Latrobe Council

AGENDA & ATTACHMENTS

Council Meeting

November 11th, 2019

Commencing at 5.00pm.
CERTIFICATE OF QUALIFIED ADVICE

Background

To comply with section 65 of the Local Government Act 1993:

1. A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.

2. A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless
   a. the general manager certifies in writing
      i. that such advice was obtained; and
      ii. the general manager took the advice into account in providing general advice to the council or council committee; and
   b. a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager’s certificate.

Certification

I certify that:

i. the advice of a qualified person has been sought where required;

ii. this advice was taken into account in providing general advice to the council or council committee; and

iii. a copy of the advice, or a written transcript or summary of advice provided orally, is included with the agenda item.

Gerald Monson
GENERAL MANAGER
NOTICE is hereby given that the next Ordinary Meeting of the Latrobe Council will be held at the Council Chambers, Latrobe on Monday 11th November, 2019 at 5.00pm at which the following items are listed for discussion.

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APOLOGIES / LEAVE OF ABSENCE:

PECUNIARY INTEREST-LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2015 – DIVISION 1 (8):
The Chairperson is to request whether Councillors have a pecuniary interest in any item on the Agenda.

CONFIRMATION OF MINUTES – ORDINARY MEETING HELD 14TH OCTOBER, 2019:
Author          General Manager
Annexure “A”    Minutes of meeting held 14/10/19

Recommendation
That the minutes of the previous meeting of the Latrobe Council, held at the Council Chambers, Latrobe on 14th October, 2019 copies of which have been printed and circulated on Annexure “A” of the Agenda, be taken as read and confirmed.

CONFIRMATION OF MINUTES – SPECIAL ORDINARY MEETING HELD 21ST OCTOBER, 2019:
Author          General Manager
Annexure “B”    Minutes of meeting held 21/10/19

Recommendation
That the minutes of the Special meeting of the Latrobe Council, held at the Council Chambers, Latrobe on 21st October, 2019 copies of which have been printed and circulated on Annexure “B” of the Agenda, be taken as read and confirmed.

PUBLIC PARTICIPATION AND QUESTION TIME:
Questions and comments will not be accepted in relation to Planning Authority items.

PLANNING AUTHORITY

In accordance with Clause 25(1) of the Local Government (Meeting Procedures) Regulations 2015 the Chairperson advised that Council will now act as a Planning Authority.

REQUEST FOR MINOR AMENDMENT OF PLANNING PERMIT ISSUED FOR LOT 100 THOMPSONS ROAD, WESLEY VALE:
Author          Planning Officer
Annexure “C”    Report dated 01/11/19

Recommendations
That the report by the Planning Officer dated 1st November 2019 concerning a minor amendment to DA 96/2019 be received and that Council approve the minor amendment subject to the following conditions:
1. Consent is for the proposed Transport Depot and Distribution facility substantially in accordance with endorsed plans by 6tyº Project: 18.127 Drawings Ad2 -; Ad4 rev A; Issue date 03.04.19 and Ad1 rev D; Ad3 rev B; Ad5 rev B issue date 27.08.19.

2. Consent is for the statutory car parking requirement to be reduced to 66 car parking spaces.

3. Consent is for external colour “Cottage Green” to be utilised on proposed buildings.

4. Consent is for the statutory permitted boundary fence height of 2m high be increased to 2.4m.

5. Consent is for the statutory permitted cut/fill of less than 1m depth and located more than 1.5m from a site boundary be increased to 1.5m depth.

6. Consent is for the statutory requirement of underground electricity supplied be waived to allow the provision of above ground electricity supply.

7. A right of way is to be established over Certificate of Title 145641 in favour of Certificate of Title 160743/100. The relevant documentation for this is to be lodged with Council and approved prior to the issue of a Certificate of Likely Compliance (building and plumbing) for Stage 1 of the proposed development.

8. A landscape plan showing additional and varied landscaping within the 7.5m minimum landscape buffer along Thompsons Road to be consistent with the established vegetation along the road. Landscaping must be completed as part of Stage 1 works.

9. An environmental consultant’s report and design for on-site waste water disposal, in accordance with the Plumbing Regulations 2016 and AS 1547, is required with the application for a Certificate of Likely Compliance (Plumbing).

10. The proposal must be in accordance with TasPorts recommendations prepared by David K Race, General Manager of the Devonport Airport dated 1 May 2019, and supplementary advice dated 23 September 2019, copies of which are attached and endorsed to be documents forming part of this permit.

VEHICULAR CROSSING

11. Frankford Road: The existing vehicular access adjacent the north-west of the site is to be used for any vehicles greater than a nominal 8.8m long service vehicle and will require a right of way to benefit Lot 100 or strata amendment to provide a common area.

12. Thompsons Road: The proposal requires a new minimum 6m wide vehicular crossing to be constructed in accordance with TSD R03-v1 and TSD R04-v1 from the property boundary to the car park.

13. Signage is to be provided and maintained near the junction of Frankford Road and Thompsons Road directing any heavy vehicle access to the site to be from the north-western access.
STORMWATER PEAK FLOW

14. Stormwater detention is to be provided to limit discharge flow rates and overland flows to be no greater than those generated from the undeveloped site.

15. The detention storage system is to be assessed and designed by a professional engineer with experience in hydraulic design, for storm events in the range of 20% AEP to 5% AEP if the overland flow path is towards the street. If the overland flow path is towards an adjoining property, then the system is to be designed to cater for 5% AEP to 1% AEP storm events to bypass the discharge orifice.

16. Design plans are to include surface levels, pipe invert levels, orifice size, location, storage area, overland flow path and a cross section of the pit or tank showing the orifice. The plans, a summary of the calculations and a Form 35 for the design are to be submitted with the plumbing application to the Manager of Infrastructure & Assets for approval.

17. On completion an “as constructed” plan complete with levels is to be submitted with a certification that the storage has been constructed in accordance with the approved design or a Form 55 provided with the as constructed plan.

STORMWATER QUALITY

18. Concentrated stormwater flows leaving the site shall first pass through a combined oil, sediment and gross pollutant separator unit (e.g. CSR Humes Humeceptor, James Hardie Q-Guard or Ecosol) and be sized to treat a minimum of 90% of the total annual flow volume. Alternative locations and levels of treatment may be considered.

STORMWATER INFRASTRUCTURE

19. All concentrated stormwater flows currently entering the development site are to be conveyed by the developer to the established downstream outlet.

20. Detention storage facilities and pollutant separators are to be located within private property with appropriate provision for access and maintenance.

CARPARKING

21. Areas set aside for driveways and parking vehicles must be:
   a. Set out to comply with the requirements of Australian Standard 2890.1-2004 (Parking Facilities, Part 1: Off-street car parking);
   b. Be formed and constructed with compacted sub-base and surfaced with an all-weather dustless surface such as bitumen, concrete, brick or permeable paving blocks;
   c. Drained and connected to the private stormwater system;
   d. Line marked and signed to indicate each car space and access lanes.

22. Special attention is to be paid to usability including classification of spaces, circulation, signage and minimization of blind aisles, and provision of pedestrian linkages clear of vehicular areas.
Notes:

- This permit is issued under Section 57 of the Land Use Planning Approvals Act 1993 as the proposal has discretionary status under the Latrobe Interim Planning Scheme 2013.
- Silt and stormwater controls are to be in place during building and construction activities.
- During the construction or use of these facilities all measures are to be taken to prevent nuisance. Air, noise and water pollution matters are subject to provisions of the Building Regulations or the Environmental Management and Pollution Control Act 1994.
- Infrastructure & Assets approval and permit is required for anyone working in the road reserve to install builders fence, container or construct a vehicular crossing including any other activity, except for reshaping and grassing nature strips.
- Pursuant to Section 56(3) of The Act, notify the following person in writing of Council’s decision to amend and correct planning permit DA96/2019:
  a) the person who requested the permit to be amended; and
  b) if that person is not the owner of the land, the owner; and
  c) the owner or occupier of any property which adjoins the land; and
  d) any person who made a representation under section 57(5) in relation to the application for the permit.

Recommendations
That the report by the Statutory Planning Officer dated 6th November 2019 concerning development application DA 182/2019 be received and that Council approve the proposed development at 13 Bradshaw Street, Latrobe subject to the following conditions:

1. **ENDORSED PLANS**
   Consent is for the proposed residential development and subdivision substantially in accordance with the endorsed plans, unless modified by a condition of this permit:


2. **AMENDED PLANS**
   Prior to the commencement of any work and use, amended plans must be submitted to the Planning Authority to show:
   a. Installation of two screens 1.7m in height as annotated in red on the site plan.
   b. Additional landscaping to be planted along the northern...
boundary adjacent to Kings Creek annotated in green on the site plan, utilising a mixture of plant types of local species for erosion control, selected from the Latrobe Local Planting Guide – Cradle Coast NRM dated January 2013.

Once approved, these amended plans will be endorsed and will then form part of the Permit and shall supersede the original endorsed plans.

3. Consent is for the statutory permitted building setback of 4.5m to be reduced to 2.55m for the proposed multiple dwelling from the western title boundary.

4. Consent is for the statutory permitted building setback of 4.0m to be reduced to 1.31m for the proposed multiple dwelling from the eastern title boundary.

5. **FRONTAGE FENCES**

Any fence or free-standing wall within 4.5m of a frontage must have a height of not more than:

- a. 1.2m if the fence is solid; or
- b. 1.8m if the fence has openings above a height of 1.2m which provide a uniform transparency of not less than 30% (excluding any posts or uprights).

6. **STRATA FENCING**

Should the proposed development be strata titled, all side and rear boundaries must be provided with a solid (i.e. no gaps) fence to a height of between 1.8m and 2.1m.

7. **STRATA APPROVAL**

Council will endorse any stratum plan for the development when all the above conditions are completed to Council’s satisfaction, or alternatively, a bond lodged with Council to cover uncompleted works. All bonded works to be completed within 6 months of the stratum plan being endorsed.

8. **TASWATER**

The developer shall comply with the conditions, which TasWater has required the planning authority to include in the permit in accordance with Section 56P(1) of the Water and Sewerage Industry Act 2008. These conditions are specified in TasWater’s submission to Council, Reference, TWDA 2019/01399-LC, a copy of which is attached and endorsed to be a document forming part of this permit.

9. **CONSTRUCTION OF WORKS**

The developer is to construct works in accordance with detailed construction plans of all proposed works prepared by suitably qualified persons and complying with current Council standards and approved by the Manager Infrastructure & Assets.

The works are to include:

10. **CONSTRUCTED DRIVEWAYS**

Vehicle crossings from the edge of road seal to the property boundary are to be constructed in conformance with Council Standards and Tasmanian Standard Drawings TSD-R09-v1 for Urban Roads and
council standard drawing ENG-1003 LAT-v2. Works include the construction of a new 6m wide vehicle access for the larger title and 3.6m wide vehicle access for the smaller title. Any redundant crossovers are to be removed and the area reinstated.

Infrastructure & Asset approval and permit is required for anyone working in the road reserve to construct a vehicle crossing, including any other activity, except for reshaping and grassing nature strips.

11. STORMWATER
Stormwater discharge and overland flows generated from the development are to be connected to the existing private stormwater main located within the existing drainage easement.
Works shall include all necessary stormwater drains and pits to:

a. Provide a DN100 connection to the lowest point on each lot to adequately service the building envelope.
b. Convey stormwater entering the development site to the council stormwater network.

12. CONNECTIONS TO COUNCIL MAINS
Any new connections to Council’s stormwater system is to be approved and undertaken by Council at the developer’s cost, or by council approved plumber or civil contractor. Existing connection to Kings Creek is to be used only.

13. PROTECTION OF PIPELINES
The existing underground stormwater main approximately parallel to the rear of 15 Bradshaw Street property boundary is to be accurately located on site prior to the start of construction. All necessary steps are to be taken to protect the stormwater pipes from damage during the construction process, including vehicular access over the pipe(s), or from loads transmitted to the pipe(s) from the proposed construction works or building.

The buildings external wall and footings must be set clear of the existing stormwater main by a minimum horizontal distance of 1.0m, with the footings extended at least deep enough to impose building loads below a 45o angle from the pipes line of excavation.

14. UNDERGROUND ELECTRICITY AND TELECOMMUNICATIONS
The developer is to meet all costs involved in providing underground telecommunications and electricity for the subdivision in accordance with TasNetworks requirements.

15. CUT, FILL AND RETAINING STRUCTURES
Any areas within the development site subject to cutting or filling are to be detailed on the engineering plans and show the existing natural surface contours, the proposed surface contours, density and material of compaction to be undertaken and any associated works such as the installation of retaining walls, subsoil drainage and railing.

16. FLOOD HAZARD AREA
All habitable building floor levels are to be constructed 300mm above the top of bank of Kings Creek allowing for an overland flow path through the development to the street.
A certificate from a registered surveyor will be required certifying that the floor has been constructed at or above the required level.

The building footprint and placement on the site shall take into consideration the general direction of overland flows in the potential localised flood area. Providing adequate provision for any overland flow to pass through the property and around buildings and other structures. The type of fencing, landscaping and other improvements may also have an impact on the overland flows.

For non-habitable building floor levels constructed below the minimum habitable floor level, the applicant will be required to demonstrate that:

a) The new structure will not have an adverse effect upon the existing flow of floodwaters, and

b) All materials used below the Flood Planning Level are flood compatible.

17. **EASEMENTS**

A private easement is required over services including stormwater located in private property to benefit the adjoining property.

18. **FINAL PLAN OF SURVEY**

The final plan of survey including easements for all stormwater drainage maintainable by Council will not be sealed until all conditions have been complied with.

19. **SOIL AND EROSION CONTROL**

A management plan detailing how soil and water is to be managed during construction is to be completed and made available upon request. The management plan is to include such things as:

a. Silt fencing and other devices are to be provided, where necessary, to control the loss of silt, gravel, clay and soil from the site;

b. Access roads to the site is to be provided to prevent the trafficking of clay etc. onto the street. Humps are to be provided at any downhill access points to divert internal road drainage and soil etc. to the silt fenced area;

c. Filter screens are to be used at entrances to the existing drainage system to prevent the discharge of gravel, soil and silt etc. to the drainage system, no surface flow is to be directed to Kings Creek;

d. No environmental nuisance or harm, as determined under the Environmental Management and Pollution Control Act 1994 and associated regulations, to be caused by any activity on the site during the construction phase.

20. **KINGS CREEK EROSION PROTECTION**

A rock armour wall or equivalent structure is to be constructed to maintain or better the existing creek capacity and protect the property against potential realignment, erosion or undermining of the creek bank and impacting any vehicular access, buildings work or other infrastructure developed on site.
21. **SECTION 71 - PART 5 - AGREEMENT**

The developer is to enter into a Part 5 Agreement, under Section 71 of the Land Use Planning and Approvals Act 1993, with Council to the effect that:

a. The owners of the land shall indemnify the Council against all actions and costs arising from the proximity of Kings Creek in relation to the development;

b. The owner shall not prefer a claim against Council for the reason of settlement or damage to the building or infrastructure on site adjacent Kings Creek;

c. The property owners (current and future) being made aware of measures put in place by the developer to protect the property from potential realignment, erosion or undermining of the Kings Creek embankments;

d. That property owners (current and future) being made aware of their ownership and responsibility to maintain, and when necessary upgrade the measures put in place to protect the property from potential realignment, erosion or undermining of the Kings Creek embankments; and

e. Such agreement shall be placed on the Certificate of Title in accordance with Section 78 of the Land Use Planning and Approvals Act 1993. All costs associated with the preparation and registration of the agreement must be met by the applicant and must be lodged with council prior to sealing of final plans.

22. **CARPARKING Unit Development**

Areas set aside for driveways and parking vehicles must be:

a. Set out to comply with the requirements of Australian Standard 2890.1-2004 (Parking Facilities, Part 1: Off-street car parking);

b. Be formed and constructed with compacted sub-base and surfaced with an all-weather dustless surface, such as bitumen, concrete, or brick or permeable paving blocks;

c. Drained and connected to the private stormwater system.

**Notes:**

- This permit is issued under Section 57 of the *Land Use Planning Approvals Act 1993* as the proposal has discretionary status under the Latrobe Interim Planning Scheme 2013;

- Should there be any cut or fill greater than 1.0m in depth or height or greater than 0.5m in depth or height within 1.5m of a title boundary an application must be lodged with Council for consideration.

- All necessary protection works and safeguards are to be considered pursuant to the requirements of the *Building Act 2016* and the *Building Regulations* in order to protect persons on the site, on adjoining sites, and structures on adjoining premises.

- Relevant approvals must be sought under the Building Act 2016 for all building and plumbing works.
• Prior to commencing any works within the road reservation, including the construction or modification of the road access/crossover, an application must be lodged and a permit obtained from Council’s Engineering Department to work within the road reserve, with the exception of reshaping and grassing nature strips.

• In relation to soil and water management controls, the Environmental Protection Authority’s *Soil and Water Management on Building and Construction Sites 2009* provide a number of fact sheets in relation to soil and water management on building site. Should additional works be required due to complexities on site, best practice erosion and sediment control design guides and standard drawings as published by the *International Erosion Control Association of Australasia* should be consulted.

16043 DEVELOPMENT APPLICATION - VISITOR ACCOMMODATION UNITS – WRIGHTS LANE (CT 163533/1), MORIARTY:

Author Statutory Planning Officer
Annexure “E” Report dated 01/11/19

Recommendations

That the report by the Statutory Planning Officer dated 1st November 2019 concerning development application DA 183/2019 be received and that Council approve the proposed development at Wrights Lane (CT 163533/1), Moriarty subject to the following conditions:


2. Consent is for the removal of one modular building if it is determined that it is no longer required.

3. Registration as a Private Water Supply in compliance with the Public Health Act 1997 Part 6 is required.

4. An environmental consultant’s report and design for on-site waste water disposal, in accordance with the Plumbing Regulations 2016 and AS 1547, is required with the application for a Certificate of Likely Compliance (Plumbing).

5. Stormwater discharge from the development and overland flows from the property are to be connected to any existing private stormwater system contained within the property boundary. Formed surfaces are not to direct water to adjoining properties or to the road and is not to create a nuisance.

6. Silt and stormwater controls are to be in place during building and construction activities so as not to create a nuisance.

Notes:

• This permit is issued under Section 57 of the *Land Use Planning Approvals Act 1993* as the proposal has discretionary status under the Latrobe Interim Planning Scheme 2013.

• If any food products are supplied, prepared and/or cooked for guests then a food registration is to be applied for through Council prior to the opening of the premises.
The environmental consultants report will need to consider laundry facilities for guests utilising the short-term accommodation units and appropriately adjust the wastewater loadings to suit.

**PLANNING AUTHORITY:**

*Recommendation*

That Council cease to act as a Planning Authority.

**DEVELOPMENT AND REGULATORY SERVICES**

**BUILDING DEPARTMENT REPORT – OCTOBER 2019:**

A total of 26 building and plumbing applications and notifications were received by Council during the month of **October 2019**. The conservative construction cost for these works is **$4,016,030**. The following are the categories of which the applications and notifications comprise – dwellings; dwelling extensions; outbuildings and industrial/commercial.

**Dwellings**

- Number of permit applications (Category 4 works) 4
  - Latrobe – 1 (0 Dwellings & 2 Units)
  - Port Sorell – 3 (3 Dwellings & 0 Units)
- Number of notifications (Category 3 works) 3
  - Latrobe – 3 (2 dwellings & 6 units)
  - Port Sorell - 0
- Estimated cost of construction **$3,212,030**

**Dwelling Additions/Alterations**

- Number of permit applications (Cat 4) 1
- Number of joint applications 0
- Number of notifications (Cat 3) 0
- Number of joint notifications 0
- Estimated cost of construction **$30,000**

**Outbuildings**

- Number of outbuilding only applications (Cat 4) 1
- Number of outbuilding only notifications (Cat 3) 3
- Number of Joint applications 1
- Total number of outbuildings 5
- Estimated cost of construction **$84,000**

**Commercial & Industrial**

- Number of applications (Cat 4) 2
- Number of applications (Cat 3) 0
- Estimated cost of construction **$690,000**

**Demolition**

- Number of permit applications (Cat 4) 0
- Estimated cost of works **$0**

**Plumbing**

- Number of applications - Category 4 12
- Number of notifications - Category 3 6
### Other:
- Building Certificates: 0
- Solar Panels: 0
- Substantial Compliance Application: 0
- Estimated cost: $0

### Total applications/notifications: 26

### Commercial/Industrial applications

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Address</th>
<th>Type of work</th>
<th>Est. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>JMV Group Holdings Pty Ltd</td>
<td>7 Burgess Drive, Shearwater</td>
<td>Workshop extension</td>
<td>$200,000</td>
</tr>
<tr>
<td>Complete Engineering Services</td>
<td>133-135 Gilbert Street, Latrobe</td>
<td>3 shops</td>
<td>$490,000</td>
</tr>
</tbody>
</table>

![Graph showing total number of applications and average number of applications over time]
**Recommendation**

The report advising of Building and Plumbing Applications and Notifications received for the month of October 2019 be received.

### PLANNING – DEVELOPMENT APPLICATIONS – STATUS REPORT – OCTOBER 2019:

The following details the development applications received and their status:

<table>
<thead>
<tr>
<th>Number</th>
<th>Developer</th>
<th>Address</th>
<th>Proposal</th>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>188/2019</td>
<td>Quanex</td>
<td>21 Burgess Drive, Shearwater</td>
<td>Change in ground level</td>
<td>Approved</td>
</tr>
<tr>
<td>189/2019</td>
<td>D S Radford</td>
<td>9 Nautilus Lane, Port Sorell</td>
<td>Change of use to Visitor Accommodation</td>
<td>Approved</td>
</tr>
<tr>
<td>190/2019</td>
<td>OT Phillips &amp; C Jacobson</td>
<td>58 Alexander Street, Shearwater</td>
<td>Garage</td>
<td>Pending</td>
</tr>
<tr>
<td>191/2019</td>
<td>Woolcott Surveys</td>
<td>Piping Lane, East Devonport</td>
<td>1 lot subdivision</td>
<td>Pending</td>
</tr>
<tr>
<td>192/2019</td>
<td>M Walker &amp; K Smith</td>
<td>7 Lockwood Street, Shearwater</td>
<td>Dwelling, garage &amp; alfresco area</td>
<td>Pending</td>
</tr>
<tr>
<td>193/2019</td>
<td>J M Last</td>
<td>Percival Street, Latrobe</td>
<td>5 unit Development</td>
<td>Pending</td>
</tr>
<tr>
<td>194/2019</td>
<td>Woolcott surveys</td>
<td>Port Street, Port Sorell</td>
<td>Replacement of Fill</td>
<td>Pending</td>
</tr>
<tr>
<td>195/2019</td>
<td>Michell Hoddgetts &amp; Ass</td>
<td>125 Chadwicks Road, Sassafras</td>
<td>Boundary adjustment</td>
<td>Pending</td>
</tr>
<tr>
<td>196/2019</td>
<td>G R &amp; R Radford</td>
<td>8 Sankey Street, Hawley Beach</td>
<td>Dwelling</td>
<td>Pending</td>
</tr>
<tr>
<td>197/2019</td>
<td>Prime Design (Tas) P/L</td>
<td>13 Perrin Court, Latrobe</td>
<td>Dwelling</td>
<td>Pending</td>
</tr>
<tr>
<td>198/2019</td>
<td>K M &amp; AT Green</td>
<td>5327 Frankford Road, Moriarty</td>
<td>Cattery</td>
<td>Pending</td>
</tr>
<tr>
<td>199/2019</td>
<td>Design to Live</td>
<td>6 Pitcarm Street, Port Sorell</td>
<td>Second dwelling &amp; garage</td>
<td>Pending</td>
</tr>
<tr>
<td>200/2019</td>
<td>Cradle Coast Authority, Pitt &amp; Sherry &amp; DPIPWE</td>
<td>Bells Parade, Latrobe</td>
<td>Footpath &amp; bike path (Coastal Pathway)</td>
<td>Pending</td>
</tr>
<tr>
<td>201/2019</td>
<td>Design to Live</td>
<td>27 Taroona Street, Hawley Beach</td>
<td>Dwelling extension</td>
<td>Pending</td>
</tr>
<tr>
<td>Reference</td>
<td>Applicant</td>
<td>Address</td>
<td>Description</td>
<td>Status</td>
</tr>
<tr>
<td>-----------</td>
<td>-----------</td>
<td>---------</td>
<td>-------------</td>
<td>--------</td>
</tr>
<tr>
<td>202/2019</td>
<td>M Wells &amp; HR Walshe</td>
<td>165 Wilmot Street Port Sorell</td>
<td>1 lot subdivision &amp; outbuilding</td>
<td>Pending</td>
</tr>
<tr>
<td>203/2019</td>
<td>M P Donaghy</td>
<td>612 Port Sorell Rd Wesley Vale</td>
<td>Carport</td>
<td>Pending</td>
</tr>
<tr>
<td>204/2019</td>
<td>JG Gault</td>
<td>4 River Road Port Sorell</td>
<td>4 lot subdivision</td>
<td>Pending</td>
</tr>
<tr>
<td>205/2019</td>
<td>M Frankcombe</td>
<td>12 Calthorpe Street Latrobe</td>
<td>Shed</td>
<td>Pending</td>
</tr>
<tr>
<td>206/2019</td>
<td>IJ &amp; CJ Jones</td>
<td>46-48 Rice Street Port Sorell</td>
<td>Dwelling &amp; relocation of shed</td>
<td>Pending</td>
</tr>
<tr>
<td>207/2019</td>
<td>AC &amp; JA Pedley</td>
<td>54 Hawley Esplanade Hawley Beach</td>
<td>Visitor Accommodation</td>
<td>Pending</td>
</tr>
<tr>
<td>208/2019</td>
<td>Quanex</td>
<td>3 The Avenue Latrobe</td>
<td>Shed</td>
<td>Pending</td>
</tr>
<tr>
<td>209/2019</td>
<td>J Johnson</td>
<td>11 Paulownia Street Latrobe</td>
<td>Outbuilding</td>
<td>Pending</td>
</tr>
<tr>
<td>210/2019</td>
<td>SP Costello</td>
<td>58 Beer Street Wesley Vale</td>
<td>Outbuilding</td>
<td>Pending</td>
</tr>
<tr>
<td>211/2019</td>
<td>D J Wallace</td>
<td>4 Potoroo Lane Squeaking Point</td>
<td>Outbuilding</td>
<td>Pending</td>
</tr>
<tr>
<td>212/2019</td>
<td>JW &amp; ID Jago Pty Ltd</td>
<td>98 Moorings Drive Squeaking Point</td>
<td>Garage</td>
<td>Pending</td>
</tr>
<tr>
<td>213/2019</td>
<td>L Walsh</td>
<td>190 Summerhill Drive Port Sorell</td>
<td>Dwelling</td>
<td>Pending</td>
</tr>
<tr>
<td>214/2019</td>
<td>L V Adams</td>
<td>26 Hawley Esplanade Hawley Beach</td>
<td>Dwelling &amp; granny flat</td>
<td>Pending</td>
</tr>
<tr>
<td>215/2019</td>
<td>Woolcott Surveys</td>
<td>2 &amp; 32 Piping Lane East Devonport</td>
<td>16 lot subdivision</td>
<td>Pending</td>
</tr>
<tr>
<td>216/2019</td>
<td>MJ &amp; BM Carroll</td>
<td>22 Parkers Ford Rd Port Sorell</td>
<td>Shed</td>
<td>Pending</td>
</tr>
<tr>
<td>217/2019</td>
<td>T V Burford</td>
<td>40 Gerrand St Latrobe</td>
<td>2 unit Development</td>
<td>Pending</td>
</tr>
</tbody>
</table>

**Existing Applications**

<table>
<thead>
<tr>
<th>Reference</th>
<th>Applicant</th>
<th>Address</th>
<th>Description</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>125/2019</td>
<td>RD &amp; HB Clark</td>
<td>9 Glyde Street Hawley Beach</td>
<td>Dwelling &amp; shed</td>
<td>Pending</td>
</tr>
<tr>
<td>127/2019</td>
<td>Costa Exchange P/l</td>
<td>399 Wrights Lane Northdown</td>
<td>Water tanks</td>
<td>Approved</td>
</tr>
<tr>
<td>130/2019</td>
<td>JM Knowles</td>
<td>14 Paulownia St Latrobe</td>
<td>Shed</td>
<td>Pending</td>
</tr>
<tr>
<td>140/2019</td>
<td>M N Newman</td>
<td>133-135 Gilbert St Latrobe</td>
<td>Boundary adjustment, change of use (visitor accom) and 3 shops</td>
<td>Approved</td>
</tr>
<tr>
<td>141/2019</td>
<td>Base Building &amp; Contracting P/L</td>
<td>17 Hawley Place Hawley Beach</td>
<td>Outbuilding</td>
<td>Pending</td>
</tr>
<tr>
<td>145/2019</td>
<td>S Penton</td>
<td>153 Marana Drive Bakers Beach</td>
<td>Staged dwelling extension &amp; outbuilding</td>
<td>Approved</td>
</tr>
<tr>
<td>151/2019</td>
<td>Easy Way Homes</td>
<td>3/138 Wilmot St Port Sorell</td>
<td>7 unit development (staged)</td>
<td>Pending</td>
</tr>
<tr>
<td>152/2019</td>
<td>MA &amp; S How</td>
<td>17 Fairway Cres Shearwater</td>
<td>Outbuilding</td>
<td>Pending</td>
</tr>
<tr>
<td>154/2019</td>
<td>A R Brooks</td>
<td>1159 Port Sorell Rd Port Sorell</td>
<td>Visitor accom – change of use</td>
<td>Approved</td>
</tr>
<tr>
<td>157/2019</td>
<td>C R Creely</td>
<td>20 Jasmine Drive Port Sorell</td>
<td>Single dwelling &amp; outbuilding</td>
<td>Approved</td>
</tr>
<tr>
<td>158/2019</td>
<td>R Kamphuis</td>
<td>42 Shannon Drive Port Sorell</td>
<td>Awning extension to existing dwelling</td>
<td>Approved</td>
</tr>
<tr>
<td>161/2019</td>
<td>L V Adams</td>
<td>26 Shearwater Espl Shearwater</td>
<td>Alterations &amp; additions to existing dwelling</td>
<td>Pending</td>
</tr>
<tr>
<td>162/2019</td>
<td>M T &amp; MA Greenhill</td>
<td>5 Sankey Street Hawley Beach</td>
<td>Dwelling extension &amp; shed</td>
<td>Approved</td>
</tr>
<tr>
<td>Application No</td>
<td>Applicants</td>
<td>Address</td>
<td>Description</td>
<td>Status</td>
</tr>
<tr>
<td>----------------</td>
<td>------------</td>
<td>---------</td>
<td>-------------</td>
<td>--------</td>
</tr>
<tr>
<td>163/2019</td>
<td>N J Wall</td>
<td>38 Cotton Street Latrobe</td>
<td>Day Care in existing building</td>
<td>Approved</td>
</tr>
<tr>
<td>164/2019</td>
<td>S Walters</td>
<td>19 Elphin Drive Squeaking Point</td>
<td>Dwelling &amp; shed</td>
<td>Approved</td>
</tr>
<tr>
<td>165/2019</td>
<td>M R Dallosso &amp; BC Miller</td>
<td>13 Hamilton Street Latrobe</td>
<td>Change of use Hall to dwelling, Alterations &amp; additions to existing &amp; frontage fence</td>
<td>Approved</td>
</tr>
<tr>
<td>166/2019</td>
<td>SR Krushka &amp; DM Dawson</td>
<td>46 Charles Street Squeaking Point</td>
<td>Outbuilding</td>
<td>Approved</td>
</tr>
<tr>
<td>167/2019</td>
<td>T L Bell</td>
<td>183 Percival Street Latrobe</td>
<td>6 unit development</td>
<td>Approved</td>
</tr>
<tr>
<td>168/2019</td>
<td>Douglas Design &amp; Drafting Pty Ltd</td>
<td>32 Joyce Street Hawley Beach</td>
<td>Single dwelling</td>
<td>Approved</td>
</tr>
<tr>
<td>169/2019</td>
<td>M A Alomes</td>
<td>Fairway Crescent Shearwater</td>
<td>Restaurant &amp; Beer Garden</td>
<td>Approved</td>
</tr>
<tr>
<td>170/2019</td>
<td>S Penton</td>
<td>16 Lockwood Street Shearwater</td>
<td>Dwelling</td>
<td>Approved</td>
</tr>
<tr>
<td>171/2019</td>
<td>S Penton</td>
<td>155 Marana Drive Bakers Beach</td>
<td>Dwelling</td>
<td>Approved</td>
</tr>
<tr>
<td>172/2019</td>
<td>Veris Australia P/L</td>
<td>110 Hawk Hill Road Shearwater</td>
<td>Subdivision (27 lots)</td>
<td>Pending</td>
</tr>
<tr>
<td>173/2019</td>
<td>B Reynolds</td>
<td>47 Esplanade Squeaking Point</td>
<td>Garage</td>
<td>Approved</td>
</tr>
<tr>
<td>174/2019</td>
<td>C T Ling</td>
<td>32 Moorings Drive Squeaking Point</td>
<td>Outbuilding</td>
<td>Pending</td>
</tr>
<tr>
<td>175/2019</td>
<td>Engineering Plus (Tas) Pty Ltd</td>
<td>15 Glyde Street Hawley Beach</td>
<td>Dwelling</td>
<td>Approved</td>
</tr>
<tr>
<td>176/2019</td>
<td>J N Cameron</td>
<td>11 Glyde Street Hawley Beach</td>
<td>Dwelling</td>
<td>Approved</td>
</tr>
<tr>
<td>177/2019</td>
<td>Graham Woodhouse Conveyancing</td>
<td>265 Coal Hill Road Latrobe</td>
<td>Dwelling extension</td>
<td>Pending</td>
</tr>
<tr>
<td>178/2019</td>
<td>Latrobe Council</td>
<td>70 George Street Latrobe</td>
<td>Fence replacement – croquet club Perkins Park</td>
<td>Approved</td>
</tr>
<tr>
<td>179/2019</td>
<td>P R Johnstone</td>
<td>13 Marana Drive Bakers Beach</td>
<td>Outbuilding</td>
<td>Approved</td>
</tr>
<tr>
<td>180/2019</td>
<td>R D Codling</td>
<td>6133 Frankford Rd Wesley Vale</td>
<td>Visitor accommodation – camping &amp; caravan park</td>
<td>Approved</td>
</tr>
<tr>
<td>181/2019</td>
<td>Meadson Constructions</td>
<td>197 Moriarty Road Latrobe</td>
<td>School extension</td>
<td>Approved</td>
</tr>
<tr>
<td>182/2019</td>
<td>Design to Live</td>
<td>13 Bradshaw Street Latrobe</td>
<td>Subdivision 2 lots – Single dwelling &amp; 4 units</td>
<td>Pending</td>
</tr>
<tr>
<td>183/2019</td>
<td>P R Radford</td>
<td>Wrights Lane Moriarty</td>
<td>Visitor accommodation units</td>
<td>Pending</td>
</tr>
<tr>
<td>184/2019</td>
<td>G &amp; M Bennett</td>
<td>27 Charles Street Squeaking Point</td>
<td>Outbuilding</td>
<td>Pending</td>
</tr>
<tr>
<td>185/2019</td>
<td>Lachlan Walsh Design</td>
<td>11 Sankey Street Hawley Beach</td>
<td>Single dwelling &amp; outbuilding</td>
<td>Pending</td>
</tr>
<tr>
<td>186/2019</td>
<td>A W &amp; N J Flack</td>
<td>7 Arthur Street Shearwater</td>
<td>Dwelling</td>
<td>Pending</td>
</tr>
<tr>
<td>187/2019</td>
<td>M B Hingston</td>
<td>41 George Street Latrobe</td>
<td>2 unit development</td>
<td>Pending</td>
</tr>
</tbody>
</table>

N.B. Grey shaded areas are completed and will be deleted off the next report.
Recommendation
That the status report of development applications for the month of October, 2019 be received.

OFFICE OF THE GENERAL MANAGER

16047 COUNCIL WORKSHOPS:
Author General Manager

General Manager’s Comments
Council Workshops were held on 14th, 21st & 28th October, 2019. The following subjects were discussed;

- Drug Advisory Council of Australia
- Please Slow Down Consider Our Kids – Road Safety Initiative
- Latrobe Business Network
- Development Application – 13 Hamilton Street, Latrobe
- Port Sorell Tennis Club
- Development Application – Proposed visitor accommodation (seasonal workers) – Beer Street, Wesley Vale
- Management of Hawley, Shearwater, Port Sorell foreshore
- Council Chambers upgrade
- Funding requests
- 21st Century Councils
The above information is listed as required by Clause 8 (2) (c) Local Government (Meeting Procedures) Regulations 2015.

Recomendation
That information on topics discussed at the 14th, 21st & 28th October, 2019 Council Workshops be received.

16048 DELEGATES REPORTS:

Mayor Peter Freshney

<table>
<thead>
<tr>
<th>DATE</th>
<th>MEETING / EVENT (VENUE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>28/10/2019</td>
<td>Return from leave.</td>
</tr>
<tr>
<td>28/10/2019</td>
<td>Breakfast meeting with Deputy Mayor and General Manager.</td>
</tr>
<tr>
<td>28/10/2019</td>
<td>Latrobe Council Workshop (Latrobe Council Chambers)</td>
</tr>
<tr>
<td>29/10/2019</td>
<td>Local Government Legislation Review Reference Group Meeting</td>
</tr>
<tr>
<td></td>
<td>(Hobart)</td>
</tr>
<tr>
<td>30/10/2019</td>
<td>Meet General Manager and Daryl Connelly, Cradle Coast Authority</td>
</tr>
<tr>
<td></td>
<td>CEO (Latrobe)</td>
</tr>
<tr>
<td>30/10/2019</td>
<td>Meet Deputy Mayor (Mayor’s Office)</td>
</tr>
<tr>
<td>30/10/2019</td>
<td>Meet constituent with General Manager (Mayor’s Officer)</td>
</tr>
</tbody>
</table>

Councillors/Other Delegates Reports

Councillors are asked to acknowledge meetings they have attended as a Council delegate or appointee since the previous Council meeting.

Councillors should provide a brief written delegates report (preferable) to be circulated to all Councillors prior to the meeting, or give a verbal update to the meeting. This feedback and communication is essential to ensure Council remains aware of various developments taking place with these bodies and committees.

Recomendation
That the Reports be received and noted.

16049 COUNCIL DECISION STATUS REPORT:

<table>
<thead>
<tr>
<th>Date</th>
<th>Min Ref</th>
<th>Details</th>
<th>Action Required</th>
<th>Action Officer</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>13/07/15</td>
<td>14329</td>
<td>PORT SORELL FORMER LANDFILL SITE DEVELOPMENT PLAN:</td>
<td>That the Council receive the report prepared by the General Manager and:</td>
<td>GM/ MIA</td>
<td>Council has IPD Consulting appointed to progress with the EPA. GM and ESM met with IPD and EPA in November, 2015. IPD Progressing. IPD Progressing with EPA, status report being prepared and an appropriate budget allocation for 2016/17 discussed. $243,430 allocation included in 16/17 draft budget. Following consultation with the EPA Council’s consultant is refining a</td>
</tr>
<tr>
<td>Date</td>
<td>Min Ref</td>
<td>Details</td>
<td>Action Required</td>
<td></td>
<td></td>
</tr>
<tr>
<td>------</td>
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<td>---------</td>
<td>-----------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>5. Consult with the Port Sorell community to decide on detailed design elements and identify a name for the future site.</td>
<td>recommendation in order to progress. Risk assessment is being undertaken on IPD proposal prior to recommendation to Council. Council have agreed to progress with outline provided by IPD. Ground works to mid 2017 include developing a Conceptual Site Model (CSM), surface water and sediment sampling, groundwater sampling and gas screening. GM and MES meeting with IPD and subcontractor ELGIN mid August 2017 to discuss findings and recommendations. Awaiting report from EGLIN and discussion at a Council Workshop – potentially with a presentation by consultants. Council workshop held 30 October 2017. ELGIN report being finalised with covering document by IPD. Final Report due mid to late March 2018. Date for delivery revised so it can additionally address advice and guidelines received from the Australian Government dated 18/12/17. As of early April updated Elgin draft report is with EPA and IPD for comment prior to issuing a final draft to Council. Expecting report and associated documents to be presented at July 2018 workshop and the August Council meeting. Report to August meeting and includes details and progress on this</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>Min Ref</td>
<td>Details</td>
<td>Action Required</td>
<td>Action Officer</td>
<td>Status</td>
</tr>
<tr>
<td>--------</td>
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<td>project. Progressing Investigation Notice with EPA and IPD Consulting. Detailed Site Investigation will then occur. DSI work plan to be submitted to EPA by 6 October 2018. Work Plan submitted. Council to consider proposal received to undertake Detailed Site Assessment and meet EPA timeframes. Council accepted proposal in November 2018 from IPD to undertake DSI. Letter sent to residents, signage produced and drilling / site investigations programmed for January 2019. Bore installations commenced in January 2019. Monitoring and screening program commenced. May 2019 - Detailed Site Investigation continuing by IPD with assistance from Bluesphere, Elgin, EPA and DHS. Expectant that any priority site works identified can commence in 2019/20. Officer comments made on draft 3-month DSI report received from consultants in May 2019. 3 month report finalised and scheduled to be issued to EPA late June 2019 with follow up meeting planned for August. Meeting at EPA Launceston office occurred on 22 August 2019 with input from MIA, Elgin, Bluesphere and IPD to discuss findings of the 3 month report and continuing activities.</td>
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<td>11/2/19</td>
<td>15747</td>
<td>LATROBE SPORT &amp; RECREATION MANAGEMENT COMMITTEE MEETING - HELD 30TH JANUARY, 2019</td>
<td>That: 1. The minutes of the Latrobe Sport &amp; Recreation Management Committee meeting dated 30th January, 2019 as tabled for the information of Councillors be received and noted; and 2. It be recommended that Council endorses the Buildings and Facilities Coordinator to pursue a formal Memorandum of Understanding with the Education Department for ongoing usage of the Latrobe High School facilities.</td>
<td>B&amp;FC</td>
<td>Progressing</td>
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<td>11/6/19</td>
<td>15859</td>
<td>DEVELOPMENT APPLICATION – EXTENSION OF BUS AND STAFF PARKING AREA – 283 PORT SORELL ROAD, WESLEY VALE</td>
<td>That the report by the Planning Officer dated 8th April 2019 concerning development application DA 40/2019 be received and that Council approve the proposed development at 283 Port Sorell Road, Wesley Vale subject to the following conditions: 1.Consent is for the extension to a bus parking area and associated accessways at 283 Port Sorell Road, Wesley Vale substantially in accordance with endorsed plans by Donal Anderson, Project No. S3239: Drg. No. 1 of 1. 2.Carparking Areas set aside for parking vehicles and vehicle circulation must be: •Set out to comply with the requirements of Australian Standards 2890.1-2004 (Parking Facilities, Part 1 – Off street car parking) and 2890.2 2002 – (Parking Facilities – Off Street Commercial Vehicles); •In accordance with the principles and requirements in the current edition of Unsealed Roads Manual – Guideline for Good Practice ARRB. 3.Ensure proposed works do not adversely impact the existing on-site waste water disposal system. 4.Stormwater discharge and overland flows generated from the development are to be connected to the existing private stormwater system or contained within the property. Formed surface is not to direct stormwater to an adjoining property or create a nuisance. Notes: •This permit is issued under Section 57 of the Land Use Planning Approvals Act 1993 as the proposal has discretionary status under the Latrobe Interim Planning Scheme 2013.</td>
<td>TLD&amp;R S</td>
<td>Permit issued. Advice received. Representor has appealed decision. RMPAT Preliminary conference held 2nd July. Hearing date set, 1-3 October, 2019. Legal representatives for Kelly and Merseylink pursuing mediation in relation to maximum number of buses on site. Hearing deferred.</td>
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<td>11/6/19</td>
<td>15864</td>
<td>REVIEW OF COUNCIL’S DOG MANAGEMENT POLICY</td>
<td>That the report by Team Leader – Development and Regulatory Services dated 2nd April, 2019, concerning</td>
<td>TLD&amp;R S</td>
<td>Noted. Signage to be reviewed. Bells Parade signage reviewed and installed.</td>
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<td>11/6/19</td>
<td>15872</td>
<td>LATROBE TREE COMMITTEE MEETING – HELD 27TH MAY, 2019</td>
<td>That: 2. $25,000 be allocated for planting 31 Crab Apple trees in Hamilton Street in the 2019/2020 Budget.</td>
<td>OM</td>
<td>Progressing</td>
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<td>8/7/19</td>
<td>15907</td>
<td>LATROBE TREE COMMITTEE MEETING – HELD 24TH JUNE, 2019</td>
<td>That the minutes of the Latrobe Tree Committee meeting dated 24th June, 2019 as tabled for the information of Councillors be received and noted and the following recommendations adopted: 1. Parking be allowed on the service road at the eastern end of Gilbert Street, and install guideposts and plant trees at the end of the service road to stop residents from driving over the lawn.</td>
<td>OM</td>
<td>Progressing</td>
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<td>12/8/19</td>
<td>15945</td>
<td>LATROBE ELDERLY PERSONS UNITS ADVISORY COMMITTEE SPECIAL RENT REVIEW MEETING – HELD 31ST JULY, 2019</td>
<td>That the minutes of the Latrobe Elderly Persons Units Advisory Committee Special Rent Review meeting dated 31st July, 2019 as tabled for the information of Councillors be received and noted and the following recommendation adopted: 1. The following rentals be adopted effective after 60 days from the notification being provided to tenants: One person, one-bedroom unit $215.00 per fortnight One person, two-bedroom unit $221.00 per fortnight Two people, one-bedroom unit $184.00 per fortnight Two people, two-bedroom unit $189.00 per fortnight 2. The proposed Visitor Accommodation must not exceed a capacity of 106</td>
<td>CDO</td>
<td>Letters forwarded to all relevant tenants advising of the increase and implementation date. A schedule of transition provided to all relevant tenants.</td>
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<td>people residing at the site, at any one time. 3. An emergency evacuation plan is to be developed and made available to all visitors. This plan is to include: a. a map showing the designated emergency meeting point; advice that the site is be vacated as soon as any threat is identified; b. a site plan showing where the Australian Standard fire blanket and all-purpose fire extinguisher are located; c. the frequency of the local radio station that provides warnings; and d. appropriate web site addresses such as <a href="http://www.fire.tas.gov.au">www.fire.tas.gov.au</a> and <a href="http://www.police.tas.gov.au">www.police.tas.gov.au</a> that provide information and updates on matters such as road conditions and closures. 4. An environmental consultant’s report and design for on-site waste water disposal, in accordance with the Plumbing Regulations 2016 and AS 1547, is required with the application for a Certificate of Likely Compliance (Plumbing). 5. Registration as a Private Water Supply is required in compliance with Part 6 of the Public Health Act 1997. WORKS WITHIN ROAD RESERVATION 6. Two rural vehicular crossings with a minimum width of 3.6m are required to be constructed in accordance with Standard Drawing TSD-R03 v1 &amp; TSD-R04 v1 for Rural Roads and are to be located to ensure minimum sight distance requirements are met for the relevant speed zone with the drainage to be adequately maintained. 7. An Infrastructure &amp; Assets Road Work permit is required for anyone working in the road reserve to construct, seal or widen a vehicle crossing. This includes any other activity, except for reshaping and grassing nature strips. Contact Council Infrastructure &amp; Assets for an application for any proposed works in the road reserve. STORMWATER 8. Stormwater discharge from the development and overland flows from the property are to be contained within the property’s boundary. Formed surfaces are not to direct water to adjoining properties and is not to create a nuisance. Silt and stormwater controls are to be in place during building and construction activities so as not to create a nuisance.</td>
<td>by Bruce Harpley from ES &amp; D. Listed for hearing 23.1.2020 at 10am.</td>
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|      | 9. Buildings must be clad and roofed with materials with a light reflectance value of less than 40%.

Notes:

- This permit is issued under Section 57 of the Land Use Planning Approvals Act 1993 as the proposal has discretionary status under the Latrobe Interim Planning Scheme 2013.
- Approval is required for a change of building classification prior to the use commencing. A building surveyor should be engaged by the developer to facilitate this.
- Relevant approvals must be sought under the Building Act 2016 for all building and plumbing works.
- Detailed records must be maintained by the Private Water Supplier for all drinking water deliveries from water carriers. These include, but are not limited to, dates of delivery, volume of water delivered, origin of the water (extraction point) and carrier information outlining water compliance. These records must be maintained in a written format that can be presented to an Authorised Officer upon request.
- Private Water Scheme Managers should be appropriately licenced by DPIPWE’s Water and Dam Administration Unit to extract water from surface or groundwater sources; or have the approval of the licence holder to extract the water.
- Infrastructure & Assets approval and permit is required for anyone working in the road reserve to install builders fence, container or construct a vehicular crossing including any other activity, except for reshaping and grassing nature strips.
- During the construction or use of these facilities all measures are to be taken to prevent nuisance. Air, noise and water pollution matters are subject to provisions of the Building Regulations or the Environmental Management and Pollution Control Act 1994.

