

ORDINARY AGENDA

COUNCIL MEETING

Tuesday 21 April 2020

MEETING CONDUCT

This meeting is conducted under arrangements cognisant of the prevailing COVID-19 emergency and the provisions of the COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020.

An audio recording of this Council Meeting, except for any part held in Closed Session, will be made and made available to the public.

Council is conscious of social distancing measures and health advice received from the Department of Health and Human Services Tasmania to slow the spread of COVID-19. Interested members of the community are encouraged to read the minutes of the meeting and listen to the meeting with a recording being published to Council's website. Public attendance will not be permitted.

SECURITY PROCEDURES

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

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



PO Box 102, Westbury, Tasmania, 7303

Notice is hereby given that an Ordinary Meeting of the Meander Valley Council will be held at the Westbury Council Chambers, 26 Lyall Street, Westbury, on **Tuesday 21 April 2020, commencing at 4.00pm**.

In accordance with Section 65 of the *Local Government Act 1993*, I certify that with respect to all advice, information or recommendations provided to Council with this agenda:

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

John Jordan

GENERAL MANAGER

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Agenda for an Ordinary Meeting of the Meander Valley Council to be held at the Council Chambers Meeting Room, 26 Lyall Street, Westbury, on Tuesday 21 April 2020 at 4.00pm.

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

PRESENT

APOLOGIES

IN ATTENDANCE

CONFIRMATION OF MINUTES

Councillor xx moved and Councillor xx seconded, "that the minutes of the Ordinary Meeting of Council held on Tuesday 10 March, 2020, be received and confirmed."

Councillor xx moved and Councillor xx seconded, "that the minutes of the Special Meeting of Council held on Tuesday 7 April, 2020, be received and confirmed."

COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING

Date	Items discussed:
24 March 2020	 Proposed Notice of Motion – Community Care and Recovery Page Community Events Recreation Fees and Charges Dog off leash survey results Purchase of land for Allport Street and Irving Street, Kimberley Federal government Infrastructure Investment Program Style Guide Gazette correspondence Council building works implications LGAT AGM & General Meeting – Notice of Motions Planning Directive 7 – Permits for temporary housing Draft Major Projects Bill TPC Notice for substantial modifications to the Local Provision Schedule Items for Noting
28 March 2020	 General Update on Operations Community Care and Recovery Package – COVID-19 Pandemic Options for \$6.5m community grants Council Meeting arrangements Proposed recruitment General Business

ANNOUNCEMENTS BY THE MAYOR

24 March 2020

Council Workshop – Westbury

31 March 2020

Council Workshop - Westbury

7 April 2020

Special Council Meeting – Westbury

ANNOUNCEMENTS BY COUNCILLORS

Nil

DECLARATIONS OF INTEREST

TABLING AND ACTION ON PETITIONS

"Provision of a playground and equipment – Hadspen"

This petition is only non-compliant due to the lack of a statement specifying the number of signatories. It is largely compliant and has been tabled on this basis. The petition included 248 signatories.

Action

The requested action from the petition is that "we the undersigned petition the Meander Valley Council to provide a playground and equipment suitable for younger children, a basketball hoop and backboard for younger and older youth and bar-b-que and seating suitable for family groups to be located either in the area of the skate park or the park off Winifred-Jane Crescent."

Council officers will provide elected members with a proposed project to be considered in the 2020-21 capital works program budget deliberations, for the construction of a new playground and associated facilities at the Bull Run reserve. This project is subject to a Federal Government funding commitment.

PUBLIC QUESTION TIME

General Rules for Question Time:

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

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

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

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

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

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

will need to be submitted as a written copy to the Chairperson prior to the end of public question time.

The Chairperson may request a Councillor or Council officer to provide a response. A Councillor or Council officer who is asked a question without notice at a meeting may decline to answer the question.

All questions and answers must be kept as brief as possible. There will be no debate on any questions or answers.

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

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

Questions on notice and their responses will be minuted. Questions without notice raised during public question time and the responses to them will be minuted, with exception to those questions taken on notice for the next Council meeting.

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

Notes

- Council officers may be called upon to provide assistance to those wishing to register a question, particularly those with a disability or from non-English speaking cultures, by typing their questions.
- The Chairperson may allocate a maximum time for each question, or maximum number of questions per visitor, depending on the complexity of the issue, and on how many questions are anticipated to be asked at the meeting. The Chairperson may also indicate when sufficient response to a question has been provided.
- Limited Privilege: Members of the public should be reminded that the protection of parliamentary privilege does not apply to Local Government, and any statements or discussion in the Council Chamber or any document, produced are subject to the laws of defamation.

PUBLIC QUESTION TIME

1. PUBLIC QUESTIONS TAKEN ON NOTICE – MARCH 2020

1.1 Helen Hutchinson, Western Creek

What is the status of Policies 79, 71 and 13 if Policy 91 is approved? Shouldn't these policies mention climate change as a factor in all these?

Response by John Jordan, General Manager

Council's Climate Change Mitigation and Adaptation policy applies to all Meander Valley Council operations, practices, services and community facilities;

including the management of natural areas. Responses and specific actions to mitigate and adapt to the effects of climate change will be progressed in line with this policy through normal planning and risk management systems. The status of existing approved policies does not change. Council will consider any implications of the new Climate Change policy in due course. This includes policies 79 (Undocumented Domestic Building Work), 71 (Investment of Surplus Funds) and 13 (Subdivision Servicing).

1.2 Heather Donaldson, Westbury

a) The second part of my question concerns the reason Department of Justice gave us as to why Ashley was not a suitable site. They quoted the UN Rights of the Child, Bejing Rules section 37c, that children should not be incarcerated in vicinity of an adult prison. (That rule actually spoke of children being IN an adult prison, or sharing a cell with an adult). Regardless, this was/is their reason for not considering a prison near Ashley.

If the Birralee Road site goes ahead, where are the rights of the children who live close to this prison? I know of at least 3 families who have children, or grandchildren who stay, who will be close to a prison - children who have done nothing wrong. Will Council speak out and support the rights of these Westbury children?

Response by John Jordan, General Manager

The proposal for a prison at Westbury is a Tasmanian Government matter. Council has yet to receive a formal planning application from the Tasmanian Government and will consider matters that are relevant considerations to any application at that time.

1.3 Crichton Hall, Prospect Vale (tabled and read on behalf of Mr Hall by Cr Nott)

This morning the 8.07 Metro bus off Bimbimbi into Jardine Crescent had to stop and reverse to allow a passenger vehicle down Jardine Crescent to proceed – this is not the first time.

This is not the first time Metro buses turning into Jardine Crescent have had to travel up to 200 metres on the wrong side of the road causing vehicles travelling down Jardine Crescent to come to a halt to allow the bus through.

The two vehicles parked on the eastern side of Jardine Crescent just around the corner of Bimbimbi are partly to blame as they force the buses or any other vehicles for that matter onto the wrong side of the road for almost 200 metres before they are able to correct their position.

Response by Dino De Paoli, Director Infrastructure Services

Council has recently undertaken additional line marking work in Jardine Crescent at the intersection of Bimbimbi Avenue to clearly delineate the areas of restricted parking and no parking zones. This line marking should improve safety by providing sufficient space for buses to give way to oncoming traffic in Jardine, before passing any parked cars and moving to the western side of the road.

2. PUBLIC QUESTIONS WITH NOTICE – APRIL 2020

2.1 Helen Hutchinson, Western Creek

The necessity for action which would quickly bring down emissions brings me to ask whether the Council will be following this Policy (91) as soon as possible by a clear plan of action for specific measures which would reduce greenhouse emissions – carbon dioxide, nitrous oxide and methane – in the Meander Valley?

Response by John Jordan, General Manager

The need for a specific action plan remains under consideration. Council will look to the Australian and Tasmanian Governments for overall direction and coordination around any mitigation action on climate change; including the reduction of greenhouse gas emissions. Council's initial focus will be on the assessment of any localised risks such as those presented by more frequent extreme weather, flood and fire events. Other responses will be expressed through existing policy relating to such items as Council's choice of vehicle fleet, the renewal and designed performance of build assets in respect of energy and water efficiency, and more.

2.2 Ann-Margaret Cann

a) Is there any intention by Meander Valley Council to have regular checks made in regard to the RV rest stop area behind/near the tennis courts/racecourse area in Deloraine to ensure regulations signposted are being adhered to by users.

Response by Lynette While, Director Community & Development Services Council periodically monitors compliance at the RV Rest Stop at Deloraine and responds to any information from the public.

b) If the area just past the Apex Caravan Park and towards the swimming pool near the Meander River at Deloraine is Meander Valley Council property and the caravan park has permission to use this area as overflow parking

when the caravan park is full, why is this area being utilised when the caravan park is not full and all year round as seemingly free camping for some.

Is there any intention by the Meander Valley Council to monitor free camping in this area?

Response by Lynette While, Director Community & Development Services
This area is signed as overflow and generally self regulates. It is occasionally
checked for camping. On the occasion a complaint is received it is actioned
quickly. This area is managed in conjunction with Apex Club Caravan Park
management.

2.3 Meander Residents and Ratepayers Association Inc (MARRA)

a) The minutes of January 2020 Council meeting included Meander Falls Road Feasibility Study for discussion at the Council workshop 17th December 2019. Could council please explain what the content of the discussion was considering the level of concern raised previously by many parties in 2018 including MARRA?

Response by John Jordan, General Manager

The workshop discussed correspondence from Premier Will Hodgman dated 7 November 2019. The correspondence advised that the Parks and Wildlife Service had no objection to a Feasibility Study for the Meander Falls Road. The State further advised that they had invested significantly in the area since 2013 and were not in a position to make a funding contribution.

b) If continuing forward with this proposal will the Council be transparent and include relevant stakeholders in any discussion or has there been any consultation with any other parties?

Response by John Jordan, General Manager

Council has yet to determine a final position on Meander Falls Road which remains a State Government road. Any such decision will be progressed via a feasibility study and appropriate consultation.

3. PUBLIC QUESTIONS WITHOUT NOTICE – APRIL 2020

Nil due to COVID-19 Provisions

COUNCILLOR QUESTION TIME

1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – MARCH 2020

1.1 Cr Frank Nott

As a consequence of the most recent incident on 6 March at this corner, Bimbimbi Avenue and Jardine Crescent.

Director Dino is aware of the situation and I thank him for the information he has provided from Department of State Growth.

On Mr Hall's behalf and other residents I seek some urgency in dealing with the issues of safety surrounding this location.

Response by Dino De Paoli, Director Infrastructure Services

Council has recently undertaken additional line marking work in Jardine Crescent at the intersection of Bimbimbi Avenue to clearly delineate the areas of restricted parking and no parking zones. This line marking should improve safety by providing sufficient space for buses to give way to oncoming traffic in Jardine, before passing any parked cars and moving to the western side of the road.

2.	COUNCILLOR C	DIFSTIONS	WITH NOTICE -	- APRII 2020
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Nil

3. COUNCILLOR QUESTIONS WITHOUT NOTICE – APRIL 2020

DEPUTATIONS BY MEMBERS OF THE PUBLIC

Nil

PLANNING AUTHORITY ITEMS

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

The following are applicable to all Planning Authority reports:

Strategic/Annual Plan Conformance

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

Policy Implications

Not applicable.

Legislation

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

Risk Management

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

Financial Consideration

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

Alternative Recommendations

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

Voting Requirements

Simple majority

PLANNING AUTHORITY 1

Reference No. 72/2020

138 RITCHIE STREET WESTBURY

Planning Application: PA\20\0159

Proposal: Subdivision (4 lots)

Author: Leanne Rabjohns

Town Planner

1) Introduction

Applicant	Cohen & Associates Pty Ltd				
Owner	C & N Mado	C & N Madge			
Property	138 Ritchie S	Street WESTBURY (CT:217330/62)			
Zoning	Low Density Residential Zone				
Discretions	12.4.3.1 General Suitability				
	12.4.3.2	Lot Area, Building Envelopes and			
	Frontage				
Existing Land Use	Residential				
Number of Representations	Five (5)				
Decision Due	22 April 2020				
Planning Scheme:	Meander Valley Interim Planning Scheme 2013				
	(the Planning Scheme)				

2) Recommendation

It is recommended that the application for Use and Development for Subdivision (4 lots) on land located at 138 Ritchie Street WESTBURY (CT:217330/62), by Cohen & Associates Pty Ltd, be APPROVED, generally in accordance with the endorsed plans:

- a) Cohen & Associates P/L Plan of Subdivision Ref: 61-86 (7941);
- b) Hydrodynamica Onsite Wastewater Assessment Dated: 31 January 2020;
- c) Rebecca Green & Associates Bushfire Hazard Assessment report & Bushfire Hazard Management Plan Dated: 26 January 2020;
- d) Andrew Howell Traffic Comment Dated: March 2019;

and subject to the following conditions:

- 1. Covenants or similar restrictive controls must not be included on or otherwise imposed on the titles to the lots created by the subdivision, permitted by this permit unless:
 - a) Such covenants or controls are expressly authorised by the terms of this permit; or
 - b) Such covenants or similar controls are expressly authorised by the consent in writing of Council.
 - c) Such covenants or similar controls are submitted for and receive written approval by Council prior to submission of a Plan of Survey and associated title documentation is submitted to Council for sealing.
- 2. Clearance of vegetation on the fence line, to the south of Lot 4's crossover, must be completed, in accordance with the endorsed Traffic Comment, to the satisfaction of Council's Director Infrastructure Services.
- 3. The undocumented bore on Lot 3 must be decommissioned, to the satisfaction of Council's Environmental Health Officer.
- 4. All lots must be at least 5000m² in area.
- 5. The vehicular crossover servicing proposed Lots 1, 2 and 4 must be constructed and sealed in accordance with LGAT standard drawing TSD-R03-V1 and TSD-R04-V1 and to the satisfaction of Council's Director Infrastructure Services (see Note 1).
- 6. Prior to the sealing of the final plan of survey, the following must be completed to the satisfaction of Council:
 - a) The developer must pay Council \$5,700.00, a sum equivalent to 5% of the unimproved value of the approved lots, as a Public Open Space Contribution.
 - b) Vegetation clearance must be completed, as per Condition 2.
 - c) The undocumented bore must be decommissioned, as per Condition 3.
 - d) The vehicular crossover servicing proposed Lots 1, 2 and 4 must be constructed and sealed, as per Condition 5.

Note:

- 1. Prior to the construction of the driveways, separate consent is required by the Road Authority. An Application for Works in Road Reservation form is enclosed. All enquiries should be directed to Council's Infrastructure Department on telephone 6393 5312.
- 2. Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Community and Development Services on (03) 6393 5320 or via email: mail@mvc.tas.gov.au.
- 3. This permit takes effect after:
 - a) The 14 day appeal period expires; or
 - b) Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined; or.
 - c) Any other required approvals under this or any other Act are granted.
- 4. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal. A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant. For more information see the Resource Management and Planning Appeal Tribunal website www.rmpat.tas.gov.au.
- 5. If an applicant is the only person with a right of appeal pursuant to section 61 of the *Land Use Planning and Approvals Act 1993* and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.
- 6. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted if a request is received.
- 7. In accordance with the legislation, all permits issued by the permit authority are public documents. Members of the public will be able to view this permit (which includes the endorsed documents) on request, at the Council Office.

- 8. If any Aboriginal relics are uncovered during works:
 - a) All works are to cease within a delineated area sufficient to protect the unearthed and other possible relics from destruction,
 - b) The presence of a relic is to be reported to Aboriginal Heritage Tasmania Phone: (03) 6233 6613 or 1300 135 513 (ask for Aboriginal Heritage Tasmania) Fax: (03) 6233 5555 Email: aboriginal@heritage.tas.gov.au; and
 - c) The relevant approval processes will apply with state and federal government agencies.

3) Background

The property at 138 Ritchie Street in Westbury contains a single dwelling and a number of outbuildings. The property is a corner lot, with frontages to Suburb Road and Ritchie Street.

The application proposed to create four (4) residential lifestyle lots (see Table 1 below). All lots are greater than 5000m². The subdivision is to be completed in 2 stages – Stage 1 being Lots 3, 4 and balance; Stage 2 being Lots 1 and 2.

Lot	Area (~m²)	Frontage (m)	Feature
1	5150	67 (Suburb Road)	Vacant
2	5180	6 (Suburb Road)	Vacant, internal lot, access strip is 78m long
3	5100	72 + 71 (corner lot with Suburb Road and Ritchie Street)	Dwelling and outbuildings
4	5080	71 (Ritchie Street)	Vacant

Table 1: features of the proposed subdivision

The proposed lot layout and details are shown in Figure 1 (below), while full plans and documentation are included in the attachments. There are no easements on the property.

All lots are capable of managing wastewater and stormwater via on-site systems. There is an undocumented bore within proposed Lot 3.

The application does not include any new roads and there are no hawthorn hedges on this property.

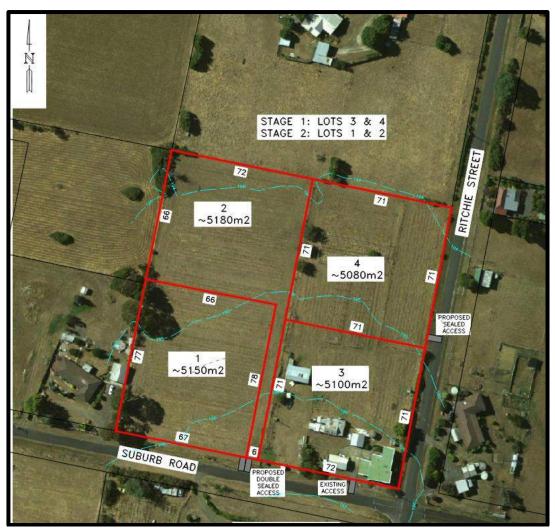


Figure 1: proposed subdivision layout (Cohen & Associates P/L, 2020)



Figure 2: view of dwelling on Lot 3 (left) and Ritchie Street looking north



Figure 3: view of dwelling on Lot 3 (right) and Suburb Road looking west



Figure 4: Lot 1 from Suburb Road



Figure 5: Lot 4 from Ritchie Street

Representations

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

Five (5) representations were received (attached documents). A summary of the representations is as follows:

Representation 1:

a) Moved to area for quiet, country appeal, now changing

COMMENT: The planning scheme provides for subdivision to be considered within the Low Density Residential Zone.

b) Against a 4 lot subdivision on my back boundary

COMMENT: The planning scheme provides for subdivision to be considered within the Low Density Residential Zone.

Representation 2:

a) ...Open spaces, houses on a minimum of five acre blocks to support a lifestyle to many which is slowly being taken away from this area...

COMMENT: The planning scheme provides for subdivision to be considered within the Low Density Residential Zone. The standards of the zone provide for space and privacy between dwellings and boundaries.

b) Overcrowded with limited privacy, increased traffic and noise, changes not fitting to this area, were never to be subdivided

COMMENT: The planning scheme provides for subdivision to be considered within the Low Density Residential Zone. All proposed lots are greater than 5000m², consistent with the minimum lot area for Westbury.

c) Would the access via a battleaxe driveway share a driveway with another? Not many others

COMMENT: The crossover for Lots 1 and 2 are a combined width. Double crossovers are not uncommon.

d) Privacy impacted upon, concerns about septic systems, issues with wastewater as ground saturated

COMMENT: All new dwellings require a wastewater report prepared by suitably qualified person as part of the plumbing approval process. The report is specific to that property and development. The application included a report stating that all lots could manage wastewater and stormwater onsite.

e) Possible noise, traffic and complaints to nearby Northern Adult Riding Club

COMMENT: The Northern Adult Riding Club meets once a month at Westbury, on the corner of Veterans Row and Suburb Road. There are a number of existing dwellings on adjoining land, in close proximity to this venue.

f) Other nearby subdivision has more traffic and noise, directly in view

COMMENT: The planning scheme provides for subdivision to be considered within the Low Density Residential Zone.

g) Causes anxiety, running out of large lots in Westbury

COMMENT: This is not a matter that can be addressed through the planning scheme.

Representation 3:

a) The area does not support the number of dwellings intended

COMMENT: The planning scheme provides for subdivision to be considered within the Low Density Residential Zone. All proposed lots are greater than 5000m², consistent with the minimum lot area for Westbury.

b) The area should comprise mainly of low density housing, to protect the locality's single dwelling character and landscape, ...these types of dwellings are often associated with rural residential areas where the housing density is very low...

COMMENT: The planning scheme provides for subdivision to be considered within the Low Density Residential Zone. The assessment below considers the zone purpose of the area.

c) Not in keeping with the character and landscape of the area

COMMENT: The planning scheme provides for subdivision to be considered within the Low Density Residential Zone. The assessment below considers the zone purpose of the area.

d) Area originally known as Queenstown/Pensioner's Bush has substantial Historic Military Importance and should be preserved, no other area or town like this

COMMENT: The property is not heritage listed. The Planning Scheme's Local Historic Heritage Code does not list any Heritage Precincts, local heritage places or places of identified archaeological significance.

e) Unique history and character of this area is slowly dying and will be forever lost in the next 12 months if steps aren't taken

COMMENT: The property is not heritage listed. The Planning Scheme's Local Historic Heritage Code does not list any Heritage Precincts, local heritage places or places of identified archaeological significance.

f) Dirt roads, potential change will alter shape or form, not in keeping with the character of the area

COMMENT: Fronting the property, Suburb Road and Ritchie Street are sealed.

g) Rules "conveniently broken", area turning into a "dormitory style housing complex"

COMMENT: The planning scheme provides for subdivision to be considered within the Low Density Residential Zone.

h) Flat ground, impact of neighbouring wastewater system if ground saturated

COMMENT: All new dwellings require a wastewater report prepared by suitably qualified person as part of the plumbing approval process. The report is specific to that property and development. The application included a report stating that all lots could manage wastewater and stormwater onsite.

 i) Adjoining land used for agricultural purposes, would there be restrictions due to noise, smells

COMMENT: The planning scheme provides for subdivision to be considered within the Low Density Residential Zone. The assessment below considers the zone purpose of the

area.

j) Neighbouring Northern Adult Riding Club potentially impacted by traffic, noise, lawnmowers

COMMENT: The Northern Adult Riding Club meets once a month at Westbury, on the corner of Veterans Row and Suburb Road. There are a number of existing dwellings on adjoining land, in close proximity to this venue.

k) More subdivision equals more traffic, when was Traffic Impact Assessment taken

COMMENT: The planning scheme provides for subdivision to be considered within the Low Density Residential Zone. The submitted Traffic Impact Assessment is dated March 2019.

l) Living on top of each other

COMMENT: The planning scheme provides for subdivision to be considered within the Low Density Residential Zone. The standards of the zone provide for space and privacy between dwellings and boundaries.

m) ...We choose to live in the country and shouldn't be forced to fight for peace and quiet

COMMENT: No comment.

Representation 4:

a) Previously could only be subdivided, if lot was added to another title, only have one dwelling

COMMENT: The planning scheme provides for subdivision to be considered within the Low Density Residential Zone.

b) Did not receive adjoining land owner letter

COMMENT: All adjoining land owners/occupiers received notification letters.

c) Change in rules to protect heritage and history of Westbury district

COMMENT: The property is not heritage listed. The Planning Scheme's Local Historic Heritage Code does not list any Heritage Precincts, local heritage places or places of identified archaeological significance.

Representation 5:

a) Impacts on environmentally, culturally, within a low density rural residential block and surrounding properties

COMMENT: The planning scheme provides for subdivision to be considered within the Low Density Residential Zone. Landscape, character, lot standards and wastewater management are addressed below.

General Comment:

A common theme of the representations is the potential change to the area. This includes that the subdivision would create additional traffic, noise and privacy issues, or perhaps impact on existing surrounding land use.

Previous subdivisions have occurred in this Low Density Residential Zone of Westbury. The matters raised in the representations are assessed against the standard within the planning scheme. The planning scheme stipulates the standards for a new lot.

Matters that are not addressed within the planning scheme, the *Land Use Planning and Approvals Act 1993* or the *Local Government (Building and Miscellaneous) Provisions Act 1993* cannot be considered through this process.

4) Consultation with State Government and other Authorities

Not applicable

5) Officers Comments

Use Class: Residential

Applicable Standards

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

Low Density Residential Zo	one	
Scheme Standard	Assessment	
12.3.1 Amenity		
Acceptable solution 1	Complies	
12.4.3.1 General Suitability		
Acceptable solution 1	Relies on Performance Criteria	
12.4.3.2 Lot Area, Bu	ilding Envelopes and Frontage	
Acceptable solution 1	Relies on Performance Criteria	
Acceptable solution 2	Complies	
Acceptable solution 3	Relies on Performance Criteria	
Acceptable solution 4	Relies on Performance Criteria	

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

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

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

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

Performance Criteria

Low Density Residential Zone

12.4.3.1 **General Suitability**

Objective

The division and consolidation of estates and interests in land is to create lots that are consistent with the purpose of the Low Density Residential Zone.

Performance Criteria

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

- a) slope, shape, orientation and topography of land;
- b) any established pattern of use and development;

- c) connection to the road network;
- d) availability of or likely requirements for utilities;
- e) any requirement to protect ecological, scientific, historic, cultural or aesthetic values; and
- f) potential exposure to natural hazards.

Response

The assessment considers the suitability of the proposed lots for future use and development. The arrangement must be consistent with the Zone Purpose (see Table 2 below).

12.1	Zone Purpose
12.1.1	Zone Purpose Statements
12.1.1.1	To provide for residential use or development on larger lots in residential areas where there are infrastructure or environmental constraints that limit development.
12.1.1.2	To provide for non-residential uses that are compatible with residential amenity.
12.1.1.3	To ensure that development respects the natural and conservation values of the land and is designed to mitigate any visual impacts of development on public views.
12.1.2	Local Area Objectives
	Westbury
	a) Westbury will be promoted as a key settlement for low density
	residential development based on the extent of the historic pattern of
	lots;
	b) Greater efficiency in land use in the provision of lower density lots
	can be gained through the rearrangement or subdivision of older titles located outside of the serviced core of the settlement.
	a) Future subdivision will be determined on the basis of capacity for on-site servicing, access and any potential for natural hazards.
12.1.3	Desired Future Character Statements
	Westbury a) The low density character of the peripheral areas of the settlement are a distinctive feature of Westbury, reinforced by a strong grid pattern of roads and prominent hedge rows that border existing lots. b) Future development is to maintain a density and pattern that keeps the distinction between the inner serviced core and the peripheral low density zone.

Table 2: Zone Purpose for Westbury

All lots are greater than 5000m². The minimum standard for the zone is 5000m². As such, the lot density is in keeping with the minimum standard for the zone.

These lots are considered large when compared to other residential zones. Within Westbury, the other zones that provide for residential use are the General Residential and Urban Mixed Use zones. Within the General Residential Zone the Acceptable Solution for area is 700m^2 and for the Urban Mixed Use Zone the Acceptable Solution for area of 800m^2 . As such, the lot sizes maintain that distinction between the inner serviced core and the peripheral low density zone. The layout is in keeping with a low density residential character.

With limited existing vegetation on the land, future development of the proposed lots would be visible from the road. However, the proposed layout, being square shaped lots, allows for maximum separation of future development on the lots. This layout will soften the appearance of future development from the road, and provide separation space between dwellings.

It is anticipated that the future use of the lots would be for residential. This use would be consistent with the surrounding land use.

The layout includes one internal lot. The minimum standard for lot frontage is 4m. As such, the scheme allows internal lots to be considered. Lot 2 is an internal lot with a 6m wide access strip. The remaining area is sufficiently large to accommodate a dwelling and outbuildings, while meeting side and rear boundary setbacks and with space for vehicle parking/manoeuvring and private open space.

Based on the above P1a) complies.

All lots are capable of managing wastewater and stormwater via onsite systems. The lots are not limited by infrastructure constraints, and as such P1d) complies.

The land is not mapped as having karst features. The proposed subdivision will not alter the existing natural and conservation values of the land. Based on the above P1f) comply.

The existing dwelling and outbuildings are located to the south-east corner of the property. The remainder of the land is vacant. The proposed subdivision provides greater efficiency of this vacant land.

The property is not heritage listed. In addition, the property is not mapped as being within the landslip & karst management areas or at salinity risk. There are no watercourses on the property. There are some trees/shrubs near the dwelling and along the internal and external fence lines of the property. The vegetation is not mapped as being priority habitat. Based on the above P1e) complies.

The proposed subdivision layout does not include any new roads. As such, the distinctive grid pattern of roads of Westbury's periphery area is maintained. The land does not contain any hawthorn hedges. Based on the above P1b) complies.

Each lot has frontage to a road, with proposed crossovers shown on the Plan of Subdivision. A Traffic Comment was submitted as part of the application. The document concluded that some vegetation removal would be required to improve the sight distance for Lot 4. To address this issue, it is recommended that the following Condition be placed on the permit:

Prior to the sealing of the Final Plan of Subdivision the following must be completed to the satisfaction of Council's Infrastructure Director:

• Clearance of vegetation on the fence line, to the south of Lot 4's crossover, must be completed, in accordance with the endorsed Traffic Comment, to the satisfaction of Council's Director Infrastructure Services.

Based on the above P1c) complies.

In summary, the proposal supports low density residential development, outside of the serviced core of Westbury. The layout is an efficient use of the land, there are no hawthorn hedges and no new roads are proposed. In conclusion, the proposal is considered consistent with the Zone Purpose, Objective and Performance Criteria.

12.4.3.2 Lot Area, Building Envelopes and Frontage

Objective

To ensure:

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

Performance Criteria

Р1

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

- a) a dwelling to be erected in a convenient and hazard free location; and
- b) on-site parking and manoeuvrability; and
- c) adequate private open space; and
- d) reasonable vehicular access from the carriageway of the road to a building area on the lot, if any; and
- e) development that would not adversely affect the amenity of, or be out of character with, surrounding development and the streetscape; and

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

Response

The proposal is to create four (4) lots, all over 5000m². It is noted that the areas shown on the Plan of Subdivision are only approximately. To ensure that all lots shown on the final Plan of Subdivision are at least 5000m², it is recommended that the following Condition be placed on the permit:

• All lots must be at least 5000m² in area.

Except for Lot 2, all lots have dimensions that allow a dwelling to be constructed that would meet all setback standards. The front setback standard for infill lots is to be within the range of existing dwellings on adjoining lots. Being an internal lot, this standard would potentially not be able to be met. However, the size of Lot 2 provides an adequate area for a dwelling to be constructed while maintaining separation standards. Onsite waste water systems would cover approximately 10% of each lot, leaving ample space for future development. Based on the above P1a) and c) complies.

An internal lot makes efficient use of the land, while maintaining access via an access strip. It is noted that 59 Veterans Row is an internal lot (see Figure 6 below).

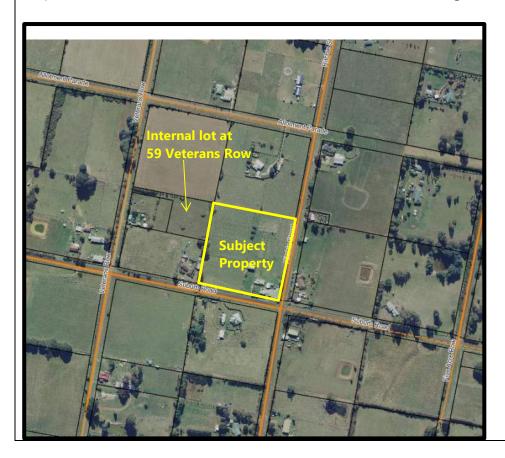


Figure 6: aerial view of subject property and surrounding land

Surrounding development is characterised by land with single dwellings and associated outbuildings; while some land is vacant. Some development is located in close proximity to a road; others are setback a distance from a road. Some development is highly visible from the road; others are screened by vegetation. The character of the area is not defined by a single feature.

The density of the lots is in keeping with the Acceptable Standards. It is common for dwellings to establish some form of garden around/near the house. In this instance, as other dwellings in the area are highly visible, it is not recommended that vegetation is retained or for additional plantings. Based on the above P1e) complies.

All lots are sufficiently large to provide for onsite car parking/manoeuvrability and private open space, and as such P1b) complies.

All lots have access to a Council maintained road, and as such P1d) complies.

All adjoining land has dwellings that comply with the standard setback for the zone. The outbuilding on 76 Suburb Road is constructed in close proximity to the subject land, and there are windows facing the subject land. However the outbuilding would act as a buffer for that dwelling, from any potential impact from Lot 1. Based on the above, P1c) complies.

The land is not located at Hadspen, Pumicestone Ridge or Travellers Rest, and as such P1f) complies.

In summary, considering the setback of neighbouring dwellings and the proposed lot size, the proposed subdivision will not affect the amenity of the area. Though three (3) new dwellings will alter the visual status quo of the area, given the high visibility of other dwellings in the area, no additional/retention of vegetation is considered warranted. As such, the proposal is considered consistent with the Objective and Performance Criteria.

Performance Criteria

Р3

Lots that are not provided with reticulated water and sewerage services must be: a) in a locality for which reticulated services are not available or capable of being connected; and

b) capable of accommodating an on-site wastewater management system.

Response

The property is not serviced by reticulated water and sewerage services, and as such, P3a) complies.

The application included an Onsite Wastewater Assessment prepared by Hydrodynamica. The report states that each lot has sufficient area to accommodate an onsite wastewater system on site, and as such P3b) complies.

The area available for wastewater management on Lot 1 is restricted by the undocumented bore within proposed Lot 3. Wastewater systems need to be at least 50m from a bore. As this bore is undocumented, potential future purchasers and waste water designers may not be aware of this bore. To address this issue, it is recommended that the following Condition be placed on the permit:

Prior to the sealing of the Final Plan of Subdivision the following must be completed to the satisfaction of Council:

 The undocumented bore on Lot 3 must be decommissioned, to the satisfaction of Council's Environmental Health Officer.

As such, the proposal is considered consistent with the Objective and Performance Criteria.

Performance Criteria

P4

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

Response

The land is not serviced by a stormwater system. It is assumed that all roof stormwater would be collected in rain water tanks for domestic use. The Onsite Wastewater Assessment by Hydrodynamic states that all lots can manage stormwater onsite.

As such, the proposal is considered consistent with the Objective and Performance Criteria.

Conclusion

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

DECISION:

APPLICATION FORM

PLANNING

Land Use Planning and Approvals Act 1993



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

						OFFICE U	SE ONLY	
Property No:		Asses	sment No:					
DA\	P/	4\						
	ion the result of an		vork?	X No	Indi	icate by √ box	<	
PROPERTY DE	TAILS:							
Address:	138 Ritchie Stree	t		Certificat	te of Title:	217330		
Suburb:	Westbury		7303		Lot No:	62		
Land area:	2.051 ha			m²/ha				
Present use of land/building:	Residence				(vacant,	residential, ial or forestry)	rural,	industrial,
Does the application	on involve Crown La	nd or Private acc	ess via a Crown <i>i</i>	Access Licen	ice:	Yes	X No	
Heritage Listed Pro	perty:	X No						
DETAILS OF U	SE OR DEVELOR	PMENT:						
Indicate by ✓ box	Buildi	ng work	Change of u	ise	X Subdi	vision		
	Forest	ry	Demolition					
	Other							
Total cost of deve (inclusive of GST):	lopment \$0		Includes total cost	of building wo	ork, landscap	ing, road work	cs and infras	structure
Description of work:	aged 4 lot subdivis	ion						
Use of building:	Dwelling			use of propos ry, office, shop		– dwelling, ga	ırage, farm	building,
New floor area:		m ² New b	uilding height: $ig[$		m			
Materials:	External walls:			Colour:				
	Roof cladding:			Colour:				



RESULT OF SEARCH





SEARCH OF TORRENS TITLE

FOLIO 62
DATE OF ISSUE 22-Oct-2019

SEARCH DATE : 28-Jan-2020 SEARCH TIME : 04.53 PM

DESCRIPTION OF LAND

Town of WESTBURY Lot 62 on Plan 217330

Derivation: lot 62 (Section D.10) Gtd. to H.H. Hay

Prior CT 2635/57

SCHEDULE 1

M782352 TRANSFER to NICHOLAS ERIC MADGE and CASSANDRA LEA Registered 22-Oct-2019 at 12.01 PM

SCHEDULE 2

Reservations and conditions in the Crown Grant if any E196403 MORTGAGE to Australia and New Zealand Banking Group Limited Registered 22-Oct-2019 at 12.02 PM

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations



NO LONGER SUBSISTING

ARE

TITLES

OF

RECORDER

 Ξ

of this plan consists of all the comprised in the above-mentioned elled folio of the Register.

Lot Compi land compi cancelled f

FOLIO PLAN

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



ORIGINAL - NOT TO BE REMOVED FROM TITLES OFFICE

R.P. 1469 TASMANIA

REAL PROPERTY ACT, 1862, as amended

INTERFF FOR OFFICE : TO REPLACE



CERTIFICATE OF TITLE

Register Book Vol. Fol.

2635

Cert. of Title. Vol. 609. Fol. 50.

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



Recorder of Titles.



DESCRIPTION OF LAND

TOWN OF WESTBURY FIVE ACRES on the Plan hereon

FIRST SCHEDULE (continued overleather)

ERNEST WILLIAM HOLLAND of Westbury, Confectioner. ACTIVE ACTIVITIES OF INT

SECOND SCHEDULE (continued overleaf)
The DISCHARGED A496423(16.9.1975)
Savings. NO. 92242 MORTGAGE to The Launceston Bank for Savings.
Produced 23rd January, 1951 at 9.00a.m.
(Sgd.) A. IMLACH (L.S.) Recorder of Titles

NO. Al26681 MORTGAGE to The Launceston Bank for Savings.
Produced 26th May, 1960 at 3.50p.m.
(Sgd.) A. IMLACH (L.S.) DISCHARGED A496423(16.9.1975) Recorder of Titles

CANCELL Recorder of Titles. -14 -9 JAN 1995 Lece RELAWER OF ITTLES NEW TITLE ISSUED 707% 62 61 2070 ACRES T. Leary

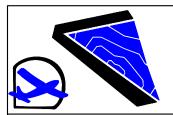
7076

REGISTERED NUMBER

SUBURB

RD

Lot 62 Sec. D.10. - Gtd. to H.H. Hay - Meas. in Links. FIRST Edition. Registered 23 APR 1970 Derived from C.T. Vol. 609. Fol. 50. Transfer 131921 H.S. Muir. Application A244838



COHEN & ASSOCIATES P/L LAND & AERIAL SURVEYORS

ABN 70 689 298 535 103 CAMERON STREET

PO BOX 990 LAUNCESTON 7250 TAS TELEPHONE : 03 6331 4633

www.surveyingtas.com.au EMAIL: admin@surveyingtas.com.au

PLAN OF SUBDIVISION

SHEET 1 OF 1

REF:

61-86 (7941)

MEANDER VALLEY COUNCIL Municipality:

Site Address: 138 RITCHIE STREET, WESTBURY

Tasmap Sheet:

Grid Reference:

N. MADGE Owners:

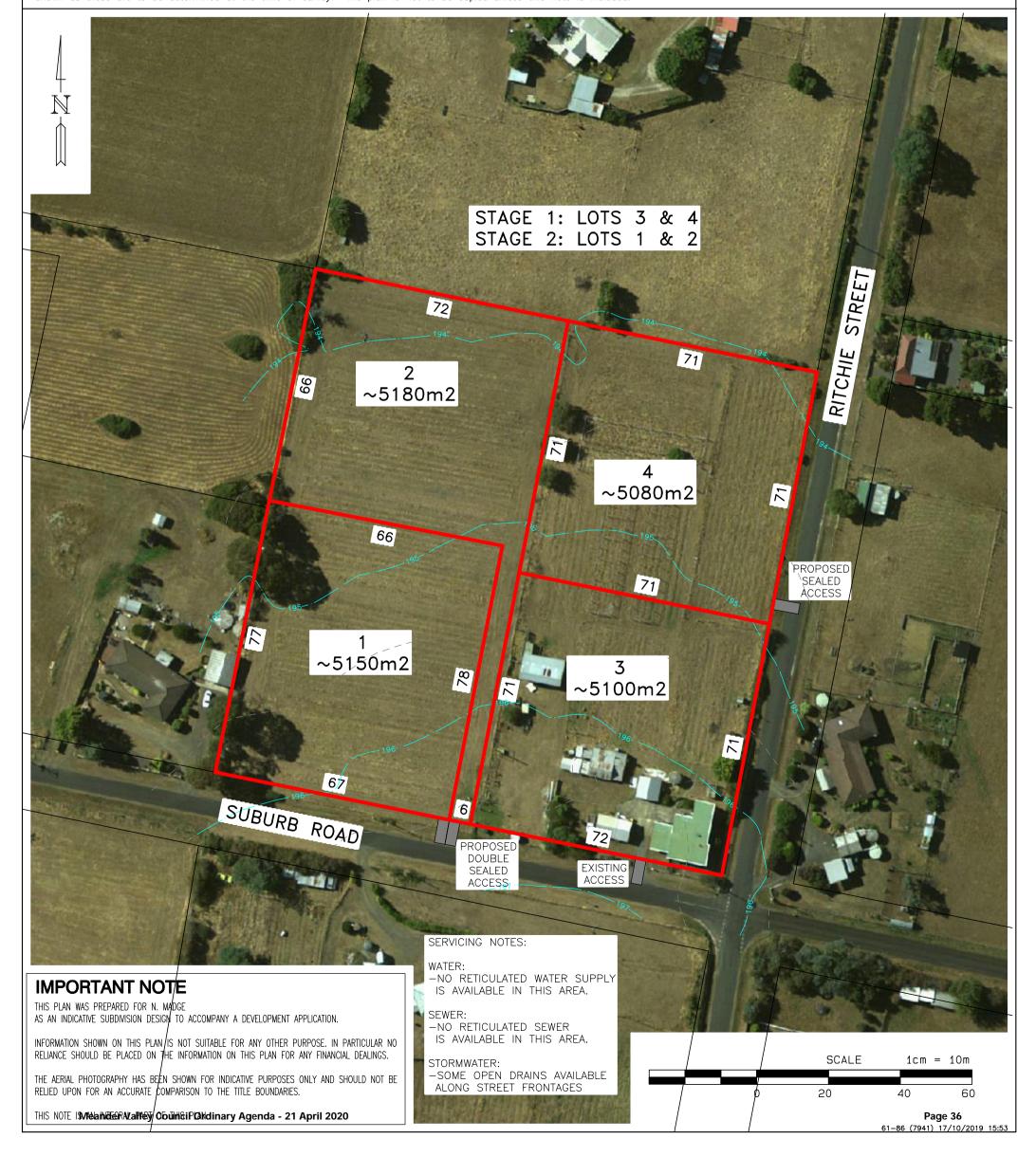
217330-62 Title Refs:

11-09-19 Dates: Version A:

Version B: Version C:

1 : 1000 @ A3 Scale:

DISCLAIMER: This is a preliminary plan prepared without field survey and forms part of an application to subdivide the land described and is not to be used for any other purpose. Contours and levels may be transcribed from other sources and their accuracy has not been verified. These should not be used. The dimensions, area, location of improvements and number of lots are approximate and may vary as a result of decisions by the Municipality, Land Use Planning Review Panel, engineering or other advice. Easements may not be shown as these are to be determined at the time of survey. The plan is not to be copied unless this note is included.





