- f) *potential exposure to natural hazards.*

The proposal has been assessed in Section 6.1 as being consistent with the Zone Purpose. It is noted that the site is not associated with a Local Heritage Precinct, Local Heritage Place or Archaeologically Significant Site listed in the Scheme, and it is not mapped as being at risk of landslip or instability. The proposal complies with the performance criteria.

6.3 Clause 12.4.3.2 Lot Area, Building Envelopes and Frontage – Performance Criteria P1

The relevant performance criteria for the standard states:

Each lot for residential use must provide sufficient usable 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; and*
- f) *additional lots must not be located within the Low Density Residential Zone at Hadspen, Pumicestone Ridge or Travellers Rest.*

The proposed lot areas are sufficient for low density residential development. Lots 1 to 3 will be capable of containing future dwellings with compliant building setbacks and bushfire hazard management areas. The Balance will contain an existing dwelling. Each lot will be capable of accommodating sufficient on-site parking and manoeuvrability, private open space and vehicular access. The proposed lot areas will allow for future development that will not unreasonably impact residential amenity and will be compatible with the character of the surrounding area. The proposal complies with the performance criteria.

6.4 Clause 12.4.3.2 Lot Area, Building Envelopes and Frontage – Performance Criteria P2

The relevant performance criteria for the standard states:

Lots that are not provided with reticulated water and sewerage service 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.*

The proposed lot areas are sufficient to accommodate on-site wastewater management systems.

6.3 Clause 12.4.3.2 Lot Area, Building Envelopes and Frontage – Performance Criteria P3

The relevant performance criteria for the standard states:

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

The proposed lot areas are sufficient to accommodate on-site stormwater management.

7. Conclusion

The proposed development involves a 4-lot subdivision at 87 Five Acre Row, Westbury.

The proposal complies with the applicable Scheme standards in the Low Density Residential Zone and relevant code provisions, including the following performance criteria:

- Clause 12.4.3.1 General Suitability – Performance Criteria P1.
- Clause 12.4.3.2 Lot Area, Building Envelopes and Frontage - Performance Criteria P1, Performance Criteria P3 and Performance Criteria P4.

It is therefore submitted that a Discretionary permit can be issued for the use and proposed development in accordance with Section 57 of the *Land Use Planning and Approvals Act 1993*.

Please do not hesitate to contact me should you have any queries on this application.

Yours faithfully
6ty° Pty Ltd



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Planning Consultant

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PRELIMINARY - NOT FOR CONSTRUCTION

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PROVISIONS OF THE MEANDER VALLEY PLANNING
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DIMENSIONS ARE IN METRES. DO NOT SCALE. CHECK AND VERIFY ALL
DIMENSIONS ON SITE. REFER DISCREPANCIES TO THE SUPERINTENDENT.
ALL WORK SHALL BE CARRIED OUT IN ACCORDANCE WITH:
APPLICABLE AUSTRALIAN STANDARDS
& LOCAL AUTHORITY REQUIREMENTS.

PROJECT: PROPOSED 3 LOT SUBDIVISION

AT: 87 FIVE ACRE ROW
AT: WESTBURY
FOR: LEO & MARGARET WOODS

DRAWING: SITE PLAN

DESIGNED: A.B. DRAWN: G.M. CHECKED: A.B.

SCALES: 1:400 AT A1 SIZE DRAWING SHEET

PROJECT No. 19.045 DRAWING No. P01 REV B



Bushfire Hazard Management Report: Subdivision 87 Five Acre Row, Westbury.

Report for: 6TY Pty Ltd

Property Location: 87 Five Acre Row, Westbury

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

Date: 27th September 2019 (version 2)



Client: 6ty Pty Ltd obo L & M Woods

Property identification: 87 Five Acre Row, Westbury, CT 232123/22 PID7100012. Current zoning: Low Density Residential, Meander Valley Interim Planning Scheme 2013.

Proposal: A 4 lot subdivision is proposed from existing title CT 232123/22 at 87 Five Acre Row Westbury.

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

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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Figure 8:north east across lots	14

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

A 4 lot subdivision is proposed from existing title CT 232123/22 at 87 Five Acre Row, Westbury. The property is zoned Low Density Residential, *Meander Valley Planning Scheme, 2013*. The proposed balance Lot contains an existing dwelling and is considered exempt from Bushfire Provisions for the purposes of subdivision with the exception of the new access. The property has frontage to Five Acre Row and Dexter Street and is not serviced by a reticulated water supply. The property has eucalypt and pine trees along with grassy understorey currently mown on lots 1 and 2, with managed land on lot 3 and the balance lot. Following subdivision but prior to construction of dwellings it has been assumed the grass area of lots 1 & 2 after sale and prior to development may be left unmaintained and therefore have a fuel loading of woodland. Surrounding land is a mosaic of pasture (grassland) with occasional shelter belts and managed land around dwellings.

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

BAL AND RISK ASSESSMENT

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).

VEGETATION AND SLOPE

Lot 1	North	East	South	West
Vegetation within 100m Subdivision boundaries	0-6m low threat (access) 6-100m grassland	0-30m woodland, 30-100m grassland	0—68m woodland (lot 2), 68-77m low threat (Road), 77-100m grassland.	0-20m low threat vegetation (Road)20-30m woodland, 30-100m grassland
Slope (degrees, over 100m)	Down slope 0-5°	Flat/ Upslope	Flat/ Upslope	Down slope 0-5°
BAL Rating at boundary	BAL29	BAL FZ	BAL 12.5	BAL 12.5
BAL Rating with HMA	BAL19*	BAL19*	BAL 12.5	BAL 12.5

*May be decreased to BAL 12.5 with additional HMA

Lot 2	North	East	South	West

Vegetation within 100m Subdivision boundaries	0-68m woodland (lot 1)68-74m low threat (access) 74-100m grassland	0-30m woodland, 30-100m grassland	0—11m low threat (Road), 11-50m grassland, 50-100m low threat vegetation.	0-20m low threat vegetation (Road)20-30m woodland, 30-100m grassland
Slope (degrees, over 100m)	Down slope 0-5°	Flat/ Upslope	Flat/ Upslope	Down slope 0-5°
BAL Rating at boundary	BAL FZ	BAL FZ	BAL 19	BAL 19
BAL Rating with HMA	BAL19*	BAL19*	BAL 19	BAL 19

*May be decreased to BAL 12.5 with additional HMA

Lot 3	North	East	South	West
Vegetation within 100m Subdivision boundaries	0-100m grassland	0-30m woodland, 30-100m grassland	0—90m low threat (Balance lot & road), 90-100m grassland.	0-66m woodland (lot 1) 66-86m low threat (road) 86-100m grassland
Slope (degrees, over 100m)	Down slope 0-5°	Flat/ Upslope	Flat/ Upslope	Down slope 0-5°
BAL Rating at boundary	BAL FZ	BAL FZ	BAL Low	BAL FZ
BAL Rating with HMA	BAL19*	BAL19*	BAL 12.5**	BAL19*

*May be decreased to BAL 12.5 with additional HMA

**southern facades exposed to threat in other directions

Assessed threat on Lots 1, 2 and 3 are likely to change following development and BAL ratings and setbacks reduced and reassessment at the time may be warranted.

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 ²
BAL-19	Increasing ember attack and burning debris ignited by windborne embers together with increasing heat flux between 12.5-19kW/m ²
BAL-29	Increasing ember attack and burning debris ignited by windborne embers together with increasing heat flux between 19-29kW/m ²
BAL-40	Increasing ember attack and burning debris ignited by windborne embers together with increasing heat flux between 29-40kW/m ²
BAL-FZ	Direct exposure to flames radiant heat and embers from the fire front

Setbacks

	Grassland	Woodland
BAL 12.5		
Upslope and flat	14m	22m
Down slope 0-5°	16m	26m
BAL 19		
Upslope and flat	10m	15m
Down slope 0-5°	11m	18m

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. Following development and hazard management on adjacent lots the BAL building areas may change.

Lot	Habitable Building Setbacks	
	BAL 12.5	BAL 19
1	11m from northern and 22m from southern boundaries	5m from northern and 15 from southern boundaries
2	26m from northern boundary	18m from northern boundary
3	16m from northern and 14m from eastern boundaries, 26m from western boundary	11m from northern and 10m from eastern boundaries, 18m from western boundary

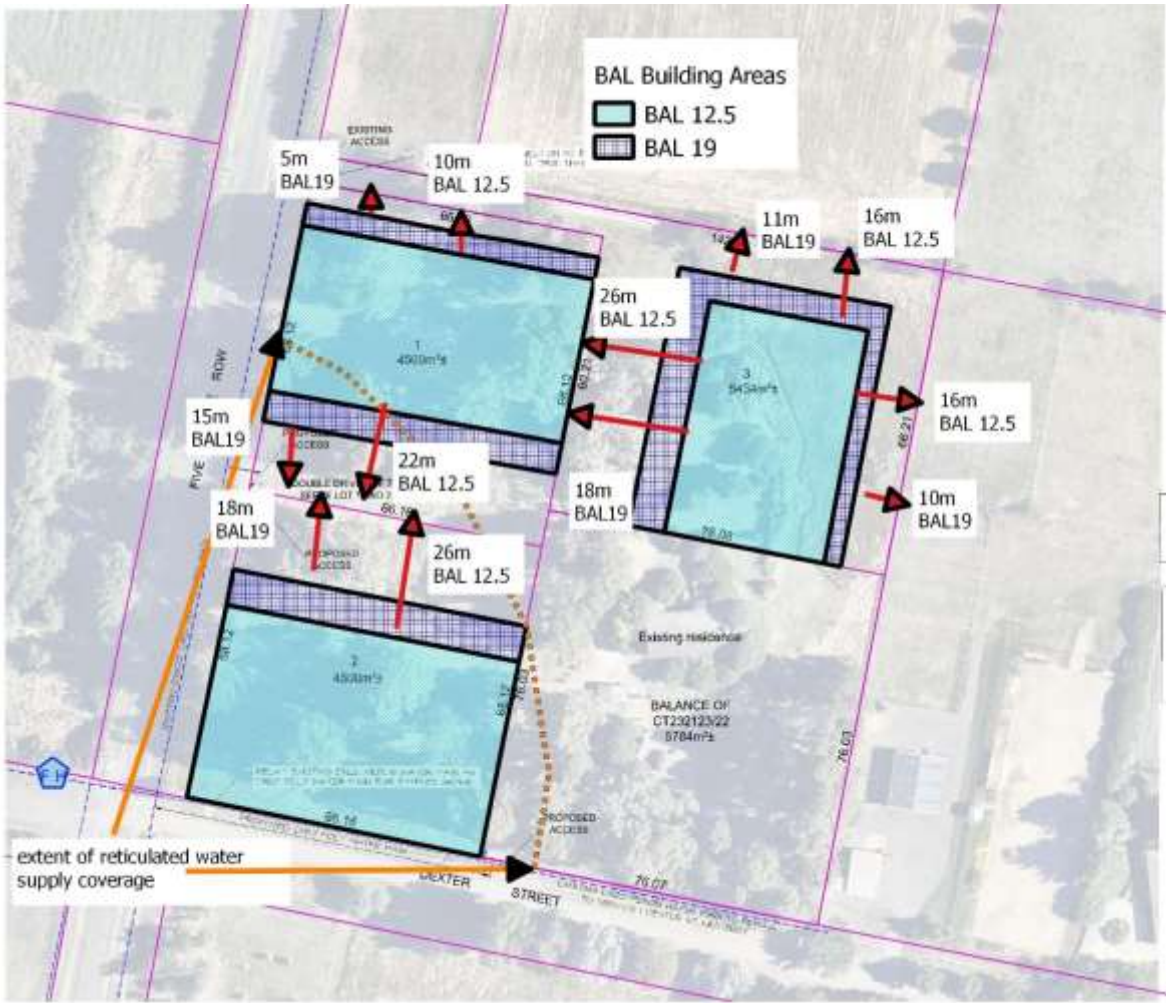


Figure 1: Building Area BAL Rating

HAZARD MANAGEMENT AREAS

All land within the lot and must be managed as low threat vegetation for the distances specified below from facades of habitable buildings. Low threat vegetation includes maintained lawns (mown to < 100mm), gardens and orchards.

Hazard Management Area: Managed Land		
Façade	BAL 12.5 Construction	BAL 19 Construction
north and west	0-26m	0-18m
south and east	0-22m	0-15m

ROADS

Lots will have access from Five Acre Row or Dexter Street. No additional roads required for the subdivision.

PROPERTY ACCESS

Access to lots including the new access for the balance lot must comply with the relevant elements of Table E2 Access from the *Planning Directive No. 5.1 Bushfire-Prone Areas Code*. Access to the water supply may be in excess of 30m and required to meet Element B.

Table E2: Standards for Property Access

Column 1 Element		Column 2 Requirement
A.	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.	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"> (1) All-weather construction; (2) Load capacity of at least 20 tonnes, including for bridges and culverts; (3) Minimum carriageway width of 4 metres; (4) Minimum vertical clearance of 4 metres; (5) Minimum horizontal clearance of 0.5 metres from the edge of the carriageway; (6) Cross falls of less than 3 degrees (1:20 or 5%); (7) Dips less than 7 degrees (1:8 or 12.5%) entry and exit angle; (8) Curves with a minimum inner radius of 10 metres; (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 (10) Terminate with a turning area for fire appliances provided by one of the following: <ul style="list-style-type: none"> (a) A turning circle with a minimum inner radius of 10 metres; or (b) A property access encircling the building; or

C.	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.
D.	Property access length is greater than 30 metres, and access is provided to 3 or more properties.	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

The subdivision is serviced by a reticulated supply, with the closest hydrant located on the north western corner of the Dexter Street, Five Acre Row junction. The majority of Lot 2 is within 120m hose lay of this hydrant; however the building areas of Lot 1 & 3 are greater than 120m hose lays and will require either an additional hydrant or static water supply. New habitable buildings on Lot 1 must have either a static water installed to the standards listed in Table 4 of the *Planning Directive No. 5.1 Bushfire-Prone Areas Code.*, or an additional hydrant located within 120m hose lay of the furthest extent of building areas to meet the requirements of Table 3 of the *Planning Directive No. 5.1 Bushfire-Prone Areas Code*

Table E5 Static water supply for fire fighting

Column Element		Column 2 Requirement
A.	Distance between building area to be protected and water supply	<p>The following requirements apply:</p> <ul style="list-style-type: none"> 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.
B.	Static Water Supplies	<p>A static water supply:</p> <ul style="list-style-type: none"> 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 10,000 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; 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 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"> (i) metal; (ii) non-combustible material; or (iii) fibre-cement a minimum of 6 mm thickness.

Column Element		Column 2 Requirement
C.	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"> (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) Where buried, have a minimum depth of 300mm (compliant with <i>AS/NZS 3500.1-2003 Clause 5.23</i>); (e) Provide a DIN or NEN standard forged Storz 65 mm 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 220 mm length); (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 (i) Where a remote offtake is installed, ensure the offtake is in a position that is: <ul style="list-style-type: none"> (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
D.	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"> (a) comply with: Water tank signage requirements within <i>AS 2304-2011 Water storage tanks for fire protection systems</i>; or (b) comply with water tank signage requirements within <i>Australian Standard AS 2304-2011 Water storage tanks for fire protection systems</i>; or (c) comply with the Tasmania Fire Service Water Supply Signage Guideline published by the Tasmania Fire Service.

Column Element		Column 2 Requirement
E.	Hardstand	<p>A hardstand area for fire appliances must be provided:</p> <p>(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);</p> <p>(b) No closer than six metres from the building area to be protected;</p> <p>(c) With a minimum width of three metres constructed to the same standard as the carriageway; and</p> <p>(d) Connected to the property access by a carriageway equivalent to the standard of the property access.</p>

CONCLUSIONS

A 4 lot subdivision is proposed from existing title 232123/22 at 87 Five Acre Row, Westbury. The area is bushfire prone, being less than 100m from vegetation greater than 1ha in size. The proposed Balance Lot contains an existing dwelling and is considered exempt from Bushfire Provisions for the purposes of subdivision with the exception of its new access. There is sufficient area on lot 1, 2 and 3 to provide for BAL 19 habitable dwellings; these will require a hazard management area – low threat vegetation at specified distances from habitable buildings. Reduced building areas are available for BAL 19 construction and will need an extended hazard management area.

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 *Planning Directive No. 5.1 Bushfire-Prone Areas Code*.

Habitable buildings on Lot 1 and 3 must have a static water supply installed to the standards listed in Table 4 of the *Planning Directive No. 5.1 Bushfire-Prone Areas Code* prior to construction of habitable buildings. Lot 2 building areas are within 120m of an existing hydrant and no additional water supply requirements apply.

REFERENCES

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

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

Planning Commission (2017), *Planning Directive No. 5.1 Bushfire-Prone Areas Code*



Figure 2: Location, property in blue



Figure 3: Aerial Image



Figure 4: Proposed Subdivision Plan



Figure 5: north along Five Acre Row



Figure 6: east along northern boundary



Figure 7: east along Dexter St (southern boundary)



Figure 8 north east across lots

Bushfire Hazard Management Plan: Lot 1 –3 Subdivision of CT 232123/22 at 87 Five Acre Row 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	Habitable Building Setbacks	
	BAL 12.5	BAL 19
1	11m from northern and 22m from southern boundaries	5m from northern and 15 from southern boundaries
2	26m from northern boundary	18m from northern boundary
3	16m from northern and 14m from eastern boundaries, 26m from western boundary	11m from northern and 10m from eastern boundaries, 18m from western boundary

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.

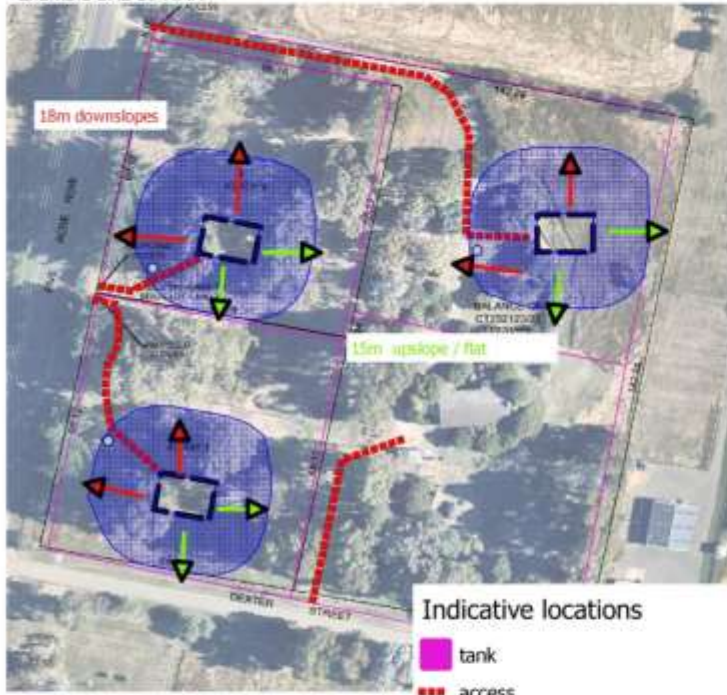
It is **important** to prepare your Bushfire Survival Plan, read your Community Protection Plan and know your Nearby Safer Place. These can be obtained from your Council or the Tasmanian Fire Service. For more information, visit www.fire.tas.gov.au

Scott Livingston
Accreditation: BFP – 105: 1, 2, 3A, 3B, 3C
Date 27/9/2019
SRL19/4852



Bushfire Hazard Management Plan: Lot 1 –3 Subdivision of CT 232123/22 at 87 Five Acre Row Westbury

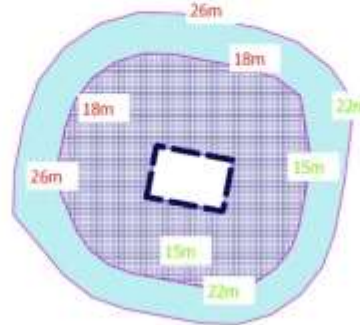
Example BAL 19 HMA



Indicative locations

- tank
- access
- BAL 12.5 HMA
- BAL 19 HMA
- dwelling

Hazard Management Area: Managed Land		
Façade	BAL 12.5 Construction	BAL 19 Construction
North and West	0-26m	0-18m
South and east	0-22m	0-15m



Extended HMA BAL 12.5

Hazard Management Areas (HMA)

Hazard management areas include the area to protect the buildings as well as the access and water supplies. All land within the area distances shown above 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

Scott Livingston
 Accreditation: BFP – 105: 1, 2, 3A, 3B, 3C
 Date 27/9/2019
 SRL19/4852



Bushfire Hazard Management Plan: Lot 1 –3 Subdivision of CT 232123/22 at 87 Five Acre Row Westbury

Water Supply

a static water supply to following standards must be installed for each building area: on lots 1 & 3

The following requirements apply:

- the building area to be protected must be located within 90m of the fire fighting water point of a static water supply; and
- 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:

- may have a remotely located offtake connected to the static water supply;
- 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;
- 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;
- must be metal, concrete or lagged by non-combustible materials if above ground; and
- 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:
 - metal;
 - 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:

- have a minimum nominal internal diameter of 50mm;
- be fitted with a valve with a minimum nominal internal diameter of 50mm;
- be metal or lagged by non-combustible materials if above ground;
- if buried, have a minimum depth of 300mm;
- provide a DIN or NEN standard forged Storz 65mm coupling fitted with a suction washer for connection to fire fighting equipment;
- ensure the coupling is accessible and available for connection at all times;
- ensure the coupling is fitted with a blank cap and securing chain (minimum 220mm length);
- ensure underground tanks have either an opening at the top of not less than 250mm diameter or a coupling component with this Table; and
- if a remote offtake is installed, ensure the offtake is in a position that is:
 - visible;
 - accessible to allow connection by fire fighting equipment;
 - at a working height of 450 – 600mm above ground level; and
 - 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:

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

A hardstand area for fire appliances must be:

- 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);
- no closer than 6m from the building area to be protected;
- a minimum width of 3m constructed to the same standard as the carriageway; and
- connected to the property access by a carriageway equivalent to the standard of the property access

Property Access

Access 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:

- All-weather construction;
- Load capacity of at least 20 tonnes, including for bridges and culverts;
- Minimum carriageway width of 4 metres;
- Minimum vertical clearance of 4 metres;
- Minimum horizontal clearance of 0.5 metres from the edge of the carriageway;
- Cross falls of less than 3 degrees (1:20 or 5%);
- Dips less than 7 degrees (1:8 or 12.5%) entry and exit angle;
- Curves with a minimum inner radius of 10 metres;
- 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
- Terminate with a turning area for fire appliances provided by one of the following:
 - A turning circle with a minimum inner radius of 10 metres; or
 - 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 27/9/2019
SRL19/4852



BUSHFIRE-PRONE AREAS CODE

CERTIFICATE¹ UNDER S51(2)(d) LAND USE PLANNING AND APPROVALS ACT 1993

1. Land to which certificate applies²

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:

87 Five Acre Row, Westbury

Certificate of Title / PID:

CT 232123/22 PID7100012

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

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

² 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: Proposed 4 Lot Subdivision

Author: 6TY Pty Ltd

Date: 23/9/2019

Version: B

Bushfire Hazard Report

Title: Bushfire Hazard Management Report, 87 Five Acre Row, Westbury v2

Author: Scott Livingston

Date: 27/9/2019

Version: 2

Bushfire Hazard Management Plan

Title: Bushfire Hazard Management Plan 87 Five Acre Row, Westbury v2

Author: Scott Livingston

Date: 27/9/2019

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 checked="" type="checkbox"/> E1.4 (a)	Insufficient increase in risk	Bushfire Hazard Management Report 87 Five Acre Row Westbury v2– Balance Lot only

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 87 Five Acre Row 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 87 Five Acre Row 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	
<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	Bushfire Hazard Management Plan 87 Five Acre Row Westbury v2- Lot 2 only
<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	Bushfire Hazard Management Plan v2 87 Five Acre Row Westbury- Lot 1 & 3 only
<input type="checkbox"/> E1.6.3 A2 (c)	Static water supply is consistent with the objective	

5. Bushfire Hazard Practitioner³

Name:	Scott Livingston	Phone No:	0438 951 021
Address:	12 Powers Road	Fax No:	
	Underwood	Email Address:	scottlivingston.lnra@gmail.com
	Tasmania		7250
Accreditation No:	BFP – 105	Scope:	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.

