

SOUTHERN  
MIDLANDS  
COUNCIL



# **MINUTES**

## **ORDINARY COUNCIL MEETING**

---

Wednesday, 22<sup>nd</sup> May 2019  
10.00 a.m.

Municipal Offices  
71 High Street, Oatlands

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# OPEN COUNCIL MINUTES

MINUTES OF AN ORDINARY MEETING OF THE SOUTHERN MIDLANDS COUNCIL HELD ON WEDNESDAY, 22<sup>nd</sup> MAY 2019 AT THE MUNICIPAL OFFICES, 71 HIGH STREET, OATLANDS COMMENCING AT 10:00 A.M

## 1. PRAYERS

Rev Dennis Cousens recited prayers.

## 2. ATTENDANCE

Mayor A O 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), Mr J Lyall (Manager, Infrastructure & Works), Mr D Cundall (Manager, Development and Environment Services), Mr B Williams (Manager, Heritage Projects), Mrs J Tyson (Senior Planning Officer), Mrs W Young (Corporate Compliance Officer) and Miss E Lang (Executive Assistant).

## 3. APOLOGIES

Nil.

## 4. MINUTES

### 4.1 ORDINARY COUNCIL MINUTES

The Minutes (Open Council Minutes) of the previous meeting of Council held on the 30<sup>th</sup> April 2019, as circulated, are submitted for confirmation.

### DECISION

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

**THAT the Minutes (Open Council Minutes) of the previous meeting of Council held on the 30<sup>th</sup> April 2019, as circulated, be confirmed.**

### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A 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:

- Minutes – Woodsdale Community Memorial Hall Management Committee – 23<sup>rd</sup> April 2019.
- Minutes – Lake Dulverton and Callington Park Management Committee – 6<sup>th</sup> May 2019.

### RECOMMENDATION

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

### DECISION

*Moved by Clr D Fish, seconded by Clr K Dudgeon*

**THAT the minutes of the above Special Committees of Council be received.**

### CARRIED

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

### 4.2.2 SPECIAL COMMITTEES OF COUNCIL - ENDORSEMENT OF RECOMMENDATIONS

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

- Minutes – Lake Dulverton and Callington Park Management Committee – 6<sup>th</sup> May 2019.

### RECOMMENDATION

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

### DECISION

*Moved by Clr D Fish, seconded by Clr K Dudgeon*

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

### CARRIED

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

- Southern Tasmanian Councils Authority – Nil.
- Southern Tasmanian Councils Authority (Waste Strategy South) – 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:

- Southern Tasmanian Councils Authority – Nil.

**DECISION NOT REQUIRED**

## 5. NOTIFICATION OF COUNCIL WORKSHOPS

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

One workshop has been held since the last Ordinary Meeting.

The workshop was held on the 15<sup>th</sup> May 2019 at the Council Chambers, Oatlands commencing at 9.30 a.m.

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

Apologies: Clr A E Bisdee OAM

Also in Attendance: T Kirkwood, A Benson, C Pennicott and W Young.

The purpose of the workshop was to:

- a) Review the Long-Term Financial Management Plan (in the context of the Budget);
- b) Give preliminary consideration to rating options, noting the issue of updated Adjustment Factors by the Valuer-General which are to be applied to the Assessed Annual Value(s) effective from 1<sup>st</sup> July 2019; and
- c) Review the Waste Management Program Budget for the 2019/20 financial year.

The Workshop concluded at approximately 12.30 p.m.

### RECOMMENDATION

THAT the information be received.

### DECISION

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

**THAT the information be received.**

### CARRIED

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

## 6. COUNCILLORS – QUESTION TIME

### 6.1 QUESTIONS (ON NOTICE)

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

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

**Clr A Bantick submitted the following question on notice on the 10<sup>th</sup> May 2019:**

**Q1. Oatlands Aquatic Centre** – Can the General Manager please provide Councillors with an update on all of the costs so far (but not including the relocation of the Council Depot and rehabilitation of the site) in the planning of the proposed Aquatic Centre in Oatlands?

#### **General Managers' Comments:**

*The following is a summary of costs incurred to date. These costs extend back to the commencement of the 2016/17 financial year when Council determined to revise the entire concept:*

<b>Financial Year</b>	<b>Amount Expended:</b>	<b>Comments</b>
2016/17	\$ 43,282.64	Reactivation of design team and preliminary concepts.
2017/18	\$ 336,520.76	Includes: <ul style="list-style-type: none"> <li>- internal Labour costs of \$1,643</li> <li>- internal Planning applications costs of \$6,495</li> <li>- costs associated with Planning Appeal process etc. (i.e. amend design concept; heritage assessment; legals etc.)</li> </ul>
2018/19 to date	\$ 221,697.00	All direct costs associated with engagement of the Consultant team to prepared detailed design and tender specifications.
<b>Total Cost</b>	<b>\$ 601,500.40</b>	

*Note: In terms of an allowance for Council officer time committed to this project, the Planning Application fee (as mentioned above) covers the costs associated with planning assessment; report etc.*

*Through discussion with the other Council officers, it would be appropriate to allow a combined total of approximately \$17,235 for the above reporting period.*

**Clr R McDougall submitted the following questions on notice on the 14<sup>th</sup> May 2019:**

**Q1. Lake Dulverton – Stormwater Drains** – Has anything been done in relation to installing filters or waste traps on the stormwater drains that go into Lake Dulverton to prevent plastic waste in particular from polluting the Lake?

**General Managers' Comments:**

*There is one major stormwater outfall into Lake Dulverton which is situated at the end of Church Street. A litter trap is fitted in this location and cleaned as required.*

**Q2. SMC Waste Transfer Station(s) – Disposal of Animal(s)** – What is the procedure for dealing with live animals particularly cats and kittens that people 'dispose' of at SMC Waste Transfer Stations?

**General Managers Comments:**

*It is advised that there is no set operating procedure for managing live animals that are effectively 'dumped' at the Waste Transfer Station. This issue has not been raised in the past, and therefore no consideration has been given to a possible method of dealing with it. Enquiries will be made with the individual site employees to determine the extent of the problem and whether some form of trapping may be necessary.*

**Q3. Oatlands Gaol – 'Interpretation Installation – 'Peppers Ghost'** - What is the situation with the non-operating Peppers Ghost Interpretation Installation at the Oatlands Gaol? Is it now working? If not, what is the issue and when will it be rectified so that it can be turned on and viewed by visitors to the Gaol?

**General Managers Comments:**

*The Pepper's Ghost installation is working and fully operational. The only operational issue is that if the power goes out, it must be manually restarted (the same is the case with the touch-screen installation). Whilst this is checked daily when the gaol is attended, if the power happens to go out of a weekend and/or if the office is unattended, it cannot be reset immediately, therefore will be off. Unfortunately the technology doesn't allow an automatic restart in the event of a power failure. Heritage program staff make every attempt to ensure that it is on as much as possible.*

## 6.2 QUESTIONS WITHOUT NOTICE

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

It states:

**“29. Questions without notice**

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

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

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

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

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

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

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

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

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

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

**Clr A Bisdee OAM** – question regarding the Aquatic Centre tenders and when they will be advertised?

*The Deputy General Manager advised that the tender process would be finalised by December 2019 and presented to Council for decision. Tenders will be advertised in September 2019. There are a number of issues that have unfortunately delayed the process. This includes the need to work through a process of consolidating four (4) Titles.*

**Clr K Dudgeon** – question regarding the Baden Hall and how this is progressing?

*The Deputy General Manager advised that extensive research has been conducted into the Titles associated with this property/building. Council Minutes have been researched from 1897-1910 and there is no reference in relation to the land. All Titles appear to be consistent and there does not seem to be any anomalies. A letter will be circulated to residents of Mt Seymour, Stonor, Baden, Whitefoord and Tunnack to*

*explain the situation and to request copies of any formal documentation that may be held by property owners/residents in these districts that may help shed some light. This is not a Council owned property and Council is simply trying to assist in mediating with the community/property owner.*

**Clr R McDougall** – request for a sign on Inglewood Road stating ‘Waste Transfer Station’ on the sign post.

*The General Manager advised that this will be actioned.*

**Clr R McDougall** – question regarding the boundary fence (J Hansen) between her property and the Community Centre in High Street, Oatlands. What is the status of this project noting that the Hansen property is now for sale.

*The Deputy General Manager advised that a contractor has inspected and provided a quote to erect the fence. The EPA assessment of the depot site then required further excavation and the fence could not be erected until these works were completed. In addition, there are issues with the location of trees between the two properties which need to be discussed between the parties. Council staff will make contact with the property owner as soon as possible to discuss.*

**Clr R McDougall** – question regarding the third Cow in the Lake, what has happened to it?

*The Deputy General Manager advised that the dry conditions and water levels in the lake caused the Cow to fall over. The cow sculpture has been removed and being modified so that it won't occur again.*

**Clr R McDougall** – question regarding the Oatlands polling station on the weekend and whether the Electoral Commission could place a prominent sign on High Street so that people know where to vote.

*Clr K Dudgeon advised that signs were placed on the Town Hall and Community Centre doors advising of the new location for voting at the Primary School. Notification was also provided by Facebook; website and school newsletters etc.*

*Council will write to the Electoral Commission advising of confusion with address details/change of location etc, including the need for additional signage.*

**Deputy Mayor E Batt** – received a request from residents from the lower end of Burnett Street, Kempton for a street light to be installed in this location.

*The General Manager advised that this location would be appropriate for a street light and will notify Aurora.*

**Deputy Mayor E Batt** – requested that sealing of the apron on the western side of the Kempton Fire Station to be included in the budget?

*The General Manager advised this would be included in the budget considerations.*



**Clr A Bisdee OAM** – requested an update regarding the status of the trees at Mahers Point (Lake Dulverton foreshore).

*The General Manager advised that until further advice is received from PWS/Aboriginal Heritage Council, Council are unable to progress any further.*

**Clr A Bisdee OAM** – requested that an update in relation to the proposed Oatlands Aquatic Centre be provided in the next Council newsletter.

*Noted.*

**Deputy Mayor E Batt** – requested an update on the final design specifications for the Oatlands Aquatic Centre (following appeal process).

*Report to be provided to the next Council Meeting for information.*

**Clr A Bisdee OAM** – advice that there appears to be a permanent person staying at the stopover area in Kempton.

*The General Manager advised that Council staff are aware that there is a family who have exceeded the 2 night stopover period. They have been required to leave on prior occasions but have recently returned. Appropriate action to be taken.*

**Clr A Bisdee OAM** – recently visited the Depot to inspect the new building and was approached by a member of the Works team suggesting that a joint meeting between Council and the Works crew be held to discuss upcoming projects.

*It was noted that this is achieved through other internal sessions and would not be appropriate.*

**Clr D Fish** – question regarding the trees at Mahers Point. Should Council be required to participate in any formal investigation, will the Parks & Wildlife Service be required to also participate?

*Advised that it is too premature at this stage to advise further.*

**Mayor A Green** – request for an update on the status of Federal Government commitments of \$1.9M on Southern Midlands projects?

*The General Manager advised that he has corresponded with Senator Martin and sought advice in terms of how these election commitments will be progressed.*

**Mayor A Green** – request for an update on the economic development strategy and the next step forward?

*Next Council Workshop has been scheduled for 5<sup>th</sup> June 2019 to progress discussion of the projects / activities identified and confirm priorities. Alex Heroys (Destination Southern Tasmania) will attend this workshop to address Council. Further work has been done in consolidating items from various strategies/plans to present at this workshop.*

## **PUBLIC QUESTION TIME (10.39 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 were 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 then invited questions from members of the public in attendance.

There were three (3) members of the public in attendance.

### **Jayne Paterson – Oatlands**

Question regarding the tenders for the Aquatic Centre and what is happening? Noted that Hazell Bros carted away more contaminated material a few weeks ago; and when will the COVA report be released?

*The General Manager advised that there has been further delays in going to tender. This will now occur in August/September 2019. Hazell Bros have transported the remaining material from the site and taken to Copping. COVA are now doing final samples and consolidating the report. The report will be released in the short term.*

### **Karen Mathieson - Oatlands**

Risk factor with wet leaves outside the Midlands Memorial Community Centre. Increased risk due to the number of seniors that frequently use this building.

*To be monitored.*

Question regarding the presentation made by the Oatlands District Progress Association at the February 2019 Council meeting and the offer made to provide assistance with marketing / promotion of Oatlands. Has there been any type of action in regard to this, noting that there are still volunteers available to assist?

*The General Manager advised that Council have been working through a broader process relating to Tourism / Economic Development and this will factor in the proposal from the ODP.*

## **Permission to Address Council**

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

- Nil.

## 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.

The General Manager reported that the following item needs to be included on the Agenda. The matter is urgent, and the necessary advice is provided where applicable:-

### 1. FEDERAL ELECTION OUTCOME

#### 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 Deputy Mayor E Batt, seconded by Clr D Fish*

**THAT the Council resolve by absolute majority to deal with the above listed supplementary item 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

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

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

### **10.1 ACKNOWLEDGEMENT OF COUNTRY**

***Clr R McDougall has submitted the following Notice of Motion:***

THAT, at the start of every Council meeting, before prayers, and at any official Council event, Southern Midlands Council offer an Acknowledgement of Country with suggested wording below:

*“We acknowledge the Traditional Custodians of the land on which we work and live, and recognise their continuing connection to land, water and community. We pay respect to Elders past, present and emerging”.*

#### **BACKGROUND (Comments provided by Clr R McDougall)**

The Acknowledgement can be said by anyone who would like to say it who is present at the start of a meeting or event and whilst I have suggested wording above, it can be individualised and personalised by the person doing the Acknowledgement if they wish.

#### **DECISION**

*Moved by Clr R McDougall*

**THAT, at the start of every Council meeting, before prayers, and at any official Council event, Southern Midlands Council offer an Acknowledgement of Country with suggested wording below**

***“We acknowledge the Traditional Custodians of the land on which we work and live, and recognise their continuing connection to land, water and community. We pay respect to Elders past, present and emerging”.***

**MOTION LAPSED DUE TO LACK OF SECONDER**

## 10.2 RECONCILIATION ACTION PLAN

### ***Clr R McDougall has submitted the following Notice of Motion:***

THAT the Southern Midlands Council, in consultation with *Reconciliation Tasmania*, develop a Reconciliation Action Plan.

### **BACKGROUND (Comments provided by Clr R McDougall)**

Nil.

### **General Manager's Comments:**

*No detailed research has been undertaken to determine the extent of resources that may be required to prepare such a Reconciliation Action Plan (RAP).*

*For information, the following is an extract from the Reconciliation Australia's Website. It details the intent and purpose of a RAP:*

*"The Reconciliation Action Plan (RAP) program provides a framework for organisations to support national reconciliation and achieve their own vision for a more just, equitable and productive organisation.*

*A RAP is a strategic document that supports an organisations' business plan with practical plans of action on how an organisation will contribute to reconciliation in the communities in which they operate.*

*The RAP Program contributes to advancing the five dimensions of reconciliation by supporting organisations to develop respectful relationships and create meaningful opportunities with Aboriginal and Torres Strait Islander peoples.*

*There are four types of RAPs that an organisation can develop: Reflect, Innovate, Stretch or Elevate. Each type of RAP is designed to suit an organisation at different stages of its reconciliation journey.*

*A Reflect RAP clearly sets out the steps you should take prepare your organisation for reconciliation initiatives in successive RAPs. Committing to a Reflect RAP allows your organisation to spend time scoping and developing relationships with Aboriginal and Torres Strait Islander stakeholders, deciding on your vision for reconciliation and exploring your sphere of influence, before committing to specific actions or initiatives. This process will help to produce future RAPs that are meaningful, mutually beneficial and sustainable.*

*An Innovate RAP outlines actions that work towards achieving your organisation's unique vision for reconciliation. Commitments within this RAP allow your organisation to be aspirational and innovative in order to help your organisation to gain a deeper understanding of its sphere of influence, and establish the best approach to advance reconciliation. An Innovate RAP focuses on developing and strengthening relationships with Aboriginal and Torres Strait Islander peoples, engaging staff and stakeholders in reconciliation, developing and piloting innovative strategies to empower Aboriginal and Torres Strait Islander peoples.*

*A Stretch RAP is best suited to organisations that have developed strategies, and established a strong approach towards advancing reconciliation internally and within the organisation's sphere of influence. This type of RAP is focused on implementing longer-term strategies, and working towards defined measurable*

*targets and goals. The Stretch RAP requires organisations to embed reconciliation initiatives into business strategies to become 'business as usual'.*

*An Elevate RAP is for organisations that have embedded successful Stretch RAP initiatives within the organisation and are ready to take on a leadership position to advance reconciliation. Elevate RAP organisations are willing to collaborate and commit to supporting their broader sphere of influence and to actively champion initiatives to empower Aboriginal and Torres Strait Islander peoples and create societal change. Elevate RAP organisations also require greater transparency and accountability through external assessment of their activities.”*

*If Council is seeking to prepare a Reconciliation Action Plan, further research can be undertaken in terms of what it may involve and the necessary resources that would need to be allocated to achieve a meaningful outcome.*

#### **DECISION**

*Moved by Cllr R McDougall*

**THAT the Southern Midlands Council, in consultation with *Reconciliation Tasmania*, develop a Reconciliation Action Plan.**

**MOTION LAPSED DUE TO LACK OF SECONDER**

**DECISION**

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

**THAT the meeting be adjourned for morning tea at 11.05 a.m.**

**CARRIED**

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

**DECISION**

*Moved by Clr R McDougall, seconded by Clr D Fish*

**THAT the meeting be reconvened at 11.24 a.m.**

**CARRIED**

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



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

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

### **11.1 DEVELOPMENT APPLICATIONS**

#### **11.1.1 DEVELOPMENT APPLICATION (DA 2019/33) FOR ADDITIONS AND ALTERATIONS AT CAMPANIA DISTRICT SCHOOL, 2-4 UNION STREET, CAMPANIA, OWNED BY DEPARTMENT OF EDUCATION**

*File Ref: T 2803341*

**Author:** SENIOR PLANNING OFFICER (JACQUI TYSON)

**Date:** 16 MAY 2019

**Enclosure(s):**

*Development Application Documents  
TasWater Submission to Planning Authority  
Representation*

### **PROPOSAL**

Application is made by MCA Architects for a Permit under the *Land Use Planning and Approvals Act 1993* ("the Act") to undertake additions and alterations to the Campania District School at 2-4 Union Street, Campania.

The proposal is for addition of a new multipurpose space, kitchen and storeroom attached to the gymnasium of the Campania District School. The works include partial demolition of the existing change rooms to allow for the addition.

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

The land is zoned Community Purpose and is developed with the existing school.

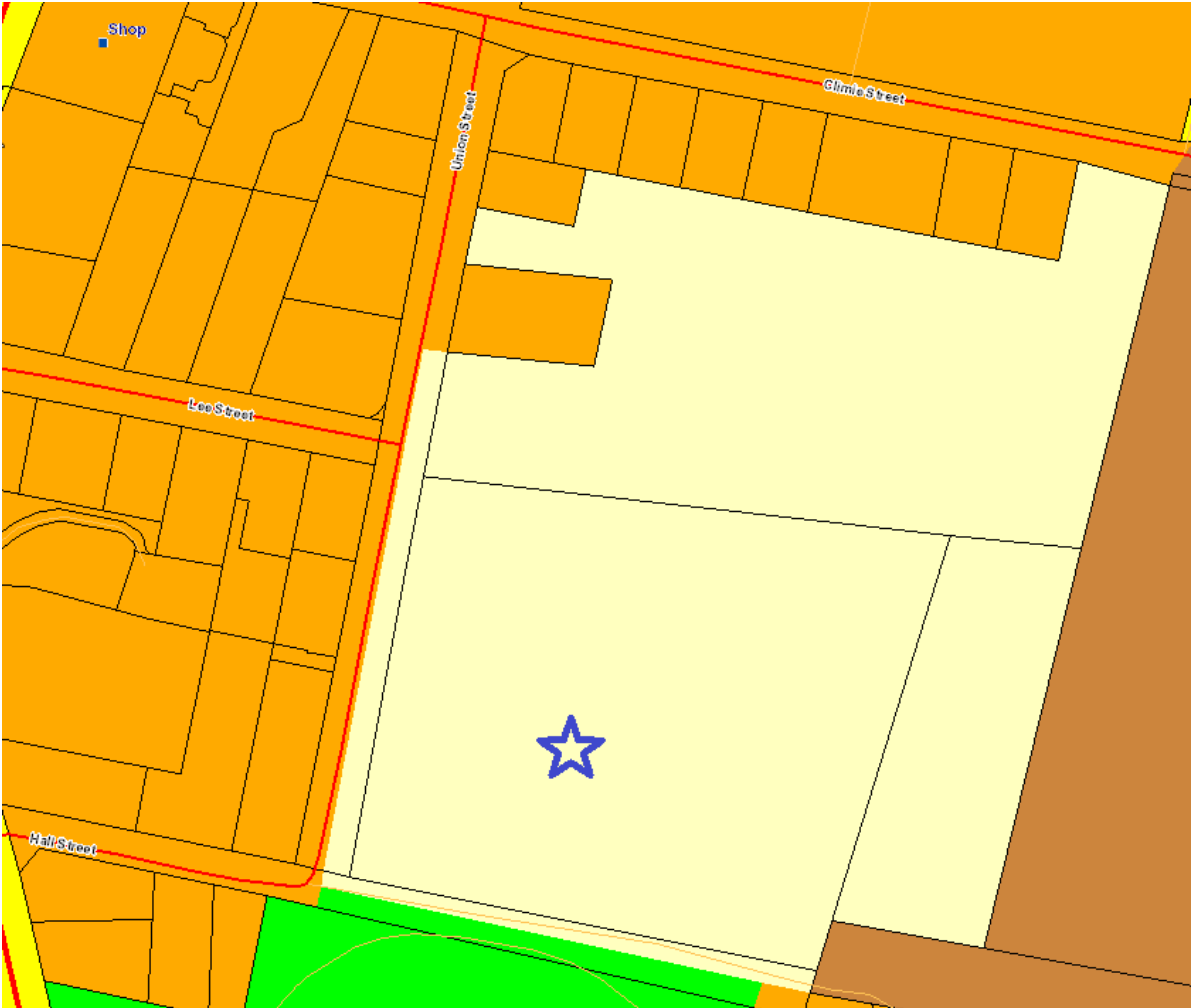
Under the Planning Scheme the proposal is defined as use for "Educational and occasional care". This use class is Permitted in the Community Purpose Zone. In this case the proposal is Discretionary due to the need for assessment against a performance criteria for some development standards.

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

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

**THE SITE**

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



Map 1\_ The subject land is located in the Community Purpose Zone (cream) and is marked with a blue star. Surrounding properties are in the Village Zone (orange), Recreation Zone (green) and Significant Agriculture Zone (brown). Source: LISTmap



Map 2 \_ Aerial image of the subject land and surrounding area. The site of the proposed development is circled in blue.

The Campania School site occupies an area of approximately 4.3ha made up of three titles.

The primary frontage and access to the property is from Union Street. There is a small frontage to Climie Street at the northern edge of the site. The eastern boundary adjoins farm land and the southern boundary (nearest the development area) adjoins an unmade section of Hall Street. This lane is part of the Hall Street road casement, but is not currently a public road maintained by Council beyond the Union Street junction. As such it remains Crown land in control of the State through Crown Land Services. The lane provides access for three private properties and is currently informally used to access the school grounds.

The Campania District School is located at the urban edge of Campania, with properties to the west generally of a residential nature and farm land to the east. The Campania Recreation Ground is nearby to the south.

## THE APPLICATION

The Application has been prepared and submitted by MCA Architects. The Application includes architectural drawings to accompany the Development Application form.

## USE/DEVELOPMENT DEFINITION

The proposed use and development is defined, under the Planning Scheme, as “Educational and occasional care”:

### ***Educational and occasional care***

*Use of land for educational or short-term care purposes. Examples include a childcare centre, day respite facility, employment training centre, kindergarten, primary school, secondary school and tertiary institution.*

Under the Scheme, a Development Application for use or development relating to “Educational and occasional care” has a Permitted status in the Community Purpose Zone.

In this case the proposal requires assessment against Performance Criteria of some Development standards and is therefore a Discretionary development.

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

## PUBLIC NOTIFICATION AND REPRESENTATIONS

The application was advertised on the 12<sup>th</sup> April 2019 for fourteen (14) days. During this period Council received one (1) representation. The issues raised in the representation and response are detailed in the table below.

<b>Representation 1</b>	<b>Council Officer Comment</b>
<p>As part of the development application at 2-4 Union Street Campania we would like to request for a traffic assessment and road upgrade for:</p> <p>a) The corner junction where Union Street adjoins Hall Street</p> <p>b) The full length of Hall Street (entry from Reeve Street, continuing between the school and recreation ground on the un-sealed road, until the end of Hall Street to the junction of the residential properties; number 23, 24 and 25.</p> <p><b>Reasons for this request are below</b></p> <p><b>Corner junction of Union and Hall Street</b></p>	<p><i>The concerns of the representor are noted.</i></p> <p><i>Separate to the consideration of this Development Application, Council is considering taking over and upgrading the unmade section of Hall Street. There are immediate and future budget implications for the upgrade and maintenance of the road.</i></p> <p><i>It is considered that the proposed additions/alterations are not dependent on this occurring and can be approved with no changes to the current road and access arrangements.</i></p> <p><i>It is recommended that advice be included with any permit to clarify that the section of Hall Street adjoining the southern boundary of the school is currently not a public road and should not be used for access to the school until when/if it becomes public road.</i></p>

The corner where Union Street joins onto Hall Street has increasingly become dangerous, particularly in recent years as traffic has grown in the area.

Predominantly during school hours the corner where Union and Hall adjoins is blind for both road and pedestrian traffic. For anyone commuting along the full length of Hall Street and not turning into Union Street, still has to give way to any entering traffic from Union Street travelling south bound as cars, school buses and trucks frequently cut this corner. Also, inside the boundary of 2-4 Union Street and 5 Hall Street, there are some trees/shrubs that also contribute to obstructing the view from Union Street for any traffic using that junction.

### Hall Street



(private owners) have kept the unsealed section of Hall Street maintained at our cost for years without any financial assistance from the school.

- The school currently use Hall street to access the lower school class rooms, storage areas located at this side of the school including the shipping containers that were installed a few years ago
- The school has also recently constructed a new bike track on their property which includes access at the end of Hall Street (signage welcoming public is displayed at this entry). The bike track was created for not only school use, but for the wider community to utilise.
- As a result, it has increased foot, bike and car traffic along the 'un-sealed' part of Hall Street

### New Development - multipurpose area

In evaluating the proposed works for the new Multipurpose Centre, we think the upgrade will be a wonderful asset to the school and wondered if, with the upgrades, that the facility will be available to be leased out to the Community for use?

*In regard to the safety of the Hall Street/Union Street junction, this proposal is for a relatively minor addition and does not include any changes to the access/parking arrangements for the school. As such, it is not necessary for a Traffic Impact Assessment to be completed as a result of this proposal.*

*The applicant has confirmed that the multipurpose centre will be available for public bookings via the school.*

<p>How does accessing this facility/deliveries/construction/parking and access for school traffic play a part with the development? We question that with the current state of the junction and un-sealed part of Hall Street that at times, this will block access to the 3 residential properties this road also services.</p> <p>With the proposed upgrade, we predict an increase in road and pedestrian traffic and with the current state of Hall Street, being narrow and only single lane access we do proposition the upgrades occur as outlined above in order for the application to have our full support.</p>	
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## ASSESSMENT - THE SOUTHERN MIDLANDS INTERIM PLANNING SCHEME

### Community Purpose Zone

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

<b>Development Standard</b> <b>17.4.1 Building Height</b> To ensure that building height contributes positively to the streetscape and does not result in unreasonable impact on residential amenity of land in a residential zone.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p><b>A1</b></p> <p>Building height must be no more than:</p> <p>9 m.</p>	<p><b>P1</b></p> <p>Building height must satisfy all of the following:</p> <p>(a) be consistent with any Desired Future Character Statements provided for the area;</p> <p>(b) be compatible with the scale of nearby buildings;</p> <p>(c) not unreasonably overshadow adjacent public space;</p> <p>(d) provide for a transition in height between adjoining buildings;</p>	<p><i>The maximum height of the proposed addition is 6.2m, easily complying with the Acceptable Solution.</i></p>
<p><b>A2</b></p> <p>Building height within 10 m of a residential zone must be no more than 8.5 m.</p>	<p><b>P2</b></p> <p>Building height within 10 m of a residential zone must be compatible with the building height of existing buildings on adjoining lots in the residential zone.</p>	<p><i>The development is not located within 10m of a residential zone.</i></p>

<b>Development Standard</b> <b>17.4.2 Setback</b> To ensure that building setback contributes positively to the streetscape and does not result in unreasonable impact on residential amenity of land in a residential zone.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<b>A1</b>  Building setback from frontage must be no less than:  4.5 m.	<b>P1</b>  Building setback from frontage must satisfy all of the following:  (a) be consistent with any Desired Future Character Statements provided for the area;  (b) be compatible with the setback of adjoining buildings, generally maintaining a continuous building line if evident in the streetscape;  (c) enhance the characteristics of the site, adjoining lots and the streetscape;  (d) provide for small variations in building alignment only where appropriate to break up long building facades, provided that no potential concealment or entrapment opportunity is created;  (e) provide for large variations in building alignment only where appropriate to provide for a forecourt for space for public use, such as outdoor dining or landscaping, provided the that no potential concealment or entrapment opportunity is created and the forecourt is afforded very good passive surveillance.	<i>The proposed works are approximately 60m from the frontage to Union Street, easily complying with the Acceptable Solution.</i>
<b>A2</b>  Building setback from a residential zone must be no less than:  (a) 3 m;	<b>P2</b>  Building setback from a residential zone must be sufficient to prevent unreasonable adverse	<i>The southern boundary of the site nearest the proposed development is adjacent to the Recreation Zone and not a residential zone.</i>



<p>(b) half the height of the wall,  whichever is the greater.</p>	<p>impacts on residential amenity by:</p> <p>(a) overshadowing and reduction of sunlight to habitable rooms and private open space on adjoining lots to less than 3 hours between 9.00 am and 5.00 pm on June 21 or further decrease sunlight hours if already less than 3 hours;</p> <p>(b) overlooking and loss of privacy;</p> <p>(c) visual impact when viewed from adjoining lots,  taking into account aspect and slope.</p>	<p><i>In any case, the proposed addition will be setback over 5m from the side boundary.</i></p>
<p><b>A3</b></p> <p>Building setback for buildings for sensitive use must comply with all of the following:</p> <p>(a) be sufficient to provide a separation distance from land zoned Rural Resource no less than 100 m;</p> <p>(b) be sufficient to provide a separation distance from land zoned Significant Agriculture no less than 200 m.</p>	<p><b>P3</b></p> <p>Building setback for buildings for sensitive use must be sufficient to prevent potential for land use conflict that would fetter resource development use of adjoining land.</p>	<p><i>A school is considered to be a sensitive use in accordance with the definitions of the planning scheme.</i></p> <p><i>The adjoining land at the rear/eastern boundary of the school is zoned Significant Agriculture and the proposed development is sited less than 100m from this boundary.</i></p> <p><i>The existing gymnasium and sports courts provide separation between the proposed development and the adjoining farm land. As such, the proposal will not cause any additional fettering of the adjoining land than may already exist.</i></p>

**Development Standard  
17.4.3 Design**

To ensure that building design contributes positively to the streetscape, the amenity and safety of the public and adjoining land in a residential zone.

<b>Acceptable Solutions</b>	<b>Performance Criteria</b>	<b>OFFICER COMMENT</b>
<p><b>A1</b></p> <p>Building design must comply with all of the following:</p> <p>(a) provide the main pedestrian entrance to the building so that it is clearly</p>	<p><b>P1</b></p> <p>Building design must enhance the streetscape by satisfying all of the following:</p> <p>(a)</p>	<p><i>The proposal is assessed against the Performance Criteria.</i></p> <p><i>The proposed addition is located on the western side of the gymnasium building and is sited around 60m from the frontage to Union Street.</i></p>



<p>visible from the road or publicly accessible areas on the site;</p> <p>(b) for new building or alterations to an existing facade provide windows and door openings at ground floor level in the front façade no less than 40% of the surface area of the ground floor level facade;</p> <p>(c) for new building or alterations to an existing facade ensure any single expanse of blank wall in the ground level front façade and facades facing other public spaces is not greater than 50% of the length of the facade;</p> <p>(d) screen mechanical plant and miscellaneous equipment such as heat pumps, air conditioning units, switchboards, hot water units or similar from view from the street and other public spaces;</p> <p>(e) incorporate roof-top service infrastructure, including service plants and lift structures, within the design of the roof;</p> <p>(f) provide awnings over the public footpath if existing on the site or on adjoining lots;</p> <p>(g) not include security shutters over windows or doors with a frontage to a street or public place.</p>	<p>provide the main access to the building in a way that addresses the street or other public space boundary;</p> <p>(b) provide windows in the front façade in a way that enhances the streetscape and provides for passive surveillance of public spaces;</p> <p>(c) treat large expanses of blank wall in the front façade and facing other public space boundaries with architectural detail or public art so as to contribute positively to the streetscape and public space;</p> <p>(d) ensure the visual impact of mechanical plant and miscellaneous equipment, such as heat pumps, air conditioning units, switchboards, hot water units or similar, is insignificant when viewed from the street;</p> <p>(e) ensure roof-top service infrastructure, including service plants and lift structures, is screened so as to have insignificant visual impact;</p> <p>(f) not provide awnings over the public footpath only if there is no benefit to the streetscape or pedestrian amenity or if not possible due to physical constraints;</p> <p>(g) only provide shutters where essential for the security of the premises and other alternatives for ensuring security are not feasible;</p>	<p><i>The addition will largely be screened from the road by existing buildings and gardens.</i></p> <p><i>Entry to the new space will be from within the existing gymnasium or a courtyard area.</i></p> <p><i>The design of the building is considered to be appropriate for the intended use and location.</i></p>
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	(h) be consistent with any Desired Future Character Statements provided for the area.	
<b>A2</b> Walls of a building facing a residential zone must be coloured using colours with a light reflectance value not greater than 40 percent.	<b>P2</b> No Performance Criteria.	<i>The proposed addition does not face a residential zone.</i>

### Parking and Access Code

This Code applies to all use and development.

Campania District School has an existing car park accessed from Union Street. In this case the proposed use is not expected to generate any additional parking demand beyond the existing school and there is sufficient provision made on the site for parking and associated access.

### CONCLUSION

The report has assessed a Development Application for a additions and alterations for a new multipurpose space and storeroom at Campana District School, 2-4 Union Street, Campana.

One (1) representation was made to Council raising concerns regarding roads and traffic in the area, as considered in the assessment above.

The proposal has been found to comply with all the relevant standards of the Community Purpose Zone and the applicable Code.

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

### RECOMMENDATION

THAT, in accordance with the provisions of the *Southern Midlands Interim Planning Scheme 2015* and section 57 of the *Land Use Planning & Approvals Act 1993*, Council APPROVE the Development Application (DA 2019/33) for Additions and Alterations at Campana District School, 2-4 Union Street, Campana, owned by Department of Education and that a permit be issued with the following conditions:

### CONDITIONS

#### *General*

- 1) The use or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.

- 2) This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this permit unless, as the applicant and the only person with a right of appeal, you notify Council in writing that you propose to commence the use or development before this date, in accordance with Section 53 of the Land Use Planning and Approvals Act 1993.

*Hours of Operation*

- 3) Use of the multipurpose space must only occur between the following hours unless otherwise approved by Council's Manager of Development and Environmental Services:

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

*External finishes*

- 4) All external metal building surfaces must be clad in non-reflective pre-coated metal sheeting or painted to the satisfaction of the Council's Manager of Development and Environmental Services.

*Services*

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

*Stormwater*

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

*TasWater*

- 7) Pursuant to the Water and Sewerage Industry Act 2008 (TAS) Section 56P (2) (b) TasWater impose conditions on the permit as per Form PL05P (attached).

*Construction Amenity*

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

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

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

- Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.
- The transportation of materials, goods and commodities to and from the land.
- Obstruction of any public footway or highway.
- Appearance of any building, works or materials.

- e. Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Manager of Development and Environmental Services.
- 10) Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the project during the construction period.
- 11) The developer must make good and/or clean any footpath, road surface or other element damaged or soiled by the development to the satisfaction of the Council's Manger of Works and Technical Services.

The following advice applies to this permit:

- A. This Planning Permit does not imply that any other approval required under any other legislation has been granted.
- B. This Planning Permit is in addition to the requirements of the Building Act 2016. Approval in accordance with the Building Act 2016 may be required prior to works commencing.
- C. Please be advised that the unmade section of Hall Street adjoining the southern boundary of the school is not a public road and as such it should not be used for access to the school grounds without first obtaining the necessary permissions from Crown Land Services.

## **DECISION**

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

**THAT, in accordance with the provisions of the *Southern Midlands Interim Planning Scheme 2015* and section 57 of the *Land Use Planning & Approvals Act 1993*, Council APPROVE the Development Application (DA 2019/33) for Additions and Alterations at Campania District School, 2-4 Union Street, Campania, owned by Department of Education and that a permit be issued with the following conditions:**

## **CONDITIONS**

### ***General***

- 1) **The use or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.**
- 2) **This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this permit unless, as the applicant and the only person with a right of appeal, you notify Council in writing that you propose to commence the use or development before this date, in accordance with Section 53 of the Land Use Planning and Approvals Act 1993.**

### ***Hours of Operation***

- 3) **Use of the multipurpose space must only occur between the following hours unless otherwise approved by Council's Manager of Development and Environmental Services:**

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

***External finishes***

- 4) All external metal building surfaces must be clad in non-reflective pre-coated metal sheeting or painted to the satisfaction of the Council's Manager of Development and Environmental Services.

***Services***

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

***Stormwater***

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

***TasWater***

- 7) Pursuant to the Water and Sewerage Industry Act 2008 (TAS) Section 56P (2) (b) TasWater impose conditions on the permit as per Form PL05P (attached).

