



ATTACHMENTS

ORDINARY COUNCIL MEETING

Levendale Hall, 1325 Woodsdale Road, Levendale
 Wednesday 25th May 2022
 10.00 a.m.

Item 5.1	Draft Council Meeting Minutes (Open) – 27 th April 2022
Item 5.2.1	Woodsdale Hall Minutes – 21 st March 2022 Woodsdale Hall Minutes – 9 th May 2022
Item 12.1.1	Development Application Documents Representation Heritage Tasmania Decision
Item 13.8.1	Draft Rules of the Southern Tasmanian Regional Waste Authority & Proposed Budget
Item 15.6.2	Southern Midlands Council Dog Management Policy
Item 16.1.1	Safeguarding Children & Young People Policy Mandatory Reporting Policy Mandatory Report Notification Form
Item 16.7.1	Feasibility Analysis Levendale School Social Enterprise
Item 17.1.1	Draft Strategic Plan 2022 – 2032 Workshop Facilitation Framework Document

SOUTHERN
MIDLANDS
COUNCIL



MINUTES

ORDINARY COUNCIL MEETING

Wednesday, 27th April 2022
10.00 a.m.

Colebrook Hall
45 Richmond Street, Colebrook

INDEX

1. PRAYERS	4
2. ACKNOWLEDGEMENT OF COUNTRY	4
3. ATTENDANCE	4
4. APOLOGIES	4
5. MINUTES	4
5.1 ORDINARY COUNCIL MEETING.....	4
5.2 SPECIAL COMMITTEES OF COUNCIL MINUTES	5
5.2.1 <i>Special Committees of Council - Receipt of Minutes</i>	5
5.2.2 <i>Special Committees of Council - Endorsement of Recommendations</i>	5
5.3 JOINT AUTHORITIES (ESTABLISHED UNDER DIVISION 4 OF THE LOCAL GOVERNMENT ACT 1993).....	6
5.3.1 <i>Joint authorities - Receipt of Minutes</i>	6
5.3.2 <i>Joint Authorities - Receipt of Reports (Annual & Quarterly)</i>	6
6. NOTIFICATION OF COUNCIL WORKSHOPS	8
7. COUNCILLORS – QUESTION TIME	11
7.1 QUESTIONS (ON NOTICE)	11
7.2 QUESTIONS WITHOUT NOTICE	13
8. DECLARATIONS OF PECUNIARY INTEREST	15
9. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA	16
10. PUBLIC QUESTION TIME (SCHEDULED FOR 10.30 A.M.)	17
10.1 PERMISSION TO ADDRESS COUNCIL.....	17
11. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN UNDER REGULATION 16 (5) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2015	18
12. COUNCIL ACTING AS A PLANNING AUTHORITY PURSUANT TO THE LAND USE PLANNING AND APPROVALS ACT 1993 AND COUNCIL’S STATUTORY LAND USE PLANNING SCHEME	19
12.1 DEVELOPMENT APPLICATIONS	19
12.2 SUBDIVISIONS.....	19
12.3 MUNICIPAL SEAL (PLANNING AUTHORITY)	19
12.4 PLANNING (OTHER).....	19
13. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE) ..	20
13.1 ROADS	20
13.2 BRIDGES	20
13.3 WALKWAYS, CYCLE WAYS AND TRAILS.....	20
13.4 LIGHTING.....	20
13.5 BUILDINGS.....	20
13.6 SEWERS / WATER	21
13.6.1 TasWater Corporate Plan FY 2023-2027	21
13.7 DRAINAGE	22
13.8 WASTE	23
13.8.1 Tasmanian Waste and Resource Recovery Board – Nominations for Local Government Association of Tasmania (LGAT) Representative	23
13.9 INFORMATION, COMMUNICATION TECHNOLOGY	24
13.10 OFFICER REPORTS – INFRASTRUCTURE & WORKS.....	25
13.10.1 <i>Manager – Infrastructure & Works Report</i>	25
14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)	28
14.1 RESIDENTIAL	28
14.2 TOURISM	28
14.3 BUSINESS.....	28
14.4 INDUSTRY	28
15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME –LANDSCAPES)	29
15.1 HERITAGE.....	29

15.1.1	<i>Heritage Project Program Report</i>	29
15.2.1	<i>NRM Unit – General Report</i>	29
15.3	CULTURAL	30
15.4	REGULATORY (DEVELOPMENT).....	30
15.5	REGULATORY (PUBLIC HEALTH).....	30
15.6	REGULATORY (ANIMALS).....	30
15.6.1	<i>Animal Management Report</i>	31
15.6.2	<i>2022/23 Animal Management Fees (including Dog Registration)</i>	32
15.7	ENVIRONMENTAL SUSTAINABILITY	33
16.	OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY).....	34
16.1	COMMUNITY HEALTH AND WELLBEING	34
16.1.1	<i>Policy Development - Safeguarding Children & Young People Policy & Mandatory Reporting Policy</i> 34	
16.2	RECREATION	35
16.2.1	<i>Oatlands Aquatic Centre – Coordinators Report</i>	35
16.2.2	<i>Woodsdale Hall & Recreation Ground Management Committee</i>	36
16.3	ACCESS.....	37
16.4	VOLUNTEERS.....	37
16.5	FAMILIES	37
16.6	EDUCATION	37
16.7	CAPACITY & SUSTAINABILITY	37
16.8	SAFETY	37
16.9	CONSULTATION & COMMUNICATION	37
17.	OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION).....	38
17.1	IMPROVEMENT	38
17.2	SUSTAINABILITY	38
17.2.1	<i>Tabling of Documents</i>	38
17.2.2	<i>Elected Member Statements</i>	38
17.2.3	<i>COVID-19 Update</i>	39
17.2.4	<i>Local Government Shared Services – Quarterly Update – Information Only</i> ...40	
17.2.5	<i>SMC External Grant Projects – Quarterly Update</i>	41
17.3	FINANCES.....	42
17.3.1	<i>Monthly Financial Statement (Period ending 31 March 2022)</i>	42
17.3.2	<i>Monthly Oatlands Aquatic Centre Capital Expenditure Report</i>	42
17.3.3	<i>Brighton and Southern Midlands Pony Club – Request For Donation</i>	43
18.	MUNICIPAL SEAL	44
19.	CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA	45
20.	BUSINESS IN “CLOSED SESSION”	47
20.1	CLOSED COUNCIL MINUTES - CONFIRMATION	47
20.2	APPLICATIONS FOR LEAVE OF ABSENCE	47
20.3	AUDIT PANEL MINUTES.....	47
20.4	PROPERTY MATTER – LEVENDALE	47
21.	CLOSURE	49

OPEN COUNCIL MINUTES

MINUTES OF AN ORDINARY MEETING OF THE SOUTHERN MIDLANDS COUNCIL HELD
ON WEDNESDAY 27TH APRIL 2022 AT THE COLEBROOK HALL COMMENCING AT
10.03 A.M.

1. PRAYERS

Reverend Dennis Cousens recited prayers.

2. ACKNOWLEDGEMENT OF COUNTRY

Mayor Green recited Acknowledgement of Country.

3. ATTENDANCE

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

Mr T Kirkwood (General Manager), Mr A Benson (Deputy General Manager), Mr D Richardson (Manager, Infrastructure & Works), Mrs W Young (Manager Community & Corporate Development), Mrs J Crosswell (Executive Assistant).

4. APOLOGIES

Nil.

5. MINUTES

5.1 Ordinary Council meeting

The Minutes (Open Council Minutes) of the previous meeting of Council held on the 23rd March 2022, as circulated, are submitted for confirmation.

DECISION

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

THAT the Minutes (Open Council Minutes) of the previous meeting of Council held on the 23rd March 2022, as circulated, be confirmed.

CARRIED

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

5.2 Special Committees of Council Minutes**5.2.1 Special Committees of Council - Receipt of Minutes**

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

- Chauncy Vale Wildlife Sanctuary Management Committee – 25th March 2022
- Lake Dulverton and Callington Park Management Committee – 11th April 2022

RECOMMENDATION

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

DECISION

Moved by Clr D Fish, seconded by Clr R McDougall

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

CARRIED

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

5.2.2 Special Committees of Council - Endorsement of Recommendations

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

- Chauncy Vale Wildlife Sanctuary Management Committee – 25th March 2022
- Lake Dulverton and Callington Park Management Committee – 11th April 2022

RECOMMENDATION

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

DECISION

Moved by Clr R McDougall, seconded by Clr D Fish

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

CARRIED

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

5.3 Joint Authorities (Established Under Division 4 of the *Local Government Act 1993*)

5.3.1 Joint authorities - Receipt of Minutes

Nil.

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

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

- Southern Tasmanian Councils Authority Quarterly Report – March 2022

RECOMMENDATION

THAT the above Joint Authority Quarterly Report be received.

DECISION

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

THAT the above Joint Authority Quarterly Report be received.

CARRIED

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

6. NOTIFICATION OF COUNCIL WORKSHOPS

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

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

One workshop was held since the last Ordinary Meeting.

A workshop was held on the 20th April 2022 at the Council Chambers, Oatlands commencing at 9.30 a.m.

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

Apologies: Nil

Also in Attendance: T Kirkwood, A Benson, D Richardson, W Young, A Briggs and J Crosswell.

The purpose of the workshop was to consider and discuss the following issues:

- **Climate Change Program (Tree Planting Proposal)**

Graham Green provided an overview of activities to date in relation to the Climate Change Program, including detail relating to his involvement with the Southern Tasmanian Council's Authority.

In terms of the tree planting proposal, reference as made to the planting program (500 trees) at the Wellington Street property where the tanks are being constructed.

As a general outcome of the discussion Council requested that a general allocation for 'climate change' related activities be included in the draft Budget which would provide a source of funding as opportunities may be identified.

- **Presentation – overview of Moloneys Asset Management System (Road Assets)**

Manager – Infrastructure & Works (David Richardson) provided an overview of the report and detailed the key outcomes and findings.

- **Bennett Petroleum, Mood Food, Kempton – Road Safety Concerns & Issues**

The Manager State Roads (Denise McIntyre) attended the Workshop to continue the discussion and determine any pathways ahead.

Background Information:

Following another accident on Sunday 20th March 2022 at the entrance to Mood Food (Midland Highway) at Kempton, a local community meeting was held at Kempton which was attended by a number of local residents, including staff from Mood Food.

The meeting was chaired by Deputy Mayor Edwin Batt and he provided the following summary:

“The meeting was attended by a number of local residents. There were 5 staff from Mood Food. There were some apologies. Three local residents contacted me directly with their input. Amongst the Mood Food contingent was a Ms Julia Baird (0427 315 297) who has been specifically charged by Bennett Petroleum with the responsibility of seeing some better traffic outcomes for Mood Food customers and Staff.

There were five main points of agreement as follows

1 Reduce the Midlands Highway speed limit from 110kph to 80 kph from a point just south of the north exit from Kempton to a point just north of Mood Food

2 Build a Walking/Bike track from Kempton to Mood Food

3 Change the exit / entrances from Mood Food and North Kempton to ensure the safety of motorists and pedestrians and one strong suggestion as to how this may be done was as per point 4

4 Construct a new service lane all the way to Mood Food from the north Kempton exit and considerably widen the service road at Mood Food itself.

5. The meeting concluded with a request that the Council negotiate with State Government / State Growth to achieve these desired outcomes (or better outcomes if such can be devised).”

Note: There was another two vehicle accident at the same location on Monday 11th April 2022.

As an outcome of the discussion, it was acknowledged that there are shared issues of concern regarding the location, and measures that may be considered (subject to budget submission and allocation). There was agreement that Council would continue to work with the Department of State Growth to assess the issues and options identified. This would include a review of the previous safety audit undertaken at the site.

- **Oatlands Aquatic Centre - Logo**

Oatlands Aquatic Centre Coordinator (Adam Briggs) presented some possible logos for discussion.

As an outcome of the presentation and subsequent discussion, Council identified the preferred style logo (and uniform) to be progressed for the facility.

- **Local Government Board – The Future of Local Government Review**

The Tasmanian Government has commenced the ‘Local Government Review’ process which involves undertaking a review of the role, function, and design of Local Government in Tasmania.

General discussion of the issue(s) following attendance by some Councillors at the Local Government Board forum on 22nd March 2022.

In the first instance it was strongly recommended that the online survey be completed by Councillors and encourage all other interested persons to do likewise.

The Workshop concluded at approximately 11.50 a.m.

RECOMMENDATION

THAT the information be received.

DECISION

Moved by Clr R McDougall, seconded by Clr K Dudgeon

THAT the information be received.

CARRIED

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

7. COUNCILLORS – QUESTION TIME

7.1 Questions (On Notice)

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

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

Clr R McDougall submitted the following questions on notice on the 20th April 2022.

1. With regard to the proposed opening hours for the Oatlands Aquatic centre: given that if there is a school booking made for any time at the Aquatic centre, even if it is only for a single class, the entire Aquatic centre & Gym will be closed (as there are only a single set of change rooms in the centre for each sex/gender), so it will not be available for use by Centre members or casual users, and that as the current proposed weekday hours of operation are Monday to Friday 8 am to 6 pm, this could potentially mean that for many hours in a given week, the centre will not actually be available for use by members or the public, can the weekday opening hours be extended to 7 am to 7 pm, (or alternatively on the days when the pool will be closed for any exclusive use)? Such longer opening hours would also facilitate better access to the facility for people who work during the day.

Response:

Adam Briggs, Coordinator Oatlands Aquatic Centre comments

As stated in the price list and opening times put forward at the March Council meeting, the opening times are subject to change and are not locked in to the proposed times.

If the community feedback is to open 7am-7pm then that is achievable and we would just need to assess staffing arrangements for those extra hours.

Education Department School Programs at this present point in time will make up a total of 100 hours of operation per year out of a possible minimum of 2,800 hours a year.

These School Programs are going to be a pivotal part of growing an ongoing learn to swim classes and programs into the future so that the centre can be as self-sustainable as possible.

The Gym would not be closed for school programs and will operate as per normal once it is set up.

It is envisaged that the 'Gym space' will be a multipurpose space, flexible and adaptive, being developed further as the needs arise.

2. Has planning commenced for the Gym in terms of what machines and other equipment will be installed and available for use? And if the gym room is also to be used as a space for holding children's parties how is it intended to manage the conflict between the two uses as if the Gym is booked out for a party then it will not be available for gym use?

Response:

Adam Briggs, Coordinator Oatlands Aquatic Centre comments

General operations of the Gym has been discussed. I have spoken to people in the industry in regards to equipment and what allows us utilise the space and offer a service. We have three pieces of equipment that is currently upstairs in the Council building, if deemed appropriate. Those three pieces could form part of the gym offering. Further pieces could be purchased if there is a need/budget/return on investment.

The planned staffing model includes a person that will be 'Fitness Qualified' to assist with the operations of the gym space and cross over into the aquatic side. Both the Aquatic and Fitness industries have strong qualification requirements.

In relation to birthday parties, firstly not all birthday parties will require a room. There are two options that we are working through. The first involves using an adjacent facility (e.g. Community Centre or Community Hall) or secondly, use the Gym depending on the extent of equipment and use of that room.

7.2 Questions Without Notice

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

It states:

“29. Questions without notice

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

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

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

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

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

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

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

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

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

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

Clr K Dudgeon – Oatlands District Historical Society – Sign (northern side of building) – seek clarification for the intention for this Sign. A Benson to confirm.

Clr R McDougall – Tunnack Street trees – request for reflectors (or similar) to be placed on Tree Guards.

Clr D Fish – Oatlands Sewerage Lagoons – has Tas Water completed dredging of lagoons – to be confirmed.

Clr A E Bisdee OAM – status of the Barrack Street property (Tas Police) negotiations – no recent development with a funding shortfall still to be addressed.

Clr A E Bisdee OAM – Bagdad Structure Plan – to be partially addressed through the ‘Outer Hobart Residential Demand & Supply Strategy’. This is being progress through the State Planning Office.

Clr A E Bisdee OAM – update to be provided in relation to the current status of properties that are being addressed in regard to the accumulation of excess car wrecks. Report to be submitted next meeting.

Clr A E Bisdee OAM – Rural Alive & Well – apparent need for additional office accommodation. No formal approach from RAW but past enquiries resulted in a referral to the Levensdale Community Centre for assessment.

8. DECLARATIONS OF PECUNIARY INTEREST

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

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

Nil.

9. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

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

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

Nil.

RECOMMENDATION

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

DECISION NOT REQUIRED

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

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

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

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

Councillors are advised that, at the time of issuing the Agenda, no Questions on Notice had been received from a member of the Public.

Julia Jabour (representing Southern Midlands Regional News):

1. Requested an update for opening for the Oatlands Aquatic Centre

Deputy General Manager responded that the target for opening the centre is the first week of August. There are still some issues with contractors due to COVID-19, but currently most of the work is being done inside the building (so it may appear that works are not progressing due to the lack of contractors visible to the public).

2. **Bagdad Community – Access to Metro Bus Service** - Recent social media indicates that the Bagdad community are seeking to extend access to the Metro Bus Service. Mayor Green advised that Council would be more than prepared to advocate for this service but no approach has been made to date.

10.1 Permission to Address Council

Nil.

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

Nil.

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

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

12.1 Development Applications

Nil.

12.2 Subdivisions

Nil.

12.3 Municipal Seal (Planning Authority)

Nil.

12.4 Planning (Other)

Nil.

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

13. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE)

13.1 Roads

Strategic Plan Reference 1.1

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

Nil.

13.2 Bridges

Strategic Plan Reference 1.2

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

Nil.

13.3 Walkways, Cycle ways and Trails

Strategic Plan Reference 1.3

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

Nil.

13.4 Lighting

Strategic Plan Reference 1.4

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

Nil.

13.5 Buildings

Strategic Plan Reference 1.5

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

Nil.

13.6 Sewers / Water

Strategic Plan Reference(s) 1.6

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

13.6.1 TasWater Corporate Plan FY 2023-2027

DECISION

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

THAT Council receive the draft TasWater Corporate Plan FY 2023-27.

CARRIED

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

13.7 Drainage

Strategic Plan Reference 1.7

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

Nil.

13.8 Waste

Strategic Plan Reference 1.8

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

13.8.1 Tasmanian Waste and Resource Recovery Board – Nominations for Local Government Association of Tasmania (LGAT) Representative

DECISION

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

THAT the information be received.

CARRIED

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

13.9 Information, Communication Technology

Strategic Plan Reference 1.9

Improve access to modern communications infrastructure.

Nil.

13.10 Officer Reports – Infrastructure & Works

13.10.1 Manager – Infrastructure & Works Report

AUTHOR: MANAGER INFRASTRUCTURE & WORKS (DAVID RICHARDSON)

DATE: 20 APRIL 2022

Enclosure:

Capital Works Program Projected Timelines

Roads Program

Council's graders have been working on various roads with the bus routes being the priority roads for grading as required. The focus has been to prioritise the higher traffic usage areas of roads. General road maintenance and repairs will continue, including works on pavement repairs and table drain clearing.

Minor gravel re-sheeting works have been completed on White Kangaroo Road, Brown Mountain Road, and other sections of roads throughout the municipality. Council's grading crews are currently working on new seal preparation works at various locations. Sections of Lower Marshes and Ballyhooly Roads have been sealed.

Road Rehabilitation programme 2021/22

Drainage works and road re-seal preparation works have been completed in Tunbridge. Further re-seal preps, drainage and pavement repairs are programmed for Woodsdale Road. Inglewood Road pavement repairs are now complete.

Walkway and Kerbing works

Installation of kerb and gutter, footpath and associated storm water upgrade works continue on Black Brush Road. There have been some alterations to the plans to allow for off street parking outside premises on Black Brush Road. Stage 1 of these works have recommenced, works will continue into April. Drainage works have been completed on Hall Lane Bagdad. When Blackbrush Road and Hall Lane works are completed it is planned to start on kerbing and footpath works at Kempton.

Parks and Reserves

General maintenance of parks and reserves will continue with a focus on ensuring growth is maintained at an acceptable level. Preparation works for the new skate park at Kempton have been completed.

Bridge Works

Bridge widening works are complete on Interlaken Road. The road approaches and guard fencing will be completed soon.

Planned Works

The following capital works are planned for the coming period:

- Oatlands aquatic centre storm water drainage pipe installation;
- Footpath and kerb installation Oatlands to continue as weather permits;
- Repair various roads and drainage;
- Black Brush Road storm water work;
- Road Re-Seal preparations;
- Drainage and pavement repairs to Inglewood and Woodsdale roads;

- Footpath and storm water infrastructure re-newel works Sophia Street to Erskine Street Kempton;
- Preparation works for new skate-park Kempton;
- Undertake various bridge maintenance repairs;
- Kempton School crossing – awaiting final plans.

QUESTIONS WITHOUT NOTICE TO MANAGER, INFRASTRUCTURE & WORKS

Clr R McDougall – acknowledged that maintenance works have been undertaken on Stonor Road.

Clr K Dudgeon – acknowledged that Council had attended to the playground improvements at the Mount Pleasant Recreation Ground. (This did not assist the Club's on-ground performance).

Clr K Dudgeon – Nala Road – maintenance required.

Deputy Mayor E Batt – can Council provide a report on expenditure to date incurred by Council relating to the construction of the 'Kempton Wheels Complex'. To be provided.

Deputy Mayor E Batt - Main Street, Kempton (opposite Post Office) requires hot mix where the street tree has been removed.

Deputy Mayor E Batt – timeframe to complete Blackbrush Road drainage/kerb/footpaths works.

Manager – Infrastructure & Works indicated that the work will be completed within the next 2-3 weeks.

Mayor A Green – commented on the excellent standard of work undertake by Hazell Bros on the White Kangaroo Road, Campania.

Clr A E Bisdee OAM – Glen Morey Road – maintenance required (i.e. potholes and corrugations).

Clr R McDougall – Tunnack Main Road (DSG responsibility) – a corner on Tunnack Main Road (between Baden junction and Tunnack) – safety issue that needs to be addressed (i.e. through possible road widening).

Manager – Infrastructure & Works indicated that he is aware of the location and the concern will be referred to the DSG.

RECOMMENDATION

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

DECISION

Moved by Deputy Mayor E Batt, seconded by Clr K Dudgeon

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

CARRIED

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

14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)

14.1 Residential

Strategic Plan Reference 2.1

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

Nil.

14.2 Tourism

Strategic Plan Reference 2.2

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

Nil.

14.3 Business

Strategic Plan Reference 2.3

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

Nil.

14.4 Industry

Strategic Plan Reference 2.4

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

Nil.

15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LANDSCAPES)**15.1 Heritage****Strategic Plan Reference – Page 22**

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

15.1.1 Heritage Project Program Report**DECISION**

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

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

CARRIED

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

15.2 Natural**Strategic Plan Reference – page 23/24**

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

15.2.1 NRM Unit – General Report**DECISION**

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

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

CARRIED

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

15.3 Cultural

Strategic Plan Reference 3.3

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

Nil.

15.4 Regulatory (Development)

Strategic Plan Reference 3.4

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

Nil.

15.5 Regulatory (Public Health)

Strategic Plan Reference 3.5

Monitor and maintain a safe and healthy public environment.

Nil.

15.6 Regulatory (Animals)

Strategic Plan Reference 3.6

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

15.6.1 Animal Management Report

RECOMMENDATION

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

DECISION

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

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

CARRIED

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

15.6.2 2022/23 Animal Management Fees (including Dog Registration)**DECISION***Moved by Cllr A E Bisdee OAM, seconded by Cllr K Dudgeon***THAT THAT Council adopt the following Animal Management Fees for the 2022-23 period:**

CLASS	EVIDENCE REQUIRED	AMOUNT
Dog Desexed	<i>Vet Certificate or Stat Dec required</i>	\$32.00
Dog Non-desexed		\$42.00
Greyhound/Working Dog/Purebred (for showing/breeding)	<i>Certificate required, TCA or GRT membership or ABN</i>	\$32.00
Dangerous Dog/Restricted Breed/Guard Dog	<i>Declared by General Manager</i>	\$95.00
Guide Dogs/Hearing Dogs		No Charge
Pensioner	<i>Pension Concession Card Health Care Card</i>	50% discount off scheduled fee (one dog only)
Replacement Tag (metal lifetime tag)		\$11.00
Formal Notice of Complaint (refundable if complaint substantiated)		\$63.00
Kennel Licence Application		\$126.00
Kennel Licence Renewal		\$53.00
Impound fee (per animal)		\$32.00
Feed/care fee (daily charge per animal)		\$11.00
Dogs Home of Tasmania Impound Fee	<i>Paid directly to Dogs Home</i>	Refer Dogs Home

CARRIED

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

15.7 Environmental Sustainability

Strategic Plan Reference 3.7

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

Nil.

16. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY)**16.1 Community Health and Wellbeing****Strategic Plan Reference 4.1***Support and improve the independence, health and wellbeing of the Community.***16.1.1 Policy Development - Safeguarding Children & Young People Policy & Mandatory Reporting Policy****DECISION***Moved by Clr R McDougall, seconded by Clr K Dudgeon***THAT Council:**

- a) receive and note the report; and
- b) in accordance with Council's policy development process, consider formal adoption of the Policies at the May 2022 meeting (subject to any amendments).

CARRIED

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

16.2 Recreation

Strategic Plan Reference 4.2

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

16.2.1 Oatlands Aquatic Centre – Coordinators Report

DECISION

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

THAT the Oatlands Aquatic Centre Coordinator's Report be received and the information noted.

CARRIED

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

16.2.2 Woodsdale Hall & Recreation Ground Management Committee**DECISION***Moved by Clr K Dudgeon, seconded by Clr A E Bisdee OAM***THAT Council:**

- 1. Note the Report;**
- 2. Approve the changes to the Woodsdale Hall & Woodsdale Recreation Ground Management Committee Constitution to reflect the removal of the Woodsdale Recreation Ground responsibilities from the Woodsdale Hall Management Committee, along with some inconsequential additions as detailed in the report; and**
- 3. Agree to enter into a Recreation Reserve and Pavilion Seasonal Agreement, with the Woodsdale Football Club in accordance with Council’s normal policies and procedures at a Council Officer level.**

CARRIED

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

16.3 Access

Strategic Plan Reference 4.3

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

Nil.

16.4 Volunteers

Strategic Plan Reference 4.4

Encourage community members to volunteer.

Nil.

16.5 Families

Strategic Plan Reference 4.5

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

Nil.

16.6 Education

Strategic Plan Reference 4.6

Increase the educational and employment opportunities available within the Southern Midlands

Nil.

16.7 Capacity & Sustainability

Strategic Plan Reference 4.7

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

Nil.

16.8 Safety

Strategic Plan Reference 4.8

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

Nil.

16.9 Consultation & Communication

Strategic Plan Reference 4.8

Improve the effectiveness of consultation & communication with the community.

Nil.

17. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)

17.1 Improvement

Strategic Plan Reference 5.1

Improve the level of responsiveness to Community & Developer needs / Improve communication within Council / Improve the accuracy, comprehensiveness and user friendliness of the Council asset management system / Increase the effectiveness, efficiency and use-ability of Council ICT systems / maintain the Business Process Improvement & Continuous Improvement framework

Nil.

17.2 Sustainability

Strategic Plan Reference 5.2

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

17.2.1 Tabling of Documents

Nil.

17.2.2 Elected Member Statements

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

Clr D Fish – Replacement of Chairs (Council Chambers) – provided comment in relation to his reasoning for not supporting the replacement of the Chairs (i.e. proposed style not in keeping with the Chambers and the associated costs of replacement).

Clr K Dudgeon – advised Council that the Mount Pleasant Football Club has secured a Grant of \$200K from the Department of Communities Tasmania to upgrade the change-rooms. This will be supplemented by funding of \$34K from AFL Tasmania, and \$25K from Council. Total project costs of \$280K, which includes a value for ‘in-kind’ support to be provided by Football Club. (Hopefully will assist on-ground performance).

Deputy Mayor E Batt – Navigate Family Services - held a very successful Family Fun Day in Kempton last Sunday (24th). Was well attended and a great event.

17.2.3 COVID-19 Update

DECISION

Moved by Cllr A E Bisdee, seconded by Cllr R McDougall

THAT Council:

1. Receive and note the report
2. Endorse changes to Risk Assessment COVID-19 Exposure, COVID-19 Safety Plan and COVID-19 Vaccination Policy.

CARRIED

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

17.2.4 Local Government Shared Services – Quarterly Update – Information Only**DECISION**

Moved by Deputy Mayor E Batt, seconded by Clr K Dudgeon

THAT the information be received.

CARRIED

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

DECISION

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

THAT the meeting be adjourned for morning tea at 10.58 a.m.

CARRIED

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

DECISION

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

THAT the meeting reconvene at 11.21 a.m.

CARRIED

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

17.2.5 SMC External Grant Projects – Quarterly Update

DECISION

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

THAT Council receive and note the report.

CARRIED

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

17.3 Finances**Strategic Plan Reference 5.3**

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

17.3.1 Monthly Financial Statement (Period ending 31 March 2022)**DECISION**

Moved by Clr R McDougall, seconded by Clr D Fish

THAT the Financial Report be received and the information noted.

CARRIED

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

17.3.2 Monthly Oatlands Aquatic Centre Capital Expenditure Report (Period ending 31 March 2022)**DECISION**

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

THAT the Financial Report be received and the information noted.

CARRIED

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

17.3.3 Brighton and Southern Midlands Pony Club – Request For Donation**Author:** MANAGER COMMUNITY & CORPORATE DEVELOPMENT (WENDY YOUNG)**DECISION***Moved by Clr A E Bisdee OAM, seconded by Clr R McDougall***THAT Council donate an amount of \$200 to each event (total donation of \$400) as a contribution towards the costs associated with hosting the event(s).****CARRIED**

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

18. MUNICIPAL SEAL

Nil.

19. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

Nil.

RECOMMENDATION

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

DECISION

Moved by Clr R McDougall, seconded by Clr D Fish

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

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

CARRIED

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

RECOMMENDATION

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

DECISION

Moved by Clr K Dudgeon, seconded by Clr R McDougall

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

CARRIED

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

CLOSED COUNCIL MINUTES

20. BUSINESS IN “CLOSED SESSION”

20.1 Closed Council Minutes - Confirmation

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

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

20.2 Applications for Leave of Absence

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

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

20.3 Audit Panel Minutes

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

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

20.4 Property Matter – Levendale

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

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

RECOMMENDATION

THAT Council move out of “Closed Session”.

DECISION

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

THAT Council move out of “Closed Session”.

CARRIED

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

OPEN COUNCIL MINUTES

21. CLOSURE

The meeting concluded at 11.54 a.m.

Woodsdale Community Memorial Hall

Est. 1905

Meeting

FOR

General Committee Meeting

On

Monday 21st March 2022

At

Woodsdale Hall – Commencing at 7:30pm

1. Welcome/opening

1.1 The President welcomes members to the meeting.

1.2 The President declares the meeting open at 7.30pm

2. **Attendance:** Mrs Kaye Rowlands President, Mrs Ann Scott Vice President, Ms Kate Bourne Treasurer/Secretary, Mrs Karen Dudgeon Council Representative, Ms Alyson Scott

3. **Apologies** Mrs Marion Wiggins, Mr Leon Scott, Mrs Sally Stubbs

Moved that the apologies be accepted Ms Alyson Scott

Seconded by Mrs Karen Dudgeon

Motion Carried

4. Confirmation of Minutes of last Meeting 7th February 2022

- Amendment to day of Meeting should have read Monday not Sunday.
- Amendment in 8. General Business 8.2 Mr & Mrs Burke's surname misspelt (spelt Bourke in error)
- Amendment to Group name for luncheon listed as Central Highlands Seniors should have been Intrepid Explorers.
- Amendment to date of next meeting – listed a 4th February 2022 instead of 2nd May 2022.

Moved by that the Minutes be accepted with 4 amendments Mrs Karen Dudgeon **Seconded:** Mrs Ann Scott

Motion Carried

5. Business Arising from Previous Minutes of 7th February 2022

5.1 The 2 Vouches purchased for Mr & Mrs Burke a Harris Scarfe Voucher for \$300 and a Woolworths Voucher for \$200 and given to them.

5.2 The meeting time has been changed from 7pm to 7.30pm

5.3 The Luncheon on the 2nd of April 2022 was very successful raising a clear profit of \$1,065.15

6. Financial Report:
Total Funds as at 7th of February, 2022 \$ 8,530.47

Y.T.D. Financials

	Opening Balance		\$10,545.00
	Incoming	YTD	\$1,308.05
Recreation Ground	\$ 50.00		
Recreation Ground	\$ 75.00		
Hairdresser	\$ 30.00		
Hairdresser	\$ 30.00		
Bargin Centre	\$ 10.50		
Hairdresser	\$ 30.00		
Hairdresser	\$ 30.00		
Family Christmas	\$1,052.55		

Outgoing YTD

\$3,622.58

Catering	\$ 86.00	(03/05/2021) Not Banked till 19/07/2021)	
		Not to be included in YTD Figures at year end	
Aurora	\$ 140.11		
Flowers	\$ 50.00		
Aurora	\$ 125.47		
Cash for Floats	\$ 180.00		
Aurora	\$ 127.00		
Football Club	\$2,500.00		
Gift Card	\$ 200.00		
Gift Card	\$ 300.00		

Closing Balance

\$ 8,230.47

Monies NYB \$30.00

\$ 8,260.47

Moved by Ms Kate Bourne that the Financial Report be
accepted as above

Seconded by Ms Alyson Scott

Motion Carried.

7. Business arising from Financial Report: .

NIL

8. Consideration of Correspondence

8.1 In – A Thankyou from Mr Stephen & Mrs Therese Burke for the
Vouches

8.2 Out – Nil

9. General Business: Nothing Further this month.

10. Bookings - Luncheon for Saturday 2nd April 2022

Hall Set up to be carried out on Friday 1st April at 1pm

**11. Next General Committee Meeting to be held at the Hall on 2nd May
2022 at 7.30pm**

Meeting Closed at 8.15pm

Woodsdale Community Memorial Hall

Est. 1905

Minutes

FOR

General Committee Meeting

On

Monday 9th May 2022

At

Woodsdale Hall – Commencing at 7:30pm

1. Welcome/opening

- The President welcomes members to the meeting.

1.2 The President declares the meeting open at 7.35pm

2. **Attendance:** Mrs Kaye Rowlands President, Mrs Ann Scott Vice President, Ms Kate Bourne Treasurer/Secretary, Mrs Karen Dudgeon Council Representative, Ms Alyson Scott, Mr Leon Scott, Mrs Marion Wiggins, Mrs Sally Stubs.

3. **Apologies** NIL

4. Confirmation of Minutes of last Meeting 21st March 2022

Moved by Ms Alyson Scott that the minutes of 21st March be accepted as read.

Seconded: Mrs Ann Scott

Motion Carried

5. Business Arising from Previous Minutes of 21st March 2022

NIL

6. Financial Report:

Total Funds as at 9th March 2022 **\$ 9,300.29**

Y.T.D. Financials

Opening Balance **\$10,545.00**

Incoming YTD **\$2,508.20**

Recreation Ground	\$	50.00
Recreation Ground	\$	75.00
Hairdresser	\$	30.00
Hairdresser	\$	30.00
Bargin Centre	\$	10.50
Hairdresser	\$	30.00
Hairdresser	\$	30.00
Family Christmas	\$	1,052.55
Financial Report Incoming cont.		
Hairdresser	\$	30.00
Hairdresser	\$	30.00
Luncheon	\$	1,065.15
Recreation Ground	\$	75.00

Outgoing YTD		\$3,752.91
Catering	\$ 86.00	(03/05/2021) Not Banked till 19/07/2021)
		Not to be included in YTD Figures at year end
Aurora	\$ 140.11	
Flowers	\$ 50.00	
Aurora	\$ 125.47	
Cash for Floats	\$ 180.00	
Aurora	\$ 127.00	
Football Club	\$2,500.00	
Gift Card	\$ 200.00	
Gift Card	\$ 300.00	
Aurora	\$ 130.33	

Closing Balance **\$ 9,300.29**

Moved by Ms Kate Bourne that the financial report be accepted

Seconded by Mrs Sally Stubs

Motion Carried.

7. Business arising from Financial Report: .

NIL

8. Consideration of Correspondence

- 8.1 In –** 1 Letter from the Woodsdale Football Club thanking the committee for the ground hire with the loan of tables and chairs.
2 Magazine from Livingstone (Funeral Directors Product Guide)

8.2 Out – NIL

Moved by Mrs Ann Scott that the correspondence be accepted

Seconded by Mrs Karen Dudgeon

Motion Carried.

9. General Business:

9.1 Mrs Karen Dudgeon as council representative asked the Woodsdale Community Memorial Hall committee if they would make an amendment to their constitution and hand over the control of Wallaby Park (known at present as the Woodsdale Recreation Ground) to the Woodsdale Football Club. This would mean that all text concerning Wallaby Park to be deleted from the current Constitution of the Woodsdale Community Memorial Hall

Moved by Mrs Ann Scott that the control of Wallaby Park be handed over to the Woodsdale Football Club and all text pertaining to Wallaby Park be deleted from the Constitution.

Seconded by Mr Leon Scott

Motion Carried.

9.2 Mrs Marion Wiggins asked the committee if the Woodsdale Area had a defibrillator as the population of Woodsdale was an aging population and the Woodsdale Hall often had luncheons and most of the visitors were also, on the ageing side. This needs further investigation re pricing (*it was suggested that they were around \$2,500.00*), location of said defibrillator and if other entities such as the Levendale/Woodsdale History Room Inc., the Woodsdale Fire Brigade for example.

10. Bookings:

10.1 Hairdresser returns on the 18th of June 2022

10.2 10th September 2022 Woodsdale Football Club Trophy Night

11. Next General Committee Meeting to be held at the Hall on Date to be advised (as Secretary/Treasurer away 1st June 2022 to 16th July 2022.)

Meeting Closed at 8.15pm



APPLICATION FOR PLANNING PERMIT – USE AND DEVELOPMENT
Commercial, Industrial, Forestry and other Non- Residential development

Use this form to apply for planning approval in accordance with section 57 and 58 of the *Land Use Planning and Approvals Act 1993*

Applicant / Owner Details:

Owner / s Name J G Ibrahim

Postal Address 19 Kinsella Street
 Illawong NSW 2234

Phone No:
Fax No:

Email address

Applicant Name Katrina Hill – JMG Engineers & Planners obo Old Kempton Distillery
 (if not owner)

Postal Address 117 Harrington Street
 Hobart 7000

Phone No: 6231 2555
Fax No:

Email address: planning@jmg.net.au

Description of the proposed use and/or development:

Address of new use and development: 'Dysart House' - 26 Main Street, Kempton

Certificate of Title No Volume No 102388 Lot No: 1

Description of Use Resource Processing (distillery)
 Development on site Three (3) new bond stores to the rear of the existing distillery (storage).

current use of land and building Resource Processing (distillery)

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

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

Is the property Heritage Listed

Please tick ✓ answer
 Yes No

Signage Is any signage proposed?

Please tick ✓ answer
 Yes No

**Attachment 1
AGENDA ITEM 12.1.1**

Business Details	Existing hours of operation			Proposed hours of new operation						
	Hours	am	to	pm	Hours	am	to	pm		
	Weekdays	6:30		10:30	Weekdays					
	Sat	6:30		10:30	Sat					
	Sun	6:30		10:30	Sun					
Number of existing employees	8			Number of proposed new employees : N/A						
Traffic Movements	Number of commercial vehicles servicing the site at present			11			Approximate number of commercial vehicles servicing the site in the future		No change proposed	
Number of Car Parking Spaces	How many car spaces are currently provided			11			How many new car spaces are proposed		20	

Please tick ✓ answer

Is the development to be staged: Yes No

Is the development to be staged, If yes	Described proposed stages	Two (2) stores – stage 1	Described period of proposed stages	Two (2) stores +1 in 2years (if required).
---	---------------------------	--------------------------	-------------------------------------	--

Proposed Material Types	What are the proposed external wall colours	Windspray colourbond	What is the proposed roof colour	Windspray
	What is the proposed external wall materials	Colourbond sheeting	What is the proposed roof materials	Custom-orb roof sheeting
	What is the proposed new floor area m ²	648	What is the estimated value of all the new work proposed	\$240,000

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

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

Signed Declaration

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

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

Applicant Signature 	Applicant Name (print) Katrina Hill	Date 22/03/22
Land Owner(s) Signature 	Land Owners Name (please print) JOHN IBRAHIM	Date 26/04/22
Land Owner(s) Signature	Land Owners Name (please print)	Date

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

DEVELOPMENT – Information & Checklist sheet

Use this check list for submitting your application

Submitting your application ✓

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

Information

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

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

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

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

Heritage Tasmania

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

TasWater

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

PRIVACY STATEMENT

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

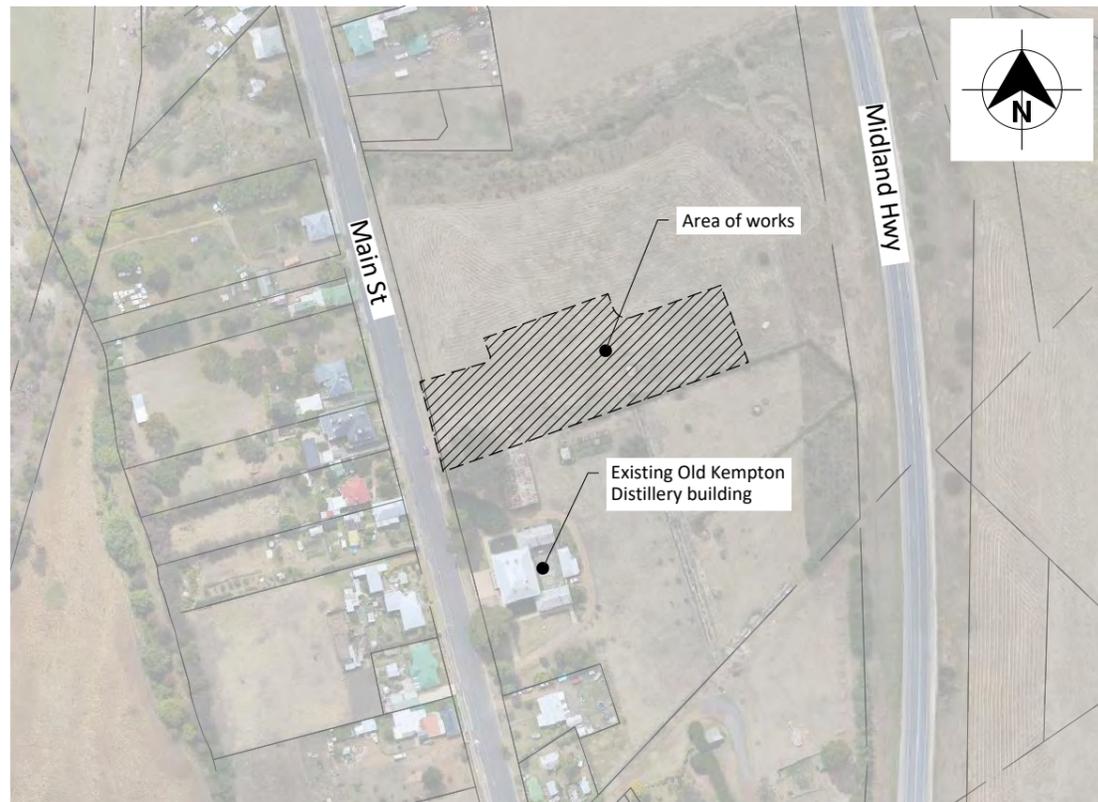
Collection of Personal Information: The personal information being collected from you for the purposes of the Personal Information Protection Act, 2004 and will be used solely by Council in accordance with its Privacy Policy. Council is collecting this information from you in order to process your application.

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

Correction of Personal Information: If you wish to alter any personal information you have supplied to Council please telephone the Southern Midlands Council on (03) 62545050. Please contact the Council's Privacy Officer on (03) 6254 5000 if you have any other enquires concerning Council's privacy procedures.

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

Old Kempton Distillery - Access and Parking 26 Main St, Kempton, Tasmania For Approval



Locality Plan
scale NTS

DRAWING LIST	
NUMBER	DESCRIPTION
D-1-00-01	Cover Sheet
D-1-00-02	Legend
D-1-00-03	Project Notes
D-1-02-01	Existing Conditions and Demolition Plan
D-1-04-01	Erosion and Sediment Control
D-1-06-01	Drainage and Roadworks General Arrangement
D-1-06-02	Roadworks General Arrangement - Swept Path
D-1-08-01	Roadworks Typical Sections and Details

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Rev No	Date	Revision Note	Drn	Ver.	App.
A	22/09/21	For Approval	HM	CC	AD

AD DESIGN + CONSULTING
Engineering / Project Management / Property Development

Client	TasTech Building Systems
Project	Old Kempton Distillery

Drawn	Signed	Date	Drawing Title
HM		22/09/21	
Designed	Signed	Date	
CC		22/09/21	
Checked	Signed	Date	
Approved	Signed	Date	

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Drawing Title	
Cover Sheet	

FOR APPROVAL	
NOT FOR CONSTRUCTION	
Project No.	21062
Scale	NTS
Sheet Size	A3
Drawing No.	D-1-00-01
Rev	A

Legend

Design

12.5	Design Contours Labels		Retaining wall
	Design Contours Major		Design Fence
	Design Contours Minor		Design Comms
	Design Boundaries Easement		Design Comms Optical Fiber
	Design Boundaries Property		Design Comms Tele Conc Pit
	Design Crossovers		Design Comms Tele Conc Pit Twin
	Design Road Edge of Concrete		Design Gas main
	Design Road Kerb Back		Design Gas Manhole
	Design Road Kerb Invert		Design Power Underground
	Design Road Kerb Lib		Design Power Overhead
	Design Road Kerb Top		Design Power Junction Box
	Design Road Control Line		Design Power Light Outreach
	Design Road Edge Of Lane		Design Power Pole Light
	Design Road Shoulder		Design Power Pole Power
	Design Road Edge Of Median		Design Flow Path Arrow
	Design Road Verge		Section Design Surface
	Design Road Footpath		Section EX Surface
	Design Road Table Drain		Section Nominal Stripping
	Design Road Barrier W-Beam		
	Design Road Barrier Wire Rope		
	Design Road Sawcut		
	Design Line Marking		
	Design Earthworks Batter		
	Design Sewer Pipe		
	Design Sewer Internal		
	Design Sewer Structures Internal		
	Design Sewer Structures		
	Design Water Main		
	Design Water Internal		
	Design Water Fittings		
	Design Water Fittings		
	Design Drainage Pipe		
	Design Drainage Internal		
	Design Drainage Structure Internal		
	Design Drainage Subsoil		
	Design Drainage GVP		
	Design Drainage SEP Type 1		
	Design Drainage SEP Type 2		
	Design Drainage SEP Type 3		
	Design Drainage SEP Type 4		
	Design Drainage SEP Type 5		
	Design Drainage SEP Type 6		
	Design Drainage Field Inlet		
	Design Drainage Manhole		

Existing

	Ex Drainage Dish Drain	12	Ex Boundary Lot Numbers
	Ex Drainage Open Drain		Ex Boundary Property Line
	Ex Drainage Pipe		Ex Building Outline
	Ex Drainage Spoon Drain		Ex Building Retaining Wall
	Ex Drainage Table Drain		Ex Building Roof Cover
	Ex Drainage Water Course		Ex Building Stairs
	Ex Services Comms		Ex Building Wall
	Ex Services Elec OH		Ex Misc Demolish
	Ex Services Elec UG		Ex Road CL
	Ex Sewer Main		Ex Road Footpath
	Ex Sewer Rising Main		Ex Road Kerb
	Ex Sewer Trunk Main		Ex Services Gas
	Ex Water Pipe		Ex Services Gas High Pressure
	Ex Water Recycled		Ex Services Optic Fibre
	Ex Water Trunk Main		Ex Services Elec Tel OH
	Ex Water Fittings		
	Ex Boundary Cadastral		
	Ex Boundary Fence		
12.5	EX Contours Labels		
	EX Contours Major		
	EX Contours Minor		
	EX Power Junction Box		
	EX Power Light Outreach		
	EX Power Pole Light		
	EX Power Pole Power		
	EX Comms Tele Conc Pit		
	EX Comms Tele Conc Pit Twin		
	EX Sewer Structures		
	EX Water Fittings		

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Project No.	21062
Scale	NTS
Sheet Size	A3
Drawing No.	D-1-00-02
Rev	A

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Project Notes

General

- These notes have been prepared as a guide to relevant codes, regulations and standards for use by the contractor during the construction process.
- Council & LGAT current specifications and drawings are to be read in conjunction with these drawings. Works to be carried out to the satisfaction of the manager, engineering services of Council and in accordance with relevant permits.
- The Council and all service authorities shall be notified, in writing, seven days prior to commencement of the works. All existing services in the vicinity of the works are to be located prior to commencement.
- Workmanship and materials to comply with requirements of S.A.A codes, building code of Australia and by-laws and ordinances of relevant building authorities. All codes referred to are those current (as amended) at commencement of contract.
- Prior to commencement of the works, the contractor shall provide the superintendent the following information.
 - Source of quarry material.
 - Optimum moisture content and maximum modified dry density of the fine crushed rock (FCR), to be used from NATA approved laboratory.
 - If the source of the quarry material is changed during the course of the works, new test results shall be provided.
- On completion, the contractor is responsible for the removal of all rubbish and spoil from the site.
- All services are to be located prior to commencement of works.
- All levels are to be confirmed prior to commencement of works.
- All levels are to Australian height datum (A.H.D).