³ 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.

Signed:

certifier



Date: 27/9/2019

Certificate No: SRL19/48S2

**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: 87 Five Acre Row

Lot No: 1,2,3

Westbury

7303

Certificate of title No: 232123/22

The assessable item related to this certificate:

Bushfire Attack Level (BAL)

(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:

Bushfire Hazard

(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:

Bushfire Attack Level Assessment Report and Bushfire Hazard Management Plan

Relevant

NA

calculations:

Australian Standard 3959

- Planning Directive No.5.1 *Bushfire-Prone Areas Code*
- 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)

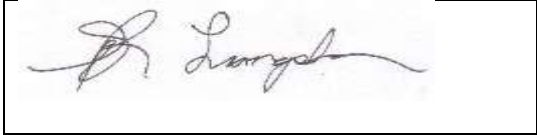
1. Assessment of the site Bushfire Attack Level (BAL) to Australian Standards 3959
2. Bushfire Hazard Management Plan

Assessed as -BAL 19, BAL 12.5

Proposal is compliant with DTS requirements, clauses 4.1, 4.2, 4.3 & 4.4 Directors Determination Requirements for Building in Bushfire Prone Areas (v2.1)

Scope and/or Limitations

I certify the matters described in this certificate.

	<i>Signed:</i>	<i>Certificate No:</i>	<i>Date:</i>
Qualified person:		<div style="border: 1px solid black; padding: 5px;">SRL19/48S2</div>	<div style="border: 1px solid black; padding: 5px;">27/9/2019</div>

SEARCH OF TORRENS TITLE

VOLUME 232123	FOLIO 22
EDITION 3	DATE OF ISSUE 09-Sep-2016

SEARCH DATE : 26-Aug-2019

SEARCH TIME : 04.07 PM

DESCRIPTION OF LAND

Town of WESTBURY

Lot 22 on Plan 232123

Derivation : Lot 22 Sec. C.9. Gtd. to F.F. Kowarzik

Prior CT 3095/92

SCHEDULE 1

E31698 TRANSFER to LEO FREDERICK WOODS and MARGARET ANNE
WOODS Registered 09-Sep-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. 1469

TASMANIA

REAL PROPERTY ACT, 1862, as amended

NOTE--REGISTERED FOR OFFICE

CONVENIENCE TO REPLACE



CERTIFICATE OF TITLE

Register Book

Vol. Fol.

3095 92

Cert. of Title Vol. 778, Fol. 73.

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
FIVE ACRES on the Plan hereon

FIRST SCHEDULE (Continued overleaf)

ROBERT JAMES KERNAN of Westbury, Farmer and
DOROTHY MAY KERNAN his Wife

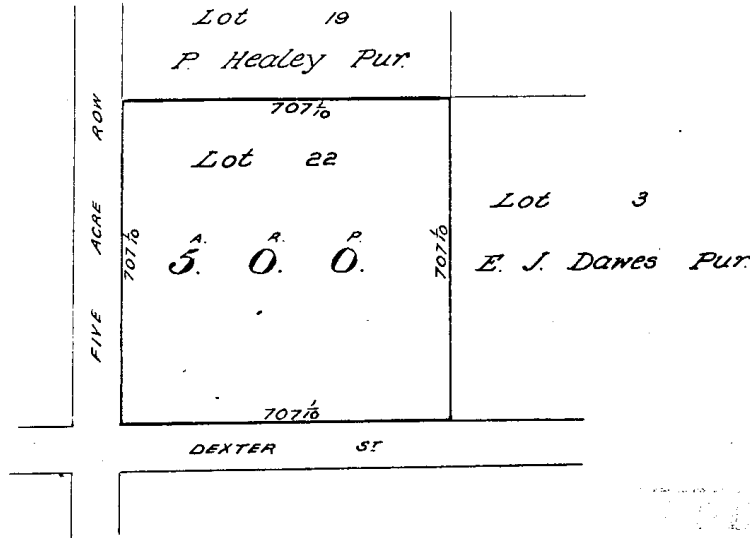
[Signature]

SECOND SCHEDULE (Continued overleaf)
NIL.

Lot 22 of this plan consists of all the land comprised in the above-mentioned cancelled folio of the Register.

REGISTERED NUMBER
AT
232123

NOTE--
Sq. C9
[Signature]



Lot 22 Sec.C.9. Gtd.to F. F. Kowarzik Meas.in Links

First Edition. Registered ? 1971
Derived from C.T. Vol.778.Fol.73. Transfer A91367 J.T. Newman & Anr.

Submission to Planning Authority Notice

Council Planning Permit No.	PA\20\0077	Council notice date	2/10/2019
TasWater details			
TasWater Reference No.	TWDA 2019/01450-MVC	Date of response	08/10/2019
TasWater Contact	Anthony Cengia	Phone No.	(03) 6237 8243
Response issued to			
Council name	MEANDER VALLEY COUNCIL		
Contact details	planning@mvc.tas.gov.au		
Development details			
Address	87 FIVE ACRE ROW , WESTBURY	Property ID (PID)	7100012
Description of development	Subdivision 4 lots		
Schedule of drawings/documents			
	Prepared by	Drawing/document No.	Revision No.
	6ty°	19.045 Sheet P01	B
			Date of Issue
			23/09/2019
Conditions			
<p>SUBMISSION TO PLANNING AUTHORITY NOTICE OF PLANNING APPLICATION REFERRAL</p> <p>Pursuant to the <i>Water and Sewerage Industry Act 2008 (TAS)</i> Section 56P(1) TasWater imposes the following conditions on the permit for this application:</p> <p>CONNECTIONS, METERING & BACKFLOW</p> <ol style="list-style-type: none"> 1. A suitably sized water supply with metered connections to each lot of the development must be designed and constructed to TasWater’s satisfaction and be in accordance with any other conditions in this permit. 2. Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections must be carried out by TasWater at the developer’s cost. 3. Prior to commencing construction of the subdivision/use of the development, any water connection utilised for construction/the development must have a backflow prevention device and water meter installed, to the satisfaction of TasWater. <p>ASSET CREATION & INFRASTRUCTURE WORKS</p> <ol style="list-style-type: none"> 4. Plans submitted with the application for Engineering Design Approval must, to the satisfaction of TasWater show, all existing, redundant and/or proposed property services and mains. 5. Prior to applying for a Permit to Construct new infrastructure the developer must obtain from TasWater Engineering Design Approval for new TasWater infrastructure. The application for Engineering Design Approval must include engineering design plans prepared by a suitably qualified person showing the hydraulic servicing requirements to TasWater’s satisfaction. 6. Prior to works commencing, a Permit to Construct must be applied for and issued by TasWater. All infrastructure works must be inspected by TasWater and be to TasWater’s satisfaction. 7. In addition to any other conditions in this permit, all works must be constructed under the supervision of a suitably qualified person in accordance with TasWater’s requirements. 8. Prior to the issue of a Consent to Register a Legal Document all additions, extensions, alterations or 			

upgrades to TasWater's water and sewerage infrastructure required to service the development are to be constructed at the expense of the developer to the satisfaction of TasWater, with live connections performed by TasWater.

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

FINAL PLANS, EASEMENTS & ENDORSEMENTS

15. Prior to the Sealing of the Final Plan of Survey, a Consent to Register a Legal Document must be obtained from TasWater as evidence of compliance with these conditions when application for sealing is made.
Advice: Council will refer the Final Plan of Survey to TasWater requesting Consent to Register a Legal Document be issued directly to them on behalf of the applicant.

DEVELOPMENT ASSESSMENT FEES

16. The applicant or landowner as the case may be, must pay a development assessment and Consent

to Register a Legal Document fee to TasWater, as approved by the Economic Regulator and the fees will be indexed, until the date they are paid to TasWater, as follows:

- a. \$351.28 for development assessment; and
- b. \$149.20 for Consent to Register a Legal Document

The payment is required by the due date as noted on the statement when issued by TasWater.

17. In the event Council approves a staging plan, a Consent to Register a Legal Document fee for each stage, must be paid commensurate with the number of Equivalent Tenements in each stage, as approved by Council.

Advice

General


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

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

Declaration

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

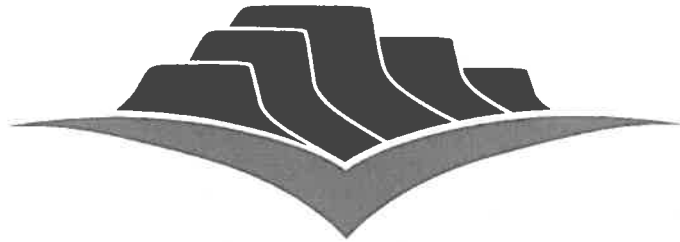
Authorised by



Jason Taylor
Development Assessment Manager

TasWater Contact Details

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



Meander Valley Council

Working Together

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\20\0077 - Subdivision (4 lots) at 87 Five Acre Row WESTBURY TAS 7303.

Signed:

Lynette While

Director Community & Development Services

02 October 2019

From: Karen Murray
Sent: 15 Jan 2020 00:35:37 +1100
To: Planning @ Meander Valley Council
Subject:

Planning Application PA\20\0077

14.01.2020

To The General Manager, Meander Valley Council,

I, Karen Murray of 24 Five Acre Row, Westbury, Tasmania 7303 object to the proposed subdivision of land situated at 87 Five Acre Row, Westbury Tasmania 7303 for the prospect of building purposes.

As a long term resident of the area in question, I believe that this area is unable to support the number of dwellings intended due to the structure of the land and the many large trees and animals whom reside here.

Due to where the existing dwelling is situated, Lots 1 and 2 DO NOT COMPLY with the minimum lot size which is 5000m², so therefore DOES NOT PASS THE PERFORMANCE CRITERIA for MINIMUM lot size in Westbury. I acknowledge that in the Planning Application it states that these lots will remain vacant, however I have come to notice that when these cases come before Council, this isn't always the case. Rules are broken and it seems people get away with brutalising a perfectly fine 5 acre block for their own greed.

The beautiful big and old trees that are supposedly where Lots 1 and 2 are to be, house a great number of native animals, insects and multiple types of fungus. By allowing these types of developments to occur, native animals, insects ect., vanish into the ether.

In the past 18 months, there have been NUMEROUS Planning Applications to subdivide these unique 5 acre blocks which I, along with other neighbours and residents have objected to. This is because these 5 acre blocks WERE NEVER TO BE SUBDIVIDED. This has been passed down through the ages. I, along with others believe that by allowing these types of subdivisions to occur, the unique lifestyle, character, heritage and ambience of the area will be forever lost.

Many people purchase these blocks for their own personal space, their own escape to the country, to run a business, have some animals etc. By allowing these types of subdivisions to occur we will all be living on top of each other. I believe that Westbury is being urbanised so more sinister developments can occur.

Westbury is identified as being low density living????? To me, this means land comprised mainly of low density housing where the planning objective is to PROTECT

the localities single dwelling character and landscape setting. These types of dwellings are often associated with rural residential areas where the housing density is very low. With the numerous amount of Planning Applications APPROVED by this Council even when it is detrimental to the area, this soon won't be so.

It is clear to see that the most recent Planning Applications have been submitted and approved by people who are NOT locals, people who have no regard for the historic values and are so hell-bent on destroying the unique lifestyle that these 5 acre blocks allow.

Signed: Karen Murray,
24 Five Acre Row,
Westbury. Tasmania. 7303

Contact number: 0419 574 536

PLANNING AUTHORITY 2

The following are applicable to this report.

Strategic/Annual Plan Conformance

Furtheres the objectives of the Council's Community Strategic Plan 2014 to 2024:

- Future Direction (1) - A sustainable natural and built environment
- Future Direction (2) - A thriving local economy
- Future Direction (4) - Innovative leadership and community governance

Policy Implications

Not Applicable.

Legislation

Council must conduct the process to complete the assessment of its Local Provisions Schedule in accordance with the *Land Use Planning and Approvals Act 1993* (LUPAA) and the directions of the Tasmanian Planning Commission (TPC).

Risk Management

Not applicable.

Financial Consideration

Not applicable.

Alternative Recommendations

Council can endorse the future Tasmanian Planning Commission notice and Local Provisions Schedule substantial modifications for public notification at a future ordinary meeting.

Voting Requirements

Simple majority

PLANNING AUTHORITY 2

Reference No. 29/2020

LOCAL PROVISIONS SCHEDULE – NOTIFICATION DELEGATION

Proposal: To delegate to the General Manager the authority to publicly exhibit the substantial modifications to the Draft Meander Valley Local Provisions Schedule as notified by the Tasmanian Planning Commission.

Author: Jo Oliver
Senior Strategic Planner

1) Introduction

The proposed delegation is required to efficiently continue the process toward the approval of Council's Draft Meander Valley Local Provisions Schedule and the implementation of the Tasmanian Planning Scheme under the *Land Use Planning and Approvals Act* (LUPAA) 1993.

2) Recommendation

It is recommended that Council delegates to the General Manager, its functions and powers pursuant to section 6 of the Land Use Planning & Approvals Act 1993, to:

- a) modify the Draft Meander Valley Local Provisions Schedule in accordance with a notice of the Tasmanian Planning Commission pursuant to section 35K;**
- b) submit the modified part of the Draft Meander Valley Local Provisions Schedule and required supporting documentation to the Tasmanian Planning Commission pursuant to section 35; and**
- c) exhibit the modified part of the Draft Meander Valley Local Provisions Schedule pursuant to sections 35B, 35C and 35D.**

3) Background

At the Ordinary Meeting of December 2017, Council endorsed its Draft Meander Valley Local Provisions Schedule (Draft LPS) for submission to the Tasmanian Planning Commission (TPC). The Draft LPS was subsequently

publicly exhibited for a period of 60 days through October to December 2018, with 41 representations being received from agencies and members of the public.

Council considered the representations to the Draft LPS in its report under section 35F of LUPAA at its ordinary meeting in April 2019. The report considered the merits of submissions made by the Meander Valley community and public agencies and supported some changes to the notified Draft LPS, to adjust or improve operational and development outcomes.

The TPC have held 10 days of public hearings into the Draft LPS between May and December 2019. During the hearings, some of the changes recommended by Council, as well as some presented to the hearings by representors, were recognised as being 'substantial modifications'. These are modifications that are considered to affect more than one party. As such, under the legislation, those parties are entitled to make a representation on the changes being proposed, as the nature of the changes are beyond the scope of the original, notified Draft LPS. This will require the public exhibition of only those components that are considered by the TPC to be substantial modifications.

Through the process of consideration of Council's submitted Draft LPS through hearings, including submissions of Council and representors, the TPC may also conclude that different modifications defined as 'substantial modifications' should be made.

This item was discussed at the Council Workshop held on Tuesday 28 January 2020.

4) Representations

Representations will be able to be made during the public exhibition of the modified part of the Draft LPS, when the notice to exhibit is received from the TPC and the 60 day exhibition period commences.

5) Consultation with State Government and other Authorities

State Government agencies and other authorities will be directly notified of the exhibition of the substantial modifications consistent with the process of notification for the original Draft LPS.

6) Officers Comments

The next stage of the process will be the issuing of a notice by the TPC, requiring Council to make modifications to its Draft LPS. Council has a statutory obligation to comply with any notice issued by the TPC and Council cannot alter the terms of the notice, or the information the notice requires is to be submitted.

As such, the purpose of this report is to seek delegation to the General Manager, the authority to make the modifications specified in the future notice of the TPC and proceed to public exhibition of those modifications. This will remove unnecessary delays to the process of completion of the Draft LPS, given that Council has no effective power to seek any changes prior to public exhibition.

As was the case for the public exhibition of the original Draft LPS, Council maintains the right to make a representation to the exhibited substantial modifications if there are any modifications it disagrees with, or if it considers there are improvements that are warranted.

Council will again be required to consider any representations that are made during the exhibition period and prepare a report to be submitted to the TPC that will:

- provide a statement of the planning authority's opinion as to the merit of each representation made, in particular as to:
 - whether the exhibited part of the Draft LPS should be modified; and
 - if recommended to be modified, the effect on the Draft LPS as whole;
- provide a statement as to whether the planning authority is satisfied that the Draft LPS meets the LPS criteria of LUPAA; and
- include the recommendation of the planning authority in relation to the exhibited part Draft LPS.

At this stage it is unknown when the TPC notice to make the modifications will be received.

1) Voting Requirements

Simple majority

INFRASTRUCTURE 1

Reference No. 30/2020

GREATER LAUNCESTON TRANSPORT VISION AND WORK PLAN

AUTHOR: Dino De Paoli
Director Infrastructure Services

1) Recommendation

It is recommended that Council:

- 1. endorse the exhibition of the Greater Launceston Transport Vision and the Greater Launceston Transport Vision Work Plan for community consultation and seek community feedback over a period of four weeks.***
- 2. endorse the use of an independent host site for the Greater Launceston Transport Vision and the Greater Launceston Transport Vision Work Plan community consultation process to provide a single contact point for the Greater Launceston community.***
- 3. notes that the report is available to Councillors on request to the General Manager under s 28D of the Local Government Act 1993.***
- 4. endorses the reports in Recommendation 1 to be released and made available to the public as part of a regional local government and State launch event planned for February or March 2020.***

2) Officers Report

The Greater Launceston region is growing and with this growth comes a variety of impacts on our region's transport networks and services. To effectively manage these impacts there is a need to ensure Launceston and the surrounding population bases invest in a transport system that meets community needs for work, education, recreation and tourism purposes.

The region also has several key stakeholders who are responsible for managing the transport network and services, but these stakeholders are fragmented across various municipal areas, service providers and other levels of Government.

In May 2018 senior State and Local Government representatives met to discuss the need for a shared transport vision for the region and a clear work plan to align resources and funding to a series of common transport objectives.

On the 21 September 2018 the Tasmanian Minister for Infrastructure confirmed the establishment of a Transport Working Group (TWG) to develop a shared Transport Vision for the Greater Launceston region. The TWG comprised of senior transport engineers, town planners and policy officers from State and Local Government listed below.

Local Government:

- City of Launceston Council
- Dorset Council
- George Town Council
- Meander Valley Council
- Northern Midlands Council
- West Tamar Council

State Government:

- Department of State Growth: Network Planning
- Department of State Growth: Passenger Transport
- Department of State Growth: Infrastructure Policy

Throughout late 2018 and 2019 a series of TWG workshops were held to research and develop a common Transport Vision for the Greater Launceston region.

A key outcome of the vision's development was the need to put the 'liveability' of the region at the heart of all transport planning and projects.

The final outcome of the process was the delivery of the Greater Launceston Transport Vision and Greater Launceston Transport Vision - Work Plan.

Greater Launceston Transport Vision

The Greater Launceston Transport Vision (the Vision) is a long term document aimed at guiding the way the Greater Launceston region plans, assesses, builds and operates its transport network and associated supporting services.

The Vision details four major themes that are critical to the delivery of a sustainable transport system.

Major themes:

- Integrated Transport, Land Use and Economic Planning;
- Greater Launceston Network Planning;
- Transport Options; and
- Primary Transport Corridors.

Greater Launceston Transport Vision - Work Plan

The Greater Launceston Transport Work Plan has been developed to maximise the communities understanding of the current, proposed and future activities and investment required to develop a sustainable transport network and associated services.

The work plan is not intended to be an extensive action list (that would be traditionally included within a transport strategy), but instead is a three to four year work plan that maps out the key initiatives and investments required to shape the short and medium term transport needs of the region.

The Work Plan responds to the below series of questions:

- What do we already know?
- What do we need to investigate?
- Establishing a clear vision?
- What strategies do we need to get us there?
- What we're working on?
- What's in the pipeline?

The final work plan details a number of projects, initiatives and programs to be delivered by Local and State Government, as well as other key stakeholders.

The Work Plan also highlights a series of priority projects that are critical to the management of short term transport issues and informing the long term transport needs of the region; including a future Greater Launceston Transport Strategy.

Next Steps

The next step in the development of a Greater Launceston Transport Vision and Work Plan is to seek approval from all partner councils and State Government to exhibit the two documents for public consultation.

It's proposed to put the Vision and Work Plan on community consultation for four weeks and seek feedback via an independent website to maximise the consistency in community communication and the ability to collate a single feedback dataset.

The exhibition period will commence once all Vision partners have endorsed the Vision and Work Plan for consultation.

3) Council Strategy and Policy

Furthers the objectives of the Council's Community Strategic Plan 2014 to 2024:

- Future direction (5) – Innovative leadership and community governance
- Future direction (6) – Planned infrastructure services

4) Legislation

Not applicable.

5) Risk Management

Not applicable.

6) Government and Agency Consultation

Council officers have been working with representatives from local and State Government in the development of the documents.

7) Community Consultation

The Vision and Work Plan are proposed to be provided for community feedback following endorsement by stakeholders.

8) Financial Consideration

There is no budget requirement for the implementation of the Greater Launceston Transport Vision. All consultation will be completed in collaboration with the six partner councils and the Department of State Growth, and within current budget allocations.

Any future initiatives will be subject to Council's annual budget process.

9) Alternative Recommendations

Not applicable

10) Voting Requirements

Simple majority

DECISION:

INFRASTRUCTURE 2

Reference No. 31/2020

REVIEW OF COUNCIL'S STRATEGIC ASSET MANAGEMENT PLAN

AUTHOR: Rob Little
Asset Management Coordinator

1) Recommendation

It is recommended that Council confirms the continuation of the Strategic Asset Management Plan amended as shown in Infrastructure 2 attachment.

2) Officers Report

The purpose of this report is for Council to approve the continuation of the amended Strategic Asset Management Plan (SAMP).

Amendments made to the Local Government Act in 2014 place a greater focus on Asset Management (AM). These changes centre on linking AM to strategic objectives of councils and ensuring long term sustainable delivery of services to the community.

All Tasmanian councils are required by the Local Government Act to have a Long Term Strategic Asset Management Plan and an AM Strategy.

The SAMP document used by Council has been developed by the Institute of Public Works and Engineering Australasia. It has been approved by the Department of Premier and Cabinet as meeting the requirements of the Act for a Long Term Strategic Asset Management Plan and AM Strategy. The SAMP document also summarises Council's five AM Plans into one succinct document.

The SAMP sets out to link Council's strategic and AM objectives and how these will be achieved. The principles listed in the SAMP are based on informed decision making for Council, to ensure our community receives services that they require over the long term and are willing to pay for, while understanding the underlying level of risk to the organisation.

AM is simple in principle but takes into consideration many factors which can be very complex and detailed. The SAMP has been prepared to be a concise, simple to read document and reduces the number of AM documents required to be managed by Council officers.

The SAMP document was discussed at the October 2019 Audit Panel meeting and the January 2020 Council Workshop.

3) Council Strategy and Policy

Furthers the objectives of the Council's Community Strategic Plan 2014 to 2024:

- Future direction (6) – Planned infrastructure services

4) Legislation

Local Government Act 1993

5) Risk Management

Risk management plays an important part in Council's AM activities. Through the embedded risk management practices, Council can ensure that the inherent risks associated with asset ownership are minimised.

There are risks associated with providing services, activities and projects to the community. The SAMP allows risks relating to service delivery to be identified and communicated to Council.

6) Government and Agency Consultation

Not applicable.

7) Community Consultation

Not applicable.