***Construction Amenity***

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

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

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

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

**The following advice applies to this permit:**

- A. This Planning Permit does not imply that any other approval required under any other legislation has been granted.**
- B. This Planning Permit is in addition to the requirements of the Building Act 2016. Approval in accordance with the Building Act 2016 may be required prior to works commencing.**
- C. Please be advised that the unmade section of Hall Street adjoining the southern boundary of the school is not a public road and as such it should not be used for access to the school grounds without first obtaining the necessary permissions from Crown Land Services.**

**CARRIED**

<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

**ENCLOSURE**

Item 11.1.1

Development & Environmental Services  
Email: [mail@southernmidlands.tas.gov.au](mailto:mail@southernmidlands.tas.gov.au)  
Phone: (03) 62593011  
Postal Address: PO Box 21 Catlands Tas 7120



**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** Department of Education

**Postal Address** GPO Box 169 Hobart, TAS 7001  
Phone No: 6165 6321  
Fax No:

**Email address** [stat@education.tas.gov.au](mailto:stat@education.tas.gov.au)

**Applicant Name** (if not owner) Michael Cooper of MCA Architects

**Postal Address** PO Box 1 Battery Point, TAS 7004  
Phone No: 6224 1822  
Fax No:

**Email address:** [admin@mcaarchitects.com.au](mailto:admin@mcaarchitects.com.au)

Description of proposed use and/or development:

**Address of new use and development:** 2-4 Union Street, Campania, TAS 7026

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

**Description of Use** High School

**Development on site** Partial demolition of existing change room facilities.  
Extension of existing building for new Multi-purpose room and store room.

**current use of land and building** High School.  
Current use is storage/Vacant

**Is the property Heritage Listed?** Please tick ✓ answer  
Yes  No

**Signage** Is any signage proposed? Yes  No

Refer Definitions in Clause 8.2 of the Southern Midlands Planning Scheme 2015  
Attach additional information if required.  
E.g. Are there any existing buildings on this title?  
If yes, what is the main building used as?

--	--	--	--

## DEVELOPMENT – Information & Checklist sheet

Use this check list for submitting your application

### Submitting your application ✓

1. All plans and information required per Part 8.1 Application Requirements of the Planning Scheme
2. Copy of the current Certificate of Title, Schedule of Easements and Title Plan (Available from Service Tasmania Offices)
3. Any reports, certificates or written statements to accompany the Application (if applicable) required by the relevant zone or code.
4. Prescribed fees payable to Council

#### Information

If you provide an email address in this form then the Southern Midlands Council ("the Council") will treat the provision of the email address as consent to the Council, pursuant to Section 6 of the Electronic Transactions Act 2000, to using that email address for the purposes of assessing the Application under the Land Use Planning and Approvals Act 1993 ("the Act").

If you provide an email address, the Council will not provide hard copy documentation unless specifically requested.

It is your responsibility to provide the Council with the correct email address and to check your email for communications from the Council.

If you do not wish for the Council to use your email address as the method of contact and for the giving of information, please tick ✓ the box

#### Heritage Tasmania

If the Property is listed on the Tasmanian Heritage Register then the Application will be referred to Heritage Tasmania unless an Exemption Certificate has been provided with this Application. (Phone 1300 850 332 (local call cost) or email [enquires@heritage.tas.gov.au](mailto:enquires@heritage.tas.gov.au))

#### TasWater

Depending on the works proposed Council may be required to refer the Application to TasWater for assessment (Phone 136992)

### PRIVACY STATEMENT

The Southern Midlands Council abides by the Personal Information Protection Act 2004 and views the protection of your privacy as an integral part of its commitment towards complete accountability and integrity in all its activities and programs.

Collection of Personal Information: The personal information being collected from you for the purposes of the Personal Information Protection Act, 2004 and will be used solely by Council in accordance with its Privacy Policy. Council is collecting this information from you in order to process your application.

Disclosure of Personal Information: Council will take all necessary measures to prevent unauthorised access to or disclosure of your personal information. External organisations to whom this personal information will be disclosed as required under the Building Act 2000. This information will not be disclosed to any other external agencies unless required or authorised by law.

Correction of Personal Information: If you wish to alter any personal information you have supplied to Council please telephone the Southern Midlands Council on (03) 6259 3011. Please contact the Council's Privacy Officer on (03) 6254 5000 if you have any other enquires concerning Council's privacy procedures.

Address all correspondence to:  
The General Manager, PO Box 21, Oatlands, Tasmania 7120  
Or by Email Address: [mail@southernmidlands.tas.gov.au](mailto:mail@southernmidlands.tas.gov.au) 'in single PDF file format'  
Phone (03) 62593011



Existing hours of operation		Proposed hours of new operation																																
Business Details	<table border="1"> <thead> <tr> <th>Hours</th> <th>am</th> <th>to</th> <th>pm</th> </tr> </thead> <tbody> <tr> <td>Weekdays</td> <td>8.30</td> <td></td> <td>3.30</td> </tr> <tr> <td>Sat</td> <td>N/A</td> <td></td> <td></td> </tr> <tr> <td>Sun</td> <td>N/A</td> <td></td> <td></td> </tr> </tbody> </table>	Hours	am	to	pm	Weekdays	8.30		3.30	Sat	N/A			Sun	N/A			<table border="1"> <thead> <tr> <th>Hours</th> <th>am</th> <th>to</th> <th>pm</th> </tr> </thead> <tbody> <tr> <td>Weekdays</td> <td>8.30</td> <td></td> <td>3.30</td> </tr> <tr> <td>Sat</td> <td>N/A</td> <td></td> <td></td> </tr> <tr> <td>Sun</td> <td>N/A</td> <td></td> <td></td> </tr> </tbody> </table>	Hours	am	to	pm	Weekdays	8.30		3.30	Sat	N/A			Sun	N/A		
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Weekdays	8.30		3.30																															
Sat	N/A																																	
Sun	N/A																																	
Number of existing employees	No change	Number of proposed new employees :	No change																															
Traffic Movements	Number of commercial vehicles servicing the site at present	Approximate number of commercial vehicles servicing the site in the future																																
Number of Car Parking Spaces	How many car spaces are currently provided	How many new car spaces are proposed																																
Is the development to be staged:	Please tick ✓/answer Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>																																	
Is the development to be staged, if yes	Described proposed stages	Described period of proposed stages																																
Proposed Material Types	What are the proposed external wall colours	Dulux – Ticking GR20 Dulux – Tranquil Retreat GR24	What is the proposed roof colour Colorbond – Headland. To match existing.																															
	What is the proposed external wall materials	Timber sheet cladding – paint finish	What is the proposed roof materials Metal																															
	What is the proposed new floor area m <sup>2</sup>	200m <sup>2</sup> additional	What is the estimated value of all the new work proposed \$350,000																															

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

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

Signed Declaration

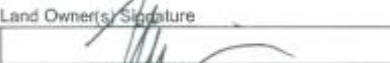
I/we hereby apply for a planning approval to carry out the use or development described in this application and in the accompanying plans and documents, accordingly I declare that:

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

Applicant Signature  


Applicant Name (print)  
MICHAEL R COOPER  
DPO DEP OF EDUCATION

Date  
2/4/19

Land Owner(s) Signature  


Land Owners Name (please print)  
TODD WILLIAMS  
DIRECTOR FACILITY SERVICES  
DEPARTMENT OF EDUCATION

Date  
26 MARCH 2019

Land Owner(s) Signature  
  
Todd Williams  
Director Facility Services

Address all correspondence to:  
The General Manager, PO Box 21, Oatlands, Tasmania 7120  
Or by Email Address: [mail@southernmidlands.tas.gov.au](mailto:mail@southernmidlands.tas.gov.au) \*in single PDF file format\*  
Phone (03) 62593011

PROPOSED ALTERATIONS & ADDITIONS at CAMPANIA DISTRICT SCHOOL for DEPARTMENT OF EDUCATION		MCA JOB # <b>18085</b>
ARCHITECTURAL MARCH 2019		
DWG. No.	DRAWING	ISSUE

18085-A01 DRAWING INDEX & SITE PLAN + NOTES



18085-A02 EXISTING & DEMOLITION PLAN



18085-A03 FLOOR PLAN



18085-A04 ELEVATIONS & SECTION



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RECEIVED  
2/10/2019

NCC 2016 - CLASS 2 to CLASS 9 BUILDINGS (GENERAL NOTES)		PART J1 - ENERGY EFFICIENCY (BUILDING FABRIC)	
<b>GENERAL NOTES</b>	<b>DD.1 - OPERATION OF LATCH</b>	<b>ALL GLAZING SHALL BE DOUBLE GLAZED UNLESS OTHERWISE SPECIFIED.</b>	
<b>DD.2 - FIRE HAZARD PROPERTIES</b>	<b>DD.3 - PORTABLE FIRE EXTINGUISHERS</b>	<b>ALL EXTERIOR WALLS SHALL BE CONCRETE OR BRICK UNLESS OTHERWISE SPECIFIED.</b>	
<b>DD.3 - STAIRWAY CONSTRUCTION</b>	<b>DD.4 - EMERGENCY LIGHTING / EXIT SIGNS</b>	<b>ALL ROOFS SHALL BE CONCRETE OR BRICK UNLESS OTHERWISE SPECIFIED.</b>	
<b>DD.4 - ACCESSIBILITY</b>	<b>DD.5 - WET AREAS</b>	<b>ALL ROOFING SHALL BE AS SPECIFIED IN THE DRAWINGS.</b>	
	<b>DD.6 - GLAZED ASSEMBLIES</b>	<b>ALL ROOFING SHALL BE AS SPECIFIED IN THE DRAWINGS.</b>	
	<b>DD.7 - ARTIFICIAL LIGHTING</b>	<b>ALL ROOFING SHALL BE AS SPECIFIED IN THE DRAWINGS.</b>	
	<b>DD.8 - VENTILATION</b>	<b>ALL ROOFING SHALL BE AS SPECIFIED IN THE DRAWINGS.</b>	

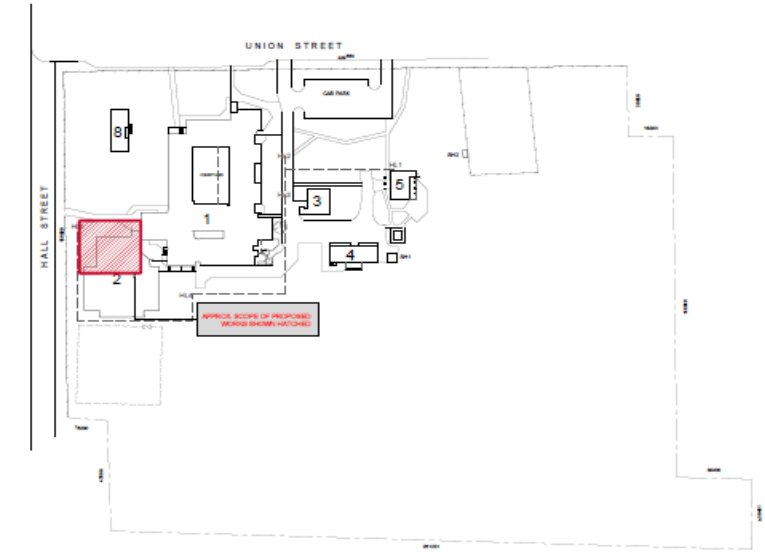
REVISIONS		
No.	Description	Date
1	PLANNING APPROVAL	2019

GENERAL NOTES	
1.	ALL WORK SHALL BE IN ACCORDANCE WITH THE BUILDING CODE OF AUSTRALIA AND THE BUILDING CODE OF AUSTRALIA - PART 3.6.1. UNLESS OTHERWISE SPECIFIED IN THE DRAWINGS.
2.	ALL WORK SHALL BE IN ACCORDANCE WITH THE BUILDING CODE OF AUSTRALIA - PART 3.6.1. UNLESS OTHERWISE SPECIFIED IN THE DRAWINGS.
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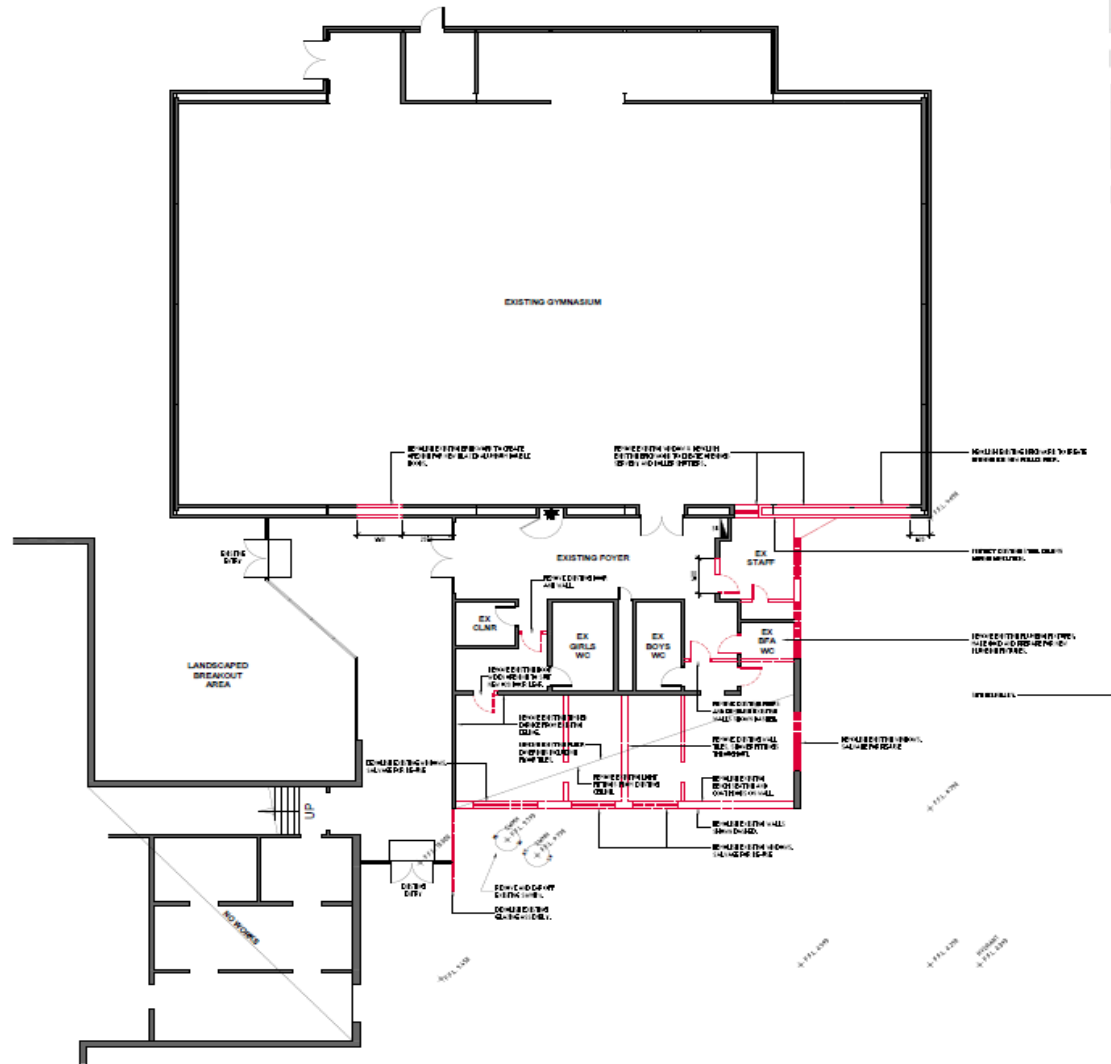
  

SHEET No. 1 of 4	
<p>PLANNING APPROVAL</p>	
<p>MICHAEL R COOPER ARCHITECTS</p>	
<p>PROPOSED ALTERATIONS &amp; ADDITIONS at CAMPANIA DISTRICT SCHOOL for DEPARTMENT OF EDUCATION</p>	
<p>DRAWING TITLE <b>DRAWING INDEX + NOTES</b></p>	
1:100 @ A1	21.01.19
REVISION A	A01
PROJ. NO. 18085	18085



**SITE PLAN**  
SCALE 1:1000

SMD - KEMPTON  
RECEIVED  
2/6/2019



Rev.	Description	By	Date
A	PLANNING APPROVAL	ADD	21.01.19

**GENERAL NOTES**

- CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF WORK.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT BUILDING REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT ELECTRICAL REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT PLUMBING REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT MECHANICAL REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT STRUCTURAL REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT FIRE REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT HEALTH AND SAFETY REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT ENVIRONMENTAL REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT ACCESSIBILITY REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT SUSTAINABILITY REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT QUALITY MANAGEMENT REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT RISK MANAGEMENT REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT DOCUMENTATION REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT COMMUNICATION REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT PROJECT MANAGEMENT REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT CONTRACT REGULATIONS AND ALL APPLICABLE STANDARDS.
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- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT SOCIAL REGULATIONS AND ALL APPLICABLE STANDARDS.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT CULTURAL REGULATIONS AND ALL APPLICABLE STANDARDS.

SHEET No. 2 OF 4

PLANNING APPROVAL

**MICHAEL R COOPER**  
A MEMBER OF THE AUSTRALIAN ARCHITECTS  
CERTIFIED BUILDING PRACTITIONER ARCHITECT  
1981 (1982) - 1982 (1983) - 1983 (1984)  
PO BOX 1 BATTERY POINT TASMANIA 7504  
THE STUDIO 454 DAVEY STREET HOBART  
PH: (03) 6234 1822 MOBILE 0418 124 355  
FAX: (03) 6234 1822 [admin@mrcarchitects.com.au](mailto:admin@mrcarchitects.com.au)

PROJECT TITLE  
PROPOSED ALTERATIONS & ADDITIONS  
to CAMPANA DISTRICT SCHOOL  
for DEPARTMENT OF EDUCATION

SCALE  
PLANNING APPROVAL

DRAWING TITLE  
EXISTING & DEMOLITION PLAN

DATE  
1:00 @ A1  
ADD  
DATE  
21.01.19

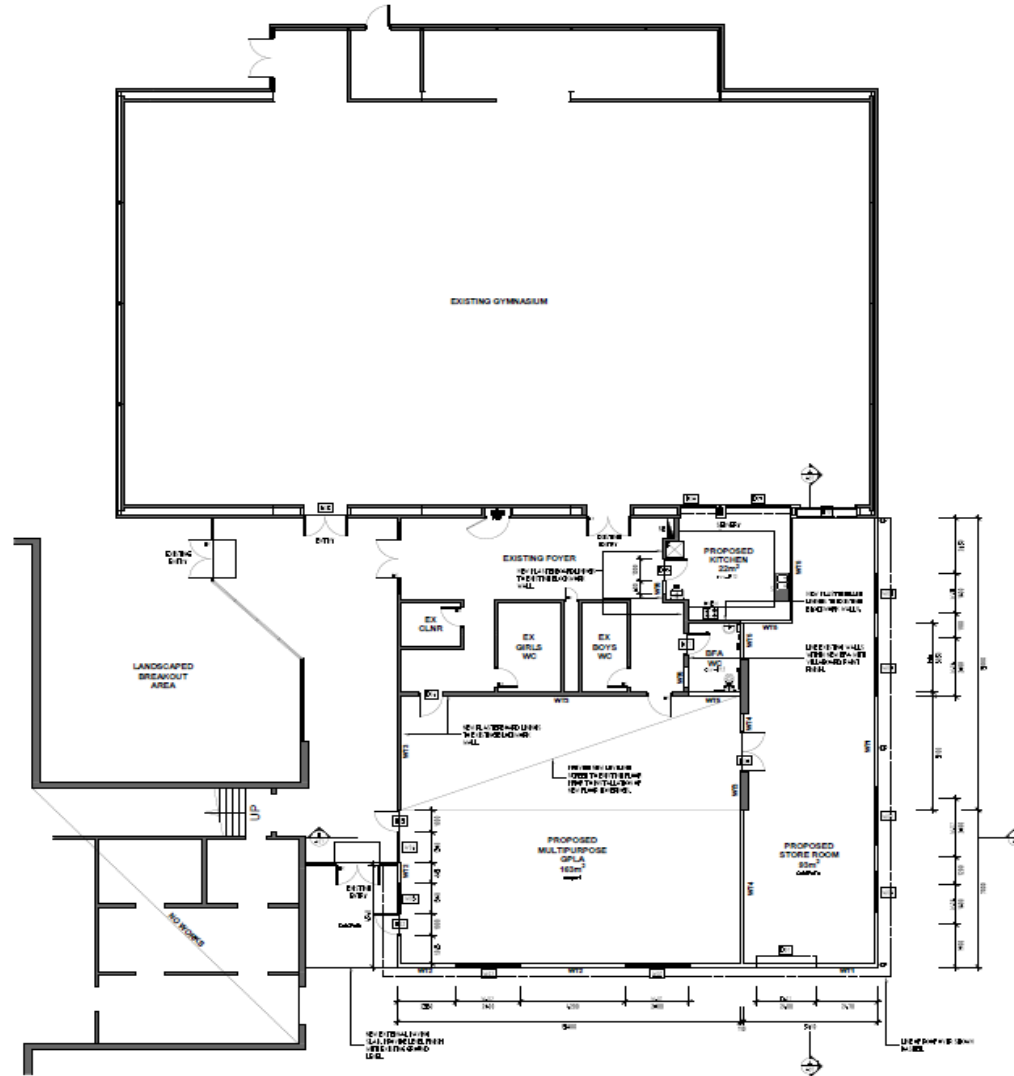
REVISION  
A  
PH  
S01  
PROJECT NO.  
18085  
A02

02. EXISTING & DEMOLITION PLAN

DOOR SCHEDULE (REFER HARDWARE SCHEDULE FOR DETAILS)					
NO.	TYPE	US No.	SWITCH	FINISH	REMARKS
001	TYPE 1001	2000 x 1000	1000001	1000001	1000001
002	TYPE 1001	2000 x 1000	1000001	1000001	1000001
003	TYPE 1001	2000 x 1000	1000001	1000001	1000001
004	TYPE 1001	2000 x 1000	1000001	1000001	1000001
005	TYPE 1001	2000 x 1000	1000001	1000001	1000001
006	TYPE 1001	2000 x 1000	1000001	1000001	1000001
007	TYPE 1001	2000 x 1000	1000001	1000001	1000001
008	TYPE 1001	2000 x 1000	1000001	1000001	1000001
009	TYPE 1001	2000 x 1000	1000001	1000001	1000001
010	TYPE 1001	2000 x 1000	1000001	1000001	1000001

WINDOW SCHEDULE			
NO.	TYPE	US No.	REMARKS
001	TYPE 1001	2000 x 1000	1000001
002	TYPE 1001	2000 x 1000	1000001
003	TYPE 1001	2000 x 1000	1000001
004	TYPE 1001	2000 x 1000	1000001
005	TYPE 1001	2000 x 1000	1000001
006	TYPE 1001	2000 x 1000	1000001
007	TYPE 1001	2000 x 1000	1000001
008	TYPE 1001	2000 x 1000	1000001
009	TYPE 1001	2000 x 1000	1000001
010	TYPE 1001	2000 x 1000	1000001

SMC - KEMPTON  
RECEIVED  
20/04/2019



**SETOUT NOTES**

ALL SETOUTS TO BE TO THE CENTERLINE OF THE WALL UNLESS SPECIFIED OTHERWISE. ALL SETOUTS TO BE TO THE EXTERIOR UNLESS SPECIFIED OTHERWISE. ALL SETOUTS TO BE TO THE EXTERIOR UNLESS SPECIFIED OTHERWISE.

**WALL TYPES**

W1: 100mm BRICK WALL WITH 100mm POLYSTYRENE INSULATION TO BOTH SIDES. FINISH TO BOTH SIDES WITH 100mm PLASTER. WEIGHT 1000kg/m².

W2: 100mm BRICK WALL WITH 100mm POLYSTYRENE INSULATION TO ONE SIDE. FINISH TO BOTH SIDES WITH 100mm PLASTER. WEIGHT 1000kg/m².

W3: 100mm BRICK WALL WITH 100mm POLYSTYRENE INSULATION TO ONE SIDE. FINISH TO ONE SIDE WITH 100mm PLASTER. WEIGHT 1000kg/m².

W4: 100mm BRICK WALL WITH 100mm POLYSTYRENE INSULATION TO ONE SIDE. FINISH TO ONE SIDE WITH 100mm PLASTER. WEIGHT 1000kg/m².

W5: 100mm BRICK WALL WITH 100mm POLYSTYRENE INSULATION TO ONE SIDE. FINISH TO ONE SIDE WITH 100mm PLASTER. WEIGHT 1000kg/m².

W6: 100mm BRICK WALL WITH 100mm POLYSTYRENE INSULATION TO ONE SIDE. FINISH TO ONE SIDE WITH 100mm PLASTER. WEIGHT 1000kg/m².

W7: 100mm BRICK WALL WITH 100mm POLYSTYRENE INSULATION TO ONE SIDE. FINISH TO ONE SIDE WITH 100mm PLASTER. WEIGHT 1000kg/m².

W8: 100mm BRICK WALL WITH 100mm POLYSTYRENE INSULATION TO ONE SIDE. FINISH TO ONE SIDE WITH 100mm PLASTER. WEIGHT 1000kg/m².

**INTERNAL PAINTING SCHEDULE**

PA: 100% WATER-BASED EMULSION PAINT TO ALL INTERIOR WALLS AND CEILING. WEIGHT 1000kg/m².

PB: 100% WATER-BASED EMULSION PAINT TO ALL INTERIOR WALLS AND CEILING. WEIGHT 1000kg/m².

PC: 100% WATER-BASED EMULSION PAINT TO ALL INTERIOR WALLS AND CEILING. WEIGHT 1000kg/m².

PD: 100% WATER-BASED EMULSION PAINT TO ALL INTERIOR WALLS AND CEILING. WEIGHT 1000kg/m².

**FLOOR FINISHES**

F1: 100mm POLISHED CONCRETE SLAB. WEIGHT 1000kg/m².

F2: 100mm POLISHED CONCRETE SLAB. WEIGHT 1000kg/m².

F3: 100mm POLISHED CONCRETE SLAB. WEIGHT 1000kg/m².

F4: 100mm POLISHED CONCRETE SLAB. WEIGHT 1000kg/m².

**FLOOR COVERING NOTES**

ALL FLOOR COVERINGS TO BE TO THE CENTERLINE OF THE WALL UNLESS SPECIFIED OTHERWISE. ALL FLOOR COVERINGS TO BE TO THE CENTERLINE OF THE WALL UNLESS SPECIFIED OTHERWISE.

REVISIONS			
No.	Description	By	Date
01	ISSUED FOR APPROVAL	MR	20/04/19

**GENERAL NOTES**

- ALL WORK TO BE TO THE CENTERLINE OF THE WALL UNLESS SPECIFIED OTHERWISE. ALL WORK TO BE TO THE CENTERLINE OF THE WALL UNLESS SPECIFIED OTHERWISE.
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SHEET No. 3 of 4

PLANNING APPROVAL

**MICHAEL R COOPER**  
ARCHITECTS  
CERTIFIED BUILDING PRACTITIONER ARCHITECT  
PAC 02865 - VIC 1700 - HOBART 4002  
PO BOX 1 BATTERY POINT TASMANIA 7004  
THE STUDIO 45A DAVEY STREET HOBART  
PH: (03) 6224 1822 MOBILE 0418 124 385  
FAX: (03) 6224 1822 [info@mrcarchitects.com.au](mailto:info@mrcarchitects.com.au)

PROJECT TITLE  
PROPOSED ALTERATIONS & ADDITIONS  
AL CAMPANIA DISTRICT SCHOOL  
for DEPARTMENT OF EDUCATION

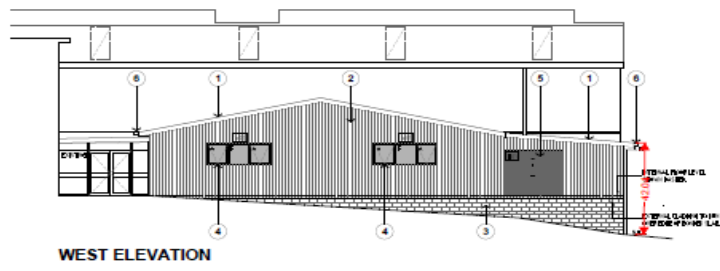
SCALE  
PLANNING APPROVAL

DRAWING TITLE  
FLOOR PLAN

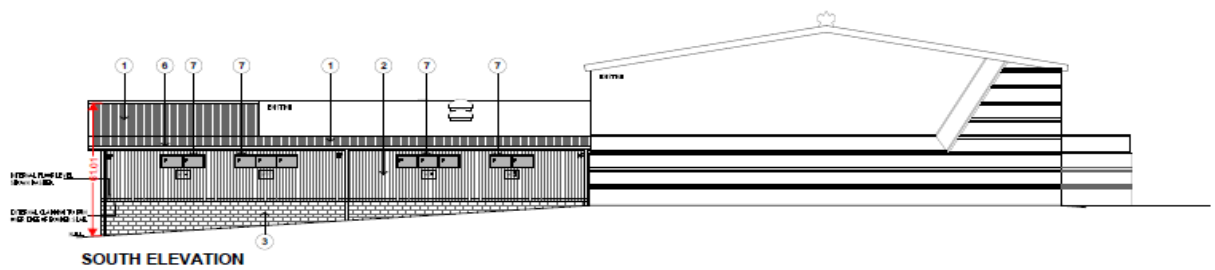
DATE	BY	CHECKED	DATE
21.01.19	MR	MR	21.01.19
REVISION	A		
NO.	S01		<b>A03</b>
PROJECT NO.	18085		

03. PROPOSED FLOOR PLAN

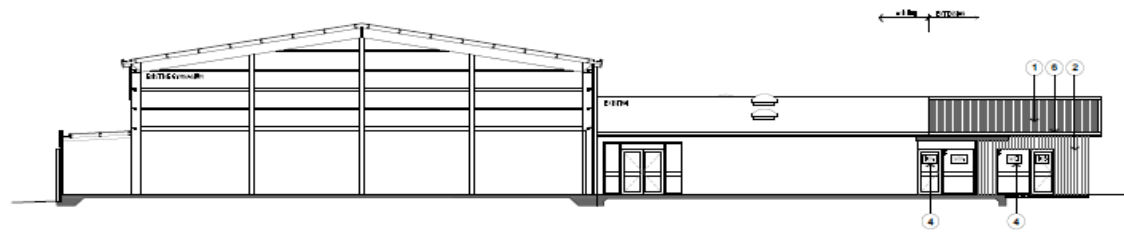
SMC - KEMPTON  
RECEIVED  
2/6/2019



WEST ELEVATION



SOUTH ELEVATION



NORTH ELEVATION/SECTION



EAST ELEVATION/SECTION

**EXTERNAL MATERIALS & FINISHES**

1. PLASTER OVER BRICKWORK
2. JACO BARK CLADDING - SHOWN ON WEST AND SOUTH ELEVATIONS
3. WOOD CLADDING - SHOWN ON NORTH ELEVATION
4. CAPITAL CLADDING - SHOWN ON WEST AND SOUTH ELEVATIONS
5. ROOFING: CORRUGATED GALVANIZED STEEL
6. LIGHT BROWN BRICKWORK - SHOWN ON WEST AND SOUTH ELEVATIONS
7. FLOORING: POLISHED CONCRETE

**INTERNAL PAINTING SCHEDULE**

1. ALL INTERIOR WALLS AND CEILING TO BE PAINTED WITH A LIGHT BROWN COLOR.
2. ALL INTERIOR DOORS TO BE PAINTED WITH A LIGHT BROWN COLOR.
3. ALL INTERIOR FLOORING TO BE POLISHED CONCRETE.

**REVISIONS**

No.	Description	By	Date
1	PLANNING APPROVAL	ADD	21.01.19

**GENERAL NOTES**

- 1. ALL WORK TO BE ACCORDING TO THE REQUIREMENTS OF THE NATIONAL BUILDING REGULATIONS AND THE NATIONAL FIRE BRANCH REGULATIONS.
- 2. ALL WORK TO BE ACCORDING TO THE REQUIREMENTS OF THE NATIONAL BUILDING REGULATIONS AND THE NATIONAL FIRE BRANCH REGULATIONS.
- 3. ALL WORK TO BE ACCORDING TO THE REQUIREMENTS OF THE NATIONAL BUILDING REGULATIONS AND THE NATIONAL FIRE BRANCH REGULATIONS.
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- 6. ALL WORK TO BE ACCORDING TO THE REQUIREMENTS OF THE NATIONAL BUILDING REGULATIONS AND THE NATIONAL FIRE BRANCH REGULATIONS.
- 7. ALL WORK TO BE ACCORDING TO THE REQUIREMENTS OF THE NATIONAL BUILDING REGULATIONS AND THE NATIONAL FIRE BRANCH REGULATIONS.

SHEET No. 4 OF 4

BUILDING APPROVAL

**MICHAEL R COOPER**  
ARCHITECTS  
100 BATTERY POINT TASMANIA 7004  
PH: (03) 824 1823 FAX: (03) 824 1823

PROPOSED ALTERATIONS & ADDITIONS  
46 CAMPBELL DISTRICT SCHOOL  
DEPARTMENT OF EDUCATION

PLANNING APPROVAL

ELEVATION & SECTIONS

DATE	11.01.19	BY	AGJ	SCALE	AS SHOWN	DATE	21.01.19
REVISION	A						
PROJECT NO.	S01						A04
PROJECT NO.	18085						



**RESULT OF SEARCH**

DEPUTY RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1988



SEARCH OF TORRENS TITLE

VOLUME	FOLIO
238871	1
EDITION	DATE OF ISSUE
2	12-Aug-1988

SEARCH DATE : 20-Mar-2019  
SEARCH TIME : 04.03 PM

DESCRIPTION OF LAND

Town of CAMPANIA  
Lot 1 on Plan 238671  
Derivation : Lot 1 (Section D.) Gtd. to Herbert James Paul and  
duly surrendered by Transfer No. A95867  
Prior CT 2934/16

SCHEDULE 1

A95867 THE CROWN

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations





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



ORIGINAL – NOT TO BE REMOVED FROM TITLES OFFICE

R.F. 1989  
TASMANIA  
REAL PROPERTY ACT, 1962, as amended

CERTIFICATE OF TITLE

NOTE – REGISTERED FOR OFFICE  
CONVENIENCE TO REPLAC



Register Book  
Vol. Fol.

2934 16

Cert. of Title Vol. 913 Fol. 64

HER MAJESTY THE QUEEN is now seised in demesne by right of Her Imperial Crown subject nevertheless to such encumbrances liens and interests as are notified by Memorial underwritten or endorsed hereon of all that piece of land situated in the Town of Campania containing FIVE ACRES TWENTY THREE PERCHES AND SEVEN TENTHS OF A PERCH

on the Plan hereon and being Lot 1 Section D delineated in the public maps of the State deposited in the Office of the Surveyor-General originally granted to HERBERT JAMES PAUL and duly surrendered as appears by TRANSFER NO. A95867

IN WITNESS whereof I have hereunto signed my name and affixed my seal this 2 FEB 1971

*Michael J. Paul*



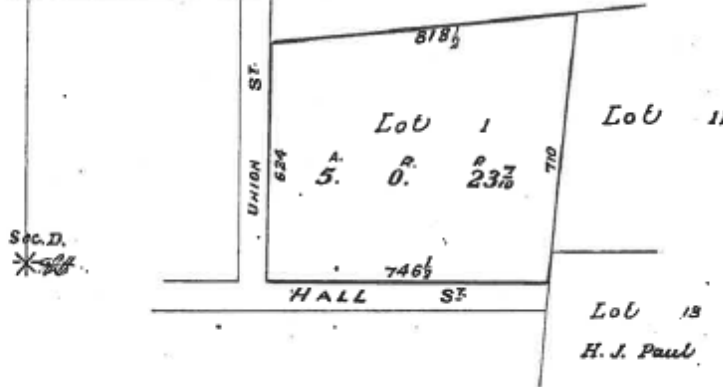
RECORDER OF TITLES.

**CANCELLED**  
16 FEB 1995  
*Michael J. Paul*  
RECORDER OF TITLES  
**NEW TITLE ISSUED**

part of 1448 ac  
Gld. to F. Smith

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

REGISTERED NUMBER  
**226671**



Mess. in link.  
FIRST Edition. Registered 2 FEB 1971  
Derived from C.T. Vol. 913 Fol. 64 - Transfer A95867 H.J. Paul.

FACILITY SERVICES

Letitia House, Olinda Grove, Mt Nelson TAS 7007  
GPO Box 169, Hobart, TAS 7001 Australia  
Ph (03) 6165 6339 Fax (03) 6233 2437



26 March 2019

The General Manager  
Southern Midlands Council  
PO Box 21  
OATLANDS Tas. 7120

Dear Sir,

**Proposed development use – partial demolition of existing toilet facilities & extension of existing building to form a multi-purpose room and store room**

**Campania District School - 2-4 Union Street, Campania**

Section 52 (1B) of the *Land Use Planning and Approvals Act 1993* requires an 'owner's declaration' to be completed to enable Council to consider a Development Application.

The Minister administering the *Education Act 1994* has delegated this responsibility to me.

Accordingly, I consent to the above application and authorise Michael R Cooper & Associates Pty Ltd to act as agent for the Department of Education in the lodgement of all Council applications and documentation associated with the proposed development.