Office: (03) 6331 4633 admin@surveyingtas.com.au www.surveyingtas.com.au

Our ref: 61-86 (7941)

General Manager Meander Valley Council PO Box 102 WESTBURY TAS. 7303

29 January 2020

Dear Sir/madam,

RE: Planning Application, 4 Lot Subdivision, 138 Ritchie Street, Westbury

This letter is prepared in support of a proposal for a Subdivision at land identified in CT 217330-62. Three additional lots are applied for.

The Recreation and Open Space Code is applicable to the proposal as it is located within Low Density Residential Zone. We seek to have the requirement for the provision of public open space waived and instead there be a cash payment in lieu in this particular instance.

Please could you provide written consent to the Planning Department of the Meander Valley Council to ensure that the development application proceeds in a timely manner.

Yours faithfully, COHEN & ASSOCIATES PTY. LTD.

ADRIAN FAIRFIELD.

Encs.

29 January 2020

Our ref: 61-86 (7941)

Planning Department Meander Valley Council PO Box 102 WESTBURY TAS 7303

Dear Sir/madam,

RE: Development Application - Four lot Staged Subdivision 138 Ritchie Street, Westbury

This letter is prepared in support of a proposal for Cohen and Associates P/L on behalf of N E & C L Madge for a staged 4 Lot Subdivision at land identified in CT 217330-62.

The proposal is aimed to create Lot 1 ~5150m²", Lot 2 ~5180m², Lot 3 (containing existing dwelling and outbuildings) ~5100m² and Lot 4 ~5080m² as shown on the Plan of Subdivision. The result of the proposal are three additional lots.

The existing dwelling and access will be contained within Lot 3 (stage 1) with frontage onto Suburb Road. A new sealed access is proposed for Lots 1 & 2 off Subudrb Road and Lot 4 off Ritchie Street as shown on the plan of subdivision.

The subject land is zoned Low Density Residential within the Meander Valley Interim Planning Scheme 2013 (the Scheme). No overlays affect the subject land.

12.4 Development Standards

12.4.3 Subdivision

12.4.3.1 General Suitability

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	101	I A Y as a L V / A
	L T	ective

consistent with the purpose of the Low Density Residential Zone.			
Acceptable Solutions	Performance Criteria		
A1 No Acceptable Solution.	P1 Each new lot on a plan must be suitable		
	for use and development in an arrangement		
	that is consistent with the Zone Purpose,		
	having regard to the combination of:		
	a) Slope, shape, orientation and		
	topography of land;		
	b) Any established pattern of use and		
	development;		
	c) Connection to the road network;		
	d) Availability of or likely requirements		
	for utilities;		
	e) Any requirement to protect		
	ecological, scientific, historic, cultural		
	or aesthetic values; and		
	f) Potential exposure to natural		
	hazards.		

Proposal Response

A1 – The proposal relies upon assessment against the performance criteria.

P1 – The proposal complies with the performance criteria. The lot sizes proposed allow for a range of future dwelling types at low density residential scale. The lots are consistent in size and shape to the surrounding context and are provided with sufficient connectivity to the road network.

12.4.3.2 Lot Area, Building Envelopes and Frontage

Objective

To ensure:

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

A1 Each lot must:

a) Have a minimum area in accordance with Table 12.4.3.1 below; and

Westbury	,	5000m ²
VVCJCDGIV	'	3000111

- Be able to contain a 35 metres diameter circle with the centre of the circle not more than 35 metres from the frontage;
 and
- Have new boundaries aligned from buildings that satisfy the relevant acceptable solutions for setbacks; or
- d) Be required for public use by the Crown, an agency, or a corporation all the shares of which are held by Councils or a municipality; or
- e) Be for the provision of public utilities; or
- f) For the consolidation of a lot with another lot with no additional titles created; or
- g) To align existing titles with zone boundaries and no additional lots are created.

Performance Criteria

P1 Each lot for residential use must provide sufficient useable area and dimensions to allow for:

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

A2 Each lot must have a frontage of at least 4 P2 metres.

P2 No performance criteria.

A3 Each lot must be connected to a reticulated:

- a) Water supply; and
- b) Sewerage system.

P3 Lots that are not provided with reticulated water and sewerage services must be:

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

A4 Each lot must be connected to a reticulated stormwater system.

P4 Each lot must be capable of disposal of stormwater to a legal discharge point.

Proposal Response

- A1 Lot 3 containing the existing house and infrastructure complies with A1 a),b), c). Lots 1, & 4 comply with A1 a), b) & c).
- P1 Lot 2 relies upon the performance criteria as the 35 metres diameter circle is greater is greater than 35 metres from the frontage. The lot complies with P1a, b, c, d, e & f.
- A2 The proposal complies, each lot is provided with a frontage of at least 4 metres.
- A3 The proposal relies upon P3 a & b.
- P3 TasWater sewer and water infrastructure is not provided in the area, therefore onsite wastewater treatment will be required. Due to the large lot sizes and the high permeability of the soil, on site disposal of wastewater using absorption trenches is both practical and acceptable. Black and greywater from the existing dwelling is currently serviced by a septic tank, with adjacent soakage trenches. Refer to Hydrodynamica report.
- A4 The proposal relies upon assessment against the performance criteria.
- P4 Refer to Hyrodynamica report under separate cover.

E1.0 Bushfire Prone Areas Code

Please see attached under separate cover, an assessment and certification addressing the relevant Acceptable Solutions by Rebecca Green & Associates.

E4.0 Road and Railway Code

E4.6.1 Use of Road or Rail Infrastructure

Objective

To ensure that the safety and efficiency of road and rail infrastructure is not reduced by the <u>creation of new accesses</u> and junctions or increased use of existing accesses and junctions.

_					
Λcc	ants	ahla	Sal	lution	

Α1

Sensitive use on or within 50m of a category 1 or 2 road, in an area subject to a speed limit of more than 60km/h, a railway or future road or railway, must not result in an increase to the annual average daily traffic (AADT) movements to or from the site by more than 10%.

Performance Criteria

Sensitive use on or within 50m of a category 1 or 2 road, in an area subject to a speed limit of more than 60km/h, a railway or future road or railway must demonstrate that the safe and efficient operation of the infrastructure will not be detrimentally affected.

A2

For roads with a speed limit of 60km/h or less the use must not generate more than a total of 40 vehicle entry and exit movements per day.

P2

For roads with a speed limit of 60km/h or less, the level of use, number, location, layout and design of accesses and junctions must maintain an acceptable level of safety for all road users, including pedestrians and cyclists.

А3

For roads with a speed limit of more than 60km/h the use must not increase the annual average daily traffic (AADT) movements at the existing access or junction by more than 10%.

Р3

For limited access roads and roads with a speed limit of more than 60km/h:

- Access to a category 1 road or limited access road must only be via an existing access or junction or the use of development must provide a significant social and economic benefit to the State or region; and
- b) Any increase in use of an existing access

or junction or development of a new access or junction to a limited access road or a category 1, 2 or 3 road must be for a use that is dependent on the site for its unique resources, characteristics or locational attributes and an alternate site or access to a category 4 or 5 road is not practicable; and

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

Proposal Response

A1 – Not applicable.

A2 – The proposal complies with the acceptable solution for all lots. The proposal would generate no more than 40 traffic movements. It is likely that the future use is a single residence on each lot which would generate no more than 40 traffic movements per day.

A3 – Not applicable.

E4.7.1 Development on and Adjacent to Existing and Future Arterial Roads and Railways

Objective

To ensure that development on or adjacent to class 1 or 2 roads (outside 60km/h), railways and future roads and railways is managed to:

- a) Ensure the safe and efficient operation of roads and railways; and
- b) Allow for future road and rail widening, realignment and upgrading; and
- c) Avoid undesirable interaction between roads and railways and other use or development.

Acceptable Solution

Α1

The following must be at least 50m from a railway, a future road or railway, and a category 1 or 2 road in an area subject to a speed limit of more than 60km/h:

- a) New road works, buildings, additions and extensions, earthworks and landscaping works; and
- b) Building envelopes on new lots; and
- c) Outdoor sitting, entertainment and children's play areas.

Performance Criteria

Ρ1

Development including buildings, road works, earthworks, landscaping works and level crossings on or within 50m of a category 1 or 2 road, in an area subject to a speed limit of more than 60km/h, a railway or future road or railway must be sited, designed and landscaped to:

- a) Maintain or improve the safety and efficiency of the road or railway or future road or railway, including line of sight from trains; and
- b) Mitigate significant transport-related environmental impacts, including noise, air pollution and vibrations in accordance with a report from a suitably qualified person; and
- c) Ensure that additions or extensions of buildings will not reduce the existing setback to the road, railway or future road or railway; and
- d) Ensure that temporary buildings and works are removed at the applicant's expense within three years or as

otherwise agreed by the road or rail authority.

Proposal Response

Not applicable. Both roads are 60km/hr.

E4.7.2 Management of Road Accesses and Junctions

Objective

To ensure that the safety and efficiency of roads is not reduced by the creation of new accesses and junctions or increased use of existing accesses and junctions.

Acceptable Solution	Performance Criteria
Acceptable Solution	
A1	P1
For roads with a speed limit of 60km/h or less	For roads with a speed limit of 60km/h or less,
the development must include only one access	the number, location, layout and design of
providing both entry and exit, or two accesses	accesses and junctions must maintain an
providing separate entry and exit,	acceptable level of safety for all road users,
	including pedestrians and cyclists.
A2	P2
For roads with a speed limit of more than 60km/ h the development must not include a new	For limited access roads and roads with a speed limit of more than 60km/h:
access or junction.	a) Access to a category 1 road or limited access road must only be via an existing
	access or junction or the development
	must provide a significant social and
	economic benefit to the State or region;
	and
	b) Any increase in use of an existing access
	or junction or development of a new
	access or junction to a limited access
	road or a category 1,2 or 3 road must be
	dependent on the site for its unique
	resources, characteristics or locational
	attributes and an alternate site or access
	to a category 4 or 5 road is not
	practicable; and
	c) An access or junction which is increased
	in use or is a new access or junction must
	be designed and located to maintain an
	adequate level of safety and efficiency
	for all road users.

Proposal Response

A1 – The existing access is to be maintained to an adequate level of safety and efficiency for all road users and can be appropriately conditioned on an approval to ensure compliance is undertaken. A dual access \sim 6 metres wide is proposed for lots 1 & 2 from Suburb Road, with a new access to Lot 4 from Ritchie Street. Access points are shown on the Plan of Subdivision. A2 – Not applicable.

E4.7.3 Management of Rail Level Crossings – Not applicable.

E4.7.4 Sight Distances at Accesses, Junctions and Level Crossings

Objective

To ensure that use and development involving or adjacent to accesses, junctions and level

crossings allows sufficient sight distance	e between vehicles and between vehicles and trains to
enable safe movement of traffic.	

Acceptable Solution	Performance Criteria
A1 Sight distances at	P1
 a) An access or junction must comply with the Safe Intersection Sight Distance shown in Table E4.7.4; and 	The design, layout and location of an access, junction or rail level crossing must provide adequate sight distances to ensure the safe
 b) Rail level crossings must comply with AS1742.7 Manual of uniform traffic control devices – Railway crossings, Standards Association of Australia; or 	movement of vehicles.
c) If the access is a temporary access, the written consent of the relevant authority has been obtained.	

Proposal Response

A1 - The proposal complies. Access points would comply with the Safe Intersection Sight Distance shown in Table E4.7.4.

E10.0 Recreation and Open Space Code E10.6.1 Provision of Public Open Space

Objective

- a) To provide public open space which meets user requirements, including those with disabilities, for outdoor recreational and social activities and for landscaping which contributes to the identity, visual amenity and health of the community; and
- b) To ensure that the design of public open space delivers environments of a high quality and safety for a range of users, together with appropriate maintenance obligations for the short, medium and long term.

Performance Criteria
P1 Provision of public open space, must: a) Not pose a risk to health due to contamination; and b) Not unreasonably restrict public use of the land as a result of: i) services, easements or utilities; and ii) stormwater detention basins; and iii) drainage or wetland areas; and iv) vehicular access; and c) Be designed to: i) provide a range of recreational settings and accommodate adequate facilities to meet the needs of the community, including car parking; and ii) reasonably contribute to the pedestrian connectivity of the broader area; and iii) be cost effective to maintain; and iv) respond to the opportunities and

constraints presented by the physical characteristics of the land to provide practically useable open space; and v) provide for public safety through Crime Prevention Through Environmental Design Principles; and vi) provide for the reasonable amenity of adjoining land users in the design of facilities and associated works; and vii) have a clear relationship with adjoining land uses through treatment such as alignment, fencing and landscaping; and viii) create attractive environments and focal points that contribute to the existing or desired future character statements, if any.

Proposal Response

Attached to this submission, is a letter of request to the General Manager of Council seeking written consent that no land is required for public open space. It is deemed not appropriate to require any further public open space so a cash payment in lieu would seem appropriate.

In conclusion, the proposal is considered to be consistent with the Meander Valley Interim Planning Scheme 2013, and should therefore be considered for approval.

Yours faithfully, COHEN & ASSOCIATES PTY. LTD.

ROSEMARY JENSEN. ADMINISTRATION OFFICER

Encs.



ONSITE WASTEWATER ASSESSMENT 138 RITCHIE STREET, WESTBURY FOR Nick Madge 31 January 2020

HYDRODYNAMICA

44 PENQUITE ROAD LAUNCESTON TAS 7250
T 04312 08450 E cameron.oakley@h-dna.com.au

Project: 138 Ritchie Street, Westbury, Onsite Wastewater and Stormwater

Disposal Assessment

Authors: Cameron Oakley

B.Eng (Hons), B.Tech (Env.), MBA

DATE	NATURE OF	REVISION	PREPARED BY	AUTHORISED BY
	REVISION	NUMBER		
09/01/2020	Draft	0	Cameron Oakley	Cameron Oakley
31/01/2020	FINAL	1	Cameron Oakley	Cameron Oakley

This document has been prepared in accordance with the scope of services agreed upon between Hydrodynamica (H-DNA) and the Client. To the best of H-DNA's understanding, this document represents the Client's intentions at the time of printing of the document. In preparing this document H-DNA has relied upon data, surveys, analysis, designs, plans and other information provided by the client, and other individuals and organisations referenced herein. Except as otherwise stated in this document, H-DNA has not verified the accuracy or completeness of such data, surveys, analysis, designs, plans and other information.

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1. INTRODUCTION

Hydrodynamica was engaged to prepare an onsite wastewater and stormwater disposal assessment by Nick Madge for the proposed subdivision of 138 Ritchie Street Westbury. The existing property is zoned 'Low Density Residential' within the Meander Valley Interim Planning Scheme 2013.

The proposed subdivision is shown in Figure 1:

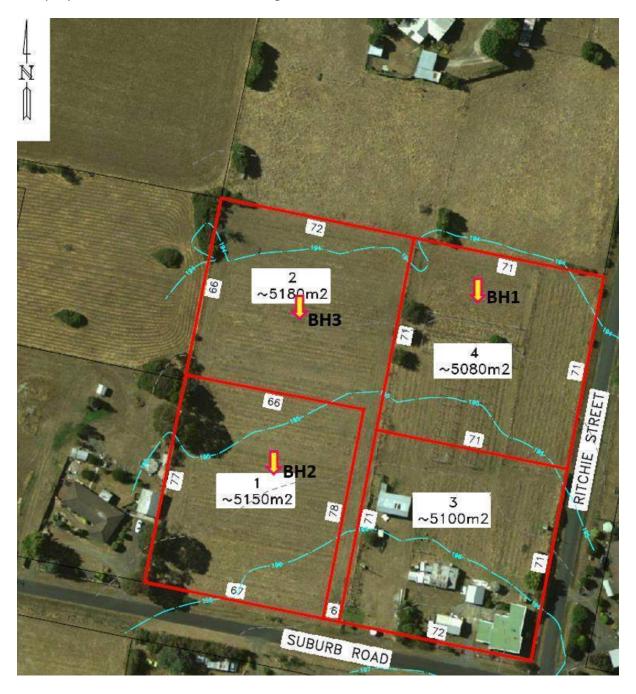


Figure 1. Proposed Subdivision (from Cohen & Associates version A, 11/09/2019) and soil borehole locations

The current property is approximately 2.05 hectares in size with frontages onto Ritchie Street and Suburb Road. The land falls at a 1-2% grade from south to north.

It is proposed that 5100 m^2 at the corner of Ritchie Street and Suburb Road will become lot 3 and will retain the existing dwelling and wastewater system. The remaining 1.54 ha will be subdivided into lot 1 (0.515 ha), lot 2 (0.518 ha) and lot 4 (0.508 ha) respectively.

This report demonstrates that lots 1, 2 and 4 are capable of accommodating on-site wastewater and stormwater disposal for typical residential dwellings and thus are suitable for subdivision from lot 3. It has been prepared for in accordance with the requirements of *AS/NZS 1547:2012 On-site Domestic Wastewater Management* and the findings from our soil investigations undertaken in December 2019.

2. PROJECT CRITERIA

The following criteria have been considered in our waste water assessment of the new Lots:

Municipality	Meander Valley
Survey Plan	As per Cohen and Associates Version A: 11/09/2019
Climate	Annual rainfall for the area is approx. 835 mm (Ref. BOM
	station no. 91103 (Westbury – Valley View)
Proposed Lot sizes	5150 m ² , 5180 m ² , 5100 m ² & 5080 m ²
Date of inspection	18 December 2019
Desktop study	9 January 2020
Water supply	Tank/bore
Land use	Low density residential – Meander Valley Interim
	Planning Scheme 2013
Land history	138 Ritchie Street –dwelling, sheds, greenhouses and
	irrigation associated with growing of flowers for sale
Power Supply	Mains
Method of testing	3 no. bore log excavations by auger. The excavations
	were completed to identify the distribution and variation
	in soil material

Table 1. Project Criteria

3. SITE EVALUATION

From our site and desktop investigations, the key findings were:

Site Gradient	The site has a gentle 1-2% slope that trends from the south to north. The adjacent block on the southern side
	of Suburb Road is at top of a small hill, with the
	descending crest running north along the boundary of
	proposed lots 3 and 4. Proposed lots 3 and 4 slope

	T		
	north-northeast while proposed lots 1 and 2 fall north- northwest.		
Exposure	The site has exposure to winds from all directions		
Slope Stability	The site is not rated as a landslide risk by Mineral		
	Resources Tasmania (MRT)		
Boulder/ rock outcrops	None		
Land Surface shape	Linear to waxing convergent—refer Figure C2 AS/NZS 1547:2012		
Soil Maps of Tasmania	Brickendon – soils developed on flat to gently undulating		
Classification	river terraces – chromosol – lateritic podzolic soil		
Karst Sensitivity	None		
Vegetation	Grass/pasture with a few trees		
Waterways	The nearest water body is 126m west of the eastern		
	boundary of lot 4.		
Fill	None evident		
Stormwater run-on and	The site is located along a ridge and will receive little		
upslope seepage	stormwater run-on and seepage from upslope to the		
	south		
Channelled (concentrated)	None. However, there is a shallow roadside drain on th		
runoff	western side of Ritchie Street near the eastern		
	boundaries of lots 3 & 4.		
Salinity Hazard	Low		
Ground Water Table Depth	Not encountered from boreholes to depths of 1200mm		
Water wells/ bores	The DPIPWE Groundwater Access Portal shows several		
	functioning and abandoned bores in the land		
	surrounding the site, refer to Figure 2. The nearest		
	functioning bore is 41095 which is approximately 46		
	metres west of the proposed western boundary of lot 1		
	at no.76 Suburb Road. Bore 18207 is approximately 47m		
	south and upslope of the southern boundary of proposed		
	lot 3 at no. 142 Ritchie Street. The operational status of		
	this bore is unknown.		
	The client has advised that an undocumented bore is		
	present within proposed lot 1, shown as the pink dot in		
	Figure 2.		
Available disposal areas	Due to the size of the proposed lots disposal areas are		
	not limited by landform, only boundaries and proximity		
	to groundwater bores.		

Table 2. Site Evaluation

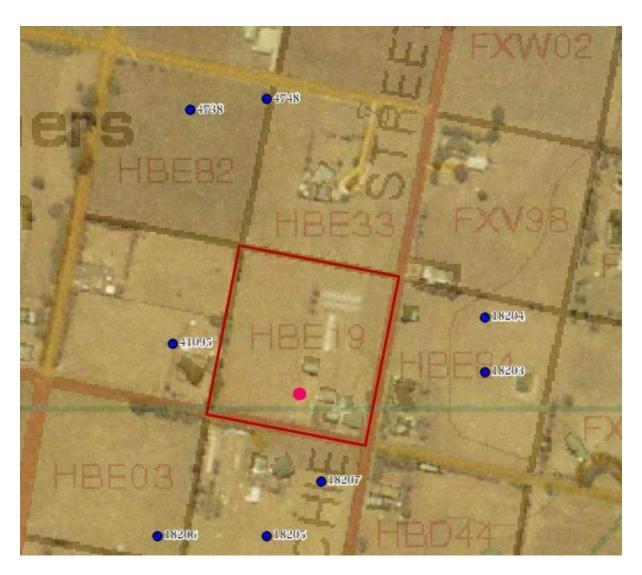


Figure 2. Proposed Subdivision (from Cohen & Associates version A, 11/09/2019) and borehole locations

4. SOIL ASSESSMENT & EVALUATION

The soil evaluation for this site was carried out in accordance with AS/NZS 1547:2012 with two bore logs. These are detailed in Tables 3, 4 and 5.

	Depth (mm)	Description	Soil Category
Tunical cail touture	0-300	Brown-orange sandy loam with many fine to medium gravel fragments	2
Typical soil texture and profile	300-500	Brown-orange sandy clay with many fine to medium gravel fragments	5
	500-1200	Brown-orange medium clay with few fine to coarse gravel fragments	6
	1200+	Hole terminated	N/A
Soil structure	Moderate -	refer Table 5.1 AS/NZS 1547:2012	
Adopted Soil Category	Category 6 - refer Table 5.1 AS/NZS 1547:2012		

Indicative Permeability (K _{sat})	<0.06 m/d - refer Table 5.1 AS/NZS 1547:2012
Permeameter	Not undertaken in this instance, visual inspection of the site was conducted in
Results	accordance with AS/NZS 1547:2012

Table 3. Soil evaluation summary (bore hole 1)

	Depth (mm)	Description	Soil Category
	0-250	Brown-orange sandy loam with many fine to medium gravel fragments	2
Typical soil texture	250-400	Brown-orange sandy clay loam with abundant fine to medium gravel fragments	4
and profile 400-75	400-750	Brown-orange medium clay with few fine to medium gravel fragments	6
	750-1200	Brown-orange medium clay with common fine to medium gravel fragments	6
	1200+	Hole terminated	N/A
Soil structure	Moderate -	refer Table 5.1 AS/NZS 1547:2012	
Adopted Soil Category	Category 6 - refer Table 5.1 AS/NZS 1547:2012		
Indicative Permeability (K _{sat})	<0.06 m/d - refer Table 5.1 AS/NZS 1547:2012		
Permeameter	Not undertaken in this instance, visual inspection of the site was conducted in		
Results	accordance with AS/NZS 1547:2012		

Table 4. Soil evaluation summary (bore hole 2)

	Depth (mm)	Description	Soil Category	
	0-350	Brown-orange sandy loam with many fine to medium gravel fragments	2	
Typical soil texture and profile	350-550	Brown-orange sandy clay loam with abundant fine to medium gravel fragments	4	
	550-1200	Brown-orange sandy clay loam with abundant fine to medium gravel fragments	6	
	1200+	Hole terminated	N/A	
Soil structure	Moderate -	Moderate - refer Table 5.1 AS/NZS 1547:2012		
Adopted Soil	Category 6 - refer Table 5.1 AS/NZS 1547:2012			
Category				
Indicative	<0.06 m/d	refer Table E 1 AS /NZS 1E47:2012		
Permeability (Ksat)	<0.06 m/d - refer Table 5.1 AS/NZS 1547:2012			
Permeameter	Not undertaken in this instance, visual inspection of the site was conducted in			
Results	accordance	accordance with AS/NZS 1547:2012		

Table 5. Soil evaluation summary (bore hole 3)

From Tables 3 to 5 it can be seen that the underlying soils are medium clays with low indicative permeabilities. During wetter months this increases the potential for an elevated water table and as such traditional trenches and ETS systems may not be appropriate for wastewater disposal.

To show the proposed lots can accommodate onsite disposal a drip irrigation system has been sized, which would be suitable for the application of secondary treated of effluent.

5. INDICATIVE DESIGN IRRIGATION RATES (DIR)

Table M1 of ASNZS1547:2012 provides the following recommended DIR values for mound disposal of primary treated effluent:

Soil category	Soil texture	Structure	Indicative Permeability (K _{sat})	DIR
5	Medium clay	Moderately structured	< 0.06 m/d	2 mm/d

Table 6. DLR for mound disposal

6. INDICATIVE WASTEWATER SYSTEM DESIGN & RECOMMENDATIONS

A typical 4-bedroom house with tank water supply will generate the following daily loading:

Assumed number of proposed bedrooms	4 bedrooms
Number of equivalent persons (AS/NZS 1547:2012 T. J1)	6-7 persons
Water source	Tank
Daily Loading (L/per person / per day) (AS/NZS 1547:2012 T. H1)	120 Litres/Day
Total Loading per day (L/D)	840 Litres/Day max.

Table 7. Daily loading

Indicative drip irrigation area requirements are as follows for a 4-bedroom dwelling on tank water:

Adopted Soil Category (AS/NZS 1547:2012 T. M1)	6
Indicative K _{sat} (AS/NZS 1547:2012 T. N1)	<0.06 m/d
Indicative DIR (mm/d) (AS/NZS 1547:2012 T. M1)	2 mm/d
Total Irrigation Area required (m²) (AS/NZS 1547:2012 L4.2 & T. M1)	420 m ²

Table 8. Drip irrigation disposal are requirements

A typical drip irrigation layout is shown in Figure 3.

Separation distances would be required as per the Director's Guidelines for On-site Waste Water Management 2016 are listed below:

- A1 (b) (i) No less than 3m from an upslope or level building;
- A1 (b) (iii) For secondary treated effluent no less than 2m plus 0.25m for every degree of average gradient from a downslope building;
- A2 (b) Be no less than 15m plus 2m for every degree of average gradient to downslope surface water;
- A3 (b) (i) Be no less than 1.5m from an upslope or level property boundary and (iii)
 1.5m plus 1m for every degree of average gradient from a downslope property boundary;

- P4 Horizontal setback from a bore/well between 15m and 50m reviewed on a caseby-case basis;
- A5 (b) vertical separation between groundwater and land application area must be no less than 0.6m for secondary treated effluent;
- A6 (b) vertical separation distance between a limiting layer and land application area must be no less than 0.5m for secondary treated effluent.

With these constraints a disposal area of 420m² could easily be accommodated on the over 5000 m² available in lots 1, 2 and 4. No reserve land application area is required for a secondary treated system.

The selection and design of the treatment system needs to be formalised when a dwelling is formally proposed, at which stage actual saturated soil permeability (K_{sat}) can be confirmed through additional field testing.

All works associated with the wastewater disposal any future dwellings should be carried out by an accredited and registered plumber in accordance with the relevant sections of AS1547:2012.

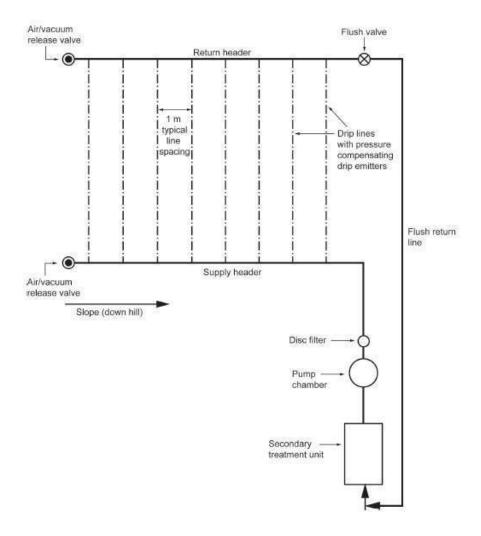


Figure 3. Drip irrigation typical layout (extract from AS1547:2012, p. 167)

7. STORMWATER SYSTEM DESIGN & RECOMMENDATIONS

It may be possible to achieve for proposed lot 4 to achieve a stormwater connection to the roadside drain on Ritchie Street. If not, onsite disposal would be necessary as it is necessary for lots 1 and 2.

Onsite disposal should be designed to cater for stormwater generated from two types of rainfall accumulation:

- a. A sudden event (e.g. 20-year ARI 5% AEP) and
- b. The highest average monthly rainfall.

BOM 2016 Intensity-Frequency-Duration data for Westbury gives a 5% AEP 72-hour duration rainfall depth of 123 mm.

In order to account for peak flows from all impervious surfaces (pavement and roofs) it has been assumed that the maximum contributing area is 1.5 times the average Australian house footprint $(1.5 \times 230 \text{ m}^2 = 345 \text{ m}^2)$.

A nominal volumetric runoff coefficient is 0.75 has also been assumed, which allows for ponding, paver absorption and storage.

The volume of runoff for this event is therefore calculated:

Volume (m³) =
$$345 * 0.75 * 0.123$$

= $31.8 \text{ m}^3 \text{ or } 10.6 \text{ m}^3/\text{day}$

Applying a loading rate of 60 mm/day (as per conservative indicative permeability rates in AS1547:2012 table L1) to the base of and walls of 3 no. conventional 10m \times 2.8m piped absorption beds as shown in Figure 4:

This arrangement gives a predicted outflow of:

$$Q_{floors} = 3*(2.8m*10m)*60mm/day = 5040 L/day$$

$$Q_{walls} = 3*2*(0.4m*10m+0.4m*2.8m)*60mm/day = 1843 L/day$$

Therefore, the total outflow is $6.9 \text{ m}^3/\text{day}$ or 20.7 m^3 over the course of the 72-hour event. This leaves $31.8 - 20.7 = 11.1 \text{ m}^3$ runoff volume undisposed of, which needs to be stored.

The bed design containing nominal 20mm blue metal aggregate backfill gives approximately 33% void space for stormwater storage. On this basis the gross bed void space is $3*0.4*2.8*10*0.33 = 11.1 \text{ m}^3$ and therefore the beds accommodate the required storage.

The highest average monthly rainfall total at BOM Westbury – Birralee Road (station no. 91236) weather station is in July with 92.6 mm. Average evapotranspiration (ET) in Tasmania during this month is 30 mm, which gives 62.6 mm net rainfall available for runoff during the month, equivalent to 2 mm/day.

Checking the capacity required for the 5% AEP event against that for the highest monthly rainfall less evapotranspiration (62.69 mm):

Volume =
$$345 \times 0.75 \times 0.0626$$

= 16.2 m^3

This volume of runoff is much less than the volume of runoff from the 5% AEP 72-hour rainfall event (31.8 m³) therefore the indicative bed solution remains valid.

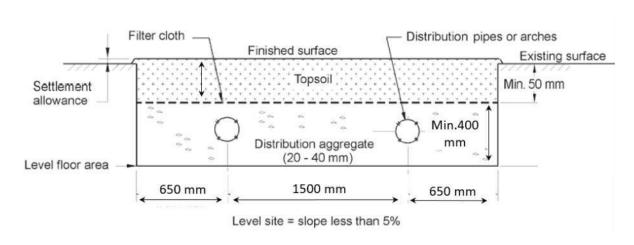


Figure 4. Stormwater Absorption Bed Detail

The total area required for such an arrangement is 104 m³, which allows for a 1m buffer area between beds.

8. SUMMARY

The proposed lots 1, 2 and 4 have sufficient area for drip irrigation disposal as well as on-site storm water disposal.

The conservative assessment undertaken in section 6 of this report determined a drip irrigation area of 420 m² is a conservative requirement for a 4-bedroom dwelling on each lot.

Stormwater runoff can be disposed of onsite within beds totalling 104 m² in area.

Therefore, the total area required for wastewater and stormwater disposal is 524m² which would occupy just over 10% of the area contained within the smallest lot.

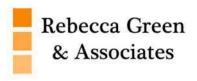
The detailed design and positioning of specific systems will need to be undertaken once the size and layout of any future development is proposed.



Bushfire Hazard Assessment Report & Bushfire Hazard Management Plan

138 Ritchie Street, Westbury





Prepared for (Client)

Cohen & Associates P/L

PO Box 990

LAUNCESTON TAS 7250

Assessed & Prepared by

Rebecca Green

Senior Planning Consultant & Accredited Bushfire Hazard Assessor

Rebecca Green & Associates

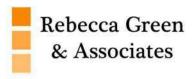
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Version 1

26 January 2020

Job No: RGA-B1360

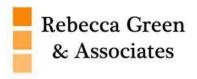


Executive Summary

The proposed development at 138 Ritchie Street, Westbury, is subject to bushfire threat. A bushfire attack under extreme fire weather conditions is likely to subject buildings at this site to considerable radiant heat, ember attack along with wind and smoke.

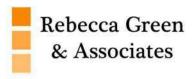
The site requires bushfire protection measures to protect the buildings and people that may be on site during a bushfire.

These measures include provision of hazard management areas in close proximity to the buildings, implementation of safe egress routes, establishment of a water supply and construction of buildings as described in AS 3959-2009 Construction of Buildings in Bushfire Prone Areas.



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Schedule 1 - Bushfire Report

1.0 Introduction

The Bushfire Attack Level (BAL) Report and Bushfire Hazard Management Plan (BHMP) has been prepared for submission with a Planning Permit Application under the *Land Use Planning and Approvals Act 1993; Bushfire-Prone Areas Code* and/or a Building Permit Application under the *Building Act 2016 & Regulations 2016*.

The Bushfire Attack Level (BAL) is established taking into account the type and density of vegetation within 100 metres of the proposed building site and the slope of the land; using the simplified method in AS 3959-2009 Construction of Buildings in Bushfire Prone Areas; and includes:

- The type and density of vegetation on the site,
- Relationship of that vegetation to the slope and topography of the land,
- Orientation and predominant fire risk,
- Other features attributing to bushfire risk.

On completion of assessment, a Bushfire Attack Level (BAL) is established which has a direct reference to the construction methods and techniques to be undertaken on the buildings and for the preparation of a Bushfire Hazard Management Plan (BHMP).

1.1 Scope

This report was commissioned to identify the Bushfire Attack Level for the existing property. ALL comment, advice and fire suppression measures are in relation to compliance with *Bushfire-Prone Areas Code* of the Meander Valley Interim Planning Scheme 2013, the Building Code of Australia and Australian Standards, *AS 3959-2009, Construction of buildings in bushfire-prone areas*.

1.2 Limitations

The inspection has been undertaken and report provided on the understanding that:-

- 1. The report only deals with the potential bushfire risk, all other statutory assessments are outside the scope of this report.
- 2. The report only identifies the size, volume and status of vegetation at the time the site inspection was undertaken and cannot be relied upon for any future development.
- 3. Impacts of future development and vegetation growth have not been considered.

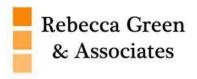
No action or reliance is to be placed on this report; other than for which it was commissioned.

1.3 Proposal

The proposal is for the development of a 4 Lot Subdivision.

Lot 1 will have an area of 5150m² and will be vacant. Lot 1 will have frontage to Suburb Road.

Lot 2 will have an area of 5180m² and will be vacant. Lot 2 will have frontage to Suburb Road.



Lot 3 will have an area of 5100m² and will contain all existing structures. Lot 3 will have frontage to Ritchie Street and Suburb Road.

Lot 4 will have an area of 5080m² and will be vacant. Lot 4 will have frontage to Ritchie Street.

2.0 Site Description for Proposal (Bushfire Context)

2.1 Locality Plan

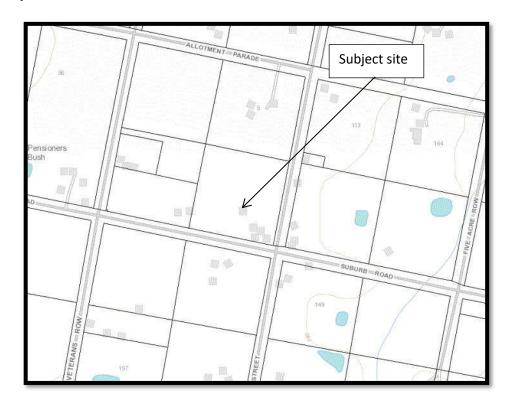
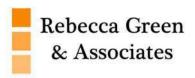


Figure 1: Location Plan of 138 Ritchie Street, Westbury

2.2 Site Details

Property Address 138 Ritchie Street, Westbury	
Certificate of Title Volume 217330 Folio 62	
Owner Nicholas Eric Madge and Cassandra Lea Madge	
Existing Use Residential/rural	
Type of Proposed Work 4 Lot Subdivision	
Water Supply	On-site for fire fighting
Road Access	Ritchie Street and Suburb Road

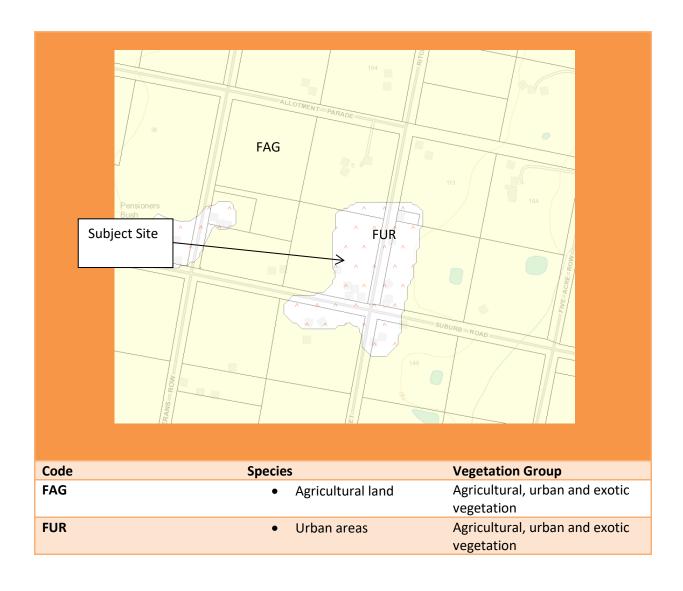


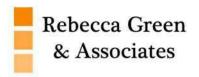
3.0 Bushfire Site Assessment

3.1 Vegetation Analysis

3.1.1 TasVeg Classification

Reference to Tasmanian Vegetation Monitoring & Mapping Program (TASVEG) indicates the land in and around the property is generally comprising of varying vegetation types including:

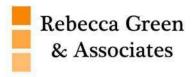




3.1.2 Site & Vegetation Photos







3.2 BAL Assessment – Subdivision

The Acceptable Solution in Clause 1.6.1 of Planning Directive No. 5.1 Bushfire-Prone Areas Code requires all lots within the proposed subdivision to demonstrate that each lot can achieve a Hazard Management Area between the bushfire vegetation and each building on the lot with distances equal to or greater than those specified in Table 2.4.4 of AS3959-2009 Construction of Buildings in Bushfire Prone Areas for **BAL 19**.