8) Financial Consideration

Financial sustainability is one of the main objectives of AM. If Council is unable to fund the provision of services at current levels or meet demand for new services in the future, this will have a negative impact on the organisations financial position.

The SAMP delivers AM outcomes which are informed by strategic decisions made by Council using a long term sustainable approach. This information feeds through Council's AM Plans to the Long Term Financial Plan which outlines the predicted spending forecast for Council to deliver services to the community over the next 10 year period.

9) Alternative Recommendations

Council can elect to approve the Plan with amendment.

10) Voting Requirements

Simple majority

DECISION:

Strategic Asset Management Plan



Version 5
January 2020 – DRAFT VERSION





IPWEA

INSTITUTE OF PUBLIC WORKS
ENGINEERING AUSTRALASIA
Meander Valley Council Ordinary Agenda - 11 February 2020



Meander Valley Council
WORKING TOGETHER
Page 93

Document Control		 			
Document ID: 150223 nams.plus3 strategic amp template v3.10					
Rev No	Date	Revision Details	Author	Reviewer	Approver
1	14-7-2015	First version of Strategic Asset Management Plan	R Little	John Howard	Council
2	15-12-2016	Review and annual update	R Little	D De Paoli	D De Paoli
3	1-12-2017	Review and annual update	R Little	D De Paoli	AM Team
4	23-8-2018	Review and annual update	R Little	D De Paoli	AM Team
5	16-2-2020	Review and annual update (Oct '19) & addition of Sport & Rec Venue Plan	R Little	D De Paoli	

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The Institute of Public Works Engineering Australia.

www.ipwea.org/namsplus

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1. EXECUTIVE SUMMARY

Context

Meander Valley Council is responsible for the acquisition, operation, maintenance, renewal and disposal of an extensive range of physical assets with a \$267,985,000 replacement value, covered by this Plan.

These assets include land, buildings, parks, recreation areas, roads, footpaths, drainage systems, bridges and associated operating assets and provide service essential to our community's quality of life.

This Strategic Asset Management Plan (SAMP) takes the organisational objectives in our Meander Valley Council Community Strategic Plan 2014 to 2024 and develops the asset management (AM) objectives, principles, framework and strategies required to achieve our organisational objectives. The plan summarises activities and expenditure projections from individual Asset Management Plans (AMPs) to achieve the AM objectives

Current situation

Council has achieved a 'core' maturity for AM as assessed against the Local Government Financial and AM Reform Project gap analysis process. Council is committed to continue to monitor its current maturity and to make improvements where the benefits exceed the costs. Improvement tasks with costs and target dates have been identified and documented in Table 7.2 Improvement Plan.

What does it Cost?

10 Year Total Cost

The projected 10 year total cost necessary to provide the services covered by this SAMP including renewal, upgrade/new, operations and maintenance is \$10,812,000 on average per year.

10 Year Budget

Estimated available funding for this period is \$10,543,000 on average per year. This is a funding shortfall of \$268,000 on average per year, which gives a financial indicator of 98%.

What we will do

Our aim is to provide the services needed by the community in a financially sustainable manner. Achieving financial sustainability requires balancing service levels and performance with cost and risk.

It may not be possible to meet all expectations for services within current financial resources. We will continue to work with our community to ensure that needed services are provided at appropriate levels of service at an affordable cost while managing risks.

Managing the Risks

There are risks associated with providing the service and not being able to complete all identified activities and projects. We have identified major risks as:

- Reduced financial assistance grant (FAGs) funding to Council
- Increased loading and shorter life for rural roads
- Declining real income of community (high percentage of population on pensions or welfare)
- Loss of younger people from the community
- Funding BPSP, ODPs, OSPs and Deloraine and Westbury Sport and Recreation Study projects
- Increased traffic volumes on Westbury Road
- Respond to all mobility access issues
- Respond to all issues identified as a major concern to Council
- Handover of State roads to Council

We will endeavour to manage these risks within available funding by:

- Increase strength of high use rural roads
- Aligning future asset expenditure to match adopted projects approved by Council
- Develop an affordable open drain and stormwater upgrade program
- Actively identify mobility access issues and address based on risk
- Defer projects to fund any major new risks identified by Council.

Confidence Levels

This SAMP is based on medium to high level of confidence in the information used.

Our Current Limitations

Council is currently developing a number of strategic documents. Outcomes and projects identified as part of these documents are in the process of being finalised or adopted by Council.

These strategic documents include:

- The Blackstone Heights/Prospect Vale Structure Plan (BPSP) and Outline Development Plans (ODP) for Hadspen and Westbury
- Deloraine and Westbury Sport and Recreation Study
- Open Space Plan (OSP) outcomes
- Pipe open drains and undertake extensive stormwater upgrades

Until these outcomes and projects are adopted by Council, and given the current funding model these projects and their budgets are not included in our LTFP. There is a potential risk of funding not being available for an adopted project if it is not identified in the LTFP and also in our AMPs.

The Next Steps

The actions resulting from this SAMP are:

- Develop linkage of Council strategic documents to our AMPs and the LTFP
- Improve information about organisational objectives and AM objectives in this SAMP
- Continue to develop and improve Council's understanding of asset risks
- Develop an asset disposal plan.

2. ASSET MANAGEMENT STRATEGY

2.1 Asset Management System

AM enables an organisation to realise value from assets in the achievement of organisational objectives, while balancing financial, environmental and social costs, risk, quality of service and performance related to assets.¹

An AM system is a set of interrelated and interacting elements of an organisation to establish the AM Policy and AM objectives, and the processes needed to achieve those objectives. An AM system is more than a 'management information system'. The AM system provides a means for coordinating contributions from, and interactions between, functional units within an organisation.²

The AM system includes:

- The Asset Management Policy
- The asset management objectives
- The Strategic Asset Management Plan
- The Asset Management Plans, which are implemented in
 - Operational planning and control
 - Supporting activities
 - Control activities
 - Other relevant processes.³

2.1.1 Asset Management Policy

The AM Policy sets out the principles by which the organisation intends applying AM to achieve its organisational objectives.⁴ Organisational objectives are the results the organisation plans to achieve, as documented in our Meander Valley Council Community Strategic Plan 2014 to 2024. Our adopted AM Policy is available from our web site at <http://www.meander.tas.gov.au/page.aspx?u=517>

2.1.2 Asset Management Objectives

The AM objectives, developed in this SAMP provide the essential link between the organisational objectives and the AMP(s) that describe how those objectives are going to be achieved. The AM objectives transform the required outcomes (product or service) to be provided by the assets, into activities typically described in the AMPs. AM objectives should be specific, measurable, achievable, realistic and time bound (i.e. SMART objectives).⁵

2.1.3 Strategic Asset Management Plan

This SAMP is to document the relationship between the organisational objectives set out in the Meander Valley Council Community Strategic Plan 2014 to 2024 and the AM (or service) objectives and define the strategic framework required to achieve the AM objectives.⁶

This SAMP encompasses the following services:

- Transport
- Stormwater
- Buildings
- Bridges
- Recreation.

¹ ISO, 2014, ISO 55000, Sec 2.2, p 2

² ISO, 2014, ISO 55000, Sec 2.5.1, p 5

³ ISO, 2014, ISO 55002, Sec 4.1.1, p 2.

⁴ ISO, 2014, ISO 55002, Sec 5.2, p 7.

⁵ ISO, 2014, ISO 55002, Sec 6.2.1, p 9.

⁶ ISO, 2014, ISO 55002, Sec 4.1.1, p 2.

The strategic AM framework incorporates strategies to achieve the AM objectives. The strategies are developed in 4 steps:

- What assets do we have?
- Our assets and their management
- Where do we want to be?
- How will we get there?⁷

2.1.4 Asset Management Plans

Supporting the SAMP are AMPs for major service/asset categories. The AMPs document the activities to be implemented and resources to be applied to meet the AM objectives. The SAMP summarises the key issues from following AMPs:

- Meander Valley Council Transport Asset Management Plan
- Meander Valley Council Stormwater Asset Management Plan
- Meander Valley Council Buildings Asset Management Plan
- Meander Valley Council Bridges Asset Management Plan
- Meander Valley Council Recreation Asset Management Plan.

2.1.5 Asset Management Definitions

The following definitions are to be read in conjunction with this and other Council asset management documents including the Asset Management Policy and Asset Management Plans.

Infrastructure Assets

Physical assets that contribute to meeting the needs of organisations or the need for access to major economic and social facilities and services, eg. roads, drainage, footpaths and cycleways. These are typically large, interconnected networks or portfolios of composite assets. The components of these assets may be separately maintained, renewed or replaced individually so that the required level and standard of service from the network of assets is continuously sustained. Generally the components and hence the assets have long lives. They are fixed in place and are often have no separate market value.

Non-Current Assets

Assets with a service life exceeding one year. For local government this includes roads, bridges, footpaths, stormwater, recreational buildings and facilities, computer software, plant and equipment, and intellectual property.

Maintenance

All actions necessary for retaining an asset as near as practicable to an appropriate service condition, including regular ongoing day-to-day work necessary to keep assets operating, eg road patching but excluding rehabilitation or renewal. It is operating expenditure required to ensure that the asset reaches its expected useful life.

Renewal/refurbishment

Restores, rehabilitates, replaces existing asset to its original capacity, eg gravel resheets. See Capital expenditure - renewal.

Capital expenditure - Renewal

Expenditure on an existing asset or on replacing an existing asset, which returns the service capability of the asset up to that which it had originally. It is periodically required expenditure, relatively large (material) in value compared with the value of the components or sub-components of the asset being renewed. As it reinstates existing service capacity, it generally has no impact on revenue, but may reduce future operating and maintenance expenditure if completed at the optimum time, eg. resurfacing a material part of a road network, replacing a material section of a drainage network with pipes of the same capacity, resurfacing an oval.

⁷ LGPMC, 2009, Framework 2, Sec 4.2, p 4.

Upgrade/New

Upgrade enhancements to an existing asset to provide higher levels of service, eg widen a sealed road. New assets are created to meet additional service level requirements, eg a new building.

Capital expenditure - Upgrade

Expenditure, which replaces a previously existing asset with enhanced capability or function, where an option existed for replacement without the enhanced capability or functionality. Upgrade expenditure is discretionary and often does not result in additional revenue unless direct user charges apply. It will increase operating and maintenance expenditure in the future because of the increase in the organisation’s asset base, eg. widening the sealed area of an existing road, replacing drainage pipes with pipes of a greater capacity, enlarging a grandstand at a sporting facility.

Capital expenditure - New

Expenditure which creates a new asset providing a new service/output that did not exist beforehand. As it increases service potential it may impact revenue and will increase future operating and maintenance expenditure.

“Whole of life” or “Life Cycle Cost”

Includes all costs associated with the ownership of an asset that allows it to continue to function and meet service needs over its life or even multiple iterations including planning, creation, operations, maintenance, depreciation, renewal and disposal. If asset planning is limited to a single phase such as creation, decisions may not take into account long-term issues and the ongoing cost to the community.

Service Levels (Levels of Service)

Services are the reason for having assets. Levels of Service are outcomes that Council delivers to the community which are not limited to safety, customer satisfaction, quality, capacity, reliability, availability and costs which meet the organisations social, political, economic and environmental objectives. Service levels can be measureable, helping inform councils defined service quality and identify opportunities. A large proportion of Council’s annual budget is spent on delivering services to the community.

Useful life

The period over which an asset is expected to be available for use by an entity. It is estimated or expected time between placing the asset into service and removing it from service, or the estimated period of time over which the future economic benefits embodied in a depreciable asset, are expected to be consumed by the entity.

Depreciation

The systematic allocation of the depreciable amount of an asset over its useful life and recognises the consumption of economic benefit of the asset.

2.2 What Assets do we have?

We manage many assets to provide services to our community. The assets provide the foundation for the community to carry out its everyday activities while contributing to overall quality of life.

Table 2.2: Assets covered by this Plan

Asset Class/Category	Dimension
Bridges	216 (No.) 16 Timber Bridges, 6 for renewal in 2019/20 (Jun 19 BMS)
Sealed Roads	564 (km)
Unsealed Roads	257 (km)
Buildings	120 (No.)
Stormwater Pipes	107.4 (km)
Stormwater Pits	2,971 (No.)
Playgrounds and outdoor fitness	36 (No.)
Sports grounds	8 (No.)
Parks and reserves	63 (No.)

2.3 Our Assets and their management

2.3.1 Asset Values

The infrastructure assets covered by this SAMP are shown in Table 2.3.1. These assets are used to provide services to the community.

Table 2.3.1: Assets covered by this Plan

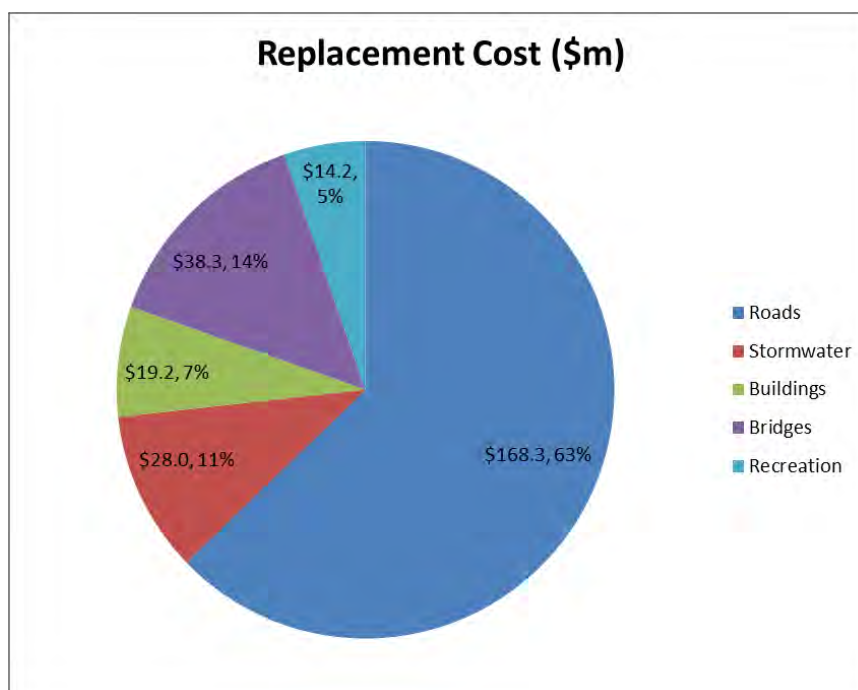
Asset Class/Category	Total Current Replacement Cost	Current Value	Annual Asset Consumption (Depreciation)
Roads	\$168,260,000	\$95,942,000	\$2,410,000
Stormwater	\$28,042,000	\$19,876,000	\$371,000
Buildings	\$19,214,000	\$18,392,000	\$368,000
Bridges	\$38,268,000	\$27,910,000	\$470,000
Recreation	\$14,201,000	\$7,779,000	\$565,000
TOTAL	\$267,985,000	\$169,899,000	\$4,184,000

Note:

- figures shown relate to assets covered in AMPs and do not cover other asset classes (eg Plant and Equipment)
- Council's Annual Depreciation stated in the Annual Report 2016 is \$4,884,407

Figure 1 shows the replacement value of our assets.

Figure 1: Asset Replacement Values



2.3.2 Asset Condition

Condition data exists for roads, bridges, buildings and to a lesser degree recreation (predominately playgrounds and outdoor fitness equipment). No comprehensive or accurate condition data exists for stormwater assets.

Council has undertaken a road condition survey in 2018, a building revaluation (including overall building condition) is to be undertaken in 2019, bi-annual bridge inspections and annual comprehensive playground inspections, including outdoor fitness equipment.

Council's existing asset data needs to be updated with current information and this data needs to be included into the asset register. From this summary details of the overall condition of Council's assets can be ascertained.

2.3.3 Lifecycle Costs

Lifecycle costs (or whole of life costs) are the average annual costs that are required to sustain the service levels over the longest asset life. Lifecycle costs include operations and maintenance expenditures plus asset consumption (depreciation). Lifecycle costs can be compared to lifecycle expenditure to give an indication of sustainability in service provision.

Lifecycle expenditures include operations and maintenance expenditures (excluding depreciation) plus capital renewal expenditure. The capital renewal component of lifecycle expenditure can vary depending on the timing of asset renewals.

The lifecycle costs and expenditures averaged over the 10 year planning period are shown in Table 2.3.3.

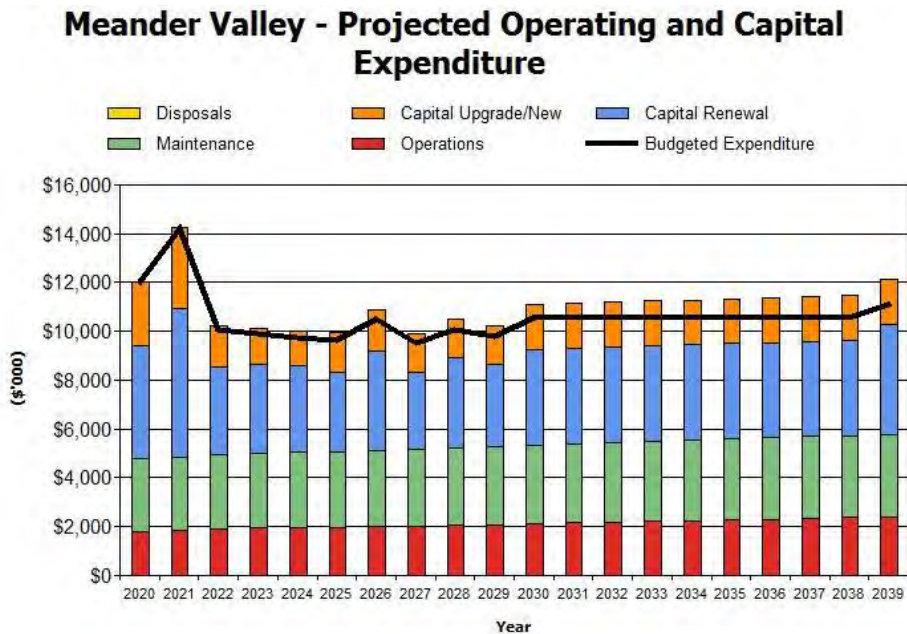
Table 2.3.3: Asset Lifecycle Costs

Asset Class/Category	Lifecycle Cost (\$M/yr)	Lifecycle Expenditure (\$M/yr)	Lifecycle Sustainability Indicator
Roads	\$5.08	\$5.02	99%
Stormwater	\$0.35	\$0.34	96%
Buildings	\$1.17	\$1.13	97%
Bridges	\$0.78	\$0.78	100%
Recreation	\$1.59	\$1.43	90%
TOTAL	\$8.96	\$8.70	96%

2.3.4 Asset Management Indicators

An AM objective is to provide the services that the community needs at the optimum lifecycle cost in a financially sustainable manner. Figure 2 shows the projected operations, maintenance, capital renewal, capital upgrade/new expenditure balanced with financial outlays in the long-term financial plan.

Figure 2: Balanced Position Projected Operating and Capital Expenditure



The purpose of this SAM Plan is to develop the strategies to achieve the AM objectives through balancing of asset service performance, cost and risk.

2.3.5 Opportunities and Risks

We have identified opportunities relevant to the services included in this SAMP plan for the future including:

- Increased agricultural production for irrigation schemes and increased land values and Council revenue
- Increased population.

Relevant risks to the SAMP in the future are:

- Reduced financial assistance grant (FAG) funding to Council
- Increased loading and shorter life for rural roads
- Funding the Blackstone/Prospect Structure Plan, Outline Development Plans, Open Space Plan and Deloraine and Westbury Sport and Recreation Study projects
- Increased traffic volume on Westbury Road, plus possible traffic control devices at the Country Club Avenue intersection
- Undertake major stormwater upgrades to address identified network deficiencies
- Handover of State roads to Council

Infrastructure risk management plans for these and other relevant risks are summarised with risk management activities and resource requirements incorporated in the relevant AMP(s).

2.3.6 Asset and Financial Management Maturity

Council has taken steps to improve asset and financial management performance including assessing our AM maturity against the 3 Frameworks of the Local Government Financial Sustainability National Consistent Frameworks. Council has achieved 'core' maturity with the Frameworks. Figure 3 shows the current and target 'core' and 'advanced' maturity scores for the eleven elements of the National Frameworks for asset and financial management.

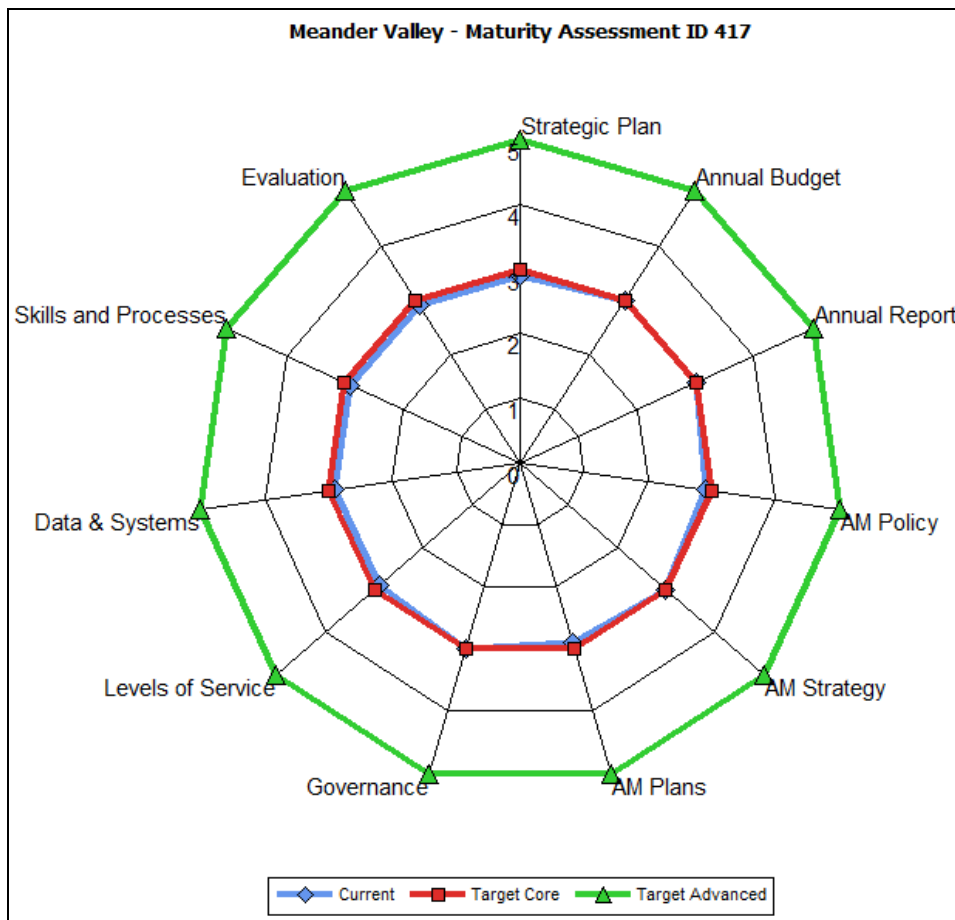


Figure 3: Maturity Assessment

Note - maturity assessment results from LGAT Financial and Asset Reform fund Gap Analysis conducted by Jeff Roorda – JRA

Improvement in 'core' maturity is indicated by movement of the blue (current maturity) line to the red ('core' maturity) and green line (desired maturity).

Elements with a maturity score that require some further action include:

- Linkage of AMP to Strategic objectives
- Levels of Service
- Data and systems
- Skills and processes.

The risk to the organisation from the current maturity is shown in Figure 4.