VOTED FOR THE MOTION
Cr McLaren
Cr Young

AGAINST THE MOTION
Mayor Freshney
Deputy Mayor Brown
Cr Sims
Cr Mead
Cr Wicks
Cr Metske
Cr Allison
14/10/19  16006  SECTION 43A APPLICATION – PLANNING SCHEME AMENDMENT (REZONING & NEW SAP) AND 27 LOT SUBDIVISION – HAWK HILL ROAD AND EAST GLEN, PORT SORELL (CTS30184/3, 34572/3 & 34961/1)

That the report by the Planning Officer dated 9 October 2019 concerning Draft Amendment 02/19 and DA 172/2019 be received and Council:

1. Approve the proposed amendment as presented; and
2. Certify the proposed amendment;
3. Advertise the proposed amendment in The Advocate and place it on public exhibition for a period of 28 days; and
4. Approve the proposed 27 lot subdivision subject to the following conditions:
   (a) Consent is for the proposed 27 lot subdivision substantially in accordance with endorsed plans, Drwg Nos. D15116-PO3 Rev.00 Sheet1/1, D15080-PO3 Rev.02 Sheet 2/3 and D15116-PO3 Rev. 02 Sheet 3/3;
   (b) Construction of Works
      The developer is to construct works in accordance with detailed construction plans of all proposed works prepared by suitably qualified persons, complying with current Council standards and approved by the Manager Infrastructure & Assets.
      Such plans and specifications are to include the necessary dimensions for road construction, pavement design, 2.5m wide shared path, calculations for flow rates in drains, the pipe sizes for drains and the materials used in construction.
      The works are to include:
      (i) Hawk Hill Road Upgrade
         Prior to release of any titles that will use Hawk Hill Road as the primary vehicular access the developer is to contribute 1/3 of the total cost to upgrade and seal Hawk Hill Road (approximately 475m in length from adjacent the Council Depot to the development site) to a width of 6m as a public road and constructed in accordance with TSD R02 v1 Rural Roads Sealed complete with associated features.
      (ii) Access Roads
         The proposed internal access streets are to be in accordance with TSD-R01-v1 constructed with the following features:
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<td>a. A 6m wide two coat seal on an appropriately constructed pavement;</td>
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<td>b. A minimum pavement width of 8m including gravel shoulders within a minimum road reservation width of 18m and suitable to contain batter slopes and drainage plus 2m clearance to each property boundary;</td>
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<td>c. The roadways are to be adequately drained and runoff discharged to a suitable watercourse or drain;</td>
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<td>d. Roadside safety and barriers refer to Austroads AGRD-10 part 6 and TSD-R28-v1 to TSD-R30-v1.</td>
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<td>e. The developer is to obtain approval for all intersection, signage and traffic control measures from the Department of State Growth.</td>
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<td>f. Posts and approved street name blades to Council’s standard design at all new intersections.</td>
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<td>Should the subdivision be staged then any road terminus must meet turning circle requirements for Table E1 Roads in Planning Directive No. 5.1 Bushfire Prone Areas Code (12m radius).</td>
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<td>(iii) Access Rural Cul-de-sac</td>
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<td>The proposed internal cul-de-sac is to be in accordance with TSD-R08-v1 constructed with the following features:</td>
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<td>a. A 6m wide two coat seal on an appropriately constructed pavement;</td>
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<td>b. A minimum pavement width of 8m including gravel shoulders within a road reservation width of 18m;</td>
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<td>c. Cul-de-sac heads are to be asphalt with a 9m radius to edge of seal;</td>
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<td>d. The roadways are to be adequately drained and runoff discharged to a suitable watercourse or drain;</td>
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<td>(iv) Shared Path</td>
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<td>A shared path parallel to linking road is to be constructed with the following features:</td>
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<td>a. A 2.5m wide gravel path on an appropriate base;</td>
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<td>b. Provide for roadside drainage;</td>
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<td>(v) Stormwater</td>
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<td>Concentrated stormwater from the development site and roadside drainage is to be managed in accordance with a drainage design plan developed by a suitably qualified person. Plans and hydraulic calculations are to be submitted to the Manager for Infrastructure &amp; Assets</td>
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<td>approval prior to commencement of on-site works.</td>
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<td>(vi)</td>
<td>Constructed Vehicular Access (Driveways)</td>
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<td>All lots are to be provided with constructed sealed vehicular access in accordance with TSD-R03-v1 &amp; TSD-R04-v1 from the edge of road seal to the property boundary. Vehicular access is to be located to ensure minimum sight distance requirements are met for the relevant speed zone as shown TSD-RF01-v1 and to ensure roadside drainage is maintained.</td>
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<td>(vii)</td>
<td>Landscaping Plan</td>
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<td>A landscaping plan for all road reservations shall be prepared by a qualified Landscape Architect or other competent person approved of by the General Manager and once endorsed shall form a part of the permit. Landscaping as shown on the approved landscape plan shall be completed prior to the issue of a certificate of practical completion for the development works.</td>
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<td>(viii)</td>
<td>Cut, Fill and Retaining Structures</td>
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<td>Any areas within the development site subject to cutting or filling are to be detailed on the engineering plans and show the existing natural surface contours, the proposed surface contours, density and material of compaction to be undertaken and any associated works such as the installation of retaining walls, subsoil drainage and railing.</td>
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<td>(c)</td>
<td>Electricity and Telecommunications</td>
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<td>The subdivider to meet all costs involved in providing underground telecommunications and electricity services for the subdivision and to install poles for streetlighting in accordance with Tasnetworks' requirements.</td>
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<td>(d)</td>
<td>Soil and Erosion Control</td>
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<td>A management plan is to be developed detailing how soil and water is to be managed and implemented during construction. The management plan is to include such things as:</td>
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<td></td>
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<td>(i)</td>
<td>Silt fencing and other devices are to be provided, where necessary, to control the loss of silt, gravel, clay and soil from the site;</td>
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<td>(ii)</td>
<td>Access roads around the site are to be provided to prevent the trafficking of clay etc. onto the street. Humps are to be provided at any</td>
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<td>downhill access points to divert internal road drainage and soil etc. to the silt fenced area;</td>
<td>Officer</td>
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<td>Filter screens are to be used at entrances to the existing drainage system to prevent the discharge of gravel, soil and silt etc. to the drainage system;</td>
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<td>No environmental nuisance or harm, as determined under the Environmental Management and Pollution Control Act 1994 and associated regulations, to be caused by any activity on the site during the construction phase.</td>
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<td>(e)</td>
<td>Completion of Works</td>
<td>All works are to be carried out to Council standards and to the satisfaction of the Manager Infrastructure &amp; Assets under the direct supervision of a civil engineer engaged by the applicant and approved by Council. Certification that all works have been carried out in accordance with the approved engineering design plans and to Council standards will be required prior to issue of a Certificate of Handover.</td>
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<td>(f)</td>
<td>Construction Plans</td>
<td>An “As Constructed” plan shall be provided in accordance with Councils requirements and shall be lodged with Council prior to sealing the final plan. Council Requirements for an as-constructed detail plan is to include the road edge, vehicular crossings, footpath (type and width), streetlights (number), stormwater infrastructure with centre of manhole location coordinates, surface level, invert levels for inlet and outlet, pipe type and length head walls with invert depth. All other services (water, electrical, Telstra) lot connections. Plan is to be provided in dxf or dwg format with a jpg or pdf copy or other formats by agreement from the manager Infrastructure and Assets.</td>
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<td>(g)</td>
<td>Road Signage</td>
<td>For any new street created the developer is to supply and install all approved street name sign blade and pole once gazetted.</td>
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<td>(h)</td>
<td>Easements</td>
<td>Easements are required over all services and drainage located in private property. The final plan of survey including easements for all stormwater drainage maintainable by Council will not be</td>
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<td>14/10/19</td>
<td>16014</td>
<td>LATROBE SPORT &amp; RECREATION MANAGEMENT COMMITTEE MEETING – HELD 25TH SEPTEMBER, 2019</td>
<td>That the minutes of the Latrobe Sport &amp; Recreation Management Committee meeting dated 25th September, 2019 as tabled for the information of Councillors be received and noted and the following recommendation adopted:</td>
<td>BFC/ MCBS</td>
<td>1. Awaiting further information from Rotary.</td>
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<td>14/10/19</td>
<td>16017</td>
<td>BANKSIA FACILITIES MANAGEMENT COMMITTEE MEETING – HELD 4TH SEPTEMBER, 2019</td>
<td>That the minutes of the Banksia Facilities Management Committee meeting dated 4th September, 2019 as tabled for the information of Councillors be received and noted and the following recommendation adopted:</td>
<td>MCBS</td>
<td>Roller door will be ordered once TLTS returns from leave</td>
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<td>1. Council make an adjustment of $10,000 to the budget for a roller door to be installed in the stadium of the Banksia Centre.</td>
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<td>14/10/19</td>
<td>16020</td>
<td>LATROBE TREE PLANTING COMMITTEE MEETING – HELD 23RD SEPTEMBER, 2019</td>
<td>That the minutes of the Latrobe Tree Planting Committee meeting dated 23rd September, 2019 as tabled for the information of Councillors be received and noted and the following recommendation adopted:</td>
<td>MCBS</td>
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<td>1. Council make an allocation of $7,000 in the current 2019/2020 budget for the removal of the trees and the</td>
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Notes:
• This permit is issued under Section 57 of the Land Use Planning Approvals Act 1993 as the proposal has discretionary status under the Latrobe Interim Planning Scheme 2013.
• A standard fee of $75 per lot plus $300 is required to be paid to Council for the engineering assessment of plans, liaison and administration during the project period.
• During the construction or use of these facilities all measures are to be taken to prevent nuisance. Air, noise and water pollution matters are subject to provisions of the Building Regulations and the Environmental Management and Pollution Control Act 1994.

(i) Final Plan of Survey
The final plan of survey including easements for all stormwater drainage maintainable by Council will not be sealed until all conditions have been complied with.
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<tr>
<td>21/10/19</td>
<td>16034</td>
<td>DEVELOPMENT APPLICATION – PROPOSED CHANGE OF USE (DWELLING), ALTERATIONS &amp; ADDITIONS TO EXISTING HALL AND A NEW FRONTAGE FENCE – 13 HAMILTON STREET, LATROBE</td>
<td>that the report by the Senior Planning Officer dated 18th October 2019 concerning development application DA 165/2019 be received and that Council approve the proposed use and development at 13 Hamilton Street, Latrobe subject to the following conditions: 1. Consent is for the proposed residential use, alterations and additions to existing building, and new frontage fence substantially in accordance with endorsed plans by Wood Drafting &amp; Design Services; Drawing Number: DM-1593 sheet 01; 03, 04, 05, 06, 07, 08, and 09. 2. Tasmanian Heritage Council The developer shall comply with the conditions, which Tasmanian Heritage Council has required the planning authority to include in the permit in accordance with Section 39 (6)(b) of the Historic Cultural Heritage Act 1995. These conditions are specified in Tasmanian Heritage Council’s submission to Council, Reference (6014), a copy of which is attached and endorsed to be a document forming part of this permit. 3. Stormwater discharge from the development and overland flows from the property are to be contained within the property’s boundary. Formed surfaces are not to direct water to adjoining properties and is not to create a nuisance. Silt and stormwater controls are to be in place during building and construction activities so as not to create a nuisance. Notes: • This permit is issued under Section 57 of the Land Use Planning Approvals Act 1993 as the proposal has discretionary status under the Latrobe Interim Planning Scheme 2013, in accordance with the Historic Cultural Heritage Act 1995. • Relevant approvals must be sought under the Building Act 2016 for all building and plumbing works. • An Infrastructure &amp; Assets Road Work permit is required for anyone working in the road reserve to construct, seal or widen a vehicle.</td>
<td>TLDRS</td>
<td>Permit issued. Representor notified of Planning Authority decision.</td>
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</table>
crossing. This includes any other activity, except for reshaping and grassing nature strips. Contact Council Infrastructure & Assets for an application for any proposed works in the road reserve.

N.B. Grey shaded areas are completed and will be deleted off the next report.

Recommendation
That the October 2019 status report of Open Council Meeting decisions be received.

16050 PORT SORELL ADVISORY COMMITTEE MEETING – HELD 29TH OCTOBER, 2019:
Author General Manager
Annexure “F” Minutes of meeting held 29/10/19

Recommendations
That the minutes of the Port Sorell Advisory Committee meeting dated 29th October, 2019 as tabled for the information of Councillors be received and noted and the following recommendation adopted:

1. Council staff investigate the costs and make an applicable budget allocation for the suggested memorials being a dedication seat installed at the gym equipment at Freers Beach, and/or installation of “Mick Halley Walk” blade signs at the start/end of the walkway that goes from the end of Freers Street to the Port Sorell Surf Life Saving Club.

16051 LATROBE SPORT & RECREATION MANAGEMENT COMMITTEE MEETING – HELD 30TH OCTOBER, 2019:
Author General Manager
Annexure “G” Minutes of meeting held 30/10/19

Recommendation
That the minutes of the Latrobe Sport & Recreation Management Committee meeting dated 30th October, 2019 as tabled for the information of Councillors be received and noted.

16052 BANKSIA FACILITIES MANAGEMENT COMMITTEE MEETING – HELD 16TH OCTOBER, 2019:
Author General Manager
Annexure “H” Minutes of meeting held 16/10/19

Recommendations
That the minutes of the Banksia Facilities Management Committee meeting dated 16th October, 2019 as tabled for the information of Councillors be received and noted and the following recommendations adopted:

1. If Council make the decision to relocate the Port Sorell Tennis Club, the Committee provides to Council their ‘in principle’ support for the relocation to the Banksia Precinct; with the following conditions:
a. The location of the tennis court facilities must not compromise car parking, property boundaries or adjacent building envelopes;

b. The tennis club facility footprint needs to be reduced in size to suitably fit on the existing site without compromising the proposed Banksia master plan design;

c. Council should consider part of The Crown Reserve, adjacent to the Banksia Centre, as an alternate site;

d. If the courts were to be positioned on the Anderson Street end, the clubroom must have a toilet facility available for public use;

e. The tennis court facilities must be made available for use by both public and camp participants; and

f. An outdoor cinema is not supported as this duplicates an amenity that will be provided by the upgraded Performing Arts Centre.

2. Funds be allocated for:

   a. A financial feasibility study based on the Master Plan concept (estimated cost $10,000); and

   b. Detailed design works to have the project “shovel ready” for when the project funding of $4m is approved by the Federal Government (estimated cost $30,000).

16053 CRADLE COAST WASTE MANAGEMENT GROUP MEETING – HELD 4TH SEPTEMBER, 2019:

Author: General Manager

Annexure “I” Minutes of meeting held 04/09/19

Recommendation
That the minutes of the Cradle Coast Waste Management Group meeting dated 4th September, 2019 as tabled for the information of Councillors be received and noted.

16054 LATROBE CEMETERY COMMITTEE MEETING – HELD 24TH OCTOBER, 2019:

Author: General Manager

Annexure “J” Minutes of meeting held 24/10/19

Recommendation
That the minutes of the Latrobe Cemetery Committee meeting dated 24th October, 2019 as tabled for the information of Councillors be received and noted.
LATROBE COUNCIL AUDIT PANEL MEETING AND KENTISH-LATROBE JOINT AUDIT PANEL MEETING – HELD 15TH OCTOBER, 2019:
Author General Manager
Annexure “K” Minutes of meetings held 15/10/19

Recommendations
That the minutes of the Latrobe Council Audit Panel meeting and the Kentish-Latrobe Joint Audit Panel meeting dated 15th October, 2019 as tabled for the information of Councillors be received and noted and the following recommendation adopted:
1. The current Audit Panel Charter be endorsed with no further changes.

COMMUNITY ROAD SAFETY COMMITTEE MEETING – HELD 14TH OCTOBER, 2019:
Author General Manager
Annexure “L” Minutes of meetings held 14/10/19

Recommendation
That the minutes of the Community Road Safety Committee meeting dated 14th October, 2019 as tabled for the information of Councillors be received and noted.

PORT SORELL ADVISORY COMMITTEE – ADDITIONAL NOMINATION 2019-2021:
Author Executive Assistant
Annexure “M” Report dated 29/10/19

Recommendations
That the report by the Executive Assistant dated 29th October 2019, concerning Port Sorell Advisory Committee – Additional Nomination 2019-2021, be received and:
1. That the following appointment be made for a two year period, effective from 26th November 2019 PSAC meeting; and
   - 1 Representative nominated by Port Sorell Tennis Club Jan Dicker
     Proxy: Joshua Tome
2. That Council actively pursue appropriate groups to fill the vacant positions.

EMERGENCY MANAGEMENT COORDINATOR VACANCY:
Author General Manager
Annexure “N” Report dated 05/11/19

Recommendation
That the report by the General Manager dated 5th November 2019 concerning the Emergency Management Coordinator Vacancy be received and in accordance with the Emergency Management Act 2006, the Department of Police & Emergency Management be advised that Mr Jonathan Magor has been nominated by Council as Latrobe Council’s Emergency Management Coordinator for a two year period.
FINANCE REPORT – OCTOBER 2019:
Author Team Leader Finance
Annexure “O” Finance Report – October 2019

Recommendation
That the financial report for the period ending October 31st, 2019 as provided by the Team Leader Finance be received.

LATROBE COUNCIL ECONOMIC DEVELOPMENT COMMITTEE – INSTRUMENT OF DELEGATION:
Author Tourism and Economic Development Officer
Annexure “P” Report dated 30/10/19

Recommendations
That the report by the Tourism and Economic Development Officer - Jennifer Archer - dated 30th October, 2019 concerning the Latrobe Council Economic Development Committee – Instrument of Delegation be received and that Council:

a) Establish the Latrobe Council Economic Development Strategy Special Committee of Council in accordance with Section 24 of the Local Government Act 1993 and adopt the draft Instrument of Delegation as the final governing document of the Special Committee;

b) Authorise the General Manager to sign and seal the attached Instrument of Delegation for the Latrobe Council Economic Development Strategy Committee;

c) Appoint up to four (4) Councillor/s ………………………………… and………………………………and………………………………and …………………………………as the Council representative and proxy respectively.

CLOSED MEETING

Recommendation
That the following items be discussed in Closed Session:

16062 Apologies
16063 Leave of Absence
(Section 15 (2) (h) Local Government (Meeting Procedures) Regulations 2015)
16064 Confirmation of Minutes – Closed Meeting - Held 14th October, 2019
(Section 34 Local Government (Meeting Procedures) Regulations 2015)
16065 Council Decision Status Report October, 2019 – Closed Meeting
(Section 15 (2) (g) Local Government (Meeting Procedures) Regulations 2015)
16066 TasWater Owners Representatives Group General Meeting – Held 8th May, 2019
16067 *Port Sorell Caravan Park Management Committee Meeting – Held 29th October, 2019*

16068 *Tender – 2019/20 Sprayed Bituminous Surfacing*

16069 *Contract for the Provision of Domestic Waste Collection Service – Tender No. 190123*

16070 *Closed Meeting Item Confidentiality*

**16071 OPEN COUNCIL:**

*Recommendation*

That Council now revert to Open Council.
LATROBE COUNCIL

MINUTES of the Ordinary Meeting of the Latrobe Council held at the Council Chambers, Latrobe on Monday 14th October, 2019 at 5.00pm.

ATTENDANCE:
Councillors: Deputy Mayor G. Brown in the Chair, Crs. S. Allison, S. Metske, G. Wicks, V. Mead, M. McLaren and G. Sims.

Council Officers: Mr. G. Monson (General Manager), Mr. A. Cock (Manager Customer & Business Services), Mr. J. Magor (Manager Infrastructure & Assets), Mrs. S. Holland (Strategic Planner) and Mrs. S. Cairns (Executive Assistant).

Revd. Chris Stafferton opened the meeting in prayer.

16002 APOLOGIES / LEAVE OF ABSENCE:
Cr McLaren moved and Cr Sims seconded that Mayor Freshney and Cr Young be granted an apology for today’s meeting.
CARRIED UNANIMOUSLY

16003 PECUNIARY INTEREST-LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2015 – DIVISION 1 (8):
Nil

16004 CONFIRMATION OF MINUTES – ORDINARY MEETING HELD 9TH SEPTEMBER, 2019:
Cr McLaren moved and Cr Wicks seconded that the minutes of the previous meeting of the Latrobe Council, held at the Council Chambers, Latrobe on 9th September, 2019 copies of which have been printed and circulated on Annexure “A” of the Agenda, be taken as read and confirmed.
CARRIED UNANIMOUSLY

16005 PUBLIC PARTICIPATION AND QUESTION TIME:
Nil

PLANNING AUTHORITY

In accordance with Clause 25(1) of the Local Government (Meeting Procedures) Regulations 2015 the Chairperson advised that Council will now act as a Planning Authority.

16006 SECTION 43A APPLICATION – PLANNING SCHEME AMENDMENT (REZONING & NEW SAP) AND 27 LOT SUBDIVISION – HAWK HILL ROAD AND EAST GLEN, PORT SORELL (CTS30184/3, 34572/3 & 34961/1):
Cr McLaren moved and Cr Sims seconded that the report by the Planning Officer dated 9 October 2019 concerning Draft Amendment 02/19 and DA 172/2019 be received and Council:
1. Approve the proposed amendment as presented; and
2. Certify the proposed amendment;
3. Advertise the proposed amendment in The Advocate and place it on public exhibition for a period of 28 days; and
4. Approve the proposed 27 lot subdivision subject to the following conditions:
   (a) Consent is for the proposed 27 lot subdivision substantially in accordance with endorsed plans, Drwg Nos. D15116-PO3 Rev.00 Sheet1/1, D15080-PO3 Rev.02 Sheet 2/3 and D15116-PO3 Rev. 02 Sheet 3/3;
   (b) Construction of Works
   The developer is to construct works in accordance with detailed construction plans of all proposed works prepared by suitably qualified persons, complying with current Council standards and approved by the Manager Infrastructure & Assets. Such plans and specifications are to include the necessary dimensions for road construction, pavement design, 2.5m wide shared path, calculations for flow rates in drains, the pipe sizes for drains and the materials used in construction. The works are to include:
   (i) Hawk Hill Road Upgrade
   Prior to release of any titles that will use Hawk Hill Road as the primary vehicular access the developer is to contribute 1/3 of the total cost to upgrade and seal Hawk Hill Road (approximately 475m in length from adjacent the Council Depot to the development site) to a width of 6m as a public road and constructed in accordance with TSD R02 v1 Rural Roads Sealed complete with associated features.
   (ii) Access Roads
   The proposed internal access streets are to be in accordance with TSD-R01-v1 constructed with the following features:
   a. A 6m wide two coat seal on an appropriately constructed pavement;
   b. A minimum pavement width of 8m including gravel shoulders within a minimum road reservation width of 18m and suitable to contain batter slopes and drainage plus 2m clearance to each property boundary;
   c. The roadways are to be adequately drained and runoff discharged to a suitable watercourse or drain;
   d. Roadside safety and barriers refer to Austroads AGRD-10 part 6 and TSD-R28-v1 to TSD-R30-v1.
   e. The developer is to obtain approval for all intersection, signage and traffic control measures from the Department of State Growth.
f. Posts and approved street name blades to Council’s standard design at all new intersections.

Should the subdivision be staged then any road terminus must meet turning circle requirements for Table E1 Roads in Planning Directive No. 5.1 Bushfire Prone Areas Code (12m radius).

(iii) Access Rural Cul-de-sac

The proposed internal cul-de-sac is to be in accordance with TSD-R08-v1 constructed with the following features:

a. A 6m wide two coat seal on an appropriately constructed pavement;

b. A minimum pavement width of 8m including gravel shoulders within a road reservation width of 18m;

c. Cul-de-sac heads are to be asphalt with a 9m radius to edge of seal;

d. The roadways are to be adequately drained and runoff discharged to a suitable watercourse or drain;

(iv) Shared Path

A shared path parallel to linking road is to be constructed with the following features:

a. A 2.5m wide gravel path on an appropriate base;

b. Provide for roadside drainage;

(v) Stormwater

Concentrated stormwater from the development site and roadside drainage is to be managed in accordance with a drainage design plan developed by a suitably qualified person. Plans and hydraulic calculations are to be submitted to the Manager for Infrastructure & Assets approval prior to commencement of on-site works.

(vi) Constructed Vehicular Access (Driveways)

All lots are to be provided with constructed sealed vehicular access in accordance with TSD-R03-v1 & TSD-R04-v1 from the edge of road seal to the property boundary. Vehicular access is to be located to ensure minimum sight distance requirements are met for the relevant speed zone as shown TSD-RF01-v1 and to ensure roadside drainage is maintained.

(vii) Landscaping Plan

A landscaping plan for all road reservations shall be prepared by a qualified Landscape Architect or other competent person approved of by the General Manager and once endorsed shall form a part of the permit. Landscaping as shown on the approved landscape plan shall be completed prior to the issue of a certificate of practical completion for the development works.
(viii) Cut, Fill and Retaining Structures

Any areas within the development site subject to cutting or filling are to be detailed on the engineering plans and show the existing natural surface contours, the proposed surface contours, density and material of compaction to be undertaken and any associated works such as the installation of retaining walls, subsoil drainage and railing.

(c) Electricity and Telecommunications

The subdivider to meet all costs involved in providing underground telecommunications and electricity services for the subdivision and to install poles for streetlighting in accordance with Tasnetworks’ requirements.

(d) Soil and Erosion Control

A management plan is to be developed detailing how soil and water is to be managed and implemented during construction. The management plan is to include such things as:

- Silt fencing and other devices are to be provided, where necessary, to control the loss of silt, gravel, clay and soil from the site;
- Access roads around the site are to be provided to prevent the trafficking of clay etc. onto the street. Humps are to be provided at any downhill access points to divert internal road drainage and soil etc. to the silt fenced area;
- Filter screens are to be used at entrances to the existing drainage system to prevent the discharge of gravel, soil and silt etc. to the drainage system;
- No environmental nuisance or harm, as determined under the Environmental Management and Pollution Control Act 1994 and associated regulations, to be caused by any activity on the site during the construction phase.

(e) Completion of Works

All works are to be carried out to Council standards and to the satisfaction of the Manager Infrastructure & Assets under the direct supervision of a civil engineer engaged by the applicant and approved by Council. Certification that all works have been carried out in accordance with the approved engineering design plans and to Council standards will be required prior to issue of a Certificate of Handover.

(f) Construction Plans

An “As Constructed” plan shall be provided in accordance with Councils requirements and shall be lodged with Council prior to sealing the final plan.
Council Requirements for an as-constructed detail plan is to include the road edge, vehicular crossings, footpath (type and width), streetlights (number), stormwater infrastructure with centre of manhole location coordinates, surface level, inverts levels for inlet and outlet, pipe type and length head walls with invert depth.

All other services (water, electrical, Telstra) lot connections.

Plan is to be provided in dxf or dwg format with a jpg or pdf copy or other formats by agreement from the manager Infrastructure and Assets.

(g) Road Signage

For any new street created the developer is to supply and install all approved street name sign blade and pole once gazetted.

(h) Easements

Easements are required over all services and drainage located in private property.

The final plan of survey including easements for all stormwater drainage maintainable by Council will not be sealed until all conditions have been complied with.

(i) Final Plan of Survey

The final plan of survey including easements for all stormwater drainage maintainable by Council will not be sealed until all conditions have been complied with.

Notes:

- This permit is issued under Section 57 of the Land Use Planning Approvals Act 1993 as the proposal has discretionary status under the Latrobe Interim Planning Scheme 2013.
- A standard fee of $75 per lot plus $300 is required to be paid to Council for the engineering assessment of plans, liaison and administration during the project period.
- During the construction or use of these facilities all measures are to be taken to prevent nuisance. Air, noise and water pollution matters are subject to provisions of the Building Regulations and the Environmental Management and Pollution Control Act 1994.

CARRIED UNANIMOUSLY

16007 PLANNING AUTHORITY:
Cr McLaren moved and Cr Sims seconded that Council cease to act as a Planning Authority.

CARRIED UNANIMOUSLY
DEVELOPMENT AND REGULATORY SERVICES

16008 BUILDING DEPARTMENT REPORT – SEPTEMBER 2019:
Cr Sims moved and Cr Wicks seconded that the report advising of Building and Plumbing Applications and Notifications received for the month of September 2019 be received.

CARRIED UNANIMOUSLY

16009 PLANNING – DEVELOPMENT APPLICATIONS – STATUS REPORT – SEPTEMBER 2019:
Cr McLaren moved and Cr Sims seconded that the status report of development applications for the month of September, 2019 be received.

CARRIED UNANIMOUSLY

OFFICE OF THE GENERAL MANAGER

16010 COUNCIL WORKSHOPS:
Cr Sims moved and Cr McLaren seconded that information on topics discussed at the 9th, 16th & 23rd September, 2019 Council Workshops be received.

CARRIED UNANIMOUSLY

16011 DELEGATES REPORTS:
Cr McLaren moved and Cr Wicks seconded that the Reports be received and noted.

Mayor Peter Freshney

<table>
<thead>
<tr>
<th>DATE</th>
<th>MEETING / EVENT (VENUE)</th>
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<tbody>
<tr>
<td>02/09/2019</td>
<td>UTAS Briefing – Research Project in Latrobe and Port Sorell on Dementia Prevention (Latrobe Council Office)</td>
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<tr>
<td>02/09/2019</td>
<td>Special Council Workshop (Latrobe Council Chambers)</td>
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<tr>
<td>03/09/2019</td>
<td>Latrobe Adult Day Centre Morning Tea</td>
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<td>03/09/2019</td>
<td>7AD Phone Interview</td>
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<tr>
<td>03/09/2019</td>
<td>Meet Residents (Mayor’s Office)</td>
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<td>04/09/2019</td>
<td>Municipal Alliance Committee Meeting (Latrobe Council Office)</td>
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<td>07/09/2019</td>
<td>Apex Club Fashion Awards – Mayor’s Choice Presentation (Latrobe Memorial Hall)</td>
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<td>09/09/2019</td>
<td>Meet Deputy Mayor and General Manager (Latrobe Council Office)</td>
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<td>09/09/2019</td>
<td>Latrobe Council Meeting (Latrobe Council Chambers)</td>
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<td>10/09/2019</td>
<td>Meeting at Wesley Vale’s Aqua Feed Production Facility</td>
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<td>11/09/2019</td>
<td>Mersey Leven Emergency Management Committee Meeting (Kentish Council Chambers)</td>
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<tr>
<td>13/09/2019</td>
<td>Local Government Association of Tasmania General Meeting (Tramsheds, Launceston)</td>
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<tr>
<td>15/09/2019</td>
<td>Shearwater Resort Strategic Planning Workshop (Shearwater Resort)</td>
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<td>16/09/2019</td>
<td>Latrobe and Kentish Council Joint Workshop (Kentish Council Chambers)</td>
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<td>17/09/2019</td>
<td>7AD Radio Interview</td>
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<td>18/09/2019</td>
<td>Cradle Coast Authority Leadership Team Meeting (Ulverstone)</td>
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<td>18/09/2019</td>
<td>Meeting with Developer (Latrobe Council Office)</td>
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<td>18/09/2019</td>
<td>Citizenship Ceremony (Latrobe Council Chambers)</td>
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<tr>
<td>19/09/2019</td>
<td>Rural Clinical School Students Q &amp; A Session (Latrobe Council Chambers)</td>
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<td>19/09/2019</td>
<td>Latrobe Community Information Evening (Supper Room, Latrobe Memorial Hall)</td>
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<tr>
<td>22/09/2019</td>
<td>Official Opening – Latrobe Bowl Club</td>
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<tr>
<td>22/09/2019</td>
<td>Official Opening – Port Sorell Bowls Club</td>
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<tr>
<td>23/09/2019</td>
<td>Council Workshop (Latrobe Council Chambers)</td>
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Acting Mayor Graeme Brown

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<tr>
<th>DATE</th>
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<td>Meet Mayor and General Manager (Latrobe Council Office)</td>
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<td>Latrobe and Kentish Council Joint Workshop (Kentish Council Chambers)</td>
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<td>17/09/2019</td>
<td>Meet Mayor (Council Office)</td>
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<tr>
<td>23/09/2019</td>
<td>Council Workshop (Latrobe Council Chambers)</td>
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<tr>
<td>24/09/2019</td>
<td>Meet General Manager and Executive Assistant – Business Support</td>
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<tr>
<td>24/09/2019</td>
<td>Meet Residents – Old Guide Hall</td>
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<tr>
<td>25/09/2019</td>
<td>Talk to Cr Allison</td>
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<td>25/09/2019</td>
<td>Talk to Craig Ayers</td>
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<tr>
<td>25/09/2019</td>
<td>Meet Executive Assistant – Business Support (Council Office)</td>
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<tr>
<td>26/09/2019</td>
<td>Talk to Council’s Planning Officer, Building and Facilities Coordinator, Environmental Health Officer</td>
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<td>30/09/2019</td>
<td>Meet with General Manager</td>
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<tr>
<td>01/10/2019</td>
<td>7AD Interview (phone)</td>
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<tr>
<td>01/10/2019</td>
<td>Meet with General Manager (Council Office)</td>
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<tr>
<td>02/10/2019</td>
<td>Neighbourhood Watch Cuppa with a Coppa (Crowded Lounge, Latrobe)</td>
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<tr>
<td>02/10/2019</td>
<td>Meet General Manager and Rod Bramich (Mayor’s Office)</td>
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<tr>
<td>03/10/2019</td>
<td>Meet Gavin Pearce MP during visit to Camp Banksia Performing Arts Hub (Banksia Centre)</td>
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<tr>
<td>03/10/2019</td>
<td>Meet Karen Smith, Account Manager 7AD</td>
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<tr>
<td>03/10/2019</td>
<td>Meet Mark Shelton MP</td>
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CARRIED UNANIMOUSLY
16012 COUNCIL DECISION STATUS REPORT:
Cr McLaren moved and Cr Wicks seconded that the September 2019 status report of Open Council Meeting decisions be received.
CARRIED UNANIMOUSLY

16013 PORT SORELL ADVISORY COMMITTEE MEETING – HELD 1ST OCTOBER, 2019:
Cr McLaren moved and Cr Allison seconded that the minutes of the Port Sorell Advisory Committee meeting dated 1st October, 2019 as tabled for the information of Councillors be received and noted.
CARRIED UNANIMOUSLY

16014 LATROBE SPORT & RECREATION MANAGEMENT COMMITTEE MEETING – HELD 25TH SEPTEMBER, 2019:
Cr Wicks moved and Cr Mead seconded that the minutes of the Latrobe Sport & Recreation Management Committee meeting dated 25th September, 2019 as tabled for the information of Councillors be received and noted and the following recommendation adopted:
2. Council make provision of $8,264 to fund the balance of the Croquet Club fence replacement project.
CARRIED UNANIMOUSLY

16015 LATROBE AND DISTRICTS YOUTH CENTRE MANAGEMENT COMMITTEE MEETING – HELD 24TH SEPTEMBER, 2019:
Cr McLaren moved and Cr Mead seconded that the minutes of the Latrobe and Districts Youth Centre Management Committee meeting dated 24th September, 2019 as tabled for the information of Councillors be received and noted.
CARRIED UNANIMOUSLY

16016 PORT SORELL MEMORIAL HALL COMMITTEE MEETING – HELD 15TH AUGUST, 2019:
Cr Metske moved and Cr McLaren seconded that the minutes of the Port Sorell Memorial Hall Committee meeting dated 15th August, 2019 as tabled for the information of Councillors be received and noted.
CARRIED UNANIMOUSLY

16017 BANKSIA FACILITIES MANAGEMENT COMMITTEE MEETING – HELD 4TH SEPTEMBER, 2019:
Cr Sims moved and Cr McLaren seconded that the minutes of the Banksia Facilities Management Committee meeting dated 4th September, 2019 as tabled for the information of Councillors be received and noted and the following recommendation adopted:
1. Council make an adjustment of $10,000 to the budget for a roller door to be installed in the stadium of the Banksia Centre.
CARRIED UNANIMOUSLY
16018 CRADLE COAST AUTHORITY REPRESENTATIVES MEETING – HELD 22ND AUGUST, 2019:
Cr McLaren moved and Cr Wicks seconded that the minutes of the Cradle Coast Authority Representatives meeting dated 22nd August, 2019 as tabled for the information of Councillors be received and noted.
CARRIED UNANIMOUSLY

16019 PORT SORELL PERFORMING ARTS DEVELOPMENT HUB SUB-COMMITTEE MEETING – HELD 26TH SEPTEMBER, 2019:
Cr Sims moved and Cr McLaren seconded that the minutes of the Port Sorell Performing Arts Development Hub Sub-Committee meeting dated 26th September, 2019 as tabled for the information of Councillors be received and noted.
CARRIED UNANIMOUSLY

16020 LATROBE TREE PLANTING COMMITTEE MEETING – HELD 23RD SEPTEMBER, 2019:
Cr McLaren moved and Cr Metske seconded that the minutes of the Latrobe Tree Planting Committee meeting dated 23rd September, 2019 as tabled for the information of Councillors be received and noted and the following recommendation adopted:
1. Council make an allocation of $7,000 in the current 2019/2020 budget for the removal of the trees and the replacement of the pavers in the Shearwater Village if the 7 Day Makeover team decide that this should be done. The work should coincide with the 7 Day Makeover to be held 9th to 16th November.
CARRIED UNANIMOUSLY

CUSTOMER & BUSINESS SERVICES DEPARTMENT

16021 FINANCE REPORT – SEPTEMBER 2019:
Cr McLaren moved and Cr Wicks seconded that the financial report for the period ending September 30th, 2019 as provided by the Accountant be received.
CARRIED UNANIMOUSLY

CLOSED MEETING

16022 CLOSED MEETING:
Cr McLaren moved and Cr Wicks seconded that the following items be discussed in Closed Session:
16023 Apologies
16024 Leave of Absence
   (Section 15 (2) (h) Local Government (Meeting Procedures) Regulations 2015)
16025 Confirmation of Minutes – Closed Meeting - Held 9th September, 2019
   (Section 34 Local Government (Meeting Procedures) Regulations 2015)
16026 Council Decision Status Report September, 2019 – Closed Meeting
(Section 15 (2) (g) Local Government (Meeting Procedures) Regulations 2015)

16027 Cradle Coast Authority Board Meeting – Held 29th August, 2019
(Section 15 (2) (g) Local Government (Meeting Procedures) Regulations 2015)

16028 Mersey-Leven Municipal Emergency Management Meeting – Held 11th September, 2019
(Section 15 (2) (g) Local Government (Meeting Procedures) Regulations 2015)

16029 Latrobe Council Land Committee Meeting – Held 9th September, 2019
(Section 15 (2) (f) Local Government (Meeting Procedures) Regulations 2015)

16030 Closed Meeting Item Confidentiality

CARRIED UNANIMOUSLY

Council held a short recess at 6.15pm and moved into Closed Session at 6.16pm.

16031 OPEN COUNCIL:
Cr McLaren moved and Cr Wicks seconded that Council now revert to Open Council.

CARRIED UNANIMOUSLY

As there was no further business the meeting was declared closed at 6.31pm.

Confirmed............................................................... MAYOR

BACK TO AGENDA
LATROBE COUNCIL

MINUTES of the Special Meeting of the Latrobe Council held at the Council Chambers, Latrobe on Monday 21st October, 2019 at 5.00pm.

ATTENDANCE:
Councillors: Deputy Mayor G. Brown in the Chair, Crs. S. Allison, S. Metske, G. Wicks, V. Mead, M. McLaren and G. Sims.

Council Officers: Mr. G. Monson (General Manager), Mrs. J. Febey (Team Leader Development & Regulatory Services), Mrs. E. Pieniak (Senior Planning Officer) and Mrs. S. Cairns (Executive Assistant).

16032 APOLOGIES / LEAVE OF ABSENCE:
Cr McLaren moved and Cr Sims seconded that Mayor Freshney and Cr Young be granted an apology for today’s meeting.
CARRIED UNANIMOUSLY

16033 PECUNIARY INTEREST-LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2015 – DIVISION 1 (8):
Nil

PLANNING AUTHORITY

In accordance with Clause 25(1) of the Local Government (Meeting Procedures) Regulations 2015 the Chairperson advised that Council will now act as a Planning Authority.

16034 DEVELOPMENT APPLICATION – PROPOSED CHANGE OF USE (DWELLING), ALTERATIONS & ADDITIONS TO EXISTING HALL AND A NEW FRONTAGE FENCE – 13 HAMILTON STREET, LATROBE:
Cr McLaren moved and Cr Sims seconded that the report by the Senior Planning Officer dated 18th October 2019 concerning development application DA 165/2019 be received and that Council approve the proposed use and development at 13 Hamilton Street, Latrobe subject to the following conditions:
1. Consent is for the proposed residential use, alterations and additions to existing building, and new frontage fence substantially in accordance with endorsed plans by Wood Drafting & Design Services; Drawing Number: DM-1593 sheet 01; 03, 04, 05, 06, 07, 08, and 09.
2. Tasmanian Heritage Council
   The developer shall comply with the conditions, which Tasmanian Heritage Council has required the planning authority to include in the permit in accordance with Section 39 (6)(b) of the Historic Cultural Heritage Act 1995. These conditions are specified in Tasmanian Heritage
Council’s submission to Council, Reference (6014), a copy of which is attached and endorsed to be a document forming part of this permit.

3. Stormwater discharge from the development and overland flows from the property are to be contained within the property’s boundary. Formed surfaces are not to direct water to adjoining properties and is not to create a nuisance. Silt and stormwater controls are to be in place during building and construction activities so as not to create a nuisance.

Notes:

- This permit is issued under Section 57 of the *Land Use Planning Approvals Act 1993* as the proposal has discretionary status under the Latrobe Interim Planning Scheme 2013, in accordance with the *Historic Cultural Heritage Act 1995*.
- Relevant approvals must be sought under the Building Act 2016 for all building and plumbing works.
- An Infrastructure & Assets Road Work permit is required for anyone working in the road reserve to construct, seal or widen a vehicle crossing. This includes any other activity, except for reshaping and grassing nature strips. Contact Council Infrastructure & Assets for an application for any proposed works in the road reserve.

CARRIED UNANIMOUSLY

16035 **PLANNING AUTHORITY:**
Cr McLaren moved and Cr Sims seconded that Council cease to act as a Planning Authority.

CARRIED UNANIMOUSLY

As there was no further business the meeting was declared closed at 5.25pm.

Confirmed………………………………………………… MAYOR

BACK TO AGENDA
SUBJECT: REQUEST FOR MINOR AMENDMENT OF PLANNING PERMIT ISSUED FOR LOT 100 THOMPSONS ROAD, WESLEY VALE
AUTHOR: PLANNING OFFICER – Emma Pieniak
DATE: 1ST NOVEMBER 2019
FILE REF: DA 96/2019
ATTACHMENTS: REQUEST FOR MINOR AMENDMENT ORIGINAL PLANNING PERMIT

1. SUMMARY INFORMATION

   Applicant: 6TY
   Project: Transport Depot & Distribution
   Zone: Rural Resource
   Address: Lot 100 Thompsons Road, Wesley Vale
   Previous Determinations: DA 69/2019 – 8th July 2019 – Section 57 Application for a Proposed Transport Depot & Distribution
   Requested Amendments: Minor amendment to Planning Permit DA 96/2019
   Recommendation: Approve subject to conditions

2. CONTEXT

   On 8th July 2019 Council considered a development application pursuant to Section 57 of the Land Use Planning & Approvals Act 1993 for a proposed Transport Distribution & Depot at Lot 100 Thompsons Road, Wesley Vale. At the Council meeting, Council as a planning authority, approved the application under planning permit DA 96/2019. An aerial image illustrating the subject site and surrounding use and development is shown in Figure 1. The approved development is indicated in the site plan shown in Figure 2.

![Aerial Image](image-url)

Figure 1 – Aerial Image
3. REQUESTED AMENDMENTS

On 23\textsuperscript{rd} September Council received a request to amend planning permit DA 96/2019 pursuant to Section 56 of the \textit{Land Use Planning and Approvals Act 1993}. The applicant requests an amendment to the maximum height of the approved warehouse shown on endorsed plans from 10.393m to 11.72m. The change is sought due to a design constraint identified in the requirement for an internal storage rack system which requires greater clearance than initially provided.

4. MINOR AMENDMENT ASSESSMENT

Section 56 of the \textit{Land Use Planning and Approvals Act 1993} allows the owner of land, or a person with consent of the owner to request in writing to the planning authority to amend a permit which applies to that land and which is a permit issued by the planning authority.

- The request for minor amendment was made in writing to Council by 6ty\textsuperscript{o} on behalf of De Bruyns Transport Tasmania.

Section 56 (2) of the \textit{Land Use Planning and Approvals Act 1993} provides that a planning authority may amend a permit if it is satisfied that the amendment:

a) Does not change the effect of any condition required by the Planning Appeal Tribunal; and

aa. Is not an amendment of a condition or restriction, specified in the permit, that is required, imposed or amended by the Appeal Tribunal; and

Planning Permit DA 96/2019 was not issued by the Planning Appeal Tribunal and there are no conditions or restrictions imposed by the Appeal Tribunal.

b) Will not cause an increase in detriment to any person; and

- The proposed amendment seeks a minor increase in height of the approved warehouse building. It is noted the proposed amendment remains compliant with the Acceptable Solution of F1.5.2 Part A2 height restriction of 12m under the Bellfield Industrial Specific Area Plan. Supplementary consent for the increased height has
been sought and provided from TasPorts with relevance to the Operational Airport overlay.

- The proposed height alteration of the warehouse represents an increase of 12.76% and does not change the overall outcome of the approved buildings, therefore it will not cause any increase in detriment to any person.

c) Does not change the use or development for which the permit was issued other than a minor change to the description of the use or development.

- The proposed amendment does not change or alter the approved use for a Transport Distribution & Depot and will result in only a minor increase to the maximum height above natural ground level of the approved warehouse building. No other changes are sought to the use or development approved under planning permit DA 98/2019.

5. CONCLUSION

The proposed change to the maximum height of the approved warehouse building constitutes a minor amendment that will not increase detriment to any person/s and does not change the approved use for a Transport Distribution & Depot. Condition 1 of planning permit DA 96/2019 may be amended to allow substitution of endorsed plans pursuant to Section 56 of the *Land Use Planning & Approvals Act 1993*.

6. RECOMMENDATION

That the report by the Planning Officer dated 1st November 2019 concerning a minor amendment to DA 96/2019 be received and that Council approve the minor amendment subject to the following conditions:

1. Consent is for the proposed Transport Depot and Distribution facility substantially in accordance with endorsed plans by 6tyo Project: 18.127 Drawings Ad2 rev A; 18.127 Drawings Ad4 rev A; 18.127 Drawings Ad1 rev D; 18.127 Drawings Ad3 rev B; 18.127 Drawings Ad5 rev B; 18.127 Drawings Ad1 rev D; issue date 03.04.19 and Ad1 rev D; Ad3 rev B; Ad5 rev B issue date 27.08.19.

2. Consent is for the statutory car parking requirement to be reduced to 66 car parking spaces.

3. Consent is for external colour “Cottage Green” to be utilised on proposed buildings.

4. Consent is for the statutory permitted boundary fence height of 2m high be increased to 2.4m.

5. Consent is for the statutory permitted cut/fill of less than 1m depth and located more than 1.5m from a site boundary be increased to 1.5m depth.

6. Consent is for the statutory requirement of underground electricity supplied be waived to allow the provision of above ground electricity supply.

7. A right of way is to be established over Certificate of Title 145641 in favour of Certificate of Title 160743/100. The relevant documentation for this is to be lodged with Council and approved prior to the issue of a Certificate of Likely Compliance (building and plumbing) for Stage 1 of the proposed development.

8. A landscape plan showing additional and varied landscaping within the 7.5m minimum landscape buffer along Thompsons Road to be consistent with the established vegetation along the road. Landscaping must be completed as part of Stage 1 works.

9. An environmental consultant's report and design for on-site waste water disposal, in accordance with the Plumbing Regulations 2016 and AS 1547, is required with the application for a Certificate of Likely Compliance (Plumbing).

10. The proposal must be in accordance with TasPorts recommendations prepared by David K Race, General Manager of the Devonport Airport dated 1 May 2019,
and supplementary advice dated 23 September 2019, copies of which are attached and endorsed to be documents forming part of this permit.

VEHICULAR CROSSING

11. Frankford Road: The existing vehicular access adjacent the north-west of the site is to be used for any vehicles greater than a nominal 8.8m long service vehicle and will require a right of way to benefit Lot 100 or strata amendment to provide a common area.

12. Thompsons Road: The proposal requires a new minimum 6m wide vehicular crossing to be constructed in accordance with TSD R03-v1 and TSD R04-v1 from the property boundary to the car park.

13. Signage is to be provided and maintained near the junction of Frankford Road and Thompasons Road directing any heavy vehicle access to the site to be from the north-western access.

STORMWATER PEAK FLOW

14. Stormwater detention is to be provided to limit discharge flow rates and overland flows to be no greater than those generated from the undeveloped site.

15. The detention storage system is to be assessed and designed by a professional engineer with experience in hydraulic design, for storm events in the range of 20% AEP to 5% AEP if the overland flow path is towards the street. If the overland flow path is towards an adjoining property, then the system is to be designed to cater for 5% AEP to 1% AEP storm events to bypass the discharge orifice.

16. Design plans are to include surface levels, pipe invert levels, orifice size, location, storage area, overland flow path and a cross section of the pit or tank showing the orifice. The plans, a summary of the calculations and a Form 35 for the design are to be submitted with the plumbing application to the Manager of Infrastructure & Assets for approval.

17. On completion an “as constructed” plan complete with levels is to be submitted with a certification that the storage has been constructed in accordance with the approved design or a Form 55 provided with the as constructed plan.

STORMWATER QUALITY

18. Concentrated stormwater flows leaving the site shall first pass through a combined oil, sediment and gross pollutant separator unit (e.g. CSR Humes Humeceptor, James Hardie Q-Guard or Ecosol) and be sized to treat a minimum of 90% of the total annual flow volume. Alternative locations and levels of treatment may be considered.

STORMWATER INFRASTRUCTURE

19. All concentrated stormwater flows currently entering the development site are to be conveyed by the developer to the established downstream outlet.

20. Detention storage facilities and pollutant separators are to be located within private property with appropriate provision for access and maintenance.

CARPARKING

21. Areas set aside for driveways and parking vehicles must be:

21.1. Set out to comply with the requirements of Australian Standard 2890.1-2004 (Parking Facilities, Part 1: Off-street car parking);

21.2. Be formed and constructed with compacted sub-base and surfaced with an all-weather dustless surface such as bitumen, concrete, brick or permeable paving blocks;

21.3. Drained and connected to the private stormwater system;

21.4. Line marked and signed to indicate each car space and access lanes.
22. Special attention is to be paid to usability including classification of spaces, circulation, signage and minimization of blind aisles, and provision of pedestrian linkages clear of vehicular areas.

Notes:

- This permit is issued under Section 57 of the *Land Use Planning Approvals Act 1993* as the proposal has discretionary status under the Latrobe Interim Planning Scheme 2013.
- Silt and stormwater controls are to be in place during building and construction activities.
- During the construction or use of these facilities all measures are to be taken to prevent nuisance. Air, noise and water pollution matters are subject to provisions of the Building Regulations or the Environmental Management and Pollution Control Act 1994.
- Infrastructure & Assets approval and permit is required for anyone working in the road reserve to install builders fence, container or construct a vehicular crossing including any other activity, except for reshaping and grassing nature strips.
- Pursuant to Section 56(3) of The Act, notify the following person in writing of Council’s decision to amend and correct planning permit DA96/2019:
  a) the person who requested the permit to be amended; and
  b) if that person is not the owner of the land, the owner; and
  c) the owner or occupier of any property which adjoins the land; and
  d) any person who made a representation under section 57(5) in relation to the application for the permit.
REQUEST FOR MINOR AMENDMENT

23 September 2019

Planning Department
Latrobe Council
By Email: planning@latrobe.tas.gov.au

Dear Planning,

DEVELOPMENT PERMIT 94/2012 – LOT 109 THOMPSONS ROAD, WESELLEY VALE – REQUEST FOR MINOR AMENDMENT

This correspondence has been prepared to form the basis of a request that is lodged, on behalf of our client De Broure’s Transport Tasmania, for a minor amendment to Development Permit 94/2012 (the “Permit”) in accordance with Section 56 of the Land Use Planning and Approvals Act 1993 (the “Act”).

The purpose of this request is to enable an amendment to the maximum building height of the approved freight sorting and distribution building. The highest point of the building shown on the endorsed plans is 10.30m measured from natural ground level and 8.52m measured relative to AHD. During design development, it has been identified that the height of the building needs to increase to accommodate storage racking systems internally. The building height will increase by 1.30m, or 12.76%, to a maximum of 11.73m measured from natural ground level and 9.85m measured relative to AHD. It is noted that the amended building height remains in conformity with the 12% maximum required by Clause F1.5.2 Acceptable Solution A2.

Revised Development Plans depicting this amendment are attached, including:

- Title Page for Project 18.127 (unchanged)
- Site Plan – Drawing No. Ad2 Rev A
- Warehouse & Admin Floor Plan – Drawing No. Ad2 Rev A
- Warehouse & Admin Elevations & Sections – Drawing No. Ad3 Rev B
- Workshop & Truck Wash Floor Plans, Elevations & Sections – Drawing No. Ad4 Rev A (unchanged)
- Stage 2 Warehouse Floor Plan & Elevations – Drawing No. Ad2 Rev B

Supplementary advice has been obtained from TasPorts (Glenorchy Airport operators) identifying that it does not object to the proposed increased height. The provision of this advice confirms that development remains in conformity with the requirement in Clause E2.6.2 Performance Criteria F2.

Should the Permit be amended as requested, it is anticipated the revised plans and supplementary advice from TasPorts would form part of the endorsed documents that apply to the use and development in accordance with Conditions 1 and 10 of the Permit.

It is acknowledged that Condition II requires the provision of a landscape plan, which will vary the landscaping shown on the development plans. This will be provided separately. The amendment to the building height will enable building approval documents to be finalised.

Council’s Planning Authority may amend a planning permit if satisfied that it would not be contrary to the matters which are listed in Section 56(2) of the Act. These matters are reproduced (in full) and addressed below.

(2) The planning authority may amend the permit if it is satisfied that the amendment—

(a) is not an amendment of a condition or restriction, specified in the permit, that is required, imposed or amended by the Appeal Tribunal; and

(b) does not change the effect of a condition or restriction, specified in the permit, that is required, imposed or amended by the Appeal Tribunal; and

There are no conditions or restrictions specified in the Permit that were required or imposed by the Appeal Tribunal. The matters identified in Section 56(2)(a) and (b) of the Act are therefore not relevant.

(b) will not cause an increase in detriment to any person; and

The proposed increase in the height of the freight sorting and distribution building is relatively minor. It will not impact the amenity of adjacent sensitive uses (rural residential dwellings) by reason of overshadowing or visual impact. The siting and colours associated with the building ensures that its visual impact, from the road network and surrounding land will be minimised. The proposal will not affect aviation activities associated with Devonport Airport. Therefore, the amendment will not cause an increase in detriment to any person.

(b) does not change the use or development for which the permit was issued other than a minor change to the description of the use or development.

The request will not alter the use or development that was approved by the Permit, which involves the establishment of a transport depot and distribution facility including the construction of a freight sorting and distribution building with an attached administration building, truck workshop and wash building, council refuelling bund and associated works. The only change to the description of the approval is limited to the substitution of the approved freight sorting and distribution building with a slightly higher building. This constitutes a minor change.

It is therefore submitted that the Permit can be amended, as described in this request, in accordance with Section 56 of the Act.

Please do not hesitate to contact me should you have any queries.

