



PUBLIC COPY ATTACHMENTS ORDINARY COUNCIL MEETING

Wednesday, 28th April 2021
Campania Hall, Reeve Street, Campania
10.00 a.m.

Item 4.1	Draft Council Meeting Minutes (Open) – 24 th March 2021
Item 4.2.1	Lake Dulverton & Callington Park Management Committee Minutes -19 th April 2021 Kempton Streetscape Committee Minutes – 19 th April 2021
Item 4.3.1	Southern Tasmanian Councils Authority Minutes – 22 nd February 2021
Item 11.1.2	Development Application Documents for Distillery Works
Item 11.4.1	Extract of Brighton Ordinary Council Minutes – January 2021
Item 12.6.1	TasWater Corporate Plan – 2022-2026
Item 16.1.2	Procedures - Public Interest Disclosures Act 2002

SOUTHERN
MIDLANDS
COUNCIL



MINUTES

ORDINARY COUNCIL MEETING

Wednesday, 24th March 2021
10.00 a.m.

Woodsdale Hall
2310 Woodsdale Road, Woodsdale

INDEX

1. PRAYERS	4
2. ATTENDANCE	4
3. APOLOGIES	4
4. MINUTES	4
4.1 Ordinary Council meeting.....	4
4.2 Special Committees of Council Minutes	5
4.2.1 Special Committees of Council - Receipt of Minutes.....	5
4.2.2 Special Committees of Council - Endorsement of Recommendations	5
4.3 Joint Authorities (Established Under Division 4 of The Local Government Act 1993)....	7
4.3.1 Joint authorities - Receipt of Minutes.....	7
4.3.2 Joint Authorities - Receipt of Reports (Annual & Quarterly)	7
5. NOTIFICATION OF COUNCIL WORKSHOPS	8
6. COUNCILLORS – QUESTION TIME	9
6.1 Questions (On Notice).....	9
6.2 Questions Without Notice.....	10
7. DECLARATIONS OF PECUNIARY INTEREST	11
8. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA	12
9. PUBLIC QUESTION TIME (SCHEDULED FOR 10.30 A.M.)	13
9.2 Permission to Address Council	15
10. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN UNDER REGULATION 16 (5) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2015	15
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	15
11.1 DEVELOPMENT APPLICATIONS	15
11.2 SUBDIVISIONS.....	15
11.3 MUNICIPAL SEAL (PLANNING AUTHORITY)	15
11.4 PLANNING (OTHER).....	15
12. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE) ..	16
12.1 ROADS	16
12.2 BRIDGES	16
12.3 WALKWAYS, CYCLE WAYS AND TRAILS.....	16
12.4 LIGHTING.....	16
12.5 BUILDINGS.....	16
12.6 SEWERS / WATER	16
12.7 DRAINAGE	16
12.8 WASTE	17
12.9 INFORMATION, COMMUNICATION TECHNOLOGY	17
12.10 OFFICER REPORTS – INFRASTRUCTURE & WORKS.....	18
12.10.1 Manager – Infrastructure & Works Report.....	18
13. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)	20
13.1 RESIDENTIAL	20
13.2 TOURISM.....	20
13.3 BUSINESS.....	20
13.4 INDUSTRY.....	20
14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME –LANDSCAPES)	21
14.1 HERITAGE	21
14.1.1 Heritage Project Program Report	21
14.1.2 Review of Heritage Collections Policy	22
14.1.3 Review of Artist in Residence Policy	23
14.2 NATURAL.....	24

14.2.1	<i>NRM Unit – General Report</i>	24
14.3	CULTURAL.....	24
14.4	REGULATORY (DEVELOPMENT).....	24
14.5	REGULATORY (PUBLIC HEALTH).....	24
14.6	REGULATORY (ANIMALS).....	25
14.6.1	<i>Animal Management Report</i>	Error! Bookmark not defined.
14.6.2	<i>Southern Tasmania – Regional Cat Management Strategy (2021-2026)</i>	25
14.7	ENVIRONMENTAL SUSTAINABILITY.....	25
15.	OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY)	26
15.1	COMMUNITY HEALTH AND WELLBEING.....	26
15.2	RECREATION.....	26
15.3	ACCESS.....	26
15.4	VOLUNTEERS.....	26
15.5	FAMILIES.....	26
15.6	EDUCATION.....	26
15.7	CAPACITY & SUSTAINABILITY.....	27
15.7.1	<i>Oatlands Structure Plan - Progress Report</i>	27
15.8	SAFETY.....	28
15.8.1	<i>Southern Midlands Municipal Emergency Management Plan</i>	28
15.9	CONSULTATION & COMMUNICATION.....	29
16.	OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)	30
16.1	IMPROVEMENT.....	30
16.2	SUSTAINABILITY.....	30
16.2.1	<i>Tabling of Documents</i>	30
16.2.2	<i>Elected Member Statements</i>	30
16.2.3	<i>Local Government Association of Tasmania 2021 General Management Committee Election 2021</i> 31	
16.3	FINANCES.....	32
16.3.1	<i>Monthly Financial Statement (period ending 28 February 2021)</i>	32
16.3.2	<i>Monthly Oatlands Aquatic Centre Capital Expenditure Report (period ending 28 February 2021)</i> 32	
16.3.3	<i>Financial Management Strategy and Long-Term Financial Management Plan, 2020/21 to 2029/30</i>	33
17.	MUNICIPAL SEAL	34
18.	CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA	35
18.1	TUNBRIDGE COMMUNITY HALL – FINANCIAL ASSISTANCE.....	35
18.2	COMMUNITY WALKS.....	37
19.	BUSINESS IN “CLOSED SESSION”	40
19.1	<i>Closed Council Minutes - Confirmation</i>	40
19.2	<i>Applications for Leave of Absence</i>	40
19.3	<i>Audit Panel Minutes</i>	40
19.4	<i>Lake Dulverton Water Supply</i>	40
19.5	<i>Property Matter – Oatlands</i>	40
20.	CLOSURE	42



OPEN COUNCIL MINUTES

MINUTES OF AN ORDINARY MEETING OF THE SOUTHERN MIDLANDS COUNCIL
HELD ON WEDNESDAY, 24TH MARCH 2021 AT THE TUNBRIDE
COMMUNITY HALL COMMENCING AT 10:01 A.M.

1. PRAYERS

Rev Dennis Cousens recited prayers.

2. ATTENDANCE

Mayor AO Green, Deputy Mayor E Batt, Clr A Bantick, Clr A Bisdee OAM, Clr K Dudgeon, Clr D Fish, Clr R McDougall

Mr T Kirkwood (General Manager), Mr A Benson (Deputy General Manager), Mrs J Crosswell (Executive Assistant).

3. APOLOGIES

Nil.

4. MINUTES

4.1 Ordinary Council meeting

The Minutes (Open Council Minutes) of the previous meeting of Council held on the 23rd February 2021, as circulated, are submitted for confirmation.

DECISION

Moved by Clr R McDougall, seconded by Clr A Bisdee OAM

THAT the Minutes (Open Council Minutes) of the previous meeting of Council held on 23rd February 2021, as circulated, be confirmed.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	✓	
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:

- Woodsdale Community Memorial Hall Minutes – Monday 1st February 2021
- Southern Midlands Emergency Management Committee – Tuesday 16th March 2021

RECOMMENDATION

THAT the minutes of the above special committee of Council be received.

DECISION

Moved by Cllr K Dudgeon, seconded by Cllr A Bisdee OAM

THAT the minutes of the above special committees of Council be received.

CARRIED

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

4.2.2 Special Committees of Council - Endorsement of Recommendations

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

- Woodsdale Community Memorial Hall Minutes – Monday 1st February 2021
- Southern Midlands Emergency Management Committee – Tuesday 16th March 2021

RECOMMENDATION

THAT the recommendations contained within the minutes of the above Special Committees of Council be endorsed.

DECISION

Moved by Cllr R McDougall, seconded by Cllr K Dudgeon

THAT the minutes of the above special committees of Council be endorsed.

CARRIED

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

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:

- Nil.

DECISION NOT REQUIRED

4.3.2 Joint Authorities - Receipt of Reports (Annual & Quarterly)

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

- Nil.

DECISION NOT REQUIRED

5. NOTIFICATION OF COUNCIL WORKSHOPS

DECISION

Moved by Cllr R McDougall, seconded by Cllr K Dudgeon

THAT:

- a) the information be received; and
- b) Council note and endorse the outcomes of the workshop.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	✓	
Cllr A Bantick	✓	
Cllr A E Bisdee OAM	✓	
Cllr K Dudgeon	✓	
Cllr D F Fish	✓	
Cllr 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.

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

Clr K Dudgeon – has been approached by a resident of South Parade regarding dust issues associated with the construction of the new Pool. The dust is also contaminating the resident's water tank.

Issue to be raised with VOS Construction as the responsible contractor.

Clr A Bantick – requested a fire hydrant be installed at the top end of Swan Street.

Request to be referred to TasWater as the responsible authority.

|

Deputy Mayor Edwin Batt and Tim Kirkwood (General Manager) entered the meeting at 10.08a.m

Clr R McDougall – raised a number of issues regarding the Kempton Roadside Stopover, including the need for signage relating to toilet facilities and whether additional enforcements provisions are required (i.e. By-Law).

Signage to be addressed and the broader issue of management be referred for further discussion at a Council workshop.

Clr A Bisdee OAM – voiced concerns from Kempton residents after the recent break in and assault at the Kempton Post Office. Suggestion of cameras being installed leading in and out of Kempton.

Identified that there are a number of existing private cameras within the township. It was considered that there is adequate coverage at present.

Deputy Mayor E Batt – requested an update on the Jones Subdivision and sought information regarding responsibility for the provision of infrastructure.

The General Manager advised that this detail would be obtained and presented to a Council workshop.

Deputy Mayor E Batt – questioned whether there were operational issues associated with the Belgrove Distillery operation.

The General Manager advised that there are a number of issues that are being addressed by Council's Development and Environment staff, in conjunction with the owner.

Deputy Mayor E Batt – made reference to the Kempton Memorial Avenue development, including the need for tree maintenance.

The General Manager advised that the Tree Contractor has been requested to schedule maintenance works and that further development of the site will require budget considerations. It was also indicated that the Green Ponds Progress Association, in conjunction with the RSL, were to take an active involvement in development of the site.

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*.

Nil.

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.

- 1. Tunbridge Community Hall – Financial Assistance
- 2. Community Walks

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

Moved by Cllr A Bisdee, seconded by Cllr R McDougall

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*.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	✓	
Deputy Mayor E Batt	✓	
Cllr A Bantick	✓	
Cllr A E Bisdee OAM	✓	
Cllr K Dudgeon	✓	
Cllr D F Fish	✓	
Cllr 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.

Councillors are advised that, at the time of issuing the Agenda, no questions on notice had been received from members of the public.

Mayor A O Green invited questions from members of the public in attendance.

Four members of the public were in attendance.

KATE BOURNE

Requested the erection of a 'Concealed entrance' sign at 1935 Buckland Road, Woodsdale.

Inspection to be undertaken and appropriate sign to be arranged (if required).

YVONNE CRAWFORD

Questioned why a section of the road (approx. 100 metres) approaching the Bridge (vicinity of her property) had not been reconstructed.

Question taken on notice.

Woodsdale Road – indicated the need for drainage works which is evident following recent rain.

To be referred to Manager Infrastructure & Works.

KAYE ROWLANDS

Raised issue regarding the Aurora Account for the Woodsdale Recreation Ground. Further advised that the issue has been resolved following consultation with Deputy General Manager.

JULIA JABOUR (Southern Midlands Regional News) – OATLANDS

Advice regarding COVID-19 Vaccinations:

Advised Council that Oatlands surgery has been certified as a dispenser for vaccinations. Dates that the rollout will begin to take place is unknown at this stage. Does Council have any additional information?

Advice provided that Council has not received any information relating to the vaccination program.

Conclusion of Public Question Time.

DECISION

Moved by Clr D Fish, seconded by Clr A Bisdee OAM

THAT the meeting be adjourned for morning tea at 10.45 a.m.

CARRIED

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	✓	

DECISION

Moved by Deputy Mayor E Batt, seconded by Clr R McDougall

THAT the meeting reconvene at 11.08 a.m.

CARRIED

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	✓	

9.2 Permission to Address Council

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

- Nil.

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

Nil.

11.2 Subdivisions

Nil.

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

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

Nil.

12.2 Bridges

Strategic Plan Reference 1.2

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

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

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

Nil.

12.5 Buildings

Strategic Plan Reference 1.5

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

Nil.

12.6 Sewers / Water

Strategic Plan Reference(s) 1.6

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

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

Nil.

12.8 Waste

Strategic Plan Reference 1.8

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

Nil.

12.9 Information, Communication Technology

Strategic Plan Reference 1.9

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: 18 MARCH 2021

Roads Program

Maintenance Graders – Operating in the Bowhill Road and Oatlands area. The second grader is preparing roads for sealing, namely Ballyhooly Road and Huntington Tier

The restabalisation program is progressing well with Woodsdale Road having been completed. Eldon Road will be sealed Friday 19th March 2021. Native Corners Road will be sealed in the coming weeks.

Town and General Maintenance

General town maintenance is continuing.

East Bagdad Road kerb and gutter has been constructed with footpath and landscaping works to be undertaken.

Waste Management Program

Additional collections scheduled due to high demand. Improvements have been undertaken as required to adapt to new waste transfer bins. Risk assessments are also being undertaken at each site.

QUESTIONS WITHOUT NOTICE TO MANAGER, INFRASTRUCTURE & WORKS

General Manager provided information following the appointment of a new Manager Infrastructure & Works. Mr David Richardson will commence 19th April 2021.

Clr D Fish – Bowhill Road, Oatlands - commented on the good standard of works

Clr A Bisdee OAM – East Bagdad Road Kerb & Gutter – commented on the good standard of works

Mayor A Green - Rhyndaston Road – maintenance grading required – report of potholes in certain locations.

RECOMMENDATION

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

DECISION

Moved by Cllr D Fish, seconded by Cllr A Bisdee OAM

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

CARRIED

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

13. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)

13.1 Residential

Strategic Plan Reference 2.1

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

Nil.

13.2 Tourism

Strategic Plan Reference 2.2

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

Nil.

13.3 Business

Strategic Plan Reference 2.3

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

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 – Page 22

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

14.1.1 Heritage Project Program Report

DECISION

Moved by Deputy Mayor E Batt, seconded by Clr D Fish

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

CARRIED

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	✓	

14.1.2 Review of Heritage Collections Policy

DECISION

Moved by Deputy Mayor E Batt, seconded by Clr A Bisdee OAM

THAT:

- a) Council receive and note the report
- b) Consider endorsement of the Heritage Collections Policy (as amended) at the next Meeting (subject to any further amendments)

CARRIED

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	✓	

14.1.3 Review of Artist in Residence Policy

DECISION

Moved by Cllr R McDougall, seconded by Cllr K Dudgeon

THAT:

- a) Council receive and note the report; and
- b) Consider endorsement of the Artist in Residence' Policy (as amended) at the April 2021 Meeting (subject to any further amendments).

CARRIED

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

14.2 Natural

Strategic Plan Reference – page 23/24

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

14.2.1 NRM Unit – General Report

DECISION

Moved by Clr A Bisdee OAM, seconded by Clr D Fish

**THAT the Landcare Unit Report be received and the information noted
CARRIED**

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

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

Nil.

14.4 Regulatory (Development)

Strategic Plan Reference 3.4

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

Nil.

14.5 Regulatory (Public Health)

Strategic Plan Reference 3.5

Monitor and maintain a safe and healthy public environment.

Nil.

14.6 Regulatory (Animals)

Strategic Plan Reference 3.6

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

DECISION

Moved by Clr R McDougall, seconded by Deputy Mayor E Batt

THAT the Animal Management report be received and the information noted.

CARRIED

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	✓	

14.6.2 Southern Tasmania – Regional Cat Management Strategy (2021-2026)

DECISION

Moved by Clr R McDougall, seconded by Clr K Dudgeon

THAT the Southern Midlands Council endorse the Southern Tasmania – Regional Cat Management Strategy (2021-2026).

CARRIED

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	✓	

14.7 Environmental Sustainability

Strategic Plan Reference 3.7

Implement strategies to address the issue of environmental sustainability in relation to its impact on Councils corporate functions and on the Community.

Nil.

15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY)

15.1 Community Health and Wellbeing

Strategic Plan Reference 4.1

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

Nil.

15.2 Recreation

Strategic Plan Reference 4.2

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

Nil.

15.3 Access

Strategic Plan Reference 4.3

Continue to explore transport options for the Southern Midlands community / Continue to meet the requirements of the Disability Discrimination Act.

Nil.

15.4 Volunteers

Strategic Plan Reference 4.4

Encourage community members to volunteer.

Nil.

15.5 Families

Strategic Plan Reference 4.5

Ensure that appropriate childcare services as well as other family related services are facilitated within the community / Increase the retention of young people in the municipality / Improve the ability of seniors to stay in their communities.

Nil.

15.6 Education

Strategic Plan Reference 4.6

Increase the educational and employment opportunities available within the Southern Midlands

Nil.

15.7 Capacity & Sustainability

Strategic Plan Reference 4.7

Build, maintain and strengthen the capacity of the community to help itself whilst embracing social inclusion to achieve sustainability.

15.7.1 Oatlands Structure Plan - Progress Report

DECISION

Moved by Clr K Dudgeon, seconded by Clr A Bisdee OAM

THAT Council receive and note this report.

CARRIED

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	✓	

15.8 Safety

Strategic Plan Reference 4.8

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

15.8.1 Southern Midlands Municipal Emergency Management Plan

DECISION

Moved by Cllr A Bantick, seconded by Cllr Deputy Mayor E Batt

THAT the Southern Midlands Municipal Emergency Management Plan (as amended) be endorsed and submitted to the State Emergency Service for formal approval.

CARRIED

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

15.9 Consultation & Communication

Strategic Plan Reference 4.8

Improve the effectiveness of consultation & communication with the community.

Nil.

16. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)**16.1 Improvement****Strategic Plan Reference 5.1**

Improve the level of responsiveness to Community & Developer 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 ICT systems / maintain the Business Process Improvement & Continuous Improvement framework

Nil.

16.2 Sustainability**Strategic Plan Reference 5.2**

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 / Ensure that exceptional customer service continues to be a hallmark of Southern Midlands Council

16.2.1 Tabling of Documents

Letter from Joan Cantwell regarding Callington Mill Distillery development.

RECOMMENDATION

THAT the document be tabled and received.

DECISION

Moved by Clr D Fish, seconded by Clr K Dudgeon

THAT the document be tabled and received.

CARRIED

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	✓	

16.2.2 Elected Member Statements

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

Nil.

16.2.3 Local Government Association of Tasmania 2021 General Management Committee Election 2021

DECISION

Moved by Clr R McDougall, seconded by Clr A Bisdee OAM

THAT Council nominate Mayor Alex Green as a representative on the LGAT General Management Committee (Category – Southern Electoral District – Population less than 20,000).

CARRIED

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	✓	

16.3 Finances**Strategic Plan Reference 5.3**

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.

16.3.1 Monthly Financial Statement (period ending 28 February 2021)**DECISION**

Moved by Clr A Bisdee OAM, seconded by Clr K Dudgeon

THAT the Financial Report be received and the information noted.

CARRIED

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	✓	

16.3.2 Monthly Oatlands Aquatic Centre Capital Expenditure Report (period ending 28 February 2021)**DECISION**

Moved by Deputy Mayor E Batt, seconded by Clr D Fish

THAT the Oatlands Aquatic Centre Capital Expenditure Report be received and the information noted.

CARRIED

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	✓	

16.3.3 Financial Management Strategy and Long-Term Financial Management Plan, 2020/21 to 2029/30**DECISION**

Moved by Cllr D Fish, seconded by Cllr A Bisdee OAM

THAT in accordance with sections 70 and 70 A of the *Local Government Act 1993*, Council formally adopt the Financial Management Strategy and Long-Term Financial Management Plan.

CARRIED

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

17. MUNICIPAL SEAL

Nil.

18. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

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

1. Tunbridge Community Hall – Financial Assistance
2. Community Walks

18.1 Tunbridge Community Hall – Financial Assistance

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 22 MARCH 2021

Attachment: Nil

ISSUE

Council to consider providing financial assistance to the Tunbridge Community Hall Management Committee to assist with repair works at the Tunbridge Community Hall.

BACKGROUND

Councillors have previously been briefed regarding the Tunbridge Community Hall and the incident which occurred on Wednesday 17th March 2021.

Unfortunately this incident involved an uninsured vehicle, whereby the driver experienced a medical episode causing him to lose control of the vehicle. This uncontrolled vehicle then caused significant damage to the front and side of the Hall building.

Damage to the Hall has been estimated at \$30,000.

Based on inquiries to date, neither the driver of the vehicle, nor the Hall Management Committee have adequate financial resources to carry out the repairs.

DETAIL

Recognising the importance of the Tunbridge Community Hall to the local community, the Southern Midlands Council is asked to contribute an amount of \$12,500 to assist with repairs.

This amount is based on securing a matching commitment from the Tasmanian Government (i.e. \$12,500), with the remaining \$5,000 to be provided by the Hall Management Committee and/or the driver of the vehicle.

It is confirmed that a submission has been made to the State Government, through the Hon. Minister Jane Howlett MLC, and whilst positive feedback has been received, formal approval has not been received at the time of writing this report.

Human Resources & Financial Implications – refer above detail.

Community Consultation & Public Relations Implications – positive.

Policy Implications – N/A
Priority - Implementation Time Frame – Immediate.

RECOMMENDATION

That the Southern Midlands Municipal commit an amount of \$12,500 to assist with repairs at the Tunbridge Community Hall.

DECISION

Moved by Clr R McDougall, seconded by Clr A Bisdee OAM

THAT the Southern Midlands Municipal commit an amount of \$12,500 to assist with repairs at the Tunbridge Community Hall.

CARRIED

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	✓	

18.2 Community Walks

Author: WENDY YOUNG (CORPORATE COMPLIANCE OFFICER)

Date: 22 MARCH 2021

Attachment: Nil

ISSUE

Information has been provided to the walkers that the community walks are ceasing, however this information is not entirely correct, the intention was to review the community walks program.

Background

The Community walks were previously run by Rural Primary Health and transitioned to Council 4 years ago upon their demise.

Prior to COVID 19, Council supported 10 community walks per year, subsidising the bus and providing a staff member to drive the bus and participate in the walks. Last year community walks were undertaken in February, March, October, November, and December. On average between 10-12 regular walkers participated in the activity, with the same 10-12 people regularly attending.

The participant would pay \$10 towards the cost of the bus, with Council subsidising the balance usually between \$50 - \$100, however on one occasion a subsidy of \$560 was payable, when the community bus was unavailable, and a decision was made to hire Blythe coaches.

On a normal year Council contributes approximately \$5,000 towards this program, but it effectively only supports between 10-12 walkers. I believe that in its current form, this is unsustainable for Council to continue provide.

Options to consider:

1. Council co-ordinate a walk schedule and liaises with the walkers, e.g. providing a date and place to walk (but not participate in the walk), it is then up to the participant to make their own way to the destination. The walkers may choose to travel individually, carpool or alternatively hire the community bus and pay the applicable fee.
2. Council Co-ordinate and participate in quarterly walks, with the view to increase participation therefore hiring a bus than can accommodate 40 + walkers and not limiting it too the 10-12 regular walkers. Increasing the cost to \$25 which would effectively cover the cost of hiring the bus. Therefore, the cost to Council would be approximately \$1,600 per year.
3. Council to provide a community walk for senior's week, paying for the cost of the bus and a staff member to participate. Again, trying to encourage maximum participation e.g. 40+ walkers. The cost to Council \$1,400.

Council may wish to choose all options, one or two of the options or provide another option to be considered.

RECOMMENDATION**DECISION**

Moved by Clr K Dudgeon, seconded by Clr A Bisdee OAM

THAT:

- a) **The information be received;**
- b) **The Coordinator of the Walk Program be requested to identify strategies to increase participation in the walks (and report back in May);**
- c) **The Coordinator of the Walk Program be requested to identify strategies that reduces the level of subsidy required for the program; and**
- d) **In the interim period, Council be prepared to fund he walks for the months of April and May 2021.**

CARRIED

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	✓	

DECISION

Moved by Clr R McDougall, seconded by Clr K Dudgeon

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	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Closed Council Minutes - Confirmation</i>	15(2)
<i>Applications for Leave of Absence</i>	15(2)(h)
<i>Audit Panel Minutes</i>	15 (2)
<i>Lake Dulverton Water Supply</i>	15(2)(c)
<i>Property Matter - Oatlands</i>	15(2)(f)

CARRIED

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

Moved by Clr K Dudgeon, seconded by Clr A Bisdee OAM

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.

CARRIED

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 MINUTES

19. BUSINESS IN “CLOSED SESSION”

19.1 Closed Council Minutes - Confirmation

In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.

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

19.2 Applications for Leave of Absence

In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.

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

19.3 Audit Panel Minutes

In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.

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

19.4 Lake Dulverton Water Supply

In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.

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

19.5 Property Matter – Oatlands

In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.

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

RECOMMENDATION

THAT Council move out of “Closed Session”.

DECISION

Moved by Clr K Dudgeon, seconded by Clr A Bisdee OAM

THAT Council move out of “Closed Session”.

CARRIED

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 MINUTES

20. CLOSURE

The meeting closed at 12.35 p m

**LAKE DULVERTON & CALLINGTON PARK MANAGEMENT COMMITTEE
MINUTES**

Monday 19th April 2021

Council Chambers, Oatlands 6.30 p.m.

TABLE OF CONTENTS

- 1. ATTENDANCE.....1**
- 2. APOLOGIES.....1**
- 3. CONFIRMATION OF MINUTES.....1**
- 4. BUSINESS ARISING FROM PREVIOUS MEETING.....2**
 - 4.1 LAKE DULVERTON WATER LEVELS2
 - 4.2 CALLINGTON PARK PLAYGROUND UPGRADE.....3
 - 4.3 FORESHORE PATHWAY - NEW PLUS EXISTING PATH UPGRADE (SECTION)3
 - 4.4 OATLANDS STRUCTURE PLAN.....4
- 5.0 TREASURER’S REPORT.....4**
- 6.0 OTHER MATTERS6**
 - 6.1 BUDGET 21/22 YEAR – ITEMS TO COUNCIL FOR CONSIDERATION6
 - 6.2 LAKE DULVERTON & DULVERTON WALKWAY ACTION PLAN 2017 - REVIEW8
 - 6.3 STOP OVER AREA8
 - 6.4 MAHERS POINT – FORMER PINE TREE AREA8
 - 6.5 LAKE DULVERTON – AQUATIC PLANTS- PERCEPTION OF WEEDS.....8
 - 6.6 CALLINGTON PARK – PLAYGROUND AND BBQ AREA USERS.....9
- 7.0 NEXT MEETING.....9**

**LAKE DULVERTON & CALLINGTON PARK
MANAGEMENT COMMITTEE**

MINUTES

Monday 19th April 2021

**6.30 p.m. Council Chambers
Oatlands**

MEMBERS:

Chairman: Councillor Don Fish (Proxy: Cllr R McDougall)

Parks & Wildlife Rep: Matthew Lindus (Proxy rep: t.b.c)

Resident Representatives: Mrs Maria Weeding, Mr Athol Bennett, Dr Robert Simpson, Mr Robert Foster, Mrs/Cllr Karen Dudgeon, Ms Helen Gear, Mrs Jenni Muxlow

The meeting opened at 6.33 p.m.

1. ATTENDANCE

Councillor Don Fish, Athol Bennett, Maria Weeding, Helen Gear, Cllr Rowena McDougall, Dr Robert Simpson.

2. APOLOGIES

Matthew Lindus, Jenni Muxlow, Karen Dudgeon

3. CONFIRMATION OF MINUTES

The Committee to confirm the 15th February 2021 minutes.

RECOMMENDATION

That the Committee confirm the minutes of the Lake Dulverton & Callington Park Management Committee meeting held on 15th February 2021.

SUB COMMITTEE RECOMMENDATION TO COUNCIL:

MOVED Dr Robert Simpson

SECONDED Mr Athol Bennett

THAT the Committee confirm the minutes of the Lake Dulverton & Callington Park Management Committee meeting, held on 15th February 2021.

CARRIED

4. BUSINESS ARISING FROM PREVIOUS MEETING

4.1 LAKE DULVERTON WATER LEVELS

The Lake Committee continues to express concern over the Lake Dulverton water levels, as has been noted at previous meetings. Previous work has indicated that a further 200Ml of water per year needs to be secured to have confidence in being able to retain water in the front section of the lake in the long term.

Since the last meeting of the committee (Feb 2021) the following has occurred:

2nd March: M Lindus, M Weeding, General Manager T Kirkwood met with a community based group of towns people (that are representatives of various local interests). The meeting was convened by one of the local community members, and Council officers and a Parks & Wildlife representative were requested to participate in the meeting. The group are interested to gain a better understanding of Lake Dulverton in respect to future directions and water level issues. At the meeting the group were informed of the current work being undertaken to address community concern associated the trend in declining water level. The other concerns that the group raised (amount of plants in the lake, fishing and zoning) were also discussed

March: A chance meeting occurred with a local member of parliament. The Member had expressed interest in assisting with the issues the community were facing in regard to the low water levels in the lake. A further meeting was then organised by the Member, to obtain more background information and detail on the situation with the lake. Background information on Lake Dulverton and the water level trend graphs were subsequently supplied to Member as requested.

March 15th A Council workshop was held. M Weeding attended to inform Council of the work that had occurred in the last few weeks, noting that time constraints had meant there had been no prior opportunity to speak with Councillors (as a group) before the workshop.

Late March/ early April: Council were asked to consider election funding priorities. Water for Lake Dulverton was one of several ‘projects’ that Council nominated for possible election funding. The Council’s nominations were sent to all electoral parties for their consideration.

At the last meeting it was suggested that the Committee also review alternative options for getting water to the Lake, and maybe this could be done at the next meeting of the Committee. It was noted that the past options explored would be much more expensive than the current preferred option. All options that have been looked at in the past would be difficult to achieve due to high capital costs with a big works program (that would require substantial funding) and agreements that would all need to be successfully negotiated with multiple parties (both private and government).

It was decided at the meeting that it would be best to leave any further discussion as to next steps until after the current State Government election. It was noted again that the sense of urgency still exists for the current proposed solution.

SUB COMMITTEE RECOMMENDATION TO COUNCIL:

RESOLVED

THAT the information be noted.

4.2 CALLINGTON PARK PLAYGROUND UPGRADE

Since the last meeting the following has occurred:

Two seats in two separate locations have been placed for people to use when seeking shade.

A drinking fountain for the area has been installed at the BBQ hut.

Surveillance cameras and a light poles for the area continue to be investigated. A meeting on site with the surveillance camera experts and another meeting with lighting people has occurred. An electrician has also been on site to assist to ensure the power supply is adequate.

A final project report regarding the \$500,000 Aust Govt funds has been completed and sent to the Dept of Infrastructure, Transport, Regional Development and Communications. The report has been accepted and signed off by the Australian Government.

Two seats within the playground have been installed (Tues 30th March), just in time for the Easter break.

Some longer term shade trees are to be planted at the site in the autumn of 2021.

RECOMMENDATION

That the information be noted and the work associated with the proposed surveillance cameras/ light poles continue to be progressed.

SUB COMMITTEE RECOMMENDATION TO COUNCIL:

RESOLVED

THAT the information be noted and the proposed surveillance cameras/ light poles continue to be progressed.

4.3 FORESHORE PATHWAY - NEW PLUS EXISTING PATH UPGRADE (SECTION)

Following the last meeting of the committee the following has occurred:

- Parks & Wildlife have issued an Authority to Undertake Works
- A Variation Request has been sent to the Australian Government to slightly amend the original application in terms of the outcome.
- The Threatened Species Permit, that was due to expire has been granted an extension of time.
- Works are planned to commence the week of 3rd May 2021.

RECOMMENDATION

That the information be noted and new path and the upgrade of the existing path continued to progress.

SUB COMMITTEE RECOMMENDATION TO COUNCIL:

RESOLVED

THAT the information be noted.

4.4 OATLANDS STRUCTURE PLAN

The draft Oatlands' Structure Plan was considered at the last meeting of the Committee. Comments were made and recorded at the meeting. The Committee's comments and overall appraisal of the plan was subsequently compiled. The document was then submitted to the Council's Development and Environmental Services Department as part of the public submission phase. This Department is over-seeing the development of the Structure plan. The public consultation phase submissions received were then considered at the meeting of the projects Steering Committee on Tuesday 13th April. The public submissions were considered and all the information will now go back to the Consultant that is developing the Plan. It is understood that there will be greater emphasis on Lake Dulverton added in to the Plan in respect to the water levels, as well as more detail on the proposed traffic management options for the foreshore area.

SUB COMMITTEE RECOMMENDATION TO COUNCIL:

RESOLVED

THAT the information be noted.

5.0 TREASURER'S REPORT

A statement detailing Receipts and Expenditure for the financial year to date was tabled at the meeting.

RECOMMENDATION

That the statement detailing Receipts and Expenditure for the financial year to date be received and noted.

SUB COMMITTEE RECOMMENDATION TO COUNCIL:

MOVED Dr Robert Simpson

SECONDED Mr Athol Bennett

THAT the statement detailing Receipts and Expenditure for the financial year to date be received and noted.

CARRIED

6.0 OTHER MATTERS

6.1 BUDGET 21/22 YEAR – ITEMS TO COUNCIL FOR CONSIDERATION

The Committee will need to consider items that it desires to nominate for progress/ works in the 2021/2022 Financial Year. A preliminary budget table has been included for noting and discussion by the Committee at the meeting. (See attached).

The Committee added in a request for funds for a A4 double sided one page (or similar) brochure on the lake to be produced on the lake. It was agreed to add this to the proposed budget to be passed on to Council with \$5000 as the nominated amount.

There was also discussion on more play equipment at Callington Park that would target people with a disability. Play type of equipment for this is now referred to as an ‘all inclusive’ playground. It was thought that this play equipment idea would need more investigation and funds would have to be through a grant to have more playground items installed.

The final decision for what is included in the Committee 21/22 Lake Dulverton & Callington Park budget is at the discretion of Council. Items for consideration by Councillors are required by 23rd April to meet the Council budget workshop timetable.

RECOMMENDATION

That the Committee items nominated for funding in the year 2021/2022 be forwarded to Council for further consideration as part of the Council 2021/2022 budget deliberations process.

SUB COMMITTEE RECOMMENDATION TO COUNCIL:

MOVED Dr Robert Simpson

SECONDED Mr Athol Bennett

THAT the Committee submit the budget to Council for funding consideration as part of the Council 21/22 budget deliberations.

CARRIED

0	Item/Activity	Lake Dulverton & Callington Park Management Committee Proposed 20/21 Works Schedule and Budget Detail NEW ITEMS IN BOLD			NEW Budget Request 21/22	Budget 21/22 Balance
		Current funds & Projects				
1	Balance forward	Lake Dulverton Commonwealth Account	15538			15538
	Callington Park	<p>1. Repair and replace some missing sandstone at top of well. \$2000</p> <p>2. Two seats with arm rest and back support (only one seat like this is currently on site). \$7000 total (includes est. delivery & installation cost). Note: One seat may be incorporated into a table and seat combination).</p> <p>3. Additional funds (mainly underground power costs) to install lighting and surveillance at Callington Park. \$6000. (Currently committee has own funds for bulk of the expenses associated with this).</p> <p>4. Contracted service to manage the upkeep of the new turf surface - fertilizer and coring etc, irrigation system controlling of scheduling regime, maintenance and weed incursions at Callington Park BBQ / Playground area. (Quote was requested and subsequently provided by Specialist) \$4000 (not mowing and general maintenance of site)</p>		19000		19000
2	Lake Dulverton foreshore	Pathway created from High Street to the Stop Over Area (currently no path exists) <i>Note: this budget is funded by the 2019 Federal Election commitment.</i>	85000			85000
3	Lake Dulverton foreshore	Upgrade of pathway from Stop over area to area opposite Esplanade houses. <i>Note: this budget is funded by the 2019 Federal Election commitment.</i>	135000			135000
4	Lake Dulverton foreshore & corridor	Planting on foreshore and general work as required \$2000. Purchase and placement of three additional 90W solar lights for walking track : (culvert&gate area @ Mahers Pt cottage, rail line area at Hay Street, bridge at Hawthorn Bay) \$1800		3800		3800
5	Midlands Water Scheme	Operating budget - purchase of water for Lake Dulverton <i>(Note: Current budget + 10%)</i>		30938		30938
6	Lake Dulverton Brochure	Brochure (A4 page x1) for visitors to the area re Lake - environs, flora & fauna info. Graphic Designer and printing of flyers.		5000		5000
7	Marys Island	Investigate feasibility of some form of access from end of Mahers Point across to Marys Island. Planning, public consultation and preliminary engineering. (Note: link to Marys Island idea already passed through one lot of consultation when current Action Plan was out for public comment)				
8			0			0
			235538 \$	58,738		294276

6.2 LAKE DULVERTON & DULVERTON WALKWAY ACTION PLAN 2017 - REVIEW

It was discussed that the *Lake Dulverton and Dulverton Walkway Action Plan 2017* be reviewed and updated. There are many projects and /or works in the plan that have been or are in the process of being undertaken in relation to Lake Dulverton and the walking track. There are a few initiatives that have come out from the public consultation process in regard to the Oatlands Structure Plan that relate to Lake Dulverton and walkways etc.

RECOMMENDATION

That the Committee, in consultation with the public, undertake a review of the *Lake Dulverton and Dulverton Walkway Action Plan 2017* to update the document. It is proposed that the next meeting of the committee determine what should be included in the initial draft plan, and the process for public consultation.

SUB COMMITTEE RECOMMENDATION TO COUNCIL:

RESOLVED

THAT the Committee look to review the plan in more detail at a subsequent meeting as an initial step.

6.3 STOP OVER AREA

Discussion on the current Stop Over available to campers and motorhome people was discussed. It was noted that the area (both the foreshore and a section of Callington Park) was very popular. Donations received and written notes from many of the users of the area were most complimentary and expressed a great appreciation for the site and the town of Oatlands.

It was noted that the accommodation proposal on the corner of Callington Park may or may not eventuate, but currently the Committee felt there should be no issue in continuing with the existing arrangements, as has been the case for many years.

It was noted that the Committee would strongly oppose any change to the current model, as it appears to be working well. It is known that the use of this area benefits Oatlands and the region by assisting local businesses, consumers, visitors and the community. It is recognised that there are many good stories for Oatlands generated from users of the site, which ultimately promotes the local and wider region of Southern Midlands.

6.4 MAHERS POINT – FORMER PINE TREE AREA

A query was raised from a member of the public as to further plans for the former Pine Tree area at Mahers Point in regard to further change to the site. It was confirmed that there was no further plans for any additional works on the site. There was no arrangement with Parks and Wildlife or the Aboriginal Heritage Trust for any further change to the site following the removal of the trees.

6.5 LAKE DULVERTON – AQUATIC PLANTS- PERCEPTION OF WEEDS

A query was raised from a member of the public as when the Committee would be able to 'spray out the weeds in the lake'. It was noted that apart from any Cumbungi growing in the lake water that was actively being controlled in the lake, the so called 'weeds' growing in the

water area that are being referred to were actually native aquatic plants. There would be no plans to spray any such plants in the lake.

6.6 CALLINGTON PARK – PLAYGROUND AND BBQ AREA USERS

It was noted that there have been several members of the public that have expressed concern that there is no close by toilet facility at Callington Park. The problem arises for people in charge of young children in the area, particularly when that adult has more than one child using the playground, but then need to take one child off site to use the closest toilet (around the corner and on the foreshore of the Lake). It was noted that this was also an issue that was raised as a concern by the community, during consultation for the proposed Oatlands Structure Plan currently being developed.

7.0 NEXT MEETING

Monday 19th July 2021, Oatlands Council Chambers, at 6.30 p.m.

The meeting closed at 8.20 p.m.

* * * * *

CONFIRMED THIS DAY OF....., 2021

.....CHAIRMAN

**Kempton Streetscape Group meeting
2.15pm, 19 April 2021 at the Kempton Council Chambers**

Present

Carolyn Bassett
Edwin Batt
Denise Booth
Helen Geard
John Hay
Catherine Johnson
Tim Kirkwood
Maria Weeding

Apologies

Andrew Benson
Linda Cartledge

Minutes

The minutes of the last meeting held on 17 November 2020 were circulated. It was resolved to accept the minutes.

Retirement – Shane Mitchell

Shane Mitchell is on leave until he retires from the Southern Midlands Council in July 2021. Shane's voluntarily contribution to maintaining the Kempton clock tower was noted and appreciated.

Playground at Recreation Ground

The nest swing at the playground was installed prior to Christmas and is being well used.

The picnic table within the playground still needs attention and cleaning. Using the Bridgewater Men's Shed to construct a new picnic table was investigated. Unfortunately, they are unable to construct a picnic table to the standard / 'strength' required for public use.



Heritage Building Solutions was asked if they could re-vamp the existing picnic table. The cost of pulling apart the picnic table to clean, sand and maintain it was prohibitive. Heritage Building Solutions can however construct new treated pine (90 x 45mm timber) picnic tables at a cost of \$2,000 each. Each picnic table will need to be secured onto a concrete pad.

There has been requests from members of the public for new pieces of play equipment including a duel zip line and this would mean increasing the size of the playground. The suggestion was to move the existing playground fence to meet the road fence so that the kiosk is within the playground space.

There was then discussion about the kiosk and how it could be 'activated' rather than using it as a storage area. One suggestion was calling for expressions of interest from people who may be willing to create a 'pop up' coffee outlet / café / retail space. Another option was to modify the kiosk structure so it could be better utilised as a bbq area / picnic table shelter.

The discussion then moved to looking at how the playground could link with the gathering area near the grandstand, use of grassed areas for marquees and using the old ticket box for other purposes. It was also noted that there are footpath works planned for the roadside from the recreation ground heading north that may affect the area.

It became evident during these discussions that an overall future plan for the wider area is required showing development stages. Consultants Philip Leighton are potentially available and they could develop a concept plan for use during a public consultation process. It is important that the wider community is supportive of any future development of the playground and the area surrounding the grandstand / old entrance.

A consultant from Philip Leighton will be asked to visit the Recreation Ground and Group members will be invited to attend to provide feedback and ideas.

Mural and silhouette

There have been many positive comments about the mural and silhouette. Carolyn was thrilled with the support of a local sign writer to complete the required lettering. The Lower Midlands Art Group should be congratulated on their achievement. A brass plaque will be affixed to the wall to acknowledge their work. An anti-graffiti coating will be applied to the mural in the near future. Paul Lang will facilitate the installation of a metal seat on the footpath near the mural.

Clock tower

Members of the community are keen to have a clock tower that 'tells' the right time and can be easily seen at night.

Required works-

Replace cracked glass (this means also reinstating the clock face);
making the clock mechanism work even if there is a power outage (potentially install an uninterruptable power supply);
installing LED lighting to create an even light behind the clock faces; and
examining what can be done to make the clocks easier to maintain.

Need to contact Jonesy's Electrical to seek professional assistance regarding power and lighting options. Also need to contact a glass expert regarding options for the clock faces. Need to be aware of heritage considerations when selecting possible solutions.



RSL/Memorial Hall building and forecourt upgrade

The upgrade of the Hall and forecourt is progressing well. At the end of March 2021 approximately \$92,600 had been expended on the project. Curb and guttering works will be undertaken on 20 April 2021.



Group members were shown two bollard options for installation around the forecourt perimeter. Members selected a flexible black bollard.

As part of Australian Government grant guidelines there needs to be an 'official opening' to recognise the project works undertaken. Proposed dates Monday 12 July 2021 at 10.30am, Tuesday 13 July 2021 at 2.30pm or Wednesday 14 July 2021 at 10.30am.

Proposed Council budget 2021/22

It was noted that \$41,348 had been proposed for Kempton footpath upgrades.

Members determined that a budget of \$25,000 should be requested for the Kempton Recreation Ground to install two new picnic tables, replace the existing children's slide and develop a concept plan for the playground and surrounding area. The playground fence will also be moved (after the area concept plan is development and accepted).

RSL/Memorial Hall site visit

Group members visited the Hall to view progress and discuss the location of bollards and other features. It was determined that up to eight bollards would be required to complete the project.



Next meeting

The next informal meeting will be held in conjunction with a visit from the Philip Leighton consultants, at a date to be determined.

Meeting finished 4.20pm.



**SOUTHERN TASMANIAN COUNCILS AUTHORITY
DRAFT MINUTES**

**Minutes of a meeting of the Southern Tasmanian Councils Authority held on
22 February 2021 commencing at 11.00am**

Present: Brighton Council – Deputy Mayor Barbara Curran and Mr James Dryburgh
Derwent Valley Council – Mayor Ben Shaw and Mr Dean Griggs
Hobart City Council – Deputy Lord Mayor Helen Burnet and Mr Nick Heath
Huon Valley Council – Mayor Bec Enders and Mr Emilio Reale
Sorell Council - Mayor Kerry Vincent and Mr Robert Higgins
Southern Midlands Council - Mr Tim Kirkwood
Tasman Council – Mayor Kelly Spaulding

Apologies: Central Highlands Council – Mayor Loueen Triffitt and Ms Lyn Eyles
Glamorgan/Spring Bay Council – Mayor Robert Young and Mr Greg Ingham
Southern Midlands Council - Mayor Alex Green
Tasman Council – Ms Kim Hossack

1. Welcome and apologies

The Chair opened the meeting at 11.25am following a tour of the Willow Court Precinct. An Acknowledgement to Country was provided and apologies for the meeting were noted and are listed above.

2. Confirmation of the minutes of the meeting held on 23 November 2020

RECOMMENDATION

That the minutes of the meeting of the Southern Tasmanian Councils Authority (STCA) Board held on 23 November 2020 be confirmed as a true record of that meeting.

Moved: Mayor Shaw

Seconded: Mayor Spaulding

CARRIED



3. Matters Arising

The information in relation to the Southern Tasmanian Cat Management Strategy and Regional Economic Development Strategy was noted by the Board.

4. 2021/22 STCA Budget and Future Funding

Mr Heath and Mayor Vincent (Chair of the Governance and Audit Committee) provided an overview of the paper relating to the 2021/22 STCA Budget and future funding. It was noted that the proposed 2021/22 budget, which will be provided to the 17 May Board meeting for adoption, covers administrative costs as well as an allocation for the development of an Economic Development Strategy and the continuation of the Waste Communications Memorandum of Understanding. It was noted that in the future, projects will need to be funded on a project-by-project basis, including the Garage Sale Trail.

In discussing this item, the Board resolved that correspondence be sent to member councils requesting a contribution of \$2,666 to cover the cost of administration expenses. Member councils will be asked to provide any feedback on the proposal.

Moved: Mayor Shaw

Seconded: Mayor Enders

CARRIED

5. Statewide Waste Communications Memorandum of Understanding

The Board discussed the correspondence from the Chair of the Southern Tasmanian Waste Management Group providing an update in relation to the Waste Communications Memorandum of Understanding. The correspondence noted that a formal request will be provided to the STCA once the MOU is resolved by the three regional waste groups.

Moved: Mayor Vincent

Seconded: Mayor Spaulding

CARRIED

6. Community Consultation for the 2021/22 Tasmanian Budget

It was agreed that an amendment would be made to the Tasmanian Budget submission to include a reference to transport infrastructure as part of the 'more reliable, accessible and affordable public transport services' component of the submission.

Moved: Deputy Lord Mayor Burnet

Seconded: Mayor Shaw

CARRIED



7. Regional Climate Change Adaptation Project - Survey

It was noted that a Regional Climate Change Adaptation Project survey was distributed to General Managers. The survey will help inform the STCA and UTAS to prepare for the workshops which will form part of the project. Responses can be sent to the STCA secretariat.

8. Australian Local Government Association Conference

The Chair spoke to this item, encouraging those who are able to attend the conference which is being held between 20 and 23 June 2021. Early bird registrations are available. The Chair advised that she would send out information to Board members.

9. Representation Updates

LGAT – GMC Activities

Mayor Shaw spoke about the activities of the LGAT since the last update provided in November 2020. This included strategic planning work for ALGA which has been undertaken focussing on advocacy on a number of issues, including the restoration of FAGs to a level equal to 1% of Commonwealth taxation revenue, the sustainability of local government, possible continuation of the LRCI program, climate change mitigation and waste.

A strategic planning session with the LGAT occurred with similar themes including discussion around service delivery models, Independent Living Units and regional land use plans.

The Board noted the update provided.

Destination Southern Tasmania

The Chair advised that the Destination Southern Tasmania Board has discussed a number of matters including a new funding model for Events Tasmania and a reduction in fees for non-members. The tourism industry is hoping for a busy autumn period with top-end hotels performing well.

The Board noted the update provided.

10. Updates of Projects

South East Regional Development Authority

Mayor Vincent provided an update on the South East Regional Development Authority (SERDA) advising that they have been extremely busy with demand continuing to grow.

The Board noted the update provided.



Regional Climate Change Initiative

The Chair provided an update on the Regional Climate Change Initiative, including that no announcement has yet been made about the Australian Research Council Grant. Given this, the key players will be meeting to discuss other options. The benefits of better coordination amongst stakeholders (STCA, TCCO, LGAT) was noted.

The Board noted the update provided.

11. 31 December 2020 Draft Financial Statement

Mr Heath spoke to the draft 31 December 2020 financial statement, noting that with 50 per cent of the year elapsed, 43.13 per cent of the annual budget has been spent and \$318,817 has been carried forward.

Recommendation

The draft STCA financial position to 31 December 2020 be noted.

Moved: Mayor Shaw

Seconded: Mayor Spaulding

CARRIED

12. Governance and Audit Committee Meeting Minutes

The Governance and Audit Committee minutes from the 9 February 2021 meeting were noted.

Recommendations

The minutes from the Governance and Audit Committee Meeting be noted.

Moved: Mayor Shaw

Seconded: Mayor Spaulding

CARRIED

13. Other Business

No other business was discussed.

14. Next Meeting

It was agreed that Huon Valley Council would host the next meeting which is to take place on Monday 17 May 2021.

Meeting closed at 12.30pm.

Southern Tasmanian Regional Land Use Strategy

Regional strategic land use planning is absolutely necessary.

Major land use planning decisions in one part of Greater Hobart have consequences across the whole metropolitan area and often across the entire Southern region.

Planning on a 'whole of region' basis is necessary with significant opportunities at this level of planning to better integrate land use and infrastructure planning. Without coordinated regional planning, we are not going to be able to provide the best outcomes for future generations, including addressing congestion, urban sprawl and the social impacts of living on the urban fringe.

The *Southern Tasmanian Regional Land Use Strategy* (STRLUS) currently covers each of the twelve Southern Tasmanian Councils.

The *Land Use Planning and Approvals Act 1993* provides that:

'The Minister must keep all regional land use strategies under regular and periodic review'

Unfortunately, the Act does not detail how such a regular review is to occur and whilst there has been ongoing discussion with the Tasmanian Planning Commission since the introduction of the STRLUS in regard to formalising a review mechanism for the Regional Land Use Strategies, to date no agreed position on a review process has been able to be reached.

In the absence of a formalised arrangement, the ongoing review and maintenance of the STRLUS tends to be sporadic and ad hoc.

Without regular maintenance and review of the STRLUS, the Strategy will quickly become further out of date and indeed a barrier to good, practical development in Southern Tasmania which is critical as we rebuild the economy post-COVID-19.

The Southern Tasmanian Councils Authority calls for a commitment to a wholesale review of the *Southern Tasmanian Regional Land Use Strategy* with appropriate resourcing allocated to undertake the review, including a financial commitment of \$500,000 per year for two years for updating the Regional Land Use Strategies.



Training and Skill Development

Training and skill development should be accessible, affordable and relevant to regional populations and industries.

Sorell, Tasman, Clarence and Glamorgan Spring Bay Councils have funded a Workforce Engagement and Development Officer for three years to work with community employers, industry groups, trade training centres and registered training authorities to support, encourage and train for employment across the South East region. The South East Employment Hub has been extremely successful and now Brighton, Central Highlands, Derwent Valley and Southern Midlands Council are co-funding a similar role for three years with assistance from the Tasmanian Community Fund; this resource will interact with the South East region.

Low education outcomes impede Tasmania's young people and working age population from participating in regular employment. Educational attainment is positively linked to higher levels of employment, increased labour force participation, higher wages and higher levels of productivity.

The COVID-19 pandemic has seen young people hit hard by job losses with nearly one-in-five Tasmanians aged 15-24 having lost their employment from March to May 2020. Appropriate courses and training pathways will be critical in supporting young people to find jobs in a shrinking and competitive labour market.

Job creation in regions is critical with more opportunities needed to support jobs in local regions as well as structured courses that are relevant, cost effective and able to deliver the required training and complement the skill level required in current and future job markets. Regional trade training centres have proven to be the most effective means of engaging local communities to deliver the required targeted training matched to local employment needs and opportunities.

The provision of funding to support regional training centres is therefore critical. The Sorell Trade Training Centre is operating beyond capacity reflecting the effectiveness of the model and the growing regional demand. Funding of \$3M has been sought from the Australian and Tasmanian governments to increase operational capacity, however, with current and forecast population growth this will need to be increased to \$5M.

Upskilling and re-skilling Tasmanian workers will be critical in our recovery from the impacts of COVID-19 with a concerted response to the rapid decline in new apprentices and trainees across a range of sectors pointing to a future skills shortage.

In February this year it was pleasing to see the extension of the South East Employment Hub with funding of \$300,000 for a further 12-months and a commitment to work with local government, stakeholders and community partners to ensure the model continues to meet the current and future needs of the community. It is recommended that this funding be further extended and that separate funding for a South Central Employment Hub also be provided. With the South Central region beginning its three year program of workforce engagement and development and with large scale projects such as the Bridgewater Bridge in the pipeline, it is the ideal time to support the establishment of a regional employment hub to maximise the benefits of these other investments.

A commitment to local training and skill development will be even more critical as we emerge from the COVID-19 pandemic with strong potential for the South East region model to be expanded to

other regions around Tasmania, including the Huon Valley. A recent workforce planning study for the Huon Valley has identified the need for a similar program as the one delivered in Sorell and Brighton to be located at the Huon Valley Trade Training Centre. It was disappointing that the Huon Valley Council was unsuccessful in acquiring funding for a Workforce Engagement and Development Officer operating from the Huon Valley Training Centre.

The Southern Tasmanian Councils Authority calls for the provision of financial assistance to support, encourage and train for employment across the South East, South Central and South regions through the establishment of regional employment hubs and increased Trade Training Centre capacity to accommodate forecast population growth.



