

## COUNCIL MEETING - 18 DECEMBER 2023 ATTACHMENTS

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**DEVONPORT CITY COUNCIL**

ABN: 47 611 446 016

PO Box 604 Devonport TAS 7310 – 137 Rooke Street, Devonport

Telephone 03 6424 0511

Email [council@devonport.tas.gov.au](mailto:council@devonport.tas.gov.au) Web [www.devonport.tas.gov.au](http://www.devonport.tas.gov.au)

11 December 2023

Ms Petra Wilden  
17 Forest Heights Drive  
TUGRAH TAS 7310  
Via E. [petrawilden22@gmail.com](mailto:petrawilden22@gmail.com)

Dear Ms Wilden

**RESPONSE TO QUESTIONS RAISED 27 NOVEMBER 2023**

I refer to your email dated 18 November 2023 to Devonport City Council and your Questions at the 27 November Council meeting. As requested at the meeting, outlined below is a written response. Officers are available to meet should you wish to discuss any matters in further detail and an appointment can be arranged by contacting Councils Governance Officer, Chris Delphin.

**Q1** In Council's Open Space strategy, it mentions that "declining biodiversity, climate change and severe weather events" are some of the challenges that regional areas such as Devonport are facing and that it is crucial to establish connectivity between habitat-providing green spaces. A lot of green quality habitat areas are disappearing from especially housing developments.

- a. Is the planning department working on this important issue and are there high conservation areas flagged for protection?
- b. Is it correct that Council considers action 6.7 (support your residents both current and future to more quality open space) from the Open Space Strategy as not urgent, as no work has gone towards this yet?
- c. Can Council please explain why not more than \$280,000 (approximate 0.6% of budget) has been allocated to conserve our natural bushland?
- d. Can Council please provide a detailed outline how this funding of \$280K will be spent this year?
- e. Is Council willing to change the decision of \$220,000 in irrigation this current financial year, in an area where there is already so much grass, towards planting this area out with Tasmanian native plants (and you could even hire a Biodiversity officer for a couple of years from this money, who can improve the health and biodiversity of many areas within the Council)? This would showcase decision making considering climate change mitigation and align better with your first goal of Living lightly by the sea, what does the Council think?



*The City with Spirit*

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**Response**

Council is progressively implementing actions within the Devonport Open Space Strategy. Action 6.7 involving amendments to the planning scheme is considered a long-term priority and has not yet commenced.

Council has allocated \$280,000 within the 2023/24 budget specifically for NRM activities. The list of locations for bushland, grass and fire care is extensive and includes areas such as coastal reserve, Don Reserve, Regional Reserves, Mersey Bluff and Victoria Parade. This budget allocation is considered to be an acceptable amount in the context of councils other competing priorities.

The irrigation project planned for Victoria Parade has been identified as a priority and works have commenced on site.

**Q2** Four years ago I was informed by Council staff that the Living City Plan was going to include an area showcasing the various range of native species we have here in Tasmania from coastal to alpine and temperate rainforests. I can't find this in the current plan anymore, can the Council please explain this.

**Response**

Native species have been planted in Haines Park as per the original LIVING CITY plans for the waterfront park.

- Q3** In your Climate Change adaptation plan you mention Riparian vegetated buffers to waterways are insufficient to reduce velocity of overland flow during more intense, short duration rain events resulting in erosion of waterways and sedimentation downstream. Council's action is: Provide information to relevant sections of the community on the function of the catchments and buffers to waterways with the aim of retaining or revegetating riparian zones.
- a. Can Council please provide the information here of catchment functions and buffers.
  - b. Is it correct that it has been only community groups being active with revegetating catchment zones?
  - c. Is Council aware that the contractors of the Don River bike track that comes onto Tugrah Road, is within the Waterway and Coastal Protection Area (WCPA)?
  - d. How wide should this protection zone be on both sides?
  - e. On both sides of this protected waterway there are piles of gravel pushed into the protected bushland zone and 2 manmade crossings are built over it. This crossing has now dammed the waterway and you can see Eucalyptus trees dying from being waterlogged. Can Council urgently deal with this in a sensitive way to the environment and restore the damaged habitat?

- 3 -

- f. How will Council work with developers in the future to reduce damage in the natural sensitive areas?
- g. What action does Council take against developers that illegally clear?
- h. What is Council's current management strategy regarding known threatened species populations to best practise standards?
- i. What are Council's appropriate controls to manage, use and develop these spaces, can you please give examples of where this is used.

#### **Response**

The information Council currently has available in relation to catchment functions and buffers is on the council website.

Revegetating catchment zones is undertaken in a number of ways. Over the years this has been undertaken by numerous groups including service clubs, schools, council staff and Cradle Coast NRM project officers.

The concerns raised regarding contractors in Tugrah Road have since been addressed. Council manages land use in accordance with *Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme Devonport 2020*. *The Threatened Species Protection Act 1995 is regulated by the State Government* and Council has obligations under that Act for land that we own/manage. Reported noncompliance is followed up and appropriate action taken.

Further to the above questions provided in writing you also raised the following question at the Council meeting and a written response is provided below.

**Q1. I would like to respond to Susanne Ward's question about the big gum trees that have been cut down at Don River Railway Station – you mentioned that a report was made of an arborist** saying that they were dangerous and I would like to see that report because we looked at the trees when they were cut down and didn't see any rot or anything in there and I just want to also still understand how can that happen?

Why weren't you asked or told that they wanted to cut it down or why did the Council not know and all of a sudden all these significant trees, they were of big girth, cut down and the Council didn't even know that happened even though you're the owner of the ground and so I would like to see that report because I'm curious to see what which person would have said because I'm not very happy and I don't really believe that they were a danger.

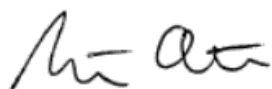
#### **Response**

The trees in question were within an area of Council owned land, leased long term to the Don River Railway. Council Officers have contacted the General Manager of the DRR in relation to enquiries received regarding the tree removal and vegetation management recently undertaken.

- 4 -

Council have been advised that the trees were removed following a risk assessment by an Arborist, and removal was deemed necessary due to a range of factors. This action was taken without the prior approval or consent of the Council. Council have advised that consultation should occur with Councils NRM Officer prior any future tree or vegetation management works in the future.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Matthew Atkins'.

Matthew Atkins  
GENERAL MANAGER

**From:** Sarah Kersey <skersey2@bigpond.com>  
**Sent:** Thursday, December 7, 2023 3:21 PM  
**To:**  
**Subject:** Question on Notice for next meeting

Dear Chris, could you please submit the following questions on notice .

In regards to the spending of \$220,000 on irrigation. I have looked through 3 years of budget submissions 21-24 and I've only found 1 submission in 2021 suggesting extending the watering system whereas there are several submissions each year asking for more greening of the landscape, (which doesn't actually mean grass at a cost of \$220,000. This push for more irrigation seems based on very little evidence. Watering systems for grass do not fall under holistically managing our parks and does not align with the Open Space Strategy's goals. Recommendations from the Open Space Strategy are that it is fundamental to enhance existing open space with biodiverse sensitive design, which is plantings of native species, not grass. The report mentions the existing POS already include a high proportion of turfed lawn groundcover, a lack of understorey, mid storey and native vegetation, and a need for more canopy trees (page 17, attachment 5.2.1).

1. How does Council see this irrigation project as a priority which goes completely against the Open Space Strategy's recommendations?

2 Please enlighten me as to where I can find submissions received for the irrigation project?

3 Please explain how this decision supports the Open Space Strategy which clearly calls for more biodiverse sensitive design?

Thank you ,  
Sarah Kersey  
4 Ronald st  
Devonport

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**Subject:** FW: 2nd submission for questions on notice

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**From:** Sarah Kersey <[skersey2@bigpond.com](mailto:skersey2@bigpond.com)>

**Sent:** Thursday, December 7, 2023 3:10 PM

**To:**

**Subject:** 2nd submission for questions on notice

You don't often get email from [skersey2@bigpond.com](mailto:skersey2@bigpond.com). [Learn why this is important](#)

I have a further follow up question on notice to which I'd like detailed answers to my original question to council last month .

Could Council please provide a detailed outline as to how the funding of \$280K for all our natural reserves be spent this year? I understand you paid \$205,000 to the Cradle Coast NRM, is this amount from the \$280,000?

Can I also please ask the Councillors respectfully, did they all think spending \$220,000 on irrigation (which by the way is about 80% of the yearly budget for the natural environment) was deemed crucial? Could I ask if any of the councillors wholeheartedly agreed with this decision and if anyone thinks it could have been discussed better?

Thanks  
Sarah Kersey

**Questions on Notice to Council December 2023 Meeting**

From: Vicki Ward. 3 Woodland Grove, Tugrah

1. I am still concerned that the Council has only allowed a budget of \$280,000 when they believe that it is enough to actively conserve the bushland and revegetate. So my question is...what is the Council preparing in the next Budget to enhance our natural environment, to conserve our native bushland and to revegetate areas that have been destroyed?
2. The Council's Environmental Strategy in its 5 year plan (2019-2024) only indicates that there are two issues being addressed. Swift parrot bird boxes and eradicating sugar gliders. (A good 'start'.) With continued clearing of native vegetation other vulnerable species, eg. eastern barred bandicoot, spotted quoll, Tasmanian Devil, etc. are under threat. What is the Council going to implement in the future to ensure that our native wildlife will be preserved by ensuring native bush areas are preserved?
3. What is the Council going to do to educate people about Council rules to protect our environment? Clearing native vegetation and clearing close to waterways and obstruction the flow of the waterways?
4. I would like to congratulate Jason Bellchambers for seeing that parts of the waterway/drain near 142 Tugrah Rd have begun with the removal of big piles of dirt and gravel from next to the waterway/drain. Thank you Jason! My question is when will the removal of two manmade dirt roads built through/across the waterway that restrict water movement be removed? Plus the trees that were chopped down and dropped into the waterway/drain, when will they be removed? (The area concerned is a Waterway and Coastal Protection Area – WCPA.) See the image attached that show the problem.



One of the two dirt road built across the waterway/drain.

Office use
Application no. _____
Date received: _____
Fee: _____
Permitted/Discretionary

## Devonport City Council

*Land Use Planning and Approvals Act 1993 (LUPAA)*

*Tasmanian Planning Scheme - Devonport*

## Application for Planning Permit

### Use or Development Site

Street Address: 10 Sandwood Place, East Devonport

Certificate of Title Reference No.: 181402/39

### Applicant's Details

Full Name/Company Name: Samuel Walters

Postal Address: Po Box 2090, Spreyton, TAS, 7310

Telephone: 03 6427 2676

Email: info@platinumproconstruction.com.au

### Owner's Details (if more than one owner, all names must be provided)

Full Name/Company Name: Christopher Arthur Bates & Rodney Hurley

Postal Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_



ABN: 47 611 446 016

PO Box 604

137 Rooke Street

Devonport TAS 7310

Telephone 03 6424 0511

[www.devonport.tas.gov.au](http://www.devonport.tas.gov.au)

[council@devonport.tas.gov.au](mailto:council@devonport.tas.gov.au)



Sufficient information must be provided to enable assessment against the requirements of the planning scheme.

Please provide one copy of all plans with your application.

## Assessment of an application for a Use or Development

What is proposed?: Unit development x 3

Description of how the use will operate: Residential dwellings

Use Class (Office use only):

Applications may be lodged by email to Council - [council@devonport.tas.gov.au](mailto:council@devonport.tas.gov.au)  
The following information and plans must be provided as part of an application unless the planning authority is satisfied that the information or plan is not relevant to the assessment of the application:

<b>Application fee</b>	
<b>Completed Council application form</b>	
<b>Copy of the current certificate of title, including title plan and schedule of easements</b>	
<b>Any written permission and declaration of notification required under s.52 of LUPAA</b>	
<b>A site analysis and site plan at an acceptable scale on A3 or A4 paper (1 copy) showing:</b>	
• The existing and proposed use(s) on the site	
• The boundaries and dimensions of the site	
• Topography including contours showing AHD levels and major site features	
• Natural drainage lines, watercourses and wetlands on or adjacent to the site	
• Soil type	
• Vegetation types and distribution including any known threatened species, and trees and vegetation to be removed	
• The location, capacity and connection point of any existing services and proposed services	
• The location of easements on the site or connected to the site	
• Existing pedestrian and vehicle access to the site	
• The location of existing and proposed buildings on the site	
• The location of existing adjoining properties, adjacent buildings and their uses	
• Any natural hazards that may affect use or development on the site	
• Proposed roads, driveways, parking areas and footpaths within the site	
• Any proposed open space, common space, or facilities on the site	
• Proposed subdivision lot boundaries (where applicable)	
• Details of any proposed fencing	
<b>Where it is proposed to erect buildings, a detailed layout plan of the proposed buildings with dimensions at a scale of 1:100 or 1:200 on A3 or A4 paper (1 copy) showing:</b>	
• Setbacks of buildings to property (title) boundaries	
• The internal layout of each building on the site	
• The private open space for each dwelling	
• External storage spaces	
• Parking space location and layout	
• Major elevations of every building to be erected	
• The relationship of the elevations to existing ground level, showing any proposed cut or fill	
• Shadow diagrams of the proposed buildings and adjacent structures demonstrating the extent of shading of adjacent private open spaces and external windows of buildings on adjacent sites	
• Materials and colours to be used on roofs and external walls	
<b>Details of any signage proposed</b>	

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### Value of use and/or development

\$775,000.00

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### Notification of Landowner/s (s.52 *Land Use Planning and Approvals Act 1993*)

If land is not in applicant's ownership

I, Samuel Walters declare that the owner/s of the land has/have been notified of my intention to make this application.

Applicant's signature:  Date: 12/10/2023

If the application involves land owned or administered by the Devonport City Council

Devonport City Council consents to the making of this permit application.

General Manager's signature: \_\_\_\_\_ Date: \_\_\_\_\_

If the application involves land owned or administered by the Crown

Crown consent must be included with the application.

---

### Signature

I apply for consent to carry out the use and development described in this application. I declare that all the information given is true and correct. I also understand that:

- if incomplete, the application may be delayed or rejected; and
- more information may be requested in accordance with s.54 (1) of LUPAA.

PUBLIC ACCESS TO PLANNING DOCUMENTS - *DISCRETIONARY* PLANNING APPLICATIONS (s.57 of LUPAA)

I understand that all documentation included with a discretionary application will be made available for inspection by the public.

Applicant's signature:  Date: 12/10/2023

### PRIVACY ACT

The personal information requested on this form is being collected by Council for processing applications under the *Land Use Planning and Approvals Act 1993* and will only be used in connection with the requirements of this legislation. Council is to be regarded as the agency that holds the information.

---

### Fee & payment options

**DD**

**Pay by Direct Deposit** – BSB: 067-402 Account No. 000 000 13 – Please quote your application number.



**Pay in Person at Service Tasmania** – Present this notice to any Service Tasmania Centre, together with your payment. See [www.service.tas.gov.au](http://www.service.tas.gov.au) for opening hours.



**Pay by Phone** – Please contact the Devonport City Council offices on 64240511 during office hours, Monday to Friday.



**Pay by Post** – Cheques should be made payable to Devonport City Council and posted to PO Box 604, Devonport, Tasmania, 7310.

**RESULT OF SEARCH**

## RECORDER OF TITLES

*Issued Pursuant to the Land Titles Act 1980*

## SEARCH OF TORRENS TITLE

VOLUME 181402	FOLIO 39
EDITION 2	DATE OF ISSUE 13-Sep-2021

SEARCH DATE : 25-May-2023

SEARCH TIME : 02.20 PM

DESCRIPTION OF LAND

City of DEVONPORT

Lot 39 on Sealed Plan 181402

Derivation : Part of Lot 181, 460 Acres Granted to Robert Stewart

Prior CT 178451/50

SCHEDULE 1

M915071 TRANSFER to CHRISTOPHER ARTHUR BATES and RODNEY HURLEY Registered 13-Sep-2021 at 12.01 PM

SCHEDULE 2

B363102 APPLICATION Land is limited in depth to 15 metres, excludes minerals and is subject to reservations relating to drains sewers and waterways in favour of the Crown

SP181402 EASEMENTS in Schedule of Easements

SP181402 COVENANTS in Schedule of Easements

SP181402 FENCING PROVISION in Schedule of Easements

SP169289, SP173542, SP174598 &amp; SP178451 COVENANTS in Schedule of Easements

SP174598 &amp; SP178451 FENCING PROVISION in Schedule of Easements

SP169289 &amp; SP173542 FENCING COVENANT in Schedule of Easements

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

*Issued Pursuant to the Land Titles Act 1980*



Search Date: 25 May 2023      Search Time: 02:21 PM      Volume Number: 181402      Revision Number: 01      Page 1 of 1

Department of Natural Resources and Environment Tasmania      [www.thelist.tas.gov.au](http://www.thelist.tas.gov.au)

**SCHEDULE OF EASEMENTS**

## RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

<b>SCHEDULE OF EASEMENTS</b>  <b>NOTE:</b> THE SCHEDULE MUST BE SIGNED BY THE OWNERS & MORTGAGEES OF THE LAND AFFECTED. SIGNATURES MUST BE ATTESTED.	Registered Number  <b>SP 181402</b>
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PAGE 1 OF 3 PAGES

EASEMENTS AND PROFITS

Each lot on the plan is together with:-

- (1) such rights of drainage over the drainage easements shown on the plan (if any) as may be necessary to drain the stormwater and other surplus water from such lot; and
- (2) any easements or profits a prendre described hereunder.

Each lot on the plan is subject to:-

- (1) such rights of drainage over the drainage easements shown on the plan (if any) as passing through such lot as may be necessary to drain the stormwater and other surplus water from any other lot on the plan; and
- (2) any easements or profits a prendre described hereunder.

The direction of the flow of water through the drainage easements shown on the plan is indicated by arrows.

Lot 38 is subject to a pipeline and services easement in gross as defined herein (in favour of the TasWater) over the land marked PIPELINE & SERVICES EASEMENT 3.00 WIDE ("the Easement Land") passing that lot on the plan

Lot 38 is subject to a right of drainage (appurtenant to lot 18 on Sealed Plan 164521) over the land marked SEWERAGE DRAINAGE EASEMENT 2.00 WIDE passing through that lot on the plan

Lot 39 is subject to a right of drainage (appurtenant to lot 18 on Sealed Plan 164521) over the land marked SEWERAGE DRAINAGE EASEMENT 2.00 WIDE passing through that lot on the plan

Lot 50 is subject to a right of drainage (appurtenant to lot 18 on Sealed Plan 164521) over the land marked SEWERAGE DRAINAGE EASEMENT 2.00 WIDE passing through that lot on the plan

Lot 50 is subject to a PIPELINE AND SERVICES EASEMENT in gross as defined herein (in favour of TasWater) over the land marked PIPELINE & SERVICES EASEMENT 3.00 WIDE ("the Easement Land") passing through that lot on the plan

Lot 103 is subject to a right of drainage (appurtenant to lot 18 on Sealed Plan 164521) over the land marked SEWERAGE DRAINAGE EASEMENT 2.00 WIDE passing through that lot on the plan

Lot 104 is subject to a pipeline and services easement in gross as defined herein (in favour of the TasWater) over the land marked PIPELINE & SERVICES EASEMENT 3.00 WIDE ("the Easement Land") passing that lot on the plan

## (USE ANNEXURE PAGES FOR CONTINUATION)

SUBDIVIDER: DRIFTWOOD SANDS TASMANIA P/L FOLIO REF: 178451-50 SOLICITOR: GRAHAM WOODHOUSE CONVEYANCING	PLAN SEALED BY: DEVONPORT CITY COUNCIL DATE: 6 July 2021 PA 2018.0130 REF NO.
<b>NOTE:</b> The Council Delegate must sign the Certificate for the purposes of identification.	

**SCHEDULE OF EASEMENTS**

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

<b>ANNEXURE TO SCHEDULE OF EASEMENTS</b> PAGE 2 OF 3 PAGES	Registered Number <div style="font-size: 2em; font-weight: bold;">SP 181402</div>
SUBDIVIDER: : DRIFTWOOD SANDS TASMANIA P/L FOLIO REFERENCE: 178451-50	

Lot 104 is subject to a right of drainage (appurtenant to lot 18 on Sealed Plan 164521) over the land marked SEWERAGE DRAINAGE EASEMENT 2.00 WIDE passing through that lot on the plan

Lot 105 is subject to a pipeline and services easement in gross as defined herein (in favour of the TasWater) over the land marked PIPELINE & SERVICES EASEMENT 3.00 WIDE ("the Easement Land") passing that lot on the plan

FENCING PROVISION

In respect to the lots on the plan the vendor (Driftwood Sands Tasmania Pty Ltd) shall not be required to fence

COVENANTS

The owners of the lots on the plan are affected by covenants created by and more fully set forth in Sealed Plan 169289, Sealed Plan 173542, Sealed Plan 174598 and Sealed Plan 178451

INTERPRETATION

"TasWater" means Tasmanian Water & Sewerage Corporation Pty Ltd (ACN 162 220 653) its successors and assigns

"Pipeline and Services Easement" means-

FIRSTLY, the full and free right and liberty for TasWater and its employees, contractors, agents and all other persons duly authorised by it, at all times to:

- (1) enter and remain upon the Easement Land with or without machinery, vehicles, plant and equipment;
- (2) investigate, take soil, rock and other samples, survey, open and break up and excavate the Easement Land for any purpose or activity that TasWater is authorised to do or undertake;
- (3) install, retain, operate, modify, relocate, maintain, inspect, cleanse, repair, remove and replace the Infrastructure;
- (4) run and pass sewage, water and electricity through and along the Infrastructure;
- (5) do all works reasonably required in connection with such activities or as may be authorised or required by any law:
  - (a) without doing unnecessary damage to the Easement Land; and
  - (b) leaving the Easement Land in a clean and tidy condition;

A D Rand: C P Rand: 

**NOTE:** Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.

**SCHEDULE OF EASEMENTS**

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

<b>ANNEXURE TO SCHEDULE OF EASEMENTS</b> PAGE 3 OF 3 PAGES	Registered Number <div style="font-size: 2em; font-weight: bold;">SP 181402</div>
SUBDIVIDER: : DRIFTWOOD SANDS TASMANIA P/L FOLIO REFERENCE: 178451-50	

(6) if the Easement Land is not directly accessible from a highway, then for the purpose of undertaking any of the preceding activities TasWater may with or without employees, contractors, agents and any other persons authorised by it, and with or without machinery, vehicles, plant and equipment enter the Lot from the highway at any vehicle entry and cross the Lot to the Easement Land; and

(7) use the Easement Land as a right of carriageway for the purpose of undertaking any of the preceding purposes on other land, TasWater reinstating any damage that it causes in doing so to any boundary fence of the Lot

SECONDLY, the benefit of a covenant in gross for TasWater with the registered proprietor of the Easement Land and their successors and assigns not to erect any building, or place any structures, objects, vegetation, or remove any thing that supports, protects or covers any Infrastructure on or in the Easement Land, without the prior written consent of TasWater to the intent that the burden of the covenant may run with and bind the servient land and every part thereof and that the benefit thereof may be annexed to the easement herein described

"Infrastructure" means infrastructure owned or for which TasWater is responsible and includes but is not limited to:

- (a) sewer pipes and water pipes and associated valves;
- (b) telemetry and monitoring devices;
- (c) inspection and access pits;
- (d) electricity assets and other conducting media (excluding telemetry and monitoring devices); \
- (e) markers or signs indicating the location of the Easement Land or any other Infrastructure or any warnings or restrictions with respect to the Easement Land or any other Infrastructure;
- (f) anything reasonably required to support, protect or cover any other Infrastructure;
- (g) any other infrastructure whether of a similar nature or not to the preceding which is reasonably required for the piping of sewage or water, or the running of electricity, through the Easement Land or monitoring or managing that activity; and
- (h) where the context permits, any part of the Infrastructure.

Signed for and on behalf of DRIFTWOOD SANDS TASMANIA PTY LTD

(ACN 626 622 786) under section 127 Corporations Act 2001 by-

Director: 

(Andrew Duncan Rand)

Director/secretary: 

(Carla Pizzirani Rand)

**NOTE:** Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.



**GEOTON** Pty Ltd  
**Geotechnical Consultants**

**Geoton Pty Ltd** ABN 81 129 764 629  
PO Box 522 Prospect TAS 7250  
Unit 24, 16-18 Goodman Court  
Invermay TAS 7248  
Tel (+61) (3) 6326 5001  
[www.geoton.com.au](http://www.geoton.com.au)

10 March 2023

Reference No. GL23087Ab

Platinum Pro Construction  
PO Box 2090  
SPREYTON TAS 7310

Attention: Ms Brooke Rosevear

Dear Madam

**RE: Site Classification**  
**10 Sandwood Place, East Devonport**

We have pleasure in submitting herein our report detailing the results of the geotechnical investigation conducted at the above site.

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

For and on behalf of

**Geoton Pty Ltd**



**Tony Barrieria**

Director – Principal Geotechnical Engineer

## Site Classification

### 1 INTRODUCTION

A limited scope investigation has been conducted for Platinum Pro Construction at the site of a proposed residential development at 10 Sandwood Place, East Devonport.

The investigation has been conducted to assess the following:

- The general subsurface conditions at the site and consequently assign a Site Classification in accordance with AS 2870 – 2011 “Residential Slabs and Footings”; and
- Review the topographical setting and provide a Wind Classification in accordance with AS 4055 – 2021 “Wind Loads for Housing”.

No site plan of the proposed development was provided.

### 2 FIELD INVESTIGATION

The field investigation was conducted on 14 February 2023 and involved the drilling of 3 boreholes by 4WD mounted auger rig to refusal depths of 1.1m to 1.6m.

Insitu vane shear strength tests were conducted in the clay layers encountered in the investigation, with samples of these soils being obtained for subsequent laboratory testing.

The results of the field and laboratory tests are shown on the borehole logs.

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

### 3 SITE CONDITIONS

The site is currently undeveloped and is near level with a low cover of grass.

The MRT Digital Geological Atlas 1:25,000 Series, indicates that the site is mapped as Cretaceous-Neogene Period basalt, with this being generally confirmed by our field investigation.

Examination of the LIST Landslide Planning Map – Hazard Bands Overlay indicates that the site is not within a mapped landslide hazard band.

The investigation indicated that the soil profile was relatively uniform across the site. The boreholes encountered topsoil comprising clayey sand to the depths of 0.3m, underlain by sandy clay to the auger refusal depths of 1.1m to 1.6m.

Auger refusal was on inferred boulders.

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

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

An assessment of the plasticity characteristics of the materials encountered indicates that the clay soils at this site possess a high shrink/swell potential.

Site Classification

## 4 SITE CLASSIFICATION

After allowing due consideration of the site geology, drainage and soil conditions, the site has been classified as follows:

### **CLASS H1 (AS 2870)**

Foundation designs in accordance with this classification are to be subject to the overriding conditions of Section 5 below.

This Classification is applicable only for ground conditions encountered at the time of this investigation. If cut or fill earthworks are carried out, then the Site Classification will need to be re-assessed, and possibly changed.

## 5 FOUNDATIONS

Particular attention should be paid to the design of footings as required by AS 2870 – 2011.

In addition to normal founding requirements arising from the above Classification, particular conditions at this site dictate that the founding medium for all footings would be as follows:

### **Sandy CLAY (CH) – high plasticity, brown/dark grey encountered below 0.3m from the existing ground surface**

An allowable bearing pressure of only **100kPa** is available for edge beams, strips, pads and bored piers founded as above.

If groundwater is encountered in site or footing excavations it is recommended that subsoil drains are installed discharging to the stormwater system.

The Site Classification presented assumes that the current natural drainage and infiltration conditions at the site will not be markedly affected by the proposed site development work. Care should therefore be taken to ensure that surface water is not permitted to collect adjacent to the structure and that significant changes to seasonal soil moisture equilibria do not develop as a result of service trench construction or tree root action.

Attention is drawn to Appendix B of AS 2870 and CSIRO Building Technical File BTF18 “Foundation Maintenance and Footing Performance: A Homeowner’s Guide” as a guide to maintenance requirements for the proposed structure.

Although the borehole data provides an indication of subsurface conditions at the site, variations in soil conditions may occur in areas of the site not specifically covered by the field investigation. The base of all footing or beam excavations should therefore be inspected to ensure that the founding medium meets the requirements referenced herein with respect to type and strength of founding material.

The boreholes were backfilled shortly after being drilled, not allowing time for groundwater seepage flows to develop. Groundwater seepages or higher groundwater levels can occur during and/or after a prolonged period of wet weather or a heavy rainfall event.

Site Classification

## 6 WIND CLASSIFICATION

After allowing due consideration of the region, terrain, shielding and topography, the site has been classified as follows:

### WIND CLASSIFICATION N2 (AS 4055)

REGION	TERRAIN CATEGORY	SHIELDING	TOPOGRAPHY
A	TC1	PS	T0

#### References:

AS 2870 - 2011 Residential Slabs and Footings Construction

AS 4055 - 2021 Wind Loads for Housing

#### Attachments:

Limitations of report

Figure 1 – Site Plan

Plate 1 – Site Photograph

Appendix A – Borehole Logs & Explanation Sheets

Appendix B – Certificate Forms



## Geotechnical Consultants - Limitations of report

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

### **Project specific criteria**

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

### **Subsurface variations with time**

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

### **Interpretation of factual data**

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

### **Report Recommendations**

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

### **Specific purposes**

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

### **Interpretation by others**

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

### **Report integrity**

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

### **Geoenvironmental issues**

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

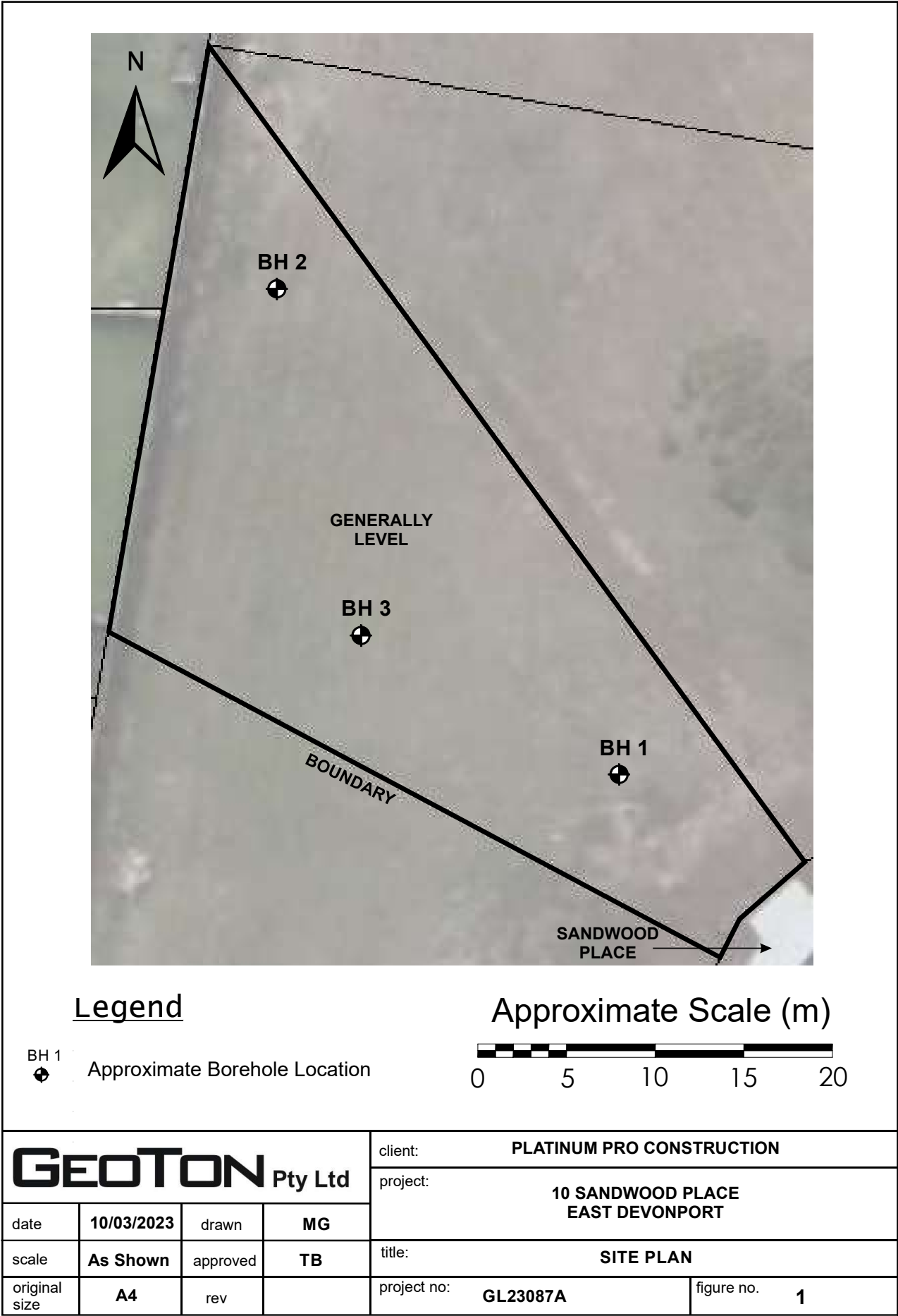




PLATE 1 - View of the site looking to the northwest

<b>GEO</b> T <b>ON</b> Pty Ltd				client:	PLATINUM PRO CONSTRUCTION	
title: PHOTOGRAPH				project:	10 SANDWOOD PLACE EAST DEVONPORT	
date:	14/02/2023	original size	A4	project no:	GL23087A	figure no. PLATE 1

# Appendix A

## **Borehole Logs**



**GEOTON** Pty Ltd**ENGINEERING  
BOREHOLE LOG****Geotechnical Consultants**

PO Box 522 Prospect TAS 7250

Unit 24, 16-18 Goodman Court, Invermay TAS

Tel (03) 6326 5001

Borehole no. BH1

Sheet no. 1 of 1

Job no. GL23087A

Client :		Platinum Pro Construction				Date : 14/02/2023	
Project :		Site Classification				Logged By : MG	
Location :		10 Sandwood Place, East Devonport					
Drill model :		Geoton		Easting:		Slope: 90°	
Hole diameter :		95mm		Northing:		Bearing: -	
						RL Surface :	
						Datum :	

Method	Support	Penetration	Water	Notes Samples Tests	Depth (m)	Graphic log	Classification Symbol	Material Description	Moisture condition	Consistency density, index	Structure, additional observations
ADV	N			<b>D</b> LL=67% PL=24% PI=43% LS=15%	0.25			TOPSOIL - Clayey SAND, fine to medium grained, pale brown/grey	D/M	L/MD	W > PL  V = 62 kPa
					0.50		CH	Sandy CLAY - high plasticity, orange mottled dark grey	M	St	
					0.75						
					1.00			Becoming brown			
					1.25						
					1.50						
					1.75						
					2.00						
					2.25						

**GEOTON** Pty Ltd**ENGINEERING  
BOREHOLE LOG****Geotechnical Consultants**

PO Box 522 Prospect TAS 7250

Unit 24, 16-18 Goodman Court, Invermay TAS

Tel (03) 6326 5001

Borehole no. BH2

Sheet no. 1 of 1

Job no. GL23087A

Client :		Platinum Pro Construction					Date : 14/02/2023			
Project :		Site Classification					Logged By : MG			
Location :		10 Sandwood Place, East Devonport								
Drill model :		Geoton		Easting:		Slope: 90°		RL Surface :		
Hole diameter :		95mm		Northing:		Bearing: -		Datum :		
Method	Support	Penetration	Water	Notes Samples Tests	Depth (m)	Graphic log Classification Symbol	Material Description	Moisture condition	Consistency density, index	Structure, additional observations
ADV	N				0.25		TOPSOIL - Clayey SAND, fine to medium grained, pale brown/grey	D/M	L/MD	W ≈ PL  V = 72 kPa    W > PL  V = 64 kPa
					0.50	CH	Sandy CLAY - high plasticity, orange mottled dark grey	M	St	
					0.75					
					1.00		Becoming dark brown	M/W		
					1.25					
					1.50		Borehole BH2 refusal @1.4m on inferred boulder			
					1.75					
					2.00					
					2.25					



# ENGINEERING BOREHOLE LOG

## Geotechnical Consultants

PO Box 522 Prospect TAS 7250

Unit 24, 16-18 Goodman Court, Invermay TAS

Tel (03) 6326 5001

Borehole no. BH3

Sheet no. 1 of 1

Job no. GL23087A

Client :		Platinum Pro Construction						Date : 14/02/2023			
Project :		Site Classification						Logged By : MG			
Location :		10 Sandwood Place, East Devonport									
Drill model :		Geoton		Easting:		Slope: 90°		RL Surface :			
Hole diameter :		95mm		Northing:		Bearing: -		Datum :			
Method	Support	Penetration	Water	Notes Samples Tests	Depth (m)	Graphic log	Classification Symbol	Material Description	Moisture condition	Consistency density, index	Structure, additional observations
ADV	N				0.25			TOPSOIL - Clayey SAND, fine to medium grained, pale brown/grey	D/M	L/ MD	W ≈ PL  V = 112 kPa   W > PL  V = 96 kPa
					0.50	CH	Sandy CLAY - high plasticity, orange mottled dark grey	M	St		
					0.75						
					1.00						
					1.25						
					1.50						
					1.75						
					2.00						
					2.25			Borehole BH3 refusal @1.1m on inferred boulder			



## Investigation Log Explanation Sheet

### METHOD – BOREHOLE

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

\* Bit shown by suffix e.g. ADT

### METHOD – EXCAVATION

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

### SUPPORT

TERM	Description
M	Mud
N	Nil
C	Casing
S	Shoring

### PENETRATION

1	2	3	4	
				No resistance ranging to Refusal

### WATER

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

### NOTES, SAMPLES, TESTS

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

### CLASSIFICATION SYMBOLS AND SOIL DESCRIPTION

Based on AS 1726:2017

### MOISTURE

TERM	Description
D	Dry
M	Moist
W	Wet

### CONSISTENCY/DENSITY INDEX

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



## Soil Description Explanation Sheet (1 of 2)

### DEFINITION

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

### CLASSIFICATION SYMBOL AND SOIL NAME

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

### PARTICLE SIZE DEFINITIONS

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

### MOISTURE CONDITION

#### Coarse Grained Soils

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

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

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

#### Fine Grained Soils

**Moist, dry of Plastic Limit –  $w < PL$**

Hard and friable or powdery.

**Moist, near Plastic Limit –  $w \approx PL$**

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

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

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

**Wet, near Liquid Limit –  $w \approx LL$**

**Wet, wet of Liquid Limit –  $w > LL$**

### CONSISTENCY TERMS FOR COHESIVE SOILS

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

### RELATIVE DENSITY OF NON-COHESIVE SOILS

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

### DESCRIPTIVE TERMS FOR ACCESSORY SOIL COMPONENTS

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

### SOIL STRUCTURE

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

### GEOLOGICAL ORIGIN

#### WEATHERED IN PLACE SOILS

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

#### TRANSPORTED SOILS

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

## Soil Description Explanation Sheet (2 of 2)

### SOIL CLASSIFICATION INCLUDING IDENTIFICATION AND DESCRIPTION

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

• LL – Liquid Limit.

### COMMON DEFECTS IN SOILS

TERM	DEFINITION	DIAGRAM	TERM	DEFINITION	DIAGRAM
PARTING	A surface or crack across which the soil has little or no tensile strength. Parallel or sub parallel to layering (e.g. bedding). May be open or closed.		SOFTENED ZONE	A zone in clayey soil, usually adjacent to a defect in which the soil has a higher moisture content than elsewhere.	
FISSURE	A surface or crack across which the soil has little or no tensile strength, but which is not parallel or sub parallel to layering. May be open or closed. May include desiccation cracks.		TUBE	Tubular cavity. May occur singly or as one of a large number of separate or inter-connected tubes. Walls often coated with clay or strengthened by denser packing of grains. May contain organic matter.	
SHEARED SEAM	Zone in clayey soil with roughly parallel near planar, curved or undulating boundaries containing closely spaced, smooth or slickensided, curved intersecting fissures which divide the mass into lenticular or wedge-shaped blocks.		TUBE CAST	An infilled tube. The infill may be uncemented or weakly cemented soil or have rock properties.	
SHEARED SURFACE	A near planar curved or undulating, smooth, polished or slickensided surface in clayey soil. The polished or slickensided surface indicates that movement (in many cases very little) has occurred along the defect.		INFILLED SEAM	Sheet or wall like body of soil substance or mass with roughly planar to irregular near parallel boundaries which cuts through a soil mass. Formed by infilling of open defects.	

## Appendix B

### **Certificate Forms**

**CERTIFICATE OF QUALIFIED PERSON – ASSESSABLE ITEM****Section 321**

To:  Owner /Agent  
 Address  
  Suburb/postcode

**Form 55****Qualified person details:**

Qualified person:   
Address:    Phone No: 03 6326 5001  
Fax No:   
Licence No:  Email address: tbarriera@geoton.com.au

Qualifications and Insurance details:  (description from Column 3 of the Director's Determination - Certificates by Qualified Persons for Assessable Items)

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

**Details of work:**

Address:    Lot No: 39  
Certificate of title No: 181402/39  
The assessable item related to this certificate:  (description of the assessable item being certified)  
Assessable item includes –  
- a material;  
- a design  
- a form of construction  
- a document  
- testing of a component, building system or plumbing system  
- an inspection, or assessment, performed

**Certificate details:**

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

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

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

or

a building, temporary structure or plumbing installation: ☒



In issuing this certificate the following matters are relevant –

Documents:

Geoton Pty Ltd, Report Reference No. GL23087Ab,  
dated 10/03/2023

Relevant  
calculations:

Refer to report

References:

AS 2870 – 2011 Residential Slabs and Footings Construction  
AS 4055 – 2021 Wind Loads for Housing  
CSIRO Building Technical File 18

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

Site Classification in accordance to AS2870 - 2011  
Wind Loading in accordance to AS 4055 - 2021  
Findings and recommendations of report

*Scope and/or Limitations*

The classification applies to the site as investigated at the time and does not account for any future alteration to foundation conditions resulting from earthworks, drainage condition changes or site maintenance variations.

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

*Signed:*

Qualified person:

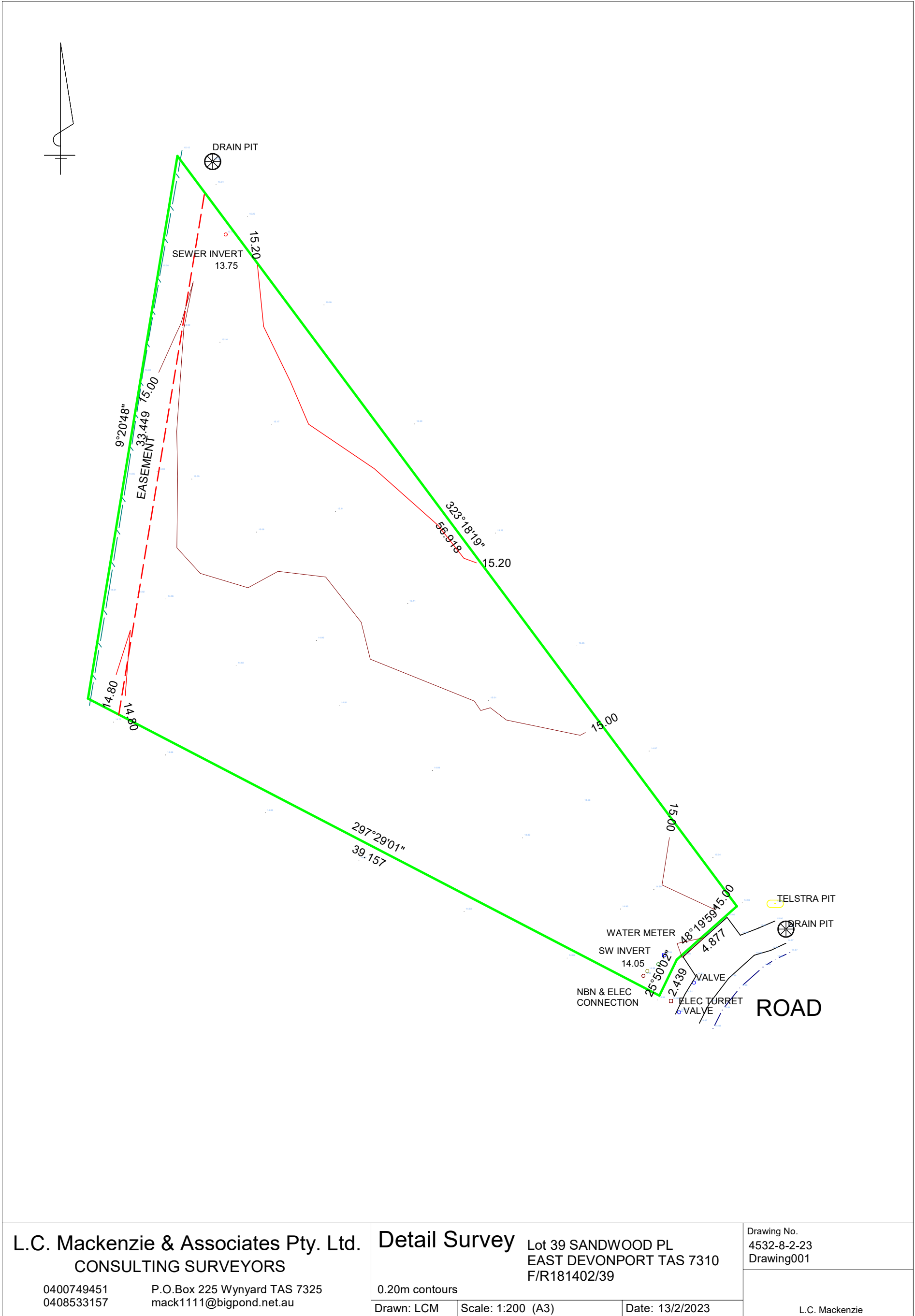


*Certificate No:*

GL23087Ab

*Date:*

10/03/2023



L.C. Mackenzie & Associates Pty. Ltd.  
CONSULTING SURVEYORS

0400749451      P.O.Box 225 Wynyard TAS 7325  
0408533157      mack1111@bigpond.net.au

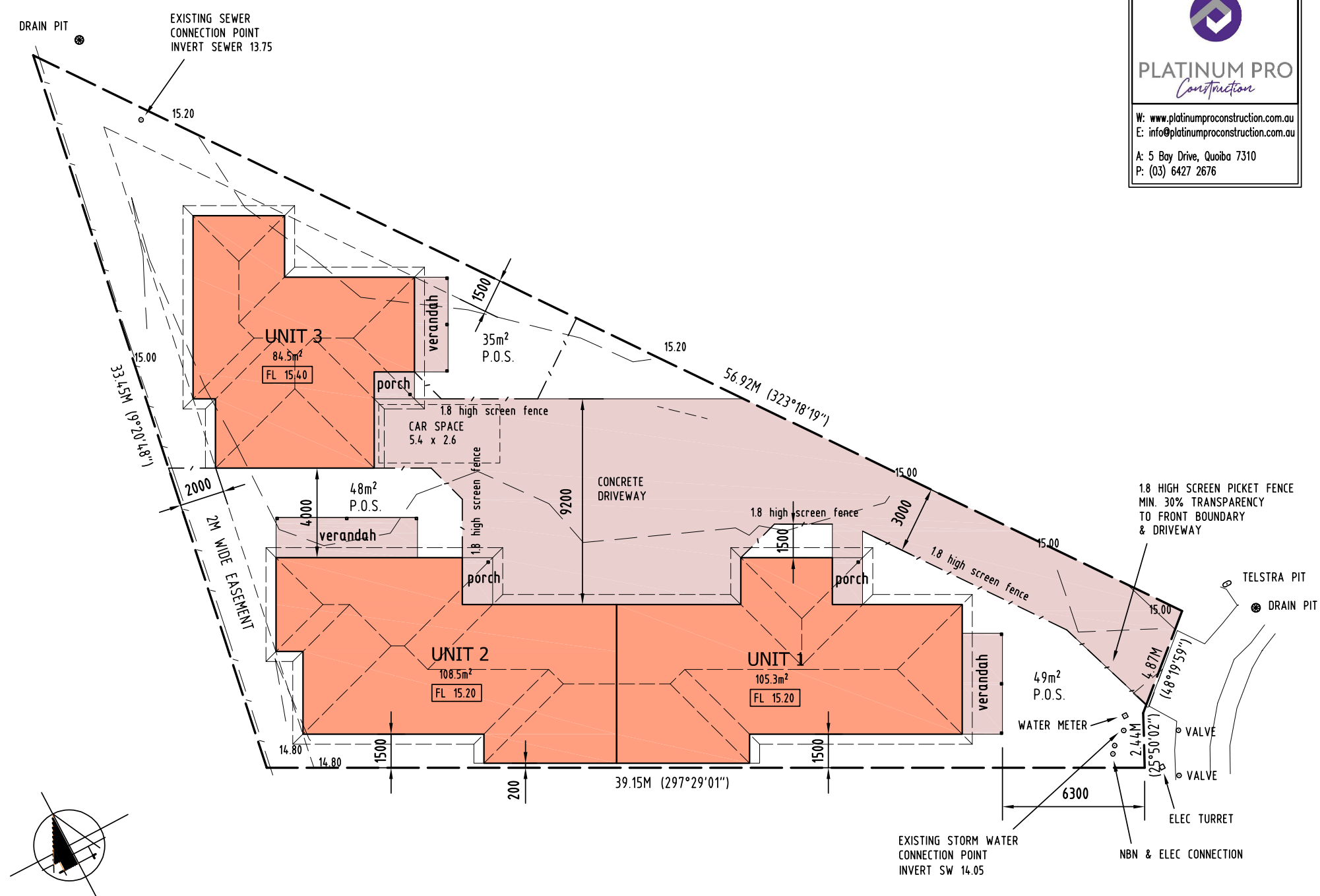
Detail Survey

Lot 39 SANDWOOD PL  
EAST DEVONPORT TAS 7310  
F/R181402/39

0.20m contours  
Drawn: LCM      Scale: 1:200 (A3)      Date: 13/2/2023

Drawing No.  
4532-8-2-23  
Drawing001

L.C. Mackenzie



**PLATINUM PRO**  
*Construction*

W: [www.platinumproconstruction.com.au](http://www.platinumproconstruction.com.au)  
E: [info@platinumproconstruction.com.au](mailto:info@platinumproconstruction.com.au)  
A: 5 Bay Drive, Quoiba 7310  
P: (03) 6427 2676

SITE / FLOOR AREAS:

DWELLING 1: (INC. GARAGE)	105.3 m <sup>2</sup> (11.3 sq)
VERANDAH:	8.1 m <sup>2</sup>
PORCH:	2.8 m <sup>2</sup>
PRIVATE OPEN SPACE:	4.9 m <sup>2</sup> (min. 4m) 83 m <sup>2</sup> (total)
DWELLING 2: (INC. GARAGE)	108.5 m <sup>2</sup> (11.7 sq)
VERANDAH:	11.3 m <sup>2</sup>
PORCH:	2.8 m <sup>2</sup>
PRIVATE OPEN SPACE:	4.8 m <sup>2</sup> (min. 4m) 85 m <sup>2</sup> (total)
DWELLING 3: (INC. GARAGE)	84.5 m <sup>2</sup> (9.1 sq)
VERANDAH:	6.3 m <sup>2</sup>
PORCH:	2.1 m <sup>2</sup>
PRIVATE OPEN SPACE:	35 m <sup>2</sup> (min. 4m) 130 m <sup>2</sup> (total)
SITE AREA:	820 m <sup>2</sup>
SITE COVERAGE:	332 m <sup>2</sup> (40.5 %)
IMPERVIOUS DRIVEWAY: (INC. CAR SPACES)	198 m <sup>2</sup>
SITE PERMEABILITY:	290 m <sup>2</sup> (35.4 %)

site plan

SCALE - 1:200

SITE LEVELS ARE TO AHD  
REFER TO SURVEY PLAN  
BY: L.C. MACKENZIE SURVEYORS  
REF: 4532 DATE: 13.2.23

G	DA RFI	17.10.23
F	DA ISSUE	11.10.23
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D	PRELIM DA ISSUE	17.8.23
E	CLIENTS' REVISIONS	25.9.23

PROJECT

PROPOSED UNITS  
No. 10 SANDWOOD PLACE,  
(LOT 39)  
EAST DEVONPORT 7310

DRAWING

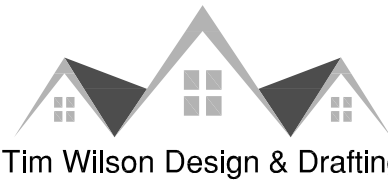
SITE PLAN

CLIENT

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SCALE AS SHOWN	SHEET No. 01 (OF 7)	REF No. 0713TP-G



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CAR TURNING PATHS & CAR SPACES  
TO BE IN COMPLIANCE WITH  
AS 2890.1:2004 PART 1  
OFF STREET CAR PARKING

1.8 HIGH SCREEN PICKET FENCE  
MIN. 30% TRANSPARENCY  
TO FRONT BOUNDARY  
& DRIVEWAY

**floor plan**  
SCALE - 1:100

G	DA RFI	
F	DA ISSUE	
REV	AMENDMENT	DATE
A	PRELIM LAYOUT	16.3.23
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PROJECT

PROPOSED UNITS  
No. 10 SANDWOOD PLACE,  
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EAST DEVONPORT 7310

DRAWING

SITE PLAN

CLIENT

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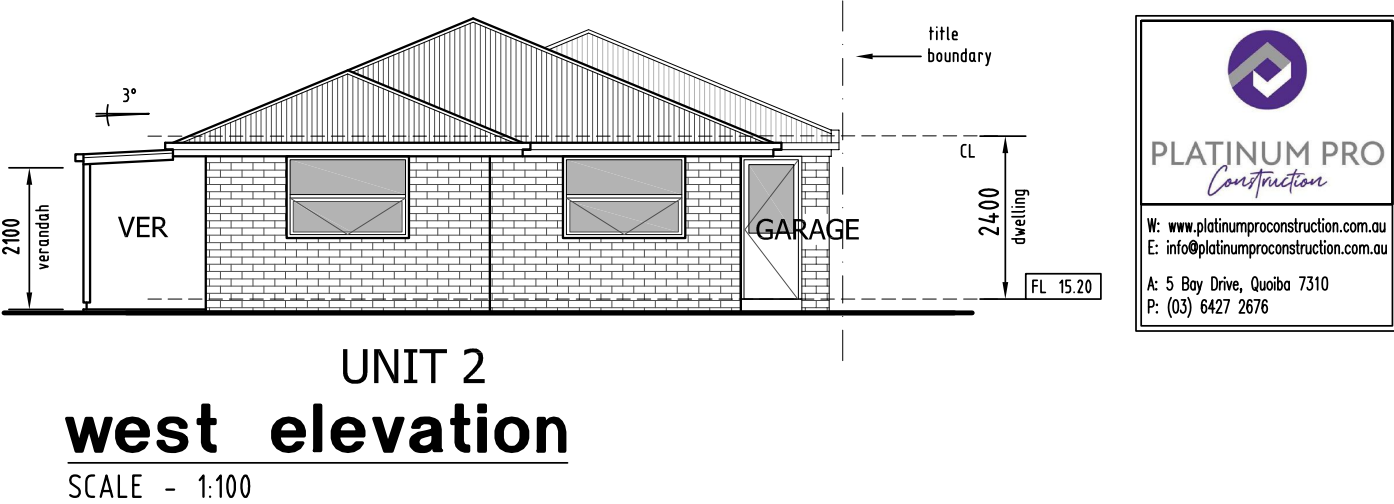
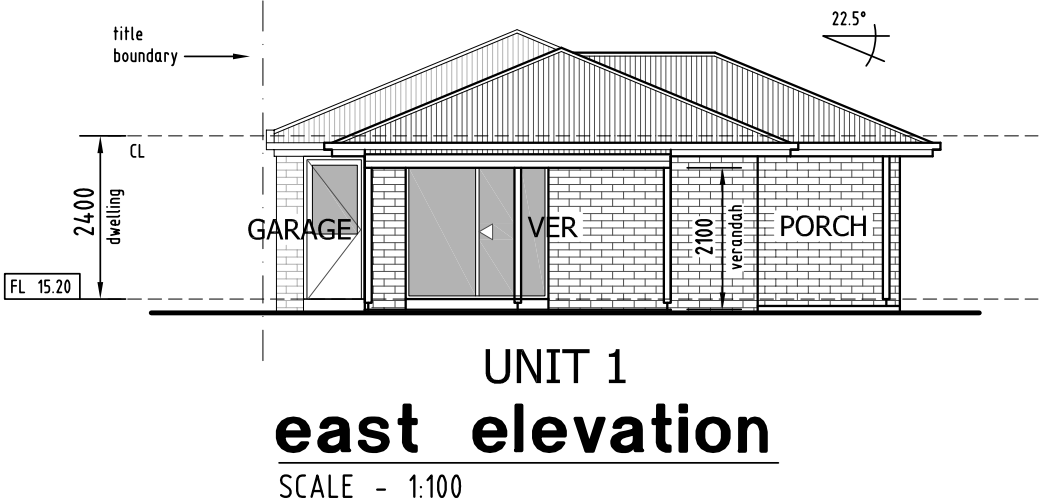
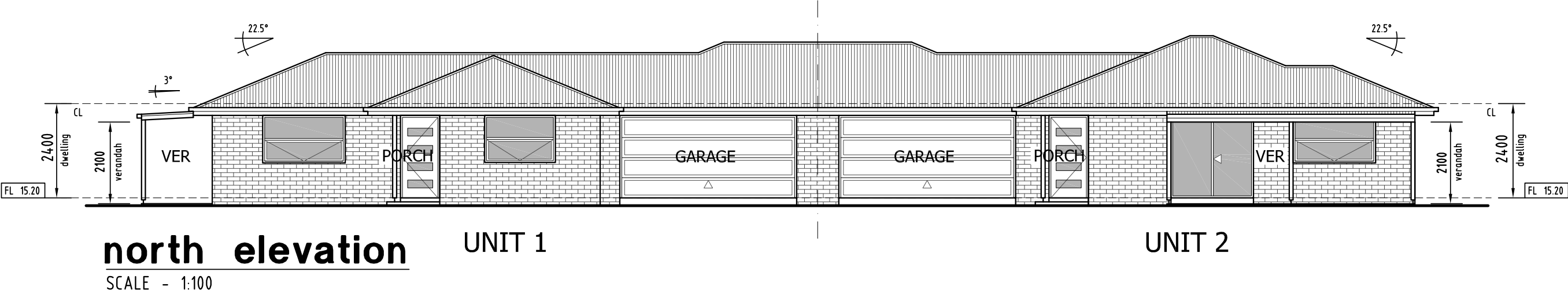
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SCALE AS SHOWN	SHEET No. 02 (OF 7)	REF No. 0713TP-G

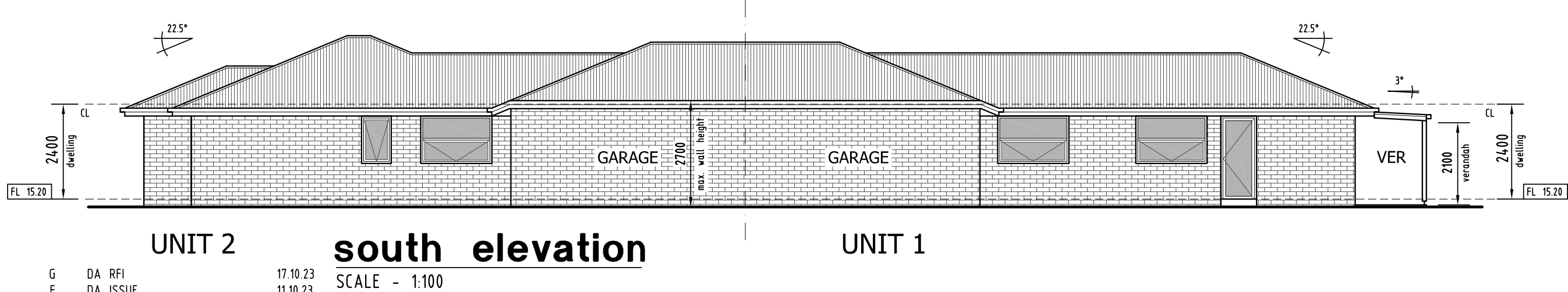


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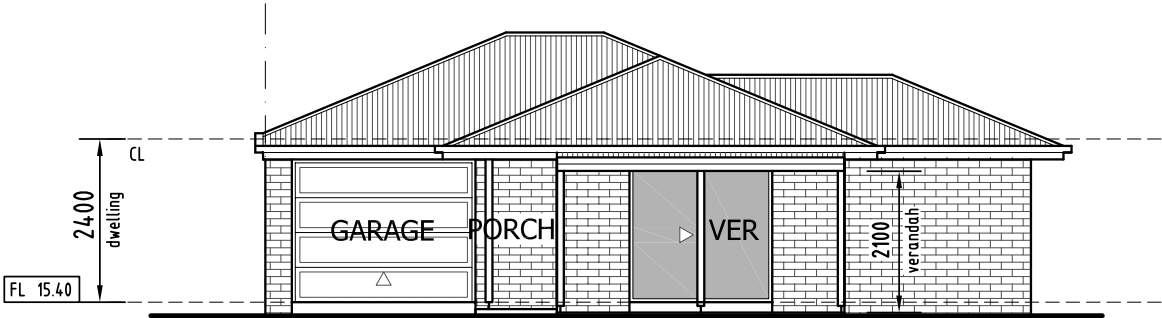
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PROJECT  
PROPOSED UNITS  
No. 10 SANDWOOD PLACE,  
(LOT 39)  
EAST DEVONPORT 7310

DRAWING  
ELEVATIONS  
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DESIGN TW	DRAWN TW	DATE 16.3.23
SCALE AS SHOWN	SHEET No. 03 (OF 7)	REF No. 0713TP-G

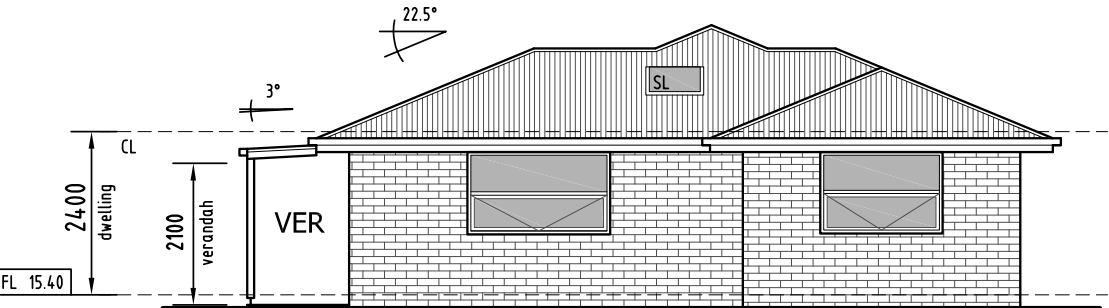
  
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Mob: 0437 002 026



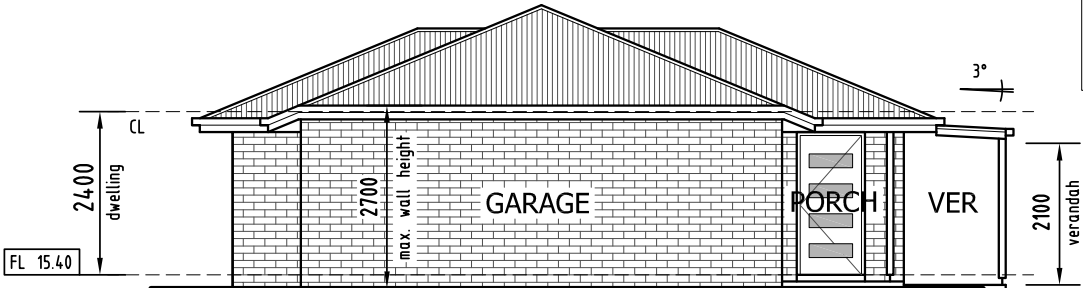
UNIT 3  
**east elevation**  
SCALE - 1:100



UNIT 3  
**west elevation**  
SCALE - 1:100



UNIT 3  
**north elevation**  
SCALE - 1:100



UNIT 3  
**south elevation**  
SCALE - 1:100



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A: 5 Bay Drive, Quoiba 7310  
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- external finishes**
- FB** FACE BRICKWORK
  - CR** COLORBOND CUSTOM-ORB ROOF AT 22.5° PITCH
  - CF** COLORBOND FASCIA & GUTTER 450 WIDE CEMENT SHEET EAVES
  - AW** ALUMINIUM FRAMED WINDOWS & DOORS
  - TP** VERANDAH POSTS
  - VR** COLORBOND TRIMDEK VERANDAH ROOF AT 3° PITCH
  - GD** PANEL-LIFT GARAGE DOOR (2100 HIGH)

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PROJECT

PROPOSED UNITS  
No. 10 SANDWOOD PLACE,  
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EAST DEVONPORT 7310

DRAWING


ELEVATIONS

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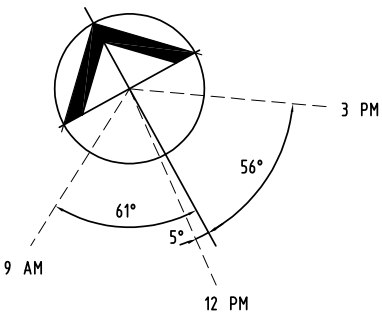
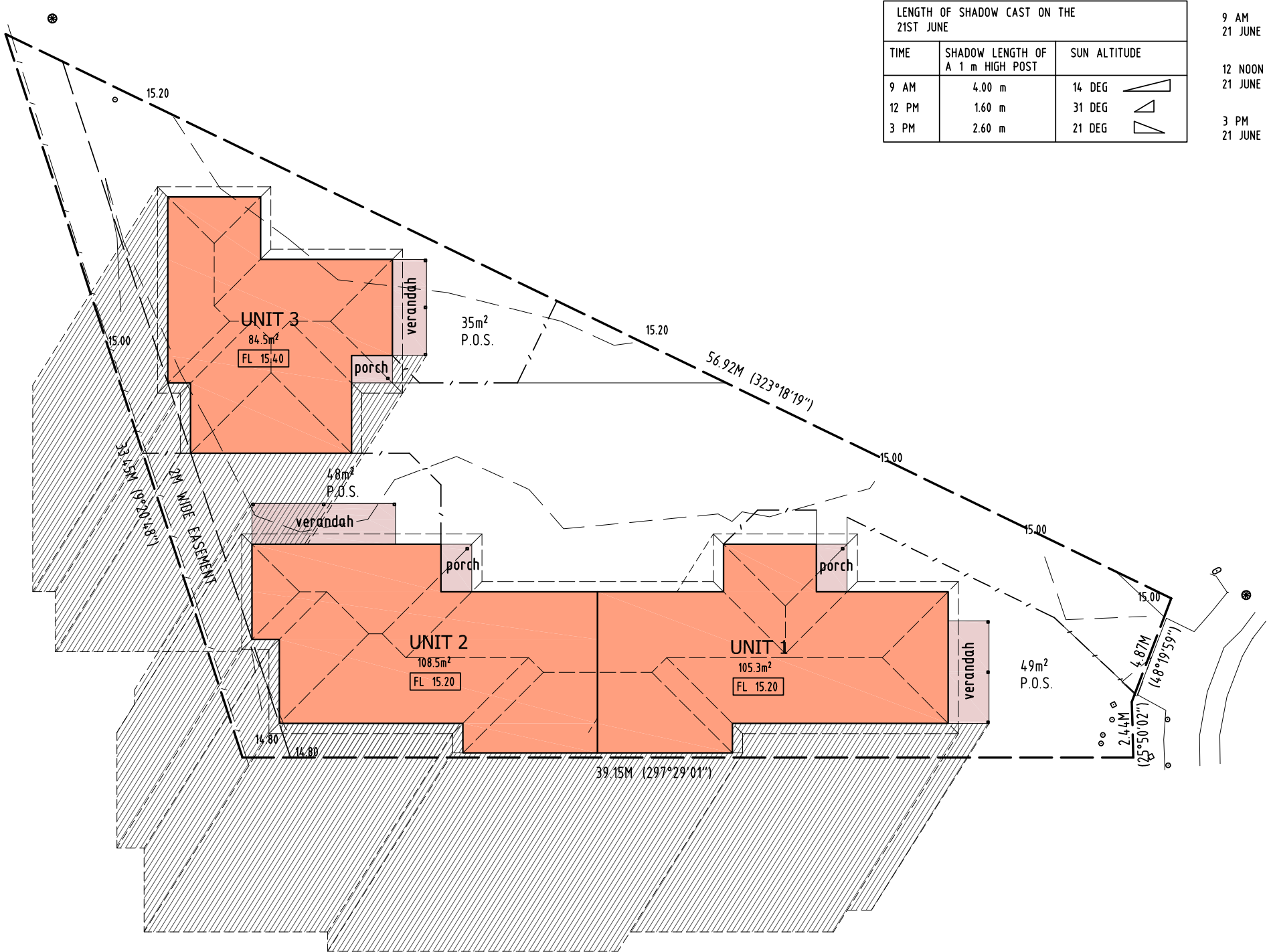
DESIGN TW	DRAWN TW	DATE 16.3.23
SCALE AS SHOWN	SHEET No. 04 (OF 7)	REF No. 0713TP-G



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Mob: 0437 002 026

**Tim Wilson Design & Drafting**





ANGLE OF SHADOW ON THE 21 JUNE

# 9 AM 21 June shadow diagram

SCALE - 1:200

SITE LEVELS ARE TO AHD  
REFER TO SURVEY PLAN  
BY: L.C. MACKENZIE SURVEYORS  
REF: 4532 DATE: 13.2.23

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PROJECT

PROPOSED UNITS  
No. 10 SANDWOOD PLACE,  
(LOT 39)  
EAST DEVONPORT 7310

DRAWING

9 AM 21 JUNE  
SHADOW DIAGRAM

CLIENT

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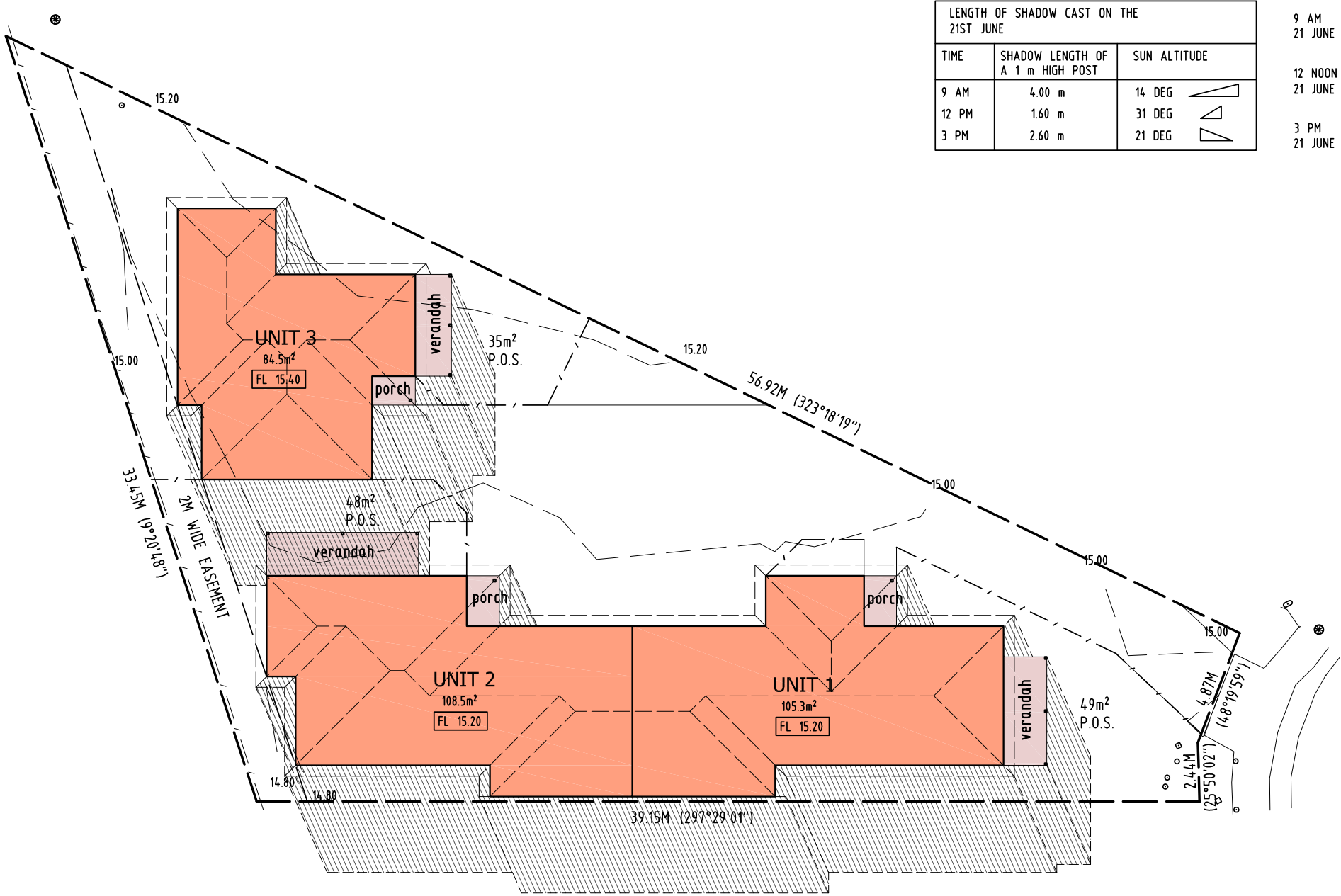
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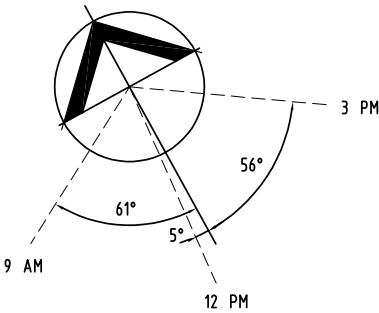


LENGTH OF SHADOW CAST ON THE 21ST JUNE		
TIME	SHADOW LENGTH OF A 1 m HIGH POST	SUN ALTITUDE
9 AM	4.00 m	14 DEG
12 PM	1.60 m	31 DEG
3 PM	2.60 m	21 DEG



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ANGLE OF SHADOW ON THE  
21 JUNE

# 12 Noon 21 June shadow diagram

SCALE - 1:200

SITE LEVELS ARE TO AHD  
REFER TO SURVEY PLAN  
BY: L.C. MACKENZIE SURVEYORS  
REF: 4532 DATE: 13.2.23

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PROJECT

PROPOSED UNITS  
No. 10 SANDWOOD PLACE,  
(LOT 39)  
EAST DEVONPORT 7310

DRAWING

12 NOON 21 JUNE  
SHADOW DIAGRAM

CLIENT

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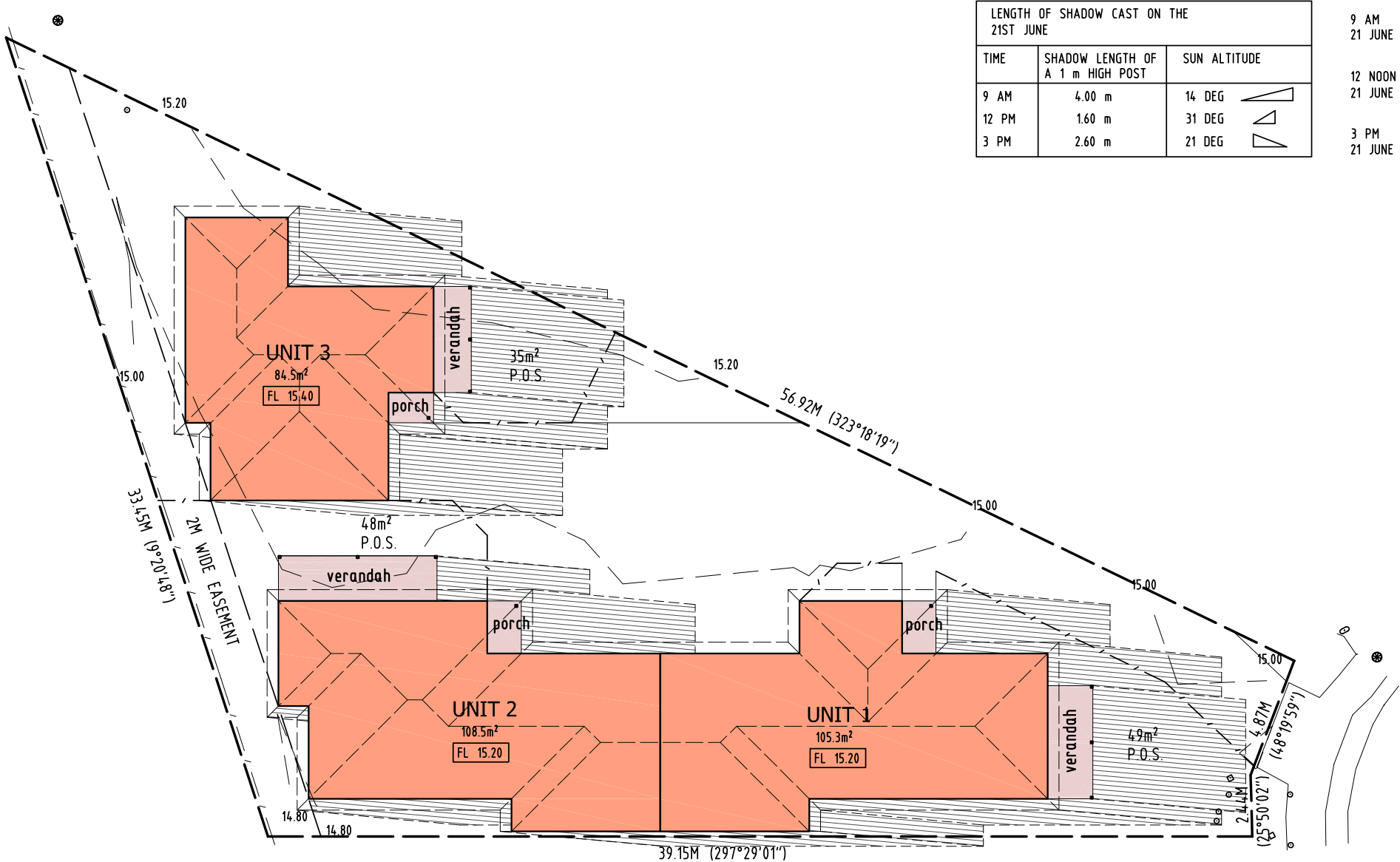
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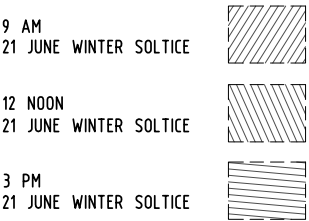
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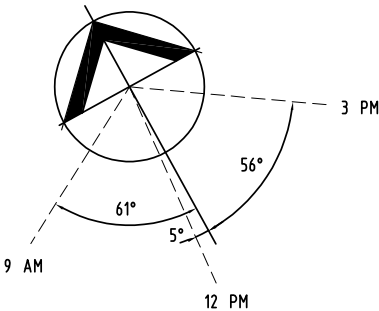


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9 AM	4.00 m	14 DEG
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ANGLE OF SHADOW ON THE  
21 JUNE

3 PM 21 June  
shadow diagram

SCALE - 1:200

SITE LEVELS ARE TO AHD  
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PROJECT

PROPOSED UNITS  
No. 10 SANDWOOD PLACE,  
(LOT 39)  
EAST DEVONPORT 7310

DRAWING

3 PM 21 JUNE  
SHADOW DIAGRAM

CLIENT

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Mob: 0437 002 026

Tim Wilson Design & Drafting



**DEVONPORT CITY COUNCIL**

ABN: 47 611 446 016

PO Box 604 Devonport TAS 7310 – 137 Rooke Street, Devonport

Telephone 03 6424 0511

Email [council@devonport.tas.gov.au](mailto:council@devonport.tas.gov.au) Web [www.devonport.tas.gov.au](http://www.devonport.tas.gov.au)

**Submission Date**

08/11/2023

**I/We**

Heather Tilley

**Of**

6 Sandwood Place  
East Devonport, Tasmania 7310  
Australia

**Email Address**

**Phone Number**

**Development Application Number**

PA2023.0150

**Address of Development**

10 Sandwood Place  
East Devonport 7310  
Australia

**Details of representation**

I wish to lodge an objection to the proposed plan due to the following:

1. Congestion within the area.
2. Sandwood Place is a small street that is not overly wide with a cul de sac at the end.
3. There are 6 properties that lead off this cul de sac. The properties have minimal street frontage. Due to their being 6 driveways leading off this cul de sac, there is no room for parking in the street.
4. There are already 2 units at 7 Sandwood Place, where there are on occasions a number of cars parked on the vacant lot next to them. There appears to be 2 parking spaces available for each unit on the block.
5. From the plans of this development, there appears to be only 1 parking space per unit available.

My concerns are:

1. If the residents of each unit have 2 cars, where are they going to park.
2. Where are visitors cars going to park. There are no parking options within the cul de sac.
3. If we go on the basis of 2 cars per unit/house then based on existing 2 units, the 3 units proposed here and 2 cars per the other 4 blocks (based on single residences being built) then there will be 18 vehicles using this cul de sac to access the properties. This does not allow for visitors. Even if each of the proposed units only have 1 vehicle



*The City with Spirit*



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each, you are still looking at 15 vehicles.

Heather Tilley

**Consent**

- ✓ I agree that all the information i have provided is accurate and is truthful.

**Privacy Consent**

- ✓ I agree to the privacy policy of the Devonport City Council.

DEVONPORT





## DEVONPORT CITY COUNCIL

ABN: 47 611 446 016

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# PLANNING PERMIT APPLICATION FORM

Devonport City Council  
Land Use Planning and Approvals Act 1993 (LUPAA)  
Tasmanian Planning Scheme – Devonport 2020

## Use or Development Site

### Development Address

29 Fenton Street  
Devonport 7310

### Certificate of Title Reference No.:

SP 126598

## Applicant's Details

### Who is applying

Company

### Company Name

DOKS Development Unit Trust

### ACN

662 200 508

### Postal Address

134 don rd  
devonport, Tasmania 7310  
Australia

### Telephone

0427233648

### Email

[mkelly@okc.net.au](mailto:mkelly@okc.net.au)

### Do you own the property that is being developed?

Yes



Submission Date: 02/06/2023

## Assessment of an application for a Use or Development

Sufficient information must be provided to enable assessment against the requirements of the planning scheme.

### What is proposed?

New Retail and Apartment Complex

### Description of how the use will operate

Ground Floor Retail with Apartments above on level 1

### Supporting Documents for Proposal (Optional)

- [J007891-20221216-GIANT-DA-LATEST-DRAWINGS.pdf](#)

### Value of use and/or development

\$ 2,950,000.00

## Upload Files

The following information and plans must be provided as part of an application unless the planning authority is satisfied that the information or plan is not relevant to the assessment of the application:

### Upload copy of certificate of title, including title plan and schedule of easements

- [ScheduleOfEasements-126598-3.pdf](#)
- [FolioText-126598-3.pdf](#)
- [FolioText-93413-1.pdf](#)
- [FolioPlan-126598-3.pdf](#)
- [FolioPlan-93413-1.pdf](#)
- [J007891-20221216-GIANT-DA-LATEST-DRAWINGS1.pdf](#)

### A site analysis and site plan showing:

- The existing and proposed use(s) on the site
- The boundaries and dimensions of the site
- Topography including contours showing AHD levels and major site features
- Natural drainage lines, watercourses and wetlands on or adjacent to the site
- Soil type
- Vegetation types and distribution, and trees and vegetation to be removed
- The location and capacity of any existing services or easements on the site or connected to the site
- Existing pedestrian and vehicle access to the site
- The location of existing adjoining properties, adjacent buildings and their uses
- Any natural hazards that may affect use or development on the site
- Proposed roads, driveways, car parking areas and footpaths within the site
- Any proposed open space, communal space, or facilities on the site
- Main utility service connection points and easements
- Proposed subdivision lot boundaries, where applicable
- Details of any proposed fencing



Submission Date: 02/06/2023

**Upload a detailed site plan that includes a floor plan, layouts and elevations**

- [J007891-20221216-GIANT-DA-LATEST-DRAWINGS2.pdf](#)

**Are you planning on constructing a building?**

Yes

**Where it is proposed to erect buildings, a detailed layout plan of the proposed buildings with dimensions showing:**

- Setbacks of buildings to property (title) boundaries
- The internal layout of each building on the site
- The private open space for each dwelling
- External storage spaces
- Car parking space location and layout
- Elevations of every building to be erected
- The relationship of the elevations to natural ground level, showing any proposed cut or fill
- Shadow diagrams of the proposed buildings and adjacent structures showing the extent of shading of adjacent private open spaces and external windows of buildings on adjacent sites
- Materials and colours to be used on roofs and external walls

**Are you proposing any landscaping?**

Yes

**A plan of the proposed landscaping including:**

- Planting concept
- Paving materials and drainage treatments and lighting for vehicle areas and footpaths
- Plantings proposed for screening from adjacent sites or public spaces

**Upload plan of the proposed landscaping**

- [J007891-20221216-GIANT-DA-LATEST-DRAWINGS3.pdf](#)

**Notification of Landowner/s**

(s.52 Land Use Planning and Approvals Act,1993)

**Who owns the land?**

Devonport City Council

If the application involves land owned or administered by the Devonport City Council. Devonport City Council consents to the making of this permit application.

**Upload proof of consent from the Devonport City Council**

- [Devonport-City-Council-Consent-DA-Giant.pdf](#)

**Agreement**



Submission Date: 02/06/2023

I apply for consent to carry out the development described in this application. I declare that all the information given is true and correct. I also understand that:

- if incomplete, the application may be delayed or rejected; and
- more information may be requested in accordance with s.54 (1) of LUPAA.

**PUBLIC ACCESS TO PLANNING DOCUMENTS - DISCRETIONARY PLANNING APPLICATIONS (s.57 of LUPAA)**

✓ I understand that all documentation included with a discretionary application will be made available for inspection by the public.

**Privacy Policy**

✓ I agree to the privacy policy of the Devonport City Council.

[Click Here to view our Privacy Policy \(Opens in a new tab\)](#)

**Date**

02/06/2023

PRIVACY ACT The personal information requested on this form is being collected by Council for processing applications under the Land Use and Planning Approvals Act 1993 and will only be used in connection with the requirements of this legislation. Council is to be regarded as the agency that holds the information.

DEVONPORT



Matthew Kelly

**From:** Matthew Atkins <matkins@devonport.tas.gov.au>  
**Sent:** Thursday, 1 June 2023 4:14 PM  
**To:** Matthew Kelly  
**Cc:** Matthew Skirving  
**Subject:** land owner consent

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

For the Planning Authority

I confirm landowner consent for DOKS Developments (or agent) to lodge a DA for council owned land at 29 Fenton Way for the purposes of a Giant Retail store and residential apartments.



**Matthew Atkins** | General Manager  
Devonport City Council  
137 Rooke Street, Devonport, TAS 7310  
[matkins@devonport.tas.gov.au](mailto:matkins@devonport.tas.gov.au) | [www.devonport.tas.gov.au](http://www.devonport.tas.gov.au)  
0408140875 +61 (3) 6424 0525



How did I do? [Please complete this survey](#)

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**RESULT OF SEARCH**

## RECORDER OF TITLES

*Issued Pursuant to the Land Titles Act 1980*

## SEARCH OF TORRENS TITLE

VOLUME 126598	FOLIO 3
EDITION 1	DATE OF ISSUE 07-Jan-1997

SEARCH DATE : 08-Nov-2022

SEARCH TIME : 02.11 PM

DESCRIPTION OF LAND

City of DEVONPORT

Lot 3 on Sealed Plan 126598

Derivation : Part of Lot 3 (Section I.i.) Gtd. to W.R. Giblin.