Lot 1, Lot 2, Lot 3 and Lot 4

Vegetation classification AS3959	North ⊠ North-East □	South ⊠ South-West □	East ⊠ South-East □	West ⊠ North-West □
Group A	☐ Forest	☐ Forest	☐ Forest	☐ Forest
Group B	☐ Woodland	☐ Woodland	☐ Woodland	☐ Woodland
Group C	☐ Shrub-land	☐ Shrub-land	☐ Shrub-land	☐ Shrub-land
Group D	☐ Scrub	☐ Scrub	☐ Scrub	☐ Scrub
Group E	☐ Mallee-Mulga	☐ Mallee-Mulga	☐ Mallee-Mulga	☐ Mallee-Mulga
Group F	☐ Rainforest	☐ Rainforest	☐ Rainforest	☐ Rainforest
Group G	□ Grassland	□ Grassland	□ Grassland	□ Grassland
	☐ Managed Land			
Effective	⊠ Up/0º	⊠ Up/0 ⁰	⊠ Up/0 ⁰	⊠ Up/0 ⁰
slope	□ >0-5 ⁰	□ >0-5 ⁰	□ >0-5 ⁰	□ >0-5 ⁰
(degrees)	□ >5-10 ⁰	□ >5-10 ⁰	□ >5-10 ⁰	□ >5-10 ⁰
	□ >10-15 ⁰	□ >10-15 ⁰	□ >10-15 ⁰	□ >10-15 ⁰
	□ >15-20 ⁰	□ >15-20 ⁰	□ >15-20 ⁰	□ >15-20 ⁰
Likely direction of bushfire attack				
Prevailing winds				\boxtimes
REQUIRED Distance to classified vegetation for BAL 19	10-<14m	10-<14m	10-<14m	10-<14m
REQUIRED Distance to classified vegetation for BAL 12.5	14-<50m	14-<50m	14-<50m	14-<50m



BAL - 12.5	The risk is considered to be LOW. There is a risk of ember attack. The construction elements are expected to be exposed to a heat flux not greater than 12.5 kW/m².
BAL - 19	The risk is considered to be MODERATE. There is a risk of ember attack and burning debris ignited by windborne embers and a likelihood of exposure to radiant heat. The construction elements are expected to be exposed to a heat flux not greater than 19 kW/m².

3.3 Outbuildings

Not applicable – existing.

3.4 Road Access

Roads are to be constructed to provide vehicle access to the site to assist firefighting and emergency personnel to defend the building or evacuate occupants; and provide access at all times to the water supply for firefighting purposes on the building site.

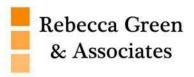
Private access roads are to be maintained from the entrance to the property cross over with the public road through to the buildings on the site.

Lot 3 - Existing	No increase in risk.
Lot 2 and Lot 2 and Lot 4 - New	Access via direct road frontage
	Private access driveways are to be constructed
	from the entrance of the property cross over at
	the public road through to the buildings and on-
	site dedicated fire fighting water supply (if
	applicable). Private access roads are to be
	maintained to a standard not less than specified
	in Table E2B.

Table E2: Standards for Property Access

The following design and construction requirements apply to property access length is 30 metres or greater or access for a fire appliance to a fire fighting point:

- (i) All weather construction;
- (ii) Load capacity of at least 20 tonnes, including for bridges and culverts;
- (iii) Minimum carriageway width of 4 metres;
- (iv) Minimum vertical clearance of 4 metres;
- (v) Minimum horizontal clearance of 0.5 metres from the edge of the carriageway;
- (vi) Cross falls of less than 3 degrees (1:20 or 5%);
- (vii) Dips less than 7 degrees (1:8 or 12.5%) entry and exit angle;
- (viii) Curves with a minimum inner radius of 10 metres;



- (ix) Maximum gradient of 15 degrees (1:3.5 or 28%) for sealed roads, and 10 degrees (1:5.5 or 18%) for unsealed roads; and
- (x) Terminate with a turning area for fire appliances provided by one of the following:
 - a) A turning circle with a minimum inner radius of 10 metres;
 - b) A property access encircling the building; or
 - c) A hammerhead "T" or "Y" turning head 4 metres wide and 8 metres long.

3.5 Water Supply

A building that is constructed in a designated bushfire prone area must provide access at all times to a sufficient supply of water for firefighting purposes on the building site.

The exterior elements of a Habitable building in a designated Bushfire prone area must be within reach of a 120m long hose (lay) connected to –

- (i) A fire hydrant with a minimum flow rate of 600L per minute and pressure of 200kpa; or
- (ii) A stored water supply in a water tank, swimming pool, dam or lake available for firefighting at all times which has the capacity of at least 10,000L for each separate building.

Lot 3 - Existing	No increase in risk.
Lots 1 and 2 and 4	On-site water supply is required for any new habitable building, no fire hydrant was sited during site inspection within 120m of the dwelling.
	A water tank of at least 10,000 litres per building area to be protected and above ground pipes and fittings used for a stored water supply must be of non-rusting, non-combustible, non-heat-deforming materials and must be situated more than 6m from a building area to be protected.

It should be recognised that although water supply as specified above may be in compliance with the requirements of the Building Code of Australia, the supply may not be adequate for all firefighting situations.

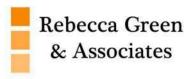
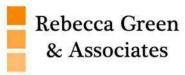


Table E5: Static Water Supply for Fire Fighting

Column 1		Column 2
Element		Requirement
A.	Distance between building area to be protected and water supply	The following requirements apply: (1) The building area to be protected must be located within 90 metres of the fire fighting water point of a static water supply; and (2) The distance must be measured as a hose lay, between the fire fighting water point and the furthest part of the building area.
В.	Static Water Supplies	 A static water supply: May have a remotely located offtake connected to the static water supply; May be a supply for combined use (fire fighting and other uses) but the specified minimum quantity of fire fighting water must be available at all times; Must be a minimum of 10,000 litres per building area to be protected. This volume of water must not be used for any other purpose including fire fighting sprinkler or spray systems; Must be metal, concrete or lagged by noncombustible materials if above ground; and If a tank can be located so it is shielded in all directions in compliance with Section 3.5 of AS 3959-2009 the tank may be constructed of any material provided that the lowest 400mm of the tank exterior is protected by: Metal; Non-combustible material; or Fibre-cement a minimum 6mm thickness.
C.	Fittings, pipework and accessories (including stands and tank supports)	Fittings and pipework associated with a fire fighting water point for a static water supply must: (1) Have a minimum nominal internal diameter of 50mm; (2) Be fitted with a valve with a minimum nominal diameter of 50mm; (3) Be metal or lagged by non-combustible materials if above ground; (4) if buried, have a minimum depth of 300mm; (5) Provide a DIN or NEN standard forged Storz 65mm coupling fitted with a suction washer for connection to fire fighting equipment; (6) Ensure the coupling is accessible and available for connection at all times; (7) Ensure the coupling is fitted with a blank cap and securing chain (minimum 220mm length); (8) Ensure underground tanks have either an opening at the top of not less than 250mm diameter or a coupling compliant with this Table; and (9) If a remote offtake is installed, ensure the offtake is



		in a position that is: (a) Visible;
		(b) Accessible to allow connection by fire fighting equipment;
		(c) At a working height of 450-600mm above ground level; and
		(d) Protected from possible damager, including damage from vehicles.
D.	Signage for static water connections	The fire fighting water point for a static water supply must be identified by a sign permanently fixed to the exterior of the assembly in a visible location. The sign must: (1) Comply with water tank signage requirements within AS 2304-2011 Water storage tanks for fire protection systems; or (2) be: (a) marked with the letter "W" contained within a circle with the letter in upper case of not less than 100mm in height; (b) in fade-resistant material with white reflective lettering and circle on a red background; (c) located within 1m of the fire fighting water point in a situation which will not impede access or operation; and (d) no less than 400mm above the ground.
E.	Hardstand	A hardstand area for fire appliances must be provided: (1) No more than 3m from the fire fighting water point, measured as a hose lay (including the minimum water level in dams, swimming pools and the like); (2) No closer than 6m from the building area to be protected; (3) a minimum width of 3m constructed to the same standard as the carriageway; and (4) Connected to the property access by a carriageway equivalent to the standard of the property access.

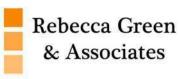
4.0 Bushfire-Prone Areas Code Assessment Criteria

Assessment has been completed below to demonstrate the BAL and BHMP have been developed in compliance with the Acceptable Solutions and/or the Performance Criteria as specified in the Bushfire-Prone Areas Code.

E1.4 – Exemptions – Not applicable.

E1.6.1 Subdivision

E1.6.1.1 Hazard Management Areas		
		Comments
⊠ A1	(a) & (b)	Specified distances for Hazard Management Areas for BAL 19 and BAL
		12.5 as specified on the plan are in accordance with AS3959-2009. The



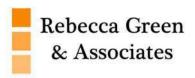
		proposal complies.
□ P1		
E1.6.2 Pt	ublic Access	
		Comments
⊠ A1	(a)	Lot 3 contains an existing dwelling. Adequate separation to boundaries is existing. There is insufficient increase in risk to the existing dwelling by the proposed subdivision.
⊠ A1	(b)	The private driveway to Lots 1 $\&$ 2 $\&$ 4 will be constructed in accordance with Table E2B.
□ P1		
⊠ A2		Not applicable.
□ P2	No PC	
E1.6.3 W	ater supply fo	or fire fighting purposes
		Comments
⊠ A1	(a)	No increase in risk to existing dwelling on Lot 3.
□ P1	No PC	
⊠ A2	(b)	Any new habitable building on Lot 1 and Lot 2 and Lot 4 is to be supplied with a stored water supply in a water supply tank at least 10,000 litres per building area to be protected, with a fitting suitable for TFS access in accordance with Table E5.
□ A2	(c)	Not applicable.
□ P2	No PC	

5.0 Layout Options

Not relevant to this proposal.

6.0 Other Planning Provisions

Not relevant to this proposal.



7.0 Conclusions and Recommendations

Mitigation from bushfire is dependent on the careful management of the site by maintaining reduced fuel loads within the hazard management areas and within the site generally and to provide sources of water supply dedicated for firefighting purposes and the construction and maintenance of a safe egress route.

The site has been assessed as demonstrating a building area that have the dimensions equal to or greater than the separation distance required for BAL 19 and BAL 12.5 in Table 2.4.4 of AS 3959 – 2009 Construction of Buildings in Bushfire Prone Areas.

<u>Access</u>

Lot 3 – No requirement.

Lot 1 and Lot 2 and Lot 4 - The driveway is to be constructed of all-weather construction, with a minimum width of access of 4 metres for any <u>future</u> habitable building.

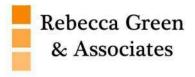
Water Supplies

Lot 3 – No requirement.

Lot 1 and Lot 2 and Lot 4 - On-site water storage – 10,000 litre dedicated fire fighting water supply, water tank, swimming pool, dam or the like is to be provided to any <u>future</u> habitable building.

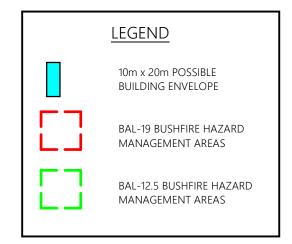
Fuel Managed Areas

Hazard Management Areas as detailed within the plan shall be constructed and maintained as detailed in Schedule 2.



Schedule 2 – Bushfire Hazard Management Plan





NOTES

- * PROPERTY ACCESS & ROAD REQUIREMENTS REFER TO SECTION 3.4 OF BUSHFIRE HAZARD ASSESSMENT REPORT
- * FIREFIGHTING WATER SUPPLY REFER TO SECTION 3.5 OF BUSHFIRE HAZARD ASSESSMENT REPORT
- * HAZARD MANAGEMENT AREA TO BE
 MAINTAINED IN A MINIMUM FUEL CONDITION
 REFER TO SECTION 3.2 OF BUSHFIRE HAZARD
 ASSESSMENT REPORT

- * THIS BHMP MUST BE READ IN CONJUNCTION WITH BUSHFIRE HAZARD ASSESSMENT REPORT REF: RGA-B1360, R. GREEN, 26 JANUARY 2020
- * THIS BHMP HAS BEEN PREPARED TO SATISFY THE REQUIREMENTS OF THE DIRECTORS DETERMINATION - REQUIREMENTS FOR BUILDING IN BUSHFIRE PRONE AREAS (V2.1)



N

BUSHFIRE HAZARD MANAGEMENT PLAN
BUSHFIRE Metal Action (BAC) at 10 April 2020
4 LOT SUBDIVISION

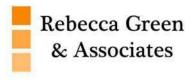
138 RITCHIE STREET, WESTBURY VOLUME 217330 FOLIO 62 PROPERTY ID 7331769 DATE: 26 JANUARY 2020

VERSION: 1

DRAWN: REBECCA GREEN PHONE: 0409 284 422

EMAIL: ADMIN@RGASSOCIATES.COM.AU BFP - 116, SCOPE - 1, 2, 3A, 3B, 3C





Form 55

CERTIFICATE OF QUALIFIED PERSON – ASSESSABLE ITEM

Section 321

To:	Cohen & Associates P/L			Owner /Agent		EE			
	PO Box 990			Address	Forn	55			
	LAUNCESTON TAS 7250			Suburb/postcode					
Qualified perso	Qualified person details:								
Qualified person:	Rebecca Green								
Address:	PO Box 2108					Phone No:	0409 284	1 422	
	Launceston			7250)	Fax No:			
Licence No:	BFP-116	Ema	il addr	ess:	adn	nin@rgassocia	ates.co	m.au	
Qualifications and Insurance details:	Determ			eterm	ription from Column 3 of the Director's mination - Certificates by Qualified Persons ssessable Items				
Speciality area of expertise:	Deteri			etern	iption from Column nination - Certificat sessable Items)				
Details of work									
Address:	138 Ritchie Street						Lot No:	62	
	WESTBURY			7303	}	Certificate of	title No:	217330	
The assessable item related to this certificate:	4 Lot Subdivision				(description of the assessable item being certified) Assessable item includes – - a material; - a design - a form of construction - a document - testing of a component, building system or plumbing system - an inspection, or assessment, performed			r	
Certificate deta	nils:								
Certificate type: Bushfire Hazard (description from Column 1 of Schedule 1 of the Director's Determination - Certificates by Qualified Persons for Assessable Items n)							ľ		
This certificate is in relation to the above assessable item, at any stage, as part of - (tick one)									
building work, plum	nbing work or plumbing insta	allation or	demo	olition	wor	k:			✓
a building, tempora	or ary structure or plumbing ins	tallation:						[

In issuing this certificate the following matters are relevant –

Documents: Bushfire Hazard Assessment Report &

Bushfire Hazard Management Plan (Rebecca Green & Associates, 26 January

2020, Job No. RGA-B1360)

Relevant N/A

References: Planning Directive No 5.1, Bushfire-Prone Areas Code

Australian Standard 3959-2009

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

1. Assessment of the site Bushfire Attack Level (to Australian Standard 3959-2009)

2. Bushfire Hazard Management Plan showing BAL-19 and BAL-12.5 solutions.

Scope and/or Limitations

Scope

This report and certification was commissioned to identify the Bushfire Attack Level for the existing property. <u>All</u> comment, advice and fire suppression measures are in relation to compliance with *Planning Directive No 5.1*, *Bushfire-Prone Areas Code* issued by the Tasmanian Planning Commission, the *Building Act 2016* & *Regulations 2016*, *Building Code of Australia* and *Australian Standard 3959-2009*, *Construction of buildings in bushfire-prone areas*.

Limitations

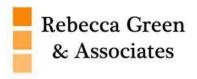
The assessment has been undertaken and report provided on the understanding that:-

- 1. The report only deals with the potential bushfire risk all other statutory assessments are outside the scope of this certificate.
- 2. The report only identifies the size, volume and status of vegetation at the time the inspection was undertaken and cannot be relied upon for any future development.
- 3. Impacts of future development and vegetation growth have not been considered.
- 4. No assurance is given or inferred for the health, safety or amenity of the general public, individuals or occupants in the event of a Bushfire.
- 5. No warranty is offered or inferred for any buildings constructed on the property in the event of a Bushfire.

No action or reliance is to be placed on this certificate or report; other than for which it was commissioned.

I certify the matters described in this certificate.

	Signed:	Certificate No:	Date:
Qualified person:	MGreen	RG-032/2020	26 January 2020



Attachment 1 – Certificate of Compliance to the Bushfire-prone Area Code

BUSHFIRE-PRONE AREAS CODE

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

1. Land to which certificate appli	es ²					
Land that <u>is</u> the Use or Development Site that is relied upon for bushfire hazard management or protection.						
Name of planning scheme or instrument:	Meander Valley Interim Planning Scheme 2013					
Street address:	138 Ritchie Street, Westbury					
Certificate of Title / PID:	CT217330/62					
Land that <u>is not</u> the Use or Development Site that is relied upon for bushfire hazard management or protection.						
Street address:						
Certificate of Title / PID:						
2. Proposed Use or Developmen	t					
Description of Use or Development:						
4 Lot Subdivision						
Code Clauses:						
☐ E1.4 Exempt Development	☐ E1.5.1 Vulnerable Use					
☐ E1.5.2 Hazardous Use	E1.6.1 Subdivision					

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

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

Certificate v4.0: Bushfire-Prone Areas Code (PD5.1)

3. Documents	relied upon						
Documents, Plans and/or Specifications							
Title:	Plan of Subdivision, Re	ef:61-86(7941)					
Author:	Cohen & Associates P/	Ľ					
Date:	11-09-19	Version:	A				
Bushfire Hazard Re	port						
Title:	Bushfire Hazard Asses	sment Report & Bushfire Hazard Managemer	nt Plan				
Author:	Rebecca Green						
Date:	26 January 2020	Version:	1				
Bushfire Hazard Ma	anagement Plan						
Title:	Bushfire Hazard Asses	sment Report & Bushfire Hazard Managemer	nt Plan				
Author:	Rebecca Green						
Date:	26 January 2020	Version:	1				
Other Documents							
Title:							
Author:							
Date:		Version:					

4. Nature of Certificate

E1.4 – Use or development exempt from this code				
Assessment Compliance Requirement Reference to Application Document(s)				
E1.4 (a)	Insufficient increase in risk			

E1.5.1 – Vulnerable Uses						
Assessment Compliance Requirement		Reference to Applicable Document(s)				
E1.5.1 P1	Residual risk is tolerable					
E1.5.1 A2	Emergency management strategy					
E1.5.1 A3	Bushfire hazard management plan					

E1.5.2 – Hazardous Uses						
Assessment Criteria	Compliance Requirement	Reference to Applicable Document(s)				
E1.5.2 P1	Residual risk is tolerable					
E1.5.2 A2	Emergency management strategy					
E1.5.2 A3	Bushfire hazard management plan					

X	E1.6 – Development standards for subdivision						
	E1.6.1 Subdivision: F	Provision of hazard management a	areas				
	Assessment Criteria	Compliance Requirement	Reference to Applicable Document(s)				
	E1.6.1 P1	Hazard Management Areas are sufficient to achieve tolerable risk					
X	E1.6.1 A1 (a)	Insufficient increase in risk	Refer to Bushfire Hazard Assessment Report & Bushfire Hazard Management Plan, prepared by Rebecca Green, 26 January 2020 – Lot 3.				
X	E1.6.1 A1 (b)	Provides BAL 19 for all lots	Refer to Bushfire Hazard Assessment Report & Bushfire Hazard Management Plan, prepared by Rebecca Green, 26 January 2020 – Lots 1, 2 and 4.				

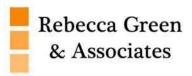
E1.6.1 A1 (c) Consent for Part 5 Agreement
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	E1.6.2 Subdivision: Public and fire fighting access					
	Assessment Criteria	Compliance Requirement	Reference to Applicable Document(s)			
	E1.6.2 P1	Access is sufficient to mitigate risk				
X	E1.6.2 A1 (a)	Insufficient increase in risk	Refer to Bushfire Hazard Assessment Report & Bushfire Hazard Management Plan, prepared by Rebecca Green, 26 January 2020 – Lot 3.			
X	E1.6.2 A1 (b)	Access complies with Tables E1, E2 & E3	Refer to Bushfire Hazard Assessment Report & Bushfire Hazard Management Plan, prepared by Rebecca Green, 26 January 2020 – Lots 1, 2 and 4.			

	E1.6.3 Subdivision: Provision of water supply for fire fighting purposes					
	Assessment Criteria	Compliance Requirement	Reference to Applicable Document(s)			
	E1.6.3 A1 (a)	Insufficient increase in risk				
	E1.6.3 A1 (b)	Reticulated water supply complies with Table E4				
	E1.6.3 A1 (c)	Water supply consistent with the objective				
X	E1.6.3 A2 (a)	Insufficient increase in risk	Refer to Bushfire Hazard Assessment Report & Bushfire Hazard Management Plan, prepared by Rebecca Green, 26 January 2020 – Lot 3.			
X	E1.6.3 A2 (b)	Static water supply complies with Table E5	Refer to Bushfire Hazard Assessment Report & Bushfire Hazard Management Plan, prepared by Rebecca Green, 26 January 2020 – Lots 1, 2 and 4.			
	E1.6.3 A2 (c)	Static water supply is consistent with the objective				

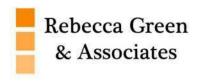
5. B	ushfire Hazar	d Practitioner ³				
Name:	Rebecca Gree	n		Phone No:	0409 284 422	
Address:	PO Box 2108	3		Fax No:		
				Email Address:	admin@rgassociates.com	n.au
	Launceston,	Tas	7250			
Accredita	tion No: BFP-	116		Scope:	1, 2, 3A, 3B, 3C	
6. C	ertification					
I, certify t	hat in accordance	with the authority	given under Pa	art 4A of the Fil	re Service Act 1979 –	
Bushfii increas protect	re-Prone Areas in se in risk to the us tion measure in ol	t described in this c accordance with C e or development f rder to be consisten ection 4 of this Cen	lause E1.4 (a) from bushfire to t with the obje	because there warrant any s	pecific bushfire	
or						
There is an insufficient increase in risk from bushfire to warrant the provision of specific measures for bushfire hazard management and/or bushfire protection in order for the use or development described to be consistent with the objective for each of the applicable standards identified in Section 4 of this Certificate.						
and/or						
The Bushfire Hazard Management Plan/s identified in Section 3 of this certificate is/are in accordance with the Chief Officer's requirements and can deliver an outcome for the use or development described that is consistent with the objective and the relevant compliance test for each of the applicable standards identified in Section 4 of this Certificate.						X
Signed: certifier	MGreen					
Date:	26 January 2020	Certificate No:	RGA-158/202	20		

³ A Bushfire Hazard Practitioner is a person accredited by the Chief Officer of the Tasmania Fire Service under Part IVA of *Fire Service Act 1979*. The list of practitioners and scope of work is found at www.fire.tas.gov.au.



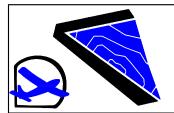
Attachment 2 – AS3959-2009 Construction Requirements

VERANDAS DECKS ETC.	ROOFS	EXTERNAL DOORS	EXTERNAL WINDOWS	EXTERNAL WALLS	FLOORS	SUBFLOOR SUPPORTS	
No special constructors equipments	Ne special construction inquaments	No special constructors inquimments	No special construction inquintuments	No special construction inquienments	No special constructions in quincinnests	No special constructions may be applied to construction of the con	BAL-LOW
40 to \$41.20	An in State . 10	As to DAL-19 encept that door fracting can be extendily fre-resistant (high density) further	As the BAL-39 except that 4 mm Crade A selecy glass can be used in place of 5 mm toughness glass	As to SAL-19	No special construction implements	No special construction regionments	BAL-12.5
fectioned sub-fiver gazer—no special imparement by materials except within 400 mm of ground. Me special replanments for supports of berning Design july has non-contesting or bushes insolated within 200 mm harmonically and 400 mm vertically from a glace of attenued.	Non-contrivable country floodwall partition sealed. Operany fitted with our combutable order guards flood to be folly school.	Prefetched by leading statute, or comments this state, browner or assumant metals or guest with 3 mm trappeared gate, may commodifie or 3 mm said: these for 450 mm shows threshold, metal or boother motifieg therefor the most of 450 mm shows ground, decking, did, tight fitting with weather strips at base.	Perfected by beather shaller compeledly consensed with stank (stream or alternation made of Streen beginned gate or glass booker self-shall for mer of ground, deed also. Quentile portion midel streamed with forms of midd to midel relativistic PVC-U or beather relativing further.	Eternal walls - Park is sither 400 mm above growed or decks dix to the of con-combustible material, 6 mm filter amenic clad or bushine resistant/naturally file resistant timber	No special construction requirement.	No special construction registerement:	BAL-19
Exclused sub-linear guests or non-condensable or bushfur rest text to the supports. Declary to be non-conducable.	Non-contensible covering Booffwall parcoxonated. Openings filted with one contensible inthe guests bod to be fully called	Amended by brother smaller, or convened with steel, borate or distinsian mesh or row-construction, or \$5 min cold their or \$4.00 min already the steel or incohere meeting timeer frames (tight disting with weather steps of tree.)	Producted by healther statute or completely provided with state or distribution made, or 5 mm integration of 5 mm integrated gates with operation parties provided and feature of direct or mexic emissions DY-CL, or brother resisting further and operation within 600 mm of ground interference.	Non-conductate material (massery, back verser, mad lock, seated converts, convents, these formes, their learner with cased on the contact and class with 6 mm they connect deserting is stand showing or bandles resortant their	Concrete sich on ground, enclosen by external wall, med mech as show as financy lant bits an 600 mes above ground level for the conductable, naturally the minimal timber or productable on the enclosed with nature or manned word bracketon.	Enclosure by external wall or by steed, known or administration media, non-communities apports where the authorist is encoding, naturally the resistant timber stamps or posts on 75 mm media damage.	BAL-29
Exclused sub-floor space or non-combustible supports. Distaling to be non-combustible	Non-contentible covering Bood wall person scaled. Opening third with non-conductable entirer guerts. Boof to be high sented and no tool mounted emporative coolers.	Protected by bushing shorter, non-corresponds to 35 mayodd theire, metal framed tight-litting with wealther strips at bose.	Protected by beather shelter or 5 mm trughened plans. Operable portion screened with stone or bronze meah.	New construction material (managery, brick weeks, must body, secaled consents, concrete) of tentor farmed or seal farmed with conflor of the content of section and color with 9 mm filter commet sheeting or their Sheeting or steed for bedshee resistance to AS 550.8.1	Concerts state on ground, enchance by extend wall or protection of understate with a root contextable authority such as filter connect sheet or be non-conferentiate on the state for machine matricers to AC 500.8.1	If exchanged by orlinnial wall roler below "Sternal Walls" section in table or ann-combination audition supports or facilied for building resolutions to AS 1530 A1	BAL-40
Entitied tab floor space or non-combustible supports. Dicting to have so gaps and be non-combustible.	Roof with FIX of \$00,000,00 or tented for benefithy resistance to AS TSC 0.2 is deciding furction sealed. Openings fitted with non-conductable, ember guarants for non-monated one-goodstre codess.	Protected by bushing shadon or light-fitting with warfare; citique at lines and an FRL of -(20)-	Protected by humber shotter or FR. of J.D. and operate potton surveind with take or locure mesh or to instell for back or locure mesh or to instell for backfor restraines to AS 530.8.2	Non-cerebocitis national (macray), both were; mad link, weater (macrat, concrete) with instrument better of 90 men or in Fig. of -20/20 when tested from cottain or in results for beating the mediate in the 51/50/8 2.	Concrete state on ground or enclosure by estimate wall or an RE of 30 (30) 30 or productions of interactive with 30 minutes including a general of the systems or he tested for building resistance to AS (53.0 8.2 building resistance to AS (53.0 8.2 c).	Sulface supports - restource by minimal wall or one combestible with an Pill of 2014, or the bested for building restraction to 85 (550.8.2.)	BAL-FZ (FLAMEZONE)



Attachment 3 - Plan of Subdivision

Cohen & Associates P/L



Municipality:

Site Address:

Tasmap Sheet:

Grid Reference:

COHEN & ASSOCIATES P/L LAND & AERIAL SURVEYORS

MEANDER VALLEY COUNCIL

138 RITCHIE STREET, WESTBURY

ABN 70 689 298 535

103 CAMERON STREET PO BOX 990 LAUNCESTON 7250 TAS TELEPHONE : 03 6331 4633

www.surveyingtas.com.au EMAIL: admin@surveyingtas.com.au

PLAN OF SUBDIVISION

SHEET 1 OF 1

N. MADGE

REF:

61-86

(7941)

217330-62 Title Refs:

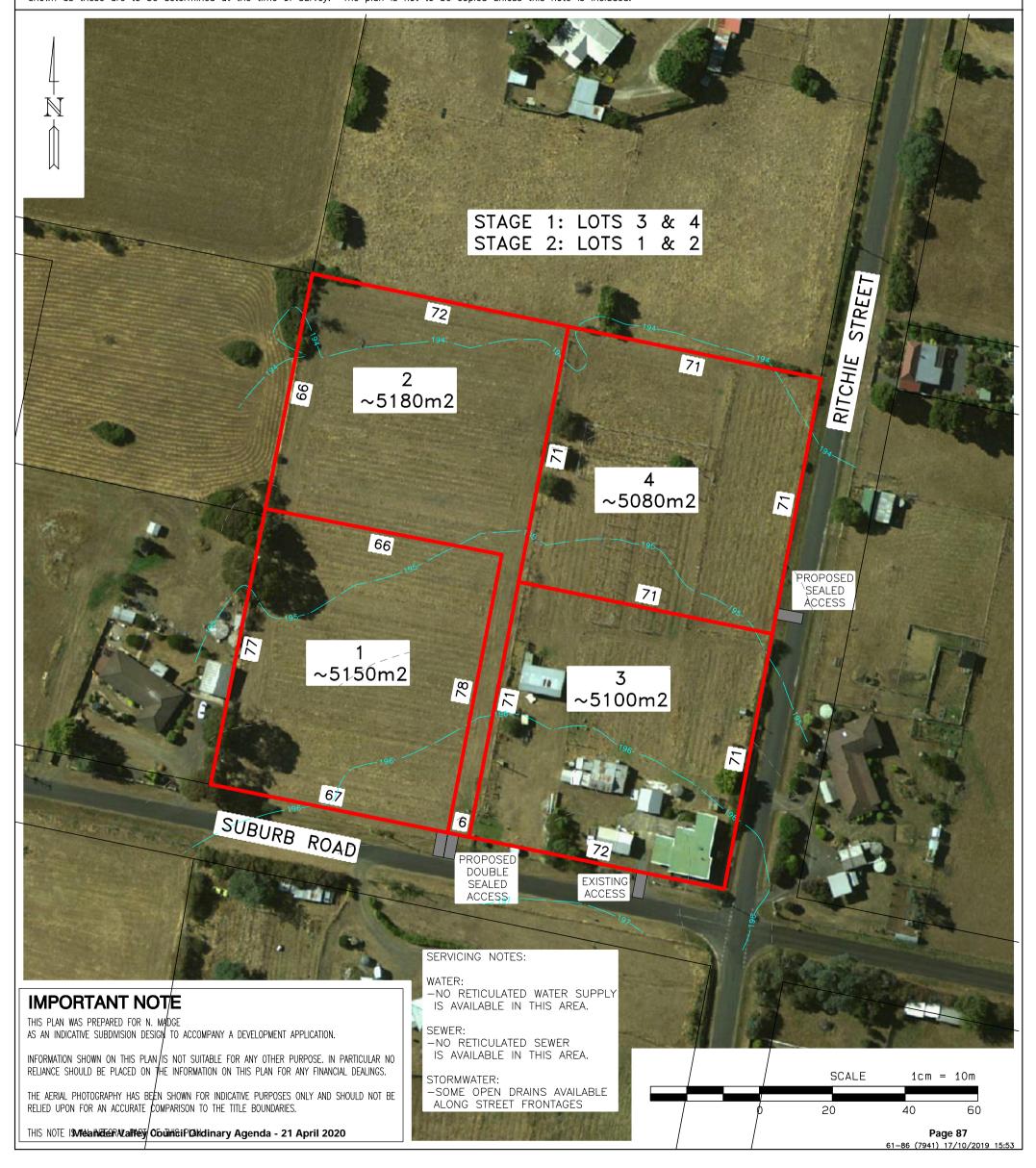
11-09-19 Dates: Version A:

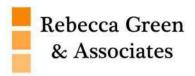
Version B: Version C:

1 : 1000 @ A3 Scale:

DISCLAIMER: This is a preliminary plan prepared without field survey and forms part of an application to subdivide the land described and is not to be used for any other purpose. Contours and levels may be transcribed from other sources and their accuracy has not been verified. These should not be used. The dimensions, area, location of improvements and number of lots are approximate and may vary as a result of decisions by the Municipality, Land Use Planning Review Panel, engineering or other advice. Easements may not be shown as these are to be determined at the time of survey. The plan is not to be copied unless this note is included.

Owners:





Attachment 4 – Tasmania Fire Service Water Supply Signage Guideline

Tasmania Fire Service Water Supply Signage Guideline

Guidelines for the design and installation of water supply signs & fire hydrant marking in bushfire-prone areas



Bushfire Planning & Policy

GPO Box 1526 Hobart Tasmania 7001
Phone (03) 6230 8600 | planning@fire.tas.gov.au

Meander Valley Council Ordinary Agenda - 21 April 2020





Tasmania Fire Service Water Supply Signage Guideline

Version 1.0, February 2017

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This Guideline has been developed in consultation with TasWater.



For further information

Tasmania Fire Service Bushfire Planning & Policy GPO Box 1526 HOBART TAS 7001 PH: (03) 6230 8600

Fax: (03) 6234 6647

Email: planning@fire.tas.gov.au

Web: www.fire.tas.gov.au

Disclaimer

While the State Fire Commission has made every effort to ensure the accuracy and reliability of the information contained in this booklet, the State Fire Commission does not accept any responsibility for the accuracy, completeness, or relevance to the reader's purpose, of the information contained in this document and those reading it for whatever purpose are advised to verify its accuracy and to obtain appropriate professional advice.

The State Fire Commission, its officers, employees and agents do not accept any liability, however arising, including liability for negligence, for any loss or damage resulting from the use of, or reliance upon, the information contained in this document.

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1.0 Identification

- 1.1 Guideline Title
- 1.1.1 This Guideline is called the *Tasmania Fire Service Water Supply Signage Guideline*.
- 1.2 Composition of this Guideline
- 1.2.1 This Guideline consists of:
 - (a) This document;
 - (b) Design drawing TFS-WS01; and
 - (c) Design drawing TFS-WS02.

2.0 Purpose

- 2.1 The purpose of this Guideline is:
 - (a) To ensure that fire fighting water points are appropriately identified to reduce the risk to human life and property, and the cost to the community, caused by bushfires; and
 - (b) To describe the water supply signage requirements which are referred to in the Bushfire-Prone Areas Code¹ and the Directors Determination Requirements for Building in Bushfire-Prone Areas².

3.0 Application

- 3.1 Where referenced by the relevant planning and building regulations, the content of this Guideline forms a statutory requirement for development within bushfire-prone areas.
- 3.2 This Guideline may be voluntarily adopted as required.
- 3.3 This Guideline applies to:
 - (a) Private and water corporation owned or managed fire fighting water points;
 - (b) Fire fighting water points servicing a bushfire-prone area; and
 - (c) Fire fighting water points connected to:
 - i. A static water supply; or
 - ii. A reticulated water supply that does not comply with the design criteria of reticulated water supply for fire fighting as defined within the Bushfire-Prone Areas Code, and where a single fire fighting water point discharges a minimum of 5 L per second and a minimum of 150 kPa residual pressure.

¹ The Bushfire-Prone Areas Code can be accessed via www.iplan.tas.gov.au

² The *Directors Determination Requirements for Building in Bushfire-Prone Areas* can be accessed via http://www.justice.tas.gov.au/building/publications

4.0 Definition of Terms

In this Guideline:

bushfire-prone area	means:						
	(a) land that is within the boundary of a bushfire-prone area shown on an overlay on a planning scheme map; and(b)i. where there is no overlay on a planning scheme map; or						
	ii. where the land is outside the boundary of a bushfire- prone area shown on an overlay on such a map, land that is within 100m of an area of bushfire-prone vegetation equal to or greater than 1 hectare.						
bushfire-prone vegetation	means contiguous vegetation including grasses and shrubs but not including maintained lawns, parks and gardens, nature strips, plant nurseries, golf courses, vineyards, orchards or vegetation on land that is used for horticultural purposes.						
carriageway	means the section of road formation which is used by traffic, and includes all the area of the traffic lane pavement together with the formed shoulders.						
fire hydrant	means a fire hydrant as described in AS 2419.1-2005 Fire hydrant installations – System design, installation and commissioning.						
fire fighting water point	means the point where a fire appliance is able to connect to a water supply for fire fighting purposes. This includes a coupling in the case of a fire hydrant, offtake or outlet, or the minimum water level in the case of a static water body.						
property access	means the carriageway which provides vehicular access from the carriageway of a road onto land, measured along the centre line of the carriageway, from the edge of the road carriageway to the nearest point of the building area.						
static water supply	means water stored in a tank, swimming pool, dam, or lake, that is available for fire fighting purposes at all times.						
water corporation	means the corporation within the meaning of the Water and Sewerage Corporation Act 2012.						

5.0 Referenced Documents

The following documents are referenced in this guideline:

AS 1743 Road signs—Specifications

AS 1744 Standard alphabets for road signs

AS 2700 Colour Standards for general purposes

AS 2419.1 Fire hydrant installations - System design, installation and commissioning

AS/NZS 1734 Aluminium and aluminium alloys—Flat sheet, coiled sheet and plate

AS/NZ 1906.1 Retroreflective materials and devices for road traffic control purposes Part 1: Retroreflective Sheeting.

Australian Paint Approval Scheme Specifications AP-S0041, CSIRO

Bushfire-Prone Areas Code, Tasmanian Planning Commission, Department of Justice, Tasmania.

Determination Director of Building Control Requirements for Building in Bushfire-Prone Areas, Building Standards & Occupational Licencing, Department of Justice, Tasmania.

TasWater Supplement to Water Supply Code of Australia WSA 03-2011-3.1 MRWA, TasWater, Tasmania.

6.0 Design Standards for Marking Compliant Fire Hydrants

6.1 Compliant Hydrant Markings (General)

A fire hydrant connected to a reticulated water supply that complies with the design criteria of reticulated water supply for fire fighting as defined within the Bushfire-Prone Areas Code will be marked in accordance with water corporation specifications³.

Water corporation specified fire hydrant markings include a combination of:

- Fire Plug Indicator: a yellow, 250 mm x 450 mm triangle, marked on the a) pavement, and pointing towards the location of the hydrant;
- Fire Plug Kerb Marking: a yellow, 300 mm long rectangle, marked on the b) carriageway kerb, adjacent to the location of the fire hydrant:
- Two-Way Retroreflective Raised Pavement Marker: a blue, square marker, c) adhered to the pavement, and located perpendicular to the hydrant;
- Fire Plug Cover and Surround: a yellow, 400 mm x 400 mm square; d) surrounding the hydrant cover: and
- Marker Post: a yellow post with blue decals, located adjacent to the e) carriageway.

³ TasWater specifications: https://www.taswater.com.au/Development/Development-Standards

7.0 Design Standards for Marking Non-Compliant Fire Hydrants

7.1 Marking Criteria

A fire hydrant connected to a reticulated water supply that:

- Otherwise complies with the design criteria of reticulated water supply for fire fighting as defined within the Bushfire-Prone Areas Code, except for flow and pressure; and
- b) Discharges a minimum of 5 L per second and a minimum of 150 kPa residual pressure;

shall have additional markings to those identified in 6.1, in accordance with the following:

7.2 Pavement Marking Material

Objective:	Pavement markings that identify fire fighting water points are clearly visible and durable.
	marking materials shall conform to Australian Paint Approval Scheme ons <i>AP-S0041</i> , or similar.

