

SOUTHERN
MIDLANDS
COUNCIL



AGENDA

ORDINARY COUNCIL MEETING

Wednesday, 28th August 2019
10.00 a.m.

Municipal Offices
85 Main Street, Kempton

INDEX

1. PRAYERS	6
2. ATTENDANCE	6
3. APOLOGIES	6
4. MINUTES	6
4.1 Ordinary Council Minutes.....	6
4.2 Special Committees of Council Minutes.....	7
4.2.1 Special Committees of Council - Receipt of Minutes.....	7
4.2.2 Special Committees of Council - Endorsement of Recommendations	7
4.3 Joint Authorities (Established Under Division 4 Of The Local Government Act 1993)	8
4.3.1 Joint authorities - Receipt of Minutes.....	8
4.3.2 Joint Authorities - Receipt of Reports (Annual & Quarterly).....	8
5. NOTIFICATION OF COUNCIL WORKSHOPS	9
6. COUNCILLORS – QUESTION TIME	10
6.1 QUESTIONS (ON NOTICE).....	10
6.2 QUESTIONS WITHOUT NOTICE.....	11
7. DECLARATIONS OF PECUNIARY INTEREST	12
8. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA	13
9. PUBLIC QUESTION TIME (SCHEDULED FOR 10.30 A.M.)	14
9.1 PERMISSION TO ADDRESS COUNCIL	14
10. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN UNDER REGULATION 16 (5) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2015	16
11. COUNCIL ACTING AS A PLANNING AUTHORITY PURSUANT TO THE LAND USE PLANNING AND APPROVALS ACT 1993 AND COUNCIL'S STATUTORY LAND USE PLANNING SCHEME	17
11.1 DEVELOPMENT APPLICATIONS	17
11.1.1 Development Application (DA 2019/42) for Change of Use to Monastery, Construction of new accommodation and outbuildings, relocation of church and renovation of a Heritage Place at Hardwick House 2495 Colebrook Road, Colebrook, owned by Saint Regina Ltd.....	17
11.1.2 Development Application (DA 2018/61) for Visitor accommodation – Change of Use of Existing Buildings and Construction of Two New Buildings at 199 Craiglea Road, Campania, owned by G & C Gottschalk	40
11.2 SUBDIVISIONS	69
11.2.1 Development Application (SA 2016/14) for Subdivision (52 Lots and Public Open Space) at 12 Climie Street (Former Campania School Farm) owned by Mayfair Group Holdings.....	69
11.3 MUNICIPAL SEAL (PLANNING AUTHORITY).....	100
11.4 PLANNING (OTHER).....	100
12. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE)	101
12.1 ROADS	101
12.1.1 E M McShane And Lovely Banks Pty Ltd – Realignment of Ellesmere Road, Jericho	101
12.2 BRIDGES	105
12.3 WALKWAYS, CYCLE WAYS AND TRAILS	105
12.4 LIGHTING	105
12.5 BUILDINGS.....	106
12.5.1 73 High Street, Oatlands (Roche Hall Property) – Lease To Rural Alive & Well Inc (Part Premises).....	106
12.6 SEWERS / WATER	109
12.7 DRAINAGE	109
12.8 WASTE	109
12.9 INFORMATION, COMMUNICATION TECHNOLOGY	109
12.10 OFFICER REPORTS – INFRASTRUCTURE & WORKS.....	110
12.10.1 Manager – Infrastructure & Works Report.....	110

13.	OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)	130
13.1	RESIDENTIAL	130
13.2	TOURISM	130
13.3	BUSINESS	130
13.4	INDUSTRY	130
14.	OPERATIONAL MATTERS ARISING (STRATEGIC THEME –LANDSCAPES)	131
14.1	HERITAGE	131
14.1.1	<i>Heritage Project Program Report</i>	131
14.2	NATURAL	133
14.2.1	<i>Landcare Unit – General Report</i>	133
14.3	CULTURAL	135
14.4	REGULATORY (OTHER THAN PLANNING AUTHORITY AGENDA ITEMS)	135
14.5	CLIMATE CHANGE	135
15.	OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LIFESTYLE)	136
15.1	COMMUNITY HEALTH AND WELLBEING	136
15.2	YOUTH	136
15.3	SENIORS	136
15.4	CHILDREN AND FAMILIES	136
15.5	VOLUNTEERS	136
15.6	ACCESS	136
15.7	PUBLIC HEALTH	136
15.8	RECREATION	137
15.8.1	<i>Flour Mill Park, Campania - Renewal Of Lease (Education Department)</i>	137
15.9	ANIMALS	140
15.10	EDUCATION	140
16.	OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY)	141
16.1	CAPACITY	141
16.2	SAFETY	141
16.3	CONSULTATION & COMMUNICATION	141
17.	OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)	142
17.1	IMPROVEMENT	142
17.2	SUSTAINABILITY	143
17.2.1	<i>Local Government Shared Services update (Standing Item – Information Only)</i>	143
17.2.2	<i>Corporate Credit Card Policy</i>	150
17.2.3	<i>Tabling of Documents</i>	165
17.2.4	<i>Correspondence from Oatlands District Progress Association</i>	165
17.2.4	<i>Elected Member Briefings</i>	168
17.3	FINANCES	169
17.3.1	<i>Monthly Financial Statement (period ending 31 July 2019)</i>	169
17.3.2	<i>2018/2019 Southern Midlands Council – Complete set of financial Statements</i>	181
18.	MUNICIPAL SEAL	187
19.	CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA	188
20.	BUSINESS IN “CLOSED SESSION”	190
20.1	<i>Closed Council Minutes - Confirmation</i>	190
20.2	<i>Applications for Leave of Absence</i>	190
20.3	<i>Audit Panel Minutes - Confirmation</i>	190
21.	CLOSURE	192



Dear Sir/Madam

NOTICE OF MEETING

Notice is hereby given that the next ordinary meeting of Council will be held on

Date: Wednesday, 28th August 2019
Time: 10.00 a.m.
Venue: Municipal Offices, 85 Main Street, Kempton

The Local Government Act 1993 section 65 provides the following:

1. *A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.*
2. *A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless –*
 - (a) *the general manager certifies, in writing –*
 - (i) *that such advice was obtained; and*
 - (ii) *that the general manager took the advice into account in providing general advice to the council or council committee; and*
 - (b) *a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager's certificate.*

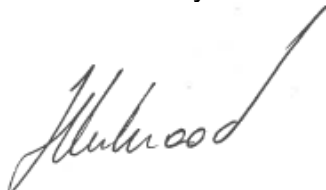
I therefore certify that with respect to all advice, information or recommendation provided to the Council in or with this Agenda:

- (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 directly given by a person who does not have the required qualification 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.*

Councillors please note:

- Public Question Time has been scheduled for 10.30 a.m.
- Please note that the meeting will be suspended at 11.00 a.m. to conduct a Citizenship Ceremony for Mrs Arlen Young.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Tim Kirkwood', written in a cursive style.

Tim Kirkwood
GENERAL MANAGER

OPEN COUNCIL AGENDA

1. PRAYERS

Rev Dennis Cousens to recite prayers.

2. ATTENDANCE

3. APOLOGIES

4. MINUTES

4.1 ORDINARY COUNCIL MINUTES

The Minutes (Open Council Minutes) of the previous meeting of Council held on the 24th July 2019, as circulated, are submitted for confirmation.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

4.2 SPECIAL COMMITTEES OF COUNCIL MINUTES

4.2.1 SPECIAL COMMITTEES OF COUNCIL - RECEIPT OF MINUTES

The Minutes of the following Special Committee of Council, as circulated, are submitted for receipt:

- Parattah Progress Association AGM Minutes – 26th June 2019.

RECOMMENDATION

THAT the minutes of the above Special Committee of Council be received.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

4.2.2 SPECIAL COMMITTEES OF COUNCIL - ENDORSEMENT OF RECOMMENDATIONS

The recommendations contained within the minutes of the following Special Committee of Council are submitted for endorsement.

- Nil.

DECISION NOT REQUIRED

4.3 JOINT AUTHORITIES (ESTABLISHED UNDER DIVISION 4 OF THE LOCAL GOVERNMENT ACT 1993)

4.3.1 JOINT AUTHORITIES - RECEIPT OF MINUTES

The Minutes of the following Joint Authority Meetings, as circulated, are submitted for receipt:

- Southern Tasmanian Councils Authority – Minutes – 27th May 2019.
- Southern Tasmanian Councils Authority (Waste Strategy South) – Minutes – 9th July 2019.

RECOMMENDATION

THAT the Minutes of the above Joint Authorities be received.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

4.3.2 JOINT AUTHORITIES - RECEIPT OF REPORTS (ANNUAL & QUARTERLY)

Reports prepared by the following Joint Authorities, as circulated, are submitted for receipt:

- Southern Tasmanian Councils Authority – Quarterly Report – June 2019.

RECOMMENDATION

THAT the report of the above Joint Authority be received.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

5. NOTIFICATION OF COUNCIL WORKSHOPS

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, the Agenda is to include details of any Council workshop held since the last meeting.

One workshop has been held since the last Ordinary Meeting.

The workshop was held on the 21st August 2019 at the Council Chambers, Oatlands commencing at 10.00 a.m.

Attendance: Mayor A O Green, Deputy Mayor E Batt, Clrs A Bantick, A E Bisdee OAM, K Dudgeon, D Fish and R McDougall.

Apologies: Nil.

Also in Attendance: T Kirkwood, A Benson & E Lang.

The purpose of the workshop was to consider the 'Reform Directions Paper' as part of the review of Tasmania's Local Government Legislation Framework.

The Major Reform Areas have been classified as follows:-

- Part A – flexible, innovative and future-focused legislative framework
- Part B – representative and democratic councils
- Part C – councils connected to their communities
- Part D – responsible and effective councils
- Part E – adaptable councils
- Part F – strategic reviews

Council considered each of the proposed reform directions documented in the 'Reform Directions Paper' and these will form the basis of a submission to the Local Government Authority of Tasmania.

The Workshop concluded at approximately 1.00 p.m.

RECOMMENDATION

THAT the information be received.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

6. COUNCILLORS – QUESTION TIME

6.1 QUESTIONS (ON NOTICE)

Regulation 30 of the *Local Government (Meeting Procedures) Regulations 2015* relates to Questions on notice. It states:

- (1) A councillor, at least 7 days before an ordinary council meeting or a council committee meeting, may give written notice to the general manager of a question in respect of which the councillor seeks an answer at that meeting.*
- (2) An answer to a question on notice must be in writing.*

Nil.

6.2 QUESTIONS WITHOUT NOTICE

Section 29 of the *Local Government (Meeting Procedures) Regulations 2015* relates to Questions without notice.

It states:

“29. Questions without notice

(1) *A councillor at a meeting may ask a question without notice –*

- (a) of the chairperson; or*
- (b) through the chairperson, of –*
 - (i) another councillor; or*
 - (ii) the general manager.*

(2) *In putting a question without notice at a meeting, a councillor must not –*

- (a) offer an argument or opinion; or*
- (b) draw any inferences or make any imputations – except so far as may be necessary to explain the question.*

(3) *The chairperson of a meeting must not permit any debate of a question without notice or its answer.*

(4) *The chairperson, councillor or general manager who is asked a question without notice at a meeting may decline to answer the question.*

(5) *The chairperson of a meeting may refuse to accept a question without notice if it does not relate to the activities of the council.*

(6) *Questions without notice, and any answers to those questions, are not required to be recorded in the minutes of the meeting.*

(7) *The chairperson of a meeting may require a councillor to put a question without notice in writing.*

An opportunity is provided for Councillors to ask questions relating to Council business, previous Agenda items or issues of a general nature.

7. DECLARATIONS OF PECUNIARY INTEREST

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015*, the chairman of a meeting is to request Councillors to indicate whether they have, or are likely to have, a pecuniary interest in any item on the Agenda.

Accordingly, Councillors are requested to advise of a pecuniary interest they may have in respect to any matter on the agenda, or any supplementary item to the agenda, which Council has resolved to deal with, in accordance with Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2015*.

8. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

In accordance with the requirements of Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2015*, the Council, by absolute majority may decide at an ordinary meeting to deal with a matter that is not on the agenda if the General Manager has reported –

- (a) the reason it was not possible to include the matter on the agenda; and
- (b) that the matter is urgent; and
- (c) that advice has been provided under section 65 of the Act.

RECOMMENDATION

THAT the Council resolve by absolute majority to deal with any supplementary items not appearing on the agenda, as reported by the General Manager in accordance with the provisions of the *Local Government (Meeting Procedures) Regulations 2015*.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

9. PUBLIC QUESTION TIME (SCHEDULED FOR 10.30 A.M.)

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015*, the agenda is to make provision for public question time.

In particular, Regulation 31 of the *Local Government (Meeting Procedures) Regulations 2015* states:

- (1) *Members of the public may give written notice to the General Manager 7 days before an ordinary meeting of Council of a question to be asked at the meeting.*
- (2) *The chairperson may –*
 - (a) *address questions on notice submitted by members of the public; and*
 - (b) *invite any member of the public present at an ordinary meeting to ask questions relating to the activities of the Council.*
- (3) *The chairperson at an ordinary meeting of a council must ensure that, if required, at least 15 minutes of that meeting is made available for questions by members of the public.*
- (4) *A question by any member of the public under this regulation and an answer to that question are not to be debated.*
- (5) *The chairperson may –*
 - (a) *refuse to accept a question; or*
 - (b) *require a question to be put on notice and in writing to be answered at a later meeting.*
- (6) *If the chairperson refuses to accept a question, the chairperson is to give reasons for doing so.*

Councillors are advised that, at the time of issuing the Agenda, the following questions on notice had been received from a member of the public (see over).

Note: Mr John Summers has given notice of his intention to attend Public Question Time to raise an issue(s) relating to the Baden Hall.

Mayor A O Green to then invite questions from members of the public in attendance.

9.1 Permission to Address Council

Permission has been granted for the following person(s) to address Council:

- Nil.

TERRY LOFTUS - OATLANDS

The following question was submitted on the 22nd August 2019 addressed to the General Manager.

Subject: Question for August council meeting.

Can council confirm when the third cow sculpture will be put back in the lake?

Many thanks

Terry Loftus
22 Wellington St
Oatlands

General Manager's response:

It is confirmed that the third 'Cows in the Lake' installation was placed back in the Lake in the week commencing 29th July 2019.

**10. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN UNDER
REGULATION 16 (5) OF THE LOCAL GOVERNMENT (MEETING
PROCEDURES) REGULATIONS 2015**

Nil.

11. COUNCIL ACTING AS A PLANNING AUTHORITY PURSUANT TO THE LAND USE PLANNING AND APPROVALS ACT 1993 AND COUNCIL'S STATUTORY LAND USE PLANNING SCHEME

Session of Council sitting as a Planning Authority pursuant to the Land Use Planning and Approvals Act 1993 and Council's statutory land use planning schemes.

11.1 DEVELOPMENT APPLICATIONS

11.1.1 DEVELOPMENT APPLICATION (DA 2019/42) FOR CHANGE OF USE TO MONASTERY, CONSTRUCTION OF NEW ACCOMMODATION AND OUTBUILDINGS, RELOCATION OF CHURCH AND RENOVATION OF A HERITAGE PLACE AT HARDWICK HOUSE 2495 COLEBROOK ROAD, COLEBROOK, OWNED BY SAINT REGINA LTD

Author: SENIOR PLANNING OFFICER (JACQUI TYSON)

Date: 22 AUGUST 2019

Attachments:

Development Application

Representation

Heritage Tasmania - Notice of Heritage Decision

PROPOSAL

Application is made by 6ty^o Pty Ltd to the Southern Midlands Council for a Permit under the *Land Use Planning and Approvals Act 1993* ("the Act") to establish a Monastery known as Notre Dame Priory at Hardwick House, 2495 Colebrook Road, Colebrook.

The proposal involves a change of use of part of the property around Hardwick House for a monastery and includes construction of new buildings and renovation of Hardwick House.

A monastery is characterised as a building or complex of buildings comprising the domestic quarters, place of worship and workspaces of a religious community engaged in religious learning and activities together.

The proposed monastery will involve up to eighteen monks living at the site in a cloistered monastic community in the Catholic Benedictine tradition. At this stage there is no intention to establish any business, services or public visitation to the monastery. Any further development or change of use of the property would be subject to a future application.

The proposed buildings and works are summarised as follows:

- Renovation of Hardwick House to accommodate a communal kitchen, library, study rooms and offices for conducting monastery activities;
- Eighteen prefabricated single dormitory units to accommodate the resident monks, each will be 13m² with a bedroom/living space and bathroom;
- Relocated weatherboard church building (relocated from St Leonards);
- Construction of three sheds (18m², 30m² and a conjoined building of 133m²);

- Small bathroom addition at the rear of Hardwick House;
- Parking areas off the existing gravel access driveway and new gravel pedestrian paths; and
- New picket fence and access gate on the Colebrook Road frontage.

The use of the site will generally be confined to the resident monks for domestic and religious purposes. There will be no regular public activities such as church services on the site, with outside visitation limited to occasional visits from family or friends. There will be no external employees.

Hardwick House is a heritage listed building, originally constructed as a steam flour mill and later converted into the current use as a dwelling. A Heritage Impact Assessment and Conservation Management Plan has been completed by Graeme Corney to guide the restoration works to Hardwick House, returning it as much as possible to its original form. The application has been approved by Heritage Tasmania, subject to conditions that must be attached to any permit issued by Council.

The site is not serviced by reticulated water, sewer or stormwater services. Stormwater will be captured in existing and proposed tanks for use onsite, with any overflow to be directed to soakage trenches. A new onsite wastewater system has been installed on the site recently and has been designed with sufficient capacity to service the proposed monastery buildings.

Access to the site is from Colebrook Road, using an existing crossover and internal gravel driveways. The proposal includes some modifications to the internal driveway and provision of parking areas. The monastery will generate only a small amount of traffic, as the occupants will primarily remain on the site and visitors will be occasional. The application indicates that the average vehicle movements per day will be significantly less than 10. Only two vehicles will be kept onsite for shared use by the occupants.

The rest of the property outside the Hardwick House curtilage area is leased to a third party and will continue to be used for agricultural activities. Farm buildings in the vicinity of the monastery, including the shearing shed and stock yards, will be used from time to time as needed.

The application has been lodged under the *Southern Midlands Interim Planning Scheme 2015* (“the Planning Scheme”).

The subject title is partly zoned Significant Agriculture and partly Rural Resource. The area to be developed as a monastery is zoned Significant Agriculture. The subject site is partly covered by a Waterway Protection Area around Jerusalem Creek.

A monastery is not a defined use type or term in the Planning Scheme. In accordance with clause 8.2.4 the proposal must be categorised under the ‘best fit’ of the available use classes under the Planning Scheme.

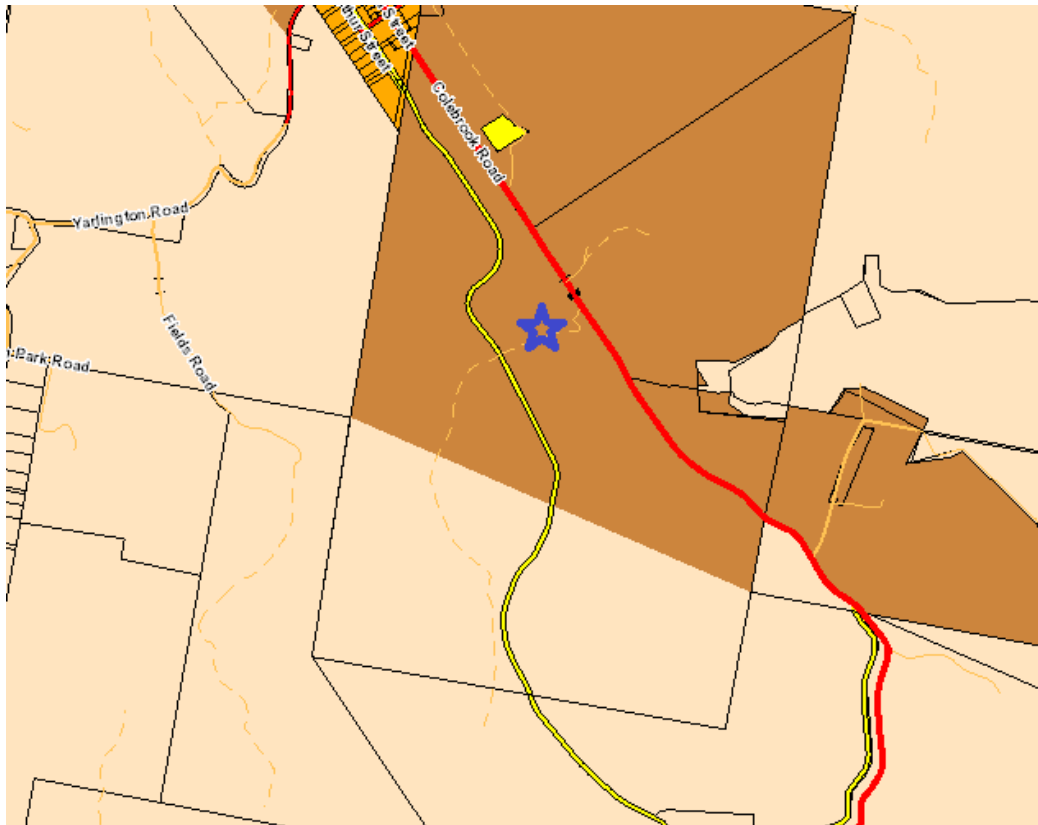
It has been determined that the proposal should be defined as use and development for “Residential – communal residence” and “Community meeting and entertainment”. The proposal relies upon the Special Provision clause 9.5, which allows the planning authority to consider an application for use of a heritage listed plan that would otherwise be prohibited in the applicable zone and is considered at the discretion of Council.

The Council gave notice of the application for public comment for 14 days. During the notification period one (1) representation was received.

This report will assess the proposal against the relevant provisions of the Act and the Scheme. It is recommended that Council approve the proposal.

THE SITE

Maps 1 and 2 below shows the location and zoning of the property and surrounding area.



Map 1_ The subject land is dual zoned, Rural Resource Zone (cream) and Significant Agriculture (brown). Surrounding properties to the north, south and east are also in these zones. Colebrook township to the west is zoned Village (orange) and infrastructure including the railway line and Colebrook Road are zoned Utilities (yellow). The approximate location of the development site is marked with a blue star.



Map 2 _ Aerial image of the development site and surrounding area.

The subject title is located at 2495 Colebrook Road, Colebrook. The title has an area of 325ha and is described in CT123549/1.

The title is one of six that together form a large rural holding of approximately 1095m². The majority of the property is leased and used for farming purposes.

The area subject to this application is the curtilage of Hardwick House, with an area of around 1.8ha and defined by Colebrook Road to the east, Jerusalem Creek to the north and established tree lines the south and west. Hardwick House and a number of existing outbuildings and established gardens are clustered close to Colebrook Road, immediately south of the bridge over Jerusalem Creek.

Hardwick House is located approximately 1.5km south of the Colebrook settlement, with the subject title extending north to the edge of the town. The properties surrounding the site to the south and west are generally characterised as large lots with a mix of farmland on the lower and flatter areas with remnant native bush remaining on some steeper and elevated sections of land.

The South Line railway passes through the property, around 350m south west of Hardwick House. The subject title is bisected by Colebrook Road south of Hardwick House, with the portion on the eastern side of Colebrook Road extending to Craigbourne Dam.

THE APPLICATION

The Application has been prepared and submitted by consultants 6ty^o Pty Ltd on behalf of the owners.

The Application includes a plans, a planning assessment and a Heritage Impact Assessment and Conservation Management Plan to accompany the Development Application form and title documents.

The Application has been referred to Heritage Tasmania and the Department of State Growth.

Advice has been sought from the Heritage Officer (Brad Williams) in preparation of this report.

USE/DEVELOPMENT DEFINITION

The proposed use and development of a monastery is not a defined use type or defined term in the Planning Scheme. In accordance with clause 8.2.4 the proposal must be categorised under the ‘best fit’ of the available use classes under the Planning Scheme.

The proposal has been categorised as use and development for “Residential – communal residence” as the monastery will be the home of the monastery members and “Community meeting and entertainment” due to the religious basis of the community, similar to a church.

Community meeting and entertainment

Use of land for social, religious and cultural activities, entertainment and meetings. Examples include an art and craft centre, church, cinema, civic centre, function centre, library, museum, public art gallery, public hall and theatre.

Residential Use - Communal residence

Means use of land for a building to accommodate persons who are unrelated to one another and who share some parts of the building. Examples include a boarding house, residential college or residential care home.

Use/Development Status under the Planning Scheme

Under the Scheme, a Development Application for use and development for “Residential – communal residence” and/or “Community meeting and entertainment” would normally be prohibited in the Significant Agriculture Zone.

In this case the application is made under the Special Provision Clause 9.5 of the Scheme.

9.5 Change of Use of a Heritage Place

9.5.1 *An application for a use of a Heritage Place listed in the Historic Heritage Code or a place on the Tasmanian Heritage Register that would otherwise be prohibited is discretionary.*

9.5.2 *The planning authority may approve such an application if it would facilitate the restoration, conservation and future maintenance of the historic cultural heritage significance of the place.*

9.5.3 *In determining an application the planning authority must have regard to all of the following:*

- (a) a statement of significance, as defined in the Historic Heritage Code;
- (b) a heritage impact statement and a conservation plan, as defined in the Historic Heritage Code, written with regard to the proposed use;
- (c) the degree to which the restoration, conservation and future maintenance of the historic cultural heritage significance of the place is dependent upon the commencement of the proposed use;
- (d) the extent to which the proposal provides for the active use or re-use of any heritage fabric;
- (e) the likely impact of the proposed use on the residential amenity of the area if within a residential area.

Hardwick House is a Heritage Place listed in the Historic Heritage Code of the Scheme and the Tasmanian Heritage Register. Full assessment against Clause 9.5 is included below.

As a discretionary use and development, the application was advertised in accordance with Section 57 of the Act. Accordingly Council has the discretion to grant a permit or refuse to grant a permit.

PUBLIC NOTIFICATION AND REPRESENTATIONS

The application was advertised on the 17th July 2019 for fourteen (14) days.

During this period Council received one (1) representation. The issues raised in the representation and response are detailed in the table below.

Representation 1	Council Officer Comment
<p>... a neighboring property and one in which will be impacted by future development plans, which are not limited to those contained within the current DA. We are disappointed that we have not been consulted as part of this process prior to the DA being submitted, particularly as we have been in contact numerous times with the applicants. We feel that it is an attempt to have approvals granted without proper community consultation.</p>	<p><i>The Development Application has been advertised in accordance with the requirements of Section 57 of the Act, which is the statutory community consultation process.</i></p> <p><i>Council have no influence on what, if any, consultation an applicant undertakes outside the formal application process.</i></p>
<p>The current DA suggests there are going to be at least 18 people living on site in a small area that has historically been occupied by a single family.</p> <ul style="list-style-type: none"> o This is a lot of people, which is going to generate significant traffic to a section of road that is not well maintained? 	<p><i>The application specifies that traffic generation will be low and similar to the previous levels associated with use of the site as a dwelling and farm, as the nature of a cloistered religious community is that they spend most of their time at the monastery. The level of traffic expected is well within the capacity of Colebrook Road, which is maintained by the State.</i></p> <p><i>A new onsite wastewater system with sufficient capacity has already been installed on the site with required approvals from Council. The property is serviced by normal kerbside rubbish collection and</i></p>

<ul style="list-style-type: none"> ○ What waste systems are going to be in place both for rubbish and sewage? ○ How many people are expected to visit this site? And how often? ○ How much extra traffic is going to be generated through having 18 people coming and going, deliveries and a presumed congregation on mass days? ○ This level of people is going to impact significantly on property and its heritage values. ○ How is this going to effect the waterways and what contingencies are in place should issues occur? ○ This is not a small proposal in terms of people and their impact needs to be properly considered. ○ How many more of these dwellings are going to be constructed in the future? ○ How many people are going to be living on site at any one time? 	<p><i>any excess can be transported to a waste transfer station if needed.</i></p> <p><i>The application indicates that the site will not generally be open to the public. Small groups of family, friends and other visitors are expected on occasion, but this will not be significant numbers of people.</i></p> <p><i>As mentioned above, the monastery members will mainly remain on the site. The proposal does not requires any special deliveries.</i></p> <p><i>There will be no regular congregations for religious services on the site for members of the public.</i></p> <p><i>The proposal is accompanied by a comprehensive report and management plan by a heritage expert. The application has been approved by Heritage Tasmania. Assessment against the heritage requirements of the Scheme is provided elsewhere in this report.</i></p> <p><i>The proposal is not expected to impact on any waterways.</i></p> <p><i>The proposal is considered in detail in the application and this assessment. The proposed buildings must also comply with the requirements of the Building Act 2016.</i></p> <p><i>This assessment can only consider the use and development included in this DA. Any future development will be subject to further application.</i></p> <p><i>The maximum occupancy will be eighteen (18) people as per the application documents.</i></p>
<p>The area is currently a rural area and creating a religious compound of significant size is going to impact on the local residents and impacts their choice of living arrangement (i.e. not wishing to live next a church/monastery)</p>	<p><i>The proposal has been advertised for public comment in accordance with statutory requirements.</i></p> <p><i>Property values are not a planning consideration.</i></p>

<ul style="list-style-type: none"> ○ This has not been done in a consultative manner and is likely to impact negatively on property prices. ○ There is significant public concern about the behavior of members of the clergy (of all denominations), rightly or wrongly, which again will potentially impact property prices. ○ We do not feel that having a monastery in this area is in keeping with the current designated use and object rezoning to accommodate this. ○ 38% of people in Tasmania identify as having no religion and are likely to find this sort of development objectionable particularly given the size of it compared to that of the local community. ○ We would not have purchased our property for the price we did had we known of this development. ○ Having a religious compound is not a good fit to the current zoning or community. 	<p><i>This is not a planning consideration.</i></p> <p><i>The proposal does not request rezoning of the land at this stage. The application makes use of Special Provision 9.5 for heritage places to apply for a use that would not normally be considered in the Significant Agriculture Zone (see assessment below).</i></p> <p><i>This is not a planning consideration.</i></p> <p><i>This is not a planning consideration.</i></p> <p><i>See comments above.</i></p>
<p>The current DA goes into detail about distances from boundaries but does not mention the fact that it will be very close to the Colebrook road.</p> <ul style="list-style-type: none"> ○ The existing manner (sic) is only a few metres from the road ○ There will be significant traffic going to and from this property at all hours of the day and a poorly maintained road which will quickly degrade further with additional usage which is a cost bourn by the local community and not one considered in the DA. 	<p><i>Hardwick House is located close to Colebrook Road, however this does not impact the proposed use or development or use of the road.</i></p> <p><i>The proposal documents indicate that the use will not generate a significant amount of traffic and it is well within the capacity of the road network.</i></p> <p><i>Colebrook Road is owned and maintained by the State. Comment has been received from the Department of State Growth indicating that they have no issues with the proposal and do not require any changes to the existing access arrangements.</i></p>

<p>What concerns us the most however, is the future plans for this site which have not been detailed in this DA. These plans include the building of a significantly larger monastery and a distillery which will have a big impact on the local area and aesthetic as well as potentially more dwellings added over time. These developments are unlikely to provide any community benefit given there will be 18+ monks on site, however will have a significant impact and cost to the community given the increase of traffic etc.</p>	<p><i>This assessment can only consider the use and development included in this DA. Any future development will be subject to further application and impacts would be considered at that time.</i></p>
--	--

ASSESSMENT - THE SOUTHERN MIDLANDS INTERIM PLANNING SCHEME

Special Provisions

<p>9.5 - Change of Use of a Heritage Place</p>	
<p>Criteria</p>	<p>OFFICER COMMENT</p>
<p>9.5.1 An application for a use of a Heritage Place listed in the Historic Heritage Code or a place on the Tasmanian Heritage Register that would otherwise be prohibited is discretionary.</p>	<p><i>Hardwick House is a Heritage Place listed in the Historic Heritage Code of the Scheme and the Tasmanian Heritage Register.</i></p> <p><i>This Application has been considered as a discretionary DA.</i></p>
<p>9.5.2 The planning authority may approve such an application if it would facilitate the restoration, conservation and future maintenance of the historic cultural heritage significance of the place.</p>	<p><i>The proposal includes restoration and conservation works guided by a Heritage Impact Assessment and Conservation Management Plan that will maintain and improve the historic cultural heritage significance of the place. Approval of the proposed monastery will ensure there are resources available for future maintenance where required.</i></p>
<p>9.5.3 In determining an application the planning authority must have regard to all of the following:</p> <p>(a) a statement of significance, as defined in the Historic Heritage Code;</p> <p>(b) a heritage impact statement and a conservation plan, as defined in the Historic Heritage Code, written with regard to the proposed use;</p> <p>(c) the degree to which the restoration, conservation and future maintenance of the historic cultural heritage significance of the place is dependent upon the commencement of the proposed use;</p>	<p><i>(a) and (b)</i></p> <p><i>The application documents include a Heritage Impact Assessment (HIA) and Conservation Management Plan (CMP) prepared by a suitably qualified person (Graeme Corney). These documents include a thorough statement of significance for Hardwick House and detail the proposed restoration works.</i></p> <p><i>The proposed restoration works are dependent upon the owners receiving approval for the proposed</i></p>

<p>(d) the extent to which the proposal provides for the active use or re-use of any heritage fabric;</p> <p>(e) the likely impact of the proposed use on the residential amenity of the area if within a residential area.</p>	<p><i>use of the site as a monastery. Further, the HIA concludes that:</i></p> <p>“I concluded that the principal heritage significance of the place is embodied in the c.1857 fabric and planning. This proposed change of use and its reconstruction of the original mill planning and the original Miller’s Quarter’s entrance will conserve and enhance the cultural significance of the place.</p> <p>An ongoing house use will not reconstruct the former mill plan and will not interpret the history of the site to the wider community. This proposed change of use will.</p> <p>Further this proposed change of use will provide the energy and resources to restore, conserve and maintain the historic cultural significance of the place, using the Conservation Management Plan as a guiding document.”</p> <p><i>The proposal will provide for active re-use of Hardwick House, as the central hub space for the monastery. The proposed restoration works involve demolition of non-original features that currently detract from the heritage values and will enhance the heritage significance of the former mill.</i></p> <p><i>(e) The subject site is not located in a residential area.</i></p>
---	---

Significant Agriculture Zone

The subject site is in the Significant Agriculture Zone. The proposal must satisfy the requirements of the following relevant use and development standards of this zone:

<p>Use Standard 27.3.3 Discretionary Use To that ensure that discretionary non-agricultural uses do not unreasonably confine or restrain the agricultural use of agricultural land.</p>		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>No acceptable solution.</p>	<p>P1</p> <p>A discretionary non-agricultural use must not conflict with or fetter agricultural use on the site</p>	<p><i>The proposed monastery is a discretionary non-agricultural use and is assessed against the Performance criteria.</i></p>

	<p>or adjoining land having regard to all of the following:</p> <p>(a) the characteristics of the proposed non-agricultural use;</p> <p>(b) the characteristics of the existing or likely agricultural use;</p> <p>(c) setback to site boundaries and separation distance between the proposed non-agricultural use and existing or likely agricultural use;</p> <p>(d) any characteristics of the site and adjoining land that would buffer the proposed non-agricultural use from the adverse impacts on amenity from existing or likely agricultural use.</p>	<p><i>The proposed monastery includes new buildings for residential accommodation, new outbuildings and church and change of use of several outbuildings. The farming use (mainly stock grazing) of the rest of the property will continue under lease arrangements, with access to the farm buildings such as shearing shed and stock yards to continue where required. The agricultural use of the subject property will not be impacted by this proposal.</i></p> <p><i>The monastery buildings including the residential units are well setback from neighbouring land, with a minimum of over 700m to adjoining land holdings. The curtilage around Hardwick House is well defined and protected by established vegetation belts and hedges, which give further separation and buffering between the proposed use and surrounding properties. Farm land in the area is mainly used for grazing, with some vineyards and fruit</i></p>
--	--	--

<p>Development Standard 27.4.1 Building Height</p>		
<p>To ensure that building height contributes positively to the rural landscape and does not result in unreasonable impact on residential amenity of land.</p>		
<p>Acceptable Solutions</p> <p>A1 Building height must be no more than: 9 m if for a residential use. 10 m otherwise.</p>	<p>Performance Criteria</p> <p>P1 Building height must satisfy all of the following:</p> <p>(a) be consistent with any Desired Future Character Statements provided for the area;</p> <p>(b) be sufficient to prevent unreasonable adverse impacts on residential amenity on adjoining lots by overlooking and loss of privacy;</p> <p>(c) if for a non-residential use, the height is necessary for that use.</p>	<p>OFFICER COMMENT</p> <p><i>The maximum height of the residential units will be 4.2m, the maximum height of the outbuildings will be 3m and the proposed church will be 7.2m, all complying with the requirements of A1.</i></p>

Development Standard 27.4.2 Setback To minimise land use conflict and fettering of use of rural land from residential use, maintain desirable characteristics of the rural landscape and protect environmental values in adjoining land zoned Environmental Management.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 Building setback from frontage must be no less than: 20 m.	P1 Building setback from frontage must satisfy all of the following: (a) be consistent with any Desired Future Character Statements provided for the area; (b) minimise adverse impact on the rural landscape as viewed from the road; (c) be no less than 10 m.	<i>All of the proposed new buildings will be sited behind Hardwick House and further than 20m from the frontage, complying with A1.</i>
A2 Building setback from side and rear boundaries must be no less than: 100 m.	P2 Building setback from side and rear boundaries must satisfy all of the following: (a) be sufficient to prevent potential for land use conflict that would fetter non-sensitive use of adjoining land; (b) be no less than: 40 m, if the lot is greater than 1 ha or if there is an existing building set back less than this distance, the setback must not be less than the existing building; 20 m, if the lot is less than or equal to 1 ha or if there is an existing building set back less than this distance, the setback must not be less than the existing building.	<i>All of the proposed buildings are sited well over 100m from the side and rear boundaries, easily complying with A2.</i>
A3 Building setback for buildings for sensitive use must comply with all of the following:	P3 Building setback for buildings for sensitive use must satisfy all of the following:	<i>All buildings associated with the communal residence are sited at least 750m from all adjoining land, easily complying with A3.</i>

<p>(a) be sufficient to provide a separation distance from horticultural use or crop production on adjoining land of 200m;</p> <p>(b) be sufficient to provide a separation distance from land zoned Rural Resource of 100 m.</p>	<p>(a) be sufficient to prevent potential for land use conflict that would fetter non-sensitive use of adjoining land;</p> <p>(b) be sufficient to provide a separation distance no less than:</p> <p>80 m from horticultural use or crop production on adjoining land or if there is an existing building with a separation distance less than this distance, the separation distance must not be less than the existing building;</p> <p>40 m from land zoned Rural Resource or if there is an existing building with a separation distance less than this distance, the separation distance must not be less than the existing building.</p>	
---	---	--

<p>Development Standard</p>		
<p>26.4.3 Design</p>		
<p>To ensure that the location and appearance of buildings and works minimises adverse impact on the rural landscape.</p>		
<p>Acceptable Solutions</p>	<p>Performance Criteria</p>	<p>OFFICER COMMENT</p>
<p>A1 The location of buildings and works must comply with any of the following:</p> <p>(a) be located in an area not requiring the clearing of native vegetation and not on a skyline or ridgeline;</p> <p>(b) be located within a building area, if provided on the title;</p> <p>(c) be an addition or alteration to an existing building.</p>	<p>P1 The location of buildings and works must satisfy all of the following:</p> <p>(a) be located in an area requiring the clearing of native vegetation only if:</p> <p>(i) there are no sites clear of native vegetation and clear of other significant site constraints such as access difficulties or excessive slope, or the location is necessary for the functional requirements of infrastructure;</p>	<p><i>The proposal includes new buildings and therefore is assessed against the Performance Criteria.</i></p> <p><i>(a) The proposed buildings are located within the established curtilage of the Hardwick House property. No clearing of native vegetation is proposed.</i></p>

	<p>(ii) the extent of clearing is the minimum necessary to provide for buildings, associated works and associated bushfire protection measures;</p> <p>(b) be located on a skyline or ridgeline only if:</p> <p>(i) there are no sites clear of native vegetation and clear of other significant site constraints such as access difficulties or excessive slope, or the location is necessary for the functional requirements of infrastructure;</p> <p>(ii) significant impact on the rural landscape is minimised through the height of the structure, landscaping and use of colours with a light reflectance value not greater than 40 percent for all exterior building surfaces;</p> <p>(c) be consistent with any Desired Future Character Statements provided for the area.</p>	<p><i>(b) The buildings are not on a skyline or ridgeline.</i></p> <p><i>(c) There are no Desired Future Character Statements.</i></p>
<p>A2 Exterior building surfaces must be coloured using colours with a light reflectance value not greater than 40 percent.</p>	<p>P2 The appearance of external finishes of buildings must not be incompatible with the rural landscape.</p>	<p><i>The proposed church is clad in white painted weatherboards with a light reflectance value greater than 40%.</i></p> <p><i>All of the proposed buildings will be located within the site, behind Hardwick House and the existing machinery shed and shearing shed. There is also established vegetation along the frontage and around the site that further screens the property from Colebrook Road. Accordingly, the proposed buildings will largely be screened from the road and will not be incompatible with the rural landscape.</i></p>

<p>A3 The depth of any fill or excavation must be no more than 2 m from natural ground level, except where required for building foundations.</p>	<p>P3 The depth of any fill or excavation must be kept to a minimum so that the development satisfies all of the following:</p> <p>(a) does not have significant impact on the rural landscape of the area;</p> <p>(b) does not unreasonably impact upon the privacy of adjoining properties;</p> <p>(c) does not affect land stability on the lot or adjoining areas.</p>	<p><i>The proposal does not require cut or fill other than for building foundations, complying with A3.</i></p>
--	---	---

Parking and Access Code

This Code applies to all use and development.

