

## COUNCIL MEETING - 22 NOVEMBER 2021 ATTACHMENTS

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**Minutes of the Annual General Meeting of the Devonport City Council  
held on Monday, 8 November 2021, in the convention centre, level 3, paranapple centre,  
137 Rooke Street Devonport, and live streamed from 5:30pm**

**PRESENT:**

**Councillors:**

Cr A Rockliff (Mayor)  
Cr A Jarman (Deputy Mayor)  
Cr J Alexiou  
Cr G Enniss  
Cr P Hollister  
Cr L Laycock  
Cr S Milbourne  
Cr L Murphy  
Cr L Perry

**Council Officers:**

General Manager, M Atkins  
Deputy General Manager, J Griffith  
Executive Manager People & Finance, K Peebles  
Executive Manager City Growth, M Skirving  
Executive Coordinator, J Surtees  
Governance Officer, C Jordan  
Communication & Engagement Officer, T Creedon

**Electors:**

Douglas Janney	Robert Vellacott	Lyn Johnson	Sue Jordan
Peter Jordan	Trevor Smith	Louise Leslie	James Leslie
Graham Jones	Robyn Carey	Desley Blanch	Anne Murfett
Chris Murfett	Margaret Fay	Gary Easter	Sally Easter
Graeme Nevin	Malcolm Gardam	Rodney Russell	Timothy McGee
Peter Stegmann	Janne Flesfader	Sylvia Sayers	Rodney Bramich
Don Willing	Grant Goodwin	Kylie Lunson	Michael Williams

**Other:**

Karen Hampton	Joshua Jackson	Geoffrey Dobson	Tim Cooper
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## **WELCOME AND INTRODUCTIONS**

The Mayor welcomed everyone to the Annual General Meeting and introduced the elected members and the Executive Leadership team.

### **Acknowledgment of Country**

The Mayor acknowledged and paid respects to the Tasmanian Aboriginal community as the traditional and original custodians of the land on which we meet and acknowledged their elders past, present and emerging.

### **Digital Recording**

All persons in attendance were advised that it is Council policy to record Council meetings, in accordance with Council's Digital Recording Policy. The digital recording of this meeting will be made available to the public on Council's website. The meeting is being Live Streamed to the Devonport City Council YouTube channel.



## 1 ANNUAL GENERAL MEETING GUIDELINES

The Mayor outlined the AGM Guidelines.

Mr Graeme Nevin requested clarification regarding voting and meeting procedures for the Annual General Meeting, in particular whether *Local Government (Meeting Procedures) Regulations 2015* sections 28(3), 20, 21, 22 and 23 applied to the meeting.

### Response

The General Manager advised that it is a majority of the people that vote, that determines whether the motion is passed or not and it was confirmed that regulation 28 (3) does not apply to the meeting.

The General Manager confirmed as per rule number one of Council's Annual General Meeting Guidelines, that as far as practicable the meeting regulations would apply, however there is discretion for the Chair to determine otherwise if appropriate.

## 2 APOLOGIES

Mr Dave Race  
Mr Graham Kent

## 3 DECLARATIONS OF INTEREST

The following Declarations of Interest were advised:

Councillor	Item No.	Reason	Remain in the meeting? Y/N	If remaining, reasons for decision
Cr L Murphy	7.4 & 7.5	Previously involved in the decision	Y	Staying to ensure there is a quorum but will not be involved in debate or voting.
Cr S Milbourne	7.4 & 7.5	Previously involved in the decision	Y	Staying to ensure there is a quorum but will not be involved in debate or voting.
Cr L Perry	7.4 & 7.5	Previously involved in the decision	Y	Staying to ensure there is a quorum but will not be involved in debate or voting.
Cr L Laycock	7.4 & 7.5	Previously involved in the decision	Y	Staying to ensure there is a quorum but will not be involved in debate or voting.

Councillor	Item No.	Reason	Remain in the meeting? Y/N	If remaining, reasons for decision
Cr P Hollister	7.4 & 7.5	Previously involved in the decision	Y	Staying to ensure there is a quorum but will not be involved in debate or voting.
Cr A Rockliff	7.4 & 7.5	Previously involved in the decision	Y	Staying to ensure there is a quorum but will not be involved in debate or voting.
Cr G Enniss*	7.4 & 7.5	Involved in the previous Council decision about the parking matter to which the motions relate.	Y	Staying to ensure there is a quorum but will not be involved in debate or voting.

\* note conflict was advised in writing prior to meeting, however not announced at the meeting.

#### 4 CONFIRMATION OF MINUTES

MOVED: Mr Grant Goodwin  
 SECONDED: Ms Sylvia Sayers

That the minutes of the Annual General Meeting held on 9 November 2020, as attached, be confirmed.

FOR	22
AGAINST	9
OUTCOME	Carried

## **5 PRESENTATION OF ANNUAL REPORT**

The General Manager provided a brief overview of the 2021 Annual Report.

## **6 SUBMISSIONS/QUESTIONS TO THE ANNUAL REPORT**

MOVED: Cr Perry

SECONDED: Cr Murphy

That submissions and questions, and the subsequent answers, on the 2020/21 Devonport City Council Annual Report, be noted.

FOR	24
AGAINST	7
OUTCOME	Carried

## **7 MOTIONS ON NOTICE**

### **7.1 NOTICE OF MOTION FROM MR TREVOR SMITH - FOOTPATHS**

MOVED: Mr Trevor Smith

SECONDED: Mr Rodney Russell

That Councillors be requested to allocate some, if not all, of the \$2 Million surplus funds Council received for the 2020-21 financial year towards the construction of footpaths particularly in the areas where residents have paid rates for 40 or more years, also prioritising the streets where the residents and or public have constantly requested that footpaths be provided.

FOR	18
AGAINST	17
OUTCOME	Carried

## **7.2 NOTICE OF MOTION FROM MR ROBERT VELLACOTT – DISPOSAL BY AUCTION OF PROVIDORE PLACE**

MOVED: Mr Robert Vellacott

SECONDED: Mr Graeme Nevin

That the electors here present at this the Devonport City Council 2021 Annual General Meeting request the Mayor and Councillors take such action necessary for the early sale, of the real estate known as Providore Place, so as to enable it to be listed for sale by auction at a reserve price to be decided by the Council and if the property is sold the proceeds of sale be paid off the Council debt incurred to build it.

FOR	14
AGAINST	22
OUTCOME	Lost

### **7.3 NOTICE OF MOTION FROM MR ROBERT VELLACOTT – POSSIBLE INCREASE OF GAMING VENUES AND OR FACILITIES**

MOVED: Mr Robert Vellacott

SECONDED: Mr Graham Jones

That we the electors here present at the Devonport City Council 2021 Annual General Meeting here-by express in the strongest possible terms our opposition to any increase in the number of licensed gaming devices in existing venues and or the licensing of new premises for the purpose of licensed gaming in the municipality and we request our elected representatives being the Mayor and Councillors to on our behalf oppose an application to – (a) increase gaming devices in any existing venues, and or the installation of the devices in new premises and (b) refrain from supporting any person or entity seeking to obtain a licence to increase and or manage licensed gaming in Devonport.

FOR	14
AGAINST	19
OUTCOME	Lost

Having previously declared a conflict of interest in agenda items 7.4 & 7.5, Cr Rockliff vacated the Chair. Cr Enniss, Cr Laycock, Cr Hollister, Cr Milbourne, Cr Murphy & Cr Perry also declared an interest in items 7.4 & 7.5. All councillors remained in the room to ensure a quorum for the meeting, but did not participate in debate or vote on the items.

Deputy Mayor Cr Jarman took the chair at 6:39pm

**7.4 NOTICE OF MOTION FROM MR ROBERT VELLACOTT – TO EXPRESS DISAPPOINTMENT OF COUNCIL'S REJECTION OF THE MOTION PASSED AT THE 2020 AGM IN REGARD TO PROVIDING FREE PARKING VOUCHERS TO THOSE WHO HAVE PAID RATES FOR 50 YEARS OR MORE**

MOVED: Mr Robert Vellacott

SECONDED: Mr Douglas Janney

That we the electors and ratepayers here present express our extreme disappointment in the Mayor and those councillors who voted, at the DCC Ordinary meeting of 22<sup>nd</sup> February, to reject the request as per the notice of motion as passed by a majority of electors at the DCC 2020 Annual General meeting being "That Council at the next meeting, consider providing all ratepayers of 50 years or more with parking vouchers as provided to pensioners"

FOR	15
AGAINST	8
OUTCOME	Carried

**7.5 NOTICE OF MOTION FROM MR ROBERT VELLACOTT – REQUEST COUNCIL TO RESCIND THE RESOLUTION 21/29 PASSED AT THE DEVONPORT CITY COUNCIL ORDINARY MEETING HELD ON 22 FEBRUARY 2021**

MOVED: Mr Robert Vellacott

SECONDED: Mr Douglas Janney

That the electors here present request that Council rescind resolution number 21/29 passed at the 22<sup>nd</sup> February 2021, being Agenda item 5.2 – “That Council does not include ratepayers of 50 years or more into the parking concession, which is offered to aged, disability and service pensioners”

FOR	14
AGAINST	5
OUTCOME	Carried

The Mayor resumed the Chair at 6:49pm.



**7.6 NOTICE OF MOTION FROM MR ROBERT VELLACOTT – REQUEST COUNCIL TO CONSIDER EXTENDING PARKING CONCESSIONS**

MOVED: Mr Robert Vellacott

SECONDED: Mr Douglas Janney

That the electors here present request Council to include ratepayers of 50 years or more into the parking concession which is offered to aged, disability and service pensioners

FOR	18
AGAINST	9
OUTCOME	Carried

## **8 GENERAL BUSINESS**

### **Douglas Janney – 23 Watkinson Street, Devonport**

**Q1.** The seating arrangement that I have experienced at annual general meetings with the councillors seated facing the Mayor and Executive and their backs to the ratepayers who are present, I find this arrangement offensive. All ratepayers present ought to face the rate payers who are present and I have raised this before.

#### **Response**

The Mayor said that it was a fair and reasonable comment and that she would take it on board.

**Q2.** The hard copy of the annual report that I received is a dismal black and white and in two parts there should be a clear plastic cover and a black looped spine and all in one document this is a second year of such poor presentation go back and look at the 2019 report. The online report is in colour, so why is my hard copy in black and white.

#### **Response**

The Mayor advised that it is more expensive to print colour copies.

**Q3.** Why isn't the Auditor's Report part of the financial report?

#### **Response**

The General Manager advised the two documents are posted on the website together, the full financials are in the attachment and the letter of the Auditor is within the report document, but the two should be looked at as one.

**Q4.** The Auditor Report's was signed off on the 14th of September, why can't the AGM be held within three weeks of that date?

#### **Response**

The General Manager advised once the financial report gets signed off, Council then finalises the Annual Report. It is then provided to Councillors for input before a period of community comment. This timeline generally allows that the AGM is held in early November. It was noted Devonport City Council are one of the first Councils to hold their AGM, this year.

### **Malcolm Gardam – 4 Beaumont Drive, Miandetta**

#### **Clarification on Council response to question in the Agenda Attachments**

**Q1.** With reference to a Council response to a question on notice on Page 19 of the Agenda Attachments relating to Bad & Doubtful Debts, by area of operation, Council has advised an amount of \$28,046 against "Development & Health Fees"; accordingly will Council clarify the following separately:

- a) The combination of Development and Health Fees seem a strange marriage of costs so will Council elaborate just what Development entails?

#### **Response**

The Executive Manager People and Finance confirmed that Development and Health is a department of Council.

Mr Gardam asked what does Development take into account?

The Executive Manager People and Finance advised it takes into account planning and other associated application fees.

- b) More specifically does Development encompass Council's commercial activities such as commercial leases?

**Response**

The Mayor confirmed it does not.

- c) On that basis will Council advise under which area of operation the Bad & Doubtful Debts being listed as 90 days and over and 3 years or more, as discussed in closed session at the July ordinary meeting are included?

**Response**

The Executive Manager People and Finance responded that the report was considered in Closed Session and therefore she was unable to comment.

**Providore Place – Council funded tenant-specific work for Island State Brewing**

- Q1.** In light of these generous fitout costs being subsidised by ratepayers for first tenants will Council confirm if any fitout costs whatsoever are being provided for the new Island State Brewing tenant?

**Response**

The General Manager responded that Council has commercial arrangements with the tenants and the information that can be disclosed has been. We've made public comment in regard to that previously. I think we reassured Mr Gardam at the time that the rent was reflective of the commercial realities including any contributions.

- Q2.** Council has previously funded the tenant-specific base-build cost for the first tenant; accordingly is Council doing the same in the Island State Brewing tenancy and if so what is the contract price for those works and if not contracted then what is the budget amount?

**Response**

The Mayor advised that we've already explained that and released all that we can.

- Q3.** If Council is funding the base-build costs for Island State Brewing then is Council managing the work or paying the tenant for the work and to manage it?

**Response**

The General Manager advised that the question would be taken on notice.

**Waterfront Parkland Redevelopment Completion Date**

- Q1.** Is "time at large" on this contract meaning that the contract date for completion (Adjusted Date for Practical Completion) is no longer effective and therefore no longer contractually enforceable other than the contractor must complete the works in a reasonable time?

**Response**

The General Manager advised that is not correct and confirmed Council have a contractual arrangement with Vos in place.

- Q2.** As Council continues to refuse to disclose an actual completion date for the Waterfront Parkland contract will Council at least advise ratepayers what month next year it expects full completion of the contract including the Elevated Walkway?

**Response**

The General Manager responded, Council has continued to provide regular updates to the community on the progress of the waterfront park and will continue to do so, as soon as new information becomes available.

**Rodney Russell – 225 Steele Street, Devonport**

**Q1.** In regards to Mr Gardam's question where the general manager said he would reply in writing, when will that be available?

**Response**

It was noted a copy will be provided in our Council Agenda in a couple of weeks.

**Q2.** At the beginning of the meeting you asked the councillors to stand up and face the audience which is a good idea but I also would like to see them sitting over there facing that way.

**Response**

The Mayor advised that she accepts the criticism and that it is noted.

**Robert Vellacott – 11 Cocker Place, Devonport**

**Q1.** I just want to make a clarification in regards to Providore Place. I cast no aspersions to the tenants in regard to that property, but my question now is, will Council please treat all contracts and business pertaining to Providore Place, in the same way as all other contracts, and not in Closed Session? I think you are all aware of my thoughts over the years on that and I believe had you stuck to that, half your problems wouldn't be here tonight, half of those problems wouldn't have risen.

**Response**

The Mayor responded that is not always possible, however given the statistics in our annual meeting around how many items we considered in Closed Session compared to Open Session, you will realise that we consider everything that we possibly can in Open Session given people's right to privacy.

**Graeme Nevin – 145 Percy Street, Devonport**

**Q1.** In light of your response to Mr Vellacott my question is, do you agree Madam Mayor that every operational decision in relation to Providore Place, since July 2016, has been made in closed session?

**Response**

The Mayor responded that's probably close to the case, however without going back to every decision over the last five and half years I'm not prepared to agree with that, but I'll take your comment as comment.

**9 CLOSURE**

The Mayor declared the meeting closed at 7:10pm



## 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)

28 October 2021

Mr D Janney  
23 Watkinson Street  
DEVONPORT TAS 7310

Dear Mr Janney

### **RESPONSE TO QUESTION WITHOUT NOTICE RAISED MONDAY 25 OCTOBER 2021**

I write in response to your question without notice, taken on notice at the Council Meeting on Monday, 25 October 2021, as outlined below.

**Q1.** Tonight's Agenda items have authors and endorsers. The Index on page 2 and 3 is not correct, as the page numbers and the item numbers do not agree with the item numbers from 5.2 onwards. In August last year the same problem occurred with the item numbers and page numbers being mismatched. Is the index checked before the agenda?

### **Response**

I confirm the issue in page numbering to which you referred was caused by human error.

Matthew Atkins  
GENERAL MANAGER



*The City with Spirit*



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2 November 2021

Mr T Smith  
7 Glen Court  
DEVONPORT TAS 7310

Dear Mr Smith

### **RESPONSE TO QUESTION WITHOUT NOTICE RAISED MONDAY 25 OCTOBER 2021**

I write in response to your question without notice, taken on notice at the Council Meeting on Monday, 25 October 2021, as outlined below.

**Q1.** The zebra pedestrian crossings at the Splash Aquatic Centre have faded to a poor condition. When will you be getting these pedestrian crossings painted to an acceptable standard?

#### **Response**

The two zebra crossings have faded considerably. A work order has been issued to repaint the two crossings. Work will be completed in coming weeks.

Yours sincerely

Matthew Atkins  
GENERAL MANAGER



*The City with Spirit*



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12 November 2021

Mr M Gardam  
4 Beaumont Drive  
DEVONPORT TAS 7310

Dear Mr Gardam

### **RESPONSE TO QUESTION WITHOUT NOTICE RAISED MONDAY 8 NOVEMBER 2021**

I write in response to your questions without notice, taken on notice at the Annual General Meeting on Monday, 8 November 2021, as outlined below.

#### **Q3 relating to Providore Place:**

If Council is funding the base-build costs for Island State Brewing then is Council managing the work or paying the tenant for the work and to manage it?

#### **Response**

Island State Brewing have leased tenancies 3 & 4 within Providore Place. The lease commenced in July 2021 and all works undertaken since that date have and will be by the tenant.

As previously noted the commercial terms of the lease were negotiated within the context of what internal works were required to make the tenancy functional and are consistent with a market valuation obtained from a registered valuer.

Yours sincerely

Matthew Atkins  
GENERAL MANAGER



*The City with Spirit*

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: 103 Winspears Road, East Devonport TAS 7310

Certificate of Title Reference No.: FR131639/1

### Applicant's Details

Full Name/Company Name: Jana Rockliff of Veris Australia Pty Ltd

Postal Address: 100 Best Street, Devonport TAS 7310

Telephone: 0475 886 121

Email: j.rockliff@veris.com.au

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

Full Name/Company Name: Brian and Fiona Hanafin

Postal Address: 11 Monash Court, Devonport TAS 7310

Telephone: 0438 137 604

Email: fionahanafin101@gmail.com



ABN: 47 611 446 016

PO Box 604

137 Rooke Street

Devonport TAS 7310

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[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?: \_\_\_\_\_

Please refer to submission report for further information

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Description of how the use will operate: Please refer to submission report for further information

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Use Class (Office use only): \_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

Applications may be lodged by email to Council - 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

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

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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, Jana Rockliff of Veris Australia Pty Ltd declare that the owner/s of the land has/have been notified of my intention to make this application.

Applicant's signature:  Date: 31/08/2021

#### 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: 31/08/2021

#### 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 131639	FOLIO 1
EDITION 10	DATE OF ISSUE 10-Jul-2018

SEARCH DATE : 07-Dec-2020

SEARCH TIME : 01.18 PM

DESCRIPTION OF LAND

City of DEVONPORT

Lot 1 on Sealed Plan 131639

Derivation : Part of 150 Acres Gtd to C.Oldaker

Prior CT 116028/1

SCHEDULE 1

M688793 TRANSFER to FIONA MARY HANAFIN and BRIAN JAMES  
HANAFIN Registered 10-Jul-2018 at noon

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

SP 131639 EASEMENTS in Schedule of Easements

SP 131639 WATER SUPPLY RESTRICTION

SP 131639 SEWERAGE AND/OR DRAINAGE RESTRICTION

E143833 MORTGAGE to Bendigo and Adelaide Bank Limited

Registered 10-Jul-2018 at 12.01 PM

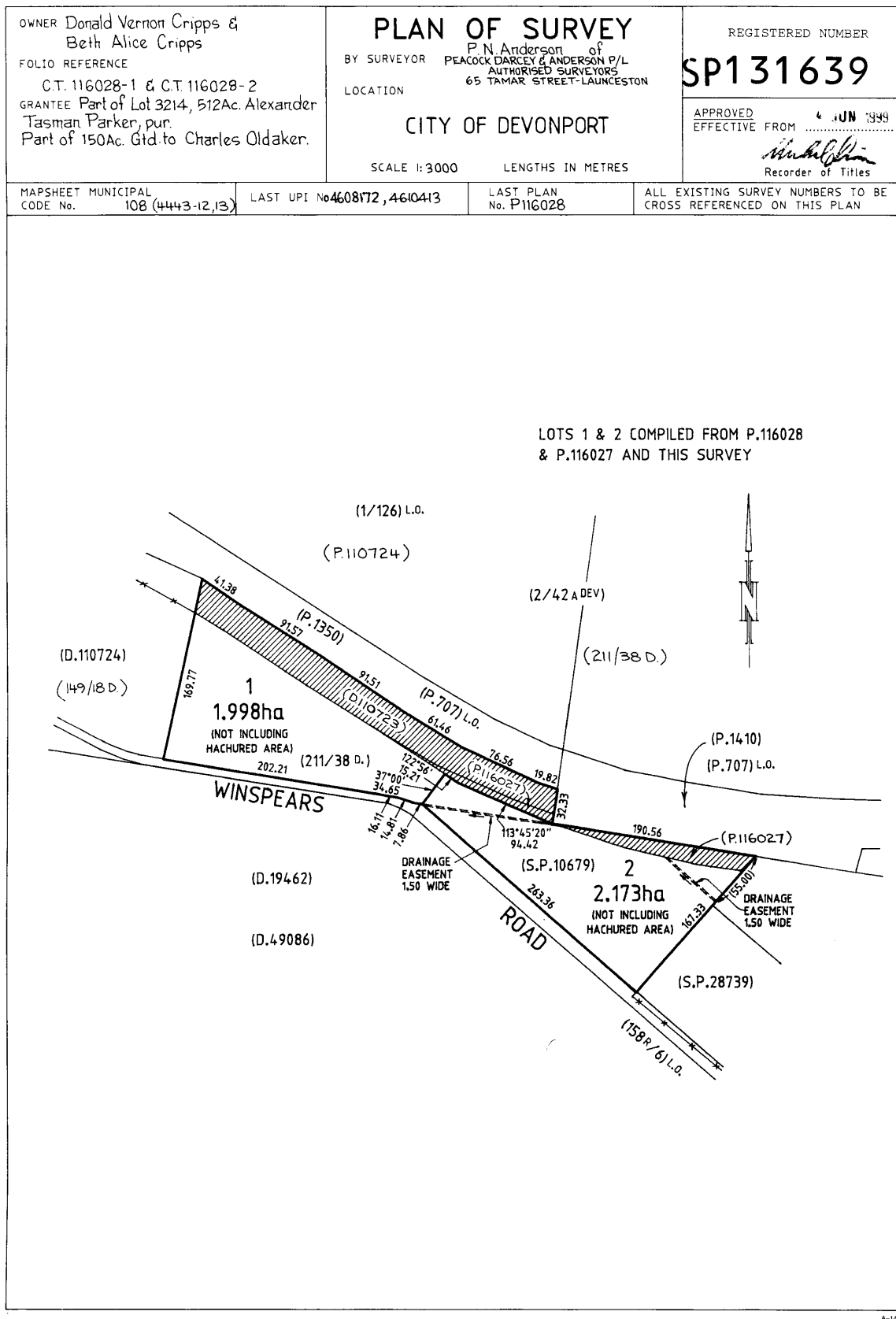
UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

**FOLIO PLAN**

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980





302774

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## Proposed residential development and addition to equestrian facility

F & B Hanafin

103 Winspears Road

East Devonport

September 2021

DEVELOP  
WITH \_\_\_\_\_  
CONFIDENCE <sup>TM</sup>

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## 1. SUMMARY

This report is in support of a Development Application in accordance with Section 57 of the Land Use Planning and Approvals Act 1993 for the construction of a residential dwelling, a secondary residence and the extension of an existing small-scale equestrian training facility on land at 103 Winspears Road, East Devonport (FR131639/1). The subject site is owned by Brian and Fiona Hanafin and this application is made on behalf and with their consent.

The proposal is for the construction of a six (6) bedroom residential dwelling, secondary residence (one (1) bedroom) as well as the construction of a small covered area used for equestrian training.

Devonport City Council is the assessment authority for the application.

An assessment of the proposed development against the provisions of the *Tasmanian Planning Scheme - Devonport* has been undertaken. Those provisions relevant to the development are discussed in this report.

The proposal is consistent with the above-mentioned requirements and is considered appropriate for approval.



## 2. PROPOSAL DESCRIPTION

This submission is in support of an application for a permit to develop a residential dwelling and secondary residence on land at 103 Winspears Road, East Devonport.

The application also includes development to extend the existing use of a small-scale equestrian training facility on the site.