Yours faithfully,

Todd Williams

**DIRECTOR - FACILITY SERVICES**





## Submission to Planning Authority Notice

Council Planning Permit No.	DA 2019 / 00033	Council notice date	10/04/2019
<b>TasWater details</b>			
TasWater Reference No.	TWDA 2019/00508-STM	Date of response	15/04/2019
TasWater Contact	Anthony Cengia Greg Cooper (Trade Waste)	Phone No.	(03) 6237 8243 (03) 6237 8280
<b>Response issued to</b>			
Council name	SOUTHERN MIDLANDS COUNCIL		
Contact details	mail@southernmidlands.tas.gov.au		
<b>Development details</b>			
Address	2-4 UNION ST, CAMPANIA	Property ID (PID)	2803341
Description of development	Alterations and additions to school		
<b>Schedule of drawings/documents</b>			
Prepared by	Drawing/document No.	Revision No.	Date of Issue
Michael R Cooper Architects	18085 Sheets A01, A02, A03, A04	A	18/03/2019
<b>Conditions</b>			
<p><b>SUBMISSION TO PLANNING AUTHORITY NOTICE OF PLANNING APPLICATION REFERRAL</b></p> <p>Pursuant to the <i>Water and Sewerage Industry Act 2008 (TAS)</i> Section 56P(1) TasWater imposes the following conditions on the permit for this application:</p> <p><b>TRADE WASTE</b></p> <ol style="list-style-type: none"> <li>1. Prior to the commencement of operation the developer/property owner must obtain Consent to discharge Trade Waste from TasWater.</li> <li>2. The developer must install appropriately sized and suitable pre-treatment devices prior to gaining Consent to discharge.</li> <li>3. The Developer/property owner must comply with all TasWater conditions prescribed in the Trade Waste Consent</li> </ol> <p><b>DEVELOPMENT ASSESSMENT FEES</b></p> <ol style="list-style-type: none"> <li>4. The applicant or landowner as the case may be, must pay a development assessment fee of \$211.63 to TasWater, as approved by the Economic Regulator and the fees will be indexed, until the date paid to TasWater.</li> </ol> <p>The payment is required within 30 days of the issue of an invoice by TasWater.</p>			
<b>Advice</b>			
<p><b>General</b></p> <p>For information on TasWater development standards, please visit <a href="http://www.taswater.com.au/Development/Development-Standards">http://www.taswater.com.au/Development/Development-Standards</a></p> <p>For application forms please visit <a href="http://www.taswater.com.au/Development/Forms">http://www.taswater.com.au/Development/Forms</a></p> <p><b>Trade Waste</b></p> <p>Prior to any Building and/or Plumbing work being undertaken, the applicant will need to make an</p>			



application to TasWater for a Certificate for Certifiable Work (Building and/or Plumbing). The Certificate for Certifiable Work (Building and/or Plumbing) must accompany all documentation submitted to Council. Documentation must include a floor and site plan with:

- Location of all pre-treatment devices
- Schematic drawings and specification (including the size and type) of any proposed pre-treatment device and drainage design; and
- Location of an accessible sampling point in accordance with the TasWater Trade Waste Flow Meter and Sampling Specifications for sampling discharge.

At the time of submitting the Certificate for Certifiable Work (Building and/or Plumbing) a Trade Waste Application together with the General Supplement form is also required.

If the nature of the business changes or the business is sold, TasWater is required to be informed in order to review the pre-treatment assessment.

The application forms are available at <http://www.taswater.com.au/Customers/Liquid-Trade-Waste/Commercial>.

**Declaration**

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

Authorised by

Jason Taylor  
Development Assessment Manager

**TasWater Contact Details**

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

**Sent:** Monday, 29 April 2019 7:17 PM  
**To:** SMC Mail  
**Subject:** Re Representations to proposed additions and alterations at 2-4 Union Street, Campania

Tim Kirkwood  
General Manager  
Southern Midlands Council  
[mail@southernmidlands.tas.gov.au](mailto:mail@southernmidlands.tas.gov.au)

Dear General Manager,

**Re: Development Application and alterations at 2-4 Union Street Campania owned by Education Department and described as Certificate of Title 123384/1 226671/1**

We are neighbouring residents of Campania District Highschool, living at : Campania.

As part of the development application at 2-4 Union Street Campania we would like to request for a traffic assessment and road upgrade for;

- a) The corner junction where Union Street adjoins Hall Street
- b) The full length of Hall Street (entry from Reeve Street, continuing between the school and recreation ground on the un-sealed road, until the end of Hall Street to the junction of the residential properties; number 23, 24 and 25.

**Reasons for this request are below**

#### **Corner junction of Union and Hall Street**

The corner where Union Street joins onto Hall Street has increasingly become dangerous, particularly in recent years as traffic has grown in the area. Predominantly during school hours the corner where Union and Hall adjoins is blind for both road and pedestrian traffic. For anyone commuting along the full length of Hall Street and not turning into Union Street, still has to give way to any entering traffic from Union Street travelling south bound as cars, school buses and trucks frequently cut this corner. Also, inside the boundary of 2-4 Union Street and 5 Hall Street, there are some trees/shrubs that also contribute to obstructing the view from Union Street for any traffic using that junction.

#### **Hall Street**

Campania have kept the unsealed section of Hall Street maintained at our cost for years without any financial assistance from the school.

- The school currently use Hall street to access the lower school class rooms, storage areas located at this side of the school including the shipping containers that were installed a few years ago
- The school has also recently constructed a new bike track on their property which includes access at the end of Hall Street (signage welcoming public is displayed at this entry). The bike track was created for not only school use, but for the wider community to utilise.
- As a result, it has increased foot, bike and car traffic along the 'un-sealed' part of Hall Street

#### **New Development - multipurpose area**

In evaluating the proposed works for the new Multipurpose Centre, we think the upgrade will be a wonderful asset to the school and wondered if, with the upgrades, that the facility will be available to be leased out to the Community for use? How does accessing this facility/deliveries/construction/parking and access for school traffic play a part with the development? We question that with the current state of the junction and un-sealed part of Hall Street that at times, this will block access to the 3 residential properties this road also services.

With the proposed upgrade, we predict an increase in road and pedestrian traffic and with the current state of Hall Street, being narrow and only single lane access we do proposition the upgrades occur as outlined above in order for the application to have our full support.

Kind Regards

### 11.1.2 DEVELOPMENT APPLICATION (DA 2019/35) FOR SOIL RECYCLING (TEMPORARY) AT 3001 MIDLAND HIGHWAY, KEMPTON, OWNED BY T & R BENNETT

*File Ref:* T 5465069

**Author:** SENIOR PLANNING OFFICER (JACQUI TYSON)

**Date:** 16 MAY 2019

**Enclosure(s):**

*Development Application Documents*

#### PROPOSAL

Application is made by Potter Projects for a Permit under the *Land Use Planning and Approvals Act 1993* (“the Act”) to undertake recycling of soil using bioremediation methods at the Mood Food site, 3001 Midland Highway, Kempton.

The proposal is for a temporary operation that would remediate contaminated soil removed from another fuel station operated by Bennett’s into clean fill suitable for use on this site as part of the approved redevelopment that is underway (DA2018/66 – drive through, new fuel bowsers, altered parking and access).

Under the proposal approximately 660m<sup>3</sup> of soil contaminated with petroleum hydrocarbons will be transported to the site to undergo remediation. The soil will be placed into trenches lined with plastic sheeting and formed into long thin piles (called windrows) and covered with more plastic sheeting. The soil will be uncovered and turned by an excavator periodically. Over time, microbes in the soil and exposure to the air during turning removes the hydrocarbons from the soil. The operation will be monitored and tested regularly by suitably qualified operators.

The remediation process may take up to two years, but is expected to be completed in less time. Once the remediation is completed the soil will be used as fill on the site and the recycling use will cease.

The proposal includes extension of a gravel hardstand area to provide access and turning for the delivery and processing of the soil.

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

The land is zoned Rural Resource and is covered by the Scenic Landscape Corridor that applies to land close to the Midland Highway.

Under the Planning Scheme the proposal is defined as development associated with “Recycling and waste disposal” use of the land. A permit for this type of development is considered at the discretion of Council. The proposal is to be assessed against the development standards of the zone and the development standards of the applicable Codes. These matters are described and assessed in this report.

The Council gave notice of the application for public comment for 14 days. No representations were received.

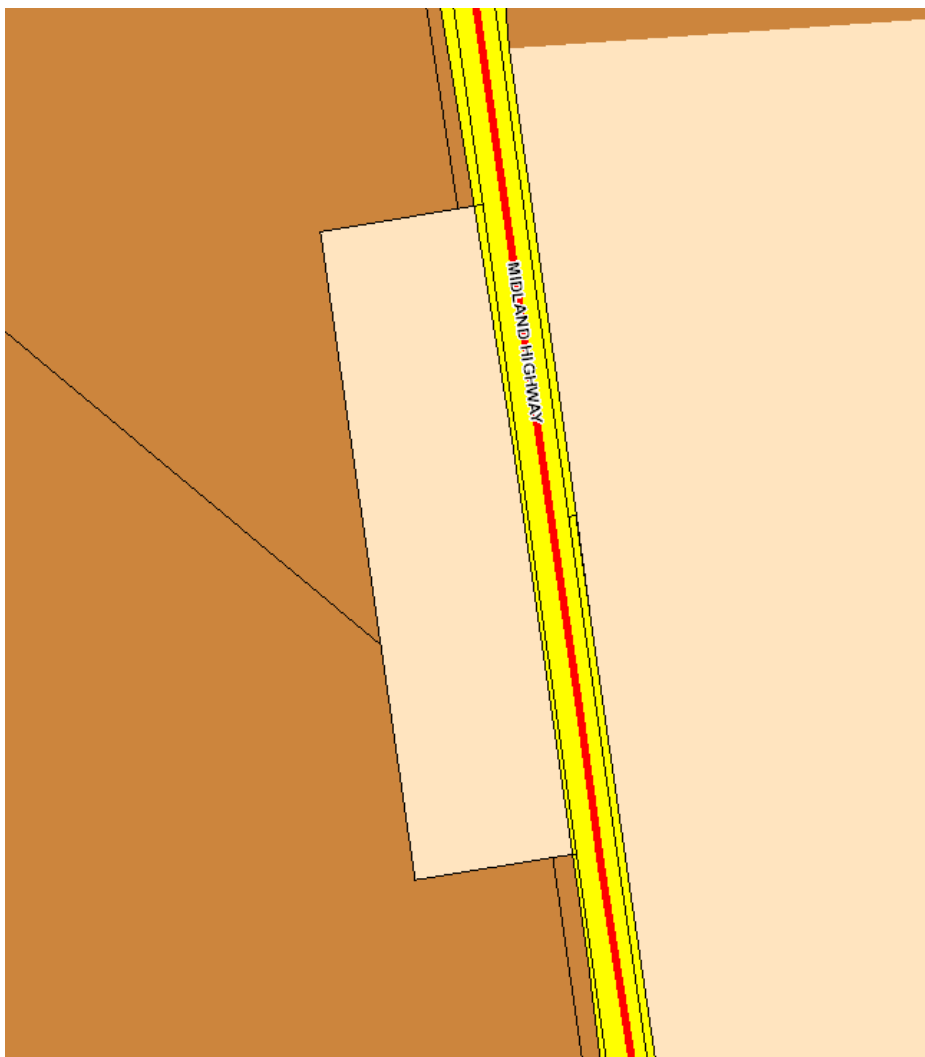
As a Level 1 activity that requires a permit from Council this proposal does not require approval from the Environment Protection Authority (EPA). However the EPA have considered the documentation and provided advice to the applicant and Council in regard to this proposal.

Council's Environmental Health Officer has considered the application and provided advice in relation to the recommended conditions below.

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

## THE SITE

Maps 1 and 2 below show the land zoning and location of the property.



Map 1\_ The subject land and surrounding properties to the east are in the Rural Resource Zone (cream). Surrounding land to the north, south and west are in the Significant Agriculture Zone (brown) and the Midland Highway is in the Utilities Zone (yellow).





Map 2 \_ Aerial image of the subject land and surrounding area. The part of the site to be used for soil recycling is marked by the yellow circle.

## THE APPLICATION

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

## USE/DEVELOPMENT DEFINITION

The proposed use and development is defined, under the Planning Scheme, as “Recycling and waste disposal”:

### ***Recycling and waste disposal***

*Use of land to collect, dismantle, store, dispose of, recycle or sell used or scrap material. Examples include a recycling depot, refuse disposal site, scrap yard, vehicle wrecking yard and waste transfer station.*

Under the Scheme, a Development Application for use or development relating to “Recycling and waste disposal” has a Discretionary status in the Rural Resource Zone.

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

## PUBLIC NOTIFICATION AND REPRESENTATIONS

The Council gave notice of the application for public comment for 14 days from 29<sup>th</sup> April 2019. No representations were received.

## ASSESSMENT - THE SOUTHERN MIDLANDS INTERIM PLANNING SCHEME

### Rural Resource Zone

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

<b>Use Standard</b>		
<b>26.3.3 Discretionary Use</b>		
To ensure that discretionary non-agricultural uses do not unreasonably confine or restrain the agricultural use of agricultural land.		
<b>Acceptable Solutions</b>	<b>Performance Criteria</b>	<b>OFFICER COMMENT</b>
A1 No acceptable solution.	<p>P1</p> <p>A discretionary non-agricultural use must not conflict with or fetter agricultural use on the site or adjoining land having regard to all of the following:</p> <p>(a) the characteristics of the proposed non-agricultural use;</p> <p>(b) the characteristics of the existing or likely agricultural use;</p> <p>(c) setback to site boundaries and separation distance between the proposed non-agricultural use and existing or likely agricultural use;</p> <p>(d) any characteristics of the site and adjoining land that would buffer the proposed non-agricultural use from the adverse impacts on amenity from existing or likely agricultural use.</p>	<p><i>The site is currently used as a fuel station with associated shop and amenities. There is a dwelling on the site but this is not occupied. There is no agricultural use on the subject site.</i></p> <p><i>The proposed soil recycling will not impact the use of adjoining land for agriculture. The contaminated soil will be contained on the site using plastic and monitored regularly.</i></p> <p><i>Overall, the proposal is considered to comply with P1.</i></p>



### Attenuation Code

The proposed use is subject to the Attenuation Code. The proposal must satisfy the requirements of the following relevant use and development standards of this code:

<b>Use Standard</b>		
<b>E9.6.1 Use with Potential to Cause Environmental Harm</b>		
To ensure that use with potential to cause environmental harm is sufficiently attenuated to ameliorate adverse effects on nearby sensitive use to an acceptable level.		
<b>Acceptable Solutions</b>	<b>Performance Criteria</b>	<b>OFFICER COMMENT</b>
<p><b>A1</b></p> <p>Use with potential to cause environmental harm has a separation distance no less than the minimum attenuation distance listed in Tables E9.1 or E9.2.</p>	<p><b>P1</b></p> <p>Use with potential to cause environmental harm and which is set back less than the distance prescribed in A1 must not have an unacceptable adverse affect on existing or likely future sensitive use, having regard to all of the following:</p> <p>(a) operational characteristics;</p> <p>(b) scale and intensity;</p> <p>(c) degree of hazard or pollution that may be emitted from the activity;</p> <p>(d) hours of operation;</p> <p>(e) nature of amenity impacts from likely light, noise, odour, particulate, radiation, vibration or waste emissions;</p> <p>(f) existing ambient background levels of light, noise, odour, particulate, radiation, vibration or waste emissions in the locality;</p> <p>(g) measures to eliminate, mitigate or manage emissions.</p>	<p><i>In Table E9.1 the proposed operation is classed as a Disposal Site for non-putrescible wastes, which has an Attenuation distance of 50m.</i></p> <p><i>There are no sensitive uses located within 50m of the site, in compliance with the Acceptable Solution.</i></p> <p><i>A condition is included in the recommendation preventing use of the residence on the site as a dwelling during the operation.</i></p>

<b>Development Standard</b>		
<b>E9.7.1 Development for Use with Potential to Cause Environmental Harm</b>		
To ensure that development for use with potential to cause environmental harm is sufficiently attenuated to ameliorate adverse effects on nearby sensitive use to an acceptable level.		
<b>Acceptable Solutions</b>	<b>Performance Criteria</b>	<b>OFFICER COMMENT</b>
<p><b>A1</b></p> <p>Development for use with potential to cause environmental harm has a separation distance no less than the minimum</p>	<p><b>P1</b></p> <p>Development for use with potential to cause environmental harm and which is set back less than the distance prescribed in A1 must not have an</p>	<p><i>There are no sensitive uses located within 50m of the site, in compliance with the Acceptable Solution.</i></p>

<p>attenuation distance listed in Tables E9.1 or E9.2.</p>	<p>unacceptable adverse affect on existing or likely future sensitive use, having regard to all of the following:</p> <p>(a) operational characteristics;</p> <p>(b) scale and intensity;</p> <p>(c) degree of hazard or pollution that may be emitted from the activity;</p> <p>(d) hours of operation;</p> <p>(e) nature of amenity impacts from likely light, noise, odour, particulate, radiation, vibration or waste emissions;</p> <p>(f) existing ambient background levels of light, noise, odour, particulate, radiation, vibration or waste emissions in the locality;</p> <p>(g) measures to eliminate, mitigate or manage emissions.</p>	
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### Scenic Landscapes Code

The proposal is located in the Scenic Landscape Corridor that applies to land beside major roads including the Midland Highway. The proposal must satisfy the requirements of the following relevant development standards of this code:

<b>Development Standard</b>		
<b>E14.7.4 Appearance of Buildings and Works within Scenic Landscape Corridors</b>		
To ensure that buildings and works do not cause an unreasonable change to, or have an unreasonable adverse effect on, the scenic landscape value of Scenic Landscape Corridors.		
<b>Acceptable Solutions</b>	<b>Performance Criteria</b>	<b>OFFICER COMMENT</b>
<p>A1</p> <p>Buildings and works must comply with one of the following:</p> <p>(a) not be visible from the pertinent road;</p> <p>(b) be an addition or alteration to an existing building that;</p> <p>(i) increases the gross floor area by no more than 25%;</p> <p>(ii) does not increase the building height;</p> <p>(iii) provides external finishes the same or similar to existing.</p>	<p>P1</p> <p>Buildings and works visible from the pertinent road must maintain scenic landscape value through satisfying one or more of the following, as necessary;</p> <p>(a) be set back from the pertinent road as far as reasonably practical;</p> <p>(b) be externally coloured using colours commonly applied to buildings within the local rural landscape;</p> <p>(c) be designed to:</p>	<p><i>The proposed use will be visible from the road and is not an addition to a building.</i></p> <p><i>Assessment against the Performance Criteria is therefore required.</i></p> <p><i>The proposal does not include any buildings or fences.</i></p> <p><i>The soil recycling area will be sited 20-30m from the road boundary, beside an existing gravel area.</i></p> <p><i>The windrows will be low mounds covered in black plastic and the appearance</i></p>

	<p>(i) minimise visual impact due to height and bulk;</p> <p>(ii) minimise cut and fill;</p> <p>(d) be located to maintain significant view corridors from the pertinent major road to prominent natural features;</p> <p>(e) be located to take advantage of any existing native or exotic vegetation, or new vegetation, for visual screening purposes;</p> <p>(f) fences are post &amp; wire or other design of a similarly transparent appearance.</p>	<p><i>will generally be quite passive in the landscape. Further, the proposal is for a temporary operation and will cease once the soil is remediated.</i></p> <p><i>Overall it is considered that the proposal will not cause unacceptable detriment to the scenic landscape value of the area.</i></p>
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### **Parking and Access Code**

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

The proposed soil recycling operation will require the internal gravel driveway to be extended to provide access to the area to be used.

The proposal will not generate any additional parking requirement or change the access arrangements from the Midland Highway, so no further assessment against the Code is necessary.

### **CONCLUSION**

The report has assessed a Development Application for a temporary soil recycling operation at 3001 Midland Highway, Kempton.

The proposal was advertised and no representations have been received.

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

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

### **RECOMMENDATION**

THAT, in accordance with the provisions of the *Southern Midlands Interim Planning Scheme 2015* and section 57 of the *Land Use Planning & Approvals Act 1993*, Council APPROVE the Development Application (DA 2019/35) for Soil recycling (temporary) at 3001 Midland Highway, Kempton, owned by T & R Bennett and that a permit be issued with the following conditions:

## CONDITIONS

### *General*

- 1) The use or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
- 2) This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this permit unless, as the applicant and the only person with a right of appeal, you notify Council in writing that you propose to commence the use or development before this date, in accordance with Section 53 of the *Land Use Planning and Approvals Act 1993*.

### *Use*

- 3) Unless approved otherwise, the treatment of the waste material must be carried out in accordance with the documents provided to support the application, specifically '*Bennetts Kempton Service Station 3001 Midland Highway Kempton Tasmania Kempton Recycling Terminus Environmental Management Plan*', document version R01 prepared by Environmental Management and Consulting and dated 16 April 2019.
- 4) Approval is granted for treatment of soil originating from the Bennetts site at Regent Street, Sandy Bay only. No other material may be recycled on the site.
- 5) The residence on the site must not be used as a residential dwelling without further approval from Council's Manager of Development and Environmental Services. Any application must be accompanied by a report from a certified site contamination practitioner that indicates that this approved activity will not cause unacceptable risk to human health for occupants of the dwelling.

### *Environmental Management*

- 6) Progress reports must be submitted to the Council's Manager of Development and Environmental Services within 6 months of commencement of waste treatment and at 6 monthly intervals while the use is occurring. The progress reports must include, but not be limited to:
  - a) details of the effectiveness of the treatment;
  - b) a comparison of laboratory results taken from the beginning of the trial with recent laboratory results (no earlier than 10 months into the trial) and an interpretation of results;
  - c) summary of any complaints; and
  - d) summary of any environmental incidents, emissions or escapes.
- 7) A treatment completion report must be submitted to Council's Manager of Development and Environmental Services within 3 months of completion of waste treatment. The treatment completion report must include, but not be limited to:
  - a) details of the treatment including quantities of all raw materials and waste treated;
  - b) A statement from an appropriately qualified person as to the success of the treatment;
  - c) The data used to support the above statement;

- d) Summary of any complaints, environmental incidents, emissions or escapes and any other matters of environmental significance and how these were addressed.
- 8) Any sample or measurement required to be obtained under these conditions must be taken and processed in accordance with the Australian Standards, NATA approved methods, the American Public Health Association Standard Methods for the Analysis of Water and Waste Water or other standard(s) approved in writing by Council's Manager of Development and Environmental Services. Testing must be undertaken in accordance with the following:
- a) Samples must be taken by a suitably qualified person.
  - b) Measurement equipment must be maintained and operated in accordance with the manufacturer's specifications.
  - c) Samples must be tested in a laboratory accredited by the National Association of Testing (NATA).
  - d) Results or measurements and analysis of samples and details of methods employed in taking measurements and samples must be retained for at least three (3) years after the date of termination of the use.

#### *Incident Management*

- 9) The activity must be conducted in such a manner as to prevent environmental nuisance and environmental harm arising from escape or spillage of the waste or emission of dust, odour or noise.
- 10) If an incident causing or threatening environmental nuisance, serious environmental harm or material environmental harm from pollution occurs in the course of the approved activity, then the person responsible for the activity must immediately take all reasonable and practicable action to minimise any adverse environmental effects from the incident.
- 11) Council's Manager of Development and Environmental Services must be notified as soon as reasonably practicable, but not later than 24 hours, after the person responsible becoming aware of the release of a pollutant occurring as a result of any incident in relation to that activity, including an emergency, accident or malfunction, if the release causes or may cause serious or material environmental harm or environmental nuisance.

#### *Permit Expiry*

- 12) This permit will expire two (2) years after the date of issue and the approved use must be completed by this time to the satisfaction of the Manager of Development and Environmental Services.

#### *Services*

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

#### *Construction Amenity*

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

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

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

The following advice applies to this permit:

- This permit does not imply that any other approval required under any other legislation has been granted.
- Controlled waste the Director, waste material must not be removed from land for any reason, including storage, disposal and reuse.

## **DECISION**

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

**THAT, in accordance with the provisions of the *Southern Midlands Interim Planning Scheme 2015* and section 57 of the *Land Use Planning & Approvals Act 1993*, Council APPROVE the Development Application (DA 2019/35) for Soil recycling (temporary) at 3001 Midland Highway, Kempton, owned by T & R Bennett and that a permit be issued with the following conditions:**

## **CONDITIONS**

### ***General***

- The use or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.**

- 2) This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this permit unless, as the applicant and the only person with a right of appeal, you notify Council in writing that you propose to commence the use or development before this date, in accordance with Section 53 of the *Land Use Planning and Approvals Act 1993*.

*Use*

- 3) Unless approved otherwise, the treatment of the waste material must be carried out in accordance with the documents provided to support the application, specifically '*Bennetts Kempton Service Station 3001 Midland Highway Kempton Tasmania Kempton Recycling Terminus Environmental Management Plan*', document version R01 prepared by Environmental Management and Consulting and dated 16 April 2019.
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- 5) The residence on the site must not be used as a residential dwelling without further approval from Council's Manager of Development and Environmental Services. Any application must be accompanied by a report from a certified site contamination practitioner that indicates that this approved activity will not cause unacceptable risk to human health for occupants of the dwelling.

*Environmental Management*

- 6) Progress reports must be submitted to the Council's Manager of Development and Environmental Services within 6 months of commencement of waste treatment and at 6 monthly intervals while the use is occurring. The progress reports must include, but not be limited to:
- a) details of the effectiveness of the treatment;
  - b) a comparison of laboratory results taken from the beginning of the trial with recent laboratory results (no earlier than 10 months into the trial) and an interpretation of results;
  - c) summary of any complaints; and
  - d) summary of any environmental incidents, emissions or escapes.
- 7) A treatment completion report must be submitted to Council's Manager of Development and Environmental Services within 3 months of completion of waste treatment. The treatment completion report must include, but not be limited to:
- a) details of the treatment including quantities of all raw materials and waste treated;
  - b) A statement from an appropriately qualified person as to the success of the treatment;
  - c) The data used to support the above statement;
  - d) Summary of any complaints, environmental incidents, emissions or escapes and any other matters of environmental significance and how these were addressed.

- 8) Any sample or measurement required to be obtained under these conditions must be taken and processed in accordance with the Australian Standards, NATA approved methods, the American Public Health Association Standard Methods for the Analysis of Water and Waste Water or other standard(s) approved in writing by Council's Manager of Development and Environmental Services. Testing must be undertaken in accordance with the following:
- a) Samples must be taken by a suitably qualified person.
  - b) Measurement equipment must be maintained and operated in accordance with the manufacturer's specifications.
  - c) Samples must be tested in a laboratory accredited by the National Association of Testing (NATA).
  - d) Results or measurements and analysis of samples and details of methods employed in taking measurements and samples must be retained for at least three (3) years after the date of termination of the use.

#### ***Incident Management***

- 9) The activity must be conducted in such a manner as to prevent environmental nuisance and environmental harm arising from escape or spillage of the waste or emission of dust, odour or noise.
- 10) If an incident causing or threatening environmental nuisance, serious environmental harm or material environmental harm from pollution occurs in the course of the approved activity, then the person responsible for the activity must immediately take all reasonable and practicable action to minimise any adverse environmental effects from the incident.
- 11) Council's Manager of Development and Environmental Services must be notified as soon as reasonably practicable, but not later than 24 hours, after the person responsible becoming aware of the release of a pollutant occurring as a result of any incident in relation to that activity, including an emergency, accident or malfunction, if the release causes or may cause serious or material environmental harm or environmental nuisance.

#### ***Permit Expiry***

- 12) This permit will expire two (2) years after the date of issue and the approved use must be completed by this time to the satisfaction of the Manager of Development and Environmental Services.

#### ***Services***

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

#### ***Construction Amenity***

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

**Monday to Friday**

**7:00 a.m. to 6:00 p.m.**



<b>Saturday</b>	<b>8:00 a.m. to 6:00 p.m.</b>
<b>Sunday and State-wide public holidays</b>	<b>10:00 a.m. to 6:00 p.m.</b>

**15) All works associated with the development of the land shall be carried out in such a manner so as not to unreasonably cause injury to, or prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of:**

- f. Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.**
- g. The transportation of materials, goods and commodities to and from the land.**
- h. Obstruction of any public footway or highway.**
- i. Appearance of any building, works or materials.**
- j. Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council’s Manager of Development and Environmental Services.**

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

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

**The following advice applies to this permit:**

- A. This permit does not imply that any other approval required under any other legislation has been granted.**
- B. Controlled waste the Director, waste material must not be removed from land for any reason, including storage, disposal and reuse.**

**CARRIED**

<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

**ENCLOSURE**

Item 11.1.2

Development & Environmental Services  
Email: [mail@southernmidlands.tas.gov.au](mailto:mail@southernmidlands.tas.gov.au)  
Phone: (03) 62583011  
Postal Address: PO Box 21, Outlands Tas 7120



**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:**

<b>Owner / s Name</b>	T & R Bennett		
	Bennett's Petroleum Supplies Pty Ltd		
<b>Postal Address</b>	PO Box 436	Phone No:	03 6242 8200
	Moonah, TAS	7009	Fax No:
<b>Email address</b>	julia@bennettpetrol.com.au		
<b>Applicant Name</b> (if not owner)	Michael Potter		
<b>Postal Address</b>	PO Box 320	Phone No:	0408 303 034
	Rosny Park, TAS	7018	Fax No:
<b>Email address:</b>	michael@potterprojects.com		

**Description of proposed use and/or development:**

<b>Address of new use and development:</b>	Mood Food Service Station, 3001 Midland Highway, Kempton 7030		
<b>Certificate of Title No</b>	Volume No	37224	Lot No: 1
<b>Description of Use</b>	Temporary soil recycling		
<b>Development on site</b>			
<b>current use of land and building</b>	Service station		
<b>Is the property Heritage Listed</b>	Please tick ✓/answer Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> X <input type="checkbox"/>		
<b>Signage</b>	Is any signage proposed? None in addition to that proposed in DA2018/86.		Please tick ✓/answer Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> X <input type="checkbox"/>

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

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

This application is separate from DA2018/86. Thank you.

Business Details	Existing hours of operation			Proposed hours of new operation				
	Hours	am	to	pm	Hours	am	to	pm
	Weekdays	24 hrs			Weekdays	24 hrs		
	Sat	24 hrs			Sat	24 hrs		
	Sun	24 hrs			Sun	24 hrs		
Number of existing employees	20			Number of proposed new employees :	No new staff			
Traffic Movements	Number of commercial vehicles servicing the site at present	1 commercial delivery per day in addition to customer traffic		Approximate number of commercial vehicles servicing the site in the future	Current use is 1 commercial delivery per day in addition to customer traffic. For recycling period, estimate up to 10 trucks per day over a 1 week period.			
Number of Car Parking Spaces	How many car spaces are currently provided	N/A		How many new car spaces are proposed	N/A			
Is the development to be staged:	Please tick / answer							
	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Is the development to be staged, if yes	Described proposed stages	1) Enabling works, 2) Stockpile + classification, 3) soil conditioning		Described period of proposed stages	Up to 2 years total			
Proposed Material Types	What are the proposed external wall colours	N/A		What is the proposed roof colour	N/A			
	What is the proposed external wall materials	N/A		What is the proposed roof materials	N/A			
	What is the proposed new floor area m <sup>2</sup>	N/A		What is the estimated value of all the new work proposed	\$ 25,000			

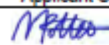
If yes attach details: size, colours, fonts, location

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

Signed Declaration

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

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

Applicant Signature	Applicant Name (print)	Date
	Michael Potter	10/04/2019
Land Owner(s) Signature	Land Owners Name (please print)	Date
Land Owner(s) Signature	Land Owners Name (please print)	Date

Address all correspondence to:  
The General Manager, PO Box 21, Oatlands, Tasmania 7120  
Or by Email Address: [mail@southernmidlands.tas.gov.au](mailto:mail@southernmidlands.tas.gov.au) in single PDF file format  
Phone (03) 62593011

## DEVELOPMENT – Information & Checklist sheet

Use this check list for submitting your application

### Submitting your application ✓

1. All plans and information required per Part 8.1 Application Requirements of the Planning Scheme
2. Copy of the current Certificate of Title, Schedule of Easements and Title Plan (Available from Service Tasmania Offices)
3. Any reports, certificates or written statements to accompany the Application (if applicable) required by the relevant zone or code.
4. Prescribed fees payable to Council

### Information

If you provide an email address in this form then the Southern Midlands Council ("the Council") will treat the provision of the email address as consent to the Council, pursuant to Section 6 of the Electronic Transactions Act 2000, to using that email address for the purposes of assessing the Application under the Land Use Planning and Approvals Act 1993 ("the Act").

If you provide an email address, the Council will not provide hard copy documentation unless specifically requested.

It is your responsibility to provide the Council with the correct email address and to check your email for communications from the Council.

If you do not wish for the Council to use your email address as the method of contact and for the giving of information, please tick ✓ the box

### Heritage Tasmania

If the Property is listed on the Tasmanian Heritage Register then the Application will be referred to Heritage Tasmania unless an Exemption Certificate has been provided with this Application. (Phone 1300 850 332 (local call cost) or email [enquires@heritage.tas.gov.au](mailto:enquires@heritage.tas.gov.au))

### TasWater

Depending on the works proposed Council may be required to refer the Application to TasWater for assessment (Phone 136992)

### PRIVACY STATEMENT

The Southern Midlands Council abides by the Personal Information Protection Act 2004 and views the protection of your privacy as an integral part of its commitment towards complete accountability and integrity in all its activities and programs.

Collection of Personal Information: The personal information being collected from you for the purposes of the Personal Information Protection Act, 2004 and will be used solely by Council in accordance with its Privacy Policy. Council is collecting this information from you in order to process your application.

Disclosure of Personal Information: Council will take all necessary measures to prevent unauthorised access to or disclosure of your personal information. External organisations to whom this personal information will be disclosed as required under the Building Act 2000. This information will not be disclosed to any other external agencies unless required or authorised by law.

Correction of Personal Information: If you wish to alter any personal information you have supplied to Council please telephone the Southern Midlands Council on (03) 6259 3011. Please contact the Council's Privacy Officer on (03) 6254 5000 if you have any other enquires concerning Council's privacy procedures.

Address all correspondence to:  
The General Manager, PO Box 21, Oatlands, Tasmania 7120  
Or by Email Address: [mail@southernmidlands.tas.gov.au](mailto:mail@southernmidlands.tas.gov.au) 'in single PDF file format'  
Phone (03) 62593011

Temporary soil recycling area  
3001 Midland Highway, KEMPTON

SMC - KEMPTON  
RECEIVED  
11/04/2019



**DRAWING SCHEDULE**  
DA500 - COVER PAGE  
DA501 - SITE PLAN STAGE 1  
DA502 - SITE PLAN STAGE 2  
DA503 - SITE PLAN STAGE 3  
  
Refer also to em&c report dated  
22/03/2019 for specific details.

This drawing is to be read in conjunction with the other  
contract documents and instructions issued during the  
course of the contract. Contractors must verify all  
dimensions and levels on site. Do not scale drawings. Notify any errors, omissions  
or omissions to the designer. © These drawings and  
designs are subject to copyright laws.



Project:  
3001 Midland Highway  
Kempston  
Bennett's Petroleum

Drawing name:  
Cover Page  
Issue date:  
10/04/2019

Project stage:  
Development App.

Drawing no:  
16.019-DA500  
Scale @ A3:  
Revision:

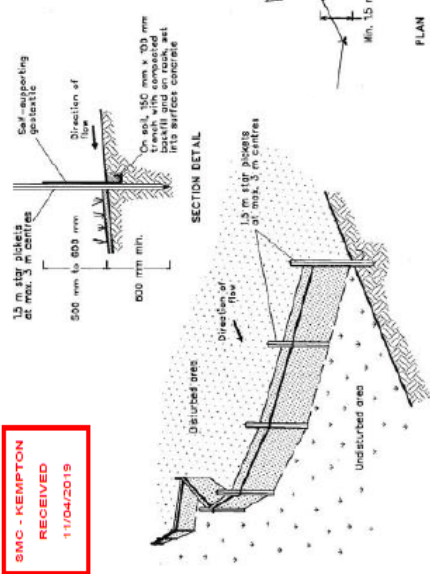


POTTER PROJECTS  
0408 383 034  
admin@potterprojects.com  
PO Box 320 Rosny Park  
Tasmania 7018

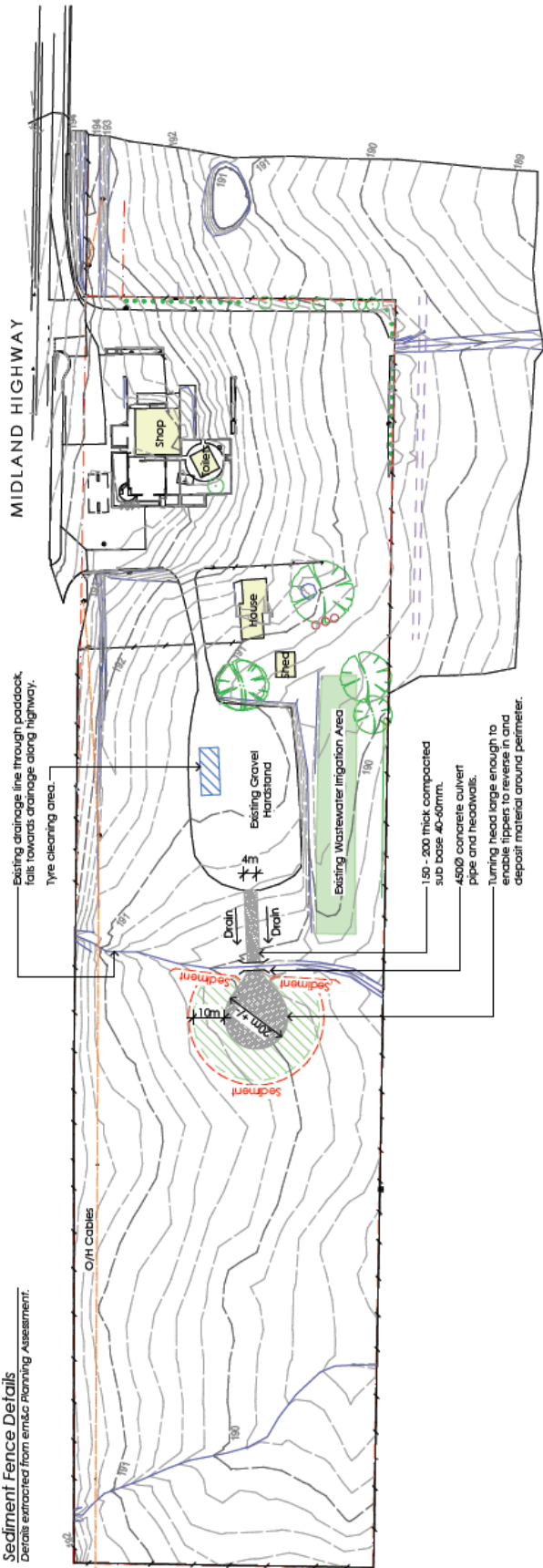
Rev. Amendment \_\_\_\_\_ Date \_\_\_\_\_



- STAGE 1 - ENABLING WORKS**
1. Extend existing gravel hardstand to standard suitable for fully loaded trucks in wet conditions.
  2. Strip vegetation from hatched area.
  3. Soil sampling as required by Principal Environmental Consultant.
  4. Install sediment control fences - see details beside. Exact locations to be determined on site.
  5. Establish tyre cleaning area for use by all construction vehicles existing the recycling terminals.