Prior CTs 234125/1, 251236/1 and 251236/2

SCHEDULE 1

DEVONPORT CITY COUNCIL

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

SP126598 EASEMENTS in Schedule of Easements

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

## RECORDED OF TITLES



<p>OWNER DEVONPORT CITY COUNCIL</p> <p>FOLIO REFERENCE CT251236/1, 251236/2, 68277/16, 234125/1, 68277/12 &amp; 68277/13.</p> <p>GRANTEE PART OF LOT 3, 5A-2R-16P GTD TO WILLIAM ROBERT GIBLIN.</p>	<h2 style="margin: 0;">PLAN OF SURVEY</h2> <p>BY SURVEYOR K.R. MICHELL OF K.R. MICHELL &amp; ASSOC. P/L 64 BEST ST, DEVONPORT, 7310.</p> <p>LOCATION</p> <p>CITY OF DEVONPORT SECTION II</p> <p>SCALE 1:750      LENGTHS IN METRES</p>	<p><b>SP</b> REGISTERED NUMBER <b>126598</b></p> <p>APPROVED EFFECTIVE FROM - 7 JAN 1997</p> <p>Recorder of Titles</p>	
<p>MAPSHEET MUNICIPAL CODE No. 108 (444452)</p>	<p>LAST UPI No. 46011285, 4603660 4603662 - 3664</p>	<p>LAST PLAN 4/16<sup>TN</sup> No. D17915</p>	<p>ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN</p>

Lot 3 is compiled from C.T. 251236/1,  
251236/2 & this survey.

The plan shows Lot 3, which is divided into two parts: a hatched portion (4,329 m²) and a white portion (2,535 m²). The hatched portion is labeled '3' and the white portion is labeled '1'. The plan shows the following streets: Oldaker Street, Griffiths Street, Best Street, and Fenton Street. The plan also shows a hatched portion of Lot 2 (26/10 TN) and a hatched portion of Lot 1 (26/10 TN). The plan includes various survey measurements and references to other survey sheets.

**RESULT OF SEARCH**

RECORDER OF TITLES

*Issued Pursuant to the Land Titles Act 1980*

## SEARCH OF TORRENS TITLE

VOLUME 93413	FOLIO 1
EDITION 1	DATE OF ISSUE 23-May-1995

SEARCH DATE : 08-Nov-2022

SEARCH TIME : 02.11 PM

DESCRIPTION OF LAND

City of DEVONPORT

Lot 1 on Diagram 93413 (formerly being 26-10TN)

Derivation : Part of Lot 3 Sec. I.i. Gtd. to W R Giblin

Prior CT 2930/93

SCHEDULE 1

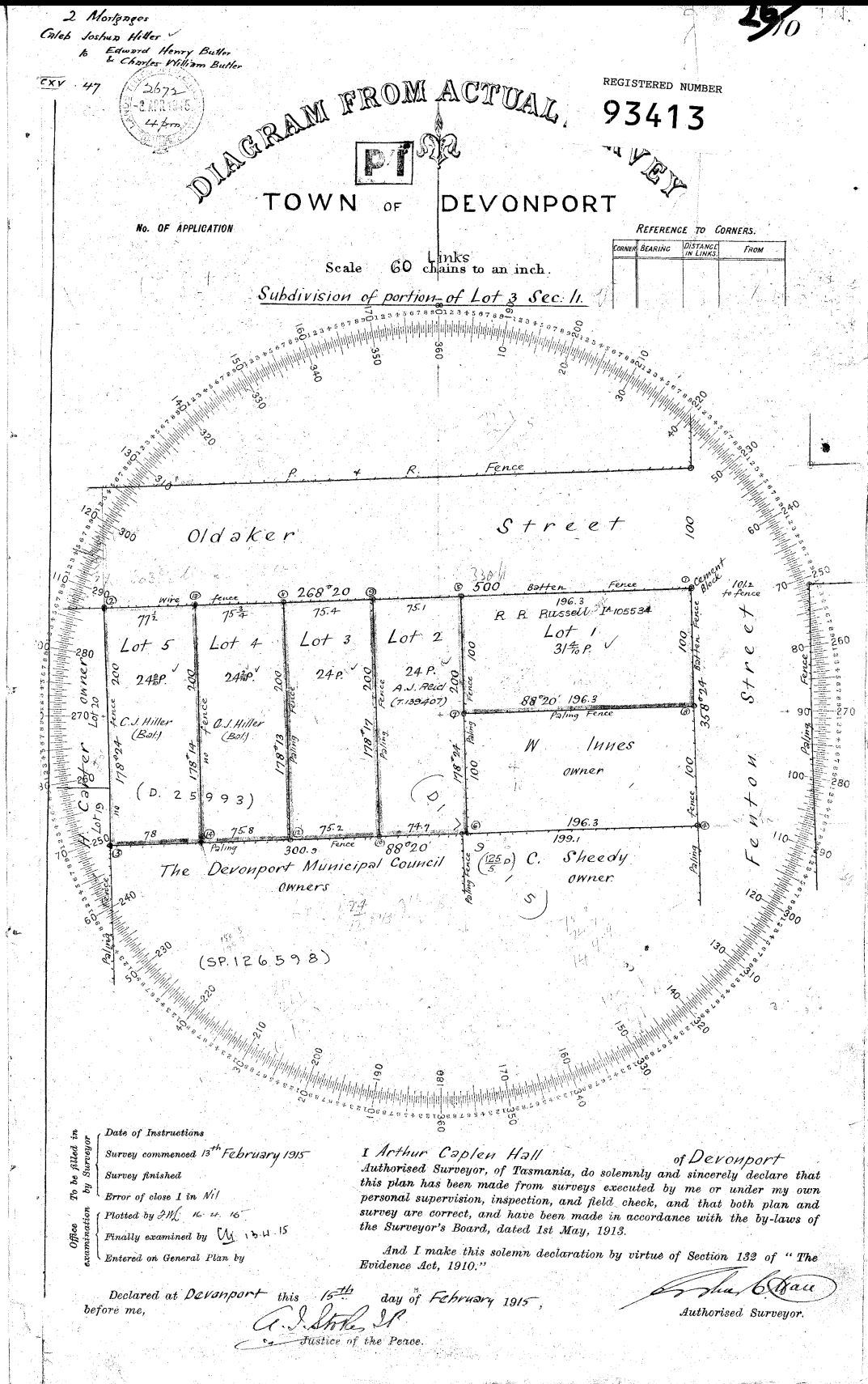
A803952 TRANSFER to DEVONPORT CITY COUNCIL

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations



# SCHEDULE OF EASEMENTS

## RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

SP<sup>REGISTERED NUMBER</sup>  
126598



### SCHEDULE OF EASEMENTS

NOTE:—The Town Clerk or Council Clerk must sign the certificate on the back page for the purpose of identification.

The Schedule must be signed by the owners and mortgagees of the land affected. Signatures should be attested.

### EASEMENTS AND PROFITS

Each lot on the plan is together with:—

- (1) such rights of drainage over the drainage easements shewn on the plan (if any) as may be necessary to drain the stormwater and other surplus water from such lot; and
- (2) any easements or profits à prendre described hereunder.

Each lot on the plan is subject to:—

- (1) such rights of drainage over the drainage easements shewn on the plan (if any) as passing through such lot as may be necessary to drain the stormwater and other surplus water from any other lot on the plan; and
- (2) any easements or profits à prendre described hereunder.

The direction of the flow of water through the drainage easements shewn on the plan is indicated by arrows.

### EASEMENTS

LOT 1 on the plan is subject to a right of footway and a services easement (both appurtenant to Lot 3 on the Plan) over the strip of land marked "RIGHT OF FOOTWAY /AND SERVICES EASEMENT 2.00 WIDE & VARIABLE" on the plan.

LOT 3 on the plan is together with to a right of footway and a services easement over the strip of land marked "RIGHT OF FOOTWAY AND SERVICE EASEMENT 2.00 WIDE & VARIABLE" on the plan.

### DEFINITIONS

"right of footway" means:—

the right defined in Schedule 8 of the Conveyancing and Law of Property Act 1884; and

"services easement":— means:—

the right to install and maintain such pipes, poles, wires or cables as may be necessary for the proper operation of such services as water, sewerage, gas and electricity reticulation, drainage, street lighting, telephone and similar services or utilities through the strip of land marked "RIGHT OF FOOTWAY AND SERVICES EASEMENT 2.00 WIDE AND VARIABLE" on the plan, any resulting damage caused to the strip of land having to be made good within a reasonable time of the damage being caused.

# SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

SP.126598

No other easements, covenants or profits a prendre are created to benefit or burden any of the lots shown on the Plan.

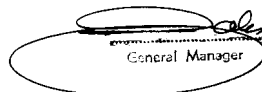
THE COMMON SEAL of the CITY OF  
DEVONPORT the registered proprietor  
of the land Comprised in Folios  
of the Register Volume 251236 Folios  
1 & 2, Volume 234125 Folio 1, Volume  
68277 Folios 12, 13 and 16 was  
affixed pursuant to a resolution of  
the City of Devonport passed on the  
day of 1996 in the  
presence of:-

.....  
Mayor

.....  
Alderman

.....  
General Manager

Affixed this 26<sup>th</sup> day of November, 1996  
for and on behalf of the Devonport City Council



General Manager

# SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

SP.126598 .

This is the schedule of easements attached to the plan of .....

(Insert Subdivider's Full Name)

..... affecting land in

.....

(Insert Title Reference)

Sealed by Devonport City Council on 11<sup>th</sup> December 1996.

Solicitor's Reference 11313 .....

OS-R 3134

Council Clerk/Town Clerk  
General Manager



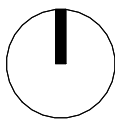
# GIANT DEVONPORT

## 29 FENTON WAY, DEVONPORT TAS 7310

DRAWING SCHEDULE

A000		COVERSHEET
A101	B	SITE PLAN
A201	B	GROUND FLOOR PLAN
A202	B	FIRST FLOOR PLAN
A301	B	ELEVATIONS - 1
A302	B	ELEVATIONS - 2

29 FENTON WAY  
CT 126598/3  
CT 93413/1



GENERAL INFORMATION:

Accredited Architect:	Sam Haberle
Accreditation Number:	CC5618U
Certificate of Title:	126598/3 & 93413/1
PID:	1769321
Soil Classification:	-
Wind Classification:	-
Alpine Area:	N/A
Bushfire-prone Area BAL rating:	N/A
Corrosive Environment:	C3 Coastal
Site Area:	1410m <sup>2</sup>
Existing Building Area:	N/A
Proposed Building Area:	849m <sup>2</sup>
Planning Zone:	CENTRAL BUSINESS 22.0
Planning Overlays:	-
Heritage Listing:	N/A

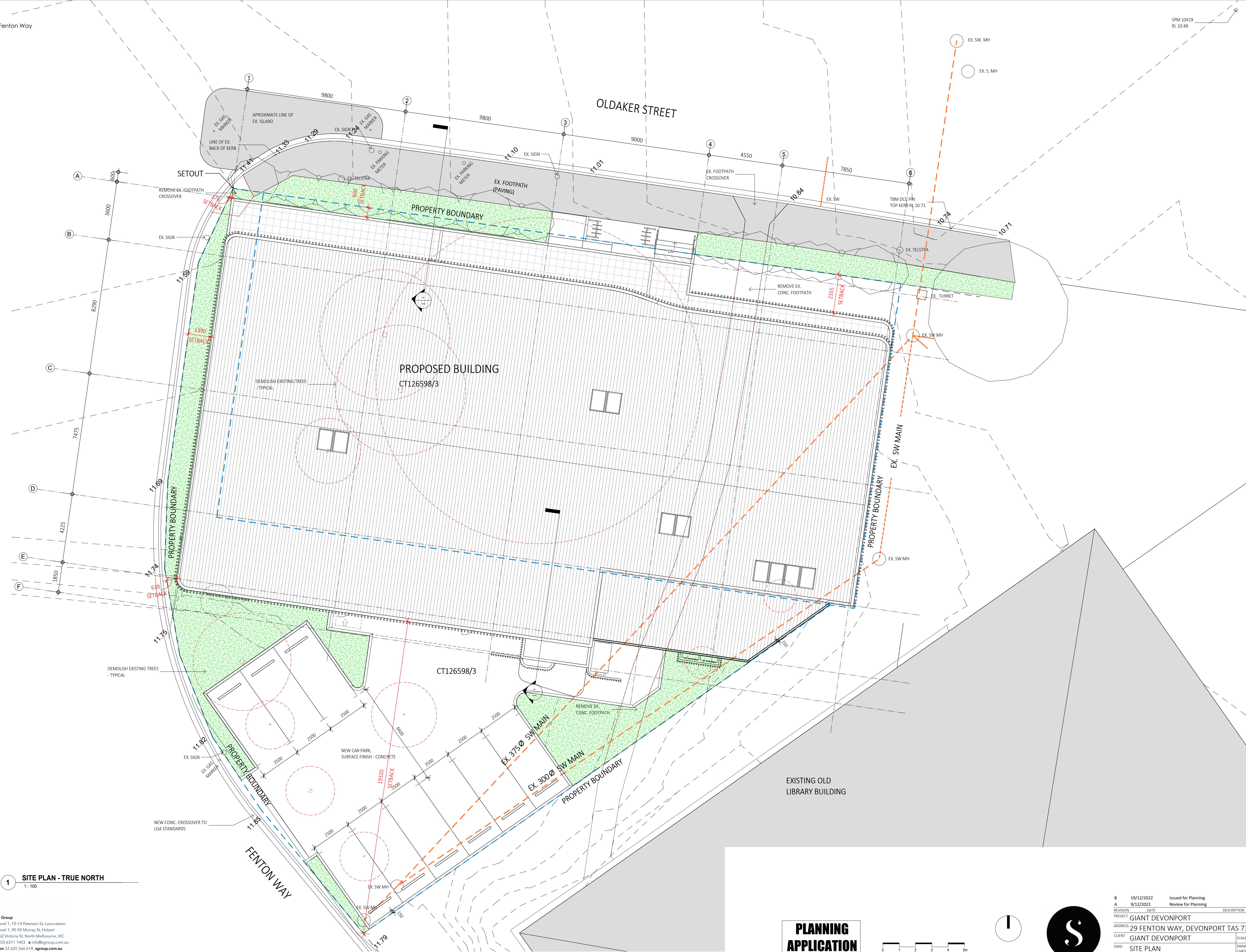
create.  
wonder.

S. Group  
Level 1, 10-14 Paterson St, Launceston  
Level 1, 90-92 Murray St, Hobart  
552 Victoria St, North Melbourne, VIC  
p 03 6311 1403 e info@sgroup.com.au  
abn 33 625 566 618 sgroup.com.au

PLANNING  
APPLICATION







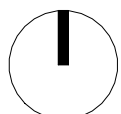
1 SITE PLAN - TRUE NORTH  
1:100

create.  
wonder.

S. Group  
Level 1, 10-14 Paterson St, Launceston  
Level 1, 90-92 Murray St, Hobart  
552 Victoria St, North Melbourne, VIC  
p 03 6311 1403 e info@sgroup.com.au  
abn 33 625 566 618 sgroup.com.au

PLANNING  
APPLICATION

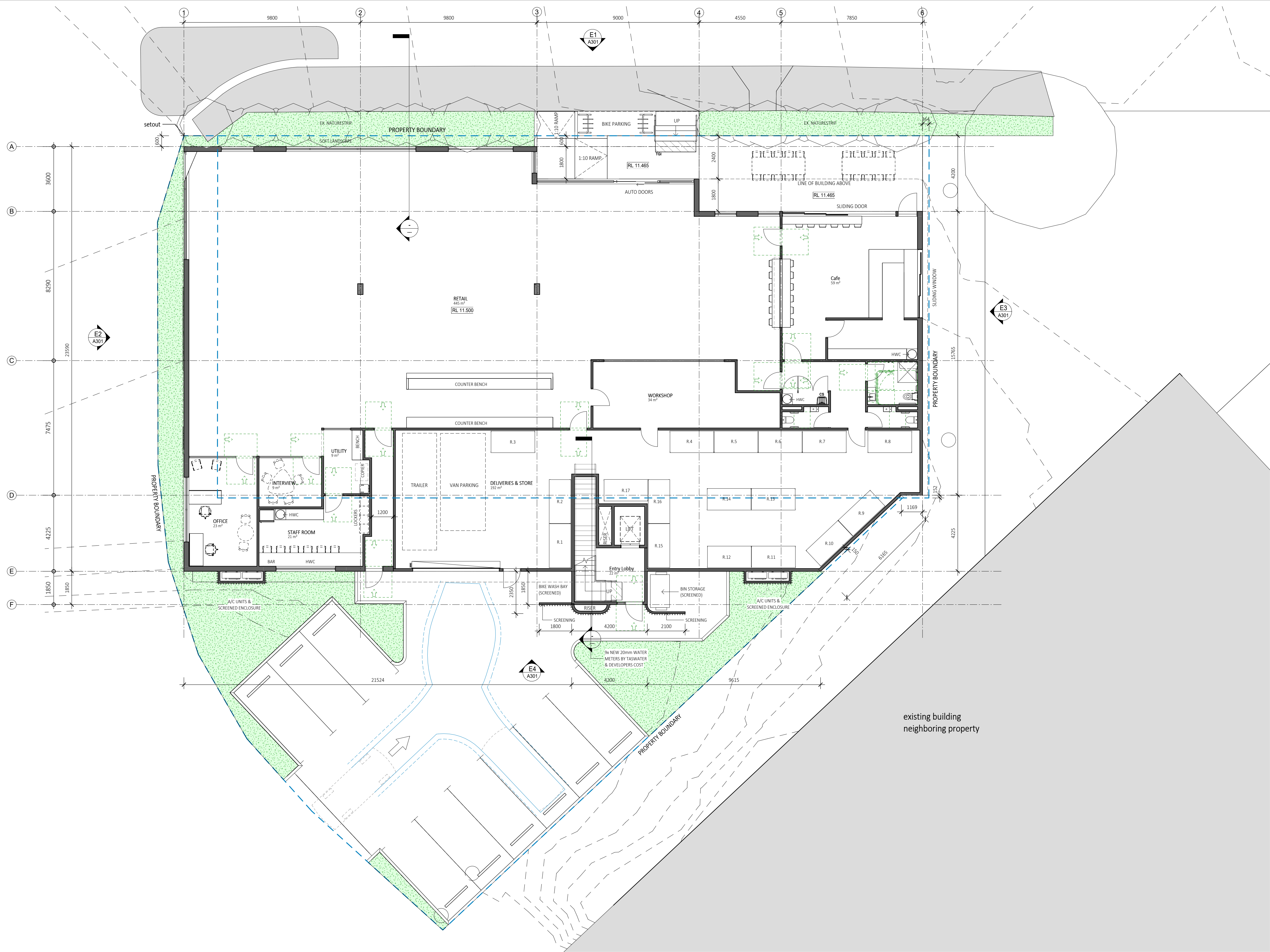
0 1 2 3 4 5m



B	19/12/2022	Issued for Planning	PROJECT #	J007891
A	9/12/2022	Review for Planning	DWG #	A101 -B
REVISION	DATE	DESCRIPTION	PROJECT #	J007891
PROJECT	GIANT DEVONPORT	ADDRESS	29 FENTON WAY, DEVONPORT TAS 7310	DWG #
CLIENT	GIANT DEVONPORT	SCALE	1:100	A101 -B
DWG	SITE PLAN	DRAWN	CHD	ACCREDITED DESIGNER
				CC 505311

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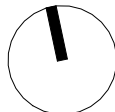


1 GROUND FLOOR  
1:100

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wonder.

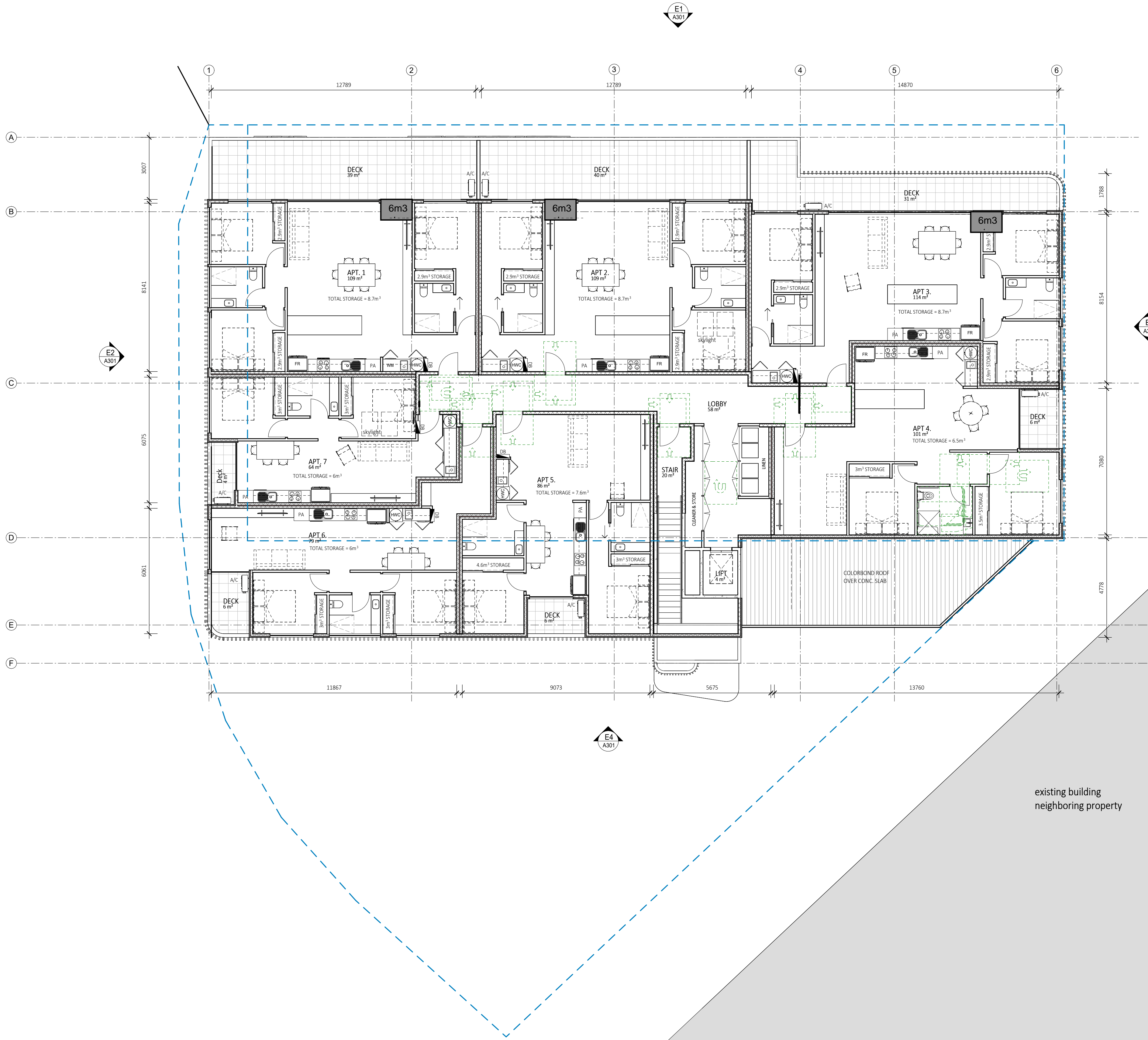
S. Group  
Level 1, 10-14 Paterson St, Launceston  
Level 1, 90-92 Murray St, Hobart  
552 Victoria St, North Melbourne, VIC  
p 03 6311 1403 e info@sgroup.com.au  
abn 33 625 566 618 sgroup.com.au

PLANNING  
APPLICATION



REVISION	DATE	DESCRIPTION	PROJECT #
B	19/12/2022	Issued for Planning	J007891
A	9/12/2022	Review for Planning	
PROJECT	GIANT DEVONPORT		DWG #
ADDRESS	29 FENTON WAY, DEVONPORT TAS 7310		A201 -B
CLIENT	GIANT DEVONPORT		SCALE 1:100
DWG	GROUND FLOOR PLAN		DRAWN: CC 5053 L/D

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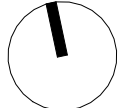


1 LEVEL 1  
1:100

create.  
wonder.

S. Group  
Level 1, 10-14 Paterson St, Launceston  
Level 1, 90-92 Murray St, Hobart  
552 Victoria St, North Melbourne, VIC  
p 03 6311 1403 e info@sgroup.com.au  
abn 33 625 566 618 sgroup.com.au

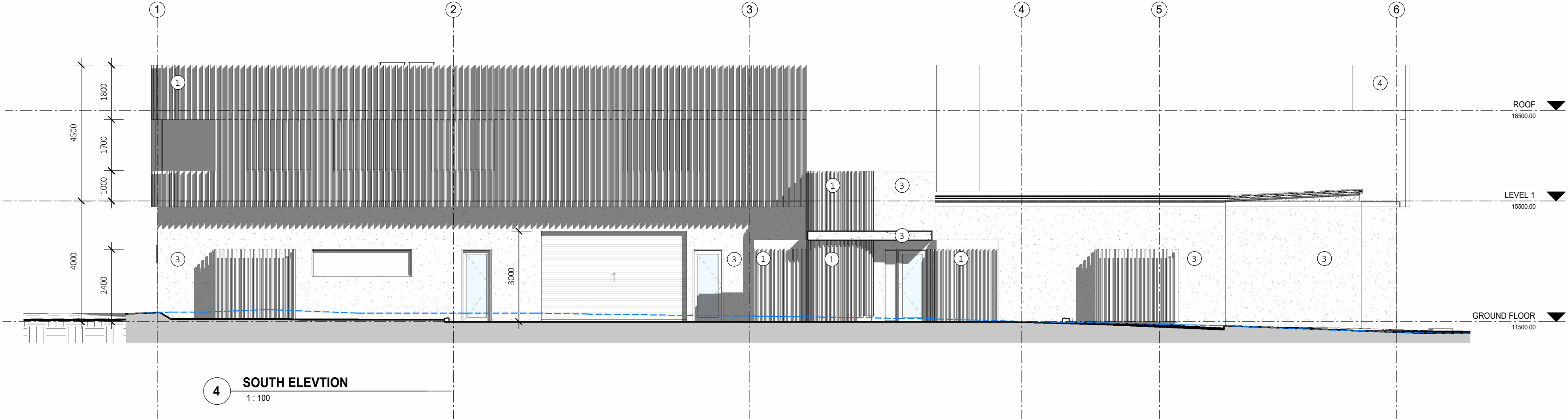
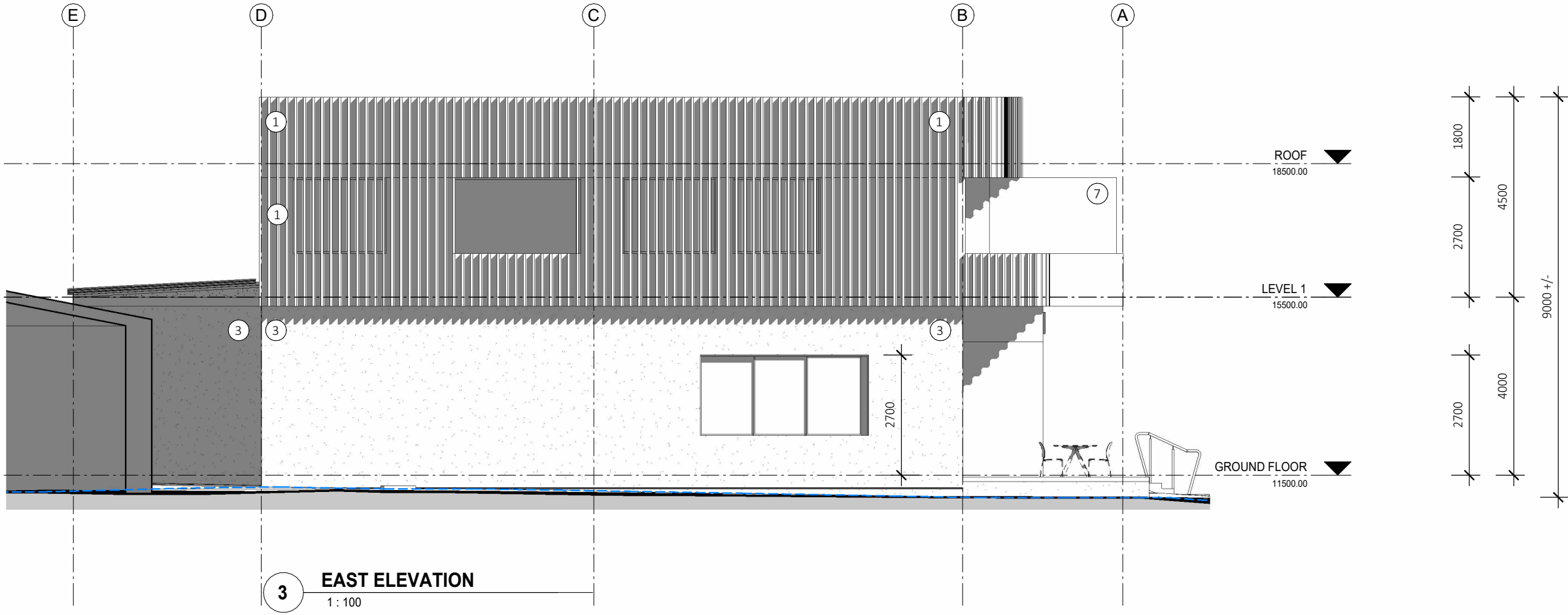
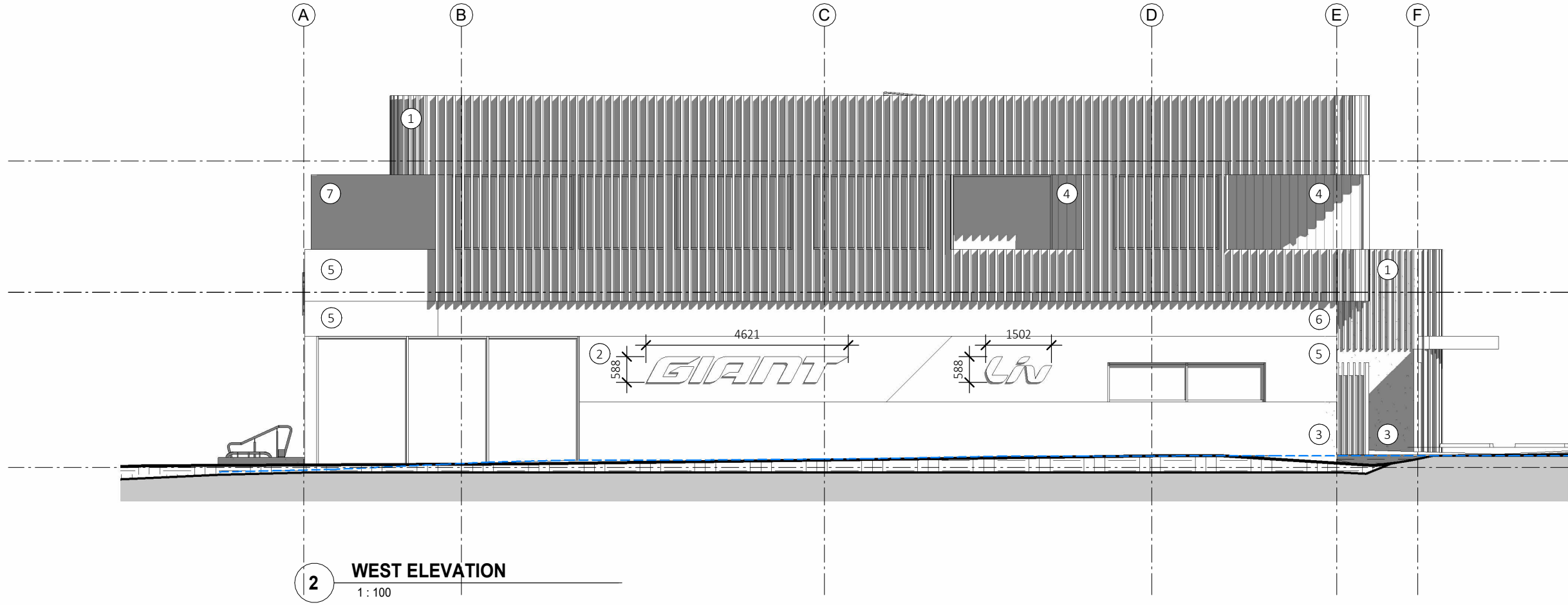
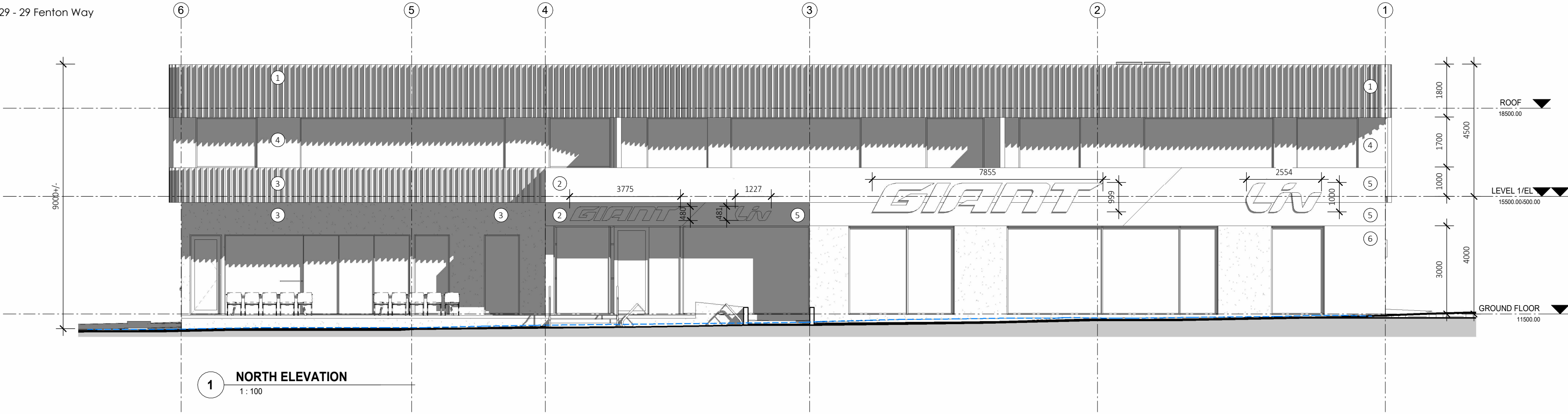
PLANNING  
APPLICATION



B 19/12/2022 Issued for Planning			
A 9/12/2022 Review for Planning			
REVISION	DATE	DESCRIPTION	PROJECT #
PROJECT GIANT DEVONPORT			J007891
ADDRESS 29 FENTON WAY, DEVONPORT TAS 7310			DWG #
CLIENT GIANT DEVONPORT			A202 -B
DWG FIRST FLOOR PLAN		SCALE 1:100	ACCREDITED DESIGNER
		DRAWN CHD	CC 5053 LU

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create.  
wonder.

S. Group  
Level 1, 10-14 Paterson St, Launceston  
Level 1, 90-92 Murray St, Hobart  
552 Victoria St, North Melbourne, VIC  
p 03 6311 1403 e info@sgroup.com.au  
abn 33 625 566 618 sgroup.com.au

PLANNING  
APPLICATION



FINISHES

- GIANT BLUE
- LIV PURPLE
- MONUMENT

- Vertical timber battens over Colorbond cladding, colour Monument
- Precast concrete panels, paint finish - Giant Blue
- Precast concrete panels, natural finish
- Vertical Colorbond cladding, colour Monument
- Precast concrete panels, paint finish - Liv Purple
- Precast concrete panels, paint finish - Monument
- Timber siding

REVISION	DATE	DESCRIPTION	PROJECT #
B	19/12/2022	Issued for Planning	J007891
A	9/12/2022	Review for Planning	
PROJECT	GIANT DEVONPORT		DWG #
ADDRESS	29 FENTON WAY, DEVONPORT TAS 7310		A301 -B
CLIENT	GIANT DEVONPORT		SCALE
DWG	ELEVATIONS - 1		AS INDICATED
	DRAWN	CHKD	ACCREDITED DESIGNER

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## Submission to Planning Authority Notice

<b>Council Planning Permit No.</b>	PA2023.0129	<b>Council notice date</b>	19/09/2023
<b>TasWater details</b>			
<b>TasWater Reference No.</b>	TWDA 2023/01304-DCC	<b>Date of response</b>	23/11/2023
<b>TasWater Contact</b>	Jake Walley	<b>Phone No.</b>	0467 625 805
<b>Response issued to</b>			
<b>Council name</b>	DEVONPORT COUNCIL		
<b>Contact details</b>	council@devonport.tas.gov.au		
<b>Development details</b>			
<b>Address</b>	29 FENTON WAY, DEVONPORT	<b>Property ID (PID)</b>	1769321
<b>Description of development</b>	New Retail and Apartment Complex		
<b>Schedule of drawings/documents</b>			
<b>Prepared by</b>	<b>Drawing/document No.</b>	<b>Revision No.</b>	<b>Date of Issue</b>
S. Group	J007891 All sheets	B	19/12/2022
Exceed Engineering	EE435 Sheet C101	01	20/11/2023
<b>Conditions</b>			
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:			
<b>CONNECTIONS, METERING &amp; BACKFLOW</b>			
<ol style="list-style-type: none"> <li>1. A suitably sized water supply with metered connection and sewerage system and connection to the development must be designed and constructed to TasWater's satisfaction and be in accordance with any other conditions in this permit.</li> <li>2. Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections must be carried out by TasWater at the developer's cost.</li> <li>3. Prior to commencing construction/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.</li> </ol>			
<b>DEVELOPER CHARGES</b>			
<ol style="list-style-type: none"> <li>4. Prior to TasWater issuing a Certificate(s) for Certifiable Work (Building) and/or (Plumbing), the applicant or landowner as the case may be, must pay a developer charge totalling \$9,770.68 to TasWater for water infrastructure for 5.561 additional Equivalent Tenements, indexed by the Consumer Price Index All groups (Hobart) from the date of this Submission to Planning Authority Notice until the date it is paid to TasWater.</li> <li>5. Prior to TasWater issuing a Certificate(s) for Certifiable Work (Building) and/or (Plumbing), the applicant or landowner as the case may be, must pay a developer charge totalling \$13,477.95 to TasWater for sewerage infrastructure for 7.671 additional Equivalent Tenements, indexed by the Consumer Price Index All groups (Hobart) from the date of this Submission to Planning Authority Notice until the date it is paid to TasWater.</li> </ol>			



#### DEVELOPMENT ASSESSMENT FEES

6. The applicant or landowner as the case may be, must pay a development assessment fee of \$389.86 to TasWater, as approved by the Economic Regulator and the fee will be indexed, until the date paid to TasWater.

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

#### Advice

##### General

For information on TasWater development standards, please visit <https://www.taswater.com.au/building-and-development/technical-standards>

For application forms please visit <https://www.taswater.com.au/building-and-development/development-application-form>

##### Developer Charges

For information on Developer Charges please visit the following webpage - <https://www.taswater.com.au/building-and-development/developer-charges>

##### Water Submetering

As of July 1 2022, TasWater's Sub-Metering Policy no longer permits TasWater sub-meters to be installed for new developments. Please ensure plans submitted with the application for Certificate(s) for Certifiable Work (Building and/or Plumbing) reflect this. For clarity, TasWater does not object to private sub-metering arrangements. Further information is available on our website ([www.taswater.com.au](http://www.taswater.com.au)) within our Sub-Metering Policy and Water Metering Guidelines.

##### Service Locations

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

- A permit is required to work within TasWater's easements or in the vicinity of its infrastructure. Further information can be obtained from TasWater.
- TasWater has listed a number of service providers who can provide asset detection and location services should you require it. Visit <https://www.taswater.com.au/building-and-development/service-locations> for a list of companies.
- Sewer drainage plans or Inspection Openings (IO) for residential properties are available from your local council.

**NOTE:** In accordance with the WATER AND SEWERAGE INDUSTRY ACT 2008 - SECT 56ZB A regulated entity may charge a person for the reasonable cost of –

- a meter; and
- installing a meter.

#### Declaration

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

#### TasWater Contact Details

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



**From:** Andreyah Lighthouse-Apse  
**Sent:** Tue, 3 Oct 2023 17:00:26 +1100  
**To:** Devonport City Council  
**Subject:** Public Submission re PA2023.0129 Andreyah Lighthouse-Apse

To the General Manager /

For the General Manager, Devonport City Council

RE: Application for Planning Permit PA2023.0129  
Residential and Visitor Accommodation  
29 Fenton Way, Devonport  
Date of Notice: 20/09/2023

Public Submission

For the following reasons, I hereby strongly object to the proposed development on the site of the many-decades-old park at 29 Fenton Way. I believe that other CBD sites could be used for this development, so that the last long-established park in the CBD need not be destroyed.

Reason 1.

Council should not underestimate the long-standing natural amenity, beauty and value of the 29 Fenton Way park for generations of Devonport residents and visitors from elsewhere; past, present, future.

Reason 2.

This is really the only beautifully landscaped, informal park of its kind in the Devonport CBD, and is therefore irreplaceable. The large *Catalpa bignonioides* is a striking and exceptional specimen.

By contrast, the one other CBD 'park' of 26 Fenton Way presents as a mini tree plantation with most of the trees planted with fairly close, regular spacing one to another, and in straight lines. There was little if any landscaping aesthetic consideration in the planting layout, no balancing of different tree densities with open spaces. This 'park' also feels exposed and vulnerable rather than safe and protected and a joy to pause in, being open to the bitumen car park (south) and to the Fenton Way roadway and carpark exit lane on its other two boundaries.

Reason 3.

Whatever the market valuation Council has had done, this valuation is likely to have inappropriately devalued or ignored the 29 Fenton Way land's importance and value as a long-established and irreplaceable gem of park landscaping.

Did the valuer have any expertise in appropriately valuing properties with significance harden and landscaping values? Was the valuer asked to give full weight to the consideration of this property's long-standing beauty and natural amenity?

If not, then the Council has betrayed this park, and betrayed the local Devonport residents rather than protecting such community assets from unnecessary destruction, and the valuation should be redone correctly.

Reason 4.

Alternative sites exist in or near the CBD; ones that are crying out for redevelopment.

This is particularly the case with 2 Oldaker Street, and the adjacent unnumbered Lot on the eastern side. The gravel, exposed concrete, reo, piles of salvage and a large mound of old bricks and masonry blocks on the site has been a terrible eyesore for local and interstate/overseas visitors for many years!

Surely Council could facilitate the availability of 2 Oldaker Street and its adjacent eastern Lot for the purposes of the Giant Bikes store, cafe and first-floor accommodation apartments.

Reason 5.

Relocating the proposed development to the disused Oldaker Street site would both remove this present ugly scene of neglect - and the blight it puts on the Council's and City's reputation - and avoid the unnecessary sacrifice of an irreplaceable CBD park.

Reason 6.

If there are some insurmountable 'roadblocks' to the development relocating to the 2 Oldaker site, there are a number of the other disused or poorly used double-block, triple block properties along Oldaker Street, east of Fourways worth considering.

Yours sincerely

Andrey Lighthouse-Apse (Master of Contemporary Arts, UTAS)



26 Morris Avenue  
Devonport Tasmania



**DEVONPORT CITY COUNCIL**

ABN: 47 611 446 016

PO Box 604 Devonport TAS 7310 – 137 Rooke Street, Devonport

Telephone 03 6424 0511

Email [council@devonport.tas.gov.au](mailto:council@devonport.tas.gov.au) Web [www.devonport.tas.gov.au](http://www.devonport.tas.gov.au)

## PLANNING PERMIT APPLICATION FORM

Devonport City Council  
Land Use Planning and Approvals Act 1993 (LUPAA)  
Tasmanian Planning Scheme – Devonport 2020

### Use or Development Site

#### Development Address

84-86 Hillcrest Road  
Devonport 7310

#### Certificate of Title Reference No.:

197889/1

### Applicant's Details

#### Who is applying

Company

#### Company Name

MinD Architects

#### ACN

633766355

#### Postal Address

1 stayner court  
glen waverley, VIC 3150  
Australia

#### Telephone

+61410595465

#### Email

[david@mindarchitects.com.au](mailto:david@mindarchitects.com.au)

#### Do you own the property that is being developed?

No



Submission Date: 01/06/2023

**Who would you like the invoice to be made out to?**

Owner

**Owners Details**

if more than one owner, all names must be provided

**Who owns the property?**

Company

**Company Name**

Devonport Property Solutions Pty Ltd

**ACN**

656466705

**Postal Address**

25 Timbertop Drive  
Blackmans Bay, TAS 7052  
Australia

**Assessment of an application for a Use or Development**

Sufficient information must be provided to enable assessment against the requirements of the planning scheme.

**What is proposed?**

Residential Unit Development (35 Units)

**Description of how the use will operate**

Residential Use

**Value of use and/or development**

\$ 7,000,000.00

**Upload Files**

The following information and plans must be provided as part of an application unless the planning authority is satisfied that the information or plan is not relevant to the assessment of the application:

**Upload copy of certificate of title, including title plan and schedule of easements**

- [DA-Consent-Letter-65-Lawrence-Drive.pdf](#)
- [DA-Consent-Letter-84-86-Hillcrest-Rd-Devonport.pdf](#)
- [FolioText-199720-1-1.pdf](#)
- [FolioText-197889-1-1.pdf](#)
- [FolioPlan-199720-1-1.pdf](#)
- [FolioPlan-197889-1-1.pdf](#)

**A site analysis and site plan showing:**



Submission Date: 01/06/2023

- The existing and proposed use(s) on the site
- The boundaries and dimensions of the site
- Topography including contours showing AHD levels and major site features
- Natural drainage lines, watercourses and wetlands on or adjacent to the site
- Soil type
- Vegetation types and distribution, and trees and vegetation to be removed
- The location and capacity of any existing services or easements on the site or connected to the site
- Existing pedestrian and vehicle access to the site
- The location of existing adjoining properties, adjacent buildings and their uses
- Any natural hazards that may affect use or development on the site
- Proposed roads, driveways, car parking areas and footpaths within the site
- Any proposed open space, communal space, or facilities on the site
- Main utility service connection points and easements
- Proposed subdivision lot boundaries, where applicable
- Details of any proposed fencing

**Upload a detailed site plan that includes a floor plan, layouts and elevations**

- [84-86-Hillcrest-Road\\_Architectural-Drawings.pdf](#)
- [84-86-Hillcrest-Road\\_Subdivison-Approval.pdf](#)
- [84-86-Hillcrest-Road\\_Civil-Hydraulic-Drawings.pdf](#)

**Are you planning on constructing a building?**

Yes

**Where it is proposed to erect buildings, a detailed layout plan of the proposed buildings with dimensions showing:**

- Setbacks of buildings to property (title) boundaries
- The internal layout of each building on the site
- The private open space for each dwelling
- External storage spaces
- Car parking space location and layout
- Elevations of every building to be erected
- The relationship of the elevations to natural ground level, showing any proposed cut or fill
- Shadow diagrams of the proposed buildings and adjacent structures showing the extent of shading of adjacent private open spaces and external windows of buildings on adjacent sites
- Materials and colours to be used on roofs and external walls

**Are you proposing any landscaping?**

No

**Notification of Landowner/s**

(s.52 Land Use Planning and Approvals Act,1993)

**Who owns the land?**

Individual / Company



Submission Date: 01/06/2023

I,  
wai ho au

declare that the owner/s of the land has / have been notified of my intention to make this application.

**Date**  
01/06/2023

### Agreement

I apply for consent to carry out the development described in this application. I declare that all the information given is true and correct. I also understand that:

- if incomplete, the application may be delayed or rejected; and
- more information may be requested in accordance with s.54 (1) of LUPAA.

### PUBLIC ACCESS TO PLANNING DOCUMENTS - DISCRETIONARY PLANNING APPLICATIONS (s.57 of LUPAA)

✓ I understand that all documentation included with a discretionary application will be made available for inspection by the public.

### Privacy Policy

✓ I agree to the privacy policy of the Devonport City Council.

[Click Here to view our Privacy Policy \(Opens in a new tab\)](#)

**Date**  
01/06/2023

PRIVACY ACT The personal information requested on this form is being collected by Council for processing applications under the Land Use and Planning Approvals Act 1993 and will only be used in connection with the requirements of this legislation. Council is to be regarded as the agency that holds the information.



**1/6/23**

**This letter gives permission to Devonport Property Solutions and their consultants & Architects Mind Architects to lodge a Development Application on their behalf to the Devonport City Council consent is also given by the current land owner Heather Ann Rippin of 65 Lawrence Drive Devonport title reference number 199720/1 to lodge the Development Application as requested by both parties.**

**Heather Ann Rippin**

*H. Rippin*

1/6/23

This letter gives permission to Devonport Property Solutions and their consultants & Architects Mind Architects to lodge a Development Application on their behalf to the Devonport City Council consent is also given by the current land owners Paul Huston & Genevieve Huston of 84-86 Hillcrest Road Devonport title reference number 197889/1 to lodge the Development Application on the land of which they currently own.

Paul Huston



Genevieve Huston



**RESULT OF SEARCH**

## RECORDER OF TITLES

*Issued Pursuant to the Land Titles Act 1980*

## SEARCH OF TORRENS TITLE

VOLUME 199720	FOLIO 1
EDITION 4	DATE OF ISSUE 01-May-2017

SEARCH DATE : 15-Sep-2021

SEARCH TIME : 09.46 AM

DESCRIPTION OF LAND

City of DEVONPORT

Lot 1 on Plan 199720

Derivation : Part of Lot 1753 Gtd. to J.H. McCall

Prior CT 2285/75

SCHEDULE 1

C371869, M622249 & M622249 HEATHER ANN RIPPIN Registered  
01-May-2017 at 12.02 PM

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

BENEFITING EASEMENT: a right of carriageway over the road  
widening marked C.D. on Plan No. 199720

BENEFITING EASEMENT: Right of Drainage over the drainage  
easement marked A.B. on Plan No. 199720

BURDENING EASEMENT: Right of Drainage [appurtenant to Lots 16  
to 21 on Diagram No. 260/4 and to the land comprised  
in Diagram No. 424/26) over the Drainage Easement  
marked A.E. on Plan No. 199720

BURDENING EASEMENT: Right of Drainage [appurtenant to Lot 1 on  
Sealed Plan No. 1263) over the Drainage Easement  
marked F.G. on Plan No. 199720

UNREGISTERED DEALINGS AND NOTATIONS

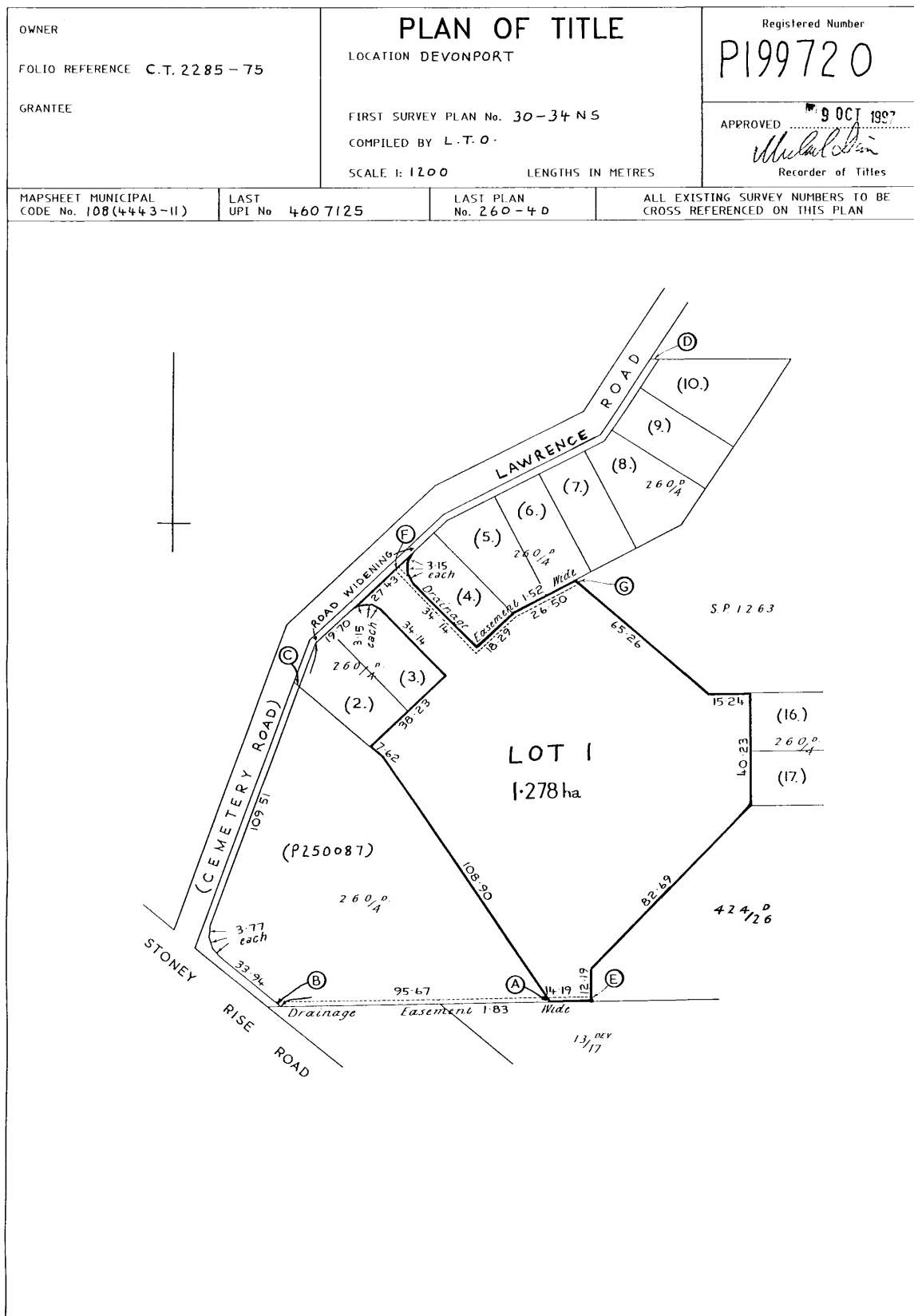
No unregistered dealings or other notations



# FOLIO PLAN

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



SEARCH DATE : 03-Nov-2022

SEARCH TIME : 03.06 PM

Galilee solicitors

DESCRIPTION OF LAND

City of DEVONPORT

Lot 1 on Plan 197889

Derivation : Part of Lot 1753 Granted to J.M. McCall

Prior CT 2670/44

SCHEDULE 1

M808983 TRANSFER to GARY PAUL HUSTON and GENEVIEVE JOLIGON  
HUSTON Registered 16-Mar-2020 at 12.01 PM

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

✓ **BENEFITING** EASEMENT: A right of drainage (appurtenant to the  
land comprised herein except the land marked J.K.L.M.  
on Plan No. 197889) over the drainage easement marked  
F.G. on Plan No. 197889

✓ **BENEFITING** EASEMENT: A right of drainage over the drainage  
easement marked A.B. on Plan No. 197889

**BURDENING** EASEMENT: A right of drainage (appurtenant to Lots  
16-19 on Diagram No. 424/26) over the drainage  
easement marked B.C.D.E. on Plan No. 197889

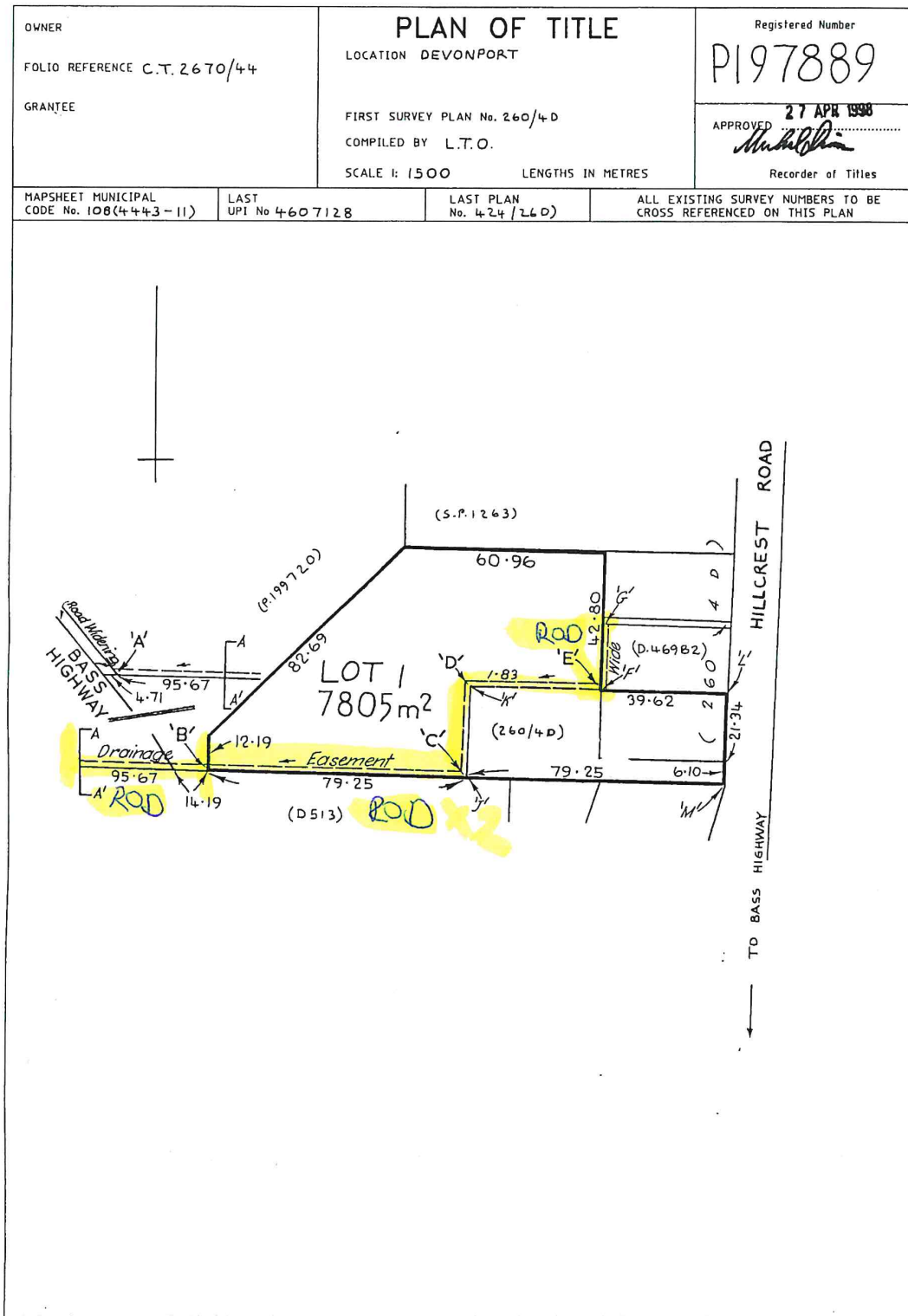
**BURDENING** EASEMENT: A right of drainage (appurtenant to the  
land situate between Lots 18 & 19 on Diagram No.  
260/4) over the drainage easement marked B.C.D.E. on  
Plan No. 197889

A147920 FENCING CONDITION in Transfer

E205349 **MORTGAGE to Members Equity Bank Limited** Registered  
16-Mar-2020 at 12.02 PM

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations







**PA2023.0086 - 84-86 Hillcrest Road & 65 Lawrence Drive**

This map is made available for the purpose of providing access to Devonport City Council information and not as professional advice. The information contained on the map is diagrammatic only. All information should be verified on site, or with the appropriate State Government Department or Council Office, prior to being used for any purpose.

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Printed: 08-11-2023 14:25:41



**Devonport  
City Council**

## Environmental Service & Design

ABN: 97 107 517 144



25 June 2021

Paul Huston  
84-86 Hillcrest Road  
Devonport TAS 7310

Dear Paul,

**RE: Preliminary Site Investigation – 84-86 Hillcrest Road Devonport TAS 7310**

Environmental Service and Design (ES&D) has investigated the site at 84-86 Hillcrest Road Devonport TAS 7310, in relation to any potentially contaminating activities formerly conducted thereon, including risk to potential receptors and other potential environmental issues which may arise due to development activities.

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

The investigation comprised a Preliminary Site Investigation as defined in NEPM Schedule B2, Section 2.1:

“Preliminary site investigations (PSIs) usually include a desktop study to collect basic site information and identify the site characteristics (site location, land use, site layout, building construction, geological and hydrogeological setting, historical land uses and activities at the site), a site inspection and interviews with current and past owners, operators and occupiers of the site and nearby sites.

The preliminary investigation should be sufficient to:

- identify potential sources of contamination and determine potential contaminants of concern;
- identify areas of potential contamination;

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

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

It was concluded that the site does not present risk to potential receptors identified in the Conceptual Site Model (CSM).

As per Section C14.4.1 of the Tasmania Planning Scheme – Devonport:

- (c) any use or development where a site history prepared by a site contamination practitioner or a person approved by the Director for the purpose of this code, has been provided to the planning authority and that site history confirms potentially contaminating activities did not contaminate the site;

As per NEPM Schedule B2, Section 2.1, it was concluded that:

- No further investigation is required.

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

Yours sincerely,



---

Rod Cooper BSc., CEnvP Site Contamination  
Principal Consultant ES&D

---

# Preliminary Site Investigation

---

84-86 Hillcrest  
Road Devonport  
TAS 7310

---

**Project No: 7850**

---

**Date: 25/6/2021**

---



ABN: 97 107 517 144  
74 Minna Road  
Heybridge TAS 7316  
Ph: (03) 6431 2999

ACN: 107 517 144  
PO Box 651  
Burnie TAS 7320  
[www.esandd.com.au](http://www.esandd.com.au)



## Document Control

Prepared & Published by:	ES&D		
Version:	Final		
File:	7850		
Contact:	Rod Cooper		
Phone No:	(03) 6431 2999		
Prepared For:	Paul Huston		
Version:			Date:
DRAFT 1	R McCormack	ES&D	22/06/2021
FINAL	Rod Cooper	ES&D	25/06/2021

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

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**PSI - 84-86 Hillcrest Road Devonport TAS 7310**

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## 1 Introduction

Environmental Service and Design (ES&D) were commissioned their client Paul Huston to undertake a Preliminary Site Investigation (PSI) on the proposed development at 84-86 Hillcrest Road Devonport TAS 7310. The site has triggered the potentially contaminated land code due to a fuel tank previously buried onsite.

The objective of the PSI was to conduct a site inspection and collate site historical information to determine whether activities have occurred on or near the site which may result in contamination of the land and if so, whether the level of risk will increase with the proposed or future development.

Code C14 (Potentially Contaminated Land Code) of the Tasmania Planning Scheme – Devonport stipulates its purpose is:

*To ensure that use or development of potentially contaminated land does not adversely impact on human health or the environment.*

The application of this code (applicable to this report) is for development, on land that:

*The planning authority knows to have been used for a potentially contaminating activity*

**The following use and development are exempt for the code (applicable to this report):**

**C14.4.1 (c)** *any use or development where a site history prepared by a site contamination practitioner or a person approved by the Director for the purpose of this code, has been provided to the planning authority and that site history confirms potentially contaminating activities did not contaminate the site;*

## 2 Author Details

The preliminary site investigation was prepared by R McCormack and reviewed/certified by R Cooper, CEnvP Site Contamination and Principal Consultant, both of ES&D.

### 3 Scope of Works

The scope of the preliminary site investigation included:

- Desktop review of the site and surrounding land use history;
- Obtaining information from Work Safe Tasmania (WST) regarding potential storage of dangerous substances in the area surrounding the property;
- Determination of potential contaminants of concern;
- Field investigations and site visit;
- Consideration of the site's environmental settings;
- Identification of potential human and ecological receptors and consideration of risks to identified receptors;
- Development of a Conceptual Site Model (CSM); and,
- Preparation of the assessment report.

### 4 Basis for Assessment

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

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

### 5 Information Sources

- Historic Dangerous Substances license information associated with WorkSafe Tasmania, Department of Justice;
- (the LIST) Land Information System Tasmania ([www.thelist.tas.gov.au](http://www.thelist.tas.gov.au)), accessed 17/06/2021;

- (GIP) DPIPWE Groundwater Information Portal (<http://wrt.tas.gov.au/groundwater-info>);
- Tasmania Planning Scheme – Devonport ([www.iplan.tas.gov.au](http://www.iplan.tas.gov.au)), accessed 17/06/2021;
- National Environment Protection (assessment of Site Contamination) Amendment Measure 2013 (no. 1).
- Google Earth Pro, accessed 17/06/2021
- Site visit and interviews with the owner.

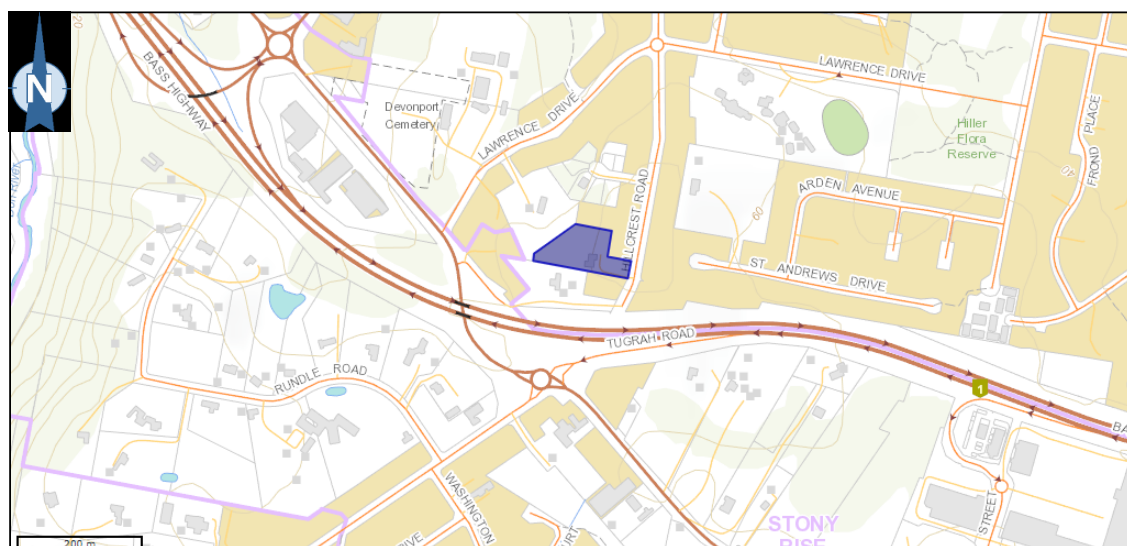
## 6 Site Details

### 6.1 Site Identification

The site comprises the following properties (Table 1):

**Table 1: Site details**

Street Address	Property ID	Title Reference	App. Area (m2)
84-86 Hillcrest Road	6334976	197889/1	7900

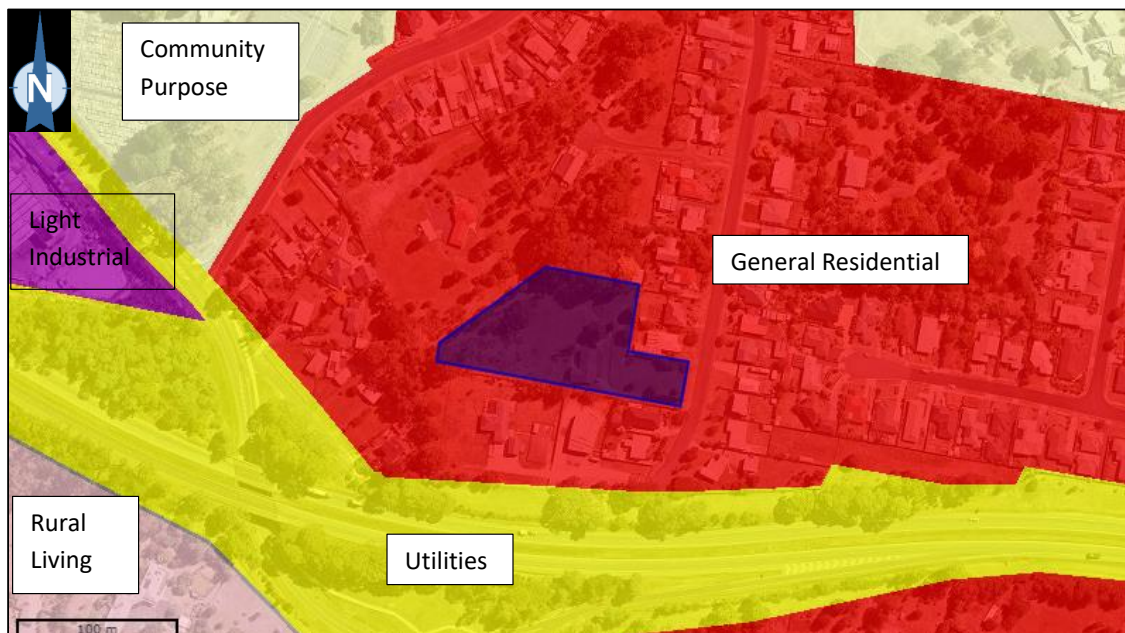


**PSI - 84-86 Hillcrest Road Devonport TAS 7310**

**Figure 1: Site location**

## 6.2 Zoning

The site is currently zoned “General Residential” (Tasmania Planning Scheme, Figure 2) and is surrounded by “General Residential” zoning. “Light Industrial” zoning is present to the west, “Utilities (roads)” to the south. The current zoning will not change as part of the proposed development.



**Figure 2: Zoning – General Residential**

## 7 Site Description

The subject site is in a general residential area in Devonport, Tasmania. The site is bounded by residential properties on all sides. The proponent wishes to subdivide the land with two additional lots being added at the eastern end of the site.

## 8 Geology, Hydrology and Hydrogeology

### 8.1 Topography

A review of Google Earth indicates the local topography is relatively flat at the eastern end of the property, with elevations around 72 m AHD. The slope drops off to the west of the dwelling and shed down to 65 m AHD at the western boundary.

### 8.2 Surface Water

The nearest major surface water body is the Don River which is approximately 820 m to the west from the western boundary. A small tributary is shown to originate 515 m west of the site (TheLIST topographic basemap), the aerial image shows no evidence of this watercourse until over 1 km to the northwest of the site. There is a small dam located 380 m to the west of the site. Google Earth images from October 2016, April 2017, November 2018 and July 2019 show the water level decreasing and eventually the dam drying up.

### 8.3 Regional Geology

The Mineral Resources Tasmania Digital Geological Atlas, 1:25,000 Series, Devonport sheet, shows the site to be located on Jurassic aged *"dolerite and related rock"*

### 8.4 Regional Hydrogeology

Groundwater is likely to flow towards the Don River. A representation of likely groundwater flow direction according to changes in topography is presented in Figure 3. Reference to the Department of Primary Industries, Parks, Water and Environment (DPIPWE) Groundwater Information Access Portal indicates there are two registered bores within 500m of the site, one to the north (bore ID 4593) and one to the northeast (bore ID 15001). These bores were last measured in 1985 and 1992 respectively and were both assessed as functioning. Groundwater is not extracted for drinking purposes in the area, water is supplied to the area from TasWater infrastructure.



Figure 3: Inferred Groundwater Flow Direction

## 8.5 Acid Sulphate Soils

Review of the LIST (Land Information System Tasmania) shows that the site is not in an area with potential for acid sulphate soils. Based on this, no management for acid sulphate soils is required.

## 9 Site History

The following information has been reviewed to determine the historical land use and assess the likelihood of potentially contaminating activities occurring on the site:

- WorkSafe Tasmania Dangerous Goods Records;
- Anecdotal information; and
- Historical aerial photographs

A title search was not deemed necessary after reviewing other documents and conducting interviews. EPA Property Information Request was not completed at the request of the client due to time constraints.



### 9.1 WorkSafe Tasmania Dangerous Goods Licenses

A search of the Historic WorkSafe Tasmania Dangerous Goods Licenses information was conducted. A single fuel tank (300 gallons) was found to have been buried onsite. Approval for the installation was granted on 26<sup>th</sup> of November 1970 and notice of removal given 13<sup>th</sup> of September 1971.

### 9.2 Historical Aerial photography

A review of historical aerial photographs available on the LIST and Google Earth was undertaken to identify any historical potentially contaminating land uses in the area. Photos from 1981, 1989, 1997 and 2011 are shown in (Figure 4-Figure 6) below.



Figure 4: Aerial 1969 (Source: TheLIST)



Figure 5: Aerial 1984 (Source: TheLIST)



Figure 6: Aerial 2016 (Source: Google Earth)

**PSI - 84-86 Hillcrest Road Devonport TAS 7310**

## **10 Site History Summary**

The site is currently a residential property, with the majority open space with sparse trees. The history search, interviews and site visit outlined the site has been occupied by residential properties since at least 1969 with the aforementioned fuel tank the only potentially contaminating activities occurring.

## **11 Potential Site Contamination**

### **11.1 Onsite contamination**

The previously buried fuel tank is the only onsite contamination source.

### **11.2 Offsite Sources**

There were no offsite sources detected.

## **12 Site Visit**

A site inspection by Environmental Service and Design representative occurred on the 11<sup>th</sup> of June 2021. Site photographs are provided below in Figure 7-Figure 10. Soil samples were taken at the location of the previously installed fuel tank at 0.2 m and composite 1.2 – 1.5 m below the surface. A layer of straw and mud was cleared from the bore hole site (Figure 7) prior to drilling. This soil was tested for hydrocarbons and lead.

All onsite sheds and buildings were checked and there were no observed impacts on the buildings nor soil of contaminants from activities within the sheds. There were no observed commercial scale works onsite. Thus no soil samples were deemed to be required. This was a risk based decision considering sensitive receptors and future uses. There was not a large volume of asbestos onsite, but a register prior to demolition is recommended.





Figure 7: Northeast side of the shed (borehole location)



Figure 8: Northwest side of shed



Figure 9: Looking west across the property



Figure 10: Looking east over the proposed Lot 1 location



### 13 Results

The results from the soil testing are shown below in Table 2. All values tested for were below the limit of recovery (LOR) except for lead, which was below the NEPM health-based investigation level.

A field duplicate was taken for the deeper sample.

**Table 2: Soil test results**

Contaminate	0.2 m	1.2 – 1.5 m	Health-based investigation levels (NEPM)
<b>Lead (mg/kg)</b>	<b>14</b>	<b>10</b>	<b>300</b>

### 14 Potential Receptors

A final Conceptual Site Model (CSM) (Table 3) was developed after consideration of risks to potential human receptors as outlined below.

Risks to human health from hydrocarbon contamination can arise via the inhalation route when people are exposed to vapours for extended periods, including from vapour intrusion into built spaces, and/or by direct contact with contaminated soil, surface water or groundwater (e.g., ingestion, dermal contact).

Future workers involved in the construction of the development were considered in the preliminary CSM, along with subsurface workers and future commercial/industrial site users.

**Table 3: Final Conceptual Site Model**

Contamination Source	COPC	Pathway	Receptor
Historical below ground petroleum storage systems (UPSS)	<ul style="list-style-type: none"> <li>● Total Petroleum Hydrocarbons (TPH)</li> <li>● Total Recoverable Hydrocarbons (TRH)</li> <li>● BTEX</li> <li>● PAH's</li> <li>● Phenols</li> <li>● Lead</li> </ul>	<b>Dermal, groundwater and vapour intrusion.</b>  <b>No detected contamination</b>	<ul style="list-style-type: none"> <li>● Future occupants</li> <li>● Subsurface workers</li> <li>● Surrounding site users</li> </ul>

## 15 Conclusions and Recommendations

Environmental Service and Design (ES&D) were commissioned by their client, Paul Huston, to conduct a Preliminary Site Investigation for the proposed subdivision at 84-86 Hillcrest Road Devonport TAS 7310.

The results of the preliminary site investigation, based on the site history and desktop assessment, including a search of WorkSafe Dangerous Goods Records, indicated that there was previously a UPSS at the site which was removed in 1971. ES&D completed a site inspection and there was no evidence of environmental contamination at the site and therefore no risk to the proposed development.

There were no offsite sources encountered which may pose a risk to receptors at the site.

A CSM was constructed and is shown in Table 3. A risk assessment was then conducted according to the principles and methodology contained within the NEPM and found no increased risk to human health receptors associated with the development, therefore requirements under Code C14 (Potentially Contaminated Land Code) of the Tasmania Planning Scheme – Devonport are met. ES&D propose the development proceed.

Yours sincerely,



---

Rod Cooper BSc., CEnvP Site Contamination  
Principal Consultant ES&D





## References

Department of Primary Industries, Parks, Water and Environment (DPIPWE) Groundwater Information Access Portal: <http://wrt.tas.gov.au/groundwater-info/>

GREEN, D.C. (compiler) 2004. Digital Geological Atlas 1:25 000 Scale Series. Sheet 4444. Devonport. Mineral Resources Tasmania.

Land Information System Tasmania (the List): [www.thelist.tas.gov.au](http://www.thelist.tas.gov.au)

National Environmental Protection (Assessment of Site Contamination) Measure, *Guideline on the Investigation Levels for Soil and Groundwater*, Schedule B (1), (1999) as amended 2013

## **Appendices**

**PSI – 84-86 Hillcrest Road Devonport TAS 7310**

## **Appendix 1 – Site Plan**

**PSI – 84-86 Hillcrest Road Devonport TAS 7310**



## **Appendix 2 – WorkSafe Tasmania Correspondence**

PSI – 84-86 Hillcrest Road Devonport TAS 7310

49709



File No. R 272

DEPARTMENT OF MINES, TASMANIA

SUBJECT: A. T. ROBINSON

FILE TITLE: 84, HILLCREST RD,

ADDRESS: DEVONPORT

*Cancelled  
15-9-71, (K)*



13th September, 1971.

Ref: 20/R.51

The Director of Mines,  
Department of Mines,  
Hobart, Tasmania, 7001.

A.T. Robinson, 84 Hillcrest Road, Devonport

Would you please cancel the inflammable liquid  
licence held by the above as the underground tank  
previously installed has been removed from the premises.

*HEM*  
H.E. Medwin  
INSPECTOR OF EXPLOSIVES

FORM 7  
TASMANIA

Inflammable Liquids Act 1929

1. L. R272  
Cheque \$1-00 Reg. 78  
30/4/71

DofM	S & A	CG	CC & M	D.S.M.E.
RECEIVED 30 APR 1971				Registrar E & IL

**APPLICATION FOR LICENCE IN RESPECT OF PREMISES FOR  
KEEPING OF INFLAMMABLE LIQUIDS OR DANGEROUS COMMODITIES**

- Applicant's Full Name ALAN TREVOR ROBINSON
- Applicant's Occupation BAKER
- Postal Address 159-200 84 HILLCREST Rd.
- Situation of Premises to be Licensed 84 HILLCREST Rd.
- Name of Municipality and Town or Township within which, or within five miles of which, premises are situated DEVONPORT
- Name and quantity to be ~~manufactured~~ kept under this Application:—
  - Inflammable Liquid Class A PETROL, 300 gall  
(Petrol, etc.)
  - Inflammable Liquid Class B \_\_\_\_\_  
(Kerosene, etc.)
  - Dangerous Commodity \_\_\_\_\_
- Number of Tanks and Package Storage Areas under this Application 1 TANK
- Name and Total Quantity to be kept:—
  - Inflammable Liquid Class A PETROL 300 gall  
(Petrol, etc.)
  - Inflammable Liquid Class B \_\_\_\_\_  
(Kerosene, etc.)
  - Dangerous Commodity \_\_\_\_\_
- Total Number of Tanks and ~~Package Storage Areas~~ installed 1 TANK

I declare that the above statements and answers are true to the best of my knowledge and belief.

(Signed) Alan T Robinson

Dated this 29th day of April, 19 71

(This Application, with Licence Fee of \$ 1-00, to be forwarded to half year fee.)

DIRECTOR OF MINES—DEPT OF MINES  
34 DAVEY STREET (G.P.O. Box 124B),  
HOBART, TASMANIA 7001

**FOR OFFICE USE ONLY**

File <u>R272</u>	Receipt No. . . . . <u>11744</u>	Initials
Licence No. <u>8638</u>	Amount of Cash/Cheque . . \$	
	Date . . . . .	

(Scale of fees is shown on reverse hereof)



RECEIVED	5 APR 1971
ANSWERED	
DEPT. OF MINES	
REF. NO.	3195/1

Department of Mines,  
Tasmania.

Date 31 / 3 / 1971.

For the Director of Mines, Hobart  
From the Inspector of Explosives ..... Burnie

RECORD OF INSPECTION OF INSTALLATION

Premises of: A.T. & C.J. Robinson  
Known as:  
Premises at: 84 Hillcrest Road, Devonport  
Oil Company: Caltex Oil Co.  
Date of Approval: 26/11/1970  
Date of Inspection: 31/3/1971  
Finding: ~~Unsuitable~~ } for Licensing  
Suitable }  
Pump Outfit ~~package~~ Storage Area: a 1x300 u/g tank with pump  
Variation from Approval: No  
Application Form: Left with occupier/~~Forwarded herewith~~  
Amount of Fee advised Yes/~~No~~ \$1 half fee

.....*W. E. McLean*.....  
INSPECTOR OF EXPLOSIVES

*huv.*

(Regulation 78)

FORM 5

11074

TASMANIA

*Inflammable Liquids Act 1929*

Nº 1362

Fee, \$2

Granted to A.T. & C.J. Robinson,

84 Hillcrest Rd.,

DEVONPORT.

**Approval of Site and Construction of Premises for Keeping Inflammable Liquids  
or Dangerous Commodities or the Alteration thereof**

Approval for the \*site and construction \*alteration of the site and construction as shown on the approved plans and specifications of a \*package/storage area/\*tank for the undermentioned inflammable liquids and dangerous commodities, subject to the provisions of the *Inflammable Liquids Act 1929*, and regulations being observed and subject to the undermentioned special con-

ditions, situate at 84 Hillcrest Road,

Devonport.

This approval is valid only for one year from the date of issue.

Date of issue 26.11.1970.

Chief Inspector of Explosives

J. L. Clark  
Inspector of Explosives

Inflammable liquid: Class A ..... Gallons

Class B ..... Gallons

Dangerous commodities: .....

**SPECIAL CONDITIONS**

Install 1 x 300 gal. U/G tank

\* Strike out if inapplicable

44981



CALTEX PROPOSED 1x300 Gallon Storage Tank for Gasoline

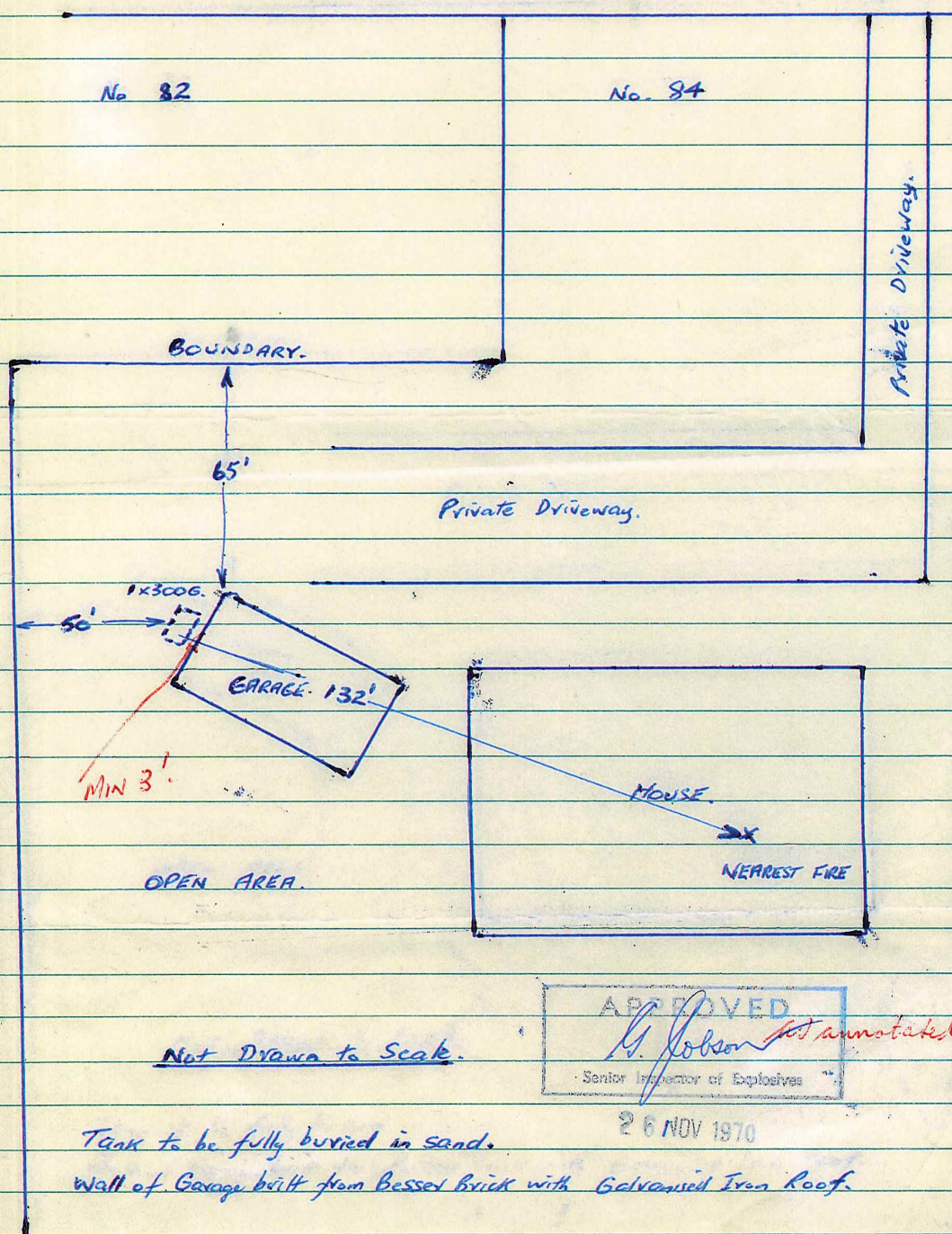
532A

AT FTL & C J ROBINSON 84 HILLCREST ROAD DEVONPORT.

RECEIVED	20 NOV 1970
ANSWERED	DEPT. OF MINES
REF. NO.	7842/70

Cash  
\$2.00  
20/11/70  
11094

HILLCREST ROAD



### **Appendix 3 – NATA Certified Results**

PSI – 84-86 Hillcrest Road Devonport TAS 7310



## CERTIFICATE OF ANALYSIS

<b>Work Order</b>	<b>: EM2110836</b>	<b>Page</b>	: 1 of 5
<b>Client</b>	<b>: ENVIRONMENTAL SERVICE AND DESIGN PTY LTD</b>	<b>Laboratory</b>	: Environmental Division Melbourne
<b>Contact</b>	: REUBEN MCCORMACK	<b>Contact</b>	: Shirley LeCornu
<b>Address</b>	: 80 MINNA ROAD PO BOX 651 HEYBRIDGE TASMANIA, AUSTRALIA 7316	<b>Address</b>	: 4 Westall Rd Springvale VIC Australia 3171
<b>Telephone</b>	: ----	<b>Telephone</b>	: +6138549 9630
<b>Project</b>	: 7850 84-84 Hillcrest Rd PSI	<b>Date Samples Received</b>	: 09-Jun-2021 10:55
<b>Order number</b>	: ----	<b>Date Analysis Commenced</b>	: 10-Jun-2021
<b>C-O-C number</b>	: ----	<b>Issue Date</b>	: 11-Jun-2021 16:19
<b>Sampler</b>	: REUBEN MCCORMACK		
<b>Site</b>	: ----		
<b>Quote number</b>	: EN/222		
<b>No. of samples received</b>	: 3		
<b>No. of samples analysed</b>	: 3		



Accreditation No. 825  
Accredited for compliance with  
ISO/IEC 17025 - Testing

This report supersedes any previous report(s) with this reference. Results apply to the sample(s) as submitted, unless the sampling was conducted by ALS. This document shall not be reproduced, except in full.