Approvals

- The Contractor is responsible for ensuring that start work notices are in placed for all works.
- The Contractor shall not commence construction within a road reserve until the following requirements are met:
 - The 'Permit to carry out works within a council road reservation' has been issued by Council; and
 - All traffic management has been prepared in accordance with DSG traffic control code of practice.
- Refer to Council permit for full disclosure of permit conditions.

Safety in Design

- The 'safety in design' risk mitigation measures for this project do not necessarily account for all design, construction, operation, maintenance and demolition assessments. It does not reduce or limit the obligations of the constructor, user, operator, maintainer and demolisher to perform their own safety in design risk assessment.
- Construction and installation safe work method statements, to eliminate and minimise installation risks, to be reviewed by a suitably qualified person.

Soil and Water Management

- Implement soil and water management procedures to avoid erosion, contamination and sedimentation of site, surrounding areas and drainage systems.
- All works are to be carried out in accordance with 'Soil and Water Management on building and construction site. All guidelines are available from the Derwent Estuary Program website.

www.derwentestuary.org.au/stormwater-factsheets

Earthworks

- All general earthworks, material and workmanship shall comply with the current edition of the S.A.A code for earthworks, AS3798 where applicable.
- The Contractor is to engage an approved Geotechnical Engineer to carry out level 1 inspection and testing of all earthworks to AS3798, including but not limited to:
 - Subgrade;
 - Fills;
 - Pavements; and
 - Backfilling of service trenches.

Certification of these elements are to be provided to the superintendent prior to practical completion.
- All earthwork filling is to be constructed in accordance with section 6 of AS3798. Minimum 95% standard dry density (SMDD).
- Pavement subgrade is to be compacted to a minimum 98% standard dry density (SMDD).
- The contractor shall erect and maintain all shoring, planking and strutting, dewatering devices, barricades, signs, lights etc necessary to keep works in a safe and stable condition and for the protection of the public.
- The Contractor must take the utmost care to protect all existing vegetation, unless identified on the civil works plans for removal. Should any tree be removed without the Council - open space teams written authority, or damaged due to negligence by the Contractor, then the Contractor shall pay compensation for the tree.
- All areas shown on the drawings to be cut or filled are to be stripped of topsoil to a depth of 100mm. Upon completion of the bulk earthworks, the topsoil is to be spread to a depth of 100mm over the area and graded to finished levels shown on the drawings with a minimum slope of 1 in 150.

Services

- All conduit trenches under road pavement and kerb and channel shall be backfilled with 20 mm class 4 FCR.
- Connections to existing stormwater and sewer to Council & Taswater standards and approvals.
- Telstra conduits and cable ducts will be laid in trenches excavated and backfilled by the Contractor. The Contractor shall give Telstra Area Engineer 7 days notice prior to commencing work.
- 100 mm diameter agricultural drains to be constructed behind or under kerb and channel, kerb only and edge strips where directed by the Superintendent or as shown on the plans and to be connected to underground SW drains.
- The reinstatement and compaction of public authority service trenches shall be the Contractors responsibility, and to the satisfaction of of the manager, technical services of Council.

Signage

- Contractor to install all signage.
- Contractor to install "end of road" barricade/sign at end of works in accordance with staging plans.

Roads

- All works are to be carried out in accordance with Local Council and DSG standards. Any departures from the standards requires the prior approval of the Superintendent and Council Municipal Engineer.
- The Contractor must supply to the Superintendent a schedule and plan of testing to be carried out on pavement & backfill material and this is to be approved by the Superintendent before any works can commence.
- All batters shall be 1 in 4 unless otherwise stated.

- All footpaths to be 100 thick, N25 concrete in accordance with TSD-R11-v1. thickening at vehicle crossovers in accordance with TSD-R09-v1.
- All kerb and channel, kerb only, edge strips, and concrete inverts to be constructed in accordance with TSD-R14-v1. All concrete to be 25MPa and have a minimum cement content to be 280 kg/m³.
- For all filling and backfilling requirements, refer to Earthworks section.

Drainage

- All works to be carried out in accordance with Council Municipal Standards, LGAT standard drawings, AS3500 and project specification where required and to the satisfactory of Councils Municipal Engineer.
- All fill material is to be placed and compacted prior to excavation of trenches.
- All trench excavations over 1.5m in depth must be carried out in accordance with workplace standard code of practice for excavation works. Contractor to notify Superintendent 48 hours prior to commencing excavations.
- All stormwater drains shall be as specified on drawings, if not specified all pipes are to be 150mm Blackmax or approved equivalent.
- All stormwater pits in allotments shall be 1.0m offset from building lines unless otherwise shown.
- All pits constructed on steep terrain, the finished surface profile of the structure is to match the existing or finished slope of the ground.
- All house drains for allotments shall be at a sufficient depth to control drainage at a minimum of 1 in 100 fall from all points within the building area, and shall be connected to underground drains in road reserves where possible, with 600mm minimum cover at building line. House drains to be placed 2.0m from the low corner of the lot unless otherwise shown.
- All pipes, located beneath existing or proposed road pavement, driveways, footpaths and drains must be completely backfilled with 20mm, class 4 FCR, watered, compacted & tested to the satisfaction of Council.
- All pipe work in stormwater drainage pits are to be well aligned ensuring incoming flows are jetted directly to the outlet pipe, that is, the centre line of the inlet pipe is to intersect the centre line of the outlet pipe at the outlet pit wall.
- All stormwater pits unless otherwise specified are to be constructed with a minimum concrete strength of 25MPa provide 2 No. 65 dia weep holes for stormwater side entry pits and manholes.
- All stormwater lot connections to be 150 dia class SN8, pipes under roads to be class SN8. Seal off all unused connections.
- All anchor blocks (concrete bulkheads) are to be keyed into undisturbed, competent material to ensure movement of bedding and backfill material is reduced and the integrity of the pipe is maintained.

Schedule of works by

- All live connections water by the an approved Task

Services Constructed

Where the location of water embankment, along the route that all earthworks are to be

Proceed as follows:

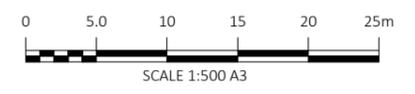
- Prepare the foundation vegetation, organic material
- compact the cleared soil to maximum dry density (SMDD)
- Place the fill in layers not less than 900mm (AS3798). Bring the compacted surface above the design level
- Place the remainder of the fill and compact each layer to maximum dry density (AS3798).

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			Client			Project		
			TasTech Building Systems			Old Kempton Distillery		
			AD DESIGN + CONSULTING			Drawn		
			Engineering / Project Management / Property Development			HM		
						Signed		
						Date		
						22/09/21		
						Drawing Title		
						Project Notes		
						Designed		
						Signed		
						Date		
						22/09/21		
						Checked		
						Signed		
						Date		
						Approved		
						Signed		
						Date		
Rev No	Date	Revision Note	Drn	Ver.	App.			
A	22/09/21	For Approval	HM	CC	AD			



WARNING
BEWARE OF UNDERGROUND SERVICES
THE LOCATION OF UNDERGROUND SERVICES ARE APPROXIMATE ONLY AND THE EXACT POSITION SHOULD BE PROVEN ON SITE. NO GUARANTEE IS GIVEN THAT ALL SERVICES ARE SHOWN.



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AD DESIGN + CONSULTING
Engineering / Project Management / Property Development

Client	TasTech Building Systems
Project	Old Kempton Distillery

Drawn	Signed	Date
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Designed	Signed	Date
CC		22/09/21
Checked	Signed	Date
Approved	Signed	Date

Drawing Title	
Existing Conditions and Demolition Plan	
Project No.	21062
Scale	1:500
Drawing No.	D-1-02-01

FOR APPROVAL	
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Project No.	21062
Scale	1:500
Drawing No.	D-1-02-01
Sheet Size	A3
Rev	A

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Erosion and sediment control plan notes:

1. Areas of ground disturbance are shown. Works to be confined to within these areas. Clearing for works to be limited to within 5 metres from the edge of any essential construction activity. (refer fact sheet 5: minimize soil disturbance)
2. All excavation is to comply with "Fact Sheets: Soil & Water Management for Building & Construction Sites - 2008". These are available at www.derwentestuary.org.au.
3. Excavation to be carried out over a minimum time period. Top soil to be stockpiled separately and spread over backfilled areas. Spoil to be stockpiled in a narrow corridor on the upstream side of all excavation. Temporary catch drains to be constructed on the upstream side of stockpiles and excavated areas, directing runoff to existing stormwater system. (refer fact sheet 9: protect service trenches & stockpiles)
4. Sediment fences & fibre rolls to be used on the downstream side of all stockpiles and to extents shown on this drawing. Prevent entry of silt to existing stormwater inlets and water courses during construction. (Refer fact sheet 14: sediment fences & fibre rolls)
5. No trees with trunk diameter >150mm are to be removed outside areas of ground disturbance unless authorized by Council. Avoid trenching close to the root system of existing trees, or placing fill material against the trunks of mature trees. (refer fact sheet 6: preserve vegetation)
6. Every effort to be made to minimize spreading sediment on to sealed areas when vehicles leave the site, including the washing down of tyres. (refer fact sheet 13: wheel wash)
7. No topsoil shall be removed from land outside the areas of ground disturbance shown.
8. All areas of ground disturbance must be dressed with 50mm top soil. Sow with grass seed. Mix appropriate for embankment batters. Seed mix to include 60% rye grasses and 40% perennial grasses. (refer fact sheet 19: site revegetation)
9. All stockpiles to be positioned clear of water courses and to ensure that no silt runoff can enter water courses.
10. During windy conditions and/or hot weather, wet down exposed soil slightly & regularly to prevent dust nuisance. (refer fact sheet 18: dust control)
11. No topsoil or fill material to be removed from site as weed control measure prevent entry of silt into existing watercourse during works - soil & water management plan.

NOTE:

Notwithstanding the details on these drawings the contractor is ultimately responsible for erosion and sediment control within the site. the contractor shall complete all design measures and more as any additional measures and maintenance required to suit their construction staging. all costs in relation to erosion and sediment control are to be included in the tender.



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Legend

Area of Disturbance

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AD DESIGN + CONSULTING
Engineering / Project Management / Property Development

Client TasTech Building Systems

Project Old Kempton Distillery

Drawn	Signed	Date
HM		22/09/21
Designed	Signed	Date
CC		22/09/21
Checked	Signed	Date
Approved	Signed	Date



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FOR APPROVAL

NOT FOR CONSTRUCTION

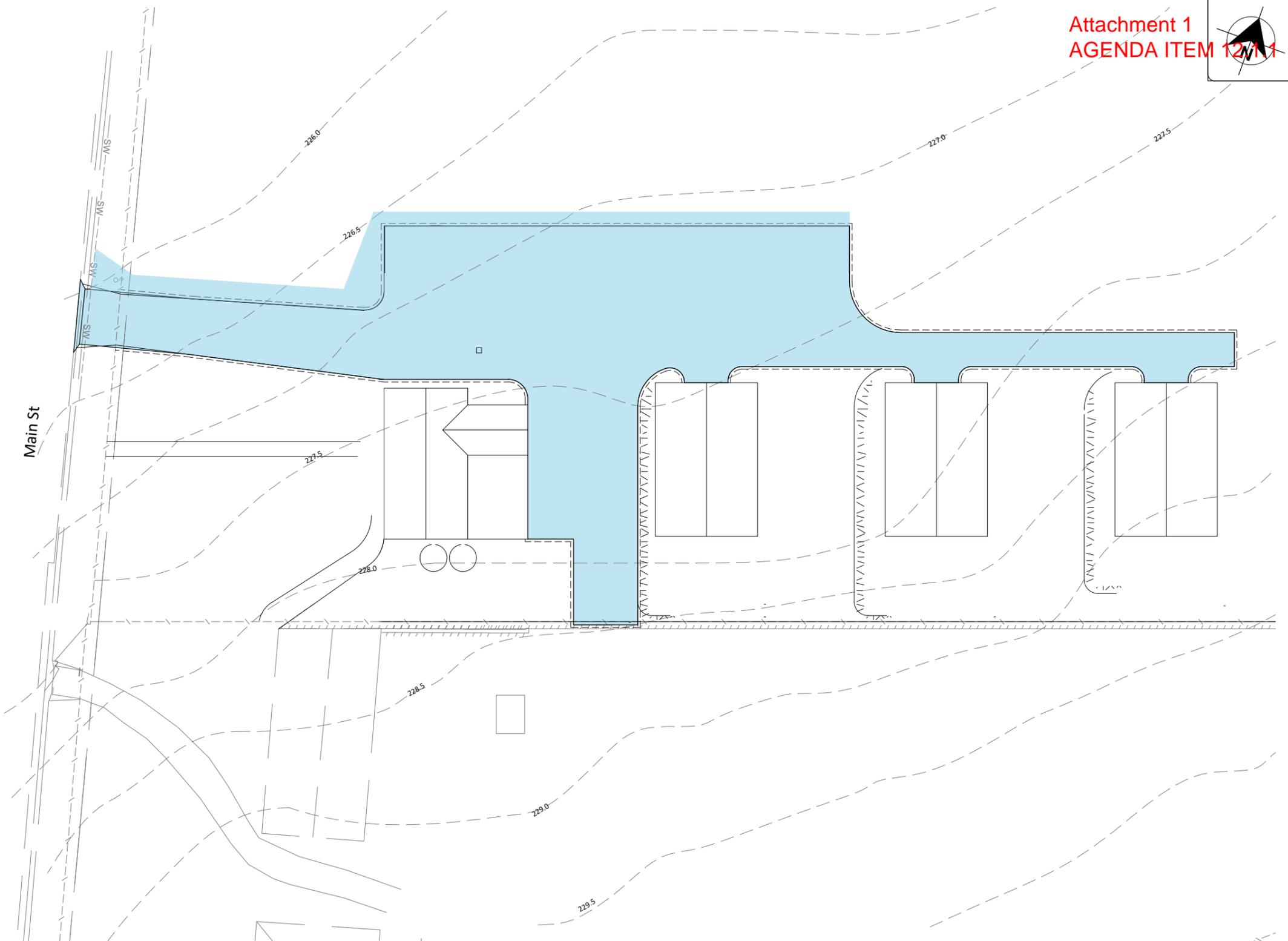
Project No. 21062

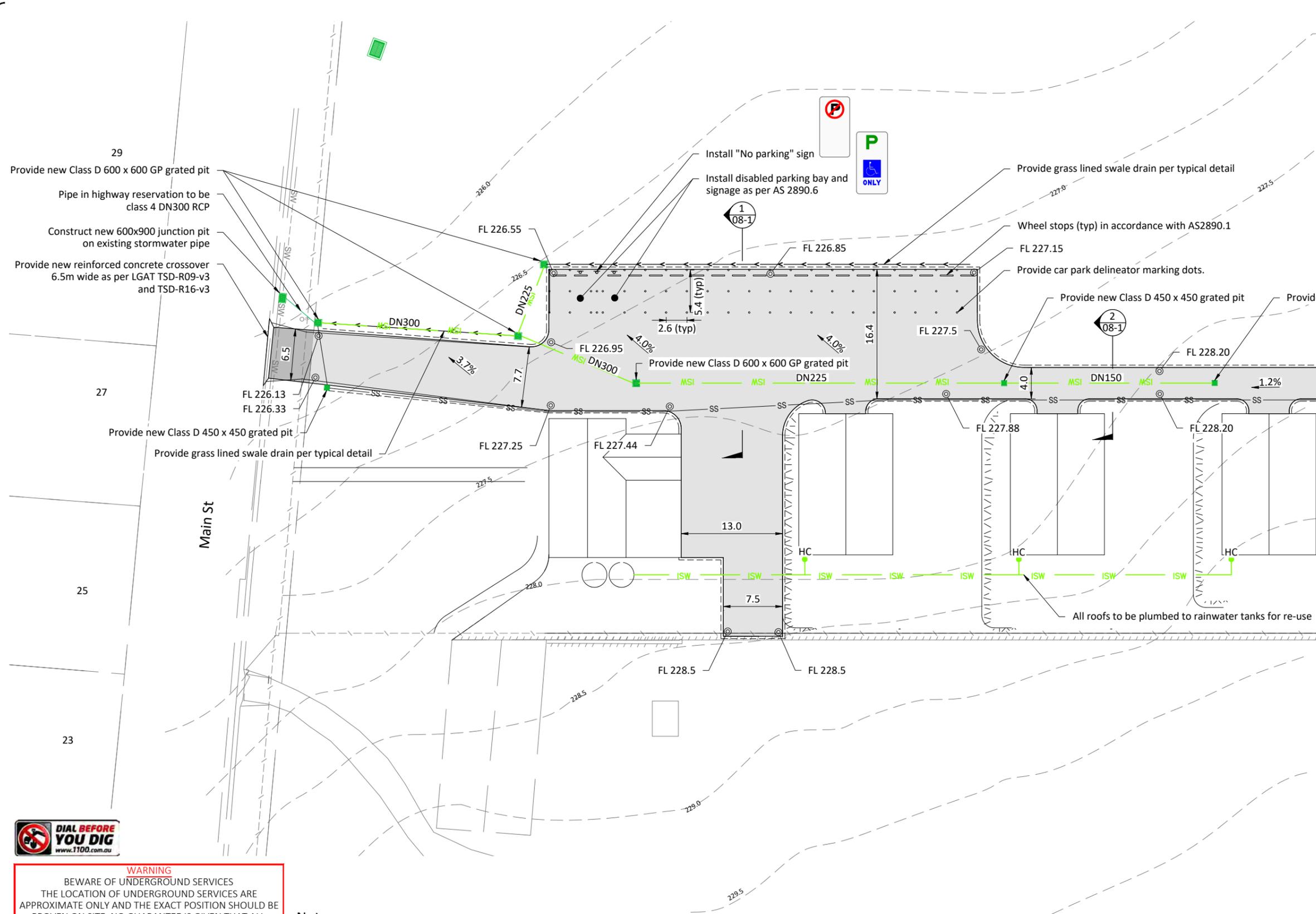
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Drawing No. D-1-04-01

Sheet Size A3
Rev A

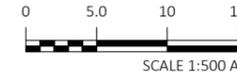
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Note:
All pipes to be Blackmax or uPVC-SN8 unless shown otherwise



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A	22/09/21	For Approval	HM	CC	AD

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Engineering / Project Management / Property Development

Client
TasTech Building Systems

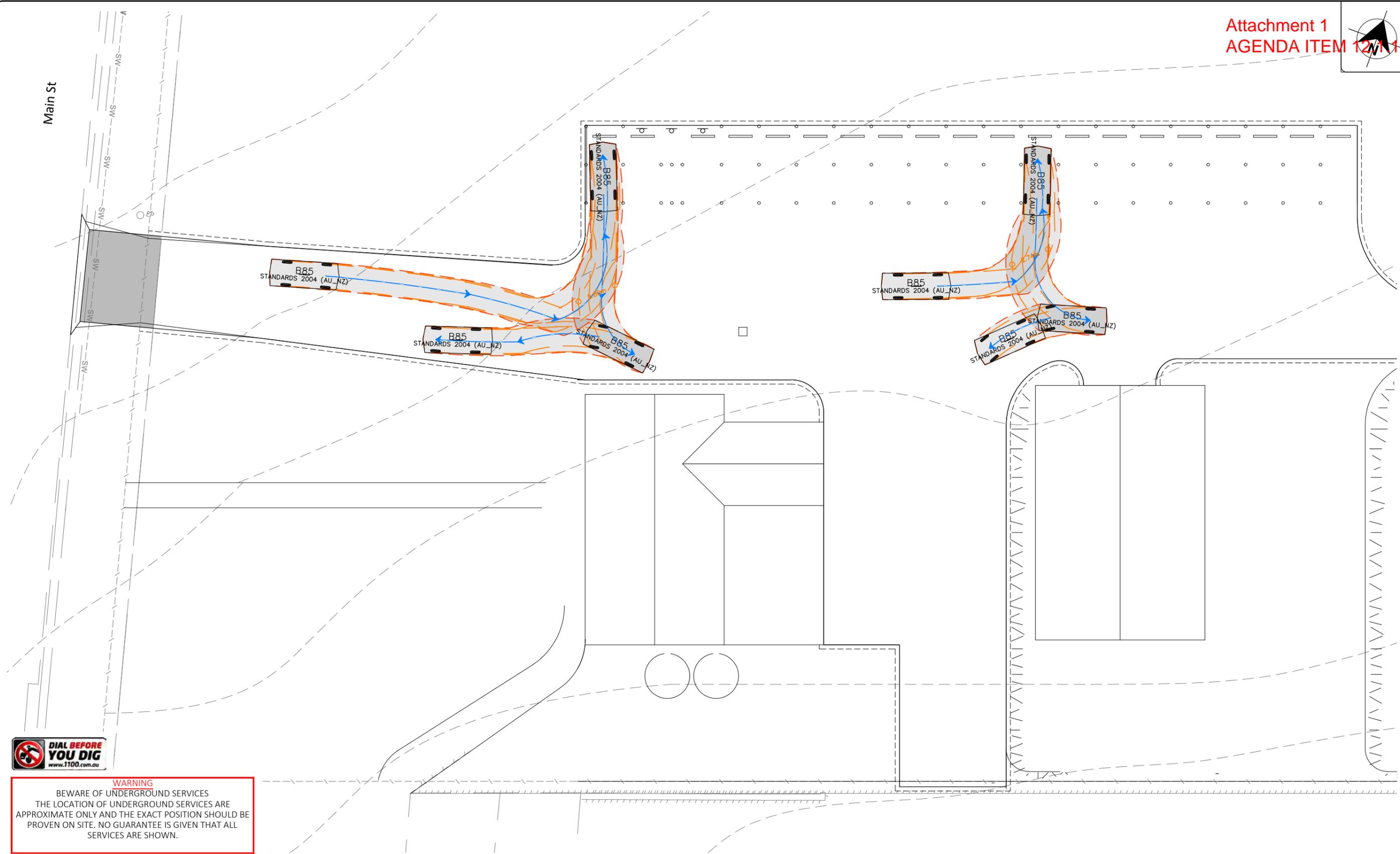
Project
Old Kempton Distillery

Drawn	Signed	Date
HM		22/09/21
Designed	Signed	Date
CC		22/09/21
Checked	Signed	Date
Approved	Signed	Date

Drawing Title
Drainage and Roadwork:
SUBJECT TO FINAL VERI



Main St



WARNING
BEWARE OF UNDERGROUND SERVICES
THE LOCATION OF UNDERGROUND SERVICES ARE APPROXIMATE ONLY AND THE EXACT POSITION SHOULD BE PROVEN ON SITE. NO GUARANTEE IS GIVEN THAT ALL SERVICES ARE SHOWN.



SUBJECT TO FINAL VERIFICATION AND APPROVAL

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A	14/09/21	For Approval	HM	CC	AD

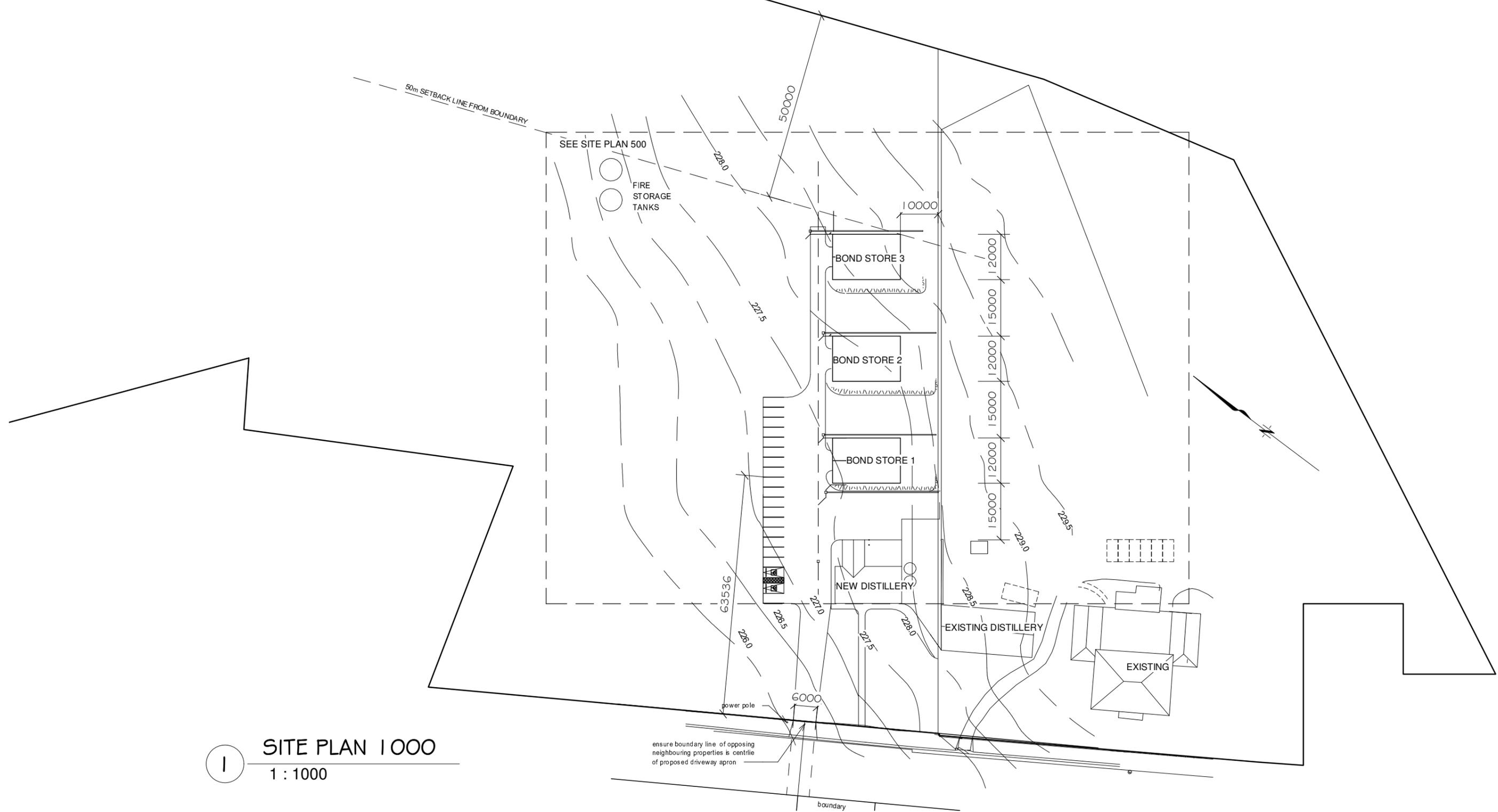
AD DESIGN + CONSULTING
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Client	TasTech Building Systems
Project	Old Kempton Distillery

Drawn	Signed	Date	14/09/21
HM			
Designed	Signed	Date	14/09/21
CC			
Checked	Signed	Date	
Approved	Signed	Date	

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Project No.		21062	
Scale	1:250	Sheet Size	A3
Drawing No.	D-1-06-02	Rev	A

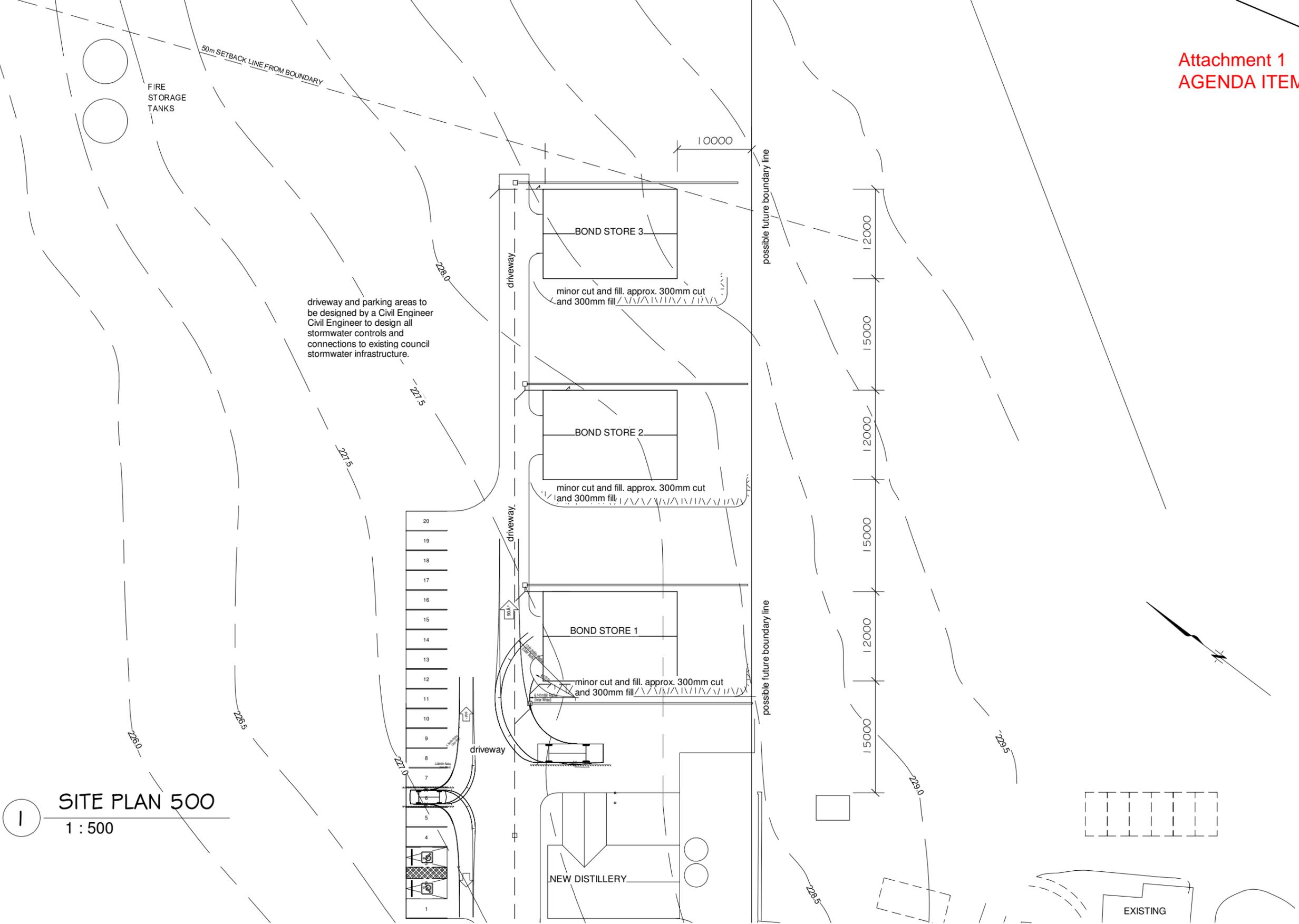
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1 SITE PLAN 1 000
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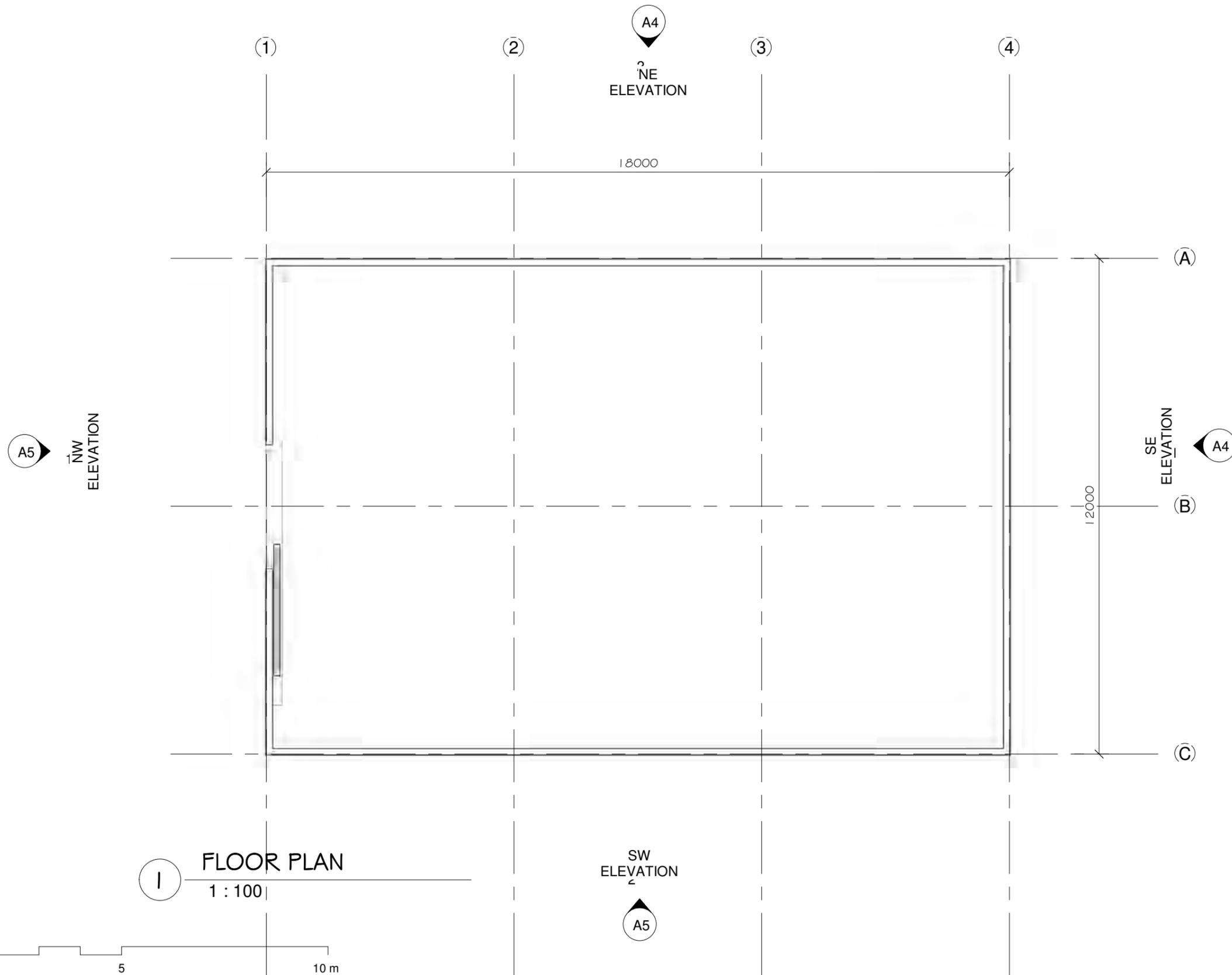
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		B	Fire Tanks	28/04/22	
TASTECH BUILDING SYSTEMS T 03 6263 5800 65 South Arm Road, Rokeby, 7019 E info@tastechbuildings.com.au W www.tastechbuildings.com.au				DRAWN: Mick 67	



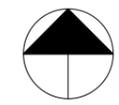
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ALL RIGHTS RESERVED TASTECH BUILDING SYSTEMS. NO REPRODUCTION UNLESS WRITTEN CONSENT GIVEN					SCALE: 1 : 500	DATE: 28/04/22	JOB / DRAWING No. -A2
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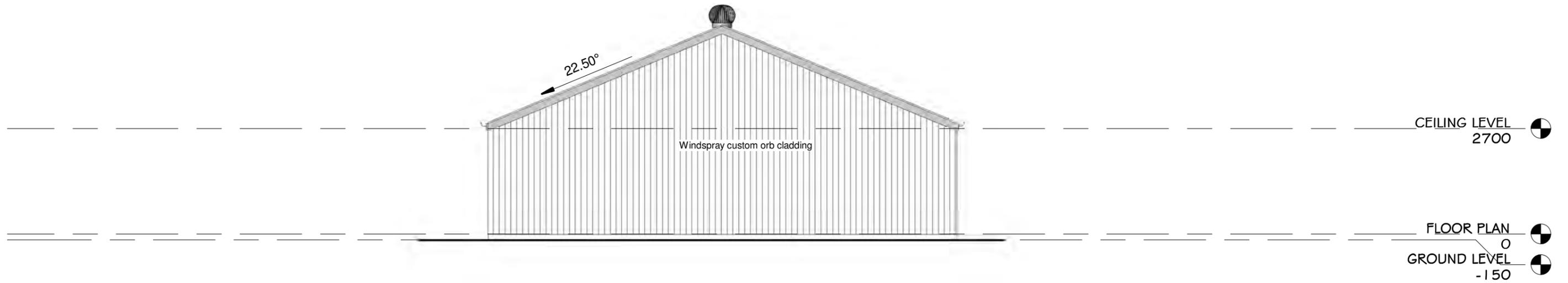
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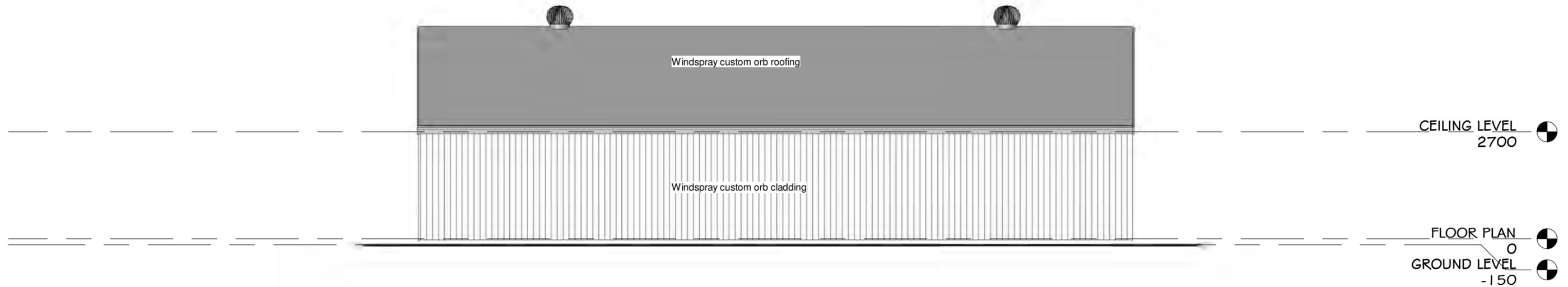
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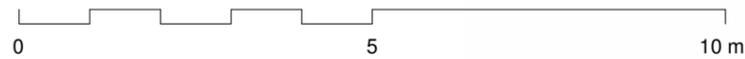
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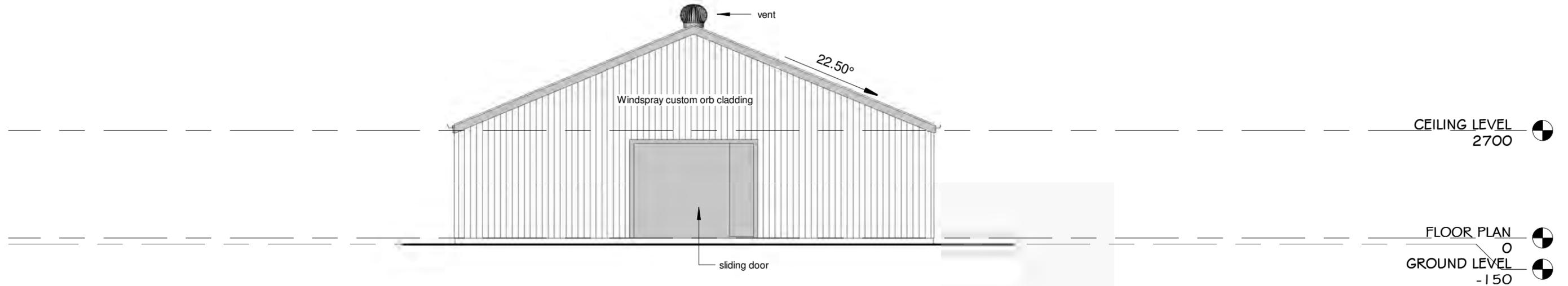
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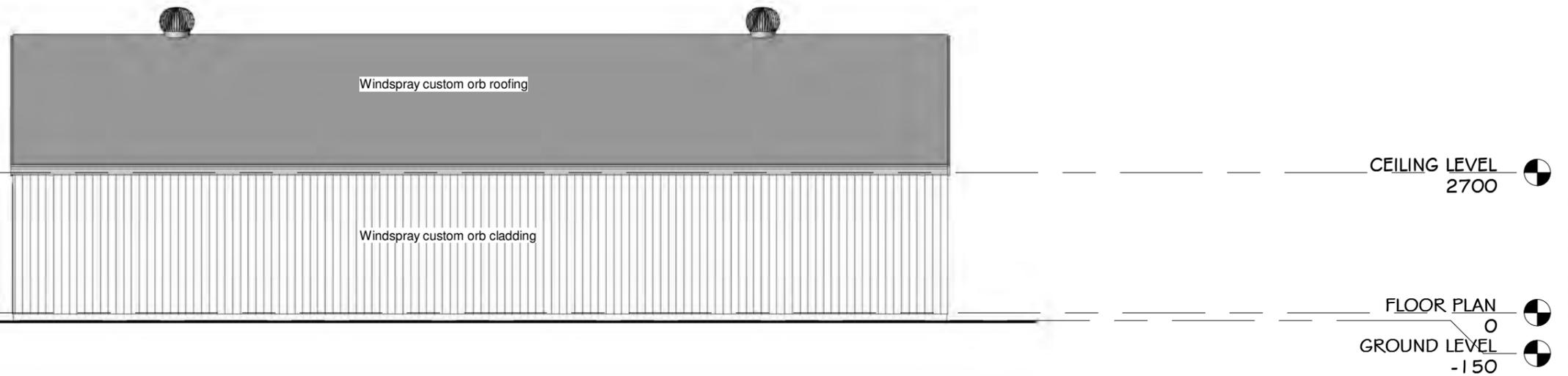
2 NE ELEVATION
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TasTech Building Systems 80 COWLE ROAD BRIDGEWATER TAS 7030 Ph. 03 6263 5800 Fax. 03 6263 5899	DESCRIPTION:		SCALE:	1 : 100	TITLE:	Elevations	Notes:
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	BAY SIZE:		DRG. No:	A4	Address:		
	EAVES HEIGHT:		DATE:	28/04/22			Drawn: ME 70



1 NW ELEVATION
1 : 100



2 SW ELEVATION
1 : 100

DATE PRINTED: 28/04/2022 10:31:51 AM

CLIENT: Proposed Bond Stores Kempton Distillery	TASTECH BUILDING SYSTEMS T 03 6263 5800 65 South Arm Road, Rokeby, 7019 E info@tastechbuildings.com.au W www.tastechbuildings.com.au	 Premium Steel Sheds	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">Rev.</th> <th style="width: 60%;">AMENDMENT</th> <th style="width: 35%;">DATE</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Rev.	AMENDMENT	DATE																Elevations
Rev.	AMENDMENT	DATE																				
 PRINT REDUCTION BAR A3 SHEET <small>ALL RIGHTS RESERVED TASTECH BUILDING SYSTEMS. NO REPRODUCTION UNLESS WRITTEN CONSENT GIVEN</small>	SCALE: 1 : 100 DRAWN: Author	DATE: 28/04/22	JOB / DRAWING No. <div style="font-size: 2em; font-weight: bold; text-align: center;">-A5</div>	REVISION <div style="text-align: center;"> <div style="border: 1px solid black; border-radius: 50%; width: 20px; height: 20px; display: inline-block; margin: 0 auto;"></div> </div>																		

OLD KEMPTON DISTILLERY NEW BOND STORES 26 MAIN S STREET KEMPTON HYDRAULIC SERVICES

ARCHITECT

CONSULTING ENGINEERS



DRAWING SCHEDULE - HYDRAULIC SERVICES

5614.004-H01	DRAWING SCHEDULE & GENERAL NOTES
5614.004-H02	LEGEND OF SYMBOLS
5614.004-H03	SITE SERVICES INFRASTRUCTURE PLAN
5614.004-H04	WATER METER AND FIRE BRIGADE BOOSTER CONNECTION DETAIL PLAN
5614.004-H05	STANDARD DETAILS
5614.004-H06	BOOSTER DETAIL
5614.004-H07	WATER METER ASSEMBLY DETAIL
5614.004-H08	FIRE TANK LAYOUT PART PLAN

GENERAL NOTES

- ALL WORKS SHALL BE CARRIED OUT IN ACCORDANCE WITH:
 - BUILDING ACT.
 - RELEVANT ACTS.
 - INDUSTRIAL CODES.
 - CURRENT ISSUE OF RELEVANT AUSTRALIAN STANDARDS.
 - REQUIREMENTS OF RELEVANT STATUTORY AUTHORITIES.
 - OCCUPATIONAL HEALTH & SAFETY REQUIREMENTS.
 - OTHER LOCAL REGULATIONS RELEVANT TO SUCH INSTALLATIONS.
 - PROJECT SPECIFICATIONS.
- AUSTRALIAN STANDARDS AND CODES AND COMPANION STANDARDS AND CODES CURRENT AT THE TENDER DATE, SHALL APPLY TO THE CONTRACT WORKS, AND IN PARTICULAR AS 3500 AND B.C.A.. BRITISH AND IEC STANDARDS AND CODES SHALL APPLY WHERE THERE ARE NO AUSTRALIAN STANDARDS AND CODES.
- THE CONTRACTOR SHALL VISIT THE SITE AND BECOME CONVERSANT WITH THE EXISTING SITE, INCLUDING THE LOCATION OF THE EXISTING INFRASTRUCTURE AND SCOPE OF WORK REQUIRED UNDER THIS FITOUT. MAKE ALL THE REQUIRED ALLOWANCES TO COMPLETE THE WORKS.
- ALL NEW MATERIALS, EQUIPMENT AND COMPONENTS OF FIRST QUALITY AND CURRENT APPROVED MANUFACTURE SHALL BE USED THROUGHOUT. UNIFORMITY OF MANUFACTURERS OF THE VARIOUS FITTINGS, EQUIPMENT AND COMPONENTS SHALL BE MAINTAINED.
- THE CONTRACTOR SHALL OBTAIN NECESSARY FORMS AND GIVE NOTICE, IN THE APPROPRIATE FORMAT WITH SUPPORTING INFORMATION REQUIRED, TO AUTHORITIES HAVING JURISDICTION TO OBTAIN REQUIRED APPROVALS AND PERMITS AND PAY ASSOCIATED FEES.
- PROVIDE AS-INSTALLED MANUALS AND DRAWINGS FOR THE COMPLETE WORKS TO THE SATISFACTION OF THE SUPERINTENDENT. PREPARE DRAWINGS IN ACAD FORMAT (AUTOCAD 2010) ON USB AND ISSUE TOGETHER WITH 3 SETS OF PRINTS PRIOR TO PRACTICAL COMPLETION BEING GRANTED.
- CHECK ALL DIMENSIONS ON ARCHITECTURAL DRAWINGS AND ON SITE BEFORE COMMENCING CONSTRUCTION.
- CHECK ALL CEILING LEVELS ON ARCHITECTURAL DRAWINGS BEFORE COMMENCING CONSTRUCTION.
- ALL PENETRATIONS, HOLES, AND DAMAGE IN EXISTING SURFACES WHICH ARE TO REMAIN SHALL BE MADE GOOD. REFER TO ARCHITECTURAL DRAWINGS AND SPECIFICATION FOR DETAILS OF FINISHES AND QUALITY OF WORK.
- ALL EQUIPMENT INSTALLED EXTERNAL TO BUILDING SHALL BE WEATHERPROOF AND SUITABLE FOR EXTERNAL USE.
- ALL REFERENCE TO "BUILDER" SHALL MEAN THE CONTRACTOR WITH WHOM A CONTRACT IS ENTERED INTO FOR THE WHOLE OF THE CONTRACT WORKS.
- PROVIDE ALL SEALS NECESSARY ASSOCIATED WITH THE NEW SERVICES INSTALLATION PENETRATIONS TO MAINTAIN FIRE, SMOKE, THERMAL, ACOUSTIC, VERMIN AND MOISTURE SEPARATION.
- ALL PIPEWORK TO BE INSTALLED IN CEILING SPACE UNLESS NOTED OTHERWISE.
- PROVIDE ALL PENETRATIONS NECESSARY ASSOCIATED WITH THE HYDRAULIC SERVICES INSTALLATION.
- CO-ORDINATE WITH THE BUILDER AND ALL SERVICES CONTRACTORS RELATED TO THE AREA OF WORKS.
- PROVIDE DEFECT LIABILITY AND WARRANTY IN ACCORDANCE WITH THE MAIN CONTRACT.
- ALL PLANT AND EQUIPMENT SHALL BE INSTALLED WITH APPROPRIATE CLEARANCE FOR MAINTENANCE AND AS PER MANUFACTURER'S RECOMMENDATIONS.
- ALLOW FOR ALL JUMP-UPS, RISERS, ALTERING PIPES, INSPECTION OPENINGS AND FITTINGS AS REQUIRED BY AS3500.
- FIX PIPING HARD AGAINST UNDERSIDE OF FLOOR USING MINIMUM GRADIENTS TO MAXIMISE CLEARANCE HEIGHT UNDER.
- REFER TO ARCHITECTURAL EQUIPMENT SCHEDULES FOR DETAILS OF ALL FIXTURES, EQUIPMENT TYPES AND SETOUTS. TAPSETS INDICATE ON PLAN ARE DIAGRAMMATIC ONLY, REFER TO EQUIPMENT FIXTURE SCHEDULE FOR TAPSET TYPES (H&C TAPSET, MIXER TAPSET, E.T.C.)
- ALLOW TO SUPPLY AND INSTALL ALL STAINLESS STEEL COVER PLATES TO ALL ISOLATION VALVES, TEMPERING VALVES AND THERMOSTATIC MIXING VALVES WHICH ARE LOCATED IN VALVE BOXES RECESSED IN WALL CAVITIES WHICH ARE OTHERWISE NOT ACCESSIBLE.
- TEMPERING VALVES ARE TO BE INSTALLED TO ALL HOT WATER OUTLETS IN ACCORDANCE WITH AS3500 UNLESS OUTLET IS NOTED AS BEING SERVICED WITH T.M.V.
- BACKFLOW PREVENTION DEVICES ARE TO BE INSTALLED ON DOMESTIC HOT & COLD WATER IN ACCORDANCE WITH AS3500.
- ① - DENOTES FLOOR PLAN REFERENCE NOTE 1.