**Sediment Fence Details**  
Details extracted from em&c Planning Assessment.



This drawing is to be read in conjunction with the other contract documents and instructions issued during the project. Do not scale drawings. Notify any errors, discrepancies or omissions to the Designer. © These drawings and designs are subject to copyright laws.

Rev.	Amendment	Date

Project:  
**3001 Midland Highway**  
**Kempston**  
Bennett's Petroleum

Drawing name:  
**Site Plan - Stage 1**  
Issue date:  
**10/04/2019**

Project stage:  
**Development App.**

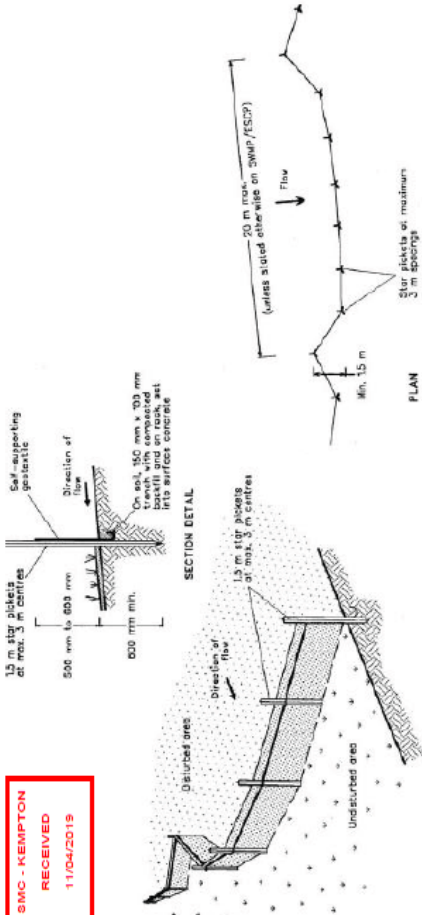
Drawing no:  
**16.019-DA501**  
Scale @ A3:  
**1:1250**

Revision:

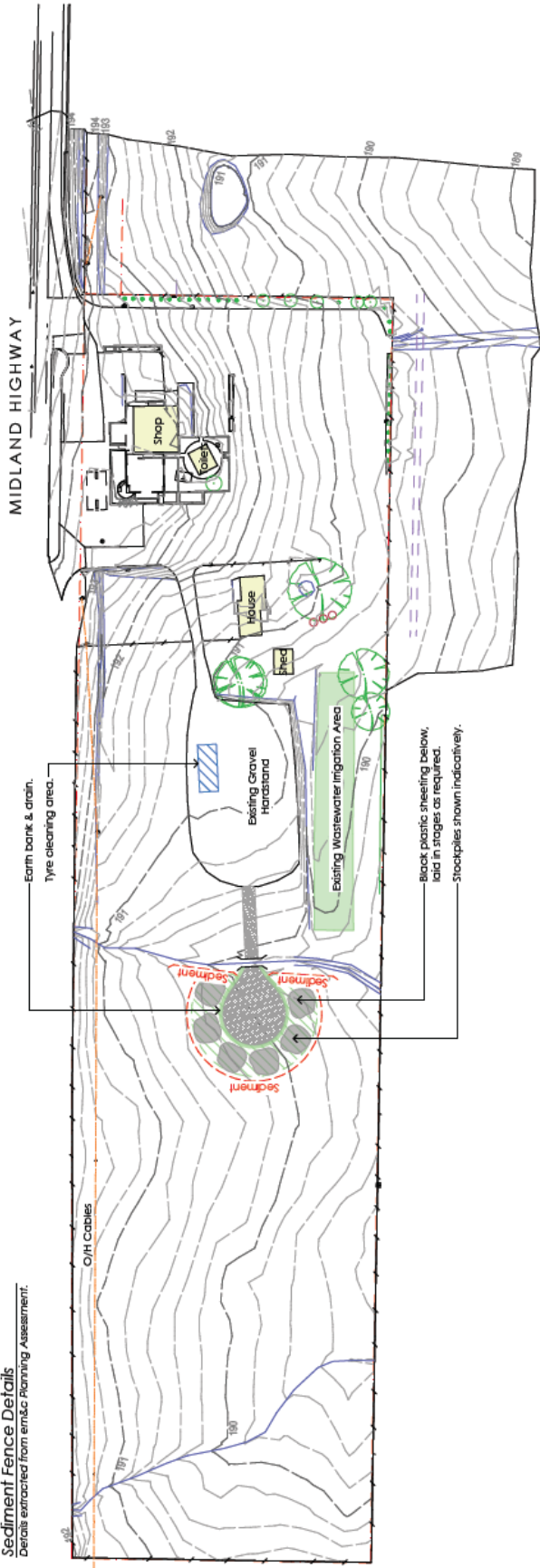


**POTTER PROJECTS**  
0408 303 034  
admin@potterprojects.com  
PO Box 320 Fosdy Park  
Islehampton 7018

- STAGE 2 - STOCKPILE & CLASSIFICATION**
1. Lay out black plastic sheets (i.e. Forticon) minimum 200µm thickness below soil receiving area. Minimum 300 overlap and held down with sufficient weights.
  2. Bring in material to be conditioned - to be allocated in stockpiles as directed by Principal Environmental Consultants. Refer to emc report dated 22/03/19 for extent of material.
  3. Stockpiles to be stabilised as per detail on this page. height approx. 2m.
  4. Wet down stockpiles as necessary to minimise dust.
  5. Stockpiles covered in black plastic (min. 200µm thickness) with appropriate weights.

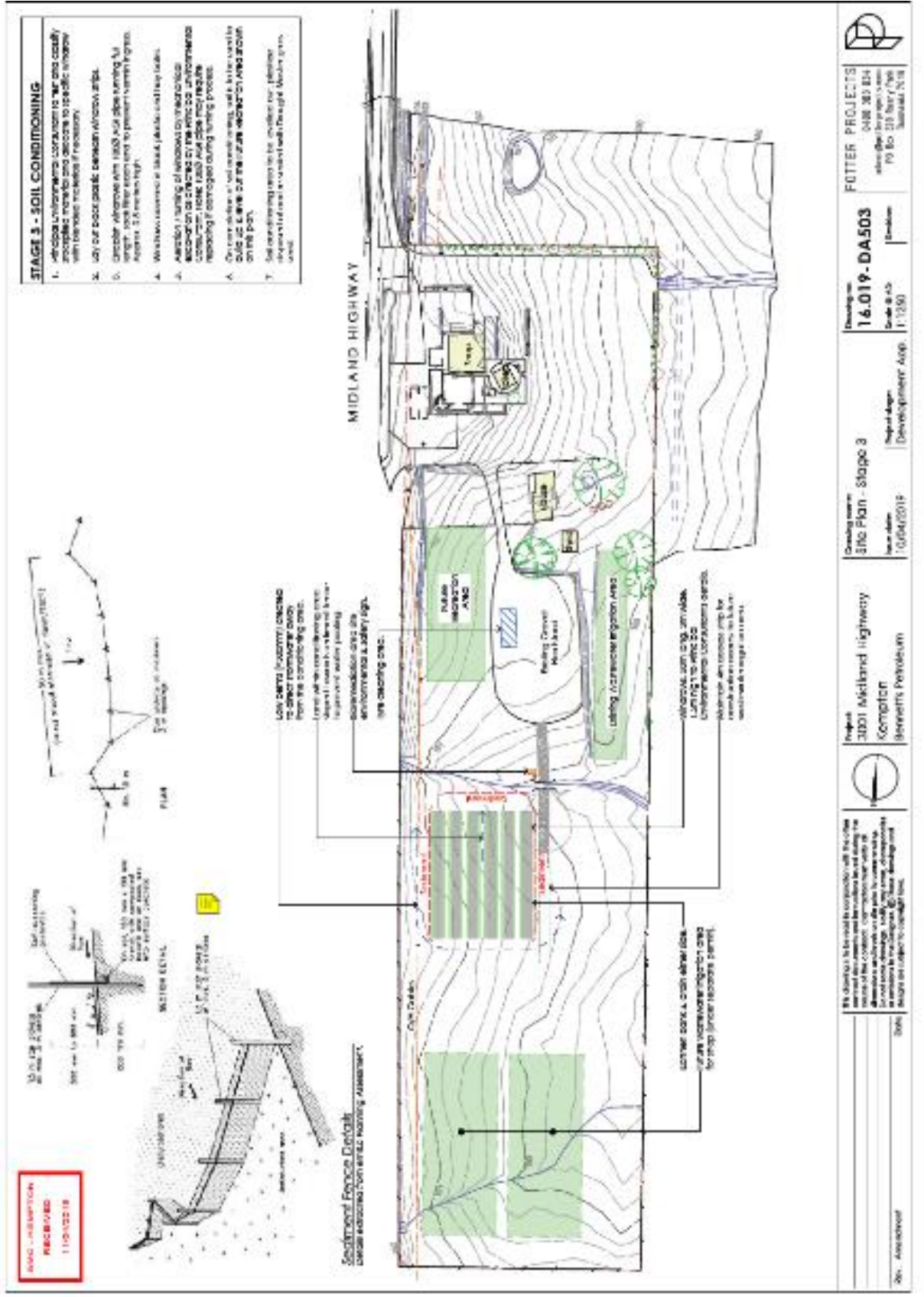


**Sediment Fence Details**  
Details extracted from emc Planning Assessment.



<p>SMC - KEMPTON RECEIVED 11/04/2019</p>	<p>Project: 3001 Midland Highway Kempton Bennett's Petroleum</p>	<p>Drawing name: Site Plan - Stage 2</p>	<p>POTTER PROJECTS 0408 303 034 admin@potterprojects.com PO Box 320 Rosny Park Tasmania 7018</p>
	<p>Date:</p>	<p>Issue date: 10/04/2019</p>	<p>Drawing no: <b>16.019-DA502</b> Scale @ A3: 1:1250</p>
<p>Rev. Amendment</p>	<p>Project stage: Development App.</p>	<p>Revision: 1</p>	

This drawing is to be read in conjunction with the other contract documents and instructions issued during the course of the contract. Contractors must verify all dimensions and levels on site prior to commencing work. The design is subject to copyright laws.



**FUTTER PROJECTS**  
 0161 851 814  
 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000.





10 April 2019

**TO:** Jacqui Tyson,  
Senior Planning Officer  
Southern Midlands Council

**FROM:** Simon Chislett, Principal Environmental Engineer,  
Certified Environmental Practitioner, Site Contamination Specialist (CEnvP CS)  
Environmental Management & Consulting Pty Ltd (EM&C).

**Cc:** David Kamprad, Chief Operations Officer, Bennett's Petroleum Supplies  
Michael Potter, Potter Projects

**SITE:** Bennett's Kempton Mood Food

**SITE ADDRESS:** 66 Regent Street, Sandy Bay, Tas & 3001 Midland Highway, Kempton, Tas

**RE: Addition to Planning Permit for 3001 Midland Highway**

---

Bennett's Petroleum Supplies (Bennett's) intend to recycle soil excavated from one of their sites in Sandy Bay at their site in Kempton, located at 3001 Midland Highway. The proposed plan forms a key part of Bennett's aim for sustainability across multiple sites within the state and aims to achieve the goals of the National Waste Management Hierarchy.

The intent of the project is to recycle soil which is currently contaminated with petroleum hydrocarbons (gasoline), into a soil that would be fit to use in a residential, suburban household by destroying the contaminants within the soil. This approach would classify the proposal as a Level 1 Activity, as defined by the Environmental Management and Pollution Control Act 1994, as the proposal intends to treat the soil for later onsite disposal/reuse as clean fill.

The proposal will see approximately 660m<sup>3</sup> of soil transported to and recycled at the Bennett's Kempton site, where it will remain for up to two years, covered under black plastic. It is expected however, that the recycling process will take far less time than this. The recycling process will destroy the contaminants within the soil via natural composting processes, similar to what occurs in a domestic garden compost. Just like a typical garden compost, some amendments may be required, such as both brown (carbon) and green (nitrogen) inputs to accelerate the process.

**What is involved?**

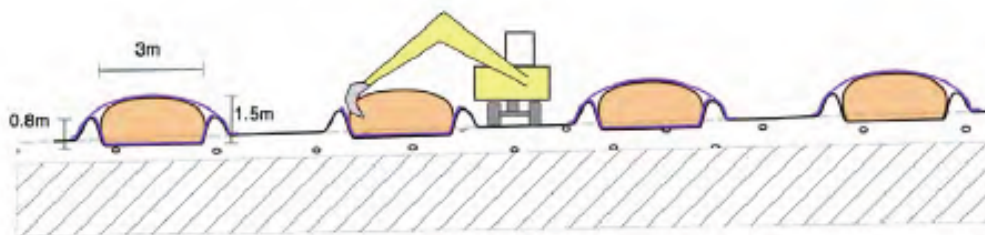
The soil will be transported to the Kempton site and stockpiled into multiple piles. A team of scientists will take samples of the soil stockpiles to determine the exact treatment methodology required. Once this is determined, the soil recycling area will be prepared. This will be done by creating shallow troughs within the paddock and lining them with a plastic membrane, to prevent anything leaching



out of the soil stockpiles into the native soil. Once lined with plastic, the soil will be backfilled into the lined trenches, whilst blending in any of the required amendments. Once the troughs are full of soil, they will be covered with more black plastic sheeting, before being weighted down. The top sheeting will prevent dust escaping from the stockpiles, rainwater getting into the piles, and soil eroding from the piles.

Intermittently, an excavator will aerate the long thin piles (called windrows) by lifting them up and dropping them back into place, incorporating as much oxygen into the pile as possible. After each turning process, the soil stockpiles will be sampled to determine if they have been recycled to a standard suitable for re-use. A cross section diagram is included below. The purple lines represent a plastic membrane.

Once the soil is determined to be fit for re-use, Bennett's Environmental Consultant will confirm with the Tasmanian Environmental Protection Authority (EPA) the suitability of the soil for re-use. It will then be spread out in the appropriate areas.



Once the recycled soil has been moved to the intended re-use area, the plastic sheeting will be removed, and the trenches smoothed over. The recycling area will then be tested to ensure that no contaminants remain.

**Why is this process needed?**

Currently, the soil isn't suitable for re-use without recycling. Often in this circumstance, soil is excavated, loaded into trucks and taken to a landfill for burial, even though it can be recycled into soil suitable for reuse. Also, unlike carting the soil directly to a landfill, the proposed process will actually destroy the contaminants within the soil, turning the petroleum products predominantly into carbon dioxide.

As part of their intended plan for the Kempton Mood Food site, Bennett's intend on constructing a recreation area. The creation of this recreation area will require the importation of a large quantity of topsoil just to level out the proposed area.

Rather than importing fill from an offsite source, Bennett's intend on reusing the recycled soil, resulting in:

1. Destroying the contaminants in the soil
2. Diverting soil from landfill, where it is to be buried
3. Greatly reducing the need to import extra topsoil for the creation of a recreation area.



**Are there any environmental concerns associated with this project?**

As the soil is currently contaminated with short chain length hydrocarbons, there are certainly environmental considerations that need to be addressed. Bennett's, working with their Environmental Consultant will ensure that the intended process complies with all the requirements of the EPA. The intended works will only be allowed to proceed under an approval granted by the Director of the EPA, who will assess the proposal based on its merits and the proposed methods to control the risks in dealing with contaminated soil.

A copy of the proposed environmental controls have also been supplied to the Southern Midlands Council.

If you have any questions about the above, please don't hesitate to contact me on 0428 288 258.

Regards,

Simon Chislett

Director, Principal Environmental Engineer, CEnvP SC (EIANZ)

M: 0428 288 258, E: [simon@enviromac.com.au](mailto:simon@enviromac.com.au)



**ATTACHED**

- **STATEMENT OF LIMITATIONS**



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The results of this assessment are based upon site inspection conducted by EM&C personnel, information from interviews with people who have knowledge of site conditions and information provided by regulatory agencies. All conclusions and recommendations regarding the property are the professional opinions of the EM&C personnel involved with the project, subject to the qualifications made above.

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From a technical perspective, there is a high degree of uncertainty associated with the assessment of subsurface, aquatic and atmospheric environments. They are prone to be heterogeneous, complex environments, in which small subsurface features or changes in geologic conditions or other environmental anomalies can have substantial impact on water, air and chemical movement.

Major uncertainties can also occur with source characterization assessment of chemical fate and transport in the environment, assessment of exposure risks and health effects, and remedial action performance. These factors make uncertainty an inherent feature of potentially impacted sites. Technical uncertainties are characteristically several orders of magnitude greater at impacted sites than for other kinds of projects.

EM&C's professional opinions are based upon its professional judgment, experience, and training. These opinions are also based upon data derived from the limited testing and analysis described in this report. It is possible that additional testing and analysis might produce different results and/or different opinions or other opinions. EM&C has limited its investigation(s) to the scope agreed upon with its client. EM&C believes that its opinions are reasonably supported by the testing and analysis that has been undertaken (if any), and that those opinions have been developed according to the professional standard of care for the environmental consulting profession in this area at this time. Other opinions and interpretations may be possible. That standard of care may change and new methods and practices of exploration, testing and analysis may develop in the future, which might produce different results.

EM&C is not in the business of providing legal advice.





22 March 2019

**TO:** Michael Potter,  
Potter Projects

**FROM:** Simon Chislett, Principal Environmental Engineer,  
Certified Environmental Practitioner, Site Contamination Specialist (CEnvP CS)  
Environmental Management & Consulting Pty Ltd (EM&C).

**Cc:** David Kamprad, Chief Operations Officer, Bennett's Petroleum Supplies

**SITE:** Bennett's Kempton Mood Food

**SITE ADDRESS:** 66 Regent Street, Sandy Bay, Tas & 3001 Midland Highway, Kempton, Tas

**RE: Addition to Planning Permit for 3001 Midland Highway**

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Bennett's Petroleum Supplies (Bennett's) have recently applied to the Tasmanian Environmental Protection Authority for an *Environmental Approval* to handle controlled waste under Regulation 12 of the Environmental Management and Pollution Control (Waste Management) Regulations 2010. The proposed plan forms a key part of Bennett's aim for sustainability across multiple sites within the state and adopts the National Waste Management Hierarchy.

The intent of the project is to recycle soil which is currently contaminated with petroleum hydrocarbons, into a soil that would be fit to use in a residential, suburban household by destroying the contaminants within the soil.

The recycling project will reduce the quantity of soil that would otherwise be required to import to complete Bennett's upgrade program at the Kempton site.

The proposal will see up to 1155m<sup>3</sup> (however likely to only be 20% of this) of soil transported to and recycled at the Bennett's Kempton site, where it will remain for up to two years, covered under black plastic. The recycling process will destroy the contaminants within the soil via natural composting processes, similar to what occurs in a domestic garden compost.

The proposed process is described in detail below.

#### INTRODUCTION

In late 2018, Bennett's acquired the Caltex branded service station located at 66 Regent Street Sandy Bay. As part of their commitment to the elimination of contamination across each of their sites within Tasmania, Bennett's have committed to replacing the current site underground infrastructure, in accordance with environmental legislation, EPA policy documents and Australian Standards.

In addition to replacing the current infrastructure at the Sandy Bay site, Bennett's wish to remove secondary sources of ongoing pollution – contaminated soil surrounding the current infrastructure



which has been identified through previous environmental site assessment works completed since 2010.

Typically, in this scenario, contaminated soil is sent to a controlled waste landfill for burial. This process does not remove the contaminants from the soil, it only contains them within a landfill cell – a process which should only be performed if there are no alternatives. Ideally, the recycling of soil occurs at the site where it became contaminated, however this is not always possible due to the available space and the time required to complete the recycling process.

The process intended for the soil once it reaches the Kempton site is described in detail below, however in summary it involves:

- Establishment of environmental controls
- Creation of enhanced windrows (long thin soil stockpiles)
- Performance monitoring; and finally, following confirmation of the remediation goal,
- Spreading of soil at the required area.

This application will make reference to multiple parties who will be involved with the UTMP process. An individual entity may end up taking on the role and duties more than one party noted below at the discretion of the principal contractor, Bennett's Petroleum:

- Principal Contractor: Bennett's Petroleum
- Principal Environmental Consultant:
  - Responsible for environmental condition monitoring (VOCs) at the Regent St site;
  - Responsible for excavated soil stewardship; and
  - Responsible for the soil recycling at the Kempton facility.
- UPSS Excavation Environmental Consultant:
  - Guiding excavation of USTs and source removal at the Regent St Site;
  - Collection of excavation validation samples; and
  - Provision of documentation pertaining to the decommissioning of USTs
- Civil Contractor:
  - Oversee and implement the excavation of soil, removal of USTs and reinstatement of the site according to the redevelopment plans.
- Haulage Contractor:
  - Transport of contaminated soil to the recycling facility.
- Recycling Contractor
  - Implement the recycling process through the use of earthmoving equipment, working alongside the Principal Environmental Consultant.

A number of Management plans have been drafted for the UTMP, which includes the recycling of soil



at the Kempton site. These management plans have been prepared for and submitted to the Tasmanian Environmental Protection Authority for scrutiny. These have also been included within Appendix A of this document in an attempt to provide additional information to the Southern Midlands Council. Not all of the information contained within the Management Plans may be required for consideration by Southern Midlands Council, however they have been included in an attempt to provide assurance that the process has been well thought out and will be conducted in a controlled manner.

**SOIL REMOVAL**

As mentioned above, Bennett’s intend to remove the current Underground Petroleum Storage System (UPSS) infrastructure at the Sandy Bay site, and to the extent practicable remove contaminated soil.

Bennett’s wish to act in accordance with the *Tasmanian Waste and Resource Management Strategy* (2009) and intend to ensure the waste management decision hierarchy is followed to optimise environmental outcomes associated with waste management that arise as part of the UTMP for the Sandy Bay site.

In preparation for the commencement of the UTMP, Bennett’s intend to utilise the Waste Management Hierarchy, adopting preferred methods (avoidance, reduction etc) before seeking less desirable methods (disposal to landfill). The process is conceptualised in Figure 1 below.

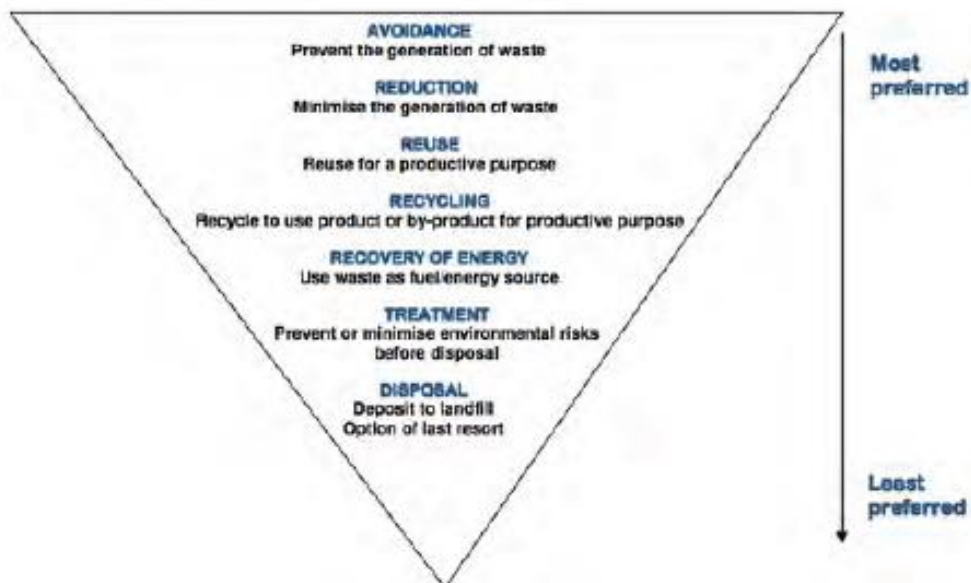


Figure 1: The Waste Management Hierarchy concept, Source: The Tasmanian Waste and Resource Management Strategy (Department of Environment, Parks, Heritage and the Arts, June 2009).



#### **UTMP PROPOSED PROCESS**

##### **Avoidance – Prevent the generation of waste**

The UTMP program as a whole is aimed at avoiding the generation of waste, by preventing contaminants leaching into the receiving soil.

The Sandy Bay site has been owned and operated as a retail petroleum outlet by a third party since at least 1965 and therefore the potential for pollutant reduction has been outside of Bennett's control for the last 50+ years, until they purchased the site in 2018.

Following the purchase of the Sandy Bay site in late 2018, Bennett's immediately instigated a UTMP for the site, which involves the replacement of the current UPSS infrastructure, some of which dates back to 1965 with a new, double lined containment system, constructed of materials invulnerable to corrosion (plastics and fibreglass).

##### **Reduction – Minimise the generation of waste**

Previous environmental assessment at the Sandy Bay site provides some lateral delineation of the intended excavation footprint, which can be used to target areas of known contamination, and hence contaminated soil requiring management. Bennett's intend to remove soil from site that, poses an unacceptable level of risk to human health and the environment in its current land setting. Some overburden may also be excavated during the UTMP to facilitate contaminated soil removal.

The quantity of soil removed from the Regent Street site will be at the discretion of the UPSS Excavation Environmental Consultant (external to EM&C), who will be guided by the concentration of contaminants within obtained soil samples.

##### **Reuse – Reuse for a productive purpose**

As Southern Midlands Council are no doubt aware, Bennett's are in the process of redeveloping their site on the outskirts of Kempton, located at 3001 Midland Highway. Following the intended recycling process (detailed below), Bennett's intend to use the recycled, now clean and fit for use, soil as fill to level out an area intended to be used as a recreation/sports area.

An additional benefit brought about by the intended the reuse of the soil excavated from the Sandy Bay site is that it will reduce or eliminate the need for Bennett's to import additional fill material from other sources to complete the sports/recreation area project at the Kempton site.

##### **Recycling – Recycle to use product or by-product for productive purposes**

Bennett's intend on utilising a multi-step process to recycle the soil at the Kempton site. Under the supervision and direction of the Principal Environmental Consultant, the following processes are proposed for the recycling process, following the excavation and transport of soil to the Kempton site:

1. Recycling area site establishment

Prior to the receipt of any soil at the Kempton Recycling Terminus, control mechanisms are to be implemented (see Management Plans included within Appendix A) to control the hazards associated





with the proposed works.

#### 2. Segregation and stockpile characterisation

As soil is received at the Kempton Recycling Terminus, it is to be segregated into stockpiles based on the apparent level of contamination as determined via field monitoring techniques. Once the transport phase of the Sandy Bay UTMP is complete, the stockpiles at the Kempton Recycling Terminus will be sampled and analysed for contaminants of potential concern (COPCs).

#### 3. Primary aeration of stockpiled soils

Following the receipt of stockpile soil sample results, stockpiles requiring treatment will be aerated to incorporate as much oxygen into the soil profile as possible and to break up any clumps of soil with the intention of creating an environment suitable for composting microorganisms.

#### 4. Blending required amendments into stockpiles – Discretionary

Depending on the results obtained during step 2, it may become evident that the soil to be recycled requires additional, natural means of maintaining the porosity of the soil, nutrients, or a boost to the microorganisms naturally present within the excavated soil. In such a case, organic amendments will be blended into the stockpiles.

Typical amendments may include woodchips (aiding porosity), fresh green waste (aiding nutrient availability) and animal manure (enhancing microorganism populations). Other amendments may be considered, however the use of any amendment should consider any pollutant which may be present within the amendment, such as heavy metals within fish waste for example. In such cases it may be appropriate to obtain samples for analytical assessment prior to incorporation into the soil stockpiles.

#### 5. Enhanced windrow construction – Incorporating passive aeration vapour extraction

Windrows should be constructed to both enhance and expediate the composting process. Constructing the windrows with a perforated pipe running through the length will achieve this goal through facilitating enhanced aeration/vapor extraction, while requiring no active energy input.

#### 6. Compositing through enhanced windrows

Windrow construction should allow for the capture of solar energy to heat and enhance the composting processes. Windrows should be covered with a waterproof membrane to prevent the ingress of water, while providing a surface amenable to harnessing renewable solar energy. Covering the windrows with 200µm thick black plastic will achieve both of these goals and is typically used in windrow construction.

#### 7. Validation sampling

The concentration of COPCs identified during the initial stockpile classification process (step 2 above),



will determine the timeframe for performance monitoring of the enhanced composting windrows planned for the Kempton Recycling Terminus. It is reasonable to estimate that the enhanced windrows will be sampled two months following construction. Additional sampling events to determine the degradation rate of COPC will be made at the discretion and requirement of Bennett's, or the advice of their appointed Principal Environmental Consultant.

8. Windrow deconstruction and spreading of recycled soil for beneficial use

Following the receipt of validation results indicating that soil within the enhanced windrows are suitable for reuse as levelling fill at the Kempton Recycling Terminus, the recycled soil will be moved to the required location on the Kempton site.

Recovery of energy – Use Waste as fuel/energy source

Due to the recycling of soil via microbial metabolism, the oxidation (burning) of contaminants in an effort to generate electrical energy is not required. The energy liberated during the biological degradation of the COPCs within the excavated soil will not be completely lost or dissipated however. The metabolic energy released will accelerate further degradation due to the exothermic nature of aerobic metabolism within the composting windrows. This will remove any requirement for an external heating source for the windrow (other than the passive solar described above).

Treatment – Prevent or minimise environmental risks before disposal

Recycled soil will not require treatment prior to disposal, as the previously contaminated soil will have been recycled into a useful growing medium (or fill) by the naturally occurring microorganisms within the soil profile. As such, there is no risk that following the recycling process, contaminants remobilise which can occur with other remediation methodologies such as stabilisation, as the COPCs have been metabolised (destroyed) during the bioremediation process.

Disposal – Deposit to landfill – Option of last resort

This option is not required, as the soil will be recycled to a standard where it is fit for re-use at the Kempton site.

**PROPOSED COPC VALIDATION GOAL**

The Kempton site is located along the Midland Highway, on a site that is currently used for both a commercial/industrial (service station) and a residential purpose. Bennett's intend on recycling the soil to create a level area for recreational purposes. As such, the appropriate land use setting applicable for the reuse area under the National Environment Protection (Assessment of Site Contamination) Amendment Measure 2013 would be recreational/ public open space. Bennett's acknowledge the sensitive surrounding receptors including the onsite residence (a tenant of Bennett's) and surrounding farmland, and therefore propose to recycle the soil to a standard



consistent with Low Density Residential.

If you have any questions about the above, please don't hesitate to contact me on 0428 288 258.

Regards,

Simon Chislett

Director, Principal Environmental Engineer, CEnvP SC (EIANZ)

M: 0428 288 258, E: [simon@enviromac.com.au](mailto:simon@enviromac.com.au)



#### ATTACHED

- STATEMENT OF LIMITATIONS

#### APPENDICIES

- Appendix A: Environmental Management Plans



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## Appendix A

### Environmental Management Plans

Management Plan 001:	Contaminated Soil/Water Management Plan
Management Plan 002:	Contaminated Vapour/Air Management Plan
Management Plan 003:	Dust and Odour Management Plan
Management Plan 004:	Leachate, Sediment and Runoff Management Plan
Management Plan 005:	Noise Management Plan
Management Plan 006:	Soilid and Liquid Waste Management Plan
Management Plan 007:	Imported Material Management Plan





## Management Plan 001

### Contaminated Soil/Water Management Plan

**Objective:**

To minimise the risk posed by potentially contaminated soil or water contaminants to onsite workers during the excavation, transport and soil recycling.

Note: Environmental considerations are contained within Management Plan 004 – Leachate, Sediment and Runoff Management Plan.

**Hazard:**

The following contaminants may be present at the site in the form of contaminated soil or water, at concentrations above background levels:

- TPH (Petroleum Hydrocarbons/Fuel)
  - Due to the identified site history and TPH being identified during the previous assessment works.
- MAH (Monocyclic Aromatic Hydrocarbons)/ BTEX (collectively benzene, toluene, ethylbenzene and xylenes)
  - Due to the identified site history, and MAHs identified during the previous assessment works.
- PAH (Polycyclic Aromatic Hydrocarbons)
  - Due to the identified site history, and PAHs identified during the previous assessment works.
- Lead
  - Due to the identified site history, and lead being identified during the previous assessment works.

**LNAPL has been identified onsite within the proposed excavation area.**

**This management plan provides no advice surrounding the potential risk of fire or explosion created by the presence of LNAPL.**

**The Principal Contractor is to provide their own management plan to control this risk.**

**Human Health Protection Procedure:**

The GES Remediation Action Plan did not identify, based on the samples taken – that the assessed soil contained contaminants at a concentration above what is prescribed as acceptable for intrusive maintenance workers, which is analogous with site workers handling the soil during excavation, transport and recycling.



As a matter of precaution, the following controls should be implemented:

- Where possible, avoid personally handling onsite soil or water, even when wearing personal protective equipment (PPE)
- Use mechanical aids to handle soil and water, for example:
  - Using trowels rather than hands to scrape small quantities of soil away
  - Use mechanical plant/earthmoving equipment for large quantities of soil
  - Use pumps to move water in preference to dunking buckets into water bodies
  - Wear task specific PPE. The type will be selected by the Civil Works Contractor, however the following doctrine should be considered when selecting appropriate PPE:
    - Gloves selected should always be task specific.
      - When there is potential for hands to come into contact with onsite water (such as water that has been sitting within an excavation) waterproof/resistant gloves should be selected in preference to cut resistant gloves.
      - Chemical resistant gloves should be used when handling chemicals, rather than purely water-resistant gloves
      - Safety glasses should be worn where there is a chance for splashes to workers. Face shields may be required in certain circumstances

It should be noted however that unexpected contamination finds from other sources may occur, in which case the subsequent processes should apply. Some examples of observations requiring further assessment include:

- Observation of leaking chemical containers within the work area;
- Observation of either confirmed or suspected asbestos, or asbestos containing material (ACM); or
- Spill of chemicals used onsite, causing the chemical to become exposed to the atmosphere, soil or water.

Should an unexpected contamination find occur, the UPSS Excavation Environmental Consultant should be contacted immediately.

For the purpose of environmental sample collection, confined spaces are not to be entered. Where necessary samples shall be collected with either the aid of hand augers with extendable bars or with the assistance of an excavator or other mobile plant.

Should excavation extent validation sampling identify that contamination is present at concentrations exceeding what is deemed to be acceptable within the NEPM as advised by the UPSS Excavation Environmental Consultant, further controls may be needed and a risk assessment should be performed to identify and document these requirements.



***Health and Safety Procedure at Recycling Terminus***

The GES Remediation Action Plan has identified LNAPL onsite, as well as petroleum contaminants above soil saturation concentrations. This identifies the potential for the soil to catch fire or explode.

The risk of fire or explosion at the recycling terminus should be controlled by, treating the recycling facility as an operating fuel distribution outlet, adopting the minimum controls outlined with Workplace Clearance for Group (WPCG), Work Clearance Procedures. The WPCG system has been adopted as a standard risk assessment and abatement system by Caltex, BP and Viva (Shell) since 2011.

The WPCG work clearance procedure requires site works to be managed by a trained WPCG risk assessor and will ensure site workers risk assess their proposed works on a daily basis. The procedure includes prompts for further permits if required. Further information regarding the WPCG work clearance system can be found at <https://wpcg.com.au/>

Below is the hazardous area map for service stations, prepared by WPCG. For excavated soil, EM&C suggest the adoption of a 4m hazardous area radius, consistent with tank fill/dip points is appropriate due to contaminants within the soil exceeding saturation concentrations (indicating potential free phase petroleum).





## SERVICE STATION HAZARDS MAP

DISTANCES SHOWN ARE BASED ON THE CLASSIFICATION OF HAZARDOUS AREAS AS CONTAINED IN AUSTRALIAN STANDARD AS/NZS 60079.10.1:2009. THIS MAP DOES NOT CONTAIN EVERY PROVISION OF THE STANDARDS THAT MAY APPLY ON A SERVICE STATION. FOR ADDITIONAL INFORMATION CONTRACTORS SHOULD REFER TO THE RELEVANT PART OF AS/NZS 60079.10.1:2009

FOR PURPOSES OF CLARITY, THE VERTICAL EXTENT OF THE HAZARDOUS AREAS IS NOT SHOWN ON THIS MAP. FOR WORK CLEARANCE PURPOSES, WORK AT ANY HEIGHT WITHIN THE SITE BOUNDARY THAT HAS THE POTENTIAL TO CAUSE AN IGNITION SOURCE TO ENTER THIS AREA WILL REQUIRE THE CONTRACTOR TO CONTACT THE COMPANY REPRESENTATIVE.

THE EXTENT OF THE HAZARDOUS AREA IS SHOWN UNDER YOUR ASSESSMENT BUT MUST NOT BE LESS THAN THE DISTANCES SHOWN.