Yours faithfully

[Signature]
Ashley Brook
Planning Consultant

Attachments:
1. Revised Development Plans
2. Supplementary TasPorts Advice

Latrobe Council OPEN Agenda
11th November, 2019
Page 57 of 246
9 July 2019

6TY
PO Box 63
RIVERSIDE TAS 7250

Email: obrook@6ty.com.au

Dear Ashley,

DEVELOPMENT APPLICATION - TRANSPORT DEPOT & DISTRIBUTION
LOT 100 THOMPSONS ROAD WESLEY VALE

I am pleased to advise that at its meeting held on Monday, 8 July 2019, Council approved your development application for a proposed transport depot and distribution at Lot 100 Thompsons Road, Wesley Vale.

Enclosed is the permit and list of conditions that apply to the approval. The conditions have been applied either to protect the amenity of the area or to ensure your development progresses in an orderly manner and is consistent with other similar developments in the municipality.

As representations were received in regard to your application, Council’s decision shall not be effective or acted upon until it is determined that there has been no appeal instituted within the appeal period (14 days from the date hereof) as determined by the provisions of the Land Use Planning and Approvals Act 1993, or if an appeal has been instituted until the determination of that appeal.

Please accept the Council’s best wishes on your development. If you have any queries regarding your planning permit, please contact Council’s Planning Officer, Emma Pleinak on 6426 4444.

Yours faithfully,

Jan Felley
TEAM LEADER
DEVELOPMENT AND REGULATORY SERVICES

Encl.

LATROBE COUNCIL

DEVELOPMENT PERMIT

PERMIT NO: 6TY/96/2019

LOCATION: LOT 100 THOMPSONS ROAD, WESLEY VALE

In accordance with Division 2 of the Local Land Planning and Approvals Act 1993 notice is hereby given that Latrobe Council (Planning Authority) hereby grants a permit to 6TY for a proposed transport depot and distribution at Lot 100 Thompsons Road, Wesley Vale subject to the following conditions:

1. Consent is for the proposed Transport Depot and Distribution facility substantially in accordance with endorsed plans by the Project: 18.127 Drawings Add rev B; Add C; Add D rev A, Add E rev A, and Add F rev A issued date 05.08.15.

2. Consent is for the statutory car parking requirement to be reduced to 66 car parking spaces.

3. Consent is for external colour “Cottage Green” to be utilised on proposed buildings.

4. Consent is for the statutory permitted boundary fence height of 2m high be increased to 2.4m.

5. Consent is for the statutory permitted cut/kill of less than 1m depth and located more than 1.5m from the boundary be increased to 1.5m depth.

6. Consent is for the statutory requirement of underground electricity supply be waived to allow the provision of above-ground electricity supply.

7. A right of way is to be established over Certificate of Title 145641 In favour of Certificate of Title 167195/100. The relevant documentation for this is to be lodged with Council and approved prior to the issue of a Certificate of Likely Compliance (building and plumbing) for Stage 1 of the proposed development.

8. A landscape plan showing additional and varied landscaping within the 7.5m minimum landscape buffer along Thompsons Road to be consistent with the established vegetation along the road. Landscaping must be completed as part of Stage 1 works.
9. An environmental consultant's report and design for on-site waste water disposal, in accordance with the Plumbing Regulations 2016 and AS 1574, is required with the application for a Certificate of Likely Compliance (Plumbing).

10. The proposal must be in accordance with Latrobe's recommendations prepared by David K Rice, General Manager of the Devonport Airport dated 1 May 2019, a copy of which is attached and endorsed to be a document forming part of this permit.

VEHICULAR CROSSING
11. Frankford Road: The existing vehicular access adjacent the north-west of the site is to be used for any vehicles greater than a nominal 8.8m long service vehicle and will require a right of way to be obtained to allow an entrance to the community path.

12. Thompsons Road: The proposal requires a new minimum 6m wide vehicular crossing to be constructed in accordance with TSD 103-5 and TSD 404-11 from the property boundary to the car park.

13. Signage is to be provided and maintained at the junction of Frankford Road and Thompsons Road directing any heavy vehicle access to the site to be from the north-western access.

STORMWATER PACT FLOW
14. Stormwater detention is to be provided to limit discharge flow rates and overland flows to be no greater than those generated from the undeveloped site.

15. The detention storage system is to be assessed and designed by a professional engineer with experience in hydraulic design, for storm events in the range of 20% AEP to 5% AEP if the overland flow path is towards the street. If the overland flow path is towards an adjoining property, then the system is to be designed to cater for 5% AEP to 1% AEP storm events to bypass the discharge outlets.

16. Design plans are to include surface levels, pipe invert levels, site or site, location, storage area, overland flow path and a cross section of the pit or tank showing the outlet. The plans, a summary of the calculations and a Form 39 for the design are to be submitted with the plumbing application to the Manager of Infrastructure & Assets for approval.

17. On completion an "as constructed" plan complete with levels is to be submitted with a certification that the storage has been constructed in accordance with the approved design or Form 55 provided with the as constructed plan.

STORMWATER QUALITY
18. Concentrated stormwater flows leaving the site shall pass through a combinededd, silt and gross pollutant separator unit (e.g. CSR Homes Humecceptor, James Hardie Q-Guard or Essco) and be treated to a maximum of 10% of the total annual flow volume. Alternative locations and levels of treatment may be considered.

STORMWATER INFRASTRUCTURE
19. All concentrated stormwater flows entering the development site are to be conveyed to the drainage system through a downsink outlet.

20. Detention storage facilities and pollutant separators are to be located within private property with appropriate provision for access and maintenance.

CAR PARKING
21. Areas set aside for driveways and parking vehicles must be:

21.1. Set out to comply with the requirements of Australian Standard 2890.1-2004 (Parking Facilities, Part 1: Off-street car parking);

22.2. Be formed and constructed with compacted sub-base and surfaced with an all-weather dustless surface such as bitumen, concrete, brick or permeable paving blocks;

23.3. Designed and connected to the private stormwater systems;

24.4. Line marked and signed to indicate each car space and access lanes.

Special attention is to be paid to visibility including classification of spaces, circulation, signage and minimization of blind aisles, and provision of pedestrian linkages clear of vehicular areas.

Notes:
- This permit is issued under Section 57 of the Land Use Planning Approvals Act 1993 as the proposal has discretionary status under the Latrobe Intermittent Planning Scheme 2013.
- Silts and stormwater controls are to be in place during building and construction activities.
- During the construction or use of these facilities all measures are to be taken to prevent nuisance. Air, noise and water pollution matters are subject to provisions of the Building Regulations or the Environmental Management and Pollution Control Act 1994.
- Infrastructure & Assets approval and permit is required for anyone working in the road reserve to install builders fence, container or construct a vehicular crossing including any other activity, except for reshaping and grassing nature strips.

Jan Felkey
TEAM LEADER
DEVELOPMENT AND REGULATORY SERVICES

Date of Permit: 8 July 2019

THIS IS NOT APPROVAL FOR ANY CONSTRUCTION OR DEMOLITION WORKS, INCLUDING WORK IN A ROAD RESERVE


Please check with Council in determining whether the proposed site or development is exempt.

NOTES:

A. Attention is directed to Sections 61 and 63 of the Land Use Planning and Approvals Act 1993 (as amended) which relate to appeals. These provisions should be consulted directly, but the following provides a guide as to their content:
- A planning appeal may be instituted by lodging a notice of appeal with the Resource Management & Planning Appeal Tribunal (telephone (03) 6233 6404).
- Any planning appeal must be instituted within 34 days of the date the Council sends notice of the decision on the applicant.

B. This permit lapses after a period of two years from the date of granting of the permit if the use or development has not substantially commenced within that period.

C. A copy of the Council report prepared in relation to this application is available upon request.

D. This permit does not imply that any other approval required under any other by-law or legislation has been granted.

E. Separate Building Approval is required prior to commencement of this development and use.

F. This permit does not constitute authority to erect or construct buildings or works over or upon any drain or sewer vested in the Council or upon any drainage or other easement whether registered or statutory.

G. Substantial commencement is considered as the commencement of physical works on site for a project. This does not include clearing the site or minor excavations.

H. The Building & Construction Industry Training Fund Act introduced a levy of 0.2% of the estimated value of building or construction work costing more than $50,000. The levy is to be paid into a fund administered by the Tasmanian Building & Construction Industry Training Board (TBCITB). The levy must be paid before Council approval can be given for the building or construction work to commence (building application). If building approval is not required, the levy must be paid before work commences. The levy can be paid at Council (building application) or it can be paid to the TBCITB. The project owner must complete a voucher to account for payment. Vouchers associated with building work (building applications) are available from Council. Vouchers for other payments are available from the TBCITB. Further information can be obtained by telephoning the TBCITB on (03) 6233 7604 or the internet site www.tbcitb.com.au.
1. SUMMARY INFORMATION

Applicant: Design to Live
Project: Proposed two lot subdivision, single dwelling on Lot 1; 4 units on Lot 2 and retrospective site works
Zone: General Residential
Owner: Elks Investments (Tas) Pty Ltd
Use Category: Residential
Development Status: Discretionary
Discretions Invoked:

- 10.4.2 P3 - Reduction in setback from western title boundary of Lot 2 from 4.5m to 2.55m, and the rear boundary from 4.0m to 1.31m;
- 10.4.3 P1 - Reduction in area of private open space from 60m² to 56.6m²;
- 10.4.3 P2 - Reduction in minimum dimension of private open space from 4.0m;
- 10.4.6 P3 - Location of habitable room windows to shared driveway and parking space;
- 10.4.9 P1 - Lots proposed with a long axis orientation not within the range of 30⁰ east of north and 20⁰ west of north;
- 10.4.13 P2 - Proposed internal lot;
- E9.6.1 P1 - Width of vehicular access;
- E10.6.1 P1 - Development within 30m of watercourse

Recommendation: Approval with conditions

2. PROPOSAL

Council is in receipt of an application made under Section 57 of the Land Use Planning and Approvals Act 1993 for a proposed residential development at 13 Bradshaw Street in Latrobe. The proposed development consists of the following components, which are categorised under the following headings:

Subdivision

The subject title (CT 65929/1) comprises a total area 2571m². The subject land is proposed to be subdivided to create two lots. Lot 1 proposes a site area of 664m² in the north-western portion of the site adjacent to Kings Creek and fronting Bradshaw Street. Lot 2 proposes a
total site area of 1968m², with an effective developable area of 1790m² excluding the access strip. Lot 2 is to be an internal lot located to the south-east of proposed Lot 1, and to the east and north of existing residential lots that front Bradshaw and Forth Streets. Kings Creek will form the northern boundary of the proposed lot. An access strip 30.4m in length and 6.0m wide will provide access and frontage to Bradshaw Street. An existing drainage easement favouring Kings Creek is to be retained.

**Single Dwelling on Lot 1**

On the proposed first lot a single dwelling is proposed to be constructed. The single storey dwelling is proposed to be constructed of brick veneer with Colorbond CustomOrb roof cladding. The 177.94m² dwelling is to comprise of three bedrooms, with the master bedroom containing a walk in robe and ensuite bathroom. The dwelling also proposes an enclosed double car garage with laundry enclave and main bedroom, with an open plan kitchen living and dining area on the northern side of the dwelling. The dwelling has a maximum proposed height of 4.75m.

**Multiple Dwellings on Lot 2**

On the second lot four units are proposed to be constructed, and are annotated as being Units 2-5. Units 2 and 3 have a floor area of 147.26m², Unit 4 145.87m², and Unit 5 being 120.29m². Each dwelling comprises of two bedrooms, bathroom, laundry, enclosed single car garage, and an open plan kitchen, dining and living area. Each of the dining rooms open out to an alfresco patio area and private open space. The units are proposed to be constructed of brick veneer with Colorbond CustomOrb roof cladding.

**Vegetation Removal**

Retrospective approval is sought for the removal of vegetation from within 30.0m of Kings Creek. The works to remove the vegetation including a number of established eucalypt trees commenced prior to this development application being submitted to the Council. The works are sought in order to facilitate the proposed development works. A black peppermint eucalypt tree approximately 20.0m tall is proposed to be removed to facilitate the construction of two driveways to service the residential development.

A copy of the proposal plans for the proposed subdivision and dwellings are provided in Figures 1–13 over the page.

### 3. SITE AND LOCALITY

The subject site is located in an established residential area 800m to the north-east of the Latrobe town centre. The area is developed with a mixture of single and multiple dwelling developments, with contemporary developments being associated with more recent multiple dwelling development. The site is located within the northern portion of Bradshaw Street between Hawkins and Forth Streets and located immediately to the south of and adjacent to Kings Creek.

The subject title (CT 65929/1) comprises a total area 2571m². The site is effectively flat up to the northern title boundary, where the land then drops between 2.0 – 3.0m to the creek. The land is not subject to any known land hazards, however flooding data from the June 2016 flood event indicates the site is at the eastern most extent of the high water mark. The subject site is undeveloped and contains one remnant black peppermint eucalypt and other small domestic scale scrubs and weeds. The adjoining land titles to the west and south contain single dwellings and associated outbuildings, while land on the northern side of Kings Creek has been developed with a number of residential units. An aerial view, showing the location of the subject title and those surrounding it, is shown in Figure 14.
Figure 1: Subdivision Plan

Figure 2: Site Plan
Figure 5: Elevations – Dwelling 1
Figure 6: Floor Plan – Dwelling 2

EASTERN ELEVATION

WESTERN ELEVATION
Figure 7: Elevations – Dwelling 2

Figure 8: Floor Plan – Dwelling 3
Figure 9: Elevations – Dwelling 3
Figure 10: Floor Plan – Dwelling 4
Figure 11: Elevations – Dwelling 4
Figure 12: Floor Plan – Dwelling 5

NORTHERN ELEVATION

SOUTHERN ELEVATION
4. PLANNING SCHEME CONSIDERATIONS

The site is located within the General Residential zone under the Latrobe Interim Planning Scheme 2013 as shown in the zoning map in Figure 15.
Figure 15: Zoning Map

**Overlays and Specific Areas**

The site is not affected by any overlays or Specific Areas under the Planning Scheme.

5. **ADVERTISING / CONSULTATION**

The application was advertised on 28 September 2019 and one (1) representation was received. A copy of the representation is attached to this report.

6. **REFERRALS**

The application was referred to TasWater for their review. Pursuant to Section 56P(1) of the *Water and Sewerage Industry Act 2008* TasWater have issued a Submission to Planning Authority Notice with conditions imposed. A copy of the SPAN has been attached, and should a planning permit be approved to be issued, it is proposed that the planning permit be conditioned accordingly.

**INTERNAL REFERRALS**

The application was referred to Council’s Engineering, Environmental Health and Building departments.

**Engineer’s report and recommended conditions.**

Comments:

- Existing vehicular crossing in kerb will require upgrade (widening) to form link to property and new vehicular access to new Lot example shown on site plan.

- Existing private stormwater main within the property is to be used with each new single 100mm connection for each title connected to existing pipe as part of the subdivision.

  The unit development is to use the connection point provided to the existing stormwater main. As there is a large impervious area stormwater detention system is required so as not to exceed the capacity of the existing stormwater pipe.

  Each lot is to have a single 100mm stormwater connection point to the existing stormwater pipe.

**Conditions:**

- **CONSTRUCTION OF WORKS**
The developer is to construct works in accordance with detailed construction plans of all proposed works prepared by suitably qualified persons and complying with current Council standards and approved by the Manager Infrastructure & Assets.

The works are to include:

- **CONSTRUCTED DRIVEWAYS**

  Vehicle crossings from the edge of road seal to the property boundary are to be constructed in conformance with Council Standards and Tasmanian Standard Drawings TSD-R09-v1 for Urban Roads and council standard drawing ENG-1003 LAT-v2. Works include the construction of a new 6m wide vehicle access for the larger title and 3.6m wide vehicle access for the smaller title. Any redundant crossovers are to be removed and the area reinstated.

  Infrastructure & Asset approval and permit is required for anyone working in the road reserve to construct a vehicle crossing, including any other activity, except for reshaping and grassing nature strips.

- **STORMWATER**

  Stormwater discharge and overland flows generated from the development are to be connected to the existing private stormwater main located within the existing drainage easement.

  Works shall include all necessary stormwater drains and pits to:

  a) Provide a DN100 connection to the lowest point on each lot to adequately service the building envelope.

  b) Convey stormwater entering the development site to the council stormwater network.

- **CONNECTIONS TO COUNCIL MAINS**

  Any new connections to Council’s stormwater system is to be approved and undertaken by Council at the developer’s cost, or by council approved plumber or civil contractor. Existing connection to Kings Creek is to be used only.

- **PROTECTION OF PIPELINES**

  The existing underground stormwater main approximately parallel to the rear of 15 Bradshaw Street property boundary is to be accurately located on site prior to the start of construction. All necessary steps are to be taken to protect the stormwater pipes from damage during the construction process, including vehicular access over the pipe(s), or from loads transmitted to the pipe(s) from the proposed construction works or building.

  The buildings external wall and footings must be set clear of the existing stormwater main by a minimum horizontal distance of 1.0m, with the footings extended at least deep enough to impose building loads below a 45o angle from the pipes line of excavation.

- **UNDERGROUND ELECTRICITY AND TELECOMMUNICATIONS**

  The subdivider is to meet all costs involved in providing underground telecommunications and electricity for the subdivision in accordance with TasNetworks requirements.

- **CUT, FILL AND RETAINING STRUCTURES**

  Any areas within the development site subject to cutting or filling are to be detailed on the engineering plans and show the existing natural surface contours, the proposed surface contours, density and material of compaction to be undertaken and any associated works such as the installation of retaining walls, subsoil drainage and railing.
All habitable building floor levels are to be constructed 300mm above the top of bank of Kings Creek allowing for an overland flow path through the development to the street.

A certificate from a registered surveyor will be required certifying that the floor has been constructed at or above the required level.

The building footprint and placement on the site shall take into consideration the general direction of overland flows in the potential localised flood area. Providing adequate provision for any overland flow to pass through the property and around buildings and other structures. The type of fencing, landscaping and other improvements may also have an impact on the overland flows.

For non-habitable building floor levels constructed below the minimum habitable floor level, the applicant will be required to demonstrate that:

a) The new structure will not have an adverse effect upon the existing flow of floodwaters, and

b) All materials used below the Flood Planning Level are flood compatible

• EASEMENTS

A private easement is required over services including stormwater located in private property to benefit the adjoining property.

• FINAL PLAN OF SURVEY

The final plan of survey including easements for all stormwater drainage maintainable by Council will not be sealed until all conditions have been complied with.

• SOIL AND EROSION CONTROL

A management plan detailing how soil and water is to be managed during construction is to be completed and made available upon request. The management plan is to include such things as:

a) Silt fencing and other devices are to be provided, where necessary, to control the loss of silt, gravel, clay and soil from the site;

b) Access roads to the site is to be provided to prevent the trafficking of clay etc. onto the street. Humps are to be provided at any downhill access points to divert internal road drainage and soil etc. to the silt fenced area;

c) Filter screens are to be used at entrances to the existing drainage system to prevent the discharge of gravel, soil and silt etc. to the drainage system, no surface flow is to be directed to Kings Creek;

d) No environmental nuisance or harm, as determined under the Environmental Management and Pollution Control Act 1994 and associated regulations, to be caused by any activity on the site during the construction phase.

• KINGS CREEK EROSION PROTECTION

A rock armour wall or equivalent structure is to be constructed to maintain or better the existing creek capacity and protect the property against potential realignment, erosion or undermining of the creek bank and impacting any vehicular access, buildings work or other infrastructure developed on site.

• SECTION 71 - PART 5 - AGREEMENT

The developer is to enter into a Part 5 Agreement, under Section 71 of the Land Use Planning and Approvals Act 1993, with Council to the effect that:

a) The owners of the land shall indemnify the Council against all actions and costs arising from the proximity of Kings Creek in relation to the development;
b) The owner shall not prefer a claim against Council for the reason of settlement or damage to the building or infrastructure on site adjacent Kings Creek;

c) The property owners (current and future) being made aware of measures put in place by the developer to protect the property from potential realignment, erosion or undermining of the Kings Creek embankments;

d) That property owners (current and future) being made aware of their ownership and responsibility to maintain, and when necessary upgrade the measures put in place to protect the property from potential realignment, erosion or undermining of the Kings Creek embankments; and

e) Such agreement shall be placed on the Certificate of Title in accordance with Section 78 of the Land Use Planning and Approvals Act 1993. All costs associated with the preparation and registration of the agreement must be met by the applicant and must be lodged with council prior to sealing of final plans.

- CARPARKING Unit Development

Areas set aside for driveways and parking vehicles must be:

i. Set out to comply with the requirements of Australian Standard 2890.1-2004 (Parking Facilities, Part 1: Off-street car parking).

ii. Be formed and constructed with compacted sub-base and surfaced with an all-weather dustless surface, such as bitumen, concrete, or brick or permeable paving blocks;

iii. Drained and connected to the private stormwater system

Notes:

- As per referral.

Environmental Health Officer’s report and recommended conditions

Comments: Subdivision located in serviced area with reticulated water and sewerage.

Conditions: Nil.

Building Department’s report and recommended conditions.

Comments: Nil.

Conditions: Nil.

7. SERVICES

The subject title fronts a fully constructed Council maintained road. Connections to TasWater’s reticulated water and sewer mains, Council’s stormwater network, TasNetworks electricity infrastructure and telecommunications infrastructure can be achieved.

8. DEVELOPMENT STANDARDS

The application was received as a Section 57 application under the Land Use Planning and Approvals Act 1993. It is required to be assessed under the Latrobe Interim Planning Scheme 2013.

The Latrobe Interim Planning Scheme 2013

The application will be considered as per the requirements of Clause 8.10, which sets out the matters that Council shall take into consideration when assessing an application. Clause 8.10 reads as follows:

8.10 Determining Applications

8.10.1 In determining an application for any permit the planning authority must, in addition to the matters required by ss51(2) of the Act, take into consideration:

a) all applicable standards and requirements in this planning scheme; and
b) any representations received pursuant to and in conformity with ss57(5) of the Act, but in the case of the exercise of discretion, only insofar as each such matter is relevant to the particular discretion being exercised.

8.10.2 In determining an application for a permit for a discretionary use the planning authority must, in addition to the matters referred to in subclause 8.10.1, have regard to:

a) the purpose of the applicable zone;

b) Any relevant local area objective or desired future character statement for the applicable zone;

c) the purpose of any applicable code; and

d) the purpose of any applicable specific area plan. 

but only insofar as each such purpose, local area objective or desired future character statement is relevant to the particular discretion being exercised.

8.10.3 In determining an application for any permit the planning authority must not take into consideration matters referred to in Clauses 2.0 and 3.0 of the planning scheme.

The subject site is located within the General Residential zone.

The proposal is assessed under the relevant use and development standards for the General Residential zone as follows.

Clause 8.2 of the Planning Scheme requires use or uses of land for which use and development is proposed to be categorised in accordance with the definitions contained in Table 8.2. The proposal has been categorised as Residential.

Under Table 8.2: Use Classes, Residential means:

- use of land for self contained or shared living accommodation.

Under Clause 10.2: Use Table, Residential use has a No Permit Required status in the General Residential zone for single dwelling development, and a Permitted status for a multiple dwelling development provided the proposal meets the Acceptable Solution for all relevant standards.

Clause 8.8(b) of the planning scheme states that an application becomes discretionary if it relies on performance criteria for compliance with any standard.

The proposal invokes discretion by relying on eight Performance Criteria:

- 10.4.2 P3 - Reduction in setback from western title boundary of Lot 2 from 4.5m to 2.55m, and the rear boundary from 4.0m to 1.31m;
- 10.4.3 P1 - Reduction in area of private open space from 60m² to 56.6m²;
- 10.4.3 P2 - Reduction in minimum dimension of private open space from 4.0m;
- 10.4.6 P3 - Location of habitable room windows to shared driveway and parking space;
- 10.4.9 P1 - Lots proposed with a long axis orientation not within the range of 30° east of north and 20° west of north;
- 10.4.13 P2 - Proposed internal lot;
- E9.6.1 P1 - Width of vehicular access; and
- E10.6.1 P1 - Development within 30m of watercourse.

10.0 – GENERAL RESIDENTIAL ZONE

10.4 Development Standards

10.4.1 Residential density for multiple dwellings

Objective:

To provide for suburban densities for multiple dwellings that:

(a) make efficient use of suburban land for housing; and

(b) optimise the use of infrastructure and community services.
A1
Multiple dwellings must have a site area per dwelling of not less than:

(a) 325m²; or

(b) If within a density area specified in Table 10.4.1 below and shown on the planning scheme maps, that specified for the density area.

P1
Multiple dwellings must only have a site area per dwelling that is less than 325m², or that specified for the applicable density area in Table 10.4.1, if the development will not exceed the capacity of infrastructure services and:

(a) is compatible with the density of the surrounding area; or

(b) provides for a significant social or community housing benefit and is in accordance with at least one of the following:

(i) the site is wholly or partially within 400 m walking distance of a public transport stop;

(ii) the site is wholly or partially within 400 m walking distance of a business, commercial, urban mixed use, village or inner residential zone

<table>
<thead>
<tr>
<th>Density Area</th>
<th>Site area per dwelling (m²)</th>
</tr>
</thead>
<tbody>
<tr>
<td>This clause does not apply</td>
<td></td>
</tr>
</tbody>
</table>

A1: Complies. The site currently has an area totalling 2632m². The land is to be subdivided into two lots, with the second lot comprising an area of 1790m², excluding the access strip. Four units are proposed on this second lot, which equates to a site area per dwelling of 447.5m², which is more than the minimum of 325m².

10.4.2 Setbacks and building envelope for all dwellings

Objective:
To control the siting and scale of dwellings to:

(a) provide reasonably consistent separation between dwellings on adjacent sites and a dwelling and its frontage; and

(b) assist in the attenuation of traffic noise or any other detrimental impacts from roads with high traffic volumes; and

(c) provide consistency in the apparent scale, bulk, massing and proportion of dwellings; and

(d) provide separation between dwellings on adjacent sites to provide reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space.
<table>
<thead>
<tr>
<th>A1</th>
<th>P1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unless within a building area, a dwelling, excluding protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m into the frontage setback, must have a setback from a frontage that is:</td>
<td>A dwelling must:</td>
</tr>
<tr>
<td>(a) if the frontage is a primary frontage, at least 4.5m, or, if the setback from the primary frontage is less than 4.5m, not less than the setback from the primary frontage, of any existing dwelling on the site; or</td>
<td>(a) have a setback from a frontage that is compatible with the existing dwellings in the street, taking into account any topographical constraints; and</td>
</tr>
<tr>
<td>(b) if the frontage is not a primary frontage, at least 3m, or, if the setback from the frontage is less than 3m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site; or</td>
<td>(b) if abutting a road identified in Table 10.4.2, include additional design elements that assist in attenuating traffic noise or any other detrimental impacts associated with proximity to the road.</td>
</tr>
<tr>
<td>(c) if for a vacant site with existing dwellings on adjoining sites on the same street, not more than the greater, or less that the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or</td>
<td></td>
</tr>
<tr>
<td>(d) if the development is on land that abuts a road specified in Table 10.4.2, at least that specified for the road.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>A2</th>
<th>P2</th>
</tr>
</thead>
<tbody>
<tr>
<td>A garage or carport must have a setback from a primary frontage of at least:</td>
<td>A garage or carport must have a setback from a primary frontage that is compatible with the existing garages or carports in the street, taking into account any topographical constraints.</td>
</tr>
<tr>
<td>(a) 5.5m, or alternatively 1m behind the façade of the dwelling; or</td>
<td></td>
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<tr>
<td>(b) The same as the dwelling façade, if a portion of the dwelling gross floor area is located above the garage or carport; or</td>
<td></td>
</tr>
<tr>
<td>(c) 1m, if the natural ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10m from the frontage</td>
<td></td>
</tr>
</tbody>
</table>
A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m horizontally beyond the building envelope, must:

(a) be contained within a building envelope (refer to Diagrams 10.4.2A, 10.4.2B, 10.4.2C and 10.4.2D) determined by:

(i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a lot, a distance of 4.5m from the rear boundary of a lot with an adjoining frontage; and

(ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above natural ground level at the side boundaries and a distance of 4m from the rear boundary to a building height of not more than 8.5m above natural ground level; and

(b) only have a setback within 1.5m of a side boundary if the dwelling:

(i) does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining lot; or

(ii) does not exceed a total length of 9m or one-third the length of the side boundary (whichever is the lesser).

The siting and scale of a dwelling must:

(a) not cause unreasonable loss of amenity by:

(i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot; or

(ii) overshadowing the private open space of a dwelling on an adjoining lot; or

(iii) overshadowing of an adjoining vacant lot; or

(iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and

(b) provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area.

<table>
<thead>
<tr>
<th>Road</th>
<th>Setback (m)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bass Highway</td>
<td>50m</td>
</tr>
</tbody>
</table>

A1: Complies. The proposed single dwelling is to be setback 4.5m from the Bradshaw Street frontage. Frontage considerations for Lot 2 being an internal lot is considered under Standard A3.

A2: Complies. The proposed single dwelling on Lot 1 is to be setback 6.0m from the frontage. The garages for the proposed multiple dwellings on Lot 2 comply given that the site is an internal lot.

A3: Does not comply. Proposed dwellings 2 and 5 and Lot 2 will protrude beyond the permitted building envelope. The applicant seeks a reduction in the permitted setback from the rear boundary of a lot with an adjoining frontage from 4.5m to 2.55m from the western
title boundary, and a reduction in the permitted rear setback of 4m to 1.31m from the eastern title boundary. Further assessment against the performance criteria is required.

**P3:** Council has discretion to consider a reduction in the permitted setback for a building provided it can be demonstrated that the siting and scale of the building:

a) *does not cause unreasonable loss of amenity by:*

i. reduction in sunlight to a habitable room of a dwelling on an adjoining lot;

ii. overshadowing the private open space of a dwelling on an adjoining lot;

iii. overshadowing of an adjoining vacant lot; or

iv. visual impact caused by apparent scale and bulk on an adjoining lot; and

b) *provides separation between dwellings on adjoining lots that is compatible with the surrounding area.*

Dwellings located to the west and south of Unit 2 and 5 are of sufficient distance away from the proposed development that existing habitable rooms in these neighbouring dwellings will not be impacted by shadow and there will be no reduction in sunlight to these rooms.

The adjoining lots to the west and south contain single dwellings. Dwellings 2 and 5 will overshadow parts of the private open space of the adjoining residences. There is reasonable opportunity for the private open space area to the west of Dwelling 2 to receive daylight and sunlight from late morning through and into the afternoon. Private open space of the neighbouring dwelling to the south will not be impacted due to an existing outbuilding being located between Dwelling 2 and the private open space. Dwelling 2 will not unreasonably overshadow the private open space on the adjoining lots to the west and south.

There is reasonable opportunity for the private open space area to the east of Dwelling 5 to receive daylight and sunlight, with the site only being affected by shadow cast by the development in the mid-late afternoon. Private open space of the neighbouring dwelling to the south will receive some overshadowing at various points throughout the day, however at no point will the shadowing cover an area of private open space in shadow for the entire day, excepting shadow already cast from fences and existing structures. Dwelling 5 will not unreasonably overshadow the private open space on the adjoining lots to the east and south.

Shadow calculations conducted by the assessing planner have been prepared and are shown demonstrating shadow lengths cast on June 21 in Figure 16. On this date the sun is at its lowest point and demonstrates the maximum shade that can be cast, i.e. the worst-case scenario.

There are currently no vacant lots adjoining the subject site.

The wall of the proposed dwellings adjacent to adjoining properties has a wall height of 2.57m. The building wall height is consistent with the bulk and scale of adjacent dwellings and is typical of single storey dwelling development in the area. The visual impact is therefore deemed to be reasonable and consistent with the scale of development in the area.

The residential development proposes setback distances that are consistent and compatible with existing residential development on adjoining properties and in the area. The 1.3-1.5m setback distance is compatible with the distances between existing buildings in the area, which varies from approximately 1.0m to 8.0m.

The proposal satisfies Performance Criteria P3 for this Standard.
10.4.3 Site coverage and private open space for all dwellings

**Objective:**

To provide:

(a) for outdoor recreation and the operational needs of the residents; and
(b) opportunities for the planting of gardens and landscaping; and
(c) private open space that is integrated with the living areas of the dwelling; and
(d) private open space that has access to sunlight.

<table>
<thead>
<tr>
<th>Acceptable Solutions</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A1</strong></td>
<td><strong>P1</strong></td>
</tr>
<tr>
<td>Dwellings must have:</td>
<td>Dwellings must have:</td>
</tr>
<tr>
<td>(a) a site coverage of not more than 50% (excluding eaves up to 0.6m); and</td>
<td>(a) private open space that is of a size and dimensions that are appropriate for the size of the dwelling and is able to accommodate:</td>
</tr>
<tr>
<td>(b) for multiple dwellings, a total area of private open space of not less than 60m2 associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and</td>
<td>(i) outdoor recreational space consistent with the projected requirements of the occupants and, for multiple dwellings, take into account any communal open space provided for this purpose within the development; and</td>
</tr>
<tr>
<td>(c) a site area of which at least 25% of the site area is free from impervious surfaces.</td>
<td>(ii) operational needs, such as clothes drying and storage; and</td>
</tr>
</tbody>
</table>

| **A2**               | **P2**               |
| A dwelling must have an area of private open space that: | A dwelling must have private open space that: |
| (a) is in one location and is at least: | (a) includes an area that is capable of serving as an extension of the dwelling for outdoor relaxation, dining, entertaining and children’s play and that is: |
| (i) 24 m2; or | (i) conveniently located in relation to a living area of the dwelling; and |
| (ii) 12 m2, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and | (ii) orientated to take advantage of sunlight. |
| (b) has a minimum horizontal dimension of: | |
| (i) 4m; or | |
| (ii) 2m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer); and |
(c) is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and
(d) is not located to the south, south-east or south-west of the dwelling, unless the area receives at least 3 hours of sunlight to 50% of the area between 9.00am and 3.00pm on the 21st June; and
(e) is located between the dwelling and the frontage only if the frontage is orientated between 30 degrees west of north and 30 degrees east of north, excluding any dwelling located behind another on the same site; and
(f) has a gradient not steeper than 1 in 10; and
(g) is not used for vehicle access or parking.

A1: Does not comply. Although the proposal is largely compliant with the acceptable solution, Unit 5 on proposed Lot 2 has a total area of private open space of 56.6m², which is less than the 60m² stipulated in the acceptable solution. Further assessment against the performance criteria is required.

P1: Council has discretion to consider a variation to the minimum area of private open space provided that it can be demonstrated that the private open space:

   a) is of a size and dimensions that are appropriate for the size of the dwelling and is able to accommodate space for outdoor recreation and operational needs; and
   b) has reasonable space for the planting of gardens and landscaping

The private open space for Dwelling 1 is generous in size and dimension given the larger lot area, and provides ample space for outdoor recreation, clothes drying, and landscaping. Multiple dwellings 2-5 have private open space that is sufficient for the likely requirements of occupants, with an area of private open space that is capable of containing an outdoor entertaining area, clothes drying facilities, and small domestic scaled landscaping. Although there is no communal private open space proposed for this development, it is noted that St Georges Park is located within walking distance 100m south of the subject site. The proposed single dwelling has a floor area of 177.94m², equating to a total site coverage 26.7%. Lot 2 has a proposed site area of 1968m², and the four proposed dwellings have a combined floor area of 560.68m², equating to a total site coverage of 28.4%. Proposed buildings and sealed areas comprise a total impervious area of 1442m², which equates to 44% of the site being free from impervious surfaces.

The proposed residential development demonstrates that the private open space proposed for each dwelling is appropriate and functional, and that there is adequate area on the site for the provision of landscaping. The proposal satisfies the performance criteria P1.

A2: Does not comply. Proposed dwellings 1-4 all have compliant private open space, however Unit 5’s dedicated area of private open space has a minimum horizontal dimension of less than 4.0m. Further assessment against the performance criteria is required.

P2: Council has discretion to consider a variation to the minimum dimension provided for the private open space of a dwelling provided that it can be demonstrated that the private open space is capable of serving as an extension of the dwelling for outdoor relaxation, dining, entertaining and children’s play and is:

   a) conveniently located in relation to a living area of the dwelling; and
   b) orientated to take advantage of sunlight.
The private open space for Dwelling 1 is generous in size and dimension given the larger lot area, and provides ample space for outdoor recreation, clothes drying, and landscaping. Multiple dwellings 2-5 have private open space that is sufficient for the likely requirements of occupants, with an area of private open space that is capable of containing an outdoor entertaining area, clothes drying facilities, and small domestic scaled landscaping. Although there is no communal private open space proposed for this development, it is noted that St Georges Park is located within walking distance 100m south of the subject site. Each of the proposed private open space areas for each dwelling have a northerly orientation and are accessed directly from the living area of the dwelling.

The proposed residential development demonstrates that the private open space proposed for each dwelling is appropriate and functional, and is orientated to take advantage of sunlight. The proposal satisfies the performance criteria P2.

### 10.4.4 Sunlight and overshadowing for all dwellings

<table>
<thead>
<tr>
<th>Objective:</th>
</tr>
</thead>
<tbody>
<tr>
<td>To provide:</td>
</tr>
<tr>
<td>(a) the opportunity for sunlight to enter habitable rooms (other than bedrooms) of dwellings; and</td>
</tr>
<tr>
<td>(b) separation between dwellings on the same site to provide reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Acceptable Solutions</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A1</strong></td>
<td><strong>P1</strong></td>
</tr>
<tr>
<td>A dwelling must have at least one habitable room (other than a bedroom) in which there is a window that faces between 30 degrees west of north and 30 degrees east of north (See Diagram 10.4.4A)</td>
<td>A dwelling must be sited and designed so as to allow sunlight to enter at least one habitable room (other than a bedroom).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>A2</strong></th>
<th><strong>P2</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>A multiple dwelling that is to the north of a window of a habitable room (other than a bedroom) of another dwelling on the same site, which window faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A), must be in accordance with (a) or (b), unless excluded by (c):</td>
<td>A multiple dwelling must be designed and sited to not cause unreasonable loss of amenity by overshadowing a window of a habitable room (other than a bedroom), of another dwelling on the same site, that faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A).</td>
</tr>
</tbody>
</table>

(a) the multiple dwelling is contained within a line projecting (see Diagram 10.4.4B):

(i) at a distance of 3m from the window; and

(ii) vertically to a height of 3m above natural ground level and then at an angle of 45 degrees from the horizontal.

(b) The multiple dwelling does not cause the habitable room to receive less than 3 hours of sunlight between 9.00am and 3.00pm on 21st June.

(c) That part, of a multiple dwelling, consisting of:

(i) an outbuilding with a building height no more than 2.4m; or

(ii) protrusions (such as eaves, steps, and awnings) that extend no more than
A3

A multiple dwelling, that is to the north of the private open space, of another dwelling on the same site, required in accordance with A2 or P2 of subclause 10.4.3, must be in accordance with (a) or (b), unless excluded by (c):

(a) The multiple dwelling is contained within a line projecting (See Diagram 10.4.4C):
   (i) at a distance of 3m from the northern edge of the private open space; and
   (ii) vertically to a height of 3m above natural ground level and then at an angle of 45 degrees from the horizontal.

(b) The multiple dwelling does not cause 50% of the private open space to receive less than 3 hours of sunlight between 9.00am and 3.00pm on 21st June.

(c) That part, of a multiple dwelling, consisting of:
   (i) an outbuilding with a building height no more than 2.4m; or
   (ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6m horizontally from the multiple dwelling

P3

A multiple dwelling must be designed and sited to not cause unreasonable loss of amenity by overshadowing the private open space, of another dwelling on the same site, required in accordance with A2 or P2 of subclause 10.4.3.

A1: Complies. All dwellings proposed have living areas with at least window facing north.

A2: Complies. None of the proposed dwellings are located to the north of another’s habitable room.

A3: Complies. None of the proposed dwellings are located to the north of another’s private open space.

10.4.5 Width of openings for garages and carports for all dwellings

<table>
<thead>
<tr>
<th>Objective:</th>
</tr>
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<tbody>
<tr>
<td>To reduce the potential for garage or carport openings to dominate the primary frontage.</td>
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</table>

<table>
<thead>
<tr>
<th>Acceptable Solutions</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1 A garage or carport within 12m of a primary frontage (whether the garage or carport is free-standing or part of the dwelling) must have a total width of openings facing the primary frontage of not more than 6m or half the width of the frontage (whichever is the lesser)</td>
<td>P1 A garage or carport must be designed to minimise the width of its openings that are visible from the street, so as to reduce the potential for the openings of a garage or carport to dominate the primary frontage.</td>
</tr>
</tbody>
</table>

A1: Complies. The garage of the single dwelling on proposed Lot 1 is within 12.0m of the frontage. The garage has a total opening width of 4.75m.

10.4.6 Privacy for all dwellings
<table>
<thead>
<tr>
<th>Objective:</th>
<th>To provide reasonable opportunity for privacy for dwellings.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Acceptable Solutions</strong></td>
<td><strong>Performance Criteria</strong></td>
</tr>
<tr>
<td><strong>A1</strong></td>
<td><strong>P1</strong></td>
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<td><strong>A2</strong></td>
<td><strong>P2</strong></td>
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of at least 1.7m above the floor level; or
(iii) Is to have a permanently fixed external screen for the full length of the window or glazed door, to a height of at least 1.7m above floor level, with a uniform transparency of not more than 25%.

<table>
<thead>
<tr>
<th>A3</th>
<th>P3</th>
</tr>
</thead>
</table>
| A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of at least:

(a) 2.5m; or
(b) 1m if:
   (i) It is separated by a screen of at least 1.7m in height; or
   (ii) The window, or glazed door, to a habitable room has a sill height of at least 1.7m above the shared driveway or parking space, or has fixed obscure glazing extending to a height of at least 1.7m above the floor level. | A shared driveway or parking space (excluding a parking space allocated to that dwelling), must be screened, or otherwise located or designed, to minimise detrimental impacts of vehicle noise or vehicle light intrusion to a habitable room of a multiple dwelling. |

A1: Complies. No balcony, deck, roof terrace, parking space, or carport is proposed with a finished floor level greater than 1.0m above the natural ground level.

A2: Complies. No habitable room windows are proposed with a finished floor level greater than 1.0m above the natural ground level.

A3: Does not comply. Habitable room windows for dwellings 3 and 4 are located 0.8m and 1.7m from the edge of the neighbouring parking space and shared driveway respectively. A minimum distance of 2.0m or 1.0m if screened is required. Further assessment is required against the performance criteria.

P3: Council has discretion to consider a variation to this standard, provided that it can be demonstrated that a shared driveway or parking space is screened, located or designed, to minimise detrimental impacts of vehicle noise or vehicle light intrusion to a habitable room of a multiple dwelling. A habitable room window for Dwelling 3 is located 800m horizontally from the edge of the parking space allocated to Dwelling 4. Dwelling 4 has a habitable room window proposed to be located 1.7m from the edge of the shared driveway. The proposed orientation and location of the driveway and parking space will equate to only occasional vehicle headlight intrusion from maneuvering vehicles. It is proposed that the following condition be included on any permit issued, requiring an amended plan demonstrating the installation of a screen as marked by the assessing planner on the site plan:

Prior to the commencement of any work and use, amended plans must be submitted to show:
- Installation of a screen 1.7m in height as annotated in blue on the site plan.
  Once approved, these amended plans will be endorsed and will then form part of the Permit and shall supersede the original endorsed plans.

In this manner, the proposed development will satisfy performance criteria P3.

10.4.7 Frontage fences for all dwellings

Objective:
To control the height and transparency of frontage fences to:

(a) Provide adequate privacy and security for residents; and
(b) Allow the potential for mutual passive surveillance between the road and the dwelling; and
(c) Provide reasonably consistent height and transparency

<table>
<thead>
<tr>
<th>Acceptable Solutions</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>P1</td>
</tr>
<tr>
<td>A fence (including a free-standing wall) within 4.5m of a frontage must have a height above natural ground level of not more than:</td>
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<tr>
<td>(a) 1.2m if the fence is solid; or</td>
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</table>
| (b) 1.8m if any part of the fence that is within 4.5m of a primary frontage has openings above a height of 1.2m which provide a uniform transparency of not less than 30% (excluding any posts or uprights) | A fence (including a free-standing wall) within 4.5m of a frontage must:
(a) Provide for the security and privacy of residents, while allowing for mutual passive surveillance between the road and the dwelling; and
(b) Be compatible with the height and transparency of fences in the street, taking into account the:
(i) Topography of the site; and
(ii) Traffic volumes on the adjoining road. |

**A1: Complies by condition.** The submitted plans do not propose any fences within 4.5m of the frontage. Given the existing height and transparency of fences in the street, it is proposed that the following condition be included on any permit issued to ensure any future fences are consistent with the streetscape comply with the provisions of the planning scheme:

Any fence or free-standing wall within 4.5m of a frontage must have a height of not more than:

(a) 1.2m if the fence is solid; or
(b) 1.8m if the fence has openings above a height of 1.2m which provide a uniform transparency of not less than 30% (excluding any posts or uprights).

**10.4.8 Waste storage for multiple dwellings**

**Objective:**
To provide for the storage of waste and recycling bins for multiple dwellings.

<table>
<thead>
<tr>
<th>Acceptable Solutions</th>
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<tbody>
<tr>
<td>A1</td>
<td>P1</td>
</tr>
<tr>
<td>A multiple dwelling must have a storage area, for waste and recycling bins, that is an area of at least 1.5m² per dwelling and is within one of the following locations:</td>
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<tr>
<td>(a) In an area for the exclusive use of each dwelling, excluding the area in front of the dwelling; or</td>
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<tr>
<td>(b) In a communal storage area with an impervious surface that:</td>
<td></td>
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<tr>
<td>(i) Has a setback of at least 4.5m from a frontage; and</td>
<td></td>
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<tr>
<td>(ii) Is at least 5.5m from any dwelling; and</td>
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</tbody>
</table>
| (iii) Is screened from the frontage and any dwelling by a wall to a height of at least 1.2m above the finished surface level of the storage area. | A multiple dwelling development must provide storage, for waste and recycling bins, that is:
(a) Capable of storing the number of bins required for the site; and
(b) Screened from the frontage and dwellings; and
(c) If the storage area is a communal storage area, separated from dwellings on the site to minimise impacts caused by odours and noise. |
A1: Complies with (a). All residential units have a dedicated location away from the frontage for storage of waste and recycling bins.

### 10.4.9 Suitability of a site or lot for use or development

**Objective:**
The minimum properties of a site and of each lot on a plan of subdivision are to –
- (a) Provide a suitable development area for the intended use;
- (b) Provide access from a road; and
- (c) Make adequate provision for connection to a water supply and for the drainage of sewage and stormwater

<table>
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<tr>
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<tbody>
<tr>
<td><strong>A1</strong></td>
<td><strong>P1</strong></td>
</tr>
<tr>
<td>A site or each lot on a plan of subdivision must –</td>
<td>A site or each lot on a plan of subdivision must –</td>
</tr>
<tr>
<td>(a) Have an area of not less than 330m² excluding any access strip; and</td>
<td>(a) Be of sufficient area for the intended use or development without likely constraint or interference for –</td>
</tr>
<tr>
<td>(b) If intended for a building, contain a building area of not less than 10.0m x 15.0m</td>
<td>(i) Erection of a building if required by the intended use;</td>
</tr>
<tr>
<td>(i) Clear of any applicable setback from a frontage, side or rear boundary;</td>
<td>(ii) Access to the site;</td>
</tr>
<tr>
<td>(ii) Clear of any applicable setback from a zone boundary;</td>
<td>(iii) Use or development of adjacent land;</td>
</tr>
<tr>
<td>(iii) Clear of any registered easement;</td>
<td>(iv) A utility; and</td>
</tr>
<tr>
<td>(iv) Clear of any registered right of way benefiting other land;</td>
<td>(v) Any easement or lawful entitlement for access to other land; and</td>
</tr>
<tr>
<td>(v) Clear of any restriction imposed by a utility;</td>
<td>(b) If a new residential lot, be orientated to maximise opportunity for solar access to a building area</td>
</tr>
<tr>
<td>(vi) Not including an access strip;</td>
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<tr>
<td>(vii) Accessible from a frontage or access strip; and</td>
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</tr>
<tr>
<td>(viii) If a new residential lot, with a long axis within the range 30° east of north and 20° west of north</td>
<td></td>
</tr>
</tbody>
</table>

| **A2** | **P2** |
| A site or each lot on a subdivision plan must have a separate access from a road – | (a) A site must have a reasonable and secure access from a road provided – |
| (a) Across a frontage over which no other land has a right of access; and | i. Across a frontage; or |
| (b) If an internal lot, by an access strip connecting to a frontage over land not required as the means of access to any other land; or | ii. By an access strip connecting to a frontage, if for an internal lot; or |
| (c) By a right of way connecting to a road – | iii. By a right of way connecting to a road over land not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and |
| – | iv. The dimensions of the frontage and any access strip or right of way must be adequate for the type and volume of traffic likely to be generated by – |
| i. Over land not required as the means of access to any other land; and | a. The intended use; and |
| ii. Not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and | b. The existing or potential use of any other land which requires use of the |
With a width of frontage and any access strip or right of way of not less than –

I. 3.6m for a single dwelling development; or
II. 6.0m for multiple dwelling development or development for a non-residential use; and

The relevant road authority in accordance with the Local Government (Highways) Act 1982 or the Roads and Jetties Act 1935 must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a proposed subdivision plan.

(b) It must be unnecessary for the development to require access to the site or to a lot on a subdivision plan.

| A3 | A site or each lot on a plan of subdivision must be capable of connecting to a water supply provided in accordance with the Water and Sewerage Industry Act 2008 |
| P3 | It must be unnecessary to require a water supply. |

| A4 | A site or each lot on a plan of subdivision must be capable of draining and disposing of sewage and waste water to a sewage system provided in accordance with the Water and Sewerage Industry Act 2008 |
| P4 | It must be unnecessary to require the drainage and disposal of sewage or waste water. |

| A5 | A site or each lot on a plan of subdivision must be capable of draining and disposing of stormwater to a stormwater system provided in accordance with the Urban Drainage Act 2013. |
| P5 | It must be unnecessary to require the drainage of stormwater. |

A1: Does not comply. Although both lots have sufficient site area and provision for building, both lots are orientated with the long axis being orientated east-west. As the new lots do not propose a long axis within the range 30° east of north and 20° west of north, further assessment is required against the performance criteria.

P1: Council has discretion to consider a proposed plan of subdivision, provided that the proposed lots are:

a) of sufficient area for the intended use or development without likely constraint or interference; and

b) orientated to maximise opportunity for solar access to a building area.

Both proposed lots 1 and 2 comply with part a) in that the site areas proposed are sufficient in area to accommodate the proposed single and multiple dwelling developments. In relation to b), the proposed site area for both lots provide sufficient area for the construction of dwellings, which are orientated to facilitate solar access to the habitable rooms and private open space of each dwelling. The proposed lots provide a sufficient and suitable development area for residential use and development, with sufficient area for solar access. The proposal complies with the performance criteria.

A2: Complies. Lot 1 has dedicated frontage to Bradshaw Street. Lot 2 being an internal lot, proposes access via an access strip over which no other land is to have access. The
access strip has a minimum width of 6.0m to service the proposed multiple dwelling development. The application has also been referred to Council’s Engineering department who are satisfied that adequate arrangements can be made to provide vehicular access between the carriageway of Bradshaw Street and the lots.

**A3 and A4: Complies by condition.** The subject title has the ability to connect to TasWater’s reticulated water and sewer services. Pursuant to Section 56P(1) of the Water and Sewerage Industry Act 2008 TasWater have issued a Submission to Planning Authority Notice with conditions imposed. A copy of the SPAN has been attached, and should a planning permit be approved to be issued, it is proposed that the following condition be included:

The developer shall comply with the conditions, which TasWater has required the planning authority to include in the permit in accordance with Section 56P(1) of the Water and Sewerage Industry Act 2008. These conditions are specified in TasWater’s submission to Council, Reference, TWDA 2019/01399-LC, a copy of which is attached and endorsed to be a document forming part of this permit.

**A5: Complies by conditions.** The subject title has the ability to connect to Council’s stormwater management system. Council’s engineer requires the following conditions to be included on any permit issued, which are listed in detail within the Referrals section.

The proposal complies with A5 for this Standard.