This Certificate of Analysis contains the following information:

- General Comments
- Analytical Results
- Surrogate Control Limits

**Additional information pertinent to this report will be found in the following separate attachments: Quality Control Report, QA/QC Compliance Assessment to assist with Quality Review and Sample Receipt Notification.**

### Signatories

This document has been electronically signed by the authorized signatories below. Electronic signing is carried out in compliance with procedures specified in 21 CFR Part 11.

<i>Signatories</i>	<i>Position</i>	<i>Accreditation Category</i>
Nancy Wang	2IC Organic Chemist	Melbourne Organics, Springvale, VIC
Nikki Stepniewski	Senior Inorganic Instrument Chemist	Melbourne Inorganics, Springvale, VIC

RIGHT SOLUTIONS | RIGHT PARTNER

Page : 2 of 5  
Work Order : EM2110836  
Client : ENVIRONMENTAL SERVICE AND DESIGN PTY LTD  
Project : 7850 84-84 Hillcrest Rd PSI



### General Comments

The analytical procedures used by ALS have been developed from established internationally recognised procedures such as those published by the USEPA, APHA, AS and NEPM. In house developed procedures are fully validated and are often at the client request.

Where moisture determination has been performed, results are reported on a dry weight basis.

Where a reported less than (<) result is higher than the LOR, this may be due to primary sample extract/digestate dilution and/or insufficient sample for analysis.

Where the LOR of a reported result differs from standard LOR, this may be due to high moisture content, insufficient sample (reduced weight employed) or matrix interference.

When sampling time information is not provided by the client, sampling dates are shown without a time component. In these instances, the time component has been assumed by the laboratory for processing purposes.

Where a result is required to meet compliance limits the associated uncertainty must be considered. Refer to the ALS Contact for details.

Key : CAS Number = CAS registry number from database maintained by Chemical Abstracts Services. The Chemical Abstracts Service is a division of the American Chemical Society.

LOR = Limit of reporting

^ = This result is computed from individual analyte detections at or above the level of reporting

ø = ALS is not NATA accredited for these tests.

~ = Indicates an estimated value.

- Benzo(a)pyrene Toxicity Equivalent Quotient (TEQ) per the NEPM (2013) is the sum total of the concentration of the eight carcinogenic PAHs multiplied by their Toxicity Equivalence Factor (TEF) relative to Benzo(a)pyrene. TEF values are provided in brackets as follows: Benz(a)anthracene (0.1), Chrysene (0.01), Benzo(b+j) & Benzo(k)fluoranthene (0.1), Benzo(a)pyrene (1.0), Indeno(1.2.3.cd)pyrene (0.1), Dibenz(a,h)anthracene (1.0), Benzo(g,h,i)perylene (0.01). Less than LOR results for 'TEQ Zero' are treated as zero, for 'TEQ 1/2LOR' are treated as half the reported LOR, and for 'TEQ LOR' are treated as being equal to the reported LOR. Note: TEQ 1/2LOR and TEQ LOR will calculate as 0.6mg/Kg and 1.2mg/Kg respectively for samples with non-detects for all of the eight TEQ PAHs.
- EP080: Where reported, Total Xylenes is the sum of the reported concentrations of m&p-Xylene and o-Xylene at or above the LOR.
- EP075(SIM): Where reported, Total Cresol is the sum of the reported concentrations of 2-Methylphenol and 3- & 4-Methylphenol at or above the LOR.



Page : 3 of 5  
 Work Order : EM2110836  
 Client : ENVIRONMENTAL SERVICE AND DESIGN PTY LTD  
 Project : 7850 84-84 Hillcrest Rd PSI



## Analytical Results

Sub-Matrix: SOIL (Matrix: SOIL)				Sample ID	S1	1.5	FD	----	----
Sampling date / time					08-Jun-2021 15:00	08-Jun-2021 15:00	08-Jun-2021 15:00	----	----
Compound	CAS Number	LOR	Unit		EM2110836-001	EM2110836-002	EM2110836-003	-----	-----
					Result	Result	Result	----	----
<b>EA055: Moisture Content (Dried @ 105-110°C)</b>									
Moisture Content	----	1.0	%		20.3	27.4	23.4	----	----
<b>EG005(ED093)T: Total Metals by ICP-AES</b>									
Lead	7439-92-1	5	mg/kg		14	10	9	----	----
<b>EP075(SIM)B: Polynuclear Aromatic Hydrocarbons</b>									
Naphthalene	91-20-3	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Acenaphthylene	208-96-8	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Acenaphthene	83-32-9	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Fluorene	86-73-7	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Phenanthrene	85-01-8	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Anthracene	120-12-7	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Fluoranthene	206-44-0	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Pyrene	129-00-0	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Benzo(a)anthracene	56-55-3	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Chrysene	218-01-9	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Benzo(b+j)fluoranthene	205-99-2 205-82-3	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Benzo(k)fluoranthene	207-08-9	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Benzo(a)pyrene	50-32-8	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Indeno(1.2.3.cd)pyrene	193-39-5	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Dibenz(a.h)anthracene	53-70-3	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Benzo(g.h.i)perylene	191-24-2	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
^ Sum of polycyclic aromatic hydrocarbons	----	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
^ Benzo(a)pyrene TEQ (zero)	----	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
^ Benzo(a)pyrene TEQ (half LOR)	----	0.5	mg/kg		0.6	0.6	0.6	----	----
^ Benzo(a)pyrene TEQ (LOR)	----	0.5	mg/kg		1.2	1.2	1.2	----	----
<b>EP080/071: Total Petroleum Hydrocarbons</b>									
C6 - C9 Fraction	----	10	mg/kg		<10	<10	<10	----	----
C10 - C14 Fraction	----	50	mg/kg		<50	<50	<50	----	----
C15 - C28 Fraction	----	100	mg/kg		<100	<100	<100	----	----
C29 - C36 Fraction	----	100	mg/kg		<100	<100	<100	----	----
^ C10 - C36 Fraction (sum)	----	50	mg/kg		<50	<50	<50	----	----
<b>EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions</b>									
C6 - C10 Fraction	C6_C10	10	mg/kg		<10	<10	<10	----	----
^ C6 - C10 Fraction minus BTEX (F1)	C6_C10-BTEX	10	mg/kg		<10	<10	<10	----	----



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 Work Order : EM2110836  
 Client : ENVIRONMENTAL SERVICE AND DESIGN PTY LTD  
 Project : 7850 84-84 Hillcrest Rd PSI



## Analytical Results

Sub-Matrix: SOIL (Matrix: SOIL)				Sample ID	S1	1.5	FD	----	----
Sampling date / time					08-Jun-2021 15:00	08-Jun-2021 15:00	08-Jun-2021 15:00	----	----
Compound	CAS Number	LOR	Unit		EM2110836-001	EM2110836-002	EM2110836-003	-----	-----
				Result	Result	Result	Result	----	----
<b>EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions - Continued</b>									
>C10 - C16 Fraction	----	50	mg/kg		<50	<50	<50	----	----
>C16 - C34 Fraction	----	100	mg/kg		<100	<100	<100	----	----
>C34 - C40 Fraction	----	100	mg/kg		<100	<100	<100	----	----
^ >C10 - C40 Fraction (sum)	----	50	mg/kg		<50	<50	<50	----	----
^ >C10 - C16 Fraction minus Naphthalene (F2)	----	50	mg/kg		<50	<50	<50	----	----
<b>EP080: BTEXN</b>									
Benzene	71-43-2	0.2	mg/kg		<0.2	<0.2	<0.2	----	----
Toluene	108-88-3	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Ethylbenzene	100-41-4	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
meta- & para-Xylene	108-38-3 106-42-3	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
ortho-Xylene	95-47-6	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
^ Sum of BTEX	----	0.2	mg/kg		<0.2	<0.2	<0.2	----	----
^ Total Xylenes	----	0.5	mg/kg		<0.5	<0.5	<0.5	----	----
Naphthalene	91-20-3	1	mg/kg		<1	<1	<1	----	----
<b>EP075(SIM)T: PAH Surrogates</b>									
2-Fluorobiphenyl	321-60-8	0.5	%		88.4	75.3	74.3	----	----
Anthracene-d10	1719-06-8	0.5	%		98.2	85.3	85.5	----	----
4-Terphenyl-d14	1718-51-0	0.5	%		93.0	76.6	77.2	----	----
<b>EP080S: TPH(V)/BTEX Surrogates</b>									
1,2-Dichloroethane-D4	17060-07-0	0.2	%		51.7	56.1	71.0	----	----
Toluene-D8	2037-26-5	0.2	%		55.0	56.5	77.8	----	----
4-Bromofluorobenzene	460-00-4	0.2	%		70.4	79.0	103	----	----

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Work Order : EM2110836  
Client : ENVIRONMENTAL SERVICE AND DESIGN PTY LTD  
Project : 7850 84-84 Hillcrest Rd PSI



### Surrogate Control Limits

Sub-Matrix: SOIL		Recovery Limits (%)	
Compound	CAS Number	Low	High
<b>EP075(SIM)T: PAH Surrogates</b>			
2-Fluorobiphenyl	321-60-8	61	125
Anthracene-d10	1719-06-8	62	130
4-Terphenyl-d14	1718-51-0	67	133
<b>EP080S: TPH(V)/BTEX Surrogates</b>			
1,2-Dichloroethane-D4	17060-07-0	51	125
Toluene-D8	2037-26-5	55	125
4-Bromofluorobenzene	460-00-4	56	124



## QUALITY CONTROL REPORT

<b>Work Order</b>	<b>: EM2110836</b>	<b>Page</b>	: 1 of 5
<b>Client</b>	<b>: ENVIRONMENTAL SERVICE AND DESIGN PTY LTD</b>	<b>Laboratory</b>	: Environmental Division Melbourne
<b>Contact</b>	: REUBEN MCCORMACK	<b>Contact</b>	: Shirley LeCornu
<b>Address</b>	: 80 MINNA ROAD PO BOX 651 HEYBRIDGE TASMANIA, AUSTRALIA 7316	<b>Address</b>	: 4 Westall Rd Springvale VIC Australia 3171
<b>Telephone</b>	: ----	<b>Telephone</b>	: +6138549 9630
<b>Project</b>	: 7850 84-84 Hillcrest Rd PSI	<b>Date Samples Received</b>	: 09-Jun-2021
<b>Order number</b>	: ----	<b>Date Analysis Commenced</b>	: 10-Jun-2021
<b>C-O-C number</b>	: ----	<b>Issue Date</b>	: 11-Jun-2021
<b>Sampler</b>	: REUBEN MCCORMACK		
<b>Site</b>	: ----		
<b>Quote number</b>	: EN/222		
<b>No. of samples received</b>	: 3		
<b>No. of samples analysed</b>	: 3		



This report supersedes any previous report(s) with this reference. Results apply to the sample(s) as submitted, unless the sampling was conducted by ALS. This document shall not be reproduced, except in full.

This Quality Control Report contains the following information:

- Laboratory Duplicate (DUP) Report; Relative Percentage Difference (RPD) and Acceptance Limits
- Method Blank (MB) and Laboratory Control Spike (LCS) Report; Recovery and Acceptance Limits
- Matrix Spike (MS) Report; Recovery and Acceptance Limits

### Signatories

This document has been electronically signed by the authorized signatories below. Electronic signing is carried out in compliance with procedures specified in 21 CFR Part 11.

<i>Signatories</i>	<i>Position</i>	<i>Accreditation Category</i>
Nancy Wang	2IC Organic Chemist	Melbourne Organics, Springvale, VIC
Nikki Stepniewski	Senior Inorganic Instrument Chemist	Melbourne Inorganics, Springvale, VIC

Page : 2 of 5  
 Work Order : EM2110836  
 Client : ENVIRONMENTAL SERVICE AND DESIGN PTY LTD  
 Project : 7850 84-84 Hillcrest Rd PSI



### General Comments

The analytical procedures used by ALS have been developed from established internationally recognised procedures such as those published by the USEPA, APHA, AS and NEPM. In house developed procedures are fully validated and are often at the client request.

Where moisture determination has been performed, results are reported on a dry weight basis.

Where a reported less than (<) result is higher than the LOR, this may be due to primary sample extract/digestate dilution and/or insufficient sample for analysis. Where the LOR of a reported result differs from standard LOR, this may be due to high

Key : Anonymous = Refers to samples which are not specifically part of this work order but formed part of the QC process lot  
 CAS Number = CAS registry number from database maintained by Chemical Abstracts Services. The Chemical Abstracts Service is a division of the American Chemical Society.  
 LOR = Limit of reporting  
 RPD = Relative Percentage Difference  
 # = Indicates failed QC

### Laboratory Duplicate (DUP) Report

The quality control term Laboratory Duplicate refers to a randomly selected intralaboratory split. Laboratory duplicates provide information regarding method precision and sample heterogeneity. The permitted ranges for the Relative Percent Deviation (RPD) of Laboratory Duplicates are specified in ALS Method QWI-EN/38 and are dependent on the magnitude of results in comparison to the level of reporting: Result < 10 times LOR: No Limit; Result between 10 and 20 times LOR: 0% - 50%; Result > 20 times LOR: 0% - 20%.

Sub-Matrix: **SOIL**

Sub-Matrix: SOIL				Laboratory Duplicate (DUP) Report					
Laboratory sample ID	Sample ID	Method: Compound	CAS Number	LOR	Unit	Original Result	Duplicate Result	RPD (%)	Acceptable RPD (%)
EG005(ED093)T: Total Metals by ICP-AES (QC Lot: 3727608)									
EM2110836-001	S1	EG005T: Lead	7439-92-1	5	mg/kg	14	13	0.0	No Limit
EA055: Moisture Content (Dried @ 105-110°C) (QC Lot: 3728595)									
EM2110836-001	S1	EA055: Moisture Content	----	0.1	%	20.3	21.4	5.2	0% - 20%
EP075(SIM)B: Polynuclear Aromatic Hydrocarbons (QC Lot: 3727593)									
EM2110836-001	S1	EP075(SIM): Naphthalene	91-20-3	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP075(SIM): Acenaphthylene	208-96-8	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP075(SIM): Acenaphthene	83-32-9	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP075(SIM): Fluorene	86-73-7	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP075(SIM): Phenanthrene	85-01-8	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP075(SIM): Anthracene	120-12-7	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP075(SIM): Fluoranthene	206-44-0	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP075(SIM): Pyrene	129-00-0	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP075(SIM): Benz(a)anthracene	56-55-3	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP075(SIM): Chrysene	218-01-9	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP075(SIM): Benzo(b+j)fluoranthene	205-99-2	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
			205-82-3						
		EP075(SIM): Benzo(k)fluoranthene	207-08-9	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP075(SIM): Benzo(a)pyrene	50-32-8	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP075(SIM): Indeno(1,2,3.cd)pyrene	193-39-5	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP075(SIM): Dibenz(a,h)anthracene	53-70-3	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
EP075(SIM): Benzo(g,h,i)perylene	191-24-2	0.5	mg/kg	<0.5	<0.5	0.0	No Limit		
EP080/071: Total Petroleum Hydrocarbons (QC Lot: 3727585)									
EM2110836-001	S1	EP080: C6 - C9 Fraction	----	10	mg/kg	<10	<10	0.0	No Limit
EP080/071: Total Petroleum Hydrocarbons (QC Lot: 3727594)									

Page : 3 of 5  
 Work Order : EM2110836  
 Client : ENVIRONMENTAL SERVICE AND DESIGN PTY LTD  
 Project : 7850 84-84 Hillcrest Rd PSI



Sub-Matrix: SOIL				Laboratory Duplicate (DUP) Report					
Laboratory sample ID	Sample ID	Method: Compound	CAS Number	LOR	Unit	Original Result	Duplicate Result	RPD (%)	Acceptable RPD (%)
EP080/071: Total Petroleum Hydrocarbons (QC Lot: 3727594) - continued									
EM2110836-001	S1	EP071: C15 - C28 Fraction	----	100	mg/kg	<100	<100	0.0	No Limit
		EP071: C29 - C36 Fraction	----	100	mg/kg	<100	<100	0.0	No Limit
		EP071: C10 - C14 Fraction	----	50	mg/kg	<50	<50	0.0	No Limit
		EP071: C10 - C36 Fraction (sum)	----	50	mg/kg	<50	<50	0.0	No Limit
EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions (QC Lot: 3727585)									
EM2110836-001	S1	EP080: C6 - C10 Fraction	C6_C10	10	mg/kg	<10	<10	0.0	No Limit
EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions (QC Lot: 3727594)									
EM2110836-001	S1	EP071: >C16 - C34 Fraction	----	100	mg/kg	<100	<100	0.0	No Limit
		EP071: >C34 - C40 Fraction	----	100	mg/kg	<100	<100	0.0	No Limit
		EP071: >C10 - C16 Fraction	----	50	mg/kg	<50	<50	0.0	No Limit
		EP071: >C10 - C40 Fraction (sum)	----	50	mg/kg	<50	<50	0.0	No Limit
EP080: BTEXN (QC Lot: 3727585)									
EM2110836-001	S1	EP080: Benzene	71-43-2	0.2	mg/kg	<0.2	<0.2	0.0	No Limit
		EP080: Toluene	108-88-3	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP080: Ethylbenzene	100-41-4	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP080: meta- & para-Xylene	108-38-3	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
			106-42-3						
		EP080: ortho-Xylene	95-47-6	0.5	mg/kg	<0.5	<0.5	0.0	No Limit
		EP080: Naphthalene	91-20-3	1	mg/kg	<1	<1	0.0	No Limit

Page : 4 of 5  
 Work Order : EM2110836  
 Client : ENVIRONMENTAL SERVICE AND DESIGN PTY LTD  
 Project : 7850 84-84 Hillcrest Rd PSI



### Method Blank (MB) and Laboratory Control Sample (LCS) Report

The quality control term Method / Laboratory Blank refers to an analyte free matrix to which all reagents are added in the same volumes or proportions as used in standard sample preparation. The purpose of this QC parameter is to monitor potential laboratory contamination. The quality control term Laboratory Control Sample (LCS) refers to a certified reference material, or a known interference free matrix spiked with target analytes. The purpose of this QC parameter is to monitor method precision and accuracy independent of sample matrix. Dynamic Recovery Limits are based on statistical evaluation of processed LCS.

Sub-Matrix: **SOIL**

Sub-Matrix: SOIL				Method Blank (MB) Report	Laboratory Control Spike (LCS) Report			
Method: Compound	CAS Number	LOR	Unit		Result	Spike Concentration	Spike Recovery (%) LCS	Acceptable Limits (%) Low High
EG005(ED093)T: Total Metals by ICP-AES (QCLot: 3727608)								
EG005T: Lead	7439-92-1	5	mg/kg	<5	62.4 mg/kg	96.4	70.0	130
EP075(SIM)B: Polynuclear Aromatic Hydrocarbons (QCLot: 3727593)								
EP075(SIM): Naphthalene	91-20-3	0.5	mg/kg	<0.5	1.5 mg/kg	95.7	85.7	123
EP075(SIM): Acenaphthylene	208-96-8	0.5	mg/kg	<0.5	1.5 mg/kg	91.6	81.0	123
EP075(SIM): Acenaphthene	83-32-9	0.5	mg/kg	<0.5	1.5 mg/kg	94.9	83.6	120
EP075(SIM): Fluorene	86-73-7	0.5	mg/kg	<0.5	1.5 mg/kg	94.8	81.3	126
EP075(SIM): Phenanthrene	85-01-8	0.5	mg/kg	<0.5	1.5 mg/kg	97.5	79.4	123
EP075(SIM): Anthracene	120-12-7	0.5	mg/kg	<0.5	1.5 mg/kg	96.0	81.7	127
EP075(SIM): Fluoranthene	206-44-0	0.5	mg/kg	<0.5	1.5 mg/kg	96.6	78.3	124
EP075(SIM): Pyrene	129-00-0	0.5	mg/kg	<0.5	1.5 mg/kg	99.3	79.9	128
EP075(SIM): Benz(a)anthracene	56-55-3	0.5	mg/kg	<0.5	1.5 mg/kg	96.0	76.9	123
EP075(SIM): Chrysene	218-01-9	0.5	mg/kg	<0.5	1.5 mg/kg	101	80.9	130
EP075(SIM): Benzo(b+j)fluoranthene	205-99-2	0.5	mg/kg	<0.5	1.5 mg/kg	93.9	70.0	121
	205-82-3							
EP075(SIM): Benzo(k)fluoranthene	207-08-9	0.5	mg/kg	<0.5	1.5 mg/kg	94.8	80.4	130
EP075(SIM): Benzo(a)pyrene	50-32-8	0.5	mg/kg	<0.5	1.5 mg/kg	90.8	70.2	123
EP075(SIM): Indeno(1,2,3.cd)pyrene	193-39-5	0.5	mg/kg	<0.5	1.5 mg/kg	88.2	67.9	122
EP075(SIM): Dibenz(a,h)anthracene	53-70-3	0.5	mg/kg	<0.5	1.5 mg/kg	87.0	65.8	123
EP075(SIM): Benzo(g,h,i)perylene	191-24-2	0.5	mg/kg	<0.5	1.5 mg/kg	87.7	65.8	127
EP080/071: Total Petroleum Hydrocarbons (QCLot: 3727585)								
EP080: C6 - C9 Fraction	----	10	mg/kg	<10	36 mg/kg	103	58.6	131
EP080/071: Total Petroleum Hydrocarbons (QCLot: 3727594)								
EP071: C10 - C14 Fraction	----	50	mg/kg	<50	840 mg/kg	86.0	75.0	128
EP071: C15 - C28 Fraction	----	100	mg/kg	<100	2900 mg/kg	92.9	82.0	123
EP071: C29 - C36 Fraction	----	100	mg/kg	<100	1490 mg/kg	90.9	82.4	121
EP071: C10 - C36 Fraction (sum)	----	50	mg/kg	<50	----	----	----	----
EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions (QCLot: 3727585)								
EP080: C6 - C10 Fraction	C6_C10	10	mg/kg	<10	45 mg/kg	96.9	59.3	128
EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions (QCLot: 3727594)								
EP071: >C10 - C16 Fraction	----	50	mg/kg	<50	1110 mg/kg	92.3	77.0	130
EP071: >C16 - C34 Fraction	----	100	mg/kg	<100	3900 mg/kg	90.6	81.5	120
EP071: >C34 - C40 Fraction	----	100	mg/kg	<100	290 mg/kg	80.1	73.3	137
EP071: >C10 - C40 Fraction (sum)	----	50	mg/kg	<50	----	----	----	----
EP080: BTEXN (QCLot: 3727585)								

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Sub-Matrix: SOIL				Method Blank (MB) Report	Laboratory Control Spike (LCS) Report			
					Spike Concentration	Spike Recovery (%) LCS	Acceptable Limits (%) Low      High	
Method: Compound	CAS Number	LOR	Unit	Result				
EP080: BTEXN (QCLot: 3727585) - continued								
EP080: Benzene	71-43-2	0.2	mg/kg	<0.2	2 mg/kg	89.6	61.6	117
EP080: Toluene	108-88-3	0.5	mg/kg	<0.5	2 mg/kg	102	65.8	125
EP080: Ethylbenzene	100-41-4	0.5	mg/kg	<0.5	2 mg/kg	100	65.8	124
EP080: meta- & para-Xylene	108-38-3	0.5	mg/kg	<0.5	4 mg/kg	109	64.8	134
	106-42-3							
EP080: ortho-Xylene	95-47-6	0.5	mg/kg	<0.5	2 mg/kg	108	68.7	132
EP080: Naphthalene	91-20-3	1	mg/kg	<1	0.5 mg/kg	78.1	61.8	123

### Matrix Spike (MS) Report

The quality control term Matrix Spike (MS) refers to an intralaboratory split sample spiked with a representative set of target analytes. The purpose of this QC parameter is to monitor potential matrix effects on analyte recoveries. Static Recovery Limits as per laboratory Data Quality Objectives (DQOs). Ideal recovery ranges stated may be waived in the event of sample matrix interference.

Sub-Matrix: <b>SOIL</b>				Matrix Spike (MS) Report			
				Spike	SpikeRecovery(%)	Acceptable Limits (%)	
Laboratory sample ID	Sample ID	Method: Compound	CAS Number	Concentration	MS	Low	High
EG005(ED093)T: Total Metals by ICP-AES (QCLot: 3727608)							
EM2110836-002	1.5	EG005T: Lead	7439-92-1	250 mg/kg	92.5	80.0	120
EP075(SIM)B: Polynuclear Aromatic Hydrocarbons (QCLot: 3727593)							
EM2110836-002	1.5	EP075(SIM): Acenaphthene	83-32-9	3 mg/kg	92.6	77.2	116
		EP075(SIM): Pyrene	129-00-0	3 mg/kg	95.3	65.5	136
EP080/071: Total Petroleum Hydrocarbons (QCLot: 3727585)							
EM2110836-002	1.5	EP080: C6 - C9 Fraction	----	28 mg/kg	71.7	33.4	124
EP080/071: Total Petroleum Hydrocarbons (QCLot: 3727594)							
EM2110836-003	FD	EP071: C10 - C14 Fraction	----	840 mg/kg	85.8	71.2	125
		EP071: C15 - C28 Fraction	----	2900 mg/kg	94.1	75.6	122
		EP071: C29 - C36 Fraction	----	1490 mg/kg	92.3	78.0	120
EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions (QCLot: 3727585)							
EM2110836-002	1.5	EP080: C6 - C10 Fraction	C6_C10	33 mg/kg	69.5	30.8	120
EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions (QCLot: 3727594)							
EM2110836-003	FD	EP071: >C10 - C16 Fraction	----	1110 mg/kg	92.6	72.2	128
		EP071: >C16 - C34 Fraction	----	3900 mg/kg	91.8	76.5	119
		EP071: >C34 - C40 Fraction	----	290 mg/kg	82.8	66.8	138
EP080: BTEXN (QCLot: 3727585)							
EM2110836-002	1.5	EP080: Benzene	71-43-2	2 mg/kg	58.0	54.4	127
		EP080: Toluene	108-88-3	2 mg/kg	66.2	57.1	131





## QA/QC Compliance Assessment to assist with Quality Review

Work Order	: EM2110836	Page	: 1 of 4
Client	: ENVIRONMENTAL SERVICE AND DESIGN PTY LTD	Laboratory	: Environmental Division Melbourne
Contact	: REUBEN MCCORMACK	Telephone	: +6138549 9630
Project	: 7850 84-84 Hillcrest Rd PSI	Date Samples Received	: 09-Jun-2021
Site	: ----	Issue Date	: 11-Jun-2021
Sampler	: REUBEN MCCORMACK	No. of samples received	: 3
Order number	: ----	No. of samples analysed	: 3

This report is automatically generated by the ALS LIMS through interpretation of the ALS Quality Control Report and several Quality Assurance parameters measured by ALS. This automated reporting highlights any non-conformances, facilitates faster and more accurate data validation and is designed to assist internal expert and external Auditor review. Many components of this report contribute to the overall DQO assessment and reporting for guideline compliance.

Brief method summaries and references are also provided to assist in traceability.

### Summary of Outliers

#### Outliers : Quality Control Samples

This report highlights outliers flagged in the Quality Control (QC) Report.

- **NO** Method Blank value outliers occur.
- **NO** Duplicate outliers occur.
- **NO** Laboratory Control outliers occur.
- **NO** Matrix Spike outliers occur.
- For all regular sample matrices, **NO** surrogate recovery outliers occur.

#### Outliers : Analysis Holding Time Compliance

- **NO** Analysis Holding Time Outliers exist.

#### Outliers : Frequency of Quality Control Samples

- **NO** Quality Control Sample Frequency Outliers exist.

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 Work Order : EM2110836  
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## Analysis Holding Time Compliance

If samples are identified below as having been analysed or extracted outside of recommended holding times, this should be taken into consideration when interpreting results.

This report summarizes extraction / preparation and analysis times and compares each with ALS recommended holding times (referencing USEPA SW 846, APHA, AS and NEPM) based on the sample container provided. Dates reported represent first date of extraction or analysis and preclude subsequent dilutions and reruns. A listing of breaches (if any) is provided herein.

Holding time for leachate methods (e.g. TCLP) vary according to the analytes reported. Assessment compares the leach date with the shortest analyte holding time for the equivalent soil method. These are: organics 14 days, mercury 28 days & other metals 180 days. A recorded breach does not guarantee a breach for all non-volatile parameters.

Holding times for VOC in soils vary according to analytes of interest. Vinyl Chloride and Styrene holding time is 7 days; others 14 days. A recorded breach does not guarantee a breach for all VOC analytes and should be verified in case the reported breach is a false positive or Vinyl Chloride and Styrene are not key analytes of interest/concern.

Matrix: **SOIL**

Evaluation: ✖ = Holding time breach ; ✔ = Within holding time.

Method	Sample Date	Extraction / Preparation			Analysis		
Container / Client Sample ID(s)		Date extracted	Due for extraction	Evaluation	Date analysed	Due for analysis	Evaluation
EA055: Moisture Content (Dried @ 105-110°C)							
Soil Glass Jar - Unpreserved (EA055) S1, FD	1.5, 08-Jun-2021	----	----	----	10-Jun-2021	22-Jun-2021	✔
EG005(ED093)T: Total Metals by ICP-AES							
Soil Glass Jar - Unpreserved (EG005T) S1, FD	1.5, 08-Jun-2021	10-Jun-2021	05-Dec-2021	✔	10-Jun-2021	05-Dec-2021	✔
EP075(SIM)B: Polynuclear Aromatic Hydrocarbons							
Soil Glass Jar - Unpreserved (EP075(SIM)) S1, FD	1.5, 08-Jun-2021	10-Jun-2021	22-Jun-2021	✔	10-Jun-2021	20-Jul-2021	✔
EP080/071: Total Petroleum Hydrocarbons							
Soil Glass Jar - Unpreserved (EP080) S1, FD	1.5, 08-Jun-2021	10-Jun-2021	22-Jun-2021	✔	10-Jun-2021	22-Jun-2021	✔
EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions							
Soil Glass Jar - Unpreserved (EP080) S1, FD	1.5, 08-Jun-2021	10-Jun-2021	22-Jun-2021	✔	10-Jun-2021	22-Jun-2021	✔
EP080: BTEXN							
Soil Glass Jar - Unpreserved (EP080) S1, FD	1.5, 08-Jun-2021	10-Jun-2021	22-Jun-2021	✔	10-Jun-2021	22-Jun-2021	✔

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 Client : ENVIRONMENTAL SERVICE AND DESIGN PTY LTD  
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## Quality Control Parameter Frequency Compliance

The following report summarises the frequency of laboratory QC samples analysed within the analytical lot(s) in which the submitted sample(s) was(were) processed. Actual rate should be greater than or equal to the expected rate. A listing of breaches is provided in the Summary of Outliers.

Matrix: **SOIL**

Evaluation: \* = Quality Control frequency not within specification ; ✓ = Quality Control frequency within specification.

Quality Control Sample Type	Method	Count		Rate (%)			Quality Control Specification
Analytical Methods		QC	Regular	Actual	Expected	Evaluation	
Laboratory Duplicates (DUP)							
Moisture Content	EA055	1	3	33.33	10.00	✓	NEPM 2013 B3 & ALS QC Standard
PAH/Phenols (SIM)	EP075(SIM)	1	3	33.33	10.00	✓	NEPM 2013 B3 & ALS QC Standard
Total Metals by ICP-AES	EG005T	1	3	33.33	10.00	✓	NEPM 2013 B3 & ALS QC Standard
TRH - Semivolatile Fraction	EP071	1	3	33.33	10.00	✓	NEPM 2013 B3 & ALS QC Standard
TRH Volatiles/BTEX	EP080	1	3	33.33	10.00	✓	NEPM 2013 B3 & ALS QC Standard
Laboratory Control Samples (LCS)							
PAH/Phenols (SIM)	EP075(SIM)	1	3	33.33	5.00	✓	NEPM 2013 B3 & ALS QC Standard
Total Metals by ICP-AES	EG005T	1	3	33.33	5.00	✓	NEPM 2013 B3 & ALS QC Standard
TRH - Semivolatile Fraction	EP071	1	3	33.33	5.00	✓	NEPM 2013 B3 & ALS QC Standard
TRH Volatiles/BTEX	EP080	1	3	33.33	5.00	✓	NEPM 2013 B3 & ALS QC Standard
Method Blanks (MB)							
PAH/Phenols (SIM)	EP075(SIM)	1	3	33.33	5.00	✓	NEPM 2013 B3 & ALS QC Standard
Total Metals by ICP-AES	EG005T	1	3	33.33	5.00	✓	NEPM 2013 B3 & ALS QC Standard
TRH - Semivolatile Fraction	EP071	1	3	33.33	5.00	✓	NEPM 2013 B3 & ALS QC Standard
TRH Volatiles/BTEX	EP080	1	3	33.33	5.00	✓	NEPM 2013 B3 & ALS QC Standard
Matrix Spikes (MS)							
PAH/Phenols (SIM)	EP075(SIM)	1	3	33.33	5.00	✓	NEPM 2013 B3 & ALS QC Standard
Total Metals by ICP-AES	EG005T	1	3	33.33	5.00	✓	NEPM 2013 B3 & ALS QC Standard
TRH - Semivolatile Fraction	EP071	1	3	33.33	5.00	✓	NEPM 2013 B3 & ALS QC Standard
TRH Volatiles/BTEX	EP080	1	3	33.33	5.00	✓	NEPM 2013 B3 & ALS QC Standard

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### Brief Method Summaries

The analytical procedures used by the Environmental Division have been developed from established internationally recognized procedures such as those published by the US EPA, APHA, AS and NEPM. In house developed procedures are employed in the absence of documented standards or by client request. The following report provides brief descriptions of the analytical procedures employed for results reported in the Certificate of Analysis. Sources from which ALS methods have been developed are provided within the Method Descriptions.

Analytical Methods	Method	Matrix	Method Descriptions
Moisture Content	EA055	SOIL	In house: A gravimetric procedure based on weight loss over a 12 hour drying period at 105-110 degrees C. This method is compliant with NEPM Schedule B(3).
Total Metals by ICP-AES	EG005T	SOIL	In house: Referenced to APHA 3120; USEPA SW 846 - 6010. Metals are determined following an appropriate acid digestion of the soil. The ICPAES technique ionises samples in a plasma, emitting a characteristic spectrum based on metals present. Intensities at selected wavelengths are compared against those of matrix matched standards. This method is compliant with NEPM Schedule B(3)
TRH - Semivolatile Fraction	EP071	SOIL	In house: Referenced to USEPA SW 846 - 8015 Sample extracts are analysed by Capillary GC/FID and quantified against alkane standards over the range C10 - C40. Compliant with NEPM Schedule B(3).
PAH/Phenols (SIM)	EP075(SIM)	SOIL	In house: Referenced to USEPA SW 846 - 8270. Extracts are analysed by Capillary GC/MS in Selective Ion Mode (SIM) and quantification is by comparison against an established 5 point calibration curve. This method is compliant with NEPM Schedule B(3)
TRH Volatiles/BTEX	EP080	SOIL	In house: Referenced to USEPA SW 846 - 8260. Extracts are analysed by Purge and Trap, Capillary GC/MS. Quantification is by comparison against an established 5 point calibration curve. Compliant with NEPM Schedule B(3) amended.
Preparation Methods	Method	Matrix	Method Descriptions
Hot Block Digest for metals in soils sediments and sludges	EN69	SOIL	In house: Referenced to USEPA 200.2. Hot Block Acid Digestion 1.0g of sample is heated with Nitric and Hydrochloric acids, then cooled. Peroxide is added and samples heated and cooled again before being filtered and bulked to volume for analysis. Digest is appropriate for determination of selected metals in sludge, sediments, and soils. This method is compliant with NEPM Schedule B(3).
Methanolic Extraction of Soils for Purge and Trap	ORG16	SOIL	In house: Referenced to USEPA SW 846 - 5030A. 5g of solid is shaken with surrogate and 10mL methanol prior to analysis by Purge and Trap - GC/MS.
Tumbler Extraction of Solids	ORG17	SOIL	In house: Mechanical agitation (tumbler). 10g of sample, Na2SO4 and surrogate are extracted with 30mL 1:1 DCM/Acetone by end over end tumble. The solvent is decanted, dehydrated and concentrated (by KD) to the desired volume for analysis.



**34 UNIT DEVELOPMENT,  
84 HILLCREST ROAD,  
DEVONPORT**

**TRAFFIC  
IMPACT  
ASSESSMENT**

**Hubble Traffic**

June 2023

34 Unit Development, 84 Hillcrest Road, Devonport

Disclaimer: This report has been prepared based on and in reliance upon the information provided to Hubble Traffic Consulting by the client and gathered by Hubble Traffic Consulting during the preparation of the report. Whilst all reasonable skill, care and diligence has been used in preparation of the report, Hubble Traffic Consulting take no responsibility for errors or omissions arising from misstatements by third parties.

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Version	Date	Reason for Issue
Draft	June 2023	Draft issued for client feedback
Final	June 2023	Final issued



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## 1. Introduction

David Au of MinD Architects has engaged Hubble Traffic on behalf of the developer, to prepare an independent Traffic Impact Assessment, to consider the traffic impacts from the provision of 34 residential units at 84 Hillcrest Road, Devonport.

This assessment has considered the amount of traffic this residential development is likely to generate and how the additional traffic movements will integrate within the surrounding road network. The development has been assessed against the Tasmanian Planning Scheme and the Australian Standards.

This report has been prepared to satisfy the requirements of Austroads, Guide to Traffic Management Part 12: Traffic Impacts of Developments, 2019, and referred to the following information and resources:

- Tasmanian Planning Scheme (Devonport Council)
- Road Traffic Authority NSW (RTA) Guide to Traffic Generating Developments
- Australian Standards AS2890 parts 1, 2 and 6
- Austroads series of Traffic Management and Road Design
  - Part 4: Intersection and crossings, General
  - Part 4a: Unsignalised and Signalised Intersections
  - Part 12: Traffic Impacts of Development
- Department of State Growth crash database
- Autoturn Online vehicle turning software
- LIST – Land Information Database



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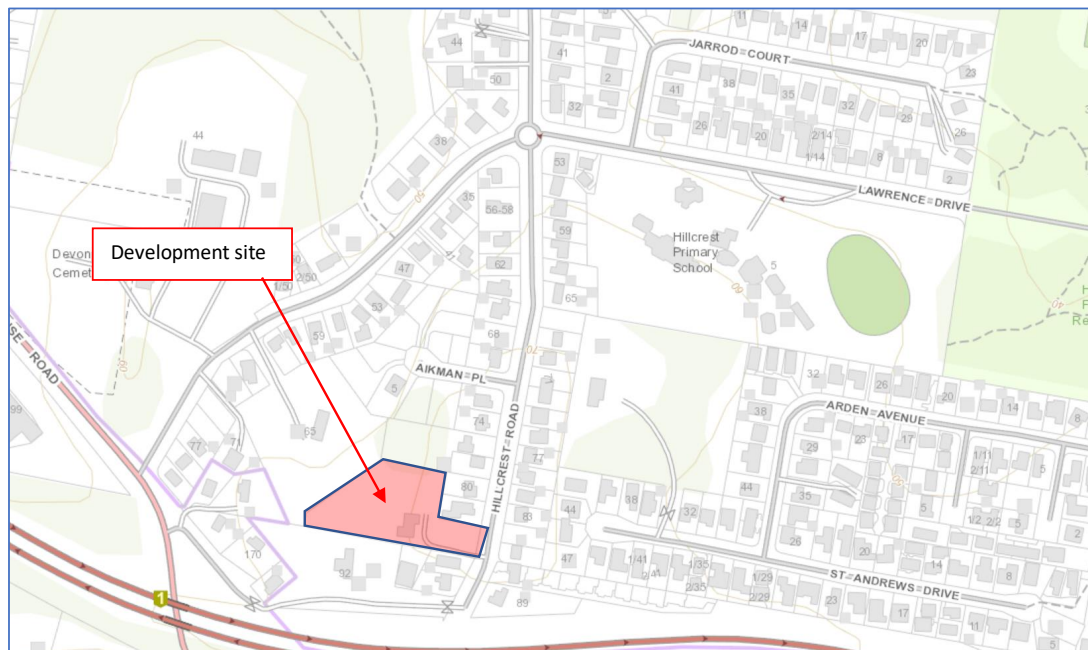
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## 2. Site Description

The development site is located at 84 Hillcrest Road, within an established urban residential area and in close proximity to Hillcrest Primary School.

The site is an irregular shape parcel of land with an existing dwelling, a narrow road frontage to Hillcrest Road and two accesses, with the southern access currently in use by the existing dwelling.

Diagram 2.0 – Extract from LIST Land Information Database



### 3. Development proposal

The developer has advised the development will consist of 34 new residential units, while retaining the existing dwelling on site. For the purpose of this assessment, the new units and the existing dwelling will be referred to as units.

The 34 new residential units will consist of 17 two-bedroom and 17 three-bedroom units, all supported with two dedicated parking spaces. Each unit, except unit 14, 28 and the existing unit, will be supported with a single enclosed garage and an uncovered car parking space within close proximity to the unit. While units 11, 14, 28, 30 and the existing unit will be supported with two dedicated uncovered parking spaces.

As the development site has a narrow road frontage, the site will be considered as an internal lot for the purpose of calculating the number of visitor parking spaces; with the developer providing 12 visitor parking spaces spread throughout the development site, which is one visitor space per three units.

The layout of the internal driveway will create a new access to Hillcrest Road along the northern boundary, replacing the existing southern access.

A small internal communal park will be provided between units 27 and 28.

Diagram 3.0 – Development proposal



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## 4. Trip generation by this development

A trip in this report is defined as a one-way vehicular movement from one point to another, excluding the return journey. Therefore, a return trip to and from a land use is counted as two trips.

To determine the number of trips likely to be generated by this development, reference has been taken from the RTA Guide to Traffic Generating Developments (RTA Guide), section 3.3 residential housing, which recommends for:

Low density residential dwellings in regional areas:

- Daily vehicle trips of 7.4 per dwelling and
- Weekday peak trips of 0.78 per dwelling

Medium density residential units, smaller units (up to two bedrooms):

- Daily vehicle trips of 5 per unit
- Weekday peak trips of 0.5 per unit

Medium density residential units, larger units (three or more bedrooms):

- Daily vehicle trips of 6.5 per unit
- Weekday peak trips of 0.65 per unit

The development is providing 17 two-bedroom and 17 three-bedroom units and retaining the existing unit. From the RTA Guide generation rates, it is estimated that the 34 units could generate an additional 196 trips during a normal weekday, with 20 of these trips expected to occur during the morning and evening peak periods.

The existing unit is currently generating seven daily trips, and of these trips, one is expected to occur during the morning and evening peak periods.

Table 4.0 – Predicted number of trips to be generated from the 34 units and existing unit.

Dwelling Type	RTA Generation rate	Number of units	Daily trips	Peak trips
2-Bedroom unit	5 per day 0.5 per peak	17	85	9
3-Bedroom unit	6.5 per day 0.65 per peak	17	111	11
<b>Total additional trips</b>		<b>34</b>	<b>196</b>	<b>20</b>
Existing unit	7.4 per day 0.78 per peak	1	7	1



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## 5. Existing traffic conditions

Hillcrest Road is a local street maintained by the Devonport Council and within the local road network would function as a local access street, with Don Road being the nearest collector road.

With all vehicles generated by the development required to use the roundabout at Lawrence Drive, and Hillcrest Road.

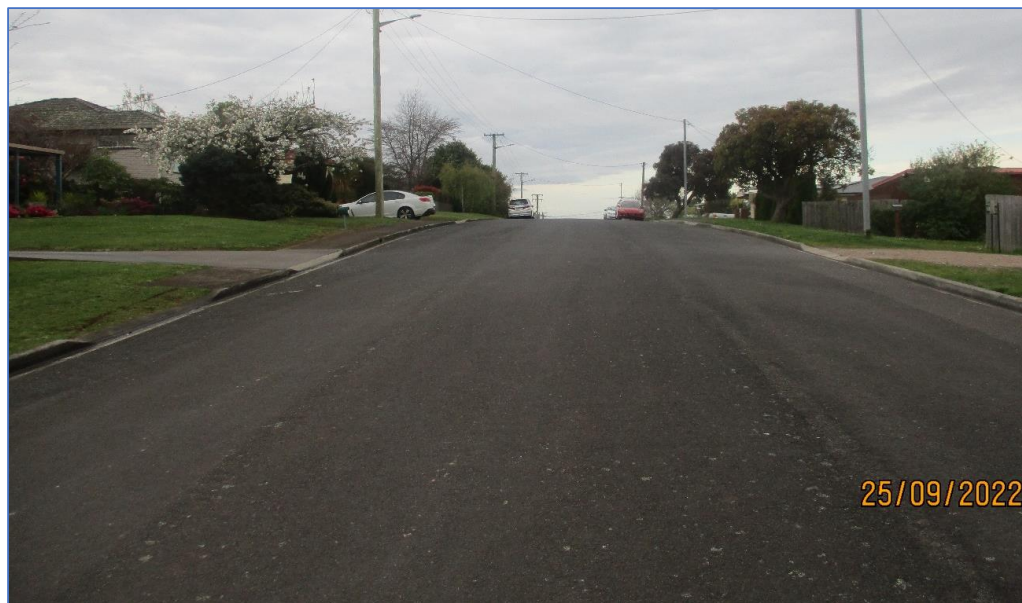
### 5.1 Hillcrest Road characteristics

Hillcrest Road extends off Dons Road in a north to south direction, becoming a no-through road past the development site, ending in a cul-de-sac. The road has been built to a typical urban standard, with straight road alignment and varying vertical grade.

Adjacent to the development site the vertical grade measured five percent and the road measured ten metres wide between kerb faces, which is suitable to allow for on-street parking and accommodate two-way traffic flow. The cul-de-sac past the development site measured 16 metres in diameter.

The road is constructed with a bitumen surface, concrete kerb and guttering on both sides and has street lighting. There are no footpaths on either side of the road adjacent to the development site.

Photograph 5.1 – Typical Hillcrest Road standard adjacent to the development site



## 5.2 Speed limit

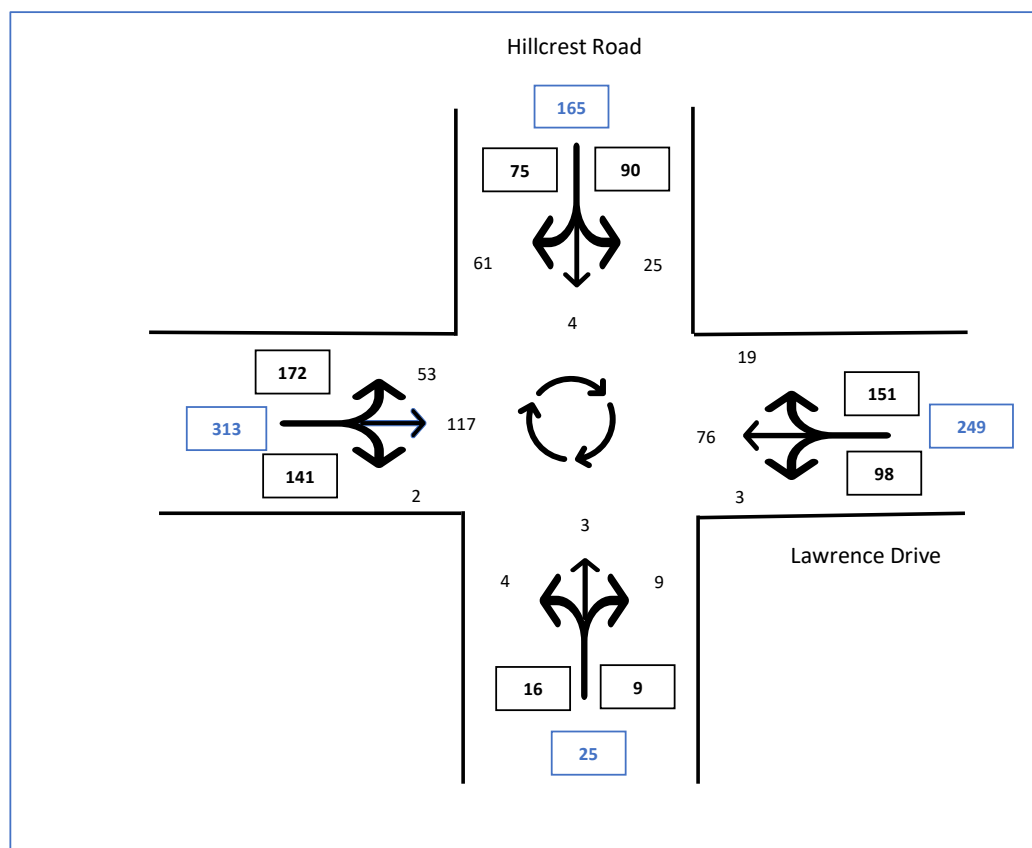
There is no posted speed limit along Hillcrest Road and the default 50 km/h speed limit for an urban environment applies.

## 5.3 Traffic activity on the surrounding road network

To evaluate the traffic impact from this development, a manual traffic survey was undertaken at the roundabout of Hillcrest Road and Lawrence Drive during the morning peak period, to understand the current traffic flow on Hillcrest Road. The peak hour period has been extracted from the survey data and will be used within this assessment.

Overall, the traffic flow generated by Hillcrest Road, south of Lawrence Drive (development site location) is very low, with 25 two-way traffic movements recorded during the morning peak hour (8:00am to 9:00am).

Diagram 5.3 – Morning peak hour at Hillcrest Road and Lawrence Drive roundabout



## 5.4 Traffic safety along Hillcrest Road

The Department of State Growth maintains a database of reported road crashes, a check of this database for the last five years, found one crash reported along Hillcrest Road. This crash occurred in December 2020, when a vehicle was undertaking a U-Turn manoeuvre at the junction of Don Road and collided with a fixed object, or parked vehicle, causing property damage only.



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## 6. Impact from traffic generated by this development

As determined by section 4 of this report, the development site is predicted to generate up to 196 additional daily traffic movements, with 20 of these movements expected to occur during the morning and evening peak periods.

It is common with residential properties, that 90 percent of the trips leave the site during the morning peak, with the opposite occurring in the evening peak.

### 6.1 Sight distance at the northern access with Hillcrest Road

The development site has two crossovers (access points) to Hillcrest Road, with the southern access to be closed, and the northern access used to access all units.

It is important that drivers leaving the development site have suitable sight distance to undertake turning manoeuvres in a safe manner, without impacting motorists travelling along Hillcrest Road.

Safe Intersection Sight Distance (SISD) is the optimum distance to enable a vehicle leaving the development site, to see approaching vehicles, and then have sufficient time to enter Hillcrest Road without impacting the approaching vehicles, meaning that vehicles do not need to slow. SISD is based on the operating speed of approaching vehicles to the access and the gradient of the approach.

Vehicles can approach the development access from two directions, Lawrence Road, and the cul-de-sac. For vehicles approaching from Lawrence Road the operating speed would be 50 km/h, while the operating speed of vehicles approaching from the cul-de-sac would be reduced and is estimated at 40 km/h.

Austroads Guide to Road Design part 4a indicates that SISD is 67 metres for vehicles approaching at 40 km/h, and 90 metres for vehicles approaching at 50 km/h, based on a driver reaction time of 1.5 seconds, which is suitable for an urban environment.

Measurements were undertaken on site and based on a driver being 1.05 metres above the road surface, and an approaching vehicle being 1.2 metres high, the available sight distance measured 80 metres to the right, and 115 metres to the left.

Table 6.1 – Safe Intersection Sight Distance at the driveway access

Direction	Operating speed	Required SISD	Available sight distance
North (from Lawrence Dr)	50 km/h	90 metres	115 metres
South (From cul-de-sac)	40 km/h	67 metres	80 metres



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This assessment found there is sufficient sight distance from the development access based on the prevailing operating speed of approaching vehicles, to enable vehicles to enter and leave the development site in a safe and efficient manner, without adversely impacting other users. The available sight distance from the development access is shown in the following two photographs.

Photograph 6.1A – Driver view looking to the right



Photograph 6.1B – Driver view looking to the left



## 6.2 Lane capacity and level of service on Hillcrest Road

In evaluating the impact of additional vehicle movements on Hillcrest Road users, it is important to understand the Level of Service (LOS) motorists are currently receiving. The RTA Guide provides guidance for urban roads, based on peak hour directional traffic flows.

The manual traffic survey found a maximum peak hour directional flow of 16 vehicles per hour on Hillcrest Road, indicating that motorists are currently receiving LOS A, the highest level of service possible. This means that the traffic flow is stable, motorists have freedom to select their own operating speed, and there should be sufficient gaps in the traffic stream to enable vehicles to enter and leave, without causing any adverse impacts.

An additional 20 peak hour traffic movements generated by the residential units are not expected to change the current level of service, as the new combined traffic flow of 36 is expected to be less than 200 vehicles per peak hour.

Diagram 6.2 – Extract from the RTA Guide

<b>Table 4.4</b> <b>Urban road peak hour flows per direction</b>		
<b>Level of Service</b>	<b>One Lane (veh/hr)</b>	<b>Two Lanes (veh/hr)</b>
A	200	900
B	380	1400
C	600	1800
D	900	2200
E	1400	2800

## 6.3 Traffic impact at the roundabout of Hillcrest Rd and Lawrence Drive

As all vehicles arriving and leaving the development site will need to travel through the roundabout, this section will evaluate the impact on traffic efficiency using SIDRA Intersection traffic modelling software. This software uses gap acceptance theory to determine the average delay, queue lengths and degree of saturation, which are all measures of traffic congestion and level of service.

Level of Service (LOS) is a quantifiable assessment of the factors that contribute to the traffic performance, which includes traffic density, gaps in traffic streams, expected delays, and queues. For junctions, there are six levels from A to F, with A providing the highest level for roundabout controlled junctions, meaning motorists are not incurring delays, with ample gaps in the traffic stream for vehicles to turn freely and safely without disrupting other users.



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The following table provides a reference to the level of service for the various traffic controls from Austroads Guide to Traffic Management Part 3: Transport Study and Analysis Methods dated 2020.

Diagram 6.3 Level of service for intersections

Level of service	Average delay per vehicle (secs/vehicle)	Traffic Signals and Roundabouts	Give Way and Stop controls
A	<10	Good operation	Good operation
B	10 to <20	Good with acceptable delays and spare capacity	Acceptable delays and spare capacity
C	20 to <35	Satisfactory	Satisfactory, but crash study required
D	35 to <50	Operating near capacity, acceptable for State Roads	Near capacity and crash study required
E	50 to <70	At capacity for signals will cause excessive delays Roundabouts require other control mode	At capacity, requires other control modes
F	>70	Saturated flows – at signals consider additional lanes	

A traffic model replicating the roundabout of Hillcrest Road and Lawrence Drive, with the recent peak hour traffic flows was developed within the SIDRA software. The modelling predicts the junction will continue to operate in the morning period at LOS A, which is the highest level of service, where motorists are not likely to incur any significant delay or queues.

The additional peak hour traffic movements have been assigned to the roundabout model, with the table below comparing the junction traffic performance, between the existing and predicted traffic conditions when the development is fully operational. This demonstrates the development is not expected to cause any deterioration in traffic performance, as motorists will continue to receive the highest level of traffic performance, LOS A.

Table 6.3 – Comparison of traffic modelling between existing and altered traffic conditions

Period	Scenario	Total vehicles	DOS	Worst average delay	LOS	Max queue
Morning peak hour	Existing	376	0.122	8.9 sec	A	4.3m
	Development	397	0.127	8.9 sec	A	4.6m

A printout of the modelling results is available in appendix A.

## 6.4 Residential amenity impact

A new development in urban areas can be concerning to local residents, and it can be difficult to argue that a traffic increase is reasonable. The RTA Guide has considered this matter and provided an environmental performance standard, which can be used to evaluate the likely impact on residential amenity. Extract 6.4 is from the RTA Guide and relates to urban environments, providing maximum peak hour goals.

For an urban local street, such as Hillcrest Road, the environmental goal for two-way traffic flow is 200 vehicles per peak hour. The new two-way weekday morning peak hour flow is expected to be 45 vehicles, based on the morning weekday peak hour traffic flow from the traffic survey of 25 vehicles, plus the expected increase of 20 vehicles to be generated by the development.

The predicted two-way traffic flow for the morning peak hour, will be substantially less than the environmental goal, indicating that the traffic generation from the new development, is not expected to create any adverse amenity impact to the surrounding residential properties.

Extract 6.4 – Extract from the RTA Guide

Environmental capacity performance standards on residential streets			
Road class	Road type	Maximum Speed (km/hr)	Maximum peak hour volume (veh/hr)
Local	Access way	25	100
	Street	40	200 environmental goal 300 maximum
Collector	Street	50	300 environmental goal
			500 maximum

**Note:** Maximum speed relates to the appropriate design maximum speeds in new residential developments. In existing areas maximum speed relates to 85th percentile speed.

## 7. Development layout and internal road arrangements

### 7.1 Access with Hillcrest Road

The development site has two accesses to Hillcrest Road, with the southern access to be removed and all traffic to enter and leave the site from the northern access point. On-site measurements found the northern access to be five meters wide, with this access to be widened to a minimum of six metres wide to allow for two-way traffic movement and constructed to comply with LGAT standard drawing TSD-R09-v1.

### 7.2 Number of parking spaces

Each unit will have two dedicated car parking spaces located within close proximity to the unit. The existing unit and unit 28 will have two uncovered parking spaces located adjacent to the units, while the other 33 units will have a dedicated single enclosed garage and an uncovered space located within close proximity to each unit.

The development will provide 12 on-site visitor parking spaces positioned around the development site.

### 7.3 Dimensions of parking spaces

All of the single enclosed garages are designed to comply with section 5.4 of the Australian Standards 2890. Part 1:2004 (the Standard), in respect to the manoeuvring width behind the garages. The majority of the garages will have an opening width of 2.7 metres, which reduces the manoeuvring width to 6.3 metres. The garage associated with unit 15 will require a three metre wide opening, to reduce the manoeuvring width to 5.6 metres.

The uncovered parking spaces have been designed to comply with table C2.3 of the planning scheme, as each space will be 2.6 metres wide, 5.4 metres long, and supported with a minimum manoeuvring width of 6.4 metres.

Any uncovered parking space adjacent to a vertical obstruction, or wall exceeding 150 millimetres in height, will be supported with an additional 0.3 metres, to assist with accessibility of occupants and manoeuvring of the vehicle. Any parking space with a vertical obstruction on both sides will have an additional 0.3 metres on either side.



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## 7.4 Tandem parking spaces

Tandem parking spaces have been used to optimise the number of parking spaces within the development, with the design allowing sufficient space between the single enclosed garage and the driveway, or pathway, to support a tandem parking space.

Tandem parking in residential unit developments is an appropriate method to increase the number of parking spaces and is considered suitable for this development. As tandem parking spaces are associated with the same unit, there is sufficient manoeuvring area within the internal driveway to allow for vehicle shuffling, without adversely impacting other users, or traffic flow, and the tandem parking space will not overhand the pedestrian pathways.

## 7.5 Gradient of parking spaces

The parking spaces will have grades which will not exceed five percent in any direction.

## 7.6 Car parking manoeuvrability

Car parking spaces will have sufficient manoeuvring area to comply with the planning scheme table C2.3, or the Standard, to allow cars to enter and leave in a safe and efficient manner.

It is important to acknowledge the Standard allows for User Class 1A parking spaces, suitable for residential, domestic and employee parking, where vehicles may need to undertake a three point turn when entering or leaving the space. This is likely to be required with some visitor parking spaces. For all other parking spaces, a B85 vehicle is expected to enter and leave in a single turn.

Vehicle turning software has been used to demonstrate the swept path of a B85 vehicle entering and leaving the parking spaces, a sample of the B85 vehicle swept paths is available in appendix B.

## 7.7 Internal road layout

The design incorporates a main ring internal road extending off Hillcrest Road, which circulates around the development site. Two small spur driveways will be used to provide access to units located off the main driveway, the first spur driveway will provide access to units 21 and 22, while a second spur driveway will provide access to five units (units 11 to 15).



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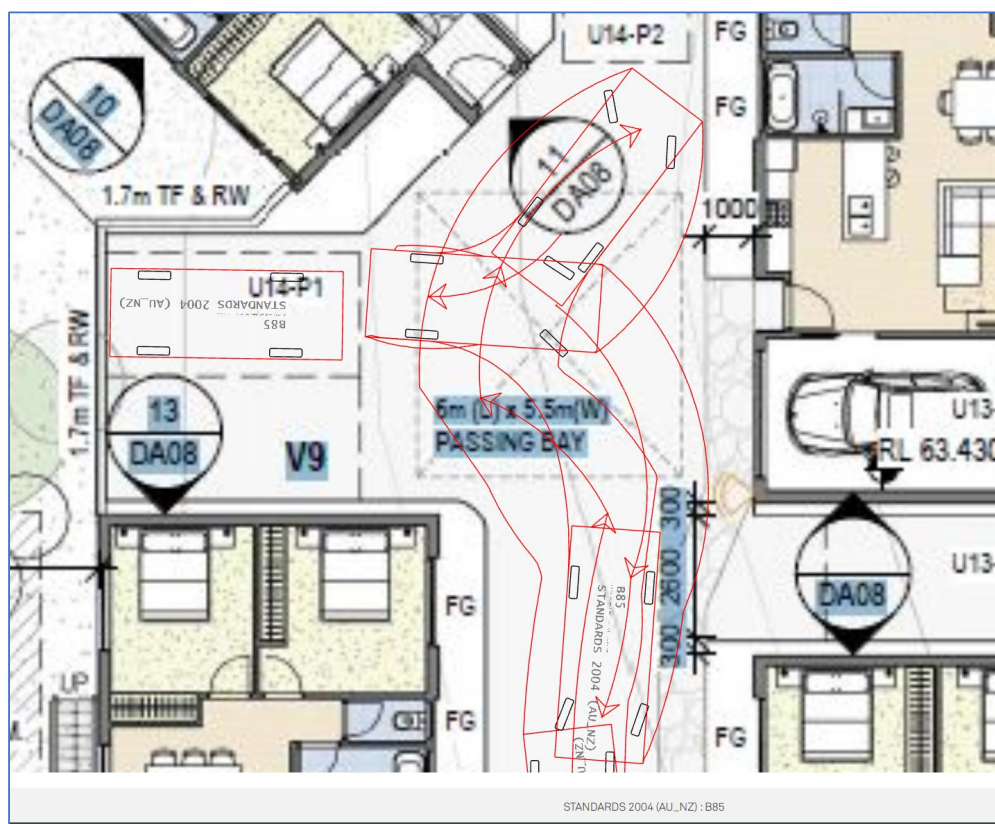
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The main internal driveway and spur driveway to units 21 and 22, will be a minimum of 5.5 metres wide and will accommodate two-way traffic, complying with the planning scheme table C2.2.

The spur driveway to units 11 to 15 will operate as a single lane, with a minimum road width of 3.5 metres, supported with passing bays at either end. This spur driveway will serve 11 parking spaces, and a single lane with passing bays is acceptable under the planning scheme table C2.2.

With the main driveway allows for vehicles to circulate so that vehicles can travel in a forward driving direction, there is sufficient area at the end of the spur driveways to allow for a B85 vehicle to turnaround, and this is demonstrated in the diagrams below. All vehicles can enter and leave the development site in a forward driving direction.

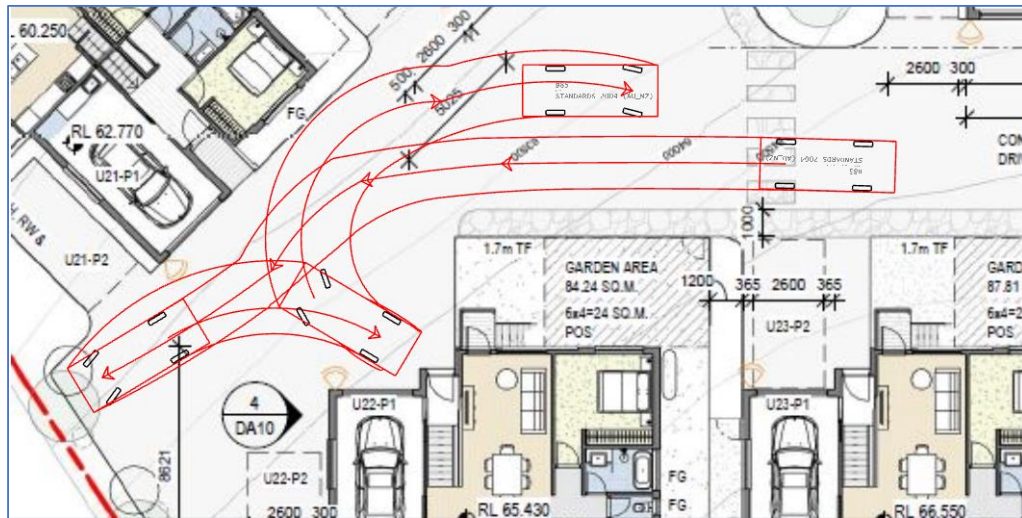
Diagram 7.7A – Swept path of B85 vehicle turnaround within spur driveway to units 11 to 15





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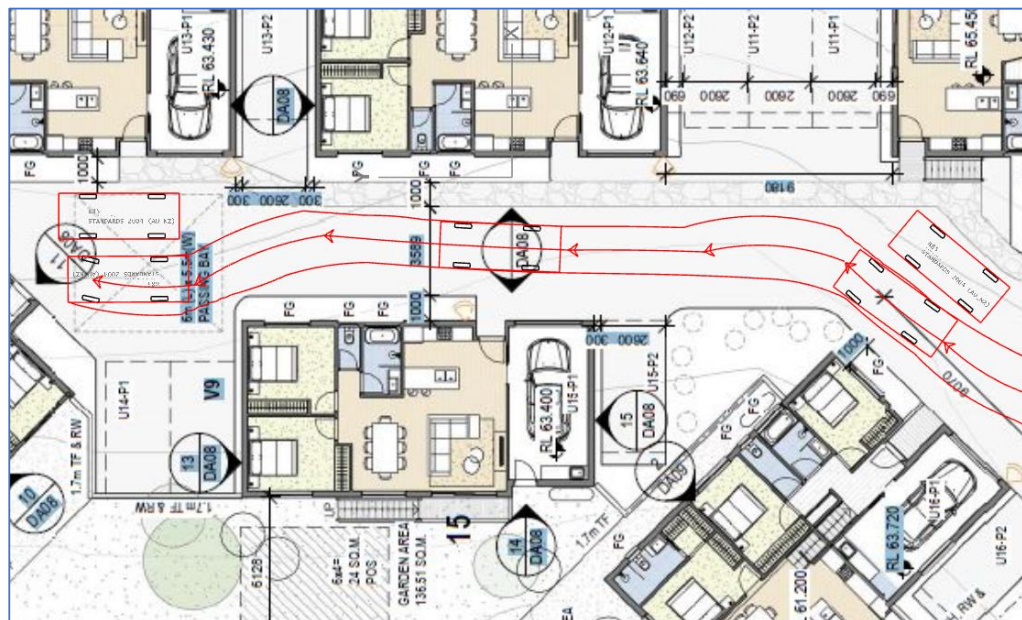
Diagram 7.7B – Swept path of B85 vehicle turnaround within spur driveway to units 21 and 22



## 7.8 Passing bays associated with single lane driveway servicing units 11 to 15

The single lane driveway will be supported with passing bays at either end to facilitate two-way traffic flow, the size of the passing bays complies with the dimensions specified in planning scheme table C2.2, as demonstrated in the diagram below.

Diagram 7.8 – Passing bays





## 7.9 Pedestrian access – internal pathways

All units will be connected to the Hillcrest Road footpath by an internal pathway, providing pedestrians with convenient access. The internal pathway will be one metre wide, and the pathway will be separated from the driveway by either a barrier, or mountable kerb.

To enhance safety for pedestrians using the pathway a 10 km/h shared zone sign will be installed at the beginning of the development site, to moderate the operating speed of vehicles within the site.

Pavement markings (zebra crossing) will be used where the pathway crosses the driveway to clearly define the pedestrian movement, and the crossing supplemented with signs used to ensure pedestrians have priority.

## 7.10 Access for emergency service vehicles and waste collection

It is important that all units are accessible to fire emergency vehicles and according to Tasmania Fire Service their heavy pump vehicle has similar vehicle dimensions to a medium rigid vehicle, 8.8 metres in length. While a standard ambulance vehicle has similar vehicle dimensions to a single rigid vehicle, 6.4 metres in length.

Vehicle swept path software has been used to demonstrate a medium rigid vehicle can enter, circulate, leave the development site in a forward driving direction, with the fire hose of the emergency vehicle able to reach all units. The vehicle swept diagram is available in appendix C.

## 7.11 Waste collection

A standard waste collection vehicle is similar in size to a medium rigid vehicle, and as demonstrated in the previous section, the development site has sufficient driveway width to facilitate a medium rigid vehicle, ensuring a standard waste collection vehicle can enter and leave the development site in a forward-driving direction.

## 7.12 Gradients of internal roads

Aldanmark Consulting Engineers have provided civil plans, which includes gradients of the internal driveway. In general, the gradients of the internal driveway are gentle, there is one short section 7.42 metres in length, where the gradient will be 16.07 percent, and over this steep section there are no driveway accesses. The change in gradients has been checked, all vertical crests will be less than 12.5 percent, with all sag curves being less than 15 percent. The design of the driveway in respect to vertical grades, is compliant with the Australian Standard 2890.1:2004.



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## 8. Planning scheme

### 8.1 C2.0 Parking and Sustainable Transport Code

#### C2.5.1 Car parking numbers

All units will be supported with two dedicated parking spaces, which will be located within close proximity to each unit, plus 12 on-site visitor parking spaces, with this number of parking spaces complying with the acceptable solution. In total the development is providing 82 on-site parking spaces, minimising the risk of parking overflow.

#### C2.5.2 Bicycle parking numbers

Not applicable for a residential development.

#### C2.5.3 Motorcycle parking numbers

Not applicable for a residential development.

#### C2.5.4 Loading bays

Not applicable for a residential development.

#### C2.6. Development standards

C2.6.1 Construction of parking areas.	The parking areas and driveways will be an all-weather durable concrete surface, and barrier or mountable kerbs will direct surface water to an approved stormwater drainage system. The design is expected to comply with the acceptable solution A1.
C2.6.2 Design and layout of parking areas.	The internal layout and parking areas have been designed to comply with the planning scheme, and the Australian Standard 2890.1:2004 for a residential property, to ensure vehicles can easily circulate and manoeuvre within the development site. The driveway will have sufficient width to accommodate two-way traffic movements, and the spur driveway servicing units 11 to 15 will operate with a single traffic lane, supported with passing bays. There are sufficient manoeuvring areas within the internal layout to enable all vehicles to enter and leave the development site in a forward-driving direction. The dimensions of the uncovered parking spaces will comply with table C2.3, and additional 0.3 metres will be provided where a parking space is located adjacent to a vertical obstruction exceeding 150 millimetres in height. The parking spaces shall be located on grade not exceeding five

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	percent, be line marked and provided with wheel stops where necessary. The design and layout of parking spaces and internal driveway complies with the acceptable solution A1.1 (a) and (b).
C2.6.3 Number of accesses for vehicles.	The development will close the existing southern property access and operate from the existing northern access which will be modified to LGAT standard. With the development operating from a single access point to Hillcrest Road, it complies with the acceptable solution A1.
C2.6.4 lighting of parking areas within the general business zone and central business zone	Security and sensor lights will be provided to light the parking spaces, pedestrian pathways and circulating driveway to an acceptable standard, to comply with the acceptable solution A1.
C2.6.5 Pedestrian access.	A minimum one metre wide concrete footpath will be provided throughout the site to connect all units with Hillcrest Road. The pathway will be a concrete surface and be separated from the driveway by barrier or mountable kerb. A 10 km/h shared speed limit sign will be provided at the beginning of the driveway to moderate the operating speed of vehicles, improving safety for pedestrians.
C2.6.6 Loading bays.	A residential development does not require loading bays.
C2.6.7 Bicycle parking and storage facilities	Not applicable for a residential development.
C2.6.8 Siting of parking and turning areas.	Not applicable for a general residential zone.

## 8.2 C3.5.1 Traffic generation at a vehicle crossing, level crossing or new junction

The development will increase the use of the existing access at the development site by more than 20 percent of the current vehicle movements, which will need to be assessed against the performance criteria P1.

Performance criteria	Assessment
Vehicular traffic to and from the site must minimise any adverse effects on the safety or a junction, vehicle crossing or level crossing or safety or efficiency of the road or rail network, having regard to:	
a) Any increase in the traffic caused by the use;	The existing dwelling on the property is currently generating an average of seven daily trips (based on information from the RTA Guide to Traffic Generating Development), with one trip occurring during the peak periods. The additional 34 units is predicted to generate an additional 196 daily trips, with 20 of these trips expected to occur during the two peak periods.



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b) The nature of the traffic generated by the use;	The development is residential units with two or three bedrooms, with the majority of the vehicle movements expected to be light vehicles, less than 5.5 metres in length, and associated with urban residential living. These types of vehicles are compatible with existing vehicles using the surrounding local road network and are not expected to cause any adverse impact to existing road users.
c) The nature of the road;	Hillcrest Road is a local residential street, built to an urban road standard, has sufficient road width to accommodate two-way traffic movements, while providing for on-street parking. The section of road adjacent to the development site is lightly trafficked due to the road being a cul-de-sac, and this assessment found the road is suitable to accommodate the predicted increase in traffic movements.
d) The speed limit and traffic flow of the road;	The speed limit on Hillcrest Road is the default 50 km/h speed limit. A recent manual traffic survey found that Hillcrest Road is lightly trafficked, with 25 two-way vehicle movements during the morning peak hour. With all vehicles generated by the development required to use the roundabout at Lawrence Drive, traffic modelling at this roundabout determine motorists are currently receiving the highest level of traffic efficiency. Additional vehicle movements generated by the development is predicted not to cause any deterioration in the traffic flow, with motorists to continue to receive the highest level of traffic efficiency. This assessment determined there is sufficient spare traffic capacity on the surrounding road network to absorb the predicted traffic increase, without causing any adverse impact, or reduction in safety to existing users, or adverse impact to residential amenity of the surrounding properties.
e) Any alternative access;	The development site has an existing access to Hillcrest Road, and this access is considered suitable for the development use.
f) The need for the access or junction;	Infill development in established residential areas is an excellent way to meet the housing shortage, while optimising the existing infrastructure and community services.
g) Any traffic impact assessment; and	An independent traffic assessment found no reason for this development not to proceed.
h) Any written advice received from the road authority.	Aware of none.



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## 9. Conclusion

The proposed development at 84 Hillcrest Road provides an additional 34 urban residential units, compatible with the surrounding land-use, and the traffic generated from these new units is expected to be residential in nature.

This assessment found from a traffic engineering and road safety perspective, additional traffic generated from the development site is not expected to cause any adverse safety, or traffic efficiency issues, as:

- The amount of traffic generated by the development is considered to be low, and there is sufficient capacity in the road network to absorb the additional traffic movements without causing any adverse impact.
- The northern access with Hillcrest Road will have sufficient Safe Intersection Sight Distance for the prevailing operating speed of approaching vehicles, ensuring vehicles can enter and leave in a safe and efficient manner.
- Traffic modelling predicts that the roundabout of Hillcrest Road and Lawrence Drive will continue to perform at the highest level of service, with no deterioration in the level of traffic efficiency expected.
- The development will provide a sufficient number of on-site car parking spaces to meet the reasonable demand, eliminating overflow parking.
- The width of the internal driveway will accommodate two-way traffic movements, there will be sufficient manoeuvring area associated with the car parking spaces to ensure vehicles can enter and leave the spaces efficiently.
- The internal driveway has been designed to accommodate a medium rigid vehicle to enter, circulate, and leave in a forward-driving direction, which will be suitable for fire emergency and waste collection vehicles.

This assessment found no reason for this development not to proceed.




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## 10. Appendix A

Morning peak hour – Existing traffic flow

<b>MOVEMENT SUMMARY</b>								
 <b>Site: 101 [Hillcrest Road and Lawrence Drive existing]</b>								
New Site Site Category: (None) Roundabout								
<b>Movement Performance - Vehicles</b>								
Mov ID	Turn	Demand Flows		Deg. Satn	Average Delay	Level of Service	95% Back of Queue	
		Total veh/h	HV %	v/c	sec		Vehicles veh	Distance m
<b>South: Hillcrest Drive (to and from development site)</b>								
1	L2	4	0.0	0.014	5.0	LOS A	0.1	0.5
2	T1	3	0.0	0.014	5.2	LOS A	0.1	0.5
3	R2	9	0.0	0.014	8.9	LOS A	0.1	0.5
Approach		16	0.0	0.014	7.2	LOS A	0.1	0.5
<b>East: Lawrence drive</b>								
4	L2	3	0.0	0.078	4.6	LOS A	0.4	2.8
5	T1	76	0.0	0.078	4.8	LOS A	0.4	2.8
6	R2	19	0.0	0.078	8.5	LOS A	0.4	2.8
Approach		98	0.0	0.078	5.5	LOS A	0.4	2.8
<b>North: Hillcrest Road</b>								
7	L2	25	0.0	0.076	4.9	LOS A	0.4	2.6
8	T1	4	0.0	0.076	5.1	LOS A	0.4	2.6
9	R2	61	0.0	0.076	8.8	LOS A	0.4	2.6
Approach		90	0.0	0.076	7.6	LOS A	0.4	2.6
<b>West: Lawrence Drive</b>								
10	L2	53	0.0	0.122	4.4	LOS A	0.6	4.3
11	T1	117	0.0	0.122	4.6	LOS A	0.6	4.3
12	R2	2	0.0	0.122	8.3	LOS A	0.6	4.3
Approach		172	0.0	0.122	4.6	LOS A	0.6	4.3
All Vehicles		376	0.0	0.122	5.7	LOS A	0.6	4.3




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Morning peak hour – Traffic performance with development traffic

<b>MOVEMENT SUMMARY</b>								
 <b>Site: 101 [Hillcrest Road and Lawrence Drive with development traffic]</b>								
New Site Site Category: (None) Roundabout								
<b>Movement Performance - Vehicles</b>								
Mov ID	Turn	Demand Flows		Deg. Satn	Average Delay	Level of Service	95% Back of Queue	
		Total veh/h	HV %	v/c	sec		Vehicles veh	Distance m
<b>South: Hillcrest Drive (to and from development site)</b>								
1	L2	9	0.0	0.032	5.0	LOS A	0.2	1.1
2	T1	7	0.0	0.032	5.2	LOS A	0.2	1.1
3	R2	21	0.0	0.032	8.9	LOS A	0.2	1.1
Approach		37	0.0	0.032	7.3	LOS A	0.2	1.1
<b>East: Lawrence drive</b>								
4	L2	3	0.0	0.078	4.6	LOS A	0.4	2.8
5	T1	76	0.0	0.078	4.8	LOS A	0.4	2.8
6	R2	19	0.0	0.078	8.5	LOS A	0.4	2.8
Approach		98	0.0	0.078	5.5	LOS A	0.4	2.8
<b>North: Hillcrest Road</b>								
7	L2	25	0.0	0.077	5.0	LOS A	0.4	2.6
8	T1	4	0.0	0.077	5.2	LOS A	0.4	2.6
9	R2	61	0.0	0.077	8.9	LOS A	0.4	2.6
Approach		90	0.0	0.077	7.6	LOS A	0.4	2.6
<b>West: Lawrence Drive</b>								
10	L2	53	0.0	0.127	4.5	LOS A	0.7	4.6
11	T1	117	0.0	0.127	4.7	LOS A	0.7	4.6
12	R2	2	0.0	0.127	8.4	LOS A	0.7	4.6
Approach		172	0.0	0.127	4.7	LOS A	0.7	4.6
All Vehicles		397	0.0	0.127	5.8	LOS A	0.7	4.6

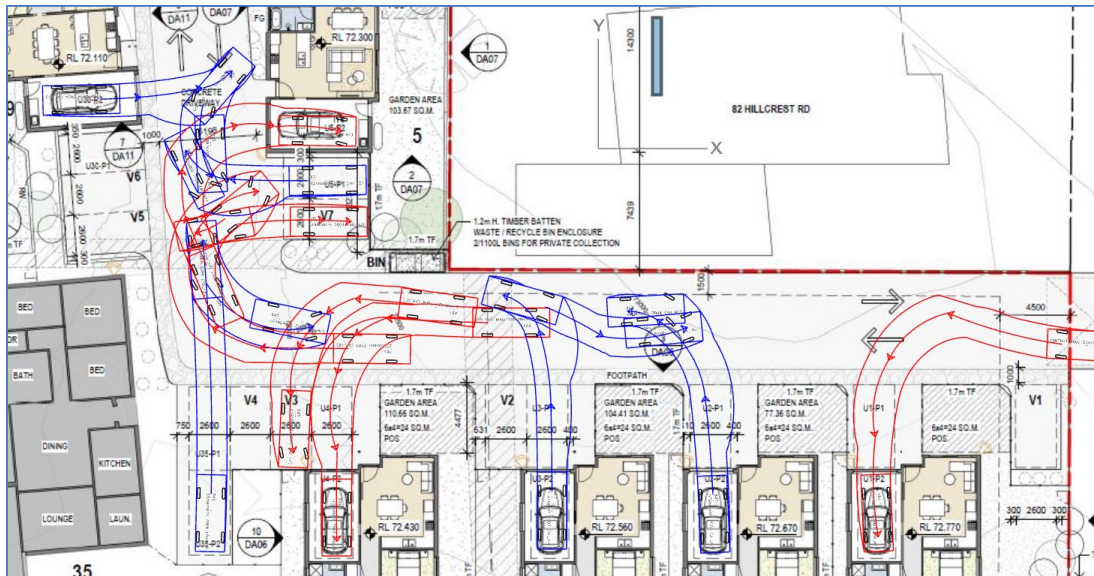


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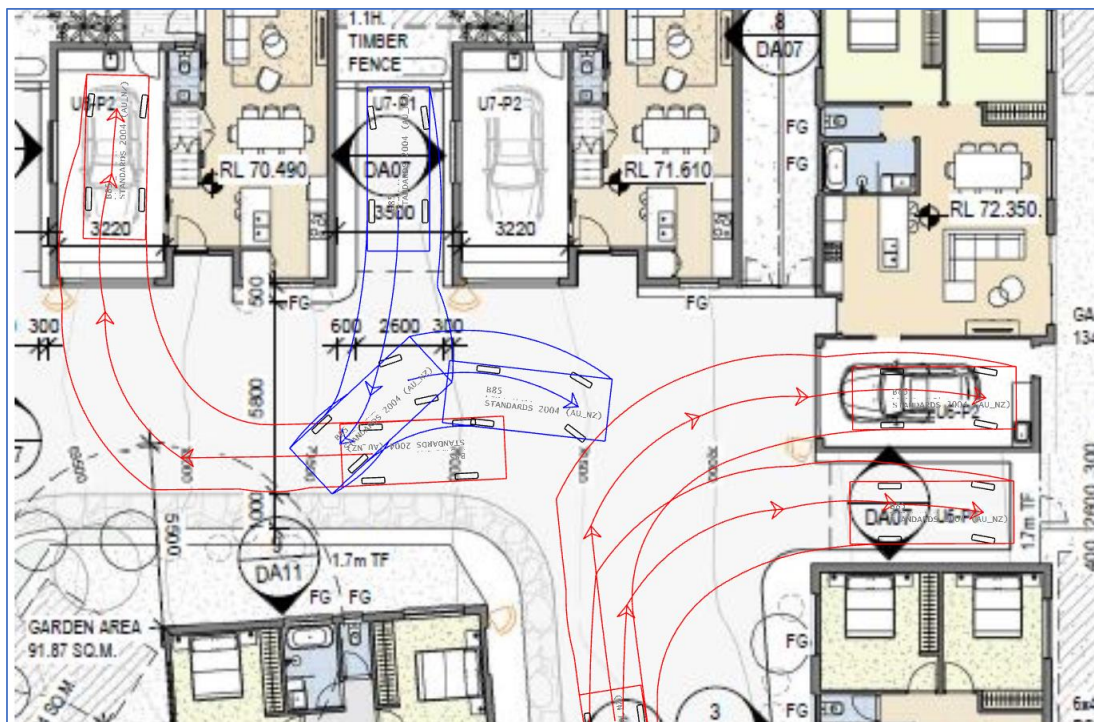
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## 11. Appendix B

Swept paths for units 1 to 5 (red vehicle entering and blue vehicle leaving)



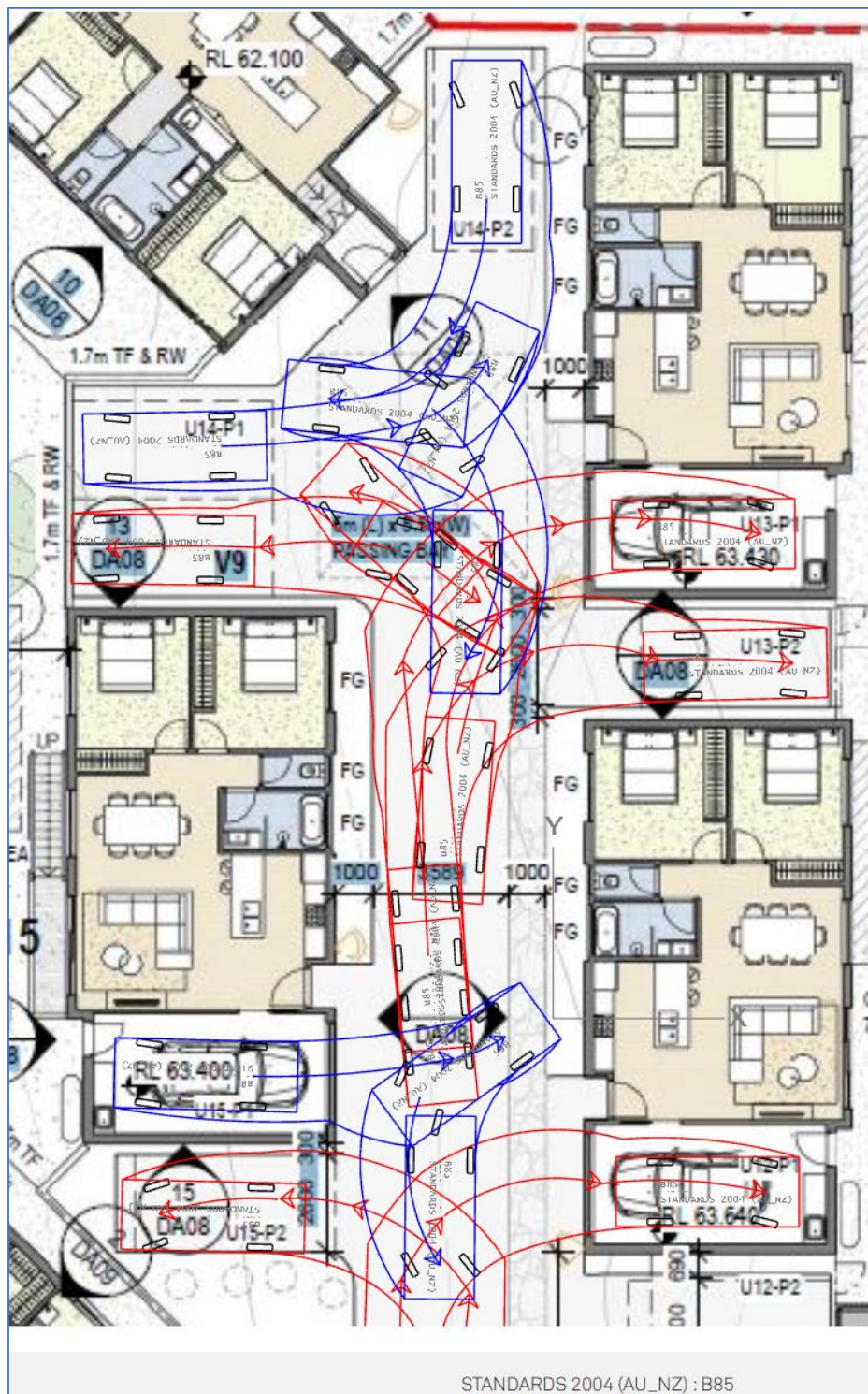
Swept paths for units 6 to 8 (red vehicle entering and blue vehicle leaving)





34 Unit Development, 84 Hillcrest Road, Devonport

Swept paths for units 11 to 15 (red vehicle entering and blue vehicle leaving)



T: 0416 064 755  
E: [Hubbletraffic@outlook.com](mailto:Hubbletraffic@outlook.com)  
W: [Hubbletraffic.com.au](http://Hubbletraffic.com.au)

The diagram illustrates a complex urban site plan with multiple buildings and associated outdoor spaces. Key features include:

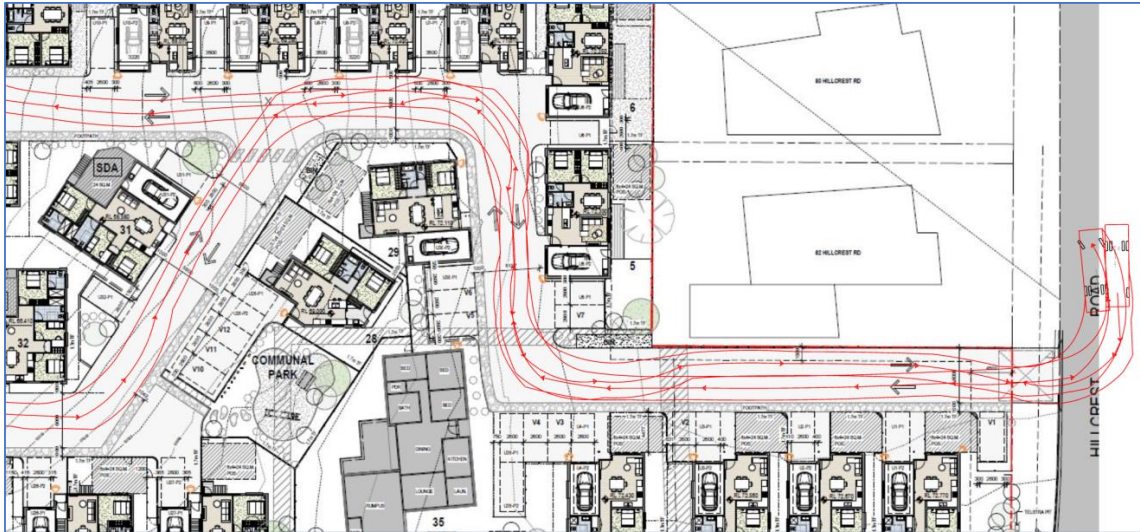
- Garden Areas:** Several rectangular garden areas are shown, each labeled with its size (e.g., "84.50 SQ.M.", "74.75 SQ.M.", "87.81 SQ.M.").
- Parking and Driveways:** Various parking spaces (e.g., "U23-P1", "U34-P1") and driveways (e.g., "CONCRETE DRIVEWAY") are indicated.
- Circulation Paths:** Red arrows represent vehicle movement, often following roads or driveways. Blue arrows represent pedestrian paths, typically utilizing footpaths and open spaces.
- Structures and Enclosures:** Specific structures like "BIN", "WASTE / RECYCLE BIN ENCLOSURE", and "2/1100L BINS FOR PRIVATE COLLECTION" are noted.
- Room Numbers:** Buildings are identified by numbers such as "20", "34", "33", and "4".
- Dimensions and Elevation:** The plan includes numerous dimensions (e.g., "1.7m TF", "2600 300") and spot elevations (e.g., "RL 60.460", "RL 62.980").