7.3 Post Marking Material

Objective:	Pavement markings that identify fire fighting water points are clear visible and durable.					
(a) Class	ng material shall be: s 1 retroreflective material, compliant with AS/NZS1906.1; or table outdoor, long-life, UV stabilised coating.					

7.4 Pavement & Post Marking Design

Objective:	Fire fighting water points are clearly visible and identifiable.								
7.4.1 Pavement and post marking shall comprise of a legend designed in accordance with design drawing TFS-WS02.									
(a)	egend shall be: Coloured red, 'Signal Red' (R13) in accordance with <i>AS2700</i> (or equivalent colour); and Comprised of the letter 'W' within a circular band.								
	etter 'W' in the legend shall be: Jppercase;								

(b)

No less than 44 mm in height;

- (c) Located in the centre of the circular band; and
- (d) Consistent with the form and dimensions of Series F, as defined in AS1744.
- 7.4.4 The circular band in the legend shall have:
 - (a) An outer diameter of 100 mm; and
 - (b) A line thickness of 6.5 mm.

7.5 Pavement & Post Marking

Objective: Fire fighting water points are clearly visible and identifiable.

- 7.5.1 Where fire hydrants are of the in-ground type (fire plug), the hydrant cover (lid) shall be marked in accordance with 7.2 and 7.4.
- 7.5.2 Where hydrant location is identified using a marker post, the post shall be marked:
 - (a) In accordance with 7.3 and 7.4;
 - (b) With legend facing the carriageway; and
 - (c) No less than 400 mm above ground level (where practical).

8.0 Design Standards for Signs

Static water supplies shall be identified in accordance with the following:

8.1 Sign Materials

- 8.1.1 The signboard material shall be:
 - (a) 1.6 mm thick aluminium alloy, type 5251 or 5052, of temper H36 or H38;
 - (b) Free from scratches or other surface blemishes:
 - (c) Have edges that are true and smooth; and
 - (d) Compliant with AS/NZS1734.
- 8.1.2 The sign background material shall be:
 - (a) Non-reflective:
 - (b) Of uniform density:
 - (c) Compatible with the material used for the legend both in application and durability; and
 - (d) Applied to the sign face in accordance with AS1743.
- 8.1.3 The sign legend material shall be:
 - (a) Class 1 retroreflective material, compliant with AS/NZS1906.1;
 - (b) Of uniform density;

- (c) Compatible with the material used for the background in application and durability; and
- (d) Applied to the sign face in accordance with AS1743.

8.2 Sign Design

Objective: Signs that identify fire fighting water points are clearly visible and identifiable.

- 8.2.1 The sign shall be designed in accordance with:
 - (a) Design drawing TFS-WS01.
- 8.2.2 The sign shall:
 - (a) Be square;
 - (b) Have rounded corners with a radii of 25 mm; and
 - (c) Have a side length of 300 mm.
- 8.2.3 The sign background shall be:
 - (a) Coloured red, 'Signal Red' (R13) in accordance with AS2700 (or equivalent colour).
- 8.2.4 The legend shall be:
 - (a) Coloured white (N14) in accordance with AS2700 (or equivalent colour);
 - (b) Comprised of the letter 'W' within a circular band; and
 - (c) Visually centred on the sign.
- 8.2.5 The letter 'W' in the legend shall be:
 - (a) Uppercase;
 - (b) No less than 100 mm in height;
 - (c) Located in the centre of the circular band; and
 - (d) Consistent with the form and dimensions of Series F, as defined in *AS1744*.
- 8.2.6 The circular band in the legend shall have:
 - (a) An outer diameter of 230 mm; and
 - (b) A line thickness of 15 mm.
- 8.2.7 The rear surface of the signboard shall be stamped or engraved with:
 - (a) The designation of the sign manufacturer;
 - (b) Four numerals indicating the month and year of manufacture (e.g. 01/17);
 - (c) The design drawing identification (e.g. TFS-WS01); and
 - (d) Letters & numerals no less than 5 mm high.

8.3 Sign Mounting

Objective:	Signs that identify fire fighting water points are, and will remain, clearly visible.
------------	---

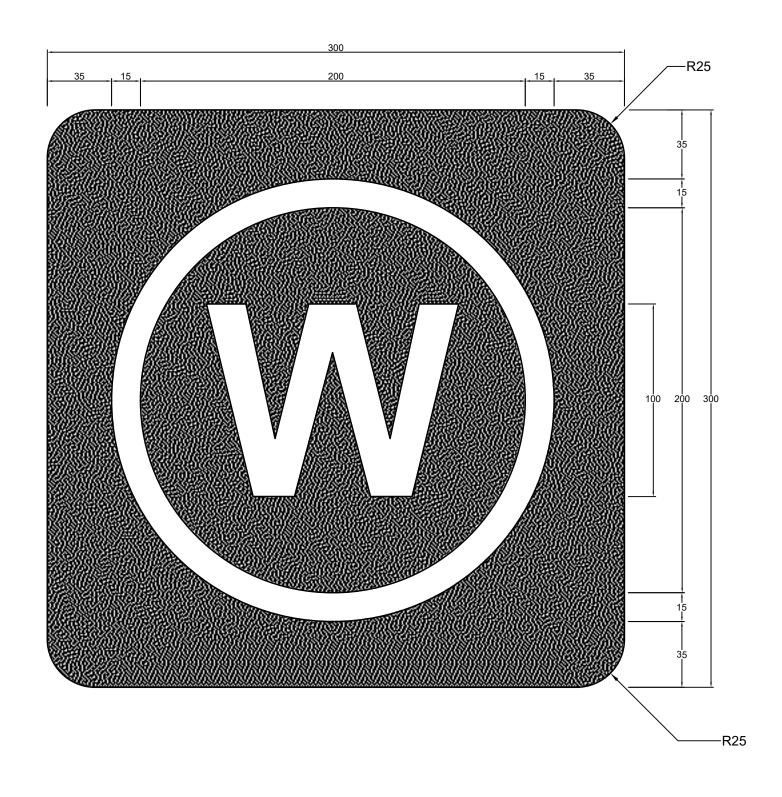
- 8.3.1 The sign shall be permanently mounted to:
 - (a) A vertical surface:
 - (b) A surface that cannot change orientation or position; and
 - (c) A surface that is:
 - i. Non-flammable; and
 - ii. Non-heat deforming.

8.4 Sign Location

- 8.4.1 The sign shall be mounted in a location:
 - (a) No further than 2 m vertically and 1 m horizontally from the fire fighting water point;
 - (b) No less than 400 mm above ground level;
 - (c) That will not impede access or operation of the fire fighting water point;
 - (d) That will not become obscured by visual obstructions; and
 - (e) That is visible from the property access on approach from a public road.

9.0 Design & Manufacture Tolerances of Sign & Legend

- 9.1 Dimensional tolerances of the signboard
 - (a) Overall dimensions of signboard: ±5 mm;
 - (b) Maximum allowable warp, twist or departure from flatness: 1.5 mm; and
 - (c) Squareness: corners < 2 mm from theoretical position relative to other corners.
- 9.2 Dimensional tolerances of the legend
 - (a) Shape, size and alignment of legend elements: ±2 mm; and
 - (b) Legend position: ±2 mm.

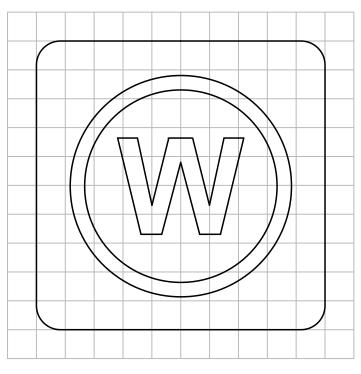


OVERALL SIGN DIMENSIONS (mm): 300 x 300, +/- 5 SURFACE AREA OF SIGN (sq m): 0.0895

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

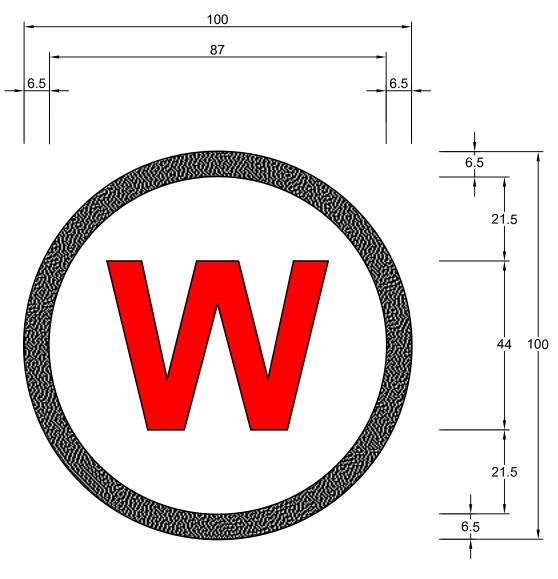
FOR SIGN FIXING AND LOCATION REQUIREMENTS, REFER TO TASMANIA FIRE SERVICE WATER SUPPLY SIGNAGE GUIDELINES

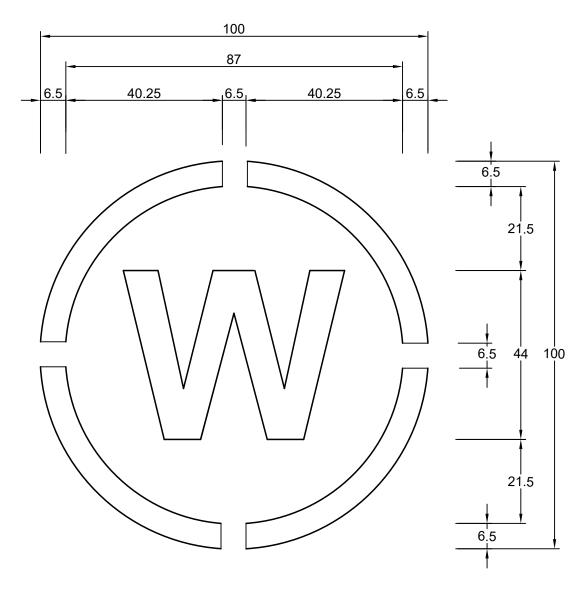
FOR LEGEND SPECIFICATIONS AND MANUFACTURING DETAIL
REFER TO TASMANIA FIRE SERVICE WATER SUPPLY SIGNAGE GUIDELINES



GRID MODULE X = 30mm Y= 30mm

	A B C	APPR'D	DATE	AMENDMENT	NOTES - all dimensions are in - written dimensions ta	mm ke precedence over sca	ed measurements	TASMANIA FIRE WATER SUPPLY			
Tasmania Fire Service	dun ci) Ordi	nary Agen	da - 21 Apr	il 2020	DRWN WH	APPR'D CC	DATE 2/2/2017	FILE BPP	DWG NO. TFS-WS01	Page 99 SCALE	1:2





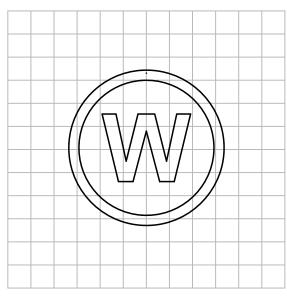
POST AND PAVEMENT DESIGN

OVERALL LEGEND DIMENSIONS (mm): 100 x 100, +/- 5

FOR TEMPLATE APPLICATION REQUIREMENTS, REFER TO TASMANIA FIRE SERVICE WATER SUPPLY SIGNAGE GUIDELINES

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

GRID MODULE X = 15mm Y= 15mm



TEMPLATE

WHERE A TEMPLATE IS USED, THE CIRCULAR BAND MAY HAVE UP TO FOUR BREAKS OF UP TO 6.5MM IN WIDTH

ISSU	ISSUE APPR'D DATE AMENDMENT				NOTES				TITLE			
A	\				- all dimensions are ir - written dimensions t	ı mm ake precedence over sca	led measure	ements	TASMANIA FIRE SERVICE			
В	3								NON-COMPLIANT	FIRE HYDRANT M	ARKING	
C	;											
Tasmania Fire Service	y Ord	linary Agen	da - 21 Apr	il 2020	DRWN WH	APPR'D CC	DATE 7	7/2/2017	FILE BPP	DWG NO. TFS-WS02	Page 100 1:1	

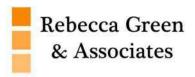
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fire.tas.gov.au

Bushfire Planning & Policy GPO Box 1526 Hobart Tasmania 7001 Phone (03) 6230 8600 | Fax (03) 6231 6647 | planning@fire.tas.gov.au



References

- (a) Tasmanian Planning Commission 2017, *Tasmanian Planning Directive No. 5.1, Bushfire-Prone Areas Code*, Tasmania.
- (b) Australian Standards, AS 3959-2009, *Construction of buildings in bushfire-prone areas*, Standards Australia, Sydney NSW.
- (c) Resource Management & Conservation Division of the Department Primary Industry & Water September 2006, TASVEG, *Tasmanian Vegetation Map*, Tasmania.
- (d) Tasmanian Government, Land Information System Tasmania, www.thelist.tas.gov.au

Traffic Comment

138 Ritchie Street, Westbury, Tasmania

4 Lot Subdivision Development

Author: Andrew Howell,

BEng(Hons), MEngSci

March 2019 Rev A

Andrew Howell BEng (Hons), MEngSci

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5.	. TRAFFIC DATA	5
6.	S. ASSESSMENT/COMMENT ERROR! B	OOKMARK NOT DEFINED.
7.	CONCLUSION	6

ATTACHMENT

- 1. Site Development Plan (Plan of Subdivision)
- 2. DSG Crash Stats Summary
- 3. Site Photos Various (Typical Intersections for Info)

Limitations

This report has been completed based on information provided by the client and available in the public domain, additional information beyond this has not been considered.

Based on the nature of the development, this report has considered general arrangements for this development only, and has not considered in detail the wider impacts beyond the site (upstream network impacts), nor been provided with detailed design plans in order to undertake a full assessment of all aspects of the development in relation to specific regulatory requirements, Australian Standards or further design related requirements, this being beyond the scope of this report providing general comment only. Any subsequent changes to configuration or arrangements relating to the development which may impact on the content or recommendations of this report must be reviewed and approved by the author.

1. Introduction

Based on request from the Proponent's agent (Cohen & Associates Surveyors), a review of the site development plan for a 4 lot subdivision at 138 Ritchie Street was undertaken to review specific traffic related request items from Meander Valley Council. The Plan of Subdivision is provide as *ATTACHMENT* 1.

The traffic volumes in the rural residential style area are very low from inspection and the general site characteristics with broad street reserves and generally appropriate visibility at the majority of locations provide for quite safe accesses and nearby intersections, with satisfactory arrangements and sight distances for the majority of these in current operation.

Crash data was provided from DSG, with no significant issues in the area identified, likely based on the low traffic volumes and geometry/sight distance of the junctions which mostly cater for local area traffic only.

Based on low volumes, sound sight distance and visibility, as well as the general geometry of the proposed and existing site accesses as well as the immediate nearby junction of Suburb Road and Ritchie Street, the development as proposed appears to create no adverse impacts on traffic safety or service arising.

2. Site Details

Review of the site plan (*REFER ATTACHMENT 1 – SITE PLAN*) shows that the proposal is to divide the current 138 Ritchie Street into 4 separate lots, each slightly in excess of 5,000 square metres.

- Lot 3 retains the existing dwelling and has an existing (unsealed) driveway direct to Suburb Road
- Lot 1 and 2 are proposed with new access direct to Suburb Road, with Lot 2 an internal lot at the rear of Lot 1. This is likely to be a dual-width driveway to service both lots.
- Lot 4 has new access proposed to Ritchie Street (new driveway near to Southern boundary).

All driveways, including the new lots would be required to be sealed to the property boundary.

It is noted that there is no formalized table drain here, but rather a shallow swale. Similar to the current dwelling driveway, and based on the existing surface levels, it is likely to be appropriate for new driveways to be considered by Council to be installed as swale-style crossovers, possibly concrete or asphalt, without the need for pipe culverts and headwalls.

It is noted that similar arrangements appear to be acceptable other properties in the general area (generally to LGAT-IPWEA standard details), where new driveways have been installed and formal roadside drainage is not currently in place. Inadequate cover over pipe and lack of fall in drains for any formal table drain works is otherwise likely to be inappropriate at this site. *Final determination should be in consultation with Council at time of driveway application/design approval.*



FIG. 1 - SUBJECT SITE

The nearest intersection is the junction of Suburb Road and Ritchie Street, which is controlled by give way signage and line marking, to provide priority to the North-South route in Ritchie Street. The Junction appears to be of sound arrangement and geometry, with the visibility from all approaches at the junction satisfactory.

A site inspection was undertaken on 27th February 2020 by the author.

Traffic volumes are low.

Local speed limits are signposted as 60 km/hr.

3. Accesses and Junctions

All four accesses and nearby street network, including the Suburb Road-Ritchie Street Junction, were physically inspected on site. No significant issues were identified and specific comment is provided on each as follows.

Site photos were taken for various locations, including demonstration for approximate sight distance lines and any issues noted or potentially impacting on operation – refer *ATTACHMENT 3 – SITE PHOTOS*. All accesses are flat, with level approaches and minimal but appropriate drainage and with road surfaces in satisfactory condition

The frontage roads are rural-style construction and sealed, have grassed verges, and no kerb and channel or footpaths. Speed zone is 60 km/hr.

Accesses:

- 1. Lot 1 and 2, Dual access proposed. Sight distance to East in excess of 225m, to Junction Suburb/Ritchie is 80m, SISD exists in each direction. No issues identified.
- Existing access (Lot 3) in operation and no issues identified from site inspection of crash statistics. Approx. 25m from Junction Corner, based on low vehicle turning speeds and no

- significant visual obstructions approaching to or through the corner for approaching vehicles, this existing access is deemed to be satisfactory. SISD exists.
- 3. Lot 4 significant sight distance exists to the North with no obstructions (150m plus), and sight distance to the South is in excess of 115m (with 80m approx. to turning traffic at junction Suburb/Ritchie St), with some minor obscuring on the approach for vehicles leaving the property from the fence line vegetation on Ritchie Street frontage to the South of the proposed access. It is likely that this vegetation would be removed based on updated subdivision works and fencing, but this should be a condition of subdivision to ensure this removal occurs. Should this vegetation be removed, no further issues are identified.

No accesses or nearby intersection were considered to have any particularly issues of concern considering the low traffic volumes, and generally satisfactory sight lines and appropriate horizontal and vertical geometry when considered against likely vehicle movements. The priority arrangements for Ritchie-Suburb Junction appear sound.

Traffic volumes during the period of inspection were particularly low for this mainly residential area. A total of four (4) vehicles were observed during the observation period or around 30 minutes on site.

Based on the above it is likely that the local traffic and lower vehicle speeds contribute to a generally safe rural residential traffic arrangement under current operation.

4. Traffic Data

Observed site volumes as noted were low across the area of these accesses and intersections, as well as the wider network of Southeast Westbury.

Traffic Crash data from DSG for the general area was requested, to identify any existing issues. No major issues were identified, which was likely expected based low volumes, sound visibility & geometry in the genera area, site inspection and local appreciation of the site. The DSG Crash Statistics data is attached to the report for reference (REFER ATTACHMENT 2)

5. Review of Authority RFI, Standards, Guidelines, and Regulations

Council planning requested further information with responses as follows:

- 1. **Anticipated additional traffic** 7 VPD per property anticipated. With 28 VPD total traffic generation arising from the sites (21 VPD new traffic), this traffic increase is considered immaterial in the context of the local network.
- 2. Sight distance refer section 4, no issues identified. SISD for 60 km/hr zone = 105m min. This is achieved in all cases, or is mitigated by appropriate SISD to the nearby junctions and the reduced turning speeds at these zones, in all cases otherwise meeting requirements of Australian Standard AS2890 for off street parking facilitated with regards to access sight distance regardless. Vegetation removal of a minor nature is recommended at Lot 4 access on Southern boundary line to enhance SISD
- 3. Crash statistics DSG refer ATTACHMENT 2 no issues identified
- 4. Impact on safety/efficiency of the network refer this report, no issues arising.

6. Conclusion

This low scale development in the rural residential area presents no apparent issues for safety and amenity of the MVC road network, with the vegetation removal noted below.

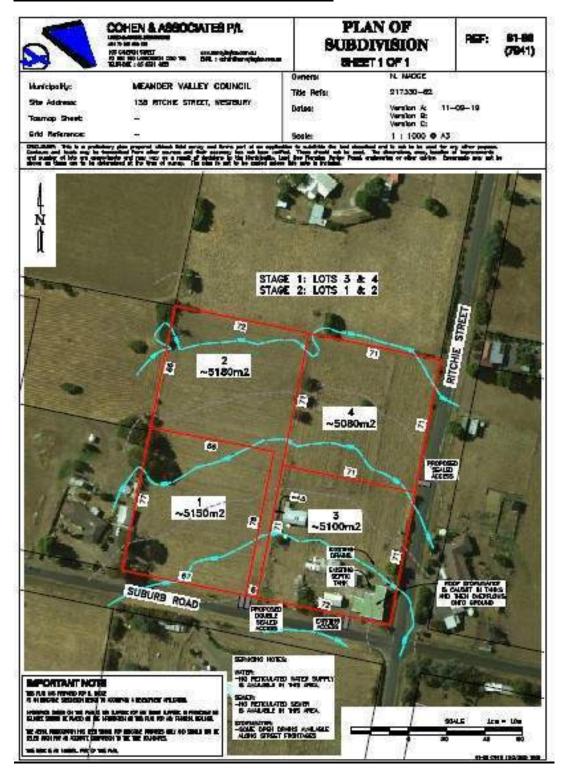
Sight Distance for Lot 4 should be improved by removal of the vegetation on the fence line to south of new access driveway as a conditions of subdivision, to improve approach sight distance for existing vehicles from Lot 4 on to Ritchie Street.

Providing all accesses are constructed to the necessary MVC and LGAT-IPWEA construction standards, no issues are foreseen.

Andrew Howell

BEng (Hons), MEngSci

ATTACHMENT 1 - Plan of Subdivision / Site plan



ATTACHMENT 2 - DSG CRASH STATISTICS (ATTACHED DOCUMENT)

ATTACHMENT 3 - PHOTOS SITE ACCESSES & JUNCTION (RITCHIE



Traffic Comment – 138 Ritchie Street, Westbury – 4 Lot Subdivison

From: **Duncan Mayne**

Sent: 11 Mar 2020 11:26:35 +1100

To: Leanne Rabjohns

Subject: RE: Subdivision application 138 Ritchie Street, Westbury

Hi Leanne,

I am happy to accept the Traffic Assessment and its findings.

Vegetation will need to be removed to the South of lot 4 as per the findings of the Traffic Assessment.

Regards,



Duncan Mayne, Graduate Engineer P: 03 63935309 E: Duncan.Mayne@mvc.tas.gov.au 26 Lyall Street Westbury, TAS 7303 | PO Box 102, Westbury Tasmania 7303

Please consider the environment before printing this email.



Public Open Space Contribution

In accordance with Clause E10.0 of the Meander Valley Interim Planning Scheme 2013 the General Manager gives consent that no land is required for public open space but instead there is to be a cash payment in lieu for PA\20\0159 - Staged 4 lot Subdivision at 138 Ritchie Street WESTBURY.

Signed:

John Jordan GENERAL MANAGER

10 February 2020

Index No. 14565
Doc No.
RCVD 27 MAR 2020 MVC 27.3.2020
Action Officer LL Dept. CO
EO OD V PA 20 0159
General Manager Meanoler Valley Council
Me Notification of application
Re Notification of Application for Clanning Approval
Location: 138 Référie St, Westburg.
moved to Westbury a years ago
showed to Westhany a years ago because of the quet, country appeal.
That's all changing now and I'm
against a 4 lot subdivision on my
against a 4 lot subdivision on my back boundary.
Carol Walduck
5 Allosment Parade,
Westbury.
0427 869 652

Leanne Rabjohns

From:

Karen Murray <karen.rosehill7303@gmail.com>

Sent:

Sunday, 29 March 2020 9:29 PM

To:

Planning @ Meander Valley Council

PA\20\0159

138 Ritchie Street, Westbury, Tasmania 7303.

Subdivision of land - 4 lots.

Dear Mr Jordan, General Manager, Meander Valley Council,

I, Beryl Murray of 96 Suburb Road, Westbury, Tasmania 7303 object to the proposed subdivision of land situated at 138 Ritchie Street, Westbury, Tasmania 7303 for the prospect of building purposes.

As a permanent long term resident of the area and an original owner of land adjoining and surrounding the above mentioned address, I do not believe the area is sustainable to support the number of dwellings intended.

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

As an original land and property owner of the area, I am a believer that a property owner should be able to do as they wish with their land, however in this instance this proposal is not in keeping with the character and landscape of the area.

This area originally known as Queenstown/Pensioner's Bush has substantial Historic Military Importance and should be preserved as such as there is no other area or town like this. By allowing property owners to subdivide at a great rate of knots, the unique history and character of this area is slowly dying and will be forever lost in the next 12 months if steps aren't taken to protect it.

Veterans Row from Dexter Street to Suburb Road, Allotment Parade from Marriott Street to Ritchie Street are dirt. These roads are iconic and original to the area. The potential for them to be altered in any way shape or form would not be in keeping with the character of the area.

I have a number of concerns about this development proceeding and I will outline why it should be rejected.

These 5 acre blocks WERE NEVER TO BE SUBDIVIDED. Somewhere, somehow the rules were conveniently broken to allow this to occur and now this area is now turning into a dormitory style housing complex.

After studying the application, I noted on page 5 outlining the stages, Lot 2 will have battleaxe access and share a driveway with Lot1. The overhead photo DOES NOT SHOW the new dwelling to the west of Lot 2 or the biodegradable septic system that requires an enormous amount of land to function. Being such a flat parcel of land, where is the extra water going to go if the ground is already saturated, not only from Mother Nature but the dwelling itself?

My land adjoins 138 Ritchie Street and that land is used for agricultural purposes. Am I going to have restrictions placed upon me because of the machinery that is used or the noise my animals make. This is a working farm with real noise, real animals and real smells. There have been issues in the past over the use of my ATV. I do hope I don't have to go through that again.

Opposite Lot 1 is another parcel of land that I own which is the Headquarters of the Northern Adult Riding Club. This club was founded by myself and several friends in 1991. The first rally was held in September 1991 at the Westbury Showgrounds until a more permanent base was sourced. After 2 years of rallies at various venues in the area, my late husband Bruce decided that one of our paddocks would be a more suitable option to conduct the rallies. The official opening of the club was 14th December 1996 in this paddock. This club, as the name suggests is for older riders to learn, participate in various aspects of riding and to form everlasting friendships. The motto of the club is "Friendship through Riding". How detrimental for these riders to put up with extra traffic, noise from screaming children, lawnmowers and god only knows what else. Will there be restrictions placed upon this club or will this club fold because the peace and tranquillity of the area is destroyed by peoples greed.

I also note that on page 76 of the application, the traffic report by Andrew Howell states traffic volume was low. Was this report undertaken in the middle of the day when kids were at school and everyone else was at work?

In a previous subdivision application for 113 Ritchie Street (across the road) Aug/Sept.2018 that report stated there were currently 47 lots fronting onto Ritchie Street which equates to 423 movements per day (when fully inhabited and assuming a SINGLE DWELLING PER LOT). With the Council approving more and more subdivisions, traffic has increased 10 fold in a short period of time.

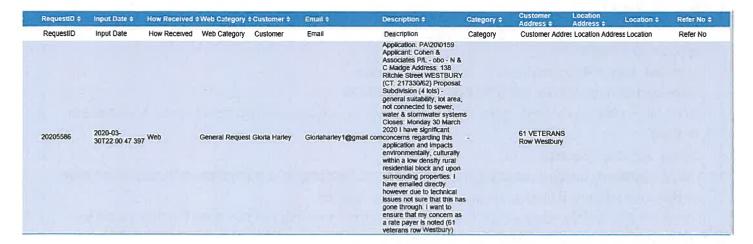
What happened to limiting "Urban Sprawl" and keeping developments closer to the town centre? People purchase these blocks for their own personal space, their own escape to the country. By allowing these types of subdivisions to occur we will all be living on top of each other. Talk about overcrowding and being overlooked. If any of us wanted bright lights, nosey neighbours, noisy vehicles and neighbours, we would be living in the city. We choose to live in the country and shouldn't be forced to fight for peace and quiet.

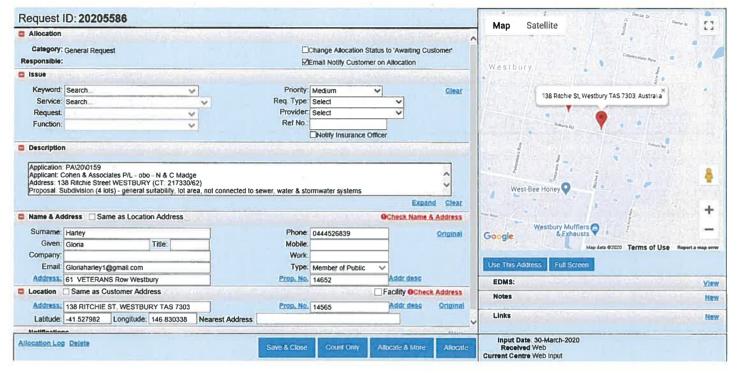
Yours Sincerely,

Beryl Murray.

Contact number: 0488 037 387

Planning Objection Received via Merit (Lodged Via council Website)





Description

Application: PA\20\0159

Applicant: Cohen & Associates P/L - obo - N & C Madge Address: 138 Ritchie Street WESTBURY (CT: 217330/62)

Proposal: Subdivision (4 lots) - general suitability, lot area, not connected to sewer, water & stormwater

systems

Closes: Monday 30 March 2020

I have significant concerns regarding this application and impacts environmentally, culturally within a low density rural residential block and upon surrounding properties.

I have emailed directly however due to technical issues not sure that this has gone through. I want to ensure that my concern as a rate payer is noted (61 veterans row Westbury)

Save

Cancel

Leanne Rabjohns

From:

sharon earl <SharonEarl83@hotmail.com>

Sent:

Monday, 30 March 2020 2:27 PM

To: Subject: Planning @ Meander Valley Council 138 Ritchie St Westbury Objection

PA\20\0159 138 Ritchie St Westbury Tas 7303 Subdivision of land 4 lots.

Dear Mr Jordan, General Manager Meander Valley Council

I Sharon Earl of 76 Suburb Road Westbury Tas 7303 Strongly object to this proposal for subdivision of land.

I am a long term resident of 17 years to the adjoining land proposed for subdivision for the intention of building, buildings which this area was never to have. Open spaces, houses on a minimum of five acre blocks to support a lifestyle to many which is slowly being taken away from this area.

This area of Westbury is now zoned Low Density Residential which one would think the proposed land for subdivision is not fitting in this description?

For this area it becomes overcrowded with limited privacy to your own space, increased traffic and noise reduction to accommodate new residence which none of these changes are fitting to this area, a once beautiful quiet country area where five acre blocks were never to be subdivided!

The proposed plans I have read through tells me one of the Lots would have access via a battleaxe driveway sharing a driveway with another? How many houses are like this? Not many at all. My land and home is strongly effected for privacy should plans proceed. I have concerns of the required septic system to accommodate such plans, where is all the excess water going on such a flat pad of land when we get our unpredictable rains?

The local Northern Adult Riding Club which is held opposite the proposed Lot 1 I have been a member of for over 10 years I feel would be effected by various extra noise and unnecessary traffic and possibly complaints which would be very unfair as the Pony Club location has always been a well respected club by our long term neighbours and was here first.

A recent subdivision occurred to my adjoining land was sadly approved by council which I was assured would have no effect on me, experiencing more vehicles in and out of that property and machinery noises for months on end directly in my view. It is now being proposed I go through it all again.

It is a very big shock and causes me anxiety after being a local for 36 years and resident of my current home for 17 years to be directly effected by this nonsense, what is happening to our once iconic country area of Westbury?

Should Council continue to approve such applications there will be no more large spaced houses with land for those wanting space, horses, privacy, hobby farms ect...

This is yet another ridiculous plan being submitted which I 100% Object to.

Regards Sharon Earl 0439284670

Leanne Rabjohns

Subject:

FW: Development and subdivision of 5 acre properties in the Westbury district

----Original Message-----

From: John Donaldson [mailto:jdonaldson069@gmail.com]

Sent: Monday, 30 March 2020 10:59 AM

To: Meander Valley Council Email

Subject: Development and subdivision of 5 acre properties in the Westbury district

General Manager MVC

John Donaldson

Dear sir

96 Allotment Parade

Sent by

Westbury. Tas.

30 March 2020.

Once again the discussion re the subdividing of the 5 acre allotments has arisen, there should be no need to review this as originally the MVC would not approve of this , previously a neighbouring property could be split but the title had to added to the existing title owned by the purchaser to become one title and could only have the one dwelling on it .

I was told all residents and owners were written a letter when some owners requested to subdivide ,to this day myself along with other residents never received such letter, and I did ask at a council meeting ,Where was the letter? And could we at least see a copy?

Alas not even a copy from the archives could be produced,unfortunately leaving me to believe it was a secret back door conspiricy by "The select Few Individuals" to change the ruling which was originally put in place to protect the heritage and history of the Westbury District

Regards John Donaldson

	P.O. Box 24
Index No. 14565	
No.	WASTBURY
ROVE -1 APR 2020 MVC	
Action Officer LR Dept. COS	JAS: 7303
in OD	1-4-202
_ /	
To. ATTENTION	hEANNE
	FURTER TO MY
E. MAIL To Yo	4 ON 30-3-2020. PLEASE
	IT CA-20-0159.
	Lymbs. J. M. Wonaldo.
	JOHN DONALDSON .
	JOHN DONALDSON. 0414014095

PLANNING AUTHORITY 2

Reference No. 73/2020

UNIT 1/24 WILLIAM STREET WESTBURY

Planning Application: PA\20\0171

Proposal: Extension to Multiple dwelling (carport) –

constructed without approvals

Author: Justin Simons

Town Planner

1) Introduction

Applicant	Statewide Shade Sheds	
Owner	Z P Cranstoun & T E Cranstoun	
Property	Unit 1/24 William Street WESTBURY (CT:175288/1)	
Zoning	General Residential Zone	
Discretions	10.4.2 – Setbacks and Building Envelopes for all	
	Dwellings	
Existing Land Use	Residential (Multiple Dwellings)	
Number of Representations	Nil	
Decision Due	27 April 2020	
Planning Scheme:	Meander Valley Interim Planning Scheme 2013	
	(the Planning Scheme)	

2) Recommendation

- The carport development has already been constructed without the necessary approvals.
- No representations were received during the advertising period.
- Most properties have fences and vegetation fronting William Street, with a strong visual presence.
- The carport is located on the front boundary of the subject title. This
 setback is significantly less than that of other comparable developments
 fronting William Street in the surrounding area, which generally have a
 setback greater than 4m. The setback is distinctly different and
 incompatible with existing developments in the immediate area.

It is recommended that the application for Use and Development for Extension to Multiple dwelling (carport), on land located at Unit 1/24 William Street WESTBURY (CT:175288/1) by Statewide Shade Sheds, be REFUSED, for the following reason/s:

- 1. 10.4.2 (P1) The development does not have a setback from a frontage which is compatible with the setback of existing dwellings in the street.
- 2. 10.4.2 (P2) The development does not have a setback from a frontage which is compatible with the setback of existing garages and carports in the street.

3) Background

The application proposes to obtain planning approval for a carport, constructed without the necessary planning approvals, in front of the existing dwelling at 1/24 William Street, Westbury.

The carport is attached to the front of the dwelling. The dwelling has three (3) parking spaces approved in the original panning assessment; a single garage and two (2) parking spaces in the driveway, between the dwelling and the frontage. The development covers the two (2) existing parking spaces in the driveway.

While most dwellings fronting William Street, in this area, include fences and vegetation close to the frontage, the buildings are setback 4m or more from the frontage.

Indicative plans of the development can be viewed below. The full application, including plans and specifications, is included in the attachments.



Photo 1: carport, looking north on William Street



Photo 2: carport, looking west

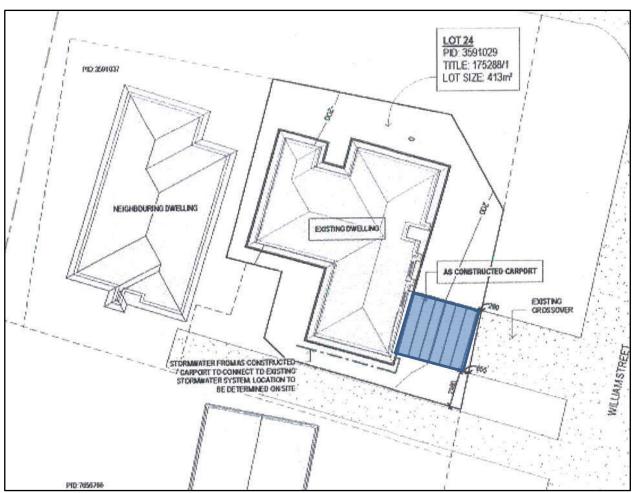


Figure 1: site plan (Engineering Plus, 2019); carport highlighted in blue

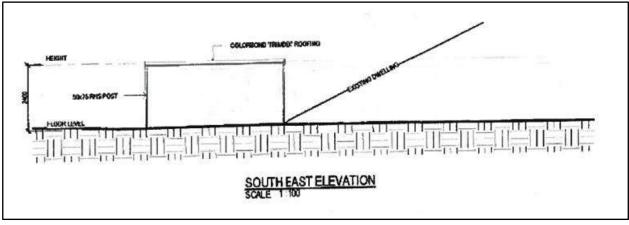


Figure 2: elevations (Engineering Plus, 2019)

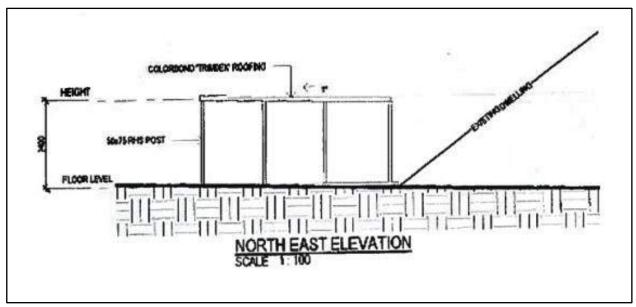


Figure 3: elevations (Engineering Plus, 2019)

4) Representations

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

No representations were received.

5) Consultation with State Government and other Authorities

Not applicable.

6) Officers Comments

Use Class: Residential (Multiple Dwellings)

Applicable Standards

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

General Residential Zone		
Scheme Standard	Assessment	
10.3.1 Amenity		
Acceptable solution 1	Complies	
10.4.1 Residential Density for Multiple Dwellings		
Acceptable solution 1	Complies	

10.4.2 Setbacks and	Building Envelope for all Dwellings
Acceptable solution 1	Relies on Performance Criteria
Acceptable solution 2	Relies on Performance Criteria
Acceptable solution 3	Relies on Performance Criteria
10.4.3 Site Coverage	e and Private Open Space for all Dwellings
Acceptable solution 1	Complies
10.4.4 Sunlight and	Overshadowing for all Dwellings
Acceptable solution 1	Complies
10.4.5 Width of Op	enings for Garages and Carports for all Dwellings
Acceptable solution 1	Complies
10.4.6 Privacy for a	II Dwellings
Acceptable solution 1	Complies
Acceptable solution 2	Complies

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

Performance Criteria

General Residential Zone

10.4.2 Setbacks and Building Envelopes for all Dwellings

Objective

To control the siting and scale of dwellings to:

- (a) provide reasonably consistent separation between dwellings on adjacent sites and a dwelling and its frontage; and
- (b) assist in the attenuation of traffic noise or any other detrimental impacts from roads with high traffic volumes; and
- (c) provide consistency in the apparent scale, bulk, massing and proportion of dwellings; and
- (d) provide separation between dwellings on adjacent sites to provide reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space.

Performance Criteria P1

A dwelling must:

- (a) have a setback from a frontage that is compatible with the existing dwellings in the street, taking into account any topographical constraints; and
- (b) if abutting a road identified in Table 10.4.2, include additional design elements that assist in attenuating traffic noise or any other detrimental impacts associated with proximity to the road.

Response

The proposal is required to have a setback that is compatible with the existing dwellings in the street.

As illustrated in Photo 3 and Photo 4, below, all buildings in the immediate area, including dwellings, garages and carports, are setback a much greater distance from the frontage. There are no buildings with a setback less than 4m from William Street for approximately 900m between Meander Valley Road and the Bass Highway. As a result of former planning regulations, the majority are setback 4.5m or greater, consistent with the current Acceptable Solutions for the General Residential Zone.