The development proposed is the construction of six-bedroom residential buildings with two bathrooms, a toilet and an open plan kitchen / dining / sitting area. Additionally, it is proposed to construct a transportable self-contained one-bedroom secondary residency. Both dwellings will have a north facing covered veranda. The enclosed drawings by Tas Laughlin illustrate the proposal in detail.

The proposed dwellings are for residential purposes. The main building will provide rooms for rent with shared facilities while the secondary residence will be offered as a self-contained rental.

The extension of the equestrian training facility will include the placement of three additional shipping containers to form a horseshoe shape with the existing containers. The enclosed area of the horseshoe will be covered to create a small covered arena. This development also includes construction of a roofed storage area for horse trailers.

The residential use and the equestrian training will be entirely separate uses on the site.

As the site of the development is outside the area service by Taswater with water and sewage, there will be on-site water storage and on-site waste water disposal.

### 3. SITE DESCRIPTION

The subject site is described in the following table:

Location	103 Winspears Road East Devonport
Ownership	B.J. and F.M. Hanafin (F/R 131639/1)
Site Area (ha) and Road Frontages	Area included in title: 1.998ha Frontage to Winspears Road: 240.99m
Encumbrances	None
Existing Use	Private dressage arena and horse paddocks
Local Government Authority	Devonport City Council
Surrounding Land	Rural Living to east and west, Bass Highway to north, Agriculture to south
Flora and Fauna	TASVEG 3.0 classifies the site as FAG Agricultural, urban and exotic vegetation. The land capability is mapped as Class 4.
Topography	Bishton Creek runs through the site from south east to north west, generally contained within a man-made ditch. The site slopes gently from the boundaries down to this creek.
Planning Scheme Designations	Tasmanian Planning Scheme - Devonport
Referral requirements	N/A

## 4. DEVELOPMENT ASSESSMENT

### 4.1. Tasmanian Planning Scheme 2020

The site is zoned Rural Living under the Tasmanian Planning Scheme (the Scheme). The use classes have been assessed defined and assessed followed by an assessment of the whole development.

#### 4.1.1. Rural Living Zone - Use Assessment

According to 6.2.1 each proposed use or development must be categorised into one of the Use Classes defined within the Scheme. 6.2.2 requires a use which is directly associated with and a subservient part of another use on the same site to be categorised into the same Use Class as that other use. 6.2.5 requires that if there is more than one use or development proposed that each use that is not directly associated with and subservient to another use on the same site must be individually categorised into a Use Class.

#### Residential

The proposal is for a single residential dwelling and a secondary residence used as rentals. Residential is defined in the Scheme as

*“use of land for self-contained or shared accommodation. Examples include a secondary residence, boarding house, communal residence, home-based business, home-based child care, residential care facility, residential college, respite centre, assisted housing, retirement village and single or multiple dwellings.”*

Secondary residence is defined as

“means an additional residence which is self-contained and:

- a) has a gross floor area not more than 60m<sup>2</sup>;
- b) is appurtenant to a single dwelling;
- c) shares with the single dwelling access and parking, and water, sewerage, gas, electricity and telecommunications connections and meters; and
- d) may include laundry facilities.”

According to 11.2 Use Table Residential if for a single dwelling does not require a permit.

#### Extension of equestrian training facility

The equestrian training facility will be used to allow people to engage with horses to learn about them and use these skills to better their life.

According to 6.2.4 a use or development which does not readily fit any Use Class must be categorized into the most similar use class. Following suitable use classes have been identified:

*Domestic Animal Breeding, Boarding or Training: use of land for breeding, boarding or training domestic animals. Examples include an animal pound, cattery and kennel.*

*Sports and Recreation: use of land for organised or competitive recreation or sporting purposes including associated clubrooms. Examples include a bowling alley, fitness centre, firing range, golf course or driving range, gymnasium, outdoor recreation facility, children's play centre, swimming pool, race course, sports ground, and major sporting facility.*

The proposed use does not readily fit either of the above Use classes. The facility will be used by people to allow them to engage with the animals. The activities are done for enjoyment and to better their life. The proposed use is more about the people engaging with the horses rather than the horses getting trained. Therefore, the use classification 'sports and recreation' was chosen as the more appropriate use classification.

According to 11.2 Use Table this use is a discretionary use if for an outdoor recreation facility in the Rural Living zone. The proposed development complies with this qualification. Uses that are discretionary must satisfy the provisions of 11.3.1.

11.3.1 Discretionary uses

	<b>Acceptable Solution</b>	<b>Proposal Response</b>
A1	<i>Hours of operation (...)</i>	The facility will only operate within the hours of 8.00am to 6.00pm Monday to Friday and 9.00am to 12 noon on Saturday.
A2	<i>External lighting (...)</i>	The proposal does not include any external lighting outside the hours of operation.
A3	<i>Commercial vehicle movements (...)</i>	There will be no commercial vehicle movements required as part of this proposal. However, should commercial deliveries be required they will be within the hours of 7.00am to 5.00pm Monday to Friday and 9.00am to 12 noon on Saturday.

## 4.1.2. Rural Living Zone - Development Assessment

11.4.1 Site Coverage

The 11.4.1 AS A1 requires that site coverage be not more than 400m<sup>2</sup>. As the proposal is for single residential dwelling, a secondary residence with a total roofed area (including the decks) of 261m<sup>2</sup> and a covered equestrian arena<sup>1</sup> of 329.4m<sup>2</sup> (including containers and deck), the proposal must be assessed against 11.4.1 P1 which requires that:

*The site coverage must be consistent with that existing on established properties in the area, having regard to:*

	<b>Performance Criteria</b>	<b>Proposal Response</b>
(a)	<i>the topography of the site;</i>	The title is traversed by Bishton Creek. The land slopes gently downwards from the boundaries to the creek. The slopes are such that there will be little excavation of site levelling required to accommodate the development.
(b)	<i>the capacity of the site to absorb runoff;</i>	Run off from the site will be directed to Bishton Creek. Bishton Creek flows out of the property in the north-west corner then runs along the southern boundary of the Bass Highway corridor to eventually reach the Mersey River. It is not proximate to any residences or at risk infrastructure. The existing site area is 19,980m <sup>2</sup> . The proposed site coverage of 590.4m <sup>2</sup> represents about 4% of the total site so will not significantly affect the capacity of the site to absorb runoff.
(c)	<i>the size and shape of the site;</i>	The proposed development can be accommodated within the site.
(d)	<i>the existing buildings and any constraints imposed by existing development;</i>	There are two shipping containers on site, which will be used to form the eastern side of the covered arena. There is a small shed in the vicinity of the proposed visitor accommodation that will be removed as part of this development.
(e)	<i>the need to remove vegetation; and</i>	No vegetation will need to be removed.
(f)	<i>the character of development existing on established properties in the area.</i>	This development will cover approximately 3.0% of the site. The approximate site coverage of adjacent established properties along Winspears Road are: No 77: 9.0% No 79: 0.7% No 80: 22.7%

<sup>1</sup> Containers: 5 x 12.2m x 2.36m = 143.96m<sup>2</sup>; Deck: 12.2m x 3m = 36.6m<sup>2</sup>; Roofed arena = 12.2m x 12.2m = 148.96m<sup>2</sup>

		No 84: 18.8% No 86: 32.1% No 135*: 2.1% No 149-151*: 3.4% No 163*: 7.9% No 163a*: 2.2% <b>Average 11.0%</b> (Those properties marked with * have a site coverage of greater than 400m <sup>2</sup> ) This indicates that the proposed development is consistent with existing development in the area.
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#### 11.4.2 Building height, setback and siting

The proposed development complies with the acceptable solution A1 as all proposed buildings will be below 8.5m.

The proposal does not comply with A2 of this clause. The setback from the frontage for the residential dwelling will be 14.30m. The setback for the covered dressage arena will be 14.30m, in line with the existing shipping container on the site. Performance Criteria P2 is considered to be complied with as follows:

11.4.2 P2: Buildings must be sited to be compatible with the character of the area, having regard to:

	Performance Criteria	Proposal Response
(a)	<i>the topography of the site;</i>	The residential dwelling is required to be sited less than 20m setback from Winspears Road so that there is sufficient land between the units and Bishton Creek to accommodate the on-site waste water management system and satisfy the setback requirements of the Natural Assets Code.
(b)	<i>the setbacks of adjacent buildings;</i>	The house on the property to the west (79 Winspears Road) is approximately 15m setback from the road frontage. The nearest building to the east is a large outbuilding at 135 Winspears Road that is less than 5m from the frontage.
(c)	<i>the height, bulk and form of existing and proposed buildings;</i>	The proposed residential development present a façade of 17m (8.6m + 9.4m) to Winspears Road and a maximum height of approximately 3.0m. The dwelling and the secondary residence will be 7.0m apart, so will not present a single façade. The bulk of the main building will be effectively masked by orientating it so that the narrower side faces the road. The proposed covered arena will be an extension of the existing facility. It will have a height range of 2.3m to 3.0. The façade will be dominated by the 12.2m open arena with a container end on each side 2.3m wide.
(d)	<i>the appearance when viewed from roads and public places; and</i>	Winspears Road serves both the Rural Living zone on the north and the Agriculture zone on the south, this it is appropriate that the covered equestrian facility will be compatible with the appearance of other agricultural buildings when viewed from the road. The residential development will be compatible with other residential buildings in the vicinity.
(e)	<i>the retention of vegetation.</i>	No vegetation will be removed

The proposed development incorporates the establishment of a water supply system which will be located within the 10m setback of the side boundary. Therefore, the proposed development requires the assessment against the performance criteria P3.

11.4.2 P3: Buildings must be sited to not cause an unreasonable loss of amenity to adjoining properties, having regard to:

	Performance Criteria	Proposal Response
(a)	<i>the topography of the site;</i>	The title is traversed by Bishton Creek which reduces the available area suitable for the water storage tanks as the proximity to the unit development is required.
(b)	<i>the size, shape and orientation of the site;</i>	The location of the water storage tanks has been chosen to reduce the visual impact towards the frontage of the site.
(c)	<i>the setbacks of surrounding buildings;</i>	The dwelling on the adjoining property is about 100m away from the side boundary.
(d)	<i>the height bulk and form of existing and proposed buildings;</i>	The storage tank height will be below the building height. The storage tanks will be partly shielded from view by existing vegetation along the side boundary.
(e)	<i>the character of the development existing on established properties in the area; and</i>	<p>The approximate closest side setbacks of adjacent established properties along Winspears Road are:</p> <p>No 77: dwelling approx. 6.5m with smaller outbuildings on side boundary</p> <p>No 79: closest side setback about 4.5m (outbuilding)</p> <p>No 135 closest side setback about 21m (outbuilding)</p> <p>No 149-151 closest side setback about 0.7m (outbuilding)</p> <p>No 163 closest side setback about 13.8m (dwelling)</p> <p>It is also noted that there are side setbacks below 1m on the other side of Winspears Road in close vicinity to the subject site however the zoning of that land is Agriculture.</p> <p>Based on the setbacks in particular for existing outbuildings on adjacent sites the proposed development is consistent with the character of existing developments in the area.</p>
(f)	<i>any overshadowing of adjoining properties or public places.</i>	The dwelling on the adjoining property is about 100m away from the side boundary of the subject site. The proposed building complies with the side setback of 10m. The encroachment into the side setback is due to the placement of water storage tanks which will be below the building height. It is considered that the development does not cause any overshadowing of adjoining properties or public places.

The proposed residential use falls within the criteria for a sensitive use and will be within 200m of the Agriculture zone on the southern side of Winspears Road, so the proposal must satisfy Performance Criteria P4.

11.4.2 P4: Buildings for a sensitive use must be sited so as to not conflict or interfere with uses in the Agriculture Zone or Rural Zone, having regard to:

	Performance Criteria	Proposal Response
(a)	<i>the size, shape and topography of the site;</i>	The entire site is within 200m of the Agriculture zone as are all of the Rural Living zoned properties along Winspears Road. The north western corner of the site is the furthest point at approximately 145m.
(b)	<i>the separation of any existing buildings for sensitive uses on adjoining properties;</i>	All of the existing residences along the northern side of Winspears Road are setback similar distances from the Agriculture zone as is proposed in this application. There can be no additional detriment to the uses in the Agriculture zone as a result of this proposal.
(c)	<i>the existing and potential use of adjoining properties;</i>	The land with the Agriculture zone immediately to the south of the site is Class 4 agricultural land that is not cropped. The Class 2 cropping land is approximately 300m further

		south and is separated from the site by a residence and outbuildings.
(d)	<i>any proposed attenuation measures; and</i>	N/A
(e)	<i>any buffers created by natural or other features.</i>	N/A

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

The relevant parking requirement for Residential as defined in Table C2.1 is 1 space per bedroom or 2 spaces per 3 bedrooms. The proposal is for a 6-bedroom dwelling as well as a 1-bedroom secondary residence. The proposal requires 5 parking spaces. There are no visitor car parking spaces required.

The parking requirement for Sports and Recreation is 50 spaces per facility as none of the defined use classes within Table C2.1 fit the proposed development. As outlined above the chosen Use classification Sport and recreation did not readily fit the proposed development. The alternative use classification is Domestic Animal Breeding, Boarding or Training which requires 1 space per two employees + 2 visitor spaces. There will usually be one employee on site when the facility is operating, so the requirement would be for three spaces. This amount of car parking spaces better reflects the actual use of the site.

The proposed development allows for 9 parking spaces. 5 of these parking spaces are required for the residential use and 4 car parking spaces for the equestrian training facility use. Based on the nature of the use of this land the amount of car parking spaces proposed are considered to be sufficient.

It is noted that the equestrian car parking spaces do not require additional space for trailer manoeuvring as the clients using this facility are only attending the site. The horses live on the property.

It is noted that the site is of sufficient size to accommodate more car parking spaces as required by the Scheme however it is considered bad planning to require the construction of car parking spaces to comply with a Planning Scheme although the actual use does not require it.

The proposed car parking spaces are considered to meet the reasonable needs of the use.

The proposed car parking spaces comply with the requirements for construction, design, layout and number of vehicle accesses.

There is no requirement for bicycle parking spaces for either use classification.

#### 4.1.4. C3.0 Road and Railway Assets Code

The proposed development will increase the number of vehicle movements by approximately 28 daily vehicle movements consistent of 20 vehicle movements from the residential use (2 trips / 5 cars) and 8 vehicle movements from the equestrian facility (1 trip / 4 cars).

The proposal utilises the existing vehicle crossing to the site. The proposal complies with C3.5.1 A1.4 as the estimated daily vehicle movements will be below 40 per day.

#### 4.1.5. C7.0 Natural Assets Code

The subject site is within a waterways and coastal protection area as well as a priority vegetation area and therefore requires the assessment against this code.

The proposed residential buildings are not within 30m of Bishton Creek. However, the proposed covered arena is entirely within the 30m buffer so must be assessed against Performance Criteria C7.6.1 P1.1.

*C7.6.1 P1.1: Buildings and works within a waterway and coastal protection area must avoid or minimise adverse impacts on natural assets, having regard to:*

	<b>Performance Criteria</b>	<b>Proposal Response</b>
(a)	<i>impacts caused by erosion, siltation, sedimentation and runoff;</i>	Stormwater from the covered arena will be collected and piped to Bishton Creek. The amount collected will be insignificant compared to the usual flow of the creek so will not cause any significant impact by erosion, siltation, sedimentation and runoff.
(b)	<i>impacts on riparian or littoral vegetation;</i>	No native vegetation will be removed as part of this development.
(c)	<i>maintaining natural streambank and streambed condition, where it exists;</i>	Bishton Creek flows through the site in a man-made ditch.
(d)	<i>impacts on in-stream natural habitat, such as fallen logs, bank overhangs, rocks and trailing vegetation;</i>	A site assessment has been undertaken by Scott Livingston (Livingston Natural Resource Services) to determine the natural values of the site and to assess the impact of the proposed development to the natural values. His conclusion is that the proposed development is unlikely to have any impact on the threatened Engaus granulatus present within the drainage channel of Bishton Creek. Please refer to email report attached to this report for further details.
(e)	<i>the need to avoid significantly impeding natural flow and drainage;</i>	There will be no impedance of natural flow or drainage
(f)	<i>the need to maintain fish passage, where known to exist;</i>	There will be no impedance of fish passage if it exists.
(g)	<i>the need to avoid land filling of wetlands;</i>	There will be no filling of wetlands
(h)	<i>the need to group new facilities with existing facilities, where reasonably practical;</i>	The proposed covered arena is an extension of the existing outdoor arena and repurposes the existing container to form one of its walls.
(i)	<i>minimising cut and fill;</i>	There will be no significant cut or fill.
(j)	<i>building design that responds to the particular size, shape, contours or slope of the land;</i>	The proposed structure comprises three containers and a roofed area. Its design is in keeping with the agricultural buildings in the vicinity and appropriate for the size, shape and slope of the site.
(k)	<i>minimising impacts on coastal processes, including sand movement and wave action;</i>	The site is not coastal.
(l)	<i>minimising the need for future works for the protection of natural assets, infrastructure and property;</i>	There is no need for future works to protect natural assets, infrastructure and property.
(m)	<i>the environmental best practice guidelines in the Wetlands and Waterways Works Manual; and</i>	The relevant Environmental Best Practice Guideline is 2. Construction Practices in Waterways and Wetlands. These practices can be implemented during the construction phase.
(n)	<i>the guidelines in the Tasmanian Coastal Works Manual.</i>	The site is not coastal.

It is also noted that the waste water application area will be within the 30m setback of the watercourse. The waste water system is designed according to existing Australian standards which requires a separation distance to nearest surface. The risk of water contamination by leakage of waste water is minimal. Please refer to the waste water report prepared by SEAM for more information.

The proposed development will discharge stormwater to the creek, so trigger Performance Criteria C7.6.1 P3. Bishton Creek forms the main drainage for the area having a catchment of several hundred hectares. As it passes through this site, it flows in a man-made ditch. The additional discharge from the residential dwellings and covered arena will not impact water quality and will not require mitigation of impacts from erosion, sedimentation or runoff.

Clause C7.6.2 Clearing within a priority vegetation area is not applicable as there will be no clearance of native vegetation as result of this development.



#### 4.1.6. C13 Bushfire prone areas code

The site is within a bushfire prone area as shown on the relevant overlay map but, as the application is not for a subdivision and neither the use class Residential nor Sports and Recreation is classified as a vulnerable or hazardous use, this code does not apply.

#### 4.1.7. C16 Safeguarding of Airports Code

The site is partially within the Airport Obstacle Limitation Area with building heights limited to 65m AHD. The site is generally at around 25m AHD and proposed buildings are all single storey (3-4m) so maximum height will not exceed 30m AHD, thus the proposal complies with the acceptable solution C16.6.1 A1.

## 5. CONCLUSION

The application is made pursuant to Section 57 of the Land Use Planning and Approvals Act 1993.

The proposal is considered to be consistent with the requirements of the *Tasmanian Planning Scheme - Devonport*, in particular the provisions relating to residential use class and development within the Rural Living zone.

The proposal will allow for the construction of a residential six-bedroom dwelling and a secondary residence as well as the construction of a small, covered area to extend the existing equestrian training facility.

It is therefore requested that the application will be recommended for approval.

—  
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## **SITE AND SOIL EVALUATION SUMMARY**

### **Client**

**Name** Fiona Hanafin  
**Site Address** 103 Winspears Road, East Devonport 7310  
**Postal Address** fionahanafin101@gmail.com

### **Site and Soil Assessment**

**Soil Category** Cat 5 / 6 Soils – Light / med Clays  
**Soil Permeability** 0.1m/day  
**DIR** Design Irrigation Rate: 3mm/day  
**Slope/Aspect** The disposal area has a 1-2 degrees slope with an open northerly aspect.  
**Site Factors** The predominant factors include the potentially heavy wastewater load as well as the close proximity to Bishton Creek. An AWTS has been proposed to mitigate the impacts of these factors.

### **Wastewater System Design**

This report is to calculate and design a wastewater disposal system that will effectively dispose of the wastewater from a proposed accommodation development at 103 Winspears Road, East Devonport.

The proposal is to construct a 6 bedroom accommodation building, as well as an ancillary dwelling with the capability of housing 18 persons.

There will be amenities and laundry facilities for the development increasing the wastewater loadings. The total wastewater loading is based on Table 4 (*Minimum daily wastewater allowance for non-residential buildings*) of the Directors Guidelines for onsite wastewater management systems. Therefore the expected wastewater loadings are:

- **6 bedroom accommodation** (maximum) of 18 persons, with each person generating up to 150L of wastewater per day.

Therefore the total wastewater loading is based on:

- 18 x 150L = 2,700L per day

**A total projected maximum wastewater loading of 2,700L per day is be expected**

It should be noted that the figure of 2,700L per day would be a maximum occupancy, and, although designed for this figure, the loading should be significantly less for most of the time.

**Proposed Wastewater System Design – Aerated Wastewater Treatment System (AWTS). Details over page.**



**Treatment & Disposal - AWTS with irrigation.**

Due to the potentially very heavy wastewater load, heavy soils as well as the close proximity of the nearby surface water, it is proposed to utilise an Aerated Wastewater Treatment System (AWTS) with irrigation.

The area required for irrigation is calculated using the following:

A = Area required for wastewater disposal

Q = Quantity of wastewater (in litres)

DIR = Design Irrigation Rate (based on Cat 5 soils)

- $A = Q/DIR$
- $A = 5,400/3$
- $A = 900m^2$

Collect the wastewater in a new 5000L septic tank then to an AWTS System, pumping the treated wastewater via an indexing valve into 4 new separate irrigation fields totalling 1,800m<sup>2</sup>.

The irrigation area will be divided into 3 areas, each area 300m<sup>2</sup> to ensure even distribution of the irrigated wastewater.

**Disposal Area**

**Proposed irrigation field.**

The proposed irrigation field will be located towards the north of the proposed accommodation buildings (see site plan). Due to the creek running through the property and a 3m setback for any buildings, the disposal area is within this setback and 17m from the creek. The method of irrigation can be either subsurface irrigation into imported sandy loam or surface irrigation into organic mulch and shrubs.

See detailed site plan on page 15 for proposed layout

**SEE FULL REPORT FOR FURTHER DETAILS**



## **SITE AND SOIL EVALUATION REPORT**

### **BACKGROUND**

Site and Soil Evaluation Reports must be submitted with all applications for on-site wastewater management systems. Suitably qualified persons such as – soil scientists, engineering geologists, engineers, environmental health officers or other persons must complete evaluation reports. Designers of the on-site wastewater systems are to use their professional judgement to determine if issues outlined in the Report are relevant or if additional information is required. Also designers are to consider applicable legislation, Codes and Standards in relation to the design of the system.

For further information on site evaluation please consult AS/NZS 1547 – 2012 on-site domestic wastewater management.

### **REPORT**

Municipality	Devonport City Council
Location	103 Winspears Road, East Devonport 7310
Lot Area	Approximately 19,500m <sup>2</sup>
Owner	Fiona Hanafin
Site Plan	see attached
Date of inspection	14 <sup>th</sup> March 2018 & 19 <sup>th</sup> November 2020
Date of this Site & Soil Evaluation Report	13 <sup>th</sup> September 2021
Water Supply	Town water (2,700L /day- MAX)

### **SITE INFORMATION**

#### **Key Features**

The wastewater loading is very high and the property has a creek running through it reducing the amount of space for wastewater disposal. Treatment in an AWTS and irrigation will allow flexibility with the disposal area and reduce the required setback distances.

#### **Topography and Drainage**

The proposed disposal area has slopes of 1-2 degrees with an open northerly aspect. Drainage is average.

#### **Vegetation**

The vegetation within the property consists almost entirely of grassland.

#### **Land Use**

Accommodation.



### **Existing System**

Nil.

### **Climate**

Climate data for the site has been taken from the Australian Bureau of Meteorology web site. Mean monthly rainfall, and mean daily maximum temperature for each month has been taken directly from the Devonport Airport weather station data. To allow for wetter than average weather, the adopted rainfall for each month has an additional 10% added to the mean. A summary of this climate information, as well as monthly retained rain, evapo-transpiration, and evapotranspiration less the retained rain is in the Trench 3™ assessment report. Trench 3™ uses this data when calculating the monthly water balance for the site, which helps determine the system sizing.

### **Soils**

#### **Test Hole 1:**

0 – 230mm	Pale Grey Loamy Silt (Cat 3).
230 – 460mm	Red Clay Loam (Cat 4)
460 – 780mm+	Pale red - Light Clay (Cat 5)

#### **Test Hole 2:**

0 – 150mm	Pale Grey Loamy Silt (Cat 3).
Refusal on cobble	

#### **Test Hole 3:**

0 – 250mm	Pale Grey Loamy Silt (Cat 3).
250 – 900mm	Red Clay Loam (Cat 4)
900 – 980mm+	Pale red - Light Clay (Cat 5)

### **Groundwater**

No encountered, not expected to be an issue.