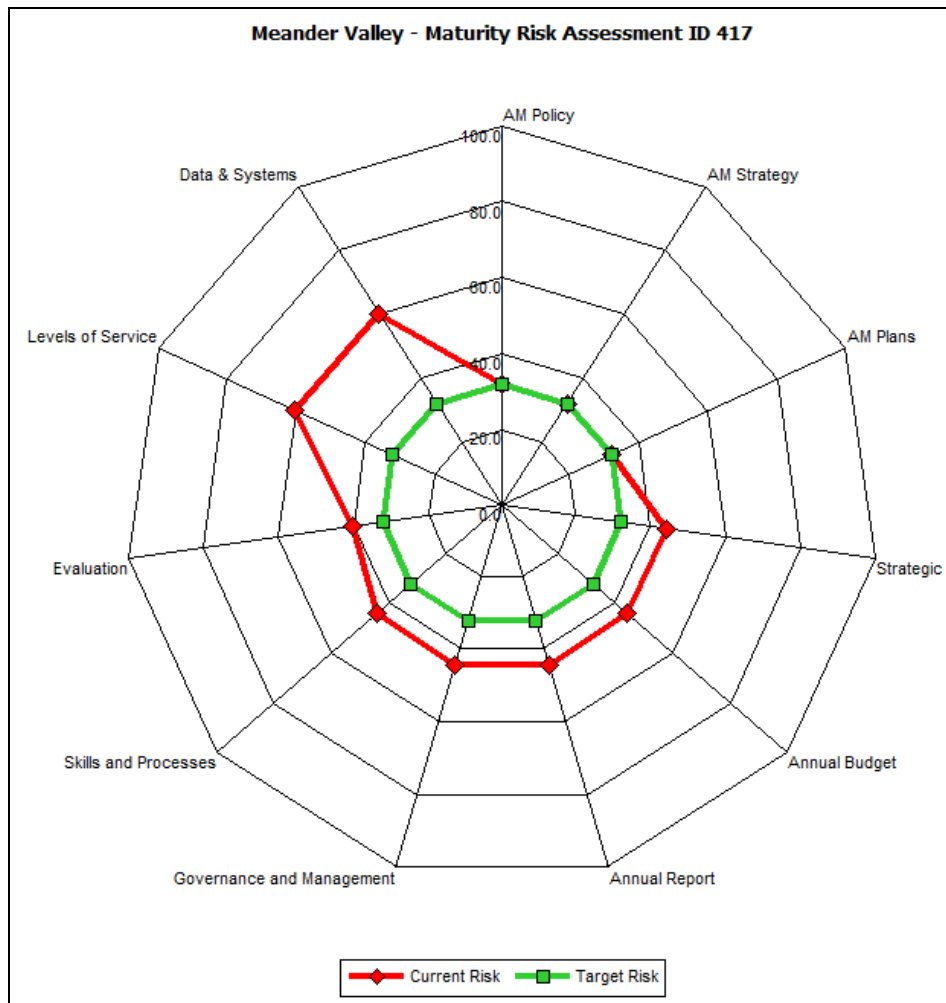


Figure 4: Maturity Risk Assessment

Reduction in risk from current maturity is indicated by movement of the red (current risk) line to the green line (desired risk).

Elements with high maturity risk to the organisation are:

- Data & systems
- Levels of service.

2.3.7 Strategy Outlook

- We are able to provide current services at existing levels into the future.
- We are able to fund current infrastructure lifecycle costs at current levels of service from available revenue.
- Our current asset and financial management maturity is at 'core' level but some investment is needed to improve information management, lifecycle management, service management and accountability and strategic direction.

2.4 Where do we want to be?

2.4.1 Community Expectations

We have identified community expectations for service levels to be generally consistent with current levels of service. This has been identified through biennial customer satisfaction surveys conducted by EMRS and Myriad. Community engagement is necessary to ensure that informed decisions are made on future levels of service and costs and that service and risk consequences are known and accepted by stakeholders.

2.4.2 Organisational Objectives

Council's objectives are developed in the Community Strategic Plan under Vision, Mission, Values and Priority Areas as shown below.

Vision

The backdrop of the Great Western Tiers, the mix of urban lifestyle and rural countryside give Meander Valley its unique look and feel, offering liveability and healthy lifestyle choices.

A Community working together growing for generations to come.

Values

To guide our choices and behaviours

In all that we do we will:

- Respect, listen and care for one another
- Be trustworthy, honest and tolerant
- Be positive and receptive to new ideas
- Be innovative, creative and learn
- Take a fair, balanced and long term approach
- Use sound business practices
- Work together.

Our six future directions

1. A sustainable natural and built environment
2. A thriving local economy
3. Vibrant and engaged communities
4. A Healthy and safe community
5. Innovative leadership and community governance
6. Planned infrastructure services.

The organisational objectives developed for priority areas are shown in Table 2.4.2.

Table 2.4.2: Strategic Priority Areas and Organisational Objectives

Future Direction	Strategic Outcomes
1. Vibrant and engaged communities	3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies
2. A Healthy and safe community	4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation
3. Innovative leadership and community governance	5.2 Long term financial planning and AM underpins the ongoing viability of Meander Valley
4. Planned infrastructure services	6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies
	6.3 The Meander Valley transport network meets the present and future needs of the community and business
	6.4 Open space, parklands, recreation facilities, cemeteries and public building are well utilised and maintained
	6.5 Stormwater and flooding cause no adverse impacts
	6.6 Infrastructure services are affordable and meet the community's needs into the future

2.4.3 Asset Management Objectives (Strategies)

The AM objectives (or strategies) translate the organisational objectives into the required service outcomes to be provided by infrastructure assets and activities described in the AMPs. Actions to achieve the AM objectives with performance targets and timelines are shown in Tables 2.4.3 – 2.4.3.5.

Table 2.4.3: Asset Management Objectives - Roads

Asset Management Objective	Action	Performance Target & Timeline
Strategic Outcomes: 3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies		
Risk and resilience plans are managed within AMPs	Review risks and resilience annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation		
Transport service delivery is matched to demand	Review of function and capacity/usage level of service indicators annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 5.2 Long term financial planning and AM underpins the ongoing viability of Meander Valley		
Transport service delivery is appropriate and affordable	Review, update and link AMPs with long-term financial plans for budget estimates	Plans updated and budget based on long-term financial plan
Strategic Outcomes: 6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies		
Provide agreed service levels from road assets	Manage operations and maintenance of road assets within budget	Achieve Level of Service (LoS) targets Annual budget compliance
Provide agreed service levels from road assets	Renew and replace road assets in accordance with AMPs	CWP compliance Annual budget compliance
Strategic Outcomes: 6.3 The Meander Valley transport network meets the present and future needs of the community and business		
Transport services meet community demand and usage	Provide transport services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance
Strategic Outcomes: 6.6 Infrastructure services are affordable and meet the community's needs into the future		
Transport services are delivered to agreed levels of service and within budgets	Provide transport services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance

Table 2.4.3.1: Asset Management Objectives - Stormwater

Asset Management Objective	Action	Performance Target & Timeline
Strategic Outcomes: 3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies		
Risk and resilience plans are managed within AMPs	Review risks and resilience annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation		
Stormwater service delivery is matched to demand	Review of function and capacity/usage level of service indicators annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 5.2 Long term financial planning and AM underpins the ongoing viability of Meander Valley		
Stormwater service delivery is appropriate and affordable	Review, update and link AMPs with long-term financial plans for budget estimates	Plans updated and budget based on long-term financial plan
Strategic Outcomes: 6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies		
Provide agreed service levels from Stormwater assets	Manage operations and maintenance of Stormwater assets within budget	Achieve LoS targets Annual budget compliance
Provide agreed service levels from Stormwater assets	Renew and replace Stormwater assets in accordance with AMPs	CWP compliance Annual budget compliance
Strategic Outcomes: 6.5 Stormwater and flooding cause no adverse impacts		
Stormwater services meet community demand and usage	Provide Stormwater services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance
Strategic Outcomes: 6.6 Infrastructure services are affordable and meet the community's needs into the future		
Stormwater services are delivered to agreed levels of service and within budgets	Provide Stormwater services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance

Table 2.4.3.2: Asset Management Objectives - Buildings

Asset Management Objective	Action	Performance Target & Timeline
Strategic Outcomes: 3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies		
Risk and resilience plans are managed within AMPs	Review risks and resilience annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation		
Building service delivery is matched to demand	Review of function and capacity/usage level of service indicators annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 5.2 Long term financial planning and AM underpins the ongoing viability of Meander Valley		
Recreation service delivery is appropriate and affordable	Review, update and link AMPs with long-term financial plans for budget estimates	Plans updated and budget based on LTFF
Strategic Outcomes: 6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies		
Provide agreed service levels from building assets	Manage operations and maintenance of building assets within budget	Achieve LoS targets Annual budget compliance
Provide agreed service levels from building assets	Renew and replace building assets in accordance with AMPs	CWP compliance Annual budget compliance
Strategic Outcomes: 6.4 Open space, parklands, recreation facilities, cemeteries and public building are well utilised and maintained		
Building services meet community demand and usage	Provide building services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance
Strategic Outcomes: 6.6 Infrastructure services are affordable and meet the community's needs into the future		
Building services are delivered to agreed levels of service and within budgets	Provide building services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance

Table 2.4.3.3: Asset Management Objectives - Bridges

Asset Management Objective	Action	Performance Target & Timeline
Strategic Outcomes: 3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies		
Risk and resilience plans are managed within AMPs	Review risks and resilience annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 5.2 Long term financial planning and AM underpins the ongoing viability of Meander Valley		
Bridge service delivery is appropriate and affordable	Review, update and link AMPs with long-term financial plans for budget estimates	Plans updated and budget based on long-term financial plan
Strategic Outcomes: 6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies		
Provide agreed service levels from bridge assets	Manage operations and maintenance of bridge assets within budget	Achieve LoS targets Annual budget compliance
Provide agreed service levels from bridge assets	Renew and replace bridge assets in accordance with AMPs	CWP compliance Annual budget compliance
Strategic Outcomes: 6.3 The Meander Valley transport network meets the present and future needs of the community and business		
Bridge services meet community demand and usage	Provide bridge services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance
Strategic Outcomes: 6.6 Infrastructure services are affordable and meet the community's needs into the future		
Bridge services are delivered to agreed levels of service and within budgets	Provide bridge services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance

Table 2.4.3.4: Asset Management Objectives – Recreation

Asset Management Objective	Action	Performance Target & Timeline
Strategic Outcomes: 3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies		
Risk and resilience plans are managed within AMPs	Review risks and resilience annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation		
Recreation service delivery is matched to demand	Review of function and capacity/usage level of service indicators annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 5.2 Long term financial planning and AM underpins the ongoing viability of Meander Valley		
Recreation service delivery is appropriate and affordable	Review, update and link AMPs with LTFP for budget estimates	Plans updated and budget based on long-term financial plan
Strategic Outcomes: 6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies		
Provide agreed service levels from recreation assets	Manage operations and maintenance of land improvement and recreation assets within budget	Achieve LoS targets Annual budget compliance
Provide agreed service levels from recreation assets	Renew and replace land improvement and recreation assets in accordance with AMPs	CWP compliance Annual budget compliance
Strategic Outcomes: 6.4 Open space, parklands, recreation facilities, cemeteries and public building are well utilised and maintained		
Recreation services meet community demand and usage	Provide recreation services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance
Strategic Outcomes: 6.6 Infrastructure services are affordable and meet the community's needs into the future		
Recreation services are delivered to agreed levels of service and within budgets	Provide recreation services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance

2.5 Asset Management Vision

To ensure the long-term financial sustainability of the organisation, it is essential to balance the community's expectations for services with their ability to pay for the infrastructure assets used to provide the services. Maintenance of service levels for infrastructure services requires appropriate investment over the whole of the asset lifecycle. To assist in achieving this balance, we aspire to:

- Develop and maintain AM governance, skills, process, systems and data in order to provide the level of service the community needs at present and in the future, in the most cost-effective and fit for purpose manner.

In line with the vision, the objectives of the SAMP are to:

- ensure that our infrastructure services are provided in an economically optimal way, with the appropriate level of service to residents, visitors and the environment determined by reference to our financial sustainability
- safeguard our assets including physical assets and employees by implementing appropriate AM strategies and appropriate financial resources for those assets
- adopt the LTFP as the basis for all service and budget funding decisions
- meet legislative requirements for all our operations
- ensure resources and operational capabilities are identified and responsibility for AM is allocated
- provide high level oversight of financial and AM responsibilities through Audit Committee reporting to Council on development and implementation of the SAMP, AMP(s) and LTFP.

Strategies to achieve this position are outlined in Section 2.6.

2.6 How will we get there?

The SAMP proposes strategies to enable the organisational objectives and AM policies to be achieved.

Table 2.6: Asset Management Strategies

No	Strategy	Desired Outcome
1	Adopt long term financial planning supporting informed decision making principles for Council	The long term implications of all services are considered in annual budget deliberations
2	Annually review AMPs and SAMP covering at least 10 years for all major asset classes (80% of asset value)	Identification of services needed by the community and required funding to optimise 'whole of life' costs.
3	Maintain a LTFP covering 10 years incorporating AMP expenditure projections with a sustainable funding position outcome	Sustainable funding model to provide our services
4	Incorporate Year 1 of LTFP revenue and expenditure projections into annual budgets	Long term financial planning drives budget deliberations
5	Review and update AMPs, SAMP and LTFP after adoption of annual budgets. Communicate any consequence of funding decisions on service levels and service risks	We and the community are aware of changes to service levels and costs arising from budget decisions
6	Report our financial position at Fair Value in accordance with Australian Accounting Standards, financial sustainability and performance against organisational objectives in Annual Reports	Financial sustainability information is available for Council and the community
7	Ensure Council decisions are made from accurate and current information in asset registers, on service level performance and costs and 'whole of life' costs	Improved decision making and greater value for money
8	Report on our resources and operational capability to deliver the services needed by the community in the annual report	Services delivery is matched to available resources and operational capabilities
9	Ensure responsibilities for AM are identified and incorporated into staff position descriptions	Responsibility for AM is defined
10	Monitor improvement plan progress to ensure 'core' maturity for the financial and AM competencies is appropriate	Improved financial and AM capacity within the organisation
11	Report six monthly to Council by Audit Committee on development and implementation of SAMP, AMPs and LTFPs	Oversight of resource allocation and performance

2.7 Asset Management Improvement Plan

The tasks required to achieve a 'core' financial and AM maturity are shown in priority order in the AM improvement plan in Section 7.2

2.8 Consequences if actions are not completed

There are consequences for the Council if the improvement actions are not completed. These include:

- Inability to achieve strategic and organisational objectives
- Inability to achieve financial sustainability for the organisation's operations
- Current risks to infrastructure service delivery are likely to eventuate and response actions may not be appropriately managed
- We may not be able to accommodate and/or manage changes in demand for infrastructure services.

3. LEVELS OF SERVICE

3.1 Consumer Research and Expectations

The expectations and requirements of various stakeholders were considered in the preparation of AMPs summarised in this SAMP. Table 3.1 shows available satisfaction levels for these services.

Table 3.1: Community Satisfaction Levels

Asset Management Plan	Service	Satisfaction Level			
		2009	2011	2013	2015
Roads	Road network	66%	66%	66%	66%
Roads	Footpaths	72%	68%	70%	66%
Stormwater	Function of stormwater	72%	68%	72%	68%
Buildings	Sport facilities	76%	80%	80%	80%
Buildings	Public halls	72%	76%	76%	70%
Buildings	Museums/art galleries	64%	68%	64%	70%
Bridges	Function of bridges	72%	72%	76%	66%
Recreation	Sports grounds	76%	80%	80%	80%

Sourced from:

EMRS Community Satisfaction Survey 2009, 2013 and 2015

Myriad Research Community Survey 2011

3.2 Organisational Objectives

Sections 2.4.2 and 2.4.3 of this SAMP reported the organisational objectives from the Meander Valley Council Community Strategic Plan 2014 to 2024 and AM objectives developed from the organisational objectives.

The organisational and AM objectives provide focus for the community and technical level of service tables in Section 3.4.

3.3 Legislative Requirements

We have to meet many legislative requirements including Australian and State legislation and State regulations. These are detailed in the various AMPs summarised in this SAMP.

3.4 Levels of Service

We have defined service levels in two terms.

Community Levels of Service measure how the community receives the service and whether the organisation is providing community value.

Community levels of service measures used in the AMP are:

- Quality How good is the service?
- Function Does it meet users' needs?
- Capacity/Utilisation Is the service usage appropriate to capacity?

Our current and projected community levels of service are shown in the AMPs are summarised in this SAMP.

Technical Levels of Service – Supporting the community service levels are operational or technical measures of performance. These technical measures relate to the allocation of resources to service activities that the organisation undertakes to best achieve the desired community outcomes and demonstrate effective organisational performance.

Technical service measures are linked to annual budgets covering:

- Operations – the regular activities to provide services such as availability, cleansing, mowing, etc
- Maintenance – the activities necessary to retain an asset as near as practicable to an appropriate service condition (eg road patching, unsealed road grading, building and structure repairs)
- Renewal – the activities that return the service capability of an asset up to that which it had originally (eg road resurfacing and pavement reconstruction, pipeline replacement and building component replacement)
- Upgrade – the activities to provide a higher level of service (eg widening a road, sealing an unsealed road replacing a pipeline with a larger size) or a new service that did not exist previously (eg a new library).

Service managers plan, implement and control technical service levels to influence the customer service levels.⁸

Together the community and technical levels of service provide detail on service performance, cost and whether service levels are likely to stay the same, get better or worse.

Our current and projected technical levels of service shown in the AMPs are summarised in this SAMP.

Tables summarising the current and desired technical levels of service are shown in Appendix A.

⁸ IPWEA, 2011, IIMM, p 2.22

4. FUTURE DEMAND

4.1 Demand Drivers

Drivers affecting demand include population change, changes in demographics, seasonal factors, climate change, vehicle ownership rates, consumer preferences and expectations, government decisions, technological changes, economic factors, agricultural practices, environmental awareness, etc.

4.2 Demand Forecast

The present position and projections for demand drivers that may impact future service delivery and utilisation of assets were identified and are documented in Table 4.3.

4.3 Demand Impact on Assets

The impact of demand drivers that may affect future service delivery and utilisation of assets are shown in Table 4.3.

Table 4.3: Demand Drivers, Projections and Impact on Services

Projection	Impact on services
Federal Assistance Grant funding	
Reduced funding available to Council	Reduce Council's ability to fund levels of service at current standards into the future
Further development in Prospect Vale and Blackstone Heights	
Increased traffic volume	Increased congestion on higher use roads
Changing weather patterns	
High intensity rainfall events & under capacity stormwater network	Increased risk of flooding of properties requires upgrading of stormwater network
Population	
18,900 (2015) to 20,000 (2028)	Main growth in urban area to increase traffic volumes
Demographics	
Increase in 45 to 75 age group	Shift from rural to urban living
15% decrease 0 to 15 age group by 2046	Reduced demand for recreation and play spaces
Health & well being	
Promotion of community activity	Demand for more walkway, sport facilities and recreation areas
Increased sporting activity at PVP	PVP already at capacity for existing sports club users
MVC Sport & Recreation Venue Action Plan	This Action Plan has been developed following a review of Council's 12 recreation venues. This Action Plan lists actions required to improve current standards and compliance levels. The Action Plan lists Items and Details on each Venue detailing a priority and estimated cost. The Action Plan lists 93 actions at an estimated cost of \$14,800,000 based on un-scoped project details. The Sport and Recreation Venue Action Plan is attached as Appendix H

4.4 Demand Management Plan

Demand for new services will be managed through a combination of managing existing assets, upgrading of existing assets and providing new assets to meet demand and demand management. Demand management practices include non-asset solutions, insuring against risks and managing failures.

Non-asset solutions focus on providing the required service without the need for the organisation to own the assets and management actions including reducing demand for the service, reducing the level of service (allowing some assets to deteriorate beyond current service levels) or educating customers to accept appropriate asset failures⁹. Examples of non-asset solutions include providing joint services from existing infrastructure such as aquatic centres and libraries that may be in another community area or public toilets provided in commercial premises.

⁹ IPWEA, 2011, IIMM, Table 3.4.1, p 3|58.

Opportunities identified for demand management are shown in Table 4.4.

Table 4.4: Demand Management Plan Summary

Service Impact	Demand Management Plan
Reduced grant funding	Council make informed decisions on new and asset upgrade to minimise financial impact on rate payers
Increased risk of flooding of properties requires upgrading of stormwater networks	Upgrades identified through stormwater modelling and the development of upstream detention basins where possible
Main growth in urban area to increase traffic volumes	Construction of new control measures such as lighted intersections & roundabouts
Shift from rural to urban living	Construction of unit developments and independent living facilities
Reduced demand for recreation and play spaces	Open space strategic planning process
Demand for more walkway and recreation areas	Areas of need identified through community consultation process of Blackstone/Prospect Structure Plan and Outline Development Planning documents and Deloraine and Westbury Sport and Recreation Study
PVP already at capacity for existing sports club users	Outcomes identified in the PVP Strategic Plan to accommodate user needs
MVC Sport & Recreation Venue Action Plan	The projects listed in the Action Plan have not been fully scoped and the majority are not currently included in Council's AMPs or LTFP. Several projects have been identified (eg PVP Ground upgrade 2,3&4) and are funded in the LTFP and are in the process of being actioned. Some projects are not capital in nature and will be actioned as operational and maintenance tasks as required by Council Officers. The remaining capital projects will require further review and prioritisation for future inclusion in Council's AMPs and LTFP. These capital works Action Plan projects will be listed in Forward Works Programs to ensure these projects are captured as part of future forward works planning as required

4.5 Asset Programs to meet Demand

The new assets required to meet growth will be acquired free of cost from land developments and constructed/acquired by the organisation. New assets constructed/acquired by the organisation are discussed in Section 5.5.

Acquiring new assets will commit the organisation to fund ongoing operations, maintenance and renewal costs for the period that the service provided from the assets is required. These future costs are identified and considered in developing forecasts of future operations, maintenance and renewal costs in Section 5.

5. LIFECYCLE MANAGEMENT PLAN

The lifecycle management plan details how the organisation plans to manage and operate the assets at the agreed levels of service (defined in Section 3) while optimising lifecycle costs.

5.1 Background Data

5.1.1 Physical parameters

The assets covered by this SAMP are shown in Tables 2.2 and 2.3.1.

5.1.2 Asset capacity and performance

The organisation's services are generally provided to meet design standards where these are available.

Asset capacity and performance is monitored for 3 community service measures, condition (quality), function and utilisation/capacity in a *State of the Assets* report. The state of the assets is shown in Figure 5.

Figure 5: State of the Assets

State of the assets graph is currently not available for all asset classes.

(Identified as an AM Improvement Plan project, Section 7.2.)

5.2 Infrastructure Risk Management Plan

An assessment of risks associated with service delivery from infrastructure assets conducted for each relevant AMP identified critical risks that will result in loss or reduction in service from infrastructure assets or a 'financial shock' to the organisation. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, develops a risk rating, evaluates the risk and develops a risk treatment plan for non-acceptable risks.

Critical risks, being those assessed as 'Very High' - requiring immediate corrective action and 'High' – requiring prioritised corrective action identified in the Infrastructure Risk Management Plan(s) and the adopted treatment plan are summarised in Table 5.2. These risks are regularly reported to management and Council.

Table 5.2: Critical Risks and Treatment Plans

Service or Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan
Valuation assets			
Asset write offs	Renewal of existing assets	H	Increase AM knowledge within Council to increase understanding of the impact write offs have
Linking Strategic Planning to AM			
Disconnect between Strategic objectives and AMPs	No funding available for future projects or potential lack of understanding of the impact on the LTFP	H	Develop process to allow Strategic documents to inform future AMP reviews with decisions of Council

5.3 Routine Operations and Maintenance Plan

Operations include regular activities to provide services such as public health, safety and amenity, eg cleansing, utility services, street sweeping, grass mowing and street lighting.