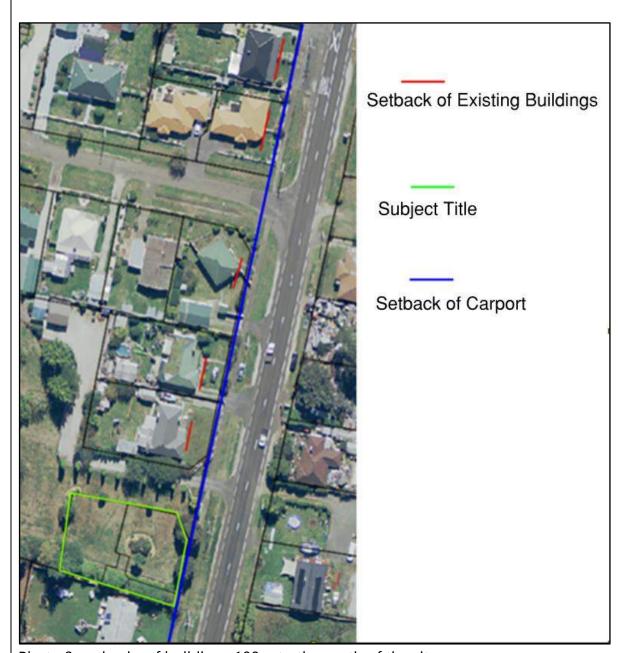


Photo 3: setbacks of buildings 100m to the north of the site



Photo 4: setback of buildings 100m to the south of the site



Photo 5: neighbouring dwelling to the north, showing existing setback



Photo 6: neighbouring dwelling to the south, showing existing setback

To the north, there are no buildings with a comparable setback from William Street between the subject property and the Bass Highway, approximately 800m away. To the south there are no buildings with a comparable frontage setback for approximately 260m.

While there are a number of buildings with similar frontage setbacks in the historic town centre of Westbury, this area is approximately 260m from the development. The historic centre also has a distinct character; the proximity of the buildings to the road is one of the features which distinguish it from the other areas of Westbury. The development is not in close proximity to the historic centre and is not considered to benefit from this feature.

The subject site is flat and there are no topographical constraints which would demand a lesser setback. Constraints are largely the result of development choices made by the developer and current landowner.

The development does not abutt a road identified in Table 10.4.2 of the planning scheme.

The development does not comply with the Performance Criteria and does not

comply with the Objective (a) to provide reasonably consistent separation between dwellings on adjacent sites and a dwelling and its frontage.

Performance Criteria P2

A garage or carport must have a setback from a primary frontage that is compatible with the existing garages or carports in the street, taking into account any topographical constraints.

Response

There are no other carports or garages with a similar frontage setback to William Street in the immediate area. As mentioned above, there are some properties to the south, in the historic centre of Westbury with a similar setback, however, the separation between this area and the development is too far to consider them directly or visually comparable.

The proposal does not comply with the Performance Criteria, not being compatible with the setbacks of existing carports in the street, and does not comply with the Objective (a).

Performance Criteria P3

The siting and scale of a dwelling must:

- (a) not cause unreasonable loss of amenity by:
- (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot; or
- (ii) overshadowing the private open space of a dwelling on an adjoining lot; or
- (iii) overshadowing of an adjoining vacant lot; or
- (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and
- (b) provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area.

Response

The carport will not result in an unreasonable loss of amenity to any neighbouring dwelling. While some overshadowing will occur to the south, it will largely impact the driveway of the subject property and will have less impact on the neighbouring property than the shared boundary fence.

The development has an acceptable visual impact when viewed from the neighbouring lot.

The setback of the development from the side boundary is greater than that of the

existing dwelling. As such, separation between dwellings on adjoining lots will not be altered.

The development complies with the Performance Criteria and is consistent with the Objective in regards to separation between dwellings on adjacent sites.

Conclusion

The application is for a carport development in a location that is not compatible with the setbacks of other buildings or garages in the street.

It is considered that the application for Use and Development for an Extension to Multiple dwelling (carport) is not acceptable in the General Residential Zone and is recommended for refusal.

Alternative Options

Council can approve the application with or without conditions.

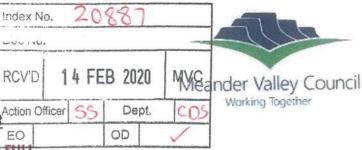
There are no standard conditions that would generally be applied to a carport development such as this.

DECISION:

APPLICATION FORM

PLANNING PERMIT

Land Use Planning and Approvals Act 1993



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

OFFICE USE ONLY
Property No: 2087 Assessment No:
DAI 200171 PCI
 Is your application the result of an illegal building work? Have you already received a Planning Review for this proposal? Is a new vehicle access or crossover required? Yes No
PROPERTY DETAILS:
Address: UNIT 1/24 WILLIAM ST Certificate of Title: 175288
Suburb: WESTBULY TAS Lot No:
Land area: 912 m^2/ha
Present use of land/building: RESIDENTIAL. (vacant, residential, rural, industrial, commercial or forestry)
Does the application involve Crown Land or Private access via a Crown Access Licence: ☐ Yes ☑ No Heritage Listed Property: ☐ Yes ☑ No
DETAILS OF USE OR DEVELOPMENT:
Indicate by ✓ box
Total cost of development (inclusive of GST): Includes total cost of building work, landscaping, road works and infrastructure
Description of SX5.5m Skillin Carport.
Use of building: Protection of Cars from Weather (main use of proposed building - dwelling, garage, farm building, factory, office, shop)
New floor area: 31.60 m² New building height: 2.4 m
Materials: External walls: Colour:
Roof cladding: TRIMDEK . 42 Colour: IRON STONE.



RESULT OF SEARCH

RECORDER OF TITLES





SEARCH OF TORRENS TITLE

00 11 1011			
VOLUME	FOLIO		
175288	1		
EDITION	DATE OF ISSUE		
2	20-Jul-2018		

EARCH DATE : 01-Oct-2019 EARCH TIME : 02.33 PM

ESCRIPTION OF LAND

Town of WESTBURY
Lot 1 on Strata Plan 175288 and a general unit entitlement operating for all purposes of the Strata Scheme being a 10 undivided 1/20 interest
Derived from Strata Plan 175288
Derivation: Part of Lot 2, 7A-OR-11P Gtd to Ellen Moriarty

CHEDULE 1

E137964 TRANSFER to TALITHA ESTELLE CRANSTOUN and ZACHARY PETER CRANSTOUN Registered 20-Jul-2018 at noon

SCHEDULE 2

Reservations and conditions in the Crown Grant if any
The registered proprietor holds the lot and unit entitlement
subject to any interest noted on common property
Folio of the Register volume 175288 folio 0
SP 33210 EASEMENTS in Schedule of Easements
SP 33210 FENCING PROVISION in Schedule of Easements

E138043 MORTGAGE to Residential Mortgage Group Pty Ltd
Registered 20-Jul-2018 at 12.01 PM

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations



RESULT OF SEARCH

RECORDER OF TITLES





SEARCH OF TORRENS TITLE

VOLUME	FOLIO	
175288	0	
EDITION	DATE OF ISSUE	
1	04-Jun-2018	

SEARCH DATE : 01-Oct-2019 SEARCH TIME : 02.33 PM

DESCRIPTION OF LAND

Town of WESTBURY
The Common Property for Strata Scheme 175288
Derivation: Part of Lot 2, 7A-OR-11P Gtd to Ellen Moriarty
Prior CT 33210/10

SCHEDULE 1

STRATA CORPORATION NUMBER 175288, 24 WILLIAM STREET, WESTBURY

SCHEDULE 2

Reservations and conditions in the Crown Grant if any SP 33210 EASEMENTS in Schedule of Easements SP 33210 FENCING PROVISION in Schedule of Easements

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

Meander Valley Council Ordinary Agenda - 21 April 2020

Page 137 Page 1 of 1

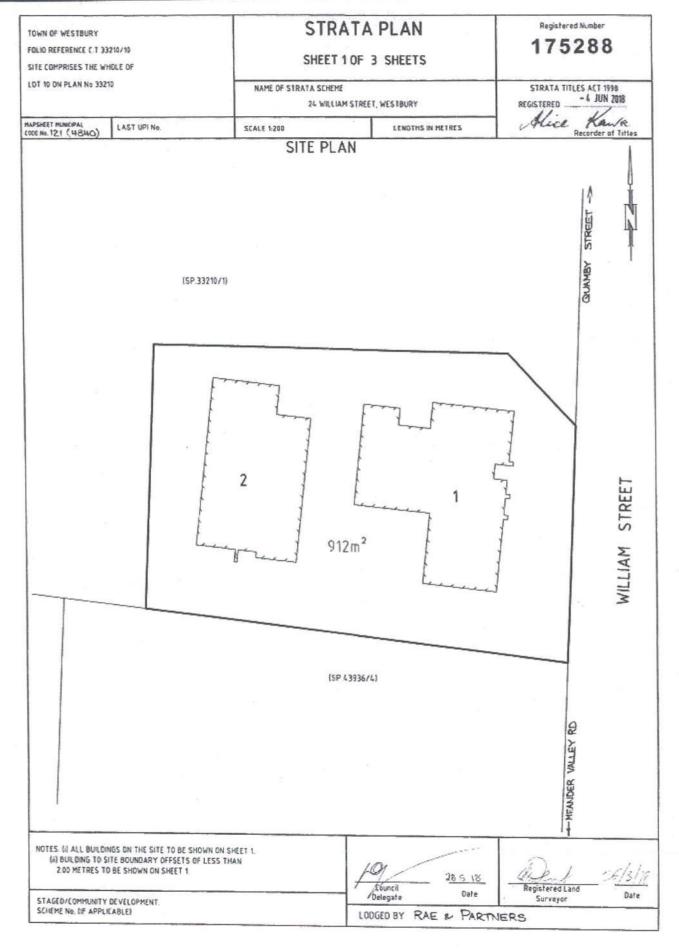


FOLIO PLAN

RECORDER OF TITLES



Issued Pursuant to the Land Titles Act 1980



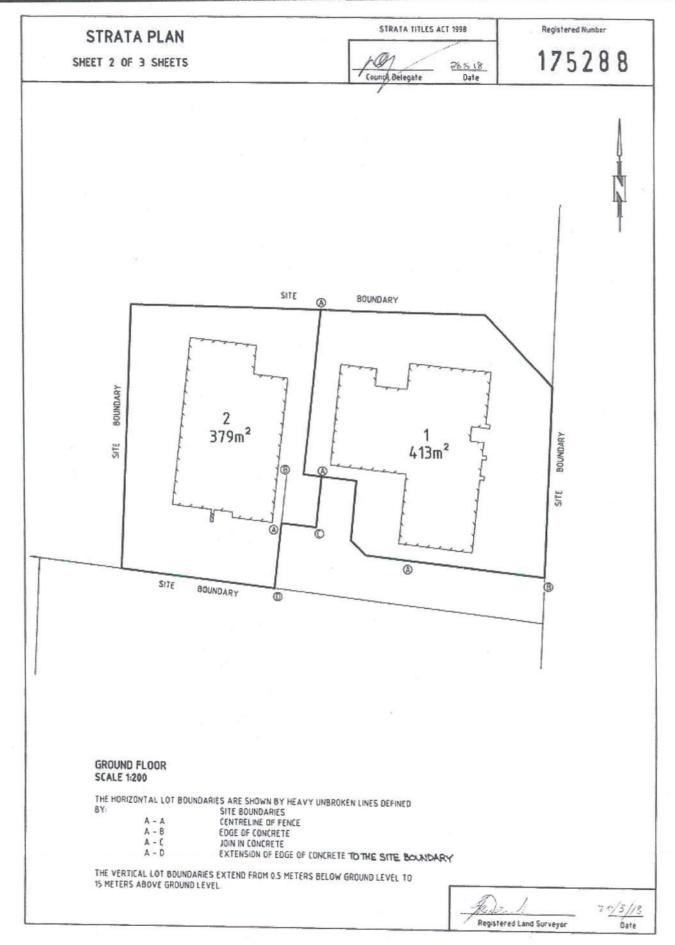


FOLIO PLAN

RECORDER OF TITLES



Issued Pursuant to the Land Titles Act 1980



Page 139



FOLIO PLAN

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



STRATA PLAN

SHEET 3 OF 3 SHEETS

STRATA TITLES ACT 1998

Registered Number

175288

STRATA CORPORATION No.175288
NAME OF BODY CORPORATE: 24 WILLIAM STREET, WESTBURY

ADDRESS FOR THE SERVICE OF NOTICES: 24 WILLIAM STREET, WESTBURY, TASMANIA 7303

SURVEYORS CERTIFICATE

JOHN WILLIAM DENT of LAUNCESTON
 a surveyor registered under the Surveyors Act 2002 certify that
 the building or buildings are ted on the site and drawn on sheet 1 of
 this plan are within the site boundaries of the folio stated on sheet 1
 and any encreachment beyond those boundaries is properly authorised
 according to taw.

Registered Land Surveyor

26-3-2018 Date L 18059

COUNCIL CERTIFICATE

I certify that the Cheanane Valley Council has:
(a) approved the lots shown in this plan and
(b) issued this certificate of approval in accordance
with section 31 of the Strata Titles Act 1998

Council Delegate

28 5 2018 Date 518 2018 Ref No.

GENERAL UNIT ENTITLEMENTS

LOT	UNIT ENTITLEMENT	
1	10	
2	10	
TOTAL	20	

Revision Number: 01 Page 140 Page 3 of 3





PROJECT INFORMATION

STANDARD FOOTING & SLAB DETAILS STANDARD TIEDOWN DETAILS STANDARD BRACING DETAILS ROOF MEMBER PLAN SECTION & DETAILS 3D PERSPECTIVES SECTION DETAILS DRAINAGE PLAN **VCC NOTES #2** NCC NOTES #1 COVER PAGE FLOOR PLAN ELEVATIONS ROOF PLAN AREA PLAN SITE PLAN

A06 A07 A09 A09 A10

A11 A12

A13 A15

DI III DING DESIGNER.	GRANT JAMES PFEIFFER
	CC2244T
ACCREDITATION No:	0077
LAND TITLE REFERENCE NUMBER:	175288/1
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AS CONSTRUCTED CARPORT AREA:	30.83 m²
DESIGN WIND SPEED.	×
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RISHERE-PRONE BAL RATING:	T.B.C
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CORROSION ENVIRONMENT:	row
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ANDSI D	NO.
DISPERSIVE SOILS:	UNKNOWN
CALINE SOILS:	UNKNOWN
SAND DUNES:	NO
MINE SHBSIDENCE.	NO NO
ANDELL	NO
GROUND LEVELS:	REFER PLAN
ORG LEVEL:	NA

AS CONSTRUCTED CARPORT ISSUED AS CONSTRUCTED

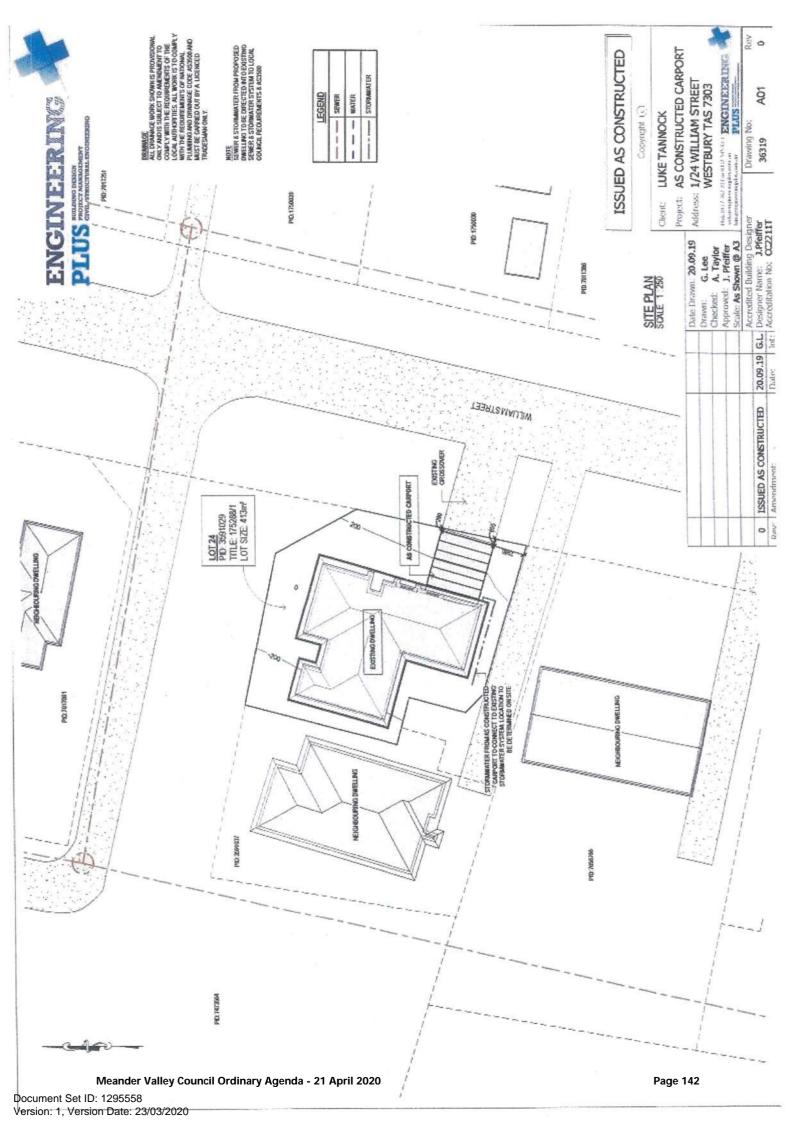
1/24 WILLIAM STREET WESTBURY TAS 7303 LUKE TANNOCK

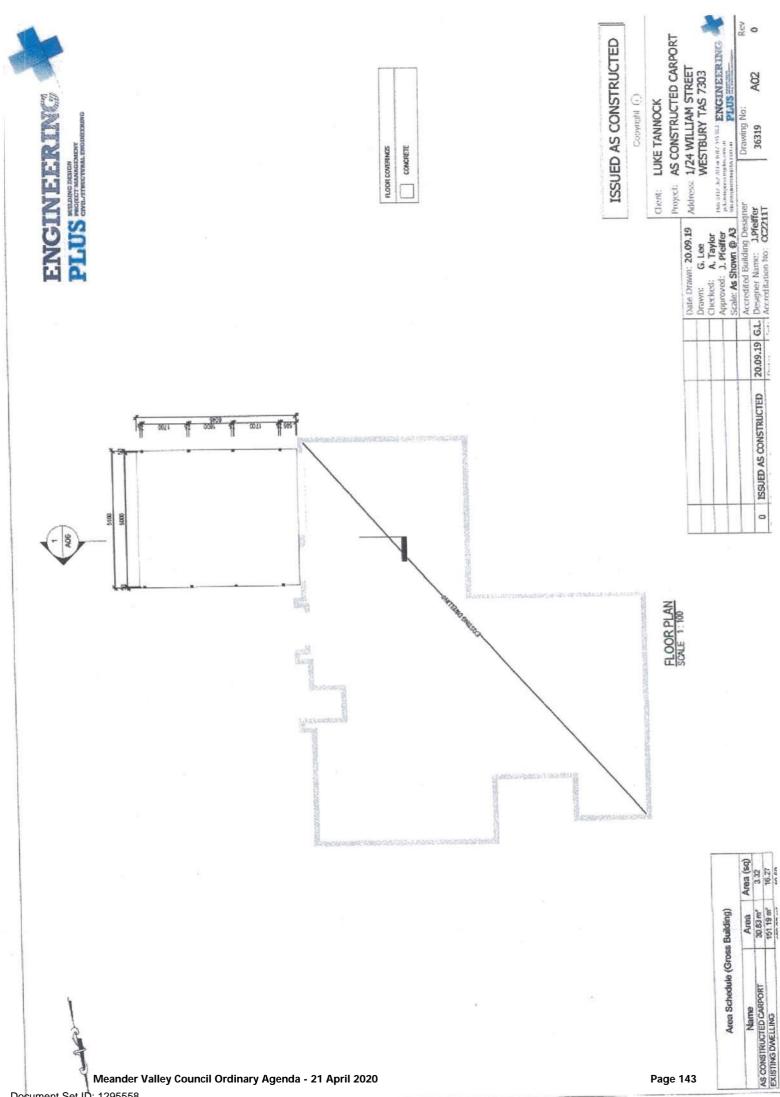
MEANDER VALLEY COUNCIL

81 Elizabeth Street, Launceston, Tasmania 7250 jack@engineeringplus.com.au, trin@engineeringplus.com.au Jack 0417 362 783 or Trin 0417 545 813

A04 405

DRAWING SCHEDULE





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Copyright (i)

LUKE TANNOCK Client

AS CONSTRUCTED CARPORT 1/24 WILLIAM STREET WESTBURY TAS 7303 Address: Project:

> Date Dravin: 20.09.19 G. Lee

Drawn:

Checked: A. Taylor Approved: J. Preiffer Scale: As Shown @ A3

STREET, SOUTH ENGINEERING

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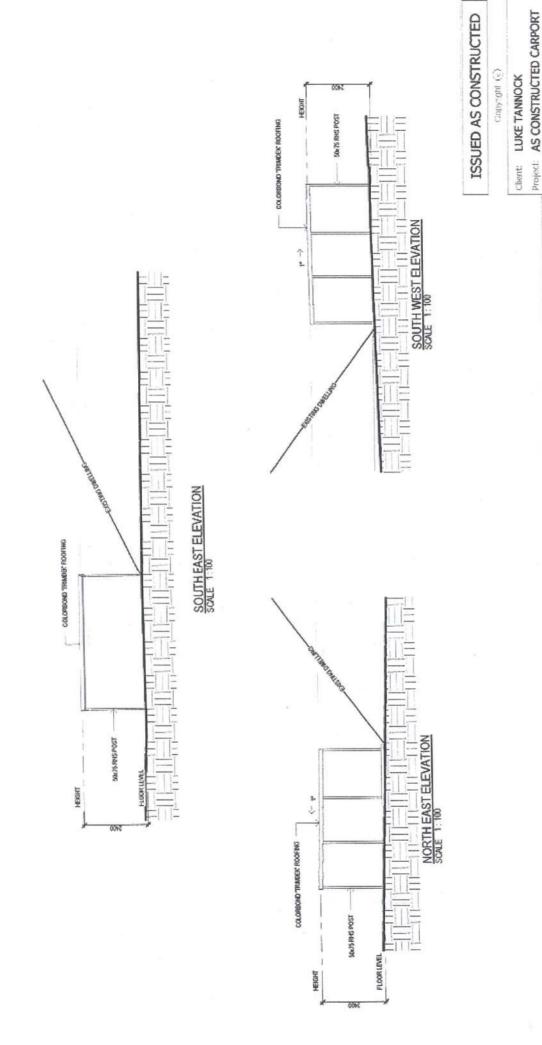
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Meander Valley Council Ordinary Agenda - 21 April 2020





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20.09.19

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Checked:

1/24 WILLIAM STREET WESTBURY TAS 7303

Address:

Date Drawn: 20.09.19





ACCORDANCE WITH THIS PART, AS 1562.1 AND MANUFACTUREPS COLOGRAPHO TRINCER HETAL CHEETING PICTALLED AL PODP CLADDING, BCA VOLUME 2 PART 5.5.1.3

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Copyright (C)

LUKE TANNOCK

AS CONSTRUCTED CARPORT Project: Chent

1/24 WILLIAM STREET WESTBURY TAS 7303

Orawii: G. Lee Checked: A. Taylor Approved: J. Pfeiffer Date Drawn: 20,09,19

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20.09.19 G.L.

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Meander Valley Council Ordinary Agenda - 21 April 2020

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Rev

A06

Drawing No: 36319

AS CONSTRUCTED CARPORT

Project: Chent

LUKE TANNOCK

WESTBURY TAS 7303

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ALCONDETE REPAINTINN INCLUDING ENCONDTIDIS & APROVED
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TO SOLE REPORT FOR CLASSIFICATION & SITE MAINTENANCE
REQUEREMENTS. Page 147

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AS CONSTRUCTED CARPORT

Project:

LUKE TANNOCK

1/24 WILLIAM STREET WESTBURY TAS 7303

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	T		

Name	Area	Area (sq)
RUCTED CARPORT	30.63 m²	3.32
CAMERITAGE	151.19m²	16.27

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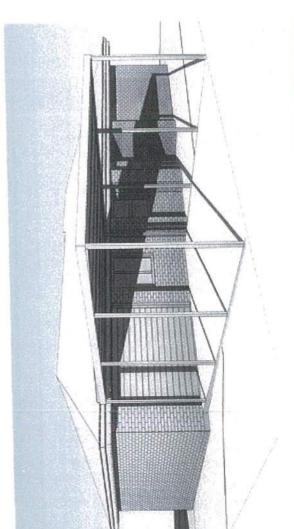
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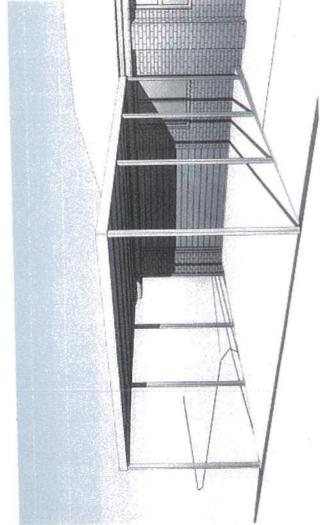
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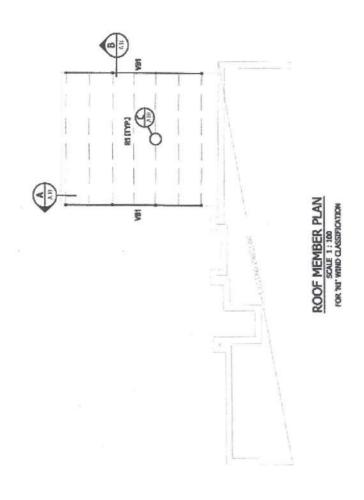
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Meander Valley Council Ordinary Agenda - 21 April 2020

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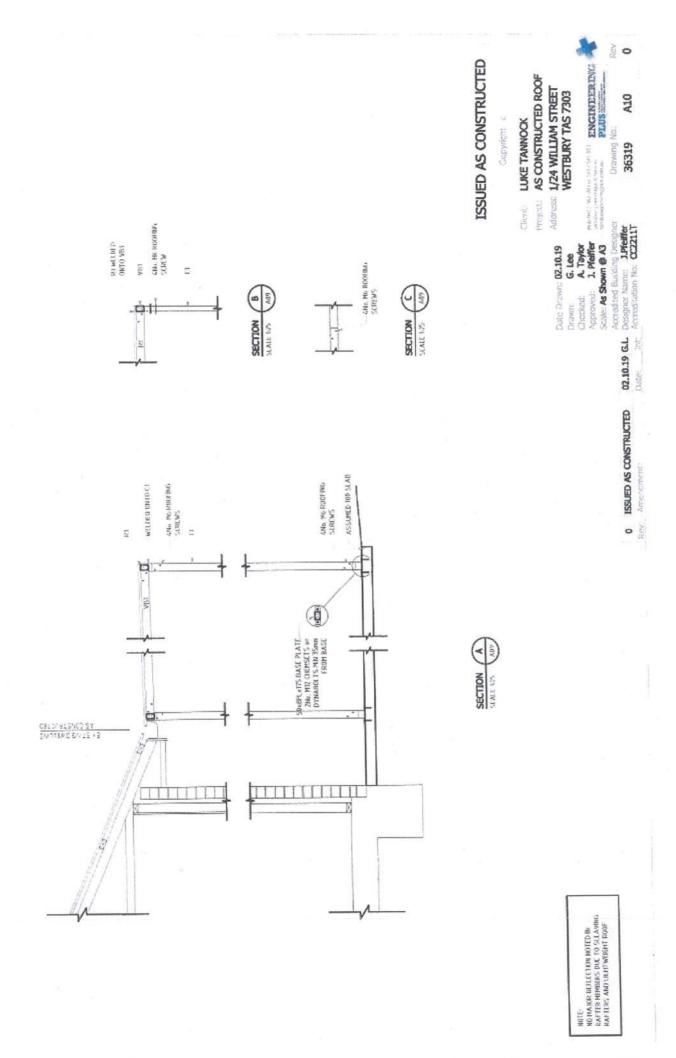
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Meander Valley Council Ordinary Agenda - 21 April 2020

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Meander Valley Council Ordinary Agenda - 21 April 2020

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COMMUNITY AND DEVELOPMENT SERVICES 1

Reference No. 74/2020

2019-20 COMMUNITY INCENTIVE GRANTS APPLICATION ASSESSMENTS ROUND 4 – APRIL 2020

AUTHOR: Lynette While

Director Community and Development Services

1) Recommendation

It is recommended that Council:

1. Endorses the recommendations of the Community Grants Committee and approves the following allocations:

Organisation	Project	Grant
		Recommended
Deloraine Tennis Club	Recladding of Clubhouse	\$2,500
Inc.		
Mole Creek Swimming	Pool Repair	\$3,000
Centre Association Inc.		
Prospect Park Sports	Social/Function Room	\$1,257
Club Inc. No. 1	improvement	
		\$6,757

2. Notes the allocations within the Regulatory Fees Refund Scheme, Individual Sponsorship Requests, School and Club Awards.

2) Officers Report

The total Grants allocation for the year is \$101,800 (1% of the General Rate). \$5,000 of this sum is reserved for Council's policy for refunding regulatory fees to community groups and \$5,000 is earmarked for individual sponsorships and establishment grants. This leaves a balance of \$91,800 for community grants. With four (4) rounds each year, the Grants Committee aims to work to an amount of 25% of the balance each quarter. For 2019-20, this is \$22,950.

Total allocations for Round 1, Round 2 and Round 3 were \$13,177 and \$22,981 and \$20,486 respectively.

Councillor Stephanie Cameron, Councillor Tanya King, Jonathan Harmey (Director Corporate Services) met on 17 March 2020 to consider the applications received. They were supported by Lynette While (Director Community and Development Services), Patrick Gambles (Community Development Manager), Merrilyn Young (Grants Administrator) and Taillah Green (Trainee). Neville Scott (General Inspector) was an apology for the meeting.

Grant Applications from Organisations

Seven community grant applications were received for the round, totalling requests of \$16,117. A range of factors were considered to achieve a fair distribution. The Community Grants guidelines states that Council supports projects that encourage self-help and self-reliance, enhance access to existing services, address an unmet community need, or improve the life opportunities of those who are disadvantaged.

The recommended outcomes are indicated in the final column of the following table:

Organisation	Project	Project Cost	Grant Requested	Grant Recommended
Children First	Razzamatazz	\$360	\$360	Defer to next
Foundation	Variety Show			grant round *
Inc.				
Deloraine	Recladding of	\$2,500	\$2,500	\$2,500
Tennis Club	Clubhouse			
Inc.				
Edmund Rice	Eddie Rice	\$27,000	\$3,000	Defer to next
Camps	Camps			grant round *
Tasmania				
Mole Creek	Pool Repair	\$70,500	\$5,000	\$3,000
Swimming				
Centre				
Association				
Inc.				
Prospect	Safety Project -	\$5,998	\$3,000	-
Hawks Junior	Headguards			
Football Club				

Sports Club Inc. No. 2	Resources			
Prospect Park	Hand Hygiene	\$1,328	\$1,000	-
Inc. No. 1	improvement			
Sports Club	Room			
Prospect Park	Social/Function	\$2,514	\$1,257	\$1,257

Three allocations equalling \$6,757 are recommended for approval by Council, which supports community projects with a total value of \$75,514.

Two (2) applications listed in the table below did not receive funding in this round for the following reasons:

Organisation	Project	Grant Requested	Reason(s)
Prospect Hawks Junior Football Club	Safety Project - Headguards	\$3,000	Core consumables no longer supported by the Grants Program
Prospect Park Sports Club Inc. No. 2	Hand Hygiene Resources	\$1,000	The applicant is recommended for a Grant this round and applicants can only receive 1 grant per round.

Regulatory Fees Refund Scheme

There have been two requests for fee refunds approved during the period January - March 2020.

Organisation	Location	Purpose	Amount
Deloraine House	Pergola at	Development fees	\$300
	Mole Creek		
Deloraine House	Garden shed	Development fees	\$260
	at Deloraine		

^{*} Two (2) applications listed in the table above were approved for funding by the Grants Committee. However, since the Committee meeting, the COVID-19 Disease emergency has affected the ability of the activities to occur. Funding will not be allocated in this round. The applicants will be encouraged to apply in the next round or at a later date when the activities can be confirmed.

Individual Sponsorship Requests

The following requests have been approved by the Community Development Manager during the period January - March 2020:

Individual	Location	Purpose	Amount
Alexander Tyler	Prospect Vale	Australian Country Junior Basketball Cup - NSW	\$150
Amelia Duffy	Prospect Vale	Australian Indoor Hockey Championships - NSW	\$150
Tahni van Dijk	Westbury	Australian Indoor U18 Hockey Championships – NSW	\$150
Jai Waterhouse	Hadspen	54 th International Childrens Games (Athletics) - HUNGARY	\$300
Deacon Bloomfield *	Kimberley	Australian Mens and Mixed Netball Champions – SA	\$150
Laiden Bloomfield *	Kimberley	Australian Mens and Mixed Netball Champions – SA	\$150
Noah Eastley *	Deloraine	Australian Mens and Mixed Netball Champions – SA	\$150
Johnny Elmer *	Deloraine	Australian Mens and Mixed Netball Champions – SA	\$150
Sabyn Harris *	Golden Valley	Australian Mens and Mixed Netball Champions – SA	\$150
Jaylen Chilcott *	Montana	Australian Mens and Mixed Netball Champions – SA	\$150
Colby Chilcott *	Montana	Australian Mens and Mixed Netball Champions – SA	\$150
Kye Chilcott *	Montana	Australian Mens and Mixed Netball Champions – SA	\$150
			\$1,950

^{*} The shaded requests in the table above are affected by the COVID-19 Disease emergency as the Netball Champions event has been cancelled. The sponsorship amounts have been paid to the individuals shortly after the sponsorship request. It is not proposed to seek return of the funds, as the cost of collection would exceed the value of the support.

Townscape Incentive Grants Program

There have been no requests for Townscape Incentive Grants during the period January - March 2020.

School and Club Awards

The following requests have been approved by the Community Development Manager during the period:

School	Event	Amount
Bracknell Primary School	Presentation Night Award	\$100
Deloraine High School	Presentation Night Award	\$100
Deloraine Primary School	Presentation Night Award	\$100
Hagley Farm Primary School	Presentation Night Award	\$100
Mole Creek Primary School	Presentation Night Award	\$100
Prospect High School	Eagle Award	\$300
Westbury Primary School	Presentation Night Award	\$100
		\$900

3) Council Strategy and Policy

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

- Future Direction (3): Vibrant and engaged communities
- Future Direction (4): A healthy and safe community

The Grants assessment process was undertaken in accordance with the guidelines attached to the Community Incentive Grants Policy No 82.

4) Legislation

Local Government Act 1993: Section 77 Grants and Benefits

5) Risk Management

Not applicable.

6) Government and Agency Consultation

Not applicable.

7) Community Consultation

Advice and assistance is provided to applicants on request. The Community Grants program is communicated through community networks and the media. An Information and Guidelines Kit is available from the Council website with hard copies on hand at Council reception. A Grants Information Forum is held annually in May.

8) Financial Consideration

The awarding of grants is made within the limits of the annual budget allocation which is spread over four rounds throughout the year.

9) Alternative Recommendations

Council can elect to approve with amendment.

10) Voting Requirements

Simple Majority

DECISION:

CORPORATE SERVICES 1

Reference No.75/2020

FINANCIAL REPORTS TO 31 MARCH 2020

AUTHOR: Justin Marshall

Senior Accountant

1) Recommendation

It is recommended that Council receive the following financial reports for the period ended 31 March 2020:

- 1. Consolidated operating statement with accompanying operating statements for the key operational areas of Council.
- 2. Exception and trends report.
- 3. Capital works project expenditure to date.
- 4. Capital resealing project expenditure to date.
- 5. Capital gravelling project expenditure to date.
- 6. A summary of rates outstanding.
- 7. Cash reconciliation & investments summary.

2) Officers Report

The financial performance for nine months of the financial year is discussed in the attached Exception and Trends Report. Revenue and expenditure are within managements forecasts. We note the decision by Council on 7 April 2020 to redirect existing services to deliver a range of community assistance initiatives within the Meander Valley area in response to the COVID-19 pandemic, this is not expected to significantly affect the financial performance for the 2020-21 year.

3) Council Strategy and Policy

The Annual Plan requires the financial reports to March 2020 be presented at the April 2020 Council meeting.

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

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

4) Legislation

Not applicable.

5) Risk Management

Not applicable.

6) Government and Agency Consultation

Not applicable.

7) Community Consultation

Not applicable.

8) Financial Consideration

Not applicable.

9) Alternative Recommendations

Not applicable.