### 10.4.10 Dwelling density for single dwelling development

<table>
<thead>
<tr>
<th>Objective:</th>
<th>Residential dwelling density R2 is to –</th>
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<tbody>
<tr>
<td>(a)</td>
<td>make efficient use of suburban land for housing;</td>
</tr>
<tr>
<td>(b)</td>
<td>optimise utilities and community services; and</td>
</tr>
<tr>
<td>(c)</td>
<td>be not less than 12 and not more than 30 dwellings per hectare</td>
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</tbody>
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<tr>
<th>Acceptable Solutions</th>
<th>Performance Criteria</th>
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<tbody>
<tr>
<td><strong>A1</strong></td>
<td><strong>P1</strong></td>
</tr>
<tr>
<td>(a) The site area per dwelling for single dwelling must – (i) Be not less than 325 m²</td>
<td>Dwelling density for a single dwelling must be on a site constrained for residential development at suburban densities as a result of – (a) size and shape of the site; (b) physical and topographic conditions; (c) capacity of available and planned utilities; (d) arrangements for vehicular or pedestrian access; (e) unacceptable level of risk from exposure to a natural hazard listed in a Code that is part of this planning scheme; (f) contamination; (g) any requirement of a conservation or urban design outcome detailed in a provision in this planning scheme; (h) a utility; or (i) any lawful and binding requirement – a. the State or a council or by an entity owned or regulated by the State or a council to acquire or occupy part of the site; or b. an interest protected at law by an easement or other regulation.</td>
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</table>

**A1: Complies.** The single dwelling proposed for Lot 1 is to have a site area of 664 m².
10.4.13 Subdivision

**Objective:**

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

<table>
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<tr>
<th>Acceptable Solutions</th>
<th>Performance Criteria</th>
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<tbody>
<tr>
<td>A1</td>
<td>P1</td>
</tr>
<tr>
<td>Each new lot on a plan of subdivision must be -</td>
<td>Each new lot on a plan of subdivision must be -</td>
</tr>
<tr>
<td>a) intended for residential use;</td>
<td>a) for a purpose permissible in the zone</td>
</tr>
<tr>
<td>b) a lot required for public use by the State government, a Council, a Statutory authority or a corporation all the shares of which are held by or on behalf of the State, a Council or by a statutory authority; or</td>
<td></td>
</tr>
</tbody>
</table>

| A2                   | P2                   |
| A lot, other than a lot to which A1(b) applies, must not be an internal lot | (a) An internal lot on a plan of subdivision must be - |
|                      | (i) Reasonably required for the efficient use of land as a result of a restriction on the layout of lots imposed by – |
|                      | a. Slope, shape, orientation and topography of land; |
|                      | b. An established pattern of lots and development; |
|                      | c. Connection to the road network; |
|                      | d. Connection to available or planned utilities; |
|                      | e. A requirement to protect ecological, scientific, historic, cultural or aesthetic values, including vegetation or a water course; or |
|                      | f. Exposure to an unacceptable level of risk from a natural hazard; and |
|                      | (ii) Without likely impact on the amenity of adjacent land |

**A1: Complies.** Both lots are proposed to be developed for residential use.

**A2: Does not comply.** Proposed Lot 2 is to be located behind Lot 1 and accessed via an access strip. As the lot is to be located internally, further assessment against the performance criteria is required.

**P2:** Council has discretion to consider an internal lot proposed as part of a plan of subdivision provided that it can be demonstrated that the proposal is:

(i) reasonably required for the efficient use of land as a result of a restriction on the layout of lots, and  
(ii) without likely impact on the amenity of adjacent land.

The subject site is 98.0m in length from Bradshaw Street, extending behind and to the north of residential lots fronting Forth Street to the south. The site is also constrained by the location of Kings Creek which forms the northern boundary of the site. The residential subdivision and dwelling development proposes to efficiently utilise the land area available for the provision of residential use and development. The development has demonstrated through this application that there will not be any unreasonable loss of amenity to adjacent land uses. The proposed development is consistent with the purposes of the General Residential zone and thus complies with this standard.
### 10.4.14 Reticulation of an electricity supply to new lots on a plan of subdivision

**Objective:**

Distribution and connection of reticulated electricity supply to new lots on a plan of subdivision is to be without visual intrusion on the streetscape or landscape qualities of the residential area.

<table>
<thead>
<tr>
<th>Acceptable Solutions</th>
<th>Performance Criteria</th>
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<tbody>
<tr>
<td>A1</td>
<td>P1</td>
</tr>
<tr>
<td>Electricity reticulation and site connections must be installed underground</td>
<td>It must be impractical, unreasonable, or unnecessary to install electricity reticulation and site connections underground</td>
</tr>
</tbody>
</table>

**A1: Complies by condition.** The proposed condition is recommended to be placed on any permit issued to ensure that the proposed electricity connections are not visually intrusive, and in this manner the proposal will satisfy this standard:

*Electricity site connections must be provided underground.*

### E9.0 - TRAFFIC GENERATING AND PARKING CODE

#### E9.5.1 Provision for parking

**Objective:**

 Provision is to be made for convenient, accessible, and usable vehicle parking to satisfy requirements for use or development without impact for use or development of other land or for the safety and operation of any road.

<table>
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<tr>
<th>Acceptable Solutions</th>
<th>Performance Criteria</th>
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<tbody>
<tr>
<td>A1</td>
<td>P1</td>
</tr>
<tr>
<td>Provision for parking must be -</td>
<td>(a) It must be unnecessary or unreasonable to require arrangements for the provision of vehicle parking; or</td>
</tr>
<tr>
<td>(a) the minimum number of on-site vehicle parking spaces must be in accordance with the applicable standard for the use class as shown in the Table to this Code;</td>
<td>(b) Adequate and appropriate provision must be made for vehicle parking to meet -</td>
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<tr>
<td></td>
<td>(i) anticipated requirement for the type, scale, and intensity of the use;</td>
</tr>
<tr>
<td></td>
<td>(ii) likely needs and requirements of site users; and</td>
</tr>
<tr>
<td></td>
<td>(iii) likely type, number, frequency, and duration of vehicle parking demand</td>
</tr>
</tbody>
</table>

**A1: Complies.** Table E9.5 requires two parking spaces to be provided for the dwelling. For the unit development, a minimum of two individually accessible parking spaces per unit are required, plus two visitor parking spaces, equating to a total number of parking spaces for the whole development of 12 parking spaces. The parking spaces provided satisfy the minimum on-site vehicle parking requirements as specified in this Code.

#### E9.6.1 Design of vehicle parking and loading areas

**Objective:**

Vehicle circulation, loading, and parking areas—

(a) protect the efficient operation and safety of the road from which access is provided;
(b) promote efficiency, convenience, safety, and security for vehicles and users; and
(c) provide an appropriate layout and adequate dimension to accommodate passenger or freight vehicle as

<table>
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<tr>
<th>Acceptable Solutions</th>
<th>Performance Criteria</th>
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</table>
All development must provide for the collection, drainage and disposal of stormwater; and

Other than for development for a single dwelling in the General Residential, Low Density Residential, Urban Mixed Use and Village zones, the layout of vehicle parking area, loading area, circulation aisle and manoeuvring area must –

b) Be in accordance with AS/NZS2890.2 (2002) Parking Facilities - Off Street Commercial Vehicles;
c) Be in accordance with AS/NZS 2890.3 1993) Parking Facilities – Bicycle Parking Facilities;
d) Be in accordance with AS/NZS 2890.6 Parking Facilities - Off Street Parking for People with Disabilities;
e) Each parking space must be separately accessed from the internal circulation aisle within the site;
f) Provide for the forward movement and passing of all vehicles within the site other than if entering or leaving a loading or parking space; and

g) Be formed and constructed with compacted sub-base and an all-weather surface.

The design and construction of an access strip and vehicle circulation, movement and standing areas for use or development on land within the Rural Living, Environmental Living, Open Space, Rural Resource, or Environmental Management zones must be in accordance with the principles and requirements for in the current edition of Unsealed Roads Manual – Guideline for Good Practice

The layout and construction of a vehicle parking area, loading area, circulation aisle, and manoeuvring area must be adequate and appropriate for –

a) the nature and intensity of the use;
b) effect of size, slope and other physical characteristics and conditions of the site;
c) likely volume, type, and frequency of vehicles accessing the site;
d) likely demand and turnover for parking;
e) delivery and collection vehicles;
f) familiarity of users with the vehicle loading and vehicle parking area;
g) convenience and safety of access to the site from a road;
h) safety and convenience of internal vehicle and pedestrian movement;
i) safety and security of site users; and
j) the collection, drainage, and disposal of stor[mwater.]
9.5m in width at the other provide opportunity for motorists to stop to allow any larger vehicle to pass through if required.

The layout and construction of a vehicle parking, circulation and manoeuvring has been determined to be adequate and appropriate given the intended number of dwellings proposed, and Council’s Engineering department have recommended a number of conditions to be included to ensure compliance with the Planning Scheme provisions and the Australian Standards. A full list of the conditions has been provided under the Referrals section as well as under the Recommendation. In this manner, the proposed development satisfies the standard.

**A2:** This standard is not applicable as the subject site is not located within the Rural Living, Environmental Living, Open Space, Rural Resource, or Environmental Management zones.

### E10 - WATER AND WATERWAYS CODE

#### E10.6.1 Development in proximity to a water body, watercourse or wetland

<table>
<thead>
<tr>
<th>Objective:</th>
<th>Development within 30m of or located in, over, on or under a water body, water course or wetland is to have minimum impact on –</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(a) the ecological, economic, recreational, cultural significance, water quality, and physical characteristic of a water body, watercourse or wetland;</td>
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<tr>
<td></td>
<td>(b) the hydraulic capacity and quality of a water body, watercourse or wetland for ecological viability, water supply, flood mitigation, and filtration of pollutants, nutrients and sediments;</td>
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<tr>
<td></td>
<td>(c) function and capacity of a water body, watercourse or wetland for recreation activity; and</td>
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<tr>
<td></td>
<td>(d) aesthetic features of a water body, watercourse or wetland in the landscape</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Acceptable Solutions</th>
<th>Performance Criteria</th>
</tr>
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<tbody>
<tr>
<td>A1</td>
<td>P1</td>
</tr>
<tr>
<td>There is no acceptable solution</td>
<td>Development must –</td>
</tr>
<tr>
<td></td>
<td>(a) minimise risk to the function and values of a water body watercourse or wetland R37 , including for -</td>
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<td></td>
<td>(i) hydraulic performance;</td>
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<td></td>
<td>(ii) economic value;</td>
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<td></td>
<td>(iii) water based activity;</td>
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<td>(iv) disturbance and change in natural ground level;</td>
</tr>
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<td></td>
<td>(v) control of sediment and contaminants;</td>
</tr>
<tr>
<td></td>
<td>(vi) public access and use;</td>
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<td></td>
<td>(vii) aesthetic or scenic quality;</td>
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<td>(viii) water quality management arrangements for stormwater and sewage disposal;</td>
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<td>(ix) modification of a natural drainage channel;</td>
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<td>(x) biodiversity and ecological function;</td>
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<td></td>
<td>(xi) level of likely risk from exposure to natural hazards of flooding and inundation; and</td>
</tr>
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<td></td>
<td>(xii) community risk and public safety; and</td>
</tr>
<tr>
<td></td>
<td>(b) be consistent with any advice or decision of a relevant entity administering or enforcing compliance with an applicable protection and conservation regulation for –</td>
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</tbody>
</table>
A1: The residential development, including the single dwelling, multiple dwellings and site works are all located within 30m of Kings Creek. There is no acceptable solution, so assessment is required against the performance criteria.

P1: Council has discretion to consider development within 30.0m of a watercourse provided that it can be demonstrated that the proposal will minimise risk to the function and values of the watercourse.

The driveway, circulation spaces and parking areas in closest proximity to the creek and bank are proposed to be constructed through the provision of concrete piling. No retaining walls or fill is proposed to facilitate the development. The main risk the development poses to the creek would be impacts to the hydraulic function of the creek and ecological values of existing species endemic to the creek through erosion and sediment run off. The risk of erosion and sediment impacting the creek can be mitigated through the installation and provision of soil and water management controls. These control mechanisms are designed to manage soil, sediment and stormwater to prevent risk of erosion and sediment leaving the site. If the Council determines to approve the application, a condition is proposed to be included on the permit requiring the soil and erosion controls to be documented and implemented throughout the development works. A note is also recommended referencing the best practice guidelines stipulated by the EPA for soil and erosion control.

The following condition is also recommended in providing additional landscaping to improve the visual amenity, ecological values and to minimise risk and impacts of erosion:

Prior to the commencement of any work and use, amended plans must be submitted the Planning Authority to show:

- Additional landscaping to be planted along the northern boundary adjacent to Kings Creek annotated in green on the site plan, utilising a mixture of plant types of local species for erosion control, selected from the Latrobe Local Planting Guide – Cradle Coast NRM dated January 2013.

Once approved, these amended plans will be endorsed and will then form part of the Permit and shall supersede the original endorsed plans.

The second risk identified by Council’s Engineering department is of the risk of long-term gradual erosion to the creek bank adjacent to the driveway and parking areas. There is a risk that overtime as the creek continues to meander and flow, that the bank could be eroded to the point of undermining the proposed development. If the Council determines to approve the application, Engineering have proposed the following conditions to be included on any permit issued:

KINGS CREEK EROSION PROTECTION
A rock armour wall or equivalent structure is to be constructed to maintain or better the existing creek capacity and protect the property against potential realignment, erosion or undermining of the creek bank and impacting any vehicular access, buildings work or other infrastructure developed on site.

SECTION 71 - PART 5 - AGREEMENT
The developer is to enter into a Part 5 Agreement, under Section 71 of the Land Use Planning and Approvals Act 1993, with Council to the effect that:

a) The owners of the land shall indemnify the Council against all actions and costs arising from the proximity of Kings Creek in relation to the development;

b) The owner shall not prefer a claim against Council for the reason of settlement or damage to the building or infrastructure on site adjacent Kings Creek;
c) The property owners (current and future) being made aware of measures put in place by the developer to protect the property from potential realignment, erosion or undermining of the Kings Creek embankments;

d) That property owners (current and future) being made aware of their ownership and responsibility to maintain, and when necessary upgrade the measures put in place to protect the property from potential realignment, erosion or undermining of the Kings Creek embankments; and

e) Such agreement shall be placed on the Certificate of Title in accordance with Section 78 of the Land Use Planning and Approvals Act 1993. All costs associated with the preparation and registration of the agreement must be met by the applicant and must be lodged with council prior to sealing of final plans.

In this manner, the proposed development satisfies the standard.

9. DISCUSSION

One (1) representation was received following public exhibition of the proposal. A copy of the representation is attached to this report. The aerial view shown in Figure 17 indicates the relationship between the property owned by the representor and the subject title.

![Figure 17: Relationship between subject title and representors properties](image_url)

The issues raised by the representation are as follows:

a) Development density;

b) Works in proximity to Kings Creek;

c) Concerns of damage to outbuilding.

Council’s Planning Officer makes the following comments in response to these concerns:

a) The subject site 13 Bradshaw Street has a total site area of 2571m². The application proposes to subdivide the land into two lots, with a single dwelling being proposed on Lot 1 (area of 664m²), and four units on Lot 2 (area of 1968m²). The land is zoned General Residential, which also applies to properties along Forth Street and the unit developments on Moriarty Road. The Planning Scheme stipulates the acceptable minimum lot sizes and dwelling density for General Residential zoned land. The Planning Scheme stipulates an acceptable minimum lot size of 330m², so the proposed density for the proposed dwelling on Lot 1 comfortably meets the requirements of the Planning Scheme. The acceptable minimum density for when multiple dwellings are proposed on a single title is 325m² per dwelling. Excluding the
access strip from Bradshaw Street, Lot 2 will have an effective building site area of 1790m$^2$. This equates to a site area per dwelling of 447.5m$^2$, which complies with the Planning Scheme requirements for dwelling density. The proposed density is consistent with the Planning Scheme requirements and with similar residential development in the area.

b) The representor raised concerns in relation to the environmental impacts posed by the proposed development and the proximity to the waterway, requesting that an independent environmental impact study be required to allay any concerns. As the land is zoned for residential purposes, the Planning Scheme does not require an ecological assessment to be conducted for the site, unless the land is mapped as being identified as having scenic and biodiversity value, or is subject to risk of landslip. The site is not mapped as being subject to either of those matters. The main risk the development poses to the creek would be impacts to the hydraulic function of the creek and ecological values of existing species endemic to the creek through erosion and sediment run off. The risk of erosion and sediment impacting the creek can be mitigated through the installation and provision of soil and water management controls. These control mechanisms are designed to manage soil, sediment and stormwater to prevent risk of erosion and sediment leaving the site. If the Council determines to approve the application, a condition is proposed to be included on the permit requiring the soil and water management controls to be in place in accordance with the best practice guidelines stipulated by the EPA. Provided the construction works are conducted with the implementation of soil and water management practices consistent with the control measures available, soil, sediment and stormwater will be able to be adequately controlled to minimise risk of erosion and sediment adversely impacting the creek.

c) The representor also raised concerns in relation to an existing concrete slab which extends beyond the title boundaries and serves as an existing foundation for an outbuilding located at 7 Forth Street. The concerns were that the demolition of the slab could damage the structure of the existing outbuilding. The development application process does not take into account damage to buildings resulting from building works, as this is beyond the scope of the Land Use Planning & Approvals Act 1993, which is the legislation that governs the planning and development application process. The Building Act 2016 is the legislative mechanism which requires building works to be conducted professionally and safely. All building work is to be approved and overseen by a registered Building Surveyor. The Building Surveyor will determine what amount of protection works would be required to protect persons on the site, on adjoining sites, and structures on adjoining premises. Should there be a party wall (i.e. a fire rated wall on the boundary line), then additional requirements and considerations may be required as determined by the Building Surveyor. Should the development application be approved, it is recommended to include a note on any permit issued bringing the aforementioned matters to the applicant’s attention.

It is also noted that a planning permit was previously issued in 2017 approving the demolition of some of the outbuildings situated across 13 Bradshaw, 5 and 7 Forth Streets. The permit approved the demolition of the outbuildings located on land at 13 Bradshaw Street, but retaining the outbuildings on 5 and 7 Forth Street. The concrete slab, although still remaining in situ at present, was approved to be demolished as part of this permit as the slab forms part of the demolished outbuilding. As the demolition permit has been enacted upon, demolition works to remove the slab beyond the title boundary could recommence under that permit.

10. **RECOMMENDATION**

That the report by the Planning Officer dated 6th November 2019 concerning development application DA 182/2019 be received and that Council approve the proposed development at 13 Bradshaw Street, Latrobe subject to the following conditions:
1. **ENDORSED PLANS**
Consent is for the proposed residential development and subdivision substantially in accordance with the endorsed plans, unless modified by a condition of this permit:


2. **AMENDED PLANS**
Prior to the commencement of any work and use, amended plans must be submitted to the Planning Authority to show:

a. Installation of two screens 1.7m in height as annotated in red on the site plan.
b. Additional landscaping to be planted along the northern boundary adjacent to Kings Creek annotated in green on the site plan, utilising a mixture of plant types of local species for erosion control, selected from the *Latrobe Local Planting Guide – Cradle Coast NRM dated January 2013*.

Once approved, these amended plans will be endorsed and will then form part of the Permit and shall supersede the original endorsed plans.

3. Consent is for the statutory permitted building setback of 4.5m to be reduced to 2.55m for the proposed multiple dwelling from the western title boundary.

4. Consent is for the statutory permitted building setback of 4.0m to be reduced to 1.31m for the proposed multiple dwelling from the eastern title boundary.

5. **FRONTAGE FENCES**
Any fence or free-standing wall within 4.5m of a frontage must have a height of not more than:

a. 1.2m if the fence is solid; or
b. 1.8m if the fence has openings above a height of 1.2m which provide a uniform transparency of not less than 30% (excluding any posts or uprights).

6. **STRATA FENCING**
Should the proposed development be strata titled, all side and rear boundaries must be provided with a solid (i.e. no gaps) fence to a height of between 1.8m and 2.1m.

7. **STRATA APPROVAL**
Council will endorse any stratum plan for the development when all the above conditions are completed to Council’s satisfaction, or alternatively, a bond lodged with Council to cover uncompleted works. All bonded works to be completed within 6 months of the stratum plan being endorsed.

8. **TASWATER**
The developer shall comply with the conditions, which TasWater has required the planning authority to include in the permit in accordance with Section 56P(1) of the Water and Sewerage Industry Act 2008. These conditions are specified in TasWater’s submission to Council, Reference, TWDA 2019/01399-LC, a copy of which is attached and endorsed to be a document forming part of this permit.

9. **CONSTRUCTION OF WORKS**
The developer is to construct works in accordance with detailed construction plans of all proposed works prepared by suitably qualified persons and complying with current Council standards and approved by the Manager Infrastructure & Assets.

The works are to include:

10. **CONSTRUCTED DRIVEWAYS**
Vehicle crossings from the edge of road seal to the property boundary are to be constructed in conformance with Council Standards and Tasmanian Standard Drawings TSD-R09-v1 for Urban Roads and council standard drawing ENG-1003 LAT-v2. Works include the construction of a new 6m wide vehicle access for the larger title and 3.6m wide vehicle access for the smaller title. Any redundant crossovers are to be removed and the area reinstated.

Infrastructure & Asset approval and permit is required for anyone working in the road reserve to construct a vehicle crossing, including any other activity, except for reshaping and grassing nature strips.

11. STORMWATER

Stormwater discharge and overland flows generated from the development are to be connected to the existing private stormwater main located within the existing drainage easement.

Works shall include all necessary stormwater drains and pits to:

a. Provide a DN100 connection to the lowest point on each lot to adequately service the building envelope.

b. Convey stormwater entering the development site to the council stormwater network.

12. CONNECTIONS TO COUNCIL MAINS

Any new connections to Council’s stormwater system is to be approved and undertaken by Council at the developer’s cost, or by council approved plumber or civil contractor. Existing connection to Kings Creek is to be used only.

13. PROTECTION OF PIPELINES

The existing underground stormwater main approximately parallel to the rear of 15 Bradshaw Street property boundary is to be accurately located on site prior to the start of construction. All necessary steps are to be taken to protect the stormwater pipes from damage during the construction process, including vehicular access over the pipe(s), or from loads transmitted to the pipe(s) from the proposed construction works or building.

The buildings external wall and footings must be set clear of the existing stormwater main by a minimum horizontal distance of 1.0m, with the footings extended at least deep enough to impose building loads below a 45o angle from the pipes line of excavation.

14. UNDERGROUND ELECTRICITY AND TELECOMMUNICATIONS

The developer is to meet all costs involved in providing underground telecommunications and electricity for the subdivision in accordance with TasNetworks requirements.

15. CUT, FILL AND RETAINING STRUCTURES

Any areas within the development site subject to cutting or filling are to be detailed on the engineering plans and show the existing natural surface contours, the proposed surface contours, density and material of compaction to be undertaken and any associated works such as the installation of retaining walls, subsoil drainage and railing.

16. FLOOD HAZARD AREA

All habitable building floor levels are to be constructed 300mm above the top of bank of Kings Creek allowing for an overland flow path through the development to the street.

A certificate from a registered surveyor will be required certifying that the floor has been constructed at or above the required level.
The building footprint and placement on the site shall take into consideration the general direction of overland flows in the potential localised flood area. Providing adequate provision for any overland flow to pass through the property and around buildings and other structures. The type of fencing, landscaping and other improvements may also have an impact on the overland flows.

For non-habitable building floor levels constructed below the minimum habitable floor level, the applicant will be required to demonstrate that:

a) The new structure will not have an adverse effect upon the existing flow of floodwaters, and

b) All materials used below the Flood Planning Level are flood compatible

17. EASEMENTS

A private easement is required over services including stormwater located in private property to benefit the adjoining property.

18. FINAL PLAN OF SURVEY

The final plan of survey including easements for all stormwater drainage maintainable by Council will not be sealed until all conditions have been complied with.

19. SOIL AND EROSION CONTROL

A management plan detailing how soil and water is to be managed during construction is to be completed and made available upon request. The management plan is to include such things as:

a. Silt fencing and other devices are to be provided, where necessary, to control the loss of silt, gravel, clay and soil from the site;

b. Access roads to the site is to be provided to prevent the trafficking of clay etc. onto the street. Humps are to be provided at any downhill access points to divert internal road drainage and soil etc. to the silt fenced area;

c. Filter screens are to be used at entrances to the existing drainage system to prevent the discharge of gravel, soil and silt etc. to the drainage system, no surface flow is to be directed to Kings Creek;

d. No environmental nuisance or harm, as determined under the Environmental Management and Pollution Control Act 1994 and associated regulations, to be caused by any activity on the site during the construction phase.Kk

20. KINGS CREEK EROSION PROTECTION

A rock armour wall or equivalent structure is to be constructed to maintain or better the existing creek capacity and protect the property against potential realignment, erosion or undermining of the creek bank and impacting any vehicular access, buildings work or other infrastructure developed on site.

21. SECTION 71 - PART 5 - AGREEMENT

The developer is to enter into a Part 5 Agreement, under Section 71 of the Land Use Planning and Approvals Act 1993, with Council to the effect that:

a. The owners of the land shall indemnify the Council against all actions and costs arising from the proximity of Kings Creek in relation to the development;

b. The owner shall not prefer a claim against Council for the reason of settlement or damage to the building or infrastructure on site adjacent Kings Creek;

c. The property owners (current and future) being made aware of measures put in place by the developer to protect the property from potential realignment, erosion or undermining of the Kings Creek embankments;
d. That property owners (current and future) being made aware of their ownership and responsibility to maintain, and when necessary upgrade the measures put in place to protect the property from potential realignment, erosion or undermining of the Kings Creek embankments; and

e. Such agreement shall be placed on the Certificate of Title in accordance with Section 78 of the Land Use Planning and Approvals Act 1993. All costs associated with the preparation and registration of the agreement must be met by the applicant and must be lodged with council prior to sealing of final plans.

22. CARPARKING Unit Development

Areas set aside for driveways and parking vehicles must be:


b. Be formed and constructed with compacted sub-base and surfaced with an all-weather dustless surface, such as bitumen, concrete, or brick or permeable paving blocks;

c. Drained and connected to the private stormwater system

Notes:

- This permit is issued under Section 57 of the Land Use Planning Approvals Act 1993 as the proposal has discretionary status under the Latrobe Interim Planning Scheme 2013;

- Should there be any cut or fill greater than 1.0m in depth or height or greater than 0.5m in depth or height within 1.5m of a title boundary an application must be lodged with Council for consideration.

- All necessary protection works and safeguards are to be considered pursuant to the requirements of the Building Act 2016 and the Building Regulations in order to protect persons on the site, on adjoining sites, and structures on adjoining premises.

- Relevant approvals must be sought under the Building Act 2016 for all building and plumbing works.

- Prior to commencing any works within the road reservation, including the construction or modification of the road access/crossover, an application must be lodged and a permit obtained from Council’s Engineering Department to work within the road reserve, with the exception of reshaping and grassing nature strips.

- In relation to soil and water management controls, the Environmental Protection Authority’s Soil and Water Management on Building and Construction Sites 2009 provide a number of fact sheets in relation to soil and water management on building site. Should additional works be required due to complexities on site, best practice erosion and sediment control design guides and standard drawings as published by the International Erosion Control Association of Australasia should be consulted.
The General Manager
Latrobe Council
P.O. Box 63
Latrobe 7307

Regarding the above application for Development Approval at 13 Bradshaw Street, Latrobe 7307;

My wife, Feronika Allyusius and myself, Mark Collins, are the owners of 7 Forth Street, Latrobe. Our block of land backs onto the proposed development.

Whilst we understand and accept that the owners of 13 Bradshaw Street have a right to develop this land, we wish to ensure that it is done so in accordance with the strict requirements of Latrobe Council and in harmony with the quiet location as it exist presently. Specifically, we wish to raise the following issues:

1. That the housing density of the proposed development does not conflict with the present density existing in this location and presently enjoyed by the local property owners. In this respect we submit that the location of 5 buildings on this section of land may negatively impact on the immediate residents in both Bradshaw Street and Forth Street, that border the development site. In our view, we believe that the total number of buildings to be erected should be reduced from 5 to 3, which would ensure that the present occupation density and harmony of the neighbourhood would be maintained.

2. We are quite concerned about the encroachment upon the small Kings Creek that would occur with the proposed density of the development. We are very concerned about the environmental impacts of such a dense populated plot of land immediately alongside this small and environmentally vulnerable waterway. We would expect that the developers be required to commission an independent environmental impact study to allay the concerns of neighbours and Council before any decision to grant planning approval is made.

3. At the site, there is a large concrete mass that is shared across three boundaries of 13 Bradshaw Street, 7 Forth Street and the adjacent 5 Forth Street. For the two Forth Street properties, this concrete slab provides the floor to a double garage at 7 Forth Street and a single garage at 5 Forth Street. Will the developers be removing this concrete slab and if so, what damage may result to the part owners of this slab if the removal is not done in a damage free way? Accordingly, we would want this question addressed by the developers, and assurances provided, that there will be no damage done to neighbouring properties and in the event that damage does occur, the developers will cover the costs of rectifying any resulting damage.

If these three matters can please be addressed in the decision making leading to the grant of this development application, we would be most grateful.

Please also note that my wife and I are currently overseas owing to my work commitments but that we intended to return to Latrobe next year when my contract ends. Accordingly, we have much more than a passing interest in this development application and its potential impact on our home and on our neighbourhood. In any matters relating to this development application, could you please ensure that communications are sent to me by email. Council’s letter concerning the DA only reached me on 10 October, a day before comments closed. My email address is:

Thank you

Mark Collins and Feronika Allyusius
# Submission to Planning Authority Notice

<table>
<thead>
<tr>
<th>Council Planning Permit No.</th>
<th>DA 182/2019</th>
<th>Council notice date</th>
<th>24/09/2019</th>
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<tr>
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<td>TWDA 2019/01399-LC</td>
<td>Date of response</td>
<td>30/09/2019</td>
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<tr>
<td>TasWater Contact</td>
<td>David Boyle</td>
<td>Phone No.</td>
<td>6345 6323</td>
</tr>
<tr>
<td><strong>Response issued to</strong></td>
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<tr>
<td>Council name</td>
<td>LATROBE COUNCIL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contact details</td>
<td><a href="mailto:planning@latrobe.tas.gov.au">planning@latrobe.tas.gov.au</a></td>
<td></td>
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<tr>
<td><strong>Development details</strong></td>
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</tr>
<tr>
<td>Address</td>
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<td>Property ID (PID)</td>
<td>3593761</td>
</tr>
<tr>
<td>Description of development</td>
<td>Proposed Units and Subdivision</td>
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<tr>
<td><strong>Schedule of drawings/documents</strong></td>
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<tr>
<td>Prepared by</td>
<td>BRDS13 9/22</td>
<td>R1</td>
<td>27/08/2019</td>
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<tr>
<td><strong>Conditions</strong></td>
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Pursuant to the *Water and Sewerage Industry Act 2008 (TAS) Section 56P(1)* TasWater imposes the following conditions on the permit for this application:

**CONNECTIONS, METERING & BACKFLOW**

1. A suitably sized water supply with metered connection / sewerage system and connection for this multiple unit development must be designed and constructed to TasWater’s satisfaction and be in accordance with any other conditions in this permit.

2. Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections must be carried out by TasWater at the developer’s cost.

3. Prior to commencing construction of the development, any water connection utilised for construction must have a backflow prevention device and water meter installed, to the satisfaction of TasWater.

**DEVELOPMENT ASSESSMENT FEES**

4. The applicant or landowner as the case may be, must pay a development assessment fee of $351.28 to TasWater, as approved by the Economic Regulator and the fees will be indexed, until the date paid to TasWater.

The payment is required by the due date as noted on the statement when issued by TasWater.

**Advice**

**General**


### Declaration

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

### Authorised by

<table>
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<tr>
<th>Authorised by</th>
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<tbody>
<tr>
<td>Jason Taylor</td>
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<tr>
<td>Development Assessment Manager</td>
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### TasWater Contact Details

<table>
<thead>
<tr>
<th>Email</th>
<th>Web</th>
</tr>
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<tbody>
<tr>
<td><a href="mailto:development@taswater.com.au">development@taswater.com.au</a></td>
<td><a href="http://www.taswater.com.au">www.taswater.com.au</a></td>
</tr>
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<th>Mail</th>
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<tbody>
<tr>
<td>GPO Box 1393 Hobart TAS 7001</td>
</tr>
</tbody>
</table>
1. SUMMARY INFORMATION

Applicant: Peter Radford
Project: Visitor accommodation units
Zone: Rural Resource
Owner: Southview Tas Pty Ltd
Address: Wrights Lane (CT 163533/1), Moriarty
Use Category: Residential

Discretions invoked:
- Clause 26.3.1 P1 (requirement for a discretionary use in Rural Resource zone)
- Clause 26.4.1 P3 (provision of water supply for a population greater than ten people)
- Clause 26.4.2 P1 (reduction in setback from 10m to a minimum of 1.2m from the southern title boundary)
- Clause 26.4.3 (development of a sensitive use within 200m of agricultural land)

Recommendation: Approval with Conditions

2. PROPOSAL

Council is in receipt of an application made under Section 57 of the Land Use Planning and Approvals Act 1993 for visitor accommodation units at Wrights Lane (CT 163533/1), Moriarty.

The application seeks retrospective approval for a visitor accommodation development that can accommodate up to 16 persons at any one time. The development comprises three prefabricated modular buildings which includes two for the purposes of accommodation and one for amenities and recreation.

The visitor accommodation buildings each have a floor area of 52.5m² and a peak height of no greater than 4.5m. Each visitor accommodation building contains 4 cabins that comprise a bedroom (with a bunk bed) and ensuite. The visitor accommodation buildings are setback more than 200m from Wrights Lane, between 1.2m and approximately 9m from the southern title boundary and more than 230m from any other title boundary. They are clad and roofed in Colorbond. The applicant may only require one visitor accommodation unit and seeks permission to remove one visitor accommodation building if it is deemed to be no longer required.

The amenities building has a floor area of 42m² and a peak height of no greater than 4.5m. The building is a single room that contains a kitchen and sitting area. The amenities building is setback more than 200m from Wrights Lane, more than 12.5m from the southern title boundary.
boundary and more than 230m from any other title boundary. It is clad and roofed in Colorbond.

A copy of the context plan, part site plan, floor plan and elevation plan for the proposal are shown in Figures 1–4.
Figure 4: Elevation Plan (Visitor Accommodation)
3. SITE AND LOCALITY

The subject title (CT 163533/1) comprises 27.02ha and contains agricultural buildings, land used for cropping and a farm dam.

The adjoining title to north contains a dwelling, agricultural buildings, land used for cropping and a farm dam. The adjoining title to the west contains native vegetation and land used for cropping. The adjoining title to the south contains agricultural buildings, land used for cropping and a farm dam.

An aerial view illustrating existing use and development on the subject title and those surrounding it is shown in Figure 5.

![Figure 5: Aerial View](image)

4. PLANNING SCHEME CONSIDERATIONS

The site is located within the Rural Resource zone under the *Latrobe Interim Planning Scheme 2013* as shown in the zoning map in Figure 6.

![Figure 6: Zoning map](image)
Overlays and Specific Areas

Part of the site is located within the Devonport Operational Airspace Overlay under the Planning Scheme. Figure 7 shows the area in which the overlay covers and demonstrates that the development is not located under it.

Figure 7: Devonport Airport Operational Airspace Overlay

5. ADVERTISING / CONSULTATION

The proposal was advertised in accordance with the Land Use Planning and Approvals Act 1993 on 28 September 2019 and two (2) representations were received.

6. REFERRALS

No external referrals were required.

INTERNAL REFERRALS

The application was referred to Council’s Engineering, Environmental Health and Building departments.

Engineer’s report and recommended conditions

Access

Comments:
- Existing vehicle crossing not shown on site plan, recently upgraded, gravel with wide opening. Existing vehicular access not to standard, unlikely to have any increase of use.

Conditions:
- Nil.

Stormwater

Comments:
- Rural Area – private stormwater system available only.

Conditions:
• Stormwater discharge from the development and overland flows from the property are to be connected to any existing private stormwater system contained within the property boundary. Formed surfaces are not to direct water to adjoining properties or to the road and is not to create a nuisance.

• Silt and stormwater controls are to be in place during building and construction activities so as not to create a nuisance.

**Environmental Health Officer’s report and recommended conditions**

Comments:

• The Plumbing Compliance Officer and Environmental Health Officer have inspected the system during the period of non-compliant operation (use has since ceased). There were no signs of environmental nuisance or overload.

• The environmental consultants report will need to consider laundry facilities for guests utilising the short-term accommodation units and appropriately adjust the wastewater loadings to suit.

**Conditions:**

• An environmental consultant's report and design for on-site waste water disposal, in accordance with the Plumbing Regulations 2016 and AS 1547, is required with the application for a Certificate of Likely Compliance (Plumbing).

• Registration as a Private Water Supply in compliance with the Public Health Act 1997 Part 6 is required.

**Note:**

• If any food products are supplied, prepared and/or cooked for guests then a food registration is to be applied for through Council prior to the opening of the premises.

• The environmental consultants report will need to consider laundry facilities for guests utilising the short-term accommodation units and appropriately adjust the wastewater loadings to suit.

**Building Department’s report and recommended conditions**

Comments:

• Relevant approvals must be sought under the Building Act 2016 for all building and plumbing works

**Conditions:**

• Nil.

7. **SERVICES**

The subject title fronts a fully constructed Council maintained road. Water supply is via on-site storage and wastewater is disposed of within the title boundaries by a system approved by Council. Connections to TasNetwork electricity and Telstra communications infrastructure can be achieved.

8. **DEVELOPMENT STANDARDS AND RELEVANT ASSESSMENT**

The application was received as a Section 57 application under the *Land Use Planning and Approvals Act* 1993. It is required to be assessed under the Latrobe Interim Planning Scheme 2013.

**The Latrobe Interim Planning Scheme 2013**

The application will be considered as per the requirements of Clause 8.10, which sets out the matters that Council shall take into consideration when assessing an application. Clause 8.10 reads as follows:

**8.10 Determining Applications**
In determining an application for any permit the planning authority must, in addition to the matters required by ss51(2) of the Act, take into consideration:

a) all applicable standards and requirements in this planning scheme; and

b) any representations received pursuant to and in conformity with ss57(5) of the Act, but in the case of the exercise of discretion, only insofar as each such matter is relevant to the particular discretion being exercised.

In determining an application for a permit for a discretionary use the planning authority must, in addition to the matters referred to in subclause 8.10.1, have regard to:

a) the purpose of the applicable zone;

b) Any relevant local area objective or desired future character statement for the applicable zone;

c) the purpose of any applicable code; and

d) the purpose of any applicable specific area plan.

but only insofar as each such purpose, local area objective or desired future character statement is relevant to the particular discretion being exercised.

In determining an application for any permit the planning authority must not take into consideration matters referred to in Clauses 2.0 and 3.0 of the planning scheme.

The subject site is located within the Rural Resource zone.

The proposal is assessed under the relevant use and development standards for the Rural Resource zone as follows.

Clause 8.2 of the Planning Scheme requires use or uses of land for which use and development is proposed to be categorised in accordance with the definitions contained in Table 8.2. The proposal has been categorised as a Visitor Accommodation use.

Planning Directive No. 6 – Exemption and Standards for Visitor Accommodation in Planning Schemes (PD6) was issued by the Minister for Planning under section 13(1) of the Act on 1 August 2018 and replaces the definition and requirements for Visitor Accommodation as stated in the Latrobe Interim Planning Scheme 2013.

Pursuant to Clause 3.1 (a) of the Planning Directive No. 6, the description for a Visitor Accommodation Use is:

Use of land for providing short or medium term accommodation, for persons away from their normal place of residence, on a commercial basis or otherwise available to the general public at no cost.

No other part of PD6 is applicable to the Rural Resource zone under the Planning Scheme.

Under Clause 26.2: Use Table, Visitor Accommodation Use has discretionary status in the Rural Resource zone.

Use Standards

26.3.1 Requirement for discretionary non-residential use to locate on rural resource land

<table>
<thead>
<tr>
<th>Objective</th>
</tr>
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<tbody>
<tr>
<td>Other than for residential use, discretionary permit use of rural resource land is to minimise—</td>
</tr>
<tr>
<td>a) unnecessary loss of air, land and water resources of significance for sustainable primary industry and other permitted use, including for agricultural use dependent on the soil as a growth medium; and</td>
</tr>
<tr>
<td>b) unreasonable conflict or interference to existing or potential primary industry use, including agricultural use by other land use.</td>
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<tr>
<td>Acceptable Solution</td>
</tr>
<tr>
<td>---------------------</td>
</tr>
<tr>
<td>A1</td>
</tr>
<tr>
<td>There is no acceptable solution.</td>
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The proposal is for visitor accommodation which is a discretionary use.
Council has discretion to consider a discretionary non-residential on rural resource land provided that the development:

- is consistent with the local area objectives and any applicable desired future character statement;
- is required to locate on rural resource land for operational efficiency –
  - to access a specific naturally occurring resource on the site or on adjacent land in the zone;
  - to access infrastructure only available on the site or on adjacent land in the zone;
  - to access a product of primary industry from a use on the site or on adjacent land in the zone;
  - to service or support a primary industry or other permitted use on the site or on adjacent land in the zone;
  - if required –
    - to acquire access to a mandatory site area not otherwise available in a zone intended for that purpose;
    - for security;
    - for public health or safety if all measures to minimise impact could create an unacceptable level of risk to human health, life or property if located on land in a zone intended for that purpose;
  - to provide opportunity for diversification, innovation, and value-adding to secure existing or potential primary industry use of the site or of adjacent land;
  - to provide an essential utility or community service infrastructure for the municipal or regional community or that is of significance for Tasmania; or
  - if a cost benefit analysis in economic, environmental and social terms indicates significant benefits to the region; and
- minimises likelihood for –
  - permanent loss of land for existing and potential primary industry use;
  - constraint or interference to existing and potential primary industry use on the site and on adjacent land; and
  - loss of land within a proclaimed irrigation district under Part 9 Water Management Act 1999 or land that may benefit from the application of broad-scale irrigation development.

The Local Area Objectives of the Rural Resource zone state rural land may be used and developed for economic activity that cannot be reasonably accommodated on land within a settlement or nature conservation area. The objectives also state that air land and water resources are protected against use or development that has potential to exclude or unduly conflict, constrain or interfere with the practice of primary industry or any other use dependent on access to a naturally occurring resource.

The application proposes to provide an accommodation service for seasonal workers employed in the agricultural industry. Visitor accommodation is a service and, therefore, classified as an economic activity associated with primary industry. The applicant has previously sought accommodation for workers in different areas without success. Accommodation shortages and seasonality of demand deem the use unsustainable and unsustainable for settlement areas. Additionally, it would be difficult to justify this type of development in a nature conservation area.
The selected location on the site is in an area of land currently used for storage and maintenance of farm machinery. The development is on an existing hardstand surface, between two farm sheds, that has already been converted from any cropping or grazing activity. The location is not currently used for any farming activity and the reduced setback of the development is the area least likely to constrain the movements and operation of farm machinery associated with primary industry practices on the site.

The Desired Future Character Statements state use or development on rural land may create a relatively sparse working landscape featuring service and support buildings and work areas of substantial size, utilitarian character, and visual prominence that are sited and managed with priority for operational efficiency. The statements also require use and development to minimise disturbance to physical terrain, scenic attributes and rural residential and visitor amenity.

The visitor accommodation is required to accommodate workers directly associated with primary industry. The accommodation is, therefore, considered as support buildings for primary industry. The accommodation is located more that 280m away from the nearest dwelling to the east and more than 320m away from the dwelling to the south. The distance and relatively small scale of the development will result in no foreseeable impact on rural residential amenity of the area. The large machinery shed on the site shields the visitor accommodation development from the streetscape. There will be no impact to visitor amenity as the development is not visible from public areas.

The proposed visitor accommodation is required to accommodate seasonal workers that are employed by a commercial harvesting enterprise that is located on the same site. The harvesting operation contracts labour and machinery services to pyrethrum and poppy plantations across the state (including farming operations in the Rural Resource zone of the immediate locality).

The development is located on land that has previously been converted from cropping and grazing activities. The visitor accommodation will not further constrain or interfere with any primary industry operation on the site. The relocatable construction of the units means that if required land can be converted back to primary industry purposes in future if required; although, this is unlikely due to other existing development in the area.

The subject title and adjacent lots are located in a proclaimed irrigation district. Both the subject title and the title to the south contain cropping activities that utilise large scale pivot irrigation systems. As discussed, the accommodation is located in an existing hardstand area that incorporates other functions of the primary industry operation. The development is located more than 50m from the cropped areas of the subject title and 20m from the cropped area of the title to the south. It is unlikely that there will be cropping activities any closer due to existing development on both sites. The utilisation of pivot irrigation systems means that water is sprayed downwards in the vicinity of the visitor accommodation which will mitigate any impact of irrigation spray on the development. The pivot irrigation system is constrained by the existing farm shed on the adjoining title to the south and cannot get any closer to the visitor accommodation units. To further minimise impacts from cropped land to the south, the visitor accommodation units have been orientated so that there are no windows into habitable rooms on the side that faces the title boundary to the south.

The proposal satisfies P1 for this Standard.

**Development Standards**

**26.4.1 Suitability of a site or lot on a plan of subdivision for use or development**

<table>
<thead>
<tr>
<th>Objective</th>
<th>The minimum properties of a site and of each lot on a plan of subdivision are to -</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>a) provide a suitable development area for the intended use;</td>
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<td></td>
<td>b) provide access from a road; and</td>
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</tbody>
</table>
c) make adequate provision for a water supply and for the drainage and disposal of sewage and stormwater.

<table>
<thead>
<tr>
<th>Acceptable Solution</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A1</strong></td>
<td><strong>P1</strong></td>
</tr>
<tr>
<td>A site or each lot on a plan of subdivision must have:</td>
<td>A site or each lot on a plan of subdivision must be of sufficient area for the intended use or development without likely constraint or interference for:</td>
</tr>
<tr>
<td>(a) unless for agricultural use, have an area of not less than 1 hectare not including any access strip; and</td>
<td>(a) erection of a building if required by the intended use;</td>
</tr>
<tr>
<td>(b) if intended for a building, contain a building area –</td>
<td>(b) access to the site;</td>
</tr>
<tr>
<td>(i) of not more than 2000m$^2$ or 20% of the area of the site, whichever is the greater unless a crop protection structure for an agricultural use;</td>
<td>(c) use or development of adjacent land;</td>
</tr>
<tr>
<td>(ii) clear of any applicable setback from a frontage, side or rear boundary;</td>
<td>(d) a utility; and</td>
</tr>
<tr>
<td>(iii) clear of any applicable setback from a zone boundary;</td>
<td>(e) any easement or lawful entitlement for access to other land.</td>
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<td>(iv) clear of any registered easement;</td>
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<tr>
<td>(v) clear of any registered right of way benefiting other land;</td>
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<td>(vi) clear of any restriction imposed by a utility;</td>
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<tr>
<td>(vii) not including an access strip;</td>
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<tr>
<td>(viii) accessible from a frontage or access strip.</td>
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</tbody>
</table>

| **A2** | **P2** |
| A site or each lot on a subdivision plan must have a separate access from a road – | a site must have a reasonable and secure access from a road provided – |
| (a) across a frontage over which no other land has a right of access; and | (i) across a frontage; or |
| (b) if an internal lot, by an access strip connecting to a frontage over land not required as the means of access to any other land; or | (ii) by an access strip connecting to a frontage, if for an internal lot; or |
| (c) by a right of way connecting to a road – | (iii) by a right of way connecting to a road over land not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and |
| i. over land not required as the means of access to any other land; and | (iv) the dimensions of the frontage and any access strip or right of way must be adequate for the type and volume of traffic likely to be generated by – |
| ii. not required to give the lot of which it is a part the minimum properties of a lot in accordance with the acceptable solution in any applicable standard; and | a. the intended use; and |
| (d) with a width of frontage and any access strip or right of way of not less than 6.0m; and | b. the existing or potential use of any other land which requires |
| (e) the relevant road authority in accordance with the Local Government (Highways) Act 1982 or the Roads and Jetties Act 1935 must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a proposed subdivision plan. | use of the access as the means of access for the land; and  
| v. the relevant road authority in accordance with the Local Government (Highways) Act 1982 or the Roads and Jetties Act 1935 must have advised it is satisfied adequate arrangements can be made to provide vehicular access between the carriageway of a road and the frontage, access strip or right of way to the site or each lot on a subdivision plan; or |
| (b) It must be unnecessary for the development to require access to the site or to a lot on a subdivision plan. |

### A3

Unless for agricultural use other than controlled environment agriculture which permanently precludes the land for an agricultural use dependent on the soil as a growth medium, a site or each lot on a plan of subdivision must be capable of connecting to a water supply –

(a) provided in accordance with the Water and Sewerage Industry Act 2008; or  
(b) from a rechargeable drinking water system with a storage capacity of not less than 10,000 litres if–

(i) there is not a reticulated water supply; and  
(ii) development is for –

a. a single dwelling; or  
b. a use with an equivalent population of not more than 10 people per day.

### P3

(a) There must be a water supply available for the site or for each lot on a plan of subdivision with an adequate level of reliability, quality, and quantity to service the anticipated use of the site or the intended use of each lot on a plan of subdivision; or  
(b) It must be unnecessary to require a water supply.

### A4

Unless for agricultural use other than controlled environment agriculture which permanently precludes the land for an agricultural use dependent on the soil as a growth medium, a site or each lot on a plan of subdivision must be capable of draining and disposing of sewage and liquid trade waste –

(a) to a sewerage system provided in accordance with the Water and Sewerage Industry Act 2008; or  
(b) by on-site disposal if –

(i) sewage or liquid trade waste cannot be drained to a reticulated sewer system; and

### P4

(a) A site or each lot on a plan of subdivision must drain and dispose of sewage and liquid trade waste –

(i) in accordance with any prescribed emission limits for discharge of waste water;  
(ii) in accordance with any limit advised by the Tasmanian Environmental Protection Agency;  
(iii) without likely adverse impact for the health or amenity of the land and adjacent land;  
(iv) without compromise to water
(ii) the development –
   a. is for a single dwelling; or
   b. provides for an equivalent population of not more than 10 people per day; or

(iii) the site has capacity for on-site disposal of domestic wastewater in accordance with AS/NZS1547:2012 On-site domestic-wastewater management clear of any defined building area or access strip.

quality objectives for surface or ground water established under the State Policy on Water Quality Management 1997; and

(v) with appropriate safeguards to minimise contamination if the use or development has potential to –
   a. indirectly cause the contamination of surface or ground water; or
   b. involve an activity or process which requires the use, production, conveyance or storage of significant quantities of sewage or liquid trade waste that may cause harm to surface or ground water if released through accident, malfunction, or spillage; or

(b) It must be unnecessary to require the drainage and disposal of sewage or liquid trade waste.

A5

Unless for agricultural use other than controlled environment agriculture which permanently precludes the land for an agricultural use dependent on the soil as a growth medium, a site or each lot on a plan of subdivision must be capable of draining and disposing of stormwater –

(a) to a stormwater system provided in accordance with the *Urban Drainage Act 2013*; or

(b) if stormwater cannot be drained to a stormwater system –
   (i) for discharge to a natural drainage line, water body, or watercourse; or
   (ii) for disposal within the site if –
      a. the site has an area of not less than 5000 m²; or
      b. the disposal area is not within any defined building area;

P5

(a) A site or each lot on a plan of subdivision must drain and dispose of stormwater –
   (i) to accommodate the anticipated stormwater –
      a. currently entering from beyond its boundaries; and
      b. from the proposed development;
   (ii) without likelihood for concentration on adjacent land;
   (iii) without creating an unacceptable level of risk for the safety of life or for use or development on the land and on adjacent land;
   (iv) to manage the quantity and rate of discharge of stormwater to receiving waters;
   (v) to manage the quality of stormwater discharged to receiving waters; and
   (vi) to provide positive drainage away from any sewer pipe, on-site.
c. the disposal area is not within any area required for the disposal of sewage; 

d. the disposal area is not within any access strip; and 

e. not more than 50% of the site is impervious surface.

(b) It must be unnecessary to require the drainage and disposal of stormwater.

Table to Clause 26.4.1 A1

<table>
<thead>
<tr>
<th>Locality</th>
<th>Site Area</th>
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<tbody>
<tr>
<td>This clause does not apply</td>
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</table>

The subject title comprises 27.02ha. There is no building area included on the survey plan. The subject title does not contain any registered easement or restriction imposed by a utility. It is accessed from Wrights Lane.