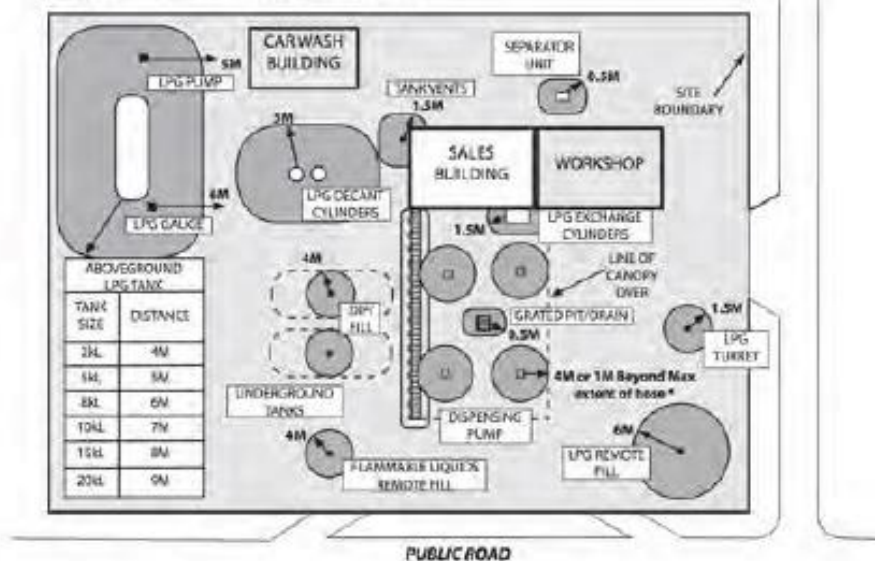
THE EXTENT OF THE HAZARDOUS AREA IS SHOWN THUS:



THE EXTENT OF THE AREA WITHIN THE SITE BOUNDARY IS SHOWN THUS:



THE SALES BUILDING IS AN EXCLUDED AREA



\* FOR TANKS LARGER THAN 20KL CONTACT COMPANY REPRESENTATIVE \* WHICHEVER IS THE GREATER

**SMOKING IS NOT PERMITTED ON SITE**

WPCS\_55M42\_03 05/08/2018



## Management Plan 002

### Contaminated Vapour/Air Management Plan

**Objective:**

To minimise the risk posed by potentially contaminated vapours/airborne contaminants to workers.

**Hazard:**

The following contaminants may be present at the site in vapour/particulate form, at concentrations above background levels:

- TPH (Petroleum Hydrocarbons/Fuel)
  - Due to the identified site history and TPH being identified during the previous assessment works.
- MAH (Monocyclic Aromatic Hydrocarbons)/ BTEX (collectively benzene, toluene, ethylbenzene and xylenes)
  - Due to the identified site history, and MAHs identified during the previous assessment works.
- PAH (Polycyclic Aromatic Hydrocarbons)
  - Due to the identified site history, and PAHs identified during the previous assessment works.
- Lead
  - Due to the identified site history, and lead being identified during the previous assessment works.

Other airborne contaminants may be present and should be considered by the Principal Environmental Consultant based on onsite observations.

The material to be encountered during the project has contamination levels **not anticipated to cause adverse effects to human health provided that standard precautionary measures are taken in the handling of these materials.**

This conclusion is made based on the GES Remediation Action Plan not identifying, based on the samples taken - soil containing contaminants at a concentration above what is prescribed as acceptable for intrusive maintenance workers, which is analogous with site workers handling the soil during excavation, transport and recycling.

The main pathways of contaminants entering the body are through inhalation, digestion and absorption so through implementing good work practices, the potential for contact with these is minimal.



***Vapour Management Procedure:***

As a safety management tool, Lower Explosive Limit (LEL) monitoring is required to be undertaken as part of this project, during the excavation, loading for transport, unloading and recycling, based on the level of volatile organic compounds identified within the RGP. Monitoring is to be conducted by a qualified atmospheric gas tester (completed MSMWHS217).

The Principal Environmental Consultant will determine the requirement for VOC monitoring throughout the UTMP project based on onsite conditions.

***Action Levels and Additional Material:***

It should be noted that unexpected contamination finds may occur, in which case the subsequent processes should apply. Some examples of contamination requiring unanticipated air/vapour assessment include:

- Observation of leaking chemical containers within the excavation area;
- Observation of either confirmed or suspected asbestos, or asbestos containing material (ACM);
- Spill of chemicals used onsite, causing the chemical to become exposed to the atmosphere;  
and
- Observation of an unexpected chemical odour in soil or groundwater within the works area

Should an unexpected contamination find occur, the Principal Environmental Consultant should be contacted immediately. The following action levels and response criteria are presented with appropriate control measures. Monitoring is to be conducted continuously in the designated work area. Action level exceedances are to be recorded.

For the purpose of environmental sample collection, confined spaces are not to be entered. Where necessary samples shall be collected removed with either the aid of hand augers with extendable bars or with the assistance of an excavator or other mobile plant.



**Vapour Action Levels**

Meter/ Action Limit	Location	Duration	Action
LEL Meter - <5 % of lower explosive limit (LEL)	Ambient air in work area	Instantaneous	Continue monitoring.
LEL Meter - >5 % of LEL	Ambient air in work area	Instantaneous	Stop work; move upwind while vapours dissipate. Investigate source if safe to do so. If elevated levels remain, evacuate upwind and notify the principal contractor.
PID - >50ppm VOCs	Ambient air in work area	Instantaneous	Stop Work and notify the Principal Contractor. Unsafe conditions may be present which need additional safety control in place before recommencing work.
LEL Meter: <18% Oxygen Carbon Monoxide 30ppm Hydrogen Sulphide 10ppm	Excavation/ Pits	Instantaneous	No entry into pits. Atmosphere is unsafe. If these readings are also in the ambient air in the work zone evacuate upwind and notify the Principal Contractor.

Should asbestos containing materials be identified at the excavation site, the Principal Contractor is to be contacted immediately. Strict adherence with regulatory guidelines will be required to ensure that no asbestos fibres are released into the atmosphere. Onsite workers are to be alerted to the presence of ACM.

If ACM is found, air quality monitoring for asbestos fibres will be undertaken at the boundaries of works being conducted (or as determined by the Occupational Hygienist engaged by the Principal Contractor to conduct the monitoring) during the asbestos removal works. Monitoring locations will be dependent on the site activities and environmental conditions.



## Management Plan 003

### Dust and Odour Management Plan

**Objective:**

The objective is to minimise dust and/or offensive odours originating from site activities, including wind-blown and traffic generated dust.

**Hazard:**

The following contaminants may be present at the site in vapour/particulate form, at concentrations above background levels:

- TPH (Petroleum Hydrocarbons/Fuel)
  - Due to the identified site history and TPH being identified during the previous assessment works.
- MAH (Monocyclic Aromatic Hydrocarbons)/ BTEX (collectively benzene, toluene, ethylbenzene and xylenes)
  - Due to the identified site history, and MAHs identified during the previous assessment works.
- PAH (Polycyclic Aromatic Hydrocarbons)
  - Due to the identified site history, and PAHs identified during the previous assessment works.
- Lead
  - Due to the identified site history, and lead being identified during the previous assessment works.
- Degraded Organic Material
  - Additional sources of microbes and/or nutrients may be required as part of the composting process. The imported material has the potential to release offensive odours.

Other airborne contaminants may be present and should be considered by the Principal Environmental Consultant.

**Dust and odour Management Procedure:**

Excavation of soil contaminated with petroleum hydrocarbons will liberate volatile organic compounds (VOCs), many of which exhibit an unpleasant odour, even at levels below health and safety action levels. At such levels, odour control should be considered.

The following controls are to be mandatory during each stage of the UTMP:

- Covering stockpiles with plastics sheets/tarpaulins and weights outside of work hours. If stockpiles are not actively being worked during work hours, covers should remain in place, covering the stockpile.





- Covering soils in haulage trucks prior to leaving the Regent Street site to reduce dust and offensive odours impacting receptors along the transport route.

Despite the implementation of the controls listed above, additional actions may be required. Greater dust and odour control can be achieved by applying one or more of the following actions as deemed appropriate by the Principal Environmental Consultant, or mandated by the satisfaction of either of the two trigger scenarios listed within the Deployment of Odour Suppressant Procedure (on the following page) below:

- Application of water to soils during; excavation, blending, turning, loading and stockpiling activities to suppress the emission of dust from the work zone.
- Works generating the dust emissions will cease, so that emissions of visible dust cease.
- Asphalt and concrete paved areas will be maintained for as long as reasonably practical during excavation works to minimise the extent of exposed soil, facilitating the generation of dust both on and off site.
- Unsealed haul roads to be appropriately sealed/wetted to prevent dust generation.
- Enforce speed limits for vehicles onsite.
- Equipment will be operated in a proper, efficient and correct manner which includes proper maintenance in order to minimise exhaust emissions.
- The areas exposed during demolition (dust or odour generating) at any one time will be minimised wherever possible by undertakings works in a localised progressive manner over the site.
- Weather forecasts will be checked daily to program works for the following day. Where possible avoiding excessively windy days
- Erection of dust screens along the perimeter of the work area, or in some instances along the site perimeter.
- Odour emissions from the site which could adversely affect air quality, or the amenity of the local area are to be monitored. Should monitoring warrant further mitigation measures, deployment of an of odour suppressant within the works zone will be required to minimise potential odours associated with the works. Odour suppression deployment is discussed in further detail below.
- If the control measures identified in this procedure are not successful in preventing offensive levels of odour or dust leaving the site, fieldworks will cease until the levels reduce to acceptable levels, or until more effective mitigation measures can be implemented.



***Deployment of Odour Suppressant Procedure***

Determining when to deploy odour suppressant is to be decided on a case by case basis, taking into consideration of the strength of the odour, proximity of receptors, wind direction and velocity.

Qualitative means should be used by the Principal Environmental Consultant (odour observations and if required VOC via PID monitoring) to determine the requirement for odour suppressant to control a potential nuisance. Alternatively, should a complaint be made to the work crew during excavation, or during the recycling process, odour suppressant should be deployed.

Hydrocarbon odour suppressant must be available at both the Regent Street site prior to the commencement of the UTMP and at the recycling terminus. Onsite Principal Contractor staff must be aware of how to deploy the odour suppressant which must include knowledge of:

- When to deploy odour suppressant;
- Dilution procedures; and
- Deployment procedures.

Application methods for odour suppressant should be situation specific and will be determined based on the strength of the odour, proximity of receptors, wind direction and velocity. The Principal Contractor will be responsible for determining the appropriate means of application. Some methods of application are listed below, in order from least effective to most effective

1. Point source application through hand-held, hand pumped misting devices
2. Mechanically pumped directional misting hoses
3. Periodically operated boundary spray systems
4. Continuously operated boundary spray systems

***Receptor Identification:***

The following aerial photographs identify local receptors, and their susceptibility to odour and/or airborne particulates.



Regent Street Excavation Site: Orange fill indicates the redevelopment site. Green fill indicates residential use.





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Kempton Recycling Facility: Orange fill indicates the operational service station and the vacant grassland. Green fill indicates residential use, purple agricultural land.



## Management Plan 004

### Leachate, Sediment and Runoff Management Plan

**Objective:**

To minimise stockpile leachate and prevent soil erosion leading to contaminants leaving the controlled work area.

**Procedure:**

Sediment may be generated on site by the erosion of exposed areas (such as excavations) and stockpiles. The Principal Contractor is responsible in ensuring that the Civil Works Contractor and Recycling Contractor ensure migration of sediment outside of the work area is prevented from their respective work areas.

Stockpile leachate if left uncontrolled will migrate vertically through the stockpile and into the underlying soil profile and potentially into groundwater.

The following controls are to be mandatory:

- Soil stockpiled at Regent Street and the Kempton Recycling Terminus are to be covered to prevent ongoing leachate generation and sediment runoff.
- Establishment of bunds (e.g. hay bales, or berms using natural soils) around soil stockpiles.
- Plastic sheets (minimum 200µm thickness) should be used as a base for the stockpile bund in unpaved areas to prevent contaminants leaching into the subsurface.
- Installation of silt fencing on the down gradient slope of the Kempton Recycling Terminus soil storage area.
- Maintain existing site boundary stormwater channels where possible to:
  - Capture site stormwater and silt runoff before it can enter adjacent roads, drains or off-site water bodies.
  - Divert up-gradient surface water flows around the Windrow area at the Kempton Recycling Terminus.
- Prior to the transport of soil from Regent Street to the Kempton Recycling Terminus, an environmental dilapidation survey is to be conducted. The survey sample density is to be consistent with AS4482.
  - No formal reporting of this survey is required
  - Following the completion of the recycling program, a similar survey is to be conducted to determine if controls have been adequate in preventing contaminant release.
  - The post works dilapidation survey is to compare obtained results against residential land use criteria.

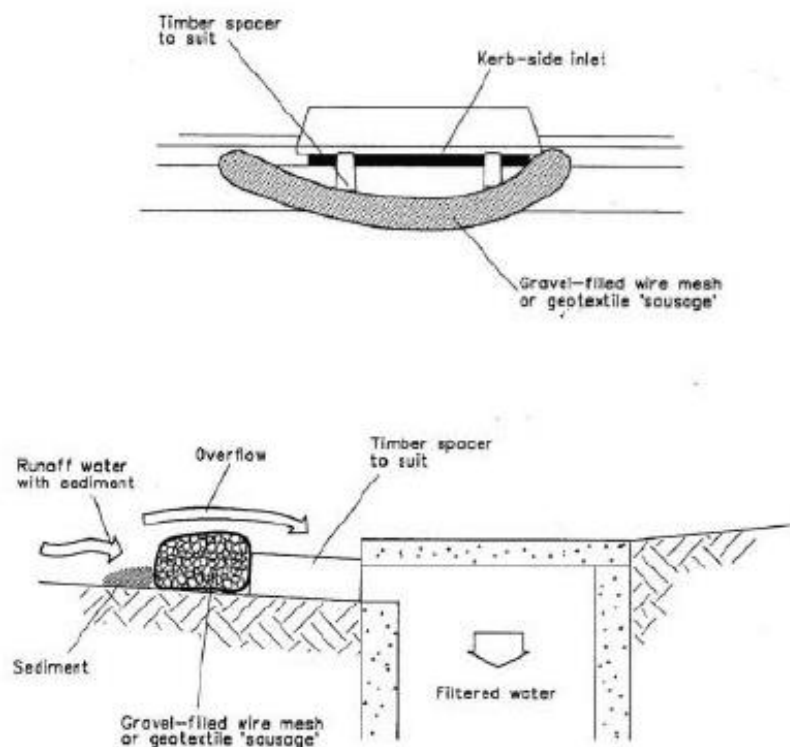


- o Should results indicate that remediation is required to reach residential land use criteria, this must be undertaken.

The following mitigation measures are provided as guidance to the Civil Contractor (in the case of the Regent St Site) and the Recycling Contractor (in the case of the Kempton Recycling Terminus). Should any turbid water be identified to be leaving the work area, one, or a combination of these mitigation measures will be mandatory to ensure the management plan objective is achieved:

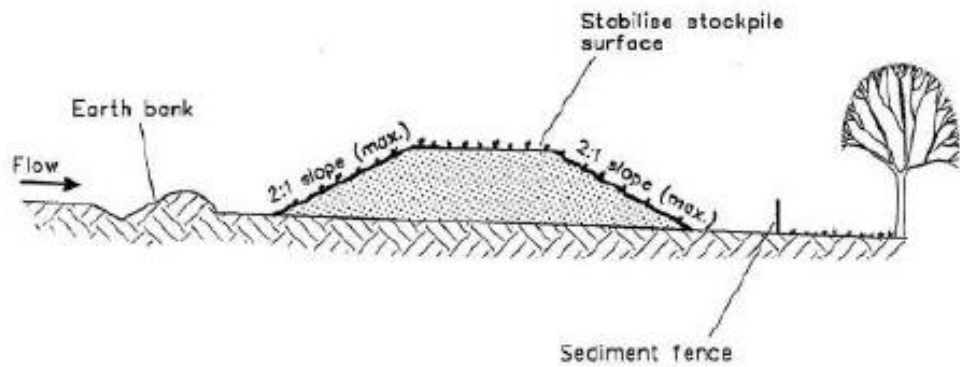
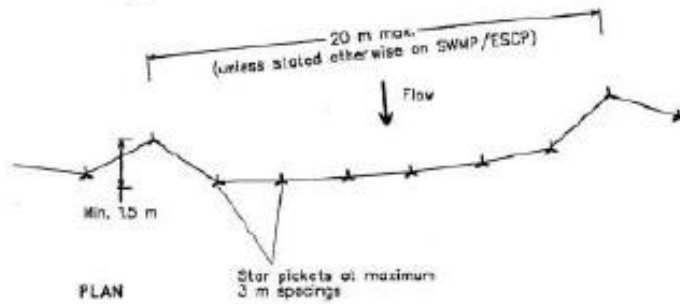
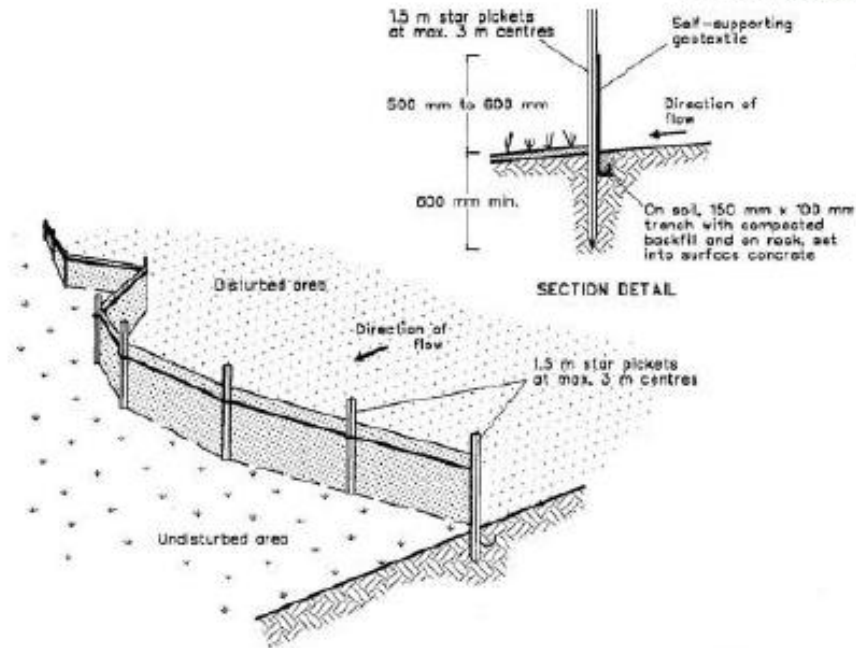
- Identification of the construction activities that could cause soil erosion or discharge sediment or water pollutants from the site.
- Identification of all storm water drains and pits on site and the assessment of required sediment controls.
- Construction vehicles will use sealed roads wherever possible to prevent any loss of load, whether dust, liquid or soils.
- All plant and vehicle tyres to be clean before exiting the recycling terminus.

Examples of sediment control options for kerb and gutter systems and stockpile management are presented below:





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## Management Plan 005

### Noise Management plan

**Objective:**

The objective is to control onsite noise as to comply with regulatory noise limits.

**Procedure:**

The Civil Contractor (in the case of the Regent St Site) and the Recycling Contractor (in the case of the Kempton Recycling Terminus) shall ensure compliance with regulatory standards along with Council noise restrictions and limited site work hours in the table below and any additional stipulated requirements of Council.

**Noise Exclusion Times within TAS**

Monday to Friday	Before 7am and after 6pm.
Saturday	Before 9am and after 6pm.
Sunday & Statutory Holidays	Before 10am and after 6pm.

The following work practices are recommended to be employed at the discretion of the Civil Contractor (in the case of the Regent St Site) and the Recycling Contractor (in the case of the Kempton Recycling Terminus). Should a complaint be received, one or more of the following control measures become mandatory.

- Where possible, all site noise sources will have a maximum operating noise level of 85db (A).
- The conditions of exhaust systems on the excavators and other heavy machinery will be quantitatively assessed to ensure that they are operating efficiently.
- If generators or pumps or other noisy equipment are required for use on the site, they will be properly shrouded to reduce emitted noise levels. It is noted that some equipment will likely be required to be operated continuously.
- An Environmental Complaints Register will be maintained to ensure that any concerns of local residents and members of the public are recorded and addressed.
- Concerns over noise generation will be communicated to all site personnel and sub-contractors during site inductions.

In the event that noise complaints are received, works will cease and the appointed Contractor or Principal Environmental Consultant will notify the Principal Contractor. The source of the noise leading to the complaint will be investigated and methodologies reviewed to mitigate the nuisance to local residents.





### Management Plan 006

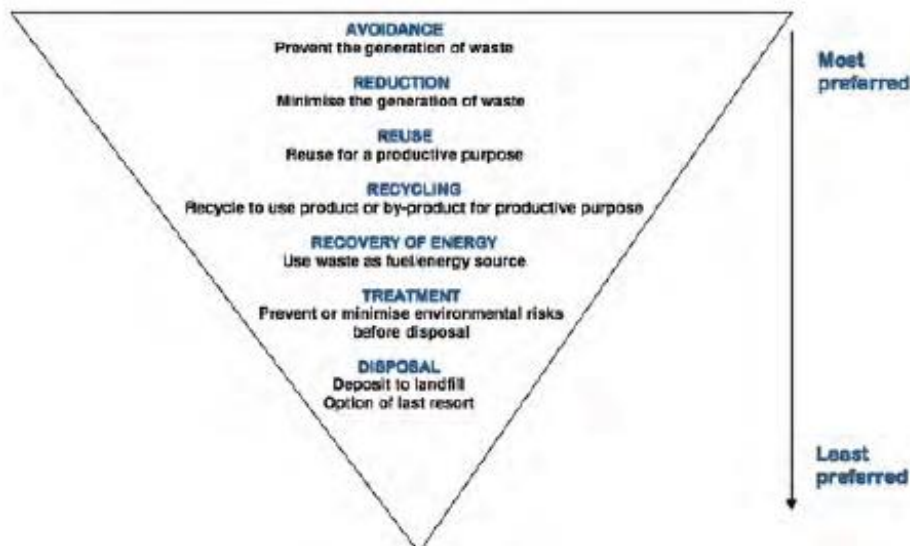
## Solid and Liquid Waste Management Plan

**Objectives:**

Ensure the waste management hierarchy is utilised to optimise environmental outcomes associated with waste management. All solid and liquid waste to be both managed, recycled for re-use or disposed of off-site in accordance with Tasmanian Waste Management Regulations.

**Procedure:**

The Principal Contractor must make decisions on waste management for both solid and liquid waste should they arise. In this situation, the Principal Contractor shall consider the hierarchy of waste control, adopting preferred methods before seeking alternative methods such as the least preferred options. The process is described below.



The Waste Management Hierarchy concept, Source: The Tasmanian Waste and Resource Management Strategy: Department of Environment, Parks, Heritage and the Arts, June 2009.

Previous investigations at the site are detailed within the RGP report. The investigation identified that certain materials need to be handled, stored and in some instances recycled or disposed of in a particular manner. There is also potential for additional waste streams to be generated during the proposed work scope, and should be managed accordingly. The two Tables on the following page detail the management options available to the Principal Contractor.



**Identified Solid and Liquid Waste Summary Options**

Waste Stream	Waste Management Options
<p>Excavated soil situated surrounding the current UST pit, or within the proposed new UST pit.</p>	<p><u>Avoidance – Prevent the generation of waste</u></p> <p>The UTMP program as a whole is aimed at avoiding the generation of waste, by preventing contaminants leaching into the receiving soil.</p> <p>Unfortunately, contaminants have already leached into the surrounding soil making avoidance not possible.</p> <p><u>Reduction – Minimise the generation of waste</u></p> <p>Previous environmental assessment at the site provides some lateral delineation of the intended excavation footprint, which can be used to target areas of known contamination, and hence contaminated soil requiring management. Bennett’s only intend to remove soil from site that:</p> <ol style="list-style-type: none"> <li>1. Poses an unacceptable level of risk to human health and the environment in its current land setting; or</li> <li>2. Contains sufficient contaminant within the soil, that it may form light, non-aqueous phase liquid (LNAPL) should it transition to liquid phase.</li> </ol> <p><u>Reuse – Reuse for a productive purpose</u></p> <p>Following the intended recycling process, it is intended that the recycled soil, now clean and fit for use, be used as fill to level out an area intended to be used as a recreation/sports area.</p> <p>An additional benefit brought about by the intended reuse of the soil excavated from the Regent Street site is that it will reduce/eliminate the need for Bennett’s to import additional fill material from other sources to construct the recreation/sports area.</p> <p><u>Recycling – Recycle to use product or by-product for productive purposes</u></p> <p>Bennett’s intend on utilising a multi step process to recycle the soil removed from the Regent Street Site into a form suitable for re-use.</p> <p><u>Recovery of energy – Use Waste as fuel/energy source</u></p> <p>Due to the recycling of soil via microbial metabolism, the oxidation of contaminants in an effort to generate electrical energy is not required. The energy liberated during the biological degradation of the COPCs within the excavated soil will not be completely lost or dissipated however. The metabolic energy released will accelerate further degradation due to the exothermic nature of aerobic metabolism within the composting windrows. This will remove any requirement for an external heating source for the windrow (other than the passive solar described above).</p>





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	<p><u>Treatment – Prevent or minimise environmental risks before disposal</u></p> <p>Recycled soil will not require treatment prior to disposal, as the previously contaminated soil will have been recycled into a useful growing medium (or fill) by the naturally occurring microorganisms within the soil profile. As such, there is no risk that following the recycling process, contaminants remobilise which can occur with other remediation methodologies such as stabilisation, as the COPCs have been metabolised (destroyed) during the bioremediation process.</p> <p><u>Disposal – Deposit to landfill – Option of last resort</u></p> <p>This option is not required, as the soil will be recycled to a standard where it is fit for re-use at the Kempton site.</p>
Groundwater within excavation	Groundwater has been identified within previous environmental assessment reports to be present at a depth within the expected excavation zone. It is expected that groundwater is unsuitable for disposal directly to sewer or stormwater. Contaminated groundwater should be removed by an appropriately licensed liquid waste contractor for recycling/reuse.
Demolished Concrete footings, asphalt including minor steel reinforcement	<ul style="list-style-type: none"> <li>• Minimise area surface demolition to reduce volume of waste stream.</li> <li>• If concrete is stained and odourous, consider cleaning surface to increase disposal options.</li> <li>• Explore recycling or repurposing opportunities.</li> <li>• Dispose to landfill if no other viable options.</li> </ul>

**Potential Project Waste Stream Management**

Waste Stream	Waste Management Options
Asbestos Containing Material (ACMs)	<ul style="list-style-type: none"> <li>• Asbestos Containing Material (ACMs) have not been identified at the site to the knowledge of EM&amp;C, however every demolition/UTMP project should be prepared to manage ACMs to ensure worker and public safety is maintained.</li> <li>• Further advice on 'How to Manage and Control Asbestos in the Workplace' is provide at the Safe Work Australia web page <a href="https://www.safeworkaustralia.gov.au/system/files/documents/1810/model-cop-how-to-manage-and-control-asbestos-in-the-workplace_0.pdf">https://www.safeworkaustralia.gov.au/system/files/documents/1810/model-cop-how-to-manage-and-control-asbestos-in-the-workplace_0.pdf</a></li> <li>• Any project generated ACM waste stream shall be managed in accordance with the Tasmanian Waste Management Regulations and in accordance with WorkSafe Tasmania guidelines.</li> </ul>



## Management Plan 007

### Imported Material Management plan

#### *Objectives:*

Materials imported to the work sites will be suitable for site's intended land use as defined by the National Environment Protection (Assessment of Site Contamination) Amendment Measure 2013 and should also conform to the 'fill material' standard defined within the EPA Tasmania Information Bulletin 105 'Classification and Management of Contaminated Soil for Disposal', V3 2018.

#### Kempton:

- The Kempton site is located along the Midland Highway, on a site that is currently used for both a commercial/industrial (service station) and a residential purpose.
- Bennett's intend on recycling the soil to create a level area for recreational purposes. As such, the appropriate land use setting applicable for the reuse area under the National Environment Protection (Assessment of Site Contamination) Amendment Measure 2013 would be recreational/ public open space.
- Bennett's acknowledge the sensitive surrounding receptors including the onsite residence (a tenant of Bennett's) and surrounding farmland, and therefore propose to recycle the soil to a standard consistent with Low Density Residential.

#### Regent Street, Sandy Bay:

- The Regent Street site is located within a low density residential precinct, on a site that is currently used for a commercial/industrial, service station purpose.
- Bennett's intend remediating the site to low density residential standards (GES RGP).

#### *Procedure:*

To address the objective, imported fill or organic matter shall be either:

- Certified as virgin quarry source material (VQSM) and shall be free of debris or waste inclusion, and shall also be free of contamination.
- Subject to approval by the Client and Principal Contractor, Material certified by an EIANZ Certified Environmental Practitioner (CEnvP) Contaminated Site Specialist (CS) or a Contaminated Site Auditor recognised by the Director of the Tasmanian EPA, as:
  - 'Fill material' in accordance EPA Tasmania Information Bulletin 105 'Classification and Management of Contaminated Soil For Disposal', Nov 2012, and
  - Within the intended land use criteria (low density residential) as defined by the National Environment Protection (Assessment of Site Contamination) Amendment Measure 2013
- Records of fill material certification (in either of the scenarios listed above) shall be supplied to the Principal Contractor.



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The Principal Contractor shall be notified if imported fill material does not conform to the above requirements. This material shall be deemed unsuitable for use on site and must be removed from site. Depending on the level of material contamination, there may also be a statutory requirement to notify Council and the EPA.

**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 1.1.1**

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

#### 12.1.1 ESPLANADE, OATLANDS (RENAMING) – NOMENCLATURE BOARD

**Author:** DEPUTY GENERAL MANAGER (ANDREW BENSON)

**Date:** 16 MAY 2019

**Enclosure(s):**

*Letter to Residents of the Esplanade*

#### ISSUE

Seeking resident's feedback from the proposed change in the nomenclature of the Esplanade in Oatlands.

#### BACKGROUND

[EXTRACT FROM MINUTES OF COUNCIL MEETING DATED 30<sup>TH</sup> APRIL 2019]

### 12.1 Roads

**Strategic Plan Reference 1.1.1**

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

#### 12.1.1 ESPLANADE, OATLANDS (RENAMING) – NOMENCLATURE BOARD

**Author:** GENERAL MANAGER (TIM KIRKWOOD)

**Date:** 24 APRIL 2019

#### ISSUE

*Council to consider the proposal from the Nomenclature Office to rename all instances of "Esplanade" by adding the relevant locality name in each case to uniquely identify each feature.*

#### BACKGROUND

*The Nomenclature Board has informed Council that there is an issue with the duplication of the name "Esplanade" right across the State for some time. There currently exists 57 instances of Esplanade across the state which are direct duplications.*

*These include multiple examples of Esplanade East, Esplanade West, Esplanade South and Esplanade North as well as East Esplanade and West Esplanade and instances of The Esplanade. The Esplanade naming duplication is not ideal, has the potential to cause confusion and is an ongoing risk to accurate and timely discovery of any Esplanade property address.*

## DETAIL

At its recent meeting, the Nomenclature Board has tasked the Nomenclature Office with communicating with Councils statewide to attempt to resolve this duplication issue. The proposal from the Nomenclature Office is to rename all instances of “Esplanade” by adding the relevant locality name in each case to uniquely identify each feature. In the majority of cases, in reality the name Esplanade would already be referenced with its associated locality name as a means to sufficiently describe an address location.

There is one instance of Esplanade in the Southern Midlands Council area. The Nomenclature office’s proposal to Council is to rename as such:

<b>Current Name:</b>	<b>NomRegNo.</b>	<b>Locality:</b>	<b>Proposed New Name:</b>	<b>Sec.</b>
Esplanade	37717H	Oatlands	Oatlands Esplanade	20E

With Council approval, as this road name is within a Town Boundary under Section 20E of the Act, the Nomenclature Office is able to undertake an alteration to the name.

**Human Resources & Financial Implications** – It is envisaged that there would be minimal costs associated with this proposed change. Whilst it may require some administrative time to implement the change, actual direct costs (i.e. replacement of street signs) would not need to be immediate.

**Community Consultation & Public Relations Implications** – With any changes to road naming, the associated addresses will also be required to be updated and the Nomenclature Office is able to assist in amending the official addresses.

The Nomenclature Board is anticipating that all residents will be accepting of any change for a number of reasons; firstly as the proposed name is most likely going to be what they already refer to as their street name and secondly for the advantage of having a unique street name that will ensure ease of location into the future, especially by emergency services.

**Policy Implications** – N/A

**Priority - Implementation Time Frame** – no specific timeframe to respond.

## RECOMMENDATION

THAT Council consider the proposal and provide a response to the Nomenclature Board.

OR

THAT Council approve the proposal submitted by the Nomenclature Board to rename the Esplanade to Oatlands Esplanade.

## DECISION

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

**THAT Council write to residents who front the Esplanade in Oatlands advising that the Nomenclature Board have made the determination that Oatlands Esplanade be the new formal name of the Esplanade.**

**CARRIED**

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

[END EXTRACT FROM MINUTES OF COUNCIL MEETING DATED 30<sup>TH</sup> APRIL 2019]

## DETAIL

Given the time required to respond to the attached letter, at this point in time there has been no response from residents, however an update will be provided at the meeting.

## RECOMMENDATION

For discussion and decision, - then advise the Nomenclature Board of the outcome.

## DECISION

*Moved by Clr R McDougall, seconded by Clr K Dudgeon*

**THAT the Nomenclature Board be advised that, based on feedback received from the community (copies of which are to be provided to the Board), the Southern Midlands Council does not support the proposed change in name from ‘Esplanade’ to ‘Oatlands Esplanade’.**

## CARRIED

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



**ENCLOSURE**

*Item 12.1.1*



14<sup>th</sup> May 2019

Name  
Address  
OATLANDS TAS 7120

**Renaming of Esplanade to Oatlands Esplanade**

The Nomenclature Board (a State Government agency) has informed Council that there has been an issue with the duplication of the name "Esplanade" right across the State for some time. There currently exists 57 instances of Esplanade across the state, which are direct duplications.

These include multiple examples of Esplanade East, Esplanade West, Esplanade South and Esplanade North as well as East Esplanade and West Esplanade and instances of The Esplanade. The Esplanade naming duplication is not ideal, as it has the potential to cause confusion and is an ongoing risk to accurate & timely discovery of any Esplanade property address as well as for emergency services and the like.

The Nomenclature Board has tasked the Nomenclature Office with communicating with Councils state-wide to attempt to resolve this duplication issue. The proposal from the Nomenclature Office is to rename all instances of "Esplanade" by adding the relevant locality name in each case to uniquely identify each feature.

There is one instance of Esplanade in the Southern Midlands Council area. The Nomenclature office's proposal to Council is to rename as such:

<i>Current Name:</i>	<i>Locality:</i>	<i>Proposed New Name:</i>
<i>Esplanade</i>	<i>Oatlands</i>	<i>Oatlands Esplanade</i>

With Council approval, as this road name is within a Town Boundary under Section 20E of the Act, the Nomenclature Office is able to undertake an alteration to the name.

This matter was raised at the April 30<sup>th</sup> 2019 Council meeting and I was asked to write to all residents of the Esplanade outlining the Nomenclature Board's proposal and to seek their views prior to Council responding to the Board. If you have any concerns/comments in relation to this change would you please share them with me in writing on or before the 21<sup>st</sup> May 2019.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Andrew Benson".

Andrew Benson  
DEPUTY GENERAL MANAGER

Address all correspondence to: The General Manager, PO Box 21 Oatlands, Tasmania 7120  
Oatlands Office: 71 High Street, Oatlands Phone (03) 62545000 Fax (03) 62545014  
Kempton Office: 85 Main Street, Kempton Phone (03) 62593011 Fax (03) 62591327  
Email Address: [mail@southernmidlands.tas.gov.au](mailto:mail@southernmidlands.tas.gov.au) Web: [www.southernmidlands.tas.gov.au](http://www.southernmidlands.tas.gov.au)

## 12.2 Bridges

**Strategic Plan Reference 1.2.1**

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

Nil.

## 12.3 Walkways, Cycle ways and Trails

**Strategic Plan Reference 1.3.1**

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

Nil.

## 12.4 Lighting

**Strategic Plan Reference 1.4.1a & 1.4.1b**

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

Nil.

## 12.5 Buildings

**Strategic Plan Reference 1.5.1**

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

Nil.

## 12.6 Sewers / Water

**Strategic Plan Reference(s) 1.6.1 & 1.6.2**

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

Nil.

## 12.7 Drainage

**Strategic Plan Reference 1.7.1**

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

Nil.

## 12.8 Waste

### Strategic Plan Reference 1.8.1

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

### 12.8.1 LOCAL GOVERNMENT ASSOCIATION OF TASMANIA - FEASIBILITY STUDY INTO A STATEWIDE WASTE MANAGEMENT ARRANGEMENT

**Author:** GENERAL MANAGER (TIM KIRKWOOD)

**Date:** 16 MAY 2019

**Attachment:**

*Feasibility Study into a Statewide Waste Management Arrangement prepared by Urban EP*

### ISSUE

Provide Council with a copy of the Urban EP Report (Part A) – Feasibility Study into a Statewide Waste Management Arrangement.

### BACKGROUND

In July 2018, the Local Government sector agreed to fund a feasibility study into the establishment of a Statewide Waste Management Arrangement in Tasmania. This arrangement could involve the provision of functions and responsibilities at a statewide scale in complement to activities and services delivered at local and regional levels, ultimately to support and improve waste management across Tasmania.

At the time of this decision, it was identified that a statewide arrangement may be beneficial to the Tasmanian community potentially through:

1. Achieving economies of scale and consistency in delivering functions to improve waste management in accordance with regional and local priorities;
2. Granting a means to adopt more targeted responses to challenges in resource recovery, where isolated local or regional responses may be less certain or effective;
3. Providing a comprehensive and coordinated response to risks in waste service operations (triggered by, for example, uncertainty in commodity markets) and risks to human health and the environment (incurred by, for example, illegal dumping practices); and
4. Giving rise to a clear and stable framework for agreeing roles and responsibilities as they relate to improving waste management across Tasmania.