## 12. Appendix C

Swept path for medium rigid vehicle 8.8 metres in length



Swept path for medium rigid vehicle 8.8 metres in length





PROPOSED 36 UNITS DEVELOPMENT (35 NEW & 1 EXISTING)  
84-86 HILLCREST ROAD, DEVONPORT

ARCHITECTURAL & ENGINEERING DRAWING  
DRAWINGS NO. DRAWING NAME

DA01	COVER & EXISTING & DEMOLITION PLAN
DA02	SITE PLAN, UNIT TYPE & STAGING PLAN
DA03	SITE PLAN, LEVEL GROUND
DA04	SITE PLAN, LEVEL 1
DA05	SITE PLAN, LEVEL ROOF
DA06	SITE ELEVATIONS
DA07	SITE ELEVATIONS
DA08	SITE ELEVATIONS
DA09	SITE ELEVATIONS
DA10	SITE ELEVATIONS
DA11	SITE ELEVATIONS
DA20	UNIT 1-4, PLANS
DA40	UNIT 5-12, 13 & 15, PLANS
DA60	UNIT 7-10, PLANS
DA80	UNIT 11, PLAN
DA100	UNIT 14, PLAN
DA120	UNIT 16-21, PLANS
DA140	UNIT 22-27, PLANS
DA160	UNIT 28, PLAN
DA180	UNIT 29, PLAN
DA200	UNIT 30, PLAN
DA220	UNIT 31-34, PLANS

SITE INFORMATION  
TITLE REF  
PROPERTY ID  
SITE AREA  
DENSITY  
SITE COVERAGE

1978991  
6334976  
11957 sq.m  
30 / 11951 sq.m = 341.46 > 325 sq.m  
3617.55 sq.m / 11951 sq.m = 30.27%



SITE CONTEXT PLAN



LEGEND:

[Symbol]	EXISTING
[Symbol]	NEW WORK
[Symbol]	DEMOLITION
[Symbol]	POS - ALL POS NOT SITE SPECIFIC
[Symbol]	ALL POS NOT SITE SPECIFIC
[Symbol]	ALL POS NOT SITE SPECIFIC

BL - SOLAR BOLLARD LIGHT IN ACCORDANCE WITH 68.7.7.1  
WL - WALL MOUNT LIGHT (CONNECT BACK TO THE UNIT)  
- ALL PARKING AREA MAX 5% FALL

ISSUE	REVISION	DRN	APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2022

**MinD.**  
ARCHITECTS

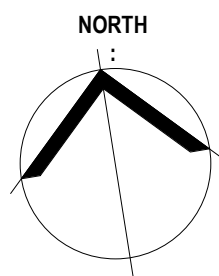
PHONE: 0818 1010000  
EMAIL: INFO@MINDARCHITECTS.COM.AU  
WEBSITE: WWW.MINDARCHITECTS.COM.AU

CONSULTANTS:

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PROJECT No.: 2178



PROJECT: PROPOSED 35 UNITS DEVELOPMENT  
PROJECT ADDRESS: 84-86 HILLCREST ROAD, DEVONPORT  
CLIENT: DEVONPORT PROPERTY SOLUTION P/L

DRAWING TITLE: COVER & EXISTING & DEMOLITION PLAN

SCALE: As indicated @ A3  
DRAWING No.: DA01

PROJECT DATE: JULY 2022

REVISION: 1





1 SITE PLAN - UNIT TYPES  
Scale 1: 200

ISSUE	REVISION	DRN	APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2022

**MinD.**  
ARCHITECTS

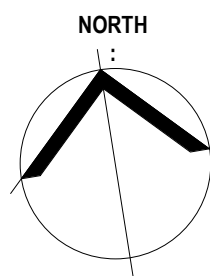
PHONE: 08 9488 1000  
EMAIL: info@mindarchitects.com.au  
WEBSITE: www.mindarchitects.com.au

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PROJECT No.: 2178



PROJECT: PROPOSED 35 UNITS DEVELOPMENT  
PROJECT ADDRESS: 84-86 HILLCREST ROAD, DEVONPORT  
CLIENT: DEVONPORT PROPERTY SOLUTION P/L

DRAWING TITLE: SITE PLAN\_UNIT TYPE & STAGING PLAN

SCALE: 1: 200 @ A0

DRAWING No.: DA02

PROJECT DATE: JULY 2022

REVISION: 1





1 SITE PLAN - LEVEL GROUND

LEGEND  
RW - RETAINING WALL  
FG - FROSTED GLASS

ISSUE	REVISION	DRN	APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2022

**MinD.**  
ARCHITECTS

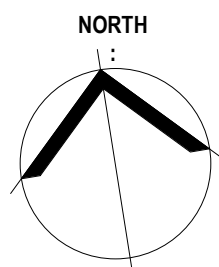
PHONE: 0818 1070000  
EMAIL: info@mindarchitects.co.nz  
WEBSITE: www.mindarchitects.co.nz

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PROJECT: PROPOSED 35 UNITS DEVELOPMENT  
PROJECT ADDRESS:  
84-86 HILLCREST ROAD,  
DEVONPORT  
CLIENT:  
DEVONPORT PROPERTY SOLUTION  
P/L

DRAWING TITLE:  
SITE PLAN - LEVEL GROUND

SCALE:  
1:200 @ A0

DRAWING No.:  
**DA03**

PROJECT DATE:  
JULY 2022

REVISION:  
**1**





1 SITE PLAN - LEVEL 1  
Scale: 1:200

ISSUE	REVISION	DRN	APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2022

**MinD.**  
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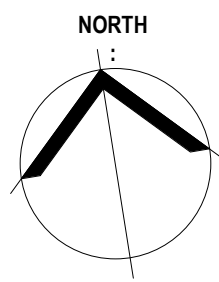
PHONE: 0818 1070000  
EMAIL: INFO@MINDARCHITECTS.COM.AU  
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PROJECT: PROPOSED 35 UNITS DEVELOPMENT  
PROJECT ADDRESS: 84-86 HILLCREST ROAD, DEVONPORT  
CLIENT: DEVONPORT PROPERTY SOLUTION P/L

DRAWING TITLE: SITE PLAN\_LEVEL 1

SCALE: 1:200 @ A0

DRAWING No.: DA04

PROJECT DATE: JULY 2022

REVISION: 1



[illegible]

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**PROPOSED 35 UNITS DEVELOPMENT**

**PROJECT ADDRESS:**  
**84-86 HILLCREST ROAD,**  
**DEVONPORT**

**CLIENT:**  
**DEVONPORT PROPERTY SOLUTION**  
**P/L**

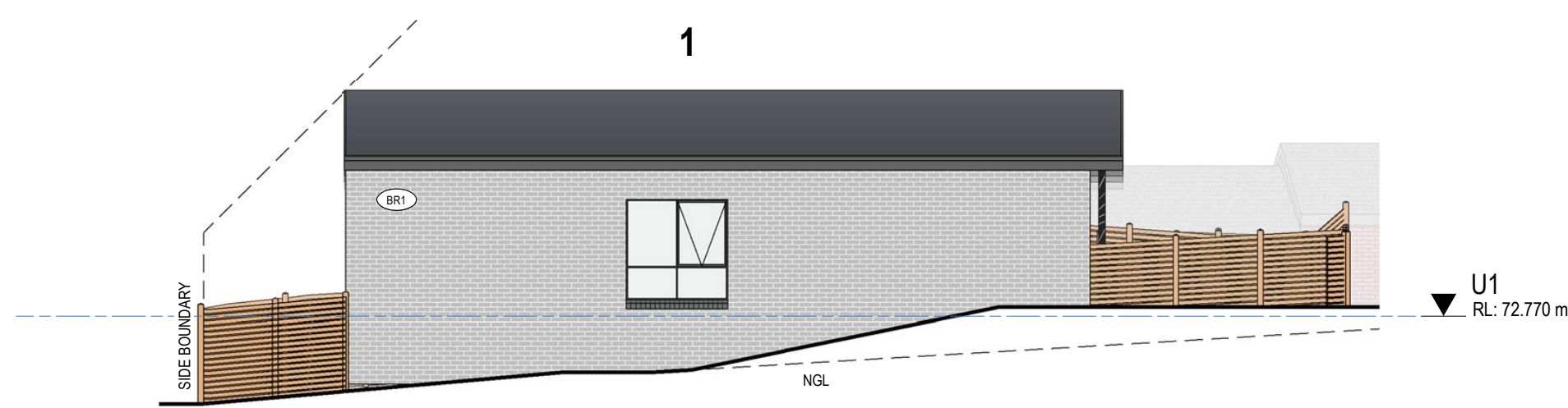
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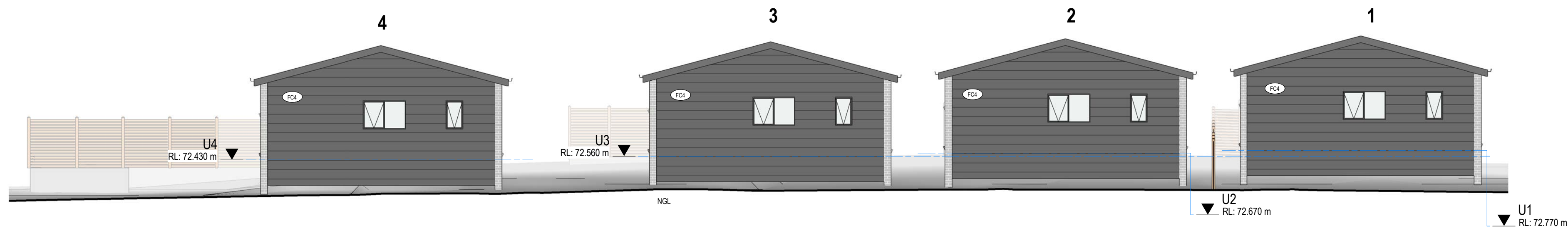
PROJECT DATE:  
JULY 2022

REVISION:  
**1**





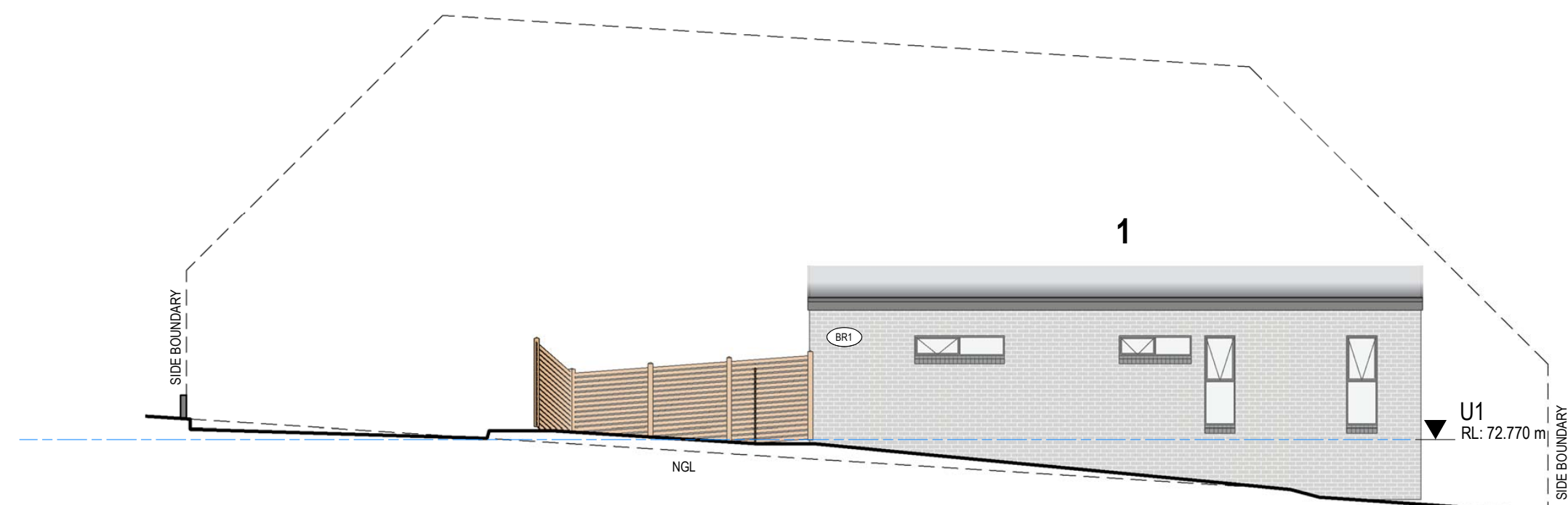
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DA03 / Scale 1:100



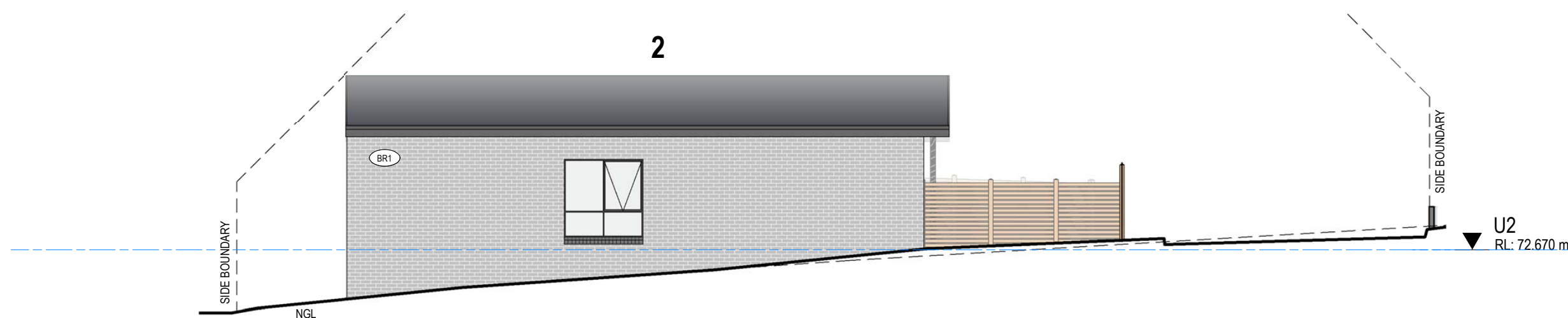
2 UNIT 1,2,3 & 4 SOUTH ELEVATION  
DA03 / Scale 1:100



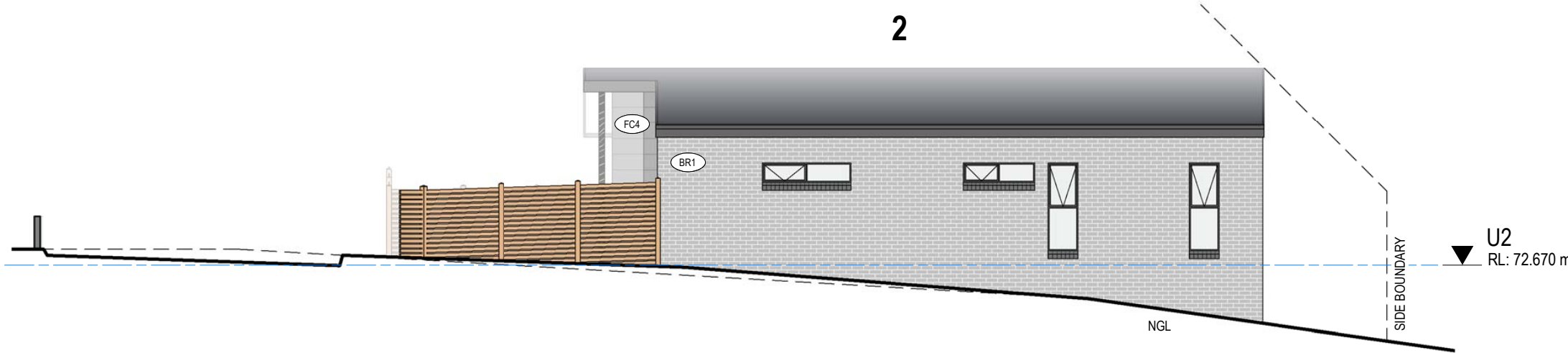
3 UNIT 1,2,3 & 4 NORTH ELEVATION  
DA03 / Scale 1:100



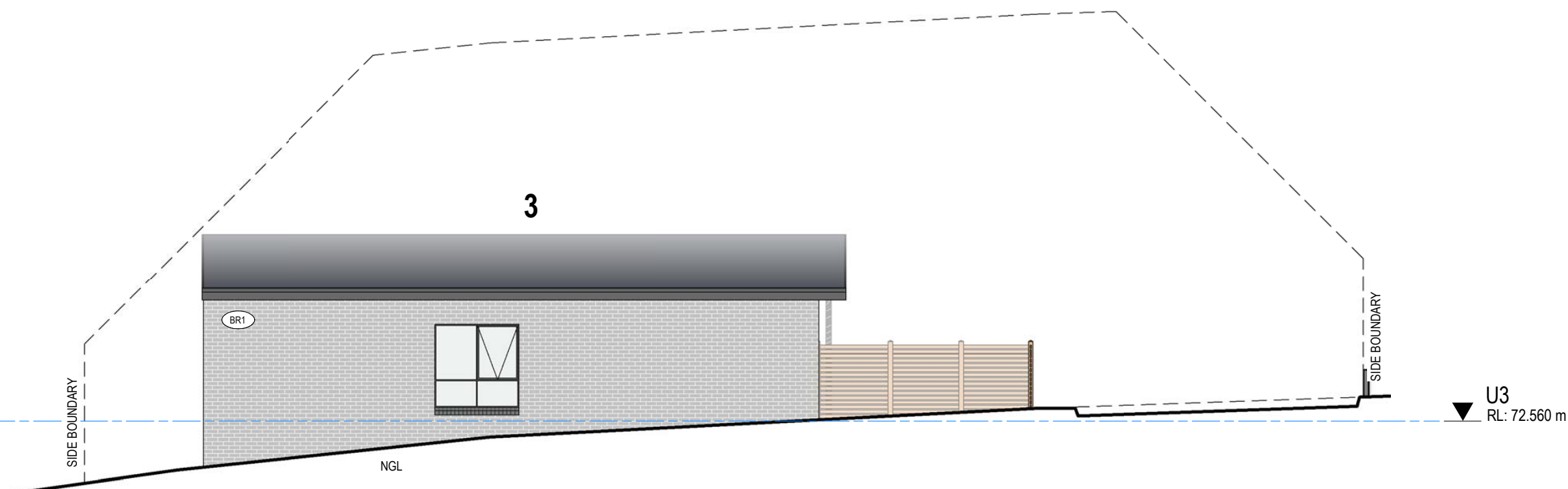
4 UNIT 1 WEST ELEVATION  
DA03 / Scale 1:100



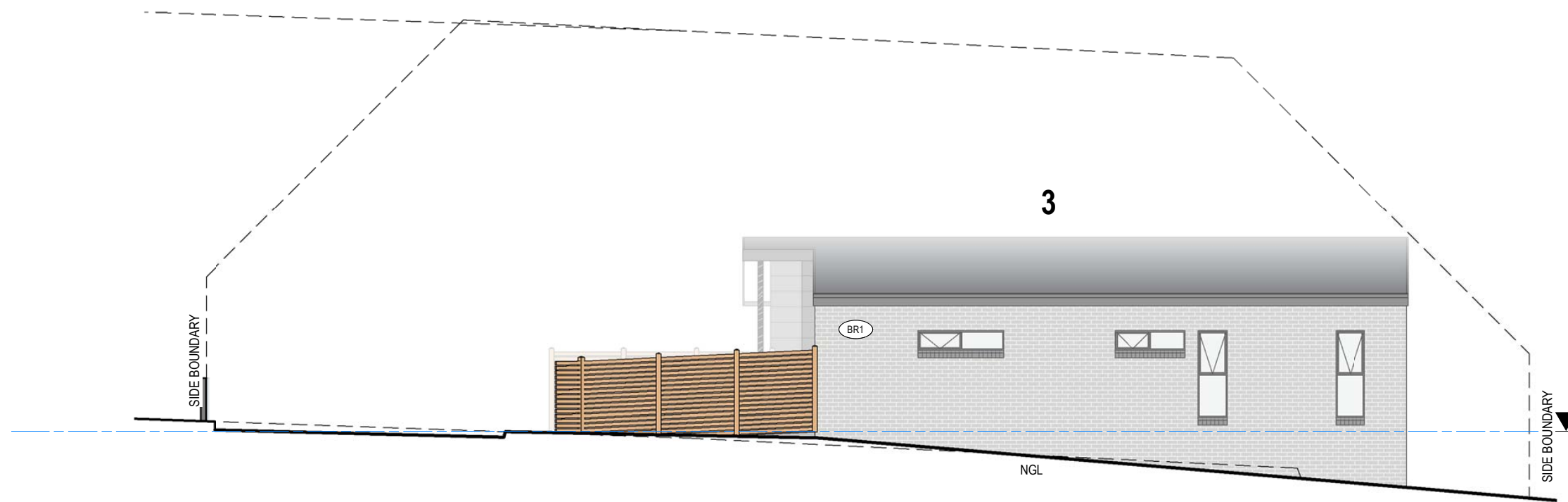
5 UNIT 2 EAST ELEVATION  
DA03 / Scale 1:100



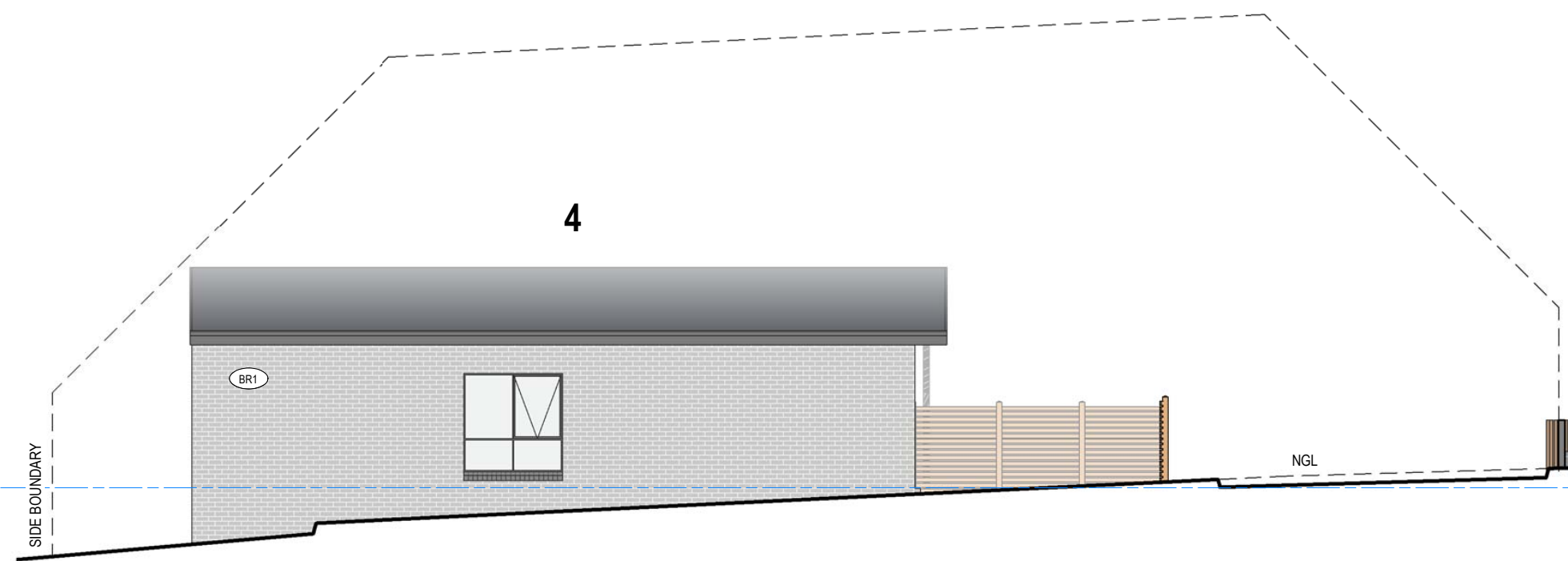
6 UNIT 2 WEST ELEVATION  
DA03 / Scale 1:100



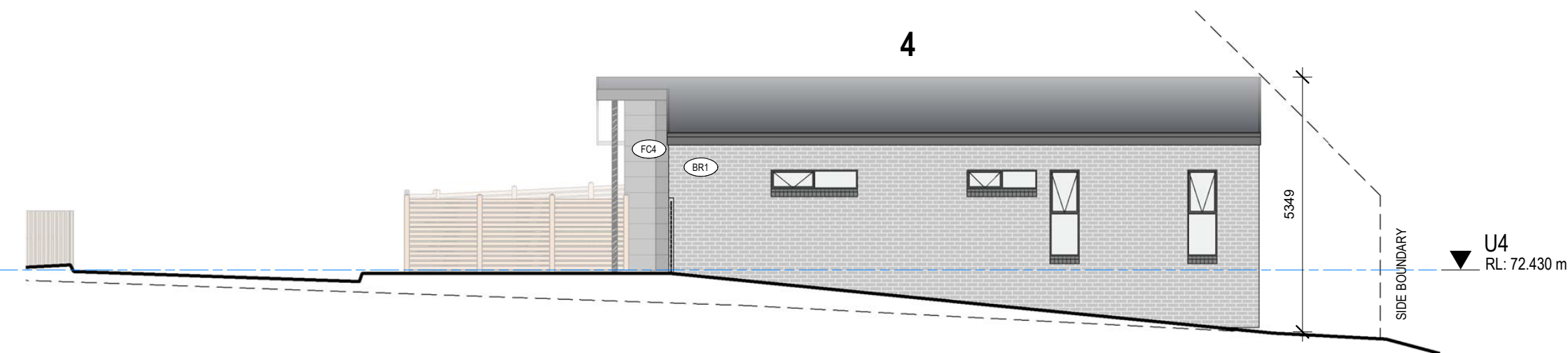
7 UNIT 3 EAST ELEVATION  
DA03 / Scale 1:100



8 UNIT 3 WEST ELEVATION  
DA03 / Scale 1:100



9 UNIT 4 EAST ELEVATION  
DA03 / Scale 1:100



10 U4 WEST ELEVATION  
DA03 / Scale 1:100

MATERIAL LEGEND:  
FC1 JAMESHARDE AXON 133 CLADDING - PAINTED  
FC2 JAMESHARDE MATRIX CLADDING - PAINTED  
TM1 BLACKOUTT TIMBER DECKING  
BR1 BRICK VENEER  
CB1 CONCRETE BLOCK

ISSUE	REVISION	OWN	APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2022

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PROJECT No.:  
2178

PROJECT:  
PROPOSED 35 UNITS DEVELOPMENT

PROJECT ADDRESS:  
84-86 HILLCREST ROAD,  
DEVONPORT  
CLIENT:  
DEVONPORT PROPERTY SOLUTION  
P/L

DRAWING TITLE:  
SITE ELEVATIONS

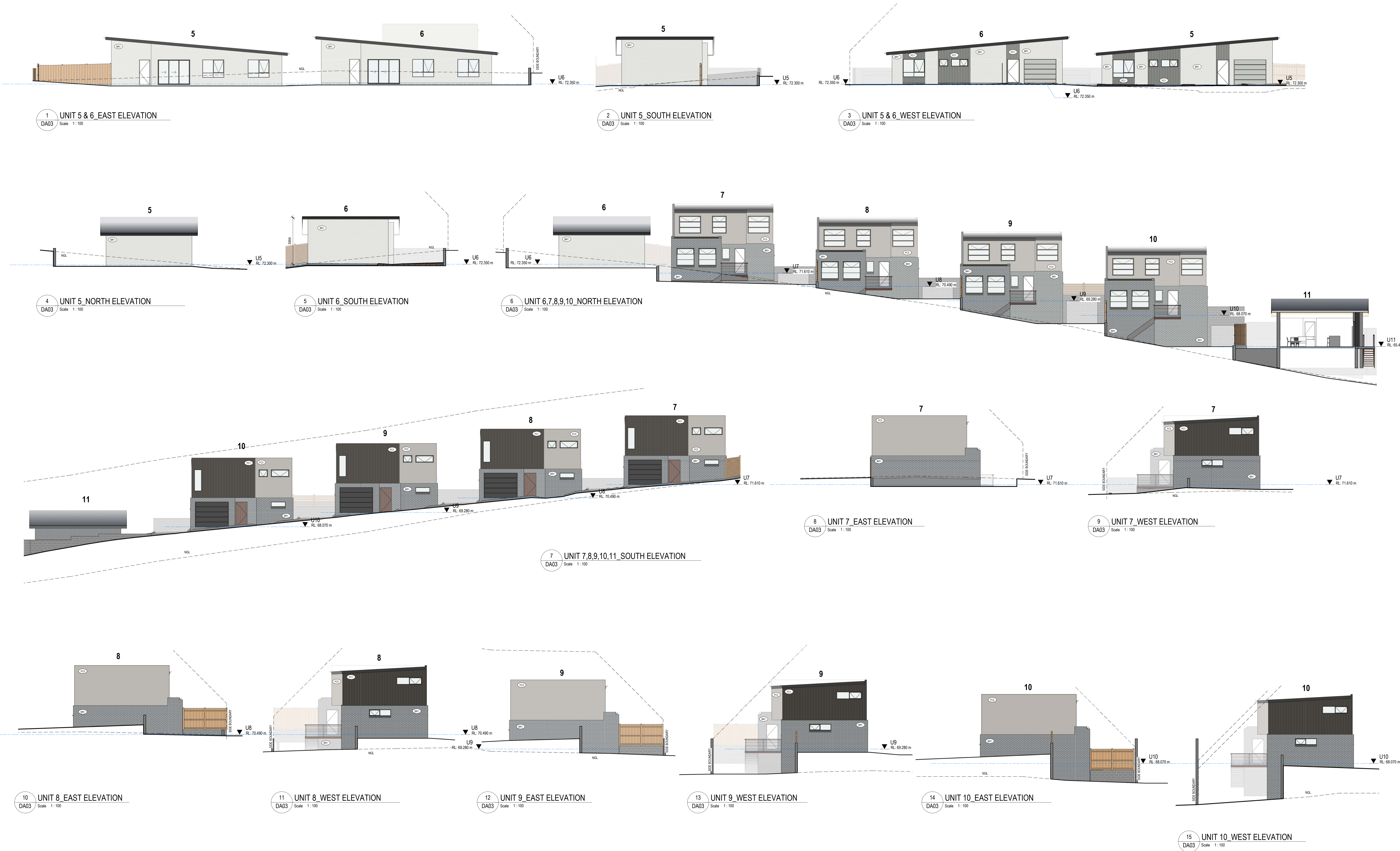
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DRAWING No.:  
**DA06**

PROJECT DATE:  
JULY 2022

REVISION:  
**1**





MATERIAL LEGEND:  
FC1 - JAMESHARDIE AXON 133 CLADDING - PAINTED  
FC2 - JAMESHARDIE WATSON CLADDING - PAINTED  
TM1 - BLACKBUTT TIMBER DECKING  
BR1 - BRICK VENEER  
CB1 - CONCRETE BLOCK

ISSUE	REVISION	DRN	APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2022

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PROJECT:  
PROPOSED 35 UNITS DEVELOPMENT

PROJECT ADDRESS:  
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DEVONPORT  
CLIENT:  
DEVONPORT PROPERTY SOLUTION  
P/L

DRAWING TITLE:  
SITE ELEVATIONS

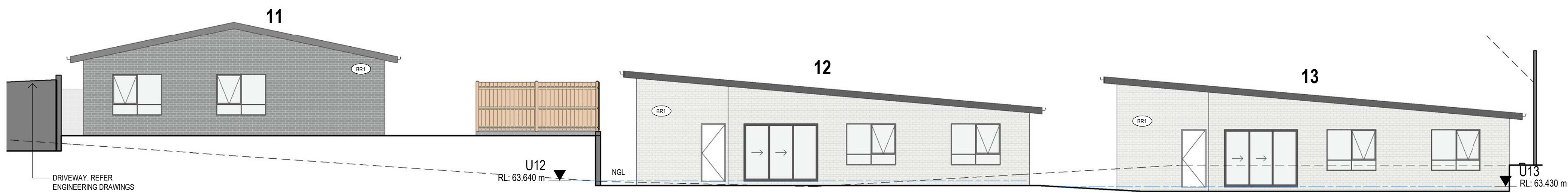
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PROJECT DATE:  
JULY 2022

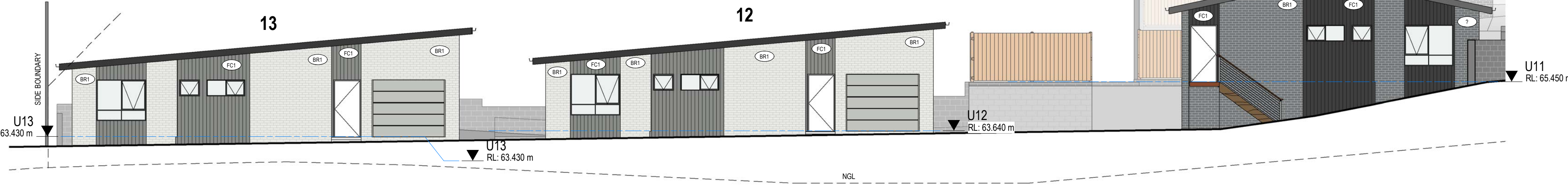
DRAWING No.:  
**DA07**

REVISION:  
**1**

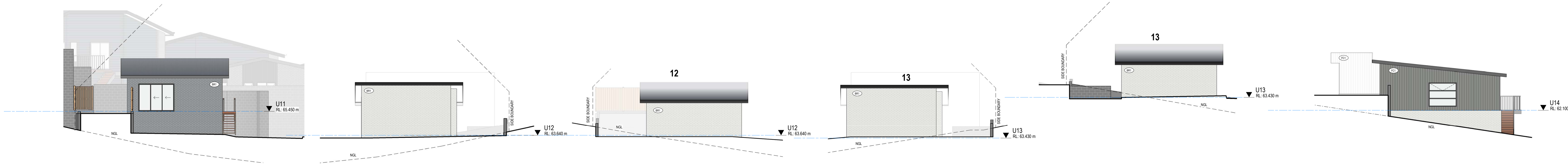




1 UNIT 11,12,13\_EAST ELEVATION  
DA03 / Scale 1:100



2 UNIT 11,12,13\_WEST ELEVATION  
DA03 / Scale 1:100



3 UNIT 11\_NORTH ELEVATION  
DA03 / Scale 1:100

4 UNIT 12\_SOUTH ELEVATION  
DA03 / Scale 1:100

5 UNIT 12\_NORTH ELEVATION  
DA03 / Scale 1:100

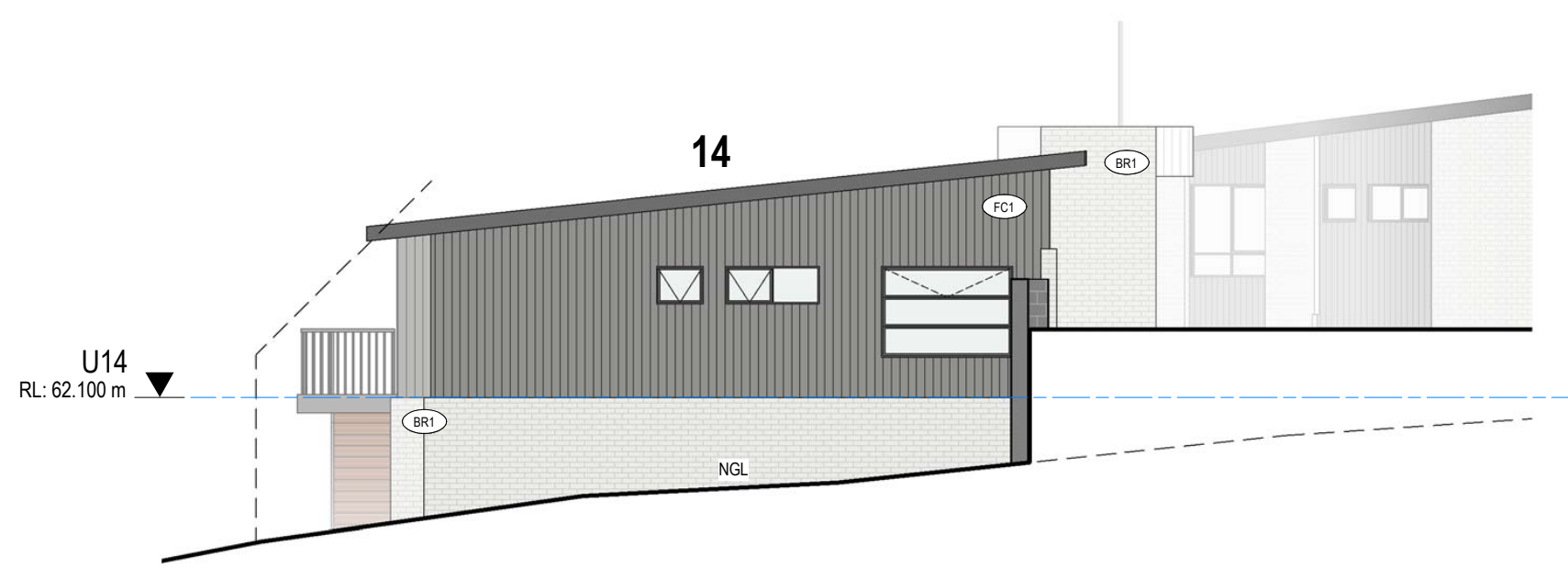
6 UNIT 13\_SOUTH ELEVATION  
DA03 / Scale 1:100

7 UNIT 13\_NORTH ELEVATION  
DA03 / Scale 1:100

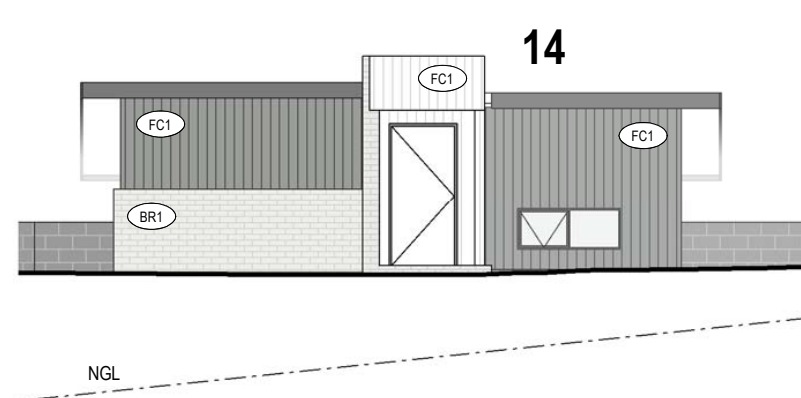
8 U14\_NORTH-EAST ELEVATION  
DA03 / Scale 1:100



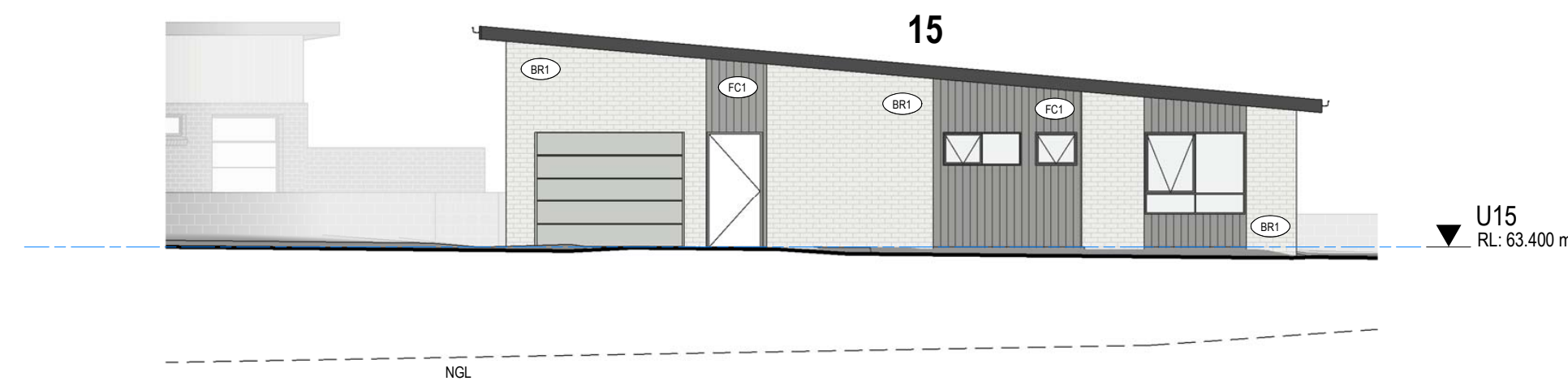
9 U14\_NORTH-WEST ELEVATION  
DA03 / Scale 1:100



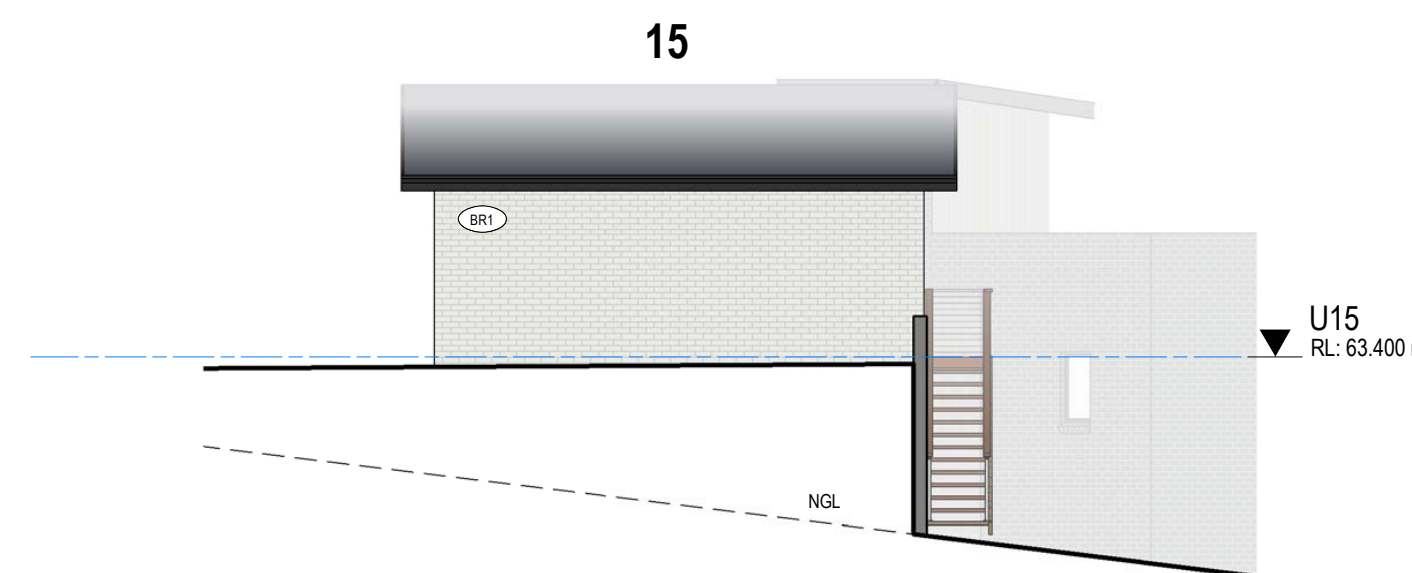
10 U14\_SOUTH-WEST ELEVATION  
DA03 / Scale 1:100



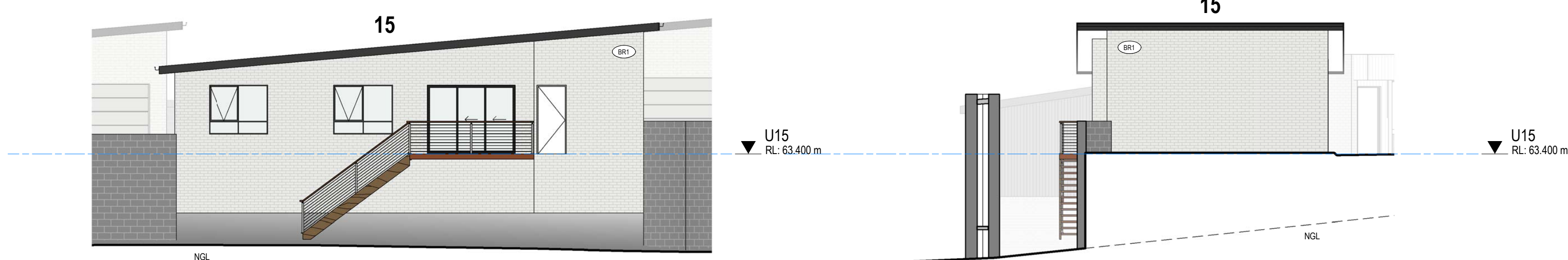
11 U14\_SOUTH-EAST ELEVATION  
DA03 / Scale 1:100



12 U15\_EAST ELEVATION  
DA03 / Scale 1:100



13 U15\_NORTH ELEVATION  
DA03 / Scale 1:100



14 U15\_WEST ELEVATION  
DA03 / Scale 1:100

15 U15\_SOUTH ELEVATION  
DA03 / Scale 1:100

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ARCHITECTS

PHONE: 0800 123 4567  
EMAIL: info@mindarchitects.co.nz  
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CONSULTANTS:

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PROJECT No.:  
2178

PROJECT:  
PROPOSED 35 UNITS DEVELOPMENT

PROJECT ADDRESS:  
84-86 HILLCREST ROAD,  
DEVONPORT  
CLIENT:  
DEVONPORT PROPERTY SOLUTION  
P/L

DRAWING TITLE:  
SITE ELEVATIONS

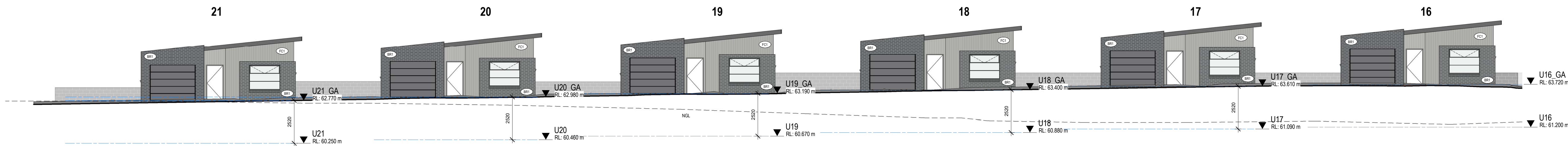
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DRAWING No.:  
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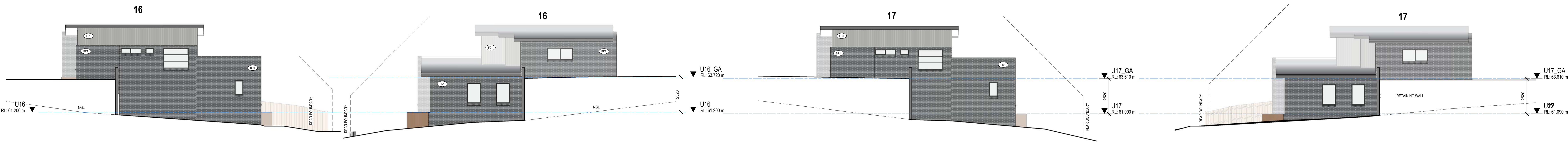
PROJECT DATE:  
JULY 2022

REVISION:  
**1**





1 U16-21\_SOUTHEAST ELEVATION  
DA03 / Scale 1:100

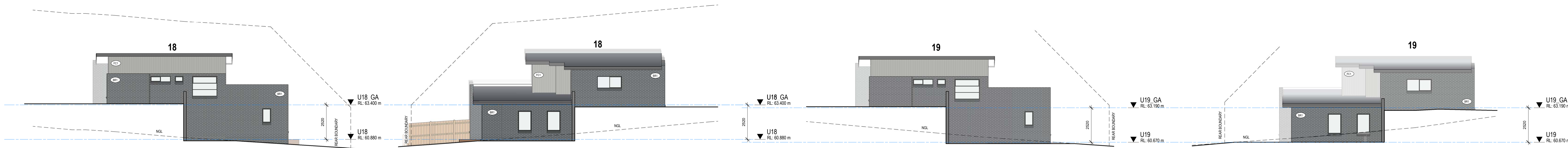


2 U16\_NORTH EAST ELEVATION  
DA03 / Scale 1:100

3 U16\_SOUTH WEST ELEVATION  
DA03 / Scale 1:100

4 U17\_NORTH EAST ELEVATION  
DA03 / Scale 1:100

5 U17\_SOUTH WEST ELEVATION  
DA03 / Scale 1:100

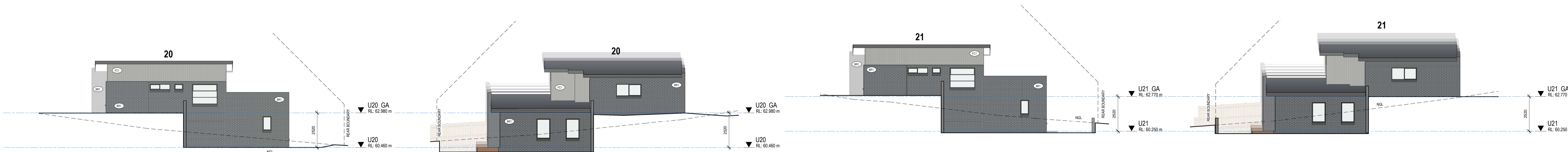


6 U18\_NORTH EAST ELEVATION  
DA03 / Scale 1:100

7 U18\_SOUTH WEST ELEVATION  
DA03 / Scale 1:100

8 U19\_NORTH EAST ELEVATION  
DA03 / Scale 1:100

9 U19\_SOUTH WEST ELEVATION  
DA03 / Scale 1:100



10 U20\_NORTH EAST ELEVATION  
DA03 / Scale 1:100

11 U20\_SOUTH WEST ELEVATION  
DA03 / Scale 1:100

12 U21\_NORTH EAST ELEVATION  
DA03 / Scale 1:100

13 U21\_SOUTH WEST ELEVATION  
DA03 / Scale 1:100

ISSUE	REVISION	OWN	APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2022

**MinD.**  
ARCHITECTS

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EMAIL: INFO@MINDARCHITECTS.CO.NZ  
WEBSITE: WWW.MINDARCHITECTS.CO.NZ

INTERIOR: JAMES HARRISON  
LANDSCAPE: JAMES HARRISON  
STRUCTURE: JAMES HARRISON

CONSULTANTS:

REASON FOR ISSUE  
DEVELOPMENT  
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PROJECT No.:  
2178

PROJECT:  
PROPOSED 35 UNITS DEVELOPMENT  
PROJECT ADDRESS:  
84-86 HILLCREST ROAD,  
DEVONPORT  
CLIENT:  
DEVONPORT PROPERTY SOLUTION  
P/L

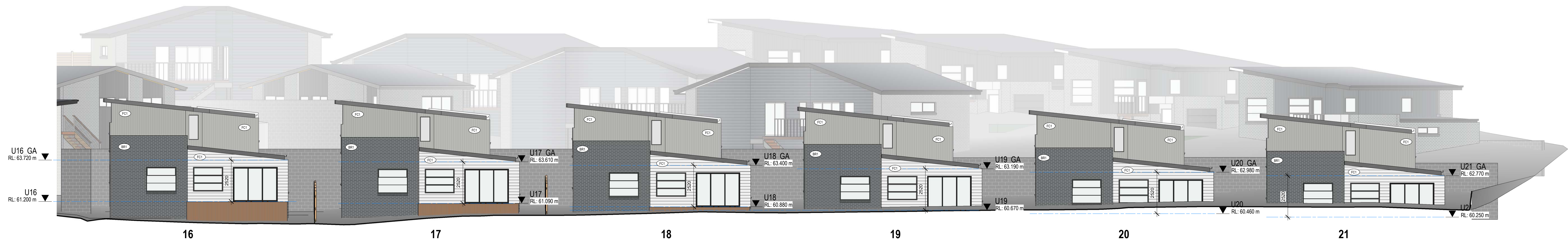
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SITE ELEVATIONS

SCALE:  
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PROJECT DATE:  
JULY 2022

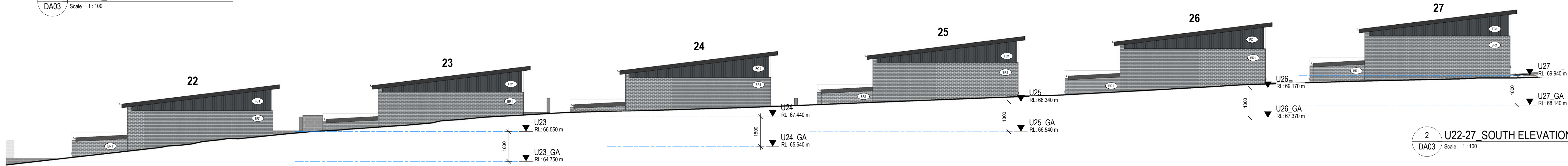
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**DA09**

REVISION:  
**1**

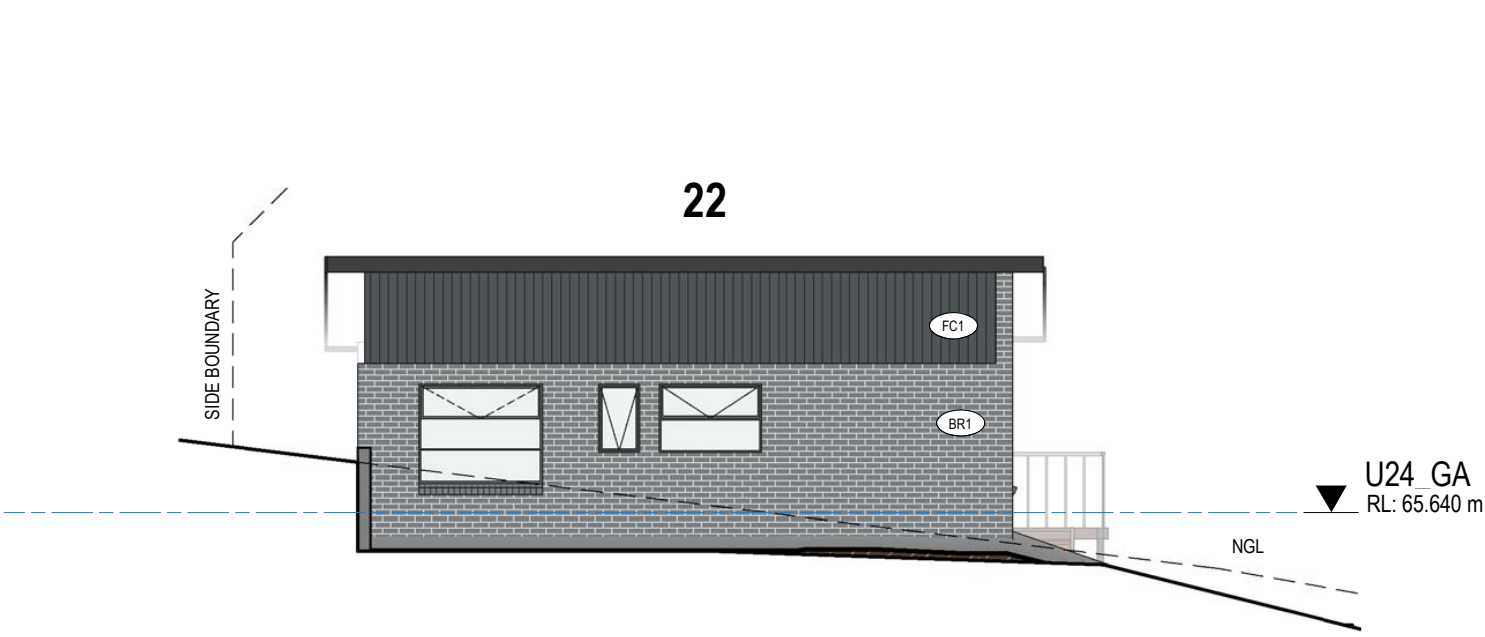




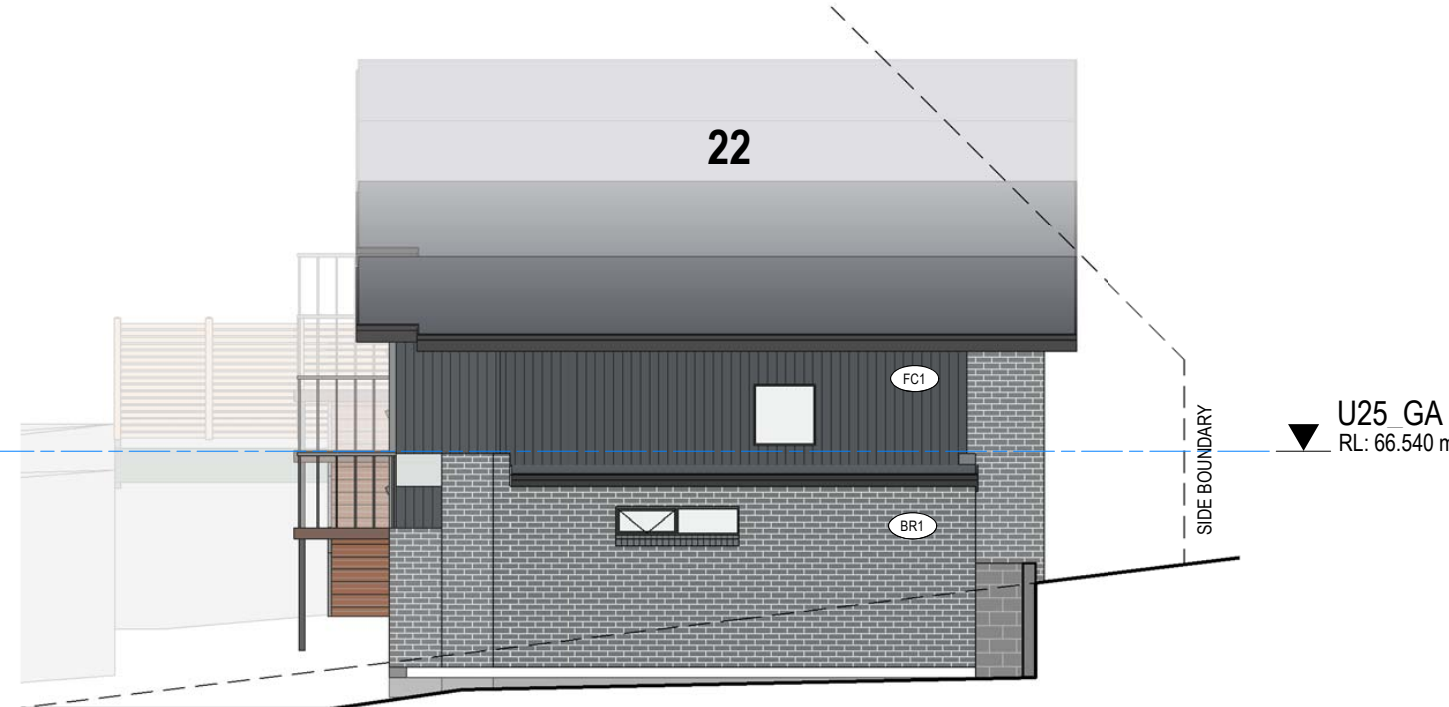
1 U16-21 NORTHWEST ELEVATION  
DA03 / Scale 1: 100



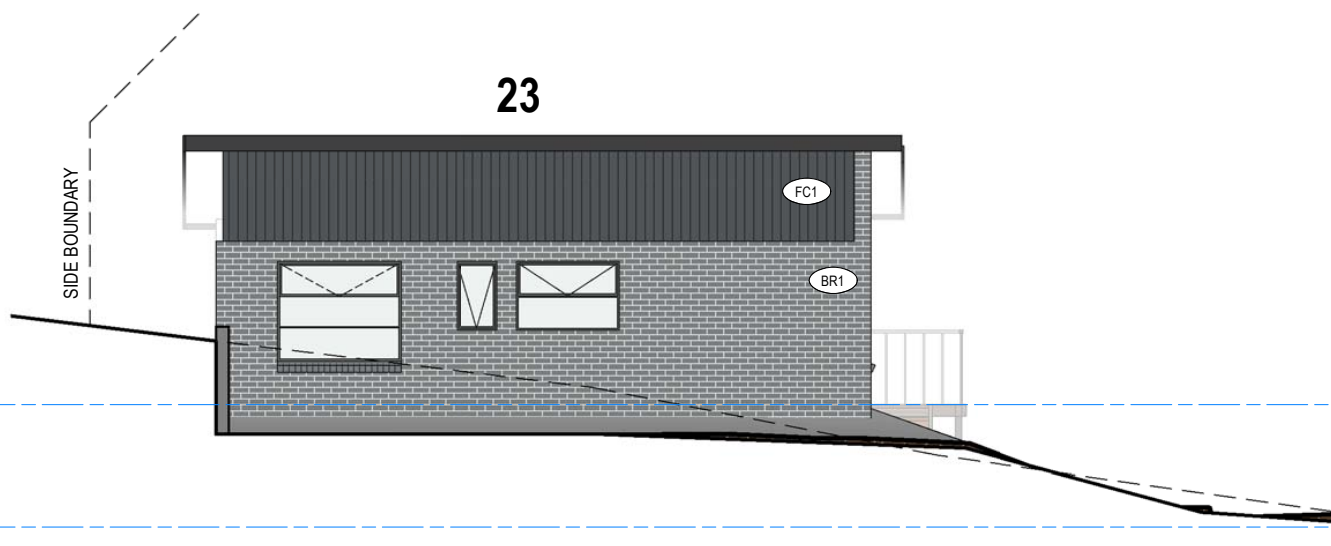
2 U22-27 SOUTH ELEVATION  
DA03 / Scale 1: 100



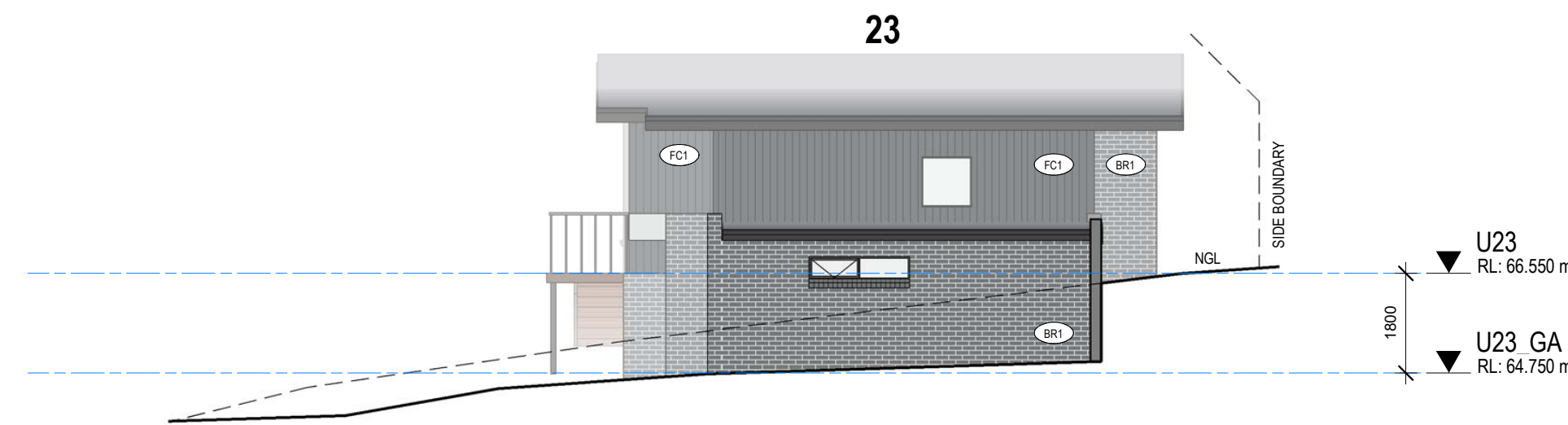
3 U22 EAST ELEVATION  
DA03 / Scale 1: 100



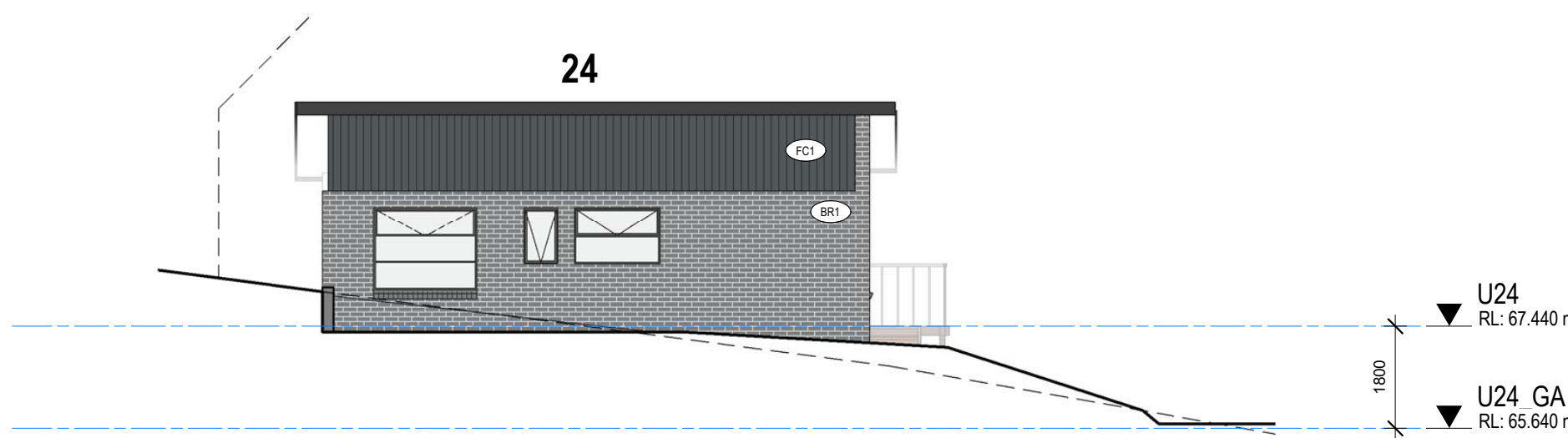
4 U22 WEST ELEVATION  
DA03 / Scale 1: 100



5 U23 EAST ELEVATION  
DA03 / Scale 1: 100



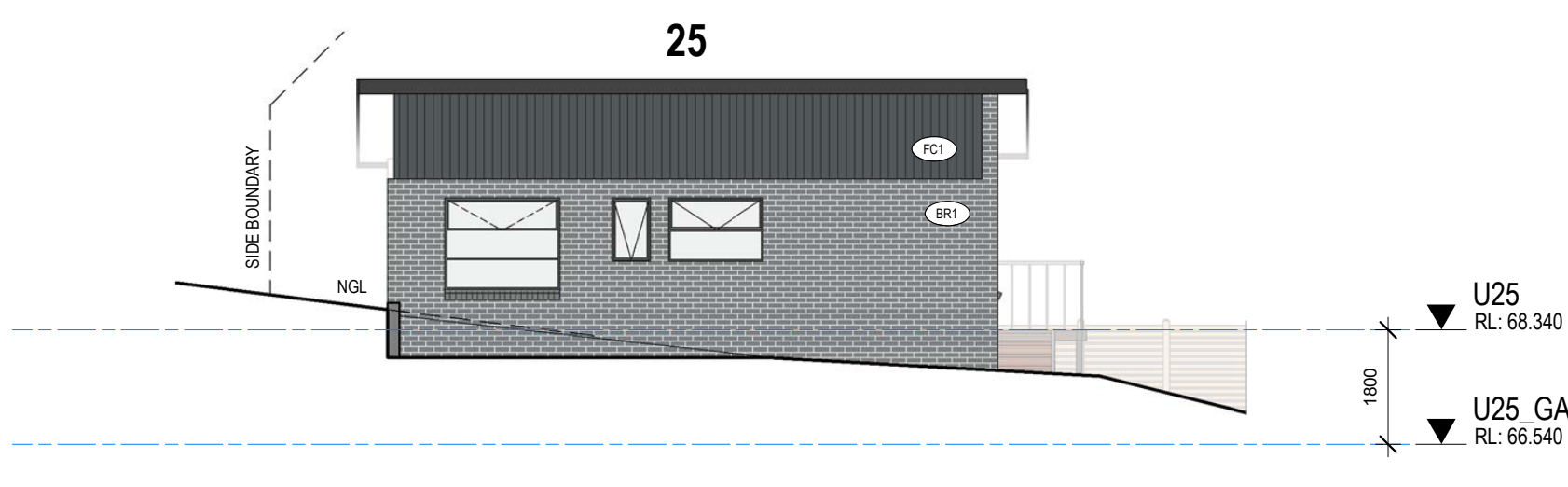
6 U23 WEST ELEVATION  
DA03 / Scale 1: 100



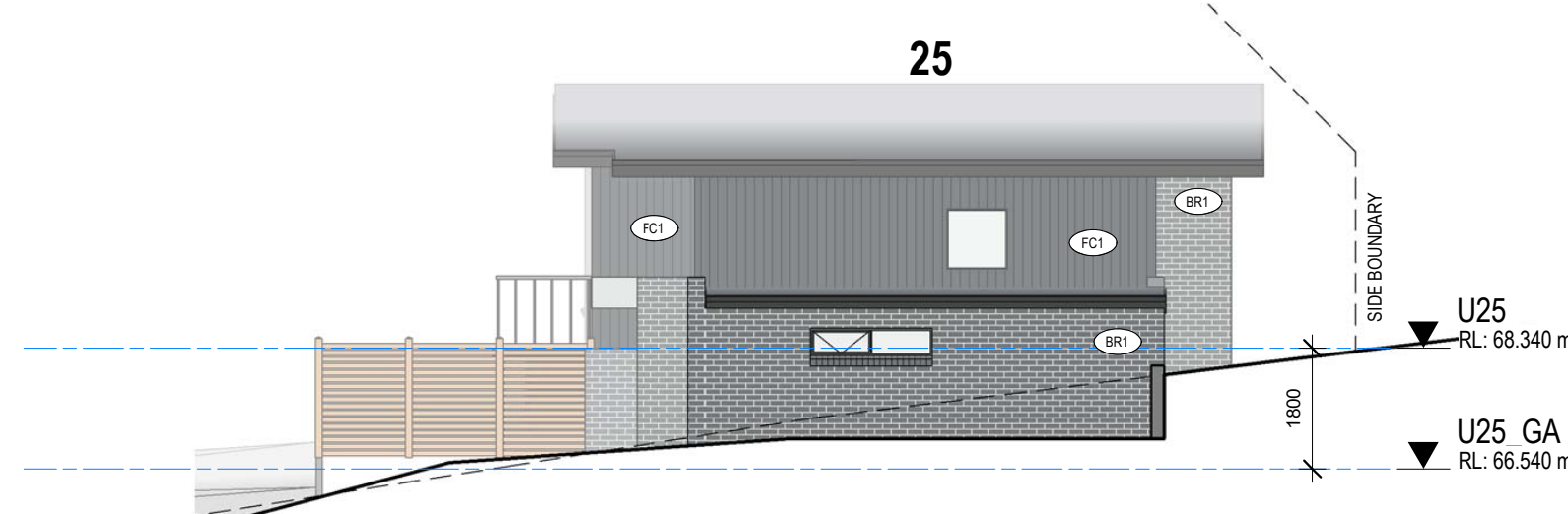
7 U24 EAST ELEVATION  
DA03 / Scale 1: 100



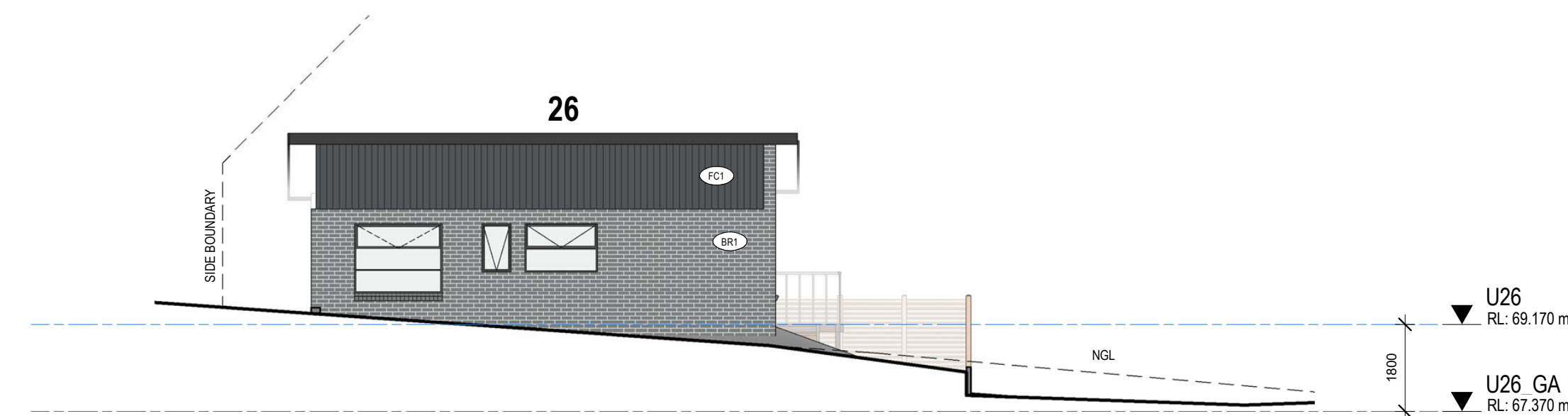
8 U24 WEST ELEVATION  
DA03 / Scale 1: 100



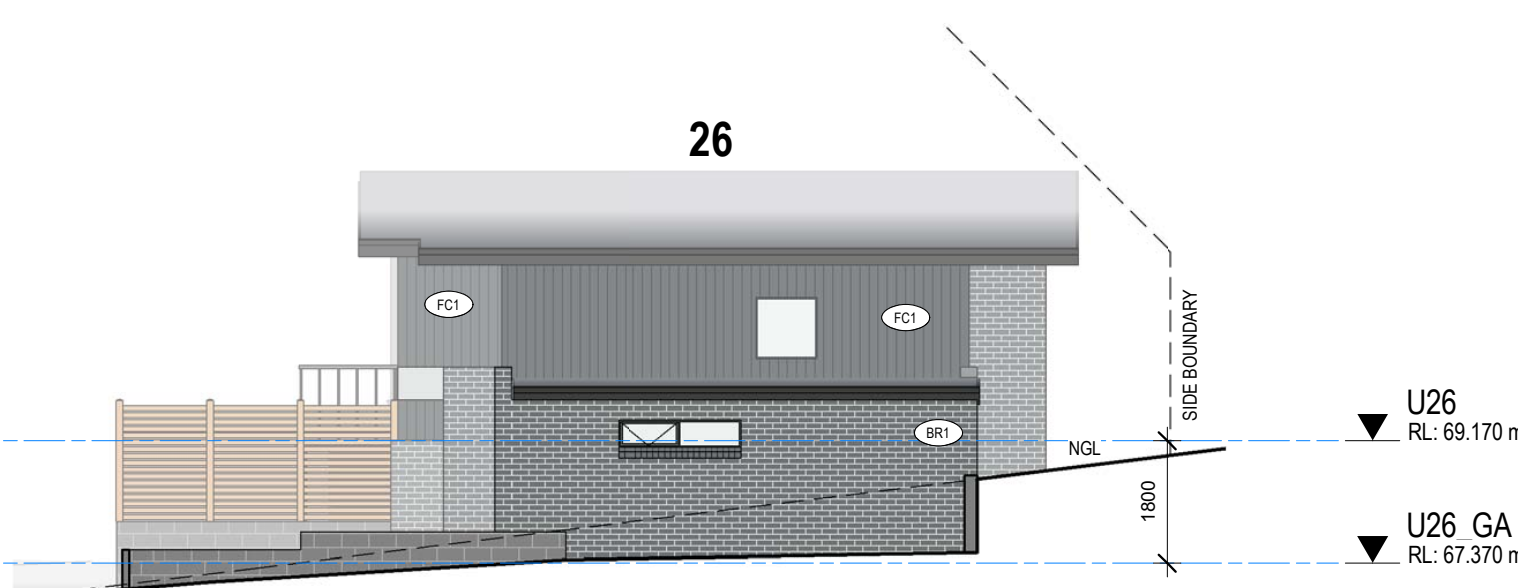
9 U25 EAST ELEVATION  
DA03 / Scale 1: 100



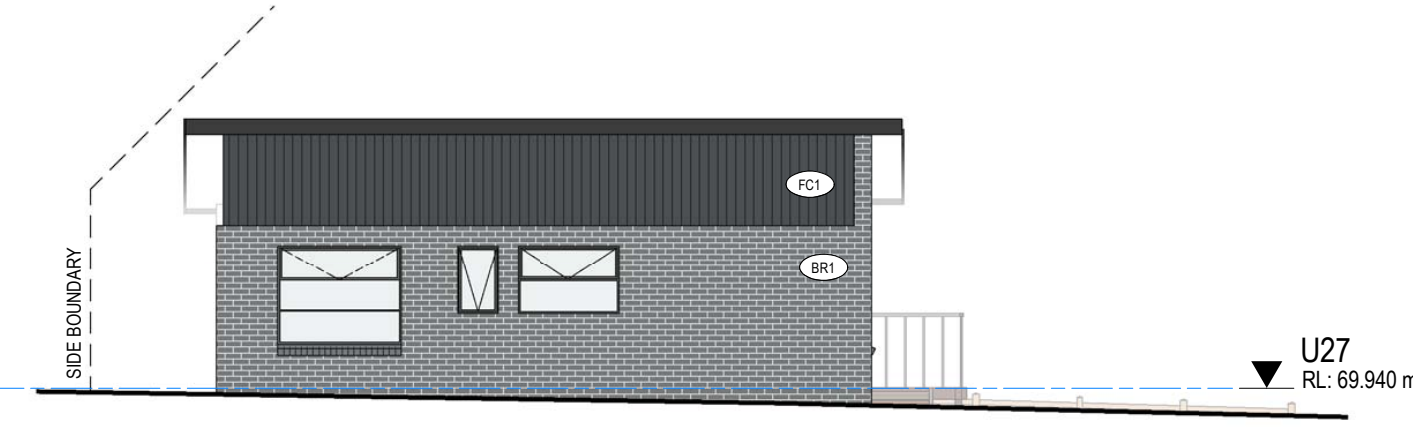
10 U25 WEST ELEVATION  
DA03 / Scale 1: 100



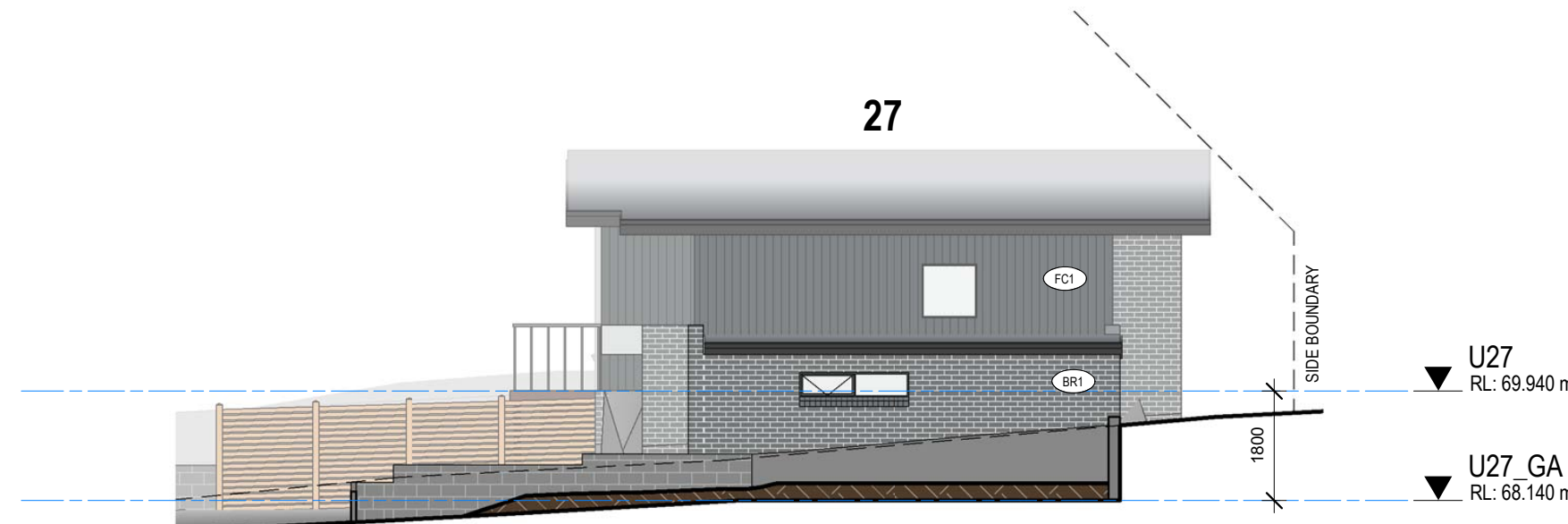
11 U26 EAST ELEVATION  
DA03 / Scale 1: 100



12 U26 WEST ELEVATION  
DA03 / Scale 1: 100



13 U27 EAST ELEVATION  
DA03 / Scale 1: 100



14 U27 WEST ELEVATION  
DA03 / Scale 1: 100

ISSUE	REVISION	CHK	APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2022

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DEVELOPMENT  
APPROVAL

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PROJECT No.:  
2178

PROJECT:  
PROPOSED 35 UNITS DEVELOPMENT

PROJECT ADDRESS:  
84-86 HILLCREST ROAD,  
DEVONPORT  
CLIENT:  
DEVONPORT PROPERTY SOLUTION  
P/L

DRAWING TITLE:  
SITE ELEVATIONS

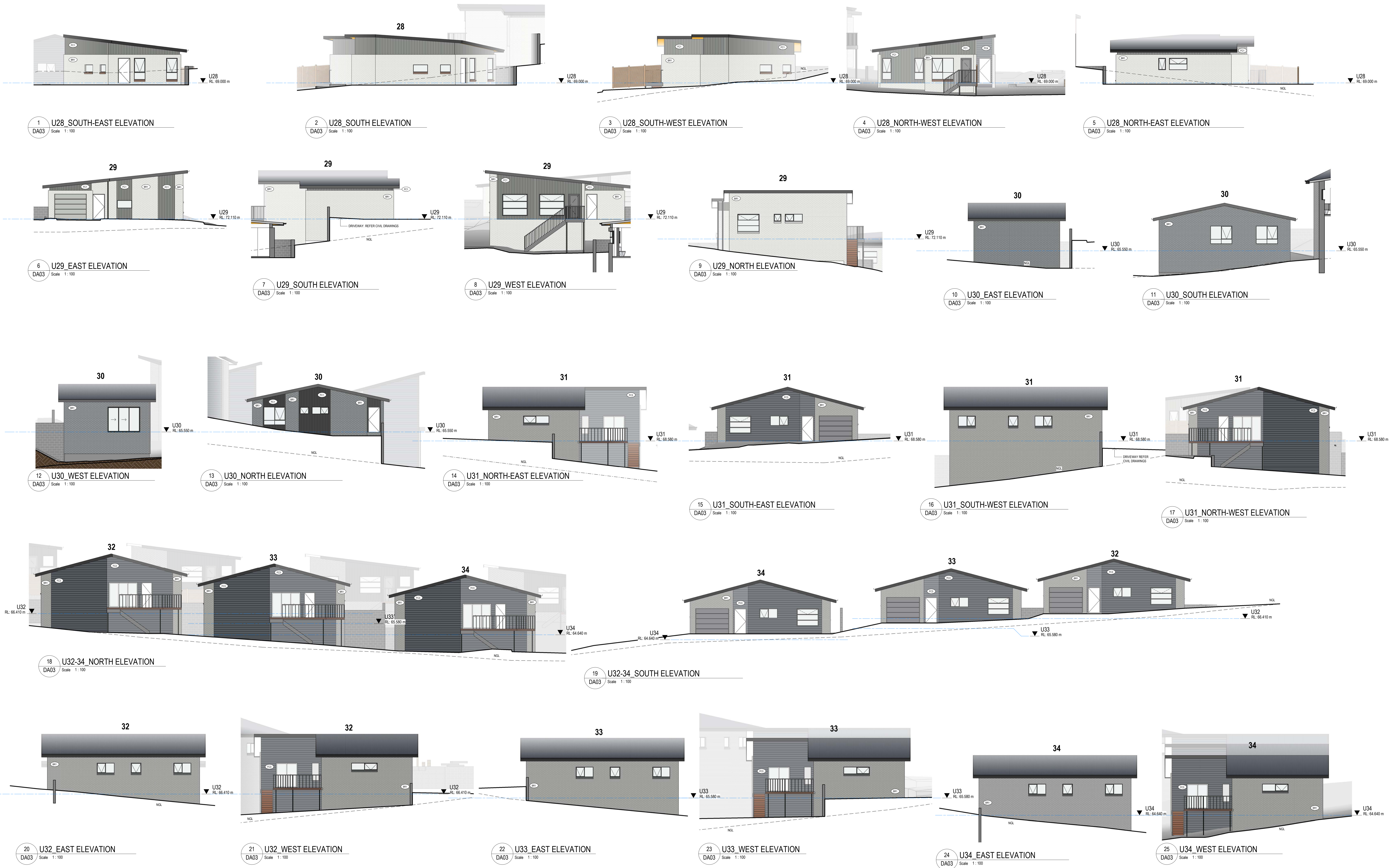
SCALE:  
1: 100 @ A0

DRAWING No.:  
**DA10**

PROJECT DATE:  
JULY 2022

REVISION:  
**1**





ISSUE	REVISION	OWN	APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2022

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CONSULTANTS:

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DEVELOPMENT  
APPROVAL

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PROJECT No.:  
2178

PROJECT:  
PROPOSED 35 UNITS DEVELOPMENT

PROJECT ADDRESS:  
84-86 HILLCREST ROAD,  
DEVONPORT  
CLIENT:  
DEVONPORT PROPERTY SOLUTION  
P/L

DRAWING TITLE:  
SITE ELEVATIONS

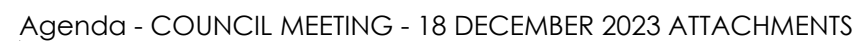
SCALE:  
1:100 @ A0

DRAWING No.:  
**DA11**

PROJECT DATE:  
JULY 2022

REVISION:  
**1**



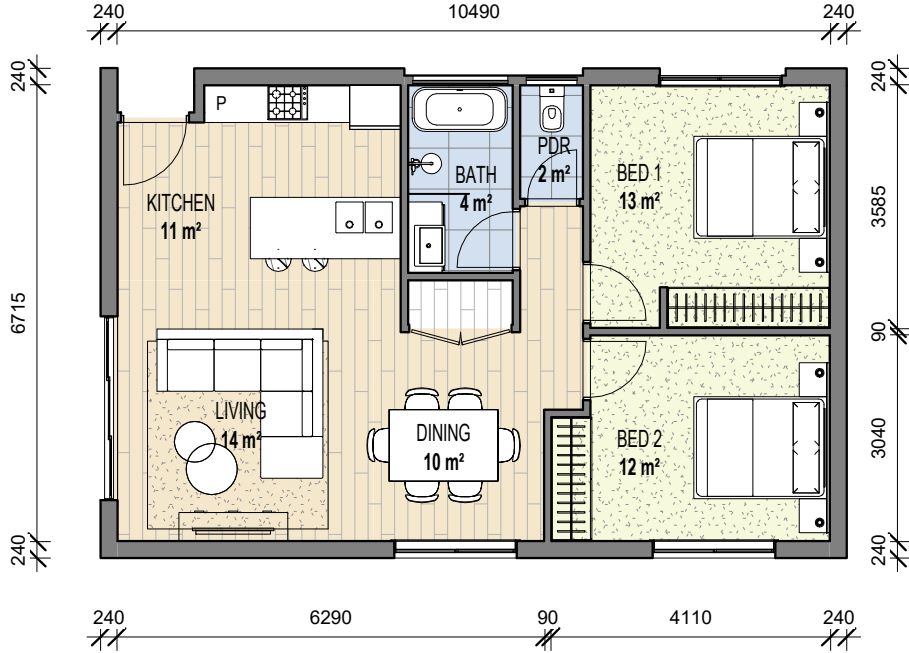
UNIT AREA - 109.36 SQ.M. (INC. EXTERNAL WALL)

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REVISION: 1



ROOM SCHEDULE	
Name	Area
KITCHEN	11 m²
PDR	2 m²
BED 1	13 m²
BED 2	12 m²
BATH	4 m²
LIVING	14 m²
DINING	10 m²

1 LEVEL GROUND  
DA41 Scale 1 : 100

UNIT AREA - 78.04\_SQ.M. (INC. EXTERNAL WALL)

ISSUE	REVISION	DRN	CHK / APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2023

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PROJECT:  
PROPOSED 35 UNITS DEVELOPMENT

PROJECT ADDRESS:  
84-86 HILLCREST ROAD,  
DEVONPORT

CLIENT:  
DEVONPORT PROPERTY  
SOLUTION P/L

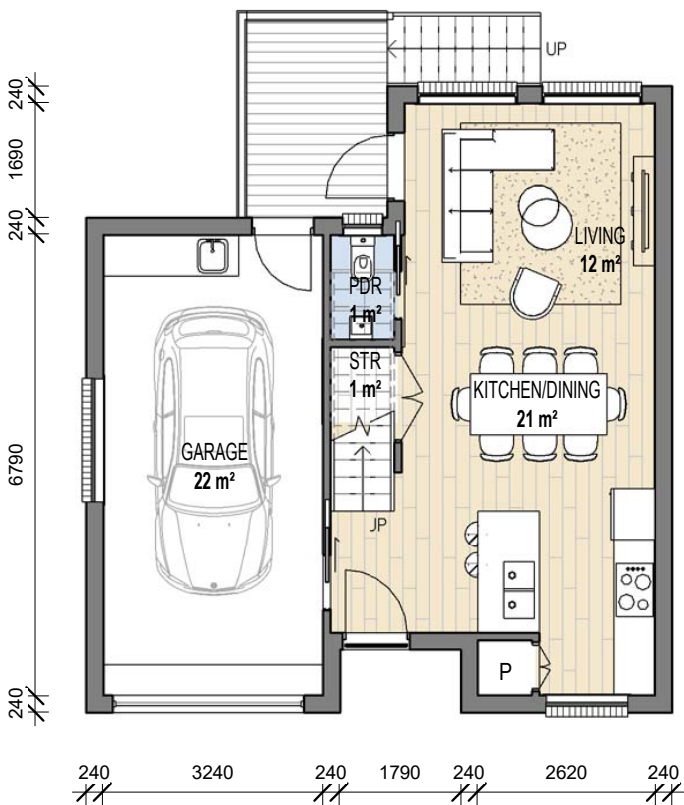
DRAWING TITLE:  
UNIT 5-6,11-13,15&31\_PLANS

PROJECT NO.:  
2178

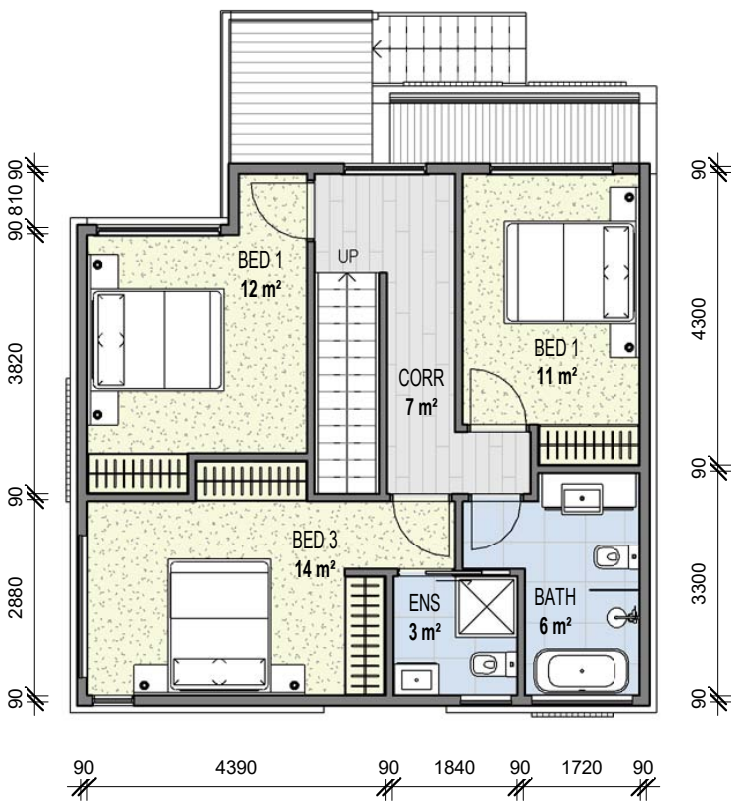
SCALE:  
1 : 100 @  
A3

DRAWING No.:  
**DA40**

REVISION:  
**1**



1 LEVEL GROUND  
Scale 1 : 100



2 LEVEL 1  
Scale 1 : 100

ROOM SCHEDULE		
LEVEL	NAME	AREA
LEVEL GROUND.	KITCHEN/DINING	21 m²
LEVEL GROUND.	GARAGE	22 m²
LEVEL GROUND.	PDR	1 m²
LEVEL GROUND.	LIVING	12 m²
LEVEL GROUND.	STR	1 m²
LEVEL 1	ENS	3 m²
LEVEL 1	BED 3	14 m²
LEVEL 1	BED 1	12 m²
LEVEL 1	BATH	6 m²
LEVEL 1	BED 1	11 m²
LEVEL 1	CORR	7 m²

UNIT AREA  
- LEVEL GROUND - 69.01 SQ.M.  
- LEVEL 1 - 64.95 SQ.M.  
TOTAL - 133.96 SQ.M. (INC. EXTERNAL WALL)

ISSUE	REVISION	DRN	CHK / APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	26/05/2023

**MinD.**  
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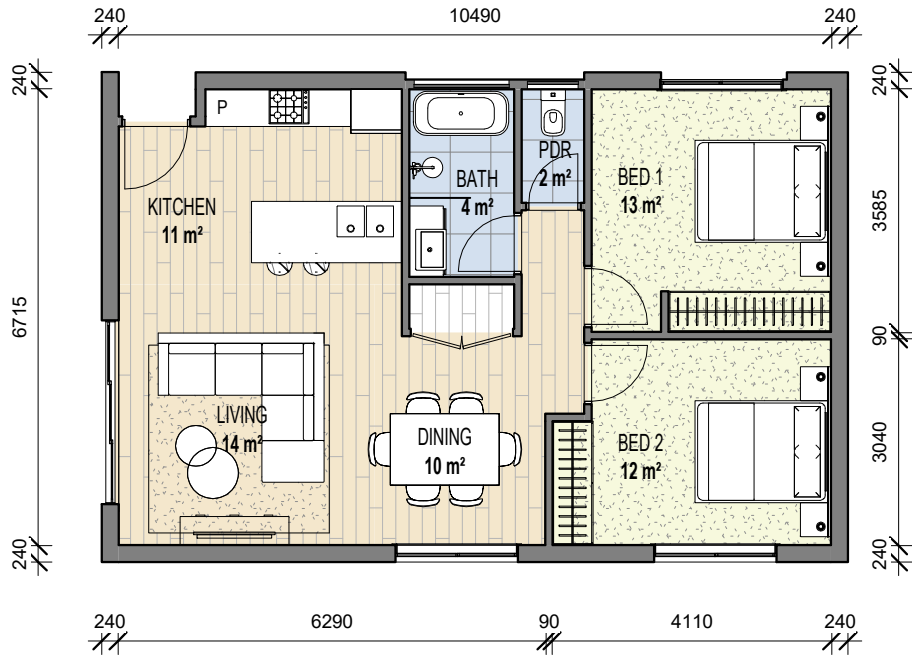
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PROJECT:  
PROPOSED 35 UNITS DEVELOPMENT  
PROJECT ADDRESS:  
84-86 HILLCREST ROAD,  
DEVONPORT  
CLIENT:  
DEVONPORT PROPERTY  
SOLUTION P/L

DRAWING TITLE:  
UNIT 7-10\_PLANS  
PROJECT NO.:  
2178

SCALE:  
1 : 100 @  
A3  
DRAWING No.:  
**DA60**

REVISION:  
**1**



1 LEVEL GROUND  
DA41 Scale 1 : 100

ROOM SCHEDULE	
Name	Area
KITCHEN	11 m²
PDR	2 m²
BED 1	13 m²
BED 2	12 m²
BATH	4 m²
LIVING	14 m²
DINING	10 m²

UNIT AREA - 78.04\_SQ.M. (INC. EXTERNAL WALL)

ISSUE	REVISION	DRN	CHK / APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2023

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PROJECT:  
PROPOSED 35 UNITS DEVELOPMENT

PROJECT ADDRESS:  
84-86 HILLCREST ROAD,  
DEVONPORT

CLIENT:  
DEVONPORT PROPERTY  
SOLUTION P/L

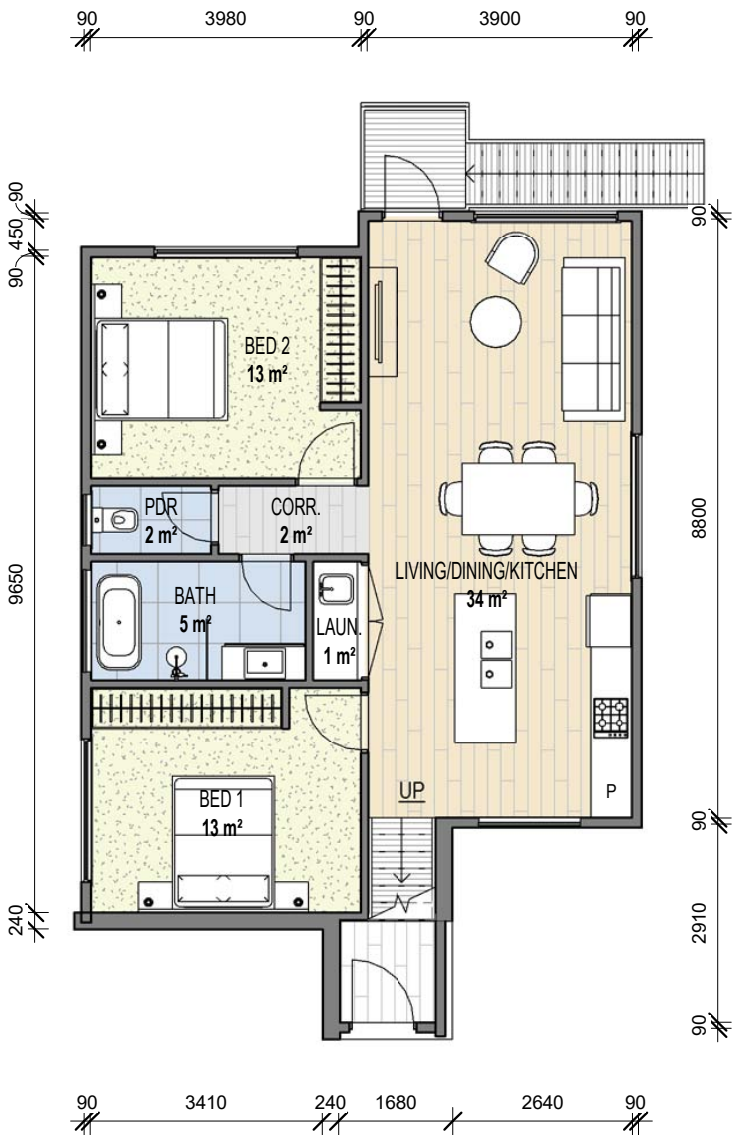
DRAWING TITLE:  
UNIT 11\_PLAN

PROJECT NO.:  
2178

SCALE:  
1 : 100 @  
A3

DRAWING No.:  
**DA80**

REVISION:  
**1**



1 LEVEL GROUND  
DA21 Scale 1 : 100

ROOM SCHEDULE	
Name	Area
BED 2	13 m²
BATH	5 m²
PDR	2 m²
BED 1	13 m²
LIVING/DINING/KITCHEN	34 m²
CORR.	2 m²
LAUN.	1 m²

UNIT AREA - 80.50 SQ.M. (INC. EXTERNAL WALL)

ISSUE	REVISION	DRN	CHK / APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2023

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PROJECT:  
PROPOSED 35 UNITS DEVELOPMENT

PROJECT ADDRESS:  
84-86 HILLCREST ROAD, DEVONPORT

CLIENT:  
DEVONPORT PROPERTY  
SOLUTION P/L

DRAWING TITLE:  
UNIT 14\_PLAN

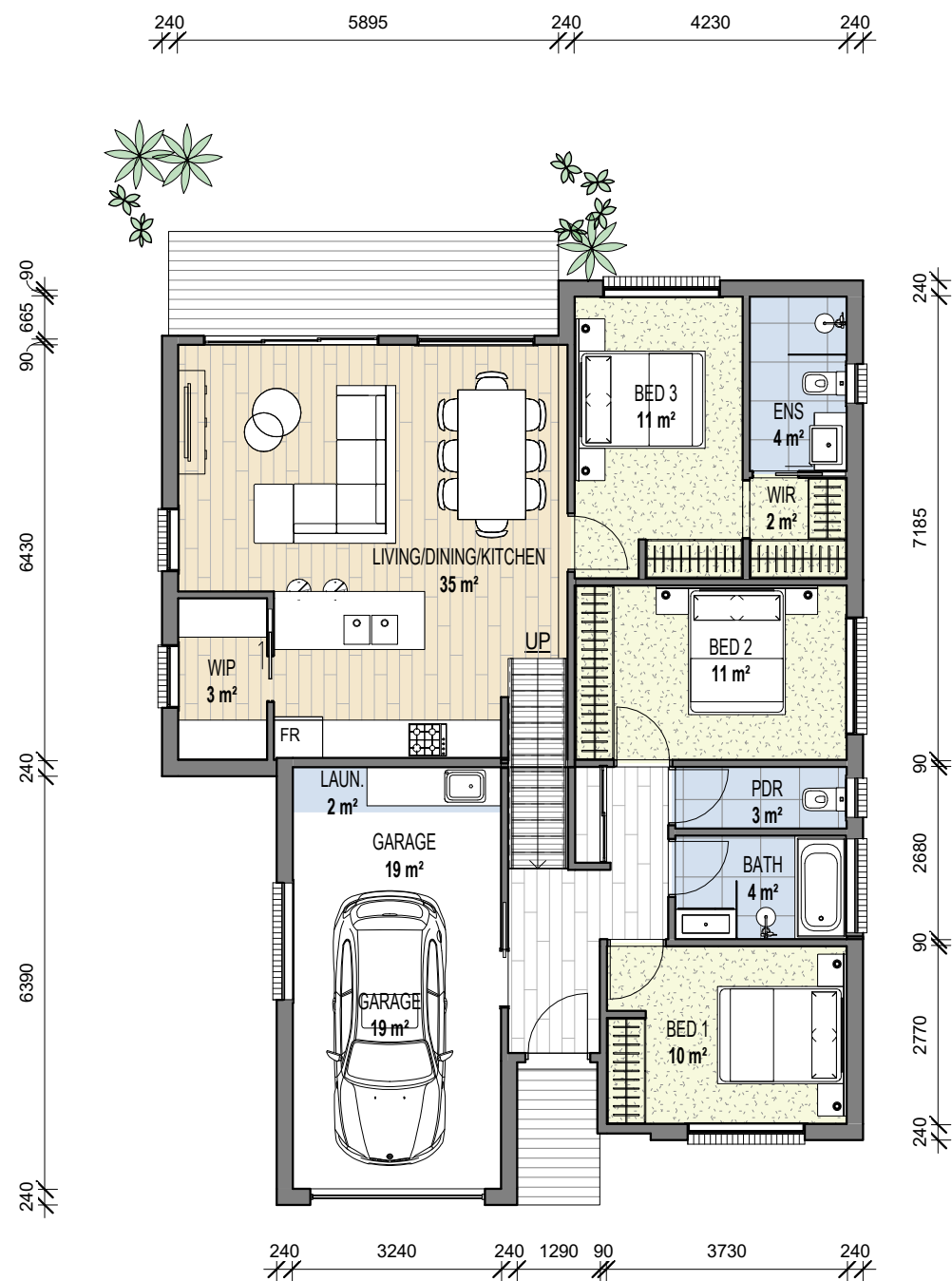
PROJECT NO.:  
2178

SCALE:  
1 : 100 @  
A3

DRAWING No.:  
**DA100**

REVISION:  
**1**





1 LEVEL GROUND  
DA61 Scale 1 : 100

ROOM SCHEDULE	
Name	Area
BED 2	11 m²
PDR	3 m²
GARAGE	19 m²
ENS	6 m²
BED 3	11 m²
BATH	4 m²
BED 1	10 m²
BED 3	11 m²
ENS	4 m²
WIR	2 m²
WIP	3 m²
LIVING/DINING/KITCHEN	35 m²
LAUN.	2 m²

UNIT AREA - 131.07 SQ.M. (INC. EXTERNAL WALL)

ISSUE	REVISION	DRN	CHK / APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2023

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PROJECT:  
PROPOSED 35 UNITS DEVELOPMENT

PROJECT ADDRESS:  
84-86 HILLCREST ROAD,  
DEVONPORT

CLIENT:  
DEVONPORT PROPERTY  
SOLUTION P/L

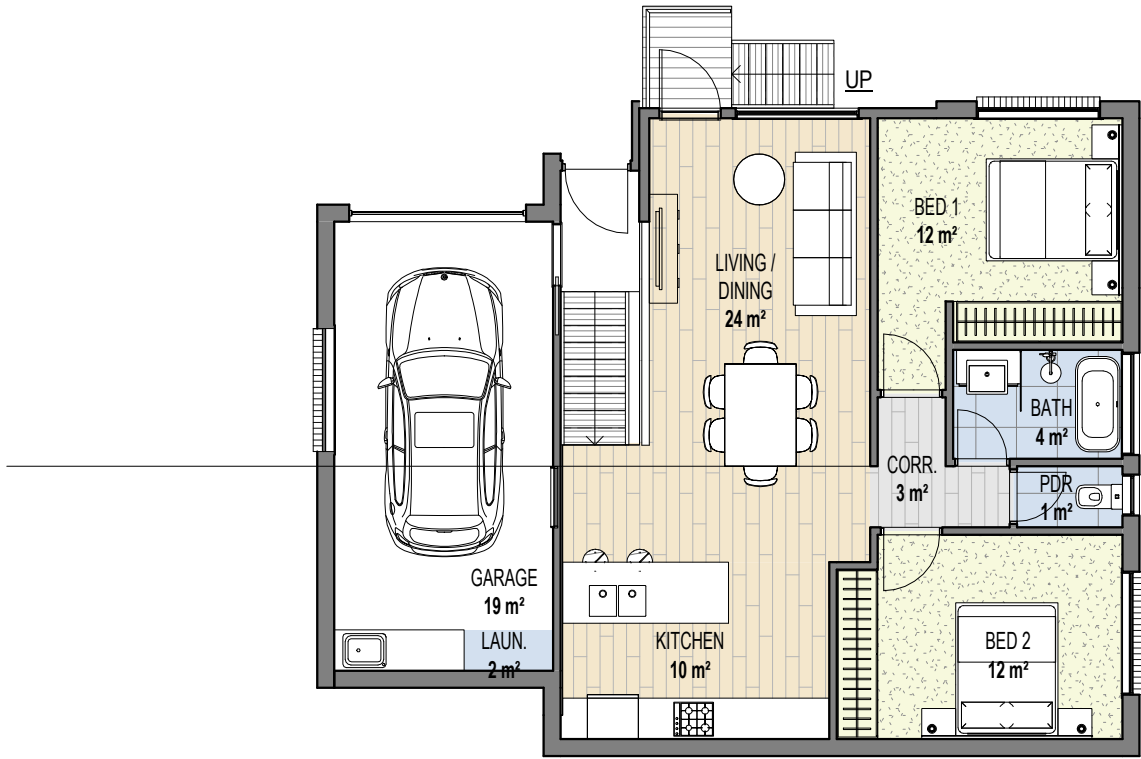
DRAWING TITLE:  
UNIT 16-21\_PLANS

PROJECT NO.:  
2178

SCALE:  
1 : 100 @  
A3

DRAWING No.:  
DA120

REVISION:  
1



Room Schedule	
Name	Area
GARAGE	21 m²
BED 1	12 m²
BED 2	12 m²
KITCHEN	10 m²
BATH	4 m²
PDR	1 m²
LIVING / DINING	24 m²
CORR.	3 m²
GARAGE	19 m²
LAUN.	2 m²

UNIT AREA - 106.78 SQ.M. (INC. EXTERNAL WALL)

1

DA33

LEVEL GROUND

Scale 1 : 100

ISSUE	REVISION	DRN	CHK / APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2023

MinD.

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PROJECT:

PROPOSED 35 UNITS DEVELOPMENT

PROJECT ADDRESS:

84-86 HILLCREST ROAD,

DEVONPORT

CLIENT:

DEVONPORT PROPERTY

SOLUTION P/L

DRAWING TITLE:

UNIT 22-27\_PLANS

PROJECT NO.:

2178

SCALE:

1 : 100 @

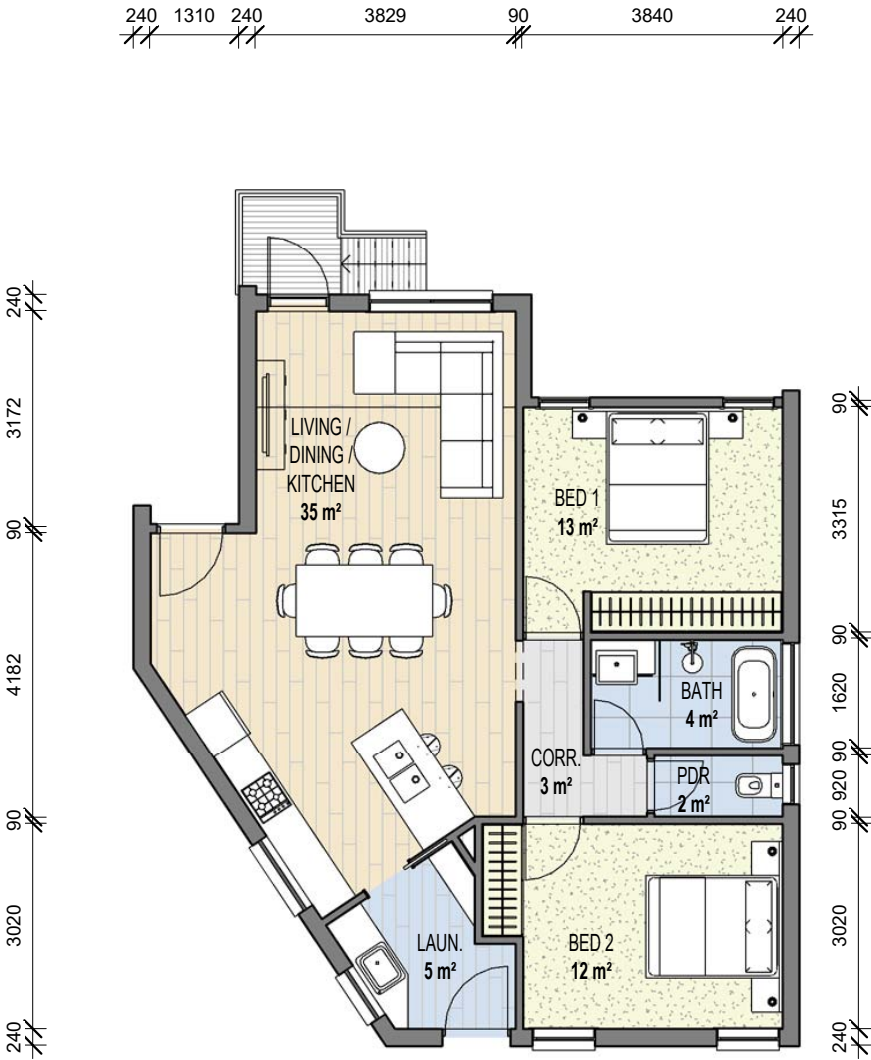
A3

DRAWING No.:

DA140

REVISION:

1



Room Schedule	
Name	Area
LIVING / DINING / KITCHEN	35 m²
BED 1	13 m²
BED 2	12 m²
BATH	4 m²
PDR	2 m²
CORR.	3 m²
LAUN.	5 m²

UNIT AREA - 86.57 SQ.M. (INC. EXTERNAL WALL)

1

DA33

LEVEL GROUND

Scale 1 : 100



ISSUE	REVISION	DRN	CHK / APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	26/05/2023

MinD.

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PROJECT:  
PROPOSED 36 UNITS DEVELOPMENT

PROJECT ADDRESS:  
84-86 HILLCREST ROAD,  
DEVONPORT

CLIENT:  
DEVONPORT PROPERTY  
SOLUTION P/L

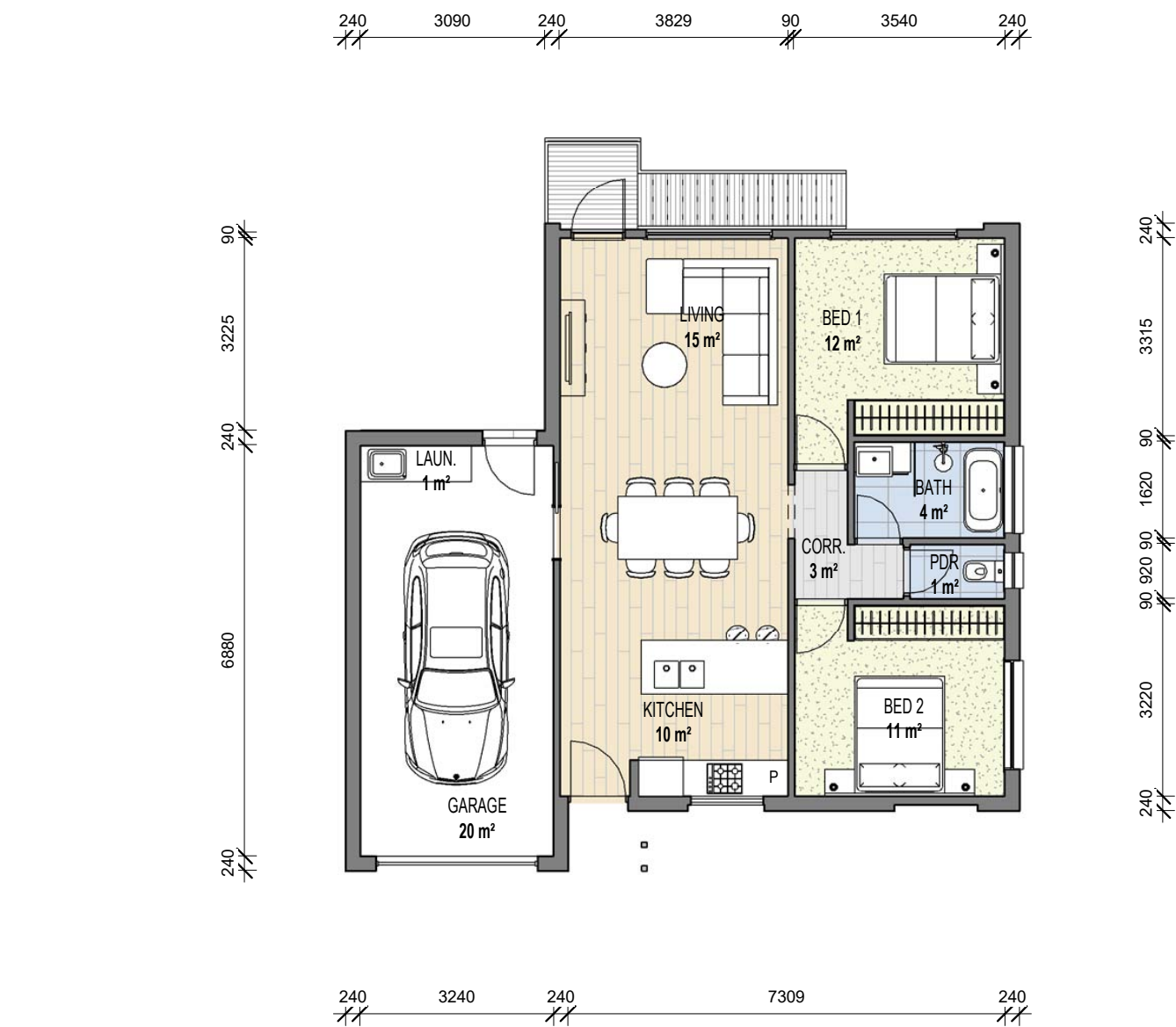
DRAWING TITLE:  
UNIT 28\_PLAN

PROJECT NO.:  
2178

SCALE:  
1 : 100 @  
A3

DRAWING No.:  
**DA160**

REVISION:  
**1**



1 LEVEL GROUND  
DA21 Scale 1 : 100

ROOM SCHEDULE	
Name	Area
LIVING	15 m²
GARAGE	20 m²
BED 1	12 m²
BED 2	11 m²
KITCHEN	10 m²
DINING	11 m²
BATH	4 m²
PDR	1 m²
CORR.	3 m²
LAUN.	1 m²

UNIT AREA - 102.90 SQ.M. (INC. EXTERNAL WALL)

ISSUE	REVISION	DRN	CHK / APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2023

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PROJECT:  
PROPOSED 35 UNITS DEVELOPMENT

PROJECT ADDRESS:  
84-86 HILLCREST ROAD,  
DEVONPORT

CLIENT:  
DEVONPORT PROPERTY  
SOLUTION P/L

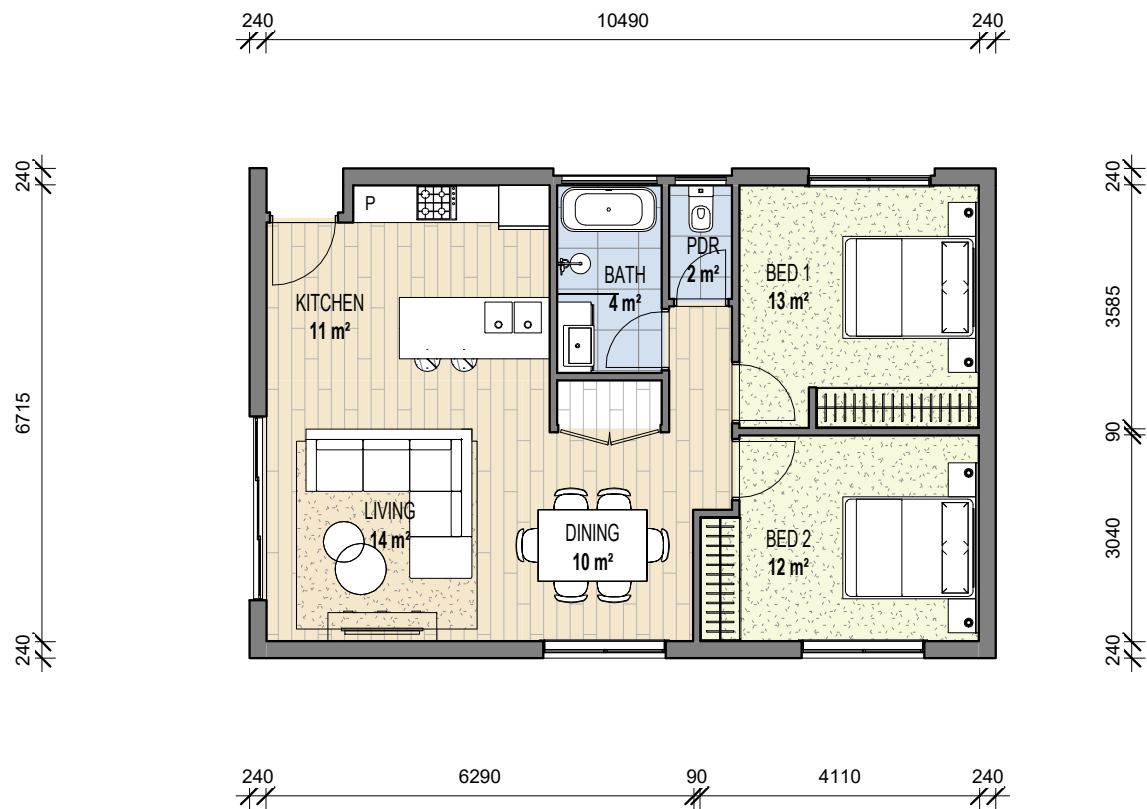
DRAWING TITLE:  
UNIT 29\_PLAN

PROJECT NO.:  
2178

SCALE:  
1 : 100 @  
A3

DRAWING No.:  
**DA180**

REVISION:  
**1**



ROOM SCHEDULE	
Name	Area
KITCHEN	11 m²
PDR	2 m²
BED 1	13 m²
BED 2	12 m²
BATH	4 m²
LIVING	14 m²
DINING	10 m²

1

DA41

LEVEL GROUND

Scale 1 : 100

UNIT AREA - 78.04 SQ.M. (INC. EXTERNAL WALL)

ISSUE	REVISION	DRN	CHK / APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2023

MinD.

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PROJECT:

PROPOSED 35 UNITS DEVELOPMENT

PROJECT ADDRESS:

84-86 HILLCREST ROAD,

DEVONPORT

CLIENT:

DEVONPORT PROPERTY

SOLUTION P/L

DRAWING TITLE:

UNIT 30\_PLAN

PROJECT NO.:

2178

SCALE:

1 : 100 @

A3

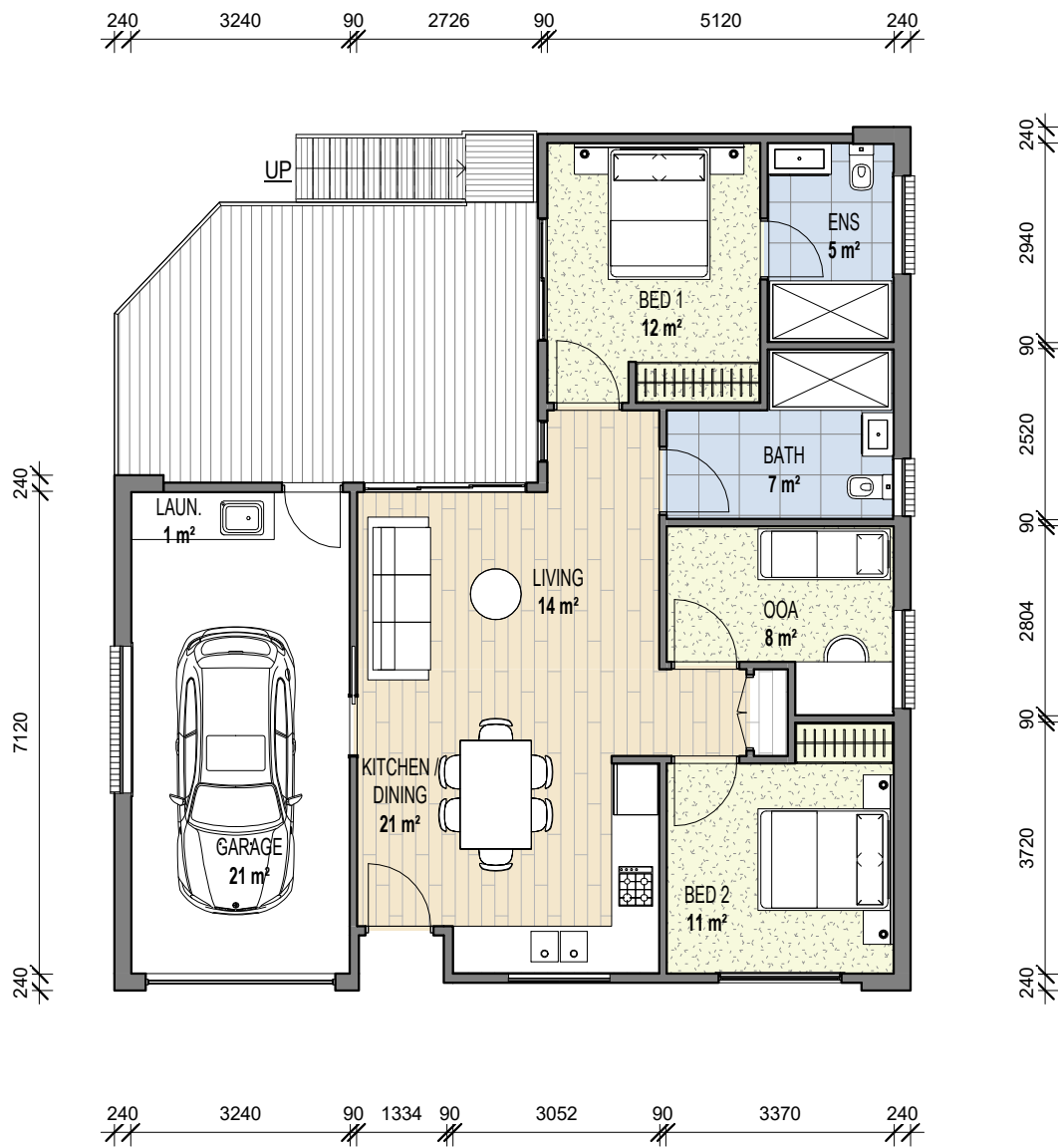
DRAWING No.:

DA200

REVISION:

1





Room Schedule	
Name	Area
ENS	5 m²
GARAGE	21 m²
BED 2	11 m²
KITCHEN / DINING	21 m²
LIVING	14 m²
OOA	8 m²
BED 1	12 m²
BATH	7 m²
LAUN.	1 m²

UNIT AREA - 114.68 SQ.M. (INC. EXTERNAL WALL)

1

LEVEL GROUND

Scale 1 : 100

ISSUE	REVISION	DRN	CHK / APP	DATE
1	DEVELOPMENT APPLICATION	DA	DA	31/05/2023

**MinD.**  
ARCHITECTS

PHONE 電話 0410595465  
EMAIL 電郵 DAVID@MINDARCHITECTS.COM.AU  
WEBSITE 網站 MINDARCHITECTS.COM.AU

REASON FOR ISSUE  
DEVELOPMENT  
APPROVAL

- THIS DRAWING AND THE CONTENTS HEREIN ARE THE COPYRIGHT OF MIND ARCHITECTS.  
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RELATED DRAWINGS.  
- NOTIFY THE ARCHITECT IMMEDIATELY OF ANY DISCREPANCY FOUND HEREIN.

PROJECT:  
PROPOSED 35 UNITS DEVELOPMENT

PROJECT ADDRESS:  
84-86 HILLCREST ROAD,  
DEVONPORT

CLIENT:  
DEVONPORT PROPERTY  
SOLUTION P/L

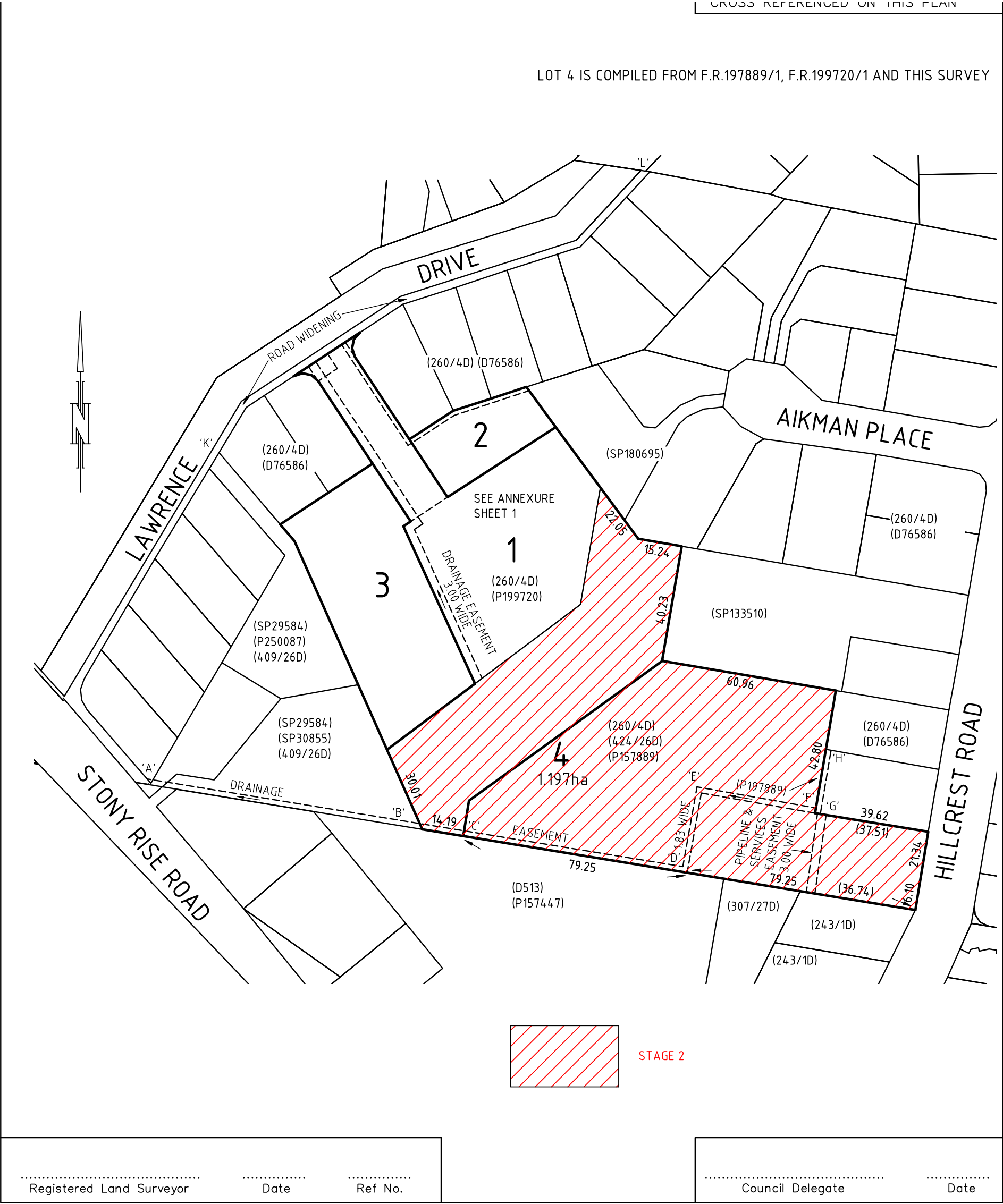
DRAWING TITLE:  
UNIT 31-34\_PLANS

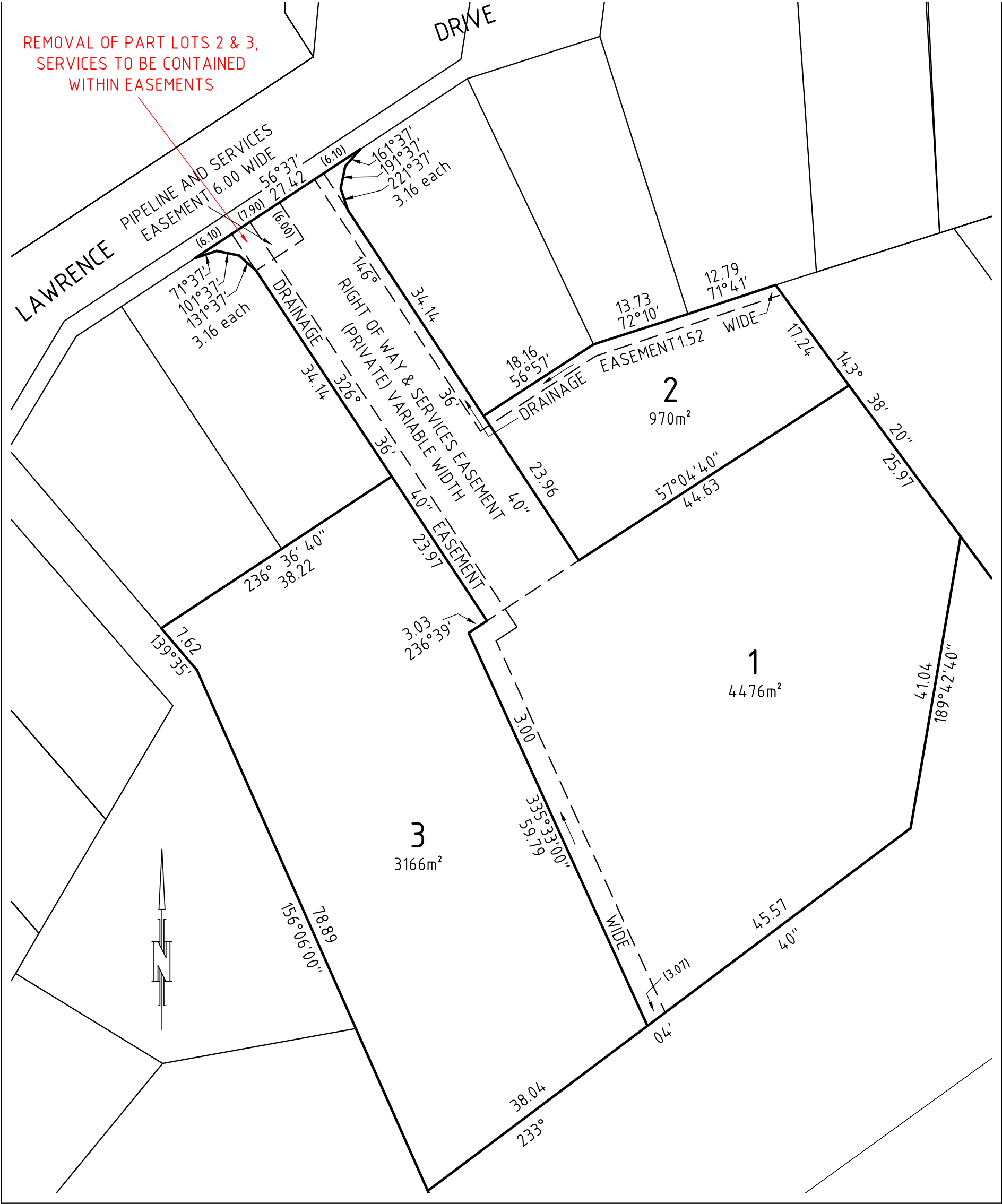
PROJECT NO.:  
2178

SCALE:  
1 : 100 @  
A3

DRAWING No.:  
**DA220**

REVISION:  
**1**



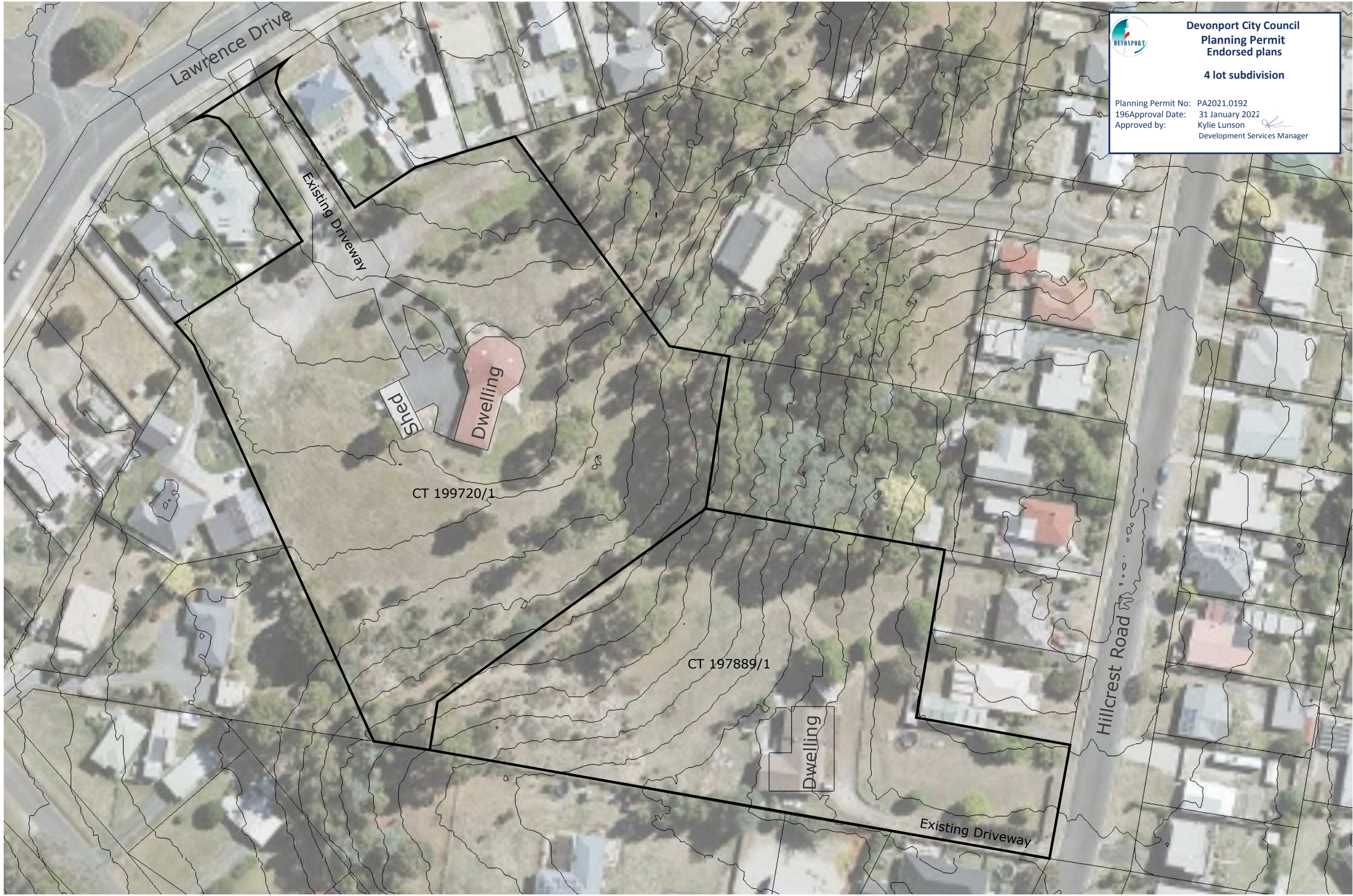




December 22, 2021

65 Lawrence Drive & 84-86 Hillcrest Road, Devonport

**PROPOSED SUBDIVISION**





**Devonport City Council**  
**Planning Permit**  
**Endorsed plans**  
  
**4 lot subdivision**  
  
Planning Permit No: PA2021.0192  
196Approval Date: 31 January 2022  
Approved by: Kylie Lunson  
Development Services Manager

**SD**

DRAWN BY  
**Micheal Wells**

DESCRIPTION  
Existing Arrangements

PROJECT NO.  
221151

CLIENT  
HA Rippin & Statewide Land Solutions P/L  
65 Lawrence Drive & 84-86 Hillcrest Road

ISSUE  
October 2021

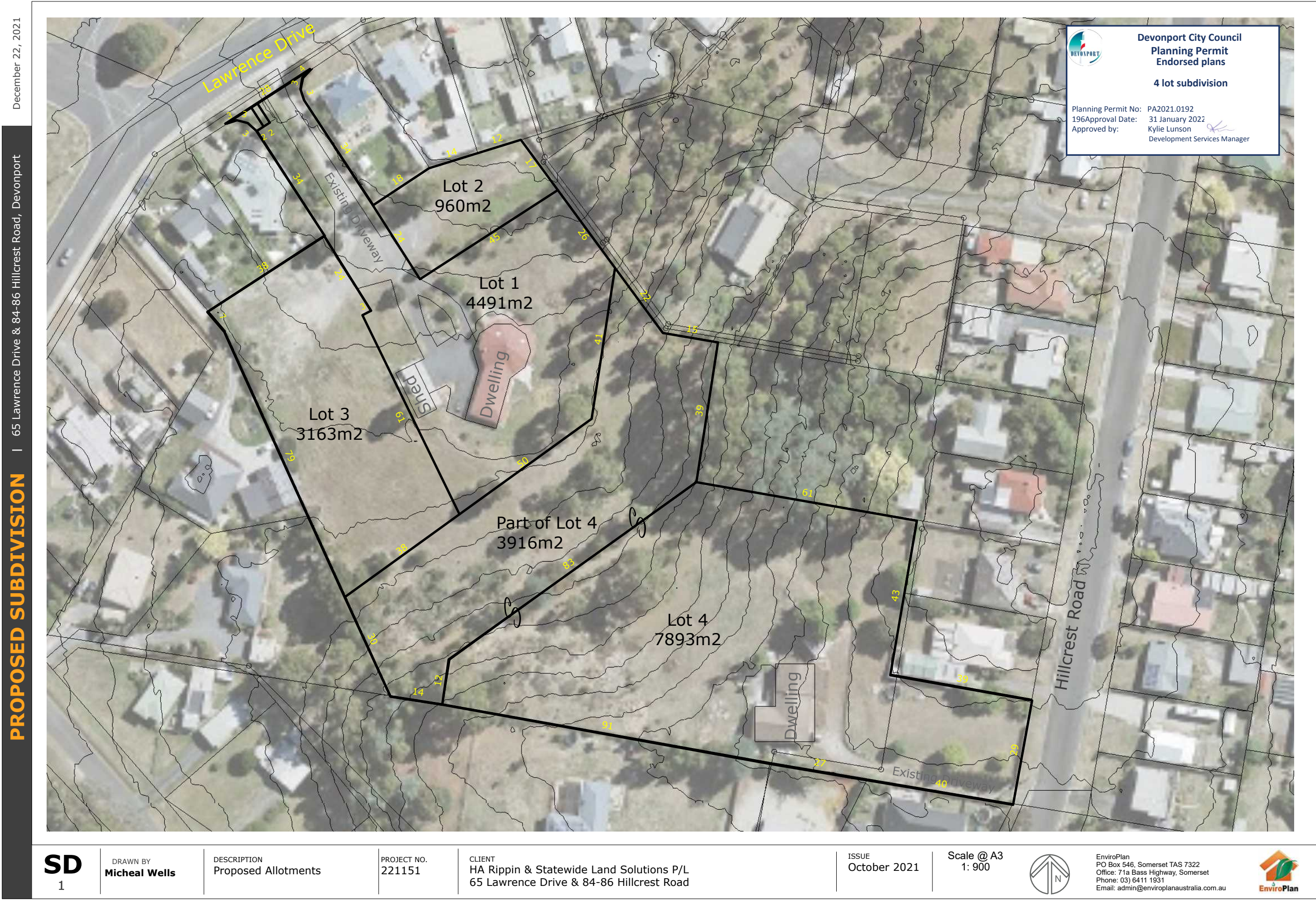
Scale @ A3  
1: 900



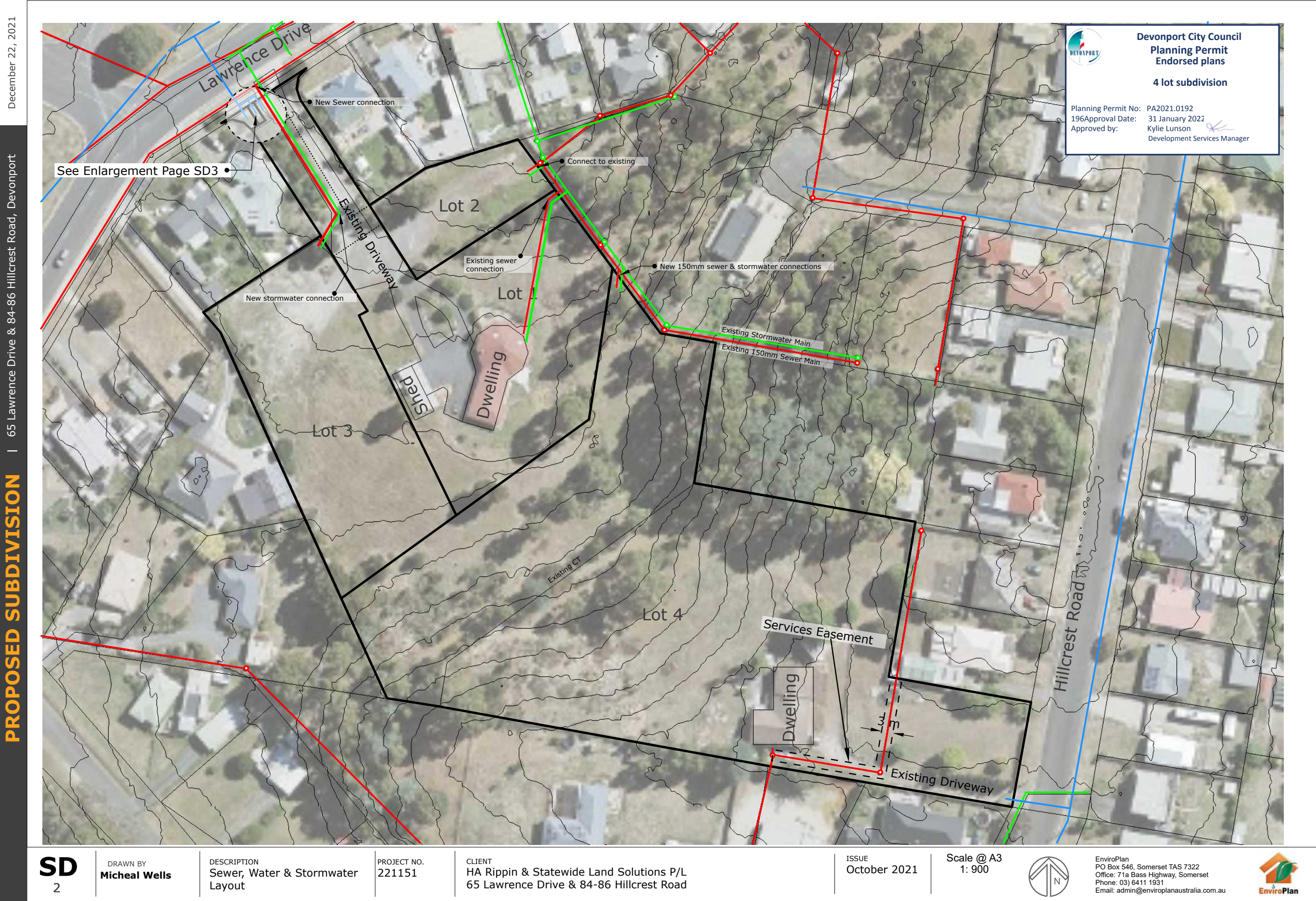
EnviroPlan  
PO Box 546, Somerset TAS 7322  
Office: 71a Bass Highway, Somerset  
Phone: (03) 6411 1931  
Email: admin@enviropianaustralia.com.au

















**DEVONPORT CITY COUNCIL**

ABN: 47 611 446 016

PO Box 604 Devonport TAS 7310 – 137 Rooke Street, Devonport

Telephone 03 6424 0511

Email [council@devonport.tas.gov.au](mailto:council@devonport.tas.gov.au) Web [www.devonport.tas.gov.au](http://www.devonport.tas.gov.au)

**Submission Date**

13/11/2023

**I/We**

Brodie and Brianna Woods

**Of**

172A Stony Rise Road  
Stony Rise, Tasmania 7310  
Australia

**Email Address**

**Phone Number**

0474347444

**Development Application Number**

Pa2023.0086

**Address of Development**

84-86 Hillcrest Road & 65 Lawrence Drive  
Devonport 7310  
Australia

**Details of representation**

My main concern with this proposed subdivision of units is our loss of privacy along our back yard, as the subdivision expands the entire 54 metres or so. We spend a lot of time in the yard and if we are going to lose our privacy and be subjected to the ongoing noise of building. It will become an issue. We are not against the construction but would like an argument to be made first of a tall fence to be placed along the current boundary before any further buildings take place behind our immediate boundary. Cheers for your time, Brodie and Brianna Woods

**Consent**

✓ I agree that all the information I have provided is accurate and is truthful.

**Privacy Consent**

✓ I agree to the privacy policy of the Devonport City Council.



**From:** Shaun  
**Sent:** Tuesday, 21 November 2023 10:32 AM  
**To:** Devonport City Council  
**Subject:** Planning Permit PA2023.0086

To whom it may concern  
PA 2023.0086

My family and I are residents of 92 Hillcrest Road Devonport and after viewing the proposed document we have a few concerns.

34 units with only one way in and out via Hillcrest Road is absurd.

Only having 12 visitors parking inside the unit complex will mean cars will be parked all along Hillcrest Road which in turn will lead to poor visibility exiting and entering the complex and other residents driveways. Hillcrest Road doesn't have footpaths all the way along, meaning kids and adults walking will be on the road with even more traffic, this in itself is already a hazard. Which will only get worse.

Units 22-27 are proposed to be built right on the easement boundary of our property approx 1.5 metres this is crazy this is an Urban residential area not Lego land Sydney.

If this Application for planning goes through we would ask the developers to build a 6-8 foot fence along our boundary before building commences so we have some form of privacy from the 6 unit that will be just over our fence.

Yours faithfully  
Shaun and Tenille Bolton

Office use
Application no. _____
Date received: _____
Fee: _____
Permitted/Discretionary

## Devonport City Council

*Land Use Planning and Approvals Act 1993 (LUPAA)*

*Tasmanian Planning Scheme - Devonport*

### Application for Planning Permit

#### Use or Development Site

Street Address: \_\_\_\_\_

123A River Road, Ambleside

Certificate of Title Reference No.: CT 91794-3

#### Applicant's Details

Full Name/Company Name: \_\_\_\_\_

Michell Hodgetts Surveyors

Postal Address: \_\_\_\_\_

PO Box 712, Devonport Tas. 7310

Telephone: 6424 5144

Email: mhasurv@bigpond.net.au

#### Owner's Details (if more than one owner, all names must be provided)

Full Name/Company Name: \_\_\_\_\_

Kylie Michell Johnston

Postal Address: \_\_\_\_\_

123A River Road, Ambleside Tas. 7310

Telephone: 0400 077 390

Email: johnston.kylie@gmx.com



ABN: 47 611 446 016  
PO Box 604  
137 Rooke Street  
Devonport TAS 7310  
Telephone 03 6424 0511  
[www.devonport.tas.gov.au](http://www.devonport.tas.gov.au)  
[council@devonport.tas.gov.au](mailto:council@devonport.tas.gov.au)



Sufficient information must be provided to enable assessment against the requirements of the planning scheme.

Please provide one copy of all plans with your application.

---

### Assessment of an application for a Use or Development

What is proposed?:

General Residential -2 lot Subdivision

Description of how the use will operate:

Residential

Use Class (Office use only):

Applications may be lodged by email to Council - [council@devonport.tas.gov.au](mailto:council@devonport.tas.gov.au)  
 The following information and plans must be provided as part of an application unless the planning authority is satisfied that the information or plan is not relevant to the assessment of the application:

<b>Application fee</b>	
<b>Completed Council application form</b>	
<b>Copy of the current certificate of title, including title plan and schedule of easements</b>	
<b>Any written permission and declaration of notification required under s.52 of LUPAA</b>	
<b>A site analysis and site plan at an acceptable scale on A3 or A4 paper (1 copy) showing:</b>	
• The existing and proposed use(s) on the site	
• The boundaries and dimensions of the site	
• Topography including contours showing AHD levels and major site features	
• Natural drainage lines, watercourses and wetlands on or adjacent to the site	
• Soil type	
• Vegetation types and distribution including any known threatened species, and trees and vegetation to be removed	
• The location, capacity and connection point of any existing services and proposed services	
• The location of easements on the site or connected to the site	
• Existing pedestrian and vehicle access to the site	
• The location of existing and proposed buildings on the site	
• The location of existing adjoining properties, adjacent buildings and their uses	
• Any natural hazards that may affect use or development on the site	
• Proposed roads, driveways, parking areas and footpaths within the site	
• Any proposed open space, common space, or facilities on the site	
• Proposed subdivision lot boundaries (where applicable)	
• Details of any proposed fencing	
<b>Where it is proposed to erect buildings, a detailed layout plan of the proposed buildings with dimensions at a scale of 1:100 or 1:200 on A3 or A4 paper (1 copy) showing:</b>	
• Setbacks of buildings to property (title) boundaries	
• The internal layout of each building on the site	
• The private open space for each dwelling	
• External storage spaces	
• Parking space location and layout	
• Major elevations of every building to be erected	
• The relationship of the elevations to existing ground level, showing any proposed cut or fill	
• Shadow diagrams of the proposed buildings and adjacent structures demonstrating the extent of shading of adjacent private open spaces and external windows of buildings on adjacent sites	
• Materials and colours to be used on roofs and external walls	
<b>Details of any signage proposed</b>	

---

### Value of use and/or development

\$ \_\_\_\_\_

---

### Notification of Landowner/s (s.52 Land Use Planning and Approvals Act 1993)

If land is not in applicant's ownership

I, John Turnbull, of Michell Hodgetts Surveyors declare that the owner/s of the land has/have been notified of my intention to make this application.

Applicant's signature: \_\_\_\_\_

Date: 07/11/2023

If the application involves land owned or administered by the Devonport City Council

Devonport City Council consents to the making of this permit application.

General Manager's signature: \_\_\_\_\_

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

If the application involves land owned or administered by the Crown

Crown consent must be included with the application.

---

### Signature

I apply for consent to carry out the use and development described in this application. I declare that all the information given is true and correct. I also understand that:

- if incomplete, the application may be delayed or rejected; and
- more information may be requested in accordance with s.54 (1) of LUPAA.

PUBLIC ACCESS TO PLANNING DOCUMENTS - DISCRETIONARY PLANNING APPLICATIONS (s.57 of LUPAA)

I understand that all documentation included with a discretionary application will be made available for inspection by the public.

Applicant's signature: \_\_\_\_\_

Date: 07/11/2023

### PRIVACY ACT

The personal information requested on this form is being collected by Council for processing applications under the *Land Use Planning and Approvals Act 1993* and will only be used in connection with the requirements of this legislation. Council is to be regarded as the agency that holds the information.

---

### Fee & payment options

**DD**

**Pay by Direct Deposit** – BSB: 067-402 Account No. 000 000 13 – Please quote your application number.



**Pay in Person at Service Tasmania** – Present this notice to any Service Tasmania Centre, together with your payment. See [www.service.tas.gov.au](http://www.service.tas.gov.au) for opening hours.



**Pay by Phone** – Please contact the Devonport City Council offices on 64240511 during office hours, Monday to Friday.



**Pay by Post** – Cheques should be made payable to Devonport City Council and posted to PO Box 604, Devonport, Tasmania, 7310.

**RESULT OF SEARCH**

## RECORDER OF TITLES

*Issued Pursuant to the Land Titles Act 1980*

## SEARCH OF TORRENS TITLE

VOLUME 91794	FOLIO 3
EDITION 4	DATE OF ISSUE 06-Apr-2016

SEARCH DATE : 07-Nov-2023

SEARCH TIME : 01.53 PM

DESCRIPTION OF LAND

City of DEVONPORT

Lot 3 on Sealed Plan 91794 (formerly being SP4874)

Derivation : Part of Lot 3211 - Gtd. to S. Sternberg.

Prior CT 3349/17

SCHEDULE 1

C250603 &amp; M562077 TRANSFER to KYLIE MICHELLE JOHNSTON

Registered 06-Apr-2016 at 12.01 PM

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

SP 4874 COVENANTS in Schedule of Easements

SP 4874 FENCING COVENANT in Schedule of Easements

A425444 FENCING PROVISION in Transfer

A433309 FENCING PROVISION in Transfer

E40251 MORTGAGE to Westpac Banking Corporation Registered  
06-Apr-2016 at 12.02 PMUNREGISTERED DEALINGS AND NOTATIONS

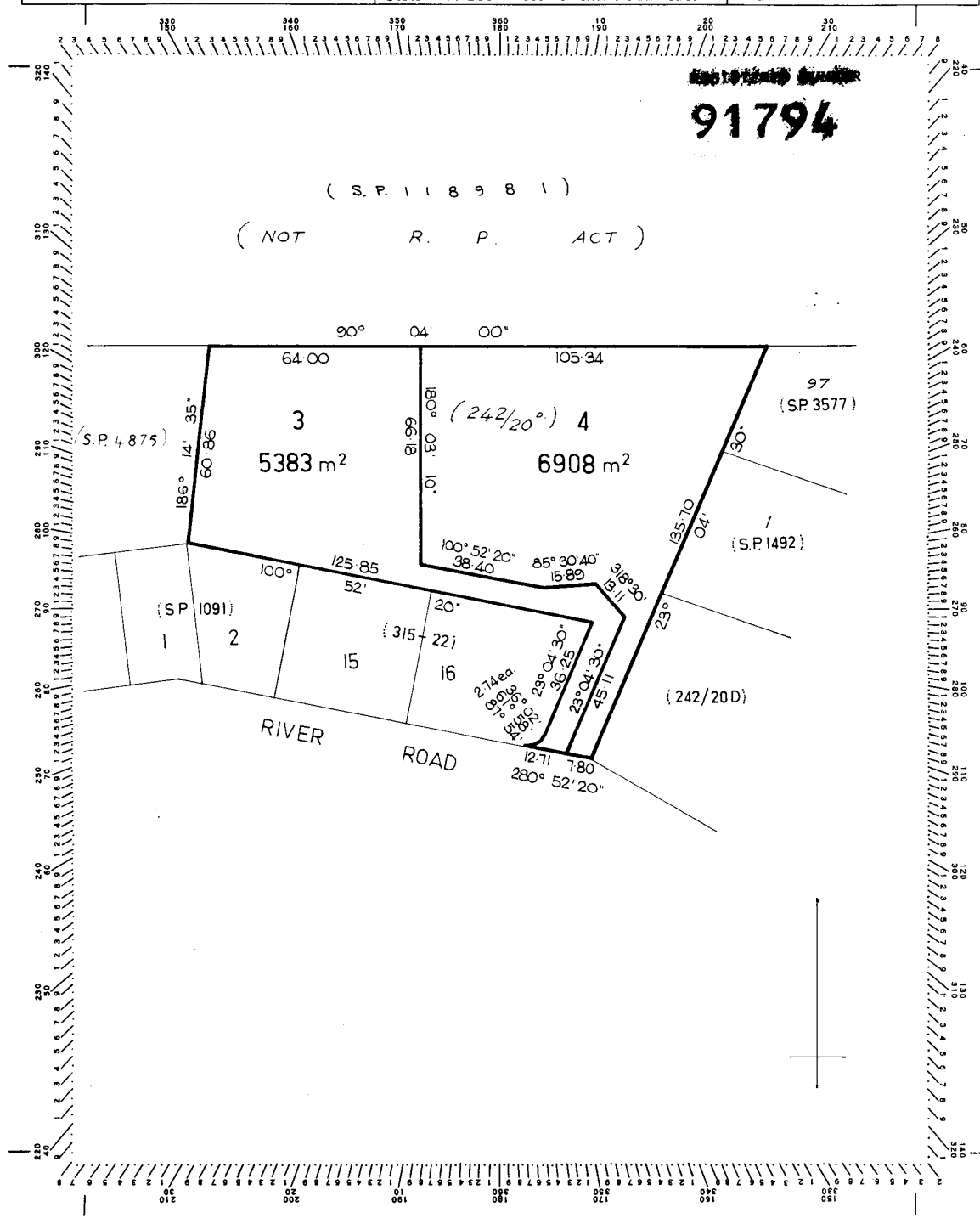
No unregistered dealings or other notations

## RECORDED OF TITLES

*Issued Pursuant to the Land Titles Act 1980*



Owner: <u>J. J. McCall</u>	PLAN OF SURVEY by Surveyor <u>MR. E. P. FRANKS</u> of land situated in the	Registered Number: <b>S. P. 4874</b>
DEVONPORT INVEST. <u>P/L</u>	TOWN OF DEVONPORT	Effective from: <u>10-8-73</u>
Title Reference: 3115-36 C.T.		<b>P/I</b> <i>Whitthinson</i> Recorder of titles
Grantee: Part of Lot 3211, 562a.3r. 36p., Samuel Sternberg Pur.	Scale :- 1:1200 Measurements are in metres	





## SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



## SCHEDULE OF EASEMENTS

PLAN NO.

NOTE:—The Town Clerk or Council Clerk must sign the certificate on the back page for the purpose of identification.

The Schedule must be signed by the owners and mortgagees of the land affected. Signatures should be attested.

S.P.4874

No easements or profits a prender, are created to benefit or burden any lots shown on the plan.

The Owner of each lot shown on the plan covenants with Devonport Investments Pty. Ltd., and the owners for the time being of every other lot shown on the plan to the intent that the burden of this covenant may run with and bind the covenantor's lot and each and every part thereof and that the benefit thereof may be annexed to and devolve with each and every part of every other lot shown on the plan and with the residue of the land comprised in Certificate of Title Volume <sup>3115</sup>~~2097~~ Folio <sup>36</sup>~~5~~ and each and every part thereof to observe the following stipulations:-

- a) There shall not be erected on the lot any building other than a dwelling house together with all usual out buildings.
- b) There shall not be erected on the lot any dwelling house other than a dwelling house of double brick, brick veneer, concrete, concrete brick, concrete block or post and beam construction and of a value exclusive of the value of out buildings of not less than \$10,000.00 calculated on the amount of the first net cost in labour and materials.
- c) The dwelling house shall not be used for any purpose other than a private dwelling house and/or for the provision of professional services.
- d) The owner shall not carry on in or upon the lot any trade manufacture or business of any kind other than the provision of professional services.
- e) No boundary fence of any type or construction shall be erected on or within 40 feet of any boundary of the lot which adjoins the road.

~~f) The owner of each lot covenants with the vendor, Devonport Investments Pty. Ltd., that the said Devonport Investments Pty. Ltd., shall not be required to fence.~~

PROVIDED THAT Devonport Investments Pty. Ltd., reserves the right to sell any lot or lots in the said plan of survey free from any one or more of the said restrictions or to modify waive or release any one or more of them in respect of any lot or lots now sold or hereafter to be sold.

Fencing Covenant :- The owner of each lot covenants with the Vendor, Devonport Investments PTY LTD that the said Devonport Investments PTY LTD shall not be required to fence.

## SCHEDULE OF EASEMENTS

RECORDER OF TITLES


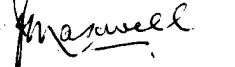
Issued Pursuant to the Land Titles Act 1980

THE COMMON SEAL of DEVONPORT INVESTMENTS )  
PTY. LTD., the Registered Proprietor of )  
the land in Certificate of Title Volume )  
2897 Folio 5 was hereunto affixed in )  
the presence of: )



Director

Secretary

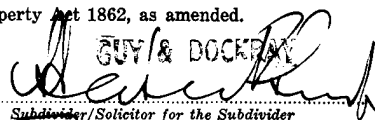
  


## SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

Certified correct for the purposes of the Real Property Act 1862, as amended.

  
GUY & DOCKRAY  
Subdivider/Solicitor for the Subdivider

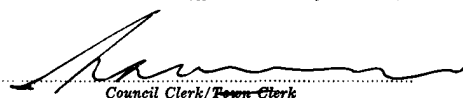
This is the schedule of easements attached to the plan of ..... Lots...3...and...4.....

.....comprising part of the land in

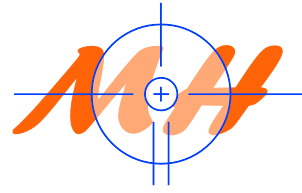
Certificate of Title Volume 2897 Folio 5

(Insert Title Reference)

Sealed by Devonport Municipal Council on 28<sup>th</sup> May 1973

  
Council Clerk/Town Clerk

80740



Application for Planning Permit

**PROPOSED SUBDIVISION**

In the

**GENERAL RESIDENTIAL ZONE**

123A River Road, Ambleside

Supporting Documentation  
November 2023

***Engagement & Invoicing Directions***

***Michell Hodgetts Surveyors*** are acting as *(the Applicant)* and have been engaged by ***Kylie Michelle Johnston*** (the *Owner*) to prepare documentation for a planning permit for a Proposed Subdivision located on land known as ***123A River Road, Ambleside***. Any Permit issued is affixed to land and not an individual.

The services rendered by *the Applicant* are strictly limited to the preparation of documentation in order to obtain planning permissions only. *The Applicant* is not to be considered as the “permit holder” as part of any permit condition issued by any Authority and is not responsible for any costs incurred through a *Permit Holder* enacting a permit condition. In such circumstances where the primary *Permit Holder* named above sells land or otherwise relinquishes the land; the new permit holder is the party responsible for all costs and invoices incurred by enacting any permit issued that is affixed to the land.

Under **no circumstances** is Michell Hodgetts Surveyors *(the Applicant)* to be invoiced as ‘the responsible party for payment’ for any invoice issued by the Planning Authority or TasWater (including any other referral agency) either as part of this primary planning application or at any stage thereafter.



The applicable Scheme standards for development in the **General Residential Zone** are described in the following relevant sections of the *Tasmanian Planning Scheme*:

## 8.0 General Residential Zone

- 8.1 Zone Purpose
- 8.2 Use Table
- 8.3 Use Standards
- 8.4 Development Standards for Dwellings – **Not Applicable**
- 8.5 Development Standards for Non-dwellings– **Not Applicable**
- 8.6 Development Standards for Subdivision

### 8.1 Zone Purpose

The purpose of the General Residential Zone is:

8.1.1 To provide for residential use and development that accommodates a range of dwelling types where full infrastructure services are available or can be provided.

8.1.2 To provide the efficient utilisation of available social, transport and other service infrastructure.

8.1.3

To provide for non-residential use that:

- (a) primarily serves the local community; and
- (b) does not cause an unreasonable loss of amenity through scale, intensity, noise, activity outside of business hours, traffic generation and movement, or other off site impacts.

8.1.4 To provide for Visitor Accommodation that is compatible with residential character.

### 8.2 Use Table

Use Class	Qualification
<b>Permitted</b>	
Residential	If not listed as No Permit Required or Permitted.

### 8.3 Use Standards

#### 8.3.1 Discretionary uses

<b>Objective:</b>
That Discretionary uses do not cause an unreasonable loss of amenity to adjacent sensitive uses.

### 8.6 Development Standards for Subdivision

#### 8.6.1 Lot design

<b>Objective:</b>	
That each lot:	
(a) has an area and dimensions appropriate for use and development in the zone;	
(b) is provided with appropriate access to a road;	
(c) contains areas which are suitable for development appropriate to the zone purpose, located to avoid natural hazards; and	
(d) is orientated to provide solar access for future dwellings.	
Acceptable Solutions	Performance Criteria
<b>A1</b> Each lot, or a lot proposed in a plan of subdivision, must:	<b>P1</b>

<p>(a) have an area of not less than 450m<sup>2</sup> and:</p> <p>(i) be able to contain a minimum area of 10m x 15m with a gradient not steeper than 1 in 5, clear of:</p> <p>a. all setbacks required by clause 8.4.2 A1, A2 and A3, and 8.5.1 A1 and A2; and</p> <p>b. easements or other title restrictions that limit or restrict development; and</p> <p>(ii) existing buildings are consistent with the setback required by clause 8.4.2 A1, A2 and A3, and 8.5.1 A1 and A2;</p> <p>(b) be required for public use by the Crown, a council or a State authority;</p> <p>(c) be required for the provision of Utilities; or</p> <p>(d) be for the consolidation of a lot with another lot provided each lot is within the same zone.</p>	<p>Each lot, or a lot proposed in a plan of subdivision, must have sufficient useable area and dimensions suitable for its intended use, having regard to:</p> <p>(a) the relevant requirements for development of buildings on the lots;</p> <p>(b) the intended location of buildings on the lots;</p> <p>(c) the topography of the site;</p> <p>(d) the presence of any natural hazards;</p> <p>(e) adequate provision of private open space; and</p> <p>(f) the pattern of development existing on established properties in the area.</p>
<b>Performance:</b>	<b>Acceptable Solution Satisfied</b>
<p><b>Discussion:</b></p> <p>Both lots are greater than 450m<sup>2</sup>.</p> <p>There is an existing dwelling on Lot 2 which complies with all setback requirements.</p> <p>Lot 2 is able to contain a 10 x 15m building envelope as shown on the plan.</p>	
<p><b>A2</b></p> <p>Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a frontage not less than 12m.</p>	<p><b>P2</b></p> <p>Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be provided with a frontage or legal connection to a road by a right of carriageway, that is sufficient for the intended use, having regard to:</p> <p>(a) the width of frontage proposed, if any;</p> <p>(b) the number of other lots which have the land subject to the right of carriageway as their sole or principal means of access;</p> <p>(c) the topography of the site;</p> <p>(d) the functionality and useability of the frontage;</p> <p>(e) the ability to manoeuvre vehicles on the site; and</p> <p>(f) the pattern of development existing on established properties in the area, and is not less than 3.6m wide.</p>
<b>Performance:</b>	<b>Performance Criteria Satisfied</b>
<p><b>Discussion:</b></p> <p>It is proposed for each lot have individual Legal access to River Road greater than 3.6m wide, as shown on the proposal plan.</p>	

<p>Cross rights of way are proposed so that the existing driveway can be used by both lots.</p> <p>This proposal is similar to the pattern of development existing on established properties in the area and provides ample space for vehicles to manoeuvre.</p>	
<p><b>A3</b></p> <p>Each lot, or a lot proposed in a plan of subdivision, must be provided with a vehicular access from the boundary of the lot to a road in accordance with the requirements of the road authority</p>	<p><b>P3</b></p> <p>Each lot, or a lot proposed in a plan of subdivision, must be provided with reasonable vehicular access to a boundary of a lot or building area on the lot, if any, having regard to:</p> <ul style="list-style-type: none"> <li>(a) the topography of the site;</li> <li>(b) the distance between the lot or building area and the carriageway;</li> <li>(c) the nature of the road and the traffic;</li> <li>(d) the anticipated nature of vehicles likely to access the site; and</li> <li>(e) the ability for emergency services to access the site.</li> </ul>
<b>Performance:</b>	<b>Acceptable Solution Satisfied</b>
<p><b>Discussion:</b></p> <p>It is proposed for each lot have individual Legal access to River Road greater than 3.6m wide, as shown on the proposal plan.</p> <p>Cross rights of way are proposed so that the existing driveway can be used by both lots.</p> <p>This proposal is similar to the pattern of development existing on established properties in the area and provides ample space for vehicles to manoeuvre.</p>	
<p><b>A4</b></p> <p>Any lot in a subdivision with a new road, must have the long axis of the lot between 30 degrees west of true north and 30 degrees east of true north.</p>	<p><b>P4</b></p> <p>Subdivision must provide for solar orientation of lots adequate to provide solar access for future dwellings, having regard to:</p> <ul style="list-style-type: none"> <li>(a) the size, shape and orientation of the lots;</li> <li>(b) the topography of the site;</li> <li>(c) the extent of overshadowing from adjoining properties;</li> <li>(d) any development on the site;</li> <li>(e) the location of roads and access to lots; and</li> <li>(f) the existing pattern of subdivision in the area.</li> </ul>
<b>Performance:</b>	<b>Acceptable Solution Satisfied</b>
<p><b>Discussion:</b></p> <p>Both lots satisfy A4.</p>	

**8.6.2 Roads****Objective:**

That the arrangement of new roads within a subdivision provides for:

- (a) safe, convenient and efficient connections to assist accessibility and mobility of the community;
- (b) the adequate accommodation of vehicular, pedestrian, cycling and public transport traffic; and
- (c) the efficient ultimate subdivision of the entirety of the land and of surrounding land.

**Acceptable Solutions****Performance Criteria****A1**

The subdivision includes no new roads.

**P1**

The arrangement and construction of roads within a subdivision must provide an appropriate level of access, connectivity, safety and convenience for vehicles, pedestrians and cyclists, having regard to:

- (a) any road network plan adopted by the council;
- (b) the existing and proposed road hierarchy;
- (c) the need for connecting roads and pedestrian paths, to common boundaries with adjoining land, to facilitate future subdivision potential;
- (d) maximising connectivity with the surrounding road, pedestrian, cycling and public transport networks;
- (e) minimising the travel distance between key destinations such as shops and services and public transport routes;
- (f) access to public transport;
- (g) the efficient and safe movement of pedestrians, cyclists and public transport;
- (h) the need to provide for bicycle infrastructure on new arterial and collector roads in accordance with the *Guide to Road Design Part 6A: Paths for Walking and Cycling 2016*;
- (i) the topography of the site; and
- (j) the future subdivision potential of any balance lots on adjoining or adjacent land.

**Performance:****Acceptable Solution Satisfied****Discussion:**

No new roads are to be created.

**8.6.3 Services****Objective:**

That the subdivision of land provides services for the future use and development of the land.

**Acceptable Solutions****Performance Criteria****A1**

Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a connection to a full water supply service.