The proposal complies with A1 for this Standard.

The subject title has frontage onto Wrights Lane.

The proposal complies with A2 for this Standard.

The proposal is for visitor accommodation units that can accommodate up to 16 people.

Council has discretion to consider development that is required to deliver a water supply for more than ten people per day provided that there is a water supply available for the site with an adequate level of reliability, quality, and quantity to service the anticipated use of the site.

The site has an existing rechargeable water supply with a storage capacity of 120,000 litres. It is anticipated that this is sufficient to provide for the accommodated workers and existing operations on the site. In the unlikely event of water running out on the site, there are a number of commercial operations that could deliver water to the site.

A condition of the permit will note a Private Water Supply licence is required to ensure the quality and sourcing of water is in accordance with the Tasmanian Drinking Water Quality Guidelines 2015 and the Public Health Act 1997.

The proposal satisfies P3 for this Standard.

The application proposes to use an existing septic system that is located under stockyards to the west of the development. The Plumbing Compliance Officer and Environmental Health Officer have inspected the system during the period of non-compliant operation (use has since ceased) and advise that there were no signs of environmental nuisance or overload. The existing septic system will, however, require further assessment and updated certification from a qualified environmental consultant and a condition will be included on the permit as follows:

An environmental consultant's report and design for on-site waste water disposal, in accordance with the Plumbing Regulations 2016 and AS 1547, is required with the application for a Certificate of Likely Compliance (Plumbing).

In the event that the existing system is non-compliant, the site (27.02ha) will have capacity for the provision of a new on-site waste water management system in accordance with AS/NZS1547:2012.

The proposal complies with A4 for this Standard.
The subject title has an area of 27.02ha which is sufficient area to allow stormwater to be disposed of within the site. Council’s Technical Officer requires the following conditions to be included on the permit:

Stormwater discharge from the development and overland flows from the property are to be connected to any existing private stormwater system contained within the property’s boundary. Formed surfaces are not to direct water to adjoining properties or to the road and is not to create a nuisance.

The proposal complies with A5 for this Standard.

26.4.2 Location and configuration of development

Objective

The location and configuration of development is to provide a reasonable consistency between sites for setback from a boundary, height of buildings, and location within the landscape.

<table>
<thead>
<tr>
<th>Acceptable Solution</th>
<th>Performance Criteria</th>
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<tbody>
<tr>
<td><strong>A1</strong></td>
<td><strong>P1</strong></td>
</tr>
<tr>
<td>A building or a utility structure, other than a crop protection structure for an agricultural use, must be setback –</td>
<td>The setback of a building or utility structure must be –</td>
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<tr>
<td>(a) not less than 20.0m from the frontage; or</td>
<td>(a) consistent with the streetscape; and</td>
</tr>
<tr>
<td>(b) if the development is for sensitive use on land that adjoins a road specified in the Table to this Clause, not less than the setback specified from that road;</td>
<td>(b) required by a constraint imposed by –</td>
</tr>
<tr>
<td>(c) not less than 10.0m from each side boundary; and</td>
<td>(i) size and shape of the site;</td>
</tr>
<tr>
<td>(d) not less than 10.0m from the rear boundary; or</td>
<td>(ii) orientation and topography of land;</td>
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<td>(e) in accordance with any applicable building area shown on a sealed plan.</td>
<td>(iii) arrangements for a water supply and for the drainage and disposal of sewage and stormwater;</td>
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<td>(iv) arrangements for vehicular or pedestrian access;</td>
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<td>(v) a utility; or</td>
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<td>(vi) any requirement of a conservation or urban design outcome detailed in a provision in this planning scheme;</td>
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<td>(vii) any lawful and binding requirement –</td>
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<td>a. by the State or a council or by an entity owned or regulated by the State or a council to acquire or occupy part of the site; or</td>
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<td>b. an interest protected at law by an easement or other regulation.</td>
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**A2**

Building height must not be more than 8.5m.

**P2**

Building height must –

(a) minimise likelihood for overshadowing of a habitable room or a required minimum area of private open space in any adjacent dwelling;

(b) minimise apparent scale, bulk, massing and proportion in relation to any adjacent building;

(c) be consistent with the streetscape and rural landscape;

(d) respond to the effect of the slope and orientation of the site; and take into account the effect and durability of screening other than vegetation to attenuate impact.

**A3**

**P3**
A building or utility structure, other than a crop protection structure for an agricultural use, must –

(a) not project above an elevation 15m below the closest ridgeline;
(b) be not less than 30m from any shoreline to a marine or aquatic water body, water course, or wetland;
(c) be below the canopy level of any adjacent forest or woodland vegetation; and
(d) be clad and roofed with materials with a light reflectance value of less than 40%.

The location and design of a building or structure must minimise –

(a) visual impact on the skyline;
(b) height above the adjacent vegetation canopy
(c) visual impact on the shoreline or a marine or aquatic water body, water course, or wetland; and
(d) visual impact from reflective surfaces.

P3.2

Wind power turbines and wind power pumps must minimise their impacts on the broader landscape having regard to –

(a) the visual impacts of the development; the characteristics of the vicinity of the site;
(b) the characteristics of the wind resource;
(c) the topography of the site and how that location affords access to wind; and
(d) potential impacts on birds.

| A3.2 | Wind power turbines and wind power pumps must not exceed 20m in height. |

The visitor accommodation buildings are setback more than 200m from Wrights Lane, between 1.2m and approximately 9m from the southern title boundary and more than 230m from any other title boundary. They are clad and roofed in Colorbond.

The amenities building is setback more than 200m from Wrights Lane, more than 12.5m from the southern title boundary and more than 230m from any other title boundary. It is clad and roofed in Colorbond.

Council has discretion to consider a reduction in setback from the permitted 10m to 1.2m from the southern title boundary provided that it is:

- consistent with the streetscape; and
- required by a constraint imposed by –
  - size and shape of the site;
  - orientation and topography of land;
  - arrangements for a water supply and for the drainage and disposal of sewage and stormwater;
  - arrangements for vehicular or pedestrian access;
  - a utility; or
  - any requirement of a conservation or urban design outcome detailed in a provision in this planning scheme;
  - any lawful and binding requirement –
    - by the State or a council or by an entity owned or regulated by the State or a council to acquire or occupy part of the site; or
    - an interest protected at law by an easement or other regulation.

The visitor accommodation units are setback more than 200m from Wrights Lane and behind an existing and approved agricultural shed. There is no visibility of the development from Wrights Lane and therefore there is no consistency of streetscape to be assessed.
The development is situated in an unused part of an existing hardstand area that has current access arrangements for other users on the site. The reduced setback is required to allow for car parking to the north of the amenities building without hindering the existing operations on the site. The location of the buildings (including car parking) allows unhindered manoeuvrability of farm machinery and logistics vehicles. If the buildings were to be at the permitted 10m setback, there would be constraint and interference on vehicular and pedestrian access.

The proposal satisfies P1 for this Standard.

The buildings have a maximum height of no greater than 4.5m.

The proposal complies with A2 for this Standard.

The subject title is in an area that is relatively flat and does not adjoin a ridgeline. The visitor accommodation units are more than 200m away from the farm dams and unnamed watercourse on the site. All three buildings are clad in a dark green Colorbond cladding which is a non-reflective surface.

The proposal complies with A3 for this Standard.

26.4.3 Location of development for sensitive uses

<table>
<thead>
<tr>
<th>Objective</th>
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<tbody>
<tr>
<td>The location of development for sensitive uses on rural land does not unreasonably interfere with or otherwise constrain –</td>
</tr>
<tr>
<td>a) agricultural land for existing and potential sustainable agricultural use dependent on the soil as a growth medium;</td>
</tr>
<tr>
<td>b) agricultural use of land in a proclaimed irrigation district under Part 9 Water Management Act 1999 or land that may benefit from the application of broad scale irrigation development;</td>
</tr>
<tr>
<td>c) use of land for agricultural production that is not dependent on the soil as a growth medium, including aquaculture, controlled environment agriculture, and intensive animal husbandry;</td>
</tr>
<tr>
<td>d) conservation management;</td>
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<tr>
<td>e) extractive industry;</td>
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<tr>
<td>f) forestry; and</td>
</tr>
<tr>
<td>g) transport and utility infrastructure.</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Acceptable Solution</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1 New development, except for extensions to existing sensitive use where the extension is no greater than 30% of the existing gross floor area of the sensitive use, must - (a) be located not less than – (i) 200m from any agricultural land; (ii) 200m from aquaculture or controlled environment agriculture; (iii) 500m from the operational area boundary established by a mining lease issued in accordance with the Mineral Resources Development Act 1995 if blasting does not occur; or (iv) 1000m from the operational area boundary established by a mining lease issued in accordance with the</td>
<td>P1 New development, except for extensions to existing sensitive use where the extension is no greater than 30% of the existing gross floor area of the sensitive use, must minimise- (a) Permanent loss of land for existing and potential primary industry use; (b) Likely constraint or interference to existing or potential primary industry use on the site and on adjacent land; (c) Permanent loss of land within a proclaimed irrigation district under Part 9 Water Management Act 1999 of land that may benefit from the application of broad scale irrigation development; and (d) Adverse effect on the operability and safety of a major road, a railway or a utility.</td>
</tr>
</tbody>
</table>
Mineral Resources Development Act 1995 if blasting does occur; or
(v) 500m from intensive animal husbandry
(vi) 100m from land under a reserve management plan;
(vii) 100m from land designated for production forestry;
(viii) 50m from a boundary of the land to a road identified in Clause 26.4.2 or to a railway line; and
(ix) Clear of any restriction imposed by a utility; and
(b) Not be on land within a proclaimed irrigation district under Part 9 Water Management Act 1999 of land that may benefit from the application of broad scale irrigation development.

The proposal is for visitor accommodation which is classified as a sensitive use. The development is located within 200m of agricultural land.

Council has discretion to consider new development for sensitive use which is within 200m of agricultural land provided that the development minimises:

- Permanent loss of land for existing and potential primary industry use;
- Likely constraint or interference to existing or potential primary industry use on the site and on adjacent land;
- Permanent loss of land within a proclaimed irrigation district under Part 9 Water Management Act 1999 of land that may benefit from the application of broad scale irrigation development; and
- Adverse effect on the operability and safety of a major road, a railway or a utility.

As discussed above (in more detail) under Clause 26.3.3, the development could be relocated if required so there is no permanent loss of agricultural land. Also discussed under Clause 26.3.3 (in more detail), the development will not constrain or interfere with the primary industry activities (including irrigated areas) on the subject title or adjacent land.

The subject title is not near a major road, railway or a utility.

The proposal satisfies P1 for this Standard.
9. DISCUSSION

Two (2) representations were received following public exhibition of the proposal. A copy of each representation is attached to this report. The aerial view shown in Figure 8 indicates the relationship between each of the properties owned by the representors’ and the subject title.

![Aerial view of properties](image)

Figure 8: Relationship between the subject title and representors’ property

The issues raised in the representations are as follows:

1. Acts of previous non-compliance;
2. Setback from southern boundary and ability to install plumbing without trespass;
3. Potential increase to the number of buildings in future;
4. Existing wastewater system;
5. Washing lines on the boundary line;
6. Road reserve line on the Folio Plan;
7. More suitable areas on the site for the development;
8. Planning precedent;
9. The location of the development is an Approved Quarantine Place; and
10. Permanent residential use.

Council’s Planning Officer makes the following comments in relation to the issues raised:

**Acts of previous non-compliance**

The application seeks retrospective approval for use and development associated with visitor accommodation in 3 separate modular buildings that are currently located on the site. The applicant has previously used them (without approval) for accommodating seasonal workers during a short period of summer in 2018/19. Council issued notices to the owner ordering the use to cease and seek planning and building approvals before recommencing any activities of this nature.

The Representors have stated that the applicant had full knowledge of the permit requirements and that this was the third occurrence of non-compliance.
Acts of non-compliance are and have been handled as a separate matter. This Development Application is a result of Council’s request to apply for a permit.

While the Land Use Planning & Approvals Act 1993 grants to the power to enforce acts of non-compliance, Council cannot alter a determination based on accusation of previous non-compliance.

**Setback from southern boundary and ability to install plumbing without trespass**

The Representors are concerned that the 1.2m setback does not allow sufficient space for the installation of plumbing without trespassing onto the adjoining land. Additionally, one representor is concerned about the increase fire risk to vehicles and machinery on adjoining land.

There is a 1.2m setback between the closest building and the southern boundary. As the buildings are prefabricated, most of the plumbing work is completed offsite. There is obviously a requirement to connect water and septic to onsite services of which Council’s Plumbing inspector has advised that a 1.2m setback would be an adequate space to be able to carry out works. Plumbers often work in similar sized spaces in Residential zones with minimal difficulty.

Any accusation of trespass is a civil matter and is outside Council’s scope of power.

In relation to the increased risk of fire on adjacent parked vehicles, Performance Criteria P1 of Clause 26.4.2 states the following:

The setback of a building or utility structure must be –

a) consistent with the streetscape; and  
b) required by a constraint imposed by –
   i. size and shape of the site;  
   ii. orientation and topography of land;  
   iii. arrangements for a water supply and for the drainage and disposal of sewage and stormwater;  
   iv. arrangements for vehicular or pedestrian access;  
   v. a utility; or  
   vi. any requirement of a conservation or urban design outcome detailed in a provision in this planning scheme;  
   vii. any lawful and binding requirement –
      a. by the State or a council or by an entity owned or regulated by the State or a council to acquire or occupy part of the site; or  
      b. an interest protected at law by an easement or other regulation.

The abovementioned requirements cannot consider any increased risk of fire to vehicles on adjacent land.

**Potential increase to the number of buildings in future**

The Representors have stated that there is another modular building stored elsewhere and they are concerned that it will be added to the development in future.

Any increase in the number of building is subject to another Development Application being lodged with Council. This application is for three modular buildings of which two contain visitor accommodation units and the other contains a single-room amenities block. It is noted that the applicant has indicated that there may only be a requirement for 1 visitor accommodation building (as opposed to two) and a condition will be included on the permit as follows.

Consent is the removal of one modular building if it is determined that it is no longer required.
Additionally, the applicant has advised that any other units that were previously stored on other sites have been sold as they have no requirement for them.

**Existing wastewater system**

The Representors have stated that the existing onsite wastewater system may not be able to fulfil the requirements of the visitor accommodation.

The application detail is consistent with the representations in the sense that it proposes to use an existing septic system that is located under stockyards to the west of the development. The Plumbing Compliance Officer and Environmental Health Officer have inspected the system during the period of non-compliant operation (use has since ceased) and advise that there were no signs of environmental nuisance or overload. The existing septic system will, however, require further assessment and updated certification from a qualified environmental consultant and a condition will be included on the permit as follows:

An environmental consultant's report and design for on-site waste water disposal, in accordance with the Plumbing Regulations 2016 and AS 1547, is required with the application for a Certificate of Likely Compliance (Plumbing).

In the event that the existing system is non-compliant, the site (27.02ha) will have capacity for the provision of a new on-site waste water management system in accordance with AS/NZS1547:2012. Plumbing approval will not be granted until a certified assessment is received.

**Washing lines on the boundary line**

The Representors have stated that it is not acceptable to have washing hanging along the boundary line.

The photos provided by the Representors demonstrate that there have been clothes hanging on a strand of clotheslines wire tied to existing posts. The Planning Scheme cannot consider temporary structures, such as clothes on a strand of wire, as development. It is noted, however, that the site photos taken on 31 October 2019 demonstrate that the makeshift clothesline has been removed and the applicant intends to locate it elsewhere.

**Road reserve line denoted on the Folio Plan**

The Representors have stated that a previously acquired road reserve (by the applicant) still appears on the folio plan.

Folio Plan SP163533, dated 19 July 2012, shows a thinner black line running through the southern part of Lot 1. This line indicates that there was another lot (road reserve) previously but has been consolidated with the current subject title. The bold black line around Lot 1 denotes the current boundaries of the site. An extract of the Folio Plan is shown in Figure 9.
The application has been assessed in its current configuration and did not factor any buffers that would be provided by a road reserve.

More suitable areas on the site for the development

The Representors have queried the chosen location of development and stated that there may be more suitable locations on the site.

Council must assess a Development Application against the proposal that is lodged. While there may be a more suitable location, this is not a consideration of the assessment.

The location suggested by the Representors is in a more open location of the site and closer to current cropping activities on the subject title. It also appears that the adjoining site to the south may be more likely to use the land immediately south of the indicated area due to lack of constraint and interference imposed by the current farm shed on the Representors site.

Planning precedent

The Representors are concerned that the approval of the development will result in a precedent being set for similar development.

Unlike law, planning determinations are not directed by previous decisions. Each Development Application that is received by Council is assessed on the merits of that particular application. There are no precedents resulting from any previous approvals under the current planning instruments.

The subject title is also an Approved Quarantine Place

The Representors stated that the subject title is also the location of an Approved Quarantine Place (AQP). Council’s Planning Officer sought advice and comment from Biosecurity Tasmania regarding any potential conflicts with the visitor accommodation. Biosecurity stated that they do not have regulations regarding visitor accommodation on the same site as an AQP if there is no interference to the quarantine operation. A copy of their response is show in Figure 10.
The AQP is located in a locked machinery shed and anyone needing access is required to be inducted. Additionally, the AQP operates from a separate water supply and returns water to a separate return tank.

The access restrictions, induction requirements and separate water supply mitigates any potential conflicts associated with the AQP and visitor accommodation.

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**Figure 10: Response from Biosecurity Tasmania**

### Permanent residential use

The Representors are concerned that, if approved, the visitor accommodation units may be used for permanent residential purposes in future.

The application is for a visitor accommodation use. If the buildings are used for any other purpose (including residential), it becomes a compliance matter and penalties can be enforced under the *Land Use Planning & Approvals Act 1993*.

### 10. RECOMMENDATION

That the report by the Statutory Planning Officer dated 1st November 2019 concerning development application DA 183/2019 be received and that Council approve the proposed development at Wrights Lane (CT 163533/1), Moriarty subject to the following conditions:


2. Consent is for the removal of one modular building if it is determined that it is no longer required.

3. Registration as a Private Water Supply in compliance with the Public Health Act 1997 Part 6 is required.

4. An environmental consultant’s report and design for on-site waste water disposal, in accordance with the Plumbing Regulations 2016 and AS 1547, is required with the application for a Certificate of Likely Compliance (Plumbing).
5. Stormwater discharge from the development and overland flows from the property are to be connected to any existing private stormwater system contained within the property boundary. Formed surfaces are not to direct water to adjoining properties or to the road and is not to create a nuisance.

6. Silt and stormwater controls are to be in place during building and construction activities so as not to create a nuisance.

Notes:

- This permit is issued under Section 57 of the Land Use Planning Approvals Act 1993 as the proposal has discretionary status under the Latrobe Interim Planning Scheme 2013.

- If any food products are supplied, prepared and/or cooked for guests then a food registration is to be applied for through Council prior to the opening of the premises.

- The environmental consultants report will need to consider laundry facilities for guests utilising the short-term accommodation units and appropriately adjust the wastewater loadings to suit.
Mr Gerald Monson  
General Manager  
Latrobe Council  
P O Box 63  
Latrobe, TAS 7307  
council@latrobe.tas.gov.au

Dear Sir

Re: Application for Development Approval DA 183/2019

Please be advised that I strongly oppose this development application for the following reasons:

1. Radford Harvesting Pty Ltd/ Peter Radford is very aware that planning approval is required before development takes place. It needs to be noted that this is the 3rd occasion that development has occurred without prior approval!

2. Donga placed so close to the boundary that neighbour needed to trespass to hook up water/septic pipes. There will be insufficient space for maintenance when the boundary fence is completed. It should be a minimum of 10 metres from the boundary.

3. There are only 3 dongs and a shower/toilet block in the plan. I am concerned that the fourth one nearby in Wrights Lane may be moved to this location.

4. The existing septic was constructed over 25 years ago by previous owner Reuben Radford. It was regularly emptied. It is highly likely that there was no planning approval for the septic and it was built to cater for one toilet and one rarely used shower. I would expect that existing septic is not big enough for 15 or more people for washing, showering and toilet
and being located under the existing stock yards, it will be difficult to complete any maintenance.

5. It is not acceptable to having washing hanging along the boundary line. (See photo attached).

6. Although dated 16.9.2019, note that the title search includes a reserve road. The reserve road was purchased by Southview Tas Pty Ltd some time ago and therefore there is no buffer of a reserve road between the two properties.

7. There is a cleared area with framework for cabins (from Camp Boomerang) nearby away from sheds and stock yards that would be a more suitable location from my perspective. With so much infrastructure in the machinery yard already, there is only one direction for exit in the event of a fire or other emergency.

8. If this application is approved it sets precedence and I note that there is already a plan for a Stage 2 development on an adjoining property which is agricultural land.

9. This worksite is an “Approved Quarantine Place” (AQP) for Biosecurity Tasmania. This can be confirmed with Sarah Treweek, Program Specialist (Approved Places), Biosecurity Operations Branch, Biosecurity Tasmania. Biosecurity fact sheet attatched.

10. What guarantee do I have that this is for only short term visitor accommodation? It is very likely given the amount of expansion of Costa Berries Tunnels that these Dongas will be utilized for more than just the harvest season.

Yours faithfully,

Dianne Sharni Radford
Director
Sharocklin Pty Ltd
“Approved Quarantine Place”

What sort of businesses might benefit by becoming an “Approved Quarantine Place”?

If you are a regular or even an occasional importer of items from the mainland that are subject to inspection by Quarantine Tasmania, it may be in your interest to become an “Approved Quarantine Place” or AQP.

You may also benefit if you are an exporter that needs Quarantine Tasmania certification for your product before it can be sent to the mainland or overseas.

The range of enterprises that might benefit include:

- Freight depots
- Importers and exporters of fresh fruit and vegetables
- Nurseries
- Wharves
- Analytical and research laboratories
- Grain storage or processing
- Quarantine waste storage and disposal.

What is an “Approved Quarantine Place”?

It is a place, or part of a place, that has been approved by Quarantine Tasmania as meeting certain biosecurity standards so that items may be stored there pending inspection by Quarantine Tasmania.

In simple terms, if you are an importer, AQP status means you can take your imported items directly to your place and hold them there, under secure conditions, until Quarantine Tasmania officers have inspected and cleared them.

If you are an exporter, you can have your consignment inspected and certified by Quarantine Tasmania before it leaves the place.

What are the benefits of AQP status?

If you are an importer, you will be able to have the items stored at your place awaiting Quarantine clearance as soon as they arrive in Tasmania. This may reduce the cost and inconvenience to your enterprise.

If you are an exporter, you will be able to have your items inspected on your place. That is likely to reduce the inspection and certification process for you and that may reduce costs.

What are the disadvantages of not being an AQP?

The major disadvantage is that you will have to find an alternative place for imports or exports to be inspected by Quarantine Tasmania. This may involve some cost and inconvenience to your enterprise.

Department of Primary Industries, Parks Water and Environment
Mr Gerald Monson  
General Manager  
Latrobe Council  
P O Box 53  
Latrobe, TAS 7307  
council@latrobe.tas.gov.au

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2. Donga placed so close to the boundary that neighbour needed to trespass to hook up water/septic pipes. There will be insufficient space for maintenance when the boundary fence is completed. It should be a minimum of 10 metres (26.4.2 Rural Resource Zone) from the boundary especially for the reason of fire from both parties. If I have a machine/vehicle etc. parked next to the boundary and their Donga catches alight my machinery will burn.

3. There are only 3 dongas and a shower/toilet block in the plan. I am concerned that the fourth one nearby in Wrights Lane may be moved to this location.

4. The existing septic was constructed over 25 years ago by previous owner Reuben Radford. It was regularly emptied. It is highly likely that there was no planning approval for the septic and it was built to cater for one
toilet and one rarely used shower. I would expect that existing septic is not big enough for 15 or more people for washing, showering and toilet and being located under the existing stock yards, it will be difficult to complete any maintenance.

5. It is not acceptable to having washing hanging along the boundary line. (See photo attached).

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7. There is a cleared area with framework for cabins (from Camp Boomerang) nearby away from sheds and stock yards where power is already installed and there is water nearby that would be a more suitable location from my perspective. With so much infrastructure in the machinery yard already, there is only one direction for exit in the event of a fire or other emergency.

8. If this application is approved it sets precedence and I note that there is already a plan for a Stage 2 development on an adjoining property which is agricultural land.

9. This worksite is an “Approved Quarantine Place (AQP)” for Biosecurity Tasmania.

10. What guarantee do I have that this is for only short term visitor accommodation? It is very likely given the amount of expansion of Costa Berries Tunnels that these Dongas will be utilized for more than just the harvest season. In time someone permanent will live in these Dongas who will object to me going about my normal farm tasks such as spraying, night tractor work etc.

Yours faithfully,

[Signature]

Shane William Radford
Minutes of the Port Sorell Advisory Committee held in Meeting room A at the Banksia Centre, Port Sorell on the 29th October, 2019 commencing at 4.00pm.

1. PRESENT
   Ted Melvin (Chairman)   Graeme Coffin   Mary Buchanan
   Chris Mole (Vice Chairman)   Helen Justice   Riitta Boevink
   Gerald Monson (General Manager)   Jennifer Smith   Russell Townsend
   Ms Sarah Cairns (Executive Assistant)   John Bowden   Steve Bush
   Cr Sommer Metske (from 4.02pm)   Kevin Wescott   Sue-Ellen McCrigan
   Cr Shayne (Cush) Allison   Lyndsey Holmes
   Sergeant Gavin Thomas (Tas Police)   Mandy Lillico
   Inspector Steve Jones (Tas Police)  

2. APOLOGIES / LEAVE OF ABSENCE
   Mayor Freshney

3. PECUNIARY INTEREST – LOCAL GOVERNMENT ACT 1993
   Nil

4. CONFIRMATION OF MINUTES – OCTOBER 1ST, 2019
   Sue-Ellen McCrigan/Chris Moles that the minutes of a meeting of the Port Sorell Advisory Committee held October 1st, 2019 be confirmed as a true and accurate record of the business transacted.

5. BUSINESS ARISING
   a) Police Report
   The following Police report was provided prior to the meeting:
   Reports from 23/9/19 – 23/10/19
   1. On the 23/9/19 two young males attempted to steal a generator from a deck of a boat in dry dock at at Muddy Creek. The owner disturbed them and they ran off.
   This matter is under investigation.
   2. Between 27/9/19 and 29/9/19 a residence at Seabreeze Avenue was broken into and property was stolen from inside. Also, the spare keys to the resident’s Nissan Navara were located and the vehicle was also stolen.
   This matter is under investigation.
   3. Between the 16/10/19 and 17/10/19 some graffiti was marked in the toilet block at Club Drive in Shearwater.
   This matter is under investigation.
   4. On the 19/10/19 a male person has stolen about $200 on meat products from Woolworths at Poyston Drive in Shearwater.
   This matter is under investigation.
5. On the 19/10/19 two males who were known to each other were involved in a physical altercation in Anstey Street in Squeaking Point.

One of the males has been charged with assaulting the second male.

Gavin Thomas
Sergeant 2131
Latrobe Police Station

It was resolved that this information be received.

b) Memorial for Mick Halley – listed by Ted Melvin

Ted would like to discuss Mick’s enthusiasm and passion about improvements to the foreshore and seeks PSAC’s opinion about making a recommendation to Council that a memorial be installed on Freers Beach in memory of Mick Halley.

Ted suggested that the walk from the end of Freers Street through to the Surf Club be named “Mick Halley Walk” in memory of Mick.

There was general consensus that it was a great idea.

The General Manager suggested that Ted liaise with Mick’s wife to ensure she is happy with the suggestion.

John suggested that installing a dedication seat near the playground might be a good idea.

Mary queried who approves where dedication seats are installed as some in the area have been installed in obscure positions, especially when some seats have been installed in areas that Council have requested the Garden Clubs don’t install anything in that area for access purposes.

Mary suggested that people be consulted first before the seats be installed.

It was resolved that:

1. Ted discuss the suggestions to have a dedication seat installed at the gym equipment and the pathway from the end of Freers Street to the Surf Club named “Mick Halley Walk” with Mick’s wife, Pat Halley; and

2. Ted advise the General Manager if Pat Halley approves of the suggested memorials and if she does, then;

3. It be recommended to Council that Council staff investigate the costs and make an applicable budget allocation for the suggested memorials being a dedication seat installed at the gym equipment at Freers Beach, and/or installation of “Mick Halley Walk” blade signs at the start/end of the walkway that goes from the end of Freers Street to the Port Sorell Surf Life Saving Club.

c) Beach access – end of Freers Street

At the meeting held 1st October 2019, Ted commented that the walkway onto the beach at the end of Freers Street is cracked and needs to be repaired.

Council staff were asked to investigate, and it was suggested that perhaps the Councillors could view it on their 2020 Municipal Bus Tour.

1 Ted rang Council on 30th October 2019 to advise the General Manager that he had spoken with Pat Halley and she consented to either or both of the memorial suggestions for Mick Halley.
Council staff advise that whilst the crack has not got any worse since the last time they checked it, they will be filling the gap in the path when they are working in the area this week. Council’s Infrastructure & Assets team have been looking at a long term replacement option for this ramp, however no budget is available in Council’s current capital budget, but may be a future consideration.

It was resolved that this information be received and the item removed from the agenda, providing the works have been completed.

d) End of Year Function

As part of Council’s appreciation for the commitment and contribution of members of PSAC, Council provides an end of year celebration. Last year the celebration was held immediately following the November meeting, in the meeting room at the Banksia Centre and catering and drinks were provided by staff at Camp Banksia.

The Committee are asked to consider the date, location and catering options for this year’s function.

The Committee agreed to have the end of year celebration at the Banksia Centre and have staff from Camp Banksia cater for it.

It was resolved that the end of year celebration be held on 26th November immediately following the PSAC meeting, at the Banksia Centre.

e) Hawley Esplanade Vegetation

At the meeting held 1st October 2019, Mary commented that she has previously raised that it would be a good idea for Council to engage a Coastal Landscape expert to work with the residents on improving the vegetation along Hawley Esplanade. Mr Monson commented that it might be best to address the issue in conjunction with the plan to make Hawley Esplanade one way. He understood that Council had committed to providing the Rubicon Coast and Landcare group with a senior staff member to assist with their working bees and were controlling the native vegetation, however he was not aware as to how this matter was progressing.

The General Manager undertook to obtain a progress update from Council’s Green Spaces team regarding this matter.
Sam Blackwood-Beattie attended the Council Workshop held 28\textsuperscript{th} October 2019 and provided Councillors with a proposal for management of the foreshore and weed management. Sam’s proposal and Council agreed recommendations/priorities will be provided at the next PSAC meeting.

Discussion was had about recent fires that have been lit on the foreshore again. Sergeant Thomas gave an update about more recent vandalism that has occurred there.

Steve commented that education is a good idea. The more the community is educated about the possible impact the vandalism has on the foreshore, the more policing of the area will naturally occur.

Riitta commented that the vandals don’t seem like the sort of people that will change their behaviour from increased education.

It was resolved that this information be received.

4. ONGOING BUSINESS

a) Cr Allison’s Notice of Motion

At the PSAC meeting held 27\textsuperscript{th} August, Mayor Freshney provided a limited overview of the matter discussed in Council’s Special Closed Meeting held 21\textsuperscript{st} August, relating to finding a home for the Port Sorell History Group. The Mayor advised that he would be seeking Council’s approval to have the report and Council’s decision moved from closed to open so that it can be made available publicly, and until that occurred, Council was bound to the requirements of the Local Government Act.

At their meeting held 9\textsuperscript{th} September, Council unanimously supported that the Latrobe Council Special Closed meeting item 15965 ‘Notice of Motion – Cr Shayne Allison’ be authorised for release to the public. The Notice of Motion was attached to the agenda and Council’s minute 15965 reads as follows:

15965 NOTICE OF MOTION – CR SHAYNE ALLISON:
Cr Allison moved and Cr Metske seconded that the Council purchases the former Shearwater Newsagency building to facilitate for the operations including display for the Port Sorell History Group while incorporating a central base for all the Port Sorell Community Groups to include opportunity for the Townships business community advertise their businesses activities.
Other considerations;

a) That Council seriously investigates the possibility of incorporating a Visitors Centre within the facility.
b) That Council seriously investigates the possibility of incorporating an Online Access Centre within the facility.
c) That Council seriously investigates the possibility of incorporating a Service Tasmania sub-agency within the facility.
d) That if after all efforts are made that a Service Tasmania sub-agency is not possible that council at least create the ability for the community to be able to pay their council rates and other relative council fees and registrations within the facility.

VOTED FOR THE MOTION
Cr Allison

AGAINST THE MOTION
Mayor Freshney
Cr Metske
Cr Wicks
Cr Mead
Cr McLaren
Cr Sims
Cr Young

MOTION LOST

The following discussion regarding the matter was had at the PSAC meeting held 1\textsuperscript{st} October 2019:
Mr Monson suggested the item be held over for discussion when the Mayor returns from leave.

Mary queried who pays for the rent on the Latrobe Museum? Mr Monson confirmed that the State Government handed it to Latrobe Council, however the title still hasn’t been transferred to Council. Council is meeting with State Libraries next week. Mary queried if the Latrobe Band pays rent. Mr Monson commented that they pay their outgoings. Mary queried why Council wouldn’t support a similar arrangement for the History Group? Mary asked if Cr Allison’s proposal is “dead in the water” from Council’s perspective? Mr Monson commented that Council is supportive of the History Group and finding a suitable solution, however, did not support the purchase of the newsagency building.

Russell commented that the History Group is going to seek a meeting with the Mayor to discuss the 2 letters that the Mayor have sent the History Group regarding Council’s decision and options moving forward.

Russell queried how viable the Visitor Information Centre is that the Council has just opened at the Shearwater Resort. Gerald confirmed that this is not a Council owned or run Visitor Information Centre.

After the above discussion it was resolved that the item be held over until a future PSAC meeting when the Mayor could attend. Mayor Freshney is not available to attend the 29th October PSAC meeting as he is attending the Local Government Legislative Review – Reference Group meeting in Hobart.

It was resolved that this matter be held over to the 26th November 2019 meeting, for discussion with Mayor Freshney.

b) Port Sorell History Group

At the Council meeting held 9th September, Anne Lockett, read out the attached letter addressed to the Mayor and Councillors from the Port Sorell History Group, which was in reply to Mayor Freshney’s letter sent to the Group dated 27th August 2019, regarding Council’s decision not to support a notice of motion put forward by Cr Allison with regard to the purchase of the former newsagency property in Shearwater Village Shopping Centre.

The letter presented at Council, including Mayor Freshney’s original letter dated 27th August were attached for information.

Since the 9th September Council meeting, Mayor Freshney has formally responded to the letter presented by Anne Lockett from the Port Sorell History Group.

At the 1st October 2019 PSAC meeting, it was resolved that the item be held over until a future PSAC meeting when the Mayor could attend. Mayor Freshney is not available to attend the 29th October PSAC meeting as he is attending the Local Government Legislative Review – Reference Group meeting in Hobart.

It was resolved that this matter be held over to the 26th November 2019 meeting, for discussion with Mayor Freshney.

c) Vegetation vandalism at Shearwater Park

Council’s Green Spaces Team commenced the re-vegetation of the damaged foreshore area behind the exercise equipment in Shearwater Park on Wednesday 23rd October. Due to the high level of vandalism at this site Council will also be erecting surveillance cameras to assist in the case of any further vandalism. The costs associated with the damage repairs and rejuvenation of the area are significant, along with the loss of important native vegetation and risk of foreshore erosion. The plan below outlines the type of plants and arrangement which aims to stabilise sand movement and return the native foreshore amenity.

The below re-vegetation plan and surveillance signage will also be installed with the cameras on Wednesday 23rd October.
Steve commented that location is key and having a camera facing the other camera is helpful.

It was resolved that this information be received.
d) **Entrance to the town**

Council has made a budget allocation of $10,000 to develop a concept plan for the area during the 2019/20 financial year. It is suggested that a sub-committee of PSAC be formed to meet with the Designer (once identified) and Council Officers on site. The current works scoped and scheduled by the Operations Department will continue as intended as it is highly unlikely, they will become redundant.

At the August 2019 PSAC meeting, it was resolved Steve Bush and Norris McNamara be appointed to a sub-committee to work with Council Officers on developing a concept plan for the entrance to the town.

Council’s Infrastructure & Assets Coordinator, Mr Nigel Rist has prepared a plan for initial discussion with Council’s Green Spaces Team Leader, Mr Sam Blackwood-Beattie. Following this Nigel will be coordinating a site inspection with Steve and Norris to identify and agree on further opportunities and priorities. Once this work is done there may be merit in a landscape architect preparing indicative plans for the community and PSAC and proposing a forward works program for the area.

Mary queried if Council is going to put a slip road on the northern side of the property for an alternate access in times of emergencies/shut down of the roundabout. Wouldn’t it be sensible for that to be included in Council’s Plan?

**Action** – Council staff to consider Mary’s suggestion regarding the slip road when developing the plan.

Council Officers had identified the desirability of incorporating a slip lane leading from Port Sorell Road onto Alexander St as part of the initial concept. Mr Rist and Mr Blackwood-Beattie from Council have met on site with Norris and plan to meet Steve within the next month prior to progressing the concept.

Steve queried if there was a death on the round-about, would the Police be duty bound to shut the road for a few hours to gather evidence? Sergeant Thomas confirmed that normal practice is to shut the roads for safety whilst evidence is gained. Generally, that can take 2-3 hours. Steve spoke about a recent near miss involving a cyclist on the round-about.

Steve went on further to comment that if there is a fire at East Glen, you aren’t going to get out. If the round-about gets shut off, East Glen will back up with the large volume of traffic, and it will take 10+ minutes to get out. Steve thinks the slip lane needs to be on the other corner, so the traffic can exit out onto Parkers Ford Road. Steve believes the community is in a vulnerable position through East Glen and is the only town on the coast that is one way in and one way out. Steve thinks the slip lane is a good idea, but it needs to be on the correct side of the road.

Steve read out an article in The Mercury that mentions Port Sorell being the 2nd biggest population growth spot in Tasmania with 18% growth from 2011 to 2016.

**Action** – Council staff investigate Steve’s suggestion on the most logical location for the proposed slip road adjacent to the Port Sorell round-about.

**Lillico Land Update**

Following clearing of the vegetation along the fence line between Gumbowie Drive and the house near the roundabout has been completed with top soil spread & seeded. A proposed plantings plan which has been created by Council’s Green Spaces Team Leaders and endorsed by the Tree Committee is shown below:
The plan looks to continue the theme of the Oyster Bay Pines which are already established between Browns Rd and Gumbowie Drive but will also introduce clusters of Banksia’s (yellow flowers) with Callistemon’s (bottle brush, varying colour flower).

It was resolved **that this information be received.**

e) Rehabilitation of the Former Port Sorell Landfill Site

At the November 2018 Council meeting it was approved to complete the Detailed Site Investigation over the coming 9 months and to continue working closely with the EPA, Health Department, consultants and contractors on the project.

Mr Monson advised Council has received estimated costs for the rehabilitation being - low cost $10m, medium cost $15m and high end cost is $20m. Council will be seeking a meeting asap with the Treasurer and Deputy Premier. Council was hoping for an allocation in latest State Budget, and no specific allocation has been made for this specific project, however Council is hopeful to receive some funding.

John commented that he went for a walk around the tip site and there were a lot of green and gold frogs which is a good natural "barometer" indicating that the area is not that bad. There are also burrowing cray fish in the area. The talk of spending millions of dollars to rehabilitate is not needed. Just plant some trees and let it naturally rejuvenate. The leachate should just leach out and naturally repair itself.

Chris asked if once the costs are known, can they be discussed at PSAC before going to Council for a decision. Chris gets the feeling that everyone is very anxious about the indicative costs.

Mr Monson commented that whilst Council has to go through the process, we would need significant funding to remediate.

Mary commented that it would be good to plant some trees, install some paths and it would be a beautiful natural area.

Fencing has commenced during October 2019 and adjacent residents communicated with. The detailed site investigation continues.

It was resolved **that this information be received.**
f) Shearwater Village Business Group Meeting Update

At the PSAC meeting held 29th May 2018, it was resolved that the item be kept on the agenda as an ongoing matter, for any future updates from the Group.

Lyndsey advised there is a raffle over the long weekend at the Shearwater resort to raise funds for the 7 Day Makeover. Letterbox drop being conducted to raise awareness and seek volunteers. A Facebook post has been done seeking trade labour.

The General Manager advised that Council will be providing work experience placement participants to provide support during the Makeover. Council’s purchase of the land previously owned by the Weeks’ (2 & 4 Fairway Crs and 8 Club Dr) has settled. Steve queried what Council is going to do with the land? The General Manager discussed some of the ideas that Cr Metske had. Cr Metske commented that her vision for the front 2 blocks was for a nature-based play area that gives family another reason to visit the Village, without being another “factory made” plastic playground. Cr Metske and the General Manager commented that some projects/priorities for utilization of the land may be identified through the 7 Day Makeover.

Mary commented that the History Group discussed the purchase of the land at their recent meeting and have suggested that the rear block be allocated to a purpose-built facility for the History Group. Mary also believes that there needs to be a plan for the whole area across the 3 blocks.

Lyndsey advised that the old newsagency building will be the coordination point for the Makeover.

It was resolved that this information be received.

g) Removal of Rice Grass

At the PSAC meeting held 29th May 2018, it was resolved that it be recommended to Council that they lobby, on behalf of the community, as many Government agencies as possible, to fund rice grass management in the estuary and Panatana Rivulet “Muddy Creek”.

Mr Monson advised that Council has made a list of Federal Government commitments. Mr Monson met with Mike Brindley, Regional Development Coordinator from Regional Development Australia, to discuss Council’s projects, including this matter.

Council met with the Premier and Regional Cabinet on Tuesday 20th August and presented their list of priority projects for the Municipality. Removal of Rice Grass – Rubicon Estuary is listed in the Priority Projects document with the following request from Council to the State Government:

“Council has secured a $260,000 commitment from the Federal Government and seeks a similar $250,000 commitment from the State Government to significantly contribute towards removal of rice grass from the Rubicon Estuary”. Council is still waiting to receive the funding.

Gavin Pearce MP attended a meeting on Thursday 3rd October to view the Performing Arts Hub and Camp Banksia. Mr Monson raised the Rice Grass issue with Mr Pearce at this meeting.

Council’s Manager Infrastructure & Assets, Jonathan Magor advises that an inception meeting was held on 17 October with Dr Rachel Brown, Council and NRM representatives. Priorities have been identified:

1. manage further outbreaks in lower reaches where recent works have occurred
2. seek approvals for aerial spraying
3. initiate ground based spraying in upper section of the estuary
4. aerial spray upper reaches following receipt of approval and
5. reporting / development of long term management plan.

The $260K Federal Government election commitment will be provided to the Cradle Coast NRM Group for them to manage the issue. Dr Rachel Brown is working with the Cradle Coast NRM Group on this matter. Council have asked State Government to match the Federal commitment, however no commitment has been made from the State as this time.

It was resolved that this information be received.
8. AGENDA ITEMS FOR NEXT MEETING – 26TH NOVEMBER, 2019

Agenda items will be accepted by the Executive Assistant up until 15th November, 2019.

Meeting closed at 4.48pm.

9. MATTERS PENDING / ACTION LIST

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<tr>
<td>September 29th, 2015</td>
<td>Alexander Street / Port Sorell Main Road Entrance to Shearwater and Port Sorell Areas</td>
<td>Cr Dennison mentioned that this topic should be considered in 2016 when discussions on forward strategic planning are taking place. Cr Dennison asked when this will occur. The General Manager said Council will engage Wendy Morris to do this and Council will also review the Strategic Plan, perhaps in October when council review other projects. An allocation has been made in the draft budget. The General Manager also advised a route is planned (the idea is to do this in conjunction with subdivisions over time as less cost involved). Council has also upgraded Hawk Hill Road. Emergency services are aware of Hawk Hill Road exit point and there have been reminders included in the community newsletters. Steve Bush asked in a situation where an accident occurred at the roundabout and blocked off the road, could an emergency track on side be developed? It was advised that the land on the corner is privately owned.</td>
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<tr>
<td>May 31st, 2016</td>
<td>Community Bush Fire Mitigation Plan</td>
<td>It was resolved that this issue be further discussed at the October 2017 meeting. TasFire have been working with residents in the Squeaking Point area and will continue working with communities down their list of priorities. In the meantime, Council will continue to manage landholdings in the Port Sorell in consultation with TasFire. May 2019 fuel reduction burn completed in Rubicon reserve. Burn planned and scheduled for Lucks Reserve subject to favourable conditions and contractor availability. Tasmanian Fire Service have developed a burn plan for the Pitcairn Bush Reserve and will undertake when resources and conditions allow. Lucks Reserve fuel reduction burn completed in June.</td>
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<td>May 2nd, 2017</td>
<td>Participation in Keep Australia Beautiful – Tidy Towns Award</td>
<td>It was resolved that the item be moved to matters pending and be revisited in two years.</td>
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<td>May 29th, 2018</td>
<td>Land release proposals in Port Sorell area</td>
<td>Mr Bush commented that the real problem is the lack of availability of suitable land to build on ie. no rocks. Local builders are frustrated as there is no useable land available and are leaving the town and going elsewhere for work. Council is knocking back subdivisions as they believe there is enough land released, however it is not useable. There is a lot of development happening in Latrobe but not in the Hawley/Port Sorell area. The price of land has increased and that added with the cost of building on rocky foundations, puts added financial pressure on potential home builders. Discussion was had regarding the rules relating to subdivisions under the current Planning Scheme. Mr Monson will ask Council’s Strategic Planner, Mrs Sharon Holland, to do an audit of current and potential useable land stock for the area when she returns from leave and provide feedback from the audit to PSAC. It was resolved that this information be received, and the item be revisited when feedback is provided from Council’s</td>
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11th November, 2019
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| March 26th, 2019 | Port Sorell Transfer Station | Mr Monson advised that none of the new site options in Port Sorell for a new transfer station will be compatible with the new Planning Scheme due to conditions such as buffer zones etc. The options are now:  
  - Keeping the transfer station where it is; or  
  - Building a new transfer station in Wesley Vale to service the whole of the Latrobe municipality;  
  - Or closing down the existing and with the approval of the Devonport City Council, transferring waste to the Spreyton transfer station.  

Norris McNamara commented that he believes Council need to have costings relating to possible alternate tip sites made available to the community, so they have a clear understanding of what it might cost them as a ratepayer. Norris’s comments were supported by the meeting.  

It was the feeling of the meeting that they want Council to progress the rehabilitation of the old tip site to a modern transfer station at the existing site, including previous recommendations to plant out the border of the site with trees.  

At the PSAC meeting held 29th May, it was resolved that the Committee await the release of the Port Sorell Strategic Plan Review report and then consider making a recommendation to Council about providing costings of alternative waste transfer station sites to the community, which may include using a section of the current land fill site for a modern transfer station.  

A copy of the draft outcomes report can be viewed at Council’s office and also on its website at www.latrobe.tas.gov.au.  

Mr Richardson asked if no action is taken, how long until the tip site is filled up and it’s too late? Mr Monson commented that he doesn’t feel the State Government will come and close the transfer station, but Council does need to start planning. Whilst the transfer station continues to operate as it is, the storage capacity is ok as the majority of the waste is taken away.  

At their Workshop held 25th February, Council discussed the possible cost savings operating a single waste transfer station and agreed to take no further action for at least 12 months when more information will be available regarding the rehabilitation of the Port Sorell landfill site and the Cradle Coast Waste Governance review.  

Discussion was had about the refund scheme other states of Australia have implemented for recycling plastic takeaway containers/bottle etc.  

Norris McNamara queried if there is anything in the pipeline for the proposed Wesley Vale Waste Transfer Station. The Mayor commented that one 11entralized waste transfer station for all residents across the municipality as opposed to some residents using Port Sorell and some travelling to Spreyton has been identified as an option. However, the Council has now decided to hold off considering any options for an approximate 12 month period.  

Matthew Tilling-Shakoff queried if having a weekly kerbside waste collection, would have less impact on the Port Sorell Transfer Station? He commented that younger families have a greater need...
for a more frequent service than retirees. The Mayor spoke about the financial implications of increasing the kerbside collection frequency as well as retaining a waste transfer station.

To be revisited in 12 months.

It was resolved that this information be received and the item be moved to items pending for a 12 month period.

May 28th, 2019

Hawley Beach

At the Port Sorell Community Information Evening held on 7th March, community members raised matters relating to:

- Directional traffic flow along Hawley Esplanade
- Shared pathways
- Vegetation
- Dogs

Chris Mole has suggested that the above matters might be the subject of ongoing discussions and requests that Hawley Beach be kept on future agendas so that PSAC can be kept advised of and can contribute to developments.

Mr Magor advised that some concepts are being developed for a shared pathway along Hawley Esplanade which will be considered by Council which will then follow with consultation with potentially impacted residents and then the wider community. The Mayor commented that Council will need to consider the impact the alternatives of traffic management along Hawley Esplanade may have on residents. Mary Buchanan commented that traffic flow along Hawley Esp has been an issue for 50 years and Council needs to make the matter a priority.

The Mayor spoke about Mary Buchanan’s suggestion at the Community Information Evening regarding engaging a consultant to assess and provide advice as to the future management of foreshore vegetation.

The Mayor advised that Council discussed the draft amended Dog Management Policy at their Workshop held 25th March. The Policy is to be finalised and endorsed by Council.

Mary questioned the availability of the Animal Control Contractor and the amount of time spent policing in the area? The Mayor commented that the contractual terms of the Animal Control Contractor is to be reviewed by the General Manager in conjunction with the Dog Management Policy review.

Mr Magor has sought a proposal from Pitt and Sherry to develop a concept for Hawley Esplanade suitable for consultation. Council’s Manager Assets & Infrastructure advised that clarifications have been provided to Pitt & Sherry during May 2019.

The General Manager provided an overview of the history relating to the matter. Norris explained that he has discussed the possible option of the road being made one way with some residents in the area and expressed concern on their behalf that a one way road and the installation of speed humps would increase hooning along the road.

Feedback from the community will be sought after Council considers a concept plan currently being developed by Pitt & Sherry.
It was resolved that this information be received and the item be moved to pending items for further updates.

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<tr>
<td>May 28th, 2019</td>
<td>Club Drive</td>
<td>At the February 2019 meeting, it was suggested that a white centreline be installed in Club Drive from Alexander Street to Quinlan Crescent to highlight Club Drive as being an arterial road to the Village. Council staff were asked to consider and advise PSAC of the outcome.</td>
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<td>Council’s Operations Manager advised that staff have programmed the works for all intersections with Club Drive to be line marked with Give Way hold lines.</td>
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<td>The Mayor advised that the pavement in Club Drive is scheduled for replacement and at their Workshop held 25th March, Council suggested that staff consider whether the line marking should be undertaken prior to the re-pavement or wait until the re-pavement works are undertaken on Club Drive.</td>
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<td>Ted Melvin suggested a large sign be installed on the corner block (Council owned land) at the roundabout of Club Drive/Alexander highlighting that there is a Village/shopping precinct down Club Drive. The Mayor commented that ideas like that will be considered by the retailers when working with David Engwicht.</td>
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<td>Glen Miles commented on decorative/coloured signs that have been raised with Council previously.</td>
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<td><strong>Actions</strong> –</td>
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<td>Council staff to consider the installation of a centreline in Club Drive immediately following reconstruction works currently planned for the 2019/20 financial year, or if appropriate, in conjunction with scheduled linemarking work in the vicinity; and</td>
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<td>Council staff further consider the possibility of a suitable artistic sign promoting the Shearwater Village on the north-western corner of the Alexander St / Club Drive junction be included as part of the 7 day makeover project.</td>
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<td>At the PSAC meeting held 26th March 2019, it was resolved that this item remain on the agenda for further updates on the line marking and signage.</td>
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<td>Mr Magor advises that Action item 1 has been noted by the Infrastructure and Assets Department.</td>
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<td>Club Drive sign on Alexander St (green &amp; white sign) has conflicting distances, 500m on the right (to the Village) and 350m on the left (to the Aged Care Home). Is the sign to indicate the distances to Club Drive or to indicate the distances to the Village and to the Home? <strong>Action</strong> – Council staff to investigate.</td>
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<td>Mr Magor advised that the 350m and 500m is the approximate distance in Club Drive from the Alexander St roundabout to the aged care centre and village respectively.</td>
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<td>It was acknowledged that matters relating to Club Drive will be incorporated in the 7 Day Makeover Program.</td>
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<td>It was resolved that this information be received and the item be moved to items pending for future updates.</td>
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<td>May 28th, 2019</td>
<td>Water Fountains and</td>
<td>Following discussions/request at a previous Council Workshops, Mayor Freshney sought feedback from Councillors in relation to the placement of water fountains across the municipality. Councillors further discussed the matter at their Workshop held</td>
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<td>Showers</td>
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25th September where Council’s Manager Infrastructure & Assets advised that an audit of existing water fountains has been completed. The only existing fountain is at the Surf Club supplied by TasWater. The skate park installation was abandoned due to ongoing vandalism. All installations should use existing connections and TasWater metering. He suggests considering near showers at Taroona Street beach area, Freers Beach near Freer St and Port Sorell Boat Ramp. Other suitable sites are near toilet blocks or the Bark Hut at Bells Pde. Cost per unit is likely to be $2500 to $5000 depending on units chosen and proximity to water supply.