Greater Investment in Public Transport Services and Infrastructure

The Southern region's public transport system is bus-based with Metro Tasmania providing the majority of bus services within metropolitan Hobart, with bus services to urban fringe areas and regional communities provided largely by private operators.

The Tasmanian Government is to be commended for its fare amnesty which it put in place during the COVID-19 pandemic which allowed passengers time to adopt to alternative payment options where available.

The Southern region has a small but highly dispersed population which poses a significant challenge to providing a transport system that sustainably meets the travel needs of industry and the community.

In rural areas, connectivity to key regional centres and to metropolitan Hobart continues to be a major issue facing communities. The lack of public transport to rural areas restricts people's ability to access higher education, employment, health services and social and recreational opportunities. The fares associated with using public transport in regional areas is sometimes out of reach for many people including concession card holders.

Increasing the attractiveness of public transport requires measures such as more frequent and direct services, improved affordability for regional areas, better information and communication of transport options (e.g. real time travel information) and bus priority measures. In addition more bus stop shelters, park and ride facilities and a more flexible approach to public transport is required for the Southern region.

Actions in the Hobart City Deal Implementation Plan include encouragement to uptake public transport, advance investigation into landside and port infrastructure requirements for a Derwent River Ferry Service and progress on the activation of the Northern Suburbs Transit Corridor which will go some way to addressing the issues facing public transport.

Increased government spending on public transport services will encourage greater utilisation of services by commuters and thus contribute to reducing traffic congestion.

The Southern Tasmanian Councils Authority calls for greater investment in public transport services to assist with the delivery of more reliable, accessible and affordable services and enhanced infrastructure for Southern Tasmania.



Local Government Climate Strategy and Council Climate Action Templates Project

The Local Government Climate Strategy and Council Climate Action Templates Project is a multi-disciplinary collaboration between the STCA, UTAS, City of Hobart, Greater Hobart Councils and Launceston City Council.

It will assist and support councils to better understand, manage and respond to climate change, mitigation and adaptation, at the corporate and community levels including: climate change impacts, low carbon transitions and disruptions, corporate governance, emergency management, organisational risk and liabilities, financial and asset planning concerns.

The Project seeks to harmonise and standardise council climate action by providing a consistent and coordinated approach across Tasmanian councils to climate issues at levels of: social, physical, cultural, economic and natural resources values, across Tasmania.

Partner commitments include \$100,000 (STCA); \$100,000 (in-kind research from UTAS) and \$25,000 (Launceston City Council).

The Southern Tasmanian Councils Authority calls for a further commitment of \$400,000 over three years for the delivery of the Local Government Climate Strategy and Council Climate Action Templates Project to all Tasmanian councils.

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

SOUTHERN
MIDLANDS
COUNCIL



PID: 5842397 - DA2020/164
99 High Street Oatlands
Title Ref: 240022/1

SMC - KEMPTON

RECEIVED

16/12/2020

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

John Ibrahim

99 High street Oatlands 7120

Postal Address

Phone No:

Fax No:

Email address

john@caltexm4.com.au

Applicant Name

Hamid Saeidi

(if not owner)

Postal Address

Unit 19, 6-20 Braidwood St, Strathfield South NSW
2136

Fax No:

Email address:

h.saeidi@dasco.net.au

Description of proposed use and/or development:

Address of new use
and development:

99 high street Oatlands

Certificate of Title
No

Volume No

Lot No:

Description of Use

Commercial

Development on site

Approved DA for construction of distillery

Refer Definitions in Clause 8.2 of
the Southern Midlands Planning
Scheme 2015

Attach additional information if
required.

current use of land
and building

E.g. 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

Is any signage proposed?

Please tick ✓ answer

Yes



No



PID: 5842397 - DA2020/164
99 High Street Oatlands
Title Ref: 240022/1

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	N/A		Approximate number of commercial vehicles servicing the site in the future				
Number of Car Parking Spaces	How many car spaces are currently provided	N/A		How many new car spaces are proposed	N/A			

Please tick ✓ answer

Is the development to be staged: Yes No

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	refer Architectural Plans please Attached	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	\$ 200,000.00

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)	Date
	HAMID SAEIDI	11/12/2020
Land Owner(s) Signature	Land Owners Name (please print)	Date
	JOHN IBRAHIM	11/12/2020
Land Owner(s) Signature	Land Owners Name (please print)	Date

01-022

VOL. FOL.

ANNEXURE TO CERTIFICATE OF TITLE 3666 10

REGISTERED NUMBER

240022

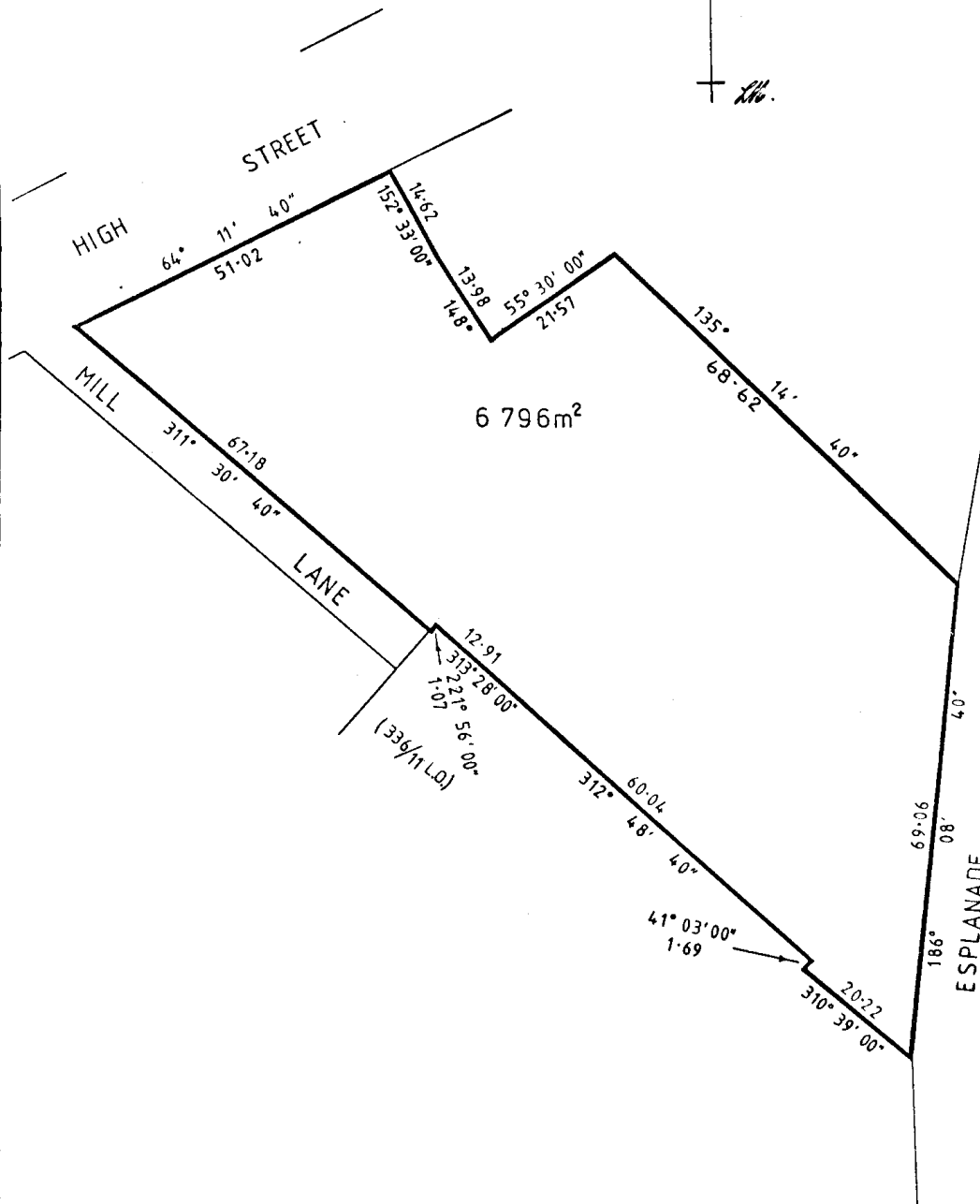
Deputy Recorder of Titles



SMC - KEMPTON
RECEIVED
10/02/2021

Lot 1 of this plan consists of all the land comprised in the above-mentioned cancelled folio of the Register

Lengths are in metres
TWN. OATLANDS
S.P. 9950



RECEIVED
10/02/2021

Environmental Effects Report

Callington Mill Distillery peated
whisky equipment

Final for submission

10 February 2021



ERA Planning Pty Ltd trading as ERA Planning and Environment

ABN 67 141 991 004

This document may only be used for the purposes for which it was commissioned and in accordance with the Terms of Engagement for the commission. Unauthorised use of this document in any form whatsoever is prohibited.

Cover image source: Cumulus Studio

Job Number: 1617-085

Document Status

Document Version	Date	Author	Reviewer
DRAFT_V1	10 Feb 2021	James Hill	Anahita Jungalwalla Mark O'Brien
FINAL_V1	10 Feb 2021	James Hill	Anahita Jungalwalla Mark O'Brien

Contents

1	Introduction	1
1.1	Background and purpose	1
1.2	Summary of proposal	1
1.3	Site and surrounds	2
2	Environmental effects	3
2.1	Roll mill house	3
2.2	Conveyor system	3
2.3	Peat smoker	3
2.4	Storage and disposal of peat, grain, and water	4
2.5	Vehicle trips	4
3	Conclusion	5
	Appendix A Additional information request	
	Appendix B Proposal plans	
	Appendix C Roll Mill Detail	
	Appendix D Falcon Chain Conveyor	

1 Introduction

1.1 Background and purpose

A planning permit application (Council reference DA 2020/164) is currently with Southern Midlands Council for additional equipment required for whiskey production at the Callington Mill Distillery.

In a letter dated 6 January 2021, attached at **Appendix A**, Southern Midlands Council requested the following additional information to assess the environmental impacts of the proposal:

Environmental Effects Report prepared by a suitably qualified person to provide the following details:

a) description of the noise, smoke, vibration and odour emissions from the Smoker and Roll Mill House structures.

b) Details regarding the storage of peat.

c) Details of operational hours, noise and vibration of the conveyor system.

d) Details of any waste storage areas and the length of time in which waste will be kept on the premises prior to removal.

ERA Planning & Environment (ERA) has been engaged to complete an Environmental Effects Report (EER) of the proposed whiskey equipment and address the additional information requirements of Council.

Enquiries relating to this report should be directed to:

James Hill
Senior Environmental Scientist
ERA Planning & Environment
Email: James@eraplanning.com.au
Phone: 0408 622 790

1.2 Summary of proposal

The proposed development is seeking the introduction of a roll mill house (for milling grain), peat smoker (for smoking grain), smoked grain silo (for storing smoked grain), and waste draff tank (for storing spent grain prior to removal) at Callington Mill Distillery (currently under construction). The roll mill house and waste draff tank are a necessary addition to the existing approved whiskey process. However, the smoker and smoked grain silo are proposed to facilitate the production of peated whiskey.

The additional equipment being proposed is located predominantly to the south of the approved distillery building, nearby existing equipment. The proposed location is necessary due to the nature of whiskey production process and the location of existing equipment.

Proposal plans are available at **Appendix B**.

1.3 Site and surrounds

The site for the purposes of this report is the Callington Mill Distillery (currently under construction) located at 99 High Street, Oatlands (CT240022/1). The site is in proximity to several different land uses, including general business (mixed use along high street), residential (houses along the Esplanade), environmental management (Lake Dulverton) and community purpose (Callington Mill).

The site and surrounds are depicted in Figure 1. A detailed site plan is available at *Appendix B*.



Figure 1: Aerial image of site (source: www.thelist.tas.gov.au)

2 Environmental effects

The following sections describe the various elements of the proposal, detail potential environmental effects, and describe any proposed or recommended mitigation techniques.

2.1 Roll mill house

The roll mill house will mill grain twice a day for approximately 1 hour at a time. The roll mill house will generate a maximum noise output of 70dBA at 1m from the roll mill. The roll mill will be operated during the distillery's previously approved operating hours (planning permit DA2018/90), with the likely operation of the roll mill to occur between the hours of 7am and 5pm.

The roll mill will be situated inside its own fully enclosed mill house building. This structure will significantly reduce noise and vibration impacts, noting the predicted 70 dBA at 1m specifications of the equipment do not take into account the noise mitigating effect of the mill house building. Given the noise ratings of the mill, and based on past experience with other distilleries in Tasmanian that have equivalent equipment, the mill is unlikely to be audible, nor vibration perceptible, outside of the mill house building. The nearest residence to the proposed mill house is on the opposite side of the main distillery building and is 45m away.

It is considered highly unlikely that the roll mill process will produce any discernable odour, as the grain is not heated during this process and any dust that may be generated from the milling process will be contained within the fully enclosed mill building and enclosed conveyor system.

Roll mill details are provided in *Appendix C*.

2.2 Conveyor system

The conveyor system will be used to convey malt between the silos, the peat smoker, the roll mill, and the distillery building. The chain conveyor will operate for a maximum of 1 hour four times per day, likely between the hours of 7am and 5pm or as permitted under the approved operating hours for the distillery (planning permit DA2018/90). The conveyor involves two systems, with the system 1 drive unit to be located beside the main silo and the system 2 the drive unit to be located near the roll mill.

The conveyor system is fully enclosed, and the conveyor system motor will be housed inside the roll mill house enclosure, reducing the potential for offsite noise generation. With these design elements in place, and the conveyor operating for the short periods outlined above, the conveyor poses limited noise and vibration risk, and offsite impacts are not expected.

As the system is fully enclosed, dust and odour emissions during operations are very unlikely.

Specifications for the conveyor system are available in *Appendix D*.

2.3 Peat smoker

The peat smoker will operate at very low temperatures, approximately 60-80 degrees Celsius. At these temperatures, odours will largely dissipate whilst inside the smoker unit itself. The majority of the smoke and odour will be scrubbed out during the peating process, with the remaining smoke quantity less than a household wood fire.

In addition, the peat smoker is no less than 45m from the nearest dwelling, which will serve as an appropriate physical buffer from potential emissions equivalent to a domestic wood heater.

The peat smoker will be powered by a gas burner, with gas supplied via the onsite LPG storage tanks. The burner system will be designed and installed to comply with the relevant standards during the building permit process. The LPG store has previously been approved as part of a separate permit process.

Peat smoking will occur three days per week and take approximately 6 hours, commencing at 9am and finishing at 3pm.

2.4 Storage and disposal of peat, grain, and water

The existing approved distillery involves the delivery, storage, processing, and disposal of grain and water. The delivery, storage, processing, and disposal of peat is being sought as part of the current planning permit.

Grain

The proposed introduction of additional equipment does not require any additional grain to operate. Once processed, the waste grain (mash) will be transferred to a large bin known as the waste draff tank. This will be removed on the same day of mashing by a local farmer to use as animal feed. This process remains unchanged from that approved under the initial planning permit for the distillery (planning permit DA2018/90).

Peat

Peat will be sourced from a registered peat field in the highlands of Tasmania and will be stored in an onsite silo or sealed container prior to use. Storage of peat prior to use is not expected to generate odour nuisance as odours will not be discernible outside of the storage device.

Approximately 20kg of peat will be used per day (3 days per week) for smoking purposes. Used peat will be combined with the used mash and disposed of to a local agricultural operation for use as animal feed. Used peat will typically be removed from site daily. Alternatively, where this is not possible, peat will be stored in sealed containers to eliminate the potential for offsite odour generation.

The ability to dispose of peat on a daily basis, or store in sealed containers, will mitigate potential odour nuisance that may otherwise occur from unmanaged waste stored for prolonged periods. Used peat is a resource for agriculture and there is benefit to the distillery and the farmer to dispose of it in a timely manner.

Given the above, the storage and disposal of peat will be appropriately managed to mitigate impacts of odour.

Water

For reference, no additional liquid waste will be produced through the peated whiskey process, with liquid waste disposal to remain as previously approved in the initial planning permit for the distillery (planning permit DA2018/90).

2.5 Vehicle trips

No additional heavy vehicle movements will be required for the ongoing use of the proposed grain conditioning equipment.

The delivery of peat will be via light vehicle and/or coordinated with other deliveries.

3 Conclusion

With the majority of the equipment housed in discrete buildings and taking into account the proposed operating hours, design and specifications of the equipment (roll mill, conveyor and peat smoker), the proposal is not expected to generate environmental or amenity nuisance beyond the site boundary.

Appendix A Additional information request

File Ref: DA 2020/164

6 January 2021

Hamid Saeidi - Dasco Australia Pty Ltd
Unit 19
6-20 Braidwood Street
Strathfield South
NSW 2136

Dear Hamid,

**Request for Additional Information Development Application DA 2020/164
Proposed Distillery Structures and Works, Property described as 99 High Street, Oatlands**

Thank you for submitting a Development Application for the subject application.

This letter is a 'Request for Additional Information' pursuant to Section 54 of the *Land Use Planning and Approvals Act 1993* ("the Act"). Insufficient information has been provided with your Development Application and accordingly Council must ask for further documentation in accordance with the Act and the *Southern Midlands Interim Planning Scheme 2015*.

Below is a list of items and information that Council Officers require to assess the proposal. Please provide the following information to Council at your convenience:

1. Confirmation that all works are limited to Certificate of Title 240022/1;
2. The addition of Callington Mill Tower and the Mill Owner's House to all elevation drawings and montages;
3. Provide drawings which clearly identify the dimensions of the Waste Draff Tank, Roll Mill House, Smoker and Smoked Grain Silo to natural ground level;
4. Please provide details of the external materials and finishes of the Roll Mill House;
5. Provide a series of Photomontages from The Esplanade across the site, showing the proposed Waste Draff Tank, Smoked Grain Silo, Smoker and Roll Mill House in relation to:

- a) the distillery building;
 - b) Callington Mill Tower; and
 - c) the Mill Owner's House.
6. Clarification of what is proposed in the red bubble on the centre of Drawing T17333-A101 Revision identified as CH-32.
7. Environment Effects Report prepared by a suitably qualified person to provide the following details;
- a) description of the noise, smoke, vibration and odour emissions from the Smoker and Roll Mill House structures.
 - b) Details regarding the Storage of peat.
 - c) Details of operational hours, noise and vibration of the conveyor system.
 - d) Details of any waste storage areas and the length of time in which waste will be kept on the premises prior to removal.

Further Advice

Council Officers can provide you with a template document that can be used as the basis for your Environmental Effects Report.

Pursuant to Section 54 of the Act, the application will be held in abeyance until the additional information detailed above is provided. The statutory 42-day time period during which Council must determine the application will not recommence running until the additional information is provided to the satisfaction of the Council Officers.

If you need to discuss the matter further, then please contact Council's Planning Officer by phone on 6254 5056 (direct line) or mail@southernmidlands.tas.gov.au

Yours faithfully



Louisa Brown
Planning Officer
Development & Environmental Services

Appendix B Proposal plans

Appendix C Roll Mill Detail



ALAN RUDDOCK ENGINEERING LTD

PRECISION ENGINEERS - MILL MANUFACTURER - SERVICE ENGINEERS

Attachment
AGENDA ITEM 11.1.2



UNIT 6 SHEPHERDS GROVE IND. EST.
STANTON
BURY ST. EDMUNDS
SUFFOLK IP31 2AR

PHONE: 44+ (0) 1359 250 989 FAX: 44+ (0) 1359 253 429 E-MAIL: alanruddockeng@btconnect.com WEBSITE: www.brewing-equipment.co.uk

AR 2000/450/4

FOUR ROLL PRECISION MALT MILL WITH A MILLING CAPACITY OF 2 TONNES PER HOUR

Optimum Grist Sample

- Suitable for use with all malt varieties as well as un-malted grain.
- High grade solid steel rolls for optimum performance, delivering maximum extract from the malt and grain.
- Four analogue dials enable simple roll setting with an accuracy of 0.05mm.
- Rapid and reliable product quality checking with the integrated sample tube.
- Control chute to ensure optimum material feed.
- Optional magnetised control chutes to remove ferrous particles.

Quiet, Energy Efficient and Reliable

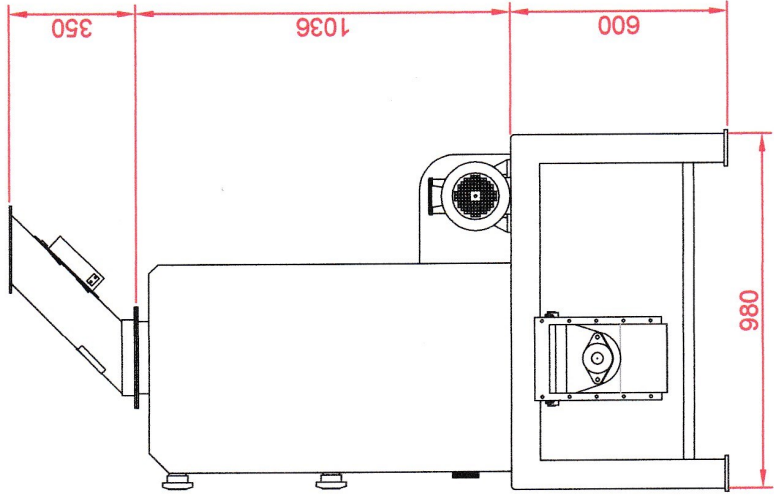
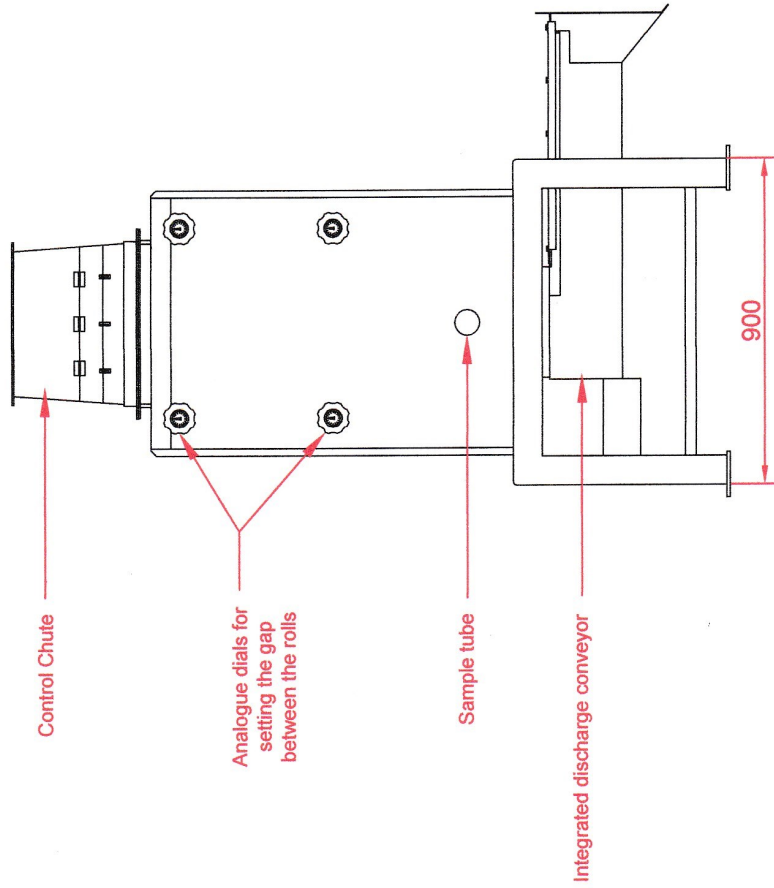
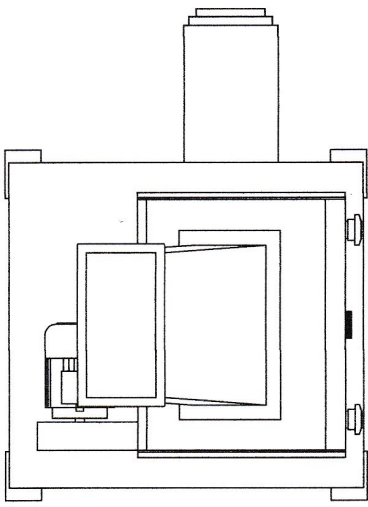
- Specialised energy efficient drive system only requires a 3 kW three-phase motor.
- Belt drive system eliminates the use of noisy gears.
- Natural balance minimises vibration and noise.
- Top quality sealed bearings.

Maximum safety

- Fully enclosed to eliminate the risk of product contamination and health hazards from grist dust.
- All mechanical parts are totally guarded.
- Complies with ATEX 94/9/EC



ASLO AVAILABLE: AR 2000/175/4 - FOUR ROLL MILL WITH A CAPACITY OF 500 KG/HR
AR 2000/300/4 - FOUR ROLL MILL WITH A CAPACITY OF 1 TONNE / HR
AR 2000/375/4 - FOUR ROLL MILL WITH A CAPACITY OF 1.5 TONNES / HR
AR 3000/600/4 - FOUR ROLL MILL WITH A CAPACITY OF 3 TONNES / HR



ALAN RUDDOCK ENGINEERING LTD
 PRECISION ENGINEERS - MILL MANUFACTURER - SERVICE ENGINEERS



AR 2000/450/4 with Control Chute
Four Roll Precision Malt Mill with a
milling capacity of 2 tonnes/hr.

Drawing Title:

THIS DRAWING CONTAINS PROPRIETARY INFORMATION BELONGING TO ALAN RUDDOCK ENGINEERING LTD. THE REPRODUCTION, DISTRIBUTION & COMMUNICATION OF ALL OR PART OF ITS CONTENTS TO OTHER PARTIES WITHOUT PRIOR CONSENT IS STRICTLY PROHIBITED.

Rev: 01.

Drawing No: 450.1

Scale: 1:20 @ A4

Date: 05/02/12

Approved by:

Drawn by: P.W.U



As the distillery's production level began to significantly increase, it became obvious that the time had come to upgrade the malted barley handling side of the plant, and we had to look no further than Alan Ruddock Engineering. With their reputation for producing mills of the highest quality and performance, they were exactly what we were after. The AR 2000, four roll mill has been fantastic to work with – reliable, easy to operate, and the quality of grist that it produces is exceptional. Without doubt, it considerably contributes to the incredible success of our award-winning Arran Single Malt whisky.

Throughout the project, Alan and his team provided us with expert advice and support, right from first point of contact through to the installation.

From our point of view, Alan Ruddock Engineering, is certainly the name we would recommend to any distiller seeking the best in malt mill technology.

James McTaggart
Production Director
Isle of Arran Distillery



Just a short note to say how happy we are with our new AR 2000 mill. It is a real benefit for us to have a proper malt mill. The width adjusting mechanisms give us real control of the grist grind and the increased extracts we are achieving mean that the mill and conveyors will pay for themselves in about a year.

For your records and information our yields have increased by an impressive 12 - 15 %.

Mark Slater, Head Brewer
St. Peter's Brewery



We had heard good things about Alan Ruddock Engineering and following a professional installation of the mill, we have been impressed on every level. From installation through to performance, the mill has been excellent, easy to use and reliable – it is a truly magnificent piece of work.

The fine adjustment is a blessing, and right from the start of the distilling process this allows you every opportunity to maximise your yield through the ease and degree of adjustment at your disposal.

Andrew Thompson
Wolfburn Distillery

ALAN RUDDOCK ENNGINEERING LTD
UNIT 6 SHEPHERDS GROVE INDUSTRIAL ESTATE
STANTON
BURY ST EDMUNDS
SUFFOLK
IP31 2AR

TEL: 44+ (0) 1359 250 989
FAX: 44+ (0) 1359 253 429
EMAIL: ALANRUDDOCKENG@BTCONNECT.COM

Appendix D Falcon Chain Conveyor

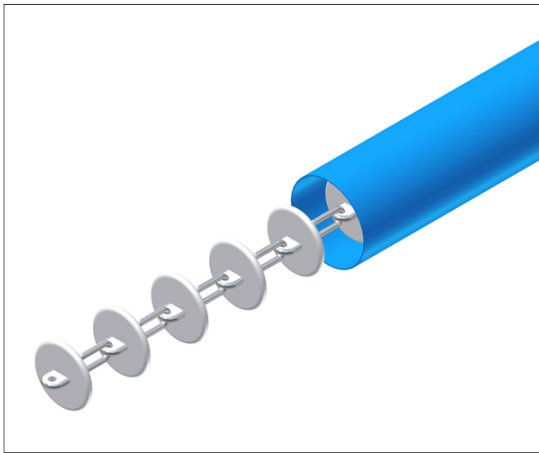
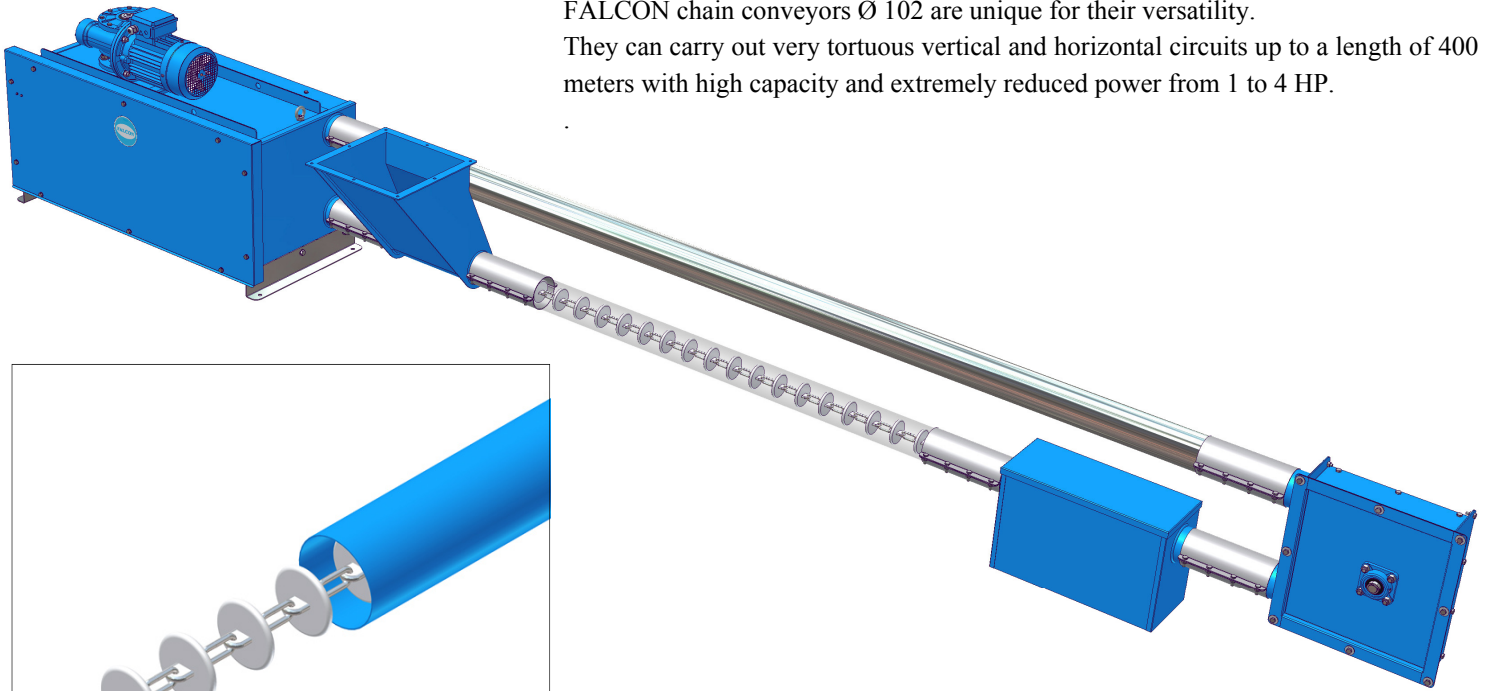


CHAIN TRANSPORT SYSTEMS

Attachment
AGENDA ITEM 11.12

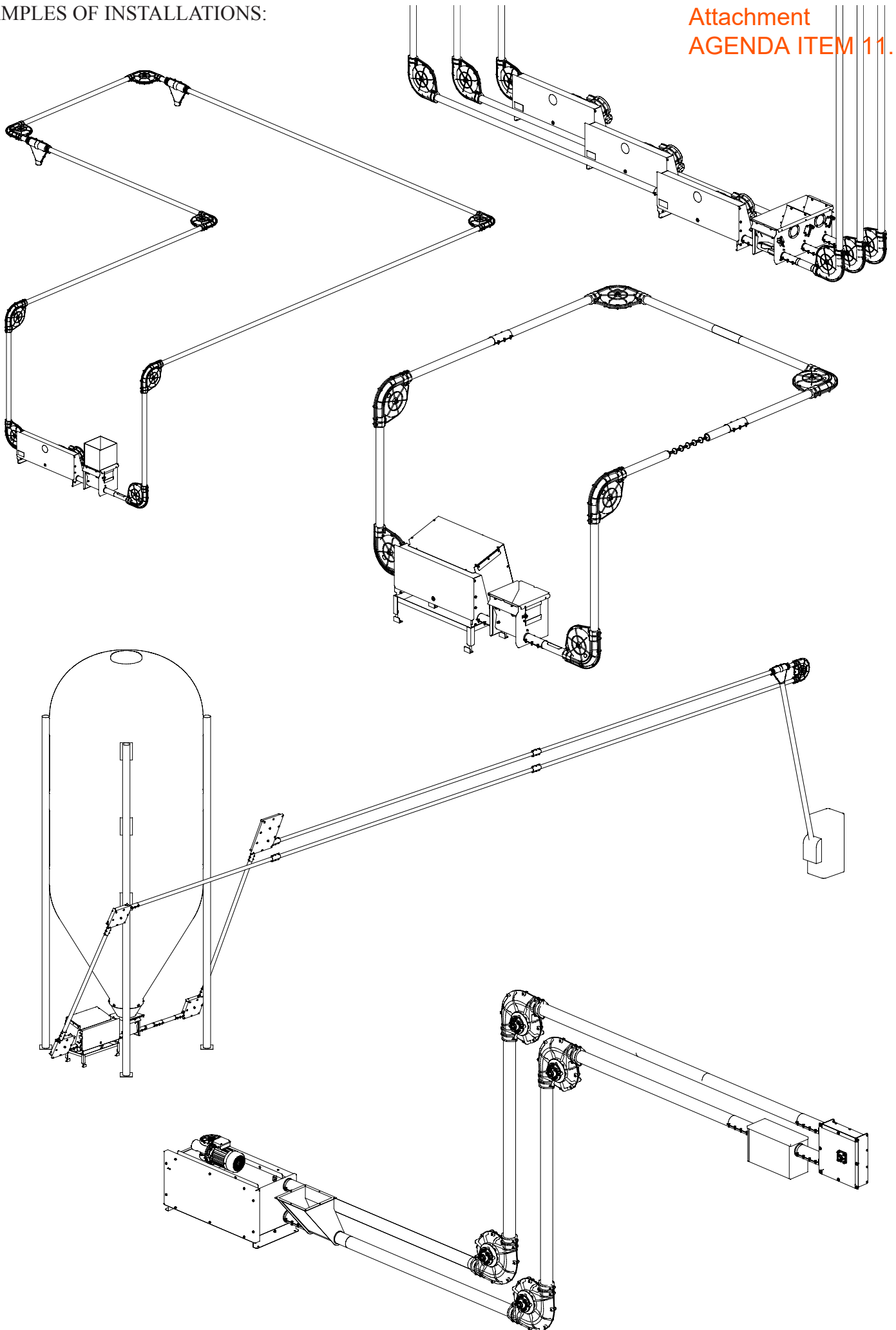
Ø 60 / 102

FALCON chain conveyors Ø 102 are unique for their versatility. They can carry out very tortuous vertical and horizontal circuits up to a length of 400 meters with high capacity and extremely reduced power from 1 to 4 HP.



EXAMPLES OF INSTALLATIONS:

Attachment
AGENDA ITEM 11.1.2

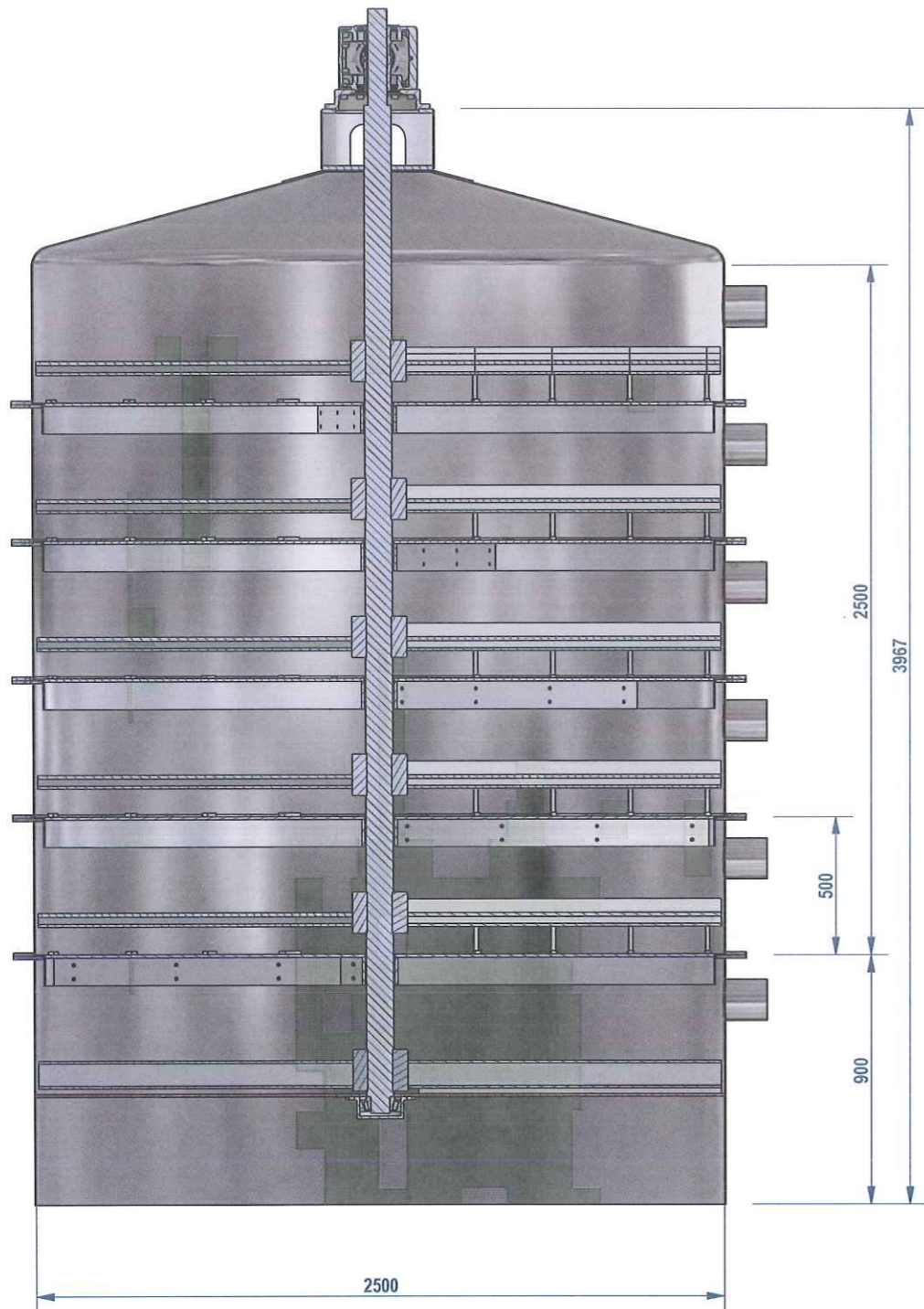




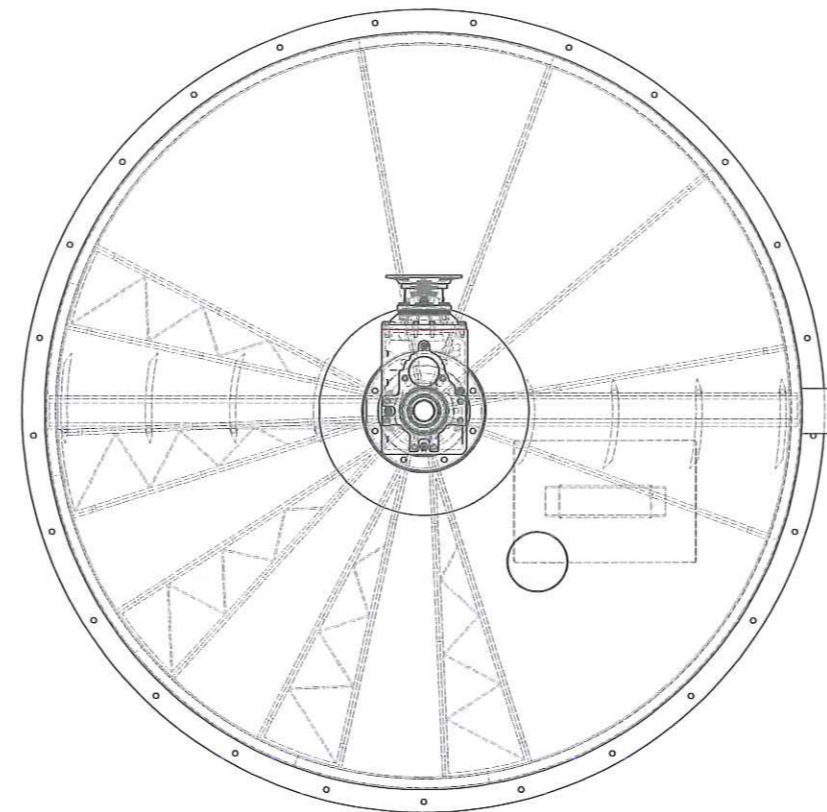
E: enquiries@eraplanning.com.au

W: www.eraplanning.com.au

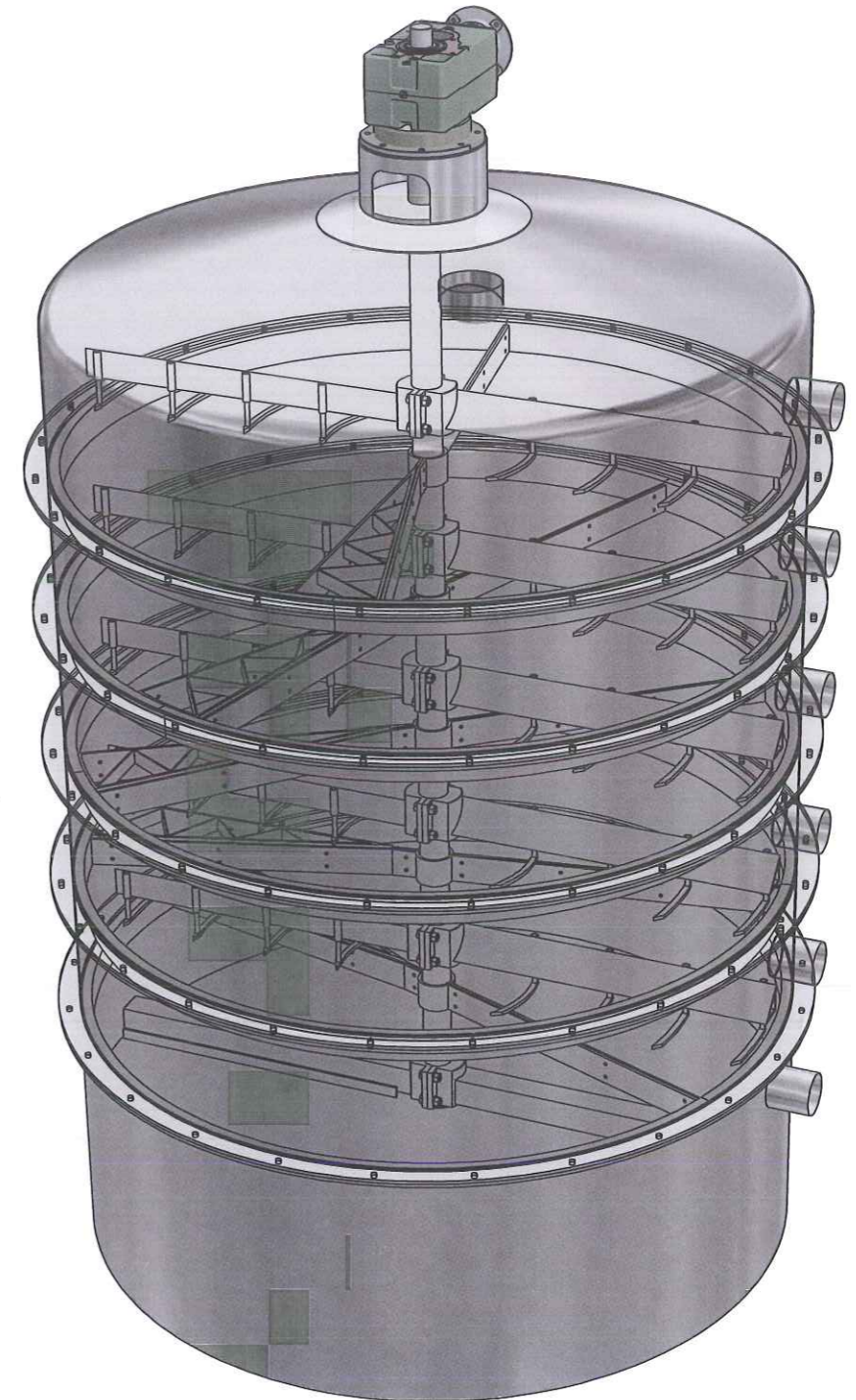
SMC - KEMPTON
RECEIVED
23/02/2021



AA
Scale: 1 : 25



3
Scale: 1 : 25



ELEVATION11
Scale: 1 : 25

Client:	Client Company name	Drawing Status:	PRELIMINARY
Drawn:	Sam Park	Title:	JOB SITE
Date Drawn:	18/02/2021	Description:	JOB DESCRIPTION
Checked:		Project No:	
Date Checked:		Drawing No:	6115-1-001
Size:	A3	Sheet:	1 of 3
Scale:	1 : 25	Rev:	A



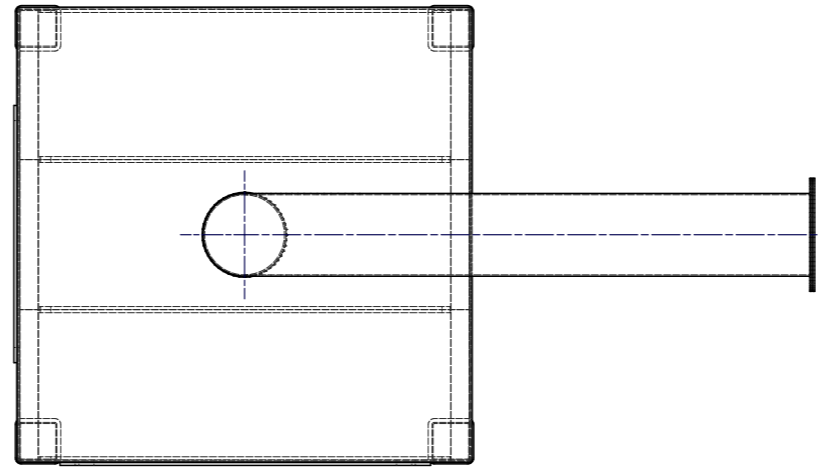
A. 19 Galenby Drive,
Westbury, TAS. 7304
P. (03) 6393 2704
E. info@kolmark.com.au
W. www.kolmark.com.au

© Kolmark Pty Ltd.
This document may only be used for the purpose for which it was prepared. This document remains the property of Kolmark Pty Ltd and must not be used, released or copied for any other purpose without the permission of Kolmark Pty Ltd.

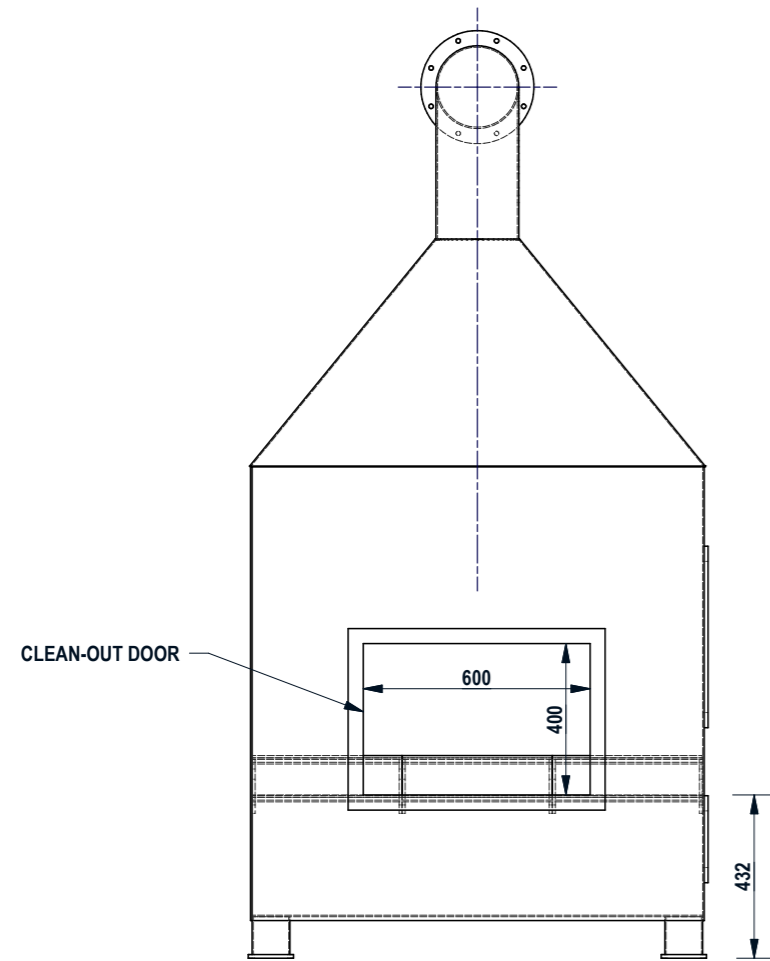
SMC - KEMPTON

RECEIVED

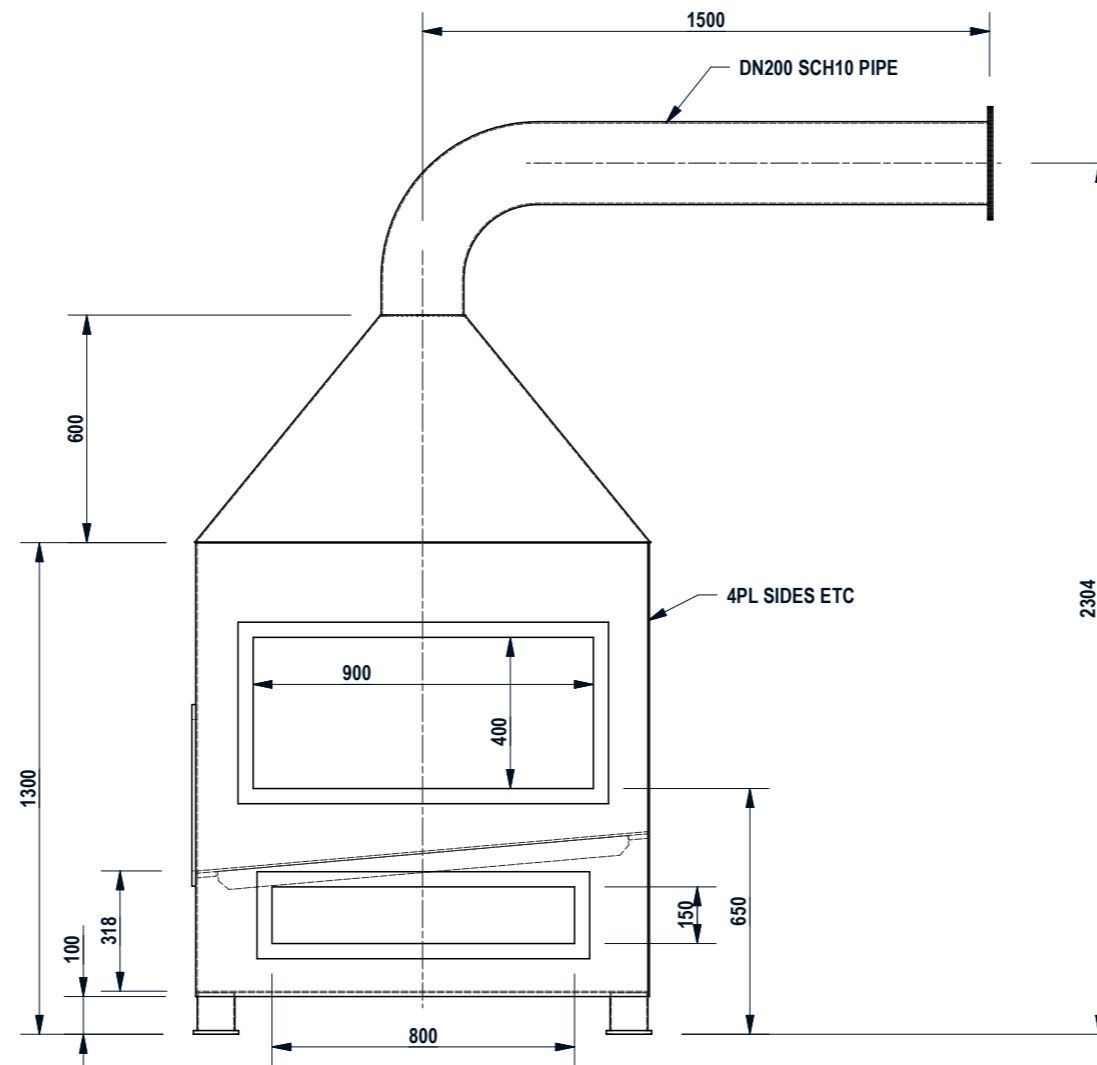
23/02/2021



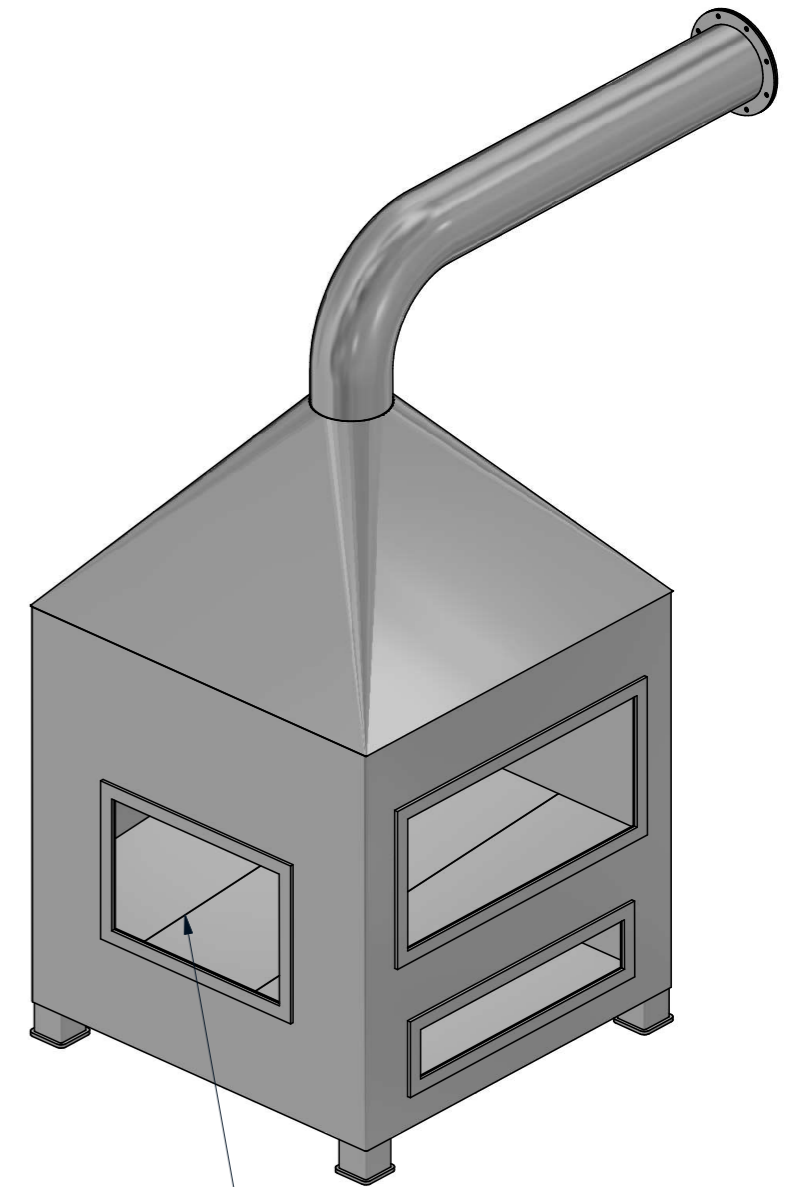
TOP VIEW
Scale: 1 : 20



SIDE VIEW
Scale: 1 : 20



FRONT VIEW
Scale: 1 : 20



PEAT FLOOR IN 3 SECTIONS FOR REMOVAL
- 6PL WITH 50x8 STIFFENERS EACH SIDE
397x1193 - WEIGHT APPROX 30 kg
- 50x12 LEDGES TOP & BOTTOM
5° SLOPE TO CLEAN-OUT DOOR

Client: Lark Distillery Pty Ltd		Drawing Status: PRELIMINARY	
Drawn: M Zell	Title: CAMBRIDGE SITE		
Date Drawn: 3/12/2020	Description: PROPOSED SMOKER		
Checked:	Description: PEAT SMOKER BOX - CONCEPT		
Date Checked:	Project No: 5931-3-01-000	Drawing No:	Sheet: 1 of 1
Size: A3	Scale: 1 : 20	Rev: A	



A. 19 Gatenby Drive,
Westbury, TAS. 7304
P. (03) 6393 2704
E. info@kolmark.com.au
W. www.kolmark.com.au

ABN: 33 097 640 581
© Kolmark Pty Ltd.
This document may only be used for the purpose for which it was prepared. This document remains the property of Kolmark Pty Ltd and must not be used, retained or copied for any other purpose without the permission of Kolmark Pty Ltd.