Table E6.1 specifies the number of car parking spaces to be provided for various use types. A monastery is not a defined use under the Scheme and does not clearly fit in any of the categories included in this table.

The proposal plans identifies parking space for seventeen (17) cars on the site. The description of the proposed monastery use indicates that there would typically be only 2 cars kept on the site and demand for visitor parking would be occasional. It is therefore considered that sufficient parking has been provided on the site to meet the needs of the proposed use.

The existing gravel entry and driveway will be retained, with only minor modification to the internal driveway for turning purposes. The low level of traffic expected to be generated by the proposal is well within the capacity of the access and surrounding roads.

The proposal has been referred to the Department of State Growth (DSG) as Colebrook Road is owned and maintained by the State. The DSG representative has advised that given the low traffic volumes to be generated by the proposal and on the road DSG have no objections to the proposal and do not seek any changes to the existing access.

In regard to the design and construction of the access and car parking, the proposal plans provide sufficient detail to demonstrate compliance with the relevant standards of the Code.

Historic Heritage Code

The purpose of the Historic Heritage Code is to recognise and protect the historic cultural heritage significance of places, precincts, landscapes and areas of archaeological potential by regulating development that may impact on their values, features and characteristics.

In this case the subject property is listed on the Tasmanian Heritage Register and is a Heritage Place listed in the Scheme.

The applicant has submitted a comprehensive heritage assessment with the proposal documents. Advice has been sought from the Heritage Officer (Brad Williams) in preparation of this section of this report.

The proposal must satisfy the requirements of the following relevant development standards of this Code:

E13.7.1 Demolition		
To ensure that demolition in whole or part of a heritage place does not result in the loss of historic cultural heritage values unless there are exceptional circumstances.		
Acceptable Solutions	Performance Criteria	COMMENTS
A1 No Acceptable Solution	<p>P1</p> <p>Demolition must not result in the loss of significant fabric, form, items, outbuildings or landscape elements that contribute to the historic cultural heritage significance of the place unless all of the following are satisfied;</p> <p>(a) there are, environmental, social, economic or safety reasons of greater value to the community than the historic cultural heritage values of the place;</p> <p>(b) there are no prudent and feasible alternatives;</p> <p>(c) important structural or façade elements that can feasibly be retained and reused in a new structure, are to be retained;</p> <p>(d) significant fabric is documented before demolition.</p>	<p><i>The proposal includes demolition of some elements of Hardwick House.</i></p> <p><i>The Heritage Officer comments:</i></p> <p>“Whilst the proposal does involve the demolition of some elements of Hardwick House (e.g. creation of openings) – this demolition is limited to items deriving from the 1946 renovation (i.e. removal of the 1946 the infilling of earlier openings) and which have been designated as being of no heritage significance by the CMP. The reinstatement of blocked doorways will assist in portraying an earlier form of the building and is considered a positive heritage outcome (note that this internal demolition, being to non-significant fabric, would not require a permit in its own right under the scheme).</p> <p>No significant landscape elements will be impacted.</p> <p>It is concluded that the proposal adequately meets this Performance Criterion as it does not result in the loss of any significant fabric.”</p> <p><i>It is therefore concluded that the proposal meets the objectives of E13.7.1 of the scheme.</i></p>

E13.7.2 Buildings and Works other than Demolition		
To ensure that development at a heritage place is:		
(a) undertaken in a sympathetic manner which does not cause loss of historic cultural heritage significance; and		
(b) designed to be subservient to the historic cultural heritage values of the place and responsive to its dominant characteristics.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1	P1	<i>The proposal includes comprehensive assessment of the</i>

<p>No Acceptable Solution</p>	<p>Development must not result in any of the following:</p> <p>(a) loss of historic cultural heritage significance to the place through incompatible design, including in height, scale, bulk, form, fenestration, siting, materials, colours and finishes;</p> <p>(b) substantial diminution of the historic cultural heritage significance of the place through loss of significant streetscape elements including plants, trees, fences, walls, paths, outbuildings and other items that contribute to the significance of the place.</p>	<p><i>heritage values of the site and the proposed works in the HIA and CMP documents.</i></p> <p><i>The Heritage Officer comments:</i></p> <p>“The proposed new buildings are distant to the heritage building and further separated by the 1946 extension. No major building works are proposed within 40 metres of the heritage building, therefore there will be no impact from any incompatible design and the siting of the proposed buildings give them a subservience to the existing heritage building.</p> <p>No significant streetscape or contributory elements will be lost.”</p> <p><i>It is therefore concluded that the proposal meets Performance Criteria P1.</i></p>
<p>A2</p> <p>No Acceptable Solution</p>	<p>P2</p> <p>Development must be designed to be subservient and complementary to the place through characteristics including:</p> <p>(a) scale and bulk, materials, built form and fenestration;</p> <p>(b) setback from frontage;</p> <p>(c) siting with respect to buildings, structures and listed elements;</p> <p>(d) using less dominant materials and colours.</p>	<p><i>Heritage Officer comments:</i></p> <p>“Whilst the new buildings are of various forms, colours and finishes, e.g. the modern ‘pod’ rooms and the relocated church – which do not relate to nor make reference to the form or materials/colour palette of the existing heritage building, the distant siting of the proposed buildings means that the proposal is not considered to be inappropriate or detrimental.”</p> <p><i>It is therefore concluded that the proposal meets Performance Criteria P2.</i></p>
<p>A3</p> <p>No Acceptable Solution</p>	<p>P3</p> <p>Materials, built form and fenestration must respond to the dominant heritage characteristics of the place, but any new fabric should be readily identifiable as such.</p>	<p><i>Heritage Officer comments:</i></p> <p>“As per P2. It is not considered necessary that the built form and fenestration of the proposed buildings respond to the characteristics of the existing building due to the large physical separation.”</p>

		<i>It is therefore concluded that the proposal meets Performance Criteria P3.</i>
A4 No Acceptable Solution	P4 Extensions to existing buildings must not detract from the historic cultural heritage significance of the place.	<i>Heritage Officer comments:</i> “The proposed extension to the existing Hardwick House building is small and sited to the rear, out of any public view. That proposed extension will be attached to part of the 1946 extension and have no ability to detract from the heritage significance of the place.” <i>It is therefore concluded that the proposal meets Performance Criteria P4.</i>
A5 New front fences and gates must accord with original design, based on photographic, archaeological or other historical evidence.	P5 New front fences and gates must be sympathetic in design, (including height, form, scale and materials), to the style, period and characteristics of the building to which they belong.	<i>Heritage Officer comments:</i> “The proposed front fences and gates are of a very modern form and materials and are not particularly suited to the context of a historic mill/farmhouse. Being a prominent element on the site, a better outcome would be for these to be of timber construction and of a lower height to reduce prominence. It is concluded that with a condition of approval to ensure a more suitable fencing type, that the proposal adequately meets this Performance Criterion.” <i>The proposed condition is included in the recommendation below.</i>

Stormwater Management Code

Stormwater from the existing and proposed buildings will be collected for use on the property.

Overflows can be managed onsite in accordance with the requirements of this Code.

Waterway and Coastal Protection Code

Part of the land is located within a Waterway Protection Area overlay which extends 30m either side of Jerusalem Creek.

The proposal includes development of twelve of the accommodation units within the Waterway Protection Area.

The proposal must satisfy the requirements of the following relevant development standards of this Code:

E11.7.1 Buildings and Works		
To ensure that buildings and works in proximity to a waterway, the coast, identified climate change refugia and potable water supply areas will not have an unnecessary or unacceptable impact on natural values.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1 Building and works within a Waterway and Coastal Protection Area must be within a building area on a plan of subdivision approved under this planning scheme.</p>	<p>P1 Building and works within a Waterway and Coastal Protection Area must satisfy all of the following:</p> <p>(a) avoid or mitigate impact on natural values;</p> <p>(b) mitigate and manage adverse erosion, sedimentation and runoff impacts on natural values;</p> <p>(c) avoid or mitigate impacts on riparian or littoral vegetation;</p> <p>(d) maintain natural streambank and streambed condition, (where it exists);</p> <p>(e) maintain in-stream natural habitat, such as fallen logs, bank overhangs, rocks and trailing vegetation;</p> <p>(f) avoid significantly impeding natural flow and drainage;</p> <p>(g) maintain fish passage (where applicable);</p> <p>(h) avoid landfilling of wetlands;</p> <p>(i) works are undertaken generally in accordance with 'Wetlands and Waterways Works Manual' (DPIWE, 2003) and "Tasmanian Coastal Works Manual" (DPIPWE, Page and Thorp, 2010), and the unnecessary use of machinery within watercourses or wetlands is avoided.</p>	<p><i>The proposed buildings will be located on a level, grassed area behind (west) of Hardwick House, several metres from the creek bank.</i></p> <p><i>The creek is located is a deep channel, approximately 2m below the ground level of the land to be developed. The works will not alter the existing bank or creek at all and no riparian vegetation will be disturbed.</i></p> <p><i>Stormwater will not be discharged to the creek.</i></p> <p><i>Overall it is considered that the proposal does not conflict with the requirements of this Code and will not impact the values of Jerusalem Creek.</i></p>

CONCLUSION

The report has assessed a Development Application for a proposed monastery at Hardwick House, 2495 Colebrook Road, Colebrook.

One (1) representation was made to Council raising concerns about the proposal, considered above.

The proposal has been found to comply with all the relevant standards of the Scheme, Significant Agriculture Zone and the applicable Codes.

It is recommended that the Application be approved and a Permit issued with conditions and advice.

RECOMMENDATION

THAT, in accordance with the provisions of the *Southern Midlands Interim Planning Scheme 2015* and section 57 of the *Land Use Planning & Approvals Act 1993*, Council APPROVE the Development Application (DA 2019/42) for Change of Use to Monastery, Construction of new accommodation and outbuildings, relocation of church and renovation of a Heritage Place at Hardwick House 2495 Colebrook Road, Colebrook, owned by Saint Regina Ltd and that a permit be issued with the following conditions:

CONDITIONS

General

- 1) The use or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
- 2) This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this letter or the date of the last letter to any representor, which ever is later, in accordance with section 53 of the Land Use Planning and Approvals Act 1993.

Approved Use

- 3) The site and is to be used for the purposes detailed within the approved documents only, that is as a monastery (Residential – communal residence & Community meeting and entertainment). It must not to be used for any other purpose without the prior written consent of Council.

External finishes

- 4) Before any work commences a schedule specifying the finish and colours of all external surfaces and samples must be submitted to and approved by the Council's Manager of Development and Environmental Services. The schedule shall form part of this permit when approved.

Heritage

- 5) That the proposed front fence, from the northern boundary to the access gates, be redesigned to be of timber construction, to a maximum height of 1500mm and more 'Victorian' or 'agricultural' in nature. Designs to achieve those objectives are to be submitted to the satisfaction of Council's Heritage Officer prior to construction.

Reason for condition: To ensure an agricultural and traditional style fence on the prominent road frontage of the Heritage place.

- 6) The proposed re-roofing of Hardwick House must be done in short-sheet corrugated galvanised iron (preferably with a deep profile). Any replacement of guttering is to be in either an ogee or D-mould profile with round downpipes. Any new flashings are to be stepped into mortar joints (i.e. not chased into masonry).

Reason for condition: To promote a more traditional roofing configuration sympathetic to the prominence of the building.

- 7) That an interpretation plan be formulated for Hardwick House, which highlights its history and heritage values, to the satisfaction of Council's Heritage Officer and that the recommendations of that interpretation plan be implemented within 12 months of practical completion of the currently proposed works.

Reason for condition: To tell the story of the changes in use (etc.) of Hardwick House as an evolving heritage site which has had diverse uses during its life and to maximise public engagement with that heritage.

Heritage Tasmania

- 8) Compliance with any conditions or requirements of the Tasmanian Heritage Council in the attached 'Notice of Heritage Decision' No. 5931 dated 1 August 2019.

Parking and Access

- 9) The siting of vehicular accesses and car parking spaces must generally accord with the endorsed plans.
- 10) At least seventeen (17) parking spaces must be provided on the land at all times for the use of the visitors in accordance with Standards Australia (2004): Australian Standard AS 2890.1 - 2004 – Parking Facilities Part 1: Off Street Car Parking; Standards Australia, Sydney.
- 11) The areas set-aside for parking, access and vehicle manoeuvring:
- a) Must provide for a vehicle to enter and leave the site in a forward direction.
 - b) Have an all-weather gravel pavement constructed and surfaced to the satisfaction of Council's Manager Development & Environmental Services.
 - c) Incorporate suitable drainage as necessary to avoid runoff onto the road.
- 12) All areas set-aside for parking and access must be completed before the use commences and must continue to be maintained to the satisfaction of the Council's Development Assessment Committee.

Access to State Road

- 13) The access driveway must be sealed from the edge of the road pavement of Colebrook Road to the entrance gates. The access should be designed and constructed in accordance with advice and requirements from the Transport Division of the Department of State Growth.
- 14) All work on or affecting the State Road, including drainage, must be carried out in accordance with a permit provided by the Transport Division of the Department of State Growth. No works on the State Road shall commence until the Minister's consent has been obtained and a permit issued in accordance with the Roads and Jetties Act 1935.

Advice: For further information, please visit <http://www.transport.tas.gov.au/road/permits>

Services

- 15) The developer must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the development. Any work required is to be specified or undertaken by the authority concerned.

Stormwater

- 16) Drainage from the proposed development must drain to a legal discharge point to the satisfaction of Councils Manager Development & Environmental Services.

Protection of Water Quality

- 17) Before any work commences a soil and water management plan (SWMP) prepared in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South, must be approved by Council's Manager of Development and Environmental Services before development of the land commences (refer to advice below). The SWMP shall form part of this permit when approved.
- 18) Wastewater from the development must discharge to an on-site waste disposal system in accordance with a Plumbing Permit issued by the Permit Authority.

Construction Amenity

- 19) The development must only be carried out between the following hours unless otherwise approved by the Council's Manager of Development and Environmental Services:

Monday to Friday	7:00 a.m. to 6:00 p.m.
Saturday	8:00 a.m. to 6:00 p.m.
Sunday and State-wide public holidays	10:00 a.m. to 6:00 p.m.

- 20) All works associated with the development of the land shall be carried out in such a manner so as not to unreasonably cause injury to, or prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of:
- Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.
 - The transportation of materials, goods and commodities to and from the land.
 - Obstruction of any public footway or highway.
 - Appearance of any building, works or materials.
 - Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Manager of Development and Environmental Services.
- 21) Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the project during the construction period.

- 22) The developer must make good and/or clean any footpath, road surface or other element damaged or soiled by the development to the satisfaction of the Council's Manger of Works and Technical Services.

The following advice applies to this permit:

- A. This permit does not imply that any other approval required under any other legislation has been granted.
- B. This Planning Permit is in addition to the requirements of the Building Act 2016. Approval in accordance with the Building Act 2016 may be required prior to works commencing.
- C. A separate permit is required for any signs unless otherwise exempt under Council's planning scheme.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

11.1.2 DEVELOPMENT APPLICATION (DA 2018/61) FOR VISITOR ACCOMMODATION – CHANGE OF USE OF EXISTING BUILDINGS AND CONSTRUCTION OF TWO NEW BUILDINGS AT 199 CRAIGLEA ROAD, CAMPANIA, OWNED BY G & C GOTTSCHALK

File Ref: T 7734269

Author: SENIOR PLANNING OFFICER (JACQUI TYSON)

Date: 22 AUGUST 2019

Enclosure(s):

*Development Application documents
Representation*

PROPOSAL

Application is made by D. White to the Southern Midlands Council for a Permit under the *Land Use Planning and Approvals Act 1993* (“the Act”) to establish a Visitor accommodation operation at 199 Craiglea Road, Campania.

The proposal involves a change of use for an existing dwelling and outbuilding and construction of new buildings, to provide three (3) one bedroom Visitor accommodation cabins and amenities.

The buildings shown in the application documents are described as follows:

- Building 1 (existing dwelling) – 1 bedroom, 1 bathroom/laundry with living space and kitchen;
- Building 2 (existing) – Toilet;
- Building 3 (new) – Bedsit cabin with kitchen;
- Building 4 (new) - Bedsit cabin with kitchen; and
- Building 5 (new) – Bathroom to be shared by the two bedsit cabins.

The development is located in an existing cleared area of the property. All of the buildings will be clad in a mix of ply veneer sheeting painted dark grey and Colorbond mini orb on the walls and Colorbond on the roof.

An existing onsite wastewater system serves Buildings 1 and 2 and a new system will be installed to serve the bathroom in proposed Building 5.

Access to the Visitor accommodation is from Craiglea Road, via a Right of Way. Each of the three accommodation cabins will be provided with a car parking space. The Visitor accommodation will be managed by the owners, who live on an adjacent property with internal access. No other staff will be required. The maximum occupancy will be six people.

The application has been lodged under the *Southern Midlands Interim Planning Scheme 2015* (“the Planning Scheme”).

The land and is zoned Rural Resource and is partly covered by a Waterway Protection Area around a small drainage line, a Biodiversity Protection Area and a low risk Landslide Hazard Area overlay.

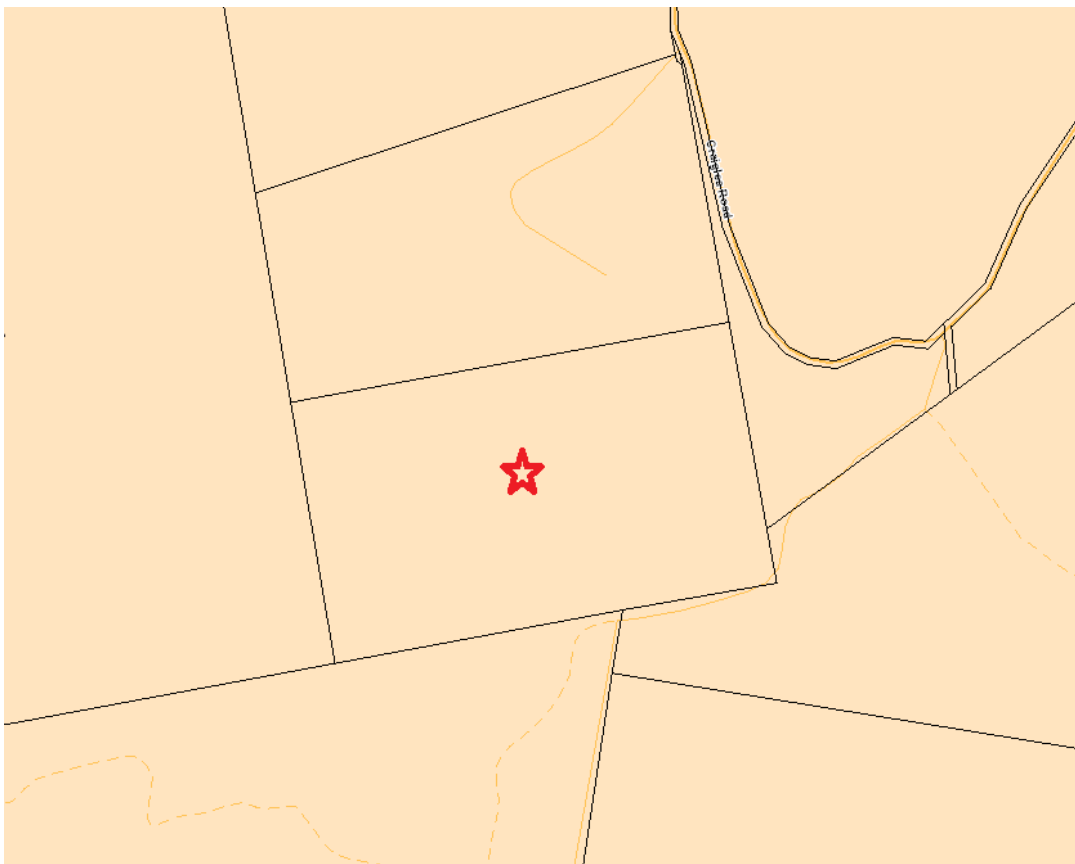
Under the Planning Scheme the proposal is defined as use and development for “Visitor accommodation”. A permit for this type of development is considered at the discretion of Council.

The Council gave notice of the application for public comment for 14 days. During the notification period one (1) representation was received.

This report will assess the proposal against the relevant provisions of the Act and the Scheme. It is recommended that Council approve the proposal.

THE SITE

Maps 1 and 2 below shows the location and zoning of the property and surrounding area.



Map 1_ The subject land and surrounding properties are in the Rural Resource Zone (cream). The location of the site is marked with a red star.



Map 2 _ Aerial image of the subject land and surrounding area.

The property is located at 199 Craiglea Road, Campania. The property has an area of 22.09ha and is described in CT49487/3.

The existing buildings are located in a cleared area, with the remainder of the property covered by native bush. The land generally slopes down from east to west, with a valley forming along the centre part of the title around a drainage line. The drainage line runs west and joins a tributary to the Coal River, which is around 1km west of the site.

There is a gravel access driveway to the property from Craiglea Road via a Right of Way over the adjoining property to the north. There are also internal access tracks joining with the land to the west which is in the same ownership.

The properties surrounding the site are generally characterised as a mix of farmland and native bush, used for farming and/or residential purposes.

THE APPLICATION

The Application has been prepared and submitted by Darryn White on behalf of the owners. The Application includes a series of plans and explanatory notes to accompany the Development Application form and title documents.

USE/DEVELOPMENT DEFINITION

The proposed use and development is defined, under the Planning Scheme, as 'Visitor accommodation':

Visitor accommodation

use of land for providing short or medium term accommodation for persons away from their normal place of residence. Examples include a backpackers hostel, bed and breakfast establishment, camping and caravan park, holiday cabin, holiday unit, motel, overnight camping area, residential hotel and serviced apartment.

Use/Development Status under the Planning Scheme

Under the Scheme, a Development Application for use and development relating to ‘Visitor accommodation’ in the Rural Resource Zone must be considered at the discretion of Council.

Further, the Use Table in Part 26.2 of the Scheme specifies that an application for use and development relating to ‘Visitor accommodation’ can only be considered if it is for a backpackers hostel, bed and breakfast establishment, camping and caravan park, holiday cabin, overnight camping area or seasonal workers accommodation. In this case the Application is for three holiday cabins and is considered accordingly.

As a discretionary development, the application was advertised in accordance with Section 57 of the Act. Accordingly Council has the discretion to grant a permit or refuse to grant a permit.

PUBLIC NOTIFICATION AND REPRESENTATIONS

The application was advertised on the 6th July 2019 for fourteen (14) days.

During this period Council received one (1) representation. The issues raised in the representation and response are detailed in the table below.

Representation 1	Council Officer Comment
<p>We wish to raise our concern about road safety with the proposed change of use to visitor accommodation at above mentioned address.</p> <p>The unsealed road past the tip on Brown Mountain Road is winding and narrow in places.</p> <p>Craiglea Road is single lane in places and all residents have had their fair share of close calls with other motorists.</p> <p>It's inevitable that tourists will not be used to the conditions ahead and accidents will happen sooner than later.</p> <p>I personally had incidents where I had to avoid a head on collision by driving into the ditch.</p> <p>Once it happened to be on my motorbike, far from a safe road as it stands.</p> <p>It's easy to talk to neighbours and expect the residents to drive with care.</p>	<p><i>It is acknowledged that Craiglea Road is narrow and unsealed.</i></p> <p><i>However, it is a public road accessible to all users.</i></p> <p><i>Craiglea Road is a no through road accessing a relatively small number of properties.</i></p> <p><i>The Visitor accommodation will be accessed by booked customers only. There will be no signs other than the property number displayed at the site. The owner will be able to communicate with visitors regarding the nature of the road when providing directions to the property. Drivers can generally be expected to drive to the conditions.</i></p> <p><i>Given the low level of existing traffic on the road and the limited additional traffic to be generated by the proposal (3- 6 cars a day) it is considered that the proposal is within the capacity of the road.</i></p>

<p>It's impossible to have the same courtesy and care from tourists, many of different countries.</p> <p>I lived on Bruny Island for a long time and have seen the changes and vastly increased number of accidents. Please take your time and talk to one of the local emergency services.</p> <p>We cannot urge the topic of road safety enough and wish that with a change of use of 199 Craiglea Road a widening of all the narrow parts of road will make it safe for two vehicles to pass.</p> <p>Furthermore a speed limit of no more than 40km/h would be a reasonable request for the road to be used, if opening up for a commercial enterprise and used by rather inexperienced drivers.</p> <p>We sincerely thank you for taking our thoughts and concerns into consideration.</p>	
<p>I would like to raise our concern about bushfires.</p> <p>We feel safe with our neighbours as everyone is very much aware of the risk of fire.</p> <p>The same cannot be expected from tourists and we fear that even a small fire can easily escape and go uphill towards our property.</p> <p>Once more, thank you for taking our thoughts into consideration.</p>	<p><i>The proposed Visitor accommodation will require a Bushfire Hazard Management Plan to be prepared as part of the building approval process. This will include consideration of the design of the buildings, hazard management areas, access and water supply for firefighting.</i></p> <p><i>The proposal does not include any outdoor fire sources, such as a fire pit or wood fuel BBQ and the land owner has confirmed that there is no intention to provide anything of this sort.</i></p> <p><i>Further, any guests would need to comply with usual fire regulations such as total fire bans.</i></p> <p><i>Overall it is not expected that the proposed use will increase the risk of bushfire.</i></p>

ASSESSMENT - THE SOUTHERN MIDLANDS INTERIM PLANNING SCHEME

Rural Resource Zone

The subject site is in the Rural Resource Zone. The proposal must satisfy the requirements of the following relevant use and development standards of this zone:

Use Standard 26.3.1 Sensitive Use To that ensure sensitive use does not unreasonably convert agricultural land or conflict with or fetter non-sensitive use.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 A sensitive use is for a home based business or an extension or replacement of an existing dwelling or existing ancillary dwelling, or for home-based child care in accordance with a licence under the Child Care Act 2001.	P1 A sensitive use must not unreasonably convert agricultural land or conflict with or fetter non-sensitive use on adjoining land having regard to all of the following: (a) the characteristics of the proposed sensitive use; (b) the characteristics of the existing or likely non-sensitive use on adjoining land; (c) setback to site boundaries and separation distance between the proposed sensitive use and existing or likely non-sensitive use on adjoining land; (d) any characteristics of the site and adjoining land that would buffer the proposed sensitive use from the adverse impacts on residential amenity from existing or likely non-sensitive use.	<p><i>The proposal is for Visitor accommodation and is therefore assessed against the Performance criteria.</i></p> <p><i>The farm land on the property and adjoining land is predominantly used for livestock grazing. The Applicant identifies that staying in a rural setting overlooking a working farm is an attraction for visitors. The accommodation is sited at the edge of the cleared pasture and is well set back from boundaries.</i></p> <p><i>It is considered that the proposed Visitor accommodation does not represent any unreasonable conversion of agricultural land and is unlikely to conflict with or fetter the use of land for agriculture.</i></p>

Use Standard 26.3.2 Visitor accommodation To ensure visitor accommodation is of a scale that accords with the rural character and use of the area.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 Visitor accommodation must comply with all of the following: (a) is accommodated in existing buildings; (b) provides for any parking and manoeuvring spaces required pursuant to the Parking and Access Code on-site; (c) has a floor area of no more than 250m ² .	P1 Visitor accommodation must satisfy all of the following: (a) not adversely impact residential amenity and privacy of adjoining properties; (b) provide for any parking and manoeuvring spaces required pursuant to the Parking and Access Code on-site; (c) be of an intensity that respects the character of use of the area; (d) not adversely impact the safety and efficiency of the local road network or disadvantage owners and users of private rights of way; (e) be located on the property's poorer quality agricultural land or within the farm homestead buildings precinct; (f) not fetter the rural resource use of the property or adjoining land.	<p><i>The proposed Visitor accommodation includes use of existing buildings and new buildings, so assessment against the Performance Criteria is necessary.</i></p> <p><i>(a) The Visitor accommodation buildings are sited over 300m from the nearest dwelling, with bush between them providing visual privacy.</i> <i>The access driveway for the Visitor accommodation does pass over a Right of Way on the same neighbouring property. The Right of Way diverges from the access driveway used by the neighbouring dwelling just after the crossover from Craiglea Road and then follows the title boundary south to the subject land. A locked gate limits use of the Right of Way. The Right of Way/driveway for the Visitor accommodation is located over 100m from the neighbouring dwelling and about 50m from the cleared yard around that dwelling, again with vegetation to assist with screening.</i> <i>The expected number of vehicles per day at peak occupancy would be 6 (3 leaving and 3 arriving), with a lower number expected most of the time. The increased traffic to the Visitor accommodation will create some impact to the amenity of the neighbouring property, however the distance and vegetation cover will provide a reasonable level of separation and the amount of traffic is low, so that the impact is not unreasonable.</i></p> <p><i>(b) Suitable parking and internal access is provided for the proposal.</i></p> <p><i>(c) The proposal is for 3 holiday cabins with a maximum occupancy of 6 people. This is considered to be a reasonable intensity that respects the site and surrounds.</i></p>

		<p>(d) <i>The access crossover from Craiglea Road is well formed and safe. Craiglea Road is a narrow, gravel road maintained by Council. The low level of traffic expected to be generated by the proposal can be accommodated by the local road network.</i></p> <p><i>The Right of Way access is described in (a) above. The Applicant states that a locked gate to the Right of Way will be maintained to prevent unauthorised access and that access for visitors would be by appointment/booking only. It is considered reasonable to include a condition requiring the access ROW to be managed to avoid nuisance to the neighbouring property.</i></p> <p>(e) <i>The Visitor accommodation will be clustered at the edge of the cleared area. The site is not high quality agricultural land.</i></p> <p>(f) <i>As discussed above, the proposal is not expected to fetter the agricultural use of the property or surrounding land.</i></p>
--	--	---

<p>Development Standard 26.4.1 Building Height To ensure that building height contributes positively to the rural landscape and does not result in unreasonable impact on residential amenity of land.</p>		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1 Building height must be no more than:</p> <p>9 m if for a residential use.</p> <p>10 m otherwise.</p>	<p>P1 Building height must satisfy all of the following:</p> <p>(a) be consistent with any Desired Future Character Statements provided for the area;</p> <p>(b) be sufficient to prevent unreasonable adverse impacts on residential amenity on adjoining lots by overlooking and loss of privacy;</p>	<p><i>The maximum height of the proposed new building is approximately 5m, easily complying with the requirements of A1.</i></p>

	(c) if for a non-residential use, the height is necessary for that use.	
--	--	--

Development Standard		
26.4.2 Setback		
To minimise land use conflict and fettering of use of rural land from residential use, maintain desirable characteristics of the rural landscape and protect environmental values in adjoining land zoned Environmental Management.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 Building setback from frontage must be no less than: 20 m.	P1 Building setback from frontages must maintain the desirable characteristics of the surrounding landscape and protect the amenity of adjoining lots, having regard to all of the following: (a) the topography of the site; (b) the size and shape of the site; (c) the prevailing setbacks of existing buildings on nearby lots; (d) the location of existing buildings on the site; (e) the proposed colours and external materials of the building; (f) the visual impact of the building when viewed from an adjoining road; (g) retention of vegetation.	<i>The property does not have direct frontage to a road. In any case, the buildings are sited more than 200m from Craiglea Road, complying with A1.</i>
A2 Building setback from side and rear boundaries must be no less than: 40 m.	P2 Building setback from side and rear boundaries must maintain the character of the surrounding rural landscape, having regard to all of the following: (a) the topography of the site;	<i>All of the buildings are sited over 100m from the side and rear boundaries, easily complying with A2.</i>

	<p>(b) the size and shape of the site;</p> <p>(c) the location of existing buildings on the site;</p> <p>(d) the proposed colours and external materials of the building;</p> <p>(e) visual impact on skylines and prominent ridgelines;</p> <p>(f) impact on native vegetation.</p>	
--	--	--

Development Standard 26.4.3 Design To ensure that the location and appearance of buildings and works minimises adverse impact on the rural landscape.		
Acceptable Solutions	Performance Criteria	<i>OFFICER COMMENT</i>
<p>A1 The location of buildings and works must comply with any of the following:</p> <p>(a) be located within a building area, if provided on the title;</p> <p>(b) be an addition or alteration to an existing building;</p> <p>(c) be located in an area not requiring the clearing of native vegetation and not on a skyline or ridgeline.</p>	<p>P1 The location of buildings and works must satisfy all of the following:</p> <p>(a) be located on a skyline or ridgeline only if:</p> <p>(i) there are no sites clear of native vegetation and clear of other significant site constraints such as access difficulties or excessive slope, or the location is necessary for the functional requirements of infrastructure;</p> <p>(ii) significant impacts on the rural landscape are minimised through the height of the structure, landscaping and use of colours with a light reflectance value not greater than 40 percent for all exterior building surfaces;</p> <p>(b)</p>	<p><i>The proposal includes new buildings and therefore is assessed against the Performance Criteria.</i></p> <p><i>(a) The buildings are not on a skyline or ridgeline in compliance with A1.</i></p> <p><i>(b) There are no Desired Future Character Statements.</i></p> <p><i>(c) No further clearing of native vegetation is expected to be required as bushfire management areas have already been created around the existing buildings. If any additional clearing is required it would be minimal and for further bushfire protection purposes.</i></p>

	<p>be consistent with any Desired Future Character Statements provided for the area;</p> <p>(c) be located in and area requiring the clearing of native vegetation only if:</p> <p>(i) there are no sites clear of native vegetation and clear of other significant site constraints such as access difficulties or excessive slope, or the location is necessary for the functional requirements of infrastructure;</p> <p>(ii) the extent of clearing is the minimum necessary to provide for buildings, associated works and associated bushfire protection measures;</p>	
<p>A2 Exterior building surfaces must be coloured using colours with a light reflectance value not greater than 40 percent.</p>	<p>P2 The appearance of external finishes of buildings must not be incompatible with the rural landscape.</p>	<p><i>The proposed buildings will be finished in dark colours in compliance with A2.</i></p>
<p>A3 The depth of any fill or excavation must be no more than 2 m from natural ground level, except where required for building foundations.</p>	<p>P3 The depth of any fill or excavation must be kept to a minimum so that the development satisfies all of the following:</p> <p>(a) does not have significant impact on the rural landscape of the area;</p> <p>(b) does not unreasonably impact upon the privacy of adjoining properties;</p> <p>(c) does not affect land stability on the lot or adjoining areas.</p>	<p><i>The proposal does not require significant earthworks, complying with A3.</i></p>

Parking and Access Code

This Code applies to all use and development.

Table E6.1 requires one car parking space to be provided for each holiday cabin. The proposal plans include a parking space for each of the cabins complying with this requirement.

In regard to the design and construction of the access and car parking, the proposal plans provide sufficient detail to demonstrate compliance with the relevant standards of the Code.

Stormwater Management Code

Stormwater from the proposed buildings, accesses and car parks can be collected and managed onsite in accordance with the requirements of this Code.

Biodiversity Code

The land is located within a Biodiversity Protection Area as identified on the Scheme maps.

The development is located in an existing cleared area. It is expected that if any additional clearing is required for bushfire protection measures it will be minimal. Vegetation removal for the purpose of protection from bushfire in accordance with a bushfire management plan is exempt under Clause E10.4.1 of the Code. A bushfire management plan will be required for the development at the building approval stage.

Landslide Hazard Code

Parts of the land are located within a Landslide Hazard Area overlay identified on the Scheme maps. As there are no buildings or works occurring within these areas further assessment against the standards of this Code is not required.

Waterway and Coastal Protection Code

Part of the land is located within a Waterway Protection Area overlay around the drainage line. As there are no buildings or works occurring within the overlay areas further assessment against the standards of this Code is not required.

CONCLUSION

The report has assessed a Development Application for proposed Visitor accommodation at 199 Craiglea Road, Campania.

One (1) representation was made to Council raising concerns regarding access and amenity, considered above.

The proposal has been found to comply with all the relevant standards of the Rural Resource Zone and the applicable Codes.

It is recommended that the Application be approved and a Permit issued with conditions and advice.

RECOMMENDATION

THAT, in accordance with the provisions of the *Southern Midlands Interim Planning Scheme 2015* and section 57 of the *Land Use Planning & Approvals Act 1993*, Council APPROVE the Development Application ((DA 2019/61) for Visitor accommodation – Change of Use of Existing Buildings and Construction of Two New Buildings at 199 Craiglea Road, Campania, owned by G & C Gottschalk and that a permit be issued with the following conditions:

CONDITIONS

General

- 1) The use or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
- 2) This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this letter or the date of the last letter to any representor, whichever is later, in accordance with section 53 of the Land Use Planning and Approvals Act 1993.

Approved Use

- 3) The site and is to be used for the purposes detailed within the approved documents only, that is; *Visitor accommodation*. It must not to be used for any other purpose without the prior written consent of Council.

Natural values

- 4) Clearance of native vegetation on the property must limited to that specified in an approved Bushfire Hazard Management Plan only, unless otherwise approved by Council.

External finishes

- 5) Before any work commences a schedule specifying the finish and colours of all external surfaces and samples must be submitted to and approved by the Council's Manager of Development and Environmental Services. The schedule must provide for finished colours that blend in with the natural rural landscape and have a light reflectance value not exceeding 40%. The schedule shall form part of this permit when approved.

Access and parking

- 6) At least three (2) parking spaces must be provided on the land at all times for the use of the visitors in accordance with Standards Australia (2004): Australian Standard AS 2890.1 - 2004 – Parking Facilities Part 1: Off Street Car Parking; Standards Australia, Sydney.
- 7) All areas set-aside for parking and access must be completed before the use commences or the building is occupied and must continue to be maintained to the satisfaction of the Council's Development Assessment Committee.
- 8) Use of the access Right of Way by guests must be managed to avoid causing a nuisance to the property owner, to the satisfaction of Councils Manager Development & Environmental Services.

Services

- 9) The developer must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the development. Any work required is to be specified or undertaken by the authority concerned.

Stormwater

- 10) Drainage from the proposed development must drain to a legal discharge point to the satisfaction of Councils Manager Development & Environmental Services.

Protection of Water Quality

- 11) Before any work commences a soil and water management plan (SWMP) prepared in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South, must be approved by Council's Manager of Development and Environmental Services before development of the land commences (refer to advice below). The SWMP shall form part of this permit when approved.

Construction Amenity

- 12) The development must only be carried out between the following hours unless otherwise approved by the Council's Manager of Development and Environmental Services:

Monday to Friday	7:00 a.m. to 6:00 p.m.
Saturday	8:00 a.m. to 6:00 p.m.
Sunday and State-wide public holidays	10:00 a.m. to 6:00 p.m.

- 13) All works associated with the development of the land shall be carried out in such a manner so as not to unreasonably cause injury to, or prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of:
- f. Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.
 - g. The transportation of materials, goods and commodities to and from the land.
 - h. Obstruction of any public footway or highway.
 - i. Appearance of any building, works or materials.
 - j. Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Manager of Development and Environmental Services.
- 14) Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the project during the construction period.
- 15) The developer must make good and/or clean any footpath, road surface or other element damaged or soiled by the development to the satisfaction of the Council's Manger of Works and Technical Services.