Routine maintenance is the regular on-going work that is necessary to keep assets operating, including instances where portions of the asset fail and need immediate repair to make the asset operational again.

5.3.1 Operations and Maintenance Plan

Operations activities affect service levels including quality and function, such as cleanliness, appearance, etc., through street sweeping and grass mowing frequency, intensity and spacing of street lights and cleaning frequency and opening hours of buildings and other facilities.

Maintenance includes all actions necessary for retaining an asset as near as practicable to an appropriate service condition including regular ongoing day-to-day work necessary to keep assets operating, eg road patching but excluding rehabilitation or renewal.

Maintenance expenditure levels are considered to be adequate to meet projected service levels, which may be less than or equal to current service levels. Where maintenance expenditure levels are such that will result in a lesser level of service, the service consequences and service risks have been identified and service consequences highlighted in the respective AM Plan and service risks considered in the Infrastructure Risk Management Plan.

5.3.2 Operations and Maintenance Strategies

We will operate and maintain assets to provide the defined level of service to approved budgets in the most cost-efficient manner. The operation and maintenance activities include:

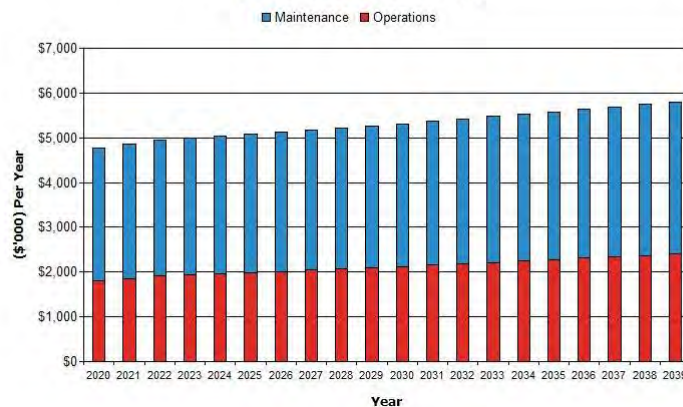
- Scheduling operations activities to deliver the defined level of service in the most efficient manner
- Undertaking maintenance activities through a planned maintenance system to reduce maintenance costs and improve maintenance outcomes. Undertake cost-benefit analysis to determine the most cost-effective split between planned and unplanned maintenance activities (50 – 70% planned desirable as measured by cost)
- Maintain a current infrastructure risk register for assets and present service risks associated with providing services from infrastructure assets and reporting Very High and High risks and residual risks after treatment to management and Council
- Review current and required skills base and implement workforce training and development to meet required operations and maintenance needs
- Review asset utilisation to identify underutilised assets and appropriate remedies, and over utilised assets and customer demand management options
- Maintain a current hierarchy of critical assets and required operations and maintenance activities
- Develop and regularly review appropriate emergency response capability
- Review management of operations and maintenance activities to ensure we are obtaining best value for resources used.

5.3.3 Summary of future operations and maintenance expenditures

Future operations and maintenance expenditure is forecast to trend in line with the value of the asset stock as shown in Figure 6 with estimated available operating budget funding. Note that all costs are shown in current dollar values (ie real values).

Figure 6: Projected Operations and Maintenance Expenditure and Budget

Meander Valley - Projected Operations & Maintenance Expenditure (Strategy)



The consequences of deferred maintenance, ie works that are identified for maintenance and unable to be funded are to be included in the risk assessment and analysis in the infrastructure risk management plan(s).

5.4 Renewal/Replacement Plan

Renewal and replacement expenditure is major work which does not increase the asset's design capacity but restores, rehabilitates, replaces or renews an existing asset to its original or lesser required service potential. Work over and above restoring an asset to original service potential is upgrade/expansion or new works expenditure.

5.4.1 Renewal and Replacement Strategies

We will plan capital renewal and replacement projects to meet level of service objectives and minimise infrastructure service risks by:

- Planning and scheduling renewal projects to deliver the defined level of service in the most efficient manner
- Undertaking project scoping for all capital renewal and replacement projects to identify
 - the service delivery 'deficiency', present risk and optimum time for renewal/replacement
 - the project objectives to rectify the deficiency
 - the range of options, estimated capital and lifecycle costs for each options that could address the service deficiency
 - and evaluate the options against criteria adopted by Council, and
 - select the best option to be included in capital renewal programs
- Using *optimal* renewal methods (cost of renewal is less than replacement) wherever possible
- Maintain a current infrastructure risk register for assets and service risks associated with providing services from infrastructure assets and reporting Very High and High risks and residual risks after treatment to management and Council
- Review current and required skills base and implement workforce training and development to meet required construction and renewal needs
- Maintain a current hierarchy of critical assets and capital renewal treatments and timings required
- Review management of capital renewal and replacement activities to ensure we are obtaining best value for resources used.

Renewal ranking criteria

Asset renewal and replacement is typically undertaken to either:

- Ensure the reliability of the existing infrastructure to deliver the service it was constructed to facilitate (eg replace a bridge that has a 5 t load limit), or
- To ensure the infrastructure is of sufficient quality to meet the service requirements (eg roughness of a road).¹⁰

It is possible to get some indication of capital renewal and replacement priorities by identifying assets or asset groups that:

- Have a high consequence of failure
- Have a high utilisation and subsequent impact on users would be greatest
- The total value represents the greatest net value to the organisation
- Have the highest average age relative to their expected lives
- Are identified in the AMP as key cost factors
- Have high operational or maintenance costs
- Where replacement with modern equivalent assets would yield material savings.¹¹

The ranking criteria used to determine priority of identified renewal and replacement proposals is detailed in the respective AMP(s).

¹⁰ IPWEA, 2011, IIMM, Sec 3.4.4, p 3|60.

¹¹ Based on IPWEA, 2011, IIMM, Sec 3.4.5, p 3|66.

Selection criteria

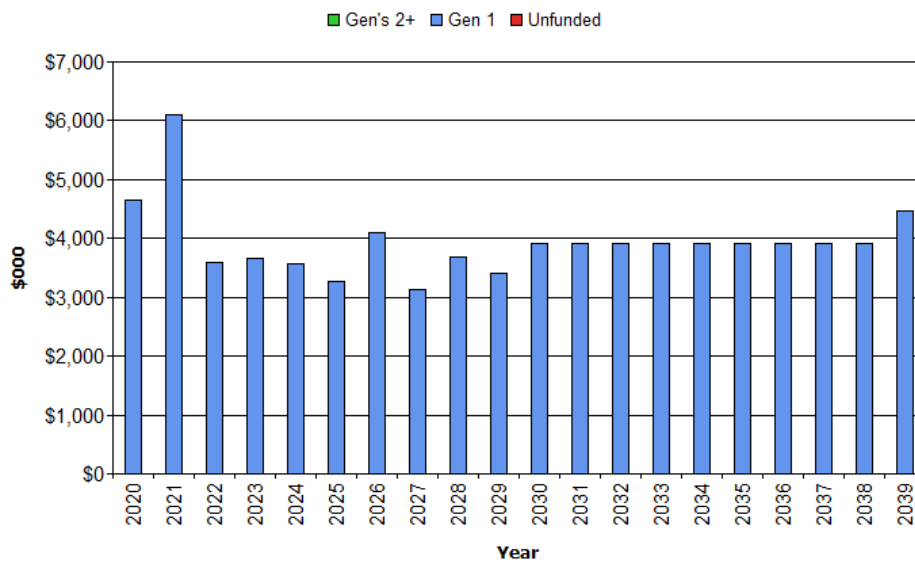
Candidate proposals are inspected to verify need and to develop a preliminary renewal estimate. Verified proposals are ranked by priority against the ranking criteria and available funds and scheduled in future works programs.

5.4.2 Summary of future renewal and replacement expenditure

In general projected future renewal and replacement expenditures are forecast to increase over time as the asset stock increases from growth. The projected expenditure and estimated available capital renewal budget funding is summarised in Figure 7. Note that all amounts are shown in real values.

Figure 7: Projected Capital Renewal and Replacement Expenditure and Budget

Meander Valley - Projected Capital Renewal Expenditure (Strategy)



Where renewal projections are based on estimates of asset useful lives, the useful lives are documented in the relevant AMP(s). Projected capital renewal and replacement programs are shown in Appendix B.

5.5 Creation/Acquisition/Upgrade Plan

New works are those works that create a new asset that did not previously exist, or works which upgrade or improve an existing asset beyond its existing capacity. They may result from growth, social or environmental needs. Assets may also be acquired at no cost to the organisation from land development. These assets from growth are discussed in Section 4.5.

5.5.1 Selection criteria

New assets and upgrade/expansion of existing assets are identified from various sources such as councillor or community requests, proposals identified by strategic plans or partnerships with other organisations. Candidate proposals are reviewed to verify need and to develop a preliminary proposal estimate. Verified proposals are ranked by priority and available funds and scheduled in future works programs. The priority ranking criteria is detailed in the respective AMPs.

5.5.2 Capital Investment Strategies

We will plan capital upgrade and new projects to meet level of service objectives by:

- Planning and scheduling capital upgrade and new projects to deliver the defined level of service in the most efficient manner
- Undertake project scoping for all capital upgrade/new projects to identify
 - the service delivery 'deficiency', present risk and required timeline for delivery of the upgrade/new asset
 - the project objectives to rectify the deficiency including value management for major projects
 - the range of options, estimated capital and lifecycle costs for each options that could address the service deficiency
 - management of risks associated with alternative options
 - evaluate the options against evaluation criteria adopted by Council, and
 - select the best option to be included in capital upgrade/new programs
- Review current and required skills base and implement training and development to meet required construction and project management needs
- Review management of capital project management activities to ensure we are obtaining best value for resources used.

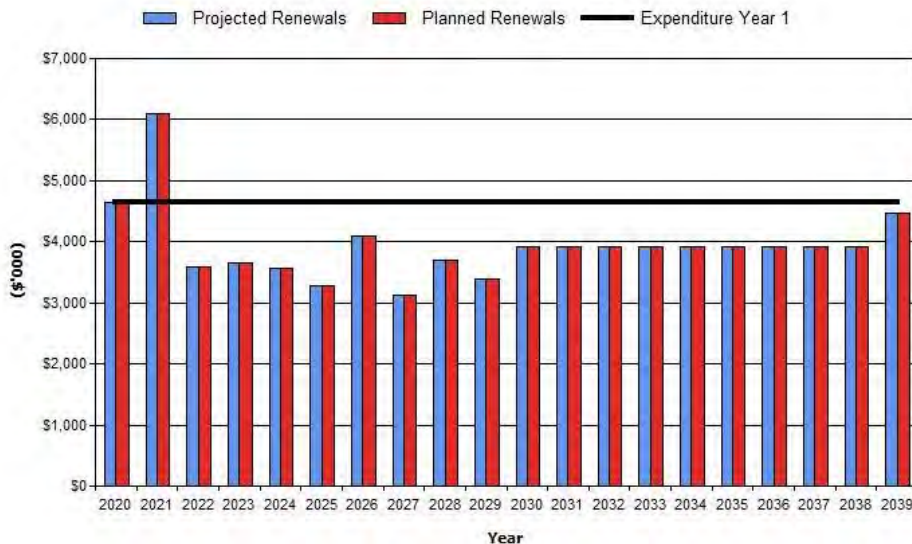
Standards and specifications for maintenance of existing assets and construction of new assets and upgrade/expansion of existing assets are detailed in relevant AMPs.

5.5.3 Summary of future upgrade/new assets expenditure

Projected upgrade/new asset expenditures and estimated available budgets are summarised in Figure 8. The projected upgrade/new capital works program is shown in Appendix C. All amounts are shown in real values.

Figure 8: Projected Capital Upgrade/New Asset Expenditure and Budget

Meander Valley - Projected & LTFP Budgeted Renewal Expenditure (Strategy)



5.6 Disposal Plan

Disposal includes any activity associated with disposal of a decommissioned asset including sale, demolition or relocation. Assets identified for possible decommissioning and disposal are shown in the respective AMPs summarised in this SAMP.

5.7 Service Consequences and Risks

The organisation has prioritised decisions made in the AMPs to obtain the optimum benefits from its available resources and these have been summarised in this SAMP.

The AMPs are based on balancing service performance, cost and risk to provide an agreed level of service from available resources in our long-term financial plan.

5.7.1 Our Current Limitations

Given our current funding model, there are some operations and maintenance activities and capital projects that may be unable to be undertaken within the next 10 years. These are shown in Appendix D. The major activities and projects include:

- Outcomes from the Blackstone Heights/Prospect Vale Structure Plan
- Outcomes from the Hadspen Outline Development Plan
- Outcomes from the Westbury Outline Development Plan
- Outcomes from the Westbury and Deloraine Sport and Recreation Study.

Section 7 - Improvement Plan and Monitoring outlines improvements or recommendations to Council's current processes to address these issues identified as 'Our Current Limitations'.

5.7.2 Service consequences

Operations and maintenance activities and capital projects that cannot be undertaken will maintain or create service consequences for users.

- Delivery of projects from the Blackstone Heights/Prospect Vale Structure Plan, Outline Development Plans, Open Space Plan strategic plans and Deloraine and Westbury Sport and Recreation Study, given our current funding model
- Prospect Vale Park is at capacity and limits ground availability to users.

Section 7 - Improvement Plan and Monitoring outlines improvements or recommendations to Council's current processes to address these identified 'Service Consequence' issues.

5.7.3 Risk consequences

The operations and maintenance activities and capital projects that cannot be undertaken may maintain or create risk consequences for the organisation.

- Address all mobility issues that exist
- Undertake major stormwater upgrades to address all identified network deficiencies.

Any risks will be included in the Infrastructure Risk Management Plan summarised in the relevant AMP and risk management plans actions and expenditures included within projected expenditures.

6. FINANCIAL SUMMARY

This section contains the financial requirements resulting from all the information presented in the previous sections of this AMP. The financial projections will be improved as further information becomes available on desired levels of service and current and projected future asset performance.

6.1 Financial Indicators and Projections

Asset Renewal Funding Ratio

The Asset Renewal Funding Ratio indicates whether projected capital renewal and replacement expenditure are able to be financed in the long-term financial plan. It is calculated by dividing the projected capital renewal expenditure shown in the AMPs by the estimated capital renewal budget provided in the long-term financial plan. Over the next 10 years, we are forecasting that we will have 100% of the funds required for the optimal renewal and replacement of assets as detailed in the LTFP.

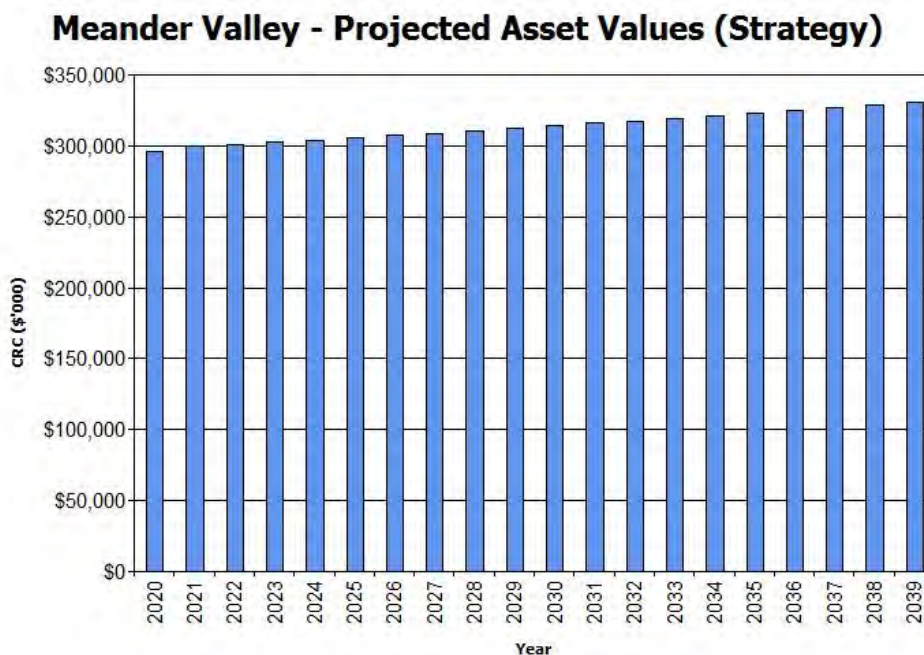
6.2 Funding Strategy

The funding strategy to provide the services covered by this SAMP and supporting AMPs is contained within the organisation's 10 year LTFP.

6.3 Valuation Forecasts

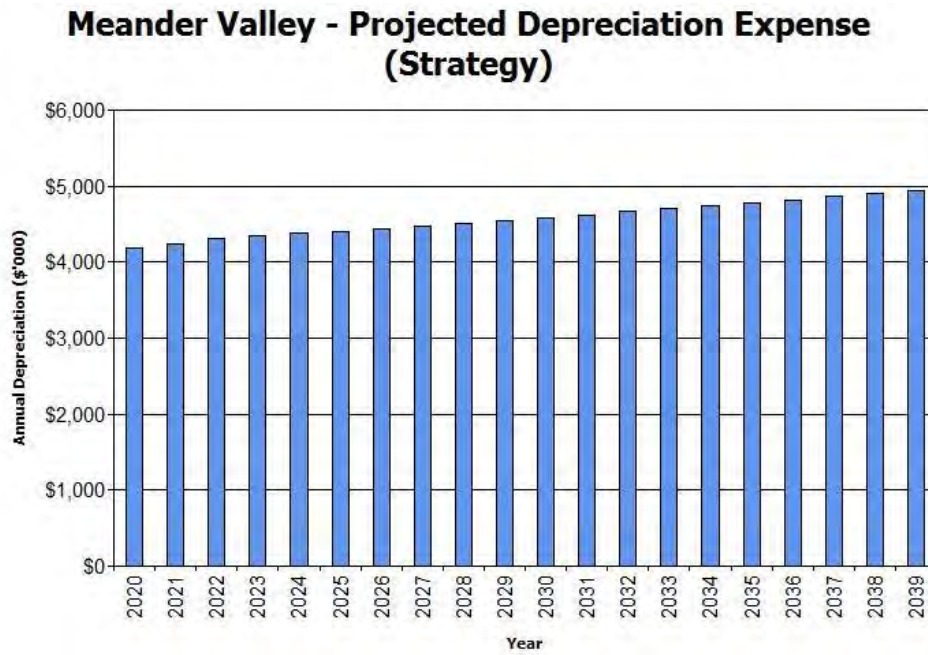
Asset values are forecast to increase as additional assets are added to the asset stock from construction and acquisition by the organisation and from assets constructed by land developers and others and donated to the organisation. Figure 9 shows the projected replacement cost asset values over the planning period in real values.

Figure 9: Projected Asset Values



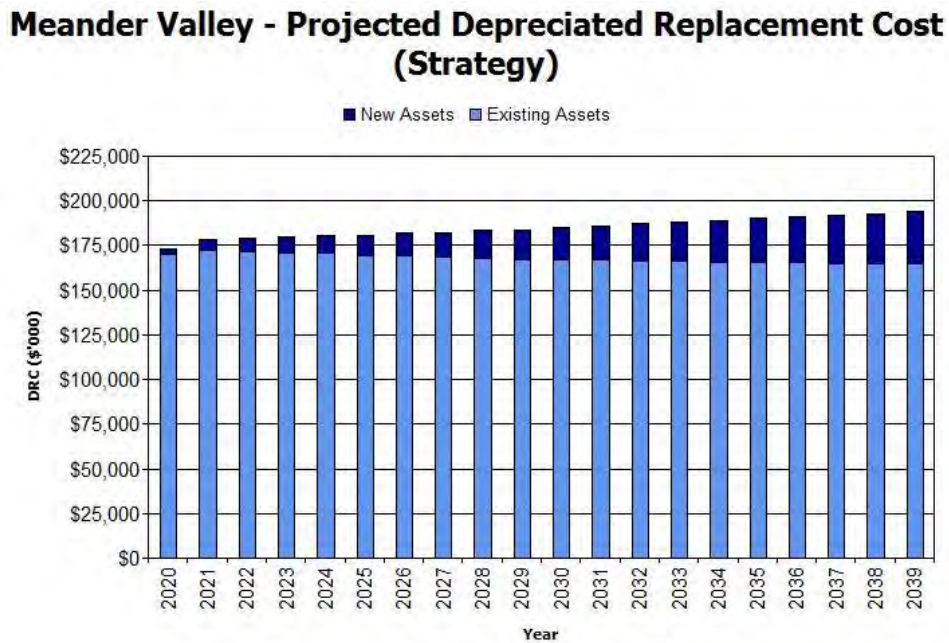
Depreciation expense values are forecast in line with asset values as shown in Figure 10.

Figure 10: Projected Depreciation Expense



The depreciated replacement cost will vary over the forecast period depending on the rates of addition of new assets, disposal of old assets and consumption and renewal of existing assets. Forecast of the assets' depreciated replacement cost is shown in Figure 11. The depreciated replacement cost of contributed and new assets is shown in the darker colour and in the lighter colour for existing assets.

Figure 11: Projected Depreciated Replacement Cost



6.4 Key Assumptions made in Financial Forecasts

This section details the key assumptions made in presenting the information contained in this SAMP and in preparing forecasts of required operating and capital expenditure and asset values, depreciation expense and carrying amount estimates. It is presented to enable readers to gain an understanding of the levels of confidence in the data behind the financial forecasts.

Key assumptions made in this SAMP and risks that these may change are shown in Table 6.4.

Table 6.4: Key Assumptions made in AM Plan and Risks of Change

Key Assumptions	Risks of Change to Assumptions
Increase AMP budgets by the 2019 LGAT Council Cost Index of 3.38%	Low
Use of ABS Australian Roads and Bridge Index Dec 17 to Dec 18 for Transport AMP	Low
PVP, initial budget \$5m over 20 years (indexed to \$280,000 for 2018/19 CWP)	Low
Bridge renewals based on AusSpan June 2019 BMS report	Low
Stormwater upgrade estimated based on current knowledge of deficient sections of network	Medium

6.5 Forecast Reliability and Confidence

The expenditure and valuations projections in this SAMP are based on best available data. Currency and accuracy of data is critical to effective asset and financial management.

The estimated confidence level for and reliability of data used in this SAMP is shown in Table 6.5.

Table 6.5: Data Confidence Assessment for AMPs summarised in SAMP

Asset Management Plan	Confidence Assessment	Comment
Transport	High	Good network data and replacement rate. Further work required on year of construction for all assets (work has commenced on some suburbs)
Stormwater	High	Good network data and replacement rate. Further work required on identifying upgrades due to capacity issues
Bridges	High	Data provided through AusSpan BMS reports
Buildings	High	Valuation information provided by Herron Todd White
Recreation	Medium	Audit of asset data for asset class required to dispose of assets no longer owned by Council. Many assets have been grouped together and given generic names, e.g. 'Landscaping'

Over all data sources, the data confidence is assessed as high confidence level for data used in the preparation of this SAMP.

Actions to mitigate the adverse effects of data quality are included within Table 7.2 Improvement Plan.

7. PLAN IMPROVEMENT AND MONITORING

7.1 Status of Asset Management Practices

Changes to Council's current organisational systems which are considered to provide major benefits include:

- Develop process to inform AMPs and LTFP of projects which deliver strategic objectives and are approved and adopted by Council
- Capture corporate knowledge of assets and increase awareness of AM within Council with Councillors and Council officers
- Continue to improve asset information
- Outline improvements to Council processes as identified in the recommendations from the ' Tasmanian Audit Office, Report of the Auditor General No. 5 of 2013-14' detailed in Appendix E
- Annual review process detailed in Appendix G

7.2 Improvement Program

The AM improvement tasks identified from the AM maturity assessment and preparation of this SAMP are shown in Table 7.2.