Urban EP was engaged to undertake this study on behalf of LGAT and partners, the study consists of two parts:

**Part A:** Collate evidence and present findings on the needs for and benefits of a Statewide Waste Management Arrangement, primarily developed through:

- Engagement with councils, regional authorities and other stakeholders on perceived challenges and problems associated with present waste management arrangements
- A review of current arrangements in Tasmania and other jurisdictions, to better understand gaps and options to rectify those gaps to deliver public benefits

**Part B:** (Pending outcomes from Part A) Develop the purpose, role, functions and governance apparatus of a preferred statewide arrangement as necessary for planning, coordinating and delivering statewide waste policies, strategies, programs and services.

## DETAIL

In reference to the report, it is worthwhile noting the reasons for initiating the feasibility study. The reasons are based on a range of concerns that have been expressed by stakeholders, including:

- Waste management service levels and outcomes in Tasmania lag behind those of the mainland states
- A range of benefits that stem from better waste management will remain unrealised for the foreseeable future (in the absence of change)
- The timing, scope and ambition to finalise and implement a Tasmanian Waste Action Plan, currently being developed by the Tasmanian Government, remain uncertain
- The lack of progress in and political indifference towards addressing the state's waste management challenges causes Tasmania to be increasingly 'out of step' with the more proactive national agenda for waste policy, as set out in the National Waste Policy 2018.

Nine recommendations are provided at the conclusion of the report (page 18), all of which are based on a proposed expanded statewide arrangement for Tasmania.

Work has now commenced on Part B of the study, which will involve development of the purpose, role, functions and governance of a state-wide arrangement as necessary to deliver on its agreed functions and support local and regional initiatives.

This stage will involve a second round of stakeholder consultation and a session for local government has been scheduled in Hobart for Wednesday 29<sup>th</sup> May (12.30 p.m. to 2.0 p.m.) – venue to be confirmed.

Note: Other sessions are being arranged for State Government and the Waste and Resource recovery industry.

**Human Resources & Financial Implications** – Funding options for a statewide waste management arrangement will be further explored in part B of the study.

**Community Consultation & Public Relations Implications** – N/A

**Policy Implications –.N/A**

**Priority - Implementation Time Frame – N/A**

**RECOMMENDATION**

THAT:

- a) Council receive a copy of the 'Feasibility Study into a Statewide Waste Management Arrangement' prepared by Urban EP;
- b) Council note the recommendations contained within the report; and
- c) Councillor(s) indicate their interest in attending the stakeholder forum.

**DECISION**

*Moved by Cllr R McDougall, seconded by Cllr A Bisdee OAM*

THAT:

- a) Council receive a copy of the 'Feasibility Study into a Statewide Waste Management Arrangement' prepared by Urban EP;
- b) Council note the recommendations contained within the report; and
- c) Councillor(s) notify Council's Executive Assistant if they are interested in attending the stakeholder forum.

**CARRIED**

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

## 12.9 Information, Communication Technology

**Strategic Plan Reference 1.9.1**

*Improve access to modern communications infrastructure.*

Nil.

## **12.10 Officer Reports – Infrastructure & Works**

### **12.10.1 MANAGER – INFRASTRUCTURE & WORKS REPORT**

**Author:** MANAGER INFRASTRUCTURE & WORKS (JACK LYALL)

**Date:** 16 MAY 2019

#### **Roads Program**

Maintenance Grading – Sorell Springs Road; Brown Mountain Road progressing to Native Corners Road area.

Bitumen Patching – Elderslie Road, Green Valley Road, plus other minor patching.

Brown Mountain Road – completed corner realignment works.

Drainage and Culvert Cleaning – various roads.

Cliftonvale Road (Elderslie end) – Road widening – works commenced.

#### **QUESTIONS WITHOUT NOTICE TO MANAGER, INFRASTRUCTURE & WORKS**

Clr R McDougall – section of footpath (near the Tunnack Hall) – requires weed removal / weed spraying.

Clr R McDougall – the concrete seats located in the Tunnack Park are unstable - request for them to be removed. Budget submission lodged for replacement seats etc.

Clr R McDougall – Tunnack – vicinity of Bus Shelter - Gum tree may require trimming (to be inspected).

Clr R McDougall – Advice that there is a large broom bush on the corner of Pound Road and Tunnack Road. It obscures vision and needs looking at. Located on private property but Council to inspect.

Clr Bantick – request for street light on corner of Wilsons Road and Midland Highway, Bagdad.

Clr Dudgeon – request for 'Give Way' sign at T-section / Pawtella Road.

Clr Dudgeon – request for directional arrows sign on sweeping corner on Sorell Springs Road towards York House.

Mayor Green – has any work progressed with the bridge at Royden Road, Elderslie? On-site meeting arranged with John Blackwell (property owner).

#### **RECOMMENDATION**

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

#### **DECISION**

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

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

**CARRIED**



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

*Jack Lyall (Manager Infrastructure & Works) left the meeting at 11.53 a.m.*

## **13. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)**

### **13.1 Residential**

**Strategic Plan Reference 2.1.1**

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

Nil.

### **13.2 Tourism**

**Strategic Plan Reference 2.2.1**

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

Nil.

### **13.3 Business**

**Strategic Plan Reference 2.3.1a, 2.3.1b & 2.3.1c**

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

Nil.

### **13.4 Industry**

**Strategic Plan Reference 2.4.1 & 2.4.2**

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

Nil.

## 14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LANDSCAPES)

### 14.1 Heritage

**Strategic Plan Reference 3.1.1, 3.1.2 & 3.1.3**

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

#### 14.1.1 HERITAGE PROJECT PROGRAM REPORT

**Author:** MANAGER HERITAGE PROJECTS (BRAD WILLIAMS)

**Date:** 16 MAY 2019

#### ISSUE

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

#### DETAIL

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

- Formulation of the Oatlands Commissariat Interpretation Plan (please see separate report for detail).
- Continued work with the University of Tasmania Geophysics Department in searching for the Kempton Road Station site as part of planning for the 2020 archaeological field school. Two sites have now been surveyed and results are pending.
- As part of our ongoing commitment to the Australian Heritage Festival (run by the National Trust Tasmania) events are being run at both the Commissariat (wallpaper archaeology event, Sat and Sun 17-18/5, 2-4) and the Kempton Watch House (Picton Road Station exhibition – Sunday 18/5, 11-1). This has also been advertised as part of National Archaeology Week. Feedback and numbers attending will be reported to next council meeting. See information in info bulletin.
- Planning of the Commissariat opening on 1<sup>st</sup> June 2019. See invitation in info bulletin (as previously emailed).
- Finalisation of the installation of the Oatlands Key system on the Commissariat building.
- Liaising with community members about booking heritage buildings. This has prompted discussions within the business unit for trialling of a coordinated online booking system to provide consistency to both Council enquiries & community

in their expectations. This has also led to discussions regarding an MOU with Centre for Heritage regarding access to the Commissariat.

- Heritage & Bullock Festival – participation on the committee & assistance with arranging field trades, exhibitors & coordinating appropriate space for each.
- Researching rank and file members of the 40th regiment who were stationed in Oatlands ca 1828-1829 and left a number of inscriptions/graffiti on the stonework of the Commissariat building (and probably the guard house demolition rubble). A meeting has been organised with a Tasmanian Historical Research Association member who is transcribing a diary kept by a 40th regiment private during this period who was stationed in Oatlands. This information will be used for interpretation material at the Commissariat.
- Currently we have two volunteers working on the Heritage Interiors collection. This involves in-depth collection of samples from 'McDermott's Cottage' in Stanley Street, an extraordinarily rich resource for 19th century material culture, particularly relating to a freed convict, his family, and how they lived in a very working-class timber house ca 1856. This has also included a visit from descendants who have contributed further information. This project will result in a publication through THRA and a major presence on 'Trove', the premier historic research site in Australia, as each room of this cottage contains approximately 20-30 layers of wallpapers, textiles and manuscript letters. Each of these layers has been catalogued and stored.
- Michelle Blake starts this week with a one month 'Historian in Residence' placement at the Oatlands Gaol. This is an alternative take on the successful Artist in Residence program. Michelle will be researching the promotion of heritage trails within the midlands and contribute to ongoing research projects including our Oatlands Executions database.
- A number of artists from the Hunter Island Press collective will be undertaking a group Artist in Residence over July/August to coincide with the Heritage & Bullock Festival. Accommodation will be provided at the Gaol, and space provided at the Heritage Hub for the artists to use workshop space and interact with the public. As part of this program, each artist will be required to donate an artwork to the Southern Midlands collection.
- Working with Communities for Children on a heritage themed School Holiday Program to commence in July 2019. The final project plan has been completed and application for funding submitted.
- Brad Williams has been undertaking some statutory heritage work for Derwent Valley Council through a resource-sharing arrangement (up to 2-days per week as workload allows).

## RECOMMENDATION

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

## DECISION

*Moved by Cllr A Bisdee OAM, seconded by Cllr R McDougall*

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

## CARRIED

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

*Jacqui Tyson (Senior Planning Officer) left the meeting at 12.09 p.m.*

## 14.1.2 OATLANDS COMMISSARIAT INTERPRETATION PLAN

**Author:** MANAGER HERITAGE PROJECTS (BRAD WILLIAMS)

**Date:** 16 MAY 2019

**Attachment:**

*Oatlands Commissariat Interpretation Plan*

### ISSUE

Seeking Council endorsement of the Oatlands Commissariat Interpretation Plan.

### BACKGROUND

Council purchased the Oatlands Commissariat in 2012 and a major restoration program on the site has just been completed, further to the previously endorsed *Oatlands Commissariat and 79 High Street Conservation Management Plan* (2012), and the *Oatlands Commissariat Project Master Plan* (2013).

The Vision Statement for the site as detailed in the CMP includes:

**Commissariat building:**

*The extant commissariat provides a unique opportunity for the promotion and interpretation of the site and its place in the wider convict and provisioning system of the district and the colony. Being one of only three buildings of its type in Tasmania, the commissariat offers significant opportunities as guided by the adaptive usage policy as defined below. This may involve commercial operations subject to the policies of this document.*

*The baker's oven provides a significant opportunity to link the concept of provisioning with present food trends (i.e. local, slow-cooked etc). Coupled with the space of the commissariat building and the proximity to the Callington Windmill, the baker's oven provides opportunities for initiatives such as an Oatlands Community Oven, where people can utilise the space and the oven to use local products in food preparation. The oven provides an opportunity for the Heritage Education and Skills Centre to demonstrate/teach traditional cooking methods (again tapping into Callington Windmill as a partner).*

**The guard house site**

*The guard house site provides an opportunity for the archaeological investigation of a very early and rare building in the context of the district. Archaeological planning has confirmed the potential of this site and interpretation planning will assist in conveying its presence and meaning to site visitors. There is a substantial amount of sandstone on the site which is likely to have been from the demolition of the guard house, which may be used in interpretive reconstruction of a portion of that building.*

Further, the Master Plan provided the following Opportunities Statement:

*The commissariat provides a significant opportunity for adaptive reuse of a substantial and centrally located heritage building. The building is located in a prominent position in the commercial centre of Oatlands and is in an elevated position to as to command attention. Whether such a use is full public access, commercial operations, heritage administration, or a combination of any of the above, the building is well placed for adaptive reuse. Some suggestions may be:*

- *As a display space as an adjunct to the nearby Oatlands Supreme Court House and Gaol. Interpretation could focus on the Military Precinct, provisions, food etc.*
- *As a teaching/learning space for heritage/museum skills.*
- *The baker's oven has the potential for training and community use, particularly exploring linkages with nearby Callington Windmill.*

The Development Application for the restoration included the following initiative:

*As an important heritage site which has been purchased by council in order to maintain public use and access, interpretation of the site is a critical part of any proposed development. The CMP (Policy 7) recognises this need, as does the Master Plan (p.13) and Appendix B of the CMP provides some seed-guidance for some interpretive leads. A detailed interpretation plan will be developed as part of the current project, with the aim of:*

- *Conveying the key historic themes of the site*
- *Linking the themes of the site with wider contexts*
- *Meaningfully engaging the public and site visitors with the site*
- *Utilising dynamic and modern approaches to interpretation*
- *Ensuring installations are easy to maintain, operate and do not require constant update*
- *Keeping any physical installations discrete, so that they do not dominate any part of the site – particular in outdoor areas.*

A condition of approval of the Development Application by the Tasmanian Heritage Council was:

*Prior to the implementation of any interpretation material, an interpretation plan must be submitted to and signed off by Heritage Tasmania's Works Manager. Once approved, this interpretation plan will form part of this permit and must be implemented.*



The Oatlands Commissariat Interpretation plan seeks to fulfil the above initiatives and requirements and allow the acquittal of that permit condition.

## DETAIL

The Oatlands Commissariat Interpretation Plan has been formulated in-house so as to utilise an intimate knowledge of the site and key historic themes in a cost-effective manner. It draws upon a range of previous research and insights into interpretation 'psychology' in order to align the initiatives and content with relevant themes and approaches. Whilst the scope of such interpretation may be as open-ended as desired, the following parameters have been considered in the formulation of the initiatives:

- The installations are to remain subtle and not dominate the site – particularly noting that the internal space is shared-use (e.g. installations must not inhibit Centre for Heritage use of the Commissariat, or use of the oven) and that the landscape plan seeks to retain an uncluttered appearance to the outdoor areas (e.g. so as to not inhibit the yardspace use as a gathering space and interpret the original stark landscape).
- The style of interpretation is to be consistent with other SMC interpretation initiatives (i.e. to follow the Oatlands Style Guide 'feel').
- Cost considerations, minimising potential installation and maintenance costs to Council and with view of seeking external funds for most/all of the installations.
- Security – noting that the Commissariat will be access by the Oatlands Key system when not staffed.
- Ability to add-on future initiatives and not inhibition expansion/changes to the installations.
- To make the installations as dynamic as practicable, but not create a maintenance or technology-obsolescence burden for Council in the future.
- The desire to make use of the original Guard House stone that is currently stored on the site and requires a meaningful reuse.
- Linkages with other initiatives, such as the *Communities for Children* school holiday history and heritage program.

**Human Resources and Financial Implications** - Most of the planning and design work will be done in-house (Simon Blight is still doing some graphic design work remotely). Publication graphic design will be undertaken by a consultant graphic designer. Research for publications will be done in-house (Alan Townsend).

It is estimated that the installations will cost approximately \$33,000 (including approximately \$22,000 for the guard house footprinting). It is envisaged that external funding can be sourced for this, therefore no allocation is being sought from Council at this stage. An application to the Tasmanian Community Fund has already been submitted but is provisional subject to Council's endorsement.

Should external funding not be gained, a 'bare minimum' installation of the panels and display case will be funded through the normal Heritage Projects program allocation (approx. \$2500) so that at least *some* elements of the plan can be implemented until external funding can be sourced.

It is proposed that Council 'underwrite' the publication to be produced for sale. Print cost of approx. \$10,000 (based on 100 pages, 2000 copies) would be recovered through sale of the book (estimated sale price of \$15). This would require that amount to be tied-up until sales were made.

**Community Consultation and Public Relations Implications** - It is proposed that with provisional endorsement by Council, that the Oatlands Commissariat Interpretation Plan be placed on public exhibition for one month. If no substantial feedback is received that would require further consideration by Council, then the plan is considered to be endorsed. Any substantial critique or community suggestions would be brought back to a future Council meeting for consideration.

**Priority – Implementation Timeframe** - It is desirable that the plan be initiated as soon as possible. With the forthcoming opening, it is intended that the interpretation panels will be printed on temporary board for installation ahead of June 1<sup>st</sup>. The Oatlands key system is to be installed between 20/5-24/5 therefore the building will then be publicly accessible.

The Guard House footprint provides an integral initiative connected with the *Communities for Children* school holiday history and heritage program, therefore it is desired that this be installed prior to the September/October school holidays.

## RECOMMENDATION

THAT:

- a) Council provisionally endorse the Oatlands Commissariat Interpretation Plan, subject to community consultation;
- b) The plan be publicly exhibited for one month; and
- c) If there are any community concerns/suggestions/feedback etc. of a substantial nature, these be brought to a future Council meeting for consideration.

**DECISION**

*Moved by Cllr R McDougall, seconded by Deputy Mayor E Batt*

**THAT:**

- a) Council receive the draft Oatlands Commissariat Interpretation Plan, subject to community consultation;
- b) The draft plan be publicly exhibited for one month; and
- c) The draft Oatlands Commissariat Interpretation Plan (incorporating any community feedback) be brought to a future Council meeting for endorsement.

**CARRIED**

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

*Brad Williams (Manager, Heritage Projects) left the meeting at 12.21 p.m.*

## 14.2 Natural

**Strategic Plan Reference 3.2.1 & 3.2.2**

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

### 14.2.1 LANDCARE UNIT – GENERAL REPORT

**Author:** NRM PROGRAMS MANAGER (MARIA WEEDING)

**Date:** 21 MAY 2019

#### ISSUE

Southern Midlands Landcare Unit Monthly Report.

#### DETAIL

- Maria Weeding has been busy with follow up matters from the last Kempton Streetscape Group meeting. With advice from an expert in protective coatings some anti graffiti surface product has been purchased for the mural at the rear of the grandstand. In regard to the Kempton RSL / Hall preliminary discussions have occurred with the Works and Services Dept regarding proposed changes to the front area adjacent to the Main Street. Discussions have been in respect to road levels, guttering and storm water management considerations. All will need to further considered by the group at the next meeting. The ARC panel fence to fill the gap in the fence at the Recreation Ground playground has been now been installed.
- In the absence of the Executive Officer, having taken some leave, Helen Geard has been busy with compiling information relating to any tourism and economic development actions/initiatives that have been documented in any of the current Southern Midlands Council related plans, strategies and documents. Each of the unit Mangers have provided information to Helen to compile. This is for background information in relation to the current discussions on economic development and tourism that the Councillors have been progressing, in conjunction with a number of Council Officers. The information will be valuable in regard to the future workshop that Councillors plan to have to progress this initiative.
- The Weeds Officer (J Milne) is now on maternity leave until July. Upon her return, a weeds forum will be instigated for the Broadmarsh area, as per the actions arising from the April 2019 Council meeting.
- Maria Weeding and Helen Geard have been working with landholders that have contacted the office for various queries and advice regarding tree planting for the 2019 winter period. There is an opportunity for some grant funds available to primary producers (not Council). Upon request by the landholder Helen is assisting with their applications for funding.

- The Weeds Officer and Maria Weeding will be attending another statewide meeting of all Weed Officers, to be held at Campbell Town on Wednesday 22<sup>nd</sup> May 2019. The meeting is being run by the Biosecurity division of the Department of Primary Industries Water and Environment. All gazetted Weeds Officers and others that deal in the area of biosecurity are encouraged to attend the training session.

## RECOMMENDATION

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

## DECISION

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

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

## CARRIED

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

### 14.3 Cultural

**Strategic Plan Reference 3.3.1**

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

Nil.

### 14.4 Regulatory (Other than Planning Authority Agenda Items)

**Strategic Plan Reference 3.4.1**

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

Nil.

### 14.5 Climate Change

**Strategic Plan Reference 3.5.1**

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

Nil.

## **15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LIFESTYLE)**

### **15.1 Community Health and Wellbeing**

**Strategic Plan Reference 4.1.1**

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

Nil.

### **15.2 Youth**

**Strategic Plan Reference 4.2.1**

*Increase the retention of young people in the municipality.*

Nil.

### **15.3 Seniors**

**Strategic Plan Reference 4.3.1**

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

Nil.

### **15.4 Children and Families**

**Strategic Plan Reference 4.4.1**

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

Nil.

## 15.5 Volunteers

Strategic Plan Reference 4.5.1  
*Encourage community members to volunteer.*

### 15.5.1 REPTILE RESCUE INC – REQUEST FOR DONATION

**Author:** GENERAL MANAGER (TIM KIRKWOOD)

**Date:** 16 MAY 2019

**Enclosure:**

*Letter from Reptile Rescue Inc*

#### ISSUE

Council to consider a request for a donation received from Reptile Rescue Inc.

#### DETAIL

In reference to the letter, Reptile Rescue Inc. is an incorporated charity that coordinates the removal of errant snakes in every municipality in Tasmania (State wide), relying on a network of trained and approved independent field operatives.

Whilst I am advised that property owners are generally charged a fee of \$50 for removal of a snake, it must be acknowledged that this would not fully meet the cost of providing such a service.

In considering this request, consideration should also take into account the fact that Council officers often refer ratepayers to Reptile Rescue to deal with snake related matters.

This organisation is not recognised in Council's 'Donations and Community Support Policy' and therefore the request is to be considered on merit.

*Note: The Southern Midlands Council did provide a donation of \$500 in October 2015 in recognition and appreciation for the services provided by Reptile Rescue Inc.*

**Human Resources & Financial Implications** – Whilst the Community 'Capacity' Program, which includes the budget for community donations has been fully expended for 2018/19, a donation of \$250 (or similar) could be funded from the overall Operating Budget without significant implications.

**Community Consultation & Public Relations Implications** – Any support for a community based volunteer organisation would have positive public relations implications.

**Policy Implications** – N/A



**Priority - Implementation Time Frame – Immediate.**

**RECOMMENDATION**

THAT Council donate an amount of \$250 to Reptile Rescue Inc. in recognition of the services provided by that organisation to the Southern Midlands community.

**DECISION**

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

**THAT Council donate an amount of \$250 to Reptile Rescue Inc. in recognition of the services provided by that organisation to the Southern Midlands community.**

**CARRIED**

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

**ENCLOSURE**

*Item 15.5.1*



2<sup>nd</sup> April 2019

Dear General Manager,

Reptile Rescue Inc. is an incorporated charity that coordinates the removal of errant snakes in every municipality in Tasmania (State wide), relying on a network of trained and approved independent field operatives.

In order to adequately service the state we rely on these operatives, or municipal animal rangers trained to service calls. Several councils throughout the state provide this service as part of their obligation to ratepayers who present with snake related issues.

In order that this service can function, we are asking for financial assistance from every council throughout Tasmania. As Reptile Rescue Inc. is a non for profit organisation it still comes with costs i.e. phone, liability insurance, out of pocket expenses for the rangers use of own vehicles.

We receive approx. 8,000 calls per year, and the phone is monitored 24/7.

Reptile Rescue Inc. has served the state for over nineteen years on a user pays basis, and has carried the administrative cost for each call over that period. Pressure from ratepayers in many municipalities to have the costs absorbed by councils, has prompted this request.

The 2019 -2020 annual financial donations would be to meet the running costs of this service, which are quite substantial each year. Payment by clients for service is applied directly by independent contractors trained and equipped at their own expense. To date Reptile Rescue Inc. has approximately eighty contractors on record.

In order that we can adequately service the state, we kindly request that you consider assisting in the implementation of this state wide incentive.

If any inquires with the above contact Phil (Treasurer) 0427591330.

Yours sincerely,

Chris Daly  
Chairman  
Reptile Rescue Inc.

**Bank Details: Reptile Rescue Inc. My State BSB: 807-009 ACC: 60041811  
Email: Remittance advice to [jjj7468@bigpond.com](mailto:jjj7468@bigpond.com)**

## 15.6 Access

**Strategic Plan Reference 4.6.1a & 4.6.1b**

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

Nil.

## 15.7 Public Health

**Strategic Plan Reference 4.7.1**

*Monitor and maintain a safe and healthy public environment.*

Nil.

## 15.8 Recreation

**Strategic Plan Reference 4.8.1**

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

Nil.

## 15.9 Animals

**Strategic Plan Reference 4.9.1**

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

Nil.

## 15.10 Education

**Strategic Plan Reference 4.10.1**

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

Nil.

## **16. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY)**

### **16.1 Capacity**

**Strategic Plan Reference 5.1.1 & 5.1.2**

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

#### **16.1.1 DONATIONS & COMMUNITY SUPPORT POLICY (DRAFT)**

**Author:** DEPUTY GENERAL MANAGER (ANDREW BENSON)

**Date:** 16 MAY 2019

**Enclosure:**

*Donations & Community Support Policy (Draft)*

#### **ISSUE**

Council to consider and approve the 'Donations & Community Support Policy'

#### **BACKGROUND**

This Policy is a consolidation of the following existing Policies:

1. Donations Policy
2. Supporting Community Owned Halls Policy

#### **DETAIL**

This consolidated Policy has been drafted as an outcome of ongoing review of existing Council Policies and procedures. Minor amendments as identified at the April Council meeting have been incorporated into the enclosed draft policy (marked in red) for Council's consideration.

**Human Resources & Financial Implications –** No change to existing policies.

**Community Consultation & Public Relations Implications –** refer detail provided.

**Policy Implications –** Policy position.

**Priority - Implementation Time Frame –** Immediate.

## RECOMMENDATION

THAT Council:

1. Receive and note the report; and
2. Formally adopt the Donations & Community Support Policy.

## DECISION

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

THAT Council:

1. Receive and note the report; and
2. Formally adopt the Donations & Community Support Policy.

## CARRIED

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

**ENCLOSURE**  
*Item 16.1.2*



Council Policy  
**DONATIONS & COMMUNITY SUPPORT POLICY**

Approved by: Council review  
Approved date: Insert date  
Review date:

*Note This Policy is a consolidation of the following policies:*

- Donations Policy
- Supporting Community Owned Halls Policy

**1. PURPOSE**

This Policy sets out Council's position in relation to:

1. Requests for financial assistance from not-for-profit registered welfare or community service groups working within the Southern Midlands Municipality;
2. Requests for financial assistance from persons chosen to represent Tasmania/Australia in sporting, social, economic, environmental development and/or related to the wellbeing of the community;
3. Supporting Community Owned Halls;
4. School Citizenship / Achievement Awards for end of year Assemblies.

**2. POLICY**

**2.1 Assistance for Annual Events**

- 2.1.1 Requests for assistance from not-for-profit organisation, community, or service groups based within the Southern Midlands Municipality will be considered with the maximum donation being \$1500.00.

*Note: Assistance depends on value for money to the Community and will not be given for projects that would be eligible for consideration within Council's Community Small Grants Program.*

**2.2 Representation - Individuals (Residents) re Sporting or Recreational Activities**

Intrastate representation	\$50.00
Interstate representation	\$100.00
Overseas representation	\$200.00

- 2.2.1 Assistance will be available upon request by residents of the Southern Midlands Municipality achieving State or National representation. The following criteria must be met:

- Evidence of selection will be required prior to the allocation of funds
- Grants will be provided to individuals only (not teams)
- Grants will not be provided to those over the age of 18 at the commencement of each calendar year.
- Grants will not be provided to officials (i.e. coaches, managers, judges)



Council Policy  
**DONATIONS & COMMUNITY SUPPORT POLICY**

Approved by:  
Approved date:  
Review date:

Council  
review  
Insert date

### 2.3 Supporting Community Owned Halls

2.3.1 This part of the Policy is aimed at supporting the Management Committee(s) of the various community owned Halls through:

- a) The provision of funding to assist with major building upgrade and maintenance;
- b) The provision of funding to subsidise the cost of maintaining Public Liability Insurance Cover for these premises; and
- c) Granting exemptions from Council Rates and Charges.

2.3.2 This funding assistance recognises the importance of these community owned facilities in building social capital and providing a valuable service to the community.

#### *Background*

There are currently nine Community Owned Halls in the Southern Midlands local government area. They being:

1. Baden Hall (future to be confirmed)
2. Broadmarsh Community Hall
3. Jericho Hall
4. Levendale Community Hall
5. Mt Seymour Hall (future to be confirmed)
6. Parattah Jubilee Hall
7. Stonor Hall
8. Tunbridge Community Hall
9. Tunnack Community Hall

The Southern Midlands Council will allocate an amount of \$5,000 per annum for major upgrade/maintenance works to community owned Halls (to be known as the Building Fund). It is intended, unless determined otherwise by the Committee, that this will be allocated as a single amount, inferring that each community owned facility will be entitled to **apply for this allocation once every ~~nine~~ three years. ~~The period between allocations will reduce if there is a lesser number of facilities in the future.~~** If more than one application is received in any one-year, then the Facilities & Recreation Committee, will at its absolute discretion, determine the successful application based evidence provided by the Hall Committees, as well as the scope of previous Building Funds provided under this policy.

The Southern Midlands Council will also allocate an amount per financial year to enable Management Committee(s) to be reimbursed 50% of the cost of maintaining Public Liability Cover (i.e. cost of the premium) for the premises under its control. **This reimbursement amount from Council is capped at \$500.00 per policy**



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Council Policy  
**DONATIONS & COMMUNITY SUPPORT POLICY**

Approved by: Council  
Approved date: review  
Review date: Insert date

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Whilst there is an indirect cost to Council through loss of potential income, these properties have always been exempted from rates and charges and therefore there is no budget implications.

### Process (Building Fund)

2.3.3 Submissions received from Management Committees of Community Owned Halls will be referred to the Facilities & Recreation Committee for consideration, prioritisation (where necessary) and final decision in terms of allocating the funds.

The investment by Council of any funds shall be assessed as being value for money as well as being a valuable contribution to building the Community capacity of the area.

The requesting Hall Committee shall be financially viable prior to Council considering funding the project (evidence to be provided shall be the last financial year's annual statement/or a current bank statement).

Any such allocation by the Facilities & Recreation Committee to Community Owned Hall Committees would not preclude the relevant Hall Committee from applying for the annual Community Small Grants Program via the SMC Community Small Grants Program, to a maximum of \$3,000.

### Process (Part Premium Reimbursement - Public Liability Cover)

2.3.4 Council will reimburse 50% of the cost of the insurance premium for Public Liability Cover for the Community owned Hall property. This amount will be reimbursed upon presentation of a copy of the receipt (as evidence of payment) and the Certificate of Currency. The reimbursement does not extend to other types of insurance that may be taken out (e.g. contents).

## 2.4 School Citizenship/Achievement Awards for end of year assembly

High Schools to receive \$100.00 per year

Primary Schools to receive \$60.00 per year

2.4.1 Donations will be made to each school in the municipal area annually for school citizenship/achievements awards for the end of year assembly.

2.4.2 The following schools are in the Southern Midlands Municipal area:

- Bagdad Primary School
- Campania District School
- Kempton Primary School





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Council Policy  
**DONATIONS & COMMUNITY SUPPORT POLICY**

Approved by: Council  
Approved date: review  
Review date: Insert date

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- Oatlands District High School

2.4.3 These guidelines should not be considered to be rigid, Council may vary donations at its discretion. Payments are to be processed in October of each year.

### 3. DOCUMENT ADMINISTRATION

This **Instruction policy** is a managed document and is to be reviewed every two years or as directed by the General Manager.

This document is Version 2.0 effective XX-XX-XXXX. The document is maintained by the General Managers Unit, for the Southern Midlands Council.

DRAFT

## 16.2 Safety

**Strategic Plan Reference 5.2.1**

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

Nil.

## 16.3 Consultation & Communication

**Strategic Plan Reference 5.3.1**

*Improve the effectiveness of consultation and communication with the community.*

Nil.

## 17. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)

### 17.1 Improvement

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

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

Nil.

## 17.2 Sustainability

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

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

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

**Author:** GENERAL MANAGER (TIM KIRKWOOD)

**Date:** 15 MAY 2019

**Enclosure(s):**

*Local Government Shared Services – Council Update – April 2019*

*Local Government Shared Services Update – April 2019*

### ISSUE

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

### BACKGROUND

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

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

### DETAIL

Refer 'Local Government Shared Services – Council Update' attached.

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

Councillors will note that the Southern Midlands Council provided 112 hours of service to other Councils and received 6 hours of services from other Councils.

Details of services provided are included in the enclosures.

**Community Consultation & Public Relations Implications** – Nil

**Policy Implications** – N/A

**Priority - Implementation Time Frame** – Ongoing.

## RECOMMENDATION

THAT the information be received.

## DECISION

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

**THAT the information be received.**

## CARRIED

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

**ENCLOSURE**  
Item 17.2.1

## Local Government Shared Services – Council Update

### Council

Southern Midlands

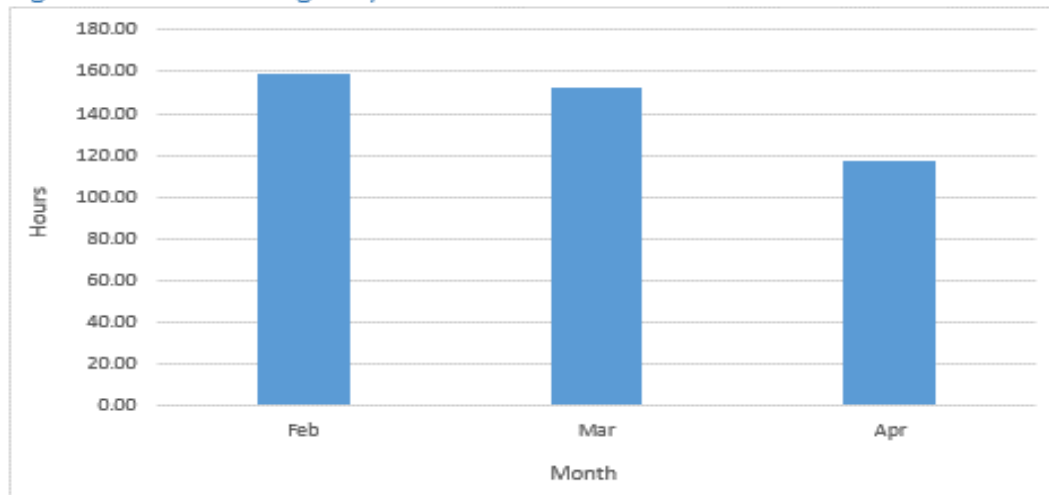
### Shared Service Participation in April 2019

118 hours

### Summary

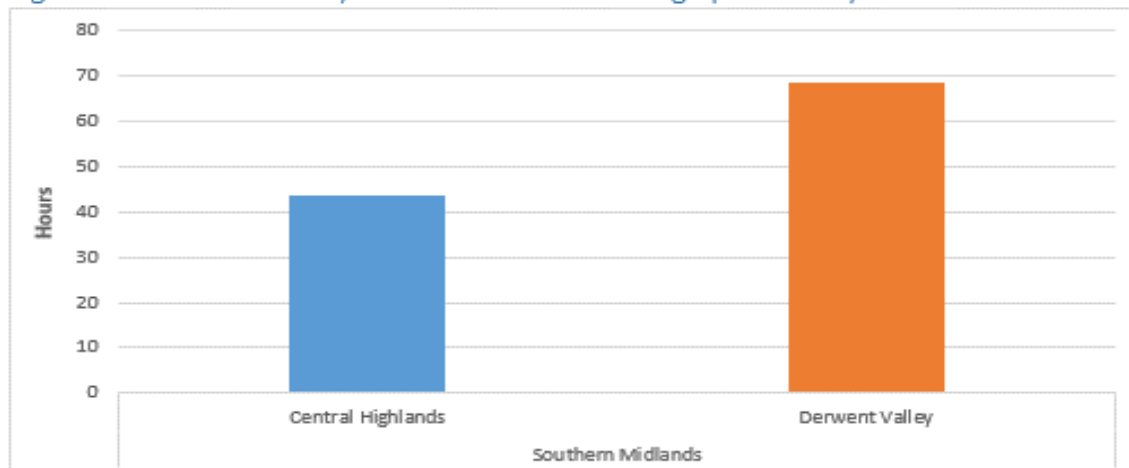
In April 2019, 118 hours of shared services were exchanged by the Southern Midlands Council. From this total, Southern Midlands provided 112 hours to other Councils and received 6 hours of services from other Councils. Total hours of exchange decreased by 23% when compared to March 2019 (153) and were below the three-month average of 143 hours per month.

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



### Services Provided by Southern Midlands Council

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



\* Council is not currently a member of LG Shared Services

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

Southern Midlands	112	Summary of Services Provided
Central Highlands	44	
Planning Services	44	On site plumbing inspections
Derwent Valley	69	
Asset Management	2	DA Assessment, Heritage & Strategic Planning
Permit Authority - Plumbing	67	On site plumbing inspections

\* Council is not currently a member of LG Shared Services

### Services Received by Southern Midlands Council

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

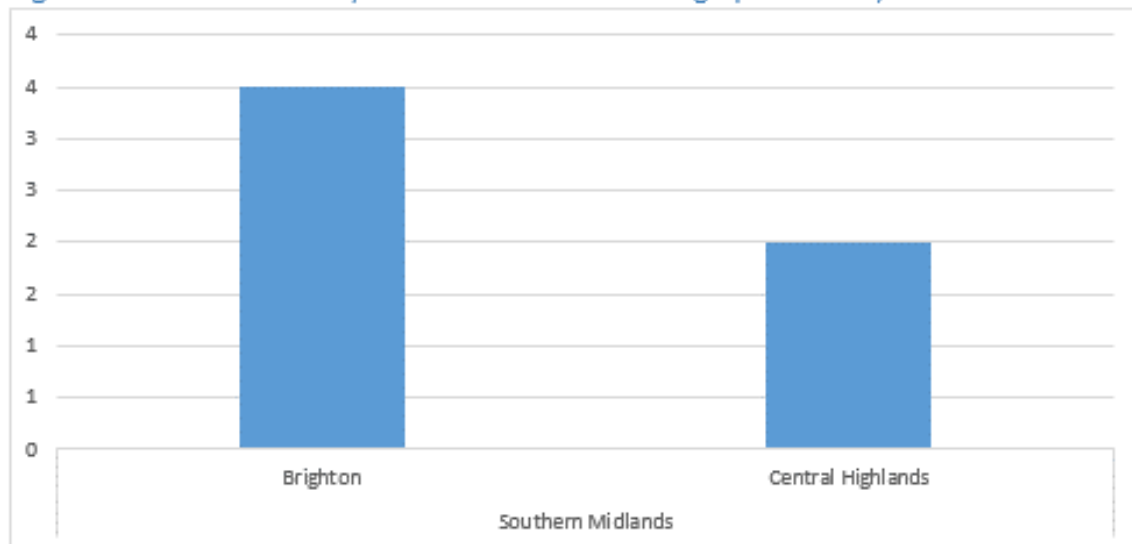


Fig 5 - Services Received by Southern Midlands during April 2019 by Service Category

Southern Midlands	6	Summary of Services Received
Brighton	4	
Development Engineering	4	Subdivision Approvals & Inspections
Central Highlands	2	
Works Services	2	Online Contractor Inductions

# LG Shared Services Update

April 2019

## Summary of Recent Shared Services Activity

554 hours of Shared Services were exchanged between Councils in April 2019, which is a decrease of 55% when compared to hours exchanged in March 2019 (1218 hours) and is below the three-month average of 905 hours per month. The significant decrease in shared service exchange was partly due to Easter and Anzac day public holidays.