REV	DATE	DESCRIPTION
A	3/12/2020	PRELIMINARY FOR INFO ONLY

CALLINGTON MILL DISTILLERY, 99 HIGH STREET OATLANDS

GENERAL NOTES

PROJECT	GLAZING
DESIGNER CUMULUS STUDIO PTY LTD	ALL GLAZING TO BE CONSTRUCTED TO COMPLY WITH AS1288 - 2008 AND AS2047 - 1999 AS REQUIRED UNDER THE BCA. WINDOW SYSTEMS (GLASS & FRAME) MUST ACHIEVE THE FOLLOWING MINIMUM THERMAL GLAZING PERFORMANCE (G _P) OR GREATER:
CERTIFIED ARCHITECT: ACCREDITATION NO: ARCHITECTS ADDRESS	PETER WALKER CC2143E HOBART Suite 2, Level 2, 147 Macquarie Street Hobart, TAS 7000 +61(8) 6231 4841
LOCATION	GLAZING PERFORMANCE
PROJECT NO: PROJECT NAME:	U VALUE REFER TO GLAZING CALCULATOR FOR EACH WINDOW SHGC REFER TO GLAZING CALCULATOR FOR EACH WINDOW
TITLE REFERENCE: PROJECT ADDRESS:	A SAMPLE OF THE GLASS IS TO BE SUPPLIED TO THE CLIENT FOR APPROVAL PRIOR TO CONSTRUCTION.
SITE DETAILS	STAIR CONSTRUCTION
BAL: CLIMATE ZONE: WIND SPEED SOIL CLASS: ALPINE AREA: CORROSION:	GROUND TO FIRST F2F 3250 STAIRS 18 TREADS 250 RISERS 180.5 FIRST TO SECOND F2F 3050 STAIRS 17 TREADS 250 RISERS 179.5

GENERAL

THESE DRAWINGS SHOW DESIGN INTENT AND ARE SUITABLE AS A GUIDE ONLY. DO NOT SCALE OFF THE DRAWINGS. ALL DIMENSIONS IN MILLIMETRES. DIMENSIONS OF EXISTING BUILDING ARE INDICATIVE ONLY AND SHOULD NOT BE RELIED ON. VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING ANY WORK. ALL DOCUMENTS SHALL BE READ IN CONJUNCTION WITH SPECIFICATIONS AND ANY CONSULTANTS DETAIL.

ANY DISCREPANCIES, ERRORS OR OMISSIONS SHALL BE REFERRED TO THE ARCHITECTS. DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION PURPOSES UNTIL ISSUED BY THE ARCHITECT FOR CONSTRUCTION.

ALL WORK CARRIED OUT SHALL BE IN ACCORDANCE WITH RELEVANT AUSTRALIAN STANDARDS, NCCS, BUILDING CODE OF AUSTRALIA, SPECIFICATIONS AND ANY LOCAL AUTHORITY BY-LAWS AND REGULATIONS.

DDA (DISABILITY DISCRIMINATION ACT) ACCESSIBLE AREAS ARE TO COMPLY WITH AS1428.1 - 2009. PRIOR TO CONSTRUCTION THE DIMENSIONS OF ROOM SIZES, DOOR SWINGS, FITTING LOCATIONS AND GRAB RAILS SHOULD BE CONFIRMED TO COMPLY.

ALL WET AREAS ARE TO BE WATERPROOFED TO AS3740 2010

No	Layout Name	Issue	Issued Date	Notes
A000	COVER PAGE	18	9/2/21, 9:26 am	DA Minor Amendment
A001	NOTES			
A002	COMPLEX PLAN 1:500	01	26/5/20, 1:03 pm	Issue for Construction
A003	SITE PLAN 1:200	18	9/2/21, 9:26 am	DA Minor Amendment
A004	COMPLEX PLAN 1:500			
A100	GROUND FLOOR PLAN	18	9/2/21, 9:26 am	DA Minor Amendment
A101	FIRST FLOOR PLAN	18	9/2/21, 9:26 am	DA Minor Amendment
A102	ROOF PLAN	18	9/2/21, 9:26 am	DA Minor Amendment
A200	REFLECTED CEILING PLAN - FLOOR 00			
A201	REFLECTED CEILING PLAN - FLOOR 01			
A202	ELECTRICAL PLAN - FLOOR 00			
A203	ELECTRICAL PLAN - FLOOR 01			
A300	ELEVATIONS	18	9/2/21, 9:26 am	DA Minor Amendment
A301	ELEVATIONS	18	9/2/21, 9:26 am	DA Minor Amendment
A302	ELEVATIONS	18	9/2/21, 9:26 am	DA Minor Amendment
A400	SECTIONS	18	9/2/21, 9:26 am	DA Minor Amendment
A401	SECTIONS	18	9/2/21, 9:26 am	DA Minor Amendment
A402	SECTIONS	18	9/2/21, 9:26 am	DA Minor Amendment
A500	ROOM LAYOUT 1:50			
A501	ROOM LAYOUT 1:50			
A502	DETAILS			
A503	DETAILS			
A504	DETAILS	01	30/6/20, 5:54 pm	Revisions as clouded
A505	DETAILS			
A506	DETAILS	04	30/6/20, 5:54 pm	Revisions as clouded
A507	DETAILS			
A508	DETAILS			
A509	DETAILS	01	30/6/20, 5:54 pm	Revisions as clouded
A510	LIGHTING FITTING DETAIL			
A511	LIGHT FITTING OVER COUNTER			
A600	JOINERY	17	4/2/21, 12:20 pm	Joinery
A601	JOINERY	17	4/2/21, 12:20 pm	Joinery
A602	JOINERY	17	4/2/21, 12:20 pm	Joinery
A603	JOINERY	17	4/2/21, 12:20 pm	Joinery
A604	JOINERY	17	4/2/21, 12:20 pm	Joinery
A605	JOINERY	17	4/2/21, 12:20 pm	Joinery
A700	INTERNAL ELEVATIONS			
A701	INTERNAL ELEVATIONS			
A702	INTERNAL ELEVATIONS			
A703	INTERNAL ELEVATIONS			
A704	INTERNAL ELEVATIONS			
A800	TYPICAL WALL/CEILING/ROOF DETAIL			
A801	WINDOW SCHEDULE			

- CHANGE LIST**
- CH-37: INSTALLATION OF PEAT SMOKER EQUIPMENT AND DRAFF TANK
- FINISHES SCHEDULE**
- EC01: SAN SELMO RECLAIMED AUSTRAL BRICKS
- RO1: CUSTOM ORB ZINCALUME STEEL



3 SITE LOCATION
1:500



1 CallingtonMill - Esplanade 1 [RevB]
1:1



2 CallingtonMill - Mill Courtyard [RevB]
1:1

Rev	date	purpose	Rev	date	purpose
18	9/2/21	DA Minor Amendment			
12	10/10/20	DA Minor Amendment			
10	24/11/20	DA Minor Amendment			
09	19/11/20	DA Minor Amendment			
08	21/10/20	DA Minor Amendment			
07	30/9/20	DA Minor Amendment			



copyright
Cumulus Studio Pty Ltd
HOBART Suite 2, Level 2, 147 Macquarie Street Hobart, TAS 7000 +61(8) 6231 4841

general notes
These drawings show design intent & are suitable as a guide only. Do not scale off the drawings. All dimensions in millimetres. Dimensions of existing building are indicative only - they should not be relied on and are to be verified on site before commencing work. All documents shall be read in conjunction with specifications and any consultants detail. All work shall be in accordance with the Building Code of Australia, relevant Australian Standards & local authority by-laws and regulations. Any discrepancies, errors or omissions shall be referred to the Architects. Drawings are not to be used for construction until issued Construction

accredited designer:
PETER WALKER, CC2143E

drawn by
LW, RS, CCG
checked by
LW
reason of issue
CONSTRUCTION

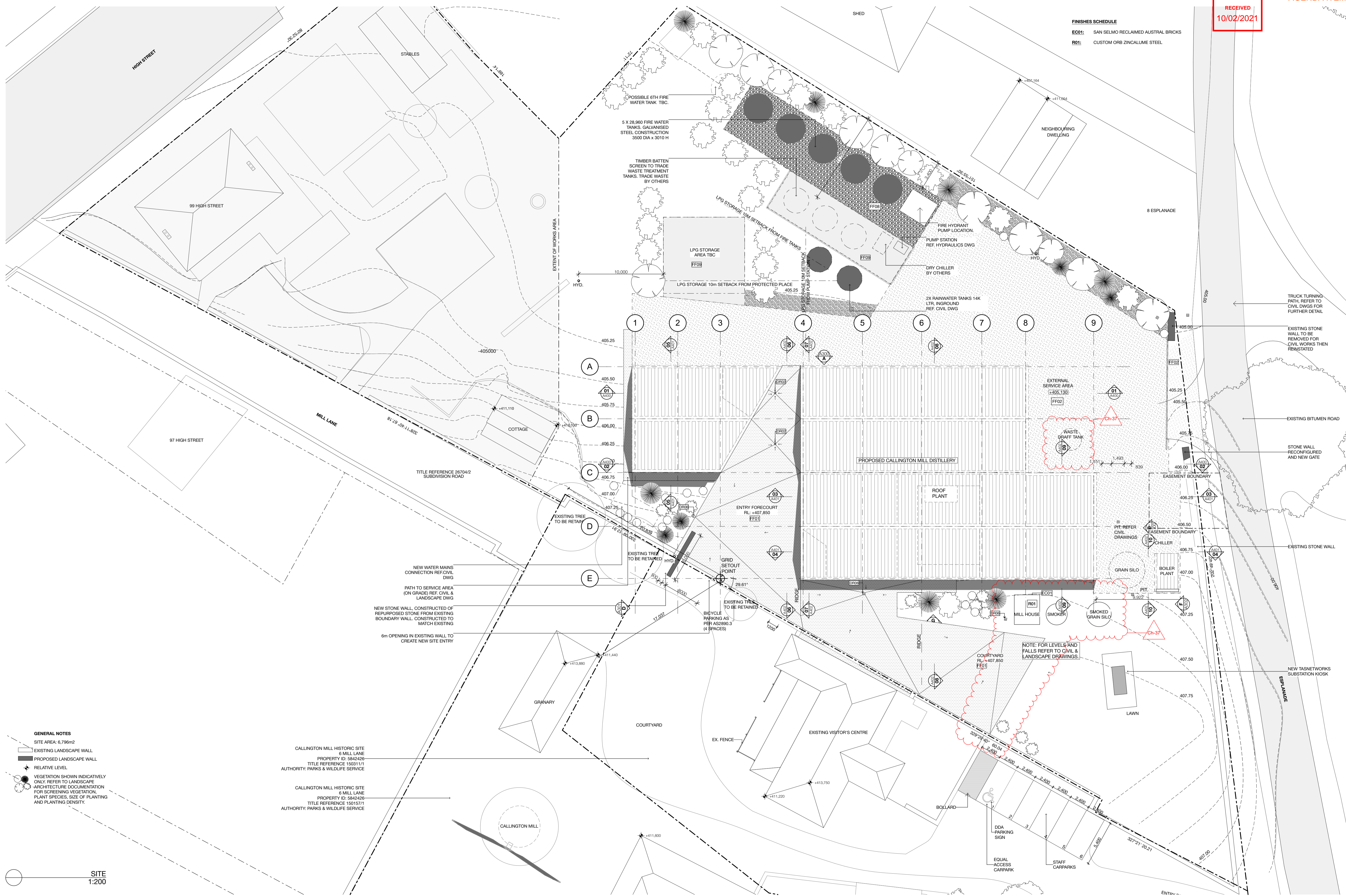
project:
CALLINGTON MILL DISTILLERY
99 HIGH STREET OATLANDS

drawing title
COVER PAGE
print date
10/2/21
drawing no
T17333-A000

original size
A1
revision
C18

SMC - KEMPTON
RECEIVED
10/02/2021

FINISHES SCHEDULE
EC01: SAN SELMO RECLAIMED AUSTRAL BRICKS
R01: CUSTOM ORB ZINCALUME STEEL



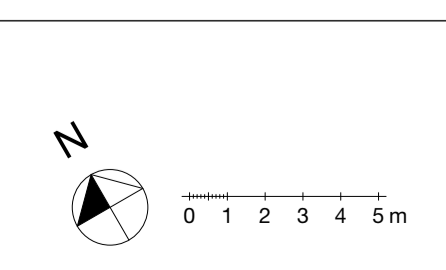
GENERAL NOTES
SITE AREA: 6,796m²
EXISTING LANDSCAPE WALL
PROPOSED LANDSCAPE WALL
RELATIVE LEVEL
VEGETATION SHOWN INDICATIVELY ONLY. REFER TO LANDSCAPE ARCHITECTURE DOCUMENTATION FOR SCREENING VEGETATION. PLANT SPECIES, SIZE OF PLANTING AND PLANTING DENSITY.

CALLINGTON MILL HISTORIC SITE
6 MILL LANE
PROPERTY ID: 5842429
TITLE REFERENCE 150311/1
AUTHORITY: PARKS & WILDLIFE SERVICE

CALLINGTON MILL HISTORIC SITE
6 MILL LANE
PROPERTY ID: 5842429
TITLE REFERENCE 150157/1
AUTHORITY: PARKS & WILDLIFE SERVICE

SITE
1:200

Rev	date	purpose	Rev	date	purpose	Rev	date	purpose
18	9/2/21	DA Minor Amendment						
12	10/10/20	DA Minor Amendment						
10	24/11/20	DA Minor Amendment						
09	19/11/20	DA Minor Amendment						
08	21/10/20	DA Minor Amendment						
07	30/9/20	DA Minor Amendment						



CUMULUS STUDIO

copyright
Cumulus Studio Pty Ltd
info@cumulus.studio
HOBART Suite 2, Level 2, 147 Macquarie
Street Hobart, TAS 7000 +61(0)3 6231 4841

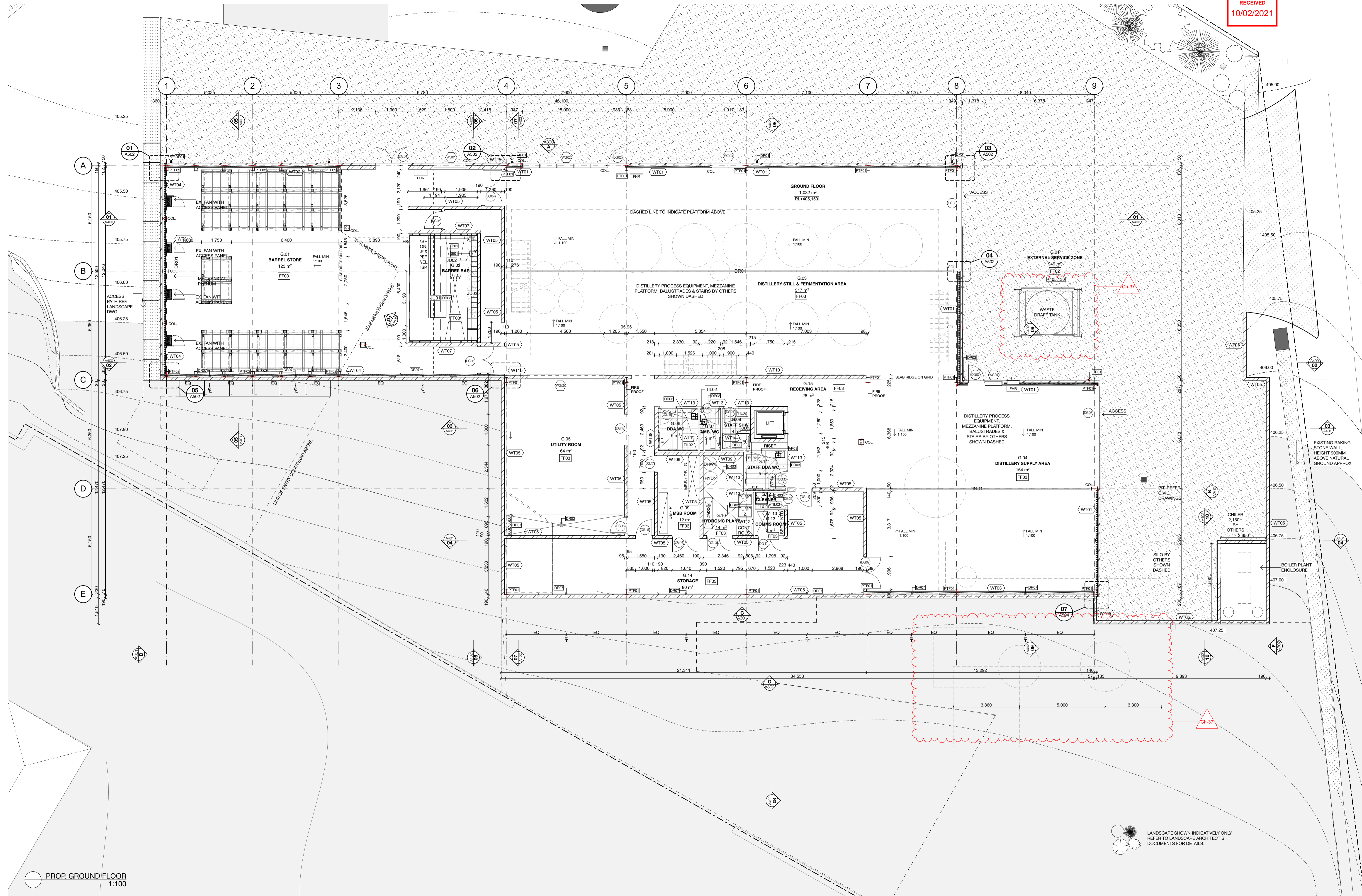
general notes
These drawings show design intent and are suitable as a guide only. Do not scale off the drawings. All dimensions in millimetres. Dimensions of existing building are indicative only - they should not be relied on and are to be verified on site before commencing work. All documents shall be read in conjunction with specifications and any consultants' detail. All work shall be in accordance with the Building Code of Australia, relevant Australian Standards & local authority by-laws and regulations. Any discrepancies, errors or omissions shall be referred to the Architects. Drawings are not to be used for construction until issued Construction

accredited designer:
PETER WALKER, CC2143E
drawn by
LW, RS, CCG
checked by
LW
reason of issue
CONSTRUCTION

project:
CALLINGTON MILL DISTILLERY
99 HIGH STREET OATLANDS

drawing title
SITE PLAN 1:200
print date
10/2/21
drawing n^o
T17333-A003

original size
A1
revision
C18



PROP. GROUND FLOOR
1:100

LANDSCAPE SHOWN INDICATIVELY ONLY
REFER TO LANDSCAPE ARCHITECT'S
DOCUMENTS FOR DETAILS.

Rev	date	purpose	Rev	date	purpose	Rev	date	purpose
18	9/2/21	DA Minor Amendment						
12	10/10/20	DA Minor Amendment						
10	24/11/20	DA Minor Amendment						
09	19/11/20	DA Minor Amendment						
08	21/10/20	DA Minor Amendment						
07	30/9/20	DA Minor Amendment						

CUMULUS STUDIO

copyright
Cumulus Studio Pty Ltd
 info@cumulus.studio
 HOBART Suite 2, Level 2, 147 Macquarie
 Street Hobart, TAS 7000 +61(0)3 6231 4841

general notes
 These drawings show design intent & are suitable as a guide only. Do not scale off the drawings. All dimensions in millimetres. Dimensions of existing building are indicative only - they should not be relied on and are to be verified on site before commencing work. All documents shall be read in conjunction with specifications and any consultants' detail. All work shall be in accordance with the Building Code of Australia, relevant Australian Standards & local authority by-laws and regulations. Any discrepancies, errors or omissions shall be referred to the Architects. Drawings are not to be used for construction until issued Construction

accredited designer:
PETER WALKER, CC21436

drawn by:
LW, RS, CCG

checked by:
LW

reason of issue
CONSTRUCTION

project:
**CALLINGTON MILL
DISTILLERY**
 99 HIGH STREET OATLANDS

drawing title
GROUND FLOOR PLAN

print date
 10/2/21

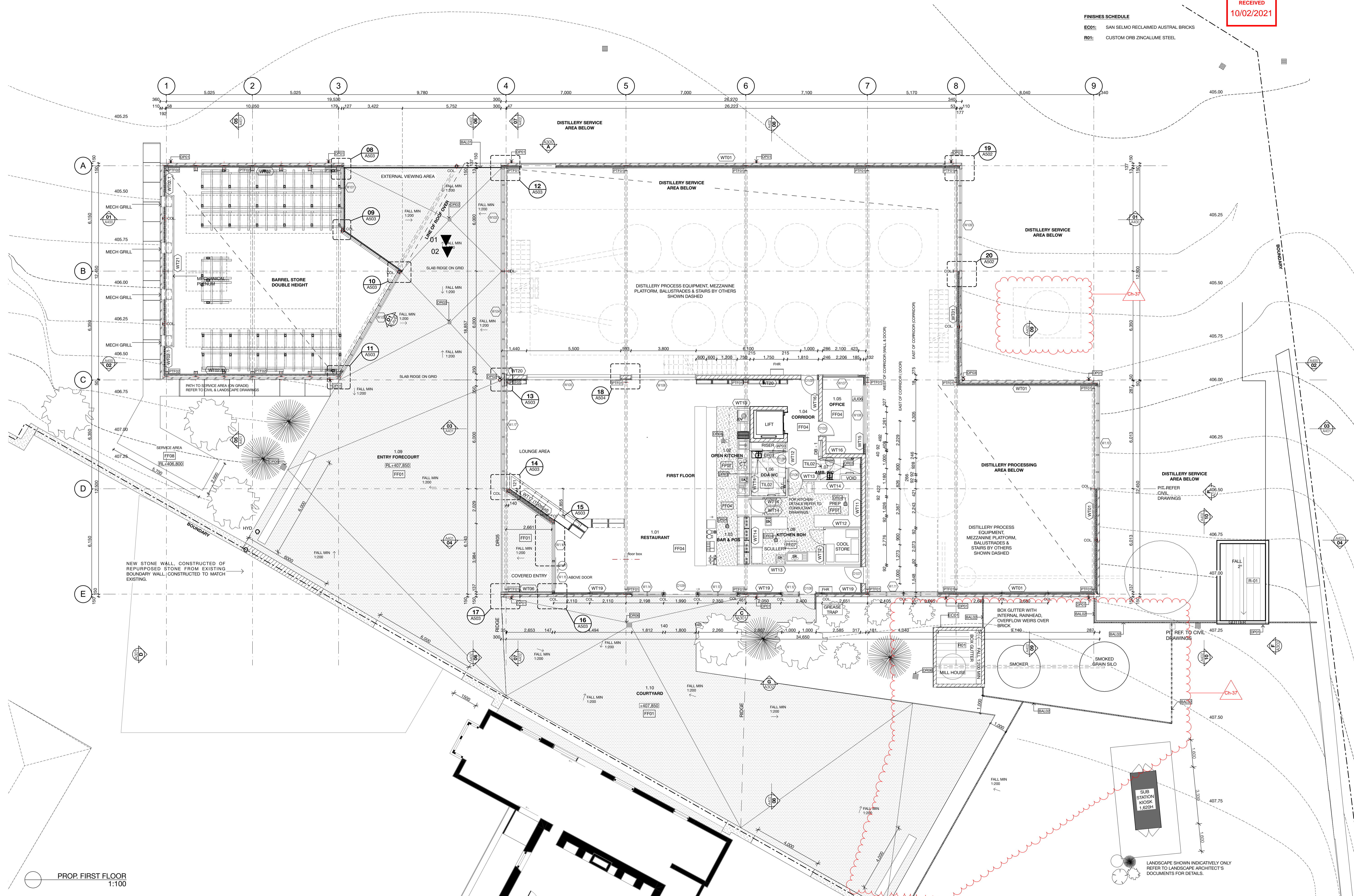
drawing n°
T17333-A100

original size
 A1

revision
C18

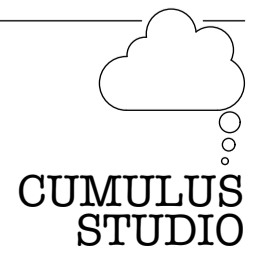
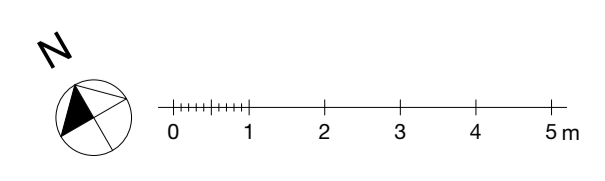
SMC - KEMPTON
RECEIVED
10/02/2021

FINISHES SCHEDULE
EC01: SAN SELMO RECLAIMED AUSTRAL BRICKS
R01: CUSTOM ORB ZINCALUME STEEL



PROP. FIRST FLOOR
1:100

Rev	date	purpose	Rev	date	purpose
18	9/2/21	DA Minor Amendment			
12	10/10/20	DA Minor Amendment			
10	24/11/20	DA Minor Amendment			
09	19/11/20	DA Minor Amendment			
08	21/10/20	DA Minor Amendment			
07	30/9/20	DA Minor Amendment			
01	2/6/20	Revisions as clouded			



copyright
Cumulus Studio Pty Ltd
info@cumulus.studio
HOBART Suite 2, Level 2, 147 Macquarie
Street Hobart, TAS 7000 +61(0)3 6231 4841

general notes
These drawings show design intent & are suitable as a guide only. Do not scale off the drawings. All dimensions in millimetres. Dimensions of existing building are indicative only - they should not be relied on and are to be verified on site before commencing work. All documents shall be read in conjunction with specifications and any consultants' detail. All work shall be in accordance with the Building Code of Australia, relevant Australian Standards & local authority by-laws and regulations. Any discrepancies, errors or omissions shall be referred to the Architects. Drawings are not to be used for construction until issued Construction

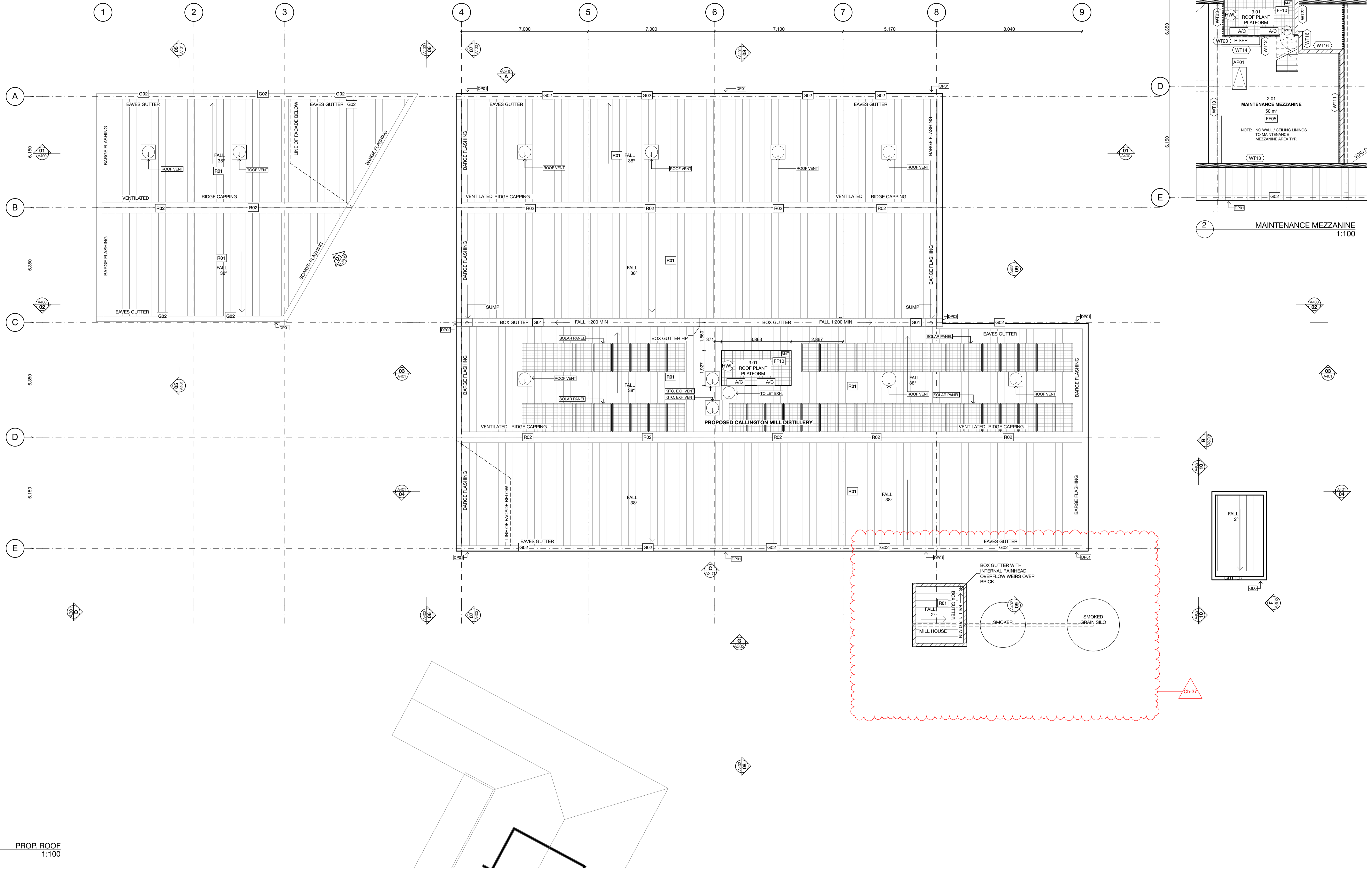
accredited designer:
PETER WALKER, CC2143E
drawn by
LW, RS, CCG
checked by
LW
CONSTRUCTION

project:
**CALLINGTON MILL
DISTILLERY**
99 HIGH STREET OATLANDS

drawing title
FIRST FLOOR PLAN
print date
10/2/21
drawing nr
T17333-A101
original size
A1
revision
C18

SMC - KEMPTON
RECEIVED
10/02/2021

FINISHES SCHEDULE
EC01: SAN SELMO RECLAIMED AUSTRAL BRICKS
R01: CUSTOM ORB ZINCALUME STEEL



2 MAINTENANCE MEZZANINE
1:100

1 PROP. ROOF
1:100

Rev	date	purpose	Rev	date	purpose	Rev	date	purpose
18	9/2/21	DA Minor Amendment						
12	10/10/20	DA Minor Amendment						
10	24/11/20	DA Minor Amendment						
09	19/11/20	DA Minor Amendment						
08	21/10/20	DA Minor Amendment						
07	30/9/20	DA Minor Amendment						
01	30/9/20	Revisions as clouded						

CUMULUS STUDIO
 copyright
Cumulus Studio Pty Ltd
 info@cumulus.studio
 HOBART Suite 2, Level 2, 147 Macquarie
 Street Hobart, TAS 7000 +61(8) 6231 4841
 The copyright for these designs, plans and specifications
 belongs to Cumulus Studio Pty Ltd and must not be used,
 reproduced or copied without their written permission.

general notes
 These drawings show design intent & are suitable as a guide
 only. Do not scale off the drawings. All dimensions in
 millimetres. Dimensions of existing building are indicative only
 - they should not be relied on and are to be verified on site
 before commencing work. All documents shall be read in
 conjunction with specifications and any consultants' detail.
 All work shall be in accordance with the Building Code of
 Australia, relevant Australian Standards & local authority by-
 laws and regulations. Any discrepancies, errors or omissions
 shall be referred to the Architects. Drawings are not to be
 used for construction until issued Construction

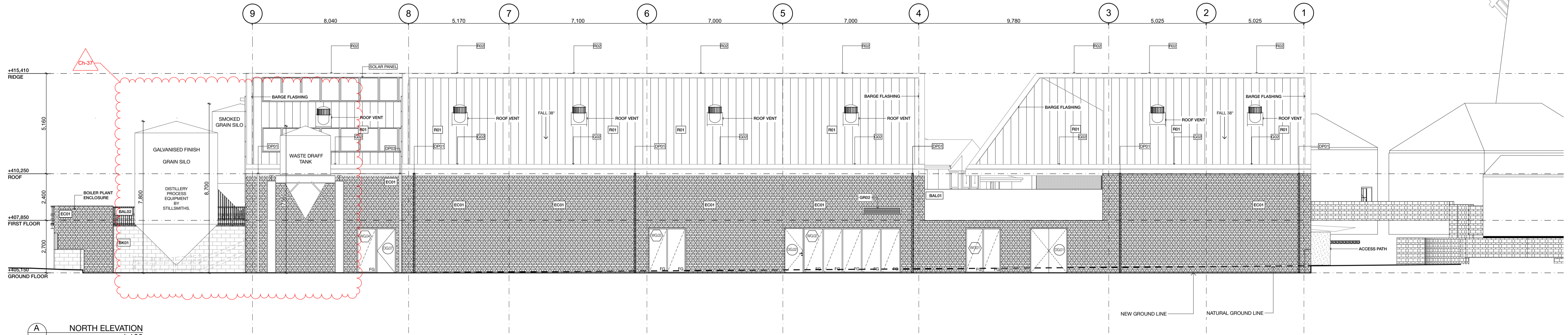
accredited designer:
PETER WALKER, CC2143E
 drawn by
LW, RS, CCG
 checked by
LW
 reason of issue
CONSTRUCTION

project:
**CALLINGTON MILL
DISTILLERY**
 99 HIGH STREET OATLANDS

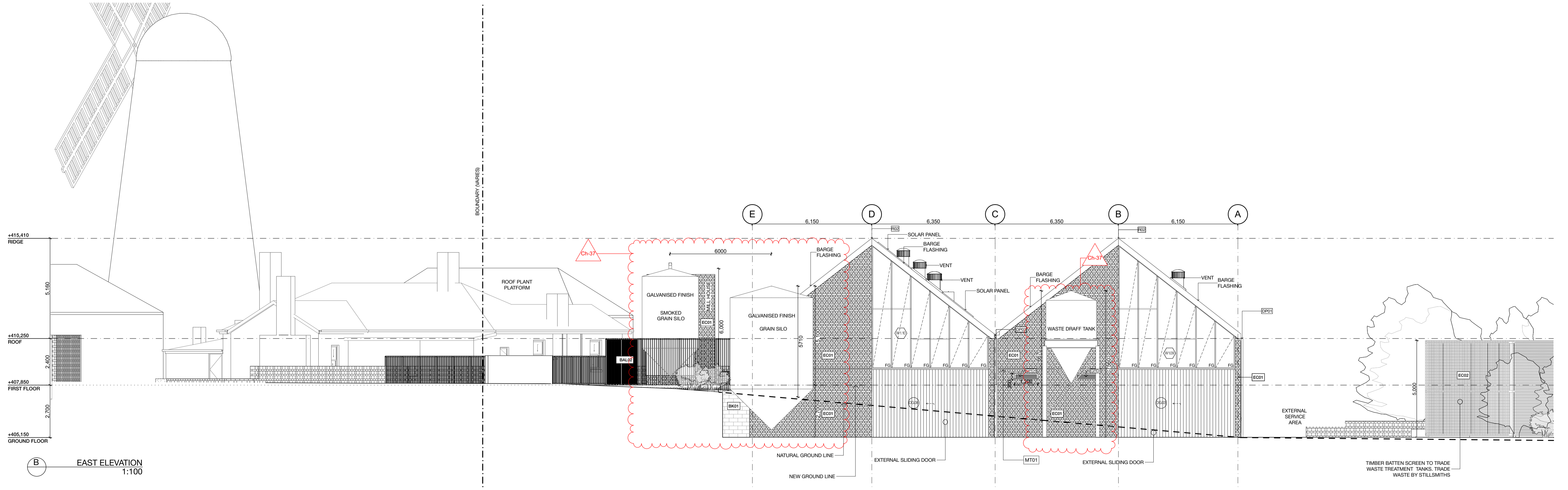
drawing title
ROOF PLAN
 print date
 10/2/21
 drawing n°
T17333-A102
 original size
 A1
 revision
C18

SMC - KEMPTON
RECEIVED
10/02/2021

FINISHES SCHEDULE
EC01: SAN SELMO RECLAIMED AUSTRAL BRICKS
R01: CUSTOM ORB ZINCALUME STEEL

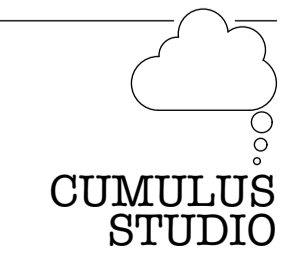


A NORTH ELEVATION
1:100



B EAST ELEVATION
1:100

Rev	date	purpose	Rev	date	purpose
18	9/2/21	DA Minor Amendment			
12	10/10/20	DA Minor Amendment			
10	24/11/20	DA Minor Amendment			
09	19/11/20	DA Minor Amendment			
08	21/10/20	DA Minor Amendment			
07	30/9/20	DA Minor Amendment			



copyright
Cumulus Studio Pty Ltd
info@cumulus.studio
HOBART Suite 2, Level 2, 147 Macquarie
Street Hobart, TAS 7000 +61(0) 6231 4841

general notes
These drawings show design intent & are suitable as a guide only. Do not scale off the drawings. All dimensions in millimetres. Dimensions of existing building are indicative only - they should not be relied on and are to be verified on site before commencing work. All documents shall be read in conjunction with specifications and any consultants' detail. All work shall be in accordance with the Building Code of Australia, relevant Australian Standards & local authority by-laws and regulations. Any discrepancies, errors or omissions shall be referred to the Architects. Drawings are not to be used for construction until issued Construction

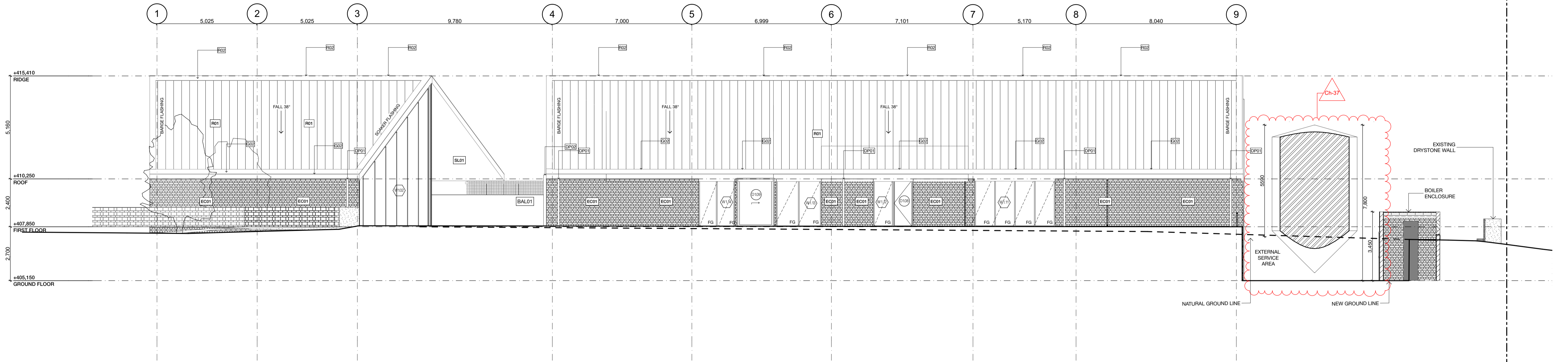
accredited designer:
PETER WALKER, CC2143E
drawn by
LW, RS, CCG
checked by
LW
reason of issue
CONSTRUCTION

project:
**CALLINGTON MILL
DISTILLERY**
99 HIGH STREET OATLANDS

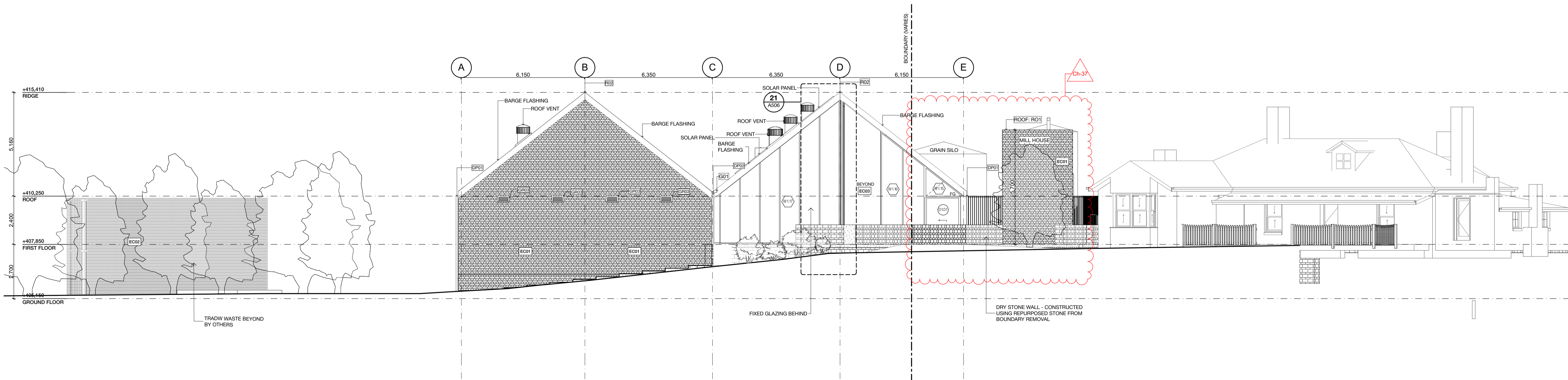
drawing title
ELEVATIONS
print date
10/2/21
drawing n°
T17333-A300
original size
A1
revision
C18

SMC - KEMPTON
RECEIVED
10/02/2021

FINISHES SCHEDULE
EC01: SAN SELMO RECLAIMED AUSTRAL BRICKS
R01: CUSTOM ORB ZINCALUME STEEL



C SOUTH ELEVATION
1:100



D WEST ELEVATION
1:100

Rev	date	purpose	Rev	date	purpose	Rev	date	purpose
18	9/2/21	DA Minor Amendment						
12	10/10/20	DA Minor Amendment						
10	24/11/20	DA Minor Amendment						
09	19/11/20	DA Minor Amendment						
08	21/10/20	DA Minor Amendment						
07	30/9/20	DA Minor Amendment						

copyright
CUMULUS STUDIO
HOBART Suite 2, Level 2, 147 Macquarie
Street Hobart, TAS 7000 +613 6231 4841

The copyright for these designs, plans and specifications belongs to Cumulus Studio Pty Ltd and must not be used, reproduced or copied without their written permission.

general notes
These drawings show design intent & are suitable as a guide only. Do not scale off the drawings. All dimensions in millimetres. Dimensions of existing building are indicative only - they should not be relied on and are to be verified on site before commencing work. All documents shall be read in conjunction with specifications and any consultants' detail. All work shall be in accordance with the Building Code of Australia, relevant Australian Standards & local authority by-laws and regulations. Any discrepancies, errors or omissions shall be referred to the Architects. Drawings are not to be used for construction until issued Construction

accredited designer:
PETER WALKER, CC21438

drawn by
LW, RS, CCG

checked by
LW

reason of issue
CONSTRUCTION

project:
CALLINGTON MILL DISTILLERY
99 HIGH STREET OUTLANDS

drawing title
ELEVATIONS

print date
10/2/21

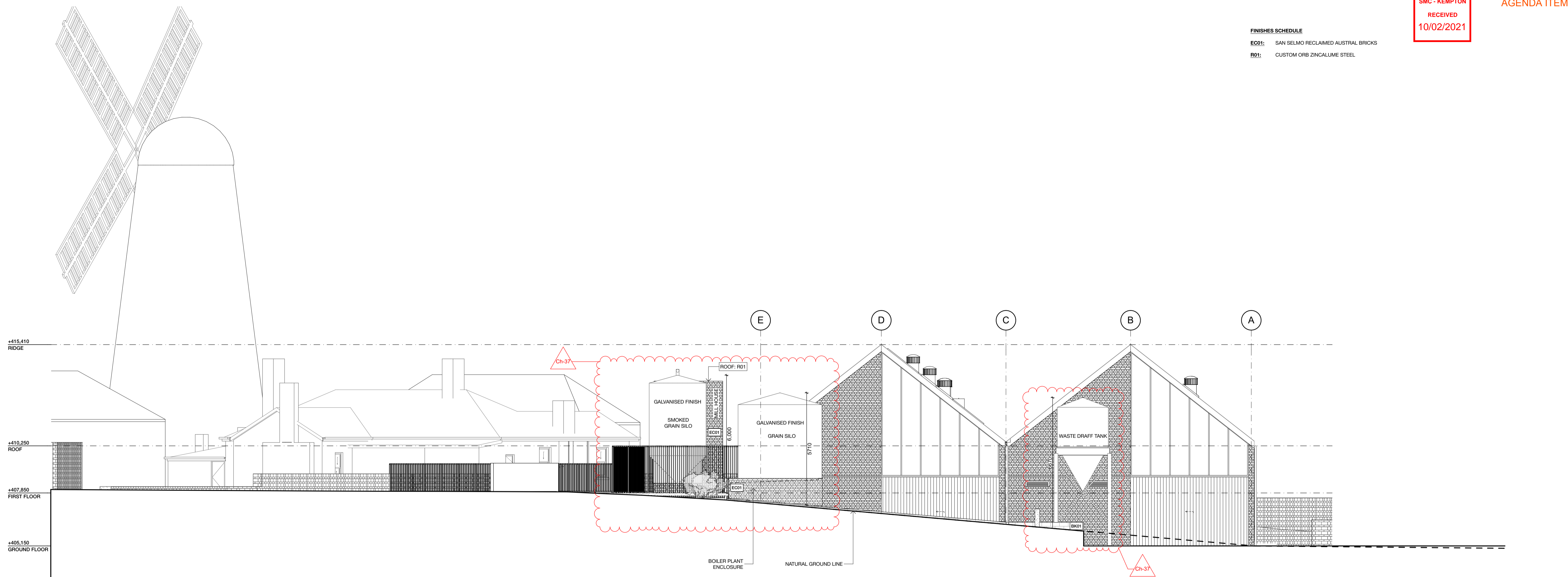
drawing n°
T17333-A301

original size
A1

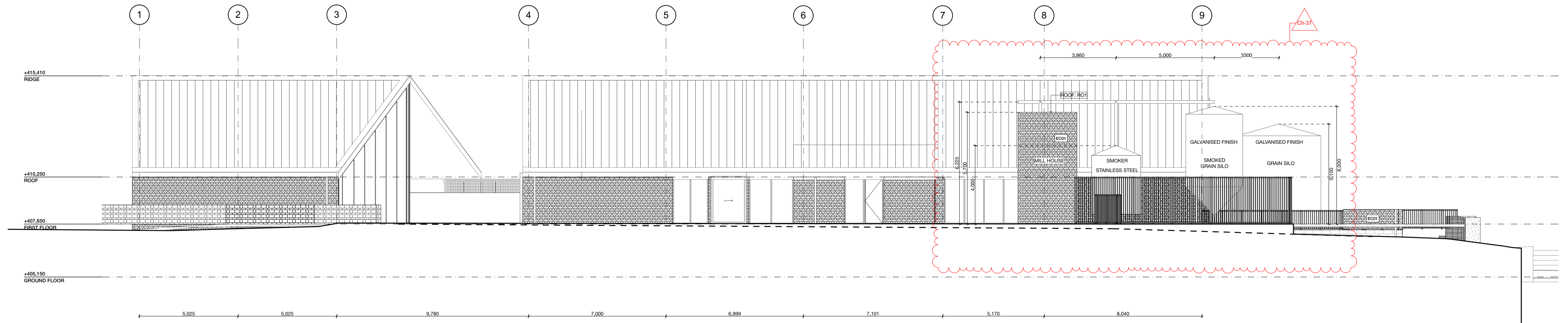
revision
C18

SMC - KEMPTON
RECEIVED
10/02/2021

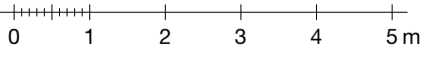
FINISHES SCHEDULE
EC01: SAN SELMO RECLAIMED AUSTRAL BRICKS
R01: CUSTOM ORB ZINCALUME STEEL



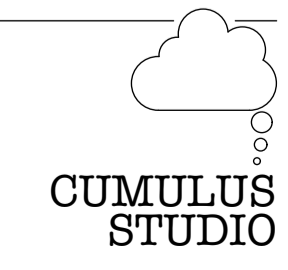
F EAST ELEVATION - 02
1:100



G SOUTH ELEVATION - 02
1:100



Rev	date	purpose	Rev	date	purpose	Rev	date	purpose
18	9/2/21	DA Minor Amendment						
12	10/10/20	DA Minor Amendment						
10	24/11/20	DA Minor Amendment						
09	19/11/20	DA Minor Amendment						
08	21/10/20	DA Minor Amendment						
07	30/9/20	DA Minor Amendment						



copyright
Cumulus Studio Pty Ltd
info@cumulus.studio
HOBART Suite 2, Level 2, 147 Macquarie
Street Hobart, TAS 7000 +61(3) 6231 4841

general notes
These drawings show design intent & are suitable as a guide only. Do not scale off the drawings. All dimensions in millimetres. Dimensions of existing building are indicative only - they should not be relied on and are to be verified on site before commencing work. All documents shall be read in conjunction with specifications and any consultants' detail. All work shall be in accordance with the Building Code of Australia, relevant Australian Standards & local authority by-laws and regulations. Any discrepancies, errors or omissions shall be referred to the Architects. Drawings are not to be used for construction until issued Construction