Table 7.2: Improvement Plan

Task No	Task	Responsibility	Timeline	Resources Required
1.	Meet AM Improvement targets in 2019/20 Annual Plan	AM Coordinator	Jun 2020	-
2.	Formalise training and induction for Councillors and staff.	AM Team	Jun 2020	-
3.	Review and update the Forward Works Program	Director Infra Service/ AM Coordinator	Apr 2020	-
4.	Incorporate Improvement Plan action in operational targets and budgeting	Director Infra Service & Works	Jun 2020	-
5.	Review of AM Plans to include documented hierarchies, asset utilisation and performance, where necessary (e.g. disposal plans, service request targets)	AM Coordinator	Jun 2021	-
6.	Data & systems, improve asset data accuracy, document inspection processes and standards. Use Maturity Assessment to benchmark AM performance & AM practices	AM Coordinator	Jun 2021	-
7.	Implement a state of asset reporting to provide overview for service level trends	AM Coordinator	Jun 2021	-
8.	Fine tune AMP service levels to the standard that defines operational standards. Link AMP service levels to operational service standards. Costs of providing current levels of service can be described in value for money reporting for key activities. (e.g. mowing, gravel resheet, resurfacing, building maintenance)	AM Coordinator/Director Works	Jun 2022	-
9.	Complete development of a corporate strategic plan that has a closer link between strategic plan and LTFP that reports on levels of service targets achievable under the LTFP and AMPs. Include a statement about future outlook for service levels in the update of the corporate strategic plan	Directors	Jun 2022	-
10.	Review existing AM Policy to include defined training, roles, responsibilities, reporting frame work and areas identified as deficient in Maturity Assessment	AM Coordinator	Jun 2022	-
11.	Include a schedule for roles and responsibilities in all AMPs (see example in the Buildings AMP) together with an overall matrix for key responsibilities for service level and risk monitoring	AM Coordinator	Jun 2023	-
12.	Where relevant Annual Report needs to report on policy initiatives and how these changes might impact on Councils Strategic Plan	Director Infrastructure	TBC	-
13.	Refer to Strategic Plan in the Annual Budget to establish the link. Review community engagement process as part of the Strategic Plan	Director Infrastructure	TBC	-

Table 7.2: Improvement Plan continued - by AMP

Bridges				
14.	Document project closeout process including outline of information requirements	AM Coordinator	Aug 2020 40 hours	Current
15.	Review and update 3 to 5 year Forward Works Program	Technical Officer	Jun 2020 8 hours	Current
16.	Review of bridge signage requirements. Use information provided in AusSpan inspections	Technical Officer	20 hours + Bridge Maintenance Contract	Current
17.	Review of guard rail requirements. Use information provided in AusSpan inspections	Technical Officer	40 hours + Bridge Maintenance Contract	Current
Buildings				
18.	Review and update 3 to 5 year Forward Works Program	Property Officer	Dec 2020 8 hours	Current
19.	Document project closeout process including outline of information requirements	AM Coordinator	Aug 2020 40 Hours	Current
20.	Develop a service hierarchy to define quality of service standards to be delivered and maintained for each building category. Get current draft approved and added to AMP	Property Officer	Jun 2020 40 hours	Current
Recreation				
21.	Review and update 3 to 5 year Forward Works Program	PM Infrastructure	Jun 2020 4 hours	Current
22.	Identify areas of high intensity use and areas Council contributes to replacement costs (Council depots, offices, Leases, PVP et cetera). Detail fence dimensions, cost et cetera and place on a GIS layer and develop an inspection & maintenance program.	Technical Officer	30 hours	Current
23.	Review and develop the long term management plan for parks and street trees, including identifying a tree inspection cycle	PM Infrastructure	40 hours	In Progress (2019/20)
24.	Finalise playground strategy in conjunction with Council strategic initiatives	PM Infrastructure	160 hours / report + ODP & OSP	In Progress (2019/20)
25.	Developing strategic direction for all recreational activities. To be done in conjunction with Development and Community Services	Director DCS	160 hours + ODP & OSP	In Progress
26.	Develop a priority or hierarchy for recreational categories that can inform both MVC staff and the public on facilities and their maintenance, i.e. regional facility, town facility and other. Consider including maps on MVC website (Links to Item 5)	PM Infrastructure/ Recreation Coordinator	160 hours + Internet & web consultant ~\$10k	In Progress (2019/20)
27.	Identify Council assets (street lighting, stormwater et cetera) GIS these assets and place on an inspections & maintenance program.	Technical Officer	60 hours	In Progress
Roads				
28.	Document project closeout process including outline of information requirements	AM Cord	Apr 2020 40 hours	In progress
29.	Review and update Forward Works Program	AM Cord	Aug 2020 20 hours	In progress
30.	Implement new Council state Road Hierarchy	AM Cord	June 2020 20 hours	-

31.	Continue to review and implement Tas Audit Office AM requirements as identified.	AM Coordinator	40 hours	Current
32.	Develop process for monitoring and programing gravel road re-sheeting and grading	AM Coordinator	80 hours	Current
Stormwater				
33.	Update GIS to allow asset register to be updated prior to next stormwater revaluation with data from audits and surveys including AssetIDs	Tech Officer	Aug 2020 40 hours	In progress
34.	Review and update 3 to 5 year Forward Works Program	AM Cord	Aug 2020 40 hours	In progress

7.3 Monitoring and Review Procedures

The SAMP has a life of 4 years (Council election cycle) and is due for complete revision and updating within 12 months of each Council election.

The SAMP is reviewed and updated annually to ensure this document's currency and accuracy is maintained.

7.4 Performance Measures

The effectiveness of the SAMP can be measured in the following ways:

- The degree to which the required projected expenditures identified in this SAMP are incorporated into the organisation's LTFP
- The degree to which 1-5 year detailed works programs, budgets, business plans and organisational structures take into account the 'global' works program trends provided by the summarised AMPs
- The degree to which the existing and projected service levels and service consequences (our current limitations), risks and residual risks are incorporated into the organisation's Strategic Plan and associated plans
- **The Asset Renewal Funding Ratio achieving the target of 100% (AMP renewal verses budgeted renewal)**

8. REFERENCES

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- Meander Valley Council, 'Stormwater Asset Management Plan'
- Meander Valley Council, 'Bridges Asset Management Plan'
- Meander Valley Council, 'Building Asset Management Plan'
- Meander Valley Council, 'Recreation Asset Management Plan'
- Meander Valley Council, 'Asset Management Maturity Assessment'

9. APPENDICES

- Appendix A Levels of Service Summaries for Services
- Appendix B Projected 10 year Capital Renewal and Replacement Works Program
- Appendix C Projected 10 year Capital Upgrade/New Works Program
- Appendix D Unfunded Initiatives and Capital Works proposals
- Appendix E Tasmanian Audit Office – Report No 5 2013-14 Recommendations
- Appendix F Asset Revaluation Process
- Appendix G Annual Reviews

Appendix A Summary Levels of Service for Services

Table A1: Summary Technical Levels of Service – Roads

Service Attribute	Service Objective	Activity Measure Process	Current Performance *	Desired for Optimum Lifecycle Cost **	Agreed Sustainable Position ***
TECHNICAL LEVELS OF SERVICE					
Operations	Provide a safe and reliable road network		<i>Reactive and programmed activities</i>	<i>Develop programmed approach to operational activities</i>	<i>Costed services levels delivered over a planned program approach</i>
		Budget	\$40,000	\$80,000	\$80,000
Maintenance	Provide a safe and reliable road network		<i>Reactive and proactive repairs</i>	<i>Move to high number of proactive and planned maintenance tasks</i>	<i>Cost effective planned maintenance activities that reduces overall cost to Council</i>
		Budget	\$2,284,000	\$2,000,000	\$2,000,000
Renewal	Planned renewal of road network assets		<i>Renewal budget as per Transport AMP generic budget allocations</i>	<i>Renewal to included road condition data</i>	<i>Renewal budget based on AMP budget informed by road condition survey</i>
		Budget	\$2,585,000 (excluding additional R2R funding)	\$2,697,000	\$2,697,000
Upgrade/New	Upgrade road network as per road hierarchy and strategic planning		<i>Ad hoc upgrade of roads based on road hierarchy & new demand from Westbury Rd transport study</i>	<i>Upgrade/New budget as per Transport AMP & aligns to aligned to Strategic Plans & objectives</i>	<i>Upgrade/New budget as per Transport AMP & aligns to aligned to Strategic Plans & objectives</i>
		Budget	\$780,000	\$855,000	\$855,000

Note: * Current activities and costs (currently funded).

** Desired activities and costs to sustain current service levels and achieve minimum lifecycle costs (not currently funded).

*** Activities and costs communicated and agreed with the community as being sustainable (funded position following trade-offs, managing risks and delivering agreed service levels).

Table A2: Summary Technical Levels of Service - Stormwater

Service Attribute	Service Objective	Activity Measure Process	Current Performance *	Desired for Optimum Lifecycle Cost **	Agreed Sustainable Position ***
TECHNICAL LEVELS OF SERVICE					
Operations	<i>Provide a safe & effective network which minimises flooding</i>		<i>Both planned and reactive tasks in an ad hoc approach</i>	<i>Developed program of routine tasks to minimise costs & reduce reactive responses to issues</i>	<i>Developed program of routine tasks to minimise costs & reduce reactive responses to issues</i>
		Budget	\$148,000	\$148,000	\$148,000
Maintenance	<i>Provide a safe & effective network which minimises flooding</i>		<i>Reactive maintenance activities</i>	<i>Understand cost/benefit of current maintenance techniques</i>	<i>Develop cost effective maintenance treatments, adopting planned program approach</i>
		Budget	\$113,000	\$115,000	\$115,000
Renewal	Planned renewal of stormwater assets		<i>Renewals identified from network modelling, low level of confidence in renewal demand</i>	<i>Ensure stormwater assets reach the end of their useful life or remaining life aligns with predicted renewals</i>	<i>Ensure stormwater assets reach the end of their useful life or remaining life aligns with predicted renewals</i>
		Budget	\$65,000	\$78,000	\$78,000
Upgrade/New	<i>Upgrade to address identified network deficiencies</i>		<i>Low level of confidence in quantity of upgrade demand to address network deficiencies</i>	<i>Upgrade/New budget as per AMP & aligns to aligned to Strategic Plans & objectives</i>	<i>Upgrade/New budget as per AMP & aligns to aligned to Strategic Plans & outcomes from stormwater modelling</i>
		Budget	\$305,000	\$302,000	\$302,000

Note: * Current activities and costs (currently funded).

** Desired activities and costs to sustain current service levels and achieve minimum lifecycle costs (not currently funded).

*** Activities and costs communicated and agreed with the community as being sustainable (funded position following trade-offs, managing risks and delivering agreed service levels).

Table A3: Summary Technical Levels of Service - Bridges

Service Attribute	Service Objective	Activity Measure Process	Current Performance *	Desired for Optimum Lifecycle Cost **	Agreed Sustainable Position ***
TECHNICAL LEVELS OF SERVICE					
Operations	Provide a safe & appropriate bridge network		Both planned and reactive tasks	Develop planned approach for operational tasks	Reduce reliance on unplanned tasks & reduce operating cost over the long term
		Budget	\$55,000	\$56,000	\$56,000
Maintenance	Provide a safe & appropriate bridge network		Work identified from BMS inspections	Understand cost/benefit of current maintenance techniques	Develop cost effective maintenance treatments, adopting planned program approach
		Budget	\$118,000	\$120,000	\$120,000
Renewal	Renewal of bridges as per BMS program		Renewal of timber bridges with concrete structures	Reduce lifecycle costs of bridges	Reduce lifecycle costs of bridges and maintain or extend life of both timber & concrete structures
		Budget	\$1,335,000	\$601,000	\$601,000
Upgrade/New	Safety upgrades and widening as identified appropriate		Nil	Guardrail upgrades	Guardrail upgrades & widening of selected bridges were demonstrated need has been identified
		Budget	\$0	\$33,000	\$33,000

Note: * Current activities and costs (currently funded).

** Desired activities and costs to sustain current service levels and achieve minimum lifecycle costs (not currently funded).

*** Activities and costs communicated and agreed with the community as being sustainable (funded position following trade-offs, managing risks and delivering agreed service levels).

Table A4: Summary Technical Levels of Service - Buildings

Service Attribute	Service Objective	Activity Measure Process	Current Performance *	Desired for Optimum Lifecycle Cost **	Agreed Sustainable Position ***
TECHNICAL LEVELS OF SERVICE					
Operations	Provide safe buildings		Routine tasks undertaken on an as needed and routine basis	Develop planned tasks to maximise cost saving of routine tasks	Develop planned tasks to maximise cost saving of routine tasks
		Budget	\$868,000	\$870,000	\$870,000
Maintenance	Provide safe buildings & ensure they reach their intended life		Planned and reactive maintenance undertaken tasks undertaken on an as needed and routine basis	Utilise proactive maintenance activities to maximise benefits of cost saving & reduce reactive issues	Utilise proactive maintenance activities to maximise benefits of cost saving & reduce reactive issues
		Budget	\$276,000	\$280,000	\$280,000
Renewal	Building components replaced based on planned renewals		Planned renewals detailed in Building AMP	Develop optimum renewal which aligns to AMP based on condition assessments & component register	Develop optimum renewal which aligns to AMP based on condition assessments & component register
		Budget	\$477,000	\$256,000	\$256,000
Upgrade/New	New buildings & major upgrades are delivered in line with strategic objectives		Upgrade & new assets detailed in Building AMP	New & upgrades align with strategic planning, lifecycle costs impact considered during project assessment and selection	New & upgrades align with strategic planning, lifecycle costs impact considered during project assessment and selection
		Budget	\$905,000	\$239,000	\$239,000

Note: * Current activities and costs (currently funded).

** Desired activities and costs to sustain current service levels and achieve minimum lifecycle costs (not currently funded).

*** Activities and costs communicated and agreed with the community as being sustainable (funded position following trade-offs, managing risks and delivering agreed service levels).

Table A5: Summary Technical Levels of Service – Recreation

Service Attribute	Service Objective	Activity Measure Process	Current Performance *	Desired for Optimum Lifecycle Cost **	Agreed Sustainable Position ***
TECHNICAL LEVELS OF SERVICE					
Operations	Provide safe & reliable park, reserves and sports grounds		Routine tasks undertaken on an as needed and routine basis	Identify levels of service and cost to deliver these service	Move to costed levels of service delivered on a structured planned approach
		Budget	\$859,000	\$860,000	\$860,000
Maintenance	Provide safe & reliable park, reserves and sports grounds		Planned and reactive maintenance undertaken tasks undertaken on an as needed and routine basis	Identify levels of service and cost to deliver these service	Move to costed levels of service delivered on a structured planned approach
		Budget	\$267,000	\$270,000	\$270,000
Renewal	Planned renewal of land improvement assets		Planned renewals detailed in Recreation AMP	Develop optimum renewal which aligns to AMP based on condition assessments & complete register	Develop optimum renewal which aligns to AMP based on condition assessments & complete register
		Budget	\$190,000	\$285,000	\$285,000
Upgrade/New	New & major upgrade of land improvement assets align to strategic objectives		Upgrade & new assets detailed in Recreation AMP	New & upgrades align with strategic planning, lifecycle costs impact considered during project assessment and selection	New & upgrades align with strategic planning, lifecycle costs impact considered during project assessment and selection
		Budget	\$580,000	\$423,000	\$423,000

Note: * Current activities and costs (currently funded).

** Desired activities and costs to sustain current service levels and achieve minimum lifecycle costs (not currently funded).

*** Activities and costs communicated and agreed with the community as being sustainable (funded position following trade-offs, managing risks and delivering agreed service levels).

Appendix B Projected Capital Renewal Program

Roads

Meander Valley Projected Capital Renewal Works Program - 2020 Transport_S3_V1

(\$000)

Year	Item	Description	Estimate
2020	1	201a - Urban Asphaltting	\$364
2020	2	201c - Spray Sealing	\$823
2020	3	201g - Capital Gravelling	\$218
2020	4	201f - Footpath Renewal	\$125
2020	5	201k - Kerb Renewal	\$50
2020	6	201m - Main Street Upgrade - Renewals	\$15
2020	7	201r - Road Rehab	\$940
2020	8	201s - Road Safety - Renewals	\$50
2020		Total	\$2,585
2021	1	201a - Urban Asphaltting	\$420
2021	2	201c - Spray Sealing	\$864
2021	3	201g - Capital Gravelling	\$229
2021	4	201f - Footpath Renewal	\$164
2021	5	201k - Kerb Renewal	\$154
2021	6	201r - Road Rehab	\$857
2021	7	201v - Verges (Tree/Drainage)	\$34
2021		Total	\$2,722
2022		Network Renewals	
2022	1	201a - Urban Asphaltting	\$424
2022	2	201c - Spray Sealing	\$872
2022	3	201g - Capital Gravelling	\$231
2022	4	201f - Footpath Renewal	\$186
2022	5	201k - Kerb Renewal	\$130
2022	6	201r - Road Rehab	\$864
2022	7	201v - Verges (Tree/Drainage)	\$34
2022		Total	\$2,741
2023	1	201a - Urban Asphaltting	\$424
2023	2	201c - Spray Sealing	\$872
2023	3	201g - Capital Gravelling	\$231
2023	4	201f - Footpath Renewal	\$157
2023	5	201k - Kerb Renewal	\$130
2023	6	201r - Road Rehab	\$864
2023	7	201v - Verges (Tree/Drainage)	\$34
2023		Total	\$2,712

Roads cont.

2024		Network Renewals	
2024	1	201a - Urban Asphaltting	\$424
2024	2	201c - Spray Sealing	\$872
2024	3	201g - Capital Gravelling	\$231
2024	4	201f - Footpath Renewal	\$157
2024	5	201k - Kerb Renewal	\$130
2024	6	201r - Road Rehab	\$864
2024	7	201v - Verges (Tree/Drainage)	\$34
2024		Total	\$2,712
2025	1	201a - Urban Asphaltting	\$424
2025	2	201c - Spray Sealing	\$872
2025	3	201g - Capital Gravelling	\$231
2025	4	201f - Footpath Renewal	\$157
2025	5	201k - Kerb Renewal	\$130
2025	6	201r - Road Rehab	\$864
2025	7	201v - Verges (Tree/Drainage)	\$34
2025		Total	\$2,712
2026	1	201a - Urban Asphaltting	\$424
2026	2	201c - Spray Sealing	\$872
2026	3	201g - Capital Gravelling	\$231
2026	4	201f - Footpath Renewal	\$157
2026	5	201k - Kerb Renewal	\$130
2026	6	201r - Road Rehab	\$864
2026	7	201v - Verges (Tree/Drainage)	\$34
2026		Total	\$2,712
2027	1	201a - Urban Asphaltting	\$424
2027	2	201c - Spray Sealing	\$872
2027	3	201g - Capital Gravelling	\$231
2027	4	201f - Footpath Renewal	\$157
2027	5	201k - Kerb Renewal	\$130
2027	6	201r - Road Rehab	\$864
2027	7	201v - Verges (Tree/Drainage)	\$34
2027		Total	\$2,712
2028	1	201a - Urban Asphaltting	\$424
2028	2	201c - Spray Sealing	\$872
2028	3	201g - Capital Gravelling	\$231
2028	4	201f - Footpath Renewal	\$157
2028	5	201k - Kerb Renewal	\$130
2028	6	201r - Road Rehab	\$864
2028	7	201v - Verges (Tree/Drainage)	\$34
2028		Total	\$2,712

2029	1	201a - Urban Asphaltting	\$424
2029	2	201c - Spray Sealing	\$872
2029	3	201g - Capital Gravelling	\$231
2029	4	201f - Footpath Renewal	\$157
2029	5	201k - Kerb Renewal	\$130
2029	6	201r - Road Rehab	\$864
2029	7	201v - Verges (Tree/Drainage)	\$34
2029		Total	\$2,712

Stormwater

**Meander Valley
Projected Capital Renewal Works Program - 2020 Stormwater_S3_V1**

(\$000)

Year	Item	Description	Estimate
2020		Network Renewals	
2020	1	351 - Meander Valley Road Stormwater Renewal	\$65
2020		Total	\$65
2021		Network Renewals	
2021	1	351 - Stormwater renewals resulting from capacity restraints	\$78
2021		Total	\$78
2022		Network Renewals	
2022	1	351 - Stormwater works (inc new, capacity restraints, WSUD and management of 80/45/45)	\$80
2022		Total	\$80
2023		Network Renewals	Estimate
2023	1	351 - Stormwater renewals resulting from capacity restraints	\$80
2023		Total	\$80
2024		Network Renewals	
2024	1	351 - Stormwater renewals resulting from capacity restraints	\$80
2024		Total	\$80
2025		Network Renewals	
2025	1	351 - Stormwater renewals resulting from capacity restraints	\$80
2025		Total	\$80
2026		Network Renewals	
2026	1	351 - Stormwater renewals resulting from capacity restraints	\$80
2026		Total	\$80
2027		Network Renewals	
2027	1	351 - Stormwater renewals resulting from capacity restraints	\$80
2027		Total	\$80
2028		Network Renewals	
2028	1	351 - Stormwater renewals resulting from capacity restraints	\$80
2028		Total	\$80
2029		Network Renewals	
2029	1	351 - Stormwater renewals resulting from capacity restraints	\$80
2029		Total	\$80

Buildings

**Meander Valley
Projected Capital Renewal Works Program - 2020
Buildings_S3_V1**

(\$000)

Year	Item	Description	Estimate
2020		Network Renewals	
2020	1	100b- Renewal (Council Office)	\$150
2020	2	316b - Renewal (Hagley Rec Grd)	\$15
2020	3	525b - Renewal (DCC toilets)	\$75
2020	4	545b - Renewal (roof and foyer renewal)	\$195
2020	5	625b - Renewal (Chlorine Dosing and Heating unit)	\$42
2020		Total	\$477
2021		Network Renewals	
2021	1	316b - Renewal	\$5
2021	2	505b - Renewal	\$133
2021	3	545b - Renewal	\$10
2021	4	625b - Renewal	\$308
2021		Total	\$456
2022		Network Renewals	
2022	1	316b - Renewal	\$73
2022	2	505b - Renewal	\$52
2022	3	525b - Renewal	\$103
2022	4	625b - Renewal	\$62
2022		Total	\$290
2023		Network Renewals	
2023	1	505b - Renewal	\$73
2023	2	515b - Renewal	\$31
2023	3	525b - Renewal	\$145
2023		Total	\$249
2024		Network Renewals	
2024	1	100b - Renewal	\$83
2024	2	505b - Renewal	\$73
2024	3	525b - Renewal	\$104
2024		Total	\$260
2025		Network Renewals	
2025	1	505b - Renewal	\$73
2025	2	525b - Renewal	\$50

2025		Total	\$123
2026		Network Renewals	
2026	1	505b - Renewal	\$103
2026	2	525b - Renewal	\$50
2026	3	545b - Renewal	\$155
2026		Total	\$308
2027		Network Renewals	
2027	1	505b - Renewal	\$73
2027	2	525b - Renewal	\$50
2027		Total	\$123
2028		Network Renewals	
2028	1	505b - Renewal	\$73
2028	2	525b - Renewal	\$50
2028	3	545b - Renewal	\$36
2028		Total	\$159
2029		Network Renewals	
2029	1	505b - Renewal	\$73
2029	2	525b - Renewal	\$50
2029		Total	\$123

Bridges

**Meander Valley
Projected Capital Renewal Works Program - 2020 Bridges_S3_V1**

(\$000)