- AS 1547 Soil Category: Category 5
- Modified Emerson Test: Class 8
- Soil permeability (estimated) 0.1m/day
- Design Irrigation Rate (DIR): 3mm/day

### **Site Stability**

Slopes of 1 degrees are throughout the disposal area. No site stability problems are considered likely.



## Site Capability Issues for On-site Wastewater Management

### Trench 3™ Summary report of Site Capability

**Sustainable Environmental Assessment and Management**  
Land suitability and system sizing for on-site wastewater management  
Trench 3.0 (Australian Institute of Environmental Health)

### Site Capability Report

#### Site & Soil Evaluation - Proposed new accommodation

Assessment for	Fiona Hanafin fionahanafin101@gmail.com	Assess. Date	13-Sep-21
Assessed site(s)	103 Winspears Road, East Devonport 7310	Ref. No.	18021v3
Local authority	Devonport City Council	Site(s) inspected	19-Nov-20
		Assessed by	J Wood

This report summarises data relating to the physical capability of the assessed site(s) to accept wastewater. Environmental sensitivity and system design issues are reported separately. The 'Alert' column flags factors with high (A) or very high (AA) site limitations which probably require special consideration in site acceptability or for system design(s). Blank spaces indicate data have not been entered into TRENCH.

Alert	Factor	Units	Value	Confid level	Limitation		Remarks
					Trench	Amended	
	Expected design area	sq m	19,500	V. high	Very low		
	Density of disposal systems	tsq km	8	Mod.	Very low		
	Slope angle	degrees	1	V. high	Very low		
	Slope form	Straight simple		V. high	Low		
	Surface drainage	Mod. good		High	Low		
	Flood potential	Site floods 1 in 75-100 yrs		Mod.	Low		
	Heavy rain events	Infrequent		Mod.	Moderate		
	Aspect (Southern hemi.)	Faces N		V. high	Very low		
	Frequency of strong winds	Common		High	Low		
	Wastewater volume	L/day	2,700	Mod.	Very high	Moderate	Other factors lessen impact
	SAR of septic tank effluent		2.3	Mod.	Moderate	Low	Other factors lessen impact
	SAR of sullage		2.5	Mod.	Moderate	No change	
	Soil thickness	m	1.0	High	Low	Moderate	
	Depth to bedrock	m	1.8	Mod.	Low	No change	
	Surface rock outcrop	%	0	V. high	Very low		
	Cobbles in soil	%	1	V. high	Very low		
	Soil pH		7.0	Guess	Very low		Other factors lessen impact
	Soil bulk density	gm/cub. cm	1.5	Guess	Low		
	Soil dispersion	Emerson No.	8	High	Very low		
	Adopted permeability	m/day	0.1	High	Very low		
	Long Term Accept. Rate	L/day/sq m	8	Mod.	Very low	Moderate	Other factors increase impact



## Environmental Sensitivity Issues for On-site Wastewater Management

### Trench 3™ Summary report of Environmental Sensitivity

#### Sustainable Environmental Assessment and Management

Land suitability and system sizing for on-site wastewater management  
Trench 3.0 (Australian Institute of Environmental Health)

#### Environmental Sensitivity Report

##### Site & Soil Evaluation - Proposed new accommodation

Assessment for Fiona Hanafin  
fionahanafin101@gmail.com  
Assessed site(s) 103 Winspears Road, East Devonport 7310  
Local authority Devonport City Council

Assess. Date 13-Sep-21  
Ref. No. 18021v3  
Site(s) inspected 19-Nov-20  
Assessed by J Wood

This report summarises data relating to the environmental sensitivity of the assessed site(s) in relation to applied wastewater. Physical capability and system design issues are reported separately. The 'Alert' column flags factors with high (A) or very high (AA) limitations which probably require special consideration in site acceptability or for system design(s). Blank spaces indicate data have not been entered into TRENCH.

Alert	Factor	Units	Value	Confid level	Limitation Trench	Amended	Remarks
A	Cation exchange capacity	mmol/100g	55	Mod.	Moderate	High	
	Phos. adsorp. capacity	kg/cub m	0.8	Mod.	Moderate		
	Annual rainfall excess	mm	291	High	Moderate		
	Min. depth to water table	m	2	High	Low		
	Annual nutrient load	kg	27.8	Guess	Very high	Moderate	Other factors lessen impact
	G'water environ. value Agric sensit/dom irrig			High	Moderate		
	Min. separation dist. required	m	1	High	Very low	Low	Other factors increase impact
	Risk to adjacent bores						Factor not assessed
	Surf. water env. value Agric sensit/dom drink			High	Moderate		
A	Dist. to nearest surface water	m	30	High	Very high	High	
	Dist. to nearest other feature	m	100	High	Low		
	Risk of slope instability		Very low	High	Very low		
	Distance to landslide	m	250	High	Very low		

- Cation Exchange Capacity has been noted

- Nearest surface water has been flagged (Bishton Creek) with treatment in an AWTS and a viral dieback distance of only 1m this system will not impact upon the creek.

Photo 1 – Looking north over Bishton Creek







## Assessment report for On-site Wastewater Management

### Trench 3™ Assessment summary report

#### Sustainable Environmental Assessment and Management

Land suitability and system sizing for on-site wastewater management  
Trench 3.0 (Australian Institute of Environmental Health)

#### Assessment Report

#### Site & Soil Evaluation - Proposed new accommodation

Assessment for Fiona Hanafin fionahanafin101@gmail.com	Assess. Date 13-Sep-21
Assessed site(s) 103 Winspears Road, East Devonport 7310	Ref. No. 18021v3
Local authority Devonport City Council	Site(s) inspected 19-Nov-20
	Assessed by J Wood

This report summarises wastewater volumes, climatic inputs for the site, soil characteristics and system sizing and design issues. Site Capability and Environmental sensitivity issues are reported separately, where 'Alert' columns flag factors with high (A) or very high (AA) limitations which probably require special consideration for system design(s). Blank spaces on this page indicate data have not been entered into TRENCH.

#### Wastewater Characteristics

Wastewater volume (L/day) used for this assessment = 2,700 (using the 'No. of bedrooms in a dwelling' method)  
 Septic tank wastewater volume (L/day) = 890  
 Sullage volume (L/day) = 1,810  
 Total nitrogen (kg/year) generated by wastewater = 19.3  
 Total phosphorus (kg/year) generated by wastewater = 8.5

#### Climatic assumptions for site (Evapotranspiration estimated using mean max. daily temperatures)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Mean rainfall (mm)	51	44	53	74	87	100	122	115	95	82	71	68
Adopted rainfall (R, mm)	56	48	58	81	96	110	134	127	105	90	78	75
Retained rain (Rr, mm)	50	43	52	73	86	99	121	114	95	81	70	68
Max. daily temp. (deg. C)	21	21	20	17	14	12	12	13	15	17	17	19
Evapotrans (ET, mm)	78	65	62	49	40	43	45	45	47	56	61	71
Evapot. less rain (mm)	28	22	10	-24	-47	-56	-16	-10	-48	-25	-9	3
Annual evapotranspiration less retained rain (mm) = -291												

#### Soil characteristics

Texture = Light Clay Category = 5 Thick. (m) = 1  
 Adopted permeability (m/day) = 0.1 Adopted LTAR (L/sq m/day) = 8 Min depth (m) to water = 2

#### Proposed disposal and treatment methods

Proportion of wastewater to be retained on site: All wastewater will be disposed of on the site  
 The preferred method of on-site primary treatment: In a package treatment plant  
 The preferred method of on-site secondary treatment: In-ground  
 The preferred type of in-ground secondary treatment: None  
 The preferred type of above-ground secondary treatment: Trickle irrigation  
 Site modifications or specific designs: Not needed

#### Suggested dimensions for on-site secondary treatment system

Total length (m) = 45  
 Width (m) = 20  
 Depth (m) = 0.2  
 Total disposal area (sq m) required = 1800  
 comprising a Primary Area (sq m) of: 900  
 and a Secondary (backup) Area (sq m) of: 900

Sufficient area is available on site

See full report for details



**AS1547:2012 – Loading Certificate  
103 Winspears Road, East Devonport 7310**

- System capacity (number of persons and daily flow)

The system has been based on up to:

- 18 x 150L = 2,700L per day

**A total projected maximum wastewater loading of 2,700L per day is be expected**

- Summary of design criteria

This report is to calculate and design a wastewater disposal system that can dispose of all the effluent generated by up to 18 persons for proposed visitor accommodation (including laundries) at **103 Winspears Road, East Devonport 7310**

- The location of and use of the ‘reserve area’

There is adequate room for a 100% reserve area within the site.

- Use of water efficient fittings, fixtures, or appliances

The report has been based on figures using tank water without any water saving devices. Figures used have been obtained from Table 4 – *Minimum daily wastewater allowance for non-residential buildings from the Director of Building Control, Guidelines for On-Site Wastewater Management Systems*. Motel – Per resident guest and staff (with laundry). 150L per person per day.

- Allowable variation from design flows (peak loading events)

The wastewater figures used for this report have been based on the **maximum** number (ie 100% occupancy) of persons to be using the proposed visitor accommodation.

- Consequences of changes in loading (due to varying wastewater characteristics)

With the system designed for the maximum wastewater loading, there is expected to be no issues with wastewater disposal for the site.

- Consequences of overloading the system

If the system is continuously overloaded (e.g. higher than 2,700L per day for many days) then there is a chance that the disposal area could fail. If this occurs or is expected to occur, the disposal area could be enlarged by an extra 50% if required.



- Consequences of under loading the system

If flows are lower than expected the consequences are expected to be minimal on the irrigation area. Long term under loading of the system may also result in vegetation die off in the irrigation areas and additional watering may be required.

The system should be placed in safe mode when unoccupied for long periods. Under such circumstances additional maintenance of the system may be required when reactivated.

- Lack of maintenance / monitoring consequences:

The system may not be maintained every quarter including the irrigation areas for reasons such as failure to keep up quarterly payments, sale of the house and new owners not familiar with the contract for maintenance or the contractor not being able to continue with the maintenance or neglecting reporting the lack of irrigation area maintenance.

In such circumstance issues of under loading or overloading and condition of the irrigation area are likely to require monitoring and maintenance.

This situation may result in unacceptable health and environmental risks. In such instances, compliance can be regulated by the Local Authority Environmental Health Officer through a range of regulatory tools to ensure compliance.

- **Other considerations:**

Owners/occupiers should be made aware of the importance of maintaining their onsite waste water management system including the irrigation area the maintenance contract for the system.

J. M. Wood

Building Services Designer Hydraulic Accreditation # CC1984 K

A handwritten signature in dark ink, appearing to read 'J. M. Wood', is written on a light-colored, slightly textured background.



Acceptable Solutions	Performance Criteria	Compliance
<b>A1</b>  Horizontal separation distance from a building to a land application area must comply with one of the following: <ul style="list-style-type: none"> <li>- be no less than 6m; or</li> <li>- be no less than: <ul style="list-style-type: none"> <li>(i) 3m from an upslope building or level building;</li> <li>(ii) If primary treated effluent to be no less than 4m plus 1m for every degree of average gradient from a downslope building;</li> <li>(iii) If secondary treated effluent and subsurface application, no less than 2m plus 0.25m for every degree of average gradient from a downslope building.</li> </ul> </li> </ul>	<b>P1</b>  a) The land application area is located so that: <ul style="list-style-type: none"> <li>(i) the risk of wastewater reducing the bearing capacity of a building's foundations is acceptably low; and</li> <li>(ii) is setback a sufficient distance from a downslope excavation around or under a building to prevent inadequately treated wastewater seeping out of that excavation.</li> </ul>	<b>Complies with A1(i)</b>  <b>Disposal area is &gt;3m from upslope building.</b>
<b>A2</b>  Horizontal separation distance from downslope surface water to a land application area must comply with (a) or (b) <ul style="list-style-type: none"> <li>(a) be no less than 100m; or</li> <li>(b) be no less than the following: <ul style="list-style-type: none"> <li>(i) if primary treated effluent 15m plus 7m for every degree of average gradient to downslope surface water; or</li> <li>(ii) if secondary treated effluent and subsurface application, 15m plus 2m for every degree of average gradient to down slope surface water.</li> </ul> </li> </ul>	<b>P2</b>  Horizontal separation distance from downslope surface water to a land application area must comply with all of the following: <ul style="list-style-type: none"> <li>a) Setbacks must be consistent with AS/NZS 1547 Appendix R;</li> <li>b) A risk assessment in accordance with Appendix A of AS/NZS 1547 has been completed that</li> </ul>	<b>Complies with (bii)</b>  <b>The nearest surface water is approximately 25m away with the required distance being 17m</b>  <b>15m + 2m x 1 degrees = 17m.</b>  <b>Disposal area will be kept a minimum of 17m from Bishton Creek</b>
<b>A3</b>  Horizontal separation distance from a property boundary to a land application area must comply with either of the following: <ul style="list-style-type: none"> <li>(a) be no less than 40m from a property boundary; or</li> <li>(b) be no less than: <ul style="list-style-type: none"> <li>(i) 1.5m from an upslope or level property boundary; and</li> <li>(ii) If primary treated effluent 2m for every degree of average gradient from a downslope property boundary; or</li> <li>(iii) If secondary treated effluent and subsurface application, 1.5m plus 1m for every degree of average gradient from a downslope property boundary.</li> </ul> </li> </ul>	<b>P3</b>  Horizontal separation distance from a property boundary to a land application area must comply with all of the following: <ul style="list-style-type: none"> <li>(a) Setback must be consistent with AS/NZS 1547 Appendix R; and</li> <li>(b) A risk assessment in accordance with Appendix A of AS/NZS 1547 has been completed that demonstrates that the risk is acceptable.</li> </ul>	<b>Complies with A3 (bi &amp; biii)</b>  <b>Disposal area is &gt;1.5m from the level property boundary &amp; is &gt;2.5m from the downslope boundary</b>  <b>1.5m + 1m x 1 degrees = 2.5m</b>



<p><b>A4</b></p> <p>Horizontal separation distance from a downslope bore, well or similar water supply to a land application area must be no less than 50m and not be within the zone of influence of the bore whether up or down gradient.</p>	<p><b>P4</b></p> <p>Horizontal separation distance from a downslope bore, well or similar water supply to a land application area must comply with all of the following:</p> <p>(a) Setback must be consistent with AS/NZS 1547 Appendix R; and</p> <p>(b) A risk assessment completed in accordance with Appendix A of AS/NZS 1547 demonstrates that the risk is acceptable</p>	<p><b>Complies with P4</b></p> <p><b>There are no bores within 50m of the disposal area.</b></p> <p><b>Nearest bore is 200m away and upslope of the disposal area.</b></p>
<p><b>A5</b></p> <p>Vertical separation distance between groundwater and a land application area must be no less than:</p> <p>(a) 1.5m if primary treated effluent; or</p> <p>(b) 0.6m if secondary treated effluent</p>	<p><b>P5</b></p> <p>Vertical separation distance between groundwater and a land application area must comply with the following:</p> <p>(a) Setback must be consistent with AS/NZS 1547 Appendix R; and</p> <p>(b) A risk assessment completed in accordance with Appendix A of AS/NZS 1547 that demonstrates that the risk is acceptable</p>	<p><b>Complies with A5(a)</b></p> <p><b>There is no ground water within 0.6m (vertical) of the LAA</b></p>
<p><b>A6</b></p> <p>Vertical separation distance between a limiting layer and a land application area must be no less than:</p> <p>(a) 1.5m if primary treated effluent; or</p> <p>(b) 0.5m if secondary treated effluent.</p>	<p><b>P6</b></p> <p>Vertical setback must be consistent with AS/NZS1547 Appendix R.</p>	<p><b>Complies with A6 (b)</b></p> <p><b>The disposal area will be &lt;0.5m from the limiting layer (Secondary treated effluent)</b></p>
<p><b>A7</b></p> <p>nil</p>	<p><b>P7</b></p> <p>A wastewater treatment unit must be located a sufficient distance from buildings or neighbouring properties so that emissions (odour, noise or aerosols) from the unit do not create an environmental nuisance to the residents of those properties</p> <p><i>Note: Part 6 of the Building Act 2016 specifies requirements for protection work which apply to plumbing work including a wastewater treatment unit.</i></p>	<p><b>Complies with P7</b></p>



### **RECOMMENDED SYSTEM DESIGN(S)**

Due to the potentially heavy wastewater load, as well as the close proximity of the nearby surface water, it is proposed to utilise an Aerated Wastewater Treatment System (AWTS) with irrigation.

The area required for irrigation is calculated using the following:

A = Area required for wastewater disposal

Q = Quantity of wastewater (in litres)

DIR = Design Irrigation Rate (based on Cat 5 soils)

$$A = Q/DIR; A = 2,700/3; A = 900m^2$$

Collect the wastewater in a new 5000L septic tank then to an AWTS Systems, set up in parallel for each system to take half the flow and pump the wastewater into 3 new separate surface irrigation fields totalling 900m<sup>2</sup>.

The irrigation area will be divided into 3 areas, each area being 300m<sup>2</sup> to ensure even distribution of the irrigated wastewater. Each area is recommended to be 15m x 20m located 17m from the creek

### **Specifications:**

- 5000L septic tank to provide primary treatment
- **Envirocycle** Treatment Systems with modular tanks for secondary treatment to be installed and set up in parallel with each pumping to 3 x separate subsurface irrigation areas of the same size; this way the development can be staged.
- Minimum pump capacity to be 25m head at the highest point of the irrigation line
- Vacuum breaker to be installed. Wastewater to be returned to the wastewater unit
- 120 – 130 micron inline filter or spray heads to be installed
- A surface water cut off drain is to be installed upslope of the irrigation field
- Disposal area to be kept free of vehicular access
- Disposal area to be kept free of animals
- Disposal area to be ripped and dosed with gypsum prior to the installation of the dedicated KISS subsurface irrigation pipes
- The preferred method is subsurface irrigation into a minimum of 100mm of sandy loam and seed with grass
- For surface irrigation is elected, the area is to be covered with 150mm of organic mulch and planted out with water tolerant plants in dedicated shelter belts (see list of suitable plants)

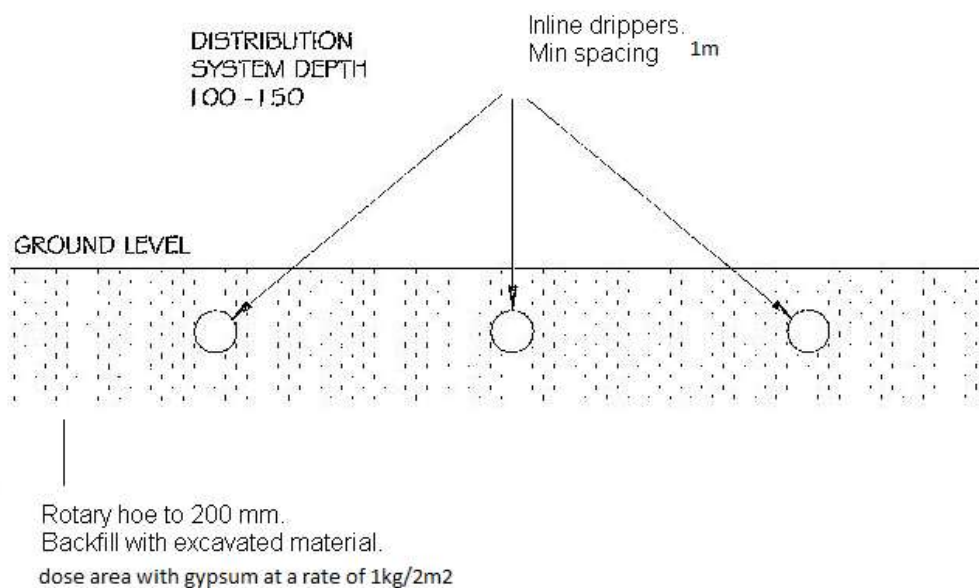
### **Notes:**

- If the soil varies significantly than that illustrated in this report please contact the designer immediately
- If bedrock is encountered during the excavation of the beds the designer is to be contacted immediately
- If ground water is encountered during the excavation of the beds the designer is to be contacted immediately

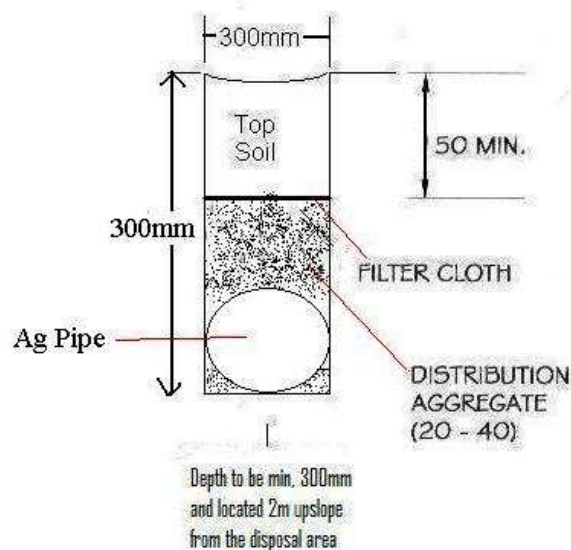
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## Surface Irrigation



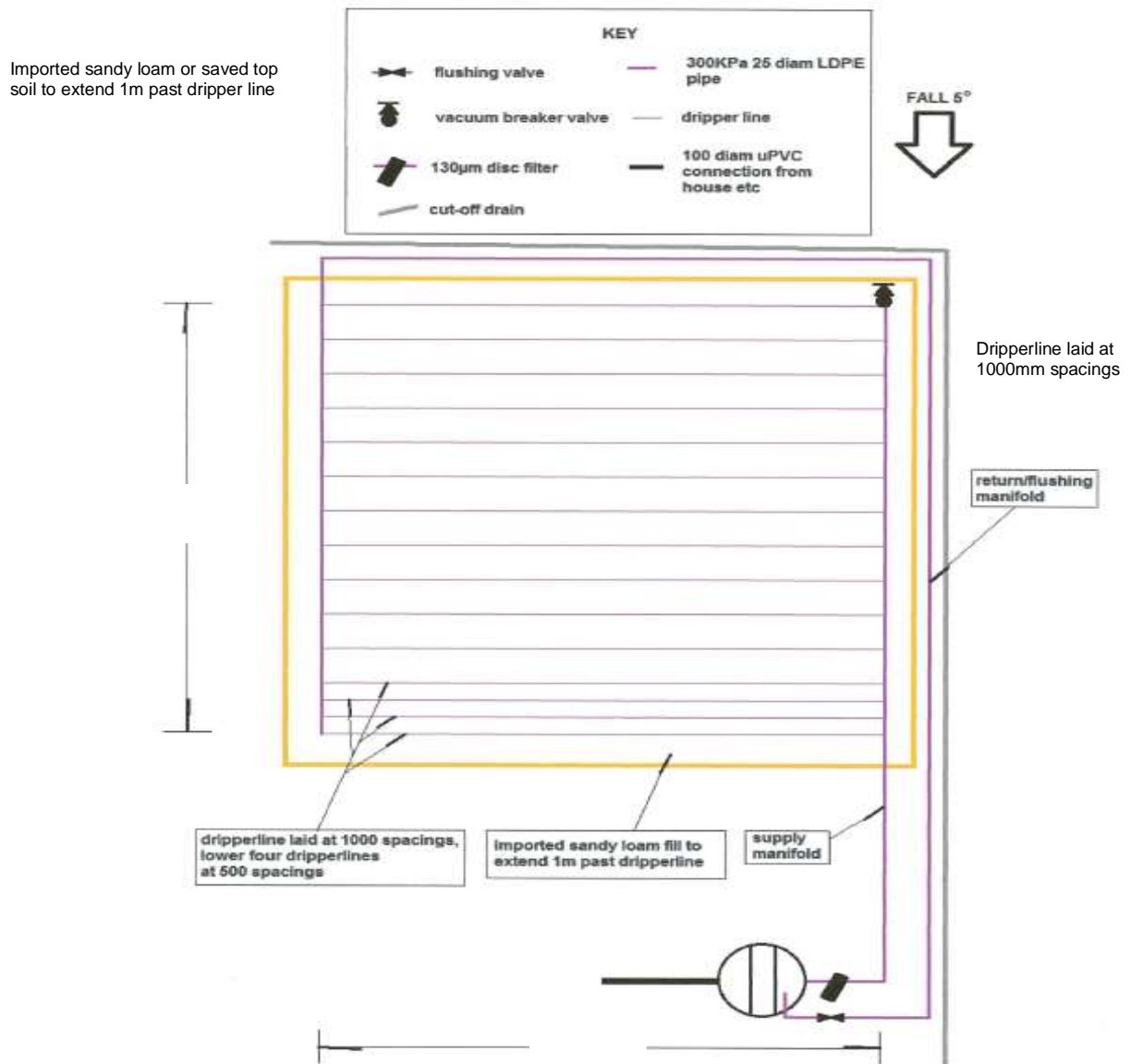
## Shallow Sub-Surface Drip Irrigation System



## CUT-OFF DRAIN DETAIL



Subsurface Irrigation layout (reference to original plan provided by Tasman Council)  
(indicative only) not to scale – see site plan for shape and size of proposed irrigation area.