The following advice applies to this permit:

- A. This permit does not imply that any other approval required under any other legislation has been granted.
- B. This Planning Permit is in addition to the requirements of the Building Act 2016. Approval in accordance with the Building Act 2016 may be required prior to works commencing.
- C. A separate permit is required for any signs unless otherwise exempt under Council's planning scheme.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

ENCLOSURE
 Agenda Item 11.1.2

SMC - KEMPTON
RECEIVED
 19/06/2019

Development & Environmental Services
 Email: mail@southernmidlands.tas.gov.au
 Phone: (03) 62545050
 Postal Address: PO Box 21 Ostlands Tas 7120



7734269

APPLICATION FOR PLANNING PERMIT – USE AND DEVELOPMENT
Commercial, Industrial, Forestry and other Non- Residential development
 Use this form to apply for planning approval in accordance with section 57 and 58 of the Land Use Planning and Approvals Act 1993

Applicant / Owner Details:

Owner / s Name

Postal Address

Phone No:
Fax No:

Email address

Applicant Name
 (if not owner)

Postal Address

Phone No:
Fax No:

Email address:

Description of proposed use and/or development:

Address of new use and development:

Certificate of Title No **Volume No** **Lot No**

Description of Use
Development on site

current use of land and building

Refer Definitions in Clause 8.2 of the Southern Midlands Planning Scheme 2015
 Attach additional information if required.

Es. Are there any existing buildings on this title?
 If yes, what is the main building used as?

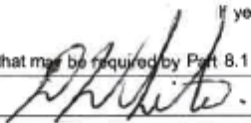
Is the property Heritage Listed Please tick ✓ answer
 Yes No

Signage Please tick ✓ answer
 Yes No

Business Details	Existing hours of operation				Proposed hours of new operation			
	Hours	am	to	pm	Hours	am	to	pm
	Weekdays				Weekdays			
	Sat				Sat			
	Sun				Sun			
Number of existing employees	N/A				Number of proposed new employees :			
Traffic Movements	Number of commercial vehicles servicing the site at present				Approximate number of commercial vehicles servicing the site in the future			
	Number of Car Parking Spaces				How many new car spaces are proposed			
	3+				3+			
Is the development to be staged:	Please tick ✓/answer							
	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>						
Is the development to be staged, If yes	Described proposed stages				Described period of proposed stages			
Proposed Material Types	What are the proposed external wall colours				What is the proposed roof colour			
	What is the proposed external wall materials				What is the proposed roof materials			
	What is the proposed new floor area m ²				What is the estimated value of all the new work proposed			
	DARK TONE GREY / BROWN CLADDING + MASONRY.				DARK TONE GREY / BROWN CORRUGATED IRON.			
240 m ² COMB.				\$ 250 000				

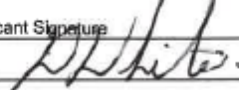
If yes attach details: size, colours, fonts, location

Please attach any additional information that may be required by Part 8.1 Application Requirements of the Planning Scheme.

Signed Declaration 

I/we hereby apply for a planning approval to carry out the use or development described in this application and in the accompanying plans and documents, accordingly I declare that:

- The information given is a true and accurate representation of the proposed development. I understand that the information and materials provided with this development application may be made available to the public. I understand that the Council may make such copies of the information and materials as, in its opinion, are necessary to facilitate a thorough consideration of the Development Application. I have obtained the relevant permission of the copyright owner for the communication and reproduction of the plans accompanying the development application, for the purposes of assessment of that application. I indemnify the Southern Midlands Council for any claim or action taken against it in respect of breach of copyright in respect of any of the information or material provided.
- I am the applicant for the planning permit and I have notified the owner/s of the land in writing of the intention to make this application in accordance with Section 52(1) of the Land Use Planning Approvals Act 1993 (or the land owner has signed this form in the box below in "Land Owner(s) signature");

Applicant Signature 	Applicant Name (print) DARRYN WHITE	Date 19-6-19
Land Owner(s) Signature	Land Owners Name (please print)	Date
Land Owner(s) Signature	Land Owners Name (please print)	Date

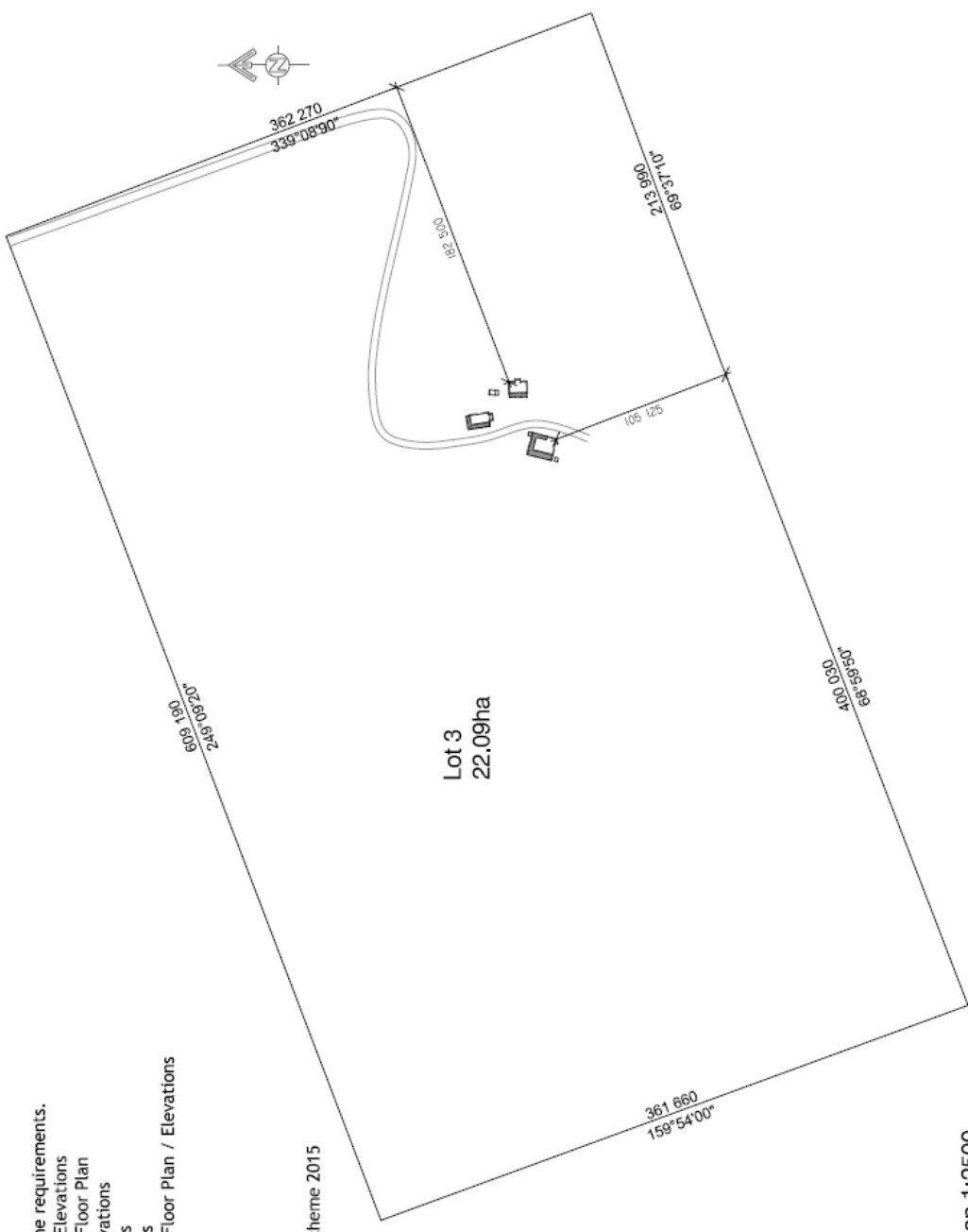
Address all correspondence to:
 The General Manager, PO Box 21, Oatlands, Tasmania 7120
 Or by Email Address: mail@southernmidlands.tas.gov.au 'in single PDF file format'
 Phone (03) 62545050

Index	
01	- Project Information
02	- Site Plan
03	- Site Plan
04	- Development description and Planning Scheme requirements.
05	- Building 1 - as constructed - change of use - Elevations
06	- Building 1 - as constructed - change of use - Floor Plan
07	- Building 2 - as constructed - Floor Plan / Elevations
08	- Building 3 - proposed - Floor Plan / Elevations
	- Building 4 - proposed - Floor Plan / Elevations
	- Building 5 - as constructed - change of use - Floor Plan / Elevations

SMC - KEMPTON
 RECEIVED
 27/08/2019

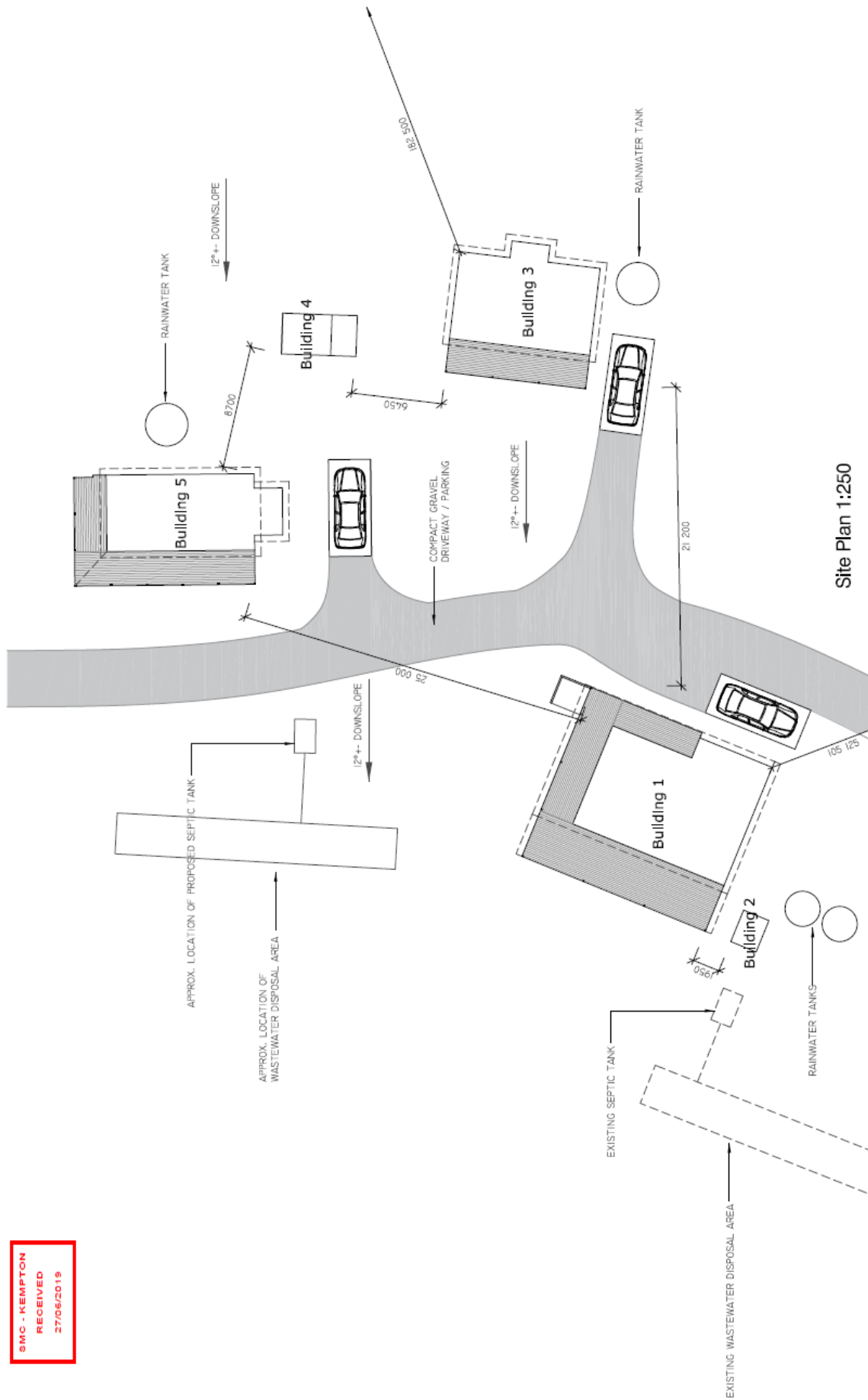
Project Information
 Land Title Reference: Volume 49487 Folio 3
 Lot area: 22.09Ha

Planning Scheme - Southern Midlands Interim Planning Scheme 2015
Zone - 26.0 Rural Resource
Overlays - Biodiversity Protection Area
 Landslide Hazard Area
 Waterway and Coastal Hazard Area



Site Plan 1:2500

26th June 2019 Date	A3 Page size	G & C Gottschalk Client	Visitor Accommodation Proposal	01 08 Page No
100 Cambrian Road Cammella				
This drawing is the property of Barry White. Reproduction in whole or part is strictly forbidden without the written consent of Barry White. Failure to do so will result in legal action being taken.				
Barry White - Building Design and Consulting. P O Box 381 Rosny Park Tasmania 7018 P: 0409 659 358 E: dwhite@gmail.com W: www.everythingbuilding.com.au ABN: 9515007060 ACCREDITATION NO: CC1623W				



Site Plan 1:250

S/MC - KEMPTON
 RECEIVED
 27/06/2019

<p>26th June 2019</p> <p>Date</p>	<p>A3</p> <p>Page size</p>	<p>G & C Gottschalk</p> <p>Client</p>	<p>Visitor Accommodation</p> <p>Proposal</p>	<p>Daryn White - Building Design and Consulting. P O Box 381 Rosny Park Tasmania 7018 P: 0409 659 358 E: dwhite@gmail.com W: www.everythingbuilding.com.au ABN: 5513007956 ACCREDITATION NO. CC1623W</p>	<p>02 08</p> <p>Page</p> <p>2019</p> <p>This drawing is the property of Daryn White. Reproduction in whole or part is strictly prohibited without the written consent of Daryn White. Failure to do so will result in legal action being taken.</p>
---------------------------------------	----------------------------	---	--	--	---

SMC - KEMPTON
RECEIVED
27/06/2019

APPLICATION REQUIREMENTS
CHANGE OF USE - APPROVAL FOR
VISITOR ACCOMMODATION - HOLIDAY CABINS AND B&B ESTABLISHMENT.

- EXTERNAL COLOURS AND FINISHES.
- ALL BUILDINGS TO REFLECT SIMILAR LOOK AND APPEARANCE.
- COLORBOND CORRUGATED IRON ROOF.
- DARK TINT POLYCARBONATE TO ALL DECK ROOF AREAS.
- FLY VENEER / FLAT SHEET WALL CLADDING TO SELECTED EXTERNAL WALLS.
- MASONRY BLOCKWORK WHERE REQUIRED.
- COLORBOND MINI ORB TO SELECTED PORTIONS OF EXTERNAL WALLS.
- ALUMINIUM FRAME WINDOWS AND DOORS THROUGHOUT.

ALL EXTERNAL PAINT FINISHES TO BE DARK TONE GREY / BROWN WITH A LIGHT REFLECTANCE VALUE NOT GREATER THAN 40 PERCENT.

26.3.2 VISITOR ACCOMMODATION PERFORMANCE CRITERIA - Pt.

- NOT ADVERSELY IMPACT RESIDENTIAL AMENITY AND PRIVACY OF ADJOINING PROPERTIES.
- ALL BUILDINGS ARE LOCATED IN EXCESS OF 100M INSIDE THE PROPERTY BOUNDARY IN A RURAL SETTING WITH A NATIVE BUSH SURROUNDS AND BACKDROP.
- RESIDENTIAL BUILDINGS ON ADJOINING PROPERTIES CAN NOT BE SEEN FROM THIS LOCATION.
- PROVIDE FOR ANY PARKING AND MANEUVERING SPACES REQUIRED PURSUANT TO THE PARKING AND ACCESS CODE ON - SITE. UNLIMITED SPACE FOR ADDITIONAL PARKING AND MANEUVERING, SHOULD COUNCIL DEEM IT NECESSARY.

BE OF AN INTENSITY THAT RESPECTS THE CHARACTER OF USE OF THE AREA.

- ALL INDIVIDUAL BUILDINGS ARE OF SMALL TO MEDIUM FOOTPRINT, REFLECTING A SIMILAR IMAGE OF INDIVIDUAL FARM BUILDINGS IN A RURAL SETTING. GROSS FLOOR AREA IS UNDER 250sqm PLUS THE OUTSIDE AMENITY AREAS.
- DARK EXTERNAL FINISHES ALLOW THE BUILDINGS TO NESTLE INTO THE BUSH BACKDROP WHEN VIEWED FROM THE NEIGHBORING PROPERTIES.

NOT ADVERSELY IMPACT THE SAFETY AND EFFICIENCY OF THE LOCAL ROAD NETWORK OR DISADVANTAGE OWNERS AND USERS OF PRIVATE RIGHTS OF WAY.

- ACCESS TO THE PROPERTY IS DIRECTLY OFF CRAIGLEA ROAD AND VIA A PRIVATE RIGHT OF WAY THAT ONLY SERVICES TWO ADDITIONAL RURAL BLOCKS OF SIMILAR SIZE. CRAIGLEA ROAD IS NOT A THROUGH ROAD AND ACCESS IS BY APPOINTMENT ONLY, WITH A LOCKED GATE RESTRICTING UNAUTHORIZED ACCESS.
- WITH THIS IN MIND, USERS OF THIS ACCOMMODATION FACILITY WILL NOT ADVERSELY IMPACT THE SAFETY AND EFFICIENCY OF THE LOCAL ROAD NETWORK OR DISADVANTAGE OWNERS AND USERS OF THE RIGHT OF WAY.

BE LOCATED ON THE PROPERTY'S POORER QUALITY AGRICULTURAL LAND OR WITHIN THE FARM HOMESTEAD BUILDINGS PRECINCT.

- TWO OF THE THREE ACCOMMODATION BUILDINGS ARE EXISTING AND PREVIOUSLY APPROVED AS A DWELLING AND OUTBUILDING.
- NEW BUILDINGS ARE TO BE POSITIONED AND CONSTRUCTED IN CLOSE PROXIMITY TO THE EXISTING.

NOT FETTER THE RURAL RESOURCE USE OF THE PROPERTY OR ADJOINING LAND.

- THE PROPERTY AND ADJOINING LAND IS PREDOMINANTLY USED FOR LIVESTOCK GRAZING. AN ATTRACTION FOR VISITORS IS TO STAY WITHIN A RURAL SETTING OVERLOOKING A WORKING PROPERTY WITNESSING GOOD FARMING PRACTICE WITHIN THIS IDYLIC RURAL SETTING. THIS DEVELOPMENT AND CHANGE OF USE WILL NOT FETTER THE RURAL RESOURCE OF THIS PROPERTY OR ADJOINING LAND.

STORMWATER CATCHMENT AND SURFACING.
ALL BUILDINGS' ROOF CATCHMENTS TO COLLECT IN RAINWATER TANKS AS INDICATED ON THE SITE PLAN.
RAINWATER TANK OVERFLOWS TO BE DIRECTED AWAY FROM THE BUILDINGS AND IN THE DIRECTION OF THE DOWN-SLOPE OF THE BLOCK TOWARDS ANY NATURAL WATERCOURSE.
DRIVEWAY AND PARKING BAYS TO BE CONSTRUCTED OF COMPACTED GRAVEL WITH SPOON DRAIN/CULVERT DRAINAGE DIRECTED TO THE DOWN-SLOPE OF THE BLOCK TOWARDS NATURAL WATERCOURSE.
ALL STORMWATER RUN-OFF TO BE CONTAINED WITHIN THE PROPERTY BOUNDARIES.

WASTEWATER TREATMENT

A NEW WASTEWATER TREATMENT SYSTEM IS TO BE INSTALLED TO SERVICE BUILDINGS, 3, 4 AND 5. SPECIFIC DESIGN REQUIREMENTS TO BE PROVIDED UPON LODGMENT OF PLANS FOR BUILDING AND PLUMBING. SITE ALLOWS FOR UNLIMITED SCOPE FOR SYSTEM DESIGN TO MEET THE NEEDS APPLIED FOR.

VEGETATION CLEARING

MINIMAL OR NO ADDITIONAL VEGETATION CLEARING IS REQUIRED FOR THIS DEVELOPMENT. CLEARING HAS PREVIOUSLY BEEN CONDUCTED TO MEET THE REQUIREMENTS OF THE PREVIOUS APPROVALS TO SATISFY THE BUSHFIRE MANAGEMENT REQUIREMENTS.
ANY ADDITIONAL CLEARING, IF REQUIRED WILL BE FIRE HAZARD MANAGEMENT WORKS IN ACCORDANCE WITH THE FIRE SERVICES ACT 1979.

OPERATION DETAILS

THE PROPOSED VISITOR ACCOMMODATION WILL BE MANAGED AND SERVICED BY THE PROPRIETATORS WHO RESIDE AND OPERATE FROM AN ADJOINING PROPERTY. THIS PROPERTY IS ACCESSED INTERNALLY FROM THE RESIDENCE PROPERTY, THIS NOT IMPACTING ON THE PUBLIC ROAD INFRASTRUCTURE.
NUMBER OF STAFF TO SERVICE AND MAINTAIN THE VISITOR ACCOMMODATION COMPLEX WILL BE TWO.
LAUNDRING TO BE CONDUCTED OFF SITE.
MAXIMUM OCCUPANCY WILL BE 6X PERSONS, AS THE DEVELOPMENT IS TO CATER FOR 3X INDIVIDUAL COUPLES, WITH ONE BEDROOM TO EACH UNIT.
EXPECTED VEHICLE MOVEMENTS OFF CRAIGLEA ROAD IS A MAXIMUM OF 3 VEHICLES PER DAY, HOWEVER NOT ON A DAILY BASIS. SEASONAL VARIATIONS AND OCCUPANCY DEMAND WILL APPLY THUS LOWERING THE AVERAGE DAILY USE OVER A 12 MONTH PERIOD.
ALL STAFF/OWNERS WILL ACCESS THE DEVELOPMENT FROM THE ADJOINING PROPERTY.
EXTERNAL DELIVERIES WILL BE UNLIKELY, HOWEVER CAN BE CALCULATED AS 1 PER MONTH.
ACTIVITIES AND EVENTS ARE RESTRICTED TO THE REQUIREMENTS SET BY A RURAL RETREAT FOR A COUPLE'S WEEKEND AWAY.

BIODIVERSITY CODE

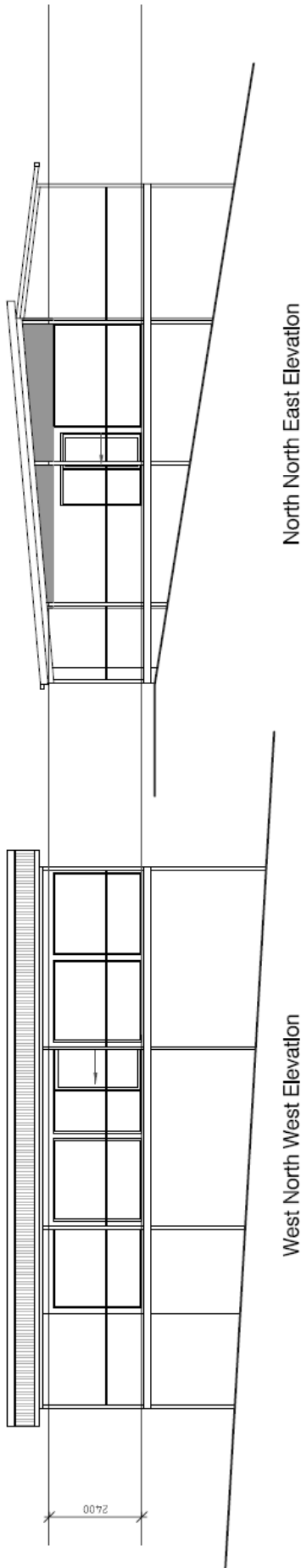
ANY ADDITIONAL CLEARING, IF REQUIRED WILL BE FIRE HAZARD MANAGEMENT WORKS IN ACCORDANCE WITH THE FIRE SERVICES ACT 1979, TO COMPLY WITH E10.4 OF THE PLANNING SCHEME.

SIGNAGE

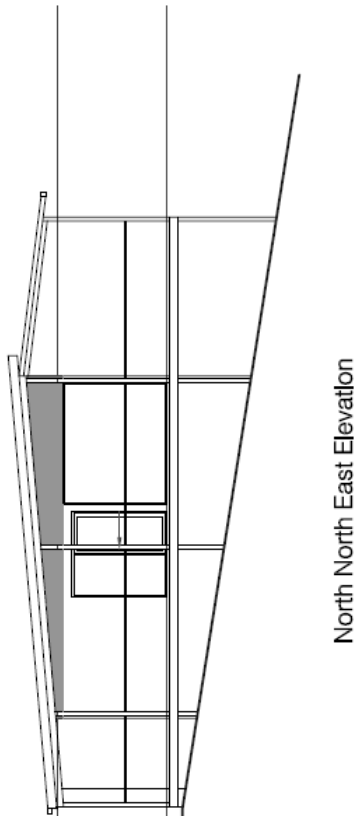
NO SIGNAGE IS PROPOSED FOR THIS DEVELOPMENT.

Date 26th June 2019	Page size A3	Client G & C Gottschalk	Project Visitor Accommodation	Barry White - Building Design and Consulting. P: 0409 659 358 E: dwhite@gmail.com W: www.everythingbuilding.com.au JAB: 50360760 AC/REGISTRATION NO: CC643W	Page No 2019 © 03/08
------------------------	-----------------	----------------------------	----------------------------------	--	----------------------------

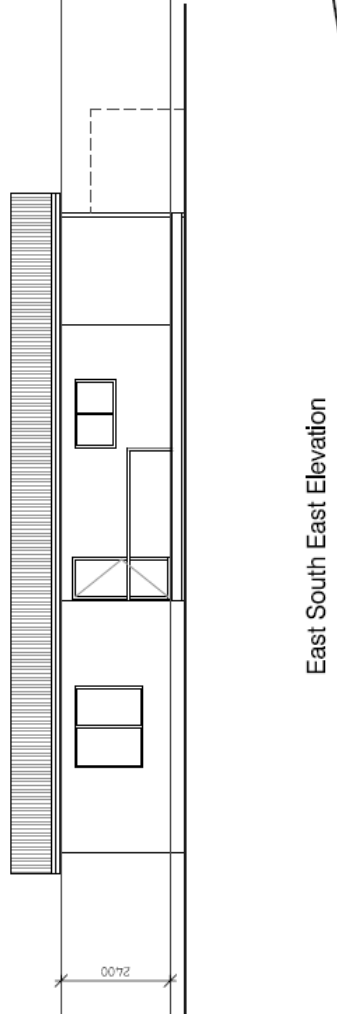
SIMC - KEMPTON
 RECEIVED
 27/06/2019



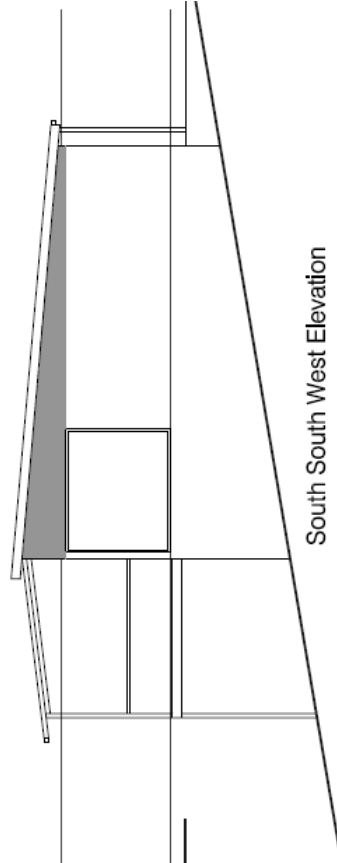
West North West Elevation



North North East Elevation



East South East Elevation

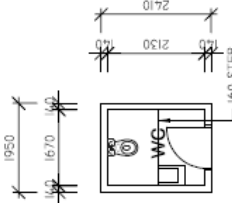
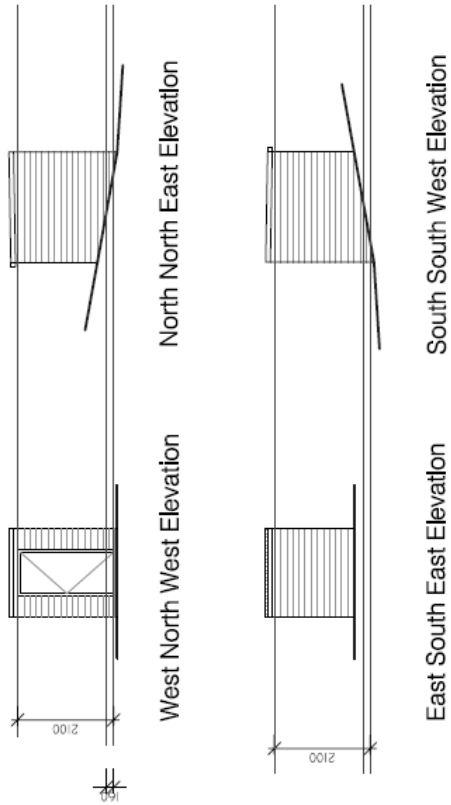


South South West Elevation

BUILDING 1 - as constructed - change of use

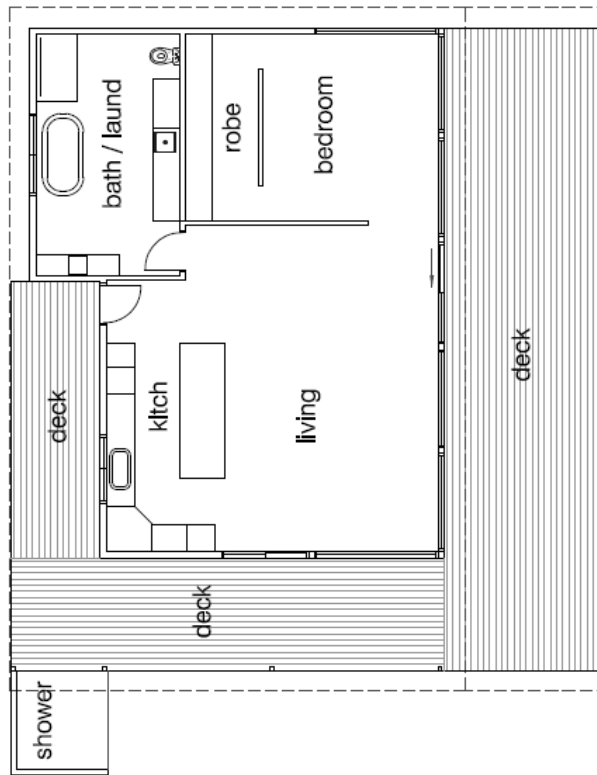
Date	26th June 2019	Age Size	A3	Client	G & C Gottschalk	Topical	Visitor Accommodation	Page No	04 / 08
<p>This drawing is the property of Darryn White Reproduction in whole or part is strictly forbidden without the written consent of Darryn White Failure to do so will result in legal action being taken.</p>									
<p>Darryn White - Building Design and Consulting. P O Box 381 Rosny Park Tasmania 7018 P: 0409 659 358 E: dwbdac@gmail.com W: www.everythingbuilding.com.au</p>									

SMC - KEMPTON
 RECEIVED
 27/06/2019



Floor Plan 1:100
 GROSS FLOOR AREA - 4.7M²

NEW BUILDING TO FORM OUTSIDE TOILET.
 EXTERNAL USE BY ALL GUESTS.



Floor Plan 1:100
 GROSS FLOOR AREA - 96M²
 GROSS DECK AREA - 84M²

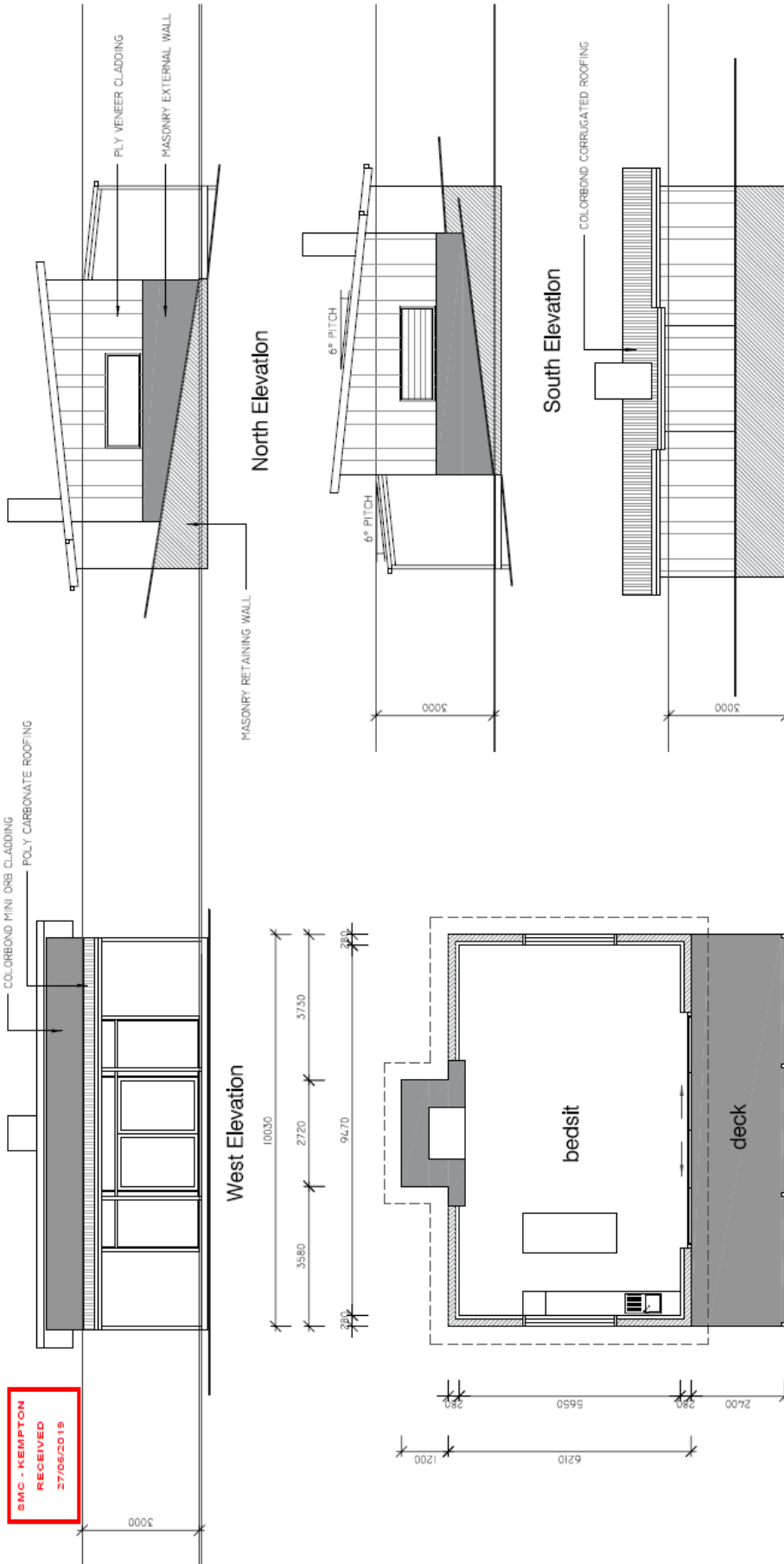
EXISTING COTTAGE TO BE USED AS VISITOR ACCOMMODATION.

BUILDING 1 - as constructed - change of use **BUILDING 2 - as constructed**

Date	26th June 2019	Page Size	A3	Client	G & C Gottschalk	Proposal	Visitor Accommodation	Page No	05 / 08
								2019	

Darryn White - Building Design and Consulting.
 P O Box 381 Rosny Park Tasmania 7018
 P: 0409 659 358
 E: dwhite@gmail.com
 W: www.everythingbuilding.com.au
 ABN: 5613007066
 ACCREDITATION NO. CC1633W

This drawing is the property of Darryn White.
 Reproduction in whole or part is strictly forbidden
 without the written consent of Darryn White.
 Failure to do so will result in legal action being taken.



SMC - KEMPTON
 RECEIVED
 27/06/2019

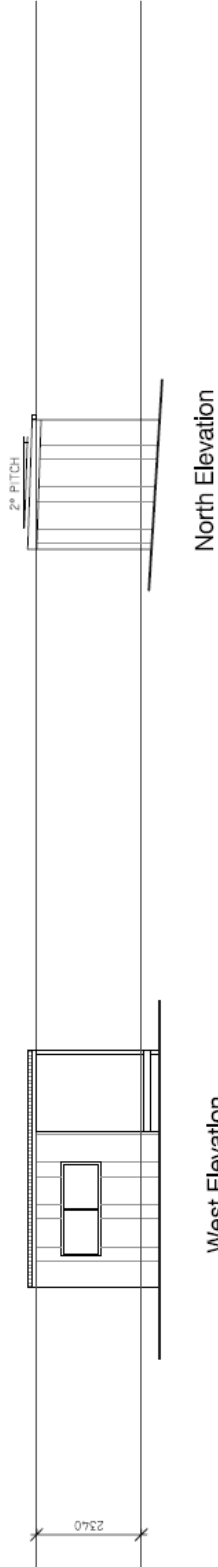
NEW BUILDING TO FORM BEDSIT.
 ALL FEATURES AND FORM TO MATCH OTHER BUILDINGS.

Floor Plan 1:100
 GROSS FLOOR AREA - 6591Z
 GROSS DECK AREA - 2414Z

BUILDING 3 - proposed

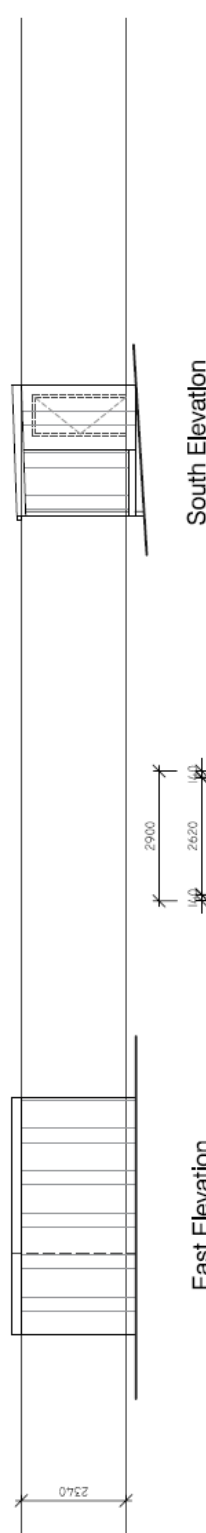
Date 26th June 2019	Page Size A3	Client G & C Gottschalk	Proposal Visitor Accommodation	Page No 06 / 08 2019 This drawing is the property of Daryn White. Reproduction in whole or part is strictly forbidden without the written consent of Daryn White. Failure to do so will result in legal action being taken. Daryn White - Building Design and Consulting. P O Box 381 Rosny Park, Tasmania 7018 P: 0409 659 358 E: dwhite@dm.com.au W: www.everythingbuilding.com.au AIN: 9513097596 ACCREDITATION NO. CC1633W
------------------------	-----------------	----------------------------	-----------------------------------	---

SMC - KEMPTON
 RECEIVED
 27/06/2019



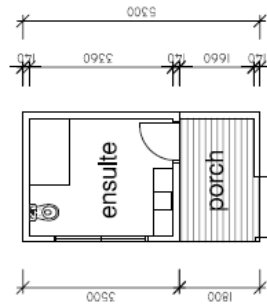
North Elevation

West Elevation



South Elevation

East Elevation



Floor Plan 1:100

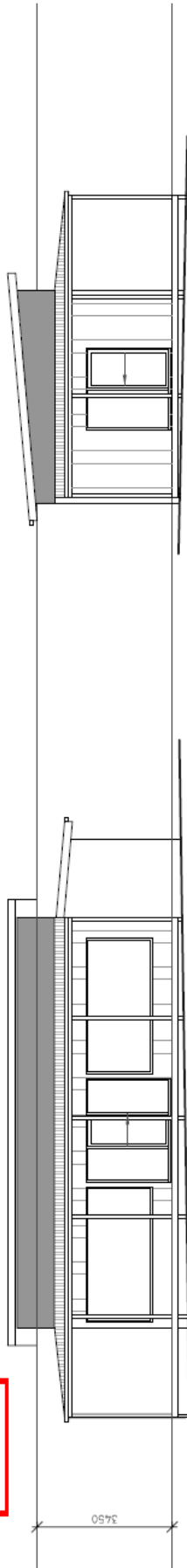
GROSS FLOOR AREA - 10.2M²
 GROSS PORCH AREA - 5M²

ENSUITE TO BE CONSTRUCTED FROM AN EXISTING TRANSPORTABLE BUILDING.
 POSITION ON SITE ON NEW FOUNDATION AND SUB FLOOR SUPPORTS.
 EXTEND WITH PORCH AREA AND RE-CLAD TO MATCH ALL BUILDINGS.
 ENSUITE TO SERVE BOTH BUILDING 3 & 5 BEDSITS.