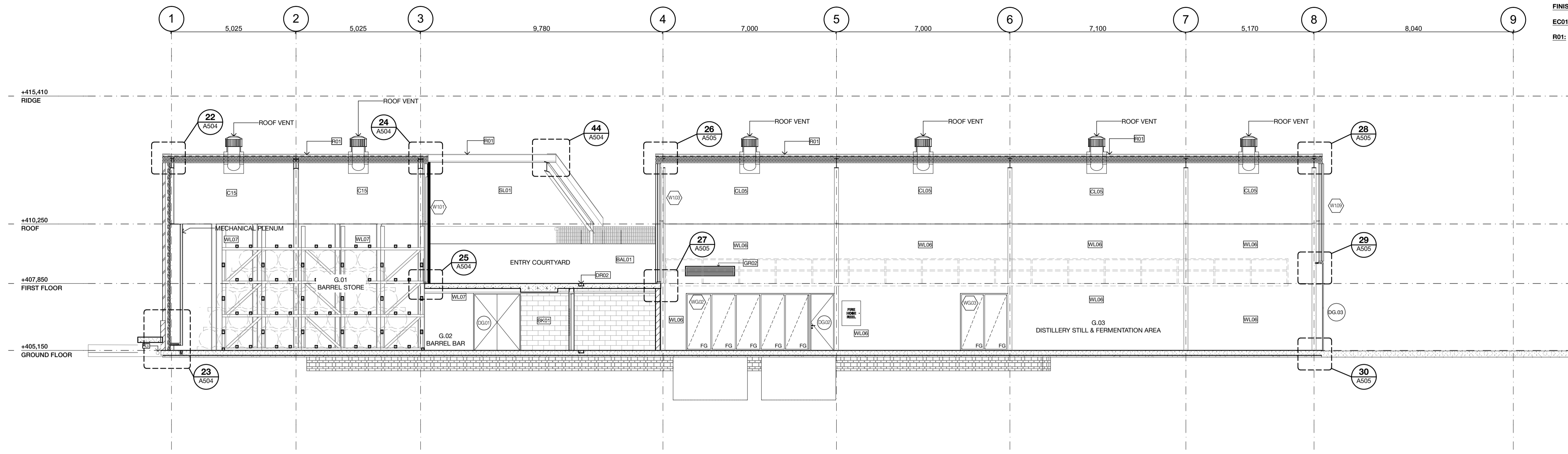
accredited designer:
PETER WALKER, CC2143E
drawn by
LW, RS, CCG
checked by
LW
reason of issue
CONSTRUCTION

project:
**CALLINGTON MILL
DISTILLERY**
99 HIGH STREET OATLANDS

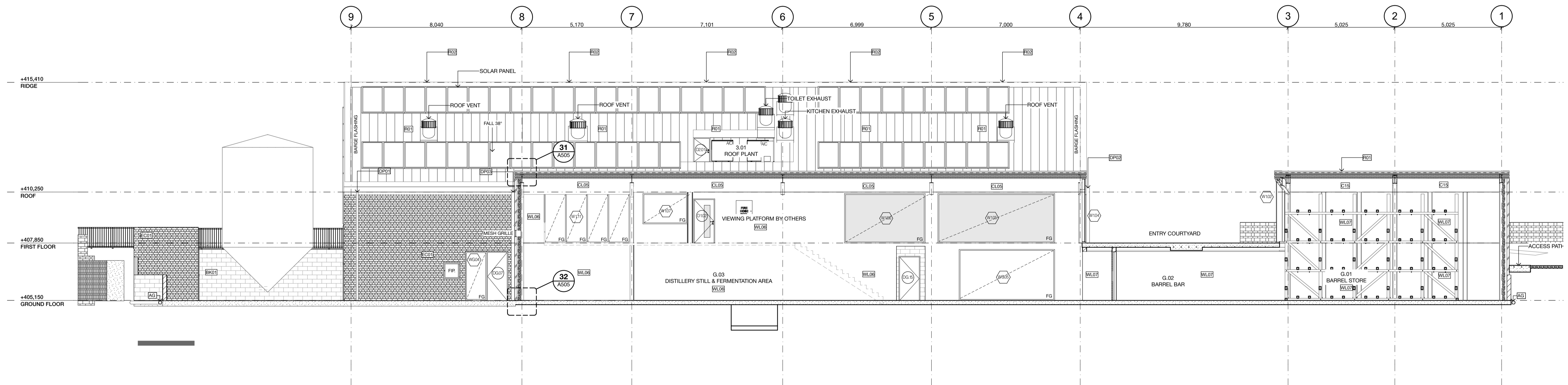
drawing title
ELEVATIONS
print date
10/2/21
drawing n°
T17333-A302
original size
A1
revision
C18

SMC - KEMPTON
RECEIVED
10/02/2021

FINISHES SCHEDULE
EC01: SAN SELMO RECLAIMED AUSTRAL BRICKS
R01: CUSTOM ORB ZINCALUME STEEL

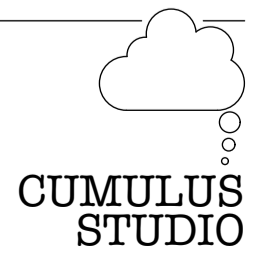
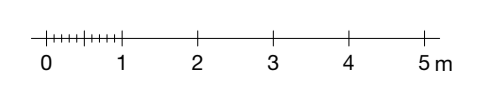


01 SECTION
1:100



02 SECTION
1:100

Rev	date	purpose	Rev	date	purpose	Rev	date	purpose
18	9/2/21	DA Minor Amendment						
12	10/10/20	DA Minor Amendment						
10	24/11/20	DA Minor Amendment						
09	19/11/20	DA Minor Amendment						
08	21/10/20	DA Minor Amendment						
07	30/9/20	DA Minor Amendment						



copyright
Cumulus Studio Pty Ltd
info@cumulus.studio
HOBART Suite 2, Level 2, 147 Macquarie
Street Hobart, TAS 7000 +61(8) 6231 4841

general notes
These drawings show design intent & are suitable as a guide only. Do not scale off the drawings. All dimensions in millimetres. Dimensions of existing building are indicative only - they should not be relied on and are to be verified on site before commencing work. All documents shall be read in conjunction with specifications and any consultants' detail. All work shall be in accordance with the Building Code of Australia, relevant Australian Standards & local authority by-laws and regulations. Any discrepancies, errors or omissions shall be referred to the Architects. Drawings are not to be used for construction until issued Construction

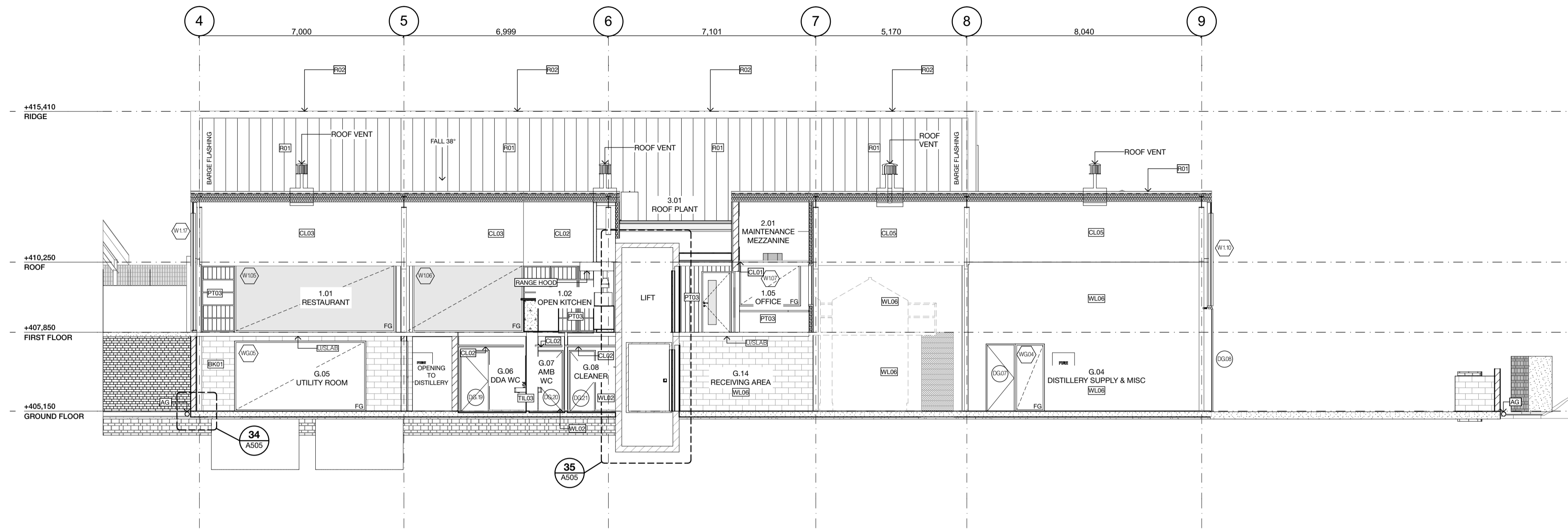
accredited designer:
PETER WALKER, CC2143E
drawn by
LW, RS, CCG
checked by
LW
reason of issue
CONSTRUCTION

project:
**CALLINGTON MILL
DISTILLERY**
99 HIGH STREET OATLANDS

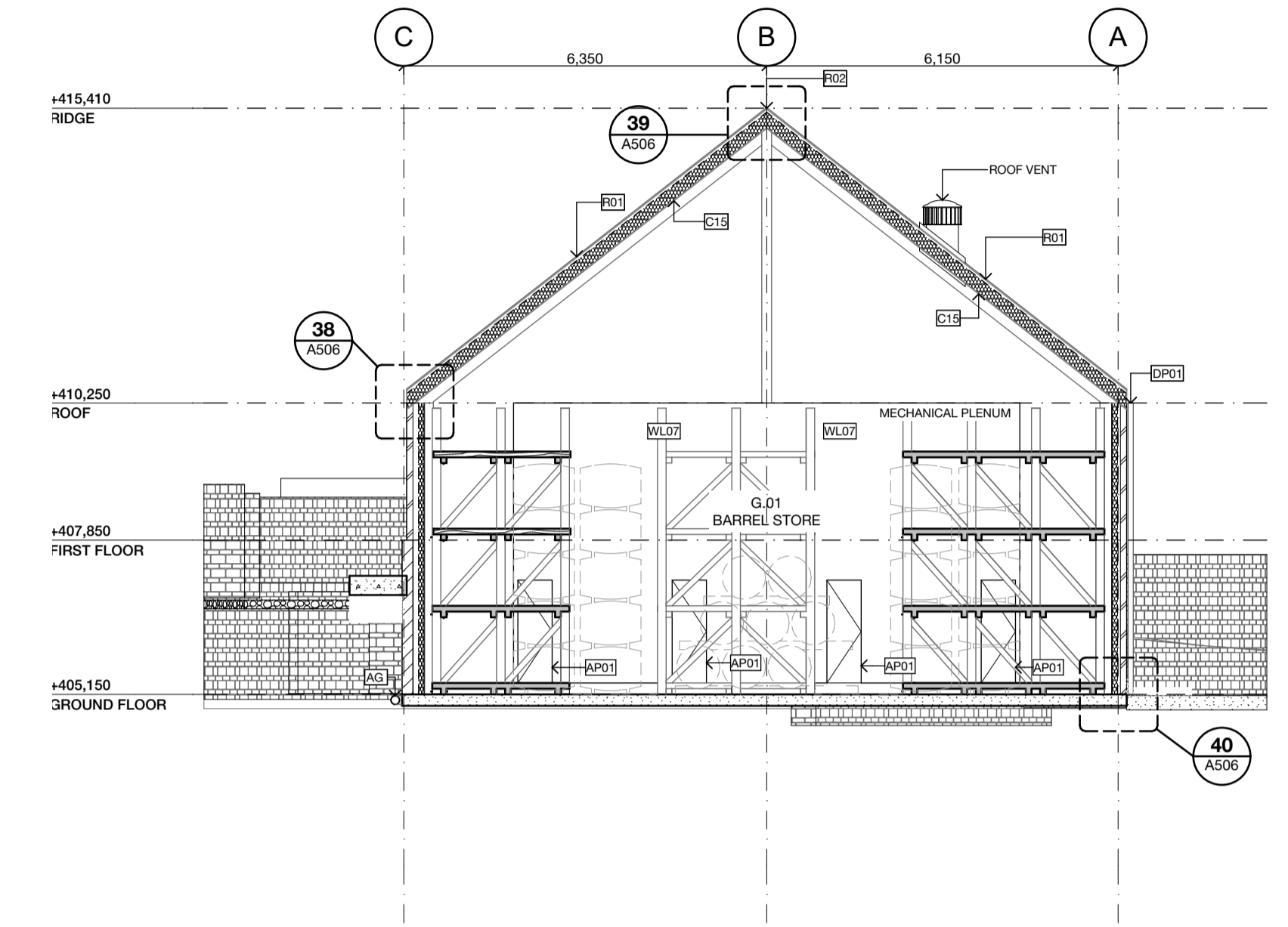
drawing title
SECTIONS
print date
10/2/21
drawing n°
T17333-A400
original size
A1
revision
C18

SMC - KEMPTON
RECEIVED
10/02/2021

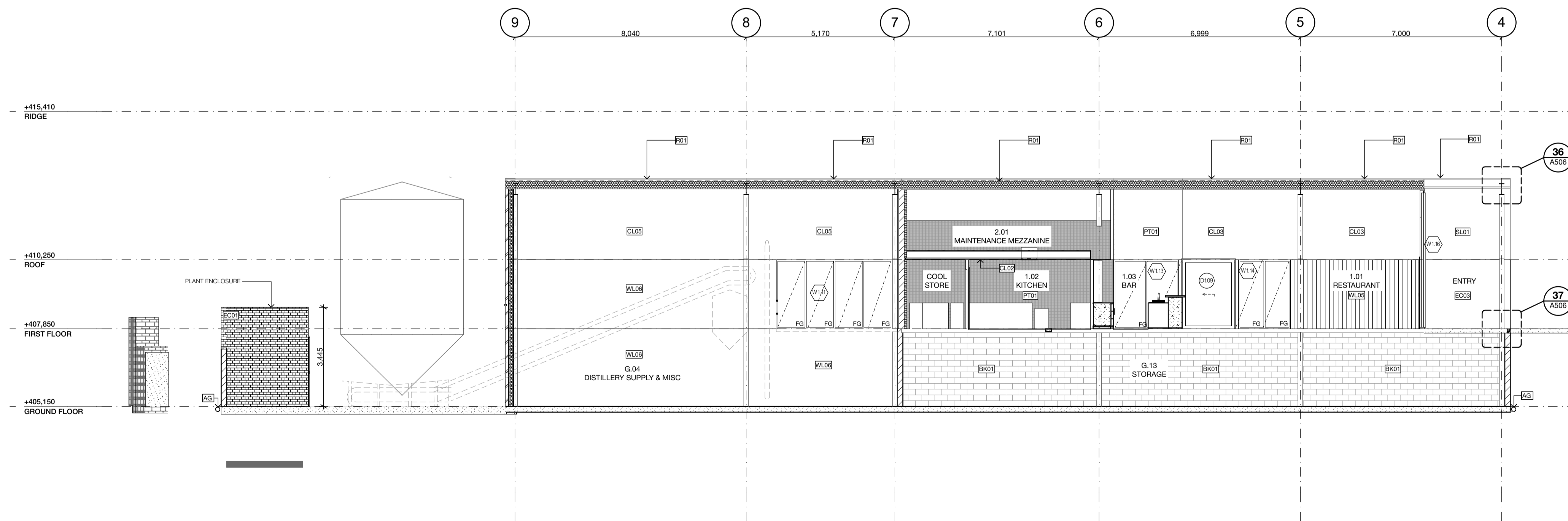
FINISHES SCHEDULE
EC01: SAN SELMO RECLAIMED AUSTRAL BRICKS
R01: CUSTOM ORB ZINCALUME STEEL



03 SECTION
1:100

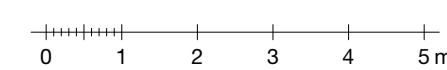


05 SECTION
1:100



04 SECTION
1:100

Rev	date	purpose	Rev	date	purpose	Rev	date	purpose
18	9/2/21	DA Minor Amendment						
12	10/10/20	DA Minor Amendment						
10	24/11/20	DA Minor Amendment						
09	19/11/20	DA Minor Amendment						
08	21/10/20	DA Minor Amendment						
07	30/9/20	DA Minor Amendment						



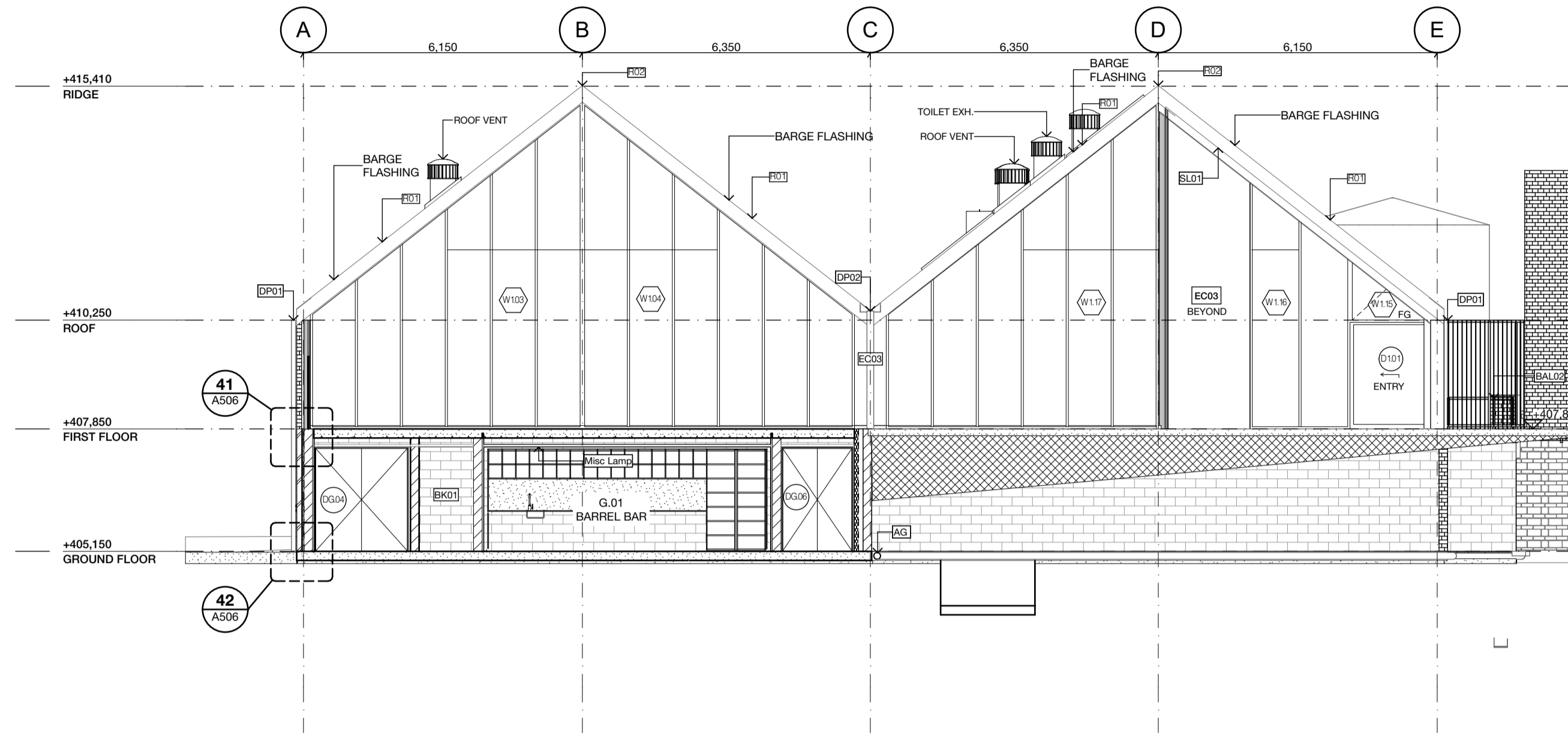
CUMULUS STUDIO
 copyright Cumulus Studio Pty Ltd
 info@cumulus.studio
 HOBART Suite 2, Level 2, 147 Macquarie Street Hobart, TAS 7000 +61(0) 6231 4841
 The copyright for these designs, plans and specifications belongs to Cumulus Studio Pty Ltd and must not be used, reproduced or copied without their written permission.

general notes
 These drawings show design intent & are suitable as a guide only. Do not scale off the drawings. All dimensions in millimetres. Dimensions of existing building are indicative only - they should not be relied on and are to be verified on site before commencing work. All documents shall be read in conjunction with specifications and any consultants' detail. All work shall be in accordance with the Building Code of Australia, relevant Australian Standards & local authority by-laws and regulations. Any discrepancies, errors or omissions shall be referred to the Architects. Drawings are not to be used for construction until issued Construction
 accredited designer: PETER WALKER, CC2143E
 drawn by: LW, RS, CCG
 checked by: LW
 reason of issue: CONSTRUCTION

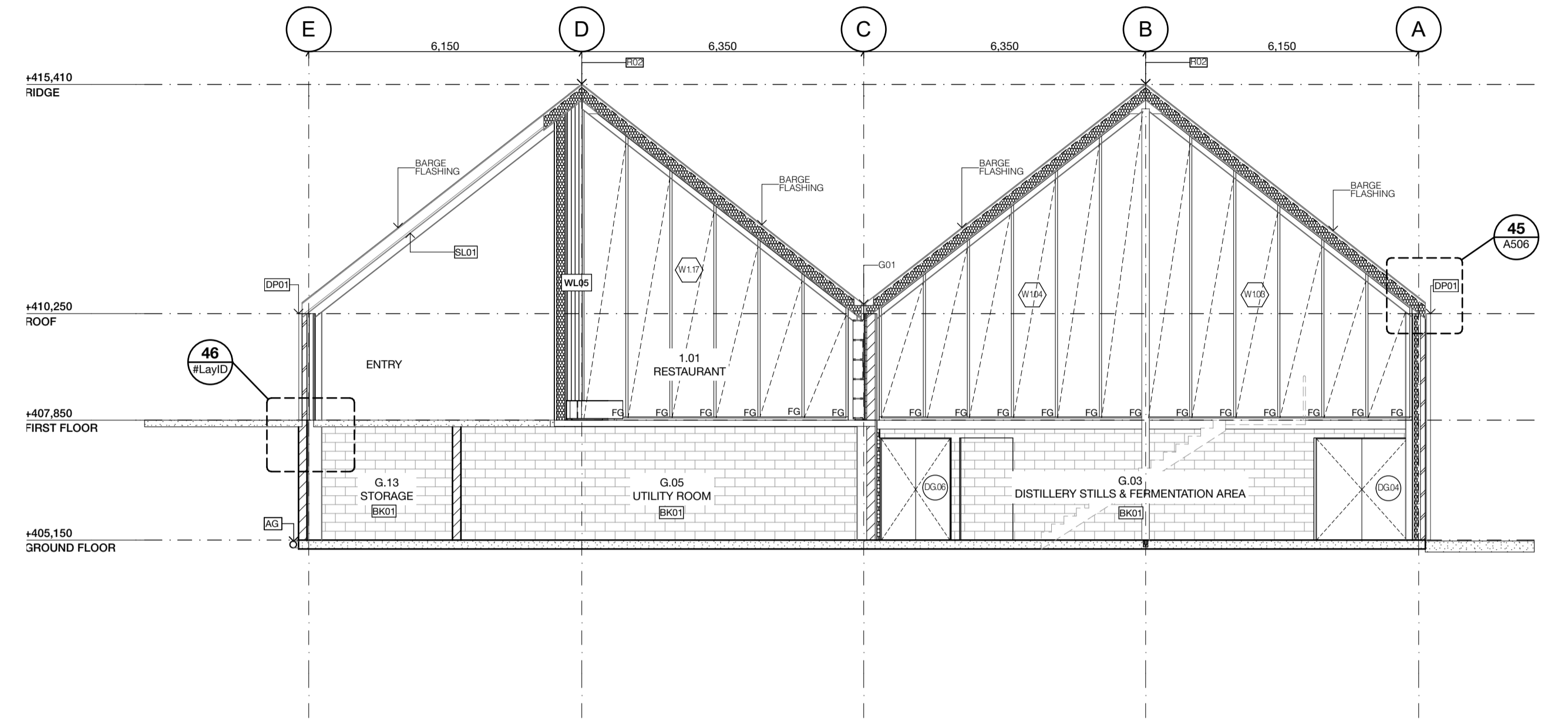
project: CALLINGTON MILL DISTILLERY
 99 HIGH STREET OUTLANDS

drawing title: SECTIONS
 print date: 10/2/21
 drawing n°: T17333-A401
 original size: A1
 revision: C18

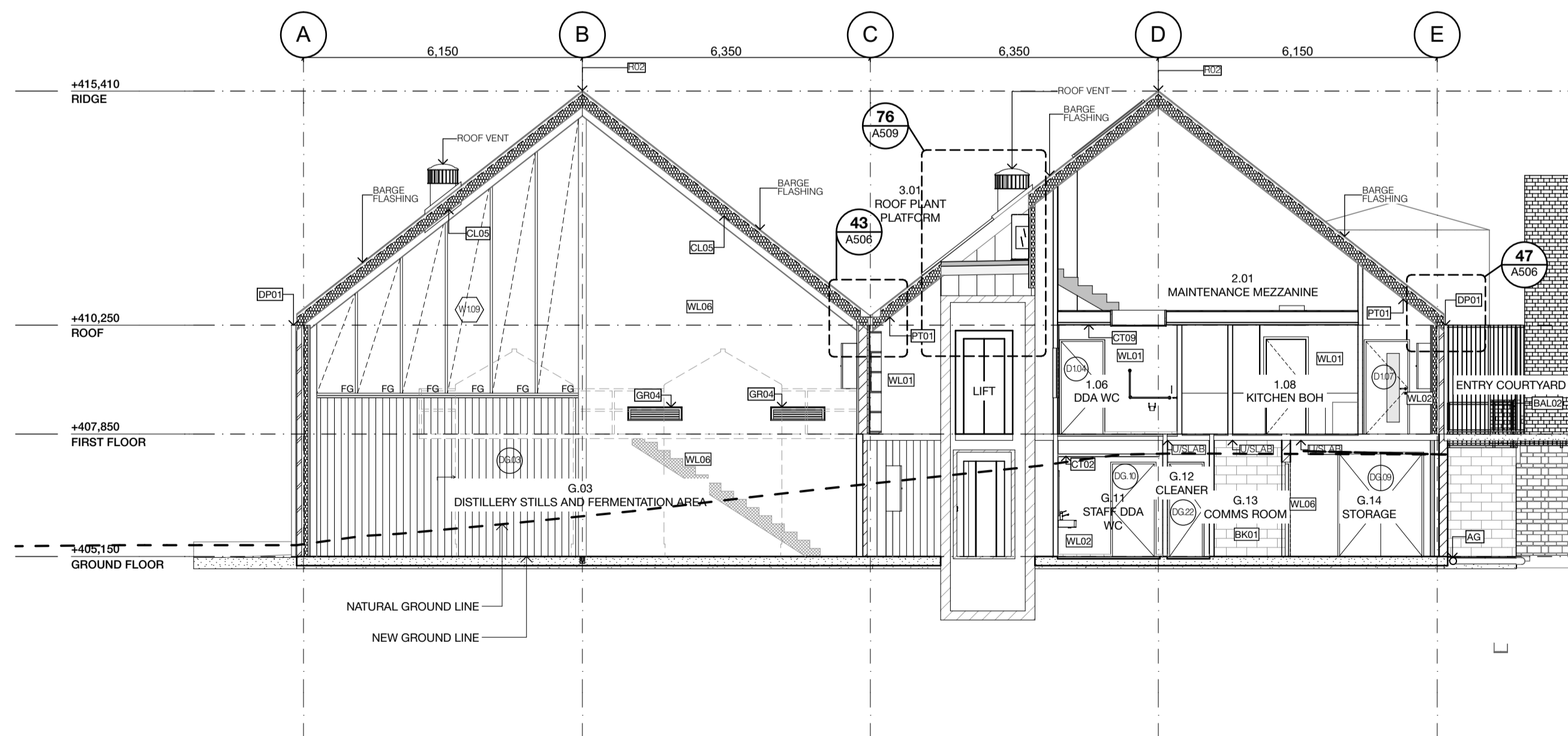
FINISHES SCHEDULE
EC01: SAN SELMO RECLAIMED AUSTRAL BRICKS
R01: CUSTOM ORB ZINCALLUME STEEL



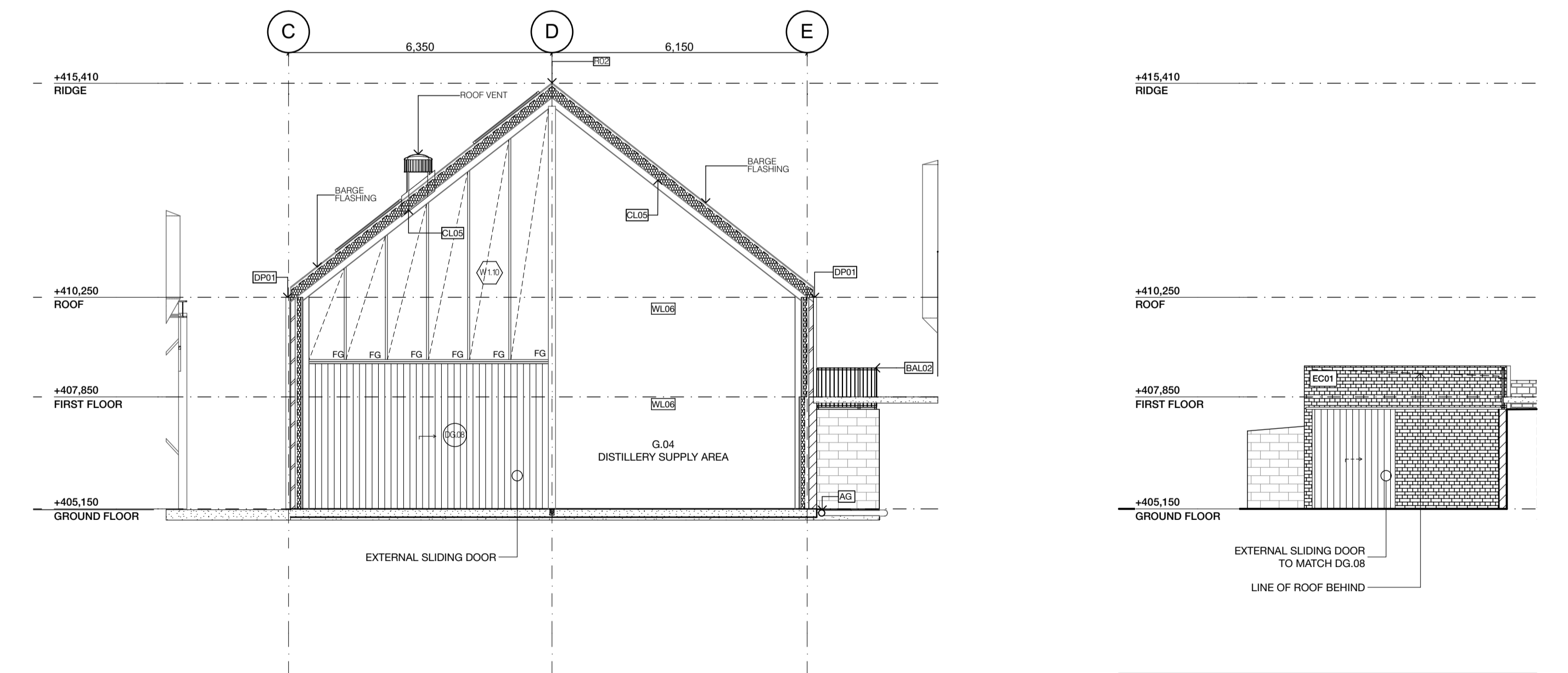
06 SECTION 1:100



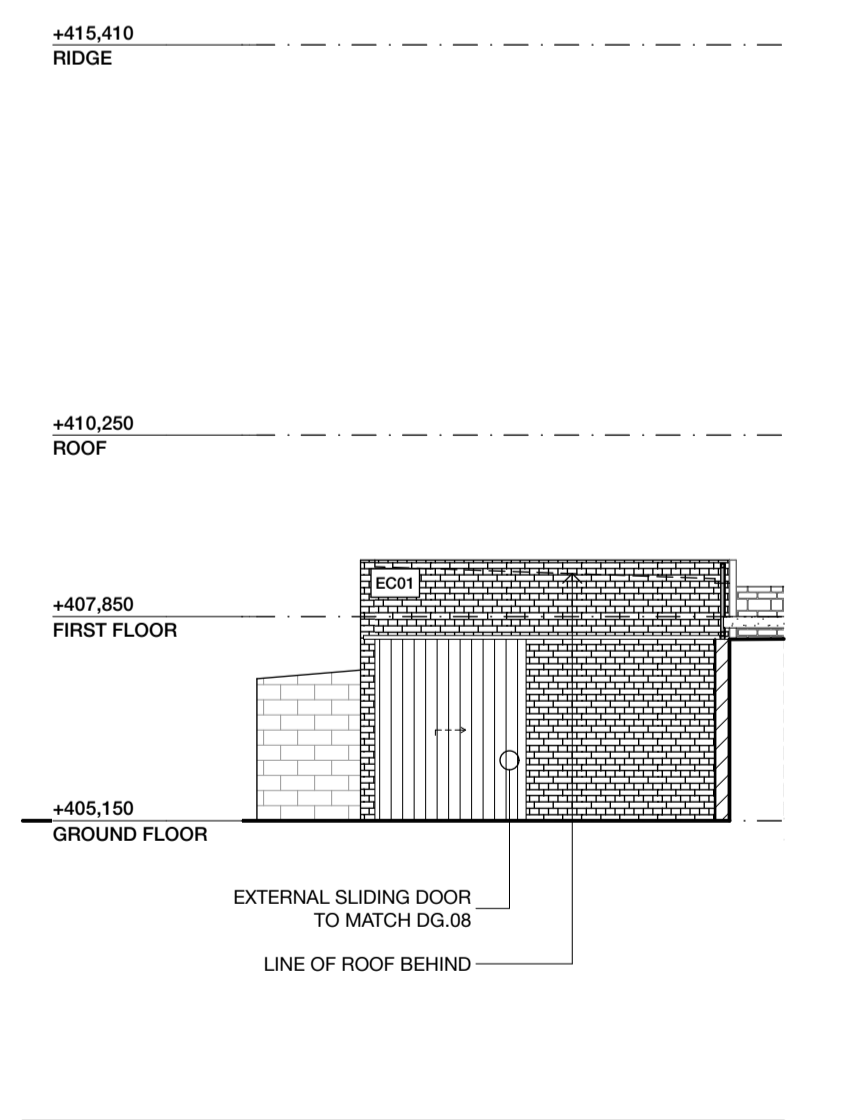
07 SECTION 1:100



08 SECTION 1:100

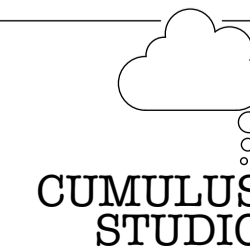
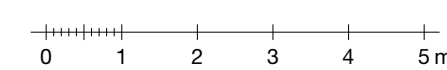


09 SECTION 1:100



10 BIN ENCLOSURE 1:100

Rev	date	purpose	Rev	date	purpose	Rev	date	purpose
18	9/2/21	DA Minor Amendment						
12	10/10/20	DA Minor Amendment						
10	24/11/20	DA Minor Amendment						
09	19/11/20	DA Minor Amendment						
08	21/10/20	DA Minor Amendment						
07	30/9/20	DA Minor Amendment						
02	30/9/20	Revisions as clouded						
01	2/6/20	Revisions as clouded						



copyright
Cumulus Studio Pty Ltd
 info@cumulus.studio
 HOBART Suite 2, Level 2, 147 Macquarie
 Street Hobart, TAS 7000 +61(0) 6231 4841

general notes
 These drawings show design intent & are suitable as a guide only. Do not scale off the drawings. All dimensions in millimetres. Dimensions of existing building are indicative only - they should not be relied on and are to be verified on site before commencing work. All documents shall be read in conjunction with specifications and any consultants' detail. All work shall be in accordance with the Building Code of Australia, relevant Australian Standards & local authority by-laws and regulations. Any discrepancies, errors or omissions shall be referred to the Architects. Drawings are not to be used for construction until issued Construction

accredited designer:
PETER WALKER, CC2143E
 drawn by
LW, RS, CCG
 checked by
LW
CONSTRUCTION

project:
**CALLINGTON MILL
 DISTILLERY**
 99 HIGH STREET OATLANDS

drawing title
SECTIONS
 print date
 10/2/21
 drawing n°
T17333-A402

original size
 A1
 revision
C18

SMC - KEMPTON
RECEIVED
10/02/2021



Rev	date	purpose	Rev	date	purpose	Rev	date	purpose
18	9/2/21	DA Minor Amendment						



copyright
Cumulus Studio Pty Ltd
info@cumulus.studio
HOBART Suite 2, Level 2, 147 Macquarie
Street Hobart, TAS 7000 +61(0) 6231 4841
The copyright for these designs, plans and specifications
belongs to Cumulus Studio Pty Ltd and must not be used,
reproduced or copied without their
REV 15

general notes
These drawings show design intent & are suitable as a guide
only. Do not scale off the drawings. All dimensions in
millimetres. Dimensions of existing building are indicative only
- they should not be relied on and are to be verified on site
before commencing work. All documents shall be read in
conjunction with specifications and any consultants' sheet.
All work shall be in accordance with the Building Code of
Australia, relevant Australian Standards & local authority by-
laws and regulations. Any discrepancies, errors or omissions
shall be referred to the Architects. Drawings are not to be
used for construction until issued Construction

accredited designer:
PETER WALKER, CC2143E
drawn by
LW, RS, CCG
checked by
LW
reason of issue
CONSTRUCTION

project:
**CALLINGTON MILL
DISTILLERY**
99 HIGH STREET OATLANDS

drawing title
PHOTOMONTAGES
print date
10/2/21
drawing nr
T17333-A1003
original size
A1
revision
C18



Rev	date	purpose	Rev	date	purpose	Rev	date	purpose
18	9/2/21	DA Minor Amendment						

CUMULUS STUDIO
 copyright
Cumulus Studio Pty Ltd
 info@cumulus.studio
 HOBART Suite 2, Level 2, 147 Macquarie
 Street Hobart, TAS 7000 +61(0) 6231 4841
 The copyright for these designs, plans and specifications
 belongs to Cumulus Studio Pty Ltd and must not be used,
 reproduced or copied without their
REV 15

general notes
 These drawings show design intent & are suitable as a guide
 only - Do not scale off the drawings. All dimensions in
 millimetres. Dimensions of existing building are indicative only
 - they should not be relied on and are to be verified on site
 before commencing work. All documents shall be read in
 conjunction with specifications and any consultants' draft.
 All work shall be in accordance with the Building Code of
 Australia, relevant Australian Standards & local authority by-
 laws and regulations. Any discrepancies, errors or omissions
 shall be referred to the Architects. Drawings are not to be
 used for construction until issued Construction
 accredited designer:
PETER WALKER, CC2143E
 drawn by
LW, RS, CCG
 checked by
LW
 reason of issue
CONSTRUCTION

project:
**CALLINGTON MILL
 DISTILLERY**
 99 HIGH STREET OATLANDS

drawing title
PHOTOMONTAGES
 print date
 10/2/21
 drawing n°
T17333-A1004
 original size
 A1
 revision
C18



Rev	date	purpose	Rev	date	purpose
18	9/2/21	DA Minor Amendment			

CUMULUS STUDIO
 copyright
Cumulus Studio Pty Ltd
 info@cumulus.studio
 HOBART Suite 2, Level 2, 147 Macquarie
 Street Hobart, TAS 7000 +61(0) 6231 4841
 The copyright for these designs, plans and specifications
 belongs to Cumulus Studio Pty Ltd and must not be used,
 reproduced or copied without their
REV 15

general notes
 These drawings show design intent & are suitable as a guide
 only. Do not scale off the drawings. All dimensions in
 millimetres. Dimensions of existing building are indicative only
 they should not be relied on and are to be verified on site
 before commencing work. All documents shall be read in
 conjunction with specifications and any consultants' detail.
 All work shall be in accordance with the Building Code of
 Australia, relevant Australian Standards & local authority by-
 laws and regulations. Any discrepancies, errors or omissions
 shall be referred to the Architects. Drawings are not to be
 used for construction until issued Construction

accredited designer:
PETER WALKER, CC2143E
 drawn by
LW, RS, CCG
 checked by
LW
 reason of issue
CONSTRUCTION

project:
**CALLINGTON MILL
 DISTILLERY**
 99 HIGH STREET OATLANDS

drawing title
PHOTOMONTAGES
 print date
 10/2/21
 drawing nr
T17333-A1005
 original size
 A1
 revision
C18



Brighton Council

**EXTRACT OF MINUTES OF THE ORDINARY COUNCIL MEETING
OF THE BRIGHTON COUNCIL HELD IN THE
COUNCIL CHAMBERS, COUNCIL OFFICES, OLD BEACH
AT 5.30 P.M. ON TUESDAY,
19th JANUARY 2021**

PRESENT: Cr Foster (Mayor); Cr Curran (Deputy Mayor); Cr Garlick;
Cr Geard; Cr Gray; Cr Jeffries; Cr Murtagh; Cr Owen and
Cr Whelan.

IN ATTENDANCE: Mr J Dryburgh (General Manager); Mrs J Banks
(Governance Manager); Mr D Allingham (Manager
Development Services); Mrs G Browne (Corporate
Executive) and Mr P Carroll (Senior Planner).

1. ACKNOWLEDGEMENT OF COUNTRY:

2. CONFIRMATION OF MINUTES:

**2.1 CONFIRMATION OF MINUTES OF THE ORDINARY COUNCIL MEETING
OF 15 DECEMBER 2020:**

*Cr Jeffries moved, Cr Geard seconded that the Minutes of the Ordinary Council meeting of
15th December 2020, be confirmed.*

CARRIED

VOTING RECORD

In favour Against

Cr Curran
Cr Foster
Cr Garlick
Cr Geard
Cr Gray
Cr Jeffries
Cr Murtagh
Cr Owen
Cr Whelan

3. APPLICATIONS FOR LEAVE OF ABSENCE:

All members were present.

4. PUBLIC QUESTION TIME AND DEPUTATIONS:

- * Ms Banks addressed Council in relation to Council's policy on kennel licences and the impending application and process for Boarding Kennels in Tea Tree.

5. DECLARATION OF INTEREST:

In accordance with Part 5, Section 48 of the *Local Government Act 1993*, the Chairman of a meeting is to request Councillors to indicate whether they have, or are likely to have an interest in any item on the agenda; and

Part 2 Regulation 8 (7) 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 any interest they may have in respect to any matter appearing on the agenda, or any supplementary item to the agenda, which the Council has resolved to deal with, in accordance with Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2015*.

There were no declarations of interest

11. COUNCIL ACTING AS PLANNING AUTHORITY:

In accordance with the provisions of Part 2 Regulation 25 of the *Local Government (Meeting Procedures) Regulations 2015*, the intention of the Council to act as a Planning Authority pursuant to the *Land Use Planning and Approvals Act 1993* is to be noted. In accordance with Regulation 25, the Council will act as a planning authority in respect to those matters appearing under Item 11 on this agenda, inclusive of any supplementary items.

11.4 SOUTHERN TASMANIA REGIONAL LAND USE STRATEGY – EXTENSION OF URBAN GROWTH BOUNDARY AT 69 BRIGHTON ROAD, BRIGHTON:

Type of Report	Planning Authority
Address:	69 Brighton Road, Brighton
Requested by:	Brighton Council
Proposal:	Amend the Regional Land Use Strategy to extend the Urban growth Boundary over part of 69 Brighton Road
Zone:	Rural Resource Zone

Ordinary Council Meeting

19/01/2021

Author: Manager Development Services (David Allingham) & Senior
Planner (Patrick Carroll)

1. Executive Summary

- 1.1. The purpose of this report is to consider a request to amend the Southern Tasmanian Regional Land Use Strategy (STRLUS) 2010-2035 to extend the Urban Growth Boundary (UGB) the part of 69 Brighton Road that is not covered by the Attenuation Area overlay (approximately 11.27ha).
- 1.2. Largely, the request is a result of the Department of Education (DoE) compulsorily acquiring 10ha of General Residential zoned land at 33 Elderslie Road that was earmarked for residential development for a new Brighton High School
- 1.3. The existing Jordan River Learning Federation (JRLF) school farm site was Council's preferred site for the new Brighton High School as it was already owned by DoE and all other proposed sites were needed to accommodate residential or recreation growth for the municipality.
- 1.4. STRLUS and the UGB has not had a significant review since it was first gazetted in 2011. In the subsequent 10 years, rapid growth has put significant pressure on land supply in the municipality, particularly in Brighton.
- 1.5. State treasury has forecast that the Brighton municipality is predicted to be the fastest growing municipality in Tasmania to 2032 with most of the growth to be located within Brighton. The loss of 10ha of general residential land puts significant pressure on land supply in the Brighton township.
- 1.6. A land supply analysis predicts that all remaining infill development opportunities will need to be completed to accommodate the growth, which is unrealistic.
- 1.7. The extension of the UGB over 11.27ha over 69 Brighton Rd is urgently needed and a logical extension of the Brighton township and will effectively replace the 10ha of land compulsorily acquired by DoE.
- 1.8. In partnership with DoE, Brighton Council have engaged a consultant to prepare a Master Plan over the South Brighton area, which includes 69 Brighton Road. The Master Plan will ensure a thorough planning process and that the new high school development is appropriately integrated into the surrounding residential area.
- 1.9. To proceed, the request must be considered and supported by the Planning Authority. If supported, a letter will be sent to the Minister for

Planning to request a STRLUS amendment to extend the UGB.

1.10. The proposal is recommended to be supported.

2. Legislative & Policy Content

- 2.1. The Southern Tasmanian Regional Land Use Strategy (STRLUS) was approved by the Minister for Planning on 27 October 2011. The STRLUS was subsequently amended on 1 October 2013, 14 September 2016, 9 May 2018, and 19 February 2020. Most of the amendments to the STRLUS were to provide for minor expansions of the Urban Growth Boundary.
- 2.2. Under Section 5A of *the Land Use Planning and Approvals Act 1993* (LUPAA), the Minister must undertake regular and periodic reviews of regional strategies. To date, no broad review has taken place, nor has the process for a review begun.
- 2.3. The Tasmanian Planning Commission (TPC) has advised it cannot consider planning scheme amendments that propose to rezone land for suburban densities that is located outside the UGB as shown in STRLUS.
- 2.4. Since the STRLUS was declared in 2011, Brighton has experienced significant growth. The municipality is starting to experience increasing development pressure on the fringes of Brighton's township, and there have been substantial changes in terms of housing, employment and education. As such, the STRLUS is in urgent need of review.
- 2.5. Currently, there is no statutory mechanism for either individuals or Planning Authorities to apply to amend the STRLUS.
- 2.6. The purpose of this report is to enable the Planning Authority to determine whether to support an amendment to the STRLUS.
- 2.7. The relevant legislation is the *Land Use Planning and Approvals Act 1993* (the Act).

- 2.8. In the context of land use planning, the STRLUS sets the broad strategic direction for the region as a whole.
- 2.9. The provisions of the Act specifically require all planning schemes to be – as far as practicable – consistent with the relevant Regional Land Use Strategy. Specifically, pursuant to Section 32(ea) of the Act, before certifying and publicly exhibiting a draft planning scheme amendment, the Planning Authority must be satisfied that the draft amendment is consistent with the Regional Land Use Strategy. Further, pursuant to Section 30O(1) of the Act, the Tasmanian Planning Commission must also be satisfied that a draft amendment is consistent with the Regional Land Use Strategy before approving the amendment.
- 2.10. As the land at 69 Brighton Road is outside the existing Urban Growth Boundary within the STRLUS, any application to rezone the land to an urban zoning would be inconsistent with the STRLUS, and as such, a planning scheme amendment of this nature could not be approved.
- 3. Reviewing and Amending the Regional Land Use Strategies**
- 3.1. As no thorough review of STRLUS has commenced and there is no statutory mechanism for it to be amended by an individual or planning authority, the Planning Policy Unit has prepared an Information Sheet¹ (see Attachment A), which provides guidance on when and under what circumstances the regional land use strategies are reviewed and amended. It also provides information on the requirements and process for reviewing and considering amendments to the regional land use strategies.
- 3.2. The Information Sheet specifies the following minimum information requirements to support an amendment request:
- All requests for an amendment to a regional land use strategy should first be directed to the relevant local planning authority or regional body representing the local planning authorities in the region.
 - All draft amendments to a regional land use strategy should be submitted in writing to the Minister for Planning by the relevant local planning authority or regional body representing the local planning authorities in the region.
 - The supporting documentation should include details on why the amendment is being sought to the regional land use strategy.

¹ Department of Justice (2019) *Information Sheet RLUS 1 – Reviewing and Amending the Regional Land Use Strategies*. Hobart, Tasmania.
https://www.planningreform.tas.gov.au/_data/assets/pdf_file/0004/456961/Information-Sheet-RLUS-1-Reviewing-and-amending-the-Regional-Land-Use-....pdf

- The supporting documentation should include appropriate justification for any strategic or policy changes being sought and demonstrate how the proposed amendment:
 - (a) furthers the Schedule 1 objectives of LUPAA;
 - (b) is in accordance with State Policies made under section 11 of the State Policies and Project Act 1993;
 - (c) is consistent with the Tasmanian Planning Policies, once they are made; and
 - (d) meets the overarching strategic directions and related policies in the regional land use strategy.
- 3.3. The Information Sheet also recommends that written endorsement for the proposed change is sought from all planning authorities in the relevant region as well as all relevant State Service agencies.
- 3.4. Where an amendment seeks to modify an UGB the following additional supporting information should also be required:
 1. Justification for any additional land being required beyond that already provided for under the existing regional land use strategy. This analysis should include the current population growth projections prepared by the Department of Treasury and Finance.
 2. Analysis and justification of the potential dwelling yield for the proposed additional area of land.
 3. Analysis of land consumption (i.e. land taken up for development) since the regional land use strategy was declared.
 4. Justification for any additional land being located in the proposed area, considering the suitability of the area in terms of access to existing physical infrastructure, public transport, and activity centres that provide social services, retail and employment opportunities.
 5. Consideration of appropriate sequencing of land release within the local area and region.
 6. Consideration of any targets for infill development required by the regional land use strategy.
 7. Potential for land use conflicts with use and development on adjacent land that might arise from the proposed amendment.
- 3.5. Additionally, the following matters must be considered if an amendment is proposed to a regional land use strategy to develop 'greenfield' land:

1. How the amendment accords with the other strategic directions and policies in the relevant regional land use strategy.
 2. Impacts on natural values, such as threatened native vegetation communities, threatened flora and fauna species, wetland and waterway values, and coastal values.
 3. Impacts on cultural values, such as historic heritage values, Aboriginal heritage values and scenic values.
 4. The potential loss of agricultural land from Tasmania's agricultural estate (including but not limited to prime agricultural land and land within irrigation districts) or land for other resource-based industries (e.g. extractive industries).
 5. The potential for land use conflicts with adjoining land, such as agricultural land and nearby agricultural activities, other resource-based industries (e.g. forestry and extractive industries) and industrial land taking into account future demand for this land.
 6. Risks from natural hazards, such as bushfire, flooding, coastal erosion and coastal inundation, and landslip hazards.
 7. Risks associated with potential land contamination.
 8. The potential for impacts on the efficiency of the State and local road networks (including potential impacts/compatibility with public transport and linkages with pedestrian and cycle ways), and the rail network (where applicable).
- 3.6. The following sections address the matters that are covered by the above-mentioned legislative requirement.

4. Risk & Implications

- 4.1. Approval or refusal of this request will have no direct financial implications for the Planning Authority.
- 4.2. As noted in the body of the report, refusing the request may result in a shortage of appropriately zoned residential land in the medium to long term.

5. Site Detail

- 5.1. The proposed area to be added to the Urban Growth Boundary is the northern portion of 69 Brighton Road, Brighton. The area encompasses all land to the north of the existing Bridgewater Industrial Precinct Attenuation Area.

Ordinary Council Meeting

19/01/2021

- 5.2. The total area of 69 Brighton Road measures 24.59ha. However, the area proposed to be relocated within the Urban Growth Boundary (i.e. the area shown in red in Figure 1) measures approximately 11.27ha.
- 5.3. The site sits approximately 388m to the south of Elderslie Road, and immediately to the west of Brighton Road.
- 5.4. The site is within close proximity to the Brighton commercial precinct and Brighton Industrial Estate and is located on an existing bus route along Brighton Rd.
- 5.5. The adjoining property at 1 Elderslie Road has recently been sold to the Department of Education. 1 Elderslie Road has been announced as the location of the future Brighton High School site, which is due to open in 2025.
- 5.6. 69 Brighton Road is currently zoned Rural Resource under the *Brighton Interim Planning Scheme 2015*. The site is immediately adjacent to both 1 Elderslie Road and 33 Elderslie Road, both of which sit within the Urban Growth Boundary.
- 5.7. 1 Elderslie Road has an area of 10ha, and is shown in yellow on Figure 1 below.

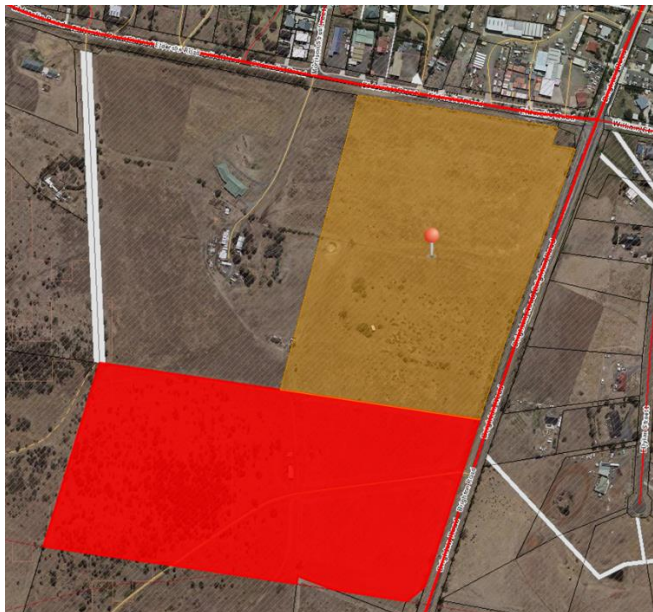


Figure 1: 69 Brighton Rd is shown in red and 1 Elderslie Rd shown in yellow.

- 5.8. 1 Elderslie Road is currently situated within the Urban Growth Boundary. However, as the land has been sold to the Department of Education and nominated as the future high school site, this 10ha parcel will now be unavailable for future residential development.

6. Proposal

- 6.1. The existing UGB is shown on Map 10 of the STRLUS and the area over Brighton is reproduced in Figure 2.