DO NOT SCALE THIS DRAWING. Use only dimensions shown. All dimensions should be checked on site. Drawing to be read in conjunction with the associated notes and specifications. Drawing to be read in conjunction with all other services, architectural and structural drawings. All specifications are copyright and must not be reproduced or used in any part without the written permission of COVA THINKING Pty Ltd. All rights reserved.
Attachment
AGENDA ITEM 12.1.1

		DRAWING CHECK		CO-ORDINATION CHECK		CLIENT		PROJECT		TITLE		SCALE		DIMENSIONS IN		REV.	
		SIGNATURE		SIGNATURE		TASTECH BUILDING SYSTEMS		OLD KEMTON DISTILLERY		HYDRAULIC SERVICES		0		MILLIMETRES		A3	
		DATE		DATE		T 03 6263 5800		26 MAIN STREET		DRAWING SCHEDULE &		STATUS					
		DRAWN P.R. 08.10.21		STRUCT.		65 South Arm Road, Rokeby, 7019		KEMPTON		GENERAL NOTES		PRELIMINARY ISSUE					
		DESIGNED P.R. 08.10.21		MECH.		E info@tastechbuildings.com.au		TAS 7030				NOT TO BE USED FOR CONSTRUCTION					
		DRAFTING P.B. 11.10.21		ELECT.		W www.tastechbuildings.com.au						SCALE @ A3 N.T.S.		DRAWING No.			
B PRELIMINARY ISSUE		P.R. P.R. P.B. 09.11.21		HYDRAULIC								5614.004-H01					
A PRELIMINARY ISSUE		P.R. P.R. P.B. 05.11.21		FIRE/ENV.								REV.					
REV. DESCRIPTION		DRN RE PL DATE										B					

LEGEND OF SYMBOLS

Attachment
AGENDA ITEM 12.1.1

THIS IS A GENERIC LEGEND OF SYMBOLS. NOT ALL SYMBOLS ARE NECESSARILY APPLICABLE TO THIS PROJECT

GENERAL		VALVES & FITTINGS		ABBREVIATIONS		ABBREVIATIONS	
SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
	PIPE DROPPER (FIXTURE)		STOP VALVE (GATE)	BA	HAND BASIN	CW	COLD WATER
	PIPE DROPPER (BEND)		REDUCED PRESSURE ZONE DEVICE	BTH	BATH	DP	DOWNPIPE
	PIPE DROPPER (TEE)		AUTHORITY WATER METER	BWU	BOILING WATER UNIT	FS	FIRE SERVICE
	PIPE RISER (TEE)		DETECTOR CHECK VALVE	CS	CLEANERS SINK	GM	GAS METER
	VERTICAL PIPE RISER		CHECK VALVE	CWP	COLD WATER PUMP	HW	HOT WATER
	PIPE BREAK		SLUICE VALVE	CBWU	CHILLED BOILING WATER UNIT	HWF	HOT WATER FLOW
	WATER FLOW DIRECTION		TANK SUCTION CONNECTION POINT	CHV	CHAMBER VENT	HWR	HOT WATER RETURN
	PIPE DESIGNATION		FIRE BOOSTER CONNECTION	DF	DRINKING FOUNTAIN	NG	NATURAL GAS
	PIPE SIZE (xx - DENOTES SIZE IN MILLIMETERS)		FIRE HOSE REEL	DW	DISHWASHER	NPCW	NON-POTABLE COLD WATER
			DUAL HEAD HYDRANT	FW	FLOOR WASTE	RV	RELIEF VENT
				HT	HOSE BIB TAP	SST	SOIL STACK
				HTSP	HOSE BIB TAP STANDING PIPE WITH POST	W	WASTE
				HWP	HOT WATER PUMP (INLINE CIRCULATING)	WM	WATER METER
				HWS	HOT WATER STORAGE CYLINDER	WW	TEMPERED WATER
				HWU	HOT WATER UNIT (HEAT PUMP)	V	VENT
				RWP	RAIN WATER PUMP	HDPE	HIGH DENSITY POLYETHYLENE PIPE
				RWT	RAIN WATER TANK	PVC	POLYVINYL CHLORIDE PIPE
				SHR	SHOWER	UPVC	UNPLASTICISED POLYVINYL CHLORIDE PIPE
				SK	SINK	C/S	CONCEALED (CEILING/ROOF) SPACE
				TR	TROUGH	FFL	FINISHED FLOOR LEVEL
				TD	TUNDISH	F/A	FROM ABOVE
				UR	URINAL	F/B	FROM BELOW
				WC	WATER CLOSET	H/L	HIGH LEVEL
				WM	WASHING MACHINE	IL	INVERT LEVEL
				AAV	AIR ADMITTANCE VALVE	L/L	LOW LEVEL
				FHR	FIRE HOSEREEL	RL	REDUCED LEVEL
				HYD	FIRE HYDRANT	T/A	TO ABOVE
				PLV	PRESSURE LIMITING VALVE	T/B	TO BELOW
				RPZD	REDUCED PRESSURE ZONE DEVICE	U/F	UNDER FLOOR
				PRV	TEMPERATURE PRESSURE RELIEF VALVE	U/G	UNDER GROUND
				TV	TEMPERING VALVE		
				TMV	THERMOSTATIC MIXING VALVE		
				AAV	AIR ADMITTANCE VALVE		
				FHR	FIRE HOSEREEL		
				HYD	FIRE HYDRANT		
				PLV	PRESSURE LIMITING VALVE		
				RPZD	REDUCED PRESSURE ZONE DEVICE		
				PRV	TEMPERATURE PRESSURE RELIEF VALVE		
				TV	TEMPERING VALVE		
				TMV	THERMOSTATIC MIXING VALVE		

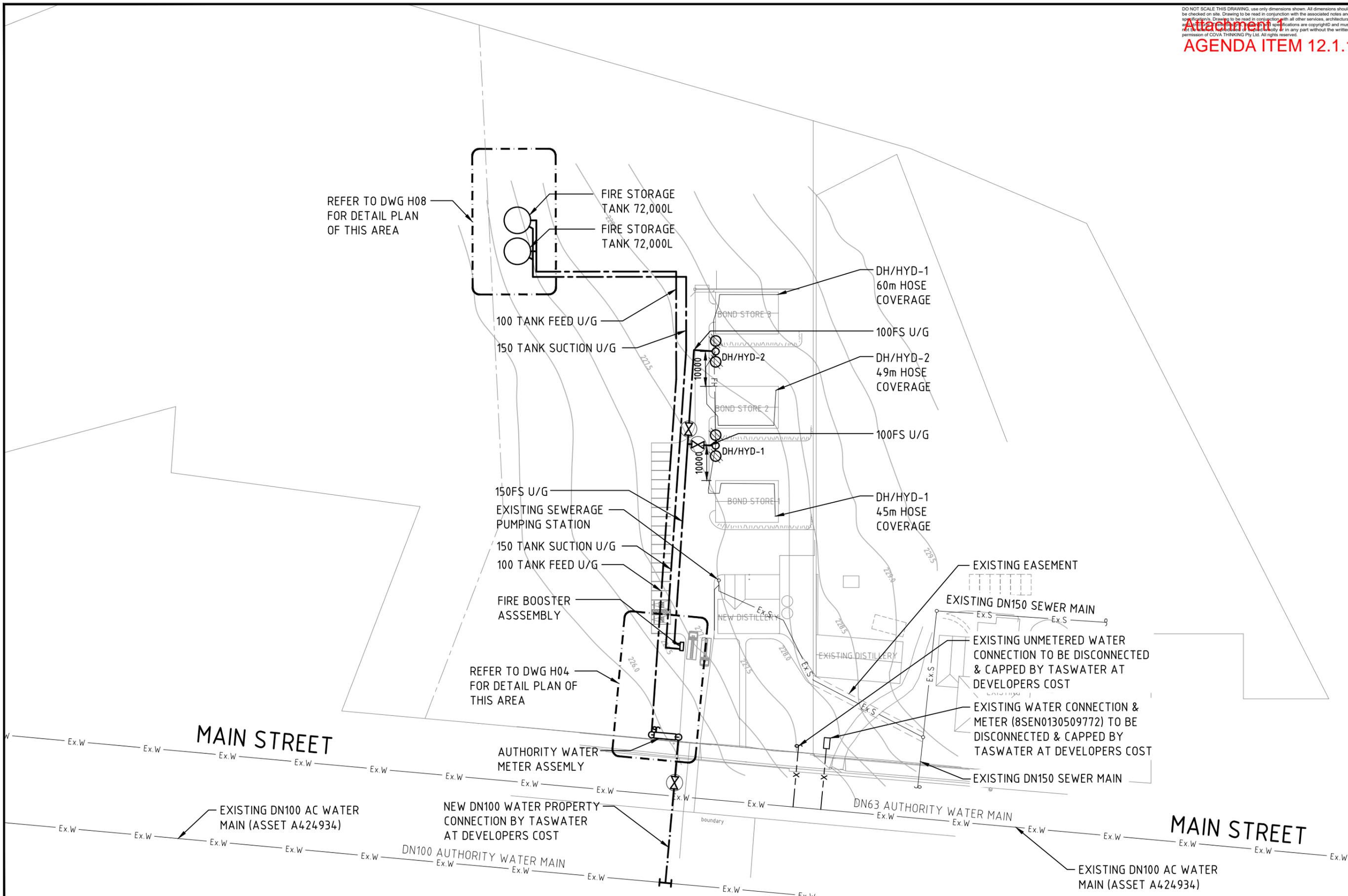
MATERIALS

- PIPEWORK MATERIALS AS FOLLOWS:
- ALL PIPE DIAMETERS ARE THE INTERNAL NOMINAL DIAMETER
 - IN GROUND HYDRANT SERVICE PIPE WORK TO BE OF HDPE PLASTIC
 - HDPE PLASTIC TO BE SELECTED SHALL BE PRESSURE RATED TO EQUAL OR EXCEED THE REQUIREMENTS OF AS2419-2005. CONTRACTOR TO PROVIDE DOCUMENTATION FROM PIPE/ FITTING MANUFACTURER CERTIFYING 1700kPA PRESSURE RATING.
 - ALL ABOVE GROUND FIRE SERVICE PIPE WORK TO BE OF GAL STEEL.
 - ALL PIPE WORK TO BE APPROPRIATELY ETCH PRIMED AND PAINTED TO SUIT ARCHITECTURAL REQUIREMENTS. COORDINATE FINAL COLOR WITH ARCHITECT.
 - ALL INGROUND FIRE SERVICE PIPE WORK IS TO BE INSTALLED IN ACCORDANCE TO AS3500.1

PIPE WORK

SYMBOL	DESCRIPTION
	EXISTING LOCAL AUTHORITY WATER
	EXISTING LOCAL AUTHORITY SEWER
	COLD WATER
	FIRE HYDRANT SERVICE
	DRAIN (TO BE CONNECTED TO CIVIL)

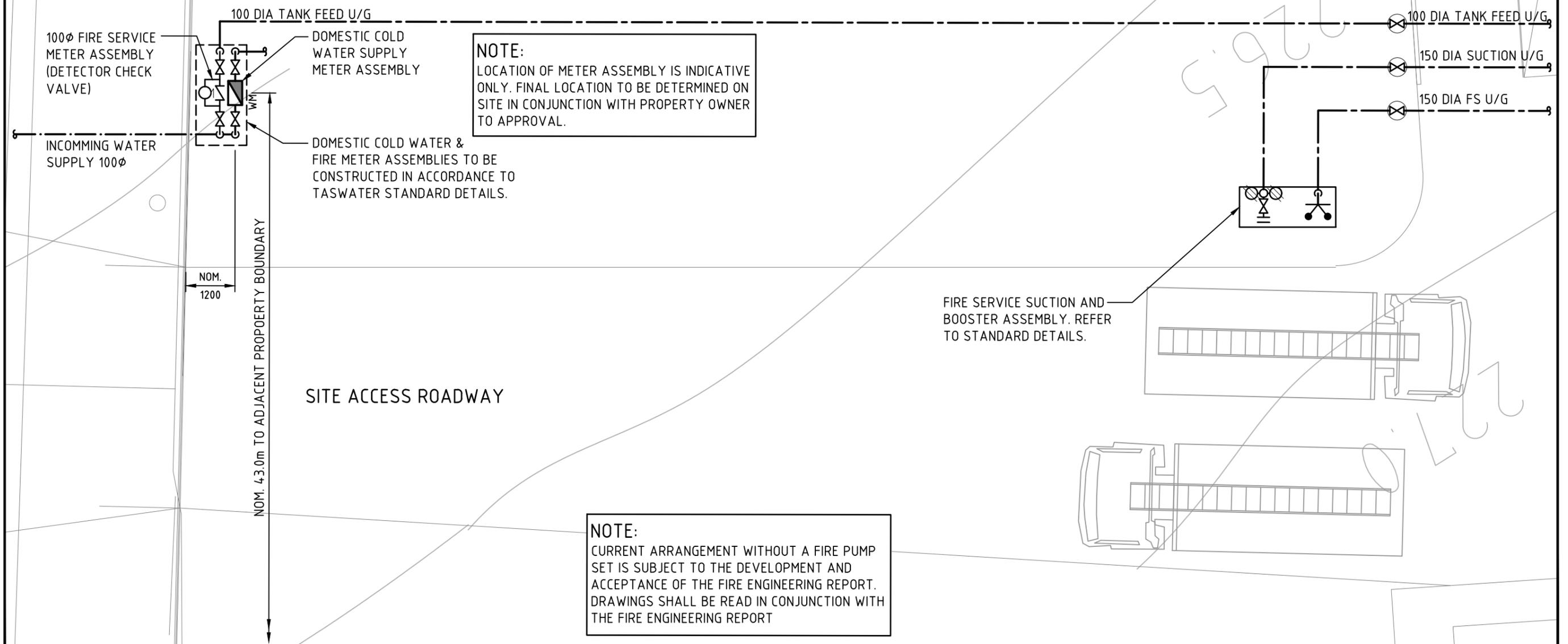
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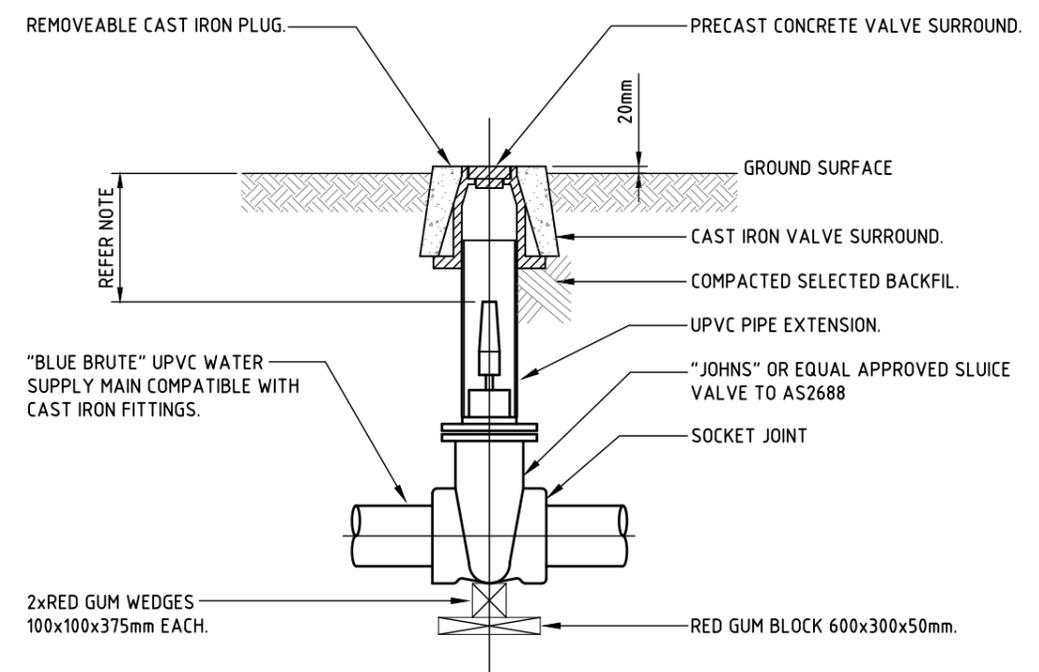
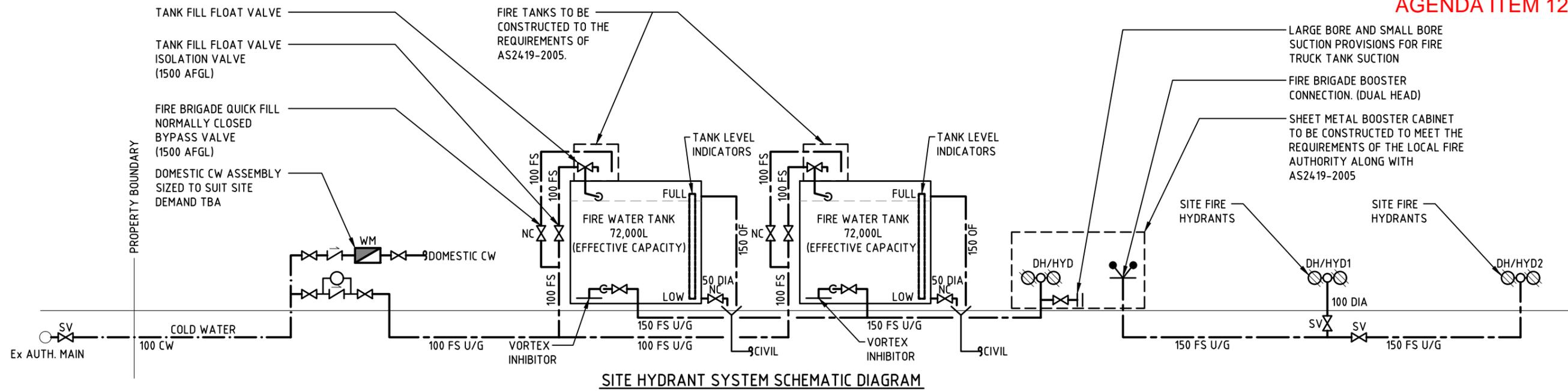
NOTE:
LOCATION OF METER ASSEMBLY IS INDICATIVE ONLY. FINAL LOCATION TO BE DETERMINED ON SITE IN CONJUNCTION WITH PROPERTY OWNER TO APPROVAL.

DOMESTIC COLD WATER & FIRE METER ASSEMBLY TO BE CONSTRUCTED IN ACCORDANCE TO TASWATER STANDARD DETAILS.

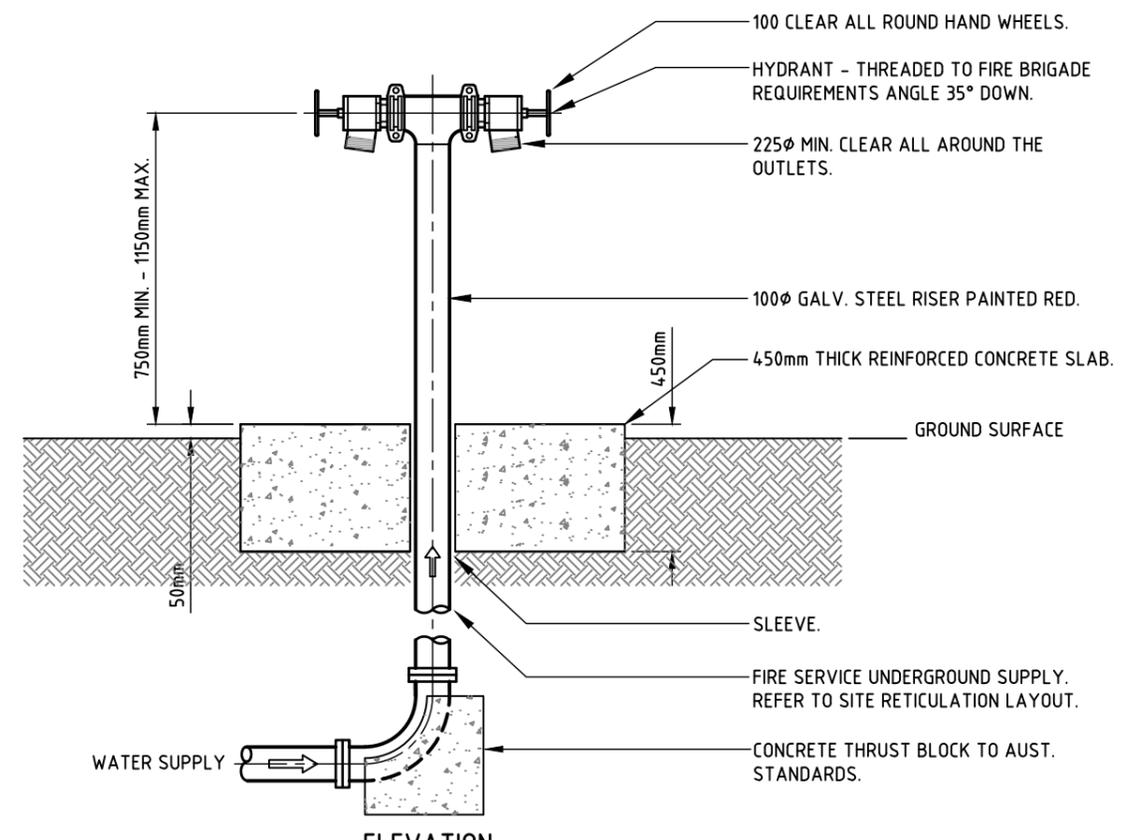
FIRE SERVICE SUCTION AND BOOSTER ASSEMBLY. REFER TO STANDARD DETAILS.

NOTE:
CURRENT ARRANGEMENT WITHOUT A FIRE PUMP SET IS SUBJECT TO THE DEVELOPMENT AND ACCEPTANCE OF THE FIRE ENGINEERING REPORT. DRAWINGS SHALL BE READ IN CONJUNCTION WITH THE FIRE ENGINEERING REPORT

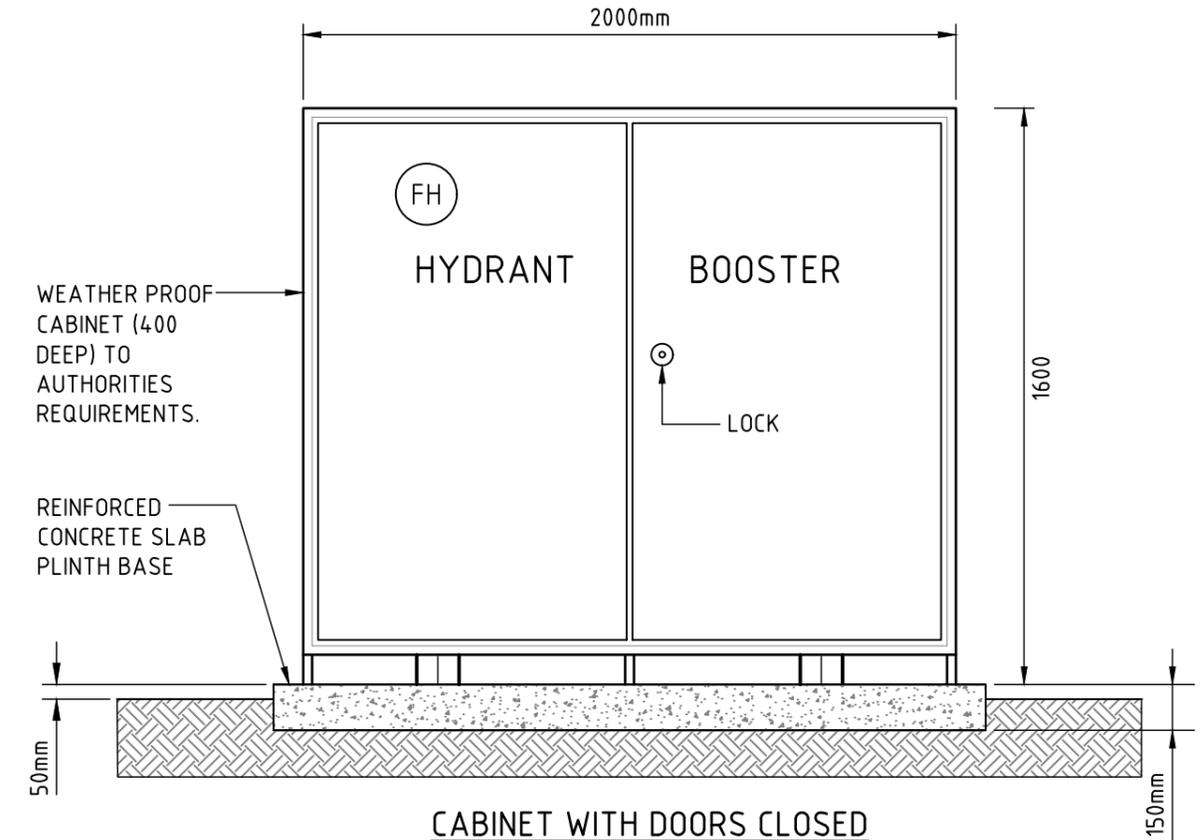
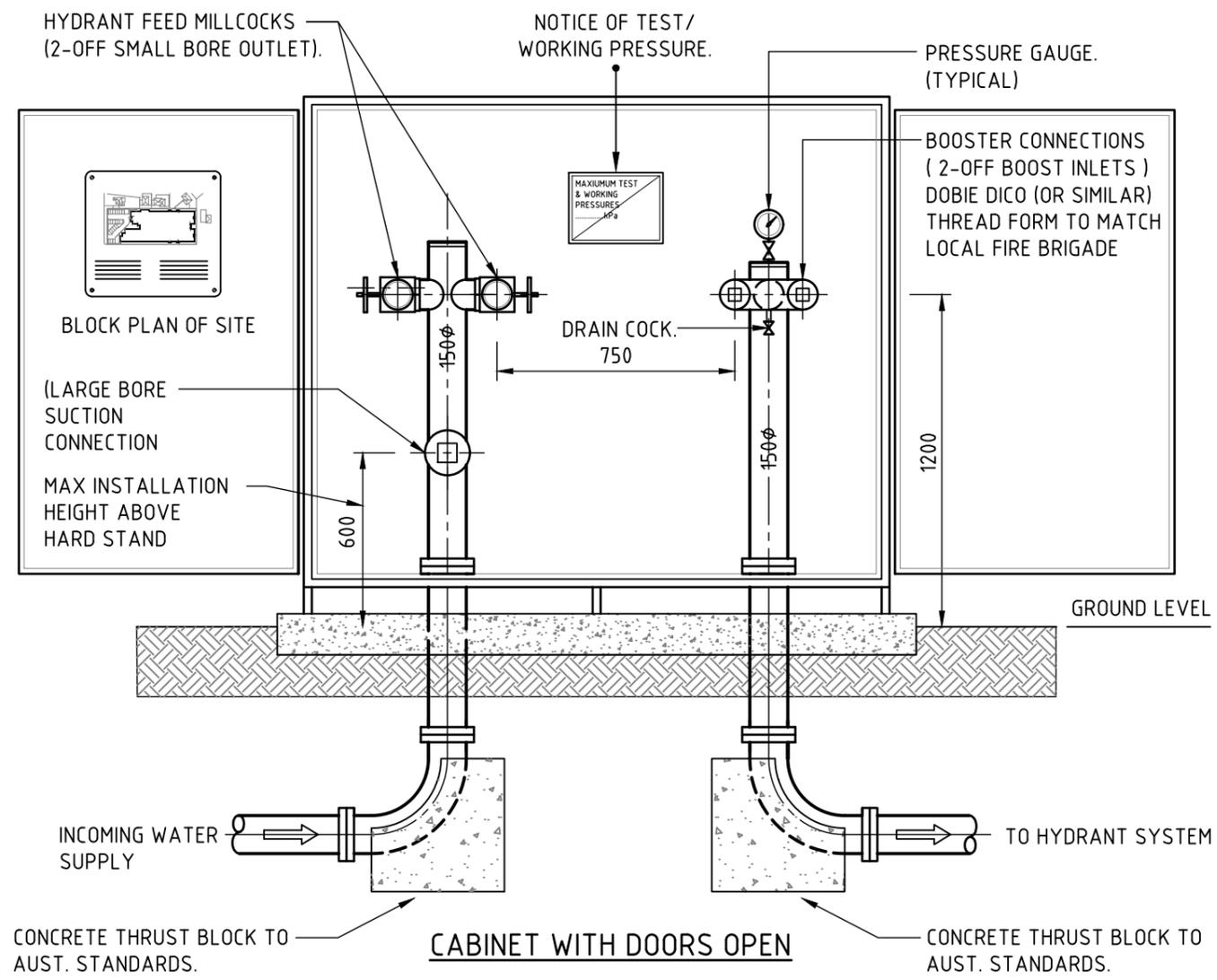
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NOTE:
 IF DISTANCE EXCEEDS 400mm PROVIDE NECESSARY VALVE SPINDLE EXTENSION



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NOTE:
TOTAL INSTALLATION TO BE TO THE REQUIREMENTS OF AS:2419 AND TO THE APPROVAL OF THE LOCAL FIRE BRIGADE

DETAIL 3
NOT TO SCALE

EXTERNAL FIRE BOOSTER CABINET ARRANGEMENT

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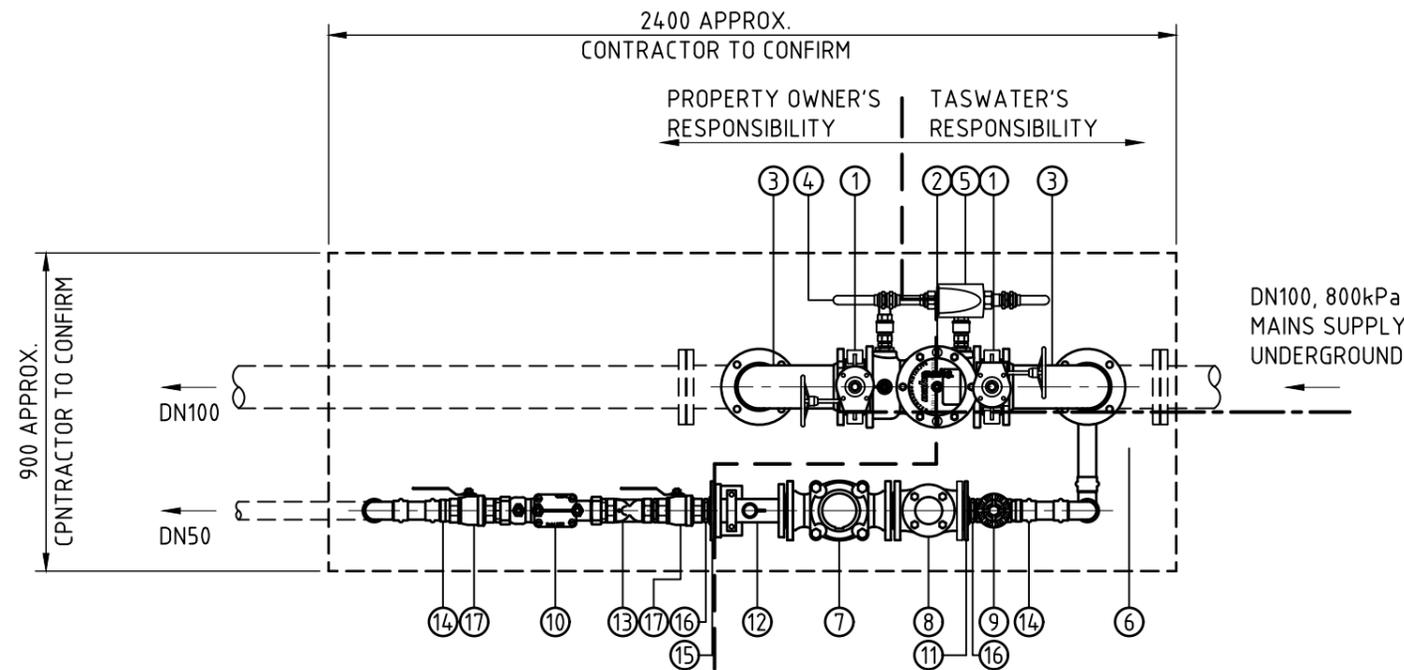
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A3

BOUNDARY CONNECTION PARTS LIST	
ITEM	DESCRIPTION
1	DN100 LUG TYPE BUTTERFLY VALVE WITH WORM GEAR ACTUATOR (SUPPLIED BY TASWATER AT APPLICANTS COST)
2	LOW HAZARD 'VALVCEQ' DN100 SDCT03 SINGLE CHECK VALVE (OWNED, OPERATED AND MAINTAINED BY PROPERTY OWNER). REFER NOTE 8.
3	DN100 METALLIC WATER PIPE (COPPER NOT TO BE USED)
4	DN25 LOW FLOW METERED BYPASS (SUPPLIED BY TASWATER AT APPLICANTS COST)
5	DN25 'SENSUS' METER FOR LOW FLOW BYPASS (SUPPLIED BY TASWATER AT APPLICANTS COST)
6	DN50 TAP INTO DN150 RISER
7	DN50 'SENSUS' MEISTREAM PLUS WATER METER (SUPPLIED BY TASWATER AT APPLICANTS COST)
8	DN50 'SENSUS' WP-F DIRT BOX (SUPPLIED BY TASWATER AT APPLICANTS COST)
9	DN50 GATE VALVE (SUPPLIED BY TASWATER AT APPLICANTS COST)
10	DN50 HIGH HAZARD 'VALVCEQ' RPZD RP03 (OWNED, OPERATED AND MAINTAINED BY PROPERTY OWNER)
11	DN50 'TYPE A' COPPER WATER PIPE
12	DN50 x 200mm HYDRANT RISER WITH 25mm TAPPING FOR PRESSURE TESTING, 20mm VALVE & PLUG (SUPPLIED BY TASWATER AT APPLICANTS COST)
13	DN50 STRAINER (OWNED, OPERATED AND MAINTAINED BY PROPERTY OWNER)
15	DN50 BSP TO TABLE E FLANGE ADAPTOR
16	DN50 NIPPLE
17	DN50 BALL VALVE

GENERAL NOTES

- ALL DIMENSIONS IN MILLIMETRES (mm), UNLESS NOTED OTHERWISE.
- A 3mm CLEARANCE HAS BEEN ADDED WHERE A GASKET IS REQUIRED.
- ALL METALLIC PIPEWORK TO BE 'DENSO' WRAPPED, OR EQUIVALENT WHERE IT COMES INTO CONTACT WITH CONCRETE - TO PROTECT IT FROM CORROSION.
- INSTALL & LOCATE THE METER ASSEMBLY SO THAT THE METER CAN BE EASILY READ.
- WHERE A VENTED BACK FLOW PREVENTION DEVICE IS REQUIRED SUCH AS A REDUCED PRESSURE ZONE DEVICE (RPZD) IT SHALL:
 - COMPLY WITH AS3500 AND AS2845; AND SHALL
 - HAVE FREE VENTILATION TO THE ATMOSPHERE FOR THE RELIEF VALVE AT ALL TIMES;
 - NOT BE IN AN AREA THAT MAY BE SUBJECT TO PONDING;
 - HAVE THE RELIEF DRAIN OUTLET NOT LESS THAN 300mm ABOVE THE SURROUNDING SURFACE.
- INSTALL THE METER ASSEMBLY IN A CAGE IN ACCORDANCE WITH TASWATER DRAWING TWS-W-0003.
- THE PROPERTY OWNER IS RESPONSIBLE FOR THE ONGOING MAINTENANCE OF THE SECURITY CAGE.
- LOW HAZARD ASSEMBLY ALLOWED DUE TO USE OF REGISTERED BREAK TANKS.



DN50 SEPARATE DOMESTIC & DN100 FIRE SERVICE - PLAN VIEW
SCALE 1:20

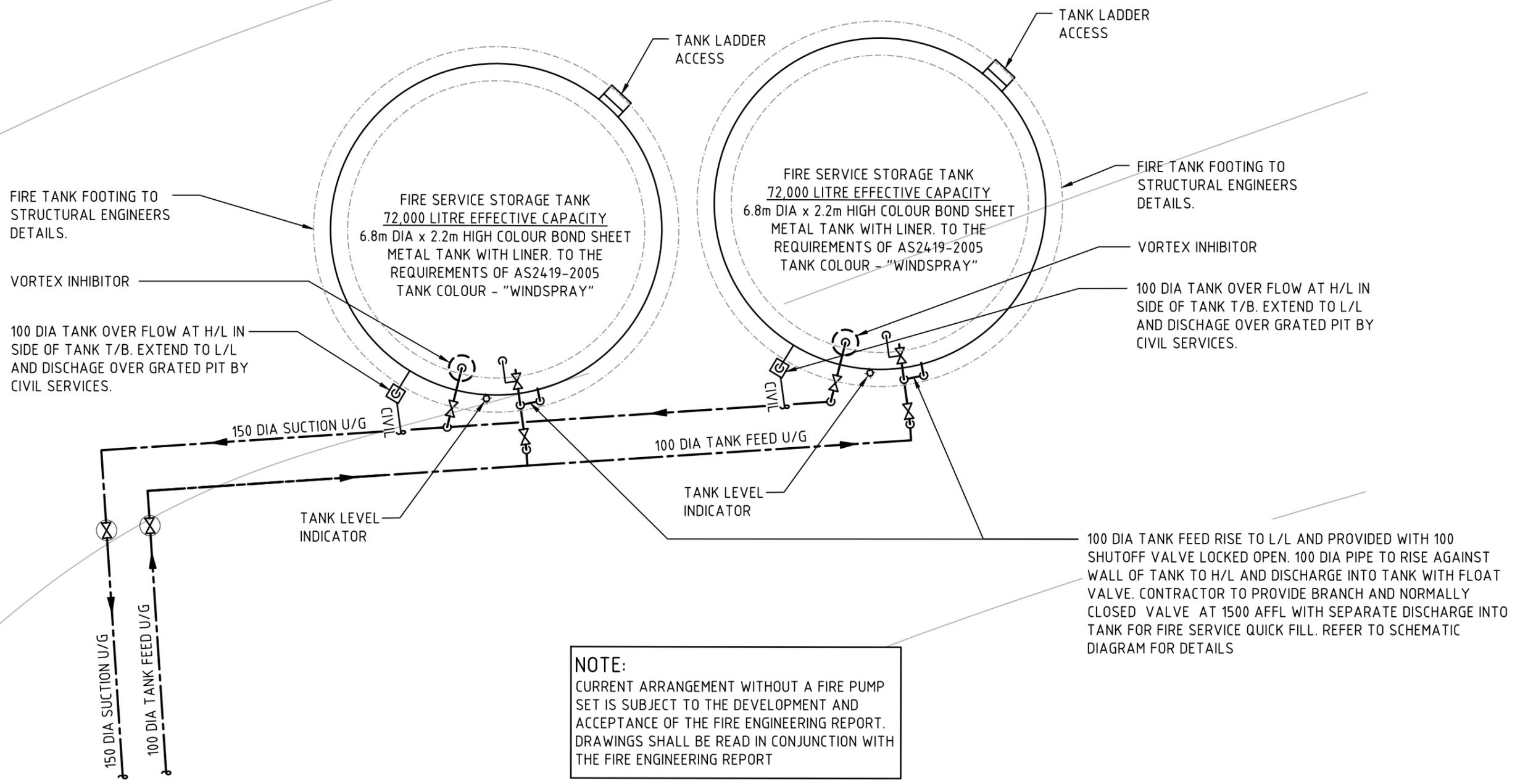
VALVE & EQUIPMENT SCHEDULE

- ONLY USE PRODUCTS WITH WATERMARK CERTIFICATION AND APPROVED FOR USE BY TASWATER AND LISTED WITHIN CITY WEST WATER'S APPROVED PRODUCTS CATALOGUE.
- INSTALLATION MUST COMPLY WITH MANUFACTURER'S WRITTEN INSTRUCTIONS.
- ALL VALVES MUST BE RESILIENT SEATED, CLOCKWISE CLOSING TO AS1628 WITH 316 STAINLESS STEEL BOLTS AND WASHERS.
- UNLESS APPROVED OTHERWISE THE WATER METER/S, TAILS AND METER BOXES ARE TO BE SUPPLIED BY TASWATER.

SCOPE OF WORKS

TASWATER WILL SUPPLY & INSTALL ALL COMPONENTS SHOWN AS TASWATER'S RESPONSIBILITY OR AS STATED IN THE PARTS LIST INCLUDING AN ABLOY LOCK & KEY SET FOR THE CAGE. THE PROPERTY OWNERS CONTRACTORS ARE RESPONSIBLE FOR THE SUPPLY & INSTALLATION OF ALL COMPONENTS SHOWN AS THE OWNERS RESPONSIBILITY INCLUDING THE CONCRETE SLAB AND VANDAL PROOF CAGE.

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PLANNING REPORT

Old Kempton Distillery

Bond Store

Old Kempton Distillery

26 Main Street Kempton

APRIL 2022

Issuing Office: 117 Harrington Street, Hobart 7000								
JMG Project No. 210693								
Document Issue Status								
Ver.	Issue Date	Description	Originator		Checked		Approved	
1	Nov 2021	Planning Report DRAFT	KH	19/11	SZ	25/11	MSC	28/01

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TABLE OF CONTENTS

Executive Summary	4
1 Introduction	5
2 Site Location & Context	5
2.1 Existing Development	5
3 Proposed Use & Development	6
3.1 Previous Permits	7
4 Policy Assessment	8
4.1 Village Zone [16.0]	9
4.2 Bushfire-Prone Areas Code [E1.0]	13
4.3 Road and Railway Assets [E5.0]	15
4.4 Car-Parking and Access [E6.0]	17
4.5 Stormwater Management [E7.0]	22
4.6 Waterway and Coastal Protection Code [E11.0]	23
4.7 Historic Heritage Code [E13.0]	23
5 Conclusion	25

Appendix A - Titles

Appendix B - Drawing Set

Appendix C - Bushfire Hazard Management Report

Appendix D - Notification Letter

Appendix E - Civil Drawings

Executive Summary

This report has been prepared in support of a Planning Application for the development of land at 26 Main Street Kempton (CT 102388/1). The site is a fully serviced urban lot within an established area of Kempton. **The site is known historically as ‘Dysart House’ and is the location of the current *Old Kempton Distillery*.**

This proposal seeks approval for the erection bond stores to accompany the existing distillery on the site and an extension to the existing internal road and car park with associated civil works.

Specifically, the proposal is for three Bond Stores with a gross floor area of 648m²; two fire service storage tanks (72,000 litters); nine Additional car parking spaces on lot 1; two new loading areas for commercial vehicles; a driveway extension to facilitate access to the new car parking spaces and loading areas; and civil works associated with servicing the stores.

The development is on land zoned **‘Village’ with the** proposed use (storage) classed as discretionary.

The proposal has been considered against the development standards of the Village Zone (Clause 16.0) and the proposal generates the following discretions under the *Southern Midlands Interim Planning Scheme 2015* (the Scheme):

- 16.3.1 Non-Residential Use P2 (noise emissions)
- 16.4.3 Design P1 (non-residential building)

There are three overlays on the site: Bushfire-Prone Areas, Heritage Precinct and Waterway and Coastal Protection Areas. The proposal has been assessed against the following Codes:

- E1.0 Bushfire-Prone Areas Code;
- E5.0 Road and Railway Assets Code;
- E6.0 Parking and Access Code;
- E7.0 Stormwater Management Code;
- E11.0 Waterway and Coastal Protection Code; and
- E13.0 Historic Heritage Code.

The application is considered to be acceptable with respect to the Planning Scheme requirements and therefore ought to be supported by the Planning Authority.

1 Introduction

Johnstone McGee & Gandy Pty Ltd (JMG) have been engaged by Martin Turmine (CEO - Old Kempton Distillery) to prepare a planning application for the erection of three (3) bond stores for an existing distillery on the site located 26 Main Street, Kempton (the “Site” - refer to figure 1). These new structures will require a partial change of use.

The application seeks approval under s.51 and s.57 of the *Land Use Planning and Approvals Act 1993*. The application is to be lodged with the Southern Midlands Council for assessment. This report details the proposed development and provides an assessment against the relevant statutory planning considerations.

2 Site Location & Context

The subject site is located at 26 Main Street Kempton and is part of a complex currently known as the ‘Old Kempton Distillery’ (Figure 1).

For full details, refer to the Titles (Table 1) in Appendix A.

Property	Title Reference	Owner
‘Dysart House’, 26 Main Street Kempton	PID 5464904 CT 102388/1	JOHN GEORGE IBRAHIM

Table 1 - Titles Subject to Development

The site is located on the eastern side of Main Street, Kempton and is between the Main Street and the Midland Highway. The title was subdivided (permit dated 28/11/21) and as shown in the site plan (Drawing 1, Appendix B) the proposed site for the bond store currently has an area of 648m² behind the newly constructed distillery.