BUILDING 4 - proposed

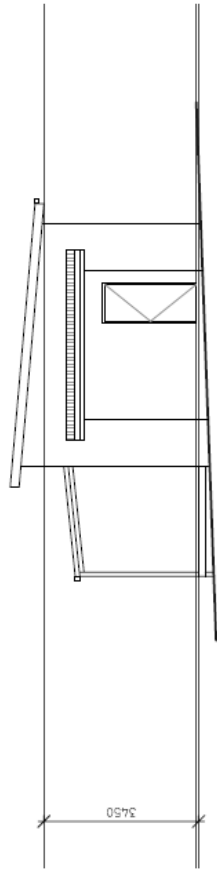
Date	26th June 2019	Page size	A3	Client	G & C Gottschalk
				Proposal	Visitor Accommodation
					<p>Darryn White - Building Design and Consulting P: 0 Box 381 Rosny Park Tasmania 7018 P: 0409 659 358 E: dwhite@gmail.com W: www.everythingbuilding.com.au AIN: 551309756 AC/REGISTRATION NO: CC1623W</p>
					<p>This drawing is the property of Darryn White Reproduction in whole or part is strictly forbidden without the written consent of Darryn White Failure in doing will result in legal action being taken.</p>
					<p>Page No 07 / 08</p>

SMC - KEMPTON
 RECEIVED
 27/06/2019

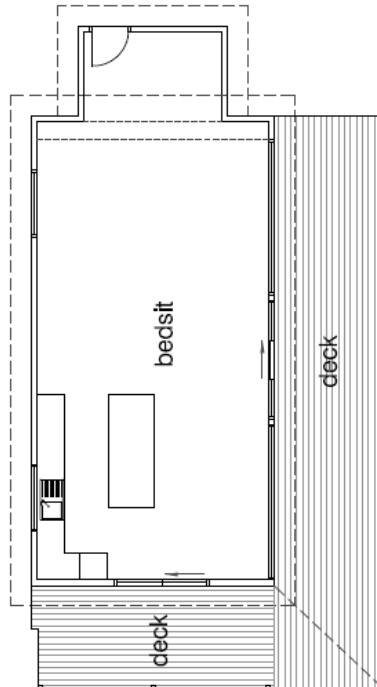


West Elevation

North Elevation

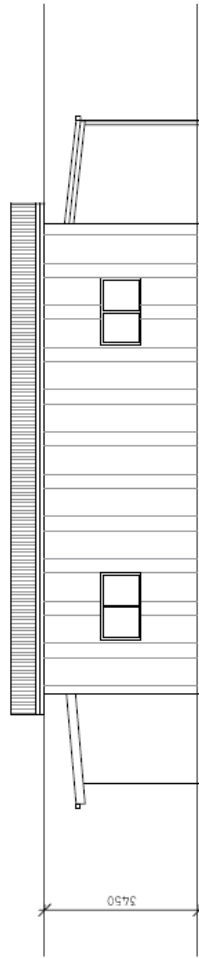


South Elevation



Floor Plan 1:100
 GROSS FLOOR AREA - 63.7M²
 GROSS DECK AREA - 43.5M²

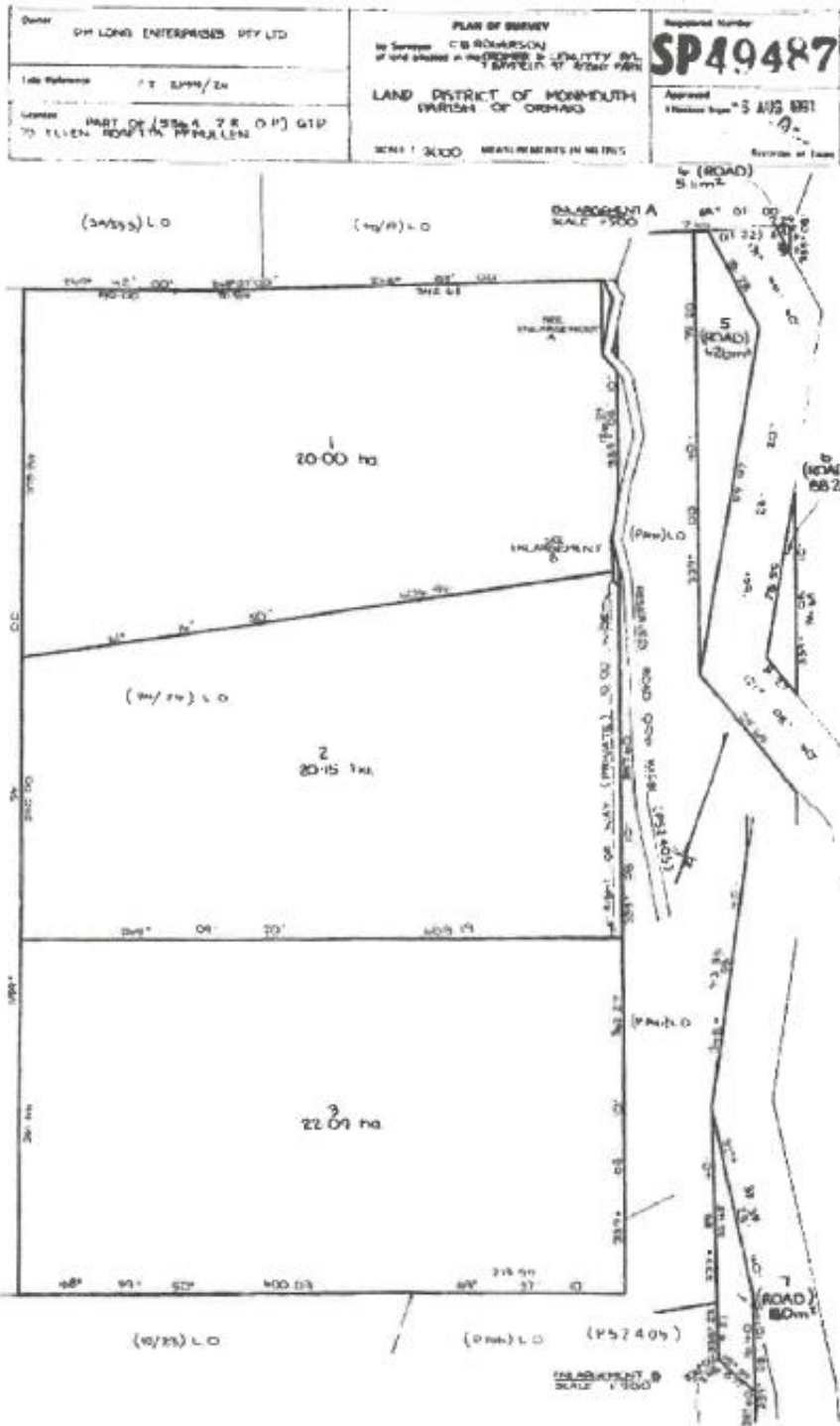
EXISTING OUTBUILDING TO BE CONVERTED INTO BEDSIT.



East Elevation

BUILDING 5 - as constructed

Date	26th June 2019	Page size	A3	Client	G & C Gottschalk	Proposal	Visitor Accommodation
This drawing is the property of Darryn White. Reproduction or use for any purpose without the written consent of Darryn White. Failure to do so will result in legal action being taken.							
Darryn White - Building Design and Consulting. P O Box 381 Rosny Park Tasmania 7018 P: 0409 659 358 E: dwhite@dm.com.au W: www.everythingbuilding.com.au ABN: 5613007956 ACCREDITATION NO. CC1633W							
Page No 08 / 08 © 2019							





SCHEDULE OF EASEMENTS

PLAN NO.

SP49487

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

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

EASEMENTS AND PROFITS

Each lot on the plan is together with:—

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

Each lot on the plan is subject to:—

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

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

Lot 2 is

SUBJECT TO a right of carriageway over the Right of Way (private) 10.00 metres wide passing through that lot as appurtenant to Lot 3 hereon.

Lot 3 is

TOGETHER WITH a right of carriageway over the Right of Way (Private) 10.00 metres wide passing through Lot 2 hereon.

PROVISIONAL FENCING COVENANT In respect of each lot shown on the plan the Vendor (D.M. Long Enterprises Pty. Ltd.) shall not be required to fence.

THE COMMON SEAL of D M LONG ENTERPRISES PTY LTD was hereunto affixed in the presence of:

[Handwritten signature]

To: SMC Mail

Subject: Development Application of 199 Craiglea Road, Campania

Dear Jacqui Tyson,

Thank you for your letter informing us about the DA at 199 Craiglea Road, Campania.

We wish to raise our concern about road safety with the proposed change of use to visitor accommodation at above mentioned address.

The unsealed road past the tip on Brown Mountain Road is winding and narrow in places. Craiglea Road is single lane in places and all residents have had their fair share of close calls with other motorists.

It's inevitable that tourists will not be used to the conditions ahead and accidents will happen sooner than later.

I personally had incidents where I had to avoid a head on collision by driving into the ditch. Once it happened to be on my motorbike, far from a safe road as it stands.

It's easy to talk to neighbours and expect the residents to drive with care.

It's impossible to have the same courtesy and care from tourists, many of different countries.

I lived on Bruny Island for a long time and have seen the changes and vastly increased number of accidents. Please take your time and talk to one of the local emergency services.

We cannot urge the topic of road safety enough and wish that with a change of use of 199 Craiglea Road a widening of all the narrow parts of road will make it safe for two vehicles to pass. Furthermore a speed limit of no more than 40km/h would be a reasonable request for the road to be used, if opening up for a commercial enterprise and used by rather inexperienced drivers.

We sincerely thank you for taking our thoughts and concerns into consideration.

Kind regards,

In addition to my previous email I like to raise our concern about bushfires.

We feel safe with our neighbours as everyone is very much aware of the risk of fire.

The same cannot be expected from tourists and we fear that even a small fire can easily escape and go uphill towards our property.

Once more, thank you for taking our thoughts into consideration.

11.2 SUBDIVISIONS

11.2.1 DEVELOPMENT APPLICATION (SA 2016/14) FOR SUBDIVISION (52 LOTS AND PUBLIC OPEN SPACE) AT 12 CLIMIE STREET (FORMER CAMPANIA SCHOOL FARM) OWNED BY MAYFAIR GROUP HOLDINGS

File Ref: SA 2016/14

Author: MANAGER DEVELOPMENT AND ENVIRONMENT SERVICES (DAVID CUNDALL)

Date: 21 AUGUST 2019

Attachment(s):

Development Application documents
TasWater SPAN

PROPOSAL

The applicant Emmanuel Dellas (Planning and Engineering) on behalf of Mayfair Group Holdings, have applied to the Southern Midlands Council for a Permit under the *Land Use Planning and Approvals Act 1993* (“the Act”) to subdivide the land 12 Climie Street, Campania also known as the “Former School Farm”.

The application seeks to subdivide the 8.374ha site into the following arrangement:

- 50 residential lots averaging 620m² each (lots 3 – 52)
- One (1) 4,588m² public open space lot and area for treatment of stormwater
- One (1) 3.44ha lot (Lot 1) – for future development
- One (1) 3,879m² lot (Lot 2) – for future development
- Road lot to serve the residential lots
- Footway to serve access between the road lot, the public open space and Reeve Street

The subdivision will require a new road and entrance onto Climie Street in the same location as the existing access to the school farm. The road serving the subdivision will be a single road terminating in a cul-de-sac with two (2) other small cul-de-sacs stemming from the main subdivision road. The public open space is located in the vicinity of the dam currently located on the land which will be modified, landscaped and used for treatment of stormwater generated from the development and collecting the natural overland flows that are currently captured on site. The larger lots (lot 1 and lot 2) are designated for future development. This could potentially serve as further smaller lots, a larger scale development or commercial development.

The design of the subdivision is a modern design employing “Water Sensitive Urban Design” principles that will treat and retain stormwater onsite with an overflow to the Native Hut Rivulet. The layout of the site has also given regard to the *Campania Structure Plan 2015* in as much as ensuring land is available for future commercial development and there is access between the proposed road and Reeve Street. This should aim to create a network of footways and connectivity to Alexander Circle.

The development necessary for the land is therefore construction of the road, footpaths, stormwater retention and public open space, the accesses to each lot and the stormwater, sewer, water, power and communications services that will need to be installed.

The application has been lodged under the *Southern Midlands Interim Planning Scheme 2015* (“the Planning Scheme”).

The land and is zoned Village and is currently used for grazing. There are some sheds, a dam, orchard, large row of pine trees (Climie Street) and fencing on the land. All of the structures and pine trees are proposed to be removed from the site to make way for the works. The dam will modified to treat stormwater and made safe for a public open space area.

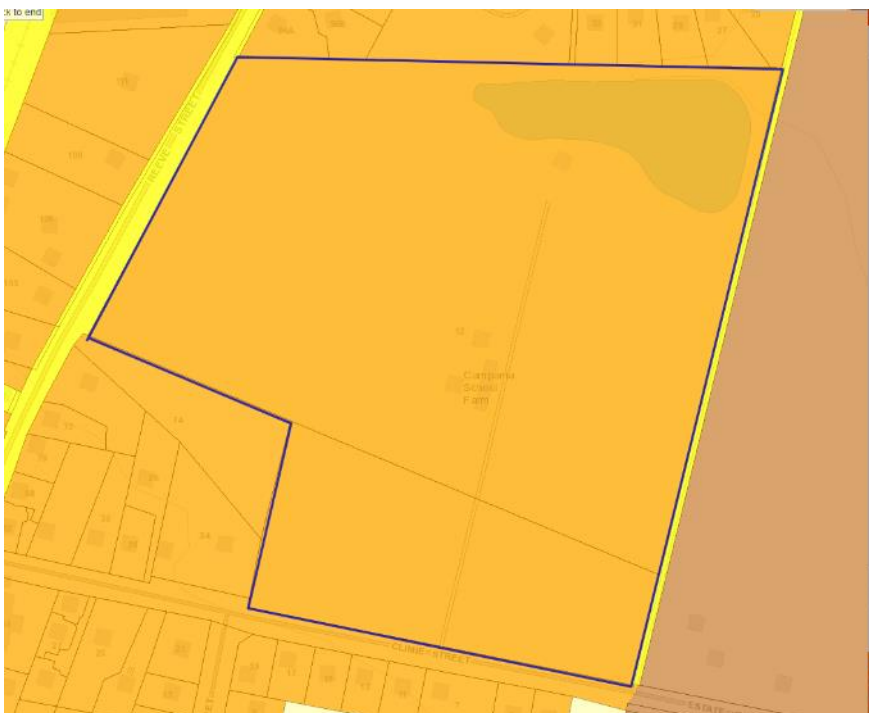
Under the Planning Scheme subdivision is defined as development. The proposal is to be assessed against the development standards of the zone and the development standards of the applicable Codes. These matters are described and assessed in this report. This is a discretionary application under the Planning Scheme.

The Council gave notice of the application for public comment for 14 days. During the notification period there was a high level of interest in the application from the community, however no representations were received.

This report will assess the proposal against the relevant provisions of the Act and the Scheme. It is recommended that Council grant a permit for the subdivision subject to conditions. Most of the conditions relate to the engineering requirements, which have been drafted with significant input from Council’s contracted Engineering Officer.

THE SITE

Map 1 below shows the land zoning and location of the property.



Map 1_ The subject land and surrounding properties are in the Village Zone (orange). Land to the east is in the Significant Agriculture Zone (brown). There are no overlays which apply to the land. The blue outline is the extent of the land which is comprised of two titles.



Map 2 _ Aerial image of the subject land and surrounding area. The dam, the sheds and the pine hedge along Climie Street are clearly visible in the aerial image.

THE APPLICATION

The Applicant has submitted the attached Plans and reports to accompany the Development Application form.

The subdivision has been in the planning phase since 2016. This commenced around the time the land was purchased by Mayfair Holdings from the Education Department. The layout and design of the subdivision has, since lodgement with the Council, been modified by the Applicant to achieve better planning outcomes. During this time the management of the application has passed from the original Applicant, Emmanuel Dellas, to GHD. The final design was placed on notification in July 2019.

The proposal has been referred to Taswater and conditions have been provided to be attached to the planning permit if the proposal is approved by Council. These conditions include a financial contribution to the upgrade of the Campania Sewage Treatment Plant. The proposal has been referred to the Department of State Growth for comment in regard to traffic generation. The TIA submitted with the application includes some recommendations for improving safety at the intersection of Climie Street and Reeve Street.

Council's contracted Engineering Officer has had considerable input into the assessment of this subdivision owing to the servicing standards necessary in any large subdivision.

Council’s planners have also had multiple meetings with the Applicant’s project team to encourage and work toward a quality final design.

USE/DEVELOPMENT DEFINITION

The proposed use and development is defined, under the Planning Scheme, as development for Subdivision, which is Discretionary in accordance with Clause 9.7.2 of the *Southern Midlands Interim Planning Scheme 2015*.

Use/Development Status under the Planning Scheme

As a discretionary development, the application was advertised in accordance with Section 57 of the Act.

Council has the discretion to grant a permit for this proposal with or without conditions, or refuse to grant a permit.

PUBLIC NOTIFICATION AND REPRESENTATIONS

The application was advertised for 14 days from the 20th July 2019. No representations were received.

ASSESSMENT - THE SOUTHERN MIDLANDS INTERIM PLANNING SCHEME

Village Zone

The subject site is in the Village Zone. The proposal must satisfy the requirements of the following relevant development standards of this zone:

Development Standards - Subdivision		
16.5.1 Lot Design		
To provide for new lots that:		
(a) have appropriate area and dimensions to accommodate development consistent with the Zone Purpose and any relevant Local Area Objectives or Desired Future Character Statements; (b) contain building areas which are suitable for development, consistent with the Zone Purpose, located to avoid hazards and values; (c) are capable of providing for a high level of residential amenity including privacy, good solar access; and passive surveillance of public spaces; (d) are not internal lots, except if the only reasonable way to provide for efficient use of land; (e) are provided in a manner that provides for the efficient and ordered provision of infrastructure.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 The size of each lot must be no less than as specified below, except if for public open space, a riparian or littoral reserve or utilities: (a) no less than 600 m ² and no more than 1,000 m ² (except balance lot) if in Bagdad, Campania, Kempton;	P1 The size of each lot must satisfy all of the following: (a) variance above the maximum lot size only to the extent necessary due to demonstrated site constraints; (b) be consistent with the Zone Purpose and any applicable Local Area Objectives or Desired	There are a total of 53 lots including the public open space lot. The 50 residential lots all comply with the Acceptable Solution. The public open space, and Lots 1 and 2 both exceed the maximum lot size specified in the Acceptable Solution. Therefore the proposal must be assessed against the Performance Criteria.

<p>(b) no less than 800 m² and no more than 1,500 m² (except balance lot) if in Colebrook;</p> <p>(c) no less than 5,000 m² if located in Parattah, Tunbridge or Tunnack.</p>	<p>Future Character Statements.</p>	<p><i>The size of the public open space lot is necessary to allow for a quality open space area to meet the needs of the community and the ability to retain and treat stormwater on site. The lot size cannot be below the 1000m² as that would not allow sufficient area for the stormwater retention system or even meet the 5% of the land area that should be dedicated as public open space per Council Policy and legislation.</i></p> <p><i>The Lots 1 and 2 are otherwise compliant with the strategic objectives of the Campania Structure Plan to allow for land that may be used for a commercial enterprise or to allow for further residential development. Lot 1 is essentially a balance lot.</i></p> <p><i>The proposal is compliant with the Performance Criteria.</i></p>
<p>A2 The design of each lot must provide a minimum building area that is rectangular in shape and complies with all of the following, except if for public open space, a riparian or littoral reserve or utilities:</p> <p>(a) clear of the frontage, side and rear boundary setbacks;</p> <p>(b) not subject to any codes in this planning scheme;</p> <p>(c) clear of title restrictions such as easements and restrictive covenants;</p> <p>(d) has an average slope of no more than 1 in 5;</p> <p>(e) has the long axis of the developable area facing north or within 20 degrees west or 30 degrees east of north;</p> <p>(f) is a minimum of 10 m x 15 m in size.</p>	<p>P2 The design of each lot must contain a building area able to satisfy all of the following:</p> <p>(a) be reasonably capable of accommodating residential use and development;</p> <p>(b) meets any applicable standards in codes in this planning scheme;</p> <p>(c) enables future development to achieve maximum solar access, given the slope and aspect of the land;</p> <p>(d) minimises the need for earth works, retaining walls, and fill and excavation associated with future development;</p> <p>(e) provides for sufficient useable area on the lot for both of the following;</p> <p>(i) on-site parking and manoeuvring;</p>	<p><i>All proposed lots are sized and shaped to allow for a 10 x 15m building area and are clear of any overlays, title restrictions.</i></p> <p><i>However lots 3 – 24 and lots 45, 46, 47, 49 and 50 do not comply with A2 (e) for the orientation of the building area (rectangle) to be orientated with the long axis facing north or within 20 degrees west or 30 degrees east of north. Therefore the lots must be assessed against the performance criteria.</i></p> <p><i>These are assessed in order of the P2 sub criteria:</i></p> <p><i>(a) All lots can accommodate a 10x15m building area which per the A2 is considered the minimum needed to accommodate a dwelling in the village zone.</i></p> <p><i>(b) The size and shape of the lots otherwise allow for parking areas and access.</i></p> <p><i>(c) The land slopes gently toward the Native Hut Rivulet providing all lots with a north facing slope area.</i></p> <p><i>(d) Minimal earthworks are needed to facilitate development or</i></p>

	<p>(ii) adequate private open space.</p>	<p><i>necessary to construct future dwellings and associate works. This owes to the gentle slope and undulations of the land.</i></p> <p><i>(e) The residential lot sizes all comply with the A1 and therefore considered a suitable size for a residential use. The two (2) larger lots clearly satisfy this criteria with ample room for parking and private open space. The recommended Permit will also re-enforce the A2 requirement for a 10x15m building area through a condition.</i></p>
<p>A3 The frontage for each lot must be no less than 15 m, except if for public open space, a riparian or littoral reserve or utilities or if an internal lot.</p>	<p>P3 The frontage of each lot must satisfy all of the following:</p> <p>(a) provides opportunity for practical and safe vehicular and pedestrian access;</p> <p>(b) provides opportunity for passive surveillance between residential development on the lot and the public road,</p> <p>(c) is no less than 6m.</p>	<p><i>Lots 18, 19, 20, 21, 44, 45, 46, 47 and 49 have a frontage less than 15m and therefore the proposal must be assessed against P3 as follows:</i></p> <p><i>(a) The lots in question are all located in the two (2) smaller cul-de-sac heads. All of these frontages are of sufficient width to contain both a vehicle access of at least 3m wide and a pedestrian access of 1m.</i></p> <p><i>(b) Lot 48 is the only internal lot. However owing to the fall of the land toward the Native Hut Rivulet and an approximately 6m wide access throat there is plenty of visibility toward the road for any occupants of a future dwelling. All other lots have sufficient frontages to allow for surveillance of the immediate road.</i></p> <p><i>(c) No frontage is less than 6m</i></p>
<p>A4 No lot is an internal lot.</p>	<p>P4 An internal lot must satisfy all of the following:</p> <p>(a) the lot gains access from a road existing prior to the planning scheme coming into effect, unless site constraints make an internal lot configuration the only reasonable option to efficiently utilise land;</p> <p>(b) it is not reasonably possible to provide a new</p>	<p><i>Lot 48 is the only internal lot. The Applicant has made every endeavour to provide a lot layout that avoids internal lots. The Applicant has provide Council Officers with 3 redesign plans during the planning phase. It would not be reasonable to increase the road lot area for the sake of avoiding a single internal lot.</i></p> <p><i>Lot 48 therefore contributes to the efficient utilisation of residential land and infrastructure through avoiding further road works.</i></p>

	<p>road to create a standard frontage lot;</p> <p>(c) the lot constitutes the only reasonable way to subdivide the rear of an existing lot;</p> <p>(d) the lot will contribute to the more efficient utilisation of residential land and infrastructure;</p> <p>(e) the amenity of neighbouring land is unlikely to be unreasonably affected by subsequent development and use;</p> <p>(f) the lot has access to a road via an access strip, which is part of the lot, or a right-of-way, with a width of no less than 3.6m;</p> <p>(g) passing bays are provided at appropriate distances to service the likely future use of the lot;</p> <p>(h) the access strip is adjacent to or combined with no more than three other internal lot access strips and it is not appropriate to provide access via a public road;</p> <p>(i) a sealed driveway is provided on the access strip prior to the sealing of the final plan.</p> <p>(j) the lot addresses and provides for passive surveillance of public open space and public rights of way if it fronts such public spaces.</p>	<p><i>The access is strip is greater than 6m and allows for surveillance of the road through the shape and slope of the lot and allows for both vehicle and pedestrian access to the road from a future dwelling.</i></p> <p><i>The lot is compliant with the Performance Criteria.</i></p>
<p>A5 Setback from a new boundary for an existing building must comply with the relevant Acceptable Solution for setback.</p>	<p>P5 Setback from a new boundary for an existing building must satisfy the relevant Performance Criteria for setback.</p>	<p><i>All existing structures will be removed from the site.</i></p>

Development Standards - Subdivision		
16.5.2 Roads		
To ensure that the arrangement of new roads within a subdivision provides for all of the following:		
(a) the provision of safe, convenient and efficient connections to assist accessibility and mobility of the community; (b) the adequate accommodation of vehicular, pedestrian, cycling and public transport traffic; (c) the efficient ultimate subdivision of the entirety of the land and of neighbouring land.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 The subdivision includes no new road.	P1 The arrangement and construction of roads within a subdivision must satisfy all of the following: (a) the route and standard of roads accords with any relevant road network plan adopted by the Planning Authority; (b) the appropriate and reasonable future subdivision of the entirety of any balance lot is not compromised; (c) the future subdivision of any neighbouring or nearby land with subdivision potential is facilitated through the provision of connector roads and pedestrian lanes, where appropriate, to common boundaries; (d) an acceptable level of access, safety, convenience and legibility is provided through a consistent road function hierarchy; (e) cul-de-sac and other terminated roads are not created, or their use in road layout design is kept to an absolute minimum; (f)	<i>The subdivision includes a new road and must be assessed against the performance criteria P1 as follows:</i> (a) <i>The road layout is acceptable under the Campania Structure Plan allows for a potential future road through to Reeve Street between lots 30 and 31.</i> (b) <i>Lot 1 can be considered to some extent as a “balance lot”. The lot has a frontage to both Reeve Street and to the proposed new road.</i> (c) <i>The road lot between lots 30 and 31 allows for further access and subdivision potential to Lot 1. The adjoining land east of the site is zone Significant Agriculture. There are no plans to date nor any plans within the Campania Structure Plan to rezone the adjoining land.</i> (d) <i>Though the Cul-De-Sac arrangement is in effect a “no through road” the provision of a potential road through Lot 1 and the footway through to Alexander Circle and Reeve Street mitigate any access and connectivity issues.</i> (e) <i>See above.</i> (f) <i>See above. Also the footway between the proposed subdivision and the Lot 2 and Reeve Street will likely reduce travel times between residents in Alexander Circle and the proposed subdivision toward Reeve Street and any future commercial development.</i> (g) <i>See comments (d) – (f)</i> (h) <i>Walking is promoted through footway connectivity and ease of access to the proposed public open space lot.</i>

	<p>connectivity with the neighbourhood road network is maximised;</p> <p>(g) the travel distance between key destinations such as shops and services is minimised;</p> <p>(h) walking, cycling and the efficient movement of public transport is facilitated;</p> <p>(i) provision is made for bicycle infrastructure on new arterial and collector roads in accordance with Austroads Guide to Road Design Part 6A;</p> <p>(j) any adjacent existing grid pattern of streets is extended, where there are no significant topographical constraints.</p>	<p>(i) <i>This is not an arterial or collector road and therefore the provision cycling lanes is not necessary</i></p> <p>(j) <i>The potential to create a grid like patter is allowed for through the potential road extension between lots 30 and 31.</i></p>
--	--	---

Development Standards - Subdivision
16.5.3 Ways and Public Open Space
 To ensure that the arrangement of ways and public open space provides for all of the following:

(a) the provision of safe, convenient and efficient connections to assist accessibility and mobility of the community;

(b) the adequate accommodation of pedestrian and cycling traffic.

Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1 No Acceptable Solution.</p>	<p>P1 The arrangement of ways and public open space within a subdivision must satisfy all of the following:</p> <p>(a) connections with any adjoining ways are provided through the provision of ways to the common boundary, as appropriate;</p> <p>(b) connections with any neighbouring land with subdivision potential is provided through the provision of ways to</p>	<p><i>There is no Acceptable Solution for development that includes any proposed ways and public open space and therefore the development must be satisfy the Performance Criteria P1 as follows:</i></p> <p>(a) <i>footways provide connection to Reeve Street from the new road and will also provide a form of access from the new road/subdivision to any future commercial development. The footway connects also with the existing land dedicated as a footway into Alexander Circle and to the future proposed Public Open Space Area.</i></p>

	<p>the common boundary, as appropriate;</p> <p>(c) connections with the neighbourhood road network are provided through the provision of ways to those roads, as appropriate;</p> <p>(d) convenient access to local shops, community facilities, public open space and public transport routes is provided;</p> <p>(e) new ways are designed so that adequate passive surveillance will be provided from development on neighbouring land and public roads as appropriate;</p> <p>(f) provides for a legible movement network;</p> <p>(g) the route of new ways has regard to any pedestrian & cycle way or public open space plan adopted by the Planning Authority;</p> <p>(h) Public Open Space must be provided as land or cash in lieu, in accordance with the relevant Council policy.</p> <p>(i) new ways or extensions to existing ways must be designed to minimise opportunities for entrapment or other criminal behaviour including, but not limited to, having</p>	<p>(b) <i>The small road node that is locate between lots 30 and 31 will allow for any future road extension and further development of this land. The land is not therefore compromised.</i></p> <p>(c) <i>These connections have been provided.</i></p> <p>(d) <i>This has been provided through a logical subdivision layout and through the proposed footway along the northern boundary.</i></p> <p>(e) <i>The proposed footway will need to be of sufficient width to allow for footpath, landscaping treatment and for stormwater overland flows in the vicinity of the existing open drain. The landscaping plan to be provided to Council will need to demonstrate a high amenity to discourage anti-social behaviour and to create a sense of pleasantness and ease of maintenance for Council.</i></p> <p>(f) <i>This has been achieved.</i></p> <p>(g) <i>The footway and potential road extension is consistent with the Campania Structure Plan</i></p> <p>(h) <i>The Public Open Space area equates to 6% of the total area. Council's Public Open Space policy together with the requirements of Local Government Building and Miscellaneous Provisions Act 1993 the developer needs to provide at least 5% of the total area. The Public Open Space serves to also be the water retention area. This aims to create a high amenity through high quality landscaping treatment and walkways. The design proposed by the Applicant is considered an achievable and high quality design.</i></p> <p>(i) <i>This has been discussed in (e). Lighting should be considered by Council at a later date for the footway.</i></p>
--	---	--

	<p>regard to the following:</p> <ul style="list-style-type: none"> i. the width of the way; ii. the length of the way; iii. landscaping within the way iv. lighting; v. provision of opportunities for 'loitering'; vi. the shape of the way (avoiding bends, corners or other opportunities for concealment). 	<p><i>But detailed design is not warranted at this stage.</i></p>
--	--	---

Development Standards - Subdivision		
16.5.4 Services		
To ensure that the subdivision of land provides adequate services to meet the projected needs of future development.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 Each lot must be connected to a reticulated potable water supply in Bagdad, Campania, Kempton, Colebrook and Tunbridge.	P1 No Performance Criteria.	<i>The proposal complies with the Acceptable Solution</i>
A2 Each lot must be connected to a reticulated sewerage system in Bagdad, Campania, Kempton and Colebrook.	P2 Where a reticulated sewerage system is not available, each lot must be capable of accommodating an on-site wastewater treatment system adequate for the future use and development of the land.	<i>The proposal complies with the Acceptable Solution.</i>
A3 Each lot must be connected to a stormwater system able to service the building area by gravity.	P3 If connection to a stormwater system is unavailable, each lot must be provided with an on-site stormwater management system adequate for the future use and development of the land.	<i>The proposal complies with the Acceptable Solution.</i>

E1.0 Bushfire Prone Area Code

The purpose of this Code is to ensure that use and development is appropriately designed, located, serviced, and constructed, to reduce the risk to human life and property, and the cost to the community, caused by bushfires.

The Code applies to the development per E1.2 owing to the land being within 100m of bushfire prone vegetation.

A Bushfire Hazard Assessment Report *Bushfire Hazard Assessment Report, Campania School Farm 9th July 2019* was provided with the Development Application.

The assessment against the development standards of the code is provided in the following tables.

Development Standards - Subdivision		
E1.6.1 Subdivision: Provision of hazard management areas		
Subdivision provides for hazard management areas that:		
<ul style="list-style-type: none"> (a) facilitate an integrated approach between subdivision and subsequent building on a lot; (b) provide for sufficient separation of building areas from bushfire-prone vegetation to reduce the radiant heat levels, direct flame attack and ember attack at the building area; and (c) provide protection for lots at any stage of a staged subdivision. 		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>(a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant the provision of hazard management areas as part of a subdivision; or</p> <p>(b) The proposed plan of subdivision:</p> <ul style="list-style-type: none"> (i) shows all lots that are within or partly within a bushfire-prone area, including those developed at each stage of a staged subdivision; (ii) shows the building area for each lot; 	<p>P1</p> <p>A proposed plan of subdivision shows adequate hazard management areas in relation to the building areas shown on lots within a bushfire-prone area, having regard to:</p> <ul style="list-style-type: none"> (a) the dimensions of hazard management areas; (b) a bushfire risk assessment of each lot at any stage of staged subdivision; (c) the nature of the bushfire-prone vegetation including the type, fuel load, structure and flammability; (d) the topography, including site slope; 	<p><i>A Bushfire Hazard Assessment Report is provided with a Certificate under Section 51 (2) (d) of the Act that requires the Planning Authority <u>must accept</u> any certificate issued by an accredited person that certifies there the plans provided are acceptable to manage/mitigate risk or that the development will result in an insufficient risk from the hazard.</i></p> <p><i>The Certificate/Report states there is an insufficient risk as a result of the development and is therefore compliant with A1 (a).</i></p> <p><i>The Certificate/Report demonstrates a Hazard Management Areas can be provided and are to be implemented through the staging of the subdivision. The proposal therefore complies with A1 (b) and sub criteria.</i></p> <p><i>There is no need to extend hazard management areas into the</i></p>

<p>(iii) shows hazard management areas between bushfire-prone vegetation and each building area that have dimensions equal to, or greater than, the separation distances required for BAL 19 in Table 2.4.4 of Australian Standard AS 3959 – 2009 Construction of buildings in bushfire-prone areas; and</p> <p>(iv) is accompanied by a bushfire hazard management plan that addresses all the individual lots and that is certified by the TFS or accredited person, showing hazard management areas equal to, or greater than, the separation distances required for BAL 19 in Table 2.4.4 of Australian Standard AS 3959 – 2009 Construction of buildings in bushfire-prone areas; and</p> <p>(c) If hazard management areas are to be located on land external to the proposed subdivision the application is</p>	<p>(e) any other potential forms of fuel and ignition sources;</p> <p>(f) separation distances from the bushfire-prone vegetation not unreasonably restricting subsequent development;</p> <p>(g) an instrument that will facilitate management of fuels located on land external to the subdivision; and</p> <p>(h) any advice from the TFS.</p>	<p><i>adjoining land and therefore A1 (c) is not applicable.</i></p> <p><i>It is noted also that the land once developed will be subject to Council's fire hazard abatement program.</i></p>
--	---	--

<p>accompanied by the written consent of the owner of that land to enter into an agreement under section 71 of the Act that will be registered on the title of the neighbouring property providing for the affected land to be managed in accordance with the bushfire hazard management plan.</p>		
--	--	--

<p>Development Standards - Subdivision E1.6.2 Subdivision: Public and fire fighting access Access roads to, and the layout of roads, tracks and trails, in a subdivision:</p> <p>(a) allow safe access and egress for residents, firefighters and emergency service personnel;</p> <p>(b) provide access to the bushfire-prone vegetation that enables both property to be defended when under bushfire attack and for hazard management works to be undertaken;</p> <p>(c) are designed and constructed to allow for fire appliances to be manoeuvred;</p> <p>(d) provide access to water supplies for fire appliances; and</p> <p>(e) are designed to allow connectivity, and where needed, offering multiple evacuation points.</p>		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1 (a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant specific measures for public access in the subdivision for the purposes of fire fighting; or (b) A proposed plan of subdivision showing the layout of roads, fire trails and the location of property access to building areas is included in a bushfire hazard management plan that: (i) demonstrates proposed roads will</p>	<p>P1 A proposed plan of subdivision shows access and egress for residents, fire-fighting vehicles and emergency service personnel to enable protection from bushfires, having regard to: (a) appropriate design measures, including: (i) two way traffic; (ii) all weather surfaces; (iii) height and width of any vegetation clearances; (iv) load capacity;</p>	<p><i>The Report/Certificate states that the access will comply with the standards for road access. A condition has been included on the recommended permit to ensure the width of the cul-de-sacs is increased to meet these requirements.</i></p>

<p>comply with Table E1, proposed private accesses will comply with Table E2 and proposed fire trails will comply with Table E3; and</p> <p>(ii) is certified by the TFS or an accredited person.</p>	<p>(v) provision of passing bays;</p> <p>(vi) traffic control devices;</p> <p>(vii) geometry, alignment and slope of roads, tracks and trails;</p> <p>(viii) use of through roads to provide for connectivity;</p> <p>(ix) limits on the length of cul-de-sacs and dead-end roads;</p> <p>(x) provision of turning areas;</p> <p>(xi) provision for parking areas;</p> <p>(xii) perimeter access; and</p> <p>(xiii) fire trails;</p> <p>(b) the provision of access to:</p> <p>(i) bushfire-prone vegetation to permit the undertaking of hazard management works; and</p> <p>(ii) fire fighting water supplies; and</p> <p>(c) any advice from the TFS.</p>	
---	--	--

<p>Development Standards - Subdivision</p>		
<p>E1.6.3 Subdivision: Provision of water supply for fire fighting purposes</p>		
<p>Adequate, accessible and reliable water supply for the purposes of fire fighting can be demonstrated at the subdivision stage and allow for the protection of life and property associated with the subsequent use and development of bushfire-prone areas.</p>		
<p>Acceptable Solutions</p>	<p>Performance Criteria</p>	<p>OFFICER COMMENT</p>
<p>A1 In areas serviced with reticulated water by the water corporation:</p>	<p>P1 No Performance Criterion.</p>	<p><i>The reticulated water supply complies with the Table E4 as certified in the report/certificate.</i></p>

<p>(a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant the provision of a water supply for fire fighting purposes;</p> <p>(b) A proposed plan of subdivision showing the layout of fire hydrants, and building areas, is included in a bushfire hazard management plan approved by the TFS or accredited person as being compliant with Table E4; or</p> <p>(c) A bushfire hazard management plan certified by the TFS or an accredited person demonstrates that the provision of water supply for fire fighting purposes is sufficient to manage the risks to property and lives in the event of a bushfire</p>		
<p>A2 In areas that are not serviced by reticulated water by the water corporation:</p> <p>(a) The TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant provision of a water supply for fire fighting purposes;</p> <p>(b) The TFS or an accredited person certifies that a proposed plan of subdivision demonstrates that a static water supply, dedicated to fire fighting, will be provided and</p>	<p>P2 No Performance Criterion.</p>	

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

E5.0 Road and Railway Assets Code

The purpose of this provision is to:

- (a) protect the safety and efficiency of the road and railway networks; and
- (b) reduce conflicts between sensitive uses and major roads and the rail network.

The proposal includes a new road with access onto Climie Street and the new vehicle crossings for the lots. This will result in an intensification of the local road network in additional traffic movements. The details of which are captured in the Traffic Impact Assessment provided by the Applicant.