10) Voting Requirements

Simple Majority

DECISION:



	Actual 2020	Budget 2020	% of Budget
Total Council Operations			
Operating Revenue			
Rate Revenue	12,955,131	12,966,400	99.91%
Fees & User Charges	973,054	1,255,000	77.53%
Contributions & Donations	68,710	351,500	19.55%
Interest	630,501	835,600	75.45%
Grants & Subsidies	3,013,816	5,825,500	51.73%
Sale of Assets	293,683	216,000	135.96%
Other Revenue	483,542	748,700	64.58%
Total Operating Revenue	\$ 18,418,436	\$ 22,198,700	82.97%
Operating Expenditure Departments			
Governance	833,455	1,360,600	61.26%
Corporate Services	1,561,264	2,193,000	71.19%
Infrastructure Services	2,517,860	3,123,300	80.62%
Works	2,648,675	3,911,100	67.72%
Community & Development Services	1,848,866	2,637,600	70.10%
Maintenance & Working Expenses	\$ 9,410,120	\$ 13,225,600	71.15%
Interest	158,490	266,000	59.58%
Depreciation	3,816,000	5,088,000	75.00%
Payments to Government Authorities	948,636	1,264,900	75.00%
Administration Allocated	-	-	
Other Payments	97,605	286,800	34.03%
Total Operating Expenditure	\$ 14,430,851	\$ 20,131,300	71.68%
Operating Surplus/(Deficit)	\$ 3,987,585	\$ 2,067,400	



	Actual 2020	Budget 2020	% of Budget
General Administration			
Operating Revenue			
Rate Revenue	-	-	
Fees & User Charges	145,859	193,500	75.38%
Contributions & Donations	2,436	2,400	101.52%
Interest	-	-	
Grants & Subsidies	-	-	
Sale of Assets	-	-	
Other Revenue	3,450	2,300	150.01%
Total Operating Revenue	\$ 151,746	\$ 198,200	76.56%
Operating Expenditure Departments			
Governance	658,644	1,081,300	60.91%
Corporate Services	1,249,974	1,795,700	69.61%
Infrastructure Services	172,412	233,500	73.84%
Works	684	2,000	34.18%
Community & Development Services	83,172	119,900	69.37%
Maintenance & Working Expenses	\$ 2,164,885	\$ 3,232,400	66.97%
Interest	-	-	
Depreciation	163,500	218,000	75.00%
Payments to Government Authorities	-	-	
Administration Allocated	(64,907)	(86,900)	74.69%
Other Payments	25,644	34,300	74.76%
Total Operating Expenditure	\$ 2,289,122	\$ 3,397,800	67.37%
Operating Surplus/(Deficit)	(\$ 2,137,376)	(\$ 3,199,600)	66.80%



	Actual 2020	Budget 2020	% of Budget
Roads Streets and Bridges			
Operating Revenue			
Rate Revenue	-	-	
Fees & User Charges	50,908	64,800	78.56%
Contributions & Donations	-	200,000	0.00%
Interest	-	-	
Grants & Subsidies	1,894,279	3,369,900	56.21%
Sale of Assets	-	-	
Other Revenue	-	-	
Total Operating Revenue	\$ 1,945,187	\$ 3,634,700	53.52%
Operating Expenditure Departments			
Governance	-	-	
Corporate Services	-	-	
Infrastructure Services	155,057	130,600	118.73%
Works	1,372,685	2,257,500	60.81%
Community & Development Services	-	-	
Maintenance & Working Expenses	\$ 1,527,742	\$ 2,388,100	63.97%
Interest	-	-	
Depreciation	2,231,250	2,975,000	75.00%
Payments to Government Authorities	-	-	
Administration Allocated	-	-	0.000/
Other Payments	- # 2.750.002	124,200	0.00%
Total Operating Expenditure	\$ 3,758,992	\$ 5,487,300	68.50%
Operating Surplus/(Deficit)	(\$ 1,813,806)	(\$ 1,852,600)	97.91%



	Actual 2020	Budget 2020	% of Budget
Health and Community and Welfare			
Operating Revenue			
Rate Revenue	2,794,351	2,789,100	100.19%
Fees & User Charges	272,290	428,900	63.49%
Contributions & Donations	3,200	122,000	2.62%
Interest	163,520	218,000	75.01%
Grants & Subsidies	69,995	8,600	813.90%
Sale of Assets	-	-	
Other Revenue	85,617	85,900	99.67%
Total Operating Revenue	\$ 3,388,973	\$ 3,652,500	92.79%
Operating Expenditure Departments			
Governance	174,811	279,300	62.59%
Corporate Services	269,017	356,200	75.52%
Infrastructure Services	1,390,359	2,009,000	69.21%
Works	812,902	1,027,500	79.11%
Community & Development Services	687,529	1,006,900	68.28%
Maintenance & Working Expenses	\$ 3,334,617	\$ 4,678,900	71.27%
Interest	158,490	266,000	59.58%
Depreciation	588,150	784,200	75.00%
Payments to Government Authorities	948,636	1,264,900	75.00%
Administration Allocated	64,720	86,300	74.99%
Other Payments	47,480	86,600	54.83%
Total Operating Expenditure	\$ 5,142,094	\$ 7,166,900	71.75%
Operating Surplus/(Deficit)	(\$ 1,753,121)	(\$ 3,514,400)	49.88%



	Actual 2020	Budget 2020	% of Budget
Land Use Planning and Building			
Operating Revenue			
Rate Revenue	-	-	
Fees & User Charges	344,289	380,100	90.58%
Contributions & Donations	-	-	
Interest	-	-	
Grants & Subsidies	-	-	
Sale of Assets	-	-	
Other Revenue	52,996	53,800	98.51%
Total Operating Revenue	\$ 397,285	\$ 433,900	91.56%
Operating Expenditure Departments			
Governance	-	-	
Corporate Services Infrastructure Services	- 175,562	- 222,600	78.87%
Works	-	-	70.0770
Community & Development Services	776,380	1,105,700	70.22%
Maintenance & Working Expenses	\$ 951,942	\$ 1,328,300	71.67%
Interest	-	-	_
Depreciation	19,125	25,500	75.00%
Payments to Government Authorities	-	-	
Administration Allocated	-	-	
Other Payments	_	-	
Total Operating Expenditure	\$ 971,067	\$ 1,353,800	71.73%
Operating Surplus/(Deficit)	(\$ 573,782)	(\$ 919,900)	62.37%



	Actual 2020	Budget 2020	% of Budget
Recreation and Culture			
Operating Revenue			
Rate Revenue	-	-	
Fees & User Charges	159,708	187,700	85.09%
Contributions & Donations	63,073	27,100	232.74%
Interest	-	-	
Grants & Subsidies	265,656	240,000	110.69%
Sale of Assets	264,998	216,000	122.68%
Other Revenue	4,903	-	
Total Operating Revenue	\$ 758,338	\$ 670,800	113.05%
Operating Expenditure Departments Governance			
Corporate Services	30,014	33,800	88.80%
Infrastructure Services	593,958	519,900	114.24%
Works	685,003	990,100	69.19%
Community & Development Services	301,785	411,600	73.32%
Maintenance & Working Expenses	\$ 1,610,760	\$ 1,955,400	82.37%
Interest	-	-	
Depreciation	527,775	703,700	75.00%
Payments to Government Authorities	-	-	
Administration Allocated	-	-	
Other Payments	23,629	41,700	56.66%
Total Operating Expenditure	\$ 2,162,164	\$ 2,700,800	80.06%
Operating Surplus/(Deficit)	(\$ 1,403,826)	(\$ 2,030,000)	69.15%



	Actual 2020	Budget 2020	% of Budget
Unallocated and Unclassified			
Operating Revenue			
Rate Revenue	10,160,780	10,177,300	99.84%
Fees & User Charges	-	-	
Contributions & Donations	-	-	
Interest	466,981	617,600	75.61%
Grants & Subsidies	783,886	2,207,000	35.52%
Sale of Assets	28,685	-	
Other Revenue	336,576	606,700	55.48%
Total Operating Revenue	\$ 11,776,907	\$ 13,608,600	86.54%
Operating Expenditure Departments			
Governance	-	-	4.67.0.40/
Corporate Services	12,259	7,300	167.94%
Infrastructure Services	30,512	7,700	396.26%
Works	(222,600)	(366,000)	60.82%
Community & Development Services	- (f. 170 020)	(6,500)	0.00%
Maintenance & Working Expenses Interest	(\$ 179,828)	(\$ 357,500)	50.30%
Depreciation	- 286,200	- 381,600	75.00%
Payments to Government Authorities	200,200	301,000	73.00%
Administration Allocated	187	600	31.13%
Other Payments	852	-	51.1570
Total Operating Expenditure	\$ 107,411	\$ 24,700	434.86%
Operating Surplus/(Deficit)	\$ 11,669,496	\$ 13,583,900	85.91%

OPERATING STATEMENT - EXCEPTION & TRENDS REPORT

Consolidated Operating Statement

The Operating Statement for the first nine months of the financial year is within management's forecasts. The COVID-19 pandemic has not had a material impact on Council's financial performance up to the end of March. Various staff departures over the last six months have caused expenses in some areas to be slightly below budget. There are other exceptions from Council's budget adopted in June 2019 which are discussed further in the Analysis by Function section.

REVENUE

Rate Revenue – All Rate Revenue is recognised for the year with only additional rates received on supplementary valuations between now and the financial year end to be included. The rate debtor balances outstanding at 31 March 2020 appears in Report 6.

Fees & User Charges – Is within budget but is expected to be slightly below budget at year end due to COVID-19 measures.

Contributions & Donations – Is well below budget however when new subdivision assets taken over by Council are recognised at financial year end, is expected to be within budget.

Interest – Is within budget and is expected to remain within budget at year end. Interest rates have declined during the financial year to be below the anticipated rate of return.

Grants & Subsidies – Is below budget expectations, due primarily to the timing of grant receipts and the prepayment of 50% of the 2019/20 Financial Assistance Grants allocation in 2018/19. This is expected to be within budget by year end.

Sale of Assets – Includes the disposal of the Mace Street reserve at Prospect Vale, with the net profit from the disposal being slightly above expectations. Also includes a small profit on the disposal of 333 Westbury Road, Prospect Vale, which was not budgeted for.

Other Revenue – Relates primarily to TasWater distributions, it is uncertain at this stage whether the full amount of budgeted distribution will be received by year end.

EXPENSES

Departments

Governance – below budget expectations
Corporate Services – within budget expectations
Infrastructure Services – slightly above budget expectations
Works – slightly below budget expectations
Community & Development Services – within budget expectations

Interest – Three of the four annual Tascorp loan interest instalments have been incurred. The annual recognition for unwinding of the Westbury and Deloraine tip rehabilitation provisions will be accounted for at year end which has caused this item to be slightly under budget.

Depreciation – Is accurately calculated and accounted for at year end however a proportionate amount (75%) of the budget has been allocated for the purposes of the Operating Statement.

Payments to Government Authorities – Three of the four annual instalments for the Fire Levy have been incurred to March.

Other Payments – Is below budget. This item is largely notional accounting values of infrastructure assets written off upon reconstruction or disposal, this is accounted for as part of the year end procedures. The Tasmanian Audit Office fees and Community Grants are also recognised in Other Payments. This item is expected to be within budget at year end.

ANALYSIS BY FUNCTION

Administration

Revenue	\$ 151,746	76.56 %
Expenses	\$ 2,289,122	67.37 %

Revenue is within budget to March, primarily due to the level of property sales related activities including the 337 property certificate fees income in Fees & User Charges.

Administration expenditure is slightly below budget expectations to this point of the year. Expenses for *Community & Development Services* include employee expenses required to prepare the 337 certificates. Expenses for *Governance* include annual LGAT subscription, contribution to NRM TEER Program and unbudgeted expenses associated with the recruitment of the new General Manager. Expenses for *Governance* and *Corporate Services* are below budget primarily due to the General Manager position being vacant for approximately four months of the year.

Roads, Streets and Bridges

Revenue	\$ 1,945,187	53.52 %
Expenses	\$ 3,758,992	68.50 %

Fees & User Charges income is the annual heavy vehicle licence fees distribution from the State Government, which was below expectations. Grants & Subsidies is under budget primarily due to the prepayment of 50% of the 2019/20 Grants Commission allocation in 2018/19. Contributions & Donations includes subdivision road assets taken over from developers and is expected to be in line with budget when accounted for at year end.

Roads & Streets maintenance expenditure is below budget but expected to be within budget expectations by year end. Bridge maintenance expenditure is within budget expectations for the year. Other Payments are budgeted amounts for road and bridge infrastructure that is written off upon reconstruction or disposal, this will be accounted for at financial year end.

Health, Community and Welfare

Revenue	\$ 3,388,973	92.79 %
Expenses	\$ 5,142,094	71.75 %

Revenue is well above budget to date, due to the full recognition of all Waste Management Service Charges and Fire Levies for the year. The Contributions & Donations income will increase to be within budget once stormwater infrastructure assets from new subdivisions are recognised and contributions from community cars are accounted for at year end. Interest income includes three interest payments received from Aged Care Deloraine. A corresponding expense is shown in interest expenses for Council's funds on paid to Tascorp. Grants & Subsidies revenue includes \$50,000 received for Meander Valley Road, Hadspen, which was not budgeted. Other Revenue includes insurance proceeds of \$19,470 for damages at the Deloraine Train Park toilets.

ANALYSIS BY FUNCTION

Expenditure overall is within budget expectations to this point of the year. *Governance* is below budget due to the timing of contributions to various regional projects. *Infrastructure* is slightly below budget, partly due to the timing of tip management fees and street lighting charges.

Payments to Government Authorities is the State Fire Levy, three of the four instalments have been paid to March. Interest Expense is payments to Tascorp as described above however also includes a budget for the accounting transactions of unwinding the liability for Council to rehabilitate tip sites at Cluan and Deloraine, which will be calculated at year end.

Land Use Planning & Building

Revenue	\$ 397,285	91.56 %
Expenses	\$ 971,067	71.73 %

Fees & User Charges are development approval and building approval fees which have exceeded expectations to date. Other Revenue includes plumbing surveying services provided to Northern Midlands Council, which are above budget expectations.

Community & Development Services expenditure is slightly below budget due to expenditure on consultants and training being less than expected to date. Legal Fees incurred to date are above budget for the year.

Recreation and Culture

Revenue	\$ 758,338	113.05 %
Expenses	\$ 2,162,164	80.06 %

Contributions from property developers in lieu of public open space due to subdivision activity has significantly exceeded budget. Grants & Subsidies is funds received from the State Government towards Westbury Recreation Ground Function Centre and Cricket Block renewal. Sale of Assets is above budget as the net profit from the disposal of the Mace Street reserve in Prospect Vale was slightly more than expected.

Overall expenditure is within budget. *Infrastructure* expenditure is significantly over budget, primarily due to work at the Deloraine Recreation Ground. Other Payments include community grants in the recreation area.

Unallocated & Unclassified

Revenue	\$ 11,776,907	86.54 %
Expenses	\$ 107,411	434.86 %

Rate Revenue is the general rates component of the rates raised for the year. Interest income is within budget expectations. The first three instalments of Financial Assistance Grants from the State Grants Commission have been received, however this is significantly below budget due to the prepayment of 50% of the 2019/20 Grants allocation in 2018/19. Other Revenue includes Council's ownership distributions from TasWater with \$278,000 received to date, however at this stage it is not certain that the full amount of \$556,000 will be received by year end.

Departmental expenditure is principally accounting entries to balance depreciation across the functions of Council and gravel inventory allocations. This expenditure will trend closer to budget at year end.



08-Apr-2020 03:00:13	Prior Year Expenditure	Current Year Expenditure	Total Expenditure	Total Budget	Variance Amount	Percentage of Total Budget
Administration						
100 - Administration						
5043 Council Chambers - Office Expansion & Foyer Refurbishment	\$354	\$53,380	\$53,734	\$450,000	-\$396,266	11.94%
5101 Workstations and Peripherals	\$0	\$23,650	\$23,650	\$29,000	-\$5,350	81.55%
5102 Network Infrastructure	\$0	\$11,310	\$11,310	\$35,000	-\$23,690	32.32%
5109 Networked Copiers and Printers	\$0	\$0	\$0	\$17,000	-\$17,000	0.00%
5111 Software and Upgrades	\$0	\$21,556	\$21,556	\$84,500	-\$62,944	25.51%
5115 Conquest Software Upgrade 14/15	\$6,908	\$7,296	\$14,205	\$45,000	-\$30,795	31.57%
5127 MVC Website Upgrade 17/18	\$15,211	\$3,018	\$18,229	\$15,000	\$3,229	121.52%
5129 Municipal Revaluation 18/19	\$0	\$22,641	\$22,641	\$67,000	-\$44,359	33.79%
5130 Great Western Tiers Websites Upgrade 18/19	\$6,250	\$7,300	\$13,550	\$15,000	-\$1,450	90.33%
5131 Yarns Exhibition Lighting Replacement	\$0	\$16,572	\$16,572	\$25,400	-\$8,829	65.24%
100 - Administration Sub Total	\$28,724	\$166,724	\$195,447	\$782,900	-\$587,453	24.96%
100 - Administration Sub Total	\$28,724	\$166,724	\$195,447	\$782,900	-\$587,453	24.96%
Roads Streets and Bridges						
201 - Roads and Streets						
5620 Whiteleys Rd - Meander 18/19	\$0	\$18,635	\$18,635	\$30,500	-\$11,865	61.10%
5692 Gibsons Rd - Selbourne	\$0	\$16,535	\$16,535	\$16,500	\$35	100.21%
5802 Louisa St - Bracknell	\$0	\$1,255	\$1,255	\$40,000	-\$38,745	3.14%
5810 Elizabeth St - Bracknell	\$0	\$1,498	\$1,498	\$20,000	-\$18,502	7.49%
5825 Emu Bay Rd - Deloraine	\$0	\$60,792	\$60,792	\$60,000	\$792	101.32%
5829 Morrison St - Deloraine 17/18	\$0	\$0	\$0	\$45,600	-\$45,600	0.00%
5851 Moriarty St - Deloraine	\$0	\$26,905	\$26,905	\$27,000	-\$95	99.65%



08-Ap	r-2020 03:00:13	Prior Year Expenditure	Current Year Expenditure	Total Expenditure	Total Budget	Variance Amount	Percentage of Total Budget
5855	Westbury PI East - Deloraine	\$0	\$59,536	\$59,536	\$60,000	-\$464	99.23%
5857	East Church St - Deloraine 18/19	\$5,660	\$18,673	\$24,333	\$24,600	-\$267	98.92%
5860	Beefeater St - Deloraine 18/19	\$4,157	\$36,575	\$40,732	\$57,000	-\$16,268	71.46%
5880	Foote St - Hadspen	\$0	\$10,305	\$10,305	\$15,000	-\$4,695	68.70%
5888	Winifred Jane Cres - Hadspen	\$0	\$26,585	\$26,585	\$25,000	\$1,585	106.34%
5894	Country Club Av - Prospect Vale 18/19	\$7,635	\$6,804	\$14,439	\$80,000	-\$65,561	18.05%
5930	Chris St Clifton To End - Prospect Vale	\$0	\$0	\$0	\$65,000	-\$65,000	0.00%
5958	Kelsey Rd - Blackstone Heights	\$0	\$60,547	\$60,547	\$45,000	\$15,547	134.55%
5983	Old Bass Highway, Westbury 16/17	\$0	\$312,623	\$312,623	\$250,000	\$62,623	125.05%
5984	Old Bass Highway - Carrick 18/19	\$10,787	\$185,839	\$196,627	\$180,000	\$16,627	109.24%
6102	Blackstone Rd - Blackstone Heights 16/17	\$7,737	\$6,285	\$14,021	\$110,000	-\$95,979	12.75%
6141	Dunorlan Rd - Dunorlan	\$0	\$65,962	\$65,962	\$66,100	-\$138	99.79%
6198	R2R 2020 Osmaston Rd - Osmaston	\$0	\$770,158	\$770,158	\$715,000	\$55,158	107.71%
6219	Pateena Rd - Travellers Rest	\$0	\$35,508	\$35,508	\$40,000	-\$4,492	88.77%
6224	Weegena Rd - Weegena	\$0	\$49,978	\$49,978	\$120,000	-\$70,022	41.65%
6228	Dexter St- Jones To Five Acre - Westbury 18/19	\$680	\$68,802	\$69,481	\$55,000	\$14,481	126.33%
6229	Marriott St Moore To Lyttleton St 18/19	\$1,160	\$42,066	\$43,226	\$55,000	-\$11,774	78.59%
6234	King St Mary To Marriott St - Westbury	\$0	\$4,966	\$4,966	\$35,000	-\$30,034	14.19%
6259	R2R 2020 Railton Rd - Kimberley	\$0	\$154,180	\$154,180	\$200,000	-\$45,820	77.09%
6276	Westbury Rd - Prospect: Transport Study Projects	\$0	\$0	\$0	\$459,500	-\$459,500	0.00%
6283	Westbury Rd - Cycling Lanes 13/14	\$21,055	\$0	\$21,055	\$50,000	-\$28,945	42.11%
6284	New Footpath Developments - Westbury 15/16	\$0	\$0	\$0	\$30,700	-\$30,700	0.00%
6285	New Footpath Developments - Blackstone 17/18	\$108,993	\$767,438	\$876,431	\$884,000	-\$7,569	99.14%
6288	Westbury Rd - PVP Entrance Roundabout 15/16	\$94,701	\$733,991	\$828,692	\$1,200,000	-\$371,308	69.06%
6289	Mt Leslie Rd - St Patricks Parking Improvements 16/17	\$60,297	\$266,638	\$326,935	\$215,000	\$111,935	152.06%
6695	Nutt Street - Deloraine	\$0	\$72,702	\$72,702	\$73,000	-\$298	99.59%
	201 - Roads and Streets Sub Total	\$322,861	\$3,881,781	\$4,204,642	\$5,349,500	-\$1,144,858	78.60%



08-Ap	r-2020 03:00:13	Prior Year Expenditure	Current Year Expenditure	Total Expenditure	Total Budget	Variance Amount	Percentage of Total Budget
210 - 1	Bridges	F	,	•	.		
5249	Warners Creek Sugarloaf Road	\$51	\$154,623	\$154,675	\$240,000	-\$85,325	64.45%
5277	Burnies Creek Sugarloaf Road	\$39	\$62,280	\$62,319	\$97,800	-\$35,481	63.72%
5278	Spearhill Creek Quamby Brook Road	\$129	\$38,590	\$38,718	\$38,800	-\$82	99.79%
5283	Bluff Creek Bogan Road	\$0	\$0	\$0	\$400	-\$400	0.00%
5294	Jackeys Creek Williams Road	\$39	\$154,416	\$154,455	\$240,000	-\$85,545	64.36%
5297	Leiths Creek Barbers Road 18/19	\$7,647	\$154,708	\$162,355	\$160,000	\$2,355	101.47%
5320	Brady Creek Tribulet Maloneys Road	\$39	\$116,393	\$116,431	\$190,000	-\$73,569	61.28%
5322	Limestone Creek Walters Road 18/19	\$106,478	\$79,332	\$185,810	\$186,000	-\$190	99.90%
5342	Chittys Creek Barbers Road	\$39	\$127,123	\$127,161	\$190,000	-\$62,839	66.93%
5352	Ritchies Creek Botts Road 18/19	\$4,928	\$117,342	\$122,270	\$130,000	-\$7,730	94.05%
5358	Reids Creek Rayey Road	\$26	\$105,347	\$105,373	\$235,000	-\$129,627	44.84%
5363	Allsops Creek Bankton Road	\$0	\$0	\$0	\$1,900	-\$1,900	0.00%
5364	Dalebrook River Bankton Road	\$0	\$0	\$0	\$100	-\$100	-0.01%
5365	Western Creek Bankton Road	\$0	\$0	\$0	\$4,500	-\$4,500	0.00%
	210 - Bridges Sub Total	\$119,413	\$1,110,154	\$1,229,567	\$1,714,500	-\$484,933	71.72%
	200 - Roads Streets and Bridges Sub Total	\$442,275	\$4,991,934	\$5,434,209	\$7,064,000	-\$1,629,791	76.93%
Healt	th and Community Welfare						
315 - 0	Cemeteries						
6303	Mole Creek Lawn Cemetery Concrete Slabs	\$0	\$6,897	\$6,897	\$7,000	-\$103	98.53%
6308	Deloraine Lawn Cemetery Shelter 16/17	\$1,273	\$21,904	\$23,177	\$43,700	-\$20,523	53.04%
	315 - Cemeteries Sub Total	\$1,273	\$28,801	\$30,074	\$50,700	-\$20,626	59.32%



08-Apr-2020 03:00:13		Prior Year Expenditure	Current Year Expenditure	Total Expenditure	Total Budget	Variance Amount	Percentage of Total Budget
316 - Community Amenities							
6526 Hagley Rec Ground - Rep	lace Septic Tank & Pump	\$0	\$3,420	\$3,420	\$20,000	-\$16,580	17.10%
3	16 - Community Amenities Sub Total	\$0	\$3,420	\$3,420	\$20,000	-\$16,580	17.10%
321 - Tourism & Area Promotio	n						
7801 GWTVIC - Ground works	18/19	\$0	\$0	\$0	\$15,000	-\$15,000	0.00%
7831 Folk Museum - Rising Da	mp Corrective Works 17/18	\$58,679	\$3,786	\$62,465	\$100,000	-\$37,535	62.47%
321 -	Tourism & Area Promotion Sub Total	\$58,679	\$3,786	\$62,465	\$115,000	-\$52,535	54.32%
335 - Household Waste							
6602 Westbury Land fill Site - 0	Cell Expansion	\$33,857	\$1,032	\$34,889	\$160,800	-\$125,911	21.70%
6605 Mobile Garbage Bins		\$0	\$40,220	\$40,220	\$41,400	-\$1,180	97.15%
6611 Mobile Organics Bins		\$0	\$0	\$0	\$300,000	-\$300,000	0.00%
	335 - Household Waste Sub Total	\$33,857	\$41,252	\$75,108	\$502,200	-\$427,092	14.96%
351 - Storm Water Drainage							
6436 Panorama Rd Blackstone	Stormwater 18/19	\$8,178	\$105,165	\$113,343	\$150,000	-\$36,657	75.56%
6445 Beefeater St (South) Delo	raine - Stormwater	\$0	\$9,233	\$9,233	\$0	\$9,233	0.00%
6456 Church St Carrick Stormw	ater	\$0	\$47,443	\$47,443	\$47,400	\$43	100.09%
6470 William St Westbury - Sto	rmwater	\$0	\$1,945	\$1,945	\$120,000	-\$118,055	1.62%
6483 Taylor St, Westbury Storn	nwater 18/19	\$3,103	\$3,695	\$6,798	\$130,000	-\$123,202	5.23%
6495 Urban Stormwater Draina	ge – Program Budget	\$0	\$0	\$0	\$71,500	-\$71,500	0.00%
6496 Open Drain Program, Blac	5	\$0	\$0	\$0	\$34,000	-\$34,000	0.00%
6498 Open Drain Program, We	stbury	\$0	\$0	\$0	\$23,500	-\$23,500	0.00%
6856 Mary St, Westbury - Storr		\$0	\$13	\$13	\$70,000	-\$69,987	0.02%
6860 Peyton St, Westbury - Sto	rmwater	\$0	\$4,414	\$4,414	\$4,400	\$14	100.32%
6861 Main Rd, Meander - Storr	nwater	\$0	\$52,260	\$52,260	\$50,000	\$2,260	104.52%



08-Apr-2020 03:00:13	Prior Year Expenditure	Current Year Expenditure	Total Expenditure	Total Budget	Variance Amount	Percentage of Total Budget
6862 Emma St, Bracknell - Stormwater	\$0	\$0	\$0	\$30,000	-\$30,000	0.00%
6863 Beefeater St (North) Deloraine - Stormwater	\$0	\$13,190	\$13,190	\$0	\$13,190	0.00%
351 - Storm Water Drainage Sub Total	\$11,282	\$237,358	\$248,640	\$730,800	-\$482,160	34.02%
300 - Health and Community Welfare Sub Total	\$105,090	\$314,618	\$419,708	\$1,418,700	-\$998,992	29.58%
Recreation and Culture						
505 - Public Halls						
7428 Bracknell Hall - Bracing Building Structure 16/17	\$14,731	\$18,458	\$33,189	\$435,000	-\$401,811	7.63%
7446 Carrick Hall - Carpark Improvements 20/21	\$0	\$0	\$0	\$15,000	-\$15,000	0.00%
505 - Public Halls Sub Total	\$14,731	\$18,458	\$33,189	\$450,000	-\$416,811	7.38%
515 - Swimming Pools and Other						
8817 Deloraine Pool - Chlorine Dosing & Heating Unit	\$0	\$89,670	\$89,670	\$83,000	\$6,670	108.04%
515 - Swimming Pools and Other Sub Total	\$0	\$89,670	\$89,670	\$83,000	\$6,670	108.04%
525 - Recreation Grounds & Sports Facilities						
7616 Deloraine Rec Ground - Drainage	\$0	\$0	\$0	\$25,000	-\$25,000	0.00%
7668 Westbury Rec Ground - Building Design & Upgrade 14/15	\$670,484	\$1,577,929	\$2,248,413	\$2,276,900	-\$28,487	98.75%
7671 PVP Development Plan - Future Projects	\$0	\$0	\$0	\$326,500	-\$326,500	0.00%
7688 Deloraine Community Complex - Female Changeroom Refurb.	\$5,038	\$0	\$5,038	\$110,000	-\$104,962	4.58%
7690 Deloraine Community Complex - Netball Courts	\$0	\$28,101	\$28,101	\$28,300	-\$199	99.30%
7691 Westbury Rec Ground - Cricket Block Renewal	\$0	\$51,141	\$51,141	\$50,000	\$1,141	102.28%
7693 PVP New Pathway	\$0	\$27,473	\$27,473	\$27,400	\$73	100.27%



08-Apr-2020 03:00:13	Prior Year Expenditure	Current Year Expenditure	Total Expenditure	Total Budget	Variance Amount	Percentage of Total Budget
7694 DCC & Deloraine Football Club - Grease Trap Installation	\$0	\$553	\$553	\$35,000	-\$34,447	1.58%
7695 Deloraine Community Complex - Squash Courts	\$0	\$9,819	\$9,819	\$0	\$9,819	0.00%
7696 Deloraine Pump Track	\$0	\$17,734	\$17,734	\$20,000	-\$2,266	88.67%
7697 Facility Management – Booking & Keyless Access	\$0	\$1,513	\$1,513	\$0	\$1,513	0.00%
525 - Recreation Grounds & Sports Facilities Sub Total	\$675,522	\$1,714,263	\$2,389,785	\$2,899,100	-\$509,315	82.43%
545 - Sundry Cultural Activities						
7908 MVPAC Roof Renewal	\$0	\$62,714	\$62,714	\$63,000	-\$286	99.55%
7909 MVPAC Foyer Improvements 18/19	\$6,409	\$66,681	\$73,091	\$145,000	-\$71,909	50.41%
545 - Sundry Cultural Activities Sub Total	\$6,409	\$129,395	\$135,805	\$208,000	-\$72,195	65.29%
565 - Parks and Reserves						
8020 Bordin St Reserve - Park Improvements 18/19	\$5,715	\$7,940	\$13,655	\$10,000	\$3,655	136.55%
8023 Las Vegas Drive Reserve - Playground Renewal	\$0	\$414	\$414	\$10,000	-\$9,586	4.14%
8044 Blackstone Park - Playground Equipment 18/19	\$51,308	\$48,772	\$100,080	\$100,000	\$80	100.08%
8053 Blackstone Park - Sale of Public Land 16/17	\$6,190	\$0	\$6,190	\$0	\$6,190	0.00%
8059 Winifred Jane Cres Hadspen - Playground Upgrade 18/19	\$247	\$0	\$247	\$10,000	-\$9,753	2.47%
8079 Hadspen Lions Park - Erosion Control & Landscaping 17/18	\$43,042	\$0	\$43,042	\$50,000	-\$6,958	86.08%
8097 Kimberley Township Improvements 18/19	\$2,345	\$0	\$2,345	\$10,000	-\$7,655	23.45%
8098 Coronea Court, Hadspen - Renew Playground 18/19	\$17,322	\$16,761	\$34,082	\$35,000	-\$918	97.38%
8099 Poets Place Reserve, Hadspen - Divest Land 18/19	\$190	\$0	\$190	\$5,000	-\$4,810	3.79%
8100 Hadspen Bull Run - Seating & Shade 18/19	\$1,363	\$24,125	\$25,488	\$25,000	\$488	101.95%
8101 Chris St Reserve, Prospect - Divest Land 18/19	\$59	\$0	\$59	\$5,000	-\$4,941	1.18%
8102 Blackstone Park Drive - Install Speed Humps	\$0	\$589	\$589	\$15,000	-\$14,411	3.92%
565 - Parks and Reserves Sub Total	\$127,780	\$98,600	\$226,379	\$275,000	-\$48,621	82.32%
500 - Recreation and Culture Sub Total	\$824,442	\$2,050,386	\$2,874,828	\$3,915,100	-\$1,040,272	73.43%



08-Apr-2020 03:00:13	Prior Year Expenditure	Current Year Expenditure	Total Expenditure	Total Budget	Variance Amount	Percentage of Total Budget
Unallocated and Unclassified	Lxpenatture	Expenditure	Expenditure	Бийдег	Amount	rotat Baaget
625 - Management and Indirect O/Heads						
8803 Minor Plant Purchases	\$0	\$57,119	\$57,119	\$40,900	\$16,219	139.66%
8818 Works Depot Land Purchase	\$0	\$48,400	\$48,400	\$750,000	-\$701,600	6.45%
625 - Management and Indirect O/Heads Sub Total	\$0	\$105,519	\$105,519	\$790,900	-\$685,381	13.34%
655 - Plant Working						
8724 Ute Replacement (Plant 209)	\$0	\$29,526	\$29,526	\$25,000	\$4,526	118.10%
8734 Backhoe Replacement (No. 310) 18/19	\$0	\$124,290	\$124,290	\$110,000	\$14,290	112.99%
8762 Tip Truck (No. 910)	\$0	\$0	\$0	\$105,000	-\$105,000	0.00%
8763 Mower (No. 626)	\$0	\$30,395	\$30,395	\$30,000	\$395	101.32%
655 - Plant Working Sub Total	\$0	\$184,211	\$184,211	\$270,000	-\$85,789	68.23%
675 - Other Unallocated Transactions						
8707 Fleet Vehicle Purchases	\$0	\$10,118	\$10,118	\$116,700	-\$106,582	8.67%
8764 6-8 Emu Bay Road, Deloraine - Divest Property	\$0	\$1,234	\$1,234	\$0	\$1,234	0.00%
675 - Other Unallocated Transactions Sub Total	\$0	\$11,352	\$11,352	\$116,700	-\$105,348	9.73%
600 - Unallocated and Unclassified Sub Total	\$0	\$301,082	\$301,082	\$1,177,600	-\$876,518	25.57%
Total Capital Project Expenditure	\$1,400,530	\$7,824,744	\$9,225,274	\$14,358,300	-\$5,133,026	64.25%

Capital Resealing Report



2020 Financial Year

07-Apr-2020 20:25:36

		Total Expenditure	Total Budget	Variance Amount	Percentage of Total Budget
Road	s Streets and Bridges		-		_
201 - 1	Roads and Streets				
5653	Long Ridge Rd - Montana	\$1,736	\$0	\$1,736	0.00%
5779	Monds Lne - Carrick 15/16	\$8,462	\$0	\$8,462	0.00%
5814	Arthur St - Carrick	\$762	\$0	\$762	0.00%
5817	Church St - Carrick	\$6,562	\$0	\$6,562	0.00%
5821	Liffey St - Carrick	\$1,915	\$0	\$1,915	0.00%
5894	Country Club Av - Prospect Vale 18/19	\$592	\$0	\$592	0.00%
5905	Jupiter Ct - Prospect Vale	\$1,117	\$0	\$1,117	0.00%
5909	Angela Ct - Prospect Vale	\$1,441	\$0	\$1,441	0.00%
5926	Richard St - Prospect Vale	\$158,745	\$0	\$158,745	0.00%
5951	Crockford Ct - Prospect Vale	\$1,167	\$0	\$1,167	0.00%
6106	Oaks Rd - Bracknell	\$19,794	\$0	\$19,794	0.00%
6131	Barra Rd - Deloraine	\$1,524	\$0	\$1,524	0.00%
6151	Exton Rd- Exton	\$4,919	\$0	\$4,919	0.00%
6154	Brodies Rd - Golden Valley	\$3,719	\$0	\$3,719	0.00%
6155	Golden Valley - Golden Valley	\$17,052	\$0	\$17,052	0.00%
6194	Railton Main Road - Moltema	\$133,244	\$0	\$133,244	0.00%
6198	R2R 2020 Osmaston Rd - Osmaston	\$40,622	\$0	\$40,622	0.00%
6208	Bogan Rd - Quamby Brook	\$35,201	\$0	\$35,201	0.00%
6299	Reseals General Budget Allocation	\$0	\$1,320,200	-\$1,320,200	0.00%
	201 - Roads and Streets Sub Total	\$438,573	\$1,320,200	-\$881,627	33.22%
Сар	ital Resealing Projects - Grand Total	\$438,573	\$1,320,200	-\$881,627	33.22%

Capital Gravelling Report



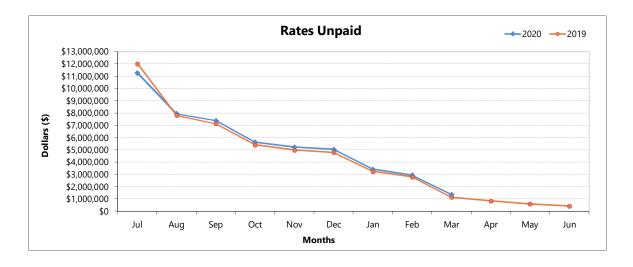
2020 Financial Year

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		Total Expenditure	Total Budget	Variance Amount	Percentage of Total Budget
Road	s Streets and Bridges	•	J		-
201 -	Roads and Streets				
5585	Wiiteena Rd - Jackeys Marsh	\$25,450	\$0	\$25,450	0.00%
5586	Sugar Loaf Rd - Jackeys Marsh	\$57,033	\$0	\$57,033	0.00%
5631	Harrisons - Mole Creek	\$2,625	\$0	\$2,625	0.00%
5644	Brooklyn Rd - Moltema	\$8,054	\$0	\$8,054	0.00%
5651	Brocks - Montana	\$20,171	\$0	\$20,171	0.00%
5653	Long Ridge Rd - Montana	\$46,789	\$0	\$46,789	0.00%
5799	Gravel Resheeting General Budget Alloc	\$0	\$267,300	-\$267,300	0.00%
	201 - Roads and Streets Sub Total	\$160,121	\$267,300	-\$107,179	59.90%
	Capital Gravelling Expenditure Total	\$160,121	\$267,300	-\$107,179	59.90%

Meander Valley Rates Report as at 31/03/2020

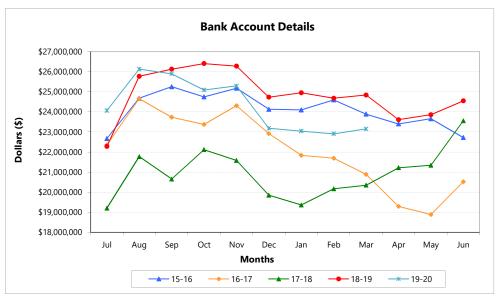
		2020		2019
Rate Balance Carried Forward from previous Year	\$	418,300	\$	377,074
2019/20 Rates Raised	\$	12,952,839	\$	12,526,914
Interest	\$	44,328	\$	42,606
Rate Adjustments	\$	39,340	\$	21,495
Payments Received	-\$	12,098,695	-\$	11,828,823
Rates Control Account Balance	\$	1,356,112	\$	1,139,266
% of Rates Unpaid		10.11%		8.80%



Meander Valley Council Cash Reconciliation as at 31-March-2020

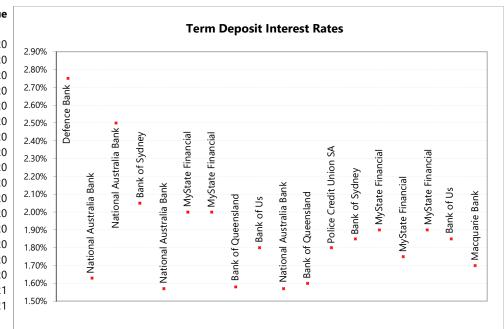
		2019-20		2018-19
Balance Carried Forward from previous Year	\$	24,549,378	\$	23,554,799
Add Deposits	\$	19,418,721	\$	17,906,730
Less Payments	-\$	20,820,247	-\$	16,622,793
Balance as per Bank Account	\$	23,147,853	\$	24,838,736

Made up of:	Amount	Interest Rate
Cash at Bank	851,291	0.00%
Westpac Bank Cash Management Account	559,906	0.75%
Commonwealth Bank at Call Account	1,661,023	0.75%
National Bank	4,035,246	1.57-2.50%
Macquarie Bank	1,010,021	1.70%
Defence Bank	1,056,592	2.75%
MyState Financial	5,390,195	1.75-2.00%
Bank of Us	2,544,250	1.80-1.85%
Bank of Sydney	2,009,763	1.85-2.05%
Bank of Queensland	2,008,425	1.58-1.60%
Police Credit Union SA	2,021,142	1.80%
	\$ 23,147,853	
Less expenditure commitments:		
2020 Operating expenditure outstanding	-4,428,449	
2020 Capital expenditure outstanding	-6,213,199	
Add assets:		
2020 Operating income outstanding	3,780,264	
2020 Estimated rate debtors outstanding	1,356,112	
Part 5 agreement amounts receivable	909,564	
2019 Audited loans receivable	3,762,000	
Less liabilities:		
2019 Audited tip rehabilitation	-4,117,984	
2019 Audited employee leave provisions	-1,761,476	
2019 Audited loans payable	-3,600,000	
Adjusted Cash Balance	\$ 12,834,685	



Date: 31-March-2020

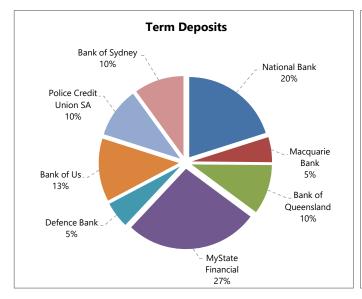
Institution	Deposit	Rate %	Entered	Due
Defence Bank	1,056,592	2.75%	8/04/2019	8/04/2020
National Australia Bank	1,012,685	1.63%	8/10/2019	8/04/2020
National Australia Bank	1,000,000	2.50%	24/04/2019	24/04/2020
Bank of Sydney	1,000,000	2.05%	30/10/2019	28/04/2020
National Australia Bank	1,012,284	1.57%	7/11/2019	7/05/2020
MyState Financial	1,069,245	2.00%	12/12/2019	12/05/2020
MyState Financial	1,069,245	2.00%	15/12/2019	15/05/2020
Bank of Queensland	1,008,425	1.58%	21/11/2019	19/05/2020
Bank of Us	1,544,250	1.80%	28/11/2019	28/05/2020
National Australia Bank	1,010,278	1.57%	24/12/2019	24/06/2020
Bank of Queensland	1,000,000	1.60%	8/01/2020	6/07/2020
Police Credit Union SA	2,021,142	1.80%	13/01/2020	13/07/2020
Bank of Sydney	1,009,763	1.85%	20/01/2020	17/08/2020
MyState Financial	1,195,871	1.90%	28/08/2019	28/08/2020
MyState Financial	1,055,835	1.75%	2/03/2020	2/09/2020
MyState Financial	1,000,000	1.90%	4/09/2019	4/09/2020
Bank of Us	1,000,000	1.85%	18/03/2020	18/01/2021
Macquarie Bank	1,010,021	1.70%	31/03/2020	31/03/2021
	\$ 20,075,633			

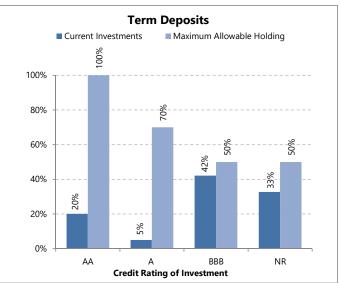


Average Interest Rate 1.88%

Term Deposits with institutions

	Credit	
Institution	Rating	Amount
National Bank	AA	4,035,246
Macquarie Bank	Α	1,010,021
Bank of Queensland	BBB	2,008,425
MyState Financial	BBB	5,390,195
Defence Bank	BBB	1,056,592
Bank of Us	NR	2,544,250
Police Credit Union SA	NR	2,021,142
Bank of Sydney	NR	2,009,763
	_	\$ 20,075,633





CORPORATE SERVICES 2

Reference No. 76/2020

NEW POLICY NO. 92 – FINANCIAL HARDSHIP ASSISTANCE

AUTHOR: Jonathan Harmey

Director Corporate Services

1) Recommendation

It is recommended that Council adopt Policy 92 Financial Hardship Assistance as follows:

POLICY MANUAL

Policy Number: 92 Financial Hardship Assistance

Purpose: The purpose of this policy is to enable Council to

provide assistance to community members who are suffering financial hardship by providing an appropriate level of relief from Local Government

rates.