**P1**

A lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a connection to a limited water supply service, having regard to:

	<ul style="list-style-type: none"> <li>(a) flow rates;</li> <li>(b) the quality of potable water;</li> <li>(c) any existing or proposed infrastructure to provide the water service and its location;</li> <li>(d) the topography of the site; and</li> <li>(e) any advice from a regulated entity.</li> </ul>
<b>Performance:</b>	<b>Acceptable Solution Satisfied</b>
<b>Discussion:</b> The existing water connection to the existing house is to be re-directed to Lot 1. Proposed new water connection to be created for existing house on lot 2.	
<b>A2</b> Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a connection to a reticulated sewerage system.	<b>P2</b> No Performance Criterion.
<b>Performance:</b>	<b>Acceptable Solution Satisfied</b>
<b>Discussion:</b> The house on lot 2 is already connected to the reticulated sewerage system. Lot 1 is to connect to sewerage system via proposed new sewer connection, shown on plans.	
<b>A3</b> Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of connecting to a public stormwater system.	<b>P3</b> Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of accommodating an on-site stormwater management system adequate for the future use and development of the land, having regard to: <ul style="list-style-type: none"> <li>(a) the size of the lot;</li> <li>(b) topography of the site;</li> <li>(c) soil conditions;</li> <li>(d) any existing buildings on the site;</li> <li>(e) any area of the site covered by impervious surfaces; and</li> <li>(f) any watercourse on the land.</li> </ul>
<b>Performance:</b>	<b>Acceptable Solution Satisfied</b>
<b>Discussion:</b> The house on lot 2 is already connected to the public stormwater system. Lot 1 is proposed to connect to the public stormwater system.	



## Part E Codes

**C4.0 Electricity Transmission Infrastructure Protection Code** – This application meets the criteria for an exemption under C4.4 of the Code.

**C13.0 Bushfire-Prone Areas Code** – See attached Bushfire Report and Bushfire Hazard management Report.

**C15.0 Landslip Hazard Code** – This application meets the criteria for an exemption under C15.4 of the Code.

## Conclusion

This supporting documentation demonstrates that the proposal of a **Subdivision** supports and furthers the Planning Scheme aims and objectives, relevant Clauses and Schedules as set out for development within the **General Residential Zone**.

Where the proposal does not comply with the Acceptable Solution (AS) it has been demonstrated that the Performance Criteria (PC) are satisfied and there is not an unreasonable loss of amenity as a consequence of this proposal. Therefore, Council are requested to exercise its Discretionary powers in relation to this development.

With the above in mind, a planning permit for a **2 Lot Subdivision** at 123A River Road, Ambleside is respectfully sought from the Planning Authority.





**Environmental Service and Design Pty Ltd**

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**BUSHFIRE HAZARD REPORT- Version 2**  
**Client – Kylie Johnston**

2 Lot subdivision

123A River Road  
AMBLESIDE TAS

Author- Bruce Harpley

BFP- 140

4 December 2023

### Scope of Assessors Accreditation

**Bruce Harpley (BFP-140)** is accredited by the Chief Officer of the Tasmania Fire Service under Section 60B of the *Fire Service Act 1979* for scope of works:

1. *Certify a Bushfire Hazard Management Plan for the purposes of the Building Act 2016*
2. *Certify an Exemption from a Bushfire Hazard Management Plan for the purposes of the Building Act 2016 or the Land Use Planning and Approvals Act 1993*
- 3A. *Certify a Bushfire Hazard Management Plan meets the Acceptable Solutions for Vulnerable Uses and Hazardous Uses for the purposes of the Land Use Planning and Approvals Act 1993.*
- 3B. *Certify a Bushfire Hazard Management Plan meets the Acceptable Solutions for small subdivisions for the purposes of the Land Use Planning and Approvals Act 1993.*

Works performed by **Bruce Harpley (BFP-140)** that require Tasmania Fire Service endorsement:

4. *Certify an Emergency Management Strategy or Bushfire Emergency Plan*

### Disclaimer

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

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

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### Re-Certification – Ability to Re-Evaluate

If in the event that the land owner requests a re-assessment of this plan due to a reduced or eliminated bushfire risk in the future; an Accredited Bushfire Assessor can over-ride any or all of the requirements or provisions of this plan. This provision serves to formally expunge any Part 5 Agreement with a Council Planning Authority (if placed on a Title as a condition of Permit) or to reduce the construction standards required under AS3959 *Construction of Buildings in Bushfire Prone Areas* (as amended) if the bushfire risk is reduced to **BAL – LOW** or a threat no longer exists.

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Appendix A – Plan of Subdivision

Appendix B – Hazard Management Plan – drawings 8906-1 and 8906-2

Appendix C – Certificate – Bushfire Prone Areas Code

Appendix D – Requirements for Property Access and Water Supply

## 1. Introduction

Environmental Services and Design Pty Ltd has been engaged to complete a bushfire hazard management assessment for a proposed 2 lot subdivision.

The proposal creates lot 1 as the balance lot and lot 2 containing the existing dwelling.

The plan of subdivision for lot 1 shows a 15m x 10m building area in the southwest corner. The nominated building area will be used for assessment and determination of the hazard management area.

The existing dwelling within lot 2 has previously been approved by Council in the current location but does not meet BAL 19 requirements under Code C13. To demonstrate the lot has a capability for future compliance for any new habitable building a potential building area will be used for assessment and shown on the hazard management plan.

The purpose of this report is to document the assessment, bushfire attack level and associated hazard management areas under the Tasmanian Building Regulations 2016, Tasmanian Planning Scheme – Devonport Code C13 and AS3959-2018.

## 2. Site Description

### 2.1 Property Details

Property Address	123A River Road Ambleside
Certificate of Title	CT 91794/3 PID 6370889
Type of Application	2 lot subdivision
Area	Lot 1 – 2485m <sup>2</sup> and lot 2 – 2900m <sup>2</sup>
Zoning	General residential
Surrounding Zoning	General residential
Planning Scheme	Tasmanian Planning Scheme – Devonport
Existing land Use	Residential
Proposed land use	Residential





**Site Aerial**

## **2.2 Surrounding Land Use**

Surrounding land use consists of developed residential lots ranging from 1100m<sup>2</sup> to 4ha. To the northeast and northwest are residential lots greater the 4ha currently being subdivided with civil works currently being conducted.

## **3. Proposed Development**

The proposal is for a 2-lot subdivision. Lot 1 is the balance lot with a proposed 15m x 10m building area.

Lot 2 contains the existing approved residence positioned 4.8m from the northern boundary and 6m from the eastern boundary. There is insufficient distance to classified vegetation to the north to comply with BAL requirements and enable a compliant hazard management area to be established.

Feedback from Tasmania Fire Service in May 2023 recommended that in these circumstances a potential building area is required within lot 2 to demonstrate the lot has the capability to comply and ensure any future development considers the bushfire risk.

*Plan of Subdivision prepared by Michell Hodgetts Surveyors drawing number 223134 dated 12/09/2023 is at appendix A.*

## **4. Bushfire Hazard Assessment**

A site assessment was carried out on 3 October 2023.

Report assessment was conducted on 17 October 2023.

### **4.1. Vegetation & Effective Slope**

Vegetation and relevant effective slopes within 100m of the proposed lot 1 building area and lot 2 compliance assessment building area has been inspected and classified in accordance with AS3959-2018.

#### **Vegetation**

Lot 1

Vegetation is assessed as:

- North – scrub at 42m,
- South – low threat residential uses and road for 84m then forest,
- East – low threat residential use and gardens for 46m then grassland,
- West – low threat residential uses and gardens for over 100m.

Lot 2

Vegetation is assessed as:

- North – scrub at 19m,
- South – low threat residential uses and road for over 100m,
- East – low threat residential use and gardens for 23m then grassland to Forest at 76m,
- West – low threat residential uses and gardens for over 100m.

#### **Topography**

Lot 1

Effective slope under assessable vegetation was assessed as:

- North – upslope,
- South – down 7<sup>0</sup>,
- East – down 6<sup>0</sup>
- West – across slope.

## Lot 2

Effective slope under assessable vegetation was assessed as:

- North – upslope,
- South – down 11<sup>0</sup>,
- East – across slope,
- West – across slope.



Image 4.1.1 – North from lot 2



Image 4.1.2 – South of lot 1 and lot 2



Image 4.1.3 East from existing dwelling



Image 4.1.4 West from across lot 1





Image 4.1.5 – Site Analysis



## 4.2. Bushfire Attack Level

### Lot 1

A Bushfire Attack Level assessment has been completed using Method 1 of AS3959-2018.

**Step 1:** Relevant fire danger index (clause 2.2.2): FDI 50

**Step 2:** Assess the vegetation within 100m in all directions

<b>Vegetation Classification</b>	<b>N</b>	<b>S</b>	<b>E</b>	<b>W</b>
Group A - Forest		X		
Group B – Woodland				
Group C – Shrubland				
Group D – Scrub	X			
Group E – Mallee/Mulga				
Group F – Rainforest				
Group G – Grassland			X	
Low threat (cl. 2.2.3.2)	X	X	X	X

**Step 3:** Distance from classified vegetation (clause 2.2.4)

	<b>N</b>	<b>S</b>	<b>E</b>	<b>W</b>
Available distance	0-42m low threat  42-100m scrub	0-84m Low threat  84-100m forest	0-46m Low threat  46-100m grassland	0-100m Low threat
Hazard management area distance	19	7.5m	13m	8m

**Step 4: Effective slope under classified vegetation**

	N		S		E		W	
	Upslope/0	X	Upslope/0		Upslope/0		Upslope/0	X
	>0-5°		>0-5°		>0-5°		>0-5°	
	>5-10°		>5-10°	X	>5-10°	X	>5-10°	
	>10-15°		>10-15°		>10-15°		>10-15°	
	>15-20°		>15-20°		>15-20°		>15-20°	

**Step 5: Determination of Bushfire Attack Level (BAL)**

	N	S	E	W
BAL value for each quadrant	19	19	19	19

The applicable Bushfire Attack Level is: **BAL – 19**

**Lot 2**

A Bushfire Attack Level assessment has been completed using Method 1 of AS 3959-2018. Assessment relates to the potential compliance building area.

**Step 1:** Relevant fire danger index (clause 2.2.2): FDI 50

**Step 2:** Assess the vegetation within 100m in all directions

Vegetation Classification	N	S	E	W
Group A - Forest			X	
Group B – Woodland				
Group C – Shrubland				
Group D – Scrub	X			
Group E – Mallee/Mulga				
Group F – Rainforest				
Group G – Grassland			X	
Low threat (cl. 2.2.3.2)	X	X	X	X

**Step 3:** Distance from classified vegetation (clause 2.2.4)

	N	S	E	W
Available distance	0-19m Low threat 19-100m scrub	0-100m Low threat	0-23m Low threat 23-76m grassland 76-100m forest	0-100m grassland
Hazard management area distance	19m	13m	23m	3m

**Step 4:** Effective slope under classified vegetation

	N		S		E		W	
	Upslope/0	X	Upslope/0		Upslope/0		Upslope/0	X
	>0-5°		>0-5°		>0-5°		>0-5°	
	>5-10°		>5-10°		>5-10°	X	>5-10°	
	>10-15°		>10-15°	X	>10-15°		>10-15°	
	>15-20°		>15-20°		>15-20°		>15-20°	

**Step 5:** Determination of Bushfire Attack Level (BAL)

	N	S	E	W
BAL value for each quadrant	19	19	19	19

The applicable Bushfire Attack Level is: **BAL – 19**

## 5. Bushfire Protection Measures

### Lot 1

The Bushfire Attack Level assessment for lot 1 is based on the potential building area shown on the plan provided. Bushfire Attack Level is assessed as **BAL 19**.

#### Hazard management

If a future habitable building is constructed within the assessed building area of lot 1 a Hazard Management Area must be established and maintained as shown on the bushfire hazard management plan at appendix B, to the building surveyor's satisfaction and maintained by the owner thereafter.

**North – 19m,  
South – to boundary,  
East – 13m,  
West – to boundary.**

#### Water Supply

Water supply is not required until such a time a habitable building is constructed.

If a future habitable building is constructed within the assessed building area of lot 1 the following is required.

- Property is not connected to a TasWater reticulated main supply and there are no hydrants in the area.
- A static water supply for firefighting purposes is required to be installed. A potential location is shown on the Hazard Management Plan at appendix B.
- The static water supply tank must be of noncombustible construction with a minimum capacity of 10,000ltr fitted with a 65mm storz fitting.
- Static water supply has the capacity to meet the requirements of Table C13.5 of Bushfire Prone Areas Code C13.
- Static water supply requirements are included in Appendix D.

#### Access

Access is not required until such time as a habitable building is constructed. If a future habitable building is constructed within the assessed building area of the lot, the following is required.

- The plan of subdivision shows a cross (reciprocal) right of way for both lots from the River Road crossover to a point 115m from the crossover to lot 1.
- The existing access subject to the reciprocal right-of-way must be upgraded to a minimum of 4m width with an additional .5m horizontal clearance both sides of the carriageway.
- Access to the potential building area, from the right-of-way, is shown on the bushfire hazard management plan.
- Access from the right-of-way to the potential building area must have a minimum width of 4m, of all-weather gravel construction and must have a minimum of 0.5m horizontal clearance with 4m vertical clearance on both sides of the carriageway.

- Based on the site plan and site visit the length of the access to the indicative building area will be greater than 30m but less than 200m.
- Adequate hardstand and turning area adjacent to the static water supply tank, as shown on the hazard management plan, is required.
- Access must comply with the requirements of Table C13.2 of Bushfire Prone Areas Code C13.
- Property access requirements are included in Appendix D.

## Lot 2

The Bushfire Attack Level assessment for lot 2 is based on the potential building area. Bushfire Attack Level is assessed as **BAL 19**.

### Hazard management

- Hazard management areas must be established and maintained as shown on the Hazard management plan drawing at appendix B.
- Hazard Management Areas must be implemented should a dwelling be constructed on the lot to the building surveyor's satisfaction and maintained by the owner thereafter.

**North – 19m,  
South – 13m,  
East – 23m,  
West – to boundary.**

- It is **recommended** that for the existing habitable building the owner create a hazard management area, as prescribed below, within the proposed lot 1 to increase the bushfire protection of the existing dwelling.

**North – to boundary,  
South – 13m,  
East – to boundary,  
West – to boundary.**

### Water Supply

- Property is not connected to a TasWater reticulated main supply and there are no hydrants in the area.
- A static water supply for firefighting purposes is required to be installed. A potential location is shown on the Hazard Management Plan at appendix B.
- The static water supply tank must be of noncombustible construction with a minimum capacity of 10,000ltr fitted with a 65mm storz fitting.
- Static water supply firefighting water point is located within 90m of the furthest part of the building to be protected measured as a hose lay.
- Hardstand area for fire appliances must be a minimum of 3m in width, of the same construction standard as the access carriageway, a maximum of 3m from the firefighting water point and a minimum of 6m from the dwelling.
- Potential hardstand area is shown on the hazard management plan at appendix B.
- Static water supply has the capacity to meet the requirements of Table C13.5 of Bushfire Prone Areas Code C13.
- Static water supply requirements are included in Appendix D.





Image 5.1 – Lot 2 static water supply location

Access (existing dwelling)

- Access to the property is required to access a firefighting water point.
- Access is all-weather construction with width of 3.5m.
- Measurements during the site visit determined the length of the access from the road to the potential water point is 174m.
- The existing access terminates with a compliant “T” turning head/hardstand area that measured 24m in length and 4.2m in width.
- Access must be upgraded to a minimum of 4m width for the entire length.
- Upgrade of the access must ensure that the inner radius of the reciprocal right-of-way (point E on the plan of subdivision) is maintained at a minimum 10m inner radius,
- Vegetation along the access must be trimmed and maintained with a 500mm horizontal clearance from the edge of the access and with 4m vertical clearance on both sides of the access.
- Access must comply with the requirements of Table C13.2 of Bushfire Prone Areas Code C13.
- Property access requirements are included in Appendix D.



Image 5.2 – Lot 2 existing turning area and hardstand



Image 5.3 – Combined access from River Road

Access (assessed building area)

Access from the right-of-way to the assessable building area is not required until such a time a habitable building is constructed.

If a future habitable building is constructed within the assessed building area of lot 2, the following is required.

- Access to the property is required to access a firefighting water point.
- A turning area as shown on the bushfire hazard management plan must be constructed.
- Access must comply with the requirements of Table C13.2 of Bushfire Prone Areas Code C13.
- Property access requirements are included in Appendix D.

## 6. Statutory Compliance

The applicable bushfire requirements are specified in the *Tasmanian Planning Scheme – Devonport Code C13 – Bushfire Prone Areas Code*.

**Table 1 – Compliance Schedule**

Deemed-to-Satisfy requirement	Compliance
C13.4.1 Exemptions	N/A
C13.6.2 Property access	Subject to compliance with the requirements noted in section 5 access will comply with clause C13.6.2
C13.6.3 Water supply for firefighting	Subject to compliance with the requirements of section 5 static water supply will comply with clause C13.6.3.
C13.6.1(a) Hazard management areas	Subject to implementing the hazard management area prescribed on the Bushfire Hazard Management Plan, the proposal will comply with clause C13.6.1

## 7. Conclusion

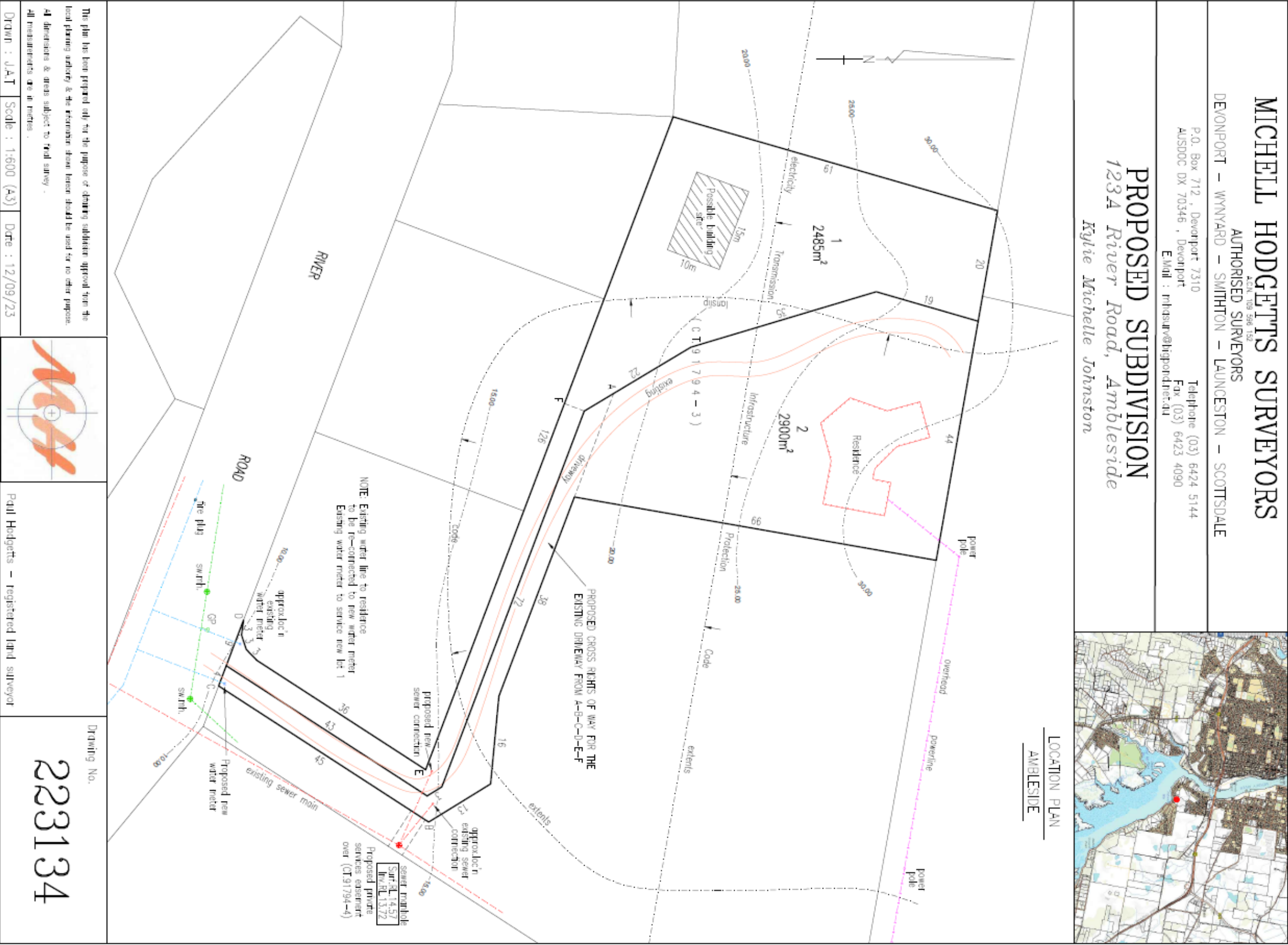
A bushfire hazard management plan is required and attached as appendix B. This risk assessment report must be read in conjunction with the bushfire hazard management plan.

Should a habitable building be constructed within the building area within lot 1 and the lot 2 assessed building area the requirements of the hazard management plan must be fully implemented prior to issue of the certificate of occupancy and must be constructed to BAL 19 requirements of AS2959-2018.

The building area shown on the hazard management plan for lot 1 and lot 2 are for assessment purposes. If a future habitable building is proposed within lot 1 or lot 2 outside the building area shown on the hazard management plan an updated Bushfire Hazard Report will be required.

The proposal has the capability to meet the requirements of the Tasmanian Planning Scheme – Devonport Code C13 – Bushfire Prone Areas Code and AS3959-2018 for **BAL 19** for both lots 1 and 2.

Appendix A



123A River Road Ambleside



This plan has been prepared only for the purpose of complying with C13 Bushfire-Prone Areas Code and the information shown hereon must not be used for any other purpose. All dimensions and areas are in meters.	Drawing No: 9013-1 Scale 1:500 Date: 4 December 2023	Drawn - B Harpley BFP-140 Version: 2
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General Notes

Appendix B – Hazard Management Plan

Design and Construction

- Design and construction must conform to **BAL – 19** minimum specifications under AS3959:2018

Hazard Management (HMA)

- It is the responsibility of the landowner to maintain the landscaping in accordance with the Bushfire Hazard Management Plan
- Establish hazard management area for whole site as shown on the Bushfire Hazard Management Plan.
- Ensure fuels are reduced sufficiently & other hazards are removed such that the fuel & other hazards do not significantly contribute to the bushfire attack
- The hazard management area is to be regularly maintained and managed and in particular between the months of September and March in each calendar year.
- Landscaping in the HMA is to be minimised with grass maintained to a maximum height of 100mm
- Pathways and landscaping material surrounding any habitable structures must be of non-combustible elements for a minimum of 1m from any external walls or decks
- To be established prior to occupancy

Maintenance prior to the onset of each fire season



- Guttering on all habitable structures must be inspected and cleared of debris annually
  - Ensure all hoses and brass connections are in good working order
  - All valley and wall/roof junctions are inspected and debris removed
  - Roof sheeting inspected for damages or dislodged roofing materials (replace if necessary)
  - Painted surfaces are in good condition and decaying timbers given particular attention to repair
  - Screens/shutters on windows and doors are in good working condition and fit well without breaks, holes or tears,
  - Door mats to be of non-combustible materials
- Woodpiles, garden sheds and other combustible materials to be kept well away from habitable structures.

General

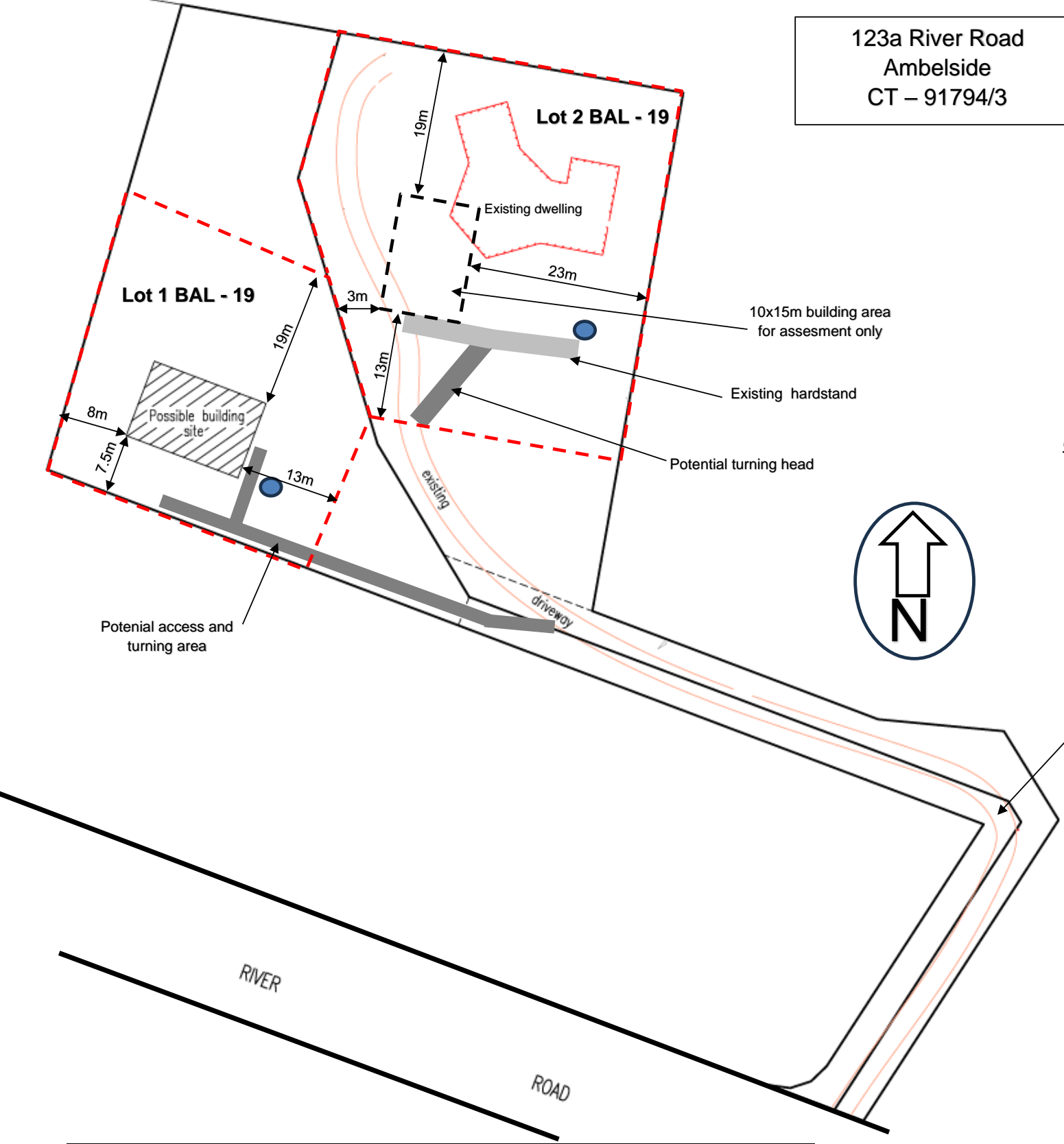
- Plan to be read in conjunction with Bushfire Hazard Assessment Report v1.0
- Ensure that all relevant consultants and contractors are provided with a full copy of this plan and supporting report

Right-of-way access to be upgraded as required in section 5 of the Bushfire Hazard Assessment

LEGEND

-  Hazard Management Area
-  Static Water Supply

123a River Road  
Ambleside  
CT – 91794/3



123A River Road Ambleside

## Appendix C

### BUSHFIRE-PRONE AREAS CODE

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

##### 1. Land to which certificate applies

The subject site includes property that is proposed for use and development and includes all properties upon which works are proposed for bushfire protection purposes.

Street address:

123A River Road Ambleside

Certificate of Title / PID:

CT 91794/3 PID 6370889

##### 2. Proposed Use or Development

Description of proposed Use and Development:

2 Lot subdivision

Applicable Planning Scheme:

Tasmanian Planning Scheme – Devonport

##### 3. Documents relied upon

This certificate relates to the following documents:

Title	Author	Date	Version
Plan of Subdivision (305300-P01A)	Michell Hodgets Surveyors	12/09/2023	
Bushfire Hazard Report	Bruce Harpley BFP-140	4 December 2023	2
Hazard Management Plan	Bruce Harpley BFP-140	4 December 2023	2

<sup>1</sup> This document is the approved form of certification for this purpose and must not be altered from its original form.  
123A River Road Ambleside

**4. Nature of Certificate**

The following requirements are applicable to the proposed use and development:

<input type="checkbox"/>	<b>E1.4 / C13.4 – Use or development exempt from this Code</b>	
	<b>Compliance test</b>	<b>Compliance Requirement</b>
<input type="checkbox"/>	E1.4(a) / C13.4.1(a)	Insufficient increase in risk

<input type="checkbox"/>	<b>E1.5.1 / C13.5.1 – Vulnerable Uses</b>	
	<b>Acceptable Solution</b>	<b>Compliance Requirement</b>
<input type="checkbox"/>	E1.5.1 P1 / C13.5.1 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
<input type="checkbox"/>	E1.5.1 A2 / C13.5.1 A2	Emergency management strategy
<input type="checkbox"/>	E1.5.1 A3 / C13.5.1 A2	Bushfire hazard management plan

<input type="checkbox"/>	<b>E1.5.2 / C13.5.2 – Hazardous Uses</b>	
	<b>Acceptable Solution</b>	<b>Compliance Requirement</b>
<input type="checkbox"/>	E1.5.2 P1 / C13.5.2 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
<input type="checkbox"/>	E1.5.2 A2 / C13.5.2 A2	Emergency management strategy
<input type="checkbox"/>	E1.5.2 A3 / C13.5.2 A3	Bushfire hazard management plan

<input checked="" type="checkbox"/>	<b>E1.6.1 / C13.6.1 Subdivision: Provision of hazard management areas</b>	
	<b>Acceptable Solution</b>	<b>Compliance Requirement</b>
<input type="checkbox"/>	E1.6.1 P1 / C13.6.1 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
<input type="checkbox"/>	E1.6.1 A1 (a) / C13.6.1 A1(a)	Insufficient increase in risk
<input checked="" type="checkbox"/>	E1.6.1 A1 (b) / C13.6.1 A1(b)	Provides BAL-19 for all lots (including any lot designated as 'balance')
<input type="checkbox"/>	E1.6.1 A1(c) / C13.6.1 A1(c)	Consent for Part 5 Agreement



<input checked="" type="checkbox"/>	<b>E1.6.2 / C13.6.2 Subdivision: Public and fire fighting access</b>	
	<b>Acceptable Solution</b>	<b>Compliance Requirement</b>
<input type="checkbox"/>	E1.6.2 P1 / C13.6.2 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
<input type="checkbox"/>	E1.6.2 A1 (a) / C13.6.2 A1 (a)	Insufficient increase in risk
<input checked="" type="checkbox"/>	E1.6.2 A1 (b) / C13.6.2 A1 (b)	Access complies with relevant Tables

<input checked="" type="checkbox"/>	<b>E1.6.3 / C13.1.6.3 Subdivision: Provision of water supply for fire fighting purposes</b>	
	<b>Acceptable Solution</b>	<b>Compliance Requirement</b>
<input type="checkbox"/>	E1.6.3 A1 (a) / C13.6.3 A1 (a)	Insufficient increase in risk
<input type="checkbox"/>	E1.6.3 A1 (b) / C13.6.3 A1 (b)	Reticulated water supply complies with relevant Table
<input type="checkbox"/>	E1.6.3 A1 (c) / C13.6.3 A1 (c)	Water supply consistent with the objective
<input type="checkbox"/>	E1.6.3 A2 (a) / C13.6.3 A2 (a)	Insufficient increase in risk
<input checked="" type="checkbox"/>	E1.6.3 A2 (b) / C13.6.3 A2 (b)	Static water supply complies with relevant Table
<input type="checkbox"/>	E1.6.3 A2 (c) / C13.6.3 A2 (c)	Static water supply consistent with the objective

### 5. Bushfire Hazard Practitioner

Name: Bruce Harpley

Phone No: 0429 355 259

Postal Address:

Environmental Service and Design Pty Ltd  
PO Box 651  
BURNIE TAS 7320

Email Address:

bharpley@esandd.com.au

Accreditation No:

BFP – 140

Scope:

1, 2, 3A and 3B

### 6. Certification

I certify that in accordance with the authority given under Part 4A of the *Fire Service Act 1979* that the proposed use and development:

- ☐ Is exempt from the requirement Bushfire-Prone Areas Code because, having regard to the objective of all applicable standards in the Code, there is considered to be an insufficient increase in risk to the use or development from bushfire to warrant any specific bushfire protection measures, 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 compliant with the relevant **Acceptable Solutions** identified in Section 4 of this Certificate.

Signed:  
certifier



Name:

Bruce Harpley

Date:

04/12/2023

Certificate  
Number:

9013-2

(for Practitioner Use only)

---

123A River Road Ambleside

**Appendix D Requirements for Property Access and Water Supply****Access**

<b>Column 1</b>		<b>Column 2</b>
<b>Element</b>		<b>Requirement</b>
<b>A.</b>	Property access length is less than 30 metres, or access is not required for a fire appliance to access a firefighting water point.	There are no specified design and construction requirements.
<b>B.</b>	Property access length is 30 metres or greater, or access is required for a fire appliance to access a firefighting water point.	<p>The following design and construction requirements apply to property access:</p> <ul style="list-style-type: none"> <li>(a) all-weather construction;</li> <li>(b) load capacity of at least 20 tonnes, including for bridges and culverts;</li> <li>(c) minimum carriageway width of 4 metres;</li> <li>(d) minimum vertical clearance of 4 metres;</li> <li>(e) minimum horizontal clearance of 0.5 metres from the edge of the carriageway;</li> <li>(f) cross falls of less than 3 degrees (1:20 or 5%);</li> <li>(g) dips less than 7 degrees (1:8 or 12.5%) entry and exit angle;</li> <li>(h) curves with a minimum inner radius of 10 metres;</li> <li>(i) maximum gradient of 15 degrees (1:3.5 or 28%) for sealed roads, and 10 degrees (1:5.5 or 18%) for unsealed roads; and</li> <li>(j) terminate with a turning area for fire appliances provided by one of the following: <ul style="list-style-type: none"> <li>(i) a turning circle with a minimum outer radius of 10 metres;</li> <li>(ii) a property access encircling the building; or</li> <li>(iii) a hammerhead “T” or “Y” turning head 4 metres wide and 8 metres long.</li> </ul> </li> </ul>
<b>C.</b>	Property access length is 200 metres or greater.	<p>The following design and construction requirements apply to property access:</p> <ul style="list-style-type: none"> <li>(a) complies with requirements for B above; and</li> <li>(b) passing bays of 2 metres additional carriageway width and 20 metres length provided every 200 metres.</li> </ul>



Column 1		Column 2
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: (a) complies with requirements for B above; and (b) passing bays of 2 metres additional carriageway width and 20 metres length must be provided every 100 metres.

## Water Supply

Column 1		Column 2
Element		Requirement
<b>A.</b>	Distance between building area to be protected and water supply	The following requirements apply: (a) the building area to be protected must be located within 90 metres of the firefighting water point of a static water supply; and (b) the distance must be measured as a hose lay between the firefighting water point and the furthest part of the building area.
<b>B.</b>	Static water supplies	A static water supply: (a) may have a remotely located offtake connected to the static water supply; (b) maybe a supply for combined use (firefighting and other uses), but the specified minimum quantity of firefighting 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 firefighting 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, the tank may be constructed of any material provided that the lowest 400 mm of the tank exterior is protected by: (i) metal; (ii) non-combustible material; or (iii) fibre-cement a minimum of 6 mm thickness.
<b>C.</b>	Fittings, pipework and accessories (including stands and tank supports)	Fittings and pipework associated with a firefighting water point for a static water supply must: (a) have a minimum nominal internal diameter of 50mm; (b) be fitted with a valve with a minimum nominal internal diameter of 50mm; (c) be metal or lagged by non-combustible materials if above ground; (d) if buried, have a minimum depth of 300mm;

<b>Column 1</b>		<b>Column 2</b>
<b>Element</b>		<b>Requirement</b>
		<ul style="list-style-type: none"> <li>(e) provide a DIN or NEN standard forged Storz 65 mm coupling fitted with a suction washer for connection to firefighting equipment;</li> <li>(f) ensure the coupling is accessible and available for connection at all times;</li> <li>(g) ensure the coupling is fitted with a blank cap and securing chain (minimum 220mm length); and</li> <li>(h) ensure underground tanks have either an opening at the top of not less than 250mm diameter or a coupling compliant with this Table; and</li> <li>(i) where a remote offtake is installed, ensure the offtake is in a position that is: <ul style="list-style-type: none"> <li>(i) visible;</li> <li>(ii) accessible to allow connection by firefighting equipment;</li> <li>(iii) at a working height of 450mm – 600mm above ground level; and</li> <li>(iv) protected from possible damage, including damage by vehicles.</li> </ul> </li> </ul>
<b>D.</b>	Signage for static water connections	<p>The firefighting water point for a static water supply must be identified by a sign permanently fixed to the exterior of the assembly in a visible location. The sign must:</p> <ul style="list-style-type: none"> <li>(a) comply with water tank signage requirements within AS 2304; or</li> <li>(b) comply with the TFS Water Supply Signage Guideline.</li> </ul>
<b>E.</b>	Hardstand	<p>A hardstand area for fire appliances must be provided:</p> <ul style="list-style-type: none"> <li>(a) no more than three metres from the firefighting water point measured as a hose lay (including the minimum water level in dams, swimming pools and the like);</li> <li>(b) no closer than six metres from the building area to be protected;</li> <li>(c) a minimum width of three metres constructed to the same standard as the carriageway; and</li> <li>(d) connected to the property access by a carriageway equivalent to the standard of the property access.</li> </ul>









**From:** Brooks, David  
**Sent:** Wednesday, 6 December 2023 12:08 PM  
**To:** Devonport City Council  
**Subject:** Application PA2023.0167  
**Attachments:** Drawings\_Proposed Shed\_Brooks\_30 March 2017\_Rev A.pdf

To the Devonport City General Manager,

In regards to the planning permit application for 123a River Road, Ambleside. (PA2023.0167)

My wife and I own 111a River Road, Ambleside and share the western boundary of the proposed subdivision at 123a River Road. The existing fence between these properties does not sit on the property boundary. This is illustrated on drawing 223134, provided as part of the proposed subdivision application and I have also attached a drawing completed as part of our own building application for a new shed which was completed in 2017. This too shows the difference between the location of the fence and boundary. This hasn't been an issue however if subdivided and sold it becomes more problematic.

As part of the planning application approval I would like the Devonport City Council to consider making it mandatory that the boundary be surveyed and a new fence constructed on the boundary line. This will ensure Lot 1 has the appropriate fencing on its actual boundary, thereby negating any issues in the future. The cost of the fence can be shared, I'm happy to discuss and come to an arrangement with the land owner.

Regards,  
David Brooks



1wD

Lachlan WalshDESIGN

TASMANIA ACCREDITATION NUMBER: CC 6162 E

ABN: 94 660 558 746

231 Oldaker Street (PO Box 231)

Devonport TAS, 7310

P: 6424 8053

E: ljwalsh7@gmail.com

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REV.	PAGE NO.	CONTENT
A	100	COVER PAGE
A	101	SITE PLAN

DRAWINGS REFERENCE INFORMATION (SHED)

DESIGNER	RANBUILD
PROJECT No.	BURN01-14916
PAGES	3
OTHER INFORMATION	-

GENERAL INFORMATION

LAND TITLE REF. NUMBER	91795 / 2
DESIGN WIND CATEGORY (AS 4055)	N3
SOIL CLASSIFICATION (AS 2870)	UNKNOWN
CLIMATE ZONE (BCA 3.12)	ZONE 7
BAL RATING (AS 3959)	LOW

NOTES

- PROPOSED BUILDINGS ENERGY EFFICIENCY WILL BE IN ACCORDANCE WITH REQUIREMENTS STATED UNDER THE B.C.A. 3.12

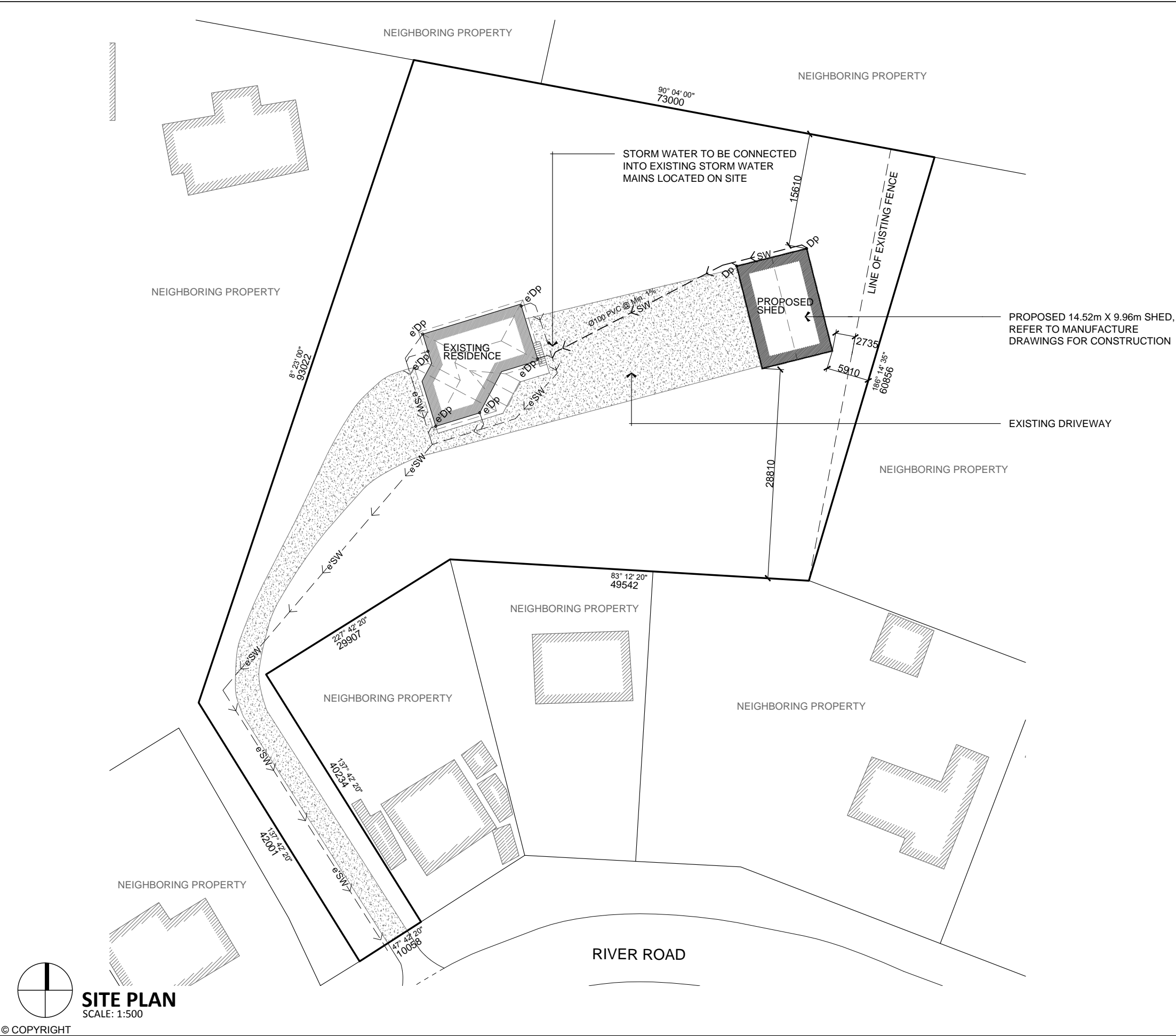
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PROJECT NUMBER: 17 - 350

SITE PLAN FOR PROPOSED SHED

111A RIVER ROAD, AMBLESIDE

MR. DAVID BROOKS



DO NOT SCALE DRAWINGS

CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF ANY WORK.

IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTACT ALL RELEVANT AUTHORITIES AND OBTAIN APPROVALS FOR ALL WORKS.

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NOTES AND SYMBOLS

31m M.A.S.L.	CONTOUR LINE
---	PIPE LINE (S.W. / S. / W.M.)
✕	CONNECTION POINT(S.W. / S. / W.M.)
G.D.	GRATED DRAIN
F.H.	FIRE PLUG LOCATION
W.M.	WATER METER LOCATION
T.	TELSTRA PIT LOCATION
L.P.	STREET LIGHT / POWER POLE
M.H.C.	STREET LIGHT / POWER POLE
▼ F.F.L. 5.500	R.L. & F.F.L. LEVELS
⬇ I.L. 4.500	INVERT LEVEL INDICATOR
✱	VEGETATION

LIGHT SCHEDULE

LOCATION	AREA
SITE	5574m²
EXISTING RESIDENCE	160m²+/- (17.22 Sq)
PROPOSED SHED	144m² (15.50 Sq)

SOIL & WATER MANAGEMENT

DOWNPIPES TO BE CONNECTED INTO COUNIL STORMWATER OR TO SITE STORMWATER DISCHARGE AREA AS SOON AS ROOF IS INSTALLED.

EXCAVATED MATERIAL TO HAVE SEDIMENT CONTROL BARRIER TO BE INSTALLED DOWN-SLOPE. EXCAVATED MATERIAL TO BE REMOVED AT COMPLETION OF BUILDING WORKS AND/OR USED AS FILL ON SITE FOR ANY LOW POINTS.


CRUSHED ROCK TO BE APPLIED AT ENTRY TO SITE FOR SEDIMENT CONTROL AND TO PREVENT TRANSFERRING DEBRIS ONTO STREET. REAPPLY CRUSHED ROCK TO ENTRY IF EXCESSIVE SEDIMENT BUILD-UP OCCURS.

NOTE:

ALL FLOOR TO FINISHED GROUND LEVELS HEIGHTS AND SITE CONTOURS NEED TO BE CONFIRMED ON SITE BEFORE START OF CONSTRUCTION.

ALL PLUMBING WORK TO BE DONE MUST BE COMPLETED BY A LICENSED PLUMBER.

M.A.S.L. - ABBREVIATION FOR "METERS ABOVE SEA LEVEL"



TASMANIA ACCREDITATION NUMBER: CC 6162 E  
ABN: 94 660 558 746  
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Devonport TAS, 7310  
P: 6424 8053  
E: ljwalsh7@gmail.com

NO.	DATE	REVISION	BY
A	30/03/2017	PLANNING & BUILDING APPROVAL	LJW
-	-	-	-
-	-	-	-
-	-	-	-

TITLE

# SITE PLAN

SCALE: 1:500

PROJECT

SITE PLAN FOR PROPOSED SHED


LOCATION

111A RIVER ROAD, AMBLESIDE

CLIENT

MR. DAVID BROOKS

DATE	APPROVED			
30th March, 2017	L.J.WALSH			
DRAWN BY	PROJECT NO.	PAGE SCALE	REV. NO.	DRAWING NO.
LJW	17 - 350	A3	A	101

	<h2 style="text-align: center;">SPORT AND RECREATION FACILITIES HIRE POLICY</h2>			
POLICY TYPE	DOCUMENT CONTROLLER	RESPONSIBLE MANAGER	POLICY ADOPTED	REVIEW DUE
Council	Community Services Manager	Executive Manager	TBA	TBA
<b>PURPOSE</b>	To provide a framework and principles that underpin the minimum standard process for hiring Council owned or managed sport and recreational venues, for use by the local and wider community.			
<b>SCOPE</b>	<p>The Policy extends to the Council owned facilities that are available for hire as detailed below:</p> <ul style="list-style-type: none"> <li>• Devonport Recreation Centre</li> <li>• East Devonport Recreation Centre</li> <li>• Council owned/managed Community Halls and Community Meeting Rooms</li> <li>• Meercroft Park Pavilion</li> <li>• Sporting Grounds – Meercroft Park, Byard Park, Maidstone Park, Don Recreation Ground, Devonport Oval, Girdlestone Park, Eugene Street Fields, Valley Road Soccer Centre.</li> </ul> <p><b>EXCLUSIONS:</b> This Policy excludes the paranapple convention centre, paranapple Arts Centre and Devonport City Council office meeting rooms.</p>			
<b>OBJECTIVES</b>	<ol style="list-style-type: none"> <li>1. To communicate the minimum processes required for hiring Council owned facilities, for use by the local and wider community.</li> <li>2. To communicate Council's commitment to providing facilities for use by the local and wider community and supporting and promoting the participation of under-represented populations.</li> </ol>			
<b>DEFINITIONS</b>	<p>For the purposes of this Policy, the following definitions apply:</p> <p><u>Types of Hirers:</u></p> <p><b>Recurring Commercial Hirer</b> – a for profit hirer of a Council owned or managed facility, that enters into a hire agreement for 12 or more recurring bookings per 12-month period.</p> <p><b>Seasonal Hirer</b> - a hirer of a Council owned or managed facility, that enters into a hire agreement for a consecutive duration of 12 weeks or longer, in alignment with sporting seasons i.e. winter or summer.</p> <p><b>Casual Hirer</b> – a hirer of a Council owned or managed facility, that enters into a hire agreement for a single or a bespoke number of dates.</p> <p><b>Junior Hirer</b> – a hirer of a Council owned or managed facility that is under 18 years of age.</p>			



<b>POLICY</b>	<p>1. <b>Assessments of Booking Applications</b> - Should multiple requests be received for the same sportsground or facility; Council will undertake an assessment based on the following criteria:</p> <ul style="list-style-type: none"> <li>1.1. Application is received with the required documentation by the closing date. Applicants that have not completed the booking process by the requested date will not be considered unless special circumstances apply.</li> <li>1.2. Applicants that have a consistent record of paying invoices within the required thirty (30) days will be given preference for use of their requested facilities over applicants with outstanding or recurrent default on payment terms.</li> <li>1.3. If an applicant has been a Recurring or Seasonal hirer of the facility, they will receive preference over a new applicant. Preference for seasonal applications may be determined on previous usage history of the prior two (2) seasons.</li> <li>1.4. If an applicant has a history of adhering with all Conditions of Hire, they will be given a higher priority over those applicants that have not complied with Council's terms and conditions.</li> <li>1.5. Applications will be assessed based on how suitable the proposed activity is to the facility. This can include, but is not limited to, size requirements, equipment requirements and the seasonal configuration of each ground or facility.</li> <li>1.6. If an applicant can access and hire facilities within their own local area and wholly or substantially based outside of the Devonport municipality, preference may be afforded to local hirers. This is to ensure there is fair and equitable use for other applicants that may not have alternative options.</li> <li>1.7. Applications for sports or recreational activities traditional to the relevant season will take precedence over those that are not. Traditional Winter activities take precedence over traditional summer activities between 1 April and 30 September. Traditional Summer activities take precedence over traditional Winter activities between 1 October and 31 March.</li> </ul> <p>2. <b>Fees and Charges</b></p> <p>Council's annually adopted Schedule of Fees and Charges outlines applicable hire rates for Sport and Recreational Grounds and Venues, subject to the following:</p> <ul style="list-style-type: none"> <li>2.1. All fees and charges are reviewed annually by Council and subject to change each year on 1 July. All bookings and fee</li> </ul>

	<p>agreements held after this date will be subject to any annual fee amendment.</p> <p>2.2. The Casual Hire Charge is the rate typically charged per hour or per booking in accordance with Council's adopted Fee's and Charges Schedule.</p> <p>2.3. A recurring Commercial Hirer may receive a discount applied to the Casual Hire Charge, at the discretion of General Manager in accordance with established financial delegation.</p> <p>2.4. A Community Hire not for profit discount may be applied to the Casual Hire Charge in accordance with the criteria set out in section 3 of this Policy.</p> <p>2.5. A Junior Hire discount may be applied to the Casual Hire Charge in accordance with the criteria set out in section 3 of this Policy.</p> <p>2.6. Seasonal Hirer fees for any Financial Year are typically charged at 10% of total annual/seasonal facility costings.</p> <p>2.7. A Special Events Hire Charge will be applied upon application, and based upon the specific circumstance and proposed alternate use of a venue (beyond its intended or typical purpose). Hire fees may be approved by the General Managers in accordance with established financial delegation.</p> <p>2.8. Items labelled as 'FOC' (Free of Charge) in Council's adopted Fees and Charges Schedule, are available for hire at no charge – but must be booked to confirm access and use by a nominated hirer.</p> <p>2.9. Refundable Bonds are determined (if applicable) upon application. Bond fees are set at the General Managers discretion.</p> <p>2.10. Bookings may be subject to a cancellation fee if cancelled with less than 24 hours' notice. Alterations to existing bookings with less than 24 hours' notice may also incur additional or reduced charges.</p> <p>2.11. A hire charged labelled as 'TBA' (To be Advised) in the Schedule of Fees and Charges is to be determined on a case-by-case basis, in consultation with associated club or community facility occupants. The total hire fee may be determined at the discretion of General Manager in accordance with established financial delegation.</p> <p><b>3. Eligibility criteria for discounted hire fees.</b></p>
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Discounts may be applied to casual hire rates, considering the criteria set out below. Determination of eligibility and the application of any discount may be approved by the General Manager in accordance with established financial delegation:

- a) Demonstrate strong alignment with Council's priorities and values as described in current Council strategies and plans.
- b) Are wholly or substantially based within the Devonport local government area.
- c) Demonstrated benefit to the local community, and encourages and increases opportunities for active participation in community life, such as social wellbeing, social inclusion, and participation.
- d) Market and promote Devonport as a an events, economic, service, and retail hub.
- e) Demonstrate a genuine need for a fees and charges remission.
- f) Have no current outstanding debt to Council or have entered into scheduled payment arrangements with Council which are being met, and have met acquittal conditions for previous Council grants.
- g) Where applicable, can provide evidence of not-for-profit or registered charity status with the Australian Taxation Office.
- h) Junior Hirers must be under the age of 18 years and affiliated with an already contracted hirer of a Council owned or managed sports or recreation facility.
- i) Recurring Commercial Hirers enter into a hire agreement with 12 or more recurring bookings per 12-month period.

The table below sets out the subsidies and discounts that may be applied to adopted hire charges:

Hirer Category	Subsidy/Discount
Recurrent Commercial Hirer	10%
Eligible Community/NFP Hirer	25%
Eligible Junior Hirer	50%

#### 4. Validation of Hire agreement

- 4.1. Council land and/or buildings shall only be occupied pursuant to a formal signed hire agreement.
- 4.2. Failure to formally execute the hire agreement may result in the discontinuation of hire negotiations, or an existing agreement (if an agreement renewal) with the Hirer.
- 4.3. Once agreement terms have been finalised, and the proposed hire period has commenced; Council reserves the



	<p>right to commence hire charges even if the agreement remains unsigned. If the agreement remains unsigned for a period of more than 30 days, 90 days' notice to vacate the premises (building and/or land) may be given to the hirer if they are occupying the facility.</p> <p><b>5. Term</b></p> <p>The maximum term of agreements will be twelve (12) months and reviewed annually, prior to the end of each financial year.</p> <p><b>6. Compliance Obligations</b></p> <p><b>6.1. Insurance –</b></p> <ul style="list-style-type: none"> <li>a) Hirers of Council owned or managed facilities will be required to have public liability insurance for a minimum of \$20 million for the agreement's duration.</li> <li>b) Casual Hirers, for non-sporting related uses, who wish to access Council-owned and controlled facility and do not have/cannot obtain the necessary public liability insurance, may be covered by Council's Community Liability Insurance cover, subject to complying with terms and conditions of hire/use.</li> <li>c) Personal Injury or damage to personal property caused by, or arising out of, the use by Casual Hirers is bound by the provisions and limitations of Council's insurance cover.</li> <li>d) Council <u>does not</u> provide Insurance cover to Casual Hirers for sporting related activities. By entering into a casual hire agreement, the casual hirer is accepting the terms and conditions of use at their own risk, including legally indemnifying the Devonport City Council, for all amounts which the insured becomes legally liable to pay as compensation arising out of: <ul style="list-style-type: none"> <li>i. personal injury;</li> <li>ii. property damage;</li> </ul> not caused by an act of negligence, error, or omission by the Devonport City Council.</li> </ul> <p><b>6.2. Food Safety -</b> Any hirer that provides or sells food and/or beverages to the public, must contact the Council Environmental Health Department to ensure that they have the appropriate permits. These permits must be in place prior to the start date of the hire agreement period.</p> <p><b>6.3. Risk Management -</b> It is the responsibility of the hirer, in conjunction with Council, to ensure the minimisation of all risks including public safety, hazardous materials and waste removal. The hirer is also required to comply with emergency evacuation procedures and risk management practices at the direction of Council.</p>
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	<p>6.4. <u>Authorised Contact</u> – It is a requirement that all hirers ensure they provide Council with their current contact details and provide updated details when there is a change in these details.</p> <p>6.5. <u>Legislation and Statutory Compliance</u> - It is necessary for Hirers and Council in the development of hire agreements to ensure compliance with Council's corporate and statutory responsibilities. Legislative requirements need to be determined and stipulated in the agreements. Compliance may also extend to the obtaining of permits from Council; liquor licensing requirements; place of assembly licences; adherence to food handling guidelines; nuisance provisions under the <i>Environmental Management and Pollution Act 1994</i> in regard to noise, light, dust and deposition of any waste water etc and relevant Council by-laws.</p> <p><b>7. Delegation and Signing</b></p> <p>7.1. An authorised representative may be delegated by Council to sign hire agreements.</p> <p>7.2. An authorised signatory of the hirer will be required to execute the agreement and a copy of the agreement, once duly executed by both parties, will be returned to the hirer for their safekeeping. The other copy will be recorded as a Vital Record by Council and placed in the Vital Records Register and a hard copy held in Council's document storage facility.</p> <p><b>8. Other Provisions</b></p> <p>Other Hire provisions may be negotiated as required.</p>
<b>LEGISLATION AND RELATED DOCUMENTS</b>	<p><i>Local Government Act 1993</i>  <i>Local Government (Building and Miscellaneous Provisions) Act 1993</i>  <i>Building Act 2016</i>  <i>Building Regulations 2016</i>  <i>Public Health Act 1997</i>  <i>Food Act 2003 (where applicable)</i>  Place of Assembly Licence (where applicable)  Food Licencing (where applicable)  Devonport City Council Strategic Plan 2009-2030</p>
<b>ATTACHMENTS (IF APPLICABLE)</b>	<p>Hire Agreement – Devonport Recreation Centre  Hire Agreement – East Devonport Recreation Centre  Hire Agreement – Don Hall  Hire Agreement – Meercroft Park Pavilion  Hire Agreement – Maidstone Park  Hire Agreement – Don Recreation Ground  Hire Agreement – Girdlestone Park  Hire Agreement – Valley Road Soccer Centre  Hire Agreement – Eugene Street Playing Fields  School Hire Agreement – Recreation Grounds  School Hire Agreement – Recreation Venues</p>
<b>STRATEGIC REFERENCE</b>	<p>5.3.1 – Review and amend structures, policies and procedures to adapt to changing circumstances</p>

<b>MINUTE REFERENCE</b>		
<b>OFFICE USE ONLY</b>	Update Register	Training/Communication
	Advise Document Controller	Advise HR/ MCO
	Management Sign Off:   Date:	


DRAFT



Proposed Amendments to 2023-24 Fees & Charges Schedule				
Type of Fee/Charge	Indicator/Descriptor	GST	Fee (including GST)	
Recreation Centres, Community Halls and Pavilions				
Devonport Recreation Centre				
Main Stadium Courts	Per hour / Per court	\$ 2.06	\$ 22.66	
Main Stadium Show Court	Per booking	\$ 61.82	\$ 680.00	
Youth Centre Stadium Court	Per hour	\$ 2.06	\$ 22.66	
Badminton	Per hour	\$ 2.06	\$ 22.66	
Squash / Racquetball	Per hour / Per court	\$ 1.09	\$ 12.00	
Community Program Space	Per hour	\$ 2.48	\$ 27.25	
Grassed Area/Car Park	Per booking	N/A	FOC	
East Devonport Recreation Centre				
Main Stadium	Per hour	\$ 2.06	\$ 22.66	
Kitchen Cleaning Fee	Per booking	\$ 4.36	\$ 48.00	
Meercroft Park Pavilion, Devonport				
Canteen hire	Per booking	\$ 2.27	\$ 25.00	
Canteen Cleaning Fee	Per booking	\$ 4.36	\$ 48.00	
Don Memorial Hall, Don				
Sport and Recreation Grounds				
Devonport Oval Precinct				
Oval	per day	\$ 117.05	\$ 1,287.50	
Oval Public Toilets	per hour	\$ 14.55	\$ 160.00	
Changerooms	Per booking	\$ 5.00	\$ 55.00	
Middle Oval	per day	\$ 10.00	\$ 110.00	
Eastern Oval	per day	\$ 10.30	\$ 113.30	
Changerooms	Per booking	\$ 10.00	\$ 110.00	
Clubrooms	Per booking	applies	TBA	
Meercroft Park, Devonport				
Changerooms	Per booking	\$ 10.00	\$ 110.00	
Girdlestone Park, East Devonport				
Oval	per booking	\$ 10.30	\$ 113.30	
Eugene Street Playing Fields, Devonport				
Playing field	Per booking	\$ 10.30	\$ 113.30	
Additional services - upon application/booking				
Line Marking using GPS. Minimum two weeks notice required.	Per Booking	applies	TBC	
Special Events				
One off events	Per Booking	applies	TBA	
Security Bond	Per Booking	applies	TBA	
Afterhours Access - call outs				
	Per hour	\$ 7.59	\$ 83.50	

Notes on proposed amendments
Converts two courts into centre court, price includes venue set up (major sporting events only)
Price increase to align with other court hire rate (previously \$20.60).
increase to align as uses the Youth Centre Court hire charge (formerly \$20.60)
Now includes hire of two rackets and one ball during business hours (rounded up to \$12 from \$11.33)
Located within the Table Tennis Building.
Added in association with recent event bookings
Price increase to align with other stadiums (previously \$20.60)
Increase as per contracted service charge
New addition.
New addition. As per contracted service charge.
New Addition.
New Addition to recover cleaning costs at the contracted service rate.
Reduction in fee due to smaller size (and limited utilisation)
New Addition to cover cleaning costs at the contracted service rate.
New Addition to cover cleaning costs at the contracted service rate.
Reduction to historic casual hire rate - service changes now introduced for additional operational support.
Previously no charge and infrequently used, but requires operational support and preparation when used.
To be determined in accordance with event requirements
May be applied at the General Managers Discretion.
After/out of hours access, includes onsite opening of gates ect. Applied to bookings where support is required.

NOTE: Additional Fee Item, or amendments to existing fees highlighted.

	<b>SAFEGUARDING CHILDREN AND YOUNG PEOPLE POLICY</b>			
POLICY TYPE	DOCUMENT CONTROLLER	RESPONSIBLE MANAGER	POLICY ADOPTED	REVIEW DUE
Council	General Manager	General Manager	XX	XX
<b>PURPOSE</b>	<p>The purpose of this Policy is to define Council's commitment to creating and maintaining a Child Safe Organisation, and outlines Council's position and responsibilities toward the safeguarding of children and young people in Council's physical and online environments.</p>			
<b>SCOPE</b>	<p>This Policy applies to all Council employees and representatives, including:</p> <ul style="list-style-type: none"> <li>• Mayor and Councillors;</li> <li>• Full-time, part-time, and casual employees;</li> <li>• Permanent and temporary employees performing work for Council, including work experience students, apprentices, interns, and trainees;</li> <li>• Temporary and casual individuals engaged through an agency;</li> <li>• Staff on secondment from another role or another council;</li> <li>• Volunteers; and</li> <li>• Contractors, or consultants directly engaged/renumerated by Council.</li> </ul> <p>The application of this Policy is irrespective of the person's involvement in child related work, and there are no exclusions to its application.</p>			
<b>DEFINITIONS</b>	<p>For the purposes of this Policy, the following definitions apply:</p> <p><b>Abuse</b> - Abuse is an act, or a failure to act, towards or on behalf of a child that may result in harm. It can occur on one occasion or multiple occasions. Sometimes the impact of multiple events leads to harm that becomes cumulative in nature. Types of abuse include physical, emotional, sexual abuse, and neglect.</p> <p><b>Child/Children/Young Person</b> - Any person under 18 years of age as defined by <i>Children, Young Persons and their Families Act 1997</i> (Tas).</p> <p><b>Child safe</b> - For this Policy, child safe means protecting the rights of children and young people to be safe by taking actions that can help prevent harm and abuse.</p> <p><b>Child Safe Organisation</b> - Defined in the Royal Commission Final Report as an organisation that:</p> <ul style="list-style-type: none"> <li>• creates an environment where children's safety and wellbeing are at the centre of thought, values, and actions.</li> <li>• places emphasis on genuine engagement with and valuing of children and young people.</li> <li>• creates conditions that reduce the likelihood of harm to children and young people.</li> </ul>			

	<ul style="list-style-type: none"> <li>• creates conditions that increase the likelihood of identifying any harm, and</li> <li>• responds to any concerns, disclosures, allegations, or suspicions of harm.</li> </ul> <p>Note: In the context of local government, this involves referring concerns to the Independent Regulator and in the case of suspected criminal behaviour, to Tasmania Police, to respond as appropriate.</p> <p>Implementation of the Child and Youth Safe Standards (which mirror the National Principles for Child Safe Organisations) give effect to the above.</p> <p><b>Child and Youth Safe Standards</b> – 10 standards that specific organisations in Tasmania (including councils) must put into practice in an ongoing and simultaneous manner. These are defined under the legislation and mirror the National Principles for Child Safe Organisations.</p> <p><b>Contractor</b> - In the scope of this Policy means a person or company used by Council to provide services directly to children and young people, or where the contract's activities will, or are likely to involve contact with children and young people that is a usual part of and more than incidental to, the services.</p> <p><b>Council facilities</b> - Properties, buildings, and facilities including parks and sporting facilities owned and managed by Council including those used by the public or available for hire.</p> <p><b>Council staff</b> - Includes Devonport City Council employees, volunteers, students on placement, contractors, consultants, elected representatives, and visitors, and anyone else who undertakes work on behalf of the Devonport City Council. This is regardless of their work related to children or young people.</p> <p><b>Harm</b> - Any detrimental effect of a significant nature on the child's wellbeing, whether caused by a single act, omission or circumstance, or a series or combination of acts, omissions, or circumstances.</p> <p><b>Independent Regulator</b> - An independent oversight body that exists to help organisations understand how to comply with Tasmania's Child and Youth Safe Framework, provide guidance and advice, and monitor compliance.</p> <p><b>Reportable Conduct Scheme</b> - Requires leaders of specific organisations to notify the Independent Regulator when concerns are raised about conduct related to child abuse.</p> <p><b>Safeguarding</b> - Taking the actions necessary to ensure children and young people feel safe and are safe. This also means that if children or young people don't feel safe, steps are taken to restore their safety.</p> <p><b>Universal Principle for Aboriginal Cultural Safety</b> - This applies across all 10 Child and Youth Safe Standards and means the right of Aboriginal and Torres Strait Islander children and young people to Cultural Safety must be respected.</p> <p><b>Wellbeing</b> - Wellbeing of children and young people includes the care, development, education, health and safety of children and young people.</p>
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<b>COUNCIL'S CHILD SAFE STATEMENT OF COMMITMENT</b>	<ul style="list-style-type: none"> <li>• We are committed to the safety and wellbeing of children and young people while enabling their participation as valued members of our community.</li> <li>• We have zero tolerance to child abuse and harm. Our people are obligated to prioritise the safety of the children they interact with in the performance of their role and to report conduct of concern.</li> <li>• We recognise the importance of child safety in the provision of quality community services. All children who attend services, programs, events, and community spaces (including online environments) that are delivered, owned, contracted, or managed by Council, have the right to feel safe, be safe, and be heard.</li> <li>• We recognise our legal and moral responsibilities in keeping children and young people safe and have robust policies and procedures in place to meet this commitment that are aligned with the National Principles for Child Safe Organisations.</li> <li>• We want children to thrive, be safe, happy, and empowered, and are dedicated to ensuring their views are listened to and respected, and they are given opportunities to contribute to how we plan and deliver our services that affect them.</li> <li>• We are committed to being a Child Safe Organisation.</li> </ul>		
<b>POLICY</b>	<p>Council is committed to the safety of Child and Young People. Council is legally required to comply with the Child and Youth Safe Organisations Framework, which aims to protect children from abuse and harm.</p> <p><b>1. Child Safe Standards:</b> The Tasmanian Child and Youth Safe Standards (the Standards) outline how an organisation can develop a culture with child safety and wellbeing at its centre. The Standards contribute to preventing abuse and harm. They require organisations to meet a benchmark that ensures children and young people's rights to safety and wellbeing are respected and upheld.</p> <p>All 10 Child and Youth Safe Standards must be put into practice in accordance with a Universal principle for Aboriginal Cultural Safety.</p> <p>The Universal Principal says organisations must provide an environment that ensures that the right to Cultural Safety of Aboriginal and Torres Strait Islander children is respected.</p> <p>Tasmania's 10 Child and Youth Safe Standards mirror the National Principles for Child Safe Organisations which emerged from the work of the Royal Commission into Institutional Responses to Child Sexual Abuse.</p> <p>The Standards are as follows:</p> <table border="1" data-bbox="446 1803 1386 1832"> <tr> <td><b>Standard:</b></td><td><b>This means:</b></td></tr> </table>	<b>Standard:</b>	<b>This means:</b>
<b>Standard:</b>	<b>This means:</b>		

	<b>Standard 1:</b> Child safety and wellbeing is embedded in organisational leadership, governance, and culture.	All people in the organisation care about children and young people's safety and wellbeing above everything else, and make sure they act that way and lead others to act that way.
	<b>Standard 2:</b> Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.	Children and young people are told about their human rights, have a say in decisions and are taken seriously.
	<b>Standard 3:</b> Families and communities are informed and involved in promoting child safety and wellbeing.	Families, carers, and communities know about and are involved in the organisation's child and safety and wellbeing activities.
	<b>Standard 4:</b> Equity is upheld and diverse needs respected in policy and practice.	The rights of every child and young person are being met, and children and young people are treated with dignity, respect, and fairness.
	<b>Standard 5:</b> People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.	People working with children and young people are safe to work with children and young people and are respectful of them. They are taught how to keep children safe and well.
	<b>Standard 6:</b> Processes to respond to complaints and concerns are child focused.	Children, young people, families, carers, staff, and volunteers are listened to and can share problems and concerns.
	<b>Standard 7:</b> Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.	Staff and volunteers keep learning all the time so they know how to keep children and young people safe and well.
	<b>Standard 8:</b> Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.	Children and young people are safe in online and physical spaces.
	<b>Standard 9:</b> Implementation of the Child and Youth Safe Standards is regularly reviewed and improved.	The organisation keeps reviewing and improving its child safety and wellbeing practices.
	<b>Standard 10:</b> Policies and procedures document how the organisation is safe for children and young people.	The organisation writes down how it keeps children and young people safe and well and makes sure that everyone can see these documents.

	<p><b>2. Reportable Conduct Scheme:</b></p> <p>The Reportable Conduct Scheme (the Scheme) aligns closely with the Standards. The Scheme aims to improve how organisations respond to allegations of certain types of misconduct involving children/young people, committed by their workers and volunteers.</p> <p>The Scheme imposes legal obligations on the General Manager as head of the organisation to have systems in place to prevent child abuse, and if child abuse is alleged, to ensure allegations are brought to the attention of the appropriate persons for investigation and response.</p> <p>Under the Scheme, reportable conduct is broader than suspected criminal behaviour, and includes:</p> <ul style="list-style-type: none"> <li>• Sexual offences (against, with or in the presence of, a child);</li> <li>• Sexual misconduct (against, with or in the presence of, a child);</li> <li>• Physical violence (against, with or in the presence of, a child)</li> <li>• Grooming of a child;</li> <li>• Behaviour that causes significant emotional or psychological harm;</li> <li>• Significant neglect; and</li> <li>• Relevant offences such as failing to report child abuse.</li> </ul> <p><b>3. Policy Functions:</b></p> <p>Devonport City Council will ensure the following functions of this Policy are resourced and assigned to the relevant officers for implementation:</p> <ul style="list-style-type: none"> <li>• Establishment of a cross functional internal working group to monitor Council's response to the implementation of and adherence to the Child Safe Framework.</li> <li>• Providing the necessary resources to prepare and implement policy and procedural changes required to comply with the Child Safe Standards. This work includes: <ul style="list-style-type: none"> <li>○ Developing a child safe code of conduct.</li> <li>○ Conducting risk assessments for Council services, programs, or facilities used by children and young people.</li> <li>○ Developing allegation and complaints handling procedures.</li> <li>○ Updating relevant HR policies and procedures.</li> <li>○ Updates to contractor/supplier/procurement policy and procedures.</li> <li>○ Documenting reporting and record keeping procedures related to this policy.</li> </ul> </li> <li>• Provide resources for staff awareness and training in relation to this policy.</li> </ul>
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- Developing a process to deliver child safe messages at Council venues, grounds, facilities, and events.
- Connecting and supporting local community groups, organisations, and stakeholders to child safe resources (including culturally safe and inclusive resources).

**4. Roles and Responsibilities:**  
Safeguarding children and young people is a shared responsibility across Council.

4.1 The following staff/people have specific responsibilities in relation to this Policy:

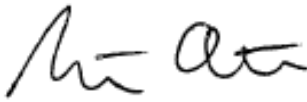
Role:	Responsibility:
Elected Members	<ul style="list-style-type: none"> <li>Model a culture of child safety and wellbeing.</li> <li>Understand and comply with their obligations in relation to child safety and wellbeing.</li> <li>Participate in training/education to identify, prevent, and report child abuse and harm.</li> <li>Report any concerns about child safety and wellbeing.</li> <li>Promote DCC as a Child Safe Organisation and to direct community members to appropriate information and resources.</li> </ul>
<ul style="list-style-type: none"> <li>General Manager</li> </ul>	<ul style="list-style-type: none"> <li>The General Manager is the 'head of an entity' under the <i>Child and Youth Safe Organisations Act 2023</i> and has legal obligations (including timeframes) around sharing of reportable conduct information. This includes reporting to the Independent Regulator any allegations of misconduct involving children and young people by Council staff.</li> <li>Ensure adequate resources and support to enable staff to effectively deliver the Safeguarding Children and Young People Policy.</li> </ul>

		<ul style="list-style-type: none"> <li>• Be the first point of contact in relation to the reportable conduct scheme and investigations.</li> </ul>
	Managers and Team Leaders	<ul style="list-style-type: none"> <li>• Ensure a culture of safeguarding children and young people is embedded among their team.</li> <li>• Ensure safeguarding children and young people policies and procedures, and other relevant policies are implemented within the work areas they are responsible for.</li> <li>• Provide team members with induction, support, supervision, and access to ongoing professional development around safeguarding children and young people relevant for each team member's role and duties.</li> <li>• Conduct risk assessments, taking reasonable steps to identify any potential risks to the safety and wellbeing of children within the work remit of their team/s and remove or minimise the risks.</li> </ul>
	HR	<ul style="list-style-type: none"> <li>• Ensure all recruitment, selection and on boarding processes meet the requirements of the Child and Youth Safe Standards.</li> <li>• Ensure appropriate safety and screening checks are undertaken prior to engagement and maintained according to Council HR policies.</li> <li>• Ensure induction of new employees includes the provision of the Safeguarding Children and Young People</li> </ul>

		<p>Policy and Procedures and training to support them to understand their roles and responsibilities relating to child safety.</p> <ul style="list-style-type: none"> <li>• Oversee the implementation of child safety training for new employees and refresher training for all employees on an ongoing basis and keep records of training completed.</li> <li>• Manage disciplinary procedures as they relate to child safety and wellbeing.</li> <li>• Responsible for providing training, capacity building and awareness-raising initiatives to ensure employees are appropriately equipped to recognise, respond to and report child abuse.</li> </ul>
	Council Staff	<ul style="list-style-type: none"> <li>• Understand and comply with their roles and responsibilities in keeping children safe.</li> <li>• Report any concerns about the safety and wellbeing of a child or young person.</li> <li>• Obtain and maintain a Working with Vulnerable People Check where required.</li> <li>• Participate in training and education in relation to safeguarding children and young people as required.</li> <li>• Provide environments for children and young people where they feel safe, empowered, and can participate. Behave safely and appropriately with children and young people.</li> </ul>
	Contract Managers	<ul style="list-style-type: none"> <li>• The management of contracts includes, but is not</li> </ul>

		<p>limited to, all agreements, leases, licences, grant recipients, funded partners, and labour hire. Anyone managing these contracts will ensure:</p> <ul style="list-style-type: none"> <li>○ All third-party operators are provided with a copy of Council's Child Safety Commitment Statement; and</li> <li>○ Contracts contain the relevant child safe clauses, including the requirement for Working with Vulnerable People Checks where relevant; and compliance with the Standards.</li> </ul>
	<p>4.2 External Parties</p> <ul style="list-style-type: none"> <li>• Our obligations with External Parties: Although Devonport City Council is not legally responsible for providing oversight of compliance with child safe practices outside of this organisation, it will take any reasonable steps to engage with persons who utilise Devonport City Council facilities to operate in alignment with this Policy.</li> <li>• Our approach to Royal Commission Recommendation – 6.12: The Royal Commission into Institutional Responses to Child Sexual Abuse defined a role for Local Government under Recommendation 6.12 which states:</li> </ul> <p><i>“With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out the following functions:</i></p> <ul style="list-style-type: none"> <li>a) <i>developing child safe messages in local government venues, grounds and facilities</i></li> <li>b) <i>assisting local institutions to access online child safe resources</i></li> <li>c) <i>providing child safety information and support to local institutions on a needs basis</i></li> <li>d) <i>supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds.”</i></li> </ul> <p>Devonport City Council acknowledges it has a leadership role in the community to support relevant organisations to be child safe and promote child safe practices and will work towards the functions of Recommendation 6.12.</p>	



<b>LEGISLATION AND RELATED DOCUMENTS</b>	<i>Child and Youth Safe Organisations Act 2023 (Tas)</i> Staff Code of Conduct Policy Model Code of Conduct Policy (Councillors) Disciplinary Procedure Child and Youth Safe Organisations Framework (2024) The Reportable Conduct Scheme			
<b>ATTACHMENTS (IF APPLICABLE)</b>	N/A			
<b>STRATEGIC REFERENCE</b>	4.4 Our community and visitors are safe and secure 4.8 Young people are recognised and valued allowing them to reach their full potential			
<b>MINUTE REFERENCE</b>	TBA			
<b>OFFICE USE ONLY</b>	Update Register	Y	Training/Communication	Y
	Advise Document Controller	Y	Advise HR / MCO	Y
	Management Sign Off:    Date: DD Month Year			



29 November 2023

Mr Matthew Atkins  
CEO  
**Devonport City Council**  
Email: [matkins@devonport.tas.gov.au](mailto:matkins@devonport.tas.gov.au)

Dear Matthew

**Formal approval of the amended Dulverton Regional Waste Management Authority Rules**

As per my letter to you dated 6<sup>th</sup> October 2023, I now advise the following;

- There were no submissions from the public following the newspaper advertisement and 21-day display of the proposed amended Authority Rules at each Participating Council office;
- A copy of the proposed amended Authority Rules has been forwarded to the Director of Local Government, Mr Michael Mogridge;
- The Rules have now been certified by Lawyer, Cassandra Blair, of Rae & Partners in Launceston;
- The Rules have now been certified by General Manager, Gerald Monson, of the Latrobe and Kentish Councils; and
- A copy of the certified Rules are attached for your reference.

To finalise the adoption of the amended Rules, each Participating Council must pass a motion to formally approve the amended Authority Rules. If you could arrange do this at your December 2023 Council Meeting and advise DWM once completed.

If you have any questions or require clarification of any of the above items please do not hesitate to contact me.

Yours sincerely

**Veronica Schilling**  
CEO

# **DULVERTON REGIONAL WASTE MANAGEMENT AUTHORITY**

*(A Joint Authority under s30-39 Local Government Act of the Central Coast, Devonport City,  
Kentish and Latrobe Councils for the management and disposal of waste)*

## **RULES**

As adopted on 23<sup>rd</sup> November 2023

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Terms printed in *italics* are defined in clause 3(1)



Dulverton Regional Waste Management Authority Rules – As Adopted 23<sup>rd</sup> November 2023

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Terms printed in *italics* are defined in clause 3(1)

## **AUTHORITY RULES**

### **PART 1 - PRELIMINARY**

**1. Title**

These Rules may be cited as the Dulverton Regional Waste Management Authority Rules.

**2. Name**

The name of the *Authority* is the Dulverton Regional Waste Management Authority.

**3. Interpretation**

(1) In these Rules, unless the contrary intention appears:

- '*Act*' means the *Local Government Act 1993 (Tas)*;
- '*aftercare fund*' means a fund for long term aftercare management of a Site;
- '*aftercare funding plan*' means a financial plan accounting for all known assets and liabilities relating to the landfill at the current date and at the estimated landfill closure date articulating the proposed financial path and addressing any gap between assets and liabilities;
- '*aftercare management*' is the management of a *Site* that has been used for landfill to avoid environmental harm after that *Site* has been closed as an active landfill and until such time as that *Site* is deemed to pose no further potential environmental harm;
- '*AGM*' means an annual general meeting of the *Representatives* held in accordance with Rule 12;
- '*Authority*' means the Dulverton Regional Waste Management Authority;
- '*Board*' means the *Board of directors* appointed by the *representatives*;
- '*chair*' means the chair of the *Board*;
- '*chief representative*' means the chair of the *representatives* and where the context permits, refers to the person chairing the relevant *Representatives' meeting*;

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Terms printed in italics are defined in clause 3(1)

- **‘CEO’** means the chief executive officer of the *Authority*;
- **‘closure date’** is the date when any *Site* is closed such that waste is no longer deposited at that *Site*;
- **‘Corporations Law’** means the Corporations Law of Tasmania and the Commonwealth;
- **‘Council’** means a council established under section 18 of the *Local Government Act, 1993*;
- **‘councillor’** means an elected member of a *participating council*;
- **‘deputy chief representative’** means the deputy chair of the *representatives*;
- **‘director’** means a member of the *Board* and includes the *chair*;
- **‘DWM Policies and Procedures’** means the Dulverton Waste Management policies and procedures that are adopted from time to time;
- **‘environmental harm’** has the same meaning it does in section 5 of the *EMPCA*
- **‘EMPCA’** means the *Environmental Management and Pollution Control Act 1994 (Tas)* as amended from time to time;
- **‘financial ratio’** means the following equity ratio:

Owner Council	Equity Share
Devonport City Council	43.45%
Central Coast Council	36.82%
Latrobe Council	11.25%
Kentish Council	8.48%

- **‘general manager’** means a general manager of the *participating council*;
- **‘Mersey-Leven Region’** means the municipal areas of the *participating councils*;

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Terms printed in italics are defined in clause 3(1)

- ***‘participating council’*** means a council which is a member of the *Authority*;
  - ***‘rehabilitation’*** is the capping and vegetation of landfill *waste* cells as they are filled;
  - ***‘rehabilitation fund’*** means a fund for *rehabilitation*;
  - ***‘representative’*** means a person appointed by a *participating council* to represent it on the *Authority* and includes a substitute appointed under Rule 9(4);
  - ***‘representatives’*** means the *representatives* acting together at a *Representatives’ meeting*;
  - ***‘Representatives’ meeting’*** means a meeting of *representatives*;
  - ***‘Rules’*** means these rules as amended from time to time;
  - ***‘Treasurer’*** means the Treasurer for the State of Tasmania;
  - ***‘special resolution’*** means a resolution of the *representatives* complying with Rule 22;
  - ***‘Site’*** is any land owned by the *Authority* for the purpose of landfilling, composting, leasing to other entities or any other like use;
  - ***‘Statute’*** means an Act, Regulation or By-law whether made by the State of Tasmania or the Commonwealth of Australia or by any *participating council*;
  - ***‘waste’ includes any –***
    - a) discarded, rejected, unwanted, surplus or abandoned matter, whether of any value or not; or
    - b) discarded, rejected, unwanted, surplus or abandoned matter, whether of any value or not, intended –
      - i. for recycling, reprocessing, recovery, reuse or purification by a separate operation from that which produced the matter; or
      - ii. for sale.
- (2) These Rules are to be interpreted in accordance with the Acts Interpretation Act unless the contrary intention appears.



**PART 2 - FUNCTIONS AND POWERS****4. Function**

- (1) The principal function of the *Authority* is to manage *waste*.
- (2) The principal function includes:
  - (a) collecting, purchasing and otherwise acquiring *waste* (whether or not the *waste* is generated within the *Mersey-Leven Region*; and
  - (b) storing (whether temporarily or permanently), treating and disposing of *waste*; and
  - (c) reconstituting, refurbishing, recycling, cleansing, composting and otherwise treating *waste* and any product or by-product of *waste* or of any of those processes; and
  - (d) trading or dealing in any product or by-product of any of the activities referred to in any of the preceding subclauses; and
  - (e) anything which any *participating council* may do under any *Statute* with respect to any function expressly set out in these Rules; and
  - (f) anything which the *Authority* may in its own right do under any *Statute* with respect to any function expressly set out in these Rules; and
  - (g) formulating, implementing, researching and monitoring policies and programs for reducing, managing or recycling *waste*, whether for itself, its *participating councils* or any other council;
  - (h) undertaking any function, power, duty or requirement (however expressed) of any *waste* management policy or guideline (however named) issued in any way by any State or Federal body with respect to *waste* reduction, management or recycling; and
  - (i) managing and/or owning waste transfer station(s) or undertaking other waste services.
- (3) The *Authority* may formulate, implement and monitor policies and programs for the development and use of land owned by it for purposes compatible with a licensed waste disposal land-fill, including for industrial uses of a heavy industrial or regional nature (whether or not the region so considered is limited to the *Mersey-Leven Region*).

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Terms printed in italics are defined in clause 3(1)

- (4) The *Authority* may do anything reasonably incidental to the performance of its functions including, as incidental activities, undertaking projects or activities for the purpose of raising revenue even if they are not directly authorised by its other functions but remains limited by Rule 38(1).
- (5) Whether or not the *Authority* exercises a function a *participating council* may exercise that function itself or obtain the benefit of that from any other source.
- (6) If, for any reason, the functions described in any part of this Rule 4 exceed the functions that the *Authority* can legally perform, those functions are to be read down so as to be those that the *Authority* can legally perform, but no further.

## 5. Powers of the Authority

- (1) In performing its functions, the *Authority* may do anything:
  - (a) which the *Act* authorises a joint authority to do; and
  - (b) which the *Act* authorises a council to do with respect to the functions of a council, (including the making of by-laws in accordance with Part 11 of the *Act*) excepting those things which the *Act* stipulates are not provided for in the rules of a joint authority; and
  - (c) which a *participating council* is empowered to do under any *Statute* with respect to the functions in Rule 4 which a *participating council* could otherwise perform; and
  - (d) which the *Authority* is otherwise empowered to do either specifically or generally under any *Statute*.
- (2) Without the prior approval of a majority of the *participating councils* the *Authority* must not acquire any land which it did not own as at the 1<sup>st</sup> January 2005.

## 6. Core Activities

- (1) The provisions of Rules 4 and 5 are enabling provisions. Nothing in those Rules requires the *Authority* to undertake or perform any of those functions or powers.
- (2) The core activities of the *Authority* are the management of *waste*.

- (3) Until determined to the contrary under Rule 6(4) the *Board* may only perform the functions and exercise the powers of the *Authority* with respect to the core activities of the *Authority*.
- (4) The *Board* may perform such functions and exercise such powers of the *Authority* that are not core activities if:
  - (a) the *representatives* authorise that specifically or generally by special resolution; or
  - (b) the strategic plan or annual plan clearly includes it.
- (5) Any act, transaction, agreement or resolution of the *Board* or any other thing which is within the *Authority's* functions or powers under Rules 4 and 5 is not rendered invalid because it is outside the functions or powers of the *Board* specified by or in accordance with Rule 6(2) to 6(4).