The applicable standards of the Code are addressed in the following tables:

<p>Development Standards E5.6.2 Road accesses and junctions To ensure that the safety and efficiency of roads is not reduced by the creation of new accesses and junctions.</p>		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1 No new access or junction to roads in an area subject to a speed limit of more than 60km/h.</p>	<p>P1 For roads in an area subject to a speed limit of more than 60km/h, accesses and junctions must be safe and not unreasonably impact on the efficiency of the road, having regard to:</p> <ul style="list-style-type: none"> (a) the nature and frequency of the traffic generated by the use; (b) the nature of the road; (c) the speed limit and traffic flow of the road; (d) any alternative access; 	<p><i>The new junction with Climie Street and accesses to Lot 1 and Lot 2 onto Reeve Street all comply with the Acceptable Solution. The speed limit on Reeve Street is 60km/h and the speed limit on Climie Street is 50km/h.</i></p>

	<ul style="list-style-type: none"> (e) the need for the access or junction; (f) any traffic impact assessment; and (g) any written advice received from the road authority. 	
<p>A2 No more than one access providing both entry and exit, or two accesses providing separate entry and exit, to roads in an area subject to a speed limit of 60km/h or less.</p>	<p>P2 For roads in an area subject to a speed limit of 60km/h or less, accesses and junctions must be safe and not unreasonably impact on the efficiency of the road, having regard to:</p> <ul style="list-style-type: none"> (a) the nature and frequency of the traffic generated by the use; (b) the nature of the road; (c) the speed limit and traffic flow of the road; (d) any alternative access to a road; (e) the need for the access or junction; (f) any traffic impact assessment; and (g) any written advice received from the road authority. 	<p><i>There are no more than one access per property proposed. The development Complies with the Acceptable Solution.</i></p>

<p>Development Standards E5.6.4 Sight distance at accesses, junctions and level crossings To ensure that accesses, junctions and level crossings provide sufficient sight distance between vehicles and between vehicles and trains to enable safe movement of traffic.</p>		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1 Sight distances at:</p> <ul style="list-style-type: none"> a. an access or junction must comply with the Safe Intersection Sight Distance shown in Table E5.1; and b. rail level crossings must comply with AS1742.7 Manual of uniform traffic control devices - Railway crossings, Standards Association of Australia. 	<p>P1 The design, layout and location of an access, junction or rail level crossing must provide adequate sight distances to ensure the safe movement of vehicles, having regard to:</p> <ul style="list-style-type: none"> (a) the nature and frequency of the traffic generated by the use; (b) the frequency of use of the road or rail network; (c) any alternative access; 	<p><i>The Sight distances at the new junction with Climie Street and at the access to Reeve Street are found to comply the Acceptable Solutions for Sight Distance. This is detailed on page 21 of the TIA.</i></p>

	(d) the need for the access, junction or level crossing; (e) any traffic impact assessment; (f) any measures to improve or maintain sight distance; and (g) any written advice received from the road or rail authority.	
--	---	--

E6.0 Parking and Access Code

The Parking and Access Code applies to all use and development.

The location and design of the access will comply with the Acceptable Solutions through conditioning for a detailed design plan to be submitted to Council prior to construction works and to be approved by Council’s Engineer. There were no concerns otherwise raised by Council’s engineer in the application based on the lot layout and likely location of property access points.

Any car parking areas associated with the public open space area will be subject to further Council Approvals.

Stormwater Management Code

The Stormwater Code applies to all development requiring the management of stormwater.

Stormwater from the development will be treated and disposed through a mixture of piped outlets to the Native Hut Rivulet and to onsite water retention ponds in the vicinity of the existing dam.

The stormwater management design is an integral and unique element of the proposal owing to the existing dam on the property that receives the natural overland flows and some discharge from the Campania township. In principle, the use of onsite water retention ponds for stormwater capture and treatment is viable for this development. Any permit issued will need to be conditioned to require a detailed design and staging plan and include locations of existing services. Calculations of the catchment area will also be required to ensure the water retention area and overflow can accommodate flood events and an Annual Recurrence Interval of 100 years.

The development complies with all Acceptable Solutions. This is detailed in the table below:

Development Standards E7.7.1 Stormwater Drainage and Disposal To ensure that stormwater quality and quantity is managed appropriately.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
A1 Stormwater from new impervious surfaces must be disposed of by gravity to public stormwater infrastructure.	P2 Stormwater from new impervious surfaces must be managed by any of the following: (a) disposed of on-site with soakage devices having regard to the suitability of the site, the system design and water sensitive urban design principles (b) collected for re-use on the site; (c) disposed of to public stormwater infrastructure via a pump system which is designed, maintained and managed to minimise the risk of failure to the satisfaction of the Council.	<i>The Application demonstrates that all lots created, including the road lot can be drained to a public stormwater system.</i> <i>The recommended permit is further conditioned to ensure compliance and to ensure modern best practices are implemented through Water Sensitive Urban Design Principles.</i>
A2 A stormwater system for a new development must incorporate water sensitive urban design principles R1 for the treatment and disposal of stormwater if any of the following apply: (a) the size of new impervious area is more than 600 m ² ; (b) new car parking is provided for more than 6 cars; (c) a subdivision is for more than 5 lots.	P2 A stormwater system for a new development must incorporate a stormwater drainage system of a size and design sufficient to achieve the stormwater quality and quantity targets in accordance with the State Stormwater Strategy 2010, as detailed in Table E7.1 unless it is not feasible to do so.	<i>The proposed stormwater system incorporates Water Sensitive Urban Design as the core method of water treatment.</i>
A3 A minor stormwater drainage system must be designed to comply with all of the following: (a) be able to accommodate a storm with an ARI of 20 years in the case of non-industrial zoned land and an ARI of 50 years in the case of industrial	P3 No Performance Criteria.	<i>The proposal is for a major stormwater drainage system.</i>

<p>zoned land, when the land serviced by the system is fully developed; (b) stormwater runoff will be no greater than pre-existing runoff or any increase can be accommodated within existing or upgraded public stormwater infrastructure.</p>		
<p>A4 A major stormwater drainage system must be designed to accommodate a storm with an ARI of 100 years.</p>	<p>P4 No Performance Criteria.</p>	<p><i>Council’s Development Engineer has assessed the proposal and has provided conditioning to ensure compliance with the Acceptable Solution.</i></p>

Further Engineering Comment and Assessment

Council’s contracted Development Engineer has assessed the proposal and has provided the following comments which are included in this report together with the recommended conditions. The comments are provided in the following table:

<p>Roadworks and access</p>	<p>The land has frontage to Climie Street and Reeve Street. The subdivision proposal has a new road off Climie Street with a number of proposed residential lots also having direct access off Climie Street. The large balance lot is the only lot that will have frontage to Reeve Street. Access to the Balance (lot 1) can be gained from the new subdivision road. Access for lot 2 off Reeve would be best provided at the time of further development for that lot. A Bushfire Hazard Assessment Report prepared by Giffard Bushfire Risk Assessment was submitted with the application. The bushfire report includes requirements for road design/construction including carriageway widths and 12m radius turning heads. The subdivision, including roadworks will need to be carried out in accordance with this report. This will require an amendment to the lot layout to accommodate the larger cul de sacs. A Traffic Impact Assessment (TIA), dated April 2018, prepared by Milan Predanovic was submitted with the original application. This TIA was based on a different layout and included a retirement village and commercial area. No amended TIA or addendum was submitted to support the amended application which excluded the retirement village and commercial precinct. The residential lots however remain a similar layout with the access off Climie St further to the east. The TIA stated: <i>“A kerb and gutter plus a footpath will be constructed along the Climie Street frontage to the development site. The new kerb and gutter along the development site frontage should be located so that the width between kerb lines is no more than 8.9m, with suitable transitions, but a width of around 7.5m between kerb lines would be more than adequate in this situation.”</i></p>
------------------------------------	---

	<p>This recommendation is not supported and the new kerb in Climie St should be positioned to generally match the existing kerb alignment to the west.</p> <p>The TIA determined that the sight distance at the proposed subdivision road with Climie St would be adequate. The repositioning of the access in the latest proposal should not affect this conclusion.</p> <p>The TIA states that <i>“Footpaths will be provided along both sides of the subdivisional roads and along the Climie Street frontage.”</i></p> <p>The TIA concludes <i>“that the proposed development can be supported on traffic grounds.”</i></p>
Stormwater	<p>The land drains generally to the north east. A large dam formerly used by the School Farm is located in the north east corner.</p> <p>The proposal has lots and roads drained via a conventional piped SW system to a WSUD treatment area located in the north eastern corner of the property at the site of the existing dam.</p> <p>An infrastructure Assessment was prepared for the original proposal. As with the TIA the proposal has evolved however the Infrastructure Assessment was not updated.</p> <p>The report stated:</p> <p><i>“There is no public open space or natural drainage paths for a stormwater treatment system. The most feasible arrangement if WSUD is required is for biofilters to be installed at intervals down the road. Road runoff would pass through the filter prior to discharge to the stormwater system. Property drainage which is largely roof runoff does not need treatment. “</i></p> <p>Amended plans were however submitted showing proposed services layouts along with 2 concept plans combining an area of open space and WSUD features. The WSUD concept incorporates the use of vegetated /bioretention swales, sediment ponds and wetland to provide SW treatment.</p> <p>The SW outfall from the site is to be extended north along a Taswater access to Native Hut Rivulet.</p>
Sewer and Water	<p>The land is within the sewer and water serviced areas.</p> <p>The application was referred to TasWater who have imposed conditions.</p>
Power, Telco, etc	<p>Power reticulation within the subdivision should be underground.</p> <p>NBN service is available in the area.</p>
Codes	<p>The subdivision is subject to the following codes:</p> <ul style="list-style-type: none"> Road and Railway Assets Code Parking and Access Stormwater <p>There are no overlays over the subject land other than an Attenuation Area to the north which only affects the SW line which heads north of the proposed subdivision. It does not impact on any of the proposed lots.</p>

Table of Engineering Comments

CONCLUSION

The report has assessed a Development Application for a subdivision at the former School Farm Campania.

No representations were received.

The proposal is found to be compliant with the Scheme and is regarded to be a high quality development employing modern day best practices for Water Sensitive Urban Design. The development is also consistent with the Campania Structure Plan and future outlay and development and progress of the township.

The proposal has been found to comply with all the relevant standards of the Village Zone and the applicable Codes.

It is recommended that the Application be approved and a Permit issued with conditions and advice.

RECOMMENDATION

THAT, in accordance with the provisions of the *Southern Midlands Interim Planning Scheme 2015* and section 57 of the *Land Use Planning & Approvals Act 1993*, Council APPROVE the Development Application (SA 2016/14) for Subdivision (52 Lots and Public Open Space) at 12 Climie Street (Former Campania School Farm) owned by Mayfair Group Holdings

CONDITIONS

General

1. The subdivision layout or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
2. Prior to the development commencing an amended proposal plan is to be submitted including:
 - a) Cul de sacs to accommodate a turning head with a 12 metre outer radius in accordance with the requirements of the Bushfire Hazard Assessment Report.
 - b) Minimum road reservation width between lots 30 and 31 of 18 metres.
3. Prior to (or in conjunction with) the submission of the draft Engineering Plans for final design approval the developer is to submit a final staging plan for the subdivision. The staging plan is to include detail and timing of:
 - a) Staging of lot construction;
 - b) Infrastructure works;
 - c) Works and landscaping treatment required for the Public Open Space Area;
 - d) Storm water retention system (including associating plantings); and
 - e) Works necessary for the Lot 102 footway including footpath, drainage and landscaping.

Easements

4. Easements must be created over all drains, pipelines, wayleaves and services in accordance with the requirements of the Council's Municipal Engineer. The cost of locating and creating the easements shall be at the subdivider's full cost.

Endorsements

5. The final plan of survey must be noted that Council cannot or will not provide a means of drainage to all lots shown on the plan of survey.

Transfer of reserves

6. All roads or footways must be shown as "Road" or "Footway" on the Final Plan of Survey and transferred to the Council by Memorandum of Transfer submitted with the Final Plan of Survey.
7. The public open space must be shown as "Public Open Space on the Final Plan of Survey and transferred to the Council by Memorandum of Transfer submitted with the Final Plan of Survey.

Covenants

8. Covenants or other similar restrictive controls that conflict with any provisions or seek to prohibit any use provided within the planning scheme must not be included or otherwise imposed on the titles to the lots created by this permit, either by transfer, inclusion of such covenants in a Schedule of Easements or registration of any instrument creating such covenants with the Recorder of Titles, unless such covenants or controls are expressly authorised by the terms of this permit or the consent in writing of the Council's Manager Environment and Development Services.

Final plan

9. A final approved plan of survey and schedule of easements as necessary, together with two (2) copies, must be submitted to Council for sealing for each stage. The final approved plan of survey must be substantially the same as the endorsed plan of subdivision and must be prepared in accordance with the requirements of the Recorder of Titles.
10. A fee of \$250.00, or as otherwise determined in accordance with Council's adopted fee schedule, must be paid to Council for the sealing of the final approved plan of survey for each stage.
11. Prior to Council sealing the final plan of survey for each stage, security for an amount clearly in excess of the value of all outstanding works and maintenance required by this permit must be lodged with the Southern Midlands Council. The security must be in accordance with section 86(3) of the *Local Government (Building & Miscellaneous Provisions) Council 1993*. The amount of the security shall be determined by the Council's Municipal Engineer in accordance with Council Policy following approval of any engineering design drawings.
12. All conditions of this permit, including either the completion of all works and maintenance or payment of security in accordance with this permit, must be satisfied before the Council seals the final plan of survey for each stage. It is the subdivider's responsibility to notify Council in writing that the conditions of the permit have been satisfied and to arrange any required inspections.
13. The subdivider must pay any Titles Office lodgment fees direct to the Recorder of Titles.

Landscaping

14. The road reserves and public open space must be landscaped by trees or plants in accordance with a landscape plan prepared by a landscape architect, or other person approved by Council, and submitted for endorsement with the engineering design drawings. The landscape plan must include at least the following:
 - a) the areas to be landscaped;
 - b) the form of landscaping;
 - c) footpaths to provide connectivity from the northern cul de sac/open space area north to Alexander Circle and northwest to Reeve Street.
 - d) A minimum of one (1) tree for each allotment with a frontage to the roadway is to be planted in an approved location in accordance with Standard Drawing TSD-R36;
 - e) A footpath to provide connectivity from the open space area northwest to Reeve Street;
 - f) Details of fencing design for the footways and public open space;
 - g) the species of plants and details of the growth speed and expected height at maturity; and
 - h) estimates of the cost of the works.
15. Landscaping works for each stage are to be completed by the developer prior to sealing of the final plan for that stage, or as otherwise approved by Council's Manager Environment and Development Services.
16. Street tree planting must be installed by the end of the initial defects liability period of each stage. A further 2 year defects liability period applies.

Weed management

17. Prior to the carrying out of any works approved or required by this approval, the subdivider must provide a weed management plan detailing measures to be adopted to control any weeds on the site and limit the spread of weeds listed in the *Weed Management Act 1999* through imported soil or land disturbance by appropriate water management and machinery and vehicular hygiene to the satisfaction of Council's Municipal Engineer and of the Regional Weed Management Officer, Department of Primary Industries Water and Environment.

Engineering

18. The subdivision must be carried out in accordance with the Tasmanian Subdivision Guidelines October 2013 (attached), or as otherwise agreed by Council's General Manager.
19. Engineering design drawings to the satisfaction of the Council's General Manager must be submitted to and approved by Council before development of the land commences.
20. Engineering design drawings are to be prepared by a qualified and experienced civil engineer, or other person approved by Council's Municipal Engineer, and must show -
 - a) all existing and proposed services required by this permit;
 - b) all existing and proposed roadwork required by this permit;

- c) measures to be taken to provide sight distance in accordance with the relevant standards of the planning scheme;
 - d) measures to be taken to limit or control erosion and sedimentation;
 - e) any other work required by this permit.
21. Approved engineering design drawings will remain valid for a period of 2 years from the date of approval of the engineering drawings.
22. The developer shall appoint a qualified and experienced Supervising Engineer (or company registered to provide civil engineering consultancy services) who will be required to certify completion of subdivision construction works. The appointed Supervising Engineer shall be the primary contact person on matters concerning the subdivision.

Services

23. Property services must be contained wholly within each lots served or an easement to the satisfaction of the Council's General Manager or responsible authority.
24. The Subdivider must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the proposed subdivision works. Any work required is to be specified or undertaken by the authority concerned.
25. Property services to internal lots must be extended to the lot proper to the satisfaction of Council's General Manager.

Drainage

26. The developer is to provide a stormwater drainage system designed to comply with all of the following:
- a) be able to accommodate a storm with an ARI of 20 years when the land serviced by the system is fully developed;
 - b) stormwater runoff will be no greater than pre-existing runoff or any increase can be accommodated within existing or upgraded public stormwater infrastructure.
27. The developer is to provide a piped stormwater property connection to each lot capable of servicing the entirety of each lot by gravity in accordance with Council standards and to the satisfaction of Council's General Manager.
28. The developer is to provide a major stormwater drainage system designed to accommodate a storm with an ARI of 100 years.
29. Water Sensitive Urban Design Principles must be incorporated into the development. These Principles will be in accordance with, and meet the treatment targets specified within, the Water Sensitive Urban Design Procedures for Stormwater Management in Southern Tasmania and to the satisfaction of the Council's General Manager.
30. The Water Sensitive Urban Design elements are to be incorporated into the open space area at the north eastern corner of the site and generally in accordance with the concept plans:
- a) CAMPANIA OPEN SPACE AND WSUD CONCEPT: OPTION 1 32-19027
SK01 JUL19
 - b) CAMPANIA OPEN SPACE AND WSUD CONCEPT: OPTION 2 32-19027
SK02 JUL19

and to the satisfaction of Council's General Manager.

31. The developer must submit a stormwater management plan to Council for approval with the engineering design plans. The stormwater management plan must be prepared and certified by a suitably qualified person, and include calculations, design, construction and maintenance details of stormwater treatment, detention, and conveyance. The plan must clearly demonstrate that the requirements of this permit are met and that adjacent properties will not be adversely impacted by the stormwater system.

Tas Water

32. The development must meet all required Conditions of approval specified by Tas Water Submission to Planning Authority Notice, TWDA 2016/01689-STM, dated 31/07/2019.

Telecommunications and electrical reticulation

33. Electrical and telecommunications services must be provided to each lot in accordance with the requirements of the responsible authority and to the satisfaction of Council's General Manager.
34. New electrical and fixed line telecommunications services must be installed underground to the requirements of the responsible authority unless approved otherwise by Council's General Manager.
35. Prior to the work being carried out a drawing of the electrical reticulation and street lighting, and telecommunications reticulation in accordance with the appropriate authority's requirements and relevant Australian Standards must be submitted to and endorsed by the Council's General Manager.
36. Prior to sealing the final plan of survey the developer must submit to Council:
- a) A "Provisioning of Telecommunications Infrastructure – Confirmation of final payment" or "Certificate of Practical Completion of Developer's Activities" from NBN Co. or Telstra.
 - b) A Letter of Release or equivalent from TasNetworks confirming that all conditions of the Agreement between the Owner and authority have been complied with and that future lot owners will not be liable for network extension or upgrade costs, other than individual property connections at the time each lot is further developed.

Roads and Access

37. Roadworks and drainage must be constructed in accordance with the standard drawings prepared by the IPWE Aust. (Tasmania Division) and to the requirements of Council's General Manager.
38. Roadworks must, unless approved otherwise by Council's General Manager, include -
- a) Proposed Subdivision Road - main cul de sac running north south off Climie Street;
 - i. Minimum road reserve of 18.00 metres;
 - ii. Fully sealed, paved and drained carriageway with a minimum carriageway width of 8.9m;
 - iii. Concrete kerb and channel;
 - iv. Concrete footpath on both sides;

- v. **Piped stormwater drains;**
 - b) **Proposed Subdivision Road - connector to Lot 1**
 - i. **Minimum road reserve of 18.00 metres;**
 - ii. **Fully sealed, paved and drained carriageway with a minimum carriageway width of 8.9m;**
 - iii. **Concrete kerb and channel;**
 - iv. **Concrete footpath on both sides;**
 - v. **Piped stormwater drains;**
 - c) **Proposed Subdivision Road – Minor cul de sacs**
 - i. **Minimum road reserve of 15.00 metres;**
 - ii. **Fully sealed, paved and drained carriageway with a minimum carriageway width of 6.9m;**
 - iii. **Concrete kerb and channel;**
 - iv. **Concrete footpath (on at least one side);**
 - v. **Piped stormwater drains;**
 - d) **Proposed Subdivision Road (2 cul de sacs running East west)**
 - e) **Climie Street (across the entire frontage of the subdivision)**
 - i. **Road reservation widening to match the reservation boundary to the west;**
 - ii. **Fully sealed, paved and drained carriageway widening (to match the alignment of existing kerb to the west);**
 - iii. **Concrete kerb and channel;**
 - iv. **Concrete footpath;**
 - v. **Piped stormwater drains**
39. **All carriageway surface courses must be constructed with a hot mix asphalt in accordance with standard drawings and specifications prepared by the IPWE Aust. (Tasmania Division) and the requirements of Council’s General Manager.**
40. **Kerb ramps must be provided to accommodate the needs of people with disabilities in accordance with standard drawings prepared by the IPWE Aust. (Tasmania Division) and to the requirements of Council’s General Manager.**

Vehicular Access

- 41. **A reinforced concrete vehicle access must be provided from the road carriageway to each lot in accordance with Council’s Standard Drawings and to the satisfaction of Council’s General Manager.**
- 42. **The vehicular accesses to internal lots must be constructed for the full length of the access strip to the lot proper.**

Water quality

43. A soil and water management plan (here referred to as a 'SWMP') prepared in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South, must be approved by Council's General Manager before development of the land commences.
44. Temporary run-off, erosion and sediment controls must be installed in accordance with the approved SWMP and must be maintained at full operational capacity to the satisfaction of Council's General Manager until the land is effectively rehabilitated and stabilised after completion of the development.
45. The topsoil on any areas required to be disturbed must be stripped and stockpiled in an approved location shown on the detailed soil and water management plan for reuse in the rehabilitation of the site. Topsoil must not be removed from the site until the completion of all works unless approved otherwise by the Council's General Manager.
46. All disturbed surfaces on the land, except those set aside for roadways, footways and driveways, must be covered with top soil and, where appropriate, re-vegetated and stabilised to the satisfaction of the Council's General Manager.

Construction

47. The subdivider must provide not less than forty eight (48) hours written notice to Council's General Manager before commencing construction works on-site or within a council roadway.
48. The subdivider must provide not less than forty eight (48) hours written notice to Council's General Manager before reaching any stage of works requiring inspection by Council unless otherwise agreed by the Council's General Manager.
49. Subdivision works must be carried out under the direct supervision of an approved practising professional civil engineer engaged by the subdivider and approved by the Council's General Manager.

'As constructed' drawings

50. Prior to the works being placed on the maintenance and defects liability period an "as constructed" drawing of all engineering works provided as part of this approval must be provided to Council to the satisfaction of the Council's General Manager. These drawings and data sheets must be prepared by a qualified and experienced civil engineer or other person approved by the General Manager in accordance with Council's *Guidelines for As Constructed Data*.

Maintenance and Defects Liability Period

51. The subdivision must be placed onto a twelve (12) month maintenance and defects liability period in accordance with Council Policy following the completion of the works in accordance with the approved engineering plans and permit conditions.
52. Prior to placing the subdivision onto the twelve (12) month maintenance and defects liability period the Supervising Engineer must provide certification that the works comply with the Council's Standard Drawings, specification and the approved plans.

53. Water Sensitive Urban Design elements provided as part of the subdivision are to be placed and an extended maintenance and defects liability period to be determined at the detailed design stage, but not less than twenty four (24) months.

Construction amenity

54. The development must only be carried out between the following hours unless otherwise approved by the Council's Manager Environment and Development Services:

- Monday to Friday 7:00 AM to 6:00 PM
- Saturday 8:00 AM to 6:00 PM
- Sunday and State-wide public holidays 10:00 AM to 6:00 PM

55. All subdivision works associated with the development of the land must be carried out in such a manner so as not to unreasonably cause injury to, or unreasonably prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of -

- (a) Emission from activities or equipment related to the use or development, including noise and vibration, which can be detected by a person at the boundary with another property.
- (b) Transport of materials, goods or commodities to or from the land.
- (c) Appearance of any building, works or materials.

56. Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Municipal Engineer.

57. Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the project during the construction period.

THE FOLLOWING ADVICE APPLIES TO THIS PERMIT: -

- A. This permit does not imply that any other approval required under any other legislation has been granted.
- B. This planning approval shall lapse at the expiration of two (2) years from the date of the commencement of planning approval unless the development for which the approval was given has been substantially commenced or extension of time has been granted. Where a planning approval for a development has lapsed, an application for renewal of a planning approval for that development may be treated as a new application.
- C. The owner is advised that an engineering plan assessment and inspection fee of 1% of the value of the approved engineering works, or a minimum of \$335.00, must be paid to Council in accordance with Council's fee schedule.
- D. All approved engineering design drawings will form part of this permit on and from the date of approval.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

11.3 MUNICIPAL SEAL (Planning Authority)

Nil.

11.4 PLANNING (OTHER)

Nil.

**[THIS CONCLUDES THE SESSION OF COUNCIL ACTING AS A
PLANNING AUTHORITY]**

12. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE)

12.1 Roads

Strategic Plan Reference 1.1.1

Maintenance and improvement of the standard and safety of roads in the municipal area.

12.1.1 E M MCSHANE AND LOVELY BANKS PTY LTD – REALIGNMENT OF ELLESMERE ROAD, JERICHO

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 1 AUGUST 2019

Enclosure(s):

Location Map

ISSUE

Council to consider a request to realign Ellesmere Road, Jericho through the property owned by E M McShane and Lovely Banks Pty Ltd (CT 102157/1) to facilitate improved farming operations.

BACKGROUND

In reference to the attached Location Map, Ellesmere Road, which is a 'No-Through' road, deviates off Old Mill Road (approximately 50 metres from the commencement of that road). It runs off at an angle to Old Mill Road and provides access to the property owned by M K Taylor & Sons Pty Ltd.

The full extent of this Council maintained unsealed road runs through the property owned by E M McShane and Lovely Banks Pty Ltd. A copy of the Title showing the road reservation is included as an attachment. Council is responsible for maintaining a total distance of 1.67 kilometres.

DETAIL

The proposal involves realigning / re-positioning Ellesmere Road to facilitate improved farming operations (i.e. irrigation).

Current Situation:

Ellesmere Road commences approximately 50 metres from the start of Old Mill Road and heads in a southerly direction towards the Taylor property. The road ends at the boundary of the Taylor property and therefore all proposed changes are within the property owned by E M McShane and Lovely Banks Pty Ltd.

Proposal:

The proposal involves users of Ellesmere Road travelling Old Mill Road for a further distance of approximately 820 metres and then veer to the right and travel a newly constructed section of 'Ellesmere Road' that would reconnect to the existing Ellesmere Road approximately 100 metres prior to the boundary with the Taylor property. The newly constructed section would be approx. 940 metres in length, meaning that the same distance is being travelled to gain access to the Taylor property.

The existing length of Ellesmere Road, commencing from Old Mill Road through to the point where the new road connects would then be redundant and will be taken-up. The surveyed reservation would also be removed from the Title and replaced with the new reservation based on the realigned section of road.

The proposal to realign the road has been fully negotiated with the Taylor family, as the main affected property owner, and a formal consent agreement has been entered into between the parties. Evidence of this has been provided by the proponents.

It is confirmed that the proponents will be responsible for constructing the realigned section of Ellesmere Road, the standard of which will be consistent with the current standard classification as an Unsealed Road – category U3 category. The road would be inspected and certified by the Manager – Infrastructure & Works prior to final sign-off. It will include the standard 18 metre wide reservation.

Human Resources & Financial Implications –.Refer detail above. All costs of survey and amendments to Title will be at the proponent's expense.

Community Consultation & Public Relations Implications –.Ellesmere Road is a 'no-through' road that provides access to the property owned by M K Taylor and Sons Pty Ltd. Formal consent has been provided by the owner(s).

In terms of any broader implications, Old Mill Road and Ellesmere Road are both Council maintained roads that are fully accessible by the general public and this will not change.

Policy Implications –.N/A

Priority - Implementation Time Frame – Immediate.

RECOMMENDATION

THAT:

- a) **Council consent to the proposal to 'realign' Ellesmere Road noting that formal agreement has been given by the main affected land owner(s) M K Taylor & Sons Pty Ltd;**
- b) **Council's consent be subject to the following conditions:**
 - i) **the re-positioned section of Ellesmere Road being constructed to a standard consistent with the current standard and classification of Ellesmere Road (.e. Unsealed – Category U3); and**
 - ii) **All survey costs and amendments to the Title are to be borne by the proponent E M McShane and Lovely Banks Pty Ltd.**

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

ENCLOSURE
 Agenda Item 12.1.1



FOLIO PLAN
 DEPUTY RECORDER OF TITLES
 Issued Pursuant to the Land Titles Act 1980



APPROVED 10 OCT 1982 <i>[Signature]</i> RECORDED OF TITLES	CONVERSION PLAN CONVERTED FROM 30/7/80 T	REGISTERED NUMBER P.102157
FILE NUMBER A. 11276	GRANTEE PART OF 10210-0-0 GVD TO CHARLES THOMPSON PART OF 20015-0-0 GVD TO JOHN EDWARDS & ANN ELISA ECKE	DRAWN M. D. 29.9.92

SKETCH BY WAY OF ILLUSTRATION ONLY

FORM RECEIVED	LAST FORM	LAST SURVEY PLAN NO.
FORM NO. 25	FORM NO. 25 (REV. 01/80)	

ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERRED ON THIS PLAN

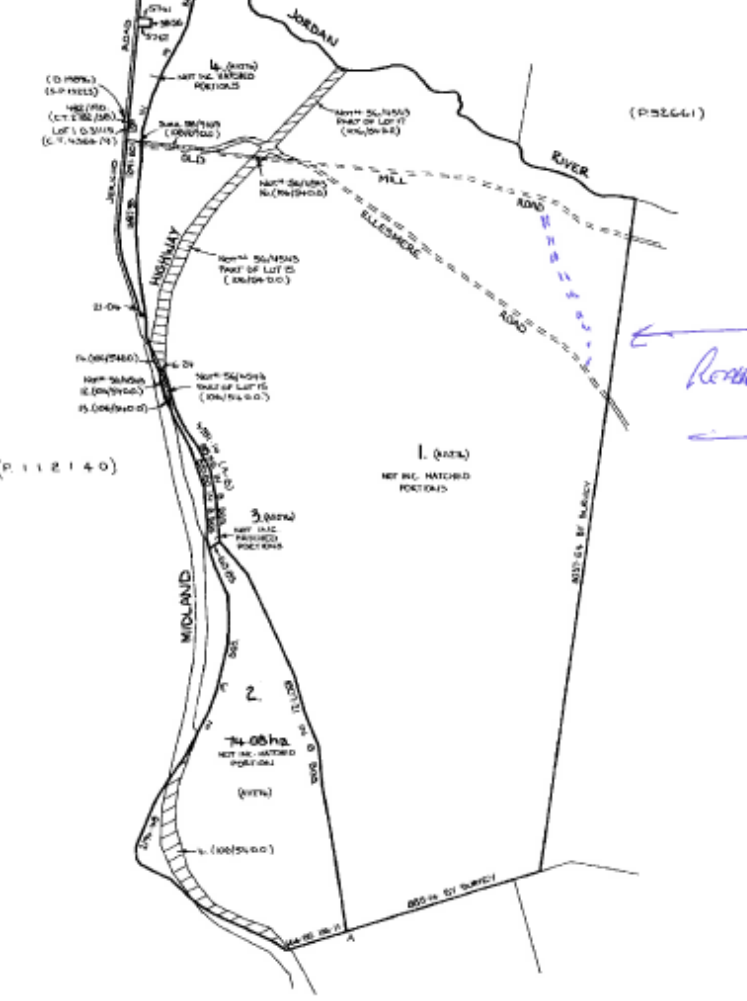
"EXCEPTED LANDS"

Lot 1: Part of Subdiv. 10210-0-0 Part of Lot 10210-0-0 (102/102-0-0) Part of Subdiv. 10210-0-0 (102/102-0-0)

Lot 2: Lot 10 (102/102-0-0)

Lot 3: Part of Subdiv. 10210-0-0 Part of Lot 10210-0-0 (102/102-0-0) Lot 10 (102/102-0-0)

Lot 4: Part of Subdiv. 10210-0-0 (102/102-0-0) Lot 1 (102/102-0-0) C.T. 10210-0-0 (102/102-0-0) C.T. 21021/30



12.2 Bridges

Strategic Plan Reference 1.2.1

Maintenance and improvement of the standard and safety of bridges in the municipality.

Nil.

12.3 Walkways, Cycle ways and Trails

Strategic Plan Reference 1.3.1

Maintenance and improvement of the standard and safety of walkways, cycle ways and pedestrian areas to provide consistent accessibility.

Nil.

12.4 Lighting

Strategic Plan Reference 1.4.1a & 1.4.1b

Ensure adequate lighting based on demonstrated need / Contestability of energy supply.

Nil.

12.5 Buildings

Strategic Plan Reference 1.5.1

Maintenance and improvement of the standard and safety of public buildings in the municipality.

12.5.1 73 HIGH STREET, OATLANDS (ROCHE HALL PROPERTY) – LEASE TO RURAL ALIVE & WELL INC (PART PREMISES)

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 23 AUGUST 2019

ISSUE

Council to consider and approve an extension of Lease, including the proposed revised rental arrangements for Rural Alive & Well Inc.

BACKGROUND

The Southern Midlands Council entered into a Lease Agreement with Rural Alive & Well Inc. in September 2014. The Lease was for a period of five (5) years and concludes on the 31st August 2019.

The Lease related to the front section of the building, being the foyer and two rooms; plus shared use of the meeting room off the hallway. Council retained shared use of the meeting room and the first room as you enter off Stutzer Street. The latter is occupied by Council's NRM officers and generally used two days per week.

The following is a summary of the current lease terms:

- Monthly rental of \$585 (GST excl.) per month payable in advance on the 1st day of each month. This equates to \$135 (GST excl.) per week. The monthly rent was revised in September 2016 and is currently \$595.56 (GST excl.) per month;
- RAW Inc. pays 50% of all Aurora Charges for the premises;
- Responsible for cleaning; rubbish removal and costs associated with minor maintenance of the lease part of the building
- Council responsible for keeping the interior in good and tenantable repair.
- Council responsible for insurance of the building; land tax and all annual rates and charges.

In determining the monthly rental amount, Council engaged a Property Valuer in mid-2014 to determine the market rent. Based on sole occupancy of 150 m² and shared occupancy of 110 m², the market rental per week was assessed at \$250.00 (GST excl.) per week. The actual charge of \$135.00 per week, which was a discount of \$115 per week, was provided as a means of supporting the organisation and also recognised that the Central Highlands Council (at that time) was making a direct cash contribution of \$10,000 per annum. The discount amount of \$115 per week equated to an 'in-kind' contribution of \$5,980 per annum.

The decision by Council to discount the rent was based on demonstrating support for the organisation being based in the Southern Midlands Council area, and providing a level of funding similar to neighbouring Council(s).

DETAIL

In reviewing the terms of the Lease, there is certainly a need to revisit the percentage cost recovery of the Aurora Charges to more accurately reflect the overall use of the building and the percentage of time that it is occupied by each of the organisations.

In terms of rent:

- If CPI (based on the Hobart All Groups Index) is applied to the discounted rent amount since 2014, the revised rental amount would be \$637 per month or \$147 per week – equates to \$7,644 per annum.
- If CPI is applied to the market value rent determined in 2014 (i.e. excluding discount), the revised rental amount would be \$1,179.66 per month or \$272.23 per week – equates to \$14,156 per annum.

Relative to this decision regarding the amount of rent payable is the need to recognise that the building could be classed as 'high maintenance' due to its age and condition; the Central Highlands Council ceased providing any direct financial contribution four years ago; and to the best of my knowledge, no other Councils are providing financial subsidies where services are provided by RAW.

Human Resources & Financial Implications – Refer detail above. The following is a summary of costs incurred by Council for the 2018/19 financial year:

Cost Item	Amount
General Repairs and Maintenance	\$2,671.16
SMC Rates and Charges	\$1,633.75
TasWater – Fixed Charges	\$1,001.12
TasWater – Consumption	\$678.40
Land Tax	\$1,172.64
Depreciation	\$11,842.42
Aurora – Total Cost \$7,464.54 (50% Council)	\$3,732.87
Insurance	\$576.28
Total	\$23,308.64

Note: Current rental per annum is achieving approximately 36% cost recovery if Aurora costs are excluded and recognised as a cost to the NRM program.

Discussion

If Council continued to provide a 20% discount based on the adjusted market rent (in recognition of the services that the organisation provides and it being based in the Southern Midlands Council area), then the revised rent would be \$944 per month – equates to \$11,328.

If the percentage cost recovery for the Aurora charges was increased to 70%, based on the 2018/19 charges, this would mean additional income of \$1,492.

The above changes would increase the percentage of cost recovery to approximately 58% (excluding Aurora costs) and be more consistent with the overall percentage occupation of the building.

Community Consultation & Public Relations Implications – Positive.

Policy Implications – N/A

Priority - Implementation Time Frame – The renewed Lease is to commence from 1st September 2019.

RECOMMENDATION

THAT:

- a) **Council agree to extend the Lease for a further four-year period;**
- b) **The Lease be renewed based on the following terms and conditions:**
 - **Rental amount increased to \$944 per month. This continues to provide a 20% discount based on the adjusted market rent and recognises the valuable service(s) that the organisation provides and secondly, the organisation being based in the Southern Midlands Council area.**
 - **Increasing the percentage cost recovery (or recharge) for Aurora to 70% of the actual charges; and**
 - **All other provisions contained within the existing Lease remain unchanged.**

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

12.6 Sewers / Water

Strategic Plan Reference(s) 1.6.1 & 1.6.2

Increase the capacity of access to reticulated sewerage services / Increase the capacity and ability to access water to satisfy development and Community to have access to reticulated water.

Nil.

12.7 Drainage

Strategic Plan Reference 1.7.1

Maintenance and improvement of the town storm-water drainage systems.

Nil.

12.8 Waste

Strategic Plan Reference 1.8.1

Maintenance and improvement of the provision of waste management services to the Community.

Nil.

12.9 Information, Communication Technology

Strategic Plan Reference 1.9.1

Improve access to modern communications infrastructure.

Nil.

12.10 Officer Reports – Infrastructure & Works

12.10.1 MANAGER – INFRASTRUCTURE & WORKS REPORT

Author: MANAGER INFRASTRUCTURE & WORKS (JACK LYALL)

Date: 22 AUGUST 2019

Attachment:

Traffic Report – Buckland Road

Roads Program

The Traffic Counter on Buckland Road was installed for the period 2nd July to 23rd July 2019 (report attached).

Maintenance grading is currently being undertaken in the Colebrook area. The other grader is working in the York Plains area.

Major patches are being dug and repaired on Woodsdale Road.

Town and General Maintenance

Town and general maintenance is continuing in all other areas.

Waste Management Program

Operating arrangements at the Waste Transfer Stations are working well.

QUESTIONS WITHOUT NOTICE TO MANAGER, INFRASTRUCTURE & WORKS

RECOMMENDATION

THAT the Infrastructure & Works Report be received and the information noted.