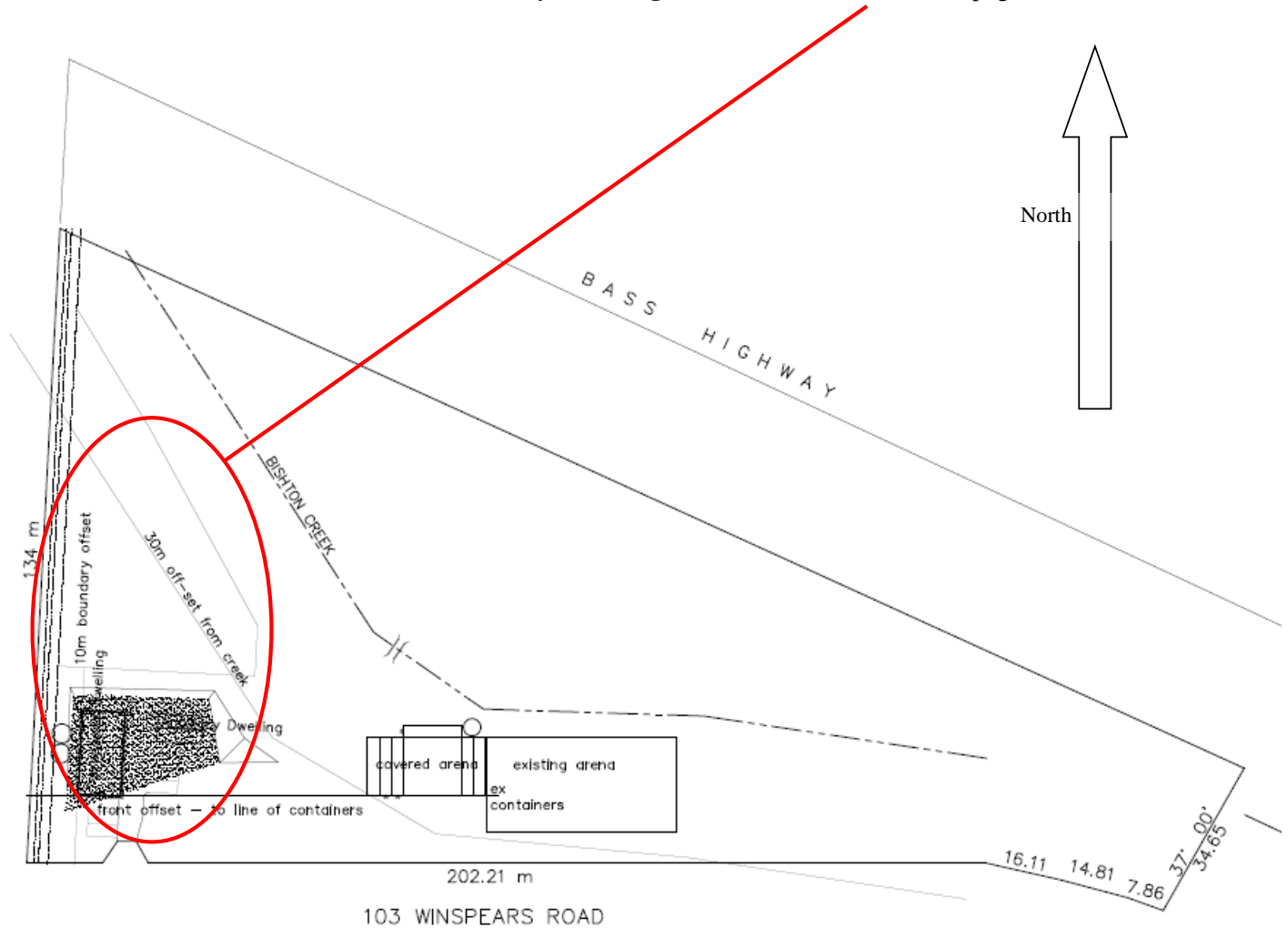


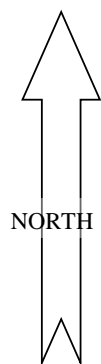


**Overall Site Plan**

**Site Plan by Tas Laughlin**

See detail over page

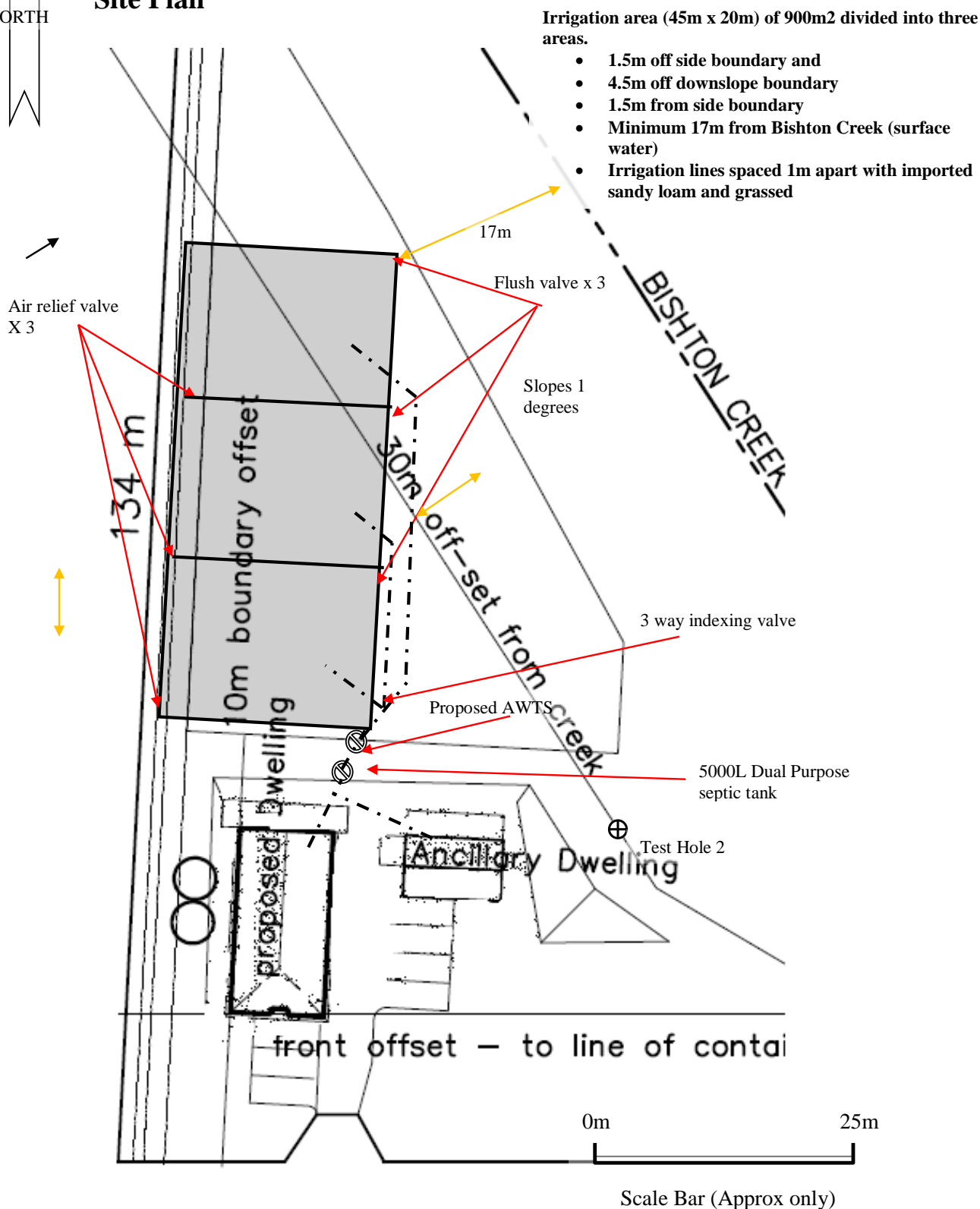




**NOTE**

All plumbing work to be carried out by a licensed plumber  
 All work to be in accordance with the Plumbing Code 2019, Plumbing Regs. 2018 & AS 3500  
 Subsurface irrigation areas to be installed in accordance with AS 1547-2012  
 The responsibility for the installation rests with the owner and their agent  
 An as constructed drawing of system to be provided on completion.  
 There are many factors affecting the successful operation of an on-site wastewater system and it is likely that at some time in the future additional work may be required.

**Site Plan**





### **Maintenance Schedule of your On Site Wastewater System**

Your On Site Wastewater System has been designed to meet the performance requirements of the Australian Standards, AS1547:2012. Correctly operated and maintained, it should give you years of reliable service.

This maintenance guide has been prepared to outline the maintenance required to ensure the maximum operating life of your system. Please keep it in an easily accessible place, ideally attached to a wall, to enable easy reference.

#### **Operating tips for a healthy on-site wastewater system:**

- Ⓢ Use a sink strainer, and do not use in sink garbage grinders
- Ⓢ Do not dispose of oils and fats down the sink
- Ⓢ Avoid harsh chemical cleaners such as bleach, which kills bacteria in the septic tank.
- Ⓢ Use cleaners designed for use with on-site wastewater systems. There are some “Probiotic” cleaners available, which provide beneficial bacteria for your septic.
- Ⓢ Use low sodium, low phosphorous detergents.
- Ⓢ Do not dispose of items such as hazardous chemicals and paints, condoms, nappies, tampons or cigarette butts into the sink / toilet
- Ⓢ Reduce water usage where possible, Install water saving devices, and have leakages repaired. Less water means a reduced loading on your septic tank.
- Ⓢ Do not disturb, drive on or build on top of wastewater infrastructure such as septic tanks, grease traps, lint filters, absorption areas and irrigation areas.

#### **Recommended Maintenance**

- Ⓢ Septic tanks should be pumped out every 3 – 5 years. This is to prevent the build-up of solids from your tank being carried through to the trenches, which could lead to trench blockages.
- Ⓢ Inspection and cleaning of lint filters and grease traps, if you have them, at least every 3 months. Clean them out, and dispose of waste appropriately.

Date of system Design: 13/09/21

Date of installation: .....

Date of last pump-out of septic tank:

03 62281600  
[admin@seam.com.au](mailto:admin@seam.com.au)  
[www.seam.com.au](http://www.seam.com.au)



I/We authorise the Devonport City Council to make copies of the report for internal office use.  
Attached with the report or included with the application are original copies of all required  
certifications from suitably qualified persons. The design of this on-site wastewater system is suitable  
for the properties referred to in this report and the application.

**DESIGNER**

Approved by: James Wood

**NAME OF ORGANISATION:** S.E.A.M.  
(Sustainable Environmental Assessment and Management)

**ADDRESS:**  
Office: 160 New Town Road, NEW TOWN 7008  
NW: 41c Stewart Street, DEVONPORT 7315

**CONTACT DETAILS:**  
Mob: 0419 330 686  
Ph: (03) 6228 1600

A handwritten signature in dark ink, appearing to be "JW", is centered within a light gray rectangular box.

SIGNED: \_\_\_\_\_ Date: 13<sup>th</sup> September 2021

**CERTIFICATE OF THE RESPONSIBLE DESIGNER**

**Section 94**  
**Section 106**  
**Section 129**  
**Section 155**

To:  Owner name  
 Address  
 Suburb/postcode

Form **35**

**Designer details:**

Name:  Category:   
 Business name:  Phone No:   
 Business address:   
  Fax No:   
 Licence No:  Email address:

**Details of the proposed work:**

**Owner/Applicant**  Designer's project reference No.   
**Address:**  Lot No:   
   
**Type of work:** Building work ☐ Plumbing work ☒ (X all applicable)

**Description of work:**

Wastewater system design for proposed 6 bedroom dwelling & ancillary unit TOTAL 18 persons = 2700L per day.

(new building / alteration /  
 addition / repair / removal /  
 re-erection  
 water / sewerage /  
 stormwater /  
 on-site wastewater  
 management system /  
 backflow prevention / other)

**Description of the Design Work (Scope, limitations or exclusions):** (X all applicable certificates)

Certificate Type:	Certificate	Responsible Practitioner
	<input type="checkbox"/> Building design	Architect or Building Designer
	<input type="checkbox"/> Structural design	Engineer or Civil Designer
	<input type="checkbox"/> Fire Safety design	Fire Engineer
	<input type="checkbox"/> Civil design	Civil Engineer or Civil Designer
	<input checked="" type="checkbox"/> Hydraulic design	Building Services Designer
	<input type="checkbox"/> Fire service design	Building Services Designer
	<input type="checkbox"/> Electrical design	Building Services Designer
	<input type="checkbox"/> Mechanical design	Building Service Designer
	<input checked="" type="checkbox"/> Plumbing design	Plumber-Certifier; Architect, Building Designer or Engineer
	<input type="checkbox"/> Other (specify)	
Deemed-to-Satisfy: <input checked="" type="checkbox"/>		Performance Solution: <input type="checkbox"/> <small>(X the appropriate box)</small>
Other details:		

**Design documents provided:**

The following documents are provided with this Certificate –

*Document description:*

Drawing numbers: Site Plan Layout	Prepared by: Provided by Tas Lauglin	Date: 24/08/21
Schedules:	Prepared by: SEAM	Date: 13/09/21
Specifications:	Prepared by: SEAM	Date: 13/09/21
Computations:	Prepared by: SEAM	Date: 13/09/21
Performance solution proposals:	Prepared by: N/A	Date: N/A
Test reports:	Prepared by: SEAM	Date: 13/09/21

**Standards, codes or guidelines relied on in design process:**

- AS1547:2012
- Trench 3 <sup>TM</sup>
- Directors Guidelines for on-site wastewater management systems – Building Act 2016

**Any other relevant documentation:**

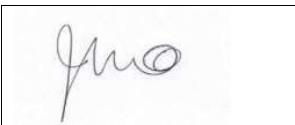
All plumbing work to be carried out by a licensed plumber  
 All work to be in accordance with the Plumbing Code 2019, Plumbing Regs. 2018 & AS 3500  
 The responsibility for the installation rests with the owner and their agent  
 An as constructed drawing of system to be provided on completion.  
 There are many factors affecting the successful operation of a stormwater treatment system and it is likely that at some time in the future additional work may be required to maintain the system operational and nuisance free.

**Attribution as designer:**

I James Wood am responsible for the design of that part of the work as described in this certificate;

The documentation relating to the design includes sufficient information for the assessment of the work in accordance with the *Building Act 2016* and sufficient detail for the builder or plumber to carry out the work in accordance with the documents and the Act;

This certificate confirms compliance and is evidence of suitability of this design with the requirements of the National Construction Code.

	<i>Name: (print)</i>	<i>Signed</i>	<i>Date</i>
Designer:	James Wood		13/09/21
Licence No:	CC1984K		

### Assessment of Certifiable Works: (TasWater)

**Note: single residential dwellings and outbuildings on a lot with an existing sewer connection are not considered to increase demand and are not certifiable.**

**If you cannot check ALL of these boxes, LEAVE THIS SECTION BLANK.**

**TasWater must then be contacted to determine if the proposed works are Certifiable Works.**


**I confirm that the proposed works are not Certifiable Works, in accordance with the Guidelines for TasWater CCW Assessments, by virtue that all of the following are satisfied:**

- ☒ The works will not increase the demand for water supplied by TasWater
- ☒ The works will not increase or decrease the amount of sewage or toxins that is to be removed by, or discharged into, TasWater's sewerage infrastructure
- ☒ The works will not require a new connection, or a modification to an existing connection, to be made to TasWater's infrastructure
- ☒ The works will not damage or interfere with TasWater's works
- ☒ The works will not adversely affect TasWater's operations
- ☒ The work are not within 2m of TasWater's infrastructure and are outside any TasWater easement
- ☒ I have checked the LISTMap to confirm the location of TasWater infrastructure
- ☒ If the property is connected to TasWater's water system, a water meter is in place, or has been applied for to TasWater.

### Certification:

I James Wood being responsible for the proposed work, am satisfied that the works described above are not Certifiable Works, as defined within the *Water and Sewerage Industry Act 2008*, that I have answered the above questions with all due diligence and have read and understood the Guidelines for TasWater CCW Assessments.

Note: the Guidelines for TasWater Certification of Certifiable Works Assessments are available at: [www.taswater.com.au](http://www.taswater.com.au)

	<i>Name: (print)</i>	<i>Signed</i>	<i>Date</i>
Designer:	James Wood		13/09/21

---

**To:** Scott Livingston  
**Subject:** RE: Natural value assessment Windspears Rd

---

**From:** Scott Livingston <scottlivingston.lnrs@gmail.com>  
**Sent:** Friday, 26 March 2021 10:46 AM  
**To:** Jana Rockliff <j.rockliff@veris.com.au>; Fionahanafin101@gmail.com  
**Subject:** Re: Natural value assessment Windspears Rd

#### **Natural Values 103 Winspears Road East Devonport**

I undertook a site inspection at 103 Winspears Road, East Devonport on 25<sup>th</sup> March 2021 to ascertain the natural values of the site. Primarily this was focused on the presence or potential habitat for burrowing crayfish however, all other natural values were considered.

The site is cleared and predominately pasture and weeds with some native vegetation along Bishton Creek and drainage line along the western boundary. The remnant native vegetation is predominately *Melaleuca ericifolia* (coast paper bark) with a single eucalypt along the creek. Bishtons Creek is a manmade ditch through what originally would have been a broad swampy area with no defined stream channel, its catchment cleared farmland with minimal native vegetation remaining.

Occasional crayfish burrows were found along the watercourse, generally around the midpoint of the bank, these were widely spaced along the length of the watercourse, no burrows were found on the drainage line along the western boundary though dense growth made visibility difficult. The ephemeral flows provide less suitable habitat. No burrows were found outside the formed drain and no areas of pasture appear to have sufficient waterlogging to provide habitat.

While no species identification was undertaken it is assumed that the burrows are *Engaus granulatus* Central North Burrowing Crayfish based on know range, although there are other burrowing crayfish species known within the area. Positive identification would require excavation of burrows with associated damage to habitat. *Engaus granulatus* is listed as endangered under Threatened Species Act 1995 (State) and Environment Protection and Biodiversity Conservation Act 1999 (Federal).

The major threats to the population on the site are drying out of the habitat, lowering of the water table and crushing of burrows. Given the past disturbance and changes to drainage patterns it is considered unlikely that further drainage works will be required, stock is currently excluded from the drain by electric fencing and as long as this remains effective damage is unlikely. The greatest potential impact on site is further excavation of the drainage line to increase depth/ capacity and this should be avoided. Changes in the amount and timing of flows in the creek is totally dependent on upstream land use, noting there are a number of irrigation dams upstream. While water quality can have an impact on the species the high level of upstream agriculture and minimal stream side vegetation is already affecting that, and no significant change is likely.

In summary, the proposed developments on 103 Winspears Road for containers and accommodation units are unlikely to have any impact on the threatened *Engaus granulatus* present within the drainage channel of Bishtons Creek.

It is recommended that exclusion of livestock from the creek is maintained and no excavation works are undertaken on the main creek channel or immediate vicinity of the creek bank. If additional storm water discharge or drainage is required on site it should wherever possible be direct to either of the existing side drains on the southern portion of the property. Provided these recommendations are followed no significant impact on the burrowing crayfish is expected and no requirements under the Threatened Species Act, or EPBC are anticipated. The proposed



development requires no clearing of native vegetation, a portion of the development is with 30m of Bishtons Creek is within the Waterways and Coastal Protection Area and provided there is no disturbance to the stream bank of Bishtons Creek the potential impacts on the natural values of the waterway will be avoided and meet C.6.1 P1 of the Tasmanian Planning Scheme( Devonport).

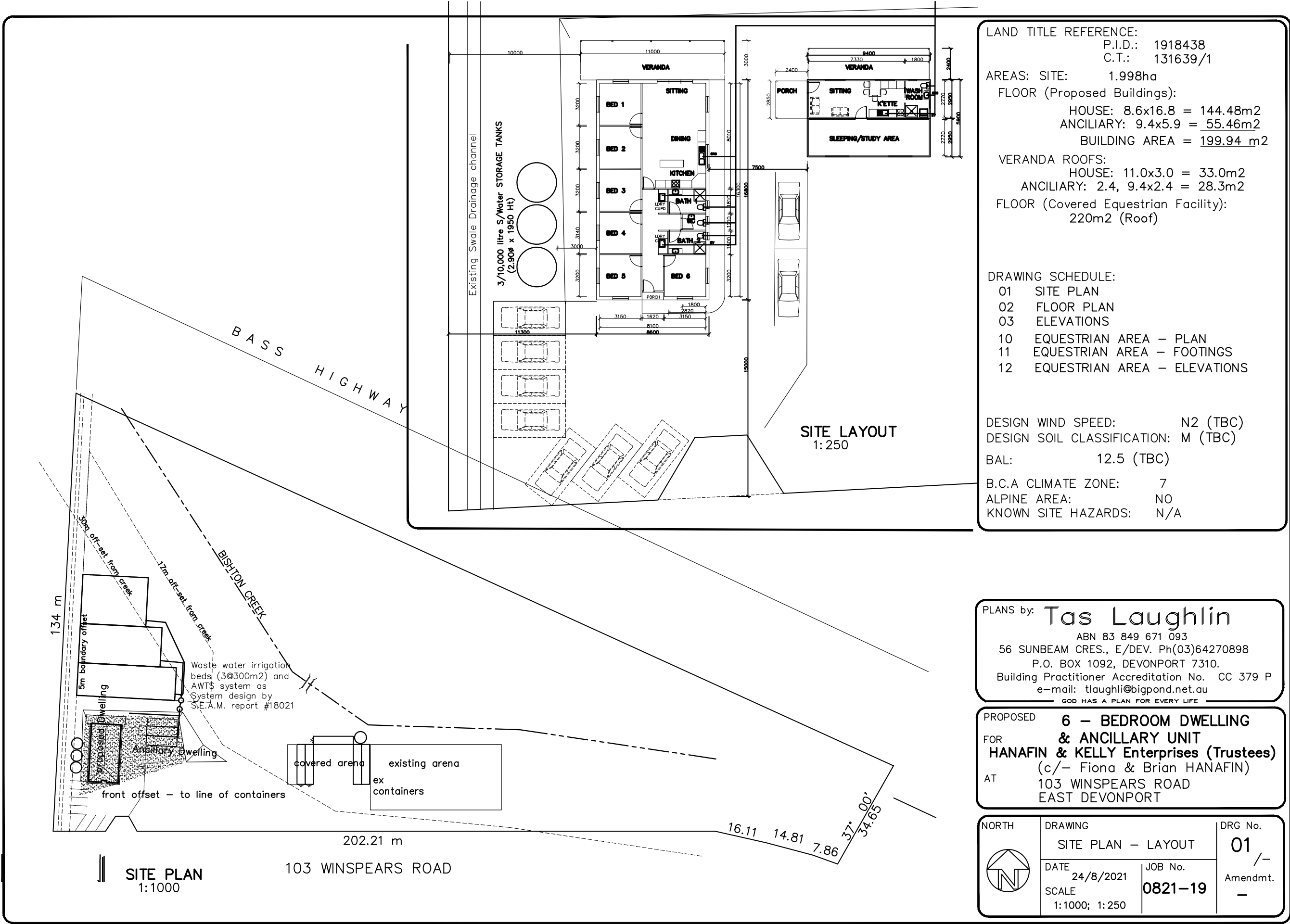
regards

Scott Livingston

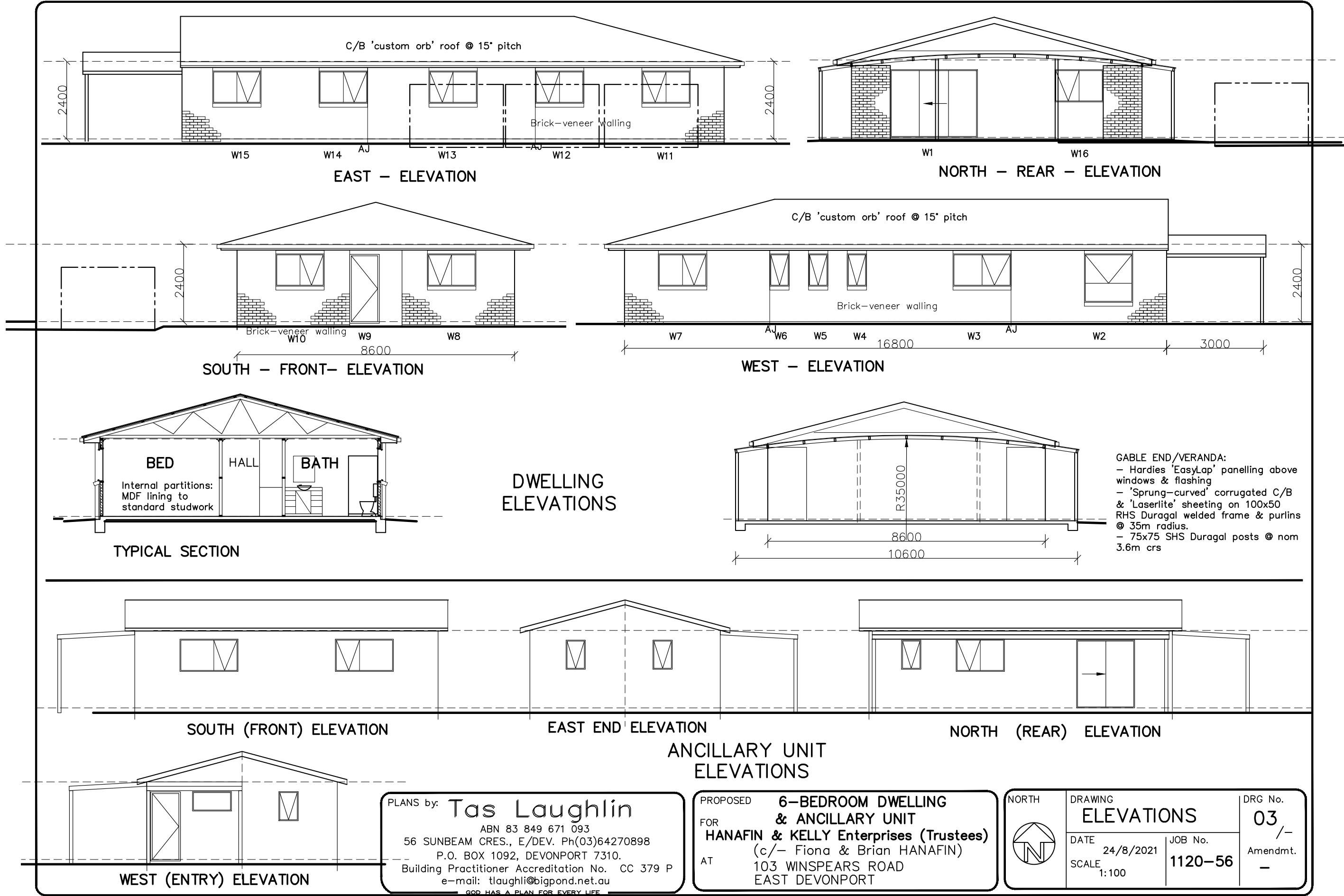
Master of Environmental Management  
Forest practices Officer (Planning)