**PART 3 – MEMBERSHIP AND FINANCIAL CONTRIBUTIONS****7. Members and Contributions**

- (1) The members of the *Authority* are the *participating councils*.
- (2) *Participating councils* are:
  - (a) those councils listed in Schedule 1; and
  - (b) any council which becomes a member under subrule (3);which have not withdrawn from membership.
- (3) Another council may become a member and a *participating council* if:
  - (a) it resolves to do so and to be bound by these Rules; and
  - (b) a majority of the *participating councils* approve its membership; and
  - (c) that council and a majority of *participating councils* agree the terms and conditions on which it will become a member, including:
    - (i) the number of *representatives* it may appoint under Rule 9; and
    - (ii) the *financial ratio* for that council and each of the *participating councils*.
- (4) The *participating councils* are only required to make financial contributions to the *Authority*:
  - (a) when agreed by the majority of *participating councils* and in the proportions so agreed; or
  - (b) as required under Rules 38, 54 or 55.

**8. Withdrawal**

- (1) Subject to any requirements of the *Act*, a *participating council* may only withdraw from membership of the *Authority* if it gives notice to the *CEO* of its intention to withdraw at least 3 months prior to the commencement of the financial year at the end of which it wishes to withdraw.
- (2) If a *participating council* has given notice under subrule (1), it may cancel that notice by further notice to the *CEO* at any time before its withdrawal becomes effective.



- (3) A withdrawal from membership becomes effective on the expiration of a notice given under subrule (1).
- (4) A council which has withdrawn from the *Authority*:
  - (a) remains liable to pay all amounts due by it to the *Authority*; and
  - (b) remains bound by Rules 54(5) and (6) and 55(5).
  - (c) is not entitled to any payment with respect to any interest it may have in the *Authority's* assets.
- (5) All property and assets owned or controlled by the *Authority* including those located within the municipal area of a council which has withdrawn from the *Authority* remain the property of or under control of the *Authority* unless they are purchased from or otherwise transferred by the *Authority* to that council.

## 9. Representatives

- (1) Each *participating council* is to appoint 2 persons to represent and vote on its behalf as a *participating council*.
- (2) A *representative* may resign from that office by notice given to the *general manager* of the relevant *participating council*.
- (3) A *participating council* may terminate an appointment and appoint a replacement *representative*.
- (4) The *general manager* may appoint a substitute *representative* to act in place of the *representative* whenever that *representative* is unable to act as a *representative*.
- (5) An appointment, resignation, substitution or replacement of a *representative* is not effective until the *CEO* is notified in writing.
- (6) Only a *representative* appointed under this Rule is authorised to represent a *participating council* and vote at a *Representatives' meeting*.
- (7) The commissioner under section 230 or 231 of the *Act* of a *participating council* may:
  - (a) personally fulfil the role and exercise the powers and functions of the *representatives* of that council and for that purpose is to be counted as 2 *representatives* in the quorum and voting; or

- (b) appoint 2 persons as *representatives*, one of whom may be the administrator.

#### **PART 4 - MEETINGS AND POWERS OF REPRESENTATIVES**

##### **10. Convening of Representatives' Meetings**

- (1) The *Authority* may hold such *Representatives' meetings* as are desirable to carry out its functions.
- (2) The *CEO* is to convene a *Representatives' meeting* at the request of the *chief representative*, the *Board* or 2 or more *representatives*.

##### **11. Notice of Representatives' Meeting**

- (1) The *CEO* is to give to the:
  - (a) *representatives*;
  - (b) *general managers*; and
  - (c) *directors*;at least:
  - (d) 14 days' notice in writing of the *AGM* or of a *Representatives' meeting* which includes a matter which requires a *special resolution*; and
  - (e) at least 4 days' notice in writing of any other *Representatives' meeting*.
- (2) The notice is to specify the place, the day, and the hour of the meeting and the general nature of the business to be transacted at the meeting.
- (3) Even if no notice is given under subrule (1)(b) and (c) the *representatives* may by resolution passed or signed by all of them waive the requirement for notice of a *Representatives' meeting* other than an *AGM*.

##### **12. AGM**

- (1) An *AGM* must be held in every year before the end of November.
- (2) The *AGM* is to:
  - (a) receive and consider the accounts and reports of the *Board*; and

- (b) Bi-annually elect the *chief representative* and deputy *chief representative* which representatives shall hold such position as determined in accordance with Rules 18(4) and 18(5).
- (3) The *AGM* may transact any other business specified in the notice of the meeting.
- (4) *Councillors* and the employees of a *participating council* and *directors* and employees of the *Authority* may attend any *AGM* but are not entitled to vote.
- (5) The *chief representative* is to provide a “question time” during which persons entitled to be present may ask questions of the *representatives*, the *Board* or the *CEO*.

### 13. Representatives’ Powers and Duties

The *representatives* have powers and duties:

- (a) with respect to the matters which require a *special resolution*; and
- (b) to review the performance of the *Board* and the individual *directors* at least once in each 2 years and not less than 3 months prior to commencing any *director* recruitment process; and
- (c) in accordance with Part 6 of these Rules with respect to:
  - (i) the appointment of *directors*; and
  - (ii) the setting of terms of office of *directors*; and
  - (iii) the setting of remuneration of *directors*; and
  - (iv) the suspension and dismissal of *directors*; and
- (d) to approve the *Authority’s* strategic plan, annual plan and budget under Schedule 2; and
- (e) to appoint the auditor in accordance with Rule 43 and with respect to all matters reasonably incidental to that appointment; and
- (f) to set their requirements for reporting to them by the *Board*; and
- (g) The *representatives* may consider the admission of other Councils as members of the *Authority* and hold discussions with such other Councils concerning

such membership and make a recommendation to the *participating councils* as to another Council or Councils becoming a member of the *Authority*.

**14. Policies and Guidelines**

- (1) The *representatives* may by special resolution establish any policy for any process or other matter with respect to their exercise of any of their powers and duties listed in Rule 13.
- (2) In establishing any policy the *representatives* must obtain the advice of the *CEO* and, where the *CEO* certifies that it is required, the advice of an appropriately qualified person who is not an employee of the *Authority*.
- (3) The *representatives* may revoke or amend any policy in the same manner and required by subrules (1) and (2).
- (4) The *representatives* may establish, revoke or amend any guidelines for any process or other matter to be considered by them.
- (5) In establishing any guideline the *representatives* may obtain the advice of the *CEO* or any other appropriately qualified person.
- (6) The *representatives* are to comply with any policy or guideline but their failure to do so will not invalidate any decision.



## **PART 5 - PROCEEDINGS OF REPRESENTATIVES' MEETINGS**

### **15. Attendance at Representatives' Meetings**

- (1) The *representatives* may require any of the *directors* and the *chief executive officer* to attend any *Representatives' meeting* and provide information.
- (2) A *Representatives' meeting* is not open to the public.
- (3) The *chief representative* may invite any other person to attend a *Representatives' meeting*.
- (4) Any person who attends a *Representatives' meeting* who is not:
  - (a) a *representative*; or
  - (b) a *director* or the *CEO* required to attend under subrule (1);may not speak unless authorised by the *chief representative* to do so.
- (5) The *chief representative* may direct any person attending a *Representatives' meeting* who is not a *representative* to leave the meeting or any part of the meeting.
- (6) A *representative* may participate in a *Representatives' meeting* by telephone, television or video conference or any other means of communication approved by the *representatives*.
- (7) A *representative* who participates in a way referred to in subrule (6) is taken to be present at the meeting for all purposes, including the quorum.

### **16. Quorum of Representatives**

- (1) The quorum at a *Representatives' meeting* is:
  - (a) a majority of the *representatives* who may be appointed under Rule 9(1); and
  - (b) a majority of *participating councils* represented by at least one *representative* on their behalf.
- (2) A *Representatives' meeting* may only transact business if a quorum is present while that business is being considered.

**17. Quorum Not Present**

- (1) If a *Representatives' meeting* lacks a quorum, either at the beginning or during a meeting, the *chief representative* must adjourn the meeting.
- (2) The *chief representative* may:
  - (a) resume the meeting that day when a quorum is present; or
  - (b) adjourn the meeting until a date, time and place acceptable to a majority of the *representatives* present.
- (3) Only business left unfinished at the adjourned meeting may be transacted at the rescheduled meeting.
- (4) If at the rescheduled meeting, a quorum is not present within 30 minutes after the time specified for holding the meeting, the meeting is to be abandoned.

**18. Chair of Representatives' Meeting**

- (1) The *chief representative* is entitled to chair every *Representatives' meeting*.
- (2) The deputy *chief representative* may chair any *Representatives' meeting* or part of it if:
  - (a) the *chief representative* is not present at the specified time for holding the meeting; or
  - (b) the *chief representative* is present but is unwilling to chair the meeting or part of the meeting.
- (3) If both the *chief representative* and deputy *chief representative* are absent or unwilling to chair a *Representatives' meeting* or part of a meeting, the *representatives* are to choose a *representative* to chair the *Representatives' meeting* or that part of it.
- (4) The *chief representative* and deputy *chief representative* hold office until the end of the second annual *AGM* after their appointment unless the *representatives* by *special resolution* terminate either or both appointments.
- (5) Despite Rule 18(4), the *representatives* may by *special resolution* dismiss a *chief representative* or deputy *chief representative* from office if the *representatives* consider it in the best interests of the *Authority* or the *participating councils* to do so.

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Terms printed in italics are defined in clause 3(1)

**19. Voting at Representatives' Meetings**

- (1) Each *representative* is entitled to one vote at a *Representatives' meeting*.
- (2) The *chief representative* has a deliberative vote only.
- (3) Unless otherwise specified in these Rules, a question arising at a *Representatives' meeting* is determined by a majority of the *representatives* present whether or not they vote.
- (4) If a vote is tied, the resolution is lost.
- (5) A vote is to be taken in the manner the *chief representative* directs.

**20. Declaration of Vote at Representatives' Meetings**

Unless a division is demanded the *chief representative* may declare that a resolution of *representatives* has been passed or lost.

**21. Resolution in Writing**

- (1) A resolution in writing signed by all *representatives* is as valid as if it had been passed at a *Representatives' meeting* duly called and constituted.
- (2) The resolution may consist of several documents in the same form, each signed by one or more *representatives* or bearing a copy of those signatures transmitted in accordance with Rule 51(2).

**22. Special Resolution of Representatives**

- (1) A *special resolution* is passed if:
  - (a) notice of the matter has been given in accordance with Rule 11; and
  - (b) it is passed by a majority of the *representatives* (whether or not they are all present and vote) which majority of *representatives* between them represent a majority of the *participating councils* and at least one representative from each Council represented at the *Representatives' meeting* (whether or not all the *participating councils* are represented at that *Representatives' meeting* by a *representative* who is present).
- (2) A *special resolution* is required for the:
  - (a) appointment of the *chair* and other *directors* (Rule 24(2)); or

- (b) termination, suspension or other changes to the terms of appointment of a *director* prior to the end of their term of appointment (Rules 26 & 27); or
- (c) approval of the *Authority's* strategic plan, annual plan or budget when there is a dispute with the *Board* (Schedule 2 Clause 2.4); or
- (d) appointment of a person to wind up the *Authority* (Rule 54); or
- (e) termination of office of *chief representative* or deputy *chief representative* (Rule 18(4)); or
- (f) deletion or variation of the requirements of the annual report (Rule 44(3)); or
- (g) any other Rule which requires a *special resolution*.

**23. Validity of Proceedings of Representatives' Meetings**

An act or proceeding of the *representatives* or of any person acting under their direction is:

- (a) not invalid only by reason that at the time when the act or proceeding was done, taken or commenced, there was a vacancy in a position as a *representative*; and
- (b) valid, even if the appointment of a *representative* was defective.



## PART 6 - THE BOARD

### 24. Appointment of Directors

- (1) The *Board* consists of at least 3 and no more than 7 *directors*, one of whom is the *chair*.
- (2) The *representatives* are by *special resolution* to appoint the *chair* and other *directors* of the *Board*.
- (3) When appointing the *chair* and other *directors*, the *representatives* are to:
  - (a) take into account the functions and powers of the *Board* and appoint persons who collectively have the skills and experience to carry out those functions and powers; and
  - (b) specify in the terms of each appointment a term of office no longer than five years, which term may be different for any *director*; and
  - (c) consider the desirability of establishing arrangements for the retirement of no more than half the *Board* at a time so as to preserve continuity of corporate knowledge and skills at *Board* level; and
  - (d) specify the continuing eligibility (if any) on which the *directors*' term of office is a condition so that the *directors*' term of office will automatically cease if the director ceases to comply with that continuing eligibility; and
  - (e) determine the size of the *Board* within the limits required by subrule (1); and
  - (f) take into account the likely conflict or perceived conflict of interests arising from employment or association with other organisations; and
  - (g) consult with the *Board chair* and *CEO* regarding skills/diversity required in the recruitment process and refer to relevant Authority policies, including the Equal Opportunity and Discrimination Policy and the, Harassment and Bullying Policy.
- (4) A *director* whose term has just expired is eligible for appointment for another term.

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Terms printed in italics are defined in clause 3(1)

## **25. Eligibility for Appointment as Director**

- (1) A person must not be both a *representative* and a *director*. If a *representative* is appointed as a *director* that *representative* must resign their appointment as a *representative* before accepting appointment as a *director*.
- (2) The *representatives* are not to appoint to the *Board* a person who:
  - (a) is a *councillor* or employee of a *participating council*; or
  - (b) under the *Corporations Law* of any State is not entitled to manage a corporation or has been disqualified by Court order from managing a corporation; or
  - (c) is suspending payment generally to creditors or compounding with or assigning his or her estate for the benefit of the creditors; or
  - (d) is of unsound mind or is a patient under a law relating to mental health or whose estate is administered under laws relating to mental health; or
  - (e) has been dismissed from office under Rule 27.

## **26. Suspension of Directors**

- (1) Subject to Rule 27A, the *representatives* may by *special resolution* suspend a *director* from office for a period of no more than 3 months.
- (2) If the *representatives* suspend the *chair*, they may suspend him or her from that office only, or as a *director* as well.

## **27. Dismissal of Directors**

- (1)
  - (a) Subject to Rule 27A, the *representatives* may by *special resolution* dismiss a *director* from office if the *representatives* consider it in the best interests of the *Authority* or the *participating councils* to do so.
  - (b) If the *representatives* dismiss the *chair*, they may dismiss him or her from that office only, or as a *director* as well.
  - (c) The *representatives* may dismiss a *director* from office at any time without prior notice if the *director* is guilty of grave misconduct or wilful neglect in the discharge of his or her duties, becomes bankrupt,

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Terms printed in italics are defined in clause 3(1)

loses legal capacity or makes any arrangement or composition with his or her creditors.

- (d) In circumstances other than those set out in clause 27(1)(c) any *director* that is dismissed shall be given 6 months' notice but the *representatives* may decide to pay the *director* the equivalent of the notice period and not require that he or she serve the notice period.

#### **27A. Process for Discipline of Director**

- (1) The *representatives* may not make a resolution under Rule 26(1) or 27(1) unless they have first complied with Rules 27A(2) and 27A(3).
- (2) Where the *representatives* consider that there is prima facie evidence of conduct by a director that requires the action considered in Rule 26(1) or Rule 27(1), the *representatives* shall, as soon as practicable, cause a notice to be given to the *director*:
- (a) setting out the substance of that evidence and breach constituted by it;
  - (b) stating that the *director* may address the representatives with reference to the notice and its contents at a meeting;
  - (c) stating the date, place and time of that meeting being not earlier than two (2) days and not later than seven (7) days after the giving of the notice; and
  - (d) informing the *director* that the director may do either of the following:
    - (i) attend and speak at that meeting;
    - (ii) submit to the representatives at or prior to the date of the meeting written representations relating to the resolution.
- (5) Where the *representatives* make a resolution under Rule 26(1) or Rule 27(1) the *representatives* shall, within seven (7) days thereof, by written notice, inform that *director* of that resolution and of the *director's* right of appeal under Rule 27A(7).
- (6) A resolution by the *representatives* under Rule 26(1) or Rule 27(1) does not take effect:

- (i) until the expiration of the period in which the *director* is entitled to appeal against the resolution where the *director* does not exercise the right of appeal within that period; or
  - (ii) where within that period the *director* exercises the right of appeal, unless and until the *representatives* confirms the resolution in accordance with Rule 27A(11).
- (7) A director may appeal to the representatives against a resolution under Rule 26(1) or Rule 27(1) within seven (7) days after the notice of the resolution is given to the director by lodging with the chief representative a notice to that effect.
- (8) The available grounds of appeal are:
  - (i) where a decision is wrong having regard to the application of the relevant rule, regulation, policy or laws or where new evidence becomes available; or
  - (ii) where natural justice has been denied.
- (9) On receipt of the notice under rule 27A(7) the chief representative shall convene a representatives' meeting to be held within 21 days after the date on which the chief representative received the notice or as soon as possible after that date.
- (10) At the representatives meeting held in accordance with rule 27A(9):
  - (i) no business other than the question of the appeal shall be transacted;
  - (ii) the representatives and the director shall have the opportunity to make representations in relation to the appeal orally or in writing, or both; and
  - (iii) after receiving the representations made under Rule 27A(10)(ii), the representatives shall vote on the question that the resolution made under Rule 26(1) or Rule 27(1) be confirmed.
- (11) The resolution made under Rule 26(1) or Rule 27(1) is revoked unless confirmed by Rule 27A(10)(iii).
- (12) Where there is any inconsistency or conflict between this Rule 27A and the *Act*, the *Act* prevails to the extent of the inconsistency or conflict.



**28. Vacation of Office of Director**

The office of a *director* becomes vacant:

- (a) if the *director* has been absent from 3 consecutive *Board* meetings without leave of absence granted by the *Board* and the *representatives* by ordinary resolution declare that *director's* office vacant; or
- (b) if the *director* is no longer eligible under Rule 25 to be appointed to the *Board* or ceases to be eligible under Rule 24(3)(d); or
- (c) on the written resignation of the *director* being received by the *CEO*; or
- (d) if the *director* is dismissed under Rule 27; or
- (e) on the *director's* death.

**29. Remuneration of Directors**

- (1) The *directors* are to be paid the remuneration the *representatives* determine in accordance with the voting procedure at Rule 19.
- (2) That remuneration may be different for different *directors* and may include incentives based on performance.

**30. Travel and Other Expenses of Directors**

A *director* is to be paid all reasonable travel, accommodation and other expenses incurred by the *director* while engaged on the business of the *Authority* in accordance with its normal procedures and policies.

**31. Functions and Powers of the Board**

Subject to Rule 6(1) the *Board* may perform all the functions and exercise all of the powers of the *Authority* except those functions and powers which these Rules expressly require to be performed by the *representatives* or the *participating councils* only.

**32. The Duties of the Board and Directors**

- (1) The *Board* is to direct the affairs of the *Authority* in a manner consistent with:
  - (a) the *Authority's* strategic plan, annual plan and budget; and

- (b) the requirements of the corporatisation model for government business enterprises referred to in the Competition Principles Agreement made between the Commonwealth, the States and the Territories as amended from time to time.
- (2) Except as otherwise provided in these Rules or the *Act*, in the exercise of their functions and powers:
  - (a) each *director* has the same duties and is to exercise the same degree of care, diligence and good faith as a director of a corporation subject to the *Corporations Law*; and
  - (b) the *director* must not do anything which the *Corporations Law* provides that a director of a corporation subject to that law must not do.
- (3) *Directors* may rely on information and advice in the same manner as a director of a corporation subject to the *Corporations Law*.

### 33. Notifying Representatives of Adverse Developments

The *Board* is to promptly notify the *representatives* of anything which may:

- (a) prevent or significantly adversely affect the achievement of any objective (however called) set out in the strategic plan or annual plan; or
- (b) significantly adversely affect the financial viability or operating ability of the *Authority* and which is not referred to or allowed for in the strategic plan, annual plan or budget.

### 34. Board Proceedings

Schedule 3 applies to meetings of the *Board*.

### 35. Board Committees

- (1) The *Board* may establish committees as it considers appropriate and delegate to those committees the functions and powers the *Board* considers appropriate.
- (2) A committee may be comprised entirely of persons who are not *directors*.

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- (3) If the *Board* does not direct the manner in which a committee conducts its business, the committee may determine that method.
- (4) The *Board* may discontinue any established committee as it considers appropriate.

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Terms printed in italics are defined in clause 3(1)

## **PART 7 - CEO AND EMPLOYEES**

### **36. CEO**

- (1) The *Board* is to appoint a *CEO* to be responsible for the administration and operation of the *Authority*.
- (2) The *Board* may delegate any of the *Board's* functions and powers to the *CEO*.
- (3) The *Board* may require the *CEO* to:
  - (a) attend meetings of the *Board*; or
  - (b) leave any part of a *Board* meeting.

### **37. Delegations of Power by the CEO**

Subject to any direction to the contrary by the *Board*, the *CEO* may delegate any of the *CEO's* functions and powers to any person appointed by the *CEO* to assist the *Board* in performing its functions and exercising its powers in accordance with its normal procedures and policies.



**PART 8 – FINANCE, ACCOUNTS AND AUDIT****38. Financing of Authority's Activities**

- (1) The expenses incurred by the *Authority* are to be met or defrayed out of the *Authority's* funds raised as follows:
  - (a) fees charged by the *Authority* for any service or facility provided by the *Authority*, including those fees charged to the *participating councils*; and
  - (b) revenue of any other nature received by the *Authority*; and
  - (c) loans made by the *participating councils* to the *Authority* with the prior written consent of all the *participating councils* which loans must be contributed by the *participating councils* in proportion to the *financial ratios*; and
  - (d) the financial contributions as the *participating councils* from time to time unanimously agree to contribute in proportion to the *financial ratios*;
  - (e) loans taken by the *Authority* from any financial institution with the authorisation of the *representatives*; and
  - (f) any other method of raising funds that is permitted to councils under section 73(b) to (i) of the *Act*.
- (2) The *Authority* shall not require any *participating council* to return to the *Authority*:
  - (a) any dividend paid by the *Authority* to the *participating council*; and
  - (b) the net amount of any income tax equivalent or guarantee fee paid to the *participating council* by the *Treasurer* or comptroller in accordance with section 39C of the *Act*.
- (3) The Board is to make full provision for *aftercare management*. To do so:
  - (a) Each year the *Board* must determine an amount that it reasonably believes is necessary in accordance with the *aftercare funding plan*;
  - (b) The amount determined in Rule 38(3)(a) is to be paid into the *aftercare fund*;

- (c) The *Board* is to determine the closure date at least ten (10) years prior to the landfill *Site* ceasing to be an active landfill and upon doing so, develop a closure plan to the satisfaction of the *representatives* for the discharge of funds from the *aftercare fund*;
- (d) The *Authority* may borrow against the *aftercare fund* at the then Tascorp borrowing rate for capital projects provided that:
  - (i) The *Authority* is solvent;
  - (ii) The total funds being loaned from the accumulated *aftercare fund* are approved by the *representatives*; and
  - (iii) All borrowings, including all accumulated interest, are repaid not later than two (2) years before the planned *closure date*.
- (e) The *Authority* may lend to any *participating council* funds from the *aftercare fund* provided that:
  - A. The *participating council* is solvent;
  - B. The total funds being loaned from the accumulated *aftercare fund* are approved by the *representatives*; and
  - C. All loaned funds, including interest, are to be repaid not later than two (2) years before the planned closure date.
- (4) If the *Board* determines that the *Authority's* budget will not otherwise be sufficient to ensure proper and sufficient reserves as required by subclause (3), it is to give written notice to all *participating councils* requiring them to pay to the *Authority* the amount so required in proportion to their *financial ratio*.
- (5) The *participating councils* must promptly pay to the *Authority* any amount required under subclause (4).
- (6) The *Authority* is to place all amounts it receives for the *aftercare fund* into the *aftercare fund* in accordance with the *aftercare management plan*.
- (7) The *Board* is to make full provision for *rehabilitation*. To do so:
  - (a) Each year the *Board* must determine an amount that it reasonably believes is necessary for *rehabilitation*;

- (b) The amount determined in Rule 38(7)(a) is to be paid into the *rehabilitation fund*.

### **39. Investments**

The *Authority* may only invest money in a manner in which a trustee is authorised by law to invest trust funds.

### **40. Borrowing**

- (1) The *Board*, for the purpose of raising a loan or obtaining any form of financial accommodation, may decide to provide any of the following forms of security:
  - (a) debentures;
  - (b) bills of sale, mortgages or other charges;
  - (c) inscribed stock;
  - (d) guarantees;
  - (e) any other document evidencing indebtedness other than bearer instruments.
- (2) The *Authority* may not raise a loan in any financial year exceeding any amount the *Treasurer* determines for that financial year.
- (3) In this Rule, 'loan' includes any financing arrangement as determined by the *Treasurer*.

### **41. Accounting Records**

The *Authority* is to keep accounting records that correctly record and explain its transactions and financial position and keep those records in a manner that:

- (a) allows true and fair accounts of the *Authority* to be prepared from time to time; and
- (b) allows the accounts of the *Authority* to be conveniently and properly audited or reviewed; and
- (c) complies with generally accepted Australian accounting practices.

**42. Financial Statements**

Within the time prescribed by the Tasmanian Audit Office, the *Board* is to prepare the financial statements of the *Authority* relating to that financial year including:

- (a) a statement of financial performance for the financial year; and
- (b) a statement of financial position as at the end of the financial year; and
- (c) a statement of cash flows for the financial year; and
- (d) statements, reports and notes attached to or intended to be read with the financial statements.

**43. Audit**

- (1) The accounts and financial reports of the *Authority* are subject to the Financial Management and Audit Act 1990.
- (2) The accounts and financial reports of the *Authority* may be audited by private auditors with the approval of, and subject to any terms and conditions determined by, the Auditor-General.
- (3) The *representatives* are to appoint and review the appointment of the *auditor*.
- (4) The auditor is to report to the *representatives* and the *Board*.

**44. Annual Report**

- (1) Before the end of November in each year the *Board* is to prepare an annual report for the last financial year.
- (2) The annual report is to include the following information and documents:
  - (a) the current statement of the contents of the strategic plan referred to in Schedule 2 clause 2.1(4) and the achieved outcomes; and
  - (b) the financial statements of the *Authority* for the financial year to which the annual report relates; and
  - (c) a copy of the opinion of the auditor in respect of the financial statements; and
  - (d) reports of the *chief representative* and the *chair*; and
  - (e) performance targets achieved; and



- (f) any other matter required by the *Act*; and
- (g) any other matter as directed by the *representatives*.
- (3) The *representatives* may by *special resolution* delete all or any part of the requirements of subrule (2)(a) and (e), unless that is contrary to the *Act*.
- (4) The Annual Report must be submitted to the participating councils in accordance with Section 36A of the Local Government Act. The Participating Councils may determine that the Annual Report be considered in a closed section of a council meeting in accordance with Regulation 15(2) of the Local Government (Meeting Procedures) Regulations 2015 (Tas) as amended from time to time.

#### **45. Quarterly Report**

- (1) The *Authority* must submit to the *participating councils* a report as soon as practicable after the end of March, June, September and December in each year.
- (2) The quarterly report of the *Authority* is to include:
  - (a) a statement of its general performance; and
  - (b) a statement of its financial performance.

## **PART 9 - DIVIDENDS AND OTHER PAYMENTS**

### **46. Comptroller**

If the *Authority* is required to pay guarantee fees under section 39D of the *Act*, then under section 39E of the *Act* the *participating councils* must appoint a comptroller for the purposes of that section.

### **47. Dividends**

- (1) The *Board* may declare a dividend in each financial year with respect to the results of the financial transactions of the *Authority* during the prior financial year.
- (2) Dividends may only be paid out of the profits after providing for the reserves required by Rule 38(3), depreciation and after payment of financial guarantees and tax equivalents.
- (3) The *participating councils* are to share in the distribution of declared dividends in proportion to their *financial ratios*.

### **48. Distribution of Other Payments**

To the extent that these Rules can so provide, the *Treasurer* and a comptroller are to distribute payments made to the Treasury and comptroller under Part 3A of the *Act* in proportion to the *financial ratio* of each *participating council*.

**PART 10 - MISCELLANEOUS****49. Participating Councils' Domestic Waste Collection**

Each of the *participating councils* is to use its reasonable endeavours to conduct, or cause to be conducted, the collection of domestic waste from its municipal area in a manner that renders the operation of the *Authority's* licensed *waste* disposal landfill as cost effective as practicable.

**50. Indemnity for Representatives, Directors and Employees**

- (1) The *Authority* must indemnify a person who is, or has been, a *representative, director* or an employee against any liability incurred to a person other than the *Authority* by that person in his or her capacity as a *representative, director* or an employee.
- (2) Subrule (1) does not apply if the liability arises out of conduct on the part of the *representative, director* or employee which involves a lack of good faith or wilful breach of duty in relation to the *Authority*.
- (3) The *Authority* must pay a premium on a contract insuring a person to whom subrule (1) applies against any liability to which subrule (1) applies.

**51. Minutes and Confidentiality**

- (1) The *Board* and the *representatives* are to ensure that minutes of their respective meetings and of any committees are duly recorded in any manner they respectively think fit.
- (2) The minutes are to include the names of the:
  - (a) *representatives* present at *Representatives' meetings*; and
  - (b) *directors* present at each *Board* meeting; and
  - (c) persons present at any committee meeting.
- (3) The minutes are to include a record of the resolutions and proceedings of:
  - (a) *Representatives' meetings*; and
  - (b) meetings of the *Board*; and
  - (c) meetings of any committee.

- (4) The minutes of any meeting, if purported to be signed (in writing or by email or otherwise allows by law) by the *chair* of the meeting or by the *chair* of the next succeeding meeting of the *representatives*, the *Board* or the committee (as the case may be), are evidence of the matters stated in the minutes.
- (5) The *CEO* is to ensure that within 14 days of each meeting copies of the minutes of the meeting (even if they are not yet confirmed) are forwarded as follows:
  - (a) of *Board* meetings to each:
    - (i) *director*; and
    - (ii) *representative*.
  - (b) of *Representatives' meetings* to each:
    - (i) *representative*; and
    - (ii) *director*; and
    - (iii) *general manager*.
  - (c) of committee meetings, to each:
    - (i) *director*; and
    - (ii) member of that committee.
- (6) *Representatives, directors, CEO, general managers and councillors* are to ensure that the minutes (whether confirmed or unconfirmed) of all *Board* and committee meetings are kept confidential unless the *chair* gives written approval to the contrary.
- (7)
  - (a) Minutes of *Representatives' meetings* are confidential unless the *representatives* determine to the contrary, either generally or specifically with respect to all or any part of those minutes.
  - (b) If any part of the minutes of a *Representatives' meeting* are specified to be confidential, the *general managers* may only publish those confidential sections of the minutes in the confidential papers of the council.



- (c) Except as provided in subrule (b), all persons who receive confidential minutes of any part of a *Representatives' meeting* are to keep those minutes confidential.
- (d) *Representatives* are to keep confidential all information given, and discussions made during, that part of a *Representatives' meeting* for which the minutes are specified to be confidential.

## 52. Notices

- (1) A notice required to be given to a *participating council* is to be given to both its *general manager* and its *representatives*.
- (2) A document is effectively given to an individual under these Rules if it is:
  - (a) given to the person; or
  - (b) left at, or sent by post to, the person's postal or residential address or place of business or employment last known to the giver of the document; or
  - (c) sent by way of electronic mail or facsimile transmission to the person's electronic mail address or facsimile number last known to the giver of the document.
- (3) A document is effectively given to a *participating council* under these Rules if it is marked to the attention of its *general manager* and:
  - (a) left at, or sent by post to, its principal office; or
  - (b) sent by way of electronic mail or facsimile transmission to its electronic mail address or facsimile number of its principal office.

## 53. Common Seal and Execution of Documents

- (1) The common seal of the *Authority* is to be kept and used as authorised by the *Board*.
- (2) The common seal must be affixed to documents requiring execution under seal.
- (3) The seal must not be affixed to a document except to give effect to a resolution of the Board.
- (4) The common seal to any document is to be attested by:

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Terms printed in italics are defined in clause 3(1)

- (a) the *chair* and the *CEO*; or
  - (b) any two *directors*.
- (5) The *Board* may determine the method of the signing or execution of any document on behalf of the *Authority* which does not require the affixing of the common seal.

#### 54. Amendment of Rules

These Rules may only be amended in accordance with the *Act*.

#### 55. Insolvency

- (1) If the *Board* considers it is likely that the *Authority* will be unable to meet its financial obligations as and when they fall due, it may levy the *participating councils* for contributions to meet those obligations.
- (2) The contributions payable are to be calculated according to the *financial ratios*.
- (3) The *participating councils* must pay the amount so levied within 60 days of receiving written notice from the *Board* of that levy, whether or not they have given notice of withdrawal under Rule 8(1) before or after the *Board* makes the levy.
- (4) Any such levies are to be repaid to the *participating councils* from subsequent surpluses prior to any dividends being declared.
- (5) If:
  - (a) the *Board* resolves to make a levy under subrule (1); and
  - (b) a council has withdrawn from the *Authority* under Rule 8(1) within 2 years prior to the *Board* making that resolution; and
  - (c) in the *representatives'* opinion at least a major cause of the *Authority's* inability to meet its financial obligations occurred while that council was a member of the *Authority*;
 then the *Board* may levy that council as if it were a *participating council* and subrule (3) binds that council.
- (6) If the *Board* makes a levy under subrule (5), the proportions under subrule (2) are to be calculated as if the council that has withdrawn is a *participating*

*council* and in accordance with the *financial ratios* that applied immediately before it withdrew from the *Authority*.

#### **56. Winding Up**

- (1) The *Authority* may only be wound up under section 37 of the *Act*.
- (2) On the winding up of the *Authority* its net assets are to be distributed between the *participating councils* in proportion to their *financial ratio*.
- (3) The *participating councils* may unanimously approve a different formula for distribution for the purposes of subrule (2).
- (4) If on its winding up the *Authority* is insolvent then the *participating councils* are responsible for the net liabilities of the *Authority* in proportion to their *financial ratios*.
- (5) If subrule (4) applies and any former *participating council* withdrew within 2 years before the decision was made to wind up or at any time after the decision to wind up, then the *participating councils* including that former *participating council* are responsible for the net liabilities of the *Authority* in proportion to the *financial ratios* that applied immediately before the withdrawal of that former *participating council*.

#### **57. Dispute Resolution**

- (1) The provisions of Schedule 4 apply to any dispute as to any issue the subject of these Rules or arising from their interpretation between:
  - (a) any or all of the *participating councils*; and
  - (b) any or all of the *participating councils* and the *representatives* or the *Board*; and
  - (c) the *representatives* and the *Board* (other than one to which Schedule 2 clause 2.4 applies; and
  - (d) any council that has withdrawn and the *Authority*, the *Board* or the *representatives*.
- (2) Schedule 4 does not apply to any dispute with a *participating council* where that dispute relates to that council as a customer of the *Authority*.

## **SCHEDULE 1**

### **PARTICIPATING COUNCILS**

Central Coast Council

Devonport City Council

Kentish Council

Latrobe Council

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Terms printed in italics are defined in clause 3(1)



## SCHEDULE 2

### STRATEGIC & ANNUAL PLANS & BUDGETS

#### 2.1 The Strategic Plan

- (1) The *Board* is to ensure that the *Authority* has a strategic plan for 3 to 5 years the contents of which and the approval of which complies with the provisions of this Schedule.
- (2) The strategic plan is to contain such information as the *Act* requires for the strategic plans of councils as is relevant to the *Authority's* functions.
- (3) Subject to subrule (2) the content of the strategic plan is to be consistent with the requirements of the corporatisation model for government business enterprises referred to in the Competition Principles Agreement made between the Commonwealth, the States and the Territories as amended from time to time.
- (4) The strategic plan is to specify the broad policy expectations of the *participating councils* for the *Authority* and the means by which the performance of the business activities of the *Authority* are to be measured.
- (5) The strategic plan is to cover such matters as the representatives determine.
- (6) Until the *representatives* determine by *special resolution* to the contrary the strategic plan is to cover the following:
  - a) the objectives of the *Authority's* activities; and
  - b) the identification of and objectives of any community service activities of the *Authority*; and
  - c) broad policy statements such as:
    - (i) compliance with environmentally sound and sustainable principles; and
    - (i) regard to the obligations of the *Authority* and the *participating councils* in relation to the Competition Principles Agreement as amended from time to time and their impact on future policies, procedures and practices concerning the *waste management industry*; and

- d) key strategic business documents including the 20 Year Financial Plan and the Aftercare/Rehabilitation Plans.
- (7) Either the *representatives* or the *Board* may propose to the other an amendment or replacement of the strategic plan for adoption in accordance with clause 2.3 of this Schedule.
- (8) At least once in each year the *representatives* and the *Board* are to review the strategic plan.

## 2.2 The Annual Plan and Budget

- (1) In each financial year the *Board* is to prepare and submit to the *representatives* a draft annual plan for the *Authority* for the next financial year and the following four years.
- (2) The annual plan is to:
  - (a) be consistent with the strategic plan; and
  - (b) cover such matters as s72(2) of the *Act* requires for the operational plans of councils as are relevant to the *Authority's* functions; and
  - (c) include such other matters as the *Board* or the *representatives* determine;
  - e) cover key financial parameters and performance indicators; and
  - f) cover financial and service performance targets
  - g) cover the *participating councils* dividend expectations.
- (3) The *Board* and the *representatives* are to use their best endeavours to approve the annual plan for a financial year in sufficient time to enable the *CEO* to prepare the annual budget with respect to that annual plan by the time required by clause 2.3(6).
- (4) In each financial year the the *CEO* is to prepare a budget for the *Authority's* revenue and expenditure for each financial year.
- (5) The *annual* budget is to include:
  - (a) matters similar to those required of councils by section 82(2) of the *Act*; and

- (b) any other matters required by the *Board* or the *representatives*.
- (6) The budget is to be consistent with the annual plan for that financial year.
- (7) The *Authority* is not bound by any of the other provisions of section 82 of the *Act*.
- (8) Once the *Board* has approved the annual budget for a financial year it must submit that budget to the *representatives* for adoption.
- (9) Unless the *representatives* determine by *special resolution* to the contrary, the timetable for adoption of the annual budget is:
  - (a) approval by the *Board* of the draft budget prepared by the *CEO* by the end of April preceding the financial year of the budget; and
  - (b) adoption by the *representatives* of the budget approved by the *Board* by the end of June preceding the financial year of the budget.

### **2.3 Adoption of Strategic Plan, Annual Plan and Budget**

- (1) The *Authority*'s strategic plan or any amendment to it or replacement of it is adopted:
  - (a) when the *representatives* resolve to adopt a draft submitted to them by the *Board*; or
  - (b) when the *Board* resolves to adopt a draft submitted to it by the *representatives*; or
  - (c) in accordance with subclauses (8) or (10).
- (2) The *Authority*'s annual plan and budget for a particular period is adopted:
  - (a) when the *representatives* resolve to adopt the draft of the relevant document submitted to them by the *Board*; or
  - (b) in accordance with subclauses (8) or (10).
- (3) If the *representatives* and the *Board* have not been able to agree on the Annual Plan and Budget within 60 days of:
  - (a) either of the *representatives* or the *Board* submitting the draft strategic plan to the other of them for approval; or

- (b) the *Board* submitting a draft annual plan or budget to the *representatives* for approval;

then the *chief representative* is to call a joint meeting of the *representatives* and the *Board* to resolve the issue.
- (4) The *chief representative* may call a joint meeting earlier than the time period referred to in subclause (3) if the *chief representative* and the *chair* agree to do so.
- (5) The *chief representative* is to:
  - (a) call the joint meeting in the same manner as a *representatives' meeting*; and
  - (b) chair the joint meeting as if it were a *representatives' meeting*; and
  - (c) during that meeting give the *directors* the same rights to speak and vote as the *representatives* have.
- (6) If it appears to the *chief representative* that the *representatives* and the *Board* have reached agreement during the joint meeting, the *chief representative* may adjourn the joint meeting to enable separate meetings of the *representatives* and the *Board*.
- (7) The separate meetings of the *representatives* and the *Board* require no notice if they are held at the same place as the joint meeting and promptly after its adjournment.
- (8) When considering the provisions of the document in which they are not in agreement:
  - (a) the *Board* is to take into account that the *representatives* represent the owners of the *Authority*; and
  - (b) the *representatives* are to take into account that the *Board* is charged with the conduct of the affairs of the *Authority*.
- (9) If within 30 days after the joint meeting the *Board* and the *representatives* are still unable to agree on the document, the *representatives* may by *special resolution* adopt the document.



- (10) A *special resolution* under subclause (9) may only be moved at a *representatives' meeting* the notice for which was issued after the period of 30 days.
- (11) The *representatives* and the *Board* may agree any other process for resolving a dispute between them as to the approval of a strategic plan, annual plan or budget.
- (12) The provisions of this clause 2.4 apply to any amendment of the strategic plan, annual plan or budget proposed by either the *representatives* or the *Board*.

#### **2.4 Exclusion of Processes of the Act**

The *Authority* is not required to follow any process provided in the *Act* that may otherwise be relevant to the preparation or adoption of any document referred to in this Schedule unless the *Act* specifically requires that process for that document for joint authorities generally or specifically for the *Authority*.

#### **2.5 Legal Effect of Strategic Plan, Annual Plan and Budget**

The validity of any act, transaction, agreement, resolution or other thing is not affected by:

- (a) the failure of the *representatives* or the *Board* to adopt any document that is required by this Schedule or to do anything in the process of that adoption; or
- (b) any inconsistency between any of those documents; or
- (c) any non compliance of any of those documents with any provision of this Schedule; or
- (d) any non compliance of that act, transaction, agreement, resolution or other thing with any of those documents; or
- (e) any other non compliance in those documents or the process of their adoption.

#### **2.6 Availability of Copies**

- (1) *Councillors* and *general managers* are entitled to copies of current strategic plans, annual plans and budgets of the *Authority*.

- (2) If the *Board* considers that public disclosure of any part of any of those documents is likely to disadvantage the *Authority*, it may determine that such part is to be kept confidential.
- (3) *Representatives, directors, councillors and general managers* are to keep confidential those parts of any document that the Board has determined are to be kept confidential.

### **SCHEDULE 3**

#### **PROCEEDINGS OF THE BOARD**

##### **3.1 Convening of Board Meetings**

- (1) The *Board* may hold such meetings as are desirable to carry out its functions.
- (2) The *CEO* is to convene a *Board* meeting at the request of the *chairman* or any two *directors*.

##### **3.2 Notice of Board Meetings**

The *Board* may determine generally or specifically the requirements for notice of its meetings.

##### **3.3 Chairing of Board Meetings**

- (1) The *chair* is entitled to chair every *Board* meeting.
- (2) If the *chair* is absent, unwilling or unable to chair a meeting or part of a meeting, the *directors* are to choose a *director* to chair the meeting or that part of the meeting.

##### **3.4 Quorum at Board Meetings**

- (1) A quorum of the *Board* is a majority of the total number of *directors*.
- (2) The quorum is to be counted at the commencement of the meeting.
- (3) If a *director* is excluded from being present at a *Board* meeting in relation to a matter, a quorum for the purposes of considering and making a decision in relation to that matter is constituted by the number of *directors* specified as constituting a quorum less the number of *directors* so excluded.
- (4) A quorum under subclause (3) is to be at least 2 of the *directors*.

##### **3.5 Voting at Board Meetings**

- (1) The *chair* has a deliberative vote only.
- (2) A question is decided:
  - (a) by a majority of votes of the *directors* present and voting; and

- (b) in the negative if there is an equality of votes of the *directors* present and voting.

### **3.6 Conduct of Meetings**

- (1) The *Board* may regulate the calling of, and the conduct of business at, its meetings as it considers appropriate.
- (2) A *director* may participate in a meeting by telephone, television or video conference or any other means of communication approved by the *Board*.
- (3) A *director* who participates in a way referred to in sub-clause (2) is taken to be present at the meeting for all purposes, including the quorum.
- (4) The *Board* may allow or invite a person to attend a meeting for the purpose of advising or informing it on any matter.

### **3.7 Resolutions Without Meetings**

The *Board* may make resolutions in a similar manner to that set out in Rule 21.

### **3.8 Validity of Proceedings**

An act or proceeding of the *Board* or of any person acting under any direction of the *Board* is:

- (a) not invalid by reason only that at the time when the act or proceeding was done, taken or commenced, there was a vacancy in the membership of the *Board*;
- (b) is valid, even if:
  - (i) the appointment of a *director* was defective; or
  - (ii) any person appointed as a *director* was disqualified from acting as, or incapable of being, a *director*.

### **3.9 Confidentiality**

All persons who attend a *Board* meeting are to keep confidential all information given and discussion made during that meeting except to the extent that the *chair* gives approval to the contrary or these Rules provide to the contrary.



## **SCHEDULE 4**

### **DISPUTE RESOLUTION**

#### **4.1 Outline of Resolution Process**

The parties to which any dispute to which Rule 56 applies must use the following dispute resolution process:

- (a) negotiation in good faith;
- (b) if negotiation do not resolve the dispute, then mediation;
- (c) if mediation does not resolve the dispute, then arbitration if clause 4.6(2) applies.

#### **4.2 Other Parties May Join**

Even though a dispute may be primarily between two of the parties referred to in Rule 57, any other party may require that it be included in the dispute resolution process as a party to the dispute.

#### **4.3 Notice of Dispute**

If a dispute as defined in Rule 57 arises, then any party to that dispute may give written notice to the other or others of that dispute. That notice is to specify the general nature of the dispute in such a way as to facilitate resolution of all issues relevant to the dispute.

#### **4.4 Notice of Mediation**

If within 30 days of the giving of a notice of dispute under clause 4.3, any party to the dispute considers that it is unlikely that the dispute or any part of it will be resolved by negotiation, it may give written notice to the other or others requiring mediation.

#### **4.5 Mediation Rules**

If within 14 days of the receipt of the notice requiring mediation, the parties to the dispute do not agree on:

- (a) the selection and compensation of an appropriate mediator; or
- (b) another dispute resolution technique and procedures; or
- (c) an actual resolution of the dispute;

then the parties to the dispute must mediate it in accordance with the mediation rules of the Law Society of Tasmania. The mediator is to be a person nominated by the President of the Local Government Association of Tasmania who may also determine the mediator's remuneration.

#### **4.6 Arbitration**

- (1) If the mediator appointed under clause 4.5 certifies that the mediation has been unable, and is unlikely, to resolve the dispute, or any part of it, then the dispute, or that part which is unresolved, is to be referred to arbitration under the Commercial Arbitration Act 1986. If the parties cannot agree on an arbitrator, the arbitrator is to be a person nominated by the President of the Local Government Association of Tasmania.
- (2) Subclause (1) only applies if the unresolved dispute is one in respect of which a party has a right enforceable in a Court of law and that party wishes to enforce that right.

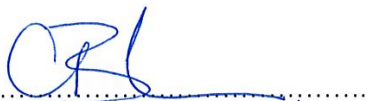
#### **4.7 Other Processes**

The parties to a dispute may agree on any other process for resolving a dispute or any part of it.

**Certification of Rules**

I certify in accordance with Section 32(2) Local Government Act that these Rules are in accordance with the law.

Dated 17 / 11 / 2023



Cassandra Amie Blair  
Qualified legal practitioner, ~~Launceston~~ Devonport

**Cassandra Blair**  
Barrister & Solicitor  
13 Fenton Street, Devonport, 7310

I certify in accordance with Section 32(2) Local Government Act that these Rules have been made in accordance with the Local Government Act.

Dated 23 / 11 / 2023

LATROBE COUNCIL

General Manager  Council

## **PARTNERSHIP AGREEMENT**

**Between**

**DEVONPORT CITY COUNCIL**

**AND**

**PAPER ON SKIN, GENRE PRODUCTIONS TASMANIA LTD**

### **1 PURPOSE**

This Agreement establishes a set of principles and obligations in relation to funding and in-kind arrangements between the Devonport City Council (DCC) and Paper on Skin (POS), Genre Productions Tasmania Ltd, to ensure the ongoing presentation of the international wearable paper art event and exhibition, known as Paper on Skin, in Devonport.

### **2 TIMEFRAME**

This agreement is for a period of 30 month, July 2024 to December 2026, aimed to coincide with the biennial event POS, presented in September 2024 and September 2026. Valid from date of signing and is to be reviewed after each event.

### **3 DEVONPORT STRATEGIC PLAN 2009-2030 RELEVANT PRIORITIES (revised April 2019)**

Strategy 4.2 A vibrant City is created through the provision of cultural activities, events and facilities

Strategy 3.2.5 Support festivals, events and attractions that add value to the City's economy

### **4 PAPER ON SKIN OVERVIEW**

Paper on Skin is a celebration of wearable paper art and involves a suite of activities including:

- International wearable art competition
- Gala ceremony event
- Exhibition
- Promotional art film production
- Workshops

The purpose is to develop the unique artform of wearable paper art. The challenge of the task drives innovation, resulting in captivating and exceptional artworks.

As an event and competition, Paper on Skin attracts high-calibre artists from around the world, advancing an international profile for both Paper on Skin and the location in which the event is held. These achievements support a broader goal which is to demonstrate that prestigious and sophisticated cultural events can and do emerge from regional centres, such as the North-West Coast of Tasmania.

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Partnership Agreement, Paper on Skin  
2024 - 2026



## **5 THE PARTIES AGREE AS FOLLOWS**

### **Devonport City Council agrees to:**

- 5.1. Provide \$15,000 biennially (July 2024 and July 2026) to assist POS present the event as defined in the Overview;
- 5.2. Agree to waive the venue hire fee component for the Town Hall Theatre, biennially, for a period consistent with the requirements to present the event as defined in the Overview;
- 5.3. Agree to waive the room hire fee component of Market Square Pavilion for special events associated with POS;
- 5.4. Provide exhibition space at the Devonport Regional Gallery, biennially, for the display of competition entries for a period no less than five weeks;
- 5.5. Provide up to 20 hours of Technical Operation support, biennially, for the event, Monday to Friday between the hours of 8am and 10pm, excludes all other times;
- 5.6. Waive up to \$5,000 value of equipment hire fees, biennially, for equipment consistent with the requirements to present the event.

### **Paper on Skin agrees to:**

- 5.7. Deliver Paper on Skin as per the Overview detailed in the agreement, committing to international engagement and promotion of Devonport as the host city;
- 5.8. Acknowledge Council as major partner to Paper on Skin;
- 5.9. Provide Council with ten (10) tickets to each gala ceremony event;
- 5.10. Provide the opportunity for the Mayor or suitable representative, to address the gala ceremony event, examples include opening the event, presenting an award etc.;
- 5.11. Provide Council with a benefit summary post each event, including participation numbers and reach;
- 5.12. Provide Council with promotional assets of the events, including photography and film to use in Council publications;
- 5.13. Agree to pay any additional costs for room hire, Technical support and equipment.

## **6 CONDITIONS**

Note this agreement excludes Paper on Skin from accessing additional funds through Council's Financial Assistance Grants Scheme and other Council avenues.

Any attempted influence of Council's regulatory functions, or staff, will result in an automatic review and/or termination of this Partnership agreement.

Council makes no representation that it will promote Paper on Skin outside of the specified event.

Either party may terminate this Agreement with immediate effect if the other party becomes insolvent, has an administrator, receiver or manager appointed over all or part of its assets, or becomes unable to pay its debts as they fall due; or is in breach of any provision of this agreement that is not capable of remedy; or is in breach of any of its

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Partnership Agreement, Paper on Skin  
2024 - 2026

obligations under this Agreement that is capable of remedy and fails to remedy the breach within 14 days of receiving a notice specifying the breach.

Council may terminate this Agreement with immediate effect if the Organiser or its authorised representatives does anything which may bring DCC or the Organiser into disrepute; or for any reason, the Organiser is not able to provide the partnership benefits.

If this Agreement is terminated, any benefits to be provided by Council under this Agreement will be cancelled as at the date of termination.

#### **SIGNATORIES OF THE PARTIES**

Executed as an agreement

##### **Signed for on behalf of the Devonport City Council**

Name: Matthew Atkins

Position: General Manager

Signature: \_\_\_\_\_

Date: 2023

##### **Signed for on behalf of Paper on Skin, Genre Productions Tasmania Ltd**

Name:

Position:

Signature: \_\_\_\_\_

Date: 2023



**MIGRANT**  
Resource Centre  
(Northern Tasmania) INC.

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**PARTNERSHIP AGREEMENT  
BETWEEN  
MIGRANT RESOURCE CENTRE  
(NORTHERN TASMANIA) INC AND  
DEVONPORT CITY COUNCIL**

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## **1.0 PURPOSE**

This Agreement establishes a set of principles and obligations in relation to funding arrangements and activities between the Devonport City Council (Council) and the Migrant Resource Centre (Northern Tasmania) Inc. (MRC Inc) to provide place-specific, tailored support for migrants in the Devonport area.

This agreement is for a period of TWO (2) years commencing January 1, 2024 and is to be reviewed every twelve (12) months.

## **2.0 DEVONPORT STRATEGIC PLAN 2009-2030 RELEVANT PRIORITIES**

Strategy 4.7 An engaged community promotes and values diversity and equity  
Strategy 5.2 Promote active and purposeful community engagement and participation

## **3.0 MIGRANT RESOURCE CENTRE OVERVIEW**

MRC Inc was established as a not for profit community organisation to facilitate the settlement of migrants into North and North-West Tasmania.

Since then, MRC has assisted arrivals under Australia's Refugee and Humanitarian Program, approximately 500 persons per annum. In addition, MRC assists migrants seeking advice for eligible services. MRC has expanded and now offers a range of services statewide. These services include National Disability Insurance Scheme (NDIS) and other disability support.

## **4.0 BENEFITS**

The Agreement has the potential to result in a range of benefits including, but not limited to:

- 4.1 Address social exclusion by connecting people with others, to work, education, volunteering and other opportunities as well as to the broader community and decision makers (assist with consultative processes).
- 4.2 Address difficulties that socially excluded groups have in navigating the increasingly complex array of services provided by both public and private providers.
- 4.3 Provides an investment in community wellbeing in a similar way that financial capital can provide an investment in the economic growth of a community.
- 4.4 Value add to increase services – MRC Inc has the capacity to source access to grants and additional partnership opportunities not available to Council, easing the potential impost on ratepayers and improving the potential income and services for the community.

## **5.0 PRINCIPLES**

This Agreement is based upon a relationship between the parties emphasising cooperation and commitment to the following principles:

- 5.1 Understanding and respect for each party's mandates and responsibilities.
- 5.2 Each party is responsible for maintaining control of their own affairs.
- 5.3 Subject to relevant legislation and policies the transparency of financial relations between the Council and MRC Inc in order to enhance decision-making.
- 5.4 The fostering of opportunities to work collaboratively.
- 5.5 Transparent and timely communication and consultation.
- 5.6 Understand that engagement and partnership between residents, community organisations and government is essential to improve quality of life for Devonport's residents.

## **6.0 OBLIGATIONS OF THE PARTIES**

The Council and MRC Inc agree to:

- 6.1 Engage in timely, cooperative and meaningful consultation and negotiation regarding the formulation of policies, plans and activities which affect this Agreement.
- 6.2 Relate to the other party in a manner that is coordinated and consistent.
- 6.3 Ensure that specific contracts, arrangements, policies and plans entered into or carried out by the parties are consistent with the Agreement.
- 6.4 Subject to privacy legislation and policies, share relevant data and information to inform strategic planning and service delivery.
- 6.5 Develop processes to promote a common understanding of mutual priority needs.
- 6.6 Develop a process for review of the effectiveness of this Agreement with progress assessed twelve months from the date that the Agreement comes into effect.

## **7.0 STATEMENT OF RESPONSIBILITIES**

### **7.1 The Devonport City Council will:**

- 7.1.1 Provide free access to a meeting room at paranapple centre for 2 days per week as required.
- 7.1.2 Assist in the marketing and promotion of MRC Inc and its services through Council's communication mediums.
- 7.1.3 Actively engage MRC Inc in relevant projects and strategic planning activities of Council, and share data and information as relevant to this Agreement
- 7.1.4 Support MRC's grant applications and submissions that align with the objectives of this partnership
- 7.1.5 Make a payment of \$20,000 per annum for two years.

### **7.2 MRC Inc will:**

- 7.2.1 Strive to attract additional resources and partnerships to support the



activities of MRC Inc in Devonport.

- 7.2.2 Deliver cultural awareness sessions for the Council to enhance their ability to work effectively with different cultures.
- 7.2.3 Introduce a volunteer program, in collaboration with service providers, to coordinate welcome and orientation efforts within the local community and providing opportunities for migrants to engage in volunteer work.
- 7.2.4 Establishment of a single point of entry for all migrants, a one-stop-shop for information and referrals.
- 7.2.5 Implementation of community engagement and capacity building programs, involving local community and migrants in social development, problem solving and decision-making.
- 7.2.6 Provide relevant data to support Council's strategic planning and policies.
- 7.2.7 Promote Council support to customers, other community services and the media in a positive manner.
- 7.2.8 Include Council's branding in relevant promotional material.
- 7.2.9 Provide an annual report to Council of activities undertaken in relation to the Agreement and financial statement which outlines how partnership agreement funds were expended.

## 8.0 PERFORMANCE INDICATORS

The following indicators will assist in measuring the effectiveness of The Agreement.

Indicator	Provided By	Frequency
9.1 Performance against strategies in Devonport Strategic Plan 2009-2030	MRC Inc	Annually
9.2 Increased participation by the migrant community in MRC Inc activities	MRC Inc	Annually
9.3 Qualitative evidence on positive impact of services on individual residents	MRC Inc	Annually

## 9.0 KEY MILESTONES

Description	Provided By	Target Date
Payment 1	Council	1 January 2024
Annual report – Year 1	MRC Inc	15 December 2024
Payment 2	Council	1 January 2025
Annual report – Year 2	MRC Inc	15 December 2025
Agreement Reviewed	Council/MRC Inc	30 December 2025

## 10.0 MANAGING DIFFERENCE, EVALUATION AND REVIEW

The parties agree to work constructively to honour the terms of the Agreement.

The parties agree that in the event of a party stating that one or more undertakings in the Agreement is not being fulfilled that the parties will use best endeavours to ensure that the undertaking is satisfied or that an alternative solution is agreed.

If the MRC Inc otherwise fail to comply with the terms of the Agreement after having been given 30 days notice to rectify then the Council may terminate this Agreement.

MRC Inc may terminate the Agreement at any time providing Council with reasoning and 30 days notice. If the Agreement is terminated, MRC Inc will refund a proportion of monies paid in the given financial year on a pro rata basis.

The parties agree to monitor the implementation of the Agreement and evaluate its effectiveness on an annual basis; however, the Agreement can be amended with the agreement of both parties at any time.

Two-way feedback and monitoring will be through the MRC Inc CEO Coordinator and Council's Community Services Manager.

## 11.0 SIGNATORIES OF THE PARTIES

Executed as an agreement on the                      day of                      2023

_____	_____
Ella Dixon	Date
<b>Chief Executive Officer</b>	
<b>Migrant Resource Centre (Northern Tasmania) Inc</b>	

_____	_____
Witness Signature	Date

_____	_____
Matthew Atkins	Date
<b>General Manager</b>	
<b>Devonport City Council</b>	

_____	_____
Witness Signature	Date

# Financial Management Strategy 2024 – 2033

## Devonport City Council

# Financial Management Strategy – 2033

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<b>Responsible Manager</b>	General Manager
<b>Document Controller</b>	Finance Manager
<b>Date adopted by Council</b>	
<b>Resolution number</b>	
<b>Date of next review</b>	November 2024



# Financial Management Strategy – 2033

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## Overview

The Financial Management Strategy (FMS) has been prepared to provide Council with a strategic framework to guide the development of annual budgets and preparation of longer term financial planning. The key objective of the Strategy is to ensure that Council can sustainably fund the ongoing delivery of services whilst implementing the objectives identified in the Strategic Plan.

The FMS is based on the following key financial principles:

- achievement of a balanced underlying result;
- prudent management of assets and liabilities, including debt and cash reserves; and
- timely and accurate disclosure of financial information.



To remain financially sustainable, Council must continue to raise revenue and provide services within the context of a balanced budget. In order to achieve this, Council must ensure all aspects of its operations are adequately funded, including current service delivery and planning for future service delivery, in an affordable and stable environment. As depicted, ongoing financial sustainability is only achieved when the interdependency of all financial aspects of Council are recognised and planned for today and into the future. The FMS takes into account the concept of intergenerational equity, with the aim that each generation is responsible for the costs of the resources that they consume.

## Financial Management Strategy – 2033

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A key component of the Strategy is the Long-Term Financial Plan (LTFP) shown at Appendix A. The LTFP is Council's ten-year financial forecast which includes a statement of comprehensive income, a statement of financial position and a cash flow statement for each year of the plan. Council refers to this model when considering financial decisions, for example new capital expenditure and borrowings. The LTFP is considered as part of the budget process and is reviewed annually.

Council's ability to remain financially sustainable can be measured using the Key Performance Indicators as outlined in the *Local Government (Management Indicators) Order 2014*. In addition to the statutory indicators, Council will calculate the net interest cost ratio to assist the measurement of sustainability.

The indicators, relevant benchmarks and targets are shown below.

Indicator	Benchmark	Council Target
Operating Surplus Ratio	Between 0% and 15%	Between 0% and 15%
Asset Sustainability Ratio	100% of depreciation expense	Between 60% and 100% of depreciation expense
Asset Consumption Ratio	Between 40% and 60%	Between 40% and 60%
Asset Renewal Funding Ratio	Between 90% and 100%	Between 90% and 100%
Net Financial Liabilities Ratio	Between 0 and -50%	Between 0% and -50%
Net Interest Cost Ratio	7% of recurrent revenue	5% of recurrent revenue

In addition to the ratios listed above, Council has a target to maintain a minimum cash balance of \$9,000,000, representing approximately 3 months of operating expenses. The minimum cash balance is based on guidance released by the Tasmanian Audit Office.

Each year, the office of the Auditor-General assesses every Tasmanian Council against the key performance indicators noted above, as well as other ratios and statistics relevant to local government. Commentary on the assessment is included in the annual report to Parliament which is accessible to the public.

# Financial Management Strategy – 2033

## Strategic Context

### Link with the Strategic Plan

Council has a robust planning framework which focuses on short and mid-term objectives to deliver on priorities in Council's Strategic Plan 2009-2030.

The following figure illustrates the integration of Council's planning framework.



# Financial Management Strategy – 2033

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This Strategy is aligned with the following goal and priorities set out in the Strategic Plan:

**Outcome 5.3 - Council looks to employ best practice governance, risk, and financial management.**

## **Legislative Requirements**

The Local Government (Miscellaneous Amendments) Act 2013 received Royal Assent on 19 November 2013 making it compulsory for Tasmanian Councils to maintain a long-term financial management plan and Strategy. The following sections set out the requirements under the Act:

### **70. Long-term financial management plans**

- (1) A council is to prepare a long-term financial management plan for the municipal area.*
- (2) A long-term financial management plan is to be in respect of at least a 10-year period.*
- (3) A long-term financial management plan for a municipal area is to –*
  - (a) be consistent with the strategic plan for the municipal area; and*
  - (b) refer to the long-term strategic asset management plan for the municipal area; and*
  - (c) contain at least the matters that are specified in an order made under section 70F as required to be included in a long-term financial management plan.*

### **70A. Financial management strategies**

- (1) a council is to prepare a financial management strategy for the municipal area.*
- (2) A financial management strategy for a municipal area is to –*
  - (a) Be consistent with the strategic plan for the municipal area; and*
  - (b) Contain at least the matters that are specified in an order made under section 70F as required to be included in a financial management strategy.*



# Financial Management Strategy – 2033

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The Minister for Local Government issued a *Local Government (Contents of Plans and Strategies) Order 2014* under Section 70F of the Act outlining the minimum requirements of long-term financial management plans and strategies. This Strategy complies with the disclosure requirements of the Order.

## Financial Management Principles

### Achievement of a balanced underlying result

Council is committed to the equitable and consistent generation of revenue and the effective delivery of services that are appropriate to the community. To remain financially sustainable, this must be achieved within the context of a balanced budget, but preferably the generation of small underlying surpluses. The generation of underlying surpluses indicates that Council can continue to adequately fund existing services into the future. It also assists Council to meet future debt repayments and to fund infrastructure asset renewal projects and investment in new assets.

## Revenue Strategies

### Rating Strategy

Rates revenue represents the largest share of total income that Council generates each year and therefore is an important component of the financial planning process. Council aims to balance its service levels considering the needs and expectations of the community and by setting appropriate levels of tax to adequately fulfil its obligations. Each year, Council will consider the following factors when setting the level of rates and charges:

- level of State and Commonwealth government funding;
- current economic climate;
- level of services to be delivered;
- impact of CPI increases and the Local Government Cost Index; and
- the capacity of the community to pay for those services.

## Financial Management Strategy – 2033

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Council aims to spread the rate burden across the community with those having the greatest capacity to pay, paying more than those with a lesser capacity. Council must balance this principle with the benefit principle acknowledging that some groups of the community have a greater impact on services and derive a greater benefit from some services provided.

Council maintains a Rates & Charges Policy which sets out the property valuation basis adopted by Council, the general rate applied to that base and any variations to the general rate. Council will review the Rates & Charges Policy as well as the property valuation base on a regular basis to ensure the most appropriate base is adopted. If Council determines to change the property valuation base, an appropriate community engagement process will be undertaken.

### Fees & Charges Strategy

Council will review fees and charges each year with a view to balancing the community need for the service provided and the capacity of the community to pay for that service. Council adopts the general philosophy that users should pay for the service provided but recognises that full cost recovery is not possible in all situations.

Where Council enters into commercial lease arrangements, it is essential that sound commercial principles are applied to the transactions as set out in the Commercial Lease Policy. These include:

- a market appraisal of rental return;
- assessment of the required rate of return on assets; and
- application of consistent, contemporary lease terms and conditions.

All property leases with community and sporting groups will comply with Council's adopted Lease Policy.

### Other Revenue Strategy

Other significant revenue streams include investment income from dividends and grant revenue. Council holds a 5.02% equity investment in Tasmanian Water Corporation and a 43.45% share in Dulverton Regional Waste Management Authority. As part owners of these enterprises Council aims to ensure that future entitlements are maintained.

Grant revenue represents a small percentage of overall operating income, however Council will continue to review all funding opportunities and identify and apply for appropriate grant funding. The main source of grant income is the Financial Assistance

## Financial Management Strategy – 2033

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Grant, administered by the State Grants Commission on behalf of the Federal Government. Council will continue to participate in the review of this grant and provide information to the State Grants Commission to assist it in determining the most equitable distribution of the funds.

Council will also continue to pursue grant funding for new capital projects identified.

### **Expenditure & Service Delivery Strategies**

#### **Service Delivery and Cost Management Strategy**

Council will continually review service levels and delivery to ensure they are provided as efficiently as possible and continue to meet the needs of the community. Council is focussed on developing a cost management culture across the organisation, encouraging all managers to be involved in minimising costs by accountability through the budget process, involvement with ongoing monitoring, reporting and forecasting processes.

At each budget cycle, Council will consider the feedback received from the community through the various engagement opportunities to assess any potential changes to services.

Additional expenditure highlighted in new strategies developed through the year will be considered through the budget process.

#### **Procurement Strategy**

Council will comply with its Purchasing Policy and Code for Tenders and Contracts to ensure that expenditure is subject to the appropriate controls and represents the best value available.

#### **Prudent management of assets and liabilities, including debt and cash reserves**

Council aims to maintain community wealth by ensuring that assets and liabilities are managed to provide sustainable service delivery, that is, ensuring that the assets used to support the service delivery continue to function to the determined level of service.

# Financial Management Strategy – 2033

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## Asset Management Strategy

The key objective of Council's asset management processes is to maintain Council's existing assets at desired condition levels. The appropriate management of assets should ensure that they continue to deliver services into the future. To remain sustainable, Council must maintain its ability to meet the asset renewal requirements as outlined in its Strategic Asset Management Plan (SAMP) and 10 year Forward Works Program.

Council has an Asset Management Policy supported by a Strategic Asset Management Plan which together form the framework for the asset management process. This documentation will be reviewed regularly to ensure compliance with relevant legislative requirements and contemporary asset management practices.

The Asset Management Policy aims to ensure adequate provision is made for the long-term replacement of major assets by:

- ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service for residents, visitors and the environment;
- safeguarding Council by implementing appropriate asset management strategies and appropriate financial resources for those assets;
- creating an environment where all Council employees take an integral part in overall management of Council's assets by creating and sustaining asset management awareness throughout the organisation via training and development;
- meeting legislative requirements for asset management;
- ensuring resources and operational capabilities are identified and responsibility for asset management is allocated;
- reporting on asset management performance; and
- demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

The LTFP integrates the financial resources identified in the SAMP and latest 10-year capital works program with the overall financial operations of Council. To adequately plan delivery of services, capital expenditure requirements as well as ongoing maintenance expenditure must be funded in the LTFP. When these elements are combined with the cost of providing other Council services, the complete funding requirements can be identified and planned for in a sustainable manner. It is critical for Council to understand the inter-relationship of the asset management framework and the financial management framework and to constantly work towards improving the quality of data contained within each and the level of understanding of both frameworks across the entire organisation. Actions to improve and refine the asset management framework are included in the SAMP.



# Financial Management Strategy – 2033

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## Investment Strategy

Cash reserves will be managed to achieve optimum investment returns and to ensure that cash is available when needed for planned expenditures.

Council will utilise the Cash Flow Projections contained in the LTFP to assist in the management of cash and investments and to maintain the minimum cash target.

Council has an Investment Policy to set parameters for investments which helps to ensure maximum return on the investment portfolio while managing the risk associated with this activity.

## Debt Strategy

Council will consider the use of debt facilities to fund major new capital expenditure which provides benefits to ratepayers into the future. Where possible, Council will assess the term of the debt in relation to the life of the asset. The use of debt in this manner attempts to address the issue of inter-generational equity.

When considering new debt, Council will evaluate the impact of borrowing costs on the sustainability of current and future budgets and its capacity to repay the debt. The target interest coverage ratio will be used as part of this assessment.

Council will utilise the Cash Flow Projections contained in the LTFP to assist in the management of debt and cash reserves.

When borrowing, Council will raise all external debt at the most competitive rates and from sources available as defined by legislation.

## Financial Management Strategy – 2033

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### **Timely and accurate disclosure of financial information**

In accordance with the Strategic Plan, Council will “practice excellence in governance”.

Council will prepare regular management reports that will be available to the public. The reports will contain a Summary Statement of Comprehensive Income, Statement of Financial Position, Capital Expenditure Report and other relevant financial data and commentary. Council will also prepare an Annual Plan and Estimates document that will set out the budget information for the next financial year and the goals and actions for that period.

Council will comply with all statutory requirements in relation to the preparation of its Annual Financial Statement and external audit and will maintain an Audit Panel to provide oversight of risk management and financial performance.

# Financial Management Strategy – 2033

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## Key Financial Indicators and Targets

To remain financially sustainable, Council must have sufficient capacity to be able to manage future financial risks. To enable Council to measure performance in this area, the State Government identified a number of ratios and indicators that can be applied to all local government entities. These indicators are contained in the *Local Government (Management Indicators) Order 2014* and are included in Council's Annual Report. The indicators are also scrutinised by the Audit Office and may be subject to commentary in the Report of the Auditor-General presented each year to State Parliament. The indicators can be summarised into three groups:

- financial operating performance;
- asset management; and
- liquidity.

The performance indicators and the relevant benchmarks and targets are noted in the overview section above and are discussed in more detail below.

# Financial Management Strategy – 2033

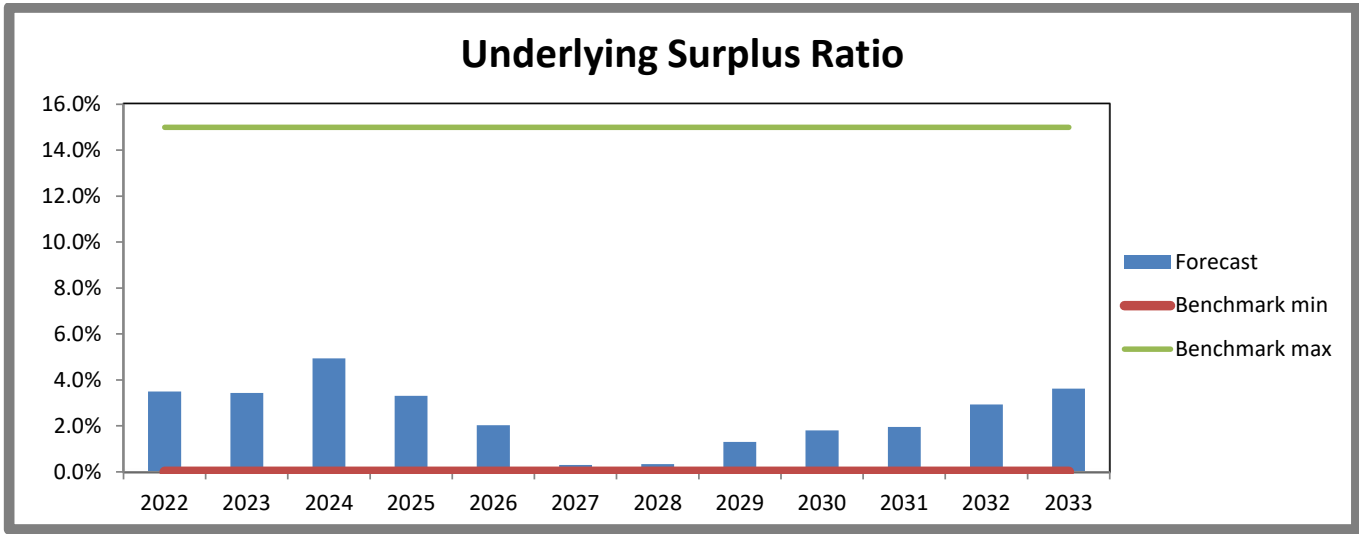
## Financial Operating Performance

### Underlying Surplus Ratio

<b>Benchmark</b> – Between 0% and 15%	<b>Target</b> – Between 0% and 15%	<b>Result</b> - Achieved
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This ratio serves as an overall measure of financial operating effectiveness. To assure long-term financial sustainability Council should budget and operate to break even, thereby avoiding underlying deficits. Achieving a break-even position indicates Council is able to generate sufficient revenue to fulfil the operating requirements including coverage of the depreciation expense. Breaking even is represented by an operating surplus ratio of zero.

The ratio decreases as forecast operating expenses for borrowing costs increase when loans are refinanced and maintenance and depreciation costs associated with major capital projects are realised.





# Financial Management Strategy – 2033

## Asset Management Performance

### Asset Sustainability Ratio

<b>Benchmark</b> – 100% of Depreciation	<b>Target</b> – Between 60% and 100% of Depreciation	<b>Result</b> - Achieved
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The Asset Sustainability Indicator compares the rate of capital spending through renewing, restoring and replacing existing assets, with the value of depreciation. The benchmark assumes that if capital expenditure on renewing or replacing existing assets is at least equal to depreciation on average over time then Council is ensuring the value of existing stock of physical assets is maintained. This assumption is relevant to a stable level of assets with minimal additional new assets.

Council maintains asset management plans for all major classes of assets. These Plans include estimates of capital expenditure and maintenance required to responsibly manage asset stocks for the next 10 years and are based on expert technical considerations and applicable industry standards. The information contained in these Plans feeds into the ten-year capital program used in the LTFP. Council believes these Plans provide a sound basis for calculating the actual level of capital expenditure on renewal and replacement of assets into the future.

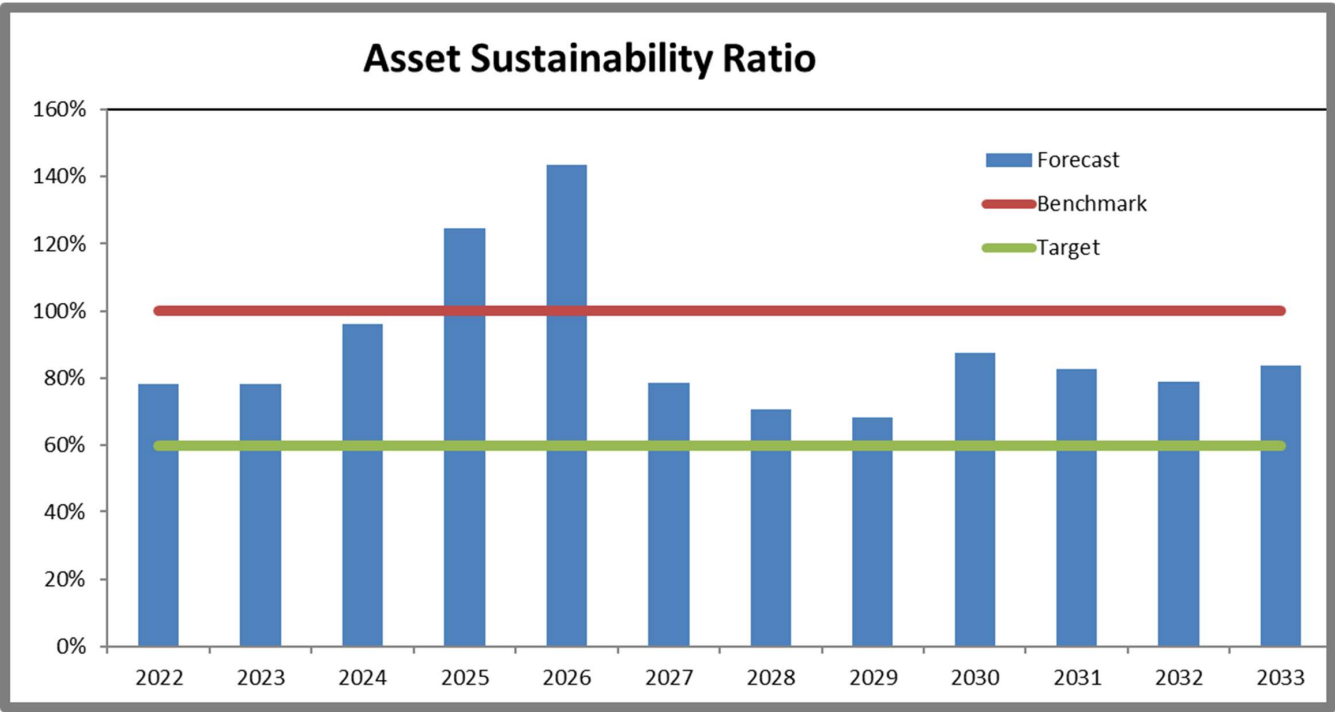
Council has implemented a substantial capital expenditure program to progress LIVING CITY initiatives with a significant investment in new capital projects. Council is also committed to the progression of the sports infrastructure masterplan which involves substantial capital investment in new assets. Increased spending on new assets, increases the level of depreciation and maintenance expenditure. Council has recognised this increased expenditure in the LTFP.

Additional assets increase depreciation expense, however, new assets require less renewal expenditure in the early years of the assets life, therefore a lower asset sustainability ratio is considered to be acceptable in this scenario.

Council has set a target range lower than the benchmark for the reasons outlined above. Council also acknowledges that according to the criteria established by the Auditor-General, a ratio that is at the lower end of the target range indicates a medium financial sustainability risk.

# Financial Management Strategy – 2033

The table below demonstrates that forecast renewal expenditure meets the target renewal level throughout the period of the Plan. The benchmark is exceeded in 2025 and 2026 due to the construction of sporting infrastructure including renewal of the outdoor pool.

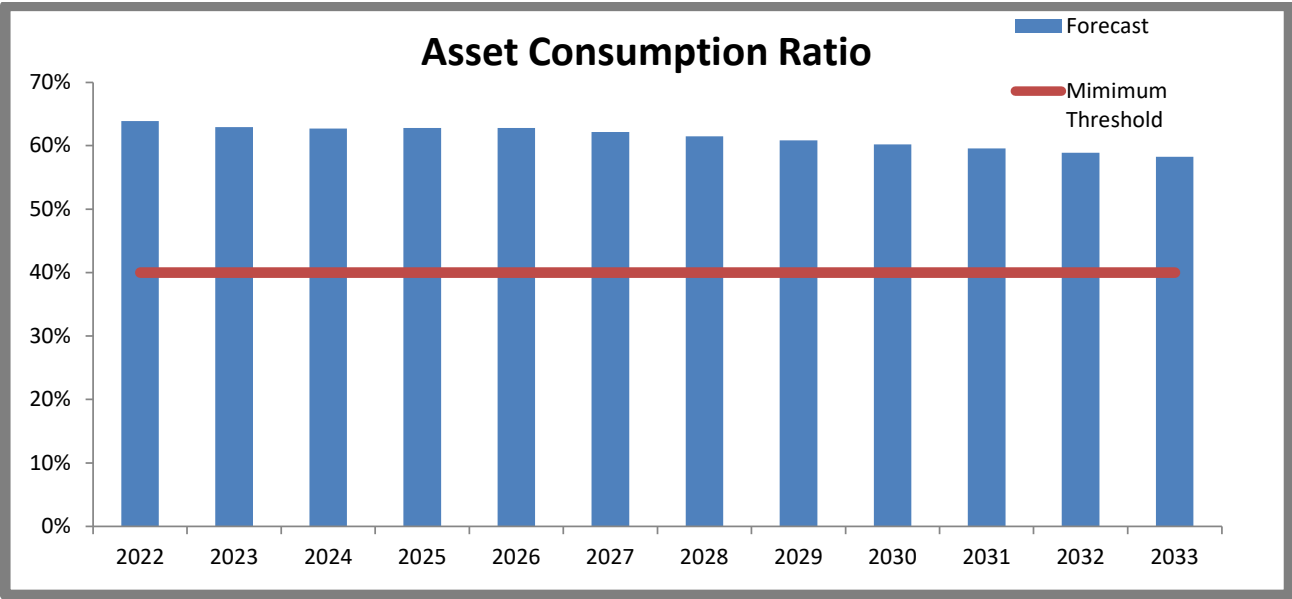


# Financial Management Strategy – 2033

## Asset Consumption Ratio

<b>Benchmark</b> – Between 40% and 60%	<b>Target</b> – Between 40% and 60%	<b>Result</b> - Exceeded
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This ratio indicates the average percentage of remaining useful life of Council's assets, or, the average proportion of new condition left in assets. The higher the percentage, the greater future service potential is available to provide services to ratepayers. The ratio provides a guide or indicator of future renewal requirements.



This ratio is impacted by several factors including:

- capital expenditure, both renewal and new;
- componentisation of complex assets and subsequent adjustment to useful lives;
- reliance on financial and asset management plans; and

## Financial Management Strategy – 2033

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- growth periods in the City's history.

As part of the annual review process, Council considers the adequacy of the useful lives attributed to each asset class. There is increased focus at present on breaking down, or componentising, complex assets. This allows Council to attribute varying useful lives to individual components of the one asset, better reflecting the actual renewal cycle.

Council will continue to review asset lives and investigate further componentisation of assets as part of its regular annual review process. Council will also continue to refer to Asset Management Plans to responsibly manage assets in the future.



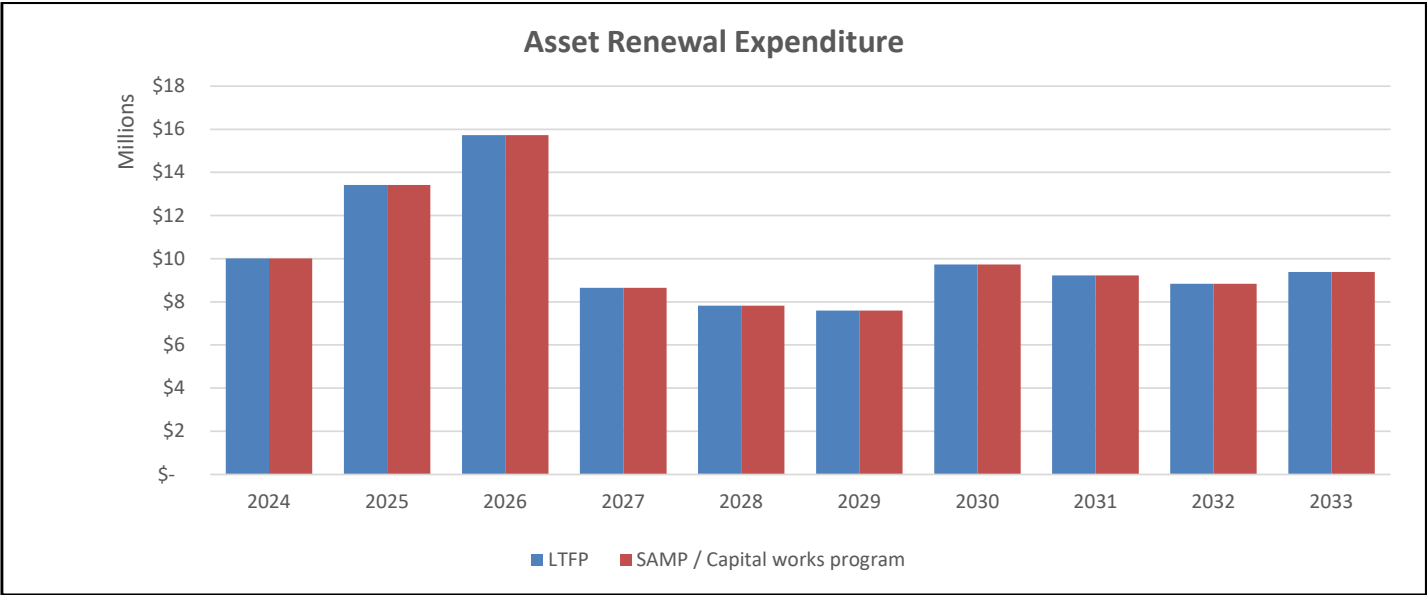
# Financial Management Strategy – 2033

## Asset Renewal Funding Ratio

<b>Benchmark</b> – Between 90% and 100%	<b>Target</b> – Between 90% and 100%	<b>Result</b> - Achieved
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This ratio measures Council's capacity to fund future asset replacements requirements. An inability to fund future requirements will result in revenue, expenditure or debt consequences, or a reduction in service levels.

This ratio links the planned asset replacement requirements contained in the SAMP and 10 year forward capital works program with the planned asset replacement expenditure contained in the LTFP. The LTFP mirrors the asset data, demonstrating that Council will meet the benchmark for this ratio over the life of the Plan.