Year	Item	Description	Estimate
2020		Network Renewals	
2020	1	210 - Bridge Renewals (inc \$20k Scoping Budget)	\$1,335
2020		Total	\$1,335
2021		Network Renewals	
2021	1	210 - Bridge Renewals (inc \$20k Scoping Budget)	\$2,294
2021		Total	\$2,294
2022		Network Renewals	
2022	1	210 - Bridge Renewals (inc \$20k Scoping Budget)	\$246
2022		Total	\$246
2023	1	210 - Bridge Renewals (inc \$20k Scoping Budget)	\$325
2023		Total	\$325
2024		Network Renewals	
2024	1	210 - Bridge Renewals (inc \$20k Scoping Budget)	\$22
2024		Total	\$22
2025		Network Renewals	
	1	210 - Bridge Renewals (inc \$20k Scoping Budget)	\$182
2025		Total	\$182
2026		Network Renewals	
2026	1	210 - Bridge Renewals (inc \$20k Scoping Budget)	\$836
2026		Total	\$836
2027		Network Renewals	
2027	1	210 - Bridge Renewals (inc \$20k Scoping Budget)	\$22
2027		Total	\$22
2028		Network Renewals	
2028	1	210 - Bridge Renewals (inc \$20k Scoping Budget)	\$530
2028		Total	\$530
2029		Network Renewals	
2029	1	210 - Bridge Renewals (inc \$20k Scoping Budget)	\$276
2029		Total	\$276

Recreation

**Meander Valley
Projected Capital Renewal Works Program - 2020 Land Improvements_S3_V1**

(\$000)

Year	Item	Description	Estimate
2020		Network Renewals	
2020	1	505r - renewal	\$15
2020	2	525r - renewal	\$165
2020	3	565r - Renewal	\$10
2020		Total	\$190
2021	1	525r - Renewal	\$120
2021	2	565r - Renewal	\$584
2021		Total	\$704
2022		Network Renewals	
2022	1	525r - Renewal	\$131
2022	2	565r - Renewal	\$98
2022		Total	\$229
2023	1	525r - Renewal	\$105
2023	2	565r - Renewal	\$186
2023		Total	\$291
2024		Network Renewals	
2024	1	525r - Renewal	\$178
2024	2	565r - Renewal	\$321
2024		Total	\$499
2025		Network Renewals	
2025	1	525r - Renewal	\$137
2025	2	565r - Renewal	\$36
2025		Total	\$173
2026		Network Renewals	
2026	1	525r - Renewal	\$105
2026	2	565r - Renewal	\$62
2026		Total	\$167
2027	1	525r - Renewal	\$105
2027	2	565r - Renewal	\$93
2027		Total	\$198
2028		Network Renewals	
2028	1	525r - Renewal	\$105
2028	2	565r - Renewal	\$103
2028		Total	\$208
2029	1	525r - Renewal	\$105
2029	2	565r - Renewal	\$103
2029		Total	\$208

Appendix C Projected Upgrade/Exp/New Capital Works Program

Roads

Meander Valley

Projected Capital Upgrade/New Works Program - 2020 Transport_S3_V1

(\$000)

Year	Item	Description	Estimate
2020	1	201f - Footpath New	\$135
2020	2	201k - Kerb New	\$10
2020	3	201m - Main Street Upgrades	\$445
2020	4	201r - Road Rehab - Upgrades	\$70
2020	5	201s - Road Safety - Upgrades	\$120
2020		Total	\$780
2021	1	201f - Footpath New	\$364
2021	2	201k - Kerb New	\$33
2021	3	201m - Main Street Upgrades	\$420
2021	4	201r - Road Rehab - Upgrades	\$155
2021	5	201s - Road Safety - Upgrades	\$121
2021	6	201v - Verges (Tree/Drainage)	\$34
2021		Total	\$1,127
2022	1	201f - Footpath New	\$217
2022	2	201k - Kerb New	\$33
2022	3	201m - Main Street Upgrades	\$271
2022	4	201r - Road Rehab - Upgrades	\$156
2022	5	201s - Road Safety - Upgrades	\$122
2022	6	201v - Verges (Tree/Drainage)	\$34
2022		Total	\$833
2023	1	201f - Footpath New	\$217
2023	2	201k - Kerb New	\$33
2023	3	201m - Main Street Upgrades	\$271
2023	4	201r - Road Rehab - Upgrades	\$156
2023	5	201s - Road Safety - Upgrades	\$122
2023	6	201v - Verges (Tree/Drainage)	\$34
2023		Total	\$833
2024	1	201f - Footpath New	\$217
2024	2	201k - Kerb New	\$33
2024	3	201m - Main Street Upgrades	\$271
2024	4	201r - Road Rehab - Upgrades	\$156
2024	5	201s - Road Safety - Upgrades	\$122
2024	6	201v - Verges (Tree/Drainage)	\$34
2024		Total	\$833

Road Cont.

2025	1	201f - Footpath New	\$217
2025	2	201k - Kerb New	\$33
2025	3	201m - Main Street Upgrades	\$271
2025	4	201r - Road Rehab - Upgrades	\$156
2025	5	201s - Road Safety - Upgrades	\$122
2025	6	201v - Verges (Tree/Drainage)	\$34
2025		Total	\$833
2026	1	201f - Footpath New	\$217
2026	2	201k - Kerb New	\$33
2026	3	201m - Main Street Upgrades	\$271
2026	4	201r - Road Rehab - Upgrades	\$156
2026	5	201s - Road Safety - Upgrades	\$122
2026	6	201v - Verges (Tree/Drainage)	\$34
2026		Total	\$833
2027	1	201f - Footpath New	\$217
2027	2	201k - Kerb New	\$33
2027	3	201m - Main Street Upgrades	\$271
2027	4	201r - Road Rehab - Upgrades	\$156
2027	5	201s - Road Safety - Upgrades	\$122
2027	6	201v - Verges (Tree/Drainage)	\$34
2027		Total	\$833
2028	1	201f - Footpath New	\$217
2028	2	201k - Kerb New	\$33
2028	3	201m - Main Street Upgrades	\$271
2028	4	201r - Road Rehab - Upgrades	\$156
2028	5	201s - Road Safety - Upgrades	\$122
2028	6	201v - Verges (Tree/Drainage)	\$34
2028		Total	\$833
2029	1	201f - Footpath New	\$217
2029	2	201k - Kerb New	\$33
2029	3	201m - Main Street Upgrades	\$271
2029	4	201r - Road Rehab - Upgrades	\$156
2029	5	201s - Road Safety - Upgrades	\$122
2029	6	201v - Verges (Tree/Drainage)	\$34
2029		Total	\$833

Stormwater

Meander Valley

Projected Capital Upgrade/New Works Program - 2020 Stormwater_S3_V1

(\$000)

Year	Item	Description	Estimate
2020	1	351 - Stormwater works (inc new, capacity restraints, WSUD and management of 80/45/45)	\$305
2020		Total	\$305
2021	1	351 -Stormwater works (inc modelling, new, capacity restraints, WSUD & 80/45/45 management)	\$374
2021		Total	\$374
2022	1	351 -Stormwater works (inc modelling, new, capacity restraints, WSUD & 80/45/45 management)	\$293
2022		Total	\$293
2023	1	351 -Stormwater works (inc modelling, new, capacity restraints, WSUD & 80/45/45 management)	\$293
2023		Total	\$293
2024	1	351 -Stormwater works (inc modelling, new, capacity restraints, WSUD & 80/45/45 management)	\$293
2024		Total	\$293
2025	1	351 -Stormwater works (inc modelling, new, capacity restraints, WSUD & 80/45/45 management)	\$293
2025		Total	\$293
2026	1	351 -Stormwater works (inc modelling, new, capacity restraints, WSUD & 80/45/45 management)	\$293
2026		Total	\$293
2027	1	351 -Stormwater works (inc modelling, new, capacity restraints, WSUD & 80/45/45 management)	\$293
2027		Total	\$293
2028	1	351 -Stormwater works (inc modelling, new, capacity restraints, WSUD & 80/45/45 management)	\$293
2028		Total	\$293
2029	1	351 -Stormwater works (inc modelling, new, capacity restraints, WSUD & 80/45/45 management)	\$293
2029		Total	\$293

Buildings

**Meander Valley
Projected Capital Upgrade/New Works Program - 2020 Buildings_S3_V1**

(\$000)

Year	Item	Description	Estimate
2020	1	100b - New-Upgrade (Council Office)	\$100
2020	2	316b - New-Upgrade (Hagley Public Toilets)	\$5
2020	3	525b - New-Upgrade (DCC toilets)	\$35
2020	4	545b - New-Upgrade (MVPAC Foyer)	\$15
2020	5	625b - New-Upgrade (Work depot)	\$750
2020		Total	\$905
2021	1	316b - New-Upgrade	\$149
2021	2	505b - New-Upgrade	\$62
2021	3	545b - New-Upgrade	\$21
2021	4	625b - New-Upgrade	\$1,025
2021		Total	\$1,256
2022	1	505b - New-Upgrade	\$10
2022	2	525b - New-Upgrade	\$26
2022		Total	\$36
2023	1	505b - New-Upgrade	\$5
2023	2	525b - New-Upgrade	\$27
2023		Total	\$32
2024	1	505b - New-Upgrade	\$5
2024	2	525b - New-Upgrade	\$27
2024		Total	\$32
2025	1	505b - New-Upgrade	\$5
2025	2	525b - New-Upgrade	\$27
2025		Total	\$32
2026	1	505b - New-Upgrade	\$5
2026	2	525b - New-Upgrade	\$27
2026		Total	\$32
2027	1	505b - New-Upgrade	\$5
2027	2	525b - New-Upgrade	\$27
2027		Total	\$32
2028	1	505b - New-Upgrade	\$5
2028	2	525b - New-Upgrade	\$27
2028		Total	\$32
2029	1	505b - New-Upgrade	\$5
2029	2	525b - New-Upgrade	\$27
2029		Total	\$32

Bridges

**Meander Valley
Projected Capital Upgrade/New Works Program - 2020 Bridges_S3_V1**

(\$000)

Year	Item	Description	Estimate
2020	1	210 - Safety Barriers	
2020		Total	\$0
2021	1	210 - Safety Barriers	\$33
2021		Total	\$33
2022	1	210 - Safety Barriers	\$33
2022		Total	\$33
2023	1	210 - Safety Barriers	\$33
2023		Total	\$33
2024	1	210 - Safety Barriers	\$33
2024		Total	\$33
2025	1	210 - Safety Barriers	\$33
2025		Total	\$33
2026	1	210 - Safety Barriers	\$33
2026		Total	\$33
2027	1	210 - Safety Barriers	\$33
2027		Total	\$33
2028	1	210 - Safety Barriers	\$33
2028		Total	\$33
2029	1	210 - Safety Barriers	\$33
2029		Total	\$33

Recreation

**Meander Valley
Projected Capital Upgrade/New Works Program - 2020 Land Improvements_S3_V1**

(\$000)

Year	Item	Description	Estimate
2020	1	315r - New/Upgrade	\$5
2020	2	525r - New-Upgrade	\$560
2020	3	565r - New/upgrade	\$15
2020		Total	\$580
2021	1	315r - Concrete slabs - cemetery	\$55
2021	2	525r - New-Upgrade	\$198
2021	3	565r - New-Upgrade	\$320
2021	4	321r - New-Upgrade	\$10
2021		Total	\$583
2022	1	315r - Concrete slabs - cemetery	\$5
2022	2	525r - New-Upgrade	\$236
2022	3	565r - New-Upgrade	\$269
2022		Total	\$510
2023	1	315r - Concrete slabs - cemetery	\$5
2023	2	525r - PVP New-Upgrade	\$189
2023	3	565r - New-Upgrade	\$93
2023		Total	\$287
2024	1	315r - Concrete slabs - cemetery	\$5
2024	2	525r - PVP New-Upgrade	\$189
2024	3	565r - New-Upgrade	\$10
2024		Total	\$204
2025	1	315r - Concrete slabs - cemetery	\$5
2025	2	525r - PVP New-Upgrade	\$189
2025	3	565r - New-Upgrade	\$212
2025		Total	\$406
2026	1	315r - Concrete slabs - cemetery	\$5
2026	2	525r - New-Upgrade	\$189
2026	3	565r - New-Upgrade	\$263
2026		Total	\$457
2027	1	315r - Concrete slabs - cemetery	\$5
2027	2	525r - New-Upgrade	\$189
2027	3	565r - New-Upgrade	\$207
2027		Total	\$401
2028	1	315r - Concrete slabs - cemetery	\$5
2028	2	525r - New-Upgrade	\$189
2028	3	565r - New-Upgrade	\$207
2028		Total	\$401

Appendix D Unfunded Initiatives and Capital Works proposals

A number of projects generated from the following strategic documents have not been formally approved by Council.

Roads

- Blackstone Heights/Prospect Vale Structure Plan – this includes work such a Mt Leslie Road improvements
- Hadspen Outline Development Plan (ODP) – HUG project
- Westbury ODP – footpath expansion works

Stormwater

- Blackstone/Prospect Structure Plan
- Hadspen ODP
- Westbury ODP

Bridges

- Nil

Buildings

None identified

Recreation

- Blackstone/Prospect Structure Plan
- Hadspen ODP and Open Space Plan (OSP)
- Westbury ODP and OSP
- Deloraine OSP
- Deloraine and Westbury Sport and Recreation Study
- Water ways booklet
- Recreation and reserve play-space/scape improvements

Appendix E Tasmanian Audit Office – Report No 5 2013-14 Recommendations

A summary outline of the 23 recommendations is detailed on pages 8 to 10 in the report.

Link to [Report No 5 2013-14 Infrastructure Financial Accounting in Local Government](#)

Appendix F Asset Revaluation Process

The following detail outlines Meander Valley Council's approach to asset revaluations.

Fair Value - subsequent to the initial recognition of assets, non-current physical assets, other than Land Improvements, Plant and Equipment, Heritage and Intangibles, are measured at their fair value in accordance with AASB 116 Property, Plant & Equipment and AASB 13 Fair Value Measurement.

Council reviews the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximates its fair value. Where the carrying value materially differs from the fair value at balance date, this would lead to a revaluation of this asset class.

In addition, Council undertakes a formal revaluation of asset classes, measured on the fair value basis on a three-year rolling cycle. The valuation is performed either by experienced Council officers or independent experts. The cost of acquisitions and capital works during the year is considered to represent their fair value.

When assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense.

Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation surplus for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset. (*Meander Valley Council - Annual Report 2014*)

Council annually reviews indicators that lead to the asset carrying value to materially differs from the fair value.

The following indicators may require a revaluation out of the ordinary cycle:

- Material change in costs
- Material change to an index (ABS, CCI)
- Unexpected and significant natural disaster

Asset Classes revalued on a three cycle as detailed below (notwithstanding the effect of indicators):

- 2019-20
 - Stormwater
 - Buildings
 - Land
- 2020-21
 - Bridges
 - Land (every two years)
- 2021-22
 - Roads – including road condition survey
- 2022-23
 - Stormwater
 - Buildings
 - Land (every two years)

Asset classes not revalued and valued at historical cost:

- Land Improvements
- Plant and Equipment
- Heritage
- Intangible
- Valuation

Triggers for asset revaluation

Develop pre-defined criteria and formal approval processes for revalue and impairment indicators decision to or not to revalue assets.

Appendix G Annual Reviews

Detail annual review process and include recommendations from LGAT Financial Sustainability Practice Summary 14. The following link to [LGAT Practice Summary 14](#) details the practice summary information for Annual Reviews.

Appendix H Sport & Recreation Venue Action Plan

SPORT & RECREATION VENUE ACTION PLAN

Item	Detail	Venue Priority	\$ Estimate
PROSPECT VALE PARK & RAY JOHNSTONE PAVILION			
Ground surface	Fields 2,3 4 - Raise fields and provide sand based profile including drainage and irrigation.	High	\$1,100,000
Fences and safety nets	Field 7 and 8 and other fields require fencing to reduce impact of native fauna, domestic pets and provide better safety for participants. The Field 7 & 8 have a need for safety nets behind goals to reduce the number of children going onto the ring road when balls are kicked there during training and games.	High	
Change rooms / toilets / showers	Refurbishment to unisex standard for sport. C1 & 2 - remove urinals, communal showerrs, troughs. C3 & 4 - remove troughs. Add: vanity basins, hand dryers, privacy showers to C1,2,3,4.	High	\$400,000
Medical Rooms	Old medical room is not acessibile from change-rooms. Requires female and male players to go outside into spectators to access. New access door to be created. Both old and new medical room require hand dryers. Old medical room requires hot water.	High	
Club room toilets	Refurbishment to relevant and safe standard required, including internal entry via clubroom.	High	
Scoreboard	AFL scoreboard for Field 7 & 8 is manual operation. Standard is now for electronic. Master plan refers to need to review arrangement when ring road put in place.	High	\$100,000
Function / Office Space	Replace old carpet in the main function room (15 years old). Size is adequate for current needs. May require expansion to meet demand for club activities.	High	\$25,000
Storage cages (external / internal)	Review requirements with users as have had to move a storage container on site to meet needs.	Medium	\$150,000
BBQ	Electric bbq requested for near pavilion.	Low	\$30,000
Ground surface	Field 1 - Drainage and irrigation required.	Low	\$350,000
Bar	Adequate for current needs. May require expansion to meet demand for social activities.	NA	
Kitchen	Recently upgraded by Council (facility) and Sports Club (equipment). Medium sized facility but adequate.	NA	
Ground surface	Field 5,6,7,8 have been redeveloped to high standard	NA	
Ground lights	All at required standard	NA	
Public Toilet	All at required standard	NA	
			\$2,155,000
Item	Detail	Venue Priority	\$ Estimate
HADSPEN MEMORIAL CENTRE & RECREATION GROUND			
Change rooms / toilets / showers	Female and Male facilities available. Consider removal of urinal in future in mens toilet / change. Total of 4 spaces and need to go outside to get from changeroom to shower / toilets. Requires separate facilities or better integration of existing facilities.	Medium	\$350,000
Ground surface	Drainage and then irrigation required to accommodate expansion of venue use to winter users.	Low	\$1,000,000
Ground lights	None available. Requires 100 lux minimum to allow any winter usage.	Low	
Bar	Built by cricket club and not a shared facility	NA	

BBQ	Electric bbq installed by cricket club and not shared	NA	
Function Space	2 spaces that are available to all users. Smaller function space has cricket club memorabilia, bar and bbq (external). No further work required at this time.	NA	
Storage cages (internal)	Currently used by Australia Post and Cricket Club. Can be further shared if necessary in future.	NA	
Storage room (internal)	Used by Friends of Hadspen and the venue	NA	
Office	Used by Friends of Hadspen	NA	
Public Toilet	1 unisex / disability access toilet open 24/7. No work required.	NA	
			\$1,350,000
Item	Detail	Venue Priority	\$ Estimate
WESTBURY SPORTS CENTRE			
Storage Facility	Review equipment and remove abandoned / redundant items. Weather proof if required. Replace and make lighting safe.	High	\$5,000
Meeting Room	Clear excess equipment that is being stored or abandoned. Refurbish - new surfaces, furniture, air conditioning, reconfigure windows / lights.	Medium	\$30,000
Female Changerooms & Toilets	Refurbish equipment and surfaces	Medium	\$700,000
Male Changerooms & Toilets	Fully refurbish so communal showers, urinals are removed.	Medium	
Disability Toilet	Provide hand dryers and refresh space and entry.	Medium	
External Façade	Remains dated and uninviting to potential users. Review and design new entry - including painting and surfaces. Review ramp access arrangements.	Low	\$500,000
Foyer	Internal appearance / décor remains dated and uninviting to potential users. Review and design new entry - including painting and surfaces.	Low	\$5,000
Stadium	Internal appearance / décor remains dated and uninviting to potential users. Review and refresh surfaces including timber façade on end walls to match side walls.	Low	\$250,000
Canteen / Kiosk	Review and plan extent of any refurbishment. Functionality of the space is limited by the equipment and surfaces.	Low	\$250,000
Squash / Multi-use Courts	Consider future of the facility as need determines	NA	
			\$1,740,000
Item	Detail	Venue Priority	\$ Estimate
DELORAIN COMMUNITY COMPLEX			
Female Changerooms & Toilets	Redevelop and replace all surfaces, basins, pans, doors on showers etc.	High	\$75,000
Storage - Cleaners / Users / Council	Cupboards and storage spaces need to be reconfigured. Remove store from office and medical room. Relocate to the storage bays. Redesign and create new entry point to store via corridor near female change.	High	\$120,000
Medical Room	Currently used as store for cleaner. Remove to new store and re-instate as medical room	High	
Office	Currently shared as a store for cleaner. Remove to new store and re-instate as office. Add air conditioning.	High	
Meeting Room	New furniture, glazing resealed	High	\$20,000
Venue Access / Security systems	Upgrade to allow easier access and tracking of users access / egress. New entry at rear for netball users	High	\$50,000
Mezzanine and Foyer	New access to mezzanine that is disability access compliant. Includes lift to mezzanine and entry to auditorium / toilets. Refurbish mezzanine with furniture and coverings. Consider enclosing this space. Foyer to be refurbished and review and improvements of memorabilia display.	High	\$550,000

Auditorium / Kitchen	Full redevelop / refurbish to make modern / accessible. Includes full redevelopment of commercial kitchen. Refurbish toilets at ground level.	Medium	\$1,000,000
Basketball Score / Time Equipment	Upgraded score boards / time clocks	Low	\$75,000
Stadiums	Build extension on each side of stadium to allow extended runoffs. Also removable seating on the eastern side.	Low	\$3,000,000
DCC entry and surrounds	Front entrance - not flat, door tiling, upgrade paths, review gardens.	Low	\$50,000
DCC under venue store	Houses computer / IT recovery centre. Clean out and tidy space. Make suitable for extra Council storage. Check fire risk management.	Low	\$1,000
Squash / Multi-use Courts	New so not assessed	NA	
Canteen / Kiosk	Recently upgraded. No further work planned / identified	NA	
Male Changerooms & Toilets	Recently redeveloped - no further work planned	NA	
			\$4,891,000
Item	Detail	Venue Priority	\$ Estimate
MEANDER VALLEY PERFORMING ARTS CENTRE			
Stadium	Floor maintenance due. Repaint and refresh all surfaces. Review any infrastructure that is on walls and redundant.	High	\$20,000
Café space	Establish café space in existing store at entry.	Medium	\$30,000
Theatre heating	Identify heating / cooling solution which takes account of noise and effectiveness.	Medium	\$20,000
Theatre Mezzanine / Projector Room	Review, tidy and secure. Prevent access by groups. Cosmetic improvements to mezz entry point.	Medium	\$2,000
Toilets	Male, Female, Disability toilets to be reviewed. Add hand drying fans, soap dispensers, privacy shields in urinals.	Medium	\$10,000
Squash Courts	2 courts, change and club spaces. Add: improved lighting, paint out the rooms, new furniture, full refurbishment of the toilets / changerooms.	Medium	\$500,000
Change room upgrade	Review and refurbish all change / toilet rooms.	High	\$700.00
Kitchen	Review storage in kitchen. Tidy and remove excess equipment. Refurbish surfaces and equipment as required.	Low	\$10,000
Community Band Room	Review and improve entry point to band room. New carpet, equipment, lighting. For safety add a hand rail on internal stairs.	Low	\$30,000
Foyer upgrade	Ongoing currently	NA	
Studio	No identified needs	NA	
Studio	No identified needs	NA	
			\$622,700
Item	Detail	Venue Priority	\$ Estimate
DELORAIN RECREATION GROUND			
Ground surface	Drainage and then irrigation required to accommodate expansion of venue by summer and winter users. Review and improve fence line and seating.	Medium	\$1,000,000
Ground lights	Requires 150 lux minimum upgrade to allow games / training to community football standard.	High	
Change rooms and supporting spaces	All rooms - change-rooms, showers, toilets, medical, laundry, office, match managers room, stores - require a review, plan and refurbish fully.	High	\$1,000,000
Umpires Rooms	New umpires rooms that are fit for purpose are required.	High	