The site is relatively flat, falling slightly toward the north with an average gradient of 1:35. The Glenfern Creek runs through the middle of the site from the eastern to the western side of the site forming a drainage channel of approximately 1.0 - 1.5m depth. The area is vegetated so as to screen the property from the Highway to the east and residential lots to the north.

2.1 Existing Development

The bond stores for the distillery form part of the historic Dysart House Complex. Dysart House (now on a separate title) is located in the southwest corner of the site and is comprised of a house and its two wings, a rear cottage forming an internal courtyard, and a convict brick coach house/stables building located directly to the north. The site also has outbuildings, walls, along with vehicular and pedestrian paths and gardens.

A new distillery was constructed in 2021 and is directly north of Dysart House on a separate title (which is the subject of this application) to the north of the house itself as shown in Figure 1.

The distillery building is designed with two sections arranged perpendicular to each other and linked by an area containing bathroom facilities and storage. The distillery as it fronts onto Main Street is 6.91m in height and clad on the front and side facades (which are visible from Main Street) in vertical rough sawn Tasmanian Oak boards left to weather. The rear section of the distillery building is 3.83m in height with the **walls clad in Colorbound ‘Windspray’** (the same material proposed for fire water storage tanks). The building is roofed in galvanised short sheets. The remainder of the development included parking and circulation areas (grass and gravel), a hardstand for truck loading/unloading, grain storage and paths/landscaping.



Figure 1: 26 Main Street, Kempton, subject site in red, (source: LISTmap 17/11/21).

3 Proposed Use & Development

The proposal seeks approval for the construction of three bond stores to the rear of the existing distillery on the site with a gross floor area of approx. 648m². In addition, the driveway will be extended east to allow for heavy vehicle access to two new proposed loading areas which are required to operate the bond stores and facilitate an extension to the existing approved car parking area.

No demolition is required. Minor cut and fill is required (Drawing A2, Appendix B).

The site is a fully serviced urban lot within an established area of Kempton.

Specifically, the proposal includes:

- Construction of three bond stores with a gross floor area of 648m²;
- Two (2) fire service storage tanks (72,000 liters);
- Nine (9) Additional car parking spaces on lot 1;
- Two (2) new loading areas for commercial vehicles;
- Driveway extension to facilitate access to the new car parking spaces and loading areas; and
- Associated civil works.

The operating hours for the site are currently 6:30 am through to 10:30 pm, 7-days a week.

The proposal will use the existing crossover. There is an approved car park area for the distillery which will be extended and one loading area for commercial vehicles to the rear of the distillery.

3.1 Previous Permits

A permit for a change of use to 'Distillery' (Resource Processing) with building works on a Heritage Place was granted 26th August 2016 [permit number DA 2016/50].

The distillery has been constructed and is operational.

There are a number of conditions on this permit which are relevant to this application:

1. The hours of operation are 6:30am until 10:30pm Monday to Sunday.
2. Forklift use is limited on the site to 9:00am to 5:00pm Monday through Saturday and 10:00am to 5:00pm Sundays and Public Holidays.
3. Commercial vehicle movements must be limited to 40 vehicle movements per day within the hours of:
 - 7:00am - 9:00pm Monday through Friday
 - 8:00am - 6:00pm Saturdays
 - 9:00am - 5:00pm on Sundays and Public Holidays
4. External lighting must be turned off between 9:00pm and 6:00am and security lighting must be baffled.
5. Goods, equipment, packaging material, waste or machinery must not be stored outside any building so as to be visible from any public road, public land or adjoining residence.
6. At least 15 car parking spaces (two of which are DDA compliant) must be provided on the land at all times (Lot 1 and 2).
7. Vehicle access to Main Street must be designed, located, and constructed in accordance with the Council standard drawings and Standards Australia (2002): Australian Standard AS 2890.2 - 200, Parking facilities - Part 2: Off-street, Commercial vehicle facilities.
8. Parking and associated access - turning must likewise be compliant with the Australian Standards.
9. Stormwater methodology has been approved.

Subdivision as demonstrated on Drawing A1 (Appendix B) was granted 28th October 2021 [permit number SA 2020/12] with the (new) distillery on lot 1.

There are a number of conditions on this permit that are relevant to this application:

1. Compliance with conditions/requirements of the Tasmania Heritage Council in an attached **'Notice of Heritage Decision' No. 6347 dated 5th October 2021.**
 - a. The approval is for subdivision of the land only and does not include the construction of the proposed new bond stores, removal of vegetation or other infrastructure works
 - b. Hedgerow planting must be established and maintained on, or alongside, the boundary separating the proposed lots and the new hedgerow must extend from the end of the brick wall behind the historic stables to the south-eastern corner of the proposed lot 1.
2. Development must be in accordance with the endorsed Bushfire Hazard Management Plan and Report.
3. A reinforced concrete vehicle access with a minimum width of 6m must be provided from the **road carriageway to Lot 1 in accordance with Council's Standard Drawings and to the satisfaction of Council's General Manager.**
4. There are 11 car parking spaces shown on the drawings for Lot 1 (4 remaining on Lot 2).

4 Policy Assessment

The development site is within the township of Kempton. It is located on land zoned **'Village'** with adjacent properties to the north, south, and west also zoned **'Village'**. To the west across Main Street and on the other side of the Midlands Highway the land is zoned **'Significant Agriculture'**, and Midlands Highway and associated corridor is zoned **'Utilities'**.

The existing use is classed as **'Resource Processing'** (distillery) which is a discretionary use within this zone. The proposed bond stores use is classed as **'storage' which is a discretionary use within this zone.**

The nature of the proposal and the location of the site requires that the proposal be considered against the relevant Scheme elements (Southern Midlands Interim Planning Scheme 2015):

- Clause 16.0 Village Zone;
- E1.0 Bushfire-Prone Areas Code;
- E5.0 Road and Railway Assets Code;
- E6.0 Parking and Access Code;
- E7.0 Stormwater Management Code;
- E11.0 Waterway and Coastal Protection Code; and
- E13.0 Historic Heritage Code

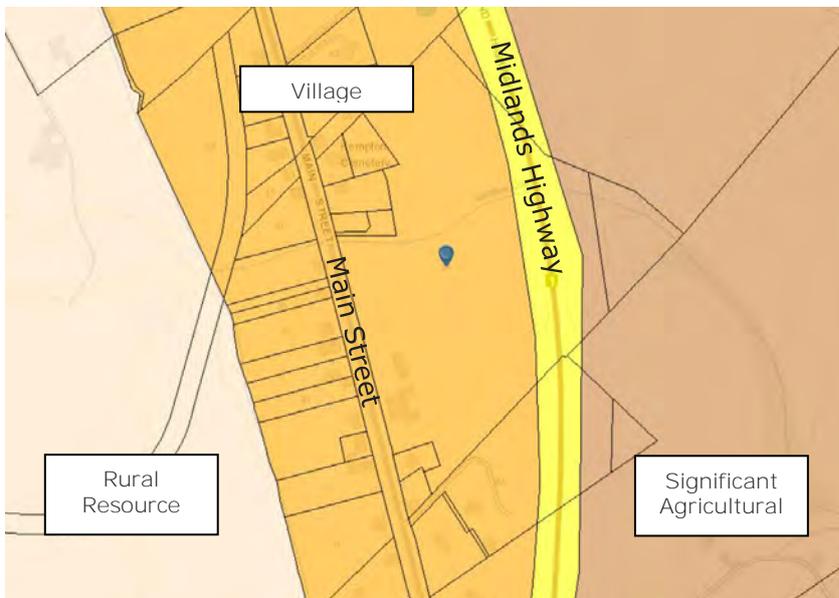


Figure 2: Land use zoning (source: LISTmap 11/08/2021).

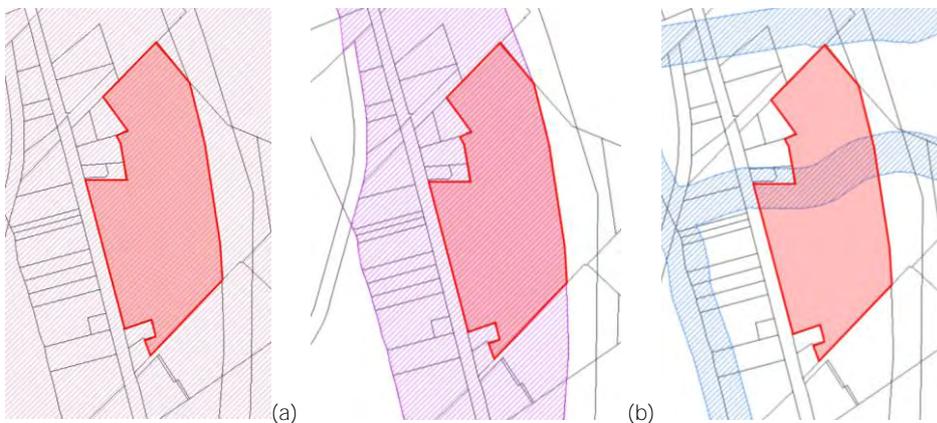


Figure 3: Overlays (a) Bushfire Prone Areas (b) Heritage Area/Precinct (c) (source: LISTmap 11/08/2021).

4.1 Village Zone [16.0]

The proposed development would further the zone purpose (pursuant to 12.1 of the State Planning Scheme) by supporting an existing commercial/tourism activity which supports the township of Kempton.

Under Clause 16.2 the proposed use, ‘Storage’, is discretionary and as such the objectives of the zone must be considered when assessing the provisions of the Scheme.

There are no *local area objectives* nor is there a *desired future character* statement.

16.3.1 Non-Residential Use

<i>Objective: To ensure that non-residential use does not unreasonably impact residential amenity.</i>	
A1 <i>Hours of operation must be within: 7.00 am to 9.00 pm Monday to Friday; 8:00 am to 6:00 pm Saturdays; 9.00 am to 5.00 pm Sunday and Public holidays; except for office and administrative tasks or visitor accommodation.</i>	P1 ***

The distillery has existing hours of operation which will not be modified. The bond stores will operate within the approved hours for commercial activity:

- 7:00 am - 9:00 pm Monday through Friday
- 8:00 am - 6:00 pm Saturdays
- 9:00 am - 5:00 pm on Sundays and Public Holidays

Additionally, forklift use is limited on the site to 9:00 am to 5:00 pm Monday through Saturday and 10:00 am to 5:00 pm Sundays and Public Holidays.

The proposal is therefore deemed to comply with the acceptable solution (A1).

A2 ***	P2 <i>Noise emissions measured at the boundary of the site must not cause environmental harm.</i>
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The noise generating activities and equipment that form part of the distillery have already been approved.

Generally, the operation of the bond store itself comprises loading and unloading of goods to and from commercial vehicles, and storage-related operations with no significant noise-generating activities proposed.

All internal activities will also be contained within the proposed warehouse, with only transportation and loading/unloading activities happening outside of the building.

It is therefore expected that noise levels will be well below the noise level stated in the Acceptable Solution, and be within the permitted commercial vehicle operating hours, and will therefore not cause additional environmental harm.

The proposal is therefore able to meet the performance criteria (P2).

A3 <i>External lighting must comply with all of the following: (a) be turned off between 9:00 pm and 6:00 am, except for security lighting; (b) security lighting must be baffled to ensure they do not cause emission of light into adjoining private land.</i>	P3 ***
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There is no lighting plan supplied with this application as all external lighting which could potentially impact residential amenity will be turned off between 9:00 pm and 6:00 am excluding security lighting which will be baffled such that the existing distillery is compliant with approved permit conditions.

The proposal is therefore deemed to comply with the Acceptable Solution (A3).

<p>A4 Commercial vehicle movements (including loading and unloading and garbage removal) to and from the site must be limited to 40 vehicle movements per day and be within the hours of: (a) 7:00am to 9:00pm Monday to Friday; (b) 8:00am to 6:00pm Saturdays; (c) 9:00am to 5:00pm Sunday and public holidays.</p>	<p>P4 ***</p>
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Commercial vehicle movements will not exceed the limited 40 vehicle movements per day, to or from the site, with the majority of movements associated with the existing use, and that will occur within the hours of:

- 7:00 am - 9:00 pm Monday through Friday
- 8:00 am - 6:00 pm Saturdays
- 9:00 am - 5:00 pm on Sundays and Public Holidays

The proposal is therefore deemed to comply with the Acceptable Solution (A4).

16.4.1 Building Height

<p><i>Objective: To ensure that building height contributes positively to the streetscape and does not result in unreasonable impact on amenity of adjoining land.</i></p>	
<p>A1 Building height must be not more than: 8.5m.</p>	<p>P1 ***</p>

As demonstrated by the building elevations (Drawing A02.1, A02.2 & A02.3, Appendix B) the three (3) proposed bond stores are less than 8.5m high. The fire service storage tanks (72,00 litre capacity) are 2.2m high.

The proposal is therefore deemed to comply with the Acceptable Solution (A1).

16.4.2 Setbacks

<p><i>Objective: To ensure that building setback contributes positively to the streetscape and does not result in unreasonable impact on residential amenity of adjoining land.</i></p>	
<p>A1 Building setback from frontage must be parallel to the frontage and must be: (a) A distance not more or less than the maximum and minimum setbacks of the buildings on the adjoining lots if fronting Main Street in Kempton. (b) 4.5 m if fronting any other street.</p>	<p>P1 ***</p>

As the proposed buildings are not along the frontage this is not considered applicable.

<p>A2 Building setback from side and rear boundaries must be no less than: (a) 2 m; (b) half the height of the wall,</p>	<p>P2 ***</p>
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whichever is the greater.

As demonstrated on the Site Plan (Drawing A1, Appendix B) the building is setback from the rear boundary by approx. 50m which is more than the required 2m. The rear side boundary is similar to the approved building (distillery) on the site and is no less than 2m (Drawing A2, Appendix B).

The proposal is therefore deemed to comply with the acceptable solution (A2).

16.4.3 Design

Objective: To ensure that building design for non-residential uses contributes positively to the streetscape, the amenity and safety of the public and adjoining land.

A1

Building design for non-residential use must comply with all of the following:

- (a) provide the main pedestrian entrance to the building so that it is clearly visible from the road or publicly accessible areas on the site;*
- (b) for new building or alterations to an existing facade provide windows and door openings at ground floor level in the front facade no less than 40% of the surface area of the ground floor level facade ;*
- (c) for new building or alterations to an existing facade ensure any single expanse of blank wall in the ground level front facade and facades facing other public spaces is not greater than 30% of the length of the facade;*
- (d) screen mechanical plant and miscellaneous equipment such as heat pumps, air conditioning units, switchboards, hot water units or similar from view from the street and other public spaces;*
- (e) incorporate roof-top service infrastructure, including service plants and lift structures, within the design of the roof;*
- (f) provide awnings over the public footpath if existing on the site or on adjoining lots;*
- (g) not include security shutters over windows or doors with a frontage to a street or public place.*

P1

Building design must enhance the streetscape by satisfying all of the following:

- (a) provide the main access to the building in a way that addresses the street or other public space boundary;*
- (b) provide windows in the front facade in a way that enhances the streetscape and provides for passive surveillance of public spaces;*
- (c) treat large expanses of blank wall in the front facade and facing other public space boundaries with architectural detail or public art so as to contribute positively to the streetscape and public space;*
- (d) ensure the visual impact of mechanical plant and miscellaneous equipment, such as heat pumps, air conditioning units, switchboards, hot water units or similar, is insignificant when viewed from the street;*
- (e) ensure roof-top service infrastructure, including service plants and lift structures, is screened so as to have insignificant visual impact;*
- (f) not provide awnings over the public footpath only if there is no benefit to the streetscape or pedestrian amenity or if not possible due to physical constraints;*
- (g) only provide shutters where essential for the security of the premises and other alternatives for ensuring security are not feasible;*
- (h) be consistent with any Desired Future Character Statements provided for the area.*

Bond stores are buildings comprising secured areas in which dutiable goods may be stored, manipulated, or undergo manufacturing operations without payment of duty, with the payment of duty deferred until the goods are required. Bond stores are inherently private in nature with security requirements that factor into the design.

As the proposed buildings are non-residential and are bond stores with specific security requirements they are unable to comply with (A1)(b)(c) as such a performance-based assessment is required.

The submitted drawings show that these are private bond stores not deemed accessible to the public, with a sliding door for loading and unloading of goods visible from the proposed new driveway by commercial vehicles and addressing the public space (a);

The new structures on the site are to the rear of the new distillery that provides the front façade of the site to the street frontage and are not intended to be the main visible element from the street, and as such, no windows are proposed with passive surveillance provided from the existing approved buildings on site (b);

The location of the proposed structures on the site (behind the distillery) are designed to be secure storage spaces and do not contribute to the streetscape as the front façade facing the street is on the existing building (c);

No additional infrastructure for the bond stores will be visible from the street (d);

No rooftop infrastructure is proposed (e);

There are no awnings proposed (f);

No shutters are proposed however any shutters provided would be essential for the security of the premises (g); and

There are no Desired Future Character Statements (h).

The above assessment demonstrates that the proposal is able to meet the Performance Criteria (P1).

16.4.4 Landscaping

<i>Objective: To ensure that a safe and attractive landscaping treatment enhances the appearance of sites for non-residential use.</i>	
A1 <i>Landscaping must be provided for sites for non-residential use along the frontage for at least 50% of the frontage width, except if front setback is less than 1 m in which case no landscaping is necessary.</i>	P1 ***

The subdivision process has resulted in conditions relating to landscaping which will not be impacted by the proposed bond stores, and which relate to the existing frontage. Additionally, the proposed buildings are not along the frontage rather to the rear of an existing building (the distillery) as such this clause is not considered applicable.

A2 <i>Along a boundary with a lot used for residential use landscaping must be provided for a depth no less than: 2 m.</i>	P2 ***
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Boundaries for residential use are to the north therefore an assessment is required.

There are existing landscaping elements to the north and east. With reference to Figure 1 and Figure 3 the existing landscaping screening follows the waterway through the property and turns south to screen the site from the adjacent Midlands Highway. The site is therefore not immediately visible from residential titles. Additionally, the existing permit for the distillery details landscaping designed along the frontage and access/car park which has approval, and which will not be impacted by the proposed bond stores.

The above assessment demonstrates that the proposal is able to comply with the Acceptable Solution (A2).

16.4.5 Outdoor storage areas

As no outdoor storage is proposed and hence this clause is not considered applicable.

16.4.6 Fencing

As no fencing is proposed and hence this clause is not considered applicable.

4.2 Bushfire-Prone Areas Code [E1.0]

This code applies to a use, on land that is located within, or partially within, a bushfire-prone area, that is a vulnerable use or hazardous use. As the existing Use is ‘hazardous’ this Code applies and as such an assessment against the relevant Codes is required.

1.5.2 Hazardous Use

<p><i>Objective: Hazardous uses can only be located on land within a bushfire-prone area where tolerable risks are achieved through mitigation measures that take into account the specific characteristics of both the hazardous use and the bushfire hazard.</i></p>	
<p>A1 No Acceptable Solution.</p>	<p>P1 A hazardous use must only be located in a bushfire-prone area if a tolerable risk from bushfire can be achieved and maintained, having regard to:</p> <ul style="list-style-type: none"> (a) the location, characteristics, nature and scale of the use; (b) whether there is an overriding benefit to the community; (c) whether there is no suitable alternative lower-risk site; (d) the emergency management strategy and bushfire hazard management plan as specified in A2 and A3 of this Standard; and (e) other advice, if any, from the TFS.)

A Hazardous Use approval is discretionary and must address E1.5.2 (P1) of the planning scheme.

The proposal is to enable the expansion of an existing resource processing use, which involves the storage of flammable liquid (distilled spirits). The distillery complex, the “**Old Kempton Distillery Tasmania**”, consists of the existing Dysart House and stables (heritage listed) on one title and the new distillery building on the adjacent title, both currently located at 26 Main Street, Kempton.

The spirits will initially be processed at 26 Main Street and then stored (in the bond stores) on the subject site whilst it is aging. A resource processing use is a discretionary use in the Village zone which is a discretionary use **within this zone. The proposed ‘bond stores’ use is classed as ‘storage’ which is** also a discretionary use within this zone. Given that there is an existing distillery on the site, the size and utilitarian nature of the proposed sheds, the requirement for the size of the land and the operational need for the aging process to be undertaken within proximity to 26 Main Street, the subject site is ideal to meet the operational requirements of the use.

There are limited suitable alternative sites within proximity to the processing site. With the requirement for a large site in close proximity to the distillery, any alternative site would also be in a bushfire prone area. The property is currently a combination of grasses and landscaped areas within the allotment, a riparian strip; and adjacent to the property is the Midland Highway road corridor, municipal road corridor and developed maintained lots. The Bushfire-Prone vegetation affecting the site is predominantly **Grassland** - Group G in accordance with AS3959-2018.

The primary access to the bond stores (to the rear of the existing distillery) is from a sealed public road (Main Street) and emergency vehicle access is possible. Fire fighting vehicles will connect an on-site static water supply which is discussed in more detail in the BHMR. Within the property boundary access to the perimeter of the bond stores will be adequately provided to facilitate firefighting when attempting to defend the building and to allow reasonable egress for occupants.

Additionally, hazard management areas are able to be maintained and can be considered low threat when the Bushfire Hazard Management Plan (BHMP) is acted upon. Additionally, the Hazard management areas allow for separation distances from the development building to hazard to achieve the BAL-12.5 Separation distances (the minimum Hazardous Use standard to be achieved is BAL-12.5).

The proposal is therefore deemed to comply with the acceptable solution sub-clause (a).

The proposed bond stores will support the ongoing viability and capacity of the distillery, to the social and economic benefit of the local community and the broader general community. The modified risk

profile associated with increased site occupancy will need to be managed through appropriate emergency plan provisions. The bond stores will be built to ensure resilience to ember attacks and satisfactory performance in a bushfire setting. An amended Emergency Plan and Bushfire Action Plan is enclosed as Appendix C. As such, the proposal is considered to be of overriding benefit to the community.

The proposal is therefore deemed to comply with the acceptable solution sub-clause (b).

The choice of sites is limited by virtue of the development being integral to the existing distillery operation, the proposed location can achieve a BAL-12.5 rating, will be separated from the likely bushfire hazard by existing managed land and a new hazard management area, and can be serviced with existing access and proposed water supply; there are no other alternative sites that are considered practicable from a use and development perspective that would provide a substantially lower level of exposure.

The proposal is therefore deemed to comply with the acceptable solution sub-clause (c).

‘Bushfire risk’ refers to the interaction between a bushfire hazard, the community and its assets that may be impacted. A bushfire hazard management plan and emergency plan minimise risk to vulnerable occupants and the new development. A Bushfire Hazard Management Report (BHMR) has been prepared by an accredited person (please see Appendix C) based on TFS advice and in accordance with the requirements of the Code and the **Director’s Determination and are therefore considered to demonstrate an acceptable level of risk.**

The proposal is therefore deemed to comply with the acceptable solution sub-clauses (d) and (e).

A certified Bushfire Hazard Management Plan will ensure a tolerable level of risk from exposure to dangerous substances, ignition potential, and contribution to the intensity of bushfire. The proposal is therefore able to meet the performance criteria (P1).

<p>A2</p> <p><i>An emergency management strategy, endorsed by the TFS or accredited person, that provides for mitigation measures to achieve and maintain a level of tolerable risk that is specifically developed to address the characteristics, nature and scale of the use having regard to:</i></p> <p><i>(a) the nature of the bushfire-prone vegetation including the type, fuel load, structure and flammability; and</i></p> <p><i>(b) available fire protection measures to:</i></p> <p><i>(i) prevent the hazardous use from contributing to the spread or intensification of bushfire;</i></p> <p><i>(ii) limit the potential for bushfire to be ignited on the site;</i></p> <p><i>(iii) prevent exposure of people and the environment to the hazardous chemicals, explosives or emissions as a consequence of bushfire; and</i></p> <p><i>(iv) reduce risk to emergency service personnel.</i></p>	<p>P2</p> <p><i>No Performance Criteria.</i></p>
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An emergency management strategy is available in the Bushfire Hazard Management Report (please see Appendix C). The Emergency Plan has been prepared in accordance with the TFS Bushfire Emergency Planning Guidelines and AS 3745-2010 (where applicable). The proposed hazardous use was considered when reviewing the strategy and the existing emergency plan was found to be acceptable. The updated Emergency Plan has been approved by the Tasmania Fire Service.

The proposal is therefore deemed to comply with the acceptable solution (A2).

<p>A3</p> <p><i>A bushfire hazard management plan that contains appropriate bushfire protection measures that is certified by the TFS or an accredited person.</i></p>	<p>P3</p> <p><i>No Performance Criteria.</i></p>
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A Bushfire Report has been prepared by an accredited person (please see Appendix C) that contains a Bushfire Hazard Management Plan (BHMP). The proposed BHMP includes requirements to minimise risk to occupants and the proposed building. This includes the provision of a hazard management area,

(which will limit exposure to ember attack and limited radiant heat), construction to AS 3959-2018 to improve building resistance and upgrades of existing access and water supplies to facilitate defensive firefighting and occupant egress. The BHMP is certified by an accredited person.

The proposal is therefore deemed to comply with the acceptable solution (A3).

4.3 Road and Railway Assets [E5.0]

The Road and railway Assets Code applies to all use and development as per clause E5.2.1 that requires a new vehicle crossing or intensifies the use of existing accesses.

E4.5.1 Existing road access and junctions

<p>A1 <i>The annual average daily traffic (AADT) of vehicle movements, to and from a site, onto a category 1 or category 2 road, in an area subject to a speed limit of more than 60km/h, must not increase by more than 10% or 10 vehicle movements per day, whichever is the greater.</i></p>	<p>P1 ***</p>
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As the proposal does not concern a category 1 or 2 Road, in an area subject to a speed limit of more than 60 km/h, this clause is not considered applicable.

<p>A2 <i>The annual average daily traffic (AADT) of vehicle movements, to and from a site, using an existing access or junction, in an area subject to a speed limit of more than 60km/h, must not increase by more than 10% or 10 vehicle movements per day, whichever is the greater.</i></p>	<p>P2 ***</p>
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As the proposal does not involve existing access or junction in an area subject to a speed limit of more than 60 km/h, this clause is not considered applicable.

<p>A3 <i>The annual average daily traffic (AADT) of vehicle movements, to and from a site, using an existing access or junction, in an area subject to a speed limit of 60km/h or less, must not increase by more than 20% or 40 vehicle movements per day, whichever is the greater.</i></p>	<p>P3 ***</p>
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The access is existing and has been approved in relation to the use of the site for the distillery operations on site. The proposals (three new bond stores) will not increase vehicle movements to 40 vehicle movements per day or increase by more than 20% as the stores are not for general access and access will be infrequent.

The above assessment demonstrates that the proposal is able to comply with the Acceptable Solution (A3).

E4.5.2 Existing level crossings

As the proposal does not involve an existing level crossing and hence this clause is not considered applicable.

E5.6.1 Development adjacent to roads and railways

As the proposal is not within 50m of a rail network or a category 1 or 2 road, in an area with a speed limit of more than 60 km/h this clause is not considered applicable.

E5.6.2 Road accesses and junctions

A1 <i>No new access or junction to roads in an area subject to a speed limit of more than 60km/h.</i>	P1 ***
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Main Street, Kempton has a signed speed limit of 50 km/h, and no new access is proposed, therefore the proposal does not involve a new access or junction in an area subject to a speed limit of more than 60km/h. As such the proposal is able to comply with the Acceptable Solution (A1).

A2 <i>No more than one access providing both entry and exit, or two accesses providing separate entry and exit, to roads in an area subject to a speed limit of 60km/h or less.</i>	P2 <i>For roads in an area subject to a speed limit of 60km/h or less, accesses and junctions must be safe and not unreasonably impact on the efficiency of the road, having regard to:</i> <i>(a) the nature and frequency of the traffic generated by the use;</i> <i>(b) the nature of the road;</i> <i>(c) the speed limit and traffic flow of the road;</i> <i>(d) any alternative access to a road;</i> <i>(e) the need for the access or junction;</i> <i>(f) any traffic impact assessment; and</i> <i>(g) any written advice received from the road authority.</i>
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As demonstrated in the proposal plans (Appendix B) the proposal has one access point that is already existing off Main Street providing for both entry and exit.

The above assessment demonstrates that the proposal is able to comply with the Acceptable Solution (A2).

E5.6.3 New level crossings

As the proposal does not involve a new level crossing this clause is not considered applicable.

E5.6.4 Sight distance at accesses, junctions and level crossings

A1 <i>Sight distances at:</i> <i>(a) an access or junction must comply with the Safe Intersection Sight Distance shown in Table E5.6.4; and</i> <i>(b) rail level crossings must comply with AS1742.7 Manual of uniform traffic control devices - Railway crossings, Standards Association of Australia.</i>	P1 ***
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The access to the site (lot 1) is existing and was approved during the subdivision process - granted 28th October 2021 [permit number SA 2020/12] - as such the sight distances at the access are deemed to be compliant with the *Safe Intersection Sight Distance* shown in Table E5.6.4 (a).

As the proposal does not involve a rail level crossing (b) is not considered applicable.

The proposal is therefore deemed to comply with the Acceptable Solution (A1).

4.4 Car-Parking and Access [E6.0]

The Parking and Sustainable Access Code applies to all use and development as per clause E6.2.1.

E6.6.1 Number of Car Parking Spaces

<p>A1</p> <p><i>The number of on-site car parking spaces must be:</i></p> <p><i>(a) no less than the number specified in Table E6.1. except if:</i></p> <p><i>(i) the site is subject to a parking plan for the area adopted by Council, in which case parking provision (spaces or cash-in-lieu) must be in accordance with that plan;</i></p>	<p>P1</p> <p><i>The number of on-site car parking spaces must be sufficient to meet the reasonable needs of users, having regard to all of the following:</i></p> <p><i>(a) car parking demand;</i></p> <p><i>(b) the availability of on-street and public car parking in the locality;</i></p> <p><i>(c) the availability and frequency of public transport within a 400m walking distance of the site;</i></p> <p><i>(d) the availability and likely use of other modes of transport;</i></p> <p><i>(e) the availability and suitability of alternative arrangements for car parking provision;</i></p> <p><i>(f) any reduction in car parking demand due to the sharing of car parking spaces by multiple uses, either because of variation of car parking demand over time or because of efficiencies gained from the consolidation of shared car parking spaces;</i></p> <p><i>(g) any car parking deficiency or surplus associated with the existing use of the land;</i></p> <p><i>(h) any credit which should be allowed for a car parking demand deemed to have been provided in association with a use which existed before the change of parking requirement, except in the case of substantial redevelopment of a site;</i></p> <p><i>(i) the appropriateness of a financial contribution in lieu of parking towards the cost of parking facilities or other transport facilities, where such facilities exist or are planned in the vicinity;</i></p> <p><i>(j) any verified prior payment of a financial contribution in lieu of parking for the land;</i></p> <p><i>(k) any relevant parking plan for the area adopted by Council;</i></p> <p><i>(l) the impact on the historic cultural heritage significance of the site if subject to the Local Heritage Code;</i></p>
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As demonstrated by the proposal drawings (Drawing A1, Appendix B) 20 car parking spaces will be provided. The current approved car park is for 11 spaces (on lot 1).

For the Use class ‘Storage’ 1 car parking space is required for each 100m² of floor area and 1 for each 40m² of ancillary office floor area. The bond stores have no ancillary office floor area and when combine have a floor area of 648m². This means that 7 parking spaces are required. Given that 9 additional spaces are proposed this is no less than the number specified in Table E6.1.

The proposal is therefore deemed to comply with the Acceptable Solution (A1).

E6.6.2 Number of Accessible Car Parking Spaces for People with a Disability

<p>A1 Car parking spaces provided for people with a disability must: (a) satisfy the relevant provisions of the Building Code of Australia; (b) be incorporated into the overall car park design; (c) be located as close as practicable to the building entrance.</p>	<p>P1 No Performance Criteria</p>
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The existing car park has two approved DDA car parking spaces which are compliant with E6.6.2(A1).

The proposed bond stores do not require any changes to the approved number of car parking spaces for people with a disability.

The proposal is therefore deemed to comply with the Acceptable Solution (A1).

E6.6.3 Bicycle Parking Numbers

There are no bicycle parking requirements in this planning scheme therefore this clause is not applicable.

E6.6.4 Motorcycle Parking

There are no motorcycle parking requirements in this planning scheme therefore this clause is not applicable.

E6.7.1 Number of Vehicular Accesses

<p>A1 The number of vehicle access points provided for each road frontage must be no more than 1 or the existing number of vehicle access points, whichever is the greater.</p>	<p>P1 ***</p>
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As demonstrated in the proposal plans (Appendix B) the proposal has one existing access point off Main Street providing for both entry and exit.

The proposal is therefore deemed to comply with the Acceptable Solution (A1).

E6.7.2 Design of Vehicular Access

<p>A1 Design of vehicle access points must comply with all of the following: (a) in the case of non-commercial vehicle access; the location, sight distance, width and gradient of an access must be designed and constructed to comply with section 3 - “Access Facilities to Off-street Parking Areas and Queuing Areas” of AS/NZS 2890.1:2004 Parking Facilities Part 1: Off-street car parking; (b) in the case of commercial vehicle access; the location, sight distance, geometry and gradient of an access must be designed and constructed to comply with all access driveway provisions in section 3 “Access Driveways and Circulation Roadways” of AS2890.2 - 2002 Parking facilities Part 2: Off-street commercial vehicle facilities.</p>	<p>P1 ***</p>
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The access is existing and able to demonstrate compliance under the approved permit for subdivision granted 28th October 2021 [permit number SA 2020/12].

The proposal is therefore deemed to be able to comply with the Acceptable Solution (A1).

E6.7.3 Vehicular Passing Areas Along an Access

<p>A1</p> <p><i>Vehicular passing areas must:</i></p> <p><i>(a) be provided if any of the following applies to an access:</i></p> <p style="padding-left: 40px;"><i>(i) it serves more than 5 car parking spaces;</i></p> <p style="padding-left: 40px;"><i>(ii) is more than 50 m long;</i></p> <p style="padding-left: 40px;"><i>(iii) it meets a road serving more than 6000 vehicles per day;</i></p> <p><i>(b) be 6 m long, 5.5 m wide, and taper to the width of the driveway;</i></p> <p><i>(c) have the first passing area constructed at the kerb;</i></p> <p><i>(d) be at intervals of no more than 50 m along the access.</i></p>	<p>P1 ***</p>
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A permit for a change of use to Distillery (Resource Processing) with building works on a Heritage Place was granted 26th August 2016 [permit number DA 2016/50].

The car park currently approved under that permit is for 11 car parking spaces (on what is now lot 1) and is compliant with regard to width (6m), kerb passing possibility, and does not have car parking access beyond 50m.

The proposal is therefore deemed to be able to comply with the Acceptable Solution (A1).

E6.7.4 On-Site Turning

<p>A1</p> <p><i>On-site turning must be provided to enable vehicles to exit a site in a forward direction, except where the access complies with any of the following:</i></p> <p><i>(a) it serves no more than two dwelling units;</i></p> <p><i>(b) it meets a road carrying less than 6000 vehicles per day.</i></p>	<p>P1 ***</p>
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The on-site turning to enable vehicles to exit a site in a forward direction is existing and able to demonstrate compliance under the approved permit granted 26th August 2016 [permit number DA 2016/50] and for subdivision granted 28th October 2021 [permit number SA 2020/12].

The proposal is therefore deemed to be able to comply with the Acceptable Solution (A1).

E6.7.5 Layout of Parking Areas

<p>A1</p> <p><i>The layout of car parking spaces, access aisles, circulation roadways and ramps must be designed and constructed to comply with section 2 “Design of Parking Modules, Circulation Roadways and Ramps” of AS/NZS 2890.1:2004 Parking Facilities Part 1: Off-street car parking and must have sufficient headroom to comply with clause 5.3 “Headroom” of the same Standard.</i></p>	<p>P1 ***</p>
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The car park currently approved is for 11 car parking spaces and will be modified to provide an additional 9 spaces. The modifications (Appendix B) are in keeping with the existing layout and as such are able to demonstrate compliance under with the specified standards.

The proposal is therefore deemed to comply with the Acceptable Solution (A1).

E6.7.6 Surface Treatment of Parking Areas

<p>A1</p> <p><i>Parking spaces and vehicle circulation roadways must be in accordance with all of the following:</i></p> <p><i>(a) paved or treated with a durable all-weather pavement where within 75m of a property boundary or a sealed roadway;</i></p>	<p>P1 ***</p>
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(b) drained to an approved stormwater system, unless the road from which access is provided to the property is unsealed.	
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The car park spaces and vehicular circulation roadways demonstrate compliance (paved or treated with a durable all-weather pavement and drained to an approved stormwater system) under the approved permits and the proposed extension (Appendix B) will be in keeping with the existing surface treatment and as such are able to demonstrate compliance under with the specified standards.

The proposal is therefore deemed to comply with the Acceptable Solution (A1).

E6.7.7 Lighting of Parking Areas

A1 <i>Parking and vehicle circulation roadways and pedestrian paths serving 5 or more car parking spaces, used outside daylight hours, must be provided with lighting in accordance with clause 3.1 “Basis of Design” and clause 3.6 “Car Parks” in AS/NZS 1158.3.1:2005 Lighting for roads and public spaces Part 3.1: Pedestrian area (Category P) lighting.</i>	P1 ***
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The proposed parking area will have baffled security lighting and lighting (for the car park and pedestrian access) which complies with E16.3.1 (P3) i.e. external lighting must be turned off between 9:00pm and 6:00am as already approved from the existing permits on site.

The proposal is therefore deemed to comply with the Acceptable Solution (A1).

E6.7.8 Landscaping of Parking Areas

A1 <i>Landscaping of parking and circulation areas must be provided where more than 5 car parking spaces are proposed. This landscaping must be no less than 5 percent of the area of the car park, except in the Central Business Zone where no landscaping is required.</i>	P1 ***
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A permit for a change of use to Distillery (Resource Processing) with building works on a Heritage Place was granted 26th August 2016 [permit number DA 2016/50] and approved the existing car park and proposed (then) landscaping. Under the permit for subdivision granted 28th October 2021 [permit number SA 2020/12] additional conditions with regard to landscaping were set out which will not be impacted by the proposed bond stores.

The proposal is therefore deemed to comply with the Acceptable Solution (A1).

E6.7.9 Design of Motorcycle Parking Areas - not required

There are no motorcycle parking requirements in the planning scheme, and the site does not propose any spaces, therefore this clause is not considered applicable.

E6.7.10 Design of Bicycle Parking Facilities - not required

There are no bicycle parking requirements in the planning scheme, and the site does not propose any spaces, therefore this clause is not considered applicable.

E6.7.11 Bicycle End of Trip Facilities - not required

Bicycle end of trip facilities are not required since there are no bicycle spaces proposed, therefore this clause is not applicable.

E6.7.12 Siting of Car Parking

<p>A1 <i>Parking spaces and vehicle turning areas, including garages or covered parking areas in the Inner Residential Zone, Urban Mixed Use Zone, Village Zone, Local Business Zone and General Business Zone must be located behind the building line of buildings located or proposed on a site except if a parking area is already provided in front of the building line of a shopping centre.</i></p>	<p>P1 ***</p>
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A permit for a change of use to ‘Distillery’ (Resource Processing) with building works on a Heritage Place was granted 26th August 2016 [permit number DA 2016/50] approved the existing car park. The proposal does not modify the siting of the approved parking spaces and vehicle turning areas that are adjacent to or to the rear of the existing building lines and not forward of the existing distillery building line (to the north) as demonstrated by the Site Plans (Drawing A1, Appendix B).

The proposal is therefore deemed to comply with the Acceptable Solution (A1).

E6.7.13 Facilities for Commercial Vehicles

<p>A1 <i>Commercial vehicle facilities for loading, unloading or manoeuvring must be provided on-site in accordance with Australian Standard for Off-street Parking, Part 2 : Commercial. Vehicle Facilities AS 2890.2:2002, unless:</i> <i>(a) the delivery of all inward bound goods is by a single person from a vehicle parked in a dedicated loading zone within 50 m of the site;</i> <i>(b) the use is not primarily dependent on outward delivery of goods from the site.</i></p>	<p>P1 <i>Commercial vehicle arrangements for loading, unloading or manoeuvring must not compromise the safety and convenience of vehicular traffic, cyclists, pedestrians and other road users.</i></p>
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A permit for a change of use to ‘Distillery’ (Resource Processing) with building works on a Heritage Place was granted 26th August 2016 [permit number DA 2016/50] included one (1) commercial vehicle loading space.

Two additional loading spaces or loading bays (to the south of each bond store) will be constructed as specified and demonstrated in the civil drawings (Appendix E) such that the commercial vehicle facilities for loading, unloading or manoeuvring will be provided on-site in accordance with Australian Standard for Off-street Parking, Part 2 : Commercial. Vehicle Facilities AS 2890.2:2002 (a).

The use is not primarily dependent on outward delivery of goods from the site (b).

The proposal is therefore deemed to comply with the Acceptable Solution (A1).

E6.7.14 Access to a Road

<p>A1 <i>Access to a road must be in accordance with the requirements of the road authority.</i></p>	<p>P1 <i>No Performance Criteria.</i></p>
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The access to Main Street is existing and in accordance with the requirements of the road authority.

The proposal is therefore deemed to comply with the Acceptable Solution (A1).

4.5 Stormwater Management [E7.0]

E7.7.1 Stormwater Drainage and Disposal

<p>A1 <i>Stormwater from new impervious surfaces must be disposed of by gravity to public stormwater infrastructure.</i></p>	<p>P1 <i>Stormwater from new impervious surfaces must be managed by any of the following:</i> <i>(a) disposed of on-site with soakage devices having regard to the suitability of the site, the system design and water sensitive urban design principles</i> <i>(b) collected for re-use on the site;</i> <i>(c) disposed of to public stormwater infrastructure via a pump system which is designed, maintained and managed to minimise the risk of failure to the satisfaction of the Council.</i></p>
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A permit for a change of use to ‘Distillery’ (Resource Processing) with building works on a Heritage Place was granted 26th August 2016 [permit number DA 2016/50] which detailed that drainage and disposal of stormwater. The existing infrastructure works have been approved (please see Appendix E). In accordance with the existing plans the new impervious surfaces will be disposed of via a combination of gravity to public stormwater infrastructure for the proposed building roofs and overland flow to on-site soakage for the car parking areas.

The proposal is therefore deemed able to meet the Performance Criteria (P1).

<p>A2 <i>A stormwater system for a new development must incorporate water sensitive urban design principles R1 for the treatment and disposal of stormwater if any of the following apply:</i> <i>(a) the size of new impervious area is more than 600 m²;</i> <i>(b) new car parking is provided for more than 6 cars;</i> <i>(c) a subdivision is for more than 5 lots.</i></p>	<p>P2 <i>A stormwater system for a new development must incorporate a stormwater drainage system of a size and design sufficient to achieve the stormwater quality and quantity targets in accordance with the State Stormwater Strategy 2010, as detailed in Table E7.1 unless it is not feasible to do so.</i></p>
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The stormwater from the car parking and circulation areas is disposed of via a graded overland flow across the gravel surface to the nearest landscaped area for on-site infiltration and as such is deemed to comply with the Acceptable Solution (A2).

<p>A3 <i>A minor stormwater drainage system must be designed to comply with all of the following:</i> <i>(a) be able to accommodate a storm with an ARI of 20 years in the case of non-industrial zoned land and an ARI of 50 years in the case of industrial zoned land, when the land serviced by the system is fully developed;</i> <i>(b) stormwater runoff will be no greater than pre-existing runoff or any increase can be accommodated within existing or upgraded public stormwater infrastructure.</i></p>	<p>P3 <i>No Performance Criteria.</i></p>
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The stormwater design is considered capable of accommodating stormwater demands and as such is deemed to comply with the acceptable solution (A3).

<p>A4 <i>A major stormwater drainage system must be designed to accommodate a storm with an ARI of 100 years.</i></p>	<p>P4 <i>No Performance Criteria.</i></p>
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As the proposal does not include a major stormwater drainage system this clause is not considered applicable.

4.6 Waterway and Coastal Protection Code [E11.0]

Works are not within the Waterway and Coastal Protection Area, Future Coastal Refugia Area or Potable Water Supply Area, nor is anything intended to be discharged into a watercourse, wetland or lake, therefore E11.7.1 is not considered applicable.

4.7 Historic Heritage Code [E13.0]

The proposal is required to be assessed against E13.8 Development Standards for Heritage Precincts as the site is subject to the overlay and does not qualify for an exemption.

E13.8.1 Demolition

The proposal does not involve demolition of any heritage fabric as such this clause is not considered applicable.

E13.8.2 Buildings and Works other than Demolition

<i>Objective: To ensure that development undertaken within a heritage precinct is sympathetic to the character of the precinct.</i>	
<i>A1 No Acceptable Solution</i>	<i>P1 Design and siting of buildings and works must not result in detriment to the historic cultural heritage significance of the precinct, as listed in Table E13.2.</i>

The additional proposed building(s) associated with the approved distillery use on the site has been designed and sited in a similar manner to those already approved, in a way which is considered to have negligible additional impact upon the historic cultural heritage significance of the precinct (Table E13.2 - HP3).

The historic cultural heritage significance of the precinct relates to the evolution of settlement patterns and transport routes, predominantly sandstone buildings and high concentrations of intact **‘Colonial Georgian and Victorian Georgian’ styles.**

The proposed bond stores respect such values by adopting a subservient and secondary role and aesthetic through sensitive consideration in the design of scale, bulk, siting and setback, and materials. **The three (3) stores and two (2) water tanks will be clad in “Windspray” custom orb cladding and roofing.**

Due to the location of the proposed structures on the site, to the rear of the approved distillery, and low visibility with respect to Main Street, the proposal does not result in detriment to the historic cultural heritage significance of the precinct, as listed in Table E13.2.

The proposal is therefore able to meet the Performance Criteria (P1).

<i>A2 No Acceptable Solution</i>	<i>P2 Design and siting of buildings and works must comply with any relevant design criteria / conservation policy listed in Table E13.2, except if a heritage place of an architectural style different from that characterising the precinct.</i>
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The additional proposed building(s) associated with the approved distillery on the site have been designed and sited in a similar manner to those already approved, in a way which is considered to have negligible additional impact upon the historic cultural heritage significance of the precinct (Table E13.2 - HP3).

The design and siting of buildings and works complies with the relevant design criteria / conservation policy listed in Table E13.2 HPs:

- The proposed bond stores respect the principles of the architectural style dominant in the precinct (Georgian) by virtue of being located behind the existing distillery and differentiating itself as a utilitarian, non-heritage building in keeping with its use in scale, height, roof pitch, rhythm, materials - **the three (3) stores and two (2) water tanks will be clad in “Windspray” custom orb cladding and roofing (a)**;
- The proposed structures are located behind the main frontage (the approved distillery) which fronts Main Street and that provides a strong edge to the street and which retains the characteristics of the heritage buildings adjacent to the site (b);
- The structures are not close to the street (c);
- The proposed structures are to the rear, and subservient to the approved distillery buildings (which are not listed), and do not dominate the streetscape or places listed in Table 13.1 specifically Dysart House at 26 Main Street Kempton (d);
- The proposal is not associated with any “visually prominent facades” **as the new bond stores are storage ‘sheds’** with no windows and a single access point which supports the integrity of the buildings and use, and which are located behind and subservient to, the existing approved buildings which provide the main façade (e);
- As demonstrated in the drawings (Appendix B) the roof form is compliant (f);
- There are no proposed structures that would be classed as ‘**outbuildings**’ (g); and
- No new fencing is proposed (h).

The above assessment demonstrates that the proposal is therefore able to meet the Performance Criteria (P2).

<p>A3 <i>No Acceptable Solution</i></p>	<p>P3 <i>Extensions to existing buildings must not detract from the historic cultural heritage significance of the precinct.</i></p>
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As the proposal does not involve an extension to an existing building this clause is not considered applicable.