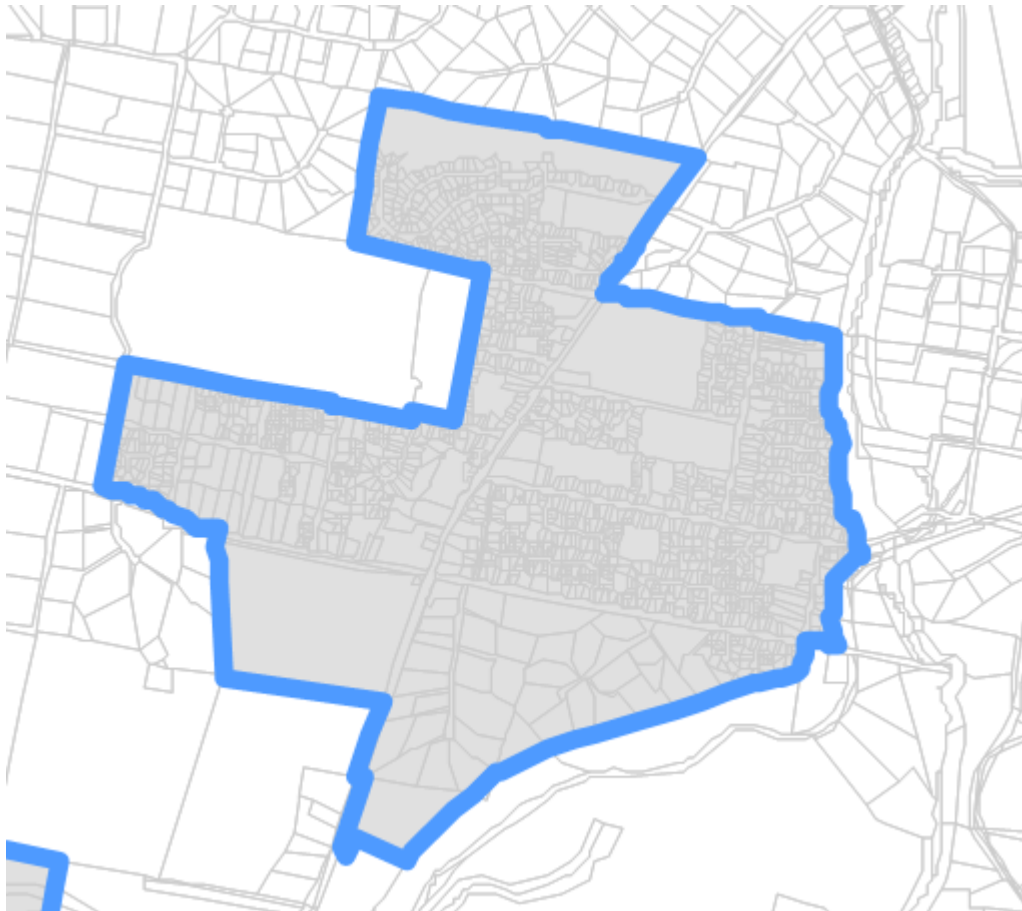


Figure 2: Existing UGB over Brighton

- 6.2. It is proposed that the STRLUS be amended by expanding the UGB by approximately 11.27ha to include part of 69 Brighton Road. The proposed area to be added to the UGB is shown bound in red in Figure 3.
- 6.3. No planning scheme amendment, subdivision or development applications are requested at this time. However, a Master Plan is being prepared for 69 Brighton Rd and the surrounding South Brighton Development Precinct.
- 6.4. The landowner has provided a consent for the UGB expansion (Attachment B)

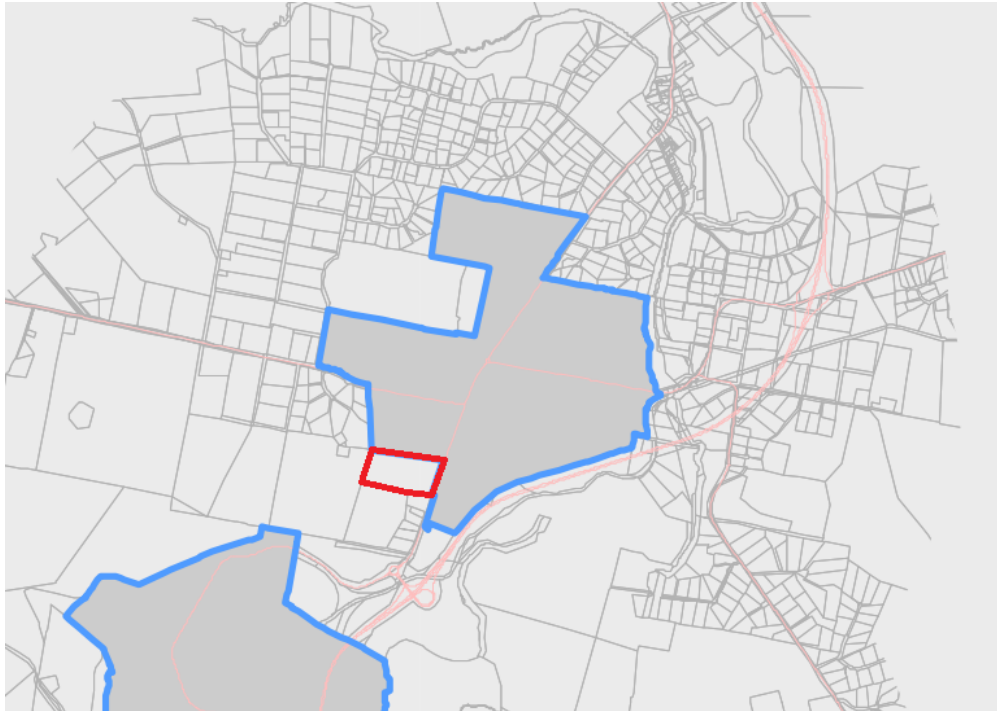


Figure 3: The red border depicts the proposed extension of the UGB over 69 Brighton Rd.

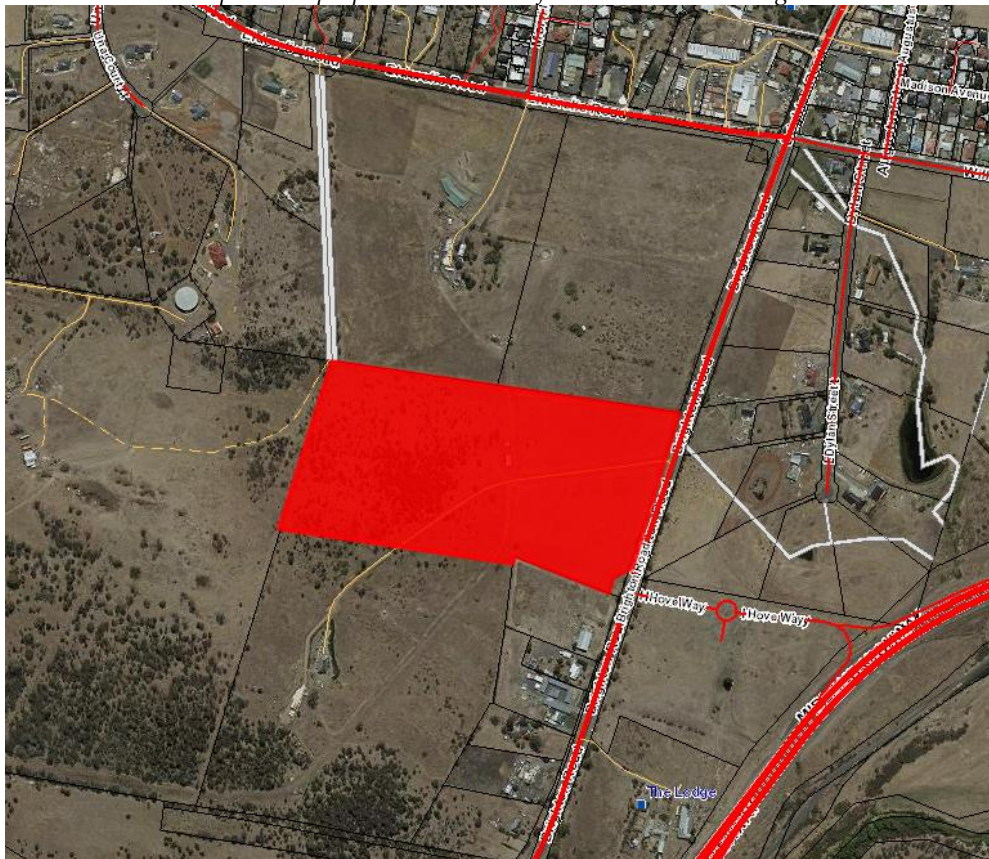


Figure 4: The proposed extension UGB extension over 69 Brighton Rd is shown in red.

7. Relevant Background

- 7.1. South Brighton has long been earmarked as a residential growth option and is identified as a Greenfield Development Precinct in the STRLUS and the Brighton Local Area Plan 2012 (BLAP 2012). A key action in the BLAP 2012 is to prepare a Specific Area Plan for the South Brighton Greenfield Development Precinct (“the Development Precinct”) in the short/medium term.
- 7.2. In early 2020, the Department of Education (DoE) announced that a new \$30 million high school will be built in Brighton, providing state of the art learning facilities for Years 7-12. The site chosen for the Brighton High School is 10 hectares of land within the Greenfield Development Precinct on the corner of Elderslie and Brighton Road (now 1 Elderslie Rd).
- 7.3. Prior to the announcement, Brighton Council advocated for the Brighton High School to be located on the existing DoE owned Jordan river Learning federation school farm site in central Brighton as all other potential sites were needed to accommodate residential or recreation growth for the municipality.
- 7.4. The loss of 10 hectares of land within the Greenfield Development Precinct puts significant pressure on land supply in the Brighton township.
- 7.5. The extension of the UGB over 11.27ha over 69 Brighton Rd will effectively replace the 10ha of land compulsorily acquired by DoE and is a logical extension of the Brighton township.
- 7.6. In June 2020, Brighton Council, in partnership with DoE, have engaged a consultant to prepare a Master Plan for the South Brighton Development Precinct, which includes the land at 69 Brighton Road (See Figure 5 below). The objective of the Master Plan is:

“To develop a comprehensive Master Plan for South Brighton which will guide the development of an attractive gateway neighbourhood which seamlessly integrates the new Brighton High School.”

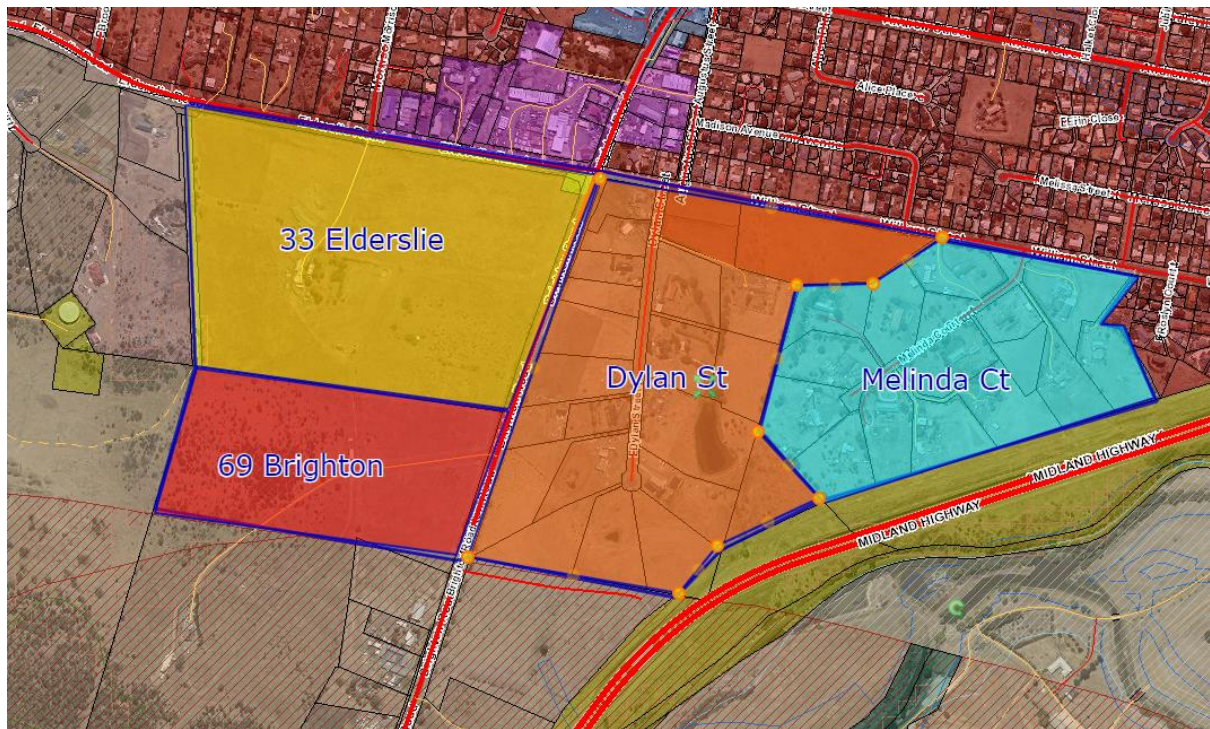


Figure 5: The South Brighton Development Precinct Master Plan area.

- 7.7. At the time of writing, the consultant had completed an infrastructure feasibility for the area and aboriginal heritage surveys and natural values assessments had been commissioned.

8. Planning Assessment

8.1. Southern Tasmanian Regional Land Use Strategy

8.1.1 Greater Hobart Residential Strategy

STRLUS provides for a Greater Hobart Residential Strategy to provide for greater efficiency in the use of land through balancing the ratio of greenfield to infill development.

While there are sufficient infill opportunities within existing residential areas in Greater Hobart to accommodate forecast demand, there are many barriers to overcome if a 100% infill policy would be adopted.

The Strategy proceeds based on a 50/50 ratio of greenfield to infill scenario with a minimum net density of 15 dwelling per hectare. Residential growth will be primarily managed through an UGB that will set the physical extent for a 20-year supply of residential land for the metropolitan area.

Also, to be included within the UGB is land for other urban purposes (i.e. commercial and industrial development) as well as pockets of open space and recreational land that assist in providing urban amenity.

8.1.2 Brighton Context

Figure 6 shows how the UGB is applied in the Brighton municipality.

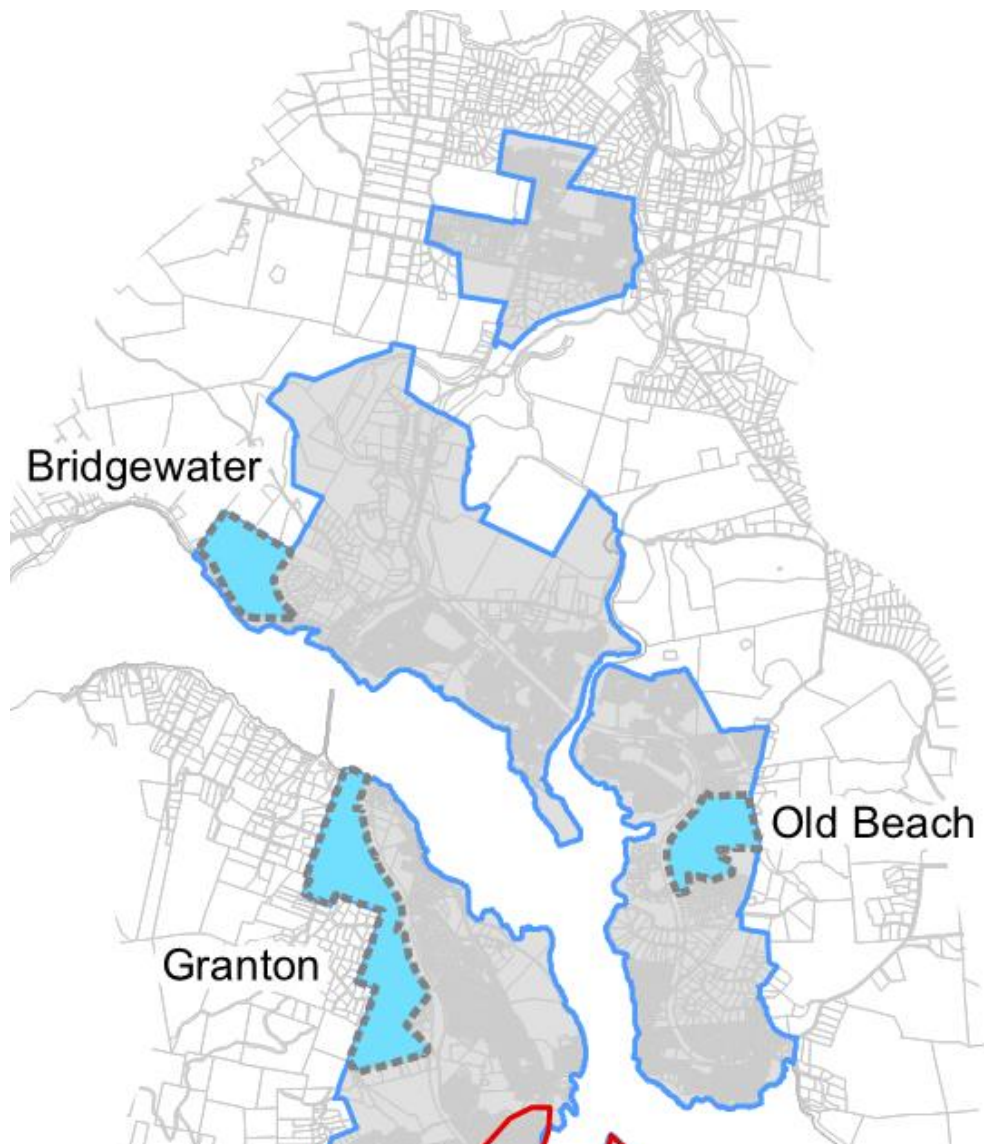


Figure 6: The STRLUS UGB over the Brighton municipality.

Policy SRD 2.3 provides greenfield land for residential purposes across nine Greenfield Development Precincts within the greater Hobart area. Three of these are within the Brighton municipality:

- Bridgewater North
- Brighton South
- Gagebrook/Old Beach

The Brighton South Greenfield Development Precinct was annotated Map 10 in the 2011 gazetted version of STRLUS, but the annotation was removed in the amended 2013 version for unknown reasons.

Ordinary Council Meeting

19/01/2021

Regardless, the Brighton South Greenfield Development Precinct at 33 Elderslie Road was zoned to residential in 2009 but has never been developed. 10ha of this land has now been acquired by DoE for the Brighton High School.

The majority of the Gagebrook/Old Beach Greenfield Development Precinct has now been rezoned to General Residential with the Tivoli Green Specific Area Plan overlay which provides for 566 lots. There is a further 15.4ha of land across three parcels that is still zoned Future Urban.

The Bridgewater North Precinct is also zoned Future Urban, but is considered to be poorly located and has poor access to services. In regard to the Bridgewater North Precinct, the BSP 2018 states:

Given that it is currently isolated from other residential zoning development, its development for urban purposes may only be a long term prospect if land to the east is developed for similar purposes.

The potential development of a light rail stop at Bridgewater would provide a catalyst for development. Given that it represents the only viable growth direction for Bridgewater, its zoning should be retained.

Policy SRD 2.7 requires residential infill growth to be distributed across the existing urban areas for the 25 year planning period, with 15%, or 1987 dwellings, to be accommodated within the Brighton municipality UGB.

- 8.2** *Justification for any additional land being required beyond that already provided for under the existing regional land use strategy. This analysis should include the current population growth projections prepared by the Department of Treasury and Finance.*

8.2.1 Brighton Land supply

A review of current lot supply in Brighton was undertaken in December 2020 (see attachment C). The review is comprised of the most significant subdivisions/land holdings and is completed to provide an indication of residential land availability. It does not account for all available lots or minor infill subdivision and on this basis underrepresents the number lots actually available, or readily subdividable within the UGB. However, the STRLUS acknowledges that there are many barriers to infill development and that is why it uses a 50/50 ratio of greenfield to infill development.

In summary, there are currently 1,499 potential infill lots that are already zoned General Residential. This includes 726 lots that are located within the Gagebrook/Old Beach and South Brighton Greenfield Development Precincts that have already been rezoned. It does not include the 10ha acquired for the new Brighton High School.

There is also potential for 735 greenfield lots within the Bridgewater North and Gagebrook/Old Beach Greenfield Development Precincts that is currently zoned Future Urban. Although, as noted above, the Bridgewater North Precinct is isolated and remains a long-term prospect.

Accordingly, **there are a total of 2,234 lots** in Brighton municipality (1,499 infill and 735 greenfield) that are either approved or could be approved and able to be released in coming years. **Only 599 of these are within the Brighton township.**

The Tasmanian Department of Treasury and Finance (Treasury) population projections in 2019 expect Brighton Local Government Area (LGA) to be the fastest growing LGA in Tasmania in percentage terms with an expected population gain of 33.4%, or 5,754 people, by 2042. This is an average growth rate of 1.18% per annum.

Analysis undertaken for the Brighton Structure Plan 2018 (BSP 2018) predicts considerably stronger population growth of 7,040 people by 2033 (Based on a 2% growth scenario).

The BSP predicts that 43% of the growth will be accommodated within the suburbs of Brighton and Pontville at a growth rate of 2.7% per annum, or an increase of 3,040 people by 2033 (or 2,465 people by 2042 under the Treasury scenario).

Using ABS data of 2.6 people per household this equates to a demand of 2,213 dwellings by 2042 under the Treasury scenario and 2,708 dwellings by 2033 under the BSP scenario.

This existing supply just satisfies the 20 year supply from Treasury the Treasury projections, but would require ALL infill development opportunities to proceed. The existing supply is well short of the BSP scenario.

Under the BSP scenario for 43% of growth to be accommodated in Brighton township, there will be a shortage of 351 dwellings under the Treasury scenario or 565 dwellings under the BSP scenario.

Of further concern is the release of land in Brighton municipality has generally been slow. Only 309 of potential lots are currently approved and this includes 77 lot subdivision at Plymouth Rd, Gagebrook which hasn't sold a single lot since it was approved in 2006.

Brighton township is expected to accommodate the most growth, but there are only 99 approved lots, 64 of which are in the Army Camp and are likely to be released in early 2021.

Ordinary Council Meeting

19/01/2021

A further issue is the isolated location of the Bridgewater North Precinct (approximately 600 lots) and whether the General Residential Zone would even be appropriate in this area.

The loss of 10ha of General Residential land for the use of the Brighton High School has put significant pressure on the land supply within the Brighton township. However, this can be logically replaced on the adjoining land at 69 Brighton Road if the UGB is extended.

8.2.2 Brighton Structure Plan 2018

In addition to Council's own lot supply analysis is that undertaken in the BSP 2018.

Whilst the BSP is not a legislative requirement under the Act, it does represent orderly and sound strategic planning direction for the Brighton municipal area.

The BSP acts as a guide for major changes to land use, built form and public spaces that together can achieve identified economic, social and environmental objectives for Brighton.

Strategy 1 from the BSP is relevant to this proposal:

Strategy 1: Review the Urban Growth Boundary.

Based on an analysis of land availability and projected population growth for Brighton, the Structure Plan states that there is inadequate land within the existing Urban Growth Boundary to accommodate Brighton's long term housing needs.

The Structure Plan identifies that 58.2ha of additional land will be needed to meet the required demand within the life of the Structure Plan. It should be noted that the Structure Plan was written in 2018, prior to the Department of Education announcing its plans to develop a high school on the 10ha parcel at 1 Elderslie Road. As noted above, the 10ha of land sits immediately to the north of 69 Brighton Road, and within the existing Urban Growth Boundary.

By removing the 10ha of land acquired by the Department of Education from land to be developed at urban densities, essentially Brighton needs 68.2 ha of additional urban land to meet the projected demand.

The proposed extension of the Urban Growth Boundary would provide for 11.27ha of the 68.2ha, should the land be rezoned and developed in the future.

The Structure Plan recommends that 69 Brighton Road be considered as a primary urban growth option (p.53). It also recommends the Urban Growth

Boundary be extended to encompass new greenfield development precincts – i.e. the land at 69 Brighton Road (p.44).

The proposed amendment is considered to be consistent with the relevant strategies and actions from the Structure Plan.

8.3 Analysis and justification of the potential dwelling yield for the proposed additional area of land.

Council in partnership with DoE has engaged a consultant to undertake an infrastructure feasibility and prepare a Master Plan for the South Brighton Development Precinct.

Figure 7 shows an early concept sketch for 69 Brighton Rd and how it might be developed. The concept sketch shows a dwelling yield of approximately 123.

If the land was developed at 15 dwelling per hectare, as required for greenfield developments under STRLUS, then the dwelling yield will be approximately 169. However, a threatened vegetation community has been identified on the upper western slope and this area may not be developable.

In summary, it is likely that the dwelling yield on 69 Brighton Road will be between 120 and 170 dwellings.

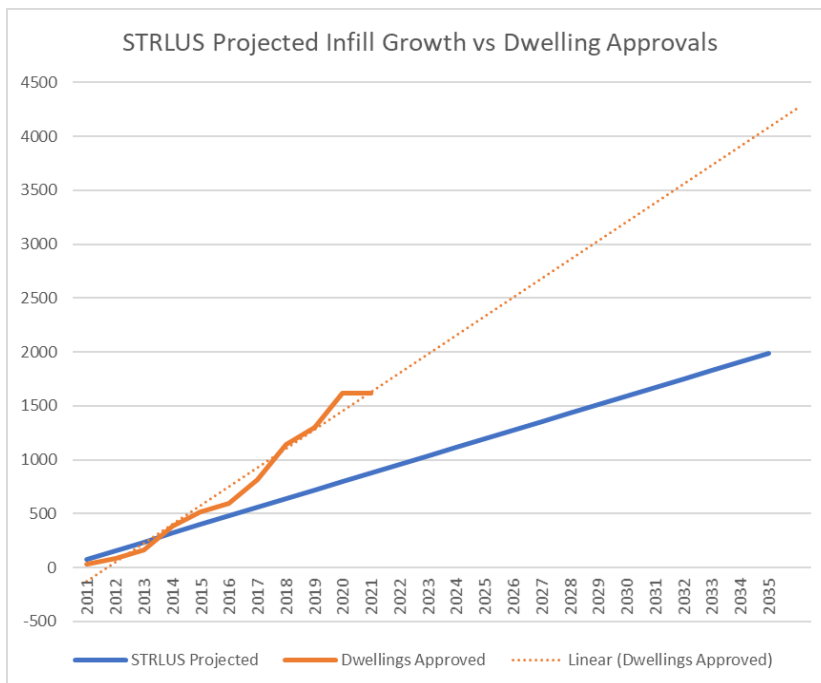


Figure 7: Concept sketch for 69 Brighton Rd (Source: GHD, 2019)

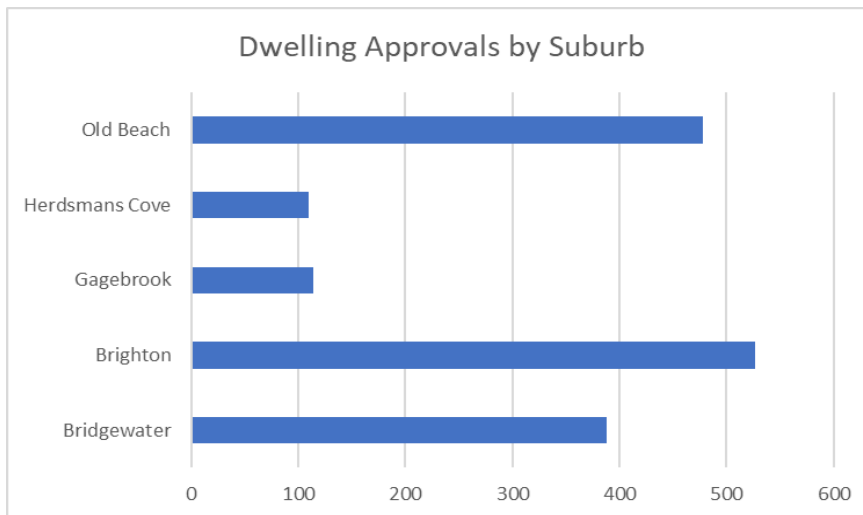
8.4 Analysis of land consumption (i.e. land taken up for development) since the regional land use strategy was declared.

STRLUS identifies that 1,987 dwellings should be accommodated as infill growth within the Brighton municipality over the 25 year planning period. Using Council’s development approvals database, it has been estimated that approximately 1,618 dwellings have been constructed on brownfield sites since the STRLUS was gazetted in 27 October 2011. The results have been filtered to ensure that only dwelling approvals within the UGB (excluding Greenfield Development Precincts) have been included.

It is only 10 years into 25 year planning period and the Brighton Council has already achieved 81% of its infill target (see Graph 1). Graph 2 confirms that the strongest growth is within the Brighton township.



Graph 1: STRLUS projected infill growth vs actual development approvals.



Graph 2: Dwelling approvals within UGB by suburb since 27 October 2011.

Additionally, DoE compulsorily acquired 10ha of General Residential zoned land at 33 Elderslie Rd, Brighton (now 1 Elderslie Rd) for the new Brighton High School.

It is acknowledged that land within the UGB will include land for urban purposes, however 33 Elderslie Road has always been earmarked for residential development. For this reason, Brighton Council's preferred high school site was on the existing JRLF school farm site which was already owned by DoE and zoned appropriately. Arguably a school farm is not an urban use and does not belong in the UGB.

STRLUS identified three greenfield sites within Brighton. Two of these have now been rezoned and the other with poor proximity to services and a long term prospect.

Other than 15ha balance of the Old Beach Greenfield Development Precinct (6ha of which is waterway), there is effectively no well-located greenfield land remaining in the Brighton municipality. Of particular concern is the lack of land available within the Brighton township.

8.5 *Justification for any additional land being located in the proposed area, considering the suitability of the area in terms of access to existing physical infrastructure, public transport, and activity centres that provide social services, retail and employment opportunities.*

As previously mentioned, 69 Brighton Road has been included in a master planning process being undertaken on behalf of Brighton and DoE.

The site will obviously have excellent access to the adjoining high school facility and the master planning process will ensure that there is strong connectivity to the surrounding neighbourhood.

The site has excellent frontage to Brighton Road which is an existing public transport corridor and there is an opportunity to provide a new bus stop once the land is developed. Footpaths and bike lanes will be extended from the corner of Elderslie Road along Brighton Rd to the roundabout to the south. This will provide excellent connectivity to the Brighton township activity centre to the north and the Brighton Industrial Estate to the south.

The Brighton activity centre provides a range of social services and employment opportunities. The Industrial Estate is also a major employer in the municipality and has significant growth potential. The Highway Services Precinct at 40 Brighton Road (opposite 69 Brighton Road) provides further employment opportunities. An extension of the Brighton activity centre into the Master Plan area is also being considered.

There are some major infrastructure upgrades required, however the consultants have prepared a draft infrastructure feasibility study to ensure the most cost-effective outcomes can be achieved.

8.6 *Consideration of appropriate sequencing of land release within the local area and region.*

As noted above, the supply of land in the Brighton local area is unlikely to meet forecast demand even with the extension of the UGB over 69 Brighton Road. The Master Plan process will look at the staged release of land in the area.

8.7 *Consideration of any targets for infill development required by the regional land use strategy.*

See section 8.4 above. Brighton is likely to achieve its infill development target well before the 25 year planning period.

8.8 *Potential for land use conflicts with use and development on adjacent land that might arise from the proposed amendment.*

The proposal is to extend the UGB over 69 Brighton Road to the edge of the Boral Quarry and Industrial Precinct Attenuation areas. As the land is located outside the Attenuation Areas, the land is not subject to the controls of the Attenuation Code. Regardless, Council has received a letter of support from Mineral Resources Tasmania (MRT) for the extension of the UGB to the edge of the buffer (see attached).

The land to the north and west are zoned for residential use and no land use conflicts are likely to occur. Land to the south is zoned Rural Resource, but these are smaller lots established by residential use and is a pseudo rural-living area. The land to the west is zoned Rural Resource and used for dryland grazing. A buffer to this land can be incorporated into the Master Plan and may be required anyway due to threatened vegetation.

8.9 How the amendment accords with the other strategic directions and policies in the relevant regional land use strategy.

The relevant STRLUS strategic policies and corresponding comments demonstrating how the proposal is consistent with STRLUS are listed in the table below.

Policy	Comment
<p>BNV 1.1</p> <p>Manage and protect significant native vegetation at the earliest possible stage of the land use planning process.</p> <p>Where possible, avoid applying zones that provide for intensive use or development to areas that retain biodiversity values that are to be recognised and protected by the planning scheme.</p>	<p>See section 8.10 below</p>
<p>BNV 2.1</p> <p>Avoid the clearance of threatened native vegetation communities except:</p> <p>a. where the long-term social and economic benefit arising from the use and development facilitated by the clearance outweigh the environmental benefit of retention; and</p> <p>b. where the clearance will not significantly detract from the conservation of that threatened native vegetation community.</p>	<p>See section 8.10 below</p>

<p>BNV 2.2</p> <p>Minimise clearance of native vegetation communities that provide habitat for threatened species.</p>	<p>See section 8.10 below</p>
<p>BNV 2.3</p> <p>Advise potential applicants of the requirements of the Threatened Species Protection Act 1995 and their responsibilities under the Environmental Protection and Biodiversity Conservation Act 1999</p>	<p>See section 8.10 below</p>
<p>MRH 1.1</p> <p>Provide for the management and mitigation of bushfire risk at the earliest possible stage of the land use planning process (rezoning or if no rezoning required; subdivision) by the identification and protection (in perpetuity) of buffer distances or through the design and layout of lots.</p>	<p>See section 8.14 below</p>
<p>CV 1.3</p> <p>Avoid the allocation of land use growth opportunities in areas where Aboriginal cultural heritage values are known to exist.</p>	<p>See section 8.11 below</p>
<p>ROS 1.5</p> <p>Provide for residential areas, open spaces and other community destinations that are well connected with a network of high quality walking and cycling routes.</p>	<p>Open space and connectivity to the site will be considered through the master planning process for the site and surrounds.</p>

<p>SI 1.2</p> <p>Match location and delivery of social infrastructure with the needs of the community and, where relevant, in sequence with residential land release.</p>	<p>The need for social infrastructure will be considered through the master planning process for the site and surrounds.</p>
<p>SI 1.3</p> <p>Provide social infrastructure that is well located and accessible in relation to residential development, public transport services, employment and education opportunities.</p>	<p>See section 8.5 above</p>
<p>SI 1.4</p> <p>Identify and protect sites for social infrastructure, particularly in high social dependency areas, targeted urban growth areas (both infill and greenfield) and in identified Activity Centres.</p>	<p>The need for the UGB expansion is a result of identifying the need for a high school on residential land.</p>
<p>SI 1.6</p> <p>Co-locate and integrate community facilities and services to improve service delivery, and form accessible hubs and focus points for community activity, in a manner consistent with the Activity Centre hierarchy.</p>	<p>The need for social infrastructure will be considered through the master planning process for the site and surrounds. Opportunities for partnerships with the new High School will also be considered.</p>
<p>SI 1.8</p> <p>Provide for the aged to continue living within their communities, and with their families, for as long as possible by providing appropriate options and flexibility within the planning scheme.</p>	<p>The owner of the site has indicated they are interested in providing aged care on the site and this will be considered as part of the master planning process.</p>

<p>PI 1.1</p> <p>Preference growth that utilises under-capacity of existing infrastructure through the regional settlement strategy and Urban Growth Boundary for metropolitan area of Greater Hobart.</p>	<p>New infrastructure (e.g. sewer pump station) is already required to service much of the South Brighton Development Precinct. 69 Brighton Road will be able to utilise this infrastructure making it more efficient.</p>
<p>PI 2</p> <p>Plan, coordinate and deliver physical infrastructure and servicing in a timely manner to support the regional settlement pattern and specific growth management strategies.</p>	<p>A draft Infrastructure Feasibility Study has been prepared for the South Brighton Development Precinct Area to ensure that infrastructure is delivered in a coordinated and efficient manner.</p>
<p>LUTI 1.1</p> <p>Give preference to urban expansion that is in physical proximity to existing transport corridors and the higher order Activity Centres rather than Urban Satellites or dormitory suburbs.</p>	<p>69 Brighton Rd is on a public transport corridor and within 700m of the Brighton Activity centre.</p>
<p>LUTI 1.4</p> <p>Consolidate residential development outside of Greater Hobart into key settlements where the daily and weekly needs of residents are met.</p>	<p>See above comment</p>
<p>LUTI 1.6</p> <p>Maximise road connections between existing and potential future roads with new roads proposed as part of the design and layout of subdivision.</p>	<p>Maximising road connectivity is being considered as part of the master planning process.</p>

<p>LUTI 1.11</p> <p>Encourage walking and cycling as alternative modes of transport through the provision of suitable infrastructure and developing safe, attractive and convenient walking and cycling environments.</p>	<p>See section 8.5 above.</p>
<p>PR 1.2</p> <p>Avoid potential for further fettering from residential development by setting an acceptable solution buffer distance of 200 metres from the boundary of the Agriculture Zone, within which the planning scheme is to manage potential for land use conflict.</p>	<p>See section 8.12 below</p>
<p>IA 1.2</p> <p>Locate new industrial areas away from sensitive land uses such as residentially zoned land.</p>	<p>See section 8.8 above.</p>
<p>SRD 1.1</p> <p>Implement the Regional Settlement Strategy and associated growth management strategies through the planning scheme.</p>	<p>See sections 8.1 & 8.2 above</p>
<p>SRD 1.2</p> <p>Manage residential growth in District Centres, District Towns and Townships through a hierarchy of planning processes as follows:</p> <p>1. Strategy (regional function & growth scenario);</p>	<p>The proposal to extend the UGB is addressing point 1 and the master planning process that has commenced for the site and surrounds addresses point 2.</p>

<p>2. Settlement Structure Plans (including identification of settlement boundaries);</p> <p>3. Subdivision Permit;</p> <p>4. Use and Development Permit.</p>	
<p>SRD 1.5</p> <p>Encourage land zoned General Residential to be developed at a minimum of 15 dwellings per hectare (net density).</p>	<p>15 dwellings/ha will be the aim for 69 Brighton Rd.</p>
<p>SRD 2</p> <p>Manage residential growth for Greater Hobart on a whole of settlement basis and in a manner that balances the needs for greater sustainability, housing choice and affordability.</p>	<p>See Sections 8.1 – 8.7.</p>

8.10 *Impacts on natural values, such as threatened native vegetation communities, threatened flora and fauna species, wetland and waterway values, and coastal values.*

A flora and fauna, desktop assessment and site visit have been undertaken for the site. No state-listed threatened native vegetation communities (under the *Nature Conservation Act 2002*) are mapped as occurring on the site. However, a patch of Lowland grassland complex (GCL) occurs (see Figure 8) and are critically endangered ecological community listed under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBCA).



Figure 8: Map showing location of Lowland grassland complex (GCL) (Source: GHD Flora & Fauna Assessment)

The landowner has engaged a consultant to undertake a more thorough site assessment in coming months so that the grassland communities can be more thoroughly mapped. The more detailed study will inform the Master Planning process and be provided as any future rezoning proposal.

8.11 *Impacts on cultural values, such as historic heritage values, Aboriginal heritage values and scenic values.*

An aboriginal heritage consultant has been engaged as part of the master planning process and is expected to have a report completed by March 2021.

An initial Dial-Before-You-Dig did not identify any registered Aboriginal relics or apparent risks of impacting Aboriginal relics.

8.12 *The potential loss of agricultural land from Tasmania's agricultural estate (including but not limited to prime agricultural land and land within irrigation districts) or land for other resource-based industries (e.g. extractive industries).*

The agricultural potential was reviewed as part of the preparation of the Brighton draft Local Provisions Schedule (LPS). The following comments were provided by the agricultural consultant in regard to 69 Brighton Rd and surrounds:

Rural Zone is appropriate for these titles. Most of the titles west of Brighton Rd have existing dwellings on them. While the largest title is 25ha in area, it has an existing dwelling, is steeply sloped, has a relatively poor Land Capability, no irrigation resources and is poorly connected to land that it would likely be farmed in conjunction with. To the north of these titles is land zoned General Residential. While the title to the west is zoned Rural Resource and is around 30ha in area, it has an existing dwelling and also appears to have limited ag potential due to Land Capability, slope and adjacent constraints.

69 Brighton Road is not significant agricultural land.

- 8.13** *The potential for land use conflicts with adjoining land, such as agricultural land and nearby agricultural activities, other resource-based industries (e.g. forestry and extractive industries) and industrial land taking into account future demand for this land.*

See Section 8.8 above.

- 8.14** *Risks from natural hazards, such as bushfire, flooding, coastal erosion and coastal inundation, and landslip hazards.*

The only applicable land use hazard is bushfire and the land is within the bushfire overlay. The bushfire risk will be considered as part of the Master Planning process.

- 8.15** *Risks associated with potential land contamination.*

There is no land contamination risk.

- 8.16** *The potential for impacts on the efficiency of the State and local road networks (including potential impacts/compatibility with public transport and linkages with pedestrian and cycle ways), and the rail network (where applicable).*

A feasibility study has been prepared as part of the Master planning process. The study identifies that roundabouts are likely to be required at the Brighton Rd/Elderslie Rd/William St intersection and the Brighton Rd/Hove Way intersection with a new connection to 69 Brighton Rd.

Pedestrian cycling linkages will need to be constructed along Brighton Rd and throughout the development and a new bus stop along the Brighton Rd frontage can be accommodated.

- 8.17** **RMPS Objectives**

The objectives of the Resource Management and Planning System must be furthered by the rezoning request.

Ordinary Council Meeting

19/01/2021

- (a) *to promote the sustainable development of natural and physical resources and the maintenance of ecological processes and genetic diversity; and*

The request will provide for the sustainable development of a compact township and the master planning process will consider how best to manage an identified threatened vegetation community.

- (b) *to provide for the fair, orderly and sustainable use and development of air, land and water; and*

The request continues to provide for fair, orderly and sustainable use and development of air, land and water.

- (c) *to encourage public involvement in resource management and planning; and*

There is no formal public exhibition process for requests of this nature. However, the public has had significant involvement in resource management and planning within Brighton over the last five years, through the public consultation for the *Brighton Interim Planning Scheme 2015*, the preparation of the *Brighton Structure Plan 2018*, and through the public consultation periods for the preparation of Brighton's Local Provisions Schedule for the *Tasmanian Planning Scheme*.

The request is for a minor expansion of the Urban Growth Boundary, and is considered to be relatively minor.

Once the STRLUS is formally reviewed in full, the public will again have the opportunity to provide additional comment, demonstrating public involvement through the Resource Management and Planning System in Tasmania.

- (d) *to facilitate economic development in accordance with the objectives set out in paragraphs (a), (b) and (c); and*

The request, if successful, will help facilitate future amendments of the planning scheme to urban densities. Assuming the land is rezoned at some point in the future, there will likely be substantial urban development, which will stimulate the construction economy.

- (e) *to promote the sharing of responsibility for resource management and planning between the different spheres of Government, the community and industry in the State.*

The proposed request will require the consideration of the Brighton's Planning Authority, all other southern region Planning Authorities and of the Minister for Planning, which will include the involvement of and consultation with various sections and agencies of the Tasmanian Government.

Other local planning authorities within the region will also be formally consulted with as part of the process.

The proposed Planning Scheme Amendment as it relates to the Objectives

of Part 2 of Schedule 1 of LUPAA is discussed below:

- (a) *to require sound strategic planning and co-ordinated action by State and local government;*

The report demonstrates that the proposal is consistent with the *Southern Tasmania Regional Land Use Strategy 2010-2035, Brighton Structure Plan 2018* and the *Brighton Council Strategic Plan 2015-2025*.

- (b) *to establish a system of planning instruments to be the principal way of setting objectives, policies and controls for the use, development and protection of land.*

The proposal has been submitted in accordance with “Information Sheet RLUS 1 – Reviewing and amending the Regional Land Use Strategies”.

- (c) *to ensure that the effects on the environment are considered and provide for explicit consideration of social and economic effects when decisions are made about the use and development of land; and*

See section 8.10 and 8.5 of this report.

- (d) *to require land use and development planning and policy to be easily integrated with environmental, social, economic, conservation and resource management policies at State, regional and municipal levels; and*

The proposal does not conflict with this objective and is consistent with State, regional and local planning policies and strategies.

- (e) *to provide for the consolidation of approvals for land use or development and related matters, and to co-ordinate planning approvals with related approvals; and*

This objective is not directly relevant to the current matter.

- (f) *to secure a pleasant, efficient and safe working, living and recreational environment for all Tasmanians and visitors to Tasmania; and*

The site forms part of a broader master planning process which will provide the necessary planning controls to provide for a liveable neighbourhood.

- (g) *to conserve those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value; and*

The site and adjoining land are not known to contain any items or places of scientific, aesthetic, architectural or historic interest.

Ordinary Council Meeting

19/01/2021

- (h) *to protect public infrastructure and other assets and enable the orderly provision and co-ordination of public utilities and other facilities for the benefit of the community; and*

An Infrastructure Feasibility study is being prepared to provide for co-ordinated delivery of public utilities.

- (i) *to provide a planning framework which fully considers land capability.*

See section 8.12 of this report.

8.18 State Policies

8.18.1 State Coastal Policy 1996

The *State Coastal Policy 1996* applies to land within 1 km of the high-water mark. The subject land is more than 1km from the high-water mark and this policy does not apply.

8.18.2 State Policy on the Protection of Agricultural Land 2009

The *State Policy on the Protection of Agricultural Land 2009* protects Prime Agricultural Land (Land Capability Classes 1, 2, and 3). The land is not considered to be Prime Agricultural Land.

8.18.3 The State Policy on Water Quality Management 1997

The *State Policy on Water Quality Management 1997* applies but is more relevant to individual developments.

8.19 Tasmanian Planning Policies

The Tasmanian Planning Policies have not been made.

8.20 Brighton Council Strategic Plan 2019-2029

The proposed amendment is consistent with the below relevant strategies from the *Brighton Council Strategic Plan 2019-2029*²:

- *S1.2: Create Housing/Employment/Play/Education (Liveability)*
- *S1.5: Build a resilient community and environmentally sustainable future.*
- *S2.1: A focus on Agriculture/Horticulture/Aquaculture – (Food)*
- *S3.1: Support 30% Growth Target*
- *S4.4: Long-term thinking & evidence-based*

The proposed amendment does not conflict with any of Council's strategies.

² Brighton Council (2019) *Brighton Council Strategic Plan 2019-2029*. <https://www.brighton.tas.gov.au/wp-content/uploads/2019/08/Brighton-Strategy-on-a-page-2019-29.pdf>

8.21 Southern Tasmania Regional Land Use Strategy 2010-2035

As required under s.32(1)(ea) the proposed amendment must be, as far as practicable, consistent with regional land use strategies. In southern Tasmania, the relevant regional land use strategy is the *Southern Tasmania Regional Land Use Strategy 2010-2035* (STRLUS).

Consistency with STRLUS is demonstrated at section 8.9 of this report.

9 Consultation

9.1 Technical Reference Group

Council has advised the Southern Technical Reference Group (TRG), which is a regional body representing the local planning authorities in the Southern Region, of its intention to pursue the amendment of the STRLUS. Senior Strategic Planners from all southern region Councils sit on TRG. Informally, members of the group were asked if it were likely that their Council would object to the proposed amendment. Whilst no objections were made, one member stated that the decision would be referred to their planning authority.

Should Council determine to support the recommendation, it is understood that the Minister for Planning will formally contact all Councils within the region for their comment on the proposal.

9.2 Planning Policy Unit

Council has consulted with the Planning Policy Unit regarding the proposed amendment.

9.3 Public Exhibition

The request to amend the Regional Land Use Strategy has not been publicly exhibited. There is no statutory requirement to do so.

9.4 Other

9.4.1 Council has obtained letters of support from the Department of State Growth, Mineral Resources Tasmania, and a planning consultant acting on behalf of the previous land owner.

9.4.2 Consultants have prepared a draft Infrastructure Feasibility study for the South Brighton Development Precinct and have engaged with infrastructure providers throughout this process to gain an understanding of the infrastructure needs for the area.

CONCLUSION:

The proposal to amend STRLUS to extend the UGB over 69 Brighton Road has become critical since 10ha of land at 1 Elderslie Rd earmarked for residential development was compulsorily acquired by DoE for the new Brighton High School.

Ordinary Council Meeting

19/01/2021

This report demonstrates that the rapid growth in the Brighton municipality since STRLUS was gazetted in 2011 has strained land supply, particularly in the Brighton township.

Treasury population projections predict that Brighton will be the fastest growing municipality to 2042 and the land supply analysis predicts that there is insufficient land in the Brighton municipality to accommodate the growth.

The extension of the UGB to 69 Brighton Rd is urgently required to meet the future need of Greater Hobart and is a logical extension of the Brighton township and adjoins the new high school site. The site is in good proximity to the Brighton activity centre and Brighton Industrial Estate and provides excellent access to social services and employment opportunities.

The site is already being considered in the master planning process for the South Brighton Development Precinct to ensure it is part of an attractive, well planned neighbourhood which integrates with the new Brighton High School.

On this basis, the proposed amendment to STRLUS to expand the UGB over 11.27ha of 69 Brighton Road is recommended for approval.

RECOMMENDATION:

That Council resolve to request the Minister for Planning to amend the Southern Tasmania Regional Land Use Strategy 2010-2035 (STRLUS) to extend the Urban Growth Boundary over the part of 69 Brighton Road that is not covered by the Attenuation Area overlay.

DECISION:

Cr Foster moved, Cr Curran seconded that the recommendation be adopted.

CARRIED**VOTING RECORD****In favour**

Cr Curran
Cr Foster
Cr Garlick
Cr Geard
Cr Gray
Cr Jeffries
Cr Owen

Against

Cr Murtagh
Cr Whelan

Mayor Foster resumed the Chair

Ordinary Council Meeting

19/01/2021

The meeting closed 6.32pm

ATTACHMENTS FOR ITEM 11.4

REVIEWING AND AMENDING THE REGIONAL LAND USE STRATEGIES

Purpose

This information sheet is issued by the Department of Justice, Planning Policy Unit and provides information on when and under what circumstances the regional land use strategies are reviewed and amended. It also provides information on the requirements and processes for reviewing and considering amendments to the regional land use strategies.

Background

The *Land Use Planning and Approvals Act 1993* (LUPAA) provides for the preparation and declaration of regional land use strategies, which provide an important high-level component of the planning system. Essentially, the regional land use strategies provide the linkage between the Schedule 1 objectives of LUPAA, State Policies established under the *State Policies and Projects Act 1993*, and the future Tasmanian Planning Policies with the current interim and future Tasmanian planning schemes. They provide the mechanism by which the strategic directions of the State and each region are implemented through the land use planning system.

The regional land use strategies set out the key agreed strategic directions for a region over the medium to longer-term. They aim to provide certainty and predictability for Government, local councils, developers and the community on where, when and what type of development will proceed.

Three regional land use strategies are currently in place in Tasmania. The Minister for Planning¹ originally declared the Cradle Coast, Northern and Southern regional land use strategies on 27 October 2011².

The three regional land use strategies provide the strategic direction for future land use and development in each region over a 25-year time horizon. The strategic directions, policies and actions contained within the regional land use strategies aim to deliver sustainable settlements that are integrated across each region, integrated with services and infrastructure, and complemented

¹ Minister for Planning, the Hon Bryan Green MP.

² The three regional land use strategies are: Living on the Coast – The Cradle Coast Regional Land Use Planning Framework; Northern Tasmania Regional Land Use Strategy; and Southern Tasmania Regional Land Use Strategy 2010-2035.

by built and open space environments. They also provide directions, policies and actions to protect Tasmania's agricultural estate and other resource-based industries and protect the State's cultural and natural environments.

Regional land use strategies may also incorporate or reference specific local strategic documents for the purposes of reflecting the application of each strategy within a particular municipal area or sub-regional area.³

Since their declaration, a number of subsequent amendments have been made to both the northern and southern regional land use strategies. The amendments range from minor revisions and refinements to improve consistency and revisions to align with the latest planning reforms, through to broader reviews to implement more strategic changes, such as the review of the Northern Tasmania Regional Land Use Strategy to allow for components of the Greater Launceston Plan.

The regional land use strategies are currently implemented in the land use planning system through statutory zoning and planning provisions in interim planning schemes. They are a key consideration when amendments to the interim planning schemes and other existing planning schemes are being assessed. The regional land use strategies will similarly be implemented through the Local Provisions Schedules (LPSs) that form part of the Tasmanian Planning Scheme.

Legislative context

The regional land use strategies are given legal effect through section 5A of LUPAA.

The Minister for Planning may declare a regional land use strategy for a regional area. Amendments to a regional land use strategy may also be made by the Minister declaring an amended strategy and the Minister is also responsible for keeping the strategies under regular and periodic review.

In addition, comprehensive reviews of all three regional land use strategies will be undertaken following the implementation of the future Tasmanian Planning Policies.

When declaring a regional land use strategy under section 5A of LUPAA, the Minister must first consult with the:

- Tasmanian Planning Commission;
- planning authorities; and
- relevant State Service Agencies and State authorities.

LUPAA specifically requires all planning schemes and any amendments to a planning scheme to be, as far as practicable, consistent with the relevant regional land use strategy.

Before certifying and publicly exhibiting a draft planning scheme amendment, a local council, acting as a planning authority, needs to be satisfied that the draft amendment is consistent with the relevant regional land use strategy.

³ Before being incorporated into (or referenced in) a regional land use strategy, local strategic documents would need to be based on verifiable evidence, supported by Government and demonstrate how they reflect the strategic application of a relevant strategy.

Equally, the Tasmanian Planning Commission must be satisfied that a draft planning scheme amendment is consistent with the relevant regional land use strategy before approving the amendment. Similar legislative requirements apply to all future LPSs, and amendments to LPSs that will be in place under the Tasmanian Planning Scheme.

Reviewing and amending the regional land use strategies

Regional land use strategies have a significant role to play in setting the medium to longer-term strategic directions for each region. Therefore, it is important that the strategic directions, policies and actions contained within each strategy appropriately address both current and emerging land use planning issues. To achieve this, the Minister for Planning is committed to regularly and periodically reviewing the strategies.

Amendments to regional land use strategies will need to be considered over time for a number of reasons. Importantly, amendments to the strategies will generally occur as part of the reviews that are conducted by the Minister for Planning. The Minister for Planning may consider an amendment to a strategy outside the normal review periods under exceptional circumstances.

Any amendment to a regional land use strategy that is requested by an individual or a planning authority would need to be supported by documentation that identified and justified the need for the amendment. Moreover, as the regional land use strategies are a regional plan, it would require the general support from all councils within the region.

The request would also be subject to a rigorous assessment process to ensure that the agreed medium and longer-term strategic directions contained in the relevant strategy are not undermined. This is necessary to ensure that any site-specific amendments to a regional land use strategy do not lead to unintended regional planning outcomes.

An amendment to a regional land use strategy may need to be considered for purposes such as:

- implementing broader legislative reform or overarching State policies or strategies (e.g. the future Tasmanian Planning Policies);
- implementing any revised background analysis of issues in response to changes such as demographics, emerging planning issues, housing supply and demand, or population growth projections;
- incorporating or referring to local or sub-regional strategy planning work that is based on verifiable and agreed evidence and reflects the application of a regional land use strategy in a municipal area or sub-regional area;
- incorporating contemporary community expectations; or
- making minor refinements to correct errors or clarify the operation of a strategy.

It is also important to consider that amending a regional land use strategy is not always the most appropriate course of action to facilitate use and development within a region. This is because the strategies represent the agreed and approved strategic directions for each 'entire' region and provide certainty to the broad community, infrastructure providers and governments as to medium and long-term investment decisions. Consequently, use and development should be directed in the first instance to those agreed areas identified in the relevant strategy.⁴

Information requirements to support an amendment request

The information requirements for considering a request to amend a regional land use strategy will be dependent on the nature of the proposed amendment.