Fig 1 - Shared Service Exchange Hours in Recent Months

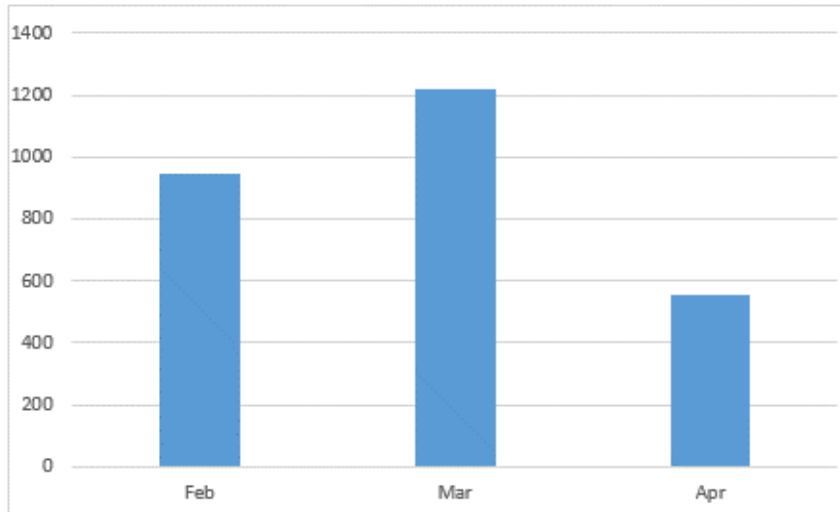


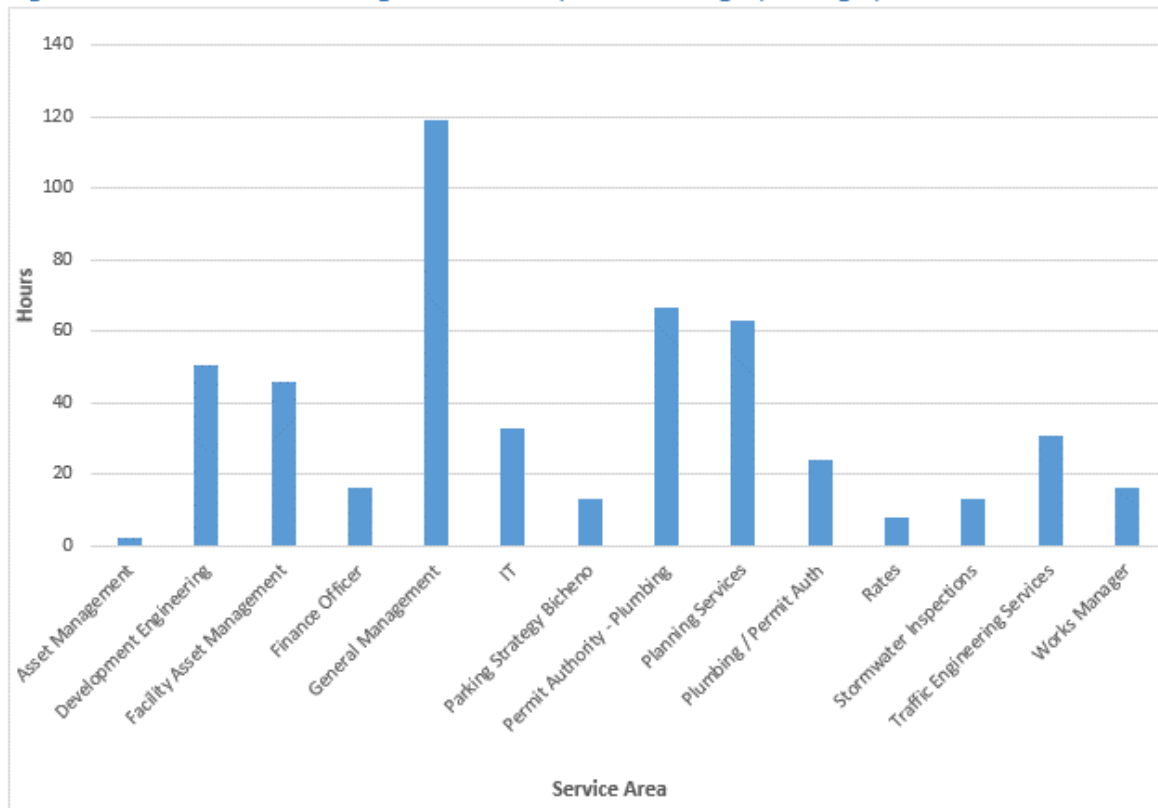
Fig 2 - Details of Current Exchange of Services by Council during April 2019

Provider Council	Client / Organisation							
	Brighton	Central Highlands	Derwent Valley	GSB	Glenorchy	Sorell	Southern Midlands	Tasman
Brighton		1	6.5	51.3	30.5	8	3.5	189.5
Central Highlands	2					2	2	2
Sorell				28.3				115.3
Southern Midlands		43.5	68.5					
Tasman								

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



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



### Savings to Local Government

A total of 554 hours of shared services were exchanged between Councils last month. Analysis of Shared Services provision has indicated that both the Provider Council and the Client Council save money through the exchange of Shared Services at an approximate ratio of 50%.

Due to this, it is estimated that the provision of shared services between Councils saved participating Councils and Local Government as a whole \$37,000 for the month of April. This was a result of increasing the utilisation of current Council Staff at Councils providing services and from Client Councils utilising Shared services from within Local Government as opposed to external consultants (on average LG Shared Services rates can be procured at significant discount to external consultant fees).

## **17.2.2 REMOTE & ISOLATED WORKER POLICY**

**Author:** CORPORATE COMPLIANCE OFFICER (WENDY YOUNG)

**Date:** 16 MAY 2019

**Enclosure(s):**

*Draft Remote & Isolated Worker Policy*  
*SMC Risk Management Strategy*

## **BACKGROUND**

The following Report was provided to the April 2019 Council meeting.

[EXTRACT FROM MINUTES OF COUNCIL MEETING DATED 30<sup>TH</sup> APRIL 2019]

### **17.2.3 REMOTE & ISOLATED WORKER POLICY**

**Author:** CORPORATE COMPLIANCE OFFICER (WENDY YOUNG)

**Date:** 17 APRIL 2019

**Enclosure(s):**

*Draft Remote & Isolated Worker Policy*  
*Work Health and Safety Act 2012 Section 19*  
*Work Health and Safety Regulations 2012 Section 48*  
*Managing the Work Environment and Facilities Code of Practice Section 4.2*

### **ISSUE**

*Consideration of a remote and isolated worker policy.*

### **BACKGROUND**

*As part of the governance framework, this Policy has been developed to ensure that there are adequate systems in place to ensure the health, safety and welfare of remote & isolated workers in compliance with provisions of the Work Health and Safety Act 2012.*

### **DETAIL**

*To comply with Work Health and Safety Regulations 2012 section 48 and Managing the Work Environment & Facilities Code of Practice Section 4.2.*

*Working alone or remotely increases the risk of any job. Exposure to violence and poor access to emergency assistance are the main hazards that increase the risk of remote or isolated work.*

### **RECOMMENDATION**

*THAT Council*

- 1. Receive and note the report; and*

2. Consider the draft Remote & Isolated Worker Policy for adoption at the May 2019 Council Meeting.

**DECISION**

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

**THAT Council**

- a) Receive and note the Report;
- b) Consider the draft Remote & Isolated Worker Policy for adoption at the May 2019 Council Meeting.

**CARRIED**

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

[END OF EXTRACT FROM MINUTES OF COUNCIL MEETING DATED 30<sup>TH</sup> APRIL 2019]

**DETAIL**

This Remote & Isolated Worker Policy is presented to Council for the second time in accordance with Council's policy for Councillors to have sufficient time to fully consider policy documents over two meetings.

Attached to this report is Council's Risk Management Strategy document, which seeks to address the Deputy Mayor's questions in respect of the 'trickle down' responsibilities from the 'Person Conducting a Business Undertaking' (PCBU – effectively the General Manager), that he raised at the last meeting when this Remote & Isolated Worker Policy was provided for its first reading. The Risk Management Strategy effectively provides the accountability framework under which all Council Employees perform their respective duties. This document along with many other resources is provided to every Employee as part of their Induction Kit when they first join the workforce. Likewise, these responsibilities articulated within the Strategy form part of the regular training/information sharing sessions with Employees.

**RECOMMENDATION**

THAT Council

1. Receive and note the report; and
2. Consider the draft Remote & Isolated Worker Policy for adoption.

## DECISION

*Moved by Deputy Mayor E Batt, seconded by Clr K Dudgeon*

### THAT Council

1. Receive and note the report; and
2. Adopt the draft Remote & Isolated Worker Policy, noting that a reference to Council's Risk Management Strategy and accepted Operational Procedures will be included as a separate section (prior to Section 5).

### CARRIED

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

**ENCLOSURE**

*Item 17.2.2*

DRAFT



Council Policy

**REMOTE & ISOLATED WORKER POLICY**

Approved by:  
Approved date:  
Review date:

Council  
Insert date  
Insert date

**1. PURPOSE**

The purpose of this policy is to ensure that there are adequate systems in place to ensure the health, safety and welfare of remote & isolated workers in compliance with relevant provisions of the *Work Health and Safety Act 2012* Section 19 to reduce the risks of remote and isolated workers as far as is reasonably practicable.

**2. DEFINITION**

Remote or isolated work, in relation to a worker, means work that is isolated from the assistance of others persons because of location, time or the nature of the work.

Assistance includes, rescue, medical assistance and the attendance or emergency service workers.

**3. SCOPE**

This policy applies to all Southern Midlands Council workers who, as part of their duties, are required to undertake isolated or remote work activities, or manage or supervise workers who undertake remote or isolated work activities.

**4. OBJECTIVES**

To comply with *Work Health and Safety Regulations 2012* Section 48 and *Managing the Work Environment and Facilities Code of Practice* Section 4.2

Working alone or remotely increases the risk of any job. Exposure to violence and poor access to emergency assistance are the main hazard that increase the risk of remote or isolated work.

**5. POLICY**

Where a worker is required to work alone or after hours in the performance of their duties, the worker must first assess the risk before attending. If the jobs present a high level of risk they should not attend alone and wait for assistance by another worker. If they assess the risk as low they must communicate with the relevant office, advising the nature of the work, the location of the work, the length of time and report back once the job has been undertaken.

To protect remote and isolated workers, Council may install a GPS system, two-way communication systems and/or event data recorder in Council vehicles. Employees should be aware that the movement of vehicles fitted with a GPS may be monitored at any time to ensure safety of the worker.

Employees will be notified if a vehicle is fitted with a GPS system by either:

- Signage in the vehicle;
- Prior written notification (including electronically by email)

An officer nominated by the General Manager will monitor the system if and when required for safety purposes. Access to data will be restricted to the nominated officer and the relevant manager.

Workers may also be asked to carry any of the following:

- personal security system,
- personal location beacon (i.e. EPIRB)



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Council Policy  
**REMOTE & ISOLATED WORKER POLICY**

Approved by: Council  
Approved date: Insert date  
Review date: Insert date

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- personal duress system; or
- Other system identified as necessary (and as far as practical) in any risk assessment undertaken for the activity.

Such systems or devices will allow for activation of an appropriate safety response if required.

#### 6. DOCUMENT ADMINISTRATION

This Policy is to be reviewed every two years or as directed by the General Manager.

This document is Version 1.0 effective XX-XX-XXXX. The document is maintained by Community & Corporate Development, for the Southern Midlands Council.



## RISK MANAGEMENT STRATEGY

### EXECUTIVE SUMMARY

Risk management is being increasingly recognized as an integral part of good management practice. The Southern Midlands Council recognizes that to be effective, risk management must become part of the Council's culture, integrated into the Council's strategic plans and everyday activities rather than being viewed or run as a separate program. Risk management must become the responsibility of every employee, volunteer and elected member of the Council.

A Risk Management Strategy has been developed to focus the management of risks at both strategic and operational levels. The concept of risk management will be fundamental to the organizational culture through the philosophy of risk minimization for each and every activity undertaken by the Council.

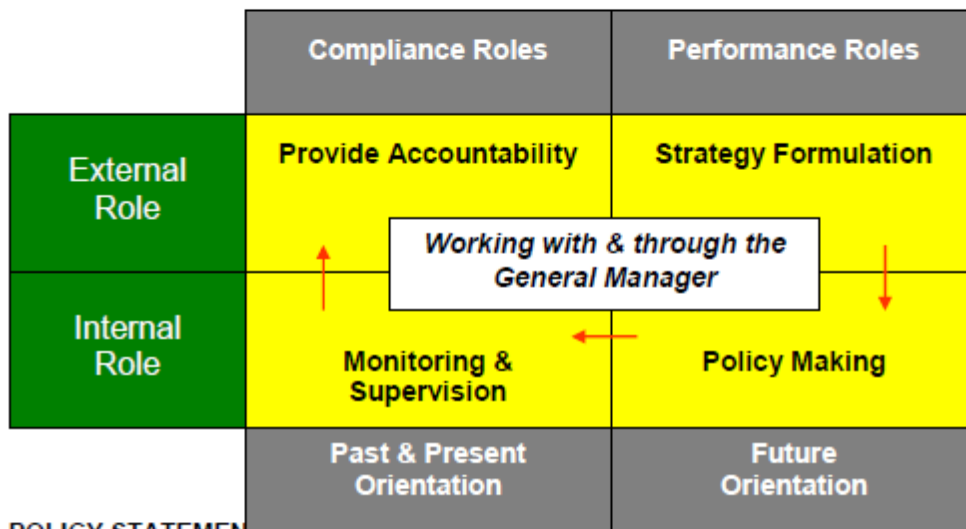
The objective of the Risk Management Strategy and underlying procedures is to establish the context, identification, analysis, evaluation, treatment, monitoring and communication of risk. No one business unit of the Council will have principal responsibility for progressing the strategy. Rather, all the divisions will work together to increase the integration of the risk management process into their planning and programs. This will be reflected in the management system that operates throughout the Council.





**FRAMEWORK FOR ANALYSING GOVERNANCE FUNCTIONS**

In his work on International Governance<sup>1</sup>, Professor Robert Tricker developed the model in the figure below which clarifies the twin responsibilities of conformance and performance. Whilst this model was developed for the private sector it is equally applicable to local government at the Elected Member level and for the sake of relevance in this illustration, the General Manager title has been inserted. The model illustrates the balance between the past / present focus on implementation and the future focus on strategy to perform on internal as well as externally focused role. This is applicable to risk management as well as a range of other governance issues.



**POLICY STATEMENT**

The Southern Midlands Council is committed to the management of risks under its control and responsibility in order to maintain and enhance the quality of life of its employees, residents and visitors.

The Council implements this policy through;

- gaining organizational support for risk management undertakings,
- raising awareness of risk management,
- educating staff on good risk management practices,
- systematically identifying risks and developing and maintaining a prioritized risk register,
- determining the magnitude of these risks, and
- developing ongoing strategies to address these risks.

<sup>1</sup> Tricker, R., *International Corporate Governance: Text Readings and Cases*, New York: Prentice Hall, 1994, p.149



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*Risk Management Strategy*



## OBJECTIVES

The objectives of this strategy are to implement the Council's Risk Management Policy and;

- to encourage the identification and reporting of potential risks and hazards,
- to identify and analyse the Council's liability associated to risk exposure,
- to systematically identify risks and develop a risk register,
- to determine the magnitude of these risks, and
- to develop ongoing strategies to address these risks.

## STRATEGY

Effective risk management is based on a structured approach to the management of risk that emphasizes a proactive rather than a reactive response. Management of risk will be addressed in the following order:

1. Wherever possible eliminate the risk;
2. Transfer the risk, in full or in part, by requiring that external organizations leasing or managing the Council's assets have adequate insurance and that the Council is indemnified and held harmless;
3. Reduce the risk by undertaking hazard analysis and risk audits, and developing procedures relating to all of the Council's activities;
4. Adequately insure the Council for all risk exposures;
5. Avoid the activity.

The strategy for risk management will be to:

- Develop and maintain a centralized customer requests and complaints database;
- Develop procedural documentation in respect of the operation of major areas of risk as identified;
- Develop and maintain a risk register, and develop a risk analysis formula for prioritization of risk;
- Monitor insurance claims and trends to identify risk areas and limit exposure;
- Carry out regular inspections of the Council's assets;
- Allocate sufficient funds in the Estimates to enable a proactive approach to risk management;
- Continually improve annual risk assessment performance rating by implementation of recommendations where possible.

The successful implementation of the risk management strategy requires an effective management system that specifies the methods chosen, assigns responsibilities and individual accountabilities for actions, and monitors them against specified criteria. The system is constantly being upgraded by the Risk Management Officer and will be implemented as various components come on line.



## PROCESS

The Australian/New Zealand Standard for Risk Management AS/NZS ISO 31000:2009 (which supersedes AS/NZS 4360: 2004) defines the risk management process under the following headings

- Establish the Context
- Identify Risks
- Analyse Risks
- Evaluate Risks
- Treat Risks
- Monitor and Review
- Communicate and Consult

### Establish the Context

This involves establishing the strategic, organizational and risk management context in which the rest of the process will take place. Criteria against which risk will be evaluated should be established and the structure of the analysis defined.

### Identify Risks

Identify what, why and how things can arise as the basis for future analysis.

### Analyse Risks

Determine the existing controls and analyse risks in terms of consequence and likelihood in the context of those controls. The analysis should consider the range of potential consequences and how likely those consequences are to occur. Consequence and likelihood may be combined to produce an estimated level of risk.

### Evaluate Risks

Compare estimated levels of risk against the pre-established criteria. These enable risks to be ranked so as to identify management priorities. If the levels of risk established are low, then risks may fall into an acceptable category and treatment may not be required.

### Treat Risks

Accept and monitor low-priority risks. For other risks, develop and implement a specific management plan, which includes consideration of funding.

### Monitor and Review

Monitor and review the performance of the risk management system and changes that might affect it.

### Communicate and Consult

Communicate and consult with staff and external authorities as appropriate at each stage of the risk management process and concerning the process as a whole.

---

*Risk Management Strategy*



## **SCOPE**

The following types of losses have been associated with broader definitions of risk:

- Personnel (Occupational Health, Welfare and Safety);
- Property and equipment, including plant and motor vehicles;
- Liability ( including public and legal liability, and professional indemnity);
- Environmental;
- Financial;
- Business interruption

## **KEY CONSIDERATIONS**

- Reputation
- Management Effort
- OH&S
- Environment
- Regulatory & Legislative
- Productivity
- Loss of EBIT

## **HIGHER RISK AREAS IDENTIFIED**

- Footpath Maintenance
- Road Maintenance
- Tree Management
- Playground Management
- Recreation Reserve Management and facility allocations
- Property Maintenance
- Professional Advice/Approvals (Statutory)
- Waste Transfer Stations

Each business unit will undertake regular reviews and inspections to determine their own areas of risk, particularly in the identified higher risk areas.

The review and inspection program will be ongoing, each year to be completed by the end of March to enable the recognition of proactive responses within the budgetary process.

Employees, volunteers, elected members and members of the public are encouraged to report potential risk situations via a structured response process.

## **ASSESSMENT**

An assessment of the identified risk must be undertaken to;

- determine existing controls,
- determine the likelihood of an incident,
- determine the consequences of the risk, and

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*Risk Management Strategy*



- establish the level of risk..

Each business unit will assess and prioritise the risks in accordance with the risk analysis formula developed under this strategy.

### **CONTROL AND TREATMENT**

The risk will be evaluated to determine the best option for treatment and, where appropriate, strategies will be prepared and implemented to rectify the problem.

As part of this process, procedures will be developed by each business unit as an ongoing responsibility in respect of risk management relevant to their particular functional areas. These procedures form part of the risk management strategy as they are developed.

### **IMPLEMENTATION**

Risk management will be implemented by;

- identifying, assessing and prioritizing areas of risk,
- documenting all policies and procedures,
- educating staff about effective risk management,
- providing adequate funding for maintenance works in the Council's Estimates, and
- following through on the steps outlined in the procedures developed under this strategy.

### **MONITORING AND REVIEW**

Monitoring of risk management for each area of risk is the responsibility of the respective divisional manager in conjunction with the Risk Management Officer and the Manager Corporate Services (Oatlands).

Monitoring of risk management will include;

- the analysis of claims/reports on a monthly basis,
- reviewing documentation developed under this strategy, and
- ensuring inspections are undertaken as outlined.

### **RESPONSIBILITIES**

Councillors, management, supervisors/co-ordinators, employees, volunteers, management committees and contractors all play a part in making risk management a priority as they undertake their daily tasks in the operations of the Southern Midlands Council.

**Council, Councillors -**

- Recognition, active encouragement and adoption of risk management as a key function of the Council, including listing risk management as a priority in the Council's Strategic Plan,



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*Risk Management Strategy*



- Approving the Risk Management Strategy, including reviews and amendments from time to time, and
- Ensure that there are adequate resources for the maintenance of the Strategy.

**General Manager -**

- Maintain overall responsibility for the effective management of all types of risks across Council's operations

**Risk Management Officer -**

- Provide support to the Council through the provision of advice and assistance with general risk management principles and processes,
- Co-ordinate the activities of the Risk Management Team (OH&S and Risk Management Committee) to continuously monitor the Council's performance on risk related matters
- Review incident, accident and hazard reports on a regular basis,
- Review procedures and processes developed under this policy and prepare updates for the SMC Senior Management Team (SMT),
- Investigate all claims against the Council,
- Facilitate an organisation-wide education and training program and monitor and audit employee recognition and performance of risk management principles on an annual basis,
- Develop and maintain a risk register, and develop and maintain a risk analysis formula for prioritisation of risk,
- Promote the adequate protection of Council's assets and operations, together with liability risks to the public, through appropriate budgeting, loss control programs and measures,

**Manager Corporate Services (Oatlands) -**

- Investigate claims against the Council and liaise with the Council's insurers,
- Actively pursue adequate insurance coverage for all risks.
- Report claims trends on a quarterly basis to the Southern Midlands Council Management Team (SMC SMT).

**Managers, Supervisors / Co-ordinators -**

- Develop procedural documentation in respect of the operation of major areas of risk as identified and implement those procedures accordingly,
- Monitor and audit processes to ensure appropriateness to current conditions and practices, and
- Provide assistance and requested information in relation to any insurance claim or risk management issue in a timely manner,
- Facilitate immediate responses to any report of hazard or incident received from a resident, employee or visitor,
- Advise of any risk management matter that should be incorporated in forthcoming budgets, and
- Actively implement recommendations on risk management.

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*Risk Management Strategy*



**Employees, Volunteers, Management Committees and Contractors -**

- Report any risk or incident immediately it is brought to their attention to supervisor, co-ordinator or manager;
- Conduct their daily duties in a manner that will not make the Council open to a loss or risk,
- Assist in the investigation of any incident that may have occurred as a result of a hazard,
- Act in a proactive manner to risk control and prevention,
- Perform duties in a manner that is within an acceptable level of risk to their own health and safety, and that of other employees, the Council's customers and the community in general.

**STRATEGY REVIEW**

This Risk Management Strategy and its implementation will be regularly reviewed.

**RELATED DOCUMENTS**

*Risk Management Policy*

**DOCUMENT HISTORY**

<i>First Council Meeting:</i>	<i>24<sup>th</sup> July 2002</i>	<i>Decision No. C/02/07/024/5667</i>
<i>Final Council Meeting:</i>	<i>4<sup>th</sup> September 2002</i>	<i>Decision No. C/02/09/035/5739</i>
<i>Repealed Council Meeting:</i>		<i>Decision No.</i>
<i>Updated Council Meeting:</i>	<i>22<sup>nd</sup> November 2006</i>	<i>Decision No. C/06/11/159/8607</i>
<i>Updated Council Meeting:</i>	<i>12<sup>th</sup> December 2011</i>	<i>Decision No. C/11/12/012/10781</i>

### **17.2.3 LOCAL GOVERNMENT ASSOCIATION OF TASMANIA – ELECTION OF PRESIDENT & GENERAL MANAGEMENT COMMITTEE MEMBER(S)**

**Author:** GENERAL MANAGER (TIM KIRKWOOD)

**Date:** MARCH 2019

**Enclosure(s):**

*Ballot Paper*

*Election of LGAT President Candidate Statements*

#### **ISSUE**

Council to determine its voting for the position of LGAT President and General Management Committee Member(s).

#### **BACKGROUND**

In accordance with the Rules of the Local Government Association of Tasmania (adopted at the AGM of the Association on 25 July 2018), an election is required to fill the vacancy on the General Management Committee (GMC) for the position of President and 6 members for a two year term.

#### **DETAIL**

Refer attached Ballot Paper issued by the Tasmanian Electoral Commission.

Note: The Southern Midlands Council is also able to cast a vote in the GMC Southern District category (population more than 20,000).

**Priority - Implementation Time Frame** – Close of postal ballot - 10.00am Wednesday 19 June 2019.

Declaration of result: Wednesday 19 June 2019

#### **RECOMMENDATION**

THAT:

- a) Council determine its voting order for the position of LGAT President (numbered 1 to 6);
- b) Council determine its voting order for the General Management Committee position representing the Southern District (population less than 20,000); and
- c) Council determine its voting order for the General Management Committee position representing the Southern District (population more than 20,000).

**DECISION**

*Moved by Clr R McDougall, seconded by Clr K Dudgeon*

**THAT the meeting be adjourned at 12.35 p.m. to allow individual Councillors to complete the respective ballot forms in a secret ballot format which will then be consolidated to determine Council's voting priorities.**

**CARRIED**

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

**DECISION**

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

**THAT the meeting be reconvened at 12.47 p.m.**

**CARRIED**

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



**DECISION**

*Moved by Cllr K Dudgeon, seconded by Cllr D Fish*

**THAT:**

- a) **Council Vote 1 for Brendan Blomeley for the position of LGAT President; Second Preference to Christina Holmdahl; and Third Preference to Daryl Quilliam;**
- b) **Council Vote 1 for Tony Bisdee for the General Management Committee position representing the Southern District (population less than 20,000); and**
- c) **Council Vote 1 for Brendan Blomeley for the General Management Committee position representing the Southern District (population more than 20,000).**

**CARRIED**

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

**ENCLOSURE**

Item 17.2.3

**BALLOT PAPER**

Local Government Association of  
Tasmania 2019

**PRESIDENT**

Number the boxes from 1 to 6 in  
order of your choice

BLOMELEY, Brendan

BURNET, Helen

FRESHNEY, Peter

HOLMDAHL, Christina

QUILLIAM, Daryl Herbert

TUCKER, Mick

Number at least 1 box to make your vote count

**BALLOT PAPER**

Local Government Association of  
Tasmania 2019

**GENERAL MANAGEMENT COMMITTEE MEMBER**

SOUTHERN DISTRICT  
(LESS THAN 20 000)

Number the boxes from 1 to 3 in  
order of your choice

BISDEE, Tony

SHAW, Ben

TRIFFITT, Loueen (Lou)

Number at least 1 box to make your vote count

**BALLOT PAPER**

Local Government Association of  
Tasmania 2019

**GENERAL MANAGEMENT COMMITTEE MEMBER**

SOUTHERN DISTRICT  
(MORE THAN 20 000)

Number the boxes from 1 to 2 in  
order of your choice

BLOMELEY, Brendan

JOHNSTON, Kristie

Number at least 1 box to make your vote count



**ELECTION OF LGAT PRESIDENT**  
**Candidate Statements (in alphabetical order)**

**Brendan Blomeley**



At a time when the role of local government is coming under increasing scrutiny both at a state and federal level, it is important our association has direct and clear access to elected officials as well as decision makers in both tiers of Government in order to ensure the sector's best interests are served.

I am 44 years of age and the proud dad of two wonderful children. I have a strong professional background, having led a national industry association, managed the government and corporate relations for a significant Tasmanian company as well as a top-50 ASX-listed entity. I have also worked as a ministerial adviser at both a state and federal level with strong links to senior bureaucrats and elected officials of all political persuasions.

I have a passion for serving my community and was first elected to Clarence City Council in 2000 and re-elected in 2005. After nearly a decade of working at the highest level of my field interstate, I returned to put my roots down once and for all in our wonderful state in 2015 and was honoured to be elected again to Clarence City Council last year.

I have an MBA and am a graduate of the Australian Institute of Company Directors. I was made a fellow of the Australian Institute of Company Directors (FAICD) in 2012 and in 2017 I was also made a Fellow of the Institute of Managers and Leaders (FIML).

My community service has also included:

- Deputy Chairman, The Education Foundation of Tasmania;
- Chairman of Variety the Children's Charity, Tasmania;
- Vice-Chairman, Property Council of Australia (Tasmanian Division);
- Director, Migrant Resource Centre (Southern Tasmania); and
- Director, Crime Stoppers Tasmania.

As Councils seek to adequately address the many challenges associated with the infrastructure deficit, particularly in our rural and regional areas, our association needs strong, fearless and effective leadership.

With nearly a decade of Local Government involvement in Tasmania, combined with my corporate and political experience as well as media capacity, I have the skills and capabilities to provide the strong, fearless and effective leadership LGAT needs and deserves.

Importantly, as I do not bear the additional weight of mayoral chains, I will be in a position to devote 100% focus on delivering for you, the Members.

If you would like to discuss my candidacy or have suggestions as to how we can improve our community, I'd love to hear from you so please feel free to contact me on 0413 972 307.

Thank you for your consideration.

### Helen Burnet



I seek your council's nomination for the position of President for the Local Government Association of Tasmania.

This is an important role for Tasmania. With a passion for local government and the communities we serve, I have the skills and time to commit to this important role.

I feel that the following issues are important for our communities:

- preparing our communities for the impacts of climate change and extreme weather events including bushfires
- access to affordable housing
- planning reform
- recycling and waste management
- good health and wellbeing
- elected representative and staff skills development
- effective purchasing through the National Procurement Network
- advocating for Tasmanian local government at both the state and national forums

My relevant experience has included key leadership positions in Council, both as Deputy Mayor (2009-11 and from the recent council election), chairperson of the City Planning Committee and other council committee memberships, my experience both in a previous professional capacity (Tasmanian Health Service Podiatry Manager 2005-2017), and as a

volunteer on community boards (TMAG, Maritime Museum and recent chair of the Migrant Resource Centre of Tasmania).

I am a graduate member of the Australian Institute of Company Directors and regularly update my skills relating to governance, financial, infrastructure and planning issues.

My children now adults have grown up in Tasmania where they both work and study. I am married and like many Tasmanians, have a strong connection to this place.

I see the pressures on our councils both rural and city-based, to be effective in delivering for their communities. With an emphasis on City Deals and a population drift to cities, smaller councils as well as large need good representation by the umbrella organisation. This is of great importance to me and I would see this as critical in providing that balanced representation.

The role of LGAT in advocating for, providing training, skills development and recruitment for the sector, and driving policy in key areas is vital and I want the organisation to consolidate and extend the work already undertaken.

It is now that the Local Government needs a strong voice. If you have any queries, please contact me to discuss. I look forward to meeting you and your Councils, should I be elected as President, as this will be one of my priorities.

Helen Burnet  
Deputy Lord Mayor  
City of Hobart  
E: [cr.burnet@hobartcity.com.au](mailto:cr.burnet@hobartcity.com.au)  
M: 0417 284 267

#### Peter Freshney



I am writing to seek your support for my candidacy for the position of President of our Local Government Association.

Like other candidates, my nomination was underpinned by a passionate belief in Local Government and our combined commitment to make a positive difference in the lives of those we are elected to represent.

Similarly, I believe there is a real need for strong leadership of our sector and in particular, in providing advocacy on those issues that are determined to be a priority by our membership.

More so, I'm also committed to ensuring support and assistance is provided to individual members of our Councils and to ensure, wherever possible, our peak body's priorities are clearly aligned with those of the membership.

In terms of my experience, I'm currently Mayor of the Latrobe Municipality and Co-Chair of the Municipal Alliance Committee that Latrobe Council has with Kentish Council. I also Chair the Mersey Leven Emergency Management Committee and am a TasWater Owner Representative. I Chaired the North West Flood Recovery Committee in the aftermath of the 2016 floods and am presently a member of the Local Government Act Review Reference Group. I also currently sit of the boards of the Latrobe Early Learning Centre and the Shearwater Country Club Timeshare Resort.

In 2016 I led a three Mayor delegation to Canberra to lobby on behalf of the Cradle Coast Region seeking a new long term funding agreement for the Mersey Community Hospital which ultimately resulted in the single largest financial agreement between the Federal and State Government in Tasmania's history. That agreement also secured a return for the Mersey Community Hospital to the state health system with guaranteed 10 year funding. I am a strong supporter of, and contributor to, the Cradle Coast Authority through my role as Deputy Chief Representative and have played a significant role in the restructuring and renewed leadership of that organisation.

I have a strong business background and own and manage a state-wide communications contracting company that currently employs 20 full time staff and provides services to all the major communications companies operating in the state. I have been a long term contributor to, and member of, many sporting and community based clubs primarily in leadership and executive roles.

All that being said, I am committed and passionate about contributing to Local Government and local communities and I would sincerely appreciate your support in my candidacy for the Presidency of the Local Government Association of Tasmania.



Christina Holmdahl



In the ten years that I have been leading my municipality, firstly as a Councillor for four years, Deputy Mayor for two years and Mayor for four years and re-elected as Mayor last October, I have gained the skills and experience that I am confident will enable me, if elected, to effectively represent our sector as your President.

As well as my duties as Councillor and Mayor of the West Tamar Municipality I am serving my third term as a member of the General Management Committee of LGAT, I am a member of the Premier's Local Government Council, a member of the LGAT CEO Appraisal Committee and a member of the Tamar Estuary Management Task Force.

In the last term of Local Government I spear-headed the West Tamar's Council's campaign to merge with the George Town Council and while the merger didn't eventuate, the experience gave me a clear understanding of the importance for regional co-operation and working across all municipal boundaries.

I spent 25 years in the media, fourteen of them in Canberra. My time in the capital developed my capacity as an effective political lobbyist.

My time in Canberra prepared me very well for a career change into the area of Corporate Public Affairs in Adelaide. I held the position of Corporate Public Affairs Manager for the Australian National Railways Commission, a Commonwealth Government commercial enterprise, for seven years. In that role I liaised on a regular basis with ministers' advisers in matters related to transport and railways, as well as working closely with our clients and my counterparts in the other State Railways.

As Mayor and Councillor I have strong connections with my community and this was reflected in my vote at the recent Local Government elections, the highest ever vote for a Mayor in the municipality.

I believe that I am qualified to continue the good work of our previous presidents and I'm confident that my working life prior to entering Local Government has prepared me well to be a strong and effective advocate for our sector as the next president of LGAT.

I have a very good working relationship with all levels of government on both sides of politics and I firmly believe that the best results come to Local Government by the sector remaining independent of party politics.

**Daryl Quilliam**



I am extremely humbled by the encouragement I have had to nominate for the President of LGAT.

I am passionate about Local Government and the incredible influence and positive leadership we can have on local communities.

I have a wide range of experience and understanding across all aspects of Local Government and community, and as your representative would be a huge privilege to serve you as your President.

I am now retired so this gives me plenty of time to address issues of Local Government.

My experience for the position includes:

1. Councillor for the past thirty-two years and the Mayor of Circular Head for eleven of those years,
2. Vice President of LGAT for the past 7 years, and acted for a short time as president after the untimely death of President Barry Jarvis, and
3. Board Member on the ALGA Board, a position arising from my role as LGAT Vice President.

I am invested heavily in local community, supported ably by my wife of 45 years, Bev, and my 2 daughters, their partners and my grandchildren.

Amongst my other state-wide community roles representation has included Chairperson of Rural Health Tasmania (10 years), and Chairperson of 26Ten Coalition (3 years). I also represent LGAT on the Rural Financial Counselling Committee for the State.

My involvement and interests in local community organisations and sporting clubs, are too numerous to mention here.

I believe I would be a safe pair of hands to lead the organisation forward to new horizons, in challenging and dynamic times. My personal circumstances will allow me to be dedicated to supporting this important role full time in advancing and promoting LGAT objectives.

I hold a strong professional rapport with the Premier and Cabinet Ministers of Tasmania and numerous other State and Federal leaders, which I feel promotes opportunities for LGAT and local government in building stronger funding and community outcomes.



I strongly believe that LGAT is owned by all councillors, so if elected as President, I would commit to personally visiting all councils within my first two years, whereby to listen, face to face to the local concerns to better inform my support and representation of you.

Given the wide range of candidates, and the desire by some councils to support their own nomination, I would really appreciate your Council's number two vote.

I thank you for taking the time to support my interest in nominating, I can be contacted most days on 0408 543 927, should you have any questions that you would like to raise.

### Michael (Mick) Tucker



I am a passionate advocate not just for Break O' Day and the East Coast but all of our beautiful state. This is because I have a deep seeded love for Tasmania, her people and her landscape. This is why I am so committed to my role as a public servant and the responsibility of serving my community.

While I acknowledge the outstanding work of current and previous committee members, I am a believer in change being a revitalising force as it allows different views and perspectives to be heard and ensures an organisation's momentum towards the future.

At times I have been referred to as outspoken, and this is a direct result of my passion for our region and eagerness to ensure the community's voice is heard. Fiercely independent, I will never be swayed by political agenda or promise, once committed to a stance I am unshakeable in my determination and focus.

Over the years I have been involved with a number of boards and committees and so have a grounded understanding of the level of responsibility and commitment required to ensure the interests of an agency are both represented and imposed.