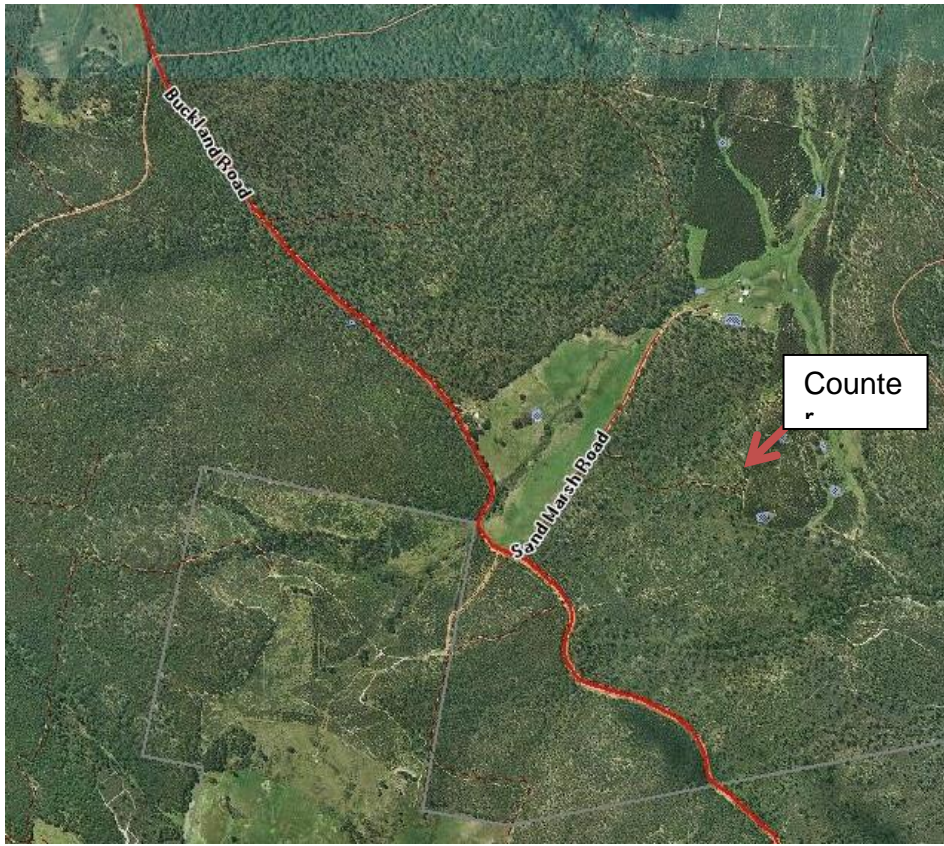
DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

ENCLOSURE
Agenda Item 12.10.1

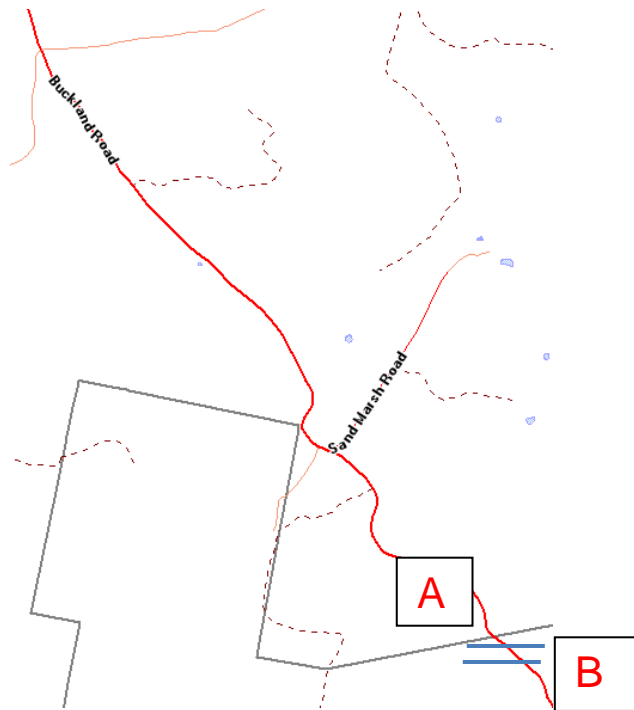
Buckland Road – near Council boundary **Tuesday 2 July – Tuesday 23 July 2019**



Location



Direction



Weekly Vehicle Counts

Site: Buckland Road
Description: Buckland Road - Council Boundary
Filter time: 9.40am Tuesday, 2 July 2019 => 8.45am Tuesday, 23 July 2019
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

	<u>Mon</u>	<u>Tue</u>	<u>Wed</u>	<u>Thu</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>	<u>Averages</u>	
	01 Jul	02 Jul	03 Jul	04 Jul	05 Jul	06 Jul	07 Jul	1 - 5	1 -
7									
Hour									
0000-0100	*	0	0	0	0	0	0	0.0	
0.0									
0100-0200	*	0	0	0	0	0	0	0.0	
0.0									
0200-0300	*	0	0	0	1	0	0	0.3	
0.2									
0300-0400	*	0	2	4	0	0	0	1.5	
1.0									
0400-0500	*	0	0	2	3	0	0	1.3	
0.8									
0500-0600	*	0	1	1	1	1	0	0.8	
0.7									
0600-0700	*	0	7	3	3	3	2	3.3	
3.0									
0700-0800	*	0	8	6	7	2	0	5.3	
3.8									
0800-0900	*	0	7	4	8	7	4	4.8	
5.0									
0900-1000	*	1	6	7	4	9	11	4.5	
6.3									
1000-1100	0	6	6	5	6	13	9	4.6	
6.4									
1100-1200	0	8	10	2	5	6	9	5.0	
5.7									
1200-1300	0	6	9	5	6	1	10	5.2	
5.3									
1300-1400	0	5	9	6	10	11	16	6.0	
8.1									
1400-1500	0	7	4	4	6	12	15	4.2	
6.9									
1500-1600	0	5	8	5	11	9	22	5.8	
8.6									
1600-1700	0	5	13	5	16	10	11	7.8	
8.6									
1700-1800	0	9	4	4	6	6	4	4.6	
4.7									
1800-1900	0	4	3	0	3	1	1	2.0	
1.7									
1900-2000	0	5	2	0	8	4	2	3.0	
3.0									
2000-2100	0	1	1	1	3	5	1	1.2	
1.7									
2100-2200	0	1	0	1	1	0	1	0.6	
0.6									
2200-2300	0	0	0	0	3	0	0	0.6	
0.4									
2300-2400	0	1	0	0	0	0	1	0.2	
0.3									
Totals									
0700-1900	*	56	87	53	88	87	112	59.7	
71.2									
0600-2200	*	63	97	58	103	99	118	67.8	
79.5									

0600-0000	*	64	97	58	106	99	119		68.5
80.2									
0000-0000	*	64	100	65	111	100	119		72.3
82.8									
AM Peak	*	1100	1100	0900	0800	1000	0900		
	*	8	10	7	8	13	11		
PM Peak	2300	1700	1600	1300	1600	1400	1500		
	0	9	13	6	16	12	22		

* - No data.

Weekly Vehicle Counts

Site: Buckland Road
Description: Buckland Road - Council Boundary
Filter time: 9.40am Tuesday, 2 July 2019 => 8.45am Tuesday, 23 July 2019
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

	<u>Mon</u> 08 Jul	<u>Tue</u> 09 Jul	<u>Wed</u> 10 Jul	<u>Thu</u> 11 Jul	<u>Fri</u> 12 Jul	<u>Sat</u> 13 Jul	<u>Sun</u> 14 Jul	<u>Averages</u> 1 - 5	1 -
7									
Hour									
0000-0100	0	0	0	0	0	0	0	0.0	
0.0									
0100-0200	0	0	0	0	0	0	0	0.0	
0.0									
0200-0300	0	0	0	0	0	0	0	0.0	
0.0									
0300-0400	3	4	1	1	1	0	0	2.0	
1.4									
0400-0500	0	0	0	0	1	1	0	0.2	
0.3									
0500-0600	0	2	1	1	3	0	0	1.4	
1.0									
0600-0700	2	4	6	9	4	1	6	5.0	
4.6									
0700-0800	6	8	7	9	6	1	0	7.2	
5.3									
0800-0900	5	8	6	4	5	4	3	5.6	
5.0									
0900-1000	5	6	10	11	13	5	8	9.0	
8.3									
1000-1100	11	7	9	8	9	5	12	8.8	
8.7									
1100-1200	3	5	7	7	6	14	13	5.6	
7.9									
1200-1300	5	8	9	9	4	17	11	7.0	
9.0									
1300-1400	4	4	5	5	11	9	12	5.8	
7.1									
1400-1500	7	3	9	5	9	2	12	6.6	
6.7									
1500-1600	4	7	5	6	9	16	13	6.2	
8.6									
1600-1700	7	5	9	9	9	13	10	7.8	
8.9									
1700-1800	11	1	9	9	5	8	11	7.0	
7.7									
1800-1900	6	2	2	3	2	6	6	3.0	
3.9									
1900-2000	1	3	3	2	3	6	1	2.4	
2.7									
2000-2100	1	0	0	0	2	0	1	0.6	
0.6									
2100-2200	0	0	0	0	2	2	2	0.4	
0.9									
2200-2300	1	0	0	0	0	1	0	0.2	
0.3									
2300-2400	0	0	0	0	0	0	0	0.0	
0.0									
Totals									
0700-1900	74	64	87	85	88	100	111	79.6	
87.0									
0600-2200	78	71	96	96	99	109	121	88.0	
95.7									

0600-0000	79	71	96	96	99	110	121		88.2
96.0									
0000-0000	82	77	98	98	104	111	121		91.8
98.7									
AM Peak	1000	0800	0900	0900	0900	1100	1100		
	11	8	10	11	13	14	13		
PM Peak	1700	1200	1700	1700	1300	1200	1500		
	11	8	9	9	11	17	13		

* - No data.

Weekly Vehicle Counts

Site: Buckland Road
Description: Buckland Road - Council Boundary
Filter time: 9.40am Tuesday, 2 July 2019 => 8.45am Tuesday, 23 July 2019
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

	<u>Mon</u> 15 Jul	<u>Tue</u> 16 Jul	<u>Wed</u> 17 Jul	<u>Thu</u> 18 Jul	<u>Fri</u> 19 Jul	<u>Sat</u> 20 Jul	<u>Sun</u> 21 Jul	<u>Averages</u> 1 - 5	1 -
7									
Hour									
0000-0100 0.3	0	0	0	0	1	0	1	0.2	
0100-0200 0.1	0	0	0	0	0	1	0	0.0	
0200-0300 0.6	3	0	0	0	1	0	0	0.8	
0300-0400 1.4	2	2	3	2	1	0	0	2.0	
0400-0500 0.6	1	0	1	0	2	0	0	0.8	
0500-0600 1.3	2	2	1	1	3	0	0	1.8	
0600-0700 5.0	4	6	7	6	6	5	1	5.8	
0700-0800 5.1	5	5	6	5	9	2	4	6.0	
0800-0900 7.1	6	8	6	9	5	10	6	6.8	
0900-1000 9.1	4	8	11	10	9	9	13	8.4	
1000-1100 11.9	11	17	9	4	9	15	18	10.0	
1100-1200 8.3	11	5	8	5	8	10	11	7.4	
1200-1300 5.9	7	6	8	4	4	7	5	5.8	
1300-1400 8.0	8	10	9	4	7	5	13	7.6	
1400-1500 8.3	5	7	8	7	5	13	13	6.4	
1500-1600 10.0	5	8	12	5	6	23	11	7.2	
1600-1700 7.1	7	6	8	9	4	7	9	6.8	
1700-1800 6.3	7	8	6	7	9	4	3	7.4	
1800-1900 3.3	5	4	3	3	0	3	5	3.0	
1900-2000 1.4	1	2	0	1	1	3	2	1.0	
2000-2100 1.0	1	2	2	0	1	1	0	1.2	
2100-2200 0.7	1	0	0	1	2	1	0	0.8	
2200-2300 0.4	0	1	0	0	1	1	0	0.4	
2300-2400 0.4	1	0	0	0	2	0	0	0.6	
Totals									
0700-1900 90.4	81	92	94	72	75	108	111	82.8	
0600-2200 98.6	88	102	103	80	85	118	114	91.6	

0600-0000 99.4	89	103	103	80	88	119	114		92.6
0000-0000 103.7	97	107	108	83	96	120	115		98.2
AM Peak	1100	1000	0900	0900	1000	1000	1000		
	11	17	11	10	9	15	18		
PM Peak	1300	1300	1500	1600	1700	1500	1400		
	8	10	12	9	9	23	13		

* - No data.

Weekly Vehicle Counts

Site: Buckland Road
Description: Buckland Road - Council Boundary
Filter time: 9.40am Tuesday, 2 July 2019 => 8.45am Tuesday, 23 July 2019
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

	<u>Mon</u> 22 Jul	<u>Tue</u> 23 Jul	<u>Wed</u> 24 Jul	<u>Thu</u> 25 Jul	<u>Fri</u> 26 Jul	<u>Sat</u> 27 Jul	<u>Sun</u> 28 Jul	<u>Averages</u> 1 - 5	1 -
7									
Hour									
0000-0100	0	0	0	0	0	0	0	0.0	
0.0									
0100-0200	0	1	0	0	0	0	0	0.2	
0.1									
0200-0300	1	0	0	0	0	0	0	0.2	
0.1									
0300-0400	3	3	0	0	0	0	0	1.2	
0.9									
0400-0500	3	0	0	0	0	0	0	0.6	
0.4									
0500-0600	1	2	0	0	0	0	0	0.6	
0.4									
0600-0700	6	4	0	0	0	0	0	2.0	
1.4									
0700-0800	12	7	0	0	0	0	0	3.8	
2.7									
0800-0900	6	4	0	0	0	0	0	2.0	
1.4									
0900-1000	10	0	0	0	0	0	0	2.0	
1.4									
1000-1100	5	0	0	0	0	0	0	1.0	
0.7									
1100-1200	5	0	0	0	0	0	0	1.0	
0.7									
1200-1300	5	0	0	0	0	0	0	1.0	
0.7									
1300-1400	5	0	0	0	0	0	0	1.0	
0.7									
1400-1500	3	0	0	0	0	0	0	0.6	
0.4									
1500-1600	9	0	0	0	0	0	0	1.8	
1.3									
1600-1700	6	0	0	0	0	0	0	1.2	
0.9									
1700-1800	7	0	0	0	0	0	0	1.4	
1.0									
1800-1900	3	0	0	0	0	0	0	0.6	
0.4									
1900-2000	2	0	0	0	0	0	0	0.4	
0.3									
2000-2100	3	0	0	0	0	0	0	0.6	
0.4									
2100-2200	0	0	0	0	0	0	0	0.0	
0.0									
2200-2300	0	0	0	0	0	0	0	0.0	
0.0									
2300-2400	0	0	0	0	0	0	0	0.0	
0.0									
Totals									
0700-1900	76	11	0	0	0	0	0	17.4	
12.4									
0600-2200	87	15	0	0	0	0	0	20.4	
14.6									

0600-0000	87	15	0	0	0	0	0	0	20.4
14.6									
0000-0000	95	21	0	0	0	0	0	0	23.2
16.6									
AM Peak	0700	0700	1100	1100	1100	1100	1100	1100	
	12	7	0	0	0	0	0	0	
PM Peak	1500	2300	2300	2300	2300	2300	2300	2300	
	9	0	0	0	0	0	0	0	

* - No data.

Comparisons-

- Total number of vehicles travelling on Buckland Road from 9.40am Tuesday 2 July 2019 => 8.45am Tuesday 23 July was 2092.
- Total average number of vehicles travelling on Buckland Road = 700 per week. (for comparison - average 100 vehicles per day x 7 days).

Vehicles per week-

Eldon Road - 1025

Yarlington Road - 841

Native Corners - 1316 (May 2016)

Black Brush - 1183

Woodsdale (near Tasman H'way) - 1823

Woodsdale (near Stonehenge) - 1050

Woodsdale (near New Country Marsh) - 994

Broadmarsh Road (August 2016) – 3164

York Plains Road - 560

Stanley Street - 770

Huntingdon Tier Road – Green Valley Rd intersection - 1491

Huntingdon Tier Road – Clifton Vale Rd intersection - 1029 (includes waste transfer station traffic - 245)

Rhyndaston Road - 938

Native Corners Road - 1554 (Dec 2017)

Interlaken Road - 1029

Oatlands (northern end) - 4837

Oatlands (southern end) - 6853

Brown Mountain Road - 1141

Tunnack Road - 1498 (1575 adjusted)

Elderslie Road near Broadmarsh – 3318

School Road Bagdad – 994

Buckland Road - 700

Daily Classes by Direction

Site: Buckland Road
Description: Buckland Road - Council Boundary
Filter time: Monday 8 July 2019 => Sunday 21 July 2019
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

Monday, 8 July 2019

	1	2	3	4	5	6	7	8	9	10	11	12	Total
Mon	60	9	7	1	0	0	0	0	5	0	0	0	82
(%)	73.2	11.0	8.5	1.2	0.0	0.0	0.0	0.0	6.1	0.0	0.0	0.0	
AB	29	4	4	1	0	0	0	0	1	0	0	0	39
AB%	48.3	44.4	57.1	100.0	0.0	0.0	0.0	0.0	20.0	0.0	0.0	0.0	47.6
BA	31.0	5.0	3.0	0.0	0.0	0.0	0.0	0.0	4.0	0.0	0.0	0.0	43.0
BA%	51.7	55.6	42.9	0.0	0.0	0.0	0.0	0.0	80.0	0.0	0.0	0.0	52.4
Tue	52	14	5	1	4	0	0	0	1	0	0	0	77
(%)	67.5	18.2	6.5	1.3	5.2	0.0	0.0	0.0	1.3	0.0	0.0	0.0	
AB	25	6	2	1	2	0	0	0	0	0	0	0	36
AB%	48.1	42.9	40.0	100.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	46.8
BA	27.0	8.0	3.0	0.0	2.0	0.0	0.0	0.0	1.0	0.0	0.0	0.0	41.0
BA%	51.9	57.1	60.0	0.0	50.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	53.2
Wed	73	13	5	2	0	0	0	0	5	0	0	0	98
(%)	74.5	13.3	5.1	2.0	0.0	0.0	0.0	0.0	5.1	0.0	0.0	0.0	
AB	41	6	1	1	0	0	0	0	2	0	0	0	51
AB%	56.2	46.2	20.0	50.0	0.0	0.0	0.0	0.0	40.0	0.0	0.0	0.0	52.0
BA	32.0	7.0	4.0	1.0	0.0	0.0	0.0	0.0	3.0	0.0	0.0	0.0	47.0
BA%	43.8	53.8	80.0	50.0	0.0	0.0	0.0	0.0	60.0	0.0	0.0	0.0	48.0

	1	2	3	4	5	6	7	8	9	10	11	12	Total
Thu	82	3	10	1	1	0	0	0	1	0	0	0	98
(%)	83.7	3.1	10.2	1.0	1.0	0.0	0.0	0.0	1.0	0.0	0.0	0.0	
AB	44	3	3	1	0	0	0	0	0	0	0	0	51
AB%	53.7	100.0	30.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	52.0
BA	38.0	0.0	7.0	0.0	1.0	0.0	0.0	0.0	1.0	0.0	0.0	0.0	47.0
BA%	46.3	0.0	70.0	0.0	100.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	48.0
Fri	83	8	7	1	1	1	0	0	3	0	0	0	104
(%)	79.8	7.7	6.7	1.0	1.0	1.0	0.0	0.0	2.9	0.0	0.0	0.0	
AB	40	4	2	1	0	0	0	0	0	0	0	0	47
AB%	48.2	50.0	28.6	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	45.2
BA	43.0	4.0	5.0	0.0	1.0	1.0	0.0	0.0	3.0	0.0	0.0	0.0	57.0
BA%	51.8	50.0	71.4	0.0	100.0	100.0	0.0	0.0	100.0	0.0	0.0	0.0	54.8
Sat	99	9	3	0	0	0	0	0	0	0	0	0	111
(%)	89.2	8.1	2.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
AB	51	4	0	0	0	0	0	0	0	0	0	0	55
AB%	51.5	44.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	49.5
BA	48.0	5.0	3.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	56.0
BA%	48.5	55.6	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	50.5
Sun	106	8	3	0	0	2	0	0	2	0	0	0	121
(%)	87.6	6.6	2.5	0.0	0.0	1.7	0.0	0.0	1.7	0.0	0.0	0.0	
AB	52	6	0	0	0	0	0	0	1	0	0	0	59
AB%	49.1	75.0	0.0	0.0	0.0	0.0	0.0	0.0	50.0	0.0	0.0	0.0	48.8
BA	54.0	2.0	3.0	0.0	0.0	2.0	0.0	0.0	1.0	0.0	0.0	0.0	62.0
BA%	50.9	25.0	100.0	0.0	0.0	100.0	0.0	0.0	50.0	0.0	0.0	0.0	51.2

Average daily volume

Entire week

	1	2	3	4	5	6	7	8	9	10	11	12	Total
	79	9	6	1	1	0	0	0	2	0	0	0	99
(%)	80.3	9.3	5.8	0.9	0.9	0.4	0.0	0.0	2.5	0.0	0.0	0.0	
AB	40	5	2	1	0	0	0	0	1	0	0	0	48
AB%	50.8	51.6	30.0	83.3	33.3	0.0	0.0	0.0	23.5	0.0	0.0	0.0	48.9
BA	39.0	4.4	4.0	0.1	0.6	0.4	0.0	0.0	1.9	0.0	0.0	0.0	50.4
BA%	49.2	48.4	70.0	16.7	66.7	100.0	0.0	0.0	76.5	0.0	0.0	0.0	51.1

Weekdays

	70	9	7	1	1	0	0	0	3	0	0	0	92
(%)	76.3	10.2	7.4	1.3	1.3	0.2	0.0	0.0	3.3	0.0	0.0	0.0	
AB	36	5	2	1	0	0	0	0	1	0	0	0	45
AB%	51.1	48.9	35.3	83.3	33.3	0.0	0.0	0.0	20.0	0.0	0.0	0.0	48.8
BA	34.2	4.8	4.4	0.2	0.8	0.2	0.0	0.0	2.4	0.0	0.0	0.0	47.0
BA%	48.9	51.1	64.7	16.7	66.7	100.0	0.0	0.0	80.0	0.0	0.0	0.0	51.2

Weekend

	103	9	3	0	0	1	0	0	1	0	0	0	116
(%)	88.4	7.3	2.6	0.0	0.0	0.9	0.0	0.0	0.9	0.0	0.0	0.0	
AB	52	5	0	0	0	0	0	0	1	0	0	0	57
AB%	50.2	58.8	0.0	0.0	0.0	0.0	0.0	0.0	50.0	0.0	0.0	0.0	49.1
BA	51.0	3.5	3.0	0.0	0.0	1.0	0.0	0.0	0.5	0.0	0.0	0.0	59.0
BA%	49.8	41.2	100.0	0.0	0.0	100.0	0.0	0.0	50.0	0.0	0.0	0.0	50.9

Daily Classes by Direction

Site: Buckland Road
Description: Buckland Road - Council Boundary
Filter time: Monday 8 July 2019 => Sunday 21 July 2019
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

Monday, 15 July 2019

	1	2	3	4	5	6	7	8	9	10	11	12	Total
Mon	66	17	5	2	0	0	0	0	6	1	0	0	97
(%)	68.0	17.5	5.2	2.1	0.0	0.0	0.0	0.0	6.2	1.0	0.0	0.0	
AB	36	8	1	2	0	0	0	0	1	0	0	0	48
AB%	54.5	47.1	20.0	100.0	0.0	0.0	0.0	0.0	16.7	0.0	0.0	0.0	49.5
BA	30.0	9.0	4.0	0.0	0.0	0.0	0.0	0.0	5.0	1.0	0.0	0.0	49.0
BA%	45.5	52.9	80.0	0.0	0.0	0.0	0.0	0.0	83.3	100.0	0.0	0.0	50.5
Tue	69	14	12	4	0	0	0	2	4	2	0	0	107
(%)	64.5	13.1	11.2	3.7	0.0	0.0	0.0	1.9	3.7	1.9	0.0	0.0	
AB	33	7	3	3	0	0	0	2	0	0	0	0	48
AB%	47.8	50.0	25.0	75.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	44.9
BA	36.0	7.0	9.0	1.0	0.0	0.0	0.0	0.0	4.0	2.0	0.0	0.0	59.0
BA%	52.2	50.0	75.0	25.0	0.0	0.0	0.0	0.0	100.0	100.0	0.0	0.0	55.1
Wed	76	8	6	3	0	0	1	2	9	3	0	0	108
(%)	70.4	7.4	5.6	2.8	0.0	0.0	0.9	1.9	8.3	2.8	0.0	0.0	
AB	40	5	1	3	0	0	0	1	2	0	0	0	52
AB%	52.6	62.5	16.7	100.0	0.0	0.0	0.0	50.0	22.2	0.0	0.0	0.0	48.1
BA	36.0	3.0	5.0	0.0	0.0	0.0	1.0	1.0	7.0	3.0	0.0	0.0	56.0
BA%	47.4	37.5	83.3	0.0	0.0	0.0	100.0	50.0	77.8	100.0	0.0	0.0	51.9

	1	2	3	4	5	6	7	8	9	10	11	12	Total
Thu	58	8	2	3	0	0	0	0	8	4	0	0	83
(%)	69.9	9.6	2.4	3.6	0.0	0.0	0.0	0.0	9.6	4.8	0.0	0.0	
AB	28	5	0	2	0	0	0	0	2	0	0	0	37
AB%	48.3	62.5	0.0	66.7	0.0	0.0	0.0	0.0	25.0	0.0	0.0	0.0	44.6
BA	30.0	3.0	2.0	1.0	0.0	0.0	0.0	0.0	6.0	4.0	0.0	0.0	46.0
BA%	51.7	37.5	100.0	33.3	0.0	0.0	0.0	0.0	75.0	100.0	0.0	0.0	55.4
Fri	55	12	7	3	1	1	0	1	12	4	0	0	96
(%)	57.3	12.5	7.3	3.1	1.0	1.0	0.0	1.0	12.5	4.2	0.0	0.0	
AB	31	6	3	3	0	0	0	1	3	0	0	0	47
AB%	56.4	50.0	42.9	100.0	0.0	0.0	0.0	100.0	25.0	0.0	0.0	0.0	49.0
BA	24.0	6.0	4.0	0.0	1.0	1.0	0.0	0.0	9.0	4.0	0.0	0.0	49.0
BA%	43.6	50.0	57.1	0.0	100.0	100.0	0.0	0.0	75.0	100.0	0.0	0.0	51.0
Sat	98	19	1	1	0	1	0	0	0	0	0	0	120
(%)	81.7	15.8	0.8	0.8	0.0	0.8	0.0	0.0	0.0	0.0	0.0	0.0	
AB	48	9	0	1	0	0	0	0	0	0	0	0	58
AB%	49.0	47.4	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	48.3
BA	50.0	10.0	1.0	0.0	0.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	62.0
BA%	51.0	52.6	100.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	51.7
Sun	87	24	1	0	0	0	1	0	2	0	0	0	115
(%)	75.7	20.9	0.9	0.0	0.0	0.0	0.9	0.0	1.7	0.0	0.0	0.0	
AB	41	13	0	0	0	0	0	0	1	0	0	0	55
AB%	47.1	54.2	0.0	0.0	0.0	0.0	0.0	0.0	50.0	0.0	0.0	0.0	47.8
BA	46.0	11.0	1.0	0.0	0.0	0.0	1.0	0.0	1.0	0.0	0.0	0.0	60.0
BA%	52.9	45.8	100.0	0.0	0.0	0.0	100.0	0.0	50.0	0.0	0.0	0.0	52.2

Average daily volume

Entire week

	1	2	3	4	5	6	7	8	9	10	11	12	Total
	73	15	5	2	0	0	0	1	6	2	0	0	104
(%)	70.1	14.0	4.7	2.2	0.1	0.3	0.3	0.7	5.6	1.9	0.0	0.0	
AB	37	8	1	2	0	0	0	1	1	0	0	0	49
AB%	50.5	52.0	23.5	87.5	0.0	0.0	0.0	80.0	22.0	0.0	0.0	0.0	47.5
BA	36.0	7.0	3.7	0.3	0.1	0.3	0.3	0.1	4.6	2.0	0.0	0.0	54.4
BA%	49.5	48.0	76.5	12.5	100.0	100.0	100.0	20.0	78.0	100.0	0.0	0.0	52.5

Weekdays

	65	12	6	3	0	0	0	1	8	3	0	0	98
(%)	66.0	12.0	6.5	3.1	0.2	0.2	0.2	1.0	7.9	2.9	0.0	0.0	
AB	34	6	2	3	0	0	0	1	2	0	0	0	46
AB%	51.9	52.5	25.0	86.7	0.0	0.0	0.0	80.0	20.5	0.0	0.0	0.0	47.3
BA	31.2	5.6	4.8	0.4	0.2	0.2	0.2	0.2	6.2	2.8	0.0	0.0	51.8
BA%	48.1	47.5	75.0	13.3	100.0	100.0	100.0	20.0	79.5	100.0	0.0	0.0	52.7

Weekend

	93	22	1	1	0	1	1	0	1	0	0	0	118
(%)	78.7	18.3	0.9	0.4	0.0	0.4	0.4	0.0	0.9	0.0	0.0	0.0	
AB	45	11	0	1	0	0	0	0	1	0	0	0	57
AB%	48.1	51.2	0.0	100.0	0.0	0.0	0.0	0.0	50.0	0.0	0.0	0.0	48.1
BA	48.0	10.5	1.0	0.0	0.0	0.5	0.5	0.0	0.5	0.0	0.0	0.0	61.0
BA%	51.9	48.8	100.0	0.0	0.0	100.0	100.0	0.0	50.0	0.0	0.0	0.0	51.9

Class Speed Matrix

Site: Buckland Road
Description: Buckland Road - Council Boundary
Filter time: 9.40am Tuesday, 2 July 2019 => 8.45am Tuesday, 23 July 2019
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

km/h	Class												Total	
	SV 1	SVT 2	TB2 3	TB3 4	T4 5	ART3 6	ART4 7	ART5 8	ART6 9	BD 10	DRT 11	TRT 12		
10- 20	1	1	0.0%
20- 30	1	.	1	2	0.1%
30- 40	7	1	8	0.4%
40- 50	25	3	1	.	.	.	29	1.4%
50- 60	94	25	2	5	.	.	.	2	6	9	.	.	143	6.8%
60- 70	342	86	17	7	5	4	2	4	38	9	.	.	514	24.6%
70- 80	578	86	54	12	4	5	2	2	40	3	.	.	786	37.6%
80- 90	372	40	29	2	2	.	1	1	7	.	.	.	454	21.7%
90-100	112	11	7	2	132	6.3%
100-110	19	1	2	22	1.1%
110-120	1	1	0.0%
120-130	0	0.0%
130-140	0	0.0%
140-150	0	0.0%
150-160	0	0.0%
Total	1552	253	112	28	11	9	5	9	92	21	0	0	2092	
	74.2%	12.1%	5.4%	1.3%	0.5%	0.4%	0.2%	0.4%	4.4%	1.0%	0.0%	0.0%		

Vehicles = 2092 **PUBLIC COPY**
Posted speed limit = 60 km/h, Exceeding = 1909 (91.25%), Mean Exceeding = 76.38 km/h
Maximum = 113.1 km/h, Minimum = 12.8 km/h, Mean = 74.4 km/h
85% Speed = 85.33 km/h, 95% Speed = 92.94 km/h, Median = 74.25 km/h
20 km/h Pace = 63 - 83, Number in Pace = 1384 (66.16%)
Variance = 123.75, Standard Deviation = 11.12 km/h

Speed Statistics by Hour

Site: Buckland Road
Description: Buckland Road - Council Boundary
Filter time: 9.40am Tuesday, 2 July 2019 => 8.45am Tuesday, 23 July 2019
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

Hour Bins (Partial days)

Time	Bin	Min	Max	Mean	Median	85%	95%	>PSL 60 km/h	
0000	2	0.1%	68.6	71.6	70.1	69.9	71.6	71.6	2 100.0%
0100	2	0.1%	63.7	71.1	67.4	67.2	71.1	71.1	2 100.0%
0200	6	0.3%	60.6	74.3	64.0	62.1	73.7	74.3	6 100.0%
0300	32	1.5%	57.1	84.8	70.7	68.7	79.8	82.7	30 93.8%
0400	14	0.7%	43.5	83.8	69.2	69.8	79.6	83.8	13 92.9%
0500	23	1.1%	59.6	105.4	84.7	85.0	94.3	103.5	22 95.7%
0600	95	4.5%	48.8	94.0	76.0	76.1	86.6	90.1	91 95.8%
0700	115	5.5%	41.4	106.6	76.8	76.0	88.7	98.7	112 97.4%
0800	125	6.0%	48.2	106.7	74.7	73.8	84.8	91.5	120 96.0%
0900	170	8.1%	42.5	101.5	75.0	75.0	84.9	90.3	164 96.5%
1000	194	9.3%	27.2	96.0	72.6	72.9	84.3	90.2	173 89.2%
1100	158	7.6%	44.6	105.4	75.6	74.6	87.3	94.0	147 93.0%
1200	146	7.0%	52.0	104.3	75.0	76.0	84.6	87.8	137 93.8%
1300	168	8.0%	26.1	98.3	74.8	75.1	86.3	91.9	156 92.9%
1400	156	7.5%	39.8	101.0	72.9	73.1	83.2	93.8	135 86.5%
1500	199	9.5%	12.8	113.1	74.6	76.0	86.4	95.6	168 84.4%
1600	178	8.5%	49.1	99.9	76.5	76.1	85.4	94.8	169 94.9%
1700	138	6.6%	52.7	102.3	72.8	71.4	84.8	91.7	127 92.0%
1800	65	3.1%	52.0	101.9	75.8	75.2	89.3	97.5	59 90.8%
1900	52	2.5%	38.9	102.3	70.3	68.7	83.1	96.3	44 84.6%
2000	26	1.2%	44.2	94.2	63.8	58.5	83.0	92.0	12 46.2%
2100	15	0.7%	37.3	106.0	66.4	60.7	85.0	106.0	9 60.0%
2200	8	0.4%	50.3	89.1	70.1	70.7	86.1	89.1	7 87.5%
2300	5	0.2%	56.5	80.8	71.3	66.4	80.8	80.8	4 80.0%
----	2092	100.0%	12.8	113.1	74.4	74.3	85.3	92.9	1909 91.3%

13. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)

13.1 Residential

Strategic Plan Reference 2.1.1

Increase the resident, rate-paying population in the municipality.

Nil.

13.2 Tourism

Strategic Plan Reference 2.2.1

Increase the number of tourists visiting and spending money in the municipality.

Nil.

13.3 Business

Strategic Plan Reference 2.3.1a, 2.3.1b & 2.3.1c

Increase the number and diversity of businesses in the Southern Midlands / Increase employment within the municipality / Increase Council revenue to facilitate business and development activities (social enterprise).

Nil.

13.4 Industry

Strategic Plan Reference 2.4.1 & 2.4.2

Retain and enhance the development of the rural sector as a key economic driver in the Southern Midlands / Increase access to irrigation water within the municipality.

Nil.

14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LANDSCAPES)

14.1 Heritage

Strategic Plan Reference 3.1.1, 3.1.2 & 3.1.3

Maintenance and restoration of significant public heritage assets / Act as an advocate for heritage and provide support to heritage property owners / Investigate document, understand and promote the heritage values of the Southern Midlands.

14.1.1 HERITAGE PROJECT PROGRAM REPORT

Author: MANAGER HERITAGE PROJECTS (BRAD WILLIAMS)

Date: 22 AUGUST 2019

ISSUE

Report from the Manager, Heritage Projects on various Southern Midlands Heritage Projects.

DETAIL

During the month, Southern Midlands Council Heritage Projects have included:

- All staff participated intensively in the final organisation/staging of the Heritage & Bullock Festival. From attending the ongoing logistics & media meetings to coordinating exhibitors, building use, performance, wallpaper display food/ beverage operators & social media.
- Applications are currently being assessed for the Heritage Collections, Exhibitions and Data Officer. Interviews are expected to be conducted early-mid September 2019.
- Meetings with Hunter Island Press, Rebekah Francis & Steve Lovegrove regarding Artist in Residence bookings. Rebekah late September, Steve early October & Hunter Island Press from October to March next year. Steve will combine his residency with the school holidays so he can offer a cyanotype photography workshop to kids over the holidays.
- Developing a whole day workshop for Hunter Island Press themed around Oatlands heritage.
- The deadline for expressions of interest for the use of the Oatlands Commissariat oven has been extended until August 31st 2019.
- Attending the Communities for Children Steering Committee to promote & report on the History & Heritage School Holiday program (and associated reviews of the program).
- Investigating the possibility of broadening the History & Heritage School Holiday Program to become a History & Heritage Youth Program that can be offered during term time to schools as fee for service program.
- Investigating the possibility of broadening the History & Heritage School Holiday Program to become a History & Heritage Youth Program that can be offered during term time to schools as a fee for service program.

- Working with the University of Tasmania and Tasmanian Historical Research Association on transcribing and researching the diary of a 40th Regiment soldier stationed at Oatlands during 1829.

RECOMMENDATION

THAT the Heritage Projects Report be received and the information noted.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

14.2 Natural

Strategic Plan Reference 3.2.1 & 3.2.2

Identify and protect areas that are of high conservation value / Encourage the adoption of best practice land care techniques.

14.2.1 LANDCARE UNIT – GENERAL REPORT

Author: NRM PROGRAMS MANAGER (MARIA WEEDING)

Date: 20 AUGUST 2019

ISSUE: Southern Midlands Landcare Unit Monthly Report.

DETAIL

- Helen Geard and Maria Weeding have done some maintenance work on the Dulverton Walking Track. This has involved replacement of a few plants, control / removal of weeds around the younger plants, removal of bags and stakes from the older established plants, and a rubbish clean up around the Andover Road to Parattah section of the track.
- Helen Gard analysed the road counter data and provided a traffic report to the Works Department in relation to Buckland Road.
- Maria Weeding, Helen Geard and the Works Department Supervisor took a series of surface levels readings at the Kempton Memorial Hall. This is to confirm what could be possible in terms of drainage and final finish surfaces should the area out the front of the building be changed (as a result of the Streetscape Group and community outcomes).
- Maria Weeding and Helen Geard have spent time looking in detail at the water levels in the front section of Lake Dulverton. The current water flow (winter season take) from the Tas Irrigation line will conclude on 30th September 2019.
- Helen Geard has been busy with Drum Muster and issues around the collection of the chemical containers at Councils tip sites, given that SKM is now in receivership. Veolia, the drum transport company are hoping that a local Tasmanian company will be able to process the drums in the near future and the Council should know more in the next 2 to 3 weeks.
- Maria Weeding has been away on annual leave for one week.
- The Weeds Officer, Jen Milne, has been busy (a report follows).

WEEDS REPORT:

Site visits

- 2 x Boneseed Bagdad. Seedlings removed- previously treated sites.
- Also removed 6 seedlings from roadsides.
- Pampas locations from 2018 revisited in Dysart and Mt Seymour. Two sites pampas still present, letter sent to landowners.

Emerging weed issues

- Weed contractor found a new location of roadside serrated tussock, Eldon Road. Has been removed and appears an isolated plant. Adjoining properties will be inspected.

Funding

- Weed Action Fund grant submitted in conjunction with the Woodbury Farmers Group, focus on cotton thistle management.

Meeting

- Meeting with Broadmarsh farmers to discuss weed workshop.
- Weed workshop to be held at Broadmarsh Hall on Thursday 29th August 2019 at 7pm. Particular focus on Patterson's curse control in the area.

RECOMMENDATION

THAT the Landcare Unit Report be received and the information noted.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

14.3 Cultural

Strategic Plan Reference 3.3.1

Ensure that the cultural diversity of the Southern Midlands is maximised.

Nil.

14.4 Regulatory (Other than Planning Authority Agenda Items)

Strategic Plan Reference 3.4.1

A regulatory environment that is supportive of and enables appropriate development.

Nil.

14.5 Climate Change

Strategic Plan Reference 3.5.1

Implement strategies to address issues of climate change in relation to its impact on Councils corporate functions and on the Community.

Nil.

15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LIFESTYLE)

15.1 Community Health and Wellbeing

Strategic Plan Reference 4.1.1

Support and improve the independence, health and wellbeing of the Community.

Nil.

15.2 Youth

Strategic Plan Reference 4.2.1

Increase the retention of young people in the municipality.

Nil.

15.3 Seniors

Strategic Plan Reference 4.3.1

Improve the ability of the seniors to stay in their communities.

Nil.

15.4 Children and Families

Strategic Plan Reference 4.4.1

Ensure that appropriate childcare services as well as other family related services are facilitated within the Community.

Nil.

15.5 Volunteers

Strategic Plan Reference 4.5.1

Encourage community members to volunteer.

Nil.

15.6 Access

Strategic Plan Reference 4.6.1a & 4.6.1b

Continue to explore transport options for the Southern Midlands Community / Continue to meet the requirements of the Disability Discrimination Act (DDA).

Nil.

15.7 Public Health

Strategic Plan Reference 4.7.1

Monitor and maintain a safe and healthy public environment.

Nil.

15.8 Recreation

Strategic Plan Reference 4.8.1

Provide a range of recreational activities and services that meet the reasonable needs of the Community.

15.8.1 FLOUR MILL PARK, CAMPANIA - RENEWAL OF LEASE (EDUCATION DEPARTMENT)

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 6 AUGUST 2019

Enclosure(s):

Lease Annexure A - Plan

ISSUE

Council to consider and approve renewal of the Lease between the Education Department and the Southern Midlands Council relating to Flour Mill Park, Campania.

BACKGROUND

The initial Lease between the Education Department and the Southern Midlands Council was for a period of 21 years. It expired in 2008.

The leased area adjoins the two Titles which form part of the Campania Hall Property (PID 7472158) which includes the Hall; Tennis Court and the balance of Flour Mill Park (i.e. along the rear area of the Lease) – refer attached Plan – area outlined in green.

The leased area, part of PID 5892183, covers the area surrounding the Education Department building (i.e. Old Mill building) which is excluded from the Lease. The sealed car park; public toilet building; barbecue pergola and barbecue; picnic tables; outdoor exercise equipment; children's play equipment; Sculpture/.statue and the balance of the park area is included in the Lease.

Whilst there has been past endeavours to renew the Lease, due to various reasons a revised draft has never been prepared for execution.