<p>A4 <i>No Acceptable Solution</i></p>	<p>P4 <i>New front fences and gates must be sympathetic in design, (including height, form, scale and materials), and setback to the style, period and characteristics of the precinct.</i></p>
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As the proposal does not include a new front fence and gates this clause is not considered applicable.

5 Conclusion

This report has been prepared in support of a Planning Application for the development of land at 26 Main Street, Kempton (CT 102388/1).

The application is to be lodged with the Southern Midlands Council for assessment.

This proposal seeks approval for the erection of three bond stores to accompany the existing distillery on the site, and the modification of the existing internal road and car park with associated civil works.

The development is on land zoned **'Village' with the** proposed use (storage) classed as discretionary.

There are three overlays on the site: Bushfire-Prone Areas, Heritage Precinct and Waterway and Coastal Protection Areas.

The proposal has been considered against the development standards of the Village Zone (Clause 16.0) and the proposal generates the following discretions under the *Southern Midlands Interim Planning Scheme 2015* (the Scheme):

Village Zone

16.3.1 Non-Residential Use P2 (noise emissions)

16.4.3 Design P1 (non-residential building)

Codes

E1.0 Bushfire-Prone Areas Code;

E5.0 Road and Railway Assets Code;

E6.0 Parking and Access Code;

E7.0 Stormwater Management Code;

E11.0 Waterway and Coastal Protection Code; and

E13.0 Historic Heritage Code

The proposal has been assessed against all relevant scheme criteria and is found to either comply with the Acceptable Solutions or satisfy the relevant Performance Criteria. The application is considered to be acceptable with respect to the Planning Scheme requirements and therefore ought to be supported by the Planning Authority.

Appendix A
Titles

SEARCH OF TORRENS TITLE

VOLUME 102388	FOLIO 1
EDITION 9	DATE OF ISSUE 04-May-2016

SEARCH DATE : 22-Mar-2022

SEARCH TIME : 09.05 AM

DESCRIPTION OF LAND

Town of KEMPTON
 Lot 1 on Diagram 102388
 Derivation : Part of 76 Acres Gtd. to J. Johnson
 Derived from Statement No. Y. 15,665

SCHEDULE 1

E19675 & M566205 JOHN GEORGE IBRAHIM Registered 22-Mar-2016
 at noon

SCHEDULE 2

Reservations and conditions in the Crown Grant if any
 E46523 MORTGAGE to Commonwealth Bank of Australia
 Registered 04-May-2016 at noon

UNREGISTERED DEALINGS AND NOTATIONS

182892 Priority Sealed Plan Lodged by LEARY COX & CRIPPS on
 15-Mar-2022 BP: 182892

UNREGISTERED DEALINGS REPORT

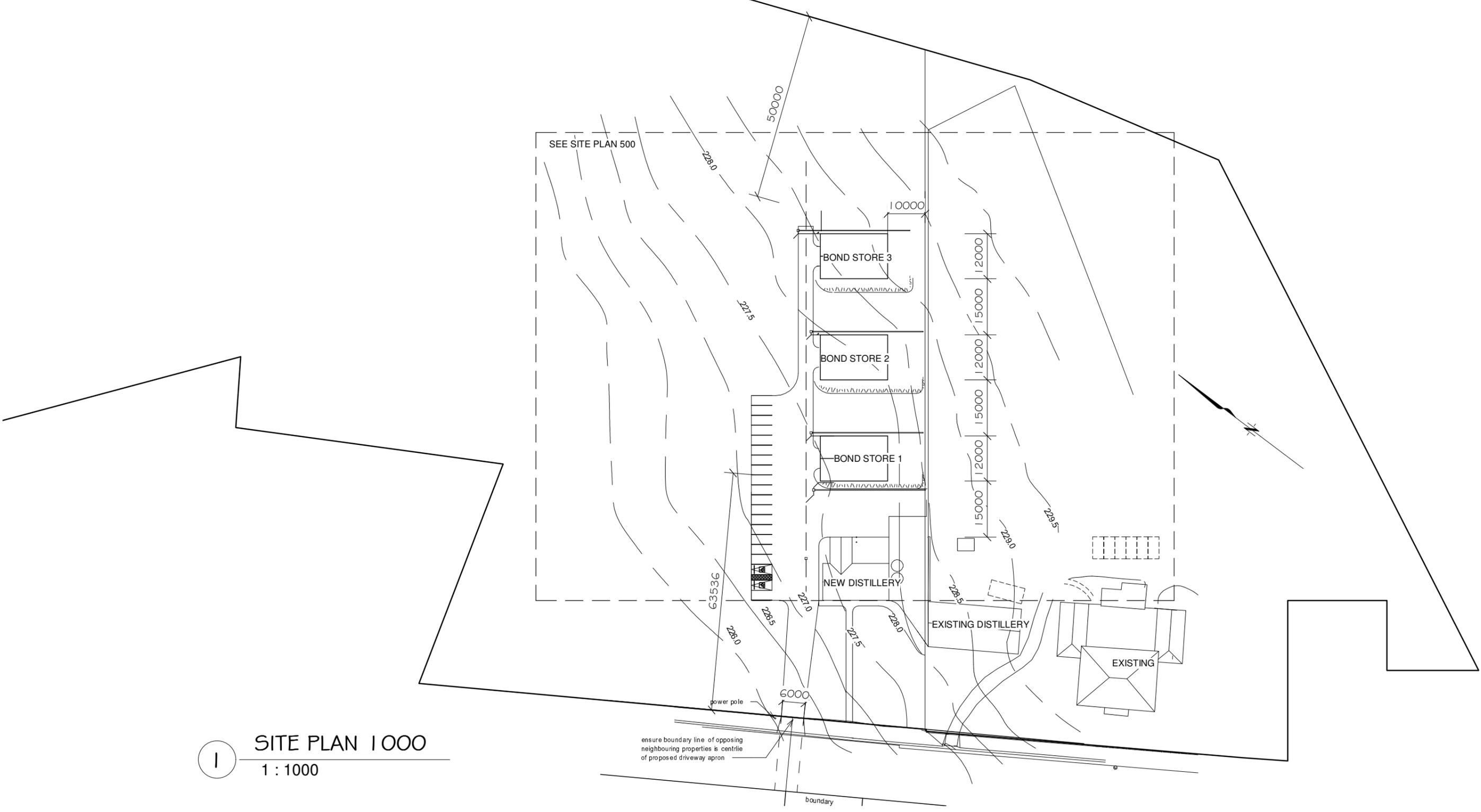
SEARCH DATE : 22-Mar-2022

SEARCH TIME : 09:06 am

CT: 102388/1

182892 Priority Sealed Plan Lodged by LEARY COX & CRIPPS on
15-Mar-2022 BP: 182892

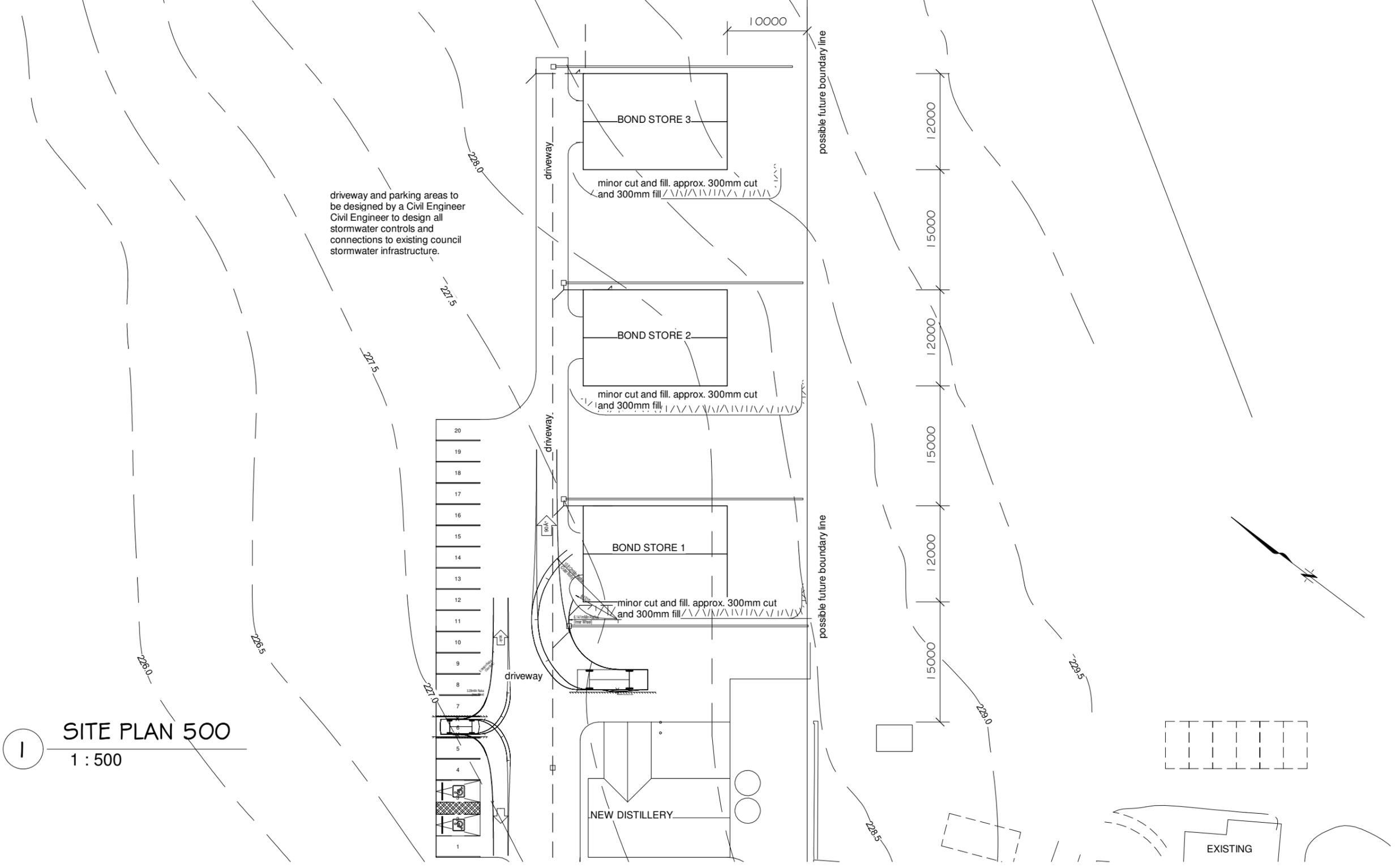
Appendix B
Drawing Set



1 SITE PLAN 1 000
1 : 1000

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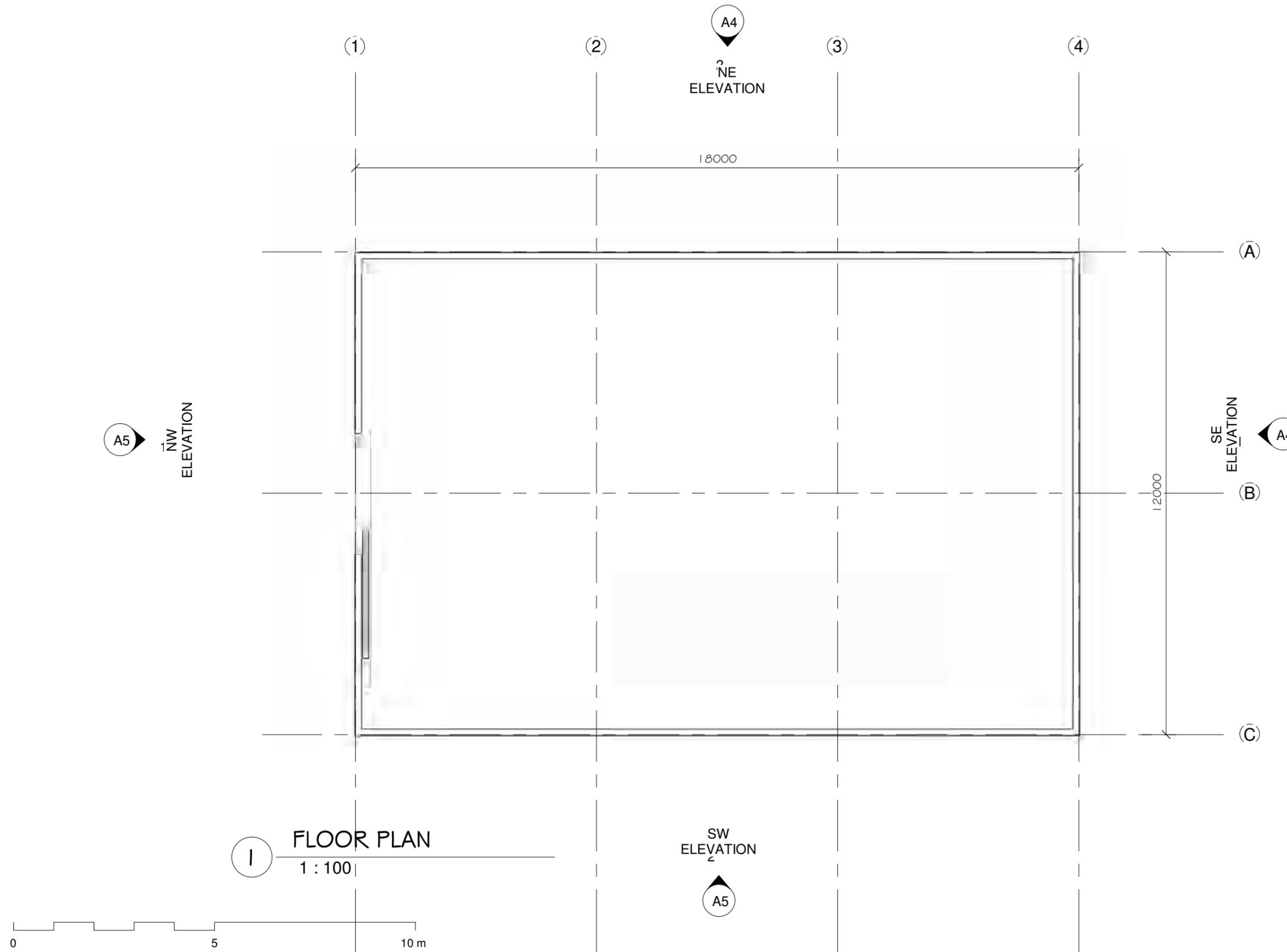
CLIENT: Proposed Bond Stores Kempton Distillery		Rev. AMENDMENT DATE		Site Plan		
		A	front setback measurement to Bond Store	3/09/21		
<p>PRINT REDUCTION BAR A3 SHEET</p>				SCALE: 1 : 1000	DATE: 25/08/21	JOB / DRAWING No. -A1
<p>TASTECH BUILDING SYSTEMS T 03 6263 5800 65 South Arm Road, Rokeby, 7019 E info@tastechbuildings.com.au W www.tastechbuildings.com.au</p>				DRAWN: Mick	REVISION	110



SITE PLAN 500
1 : 500

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<p>CLIENT: Proposed Bond Stores Kempton Distillery</p>	<p>TASTECH BUILDING SYSTEMS T 03 6263 5800 65 South Arm Road, Rokeby, 7019 E info@tastechbuildings.com.au W www.tastechbuildings.com.au</p>		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">Rev.</th> <th style="width: 60%;">AMENDMENT</th> <th style="width: 35%;">DATE</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Rev.	AMENDMENT	DATE																<p style="text-align: center;">Site Plan 500</p>
Rev.	AMENDMENT	DATE																				
<p>PRINT REDUCTION BAR A3 SHEET</p> <p><small>ALL RIGHTS RESERVED TASTECH BUILDING SYSTEMS. NO REPRODUCTION UNLESS WRITTEN CONSENT GIVEN</small></p>	<p>SCALE: 1 : 500</p> <p>DRAWN: Author</p>		<p>DATE: 25/08/21</p>	<p>JOB / DRAWING No. -A2</p> <p style="text-align: right;">REVISION </p> <p style="text-align: right;">111</p>																		

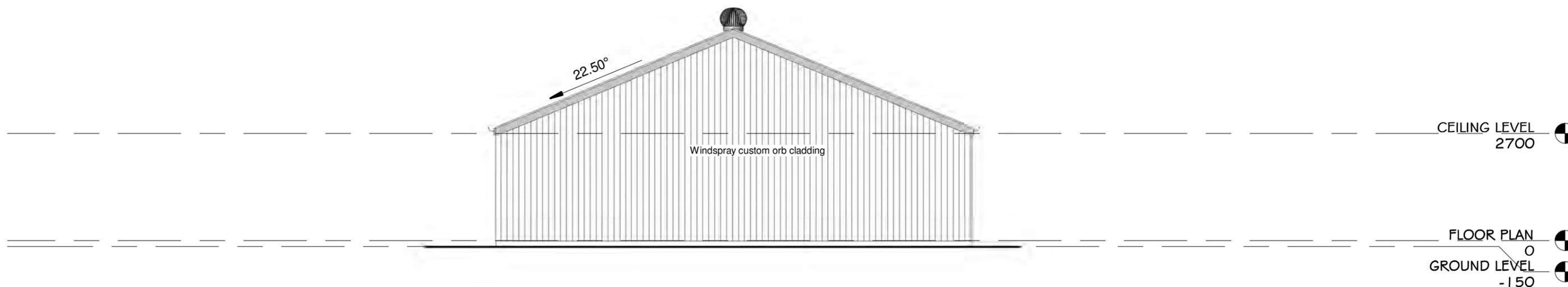


1 FLOOR PLAN
1 : 100

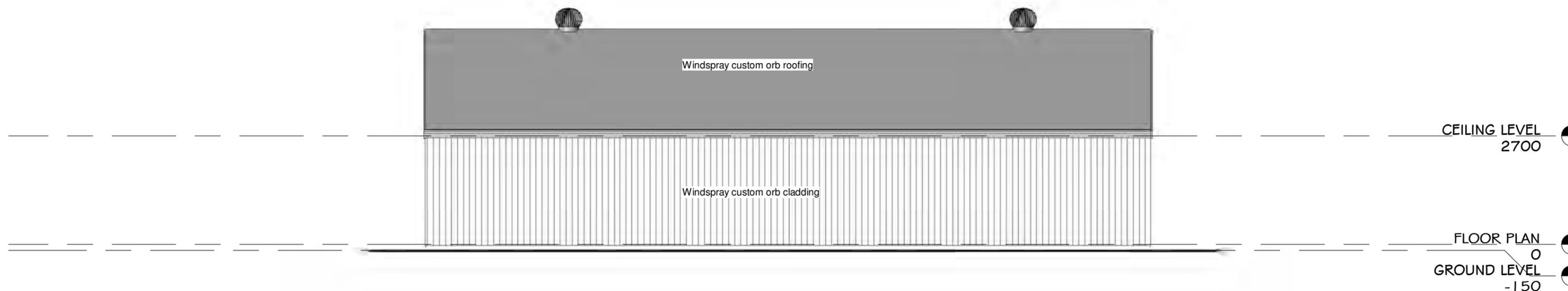


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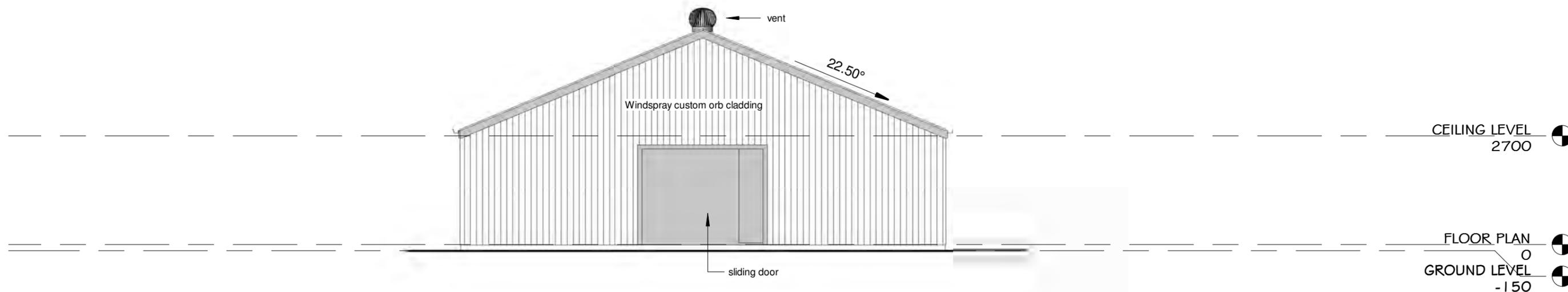
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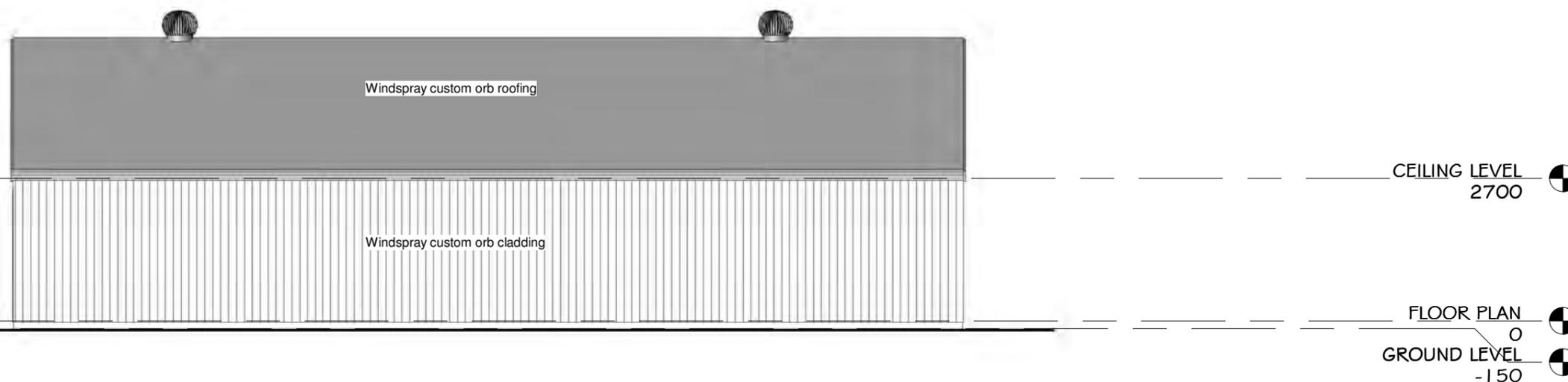
2 NE ELEVATION
1 : 100



TasTech Building Systems 80 COWLE ROAD BRIDGEWATER TAS 7030 Ph. 03 6263 5800 Fax. 03 6263 5899	DESCRIPTION:		SCALE: 1 : 100	TITLE: Elevations	Notes:
	WIDTH:		FILE:	Client: Proposed Bond Stores Kempton Distillery	
	BAY SIZE:		DRG. No: A4	Address:	
	EAVES HEIGHT:		DATE: 25/08/21		Drawn: ME13



1 NW ELEVATION
1 : 100



2 SW ELEVATION
1 : 100

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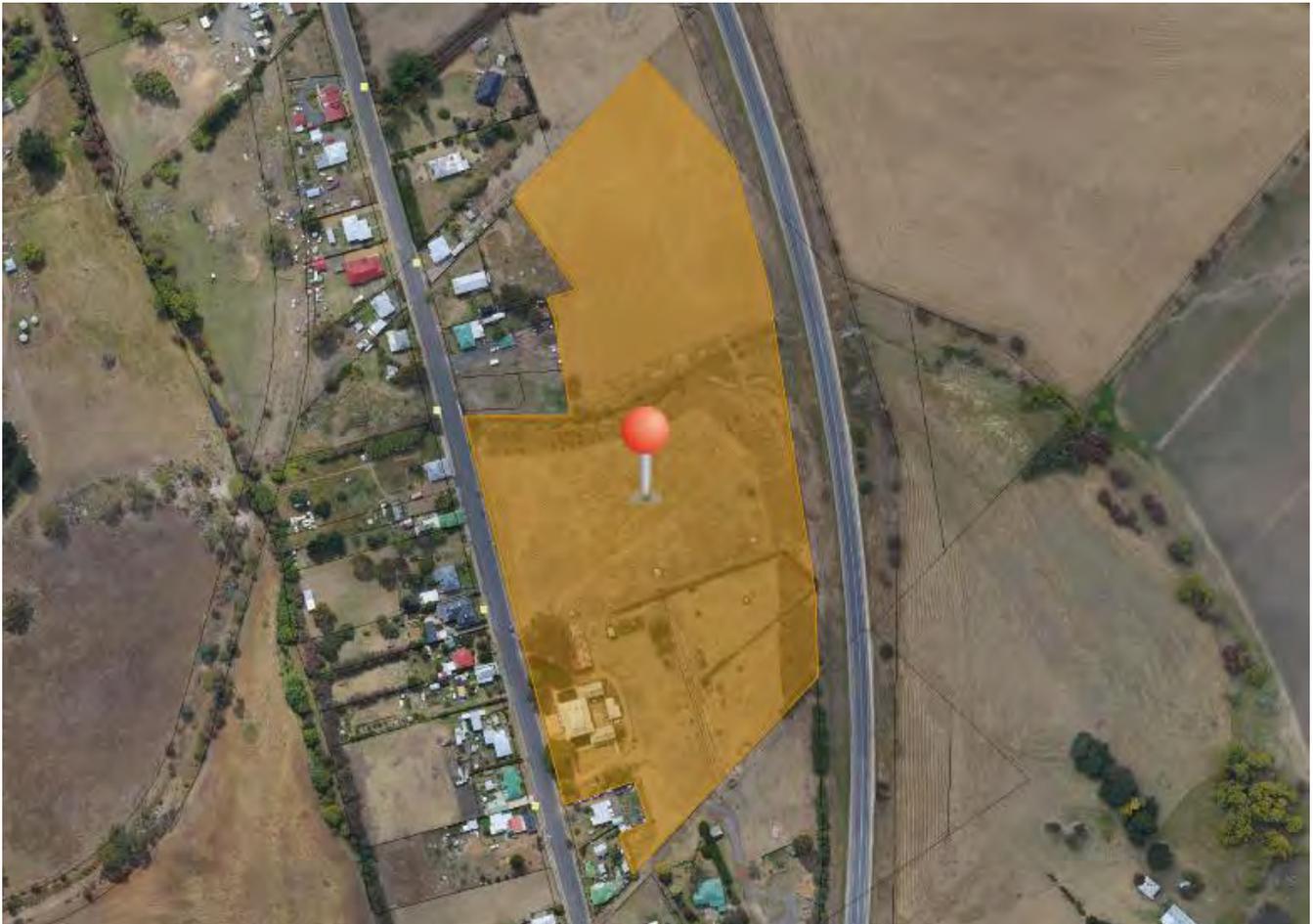
<p>CLIENT: Proposed Bond Stores Kempton Distillery</p>	<p>TASTECH BUILDING SYSTEMS T 03 6263 5800 65 South Arm Road, Rokeby, 7019 E info@tastechbuildings.com.au W www.tastechbuildings.com.au</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">Rev.</th> <th style="width: 60%;">AMENDMENT</th> <th style="width: 35%;">DATE</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Rev.	AMENDMENT	DATE																			<p style="text-align: center; font-weight: bold;">Elevations</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">SCALE: 1 : 100</td> <td style="width: 15%;">DATE: 25/08/21</td> <td style="width: 20%;">JOB / DRAWING No. -A5</td> <td style="width: 35%;">REVISION</td> </tr> <tr> <td>DRAWN: Author</td> <td></td> <td style="text-align: center; font-size: 24px;">114</td> <td style="text-align: center;"> <div style="border: 1px solid black; border-radius: 50%; width: 20px; height: 20px; margin: 0 auto;"></div> </td> </tr> </table>	SCALE: 1 : 100	DATE: 25/08/21	JOB / DRAWING No. -A5	REVISION	DRAWN: Author		114	<div style="border: 1px solid black; border-radius: 50%; width: 20px; height: 20px; margin: 0 auto;"></div>
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Appendix C

Bushfire Hazard Management Report



Bushfire Hazard Management Plan Report
Hazardous Use Bond Stores - 26 Main Street, Kempton

Client: Old Kempton Distillery
Date: March 2022

Prepared by: Rhys Menadue

BUSHFIRE PRONE DEVELOPMENT SOLUTIONS — 14 Reynolds Court, Dynnryne, TAS 7005

T: 0407 595 317 E: bpdstas@gmail.com

Contents

1.	Introduction	2
2.	Limitation of Report	3
3.	Site Description and Background	3
3.1	Property Details	5
3.2	Classification of Vegetation	6
3.3	Slope	6
4.	Bushfire Attack Level (BAL) Assessment	6
5.	Property Access	8
6.	Water Supply	8
7.	Hazard Management Areas	9
8.	Hazardous Use	10
9.	Conclusion	10
10.	Recommendations	10
11.	References	10

Appendix A – Compliance Specification Notes

Appendix B – Topographic Map with Cadastral & Contour Overlay - indicates subject site

Appendix C – Site Images

Appendix D – Extract from JMG Planning Report addressing Code E1.o compliance

Appendix E – Bushfire Hazard Management Plan; and Planning Certificate & Certificate of Qualified Person

(Form 55) 2021.07-26 Main - Rev 3

Appendix F – Bushfire Emergency Plan & Bushfire Action Plan

1. Introduction

The intent of this report is to confirm the suitability of the bushfire prone parcel of land to be successfully further developed for Hazardous Use (the properties are deemed *Hazardous* as they have *The amount of hazardous chemicals used, handled, generated or stored on site exceeds the manifest quantity as specified in the Work Health and Safety Regulations 2012*) associated with the development in accordance with the Southern Midlands Interim Planning Scheme 2015 and the Building Regulations 2016.

The assessment describes the site and surrounding area, classifying the vegetation, assessing the slope and environmental features. This report and Appendices also address the Hazardous Use requirements in accordance with the Southern Midlands Interim Planning Scheme 2015 and the Building Regulations 2016.

This report should be included with approval documentation forming part of and in support of the Bushfire Hazard Management Plan and accompanying Certification.

2. Limitation of Report

This report has been prepared for the abovementioned clients for their use and distribution only. The intent of the report is to provide technical specification for the Bushfire Hazard Management Plan and to be used as supporting documentation for the Regulatory Application. Should submitted Regulatory Application Plans differ from the Certified Plans in this reports Appendix then an amended design review should be conducted to determine the suitability of any amendments in relation to the Bushfire Prone Area Requirements of the Building Regulations.

It is also to be noted that the site assessment been conducted in May 2021 and does not consider the possibility of altered site conditions either naturally occurring or where currently maintained or excluded vegetation conditions change due to a lack of ongoing maintenance.

It should be noted that compliance with the recommendations contained in this assessment does not mean that there is no residual risk to life safety or property as a result of bushfire. A residual level of risk remains which recognizes that removing the risk to life and property in absolute terms is not achievable while people continue to build in bushfire prone areas. This limitation is expressed in the following extract from AS 3959 (2018) which states (in the forward),

It should be borne in mind that the measures contained in this Standard cannot guarantee that a building will survive a bushfire event on every occasion. This is substantially due to the degree of vegetation management, the unpredictable nature and behavior of fire, and extreme weather conditions.

This level of residual risk is inherent in all bushfire standards and also applies to this assessment. Should the recommendations and requirements of this Report and accompanying Bushfire Hazard Management Plan be appropriately implemented the use/development is unlikely to cause or contribute to the occurrence or intensification of bushfire on the site or adjacent land.

3. Site Description and Background

The Property operated as “Old Kempton Distillery Tasmania” consists of the existing Dysart House, stables and the distillery building (under construction), all currently wholly located at 26 Main Street, Kempton. Recently the property has been approved for subdivision – refer to Figure 1 below, which is the approved BHMP for the subdivision and also has provision for future building developments. This application seeks to approve further development being hazardous use bond stores associated with the distillery operation on the Balance Lot at 26 Main Street, Kempton.

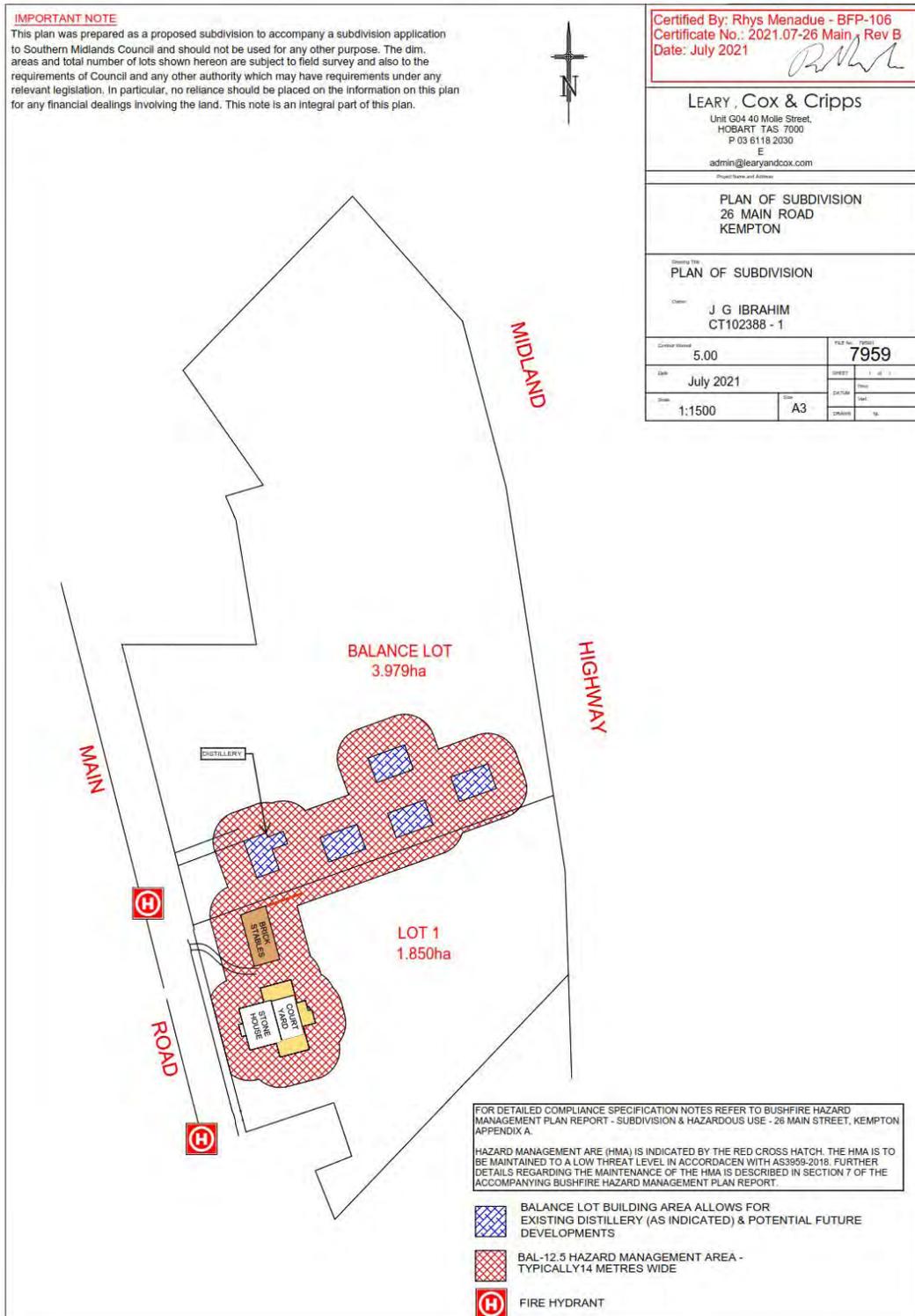


Figure 1 – Previously Approved Subdivision BHMP, now superseded.

This proposal has triggered the legislative need for a formalised *Bushfire Hazard Management Plan* and *Bushfire Emergency Response/Action Plan* in accordance with the Southern Midlands Interim Planning Scheme 2015 and the Building Regulations 2016.

The property is currently combination of grasses and landscaped areas within the allotment, a riparian strip; and adjacent to the property is the Midland Highway road corridor, municipal road corridor and developed maintained lots.

The site has direct access to a pre-approved public road – Main Street. The property is provided with a municipal reticulated hydrant water supply for fire-fighting – the reticulated hydrant system coverage requires expansion within the Balance lot to serve all proposed building.

3.1 Property Details

Address: 26 Main Street, Kempton

Municipality: Southern Midland Council

Planning Scheme Overlay: 125.FRE Bushfire Prone Area; 125.HER Heritage Precinct

Zoned: 16.o Village

Title Reference: 102388/1

Type of Development/Use: Hazardous Use



Photo 1 - Aerial Photo with Cadastral Overlay – Subject site pinned and highlighted yellow

3.2 Classification of Vegetation

The vegetation affecting the site has been classified in accordance with Clause 2.2.3 of AS 3959-2018.

The site is surrounded by a combination of vegetation types, the highest of hazard levels being Riparian Woodland to the North and East and Grassland to the North, East and South (of the existing and proposed buildings). All other azimuths are currently well maintained, where with 100m of the site. The Bushfire-Prone vegetation affecting the site is predominantly the **Grassland** – Group G in accordance with AS3959-2018, as described above.

In this case, in accordance with Clause 2.2.2 of AS 3959-2018, the relevant Fire Danger Index for Tasmania of 50 (FDI 50).

When considering the definition of Bushfire Prone Area under the Building Regulations, it is evident the proposed development is located within a Bushfire-Prone Area Planning Scheme Overlay.

Note: in a bushfire there is a possibility of fire attack from any direction, not just the direction of the highest hazard.

Photo 1, above indicates the Bushfire Prone Vegetation described.

3.3 Slope

The Effective slope of the land under the classified vegetation is determined in accordance with Clause 2.2.5 of AS 3959-2018.

The *effective* slope under the bushfire prone vegetation is Upslope/Flatland 0°. Refer to Appendix A Image for topographic contour information.

4. Bushfire Attack Level (BAL) Assessment

The site Bushfire Assessment was undertaken in March 2021.

In accordance with Clause 2.2 of AS 3959-2018, the Simplified Procedure has been applied to determine the Bushfire Attack Level (BAL) for the proposed development site. In accordance with the Building Regulations 2016, fire-fighting water supply and vehicle access are also considered and discussed in the following sections.

Considering the current conditions, in accordance with AS3959-2009 the site is capable of achieving BAL-12.5 Hazard Management Area (HMA), which is the minimum standard required for a Hazardous Use. The accepted minimum standard for subdivision development is BAL-19, however in this case both lots are developed / to be developed for *Hazardous Use*, where the accepted minimum BAL rating / HMA is BAL-12.5.

Bush Fire Attack Level (BAL) AS3959-2018 Practical Workings (Table and figures below refer to AS3959-2018)

Assessed vegetation within 100m in all directions (denote relevant group)

Note 1: Refer to Table 2.3 and Figures 2.3 & 2.4 for description and classification of vegetation.

Note 2: If there is no classified vegetation within 100 m of the site then the BAL is LOW for that part of the site.

Vegetation classification (see Table 2.3)	North <input checked="" type="checkbox"/>	South <input checked="" type="checkbox"/>	West <input checked="" type="checkbox"/>	East <input checked="" type="checkbox"/>
	North-West <input type="checkbox"/>	South-East <input type="checkbox"/>	South-West <input type="checkbox"/>	North-East <input type="checkbox"/>
Group G - Grassland	YES	YES	YES	YES

Exclusions (where applicable)	Highlight relevant paragraph descriptor from clause 2.2.3.2.			
	(b) (c) (d) (e) (f)	(b) (c) (d) (e) (f)	(b) (c) (d) (e) (f)	(b) (c) (d) (e) (f)

Distance to classified vegetation - Current	North	South	West	East
	>14m	>14m	>14m	>14m
Hazard Management Areas (HMA) distance to classified vegetation to achieve BAL-12.5	14m	14m	14m	14m
Required minimum HMA to be established under this BHMP	14m	14m	14m	14m

Effective slope - Slope under the classified vegetation	Upslope/0° <input checked="" type="checkbox"/>			
	Downslope			
	>0 to 5 <input type="checkbox"/>			
	>5 to 10 <input type="checkbox"/>			
	>10 to 15 <input type="checkbox"/>			
	>15 to 20 <input type="checkbox"/>			

BAL value for each side of the site	BAL-12.5	BAL-12.5	BAL-12.5	BAL-12.5
-------------------------------------	----------	----------	----------	----------

Determination of Bushfire Attack Level (BAL)

The Current BAL for this site is:	BAL-12.5
NOTE:	<p>The BAL rating is based upon the condition of vegetation encountered at the time of inspection. The vegetation within the lot shall be maintained to a Low Threat Level (in accordance with AS3959-2018); and vegetation external to the site may be subject to change over time - this BAL rating does not account for any future change to the state of/hazard levels of vegetation within or external to the site.</p> <p>The BAL rating only applies to the addition as indicated below - <u>it is NOT a site generic BAL rating.</u></p>

5. Property Access

The primary access to the new and existing lot is from a sealed public road – Main Street.

It is currently expected the fire fighting vehicles would connect to the reticulated hydrant water supply on Main Street to defend the existing building on Lot 1 and the proposed Balance Lot.

The proposed bond store development on the Balance Lot will require provision of on-site hydrant water supply for fire-fighting, as the most disadvantaged part of the Balance Lot Building Area is greater than 120m from the existing fire hydrant which serves the Balance Lot Distillery Building.

Within the property boundaries, the access to the perimeter of the buildings will be adequately provided to facilitate fire-fighting to attempt to defend the building and to allow reasonable egress for occupants.

Emergency vehicle access is provided to the lots via the direct access to Main Street.

The proposed access shall satisfy the Deemed to Satisfy requirements of the Southern Midlands Interim Planning Scheme 2015, Part E Code, E1.0 Bushfire-Prone Areas Code, Development Standard E1.6.2 Subdivision: Public and fire-fighting access and the Directors Determination – Requirements for Building in Bushfire-Prone Areas (transitional) Table 4.2B – Refer to the Certified Bushfire Hazard Management Plan Specification Notes and/or **Appendix A** – for detailed requirements.

6. Water Supply

The development does have access to a reticulated water supply suitable for fire-fighting.

Fire-fighting water supply is provided by a reticulated municipal fire hydrant system – it is assumed the existing system is in accordance with the Southern Midlands Interim Planning Scheme 2015, Part E Code, E1.0 Bushfire-Prone Areas Code, Development Standard E1.6.3 Subdivision: Provision of water supply and the Deemed to Satisfy requirements of the

Directors Determination – Requirements for Building in Bushfire-Prone Areas (transitional) Table 4.3A, all parts – Refer to the Certified Bushfire Hazard Management Plan Specification Notes and/or **Appendix A** – for detailed requirements.

The nominated Building Area on the Balance Lot allows for proposed future development – the municipal hydrant system is only sufficient to serve the distillery and the buildings on Lot 1.

This development of the proposed bond stores requires upgraded fire fighting hydrants, which are to be provided by a static water supply and hydrant system. The proposed on-site hydrant or static water supply system for fire-fighting, is capable of serving the most disadvantaged part of the Balance Lot bond store buildings. The on-site hydrant system is to be designed and installed in accordance with the Building Act (Tas) and all subordinate legislation/regulations.

7. Hazard Management Areas

Within the Balance Lot the hazard management is required to be undertaken regularly and is to ensure that Hazard Management Areas within the development can be considered *low threat* in accordance with AS3959-2018. The Hazard management Area (HMA) is to be in accordance with the previously approved Subdivision Hazard Management Plan. This revised Bushfire Hazard Management Plan (BHMP) indicates the area of the lot being managed to a low threat state and provides for suitable separation distances from the development building to hazard to achieve the BAL-12.5 Separation distances (the minimum *Hazardous Use* standard to be achieved is BAL-12.5). The Hazard Management Area (HMA) has/is to be established in accordance with the Bushfire Hazard Management Plan. The subdivision BHMP has been revised to suit the new building layout for the proposed bond stores applicable to this application.

The BHMP specified HMA demonstrates compliance with the Southern Midlands Interim Planning Scheme 2015, Part E Code E1.0 Bushfire-Prone Areas, E1.5 Use Standards - 1.5.2 Hazardous Use A3; and the Directors Determination – Requirements for Building in Bushfire-Prone Areas (transitional) Table 4.4 Requirements for Hazard Management Area, F. Hazard Management areas for new buildings and additions and alterations to buildings classified as *Hazardous Use* as defined in the *Bushfire-Prone Areas Code (Planning Directive 5.1)* - Refer to the Certified Bushfire Hazard Management Plan Specification Notes and/or **Appendix A** – for detailed requirements.

The HMA on lot 1 and the Balance Lot are partly co-dependent between the Distillery, Bond Stores and the Brick Stables, therefore a Part 5 agreement is to be established for the HMA co-dependence.

Maintenance of the Hazards within the lot are to include (but are not limited to):

HAZARD MANAGEMENT AREAS - (HMA) –

Hazard Management Area includes the area to protect the buildings as well as the access and water supplies.

Vegetation in the Hazard Management Area (the entire site) is to be managed and maintained in a minimum fuel condition, *Low Threat* vegetation in accordance with AS3959-2018.

Maintenance Schedule

- Removal of fallen limbs, leaf & bark litter
- Cut lawns short (less than 100mm) and maintain
- Remove pine bark and other flammable garden mulch
- Complete under-brushing and thin out the understorey
- Prune low hanging trees to ensure separation from ground litter
- Prune larger trees to establish and maintain horizontal and vertical canopy separation
- Minimise storage of petroleum fuels
- Maintain road access to the buildings to be defended and water storage area
- Remove fallen limbs, leaf & bark litter from roofs, gutters and around the building

8. Hazardous Use

The existing TFS approved *Bushfire Emergency Plan* and *Bushfire Action Plan* have been updated and revised in accordance with the proposed configuration and addition of the bond stores.

Hazardous Uses Planning Assessment is discussed in the JMG Planning Report, Section 4.2. the report discusses the acceptability of Code E1.5.2, P1.

Code E1.5.2, A2 and A3

The Emergency Management Strategy is addressed by provision of a TFS approved *Bushfire Emergency Plan* and *Bushfire Action Plan*, also in accordance with Part 4.5 of the Director's Determination – Requirements for Building in Bushfire-Prone Areas (transitional).

It is also noted the Old Kempton Distillery is already active in its Emergency Management Strategy and going forward will integrate the *Bushfire Hazard Management Plan* and *Bushfire Emergency Plan* and *Bushfire Action Plan* into the Emergency Management Strategy.

9. Conclusion

The Bushfire Hazard Management Plan indicates BAL Rating requirements within the development lot and demonstrates the development will be able to achieve compliant Hazard Management and HMA.

The proposed Bushfire Hazard Management Plan, read in conjunction with this document, along with the Certification of referenced documents demonstrates likely compliance with the Building Regulations 2016 and associated Directors Determination – refer above sections 5 to 8 where applicable compliance is referenced.

10. Recommendations

It is recommended the following be included as conditions of the Regulatory Approval documentation.

- Should environmental conditions (internal and external to the development) change from the time of assessment, particularly where vegetation types change, reassessment shall be required to determine the effectiveness of the Certified Bushfire Hazard Management Plan. It may be necessary to update and approve the Bushfire Hazard Management Plan throughout the life of the development so that it remains effective as intended by the Building Regulations 2014.

11. References

- Southern Midlands Interim Planning Scheme 2015
- Building Regulations 2016 and its referenced documents;
- LIST map version. Aerial Photograph [online]. Available from: <http://www.thelist.tas.gov.au/listmap/listmap>; and
- Standards Australia 2018, *Construction of buildings in bushfire prone areas*, AS 3959-2018.

Appendix A – Compliance Specification Notes

Standards for Property Access shall be compliant with Directors determination – Requirements for Building in Bushfire-Prone Areas (transitional) Table 4.2B – where fire fighting vehicles are required to enter the properties to fight fire

- B.** Property access length is 30 metres or greater; or access is for a fire appliance to a firefighting water point.
The following design and construction requirements apply to property access:
- a) All-weather construction;
 - b) Load capacity of at least 20 tonnes, including for bridges and culverts;
 - c) Minimum carriageway width of 4 metres;
 - d) Minimum vertical clearance of 4 metres;
 - e) Minimum horizontal clearance of 0.5 metres from the edge of the carriageway;
 - f) Cross falls of less than 3° (1:20 or 5%);
 - g) Dips less than 7° (1:8 or 12.5%) entry and exit angle;
 - h) Curves with a minimum inner radius of 10 metres;
 - i) Maximum gradient of 15° (1:3.5 or 28%) for sealed roads, and 10° (1:5.5 or 18%) for unsealed roads; and
 - j) Terminate with a turning area for fire appliances provided by one of the following:
 - (i) A turning circle with a minimum outer radius of 10 metres;
 - (ii) A property access encircling the building; or
 - (iii) A hammerhead “T” or “Y” turning head 4 metres wide and 8 metres long.