Before an individual or a planning authority considers whether or not to make a request to amend a regional land use strategy, it is recommended that early discussions take place with the Planning Policy Unit within the Department of Justice to determine if specific information requirements will be required to enable the consideration of the proposed amendment.

All requests to amend a regional land use strategy should include, as a minimum, the following information.

Minimum information requirements to support an amendment request

1. All requests for an amendment to a regional land use strategy should first be directed to the **relevant local planning authority** or **regional body representing the local planning authorities in the region**.
2. All draft amendments to a regional land use strategy should be submitted in writing to the Minister for Planning by the **relevant local planning authority** or **regional body representing the local planning authorities in the region**.
3. The supporting documentation should include details on why the amendment is being sought to the regional land use strategy.
4. The supporting documentation should include appropriate justification for any strategic or policy changes being sought and demonstrate how the proposed amendment:
 - (a) furthers the Schedule 1 objectives of LUPAA;
 - (b) is in accordance with State Policies made under section 11 of the *State Policies and Project Act 1993*;
 - (c) is consistent with the Tasmanian Planning Policies, once they are made; and
 - (d) meets the overarching strategic directions and related policies in the regional land use strategy.

⁴ For example, the Northern Tasmania Regional Land Use Strategy and Southern Tasmania Regional Land Use Strategy 2010-2035 direct residential development in areas within a relevant Urban Growth Boundary or growth corridors.

As the regional land use strategies represent the agreed and approved strategic directions for the planning authorities that are located in a particular region and the State, any proposed amendments need to consider the impacts on these entities and should be based on an agreed position.

To assist with the consideration of an amendment to a regional land use strategy, it is strongly recommended that written endorsement for the proposed change is sought from all the planning authorities in the relevant region.

It is also strongly recommended that consultation with relevant State Service agencies, State authorities and other infrastructure providers be undertaken before making a request for an amendment to ensure that any significant issues are avoided when the Minister for Planning consults as part of considering the merits of the amendment request.

In addition, amendments that seek to modify an urban growth boundary (or equivalent), settlement growth management strategies, or seek other modifications to a regional settlement strategy, will usually require additional supporting information such as an analysis of current residential land supply and demand, using accepted contemporary and verifiable data sources, that considers the region in its entirety.

The following additional supporting information should also be included.

1. Justification for any additional land being required beyond that already provided for under the existing regional land use strategy. This analysis should include the current population growth projections prepared by the Department of Treasury and Finance.
2. Analysis and justification of the potential dwelling yield for the proposed additional area of land.
3. Analysis of land consumption (i.e. land taken up for development) since the regional land use strategy was declared.
4. Justification for any additional land being located in the proposed area, considering the suitability of the area in terms of access to existing physical infrastructure, public transport, and activity centres that provide social services, retail and employment opportunities.
5. Consideration of appropriate sequencing of land release within the local area and region.
6. Consideration of any targets for infill development required by the regional land use strategy.
7. Potential for land use conflicts with use and development on adjacent land that might arise from the proposed amendment.

The following matters must be considered if an amendment is proposed to a regional land use strategy to develop ‘greenfield’ land⁵. These matters may also need to be considered for amendments relating to some infill development (such as ‘brownfield’ and ‘greyfield’ development⁶).

The following matters should be considered.

1. How the amendment accords with the other strategic directions and policies in the relevant regional land use strategy.
2. Impacts on natural values, such as threatened native vegetation communities, threatened flora and fauna species, wetland and waterway values, and coastal values.
3. Impacts on cultural values, such as historic heritage values, Aboriginal heritage values and scenic values.
4. The potential loss of agricultural land from Tasmania’s agricultural estate (including but not limited to prime agricultural land and land within irrigation districts) or land for other resource-based industries (e.g. extractive industries).
5. The potential for land use conflicts with adjoining land, such as agricultural land and nearby agricultural activities, other resource-based industries (e.g. forestry and extractive industries) and industrial land taking into account future demand for this land.
6. Risks from natural hazards, such as bushfire, flooding, coastal erosion and coastal inundation, and landslip hazards.
7. Risks associated with potential land contamination.
8. The potential for impacts on the efficiency of the State and local road networks (including potential impacts/compatibility with public transport and linkages with pedestrian and cycle ways), and the rail network (where applicable).

Process for considering an amendment request

The process for considering an amendment request to a regional land use strategy will depend on the nature and scope of the request and the adequacy of the supporting documentation.

As a minimum, the Minister for Planning is required to consult with the Tasmanian Planning Commission, planning authorities, and relevant State Service agencies (e.g. Department of State

⁵ Greenfield land is generally former agricultural or undeveloped natural land on the periphery of towns and cities that has been identified for urban development

⁶ Brownfield sites are underutilised or former industrial or commercial sites in an urban environment characterised by the presence of potential site contamination. Greyfield sites are underutilised, derelict or vacant residential or commercial sites in an urban environment that are not contaminated.

Growth) and State authorities (e.g. TasNetworks) on all amendments to regional land use strategies).

The Minister will consult with these relevant entities for a period of at least 5 weeks. The Minister may also need to consult with other infrastructure providers, where relevant, such as TasWater and TasGas.

For amendments seeking to incorporate broader strategic changes to a regional land use strategy, the Minister for Planning is also likely to seek public input through a formal public exhibition process during this 5 week consultation period. Broader strategic changes have the potential to affect property rights and the community should be afforded natural justice before the Minister declares an amended strategy.

The Minister for Planning will also require all planning authorities in the relevant region to agree to the proposed amendment.

Following the consultation period, the Minister for Planning will consider any submissions received and seek advice from the Department of Justice, Planning Policy Unit before determining whether or not to declare an amended regional land use strategy and whether any modifications are required to the amendment prior to declaration. Procedural fairness will be afforded to all parties prior to making a decision on the amendment request.

Where can I get more information?

General enquiries about the requirements and process for considering amendments to the regional land use strategies should be directed to:

Planning Policy Unit
Department of Justice
GPO Box 825
HOBART TAS 7001

Telephone (03) 6166 1429
Email: planning.unit@justice.tas.gov.au

January 2019

David Allingham

From:
Sent: Wednesday, 9 December 2020 8:55 AM
To: David Allingham
Cc: Patrick Carroll; Delta Pi Pi
Subject: Re: 69 Brighton Rd UGB extension
Attachments: 3200146_Dylan Street Brighton Land Use Advice (FINAL 11 June 2020) - Amended 4 December 2020 (for latest plans) (1).pdf

Dear David,

I am a Director of 69 Brighton Rd Pty Ltd, the entity owner of 69 Brighton Rd, Brighton.

We fully support this application for the UGB to cover our site.

I also have a report attached that we prepared to help Council show our intentions of our site at 69 Brighton Rd and our Dylan St blocks (12, 15 ,16 & 17).

If you have any further questions, please don't hesitate to contact us.

Kind Regards,

Tony Dourias Jnr

Joint Managing Director 69 Brighton Rd Pty Ltd

On Tue, 8 Dec 2020 at 14:25, David Allingham <David.Allingham@brighton.tas.gov.au> wrote:

Hi Tony

Could you please provide a letter or email with landowner consent from 69 Brighton Rd Pty Ltd that you support the extension of the Urban growth Boundary over 69 Brighton Rd as per below image?

If possible, it would be great to get it by lunchtime tomorrow (Wed 9/12).

Brighton Subdivision and Residential Land Supply

Zoned Land (within UGB)

Location/Suburb	Description	Subdivision per approved	# of lots possible/		Comment
			sealed lots	# lots remaining	
Old Beach	72 Churinga Waters	Nil	20	0	20 Estimate based on draft subdivision plan
	110 Fouche	SA2013/12	38	12	26
	10 Alanah	SA2017/6	10	0	10
	15 Shelmore	Nil	6	0	6 Estimate based on 800m2 lots and constraints
	12 Shelmore	Nil	10	0	10 Estimate based on 1000m2 lots
	38A Jetty	Nil	22	0	22 Estimate based on 15 dwelling/ha
	24A Jetty	Nil	12	0	12 Estimate based on 15 dwelling/ha
	8 Jetty	Nil	8	0	8 Estimate based on 1000m2 lots
	Tivoli Green	SA2018/40	45	0	45
	Tivoli Green balance	Nil	521	0	521 Based on SAP layout
			Sub Total		680
Herdsmans Cove	105 Fisher Ave	DA2020/93	40	0	40 Not approved - 10 lot sub & 30 units
	Lot 615 Lamprill Circle	Nil	50	0	50 Strata - based on centacare concept
	119 Lamprill	DA2020/391	10	0	10 Strata - not approved.
			Sub Total		100
Gagebrook	1 Plymouth	SA2006/37	77	0	77 some roads built = substantially commenced.
		Sub Total		77	
Bridgewater	22A Killarney	Nil	15	0	15 Based on 500m2 lot (21 units approved in 2008 - permit lapsed)
	Lot 974 & 975 Scott Rd	Nil	7	0	7 Based on lapsed Permit (SA2013-18-RZ)
	Cheswick Cres	Nil	9	0	9 Based on lapsed Permit (SA2013-15-RZ)
	Dinosaur Park	SA2019/26	43	0	43
	1 Hayfield Place	Nil	15	0	15 1.8ha, but constrained by coastal overlays. Estimate rough.
		Sub total		89	
Brighton	1 Elderslie Road	Nil	0	0	0 Compulsirlay acquired by DoE for High School
	33 Elderslie Road	nil	160	0	160 Estimated 10.7ha at 15dwellings/ha
	1 Dylan	SA2015/11	9	0	9
	27 William	Nil	37	0	37 Estimated 2.5ha at 15 dwelling/ha
	85 Andrew St	nil	20	0	20 Estimated 1.7 ha at 15 dwelling/ha minus 5 lots for roads and floodpath
	39 Andrew St	Nil	12	0	12 Estimated based on similar cul-de-sac head at Erin Close
	48 Andrew St	Nil	6	0	6 Estimated on Halket Close sub
	12A Andrew	Nil	40	0	40 Estimated on 14 dwellings/ha
	3 Racecourse	SA2018/43	21	0	21
	Army Camp	SA2011/35	102	38	64
	2 Brooke St	SA2020/20	5	0	5 Decision pending
	15 & 19 Burrows, 54 & 60 Elderslie	Nil	50	0	50 Estimate based on concept sub plans.
	15 Morrison St	Nil	5	0	5 Estimated on adjoining land to south layout.
	10 Burrows	Nil	4	0	4 As above
	10 Brooke	Nil	8	0	8 Estimated on layout to north.
	42 Elderslie	DA2018/81	9	0	9 Units only
	Other Eldeslie "long lots"	Nil	35	0	35 Estimate based on 7 units/lot for 5 lots (44, 52, 64, 72 & 74 Elderslie)
Burrows Long lots	Nil	28	0	28 Estimate based on 7 units/lot for 4 lots (11, 21, 23 & 25)	
8A Brooke	Nil	4	0	4 500m2/block	
64 Racecourse	Nil	8	0	8 Unserviced	

				155	
72 Racecourse	Nil	12	0		12 Unserviced
28, 30 Burrows & 66, 68, 70 Racecourse	Nil	16	0		16 Unserviced
		Sub-total			553
		TOTAL			1499
		Total approve			309

Greenfield sites (within STRLUS UGB & zoned Future Urban)

Location	Area (m2)	Lot yield	Comment
Tivoli Green (203, 205 & 223	154337	135	at 15 dwellings/ha - Approximately 6.3ha subject to waterways and flooding
Boyer Road	580000	600	Isolated from other residential development. Long term prospect if land to east is consolidated. Constrained by NV on upper slopes
Total		735	

Department of State Growth

Salamanca Building, Parliament Square
4 Salamanca Place, Hobart TAS 7000
GPO Box 536, Hobart TAS 7001 Australia
Phone 1800 030 688 Fax (03) 6233 5800
Email info@stategrowth.tas.gov.au Web www.stategrowth.tas.gov.au
Your Ref: / Our Ref: D20/80635/3



Mr Ron Sanderson
General Manager
Brighton Council
1 Tivoli Road
OLD BEACH TAS 7017

By email: development@brighton.tas.gov.au

Dear Mr Sanderson

Thank you for your letter of 2 April 2020 regarding a proposal to extend the Southern Tasmanian Regional Land Use Strategy (STRLUS) Urban Growth Boundary (UGB) at 69 Brighton Road, Brighton and the Old Beach quarry site.

The Department of State Growth (the Department) understands that this is an initial notification of Council's proposal to amend the UGB, and that the Minister for Planning (the Minister) will make a final determination on the proposal. The Department understands that it will be consulted by the Minister as part of the assessment process.

At this time, consistent with the Department's portfolio interests, issues the Department would wish to see addressed if the proposal were to proceed and the sites were subsequently rezoned to residential use, include the following:

69 Brighton Road, Brighton

While this property is adjacent to an existing bus route, the centre of the site is approximately 850 metres from the nearest existing bus stop. This distance is further than the distance people are generally willing to walk to access a bus service (i.e. 400 metres). Council should encourage future developers to work with bus service providers to explore the feasibility of establishing better situated and new bus stops adjoining, and within, the redeveloped site. Any future subdivision design should cater for bus access and movements.

Currently, there is no footpath along Brighton Road, connecting the site to public transport or to the Brighton town centre. Pedestrian linkages to the Brighton town centre will significantly improve local accessibility for residents of the site, and should be explored as part of the site development plan. The provision of pedestrian access through the new, Brighton High School site, located to the north of the site, provides an alternative option.

Old Beach quarry

The centre of the site is located approximately 780 metres, via the existing pedestrian and road network, to the nearest bus stop.

While there is a good pedestrian network in the area, it is noted that the elevation does increase from the East Derwent Highway to Alanah Court. This could pose a barrier for future residents to use this bus stop.

Due to the existing bus route and existing road network north of the East Derwent Highway, it is unlikely any bus routes would penetrate into this residential area.

Road network impacts

While neither site is immediately adjacent to the State Road network, State Roads considers that the level of development generated once the land is rezoned is significant enough to warrant a Traffic Impact Assessment.

Of the two sites, State Roads considers the rezoning of the Old Beach Quarry the more likely to result in the need for an intersection upgrade of some form (it may involve benching and improved signage or something more substantial). State Roads has no current commitment to undertake any upgrades to this intersection and the developer would be responsible for any upgrades.

I am advised that Mineral Resources Tasmania (MRT) has responded to you separately and that while MRT has no objection to the proposed extensions of the UGB at 69 Brighton Road or the Old Beach quarry site, MRT does not support re-zoning of the quarry site until rehabilitation of the site is complete.

Please contact Lucy Thorne, A/G Manager Planning Policy, by email at Lucy.Thorne@stategrowth.tas.gov.au or telephone on 0429 698 118 for further information.

Yours sincerely



Kim Evans
Secretary

// May 2020

Cc: david.allingham@brighton.tas.gov.au

David Allingham

From: Siggins, Clint <Clint.Siggins@stategrowth.tas.gov.au>
Sent: Thursday, 23 April 2020 2:11 PM
To: David Allingham; Info, MRT
Cc: Ron Sanderson; James Dryburgh; Thorne, Lucy; Enman, Simon
Subject: RE: Brighton Council - urban growth boundary extension
Attachments: Brighton Council UGB extension - letter to MRT.PDF

Hello David,

MRT have completed a reviewed of the attached letter from Brighton Council's on a proposed application for extensions of the Urban Growth Boundary (UGB).

As part of the review process MRT has consulted with both lessees potentially affected by the proposal, Boral Construction Materials Group Ltd and Baskerville Quarries Pty Ltd. Boral have indicated they have no direct concerns with the proposed extension of the UGB at 69 Brighton Rd, as it sits outside the 1000m attenuation buffer for their Bridgewater Quarry. Baskerville Quarries advised the have no significant objections to the proposed extension of the UGB containing the Old Beach Quarry, providing it does not include a re-zoning of the land until such time that the rehabilitation of the quarry has been completed.

MRT understands that at this point in time (from discussions with David Allingham) the proposed application for extensions to the UGB do not include a request to change the underlying zone, that being from Rural Resource for both sites to General Residential or similar. Whilst MRT has no objection to future re-zoning of 69 Brighton Road, MRT would not support re-zoning of Old Beach Quarry until such time as the site had ceased operation and completed rehabilitation. The lessee proposes to have completed the rehabilitation by December 2022, noting it is highly likely the rehabilitation will be completed within twelve months. Any change to the current Rural Resource zoning have the potential to introduce sensitive use and potentially result in unwanted conflict.

Based on the comments above, MRT has no objection to the proposed extensions of the UGB at 69 Brighton Road or the Old Beach Quarry, noting the comments provided above with respect to not supporting re-zoning of the Old Beach Quarry site until such time as the rehabilitation of the quarry is completed.

Kind regards, Clint

Clint Siggins | Manager Scientific Services
 Mineral Resources Tasmania | Department of State Growth
 30 Gordons Hill Road Rosny Park Tasmania | PO Box 56, Rosny Park, Tasmania, 7018
 Phone: (03) 6165 4739 | Mobile: 0417 017 426 | (03) 6173 0222
clint.siggins@stategrowth.tas.gov.au | www.mrt.tas.gov.au | www.stategrowth.tas.gov.au

DEPARTMENT OF STATE GROWTH COURAGE TO MAKE A DIFFERENCE THROUGH:



The information included in this email is provided for general information purposes only. It does not constitute the rendering of professional advice and should not be relied upon as such or as a substitute for seeking appropriate, independent professional advice.

Any use of, or reliance upon, any information in this this email is done so entirely at your own risk and does not, in any way, affect or limit any obligation you have to comply with any applicable legislation or standard.

No representation or warranty is made as to the accuracy, reliability, relevance or completeness of any information in this email. The Crown in Right of Tasmania, its officers, employees and agents do not accept any liability however arising (including, without limitation, for negligence) for any loss (including any indirect consequential loss) arising out of any use of, or reliance upon, any information in this email.

27 April 2020

David Allingham
Manager Development Services
1 Tivoli Road
OLD BEACH 7017

Dear David

69 Brighton Road, Extension to Urban Growth Boundary – Southern Tasmania Regional Land Use Strategy

All Urban Planning Pty Ltd has been engaged by Pamela Clark, the owner of 69 Brighton Road, to prepare the following submission in support of Brighton Council's proposal to amend the Urban Growth Boundary under the Southern Tasmania Regional Land Use Strategy (STRLUS) in the vicinity of and including 69 Brighton Road.

Urban Growth Boundary

The existing Urban Growth Boundary is shown as the blue line in Figure 1 below and 69 Brighton Road shown in red.



Figure 1 - Attachment 1, Map 10 to Urban Growth Boundary, Southern Tasmania Regional Land Use Strategy

69 Brighton Road

69 Brighton Road (Figure 2) is an existing 24ha Rural Resource zoned title (CT 107930/1) located to the south of Elderslie Road and adjacent to the announced new 10ha Brighton high school site.

The subject site exists with a single dwelling set well back from the Brighton Road frontage. The title has a 260m frontage to Brighton Road and a fee simple access strip of approximately 7m to Elderslie Road.

The site is located between the two Urban Growth Boundary areas of Brighton and Bridgewater. It is directly adjacent to the southern extent of the Brighton township and is surrounded by areas of Rural Living zoning to east at Dylan Street and north west at Una Court. The approved Brighton Highway Service Centre is under construction on the opposite side of Brighton Road to the east.

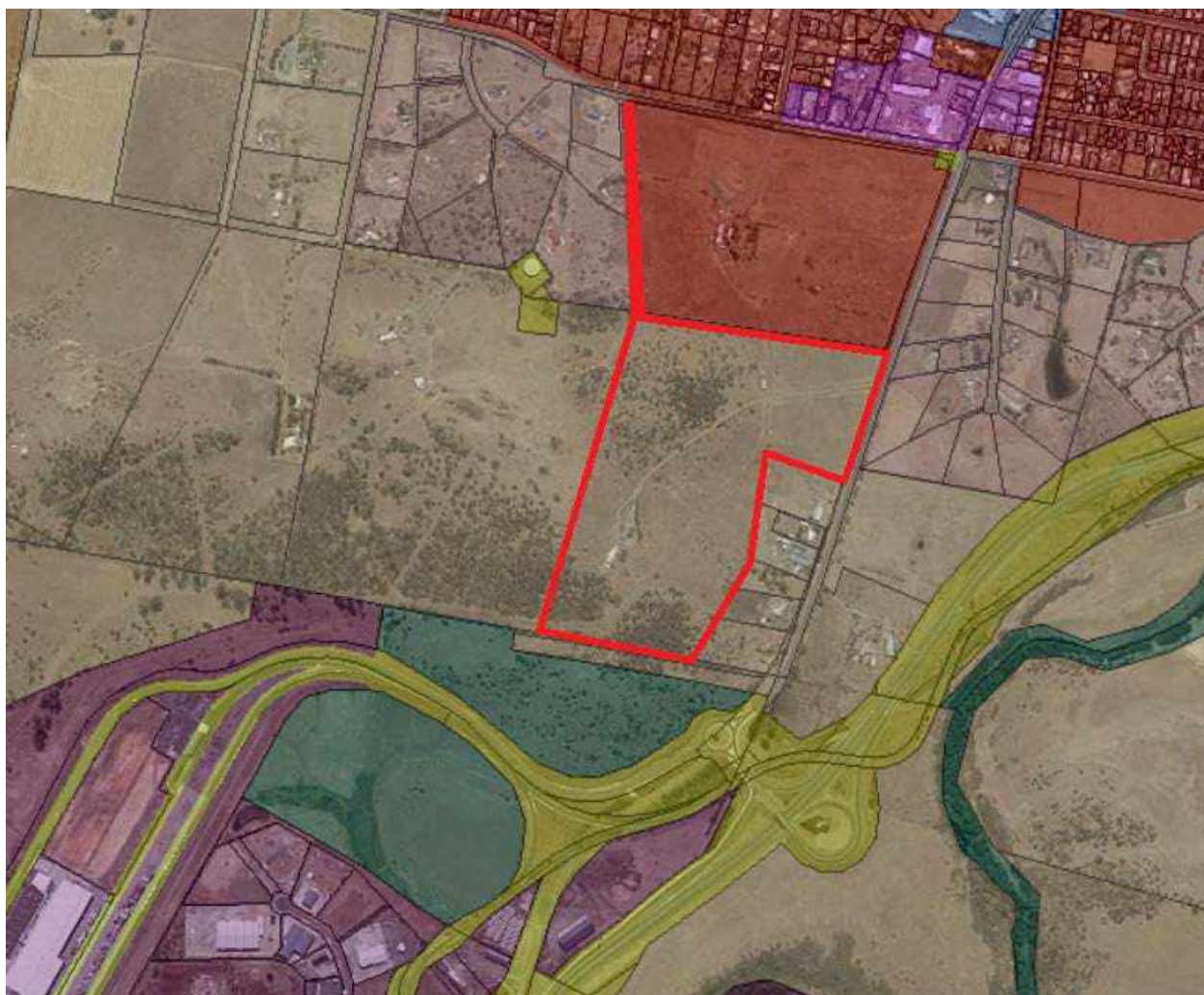


Figure 2 - Site Location Plan (Source: annotated from theList)

Background to the Southern Regional Land Use Strategy and Urban Growth Boundary

LUPAA provides for the preparation and declaration of regional land use strategies, which provide an important high-level component of the planning system. The STRLUS provides the link between the Schedule 1 objectives of LUPAA, State Policies established under the State Policies and Projects Act 1993, and the future Tasmanian Planning Policies with the current interim and future Tasmanian planning schemes.

It provides the strategic direction for the region to be implemented through the land use planning system.

LUPAA specifically requires all planning schemes and any amendments to a planning scheme to be, as far as practicable, consistent with the relevant regional land use strategy.

Regional land use strategies have a significant role to play in setting the medium to longer-term strategic directions for each region. Therefore, it is important that the strategic directions, policies and actions contained within each strategy appropriately address both current and emerging land use planning issues. To achieve this, it is understood that the Minister for Planning is committed to regularly and periodically reviewing the strategies.¹

In this case, Brighton Council has prepared significant strategic planning work since the STRLUS was prepared that identifies a need for additional greenfield development land at Brighton. In my opinion the STRLUS warrants some review and update in light of this work.

Brighton Structure Plan 2018

With the majority of the recommended actions from the Brighton Structure Plan 2012 implemented, and with continued population growth forecast, Brighton Council begun to prepare an updated Structure Plan in 2017.

The Brighton Structure Plan 2018 (BSP 2018) was developed in consultation with the local community and infrastructure providers including TasWater and Department of State Growth.

The BSP 2018 identifies (Strategy 1: Review the urban growth boundary) that 582 additional greenfield lots are required in the North region (including Brighton/Pontville) in the next 15 years to meet the estimated demand and the STRLUS assumptions of a 50/50 infill vs greenfield ratio. This equates to need for approximately 58.2ha of additional land.²

The BSP 2018 investigated potential growth options to the north, south and west of the urban area of the Brighton township noting that the presence of the Midland Highway and the Jordan River to the east negate the ability to expand in this direction.

The subject site, 69 Brighton Road (Site 17) is specifically identified as a primary urban growth option subject to resolution of access to sewer.

Since the finalization of the BSP 2018, the Government's announcement of its intention to acquire 10ha of land for the new high school site (suitable for approximately 150 dwellings at 15 dwellings per ha), has effectively increased the demand for an addition 10ha of greenfield land, from 58 to 68 ha.

Information requirements to support an amendment request

It is understood that an amendment to the Urban Growth Boundary can be considered if the land predominantly adjoins land within the Urban Growth Boundary and it:

- a) only provides for a minor and logical extension to land for urban development and does not constitute a significant increase in land zoned for urban development in that locality;

Comment

69 Brighton Road is directly adjacent to the UGB and would represent a minor and logical extension to the UGB as identified in the Brighton Structure Plan 2018.

- b) will not significantly increase the potential for land use conflicts with other land uses in the immediate area;

¹ Information Sheet RLU1 – Reviewing and Amending the Regional Land Use Strategies.

² P33, Brighton Structure Plan 2018, Ecelon

Comment

The northern extent of 69 Brighton Road that runs west from the Brighton Road frontage is located outside the 1km buffer from the Brighton Industrial Precinct and is well clear of the attenuation Area for the Brighton Waste Water Treatment Plant.

c) will not result in the unnecessary conversion of agricultural land;

Comment

The subject site is a small area of Class 5, Rural Resource zoned land on the southern fringe of the Brighton township. It is in close proximity to existing and planned residential development and the site does not have significant agricultural potential.

d) does not unreasonably impact on the safety and efficiency of the State road and rail networks, local road networks, or electricity transmission infrastructure;

Comment

The site is clear of electricity infrastructure including approximately 1300m north of the Waddamana to Risdon Vale Electricity Transmission line. Other impacts on the local and State road network have been considered in the BSP 2018 and the proposal is not considered to impact on existing or planned infrastructure.

e) can demonstrate appropriate connectivity with existing and planned road, pedestrian, cycling and public transport networks;

Comment

The site is located on the Brighton Road frontage and is well located for appropriate connectivity to the planned transport networks including the option for a light rail path and potential Transit - Oriented Mixed Use Urban Renewal Precinct as shown on Figure 26 of the BSP 2018 (Figure 3 below).

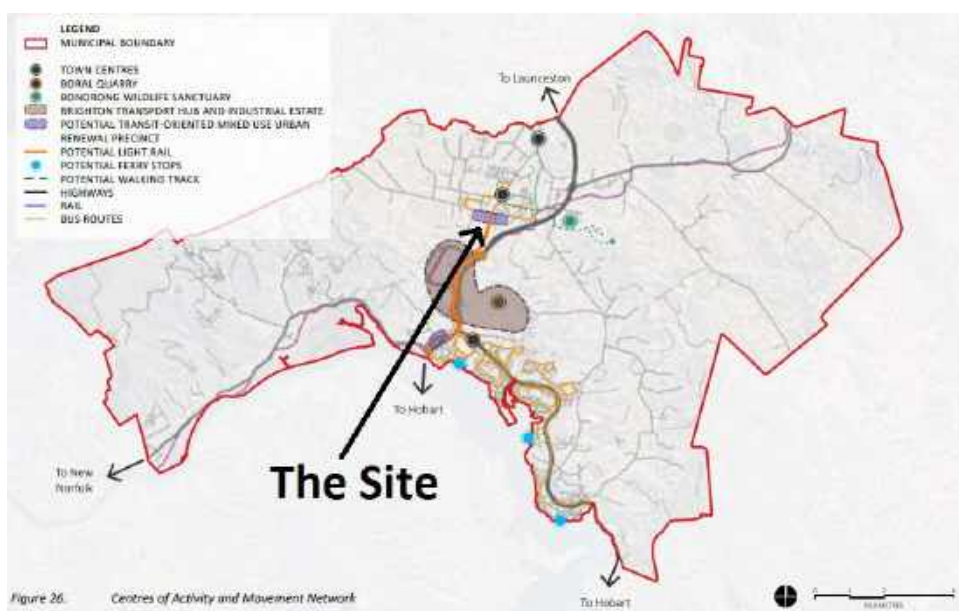


Figure 3 - Centres of Activity and Movement Network (Source: Figure 26, Brighton Structure Plan, 2018)

- f) is able to be appropriately serviced with water, sewerage, electricity and telecommunications infrastructure;

Comment

The site is well located to make best use of existing water, electricity and telecommunications infrastructure. It is expected that infrastructure planning to accommodate the needs of the future high school as well as existing and proposed residential development of already zoned land at the southern edge of Brighton will require an appropriate sewer solution that would logically cater for this site also. It is expected that Council and the Department of Education will progress these investigations in partnership with TasWater.

- g) minimises impacts on natural values such as threatened native vegetation communities, threatened flora and fauna species, wetland and waterway values, and coastal values;

Comment

The site exists as cleared pasture and there are no know natural values.

- h) minimises impacts on cultural values, such as historic heritage values, Aboriginal heritage values, and scenic values;

Comment

The proposal will not have any impacts on historic heritage or scenic values.

- i) will not be subject to unreasonable risks from natural hazards, such as bushfire, flooding, coastal erosion and coastal inundation, and landslip hazards; and

Comment

The site includes an area of Low Landslide Hazard and will require appropriate geotechnical and engineering advice to be incorporated for any future proposals involving Major Works under the Landslide Hazard Code. The controls of this Code and the Bushfire Hazard Management Code will ensure that identified hazards are considered in any future use and development of the site.

- j) addresses the other relevant strategic directions and policies in this strategy.

Comment

The proposal furthers the relevant strategic directions and policies of the STRLUS to the extent that the proposal is consistent with the BSP 2018 that has been prepared to fulfil the relevant strategic directions of the STRLUS.

Conclusion

The site is allocated adjacent to existing General Residential zoned land at the southern fringe of the Brighton township and is close to the proposed new high school site. The land has been named in the Brighton Structure Plan 2018 as appropriate to contribute to the identified need for 58ha of additional greenfield development land at Brighton.

I confirm that the landowners would be pleased to support Council's proposal to extend the Urban Growth Boundary of the Southern Tasmania Regional Land Use Strategy to include 69 Brighton Road.

Regards



Frazer Read

Principal

AllUrbanPlanning^{PTY LTD}

m 0400109582

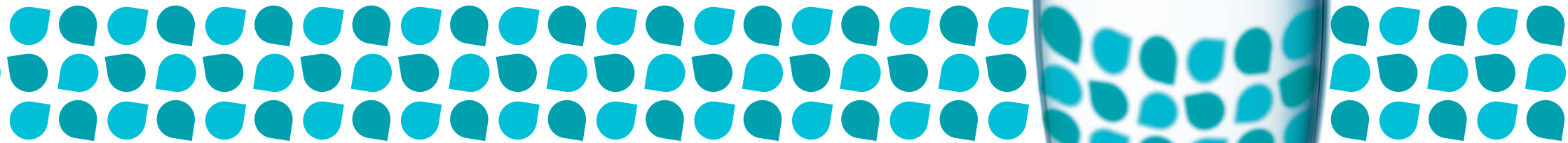
e frazer@allurbanplanning.com.au

DRAFT

9 APR 2021

Corporate plan

Financial years 2022 to 2026



TasWater proudly
acknowledges the
traditional and
original owners of this
land lutruwita, the
Tasmanian Aboriginal
people, pays respect
to those who have
passed before us, and
acknowledges today's
Tasmanian Aboriginal
people who are the
custodians of this land



Contents

Overview

Message from our Chairman and CEO	3
Our purpose	5
About the plan	5
About us	6
Strategic framework.....	7
Our strategy	8

Strategic priorities and key focus areas

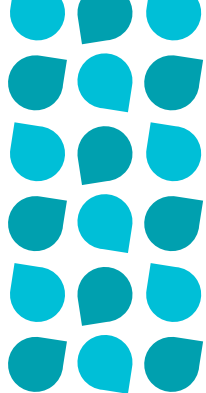
Customer & community	10
Water and environment	13
People and culture.....	17
Commercial and economic.....	21
Measuring our success.....	26

Financial forecasts

Financial forecasts.....	28
Our organisational risks.....	30
Capital expenditure.....	33

Appendices

Income statement	35
Cash flow statement	36
Balance sheet.....	37
Owner distributions.....	38
Capital projects.....	39
Capital programs	40

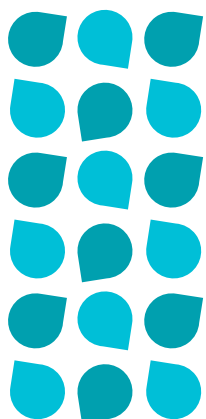


Dr Stephen Gumley AO

Chairman

Michael Brewster

Chief Executive Officer



Message from our Chairman and CEO

This Corporate Plan FY2022-26 (the Plan) is targeted towards supporting the economic and social prosperity of the state while making a positive difference to our customers and the Tasmanian community over the next five years and beyond.

The Plan outlines the means by which impacts of the coronavirus (COVID-19) pandemic will be mitigated, the capital program accelerated, customer experiences enhanced and people kept safe at work.

When COVID-19 emerged in early 2020, a rapid transition took place to ensure reliability and continuity of service during what was proving to be a disruptive and uncertain time for our customers. We are proud of how our team responded, with the motivation to put customers first demonstrated across the whole business.

Employees were quick to adapt to new ways of working in order to continue with their day-to-day responsibilities. Several innovations emerged in the delivery of initiatives to support TasWater's vision – “to be a trusted and respected provider of essential services that is making a positive difference to Tasmania”.

A positive impact from COVID-19 was the sudden need to develop and implement new technology, which accelerated the pace of digital transformation in some areas. To maintain momentum in this area, an enhanced Digital Strategy is

currently being developed to facilitate further leveraging of digital technologies for the benefit of customers and employees.

More broadly, the lessons learned from COVID-19 have been embedded into operations while ensuring effective plans are in place to respond to any further disruptions over the life of the Plan.

In 2017, an ambitious target was set to deliver \$1.7 billion¹ total capital expenditure over 10 years. A Capital Delivery Office (CDO) was established in 2018 to lead the delivery of the program.

While several major milestones have been achieved so far, process improvement opportunities have been implemented to support the delivery outcomes of the accelerated capital program.

In early 2021, the business resumed direct responsibility for simpler, lower cost infrastructure projects that require a level of urgency. This change provides the CDO with the opportunity to focus on the larger projects for which it is best suited.

Over the next five years, capital expenditure is forecast to reach \$1.3 billion (inclusive of external funding contributions of \$164.1 million). This incorporates an estimated \$244 million for the Bryn Estyn water treatment plant upgrade – being our largest infrastructure project to date. This considerable investment will help ensure key promises made to customers are delivered upon

¹ \$1.7 billion is the total capital expenditure committed, with a stretch target of \$1.8 billion reflected in the Memorandum of Understanding under which the Tasmanian Government became a shareholder of TasWater



and provide much needed economic stimulus for the Tasmanian business community well into the future.

The Plan includes a refresh of business strategies and practices to accommodate key environmental considerations, such as climate change and drought. A new overarching Environment Strategy is being developed to outline how key environmental matters will be addressed and provide a long term strategic approach to the management of our resources and broader environmental obligations.

To ensure customers remain at the heart of the business, a new Customer Experience Strategy has been developed and roll out commenced. This strategy promotes customer-centred decision making at all levels of the business, empowering staff to see interactions from the customers' point of view and increasing understanding that valuing customers means valuing their own time, effort and resources as well.

Over the next five years, continued investment in our people will ensure we have the necessary culture and capability to make a positive difference to Tasmania. Of note, the Blue Bus Revolution program that was deferred as a result of COVID-19 will recommence in FY2021-22. This program will support the move to a more constructive organisational culture and the attainment of higher levels of business performance.

While health and safety performance has improved in FY2020-21, it is recognised that there is further work to do in this area. Becoming a Zero Harm organisation will remain a key strategic focus through the delivery of the Health and Safety Improvement Plan.

In the FY2021-25 Corporate Plan, several adjustments were made to the forward targets of key performance indicators to reflect the anticipated impacts of COVID-19 and reduced funding for strategic and operational initiatives. The focus over the next five years will be to recover to the original targets.

Like most businesses, the FY2020-21 budget was impacted by COVID-19. Recognising the considerable uncertainty at the time that budget was developed, a conservative financial outlook was adopted following scenario modelling that was based on independent research.

As a result, the difficult decision was made to suspend dividend payments to owner councils for FY2020-21. While this decision was considered necessary at the time, financial performance in FY2020-21 has been better than expected, which allowed for an interim dividend payment to be made in February 2021. A further dividend payment will be considered in June 2021 based on the financial performance at that time.

Looking ahead, the projections included in the Plan demonstrate a sustained financial recovery over the next five years. In particular, underlying net profit is forecast to increase from \$26.0 million in FY2021-22 to \$37.7 million by FY2025-26.

At this stage, payment of special dividends over and above the agreed target of \$20.0 million per year are anticipated to provide for dividends that were previously foregone by owners. The targeted increase in dividend levels are however subject to the realisation of underlying profits sufficient to support these increased payments and approval by the TasWater Board.

In summary, this Plan represents TasWater's commitment to our customers, the Tasmanian community, our people and owners. TasWater is dedicated to realising its vision and making a positive difference to Tasmania in everything that it does.

Dr Stephen Gumley AO
Chairman

Michael Brewster
Chief Executive Officer

Our purpose

TasWater is an incorporated company providing water and sewerage services to homes and businesses across Tasmania. We source, treat and deliver reliable, quality water to our customers. We collect, transport and treat sewage and safely return it to the environment.

TasWater was established under the *Water and Sewerage Corporation Act 2012* and the *Corporations Act 2001*, and commenced operations on 1 July 2013. The 29 Tasmanian councils and the Tasmanian Government are the shareholders of TasWater.

About the plan

What is the purpose of the Plan?

The Plan outlines our priorities and focus areas for the FY2022-26 period to deliver towards our vision “to be a trusted and respected provider of essential services that is making a positive difference to Tasmania”.

How was it developed?

The Plan incorporates analysis of our internal and external environment, reviews of current performance and responses to community, stakeholder and owner feedback.

What has changed?

The Plan reflects the updated initiatives focused on achieving our vision.

While the overall strategic direction does not differ from the previous Corporate Plan, we have considered the lessons we learned during our COVID-19 response and have taken the opportunity to leverage from this experience and update our strategies and strategic initiatives where appropriate.

We have also made several changes to our strategic framework to consolidate strategies where appropriate and expand our strategic focus into new areas.

Last year, we made several necessary budget and performance adjustments to support our COVID-19 response. We remain confident that the budget forecast and expected performance outcomes will recover to be close to their pre-COVID-19 targets by the end of the Plan period. We will continue to monitor the ongoing impact of COVID-19 and make informed decisions to guide our business recovery.



About us

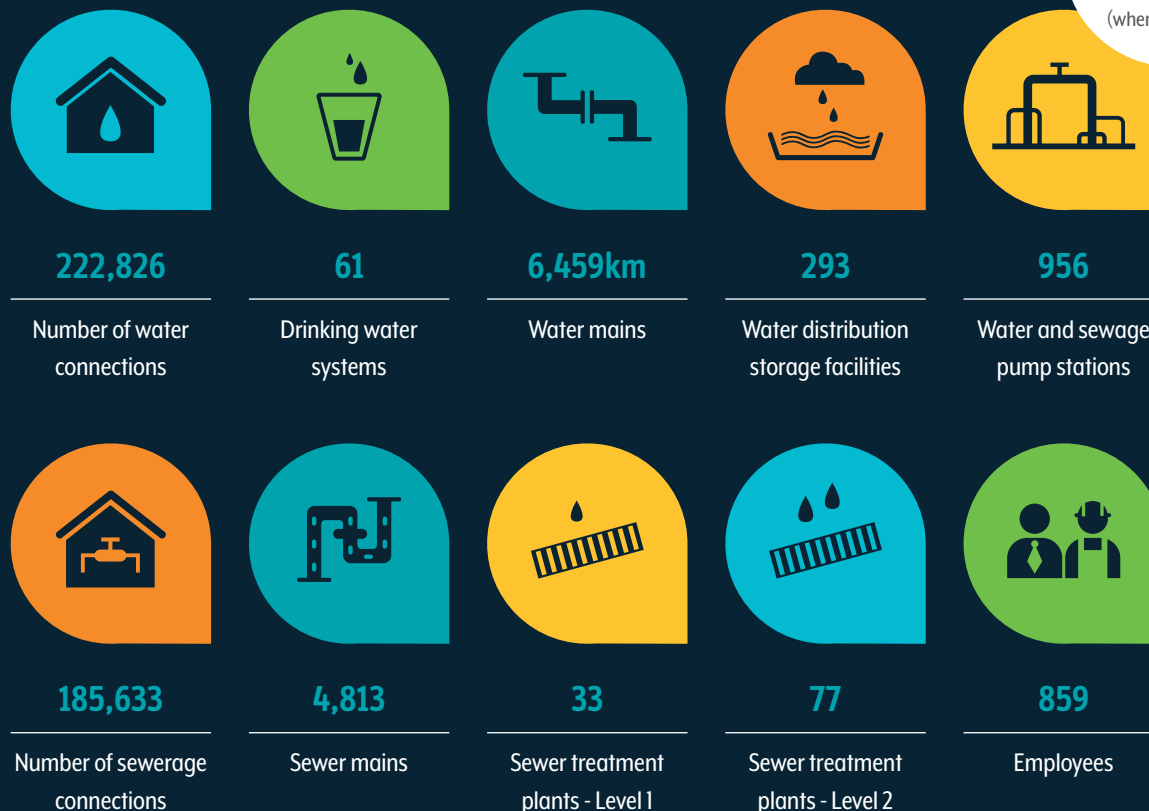
We operate under a range of legislative and regulatory instruments, including:

- *Water and Sewerage Corporation Act 2012*
- *Corporations Act 2001*
- *Water and Sewerage Industry Act 2008*
- *Environmental Management and Pollution Control Act 1994*
- *Public Health Act 1997*
- *Land Use Planning and Approvals Act 1993*
- *Water Management Act 1999*
- TasWater's Constitution
- TasWater's Shareholders' Letter of Expectations.

The key regulators are:

- The Tasmanian Economic Regulator
- The Environment Protection Authority
- The Department of Health
- The Department of Primary Industries, Parks, Water and Environment.

We also have key stakeholder relationships with several other regulatory bodies, including ShellMap.



Information as of July 2020

Key facts as at 30 June 2020

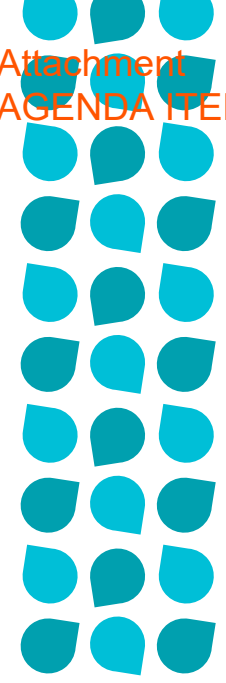
Provided water and sewerage services to more than 431,515 customers²

Delivered 65,643 mega litres of drinking water

Treated 51,918 mega litres of sewerage

Supplied 6,199 mega litres of recycled water

Note: this data is placeholder only – will be updated with data as at 31 March 2021 (when available).



Strategic framework

Vision

Our strategic vision is “to be a trusted and respected provider of essential services that is making a positive difference to Tasmania”. This vision guides our strategic decision-making both now and into the future.

Long Term Strategic Plan

The Long Term Strategic Plan (LTSP) provides direction to the whole business by identifying the strategic outcomes we expect to achieve over the long term to realise our long term strategic vision.

The first LTSP was developed in 2017 and was refreshed in April 2021 to inform the preparation of our Price and Services Plan 4 (PSP4). The refreshed LTSP considers the progress we have made since 2017 as well as the broadening of our strategic focus and priorities since that time.

Strategy and strategic priorities

Our organisational strategy is underpinned by four key strategic themes: Customer and Community, Water and Environment, People and Culture, and Commercial and Economic. For each theme, there are customer promises and outcomes that we expect to deliver, as well as primary and enabling strategies to realise them.

Price and Service Plan 4

Our pricing and service levels are set in a Price and Service Plan that is approved by the Tasmanian Economic Regulator (TER).

We are currently developing our proposed PSP4 for the period 1 July 2022 to 30 June 2026. We will submit our proposal to the Tasmanian Economic Regulator (TER) on 30 June 2021 for investigation and review.

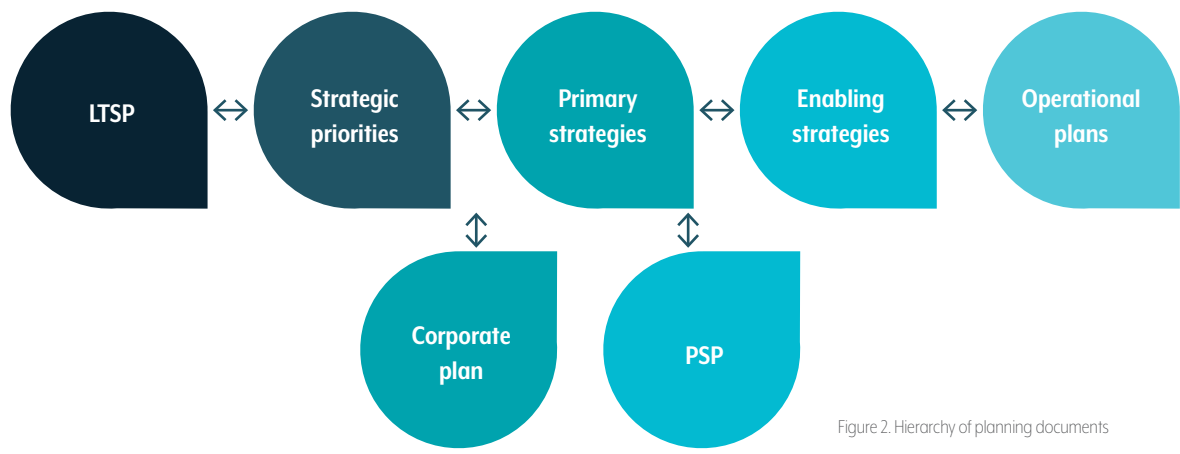


Figure 2. Hierarchy of planning documents

Our strategy



Our vision

To be a trusted and respected provider of essential services that is making a positive difference to Tasmania

Our values

- Taking ownership
- Honest and straight forward
- Working together
- Getting it right
- Long term thinking

Our primary strategies

Customer and community

- Customer experience strategy
- Community and stakeholder strategy

Water and environment

- Drinking water strategy
- Environment strategy

People and culture

- Health and safety strategy
- People, culture and capability strategy

Commercial and economic

- Asset management strategy
- Financial sustainability strategy

Our enabling strategies

- Digital Strategy
- Risk management framework

Strategic priorities and key focus areas





Customer and community



What you expect

- You are satisfied with our service
- You find it easy to do business with us
- You are kept informed



Our promise

- Deliver a positive customer experience to you



Our priorities

- Identifying and closing critical customer service gaps
- Improving our customer engagement and understanding



Our primary strategies

- Customer experience strategy
- Community and stakeholder strategy

Customer and community

Supporting our customers through COVID-19

While Tasmania's economy performed well throughout 2020, it is not yet clear that the full financial, economic and social impacts of COVID-19 have been experienced by our customers.

The strength in Tasmania's economy has been largely attributed to the relatively higher proportion of the state's population being supported by Australian Government assistance. This assistance ended in March 2021, and there has been concern that the Tasmanian economy would be the most heavily impacted as a result.

Recognising that COVID-19 is expected to present a risk for some time, we will continue increased communications to customers about our hardship policy, expanded customer support program and what we and our owners are doing to mitigate the financial effects of the pandemic.

We have reflected the lessons learned from our COVID-19 response in our customer-related strategies and remain committed to providing support to our customers who need it the most.

Enhancing the customer experience

Initial research in late 2016 showed that our customers held a largely negative view of TasWater and its services. Overall customer satisfaction at that time was between 49 and 51 per cent. However, as a result of our focus in this area, we were able to increase customer satisfaction to 68 per cent just prior to the onset of COVID-19.

As a result of COVID-19, the primary focus of many customers turned to the reliability of our services, the safety of the community and, for some customers, the need for greater financial and hardship support.

However, beyond COVID-19, the needs and expectations of customers continue to evolve. This includes the way customers want to interact with service providers, with an increasing number of customers seeking to connect through digital platforms and manage transactions in the way that is most convenient for them.

Research by both Deloitte and the Water Services Association of Australia shows that the utility customer of the future will expect a personal relationship with their service provider and a data-driven experience that provides flexibility in how they manage their account and services.

Like other utilities across Australia, we will need to respond in a timely manner to these expectations to remain relevant to our customers. To do this, we need to better understand the

Customer and community



kind of experiences our customers want from us and respond with appropriate solutions.

The aim of our Customer Experience Strategy is to implement a best-in-class approach to customer experience under which the sequence of interactions with our customers is well-managed, cohesive and positive.

We will continue to implement this strategy and improve customer satisfaction over the life of the Plan by focusing on 'fixing the basics', including root cause analysis of customer complaints, keeping our customers informed and removing pain-points. We will also explore how we can improve and streamline our processes to create a better customer experience, without 'over servicing' and placing upward pressure on prices.

Engaging with our owners, stakeholders and the broader community

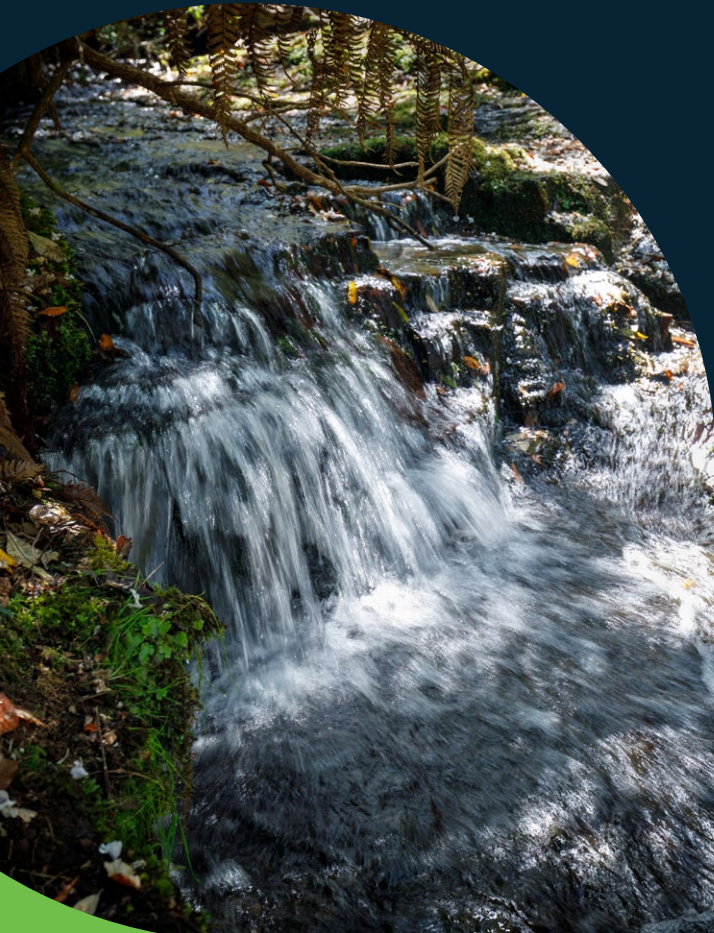
In recent years, significant progress has been made in building stakeholder engagement and demonstrating our value and purpose to the communities we serve. Community satisfaction with TasWater rose from 52 per cent in December 2017 to 62 per cent in 2019 with updated research results expected to be made available in mid-2021.

Our improvement in this area has been driven by an increased focus on using interactions with our owners, stakeholders and the community to raise awareness of our role as an essential service provider, engaging with key community opinion leaders and participating in community events.

Over the period of the Plan, we will continue to develop and maintain relationships with our owners, stakeholders and communities and foster greater sharing of information through the execution of our Community and Stakeholder Strategy.

This will include continued engagement with peak bodies to better understand the needs of their members and work closely with key business customers to allow us to consider the individual opportunities and the pressure they face. We will also continue to build our understanding of identified customer segments to deliver services in ways that meet their needs and expectations while at the same time improving their understanding of our business.

This engagement will inform our decisions and contribute to our broader long term policy settings. We will also continue to participate in community events to demonstrate that we care for the community, encourage mutual trust and respect and build the social license for our activities.



Water and environment



What you expect

- Your drinking water is clean and safe to drink
- You have a reliable supply of water
- Your sewage is efficiently collected and transported
- Your sewage is treated and disposed of with minimal impact to the environment and its users



Our priorities

- Meeting agreed regulatory compliance targets
- Optimising system performance



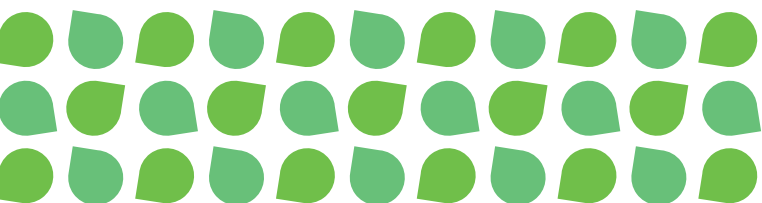
Our promise

- Provide you with safe drinking water and responsibly manage your sewage



Our primary strategies

- Drinking water strategy
- Environment strategy



Water and environment

Climate change

By 2030, it is predicted that the Earth will be at least 1.5 degrees warmer than pre-industrial times. Extreme climatic events are already increasing in both frequency and magnitude.