# Financial Management Strategy – 2033

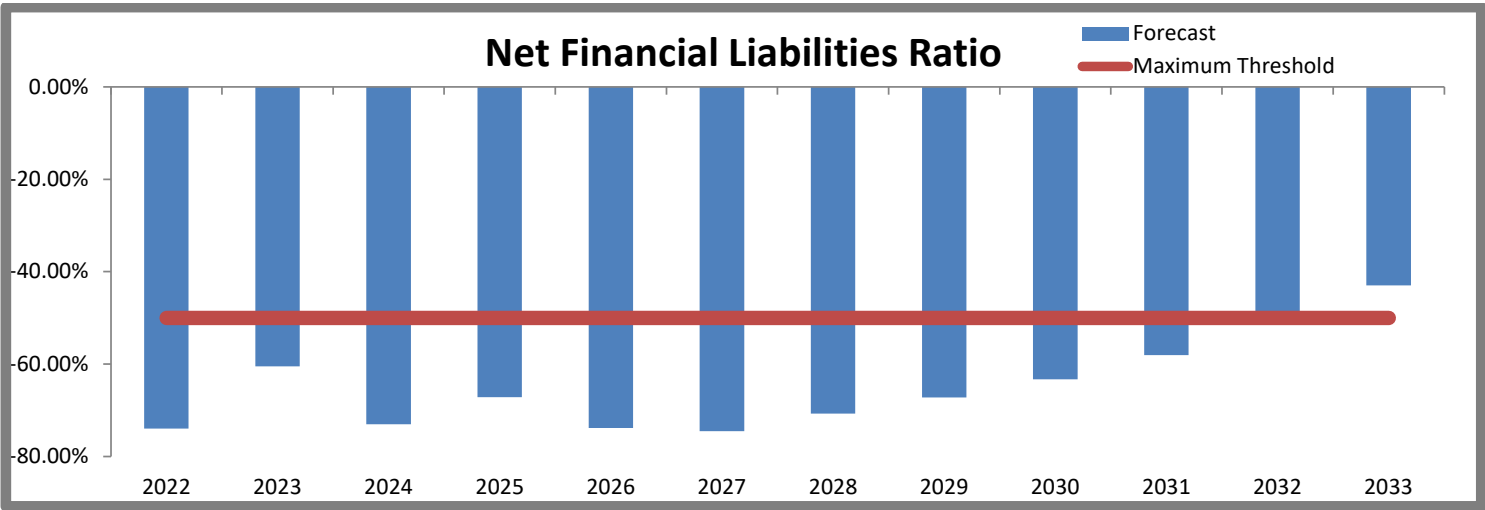
## Liquidity Ratios

### Net Financial Liabilities Ratio

<b>Benchmark</b> – between 0% and -50%	<b>Target</b> – Between 0% and -50%	<b>Result</b> – Not Achieved
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This ratio indicates the net financial obligations of Council compared to the operating income in any one year. Where the ratio is positive, it indicates that liquid assets (cash and receivables) exceed total liabilities. Conversely a negative ratio indicates an excess of total liabilities over liquid assets, meaning that, if all liabilities fell due at once, additional operating revenue would be needed to fund the shortfall in liquid assets.

Council has traditionally recorded a ratio within the target range, however the investment in new assets and the additional borrowings required to progress LIVING CITY have been factored into the Long-Term Financial Plan. Council will exceed the benchmark for this ratio for the majority of the life of the Plan, however prudent cash management and regular principal repayments will see the result gradually improve from 2027 onwards, coming under the maximum benchmark by the end of the period.

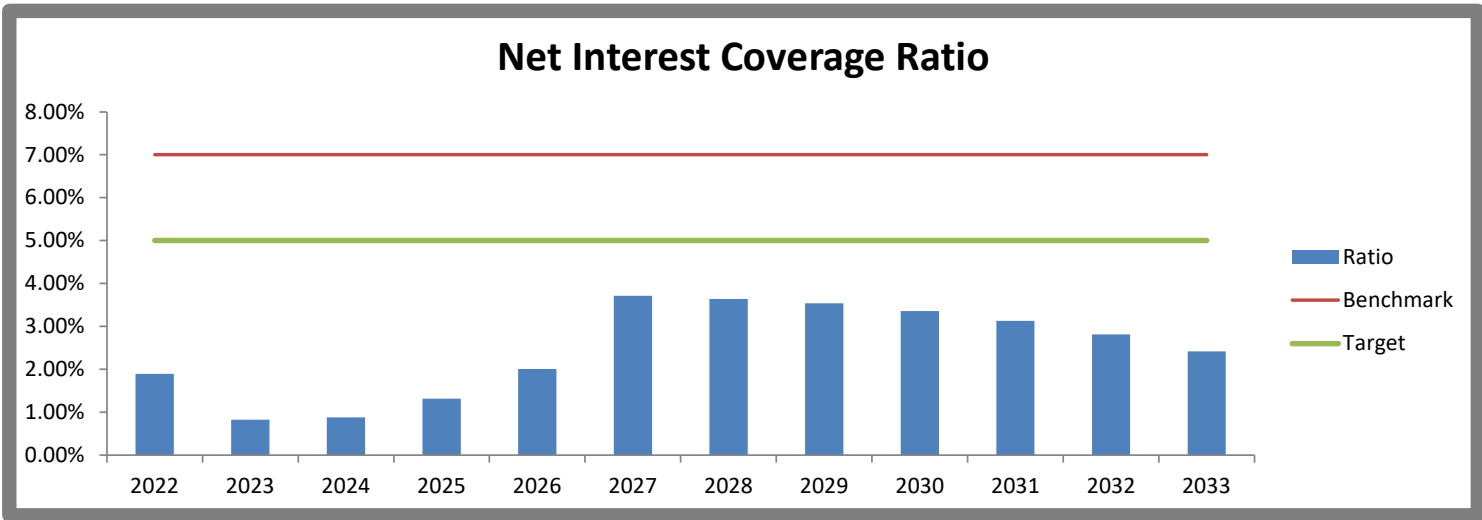


# Financial Management Strategy – 2033

## Net Interest Cost Ratio

Benchmark – 7%	Target – 5%	Result - Achieved
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This ratio measures the ability of Council to meet its net interest obligations from its operating revenue. Treasury use this measurement when assessing loan requests and set the benchmark at net interest cost of 7% of recurrent revenue or less. Council refinanced its debt in 2021 into traditional variable or fixed rate longer term loans and this ratio is below the target set by Council over the next ten years.



# Financial Management Strategy – 2033

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## Appendix A – Long Term Financial Plan (LTFP)

### Introduction

Long term financial planning is a key element of the integrated planning and reporting framework. The LTFP demonstrates Council's medium to long term financial sustainability, allows early identification of financial issues, shows the linkages between specific plans and strategies and enhances transparency and accountability to the community.

The Plan includes operational and capital expenditure to progress initiatives in the sports infrastructure master plan including a new sports stadium development.

The Plan has been determined with reference to documentation released by the Auditor-General, the Institute of Public Works Engineering Australia and the working group established by the Local Government Financial and Asset Reform Project.



# Financial Management Strategy – 2033

## Overview of the Long-Term Financial Plan

	2021/22 Actual	2022/23 Actual	2023/24 Plan	2024/25 Plan	2025/26 Plan	2026/27 Plan	2027/28 Plan	2028/29 Plan	2029/30 Plan	2030/31 Plan	2031/32 Plan	2032/33 Plan
	\$M	\$M	\$M	\$M	\$M	\$M	\$M	\$M	\$M	\$M	\$M	\$M
Recurrent Revenue	45.07	48.85	49.05	49.24	48.73	48.92	49.10	49.34	49.58	49.85	50.15	50.49
Recurrent Expenses	41.34	44.16	46.03	47.62	48.24	48.77	48.89	48.70	48.69	48.87	48.69	48.66
Operating Result	3.72	4.70	3.02	1.63	0.48	0.14	0.21	0.64	0.89	0.97	1.47	1.83
Underlying Surplus/(Deficit)*	1.55	1.63	2.42	1.63	0.98	0.14	0.17	0.64	0.89	0.97	1.47	1.83
<b>Capital Expenditure:</b>												
Carry forwards	0.00	0.00	10.28	-0.72	0.05	1.91	0.14	0.03	0.04	0.00	0.06	-0.01
Renewal	6.70	7.79	10.01	13.42	15.73	8.66	7.83	7.60	9.74	9.22	8.84	9.39
New	5.95	6.62	3.83	17.87	14.30	2.31	3.69	3.73	1.19	1.73	1.48	1.11
<b>Total Capex</b>	12.65	14.41	24.12	30.57	30.09	12.88	11.65	11.36	10.97	10.95	10.38	10.49
<b>Cash Balance</b>	18.94	21.50	12.75	14.34	10.34	9.03	9.93	10.62	11.53	13.03	15.54	18.24

The above summary highlights the annual operating result, the underlying surplus/(deficit), the total estimated capital expenditure, split between renewal and new, and the anticipated cash balance at the end of each financial year. The summary includes the actual results for the 2021/22 and 2022/23 financial years, and projections for the following ten years.

The Plan identifies that Council will return an operating surplus and a small underlying surplus in all years of the Plan depicted.

Capital expenditure is in accordance with the current 10 year forward capital works program and Strategic Asset Management Plan.

The Long-Term Financial Plan considers the financial impact of the following services/commitments:

## Financial Management Strategy – 2033

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- operation of the paranapple centre, including the convention centre;
- progression of the Retail Stage of the LIVING CITY project;
- completion of the Devonport indoor sports stadium project; and
- ongoing maintenance and additional depreciation on all new capital expenditure.

### Financial Projections

The financial statements included in the Plan reflect the projected financial position of the Council over the next ten years

The Plan includes:

- Estimated Statement of Comprehensive Income
- Estimated Statement of Cash Flow
- Estimated Statement of Financial Position

### Opportunities/Challenges

The financial projections are based on current knowledge and may be impacted by future changes to operating conditions and Council decisions. The current economic outlook is of tightening financial conditions and subdued household consumption as higher interest rates and cost of living pressures weigh on real disposable incomes. It is important for Council to exercise cost control, plan carefully and to be agile enough to react to opportunities and impacts. By committing to meeting or exceeding the targets set in the FMS, Council should be in a position to continue to deliver services and to raise revenue in a consistent and equitable manner. Some of the other potential impacts on delivering on these financial targets are noted below.

### Population

The Plan assumes the City's population will continue to grow through to 2033. Council released its Residential Growth Strategy in 2022 which set an ambitious population target of 31,851 by 2033. This target has been supported by detailed analysis and planning to increase the available residential development opportunities, including re-zoning parcels of land ear marked for future development. The Actions in the Residential Growth Strategy provides the community with a means of increasing housing stock at a time when there is a shortage of housing on the northwest coast.

## Financial Management Strategy – 2033

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As a result of future development, rate revenue is predicted to grow each year, however the assumptions of increased revenue are deliberately conservative and based on actual growth in the past. Council will continue to take on gifted assets such as roads and stormwater from developments and subdivisions, which add to the maintenance and operational expenditure of Council as a whole. The growth in rate revenue and the increased costs associated with gifted assets has been factored into the Plan.

### Changing Demographics

The population mix has changed considerably over the last 30 years with the trend towards an aging population set to continue. This may impact on the services and programs offered and the facilities provided by Council. The general focus on health and wellbeing of the entire population, and not just the older members of the community, is creating demand for increased provision of walking/cycling tracks and sporting and recreational facilities.

The Plan does not include a change to the service levels and programs currently offered to take account of potential changing demographics.

### Government Policy

Council is currently reliant on both the Federal and State Governments for external grants. The amount of funding and the timing of funding is dependent on budget decisions at both the Federal and State level. Changes in government policy and the impact of cost shifting from one level of government to another can have major implications on the future financial sustainability of Council. It has been assumed that current government policy will remain constant over the life of the Plan.

### Climate Change

Council is facing potential impacts from climate change across several aspects of its operations which may impact on the Plan. These include:

- changes to the coastal environment and therefore appropriate development of these areas;
- changes to the size and use of parks and reserves surrounding vulnerable areas;
- lifestyle decisions by ratepayers, increased use of water tanks and the ability to reuse water and the potential related positive impact on the stormwater system;
- increased number and intensity of natural disasters such as storms and fires.

# Financial Management Strategy – 2033

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## Impact of COVID-19 Pandemic

As the management of COVID-19 is now being treated in a similar way to other respiratory viruses, the operational and financial impact on Council and the Community is limited.

Additional funding available from the federal government during the pandemic to stimulate the economy resulted in the completion of several construction-ready projects. The additional operational expenditure associated with these new assets has been allowed for in this plan.

## Indexation

All figures are expressed in current values. Revenue and expenses have not been indexed for CPI. Any increases in revenue or expenses are the result of a change in operations or service levels. It is acknowledged that some revenues and expenses will increase by more than CPI, however it has been assumed that other expenses will increase at a lower rate and these will offset over the term of the Plan.

# Financial Management Strategy – 2033

## Estimated Statement of Comprehensive Income

	2022 Actual	2023 Actual	2024 Plan	2025 Plan	2026 Plan	2027 Plan	2028 Plan	2029 Plan	2030 Plan	2031 Plan	2032 Plan	2033 Plan
	'\$000	'\$000	'\$000	'\$000	'\$000	'\$000	'\$000	'\$000	\$000	\$000	\$000	\$000
<b>Recurrent income</b>												
Rates and service charges	30,310	31,714	33,614	33,814	34,014	34,214	34,414	34,614	34,814	35,014	35,214	35,414
Fees and charges	6,785	7,631	7,387	7,727	7,727	8,067	8,067	8,067	8,067	8,067	8,067	8,067
Government Grants	3,504	4,387	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325
Contributions	63	168	51	30	30	30	30	30	30	30	30	30
Investment revenue	3,075	3,769	3,709	3,377	2,665	2,362	2,299	2,337	2,378	2,442	2,549	2,689
Other revenue	1,330	1,183	968	968	968	968	968	968	968	968	968	968
<b>Total recurrent income</b>	<b>45,067</b>	<b>48,852</b>	<b>49,055</b>	<b>49,241</b>	<b>48,729</b>	<b>48,966</b>	<b>49,103</b>	<b>49,341</b>	<b>49,582</b>	<b>49,846</b>	<b>50,153</b>	<b>50,493</b>
<b>Recurrent expenses</b>												
Employee costs	13,354	13,931	14,800	14,889	14,961	14,973	14,991	15,010	15,016	15,025	15,032	15,038
Materials and services	12,535	13,918	14,368	14,457	14,529	14,541	14,809	14,578	14,584	14,593	14,600	14,606
Depreciation	9,969	9,940	10,441	10,764	10,981	11,018	11,073	11,098	11,116	11,142	11,165	11,182
Finance costs	917	1,253	1,323	1,313	1,581	2,277	2,237	2,231	2,191	2,149	2,107	2,056
Levies & taxes	4,000	4,412	4,559	4,898	4,898	5,238	5,238	5,238	5,238	5,238	5,238	5,238
Other expenses	1,047	1,341	1,253	2,003	2,003	1,433	1,253	1,253	1,253	1,433	1,253	1,253
Internal charges	(478)	(639)	(709)	(709)	(709)	(709)	(709)	(709)	(709)	(709)	(709)	(709)
<b>Total expenses</b>	<b>41,345</b>	<b>44,156</b>	<b>46,035</b>	<b>47,615</b>	<b>48,244</b>	<b>48,771</b>	<b>48,892</b>	<b>48,699</b>	<b>48,689</b>	<b>48,871</b>	<b>48,686</b>	<b>48,664</b>
<b>Surplus/(Deficit) before Capital Items</b>	<b>3,722</b>	<b>4,696</b>	<b>3,020</b>	<b>1,626</b>	<b>485</b>	<b>194</b>	<b>211</b>	<b>642</b>	<b>893</b>	<b>975</b>	<b>1,467</b>	<b>1,829</b>
<b>Capital Items</b>												
Net Gain/(Loss) on disposal of assets	(2,068)	(2,258)	(600)	-	500	-	(45)	-	-	-	-	-
Capital Grants & Contributions	8,877	6,731	3,726	21,516	14,661	1,111	1,055	1,105	705	1,205	1,180	1,180
Change in Value - Investments	2,325	2,679	-	-	-	-	-	-	-	-	-	-
<b>Net Surplus/(Deficit)</b>	<b>12,856</b>	<b>11,848</b>	<b>6,146</b>	<b>23,142</b>	<b>15,646</b>	<b>1,305</b>	<b>1,221</b>	<b>1,747</b>	<b>1,598</b>	<b>2,180</b>	<b>2,647</b>	<b>3,009</b>



# Financial Management Strategy – 2033

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## General Assumptions

### Indexation

All data is expressed at current value, that is, data relating to prior years is as stated in the Annual Report for that year and all projections are expressed in 2023/24 values. Revenue and expenses have not been indexed for CPI. Any changes in revenue or expenses in excess of or below CPI are explained below.

### Rounding

All amounts in the Plan are rounded to the nearest \$1,000. Any rounding errors have been corrected in the Plan.

## Specific Assumptions

### Rate & Service Charges

Council currently has two rating categories – general and service rates.

General rates are levied based on the Annual Assessed Value of properties, as determined by the Valuer General. Council adopts differential rating based on the use of the property/land.

The service rates cover waste management.

Devonport was subject to a municipal wide revaluation during the 2021/22 financial year, by the Valuer-General. This data was used when applying rates for the 2022/23 year and will be used in subsequent years until the next municipal wide revaluation. The change in values across property classes has led Council to introduce change caps for residential, primary production and vacant land asset classifications. These caps will be reviewed each year as part of the annual budget process.

Supplementary rates are included in each year and take into account both historical trends, predictions for future population growth and construction in the CBD in relation to LIVING CITY. The Plan includes additional rate revenue in 2023/24 in relation to the completion of the waterfront hotel development.

## Financial Management Strategy – 2033

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The State Government Waste Levy was introduced in July 2022, starting at \$20 per tonne and increasing over 5 years to \$60 per tonne. Council incurs this levy on each tonne of landfill waste, whether it be collected at kerbside or from Waste Transfer Station deliveries. As a result, this levy plus annual cost increases will be reflected in annual increases to the residential waste management charge and through increases to gate fees at the transfer station.

### Fees and Charges

This category covers a wide range of Council services including revenue from:

- planning and development applications;
- transfer station fees;
- animal registrations;
- parking fees and fines;
- revenue from the paranple convention centre;
- rental revenue; and
- admission fees relating to various Council owned facilities, e.g., Devonport Recreation Centre and the paranple Arts Centre, etc.

All changes to rental income from commercial properties have been factored into the Plan.

Other levels of fees and charges are anticipated to remain constant over the Plan.

Increases to gate fees at the Waste Transfer Station have been factored into annual budgets in line with increases to the Waste Levy by the state government.

### Grant Income

Operating grants are received from both the State and Federal Government for the purpose of delivering Council services.

The main source of grant revenue is from the State Grants Commission (SGC) in the form of Financial Assistance Grants (FAG).

## Financial Management Strategy – 2033

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From the 2023/24 year onwards, the level of FAG revenue has been maintained at the 2023/24 forecast level, that is, no increase has been factored into the Plan for this item of revenue.

### Investment Revenue

#### Interest Income

Interest on investments has been calculated on the estimated average cash balance. Historically, cash levels are higher in the first half of the financial year than in the second, due to the timing of rate receipts and Council's capital expenditure program. Interest Income fluctuates over the term of the Plan due to changing investment balances and interest rates applied.

#### Dividends Received

Dividends from TasWater are based on the entities' forward estimates. The annual dividend from TasWater is estimated to be \$1,092,000 , with a special dividend of \$218,400 forecast to be paid annually until 2025/26

Distribution from Dulverton Regional Waste Management Authority based on the latest advice received from the entity.

### Other Revenue

This category includes commission received through operations of the parnaple Arts Centre, recoveries from the Monetary Penalties Enforcement Service, and minor sundry income.

### Service Levels and New Developments

The Plan assumes existing service levels will remain constant throughout the period. As stated in the Introduction, expenditure on new capital will result in increased operational expenditure in the future. Allowance has been made for the additional operating, maintenance and depreciation costs associated with capital expenditure on new assets.

Maintenance costs on these developments and any other new capital expenditure has been allowed for at the following rates:

- Roads & Stormwater 1.0% of new capital expenditure; and
- Facilities and Open Space 1.0% of new capital expenditure.

## Financial Management Strategy – 2033

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The additional maintenance costs have been allocated evenly across employee benefits and general materials. This allows for a real increase in the number of employees and an increase in the cost of materials due to additional materials being required to undertake this additional work.

Council is consistently focused on ensuring services are delivered as efficiently and effectively as possible. This involves regular reviews of service levels and the method of delivery to ensure costs are kept at sustainable levels.

### Employee Benefits

Employee benefits include salaries and wages and all employment related expenses including payroll tax, employer superannuation, leave entitlements, fringe benefits tax, workers compensation insurance and professional development.

Employee benefits increase annually over the duration of the Plan and represent the increased maintenance required on new capital expenditure. The additional employee numbers to perform these maintenance tasks have not been quantified, however the costs are relative to historical data.

### Materials and Services

This category of expenditure covers a wide range of costs and represents the majority of Council's day to day operational expenditure. Despite constant cost increases, the cost management culture evolving throughout Council aims to maintain the level of expenditure in materials and services costs in line with CPI, with adjustments only being made for known variances. These include:

- timing of expenditure for increased valuation costs;
- expenditure in relation to local government elections.

This category also includes the additional cost of materials associated with maintenance of new capital expenditure.

### Depreciation

Depreciation expense is based on the current written down value of property, plant and equipment, increased for new capital additions. The asset base has not been indexed or revalued in this Plan so as to remain consistent in the presentation of figures in real dollar terms.

## Financial Management Strategy – 2033

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The amount of depreciation is expected to increase at a rate of approximately 1.5% of the value of the related year's capital expenditure estimates, and as such depreciation costs will continually increase over the life of the Plan.

Depreciation is expected to increase as a result of new buildings and infrastructure.

### Finance Costs

Finance costs include interest expense on borrowings and general bank charges across Council accounts. Interest expense over the period of the Plan is based on existing debt requirements. Current borrowings of \$45.5M include a fixed rate loan of \$15M that matures in 2041, a fixed rate loan with a current balance of \$18.9M and a variable rate loan of \$11.6M. The forecast principal that will require refinancing in 2026 is \$27.7M. The plan assumes that Council will be able to refinance this portion of debt at a rate of 6.43% and that the refinanced loan will be paid over a 30 year period.

### Levies and Taxes

Council rates, land taxes and fire service levies are included in this category of expenditure. Council rates are shown on Council owned properties to reflect the total cost of operating these facilities. Land tax and fire service levies are based on the assessment received from the State Government.

While Council is planning to dispose of surplus properties, it is not anticipated that the sales will have a material impact on the level of rates or land tax.

The state government has introduced a waste levy in Tasmania, effective from 1 July 2022. The levy commenced at \$20 per tonne of waste to landfill and increases to \$60 per tonne after 5 years. Council has determined to increase the waste management charge imposed on ratepayers and increase fees at the Waste Transfer Station to cover the levy. These increases are included in the LTFP. Council will also offer ratepayers alternative services to decrease the amount of waste delivered to landfill each year such as the introduction of a Food Organics and Garden Organics collection from 2024.

### Other Expenses

This category includes expenses relating to elected members, donations and sponsorships payable to community organisations and rate remissions.



## Financial Management Strategy – 2033

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It is expected that these costs will remain constant over the life of the Plan except for additional costs to cover the holding of Council elections.

Council has made an in-principal and conditional commitment to provide a \$1.5m contribution towards the upgrade of facilities at the Valley Road sporting complex. This plan includes the contribution in the 2024/25 and 2025/26 financial years.

### Internal Charges

The balance shown in this category represents internal charges for plant hire, allocation of employee on-costs and distribution of overheads for the Infrastructure and Works Department applicable to capital jobs.

The dollar amount recharged to capital jobs is directly related to the amount of time Council staff spend on capital jobs.

### Capital Grants

The plan includes capital grants associated with capital expenditure as contained in the 10 year capital works program and assumes that this capital funding will be secured.

### LIVING CITY Project

Council is committed to progressing the LIVING CITY Masterplan and this Strategy reflects the estimated income and expenditure for the project as is known at the time of writing.

Revenue includes all current rental income in relation to the strategic properties purchased and/or constructed as part of the project and all holding costs. Assets and borrowings in relation to the project are reflected in the Estimated Statement of Financial Position.

The following assumptions relate specifically to LIVING CITY:

- It is assumed that Council will dispose of property for \$565,000 in 2023/24; \$1,000,000 in 2025/26 and \$1,000,000 in 2027/28

# Financial Management Strategy – 2033

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## **Sporting Infrastructure Investment**

Council is committed to progressing the high-priority initiatives contained in the Sports Infrastructure Masterplan, including the construction of a new, multi-court indoor Sports Stadium facility to support growth in community participation and demand, and the co-location of Basketball and Netball into a shared facility.

Council has received \$26.2m in funding commitments from the Federal Government towards the delivery of priority projects, including the Stadium project which is estimated to commence construction during the 2024 calendar year. Additional funding commitments are being sought from the State Government to support the integration of high-performance and regional facility provisions into the project scope.

- In addition to the Capital investment noted above, Council has made an in-principal and conditional commitment to provide a \$1.5m contribution towards the upgrade of facilities at the Valley Road complex.
- The Council is yet to determine the future of existing assets and land that may become surplus to requirements as part of the Stadium co-location project.
- This plan allows for a 2% increase in operating expenses and a 1.5% increase in depreciation, based on new asset expenditure estimates.

# Financial Management Strategy – 2033

## Estimated Statement of Cash Flows

	2022 Actual	2023 Actual	2024 Plan	2025 Plan	2026 Plan	2027 Plan	2028 Plan	2029 Plan	2030 Plan	2031 Plan	2032 Plan	2033 Plan
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Cash Flows from Operating Activities</b>												
<b>Receipts</b>												
Rates and user charges	36,957	39,931	40,492	41,032	41,232	41,772	41,972	42,172	42,372	42,572	42,772	42,972
Government grants	3,667	4,302	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325
Refund of GST tax credits	1,772	-	-	-	-	-	-	-	-	-	-	-
Interest	24	857	900	677	616	531	468	506	547	611	718	858
Contributions	63	178	51	30	30	30	30	30	30	30	30	30
Other receipts	1,353	3,145	968	968	968	968	968	968	968	968	968	968
<b>Total Receipts</b>	<b>43,836</b>	<b>48,413</b>	<b>45,736</b>	<b>46,032</b>	<b>46,171</b>	<b>46,626</b>	<b>46,763</b>	<b>47,001</b>	<b>47,242</b>	<b>47,506</b>	<b>47,813</b>	<b>48,153</b>
<b>Payments</b>												
Employee & supplier costs	31,433	33,994	32,509	33,026	33,170	33,534	33,820	33,608	33,620	33,638	33,652	33,664
Borrowing costs	910	1,253	1,323	1,303	1,573	2,271	2,231	2,194	2,154	2,112	2,071	2,020
Other expenses	905	1,710	1,253	2,003	2,003	1,433	1,253	1,253	1,253	1,433	1,253	1,253
<b>Total Payments</b>	<b>33,248</b>	<b>36,957</b>	<b>35,085</b>	<b>36,332</b>	<b>36,746</b>	<b>37,238</b>	<b>37,304</b>	<b>37,055</b>	<b>37,027</b>	<b>37,183</b>	<b>36,976</b>	<b>36,937</b>
<b>Net Cash from operating activities</b>	<b>10,588</b>	<b>11,456</b>	<b>10,651</b>	<b>9,700</b>	<b>9,425</b>	<b>9,388</b>	<b>9,459</b>	<b>9,946</b>	<b>10,215</b>	<b>10,323</b>	<b>10,837</b>	<b>11,216</b>
<b>Cash Flows from Investing Activities</b>												
<b>Receipts</b>												
Proceeds from sale of non current assets	350	220	257	200	1,200	200	1,200	200	200	200	200	200
Capital grants	5,860	4,423	3,726	21,516	14,661	1,111	1,055	1,105	705	1,205	1,180	1,180
Capital contributions	-	-	-	-	-	-	-	-	-	-	-	-
Investment revenue from TasWater	1,310	1,310	1,310	1,310	1,310	1,092	1,092	1,092	1,092	1,092	1,092	1,092
Dividend revenue	287	287	302	300	300	300	300	300	300	300	300	300
Other Investments	524	372	269	269	269	269	269	269	269	269	269	269
Loans to community organisations	26	28	23	40	26	31	30	31	32	34	35	-
<b>Payments</b>												
Carry forwards	-	-	(10,275)	717	(53)	(1,912)	(136)	(32)	(44)	(2)	(63)	12
Asset renewals	(6,700)	(7,790)	(10,014)	(13,415)	(15,734)	(8,655)	(7,826)	(7,596)	(9,735)	(9,217)	(8,841)	(9,388)
New assets	(5,947)	(6,622)	(3,826)	(17,870)	(14,303)	(2,311)	(3,688)	(3,734)	(1,191)	(1,728)	(1,481)	(1,114)
<b>Net Cash used in investing activities</b>	<b>(4,290)</b>	<b>(7,772)</b>	<b>(18,228)</b>	<b>(6,933)</b>	<b>(12,324)</b>	<b>(9,876)</b>	<b>(7,704)</b>	<b>(8,365)</b>	<b>(8,372)</b>	<b>(7,847)</b>	<b>(7,309)</b>	<b>(7,449)</b>
<b>Cash Flows from Financing Activities</b>												
<b>Receipts</b>												
New loans	-	-	-	-	-	-	-	-	-	-	-	-
<b>Payments</b>												
Lease repayments	-	(41)	(65)	(65)	(65)	(65)	(65)	(65)	(65)	(65)	(65)	(65)
Loan principal repayments	(1,073)	(1,088)	(1,103)	(1,120)	(1,033)	(751)	(792)	(828)	(868)	(910)	(951)	(1,002)
<b>Net Cash from (or used in) financing activities</b>	<b>(1,073)</b>	<b>(1,129)</b>	<b>(1,168)</b>	<b>(1,185)</b>	<b>(1,098)</b>	<b>(816)</b>	<b>(857)</b>	<b>(893)</b>	<b>(933)</b>	<b>(975)</b>	<b>(1,016)</b>	<b>(1,067)</b>
<b>Net Increase/(Decrease) in cash held</b>	<b>5,225</b>	<b>2,555</b>	<b>(8,746)</b>	<b>1,581</b>	<b>(3,997)</b>	<b>(1,304)</b>	<b>898</b>	<b>688</b>	<b>910</b>	<b>1,500</b>	<b>2,512</b>	<b>2,699</b>
Cash at beginning of reporting period	13,720	18,945	21,500	12,754	14,335	10,338	9,034	9,932	10,619	11,529	13,029	15,541
<b>Cash at end of reporting period</b>	<b>18,945</b>	<b>21,500</b>	<b>12,754</b>	<b>14,335</b>	<b>10,338</b>	<b>9,034</b>	<b>9,932</b>	<b>10,619</b>	<b>11,529</b>	<b>13,029</b>	<b>15,541</b>	<b>18,241</b>

## Financial Management Strategy – 2033

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### **Sale of Assets**

The statement includes proceeds of \$4,565,000 over 10 years from sale of assets and plant and equipment.

### **Capital Works**

The capital expenditure shown in the statement is split between expenditure on renewals and new capital projects as per the 10 year capital works program.

### **Borrowings**

In accordance with its debt management strategy, Council has secured fixed payment terms out to 20 years, with Council's net finance costs well below the target set for Net Interest Cost Ratio. There are no new borrowings proposed as part of the 2023/24 budget.

# Financial Management Strategy – 2033

## Estimated Statement of Financial Position

	2022 Actual	2023 Actual	2024 Plan	2025 Plan	2026 Plan	2027 Plan	2028 Plan	2029 Plan	2030 Plan	2031 Plan	2032 Plan	2033 Plan
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Assets</b>												
<b>Current Assets</b>												
Cash and cash equivalents	18,945	21,500	12,754	14,335	10,338	9,034	9,932	10,620	11,530	13,030	15,542	18,241
Receivables	4,346	4,416	3,688	3,689	3,689	3,688	3,687	3,688	3,689	3,690	3,688	3,691
Other Assets	416	504	175	175	176	177	179	178	176	176	177	177
Leasehold Improvements												
Available for Sale Assets	897	270	-	-	-	-	-	-	-	-	-	-
<b>Total Current Assets</b>	<b>24,604</b>	<b>26,690</b>	<b>16,617</b>	<b>18,199</b>	<b>14,203</b>	<b>12,899</b>	<b>13,798</b>	<b>14,486</b>	<b>15,395</b>	<b>16,896</b>	<b>19,407</b>	<b>22,109</b>
<b>Non-current Assets</b>												
Capital works in progress	-	-	-	-	-	-	-	-	-	-	-	-
Right-of-use-assets	727	770	805	750	693	634	575	547	519	491	462	433
Receivables	288	282	259	219	193	162	132	101	69	35	-	-
Investment in associates	11,235	12,584	14,945	15,766	15,936	16,106	16,276	16,446	16,616	16,786	16,956	17,126
Investment in TasWater	85,293	87,972	87,972	87,972	87,972	87,972	87,972	87,972	87,972	87,972	87,972	87,972
Property, plant and equipment	551,697	583,221	596,039	615,697	634,162	635,881	635,271	635,363	635,045	634,678	633,727	632,863
<b>Total Non-current Assets</b>	<b>649,240</b>	<b>684,829</b>	<b>700,020</b>	<b>720,404</b>	<b>738,956</b>	<b>740,755</b>	<b>740,226</b>	<b>740,429</b>	<b>740,221</b>	<b>739,962</b>	<b>739,117</b>	<b>738,394</b>
<b>Total Assets</b>	<b>673,844</b>	<b>711,519</b>	<b>716,637</b>	<b>738,603</b>	<b>753,159</b>	<b>753,654</b>	<b>754,024</b>	<b>754,915</b>	<b>755,616</b>	<b>756,858</b>	<b>758,524</b>	<b>760,503</b>
<b>Liabilities</b>												
<b>Current Liabilities</b>												
Payables	4,014	3,322	3,322	3,322	3,322	3,322	3,322	3,322	3,322	3,322	3,322	3,322
Provisions	2,637	2,552	2,552	2,552	2,552	2,552	2,552	2,552	2,552	2,552	2,552	2,552
Lease liabilities	26	48	57	57	57	57	29	29	29	29	29	29
Contract liabilities	1,621	1,901	600	600	600	600	600	600	600	600	600	600
Financial liabilities	1,089	1,103	1,120	1,033	751	792	828	868	910	951	1,002	1,038
<b>Total Current Liabilities</b>	<b>9,387</b>	<b>8,926</b>	<b>7,651</b>	<b>7,564</b>	<b>7,282</b>	<b>7,323</b>	<b>7,331</b>	<b>7,371</b>	<b>7,413</b>	<b>7,454</b>	<b>7,505</b>	<b>7,541</b>
<b>Non-current Liabilities</b>												
Provisions	336	394	325	325	325	325	325	325	325	325	325	325
Income Received in Advance		-	-	-	-	-	-	-	-	-	-	-
Lease liabilities	710	745	748	693	636	577	546	518	490	462	433	404
Other financial liabilities	-	-	-	-	-	-	-	-	-	-	-	-
Financial liabilities	45,774	44,672	43,552	42,518	41,767	40,975	40,147	39,279	38,369	37,418	36,415	35,378
<b>Total Non-current Liabilities</b>	<b>46,820</b>	<b>45,811</b>	<b>44,625</b>	<b>43,536</b>	<b>42,728</b>	<b>41,877</b>	<b>41,018</b>	<b>40,122</b>	<b>39,184</b>	<b>38,205</b>	<b>37,173</b>	<b>36,107</b>
<b>Total Liabilities</b>	<b>56,207</b>	<b>54,737</b>	<b>52,276</b>	<b>51,100</b>	<b>50,010</b>	<b>49,200</b>	<b>48,349</b>	<b>47,493</b>	<b>46,597</b>	<b>45,659</b>	<b>44,678</b>	<b>43,648</b>
<b>Net Assets</b>	<b>617,637</b>	<b>656,782</b>	<b>664,361</b>	<b>687,503</b>	<b>703,149</b>	<b>704,454</b>	<b>705,675</b>	<b>707,422</b>	<b>709,019</b>	<b>711,199</b>	<b>713,846</b>	<b>716,855</b>
<b>Equity</b>												
Accumulated Surplus	236,422	245,591	251,737	274,879	290,525	291,830	293,051	294,798	296,395	298,575	301,222	304,231
Asset Revaluation Reserves	372,319	399,616	401,049	401,049	401,049	401,049	401,049	401,049	401,049	401,049	401,049	401,049
Other Reserves	8,896	11,575	11,575	11,575	11,575	11,575	11,575	11,575	11,575	11,575	11,575	11,575
<b>Total Equity</b>	<b>617,637</b>	<b>656,782</b>	<b>664,361</b>	<b>687,503</b>	<b>703,149</b>	<b>704,454</b>	<b>705,675</b>	<b>707,422</b>	<b>709,019</b>	<b>711,199</b>	<b>713,846</b>	<b>716,855</b>



## Financial Management Strategy – 2033

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### **Cash & Cash Equivalents**

The cash balance has been derived from the Estimated Statement of Cash Flow. The cash balance has not been discounted for the effect of inflation and is shown in today's dollars. The level of cash considered adequate to cover 3-6 months of operating and financing payments is a cash balance of between \$9M and \$18M. The cash balance over the period of the plan is estimated to be within the target range.

### **Capital Work in Progress**

This balance relates to capital projects that span more than one financial year.

### **Investment in Associates and TasWater**

A small increase in the value of investment in Dulverton Regional Waste Management Authority has been factored into the Plan. This assumption is based on the forecast Statement of Financial Position as advised. It is assumed that the investment in TasWater will remain constant.

### **Property, Plant & Equipment**

Capital expenditure on new assets and on renewal of existing assets is in accordance with the 10 year capital works program

The balance takes into account any disposals of assets, contributed assets and depreciation of the existing asset base as well as additions.

### **Financial Liabilities**

The actual debt balance following the completion of LIVING CITY Stage 1 has been included in the Plan. It is not anticipated that Council will borrow any further over the term of the Plan. All scheduled principal repayments have been included in the Plan.

# Attachment 6.3.1 Current and Previous Minutes Resolutions - November 2023

Current and Previous Minutes Resolutions - November 2023					
Meeting Date	Resolution No.	Item	Status	Assignees	Action Taken
27/03/2023	23/56	Improved Access to Coles Beach (Back Beach)	In progress	Infrastructure Manager	Project scoped and proposed for inclusion in the 2024 Capital Budget using allocated LRCI funding. 16/10/2023 Jason Bellchambers Design completed and awaiting Crown Land approval for commencement. 20/11/2023 Jason Bellchambers Crown approval received. Construction of the new beach accesses commenced.
24/04/2023	23/78	Urban Art Free Wall	In progress	Convention & Arts Centre Manager	Will develop guidelines and online application
26/06/2023	23/126	Sporting Infrastructure Priority Investments	In progress	Executive Officer	Grant funding details provided to the Federal Government. Awaiting draft funding agreement for review. Commenced detailed stakeholder briefing and engagements with all associated sporting clubs and codes.
25/09/2023	23/187	Notice of Motion - Request for Report on Higher Density Housing - Cr S Sheehan	In progress	General Manager	Research and investigation underway in preparation for a report to Council.
23/10/2023	23/215	Don Reserve Environmental Management Plan 2023-28	In progress	Executive Officer - Projects	Plan placed on Council's website. Working Group Terms of Reference under development.
27/11/2023	23/225	Confirmation of Previous Minutes	Completed	Governance Officer	Minutes noted
27/11/2023	23/226	Questions on Notice from the Public	Completed	Governance Officer	Noted
27/11/2023	23/227	Tender Report Supply & Delivery Road Maintenance Truck	Completed	Assets and Technical Services Coordi	Contract awarded
27/11/2023	23/228	Tender Report Contract CE0020 Devonport Oval LED Scoreboard	Completed	Assets and Technical Services Coordi	Documents signed and sent.
27/11/2023	23/229	Sound and Light Show Tender Report	Not yet started	Infrastructure Manager	Tenders for CPO198 Sound and Light Show Contraction and CP0249-02 Sound and Light Show Equipment awarded
27/11/2023	23/230	Tender Report - Devonport Stadium Sub-consultants	Deferred	Executive Manager	Tender CB0129 Devonport Stadium Consultants - decision deferred
27/11/2023	23/231	Workshops and Briefing Sessions held since the last Council Meeting	Completed	Executive Coordinator	05/12/2023 Chris Delphin Received and noted
27/11/2023	23/232	Cradle Coast Waste Management Group (CCWMG) 2022/23 Annual Report	Completed	Executive Coordinator	05/12/2023 Chris Delphin Received and noted
27/11/2023	23/233	Mayor's Monthly Report	Completed	Governance Officer	05/12/2023 Chris Delphin Received and noted
27/11/2023	23/234	General Manager's Report	Completed	Executive Coordinator	06/12/2023 Claire Jordan Council's response to Proposed Development Assessment Panel Framework sent to DPAC.
27/11/2023	23/235	Monthly Operational Report - October 2023	Completed	Governance Officer	05/12/2023 Chris Delphin Received and noted.

18 December 2023

The Director  
Office of Local Government  
Department of Premier and Cabinet  
GPO Box 123  
Hobart Tas 7001

Email: [lgconsultation@dpac.tas.gov.au](mailto:lgconsultation@dpac.tas.gov.au)

Dear Sir/Madam

**Managing conflicts of interest of councillors**

Thank you for the opportunity to provide feedback on the discussion paper relating to the proposed managing conflicts of interests of councillors framework proposal. Below are the comments from the Devonport City Council endorsed during its meeting on 18 December 2023.

Proposed Change	Devonport City Council Comment
Classifying Interests as either actual, perceived or potential	<p>Increased clarity and greater definition regarding the types of conflicts of interest is supported and will be a significant improvement on the status quo.</p> <p>Aligning all conflicts under the Local Government Act (the Act) and excluding regulation through the Code of Conduct is supported.</p> <p>Clarity is required regarding lag time in relation to conflicts of interest. For example, if a Councillor resigns from a Board, does that conflict no longer exist from that date?</p>
Disclosure and management of conflicts of interest	<p>The practicalities of restricting deliberative material and information to councillors with an actual interest would be difficult. The requirement to restrict material should be limited and only occur where it is not publicly available (i.e. closed session item) and only where access to the information would provide an advantage or gain.</p> <p>Powers allowing the council to overturn a councillors decision to participate are supported.</p>
Personal Interest Returns	<p>The introduction of a requirement for councillors to lodge a Personal Interest Return (PIR) is supported in principle, however further consideration as to the extent of items required for disclosure should occur,</p>

	<p>with the current list considered overly excessive (i.e. the personal debts of a spouse).</p> <p>The requirement to disclose gifts, travel, hospitality etc. as noted in Appendix A should be excluded as this information is captured with requirements in existing legislation.</p> <p>Proactive Management Plan (PMP) model templates should be produced by the Office of Local Government to ensure consistency across the sector.</p> <p>Specific details of the PIP &amp; PMP, regarding monetary values, income details etc. as suggested in the discussion paper must be exempt from public disclosure.</p>
Complaints, penalties & deterrents	<p>The role of the General Manager in the complaint process should be like that which currently occurs for a Code of Conduct complaint. The General Manager's assessment should be limited to the complaint process and not require determination on the merit of the complaint.</p>
Other Comments	<p>A definition on "deliberative material" would be beneficial.</p>

Please don't hesitate to contact me if you require any further clarification.

Your sincerely

Matthew Atkins  
GENERAL MANAGER



## Owners Representatives Group General Meeting

held on Wednesday 22 November, 2023 at 10:30am at  
Peppers Silo Hotel, 89-91 Lindsay Street, Launceston and via video conference

### Minutes

#### Attendees

Owners' Representatives and Proxies			
Mayor Wayne Johnston, Chief Owners' Representative	Mayor Sally Doyle	Mayor Kate Haberle	Mayor Kerry Vincent
Cllr Tony Bisdee	Mayor Michelle Dracoulis	Cllr Richard Ireland	Comm Andrew Wardlaw
Mayor Brendan Blomeley	Mayor Cheryl Fuller	Cllr Kelly Spaulding	John Brown, General Manager
Sarah Christopher	Mayor Leigh Gray	Mayor Bec Thomas	Simon Overland, General Manager
Councillor David Meacheam	Matthew Atkins, General Manager	Shane Power, General Manager	Greg Ingham, General Manager
Gary Arnold, General Manager	Deputy Mayor Janet Lambert	Shane Crawford, General Manager	David Midson, General Manager
Others in attendance			
Dr Stephen Gumley AO, Board Chairman	Matt Balfe, GM Customer & Community	Callan Paske, Head of Communications & Engagement	Lachlan Kranz, Acting GM, Huon Valley Council
Sally Darke, Director	Kate Crawford, General Counsel/Company Secretary	Stephanie Collins, Deputy General Counsel	John Marik, GM, Dorset Council
Tony Kelly, Director	Kane Ingram, CFO	Alyson Ainscough, Governance & Compliance Specialist	Tony McMullen, GM, Glenorchy City Council
Helen Locher, Director	Matt Derbyshire, GM Sustainable Infrastructure Services	Rodney Gretton, Legal Counsel	Cllr Michael Smith, Central Coast Council
Joanne Pearson, Director	Joanna Giannini, GM People, Culture & Safety	Ben Morris, LGAT	
Kevin Young, Director	Tony Willmott, GM Project Delivery	Jeff Tongs, Tasmanian Audit Office	
George Theo, CEO	Brendan Windmeyer, GM Service Delivery	Mayor Marcus Blackie, King Island Council	

#### Proxies held for this meeting

John Brown, General Manager	Break O'Day Council
Simon Overland, General Manager	Burnie City Council
Councillor David Meacheam	Central Highlands Council
Matthew Atkins, General Manager	Devonport City Council
Shane Power, General Manager	George Town Council
Greg Ingham, General Manager	Glamorgan Spring Bay Council



Gary Arnold, General Manager	Kingborough Council
Deputy Mayor Janet Lambert	Northern Midlands Council
Shane Crawford, General Manager	Waratah-Wynyard Council
David Midson, General Manager	West Coast Council

### Welcome

The Chair provided an Acknowledgment of Country and welcomed Owners' Representatives and guests to the meeting.

### Quorum

The Company Secretary confirmed that a quorum was present.

### 1. Apologies

Representative	Council/other body
Mayor Mick Tucker	Break O'Day Council
Mayor Teeny Brumby	Burnie City Council
Deputy Mayor Jim Allwright	Central Highlands Council
Mayor Gerard Blizzard	Circular Head Council
Vanessa Adams, General Manager	Circular Head Council
Ian Nelson, General Manager	Clarence City Council
Mayor Cheryl Arnol	Glamorgan Spring Bay Council
Mayor Alison Jarman	Devonport City Council
Councillor Garry Blenkhorn	Flinders Island Council
Mayor Greg Keiser	George Town Council
Councillor Neil Edwards	Glamorgan Spring Bay Council
Mayor Ben Lohberger	Hobart City Council
Deputy Mayor Vernon Philbey	King Island Council
Mayor Cr Paula Wriedt	Kingborough Council
Mayor Peter Freshney	Latrobe Council
Mayor Matthew Garwood	Launceston City Council
Michael Stretton, CEO	Launceston City Council
Councillor Hugh McKenzie	Launceston City Council
Shane Eberhardt, Acting CEO	Launceston City Council
Mayor Mary Knowles OAM	Northern Midlands Council
Mayor Shane Pitt	West Coast Council
Jonathan Harmey, General Manager	Meander Valley Council

### 2. Declaration of interests

No other interests were declared.

### 3. Confirmation of Minutes

#### RESOLUTION:

*That the Owners' Representatives:*

- 1. Noted the Register of Interests and any further declarations made at the meeting and*
- 2. Adopted the Minutes of the meeting held on 26 June 2023 as a true and accurate record.*

Moved: Mayor Brendan Blomeley, Clarence City Council

Seconded: Councillor Tony Bisdee, Southern Midlands Council

**Carried.**

#### **4. Chief Owners' Representative's Report**

The Chief Owners' Representative provided a verbal update on the activities of the Board Selection Committee:

- The Chief Representative acknowledged the outgoing Directors Nick Burrows who was Chair of the Audit and Risk Committee and retired in September 2023 and Sally Darke the Chair of the People, Culture and Community Committee who will retire in February 2024.
- The Chief Representative thanked Director Burrows and Darke for their years of dedication to the Board and wished them well for the future.
- The Chief Representative advised that the Board Selection Committee have recruited and appointed two new Directors, Kathryn Westwood who commences in December 2023 and Yvonne Rundle who will commence in March 2024. It was noted that the appointments meant that the TasWater Board had its greatest level of diversity since inception, with more women than men.

The TasWater Board and executive team were introduced to the owners.

#### **5. Chair's Update**

The Board Chair spoke to a presentation, highlighting:

- TasWater celebrated 10 years in operation serving the Tasmanian community. In this time a \$1.5 billion capital infrastructure program delivered improved services and improved environmental outcomes for Tasmania. This included the 24 glasses program that removed boiled water alerts and provided safe drinking water to regional communities.
- TasWater have commenced installing district metered areas (DMA) which is a two-year program at a cost of \$4 million and will ultimately connect 227 DMAs, with 68 DMA meters installed in this financial year. This program will address water leaks. In the last financial year an estimated 1.1 billion litres of water was saved.
- The current capital works program will invest \$1.5 billion over the next 5 years doubling what was invested in our first 10 years of operation. The program will address legacy network issues which will improve reliability of services to our customers.
- Price increases over the last two years have been below inflation and are set for the term of the Price and Service Plan, providing surety for TasWater's customers.

#### **RESOLUTION:**

***That the Owners' Representatives:***

- 1. Noted the Chief Owners' Representative's report and***
- 2. Noted the Chair's Update***

Moved: Mayor Michelle Dracoulis, Derwent Valley Council

Seconded: Councillor Kerry Spaulding, Tasman Council

**Carried.**

#### **6. Chief Executive Officer Matters for Consideration**

##### **6a. TasWater Annual Report FY2022/23**

The CEO spoke to a presentation and the executive team provided insights into the Annual Report. The CEO noted that Management would be pleased to answer any questions.

Sorell Council queried TasWater's future land use strategy relating to large growth areas. Management clarified that TasWater's master plans are informed by council and state planning schemes and noted TasWater intended to continue to consult with Council planning teams in development of its master plans.

Dorset Council acknowledged TasWater's completion of the Pioneer water supply project and proposed that Council work with TasWater to focus on improving water supply to the Bridport area. Management advised that TasWater is considering all available options for Scottsdale and Bridport within its capital program, acknowledging reliance on rain and changing weather patterns is challenging. Management also acknowledged its willingness to continue to work with Councils on issues of concern to their communities.

Kingborough Council queried whether Tasmanian Irrigation continues to have a potable water connection to the Bryn Estyn water treatment plant. Management and the Board Chair confirmed that Tasmanian Irrigation continues to be supplied with water from Bryn Estyn, but noted TasWater was continuing to engage with Tasmanian Irrigation to encourage progress of Tasmanian Irrigation's South East Irrigation Scheme and so that they could ultimately move away from use of potable water for irrigation purposes.

Glenorchy City Council noted planned owner engagement on matters such as the Price and Service Plan 5, but also requested an opportunity for engagement on TasWater's new Corporate Strategy intended for completion in March 2024. Management clarified that the draft Corporate Plan is circulated to owners each year for feedback in accordance with the processes outlined in the Shareholders' Letter of Expectations. However, following approval by the Board, Management was also willing to distribute TasWater's Corporate Strategy to owners for noting and any feedback (noting this would not be subject to the formal process required of the Corporate Plan under the Shareholders' Letter of Expectations).

West Tamar Council requested feedback on the Tamar Estuary River Health Action Plan (TERHAP) in relation to the removal of Launceston sewerage treatment plants. Management advised that the rationalisation of six small plants into one large plant at Ti Tree Bend will improve water quality outcomes. An update was provided on the projects currently underway, including an extensive upgrade of the Margaret Street pump station. The TERHAP is expected to reduce wet weather spills by 50% and enterococci as much as 75% into the river. West Tamar Council queried whether there would be any projects proposed for Exeter. Management advised that Exeter is not included in the Launceston program.

Meander Valley Council queried whether any improvement programs are proposed for Bracknell. Management advised that Bracknell is not a TasWater serviced area and would require 80% of the community to support building a reticulated service which is outlined in TasWater's Service Introduction Charges Policy which is included in Price and Service Plan 4.

Derwent Valley Council advised that community feedback has been positive about the upgrade to the platypus walk on the Clyde River at Hamilton.

Glenorchy City Council acknowledged the progress TasWater has made with rehabilitating Tolosa Park which the community is grateful for.

Glenorchy City Council queried when the works to Berridale Peninsula will be completed and indicated the odour issues were still present. Management advised that there are six projects planned and a number have been completed and TasWater would assess whether the completed improvement works have resolved the odour issues.

Southern Midlands Council asked for an update on the Macquarie Point project. Management advised that the costings and detailed design format will be presented to the Board in the new year for approval and, subject to approvals, the project is due to commence in mid-2024.

Management advised that the presentation slides will be circulated to owners.

**RESOLUTION:**

***The Owners' Representatives:***

- 1. Noted the CEO Report and***
- 2. Noted and received the Annual Report for the year ending 30 June 2023.***

Moved: Councillor Kelly Spaulding, Tasman Council

Seconded: Shane Power, George Town Council

**Carried**

**6b. Matters arising from the previous meeting**

It was noted that there were no outstanding matters arising from previous meetings.

**RESOLUTION:**

***That the Owners' Representatives noted the matters arising from previous meetings***

Moved: Mayor Brendan Blomeley, Clarence City Council  
Seconded: Councillor Tony Bisdee, Southern Midlands Council  
**Carried.**

**6c. Owners' Representatives Group Charter**

The Owners' Representatives Group Charter was considered by the owners.

**RESOLUTION:**

***That the Owners' Representatives approved the Owners' Representatives Group Charter.***

Moved: John Brown, Break O'Day Council  
Seconded: Shane Power, George Town Council  
**Carried.**

**7. Other Business**

**9a. Placeholder Meeting Dates 2024**

The owners considered the proposed meeting dates for the 2024 and had no objections.

**RESOLUTION:**

***That the Owners' Representatives noted the proposed meeting dates to be held in 2024.***

Moved: Councillor Kelly Spaulding, Tasman Council  
Seconded: Commissioner Andrew Wardlaw, Dorset Council  
**Carried.**

The Chief Owners' Representative acknowledged that the new format for the General Meeting was much more engaging and commended the TasWater executives for providing an informed update. The presentation enabled owners to put faces to names.

**Next Meeting**

**Half-year Report - Wednesday, 14 February 2024 at 1pm**  
**Hybrid (online and at TasWater Offices in Hobart, Launceston and Devonport)**

**Meeting closed: 12 noon**

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Chief Owners' Representative

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Date



## Devonport City Council

### FINANCE REPORT

#### YTD for the month ended November 2023

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The operating result for the financial year to the end of November 2023 is favourable with actual revenue being higher than budget by \$2M and actual expenses being higher than budget by \$501K, resulting in an overall favourable variance of \$1.5M. The forecast operating surplus for the financial year is \$3.7M, which includes share of profit of associates (Dulverton) of \$2.3M.

#### **Rates & Service Charges - \$238K Favourable**

The favourable variance is due to additional supplementary rates raised. A forecast adjustment of \$150K has been made.

#### **Fees and User Charges - \$884K Favourable**

The favourable variance includes income from the Convention Centre, facility hire and infringements & fines.

#### **Grants - Operating - \$9K Favourable**

The favourable variance is due to the timing of receiving grants for community development and museum operations.

#### **Contributions - Operating - \$35K Favourable**

The favourable variances include training incentives for employees and sponsorship income in the marketing and events area.



**Interest Income - \$438K Favourable**

The favourable variance is a result of funds on hand that are invested until expended on allocated capital projects. A \$540K forecast adjustment has been made.

**Other Revenue - \$80K Favourable**

The favourable timing variance includes the recovery of fines, reimbursements and sundry income relating to events.

**Tax Equivalent Payments - \$283K Favourable**

Favourable budget variance. Additional amount received from Dulverton for previous financial year not budgeted for. A \$280K forecast adjustment has been made.

**Employee Benefits - \$20K Favourable**

Minor favourable timing variance relating to salary and wages.

**Materials and Services - \$413K Unfavourable**

The unfavourable variances include contract catering expenses relating to the Convention Centre, (which are offset by higher catering revenues) and the timing of waste disposal fees. A \$400K forecast adjustment has been made.

**Depreciation - \$47K Unfavourable**

The unfavourable variance of 1.1% can be attributed in part to revaluations applied to recognise assets at fair value.

**Financial Costs - \$2K Unfavourable**

The minor unfavourable variance includes increases in the variable rate loan interest rate.

**Levies & Taxes - \$55K Unfavourable**

The unfavourable variance can be attributed to the timing of recoveries from tenants.

**Other Expenses - \$190K Favourable**

The favourable variance is mostly due to the timing of grant payments, including community partnership grants.

**Internal Charges and Recoveries - \$195K Unfavourable**

Unfavourable timing variance.

**Balance Sheet**

The balance of capital work in progress at the end of November is \$10.96M.

## FINANCIAL SUMMARY YTD to November 2023

### Operating Summary

	Budget	YTD Actual	Annual Budget	Current Forecast
Revenue	38,190,426	40,157,069	50,247,718	51,217,718
Expenditure	21,459,854	21,961,007	47,123,162	47,523,163
<b>Operating Position</b>	<b>16,730,572</b>	<b>18,196,062</b>	<b>3,124,555</b>	<b>3,694,555</b>

### Capital Expenditure Summary

	Annual Budget \$'000	Actual \$'000	Annual Forecast \$'000
<b>Capital Expenditure</b>	<b>26,836</b>	<b>4,207</b>	<b>26,613</b>

### Cash Information

	November 2023	June 2023
Operating Account (Reconciled balance)	4,012,517	708,458
Interest-Earning Deposits	26,162,413	20,605,864
	<b>30,174,930</b>	<b>21,314,322</b>

### Debtor Information

	November 2023	June 2023	Rates Debtors Ageing	November 2023	% of Annual Rates
Rates Debtors	11,636,856	747,551	2023/2024 - Current	11,232,798	33.2%
Infringement Debtors	112,018	117,900	2022/2023 - 1 Year	256,643	
Sundry Debtors	3,026,435	2,716,579	2021/2022 - 2 Years	68,411	
Planning & Health Debtors	47,959	32,546	2020/2021 - 3 Years	19,398	
			Over 3 years	59,606	
	<b>14,823,268</b>	<b>3,614,576</b>		<b>11,636,856</b>	

### Cash Investment Information

	Actual Rate	Credit rating	Maximum Holding Allowed	Actual Holding % of total Cash	November 2023
CBA Cash Deposits - At Call	4.15%	A1+ /AA-			2,157,790
CBA Term Deposit - (8 months)	5.33%	A1+ /AA-			10,000,000
		A1+	100%	40.29%	12,157,790
NAB Term Deposit (182 days)	5.37%	A-1/A+			8,000,000
		A-1/A+	80%	26.51%	8,000,000
AMP 31 days notice account	4.70%	A2/BBB+			4,623
MyState Term Deposit (271 days)	5.20%	A2/BBB+			6,000,000
		A2-A3	40%	19.90%	6,004,623
					<b>26,162,413</b>

All cash investments are invested in compliance with Council's Investment Policy.

Benchmarks: BBSW90 Day Index 4.3674%  
RBA Cash Rate 4.35%

### Commentary

This report provides a high level summary of operational income and expenditure, capital expenditure and the cash and receivables position as at the date of the report.

SUMMARISED OPERATING REPORT					YTD to November 2023	
	YTD		YTD Variance		Full Budget	Forecast
	Budget	Actual	\$	%	2023-24	2023-24
<b>INCOME</b>						
Rates and Service Charges	33,561,812	33,800,113	238,301	0.7%	33,614,193	33,764,193
Fees and User Charges	3,698,608	4,582,253	883,645	23.9%	8,842,493	8,842,493
Grants - Operating	173,500	182,272	8,772	5.1%	2,838,834	2,838,834
Contributions - Operating	21,201	55,871	34,670	163.5%	50,882	50,882
Dividend Income	273,000	273,000	-	0.0%	1,310,400	1,310,400
Interest Income	150,000	587,748	437,748	291.8%	360,000	900,000
Tax Equivalent Payments	67,149	350,694	283,545	422.3%	268,596	548,596
Share of profit of associates	-	-	-	0.0%	2,360,755	2,360,755
Other Revenue	245,156	325,119	79,963	32.6%	601,564	601,564
<b>TOTAL INCOME</b>	<b>38,190,426</b>	<b>40,157,069</b>	<b>1,966,643</b>	<b>5.1%</b>	<b>50,247,718</b>	<b>51,217,718</b>
<b>EXPENSES</b>						
Employee Benefits	5,658,331	5,638,573	(19,758)	-0.3%	14,799,823	14,799,823
Materials and Services	6,376,210	6,789,388	413,179	6.5%	15,371,879	15,771,879
Depreciation	4,350,333	4,397,132	46,799	1.1%	10,440,800	10,440,800
Financial Costs	551,176	553,088	1,912	0.3%	1,322,822	1,322,822
Levies & Taxes	4,125,961	4,180,492	54,530	1.3%	4,558,578	4,558,578
Other Expenses	822,880	632,438	(190,443)	-23.1%	1,338,276	1,338,276
Internal Charges and Recoveries	(425,037)	(230,104)	194,933	-45.9%	(709,016)	(709,015)
<b>TOTAL EXPENSES</b>	<b>21,459,854</b>	<b>21,961,007</b>	<b>501,153</b>	<b>2.3%</b>	<b>47,123,162</b>	<b>47,523,163</b>
<b>NET OPERATING SURPLUS / (DEFICIT)</b>	<b>16,730,572</b>	<b>18,196,062</b>	<b>1,465,490</b>	<b>8.8%</b>	<b>3,124,555</b>	<b>3,694,555</b>
<b>CAPITAL ITEMS</b>						
Grants - Capital	2,660,000	538,500	(2,121,500)	-79.8%	3,464,839	
Contributions - Capital	-	675,301	675,301	#DIV/0!	-	
Gain / Loss on Disposal of Assets	(250,000)	(174,153)	75,847	-30.3%	(600,000)	
<b>TOTAL CAPITAL ITEMS</b>	<b>2,410,000</b>	<b>1,039,648</b>	<b>(1,370,352)</b>	<b>-56.9%</b>	<b>2,864,839</b>	
<b>NET SURPLUS / (DEFICIT)</b>	<b>19,140,572</b>	<b>19,235,710</b>	<b>95,138</b>	<b>0.5%</b>	<b>5,989,394</b>	
<b>Own Source Revenue:</b>	<b>99.5%</b>	<b>99.4%</b>			<b>94.2%</b>	



BALANCE SHEET REPORT		As at November 2023	
	30 Nov 2023	30 Jun 2023	
Current Assets			
Cash at Bank and On Hand	4,012,517	708,458	
Trust Deposits	330,028	213,893	
Cash Investments	26,162,413	20,605,864	
Receivables - Rates and Utility Charges	11,636,856	747,551	
Receivables - Infringements	112,018	117,900	
Receivables - Sundry	3,026,435	2,716,579	
Receivables - Planning & Health	47,959	32,546	
Loans Receivable - Current	27,663	27,663	
Accrued Revenue	398,432	316,395	
Prepayments	169,641	474,714	
Net GST Receivable	187,919	455,923	
Other Asset	769,899	769,899	
	46,881,780	27,187,385	
Non Current Assets			
Loans Receivable - Non-Current	278,143	281,843	
Dulverton Regional Waste Management Authority	12,282,091	12,584,069	
TasWater	87,972,056	87,972,056	
Property, Plant & Equipment	927,567,071	927,320,618	
Accumulated Depreciation - PP&E	(354,861,936)	(350,948,794)	
Capital Work in Progress	10,957,523	7,121,428	
	684,194,947	684,331,219	
Total Assets	731,076,727	711,518,605	
Current Liabilities			
Trade Creditors	353,446	216,737	
Accrued Expenses	3,029,080	2,319,376	
Trust Liability	347,595	208,071	
Income In Advance - Current	1,901,323	2,479,722	
Loans - Current	1,088,886	1,088,886	
Annual Leave	1,416,524	1,276,492	
Other Leave - RDO	78,718	71,810	
Other Leave - TOIL	11,916	11,733	
Lease Liabilities - Current	48,275	48,275	
Long Service Leave - Current	1,233,957	1,192,248	
	9,509,720	8,913,349	
Non Current Liabilities			
Loans - Non-Current	44,411,666	44,685,597	
Long Service Leave - Non-Current	393,649	393,649	
Lease Liabilities - Non Current	745,218	745,218	
	45,550,533	45,824,464	
Total Liabilities	55,060,253	54,737,813	
Net Assets	676,016,475	656,780,791	
Equity			
Asset Revaluation Reserve	396,397,083	396,393,536	
Asset Revaluation Reserve - Associates	3,221,386	3,221,386	
Other Reserves	11,575,152	11,575,152	
Accumulated Surplus	245,587,144	236,420,866	
Operating Surplus / (Deficit)	18,196,062	3,466,222	
Capital Surplus / (Deficit)	1,039,648	5,703,629	
Total Equity	676,016,475	656,780,791	
Current Ratio:	4.93	3.05	

The Current ratio indicates Council's ability to pay its debts as and when they become due.  
A ratio of one or higher is required for the entity to remain solvent.



Capital Works Income & Expenditure Report November 2023												
	Funding 2023/24				Expenditure 2023/24			Balance	Performance Measures			
	Annual Budget	Additional Funds Carried forward & adjustments	Total Budget Available	External Funding	Actual	Commitments	Total Expenditure	Remaining Funds	Works Start	Works Completion	% Budget	Comments
	\$	\$	\$	\$	\$	\$	\$	\$	Month	Month	Spent	
Summary												
Open Space & Recreation	519,000	1,740,011	2,259,011	-	673,654	311,419	985,073	1,273,938			44%	
Buildings & Facilities	3,166,000	1,487,185	4,653,185	506,733	1,003,789	1,304,113	2,307,902	2,345,283			50%	
Transport	6,175,000	4,915,984	11,090,984	3,338,106	1,979,510	2,326,572	4,306,081	6,784,903			39%	
Stormwater	1,593,000	986,075	2,579,075	-	258,589	187,257	445,846	2,133,229			17%	
Living City	-	3,311,520	3,311,520	-	(113,878)	24,300	(89,578)	3,401,098			-3%	
Plant & Fleet	1,308,400	320,055	1,628,455	257,000	236,229	667,710	903,939	724,516			56%	
Other Equipment	1,119,000	194,913	1,313,913	-	169,593	652,426	822,019	491,895			63%	
Total Capital Works	13,880,400	12,955,744	26,836,144	4,101,839	4,207,486	5,473,797	9,681,283	17,154,861			36%	
Open Space & Recreation												
CP0129 Don River Rail Trail - land purchase		-	-		2,664	-	2,664	(2,664)	Complete	Complete	#DIV/0!	
CP0184 Don River Rail Trail - construction		-	-		654	141	795	(795)	Complete	Complete	#DIV/0!	
CP0204 Horsehead Creek - RV dump point relocation		39,000	39,000		-	-	-	39,000	May-22	Mar-23	0.0%	
CP0208 Coastal Erosion Protection - Coles Beach and Don Heads		51,128	51,128		-	-	-	51,128	Jun-22	Apr-23	0.0%	Construction completed. Replanting scheduled for 2023
CP0210 Mungala-Langslow path link Improvements		79,765	79,765		595	-	595	79,169	Nov-21	TBA	0.7%	Design underway
CP0219 New pedestrian bridge - Figure of Eight Creek - Woodrising to Maidstone Park		328,252	328,252		235,625	74,634	310,259	17,993	Sep-22	Feb-23	94.5%	Off site manufacturing underway
CP0224 Maidstone Park safety netting		58,323	58,323		35,327	-	35,327	22,996	Mar-23	Apr-23	60.6%	Construction pending
CP0225 Byard Park Lights		309,314	309,314		5,279	-	5,279	304,035	Mar-23	Aug-23	1.7%	Design underway
CP0226 Mersey Vale Memorial MBS stage 3		473,558	473,558		269,245	1,214	270,459	203,099	Dec-22	Jun-23	57.1%	Contract awarded
CP0227 Kelcey Tier - fire trail renewal and consolidation		45,607	45,607		-	-	-	45,607	Mar-23	Apr-23	0.0%	
CP0228 Kelcey Tier Map Signage		14,073	14,073		-	-	-	14,073	Mar-23	Apr-23	0.0%	
CP0229 Waste Transfer Station foreshore rehabilitation		46,018	46,018		1,043	-	1,043	44,975	Feb-23	Mar-23	2.3%	
CP0233 Park furniture renewal		-	-		6,377	-	6,377	(6,377)	Sep-22	TBA	#DIV/0!	
CP0234 Rooke Mall Furniture Renewal		15,098	15,098		19,177	1	19,178	(4,080)	Oct-22	Jul-23	127.0%	
CP0235 Aquatic Centre waterslide entry		49,307	49,307		498	60,689	61,187	(11,879)	Jul-22	Sep-23	124.1%	
CP0236 Spreyton netball courts - surface renewal - 2 courts		-	-		1,931	-	1,931	(1,931)	Dec-22	Feb-23	#DIV/0!	
CP0238 Highfield Park Skate Park		89,202	89,202		-	-	-	89,202	Jun-23	Aug-23	0.0%	External funding secured
CP0239 East Devonport park furniture		5,606	5,606		14,104	3	14,107	(8,501)	Feb-23	Apr-23	251.6%	
CP0240 LRCI Phase 3 grant allocation		135,760	135,760		54,282	62,337	116,619	19,141	Nov-22	Jun-23	85.9%	Projects progressing during the year
CP0241 Mersey Vale Cemetery - Ash Interment Columns f	37,000	-	37,000		23,728	-	23,728	13,272	Jan-24	Jun-24	64.1%	
CP0242 New Totem Signage - Stony Rise Road and Don R	11,000	-	11,000		-	-	-	11,000			0.0%	
CP0243 Aquatic Centre - Minor works in preparation for ou	20,000	-	20,000		40	-	40	19,960	Dec-23	Mar-23	0.2%	
CP0244 Mersey Bluff Playground Renewal	150,000	-	150,000		300	-	300	149,700	Oct-23	Jun-24	0.2%	
CP0245 Park furniture renewal	25,000	-	25,000		50	-	50	24,950	Jan-24	Apr-24	0.2%	
CP0246 Bluff Road new irrigation - VV to Nth Fenton St	220,000	-	220,000		2,654	112,400	115,054	104,946	Feb-24	May-24	52.3%	
CP0247 Don River Rail Trail Interpretive Signage	16,000	-	16,000		-	-	-	16,000	Feb-24	Apr-24	0.0%	
CP0248 Tiagarra Eye Frame & Viewing Platform	40,000	-	40,000		80	-	80	39,920	Feb-24	Apr-24	0.2%	
Total Open Space & Recreation	519,000	1,740,011	2,259,011	-	673,654	311,419	985,073	1,273,938			43.6%	

Funding 2023/24					Expenditure 2023/24			Balance	Performance Measures			
	Annual Budget	Additional Funds Carried forward & adjustments	Total Budget Available	External Funding	Actual	Commitments	Total Expenditure	Remaining Funds	Works Start	Works Completion	% Budget	
	\$	\$	\$	\$	\$	\$	\$	\$	Month	Month	Spent	Comments
<b>Buildings &amp; Facilities</b>												
CB0104 Works Depot - Oil store shed		-	-		-	-	-	-	Jun-22	Mar-23	#DIV/0!	Project began a number of years ago which took some time to get underway with material prices substantially increasing due to supply issues.
CB0107 Payne Avenue toilet block		241,040	241,040		-	-	-	241,040	Nov-21	Sep-23	0.0%	Design underway
CB0108 Aquatic Centre - Wet change Rm silicon		-	-		-	-	-	-	Complete	Complete	#DIV/0!	
CB0114 Waste Transfer Station - waste and resource	500,000	878,760	1,378,760		160,238	38,450	198,688	1,180,072	Mar-23	Aug-23	14.4%	Design underway
CB0117 Little Athletics Storage shed		11,866	11,866		12,427	-	12,427	(561)	Feb-23	Apr-23	104.7%	Construction pending
CB0119 Aquatic Centre Projects		-	-		276	-	276	(276)	Nov-22	Jun-23	#DIV/0!	Order placed. Further work scheduled.
CB0120 PAC projects		223,302	223,302	131,733	605	205,545	206,150	17,152	Sep-22	TBA	92.3%	EOI process complete. Tender process underway. Theatre seat replacement.
CB0121 Highfield Park public toilets		60,395	60,395		47,560	-	47,560	12,835	May-23	Jun-23	78.7%	Design underway
CB0122 Art Storage Facility - racking		46,873	46,873		5,921	-	5,921	40,951	TBA	TBA	12.6%	
CB0123 Council facility - renewable energy project		24,950	24,950		-	-	-	24,950	TBA	TBA	0.0%	Quotations requested
CB0126 Aquatic Centre 25m Pool	1,000,000	-	1,000,000		413,595	651,808	1,065,403	(65,403)	Nov-23	Mar-24	106.5%	
CB0127 Works depot bulk material bins	105,000	-	105,000		5,768	28,231	33,999	71,001	Dec-23	Feb-24	32.4%	
CB0128 Workshop floor refurbish	30,000	-	30,000		1,383	27,520	28,903	1,097	Jan-24	Feb-24	96.3%	
CB0129 Indoor Stadium Design	500,000	-	500,000		258,769	302,242	561,011	(61,011)			112.2%	
CB0130 Fire panel ROMTECK upgrades	42,000	-	42,000		27,344	-	27,344	14,656	Sep-23	Nov-23	65.1%	
CB0131 Paranple Arts Centre - Renew carpet & ceiling	375,000	-	375,000	375,000	1,006	-	1,006	373,994	Dec-23	Feb-24	0.3%	
CB0132 Play Centre (25 Forbes St) - Replace Roof Cladding	34,000	-	34,000		153	30,731	30,884	3,116	Oct-23	Nov-23	90.8%	
CB0133 Art Storage Facility - Storage Extension for BSMC	580,000	-	580,000	-	1,160	-	1,160	578,840	Oct-23	Jun-24	0.2%	
CB0134 Byard Park Amenities Redevelopment		-	-		67,583	19,586	87,169	(87,169)	Oct-23	Jun-24	#DIV/0!	
<b>Total Facilities</b>	<b>3,166,000</b>	<b>1,487,185</b>	<b>4,653,185</b>	<b>506,733</b>	<b>1,003,789</b>	<b>1,304,113</b>	<b>2,307,902</b>	<b>2,345,283</b>			<b>49.6%</b>	

		Funding 2023/24				Expenditure 2023/24			Balance	Performance Measures			
		Annual Budget	Additional Funds Carried forward & adjustments	Total Budget Available	External Funding	Actual	Commitments	Total Expenditure	Remaining Funds	Works Start	Works Completion	% Budget	
		\$	\$	\$	\$	\$	\$	\$	\$	Month	Month	Spent	Comments
<b>Transport</b>													
CT0275	State Vehicle Entry Project	1,000,000	-	2,775,015		134,559	264,000	398,559	2,376,456	Mar-20	TBA	14.4%	Progression dependant on Port development
CT0289	Coastal Pathway contribution - part 2		1,077,932	1,077,932		735,059	193,394	928,453	149,479	Oct-21	Jun-23	86.1%	In progress
CT0309	Webberleys Road seal	-	-	-		-	-	-	-	TBA	TBA	#DIV/0!	
CT0310	Tugrah Road traffic management		203,133	203,133		226,021	370	226,391	(23,258)	Mar-23	Jun-23	111.4%	Construction pending
CT0311	Fenton Way pedestrian improvements		39,920	39,920		-	-	-	39,920	TBA	TBA	0.0%	On hold subject to future development in the area
CT0321	Steele Street footpath renewal - Wenvoe to Formby - south side		-	-		1,514	-	1,514	(1,514)	Jan-23	Mar-23	#DIV/0!	Construction pending. Part funded by CS0111
CT0322	William Street renewal - Valley to Middle		-	-		6,567	-	6,567	(6,567)	Oct-22	Jan-23	#DIV/0!	Construction underway
CT0325	North Fenton Street renewal - Oldaker to Parker		39,355	39,355		-	-	-	39,355	Complete	Complete	0.0%	Part funded by CS0108
CT0326	Rural road renewal - gravel reshe		-	-		224	-	224	(224)	Complete	Complete	#DIV/0!	
CT0332	George Street William Street		87,318	87,318		-	-	-	87,318	Mar-23	May-23	0.0%	Construction pending
CT0335	Street Light Provision		-	-		705	12,290	12,995	(12,995)	Sep-22	Jun-23	#DIV/0!	Projects progressing during the year
CT0336	Payne Avenue carpark - access to Stewart St		99,800	99,800		-	-	-	99,800	TBA	TBA	0.0%	Desian underwav
CT0337	Tarleton Street renewal - Wright Street to River Road		-	-		(1,234)	-	(1,234)	1,234	Jul-22	TBA	#DIV/0!	Construction pending
CT0338	Parking infrastructure renewal		-	-		45,000	-	45,000	(45,000)	Mar-23	TBA	#DIV/0!	Order placed. Part funded by CT0320
CT0339	Road traffic device renewal		-	-		3,271	-	3,271	(3,271)	TBA	TBA	#DIV/0!	
CT0340	Rural road renewal - aravel resheetina proaram		-	-		-	-	-	-	Dec-22	Complete	#DIV/0!	
CT0342	Footpath Missing Links		-	-		1,600	-	1,600	(1,600)	Nov-22	Jun-23	#DIV/0!	Construction underway
CT0343	Percy St and Parker St roundabout		343,512	343,512	380,000	92,861	230,809	323,670	19,842	Nov-23	Dec-23	94.2%	External funding announced
CT0344	North West Gateway Project		-	-		-	-	-	-	Sep-23	Oct-23	#DIV/0!	Externally funded project
CT0345	Bus Stop Upgrade Program		-	-		12,128	1,397	13,525	(13,525)	Sep-23	Oct-23	#DIV/0!	Externally funded project
CT0346	Sheffield Rd Path VRUP	175,000	-	175,000	137,000	24,252	93,987	118,239	56,761	Nov-23	Dec-23	67.6%	
CT0347	Reseal Program 2023-24	775,000	-	775,000		7,788	718,449	726,236	48,764	Dec-23	Feb-24	93.7%	
CT0348	Transport Minor Works	30,000	-	30,000		60	-	60	29,940	TBA	TBA	0.2%	
CT0349	Road Traffic Device Renewal	25,000	-	25,000		50	-	50	24,950	TBA	TBA	0.2%	
CT0350	Street Light Provision	25,000	-	25,000		50	-	50	24,950	TBA	TBA	0.2%	
CT0351	Parking Infrastructure Renewal	25,000	-	25,000		12,370	4,874	17,244	7,756	Sep-23	Nov-23	69.0%	
CT0352	Rural Gravel Road Renewal	100,000	-	100,000		200	-	200	99,800	Apr-24	May-24	0.2%	
CT0354	NW Gateway Improvements Project	-	1,250,000	1,250,000	1,000,000	250,540	560,000	810,540	439,460	Dec-23	Jun-24	64.8%	
CT0355	Kelcey Tier Road Safety Improvements - Stage 2 (	1,100,000	-	1,100,000	812,295	16,507	6,790	23,297	1,076,703	Jan-24	Mar-24	2.1%	Externally funded project - SRRP
CT0356	Kelcey Tier Road Condition Improvements - (282 -	780,000	-	780,000	508,811	15,557	-	15,557	764,443	Jan-24	Mar-24	2.0%	Externally funded project - Roads to recovery
CT0357	Mersey Bluff Access Road Upgrade	500,000	-	500,000		318,679	75,007	393,686	106,314	Sep-23	Nov-23	78.7%	
CT0358	Oldaker St - Sorell St Roundabout	500,000	-	500,000	500,000	7,138	17,180	24,318	475,682	Mar-24	May-24	4.9%	
CT0359	Webberleys Rd Flood Remediation	75,000	-	75,000		40,061	-	40,061	34,939	Jul-23	Aug-23	53.4%	completed
CT0360	Duncans Road Bridge Safety	75,000	-	75,000		3,543	27,433	30,976	44,024	Jan-24	Feb-24	41.3%	
CT0361	Stewart Street renewal - Rooke to Edward	50,000	-	50,000		1,337	-	1,337	48,663			2.7%	Design only
CT0362	Tarleton Street renewal - John to Torquay Rd	50,000	-	50,000		14,461	13,091	27,552	22,448			55.1%	Design only
CT0363	Waverley Road Embankment Safety	150,000	-	150,000		1,688	-	1,688	148,312	Oct-23	Nov-23	1.1%	
CT0364	The Lee Kerb Renewal	350,000	-	350,000		776	-	776	349,224	Mar-24	Apr-24	0.2%	
CT0365	George Street - Gunn St to Charlotte Gns Kerb Re	160,000	-	160,000		3,393	107,500	110,893	49,107	Jan-24	Feb-24	69.3%	
CT0366	Footpath Missing Links - High Walkability	150,000	-	150,000		2,625	-	2,625	147,375	Nov-23	Mar-24	1.8%	
CT0367	Coastal Pathway Safety Compliance	50,000	-	50,000		100	-	100	49,900	Dec-23	Jan-24	0.2%	
CT0368	Multi Level Car Park Safety and Access Improvem	30,000	-	30,000		60	-	60	29,940	Feb-24	Mar-24	0.2%	
<b>Total Transport</b>		<b>6,175,000</b>	<b>4,915,984</b>	<b>11,090,984</b>	<b>3,338,106</b>	<b>1,979,510</b>	<b>2,326,572</b>	<b>4,306,081</b>	<b>6,784,903</b>			<b>38.8%</b>	

		Funding 2023/24				Expenditure 2023/24			Balance	Performance Measures			
		Annual Budget	Additional Funds Carried forward & adjustments	Total Budget Available	External Funding	Actual	Commitments	Total Expenditure	Remaining Funds	Works Start	Works Completion	% Budget	
		\$	\$	\$	\$	\$	\$	\$	\$	Month	Month	Spent	Comments
<b>Stormwater</b>													
CS0081	John Stormwater Catchment Stage 1		194,892	194,892		679	-	679	194,213	Jul-22	TBA	0.3%	Design underway. In conjunction with Quaylink and SVEP
CS0085	Oldaker (East) Stormwater catchment upgr		136,001	136,001		136,001	-	136,001	0	TBA	TBA	100.0%	Split off Living City Project
CS0097	Church street stormwater improvements		331,923	331,923		1,293	-	1,293	330,630	Oct-21	TBA	0.4%	Design underway
CS0099	Pipe renewal - 23 Steele St		57,132	57,132		-	-	-	57,132	Jul-21	TBA	0.0%	Works to be rescoped.
CS0100	Highfield SW catchment Upgrade - Stage 1		-	-		-	3,049	3,049	(3,049)	Jan-23	Mar-23	#DIV/0!	Construction in progress
CS0103	Stormwater pollution control measures		-	-		65,920	-	65,920	(65,920)	Mar-23	Apr-23	#DIV/0!	Construction pending
CS0112	North Caroline Street - new open drain		57,014	57,014		-	-	-	57,014	TBA	TBA	0.0%	Design underway
CS0113	Minor Stormwater Works		24,264	24,264		-	-	-	24,264	Aug-22	Jun-23	0.0%	Completed
CS0116	Watkinson St/ Don College stormwa		82,141	82,141		128	46,549	46,677	35,464	TBA	TBA	56.8%	Design underway
CS0118	College court stormwater upgrade		64,469	64,469		(531)	-	(531)	65,000	Apr-23	May-23	-0.8%	Design underway
CS0119	Macfie St stormwater renewal		-	-		267	-	267	(267)	Complete	Complete	#DIV/0!	
CS0120	Pit replacements		-	-		-	3,268	3,268	(3,268)	Jan-23	Jun-23	#DIV/0!	Construction pending
CS0122	Eugene Street - open drain renewal		38,239	38,239		1,336	-	1,336	36,903	Apr-23	May-23	3.5%	Design underway
CS0123	Minor Stormwater Works	80,000	-	80,000		160	1,959	2,119	77,882	TBA	TBA	2.6%	
CS0124	Pit Replacements	50,000	-	50,000		6,428	5,696	12,124	37,876	TBA	TBA	24.2%	
CS0125	Development Contribution Fund	30,000	-	30,000		21,060	-	21,060	8,940	TBA	TBA	70.2%	
CS0126	Torquay Rd - Wright St SW Upgrade	800,000	-	800,000		22,771	13,091	35,862	764,138	Nov-23	Feb-24	4.5%	
CS0127	Surrey St Pipe Relining	35,000	-	35,000		269	20,565	20,834	14,166	Nov-23	Dec-23	59.5%	
CS0128	East Devonport Stormwater Upgrade - Port Area	250,000	-	250,000		882	-	882	249,118	Nov-23	Dec-23	0.4%	
CS0129	Watkinson St/ Don College stormwater	138,000	-	138,000		618	180	798	137,202	Jan-24	Feb-24	0.6%	
CS0130	Chichester Dr stormwater renewal	100,000	-	100,000		399	92,900	93,299	6,701	Nov-23	Dec-23	93.3%	
CS0131	Stormwater pollution control measures	50,000	-	50,000		100	-	100	49,900	TBA	TBA	0.2%	
CS0132	Waniora St - Stormwater Flood Mitigation	45,000	-	45,000		811	-	811	44,189	Nov-23	Dec-23	1.8%	
CS0133	North St (west) stormwater renewal	15,000	-	15,000		-	-	-	15,000	Jan-24	Feb-24	0.0%	
<b>Total Stormwater</b>		<b>1,593,000</b>	<b>986,075</b>	<b>2,579,075</b>	<b>-</b>	<b>258,589</b>	<b>187,257</b>	<b>445,846</b>	<b>2,133,229</b>			<b>17.3%</b>	
<b>Plant &amp; Fleet</b>													
CF0031	Fleet Replacement program 2021-22		-	-		-	48,187	48,187	(48,187)	TBA	TBA	#DIV/0!	Budget and actuals excludes trade values
CF0034	Fleet Replacement program 2022-23		61,407	61,407		77,890	-	77,890	(16,483)	TBA	TBA	126.8%	Budget and actuals excludes trade values
CF0035	Hire Plant Replacement 2022-23		255,389	255,389		64,128	158,054	222,182	33,206	TBA	TBA	87.0%	Budget and actuals excludes trade values
CF0036	Non Hire Plant Replacement 22-23		3,260	3,260		-	-	-	3,260	TBA	TBA	0.0%	
CF0037	Fleet Replacement program 2023-24	320,000	-	320,000	72,000	84,928	74,495	159,423	160,577	TBA	TBA	49.8%	
CF0038	Hire Plant Replacement	930,000	-	930,000	185,000	178	386,975	387,154	542,846	TBA	TBA	41.6%	
CF0039	Non Hire Plant Replacement 23-24	58,400	-	58,400		9,104	-	9,104	49,296	TBA	TBA	15.6%	
<b>Total Plant &amp; Fleet</b>		<b>1,308,400</b>	<b>320,055</b>	<b>1,628,455</b>	<b>257,000</b>	<b>236,229</b>	<b>667,710</b>	<b>903,939</b>	<b>724,516</b>			<b>55.5%</b>	
<b>Other Equipment</b>													
<b>Office and Equipment</b>		<b>1,099,000</b>	<b>10,029</b>	<b>1,109,029</b>	<b>-</b>	<b>90,345</b>	<b>577,371</b>	<b>667,716</b>	<b>441,313</b>				
<b>Information Technology</b>		<b>20,000</b>	<b>184,885</b>	<b>204,885</b>	<b>-</b>	<b>79,247</b>	<b>75,055</b>	<b>154,303</b>	<b>50,582</b>			75.3%	
<b>Total Other Equipment</b>		<b>1,119,000</b>	<b>194,913</b>	<b>1,313,913</b>	<b>-</b>	<b>169,593</b>	<b>652,426</b>	<b>822,019</b>	<b>491,895</b>			<b>62.6%</b>	
<b>TOTAL CAPITAL EXPENDITURE - EXCLUDING LIVING CITY</b>		<b>13,880,400</b>	<b>9,644,224</b>	<b>23,524,624</b>	<b>4,101,839</b>	<b>4,321,364</b>	<b>5,449,497</b>	<b>9,770,861</b>	<b>13,753,763</b>			<b>41.5%</b>	
<b>Living City</b>													
Waterfront precinct													
<b>Total Living City</b>		<b>-</b>	<b>3,311,520</b>	<b>3,311,520</b>	<b>-</b>	<b>(113,878)</b>	<b>24,300</b>	<b>(89,578)</b>	<b>3,401,098</b>			<b>-2.7%</b>	construction underway
<b>TOTAL CAPITAL EXPENDITURE - INCLUDING LIVING CITY</b>		<b>13,880,400</b>	<b>12,955,744</b>	<b>26,836,144</b>	<b>4,101,839</b>	<b>4,207,486</b>	<b>5,473,797</b>	<b>9,681,283</b>	<b>17,154,861</b>			<b>36.1%</b>	