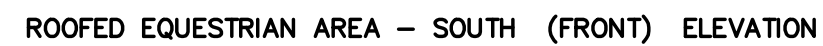
Accredited Person under part 4A of the Fire Service Act 1979: BFP-105

Livingston Natural Resource Services  
mob 0438 951 021  
[scottlivingston.lnrs@gmail.com](mailto:scottlivingston.lnrs@gmail.com)



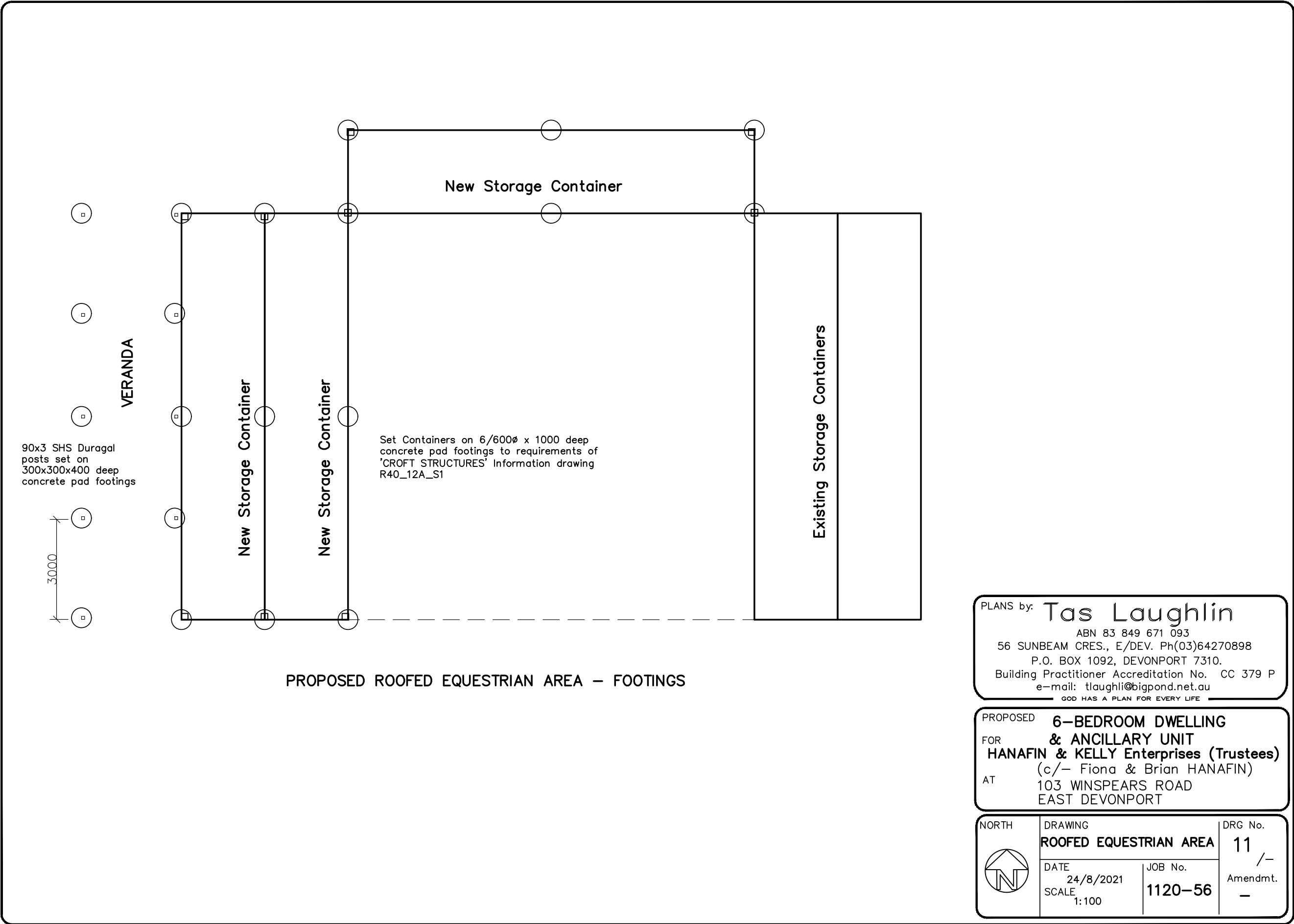


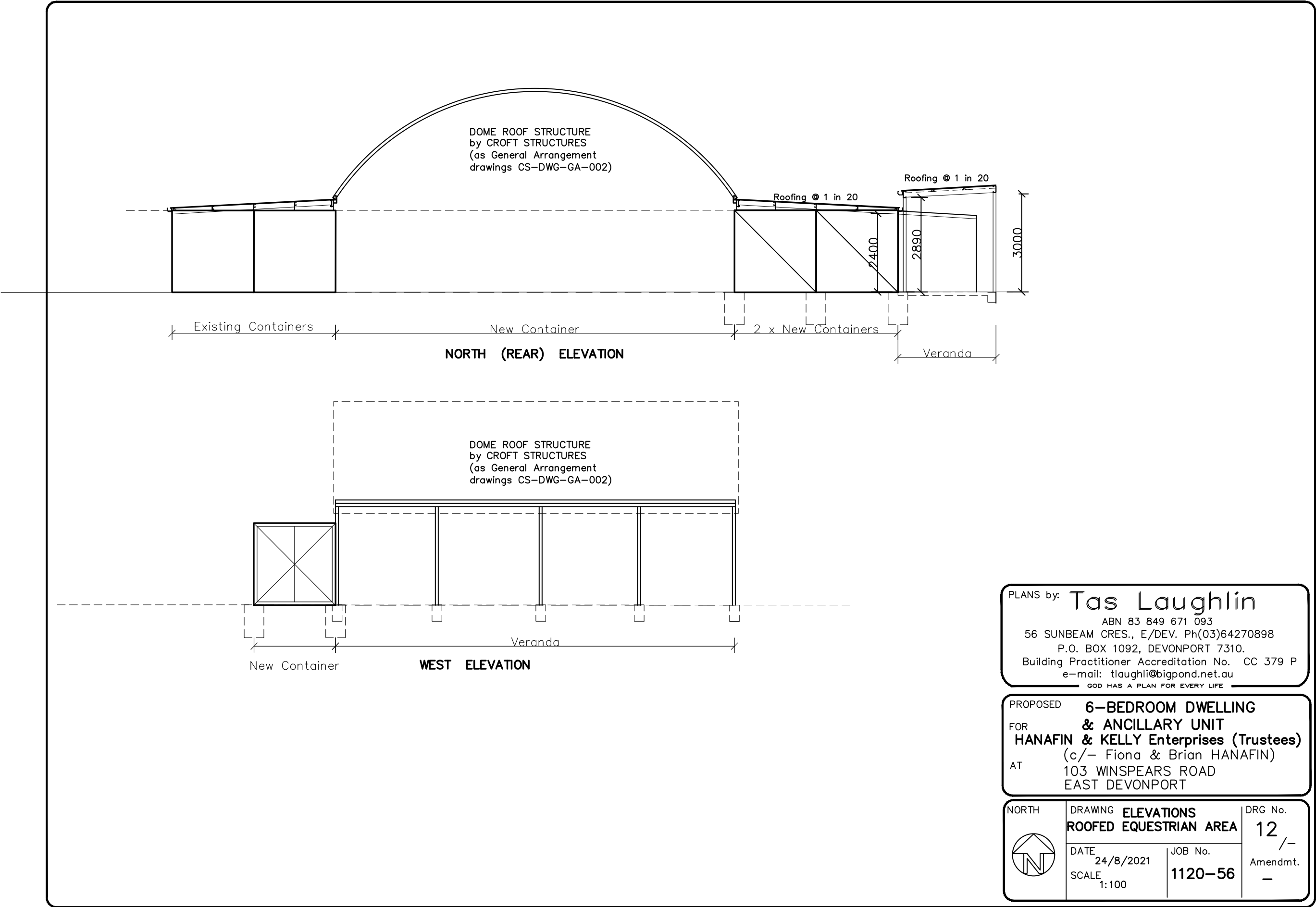




PROPOSED **6-BEDROOM DWELLING**  
FOR **& ANCILLARY UNIT**  
**HANAFIN & KELLY Enterprises (Trustees)**  
(c/- Fiona & Brian HANAFIN)  
AT **103 WINSPEARS ROAD**  
**EAST DEVONPORT**

PAGE 65







**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**

10/11/2021

**I/We**

Gregory John Page

**Of**

135 Winspears Road  
East Devonport, Tasmania 7310  
Australia

**Email Address**

[gregory.page.eng@gmail.com](mailto:gregory.page.eng@gmail.com)

**Phone Number**

+61439324382

**Development Application Number**

PA2021.0132-103

**Address of Development**

103 Winspears Road  
East Devonport 7310  
Australia

**Details of representation**

As the owner of the neighbouring property, we object to this development on the following grounds:

1. Aesthetics: Despite the proposal going to lengths to ensure the character of the area is maintained, the report fails to consider an important factor in that having such a cluster of residents condensed into a small area does not fit into the character of rural land use.
2. The precedence set if this goes ahead is akin to a snowball effect, or death by a thousand cuts; ie. if one development as this can go ahead, what is stopping others from going ahead until the the entire area is no longer rural land use?
3. Traffic. The property in question sits right on the precipice of an 80km/h speed zone and as such adding to the traffic in and out by a potential of 28 per day is excessive and dangerous. Winspears road is not made for dense traffic and the area is unsuitable, with or without a carpark, to provide adequate and safe commuting for such a larger number of cars.
4. Water usage - currently Winspears road is a communal water usage, not individual. TasWater runs a meter before the property at 103 Winspears. Nowhere in the report does it mention upgrading or how it will use the current water system. The infrastructure in place will likely not be adequate to handle such a large increase in







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demand and will affect residents downstream.

5. Rubbish and wastewater: The report on wastewater is thorough and detailed, however displeasing the look and character of the operation will end up. However, provisions for increased rubbish collection, and therefore the risk of littering and trash finding its way into the land and creek have not been considered. Once again, this area is NOT a suitable location for anything other than rural use.

Having multiple occupancy accommodation is not within the interests of anyone else on the road except those looking to make a quick dollar on the property. Either the plans need to be abolished or redesigned to be only a horse/recreation shed, or only provide dwellings for one or two people. 6+1 is ridiculous and excessive for the area.

**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



*The City with Spirit*

118 River Road,  
East Devonport 7310.

9 November 2021.

The General Manager,  
Devonport City Council,  
Devonport 7310.

Re: PA 2021.0132

I wish to object to the above Planning Application.

This application is deceptive as it is being portrayed as a residence, which most people would normally not object to, but in actual fact it is obviously for backpacker accommodation and should have been advertised as such.

This rural living zone consists of a small number of quality single dwellings on acreages that accommodate like-minded families. This proposal for high-density accommodation is at odds with the surrounding residences.

The kitchen/dining/living area appears totally inadequate for 18 people.

There is good reason why this parcel of land has not had any form of dwelling to date as most locals would know.

The area is very low-lying and can become quite soggy in winter and can be a flood plain. Bishtons Creek is subject to flooding, generally caused when dams on farming properties to the east fill to capacity and overflow. The previous owner brought in hundreds of metres of fill to raise the level in one small area for access in the wetter months.

Considerable doubt must be cast on the ability of the soil to absorb the proposed amount of waste water without some run-off into Bishton's Creek. I note that the soil samples were taken on March 14 and November 19, a time when the water table would be substantially lower than in the wetter months. The proposed waste water treatment system requires regular maintenance and careful adherence to the guidelines for operating a healthy waste water system. With such a large number of people this could be difficult to manage and control. It would seem that this aspect should be further investigated.

There will be substantially increased vehicle movements on Winspears Road, a narrow road without footpaths, which is a road safety concern.

Peter Stegmann 0427 278 863



**From:** Janine Brown <janine@elpe.com.au>  
**Sent:** Tuesday, 9 November 2021 10:21 AM  
**To:** Devonport City Council  
**Subject:** Representation PA2021.0078 103 Winspears Road from Janine Brown  
**Attachments:** [Letter the general manager Devonport City Council.pdf](#)

Hi,

attached is a letter of opposition to the proposed buildings at 103 Winspears Road.

Kind Regards,

Janine Brown BSW, BA Prof Hons. (Human Services)  
Support Coordination  
Registered NDIS Provider  
47 King Edward Street  
Ulverstone TAS 7315  
p 6425 6901  
f 6425 7667  
Worker  
e [janine@elpe.com.au](mailto:janine@elpe.com.au)  
w [www.elpe.com.au](http://www.elpe.com.au)



Accredited Mental Health Social

Provider Number  
5200901K

Work days: Mon- Thursday 8.30am -4.30pm, every second Friday 8.30am - 2.30pm  
Please contact the main office on 64256901, if you require assistance outside  
of these hours.

I respectfully acknowledge the Traditional Owners of the land on which we work and learn, and pay respect to the First Nations Peoples and their elders, past, present and future.

The contents of the electronic mail message, and any attachments to it, are confidential and may be protected by professional privilege and the Privacy Act (2001). If you have received this email in error please contact ELPE Health by return email. Please accept our apologies for the error and delete this email as any unauthorised use is strictly prohibited and may result in legal action.

9/11/2021

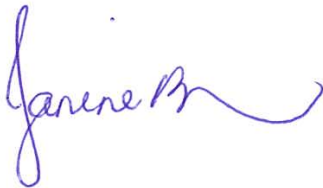
2 Winspears Road  
East Devonport Tas 7310

The General Manager  
Devonport City Council,

Dear the General Manager, Devonport City council,

I would like to express my opposition to the proposed building at 103 Winspears Road, East Devonport, Tasmania. Due to concerns in regard to increased traffic flow on a very narrow road, potential devaluation of dwellings in this area, no existing sewage connections or water. Increased noise and associated disturbances, and concerns regarding the Burrowing Crayfish and the Eastern Barred Bandicoot located in this area.

Regards,



Janine Brown

T.J Belanich  
79, Winspears Road  
East Devonport Tas. 7310.  
6<sup>th</sup> November 2021.

The General Manager, Devonport City Council.

Regarding the application for planning permit No.  
PA2021.0132. No. 103 Winspears Road,  
East Devonport 7310.

I object to the application submitted by Jana Rockliff of Veris Australia Pty Ltd on behalf of Brian & Fiona Hanafin.

#### THE BUILDINGS

The 6 bedroom building with two bathrooms, a toilet and an open plan kitchen / dining / sitting area is to be used for rental purposes according to the Veris report Proposal Description ( page 4. ) It also says the main building will provide rooms to rent with shared facilities. Are these rooms to be made available to backpackers and itinerant workers as before? This application is the third to be presented and appears to be the same thing rehashed to try to surmount the regulations by calling it a different name. The title "residence" suggests that it is a home but it obviously can be used for backpackers and itinerant workers etc.

The proposal also calls for a 1 bedroom self contained transportable building supposedly for a self contained rental. If this building is self contained, where does the toilet, bathroom, and laundry facilities waste water go? More to add to the system?

The Proposal Description also states that the residential use and the equestrian training will be entirely separate uses on the site. Where then are the toilet facilities for the visitors to the equestrian training site? These I believe would be required.

The SEAM report states that a total projected maximum waste water loading of 2,700L per day is expected. This they have based on a maximum of 18 people, the visitors to the sight and the portable building have not been included and would raise this amount considerably.

Another factor to consider is that the 6 bedroom building and car parking spaces, and the equestrian buildings or containers, as well as the waste water dissipation area all fall into the buffer area as shown on the attached diagram. The dissipation area is under water when the creek floods and also encroaches into the buffer zone of the creek. These factors alone should prevent the acceptance of this proposal.

Page 1 of 3



## WATER TREATMENT

The SEAM report states:

There is a potentially very heavy waste water load, heavy soils as well as close proximity to Bishton creek. ( page 1).

No ground water encountered, not expected to be an issue. ( page 4 ).

How can this be when the western side of the disposal area is on top of the dam overflow channel than flows directly into the creek for much of the year? This is a watercourse and the buffer zone must apply to this. Please refer to the SEAM site plan ( page 16 ) which clearly shows this.

The waste water loading is very high and has a creek running through it reducing the amount of space for waste water disposal. ( page 3 ). If the system is continuously overloaded then there is a chance that the disposal area could fail. If this occurs or is expected to occur, the disposal area could be enlarged by 50 % if required. ( page 8 ).

How can the disposal area be enlarged, there is already not enough room for the current proposal?

A waste water treatment unit must be located a sufficient distance from buildings or neighbouring properties so that emissions (odour, noise, or aerosols) from the unit do not create an environmental nuisance to the residents of those properties. ( page 11 a7 ).

The SEAM report states that the proposal complies with the above, but it does not. This certainly will create more than a nuisance as sewage will run directly in to the creek as the disposal area is on top of the dam overflow channel from the farm across the road. ( No. 94 ).

Cattle and other animals need clean water but this water would be polluted.

According to SEAM , long term underloading of the system may also result in vegetation die off in the irrigation areas and additional watering may be required. In such circumstances issues of underloading or overloading and condition of the irrigation area are likely to require monitoring and maintenance. This situation may result in unacceptable health and environmental risks.

At times the system apparently may need watering. This is on top of the requirements of the two dwellings, the stock, and the visitors to the equestrian centre. The proposal has only accounted for a maximum of 18 people, and all of this on tank water collected from the roof of one dwelling. The tank water would be nowhere near enough for irrigation as well, and even if it were it would put an extra burden on the disposal area which is already inadequate.

Page 2 of 3

## SUMMARY

- No town water to property.
- Inadequate tank water.
- No town sewer connection to property.
- Wastewater loading has been grossly understated.
- Waste water disposal area directly on top of waterway.
- Buildings, carparks, Equestrian structures, all encroach on buffer zones.
- The property is a flood plane and much of the waste water dispersal area will be under water when it floods.
- Pollution of the creek in the bordering property and therefore a health threat.
- Detrimental to Cattle that drink from the creek, Burrowing Crayfish, Eastern Barred Bandicoot, and Birds that nest along the creek as well as all of the other fauna on my property.
- More traffic on the road than has been understated as many itinerant workers have their own transport.
- A major factor will be noise and disturbance close to houses, like has been seen around Brooke Street East Devonport where many people congregate. The Tasmanian Planning Scheme provisions state the visitor accommodation must not cause: Any likely increase in noise to the adjoining properties. This proposal if allowed will certainly do that.
- No proper studies have been done about the endangered species nor the affect on the creek and river downstream. Apparently even the burrowing crayfish subspecies has not been confirmed.
- My objections to the previous proposals also apply to this proposal.

I realise that the businesses that compiled this proposal have to do their best for their clients. Obviously they have had a difficult job considering the property is totally unfit for any enterprise that requires toilet, laundry, and bathroom facilities and the problems of water supply and waste disposal in a flood plane. There are too many discrepancies in this proposal to record them all in this document but I hope I have pointed out enough to convince you to totally reject this proposal.

103 Winspears Road is unsuitable for any dwelling. The proposal has had to try to place the waste water system on to land that floods, and to accomplish this has had to position it over a buffer zone, and on top of a waterway that flows directly into Bishton Creek. I feel sure the health authorities would be interested in this proposal.

## CONCLUSION

No accommodation should be built at 103 Winspears Road at least until the town sewage system is connected so the waste can be treated properly.

This application is flawed on many counts and I request that common sense prevail and that it be refused outright.

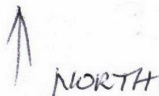
Regards,  
T.J.Belanich.

Page 3 Of 3





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



LandTasmanian

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User: council@deronport.tas.gov.au

Page: 1 of 2



SEE SEAM SITE PLAN  
PAGE 16 FOR PROPOSED STRUCTURES.

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

THE GREEN AREA  
SHOWS THE BUFFER ZONE.

THIS CLEARLY SHOWS A FLOOD PLANE.



F, March  
35, Winspears Road,  
East Devonport Tas.7310  
4 November 2021.

To the General Manager,  
Devonport City Council.  
Regarding the application for planning  
Approval PA2021.0132, 103 Winspears Road.

Dear Sir,

I find the proposal to build what seem to be short term rental premises similar to the previous two proposals submitted by B&F Hannafin. I can not find any information in the new proposal as to who would be renting them, but the earlier proposals for this property were for Backpackers and for short term farm hands. I expect they will be for the same people.

**The Tasmanian Planning Scheme provisions state the visitor accommodation must be compatible with the character and use of the area.**

This area has always been quiet and peaceful, and we came here for the life style. The dwellings in this rural area are family homes, permanent residents. This proposal to build rental dwellings to cater for so many people, as well as many visitors to the equestrian centre is completely out of character for the area.

**The Tasmanian Planning Scheme provisions state the proposal must not impact on the safety and efficiency of the local road network. They also state there is not to be any likely increase in noise to the adjoining properties.**

18 plus renters plus visitors to the equestrian centre would surely increase the vehicle and foot traffic more than the proposal states. The noise and disturbance from 18 plus people living there and the visitors and service vehicles etc would certainly have a detrimental impact on our well being and lifestyle.