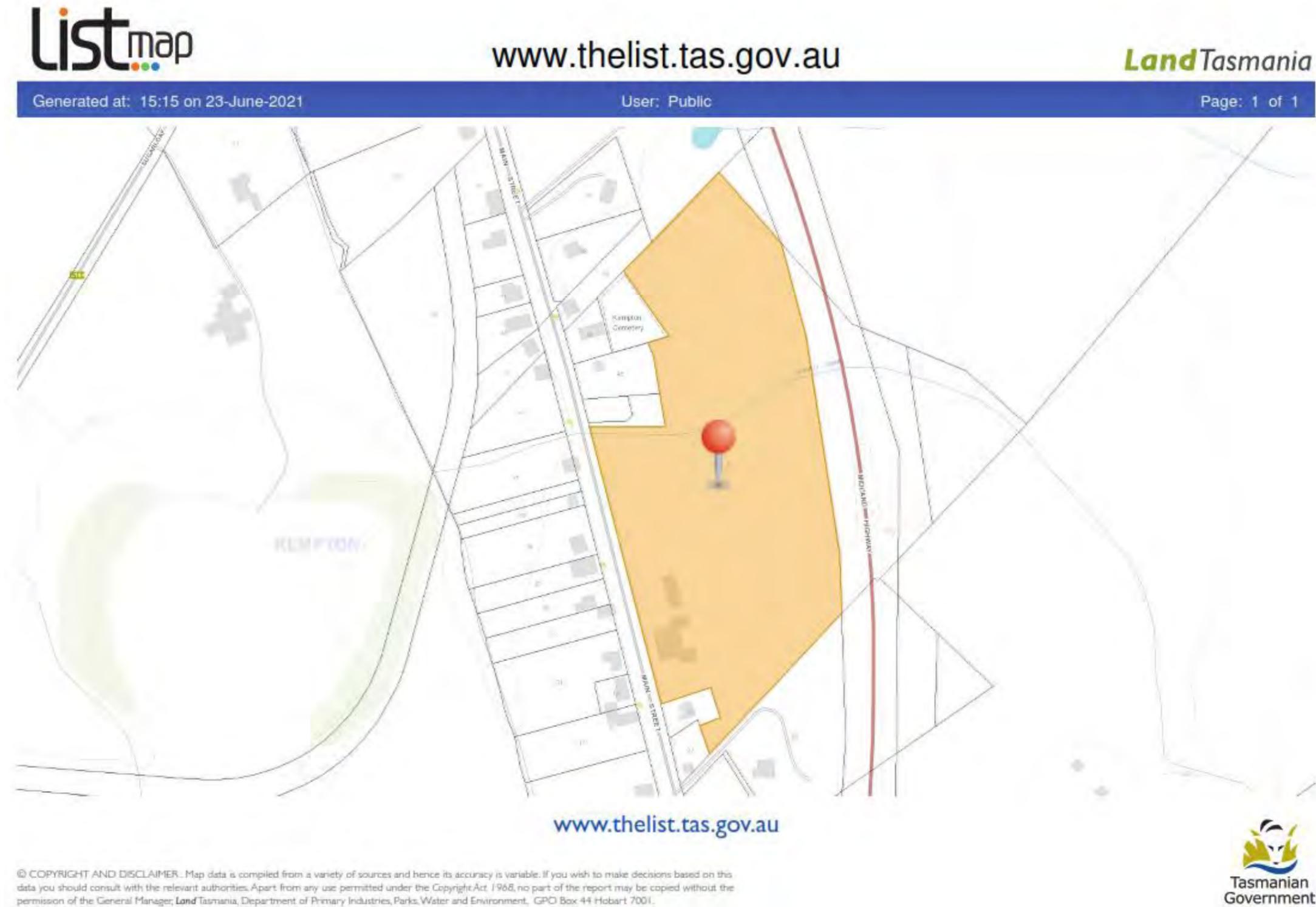
Standards for Reticulated Water Supply for Fire Fighting shall be compliant with Directors determination – Requirements for Building in Bushfire-Prone Areas (transitional) Table 4.3A all parts

- A.** Distance between building area to be protected and water supply
The following requirements apply:
- k) The building area to be protected must be located within 120 metres of a fire hydrant; and
 - l) The distance must be measured as a hose lay, between the water connection point and the furthest part of the building area.
- B.** Design criteria for fire hydrants
The following requirements apply:
- a) Fire hydrant system must be designed and constructed in accordance with TasWater Supplement to Water Supply Code of Australia WSA 03 – 2011-3.1 MRWA Edition 2.0; and
 - b) Fire hydrants are not installed in parking areas.
- C.** Hardstand
A hardstand area for fire appliances must be provided:
- a) No more than three metres from the hydrant, measured as a hose lay;
 - b) No closer than six metres from the building area to be protected;
 - c) With a minimum width of three metres constructed to the same standard as the carriageway; and
 - d) Connected to the property access by a carriageway equivalent to the standard of the property access.

Standards for Hazard Management Areas Requirements shall be compliant with Directors determination – Requirements for Building in Bushfire-Prone Areas (transitional) Table 4.4, Part F

- F.** Hazard management areas for new buildings and additions and alterations to buildings associated with a hazardous use
A new building or an alteration or addition including change of use, for a building determined as a hazardous use must:
- a) Be located on the lot so as to be provided with HMAs no smaller than the required separation distances for the BAL determined in the certified bushfire hazard management plan; and
 - b) Have an HMA established in accordance with a certified bushfire hazard management plan.

Appendix B – Topographic Map with Cadastral & Contour Overlay - indicates subject site – Not to Scale



Appendix C – Aerial Image depicting Site in yellow shading



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Land Tasmania

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Appendix D – Extract from JMG Planning Report addressing Code E1.0 compliance

4.2 Bushfire-Prone Areas Code [E1.0]

This code applies to a use, on land that is located within, or partially within, a bushfire-prone area, that is a vulnerable use or hazardous use. As the existing Use is 'hazardous' this Code applies and as such an assessment against the relevant Codes is required.

1.5.2 Hazardous Use

Objective: Hazardous uses can only be located on land within a bushfire-prone area where tolerable risks are achieved through mitigation measures that take into account the specific characteristics of both the hazardous use and the bushfire hazard.

<p>A1 No Acceptable Solution.</p>	<p>P1 A hazardous use must only be located in a bushfire-prone area if a tolerable risk from bushfire can be achieved and maintained, having regard to: (a) the location, characteristics, nature and scale of the use; (b) whether there is an overriding benefit to the community; (c) whether there is no suitable alternative lower-risk site; (d) the emergency management strategy and bushfire hazard management plan as specified in A2 and A3 of this Standard; and (e) other advice, if any, from the TFS.)</p>
--	--

A Hazardous Use approval is discretionary and must address E1.5.2 (P1) of the planning scheme.

The proposal is to enable the expansion of an existing resource processing use, which involves the storage of flammable liquid (distilled spirits). The distillery complex, the "Old Kempton Distillery Tasmania", consists of the existing Dysart House and stables (heritage listed) on one title and the new distillery building on the adjacent title, both currently located at 26 Main Street, Kempton.

The spirits will initially be processed at 26 Main Street and then stored (in the bond stores) on the subject site whilst it is aging. A resource processing use is a discretionary use in the Village zone which is a discretionary use within this zone. The proposed 'bond stores' use is classed as 'storage' which is also a discretionary use within this zone. Given that there is an existing distillery on the site, the size and utilitarian nature of the proposed sheds, the requirement for the size of the land and the operational need for the aging process to be undertaken within proximity to 26 Main Street, the subject site is ideal to meet the operational requirements of the use.

There are limited suitable alternative sites within proximity to the processing site. With the requirement for a large site in close proximity to the distillery, any alternative site would also be in a bushfire prone area. The property is currently a combination of grasses and landscaped areas within the allotment, a riparian strip; and adjacent to the property is the Midland Highway road corridor, municipal road corridor and developed maintained lots. The Bushfire-Prone vegetation affecting the site is predominantly *Grassland* - Group G in accordance with AS3959-2018.

The primary access to the bond stores (to the rear of the existing distillery) is from a sealed public road (Main Street) and emergency vehicle access is possible. Fire fighting vehicles will connect an on-site static water supply which is discussed in more detail in the BHMR. Within the property boundary access to the perimeter of the bond stores will be adequately provided to facilitate firefighting when attempting to defend the building and to allow reasonable egress for occupants.

Additionally, hazard management areas are able to be maintained and can be considered low threat when the Bushfire Hazard Management Plan (BHMP) is acted upon. Additionally, the Hazard management areas allow for separation distances from the development building to hazard to achieve the BAL-12.5 Separation distances (the minimum Hazardous Use standard to be achieved is BAL-12.5).

The proposal is therefore deemed to comply with the acceptable solution sub-clause (a).

The proposed bond stores will support the ongoing viability and capacity of the distillery, to the social and economic benefit of the local community and the broader general community. The modified risk

profile associated with increased site occupancy will need to be managed through appropriate emergency plan provisions. The bond stores will be built to ensure resilience to ember attacks and satisfactory performance in a bushfire setting. An amended Emergency Plan and Bushfire Action Plan is enclosed as Appendix C. As such, the proposal is considered to be of overriding benefit to the community.

The proposal is therefore deemed to comply with the acceptable solution sub-clause (b).

The choice of sites is limited by virtue of the development being integral to the existing distillery operation, the proposed location can achieve a BAL-12.5 rating, will be separated from the likely bushfire hazard by existing managed land and a new hazard management area, and can be serviced with existing access and proposed water supply; there are no other alternative sites that are considered practicable from a use and development perspective that would provide a substantially lower level of exposure.

The proposal is therefore deemed to comply with the acceptable solution sub-clause (c).

'Bushfire risk' refers to the interaction between a bushfire hazard, the community and its assets that may be impacted. A bushfire hazard management plan and emergency plan minimise risk to vulnerable occupants and the new development. A Bushfire Hazard Management Report (BHMR) has been prepared by an accredited person (please see Appendix C) based on TFS advice and in accordance with the requirements of the Code and the Director's Determination and are therefore considered to demonstrate an acceptable level of risk.

The proposal is therefore deemed to comply with the acceptable solution sub-clauses (d) and (e).

A certified Bushfire Hazard Management Plan will ensure a tolerable level of risk from exposure to dangerous substances, ignition potential, and contribution to the intensity of bushfire. The proposal is therefore able to meet the performance criteria (P1).

<p>A2 An emergency management strategy, endorsed by the TFS or accredited person, that provides for mitigation measures to achieve and maintain a level of tolerable risk that is specifically developed to address the characteristics, nature and scale of the use having regard to:</p> <p>(a) the nature of the bushfire-prone vegetation including the type, fuel load, structure and flammability; and</p> <p>(b) available fire protection measures to:</p> <p>(i) prevent the hazardous use from contributing to the spread or intensification of bushfire;</p> <p>(ii) limit the potential for bushfire to be ignited on the site;</p> <p>(iii) prevent exposure of people and the environment to the hazardous chemicals, explosives or emissions as a consequence of bushfire; and</p> <p>(iv) reduce risk to emergency service personnel.</p>	<p>P2 No Performance Criteria.</p>
--	---

An emergency management strategy is available in the Bushfire Hazard Management Report (please see Appendix C). The Emergency Plan has been prepared in accordance with the TFS Bushfire Emergency Planning Guidelines and AS 3745-2010 (where applicable). The proposed hazardous use was considered when reviewing the strategy and the existing emergency plan was found to be acceptable. The updated Emergency Plan has been approved by the Tasmania Fire Service.

The proposal is therefore deemed to comply with the acceptable solution (A2).

<p>A3 A bushfire hazard management plan that contains appropriate bushfire protection measures that is certified by the TFS or an accredited person.</p>	<p>P3 No Performance Criteria.</p>
---	---

A Bushfire Report has been prepared by an accredited person (please see Appendix C) that contains a Bushfire Hazard Management Plan (BHMP). The proposed BHMP includes requirements to minimise risk to occupants and the proposed building. This includes the provision of a hazard management area,

(which will limit exposure to ember attack and limited radiant heat), construction to AS 3959-2018 to improve building resistance and upgrades of existing access and water supplies to facilitate defensive firefighting and occupant egress. The BHMP is certified by an accredited person.

The proposal is therefore deemed to comply with the acceptable solution (A3).

Appendix E

- Bushfire Hazard Management Plan; and
- Planning Certificate & Certificate of Qualified Person (Form 55) 2021.07-26 Main - Rev B

Appendix F – Bushfire Emergency Plan & Bushfire Action Plan

IMPORTANT NOTE

This plan was prepared as a proposed subdivision to accompany a subdivision application to Southern Midlands Council and should not be used for any other purpose. The dimensions and total number of lots shown hereon are subject to field survey and also to the requirements of Council and any other authority which may have requirements under any relevant legislation. In particular, no reliance should be placed on the information on this plan for any financial dealings involving the land. This note is an integral part of this plan.



Certified By: Rhys Menadue - BFP-106
 Attachment 1
 Certificate No.: 2022-03-26 Main - Rev3
 Date: 5 March 2022
 AGENDA ITEM 12.1.1

LEARY, Cox & Cripps

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 E
 admin@learyandcox.com

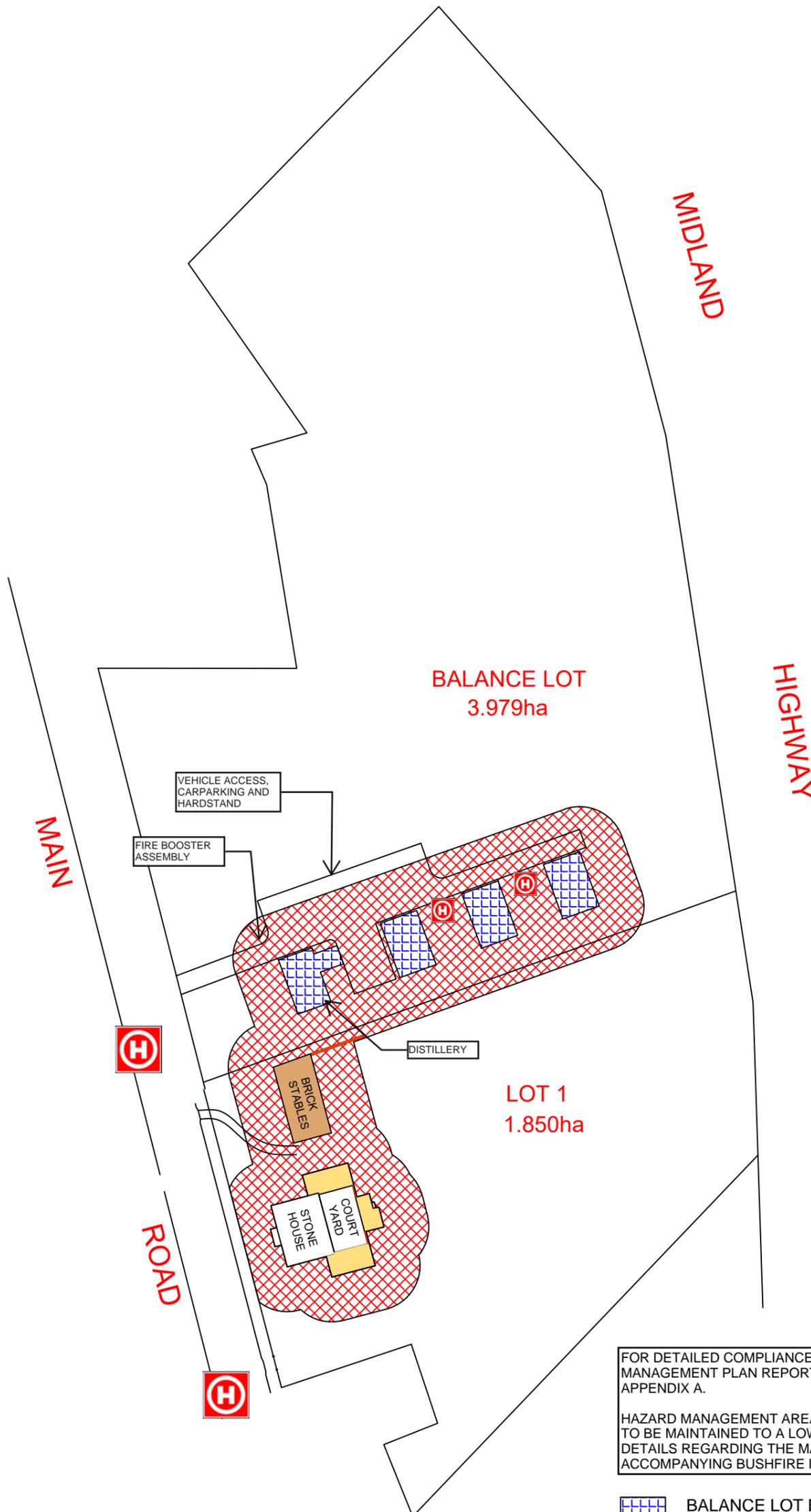
Project Name and Address

**PLAN OF SUBDIVISION
 26 MAIN ROAD
 KEMPTON**

Drawing Title
BUSHFIRE HAZARD MANAGEMENT PLAN

Owner
**J G IBRAHIM
 CT102388 - 1**

Contour Interval	5.00	FILE No. 795901	7959
Date	March 2022	SHEET	1 of 1
Scale	1:1500	DATUM	Horz.
		Size	Vert.
		DRAWN	NL



FOR DETAILED COMPLIANCE SPECIFICATION NOTES REFER TO BUSHFIRE HAZARD MANAGEMENT PLAN REPORT - HAZARDOUS USE BOND STORES- 26 MAIN STREET, KEMPTON APPENDIX A.

HAZARD MANAGEMENT AREA (HMA) IS INDICATED BY THE RED CROSS HATCH. THE HMA IS TO BE MAINTAINED TO A LOW THREAT LEVEL IN ACCORDANCE WITH AS3959-2018. FURTHER DETAILS REGARDING THE MAINTENANCE OF THE HMA IS DESCRIBED IN SECTION 7 OF THE ACCOMPANYING BUSHFIRE HAZARD MANAGEMENT PLAN REPORT.

-  BALANCE LOT BUILDING AREA ALLOWS FOR EXISTING DISTILLERY & BOND STORES
-  BAL-12.5 HAZARD MANAGEMENT AREA - TYPICALLY 14 METRES WIDE
-  FIRE HYDRANT

BUSHFIRE-PRONE AREAS CODE

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

1. Land to which certificate applies

The subject site includes property that is proposed for use and development and includes all properties upon which works are proposed for bushfire protection purposes.

Street address:

26 Main Street, Kempton

Certificate of Title / PID:

102388/1

2. Proposed Use or Development

Description of proposed Use and Development:

Hazardous Use

Applicable Planning Scheme:

Southern Midlands Interim Planning Scheme

3. Documents relied upon

This certificate relates to the following documents:

Title	Author	Date	Version
Bushfire Hazard Management Plan – Certificate No. 2022.03-26 Main Rev3	Rhys Menadue	March 2022	Rev 3
Bushfire Prone Area Development Report Hazardous Use – 26 Main Street, Kempton; and all referenced Appendices			

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

4. Nature of Certificate

The following requirements are applicable to the proposed use and development:

<input type="checkbox"/>	E1.4 / C13.4 – Use or development exempt from this Code	
	Compliance test	Compliance Requirement
<input type="checkbox"/>	E1.4(a) / C13.4.1(a)	Insufficient increase in risk

<input type="checkbox"/>	E1.5.1 / C13.5.1 – Vulnerable Uses	
	Acceptable Solution	Compliance Requirement
<input type="checkbox"/>	E1.5.1 P1 / C13.5.1 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
<input type="checkbox"/>	E1.5.1 A2 / C13.5.1 A2	Emergency management strategy
<input type="checkbox"/>	E1.5.1 A3 / C13.5.1 A2	Bushfire hazard management plan

<input checked="" type="checkbox"/>	E1.5.2 / C13.5.2 – Hazardous Uses	
	Acceptable Solution	Compliance Requirement
<input checked="" type="checkbox"/>	E1.5.2 P1 / C13.5.2 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
<input checked="" type="checkbox"/>	E1.5.2 A2 / C13.5.2 A2	Emergency management strategy
<input checked="" type="checkbox"/>	E1.5.2 A3 / C13.5.2 A3	Bushfire hazard management plan

<input type="checkbox"/>	E1.6.1 / C13.6.1 Subdivision: Provision of hazard management areas	
	Acceptable Solution	Compliance Requirement
<input type="checkbox"/>	E1.6.1 P1 / C13.6.1 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
<input type="checkbox"/>	E1.6.1 A1 (a) / C13.6.1 A1(a)	Insufficient increase in risk
<input type="checkbox"/>	E1.6.1 A1 (b) / C13.6.1 A1(b)	Provides BAL-19 for all lots (including any lot designated as 'balance')
<input type="checkbox"/>	E1.6.1 A1(c) / C13.6.1 A1(c)	Consent for Part 5 Agreement

<input type="checkbox"/>	E1.6.2 / C13.6.2 Subdivision: Public and fire fighting access	
	Acceptable Solution	Compliance Requirement
<input type="checkbox"/>	E1.6.2 P1 / C13.6.2 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
<input type="checkbox"/>	E1.6.2 A1 (a) / C13.6.2 A1 (a)	Insufficient increase in risk
<input type="checkbox"/>	E1.6.2 A1 (b) / C13.6.2 A1 (b)	Access complies with relevant Tables

<input type="checkbox"/>	E1.6.3 / C13.1.6.3 Subdivision: Provision of water supply for fire fighting purposes	
	Acceptable Solution	Compliance Requirement
<input type="checkbox"/>	E1.6.3 A1 (a) / C13.6.3 A1 (a)	Insufficient increase in risk
<input type="checkbox"/>	E1.6.3 A1 (b) / C13.6.3 A1 (b)	Reticulated water supply complies with relevant Table
<input type="checkbox"/>	E1.6.3 A1 (c) / C13.6.3 A1 (c)	Water supply consistent with the objective
<input type="checkbox"/>	E1.6.3 A2 (a) / C13.6.3 A2 (a)	Insufficient increase in risk
<input type="checkbox"/>	E1.6.3 A2 (b) / C13.6.3 A2 (b)	Static water supply complies with relevant Table
<input type="checkbox"/>	E1.6.3 A2 (c) / C13.6.3 A2 (c)	Static water supply consistent with the objective

5. Bushfire Hazard Practitioner

Name:	Rhys Menadue	Phone No:	0407 595 317
Postal Address:	14 Reynolds Court, Dynnyrne 7005	Email Address:	rhmenadue@gmail.com
Accreditation No:	BFP – 106	Scope:	1, 2, 3A, 3B, 3C

6. Certification

I certify that in accordance with the authority given under Part 4A of the *Fire Service Act 1979* that the proposed use and development:

- Is exempt from the requirement Bushfire-Prone Areas Code because, having regard to the objective of all applicable standards in the Code, there is considered to be an insufficient increase in risk to the use or development from bushfire to warrant any specific bushfire protection measures, or
- The Bushfire Hazard Management Plan/s identified in Section 3 of this certificate is/are in accordance with the Chief Officer's requirements and compliant with the relevant **Acceptable Solutions** identified in Section 4 of this Certificate.

Signed:
certifier



Name:

Rhys Menadue

Date:

March 2022

Certificate Number:

2022.03 – 26 Main –
Rev 3

(for Practitioner Use only)

CERTIFICATE OF QUALIFIED PERSON – ASSESSABLE ITEM

Section 321

Form **55**

To: *Owner /Agent*
 Address
 Suburb/postcode

Qualified person details:

Qualified person:
 Address:
 Licence No: Email address:
 Phone No:
 Fax No:

Qualifications and Insurance details: *(description from Column 3 of the Director of Building Control's Determination)*

Speciality area of expertise: *(description from Column 4 of the Director of Building Control's Determination)*

Details of work:

Address: Lot No:
 Certificate of title No:
 The assessable item related to this certificate: *(description of the assessable item being certified)*
 Assessable item includes –
 - a material;
 - a design
 - a form of construction
 - a document
 - testing of a component, building system or plumbing system
 - an inspection, or assessment, performed

Certificate details:

Certificate type: *(description from Column 1 of Schedule 1 of the Director of Building Control's Determination)*

This certificate is in relation to the above assessable item, at any stage, as part of - *(tick one)*
 building work, plumbing work or plumbing installation or demolition work:
 or
 a building, temporary structure or plumbing installation:

In issuing this certificate the following matters are relevant –

Attachment 1
AGENDA ITEM 12.1.1

Documents:	<ul style="list-style-type: none">• Bushfire Hazard Management Plan Report – Hazardous Use Bond Stores – 26 Main Street, Kempton, by Rhys Menadue dated March 2022 (inclusive of appendices A to F) – Rev 3
Relevant calculations:	<ul style="list-style-type: none">• In Accordance with AS3959-2009; and• the Building Regulations (TAS).
References:	<ul style="list-style-type: none">• AS3959-2009;• the Building Regulations (TAS); and• Building Code of Australia (BCA).

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

BAL Rating (BAL-12.5) & Bushfire Hazard Management Plan

Scope and/or Limitations

The assessment has been conducted according to information provided by the designer/client and freely available historical data and does not take into account the possibility of altered site conditions from the data relied upon.

It should be noted compliance with the recommendations contained in the certified documents does not mean that there is no residual risk to life safety and property as a result of bushfire. The limitation is expressed in the following extract from AS3959-2009, which states:

It should be borne in mind that the measures contained in this Standard cannot guarantee that a building will survive a bushfire event on every occasion. This is substantially due to the degree of vegetation management, the unpredictable nature and behaviour of fire, and extreme weather conditions.

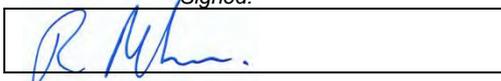
The level of residual risk is inherent in all bushfire standards and also applies to this certification.

The assessment has been undertaken and certification provided on the understanding that; -

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

Impacts of future development and vegetation growth have not been considered.

I certify the matters described in this certificate.

Qualified person:	<i>Signed:</i>	<i>Certificate No:</i>	<i>Date:</i>
		2022.03 – 26 Main – Rev 3	5 March 2022

BUSHFIRE EMERGENCY PLAN

Name of Site / Facility

Old Kempton Distillery

Address of Site / Facility

26 Main Street, Kempton

Plan Prepared By Rhys Menadue

Plan Approved By Rob Tyson

BFP No. 106

Date Approved March 2022

Plan Version 2

The purpose of this plan is to identify procedures for occupants and site managers to follow in the event of bushfire emergency.

This plan is comprised of:

1. Bushfire Emergency Plan
2. Bushfire Action Plan

This plan must be reviewed annually, prior to the bushfire season.

Information within this plan must be maintained, and key personnel must review their responsibilities under this plan.



REVIEW ANNUALLY

COPY TO TFS

fire@fire.tas.gov.au

Contents

1.0	Primary Emergency Management Action.....	3
2.0	Site Contact(s) & Details.....	3
3.0	Roles & Responsibilities	4
4.0	Emergency Contacts	4
5.0	Preparations prior to bushfire season	5
6.0	Evacuation Procedures.....	6
7.0	Shelter-In-Place Procedures.....	8
8.0	Procedures Following Bushfire	9
9.0	Pre-emptive Procedures	10
10.0	Attachments.....	10

Document Control

Revision	Date	Details
1	June 2021	TFS Approved
2	March 2022	Revised for proposed bond stores

1.0 Primary Emergency Management Action

The **Primary Action** to follow under **normal** bushfire conditions is to:

EVACUATE

Refer to Pre-Emptive Procedures when forecast conditions exceed normal

2.0 Site Contact(s) & Details

2.1 Site Emergency Contact(s)

Primary contact	Rob Tyson		
Position / role	Head Distiller / Chief Warden		
Phone number (BH)	0406 577 672	Phone number (AH)	0406 577 672
Secondary contact	Martin Turmine		
Position / role	CEO / Warden		
Phone number (BH)	0409 559 670	Phone number (AH)	0409 559 670

2.2 Site Details

Type of facility / site	Distillery and Bond Store		
Number of buildings	6	Number of employees	10
Number of occupants	<60	Number with support needs	Varies

Description of support needs

There are currently no employees with supported needs.

The sites provide for patrons with supported needs.

3.0 Roles & Responsibilities

The following table identifies the emergency control organisation (ECO) – the individuals responsible for implementing the emergency procedures in the event of a bushfire emergency.

Position	Name	Area of Responsibility	Mobile Phone No.
Chief Warden	Rob Tyson	Zone 2 – Distillery & Bond Store	0406 577 672
Deputy Chief Warden	Erin Cole	Zone 1 – Cellar Door & Office	0400 985 825
Warden	Martin Turmine		
Warden	Emma Stevenson		
Warden	Halley Bryant		
Warden	Felicity Watkins		

4.0 Emergency Contacts

Dial '000' for emergency assistance.



The following table identifies important contacts and information sources for bushfire emergency management purposes.

Name / Organisation	Details	Phone No. / Website
Fire, Police, Ambulance	Fire or Emergency	000
Tasmania Fire Service	Bushfire Hotline	1800 000 699
Tasmania Fire Service	Incident Information	www.fire.tas.gov.au
Bureau of Meteorology	Fire Weather Information	www.bom.gov.au
Tas Alert	Emergency Information	www.alert.tas.gov.au
Tas Police Community Alerts	Road Closures	www.police.tas.gov.au/community-alerts/
Royal Hobart Hospital		6166 8308
Local ABC Radio Station	Bushfire Alerts	ABC936AM or 97.1FM Radio

5.0 Preparations prior to bushfire season

5.1 Site Maintenance

Actions

1. Maintain the Hazard Management Area ensuring lawns and grassed areas are kept below 100 mm in height
2. Ensure no hazards are present which would contribute to increased fire intensity, removing rubbish piles etc.
3. Ensure vehicular access is kept clear and easily trafficable
4. Ensure first aid kits, fire extinguishers, emergency lighting etc. are current and serviceable
5. Ensure Roofs and gutters are free from leaf litter and debris
6. Ensure that vegetation adjacent to site boundary fences is maintained to prevent hazards accumulating

5.2 Emergency Management

Actions

1. Review Bushfire Emergency Plan to ensure details, procedures and contact phone numbers are correct.
2. Ensure Staff have been informed of, and are familiar with, the procedures laid out in the Bushfire Emergency Plan.
3. Ensure nominated off-site shelter is still a safe choice, confirming contact details if appropriate.
4. Make contact with management at off-site refuges if necessary confirming use during fire season.
5. Place current version of emergency plan and action plan in Main Office Reception/Administration
6. Ensure that all Staff are provided with current version of emergency plan and action plan
7. Ensure the nominated escape route to offsite refuge shelter is still a viable choice. If not, update Action Plan
8. Ensure adequate levels of drinking water are available to Staff & Patrons when assembling and evacuating

6.0 Evacuation Procedures

Evaluation of bushfire risk and the safety of employees and occupants has determined that the **PRIMARY** action to follow under normal bushfire conditions is to evacuate to a designated off-site refuge.

6.1 Assembly Points

Designated Evacuation Assembly Points

1. Emergency Assembly Point 'A' – the rear of Cellar Door in the orchard
2. Emergency Assembly Point 'B' – north of the Distillery driveway

6.2 Off-Site Refuge(s)

Primary Off-Site Refuge

Name of venue:	Kempton Oval
Address of venue:	130 main Street, Kempton
Nearest cross-street:	Sophia Street, Kempton
Map reference:	Grid D4 (attached Community Bushfire Protection Plan Map)
Venue phone number:	N/A
Travel time to venue:	5 Minute Drive

Secondary Off-Site Refuge

Name of venue:	Not Nominated – however if further evacuation from the Nearby Safe Place be required transport arrangements to be advised. Location of Secondary Off-Site Evacuation Centre to be determined TFS/Emergency Services.
Address of venue:	-
Nearest cross-street:	--
Map reference:	
Venue phone number:	-
Travel time to venue:	-

6.3 Evacuation Transportation Arrangements

Primary Transportation Arrangements

Number & type of vehicles required: Staff and Patrons to use own vehicles

Name of transport provider: N/A

Phone number: N/A

Time required before transport on-site: N/A

Secondary Transportation Arrangements

Number & type of vehicles required: Warden will be responsible for assisting any occupant without a vehicle to transport to safety as needed.

Name of transport provider: -

Phone number: -

Time required before transport on-site: -

6.4 Evacuation Procedures

Trigger(s)	Actions
1. Watch and Act Bushfire Alert for Area; or	Fire Warden to direct evacuation and advise Emergency Services
2. Emergency Warning Alert for Area;	Staff & Patrons to Proceed to Evacuation Assembly point
3. Direction to evacuate from TFS or TASPOL	All persons are to be accounted for. – Wardens to confirm all Patrons & Staff are accounted for
4.	Responsible Persons to close all doors and windows of buildings. Wardens to secure all other buildings
5.	Wear sturdy clothing and footwear if available.
6.	Using Bushfire Action Plan Map, Staff & Patrons to evacuate to nominated Off-site Shelter
7.	Do not drive through smoke or flame. If path is blocked, return to premises and shelter on site.
8.	Wardens are to account for all Patrons & Staff post evacuation

Once the threat has passed, refer to: ***Procedures Following Bushfire.***

7.0 Shelter-In-Place Procedures

Evaluation of bushfire risk and the safety of occupants has determined that the **SECONDARY** action to follow under normal bushfire conditions is to shelter at a designated on-site refuge.

7.1 On-Site Refuge(s)

Designated On-Site Refuges

1. The Cellar in the Cellar Door - Building 'A', if safe to do so.

7.2 Sheltering Procedures

Trigger(s)	Actions
1. Instructed by TFS/TAS Police; or	Wardens to account for all Patrons & Staff; Advise TFS, 000 that people are sheltering at premises
2. Prevented from Evacuation due to road closure etc.; or	Take shelter in the Cellar Door – Building 'A' protecting occupants from radiant heat
3. Fire in close proximity, considered too dangerous to leave.	Wardens to monitor building interior for outbreaks of fire within and extinguish if possible
4.	Soak towels and place under doors to exclude embers
5.	Wear sturdy clothing and footwear if available.
6.	Ensure occupants can exit structure if it catches fire.

Once the threat has passed, refer to: ***Procedures Following Bushfire.***

8.0 Procedures Following Bushfire

8.1 Shelter-In-Place

Actions

1. Ensure the safety of all people and seek medical assistance for those requiring it.
2. Ensure TFS /TASPOL are aware of situation with Staff & Patrons. (Sheltering, Safe/ injured etc.)
3. Ensure all people drink plenty of water to avoid dehydration.
4. Staff or Wardens to extinguish any spot fires still burning around premises if safe to do.
5. Chief warden to seek information and ensure fire front has passed.
6. No person should attempt to re-enter fire affected buildings or areas until safe and advised by TFS/TASPOL.
7. Fire warden to establish through TFS that it is safe to leave the refuge and roads are clear.
8. Chief Warden to review Emergency Plan for effectiveness, make note of weaknesses and amend as necessary.

8.2 Evacuate

Actions

1. Ensure the safety of all people and seek medical assistance for those requiring it.
2. Fire warden to establish through TFS that it is safe to leave the refuge and roads are clear.
3. No person should attempt to re-enter fire affected buildings or areas until safe and advised by TFS/TASPOL
4. Chief Warden to review Emergency Plan for effectiveness, make note of weaknesses and amend as necessary.

9.0 Pre-emptive Procedures

Evaluation of bushfire risk and the safety of occupants has determined that the following pre-emptive measures should be implemented outside of normal bushfire conditions.

Trigger(s)	Actions
1. Bushfire season	Wardens to daily monitor fire weather forecasts – checking TFS website daily. Wardens are to conduct an annual Bushfire Season briefing to Staff. New Staff are to be made aware of the site <i>Bushfire Hazard Management Plan</i> and associated <i>Bushfire Emergency Plan / Bushfire Action Plan</i>
2. Extreme Catastrophic Fire Conditions forecast	Warden to assess and monitor situation and keep Staff and subsequently Patrons informed of dangers. Consider closing Operations and evacuating site.
3. Watch and Act advised for area	Warden to assess and monitor situation and keep Staff and subsequently Patrons informed of dangers
4. Emergency Warning issued for Fire in Area	Warden to immediately assess situation and begin emergency action, evacuate or shelter.
5. Advice from the Tasmania Fire Service or Police.	Follow the instructions of Emergency Services.

10.0 Attachments

- Occupant/employee register - to be added and kept current by ECO
- Bushfire Action Plan
- Off-Site refuge map

BUSHFIRE ACTION PLAN

OFF-SITE REFUGE 1.3 KILOMETERS KEMPTON OVAL -130 MAIN ST, KEMPTON, TAS

EMERGENCY DIAL 000
Attachment 1
AGENDA ITEM 12.1.1

IN CASE OF BUSHFIRE

ENSURE ALL PERSONS ARE ACCOUNTED FOR

ATTEMPT TO MAKE CONTACT WITH CHIEF OR DEPUTY FIRE WARDENS

CONTACT TASMANIA FIRE SERVICE FOR SITUATION UPDATE ON 1800 000 699

PRIMARY ACTION

ASSEMBLE AT ASSEMBLY AREA AND EVACUATE TO KEMPTON OVAL AT 130 MAIN ST, KEMPTON, TAS

SECONDARY ACTION

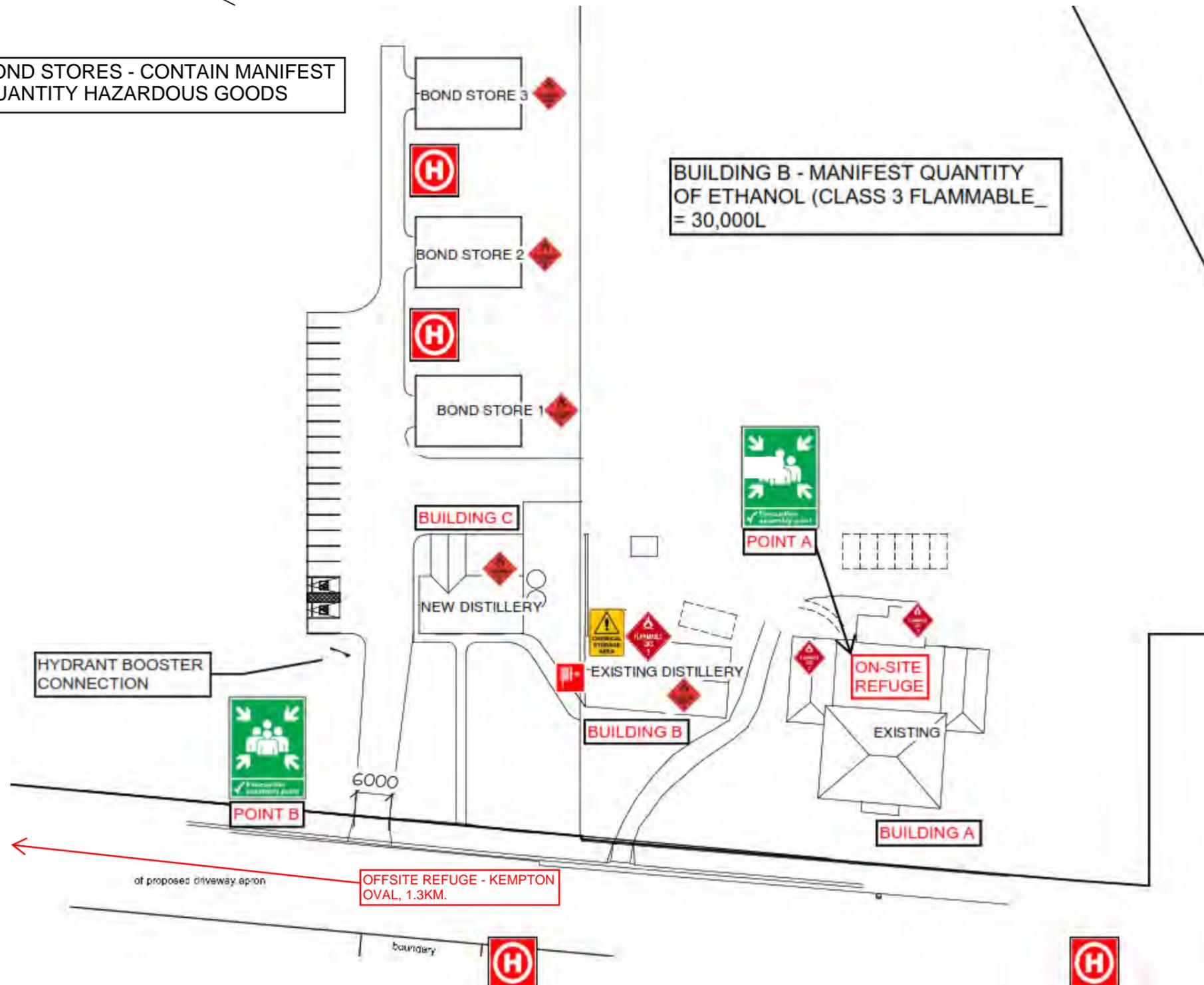
ASSEMBLE IN ON-SITE REFUGE

CLOSE ALL DOORS AND WINDOWS AND ISOLATE AIRCONDITIONING PLANT

DIAL 000 - ADVISE OF SITUATION

BOND STORES - CONTAIN MANIFEST QUANTITY HAZARDOUS GOODS

BUILDING B - MANIFEST QUANTITY OF ETHANOL (CLASS 3 FLAMMABLE) = 30,000L



-  EVACUATION ASSEMBLY POINT
-  FIRE HOSE REEL
-  GAS BOTTLES
-  HYDRANT
-  CLASS 3 FLAMMABLE
-  CHEMICAL STORAGE

BUSHFIRE ACTION PLAN
OLD KEMPTON DISTILLERY
26 MAIN STREET
KEMPTON TASMANIA 7150

SITE CONTACT 1
ROB TYSON
CHIEF FIRE WARDEN
HEAD DISTILLER
PHONE 0406 577 672

SITE CONTACT 2
MARTIN TURMINE
FIRE WARDEN
CEO
PHONE 0409 599 670

SITE CONTACT 3
ERIN COLE
DEPUTY CHIEF WARDEN
CELLAR DOOR MANAGER
PHONE 0400 985 825

PLAN REVISED AND CURRENT AS OF MARCH 2022

APPROVED
CHIEF OFFICER, TASMANIA FIRE SERVICE
PER HILSTON, BUSHFIRE RISK UNIT
151
Tasmania Fire Service
6/04/2022



Tasmania Fire Service

Community Bushfire Protection Plan

KEMPTON-MELTON MOWBRAY

March, 2013 | Version 1.2

Tasmania Fire Service may
not be able to protect you
during some bushfires.

Know what to do and
where to go when
threatened by bushfire.

Receive bushfire updates from Tasmania Fire Service



www.facebook.com/TasmaniaFireService



[@TasFireService](http://www.twitter.com/TasFireService)



www.fire.tas.gov.au RSS feeds

For more information please call
1800 000 699 or visit our website

www.fire.tas.gov.au

Are **YOU** bushfire ready? PREPARE • ACT • SURVIVE

Most of Tasmania is bushfire-prone. Every summer you need to be bushfire-ready.

This plan sets out the things you should do to survive a bushfire. **Get the latest version and use it to update your personal Bushfire Survival Plan.**



Tasmanian
Government

PREPARE | before the fire

- 1) **Prepare your home for bushfire.**
 - Use the Tasmania Fire Service *Bushfire Prepare to Survive* booklet or DVD.
 - Even if you plan to leave early, preparing your home gives you another shelter option, and firefighters a better chance to save it.
- 2) **Decide what you will do and write down your plan.**
 - Will you leave early, or will you stay and defend your home?
 - Decide now, and fill out your *Bushfire Survival Plan*.
- 3) **If you can, talk with your neighbours.**
 - What are their plans? Are they aware of your plans?
- 4) **Review your insurance policy.**
 - Are your home and contents covered for bushfire?

ACT | when fires are likely, or nearby

- 1) **Keep informed.**
 - Check the weather forecast and Fire Danger Rating daily.
 - Listen to ABC Local Radio, monitor the Tasmania Fire Service website www.fire.tas.gov.au and watch for smoke and fires.
 - If bushfires are in your area, don't wait for an official warning.
- 2) **Put your *Bushfire Survival Plan* into action.**
 - **The safest option for all bushfires is to leave early, before a bushfire threatens you and your home.**
 - Consider leaving immediately if 'Severe', 'Extreme' or 'Catastrophic' Fire Danger Ratings are forecast for the following day.
 - Leaving the day before because of a bad fire danger forecast isn't always practical. So, if waiting until a bushfire breaks out in your district, leave early before roads are cut by fire, fallen trees or power-lines.
 - Be prepared to stay away for several days. Head away from any fires; towards a town centre is often best.
 - **A safe option for some bushfires.**
For less intense bushfires, you may stay & defend your home if:
 - a) You have prepared it for bushfires, with fire-fighting equipment and plenty of water.
 - b) You are fit and emotionally prepared (it is best to evacuate children and other dependents early).
 - **An unsafe option is to 'wait and see', then flee at the last minute.**
 - If you don't have a plan, leave immediately.
 - If a bushfire catches you by surprise and it's unsafe to stay at home but too late to leave the area, go to a nearby safer place and wait for the fire front to pass through.

SURVIVE | after the fire

- 1) Make sure everyone's safe, check on your neighbours if you can.
- 2) Tune in to the Information Sources (listed on the map overleaf).
- 3) If at home, put out any embers and spot-fires threatening your home.
- 4) If your home is destroyed, contact your local council for assistance.



**In an emergency dial triple zero 000
or if a TTY user call 106**

Get your free *Bushfire Survival Plan* & *Bushfire Prepare to Survive* booklet & DVD
www.fire.tas.gov.au | Free call 1800 000 699

Attachment 1 NSP NEARBY SAFER PLACES AGENDA ITEM 12.1.1

A nearby safer place is somewhere close by you should be able to reach quickly and safely, and that gives shelter from radiant heat.



Using nearby safer places is not without risk. They are a last resort, not your only option.

Nearby safer places may include town centres; ground level water e.g. rivers, in-ground pools, dams; large open areas e.g. beaches, ploughed or green fields, golf courses, recreation grounds and community parks with very short grass; and approved bushfire bunkers.