Council sought feedback from PSAC on areas/locations they would like considered for installation of a water fountain.

Norris McNamara suggested that a couple of PSAC members be nominated to collate feedback and report back to the Committee on proposed locations. Norris McNamara, Chris Mole and Jennifer Smith were nominated and accepted.

At the 30th October 2018 meeting, it was resolved that Norris McNamara, Chris Mole and Jennifer Smith be nominated to collate feedback from PSAC members respective community organisations on suggested ideal locations/areas for drinking fountains and report back to a future PSAC meeting.

It was recommended at the 27th November 2018 meeting that the following list of suggested locations provided by PSAC’s Water Fountain Working Group be referred to Council Officer’s for feasibility assessment and consideration:

- **Hawley Beach**
  - Year round dog walking area, southern access car park or along by the toilet block.
  - Hawley Esplanade / Sankey Street, grassed area between the carpark and beach.
  - Little Beach at the end of Taroona Street, near BBQs.

- **Shearwater**
  - Beach end of Freer Street where it joins Shearwater Esplanade, in the sealed car park area.
  - Southern end of Shearwater Esplanade, where the Esplanade ends and the walking track starts.
  - Cr Metske has suggested Shearwater Village for people to be able to refill their bottles instead of purchasing new ones and contributing to landfill.

- **Port Sorell**
  - At the beach end of Anderson Street, on the new path, in between a new seat and existing beach access.
  - At the beach end of Rice Street in the area of the car park and pontoon.
  - Near the rotunda at the corner of Meredith Street and East Esplanade which is between the Rice Street pontoon and boat ramp.
  - Either end of Mary’s Creek bridge.
  - Panatana Park, swimming pool area.
  - Either end of the walking bridge over Panatana Rivulet to Squeaking Point.

Council’s Manager Infrastructure & Assets, Mr Magor, advises that if agreeable, PSAC should establish priorities and Council’s
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<td>Buildings &amp; Facilities Coordinator would further investigate for consideration in the 2019/20 budget:</td>
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<td><strong>Hawley</strong></td>
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<td>Should only consider in the general vicinity of the four toilet blocks in Hawley to avoid additional ongoing service charges from TasWater. Locations are:</td>
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<td>a) North of Vine Street (opposite Hawley House)</td>
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<td>b) opposite 40 Hawley Esplanade (between Sankey Street and Hugh Street)</td>
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<td>c) opposite Taroona Street and d) opposite Frederick Street.</td>
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<td>Mr Magor suggests opposite Hawley House which is 1.6km from the Surf club.</td>
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<td><strong>Shearwater</strong></td>
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<td>Mr Magor advises there are no current Council water meters along Shearwater Esplanade, however the southern end near Princess Place should be avoided as it is the end of the watermain and is more likely to become stagnate or have sediment build up.</td>
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<td>Mr Magor’s suggested preference is for near Freer St which is 600m from the Surf Club.</td>
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<td>In relation to Shearwater Village, Mr Magor’s suggestion would be near the toilet block/skate park which is the only metered water supply owned by Council in the Village.</td>
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<td><strong>Port Sorell</strong></td>
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<td>Mr Magor suggests the following:</td>
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<td>Consider at the northern end of Rice Street and connecting to the caravan park supply. This is 1.3km from Freer Street.</td>
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<td>Consider connecting to existing supply near the boat ramp toilet block which is 800m from Rice Street.</td>
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<td>Consider connecting to existing supply in Panatana Park which is 600m from the boat ramp.</td>
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<td>Chris Mole commented that the Water Fountain Working Group felt all the suggested locations were worthy of consideration by Council. It was suggested that Council staff could provide costings for all suggested locations, including a design of the proposed fountain to show its functionality (ie. Is it just a fountain, can you fill a drink bottle, does it include a dog bowl etc), so PSAC can further consider and make recommendations back to Council on their suggested priority locations.</td>
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<td>It was suggested that Council don’t install dog bowl facilities at “no dog” beach areas.</td>
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<td>Council’s Manager Infrastructure &amp; Assets, Jonathan Magor, has suggested to Chris Mole that it was not an intention to install fountains at all sites identified but to highlight the most practical locations from a water supply perspective. Mr Magor suggested Council may consider a fountain in each of the 3 areas initially (ie Port Sorell, Shearwater and Hawley) for the 2019/20 budget and requests the Working Group put forward their shortlisted preference for location and design. $15,000 has been flagged for budget consideration and Council’s Buildings and Facilities Coordinator informed of the likelihood.</td>
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</table>
Chris Mole has provided the below photos of a fountain at Pier 1, Ulverstone, for consideration for our area.

This type of fountain provides for people to drink from and fill their water bottles and has a tipping dog bowl.

Jenny Smith, Norris McNamara and Chris Mole met to continue discussions about water fountain locations. The intention was to recommend three sites along the foreshore, however Cr Sommer Metske suggested consideration of Shearwater Village which the Working Group have included together with three foreshore locations, making four sites in total. The Group have endeavoured to space the fountains out along the foreshore but also include the Village.

The sites recommended are –

• Hawley Beach – at the Sankey Street car park, open area.
• Shearwater – in the village probably in the vicinity of the skate park and toilet block.
• Port Sorell – at the foreshore end of Rice Street.
• Port Sorell – at the Panatana Park reserve.

Mr Magor has also advised Chris Mole, that at a recent Council Workshop, it was asked if the Water Fountain Working Group could also consider incorporating showers at appropriate sites. Where practical showers and drinking fountains sites should be in close proximity to each other and share a water connection.

The Mayor thanked the Working Group for the work undertaken in identifying the preferred water fountain locations.

At their meeting held 26th March 2019, it was resolved that –

1. PSAC consider and make recommendation to Council for their consideration, the appropriate sites for incorporating showers; and
2. It be recommended to Council that a budget allocation of approximately $20,000 be considered in the 2019/20 financial
year to install four drinking fountains similar to those pictured, at the sites identified by the Working Group.

Mr Magor advises that recommendation 2. Relating to the budget allocation was endorsed by Council at their April 2019 meeting, with an intention to make a budget allocation in the 2019/20 financial year.

Chris Mole provided the following information, out of session, prior to the meeting:

“The sites recommended by Jenny Smith, Norris McNamara and myself for water fountains were – Hawley Beach / Sankey Street, Shearwater Village, Port Sorell / Rice Street and Port Sorell / Panatana Park. Jenny and I both away at the moment.

In respect of these sites here are observations made today by Linda Marie Barnes for consideration.

Hawley Beach / Sankey Street already has a shower column.

Shearwater Village is not applicable.

Port Sorell / Rice Street, a shower column could be useful here, more likely to be used by caravanners than locals.

Port Sorell / Panatana Park. This is a freshwater pool, BBQ area site rather than a beach site. I agree with Marie than the cost might not provide benefit here.

If Council is able to fund more water fountain sites in future years, they may be suitable for shower columns at the same time”.

The General Manager advised that at Council’s budget deliberation meeting held 29th April, Cr Allison suggested that Council increase their budget allocation for water fountains.

Glen commented that a shower at the end of Anderson Street may be suitable as a lot of people are accessing the beach off Anderson Street, including people walking their dogs. Glen believes Anderson Street would be more appropriate than Freer Street. Glen has also received complaints that there is no toilet block between the Surf Club and the Caravan Park. Discussion was had about the need for public toilets in the Shearwater area and the previous objections Council received to building public toilets along the foreshore in Shearwater.

Action – Council staff to retrieve the representations previously received against public toilets in Shearwater.

Mary commented that the original idea was to have public toilets half way between the Surf Club and the Caravan Park.

Mr Magor advised that Council is awaiting the 2019/20 budget allocation prior to the Building & Facilities Coordinator progressing the installation of the water fountains.

It was resolved that this information be received and PSAC await the installation of the water fountains before further considering appropriate sites for incorporating showers.

Councils Building and Facilities Officer is progressing fountains that include bubblers, bottle fill and dog bowls.

June 25th, 2019

Public Toilet Facilities – Shearwater

At the PSAC meeting held 30 April 2019, discussion was had (in conjunction with drinking fountains/showers) about complaints Glen Miles has received that there is no toilet block between the
Surf Club and the Caravan Park. Discussion was had about the need for public toilets in the Shearwater area and the previous objections Council received to building public toilets along the foreshore in Shearwater.

Mary Buchanan commented that the original idea was to have public toilets half way between the Surf Club and the Caravan park. It was requested that Council staff retrieve the representations previously received against public toilets in Shearwater and list the item for discussion at the next meeting.

At their meeting held 11th October 2010, Council received the Shearwater Park Development Plan – Draft Final Report and adopted the Plan as its guide for future development and public use of the area subject to detailed finalisation of the Report recommendations at the time of implementation. The Shearwater Park Development Plan Final Report – September 2010 was provided to PSAC at their meeting held 28th May 2019 which included a summary of the consultation results. Among other meetings and interviews, the consultation included a public information evening with 58 attendees and 16 submissions feedback from a community consultation process.

One of the key components of the Shearwater Park Development Plan included:

*Provide a toilet block in the southern section of the reserve, appropriately sited to reduce visual impact on adjacent residences.*

Council further recommended that Council further investigate the construction of a toilet facility between Dumbleton Street and Anderson Street as need is determined (potential school siting, increased usage of Shearwater Park, Port Sorell growth).

Dudley suggested that the end of the Esplanade would be a good option.

**Action** – The General Manager to retrieve information on water/sewerage services at the end of Anderson Street and the Esplanade.

Council’s Infrastructure & Asset Team have advised that there is only a pressure main near the foreshore that can't be tapped into. The only possibility for a toilet block using the existing infrastructure, would be the end of Freer Street. The below maps identify the water and sewerage services available:

*Anderson Street – Shearwater Esplanade*
At the meeting held 28th May 2019, it was resolved that PSAC members seek feedback from their respective community groups on suggested locations for a toilet block in Shearwater and further discuss options at the June PSAC meeting.

The General Manager advised that a toilet block could be constructed at the end of Shearwater Esplanade providing an extension can be made to connect the sewer to the reticulated system.

Mary commented that as there is one at the Caravan Park, surely Freer Street is close enough to half way. Freer Street was the location that received a lot of negative feedback from the last community consultation process.

Helen queried if a toilet block could be incorporated with the Camp Banksia development. Cr Allison suggested that perhaps a toilet block could be installed at the foreshore end of the Camp Banksia site.
<table>
<thead>
<tr>
<th>DATE</th>
<th>ISSUE</th>
<th>COMMENT</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Steve commented (which was supported by Lyndsey) that Council would still have a battle to get the residents at Freer Street to be supportive. Kevin commented that he doesn’t believe there is a need for another toilet block considering the facilities already available. Norris supported Kevin’s comments. Norris suggested that an arrangement could be made with the Caravan Park that cleaning costs are portioned so the public can access the toilets at the Caravan Park. It was resolved that the matter be held over (approx. 12 months) for further consideration pending the outcome of the Port Sorell Surf Club development.</td>
</tr>
</tbody>
</table>

PLEASE NOTE: Shaded items will be deleted off the next Action List.

BACK TO AGENDA
LATROBE SPORT AND RECREATION MANAGEMENT COMMITTEE

Minutes of the Latrobe Sport and Recreation Management Committee meeting, held at the Latrobe and Districts Youth Centre, on Wednesday, 30 October 2019 commencing at 5.30pm.

1. Attendance:
   Cr Gerrad Wicks (Chair)
   Cr Vonette Mead
   Wayne Jaffray (Caretaker)
   Stephen French (Latrobe Cricket Club)
   Bonnie Hingston (Latrobe Tennis Club)
   David Richards (Latrobe Federal Band)
   Adam Jeffrey (From 5:40; Sassafras Cricket Club)
   Carolyn McLennan (Latrobe and Districts Youth Centre Management Committee)
   Clinton O’Keefe (Building and Facilities Coordinator)
   Darren Nicolle (Community Representative)
   Sally Stubbs (Business Support)
   Bella Thomas (Business Support)

   Apologies:
   Gavin Woodcock (Latrobe Football Club)
   Simon Elliott (Latrobe Bicycle Race Club)
   Chris West (Latrobe Croquet Club)
   Rick Rockliff (Community Representative)
   Jason Sims (Latrobe Works)

2. Introduction to new Business Support officer
   The Committee welcomed new Business Support Officer, Ms Bella Thomas. Ms Thomas will be taking over administration of the Committee from Ms Stubbs in future. The Committee thanked Ms Stubbs for her work, particularly behind the scenes organising staff and undertaking tasks.

   It was resolved that Ms Stubbs’ contribution be noted.

3. Confirmation of Minutes
   The minutes of the previous meeting were provided with the agenda

   It was resolved that the minutes of the LSRMC meeting held on 25 September 2019 as circulated be confirmed as a true record of the business transacted.
4. Finance Report

A finance report has been supplied. Mr O’Keefe noted that the financial reporting format still needed work. Reporting will eventually be modified to a more standardised form, similar to that of the old Civica software. Some cost centres do not make sense however the totals of the revenue and expenditure are considered to be correct.

Mr O’Keefe advised that the priority for the finance department staff was to complete the EoFY accounts and estimated that a customised reporting format may be available near the end of the year. Mr O’Keefe commented that external resources were being considered to help with financial reporting. It was suggested to email any queries about the financial reports directly to Mr O’Keefe.

It was resolved that the finance report be noted.

5. LBRC

Mr Noel Pearce attended the Council offices to inform that the LBRC has engaged a land surveyor to undertake a track survey at the recreation ground due to queries regarding the legitimacy of the length of the track. A site meeting was held Tuesday, 21 October to discuss the process and a quote received. The LBRC will update the committee with any relevant information if required.

It was resolved that this information be noted.

6. Perkins Park upgrade

Irrigation works have been completed and the site fence has been removed. TasWater contractors have installed the RPZD on the boundary, which is awaiting a cage fitting.

Sassafras has asked for the vehicle entrance apron on the southern side of the clubroom to be sealed. The club will provide labour and materials to box up and pour the slab, with Council paying for the concrete. The club will also seal the northern pedestrian entrance from Gilbert Street.

The centre wicket was yet to have synthetic grass installed. This work is programmed to be undertaken at any time in the next week. A 9mm synthetic turf will be fitted.

More dirt had been placed where the drains had sunken. Fertiliser and grass had been sown. A couple of holes at the edge required filling, and it was estimated that the upgrade would be completed within the following two weeks.

It was resolved that this information be noted.

7. Changerooms

At a previous meeting, Mr French discussed creating a sub-committee or focus group to look at basic requirements for the entire area and then having concept drawings prepared for an overall vision of the Latrobe Sport and Recreation area before making any major decisions on sports facility upgrades. The Chairman will
need to set Terms of Reference for the sub-committee, appoint stakeholders and will need to be endorsed by Council.

The committee discussed the need for a formal sub-committee, and thought it would be more practical to run with a focus group. Mr French suggested that there had been a misunderstanding of intentions, and advised that changeroom and toilet facilities would be required at Perkins Park as well as the Recreation ground. Mr French commented that his initial intentions of a facility that serviced multiple clubs would still be advantageous to the future of the community. He suggested that future planning was necessary, and a larger scope of works needed to be considered.

It was suggested that concept drawing for multiple changerooms and umpire facilities could be drawn up to highlight priorities of the clubs. Ms Hingston queried whether the changerooms would be available for use by the tennis club, and it was suggested that they could be used by all the clubs.

Mr Jeffrey suggested that a workshop for brainstorming with a concept designer could be advantageous. Mr O'Keefe noted that it would be important not to be duplicating assets. Cr Mead commented that negotiations were necessary, and a meeting could be set up as a priority to keep the process moving.

A focus group is to be formed with members from all the clubs in order to increase participation numbers and advocate that the facilities are being outgrown from the community. Cr Mead, Mr Jaffrey, Mr French and Mr Jeffrey all suggested that they could be part of the focus group, and it was advised that other clubs could be engaged to provide their support to the focus group. It was thought that using Amanda Wilson as a facilitator would be ideal, given her previous experience with the rec ground. Mr French also suggested Lachlan Walsh as a draftsman with an interest in this area. Mr O'Keefe noted funding was set aside in the current budget to undertake scoping works.

It was resolved that a subgroup be formed, and a facilitator and designer be sourced to progress work.

8. Bosworth Park

Footpath and landscaping works are currently in progress, still waiting for TasNetworks to complete the new mains connection.

At the 18 September Council meeting, the committee’s motion to form a sub-group for the Dog Park was endorsed. The Chairman will need to set Terms of Reference for the sub-committee, appoint stakeholders and will need to be endorsed by Council. Discussion was had regarding the requirements for a sub-committee, resolving in the suggestion of a focus group instead.

Richard Sands has completed the survey work of the site, with the information now with Chris Martin to undertake the detailed design work for the road widening. It was noted the Telstra/NBN lines will cause design changes or additional expense to relocate. The design of the dog park will be reliant on the outcomes of the road/parking design.

At a previous meeting, Mrs McLennan has suggested placing a memorial seat in memory of John Bosworth. Council endorsed the thoughts of this committee to erect the memorial, and Mrs McLennan suggested that the Bosworth Family
endorsed the idea also. Query was made regarding Rotary’s involvement in the project and Mrs McLennan suggested that no answer would be given until the next meeting. Planning will be held off for the time being.

The committee discussed the use of Bosworth Park and the cemetery boundary by children on bicycles. Cr Mead suggested that the proposed stabilised gravel circuit from the Master Plan could be brought forward and constructed to further advocate usage of the park. It was requested costings be undertaken to assess and possibly request amendment of the budgets.

It was resolved that progress on the Bosworth Park Master Plan be noted.

9. Band room

No negative feedback was received from the band practice at St Luke’s Church. To avoid a potential conflict of interest, Council is engaging an independent land use planner to undertake an assessment of the site against the permitted use of the planning scheme. Once this is completed, Council will decide on further options.

It was resolved that this information be noted.

10. Tennis Courts

New line marking had been completed on the tennis courts. The president of the Latrobe Tennis Club Inc recently sent a letter of thanks to Council and the Committee for undertaking the works.

It was resolved that this information be noted.

11. Wicket Square

Last meeting the wicket square had been widened to accommodate two new wickets. The ground is prepared for competition use next month. New covers had been ordered, with the club selling the existing covers to the Sheffield cricket club. The club had completed all paperwork to invoice Cricket Australia.

It was resolved that this information be noted.

12. Cricket Nets

The Picton Grange cricket nets had been subject to vandalism during the recent school holidays. Children climbing on top of the nets resulted in a major tear over the synthetic wickets. This was repaired but a return visit resulted in several smaller tears and a major sag in the roof netting over the turf wicket. During the inspection, it was also noted the baseplates on the two northern corner posts had failed, requiring replacement. Council’s engineers attended, also recommending a central post be installed, taking the strain of the roofing load and limiting the droop of the roof net. Additional cross bracing wires will be installed, and the external posts constructed of heavier gauge materials.

The nets have been in use for 3 seasons and have not functioned correctly since their inception. The design and materials used are not considered suitable for the physical size of the nets. Ground staff and Latrobe cricket members have spent countless manhours trying to make the nets workable. Council has spent several
thousand dollars each season to get the nets serviceable, with limited long-term result.

Mr French suggested that the current roof netting be removed and a fixed/solid roof structure be installed at the top of the posts, covered with wire mesh in lieu of the synthetic netting to reduce damage to the nets by vandals and to address the sagging problem.

Mr French queried the cost benefits of continually trying to make good the nets that are acknowledged to be a faulty design. Mr O’Keeffe commented that there has been a significant investment in the nets to date, and it would be worthwhile to keep working on the current proposal to try and get the nets serviceable for the current season.

The fixed roof idea has merit, as there is no way of keeping children from climbing the structure and locking the nets up was considered the least favourable solution, as the nets were intended for use by the community.

It was resolved that this information be noted.

13. Carpet in football clubrooms

At the August meeting, the Latrobe Football Club requested the carpet in the main function rooms be replaced. The club has previously received a supply and install quotation of $10,400. The club had recently received a quote for $5000 for supply only, with club members proposing to undertake the installation to save on costs. It was noted that this price was a significant cost saving, with the supplier being a club sponsor. The committee discussed at length the recent social media comments regarding sponsorship, and the issues and expectations sponsorship funding creates between clubs, Council and the sponsoring companies.

Cr Mead expressed her disappointment in the recent incident, especially around the comments made by others who had no background knowledge of the issue. Mr O’Keeffe advised he had contacted the complainant the morning after the comments were posted, explained the situation and the comments were subsequently removed. It would have only taken a single phone call and there would have been no issue.

It was resolved that the Football Club carpeting be replaced under the existing maintenance budget.

14. Latrobe Croquet club fence

Council has approved the Committee’s request for additional funding to construct the croquet club fence with powder coated front rails and a PVC coated wire mesh. A Development Application has been approved and the Club will arrange for the contractor to undertake the works.

It was acknowledged that the lights may need repairing, however a crane would not be able to access the field until further into Summer due to the unsteady, damp earth.

It was resolved that this information be noted.
15. Keys

During a recent conversation, Mr French noted there is no current register for keys allocated to the cricket club. There is apprehension about who has keys to the buildings, with the football club previously expressing the same concerns. The committee has previously discussed the electronic access control system, but no decisions had been made regarding funding and timeframes.

Mr O'Keefe recommended that the Committee members consider identifying which doors would require this electronic access and queried the existence and location of a master key plan.

It was resolved that this information be noted.

16. Caretakers report

Mr Jaffrey commented that the local high school’s Sports Carnival was occurring on 14 and 15 November. The high school had advised Mr Jaffrey that use of the cricket club would not be required this year.

Mr Jaffrey questioned the damage to the fencing in front of the skate park. It was discussed that a local teenager had been causing issues around the town and was likely responsible for this damage. Mr Jaffrey requested that this fencing be removed. Mr Jeffrey also commented on the presence of the teen at the skatepark, suggesting that he had spoken to the family who had made claims that the situation was beyond their control. It was suggested that Mr Jeffrey could provide Mr O'Keefe the name of the individual, and the police would be notified in order to prevent any further damage or risk.

It was resolved that this information be noted.

17. Groundsman's Report

As the Groundsman was absent, no report was provided.

18. Club Reports

i) Latrobe Bicycle Race Club

Nil.

ii) Latrobe Federal Band

Mr Richards informed the Committee that Christmas carolling would begin at the start of December, and also advised that a concert was being held at Rubicon Grove in Port Sorell in the coming weeks. The AGM will be held next week.

iii) Latrobe Football Club

Nil

iv) Sassafras Cricket Club

Mr Jeffrey advised that the synthetic turf had been installed. Mr Jeffrey also requested that the fencing recently installed on Gilbert Street be extended down along Percival Street to avoid stray balls flying onto the street. This is the most likely area balls will get through. Cr Wicks suggested that costings could be done
for the price of extending the fence to the gate. The contractor who installed the fence has been engaged by the Croquet Club to undertake their work, and this may be done at the same time.

Mr Jaffrey queried the status of the electricity meters. Mr O'Keefe advised that the sub meter read only the clubroom, while the main meter read for the entire cricket ground usage. Mr Jaffrey suggested that he would be able to take readings in future. The cricket club may look to establish a twilight or evening match or social function as well.

v) Latrobe Cricket Club
Mr French advised that there were no updates from the Latrobe Cricket Club.

vi) Latrobe Tennis Club
7 members of the tennis club participated in the Australian Masters Games in Adelaide, winning 11 medals. Ms Hingston advised that the North West pennant league has recently begun, with Latrobe Tennis club hosting several games. Latrobe has 3 out of the 16 total teams in the league.

Ms Hingston advised that the club has also established a Hot Shots junior league. The Tennis Club had sent letters to local primary schools to increase awareness and participation rates. Latrobe Tennis Club was working with Tennis Tas to build numbers with their junior tennis teams, focussing on appealing to juniors throughout the summer.

Ms Hingston reported that the Latrobe Tennis Club membership numbers had grown to 65 members, up from 28 members only 2 years ago. The club is planning a gala day event during next year’s Australian Open. Ms Hingston commented that other clubs could possibly join the gala day to add to the celebrations.

vii) Latrobe and Districts Youth Centre
Mrs McLennan reported that the floors of the court have been cupping due to moisture. An investigation had been undertaken however the source is yet to be located. Discussion was had regarding possible solutions. It was suggested that the fans could be set to a time switch in order to move air more regularly than it was previously being done.

Several users have commented that the new scoreboard appeared to be too low, with the bottom part of the screen being blocked if onlookers are standing.

Mrs McLennan informed the Committee that the Under 22 women’s team had performed well. A game played the previous night had ended with an injury on court and an hour wait for the ambulance to arrive. The affected team will be competing again for a chance in the finals.

viii) Latrobe Croquet Club
Nil

ix) Community Representatives
There was concern regarding recent social media coverage of fishing wire being set across the tracks on Dooley’s Hill. There have been no reported injuries and only the one reported instance to date. It is assumed someone has taken umbrage
to mountain bike riders using the tracks, with the line being set at chest and not ankle height. The situation will be monitored.

It was also queried what the LBRC has done regarding the upcoming carnivals. Nothing has been heard to date and no LBRC rep has attended a meeting in 3 months.

19. Pending / Action Items

<table>
<thead>
<tr>
<th>DATE</th>
<th>ISSUE</th>
<th>COMMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>27th June 2018</td>
<td>Skatepark costings to be undertaken. User group meeting to be convened</td>
<td>Awaiting Bosworth Park plan finalisation</td>
</tr>
<tr>
<td>30th January 2019</td>
<td>Sassafras Ground Hire Agreement outstanding</td>
<td>Club to complete and return</td>
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<tr>
<td>30th January 2019</td>
<td>MoU with Education Department</td>
<td>Contact details provided to Council.</td>
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<tr>
<td>27th March 2019</td>
<td>Grant for new toilet &amp; shower block</td>
<td>New focus group to be formed</td>
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<tr>
<td>31st July 2019</td>
<td>Key Register for the Maintenance Shed</td>
<td>Entire site to be reviewed</td>
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<tr>
<td>25th September 2019</td>
<td>Signs for Skate Park</td>
<td>Mr O'Keefe to organise</td>
</tr>
<tr>
<td>25th September 2019</td>
<td>Planting &amp; Seats for Bosworth Park</td>
<td>Mr O'Keefe to discuss with Rotary/Bendigo Bank</td>
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<tr>
<td>25th September 2019</td>
<td>Dedication seat for John Bosworth</td>
<td>Mrs McLennan to follow up with family</td>
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<tr>
<td>25th September 2019</td>
<td>Scoreboard plug needs to be secured</td>
<td>In progress</td>
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<td>25th September 2019</td>
<td>Water damage to lights in the Sassafras Cricket Rooms</td>
<td>Completed</td>
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<tr>
<td>30th October 2019</td>
<td>Budget for cycle track at Bosworth Park</td>
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PLEASE NOTE: Shaded items will be deleted off the next Action List for the next agenda.

Meeting concluded at 7.05pm. Next meeting 27th November 2019.

Cr Gerrad Wicks
Chairperson
# Latrobe Recreation Ground Operating Stmt September 2019/2020

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<th>Period Budget</th>
<th>Period Variance</th>
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<td>1,967</td>
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</table>
**Project: 100208 = Latrobe Recreation Ground - Kiosk (wet area)**

<table>
<thead>
<tr>
<th></th>
<th>100208-3104-61001</th>
<th>100208-3104-61121</th>
</tr>
</thead>
<tbody>
<tr>
<td>Materials - General</td>
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<td>426</td>
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**Project: 100209 = Latrobe Recreation Ground - Main Grandstand**

<table>
<thead>
<tr>
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<tr>
<td>Salary - Salaries &amp; Wages</td>
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<td>0</td>
<td>5,296</td>
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<td>Materials - General</td>
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<td>Contracts - Tree Surgery</td>
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<td>Property - Statutory Outgoings - Water Rates</td>
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Sub Total                | 17,152            | 39,994            | 22,842            | 57,988            | 119,982           | 61,994            | 479,928          
### Project: 100211 = Latrobe Recreation Ground - Score Board

<table>
<thead>
<tr>
<th>Item</th>
<th>100211-1001-63105</th>
<th>Description</th>
<th>100211-1001-63105</th>
<th>Description</th>
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</thead>
<tbody>
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<td>100211-1001-63105</td>
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### Project: 100212 = Latrobe Recreation Ground - Secretaries Office

<table>
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<th>100212-1001-63105</th>
<th>Description</th>
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<td><strong>Sub Total</strong></td>
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### Project: 100213 = Latrobe Recreation Ground - Storage Shed

<table>
<thead>
<tr>
<th>Item</th>
<th>100213-3104-60201</th>
<th>Description</th>
<th>100213-3104-60201</th>
<th>Description</th>
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<tbody>
<tr>
<td>100213-3104-60201</td>
<td>Job Costing Expense</td>
<td>33</td>
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<td>100213-3101-61001</td>
<td>Materials - General</td>
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<td>100213-1001-63105</td>
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### Project: 100217 = Latrobe Recreation Ground - Toilets, Eastern Side

<table>
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<tbody>
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<td>100217-3104-61001</td>
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### Project: 100220 = Perkins Park - Cricket Clubhouse

<table>
<thead>
<tr>
<th>Item</th>
<th>100220-3104-61121</th>
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<th>100220-3104-61121</th>
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<td>Property - Cleaning - Toilet requisites</td>
<td>0</td>
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<td><strong>Sub Total</strong></td>
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### Project: 100264 = Land Imp-Latrobe Recreation Ground

<table>
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<tr>
<th>Item</th>
<th>100264-3102-60201</th>
<th>Description</th>
<th>100264-3102-60201</th>
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</thead>
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<td>Job Costing Expense</td>
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<td>100264-3102-61129</td>
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<td>Property - Electricity &amp; Gas Charges</td>
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## Property - Statutory Outgoings - Water

<table>
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<tr>
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<th>Amount 1</th>
<th>Amount 2</th>
<th>Amount 3</th>
<th>Amount 4</th>
<th>Amount 5</th>
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<td>-212</td>
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<td>316</td>
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<td>-316</td>
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<td>Internal Plant Charges</td>
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<td>-24</td>
<td>24</td>
<td>0</td>
<td>-24</td>
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<td><strong>Sub Total</strong></td>
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<td><strong>26,492</strong></td>
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<tr>
<td><strong>Sub Total</strong></td>
<td><strong>51,912</strong></td>
<td><strong>79,988</strong></td>
<td><strong>28,076</strong></td>
<td><strong>151,476</strong></td>
<td><strong>239,964</strong></td>
<td><strong>88,488</strong></td>
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<tr>
<td><strong>Grand Total</strong></td>
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<td><strong>23,484</strong></td>
<td><strong>132,406</strong></td>
<td><strong>226,188</strong></td>
<td><strong>93,782</strong></td>
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</table>
BANKSIA FACILITIES MANAGEMENT COMMITTEE

A meeting of the Banksia Facilities Management Committee was held at Banksia Centre meeting Room B on Wednesday 16th October 2019 commencing at 10:00am.

AGENDA
1. Attendance
Cr Garry Sims (Chair)
Darrin Cunningham (Team Leader – Customer and Community Services)-10:40
Glen Miles (Community Rep)
Rob Atkinson (Community Rep)
Sonya Thorpe (Acting Banksia Facilities Manager)
Clinton O’Keefe (Building and Facilities Coordinator)
Sally Stubbs (Business Support)
Bella Thomas (Business Support)

2. Apologies
Cr Lesley Young
Cr Sommer Metske
Andrew Cock (Manager – Customer and Business Services)

3. Minutes
Last meeting minutes attached
It was resolved that the minutes of the Banksia Facilities Management Committee held on 4th September 2019 be confirmed as a true record of the business transacted.

4. Committee Terms of Reference
The Camp Banksia Facilities Management Committee operates under Terms of Reference which outline its responsibilities and proposes times when key decisions are to be made in Committee meetings. A Meeting Agenda guide is attached.
It was resolved that the Committee discuss the topics as listed.

5. Matters Pending/Action List

<table>
<thead>
<tr>
<th>DATE</th>
<th>ISSUE</th>
<th>COMMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>23 Feb 2017</td>
<td>Stormwater</td>
<td>A culvert will be placed on the area adjacent to the pond and additional fill will be placed in that area to reduce water pooling. On hold pending outcome of Future Directions report.</td>
</tr>
<tr>
<td>21 Sept 2017</td>
<td>Proposed solar photovoltaic</td>
<td>Options for solar power generation were considered. The Building and Facilities Officer took the action to obtain price guides from HEG and DMS to be</td>
</tr>
<tr>
<td>DATE</td>
<td>ISSUE</td>
<td>COMMENT</td>
</tr>
<tr>
<td>----------------</td>
<td>------------------------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>24 May 2018</td>
<td>Banksia Centre hire rates</td>
<td>A copy of the hire agreement, including with U3A, is to be reviewed by Committee. The Committee will consider hire rates for casual and longer-term users, including the option for equipment hire charges. This was held over, awaiting the outcomes of the Future Directions report.</td>
</tr>
<tr>
<td>9th August 2018</td>
<td>Cabin Door Hardware</td>
<td>New hardware trialled and found unsuitable. Mr Atkinson considers replacement a priority due to the risks. On hold pending outcome of Future Directions report.</td>
</tr>
<tr>
<td>18th October 2018</td>
<td>FMP to be reviewed</td>
<td>Ms Bell and Mr O'Keefe to review and combine facility management plans for presentation to the committee. Mr O'Keefe to progress after a 12 month delay</td>
</tr>
<tr>
<td>4th September 2019</td>
<td>EWP access for stadium</td>
<td>Funding to construct a new side entry door for EWP access approved at the October Council meeting</td>
</tr>
<tr>
<td>4th September 2019</td>
<td>GM to query status of grant funding application</td>
<td>A request was sent to the Commonwealth, but no update was available from the grant reviewers. A meeting was held onsite on the 3rd October between Council and Government representatives. Indications are the review is still in progress but no guarantees of funding were made.</td>
</tr>
<tr>
<td>16th October 2019</td>
<td>Table tennis wheels marking court surface</td>
<td>Source non-marking wheels for tables</td>
</tr>
</tbody>
</table>

6. Resignation of Banksia Facility Manager

Sam Bell has resigned from her position as Manager at the Banksia Centre effective Friday 11th October. Sam’s dedication to the operations of the facilities and strong leadership and management skills over the last 6 years have been a valuable asset to Council and she will be sorely missed. Sam will unfortunately miss out on overseeing future development and upgrades to the site, which she has advocated passionately.

Sam is pursuing a new business venture in East Devonport and she vacates the role with the committees’ thanks and best wishes. Sonya Thorpe will step up to the role while Council advertises for a replacement facility manager. A morning tea was recently held at the Camp, with Cr Sims and Mr Cock both thanking Ms Bell for her dedication. Sam has offered her assistance on a casual in the short term with future camps while the position is being filled.

It was resolved **that this issue be noted.**
7. Port Sorell Tennis club presentation

Port Sorell tennis club members attended the September Council Workshop to present their plans for a proposed tennis club upgrade, focusing on relocating to the Camp Banksia site. Costings are estimated close to $2 million dollars, with construction to be staged over a number of years. The club’s proposal would see the front carparking and the high ropes course in the master plan relocated, which would allow the footprint of the proposal to fit within existing title. This would also see the “rage cage” multipurpose area deleted on Anderson Street to make way for the relocated high ropes course.

The proposed location appears to “constrict” assets at the front, and crosses over a road reserve area. More thought is needed on positioning, and it might be worth discussing a lease with the Crown for the strip of land adjacent to provide some space. It is also noted that the design and fitout could be adjusted, and generic building materials utilised, to reduce costs.

After the September workshop, Council requested a report from the Building and Facilities Coordinator on the proposal. At the October Council meeting, Council further requested the committee’s view on the relocation proposal. Mr O'Keefe presented a brief PowerPoint overview to the committee, discussing the history of the club’s proposal, risk, benefits and other issues associated with the proposal.

The proposal generated lengthy debate, including Cr Metske’s views, provided via email due to her being unable to attend in person. While there was general support for the proposal, the scale and costs of the development, and its potential to interfere with other construction on the site, was concerning. It was proposed to support the tennis club relocation in principle, subject to several conditions that would limit the impact on the current Banksia Master Plan.

It was resolved that it be recommended to Council that if Council make the decision to relocate the Port Sorell Tennis Club, the Committee provides to Council their ‘in principle’ support for the relocation to the Banksia Precinct; with the following conditions:

1. The location of the tennis court facilities must not compromise car parking, property boundaries or adjacent building envelopes;

2. The tennis club facility footprint needs to be reduced in size to suitably fit on the existing site without compromising the proposed Banksia master plan design;

3. Council should consider part of The Crown Reserve, adjacent to the Banksia Centre, as an alternate site;

4. If the courts were to be positioned on the Anderson Street end, the clubroom must have a toilet facility available for public use;

5. The tennis court facilities must be made available for use by both public and camp participants; and

6. An outdoor cinema is not supported as this duplicates an amenity that will be provided by the upgraded Performing Arts Centre;
Proposed positioning of tennis club - Image courtesy of Starbox Architecture.
8. Camp Banksia Master Plan

At the time of writing, no further information has been provided by the Federal Government regarding the progress of the Community Development Grant application. Repeated queries to the Department are met with a generic reply. Braddon MP Gavin Pearce attended Camp Banksia on Thursday 3rd October, which appeared to be a familiarisation visit of the facility. No firm commitment was made regarding funding. Mr O'Keefe has been in contact with Ms Donna Irwin (Grant Assessor) about the Commonwealth Development Grant progress but was advised that no update on progress was available. Following on from the MP's visit, Ms Irwin did ask for further details on the proposed accommodation and playground areas, specifically focusing on disabled access.

During the site visit, it was reiterated to Cr Sims that if the grant funding was successful, there would be no further funding available from the Commonwealth to contribute to the project. Cr Sims advised that $500,000 was allocated in the 2018 CapEx budget for the Performing Arts Centre, subject to receiving funding from the state Government. Cr Sims to follow up with the General Manager to see if this is still on the table.

Mr Atkinson enquired if Council would proceed with any part of the project if the community grant was not available. He felt that Council should be at least working ahead towards a feasibility study and detailed designs as Council were just treading water waiting to hear back about the grant. Mr O'Keefe advised that there was no funding set aside to undertake these works, but did agree that work would need to be undertaken on the design aspect to at least have something ready for DA should the grant be approved. His concerns were around the costs involved in obtaining detailed design works should the master Plan be shelved by Council due to lack of funding.

Mr O'Keefe advised that the Master Plan was originally scheduled for 3 distinct stages, as it wasn't envisaged the whole project would be funded in one tranche.

Stage 1 – Updating and improving the Camp accommodation
Stage 2 – Construction of playgrounds and amenities
Stage 3 – Construction of the Performing Arts Centre

Cr Sims did not agree that the Performing Arts Centre would be stage 3. Mr O'Keefe noted that this approach was agreed to by the committee. Mr Atkinson believed the stages were not intended to be in sequential order, but merely 3 different projects that could be undertaken at any point in time. Ms Thorpe noted that the Willow and Boobyalla cabins would need to be relocated first, no matter what schedule was chosen, as these cabins are located in the footprint of both the performing arts and high-ropes course areas.

Ms Miles queried if the $4million grant was enough to undertake the works. Mr O'Keefe did not believe it would be, with the project estimated to be closer to $5 million, assuming no unforeseen site issues.

Ms Thorpe commented that the new accommodation would require ensuite / attached bathrooms, with school groups cautious of children having to leave their accommodation areas of an evening to use separate bathrooms amenities.

It was resolved that it be recommended to Council that funds be allocated for;

(i) a financial feasibility study to be undertaken on the Master Plan concept (estimated cost $10,000); and
(ii) Detailed design works to be undertaken, based on the outcomes of the feasibility assessment, to have the project “shovel ready” for construction (estimated cost $30,000).

9. Banksia Facilities Manager’s report

Acting Banksia Facility Manager, Sonya Thorpe presented the Banksia Facility Management report. Ms Thorpe advised the committee of several updates including:

- Capital works projects are underway. New blinds have been installed. The chairs had not yet arrived at the time the meeting was held however are expected to do so soon.
- The Camp’s slasher has been borrowed by Jason Sims for Perkins Park.
- Mowing responsibilities have been reverted back to the Camp staff. The Ferris mower from the Port Sorell depot will be shared and housed at the camp and used when required by the Council.
- Weed control on the site requires attention. Councils Team leader – Green Spaces has been advised of the issue and was expected to contact Banksia’s Maintenance staff later about resolving the problem.
- The Port Sorell Garden Club have a standing reservation in Meeting Rooms A and B at the Banksia Centre on the fourth Thursday of every month as the previous group, Breathers, no longer requires this date and time due to a termination of future bookings.
- Robert from the Garden Club was advised that he can pay bills at the Camp and was not required to travel to Latrobe to do so. Robert claimed to prefer to do his transactions in person at Latrobe.
- Ms Thorpe advised the Committee of her support for the addition of an electronic access system, to ease the burdens of managing physical keysets and access issues with community users.

It was resolved that this report be noted.

10. Finance report

The finance reports for Camp Banksia and Banksia Centre are attached. The report has been modified to a more readable format, with Sam Bell discussing future reporting requirements with Councils Team Leader – Finance and People to obtain a tailored report format similar to the previous Civica reports.

Councils’ Manager of Customer and Business Services, Mr Andrew Cock, was to attend the meeting to discuss the issues and expectations of the financial reports, however was a late withdrawal due to conflicting appointments. Mr Cunningham spoke on behalf of Mr Cock, providing a brief outline of the response he had received previously.

It was acknowledged that the financial reporting from the new system isn’t perfect, but will be modified to suit specific Camp requirements at a later date. The priority for finance department staff is completing EoFY financial accounts at this time.
Mr Atkinson’s concerns previously were that the formats were meaningless, and Ms Thorpe could not manage Camp costs with the information provided. He was also concerned that the Camp management were not involved in setting the camp budget. Mr O’Keefe advised that besides the capital items, most budgets appeared to be carried over from last year. Mr Cunningham acknowledged the shortcomings of the reports, but asked for patience while the new system is being implemented.

It was resolved that these reports be received.

11. General Business

a) **Electronic Access.** A site inspection has been undertaken to obtain a quote to install an electronic access system in the Banksia centre. The system is currently in use at the Latrobe Youth Centre and Council chambers and has proved to be an excellent tool for site management. It was suggested that due to the unusual design of the building, costing and labour efforts may be high.

b) **Stadium service equipment access.** A number of contractors have reported access issues in the stadium of the Banksia Centre. The external doors are too narrow and low to allow lifting equipment (scissor/boom lift) in to undertake maintenance and repairs at height. Council staff have sought ideas and quotations to install access into the building. It is proposed to install a roller door into the concrete block storeroom on the north eastern side of the building to allow access. Committees request for funding will be submitted at the next Council meeting on the 14th October 2019. Mr O’Keefe advised that Council had considered and approved funding for the roller door during the Council meeting on 14 October 2019.

c) **Table Tennis table wheels:** Ms Thorpe reports that the wheels on the tables are marking the Stadium court floors and may need to be changed for future use. Ms Thorpe advised the Building and Facilities Coordinator that due to the popularity of the tables; a solution may be required to prevent the marking of the stadium floor which had become the preferred room. Mr O'Keefe would investigate the issue and present Ms Thorpe with possible solutions.

d) **Welcome New Administrative Member:** The Committee welcomed Business Support Officer, Bella Thomas. Ms Thomas will be taking over administration of the committee from Ms Stubbs in future.

12. Next meeting

Next meeting to be held 10:00am on 11 December 2019 at the Banksia Centre meeting Room B.

Meeting closed 11:56am
Banksia Facilities Management Committee – Meeting Agenda Guide

The following deliverables and responsibilities of the Banksia Facilities Management Committee are aligned to the Committee’s terms of reference.

<table>
<thead>
<tr>
<th>Month</th>
<th>Subject Matter</th>
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</thead>
<tbody>
<tr>
<td>January</td>
<td>- Monitor operational budgets/review monthly financial reports</td>
</tr>
<tr>
<td></td>
<td>- Consider user feedback on facility maintenance, functionality, administration and cleaning.</td>
</tr>
<tr>
<td></td>
<td>- Review actions to grow and maintain use of the facilities</td>
</tr>
<tr>
<td></td>
<td>- Review marketing requirements and budgets for upcoming financial year</td>
</tr>
<tr>
<td>February</td>
<td>- Monitor operational budgets/review monthly financial reports</td>
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<td></td>
<td>- Finalise capital works priorities for upcoming financial year</td>
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<td></td>
<td>- Finalise fee proposal for upcoming financial year</td>
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<td>- Review actions to grow and maintain use of the facilities</td>
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<td>March</td>
<td>- Monitor operational budgets/review monthly financial reports</td>
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<td>- Submit new financial year fee proposal to Council before 31 March</td>
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<td>- Submit prioritised capital works list to Council before 31 March</td>
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<td>May</td>
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<td>- Review facility risk management plan</td>
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<td>- Review actions to grow and maintain use of the facilities</td>
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<td>- Scan for relevant sponsorship, donations, grants or fundraising activities</td>
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<td>- Prioritise facility maintenance tasks based on approved budget</td>
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<td>- Review facility management plan, initiate updates as required</td>
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<td></td>
<td>- Review facility risk management plan</td>
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<td>November</td>
<td>- Monitor operational budgets/review monthly financial reports</td>
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<td>- Review capital works progress and future requirements</td>
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<td>- Collate facility user feedback relating to user satisfaction with the facility and administration procedures, provide report to Council</td>
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<td>December</td>
<td>- Monitor operational budgets/review monthly financial reports</td>
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<td>- Review facility fees</td>
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## MRCC Banksia Centre Operating Stmt Period 03, 2019/2020

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<th>Period Variance</th>
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<th>Year To Date Budget</th>
<th>Year To Date Variance</th>
<th>Full Year Budget</th>
<th>Remaining Budget</th>
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## MRCC Camp Banksia Operating Stmt Period 03, 2019/2020

### Account Description

<table>
<thead>
<tr>
<th>Account Description</th>
<th>Account</th>
<th>Period Actual</th>
<th>Period Budget</th>
<th>Period Variance</th>
<th>Year To Date Actual</th>
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<th>Full Year Budget</th>
<th>Remaining Budget</th>
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<tr>
<td><strong>Entity: 10 = Latrobe Council</strong></td>
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<td><strong>Account Group: 4 = Revenue</strong></td>
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| Sub Total | 27,284 | 31,152 | 3,868 | 81,571 | 93,456 | 11,885 | 373,824 | 292,253 |
| Sub Total | 10,313 | 6,599 | -3,714 | 42,306 | 19,797 | -22,509 | 79,188 | 36,882 |
| Grand Total | 10,313 | 6,599 | -3,714 | 42,306 | 19,797 | -22,509 | 79,188 | 36,882 |
CRADLE COAST WASTE MANAGEMENT GROUP MEETING
04 September 2019
Meeting Highlights

- Attendance of Veolia representatives to discuss the state of recycling in North West Tasmania.

- The Draft DPIPWE Waste Action Plan was tabled and a unified response, on behalf of the CCWMG, was determined.
CRADLE COAST WASTE MANAGEMENT GROUP

UNCONFIRMED MINUTES

Meeting held Wednesday, 04 September 2019
Cradle Coast Authority, 1-3 Spring Street, Burnie

1. WELCOME

The Chair, Ms. Sandra Ayton, opened the meeting at 10:40 am and welcomed attendees.

Present at the meeting were:

- Ms. Sandra Ayton Committee Chair Central Coast Council (CCC)
- Mr. Rowan Sharman Committee Member Burnie City Council (BCC)
- Ms. Dana Hicks Committee Member Circular Head Council (CHC)
- Ms. Carol Bryant Committee Member Devonport City Council (DCC)
- Mr. Adam Gardner Committee Member Kentish (KC) & Latrobe (LC) Councils
- Mr. Corey Gould Committee Member Waratah Wynyard Council (WWC)
- Mr. Don Thwaites Observer CCA Representatives Group
- Mr. Mat Greskie Committee Project Manager Dulverton Waste Management (DWM)
- Mrs. Mel Pearce Committee Project Manager DWM

2. APOLOGIES

Apologies were received from:

- Mr. James Brewer Committee Member CHC
- Mr. Matthew Atkins Committee Member DCC

3. VEOLIA ATTENDANCE

11:40am Martin Robinson and Nathan Deegan, from Veolia Environmental Services, entered the meeting.

3.1 Recyclables Market Discussion

Martin provided an overview of the recycling commodity market situation locally, nationally and abroad. He stated that it is a challenging time for the industry, however things have fared well in the North West due to the shared risk contractual arrangement and Veolia’s ability to sort and produce relatively high quality commodities. Martin advised that Veolia have recently invested in the construction of a new Materials Recycling Facility (MRF) in the North of the state, indicating that this demonstrates Veolia’s commitment and confidence to producing high quality recycled commodities into the future.

Discussion was held around the impact that the negative recycling media coverage has had on people’s behaviour and that the media projects deficiencies in other areas of Tasmania onto the North West. It was agreed that education is very important and that the community should be empowered to demand what they want from a business, in regards to packaging options and environmentally friendly alternatives.

An overview of the different commodities and any problem areas/contamination issues was requested and Veolia advised that a summary will be distributed to the Cradle Coast Waste Management Group (CCWMG) following the meeting. Mel will also provide the CCWMG with a
contact at Veolia to organise tours of the Spreyton MRF for interested Councillors and Council Officers.

**ACTION**

1. Veolia to email a summary of commodities (including where they are typically sent, what they are made into and key contamination issues) to Mel for distributing to the CCWMG.

2. Mel to forward the Kerbside Recycling Video that was developed in 2018/19 to the CCWMG.

### 3.2 Cardboard Rebate Update Letter from Veolia

Martin advised that due to a recent glut of cardboard into the market there has been a drop in the commodity price, resulting in a reduction in the cardboard rebate received by Councils. Similarly to the kerbside recycling contract, the cardboard contract shares the risk between Veolia and Council, enabling Veolia to continue to collect and recycle cardboard during challenging times. Veolia advised that the cardboard being collected is currently being sold to the Australian market and that it’s important to ensure that cardboard is kept contamination free to assist in the resale value (removing tape, straps and no waxed cardboard etc.).

11:15am Martin Robinson and Nathan Deegan left the meeting.

### 4. GOVERNANCE

#### 4.1 Confirmation of Minutes (17th April 2019)

The Unconfirmed Minutes of the 17th April 2019 meeting were presented at Item 4.1 of the Agenda.

**MOTION**

That the Cradle Coast Waste Management Group (CCWMG) **CONFIRM and ACCEPT** the Unconfirmed Minutes of the 17th April 2019 meeting as a true and correct record.

Moved: Rowan Sharman / Seconded: Adam Gardner / CARRIED

#### 4.2 Business Arising from Minutes

Nil business arising from the Minutes.

#### 4.3 Review of Action List

Sandra advised that Greg Preece is still waiting on a couple of Councils to forward a response regarding the Waste Governance Project. Once all responses have been received Greg will determine the next steps.

The committee **NOTE** the action list.
5. FOR DECISION

4.1 Financial Report for 2018/19 by the Cradle Coast Authority

The 2018/19 CCWMG financial report was presented by the CCA to the CCWMG.

MOTION

That the Cradle Coast Waste Management Group (CCWMG) CONFIRM and ACCEPT the Financial Report as at the 30th June 2019.