Department: Corporate Services

Author: Jonathan Harmey, Director

Council Meeting Date: 21 April 2020

Minute Number: xx/2020

Next Review Date: April 2024

POLICY

1. Objective

This policy is developed and implemented during the 2020 COVID-19 coronavirus pandemic. To respond to the disease, governments around the world are shutting down social activities and interaction to prevent transmission, which is necessarily causing significant impacts on many economic activities and transactions. As a result, many people have lost jobs, their clients or their business, destroying incomes and spending. Council is determined to assist

those most critically impacted by the economic slowdown caused by the pandemic with a robust and fair hardship policy.

Despite this, serious financial hardship can occur at any time, so this policy is designed to address a range of circumstances.

2. Scope

This policy applies to ratepayers experiencing genuine and serious financial hardship and needing assistance to meet both their basic needs and their rate payment obligations to Council. It is not intended to be used to maintain financial positions for those who do not need it and are not genuinely impacted by serious financial hardship.

This policy applies only to Council rates and charges levied in accordance with Part 9 – Rates and Charges of the *Local Government Act 1993*. This policy does not apply to rates or fees collected on behalf of other authorities in accordance with section 88 of the *Local Government Act 1993*, such as fire service contributions collected pursuant to section 79B of the *Fire Service Act 1973*.

3. Principles

This policy will be applied in accordance with the following principles:

- 3.1 Consistent, equitable and respectful treatment of all residents and ratepayers that is sensitive to their specific circumstances.
- 3.2 Maintaining Council's ability to provide essential services to our community through appropriately applied rating.
- 3.3 Assisting ratepayers who are suffering serious financial hardship, so that they may overcome these circumstances and return to financial stability and contributing equitably to local services.
- 3.4 Ensuring that those able to contribute to local services, continue to do so.
- 3.5 Minimising the opportunity for misuse, exploitation or fraud by ensuring decisions made to provide special relief or assistance are supported by sufficient evidence.
- 3.6 Maintaining confidentiality and privacy of applicants and ratepayers, their applications and any information provided.

4. Policy

- 4.1 According to the Australian Taxation Office (ATO), individuals are considered to be in serious hardship when they are unable to provide the following for themselves, their family or other dependants:
 - a. Food:
 - b. Accommodation;
 - c. Clothing;
 - d. Medical treatment;
 - e. Education:
 - f. Other basic necessities.
- 4.2 Community wide issues and circumstances, such as the COVID-19 pandemic, may impact financial hardship, but hardship is always assessed at an individual level, and requires reviewing personal circumstances. A number of factors can contribute to or trigger serious financial hardship, including:
 - a. Loss of employment of the property owner, family member or household primary income earner;
 - b. Serious illness, including physical incapacity, hospitalization, or mental illness of the property owner or family member;
 - c. A natural disaster;
 - d. A public health emergency or declared state of emergency;
 - e. Family tragedy;
 - f. Family breakdown;
 - g. Other serious or complicating circumstances.
- 4.3 Serious financial hardship involves both low income/cash flow and a low asset base. Personal property portfolios beyond a primary residence or a business's primary operating space can be employed to improve an applicant's cash flow and financial sustainability. Applications for assistance on residential investment properties will not be considered.
- 4.4 Applicants will need to provide evidence of their circumstances of financial hardship to justify Council's special consideration of their case. The type of evidence required will depend on your circumstances and may include, for example, one or more of the following:
 - a. Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment;
 - b. A statutory declaration from an appropriate and independent professional, familiar with the applicant's circumstances (e.g. a family doctor for health-related evidence, a bank official, insurance policy manager, etc.);
 - c. Pending disconnection of essential services, like water, electricity, gas (does not include mobile phone or internet bills);
 - d. Notice of impending legal action;
 - e. Letter from charitable organisation regarding loss of employment or inability to provide for basic necessities;
 - f. Bank notice for example, overdraft call or mortgaged property repossession;

- g. Employer notice of redundancy or termination of employment;
- h. Overdue medical bills:
- i. Letter from doctor verifying the inability to earn an income due to illness or caring for a sick family member;
- j. Final notice from school regarding payment of mandatory fees;
- k. Funeral expenses;
- I. Repossession notice of essential items, like a car or motorcycle (primary transport).

How Can Council Help

- 4.5 The Local Government Act 1993 provides Council with three methods of rate relief:
 - a. Postponing rate payments (sections 125-127)
 - b. Remission of late payment penalties or interest (section 128)
 - c. Remission of rates (section 129)

Postponing Rates Payments – Deferral Arrangements

4.6 In confirmed cases of financial hardship, Council may choose deferral of individual rates payments within a defined period, in whole or in part, to be paid back at a later date, subject to any conditions Council determines. The deferral arrangement applies to specified payments and other rate payments are not affected and continue to accrue as normal.

The terms of rate deferral arrangements will be proportionate to the applicant's demonstrated financial hardship circumstances, so supplying sufficient evidence of these circumstances is important for developing the appropriate terms.

Rate payment deferrals approved under this section are typically deferred by three (3) months. However, rate deferral arrangements can only defer individual payments up to a maximum of two (2) years and only in the most serious circumstances.

All deferred payments must be repaid as specified in accordance with the deferral arrangement, otherwise regular late payment penalties and/or interest will apply.

Ratepayers who are subject to a deferral arrangement who overcome their financial hardship circumstances are encouraged to begin repaying their deferred rates payments as early as they are able.

Note that Council may revoke any postponement of rates payments at any time, in accordance with section 127 of the *Local Government Act 1993*, by giving 60 days notice in writing to the ratepayer.

Remitting Late Payment Interest

4.7 For typical circumstances that are not of financial hardship, rates must be paid by the due date and Councils may charge interest calculated daily for late payments. However, for confirmed cases of financial hardship, Council may waive either the applicable interest accumulated, for a specified period that relates to the period of financial hardship.

Remitting Rates

4.8 Remission of any rates, or interest, in part or in full, is reserved only for the most serious and exceptional of financial hardship cases. Even in these cases, deferral of rate payments must be applied for and granted first, before an application for rates remission can be considered.

After the applicant has entered into a deferral arrangement with Council, the applicant may apply for remission of rates. The application must demonstrate:

- a. Financial hardship;
- b. Exceptional and serious circumstances;
- c. How the applicant's exceptional financial hardship circumstances make the maximum term deferral arrangement under section 4.6 unfeasible and unreasonable to fulfil; and
- d. How enforcing fulfilment of the maximum term deferral arrangement would only deepen the seriousness of applicant's financial hardship and critically impact their ability to provide for the basic living necessities (food, accommodation, clothing, medical treatment) of the applicant and dependents.

In the interests of community fairness and equity, wherever possible and appropriate in determining rates remission applications:

- e. Deferral arrangements are preferable to rates remission;
- f. Amounts or proportions of rates to be remitted are to be minimised, for example, below \$1,000 or 50%; the remainder subject to payment arrangements;
- g. Instances of rates remission are to be minimised to no more than one rates remission per applicant.

Applying for Financial Hardship Assistance

- 4.9 To seek financial hardship assistance from Council, an application must be made in writing, addressed to the General Manager, and submitted as follows:
 - Emailed to: mail@mvc.tas.gov.au or
 - Mailed to: General Manager, Meander Valley Council, PO Box 102, Westbury Tasmania 7303.
 - Delivered in person to: General Manager, Meander Valley Council, 26 Lyall Street, Westbury Tasmania 7303.

Applications must:

- Demonstrate and provide evidence for financial hardship and circumstances (see section 4.4 – Evidence of Financial Hardship);
- Describe the type of assistance sought, being:
- Postponing rate payments (a deferral arrangement);
- Postponing or waiving late payment interest;
- Remitting rates, interest, in part or in full;
- Address the requirements of the relevant subsections of sections 4.4 to 4.7.

Assessing Applications

- 4.10 Applications for deferral arrangements must be decided by:
 - a. For amounts less than \$2,500: Director Corporate Services or General Manager; or
 - b. For amounts of \$2,500 or greater: General Manager.
- 4.11 Applications for remission of any rates or interest charges must be decided by Council and require absolute majority to be approved. However, Council has delegated all remission decisions based on Financial Hardship Assistance to the General Manager in accordance with this Policy and Section 22 of the Local Government Act 1993.

5. Legislation & Related Council Policies

Local Government Act 1993, Part 9 – Rates and Charges, particularly:

- Section 86A General principles in relation to making or varying rates
- Sections 125-127 Postponement of payment
- Section 128 Late payments
- Section 129 Remission of rates

COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020

Meander Valley Council Policy 77 Rates and Charges

6. Responsibility

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

2) Officers Report

Council recognises that some ratepayers can experience significant financial hardships during and as a result of the COVID-19 pandemic where income has reduced, financial position changed or they have been affected by business closure as a result of illness or government response measures.

This Policy has been based on the common Financial Hardship Assistance Model Policy provided by the Local Government Association of Tasmania (LGAT). The

Director Corporate Services provided feedback to LGAT when the common Policy was being developed. The Policy seeks to provide for ratepayers to apply to council for consideration of deferral of rates and charges or suspension of interest. In confirmed cases of financial hardship, Council may choose to defer rates payments for a property owner within a defined period, in whole or in part, to be paid back at a later date, subject to any appropriate conditions. In the most severe cases a remission of rates and interest charges can be considered if all conditions of the Policy have been met.

Council provided temporary measures at the 7 April 2020 Special Council Meeting which will be replaced if the proposed Policy is adopted.

Council has been contacted by a number of community members that have declared they are experiencing financial hardship caused by the COVID-19 pandemic. It is considered appropriated to provide the General Manager and Director Corporate Services the ability to provide a ratepayer with relief measures, instead of each individual application being considered at an Ordinary Council Meeting.

There are a number of provisions in the Local Government Act 1993 (Tas) that allow Council to consider measures that may provide financial relief to ratepayers:

22. Delegation by council

- (2) A council, in writing, may delegate any of the following powers only to the general manager or a council committee and only on condition that the council has determined appropriate policies and procedures to be followed in relation to those powers:
- (a) the collection of rates and charges under Part 9;
- (ab) the postponement of rates and charges;
- (b) the remission or rebate of rates and charges;
- (ba) the writing off of any debts owed to the council;
- (c) the making of grants or the provision of benefits.

125. Postponement of payment

- (1) A ratepayer may apply to the council for a postponement of payment of rates on the ground of hardship.
- (2) An application is to be -
 - (a) made in writing; and
 - (b) lodged with the general manager.

126. Conditions of postponement

(1) A council may grant a postponement of the payment of rates for a specified period if satisfied that such payment would cause hardship.

- (2) A council may grant a postponement of payment of rates
 - (a) on the condition that the ratepayer pay interest on the amount of rates postponed at a rate fixed by the council; and
 - (b) on any other condition the council determines.
- (3) Interest fixed under subsection (2) (a) is not to exceed the prescribed percentage as calculated in section 128(2).

128. Late payments

- (1) If any rates or instalments are not paid on or before the date they fall due, a council may
 - (a) impose a penalty not exceeding 10% of the unpaid rate or instalment; or
 - (b) charge a daily interest not exceeding the prescribed percentage in respect of the unpaid rate or instalment for the period during which it is unpaid; or
 - (c) impose a penalty and charge interest as specified in paragraphs (a) and (b).
- (2) For the purposes of subsection (1), **prescribed percentage** is to be calculated in accordance with the following formula:

$$P = \frac{LTB + 6\%}{365}$$

where –

P is the prescribed percentage;

LTB is the official ten-year long term bond rate as determined by the Reserve Bank as at the close of business on the last day of business preceding 1 March.

129. Remission of rates

- (1) A ratepayer may apply to the council for remission of all or part of any rates paid or payable by the ratepayer or any penalty imposed or interest charged under section 128.
- (2) An application is to be
 - (a) made in writing; and
 - (b) lodged with the general manager.
- (3) A council, by absolute majority, may grant a remission of all or part of any rates, penalty or interest paid or payable by the ratepayer.
- (4) A council, by absolute majority, may grant a remission of any rates, penalty or interest paid or payable by a class of ratepayers.
- (5) The general manager is to keep a record of the details of any remission granted under this section.

3) Council Strategy and Policy

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

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

4) Legislation

Local Government Act 1993 and Council Policy No.77 Rates and Charges.

5) Risk Management

There is a financial risk that applicants will not fulfil their payment obligations and Council will be required to seek additional collection methods in the future if deferred payments are not met.

6) Government and Agency Consultation

Not applicable.

7) Community Consultation

Not applicable.

8) Financial Consideration

The financial implications of the proposed Policy are unknown however expected to be manageable within Council's budget estimates process.

9) Alternative Recommendations

Council can elect to approve the Policy with amendment or not approve the Policy.

10) Voting Requirements

Absolute majority

DECISION:



[Council Name]

Financial Hardship Assistance Model Policy

Version [1.0]

Adopted: [Date published]

Document Control

Policy Name	Financial Hardship Assistance Policy
First issued/approved	[Insert]
Source of approval/authority	[Insert]
Last reviewed	[Insert]
Next review date	[Insert]
Version number	[Insert]
Responsible Officer	[Insert]
Department responsible for policy development	[Insert]
Strategic Plan reference	[Insert]
Related policies	 Local Government Act 1993, Part 9 – Rates and Charges Rates and Charges Policy [Insert relevant policies]
Publication of policy	[E.g. Administration, website, Customer Service Centre]

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1 Introduction

1.1 Purpose

The purpose of this policy is to enable Council to provide assistance to community members who are suffering financial hardship by providing an appropriate level of relief from Local Government rates.

1.2 Scope

1.2.1 Application and Intent

This policy applies to ratepayers experiencing genuine and serious financial hardship and needing assistance to meet both their basic needs and their rate payment obligations to Council. It is not intended to be used to maintain financial positions for those who do not need it and are not genuinely impacted by serious financial hardship.

This policy applies only to Council rates and charges levied in accordance with Part 9 – Rates and Charges of the *Local Government Act 1993*. This policy does not apply to rates or fees collected on behalf of other authorities in accordance with section 88 of the *Local Government Act 1993*., such as fire service contributions collected pursuant to section 79B of the *Fire Service Act 1973*.

1.2.2 Background

This policy was developed and implemented during the 2020 COVID-19 coronavirus pandemic that is spreading across the world. To respond to the disease, governments around the world are shutting down social activities and interaction to prevent transmission, which is necessarily causing significant impacts on many economic activities and transactions. As a result, many people have lost jobs, their clients or their business, destroying incomes and spending. Council is determined to assist those most critically impacted by the economic slowdown caused by the pandemic with a robust and fair hardship policy.

Despite this, serious financial hardship can occur at any time, so this policy is designed to address a range of circumstances.

1.3 Principles

This policy will be applied in accordance with the following principles:

- (1) Consistent, equitable and respectful treatment of all residents and ratepayers that is sensitive to their specific circumstances.
- (2) Maintaining Council's ability to provide essential services to our community through appropriately applied rating.
- (3) Assisting ratepayers who are suffering serious financial hardship, so that they may overcome these circumstances and return to financial stability and contributing equitably to local services.
- (4) Ensuring that those able to contribute to local services, continue to do so.
- (5) Minimising the opportunity for misuse, exploitation or fraud by ensuring decisions made to provide special relief or assistance are supported by sufficient evidence.
- (6) Maintaining confidentiality and privacy of applicants and ratepayers, their applications and any information provided.

1.4 Related Policies and Legislation

This policy relates to and depends on other Council policies, as well as Tasmanian Government legislation, including:

- Local Government Act 1993, Part 9 Rates and Charges¹, particularly:
 - Section 86A General principles in relation to making or varying rates
 - Sections 125-127 Postponement of payment
 - Section 128 Late payments
 - Section 129 Remission of rates
- COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020²
- Rates and Charges Policy (pursuant to section 86B of the Local Government Act 1993).

1.5 Policy Review and Update Cycle

This policy is to be reviewed initially in July or August 2021 and thereafter, every four years.

2 **Policy**

2.1 Genuine Financial Hardship

According to the Australian Taxation Office (ATO)³, individuals are considered to be in serious hardship when they are unable to provide the following for themselves, their family or other dependants:

- (1) Food;
- (2) Accommodation;
- (3) Clothing;
- (4) Medical treatment;
- (5) Education;
- (6) Other basic necessities.

A number of factors can contribute to or trigger serious financial hardship, including:

- (1) Loss of employment of the property owner, family member or household primary income earner;
- (2) Serious illness, including physical incapacity, hospitalization, or mental illness of the property owner or family member;
- (3) A natural disaster;
- (4) A public health emergency or declared state of emergency;
- (5) Family tragedy;

hardship/

- (6) Family breakdown;
- (7) Financial misfortune;
- (8) Other serious or complicating circumstances.

Community wide issues and circumstances, such as the COVID-19 pandemic, may impact financial hardship, but hardship is always assessed at an individual level, and requires reviewing personal circumstances.

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¹ See: https://www.legislation.tas.gov.au/view/html/inforce/current/act-1993-095#HP9@HD9@EN

² See: https://www.legislation.tas.gov.au/view/whole/html/inforce/current/act-2020-011

³ See: https://www.ato.gov.au/General/Financial-difficulties-and-serious-hardship/Individuals-with-serious-

Serious financial hardship involves both low income/cash flow and a low asset base. Personal property portfolios beyond a primary residence [or a business's primary operating space] can be employed to improve an applicant's cash flow and financial sustainability. Applications for assistance on residential investment properties will not be considered.

2.2 Evidence of Financial Hardship

Applicants will need to provide evidence of their circumstances of financial hardship to justify Council's special consideration of their case. The type of evidence required will depend on your circumstances and may include, for example, one or more of the following:

- Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment;
- A statutory declaration from an appropriate and independent professional, familiar with the applicant's circumstances (e.g. a family doctor for health-related evidence, a bank official, insurance policy manager, etc.);
- Pending disconnection of essential services, like water, electricity, gas (does not include mobile phone or internet bills);
- Notice of impending legal action;
- ➤ Letter from charitable organisation regarding loss of employment or inability to provide for basic necessities:
- Bank notice for example, overdraft call or mortgaged property repossession;
- > Employer notice of redundancy or termination of employment;
- Overdue medical bills;
- Letter from doctor verifying the inability to earn an income due to illness or caring for a sick family member;
- Final notice from school regarding payment of mandatory fees;
- Funeral expenses;
- Repossession notice of essential items, like a car or motorcycle.

2.3 How Council can Help

The Local Government Act 1993 provides Council with three methods of rate relief:

- (1) Postponing rate payments (sections 125-127)
- (2) Remission of late payment penalties or interest (section 128)
- (3) Remission of rates (section 129)

2.3.1 Postponing Rate Payments – Deferral Arrangements

In confirmed cases of financial hardship, Council may choose deferral of individual rates payments within a defined period, in whole or in part, to be paid back at a later date, subject to any conditions Council determines. The deferral arrangement applies to specified payments and other rate payments are not affected and continue to accrue as normal.

The terms of rate deferral arrangements will be proportionate to the applicant's demonstrated financial hardship circumstances, so supplying sufficient evidence of these circumstances is important for developing the appropriate terms.

Rate payment deferrals approved under this section are typically deferred by 3 months. However, rate deferral arrangements can only defer individual payments up to a maximum of two (2) years and only in the most serious circumstances.

[Councils may choose to add the following statement:]

[In response the COVID-19 pandemic, Council will approve deferral arrangements for 6 months for ratepayers meeting hardship requirements.]

All deferred payments must be repaid as specified in accordance with the deferral arrangement, otherwise regular late payment penalties and/or interest will apply.

Ratepayers who are subject to a deferral arrangement who overcome their financial hardship circumstances are encouraged to begin repaying their deferred rates payments as early as they are able.

Note that Council may revoke any postponement of rates payments at any time, in accordance with section 127 of the *Local Government Act 1993*, by giving 60 days notice in writing to the ratepayer.

2.3.2 Remitting Late Payment Penalties and Interest

For typical circumstances that are not of financial hardship, rates must be paid by the due date and Councils may charge a penalty or daily interest or both for each late payment. However, for confirmed cases of financial hardship, Council may waive either the applicable late payment penalties, or the interest accumulated, or both, for a specified period that relates to the period of financial hardship.

[Councils may choose to add the following statement:]

[Council will not charge any late payment penalties or interest for late rate payments during the 2020 COVID-19 state of emergency until 30 June 2020.]

2.3.3 Remitting Rates

Remission of any rates, late payment penalties or interest, in part or in full, is reserved only for the most serious and exceptional of financial hardship cases. Even in these cases, deferral of rate payments must be applied for and granted first, before an application for rates remission can be considered.

After the applicant has entered into a deferral arrangement with Council, the applicant may apply for remission of rates. The application must demonstrate:

- (1) Financial hardship;
- (2) Exceptional and serious circumstances;
- (3) How the applicant's exceptional financial hardship circumstances make the maximum term deferral arrangement under section 2.3.1 unfeasible and unreasonable to fulfil; and
- (4) How enforcing fulfilment of the maximum term deferral arrangement would only deepen the seriousness of applicant's financial hardship and critically impact their ability to provide for the basic living necessities (food, accommodation, clothing, medical treatment) of the applicant and dependents.

In the interests of community fairness and equity, wherever possible and appropriate in determining rates remission applications:

- (1) Deferral arrangements are preferable to rates remission;
- (2) Amounts or proportions of rates to be remitted are to be minimised, for example, below \$1000 or 50%; the remainder subject to payment arrangements;
- (3) Instances of rates remission are to be minimised to no more than one rates remission per applicant.

3 Applications

3.1 Applying for Financial Hardship Assistance

To seek financial hardship assistance from Council, an application must be made in writing, addressed to the General Manager, and submitted as follows:

- Submitted via online form at: [e.g. www.council.tas.gov.au/onlineform]
- Emailed to [e.g. rates@council.tas.gov.au]; or
- ➤ Mailed to [ADDRESS].

Applications must:

- ➤ Demonstrate and provide evidence for financial hardship and circumstances (see section 2.2 Evidence of Financial Hardship);
- Describe the type of assistance sought, being:
 - Postponing rate payments (a deferral arrangement);
 - Postponing or waiving late payment penalties or interest;
 - Remitting rates, late payment penalties or interest, in part or in full;
- Address the requirements of the relevant subsections of section 2.3 How Council can Help

3.2 Assessing Applications

Applications for deferral arrangements must be decided by:

- (1) For amounts less than [\$2,500 the Chief Financial Officer]; or
- (2) For amounts of [\$2,500 or greater the General Manager].

Applications for remission of any rates or late payment penalties or interest charges must be decided by Council and require absolute majority to be approved. [However, Council has delegated all remission decisions to the General Manager.]

INFRASTRUCTURE 1

Reference No. 77/2020

REVIEW OF BUDGETS FOR THE 2019-20 CAPITAL WORKS PROGRAM

AUTHOR: Dino De Paoli

Director Infrastructure Services

1) Recommendation

It is recommended that:

a) Council approves the following project budget changes to the 2019-20 Capital Works Program:

Project Name	Current Budget	Proposed Budget Variation	Revised Budget
Warners Creek Bridge Reconstruction - Sugarloaf Road	\$240,000	-\$36,000	\$204,000
Brady Creek Tribulet Bridge Reconstruction - Maloneys Road	\$190,000	-\$73,000	\$117,000
Chittys Creek Bridge Reconstruction - Barbers Road	\$190,000	-\$62,000	\$128,000
Reids Creek Bridge Reconstruction - Rayey Road	\$235,000	-\$129,000	\$106,000
Meander Valley Road Upgrade, Town Entrance Improvements - Westbury	\$250,000	\$100,000	\$350,000
Meander Valley Road Upgrade, Town Entrance Improvements - Carrick	\$180,000	\$25,000	\$205,000
Osmaston Road Reconstruction (Mary St to Cluan Road & at Golf Course)	\$715,000	\$70,000	\$785,000
Mt Leslie Road Prospect Vale - Widening and Safety Improvements	\$215,000	\$112,000	\$327,000
Beefeater St (South) Deloraine - New Stormwater Drainage	\$0	\$13,000	\$13,000

Meander Hall Playground - New			
Swing	\$0	\$8,500	\$8,500

b) Council notes that while individual project budgets have varied there will be no overall change to Council's budget position due to additional funds received for the Capital Works Program.

2) Officers Report

The purpose of this report is to seek Council approval for the reallocation of funding within the Capital Works Program as a result of project cost variations and addition of new projects to the Program.

Project budget allocations within the Capital Works Program that are submitted to Council for approval prior to the commencement of each financial year are prepared using a range of methods. In some instances and depending on the availability of resources and time constraints, projects can be thoroughly scoped and accurate estimates prepared using available empirical or supplier information. Conversely, project cost estimates may only be general allowances prepared using the best information available at the time.

During the financial year, detailed design, adjustment to project scope and the undertaking of additional works during construction, results in project expenditure under and over approved budget amounts. New projects may also be requested for inclusion in the program, or removal.

The overall financial objective in delivering the Capital Works Program is to have a zero net variation in the program budget. As part of our ongoing management of projects, Council officers review project time lines, budgets, scope and available resources. Project savings are generally used to offset project overruns and additional funding can be requested to assist with balancing the budget or to finance new projects.

In order to deliver the outcomes required from capital works projects outlined in the Annual Plan, Council officers regularly review project scope, resourcing requirements and committed and forecast expenditure. Typically on a quarterly basis, project information is presented to Council where cost variations have occurred, and formal approval is requested from the Council to reallocate funding within the Capital Works Program where variations are beyond the General Manager's financial delegation. Table 1 below contains two (2) new projects (Beefeater St (South) Deloraine - New Stormwater Drainage, and Meander Hall Playground - New Swing) not previously presented to Council.

TABLE 1: 2019-20 CAPITAL WORKS BUDGET – REALLOCATION OF PROJECT FUNDING

Project No.	Project Name	Council Costs to date	Current Budget	Proposed Budget Variation	Revised Budget	Delegation	Comments		
5115	Asset Management Software Upgrade (Conquest III)	\$14,205	\$45,000	-\$3,300	\$41,700	GM	Transfer funds to PN5127		
5127	Meander Valley Council Website Upgrade	\$18,229	\$15,000	\$3,300	\$18,300	GM	Transfer funds from PN5115		
	Note: Council's website upgrade project is completed. The Asset Management Software upgrade project will be completed under the allocated budget.								
5249	Warners Creek Bridge Reconstruction - Sugarloaf Road	\$154,544	\$240,000	-\$36,000	\$204,000	Council	Transfer funds to PN5983		
5320	Brady Creek Tribulet Bridge Reconstruction - Maloneys Road	\$116,431	\$190,000	-\$73,000	\$117,000	Council	Transfer funds to PNs 5983 & 5984		
5342	Chittys Creek Bridge Reconstruction - Barbers Road	\$127,161	\$190,000	-\$62,000	\$128,000	Council	Transfer funds to PNs 5984 & 6198		
5352	Ritchies Creek Bridge Reconstruction - Botts Road	\$122,270	\$130,000	-\$7,000	\$123,000	GM	Transfer funds to PN6198		
5358	Reids Creek Bridge Reconstruction - Rayey Road	\$105,373	\$235,000	-\$129,000	\$106,000	Council	Transfer funds to PNs 6198 & 6289		

Project No.	Project Name	Council Costs to date	Current Budget	Proposed Budget Variation	Revised Budget	Delegation	Comments			
5983	Meander Valley Road Upgrade, Town Entrance Improvements - Westbury	\$274,957	\$250,000	\$100,000	\$350,000	Council	Transfer funds from PNs 5249 & 5320			
5984	Meander Valley Road Upgrade, Town Entrance Improvements - Carrick	\$196,627	\$180,000	\$25,000	\$205,000	Council	Transfer funds from PNs 5320 & PN 5342			
6198	Osmaston Road Reconstruction (Mary St to Cluan Road & at Golf Course)	\$770,130	\$715,000	\$70,000	\$785,000	Council	Transfer funds from PNs 5342, 5352 & 5358			
6289	Mt Leslie Road Prospect Vale - Widening and Safety Improvements	\$326,923	\$215,000	\$112,000	\$327,000	Council	Transfer funds from PN5358			
	Note: There has been a significant increase to costs across a number of road construction projects this year. All are complete with the exception of a final section at Meander Valley Road, Westbury. Transfer of funding from bridge reconstruction projects that have been completed under budget.									
6495	Urban Stormwater Drainage – Program Budget	\$0	\$71,500	-\$13,000	\$58,500	GM	Transfer funds to PN6445			
6445	Beefeater St (South) Deloraine - New Stormwater Drainage	\$9,233	\$0	\$13,000	\$13,000	Council	Transfer funds from PN6495			
	Note: Minor reallocation from stormwater drainage improvement budget to install new drain in Beefeater Street property for control of drainage from neighbouring properties. Work completed by Council's Works Department.									

Project No.	Project Name	Council Costs to date	Current Budget	Proposed Budget Variation	Revised Budget	Delegation	Comments			
8023	Las Vegas Drive Reserve - Playground Renewal Design	\$414	\$10,000	-\$10,000	\$0	GM	Transfer funds to PN8044			
8044	Blackstone Park - New Playground Equipment	\$100,080	\$100,000	\$10,000	\$110,000	GM	Transfer funds from PN8023			
	Note: Additional equipment for Blackstone to fill space left vacant since the removal of non-compliant swings. Planning and design for the renewal of the Las Vegas playground will be undertaken in 2020-21, with construction currently scheduled to occur 2021-22.									
8079	Hadspen Lions Park - Erosion Control & Landscaping	\$43,042	\$50,000	-\$5,500	\$44,500	GM	Transfer funds to PN7447			
7447	Meander Hall Playground - New Swing	\$0	\$0	\$8,500	\$8,500	Council	Transfer funds from PN8079			
	Note: Proposed installation of Single Bay Swing with 1 Standard Seat and 1 Baby seat following requestion from the Meander Progress Association. Installation will be within the existing fenced playground area. The Progress Association has advised they will contribute \$3,000 toward the project and spread softfall. Design for erosion control measures and landscaping complete. Continuation of that project pending grant funding opportunity for construction.									
8803	Minor Plant Purchases	\$57,119	\$40,900	\$19,800	\$60,700	GM	Transfer funds from sale of surplus equipment			
	Note: Budget increase requested following purchase of additional minor plant (trailer, spray unit, water tank). Expenditure offset by sale of surplus equipment from Works Department of approximately \$19,800.									
	Totals		\$2,677,400	\$22,800	\$2,700,200					

3) Council Strategy and Policy

Council's Annual Plan requires Council officers to report on the progress of capital works projects.

4) Legislation

Section 82(4) of the Local Government Act 1993 requires Council to approve by absolute majority any proposed alteration to Council's estimated capital works outside the limit of the General Manager's financial delegation of \$20,000.

5) Risk Management

Not applicable.

6) Government and Agency Consultation

Not applicable.

7) Community Consultation

Not applicable.

8) Financial Consideration

The recommended variations in this report will result in a \$22,800 increase to the value of the 2019-20 Capital Works Program. This is due to a contribution from the Meander Progress Association toward the purchase of the playground equipment, and increasing the budget for minor plant purchases due to proceeds received from the sale of surplus equipment.

9) Alternative Recommendations

Council can elect to amend or not approve the recommendation.

10) Voting Requirements

Absolute Majority

DECISION:

GOVERNANCE 1

Reference No. 79/2020

2019-20 ANNUAL PLAN – QUARTERLY REVIEW – MARCH 2020

AUTHOR: John Jordan

General Manager

1) Recommendation

It is recommended that Council receive and note the Annual Plan review for the March 2020 quarter as attached.

2) Officers Report

Section 71 of the Local Government Act 1993 requires Council to prepare an Annual Plan. This plan provides details of the works and programs to be undertaken by Council and is the organisation's commitment to both Councillors and the community that these works and programs will be delivered.

The COVID-19 Disease Emergency is increasingly impacting some delivery of the annual program and achievement of targets; particularly in the community and development area.

Notwithstanding COVID-19 the annual program remains generally on target. In the March quarter there were 85 targets. Of these targets – 63 were achieved, 4 were in progress, 6 were deferred and 2 were cancelled.

Directorate: Governance

Program 1.1: Secretarial and Administrative Support

Activity 1.1.3: Review the Community Strategic Plan Strategy 2014-2024

Target: Draft updated and document completed

Comment: Deferred to Quarter Two 2020-21 pending resolution of

COVID19 and recruitment of key staff following officer

retirement.

Directorate: Governance

Program 1.1: Secretarial and Administrative Support

Activity 1.1.4: Investigate the development of a Community Consultation

Policy

Target: Prepare Draft Policy

Comment: Deferred to Quarter Two 2020-21 pending resolution of

COVID19 and recruitment of key staff following officer

retirement

Directorate: Community & Development Services

Program 4.7: Services to Young People

Activity 4.7.3: Conduct 'National Youth Week' Event

Target: Prepare and advertise event

Comment: Event cancelled due to COVID-19

Directorate: Community & Development Services

Program 4.10: Business Engagement

Activity 4.10.1: Establish a Small Business Directory

Target: Report on progress

Comment: Delayed due to staff vacancy

Directorate: Community & Development Services

Program 4.10: Business Engagement

Activity 4.10.2: Produce a regular Small Business Bulletin

Target: Compile and distribute

Comment: Delayed due to staff vacancy

Directorate: Community & Development Services

Program 4.10: Business Engagement

Activity 4.10.3: Support the establishment of a 'Chamber of Commerce' for

Meander Valley

Target: Report on progress

Comment: Lack of support from business community and staff vacancy

3) Council Strategy and Policy

This performance report relates directly to the achievement of the Annual Plan.

4) Legislation

It is a requirement of the Local Government Act 1993 that Council prepares and approves an Annual Plan.

5) Risk Management

Not applicable.

6) Government and Agency Consultation

Not applicable.

7) Community Consultation

Not applicable.

8) Financial Consideration

Not applicable.

9) Alternative Recommendations

Not applicable.

10) Voting Requirements

Simple Majority

DECISION:





Community Vision Community Annual Plan





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Annual Plan Overview

Our Annual Plan must state the manner in which we will meet the goals and objectives of our Strategic Plan. The Annual Plan outlines the programs and services Council intends to deliver throughout the financial year. Preparation of the Annual Plan is informed by the strategic objectives of the Meander Valley Community Strategic Plan 2014 to 2024, the activities required to undertake the day-to-day operations and the management of regulatory responsibilities.

This document is important as a key strategic focal point for the organisation's departments and is used as an integral part of the Council's corporate reporting system to the Councillors and the community.

Link to Community Strategic Plan 2014 to 2024

The Community Strategic Plan 2014 to 2024 outlines the vision of the community. Council works to implement the vision through six future direction statements that are aligned with key strategic outcomes. These strategic outcomes guide the development of projects and programs. The diagram below depicts the current strategic planning framework of Meander Valley Council:



The coming year will see Council deliver the following projects –

- Completion of Westbury Recreation Ground Change Rooms Upgrade
- Implementation of Waste Management Strategy Action Plan
- Completion of Urban Stormwater System Management Plans
- Upgrade of Railton Road
- Upgrade of Council Chambers
- Rehabilitation of Osmaston Road
- Replacement of six Rural Bridges
- Upgrade of Meander Valley Performing Arts Centre Foyer



Rates and Charges

The following rates and charges will apply for 2019-20:

General Rate	All rateable properties are applied a General Rate of 5.682 cents in the \$ of AAV with a minimum charge of \$170.
Waste Management	For properties without a kerbside collection service the charge is \$56. For each separate service where kerbside garbage and/or green-waste and recycling collection is provided the charge is \$184 for the standard collection of one 80L mobile garbage bin and one mobile recycling bin or \$210 for the extra capacity collection of one140L mobile garbage bin and one mobile recycling bin or \$364 for one 240L mobile garbage and one mobile recycling bin.
Fire Levies	All properties within the municipal area are rated based on the income requirements of the State Fire Commission. Properties within the Launceston Permanent Brigade District are applied a rate of 1.468 cents in the \$ of AAV with a minimum of \$41. Properties within the Volunteer Brigade Districts are applied a rate of 0.373 cents in the \$ of AAV with a minimum of \$41. All other properties are applied a rate of 0.335 cents in the \$ of AAV with a minimum of \$41.
Payment Method	Ratepayers are provided with the option of paying their rates in full, with no discount for early payment, or paying their rates in four approximately equal instalments due on 30 August 2019, 31 October 2019, 31 January 2020 and 31 March 2020.
Penalties for late payment	Any late payment of rates and charges will be subject to daily interest at a rate equivalent to 8.10% per annum (2.2192c per \$100 per day).

Council's Rating Policy No 77 is available on the website www.meander.tas.gov.au

Policy Review

Policy For Review	28 June Audit Panel	30 Sept. Council	30 Sept. Audit Panel	31 Dec. Council	31 Dec. Audit Panel	31 March Council	31 March Audit Panel	30 June Council
Governance								
Policy 49: Media Communications								
Policy 87: Hadspen Urban Growth Area								
Corporate Services								
Policy 45: Information Management								
Policy 71: Investment of Surplus Funds								
Infrastructure Services								
Policy 13: Subdivision Servicing								
Policy 14: Fencing Council Owned Land								
Policy 78: New and Gifted Assets								
Community and Development Services								
Policy 34: Real Estate Advertising Signs (due in August 2018)								
Policy 65: Staged Development Schemes under Strata Titles Act 1998								

Policy 73: Managing Public Appeals							
Policy 89: Undocumented Building Works							
Policy 86: Industrial Development Incentive							
Works	Nil						

Program Activity

Governance

Directorate	1. Governance	Program number and title	1.1 Secretarial and Administrative support			
Program Objective	To undertake functions to ensure compliance with legislative requirements					
Link to Community Strategic Plan 2014 to 2024	Future Direction (5) - Innovative Leadership and Community Governance 5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan 5.6 Meander Valley Council is recognised as a responsibly managed organisation.					

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Deliver Annual Plan	5.1	Prepare quarterly	Prepare quarterly	Prepare quarterly	Prepare quarterly
	Responsible Officer: Executive Assistant		review	review	review	review. Prepare
			Achieved	Achieved	Achieved	2020/21 Annual Plan
2	Prepare Annual Report & Conduct Annual General Meeting	5.6	Complete draft for	Complete report		
	(AGM)		printing	and present at		
	Responsible Officer: Executive Assistant			AGM. Advertise		
				and conduct AGM		
			Achieved	Achieved		
3	Review the Community Strategic Plan 2014 to 2024	5.1	Complete Project	Undertake	Draft updated	Adopted by Council
	Responsible Officer: General Manager		Planning	Community	document completed	
				Consultation		
			Achieved	In Progress	Deferred	
4	Investigate the development of a Community	5.1		Workshop with	Prepare Draft Policy	Adopted by Council
	Consultation Policy			Council		
			Achieved	Achieved	Deferred	

No.	Performance target
2	AGM held and Annual Report adopted by Council
3	Community Strategic Plan reviewed and updated if required
4	Council decision on development of Policy

Directorate	1. Governance	Program number and title	1.2 Risk Management			
Program Objective	Minimise risk to our people and the public					
Link to Community Strategic Plan 2014 to 2024	Future Direction (5) - Innovative leadership and community governance 5.4 Meander Valley Councilors and employees have the knowledge, skills and attitude to responsibly undertake community governance and operational responsibilities. 5.6 Meander Valley Council is recognised as a responsibly managed organisation.					

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Implement Risk Management Framework Responsible Officer: General Manager	5.6	Review the framework Achieved	Action the framework Achieved	Action the framework Achieved	Action the framework
2	Implement the Internal Audit Program Responsible Officer: Risk & Safety Officer	5.4	Review of Audit outcomes Achieved		Review of Audit outcomes In Progress	

Action Performance Targets

No.	Performance target
1	Review Completed and Update endorsed by Audit Panel
2	Audit Recommendations implemented

Directorate	1. Governance	Program number and title	1.3 Employee Health and Safety Management			
Program Objective	To provide a safe place of work for our people and to measure and monitor our employer obligations.					
Link to Community Strategic Plan 2014 to 2024	Future Direction (5)- Innovative leadership and community governance 5.6 Meander Valley Council is recognised as a responsibly managed organisation.					