Toilets	Male and Female and Disability - all require total refurbishment	High	\$300,000
Foyer Entry	Requires review and better set-out of memorabilia and refreshen wall and floor surfaces	Low	\$50,000
Grand stand, scorers areas, sponsor boxes	Requires review and improvements to make safe	Low	?
Bar	Built by football club and not a shared facility. Refurbished by Council	NA	
Function / Club Room	Recently refurbished	NA	
Kitchen	Commercial kitchen standard recently refurbished	NA	
			\$2,350,000
Item	Detail	Venue Priority	\$ Estimate
BRACKNELL RECREATION GROUND			
Ground lights	Requires 150 lux minimum upgrade to allow games / training to community football standard.	High	\$1,000,000
Ground surface	Drainage and then irrigation required to accommodate expansion of venue by summer and winter users.	Medium	
Upgrade change rooms	Review visitors and umpires changerooms. Refurbish or replace existing facilities. Home rooms to replace communal showers and urinals	Medium	700,000
Umpires Rooms	Increase capacity of existing rooms to allow for female and male umpires as required.	Medium	
			\$1,700,000
Item	Detail	Venue Priority	\$ Estimate
WESTBURY RECREATION GROUND			
Ground lights	Requires 150 lux minimum upgrade to allow games / training to community football standard.	High	\$1,000,000
Ground surface	Drainage and then irrigation required to accommodate expansion of venue by summer and winter users.	Medium	
Facilities	Electronic access system. Cleaners storage area.	Medium	\$50,000
			\$1,050,000
Item	Detail	Venue Priority	\$ Estimate
WHITEMORE RECREATION GROUND			
New lights for tennis courts	Light infrastructure is very old. New lux standards for tennis also. Review and assist tennis Club to replace for safety and functionality	High	\$100,000
Ground perimeter	Ground furniture requires repair and replacement	Medium	\$5,000
Clubrooms	Upgrade kitchen and refurbish all elements of the Club house	Low	\$50,000
Other	Cricket net complex is very old and will need to be repaired and replaced, Venue entry points require review and improvement of paths	Low	\$30,000
			\$185,000

Item	Detail	Venue Priority	\$ Estimate
HAGLEY RECREATION GROUND			
Change Room / Access	Requires review of doorways into change rooms so as to improve and obtain more area under roof, including storage. Review showers / toilet arrangements with a view to improveing	High	\$350,000
Minor works to build amenity for cricket	Requires shade area at front of Club pavilion for summer users.	Medium	
Showers / Toilets	Review showers / toilet arrangements to increase provision and amenity.	Medium	
Ground surface	In ground irrigation required to replace use of travelling irrigators	Medium	\$150,000
Club Bar	Kept in good order by the Cricket Club.	NA	
Public toilets	Currently open 24 / 7 - male and female. Adequate for amount of use	NA	
			\$500,000
Item	Detail	Venue Priority	\$ Estimate
CARRICK RECREATION GROUND			
Toilets	Male and female on site, but locked. Require total refurbishment or replacement.	NA	
Sport Facilities	Cricket (pitch is covered and degraded), basketball / tennis (old asphalt); bmx (junior beginners only) may all be refurbished in future	NA	
Item	Detail	Venue Priority	\$ Estimate
MEANDER RECREATION GROUND			
Toilets / Hall / Supper Room	Male and female on site. Hall and supper room. All in good order and managed by community.	NA	
Sport Facilities	Cricket (concrete); tennis / netball (old asphalt); oval and old clubroom (used as store). All would require development work to return to usable status for sporting clubs	NA	
GRAND TOTAL			\$14,805,440

INFRASTRUCTURE 3

Reference No. 32/2020

POLICY REVIEW NO. 60 - ASSET MANAGEMENT

AUTHOR: Rob Little
Asset Management Coordinator

1) Recommendation

It is recommended that Council confirms the continuation of Policy No.60 Asset Management with amendments as follows:

POLICY MANUAL

Policy Number: 60

Asset Management

Purpose: To provide guidelines for consistent asset management processes.

Department: Infrastructure Services

Author: Rob Little, Asset Management Coordinator

Council Meeting Date: ~~17 January 2017~~ 11 February 2020

Minute Number: ~~22/2017~~ 32/2020

Next Review Date: ~~January 2021~~ February 2024

POLICY

1. Definitions

Infrastructure Assets

An asset is an item of value — something that is “worth having”, because it is capable of delivering services now and into the future. Assets are acquired to support the delivery of council services to the community.

Physical assets that contribute to meeting the needs of organisations or the need for access to major economic and social facilities and services. Typically fixed in place, large, interconnected networks or portfolios of composite assets with long lives.

Non-Current Assets

Assets with a service life exceeding one year. For local government this includes roads, bridges, footpaths, stormwater, recreational buildings and facilities, computer software, plant and equipment, and intellectual property.

Maintenance

All actions necessary for retaining an asset as near as practicable to its original service condition, but excluding rehabilitation or renewal, to ensure the asset reaches its expected useful life.

Rehabilitation

Is work to rebuild or replace parts or components of an asset to restore it to a required functional condition and extend its life.

Renewal

Is work to upgrade refurbish restore or replace an existing asset facilities of equivalent capacity or performance capability to its original service potential and capacity.

Upgrade/New

Upgrade enhancements to an existing asset to provide higher levels of service, eg widen a sealed road. New assets are created to meet additional service level requirements, eg a new building.

Upgraded asset

Improvements undertaken to an existing asset, or replacement of an existing asset, to provide a higher level of service.

New asset

New assets are created to meet additional service level requirements.

“Whole of life” or “Life Cycle Cost”

Includes all costs associated with the ownership of an asset that allows it to continue to function and meet service needs over its life including planning/creation, operations, maintenance, depreciation, renewal and disposal. If asset planning is limited to a single phase such as creation, decisions may not take into account long-term issues.

Service Levels (Levels of Service)

Are outcomes that Council delivers to the community which are not limited to safety, customer satisfaction, quality, capacity, reliability, availability and costs which meet the organisations social, political, economic and environmental objectives. Service levels can be measureable, helping inform councils defined service quality and identify opportunities.

2. Objective

The objective of this policy is to:

- Assist **Direct** Council in achieving its long term strategic planning, strategic asset management and long term financial planning objectives **and meet legislative and regulatory requirements for asset management**
- Ensure ~~that these~~ assets that are well utilised and of benefit to the community are maintained in a condition and replaced as required, such that they are fit and safe for the purpose for which they were intended
- Enable Council to meet its service delivery objectives efficiently and effectively through integration of asset management with ~~corporate~~ **organisational** planning **to and** meeting the service needs of the community within levels of affordability
- Ensure ~~adequate provisions is~~ **adequate provisions** is made for the long-term replacement of major assets **are** is sustainable **and based on** through informed **and responsible** decision making **on reliable information that is accountable and responsible**
- **Creating an environment where all employees take an integral part in overall management of infrastructure assets by creating and sustaining asset management awareness throughout the organisation**

3. Scope

This policy has application to all Council activities.

4. Policy

Background

Council is committed to implementing a systematic asset management methodology in order to apply appropriate asset management ~~best practices~~ **principles** across all areas of Council. This includes all "whole of life" considerations in accordance with Council's priorities for service delivery.

Council owns and uses approximately \$~~281~~**300**,000,000 of **infrastructure** ~~non-current~~ assets to support its core business of **service** ~~delivery of services~~ to the community.

Asset management practices impact directly on the core business of Council and appropriate asset management is required to achieve strategic service delivery objectives.

A strategic **whole of organisation** approach to asset management will ensure that Council delivers an appropriate level of service that the community is willing to pay for.

This will provide positive impact on:

- Members of the public and staff
- Council's financial position
- The ability of Council to deliver the expected level of service and infrastructure
- The political environment in which Council operates, and

- The legislative responsibilities of Council.

Principles

As custodians of community assets and as part of Council's consideration of infrastructure asset management, Council will:

1. Provide quality infrastructure assets in accordance with the Strategic Plan and Long Term Financial Plan that support services that are appropriate, accessible, responsive and sustainable to the community, visitors and environment
2. ~~Apply a consistent Asset Management Strategy for implementing systematic asset management and appropriate asset management best practice throughout all Departments of Council~~
3. ~~Develop a~~ Maintain the Strategic Asset Management Plan and Asset Management Plans for Roads, Bridges, Buildings, Stormwater and Land Improvement asset classes major service/asset categories. The plans will be informed by community consultation and financial planning and reporting
4. ~~Meet legislative requirements for asset management and take into account political, social and economic environments~~
5. Integrate asset management principles within existing planning and operational processes and manage assets in a systematic and sustainable manner
6. ~~Use an inspection regime and assessment process on key assets to ensure agreed service levels are maintained and to identify asset renewal priorities, assets for outright disposal or assets for relocation through disposing of the existing asset and transferring the asset to an alternate location~~
7. Ensure asset renewals required to meet agreed service levels and identified in Asset Management Plans and Long Term Financial Plans will form the basis of annual budget estimates. Risk consequences of any variations from defined asset renewals and budget resources are to be detailed in budget documentation
8. ~~Explore alternative options for service delivery including low cost and non-asset solutions and select best solution~~
9. Ensure timely maintenance and renewal of assets so that "life cycle costs" are optimised for existing and new assets
10. ~~Ensure asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service. Renewals and new work will be assessed using Council frameworks to evaluate and prioritise capital works projects~~
11. Consider and report future "whole of life" costs in all decisions relating to gifted assets, upgrade of existing services or assets and new services or assets utilising Council's New and Gifted Assets Policy
12. ~~Ensure asset information is accurate and up to date allowing for appropriate asset planning, both in the short and long term, and for informed decision making to occur~~

13. Ensure systematic and cyclic reviews will be applied to major asset classes and that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards
14. ~~Ensure service levels defined in asset management plans will form the basis of annual budget estimates. Risk consequences of any variations from defined service levels and budget resources are to be detailed in budget documentation~~
15. ~~Determine future service levels in consultation with the community~~
16. ~~Safeguard Council assets, including physical assets and employees by allocating appropriate resources and operational capabilities to ensure asset management practices can be undertaken responsibly~~
17. ~~Develop and apply consistent construction standards to Council, community and developers~~
18. ~~Manage assets using a multi-discipline cross-functional asset management team approach~~
19. ~~Ensure that the roles and responsibilities of all asset users are well defined and understood~~
20. ~~Sustain asset management awareness throughout Council through training and professional development for Councillors and relevant staff in asset and financial management~~
21. Continuously improve asset management practices and Council's Asset Management Improvement Program that are transparent and responsible which align with demonstrated best practice
22. ~~Consider the impact of climate change on Council's existing assets and new assets by developing adaptation processes to mitigating potential risk to the organisation from effects of future events and will facilitate community resilience~~

Roles

Councillors guide determine outcomes of Council to meet strategic objectives based on our vision and values to meet our community's needs. They are responsible for the allocation of resources for delivery of the Strategic Plan, setting Council priorities and for the adoption of the Asset Management Policy.

The **General Manager** is responsible for ensuring the delivery of the organisation's Asset Management Strategy and Plans and for maintaining systems to ensure that Council's resources are appropriately utilised to address the organisation's strategic objectives.

The **Director Infrastructure Services** is responsible for the delivery of asset management by the implementation of the Asset Management Policy, Strategy Strategic Asset Management Plan and Asset Management Plans, reporting on the status and effectiveness of asset management within Council and the development and implementation of the asset management improvement processes.

The **Director Works** is responsible for the delivery of agreed service levels to the community from routine operation of Council's assets.

5. Legislation & Associated other Council Policies

Council Policy No. 78 New and Gifted Assets

~~Council Policy No. 80 Management of Public Art~~

Section 70C of the Local Government Act 1993 and Ministerial Orders

6. Responsibility

Responsibility for the operation of this policy rests with the General Manager.

2) Officers Report

The purpose of this report is for Council to approve the continuation of the amended Policy No. 60 Asset Management.

The Asset Management (AM) Policy sets out the framework for the strategic management of Council's assets. The current AM Policy was first adopted by Council in 2004 and has been improved over time.

Tasmanian councils are well supported in the development and ongoing review of their AM Policies. Professional organisations, such as the IPWEA's NAMS Council (National Asset Management Strategy), have a focus on a nationally consistent approach to AM. NAMS has developed industry standard guidance for the development of documents such as AM policies.

Ministerial Orders require Tasmanian councils to prepare and maintain an AM Policy. The Orders require AM policies to include:

- The Council's goals and objectives for AM to facilitate delivery of services
- The principles and requirements relating to the management of assets
- Agreed service levels
- Information on Council's assets
- Resourcing for those assets
- Compliance with all applicable legislation
- Continual improvement of the management of those assets
- The promotion of sustainability and community resilience
- Planning for climate change adaptation and mitigation
- The adoption of whole-of-life costing
- The assignment of responsibility for service delivery and for the management of assets

The Policy was previously reviewed by Council in 2017, and this current revision has been brought forward from the scheduled review date to coincide with the review of Council's Strategic Asset Management Plan and New and Gifted Assets Policy.

This review and update of the Policy has been undertaken using guidance provided by the State Government and NAMS, and also in consideration of current industry practice.

The proposed Policy amendments are minor in nature, and were discussed at the December 2019 Audit Panel Meeting and January 2020 Council Workshop.

3) Council Strategy and Policy

Further the objectives of the Council's Community Strategic Plan 2014 to 2024:

- Future direction (6) – Planned infrastructure services

4) Legislation

Local Government Act 1993

5) Risk Management

The Policy objective is the sustainable delivery of Council services that meet strategic objectives and community needs while managing financial risks to Council and the community.

6) Government and Agency Consultation

Not applicable.

7) Community Consultation

Not applicable.

8) Financial Consideration

Not applicable.

9) Alternative Recommendations

Council can elect to approve the Policy with amendment.

10) Voting Requirements

Simple majority

DECISION:

INFRASTRUCTURE 4

Reference No. 33/2020

POLICY REVIEW NO.78 - NEW AND GIFTED ASSETS

AUTHOR: Rob Little
Asset Management Coordinator

1) Recommendation

It is recommended that Council confirms the continuation of Policy No.78 New and Gifted Assets with amendments as follows:

POLICY MANUAL

Policy Number: 78

New and Gifted Assets

Purpose:

To provide guidelines for Council when considering new and gifted assets.

Department:

Infrastructure Services

Author:

Dino De Paoli — Director Infrastructure Services Rob Little Asset Management Coordinator

Council Meeting Date:

9 February 2016 11 February 2020

Minute Number:

40/2016 ##/2020

Next Review Date:

~~February 2020~~ February 2024

POLICY

1. Definitions

~~New assets~~ including ~~gifted assets~~ are assets or asset upgrades that will be owned, operated, maintained, and in most cases renewed at the end of their life by Council with ~~whole of life~~ costs incurred by Council.

~~Gifted assets~~ are assets that are not constructed by Council, or have been part or whole funded through a grant process. This excludes subdivisions.

~~Whole of life costs~~ include costs associated with the ownership of an asset that allows it to continue to function to meet service needs over its life including planning/creation, operations, maintenance, renewal and disposal.

~~Proposed Projects List~~ **Forward Works Program** is Council's master list of renewal and new asset projects from which the annual Capital Works Program is developed.

21. Objective

To be fair and equitable when consideration is given to new assets to be constructed by Council or proposed gifted assets to be taken-over by Council to ensure decisions are made with full understanding of long term effects on Council financial sustainability, and any inherent costs and risks. This information will assist in the consultation process with the community.

32. Scope

This policy applies to:

- All new assets over \$20,000
- All assets with an annual operating expense of over \$2,500
- All gifted assets

43. Policy

Council will undertake an asset assessment and cost benefit analysis on major projects to consider the whole of life costs and also or include in the ~~Proposed Projects List~~ **Forward Works Program** a summary of whole of life costs, associated with any proposed new or gifted asset. This will allow Council to understand and consider risk and, the impact on the Long Term Financial Plan, ratepayers, facility users and the broader community prior to agreeing to construct or take over these assets.

54. Legislation and Related Council Policies

Section 82, Estimates, Local Government Act 1993
Policy 56 - Recreation Facilities Pricing
Policy 60 - Asset Management

65. Responsibility

The Director Infrastructure Services is responsible for the application of this policy.

2) Officers Report

The purpose of this report is for Council to approve the continuation of the amended Policy No. 78 New and Gifted Assets.

The aim of this Policy is to provide Council with information on the future financial effect of new assets which may be Council or grant funded projects, or gifted assets. The financial effect is assessed by considering upfront project costs as well as the long term ongoing and often unquantified Whole of Life (WoL) costs associated with ownership of long life infrastructure assets.

Through our strategic planning processes, Council identifies new projects and receives regular requests to build new assets each year. These projects are funded from cash reserves as well as external grant funding that may be available. Council is responsible for the WoL costs associated with operating and maintaining these assets.

Grant funding allows Council to construct new assets without relying totally on internal funding, however, consideration of WoL costs needs to be part of the assessment process as Council is required to fund these ongoing costs.

Council also takes over assets from various sources from time to time, including volunteer groups and members of the public. While these assets may be constructed at no cost to Council, the WoL costs associated with these assets often become the full responsibility of Council. There may also be an expectation for Council to take on the responsibility for replacing these gifted assets.

Construction of new and gifted assets will increase ongoing operational and maintenance (WoL) costs. This increase may be in excess of current levels of affordability and may result in a reduction of service level in other areas, or an increase in user charges and rates.

The proposed Policy amendments are minor in nature, and were discussed at the December 2019 Audit Panel Meeting and January 2020 Council Workshop.

3) Council Strategy and Policy

Further the objectives of the Council's Community Strategic Plan 2014 to 2024:

- Future direction (6) – Planned infrastructure services

4) Legislation

Not applicable.

5) Risk Management

The Policy allows for the early assessment of projects to understand the financial implications to Council and the community.

6) Government and Agency Consultation

Not applicable.

7) Community Consultation

Not applicable.

8) Financial Consideration

Not applicable.

9) Alternative Recommendations

Council can elect to approve the Policy with amendment.

10) Voting Requirements

Simple majority

DECISION:

GOVERNANCE 1

Reference No. 34/2020

MEANDER VALLEY COUNCIL MODEL CODE OF CONDUCT

AUTHOR: John Jordan
General Manager

1) Recommendation

It is recommended that Council adopts the Model Code of Conduct for Councillors set out in Schedule 1 of the Local Government (Model Code of Conduct) Order 2016, as amended by the Local Government (Model Code of Conduct) Amendment Order 2018.

2) Officers Report

Section 28R of the Local Government Act 1993 (Act), states that the Minister is to make a model code of conduct relating to the conduct of Councillors.

During 2017 and 2018 the Minister, with the input from the Local Government sector, reviewed the local Government Code of Conduct and on 10 December 2018 made amendments to the Act to implement the recommendations that emerged from the review.

A copy of the current Code of Conduct referred to in the recommendation, proposed to be adopted by Council, is attached. The amended version of the Code of Conduct, including changes made, was gazetted on 26 December 2018.

Council reviewed the current Code of Conduct at the Council Workshop on 28 January 2020.

3) Council Strategy and Policy

Further the objectives of the Council's Community Strategic Plan 2014 to 2024:

- Future direction (5) - Innovative leadership and community governance

4) Legislation

Local Government Act 1993
Local Government (Code of Conduct) Order 2016

5) Risk Management

Council is required to adopt a code of conduct under the provisions of the Local Government Act 1993 if it does not it would face censure and potential intervention by the Minister for Local Government. This would have an impact on the reputation of Council.

6) Government and Agency Consultation

The Local Government Division has provided advice to councils about the changes to the Local Government (Code of Conduct) Order 2016 and advised Council that the amended Model Code must be adopted without changes.

7) Community Consultation

Not applicable.

8) Financial Consideration

Not applicable.

9) Alternative Recommendations

Not applicable.

10) Voting Requirements

Simple majority

DECISION:

Local Government (Model Code of Conduct) Order 2016

Version current from 26 December 2018 to date (accessed 31 January 2020 at 11:06)



Local Government (Model Code of Conduct) Order 2016

I make the following order under section 28R(1) of the Local Government Act 1993 .

4 April 2016

PETER GUTWEIN

Minister for Planning and Local Government

1. Short title

This order may be cited as the Local Government (Model Code of Conduct) Order 2016 .

2. Commencement

This order takes effect on 13 April 2016.

3. Interpretation

(1) In this order –

Act means the Local Government Act 1993 .

(2) The Acts Interpretation Act 1931 applies to the interpretation of this order as if this order were by-laws.

4. Model code of conduct

For the purposes section 28R(1) of the Act, the code of conduct set out in Schedule 1 is the model code of conduct relating to the conduct of councillors.

SCHEDULE 1 - Model Code of Conduct

Clause 4

PART 1 - Decision making

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

PART 2 - Conflict of interests that are not pecuniary

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

PART 3 - Use of Office

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

PART 4 - Use of resources

1. A councillor must use Council resources appropriately in the course of his or her public duties.
2. A councillor must not use Council resources for private purposes except as provided by Council policies and procedures.
3. A councillor must not allow the misuse of Council resources by any other person or body.
4.

PART 5 - Use of information

1.
2. A councillor must only access or use Council information needed to perform his or her role and not for personal reasons or non-official purposes.
3.
4. A councillor must only release Council information in accordance with established Council policies and procedures and in compliance with relevant legislation.

PART 6 - Gifts and benefits

1. A councillor may accept an offer of a gift or benefit if it directly relates to the carrying out of the councillor's public duties and is appropriate in the circumstances and is not in contravention of any relevant legislation.
2. A councillor must avoid situations in which a reasonable person would consider that any person or body, through the provisions of gifts or benefits of any kind, is securing (or attempting to secure) influence or a favour from the councillor or the Council.
3.
4.
5.
6.
7.

8.

PART 7 - Relationships with community, councillors and Council employees

1. A councillor –
 - (a) must treat all persons fairly; and
 - (b) must not cause any reasonable person offence or embarrassment; and
 - (c) must not bully or harass any person.
2. A councillor must listen to, and respect, the views of other councillors in Council and committee meetings and any other proceedings of the Council, and endeavour to ensure that issues, not personalities, are the focus of debate.
3.
4. A councillor must not contact or issue instructions to any of the Council’s contractors or tenderers, without appropriate authorisation.
5. A councillor must not contact an employee of the Council in relation to Council matters unless authorised by the General Manager of the Council.

PART 8 - Representation

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

PART 9 - Variation of Code of Conduct

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

Displayed and numbered in accordance with the *Rules Publication Act 1953*.

Notified in the *Gazette* on 13 April 2016

ITEMS FOR CLOSED SECTION OF THE MEETING:

Councillor xx moved and Councillor xx seconded ***“that pursuant to Regulation 15(2) of the Local Government (Meeting Procedures) Regulations 2015, Council close the meeting to the public to discuss the following items.”***

Voting Requirements

Absolute majority

Council moved to Closed Session at x.xxpm

GOVERNANCE 2

CONFIRMATION OF MINUTES

(Reference Part 2 Regulation 34(2) Local Government (Meeting Procedures) Regulations 2015)

GOVERNANCE 3

LEAVE OF ABSENCE

(Reference Part 2 Regulation 15(2)(h) Local Government (Meeting Procedures) Regulations 2015)

INFRASTRUCTURE 5

MANAGEMENT AND OPERATION OF DELORAINE AND CLUAN REFUSE DISPOSAL SITES AND MOLE CREEK TRANSFER STATION

Reference Part 2 Regulation 15(2)(d) Local Government (Meeting Procedures) Regulations 2015)

INFRASTRUCTURE 6

CONTRACT NO. 215-2019-20 – MEANDER VALLEY COUNCIL OFFICE UPGRADES AND FOYER REFURBISHMENT

(Reference Part 2 Regulation 15(2)(d) Local Government (Meeting Procedures) Regulations 2015)

Council returned to Open Session 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

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Wayne Johnston
Mayor