Moved: Dana Hicks / Seconded: Rowan Sharman / CARRIED

4.2 Financial Report / Project Task List as at 31st July 2019

The CCWMG Financial Report / Project Task List as at 31st July 2019, was presented by the Cradle Coast Waste Services (CCWS) to the CCWMG. It was noted that this was the first financial report produced by CCWS, the regional waste management arm of DWM. Mel summarised the report and the CCWMG confirmed that they were happy with the layout. The report will be forwarded to the CCWMG on a monthly basis.

It was noted that the illegal dumping funding round would open and applications will be forwarded to Councils by the end of September.

Mel advised that after a lot of effort to source an appropriate resource to conduct school waste education workshops, People Improvers have been engaged to carry out this activity. The seven schools who responded to the Expression of Interest, forwarded earlier in the year, have been contacted and a number of visits have been scheduled in the coming weeks.

ACTION

3. Mel to include a list of the participating schools under the appropriate project on the Financial Report and also forward the list to the CCWMG.

The CCWMG NOTE the financial report.

6. FOR DISCUSSION

6.1 Sponsorship of the UTAS Burnie Shines Event

Rowan provided a summary of the UTAS exhibition Vanishing Point, advising that sponsorship is being sought from the CCWMG. The event and the benefits associated with providing sponsorship were discussed (including the opportunity for the CCWMG to erect a banner and receive other acknowledgements) and it was determined that the CCWMG would contribute $1,500 from the Allocation for Unknown budget.

It was agreed that criteria would be developed to assess sponsorship applications. A budget allocation for sponsorship would be included in the draft 2020/21 Annual Plan and Budget.

ACTION

4. Mel to develop sponsorship assessment criteria for consideration at the next CCWMG meeting.
5. Mel to include a budget allocation for sponsorship in the Draft 2020/21 Annual Plan and Budget.

6.2 Draft DPIPWE Waste Action Plan

The DPIPWE Draft Waste Action Plan (the Plan) and draft response to the plan was tabled for discussion.

Sandra advised that she has been part of the state-wide project reference group where this the Plan and state-wide waste governance has been discussed at length. Sandra raised that the Plan does not include critical details of the proposed governance arrangement or how it would be resourced. Sandra reinforced the importance of regional groups being given a voice in the reform process. Dana confirmed that she was happy with the draft response and advised that the biggest concerns for CHC and WWC are the impact an increased levy fee would have and what will it mean for rural Councils. There was also discussion around what the waste levy might be and when it might be introduced, however until it is announced this remains speculation.

Rowan agreed with the draft response, requesting minor additions including updates to the background, additional comments regarding the CDS scheme (including ensuring there is a collection point at each WTS and sensibly selecting other areas for collection points that do not duplicating existing services) and including the regions current waste diversion rate under the Background. Rowan suggested that the CCWMG Annual Plan and Budget and Strategic Plan should also be included with the response as appendices.

Adam advised that there seems to be a disconnect between the types of packaging materials currently being used by the market and the ability to adequately process and recycle these materials. He stated that work is required at a National level and with industry, to determine the types of packaging materials that can actually be recycled and this should flow through to the types of packaging able to be sold in Australia.

Following an in-depth discussion it was decided that the amended draft response will be forwarded to Sandra to sign as Chair on behalf of the CCWMG.

Individual Council’s may elect to respond on behalf of their Council, referring to the CCWMG response.

ACTION

6. Mat and Mel to amend the draft response and forward to Sandra to sign before lodging with DPIPWE.

6.3 Dorset Council Waste Levy

Mat advised that the Dorset Council (DC) have been delivering their general waste to DWM landfill for some time and as per a prior agreement with the CCWMG, the portion of levy that they were paying to DWM was being transferred back to the Northern Tasmania Waste Management Group (NTWMG) for waste initiatives. Recently DC withdrew from the NTWMG and contacted DWM, querying whether there was an opportunity to participate in some waste education and diversion initiatives, to be funded by their levy contribution. Mat advised that the CCWMG have two options, to allow DC to participate in some initiatives (not exceeding their levy contribution) or decline DC’s request.

Following a discussion the CCWMG agreed that it’s important for all Council areas to receive waste education and initiatives for their community. The CCWMG agreed to allow DC’s levy contribution to be utilised to fund initiatives in the DC area until the 30th of June 2020, requesting that Mat contact the NTWMG Chair to discuss the arrangement.
Mat also advised that Kind Island Council (KIC) made contact with DWM last week to discuss a number of operational matters and queried whether there was an opportunity to join the CCWMG. The CCWMG advised that the door is always open for North West Councils to contribute to the voluntary levy and join the group, and they look forward to receiving more information once it becomes available.

**ACTION**

7. Mat to contact the NTWMG Chair to discuss DC receiving some waste diversion education and initiatives, funded up to and not exceeding their contribution to the waste levy.

8. Mat to progress discussions with KIC.

**7. FOR NOTING**

7.1 Quarterly Waste Reports – Q4: Apr to Jun 2019

The CCWMG **NOTED** the Quarterly Waste Reports.

7.2 Recycling Bin Education & Assessments Report

The CCWMG **NOTED** the Recycling Bin Education & Assessments Report.

7.3 Illegal Dumping Report 2018/19

The CCWMG **NOTED** the Illegal Dumping Report.

**8. OTHER BUSINESS**

Nil other business.

**9. NEXT MEETING & MEETING CLOSE**

The next meeting was discussed and it was determined that the meeting venue would be rotated between each Council. Mel will provide a draft meeting schedule for 2020 at the next meeting and will include rotation of the meeting venue around each Council.

The next meeting will be held on **Wednesday, 27th November 2019** at the Burnie City Council Offices.

**ACTION**

9. Mel to table a meeting schedule for 2020, with venues to be rotated between each Council, at the next meeting.

Meeting closed at 12:37 pm.
Minutes of the Latrobe Cemetery Committee held at the Council Chambers, Latrobe on Thursday the 24th October, 2019 commencing at 4.00pm.

1. PRESENT
   Deputy Mayor Graeme Brown – Latrobe Council
   Cr Gerrad Wicks – Latrobe Council
   Shaun Tuthill – Latrobe Council
   Les McCarthy – Community member
   Ros Donald – Community member

2. APOLOGIES
   Bill Harris – Community member

3. CONFIRMATION OF MINUTES
   Shaun Tuthill / Les McCarthy – that the Minutes of the meeting held 22nd August 2019 be taken as read and confirmed. CARRIED

4. CORRESPONDENCE
   Nil

5. BUSINESS ARISING
   a) Wording on the seat in memory of John Guest will read:

      "In memory of John Guest
      Chairman of Latrobe Cemetery Committee."

   b) The on-site meeting with Sam Blackwood-Beattie is to be arranged. Details of the management of the memorial gardens will be researched with information brought to the next meeting.

   c) Members met to view the original cemetery map. It was decided it was a valuable piece of cemetery history which may be used in conjunction with an updated map in the future. A data-base is also being researched.

6. GENERAL BUSINESS
   a) With only a few lots remaining in the lawn cemetery, a new section will be established on the southern side of the cemetery, adjacent to Cotton Street.

   b) The August working bee was well attended. Our focus on the lawn cemetery drew several compliments from the public. The October working bee will focus on the Gilbert Street tree line.

   It was resolved that this information be received.

7. NEXT MEETING DATE
   Thursday 5th December, 2019 at 4.00pm at the Latrobe Council Chambers, followed by Christmas dinner at Belly’s at 6pm.

The Chairman thanked members for their attendance and closed the meeting at 4.45pm.
### Latrobe Council Audit Panel Meeting Minutes

**Date:** 15/10/2019

**Venue:** Kentish Council Chambers

**Time:** 11.30am – 12:00 pm  *(Joint Session with Latrobe Council Audit Panel 09:30 am – 11:30 am)*

**Invites:**

<table>
<thead>
<tr>
<th>Invitees</th>
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<tbody>
<tr>
<td>Mr Ben Coull - Chairman &amp; independent panel member</td>
<td>Mr Gerald Monson – General Manager</td>
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<tr>
<td>Cr Mike McLaren – Audit panel proxy member</td>
<td>Mr Andrew Cock – Customer and Business Services Manager</td>
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<tr>
<td>Tasmanian Audit Office – nominated representative/s</td>
<td>Mr Kim Barker – Team Leader Finance</td>
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<tr>
<th>Item ID</th>
<th>Subject</th>
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<tbody>
<tr>
<td>1.0</td>
<td>Apologies, Conflicts of Interest</td>
<td>Apologies were recorded for Cr Lesley Young – Audit Panel Member and Cr Graeme Brown – Audit Panel Member</td>
<td>Audit Panel</td>
<td></td>
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<tr>
<td>1.1</td>
<td>Confirmation of minutes of the previous meeting held 25 June 2019.</td>
<td>Minutes to be confirmed at the next meeting.</td>
<td>Audit Panel</td>
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<tr>
<td>2.0</td>
<td>Reportable Incidents – standing agenda item</td>
<td>None to report.</td>
<td>Manager Customer &amp; Business Services</td>
<td></td>
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<tr>
<td>3.0</td>
<td>2018-19 Annual Financial Statements (unaudited).</td>
<td>Progress to date with the financial statements includes construction of a new model based on the Tas Audit Office model financial statements for 2018/2019, balance sheet reconciliations are almost complete, asset loading to the Technology One system is almost complete following which assets additions, disposals and depreciation can be processed. The target date for completion is the 31 October 2019.</td>
<td>Management</td>
<td>31/10/2019</td>
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<tr>
<td>4.0</td>
<td>Standing Agenda item – Audit Panel Member only session</td>
<td>Not required.</td>
<td>Audit Panel</td>
<td></td>
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<tr>
<td>5.0</td>
<td>Audit Panel Annual Report</td>
<td>Carried forward to next meeting</td>
<td>Audit Panel Chairman</td>
<td>17/12/2019</td>
<td></td>
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<tr>
<td>6.0</td>
<td>Next meeting – 17 December 2019 Latrobe Council Office – at 9.00am</td>
<td>Meeting date confirmed.</td>
<td>Audit Panel</td>
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## Kentish-Latrobe Joint Audit Panel Meeting Minutes

**Date:** 15/10/2019

**Venue:** Kentish Council Chambers

**Date:** Tuesday 15 October 2019

**Time:** 9.30am – 11:30 am

**Invitees:**
- Mr Ben Coull - Chairman & Independent Panel Member
- Cr Kate Haberle – Kentish Audit Panel Member
- Cr Stephen Mawer – Kentish Audit Panel Member
- Mr Andrew Cock – Customer and Business Services Manager
- Tasmanian Audit Office – representative/s
- Mr Gerald Monson – General Manager
- Cr Mike McLaren – Latrobe Audit Panel proxy member
- Mr Kim Barker – Team Leader Finance & People

### Agenda:

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<td>Apologies, Conflicts of Interest</td>
<td><strong>Apologies were recorded for Deputy Mayor Graeme Brown – Latrobe Audit Panel Member, Cr Lesley Young – Latrobe Audit Panel Member</strong></td>
<td>Audit Panel</td>
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<tr>
<td>1.1</td>
<td>Confirmation of minutes of the previous meeting held 25 June 2019.</td>
<td><strong>Confirmation of minutes was held over until the next meeting.</strong></td>
<td>Audit Panel</td>
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<tr>
<td>2.0</td>
<td>Matters arising/outstanding actions from the previous meeting held 25 June 2019.</td>
<td><strong>Outstanding actions from prior meetings are listed below.</strong></td>
<td>Audit Panel</td>
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<td>3.0</td>
<td>Embedding Shared Services Update</td>
<td><strong>Customer and Business Services Manager/General Manager provided a verbal update of the status of shared services implementation and the Technology One implementation project. The General Manager provided comment on issues experienced by other councils with their Technology One implementation which may mean implementation</strong></td>
<td>General Manager/CB SM</td>
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<td>of the next phase (rates/sundry debtors) will be delayed from the initial expectation.</td>
<td>4.0 Annual Work Plan</td>
<td>The Chairman agreed to review the annual work plan and present it to the next meeting.</td>
<td>Audit Panel Chairman</td>
<td>17/12/2019</td>
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<td>Report issued – Procurement in Local Government September 2019 – Attachment J3.</td>
<td>5.0 External Reports for consideration</td>
<td>Report issued – Procurement in Local Government September 2019 – Attachment J3. This report is considered relevant to Kentish and Latrobe Councils as it is a review of compliance with councils, code for Tenders and Contracts and compliance with the Local Government Act 1993 and Local Government Regulations in relation to Tenders and Contracts. The report and its findings were noted by Management and the Audit Panel. Note that other performance audits and reports either in progress or completed by the Tasmanian Audit Office being, Managing University Student Accommodation, Royal Hobart Hospital Redevelopment and Tasmanian Prisons, were not considered relevant to the local government sector.</td>
<td>Audit Panel</td>
<td>This meeting</td>
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<td></td>
<td>7.0 Internal audit</td>
<td></td>
<td>Management</td>
<td>TBA</td>
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<td>It was agreed that some advice recently provided by LGAT would be recirculated to elected members.</td>
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</table>
| 8.0    | Induction process              | **Employees**  
Employee responsibilities and Councils approach to the management of ethics, anti-fraud and anti-corruption, are contained within the policies listed under section 5a Human Resources of the attached Latrobe Policy Manual - (Attachment J4).  

A sign off for acknowledgement and agreement to comply with these policies is requested as part of the employee induction process.  

A full suite of replacement Human Resources policies is currently under review, following which the induction process itself will also be reviewed. This will align both Councils to common policies and processes.  

**Elected Members**  
A copy of the most recent Councillor induction document (Latrobe, November 2018, Attachment J5) is attached as an example. This document was last updated for the most recent Council election. The document includes sections referring to, The Integrity Commission and the Code of Conduct for elected members – (Attachment J6 and J7). Ethics, anti-fraud and anti-corruption are considered as part of these documents. | Audit Panel | This meeting |           |
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<td></td>
<td><strong>Gifts and benefits policy, Public Interests Disclosures</strong></td>
<td>In addition, both Councils have policies for Gifts and Benefits – (Attachment J8) and have procedures for Public Interest Disclosures – (Attachment J9), in accordance with the Public Interest Disclosures Act, 2002, both of which apply to employees and elected members and are considered to be part of councils approach to and management of ethics, anti-fraud and anti-corruption. The Audit Panel reviewed the documents and reported processes provided for this item. No further recommendations were made.</td>
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<tr>
<td>9.0</td>
<td>Audit Strategy</td>
<td>The audit strategies provided by the Tasmanian Audit Office were reviewed by the Audit Panel and explanations were provided by Tasmanian Audit Office representatives. No further recommendations were made.</td>
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<tr>
<td>10.0</td>
<td>Audit Panel Charter Review</td>
<td>The Audit Panel reviewed the Audit Panel Charter/s and recommends to Council that the current charter be endorsed with no further changes.</td>
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<tr>
<td>11.0</td>
<td>Next Meeting: 17 December 2019 - Latrobe Council Office at 9.00am.</td>
<td>Confirm meeting date</td>
<td>Audit Panel</td>
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Outstanding actions for future follow-up

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| 1.0     | 27/2/18 - IT Security | Audit Panel noted that Councillors could benefit from a training session regarding cyber risks  
The Chairman also asked how Council will monitor and benchmark performance against the essential 8 model. IT officer, Steve Quinn advised reporting model to be developed.  
It was explained that Cyber security would be further reviewed following a review of IT resources and service delivery. Item to be carried forward until after this review is completed. | IT Team        | 31/03/20   |           |
| 2.0     | 27/5/2019 – Capital Budgeting, Business Case Analysis | The Chairman requested an explanation of the cost-benefit calculation in the business case analysis presented                                                                 | Manager Operations | 17/12/19   |           |
| 3.0     | 25/06/2019 – Asset capitalisation thresholds to be reviewed | That asset capitalisation thresholds be reviewed and that a description of the Councils’ approach to assessing materiality could be added into the accounting policy. | TLFP            | 17/12/19   |           |
| 4.0     | 25/06/2019 – Risk register to be reviewed after the next update and prior to presentation to Council. | Risk registers are currently under-going a full review and assessment. The process is expected to take approximately 6 months.  
An update on the process will be provided at the next meeting. | MCBS            | TBA        |           |
MEETING MINUTES
9:30AM 14 October 2019
LATROBE LARGE MEETING ROOM, LATROBE COUNCIL, LATROBE

Present
Cr Penny Lane - Kentish Council (Chair)
Amanda Hicks - School Bus Driver
Don Reynolds – Community Member
Phil McGee – Risk Management & Work Safety Officer
Noel Colledge – Community Member
Norman Targett - Tasmanian Motorcycle Council
Stephen Ison – Roads and Drainage Engineer
Leigh Gracie – Community Development Officer

Apologies
Cr Lesley Young - Latrobe Council
Cr Shayne “Cush” Allison – Latrobe Council
Const. Tyrone Myers - Tas Police
Richard Elliot – Kentish SES
Martin Byrne – Downer Group
Jessica Mitchell – Downer Group
Jonathan Magor - Manager Infrastructure and Assets
Justine Kerrigan – Little Blue Dinosaur Foundation

Confirmation of Minutes
It was resolved that the minutes of the meeting held 5 August 2019 were a true and accurate representation of what occurred.

1. BUSINESS ARISING

1.1 WELCOME TO NEW COMMITTEE MEMBER
The Committee welcomes Roads and Drainage Engineer Stephen Ison.

1.2 PORT SORELL RESERVE, SQUEAKING POINT
At the 5 August 2019 meeting Cr Allison advised that Parks and Wildlife issued a warning to a horse rider that horses cannot be ridden through Port Sorell Reserve, Squeaking Point. Cr Allison advised that there is a long history of horse riders accessing the Reserve and is concerned Parks and Wildlife may have changed the existing policy.

If horse riders cannot access the Reserve, they may have to ride on Mildam Road, Charles Street and Parkers Ford Road which may be a potential safety concern, especially for young children riding ponies.

Cr Allison advised that the matter has been raised at a Latrobe Council meeting.
CDO horse riders. Mr Downing advised that contacted Parks and Wildlife regarding their management policy for the Reserve. Park and Wildlife Ranger in Charge Clinton Downing advised that the management plan for the Port Sorell Reserve does not have an allowance for the management policy has not been amended, however it may not have been enforced previously. Mr Downing advised that the Reserve is zoned for recreation, walking only.

Mr Downing encouraged residents and Council to make a submission to Parks and Wildlife if they believe horse riders should be permitted in the Port Sorell Reserve.

CDO to forward the information to Cr Allison for investigation by Latrobe Council.

2. SAFER ROADS

2.1 SHEFFIELD AND CORNWALL ROAD, SOUTH SPREYTON

Cr Penny Lane raised concerns regarding serious accidents that have occurred near the corner of Sheffield Road and Cornwall Road, South Spreyton at the 10 December 2018 meeting. Former RDE Jamie Fawknor forwarded a letter to DSG requesting information on why accidents/incidents are occurring along the section Sheffield Road near Cornwall Road.

The DSG advised that they had reviewed the crash data for Sheffield Road, and found that there had been nine loss-of-control crashes in the last five years between Coles Road and Cornwall Road. Seven of the nine crashes occurred in wet conditions, which DSG advised is an indicator of inadequate skid resistance. DSG has brought this information to the attention of Downer Group the maintenance contractor who is responsible for rescaling roads in the north west.

On Saturday, 23 March 2019 a car crash blocked traffic on Sheffield Road 600 meters from Cornwall Road. There were no serious injuries reported. At the 8 April 2019 meeting Cr Lane again raised concerns regarding the safety of Sheffield Road.

Mr Martin Byrne advised at 17 June 2019 meeting that Downer Group have provided their report for improvements to Sheffield Road to DSG. The report included recommendations on skid resistance and safety speeds. Cr Lane requested that the older white lines on the top of the hill on Sheffield Road near Cornwall Road be blacked out.

At the 5 August 2019 meeting DSG requested that all requests for information and updates from the Kentish and Latrobe Councils and the Committee be directed to DSG. An invitation was extended to DSG to attend Committee meetings.

DSG will advise when a response has been received from the Traffic Engineering Department regarding improvements to Sheffield Road. A response had not been received from DGS as of 14 October 2019 Committee meeting.

It was resolved that the Committee would forward the below statement by Cr Lane to DSG regarding Sheffield and Cornwall Roads:

"It is disappointing and somewhat frustrating that, yet again we sit as a Committee that identifies and relays community concerns to our own engineers and those of the DSG; we sit at this table and yet again have no resolve or comment on the section of Sheffield Road, Acacia Hills."
This subject has been on our agenda as a concern since 2018. I note that a massive section of Sheffield Road from Barrington to Lower Barrington is being worked on during October 2019, yet the section that has seen loss of control crashes and has been identified as having an issue of inadequate skid resistance is yet to be addressed.

The CRSC now demand an answer of the DSG on when this section of road has been scheduled to be attended to. The DSG forward plan of 2020 scheduled works should have been set. The DSG budget allocation of 2020 road repairs should have been set. And the CRSC should have been given the respect of at least a reply to this subject by the next meeting of this Committee on 9 November 2019.

Cr Penny Lane
Kentish and Latrobe Community Road Safety Committee

2.2 TREE LOGGING CETHANA/MOINA
Const Tyrone Myers advised at 17 June 2019 meeting that logging had occurred in the Cethana/Moina area. Const Myers noted that there have been reports of logging trucks crossing to the other side of the road when negotiating corners. Const Myers has spoken to the forestry companies involved who advised that each truck has CCTV installed.

RDE advised that providing logging contractors follow NHVR regulations and abide by any permits they may have had to apply for and received, they are entitled to travel on designated roads and obey the rules of course. Unless there is an anticipated long duration of logging activities planned at any one spot, Kentish Council would be cautious of undertaking any significant changes to the road network. Curve widening along windy roads that occasionally have large vehicle usage could be impractical and expensive.

RDE advised that Kentish Council may request logging companies to install more temporary signage during logging activities.

Cautionary signage advising of heavy vehicles on the roadway will be installed in locations near Gentle Annie and Lower Wilmot.
2.3 ROLAND COURT TRAFFIC CALMING
Kentish Council has allocated a small budget to introduce traffic calming to Roland Court.

MIA has contacted home owners in the area some time ago regarding potential speed humps, however residents raised concerns regarding potential noise and other matters.

Council has since drafted the below concept “entry statement” for the area. The concept could be supplemented by colour banding across the street at the four corners of the ‘park’ (or localised narrowing / central splitter islands), pedestrian warning signs etc. MIA is reluctant to introduce chicanes or speed humps.

MIA requested that the Committee consider recommending that Council release the concept plan for public comment or, does the Committee have general comments they believe Council should consider further before going directly to consultation.

The Committee recommends that Council consider further options before taking the concept plan for public comment.

2.4 BROOKLAND AVENUE, NOOK
At the Acacia Hill/South Spreyton Community Meeting held Tuesday, 10 October 2019 residents noted that there have been many “near accidents” where motorist have turned out of Brookland Avenue into the 80kmph zone and motorists driving from the Devonport direction do not realise there is entering traffic.

Residents have requested signage be installed to indicate entering traffic at Brookland Avenue, Nook.
Committee recommends that traffic counters are installed at Brookland Avenue, Nook to determine if speeding is occurring. Near misses, road accidents and speeding should be reported to Tasmania Police in the first instance.

2.5 SHEFFIELD MAIN ROAD, LOWER BARRINGTON
At the Acacia Hill/South Spreyton Community Meeting held Tuesday, 10 October 2019 residents noted that trees on the verges of Sheffield Main Road, Lower Barrington near Don Hill should be assessed for safety.

RDE to forward the request to assess the trees on Sheffield Main Road for potential safety hazards to DSG.

2.6 NOOK ROAD, NOOK
At the Acacia Hill/South Spreyton Community Meeting held Tuesday, 10 October 2019 Ms Hicks noted that near the intersection of Nook Road and Sheffield Road five new guide posts have been installed which have hindered the line of sights when a school bus is stopped for drop off/pick up.

Ms Hicks noted that the guide posts were installed were the bus stop was located, which has forced bus drives to stop at a new location with limited lines of sight for drop off/pick up. This may create a safety hazard for bus drivers and students. Ms Hicks has requested the guide posts be removed or relocated.

A work order has been generated for Kentish Council’s review.

2.7 ROUNDBOUDT - GILBERT AND HAMILTON STREETS INTERSECTION, LATROBE
Latrobe Council has submitted an application to Black Spot Program Funding 2020/21 for a roundabout at the intersection of Gilbert and Hamilton Streets, Latrobe.

MIA will provide further information on the project as it progresses.

3. SAFER SPEEDS

3.1 TASMAZIA SPEED LIMIT
Former RDE Jamie Fawkner advised at the 10 December 2018 meeting that a letter was received from Mr Brian Inder requesting Kentish Council support for the reduction of the speed limit in the vicinity of Tasmazia along Staverton Road, Promised Land. Kentish Council investigated the request and noted there may be a potential concern with pedestrians crossing Staverton Road during the school holidays.
Council has proposed to install pedestrian warning signs in the vicinity of Tasmazia along Staverton Road, Promised Land. Mr Inder passed away 21 August 2019.

RDE discussed the proposed pedestrian access with Mrs Laura Inder. RDE advised that as Tasmazia has grown, Mr and Mrs Inder had invested in creating overflow parking opposite the facility. Pedestrians crossing the road from the parking to Tasmazia had reported difficulties with oncoming traffic. The DSG may be reluctant to lower speed limits

**RDE will investigate installing pedestrian signage and pedestrian crossing options at Tasmazia.**

3.2 PERCIVAL STREET, LATROBE

MIA advised at 8 April 2019 meeting that recent traffic counts for Percival Street, Latrobe have confirmed a speeding problem with 44% of traffic travelling over 50kmh. Mr Magor suggested that a VMS board with speed camera may be effective as a traffic calming device.

It was suggested the CRSC request a budget from Kentish and Latrobe Councils to purchase VMS board camera for use in prominent locations with poor speed and crash statistics at peak times during the year. A quote of $1,765.50 was received from Data Signs Pty Ltd for the installation of a speed camera on the VMS board. The budget request to Kentish Council was not successful (See point 7.2).

Const Myers advised that Percival Street and River Road, Latrobe have received higher attention from Tasmania Police Road Traffic Section.

RDE has undertaken site investigation and is considering possible treatments for Percival Street, Latrobe. Given the road characteristics, RDE advised that motorists driving at a speed above the urban limit is not surprising. Options include repeater signage or traffic calming, however this would have a high budget consideration. Short term targeted Variable Message Board with supplementary speed indicator is another option that may provide best value and is being considered.

**A VMS board speed radar has been approved for purchase by Kentish Council.**

3.3 SPRING STREET, SHEFFIELD REDEVELOPMENT

Const Tyrone Meyers advised at 8 April 2019 meeting that the 50kmph zone on Main Street, Sheffield may need to be extended past the traffic calming islands installed as part of the Spring Street redevelopment. Const. Meyers noted that the traffic calming devices are slowing traffic in the 60kmph zone approaching the intersection.

At the 5 August 2019 meeting Mr Richard Elliott noted that vehicles are parking on the corner of Spring Street and Claude Road and creating an obstruction near the traffic calming devices. Mr Elliott requests Council investigate a No Parking area at the intersection.

The Committee recommends that:

1. MIA investigate extending the 50kmph zone on Main Street, Sheffield past the Spring Street intersection to the 60kmph sign located near 131 Main Street, Sheffield.
2. MIA investigate installing a No Parking area at the intersection in the vicinity of the traffic calming devices.
MIA advised that a proposal to extend the 50kmph zone on Main Street past the Spring Street intersection has been submitted to the DSG traffic branch for comment. MIA believes the proposal should not experience problems being approved. MIA advised that Council will wait until usage at the intersection has an opportunity to settle before consideration and implementation of any additional signage and line marking. MIA advised that motorists parked illegally at an intersection should be reported to Tasmania Police in the first instance.

3.4 SHEFFIELD MAIN ROAD, LOWER BARRINGTON
At the Acacia Hill/South Spreyton Community Meeting held Tuesday, 10 October 2019 residents noted that motorists were continually speeding in the 50kmph speed zone.

Ms Hicks requested that a concealed entrances sign be installed along Sheffield Main Road, Lower Barrington.

Sheffield Main Road, Lower Barrington will be included on the register for monitoring with a short-term targeted VMS board with speed radar or traffic counters.

3.5 SHEFFIELD MAIN ROAD, COAL CREEK
At the Acacia Hill/South Spreyton Community Meeting held Tuesday, 10 October 2019 residents noted that where the new housing development had started on the Sheffield Main Road “straight” at Acacia Hills there have been minor crashes, speeding and unreported accidents.

Acacia Hill/South Spreyton residents have requested that the speed limit in the area be lowered or Council investigate widening the road.

RDE advised that DSG is reluctant to reduce speed limits without the area meeting certain development criteria, which Sheffield Main Road, Coal Creek currently does not.

RDE will flag the Sheffield Main Road, Coal Creek as an area of potential future concern.

4. SAFER PEOPLE

4.1 GOLIATH PARK, RAILTON
Kentish Council received a complaint from Ms Diane Sharp July 2019 regarding the traffic on Ennis Avenue and Giblin Street, Railton since the opening of the Wild Mersey MTB and Railton Pump Track. Ms Sharp advised that traffic has been speeding on Ennis Street, which is now also experiencing a high volume of pedestrians. Ms Sharp requested traffic calming devices be installed.

Ms Sharp also advised that current parking areas at Goliath Park and the Railton Squash Courts are not coping with the number of vehicles on site since the opening of Wild Mersey. Ms Sharp requested Council investigate installing more parking at Goliath Park.

MIA advised that the traffic volume will be monitored at Goliath Park over the next six months and evaluated at that point for future traffic management requirements.
At the 5 August 2019 meeting the Committee requested that MIA investigate installing a yellow No Parking line along Croker Street/Ennis Avenue to potentially remove parked cars from the line of sight at the intersection.

**RDE advised that a traffic counter will be installed when available. A concept design (including parking options) is being considered for junction of Ennis Avenue with Crockers Street.**

4.2 **BIKE HELMET SAFETY**

Kentish Council received a complaint from Noel Pearce, President of Cycling Tasmania, 28 June 2019 regarding the number of children and teens using the Wild Mersey MTB trails and Railton Pump Track that were not using a bike helmet.

A sign at the corner of the Pump Track lists the conditions of use, one of which is to always wear a helmet.

Kentish Council requested the Committee consider a public safety campaign on the importance of wearing helmets on the Pump Track, mountain bike trails and on the road.

At the 5 August 2019 meeting CDO recommended that the Committee support the following program:

a. The Community Police offers addressing youth in years 7-12 at Sheffield School, Don College, Devonport High School and Latrobe High School assemblies regarding helmet safety.

b. A public awareness video targeted at teens released on Facebook and You Tube.

c. The VMS board was moved to Goliath Park over the school holidays with a bike safety message.

d. A bike safety message was promoted through Facebook and the Kentish Voice.

e. It is recommended that these actions b, c and d be repeated each School Holiday period and action a be repeated annually.

At the 5 August 2019 meeting Const Meyers advised that as many schools have TV’s in classrooms there may be an opportunity to have a bike helmet safety message delivered to schools more directly. The Committee agreed to support an annual bike safety message as detailed.

**The Bike Helmet Safety Video was approved for use by the Committee. CDO advised that the video will be forwarded to Tasmania Police and schools in Kentish, Latrobe and Devonport for use as part of the annual Bike Helmet Safety program.**

4.3 **HAMILTON STREET, LATROBE**

At the 5 August 2019 meeting Cr Young advised that cyclists are increasingly riding along Hamilton Street, Latrobe to access the mountain bike trails at Warrawee. There is also an increasing number of vehicles parked along Hamilton Street when the Warrawee carpark is full and then riding bikes along Hamilton Street to Warrawee.

Cr Young recommends that Council investigate installing a bike lane or dual use area in Hamilton Street to Warrawee and the increased need for parking facilities.

**RDE advised the end section of Hamilton Street, Latrobe does not belong to Latrobe Council. Once permission to use the road has been secured, Council may complete**
the sealing and line marking of the Warrawee carpark. Line marking will increase the capacity of the carpark and may address parking concerns along Hamilton Street.

RDE will continue to monitor parking along Hamilton Street, Latrobe.

4.4 SCHOOL BUS STOPS PORT SORELL ROAD, PORT SORELL
At the 5 August 2019 meeting Cr Allison advised that school children are collected and dropped off along Port Sorell Road between Beer Street and Frankford Street. Cr Allison noted that there is no designated bus stop along this street and is concerned it may be a potential safety hazard for the students.

RDE has requested further information from Cr Allison on this matter.

4.5 SCHOOL BUS STOP SHEFFIELD SCHOOL RAILTON CAMPUS
At the 5 August 2019 meeting Ms Hicks advised that children are being dropped off on the wrong side of Foster Street at Sheffield School Railton Campus. Ms Hicks noted that children are required to cross Foster Street without a crossing guard to access the school. Ms Hicks recommends that DSG investigate changing to school bus route to allow children to be dropped off in front of the school.

Bus routes are a responsibility of State Growth. The matter has been forwarded to DSG for attention.

4.6 NOOK ROAD, NOOK HORSE RIDERS
Kentish Council received a request from Mr Brett Woodberry for horse riding safety signage on Nook Road. Mr Woodberry requested that signage indicating that motorists slow to 15kmph and give horse riders a two meter clearance be installed on Nook Road (image below).

MIA advised that Council cannot apply a 15kmph speed limit on rural roads as the sign indicates. Speed limits in Tasmania are controlled by DSG. The current yellow horse warning signs went through much public consultation and acceptance before being installed. As the northern end of Nook Road is one of the busiest roads, horse riding should not be encouraged in that area.

CDO to post the Horse and Rider Safety video to Council Facebook site and webpage to increase driver awareness of horse rider safety.

5. SAFER VEHICLES

Nil

6. PROJECT UPDATES
6.1 COMMUNITY ROAD SAFETY GRANT
Council was advised by the DSG that its grant application under the Community Road Safety Grants Program for the Roadside Worker Safety Project was successful. The Grant amount is $2,000, with an acquittal date of June 2019.

CDO Chris Clark and RMWSO Julie Patterson resigned from Council. The project has been assigned to CDO Leigh Gracie. Following discussion with Operations Manager, OM has advised that signage, other than standard site signage, should not be used or displayed in roadside work sites due to public liability risks. OM suggested that stickers could be used on some Council vehicles and plant equipment.

The Variation to the Grant Deed has been received with a new acquittal date of June 2020. Nova Design, Devonport has provided a draft vehicle decal design.

CDO presented the completed My Daddy/Mummy Works Here vehicle decals to the Committee. The decals will be installed on Kentish and Latrobe Council fleet and plant vehicles; distributed to Kentish SES, SVIC, LVIC; Kentish and Latrobe Council as a free giveaway to residents and tourists; and, distributed to interested Councils and Community Road Safety organisations.

7. FUTURE PROJECTS

7.1 VMS BOARD UPGRADE
The Committee requested an amount of $1,765.50 be included in the 2019/20 Kentish Council budget to purchase a speed camera for use on the VMS board. The budget for the speed camera was not passed by Kentish Council.

Cr Nicole Meijer requested Kentish Council consider the purchase of the VMS speed radar at the Kentish Council Forum, 1 October 2019.

Kentish Council has approved the purchase of a speed radar, however Council has requested the speed radar have the functionality to record the date, time and speed of vehicles. CDO to arrange for the purchase of the speed radar.

8. WORK ORDERS

8.1 1589 SHEFFIELD ROAD, BARRINGTON
Ms Amanda Hicks noted at the 11 February 2019 meeting that water and soil washed across a dip in Sheffield Road near a dam at 1589 Sheffield Road, Lower Barrington during flooding.

The matter of soil washing over the dip in Sheffield Road has been forwarded to DSG to rectify.

8.2 MORGAN ROAD AND MARSHALL ROAD INTERSECTION
Mr Don Reynolds advised at the 17 June 2019 meeting that sight lines at the intersection of Morgan Road and Marshall Road, Nook are restricted.

**A Latrobe Council work order to cut the long grass and improve line marking is active.**

8.3 SHEFFIELD ROAD, BARRINGTON
At 5 August 2019 meeting Kentish Council received a complaint from Mr Des Brown regarding the accidents that occurred at Sheffield Road, Barrington. Mr Brown requested that trees be removed to improve the lines of sight between Dalwood Road and Barrington Road on Sheffield Road.

Ms Hicks advised that West Nook Road, leading off Dalwood Road may have similar safety concerns regarding removing trees to improve lines of sight. Cr Lane advised this matter will be revisited by the Committee in 2020. The Committee will monitor if removing the trees at Sheffield Road, Barrington improves the line of sight.

**Kentish Council has forwarded the request to DSG for action.**

8.4 BRADSHAW STREET, LATROBE
Mr Noel Colledge advised at 17 June 2019 meeting that the lack of Give Way signage in Bradshaw Street, Latrobe may cause a potential hazard.

Mr Colledge was advised that as Benny Street is a T junction a give way sign may not be required. Motorists failing to give way should be reported to Tasmania Police in the first instance.

**Latrobe Council has advised that Bradshaw St, Latrobe has the required 6 x Give Way signs, excluding Thomas St (not a requirement) and the roundabout Give Way sign.**

8.5 FRANKFORD AND CHAPEL ROADS
Cr Lesley Young advised at 17 June 2019 meeting that an increasing number of accidents are occurring at the Frankford and Chapel Roads intersection.

Vehicles turning from Chapel Road into Frankford Road may not note the Give Way sign and can turn into oncoming traffic. Some vehicles have misjudged the turn, crashed through the fence line and released cattle onto the road.

**MIA advised that Council will approach DSG to make Chapel Road a priority over Frankford Road, as has been done previously.**

8.6 GRANDVIEW DRIVE AND TARLETON ROAD INTERSECTION
Kentish Council received a complaint from Ms Jan Hibbins at 5 August 2019 meeting regarding the safety of students along Grandview Drive to the intersection of Tarleton Road.

Ms Higgins has advised that high school aged students are required to walk along Grandview Drive to access the school bus stop on Tarleton Road. Ms Higgins advised that the condition of the road shoulder makes it impossible to walk safely along the road edge. Parents and students are required to walk along the right-hand side of the road, facing oncoming traffic.

The work order was recorded as completed. Cr Lane advised that the work Council completed at Grandview Drive has washed away.
Cr Lane requested RDE contact Ms Jan Hibbins to discuss her concerns.

8.7 OVERGROWN TREES BROWNS ROAD, PORT SORELL
Cr Allison advised at 5 August 2019 meeting that overgrown trees at 6 Browns Road, Port Sorell are restricting lines of sight at the corner of Browns Road and Port Sorell Road, Port Sorell creating a potential hazard for school buses turning at the intersection. Cr Allison noted that the issue has been outstanding since 2016.

The Latrobe Council work order is active.

8.8 SHORT CUT ROAD, PARADISE
Ms Hicks advised at 5 August 2019 meeting that trees have overgrown Short Cut Road between Paradise Road and Old Paradise Road, Paradise restricting sight lines for bus drivers. Ms Hicks requests the trees be trimmed.

The work order has been completed.

8.9 NOOK ROAD, NOOK
Ms Hicks noted at 5 August 2019 meeting that the Nook Road, Nook intersection that crosses Aitkens Creek has a large number of potholes.

The work order has been completed.

9. GENERAL BUSINESS
9.1 KENTISH VOICE AND LATROBE COUNCIL COAST AND COUNTRY NEWSLETTER ARTICLE
The article “Factor the Tractor” has been circulated to Committee Members and will be submitted to the Latrobe Council Newsletter and published on the Kentish Council Facebook page.

9.2 COMMUNITY ROAD SAFETY COMMITTEE
Const Myers noted at 11 February 2019 meeting that the Committee was originally a Kentish organisation with overview from DIER. As the Committee lost representation from DIER, the focus moved from grass roots/local issues to increasing direction from Hobart. Const Myers recommended that the Committee review its strategic direction with an emphasis building grass roots projects.

CDO to request comments and/or agreement on the draft Terms of Reference from the Committee members via email prior to the next Committee meeting.

9.3 ROAD BROOMING
Mr Targett requested that Kentish and Latrobe Councils increase the road brooming after road treatments as the increasing amount of loose gravel on the roadways may be a safety hazard to motorbikes.

RDE to forward the request for road brooming to OM/MIA.

9.4 TRAFFIC CALMING BRADSHAW STREET, LATROBE
Mr Colledge asked if traffic calming could be an option to slow traffic on Bradshaw Street, Latrobe. RDE advised that DSG is responsible for the installation of traffic calming devices and will not approve the installation unless the area meets certain criteria.
RDE to investigate repeater speed signs on Bradshaw Street, Latrobe.

9.5 VMS BOARD MOVEMENT
CDO advised that the Works department generate an internal charge to Kentish and Latrobe Councils for moving the VMS board. A budget to move the board could requested from both Councils.

A budget request for moving the VMS Board and speed radar will be requested from Kentish and Latrobe Councils 2020/21 budget deliberations.

9.6 BASS HIGHWAY, LATROBE
Mr Targett advised that the condition of Bass Highway, Latrobe near Tasmanian Freight Services is poor and affecting steering and may be a danger to motorcycle riders.

RDE to request DSG advise if further road sealing works are programmed for Bass Highway, Latrobe.

9.7 AMANDA HICKS
Cr Lane advised that the 9 December 2019 meeting will be the final committee meeting for Ms Amanda Hicks.

Ms Hicks to provide recommendations for a new committee member to represent the Kentish and Latrobe bus drivers at the next Committee meeting.

10. MEETING DATES
9 December 2019 – Kentish Council

Meeting Closed: 11.07am

BACK TO AGENDA
1. PURPOSE OF REPORT
To appoint a representative to the Port Sorell Advisory Committee (PSAC) for a period of two years from 2019-2021, in the currently vacant position of Port Sorell Tennis Club Representative.

2. BACKGROUND INFORMATION
At the 11th June 2019 Council meeting a new Port Sorell Advisory Committee was appointed for a two year period from 2019-2021.

Council endorsed the appointment of a Community representative, Port Sorell School representative and a change of representative for Lyndsey Holmes from a Community representative to the Shearwater Village Business Group representative at their meeting held 8th July 2019. Additionally, at their meeting held 12th August 2019, Council endorsed the appointment of a Rubicon Senior Citizens Club representative. Further to the appointments to the new Committee, the following membership positions were left vacant:

1. Representative nominated by Commercial Tourist interests
2. Representative nominated from the Community
3. Representative nominated by Emergency Services
4. Representative nominated by Port Sorell Tennis Club
5. Youth Representatives

Council has recently received a nomination to fill the following vacancy:

<table>
<thead>
<tr>
<th>Group/Organisation</th>
<th>Nomination</th>
</tr>
</thead>
<tbody>
<tr>
<td>Port Sorell Tennis Club</td>
<td>Jan Dicker</td>
</tr>
<tr>
<td></td>
<td>Proxy: Joshua Tome</td>
</tr>
</tbody>
</table>

Positions still not yet nominated for, include:
1. Representative nominated by Commercial Tourist interests
2. Representatives nominated from the Community
3. Representative nominated by Emergency Services
4. Youth Representatives
3. PROPOSAL/SUMMARY
The nomination received has been listed. There has been no duplication of positions nominated for. It is proposed to actively pursue appropriate groups/organisations to fill the above vacancies.

4. RELATIONSHIP WITH STRATEGIC PLANNING AND POLICY
The Latrobe Council Strategic Plan provides the following objectives:

Objective 2.4: Community Services - To provide a range of quality community facilities and engage and empower our community to participate.

Objective 3.1: Governance & Organisational Development - To provide leadership for the community and advocate on its behalf to improve the economic, social and environmental wellbeing of the Latrobe Council area.

5. LEGAL AND RISK IMPLICATIONS
The PSAC is a Special Committee of Latrobe Council, established under Section 24 of the Local Government Act 1993, that states:

24. Special committees
(1) A council may establish, on such terms and for such purposes as it thinks fit, special committees.

(2) A special committee consists of such persons appointed by the council as the council thinks appropriate.

(3) The council is to determine the procedures relating to meetings of a special committee.

As the Committee only provides an advisory role to Council with all recommendations to be either endorsed or rejected, risk by the PSAC is negligible.

6. FINANCIAL IMPLICATION
Provision of secretarial support and attendance at meetings by 2 Council officers. An annual allocation is provided within Council’s operating budget.

7. PUBLIC/CUSTOMER IMPLICATIONS
PSAC members, after liaising with the group or sections of the community that they represent, bring that organisation’s stance on particular topics to meetings for discussion. The PSAC needs community members, representing community groups and organisations, who are willing to engage actively with the committee and contribute to the good development of the Port Sorell, Hawley and Shearwater areas.

The current Terms of Reference state that representatives on the PSAC are only able to miss three consecutive meetings without a Leave of Absence before a replacement is sought for their role on the Committee. This has been implemented to ensure adequate input from all member organisations and the community on matters brought before the PSAC.

8. SOCIAL/ENVIRONMENTAL IMPLICATIONS
There are no significant social or environmental implications.

9. CONSULTATION
The Port Sorell Tennis Club was forthcoming with their representative nomination following discussion at PSAC meetings and canvassing from existing members.
10. RECOMMENDATION(S):
That the report by the Executive Assistant dated 29th October 2019, concerning Port Sorell Advisory Committee – Additional Nomination 2019-2021, be received and:

1. That the following appointment be made for a two year period, effective from 26th November 2019 PSAC meeting; and

   1 Representative nominated by Port Sorell Tennis Club  |  Jan Dicker  
   |  Proxy: Joshua Tome  

2. That Council actively pursue appropriate groups to fill the vacant positions.

BACK TO AGENDA
1. PURPOSE OF REPORT

To appoint an Emergency Management Coordinator (EMC) in accordance with the Emergency Management Act 2006.

2. BACKGROUND INFORMATION

Under the Emergency Management Act 2006 it is a requirement that councils have an Emergency Management Coordinator (EMC) and a Deputy Emergency Management Coordinator (DEMC). These positions are nominated by councils and appointed by the relevant Minister under the Act. Both positions are for a two year period.

At their 11th September 2017 Meeting, Council resolved to nominate Mr Jonathan Magor to the position of EMC. In October 2017 Council was advised that the nomination was successful, and the appointment subsequently made by the Minister for Police, Fire and Emergency Management, Hon Rene Hidding MP. The two year appointment period has recently expired, and it is proposed that Mr Magor be re-elected into this role.

The Operations Manager, Mr Jason Bellchambers, continues in the role as the Deputy EMC. They both hold the same positions at the Kentish Council.

In considering any nominations Councillors need to be aware of their obligations under the Act, specifically:

A council may only nominate a person for the position of Municipal Emergency Management Coordinator or Deputy Municipal Emergency Management Coordinator if the person, once appointed to the position, would have the authority and ability to make decisions relating to the coordination of emergency management in the municipal area during an emergency without first seeking the approval of the council.

Alongside the Municipal Committee¹ councils have a central role in coordinating and facilitating a range of emergency management activities for all hazards, as well as resourcing specific council responsibilities for emergency management

3. COMPLIANCE WITH STRATEGIC PLAN

Relates to Council’s ‘Our Place – Our Plan’, A Strategic Direction 2012-2017 Advocacy and Leadership Strategy 3.1.2 to ‘Develop and Implement the Emergency Management Plan’ and Governance Strategy 3.2.3 to ‘Participate in relevant State and regional initiatives and partnership agreements’.

4. FINANCIAL IMPLICATIONS

The positions are undertaken within existing financial resources.

5. RISK ISSUES

Emergency management is not a choice for Local Government - it is a legislative requirement. The summary below describes the general arrangements for emergency management in the Latrobe municipal area:

¹ The Mersey-Leven Municipal Combined Area Emergency Management Committee is supported by the Municipal Coordinator from each Council as required by Division 3 s 19-25 of the Emergency Management Act 2006.
**Prevention and Mitigation:** A focus on preventing, minimising and mitigating the occurrence and effect of events likely to result in emergency situations.

**Preparedness:** That put in place to be ready to respond to and manage a community before an emergency occurs or is predicted.

**Response:** What is done when an emergency is immediately imminent or occurring.

**Recovery:** What is done to support all aspects of recovery in the short (ie. similar timeframe to response) through to longer term.

6. **CONSULTATION**

The General Manager has advised Mr Jonathan Magor of the proposed reappointment.

7. **STATUTORY REQUIREMENTS**

Section 23 (Municipal Emergency Management Coordinators and Deputies) and Section 24 (Functions and Powers of Municipal Coordinators) are the most relevant sections of the *Emergency Management Act 2006* relating to these appointments and both sections follow:

23. **Municipal Emergency Management Coordinators and Deputies**

(1) The Minister is to appoint a Municipal Emergency Management Coordinator and a Deputy Municipal Emergency Management Coordinator for each municipal area.

(2) The Minister is to appoint as Municipal Emergency Management Coordinator, or Deputy Municipal Emergency Management Coordinator, for a municipal area a person nominated by the council in that municipal area.

(3) Each Municipal Coordinator and Deputy Municipal Coordinator may hold that office in conjunction with any other appointment, position or office.

(4) Each Municipal Coordinator and Deputy Municipal Coordinator holds office for the period, and on the terms and conditions, specified in his or her instrument of appointment.

(5) A Deputy Municipal Coordinator for a municipal area may act in the office of Municipal Coordinator if –

   - (a) the Municipal Coordinator is absent from Tasmania or from duty as Municipal Coordinator;
   
   - (b) the Municipal Coordinator is otherwise unable to perform the functions of the office of Municipal Emergency Management Coordinator;
   
   - (c) the Municipal Coordinator has died, resigned or been removed from office and a new Municipal Coordinator has not been appointed.

(6) While the Deputy Municipal Coordinator is acting in the office of Municipal Emergency Management Coordinator, he or she is taken to be the Municipal Coordinator.

(7) The Minister, by written notice provided to a council, may require the council to nominate persons for the positions of Municipal Emergency Management Coordinator and Deputy Municipal Emergency Management Coordinator by providing that nomination to the Minister within the time specified in the notice.

(8) A council may only nominate a person for the position of Municipal Emergency Management Coordinator or Deputy Municipal Emergency Management Coordinator if the person, once appointed to the position, would have the authority and ability to make decisions relating to the coordination of emergency management in the municipal area during an emergency without first seeking the approval of the council.

(9) On receipt of the nomination, the State Controller is to provide the nomination, together with his or her recommendations, to the Minister.

(10) If a council fails to comply with a notice provided under subsection (7), the Minister may appoint a person he or she considers suitable to be Municipal Emergency Management Coordinator or Deputy Municipal Emergency Management Coordinator for the municipal area.

(11) If a council fails to nominate a Municipal Coordinator or Deputy Municipal Coordinator, the Minister may appoint a person he or she considers suitable to be Municipal Emergency Management Coordinator or Deputy Municipal Emergency Management Coordinator for the municipal area governed by that council.

24. **Functions and powers of Municipal Coordinators**
A Municipal Coordinator has the following functions in respect of the municipal area for which he or she is the Municipal Coordinator:

(a) to assist and advise the Municipal Chairperson and the relevant council on all matters with respect to emergency management in the municipal area or combined area;

(b) if the Regional Controller requires it, to assist and advise the Regional Controller on matters with respect to emergency management in the municipal area;

(c) prior to, during or subsequent to the occurrence of an emergency in the municipal area, to ensure that –
   (i) the resources of the relevant council are coordinated and used as required by section 46; and
   (ii) his or her instructions and decisions and the instructions and decisions of the Municipal Committee, Municipal Chairperson and Regional Controller are transmitted to, and adequately carried out by, the bodies and other persons to whom they are directed or relate;

(d) to consider whether any powers or declarations under this Act need to be used or made for the purposes of emergency management in respect of an emergency in the municipal area and, if so, to advise the Regional Controller of that need;

(e) if the Municipal Coordinator considers that resources of another municipal area are necessary to make better provision for emergency management in the municipal area, to request those resources;

(f) to assist the Unit Managers of the municipal volunteer SES units with the supply and coordination of equipment and facilities provided by the council and the maintenance of such equipment and facilities;

(g) other functions in respect of emergency management imposed by the Regional Committee or the Regional Controller;

(h) other functions imposed by this or any other Act;

(i) prescribed functions.

A Municipal Coordinator has the following powers:

(a) to utilise the resources of the municipal volunteer SES units in support of statutory services for emergency purposes within the municipal area;

(b) to advise the council and councillors in the municipal area in respect of the facilities required for effective operation of the municipal volunteer SES units;

(c) powers determined by the Regional Controller by notice provided to the Municipal Coordinator;

(d) prescribed powers;

(e) the power to do all other things necessary or convenient to perform his or her functions.