DETAIL

It is proposed that the Lease be backdated to commence on 1st January 2019 and be for a period of ten (10) years. The amount of rent is \$1.00 per annum (if demanded).

The terms and conditions of the new Lease are basically identical to the existing Lease, with the exception:

- a) that the definition of 'Permitted Use' has been amended to include the monthly Campania Farmers Market; and
- b) 'Annexure B – Improvements' has been updated to include all the infrastructure that is now within the leased area.

All other terms and conditions imposed on the Lessee (i.e. Council) are consistent with the previous Lease.

Human Resources & Financial Implications – No change to current circumstances.

Community Consultation & Public Relations Implications – Positive.

Policy Implications – N/A

Priority - Implementation Time Frame – The renewed Lease is to commence from 1st January 2019.

RECOMMENDATION

THAT:

- a) The information be received; and
- b) Council approve entering into a new Lease of Flour Mill Park, Campania (part of PID 5892183) with the Education Department which is to commence on 1st January 2019 and extend for an initial period of ten (10) years.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

ENCLOSURE
Agenda Item 15.8.1

Annexure A - Plan

 **LEASED AREA**



15.9 Animals

Strategic Plan Reference 4.9.1

Create an environment where animals are treated with respect and do not create a nuisance for the Community.

Nil.

15.10 Education

Strategic Plan Reference 4.10.1

Increase the educational and employment opportunities available within the Southern Midlands.

Nil.

16. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY)

16.1 Capacity

Strategic Plan Reference 5.1.1 & 5.1.2

Build the capacity of the community to help itself and embrace the framework and strategies articulated through social inclusion to achieve sustainability / Maintain and strengthen communities in the Southern Midlands.

Nil.

16.2 Safety

Strategic Plan Reference 5.2.1

Increase the level of safety of the community and those visiting or passing through the municipality.

Nil.

16.3 Consultation & Communication

Strategic Plan Reference 5.3.1

Improve the effectiveness of consultation and communication with the community.

Nil.

17. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)

17.1 Improvement

Strategic Plan Reference(s) 6.1.1, 6.1.2, 6.1.3, 6.1.4 & 6.1.5

Improve the level of responsiveness to Community needs / Improve communication within Council / Improve the accuracy, comprehensiveness and user friendliness of the Council asset management system / Increase the effectiveness, efficiency and use-ability of Council IT systems / Develop an overall Continuous Improvement Strategy and framework.

Nil.

17.2 Sustainability

Strategic Plan Reference(s) 6.2.1, 6.2.2, 6.2.3, 6.2.4, 6.2.5, 6.2.6, 6.2.7 & 6.2.8

Retain corporate and operational knowledge within Council / Provide a safe and healthy working environment / Ensure that staff and elected members have the training and skills they need to undertake their roles / Increase the cost effectiveness of Council operations through resource sharing with other organisations / Continue to manage and improve the level of statutory compliance of Council operations / Ensure that suitably qualified and sufficient staff are available to meet the Communities need / Work co-operatively with State and Regional organisations / Minimise Councils exposure to risk.

17.2.1 LOCAL GOVERNMENT SHARED SERVICES UPDATE (STANDING ITEM – INFORMATION ONLY)

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 22 AUGUST 2019

Enclosure(s):

Local Government Shared Services Update – July 2019

Local Government Shared Services – Council Update – July 2019

ISSUE

To inform Council of the Common Services Joint Venture activities for the month of July 2019.

BACKGROUND

There are seven existing members of the Common Services Joint Venture Agreement, with two other Council's participating as non-members.

Members: Brighton, Central Highlands, Glenorchy, Huon Valley, Sorell, Southern Midlands and Tasman.

DETAIL

Refer to the enclosed 'Local Government Shared Services – Council Update'.

Human Resources & Financial Implications – Refer comment provided in the update.

Councillors will note that the Southern Midlands Council provided 150 hours of service to other Councils and received 13 hours of services from other Councils during the month.

Details of services provided are included in the enclosures.

Community Consultation & Public Relations Implications – Nil

Policy Implications – N/A

Priority - Implementation Time Frame – Ongoing.

RECOMMENDATION

THAT the information be received.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

ENCLOSURE
Agenda Item 17.2.1

Local Government Shared Services - Council Update

Council

Southern Midlands

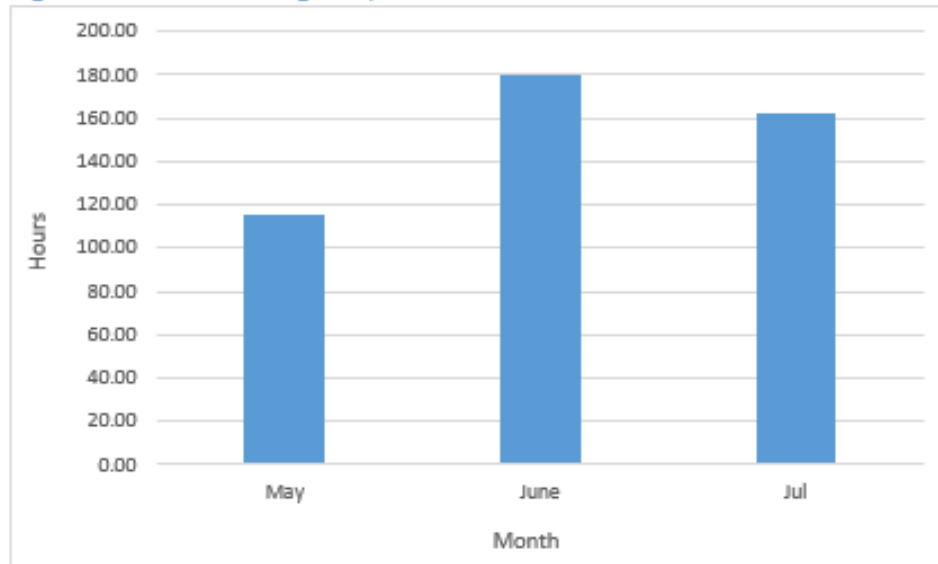
Shared Service Participation in July 2019

163 hours

Summary

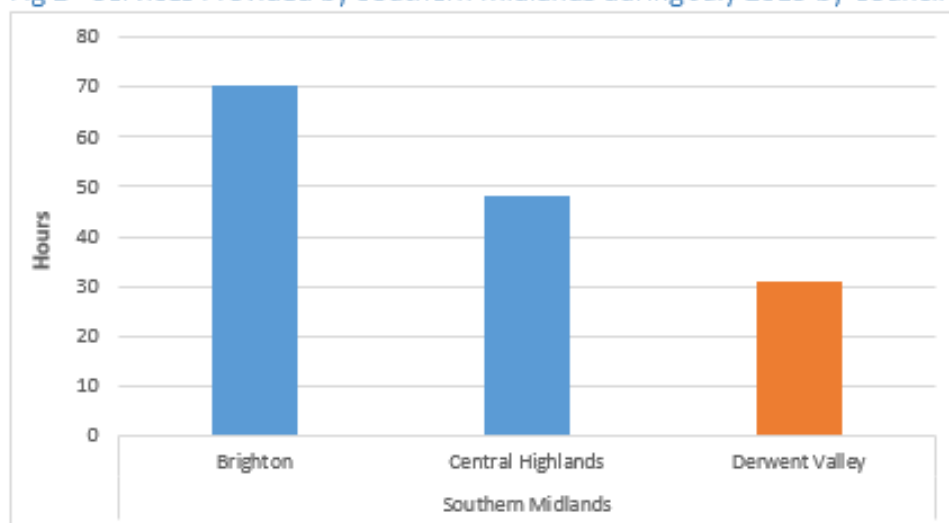
In July 2019, 163 hours of shared services were exchanged by the Southern Midlands Council. From this total, Southern Midlands provided 150 hours to other Councils and received 13 hours of services from other Councils. Total hours of exchange decreased by 10% when compared to June 2019 (180) and were above the three-month average of 153 hours per month.

Fig 1 – Services Exchanged by Southern Midlands Council in Recent Months



Services Provided by Southern Midlands Council

Fig 2 - Services Provided by Southern Midlands during July 2019 by Council



* Council is not currently a member of LG Shared Services

Fig 3 - Services Provided by Southern Midlands during July 2019 by Service Category

Southern Midlands	150	Summary of Services Provided
Brighton	71	
Permit Authority	71	Permit Authority - Plumbing
Central Highlands	48	
Planning	48	Regulatory and Strategic Planning
Derwent Valley	31	
Asset Management	4	DA Assessment Distillery
Permit Authority	27	Permit Authority - Plumbing

* Council is not currently a member of LG Shared Services

Services Received by Southern Midlands Council

Fig 4 - Services Received by Southern Midlands during July 2019 by Council

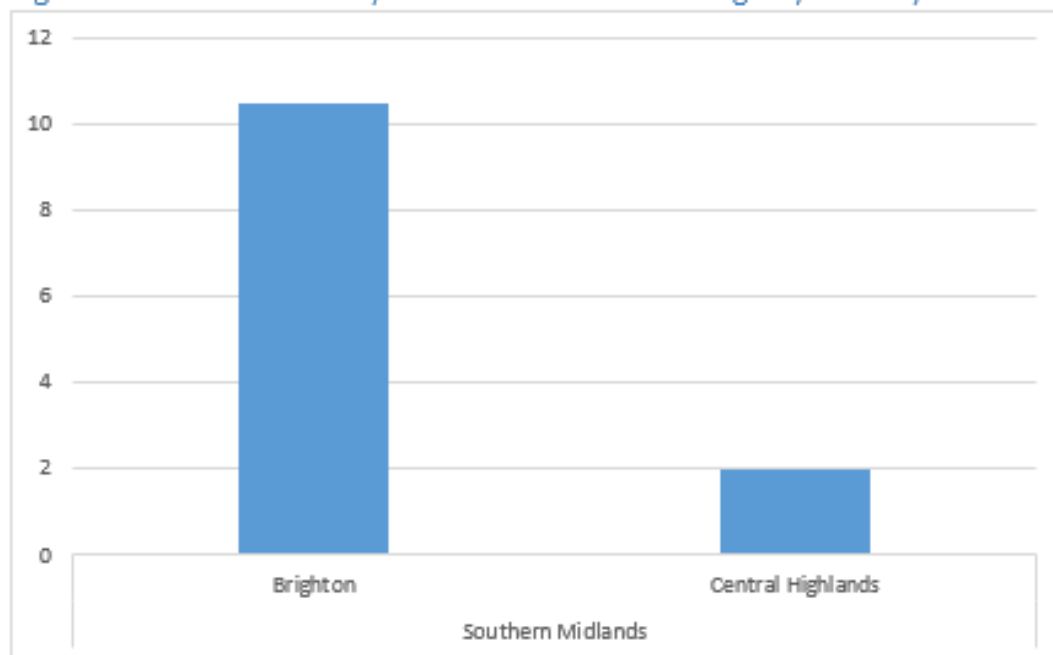


Fig 5 - Services Received by Southern Midlands during July 2019 by Service Category

Southern Midlands	13	Summary of Services Received
Brighton	11	
Development Engineering	11	Development Engineering
Central Highlands	2	
Works Services	2	Online Contractor Inductions

Cost Benefits Achieved by Southern Midlands and Other Councils

163 hours of Shared Services were exchanged by Southern Midlands Council last month. Analysis of Shared services provision has indicated that both the Provider Council and the Client Council save money through the exchange of Shared services at an approximate ratio of 50%.

In the month of July, it is estimated, Council have achieved a net benefit of approximately \$5,000. This was a result of increasing the utilisation of its current staff to earn additional revenue from providing services to other Councils, and from utilising Shared services from within Local Government as opposed to external consultants (on average LG Shared Services rates can be procured at significant discount to external consultant fees).

It is estimated that Southern Midlands Council's direct involvement in Shared services saved participating Councils (including Southern Midlands Council) approximately \$10,500 for the month of July.

LG Shared Services Update

July 2019

Summary of Recent Shared Services Activity

689 hours of Shared Services were exchanged between Councils in July 2019, which is an increase of 1% when compared to hours exchanged in June 2019 (684 hours) but is below the three-month average of 703 hours per month.

Fig 1 - Shared Service Exchange Hours in Recent Months

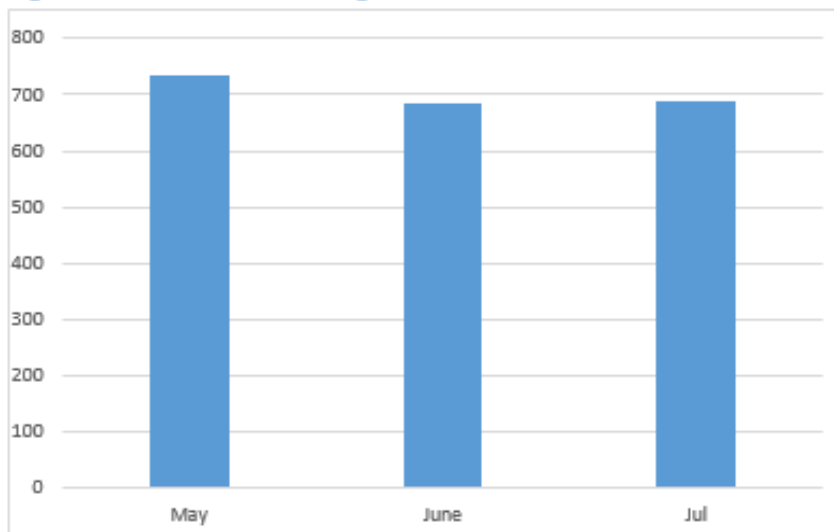
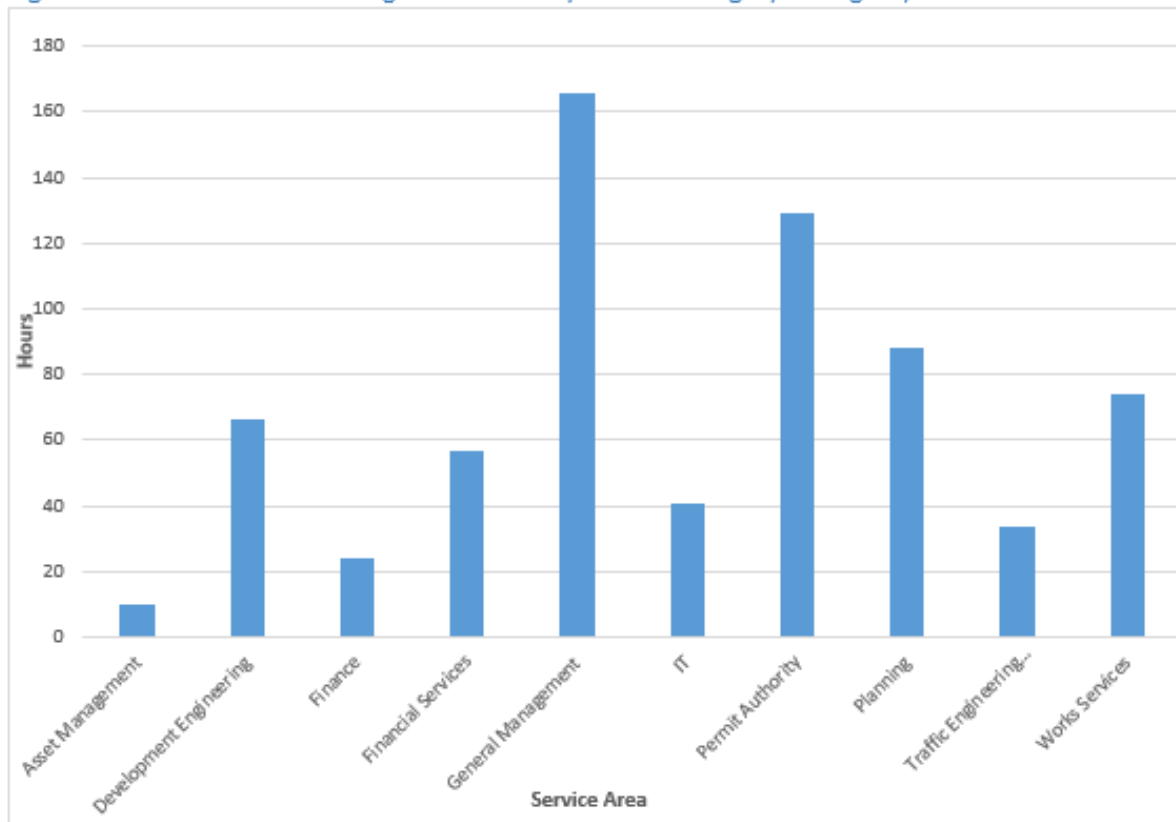


Fig 2 - Details of Current Exchange of Services by Council during July 2019

Provider Council	Client / Organisation							
	Brighton	Central Highlands	Derwent Valley	GSB	Glenorchy	Sorell	Southern Midlands	Tasman
Brighton			8.5	53.5	33.8	2	10.5	326
Central Highlands	2					2	2	2
GSB								
Glenorchy								
Huon Valley								
Litchfield								
West Arnhem Regional								
Sorell				38				59
Southern Midlands	71	48.3	30.8					
Tasman								

* Council/Organisation not currently a member of the Shared Services Joint Venture Agreement

Fig 3 - Details of Current Exchange of Services by Service Category during July 2019



Savings to Local Government

A total of 689 hours of shared services were exchanged between Councils last month. Analysis of Shared Services provision has indicated that both the Provider Council and the Client Council save money through the exchange of Shared Services at an approximate ratio of 50%.

Due to this, it is estimated that the provision of shared services between Councils saved participating Councils and Local Government as a whole \$46,000 for the month of July. This was a result of increasing the utilisation of current Council Staff at Councils providing services and from Client Councils utilising Shared services from within Local Government as opposed to external consultants (on average LG Shared Services rates can be procured at significant discount to external consultant fees).

17.2.2 CORPORATE CREDIT CARD POLICY

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 23 AUGUST 2019

Enclosure(s):

Draft Corporate Credit Card Policy

ISSUE

Council to consider the draft 'Corporate Credit Card Policy'.

BACKGROUND

The Local Government Association of Tasmania (LGAT) has prepared a 'Model Credit Card Policy for Local Government in Tasmania'. The model Policy includes feedback and endorsement from the Tasmanian Audit Office (TAO). Feedback was also sought from the Local Government Division and this has been incorporated.

DETAIL

The Model Policy has been amended to reflect the Southern Midlands Council's circumstances and was referred to the Audit Panel for review.

The Audit Panel has recommended to Council that the Corporate Credit Card Policy is in a form suitable for adoption by Council.

Human Resources & Financial Implications – review of existing policies.

Community Consultation & Public Relations Implications – refer detail provided.

Policy Implications – Policy position.

Priority - Implementation Time Frame – Immediate.

RECOMMENDATION

THAT Council:

- 1. Receive and note the report; and**
- 2. Consider the draft Corporate Credit Card Policy for adoption at the September 2019 Council meeting.**

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

ENCLOSURE
 Agenda Item 17.2.3



Council Policy
CORPORATE CREDIT CARD POLICY

Approved by: Council DRAFT
 Approved date:
 Review date:

1. Policy Statement	2
1.1 Scope	2
1.2 Purpose	2
1.3 Purchasing Principles	2
1.4 Preferred Purchasing Methods	2
1.5 Related Policies – Essential Reading	3
1.6 Policy Review and Update Cycle	3
2. Control of Credit Cards – For Authorisers	4
2.1 Risk Management Strategy	4
2.2 Authorisers.....	4
2.3 Allocation and Issue of Credit Cards and Credit Limits	5
2.3.1 <i>Allocating Credit Cards</i>	5
2.3.2 <i>Issuing Credit Cards</i>	5
2.3.3 <i>The General Manager’s Credit Card</i>	5
2.3.4 <i>Setting Limits and Controls on Credit Cards</i>	5
2.4 Review of Credit Card Allocation and Credit Limits	6
2.5 Top-Ups to Monthly Credit – Deciding Applications	6
2.6 Breach of Policy or Misuse	7
3. Statement Reconciliation and Acquittal Process – Cardholders and Authorisers	8
4. Use of Credit Cards – For Cardholders	9
4.1 General Use.....	9
4.1.1 <i>Cardholder Responsibility and Liability</i>	9
4.1.2 <i>Non-Cardholder Use</i>	9
4.1.3 <i>Receipts and Documentation for Every Purchase</i>	9
4.1.4 <i>Applying for a Monthly Credit Top-Up (Cardholders)</i>	10
4.1.5 <i>Lost, Stolen or Damaged Cards</i>	10
4.1.6 <i>Return of Cards</i>	10
4.2 Permitted Transactions.....	11
4.2.1 <i>Travel Expenses</i>	11
4.3 Discretionary Transactions Requiring Authorisation	11
4.3.1 <i>Entertainment Expenses</i>	11
4.3.2 <i>Gifts</i>	11
4.3.3 <i>Fuel</i>	12
4.4 Prohibited Use and Transactions.....	12
4.4.1 <i>Cash Advances / Withdrawals</i>	12
4.4.2 <i>Refunds</i>	12
4.4.3 <i>Purchases of a private or personal nature</i>	12
4.4.4 <i>Fines</i>	12
4.4.5 <i>Alternative Online Payment Methods and Storing Credit Card Details</i>	12
CARDHOLDER DECLARATION	13
Schedule 1 - ALLOCATION OF CREDIT CARDS AND CREDIT LIMITS	14



Council Policy
CORPORATE CREDIT CARD POLICY

Approved by:
Approved date:
Review date:

Council DRAFT

1. Policy Statement

1.1 Scope

Corporate credit cards are recognised as an efficient and flexible method of paying for goods and services in the public sector. They offer a convenient and highly traceable payment option, particularly for low value, day-to-day transactions, and can substantially improve purchasing efficiency by reducing administrative costs.

However, any transaction method holds the potential for misuse and the convenience and flexibility of credit cards can be a vulnerability. Therefore, sound policies and protocols for use and control must be established to take advantage of the improved purchasing efficiency while minimising the opportunity and impact of misuse of funds.

The policy is intended to apply to credit cards, as well as any other similar type of corporate or organisational purchasing card. In this policy, the term "credit card" is used to refer to any purchasing card, including credit, debit, EFTPOS and similar bank cards issued by Council and used for purchasing on behalf of Council. The key features of an account to which this policy applies are:

- (1) Purchasing responsibility on the account holder; and
- (2) A bank card for making purchases utilising Council finances; and
- (3) A periodic transaction statement cycle.

1.2 Purpose

The purpose of this policy is to provide guidance on how Council corporate credit cards are to be allocated, used and administered to ensure that they assist in efficient delivery of local government services while minimising the potential for misuse and fraud.

1.3 Purchasing Principles

Cardholders must conform to sound principles of purchasing when using a Council credit card. These principles are detailed in Council's Purchasing Policy.

1.4 Preferred Purchasing Methods

In using a Council credit card, Cardholders must consider the alternative purchasing methods available, such as purchase orders and purchase contracts.

Credit cards are appropriate for purchasing in the following typical situations:

- (1) Smaller purchase amounts, typically below \$1,000;
- (2) Invoices for approved goods or services requiring immediate or out-of-cycle payment, when payment has been authorised;
- (3) Where purchase orders:
 - (a) are impossible or unworkable (such as internet purchases of approved goods or services);
or



Council Policy
CORPORATE CREDIT CARD POLICY

Approved by: Council DRAFT
 Approved date:
 Review date:

- (b) would take too long, unreasonably impact operational efficiency or result in missed opportunity, for example, if a PO would incur significant and unreasonable additional costs (either to Council or the supplier) relative to the cost of the goods or services being procured;
- (4) Where payment by credit card has been formally authorised, such as emergency situations; or
- (5) For purchases that cannot be made in the office, such as work-related travel expenses generated while traveling, or field work expenses requiring payment in the field.

Purchase orders or purchase contracts are preferred in the following typical situations:

- (1) For invoices not requiring urgent or immediate payment, such as invoices with a future due date;
- (2) Larger purchase amounts, typically of \$1,000 or more; or
- (3) Purchases requiring agreement between parties on terms (of service, engagement or sale).

Cardholders operate with some discretion, but must justify their purchasing decisions, including the purchasing method chosen. Seek guidance or written instruction from your General Manager or financial executives if you are in doubt.

1.5 Related Policies – Essential Reading

Understanding and complying with this policy relies on understanding and complying with several other related Council policies, including:

- Goods and Services Purchasing Policy;
- Donations & Community Support Policy;
- Payment of Councillors Expenses & Provision of Facilities Policy.

All Council purchasing, including with a Council credit card, must be undertaken in compliance with these related policies.

1.6 Policy Review and Update Cycle

This policy is to be reviewed every two years. Credit card allocation and credit limits are to be reviewed at the same time as the policy review, as well as those time specified in section 0.

Document Control

Policy Name	Credit Card Policy
First issued/approved	September 2014
Source of approval/authority	Council
Last reviewed	May 2019
Next review date	2 years
Version number	2.0
Responsible Officer	General Manager
Dept responsible for policy	General Manager's Unit
Related policies	<ul style="list-style-type: none"> • Goods and Services Purchasing Policy • Donations & Community Support Policy • Payment of Councillors Expenses & Provision of Facilities Policy
Publication of policy	Website



Council Policy
CORPORATE CREDIT CARD POLICY

Approved by: Council DRAFT
Approved date:
Review date:

2. Control of Credit Cards – For Authorisers

2.1 Risk Management Strategy

Each active credit card represents a risk of accidental or intentional misuse of public funds and each credit limit amount is the extent of that risk. To minimise risks associated with credit cards, Council must:

- (1) Allocate credit cards according to an organisation-wide strategy, and avoid allocating on an ad hoc or individual basis; and
- (2) Only issue cards to organisational roles where the operational benefits of efficient purchasing outweigh the increase in risk; and
- (3) Maintain control on the total number of credit cards issued and their combined purchasing potential (or credit limit) at any one time; and
- (4) Control the credit available on each card to an appropriate amount required to facilitate efficient purchasing for each role, considering the alternative payment options available; and
- (5) Ensure Cardholders and Authorisers adhere to the procedures and responsibilities set out by the policy by placing the onus of evidence for each purchase upon the Cardholder.

2.2 Authorisers

Authorisers have a key role in the control of credit cards, managing purchasing risk and maintaining compliance with this policy. Authorisers:

- (1) May authorise or decline the issuing of credit cards to a Cardholder;
- (2) May authorise or decline applications for the top-up of funds to monthly credit limits;
- (3) May authorise or decline discretionary transactions, such as entertainment or gifts in accordance with this policy;
- (4) May direct a Cardholder to reimburse Council for transactions deemed not to be in accordance with this policy;
- (5) May or may not be allocated a credit card; and
- (6) If they are allocated a credit card, **may not** authorise their own purchases, top-ups, or issuing their own credit card.

The following roles are Authorisers for the purpose of this policy:

- General Manager
- Deputy General Manager
- Manager, Corporate Services



Council Policy
CORPORATE CREDIT CARD POLICY

Approved by: Council DRAFT
Approved date:
Review date:

2.3 Allocation and Issue of Credit Cards and Credit Limits

Credit cards are allocated and issued according to the rules in the following sections.

2.3.1 Allocating Credit Cards

- (1) SCHEDULE lists the roles that, at the absolute discretion of the Authorisers, may potentially be issued with a credit card and the maximum credit limit for each role.
- (2) The General Manager and Manager, Corporate Services must authorise the allocation table.
- (3) Council credit cards are allocated to people in roles that require them. Credit cards may not be applied for. Contact your supervisor if you believe your role requires a credit card or a different credit limit. Your supervisor may choose whether or not to request a review of Table 1. Credit Card Allocation Table to include your role or change the credit limit available to your role.
- (4) A credit card will not be allocated to Councillors.
- (5) A credit card may be issued to the Mayor if the operational benefits to Council of efficient purchasing sufficiently outweigh the administrative cost of managing an additional card.

2.3.2 Issuing Credit Cards

- (1) The issue of each credit card must be authorised by an Authoriser and recorded.
- (2) An Authoriser cannot authorise the issue of their own credit card.
- (3) A person in a role that is allocated a credit card is not obliged to hold one.

2.3.3 The General Manager's Credit Card

- (1) The General Manager is allocated a card, if they choose to hold one.
- (2) The credit limit for the General Manager is determined by Council approval, including subsequent adjustments.
- (3) All statement reconciliations and credit limit top-ups for the General Manager's credit card are reviewed by the Mayor (who is not an Authoriser) and authorised by the Manager, Corporate Services who is an Authoriser.

2.3.4 Setting Limits and Controls on Credit Cards

- (1) The maximum number of cards that Council will allow to be active at any one time is three. This is based on Council needs and acceptable risk.
- (2) The maximum total credit limit of all cards is to be no more than \$15,000. This is based on needs, acceptable risk and budget requirements.
- (3) Monthly credit limits will be set to the lowest amount required by the Cardholder to conveniently execute their role, considering budget constraints, the role of top-ups, and the alternative payment methods available.
- (4) Limits on individual transactions may be set.



Council Policy
CORPORATE CREDIT CARD POLICY

Approved by: Council DRAFT
Approved date:
Review date:

2.4 Review of Credit Card Allocation and Credit Limits

The allocation of each credit card and their credit limits detailed in **SCHEDULE** is to be set according to operational requirements and authorised by the General Manager and Manager, Corporate Services. Only the General Manager's credit limit requires Council approval; all other roles and limits are set according to Council operational requirements, as determined by the General Manager and Manager, Corporate Services.

Table 1. Credit Card Allocation Table will be periodically reviewed every two years, as a minimum, in conjunction with the policy update cycle. The aim of each review is to ensure that credit card allocation and limits are facilitating efficient purchasing and delivery of Council's services while effectively managing purchasing risk. Unnecessary or insufficiently justified cards should be withdrawn and destroyed. Credit limits should be adjusted to the lowest monthly amount needed to facilitate efficient purchasing, as evidenced by purchasing history and adherence to this policy.

In addition to the periodic review, Table 1. Credit Card Allocation Table is recommended to be reviewed if:

- (1) Requests are received to add or remove roles from the Credit Card Allocation Table, or alter individual credit limits;
- (2) Proposed changes to the Credit Card Allocation Table require changes to the maximum number of credit cards or the maximum total credit limit;
- (3) A Cardholder terminates employment or returns their card;
- (4) A card is lost or stolen or the subject of fraud or identity theft;
- (5) A significant breach of the policy (under section 0) occurs; or
- (6) Significant reorganisation of Council roles is undertaken.

Where the operational benefits to Council of a role holding a credit card no longer outweigh the increase in risk of the extra card, the credit card should be returned and cancelled.

- The last review of credit cards and limits was: May 2019
- The next review of credit cards and limit is: May 2021

2.5 Top-Ups to Monthly Credit – Deciding Applications

A Cardholder may apply for a top-up of funds to the monthly credit. Top-up applications are decided according to the following procedure:

- (1) A top-up requires the following approval:
 - (a) An Authoriser, or any person, cannot authorise top-ups for their own credit card.
 - (b) Top-ups of the General Manager's credit card account are always reviewed by the Mayor (who is not an Authoriser) and authorised by the Manager, Corporate Services who is an Authoriser.
 - (c) Top ups of the Manager, Corporate Services credit card are authorised by the General Manager and another Authoriser.
 - (d) Top ups of all other Cardholders are authorised by the General Manager and one other Authoriser



Council Policy
CORPORATE CREDIT CARD POLICY

Approved by: Council DRAFT
Approved date:
Review date:

- (2) Authorisers review the Cardholder's purchasing and top-up history for adherence to this policy and justification of purchases.
- (3) For any given month, the total top-up amount for an account should generally not exceed 50% of the monthly credit limit.

2.6 Breach of Policy or Misuse

Any breaches of this policy by any Cardholder, Authoriser, staff or elected member, depending on the nature and extent of the breach, may result in:

- (1) Counselling and retraining in the policy and requirements;
- (2) Reimbursement of costs;
- (3) Cancellation of card;
- (4) Disciplinary action in accordance with Councils' **Disciplinary Policy**; or
- (5) Referral to police or civil proceedings.

If you become aware of policy breaches or misuse, report them immediately to an Authoriser. Policy breaches or misuse should also be reported to Council and credit card allocation should be reviewed.



Council Policy
CORPORATE CREDIT CARD POLICY

Approved by: Council DRAFT
Approved date:
Review date:

3. Statement Reconciliation and Acquittal Process – Cardholders and Authorisers

The purpose of the Statement Reconciliation and Acquittal Process is to ensure that:

- Cardholders justify and prove every purchasing decision to Council; and
- Council is able to justify and validate its endorsement and validation of Cardholders' purchasing decisions to auditors, investigators and the public.

On receipt of the account transaction statement each month, the statement will be reconciled according to the following process:

- (1) The Cardholder must collate all purchase evidence (including tax invoices with purchase purpose or signed purchase statement) with all written approvals for discretionary purchases or top-ups and provide them to a Council financial officer who is delegated to reconcile the account statement.
- (2) A delegated Council financial officer will:
 - (a) Reconcile transactions individually against the supporting documentation and the requirements of this policy; and
 - (b) Question with the Cardholder any transactions:
 - (i) without supporting documentation;
 - (ii) that may be in conflict with this policy;
 - (iii) that appear suspicious, unauthorised, excessive or of unknown purpose.
 - (c) If there are any outstanding transactions that cannot be adequately explained or reconciled with this policy, the officer must report these to the Manager, Corporate Services for further investigation and appropriate action.
- (3) Any breaches of this policy will be dealt with according to risk and severity of the breach in accordance with section 0 2.6 Breach of Policy or **Misuse**.
- (4) If all transactions are supported by adequate documentation and purchases appear to be in accordance with this policy with no suspicious activity:
 - (a) The cardholder will sign the account statement to confirm the purchases; and
 - (b) For the General Manager's credit card, the Mayor will review the statement and sign to confirm purchases are in accordance with this policy; and
 - (c) The Manager, Corporate Services signs the statement to approve for payment.
- (5) Full statement reconciliation, acquittal and approval for payment must be completed before payment is due or within four (4) weeks of receiving the statement.



Council Policy
CORPORATE CREDIT CARD POLICY

Approved by: Council DRAFT
Approved date:
Review date:

4. Use of Credit Cards – For Cardholders

4.1 General Use

4.1.1 Cardholder Responsibility and Liability

As a Cardholder, you are responsible for the safe custody and security of the card and account and liable for any misuse and associated costs. You are responsible for resolving use and transaction disputes and ensuring that use of the card is ethical and strictly in accordance with this policy.

Credit cards are provided strictly for business-related purchasing only. Cardholders must be able to justify and prove their purchasing decisions to Council in a manner that allows Council to be able to justify and validate their endorsement of purchasing decisions to auditors, investigators, and the public. Always follow this policy and seek guidance from an Authoriser if in doubt.

Cardholders must comply with any terms and conditions of use provided by the card issuer and should follow the guidelines and recommendations of the issuing institution.

4.1.2 Non-Cardholder Use

Only the designated Cardholder may use the credit card. You must not let any other person use your credit card or account or record or share your credit card number, including other Council staff or elected members.

Where for an approved purchase in compliance with this policy, you may use your credit card to purchase work-related items on behalf of another Council staff or elected member, provided you are satisfied the expense is appropriate and approved in accordance with this policy. If you choose to do so, the purchase must always be made, documented and justified by the Cardholder in accordance with this policy.

4.1.3 Receipts and Documentation for Every Purchase

You must obtain a valid tax invoice for all credit card purchases and note the purpose of the purchase.

A valid tax invoice must provide sufficient information to demonstrate that the document is intended to be a tax invoice and include the following¹:

- (1) The seller's identity;
- (2) The seller's Australian Business Number (ABN);
- (3) The date the invoice was issued;
- (4) A brief description of the items sold, including the quantity (if applicable) and the price;
- (5) The GST (goods and services tax) amount payable (if any) – this can be shown separately or, if the GST amount is exactly one-eleventh of the total price, as a statement such as 'Total price includes GST'; and
- (6) Purchases over \$1000 must also show the buyer's identity or ABN (in addition to the seller's details).

¹ ATO tax invoice requirements: <https://www.ato.gov.au/Business/GST/Issuing-tax-invoices/>



Council Policy
CORPORATE CREDIT CARD POLICY

Approved by: Council DRAFT
Approved date:
Review date:

You should make every attempt to obtain valid original documents in support of transactions. Council cannot claim the GST credit for purchases over \$75 without a valid tax invoice², so it is always important your purchases have original documentation. Contact vendors for original tax invoices if necessary.

In the absence of a valid tax invoice or original receipt, you must provide sufficient information regarding the transaction to satisfy an Authoriser that the purchase is a valid work-related purchase that complies with this policy. The supporting information should include details of the transaction purpose, date, time, amount, vendor name and ABN, and your signature.

If you make a transaction of over \$100 and fail to retain a valid tax invoice for it, you must complete and sign a statutory declaration³ that includes all the required supporting information to justify the purchase, including the transaction purpose, date, time, amount, vendor name and ABN.

Cardholders are liable for the cost of transactions that cannot be verified to be in compliance with this policy. Repeated purchases without original supporting documentation (valid tax invoice), requiring the Cardholder's explanation, or a statutory declaration are a purchasing risk to Council and may result in a credit card being revoked or disciplinary action in accordance with 0 2.6 **Breach of Policy or Misuse.**

4.1.4 Applying for a Monthly Credit Top-Up (Cardholders)

A Cardholder may apply for a top-up to the monthly credit. An application can be made as a written request to an Authoriser, detailing the following:

- (1) The top-up amount requested (top-ups, if approved, will usually not be greater than 50% of the monthly credit limit);
- (2) The account balance and monthly credit limit;
- (3) Reasons for exceeding the monthly limit; and
- (4) Forthcoming purchases expected and amounts to justify the need for a top-up.

4.1.5 Lost, Stolen or Damaged Cards

If your Council credit card is lost or stolen, you must immediately contact the issuing institution to report the lost or stolen card. Follow the advice of the institution and then advise an Authoriser at the earliest opportunity.

Damaged cards can be reported to Council's financial management team for a replacement card to be arranged.

4.1.6 Return of Cards

Return your Council credit card immediately to your manager if you:

- (1) Are ceasing or terminating employment;
- (2) Moving to a role that is not assigned a credit card;
- (3) Taking extended leave from your role for [6] or more months, or otherwise where you feel retaining your card is an unnecessary risk; or

² See *A New Tax System (Goods and Services Tax) Regulations 1999*:
https://www.legislation.gov.au/Details/F2011C00417/Html/Text#_Toc297551530

³ Statutory declaration forms are available from the Department of Justice: http://www.justice.tas.gov.au/forms/statutory_declarations



Council Policy
CORPORATE CREDIT CARD POLICY

Approved by: Council DRAFT
Approved date:
Review date:

(4) No longer require, or do not wish to hold, a credit card.
Credit cards should generally be cancelled and destroyed in these circumstances. If employees are returning from leave of 6 months or less, cards may be held securely by Council, at Council's discretion.

4.2 Permitted Transactions

The following types of transactions are permitted and purchases may generally be made with a Council credit card without written approval from Authorisers.

Transactions for expenses that are demonstrably approved and budgeted for, such as approved projects, approved entertainment or approved travel, may be made without additional approval from Authorisers. You must be able to demonstrate purchases you make are approved and in accordance with this policy, if queried.

4.2.1 Travel Expenses

Travel expenses are expenses incurred in the course of authorised work-related travel. They include accommodation, transport, meals, and expenses incidental to travel. Credit cards are ideally suited to cater for expenses incurred while travelling.

4.3 Discretionary Transactions Requiring Authorisation

The following types of transactions and purchases generally require written approval from one or more Authorisers and are discretionary transactions. Written approvals for discretionary purchases must be provided with all purchase invoices as part of the Statement Reconciliation and Acquittal Process (see Part 0).

4.3.1 Entertainment Expenses

Entertainment means the provision of food drink or recreation – even if business discussions or transactions occur. Entertainment is typically considered a private expense and must not be purchased using a council credit card or funds without clear prior approval to do so.

There are a range of circumstances where entertainment expenses may be considered to be work-related and may be purchased with your Council credit card. These include travel expenses (in accordance with section 0 4.2.1 Travel *Expenses* above), to support approved overtime work, for approved Council events or social functions or within an approved entertainment expenses budget for your role.

Certain roles are delegated the discretion to incur work-related entertainment expenses as part of their roles. These roles and their discretionary expense limits are allocated in SCHEDULE .

4.3.2 Gifts

Gifts are typically considered to be private expenses and must not be purchased with a Council credit card without prior approval. However, there may be limited instances where a gift using Council funds is appropriate, such as in recognition of exceptional service of a community volunteer, or as prizes for Council-sponsored community awards, and so are discretionary transactions.