This land is a flood area in wet years and this is a well known fact. There is no way this land can absorb or dissipate the waste water, especially during the wet months. Water from Winspears road, the farmland across the road, and water from upstream from rainfall and overflowing dams all flows through 103 Winspears Road as this is the lowest point. When we get prolonged heavy rains, which we have not had for a few years, this is a huge amount of water and the water then covers much of this property. And they propose to install a septic type system on this low lying land. There seems to be no mention of waste water from the equestrian facility which would put more strain on the waste water dissipation area.

Bishton Creek that runs through the property behind us and then into the Mersey River Estuary is the last stretch of natural creek in the area and is home to animals, fish, eels, birds, burrowing crayfish and many other creatures. This stretch of creek is a sanctuary for these creatures and I believe some of them are on the endangered list. If this stretch of creek is polluted, which undoubtedly it would be if this proposal were allowed, then this fauna will be at risk. This creek water is also used by stock that require clean unpolluted water.

I find this proposal preposterous and because of the reasons above strongly object to it.

Sincerely,



**From:** janetwilling <janetwilling@gmail.com>  
**Sent:** Wednesday, 3 November 2021 11:39 AM  
**To:** Devonport City Council  
**Subject:** Representation - PA2021.0132 103 Winspears Road East Devonport from Janet Willing

The General Manager  
Devonport City Council  
Rooke Street  
Devonport Tas 7310

Dear Sir,

Re: PA2021-0132 - 103 Winspears Road East Devonport

I am writing to object to the above planning application on the following grounds -

1. The land in question is flood plain. It is inappropriate development for this land. Septic tanks will not work.
2. The residence being planned is for commercial purposes - 6 bedrooms with three people to each very small bedroom.
3. The daily run-off of polluted water will impact Bishton Creek and the Mersey River.
4. The value of the surrounding homes will be impacted by the **commercial operation** and the accompanying vehicles and noise. Because the owners are not there every day maintaining a neat and tidy environment will not happen. The existing property as it is is an eyesore!
5. As there is no water connection 3 ten thousand litre tanks will not suffice 18 people.
6. I have no objection to the equestrian area being improved but as I drive past each day I look the other way because the property is a mess.

Yours faithfully

Jan Willing 171 Winspears Road East Devonport 0408582291

**From:** Graham Kent <gbkent@bigpond.com>  
**Sent:** Monday, 1 November 2021 7:42 AM  
**To:** Devonport City Council  
**Subject:** Representation - PA2021.0132 - from Graham and Patricia Kent  
**Attachments:** [The General Manager.docx](#)

For Attention, The General Manager

Reference PA 2021. 0132

Dear Sir,

Please find attached representation relative to PA 2021.0132 .

Yours faithfully

Graham and Patricia Kent

165 Winspears Road,

East Devonport

--

This email has been checked for viruses by AVG.

<https://www.avg.com>

The General Manager

01/11/2021

Devonport City Council

P O Box 604.

Devonport. Tasmania 7310

Reference PA 2021.0132

Dear Sir.

This representation opposes the granting of an approval for the proposed development PA 2021.0132 as submitted in the application on the following grounds.

**Application.**

\*The application is for a residential building in a Rural Living Zone.

\*Clearly the proposal does not meet the normal criteria or definition for a rural style residence under the planning scheme for rural land use.

\*It is in fact a commercial dwelling for the housing of a high-density number of persons, as such it is not or should not be a permitted use.

\*Eighteen persons sharing six bedrooms each 9.891 sq meters (gross) equates to 3.297 sq meters per person. (Almost identical to a standard prison cell which is for ONE person only!)

*No planning requirement but, obviously no consideration given to COVID19 recommendations for social distancing.*

\*Furthermore, there is no provision for storage of personal items, hanging of clothes or a "wet area" for removal of footwear etc. when entering the premises.

\*There is no recreation space for television or other social activities.

\*This type of accommodation may be acceptable to and in demand by persons who need work and/or accommodation however, that does not justify the approval for construction and use of this type of facility.

### **Services.**

It is noted that the domestic water supply is to be supplied from 3 x 10000lt tanks totaling 30 kiloliters.

\*Usage based upon the consultants' documents and discounted to 1500 liters per day indicates that the maximum number of days without replenishment is 20 days!

There is no town water connection.

### **Fire protection**

\*There is no fire water storage or protection included in the proposal.

### **House Keeping.**

The laundry and kitchen facilities are minimal at best for the number of residents, and it is unlikely that it meets the standards for a rental property let alone for eighteen persons.

Furthermore, the waste treatment system calls for definitive methods to minimize contaminants entering the system from kitchen and associated uses.

(see below)

### **Wastewater.**

\*The Seam wastewater plant is designed in conjunction with the relevant standards. It is of a commercial capacity, not residential.

\*The Seam summary details the recommendations for the ongoing satisfactory operation of the plant and yet there is no provision for the proper handling and disposal of waste products included in the building design.

\*It is noted that the construction of this plant will necessitate the excavation of some 900 cubic meters of soil to provide a settling pit filled with appropriate sand or loam to accommodate the sub surface irrigation pipes.

\*This does not take into consideration the fact that this parcel of land is “a flood plain” that is subject to constant seepage and seasonal changes.

\*As such the containment of wastewater will always be at risk of either overflow or leaking via underground fissures.

### **Equestrian Area**

We have no objection to the construction of this facility subject to the inclusion in the permit conditions, “that normal amenities, parking and setbacks plus suitable landscaping and screening along the boundary of the property facing Winspears road form a part of the development”.

Yours faithfully,

Graham and Patricia Kent

165 Winspears Road,

East Devonport, Tasmania 7310

Phone 0418130231

## Action Plan

### Pedestrian Strategy 2016-2021 – Year 5 Status

No	Action:	Year Planned					Priority: H, M, L	Status	Outputs	Responsible Department
		2016/17	2017/18	2018/19	2019/20	2020/21				
1	Undertake audit of existing facilities  Very High Walkability Areas High & Medium Walkability Areas Low & Very Low Walkability Areas						H M L	Complete Underway Underway		Infrastructure and Works Department
2	Undertake gap analysis and develop prioritized works program for  Very High Walkability Areas High & Medium Walkability Areas Low & Very Low Walkability Areas						H M L	Complete Underway Underway	Forward capital works program includes around 100 footpath projects to address deficient and missing pedestrian facilities	Infrastructure and Works Department
3	Confirm consistent naming convention for key routes including sub-routes						H	Underway	Branding of Coastal Pathway and East Devonport foreshore path in progress. Other routes to follow	Infrastructure and Works Department and Community Services Department
4	Review all route signage and develop program for improvement						H	Underway	Mersey Bluff wayfinding signage has been updated as part a wider project in the precinct. Work planned for the Waterfront Park and the Coastal Pathway	Infrastructure and Works Department
5	Review all promotional material and develop program for improvement						M	Underway	Map based signs have been updated, other material updated as required.	Community Services Department
6	Review service level to integrate inspection programs and intervention levels with hierarchy						M	Complete	Completed in the service level review for 2017-18. Reviewed annually	Infrastructure and Works Department
7	Develop and implement a plan to promote a 'park and walk' program						L	Complete	'Commuter café' – program delivered in 2021-21	Community Services Department
8	Consider walking as a key event component when considering support or sponsorship						L	Yet to commence	Yet to be incorporated into assessment guidelines	Community Services Department and

Attachment 5.3.1 Pedestrian Strategy 2016-2021 - Action List - Year Five Status

No	Action:	Year Planned					Priority: H, M, L	Status	Outputs	Responsible Department
		2016/17	2017/18	2018/19	2019/20	2020/21				
										General Management Department
9	Develop and implement a program of walking focussed initiatives						L	Underway	Walking programs for seniors have been successfully delivered	Community Services Department
10	Undertake specific consultation on pedestrian issues annually						H	Ongoing	Did not occur in 2021.	Infrastructure and Works Department
11	Identify and pursue grants and other external funding for prioritised projects						H	Ongoing	\$172,000 external funding secured for 5 pedestrian projects so far in 2021-22.	Infrastructure and Works Department



## Action Plan

### General Cemetery Master Plan – Year One Status Update (2021)

No	Action:	Year Planned							Priority: H,M,L	Status	Outputs	Responsible Department
		2020 /21	2021 /22	2022 /23	2023 /24	2024 /25	2025 /26	2026 +				
Principle 1: Conserving Heritage Values												
1.1	Develop and promote information regarding plot restoration and maintenance								H	Yet to commence		Infrastructure & Works
1.2	Encourage the community to be involved in the park’s maintenance and development								M	Ongoing	Council is working with the Headstone Project and Devonport Soroptimist Club on improved project	Community Services
1.3	Promote historical significance and Improve interpretive elements of the cemetery								M	Yet to commence		Community Services
1.4	Improve digital access to cemetery records								M	Underway	Asset register/ website	Infrastructure & Works
Principle 2: Improving Access In and Around the Cemetery												
2.1	Update wayfinding signage within the cemetery in accordance with the Signage Strategy								H	Yet to commence		Infrastructure & Works
2.2	Review maintenance service levels and asset renewal program								H	Yet to commence		Infrastructure & Works
2.3	Improve main entry, and review access points to improve pedestrian / user safety								M	Yet to commence		Infrastructure & Works
2.4	Construct path for cemetery visitors and pedestrians								M	Underway	A preliminary design has been developed in preparation for funding opportunities	Infrastructure & Works
Principle 3: Enhancing the Cemetery Experience												
3.1	Install seating in priority locations								H	Yet to commence		Infrastructure & Works
3.2	Progressively expand the vegetative landscape on all boundaries								M	Yet to commence		Infrastructure & Works
3.3	Review public lighting in conjunction with path and signage improvements								M	Yet to commence		Infrastructure & Works

Current & Previous Minutes Resolutions - November 2021					
Meeting Date	Res No.	Item	Status	Assignees	Action Taken
24/08/2020	20/66	Devonport Surf Life Saving Club - Kiosk proposal	In progress	Governance Officer	Advised by Club that they have secured services of draftsman to draw up plans, which will be provided to Council as soon as available.
26/09/2021	21/200	Sale of 116-122 Stony Rise Road	Completed	Governance Officer	Sale contract has been executed
25/10/2021	21/215	Confirmation of Previous Minutes	Completed	Governance Officer	Minutes confirmed
25/10/2021	21/216	Responses to Questions Raised at Prior Meetings	Completed	Governance Officer	Responses noted
25/10/2021	21/217	Questions on Notice from the Public	Completed	Executive Coordinator	Responses endorsed and released.
25/10/2021	21/218	Projects Carried Forward from 2020/21 Capital Works Program	Completed	Infrastructure & Works Manager	Capital works expenditure report updated with projects carried forward.
25/10/2021	21/219	Devonport Sports Infrastructure Master Plan 2035	In progress	Executive Officer	Master Plan released for consultation 29 October - 29 November 2021
25/10/2021	21/220	Annual Financial Report- 30 June 2021	Completed	Governance Officer	Annual Financial Report received and noted that it will be included as an Appendix to the 2021 Annual Report.
25/10/2021	21/221	RANT Arts Partnership Agreement 2022-2026	Completed	Convention & Arts Centre Director	Partnership Agreement signed and with Governance. Lease prepared and issued.
25/10/2021	21/222	Workshops and Briefing Sessions held since the last Council Meeting	Completed	Governance Officer	Report received and noted
25/10/2021	21/223	Mayor's Monthly Report	Completed	Governance Officer	Report received and noted
25/10/2021	21/224	General Manager's Report - October 2021	Completed	Governance Officer	Report received and noted
25/10/2021	21/225	Unconfirmed Minutes - Cradle Coast Authority Representatives Meeting - 7 September 2021	Completed	Governance Officer	Unconfirmed minutes received and noted
25/10/2021	21/226	Unconfirmed Minutes of the Mersey-Leven Emergency Management Committee	Completed	Governance Officer	Unconfirmed minutes received and noted
25/10/2021	21/227	Development and Health Services Report	Completed	Governance Officer	Report received and noted
25/10/2021	21/228	Infrastructure and Works Report	Completed	Governance Officer	Report received and noted

# The Future of Local Government in Tasmania

Proposed review process, November 2021

## Overview

The objective of the review, as identified by LGAT and endorsed by PESRAC, will be to *'create a more robust and capable system of local government'* to meet the current and emerging needs of Tasmanian communities and support Tasmania's recovery from the COVID pandemic.

On this basis, the review should focus on the roles and functions of local government, not the performance of individual councils.

The scope of the review will include the full range of council roles and functions, including:

- statutory functions (eg land use planning);
- service delivery (eg waste management, road maintenance);
- governance and administration (eg asset management); and
- community/place-based roles (eg strategic planning, advocacy).

The review will aim to assess the performance of these roles across the sector, in terms of effectiveness, sustainability and value to ratepayers and Tasmania as a whole and determine the best ways for them to be performed in the future.

It will also identify existing roles and functions that may be redundant or unsuited to local government, as well as new and emerging roles and how they should best be configured.

The review will build on the work of previous reports and information from other processes such as the consultation undertaken as part of the Local Government Act Review.

## Governance

It is proposed that a Local Government Board (the Board) be specially appointed to lead the process. Under the *Local Government Act 1993*, the Board has the statutory role of reviewing councils and recommending reforms across a broad scope of issues. It also has the relevant powers and capabilities necessary to implement outcomes of the Review.

The Local Government Board comprises up to six members:

- the Chairperson;
- one person nominated by LGAT;
- one person nominated by the Local Government Professionals Australia;
- the Director of Local Government or their nominee; and
- up to two additional people appointed by the Minister for the purposes of the review.

Terms of reference will be developed to guide the Board through the various stages of the review.

The Board will be supported by a Secretariat provided by the Local Government Division and will direct the work of relevant experts, project staff and consultants.

## Process

The review will be undertaken in three, six-month stages.

### ***Stage 1 – Community engagement and fact-finding (January to June 2022)***

The first stage will focus on community level consultation with local government, local communities, users of local government services and other stakeholders. Everyone will have the opportunity to describe the roles and services they expect councils to perform to meet current and future needs, opportunities and challenges.

Linked to this will be research and consultation to understand how Tasmanians identify with and value the places they live in, and how they value the place-based roles that councils play.

Background information will also be collected on how councils deliver their services, including on financial and organisational capacity.

### ***Stage 2 – Analysing options (July to December 2022)***

In the second stage, the Board will use the feedback received to identify specific needs and opportunities for reform and develop and evaluate a range of detailed options for further consideration.

To do this, the Board may engage relevant experts to model the effects of adopting different reform options, and combinations of reforms, before developing specific recommendations.

### ***Stage 3 - Recommending solutions (January to June 2023)***

In the final stage, the Board will refine options to deliver final recommendations for Government.

It will do this by considering community and other feedback on the feasible reform options as well as the other evidence collected through the review. It will evaluate whether the options deliver sound and sustained improvements that benefit the community.

Final recommendations will be delivered, supported by practical transition plans, and provided to the Minister by June 2023.

## Next steps

In preparation for the review to commence in January 2022, the Government will work with the Local Government Association of Tasmania and relevant experts to:

- develop detailed Terms of Reference for the review;
- identify and appoint the Local Government Board in accordance with the Act; and
- develop an engagement and communications plan to ensure that key stakeholders and the community are kept informed about, and participate in, the review.

## Councillor Expenses

Cumulative figures year to date: October 2021

Councillor Expenses	Mayoral Allowance	Councillor's Allowance (Inc Deputy Mayor)	Mileage R'ments	IPads	Conference/ Professional Development Attendance	Travel, Accom & Meal expenses	Meeting expenses	Mobile Phone	Total
Mayor Cr Rockliff	28,240		2,160	182		376		218	\$ 31,176
Deputy Mayor Cr Jarman		14,374		182	25				\$ 14,581
Cr Alexiou		8,068		182	432	326			\$ 9,009
Cr Enniss		8,068		182		326			\$ 8,577
Cr Hollister		8,068		182		344			\$ 8,594
Cr Laycock		8,068		182		758			\$ 9,009
Cr Milbourne		8,068		182	25				\$ 8,275
Cr Murphy		8,068		182		326			\$ 8,577
Cr Perry		8,068		182	401	326			\$ 8,978
Other Non Attributable					1,250				\$ 1,250
<b>TOTAL - YEAR TO DATE</b>	<b>\$ 28,240</b>	<b>\$ 70,853</b>	<b>\$ 2,160</b>	<b>\$ 1,636</b>	<b>\$ 2,133</b>	<b>\$ 2,784</b>	<b>\$ -</b>	<b>\$ 218</b>	<b>\$ 108,024</b>
Budget	83,233	214,280	6,480	4,560	5,000	8,000	1,200	720	323,473
<b>BALANCE UNSPENT</b>	<b>\$ 54,993</b>	<b>\$ 143,427</b>	<b>\$ 4,320</b>	<b>\$ 2,924</b>	<b>\$ 2,867</b>	<b>\$ 5,216</b>	<b>\$ 1,200</b>	<b>\$ 502</b>	<b>\$ 215,449</b>
% Spent Year to Date	34%	33%	33%	36%	43%	35%	0%	30%	33%

*Note: Council provides a motor vehicle for use by the Mayor - the cost of this vehicle is shown in the Mileage column.*



## Strategic Plan Progress Report

**Goal:** 1 Living lightly on our environment

**Outcome:** 1.1 Devonport is an energy efficient City

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 1.1.1 Lead and actively promote the adoption of practices that support the sustainable use of energy and other natural resources by Council, businesses and the community					
1.1.1.1 Implement Devonport's obligations under the Cities Power Partnership, including the installation of solar panels on selected buildings and completion of greenhouse emissions audit	In Progress	40%	Tender for installation of a 55kW solar system on the paranapple arts centre closed - awaiting outcome.	Executive Officer	30/06/2022

**Outcome:** 1.2 Sustainability is promoted and integrated across all sectors

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 1.2.1 Support the conservation and maintenance of biodiversity corridors including coastal landscapes and preservation areas of remnant vegetation					
1.2.1.1 Participate in the North-West Regional Cat Management Group to finalise and implement a regional cat management strategy	In Progress	32%	Cat Management Strategy endorsed by Council. Education program commenced. Information has been provided in Council's Community Newsletter and Council's website has been updated. North-West Cat Management Group will meet on Wednesday 24 November to discuss an Action Plan from a regional perspective.	Risk & Compliance Coordinator	30/06/2022
1.2.1.1 Review and update the 2015-2020 Don Reserve Environmental Management Plan	In Progress	16%	Review of environmental values underway. Further work to commence early 2022.	Executive Officer	30/06/2022

**Outcome:** 1.4 Our energy is reduced

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 1.4.2 Facilitate, and where appropriate, undertake improvements in waste and recycling collection, processing services and facilities					

November 11, 2021



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## Strategic Plan Progress Report

**Goal:** 1 *Living lightly on our environment*

**Outcome:** 1.4 *Our energy is reduced*

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 1.4.2 <i>Facilitate, and where appropriate, undertake improvements in waste and recycling collection, processing services and facilities</i>					
1.4.2.1 Prepare Council and the community for the introduction of a State Waste Levy	In Progress	8%	Stakeholder engagement underway. Concept design for Waste Transfer Station improvements underway.	Infrastructure & Works Manager	30/06/2022
1.4.2.2 Develop business and operational planning for implementation of a kerbside organics (FOGO) collection service within the local government area	Not Started	0%	Due to commence in January 2022.	Infrastructure & Works Manager	30/06/2022



## Strategic Plan Progress Report

**Goal:** 2 Building a unique city

**Outcome:** 2.1 Council's Planning Scheme facilitates appropriate property use and development

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.1.2 Provide consistent and responsive development assessment and compliance processes					
2.1.2.1 Develop and adopt a Residential Strategy for Devonport	In Progress	60%	Statistical information collection phase and draft indicative mapping phases approaching completion. Policy development phase to follow.	Project Officer	30/06/2022

**Outcome:** 2.3 Infrastructure priorities support well planned, managed and appropriately funded development within our unique City

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.3.1 Develop and maintain long term Strategic Asset Management Plans					
2.3.1.1 Extend Council's forward Capital Works Program from 5 years to 10 years	In Progress	50%	Document template in development. Asset condition assessments being used to generate 10 year renewal programs.	Infrastructure & Works Manager	30/06/2022
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.3.2 Provide and maintain roads, bridges, paths and car parks to appropriate standards					
2.3.2.1 Review and update Council's 2015-2020 Bike Riding Strategy and the 2016-2021 Pedestrian Strategy and incorporate into a single Active Transport Strategy	In Progress	5%	Draft document in development.	Infrastructure & Works Manager	30/06/2022
2.3.2.2 Review and update Council's 2017-2022 Signage Strategy	Not Started	0%	Due to commence in January 2022.	Infrastructure & Works Manager	30/06/2022
2.3.2.3 Review and update Council's Road Network Strategy 2016	In Progress	60%	Internal stakeholder workshops complete. Draft document in development.	Infrastructure & Works Manager	30/06/2022
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.3.5 Provide and maintain sustainable parks, gardens and open spaces to appropriate standards					

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## Strategic Plan Progress Report

**Goal:** 2 Building a unique city

**Outcome:** 2.3 Infrastructure priorities support well planned, managed and appropriately funded development within our unique City

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.3.5 Provide and maintain sustainable parks, gardens and open spaces to appropriate standards					
2.3.5.1 Develop a Public Open Space Strategy	Not Started	0%	Waiting on grant funding announcement from Federal Government - expected in November. Consultant proposal being developed.	Infrastructure & Works Manager	30/06/2022

**Outcome:** 2.4 Promote the development of the CBD in a manner which achieves the LIVING CITY Principles Plan

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.4.1 Implement initiatives from the LIVING CITY Master Plan					
2.4.1.1 Oversee the continuation and completion of the LIVING CITY Waterfront Park and secure external funding to incorporate a sound and light show into the Park	In Progress	30%	The Waterfront Park project is progressing well, with recent activity on site including the completion of landscaping works to the Sculpture Garden and Rotunda areas. Installation of the elevated walkway structure is well progressed, with the first spans of the eastern end of the walkway deck scheduled for installation during November 2021.	Executive Manager City Growth	30/06/2022
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 2.4.3 Implement initiatives to encourage private investment aligned with the outcomes of the LIVING CITY Master Plan					
2.4.3.1 Advance expressions of interest in the development of selected CBD sites to contract execution phase, allowing works to commence	In Progress	33%	Independent commercial valuations of the Edward Street & Fenton Way properties have now been completed. Council consideration of the Fenton Way site sale process was completed in October 2021.	Executive Manager City Growth	30/06/2022

November 11, 2021



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## Strategic Plan Progress Report

**Goal:** 3 Growing a vibrant economy

**Outcome:** 3.1 Devonport is the business, service and retail centre for North West Tasmania

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 3.1.1 Market and promote the City as a regional business, service and retail hub					
3.1.1.1 Develop a prioritised plan regarding retail precinct development within the CBD	Not Started	0%	Further work on this item will commence in the next quarter including further revision of project scope.	Project Officer	30/06/2022
3.1.1.1 Identify and deliver multiple smart city initiative pilot projects	In Progress	25%	Pilot initiatives have been identified across a range of categories to include environment monitoring and pedestrian traffic counting. A list of IoT devices are to be sourced over the next month and then implemented.	Deputy General Manager	30/06/2022
3.1.1.1 Review existing Council tourism and marketing strategies and develop a consistent or new approach for promoting the City of Devonport	In Progress	30%	WxNW (Regional Tourism Organisation) has been engaged to deliver this project. Anticipated completion March 2022.	Convention and Arts Centre Director	30/06/2022

**Outcome:** 3.2 Devonport's visitor industry is developed around its natural assets, history and location

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 3.2.5 Support festivals, events and attractions that add value to the City's economy					
3.2.5.1 Develop and initiate the following events and activities in accordance with COVID-19 requirements: - New Year's Eve - Harmony Day - Devonport Food and Wine Festival - Seniors Week - International Women's Day - Jazz Festival	In Progress	50%	Devonport Food and Wine held during the final two weeks of October and a review of events currently being undertaken. Planning well underway for New Year's Eve activities.	Community Services Manager	30/06/2022

**Outcome:** 3.4 Our economic progress continuously improves

November 11, 2021



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## Strategic Plan Progress Report

**Goal:** 3 Growing a vibrant economy

**Outcome:** 3.4 Our economic progress continuously improves

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 3.4.1 Work in partnership with industry and government to identify needs of business and industry to pursue opportunities, which fosters economic development in the area					
3.4.1.1 Develop a partnership agreement with the Devonport Chamber of Commerce and Industry which includes support for the implementation of their Retail Strategy	In Progress	30%	Discussions held. Draft agreement being prepared.	Community Services Manager	30/06/2022