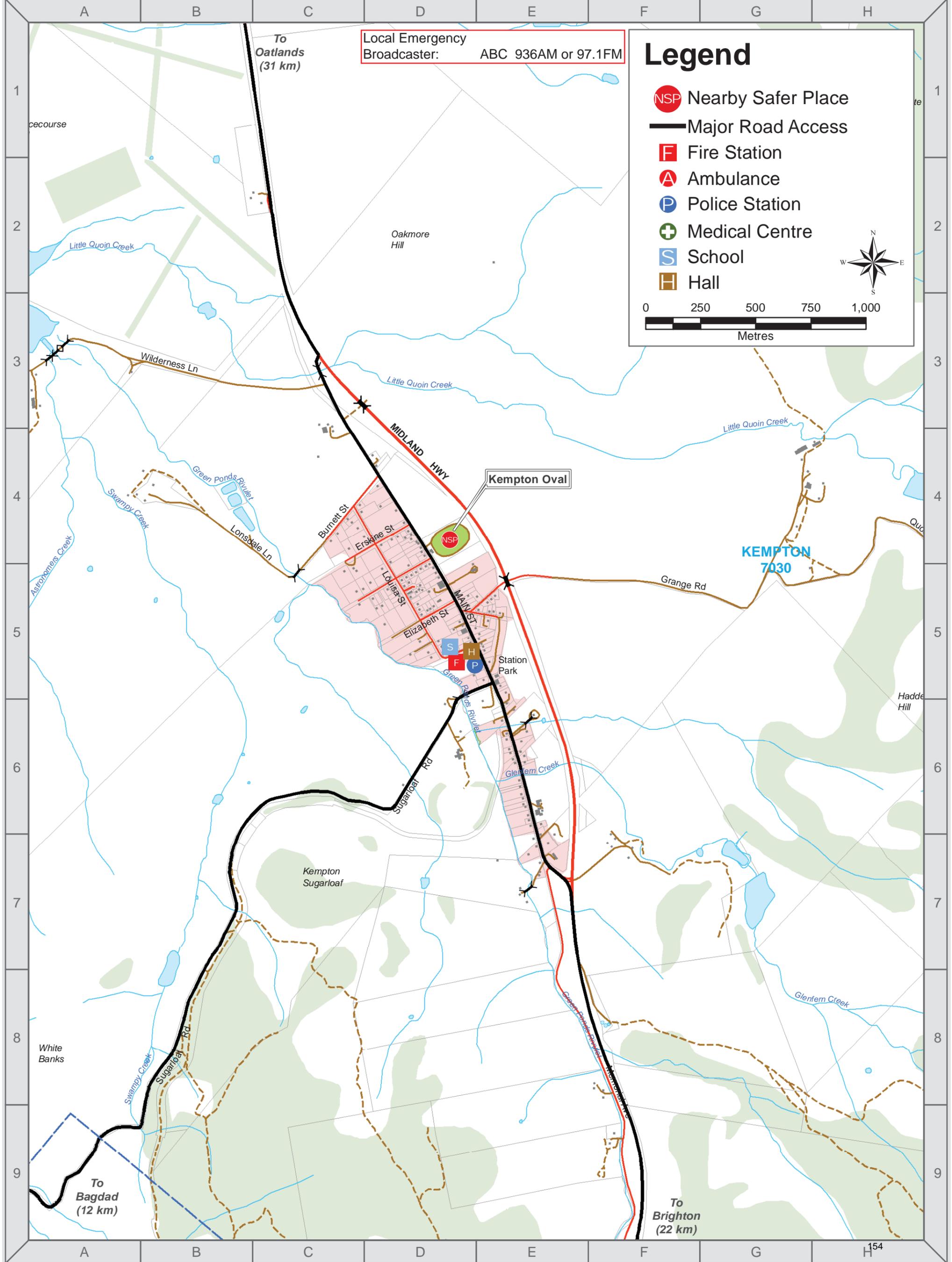
Tasmania Fire Service has identified some nearby safer places in this area (see below).

- List other nearby safer places, close to where you live, in your personal *Bushfire Survival Plan*.
- Prepare your home and identify nearby safer places. Otherwise, leave early.
- Travelling through fire impacted areas is unsafe and should be avoided, even in a car.

Nearby Safer Places:

- **Kempton Oval**
130 Main Street, Map Grid D4

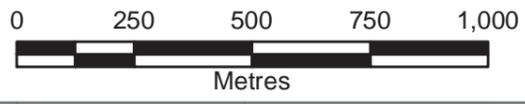
**Add nearby safer places to your
Bushfire Survival Plan.**



Local Emergency Broadcaster: ABC 936AM or 97.1FM

Legend

-  Nearby Safer Place
-  Major Road Access
-  Fire Station
-  Ambulance
-  Police Station
-  Medical Centre
-  School
-  Hall



To Oatlands (31 km)

Oakmore Hill

Kempton Oval

KEMPTON 7030

Station Park

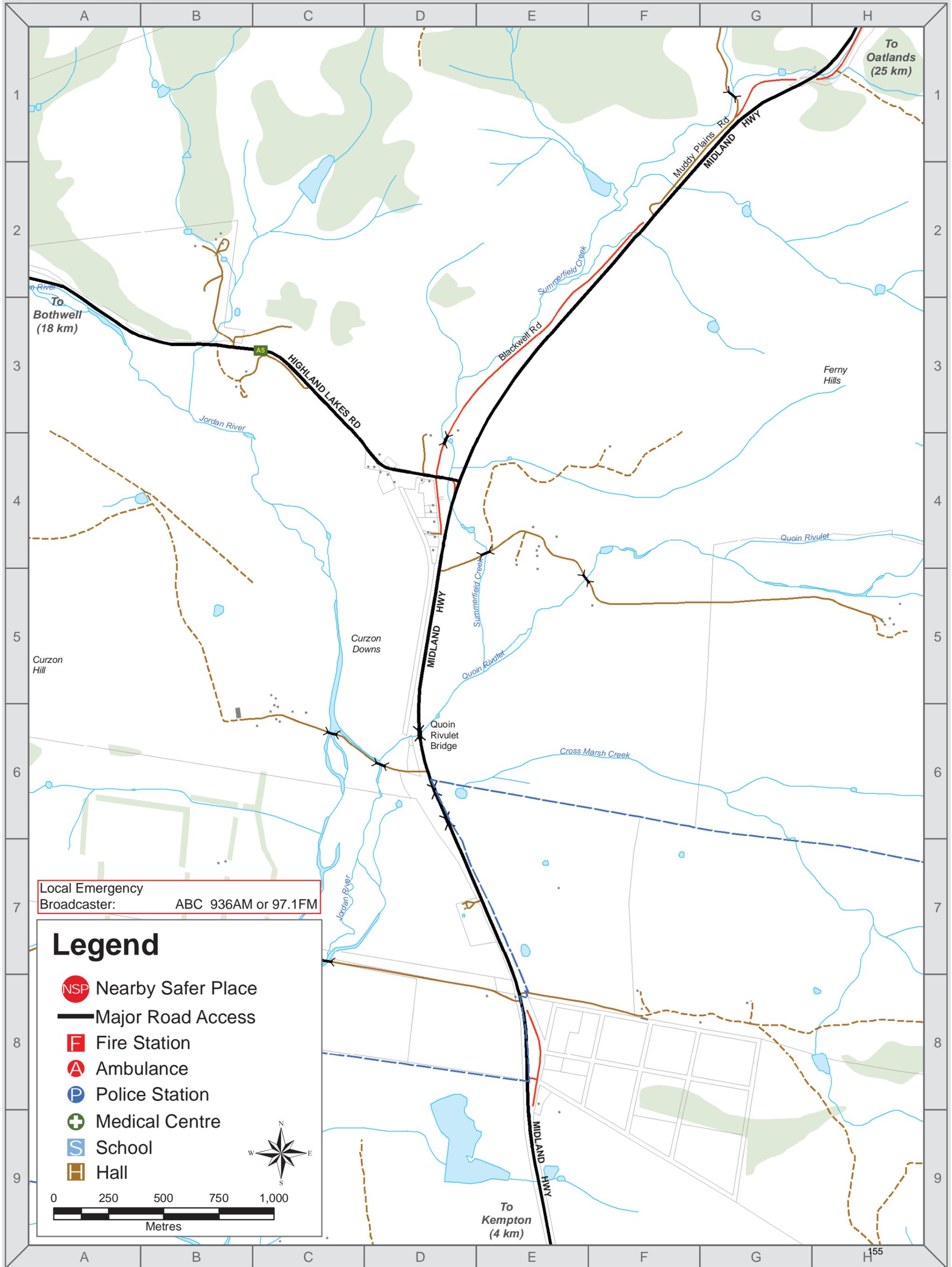
Kempton Sugarloaf

Hadde Hill

White Banks

To Bagdad (12 km)

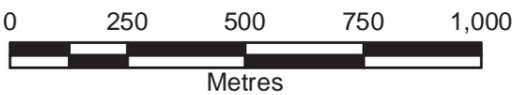
To Brighton (22 km)



Local Emergency Broadcaster: ABC 936AM or 97.1FM

Legend

-  Nearby Safer Place
-  Major Road Access
-  Fire Station
-  Ambulance
-  Police Station
-  Medical Centre
-  School
-  Hall



Appendix D
Notification Letter

JMG Ref: 210693PL

22nd March 2022

J G Ibrahim

19 Kinsella Street, Illawong NSW 2234

Dear Sir/Madam,

DEVELOPMENT APPLICATION - 26 MAIN STREET KEMPTON - THREE NEW BOND STORES

We advise that JMG Engineers and Planners seek to make a development application on behalf of Kempton Distillery for a mixed-use development on land 26 Main Road Kempton.

This development will require the erection of three new bond stores to the rear of the existing distillery [CT 102388/1].

Accordingly, we write to notify you of the application, in accordance with our statutory obligations under section 52(1) of the *Land Use Planning and Approvals Act 1993*.

More information will be available from Clarence Council when the application is formally advertised.

Yours faithfully,

JOHNSTONE MCGEE & GANDY PTY LTD



Katrina Hill

TOWN PLANNER

Appendix E
Civil Drawings

OLD KEMPTON DISTILLERY NEW BOND STORES 26 MAIN STREET KEMPTON HYDRAULIC SERVICES

ARCHITECT

CONSULTING ENGINEERS



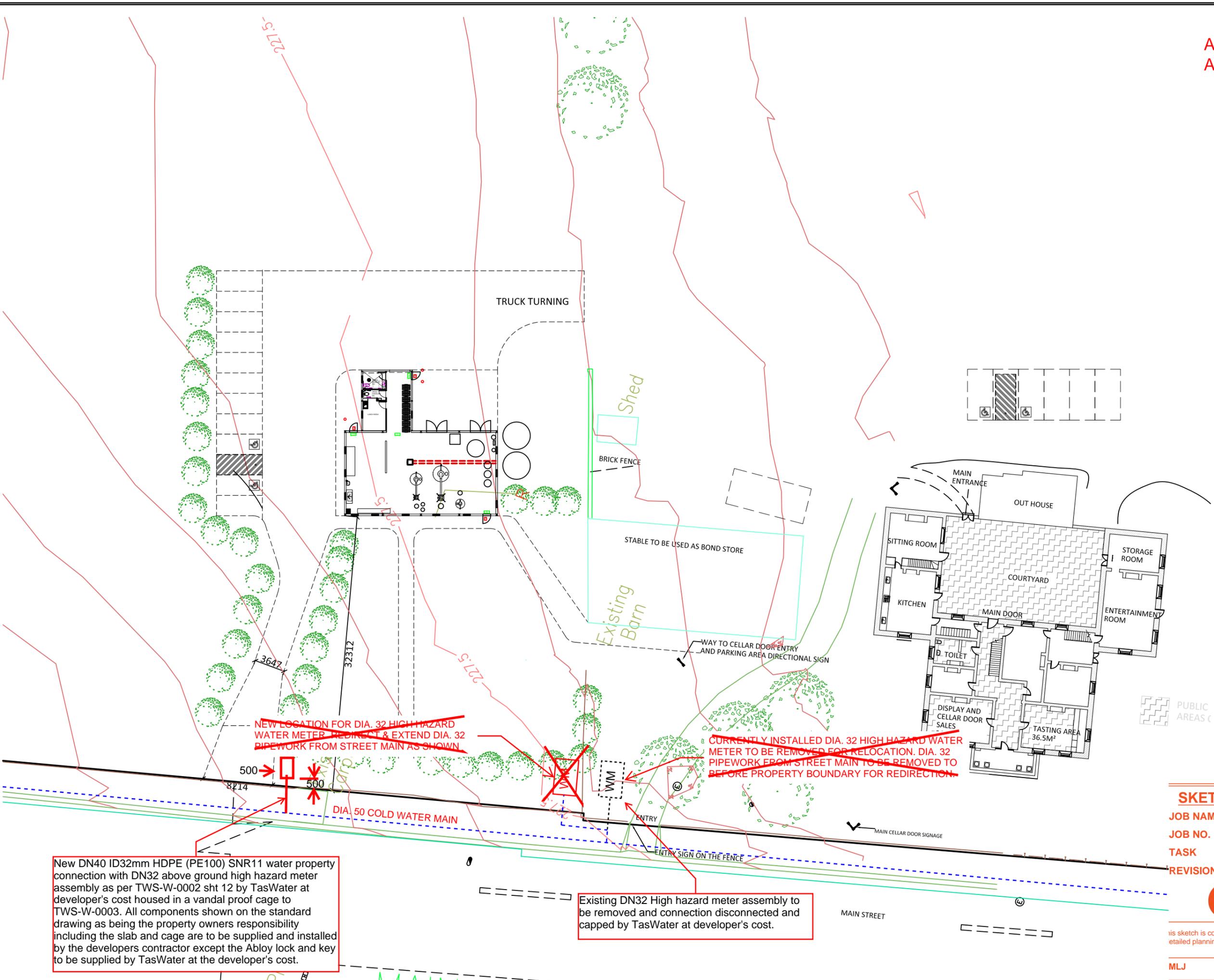
DRAWING SCHEDULE - HYDRAULIC SERVICES

5614.004-H01	DRAWING SCHEDULE & GENERAL NOTES
5614.004-H02	LEGEND OF SYMBOLS
5614.004-H03	SITE SERVICES INFRASTRUCTURE PLAN
5614.004-H04	WATER METER AND FIRE BRIGADE BOOSTER CONNECTION DETAIL PLAN
5614.004-H05	STANDARD DETAILS
5614.004-H06	BOOSTER DETAIL
5614.004-H07	WATER METER ASSEMBLY DETAIL
5614.004-H08	FIRE TANK LAYOUT PART PLAN

GENERAL NOTES

- ALL WORKS SHALL BE CARRIED OUT IN ACCORDANCE WITH:
 - BUILDING ACT.
 - RELEVANT ACTS.
 - INDUSTRIAL CODES.
 - CURRENT ISSUE OF RELEVANT AUSTRALIAN STANDARDS.
 - REQUIREMENTS OF RELEVANT STATUTORY AUTHORITIES.
 - OCCUPATIONAL HEALTH & SAFETY REQUIREMENTS.
 - OTHER LOCAL REGULATIONS RELEVANT TO SUCH INSTALLATIONS.
 - PROJECT SPECIFICATIONS.
- AUSTRALIAN STANDARDS AND CODES AND COMPANION STANDARDS AND CODES CURRENT AT THE TENDER DATE, SHALL APPLY TO THE CONTRACT WORKS, AND IN PARTICULAR AS 3500 AND B.C.A.. BRITISH AND IEC STANDARDS AND CODES SHALL APPLY WHERE THERE ARE NO AUSTRALIAN STANDARDS AND CODES.
- THE CONTRACTOR SHALL VISIT THE SITE AND BECOME CONVERSANT WITH THE EXISTING SITE, INCLUDING THE LOCATION OF THE EXISTING INFRASTRUCTURE AND SCOPE OF WORK REQUIRED UNDER THIS FITOUT. MAKE ALL THE REQUIRED ALLOWANCES TO COMPLETE THE WORKS.
- ALL NEW MATERIALS, EQUIPMENT AND COMPONENTS OF FIRST QUALITY AND CURRENT APPROVED MANUFACTURE SHALL BE USED THROUGHOUT. UNIFORMITY OF MANUFACTURERS OF THE VARIOUS FITTINGS, EQUIPMENT AND COMPONENTS SHALL BE MAINTAINED.
- THE CONTRACTOR SHALL OBTAIN NECESSARY FORMS AND GIVE NOTICE, IN THE APPROPRIATE FORMAT WITH SUPPORTING INFORMATION REQUIRED, TO AUTHORITIES HAVING JURISDICTION TO OBTAIN REQUIRED APPROVALS AND PERMITS AND PAY ASSOCIATED FEES.
- PROVIDE AS-INSTALLED MANUALS AND DRAWINGS FOR THE COMPLETE WORKS TO THE SATISFACTION OF THE SUPERINTENDENT. PREPARE DRAWINGS IN ACAD FORMAT (AUTOCAD 2010) ON USB AND ISSUE TOGETHER WITH 3 SETS OF PRINTS PRIOR TO PRACTICAL COMPLETION BEING GRANTED.
- CHECK ALL DIMENSIONS ON ARCHITECTURAL DRAWINGS AND ON SITE BEFORE COMMENCING CONSTRUCTION.
- CHECK ALL CEILING LEVELS ON ARCHITECTURAL DRAWINGS BEFORE COMMENCING CONSTRUCTION.
- ALL PENETRATIONS, HOLES, AND DAMAGE IN EXISTING SURFACES WHICH ARE TO REMAIN SHALL BE MADE GOOD. REFER TO ARCHITECTURAL DRAWINGS AND SPECIFICATION FOR DETAILS OF FINISHES AND QUALITY OF WORK.
- ALL EQUIPMENT INSTALLED EXTERNAL TO BUILDING SHALL BE WEATHERPROOF AND SUITABLE FOR EXTERNAL USE.
- ALL REFERENCE TO "BUILDER" SHALL MEAN THE CONTRACTOR WITH WHOM A CONTRACT IS ENTERED INTO FOR THE WHOLE OF THE CONTRACT WORKS.
- PROVIDE ALL SEALS NECESSARY ASSOCIATED WITH THE NEW SERVICES INSTALLATION PENETRATIONS TO MAINTAIN FIRE, SMOKE, THERMAL, ACOUSTIC, VERMIN AND MOISTURE SEPARATION.
- ALL PIPEWORK TO BE INSTALLED IN CEILING SPACE UNLESS NOTED OTHERWISE.
- PROVIDE ALL PENETRATIONS NECESSARY ASSOCIATED WITH THE HYDRAULIC SERVICES INSTALLATION.
- CO-ORDINATE WITH THE BUILDER AND ALL SERVICES CONTRACTORS RELATED TO THE AREA OF WORKS.
- PROVIDE DEFECT LIABILITY AND WARRANTY IN ACCORDANCE WITH THE MAIN CONTRACT.
- ALL PLANT AND EQUIPMENT SHALL BE INSTALLED WITH APPROPRIATE CLEARANCE FOR MAINTENANCE AND AS PER MANUFACTURER'S RECOMMENDATIONS.
- ALLOW FOR ALL JUMP-UPS, RISERS, ALTERING PIPES, INSPECTION OPENINGS AND FITTINGS AS REQUIRED BY AS3500.
- FIX PIPING HARD AGAINST UNDERSIDE OF FLOOR USING MINIMUM GRADIENTS TO MAXIMISE CLEARANCE HEIGHT UNDER.
- REFER TO ARCHITECTURAL EQUIPMENT SCHEDULES FOR DETAILS OF ALL FIXTURES, EQUIPMENT TYPES AND SETOUTS. TAPSETS INDICATE ON PLAN ARE DIAGRAMMATIC ONLY, REFER TO EQUIPMENT FIXTURE SCHEDULE FOR TAPSET TYPES (H&C TAPSET, MIXER TAPSET, E.T.C.)
- ALLOW TO SUPPLY AND INSTALL ALL STAINLESS STEEL COVER PLATES TO ALL ISOLATION VALVES, TEMPERING VALVES AND THERMOSTATIC MIXING VALVES WHICH ARE LOCATED IN VALVE BOXES RECESSED IN WALL CAVITIES WHICH ARE OTHERWISE NOT ACCESSIBLE.
- TEMPERING VALVES ARE TO BE INSTALLED TO ALL HOT WATER OUTLETS IN ACCORDANCE WITH AS3500 UNLESS OUTLET IS NOTED AS BEING SERVICED WITH T.M.V.
- BACKFLOW PREVENTION DEVICES ARE TO BE INSTALLED ON DOMESTIC HOT & COLD WATER IN ACCORDANCE WITH AS3500.
- ① - DENOTES FLOOR PLAN REFERENCE NOTE 1.

REV. DESCRIPTION	P.R.	P.R.	P.B.	DATE	DRAWING CHECK		CO-ORDINATION CHECK		CLIENT TASTECH BUILDING SYSTEMS T 03 6263 5800 65 South Arm Road, Rokeby, 7019 E info@tastechbuildings.com.au W www.tastechbuildings.com.au	PROJECT COVA Stronger Together 1300 35 7363 covathinking.com ACN 117 492 814	PROJECT OLD KEMTON DISTILLERY 26 MAIN STREET KEMPTON TAS 7030	TITLE HYDRAULIC SERVICES DRAWING SCHEDULE & GENERAL NOTES	SCALE @ A3 N.T.S. DIMENSIONS IN MILLIMETRES	STATUS PRELIMINARY ISSUE NOT TO BE USED FOR CONSTRUCTION	DRAWING No. 5614.004-H01	REV. B
					SIGNATURE	DATE	SIGNATURE	DATE								
B				09.11.21	DRAWN	P.R.	08.10.21	STRUCT.								
A				05.11.21	DESIGNED	P.R.	08.10.21	MECH.								
					DRAFTING	P.B.	11.10.21	ELECT.								
								HYDRAULIC								
								FIRE/ENV.								



~~NEW LOCATION FOR DIA. 32 HIGH HAZARD WATER METER. REDIRECT & EXTEND DIA. 32 PIPEWORK FROM STREET MAIN AS SHOWN.~~

~~CURRENTLY INSTALLED DIA. 32 HIGH HAZARD WATER METER TO BE REMOVED FOR RELOCATION. DIA. 32 PIPEWORK FROM STREET MAIN TO BE REMOVED BEFORE PROPERTY BOUNDARY FOR REDIRECTION.~~

New DN40 ID32mm HDPE (PE100) SNR11 water property connection with DN32 above ground high hazard meter assembly as per TWS-W-0002 sht 12 by TasWater at developer's cost housed in a vandal proof cage to TWS-W-0003. All components shown on the standard drawing as being the property owners responsibility including the slab and cage are to be supplied and installed by the developers contractor except the Abloy lock and key to be supplied by TasWater at the developer's cost.

Existing DN32 High hazard meter assembly to be removed and connection disconnected and capped by TasWater at developer's cost.

SKETCH IDENTIFICATION

JOB NAME KEMPTON DISTILLERY
 JOB NO. 5614.004
 TASK SKH01
 REVISION A



This sketch is concept level, and is for preliminary review only. No detailed planning or estimating shall be conducted based on the information contained herein.



DESIGN MEMO

TO: Development Engineer, Southern Midlands Council
FROM: Cameron Cecil
DATE: 20/09/2021
PROJECT: Old Kempton Distillery – 26 Main Street, Kempton
RE: Design Memorandum – Stormwater Quality – Revision 1

Tastech Building Systems Pty Ltd has engaged AD Design & Consulting to provide advice on the stormwater management requirements for a proposed New Distillery at 26 Main Street, Kempton.

This document aims to satisfy the Stormwater Management Code (E7.0) of the Southern Midlands Interim Planning Scheme 2015 through:

- determining the requirements for stormwater quality treatment devices to satisfy pollutant reduction targets.

Key site details are tabulated in Figure 1.

Table 1: Site details

Location	26 Main Street, Kempton
Municipality	Southern Midlands Council
Planning Controls	Southern Midlands Interim Planning Scheme 2015
Zoning	Village
Property Area	Approximately 5.8 ha

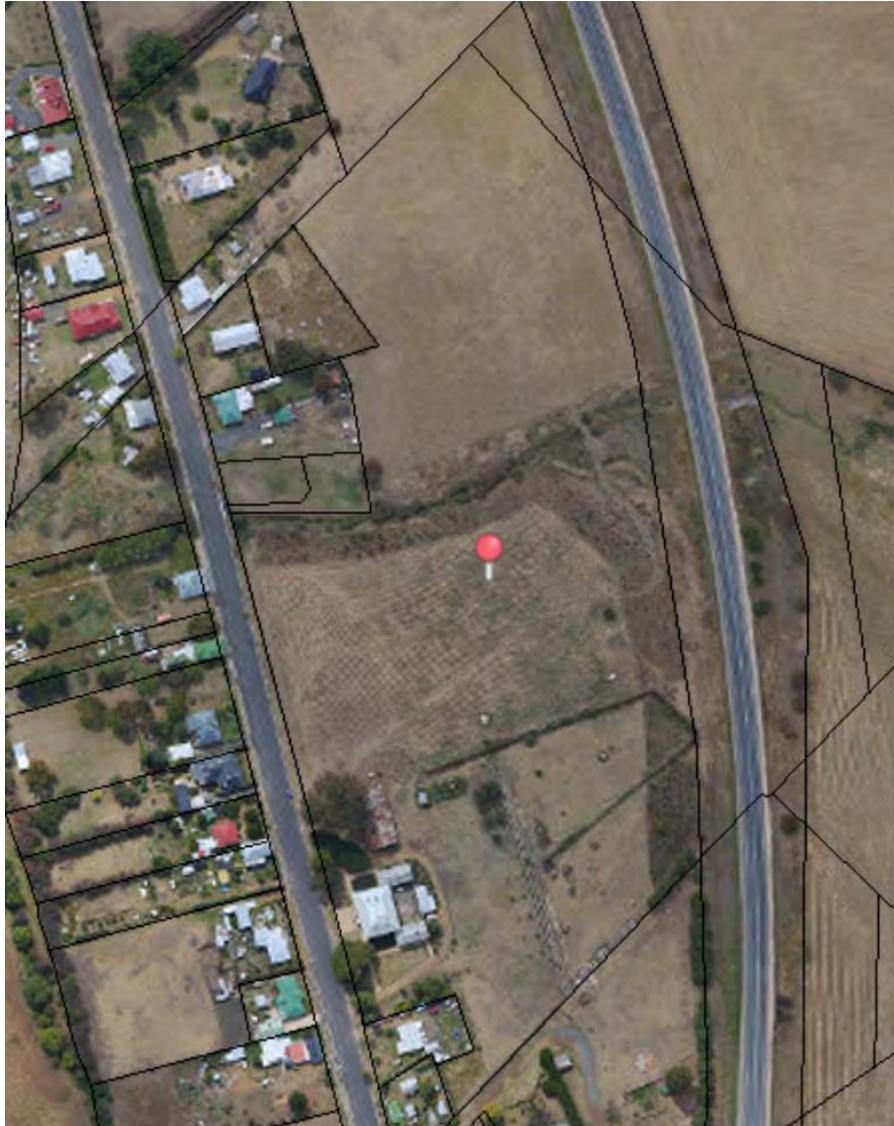


Figure 1: 26 Main Street, Kempton (LIST, 2021)

1 Stormwater Quality

The Tasmania State Government outlines the requirements for water quality objectives for new developments. These reduction targets are to be met under the requirements of the Southern Midlands Interim Planning Scheme 2015.

Methodology

Water quality modelling has been undertaken in accordance with Water by Design guidelines. MUSIC software has been used to estimate the reduction targets for the given development.

Model Parameters

Modelling parameters used within MUSIC modelling software are shown in Table 6, Table 7, Table 8 and Table 9.

Table 6: Catchment areas

Land Use Category	Treatable Area (m ²)
Roofs	856
Roads	1698
Ground	2144

Table 7: Rainfall data

Parameter	Value
Rain Station	Hobart - 094145
Time Step	6 min
Modelling Period	2021
Mean Annual Rainfall	620
Evapotranspiration	903

Table 8: Rainfall parameters

Parameter	Value
Rainfall threshold	1
Soil Storage Capacity	120
Initial Storage Capacity	25
Field Capacity	50
Infiltration Capacity coeff. A	200
Infiltration Capacity exp. B	1
Initial Depth	10
Daily Recharge Rate	25.00
Daily Base Flow Rate	5.00
Daily Deep Seepage Rate	0

Table 9: Pollutant sources - urban

Pollutant	Surface Type	Storm Flow		Base Flow	
		Mean (log mg/l)	SD (log mg/L)	Mean (log mg/l)	SD (log mg/L)
TSS	Roof	1.301	0.333	-	-

	Hardstand/ Road	2.431	0.333	-	-
	Ground	1.900	0.333	0.96	0.401
TP	Roof	-0.886	0.242	-	-
	Hardstand/ Road	-0.301	0.242	-	-
	Ground	-0.700	0.242	-0.731	0.360
TN	Roof	0.301	0.205	-	-
	Hardstand/ Road	0.342	0.205	-	-
	Ground	0.243	0.182	0.455	0.363

Treatment Train

The treatment nodes used in the model consisted of the drainage swales (approximately 75m total length, assumed 100mm high grass) and 2x 20,000L water tanks. This combination was sufficient to reduce pollutant levels to below the required targets. Figure 2 displays a schematic of the treatment train as modelled within MUSIC.

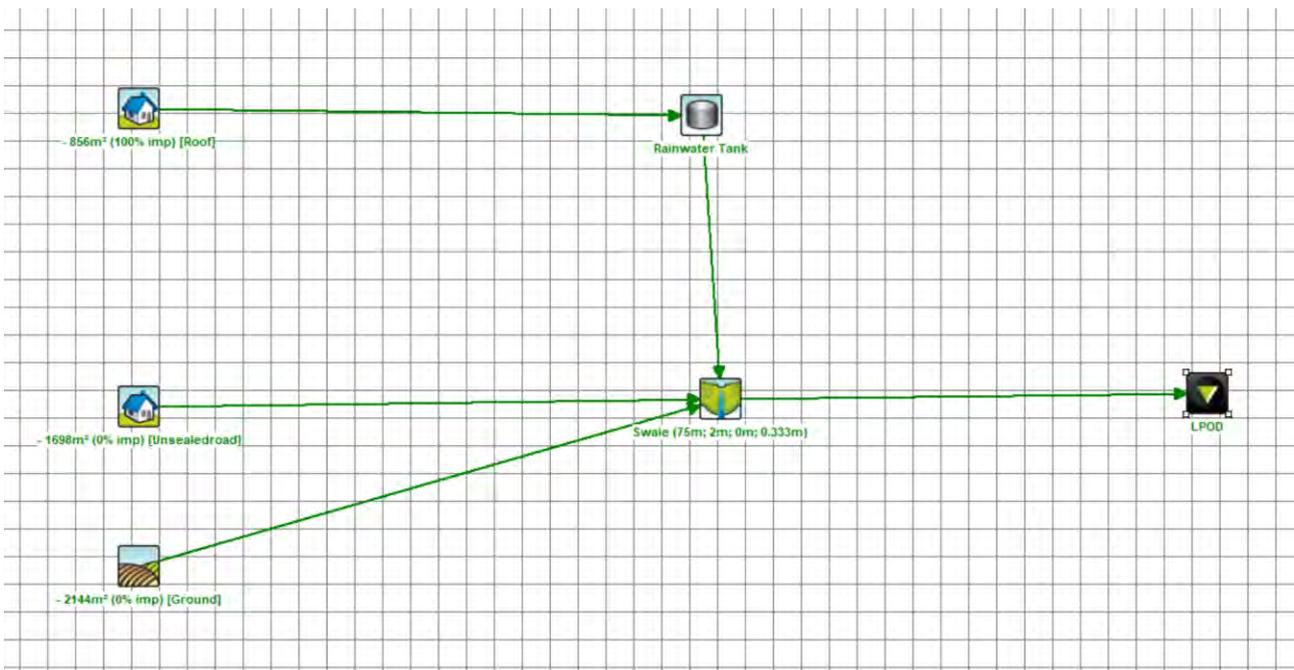


Figure 2: Proposed treatment train

Table 10: Treatment nodes

Node	Quantity	Description
Rainwater Tanks	2x 20,000L	Rainwater tanks capturing all roof run-off for re-use

Grassed Swale	75m length	Table-drains with 100mm high native grass
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Results

The results of the pollution reduction are summarised in Table 11. It is shown that the proposed treatment train is effective at reducing the target pollutants to required levels.

Table 11: Pollution reduction results

Pollutant	Source	Residual Load	Reduction (%)
Total Suspended Solids	34.9	4.62	86.7
Total Phosphorus	0.122	0.042	65.5
Total Nitrogen	1.43	0.483	66.1
Gross Pollutants	15.9	0	100.0

2 Conclusion

It is concluded that stormwater quality targets can be achieved in accordance with the State Stormwater Strategy 2010 and E7.7.1 A2 of the Southern Midlands Interim Planning Scheme 2015 through use of the following stormwater treatment measures:

- **75m length drainage swale drains seeded with native grass mix**
- **2x 20,000L rainwater tanks capturing all roof area run-off**

Regards,



Cameron Cecil

Engineering Manager | Municipal + Development

AD Design and Consulting

From: Elizabeth Green on behalf of SMC Mail
Sent: Wednesday, 15 September 2021 2:37 PM
To: Development and Building
Subject: FW: Public comment for DA2021/00111 and SA2020/00012

[REDACTED]

Sent: Wednesday, 15 September 2021 11:19 AM
To: SMC Mail <mail@southernmidlands.tas.gov.au>
Subject: Public comment for DA2021/00111 and SA2020/00012

Attention General Manager.

Dear Tim,

I refer to subject applications related to ongoing distillery developments at 26 Main Street Kempton .
As you may be aware my wife and I own a property [REDACTED] opposite the land being developed as a new distillery and the proposed associated bond stores .

We would like to see a greater level of detail provided on the plans for our review and comment in regard to the proposed location of the main entrance into these facilities plus an update of the proposed traffic (ie vehicles including heavy vehicles ,bus etc)types and times of operation using the proposed new entrance and the whole complex in general .

We would like to see a sketch outline plan / detail of the proposed car park lighting (if any) plus signage for the sites new road entrance and car park area and the landscaping proposed for the whole site and timing expectations for the latter .

We note that the development plans for this site as originally submitted and approved several years ago are being changed as a result of this new application plus the installation of the new power pole with transformer has materially affected how the entrance was previously to be managed and it visually impairs the site .

Council officers at the time of the original development application and approval indicated to us that the new entrance and new crossover could be accommodated in a location more central to the new distillery building and roughly central and in line with our southern property boundary fence .
This location is roughly where the temporary car park entrance is at this time .
This location avoids light spill from traffic exiting the site into both our property and that of our Southern neighbour .

This remains our preferred entrance location and not what appears on the proposed new site plans to be an entrance further North which would be directly in line with our bedrooms .

We once again request that proper consideration be given on this matter and this can only be achieved if some greater level of planning and detail is carried out for both operational vehicular and pedestrian access and egress within and around the site and onto the Main Street .

We strongly suggest this planning should incorporate adequate considerations for street parking requirements to ensure through traffic and pedestrian safety risks are minimised .

We request this work be undertaken now rather than after planning approval has been granted .

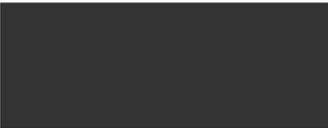
We note that the distillery owners have now had some considerable actual experience with vehicular traffic to and from the existing Dysart house and stable premises and on street car parking matters .
Buses do frequent this venue plus long / large delivery trucks . They need large turning circles and currently this presents difficulty for them given temporary car parking works and fencing constrains safe operations . These large vehicles impair good through traffic vision so we believe it's important that they park off road .

We wish to see this development thrive and prosper and have no objections to the proposed bond stores and their location .

We however request that greater consideration be given to vehicular traffic ,pedestrian traffic ,parking and the prevention of light spill into adjoining properties including as appropriate well considered landscaping and screening .

We look forward to hearing from Council (and the proponent if required) on our recommendations and requests .

Yours Sincerely .



Sent from my iPad



PLANNING REF: SA2021/00111
THC WORKS REF: 6689
REGISTERED PLACE NO: 5461
FILE NO: 06-31-06 THC
APPLICANT: Katrina Hill
DATE: 13 May 2022

NOTICE OF HERITAGE DECISION

(Historic Cultural Heritage Act 1995)

The Place: 'Dysart House', 26 Main Street, Kempton.
Proposed Works: Addition of three bond stores at rear of distillery.

Under section 39(6)(b) of the *Historic Cultural Heritage Act 1995*, the Heritage Council gives notice that it consents to the discretionary permit being granted in accordance with the documentation submitted with Development Application SA2021/00111, advertised on 10/09/2021, subject to the following conditions:

- 1. The proposed driveway and car parking area must have an exposed aggregate surface finish in a colour that is sympathetic with the visual characteristics of the place.**

Reason for condition

To ensure that the visual character of the new vehicle infrastructure is in keeping with the place's historic character.

- 2. (i) A hedgerow planting of hawthorn, blackthorn or other similar species must be established and maintained along the possible future boundary line separating the proposed bond stores from the historic inn, as indicated on drawing number -A2 prepared by Tastech Building Systems, dated 28/04/2022, within 1 year of the commencement of the approved works.**
 - (ii) The new hedgerow must extend from the end of the brick wall behind the historic stables to the eastern boundary of the property.**
 - (iii) These plantings must be semi-advanced (or larger) at the time of planting works and must be effectively maintained to promote vigour for a period of at least 3 years; and**
 - (iv) Replaced in the event of their death, removal, or other significant failure to adequately thrive.**

Reason for condition

To perpetuate significant landscape characteristics of the place, consistent with the appropriate outcomes in Section 13 of the *Works Guidelines*.

3. If any archaeological features and/or deposits are revealed during excavations, this archaeological material must be managed in accordance with Part 7 of the Tasmanian Heritage Council's Practice Note 2 'Managing Historical Archaeological Significance in the Works Application Process' (version 4, November 2014) including, as a minimum, (a) stopping work and immediately reporting the discovery to Heritage Tasmania's Works Manager, and (b), if the Works Manager of Heritage Tasmania determines the deposits or feature to be significant, archaeological recording and recovery of artefacts.

Reason for condition

To ensure that the subsurface heritage information is not lost.

Advice

The applicant is advised that the following items are not included in this approval and will require further heritage approval: signage, fencing, lighting poles, silos, removal of vegetation and changes to the driveway design for firefighting vehicle access.

Should you require clarification of any matters contained in this notice, please contact Russell Dobie on 1300 850 332.



Andrew Roberts

Director – Heritage Tasmania

Under delegation of the Tasmanian Heritage Council

Draft Rules of the Southern Tasmanian Regional Waste Authority

1. Establishment and commencement

- 1.1 The Southern Tasmanian Regional Waste Authority (**STRWA**) is a joint authority established pursuant to section 30 of the *Local Government Act 1993* (Tas) (the **Act**).
- 1.2 The STRWA is a body corporate with perpetual succession and has the powers and functions specified in the Act and these Rules.
- 1.3 These Rules come into effect on and from the commencement date agreed to by resolution of the STRWA as constituted immediately before the coming into effect of these Rules.

2. Definitions and interpretation

2.1 In these Rules, unless the contrary intention is expressed, defined terms have the meanings set out below:

Act has the meaning given in Rule 1.1.

AGM has the meaning given in Rule 7.1.

Annual Plan has the meaning given in Rule 11.1.

Board means the Board of Directors of the STRWA appointed in accordance with Rule 8.

Budget has the meaning given in Rule 14.2.a.

Chair means the Chair of the Board appointed in accordance with Rule 8.6.

Close Associate has the meaning given in section 51 of the Act.

Council means a Council established under section 18 of the Act.

Corporations Act means the *Corporations Act 2001* (Cth).

Director means a person appointed under these Rules as the Chair or as a member of the Board.

Financial Contribution means the annual financial contribution of each Member for its membership of the STRWA as determined in accordance with Rule 14.2.

Forum has the meaning given in Rule 6.1.

General Manager means the General Manager or Chief Executive Officer of a Council or the General Manager's or Chief Executive Officer's nominee.

Member means a Participating Council.

Officer has the same meaning as given in the Corporations Act.

Participating Council means those Councils that established the STRWA in accordance with the Act or were admitted to the STRWA after its establishment in accordance with these Rules but does not include a Council that has withdrawn from the STRWA or has been expelled from the STRWA in accordance with these Rules.

Representative means a natural person appointed by a Member to be the representative of the Member in accordance with Rule 6.

Rules means these Rules of the Southern Tasmanian Regional Waste Authority as altered or added to from time to time.

Special Resolution means a resolution that is passed by 75 percent of the votes cast by Members entitled to vote on the resolution where a Member has the number of votes set out opposite their name in Schedule 1.

Strategic Plan has the meaning given in Rule 10.1.

STRWA has the meaning given in Rule 1.1.

STRWA Chief Executive Officer or **STRWA CEO** means the Chief Executive Officer of the STRWA appointed under Rule 9.

Treasurer means the Treasurer for the State of Tasmania.

Waste Action Plan means the Tasmanian Government's Draft Waste Action Plan Consultation Draft, June 2019 as may be amended or finalised.

Yearly Member Contribution Budget means the aggregate Financial Contributions required to be paid by all Members in a financial year as determined in accordance with Rule 14.2.

Yearly Member Contribution Cap means \$360, 170.

2.2 Interpretation

In these Rules, a reference to:

- a. words and phrases which are defined in the Act have the same meaning in these Rules;
- b. the singular includes the plural and the plural includes the singular;
- c. a person includes a body corporate or unincorporate;

- d. a party includes the party's executors, administrators, successors and permitted assigns;
- e. a statute, regulation or provision of a statute or regulation (**Statutory Provision**) includes:
 - (A) that Statutory Provision as amended or re-enacted from time to time;
 - (B) a statute, regulation or provision enacted in replacement of that Statutory Provision; and
 - (C) another regulation or other statutory instrument made or issued under that Statutory Provision;
- f. "including" and similar expressions are not words of limitation;
- g. a reference to a Rule or schedule is a reference to a Rule of or a schedule to these Rules;
- h. a reference to a document (including, without limitation, a reference to these Rules) is to that document as amended, novated or replaced;
- i. where a word or expression is given a particular meaning, other parts of speech and grammatical forms of that word or expression have a corresponding meaning; and
- j. headings and any table of contents or index are for convenience only and do not form part of these Rules or affect their interpretation.

3. Purpose

- 3.1. The purpose of the STRWA is to coordinate local government's resource recovery and management of solid waste in the southern region for a more sustainable future.
- 3.2. The objectives and goals of the STRWA are to:
 - a. Foster sustainable use of resources
 - b. Deliver efficient collection and reprocessing of resources
 - c. Support opportunities for the circular economy to reduce environmental impact and grow Tasmania's economy
 - d. Provide a collective voice for Member Councils on the circular economy, resource recovery and waste management.

4. Functions and Powers

- 4.1. The functions of the STRWA are to:
 - a. Support Members to deliver on their Council's resource recovery and waste management strategies or objectives.
 - b. Manage resource recovery or waste management contracts on behalf of Members, ensuring contract compliance and timely, on-budget delivery of contract outcomes and output.

- c. Develop a Strategic Plan, and subsidiary plans, for the region to deliver upon its purpose and objectives.
- d. Identify and implement, with partners, opportunities to recover more resources from waste.
- e. Identify and seek external funding opportunities and partnerships to support the objectives of the STRWA.
- f. Partner with the Tasmanian Government on delivery of the Waste Action Plan, or future similar strategy, where appropriate.
- g. Support Members to engage their communities through resource education and behaviour change programs.
- h. Support the development of policies and guidance for Members in their resource recovery and waste management activities.
- i. Undertake reasonably incidental actions in achieving its purpose and objectives that are not explicitly identified.
- j. Advocate for policy or legislative change in collaboration with the Local Government Association of Tasmania that will support the achievement of the STRWA's objectives.

4.2. The powers of the STRWA in performing its functions include:

- a. Anything the Act authorises a joint authority to do.
- b. Anything that a Member Council is empowered to do under statute¹ and that the Council could otherwise perform in relation to the functions of the STRWA.
- c. Anything the STRWA is otherwise empowered to do specifically, or generally under statute.
- d. Raising of revenue by:
 - i. calling for contributions from all or some Members additional to annual Financial Contributions;
 - ii. applying for and receiving grants or contributions from the Tasmanian Government or Australian Government;
 - iii. sourcing funds from service agreements for regional resource recovery or waste management.
- e. Acquiring land to deliver the STRWA's purpose, objectives and functions provided that such acquisition is approved by a Special Resolution of Members at a Forum meeting or AGM.
- f. To acquire, hold, dispose of or otherwise deal with property.
- g. To enter into contracts for the performance or exercise of any of its functions or powers.

¹ An Act, Regulation or By-law made by State of Tasmania, Commonwealth of Australia or by a participating Council

- h. To set fees, charges, terms and conditions relating to work done, or services, goods or information supplied by it, except any fee or charge referred to in section 205(2) of the Act or any rate or charge referred to in Part 9 of the Act.
- i. To make by-laws under Part 11 of the Act as if it were a Council.

5. Members

5.1. Councils able to participate as Members of the STRWA are listed in Schedule 1.

5.2. Councils are Members when a Council:

- a. resolves to agree to these Rules and Council provides written notification of such resolution to the STRWA Chief Executive Officer (**STRWA CEO**); and
- b. pays their respective annual Financial Contribution (if any), amended by yearly notice.

5.3. Subject to any requirements of the Act and of these Rules, Member Councils may withdraw their membership by providing a notice of intent to withdraw to the STRWA CEO at least six months prior to the commencement of the new financial year, provided that:

- a. the Member provides written notice of its intention to withdraw, detailing reasons, addressed to the STRWA CEO; and
- b. such withdrawal does not take effect until the completion of the STRWA's financial year following the STRWA's financial year in which written notice of the intention to withdraw is provided; and
- c. until the period referred to in Rule 5.3(b) expires, the Member pays the Financial Contributions as determined by the STRWA in accordance with these Rules; and
- d. prior to withdrawal the Member pays to the STRWA all sums of money (if any) presently payable by that Member to the STRWA whether on account of Financial Contributions or otherwise.

5.4. A Member ceases to be a member of the STRWA at the completion of the period referred to in Rule 5.3(b).

5.5. Where the STRWA has entered into a contract with a third party on behalf of, or for the benefit of, a Member and that Member ceases to be a Member of the STRWA in accordance with Rule 5.3 (**Exiting Council**), that Exiting Council will, unless otherwise agreed by the STRWA, be required to enter into a contract individually with the third party on the same terms and conditions as the STRWA contract, for the balance of the term of the STRWA contract in order to continue the scope of services provided by the third party for the benefit of the Exiting Council.

5.6. A Member may, in writing to the STRWA CEO, withdraw a notice of intention to withdraw at any time.

6. Member Representatives

- 6.1. Member Councils are to appoint one Representative to attend meetings of the STRWA Local Government Forum (**Forum**) (Rule 6.8) and the Annual General Meetings (Rule 7).
- 6.2. Subject to clause 6.3, the Member Council Representative is the only person authorised to vote on behalf of a Member Council.
- 6.3. Member Councils are to appoint one substitute Representative who may vote if the Representative is unable.
- 6.4. Member Councils may appoint an observer to attend Forum meetings and the Annual General Meeting.
- 6.5. A Member Representative must be an elected representative of the Council² or an employee of the Council. Where the Representative ceases to be either an elected representative of the Council or an employee of the Council, they will cease to be a member of:
 - a. The Forum; or
 - b. Any of the Forum's subsidiary groups, except if approved by the Forum.
- 6.6. Representatives may be changed when:
 - a. A Representative provides notice to the Member Council's General Manager;
 - b. A Member Council terminates an appointment and appoints a new Representative; or
 - c. A Member Council's General Manager temporarily appoints a substitute Representative if the Representative is unable to act as a Representative.
- 6.7. Changes to a Member Council's Representative are effective when the STRWA CEO has been advised in writing.
- 6.8. STRWA Local Government Forum
 - a. The role of the Forum is to:
 - i. Elect a Chief Member Representative and Deputy Chief Member Representative from within Forum members.
 - ii. Elect Directors of the STRWA in accordance with Rule 8.5.
 - iii. Receive information from, and provide feedback to, the Board and STRWA CEO on performance of the STRWA against its objectives, functions and Strategic Plan.
 - b. Members of the Forum

² Includes Mayor, Deputy Mayor, Alderman, or Councillor.

- i. Each Participating Council will have one Representative and may have a Council observer as part of the Forum.
 - ii. Members of the Forum will vote on the Chief Member Representatives and Deputy Chief Member Representatives on a three yearly basis. The Chief Member Representative and the Deputy Chief Member will also be Directors of the Board.
 - iii. Member votes will carry the number of votes opposite their name in Schedule 1.
- c. The Chief Member Representative will be the Chair of the Forum.
 - d. The Forum will meet at least three times a year.
 - e. In addition to the three Forum meetings per year, the Board may provide notice to Members of a Special Forum in accordance with Rule 6.9.
 - f. The STRWA will provide secretariat to the Forum.
 - g. The Forum may, following consultation with the STRWA, develop working groups where these will help to deliver on the objectives of the STRWA or to deliver particular projects or programs.
 - h. The Local Government Association of Tasmania may have an observer at Forum meetings.