My experience as an Executive board/committee member includes:

- Past President of the Tasmanian Hook fisherman's association
- Past Executive Committee member of SENTMAC (South East Non-Trawl Management Committee)
- Past Board Director of the Australian board of directors of the Australian Newsagents Federation

- Past Executive Committee member of TFIC (Tasmanian Fishing Industry Council)
- Past Executive Board member of the St Helens Chamber of Commerce
- Past President of the Tasmanian Axeman's Association and current state representative
- Break O'Day Mayor and Councillor

**A bit about Mick personally:**

An East Coast stalwart, I have been the Mayor of Break O'Day Council for four years and was a Councillor for three years prior to that.

I believe in cohesion and collaboration between the community and bureaucracy, and have dedicated more than 30 years of my life to community service both through Local Government and my involvement with committees including the St Helens Chamber of Commerce.

I have been married to my wife Charmaine for 40 years and we have two beautiful daughters. Charmaine and I have owned and run the St Helens Newsagency for the last 17 years which is my second Mayoral office and certainly somewhere the community knows where to find me if they want a quick chat. I am also an avid woodchopper and still represent both the state and the nation. I am also a qualified shipwright and was a professional fisherman for 26 years.

## 17.2.4 TABLING OF DOCUMENTS

### MIDLAND HIGHWAY UPGRADE – NORTH OF MELTON MOWBRAY TO LOVELY BANKS

Draft Plans for the above section of Highway upgrade were tabled at the meeting, noting that the Plans have since been withdrawn as they are to be amended.

#### DECISION

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

**THAT the Department of State Growth be requested to present revised Plans to a Council workshop (prior to final addition), noting that the following initial concerns have been raised with Council before the withdrawal of plans for public display:-**

- A. Lovely Banks Road requires a dedicated left turn in, as is standard treatment of all other public roads.**
- B. Lovely Banks property (main entrance) needs a dedicated left turn in due to the sight distance to the south.**
- C. Southbound climbing lane – there is a net loss of overtaking lane distance, this lane has been made shorter on both ends when compared to the existing; to start as close to Lovely Banks Road as possible due to steep climb ahead.**
- D. Highlands Lakes Road junction merge lane – short overtaking/merging lane to facilitate slow moving vehicles heading north out of Highlands Lakes Road. Extend overtaking lane through and past Muddy Plains Road to join onto designed climbing lane north of Muddy Plains Road.**
- E. North bound overtaking lane from Lovely Banks Road – overtaking lane starting as close to the north of this intersection as possible, very little sight distance.**

#### CARRIED

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

## 17.3 Finances

### Strategic Plan Reference(s) 6.3.1, 6.3.2 & 6.3.3

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

### 17.3.1 MONTHLY FINANCIAL STATEMENT (PERIOD ENDING 30 APRIL 2019)

**Author:** FINANCE OFFICER (COURTNEY PENNICOTT)

**Date:** 15 MAY 2019

#### ISSUE

Provide the Financial Report for the period ending 30<sup>th</sup> April 2019.

#### BACKGROUND

The format of the Operating Expenditure Report has been amended to include a Year To Date (YTD) Budget Column, with variations (and percentage) based on YTD Budgets – as opposed to total annual Budget.

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

#### DETAIL

The enclosed Report incorporates the following: -

- Statement of Comprehensive Income – 1 July 2018 to 30 April 2019
- Operating Expenditure Budget Report – as at 30 April 2019
- Capital Expenditure Estimates – as at 30 April 2019
- Cash Flow Statement – 1 July 2018 to 30 April 2019
- Rates & Charges – as at 14 May 2019

#### OPERATING EXPENDITURE ESTIMATES (OPERATING BUDGET)

Overall, operating expenditure to end of April 2019 was \$6,135,757, which represents 99.17% of YTD Budget.

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

#### ***Strategic Theme - Infrastructure***

**Sub-Program – Bridges** – expenditure to date (\$55,898 – 164.52% of YTD Budget) relates to engineering assessments required for NHVR (Special Purpose Vehicles network assessment) which is a one-off exercise at a cost of \$20,802. This assessment

also relates to the Road Program and the amount expended can be offset against the Road Program Budget.

**Sub-Program – Walkways** – expenditure to date (\$194,415 – 113.31% of YTD Budget). Costs relate to annual township mowing, spraying and litter collection. Budget to be monitored for remainder of financial year.

***Strategic Theme – Growth***

Nil.

***Strategic Theme – Landscapes***

**Sub-Program – Heritage** – expenditure to date (\$280,014 – 111.99%). Expenditure includes costs associated with the ‘Archaeology Dig’ at Melton Mowbray, some of which will be reimbursed by UTAS (exact amount yet to be confirmed).

***Strategic Theme – Lifestyle***

Nil.

***Strategic Theme –Community***

**Sub-Program – Capacity** – expenditure to date (\$53,918 – 222.92%). Expenditure includes Council’s contribution of \$5K to the Green Ponds Progress Association (being its contribution towards the purchase of a community bus) and costs associated with the Heritage Festival and the Kempton Memorial Avenue event.

***Strategic Theme –Organisation***

Nil.

**RECOMMENDATION**

THAT the Financial Report be received and the information noted.

**DECISION**

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

**THAT the Financial Report be received and the information noted.**

**CARRIED**

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

STATEMENT OF COMPREHENSIVE INCOME  
FOR THE PERIOD  
1st JULY 2018 to 30th APRIL 2019

	Annual Budget	Year to Date as at 30th APRIL	%	Comments
<b>Income</b>				
General rates	\$ 5,390,741	\$ 5,378,631	99.8%	Budget includes Interest & Penalties to be imposed to end of June 2019
User Fees (refer Note 1)	\$ 730,602	\$ 844,720	115.6%	
Interest	\$ 177,000	\$ 191,845	108.4%	
Government Subsidies	\$ 24,000	\$ 11,751	49.0%	Heavy Vehicle Licence Fees & Road Rescue MAIB reimbursements
Contract Income	\$ 0	\$ 0	0.0%	
Other (refer Note 2)	\$ 162,000	\$ 84,516	52.2%	
<b>Sub-Total</b>	<b>\$ 6,484,343</b>	<b>\$ 6,511,462</b>	<b>100.4%</b>	
Grants - Operating	\$ 3,356,130	\$ 1,282,091	38.2%	\$1,277,327 FAGS; \$4,764 ANZAC
<b>Total Income</b>	<b>\$ 9,840,473</b>	<b>\$ 7,793,554</b>	<b>79.2%</b>	
<b>Expenses</b>				
Employee benefits	\$ (3,914,764)	\$ (3,048,812)	77.9%	Less Roads - Resheeting Capitalised
Materials and contracts	\$ (3,042,876)	\$ (3,100,950)	101.9%	Less Roads - Resheeting Capitalised, Includes Land Tax
Depreciation and amortisation	\$ (2,855,500)	\$ (2,370,065)	83.0%	Percentage Calculation (based on year-to-date)
Finance costs	\$ (30,723)	\$ (23,359)	76.0%	
Contributions	\$ (221,180)	\$ (165,885)	75.0%	Fire Service Levies
Other	\$ (141,075)	\$ (112,810)	80.0%	Incls Rate Discounts
<b>Total expenses</b>	<b>\$ (10,206,118)</b>	<b>\$ (8,821,881)</b>	<b>86.4%</b>	
<b>Surplus (deficit) from operations</b>	<b>\$ (365,645)</b>	<b>\$ (1,028,327)</b>	<b>281.2%</b>	
Grants - Capital (refer Note 3)	\$ 1,669,375	\$ 522,050	31.3%	
Sale Proceeds (Plant & Machinery)	\$ 353,000	\$ 75,616	0.0%	
Net gain / (loss on disposal of non-current assets)	\$ 0	\$ 0	0.0%	
<b>Surplus / (Deficit)</b>	<b>\$ 1,656,730</b>	<b>-\$ (430,662)</b>	<b>-26.0%</b>	

NOTES				
1. Income - User Fees (Budget \$730,602) includes:				
- All other Programs	\$ 399,869	\$ 487,579	121.9%	Actual Income Received (i.e. excluding Debtors)
- Private Works	\$ 170,733	\$ 261,732	153.3%	
- Callington Mill	\$ 160,000	\$ 95,408	59.6%	
	\$ 730,602	\$ 844,720		
2. Income - Other (Budget \$162,000) includes:				
- Tas Water Distributions	\$ 152,000	\$ 76,000	50.00%	
- HBS Dividend	\$ 10,000	\$ -	0.0%	
- Other	\$ -	\$ 8,516	0.0%	
	\$ 162,000	\$ 84,516	52.2%	
				dftgh
3. Grant - Capital (Budget \$1,669,375) includes:				
- Swimming Pool	\$ 1,250,000	\$ -	0.0%	
- Kempton Comm Health Centre	\$ 75,000	\$ -	0.0%	Received 30/6/18
- Roads To Recovery Grant	\$ 344,375	\$ 344,375	100.0%	
- Twin Equestrian Arenas	\$ -	\$ 36,784	0.0%	
- Infrastructure Grant	\$ -	\$ 17,000		
- Commissariat NSRF Grant	\$ -	\$ 123,891	0.0%	
	\$ 1,669,375	\$ 522,050	31.3%	
4. Grant - Operating (Budget \$1,669,375) includes:				
Operating Grants				
FAGS	\$ 3,356,130	\$ 1,277,327	38.1%	
ANZAC Memorial Grant	\$ -	\$ 4,764		
	\$ 3,356,130	\$ 1,282,091		

CAPITAL EXPENDITURE PROGRAM 2018-19  
AS AT 30 APRIL 2019

			BUDGET	EXPENDITURE	VARIANCE	COMMENTS
<b>INFRASTRUCTURE</b>						
<b>ROAD ASSETS</b>						
Resheeting Program	Various	Roads Resheeting Hardings Road	\$ 450,000	\$ 293,378 \$ 24,008	\$ 132,614	RTR
Reseal Program		Roads Resealing (as per agreed program)	\$ 500,000	\$ -	\$ 451,709	
	C1010047	Kempton Intersections Parattah Township		\$ 16,800		
	C1040025	- Tunnack Main Road Kerb & Gutter		\$ 10,080		Tunnack Main - Asphaltting
	C1090013	- Swan Street (Blackport Rd to Green Valley Rd)		\$ 21,411		Swan Street - Asphaltting
	C1010017	Glen Morey Road	\$ 135,000	\$ 144,453	\$ (9,453)	RTR
	C1010080	Woodsdale Road	\$ 135,000	\$ 162,718	\$ (27,718)	RTR
	C1020033	Yarlington Road (Smarts Hill - 150 metres)	\$ 22,500	\$ 7,740	\$ 14,760	\$22.5K Budget c/fwd
	C1010081	Interlaken Road		\$ 68,310	\$ (68,310)	
Reconstruct & Seal	C1010001	Blackbrush Road - new seal (400 metres each end) Huntington Tier ( 350 metres, Huntington Tier End)	\$ 72,000 \$ 52,000	\$ 89,973 \$ 6,675	\$ (17,973) \$ 45,325	\$72K Budget c/fwd
Minor Seals (New)	C1020064	Ryndaston Road Dust Suppressant Seal Church Road (Brighton Council end)	\$ 20,000 \$ 10,000	\$ 12,833 \$ -	\$ 7,167 \$ 10,000	\$10K Budget c/fwd
	C1020032	Hasting Street Junction	\$ 15,000	\$ 959	\$ 14,041	\$15K Budget c/fwd WIP 30/6/18 \$959
Unsealed - Road Widening	C1010077	Clifton Vale - (Cliff Section)	\$ 40,000	\$ -	\$ 40,000	\$40K Budget c/fwd
	C1020062	Brown Mountain Road (vicinity of Ferniehurst)	\$ 15,000	\$ -	\$ 15,000	
	C1020061	Native Corners Road (Far end, Widening/Guard Rail)	\$ 20,000	\$ 10,975	\$ 9,025	
Junction / Road Realignment / Other	C1010037	Campania - Reeve St / Clime Street (includes Footpath)	\$ 70,000	\$ 2,617	\$ 67,383	\$45K Budget c/fwd WIP 30/6/18 \$2,617
	C1010079	Reeve St - Hall Street to Rec Ground (K&G) - 70 metres Reeve Street - Footpath (continuation to Hall)	\$ 20,000 \$ 18,000	\$ 6,887 \$ -	\$ 13,114 \$ 18,000	Budget c/fwd
	C1020047	Lovely Banks Road (junction with Colebrook)	\$ -	\$ 3,230	\$ (3,230)	Final Survey & Acquisition Plan
	G1010002	Bagdad Primary School - Car Park (contribution)	\$ 25,000	\$ -	\$ 25,000	
	C1040022	Tunbridge Main Road - Kerb & Gutter Renewal	\$ 20,000	\$ -	\$ 20,000	
	C1010039	Woodsdale Road - Landslip Area(s) - Engineering Assessment	\$ 9,500	\$ 3,662	\$ 5,838	\$9.5K Budget c/fwd
	G1010002	Bagdad Community Club - Car Park	\$ 32,000	\$ 28,025	\$ 3,975	Grant Funded (Grant Received June 18)
			<b>\$ 1,681,000</b>	<b>\$ 914,733</b>	<b>\$ 766,267</b>	



<b>BRIDGE ASSETS</b>	C1030006	Fields Road Bridge (B1851)	\$ -	\$ 1,469	\$ (1,469)	WIP 30/6/18
	C1030049	Inglewood Road (B 4289)	\$ -	\$ 15,462	\$ (15,462)	Capitalised 16/17
	C1030055	Link Road (B3820)		\$ 6,071	\$ (6,071)	
	C1030056	Noyes Road (Limekiln Creek T268.00051)	\$ -	\$ 350	\$ (350)	Capitalised 17/18
	C1030057	Reynolds Road (Burns Creek B5301)	\$ -	\$ 4,380	\$ (4,380)	WIP 30/6/18
			<b>\$ -</b>	<b>\$ 27,732</b>	<b>\$ (27,732)</b>	
<b>WALKWAYS</b>	C1040003	Footpaths - General Streetscapes Bagdad Township	\$ 5,000	\$ -	\$ 5,000	
	C1090013	- Swan Street (Blackport Rd to Green Valley Rd) Campania Township	\$ 110,000	\$ 114,365	\$ (4,365)	\$4K Budget c/fwd WIP 30/6/18 \$2,687
		- Review Management Plan (Site Plan) / Walking Tracks (Bush) Colebrook Township	\$ 5,000	\$ -	\$ 5,000	\$5K Budget c/fwd
	C1040015	- Streetscape Plan Development & Implementation (Part) Kempton Township	\$ 15,000	\$ 39,611	\$ (24,611)	\$15K Budget c/fwd
	C1040004	- Streetscape Plan (Review & Implementation (Part)	\$ 70,000	\$ 81,330	\$ (11,330)	\$40K Budget c/fwd WIP 30/6/18 \$9,660
	C1040006	- Main Street Footpath Construction Parattah Township	\$ 25,000	\$ 22,363	\$ 2,637	
	C1040025	- Tunnack Main Road Kerb & Gutter Tunbridge Township	\$ 14,478	\$ 18,304	\$ (3,826)	
	C1040024	- Streetscape Project (Part Implementation) - 2 yr program	\$ 9,500	\$ 11,057	\$ (1,557)	\$9.5K Budget c/fwd
			<b>\$ 253,978</b>	<b>\$ 287,030</b>	<b>\$ (33,052)</b>	

**CAPITAL EXPENDITURE PROGRAM 2018-19  
AS AT 30 APRIL 2019**

			<b>BUDGET</b>	<b>EXPENDITURE</b>	<b>VARIANCE</b>	<b>COMMENTS</b>
<b>LIGHTING</b>	C1050001	Esplanade Project (Total Project Cost \$128k year 1-2)	\$ 64,000	\$ 158	\$ 63,843	
			<b>\$ 64,000</b>	<b>\$ 158</b>	<b>\$ 63,843</b>	
<b>BUILDINGS</b>	C4070037	Tunbridge Town Hall Toilets (Contribution)	\$ 10,000	\$ 3,265	\$ 6,735	
	C1110001	Colebrook History Room toilets	\$ -	\$ 3,625	\$ (3,625)	
			<b>\$ 10,000</b>	<b>\$ 6,890</b>	<b>\$ 3,110</b>	

<b>DRAINAGE</b>		Bagdad				
		- Lyndon Road	\$ 15,000	\$ -	\$ 15,000	
		Campania				
		- Reeve Street Open Drain (north of Telephone Box)	\$ -	\$ 4,124	\$ (4,124)	WIP 30/6/18 \$4,124 - Budget c/fwd
		Oatlands				
		- Barrack Street (towards Mason Street)	\$ 10,000	\$ -	\$ 10,000	\$10K Budget c/fwd
		- High St/Wellington Street Junction	\$ 5,000	\$ -	\$ 5,000	\$5K Budget c/fwd
		- Queen Anne Street	\$ 7,500	\$ -	\$ 7,500	\$7.5K Budget c/fwd
		Kempton				
		- Memorial Avenue	\$ 10,000	\$ -	\$ 10,000	Expenditure allocated to 'Capacity Program' - Mem Ave Dev
			<b>\$ 47,500</b>	<b>\$ 4,124</b>	<b>\$ 43,376</b>	
<b>WASTE</b>	C110001	Wheelie Bins and Crates	\$ 17,000	\$ 180,322	\$ (163,322)	Funded Annual Depreciation
		Oatlands WTS - Concrete Pad(s)	\$ 25,000	\$ -	\$ 25,000	\$25K Budget c/fwd
		Dysart WTS - General Improvements	\$ 20,000	\$ -	\$ 20,000	\$20K Budget c/fwd
			<b>\$ 62,000</b>	<b>\$ 180,322</b>	<b>\$ (118,322)</b>	
<b>TOURISM</b>						
	C2020002	Beacon Tourism Sub-Regional Project	\$ -	\$ 428	\$ (428)	Relating to 17-18 Grant
	C2020005	Lake Dulverton Arts Sculpture Project	\$ 12,000	\$ 14,446	\$ (2,446)	WIP 30/6/18 \$12,000
			<b>\$ 12,000</b>	<b>\$ 14,874</b>	<b>\$ (2,874)</b>	
<b>HERITAGE</b>						
	C3010003	Callington Mill (Asset Renewals)	\$ 10,000	\$ 24,841	\$ (14,841)	
		Callington Mill (Mill Tower - Fire Detection System & Exit Lighting)	\$ 6,500	\$ -	\$ 6,500	Budget c/fwd
		Callington Mill (Restoration of Fan Tail & Sails)	\$ -	\$ 27,494	\$ (27,494)	WIP 30/6/18 \$27,494
	G3010010	Commissariat (79 High Street)	\$ 141,800	\$ 355,850	\$ (214,050)	2018/19 - Excess includes \$45,501 - BW Wages & On-costs
Wood Stove (Women's Kitchen)		Oatlands Court House (Stabilisation & Gaol Cell)	\$ 8,000	\$ -	\$ 8,000	Budget c/fwd \$5k
	C3010002	Oatlands Gaol - Minor Capital Works	\$ 5,000	\$ -	\$ 5,000	Budget c/fwd
		Oatlands Gaol - Wingwall Completion	\$ 15,000	\$ -	\$ 15,000	
		Oatlands Gaol - Aluminum Temporary Steps (Entrance)	\$ 3,500	\$ -	\$ 3,500	
	G3010011	Heritage Building (Key Card System)	\$ 47,000	\$ 45,499	\$ 1,501	\$47K Budget c/fwd WIP \$37,192
		Kempton Watch House (Fitout)	\$ 7,500	\$ -	\$ 7,500	\$7.5K Budget c/fwd
	C3010011	Roche Hall Forecourt (Interps - Planning Condition of Approval)	\$ 40,000	\$ 3,845	\$ 36,156	
		Roche Hall - External Painting (excl. Gutters; Fascias & Soffits)	\$ 15,000	\$ -	\$ 15,000	
	C3010006	Parattah Railway Station - Guttering & Fascia	\$ 9,600	\$ 5,700	\$ 3,900	Budget c/fwd
			<b>\$ 308,900</b>	<b>\$ 463,229</b>	<b>\$ (154,329)</b>	

NATURAL						
	C3020007	Chauncy Vale - Improvements	\$ 15,000	\$ 4,928	\$ 10,072	
	C3020008	Mahers Point - Lanscape Plan	\$ 25,000	\$ 2,596	\$ 22,404	
		Callington Park - BBQ Replacement	\$ 5,500	\$ -	\$ 5,500	
			<b>\$ 45,500</b>	<b>\$ 7,523</b>	<b>\$ 37,977</b>	
REGULATORY						
	C3040001	Kempton Council Chambers - Restoration Works	\$ 46,500	\$ 21,191	\$ 25,309	\$11.5K Budget c/fwd
	C9990001	Kempton Council Chambers - Office Furniture & Equipment	\$ 8,400	\$ 4,870	\$ 3,530	
			<b>\$ 54,900</b>	<b>\$ 26,061</b>	<b>\$ 28,839</b>	
LIFESTYLE ACCESS			BUDGET	EXPENDITURE	VARIANCE	COMMENTS
	C4070035	All Buildings (Priority Approach - Year 3 of 5)	\$ 50,000	\$ -	\$ 50,000	
			<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	
PUBLIC HEALTH						
	C4070035	Kempton Community Health Facility	\$ 200,000	\$ 445	\$ 199,555	
			<b>\$ 200,000</b>	<b>\$ 445</b>	<b>\$ 199,555</b>	
RECREATION						
	C4070005	Recreation Committee	\$ 30,000	\$ 17,664	\$ 12,336	Colebrook Hall & Oat Community Centre
	C4070034	Oatlands Aquatic Centre (New Pool)	\$ 2,000,000	\$ 221,697	\$ 1,778,303	
	C4070034	Oatlands Aquatic Centre (New Pool)	\$ -	\$ 379,803	\$ (379,803)	WIP 30/6/18 \$379,803
	C4070015	Kempton Blue Place - Water/Sewerage Connections	\$ -	\$ 13,127	\$ (13,127)	WIP 30/6/18 \$3,844 Budget c/fwd
	C4070017	Kempton Hall - external repainting	\$ 50,000	\$ 63,723	\$ (13,723)	\$40K Budget c/fwd WIP 30/6/18 \$23,073
	G4070024	Mangalore Equestrian Arena	\$ 36,784	\$ 9,046	\$ 27,738	Grant of \$36,784 added to Budget
		Mangalore Hall (replace Gutters and Roofing)	\$ 18,000	\$ -	\$ 18,000	
		Recreation Ground - Campania (Nets)	\$ 45,000	\$ -	\$ 45,000	
	C4070019	Recreation Ground - Kempton (Granstand Rails & Seating)	\$ 10,000	\$ 4,042	\$ 5,958	
		Recreation Gorund - Kempton (Lighting)	\$ 10,000	\$ -	\$ 10,000	
		Recreation Ground - Mt Pleasant (Upgrade Toilets)	\$ 13,000	\$ -	\$ 13,000	\$13K Budget c/fwd
	C4070001	Rec Ground - Parattah (Facility Development)	\$ 14,000	\$ 13,305	\$ 695	\$14K Budget c/fwd WIP \$407
		Tunbridge Park - Perimeter Fence (Safety)	\$ 7,500	\$ -	\$ 7,500	\$7.5K Budget c/fwd
			<b>\$ 2,234,284</b>	<b>\$ 722,408</b>	<b>\$ 1,511,876</b>	
COMMUNITY						

<b>CAPACITY</b>						
	C5020001	Levendale Community Centre	\$ 8,000	\$ -	\$ 8,000	\$8K Budget c/fwd
	2017-18	Memorial Avenue Development (Island: Survey; Fencing & Aquisit	\$ 68,032	\$ 54,902	\$ 13,130	CFIG Grant - C/Fwd WIP 30/6/18
	G4070022	Memorial Avenue Development (Interps)	\$ 19,764	\$ 41,808	\$ (22,044)	Grant of \$4,764 added to Budget
			<b>\$ 95,796</b>	<b>\$ 96,710</b>	<b>\$ (914)</b>	
<b>SAFETY</b>						
		Road Accident Rescue Unit	\$ 3,000	\$ -	\$ 3,000	
			<b>\$ 3,000</b>	<b>\$ -</b>	<b>\$ 3,000</b>	
<b>ORGANISATION</b>						
<b>SUSTAINABILITY</b>						
	C4070011	Council Chambers - Building Improvements	\$ 10,500	\$ -	\$ 10,500	\$7.5K Budget c/fwd
		Council Chambers - Works Office	\$ 5,000	\$ -	\$ 5,000	
		Floor Coverings (Works Office)	\$ 6,000	\$ -	\$ 6,000	
		Council Chambers - Damp Issues & Stonemasonry	\$ 15,000	\$ -	\$ 15,000	\$15K Budget c/fwd
	C6020003	Computer System (Hardware / Software)	\$ 42,000	\$ 18,455	\$ 23,545	
	C6020008	Telephone / Comms System	\$ 55,000	\$ 21,839	\$ 33,161	\$35K Budget c/fwd
	C9990001	Town Hall (General - Incl. Office Equip/Furniture)	\$ 8,400	\$ 7,009	\$ 1,391	
		Photo Reframing	\$ 3,000	\$ -	\$ 3,000	
		Computers/Phones - Councillors	\$ 21,000	\$ 15,940	\$ 5,060	
	C6020010	Municipal Revaluation		\$ 65	\$ (65)	
			<b>\$ 165,900</b>	<b>\$ 63,308</b>	<b>\$ 102,592</b>	
<b>WORKS</b>						
	C6020011	Kempton Depot - External Painting	\$ 10,000	\$ -	\$ 10,000	\$10K Budget c/fwd
	C6020001	Depot Relocation (Site / Concept Plans/ Amneities/ Redords Stora	\$ 358,000	\$ 332,077	\$ 25,923	\$80K Budget c/fwd
		Minor Plant Purchases	\$ 9,500	\$ 2,116	\$ 7,384	
	C6020008	Radio System	\$ 2,000	\$ 352	\$ 1,648	
		<b>Plant Replacement Program</b>				
		Refer separate Schedule (Gross)	\$ 770,000	\$ 132,000	\$ 638,000	
		Light Vehicles (Gross)	\$ 210,000	\$ 149,388	\$ 60,612	
		(Trade Allowance - \$180K)				
			<b>\$ 1,359,500</b>	<b>\$ 615,933</b>	<b>\$ 743,567</b>	
		<b>GRAND TOTALS</b>	<b>\$ 6,648,258</b>	<b>\$ 3,431,566</b>	<b>\$ 3,216,692</b>	

	INFLOWS (OUTFLOWS) (July 2018)	INFLOWS (OUTFLOWS) (August 2018)	INFLOWS (OUTFLOWS) (September 2018)	INFLOWS (OUTFLOWS) (October 2018)	INFLOWS (OUTFLOWS) (November 2018)	INFLOWS (OUTFLOWS) (December 2018)	INFLOWS (OUTFLOWS) (January 2019)	INFLOWS (OUTFLOWS) (February 2019)	INFLOWS (OUTFLOWS) (March 2019)	INFLOWS (OUTFLOWS) (April 2019)	INFLOWS (OUTFLOWS) (Year to Date)
<b>Cash flows from operating activities</b>											
Payments											
Employee costs	- 285,779.85	- 295,693.96	- 410,844.19	- 269,413.22	- 283,683.04	- 290,906.17	- 194,373.00	- 277,637.38	- 292,991.27	- 367,356.05	- 2,968,678.13
Materials and contracts	- 482,830.14	- 220,305.02	- 185,394.11	- 460,711.50	- 272,557.44	- 234,037.43	- 150,807.88	- 248,831.51	- 311,564.83	- 252,660.75	- 2,819,700.61
Interest	- 4,426.65	-	-	-	- 3,530.34	- 7,847.96	- 4,288.97	-	-	-	- 20,093.92
Other	- 25,671.40	- 41,219.25	- 71,621.86	- 92,680.45	- 29,909.04	- 35,452.97	- 127,530.20	- 25,699.36	- 65,056.57	- 82,742.55	- 597,583.65
	- 798,708.04	- 557,218.23	- 667,860.16	- 822,805.17	- 589,679.86	- 568,244.53	- 477,000.05	- 552,168.25	- 669,612.67	- 702,759.35	- 6,406,056.31
Receipts											
Rates	114,381.50	1,201,186.32	1,358,690.78	235,199.99	452,880.36	285,301.89	440,823.51	308,115.18	442,299.54	283,740.79	5,122,619.86
User charges	979,934.15	78,692.91	66,852.70	97,915.47	71,652.87	61,926.41	- 57,440.99	64,210.98	234,223.19	45,912.42	1,643,880.11
Interest received	15,678.88	19,293.05	16,295.02	18,406.88	18,528.99	14,239.46	21,354.28	10,579.55	31,779.00	8,282.93	174,438.04
Subsidies	-	11,751.00	-	-	-	-	-	-	-	-	11,751.00
Other revenue grants	-	425,775.75	-	-	429,921.75	-	-	425,834.84	394,044.82	-	1,675,577.16
GST Refunds from ATO	-	-	-	-	-	-	-	-	-	-	-
Other	7,715.98	65,480.21	45,845.86	6,626.13	129,033.57	- 40,643.48	- 70,504.78	81,407.37	- 80,441.61	- 28,330.93	116,188.32
	1,117,710.51	1,802,179.24	1,487,684.36	358,148.47	1,102,017.54	320,824.28	334,232.02	890,147.92	1,021,904.94	309,605.21	8,744,454.49
<b>Net cash from operating activities</b>	319,002.47	1,244,961.01	819,824.20	- 464,656.70	512,337.68	- 247,420.25	- 142,768.03	337,979.67	352,292.27	- 393,154.14	2,338,398.18
<b>Cash flows from investing activities</b>											
Payments for property, plant & equipment	- 140,397.25	- 369,085.11	- 311,770.44	- 132,413.29	- 180,280.39	- 590,148.80	- 159,515.48	- 95,630.81	- 278,820.02	- 402,040.68	- 2,660,102.27
Proceeds from sale of property, plant & equipment	-	-	-	909.09	40,909.09	92.89	21,636.36	- 8,613.62	3,327.25	-	75,488.30
Proceeds from Capital grants	-	-	-	4,764.00	-	-	123,800.00	-	-	-	128,564.00
Proceeds from Investments	-	-	-	-	-	-	-	-	-	-	-
Payment for Investments	-	-	-	-	-	-	-	-	-	-	-
<b>Net cash used in investing activities</b>	- 140,397.25	- 369,085.11	- 311,770.44	- 126,740.20	- 139,371.30	- 590,055.91	- 14,079.12	- 95,630.81	- 270,206.40	- 398,713.43	- 2,456,049.97
<b>Cash flows from financing activities</b>											
Repayment of borrowings	- 6,781.93	-	-	-	- 14,013.38	- 17,144.62	- 6,919.61	-	-	-	- 44,859.54
Proceeds from borrowings	-	-	-	-	-	-	-	-	-	-	-
<b>Net cash from (used in) financing activities</b>	- 6,781.93	-	-	-	- 14,013.38	- 17,144.62	- 6,919.61	-	-	-	- 44,859.54
<b>Net increase/(decrease) in cash held</b>	171,823.29	875,875.90	508,053.76	- 591,396.90	358,953.00	- 854,620.78	- 163,766.76	242,348.86	82,085.87	- 791,867.57	- 162,511.33
Cash at beginning of reporting year	11,567,278.62	11,739,101.91	12,614,977.81	13,123,031.57	12,531,634.67	12,890,587.67	12,035,966.89	11,872,200.13	12,114,548.99	12,196,634.86	11,567,278.62
<b>Cash at end of reporting</b>	11,739,101.91	12,614,977.81	13,123,031.57	12,531,634.67	12,890,587.67	12,035,966.89	11,872,200.13	12,114,548.99	12,196,634.86	11,404,767.29	11,404,767.29

SOUTHERN MIDLANDS COUNCIL : OPERATING EXPENDITURE 2018/19

SUMMARY SHEET

PROGRAM	YTD ACTUAL (as at 30 Apr 19)	YTD BUDGET (as at 30 Apr 19)	YTD VARIANCE	YTD VARIANCE %	FULL YEAR BUDGET - REVISED INC. GRANTS & OTHER
<b>INFRASTRUCTURE</b>					
Roads	1,079,886	1,146,728	66,842	94.17%	3,176,074
Bridges	55,898	33,976	21,922	164.52%	372,719
Walkways	194,415	171,578	22,837	113.31%	194,893
Lighting	61,381	72,100	10,719	85.13%	86,520
Irrigation	-	-	-	-	-
Drainage	13,674	23,369	9,695	58.51%	80,042
Waste	710,484	669,984	40,500	106.04%	825,181
Public Toilets	60,483	55,811	4,672	108.37%	64,173
Communications	-	-	-	-	-
Signage	6,555	6,313	242	103.84%	7,575
<b>INFRASTRUCTURE TOTAL:</b>	<b>2,182,775</b>	<b>2,179,859</b>	<b>-2,916</b>	<b>100.13%</b>	<b>4,807,177</b>
<b>GROWTH</b>					
Residential	-	-	-	-	-
Business	374,044	353,285	20,759	105.88%	1,173,941
Tourism	19,629	39,658	20,029	49.50%	43,950
Agriculture	-	-	-	-	-
<b>GROWTH TOTAL:</b>	<b>393,673</b>	<b>392,943</b>	<b>730</b>	<b>100.19%</b>	<b>1,217,891</b>
<b>LANDSCAPES</b>					
Heritage	280,014	250,039	29,975	111.99%	298,546
Natural	159,996	147,211	12,785	108.68%	173,266
Cultural	4,062	8,000	3,938	50.77%	9,600
Regulatory	596,044	660,069	64,025	90.30%	792,083
Climate Change	-	8,373	8,373	-	10,047
<b>LANDSCAPES TOTAL:</b>	<b>1,040,115</b>	<b>1,073,692</b>	<b>33,577</b>	<b>96.87%</b>	<b>1,283,542</b>
<b>LIFESTYLE</b>					
Youth	233,052	217,605	15,447	107.10%	257,126
Aged	383	2,083	1,700	18.40%	2,500
Childcare	5,130	7,083	1,953	72.43%	7,500
Volunteers	30,948	38,333	7,385	80.73%	40,000
Access	-	-	-	-	-
Public Health	3,028	8,411	5,383	36.00%	10,093
Recreation	320,139	411,246	91,106	77.85%	473,710
Animals	85,648	87,960	2,312	97.37%	105,552
Education	3,488	-	3,488	-	-
<b>LIFESTYLE TOTAL:</b>	<b>681,816</b>	<b>772,720</b>	<b>90,904</b>	<b>88.24%</b>	<b>896,481</b>
<b>COMMUNITY</b>					
Retention	-	-	-	-	-
Capacity	53,918	24,188	29,731	222.92%	27,925
Safety	36,600	44,708	8,108	81.86%	56,650
Consultation	13,677	20,021	6,344	68.31%	23,425
<b>COMMUNITY TOTAL:</b>	<b>104,195</b>	<b>88,917</b>	<b>15,279</b>	<b>117.18%</b>	<b>108,000</b>
<b>ORGANISATION</b>					
Improvement	79,078	87,487	8,408	90.39%	104,984
Sustainability	1,426,091	1,358,406	67,685	104.98%	2,256,362
Finances	228,013	232,802	4,788	97.94%	296,680
<b>ORGANISATION TOTAL:</b>	<b>1,733,183</b>	<b>1,678,694</b>	<b>54,489</b>	<b>103.25%</b>	<b>2,658,026</b>
<b>TOTALS</b>	<b>6,135,757</b>	<b>6,186,824</b>	<b>51,067</b>	<b>99.17%</b>	<b>10,971,117</b>



<b>SOUTHERN MIDLANDS COUNCIL</b>				
<b>SUMMARY OF RATES AND CHARGES LEVIED, REMITTED AND COLLECTED</b>				
	This Financial Year 14th May 2019		Last Financial Year 14th May 2018	
Arrears brought forward as at July 1		\$ 419,894.17		\$ 379,430.89
ADD current rates and charges levied		\$ 5,297,178.42		\$ 5,114,230.28
ADD current interest and penalty		\$ 81,649.45		\$ 82,372.78
<b>TOTAL rates and charges demanded</b>	100.00%	\$ 5,798,722.04	100.00%	\$ 5,576,033.95
LESS rates and charges collected	84.89%	\$ 4,922,338.31	84.57%	\$ 4,715,782.69
LESS pensioner remissions	3.94%	\$ 228,291.04	4.11%	\$ 229,443.54
LESS other remissions and refunds	0.41%	\$ 23,750.50	0.21%	\$ 11,982.61
LESS discounts	0.49%	\$ 28,524.85	0.47%	\$ 26,244.14
<b>TOTAL rates and charges collected and remitted</b>	89.73%	\$ 5,202,904.70	89.37%	\$ 4,983,452.98
<b>UNPAID RATES AND CHARGES</b>	10.27%	\$ 595,817.34	10.63%	\$ 592,580.97

**18. MUNICIPAL SEAL**

Nil.



## 19. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

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

### 19.1 FEDERAL ELECTION OUTCOME

#### DECISION

*Moved by Deputy Mayor E Batt, seconded by Cllr D Fish*

**THAT the Southern Midlands Council congratulate the Liberal and National Parties Coalition on its success in the Federal Election and express its gratitude for the election commitments made by Senator Steve Martin to Council and the community to fund Southern Midlands Council initiated projects to the sum of \$1.98 million.**

#### CARRIED

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

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

**CARRIED**

<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

**DECISION**

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

**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**

<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

## **CLOSED COUNCIL MINUTES**

### **20. BUSINESS IN “CLOSED SESSION”**

*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.*

#### **20.1 CLOSED COUNCIL MINUTES - CONFIRMATION**

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

#### **20.2 APPLICATIONS FOR LEAVE OF ABSENCE**

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

#### **20.3 AUDIT PANEL MINUTES - CONFIRMATION**

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

#### **20.4 PROPERTY MATTER - KEMPTON**

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

**DECISION**

*Moved by Clr K Dudgeon, seconded by Clr R McDougall*

**THAT Council move out of “Closed Session”.**

**CARRIED**

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

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## OPEN COUNCIL MINUTES

### 21. CLOSURE

The meeting closed at 1.31 p.m.