## Strategic Plan Progress Report

**Goal:** 4 Building quality of life

**Outcome:** 4.1 Sport and recreation facilities and programs are well planned to meet community needs

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.1.1 Provide and manage accessible sport, recreation and leisure facilities and programs					
4.1.1.1 Undertake precinct planning and feasibility studies for identified areas in the Sports Infrastructure Master Plan	In Progress	50%	Sports Infrastructure Master Plan presented to October Council meeting. Currently out for consultation	Community Services Manager	30/06/2022

**Outcome:** 4.2 A vibrant City is created through the provision of cultural activities, events and facilities

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.2.2 Cultural facilities and programs are well planned and promoted to increase accessibility and sustainability					
4.2.2.1 Undertake a feasibility study into the likely usage and return of a Black Box Theatre at the paranple arts centre	In Progress	30%	Project has begun. Report likely to be presented to Council in March 2022.	Convention and Arts Centre Director	30/06/2022
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.2.3 Develop and implement an integrated approach to public art					
4.2.3.1 Develop a 5-Year Public Art Strategy	In Progress	30%	Terms of Reference drafted for Public Art Committee (who will be tasked with developing the strategy). Nominations have been received for the committee. Committee to be endorsed in November 2021.	Convention and Arts Centre Director	30/06/2022

**Outcome:** 4.3 Heritage is valued

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.3.1 Develop and implement initiatives to preserve and maintain heritage buildings, items and places of interest					
4.3.1.1 Develop a feasibility study and outline potential future operational models to preserve and enhance the historic Home Hill property	In Progress	30%	Meeting held between National Trust and Council. Mission statement developed.	Convention and Arts Centre Director	30/06/2022

**Outcome:** 4.5 Education and learning is accessible and responsive

November 11, 2021



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## Strategic Plan Progress Report

**Goal:** 4 Building quality of life

**Outcome:** 4.5 Education and learning is accessible and responsive

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.5.1 Support the provision of facilities and services that encourage lifelong learning, literacy and meet the information needs of the community					
4.5.1.1 Facilitate and support actions from the Live and Learn Strategy including: - Festival of Learning to be held in September - Develop connections with UTAS and raise their profile to the Devonport Community - Source funding for a Project Officer to deliver the Live and Learn Strategy	In Progress	30%	Festival of Learning held throughout the month of September. Live and Learn Steering Group working with University of Tasmania (Tasmania Project) to develop data regarding barriers to women re-engaging in workforce or training.	Community Services Manager	30/06/2022

**Outcome:** 4.6 Integrated health and wellbeing services and facilities are accessible to all

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.6.4 Develop partnerships between all levels of government, the private and not for profit sectors that deliver innovative solutions					
4.6.4.1 In collaboration with UTAS/CAPITOL, actively work towards developing and implementing age targeted health improvement activities	In Progress	35%	Progressing discussions with Devonport-based Principals and UTas regarding the CAPITOL project.	Community Services Manager	30/06/2022

**Outcome:** 4.7 An engaged community promotes and values diversity and equity

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.7.4 Advocate for and provide access to quality services, facilities, information and activities that celebrate and promote diversity and harmony which supports engagement, participation and inclusivity					
4.7.4.1 Deliver the year one outcomes of the Disability Inclusion Plan, including: - Establish an Access and Inclusion Working Group - Identify and promote opportunities for	In Progress	30%	Terms of Reference for Access and Inclusion Working Group presented to September Council meeting. Expressions of Interest close 1 November for members of Group which will be presented to November Council meeting.	Community Services Manager	30/06/2022

November 11, 2021



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## Strategic Plan Progress Report

**Goal:** 4 Building quality of life

**Outcome:** 4.7 An engaged community promotes and values diversity and equity

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 4.7.4 Advocate for and provide access to quality services, facilities, information and activities that celebrate and promote diversity and harmony which supports engagement, participation and inclusivity					
people to be involved in public events - Update the Event Application Pack to include accessibility - Seek to attract major sporting and cultural events involving participants with a disability - Support community groups and organisations with disability awareness training					

November 11, 2021



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## Strategic Plan Progress Report

**Goal:** 5 Practicing excellence in governance

**Outcome:** 5.3 Council looks to employ best practice governance

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 5.3.6 Integrate continuous improvement behaviours into the organisation's culture					
5.3.6.1 Modernise and system enable an increased number of Council's business processes - i.e. equipment hire automation, correspondence automation, internal electronic forms automation	In Progress	50%	Equipment hire automation is 95% complete and testing will commence shortly. Booking capability for the Don Hall and Meercroft Park has been completed and will be made available to the public in November. Correspondence automation now totals more than 380. More electronic forms have been delivered over the past several months.	Deputy General Manager	30/06/2022

**Outcome:** 5.4 Council is recognised for its customer service delivery

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 5.4.1 Provide timely, efficient, consistent services which are aligned with and meet customer needs					
5.4.1.1 Increase service delivery on digital platforms to make it easier for the community to engage Council services - chatbot, electronic forms, electronic payments, GIS viewer on Council website and digitise septic records	In Progress	40%	The GIS project is commencing with the cloud hosting environment being prepared. Implementation of ESRT ArcGIS will commence when the environment is ready in December. Spatial data will be made available on Council's website.	Deputy General Manager	30/06/2022
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 5.4.3 Manage customer requests and complaints with a view to continual improvement of service delivery					
5.4.3.1 Deliver an improved Customer Request Management system	In Progress	50%	A customer request solution has been delivered on Council's website making it easy for the community to submit requests. Integration between the request and the Work Order system is in progress and will reduce internal administration overhead.	Deputy General Manager	30/06/2022

**Outcome:** 5.5 Council's services are financially sustainable

November 11, 2021



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## Strategic Plan Progress Report

**Goal:** 5 Practicing excellence in governance

**Outcome:** 5.5 Council's services are financially sustainable

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 5.5.1 Provide financial services to support Council's operations and meet reporting and accountability requirements					
5.5.1.1 Review Council's rates methodology and apply updated Valuer General property valuations	Not Started	0%	Due to commence November 2021.	Executive Manager People and Finance	30/06/2022

**Outcome:** 5.8 Information management and communication enhances Council's operations and delivery of services

Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 5.8.1 Provide efficient, effective and secure information management services that support Council's operations					
5.8.1.1 Expand development of a real time Business Intelligence dashboard including community facing dashboards	In Progress	45%	There is a long list of dashboard reports prioritised for this financial year. Delivered to date is a Operations Works dashboard providing real time visibility of work order status, triage, defects. Planning, Building & Plumbing, Parking, Customer Service and Finance dashboards have been delivered with numerous others in development.	Deputy General Manager	30/06/2022
5.8.1.2 Implement Accounts Payable Automation	In Progress	35%	The AP Automation Business Case is complete and is expected to be approved for progression in November. The project lifespan will be December - to April 2022.	Deputy General Manager	30/06/2022
Actions	STATUS	% COMP	PROGRESS COMMENTS	RESP. OFFICER	COMP DATE
<b>Strategy:</b> 5.8.2 Ensure access to Council information that meets user demands					
5.8.2.1 Review scope and content of routine reporting to Council	In Progress	20%	Initial review of current content has commenced.	Executive Coordinator	30/06/2022





## Devonport City Council

### FINANCE REPORT

#### YTD for the month ended October 2021

#### Contents:

Monthly Finance Report for Council

#### Page

Financial Summary	1
Summarised Operating Report, including Financial Charts	2-3
Balance Sheet Report	4
Capital Expenditure Report (with Commitments)	5-8

The operating result for the year to the end of October is favourable with actual revenue being higher than budget by \$526K and actual expenses being lower than budget by \$224K, resulting in an overall favourable variance of \$750K. The forecast surplus for the year is \$681K.

#### **Rates & Service Charges - \$39K Favourable**

The favourable variance is due to additional bins invoiced for commercial waste \$29K and additional charges relating to domestic waste of \$14K. A \$42K forecast adjustment has been made.

#### **Fees and User Charges - \$277K Favourable**

The favourable timing variance includes sale of goods across various facilities including the Convention Centre \$48K (Catering), Transfer Station \$25K (Scrap steel) and facility hire of the Convention Centre \$45K and Devonport Rec Centre \$8K. Other variances of note relate to development application fees \$57K and property certificate charges \$32K.

#### **Grants - Operating - \$11K Favourable**

The favourable variance includes higher than budget quarterly payment of the financial assistance grant of \$18K. This has been offset in part by the timing of recognising other grant income. A forecast adjustment of \$72K for financial assistance grants has been made (\$18K x 4).

#### **Contributions - Operating - \$2K Unfavourable**

Immaterial timing variance.

#### **Dividend Income - \$31K Favourable**

Favourable variance of \$31K due to higher than budget Dulverton tax equivalent payment received.

#### **Interest Income - \$6K Favourable**

Favourable variance is influenced by funds on hand that are invested until expended on allocated capital projects.

#### **Other Revenue - \$164K Favourable**

The favourable variance includes a training incentive payment from the federal government of \$42K and an adjustment refund for prior year workers compensation insurance of \$68K which was not budgeted for. MPES recoveries for parking fines are ahead of budget by \$30K. A forecast adjustment of \$108K has been made.

**Employee Benefits - \$76K Unfavourable**

The unfavourable variance is mostly due to increases in leave provisions including increased probability of staff taking long service leave due to their tenure with Council.

**Materials and Services - \$195K Favourable**

The favourable timing variance relates to expenditure on software licences and contractors.

**Depreciation - \$89K Favourable**

The favourable timing variance relates to the allowance for capitalisation of work in progress.

**Financial Costs**

Immaterial variance.

**Levies & Taxes - \$2K Favourable variance**

Immaterial variance. The fire services levy payable to the State Fire Commission has been accrued to align with income raised on behalf of the State Fire Commission shown in Rates and Service Charges.

**Other Expenses - \$122K Favourable variance**

The variance relates to the timing of writing off bad debts associated with infringements and timing of payments relating to event sponsorship, grants and donations.

**Internal Charges and Recoveries - \$108K Unfavourable**

The timing variance relates to differences between the estimated and actual labour hours that have been charged to capital projects.

**Balance Sheet**

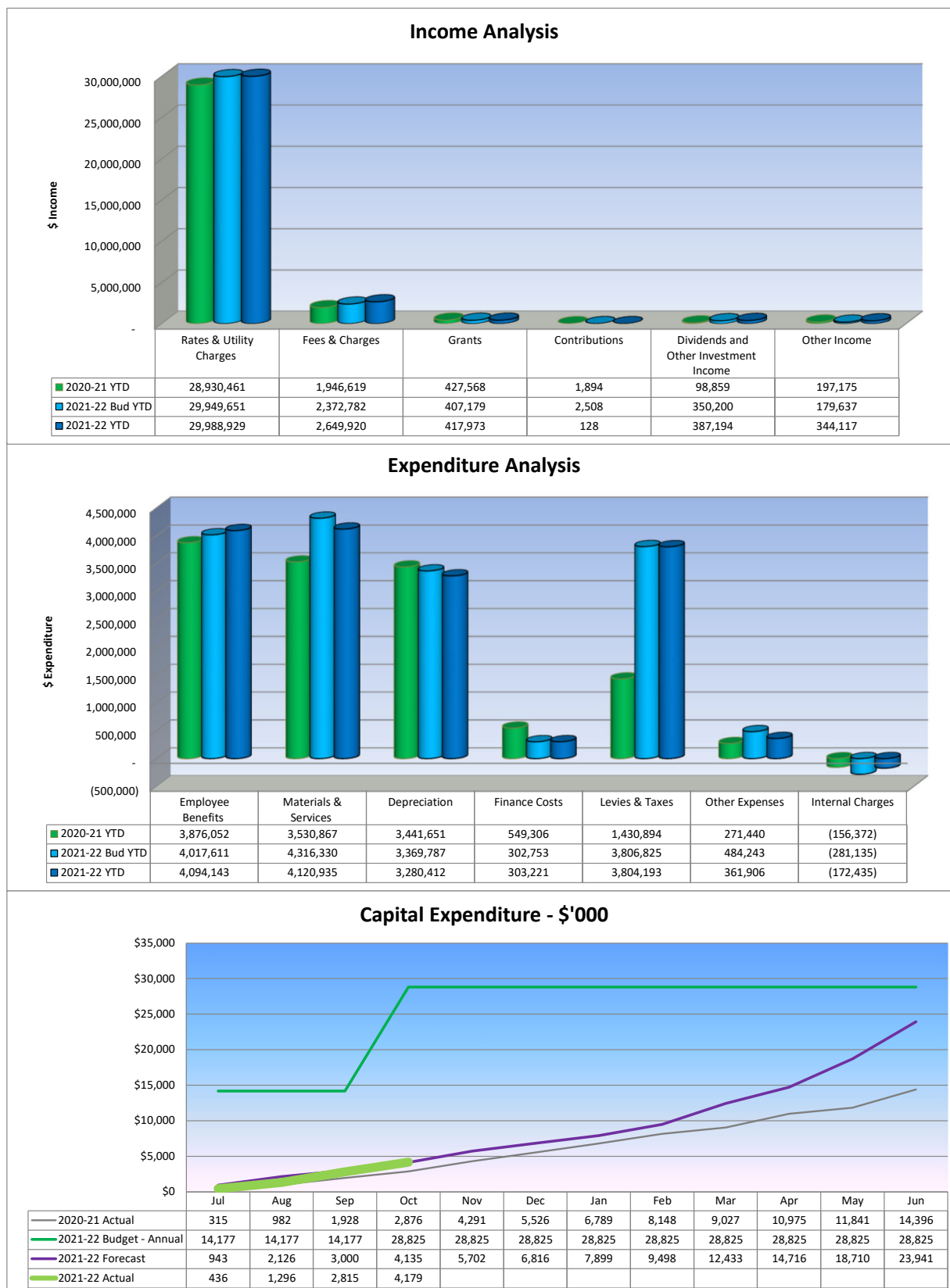
The balance of Capital Work in Progress at the end of October is \$18.3M, including \$11M which relates to the LIVING CITY project.

FINANCIAL SUMMARY					YTD to October 2021	
Operating Summary						
	Budget	YTD Actual	Annual Budget	Current Forecast		
Revenue	33,261,956	33,788,263	42,689,549	42,911,549		
Expenditure	16,016,415	15,792,375	42,230,735	42,230,735		
<b>Operating Position</b>	<b>17,245,542</b>	<b>17,995,887</b>	<b>458,814</b>	<b>680,814</b>		
Capital Expenditure Summary						
	Annual Budget \$'000	Actual \$'000	Annual Forecast \$'000			
<b>Capital Expenditure</b>	<b>28,825</b>	<b>4,179</b>	<b>23,941</b>			
Cash Information					October 2021	June 2021
Operating Account (Reconciled balance)					2,716,827	171,178
Interest-Earning Deposits					19,384,600	13,374,404
					<b>22,101,427</b>	<b>13,545,582</b>
Debtor Information					Rates Debtors	
	October 2021	June 2021	Rates Debtors Ageing		October 2021	% of Annual Rates
Rates Debtors	11,322,690	677,653	2021/2022 - Current		11,025,727	36.8%
Infringement Debtors	134,699	81,066	2020/2021 - 1 Year		179,478	
Sundry Debtors	896,015	2,929,053	2019/2020 - 2 Years		46,710	
Planning & Health Debtors	17,188	6,132	2018/2019 - 3 Years		15,256	
			Over 3 years		55,519	
	<b>12,370,591</b>	<b>3,693,903</b>			<b>11,322,690</b>	
Cash Investment Information					October 2021	
	Actual Rate	Credit rating	Maximum Holding Allowed	Actual Holding % of total Cash		
ANZ Cash Deposits - At Call	0.00%	A1+ / AA-				1,748
CBA Cash Deposits - At Call	0.20%	A1+ / AA-				13,376,694
		A1+	100%	60.53%		13,378,442
AMP 31 days notice account	0.55%	A2/BBB+				3,006,158
MyState Term Deposit	0.50%	P-2/Baa2				3,000,000
		A2-A3	40%	27.18%		6,006,158
						<b>19,384,600</b>
All cash investments are invested in compliance with Council's Investment Policy.						
Benchmarks: BBSW90 Day Index	0.0702%					
RBA Cash Rate	0.10%					

**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 October 2021	
	YTD		YTD Variance		Full Budget	Forecast
	Budget	Actual	\$	%	2021-22	2021-22
<b>INCOME</b>						
Rates and Service Charges	29,949,651	29,988,929	39,278	0.1%	30,089,670	30,131,670
Fees and User Charges	2,372,782	2,649,920	277,139	11.7%	7,180,476	7,180,476
Grants - Operating	407,179	417,973	10,795	2.7%	2,637,222	2,709,222
Contributions - Operating	2,508	128	(2,380)	-94.9%	7,525	7,525
Dividend Income	343,000	373,690	30,690	8.9%	1,372,000	1,372,000
Interest Income	7,200	13,504	6,304	87.6%	21,600	21,600
Other Revenue	179,637	344,117	164,481	91.6%	581,056	689,056
Share of profit of associates	-	-	-	0.0%	800,000	800,000
<b>TOTAL INCOME</b>	<b>33,261,956</b>	<b>33,788,263</b>	<b>526,306</b>	<b>1.6%</b>	<b>42,689,549</b>	<b>42,911,549</b>
<b>EXPENSES</b>						
Employee Benefits	4,017,611	4,094,143	76,532	1.9%	12,974,554	12,974,554
Materials and Services	4,316,330	4,120,935	(195,396)	-4.5%	13,758,945	13,758,945
Depreciation	3,369,787	3,280,412	(89,375)	-2.7%	9,985,841	9,985,841
Financial Costs	302,753	303,221	468	0.2%	908,258	908,258
Levies & Taxes	3,806,825	3,804,193	(2,632)	-0.1%	3,990,103	3,990,103
Other Expenses	484,243	361,906	(122,337)	-25.3%	1,206,613	1,206,613
Internal Charges and Recoveries	(281,135)	(172,435)	108,700	-38.7%	(593,579)	(593,579)
<b>TOTAL EXPENSES</b>	<b>16,016,415</b>	<b>15,792,375</b>	<b>(224,039)</b>	<b>-1.4%</b>	<b>42,230,735</b>	<b>42,230,735</b>
<b>NET OPERATING SURPLUS / (DEFICIT)</b>	<b>17,245,542</b>	<b>17,995,887</b>	<b>750,346</b>	<b>4.4%</b>	<b>458,814</b>	<b>680,814</b>
<b>CAPITAL ITEMS</b>						
Grants - Capital	-	623,352	623,352		8,060,733	
Contributions - Capital	-	225,586	225,586		250,000	
Gain / Loss on Disposal of Assets	(116,000)	(269,364)	(153,364)	132.2%	(348,000)	
<b>TOTAL CAPITAL ITEMS</b>	<b>(116,000)</b>	<b>579,575</b>	<b>695,575</b>	<b>-599.6%</b>	<b>7,962,733</b>	
<b>NET SURPLUS / (DEFICIT)</b>	<b>17,129,542</b>	<b>18,575,462</b>	<b>1,445,920</b>	<b>8.4%</b>	<b>8,421,547</b>	
<b>Own Source Revenue:</b>	<b>98.8%</b>	<b>98.8%</b>			<b>93.8%</b>	



<b>BALANCE SHEET REPORT</b>		
<b>As at October 2021</b>		
	<b>31 Oct 2021</b>	<b>30 Jun 2021</b>
<b>Current Assets</b>		
Cash at Bank and On Hand	2,716,827	171,178
Trust Deposits	233,626	178,407
Cash Investments	19,384,600	13,374,404
Receivables - Rates and Utility Charges	11,322,690	677,653
Receivables - Infringements	134,699	81,066
Receivables - Sundry	896,015	2,929,053
Receivables - Planning & Health	17,188	6,132
Loans Receivable - Current	26,774	26,774
Accrued Revenue	3,260	360,493
Prepayments	215,100	215,100
Net GST Receivable	158,652	326,424
Other Asset	755,738	755,738
	<b>35,865,168</b>	<b>19,102,423</b>
<b>Non Current Assets</b>		
Loans Receivable - Non-Current	335,468	337,168
Dulverton Regional Waste Management Authority	8,885,636	9,172,406
TasWater	82,967,547	82,967,547
Property, Plant & Equipment	861,925,371	862,372,634
Accumulated Depreciation - PP&E	(329,041,764)	(326,381,990)
Capital Work in Progress	18,341,410	14,521,439
	<b>643,413,669</b>	<b>642,989,204</b>
<b>Total Assets</b>	<b>679,278,837</b>	<b>662,091,626</b>
<b>Current Liabilities</b>		
Trade Creditors	318,448	58,353
Accrued Expenses	2,085,519	3,137,003
Trust Liability	252,924	178,394
Income In Advance - Current	1,412,262	1,915,381
Loans - Current	1,099,194	1,099,194
Annual Leave	1,173,028	1,162,051
Other Leave - RDO	66,890	75,323
Other Leave - TOIL	9,275	14,737
Long Service Leave - Current	1,320,264	1,218,743
	<b>7,737,806</b>	<b>8,859,181</b>
<b>Non Current Liabilities</b>		
Derivative Financial Instruments	-	-
Loans - Non-Current	47,332,478	47,599,354
Long Service Leave - Non-Current	282,234	282,234
	<b>47,614,712</b>	<b>47,881,589</b>
<b>Total Liabilities</b>	<b>55,352,518</b>	<b>56,740,769</b>
<b>Net Assets</b>	<b>623,926,319</b>	<b>605,350,857</b>
<b>Equity</b>		
Asset Revaluation Reserve	371,191,546	371,191,546
Asset Revaluation Reserve - Associates	1,700,062	1,700,062
Other Reserves	6,570,643	6,570,643
Accumulated Surplus	225,888,607	210,720,770
Operating Surplus / (Deficit)	17,995,887	770,895
Capital Surplus / (Deficit)	579,575	14,396,942
<b>Total Equity</b>	<b>623,926,319</b>	<b>605,350,857</b>
<b>Current Ratio:</b>	<b>4.64</b>	<b>2.16</b>