8. OFFICER’S COMMENTS

Significant responsibility is attached to the Municipal Emergency Management and Deputy Municipal Emergency Management Coordinator positions with officers responsible to coordinate, advise and assist Council on all matters pertaining to emergency management within the Latrobe municipality. In the event of an emergency situation involving the Latrobe Council, significant assistance will need to be provided by senior management and staff in fulfilling these roles. Jonathan has extensive experience in this role and excelled in the response to the 2016 Latrobe and Kentish flood events.

9. RECOMMENDATION

That the report by the General Manager dated 5th November 2019 concerning the Emergency Management Coordinator Vacancy be received and in accordance with the Emergency Management Act 2006, the Department of Police & Emergency Management be advised that Mr Jonathan Magor has been nominated by Council as Latrobe Council’s Emergency Management Coordinator for a two year period.
REPORT TO: COUNCIL MEETING DATE 11 NOVEMBER 2019

REPORT TITLE: FINANCE REPORT - OCTOBER 2019

REPORT AUTHOR: Team Leader Finance - Kim Barker

Note: The Report Author does not have a pecuniary interest in the subject matter

AUTHORISING MANAGER: Manager Customer & Business Services - Andrew Cock

DATE OF REPORT: 5 November 2019

REPORT CLASS: PUBLIC/OPEN

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The following information is provided to give a preliminary indication of the financial performance of Council for the period ended 31 October 2019 and an estimated financial position as at 31 October 2019. Cut-off for this report was 5 November 2019 and any October invoices processed after this date will not be reflected in this report.

Comparisons to budget within this report are to the original 2019/20 budget adopted on 15 July 2019.

Operating Budget Variances

Most of the variances within the operating budget, are considered to be timing variances at this time.

Other Income – Operating Budget

Other income is under budget on a Year To Date basis, in part due to the seasonal nature of the Caravan Park and Camp Banksia. As the weather warms up these revenue streams should increase as the season progresses.

Other Expenses – Operating Budget

Other expenses are greater than budget on a Year To Date basis, due in part to the timing difference of rates discounts (discounts offered in accordance with Councils rate resolution on full payment of the ratepayers annual rate charges), processed for the full year.

Capital Expenditure

Refer to the attached Capital Expenditure Report for detail of capital expenditure to date.

Year to date capital expenditure for 2019/20 is $1,485,718 compared with $2,227,568 of year to date budgeted expenditure. The variance is largely due to the timing varying to budget.

Cash

Closing cash balance for the month is $11,459,956. Return on fixed term deposits is 1.76%pa, which is above the benchmark Bank Bill Swap Rate (BBSW) for 6 months of 1.03%.

Rates Receivable

2019/20 rates outstanding at 31 October 2019 were $2,433,193 or 31.5% of current year rates (October 2018 30.4%)

An additional $96,838 of rates remain outstanding from prior years.
Outstanding Debtors

Total receivables is $190,142.47 of which $121,211.20 is current due to greater than usual invoices being levied during October for a truck trade-in, Department of State Growth grant and Devonport City Council reimbursement for SES Mersey costs.

Additional Notes

The Finance Department is still modifying processes and reconciling balances following the adoption of the Technology One software. Adjustments may still be made to the balances and transactions reported for the 2019/20 year.

In addition, the reported balances for the prior year actuals (2018/2019), do not yet reflect the final result as the accounting process to finalise the results is not yet completed.

Kim Barker
Team Leader Finance
Comment: This graph presents the YTD revenue against the complete annual budgeted revenue for 2019/20. As additional revenue is claimed during the year we expect the YTD revenue column to grow.

Comment: This graph presents the annual weighted return on Latrobe’s investments (fixed term deposits) against the BBSW rate. This is an indicator whether Latrobe is performing well against the market.

Comment: This graph presents actual total expenses YTD against budgeted total expenses YTD. If the actual spend is consistent with budget then the bars should be similar.

Comment: This graph presents actual total capital spend YTD against budgeted annual total capital spend. As the year progresses the actual YTD capital spend should rise and end in-line with the budget.

Comment: The trend line will show actual YTD cumulative operating costs per rateable property against the budget. If the actual YTD line trends inline with the budget then spending is consistent with budget. The operating costs include all costs except depreciation and borrowing costs.

Comment: The trend line will show actual YTD cumulative rates collected as a percentage of total rates against the 2018/19 actual trend. This will provide a comparison with how the Council is progressing with collecting rates compared with the prior year.
### Income Statement for Latrobe Council for the Period 31 October 2019

<table>
<thead>
<tr>
<th>INCOME</th>
<th>Prior Year Actual</th>
<th>Original Budget</th>
<th>Current Budget</th>
<th>YTD Budget</th>
<th>YTD Actual</th>
<th>Movement</th>
<th>Variance</th>
<th>Variance F/U</th>
<th>Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>4RV01 - Rates, Levies &amp; Annual Charges</td>
<td>7,248,870</td>
<td>7,780,608</td>
<td>7,780,608</td>
<td>7,780,608</td>
<td>7,764,774</td>
<td>8,616</td>
<td>(15,834)</td>
<td>-0.20%</td>
<td>U Minor variance due to timing difference</td>
</tr>
<tr>
<td>4RV02 - User charges and fees</td>
<td>1,120,137</td>
<td>945,372</td>
<td>945,372</td>
<td>315,124</td>
<td>340,544</td>
<td>76,968</td>
<td>25,420</td>
<td>8.07%</td>
<td>F</td>
</tr>
<tr>
<td>4RV03 - Interest &amp; Investment Revenue</td>
<td>274,732</td>
<td>238,392</td>
<td>238,392</td>
<td>79,466</td>
<td>70,817</td>
<td>18,201</td>
<td>(8,647)</td>
<td>-10.88%</td>
<td>U Reduced interest rates in FY20</td>
</tr>
<tr>
<td>4RV04 - Other Income</td>
<td>2,377,094</td>
<td>4,968,924</td>
<td>4,968,924</td>
<td>506,308</td>
<td>227,761</td>
<td>68,715</td>
<td>(278,547)</td>
<td>-55.02%</td>
<td>U Timing varies to budget</td>
</tr>
<tr>
<td>4RV05 - Grants, subsidies, contributions and donations - Operating</td>
<td>1,350,244</td>
<td>1,729,368</td>
<td>1,729,368</td>
<td>207,401</td>
<td>207,659</td>
<td>257</td>
<td>258</td>
<td>0.12%</td>
<td>F</td>
</tr>
<tr>
<td>4RV06 - Grants, subsidies, contributions and donations - Capital</td>
<td>1,746,736</td>
<td>604,116</td>
<td>604,116</td>
<td>97,685</td>
<td>15,000</td>
<td>15,000</td>
<td>(82,685)</td>
<td>-84.64%</td>
<td>U Timing varies to budget</td>
</tr>
<tr>
<td>4RV07 - Proceeds from the sale of assets</td>
<td>15,165</td>
<td>168</td>
<td>168</td>
<td>56</td>
<td>124,364</td>
<td>56,364</td>
<td>124,308</td>
<td>221,977%</td>
<td>F Sale of Tractor and Truck</td>
</tr>
<tr>
<td>4RV08 - Statutory fees and fines</td>
<td>283,368</td>
<td>285,876</td>
<td>285,876</td>
<td>95,292</td>
<td>157,685</td>
<td>29,015</td>
<td>62,393</td>
<td>65.48%</td>
<td>F Timing varies to budget</td>
</tr>
<tr>
<td>4RV09 - Contributions - cash (Capital)</td>
<td>653,254</td>
<td>569,496</td>
<td>569,496</td>
<td>189,832</td>
<td>143,853</td>
<td>136,713</td>
<td>(45,979)</td>
<td>-24.22%</td>
<td>U Timing varies to budget - mainly due to public open space contributions</td>
</tr>
<tr>
<td><strong>TOTAL INCOME</strong></td>
<td>15,068,600</td>
<td>17,122,320</td>
<td>17,122,320</td>
<td>9,271,770</td>
<td>9,052,455</td>
<td>409,849</td>
<td>(219,315)</td>
<td>-2.37%</td>
<td></td>
</tr>
</tbody>
</table>

### EXPENSES

<table>
<thead>
<tr>
<th>EXPENSES</th>
<th>Prior Year Actual</th>
<th>Original Budget</th>
<th>Current Budget</th>
<th>YTD Budget</th>
<th>YTD Actual</th>
<th>Movement</th>
<th>Variance</th>
<th>Variance F/U</th>
<th>Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>6EX01 - Employee Benefits</td>
<td>3,753,338</td>
<td>3,833,496</td>
<td>3,833,496</td>
<td>1,313,788</td>
<td>1,405,009</td>
<td>308,149</td>
<td>91,221</td>
<td>6.94%</td>
<td>F Actual payroll includes 1 more pay period than budget due to timing of pay period ending</td>
</tr>
<tr>
<td>6EX03 - Materials &amp; Contracts</td>
<td>4,609,856</td>
<td>4,125,768</td>
<td>4,125,768</td>
<td>1,375,256</td>
<td>1,335,592</td>
<td>387,023</td>
<td>(39,664)</td>
<td>-2.88%</td>
<td>F Timing varies to budget</td>
</tr>
<tr>
<td>6EX04 - Depreciation &amp; Amortization</td>
<td>3,138,677</td>
<td>3,747,708</td>
<td>3,747,708</td>
<td>1,249,236</td>
<td>1,249,260</td>
<td>312,310</td>
<td>24</td>
<td>0.00%</td>
<td>U</td>
</tr>
<tr>
<td>6EX05 - Impairment</td>
<td>31,979</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>NA</td>
</tr>
<tr>
<td>6EX06 - Other Expenses</td>
<td>1,317,350</td>
<td>1,333,692</td>
<td>1,333,692</td>
<td>557,566</td>
<td>645,336</td>
<td>123,770</td>
<td>87,770</td>
<td>15.74%</td>
<td>U Timing varies to budget - including rates discounts</td>
</tr>
<tr>
<td>6EX07 - Interest &amp; Investment Losses</td>
<td>7,264</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>(750)</td>
<td>0</td>
<td>(750)</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td>12,858,463</td>
<td>13,040,664</td>
<td>13,040,664</td>
<td>4,495,846</td>
<td>4,634,447</td>
<td>1,130,627</td>
<td>138,601</td>
<td>3.08%</td>
<td></td>
</tr>
</tbody>
</table>

| Operating Surplus / (Deficit) | 2,211,136 | 4,081,656 | 4,081,656 | 4,775,924 | 4,418,008 | (720,978) | (157,916) | -7.49% | |

### ADJUSTMENTS

<table>
<thead>
<tr>
<th>ADJUSTMENTS</th>
<th>Prior Year Actual</th>
<th>Original Budget</th>
<th>Current Budget</th>
<th>YTD Budget</th>
<th>YTD Actual</th>
<th>Movement</th>
<th>Variance</th>
<th>Variance F/U</th>
<th>Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital grants received specifically for new or upgraded assets</td>
<td>(454,120)</td>
<td>(454,120)</td>
<td>(151,373)</td>
<td>-</td>
<td>15,000</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Contributions - cash</td>
<td>(165,000)</td>
<td>(165,000)</td>
<td>(55,000)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Contributions - non-monetary assets</td>
<td>(3,450,000)</td>
<td>(3,450,000)</td>
<td>(1,150,000)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Grants received in advance - current year</td>
<td>(860,422)</td>
<td>(860,422)</td>
<td>(286,807)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>This year’s grants included in prior years income</td>
<td>843,550</td>
<td>843,550</td>
<td>281,183</td>
<td>248,471</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fair value adjustment of equity investment</td>
<td>4,447,328</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Landfill rehabilitation provision recognised in FY11</td>
<td>(10,764,712)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td><strong>Adjusted Underlying Result - Surplus / (Deficit)</strong></td>
<td>(4,106,248)</td>
<td>(4,336)</td>
<td>(4,336)</td>
<td>3,413,927</td>
<td>4,651,479</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Key**
- F = Favourable Variance
- U = Unfavourable Variance
- YTD = Year To Date
## Balance Sheet for Latrobe Council as at 31 October 2019

<table>
<thead>
<tr>
<th></th>
<th>YTD Actual 2019/20</th>
<th>PY Actual Jun-18</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash Assets</td>
<td>11,459,956</td>
<td>9,910,709</td>
</tr>
<tr>
<td>Inventories Current</td>
<td>39,931</td>
<td>9,030</td>
</tr>
<tr>
<td>Receivables Current</td>
<td>769,732</td>
<td>630,592</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>12,269,619</td>
<td>10,550,330</td>
</tr>
<tr>
<td><strong>Debtor Control Accounts</strong></td>
<td>2,553,217</td>
<td>263,630</td>
</tr>
<tr>
<td><strong>Total Debtor Control Accounts</strong></td>
<td>2,553,217</td>
<td>263,630</td>
</tr>
<tr>
<td><strong>Non Current Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non Current Investments</td>
<td>36,873,077</td>
<td>36,873,077</td>
</tr>
<tr>
<td><strong>Total Non Current Assets</strong></td>
<td>36,873,077</td>
<td>36,873,077</td>
</tr>
<tr>
<td><strong>Property Plant &amp; Equipments</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Buildings</td>
<td>24,485,625</td>
<td>24,678,567</td>
</tr>
<tr>
<td>Controlled Land</td>
<td>100</td>
<td>100</td>
</tr>
<tr>
<td>Depreciable Land</td>
<td>5,432,214</td>
<td>4,917,378</td>
</tr>
<tr>
<td>Furniture &amp; Fittings</td>
<td>24,574</td>
<td>0</td>
</tr>
<tr>
<td>Heritage</td>
<td>354</td>
<td>354</td>
</tr>
<tr>
<td>Land Under Road</td>
<td>19,737,384</td>
<td>19,737,384</td>
</tr>
<tr>
<td>Non Depreciable</td>
<td>1,220,961</td>
<td>1,220,961</td>
</tr>
<tr>
<td>Office Equipment</td>
<td>138,395</td>
<td>185,441</td>
</tr>
<tr>
<td>Other Assets</td>
<td>2,448,289</td>
<td>2,439,816</td>
</tr>
<tr>
<td>Other Structures</td>
<td>492,804</td>
<td>491,959</td>
</tr>
<tr>
<td>Owned Freehold</td>
<td>18,731,239</td>
<td>18,443,290</td>
</tr>
<tr>
<td>Plant &amp; Equipment</td>
<td>2,211,574</td>
<td>2,126,918</td>
</tr>
<tr>
<td>Roads, Bridges &amp; Footpaths</td>
<td>80,397,754</td>
<td>80,777,834</td>
</tr>
<tr>
<td>Stormwater</td>
<td>21,305,251</td>
<td>21,399,090</td>
</tr>
<tr>
<td><strong>Total Property Plant &amp; Equipments</strong></td>
<td>176,626,517</td>
<td>176,419,091</td>
</tr>
<tr>
<td><strong>Intangibles</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Intangibles</td>
<td>77,672</td>
<td>48,087</td>
</tr>
<tr>
<td><strong>Total Intangibles</strong></td>
<td>77,672</td>
<td>48,087</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>228,400,101</td>
<td>224,154,216</td>
</tr>
</tbody>
</table>

| **LIABILITIES**      |                    |                  |
| Current Liabilities  |                    |                  |
| Payables Current     | 714,913            | 910,239          |
| Payroll Clearing     | 101,207            | 31,254           |
| Property Liabilities | 2,018,303          | 2,046,413        |
## Balance Sheet for Latrobe Council as at 31 October 2019

<table>
<thead>
<tr>
<th></th>
<th>YTD Actual 2019/20</th>
<th>PY Actual Jun-18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provisions Current</td>
<td>1,145,541</td>
<td>1,067,271</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>3,979,964</td>
<td>4,055,176</td>
</tr>
<tr>
<td>Interest Bearing Liabilities NC</td>
<td>567,276</td>
<td>601,633</td>
</tr>
<tr>
<td>Provisions NC</td>
<td>12,549,693</td>
<td>12,549,693</td>
</tr>
<tr>
<td><strong>Total Non Current Liabilities</strong></td>
<td>13,116,969</td>
<td>13,151,326</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td>17,096,932</td>
<td>17,206,503</td>
</tr>
<tr>
<td><strong>NET ASSETS</strong></td>
<td>211,303,169</td>
<td>206,947,713</td>
</tr>
<tr>
<td><strong>EQUITY</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non Current Liabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accumulated Surplus</td>
<td>103,909,537</td>
<td>108,072,876</td>
</tr>
<tr>
<td>Asset Revaluation Reserve</td>
<td>102,975,623</td>
<td>102,981,085</td>
</tr>
<tr>
<td>Current Year Surplus / (Deficit)</td>
<td>4,418,008</td>
<td>(4,106,248)</td>
</tr>
<tr>
<td>Suspense</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL EQUITY</strong></td>
<td>211,303,169</td>
<td>206,947,713</td>
</tr>
</tbody>
</table>
### CASH AND INVESTMENTS BY INSTITUTION

<table>
<thead>
<tr>
<th>Institution</th>
<th>Investment Rating (S&amp;P short/long term)</th>
<th>Number of Term Deposits</th>
<th>Current Amount Invested</th>
<th>Interest Accrued To Date</th>
<th>Average Term (Days)</th>
<th>Average Interest Rate</th>
<th>% of Total Funds</th>
<th>Investment Policy Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMP</td>
<td>A2 / BBB</td>
<td>3</td>
<td>$2,400,000</td>
<td>$11,538</td>
<td>166</td>
<td>2.04%</td>
<td>21%</td>
<td>20%</td>
</tr>
<tr>
<td>ANZ</td>
<td>A1+ / AA-</td>
<td>1</td>
<td>$1,270,994</td>
<td>$2,227</td>
<td>365</td>
<td>1.51%</td>
<td>11%</td>
<td>80%</td>
</tr>
<tr>
<td>Bendigo</td>
<td>A2 / BBB</td>
<td>5</td>
<td>$2,250,000</td>
<td>$11,345</td>
<td>165</td>
<td>1.83%</td>
<td>20%</td>
<td>20%</td>
</tr>
<tr>
<td>NAB</td>
<td>A1+ / AA-</td>
<td>5</td>
<td>$5,100,000</td>
<td>$28,126</td>
<td>176</td>
<td>1.76%</td>
<td>44%</td>
<td>80%</td>
</tr>
<tr>
<td>CBA</td>
<td>A1+ / AA-</td>
<td>2</td>
<td>$488,507</td>
<td>$114</td>
<td>365</td>
<td>0.40%</td>
<td>4%</td>
<td>80%</td>
</tr>
<tr>
<td>MyState</td>
<td>A2 / BBB</td>
<td>1</td>
<td>$43</td>
<td>-</td>
<td>365</td>
<td>0%</td>
<td>0%</td>
<td>20%</td>
</tr>
<tr>
<td><strong>Total Funds</strong></td>
<td></td>
<td></td>
<td><strong>$11,509,543</strong></td>
<td><strong>$53,351</strong></td>
<td></td>
<td></td>
<td>100%</td>
<td></td>
</tr>
</tbody>
</table>

### CASH AND INVESTMENTS BY RISK CATEGORY

<table>
<thead>
<tr>
<th>Investment Rating (S&amp;P Short term)</th>
<th>Current Amount Invested</th>
<th>% of Total Funds</th>
<th>Investment Policy Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1+ / AA-</td>
<td>$6,859,501</td>
<td>59.60%</td>
<td>100%</td>
</tr>
<tr>
<td>A1 / A</td>
<td>$</td>
<td>0.00%</td>
<td>100%</td>
</tr>
<tr>
<td>A2 / BBB</td>
<td>$4,650,043</td>
<td>40.40%</td>
<td>60%</td>
</tr>
<tr>
<td>A-2</td>
<td>$</td>
<td>0.00%</td>
<td>60%</td>
</tr>
<tr>
<td>A3</td>
<td>$</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>Unrated</td>
<td>$</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>Govt. Guaranteed</td>
<td>$</td>
<td>0%</td>
<td>100%</td>
</tr>
<tr>
<td><strong>Total Funds</strong></td>
<td><strong>$11,509,543</strong></td>
<td><strong>100.00%</strong></td>
<td></td>
</tr>
<tr>
<td>Investment Body</td>
<td>Investment Rating (S&amp;P Short / Long Term)</td>
<td>Date Lodged</td>
<td>Maturity Date</td>
</tr>
<tr>
<td>-----------------</td>
<td>------------------------------------------</td>
<td>-------------</td>
<td>---------------</td>
</tr>
<tr>
<td>Bendigo</td>
<td>A2 / BBB+</td>
<td>13/05/2019</td>
<td>11/11/2019</td>
</tr>
<tr>
<td>Bendigo</td>
<td>A2 / BBB+</td>
<td>4/09/2019</td>
<td>4/03/2020</td>
</tr>
<tr>
<td>Bendigo</td>
<td>A2 / BBB+</td>
<td>12/08/2019</td>
<td>13/01/2020</td>
</tr>
<tr>
<td>NAB</td>
<td>A1+ / AA-</td>
<td>15/05/2019</td>
<td>11/11/2019</td>
</tr>
<tr>
<td>AMP</td>
<td>A2 / A-</td>
<td>29/07/2019</td>
<td>29/01/2020</td>
</tr>
<tr>
<td>AMP</td>
<td>A2 / A-</td>
<td>31/07/2019</td>
<td>3/12/2019</td>
</tr>
<tr>
<td>NAB</td>
<td>A1+ / AA-</td>
<td>12/08/2019</td>
<td>12/02/2020</td>
</tr>
<tr>
<td>Bendigo</td>
<td>A2 / BBB+</td>
<td>20/08/2019</td>
<td>20/02/2020</td>
</tr>
<tr>
<td>NAB</td>
<td>A1+ / AA-</td>
<td>30/08/2019</td>
<td>2/03/2020</td>
</tr>
<tr>
<td>AMP</td>
<td>A2 / A-</td>
<td>4/09/2019</td>
<td>11/03/2020</td>
</tr>
<tr>
<td>NAB</td>
<td>A1+ / AA-</td>
<td>8/10/2019</td>
<td>6/04/2020</td>
</tr>
<tr>
<td>Bendigo</td>
<td>A2 / BBB+</td>
<td>30/10/2019</td>
<td>28/02/2020</td>
</tr>
<tr>
<td>NAB</td>
<td>A1+ / AA-</td>
<td>30/10/2019</td>
<td>30/03/2020</td>
</tr>
<tr>
<td>ANZ</td>
<td>A1+ / AA-</td>
<td>31/10/2019</td>
<td>at call</td>
</tr>
<tr>
<td>CBA</td>
<td>A1+ / AA-</td>
<td>at call</td>
<td>$101.56</td>
</tr>
<tr>
<td>MyState</td>
<td>A2 / BBB+</td>
<td>at call</td>
<td>$42.75</td>
</tr>
<tr>
<td>CBA</td>
<td>A1+ / AA-</td>
<td>31/10/2019</td>
<td>Working a/c</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Weighted Average Interest Rate:** 1.76%
- **RBA Cash Rate:** 1.00%
- **BBSW 90 Day Swap Rate:** 1.03%
## RATE COLLECTION REPORT
### 31-Oct-19

<table>
<thead>
<tr>
<th>Category</th>
<th>Current 31-Oct-19</th>
<th>Current %</th>
<th>Prior 31-Oct-18</th>
<th>Prior %</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrears - 1 July 2019</td>
<td>$ (96,838)</td>
<td></td>
<td>$ (79,201)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rates &amp; Charges Levied</td>
<td>$ 7,745,945</td>
<td></td>
<td>$ 7,402,053</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplementary Rates</td>
<td>$ 70,999</td>
<td></td>
<td>$ 72,469</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Demanded</td>
<td>$ 7,720,105</td>
<td></td>
<td>$ 7,395,321</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Refunds</td>
<td>$ 21,795</td>
<td>61.7%</td>
<td>$ 11,185</td>
<td>63.0%</td>
<td></td>
</tr>
<tr>
<td>Receipts</td>
<td>$ 4,761,461</td>
<td></td>
<td>$ 4,661,426</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pensioner Remissions</td>
<td>$ 422,857</td>
<td>5.5%</td>
<td>$ 400,886</td>
<td>5.4%</td>
<td></td>
</tr>
<tr>
<td>Council Remissions/Adjustments</td>
<td>$ 51,378</td>
<td>0.7%</td>
<td>$ 35,981</td>
<td>0.5%</td>
<td></td>
</tr>
<tr>
<td>Discount</td>
<td>$ 51,217</td>
<td>0.7%</td>
<td>$ 46,218</td>
<td>0.6%</td>
<td></td>
</tr>
<tr>
<td>Rates Outstanding</td>
<td>$ 2,433,193</td>
<td>31.5%</td>
<td>$ 2,250,810</td>
<td>30.4%</td>
<td></td>
</tr>
<tr>
<td>Plus Rates in Credit</td>
<td>$95,825</td>
<td></td>
<td>$96,075</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current</td>
<td>$2,529,018</td>
<td></td>
<td>$2,346,885</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arrears</td>
<td>$132,902</td>
<td></td>
<td>$128,069</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Collection Report - Latrobe
Latrobe Council OPEN Agenda
11th November, 2019
5/11/2019
## OUTSTANDING DEBTORS REPORT

### 31-October-2019

<table>
<thead>
<tr>
<th>Accounts Receivable</th>
<th></th>
</tr>
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<tbody>
<tr>
<td>Balance brought forward</td>
<td>$95,328.06</td>
</tr>
<tr>
<td>Levied during month</td>
<td>$150,209.48</td>
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<tr>
<td>Less paid during month</td>
<td>$53,225.57</td>
</tr>
<tr>
<td>Adjustments/Credit notes</td>
<td>$2,499.50</td>
</tr>
<tr>
<td>Refunds</td>
<td>$330.00</td>
</tr>
<tr>
<td>Current balance</td>
<td>$190,142.47</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current</td>
<td>$121,211.20</td>
</tr>
<tr>
<td>30 days</td>
<td>$25,644.40</td>
</tr>
<tr>
<td>60 days &amp; over</td>
<td>$43,286.87</td>
</tr>
<tr>
<td>190,142.47</td>
<td></td>
</tr>
</tbody>
</table>
## Latrobe Capital Expenditure as at October 2019/2020

### Capital Expense Type: BUILD = Buildings

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Project</th>
<th>Actual Period</th>
<th>Budget Period</th>
<th>Year To Date Actual</th>
<th>Year To Date Budget</th>
<th>Budget/Actual Variance</th>
<th>Full Year Budget Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budget Type</strong></td>
<td><strong>Type</strong></td>
<td><strong>Project</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Variance</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Project</strong></td>
<td><strong>Period</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td><strong>Period</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Variance</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Full Year Budget</strong></td>
<td><strong>Commentary</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Project</strong></th>
<th><strong>Budget</strong></th>
<th><strong>Year To Date</strong></th>
<th><strong>Budget</strong></th>
<th><strong>Actual</strong></th>
<th><strong>Actual</strong></th>
<th><strong>Budget</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Type</strong></td>
<td><strong>Project</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td><strong>Period</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Variance</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Full Year Budget</strong></td>
<td><strong>Commentary</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
</tbody>
</table>

### Capital Expense Type: CPARK = Car Parks

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Project</th>
<th>Actual Period</th>
<th>Budget Period</th>
<th>Year To Date Actual</th>
<th>Year To Date Budget</th>
<th>Budget/Actual Variance</th>
<th>Full Year Budget Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budget Type</strong></td>
<td><strong>Type</strong></td>
<td><strong>Project</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Variance</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Project</strong></td>
<td><strong>Period</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td><strong>Period</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Variance</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
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</tr>
<tr>
<td><strong>Full Year Budget</strong></td>
<td><strong>Commentary</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
</tbody>
</table>

### Capital Expense Type: FPATH = Footpaths

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Project</th>
<th>Actual Period</th>
<th>Budget Period</th>
<th>Year To Date Actual</th>
<th>Year To Date Budget</th>
<th>Budget/Actual Variance</th>
<th>Full Year Budget Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budget Type</strong></td>
<td><strong>Type</strong></td>
<td><strong>Project</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Variance</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Project</strong></td>
<td><strong>Period</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td><strong>Period</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Variance</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Full Year Budget</strong></td>
<td><strong>Commentary</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
</tbody>
</table>

### Capital Expense Type: KC = Kerb & Channel

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Project</th>
<th>Actual Period</th>
<th>Budget Period</th>
<th>Year To Date Actual</th>
<th>Year To Date Budget</th>
<th>Budget/Actual Variance</th>
<th>Full Year Budget Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budget Type</strong></td>
<td><strong>Type</strong></td>
<td><strong>Project</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Variance</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Project</strong></td>
<td><strong>Period</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
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<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td><strong>Period</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
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<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Variance</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
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<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Full Year Budget</strong></td>
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<td><strong>Budget</strong></td>
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<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
</tbody>
</table>

### Capital Expense Type: LIMP = Land Improvements

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Project</th>
<th>Actual Period</th>
<th>Budget Period</th>
<th>Year To Date Actual</th>
<th>Year To Date Budget</th>
<th>Budget/Actual Variance</th>
<th>Full Year Budget Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budget Type</strong></td>
<td><strong>Type</strong></td>
<td><strong>Project</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Variance</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Project</strong></td>
<td><strong>Period</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td><strong>Period</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Variance</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Full Year Budget</strong></td>
<td><strong>Commentary</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
</tbody>
</table>

### Capital Expense Type: MISC = Miscellaneous

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Project</th>
<th>Actual Period</th>
<th>Budget Period</th>
<th>Year To Date Actual</th>
<th>Year To Date Budget</th>
<th>Budget/Actual Variance</th>
<th>Full Year Budget Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budget Type</strong></td>
<td><strong>Type</strong></td>
<td><strong>Project</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Variance</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Project</strong></td>
<td><strong>Period</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td><strong>Period</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Variance</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
<tr>
<td><strong>Full Year Budget</strong></td>
<td><strong>Commentary</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Year To Date</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Budget</strong></td>
</tr>
</tbody>
</table>
### Latrobe Capital Expenditure as at October 2019/2020

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Project Period</th>
<th>Actual Period</th>
<th>Year To Date</th>
<th>Year To Date Budget</th>
<th>Full Year Budget</th>
<th>Commentary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drinking fountains, showers</td>
<td></td>
<td>0</td>
<td>2,500</td>
<td>2,500</td>
<td>10,000</td>
<td>10,000</td>
</tr>
<tr>
<td>Mens shed and adjacent storage area</td>
<td></td>
<td>0</td>
<td>3,333</td>
<td>3,333</td>
<td>13,332</td>
<td>13,332</td>
</tr>
<tr>
<td>Latrobe Cemetery</td>
<td></td>
<td>0</td>
<td>717</td>
<td>717</td>
<td>4,000</td>
<td>4,000</td>
</tr>
<tr>
<td>Latrobe Swimming Pool</td>
<td></td>
<td>2,579</td>
<td>2,917</td>
<td>32,447</td>
<td>16,688</td>
<td>-20,779</td>
</tr>
<tr>
<td>Bankia Centre - blinds</td>
<td></td>
<td>0</td>
<td>673</td>
<td>8,818</td>
<td>2,662</td>
<td>-6,156</td>
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<tr>
<td>Bankia Centre - chairs</td>
<td></td>
<td>0</td>
<td>1,533</td>
<td>15,766</td>
<td>6,132</td>
<td>-9,634</td>
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<tr>
<td>Live Pro software - knowledge bank and process storage</td>
<td></td>
<td>0</td>
<td>1,000</td>
<td>7,768</td>
<td>4,000</td>
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<tr>
<td>Technology One - Upgrade IT Software</td>
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<td>4,277</td>
<td>34,446</td>
<td>33,619</td>
<td>127,784</td>
<td>116,441</td>
</tr>
</tbody>
</table>

**Sub Total**

11,681 76,193 64,512 125,954 304,772 178,818 914,316

| Capital Expense Type: MV = Motor Vehicles |               |               |               |                    |                  |
|-------------------------------------------|---------------|---------------|---------------|--------------------|------------------|------------|
| Replacement of Ford Focus to AWD pool vehicle | 0             | 0             | 0             | 70,000             |                  |            |
| SES 4X4-Ford Ranger 2008 Model            | 0             | 0             | 0             | 70,000             |                  |            |

**Sub Total**

0 0 0 70,000

<table>
<thead>
<tr>
<th>Capital Expense Type: NA = Not Applicable</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Urban Parks &amp; Reserves Upgrade/New Works</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Sub Total**

0 0 0 0

<table>
<thead>
<tr>
<th>Capital Expense Type: PL = Plant</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Plant 47-Roads Reach Mower</td>
<td>0</td>
<td>4,536</td>
<td>-4,536</td>
<td>-15,898</td>
</tr>
<tr>
<td>Plant 515 - single axle trailer</td>
<td>0</td>
<td>10,500</td>
<td>-10,500</td>
<td>-35,108</td>
</tr>
<tr>
<td>Plant Maintenance Truck</td>
<td>107,240</td>
<td>-107,240</td>
<td>107,240</td>
<td>0</td>
</tr>
<tr>
<td>Plant 9 - Team Leader Planning and Regulatory Services</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Spray unit tractor-impliment</td>
<td>8,095</td>
<td>-8,095</td>
<td>8,095</td>
<td>-24,024</td>
</tr>
<tr>
<td>Replacement of 4x2 Single Cab Petrol Ute</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Replacement of4x2 Extra Cab Diesel Ute</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Replacement of4x2 Single Cab Petrol Ute</td>
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<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Nissan Truck</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Minor Plant Replacements</td>
<td>9,803</td>
<td>9,803</td>
<td>11,293</td>
<td>-11,293</td>
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</tbody>
</table>

**Sub Total**

110,068 0 -110,068 153,025 0 -153,025 287,000

<table>
<thead>
<tr>
<th>Capital Expense Type: RRECON = Road Reconstructions</th>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Stanley St - Gilburt St to Cotton Street210m long reconstru</td>
<td>0</td>
<td>870</td>
<td>15,000</td>
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**Sub Total**

59,003 112,093 153,025 140,277 44,332 304,055 1,344,996

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**Sub Total**

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<td>Reiley Street - Pipe open drain</td>
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**Sub Total**

397 30,417 30,030 37,978 121,688 84,090 365,004

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**Sub Total**

0 19,194 19,194 72 76,776 76,704 230,328
## Latrobe Capital Expenditure as at October 2019/2020

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<th>Project Description</th>
<th>Project</th>
<th>Period Actual</th>
<th>Period Budget</th>
<th>Year To Date Actual</th>
<th>Year To Date Budget</th>
<th>Budget/Actual Variance</th>
<th>Full Year Budget</th>
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<td>Implementation</td>
<td>Delivery</td>
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<td>1</td>
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<td>Club Drive - No. 20 to Alexander St</td>
<td>Reconstruct &amp; stabilise pavement</td>
<td>Latrobe</td>
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<td>J Bellchambers</td>
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<td>Joynt Street / Bumbleton Street junction area</td>
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<td>J Bellchambers</td>
<td>K Motes</td>
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<td>Tarleton Rd - Stage 1</td>
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<td>Tullis</td>
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<td>M Chisholm</td>
<td>S Blackwood</td>
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<td>Support</td>
<td>Implementation</td>
<td>Delivery</td>
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<td>109</td>
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<td>110</td>
<td>Latrobe Recreation Ground - wicket exp</td>
<td>Latrobe</td>
<td>Nil</td>
<td>S Blackwood-B</td>
<td>Sims</td>
<td>Ops</td>
<td>$30,000</td>
</tr>
<tr>
<td>111</td>
<td>111</td>
<td>Latrobe Swimming Pool</td>
<td>Latrobe</td>
<td>Nil</td>
<td>C O'Keefe</td>
<td>M Chisholm</td>
<td>Ops</td>
<td>$35,000</td>
</tr>
<tr>
<td>112</td>
<td>112</td>
<td>LTRec.Ground-Perkins Park Lighting &amp; Drain</td>
<td>Latrobe</td>
<td>C O'Keefe</td>
<td>S Blackwood-B</td>
<td>Sims</td>
<td>Contractor</td>
<td>$136,000</td>
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<td>113</td>
<td>113</td>
<td>Mens shed and adjacent storage area</td>
<td>Latrobe</td>
<td>Nil</td>
<td>N Rist</td>
<td>S Blackwood-B</td>
<td>Ops</td>
<td>Nil</td>
</tr>
<tr>
<td>114</td>
<td>114</td>
<td>Mountain Bike Trail Masterplan</td>
<td>Latrobe</td>
<td>D Cunningham</td>
<td>C McMillan</td>
<td>D Cunningham</td>
<td>Contractor</td>
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<td>115</td>
<td>115</td>
<td>Pig Island walking track and shelter</td>
<td>Latrobe</td>
<td>Nil</td>
<td>N Rist</td>
<td>M Chisholm</td>
<td>Ops</td>
<td>Nil</td>
</tr>
<tr>
<td>116</td>
<td>116</td>
<td>Port Sorell Business Network</td>
<td>Latrobe</td>
<td>N Rist</td>
<td>Club</td>
<td>M Chisholm</td>
<td>Ops</td>
<td>$30,000</td>
</tr>
<tr>
<td>117</td>
<td>117</td>
<td>Port Sorell Carvan Park Strategic Plan</td>
<td>Latrobe</td>
<td>N Rist</td>
<td>Club</td>
<td>M Chisholm</td>
<td>Ops</td>
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<td>118</td>
<td>118</td>
<td>Port Sorell Latrell Site</td>
<td>Latrobe</td>
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<td>TBA</td>
<td>TBA</td>
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<tr>
<td>119</td>
<td>119</td>
<td>Port Sorell Recreation Ground Precinct</td>
<td>Latrobe</td>
<td>Nil</td>
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<td>TBA</td>
<td>TBA</td>
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<tr>
<td>120</td>
<td>120</td>
<td>Port Sorell Tennis Club</td>
<td>Latrobe</td>
<td>Nil</td>
<td>TBA</td>
<td>TBA</td>
<td>TBA</td>
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**Latrobe Capital Works Program 2019/20**

**Project: 18-06-06 Capital Works Program**

**Date: Tue 17/09/19**

BACK TO AGENDA
1. PURPOSE OF REPORT

To authorise the General Manager to sign and seal an Instrument of Delegation for the Latrobe Council Economic Development Special Committee and appoint up to four (4) Councillors to the Committee.

2. BACKGROUND INFORMATION

Council can establish various Special Committees in accordance with section 24 of the Local Government Act 1993.

Under section 22 of the Local Government Act 1993, Council may delegate, with or without conditions, to a special committee any of its functions or powers under this or any other Act, other than the powers referred to in subsection (3). A council may establish, on such terms and for such purposes as it thinks fit, special committees, consisting of such persons appointed by the council. The council must determine the procedures relating to meetings of a special committee.

All other relevant statutory powers and lawful authority or authorities enabling the Council to do so, including (in cases where the Committee is delegated) functions, duties and powers of the Council in the Council’s capacity as a Committee of Management under applicable State legislation.

At the Council Workshop September 23, 2019, Council agreed to create a Latrobe Council Economic Development Committee and appoint up to four (4) Councillors to monitor and assist with the implementation of the Latrobe Municipality Economic Development Strategy. Council staff that will sit on the Committee are the General Manager or delegate, Economic & Tourism Development Officer and Team Leader Community & Economic Development.

The principal objective of the Latrobe Council Economic Development Committee (LCEDC) is to support, oversee and facilitate the implementation of the Latrobe Council Economic Development Strategy.

Functions of the Committee are:

- Review and monitor implementation of the Latrobe Council Economic Development Strategy, with emphasis on positive economic outcomes.
- Report to Council regarding economic issues within specific industry sectors.
• Make recommendations to Council about appropriate levels for improvement to, building of, or reduction of public infrastructure, programs and services which encourage economic benefits.

• Make recommendations to Council regarding appropriate opportunities for cooperative approaches in the development, management and provision of economic development activities.

• Coordinate input and report on local issues related to economic activity.

• Make recommendations to Latrobe Council on these issues where appropriate.

3. PROPOSAL/SUMMARY

The report requests Council to set up and appoint Councillors to a Latrobe Council Economic Development Special Committee to support, oversee and facilitate the implementation of the Latrobe Council Economic Development Strategy.

The Instrument of Delegation, if adopted, outlines the Committee objective, functions and operating terms.

4. RELATIONSHIP WITH STRATEGIC PLANNING AND POLICY

The Latrobe Council Strategic Plan provides the following objectives and strategies:

Objective 2.1 To identify, promote and support economic development opportunities in the Latrobe Council area.

Strategy 2.1.8 Prepare an economic development plan

The Latrobe Economic Development Strategy 2017 supports and advances the objectives and strategies of:

• Latrobe Municipality Strategic Plans 2012 - 2017 and 2017 - 2026
• Latrobe Township and Environ Strategic Plan 2009
• Port Sorell and Environ Strategic Plan 2008
• Bells Parade Development Plan 2007
• Cradle Coast Regional Land Use Strategy 2010 - 2030, Living on the Coast
• North West Area Economic Development Plan 2011
• Latrobe Planning Scheme
• Cradle Coast Region’s Futures Plan 2019 - 2022

5. LEGAL AND RISK IMPLICATIONS

Section 22 of the Local Government Act 1993 covers Council’s power to delegate.

Section 24 of the Local Government Act 1993 covers Council Special Committees.

The Instrument of Delegation outlines governance arrangements of the Special Committee.

Without a Committee appointed to oversee the implementation of the Latrobe Council Economic Development Strategy implementation would occur on an ad hoc basis without prioritisation.

6. FINANCIAL IMPLICATION

Actions that are easy to implement i.e. low requirement for financial and/or human resources but with high impact are managed via annual allocations to the Tourism and Economic Development budget or within other departments budgets annually. Actions that are more difficult/complex to implement i.e. high requirement for financial and/or human resources, but also high impact are managed via Council’s capital works and/or strategic projects planning process involving Council-wide prioritisation and 10-year forward planning.
7. **PUBLIC/CUSTOMER IMPLICATIONS**

There are no significant public/customer implications.

8. **SOCIAL/ENVIRONMENTAL IMPLICATIONS**

There are no significant social or environmental implications.

9. **CONSULTATION**

The Latrobe Economic Development Strategy 2017 was developed through community input collected via the Council newsletter and website to determine local ideas for economic stimulus. Face-to-face industry interviews were also conducted across all sectors and business sizes, based on a common set of questions developed by the committee. The questions covered both general and business specific topics relating to economic enablers and barriers that exist in the municipality.

The updates to the current plan were completed by face to face consultation by the Latrobe Tourism and Economic Development Officer with individual Council officers.

Whilst the community were not consulted about the Instrument of Delegation the Committee does consult with industry representatives from time to time as required. Item (1b) of Schedule 1 states that the 'Committee members shall consult with at least three members of relevant industries on industry-specific programs; and a minimum of one industry representative for each sector on cross-sector programs'.

10. **OPTIONS FOR COUNCIL TO CONSIDER**


11. **OFFICER’S COMMENTS/CONCLUSION**

The Instrument of Delegation clearly outlines the rights and responsibilities of the Latrobe Council Economic Development Committee.

**RECOMMENDATION(S):**

That the report by the Tourism and Economic Development Officer - Jennifer Archer - dated 30th October, 2019 concerning the Latrobe Council Economic Development Committee – Instrument of Delegation be received and that Council:

a) Establish the Latrobe Council Economic Development Strategy Special Committee of Council in accordance with Section 24 of the Local Government Act 1993 and adopt the draft Instrument of Delegation as the final governing document of the Special Committee;

b) Authorise the General Manager to sign and seal the attached Instrument of Delegation for the Latrobe Council Economic Development Strategy Committee;

c) Appoint up to four (4) Councillor/s ........................................

and........................................and........................................and

........................................as the Council representative and proxy respectively.
INSTRUMENT OF DELEGATION


LATROBE COUNCIL ECONOMIC DEVELOPMENT COMMITTEE

1. This Instrument of Delegation is made and given pursuant to a resolution of the Council passed at the Council Meeting held on October 23, 2019.

2. The delegations made herein are made to the Special Committee named and described in Schedule 1;

3. The membership of the Special Committee is that detailed in Schedule 2;

4. The objectives, functions, duties and powers hereby delegated are the objectives, functions, duties and powers specified in Schedule 3;

5. The delegations are subject to the special conditions, limitations and other provisions specified in Schedule 4;

6. The delegations are made pursuant to one or more of the powers or authorities specified in Schedule 5;

7. The delegations take effect at midnight on the day on which the common seal of the Council was affixed to this Instrument.
LATROBE COUNCIL ECONOMIC DEVELOPMENT COMMITTEE

SCHEDULE 1

Name and description of Special Committee

The Special Committee known as the Latrobe Council Economic Development Committee.
LATROBE COUNCIL ECONOMIC DEVELOPMENT COMMITTEE

SCHEDULE 2

Membership of the Latrobe Council Economic Development Committee

1. The committee shall comprise four Latrobe Councillors, the Latrobe Council General Manager and the Latrobe Council Economic Development Officer as appointed by Council.

2. Committee members shall consult with at least three members of relevant industries on industry-specific programs; and a minimum of one industry representative for each sector on cross-sector programs.

3. The General Manager of the Latrobe Council or his /her nominee; and the Latrobe Council Economic Development Officer shall be ex-officio members of the Special Committee.

4. Ex-officio members are not entitled to vote at special committee meetings. See Schedule 4, Clause 2.

5. Members of the special committee are appointed for four (4) years as per Councillor Election terms. The term of membership for all members shall begin and end at the same time. Any member appointed to fill a casual vacancy will leave office at the same time as the other members. Members shall be eligible for re-appointment.

6. In the event of death, resignation or removal from office of any member, including office bearers, the Council shall appoint a replacement as soon as practicable.

7. Council may declare a committee member’s office vacant if the member fails to attend three (3) consecutive meetings without leave of the committee.

8. Members of the committee at the date of this delegation:

   Ex-officio Members:
   General Manager or proxy
   Economic and Tourism Development Officer
   Team Leader Community & Economic Development

   Councillor/s
   Cr
   Cr
   Cr
   Cr
LATROBE COUNCIL ECONOMIC DEVELOPMENT COMMITTEE

SCHEDULE 3

THE OBJECTIVES, FUNCTIONS, DUTIES AND POWERS OF THE COUNCIL DELEGATED TO THE COMMITTEE IN THIS INSTRUMENT OF DELEGATION

Objectives:

The principal objective of the Latrobe Council Economic Development Committee (KCEDC) is to support, oversee and facilitate the implementation of the Latrobe Council Economic Development Strategy.

Functions:

The committee will:

- Review and monitor implementation of the Latrobe Council Economic Development Strategy, with particular emphasis on positive economic outcomes.
- Report to Council regarding economic issues within specific industry sectors.
- Make recommendations to Council about appropriate levels for improvement to, building of, or reduction of public infrastructure, programs and services which encourage economic benefits.
- Make recommendations to Council regarding appropriate opportunities for cooperative approaches in the development, management and provision of economic development activities.
- Coordinate input and report on local issues related to economic activity.
- Make recommendations to Latrobe Council on these issues where appropriate.

Meetings of the committee:

- Minutes of the meetings to be provided to Council as soon as practical after the meeting.
- Council committees should be viewed as an extension of Council operations, and as such rules apply. It is imperative that Council committees follow the guidelines as Latrobe Council is required to report on their functions as part of annual audits.
- A meeting of the Committee must be held at a time and place determined by the Committee.
- Meetings of the committee should be held at least once every 3 months.
- Reasonable notice is required of all meetings.
- Details of the meeting dates, venue and times should be made available to all members.
- The Committee shall determine where possible the date for meetings for each calendar year in advance.
- A meeting may only transact business if a quorum is present. A quorum for a meeting is a simple majority of members of the Committee.
- The quorum for a meeting of the committee is a simple majority of members of the committee.
- The committee at its first meeting shall appoint from its members a Chairperson, Secretary and any other required positions.
- The Secretary is to record in the minutes any matter discussed, and any decision/recommendation made at the meeting.
- The Committee must comply with the following provisions and any other matters as detailed by Council:
  - Meetings to be open to the public. Non-Committee members/public are not to take part in meeting (unless approved by Chair) but are able to observe.
Voting shall be by show of hands
- Members must vote.
- All motions shall be determined by a majority vote of members present entitled to vote.
- A tied vote results in the motion being determined negative.
- Conduct of meetings, unless specified by Council, at Committee’s discretion.
- Minutes of all meetings to be recorded, confirmed at next meeting and Chair to sign as confirmed.

The Chairperson may on the written request of three (3) members of the committee call an extraordinary meeting of the committee. Notice shall be given to all members of the committee of any special meeting specifying the general nature of the meeting. No other business shall be transacted at that meeting except that specified in the notice.

In the absence of the Chairperson and Deputy Chairperson (if one is appointed) an Acting Chairperson shall be elected by the members present at any duly and properly constituted meeting for the purpose of presiding over that meeting.

Any decision of the committee which does not relate to a matter delegated to it cannot be actioned until approved by Council.

In the event of any unresolved dispute arising, the matter shall be submitted to Council in writing and any decision made thereon by the Council shall be final.

If a member of the committee has an interest (direct or indirect) or a pecuniary interest in any matter in which the committee is concerned the member must disclose the nature of that interest at the meeting at which the matter is discussed. The interest must be recorded in the minutes along with the nature of the relevant interest. The member must leave the room in which the meeting is held and shall not take part or participate in discussions, formal consideration and determination of the matter.

“Interest” A committee member has an interest in a matter if they (or a close associate) would receive (or expect to receive) a benefit or detriment if the matter was decided in a particular manner.

“Pecuniary Interest” A committee member has a pecuniary interest in a matter if they (or a close associate) would receive (or expect to receive) a financial benefit or detriment if the matter was decided in a particular manner.

Sub-Committees:

- The committee may form Sub-Committees from amongst its members for the purpose of recommending on matters pertaining to the provisions of this Instrument, provided that no decision may be acted upon until adopted by the committee.
- The Chairperson shall be an ex-officio member of all Sub-Committees.
- A Sub-Committee shall only be established by resolution of the committee and shall only carry out those functions stated in such resolution.
- The committee may co-opt to such Sub-Committees persons with the skills needed to achieve the objectives of the Sub-Committee, as selected by a majority of committee members present.
- Co-opted representatives of Sub-Committees must accept to be bound by the same statutory and Council policy requirements as ordinary committee members.
LATROBE COUNCIL ECONOMIC DEVELOPMENT COMMITTEE

SCHEDULE 4

SPECIAL CONDITIONS, LIMITATIONS AND OTHER PROVISIONS APPLICABLE TO THE DELEGATIONS

1. The committee must comply with any written guidelines and policies of the Council supplied to it by Council.

2. The responsibilities of the Committee exclude any matters covered by Section 22 (3) of the Local Government Act as detailed below:
   - the borrowing of money or other financial accommodation;
   - the determination of the categories of expenses payable to Councillors and any member of any committee;
   - the establishment of Council Committees, Special Committees, Controlling Authorities, Single Authorities or Joint Authorities;
   - the revision of the budget of financial estimates of the Council;
   - the revision of the strategic plan and the annual plan of the Council;
   - the appointment of the General Manager
   - the sale, donation, exchange or other disposal of land or public land;
   - the decision to exercise any power under section 21(1)
   - the making of by-laws;
   - the making of rates and charges under Part 9;
   - any other prescribed power.

3. Termination of delegations

   The delegation terminates:
   
   (1) upon the resignation of all members of the committee at the same time or within a period of 30 days from the date of the first resignation; or
   
   (2) upon the Council passing a resolution that the delegation be terminated; or
   
   (3) upon the Council passing a resolution that the committee be abolished.

   On dissolution of the committee, any funds or assets held by the committee are to be transferred to Council.

4. Indemnity

   The Council will indemnify members and any volunteers associated with the committee against any action liability claim or demand on account of any matter or thing done by them on behalf of the committee in accordance with this Instrument of Delegation and in the honest and reasonable belief or under a mistake of law that the member or volunteer was properly exercising any function or power of the committee.
THE POWERS OR AUTHORITIES UNDER WHICH THE DELEGATIONS ARE MADE

Name of committee: Latrobe Council Economic Development Committee

1. Sections 22 and 24 of the Local Government Act 1993; and

2. All other relevant statutory powers and lawful authority or authorities enabling the Council to do so, including (in cases where the Committee is delegated) functions, duties and powers of the Council in the Council’s capacity as a Committee of Management under applicable State legislation.

COUNCIL SEAL

THE COMMON SEAL of the LATROBE COUNCIL
was hereunto
Affixed this day of 2019
in the presence of:

______________________
General Manager

BACK TO AGENDA