The changing climate remains one of the biggest strategic risks facing TasWater and the broader water industry. We need to better understand how it will affect the way we work now and into the future.

Taken together with a growing population, the lower rainfall and higher temperatures anticipated from climate change is likely to have a material impact on our ability to provide a reliable supply of drinking water over the longer term.

In addition, customers, regulators and governments are increasingly demanding that companies assist in contributing to the mitigation of climate change by reducing greenhouse gas emissions. We will need to demonstrate to our customers that TasWater is a responsible environmental custodian to achieve our strategic vision.

To recognise the strategic risks associated with climate change and acknowledge our social obligations and stakeholder expectations, we are currently developing a Climate Change Strategy and Adaptation and Mitigation Plan to establish a coordinated approach to the mitigation of climate change risk and identify options to reduce our climate impact.

The development of this strategy and plan will continue into FY2021-22 and includes a risk and vulnerability assessment, high-level scenario planning, identification of priority areas for investment and the development of an opportunity map in relation to potential investment in renewables and energy efficiency initiatives.

Water security and competition for water resources

Alongside the changing climate, seasonal tourist booms and steady population growth are expected to continue to put pressure on water supplies both now and into the future.

While the state's tourism industry was heavily impacted by COVID-19 in 2020, over 3.5 million tourists and other visitors arrived in Tasmania between July 2018 and June 2019. Many travellers arrive during summer months, placing short term pressure on our water supplies in regional areas. The Tasmanian Government has also set a target to grow the state's population to 650,000 by 2050, which will place greater demands on our aging infrastructure.

More broadly, competition is also increasing for access to our water resource from industrial and commercial users, established industries such as agriculture, and emerging industries such as hydrogen production. Growth in these sectors will also require significant investment in infrastructure to support the supply of water to meet this type of large-scale industrial demand.



It is likely that service introductions or augmentation will be required, as well as investment in alternative water supplies, to meet increasing demands for water supply and maintain water security.

In response to the difficult summer period experienced in FY2019-20 and the growing importance of water security as a strategic issue for our business, a significant body of work has been completed over the last twelve months to ensure that we continue to appropriately manage our water supplies, including:

- Development of a Demand Management Strategy
- Completion of a water surety risk assessment and development of draft restriction “trigger points” for all systems
- Development of an urban water supply master planning framework to guide source augmentation investment decisions
- Formal submission to the Tasmanian Government’s Rural Water Use Strategy
- Development of a strategy to reduce the percentage of unaccounted for water
- Review of water allocations and extraction licences to inform discussions to update water licences in line with demand projections
- Commencement of a program of technical assessments focused on improving surety of supply on the east coast of Tasmania and other stressed communities, including Bridport.

During FY2021-22, we will continue to develop an overarching Water Surety Strategy aimed at establishing agreed levels of service and guiding development of an overall portfolio of integrated and coordinated actions in relation to both supply enhancement and augmentation and demand management.

We are also embarking on a Water Surety Communications and Engagement Strategy aimed at raising awareness among policymakers, stakeholders and customers regarding water surety and the importance of looking after the water we all share.

We will continue to engage proactively with the Department of Primary Industries, Parks, Water and Environment on water resource management.

Broadening our environmental focus

To date, our primary Water and Environment strategies have been focused on the delivery of safe drinking water and responsible sewerage services to our customers.

While there is further work to do in these areas, we have achieved several milestones, including realising full microbiological compliance for two years in succession and major improvements in sewage treatment.

To be trusted and respected by our customers, we recognise that we need to broaden our strategic focus beyond the provision of drinking water and management of sewerage.

Accordingly, we are developing an overarching Environment Strategy to outline our long term goals and priorities in relation to the natural environment.

The strategy will provide the framework for a number of new and existing strategies across several key environmental focus areas, including sewerage system management, climate change adaptation and mitigation, catchment management, emissions reduction and changing customer expectations, biosolids and trade waste.

Catchment management

Catchment management remains a key strategic issue for TasWater. Unlike most other Australian water utilities, we do not own or manage water catchments or, in most cases, the land around water storages or extraction points. Nevertheless, we rely on the health of our drinking water catchments to provide reliable and safe drinking water.

We will continue to advocate for the protection of our natural resources and work to better understand the impacts of emerging challenges on drinking water catchments. This includes working constructively with key catchment management groups, landowners and the Tasmanian Government.



People and culture



What you expect

- Our work is conducted safely to protect our people, contractors and the communities we serve
- Our culture and capabilities enable us to make a positive difference to Tasmania



Our promise

- Build culture and skills for the long term benefit of Tasmania



Our priorities

- A relentless focus on safety (Zero Harm)
- Enhancing workforce capability and culture



Our primary strategies

- Health and safety strategy
- People, culture and capability strategy

People and culture

Improving health and safety results

After disappointing health and safety results in FY2019-20, we have delivered an improvement in our performance during FY2020-21 as a result of escalating our focus and resourcing in this area.

However, we recognise that there is still more work to do to achieve our goal of becoming a Zero Harm company. We will continue to seek further improvement over the period of the Plan through the implementation of our Health and Safety Strategy and Health and Safety Improvement Plan.

Our primary focus is on the major hazard areas of our business that have the potential for a serious injury or fatality. We are progressing initiatives related to our fatal risk control standards, chemical management, fatigue management and contractor management.

Over 80 per cent of the injuries experienced by our people are soft tissue injuries from manual and physical tasks. Through our Soft Tissue Injury Taskforce, we will continue to focus on developing solutions and redesigning work processes to reduce exposure to tasks that can produce these types of injuries.

We will also continue to encourage our staff to participate in safety conversations to promote the importance of safe work practices.

Ongoing effects of COVID-19

COVID-19 has driven significant change in the way we conduct our business, requiring us to implement physical distancing and new ways of working to continue to deliver services to our customers and keep our people and the community safe.

We acted quickly when COVID-19 emerged, and our response has been independently assessed as being effective. Accordingly, we are confident in our ability to manage a further outbreak or disruption of similar magnitude in the future.

Nevertheless, COVID-19 continues to present risk. Tasmania has fared relatively well to date, but further outbreaks in the state and disruption to our operations are still possible. Although a COVID-19 vaccine is currently being rolled-out, it is expected that we will be required to observe public health measures and maintain COVID-safe behaviour for the foreseeable future.



Investing in people, culture and capability

Our people are fundamental to our success. We remain committed to investing in our organisational culture and capability to ensure that our people have the mindsets and capabilities to reach their career aspirations and deliver outcomes consistent with our strategic objectives.

We have simplified our strategic focus in this area by consolidating several existing strategies into a People, Culture and Capability Strategy.

The key objectives of this strategy are to:

- Create a culture that enables our people to pursue a standard of excellence, work cooperatively, 'have a go', and implement change together to support higher levels of business performance
- Build capabilities that drive the greatest benefits for customers and financial outcomes for the business while providing opportunities for our people to learn, develop and reach their full potential.

Recognising that our ability to innovate and share knowledge is fundamental to realising these objectives, this strategy is now directly supported by our Innovation and Knowledge Management strategies.

Over the period of the Plan, our key focus areas will be to:

- Recommence the Blue Bus Revolution and Leader as Coach programs that were suspended as a result of COVID-19
- Develop and implement leadership competency and accountability matrices linked to our values, behaviours and the constructive styles
- Review performance and development processes to encourage a greater focus on goal setting that is aligned to our purpose and customer outcomes
- Continue our trainee, graduate and intern programs while developing targeted initiatives to enable career pathways and planning to support various needs and segments across the employee lifecycle
- Continue to cultivate innovative mindsets to help us meet the evolving expectations of our customers
- Establish an online virtual workplace for our people to collaborate, innovate, communicate and share knowledge.

We will continue to conduct pulse and engagement surveys over the life of the Plan to measure our progress and ensure we remain focused on our key strategic aims.

People and culture



Greater flexibility in working arrangements

The need for staff to work from home during COVID-19 has led to an acceleration in the adoption of more flexible working arrangements. Many employees have a strong desire to maintain these arrangements beyond COVID-19.

Recent research from Boston Consulting Group found that between 41 and 60 per cent of Australians prefer to work from home two to three days a week. A global study from Atlassian showed that nearly 70 per cent of workers had experienced an increase in job satisfaction since shifting to remote work, with most study participants also reporting an increase in productivity.

While occupancy levels at our sites have increased since July 2020, it is unlikely that we will revert fully to traditional working arrangements where all staff are on-site every day. Employees see flexible working arrangements as a key consideration in determining their employer, and employers will need to meet these expectations to remain competitive.





Commercial and economic



What you expect

- The local economy benefits from our investment and capacity building
- Pricing is sustainable



Our priorities

- Delivering Price and Service Plan commitments
- Achieving further efficiencies



Our promise

- Give you value for money



Our primary strategies

- Asset management strategy
- Financial sustainability strategy

Commercial and economic

Accelerating our capital program

In 2017, we made the decision to increase the investment in our infrastructure to \$1.7 billion over 10 years. This ambitious and significant program is now also playing an important role in Tasmania's recovery from the economic impacts of COVID-19.

Over the next five years, we are forecasting total capital expenditure of \$1.3 billion. Major projects to be progressed during this time include the Bryn Estyn water treatment plant upgrade, the Launceston Sewerage Improvement Program, Launceston Combined System project, the Forth water treatment plant upgrade and the Macquarie Point sewage treatment plant relocation.

In December 2020, we resumed direct responsibility for simpler, lower-cost works, particularly those that require a level of urgency. This decision is expected to assist the acceleration of our capital program and provide the TasWater Capital Delivery Office (CDO) with additional capacity to focus on delivering medium and large-scale projects.

In response to industry feedback, we have worked with our alliance partners to re-balance the allocation of risk in several key areas in contracts used for projects delivered through the CDO. With a portion of our broader capital program to be delivered under direct arrangements between TasWater and contractors, we have also revised our own contracts to better represent our requirements for less complex projects and take into account feedback from the industry.

Enhancing our financial sustainability

Financial sustainability was an important consideration in the establishment of TasWater in 2013 and has been highlighted again recently due to the financial impacts of COVID-19.

The Memorandum of Understanding (MoU) under which the Tasmanian Government became a Shareholder of TasWater in early 2019, and the associated equity contributions since that time along with agreed lower returns to owner councils, have provided significant benefits to customers through capped price increases up to FY2024/25, accelerated infrastructure upgrades and a joint focus on major projects of significance for Tasmania.

Our long-term financial modelling performed to inform the MoU indicated that a period of capped price increases and increased capital investment was achievable subject to receiving the planned equity injections from the Tasmanian Government. Our financial performance had been materially consistent with this modelling until the onset of COVID-19, which could not have been reasonably anticipated at the time the MoU was entered into.

While to date we are fortunate to have maintained a relatively strong balance sheet throughout COVID-19, we have experienced a considerable impact on our long-term financial plan, most notably through a reduction in revenue and the potential for higher bad debts. Despite the recent financial impacts of COVID-19 on our revenue and profitability, we are intending to honour the price cap commitment under the MoU. This commitment however assumes that there are no further



material impacts arising from COVID-19 for the period of the MoU.

At the conclusion of the MoU period, it will be necessary to put in place a pricing path transition that ultimately recovers the full cost of providing contemporary water and sewerage services. Achieving full cost recovery will enable us to sustainably meet customer expectations and regulatory obligations long term while providing owner councils with a commensurate return on their investment which they can utilise for the benefit of the communities they serve.

More broadly, a key measure of financial sustainability is to ensure that our debt financing can be serviced adequately. In this regard, we have established a Financial Sustainability Strategy that sets a target of 55 per cent for our gearing ratio. Our financial modelling indicates that our gearing levels have increased as a result of the downward revaluation of our infrastructure assets in FY2019-20 and are projected to be above this target in the last two years of this Plan. The exceedance is only minor and importantly exists for a relatively short period. It is not considered to be a major risk to our financial sustainability, however, it will require an increase in our gearing loan covenant with TasCorp.

Finalisation and implementation of Price and Service Plan 4

As a result of COVID-19, the Tasmanian Government approved a deferral in the submission of our proposed Price and Service Plan 4 (PSP4) from 30 June 2020 to 30 June 2021.

PSP4 will govern the maximum prices we can charge over the four-year period from 1 July 2022 to 30 June 2026 and outline

how we will maintain the delivery of clean and safe drinking water, improve environmental outcomes and secure enhanced customer service results, while keeping customer bills as affordable as possible.

Our priorities for PSP4 have been informed by feedback from an extensive customer consultation process. Our approach to engagement included testing willingness to pay for certain services. The innovative nature of this approach was showcased at the Ozwater'21 conference in May 2021.

Once our proposal is submitted, we will work with the Tasmanian Economic Regulator during FY2021-22 as it undertakes a detailed investigation of our proposal, including a public consultation process.

Realising sustainable productivity savings

In the first half of FY2020-21, we took part in our third Water Services Association of Australia (WSAA) benchmarking exercise, comparing our overall performance against participating water utilities across Australia.

Tasmania's rugged topography, the wide dispersion of our assets and the lack of economies of scale associated with previous distributed ownership and other factors make it difficult to compare our performance to other Australian water utilities in some areas. However, the results from the benchmarking exercise show that we have improved our performance in several key areas compared to the most recent study in 2018.

Realising sustainable productivity savings is of critical importance to funding our operational and strategic priorities.

Commercial and economic



The outcomes of the benchmarking exercise will help inform a refreshed five-year Productivity Improvement Plan that will be implemented over the period of the Plan.

Digital transformation

The rate of change in technological developments has continued to increase in recent years and has accelerated further since COVID-19.

In addition to allowing service providers to meet the evolving needs and expectations of their customers, these technologies provide an opportunity for businesses to improve the efficiency of service delivery, enhance safety for workers, remove inefficiencies and reduce costs.

The water industry has been relatively slow to embrace technology compared to other industries, such as banking and telecommunications. However, research suggests that the adoption of new technologies in the water industry is now increasing, particularly in areas such as remote sensing, predictive analytics, artificial intelligence and virtual reality.

While our digital transformation plan for 2020 was impacted by COVID-19, we have continued to pursue, adapt and deliver initiatives to improve our operations, support our workforce to operate remotely and deliver improved services to our customers.

To maintain momentum in this area, we are currently developing an enhanced Digital Strategy to provide the foundation for further digital transformation of the business, underpinning our ability to deliver our strategic outcomes and customer promises.

This strategy will focus on using digital technology to meet evolving customer expectations as well as extending the life of

our assets through intelligent networks, improved data and enhanced decision-making tools.

We recognise that, as the reliance on technology grows, so does the opportunity for systems to be compromised.

In June 2020, the Department of Defence and the Australian Cyber Security Centre issued a critical alert advising that Australian private and public sector organisations were being targeted in a sophisticated cyber-attack by a foreign entity.

It is likely that cybersecurity risk will continue to rise over coming years. Our challenge will be to leverage emerging technologies that benefit our customers without compromising the security of our operations.

Asset management

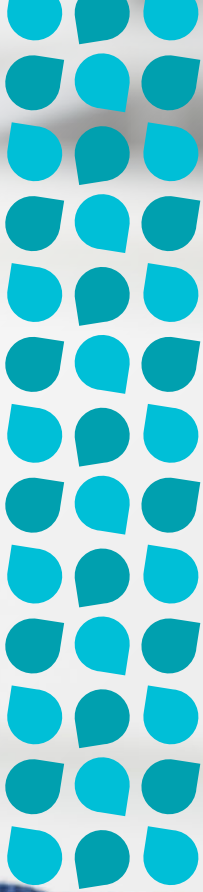
Our infrastructure assets are core to the services we provide and in recent years we have made considerable progress to adopt contemporary asset management practices aligned to leading industry practice.

During FY2020-21, we took part in the WSAA Asset Management Customer Value (AMCV) benchmarking exercise alongside 19 other water utilities from across Australia.

The results from the exercise showed that we have improved considerably against peer organisations since the previous exercise in relation to asset management maturity, with six key areas for further improvement identified.

Project champions have been engaged to develop and implement initiatives to action the AMCV recommendations and bring us closer into line with best practice methodologies implemented by several of our interstate counterparts.

Measuring our success



Measuring our success

To ensure we remain accountable to our customers and owners, we work towards a set of key performance indicators (KPIs) and targets aligned to our strategic themes, our customer promises and what is expected of us. Our measures are aligned to our Long Term Strategic Plan, our strategic priorities, our drive to be a high performing organisation and the delivery of our strategies.

OUR PRIORITIES	MEASUREMENT	ACTUAL	TARGET	TARGET	TARGET	TARGET	TARGET
Customer and Community – Deliver a positive customer experience to you		FY2020–21	FY2021–22	FY2022–23	FY2023–24	FY2024–25	FY2025–26
Identify and close critical customer service gaps	Customer experience percentage ³	62%	64%	66%	68%	70%	72%
	Customer satisfaction percentage	66%	68%	70%	72%	74%	75%
	Brand perception percentage	58%	60%	62%	64%	66%	68%
Improve our community engagement and understanding	Community and stakeholder feedback percentage	62%	68%	75%	75%	75%	75%
Water and Environment – Provide you with safe drinking water and responsibly manage your sewage		FY2020–21	FY2021–22	FY2022–23	FY2023–24	FY2024–25	FY2025–26
Meet agreed regulatory compliance targets	Customers supplied by drinking water systems meeting best practice risk mitigation (per cent)	5.0%	12.6%	31.6%	69.9%	70.8%	70.8%
	Number of dams above the ANCOLD Limit of Tolerability	4	2	0	0	0	0
	Number of wastewater systems considered high risk to the environment	22	20	17	15	14	13
	Real Losses: water mains (kL/km water main/day)	11.4	10.0	9.0	8.0	7.5	7.0
Optimise system performance	Number of critically notifiable spills (less than or equal to)	5	4	2	2	1	1
	Treated wastewater compliant with EPA requirements (flow-weighted) percentage	89.0%	89.0%	89.0%	91.3%	93.7%	96.1%

³ Customer experience combines two metrics: customer interaction, which measures the quality of an interaction, and customer effort which measures how easily an issue was addressed and resolved.

Measuring our success (continued)

OUR PRIORITIES	MEASUREMENT	ACTUAL	TARGET	TARGET	TARGET	TARGET	TARGET
People and Culture – Build culture and skills for the long term benefits of Tasmania		FY2020–21	FY2021–22	FY2022–23	FY2023–24	FY2024–25	FY2025–26
Enhance workforce capability and culture	Fifty per cent constructive styles by 2023	Material improvement in pulse cultural survey results	Constructive styles to be between the 25th and 50th percentile. Defensive styles at or below the 50th percentile	Material improvement in pulse cultural survey results	Constructive styles to be at the 50th percentile or better. Defensive styles at or below the 25th percentile	Improvement in constructive styles year on year	Constructive styles to be above the 50th percentile. Defensive styles below the 25th percentile
Relentless focus on safety (Zero Harm)	Total Recordable Injury Frequency Rate (TRIFR) – (less than or equal to)	≤12	8.5	5.5	3.0	≤3.0	≤2
	Notifiable Injury Frequency Rate	≤1.1	≤0.8	≤0.4	≤0.4	≤0.4	≤0.4
Commercial and Economic – Give you value for money		FY2020–21	FY2021–22	FY2022–23	FY2023–24	FY2024–25	FY2025–26
Deliver Price and Service Plan commitments	Capital expenditure	176.5M	229.9M	285.9M	291.1M	229.2M	230.5M
Achieve further efficiencies	EBIDTA	151.4M	163.7M	173.2M	183.4M	195.3M	205.5M
	Interest cover ratio	2.61	3.33	3.22	2.93	2.95	2.92

Financial forecasts

Overview

The table below highlights the key information contained in our financial and capital forecasts for the Plan:

FINANCIAL SUMMARY	FY2020-21 BUDGET	FY2021-22 FORECAST	FY2022-23 FORECAST	FY2023-24 FORECAST	FY2024-5 FORECAST	FY2025-26 FORECAST
NPAT \$M	39.1	55.1	61.0	58.3	63.3	67.9
Capital Expenditure \$M	176.5	229.9	285.9	291.1	229.2	230.5
Distributions						
Dividends \$M	10.0	20.0	20.0	20.0	20.0	20.0
Special Dividend Target* \$M	-	4.0	4.0	4.0	4.0	4.0
Total Distributions \$M	10.0	24.0	24.0	24.0	24.0	24.0
Debt \$M	649.7	721.6	815.4	896.0	985.7	1,069.0
Gearing	43.4%	46.0%	49.3%	51.5%	55.4%	58.7%
Interest Cover (times)	2.61	3.33	3.22	2.93	2.95	2.92

⁴ Special dividends are provided for within the Plan so as to return foregone dividends during COVID-19 to owner councils. As with all dividend payments, they are subject to the underlying financial performance and position supporting these payments.

Forecast growth and demand

Forecast growth and demand assumptions for FY2021–22 are consistent with the Price and Service Plan 3 (PSP3) which was extended for an additional year as a result of COVID-19. Growth and demand assumptions for FY2022–23 to FY2025–26 reflect those proposed for inclusion in our Price and Service Plan 4 (PSP4) submission to the Tasmanian Economic Regulator. These assumptions will be reviewed during FY2021–2 as our submission is considered by the Tasmanian Economic Regulator.

Revenue assumptions

Revenue assumptions reflect the targeted outcomes of the Memorandum of Understanding (MoU) with the Tasmanian Government, the underlying assumptions and financial projections of which were included in the Information Memorandum of 16 July 2018 (Information Memorandum).

A key feature of the MoU was to cap price increases from FY2020–21 through to FY2024–25 at the lesser of 3.5 per cent and the price determination made by the Tasmanian Economic Regulator. The revenue assumptions in the Plan reflect this price cap.

No new income has been assumed from any potential re-introduction of developer charges for expansion (formerly known as headworks) that may be proposed in PSP4.

Interest expense assumptions

For the period of the Plan, the average interest rate for the loan portfolio is 3.4 per cent.

Non-interest expense assumptions

Cost increase assumptions have been predominantly based around the projected Consumer Price Index (CPI) increase of 1.25 per cent. The following assumptions underpin the expenses contained in the Plan:

- CPI is assumed to be 1.25 per cent for FY2021–22 then increasing steadily to 2.25 per cent over the remaining four years of the Plan.
- A modest allowance for fixed wage increases have been included, recognising that new Enterprise Agreements are currently being negotiated to commence in FY2021–22.
- Power expenses have been modelled by an external consultant and are based on network tariff outcomes, current contracts and forward price projections for recontracting. As a result of proactive recontracting of electricity parcels, we have delivered a material reduction in power costs that will continue to be of benefit in FY2021–22.
- Operational cost increases have been partially offset by anticipated productivity savings in each year of the Plan.

In relation to bad and doubtful debts, the risk of non-collection of debt remains present due to the uncertainty of the actual impact of COVID-19. Due to the continued uncertainty, it has been assumed that the level of bad debt experienced each year in the short term does not revert fully to pre-COVID levels.

Comparison to the Information Memorandum financial forecasts

The financial forecasts provided in the Plan vary from the financial forecasts included in the Information Memorandum in the first three years of the Plan, largely as a result of the ongoing impacts of COVID-19. No new COVID-19 impacts of a material nature are forecast over the life of the Plan.

In the later years of the Plan, our financial results are forecast to more closely align with or exceed the targets in the Information Memorandum and the long term financial performance goals as outlined in our Financial Sustainability Strategy.

Our total revenue is budgeted to be lower primarily due to the ongoing impact of the unanticipated price freeze in FY2020–21. Development revenue has been increased from the budgeted FY2020–21 levels as the expected reduction in activity has not materialised.

Expenditure remains higher than the Information Memorandum targets, largely due to the continuation of variances from prior years including employee costs, program management expenses, information technology costs and insurance premiums. These increases have been offset to a degree by decreases in connection costs, electricity costs and targeted productivity savings.

Investments in business improvements aimed at improving our performance and realising our vision have also reverted to pre-COVID-19 levels.

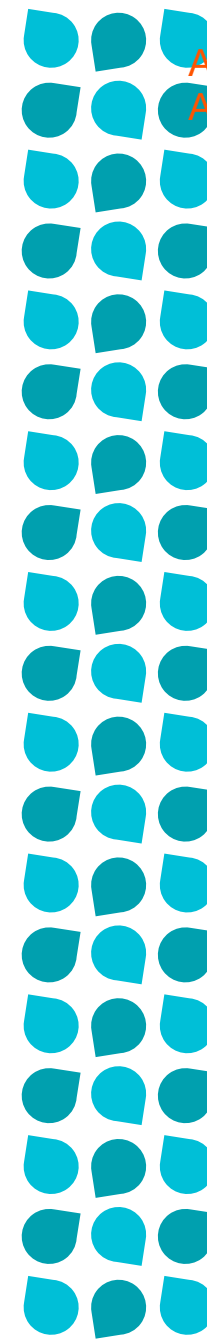


Our organisational risks

The TasWater Board and senior management team regularly review risks, controls and assurance levels. When our strategies alter, or we predict changes in our operating environment, we assess uncertainties that may have a material impact on our risk profile or require changes to risk controls. These controls are typically reflected in the primary and enabling strategies developed to deliver our customer outcomes.

Relative to the FY2021-25 Corporate Plan, the number of strategic risks that will be actively reviewed has been reduced from 15 to nine to reflect changes in the assessed level of risk and the impact and robustness of controls that have been implemented since that time. The remaining risks will continue to be monitored at the operational level and managed through our primary and enabling strategies, with reporting to the Board by exception only.

Over the last 12 months, there have been increases in the assessed level of risk for the financial sustainability risk and the cybersecurity risk, reflecting the impact of COVID-19 on our business and recent cybersecurity attacks experienced in Australia. Despite this increase, the robustness of existing controls and audit programs related to our financial sustainability risks, ensures that this risk will still be managed at an operational level. The cybersecurity exposure will still be managed at a strategic level, as noted in the following table.



STRATEGIC RISK TITLE	DESCRIPTION	KEY CONTROLS	STRATEGIC PRIORITY AND KEY FOCUS AREA
Customer and Community – deliver a positive customer experience to you			
Contractor conduct risk	Conduct of employees or contractors carrying out core business activities on behalf of TasWater in a manner that is detrimental to the organisation, our reputation, the individual or customer outcomes	<ul style="list-style-type: none"> • Community and Stakeholder Strategy • Corporate Governance Framework • Procurement Policy and Contract Management Guidelines • Ongoing investment in culture • Complaints, Enquiries and Dispute Management Policy • Corporate Code of Conduct • Clear policies relating to behaviour and conduct 	Investing in people, culture and capability
Water and Environment – provide you with safe drinking water and responsibly manage your sewage			
Environmental / third party risk	Failure of sewerage system process or infrastructure, or business activity causing environmental harm	<ul style="list-style-type: none"> • Sewerage Strategy • Operation and maintenance manuals • Inspection regimes • Automated monitoring and control systems (including the Operations Centre) • Inflow and infiltration reduction programs • Renewals and relining programs • Incident and Emergency Management Plan 	Broadening our environmental focus
Water quality / public health risk	Provision of unsafe drinking water resulting in serious public health incident	<ul style="list-style-type: none"> • Drinking Water Strategy • Drinking Water Quality Risk Management Plan • Protocol for provision of non-drinking water supplies • Automated monitoring and control systems (including the Operations Centre) Incident and Emergency Management Plan 	Catchment management
Supply and demand risk	Inability to provide for water supply security or demand for sewerage services (short and long term)	<ul style="list-style-type: none"> • Drinking Water Strategy • Demand modelling • Business Continuity Plans and critical asset contingency plans • Water restrictions policy and guideline • Water Supply Security Strategy and implementation plans • Water Supply Demand Management Steering Group • Growth and Capacity/System Master Plans 	Water security and competition for water resources
Climate change risk	Failure to consider and manage impacts from climate change on all aspects of the business	<ul style="list-style-type: none"> • Climate Change Adaptation and Mitigation Strategy • Climate prediction scenario modelling 	Climate change risk

STRATEGIC RISK TITLE	DESCRIPTION	KEY CONTROLS	STRATEGIC PRIORITY AND KEY FOCUS AREA
People and Culture – build culture and skills for the long term benefit of Tasmania			
Worker and public safety risk	Injury to worker or member of the public	<ul style="list-style-type: none"> • Health and Safety Strategy • Safety committees • Inductions and ongoing training • Policy and procedures • Fatality risk profile and associated management plans • Ongoing investments in safety culture and implementation of Health and Safety Plan initiative 	Improving health and safety results
Commercial and Economic – give you value for money			
Cybersecurity risk	Unauthorised access to TasWater systems leading to loss of confidentiality, integrity, control or availability	<ul style="list-style-type: none"> • Technology and Innovation Strategy • Information Security and Acceptable Use Policy • Business Continuity Planning (including regular testing) • Incident and Emergency Management Plan • Enhanced internal cybersecurity expertise 	Digital technology
Operational systems capability risk	Operational technologies and employee capability do not result in the provision of efficient, reliable and responsive practices to deliver on customer promises	<ul style="list-style-type: none"> • Technology and Innovation Strategy • Supervisory control and data acquisition (SCADA) Strategy • Data Quality Policy • Operations Centre • Information management policies 	Digital technology
Capital program delivery risk	Inability to deliver the proposed capital program on time and on budget with the intended business benefits and customer outcomes (i.e. deliver value for money)	<ul style="list-style-type: none"> • Asset Management Strategy • Strategic Asset Management Plan • Capital management processes, including procurement • Asset Management Information System • Capital Delivery Office 	Accelerating our capital program

Capital expenditure

Background

In 2017, we made the decision to increase the investment in our infrastructure to \$1.7 billion over a 10-year period with a best endeavour aim to deliver \$1.8 billion as agreed in the Memorandum of Understanding (MoU) with the Tasmanian Government.

In line with this commitment, we are forecasting total capital expenditure of \$229.9 million (including external funding contributions of \$29.4 million) in FY2021-22. This investment will deliver important benefits to our customers and the Tasmanian community and support the state's economy in its recovery from COVID-19.

In determining our capital program, it is important that we balance the scale of the program against price affordability for our customers and compliance commitments. As such, our capital program is guided by a prioritisation model that includes a weighting to emphasise the outcomes that our customers and stakeholders advised us were most important.

Currently, projects aimed at improving drinking water quality are given the highest weighting in the prioritisation model.

Projects aimed at improving environmental compliance and dam safety outcomes are given the second highest weighting, followed by projects aimed at improving service reliability for critical assets in sensitive environments.

The key plans that underpin our capital expenditure program and are subject to the approval of regulators include:

- The Drinking Water Quality Risk Management Plan regulated by the Department of Health
- The Wastewater Risk Management Plan regulated by the Environment Protection Authority
- The Dam Safety Management Plan regulated by the Department of Primary Industries, Parks, Water and Environment
- The Price and Services Plan
- Internal asset class plans.

Overview

In total, we are proposing capital expenditure of \$1.1 billion (excluding external funding contributions) over the Plan period (\$1.8 billion over the 10 year MoU period). This program, together with our investment to date, will keep us on track to deliver better customer outcomes by improving water

quality, service reliability and environmental outcomes and minimising risks that have the potential to impact the delivery of our services.

The majority of the projected investment over the Plan period is targeting compliance improvements in water quality, dam safety and environmental outcomes. However, it is important to recognise that a portion of this expenditure is also associated with the renewal of assets and growth in our system, with total capital expenditure on a project allocated to its primary cost driver only.

Major projects to be progressed over the period of the Plan include the Bryn Estyn WTP upgrade (\$180.6 million), North-West Water Supply Upgrade (\$125.1 million), Launceston Sewerage Improvement Plan (\$79.1 million), Hobart Sewerage Improvement Plan (\$45.8 million) and Macquarie Point STP Relocation (\$39.3 million).

While our approach to capital investment is highly structured, we have the flexibility to rapidly address unexpected issues that have the potential to significantly impact our services.

We regularly reassess our priorities to realise optimisation opportunities and reposition the focus of our capital program to align with the needs of our operating environment.

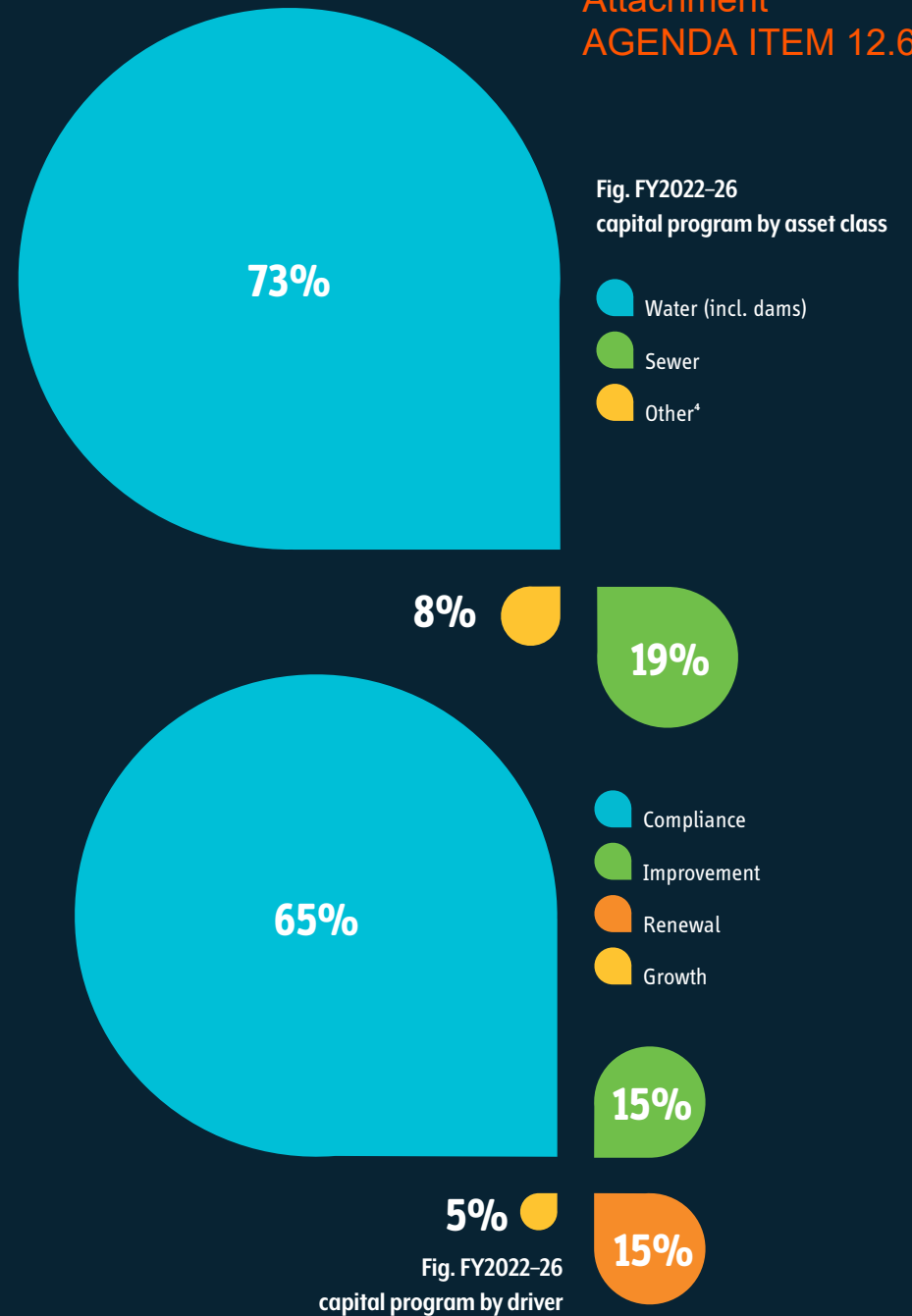
	FY2021-22 FORECAST (\$M)	FY2022-23 FORECAST (\$M)	FY2023-24 FORECAST (\$M)	FY2024-25 FORECAST (\$M)	FY2025-26 FORECAST (\$M)	TOTAL (\$M)
Capital expenditure program	200.5	225.4	222.2	227.9	226.5	1,102.5
Capital expenditure program – including external funding	229.9	285.9	291.1	229.2	230.5	1,266.6

Externally funded capital expenditure projects

To provide value for money, we need to minimise price increases for our customers and deliver water and sewerage services that meet community expectations. From time to time we need to consider projects where, while they provide benefits to Tasmania, we are unable to recover the associated costs from our customers. For these projects, external funding support is sought.

Historically, we have not included projects that are dependent upon external funding in our financial forecasts until a signed grant deed has been executed. This is due to the uncertainty surrounding the scope and timing of these projects, which is not entirely within our control. However, we have elected to include the Macquarie Point STP project (funded by TasWater and the Tasmanian Government) and the Tamar Estuary Health Action Plan project (funding provided by the Australian Government, Tasmanian Government, City of Launceston and TasWater) within the financial projections in the Plan due to the advanced status of the draft grant deeds for these projects. If either of these projects does not proceed, we will consider the budget impacts with a view to issuing a revised Plan.

We will continue seeking further external funding, with the Tasmanian Government's support, from the Australian Government for other important projects, where considered appropriate.



4 'Other' asset class includes business-related capital investment expenditure including information technology, fleet, safety, facilities, electrical, and supervisory control and data acquisition

Appendices

Income statement

	FY2020-21 BUDGET	FY2021-22 FORECAST	FY2022-23 FORECAST	FY2023-24 FORECAST	FY2024-25 FORECAST	FY2025-26 FORECAST
Revenue						
Fixed Charges	255.9	264.7	278.3	291.3	304.0	317.4
Volumetric Charges	71.8	75.0	78.6	82.3	86.2	90.2
Services & Consulting Revenue	7.6	3.8	3.9	4.1	4.3	4.5
Contributed Assets	28.6	29.1	29.4	29.7	30.0	30.3
Other Revenue	6.6	3.5	3.1	3.0	29.3 ⁶	4.8
Total Revenue	370.4	376.1	393.3	410.4	453.8	447.2
Expenses						
Chemicals, Power & Royalties	25.0	24.1	26.5	29.4	32.7	35.0
Materials & Services	38.8	32.8	34.7	36.2	37.8	38.8
Salaries & Related Personnel Expenditure	96.6	103.2	107.2	110.6	113.5	117.3
Administration Costs	58.5	52.3	51.7	50.8	74.5 ⁷	50.6
Total Expenses	219.0	212.4	220.1	227.0	258.5	241.7
Earnings before interest & depreciation	151.4	163.7	173.2	183.4	195.3	205.5
Interest Expense	18.9	16.7	18.2	22.9	25.1	28.0
Depreciation	93.4	91.9	94.0	102.2	106.9	109.6
Net Operating Profit	39.1	55.1	61.0	58.3	63.3	67.9

⁶ Includes \$24.4M grant for operational costs relating to the Macquarie Point STP capital upgrade

⁷ Includes \$24.4M in decommissioning and rehabilitation costs for the Macquarie Point STP

Cash flow statement

	FY2020-21 BUDGET	FY2021-22 FORECAST	FY2022-23 FORECAST	FY2023-24 FORECAST	FY2024-25 FORECAST	FY2025-26 FORECAST
Cash flows from operating activities						
Receipts from Customers	07.9	347.1	359.9	370.7	383.4	394.4
Payments to Suppliers and Employees	(231.1)	(228.6)	(233.6)	(236.0)	(236.3)	(240.7)
Government Grants	3.5	0.5	0.0	0.0	20.0	0.0
Interest Paid	(20.3)	(21.2)	(21.7)	(26.3)	(28.6)	(31.6)
GST Refund from the ATO	26.1	27.5	25.8	28.1	26.2	30.3
Net Cash Flows from Operating Activities	86.1	125.3	130.4	136.5	164.7	152.4
Cash flows from investing activities						
Payments for Property, Plant and Equipment	(176.5)	(229.9)	(285.9)	(291.1)	(229.2)	(230.5)
Government Grants	12.0	17.8	36.9	49.3	0.0	20.0
Equity Contributions	20.0	40.0	50.0	50.0	0.0	0.0
Net Cash Flows from Investing Activities	(144.5)	(172.1)	(199.0)	(191.8)	(229.2)	(210.5)
Cash flows from financing activities						
Proceeds from Borrowings	70.1	72.0	93.8	80.5	89.7	83.3
Dividends Paid	(10.0)	(20.0)	(20.0)	(20.0)	(20.0)	(20.0)
Special Dividends ⁸	–	(4.0)	(4.0)	(4.0)	(4.0)	(4.0)
Repayment of Lease Liabilities	(1.2)	(1.2)	(1.2)	(1.2)	(1.2)	(1.2)
Net Cash Flows from Financing Activities	58.9	46.8	68.6	55.3	64.5	58.1
Net Movement in Cash for the Year	0.5	0.0	0.0	0.0	0.0	0.0
Opening Cash Balance	2.0	2.5	2.5	2.5	2.5	2.5
Closing Cash Balance	2.5	2.5	2.5	2.5	2.5	2.5

⁸ Special dividends are provided for within the Plan so as to return foregone dividends during COVID-19 to owner councils. As with all dividend payments, they are subject to the underlying financial performance and position supporting these payments.

Balance sheet

	FY2020-21 BUDGET	FY2021-22 FORECAST	FY2022-23 FORECAST	FY2023-24 FORECAST	FY2024-25 FORECAST	FY2025-26 FORECAST
Assets						
Cash and Cash Equivalents	2.5	2.5	2.5	2.5	2.5	2.5
Receivables	42.4	44.6	45.2	46.1	49.1	50.1
Inventories	7.8	7.6	6.7	6.7	6.7	6.7
Property, Plant & Equipment	2,210.2	2,377.2	2,598.5	2,817.1	2,944.8	3,096.0
Other	3.3	4.1	3.9	2.7	3.1	3.2
Total Assets	2,266.2	2,436.0	2,656.8	2,875.1	3,006.2	3,158.5
Liabilities						
Borrowings	649.7	721.6	815.4	896.0	985.7	1,069.0
Employee Benefits	31.0	33.0	34.1	35.0	37.6	40.0
Payables	27.9	33.2	35.2	38.4	38.6	39.3
Unearned Income	40.5	57.4	94.3	143.5	141.8	160.0
Other	24.8	27.5	27.5	27.6	28.6	32.3
Total Liabilities	773.9	872.7	1,006.5	1,140.5	1,232.3	1,340.6
Net Assets	1,492.3	1,563.3	1,650.3	1,734.6	1,773.9	1,817.9
Equity						
Retained Earnings	(389.8)	(358.8)	(321.8)	(287.5)	(248.2)	(204.2)
Reserves	294.3	294.3	294.3	294.3	294.3	294.3
Contributed Capital	1,587.8	1,627.8	1,677.8	1,727.8	1,727.8	1,727.8
Total Equity	1,492.3	1,563.3	1,650.3	1,734.6	1,773.9	1,817.9

Owner distributions

	FY2020-21 BUDGET	FY2021-22 FORECAST	FY2022-23 FORECAST	FY2023-24 FORECAST	FY2024-25 FORECAST	FY2025-26 FORECAST
Dividend	(10.0)	(20.0)	(20.0)	(20.0)	(20.0)	(20.0)
Special Dividends ⁹	-	(4.0)	(4.0)	(4.0)	(4.0)	(4.0)
Total Distribution	(10.0)	(24.0)	(24.0)	(24.0)	(24.0)	(24.0)

⁹ Special dividends are provided for within the Plan so as to return foregone dividends during COVID-19 to owner councils. As with all dividend payments, they are subject to the underlying financial performance and position supporting these payments.

Capital projects – Top 25 major capital projects (by value \$Millions)

PROJECT TITLE	SYSTEM TYPE	DRIVER	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	TOTAL
Bryn Estyn Major Upgrade	Water	Compliance	93.7	77.6	8.4	0.7	0.0	180.6
North West Water Supply Upgrade	Water	Compliance	0.6	2.2	25.4	50.3	46.6	125.1
Launceston Sewer Improvement Plan	Sewer	Compliance	0.4	1.0	2.5	11.0	64.1	79.1
Hobart Sewer Improvement Plan	Sewer	Improvement	0.0	2.0	4.8	7.5	31.6	45.8
Macquarie Point STP Relocation	Sewer	Compliance	0.5	4.7	15.4	15.6	3.3	39.3
Pitt Water Sewerage Strategy	Sewer	Compliance	0.0	1.0	1.0	23.0	9.2	34.2
Tamar Estuary River Health Action Plan (TERHAP)	Sewer	Improvement	6.4	12.2	13.9	0.0	0.0	32.5
Pardoe Sewer Improvement Plan	Sewer	Compliance	0.4	1.4	3.1	22.6	1.5	29.0
Ridgeway Upgrade (Ridgeway Dam Safety – Anchor Replacements)	Dams	Compliance	0.5	1.3	12.7	8.6	2.5	25.7
Launceston water supply surety	Water	Growth	0.8	0.5	1.2	6.9	12.5	21.9
Regional Towns Water Supply Program Stage 4 – WPI (Bothwell, Dover, St Marys, Oatlands, Coles Bay)	Water	Compliance	0.0	3.5	12.5	4.4	0.0	20.5
Bridport Water Surety	Water	Growth	0.6	0.8	9.6	6.5	0.2	17.6
Davis St, Smithton Sewer Pump Station Upgrade	Sewer	Compliance	2.3	4.1	7.3	2.0	0.0	15.6
Pet Dam Safety Upgrade	Dams	Compliance	0.4	5.1	5.7	1.7	0.0	12.8
UV Program stage 2 – Campbell Town/Ross, Fingal, Queenstown, South Esk, Swansea, Triabunna, Tullah, West Tamar and Zeehan	Water	Compliance	2.6	7.9	1.2	0.0	0.0	11.6
Lake Mikany Dam Upgrade	Dams	Compliance	6.9	2.5	0.0	0.0	0.0	9.4
Geeveston Outfall	Sewer	Compliance	1.5	5.6	1.5	0.0	0.0	8.6
UV Program – Stage 1 – Phase 1 (Burnie, Distillery, North Esk)	Water	Compliance	7.4	1.2	0.0	0.0	0.0	8.6
Northern Midlands Sewerage Improvement Plan – Longford STP Upgrade	Sewer	Compliance	8.1	0.0	0.0	0.0	0.0	8.1
Tasman Highway, Orford – Trunk main	Water	Growth	1.4	1.5	5.1	0.0	0.0	8.0
Cygnets outfall	Sewer	Compliance	0.5	3.2	3.6	0.0	0.0	7.3
Bicheno STP Recycled Water Scheme Expansion	Sewer	Compliance	0.6	1.3	2.4	2.6	0.0	6.9
Scottsdale STP Optimisation	Sewer	Improvement	0.4	0.5	5.8	0.0	0.0	6.7
Orford Sewage Pump Stations & Network Upgrade	Sewer	Improvement	0.4	2.0	1.2	2.6	0.0	6.2
Smithton Sewer Treatment Plant Upgrade	Sewer	Compliance	0.3	0.3	3.7	1.6	0.0	5.9

Capital projects – external funding contributions (by value \$Millions)¹⁰

PROJECT TITLE	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	TOTAL
Macquarie Point STP Relocation ¹¹	0.0	3.6	23.6	39.6	1.3	4.0	72.1
Tamar Estuary River Health Action Plan (TERHAP)	4.0	25.8	36.9	29.3	0.0	0.0	96.0

Capital programs – Top 10 capital programs (by value \$Millions)

PROGRAM TITLE	SYSTEM TYPE	DRIVER	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	TOTAL
Water Main Renewals	Water	Renewal	3.5	3.4	3.8	3.6	5.5	19.8
Non-network Other - Fleet	Other	Renewal	3.0	3.6	4.0	3.9	3.9	18.4
Non-network IT	Other	Renewal	3.6	3.2	3.2	3.8	3.8	17.5
SCADA Program	Other	Improvement	2.4	2.8	3.4	3.2	5.6	17.4
Electrical Program	Other	Renewal	3.2	1.7	1.7	3.8	3.8	14.2
Metering Program	Water	Renewal	2.6	2.6	2.6	3.1	3.1	14.0
Sewer Treatment Plant Program	Sewer	Renewal	2.5	2.5	2.5	3.0	3.0	13.7
Sewer Main Renewals	Sewer	Renewal	2.8	2.1	2.1	2.6	2.6	12.2
Sewer Pump Station Renewals	Sewer	Renewal	2.0	2.0	2.2	2.3	2.4	10.8
IT Business initiatives	Other	Improvement	2.0	2.0	2.0	2.4	2.4	10.7

Note: The programs identified above contain multiple projects.

¹⁰ Excludes TasWater funding contributions

¹¹ The total amount of funding provided by the Tasmanian Government is \$100 million. The \$72.1 million reflected in this table is the capital component



GPO Box 1393, Hobart, Tasmania 7001
169 Main Road Moonah, Tasmania 7009
13 6992 | enquiries@taswater.com.au

Contents

1. Statement of Support	4
2. Purpose of these procedures	4
3. How the Act works	5
4. Roles and Responsibilities	5
4.1 Members, officers and employees	5
4.2 Principal Officer	6
4.3 Public Interest Disclosure Officer	6
4.4 Investigator	6
4.5 Welfare Manager	7
5. Who can make a disclosure?	7
5.1 Public Officers	7
5.2 Contractors	7
5.3 Members of the Public	7
5.4 Anonymous Persons	7
6. what can a disclosure be made about?	8
6.1 Improper conduct	8
6.2 Corrupt Conduct	8
6.3 Detrimental action	9
7. where to make a disclosure	10
8. How to make a disclosure	11
8.1 Public Interest Disclosure Officers	11
8.2 Written or oral disclosure	11
8.3 Disclosure to the Ombudsman	11
8.4 Disclosure to the Integrity Commission	12
9. Confidentiality	12
10. Assessing the disclosure	13
10.1 What should the recipient of the disclosure do upon receipt of the disclosure?	14
10.2 Is it a protected disclosure?	14
10.3 Mixed content disclosures	15



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

10.4	<i>Risk Assessment</i>	15
10.5	<i>Referral of a protected disclosure to the Integrity Commission</i>	15
10.6	<i>Is the disclosure a public interest disclosure?</i>	16
10.7	<i>Referral of criminal conduct to the Commissioner of Police</i>	17
11.	Protection	17
11.1	<i>When does protection commence?</i>	17
11.2	<i>What protection does the Act provide?</i>	17
12.	Investigations	18
12.1	<i>Introduction</i>	18
12.2	<i>Matters that do not have to be investigated</i>	18
12.3	<i>Appointment of investigator and framing of terms of reference</i>	19
12.4	<i>Investigation plan</i>	19
12.5	<i>Procedural fairness</i>	20
12.6	<i>Conduct of the investigation</i>	21
12.7	<i>Referral of an investigation to the Ombudsman</i>	21
12.8	<i>Provision of information about the investigation</i>	21
13.	Action taken after an investigation	21
13.1	<i>Investigator's final report</i>	21
13.2	<i>Action to be taken</i>	22
14.	Managing the welfare of the discloser	23
14.1	<i>Support for the disclosers</i>	23
14.2	<i>Keeping the discloser informed</i>	23
14.3	<i>Occurrence of detrimental action</i>	23
14.4	<i>Discloser implicated in improper conduct</i>	24
15.	Management of the person against whom a disclosure has been made	24
16.	Approval and review of these procedures	25
	Attachment 1: assessment of disclosure form	26
	Attachment 2: Risk Assessment Template	32
	Attachment 3: Ombudsman Notification Template	36
	attachment 4: FLOWCHARTS	37



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

1. STATEMENT OF SUPPORT

The Southern Midlands Council is committed to the aims and objectives of the *Public Interest Disclosures Act 2002* (the Act), which are primarily:

- To encourage and facilitate disclosures of improper conduct by public officers;
- To protect persons making those disclosures and others from reprisals;
- To provide for the matters disclosed to be properly investigated and dealt with; and
- To provide all parties involved with those disclosures with procedural fairness (referred to as natural justice in the Act).

The Southern Midlands Council recognises the value of internal reporting as one of the main ways in which improper conduct is uncovered. It is aimed at ensuring employees feel safe to report improper conduct and be confident that will be appropriately dealt with. Southern Midlands Council will ensure transparency and accountability in its administrative and management practices, and supports the making of disclosures that reveal the type of conduct to which the Act is directed.

The Southern Midlands Council will take all reasonable steps to protect people who make such a disclosure from any detrimental action in reprisal for making the disclosure, and to protect their welfare. It will also afford natural justice to all parties involved in the investigation of a disclosure.

2. PURPOSE OF THESE PROCEDURES

These procedures set out how:

- Public officers and contractors can make disclosures about improper conduct or reprisal action;
- Disclosures are assessed;
- Public interest disclosures are investigated; and
- Council protects disclosers and affords procedural fairness to those being investigate

These procedures are designed to complement normal communications between Manager/Supervisor and employees. Employees are encouraged to continue to raise appropriate matters at any time with their Manager/Supervisor, and to use existing grievance procedures – Issue Resolution Policy

The procedures have been prepared in accordance with the Ombudsman's Guidelines Two: *Procedures for Public Bodies*. These Guidelines can be accessed on the Ombudsman's website at www.ombudsman.tas.gov.au.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

3. HOW THE ACT WORKS

Briefly, the Act works in this way:

- it gives certain people – *public officers* and *contractors* – the right to make disclosures about *improper conduct* or *detrimental action* to certain integrity agencies, other persons and bodies (Part 2 of the Act, particularly s 6);
- it provides certain statutory protections for protected disclosures, even if the discloser does not reference the Act (Part 3);
- it dictates how the recipient of the disclosure is to deal with it (Parts 4 to 8);
- it treats the Ombudsman as the oversight agency in relation to the operation of the Act, including the default investigator, monitor of investigations by public bodies, and setter of standards under the Act;
- where the disclosure is handled by the Ombudsman or a public body, it requires a determination as to whether the protected disclosure is a *public interest disclosure* (ss 30 and 33).
- subject to exceptions, it requires investigation by the Ombudsman or public body of any protected disclosure (ss 39 and 63);
- it requires such investigation to be conducted as soon as practicable, but if it is being conducted by a public body, not more than six months from the date of the determination that the disclosure is a public interest disclosure (ss 39A and 77A);
- it controls the manner in which a disclosure is investigated, and provides investigative powers; and;
- in the case of an investigation by a public body which results in a finding that the alleged conduct occurred, it requires the public body to take action to prevent that conduct from continuing or recurring, and to take action to remedy any harm or loss which may have arisen (s 75).

A flow chart, which depicts the way in which a public body should deal with a disclosure, is Attachment 4 to this document.

4. ROLES AND RESPONSIBILITIES

Listed below explains the roles and responsibilities under the Act of individuals within the Southern Midlands Council.