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 October 2021													
	Funding 2021/22				Expenditure 2021/22			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	1,113,000	397,012	1,510,012	274,000	179,093	120,149	299,242	1,210,770			20%		
Buildings & Facilities	1,105,000	900,704	2,005,704	-	391,272	224,622	615,894	1,389,810			31%		
Transport	5,574,000	3,150,670	8,724,670	1,778,733	1,888,570	2,279,292	4,167,862	4,556,808			48%		
Stormwater	1,050,000	894,482	1,944,482	-	199,971	17,722	217,693	1,726,789			11%		
Living City	3,680,000	8,943,391	12,623,391	3,680,000	1,266,119	94,527	1,360,646	11,262,745			11%		
Plant & Fleet	598,600	230,501	829,101	-	168,674	110,790	279,464	549,637			34%		
Other Equipment	1,057,000	131,259	1,188,259	-	85,780	120,098	205,878	982,381			17%		
Total Capital Works	14,177,600	14,648,019	28,825,619	5,732,733	4,179,478	2,967,201	7,146,679	21,678,940			25%		
Open Space & Recreation													
CP0129	Don River Rail Trail - land purchase	50,681	50,681		8,037	2,594	10,631	40,050	Jun-21	Feb-22	21.0%	Process underway	
CP0176	Mersey Bluff - bin compound	-	-		5,000	-	5,000	(5,000)	Complete	Complete		Complete	
CP0179	Reg Hope Park - slab and services for shopfront at Julie	10,393	10,393		-	-	-	10,393	TBA	TBA	0.0%		
CP0184	Don River Rail Trail - construction	145,729	145,729		-	-	-	145,729	Mar-22	Jun-22	0.0%	Grant extension to June 2022	
CP0192	Aquatic Centre / Don Reserve -playground renewal/ relocation	76,437	76,437		61,647	11,790	73,437	3,000	Aug-21	Nov-21	96.1%	Installation underway	
CP0193	Kiah Place - Playground equipment renewal	-	-		5,643	-	5,643	(5,643)	Complete	Complete			
CP0195	Installation of Public Recycling Bins	-	-		15,135	2	15,137	(15,137)	Oct-21	Nov-21		Installation pending	
CP0196	Highfield Park new BBQ Shelter	-	-		20,016	15,609	35,625	(35,625)	Aug-21	Nov-21		Construction underway	
CP0197	Mersey Vale Cemetery - ash interment columns for Memorial Garden	35,000	(35,000)	-	113	-	113	(113)	TBA	TBA			
CP0202	Seat replacements - Valley Road	-	-		1,779	-	1,779	(1,779)	Complete	Complete		To be re-allocated	
CP0203	Highfield Park nature play area	74,850	74,850		36,445	35,000	71,445	3,405	Nov-21	Dec-21	95.5%	Order placed. Installation pending	
CP0204	Horsehead Creek - RV dump point relocation	38,922	38,922		102	-	102	38,820	Feb-22	May-22	0.3%	Contract executed. Construction pending. Expenditure committed to CB0102	
CP0206	Mersey Vale Cemetery - ash interment columns for Memorial Garden	35,000	35,000		5,091	14,580	19,671	15,329	TBA	TBA	56.2%	Columns ordered	
CP0207	Lighting to dog exercise area	14,000	-	14,000	-	10,129	10,129	3,871	Nov-21	Jan-22	72.4%	Installation pending	
CP0208	Coastal Erosion Protection - Coles Beach and Don Heads	100,000	-	100,000	136	-	136	99,864	TBA	TBA	0.1%		
CP0209	Aquatic Centre - Access Improvements to Shaded Seating at outdoor pool	41,000	-	41,000	63	-	63	40,937	Apr-22	May-22	0.2%	Design underway	
CP0210	Mungala-Langslow path link Improvements	85,000	-	85,000	-	-	-	85,000	Mar-22	Apr-22	0.0%		
CP0211	Park furniture renewal - annual program	25,000	-	25,000	3,010	0	3,010	21,990	Nov-21	Dec-21	12.0%		
CP0212	Devonport Recreation Centre - basketball backboard renewal	34,000	-	34,000	81	30,444	30,524	3,476	Jan-22	Feb-22	89.8%	Order placed. Installation pending	
CP0213	Netball Centre - outdoor court seat renewal	20,000	-	20,000	10,906	1	10,907	9,093	Complete	Complete	54.5%		
CP0214	Mersey Bluff signage renewal	18,000	-	18,000	-	-	-	18,000	TBA	TBA	0.0%	consultation underway	
CP0215	Devonport Oval - Ezicover Inflatable roller renewal	9,000	-	9,000	-	-	-	9,000	TBA	TBA	0.0%		
CP0216	Don Reserve path renewal - Jilga Way to Valkyrie Close	100,000	-	100,000	1,479	-	1,479	98,521	Mar-22	Apr-22	1.5%	Design underway	
CP0217	Surf Club boat ramp renewal (East Ramp)	55,000	-	55,000	1,042	-	1,042	53,958	Mar-22	Apr-22	1.9%	Quotations being assessed	
CP0218	Bluff Skate Park - soft fall renewal	17,000	-	17,000	150	-	150	16,850	TBA	TBA	0.9%		
CP0219	New pedestrian bridge - Figure of Eight Creek - Woodrising to Maidstone Park	500,000	-	500,000	1,996	-	1,996	498,004	Jan-22	Apr-22	0.4%	Tender advertised	
CP0220	Bluff Skate Park - new shade shelter	36,000	-	36,000	-	-	-	36,000	TBA	TBA	0.0%		
CP0221	Victoria Parade - boat ramp lighting	24,000	-	24,000	-	-	-	24,000	Feb-22	Mar-22	0.0%	External funding secured. Design underway	
		-											
Total Open Space & Recreation	1,113,000	397,012	1,510,012	274,000	179,093	120,149	299,242	1,210,770			19.8%		



		Funding 2021/22				Expenditure 2021/22			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	
<b>Buildings &amp; Facilities</b>													
CB0097	Meercroft Park - facilities upgrade		-	-		1,514	-	1,514	(1,514)	Complete	Complete		
CB0098	Devonport Football Club - new change rooms		682,814	682,814		375,217	-	375,217	307,597	Apr-21	Feb-22	55.0%	Construction underway
CB0102	Horsehead Creek - New toilet block & link path		154,050	154,050		10,946	178,728	189,674	(35,624)	Jan-22	Mar-22	123.1%	Over expenditure offset by CP0204
TBA	LCRI Grant balance		-	-		-	-	-	-	N/A	N/A		Grant balance allocated to CB0102
CB0104	Works Depot - Oil store shed	42,000	-	42,000		-	-	-	42,000	Jan-22	Mar-22	0.0%	
CB0105	Waste Transfer Station - Fence extension	13,000	-	13,000		-	-	-	13,000	TBA	TBA	0.0%	Additional external funding sought
CB0106	Aquatic Centre - Pool hall concourse drainage grate	10,000	-	10,000		-	-	-	10,000	TBA	TBA	0.0%	
CB0107	Payne Avenue toilet block	243,000	-	243,000		-	-	-	243,000	TBA	TBA	0.0%	
CB0108	Aquatic Centre - Wet change Rm silicon replacement	15,000	-	15,000		-	-	-	15,000	TBA	TBA	0.0%	
CB0109	Aquatic Centre - Wet change Rm flooring	30,000	-	30,000		157	-	157	29,843	TBA	TBA	0.5%	
CB0110	BSMC - Roof replacement on old building	50,000	-	50,000		157	-	157	49,843	TBA	TBA	0.3%	
CB0111	Aquatic Centre - Internal Painting	35,000	-	35,000		-	-	-	35,000	TBA	TBA	0.0%	
CB0112	BSMC - Reception Counter	15,000	-	15,000		-	-	-	15,000	TBA	TBA	0.0%	
CB0113	paranple arts centre - 55kw solar Panel Installation	142,000	-	142,000		2,301	-	2,301	139,699	Jan-22	Apr-22	1.6%	Tender advertised
CB0114	Waste Transfer Station - waste and resource recovery bill readiness project	500,000	-	500,000		902	-	902	499,098	TBA	TBA	0.2%	
CB0115	CB0115 BSMC - Auto door between café and	10,000	15,000	25,000		79	-	79	24,921	TBA	TBA	0.3%	
CB0116	CB0116 Replace fan PAC 1 HVAC		48,840	48,840		-	45,894	45,894	2,946	Nov-21	Nov-21	94.0%	Installation pending
<b>Total Facilities</b>		<b>1,105,000</b>	<b>900,704</b>	<b>2,005,704</b>		<b>391,272</b>	<b>224,622</b>	<b>615,894</b>	<b>1,389,810</b>			<b>30.7%</b>	

		Funding 2021/22				Expenditure 2021/22			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	
<b>Transport</b>													
CT0169	Formby Road & Best Street intersection safety improvements		91,351	91,351		-	36,364	36,364	54,987	Oct-22	Dec-22	39.8%	To be completed following waterfront hotel construction
CT0230	Transport Minor Works		20,000	20,000		-	-	-	20,000	TBA	TBA	0.0%	Subject to completion of private works
CT0245	New bus stop infrastructure		11,000	11,000		11,432	37	11,469	(469)	Nov-21	Nov-21	104.3%	Additional work requested
CT0259	Parking infrastructure renewal		-	-		-	182	182	(182)	Complete	Complete		
CT0271	Mersey Bluff Precinct – traffic, pedestrian, and parking improvements – stage 2		71,005	71,005		71,005	-	71,005	0	Complete	Complete	100.0%	
CT0275	State Vehicle Entry Point	1,000,000	465,312	1,465,312	1,000,000	-	22,000	22,000	1,443,312	TBA	TBA	1.5%	Progression dependant on Port development plans
CT0277	Reseal Program 2020-2021		13,865	13,865		13,864	1	13,865	(0)	Complete	Complete	100.0%	
CT0279	Bridge Road Pavement Renewal - Stage 1		7,286	7,286		28,700	3,508	32,207	(24,921)	Complete	Complete	442.0%	
CT0281	Street light provision		8,911	8,911		8,911	-	8,911	(0)	Complete	Complete	100.0%	
CT0282	Melrose Road - Morris Road intersection improvements		300	300		300	-	300	-	Complete	Complete	100.0%	
CT0286	Don Road, Lovett Street and Sorell Street safety improvements		37,245	37,245		819	39,611	40,430	(3,185)	Sep-21	Nov-21	108.6%	Construction underway
CT0287	Transport minor works		9,231	9,231		9,231	-	9,231	-	Complete	Complete	100.0%	
CT0289	Coastal Pathway contribution - part 2	200,000	998,000	1,198,000		55,527	945,653	1,001,180	196,820	Oct-21	Dec-22	83.6%	Construction underway
CT0290	Greenway Avenue Traffic Calming		25,087	25,087		538	753	1,291	23,796	Complete	Complete	5.1%	
CT0292	Pioneer Park - improved access from Thomas Street		-	-		1,084	-	1,084	(1,084)	Complete	Complete		
CT0294	Nixon Street VRUP		102,376	102,376		102,376	-	102,376	(0)	Complete	Complete	100.0%	
CT0296	Forbes Street VRUP		159,254	159,254		159,377	-	159,377	(123)	Complete	Complete	100.1%	
CT0298	Kelcey Tier SRRP	815,000	222,591	1,037,591		713,284	119,971	833,254	204,337	Aug-21	Nov-21	80.3%	Minor works pending
CT0299	Coastal Pathway - River Rd, Oakwood-Ambleside		848,823	848,823		275,526	378,634	654,160	194,663	Aug-21	Jan-22	77.1%	Construction underway
CT0300	Forth Road SRRP	60,000	59,033	119,033		116,283	-	116,283	2,750	Complete	Complete	97.7%	
CT0301	Reseal Program 2021-2022	700,000	-	700,000		5,144	616,834	621,978	78,022	Nov-21	Feb-22	88.9%	Construction pending
CT0302	CT0302 Best St Footpath Link VRUP		-	-	30,000	19,910	264	20,174	(20,174)	Complete	Complete		Externally funded
CT0303	CT0303 Forbes St Footpath Link VURP		-	-	68,000	17,021	391	17,412	(17,412)	Complete	Complete		Externally funded
CT0304	CT0304 Steele St Footpath Link VURP		-	-	16,000	4,008	1,719	5,727	(5,727)	Nov-21	Dec-21		Construction pending
CT0305	CT0305 Nixon St Footpath Link VRUP		-	-	28,000	28,216	2,166	30,382	(30,382)	Complete	Complete		Externally funded
CT0306	CT0306 Don Rd Footpath Link VRUP		-	-	30,000	5,467	3,012	8,480	(8,480)	Oct-21	Nov-21		Construction underway
CT0307	Street light provision	25,000	-	25,000		-	-	-	25,000	TBA	TBA	0.0%	
CT0308	Charles Street - Gunn Street Pedestrian Link	25,000	-	25,000		-	-	-	25,000	Apr-22	Apr-22	0.0%	
CT0309	Webberleys Road seal	174,000	-	174,000		-	-	-	174,000	Jan-22	Apr-22	0.0%	Design underway
CT0310	Tugrah Road traffic management	250,000	-	250,000		-	-	-	250,000	TBA	TBA	0.0%	Design underway
CT0311	Fenton Way pedestrian improvements	40,000	-	40,000		-	-	-	40,000	TBA	TBA	0.0%	
CT0312	Durkins road guard rail extension	25,000	-	25,000		16,304	-	16,304	8,696	Complete	Complete	65.2%	
CT0313	Squibbs road retaining wall	25,000	-	25,000		27,299	-	27,299	(2,299)	Complete	Complete	109.2%	
CT0316	CT0316 Greenway Avenue Threshold Treat	125,000	-	125,000		42,333	87,190	129,523	(4,523)	Sep-21	Nov-21	103.6%	Construction underway
CT0317	Durkins Road - seal part of gravel section	140,000	-	140,000		81	-	81	139,919	Jan-22	Mar-22	0.1%	
CT0318	Road traffic device renewal	25,000	-	25,000		-	-	-	25,000	TBA	TBA	0.0%	
CT0319	Transport minor works	25,000	-	25,000		8,712	-	8,712	16,288	Jul-21	Jun-22	34.8%	Minor works ongoing throughout the year
CT0320	Parking infrastructure renewal	25,000	-	25,000		-	-	-	25,000	TBA	TBA	0.0%	
CT0321	Steele Street footpath renewal - Wenvoe to Formby - south side	174,000	-	174,000		2,966	-	2,966	171,034	Jan-22	Mar-22	1.7%	Design underway
CT0322	William Street renewal - Valley to Middle	940,000	-	940,000	506,733	58,314	16,309	74,622	865,378	Dec-21	Apr-22	7.9%	Design underway
CT0323	Victoria Parade Car Park (James to George) improvements	126,000	-	126,000		7,924	1,523	9,447	116,554	Nov-21	Nov-21	7.5%	Construction pending
CT0324	North Caroline Street Kerb renewal	75,000	-	75,000		8,434	4,356	12,790	62,210	Apr-22	May-22	17.1%	Quotations requested
CT0325	North Fenton Street renewal - Oldaker to Parker	300,000	-	300,000		11,952	-	11,952	288,048	Jan-22	Apr-22	4.0%	Design underway
CT0326	Rural road renewal - gravel resheeting program	100,000	-	100,000		-	-	-	100,000	Feb-22	Apr-22	0.0%	
CT0328	Mersey Bluff Precinct – traffic, pedestrian, and parking improvements – stage 4	80,000	-	80,000		55,788	-	55,788	24,212	Sep-21	Nov-21	69.7%	Construction underway
CT0331	Footpath missing links - high priority areas	100,000	-	100,000	100,000	440	-	440	99,560	TBA	TBA	0.4%	Design underway
<b>Total Transport</b>		<b>5,574,000</b>	<b>3,150,670</b>	<b>8,724,670</b>	<b>1,778,733</b>	<b>1,888,570</b>	<b>2,279,292</b>	<b>4,167,862</b>	<b>4,556,808</b>			<b>47.8%</b>	

		Funding 2021/22				Expenditure 2021/22			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	
<b>Stormwater</b>													
CS0081	John Stormwater Catchment Stage 1		195,947	195,947		-	-	-	195,947	TBA	TBA	0.0%	Pending action from Sport Infrastructure Master Plan (EDRC)
CS0085	Oldaker (East) stormwater catchment upgrade – stage 1		196,896	196,896		-	-	-	196,896	N/A	N/A	0.0%	Included in scope of waterfront park
CS0091	Minor Stormwater Works		3,620	3,620		3,620	-	3,620	-	Complete	Complete	100.0%	
CS0097	Church street stormwater improvements		346,820	346,820		5,466	-	5,466	341,354	TBA	TBA	1.6%	Design underway
CS0096	Oldaker (East) Catchment upgrade - stage 2		80,000	80,000		78,496	842	79,338	662	Mar-21	TBA	99.2%	Minor work remaining
CS0098	Pit replacements		12,282	12,282		13,640	827	14,467	(2,185)	Complete	Complete	117.8%	
CS0099	Pipe renewal - 23 Steele St		58,917	58,917		707	-	707	58,210	TBA	TBA	1.2%	Quotations sought
CS0100	Highfield SW catchment Upgrade - Stage 1	200,000	-	200,000		3,280	1,314	4,594	195,406	TBA	TBA	2.3%	Design underway
CS0101	Minor Stormwater Works	60,000	-	60,000		28,463	911	29,374	30,626	Jul-21	Jun-22	49.0%	Minor works ongoing throughout the year
CS0102	Kelcey Tier Road pit upgrades	60,000	-	60,000		3,258	5,046	8,304	51,696	Dec-21	Dec-21	13.8%	Construction pending
CS0103	Stormwater pollution control measures	50,000	-	50,000		845	-	845	49,155	TBA	TBA	1.7%	Design underway
CS0104	Webberleys Road - open drain and pipe system	250,000	-	250,000		7,656	-	7,656	242,344	Jan-22	Apr-22	3.1%	Design underway
CS0105	Pit replacements 2021-22	50,000	-	50,000		47,865	309	48,174	1,826	Jul-21	Jun-22	96.3%	Minor works ongoing throughout the year
CS0106	32 Victoria Parade stormwater renewal	80,000	-	80,000		1,320	8,473	9,793	70,207	Nov-21	Nov-21	12.2%	Construction pending
CS0107	Tugrah Road - Rundle to Stony Rise - pipe renewal	75,000	-	75,000		1,664	-	1,664	73,336	TBA	TBA	2.2%	Quotations sought
CS0108	North Fenton Street - pipe renewal	150,000	-	150,000		249	-	249	149,751	Jan-22	Apr-22	0.2%	Design underway
CS0109	Hiller Street - pipe renewal	50,000	-	50,000		3,443	-	3,443	46,557	TBA	TBA	6.9%	Design underway
CS0110	Contribution to network upgrades downstream of Cameray St development	25,000	-	25,000		-	-	-	25,000	TBA	TBA	0.0%	Subject to completion by developer
<b>Total Stormwater</b>		<b>1,050,000</b>	<b>894,482</b>	<b>1,944,482</b>	<b>-</b>	<b>199,971</b>	<b>17,722</b>	<b>217,693</b>	<b>1,726,789</b>			<b>11.2%</b>	
<b>Plant &amp; Fleet</b>													
CF0028	Fleet replacement program 20/21		35,331	35,331		-	35,331	35,331	(0)			100.0%	
CF0029	Hire Plant Replacement Plan 20/21 (including disposal proceeds)		195,170	195,170		154,895	-	154,895	40,275			79.4%	
CF0031	Fleet Replacement program 2021-22	216,000	-	216,000		-	35,095	35,095	180,905				
CF0032	Hire Plant Replacement 2021-22	274,000	-	274,000		-	-	-	274,000				
CF0033	Non Hire Plant Replacement 21-22	108,600	-	108,600		13,779	40,364	54,143	54,457				
<b>Total Plant &amp; Fleet</b>		<b>598,600</b>	<b>230,501</b>	<b>829,101</b>	<b>-</b>	<b>168,674</b>	<b>110,790</b>	<b>279,464</b>	<b>549,637</b>			<b>33.7%</b>	
<b>Other Equipment</b>													
Office and Equipment		516,000	131,259	647,259	-	73,862	104,298	178,160	469,099				
Information Technology		541,000	-	541,000	-	11,918	15,800	27,718	513,282				
<b>Total Other Equipment</b>		<b>1,057,000</b>	<b>131,259</b>	<b>1,188,259</b>	<b>-</b>	<b>85,780</b>	<b>120,098</b>	<b>205,878</b>	<b>982,381</b>			<b>17.3%</b>	
<b>TOTAL CAPITAL EXPENDITURE - EXCLUDING LIVING CITY</b>		<b>10,497,600</b>	<b>5,704,628</b>	<b>16,202,228</b>	<b>2,052,733</b>	<b>2,913,360</b>	<b>2,872,674</b>	<b>5,786,033</b>	<b>10,416,195</b>			<b>35.7%</b>	
<b>Living City</b>													
<b>Total Living City</b>		<b>3,680,000</b>	<b>8,943,391</b>	<b>12,623,391</b>	<b>3,680,000</b>	<b>1,266,119</b>	<b>94,527</b>	<b>1,360,646</b>	<b>11,262,745</b>			<b>10.8%</b>	<b>construction underway</b>
<b>TOTAL CAPITAL EXPENDITURE - INCLUDING LIVING CITY</b>		<b>14,177,600</b>	<b>14,648,019</b>	<b>28,825,619</b>	<b>5,732,733</b>	<b>4,179,478</b>	<b>2,967,201</b>	<b>7,146,679</b>	<b>21,678,940</b>			<b>24.8%</b>	

**Minutes of the Planning Authority Committee of the Devonport City Council  
held in the Aberdeen Room, Level 2, paranaple centre, 137 Rooke Street, Devonport  
on Tuesday 2 November 2021 commencing at 5:00 PM**

**Present** Cr A Rockliff (Mayor) in the Chair  
Cr J Alexiou  
Cr P Hollister  
Cr S Milbourne  
Cr L Murphy

**Councillors in Attendance** Nil

**Council Officers:** General Manager, M Atkins  
Deputy General Manager, J Griffith  
Development Services Manager, K Lunson  
Land Use Planning Coordinator, A Mountney

**Audio Recording:** All persons in attendance were advised that it is Council policy to record Council meetings, in accordance with Council's Digital Recording Policy. The meeting was live streamed via YouTube.

## **1 APOLOGIES**

The following apology was received for the meeting.

Cr L Perry

## **2 DECLARATIONS OF INTEREST**

The following Declarations of Interest were advised:

Councillor	Item No	Reason	Remain in the Meeting? Yes/No	If remaining, reason/s for decision
Cr J Alexiou	4.2	Knows the applicant	No	
Cr L Murphy	4.1	Property is managed by the company employed with	Yes	Property managed through commercial arm of business employed with, to which Councillor Murphy has no involvement in
Cr L Murphy	4.2	Knows the proponent and has visited proponent's business	Yes	Never received a discount or pecuniary benefit from patronising the proponent's business

### **3 DELEGATED APPROVALS**

#### **3.1 PLANNING APPLICATIONS APPROVED UNDER DELEGATED AUTHORITY**

##### **PAC21/13 RESOLUTION**

MOVED: Cr Murphy  
SECONDED: Cr Milbourne

That the list of delegated approvals be received.

FOR: Cr Alexiou, Cr Hollister, Cr Milbourne, Cr Murphy and Cr Rockliff  
AGAINST: Nil

CARRIED 5 / 0

### **4 DEVELOPMENT REPORTS**

#### **4.1 PA2021.0138 - 40 DON ROAD, DEVONPORT - GENERAL RETAIL AND HIRE**

##### **PAC21/14 RESOLUTION**

MOVED: Cr Hollister  
SECONDED: Cr Alexiou

That the Planning Authority, pursuant to the provisions of the *Tasmanian Planning Scheme - Devonport* and Section 57 of the *Land Use Planning and Approvals Act 1993*, approve application PA2021.0138 for General Retail and Hire (adult sex product shop) subject to the following condition:

1. The use and development is to proceed generally in accordance with the site application documentation by Neil Newman, a copy of which is attached and forming part of this planning permit.
2. Any external lighting for operational and security purposes is to be baffled to reduce impacts to the residential properties located to the north of the site.
3. The developer is to ensure that the 4 parking spaces located between the property and the building can satisfy AS2890- *Parking facilities, Parts 1-6*.

Note: The following is provided for information purposes.

The developer is to note that the site does not have legal access rights to the rear of the property where additional parking spaces have been nominated. Therefore, this parking area cannot be utilised unless a right-of-way is executed, or the garage is demolished to facilitate access.

The developer is encouraged to install bicycle parking infrastructure for bikes as per clause C2.5.2 of the planning scheme.

The development is to comply with the requirements of the current National Construction Code. The developer is to obtain the necessary building & plumbing approvals & provide the required notifications in accordance with the *Building Act 2016* prior to commencing building or plumbing work.

Any signage proposed is subject to the Signs Code of the *Tasmanian Planning Scheme – Devonport* and will be subject to further planning consideration.

In regard to condition 3, the applicant should contact Council's Infrastructure & Works Department – Ph 6424 0511 with any enquiries.

Enquiries regarding other conditions can be directed to Council's Development Services Department – Ph 6424 0511.

FOR: Cr Alexiou, Cr Hollister, Cr Milbourne, Cr Murphy and Cr Rockliff  
AGAINST: Nil

CARRIED 5 / 0

## **4.2 PA2021.0148 - UNIT 1 130 NORTH FENTON STREET - VISITOR ACCOMMODATION**

Cr Alexiou left the meeting at 05:03 pm.

### **PAC21/15 RESOLUTION**

MOVED: Cr Milbourne  
SECONDED: Cr Hollister

That the Planning Authority, pursuant to the provisions of the *Tasmanian Planning Scheme – Devonport 2020* and Section 57 of the *Land Use Planning and Approvals Act 1993*, approve application PA2021.0148 and grant a Permit to use land identified as 1/130 North Fenton Street, Devonport for the following purposes:

- Visitor Accommodation

Subject to the following conditions:

1. The Use is to proceed generally in accordance with the submitted floor plan as submitted by the applicant, a copy of which is attached and endorsed as documents forming part of this Planning Permit.
2. The Use is to comply with the Director's Determination for short or medium term visitor accommodation.

Note: The following is provided for information purposes.

During use of these facilities all measures are to be taken to prevent nuisance. Air, noise and water pollution matters are subject to provisions of the *Building Regulations 2016* or the *Environmental Management and Pollution Control Act 1994*.

If any food products are supplied, prepared and/or cooked for guests, the business operator must contact the Council prior to the opening of the business to confirm their requirements under the *Food Act 2003*.

Enquiries regarding conditions can be directed to Council's Development Services Department – Ph 6424 0511.

FOR: Cr Hollister, Cr Milbourne, Cr Murphy and Cr Rockliff  
AGAINST: Nil

CARRIED 4 / 0

Cr Alexiou returned to the meeting at 5:06pm.

## **5 CLOSURE**

**There being no further business on the agenda the Mayor declared the meeting closed at 5:06pm.**

Confirmed

Chairperson