Council Policy
CORPORATE CREDIT CARD POLICY

Approved by: Council DRAFT
Approved date:
Review date:

4.3.3 Fuel

Wherever available, use a fuel card to purchase fuel for work-related fuel expenses. In the event a fuel card is not available or not accepted by vendors in a location, you may use your Council credit card to purchase fuel for work-related travel, however you must provide sufficient supporting evidence that documents the trip, its length, and purpose.

4.4 Prohibited Use and Transactions

The following types of transactions and purchases are generally prohibited and must not be made on a Council credit card.

4.4.1 Cash Advances / Withdrawals

Council credit cards must not be used for cash advances or withdrawing cash.

4.4.2 Refunds

Any refunds for purchases made on a Council credit card must be refunded back to the credit card account. Refunds must not be accepted in cash.

4.4.3 Purchases of a private or personal nature

Council credit cards must not be used for purchases of a private or personal nature, even if you intend to reimburse Council. Only approved, work-related expenses in accordance with this policy may be incurred.

4.4.4 Fines

Council credit cards must not be used to pay fines of any nature. You must pay any fines that you incur.

4.4.5 Alternative Online Payment Methods and Storing Credit Card Details

Use of Council credit cards on, or linking to, alternative online payment methods and e-commerce payment systems or accounts, such as PayPal, Google Pay, Apple Pay, iTunes, or any system that records and stores credit card details, are prohibited.

Where a payment for necessary goods or services can only be made through such a payment/e-commerce system, and that system requires the storage of credit card details or linking to a credit card account (such as Uber), then the General Manager may delegate certain Cardholders to set up and manage an online account. This policy applies for the online account, as for the credit card itself.

- (1) The online account is restricted for use by the Cardholder;
- (2) The online account is for work-related purchases only, in accordance with this policy;
- (3) The online account is to be set up with the Cardholder's work email address and details and to be managed separately from any personal online payment/e-commerce accounts.

Permissions for online accounts should be centrally controlled and recorded by Council. Council credit cards must never be linked to personal online payment systems or accounts.



Council Policy
CORPORATE CREDIT CARD POLICY

Approved by: Council DRAFT
Approved date:
Review date:

CARDHOLDER DECLARATION

I have read and understood Council's Credit Card Policy. I understand the requirements of me as a Cardholder and agree with comply with them.

In particular, I agree:

- That I understand and will follow the rules and procedures of credit card use outlined in this policy;
- That I will adhere to all related Council policies.
- That my credit card is to be used for Council business only;
- That I must retain receipts and documentation to support all transactions made with my card;
- That I am responsible for the safekeeping and security of my card and account and liable for any misuse;
- That I will not allow any other person to use my Council credit card; and
- That disciplinary action will be taken for any breaches of the policy.

Name: _____

Position: _____

Signed: _____

Date: _____

Authorisation:

A Council credit card is approved to be issued to the Cardholder named above, who is authorised to hold and use a Council credit card in compliance with this policy.

Authorised by

Authorised by

Name: _____

Name: _____

Position: _____

Position: _____

Signed: _____

Signed: _____

Date: _____

Date: _____



Council Policy
CORPORATE CREDIT CARD POLICY

Approved by: Council DRAFT
 Approved date:
 Review date:

SCHEDULE 1

ALLOCATION OF CREDIT CARDS AND CREDIT LIMITS

This Policy permits the issue of credit cards only to the Council roles and with the limits stated in Table 1 below.

Table 1. Credit Card Allocation Table

Role/Position	Issue	Credit Limit ⁴	Transaction Limit ⁵	Discretionary Expense Limit ⁶
General Manager	1	\$4,000	N/A	N/A
Manager, Corporate Services	2	\$5,000	N/A	N/A
TOTAL	2	\$9,000		

Table 1. Credit Card Allocation Table is authorised by:

Name: _____

Name: _____

Position: **GENERAL MANAGER**

Position: **MANAGER, CORPORATE SERVICES**

Signed: _____

Signed: _____

Date: _____

Date: _____

⁴ Credit Limit means the monthly credit limit and total value of purchases that may be made in a month.

⁵ Transaction Limit means the maximum value for any single transaction.

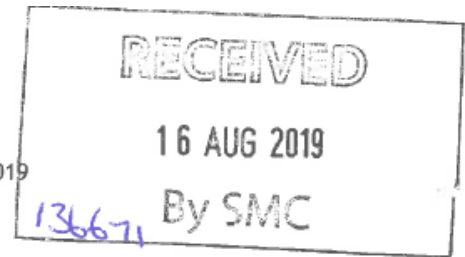
⁶ Discretionary Expense Limit means the maximum value per occasion of work-related entertainment expenses that a role is permitted to be purchased before seeking approval from an Authoriser.

17.2.3 TABLING OF DOCUMENTS

CORRESPONDENCE FROM OATLANDS DISTRICT PROGRESS ASSOCIATION

SCANNED

18th July 2019



Councillor Alex Green
Mayor,
Southern Midlands Council

71 High Street
Oatlands, 7120

Dear Mayor Green

The Oatlands District Progress Association (ODPA). Understands that the Council is presently developing a formal strategy on tourism within the municipality. ODPA welcomes the initiative as its members believe that encouragement of tourism is essential for the future growth of Oatlands.

This letter contains a number of proposals which ODPA suggests could be incorporated into this strategy as a Tourism Action Plan and is asking that you give these proposals due consideration in the formulation process.

The fundamental proposal is that the Southern Midlands Council should form a Special Council Committee to be called the Southern Midlands Tourism/Heritage Tourism Committee

ODPA suggests that the composition of this Committee should be as follows;

1. 2 Councillors
2. 2 Council staff members, inclusive of one from the heritage Programs
3. An ODPA representative
4. A High Street Traders representative
5. 3 or 4 Community Representatives

The function of the Southern Midlands Tourism/Heritage Committee should be to advise the Council and oversee implementation of the following;

- A. A Tourism strategy
- B. The employment of a Southern Midlands Tourism Officer
- C. The establishment of a Visitor centre at the Oatlands Heritage Hub
- D. A Tourism Marketing Strategy

Martin Bloomfield

ODPA Chairperson

I, the undersigned, have read this letter and support the proposal

Date	Business name	Name/Signature
10/7/19	ROYAL SUPERMARKET	Sharon Adams
10/7/19	Oatlands U3	Josie Blyth
10/7/19	The Wooden Spoon	Alison Keef
11/7/19	The Oatlands Roadhouse	Jacqueline Dare
11/7/19	OATLANDS ANTIQUES	K. K.
11/7/19	OATLANDS LODGE	Ray Saunders
11/7/19	FEISTY HEN PANTRY	
14/7/19	Mick Harding. Scurvy	(PANCAKE PARTY)
17/7/19	Ekony McCannan - Beauty Therapist	
18/7/19	TRO Bakery Kentish Hestel	
18/7/19	SOUTHERN MIDLANDS NEWS	
23/7/19	Oatlands Community Association	K.A. Matheson
23/7/19	Manceys	J. Commins
24/7/19	KENTS TREASURES	R. Bawem
24/7/19	VINTAGE ON HIGH	S. BLAXELL
27/7/19	OATLANDS DISTRICT HISTORICAL Soc	Mr. Bunting
27.7.19	The Weaver's Cottages, Oatlands	

RECOMMENDATION

THAT the correspondence from the Oatlands District Progress Association be received, and the content be considered as part of Council's ongoing review process.

Note: Mayor Green has acknowledged the letter and thanked the Progress Association for their input.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

17.2.4 ELECTED MEMBER BRIEFINGS

An opportunity is provided for elected members to brief fellow Councillors on issues not requiring a decision.

17.3 Finances

Strategic Plan Reference(s) 6.3.1, 6.3.2 & 6.3.3

Community's finances will be managed responsibly to enhance the wellbeing of residents / Council will maintain community wealth to ensure that the wealth enjoyed by today's generation may also be enjoyed by tomorrow's generation / Council's financial position will be robust enough to recover from unanticipated events, and absorb the volatility inherent in revenues and expenses.

17.3.1 MONTHLY FINANCIAL STATEMENT (PERIOD ENDING 31 JULY 2019)

Author: FINANCE OFFICER (COURTNEY PENNICOTT)

Date: 22 AUGUST 2019

ISSUE

Provide the Financial Report for the period ending 31st July 2019.

BACKGROUND

The Operating Expenditure Report includes a Year To Date (YTD) Budget Column, with variations (and percentage) based on YTD Budgets – as opposed to total annual Budget.

Note: Depreciation is calculated on an annual basis at the end of the financial year and therefore the budget for depreciation is included in the June period.

DETAIL

The enclosed Report incorporates the following: -

- Statement of Comprehensive Income – 1 July 2019 to 31 July 2019.
- Operating Expenditure Budget Report – as at 31 July 2019.
- Capital Expenditure Estimates – as at 31 July 2019.
- Cash Flow Statement – 1 July 2019 to 31 July 2019.
- Rates & Charges – as at 13 August 2019.

OPERATING EXPENDITURE ESTIMATES (OPERATING BUDGET)

Overall, operating expenditure to end of July 2019 was \$879,727, which represents 72.67% of YTD Budget.

Whilst there are some variations within the individual Program Budgets (refer following comments), YTD expenditure is consistent with Budget.

Strategic Theme - Infrastructure

Nil.

Strategic Theme – Growth

Nil.

Strategic Theme – Landscapes

Nil.

Strategic Theme – Lifestyle

Sub-Program – Aged – expenditure to date (\$875 – 116.67%). Expenditure relates to a community walk held last financial year.

Strategic Theme –Community

Nil.

Strategic Theme –Organisation

Nil.

RECOMMENDATION

THAT the Financial Report be received and the information noted.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

STATEMENT OF COMPREHENSIVE INCOME				
FOR THE PERIOD				
1st JULY 2019 to 31st JULY 2019				
	Annual Budget	Year to Date as at 31st JULY	%	Comments
Income				
General rates	\$ 5,724,701	\$ 804	0.0%	Budget includes Interest & Penalties to be imposed to end of June 2020
User Fees (refer Note 1)	\$ 694,036	\$ 68,637	9.9%	
Interest	\$ 180,000	\$ 18,472	10.3%	
Government Subsidies	\$ 19,250	\$ 0	0.0%	Heavy Vehicle Licence Fees & Road Rescue MAIB reimbursements
Contract Income	\$ 0	\$ 0	0.0%	
Other (refer Note 2)	\$ 162,000	\$ 1,244	0.8%	
Sub-Total	\$ 6,779,987	\$ 89,157	1.3%	
Grants - Operating	\$ 3,470,832	\$ 0	0.0%	
Total Income	\$ 10,250,819	\$ 89,157	0.9%	
Expenses				
Employee benefits	\$ (3,905,753)	\$ (253,998)	6.5%	Less Roads - Resheeting Capitalised
Materials and contracts	\$ (3,063,277)	\$ (293,330)	9.6%	Less Roads - Resheeting Capitalised, Includes Land Tax
Depreciation and amortisation	\$ (3,061,160)	\$ (254,076)	8.3%	Percentage Calculation (based on year-to-date)
Finance costs	\$ (27,088)	\$ (4,149)	15.3%	
Contributions	\$ (233,907)	\$ 0	0.0%	Fire Service Levies
Other	\$ (133,944)	\$ (9,827)	7.3%	Incls Rate Discounts
Total expenses	\$ (10,425,129)	\$ (815,381)	7.8%	
Surplus (deficit) from operations	\$ (174,310)	\$ (726,224)	416.6%	
Grants - Capital (refer Note 3)	\$ 4,526,481	\$ 0	0.0%	
Sale Proceeds (Plant & Machinery)	\$ 0	\$ 30,841	0.0%	
Net gain / (loss on disposal of non-current assets)	\$ (108,182)	\$ 0	0.0%	
Surplus / (Deficit)	\$ 4,243,989	-\$ (695,383)	-16.4%	

NOTES				
1. Income - User Fees (Budget \$730,602) includes:				
- All other Programs	\$ 471,579	\$ 42,682	9.1%	Actual Income Received (i.e. excluding Debtors)
- Private Works	\$ 222,457	\$ 25,748	11.6%	
- Callington Mill	\$ -	\$ 208	0.0%	
	\$ 694,036	\$ 68,637		
2. Income - Other (Budget \$162,000) includes:				
- Tas Water Distributions	\$ 152,000	\$ -	0.00%	
- HBS Dividend	\$ 10,000	\$ -	0.0%	
- Other	\$ -	\$ 1,244	0.0%	
	\$ 162,000	\$ 1,244	0.8%	
3. Grant - Capital (Budget \$1,669,375) includes:				
- Aus Gov Election Commit'	\$ 1,930,000	\$ -	0.0%	
- Swimming Pool	\$ 1,900,000	\$ -	0.0%	
- Roads To Recovery Grant	\$ 665,531	\$ -	0.0%	To be received March 2020
- Twin Equestrian Arenas	\$ -	\$ -	0.0%	
- Commissariat NSRF Grant	\$ 30,950	\$ -	0.0%	
	\$ 4,526,481	\$ -	0.0%	
4. Grant - Operating (Budget \$1,669,375) includes:				
Operating Grants				
- FAGS	\$ 3,470,832	\$ -	0.0%	
	\$ 3,470,832	\$ -		

CAPITAL EXPENDITURE PROGRAM 2019-20

AS AT 31 JULY 2019

INFRASTRUCTURE			BUDGET	EXPENDITURE	VARIANCE	COMMENTS
ROAD ASSETS						
Resheeting Program	Various	Roads Resheeting	\$ 500,000	\$ -	\$ 500,000	
Reseal Program		Roads Resealing (as per agreed program)	\$ 280,000	\$ -	\$ 280,000	
	C1020033	Yarlington Road (Smarts Hill - 150 metres)	\$ 15,000	\$ -	\$ 15,000	\$15K Budget c/fwd
Reconstruct & Seal		Green Valley Road, Bagdad (300metres off Swan Street)	\$ 54,000	\$ -	\$ 54,000	
		Shene Road, Mangalore (650metres)	\$ 97,500	\$ -	\$ 97,500	
		Woodsdale Road (1klm Reconstruction)	\$ 165,000	\$ -	\$ 165,000	
Construct & Seal (Unsealed Roads)		Huntington Tier (300 metres new seal)	\$ 63,000	\$ -	\$ 63,000	
		Roberts Road (350m new seal incl. stormwater)	\$ 59,000	\$ -	\$ 59,000	
		Main Intersection/Carpark Campania - Design Concept	\$ 50,000	\$ -	\$ 50,000	
		Eldon Road (800 metres new seal)	\$ 154,000	\$ -	\$ 154,000	
		Banticks Road (1klm new seal from Junction with Blackbrush)	\$ 27,500	\$ -	\$ 27,500	
		Blackbrush Road (1klm new seal from existing to Banticks)	\$ 210,000	\$ -	\$ 210,000	
Minor Seals (New)		Dust Suppressant Seal	\$ 20,000	\$ -	\$ 20,000	
		Junctions - Various Locations (incl. Greggs Road)	\$ 20,000	\$ -	\$ 20,000	
	C1020032	Hasting Street Junction	\$ 15,000	\$ 959	\$ 14,041	\$15K Budget c/fwd WIP 30/6/19 \$959
Unsealed Rds - Road Widening	C1020065	Clifton Vale Road - (Cliff Section)	\$ 20,128	\$ 17,171	\$ 2,956	
Junction / Road Realignment / Other	C1010037	Campania - Reeve St / Clime Street (includes Footpath)	\$ 70,000	\$ 9,504	\$ 60,496	\$70K Budget c/fwd WIP 30/6/19 \$2,617
		Water Lane (Minor Widening/drainage - V drain)	\$ 23,500	\$ -	\$ 23,500	
Drainage Component - \$42,900	C1010079	Reeve St - Hall Street to Rec Ground (K&G)	\$ 94,915	\$ -	\$ 94,915	\$20k Budget c/fwd WIP 30/06/19 \$6,887
		Lovely Banks Road (vicinity of Carnes)	\$ 25,000	\$ -	\$ 25,000	Extend Culverts/ tree removal / realign
		Rhyndaston Road - Guard Rail	\$ 20,000	\$ -	\$ 20,000	
		Stonor Road - Guard Rail	\$ 30,000	\$ -	\$ 30,000	
		Woodsdale Raod (Vicinity of Dean Property)	\$ 15,000	\$ -	\$ 15,000	
	C1010088	Bagdad Primary School - Car Park (contribution)	\$ 25,000	\$ 6,036	\$ 18,964	\$25k Budget c/fwd WIP 30/06/19 \$6,036
			\$ 2,053,543	\$ 33,670	\$ 2,019,872	
BRIDGE ASSETS						
		Hardings Road (White Kangaroo Rivulet)	\$ 180,400	\$ -	\$ 180,400	
		Woodsdale Road (Nutting Garden Rivulet)	\$ 210,390	\$ -	\$ 210,390	
			\$ 390,790	\$ -	\$ 390,790	

DRAINAGE		Bagdad					
		- Lyndon Road	\$ 15,000	\$ -	\$ 15,000	\$15K Budget c/fwd	
		- Midland Highway/Swan Street Drainage	\$ 50,000	\$ 3,204	\$ 46,797		
		Campania					
		- Estate Road (School Farm)	\$ 10,000	\$ -	\$ 10,000		
		Oatlands					
		- Barrack Street (towards Mason Street)	\$ 10,000	\$ -	\$ 10,000	\$10K Budget c/fwd	
		- High St/Wellington Street Junction	\$ 5,000	\$ -	\$ 5,000	\$5K Budget c/fwd	
		- Queen Anne Street	\$ 7,500	\$ -	\$ 7,500	\$7.5K Budget c/fwd	
		Kempton					
		- Erskine Street		\$ 4,668	\$ (4,668)	WIP 30/6/19	
			\$ 97,500	\$ 7,871	\$ 89,629		
WASTE	C110001	Wheelie Bins and Crates	\$ 8,000	\$ -	\$ 8,000		
		Oatlands WTS - Concrete Pad(s)	\$ 25,000	\$ -	\$ 25,000	\$25K Budget c/fwd	
		Dysart WTS - General Improvements	\$ 20,000	\$ -	\$ 20,000	\$20K Budget c/fwd	
			\$ 53,000	\$ -	\$ 53,000		
GROWTH							
HERITAGE	C3010003	Callington Mill (Asset Renewals)	\$ 10,000	\$ 70	\$ 9,930		
		Callington Mill (Mill Tower - Fire Detection System & Exit Lighting)	\$ 6,500	\$ -	\$ 6,500	Budget c/fwd	
		Oatlands Court House (Stabilisation & Gaol Cell)	\$ 8,000	\$ -	\$ 8,000	\$8K Budget c/fwd	
		Oatlands Gaol - Wingwall Completion	\$ 15,000	\$ -	\$ 15,000	\$15K Budget c/fwd	
		Oatlands Gaol - Aluminum Temporary Steps (Entrance)	\$ 3,500	\$ -	\$ 3,500	\$3.5K Budget c/fwd	
		Kempton Watch House (Fitout)	\$ 4,000	\$ -	\$ 4,000	\$7.5K Budget c/fwd	
		Roche Hall Forecourt (Interps - Planning Condition of Approval	\$ 40,000	\$ 3,845	\$ 36,156	WIP 30/6/19 \$3,845 - Budget c/fwd	
	C3010011	Roche Hall - Internal & External Painting (excl. Gutters; Fascias &	\$ 80,000	\$ -	\$ 80,000	\$15K Budget c/fwd	
			\$ 167,000	\$ 3,915	\$ 163,086		
NATURAL		Campania Bush Reserve (Walking/Riding Path)	\$ 100,000	\$ -	\$ 100,000	Grant Funded	
	C3020007	Chauncy Vale - Sanctuary Bridge	\$ 55,000	\$ -	\$ 55,000	Grant Funded	
	C3020008	Mahers Point - Lanscape Plan	\$ 22,404	\$ -	\$ 22,404	Budget c/fwd	
		Lake Dulverton Walkway (Section 1)	\$ 135,000	\$ -	\$ 135,000	Grant Funded	
		Lake Dulverton Walkway (Section 2)	\$ 85,000	\$ -	\$ 85,000	Grant Funded	
			\$ 397,404	\$ -	\$ 397,404		
CULTURAL		Heritage HUB - Internal fitout	\$ 10,000	\$ -	\$ 10,000		
			\$ 10,000	\$ -	\$ 10,000		

REGULATORY	C3040001	Kempton Council Chambers - Restoration Works	\$ 5,000	\$ -	\$ 5,000	
	C9990001	Kempton Council Chambers - Office Furniture & Equipment	\$ 5,000	\$ -	\$ 5,000	
			\$ 10,000	\$ -	\$ 10,000	
CAPITAL EXPENDITURE PROGRAM 2019-20						
AS AT 31 JULY 2019						
LIFESTYLE			BUDGET	EXPENDITURE	VARIANCE	COMMENTS
COMMUNITY HEALTH & WELLBEING						
	C4070035	Oatlands Bus Shelter	\$ 14,000	\$ -	\$ 14,000	
			\$ 14,000	\$ -	\$ 14,000	
LIFESTYLE						
ACCESS						
	C4070035	All Buildings (Priority Approach - Year 4 of 5)	\$ 40,000	\$ -	\$ 40,000	
			\$ 40,000	\$ -	\$ 40,000	
PUBLIC HEALTH						
	C4070035	Kempton Community Health Facility	\$ 225,000	\$ 1,245	\$ 223,755	\$200K Budget c/fwd WIP 30/6/19 \$445
			\$ 225,000	\$ 1,245	\$ 223,755	
RECREATION						
	C4070005	Recreation Committee	\$ 20,000	\$ 3,364	\$ 16,636	Campania Rec Ground Window
		Oatlands Aquatic Centre (New Pool)	\$ 2,400,000	\$ -	\$ 2,400,000	
	C4070034	Oatlands Aquatic Centre (New Pool)		\$ 395,986	\$ (395,986)	WIP 30/6/19 \$395,896
	C4070034	Oatlands Aquatic Centre (New Pool)		\$ 379,803	\$ (379,803)	WIP 30/6/18 \$379,803
		Campania - Public Open Space dev (Subdivision)	\$ 23,000		\$ 23,000	
		Campania - Public Open Space dev (Shelter Alexander Circle)	\$ 10,000		\$ 10,000	
		Campania - Public Open Space dev (Play Equip Alexander Circle)	\$ 16,000		\$ 16,000	
	G4070024	Mangalore Equestrian Arena	\$ 51,784	\$ 9,046	\$ 42,738	Grant of \$36,784 plus additional budget \$15k
		Mangalore Hall (replace Gutters and Roofing)	\$ 18,000		\$ 18,000	
		Oatlands - Callington Park (Playground Election Commitment)	\$ 500,000		\$ 500,000	Incls. Revegetation and Watering System
		Campania - Recreation Ground (Nets)	\$ 45,000		\$ 45,000	\$45K Budget c/fwd
	C4070019	Kempton - Recreation Ground (Granstand Rails & Seating)	\$ 6,000		\$ 6,000	\$6K Budget c/fwd
		Kempton - Recreation Ground (Lighting)	\$ 10,000		\$ 10,000	\$10K Budget c/fwd
		Kempton - Recreation Ground (Roof Structure - Entry to Clubroc	\$ 15,000		\$ 15,000	
		Mount Pleasant - Recreation Ground (Upgrade Toilets)	\$ 38,000		\$ 38,000	\$13K Budget c/fwd
		Runnymede - Recreation Ground (resurfacing & watering system	\$ 20,000		\$ 20,000	
		Tunbridge Park - Perimeter Fence (Safety)	\$ 30,000		\$ 30,000	\$7.5K Budget c/fwd
			\$ 3,202,784	\$ 788,199	\$ 2,414,585	

COMMUNITY						
ANIMALS		Oatlands - Dog Pound	\$ 20,000	\$ -	\$ 20,000	
			\$ 20,000	\$ -	\$ 20,000	
CAPACITY						
	C5020001	Levendale Community Centre	\$ 8,000	\$ -	\$ 8,000	\$8K Budget c/fwd
		Oatlands Structure Plan	\$ 25,000	\$ -	\$ 25,000	
			\$ 33,000	\$ -	\$ 33,000	
SAFETY						
		Road Accident Rescue Unit	\$ 3,000	\$ -	\$ 3,000	
			\$ 3,000	\$ -	\$ 3,000	
ORGANISATION						
SUSTAINABILITY		Council Chambers - Internal Toilets Upgrade	\$ 60,000	\$ -	\$ 60,000	
		Council Chambers - Damp Issues & Stonemasonry	\$ 15,000	\$ -	\$ 15,000	\$15K Budget c/fwd
		Council Chambers - Works Office (floor coverings)	\$ 5,000	\$ -	\$ 5,000	\$5K Budget c/fwd
	C9990001	Town Hall (General - Incl. Office Equip/Furniture)	\$ 5,540	\$ 450	\$ 5,090	
	C6020003	Computer System (Hardware / Software)	\$ 55,400	\$ 16,132	\$ 39,268	\$15K Budget c/fwd
			\$ 140,940	\$ 16,582	\$ 124,358	
WORKS						
	C6020011	Kempton Depot - Property Purchase	\$ 50,000	\$ 18,820	\$ 31,180	
	C6020011	Kempton Depot - External Painting	\$ 10,000	\$ -	\$ 10,000	\$10K Budget c/fwd
	C6020001	Depot Relocation (Site / Concept Plans/ Amneities/ Redords Stor	\$ 200,000	\$ 14,607	\$ 185,393	
		Minor Plant Purchases	\$ 9,500	\$ -	\$ 9,500	
	C6020008	Radio System	\$ 3,000	\$ -	\$ 3,000	
		Plant Replacement Program				
		Refer separate Schedule (Gross)	\$ 935,000	\$ -	\$ 935,000	
		Light Vehicles (Gross)	\$ 210,000	\$ -	\$ 210,000	
		(Trade Allowance - \$180K)				
			\$ 1,417,500	\$ 33,427	\$ 1,384,073	
		GRAND TOTALS	\$ 9,193,611	\$ 946,745	\$ 8,246,866	

	INFLOWS (OUTFLOWS) (July 2019)	INFLOWS (OUTFLOWS) (Year to Date)
Cash flows from operating activities		
Payments		
Employee costs	- 259,732.34	- 259,732.34
Materials and contracts	- 489,960.05	- 489,960.05
Interest	- 4,148.51	- 4,148.51
Other	- 29,966.89	- 29,966.89
	- 783,807.79	- 783,807.79
Receipts		
Rates	98,749.91	98,749.91
User charges	65,479.66	65,479.66
Interest received	18,471.63	18,471.63
Subsidies		-
Other revenue grants	150.00	150.00
GST Refunds from ATO		-
Other	34,923.65	34,923.65
	217,774.85	217,774.85
Net cash from operating activities	- 566,032.94	- 566,032.94
Cash flows from investing activities		
Payments for property, plant & equipment	- 66,086.49	- 66,086.49
Proceeds from sale of property, plant & equipment	30,840.90	30,840.90
Proceeds from Capital grants	-	-
Proceeds from Investments	-	-
Payment for Investments	-	-
Net cash used in investing activities	- 35,245.59	- 35,245.59
Cash flows from financing activities		
Repayment of borrowings	- 7,060.07	- 7,060.07
Proceeds from borrowings		-
Net cash from (used in) financing activities	- 7,060.07	- 7,060.07
Net increase/(decrease) in cash held	- 608,338.60	- 608,338.60
Cash at beginning of reporting year	12,368,944.95	11,567,278.62
Cash at end of reporting	11,760,606.35	10,958,940.02

SOUTHERN MIDLANDS COUNCIL : OPERATING EXPENDITURE 2019/20

SUMMARY SHEET

PROGRAM	YTD ACTUAL (as at 31 July 19)	YTD BUDGET (as at 31 July 19)	YTD VARIANCE	YTD VARIANCE %	FULL YEAR BUDGET - REVISED INC. GRANTS & OTHER
INFRASTRUCTURE					
Roads	84,887	112,811	27,924	75.25%	3,176,074
Bridges	-	2,125	2,125	0.00%	372,719
Walkways	9,796	15,828	6,032	61.89%	194,893
Lighting	6,773	7,147	374	94.77%	86,520
Irrigation	-	-	-	-	-
Drainage	5,434	5,839	405	93.06%	80,042
Waste	27,101	78,982	49,881	35.21%	825,181
Public Toilets	5,784	9,415	3,631	61.43%	64,173
Communications	-	-	-	-	-
Signage	918	1,135	217	80.91%	7,575
INFRASTRUCTURE TOTAL:	140,693	231,262	90,569	60.84%	4,807,177
GROWTH					
Residential	-	-	-	-	-
Tourism	-	3,615	3,615	0.00%	43,950
Business	26,216	26,417	201	99.24%	1,173,941
Agriculture	-	-	-	-	-
GROWTH TOTAL:	26,216	30,032	3,816	87.29%	1,217,891
LANDSCAPE \$					
Heritage	26,083	29,909	3,826	87.21%	298,548
Natural	12,511	16,219	3,708	77.14%	173,268
Cultural	-	3,369	3,369	0.00%	9,600
Regulatory	41,989	70,549	28,560	59.52%	792,083
Climate Change	-	-	-	-	10,047
LANDSCAPE \$ TOTAL:	80,583	120,046	39,463	67.13%	1,283,542
LIFESTYLE					
Youth	23,102	25,360	2,258	91.10%	257,128
Age'd	875	750	125	116.67%	2,500
Childcare	-	125	125	0.00%	7,500
Volunteers	-	833	833	0.00%	40,000
Access	-	-	-	-	-
Public Health	248	849	601	29.21%	10,093
Recreation	45,274	45,508	234	99.49%	473,710
Animals	9,124	9,178	54	99.41%	105,552
Education	-	-	-	-	-
LIFESTYLE TOTAL:	78,623	82,603	3,980	95.18%	896,481
COMMUNITY					
Retention	-	-	-	-	-
Capacity	1,087	4,202	3,115	25.87%	27,925
Safety	2,116	4,017	1,901	52.66%	56,650
Consultation	774	2,275	1,501	34.02%	23,425
COMMUNITY TOTAL:	3,977	10,494	6,517	37.90%	108,000
ORGANISATION					
Improvement	7,908	9,510	1,602	83.15%	104,984
Sustainability	240,526	299,328	58,802	80.36%	2,256,362
Finance	1,201	14,519	13,318	8.27%	296,680
ORGANISATION TOTAL:	249,635	323,357	73,722	77.20%	2,658,026
TOTAL \$	579,727	797,794	218,067	72.67%	10,971,117

SOUTHERN MIDLANDS COUNCIL				
SUMMARY OF RATES AND CHARGES LEVIED, REMITTED AND COLLECTED				
	This Financial Year 13th August 2019		Last Financial Year 13th August 2018	
Arrears brought forward as at July 1		\$ 429,240.71		\$ 419,894.17
ADD current rates and charges levied		\$ 5,617,179.00		\$ 5,290,228.81
ADD current interest and penalty		\$ 4,977.39		\$ 4,736.19
TOTAL rates and charges demanded	100.00%	\$ 6,051,397.10	100.00%	\$ 5,714,859.17
LESS rates and charges collected	2.15%	\$ 130,210.24	2.65%	\$ 151,285.89
LESS pensioner remissions	3.58%	\$ 216,642.76	3.72%	\$ 212,669.12
LESS other remissions and refunds	0.00%	-\$ 280.62	0.06%	\$ 3,241.30
LESS discounts	0.02%	\$ 1,114.09	0.02%	\$ 1,306.13
TOTAL rates and charges collected and remitted	5.75%	\$ 347,686.47	6.45%	\$ 368,502.44
UNPAID RATES AND CHARGES	94.25%	\$ 5,703,710.63	93.55%	\$ 5,346,356.73

17.3.2 2018/2019 SOUTHERN MIDLANDS COUNCIL – COMPLETE SET OF FINANCIAL STATEMENTS

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 22 AUGUST 2019

Attachment(s):

Southern Midlands Council – Financial Statements - 2018/2019 Financial Year
Heritage Building Solutions Pty Ltd – Year Ended 30 June 2019 (Information Only)
Heritage Education and Skills Centre Ltd – Year Ended 30 June 2019 (Information Only)

ISSUE

Tabling of Financial Statement(s) in accordance with section 84 of the *Local Government Act 1993*.

BACKGROUND

Section 84 of the *Local Government Act 1993* (the Act) requires the General Manager to prepare and forward to the Auditor-General a copy of the council's financial statements for each financial year in accordance with the *Audit Act 2008*.

The following is an extract from the *Local Government Act 1993*:

“84. Financial statements

(1) *The general manager is to prepare and forward to the Auditor-General a copy of the council's financial statements for each financial year in accordance with the Audit Act 2008.*

(2) *Any financial statement for a financial year is to–*

(a)

(b) *specify any interests as notified to the general manager of any councillor in respect of any body or organisation with which the council has major financial dealings; and*

(c) *contain a comparison between the council's actual and estimated revenue and expenditure for that financial year; and*

(d) *contain a statement of any revenue and expenditure of a council committee, a special committee or a controlling authority; and*

(da) *contain a statement of the operating, capital and competitive neutrality costs in respect of each significant business activity undertaken by the council during that financial year together with a statement of the revenue associated with that activity; and*

(db) *contain financial management indicators, and asset management indicators, specified in an order under subsection (2A); and*

(e) *contain any other information the Minister determines.*

(2A) *The Minister, by order, may specify –*

(a) *financial management indicators; and*

(b) *asset management indicators –*

to be included in the financial statements of councils.

(2B) *The Minister is to consult with councils as to the matters to be included in an order under subsection (2A).*

(3) *The general manager is to certify that, in accordance with this Act and any other relevant Act, the financial statements fairly represent –*

(a) *the financial position of the council; and*

(b) *the results of the council's operations; and*

(c) the cash flow of the council.

(4) The general manager is to ensure that the certified financial statements are tabled at a meeting of the council as soon as practicable.

(5) In this section –

competitive neutrality costs means the costs required to be taken into account under the competitive neutrality principles.”

The *Audit Act 2008* requires the statements to be lodged with 45 days after the end of each financial year.

DETAIL

Refer enclosed copy of the 2018/19 Financial Report.

In relation to Heritage Building Solutions Pty Ltd and Heritage Education and Skills Centre Ltd), the Board has signed the Financial Statements for the two entities on 13th August 2019 (i.e. They are provided for information purposes, noting that the figures are consolidated into the Southern Midlands Council Statements).

It is confirmed that the Southern Midlands Council's Statement(s) were lodged with the Auditor-General (Tasmanian Audit Office) on Tuesday 13th August 2019 which is within the legislative timeframe of 45 days as required by the *Audit Act 2008*.

The draft Statements, which are still subject to audit, were presented to Council's Audit Panel's meeting held 16th August 2019 – refer Minutes of the Audit Panel meeting.

The following Table was provided to the Panel Meeting detailing some of the more significant variances in the 'Consolidated Statement of Profit or Loss and Other Comprehensive Income':

Line Item	Budget	Actual	Variance	Comments
Recurrent Income				
User Fees	\$730,602	\$983,347	\$252,745	Business - Private Works (up \$139) Corporate Fees & Charges (up \$40K) Animal Control (up \$24K)
Total – User Fees	\$730,602	\$983,347	\$252,75	
Grants - Recurrent	\$3,356,130	\$3,455,542	\$242,021	FAGS – up \$99,412 (50% of 19/20 Grant received in June 2019). The actual 2018/19 Grant exceeded Budget by \$43,314.
	\$0	\$17,000	\$17,000	Federal Infrastructure Grant – minor projects
	\$0	\$123,800	\$123,800	Final Instalment – Commissariat Grant
	\$0	\$36,784	\$36,784	Sport & Rec Grant - Mangalore
	\$0	\$4,764	\$4,764	Anzac Memorial Grant
	\$0	(\$39,739)	(\$39,739)	HESC Ltd (due to consolidation) – TCF Grant reimbursement
Grants Recurrent - Total	\$3,356,130	\$3,598,151	\$242,021	
Interest	\$177,000	\$220,632	\$43,632	Additional cash assets and focus on management of investments to achieve maximum return.
Contract Income	\$765,000	\$948,421	\$183,421	Additional business activity

Line Item	Budget	Actual	Variance	Comments
Net Capital Income				
Roads to Recovery Grant	\$344,375	\$344,375	\$0	
Swimming Pool Grants (State and Australian Government)	\$1,250,000	\$0	(\$1,250,000)	Project Delay
Kempton Comm. Health Centre	\$75,000	\$0	(\$75,000)	Grant received 30/6/18 (post adoption of 18/19 Budget)
Grant – Black Spot Funding	\$0	\$33,267		Final Instalment – Lovely Banks Rd Junction
Total – Grants Capital	\$1,669,375	\$377,642	(\$1,291,733)	
Recurrent Expenses				
Employee Benefits				
- SMC	\$3,914,764	\$3,512,068	\$402,696	
- HBS Pty Ltd	\$350,000	\$553,167	(\$203,167)	Apprenticeship wages (engaged through AES Group) included in 'Employee Benefits' – Budget allocated as part of Materials and Contracts
Total – Employee Benefits	\$4,264,764	\$4,065,235	\$199,529	
Materials & Contracts				
- SMC	\$2,801,062	\$2,858,755	(\$57,693)	
- HBS Pty Ltd	\$415,000	\$353,730	\$61,270	
Total – Materials & Contracts	\$3,216,062	\$3,212,485	\$3,577	

Line Item	Budget	Actual	Variance	Comments
Other Expenses				
Audit Fees	\$29,750	\$29,459	\$291	
Councillor Allowances	\$111,825	\$110,706	\$1,119	
Councillor – Travel	\$27,585	\$19,450	\$8,135	
Council – Election Costs	\$34,265	\$34,862	(\$597)	
Rate Discounts & Remissions	\$31,500	\$28,525	\$2,975	
Private Works Expenditure	\$148,464	\$241,675	(\$93,211)	Offset by additional income of \$139K
Other Expenses	\$0	\$4,605	(\$4,605)	
Impairment of Assets	\$0	\$323,971	(\$323,971)	Oatlands Church Street Depot – Rehabilitation
Total – Other Expenses	\$383,389	\$793,253	(\$409,864)	

The General Manager will provide any further explanation required and respond to any questions.

Human Resources & Financial Implications – Comment to be provided.

Community Consultation & Public Relations Implications – Not applicable.

Council Web Site Implications - A copy of the audited Statement will be included on the Website as part of the 2018/19 Annual Report when completed.

Policy Implications – N/A.

Priority - Implementation Time Frame – Report completed and submitted to the Auditor General within the statutory timeframe.

RECOMMENDATION

THAT Council receive the following:

- 1. Southern Midlands Council - Complete set of Financial Statements 2018/19;**
- 2. Heritage Building Solutions Pty Ltd – Financial Statements for Year Ended 30 June 2019;**
- 3. Heritage Education and Skills Centre Ltd - Financial Statements for Year Ended 30 June 2019**

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

18. MUNICIPAL SEAL

Nil.

19. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

Council to address urgent business items previously accepted onto the agenda.

RECOMMENDATION

THAT in accordance with Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015*, the following items are to be dealt with in Closed Session.

Matter	<i>Local Government (Meeting Procedures) Regulations 2015 Reference</i>
<i>Closed Council Minutes - Confirmation</i>	15(2)
<i>Applications for Leave of Absence</i>	15(2)(h)
<i>Audit Panel Minutes – Confirmation</i>	15(2)

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

RECOMMENDATION

THAT in accordance with Regulation 15(2) of the *Local Government (Meeting Procedures) Regulations 2015*, Council move into Closed Session and the meeting be closed to members of the public.

DECISION (MUST BE BY ABSOLUTE MAJORITY)		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr D F Fish		
Clr K Dudgeon		
Clr R McDougall		

CLOSED COUNCIL AGENDA

20. BUSINESS IN “CLOSED SESSION”

Regulation 15 of the Local Government (Meeting Procedures) Regulations 2015 provides that Council may consider certain sensitive matters in Closed Meeting.

The following matters have been listed in the Closed Meeting section of the Council Agenda in accordance with Regulation 15 of the Local Government (Meeting Procedures) Regulations 2015.

20.1 CLOSED COUNCIL MINUTES - CONFIRMATION

Item considered in Closed Session in accordance with Regulation 15 (2) of the Local Government (Meeting Procedures) Regulations 2015.

20.2 APPLICATIONS FOR LEAVE OF ABSENCE

Item considered in Closed Session in accordance with Regulation 15 (2) of the Local Government (Meeting Procedures) Regulations 2015.

20.3 AUDIT PANEL MINUTES - CONFIRMATION

Item considered in Closed Session in accordance with Regulation 15 (2) of the Local Government (Meeting Procedures) Regulations 2015.

RECOMMENDATION

THAT Council move out of “Closed Session”.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

OPEN COUNCIL AGENDA

21. CLOSURE