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Health and Safety Committee	5.6	Conduct quarterly	Conduct quarterly	Conduct quarterly	Conduct quarterly
	Responsible Officer: Health & Safety Officer		meeting	meeting	meeting	meeting
			Achieved	Achieved	Achieved	

Action Performance Targets

N	0.	Performance target
1		Conduct meetings and implement improvement initiatives

Action Performance Targets

N/A

Directorate	1. Governance	Program number and title	1.4 Other Governance Functions
Program Objective	To provide good governance		
Link to Community Strategic Plan 2014 to 2024	2.3 People are attracted to live in the townships, r Future Direction (6) - Planned infrastructure se	ement and problement and problemed, maxingural and urband arband	mising existing assets and investment in infrastructure in areas of Meander Valley. If through affordable planned maintenance and renewal

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Promote investment in Meander Valley to support the growth of identified industry sectors	2.2	Identify	Identify	Identify opportunities and report on	Identify
	· · · · · · · · · · · · · · · · · · ·		opportunities and	opportunities and	and report on	opportunities and
	Responsible Officer: General Manager		report on	report on progress	progress	report on
			progress			progress
			Achieved	Achieved	In progress	
2	Signage Strategy	6.1, 6.3		Project Scope		
	Responsible Officer: General Manager			Deferred		

Corporate Services

Directorate	2. Corporate Services	Program number and title	2.1 Financial Services		
Program Objective	Responsibly manage the Council's core financial activities				
Link to Strategic Plan	Future Direction (5) - Innovative leadership and community governance				
	5.2 Long term financial planning and asset management underpins the ongoing viability of Meander Valley				
	5.6 Meander Valley Council is recognised as a responsibly managed organisation				

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Raise Rates & Regular Debtor accounts	5.2	Achieve activity	Achieve activity	Achieve activity	Achieve activity
	Responsible Officer: Director Corporate Services		performance target	performance target	performance target	performance target
			Achieved	Achieved	Achieved	
2	Complete State Government Authority returns	5.6	Initial State Fire and			Final State Fire and
	Responsible Officer: Rates Officer		Treasury pensioner			Treasury pensioner
			claims and Annual			claims
			State Fire Levy data			
			return			
			Achieved			
3	Issue Section 132 certificates (Property Rates)	5.6	Achieve activity	Achieve activity	Achieve activity	Achieve activity
	Responsible Officer: Rates Officer		performance target	performance target	performance target	performance target
			Achieved	Achieved	Achieved	
4	Arrange annual insurance renewals	5.6		Crime Insurance		Annual insurance
	Responsible Officer: Director Corporate Services			(Fidelity Guarantee		renewals incl. Public
				renewal)		Liability, Property &
				Achieved		Workers Comp.
5	Reconciliation of Control Accounts	5.2	Achieve activity	Achieve activity	Achieve activity	Achieve activity
	Responsible Officer: Senior Accountant		performance target	performance target	performance target	performance target
			Achieved	Achieved	Achieved	

No.	Performance target
1	 Issue Rates notices before 31st August 2019
	 Issue Sundry Debtor notices within 10 working days of receipt of request
3	 Issue 98% of Section 132 Certificates within 3 working days of entry of request
5	 Reconcile rates, sundry debtor and creditors control accounts within 10 working days of the month end
	 Reconcile Payroll within 5 working days of processing

Directorate	2. Corporate Services	Program number and title	2.2 Financial Management and Reporting				
Program Objective	To comply with statutory requirements for Local Gov	vernment Finance, S	state and Federal Taxation and to provide meaningful reports for				
	internal financial management						
Link to Strategic Plan	Future Direction (5) - Innovative leadership and community governance						
	5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan						
	5.2 Long term financial planning and asset management underpins the ongoing viability of Meander Valley						
	5.3 Evidence based decision-making engages the co	lence based decision-making engages the community and is honest, open and transparent					
	5.6 Meander Valley Council is recognised as a respo	s a responsibly managed organisation					

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review & present updated the Long Term Financial Plan (LTFP)	5.2				Review and present
	to Council					the LTFP to Council
	Responsible Officer: Senior Accountant					
2	Coordinate the development of Budget & Rating	5.2			Determine budget	Present budget,
	recommendations with statutory timeframes				update program	fees and charges to
	Responsible Officer: Director Corporate Services				Achieved	Council workshop
3	Annual external reporting	5.6	Produce Statutory	Produce Statutory		Determine year end
	Responsible Officer: Senior Accountant		Accounts for Tas	KPI consolidated		update program
			Audit Office	data sheets		
			Achieved	Achieved		
4	Issue BAS, FBT and Payroll Tax returns within legislative	5.6	Submit BAS and	Submit BAS and	Submit BAS and	Submit BAS and
	timeframes		Payroll Tax returns	Payroll Tax returns	Payroll Tax returns	Payroll Tax returns
	Responsible Officer: Senior Accountant		Achieved	Achieved	Achieved	
5	Provide internal financial management reports on a timely	5.3	Achieve activity	Achieve activity	Achieve activity	Achieve activity
	basis for decision making		performance target	performance target	performance target	performance target
	Responsible Officer: Senior Accountant		Achieved	Achieved	Achieved	

6	Monitor Council's short-term expenditure commitments &	5.2	Review cash flow	Review cash flow	Review cash flow	Review cash flow
	invest funds in accordance with Council's Investment Policy		weekly	weekly	weekly	weekly
	Responsible Officer: Senior Accountant		Achieved	Achieved	Achieved	
7	Co-ordinate functions of the Audit Panel	5.6	Conduct meeting	Conduct meeting	Conduct meeting	Conduct meeting
	Responsible Officer: Director Corporate Services		as per Work Plan			
			Achieved	Achieved	Achieved	

No.	Perform	nance target
5	-	Produce and distribute monthly project expenditure reports
	•	Provide financial reports for September, December and March quarters to Council in Oct 2019, Jan 2020 & April 2020 respectively

Directorate	2. Corporate Services	Program number and title	2.3 Information Technology	
Program Objective	Provide reliable and effective information technology services for the organisation			
Link to Strategic Plan	Future Direction (5) - Innovative leadership and community governance			
	5.6 Meander Valley Council is recognised as a respon	nsibly managed orga	nisation	

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Maintenance & upgrade of IT infrastructure Responsible Officer: IT Officer	5.6	Commence rolling replacement of PC's Achieved	Complete rolling replacement of PC's. Achieved		

Directorate	2. Corporate Services	Program number and title	2.4 Information Management			
Program Objective	Effectively manage and maintain Council's information resources					
Link to Strategic Plan	Future Direction (5) - Innovative leadership and community governance					
	5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan					
	5.6 Meander Valley Council is recognised as a respo	ised as a responsibly managed organisation				

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Maintenance of Council's cemetery records in accordance with	5.6	Maintain records in	Maintain records in	Maintain records in	Maintain records in
	the Cemeteries Act		accordance with	accordance with	accordance with	accordance with
	Responsible Officer: Information Management Officer		legislation	legislation	legislation	legislation
			Achieved	Achieved	Achieved	
2	Annual Archive Disposal	5.6	Arrange for			List documents due
	Responsible Officer: Information Management Officer		removal of			for disposal
			documents due			
			for disposal			
			Achieved			

Directorate	2. Corporate Services	Program number and title	2.5 Human Resources		
Program Objective	Effectively manage and support Council's huma	n resources			
Link to Strategic Plan	Future Direction (5) - Innovative leadership and community governance				
	5.4 Meander Valley Councillors and employees have the knowledge, skills and attitude to responsibly undertake community governance				
	and operational responsibilities.				
	5.6 Meander Valley Council is recognised as a responsibly managed organisation.				

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review 2019 Enterprise Agreement	5.6	Review increases			Review CPI percentag
	Responsible Officer: HR/Payroll Officer		and apply across			determine increase
			new scale and			
			allowances.			
			Achieved			
2	Performance Review System	5.4	Coordinate inside		Coordinate inside	Coordinate outside
	Responsible Officers: HR/Payroll Officer & Directors		employee		employee mini	employee
			performance		reviews & salary	performance reviews
			reviews due for		reviews due for	and salary reviews
			completion		completion	due for completion
			Achieved		Achieved	
3	Review of documentation including HR Policy manual,	5.6			Review, update &	Adopt revised HR
	employee information manual & LGAT Policies				consolidate draft	policy manual
	Responsible Officer: HR/Payroll Officer				HR policy manual	
					Achieved	

Directorate	2. Corporate Services	Program number and title	2.6 Great Western Tiers Visitor Information Centre	
Program Objective	Effectively manage and maintain Council's Visitor Information Centre			
Link to Strategic Plan	Future Direction (2) - A thriving local economy			
	A high level of recognition and demand for Great Western Tiers products and experiences.			

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Advise elected members of monthly visitation statistics	2.4	Provide statistics in	Provide statistics in	Provide statistics in the	Provide statistics in the
	Responsible Officer: Director Corporate Services		the Briefing Report	the Briefing Report	Briefing Report	Briefing Report
			Achieved	Achieved	Achieved	

Infrastructure Services

Directorate	3. Infrastructure Services	Program number and title	3.1 Emergency Services			
Program Objective	To build capacity and resilience in the community and ensure Council is prepared to assist with emergency services in the response to emergencies and lead in the recovery					
Link to Community	Future Direction (4) - A healthy and safe community					
Strategic Plan 2014 to	4.4 Prepare and maintain emergency management plans and documents and work with our communities to educate and plan for					
2024	emergencies.					

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Co-ordinate the Municipal Emergency Management and Recovery Committee (MEMRC) Responsible Officer: Director Infrastructure Services	4.4	Chair six-monthly meeting Achieved		Chair six-monthly meeting Cancelled	
2	Support the operation of the Meander Valley SES unit through ongoing management of the MOU Responsible Officer: Director Infrastructure Services	4.4	Report to Council in Annual Plan Review Achieved		Cantonica	
3	Conduct emergency management training exercise facilitated by Red Cross Responsible Officer: Administration Officer, Infrastructure Services	4.4			Conduct training Cancelled	

No.	Performance target
1	Meetings held
2	Obtain activities report from Deloraine SES and provide information to Council on a 12 monthly basis in Briefing Reports
3	Complete exercise training for MVC officers

Directorate	3. Infrastructure Services	Program number and title	3.2 Transport			
Program Objective	To maintain the serviceability and integrity of Council's transport network.					
Link to Community	Future Direction (6) - Planned infrastructure services					
Strategic Plan 2014 to	6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.					
2024	6.3 The Meander Valley transport network meets the present and future needs of the community and business					

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Deliver the bridge inspection and maintenance program	6.1, 6.3		Contractor engaged for maintenance	Prepare maintenance	Maintenance works
	Responsible Officer: Senior Technical Officer			works	budget items for	completed
				Achieved	2020-2021	
					Achieved	
2	Design, document, procurement, and supervision of contracts	6.1, 6.3	Report to program	Report to program	Report to program	Report to program
	as per the specific projects listed in the 2019-20 Capital Works		in Annual Plan	in Annual Plan	in Annual Plan	in Annual Plan
	Program		Review	Review	Review	Review
	Responsible Officer: Director Infrastructure		Achieved	Achieved	Achieved	
3	Undertake footpath proactive defect inspections	6.1			Undertake required	Undertake required
	Responsible Officers: Director Works & Asset Management				inspections	inspections
	Coordinator				Achieved	

No.	Performance target
1	Quarterly tasks achieved. Contractor performance assessed
2	Completion of projects in line with project plan requirements
3	Meet timeframes set out by Conquest

Directorate	3. Infrastructure Services	Program number and title	3.3 Property Services		
Program Objective	Operate property services in a safe and effective manner to satisfy public demand.				
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services 6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies. 6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained. 6.6 Infrastructure services are affordable and meet the community's needs into the future				

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Operate Deloraine Swimming Pool and provide support to community swimming pool at Caveside Responsible Officer: Property Management Officer	6.4, 6.6	Review and extend existing contract	Undertake pre-opening inspection and required maintenance. Open pool 1 December	Operate pool to 1 March	
			Achieved	Achieved	Achieved	
2	Co-ordinate building maintenance – general, reactive and programed Responsible Officer: Property Management Officer	6.1	Undertake required maintenance	Undertake required maintenance	Undertake required maintenance	Undertake required maintenance
			Achieved	Achieved	Achieved	
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2019-20 Capital Works Program	6.1	Report to program	Report to program	Report to program	Report to program
	Responsible Officer: Property Management Officer		Achieved	Achieved	Achieved	

No.	Performance target
1	Review and document Contractor's compliance with the contract
2	Meet timeframes set out by Conquest
3	Completion of projects in line with project plan requirements

Directorate	3. Infrastructure Services	Program number and title	3.4 Parks & Recreation			
Program Objective	To provide and maintain parks and recreation facilities throughout the Local Government Area.					
Link to Community	Future Direction (6) - Planned infrastructure services					
Strategic Plan 2014 to	6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.					
6.6 Infrastructure services are affordable and meet the community's needs into the future						

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake inspections and condition assessments of all equipment and facilities Responsible Officer: Director Works & Project Manager	6.1, 6.6		Undertake required inspections	Undertake required inspections	Undertake required inspections
	Infrastructure			Achieved	Achieved	
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2019-20 Capital Works Program Responsible Officer: Project Manager Infrastructure	6.1	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review

No.	Performance target
1	Meet timeframes set out by Conquest. Annual comprehensive inspection completed by December 31
2	Completion of projects in line with project plan requirements

Directorate	3. Infrastructure Services Program number and title 3.5 Asset Management and GIS
Program Objective	Provision of Asset and GIS services to assist the operations of Council.
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services 6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies. 6.3 The Meander Valley transport network meets the present and future needs of the community and business. 6.6 Infrastructure services are affordable and meet the community's needs into the future

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Co-ordinate Asset Management Group and Strategic Asset	6.1, 6.6	Chair meeting and	Chair meeting and	Chair meeting and	Chair meeting and
	Management Plan Improvement Plan actions		action	action improvement	action improvement	action
	- Review Strategic Asset Management Plan		improvement	program	program	improvement
	- Review Asset Management Plans		program			program
	Responsible Officer: Asset Management Coordinator		Achieved	Achieved	Achieved	
2	Prepare 2020-2021 Capital Works Program and Forward	6.1, 6.3, 6.6		Update Proposed	Prioritise and	Annual program
	Works Program			Projects list	undertake further	prepared for
	Responsible Officer: Asset Management Coordinator				design and cost	approval by
					estimation	Council
				Achieved	Achieved	
3	Update asset information including	6.1	Capitalisation of	Capitalisation of	Capitalisation of	Capitalisation of
	 capitalisation of assets in Conquest 		assets and	assets and	assets and recording	assets and
	 undertake building and storm water revaluation 		recording in	recording in	in Conquest and GIS	recording in
	Responsible Officer: Asset Management Coordinator		Conquest and GIS	Conquest and GIS		Conquest and GIS
			Achieved	Achieved	Achieved	

No.	Performance target
1	Meetings held
2	To prepare annual Capital Works Program for approval in June Quarter
3	Capitalisation of assets prior to finalisation of 2019-2020 Statutory Reporting.

Directorate	3. Infrastructure Services	Program number and title	3.6 Waste Management and Resource Recovery			
Program Objective	To provide adequate, efficient, and affordable waste services within Meander Valley Local Government Area					
Link to Community Strategic Plan 2014 to 2024	6.1 The future of Meander Valley infrastructure a strategies.	Future Direction (6) - Planned infrastructure services 6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies. 6.6 Infrastructure services are affordable and meet the community's needs into the future				

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Provision of kerbside collection contracts to existing urban	6.6	Manage Contract	Manage Contract	Manage Contract	Manage
	areas for waste, recyclables and organics					Contract
	Responsible Officer: Senior Technical Officer		Achieved	Achieved	Achieved	
2	Provision of landfill, waste transfer stations and resource	6.6	Manage Contract	Manage Contract	Implement contract	Manage
	recovery operations contract				extension or issue	Contract
	Responsible Officer: Senior Technical Officer				new tender for	
					services.	
			Achieved	Achieved	Achieved	
3	Provision of hard waste collection	6.6		Undertake	Report to Council in	
	Responsible Officer: Senior Technical Officer			collection	Annual Plan Review	
				Achieved	Achieved	
4	Design, document, procurement, and supervision of contracts	6.1	Report to	Report to program	Report to program in	Report to
	as per the specific projects listed in the 2019-2020 Capital		program in	in Annual Plan	Annual Plan Review	program in
	Works Program		Annual Plan	Review		Annual Plan
	Responsible Officer: Director Infrastructure		Review			Review
			Achieved	Achieved	Achieved	
5	Operational compliance with Environment Protection Notice	6.6	Ground and		Ground and surface	
	for Westbury and Deloraine landfill sites.		surface water		water monitoring	
	Responsible Officer: Senior Technical Officer		monitoring.			
			Annual Report to			
			EPA			
			Achieved		Achieved	

No.	Performance target
1	Supervise and review contract
2	Supervise and review contract. Existing contract to be extended or retendered and approval of new contract by Council by 31 March
3	Report to Council by March 31 on collection results
4	Completion of projects in line with project plan requirements
5	Complete reporting requirements for EPA in line with license requirements

Directorate	3. Infrastructure Services	Program number and title	3.7 Stormwater Management
Program Objective	_	ocal Governme tandards and r	nt (Highways) Act aims to provide piped stormwater major stormwater networks (overland flows and roads)
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure se 6.1 The future of Meander Valley infrastructure a strategies.		through affordable planned maintenance and renewal

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Develop stormwater system management plans in line with legislation Responsible Officer: Director Infrastructure	6.1				Complete program by 30 June
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2019-2020 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review

No	Performance target
1	Complete all lower risk catchments by June 2020
2	Completion of projects in line with project plan requirements

Directorate	3. Infrastructure Services	Program number & title	3.8 Sustainable Development					
Program Objective	,	Develop sustainable practices within our organisation and community through leading, supporting and encouraging taff, contractors and community to use energy, water and non-renewable resources more productively. Promote						
	_		'					
	and support sustainable economic developr	nent initiative	S.					
Link to Community	Future Direction (1) - A sustainable natural and built environment							
Strategic Plan 2014 to	1.1 Contemporary planning supports and guides growth and development across Meander Valley							
2024	Future Direction (2) - A thriving local economy							
	2.2 Economic development in Meander Valley is p	olanned, maxim	izing existing assets and investment in infrastructure.					

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Westbury Residential Rezoning	1.1		Rezoning approved		Rezoning approved
	Responsible Officer: Senior Strategic Planner			Deferred to 30/06		
2	Undertake projects to support implementation of the	1.1				PVBH Specific Area
	Prospect Vale Blackstone Heights structure Plan					Plan approved
3	Support the progress of land developments including Valley	2.2	Report in Annual	Report in Annual	Report in Annual	Report in Annual
	Central and the Hadspen Urban Growth Area		Plan Review	Plan Review	Plan Review	Plan Review
	Responsible Officer: Sustainable Development Project					
	Manager		Achieved	Achieved	Achieved	

No.	Performance target
1	Complete rezoning process in the December quarter.
2	Progress Westbury Road Activity Centre Project and complete PVBH Specific Area Plan in June quarter.
3	Further feasibility work for the bioenergy project subject to grant funding

Community and Development Services

Directorate	4. Community and Development Services	Program number and	4.1 Land Use and Planning				
		title					
Program Objective	To carry out planning duties and prepare policie	s for the sust	ainable development of the local government area				
Link to Community	Future Direction (1) - A sustainable natural and built environment.						
Strategic Plan 2014 to	1.1 Contemporary planning supports and guides growth and development across Meander Valley.						
2024	1.2 Liveable townships, urban and rural areas across the local government area with individual character.						
	1.3 The natural, cultural and built heritage of Me	ander Valley i	s protected and maintained.				

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Process development applications in accordance with delegated authority	1.1, 1.2, 1.3	Performance Target	Performance Target	Performance Target	Performance Target
	I		l			
	Responsible Officer: Coordinator Development Services		Achieved	Achieved	Achieved	
2	Responsible Officer: Coordinator Development Services Process Planning Scheme Amendments Responsible Officer: Director Community & Development	1.1, 1.2, 1.3	Performance Target		Performance Target	Performance Target

No.	Performance target
1	Within Statutory time frames, 100% Conformance
2	Within Statutory time frames, 100% Conformance

Directorate	4. Community and Development Services Program number and title 4.2 Building, Plumbing and Permit Authority 2016
Program Objective	To carry out statutory responsibilities for the administration and enforcement of the Building Act 2016 and the Tasmanian
	Building Regulations 2016.
Link to Community	Future Direction (1) - A sustainable natural and built environment.
Strategic Plan 2014 to	1.1 Contemporary planning supports and guides growth and development across Meander Valley.
2024	1.2 Liveable townships, urban and rural areas across the local government area with individual character.
	1.3 The natural, cultural and built heritage of Meander Valley is protected and maintained.
	1.4 Public health and the environment is protected by the responsible management of liquid and solid waste at a local and regional level.
	Future Direction (3) Vibrant and engaged communities.
	3.2 Successful local events enhance community life.
	Future Direction (4) A healthy and safe community.
	4.3 Public health and safety standards are regulated, managed and maintained.
	Future direction (5) Innovative leadership and community governance
	5.5 Councils in the region collaborate and share resources for the collective good of their communities

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Permit Authority – Issue Permits for Category 4 Building works Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target
2	Permit Authority – Process Notifiable Building Works (Category 3) Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target
3	Permit Authority – Manage outstanding Building Completions and Illegal Works Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Achieved	Achieved	Achieved	Reduce outstanding completions

4	Coordinate Major Events applications Responsible Officer: 337 Officers	3.2	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target
5	Permit Authority – Issue Permits for Category 4 Plumbing works Responsible Officer: Coordinator Development Services	1.4, 4.3, 5.5	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target
6	Permit Authority – Issue Notifiable Plumbing Works (Category 3) Responsible Officer: Coordinator Development Services	1.4, 4.3, 5.5	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target

No.	Performance target
1	Issue Building Permits within 7 working days from the date all other permits and documents as required by the Building Act, are received by Council.
2	Notifiable Building works processed in a timely manner
3	Outstanding building completions and illegal works reduced to meet transitional requirements of Building Act 2016
4	Respond to applications within 7 working days
5	Process plumbing permit applications within 7 days of receipt of all information
6	Process notifiable plumbing works within 21 days of receipt of all information

Directorate	4. Community and Development Services Program number and title 4.3 Environmental Health						
Program Objective	Manage Council's statutory obligations in relation to Environmental Protection and Preventative Health						
Link to Community	Future Direction (1) - A sustainable natural and built environment.						
Strategic Plan 2014 to	1.5 Public health and the environment is protected by the responsible management of liquid and solid waste at a local and						
2024	regional level.						
	Future Direction (4)- A healthy and safe community.						
	4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.						
	4.3 Public health and safety standards are regulated, managed and maintained.						

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Monitor and sample water quality of recreational waters Responsible Officer: Environmental Health Officer	1.5, 4.1	Record Results	Record Results	Record Results	Record Results
			Achieved	Achieved	Achieved	
2	Inspect and register food premises annually Responsible Officer: Environmental Health Officer	4.1, 4.3	Issue annual registration for all premises Achieved	Inspections as per Schedule Achieved	Inspections as per Schedule Achieved	Inspections as per Schedule
3	Co-ordinate immunisation clinics Responsible Officer: Environmental Health Officer	4.1, 4.3		Complete Annual Immunisation Program Achieved		

No.	Performance target
1	Respond to non-conformances within 48 hours
2	Conduct inspections as per program
3	Provide school based immunisations as per program (usually March and September)

Directorate	4. Community and Development Services	number and	4.4 General Inspector			
Due augus Olei e etir e	T 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	title				
Program Objective	To carry out statutory responsibilities for the administration and enforcement of the Dog Control Act 2000, Fire Services Act					
	1979 and the Local Government Act 1993.					
Link to Community	Future direction (4) - A healthy and safe community.					
Strategic Plan 2014 to	4.3 Public health and safety standards are regulated, managed and maintained.					
2024						

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Annual Audit of Dog Registrations Responsible Officer: General Inspector		Prepare for Audit	Conduct Audit		
	The special content content in species.		Achieved	Achieved		
2	Fire Abatement Management	4.3		Issue Notices	Issue Notices	
	Responsible Officer: General Inspector					
				Achieved	Achieved	
3	Investigate incidents and complaints regarding animal control	4.3	Performance Target	Performance Target	Performance Target	Performance Target
	Responsible Officer: General Inspector					
			Achieved	Achieved	Achieved	

No.	Performance target
1	Audit conducted as scheduled (potentially October)
2	Notices issued as required
3	Investigate all cases and complaints within 10 days

Directorate	4. Community and Development Services	Program number and	4.5 Natural Resource Management				
Program Objective	Facilitate Natural Resource Management for Council and Community						
Link to Community Strategic Plan 2014 to 2024	Future Direction (1) - A sustainable natural and 1.3 The natural, cultural and built heritage of Med 1.4 Meander Valley is environmentally sustainabl 1.6 Participate and support programs that improve	ander Valley is e	s protected and maintained.				

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review and implement NRM strategies	1.3, 1.4, 1.6	Review and	Implement activities	Implement activities	Implement activities
	Responsible Officer: NRM Officer		prioritize Council			
			based activities			
			Achieved	Achieved	Achieved	
2	Monitor and assess implementation of the Town Common	1.3, 1.4, 1.6	Performance target	Performance target	Performance target	Performance target
	Management Plan					
	Responsible Officer: NRM Officer		Achieved	Achieved	Achieved	

	<u>-</u>
No.	Performance target
1	Complete actions within timeframes and within budget
2	Consistent with management plan

Directorate	4. Community and Development Services	Program number and	4.6 Community Development				
		title					
Program Objective	Working with the community for the benefit of all						
Link to Community	Future Direction (3) - Vibrant and engaged comn	nunities.					
Strategic Plan 2014 to	3.1 Creativity and learning are art of daily life acros	s the comm	unities of Meander Valley.				
2024	3.2 Successful local events enhance community life.						
	3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies.						
	Future Direction (4) - A healthy and safe community.						
	4.1 The health and wellbeing needs of all sectors of the community are planned, met and managed.						
4.3 Public health and safety standards are regulated, managed and maintained							

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Facilitate the operation of Council Community Forums	3.4, 4.1.	Conduct Forum and	Conduct Forum and	Conduct Forum and	Conduct Forum and
	Responsible Officer: Community Development Manager		report outcomes	report outcomes	report outcomes	report outcomes
			Achieved	Achieved	Achieved	
2	Deliver the Community Grants Program	3.1, 3.2, 3.4,	Acquit Round 1 and	Acquit Round 2 and	Acquit Round 3 and	Acquit Final Round and
	Responsible Officer: Community Development Manager	4.1.	advertise	advertise	advertise	advertise
						Conduct Grants
			Achieved	Achieved	Achieved	Information Forum
3	Conduct GWTTA Art Exhibition	3.1, 3.2	Establish event,	Promote	Conduct exhibition	Review exhibition
	Responsible Officer: Community Development Manager		promotion and	participation		
			procedures			
			Achieved	Achieved	Achieved	
4	Conduct a Festival of Small Halls concert	3.1, 3.2,	Establish event	Promote event and	Conduct event	Review event outcomes
	Responsible Officer: Community Development Manager		venue, format and	sell tickets		
			partnership			
			Achieved	Achieved	Achieved	
5	Produce a user-friendly Event Management Guide	3.2, 4.1, 4.3	Draft Guide	Launch Guide		
	Responsible Officer: Community Development Manager		Achieved	In Progress		

No.	Performance target
1	Meetings held and goals achieved
2	Number and range of grant applications
3	Number of artists participating
4	Audience number and event finances
5	Guide produced

Directorate	4. Community and Development Services Program number and title 4.7 Services to Young People					
Program Objective	To address and support the needs of young people through responsive and participatory approaches					
Link to Community	Future Direction (3) - Vibrant and engaged communities					
Strategic Plan 2014 to	3.1 Creativity and learning are part of daily life across the communities of Meander Valley.					
2024	3.2 Successful local events enhance community life.					
	3.3 Educations and training opportunities are available to everyone across the local government areas.					
	3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies.					
	3.5 Young people have the opportunity to be engaged in community life.					
	Future Direction (4) - A healthy and safe community.					
	4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.					
	4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation.					

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Conduct School Holiday Program	3.1, 3.2, 3.3,	Conduct and		Conduct and report	Conduct and report.
	Responsible Officer: Community Officer	3.4, 3.5, 4.1, 4.2	report			Evaluate overall
			Achieved		Achieved	outcomes
2	Conduct Stepping Stones Camps	3.1, 3.3, 3.4,		Conduct and report	Conduct and report	Conduct and report.
	Responsible Officer: Community Officer	4.1, 4.2.				Evaluate overall
				Achieved	Achieved	outcomes
3	Conduct 'National Youth Week' Event	3.1, 3.2, 3.5,			Prepare and	Conduct event and
	Responsible Officer: Community Officer	4.1.			advertise event	report outcomes
					Deferred	
4	Conduct Youth Liaison workshop with Council	3.4, 3.5	Prepare, conduct			
	Responsible Officer: Community Officer		workshop and			
			report outcomes			
			Achieved			

No.	Performance target
1	Programs conducted and evaluated
2	Program conducted and evaluated
3	Event conducted and evaluated
4	Workshop conducted and evaluated

Directorate	4. Community and Development Services Program number and 4.9 Recreation Facilities Management						
	title						
Program Objective	To provide indoor facilities for recreational, social and community based activities that are safe, comfortable and fit for						
	purpose						
Link to Community	Future direction (1) - A sustainable natural and built environment.						
Strategic Plan 2014 to	1.1 Contemporary planning supports and guides growth and development across Meander Valley.						
2024	Future Direction (3) - Vibrant and engaged communities.						
	3.3 Education and training opportunities are available to everyone across the local government area.						
	3.5 Young people have the opportunity to be engaged in community life.						
	Future Direction (4) -A healthy and safe community.						
	4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.						
	4.2 Infrastructure facilities and programs encourage increased participation in all forms of active and passive recreation.						
	Future direction (6) - Planned infrastructure services.						
	6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal						
	strategies.						
	6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilised and maintained.						

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review of Sport and Recreation Plan	1.1, 4.1, 4.2, 6.1,	Draft Final Plan	Seek endorsement	Report on	Report on
	Responsible Officer: Recreation Coordinator	6.4		of Plan	progress	progress
			In Progress	Achieved	Achieved	
2	Implement promotion and marketing of indoor recreation	3.5, 4.1, 4.2, 6.4.	Promote facilities	Promote facilities	Promote facilities	Review and assess
	facilities to current and prospective users					promotion
	Responsible Officer: Recreation Coordinator		Achieved	Achieved	In Progress	strategies
3	Produce a User Guide for individual indoor facilities	4.1,4.2, 6.4	Draft Guide	Complete Guide	Report on	
	Responsible Officer: Sport Facility & Development Officer		format		progress	
			Deferred	In Progress	In Progress	

No.	Performance target
1	Plan endorsed and progress reported
2	Promotion implemented and progress reviewed
4	Guides produced and progress reported

Directorate	4. Community and Development Services	Program	4.10 Business Engagement			
		number and title				
Program Objective	Working with the small business community to		ipation, innovation and partnership			
Link to Community	Future Direction (2) – A thriving local economy					
Strategic Plan 2014 to						
2024	2.3 people are attracted to live in the townships, rural and urban areas of Meander Valley					
	2.4 A high level of recognition and demand for Great Western Tiers products and experiences					
	2.5 Current and emerging technology is available to benefit both business and community					
	Future Direction (3) - Vibrant and engaged communities.					
	3.2 Successful local events enhance community life					
	3.3. Education and training opportunities are ava	ilable to every	one across the local government area			

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Establish a Small Business Directory	2.1, 2.3, 2.4,	Present at Council	Launch Directory site	Report on	Report on
	Responsible Officer: Business Engagement Officer	2.5,	workshop	with promotion	progress	progress
				strategy		
			Deferred	Achieved	Deferred	
2	Produce a regular Small Business Bulletin	2.1, 2.4, 2.5, 3.3	Compile and	Compile and distribute	Compile and	Compile and
	Responsible Officer: Business Engagement Officer		distribute		distribute	distribute
			Achieved	Achieved	Deferred	
3	Support the establishment of a 'Chamber of Commerce' for	2.1,2.2.	Report on progress	Report on progress	Report on	Report on
	Meander Valley	2.3,2.4,2.5,			progress	progress
	Responsible Officer: Business Engagement Officer	3.2,3.3,	Achieved	Achieved	Deferred	

No.	Performance target
1	Directory established and promoted
2	Bulletin established and distributed
3	Chamber of Commerce progressed

Works

Directorate	5. Works	Program number and title	5.1 Roads				
Program Objective	To construct and maintain a safe and effective road network to meet the needs of road users and the community.						
Link to Community Strategic Plan 2014 to	Tatal of Francisco (v) Training initiative services						
2024	strategies.						
	6.3 The Meander Valley transport network meets the present and future needs of the community and business						
	6.6 Infrastructure services are affordable and meet the community's needs into the future						

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake maintenance works that achieve the Program	6.1, 6.3, 6.6	Report to Annual	Report to Annual	Report to Annual Plan	Report to Annual
	Objective		Plan Review	Plan Review	Review	Plan Review
	Responsible Officer: Works Supervisors & Works Officers		Achieved	Achieved	Achieved	
2	Plan and deliver capital work projects	6.3, 6.6	Report to Annual	Report to Annual	Report to Annual Plan	Report to Annual
	Responsible Officer: Works Director, Works Supervisors &		Plan Review	Plan Review	Review	Plan Review
	Works Officers		Achieved	Achieved	Achieved	

No.	Performance target
1	Provide Customer Service Request statistics and budget updates in Briefing Report
2	Provide program, project and budget updates in Briefing Report

Directorate	5. Works	Program number and title	5.2 Urban Storm water				
Program Objective	To provide and maintain an effective urban storm water drainage system.						
Link to Community	Future Direction (6)- Planned infrastructure services						
Strategic Plan 2014 to 2024	6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.						
	6.5 Storm water and flooding cause no adverse impacts.						
	6.6 Infrastructure services are affordable and meet the community's needs into the future						

No.	Actions and Tasks	Strategic Plan	Complete by 30/9	Complete by	Complete by 31/3	Complete by 30/6
		Reference		31/12		
1	Undertake maintenance works that achieve the Program	6.1, 6.5, 6.6	Report to Annual	Report to Annual	Report to Annual	Report to Annual Plan
	Objective		Plan review	Plan review	Plan review	review
	Responsible Officer: Works Supervisors & Works Officers		Achieved	Achieved	Achieved	
2	Plan and deliver capital work projects	6.1, 6.6	Report to Annual	Report to Annual	Report to Annual	Report to Annual Plan
	Responsible Officer: Works Director, Works Supervisors &		Plan review	Plan review	Plan review	review
	Works Officers		Achieved	Achieved	Achieved	

No.	Performance target
1	Provide Customer Service Request statistics and budget updates in Briefing Report
2	Provide program, project and budget updates in Briefing Report

Directorate	5. Works	Program number and title	5.3 Parks, Reserves, Sports Grounds and Cemeteries	
Program Objective	To ensure that Councils parks, reserves, cemeter inviting experience to community and sporting	•	grounds are suitably maintained to provide a safe, clean and	
Link to Community	Future Direction (6) - Planned infrastructure services			
Strategic Plan 2014 to	6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.			
2024	6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.			
	6.6 Infrastructure services are affordable and meet the community's needs into the future			

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake maintenance works that achieve the Program Objective Responsible Officers: Works Supervisors and Works Officers		Plan review	Plan review	· •	Report to Annual Plan review
2	Plan and deliver capital work projects Responsible Officer: Works Director, Works Supervisors & Works Officers		Plan review	Plan review	· •	Report to Annual Plan review

No.	Performance target
1	Provide Customer Service Request statistics and budget updates in Briefing Report
2	Provide program, project and budget updates in Briefing Report

Directorate	5. Works	Program number and title	5.4 Toilets, Street Cleaning and Litter Collection
Program Objective	To ensure public toilets and streets are presented in a clean and tidy condition and meet the needs of the community.		
Link to Community	Future Direction (6) - Planned infrastructure services		
Strategic Plan 2014 to	6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.		
2024	6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.		
	6.6 Infrastructure services are affordable and meet the community's needs into the future		

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake maintenance works that achieve the Program Objective	6.1, 6.4, 6.6	Report to Annual	Report to Annual	Report to Annual	Report to Annual
	Responsible Officers: Works Supervisors & Works Officers		Plan review	Plan review	Plan review	Plan review
			Achieved	Achieved	Achieved	

No.	Performance target
1	Provide Customer Service Request statistics and budget updates in Briefing Report

Directorate	5. Works	Program number and title	5.5 Plant
Program Objective	To provide plant and equipment that suits Councils activities and is financially sustainable.		
Link to Community	Future Direction (6) - Planned infrastructure services		
Strategic Plan 2014 to	6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal		
2024	strategies.		
	6.6 Infrastructure services are affordable and mee	et the commur	nity's needs into the future

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Manage plant to achieve the Program Objective	6.1, 6.6			Complete major plant	
	Responsible Officers: Works Director and Works Supervisors				annual review	
					Achieved	
2	Undertake plant purchases in accordance with the approved	6.1, 6.6	Report to Annual	Report to Annual	Report to Annual Plan	Report to Annual
	budget		Plan review	Plan review	review	Plan review
	Responsible Officer: Works Director		Achieved	Achieved	Achieved	

No.	Performance target
1	Review plant utilization and hire rates, and update 10 year Plant Replacement Program
2	Provide program, project and budget updates in Briefing Report

Public Health Goals and Objectives

Meander Valley Council is committed to protecting and promoting the health of its residents and visitors. The Council's Environmental Health team and General Inspector is responsible for ensuring the statutory obligations under the Public Health Act 1997, Environmental Management and Pollution Control Act 1994, Food Act 2003, Dog Control Act 2000 and Local Government Act 1993 are met. As part of Meander Valley's public health goals and objectives, in 2019-20 the Health and Compliance Department will seek to:

- Review the public health statement/report provided in the Annual Report;
- Improve public awareness with regards to responsible dog ownership and the provisions of our Dog Management Policy;
- Improve public awareness with regards to wood smoke and Burn Brighter initiatives;
- Undertake Immunisation programs in the local schools;
- Conduct food handling training for local food businesses and community groups
- Ensure on site waste water treatment systems are installed in accordance with regulations
- Monitor water quality at public recreation sites

Budget Estimates

	2018-19	2019-20
Revenue		
Rate Revenue	12,465,800	12,966,400
Fees and User Charges	1,228,300	1,255,000
Contributions and Donations	46,500	51,500
Interest	785,400	835,600
Grants and Subsidies	4,602,400	4,441,200
Other Revenue	736,500	748,700
Total Operating Revenue	19,864,900	20,298,400
Operating Expenditure		
Employee Costs	6,659,300	6,798,100
Maintenance and Working Expenses	6,409,300	6,427,500
Borrowing Costs	236,500	266,000
Depreciation	5,135,500	5,088,000
Payments to Government Authorities	1,192,000	1,264,900
Other Payments	274,700	286,800
Total Operating Expenditure	19,907,300	20,131,300
Underlying Surplus/(Deficit)	204,400	167,100
Net Operating Surplus/(Deficit)including capital and abnormal items	2,657,700	1,900,300
Capital Expenditure	13,753,100	11,978,100
Repayment of Loans	-	-
Asset Sales	216,000	216,000
Closing Cash Balance	15,899,100	15,767,800
Net Assets	295,743,892	295,910,992

ITEMS FOR CLOSED SECTION OF THE MEETING:

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

Voting Requirements

Absolute Majority

Council moved to Closed Session at x.xxpm

GOVERNANCE 2 CONFIRMATION OF MINUTES

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

GOVERNANCE 3 LEAVE OF ABSENCE

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

<u>C&DS 2 APPEAL 17/20P TO PLANNING APPLICATION</u> <u>REFUSAL PA\20\0077 - 87 FIVE ACRE ROW, WESTBURY – SUBDIVISION (4 LOTS)</u>

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

Council returned to Open Session at x.xxpm

Cr xxx moved and Cr xxx seconded "that the following decisions were taken by Council in Closed Session and are to be released for the public's information."

The meeting close	ed at
Wayne Johnston	
Mavor	