4.1 Members, officers and employees

Members, officers and employees (public officers) of Council are encouraged to report known or suspected incidences of improper conduct or detrimental action in accordance with these procedures

All public officers of the Council have an important role to play in supporting those who have made disclosures. They must refrain from any activity that is, or could be perceived to be, victimisation or harassment of a person who makes a disclosure. They should protect and maintain the confidentiality of a person they know or suspect to have made a disclosure.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

4.2 Principal Officer

The Principal Officer has primary responsibility for ensuring that the provisions of the Act are implemented by the Council. Section 62A of the Act provides that the Principal Officer has responsibility for:

- preparing procedures for approval by the Ombudsman;
- receiving public interest disclosures and ensuring they are dealt with in accordance with the Act;
- ensuring the protection of witnesses;
- ensuring the application of procedural fairness in the Council procedures;
- ensuring the promotion of the importance of public interest disclosures and general education about the Act to all staff, and ensuring easy access to information about the Act and the procedures;. and
- providing access to confidential employee assistance programs and appropriately trained internal support staff for those involved in the process.

The Principal Officer may delegate all of these functions and powers to a Public Interest Disclosure Officer.

4.3 Public Interest Disclosure Officer

A Public Interest Disclosure Officer is appointed by the Principal Officer under s 62A(2) of the Act. They hold a delegation from the Principal Officer which enables them to:

- acting as a contact point for general advice about the operations of the Act for any person wishing to make a disclosure about improper conduct or detrimental action;
- making arrangements for a disclosure to be made privately and discreetly and, if necessary, away from the workplace;
- receiving any disclosure from a public officer made orally or in writing;
- recording in writing the details of any disclosure which is made orally;
- impartially assessing the allegation and determining whether it is a disclosure made in accordance with Part 2 of the Act (that is, “a protected disclosure”);
- impartially assessing under s 33 of the act whether a disclosure is a “public interest disclosure”;
- taking all necessary steps to ensure that the identity of the discloser and the identity of the person who is subject of the disclosure are kept confidential; and
- administrative functions to support the role under the Act, as required.

4.4 Investigator

Where is determined that a disclosure is a public interest disclosure, or where the Ombudsman has referred a public interest disclosure to the Council for investigation, the Principal Officer will appoint an investigator to investigate the matter in accordance with the Act. An investigator may be a person from within Council or a consultant engaged for that purpose.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

4.5 Welfare Manager

The Welfare Manager will be appointed by the Principal Officer or by a Public Interest Disclosure Officer, and is responsible for looking after the general welfare of the discloser. The Welfare Manager will:

- examine the immediate welfare and protection needs of a person who has made a disclosure, and develop a support plan for them;
- advise the discloser of the legislative and administrative protections available to them;
- listen and respond to any concerns of harassment, intimidation, victimisation or other detrimental action which may be occurring in reprisal for making the disclosure; and
- so far as is practicable, protect the identity of the discloser in the course of carrying out these responsibilities.

A welfare manager may be a person employed by Council or a consultant engaged for that purpose. They must not be responsible for assessing or investigating the disclosure.

5. WHO CAN MAKE A DISCLOSURE?

5.1 Public Officers

Any current public officer can make a disclosure to the Council under the Act. This includes all employees and councillors of Southern Midlands Council. Council volunteers are not considered public officers, but could make a disclosure to the Ombudsman or Integrity Commission about a public body as a member of the public.

5.2 Contractors

Current or past contractors and sub-contractors can make disclosures about public bodies, not public officers, but they can only make a disclosure to the Ombudsman or the Integrity Commission not to the Council. Public Interest Disclosure officers should refer any contractor wanting to make a disclosure to either of these bodies.

5.3 Members of the Public

Members of the public can make a disclosure about a public body, and may be treated in the same way as a contractor if it is in the public interest to do so, but they can only make the disclosure to the Ombudsman or Integrity Commission. The Ombudsman or Integrity Committee determines whether it is in the public interest to treat the discloser as a contractor, not the discloser. Public interest disclosure officers should refer any members of the public wanting to make a disclosure to either of these bodies.

5.4 Anonymous Persons

An anonymous disclosure may be accepted if the person receiving it is satisfied that the disclosure is being made by a public officer or contractor (see s8 of the Act). If the person is satisfied that an anonymous disclosure is from a contractor it should be referred to the Ombudsman.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

6. WHAT CAN A DISCLOSURE BE MADE ABOUT?

A disclosure can be made about one or more public officers or a public body itself. If a disclosure relates to the Council as a whole or the Principal Officer of the Council, it should be referred to the Ombudsman or Integrity Commission as internal investigation would not be appropriate.

6.1 Improper conduct

Disclosures about public officers need to relate to improper conduct by that officer, in the past, present or future (proposed action). Section 3 of the Act defines improper conduct as:

- a. conduct that constitutes an illegal or unlawful activity; or
- b. corrupt conduct; or
- c. conduct that constitutes maladministration; or
- d. conduct that constitutes professional misconduct; or
- e. conduct that constitutes a waste of public resources; or
- f. conduct that constitutes a danger to public health or safety or to both public health and safety; or
- g. conduct that constitutes a danger to the environment; or
- h. misconduct, including breaches of applicable codes of conduct; or
- i. conduct that constitutes detrimental action against a person who makes a public interest disclosure under this Act –

That is serious or significant as determined in accordance with guidelines issued by the Ombudsman.

Examples of improper conduct include:

- to avoid closure of a town's only industry, and environmental health officer ignores or conceals evidence of illegal dumping of waste;
- a principal officer spends \$15,000 of public money on a staff Christmas party.

6.2 Corrupt Conduct

Corrupt conduct is further defined in s3 of the Act as:

- a. conduct of a person (whether or not a public officer) that adversely affects, or could adversely affect, either directly or indirectly, the honest performance of a public officer's or public body's functions; or
- b. conduct of a public officer that amounts to the performance of any of their functions as a public officer dishonestly or with inappropriate partiality; or
- c. conduct of a public officer, a former public officer or a public body that amounts to a breach of public trust; or
- d. conduct of a public officer, a former public officer or a public body that amounts to the misuse of information or material acquired in the course of the performance of their functions as such (whether for the benefit of that person or body or otherwise); or
- e. a conspiracy or attempt to engage in conduct referred to in paragraph (a), (b), (c) or (d).



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

Examples of corrupt conduct include:

- a public officer takes a bribe in exchange for the discharge of a public duty;
- a public officer favours unmeritorious applications for jobs or permits by friends and relatives; and

6.3 Detrimental action

Detrimental action, or reprisal action, against a discloser can be a form of improper conduct. It is defined in s 3 of the Act, as including:

- a. action causing injury, loss or damage; and
- b. intimidation or harassment; and
- c. discrimination, disadvantage or adverse treatment in relation to a person's employment, career, profession, trade or business, including the taking of disciplinary action; and
- d. threats of detrimental action.

Examples of detrimental action include:

- refusal of a deserved promotion;
- demotion, transfer, isolation in the workplace or changing a person's duties to their disadvantage;
- threats, abuse or other forms of harassment directly or indirectly against the discloser, their family or friends; and
- discrimination against the discloser or their family and associates in application of jobs, permits or tenders.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

7. WHERE TO MAKE A DISCLOSURE

For the protections in the Act to apply, a disclosure needs to be made to the right person or body. The following table sets this out, in accordance with s7 of the Act:

Officer or public body to which the disclosure relates	Where the disclosure may be made
A member, officer or employee of a public body other than the Police Service or a State Service Agency	that public body; or the Integrity Commission; or the Ombudsman
A member, officer or employee of a public body that is a State Service Agency	that State Service Agency; or the Integrity Commission; or the Ombudsman
The principal officer of a public body or State Service Agency	the Ombudsman; or the Integrity Commission
A member of the Police Service, other than the Commissioner of Police	the Commissioner of Police
The Commissioner of Police	the Ombudsman
A member of the Legislative Council	the President of the Legislative Council
A member of the House of Assembly	the Speaker of the House
A councillor, within the meaning of the <i>Local Government Act 1993</i>	the Ombudsman
A person employed under the provisions of the <i>Parliamentary Privilege Act 1898</i>	the Ombudsman; or the Integrity Commission
The Auditor-General	the chairman of the Public Accounts Committee
The Ombudsman	the Joint Standing Committee on Integrity
A person employed in an office of a Minister, Parliamentary Secretary or other Member of Parliament	the Ombudsman
In any other case, including if the disclosure is about a public body as opposed to an individual public officer	the Ombudsman; or the Integrity Commission
A member, officer or employee of the Southern Midlands Council	Southern Midlands Council; or the Integrity Commission; or the Ombudsman
The Principal Officer of Council or Southern Midlands Council	the Ombudsman the Integrity Commission
The relevant minister for Local Government, a member of the House of Assembly	the Speaker of the House
A person employed in an office of a Minister, Parliamentary Secretary, or other Member of Parliament	the Ombudsman



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

8. HOW TO MAKE A DISCLOSURE

Public officers can make a disclosure about other public officer of the Council orally or in writing to the following officers:the:

- General Manager – who is the “Principal Officer” of the public body, within the terms of the Act; and
- a Public Interest Disclosure Officer.

8.1 Public Interest Disclosure Officers

The following staff are public interest disclosure officer and can receive disclosures:

- Deputy General Manager

If someone wants to make a disclosure about the Principal Officer or Southern Midlands Council they should be referred to the Ombudsman or the Integrity Commission.

8.2 Written or oral disclosure

It is preferable that a disclosure be made in writing. It should be addressed to the Council to the attention of the Principal Officer or Public Interest Disclosure Officer. A disclosure can be sent, delivered to PO Box 21, Oatlands, TAS, 7120 or left at 71 High Street Oatlands TAS 7120 or 85 Main Street, Kempton, TAS, 7030.

A public officer can also make an oral disclosure over the phone or in person to a Public Interest Disclosure officer. An oral disclosure should be made in private. If a public officer is concerned about making a disclosure in person in the workplace, they can call or email the Public Interest Disclosure Officer to request a meeting in a location away from the workplace.

It is not a requirement that the person contemplating making a disclosure refers to the Act, or is aware of the Act

8.3 Disclosure to the Ombudsman

A disclosure may also be made directly to the Ombudsman. The contact details for the Ombudsman are:

The Ombudsman
GPO Box 960
HOBART TAS 7001

or at

Level 6, 86 Collins Street
HOBART TAS 7000



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

Website: www.ombudsman.tas.gov.au
Email: ombudsman@ombudsman.tas.gov.au
Phone: 1800 001 170

8.4 Disclosure to the Integrity Commission

A disclosure may also be made directly to the Integrity Commission. The Commission can deal with a protected disclosure about individuals under the *Integrity Commission Act 2009* or refer it to a public body or the Ombudsman. A protected disclosure about a public body would be referred to the Ombudsman. The contact details for the Integrity Commission are:

Integrity Commission
GPO Box 822
HOBART TAS 7001

or at

Level 2
Surrey House
199 Macquarie Street
HOBART TAS 7000

Website: www.integrity.tas.gov.au
Email: contact@integrity.tas.gov.au
Phone: 1300 720 289

9. CONFIDENTIALITY

The Southern Midlands Council will take all reasonable steps to protect the identity of a discloser. Maintaining confidentiality is crucial in ensuring detrimental action is not taken against the discloser in reprisal for making the disclosure.

All reasonable care should also be taken to protect the privacy of witnesses and of the person against whom the disclosure has been made.

Section 23 of the Act requires any person who receives information in the course of or as a result of a protected disclosure or its investigation, not to disclose that information except in certain limited circumstances. Disclosure of information in breach of this section constitutes an offence that is punishable by a maximum fine of 60 penalty units or six months imprisonment, or both.

The circumstances in which a person may disclose information obtained about a protected disclosure include:

- where exercising their functions or the functions of the public body under the Act;
- when making a report or recommendation under the Act;
- when publishing statistics in the annual report of a public body; and
- in proceedings for certain offences in the Act.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

The Act however, prohibits the inclusion of particulars in any report or recommendation that is likely to lead to the identification of the discloser. The Act also prohibits the identification of the person who is the subject of the disclosure in any particulars included in an annual report made in accordance with Part 9 of the Act.

It may be necessary to consider disclosing information where:

- it is essential, having regard to the principles of natural justice, that the identifying information be disclosed to the person who is the subject of the disclosure;
- the investigating body believes that the disclosure of the identifying information is necessary for the matter to be effectively investigated; or
- the identity of the discloser is likely to be guessed from the circumstances of the disclosure and the risks for the discloser are better managed if their identity is known and specific warnings or risk management actions can be taken

In these circumstances, the person who made the disclosure should first be consulted before any action is taken. Consider obtaining permission in writing from the discloser prior to identifying them.

The Council will ensure that all relevant files, whether paper or electronic, are kept securely and can only be accessed by the Principal Officer, Public Interest Disclosure Officer/s, the investigator, and (in relation to welfare matters only) the Welfare Manager.

All printed and electronic material will be kept in files that are clearly marked as confidential, and all materials relevant to an investigation, such as interview recordings, will also be stored securely with the files. Electronic files should have access restricted to the relevant officers.

Care should also be taken to ensure that all relevant phone calls and meetings are conducted in private.

Section 90 exempts documents from release under the *Right to Information Act 2009* to the extent that;

- they contain information regarding a disclosure; or
- information that is likely to lead to the identification of the person who:
 - made the disclosure; or
 - the person who is the subject of the disclosure.

10. ASSESSING THE DISCLOSURE

The Act requires the taking of two distinct steps when assessing a disclosure. It first needs to be determined whether or not it qualifies as a protected disclosure, and thus attracts the protections contained in the Act. In order to do so it must satisfy the following prerequisites:

- has it been made to the correct person or body; and
- if it has been correctly made to the Council
 - has it been made by a public officer (or, if the disclosure is anonymous, is the person receiving it satisfied that it is being made by a public officer);
 - is it about the conduct of a public officer;



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

- does the discloser believe the public officer has, is or is proposing to engage in improper conduct;
- is it about conduct that could objectively fall within the definition of improper conduct; and
- does it concern conduct that occurred on or after 1 January 2001?

The next step is to determine if it is a public interest disclosure. This requires an assessment of the evidence provided by the discloser to determine if it shows or tends to show a public officer has, is or is proposing to engage in improper conduct.

10.1 What should the recipient of the disclosure do upon receipt of the disclosure?

If the disclosure is oral, the recipient should make a file note as soon as possible. The note should record the time the disclosure was made, the circumstances under which it was made and, so far as is possible, the exact words used by the discloser. The recipient should also ask the discloser to consider putting the disclosure in writing as soon as possible.

Unless the recipient is the Principal Officer (or the disclosure is about the Principal Officer), the recipient should immediately inform the Principal Officer of the disclosure, and should provide the Principal Officer with a copy of the disclosure, or record of the disclosure, and of any accompanying documents. If the disclosure is about the Principal Officer, contact the Ombudsman for advice.

10.2 Is it a protected disclosure?

The protections for disclosers, provided in Part 3 of the Act, only apply where the disclosure made is a *protected disclosure* made in accordance with Part 2 of the Act.

The Principal Officer or a Public Interest Disclosure Officer should assess whether a disclosure has been made in accordance with Part 2 as soon as possible after it has been received. The assessment of disclosure form at Attachment 1 should be completed as part of this process. It contains a series of questions going to the essential elements of a protected disclosure, raised at Assessing the disclosure, and what is needed to be established before a disclosure can be a protected disclosure. A separate assessment of disclosure form will usually need to be completed for each disclosure. This means, for example, that if a disclosure is complaining about three different public officers, this constitutes three disclosures, and three assessments should be completed.

If it is determined that it is a protected disclosure, the discloser should be given information about the protections in the Act (such as a copy of Part 3 of the Act). These protections should be explained to the discloser if necessary. The discloser should also be informed of the process which will be followed with respect to the disclosure.

The Principal Officer or a Public Interest Disclosure Officer should also immediately appoint a Welfare Manager to protect the interests of the discloser and ensure that the discloser is advised of the name and contact details of that person. A risk assessment should also be completed.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

10.3 Mixed content disclosures

Many disclosures will also contain personal grievances. When conducting assessments of complaints or grievances the assessor needs to be alert to identifying those aspects that could constitute a protected disclosure.

It is not a requirement that a discloser specify they are making a disclosure, the onus rests on the Council to identify whether or not the Act applies. Consider discussing with the person whether they wish to make a public interest disclosure if it appears their concerns would meet the threshold.

Those matters that can be dealt with under a grievance process and those that are more appropriately dealt with under these procedures should be dealt with separately where possible.

10.4 Risk Assessment

A risk assessment should occur as soon as possible after the disclosure has been assessed as being a protected disclosure under the Act. The risk assessment template at Attachment 2 should be completed by the Principal Officer or Public Interest Disclosure Officer and any appropriate risk mitigation action required by implemented. A single assessment can be made of all relevant risks, or you may prefer to undertake separate assessments of the different risks relating to a particular disclosure, such as the risks to the discloser, the subject of the disclosure, any witnesses, or the Council. The discloser is usually the most able to identify potential reprisal risks, so input should be sought from the discloser and the Welfare Manager in completing the risk assessment. All reasonable steps to reduce risks of reprisal to the discloser should be taken.

10.5 Referral of a protected disclosure to the Integrity Commission

The Council may refer a protected disclosure, as distinct from a public interest disclosure to the Integrity Commission where it considers that the disclosure relates to misconduct as defined in s 4(1) of the *Integrity Commission Act 2009*. Consideration should also be given to:

- whether independent investigation of the subject matter of the disclosure by the Integrity Commission is preferable; and
- the views of the discloser and the Integrity Commission about whether the matter should be referred.

The Council must notify the discloser of the referral under s 29D of the Act within a reasonable time (unless the disclosure was made anonymously).

The Integrity Commission may deal with the disclosure under its legislation, or it may refer the disclosure to the Ombudsman or a public body, as the case may require, for action in accordance with the Act.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

10.6 Is the disclosure a public interest disclosure?

Once a disclosure has been assessed as being a protected disclosure, a further determination must be made as to whether or not it is a public interest disclosure. The Principal Officer or Public Interest Disclosure Officer must make this determination under s 33 of the Act within 45 days of the receipt of the disclosure. Use the Assessment of disclosure form at Attachment 1 to ensure you consider all the necessary requirements.

For a disclosure to be a public interest disclosure, the Principal Officer, or their delegated Public Interest Disclosure Officer, must be satisfied that the disclosure shows or tends to show that the public officer to whom the disclosure relates has:

- engaged, is engaging or proposes to engage in improper conduct in their capacity as a public officer, or
- taken, is taking or proposes to take detrimental action in reprisal for the making of the protected disclosure.

A disclosure must be more than a mere allegation without substantiation to meet this threshold. A disclosure must include an indication of the existence of evidence that, if substantiated, would show or tend to show that the alleged improper conduct occurred.

Where the Principal Officer or Public Interest Disclosure Officer determines that the disclosure amounts to a public interest disclosure, they must –

- advise the Principal Officer (if not the person receiving the disclosure);
- notify the Ombudsman within 14 days of the decision using the notification template at Attachment 3;
- notify the person making the disclosure within 14 days of the decision (unless they are anonymous and uncontactable); and
- proceed to investigate the disclosed matter – under s 34 of the Act.

If the Principal Officer or Public Interest Disclosure Officer determines that the disclosure is not a public interest disclosure, they must –

- advise the Principal Officer (if not the person assessing the disclosure);
- notify the Ombudsman within 14 days of the decision using the notification template at Attachment 3; and
- notify the person making the disclosure within 14 days of the decision (unless they are anonymous and uncontactable) – see s 35.

The Ombudsman must then review this decision under s 35(2).

If, on review of the matter, the Ombudsman decides that the disclosure is not a public interest disclosure, it does not need to be dealt with under the Act. The Principal Officer, or the Public Interest Disclosure Officer in consultation with the Principal Officer, will then decide how the disclosure should be dealt with.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

If the Ombudsman determines on review that the disclosure is a public interest disclosure, it may be referred back to the Council under s42 for investigation under the Act or the Ombudsman will deal with the disclosed matter.

10.7 Referral of criminal conduct to the Commissioner of Police

It is possible that, before or during the investigation of a public interest disclosure, facts are uncovered that indicate the possibility that a criminal offence might have been committed. If this happens, the Council will not commence, or will suspend, the investigation and will consult with the Ombudsman as to the future conduct of the matter. Under s41 of the Act, the Ombudsman has the power to refer a public interest disclosure to the Commissioner of Police for investigation.

If the Ombudsman is satisfied that the disclosed matter should be referred to the Commissioner, the Council should consider whether the disclosure should be referred to the Ombudsman under s 68 of the Act.

Early referral of the matter may avoid interference with the evidentiary trail and so should be done at the first possible opportunity. Referral to the Commissioner through the Ombudsman will also avoid any question of a breach of confidentiality under s 23 of the Act. Once a disclosure is referred to the Commissioner through the Ombudsman, the investigation under the Act ceases. There may still be administrative or operational issues which have been identified during the disclosure process or investigation, however, these should be dealt with under other internal processes of Council. The Principal Officer, or the Public Interest Disclosure Officer acting in consultation with the Principal Officer, will decide how the matter should be dealt with.

11. PROTECTION

11.1 When does protection commence?

Where the Council receives a disclosure which complies with the requirements of Part 2 of the Act, the disclosure immediately attracts the protections set out in Part 3 of the Act. This is so whether or not the disclosure is factually correct (although one of the requirements of Part 2 is that the discloser genuinely believes that the alleged improper conduct or detrimental action in fact occurred).

The protection can also extend to a person who intends to make a disclosure – see s 19 of the Act.

11.2 What protection does the Act provide?

Part 3 of the Act gives various types of protection to a person who makes a protected disclosure. Below is a summary of some elements of that Part 3.

A person who makes a protected disclosure:

- is not subject to any civil or criminal liability, or to any liability arising by way of administrative process, for making the protected disclosure (s 16);
- does not by doing so commit an offence under a provision of any other Act that imposes a duty to maintain confidentiality, or which imposes any other restriction on the disclosure of information (s 17(1)(a)); and



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

- does not by doing so breach an obligation by way of oath, or rule of law or practice, or under an agreement, which requires the discloser to maintain confidentiality or otherwise restricts the disclosure of information (s 17(1)(b)).

If a disclosure is not made to the correct entity, the protections may not apply. For example a discloser will not be protected if otherwise confidential information is disclosed to the media.

Part 3 also contains various provisions which are intended to protect a discloser from detrimental action by way of reprisal for a protected disclosure. These are:

- Section 19, which makes it an offence to take such detrimental actions;
- Section 20, which creates a liability to pay damages for such detrimental action; and
- Section 21, which gives a person who believes that detrimental action has been taken against them the right to apply to the Supreme Court for an order requiring the person who has taken the detrimental action to remedy that action, or for an injunction.

12. INVESTIGATIONS

12.1 Introduction

Any disclosure the Council determines to be a public interest disclosure under s 33 must be investigated under the Act, unless there is a good reason not to do so pursuant to s 64.

The Council must investigate every disclosure referred to it for investigation by the Ombudsman under s 63(b).

The Principal Officer will appoint an investigator to carry out the investigation. The investigator may be a person from within an organisation or a consultant engaged for the purpose.

The objectives of an investigation are to:

- collate information relating to the allegation as quickly as possible, which may involve taking steps to protect or preserve documents, materials and equipment;
- consider the information collected and to draw conclusions objectively and impartially; and
- maintain procedural fairness in the treatment of witnesses and generally to all parties involved in the disclosure.

12.2 Matters that do not have to be investigated

Before starting an investigation the Principal Officer or Public Interest Disclosure Officer must first consider whether the disclosed matter needs to be investigated. Section 64 specifies certain circumstances under which a public body may legitimately decide not to investigate. Use the disclosure assessment template at Attachment 1 to assist in assessing whether any of the grounds in s64 apply.

Any decision not to proceed with an investigation on a ground specified in s 64 must be made by the Principal Officer.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

If it is decided that the disclosed matter is not to be investigated, written notice must be given within 14 days of this decision to both the Ombudsman and (except in the case of an uncontactable anonymous disclosure) the person who made the disclosure. Reasons for the decision must accompany the notice. Use the notification template at Attachment 3 to provide notice to the Ombudsman.

The Ombudsman will review the decision. If the Ombudsman agrees that the disclosure should not be investigated, the matter does not need to be dealt with under the Act. Importantly, the discloser still retains the protections. The Principal Officer, or the Public Interest Disclosure Officer in consultation with the Principal Officer, will decide how the matter should be dealt with.

If the Ombudsman determines that the disclosure should be investigated, they will advise the Principal Officer.

Section 64 may be reconsidered at a later time during the investigation.

12.3 Appointment of investigator and framing of terms of reference

The Principal Officer – not a Public Interest Disclosure Officer - will determine who is to carry out the investigation.

The investigator will be given formal terms of reference, signed by the Principal Officer.

The terms of reference will specify:

- the matters to be investigated;
- the date by which the investigation is to be concluded;
- the requirement for regular reports to be made to the Principal Officer, including details of compliance which any measures identified in the risk assessment; and
- the resources available to the investigator for the purposes of the investigation.

The completion date should be as soon as practicable but, in any event, not more than six months from the date of the determination that the disclosure is a public interest disclosure under s 77A(1). If at any stage before or during the investigation it appears that the investigation cannot be completed within six months, the Council may apply to the Ombudsman for an extension of up to six months.

12.4 Investigation plan

The investigator should prepare an investigation plan for approval by the Principal Officer. The plan should list the issues which are to be investigated and describe the steps which the investigator intends to take in investigating each of those issues. The risk assessment should be considered as part of the investigation planning and appropriate steps taken to reduce identified risks during the investigation.

The plan should be updated as necessary during the course of the investigation.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

12.5 Procedural fairness

The principles of procedural fairness must be carefully observed in the course of the investigation, with respect to all parties involved. These principles are sometimes referred to as natural justice in the Act.

The principles are a set of procedural standards which need to be met in order to satisfy a person's right to a fair hearing. If natural justice is not provided, the investigation findings may be questioned and could be challenged.

The Council will comply with the following requirements in ensuring that procedural fairness is accorded to all parties involved.

No one is to be involved in the investigation:

- who is known to be biased against any person who is potentially subject to an adverse finding;
- who is known to hold any biases which are relevant to the subject-matter of the investigation; or
- against whom there are reasonable ground for apprehending or suspecting bias.¹

If the investigator is aware of any reason why they may be susceptible to an allegation of bias on the basis of these principles, they should immediately inform the Principal Officer. It is best to err on the side of caution and to consider an external investigator if there might be a perception of bias over the investigation.

Any person who is potentially subject to an adverse finding or comment must be told of:

- the allegations made against them, or which have arisen against them as a result of the investigation;
- all of the information which is adverse to their interests and which is, on an objective basis, credible, relevant and significant to the investigation; and
- the proposed adverse findings, and their possible consequences.

This must be done before any final conclusions are formed by the investigator. The person subject to the potential adverse findings must be given a reasonable time to respond.

Despite the above, there is no requirement to inform the person who is subject to the disclosure as soon as it is received, or as soon as the investigation has commenced.

The final investigation report should be drafted in a way that demonstrates that procedural fairness has been afforded. For instance, it should record and deal with all submissions and evidence which a person has put in their defence.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

12.6 Conduct of the investigation

The Integrity Commission's Guide to Managing Misconduct in the Tasmanian Public Sector is a useful guide on the conduct of a public interest disclosure investigation.

The investigator should make contemporaneous notes of all discussions and phone calls, and audio recordings of significant interviews with witnesses should be made where possible.

All information gathered in the course of the investigation must be securely stored.

Interviews should be conducted in private, and the investigator should take all reasonable steps to protect the identity of the discloser. The name of the discloser or any particulars which might identify that person must not be revealed unless necessary, and then only with the discloser's knowledge.

12.7 Referral of an investigation to the Ombudsman

Under s 68 of the Act, a public body may refer the investigation of a public interest disclosure to the Ombudsman where the public body considers that its own investigation is being obstructed or that it is otherwise not within the capacity of the public body to complete the investigation. An investigation can also be referred to the Ombudsman if evidence of possible criminal conduct is found, to enable the Ombudsman to refer the matter to Tasmania Police for investigation (see Referral of criminal conduct to the Commissioner of Police above for more detail).

Any decision as to whether the investigation should be referred to the Ombudsman will be made by the Principal Officer.

12.8 Provision of information about the investigation

The Principal Officer or the Public Interest Disclosure Officer must ensure that the discloser is kept regularly informed concerning the handling of their protected disclosure and any investigation.

Section 74 of the Act requires a public body, at the request of the Ombudsman or the person who made the disclosure, to give the Ombudsman or that person reasonable information about the investigation. The information must be given within 28 days of the request.

As provided in s 74(3), however, such information does not have to be given to the discloser if:

- it has already been given to the person; or
- the giving of the information would endanger the safety of another or may prejudice the conduct of the investigation.

13. ACTION TAKEN AFTER AN INVESTIGATION

13.1 Investigator's final report

At the conclusion of the investigation, the investigator must submit a written report of their findings to the Principal Officer. The report should contain:



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

- the allegation/s;
- a description of the manner in which the investigation was conducted, with sufficient detail to demonstrate that natural justice was observed;
- an account of all relevant information received;
- details of the evidence and submissions supplied by any person against whom an adverse finding is made, and the evaluation of that material by the investigator; and
- the findings made and conclusions reached, and the basis for them.

Note in particular that the report should not include any comment adverse to any person unless that person has been given an opportunity to be heard on the matter and their defence is fairly set out in the report. A public body must take action, under s 75 of the Act, to redress any improper conduct found and try to prevent its recurrence. Accordingly, if the investigator has found that the alleged improper conduct has occurred, the investigator may wish to include recommendations as to:

- any steps that need to be taken by the Council to prevent the conduct from continuing or occurring in the future; and
- any action that should be taken by the Council to remedy any harm or loss arising from that conduct.

The steps to be taken may include bringing disciplinary proceedings against the person responsible for the conduct, and referring the matter to an appropriate authority for further consideration. For example, if the investigation has revealed conduct that may constitute a unreported criminal offence, consideration should be given to whether the matter should be referred to Tasmania Police.

The internal investigation report must be accompanied by:

- the transcript or other record of any oral evidence taken, including audio or video recordings; and
- all documents, statements or other exhibits received by the investigator and accepted as evidence during the course of the investigation.

13.2 Action to be taken

If the investigation makes a finding that a public officer has engaged, is engaging or proposes to engage in improper conduct, the Council must in accordance with s75 take all reasonable steps to prevent the conduct from continuing or occurring in the future and may take action to remedy any loss or harm arising from the conduct. The Principal Officer should take into consideration any recommendations in the investigator's report, but can take different or broader actions if appropriate.

The Principal Officer will provide a written report to the Minister for Local Government or the Southern Midlands Council where disclosure relates to employee of a Council and the Ombudsman, setting out the findings of the investigation and any remedial steps taken. The report must not disclose particulars likely to lead to the identification of the discloser. The Ombudsman will also be provided within the full internal investigation report and accompanying evidence. See the notification template at Attachment 3.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

As required by s 77 of the Act, the Principal Officer will also inform the discloser of the findings of the investigation, and of any steps taken under s 75 as a result of those findings having been made.

Where the investigation concludes that the disclosed conduct did not occur, the Principal Officer will report that finding to the Ombudsman, in accordance with the notification template at Attachment 3, and to the discloser.

14. MANAGING THE WELFARE OF THE DISCLOSER

14.1 Support for the disclosers

The Principal Officer or the Public Interest Disclosure Officer must appoint a Welfare Manager to support all persons who have made a protected disclosure. This must occur within five working days of the protected disclosure being received.

The Welfare Manager must contact the discloser as soon as possible and not more than five working days after being appointed.

A discloser who believe that they are being subjected to detrimental action in reprisal for having made the disclosure should report it to the Principal Officer or a Public Interest Disclosure Officer, as this can be a potential further protected disclosure. If they believe that the reprisal is not being effectively dealt with by Council, they may report the matter to the Ombudsman.

14.2 Keeping the discloser informed

The Principal Officer or the Public Interest Disclosure Officer must ensure that the discloser is kept informed of action taken in relation to their disclosure, and the time frames that apply. The discloser must be informed of the objectives of any investigation that takes place, the findings of the investigation, and the steps taken by the Council to address any improper conduct that has been found to have occurred. The discloser must be given reasons for all decisions made by the Council in relation to a disclosure. All communication with the discloser must be in plain English.

14.3 Occurrence of detrimental action

If a discloser reports an incident of detrimental action allegedly taken in reprisal for the making of the disclosure, the Welfare Manager should:

- record details of the incident;
- advise the discloser of his or her rights under the Act; and
- assist the discloser to advise a Public Interest Officer or the Principal Officer of the detrimental action.

The taking of detrimental action in reprisal for the making of a disclosure can be an offence under the Act as well as grounds for making a further disclosure. Where such detrimental action is reported, the Public Interest Disclosure Officer or the Principal Officer will assess the report as a new disclosure under the Act, and it will be dealt with accordingly.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

14.4 Discloser implicated in improper conduct

Where a person who makes a disclosure is implicated in the improper conduct, the Council will handle the disclosure and protect the discloser from reprisals in accordance with the Act, the Ombudsman's guidelines and these procedures. At the same time the Council acknowledges that the act of disclosing should not shield disclosers from the reasonable consequences flowing from any involvement in improper conduct. Section 18 of the Act specifically provides that a person's liability for their own conduct is not affected by the person's disclosure of that conduct under the Act. In some circumstances, however, an admission may be a mitigating factor when considering disciplinary or other action.

The Principal Officer will make the final decision as to whether disciplinary or other action will be taken against a discloser. Where disciplinary or other action relates to conduct that is the subject of the person's disclosure, the disciplinary or other action will only be taken after the disclosed matter has been appropriately dealt with.

In all cases where disciplinary or other action is being contemplated, the Principal Officer must be satisfied that it has been clearly demonstrated that:

- the intention to proceed with disciplinary action is not because of the making of the disclosure (as opposed to the content of the disclosure or other available information);
- there are good and sufficient grounds that would fully justify action against any non-discloser in the same circumstances; and
- there are good and sufficient grounds that justify exercising any discretion to institute disciplinary or other action.

The Public Interest Disclosure Officer or Principal Officer will thoroughly document the process, including recording the reasons why the disciplinary or other action is being taken, and the reasons why the action is not in retribution for the making of the disclosure. The Public Interest Disclosure Officer or Principal Officer will clearly advise the discloser of the proposed action to be taken, and of any mitigating factors that have been taken into account. They should advise the discloser that they can raise any concerns about the action taken being a potential reprisal with the Ombudsman.

15. MANAGEMENT OF THE PERSON AGAINST WHOM A DISCLOSURE HAS BEEN MADE

The Council recognises that employees against whom disclosures are made must also be supported during the handling and investigation of disclosures. When a person who is the subject of the disclosure is made aware of the allegation or of an investigation, they should be provided with an appropriate contact person to whom to direct queries. Information about employee assistance programs or other supports should also be provided, if appropriate.

The Council will take all reasonable steps to ensure the confidentiality of the person who is the subject of the disclosure during the assessment and investigation process. Where an investigation does not substantiate a disclosure, the fact that the investigation has been carried out, the results of the investigation, and the identity of the person who is the subject of the disclosure will remain confidential.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

The Public Interest Disclosure Officer or Principal Officer will ensure that the person who is the subject of any disclosure investigated by or on behalf of Council is afforded procedural fairness in accordance with these procedures.

Where the allegations in a disclosure have been investigated, and the person who is the subject of the disclosure is aware of the allegations or of the investigation, the Public Interest Disclosure Officer or Principal Officer will formally advise the person who is the subject of the disclosure of the outcome of the investigation.

The Council will give its full support to a person who is the subject of a disclosure where the allegations contained in a disclosure are clearly wrong or unsubstantiated. If the matter has been publicly disclosed, the Principal Officer of the Council will consider any request by that person to issue a statement of support setting out that the allegations were wrong or unsubstantiated.

16. APPROVAL AND REVIEW OF THESE PROCEDURES

These procedures were approved by the Ombudsman under s 60(3) of the Act in November

The procedures will be submitted to the Ombudsman for review at least once in each 3 years to ensure they meet the objectives of the Act and accord with the Guidelines and Standards published by the Ombudsman under s 38(1)(c).

The date by which the procedures must be submitted to the Ombudsman for review is 31 July 2023.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

ATTACHMENT 1: ASSESSMENT OF DISCLOSURE FORM

Public Interest Disclosures Act 2002

File number:

Date of assessment:

Name of assessing officer:

Summary of disclosure:

Include details of how the disclosure was received, the subject of the disclosure and details of the allegations.

An assessment of disclosure form will usually need to be completed for each disclosure. This means, for example, that if a discloser is complaining about three different public officers, this constitutes three disclosures and three assessments may be required.

Part 1: Is the disclosure a protected disclosure?

Question 1: Is the discloser a public officer?

The discloser needs to be a current public officer. See s4(2) and s4(4) of the Act for the definition of a public officer. If the discloser is anonymous, it is enough to be satisfied that the discloser is a public officer.

If the discloser is a contractor, member of the public or no longer a public officer at the time the disclosure is made, refer them to the Ombudsman or Integrity Commission.

Yes No

Please provide details if relevant:

Question 2: Is the disclosure about a public officer?

A disclosure can be made even if the discloser cannot identify the public officer – see s9 of the Act. If a disclosure is about the principal officer or the public body itself, refer the discloser to the Ombudsman or Integrity Commission.

Yes No

Question 3: Has the disclosure been made to the right person or body?

See s7 of the Act and reg 8 of the Public Interest Disclosures Regulations 2013.

Yes No

Please provide details:

Question 4: Does the discloser believe that a public officer has, is or proposes to engage in improper conduct?



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

Yes No

If no, provide details:

Question 5: Does the disclosure relate to improper conduct?

Is the disclosure about conduct that could objectively fall within one of the categories of improper conduct, i.e:

- conduct that constitutes an illegal or unlawful activity; or
- corrupt conduct; or
- conduct that constitutes maladministration; or
- conduct that constitutes professional misconduct; or
- conduct that constitutes a waste of public resources; or
- conduct that constitutes a danger to public health or safety or to both public health and safety; or
- conduct that constitutes a danger to the environment; or
- misconduct, including breaches of applicable codes of conduct; or
- conduct that constitutes detrimental action against a person who makes a public interest disclosure under this Act –

that is serious or significant as determined in accordance with guidelines issued by the Ombudsman?

For example, a discloser may believe that taking a non-confidential work file home is serious or significant improper conduct but it may not objectively fall within that definition.

Yes No

Please provide details:

Question 6: Does the disclosure concern conduct that occurred on or after 1 January 2001?

This is the only time limitation that is relevant when assessing if a disclosure is a protected disclosure. Delays in making a disclosure any time on or after 1 January 2001 can be relevant when deciding whether to investigate a public interest disclosure under s64 of the Act.

Yes No

Assessment of Answers to Part I Questions

If **ALL** the answers to the above are yes, the disclosure is a protected disclosure.

The discloser should be notified as soon as possible, if the disclosure is a protected disclosure and the assessment of whether it is a public interest disclosure has not been undertaken simultaneously.

If **ANY** of the answers to the above are no, the disclosure is not protected and the Act does not apply. Refer the discloser to the appropriate body and/or handle the matter under complaint or grievance policies.

In either case, the discloser should be given reasons in writing. A copy of the assessment should be given to the Principal Officer without delay, where the person who carried out the assessment is not the Principal Officer.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

Part 2: Should the protected disclosure be referred to the Integrity Commission?

Does the disclosure relate to misconduct, as defined in the *Integrity Commission Act 2009*?

Yes No

If yes, should the disclosure be referred to the Integrity Commission under section 29B of the Act?

Yes No

If yes, please provide details

If the disclosure is referred, the assessment process is complete after the discloser is notified of the referral.

Part 3: Is the protected disclosure a public interest disclosure?

Are you satisfied that the protected disclosure shows, or tends to show, that the public officer to whom the disclosure relates –

- a) has engaged, is engaged or proposes to engage in improper conduct in his or her capacity as a public officer; or
- b) has taken, is taking or proposes to take detrimental action in contravention of s 19 of the Act?

A mere allegation without substantiation is not sufficient – the disclosure must contain evidence or point to its existence (name documents, refer to potential witnesses etc) that shows or tends to show that the public officer is, has, or is proposing to engage in improper conduct.

This determination under s33 of the Act must be made within 45 days of the disclosure being received.

Yes No

Provide reasons for your decision and attach evidence if available

Next steps

Notify the discloser and the Ombudsman of the assessment determination. Use the notification template attached to the public interest disclosure procedures when notifying the Ombudsman.

If the answer is no, the assessment is complete and Part 4 does not need to be completed. The Ombudsman will review the determination.

If the answer is yes, the public interest disclosure must be investigated unless a ground exists not to under s64 of the Act.

Part 4 - Is there a ground under s64 not to investigate the public interest disclosure?

Question 1: Is the public interest disclosure trivial, vexatious, misconceived or lacking in substance?

Yes No



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

If yes, provide details. Compelling reasons will be required to justify not investigating on this ground:

Question 2: Has the subject matter of the public interest disclosure already been adequately dealt with by the Ombudsman or a public body, statutory authority, Commonwealth statutory authority, commission, court or tribunal?

Yes No

If yes, please provide details

Question 3: Has the discloser commenced proceedings in a commission, court or tribunal in relation to the same matter, and does that commission, court or tribunal have power to order remedies similar to those available under this Act?

Yes No

If yes, please provide details

Question 4: Did the discloser:

- have knowledge for more than 12 months of the public interest disclosure matter before making the disclosure; and
- fail to give a satisfactory explanation for the delay in making the disclosure?

Yes No

If yes, provide details of this issue being put to the discloser and analysis concerning why any explanation provided was not satisfactory:

Question 5: Does the public interest disclosure relate solely to the personal interests of the discloser?

Yes No

Most disclosures will contain some element of personal interest. This should only be used as a basis to not investigate in clear circumstances.

If yes, please provide details:

Question 6: Is the public interest disclosure based on false or misleading information?

Yes No

If yes, please provide details and consider whether an offence may have been committed under s87 of the Act.



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

Question 7: Has the matter the subject of the public interest disclosure already been determined AND this additional disclosure fails to provide significant or substantial new information?

Yes No

If yes, please provide details

Assessment of Answers to Part 4 Questions

If the answers to **ALL** the questions in Part 4 are no, the disclosure **must** be investigated in accordance with the public interest disclosure procedures. Referral to the Ombudsman can occur if internal investigation is not possible or appropriate.

If the answer is yes to **one or more of the above questions**, will the public interest disclosure be investigated?

Although the public interest disclosure may not need to be investigated if an answer to any of the Part 4 questions is yes, it may still be appropriate to investigate in some circumstances.

Yes No

Provide reasons for your decision:

Notify the discloser and the Ombudsman if it is decided not to investigate. The Ombudsman will review the decision. Use the notification template attached to the public interest disclosure procedures when notifying the Ombudsman.

Summary

Part	Question	Answer
Part 1	Is the disclosure a protected disclosure?	
Part 2	Should the protected disclosure be referred to the Integrity Commission?	
Part 3	Is the protected disclosure a public interest disclosure?	
Part 4	Should the public interest disclosure be investigated?	

Approval

Approved by:
Name of Public Interest Disclosure Officer or Principal Officer:

Date of approval:



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

ATTACHMENT 2: RISK ASSESSMENT TEMPLATE

Public Interest Disclosures Act 2002

File number:

Date of assessment:

Name of assessing officer:

Risk assessed to:

Please select all relevant options

- | | |
|--|--|
| <input type="checkbox"/> Discloser | <input type="checkbox"/> Other employees including potential witnesses |
| <input type="checkbox"/> Your public body | <input type="checkbox"/> Other (e.g. Tasmanian Government, the general public) |
| <input type="checkbox"/> The subject of the disclosure | |

Type of risk / possible harm

Such as:

- Adverse employment action
- Workplace injury
- Physical violence
- Verbal abuse
- Stress
- Untenable work environment
- Withdrawal of cooperation due to fear of reprisal/lack of support
- Reputational damage
- Risk to public safety
- Misuse of public funds
- Disruption to functioning of public body

Please provide details:

Likelihood risk/s will occur

- Unlikely
- Possible
- Likely

Considerations:

- Can confidentiality be maintained?
- Is the discloser (or others) concerned about reprisals?



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

- How many public officers are involved in the alleged improper conduct?
- What is their level of seniority?
- What is the seriousness of the alleged conduct?
- Is there a history of conflict in the workplace?

Please provide your reasons:

Seriousness of consequences if risk/s occurs

- Minor
- Moderate
- Major

Considerations:

- What is the potential impact if the risk occurs?
- Will the impact be limited, with the person able to readily deal with it?
- Will the impact have consequences which will affect the person's work or their personal and home life?
- Will the consequences be short-term, medium-term or long-term?

Please provide your reasons:

Evaluation of level of risk

Risk occurrence	Minor consequence	Moderate consequence	Major consequence
Unlikely	Low	Low	Medium
Possible	Low	Medium	High
Likely	Medium	High	High

Determine your level of risk:



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

Steps needed to mitigate risk

Consult with discloser and other parties as required. Possible strategies include:

- maintaining confidentiality as much as possible
- ensuring all parties are aware of their obligations
- when the identity of the discloser will be known or guessed by the subject of the disclosure and/or associates, proactively identifying the discloser (with their written permission) and advising relevant parties of the consequences of taking reprisal action and that their actions are being monitored
- altering reporting structures
- increasing monitoring of the work environment
- standing down the subject of the disclosure
- temporarily relocating the subject of the disclosure or the discloser to a different location/ role
- independently verifying the work performance of the discloser
- providing access to specialist support services if required
- making a statement to all staff or the media to address concerns

Please provide details:

Action to be taken

Considerations:

- risk rating
- ease or difficulty of mitigating risk
- financial cost of taking action
- consequences of not taking action should risk occur

Please provide details of your risk action plan:

Approval

Approved by:

Date of approval

Public Interest Disclosure Officer or Principal Officer – Type Name

Risk assessment review

Risk assessment to be reviewed on (date) or when (event) occurs.

Name of reviewing officer:

Date of assessment:

Notes on changes to risk since last assessment



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

Review outcome

No change to action plan

Further action required

Please provide details:

*Thank you to the Queensland Ombudsman for the use of some of its
risk assessment materials in this template.*



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

ATTACHMENT 3: OMBUDSMAN NOTIFICATION TEMPLATE.

Public Interest Disclosures Act 2002

Public body name:

Date of disclosure:

Contact person: (include telephone and email contact details)

Date of s 33 determination: (to be made within 45 days of date of disclosure)

Date of notification:

Notification type

Section 34 – Determination that disclosure is a public interest disclosure

Notification to be made within 14 days of decision

Section 35 – Determination that disclosure is not a public interest disclosure

Notification to be made within 14 days of decision

Section 65 – Decision not to investigate public interest disclosure under s 64

Notification to be made within 14 days of decision

Section 76 – Findings of investigation and steps taken under s 75

Investigation to be completed within 6 months unless Ombudsman extension granted

Evidence attached

Copy of original disclosure or record of oral disclosure

Disclosure assessment

Risk assessment/s

Investigation report including:

- the transcript or other record of any oral evidence taken, including audio or video recordings; and
- all documents, statements or other exhibits received by the investigator and accepted as evidence during the course of the investigation.

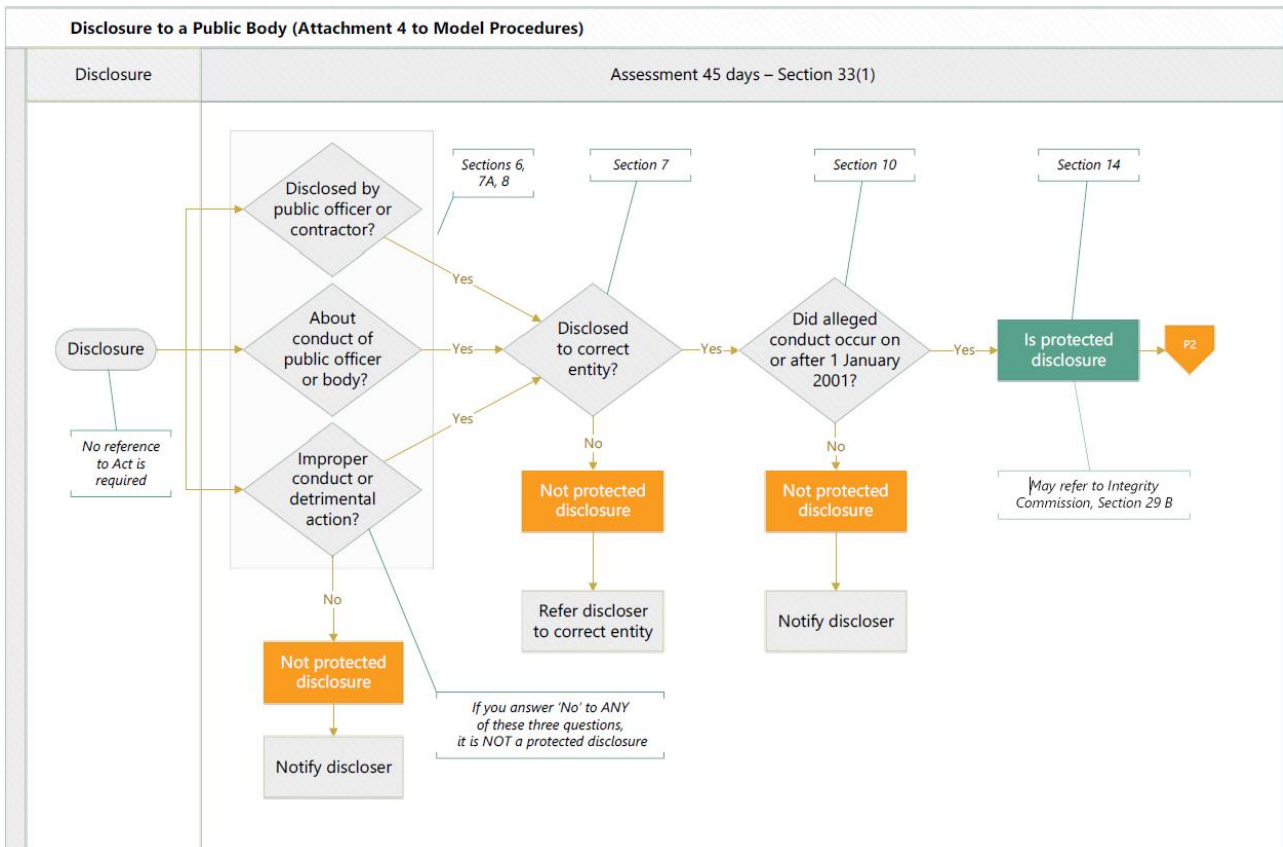
Any other material used to make determination (list):



Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020

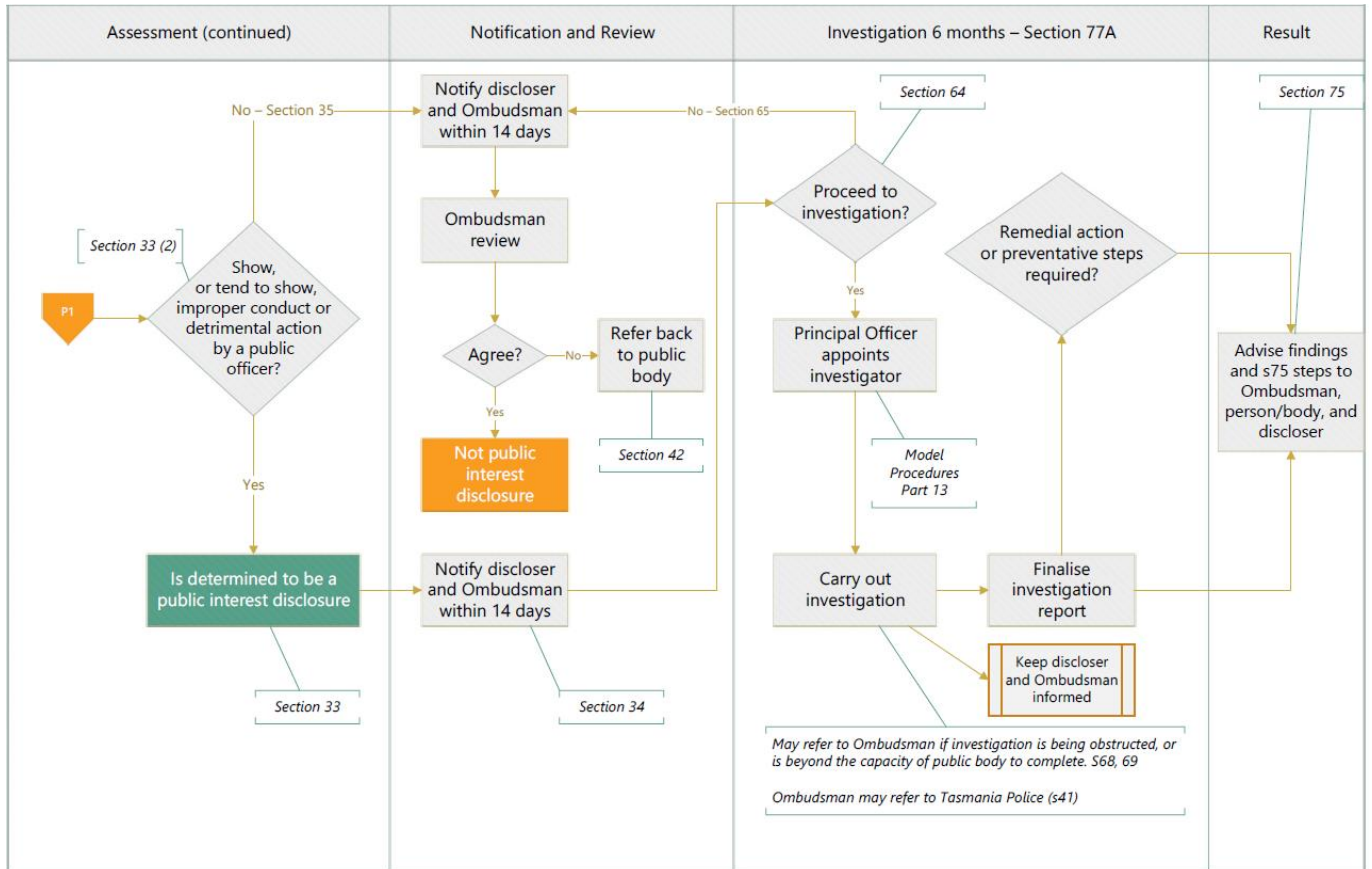
ATTACHMENT 4: FLOWCHARTS





Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020





Council Procedures
PROCEDURES
PUBLIC INTEREST DISCLOSURES ACT 2002

Approved by: Council
Approved date: 31 July 2017
Review date: July 2020