6.9. Special Forums

- a. The Board may, at its discretion, convene a Special Forum of the STRWA at any time.
- b. A Special Forum means any Forum of the STRWA that is not one of the three Forums provided for in Rule 6.8.
- c. The Board, on the requisition in writing of at least 25% of Members of the STRWA, is to convene a Special Forum of the STRWA.
- d. A requisition for a Special Forum is to state the objects of the Special Forum.
- e. Where the nature of the business proposed to be dealt with at a Special Forum requires a Special Resolution of the STRWA, the Board must, at least 14 days before the date fixed for the holding of the Special Forum, cause notice to be sent to each Member specifying the intention to propose a resolution as a Special Resolution.

7. Annual General Meeting of Members and Forum meetings

7.1. Annual General Meeting

The STRWA must hold an Annual General Meeting (AGM) within four months after the end of the financial year.

7.2. Purpose of AGM

The purpose of the AGM is for Members to:

- a. Receive the annual report

- b. Receive the annual financial statements
- c. Be updated on the performance of the STRWA against its objectives and Annual Plan for the financial year just ended.

7.3. Convening an AGM or Forum meeting

An AGM or Forum meeting may be convened by resolution of the Board whenever they think fit and must be convened if required to do so under these Rules or the Act.

7.4. Notice of meeting

Notice of an AGM or Forum meeting must be provided to Members, Directors and an auditor of the STRWA. It must specify the date, time and place and the general nature of the business and must be provided in writing at least 14 days before the meeting.

7.5. Cancellation or postponement of meeting

The Board may, whenever they think fit, postpone, cancel or change the venue for an AGM or Forum meeting by giving notice as follows:

- a. The notice must be provided not later than five business days before the time the AGM or Forum meeting was to be held to Members, directors, the auditor of the STRWA.
- b. A notice postponing or changing the venue for an AGM or Forum meeting must specify the date, time and place of the meeting.

7.6. Directors may attend an AGM or Forum meeting.

7.7. At least 50 per cent of the Members by number are a quorum at an AGM or Forum meeting. A quorum must be present to conduct any business, except to adjourn the meeting by an elected Chair.

7.8. Decisions at an AGM or Forum meeting

- a. Except if a Special Resolution is required under these Rules, a resolution at the AGM or a Forum meeting is taken to be carried if 50% by number of the total votes as set out in Schedule 1 is cast by the Members present at the meeting are in favour of it and that decision is for all purposes a decision of the STRWA.
- b. In the case of an equality of votes upon any proposed resolution:
 - i. the chair of the meeting does not have a second or casting vote; and
 - ii. the proposed resolution is taken as having been lost.

7.9. Electronic technology to conduct meetings

- a. Any meeting of the STRWA may be conducted by video conference or other means of communication that gives the Members a reasonable opportunity to participate.
- b. A Member who participates in a meeting as permitted under this Rule is taken to be present at the meeting.

8. Board

8.1. Board to manage STRWA

The STRWA is governed by the Board which shall have the responsibility to manage the business and other affairs of the STRWA, ensuring that the STRWA acts in accordance with these Rules. The Board is a board of management for the purposes of the Act.

8.2. Decisions of Board

A question arising at a meeting of Directors is to be decided by a majority of votes of Directors present and entitled to vote with each Director having one vote.

8.3. Meetings of the Board

- a. The Board shall meet at such times and places, which includes by electronic means, as are determined by the Board as often as is necessary to properly discharge its responsibilities and functions under these Rules, and shall meet at least ten times each year.
- b. The Chair, after giving each Director reasonable notice of a meeting, may convene a meeting at any time.
- c. A Director may participate in a meeting of the Board by telephone or any electronic means of communication. A Director who participates by such means shall be taken to have been present in person at the meeting.
- d. The number of Directors whose presence in person is necessary to constitute a quorum for a meeting of Directors is more than half of the Directors by number.
- e. A quorum must be present to conduct any business, except to adjourn the meeting by the Chair.
- f. The STRWA CEO shall attend meetings of the Board and shall provide information as required.

8.4. Composition

- a. The Board of the STRWA will comprise five Directors one of who will be appointed as Chair.
- b. Directors are appointed based on merit, through a transparent process, and in alignment with the purpose and strategy, and ability to manage the financial and strategic affairs of the STRWA.
- c. The Chief Member Representative and Deputy Chief Member Representative appointed by the Forum will be Directors of the Board (refer to Rule 6.8).

- d. Directors are appointed for terms of up to three years, and may be reappointed provided that no Director shall be appointed for more than six consecutive years.
- e. Director recruitment is to balance renewal of Board, knowledge and perspective, and corporate knowledge.

8.5. Appointment of the Board

- a. Members of the Forum appoint, or reappoint, Directors to the Board through a Special Resolution of the Forum. The Forum appoints a total of five Directors as follows:
 - i. the Chief Member Representative and Deputy Chief Member Representative in accordance with Rule 6.8.a; and
 - ii. three Directors at a Forum meeting.
- b. In making the Board appointments, Forum members and the Chair are to:
 - i. consider the skills and experience and personal attributes needed of the Chair and Directors to deliver on the Board's functions
 - ii. consider the gender, social and cultural diversity of the Board
 - iii. take into account any likely or perceived conflict of interest(s) arising from employment or association with other organisations
 - iv. consult with the Chair regarding desirable skills, experience and diversity required in Director(s) appointment
 - v. consult with the Chair to set terms of appointment that support continuity of knowledge and skills within the Board and respond to the Director's personal circumstances, in line with this Rule 8.5.

8.6. The Chair of the Board

- a. The Directors may elect one of their number as Chair and may also determine the period for which the person elected as chairman is to hold office.
- b. Directors are to consider the skills and experience and personal attributes needed of the Chair.
- c. The Chair is to be appointed for a term of between one and three years and may be reappointed provided that no Chair is appointed for more than six consecutive years.

8.7. Eligibility as Chair or Director

- a. Persons are ineligible for appointment as Chair or Director if they:

- i. are an elected representative³ of a Member Council, except the local government Representatives appointed by the Forum; or an administrator appointed by the Tasmanian Government;
 - ii. are an undischarged bankrupt;
 - iii. have entered into a personal insolvency agreement under the *Bankruptcy Act 1966* (Cth) and failed to fully comply with the terms of the agreement;
 - iv. have been banned by ASIC or a court from managing corporations under the Corporations Act;
 - v. have been convicted of dishonesty-related offences, such as fraud; or
 - vi. are suspending payment to creditors, or compounding with, or assigning, their estate for the benefit of creditors.
- b. Persons will immediately cease to be the Chair or Director if they:
- i. become ineligible by meeting one of the conditions detailed in Rule 8.7a;
 - ii. for the local government representative(s) appointed by the Forum, cease to be an elected representative, or for an Officer, are no longer be employed within the local government sector;
 - iii. die;
 - iv. become of unsound mind;
 - v. are physically or mentally incapable of acting as Director;
 - vi. fail to attend Board meetings for a continuous period of 3 meetings without first obtaining a leave of absence;
 - vii. are not permitted under the Corporations Act to be a Director;
 - viii. resign by notice in writing; or
 - ix. fail to be appointed by the Forum.

8.8. Suspension or removal of Chair or Director

- a. Members may, by Special Resolution suspend the Chair or a Director where there is reasonable suspicion that they are not fulfilling their Directors' duties (see Rule 8.10).
- b. Suspension may be for a period of up to three months while an investigation in relation to the Chair or Director is undertaken.
- c. Whether or not a period of suspension has occurred or is occurring, Members may without prior notice, by Special Resolution, immediately remove the Chair or Director where Members form the reasonable view that they are guilty of grave misconduct, or are wilfully negligent in the discharge of their duties.

8.9. Functions of the Board

Functions of the Board are to:

³ Includes Mayor, Deputy Mayor, Alderman, or Councillor.

- a. ensure the business and affairs of the STRWA and other functions and powers are conducted in a manner that is commercially sound, is consistent with the STRWA's strategic and business plans and objectives, and in accordance with its approvals, permits, licences and statute.
- b. approve the annual Budget and annual Financial Contributions.
- c. declare dividends in accordance with Rule 14.8.
- d. provide advice, information and assistance to the STRWA on its functions and powers as needed.
- e. consult with Members on the strategic direction of the STRWA.
- f. have regard to the economic and social wellbeing of its customers, employees and the community generally.
- g. follow environmentally sound principles in its development and resource management activities.
- h. prepare the Strategic Plan for the STRWA.
- i. manage annual reporting.
- j. appoint the STRWA CEO.
- k. ensure appropriate risk management and policy frameworks are in place.
- l. ensure a safe and healthy workplace through the implementation and monitoring of appropriate systems, in line with legislative requirements.
- m. brief Members on the performance of the Board's functions from time to time.

8.10. Directors' duties

Directors' duties are to:

- a. act honestly, lawfully and ethically.
- b. exercise a degree of care and diligence that a reasonable person in a like position would exercise in the circumstances.
- c. not make improper use of information acquired through the position on the Board to gain, directly or indirectly, an advantage for themselves or another person, or to cause direct or indirect damage to the STRWA or any other person, or similarly a disadvantage.
- d. avoid and declare conflicts of interest.
- e. prevent insolvent trading.
- f. disclose to the STRWA CEO any direct or indirect pecuniary or other interest in a matter being considered by the STRWA.

8.11. Directors' remuneration and expenses

- a. The Chair and Directors are to be remunerated in accordance with the Tasmanian Government Board Fee Policy⁴ and escalated in line with increases to the Tasmanian State Service Award.
- b. The relevant category under Rule 8.11.a is Regional/state-wide (narrow focus), the competitive situation Category C Full Monopoly/Non-competitive; and turnover is the total value of the contracts let in the applicable financial year.
- c. Directors' remuneration may be increased by up to 20 per cent to attract particular skills with the approval of the Chair.
- d. The Chair's remuneration may be increased through a Special Resolution at the Forum.
- e. Directors will be reimbursed for all reasonable travel, accommodation and other expenses they incur while engaged on the business of the STRWA.

9. Chief Executive Officer and employees

- 9.1. The Board may appoint a STRWA CEO to be responsible for the operation and administration of the STRWA.
- 9.2. The CEO may be removed by the Board at any time.
- 9.3. The Board may delegate to the STRWA CEO, any of the STRWA's powers, discretions and duties as they think fit, and may resolve to delegate any powers, discretions and duties vested in, or exercisable by the directors to the STRWA CEO in writing.
- 9.4. The Board may withdraw, suspend or vary any of the powers, discretions and duties to the STRWA CEO at any time.
- 9.5. The Board may authorise the STRWA CEO to delegate all or any of the powers, discretions and duties conferred on the STRWA CEO.
- 9.6. The Board may require the STRWA CEO to attend meetings of the Board, or leave any part of a Board meeting.
- 9.7. The STRWA CEO may appoint, or remove, staff as necessary to fulfil the objectives, functions and strategic aims of the STRWA.
- 9.8. The STRWA CEO is to keep a register of interests of the Board of the STRWA in accordance with section 53B of the Act.

10. Strategic Plan

- 10.1. The STRWA is to prepare a strategic plan that sets out the strategic priorities of the STRWA (**Strategic Plan**).
- 10.2. Each Strategic Plan is to be for at least a three to five year period.
- 10.3. In preparing a proposed Strategic Plan, the STRWA will consult with each Member and any other organisations that it considers appropriate.

⁴ Available at:

http://www.dpac.tas.gov.au/divisions/People_Performance_and_Governance/Executive_Services/tasmanian_government_boards

- 10.4. The STRWA CEO is to make a copy of a proposed Strategic Plan available for public inspection at the STRWA's office during ordinary office hours and online on the STRWA's website.

11. Annual Plan

- 11.1. The STRWA is to prepare an annual plan for each financial year (**Annual Plan**).
- 11.2. Each Annual Plan is to:
- a. Be consistent with the Strategic Plan;
 - b. Include a statement of the manner in which the STRWA is to meet the goals and objectives of the Strategic Plan; and
 - c. Include a summary of the major strategies to be used in relation to the STRWA's objectives and goals outlined in Rule 3.2.

12. Annual reporting

- 12.1. The STRWA will provide an annual report no later than 30 October each year to Members and publish the report on its website following its adoption at the Annual General Meeting.
- 12.2. The annual report is to include at a minimum:
- a. A summary of the STRWA's activities for the preceding year and performance against the authority's overall goals and objectives, as set in any Strategic Plan.
 - b. Performance of contracts let for resource recovery, waste management or other activities.
 - c. Financial statements for the preceding year and accompanying audit opinion.
 - d. Any other information it considers appropriate or necessary to inform the Member Councils of its performance and progress during the financial year.

13. Quarterly reporting

- 11.1 The STRWA must provide a report to Members as soon as practicable after the end of March, June, September and December in each year.
- 11.2 The quarterly report must include:
- a. A statement of the STRWA's general performance; and
 - b. A statement of the STRWA's financial performance.

14. Finance, accounts and audit

- 14.1. Financing of the STRWA
- a. The STRWA's expenses are to be met or defrayed from:

- i. Financial Contributions and other Member contributions
- ii. Fees charged for services or facilities provided by the STRWA, including to Members
- iii. Other revenue received by the STRWA
- iv. Loans taken by the STRWA from a financial institution with the authorisation of the Board
- v. Loans taken by the STRWA from one or more Member Councils with the prior written consent of all Member Councils.

14.2. Member contributions

- a. The budget of the STRWA for each financial year (**Budget**), which includes the Yearly Member Contribution Budget (if any, depending on the external sources of revenue available to the STRWA), will be determined by the Board not less than 60 days prior to the end of the previous financial year. The Yearly Member Contribution Budget will not exceed the Yearly Member Contribution Cap unless the proposed Yearly Member Contribution Budget is first approved by a Special Resolution of the Board.
- b. If Annual Member Financial Contributions are required, they will be required in proportion to the contribution percentage for each Member Council as set out in Schedule 1. The Board will give written notice to each Member of the Member's required Financial Contribution for each financial year.
- c. Each Member must pay its Financial Contribution within 30 days of receiving the written notice under rule 14.2**Error! Reference source not found.**

14.3. The STRWA may only invest money in a manner in which a trustee is authorised by law to invest trust funds.

14.4. Borrowing

- a. The Board, for the purpose of raising a loan or obtaining any form of financial accommodation may decide by an absolute majority to provide any of the following forms of security:
 - i. debentures
 - ii. mortgages , security interests or other charges
 - iii. guarantees
 - iv. any other document evidencing indebtedness other than bearer instruments.
- b. The STRWA may not raise a loan in any financial year exceeding any amount the Treasurer determines for that financial year.

14.5. The STRWA is to keep accounting records that correctly record and explain its transaction and financial position and keep those records in line with standards detailed by the Australian Accounting Standards Board and Australian law.

14.6. Financial statements

- a. Within the time prescribed by the Tasmanian Audit Office, the Board is to prepare the financial statements of the STRWA relating to that financial year including statements of:
 - i. financial performance for the financial year
 - ii. financial position as at the end of the financial year
 - iii. cash flows for the financial year
 - iv. reports and notes attached to, or intended to be read with, the financial statements.

14.7. Audit

- a. The accounts and financial reports of the STRWA are subject to the *Audit Act 2008* (Tas).
- b. The Board shall keep accounting records that correctly record and explain its transactions and financial position.
- c. The accounts and financial reports of the STRWA may be audited by private auditors with the approval of, and subject to any terms and conditions determined by the Auditor-General.
- d. The Member Representatives are to appoint and review the appointment of the auditor.
- e. The auditor is to report to the Board.

14.8. Dividends

- a. The Board may declare a dividend in respect of the results of the financial transactions of the STRWA during each financial year, that is to be distributed to the Members. The dividend is to be paid by the end of the following financial year.
- b. The dividend may be paid only out of profits and after payment of fees and taxes and must be distributed in proportion to the percentage contribution of each Member as set out in Schedule 1.
- c. The Board may:

- i. before paying any dividend, set aside out of the profits of the STRWA such sums as they think proper as a reserve, to be applied, at the discretion of the Directors, for any purpose for which the profits of the STRWA may be properly applied; and
- ii. carry forward so much of the profits remaining as they consider ought not to be distributed as dividends without transferring those profits to a reserve.

Pending application, any sum set aside as a reserve may, at the discretion of the Directors, be used in the business of the STRWA or be invested as the Directors think fit.

- d. The Directors may deduct from any dividend payable to a Member all sums of money (if any) presently payable by that Member to STRWA whether on account of Financial Contributions or otherwise.

15. Winding Up

- 15.1. The STRWA may only be wound up in accordance with section 37 of the Act.
- 15.2. Winding up will be triggered when Member Councils resolve by majority of Member Councils that the STRWA will be wound up.
- 15.3. Winding up is to be notified in the Gazette by one of the STRWA's Members.

15.4. Distribution of surplus - subject to these Rules

If the STRWA is wound up and the property of the STRWA is more than sufficient to pay all of its debts and liabilities; and the costs, charges and expenses of the winding up, then the excess must be divided among the Members in accordance with the equity proportions of each member set out in Schedule 1 of these Rules, irrespective of the amounts paid or credited as paid on the shares; and for the purpose of calculating the excess referred in previous point, any amount unpaid on an annual Financial Contribution is to be treated as property of the STRWA.

15.5. Division of property

If the STRWA is wound up, the liquidator may divide among the Members the whole or any part of the property of the STRWA in accordance with the proportions as set out in Schedule 1 of these Rules.

- 15.6. In the case of insolvency, Member Councils are responsible for the net liabilities of the STRWA in proportion to the contributions as listed in Schedule 1. This also includes former Member Councils that have withdrawn within the last two years of the decision to wind up.

16. Indemnity and insurance

16.1. Applicable persons for rules 16.2 and 16.4

- a. Each person who is, or has been, a Director or STRWA CEO of the STRWA.
- b. Other Officers or former Officers of the STRWA that the Directors determine on a case-by-case basis.
- c. Any auditor or former auditor of the STRWA determined by the Directors.

16.2. Indemnity

The STRWA must indemnify to the extent permitted by law each person to whom this Rule applies for all losses or liabilities incurred by the person as an Officer, or an auditor of the STRWA if the Directors so determine, including, but not limited to, a liability for negligence and for legal costs on a full indemnity basis.

16.3. Extent of indemnity

The indemnity in Rule 16.2:

- a. is a continuing obligation and is enforceable by a person whom Rule 16.2 applies even though that person may have ceased to be an Officer or auditor of the STRWA;
- b. applies to losses and liabilities incurred both before and after the date of adoption of that rule; and
- c. operates only to the extent that the loss or liability is not covered by insurance.

16.4. Insurance

The STRWA may, to the extent permitted by law:

- a. purchase and maintain insurance; or
- b. pay or agree to pay a premium for insurance

for any person to whom this Rule applies against any liability incurred by the person as an Officer or auditor of the STRWA including, but not limited to, a liability for negligence and for legal costs.

17. Dispute resolution

17.1. This Rule applies to dispute between:

- a. Any or all of the Member Councils; or
- b. Any or all of the Member Councils and the Representatives or the Board; or
- c. The Representatives and the Board; or
- d. Any withdrawn Member Council and the STRWA, the Board or the Representatives.

17.2. This Rule does not apply where a dispute has arisen from a Member Council in its capacity as a customer of the STRWA.

- 17.3. The dispute resolution process is:
- a. Negotiation in good faith;
 - b. If negotiation do not resolve the dispute, then mediation;
 - c. If mediation does not resolve the dispute then arbitration, if rule 17.8 applies.

17.4. Other parties may require that they join a dispute resolution process as a party.

17.5. If a dispute arises, the disputed party must give written notice to the other, and to the STRWA.

17.6. If after 30 days of the dispute notice, any party that considers that the dispute, or part of, is unlikely to be resolved through negotiation may give written notice to the other and the STRWA that mediation is required.

17.7. Mediation rules

- a. If within 14 days of receiving the notice of mediation the parties do not agree on:
 - i. the selection and compensation of an appropriate mediator; or
 - ii. another dispute resolution technique and procedures; or
 - iii. an actual resolution of the dispute;

then the dispute must be mediated in accordance with the mediation rules of the Law Society of Tasmania. The mediator is to be selected by the President of the Local Government Association of Tasmania who may determine the mediator's remuneration.

17.8. Arbitration

- a. If the mediator appointed under 17.7 certifies that the mediation has been unable, and is unlikely, to resolve the dispute, or any part of it, then the dispute, or that part that is unresolved is to be referred to arbitration under the *Commercial Arbitration Act 2011 (Tas)*. If the parties cannot agree on an arbitrator, the arbitrator is to be selected by the President of the Local Government Association of Tasmania.
- b. Rule 17.8(a) only applies if the unresolved dispute is one where the party had a right enforceable in a Court of law and that party wishes to enforce that right.

18. Adverse developments

18.1. The Board shall notify Members as soon as practicable after becoming aware of any development which, in the opinion of the STRWA may:

- a. significantly affect the financial viability or operating ability of the STRWA; or
- b. significantly affect the STRWA in an adverse manner.

19. Disclosure of interests

- 19.1. A Member, Representative or Director shall disclose to the STRWA CEO a direct or indirect pecuniary or other interest in a matter being considered or about to be considered by the STRWA.
- 19.2. At any meeting of the STRWA or the Board, a Representative or Director shall not participate in any discussion or vote on any matter in respect of which the Representative or Director has an interest or is aware or ought to be aware that a Close Associate has an interest.
- 19.3. A Member, Representative or Director shall declare any interest in a matter before any discussion on that matter commences.
- 19.4. On declaring an interest, a Representative or Director is to leave the room in which the meeting is being held.
- 19.5. A Member, Representative or Director shall advise the STRWA CEO in writing of the details of any interest declared in accordance with these Rules within 7 days.
- 19.6. The STRWA CEO must ensure that an employee of the STRWA notifies them in writing of any interest (pecuniary or otherwise) of the employee in any matter in respect of which they:
 - a. provide advice to the STRWA or to the Board;
 - b. make a decision or determination; or
 - c. make a recommendation to the STRWA or to the Board.
- 19.7. The STRWA CEO must advise the Board of the existence of any interest notified under Rule 19.6.
- 19.8. The STRWA CEO shall:
 - a. ensure that the declaration of interest of any Representative or Director is recorded in the minutes of the meeting at which it is made; and
 - b. keep a register of interests of Members, Representatives, Directors and employees of the STRWA in accordance with sections 48A, 53B and 55A of the Act.

20. Seal and Execution of Sealed Documents

- 20.1. The STRWA is a body corporate with a common seal.
- 20.2. The seal of the STRWA is to be in the form of a rubber stamp, inscribed with the name of the Southern Tasmanian Regional Waste Authority and the words "common seal".
- 20.3. The seal may be affixed to documents requiring execution under seal and where affixed must be witnessed by two Board Directors.
- 20.4. The seal must not be affixed to a document except to give effect to a resolution of the Board.

- 20.5. The Board may, by instrument under seal, authorise a person to execute documents on behalf of the STRWA.

21. Amendment of Rules

- 21.1. These Rules may be amended by a resolution of a majority of Member Councils.
- 21.2. Amendment of these Rules must comply with sections 31 and 32 of the Act in respect to publishing a notice and approval.
- 21.3. These Rules must be reviewed at least every five years and updated to reflect contemporary best practice and the requirements of Members.

Schedule 1

Council	Population (2019-20 estimate)	% Population	Contribution % of relevant part of budget	Votes
Brighton (M)	18,123	6%	% population x budget	2
Central Highlands (M)	2,166	1%	"	1
Clarence (C)	58,729	21%	"	3
Derwent Valley (M)	10,518	4%	"	1
Glamorgan-Spring Bay (M)	4,750	2%	"	1
Glenorchy (C)	47,963	17%	"	3
Hobart (C)	55,250	20%	"	3
Huon Valley (M)	17,966	6%	"	2
Kingborough (M)	38,628	14%	"	3
Sorell (M)	16,030	6%	"	2
Southern Midlands (M)	6,400	2%	"	1
Tasman (M)	2,479	1%	"	1
TOTAL Southern Region	279,002	100%	\$yearly member contribution budget	23

Opex

Normal Time		\$90,000.00
Oncosts		\$32,450.00
Vehicle Costs		\$9,000.00
Conference & Seminar Attendance		\$2,500.00
Mobile Telephone		\$2,000.00
Computer & IT		\$5,000.00
Office Rental	inc light & power	\$16,000.00
Office Expences	Stationary	\$2,000.00
	Printing	\$3,500.00
	Advertising	\$4,000.00
	Graphic Design	\$3,000.00
	Web Page	\$2,000.00
Amin & Accounting Costs		\$22,400.00
Meeting Expences	Catering	\$2,000.00
Governance	Board Stipends	\$45,326.00
	Legal	\$5,000.00
	Corporate Memberships	\$2,000.00
	Insurances	\$5,000.00
	Board Member Development	\$5,000.00
Materials		\$20,000.00
Depreciation		\$3,000.00
Total		\$281,176.00

Capex

Furniture, phones etc		\$6,250.00
Vehicle		\$40,000.00
Total		\$46,250.00

Year 1 total \$327,426.00

	% population	Annual Cost	Year 1	6 months
Brighton	6%	\$16,870.56	\$ 19,645.56	\$8,435.28
Central Highlands	1%	\$2,811.76	\$ 3,274.26	\$1,405.88
Clarence	21%	\$59,046.96	\$ 68,759.46	\$29,523.48
Derwent Valley	4%	\$11,247.04	\$ 13,097.04	\$5,623.52
Glamorgan- Spring Bay	2%	\$5,623.52	\$ 6,548.52	\$2,811.76
Glenorchy	17%	\$47,799.92	\$ 55,662.42	\$23,899.96
Hobart	20%	\$56,235.20	\$ 65,485.20	\$28,117.60
Huon Valley	6%	\$16,870.56	\$ 19,645.56	\$8,435.28
Kingborough	14%	\$39,364.64	\$ 45,839.64	\$19,682.32
Sorell	6%	\$16,870.56	\$ 19,645.56	\$8,435.28
Southern Midlands	2%	\$5,623.52	\$ 6,548.52	\$2,811.76
Tasman	1%	\$2,811.76	\$ 3,274.26	\$1,405.88
	100%	\$281,176.00	\$ 327,426.00	\$140,588.00
		\$281,176.00	\$327,426.00	\$140,588.00



Southern Midlands Council

Dog Management Policy 2016

August 2016



Table of Contents

Definitions	4
1. Introduction	7
2. Code of Responsible Dog Ownership	7
2.1 Dog Owners Responsibilities	7
2.2 Irresponsible Dog Ownership.....	8
2.3 Seizure of Dogs.....	8
3. Control of Dogs	9
3.1 Responsibilities of the Owner or Person in Charge of a Dog	9
3.2 Dogs in Vehicles.....	9
4. Declared Areas	10
4.1 Off the Lead Dog Exercise Areas.....	10
4.2 Areas where dogs are required to be on leads	10
4.3 Dog Prohibited Areas	10
4.4 Prohibited Public Areas	11
5. Dangerous Dogs	11
5.1 Restricted breed dogs	11
5.2 Sale and Purchase of Dangerous and Restricted Breed Dogs.....	12
5.3 Monitoring the Location of Dangerous Dogs	12
5.4 Collars and Signage Associated with Dangerous Dog.....	12
5.5 Declaration of a Dangerous Dog.....	13
5.6 Requirements for Keeping Dangerous Dogs	13
5.7 Dangerous Dog Enclosures & Secure Confinement of Restricted Breed Dogs 13	
5.8 Attacks by dangerous or restricted breed dogs.....	14
5.9 Loss, straying or death of a dangerous or restricted breed dog	14
6. Dogs Creating Nuisance	14
7. Registration and Registration Fees	15
8. Kennel Licences	15
8.1 Limitations on Licences	16
8.2 Application Requirements for Licence	16
8.3 Kennels - Requirements	17
10. Review Period	17
11. Further Information	18
• Dog Control Act 2000	18
• Dog Control Regulations 2010	18
12. Appendix A - Enforcement	19



Preamble.....	19
Purpose of this Document.....	19
Defining Enforcement	19
Principles of Good Enforcement	19
<i>Proportionality</i>	20
<i>Consistency</i>	20
<i>Transparency</i>	20
Authorisation of Officers	21
Decision Making	21
Enforcement Options	22
<i>No Action</i>	22
<i>Informal Action</i>	22
<i>Mediation</i>	23
<i>Formal Action</i>	23
<i>Service of Orders / Directions / Notices</i>	23
<i>Action in Regard to a Default</i>	24
<i>Prosecution</i>	24
13. Appendix B – Mangalore Recreation Ground Conditions	26

PREAMBLE

- *Local Government is charged with legislative responsibilities which protect individuals and the community as a whole.*
- *Council’s customers include, both those on whom the law places a duty and those whom the law protects.*
- *While it is ultimately the responsibility of individuals and other bodies to comply with the law, Council staff are required to carry out activities which enforce compliance.*
- *In addition to enforcement, Council carries out a range of activities to ensure compliance such as community education programs to encourage conformance.*

COUNCIL’S OBLIGATION

- *to provide consistency in enforcement action in matters of non-compliance;*
- *to ensure transparency, procedural fairness and natural justice principles are applied; and*
- *to ensure that enforcement action is proportionate to the alleged offence in each case.*



Definitions

In this policy:-

“at large”

A dog is at large if it is –

~~(a) it is not under the effective control of a person in a public place and it is not under the effective control of a person; or in or on premises without the consent of the occupier; or~~

~~(a)(b) without the consent of the occupier, in or on a public place that is occupied or private premise that are occupied.~~

~~(a) it is a dangerous dog in a public place and is –~~

~~(ii) in the charge of a person under the age of 18 years; or~~

~~(iii) without a muzzle; or~~

~~(iv) not on a lead; or~~

~~(v)(i) without an approved collar.~~

“**domestic animal**” means any live vertebrate animal other than a human being; an animal kept as a domestic pet.

“**dog**” means an animal of the species *Canis familiaris* or *Canise familiaris dingo*

“**appropriate fees**” in relation to a fee, means a fee determined by the Council.

“**attack**” includes bite, menace or harass.

“**authorised person**” means:-

(a) a police officer; or

(b) a general manager; or

(c) a person appointed by a general manager to be an authorised person; or

~~(d) a person who is a ranger under the *National Conservation Act 2002*; or~~

~~(d) (da) a person who is a ranger under the *National Parks and Reserves Management Act 2002*;~~

(e) a person appointed as a bailiff of Crown Lands under the Crown Lands Act 1976.

“**built-up area**” means an area in which:-

(a) there are buildings on land next to the road; and

(b) there is street lighting at intervals not over 100 metres for a distance of at least 500 metres, or, if the road is shorter than 500 metres, for the whole road.

“**dangerous dog**” means a dog declared to be a dangerous dog under section 29 or 30 of the *Dog Control Act 2000*.

A general manager, by notice served on the owner of a dog –

(a) may declare that dog to be a dangerous dog if –

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- (i) the dog has caused serious injury to a person or another animal; or
- ~~(ii)~~ there is reasonable cause to believe that the dog is likely to cause serious injury to a person or another animal; ~~and~~



“**declared area**” means a declared area under division 2 or part 3 of the *Dog Control Act 2000*.

“**de-sexed dog**” means ~~to render permanently incapable of reproduction a dog of either sex which has been sterilised or neutered.~~

“**effective control**” means effective control as referred to in section 4 of the *Dog Control Act 2000*.

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“**exercise area**” refers to an area declared under section 20 of the *Dog Control Act 2000*.

“**General Manager**” means the general manager of the Council appointed under the *Local Government Act 1993*.

“**Guide Dog**” means

(a) a guide dog as defined by the [Guide Dogs and Hearing Dogs Act 1967](#); or

~~(b)~~ a dog training to be a guide dog;

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“**Hearing Dog**” means

~~(a)~~ a hearing dog as defined by the [Guide Dogs and Hearing Dogs Act 1967](#); and

~~(b)~~ a dog training to be a hearing dog;

“**lead**” means a lead, leash, cord or chain of sufficient strength to restrain a dog.

“**licence**” means a licence to keep on premises –

(a) more than two dogs over the age of 6 months; or

~~(b)~~ more than 4 working dogs over the age of 6 months.

~~(c)~~ “**Microchip number**” in relation to a dog, means the unique identifying number associated with an approved microchip implanted in the dog;

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“**nuisance**” means a dog referred to in section 46 (3) of the *Dog Control Act 2000*

A dog is a nuisance if:

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(a) behaves in a manner that is injurious or dangerous to the health of any person; or

(b) ~~it~~ creates a noise, by barking or otherwise, that persistently occurs or continues to such an extent that it unreasonably interferes with the peace, comfort or convenience of any person in any premises or public place.

“**owner of a dog**” means a person referred to in section 6 of the *Dog Control Act 2000*.

The person who is the owner of a dog is –

(a) in the case of a registered dog, the person in whose name the dog is registered; or

(b) in the case of an unregistered dog, the person who ordinarily keeps the dog; or

~~(c) in the case of a child's pet, the child's parent or guardian.~~

Southern Midlands Council - Dog Management Policy August 2016



“**pensioner**” means a person in receipt of a Federal Pension as defined in the *Local Government Act 1993*.

“**premises**” includes land or any part of any premises or land and includes private premises and a public place:-

“**prohibited area**” means an area declared under section 22 of the *Dog Control Act 2000*.



“public place” means:-

- (a) a public places as defined in the *Police Officers Act 1935*; and
- (b) a road; and
- (c) a road related area.

“register” means a register kept under section 15 of the *Dog Control Act 2000*.

“registered dog” means a dog registered in accordance with the *Dog Control Act 2000*.

“registration disc” means a disc or tag referred to in section 10 (1) of the *Dog Control Act 2000*.

“restricted area” means an area declared under section 23 of the *Dog Control Act 2000*.

“road” means:-

- (a) an area that is developed for, or has as one of its main uses, the driving or riding of motor vehicles and is open to, or used by, the public; and
- (b) a part of the kerb; and
- (c) an unsealed part of a sealed road.

“road related area” means:-

- (a) an area that divides a road; or
- (b) a footpath or nature strip adjacent to a road; or
- (c) a footpath or track that-
 - (i) is not a road; and
 - (ii) is designed for use by cyclists or pedestrians; and
 - (iii) is open to the public.

“shopping centre” means a collection of shops in an enclosed area covered by a roof or forming a courtyard or square, excluding any area provided for the parking of vehicles.

“training area” means an area declared under section 21 of the *Dog Control Act 2000*.

“working day” means a day on which the public office of the council is open for business.

“working dog” means a dog used principally for:-

- (a) droving or tending stock; or
- (b) detecting illegal substances; or
- (c) searching, tracking or rescuing; or
- (d) working with police officers.



1. Introduction

The Southern Midlands Council is committed to encouraging the responsible ownership of dogs within its municipal area. To achieve this it will enforce its responsibilities set out in the *Dog Control Act 2000* as well as the *Dog Control Amendment Act 2009* and abide by its commitments set out in this Dog Management Policy.

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The Council recognises the significant contribution that responsible dog owners (whether urban, rural or working dogs) can make within society. Therefore a strong emphasis will be placed on education to ensure that all dog owners and potential dog owners are encouraged to behave responsibly.

Community education will be progressed through measures including the production of information pamphlets, articles in Council's newsletter and other publications, use of the Community Radio Station and presentations to schools and community groups.

Council recognises that education programs need to target new residents, particularly those that have had no experience living in country areas and who may therefore be unaware of the associated additional responsibilities of dog ownership.

2. Code of Responsible Dog Ownership

2.1 Dog Owners Responsibilities

To promote responsible ownership the Southern Midlands Council will ensure its policies are consistent with community expectations, and are designed to encourage a compatible relationship between dog owners and non-dog owners.

It is the responsibility of every dog owner whilst in the municipal area of Southern Midlands to:

- Ensure that the dog is registered and that registration is maintained, as well as ensuring that the dog is microchipped in accordance with the *Dog Control Act 2000*;
- Ensure that the dog is kept under effective control at all times and not allowing a dog to be at large;
- Ensure that a bitch on heat is confined away from a public place;
- Ensuring that it is collared and on a lead in public places and that it is properly restrained when in or on a vehicle;
- Ensure that the dog does not cause a nuisance to any other person, whether by persistent or loud barking, howling or by any other means;
- Ensure that the dog does not injure, endanger, intimidate, or otherwise cause distress to any person. *An owner is responsible for the actions of a dog;*
- Ensure that the dog does not damage or endanger any property belonging to any other persons;
- Ensure that dogs are not allowed to roam unsupervised;



- Take all reasonable steps to ensure that the dog does not injure, endanger, or cause distress to any live-stock, poultry, ~~domestic~~ animal, or protected wildlife;
- Ensure that the dog receives proper care and attention and is supplied with proper and sufficient food, water and shelter;
- Ensure that the welfare of the dog is protected as required by the *Animal Welfare Act 1993*
- Ensure that the dog receives adequate exercise; and
- Clean up after the dog should it defecate in a public place and dispose of waste in a responsible way.

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An owner can be held liable for the actions of a dog and can be fined or penalised for dog control offences. Owners can also be liable to pay compensation for injury or damage caused by a dog in their charge.

An owner's failure to properly control a dog may in some circumstances result in the dog being destroyed.

2.2 Irresponsible Dog Ownership

No matter how much positive education on responsible dog ownership the community is exposed to, there will always be an element of our society that is unresponsive and uncooperative. Such people either fail or simply refuse to conform to acceptable codes of behaviour and reasonable community expectations.

It is this minority group that make it necessary to have legislation in place to govern the keeping of dogs in our community. Council is committed to maintaining community standards by means of positive education wherever possible. However, at times it is necessary to instigate legal proceedings to change some people's attitudes and unacceptable behaviour. Council is equally committed to "Education by Prosecution" if required.

2.3 Seizure of Dogs

Pursuant to the *Dog Control Act 2000* authorised officers have the power to seize and impound any dog:

- That is not under effective control,
- That is in a prohibited area,
- That has attacked or chased any person or animal
- Where there is reason to believe it may attack or chase any person or animal

Impounded dogs that are currently registered will be held for a period of 5 working days before any further action. Dogs that are not registered will be kept for a minimum period of 3 working days.

Council's preferred solution for dogs that are impounded but remain unclaimed is for re-homing. Only as a last resort will dogs be put down.



3. Control of Dogs

Southern Midlands Council is committed to providing a caring and safe community. To achieve this Council will enforce its regulatory functions in relation to the *Dog Control Act 2000*.

3.1 Responsibilities of the Owner or Person in Charge of a Dog

Under the Act the owner or person in charge of a dog must ensure (that):

1. That the dog remains under effective control and does not cause a nuisance in private premises, in a public place, or rushes at or chases any person.
2. The dog is on a lead ~~no~~ no longer than 2 metres when in a built-up area in a public place
3. The dog is not tethered to a fixed object in a public place by a lead longer than 2 metres or for longer than 30 minutes.
4. They have no more than 2 dogs on a lead on a footpath or road
5. They have no more than 4 dogs in their charge in a public place
6. When on private property the dog/s are securely confined to that property
7. Must immediately remove and dispose of any faeces left by a dog in a public place or in a place not owned, or leased. ~~They clean up after the dog should it defecate in a public place~~
8. The dog is wearing a collar and registration disc when in a public place
9. Council is notified on the death, loss or disposal of a dog, or a change of address
10. The dog does not rush at or chase motor vehicles or bicycles in a public place
11. The dog does not attack or chase any person or another animal
12. Dogs are not taken into prohibited areas
13. Dogs are not taken into restricted areas outside allowable times
14. The dog is microchipped in accordance with the Act

Failure to comply with these requirements is an offence under the Dog Control Regulations 2010 and may be punished by a fine of up to five penalty units (as of 1 July 2010, one penalty unit is equal to \$130)

Regular patrols of the municipal area will be maintained by the Animal Control Officer to ensure compliance by the dog owners with provisions of the *Dog Control Act 2000*.

The Southern Midlands Council will locate dog tidy bins within exercise areas and other high usage areas where deemed necessary.

It is the responsibility of owners to ensure they have the means to clean up after their dogs in public places.

3.2 Dogs in Vehicles

When a dog is in or on a vehicle, the owner or person in charge of the dog must restrict it sufficiently so that it is unable to leave the vehicle or attack any person or animal outside the vehicle. Failure to do so is an offence punishable by a fine of up to



five penalty units. When in open vehicles, dogs should be restricted in such a way that the restraint does not allow the animal to reach over the side of the vehicle.

Using a restraint that permits a dog to be strangled or otherwise injured, should it fall from the vehicle, may be an offence under the Animal Welfare Act 1993. Animal welfare offences are punishable by fines of up to 100 penalty units and/or a term of imprisonment of up to 12 months.

4. Declared Areas

4.1 Off the Lead Dog Exercise Areas

Being a large rural municipality it is assumed that most dog owners have the opportunity to exercise their dog(s) without the need for dedicated off-lead exercise areas.

Nevertheless, Council recognises that there may be a need for such areas in parts of the municipality and is prepared to accept and consider nominations of such areas from the community.

In past years Since the last Dog Management Policy 2011, Council has sought commenced a process to identify such areas as part of its strategic planning and Community consultation process. This process has given rise to the Mangalore Recreation Ground in Blackbrush Road being declared as a Dog Training Area, under Section 21, Training areas, *Dog Control Act 2000*. The conditions for the use of that Declared Dog Training Area are included in the Appendices.

In addition to the above, the property adjacent to the Kempton Recreation Ground is to be declared an area where dogs may be exercised

It is noted that, while in any dedicated off-lead exercise area, dogs are still required to be under the effective control of the owner at all times and must be prevented from creating a nuisance to nearby residents and other users.

In addition, dogs declared dangerous under the *Dog Control Act 2000* remain subject to the requirements of Section 32 of the Act and must not be allowed off a lead, even when in a dog exercise area.

The Southern Midlands Council will locate dog tidy bins within formally designated exercise areas and other high usage areas where deemed necessary.

4.2 Areas where dogs are required to be on leads

As defined under Section 4 (2) of the *Dog Control Act 2000* all road and road related areas in built up areas are areas where dogs must be on leads at all times.

In addition, dogs must be on leads in all Council parks except those designated as off lead exercise areas

4.3 Dog Prohibited Areas

(Guide dogs and hearing dogs are exempt from these provisions)



These areas relate to sensitive habitats for wildlife, reserves which are set aside for biodiversity conservation and provide recreational opportunities for users that are compatible with the protection of these values.

The following areas are declared as areas prohibited to dogs on the basis that they provide sensitive habitat for wildlife.

- Chauncy Vale Sanctuary
- Lake Dulverton Wildlife Reserve (The Reserve is defined as being that area under water at any point of time)
- Lake Tiberius
- Coal River Gorge Nature Reserve
- All dedicated Conservation Areas

4.4 Prohibited Public Areas

(Guide dogs and hearing dogs are exempt from these provisions)

The *Dog Control Act 2000* prohibits dogs in the following defined areas:

- In any grounds of a school, pre-school, kindergarten, crèche or any other place for the reception of children without the permission of a person in charge of the place
- Any shopping centre or shop
- In any grounds of a public swimming pool
- Any playing area of a sportsground on which sport is being played
- Any area within ten metres of a children's playground

Additional Areas includes:

- Any place licensed as a Place of Assembly

5. Dangerous Dogs

Amendments to the Act were made in 2009 in response to widespread community concern about dog attacks, which can result in horrific injuries and, in extreme cases, the death of the victim. The Government introduced new controls with the aim of increasing public safety and highlighting the responsibilities of dog owners. Changes were made to the requirements relating to dogs declared to be dangerous dogs, and a category of restricted breed dog has also been introduced.

5.1 Restricted breed dogs

Dogs of a breed which have been banned from importation into Australia may be declared restricted breed dogs. Of the breeds banned from importation, only the American pit bull terrier or pit bull terrier is understood to be in Tasmania.



~~The~~ restricted breed dogs are

- [Dogo Argentino \(or Argentinean mastiff\)](#)
- [American Pit Bull Terrier \(or Pitt Bull Terrier\)](#)
- [Fila Brasileiro \(or Brazilian mastiff, Brazilian guard dog or Cao de Fila\)](#)
- [Perro de Presa Canario \(or Presa Canario\)](#)
- [Japanese tosa \(or tosa Inu, tosa fighting dog or Japanese fighting dog\)](#)
- [Any other breed, kind or description of dog whose importation into Australia is prohibited by or under the *Customs Act 1901* of the Commonwealth](#)

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~~the dogo Argentino, the fila Brasileiro, the Japanese tosa, the American pit bull terrier or pit bull terrier, and the Perro de Presa Canario or Presa Canario.~~ These breeds were banned from importation into Australia over 15 years ago due to the threat they pose to public safety. Cross-breeds are not included. Council officers will determine whether a dog is a restricted breed dog on the basis of approved guidelines which will include key characteristics of dog breeds such as height, weight, coat, colouration, tail carriage, and facial and body features.

Owners can appeal the declaration of their dog as a restricted breed dog to the Magistrates Court (Administrative Appeals Division) within 28 days of the service of notice of the declaration. In such an appeal the onus is on the owner to prove that the dog is not a restricted breed.

5.2 Sale and Purchase of Dangerous and Restricted Breed Dogs

A person who wishes to purchase or become the owner of a restricted breed dog must apply to Council for approval to have ownership transferred to them.

All dogs declared to be dangerous or restricted breed dogs in other states will be recognised as such in Tasmania and approval will be required before they can be imported into the state.

~~A person must not, without the written approval of a general manager, sell, or otherwise transfer ownership of, a dangerous or a restricted breed dog. Failure to notify council may incur a penalty of up to 20 penalty units.~~

~~A dangerous or restricted breed dog may only be sold or given away after the buyer or new owner has received prior approval from Council. The seller must notify their council within 24 hours of completion of the sale of the dog and failure to notify the council of such a sale may incur a penalty of up to 20 penalty units.~~

5.3 Monitoring the Location of Dangerous Dogs

The Southern Midlands Council dog register will record all dogs declared dangerous under the *Dog Control Act 2000*. This register will contain the owners name and address, and dog registration details.

Where the Southern Midlands Council is made aware that a dangerous dog has moved to another municipal area, notification will be given to that Council. On a regular basis, an officer of the Southern Midlands Council will visit the premises on which a dangerous dog is kept to ensure:

- a) the dog is being housed correctly as defined in the *Dog Control Act 2000*, and
- b) appropriate signage is displayed at every entrance to the property.



Appropriate legal action will be taken against any dangerous dog owner not complying with the regulations.

5.4 Collars and Signage Associated with Dangerous Dog

To ensure dogs that are declared dangerous under Section 32 and 33 of the *Dog Control Act 2000* are using the specified collars and warning signage, the Southern Midlands Council will make the required purchases from the appropriate supplier and issue them to the owner of the dangerous dog. The costs associated with purchasing the items will be the responsibility of the dog owner.



5.5 Declaration of a Dangerous Dog

Any dog that has caused serious injury to a person or another animal, or there is reasonable cause to believe that the dog is likely to cause serious injury to a person or another animal, may be declared a dangerous dog.

Where the Council has cause to believe that a dog is likely to cause serious injury to a person or another animal, the Council will consider all evidence, including third party dog behaviour assessments where necessary, before declaring the dog to be dangerous.

As defined in the *Dog Control Act 2000*, all dogs that are recognised as used to guard non-residential premises will be immediately declared dangerous.

5.6 Requirements for Keeping Dangerous Dogs

The owner of a dog declared dangerous must ensure that the dog is [de-sexed, and](#) implanted with an identifying micro-chip in an approved manner, within 30 days of being served notice of the declaration.

The owner or person in charge of a dangerous dog must ensure that approved signs are displayed at all entrances to the property where the dog is kept. These are available only through Council.

The owner or person in charge of a dangerous dog must ensure the dog wears an approved collar at all times. These are available only through Council.

When on private premises and not under adult supervision or, in the case of a guard dog, when the dog is not performing guard duties, it is to be housed in a childproof enclosure.

The owner or person in charge of a dangerous dog must ensure that the dog, when in a public place is:

- a. muzzled so as to be unable to bite a person or animal; and
- b. [on a lead not exceeding 2 metres in length and of sufficient strength to control and restrain the dog; and](#)
- ~~b.c.~~ [restricted in or on a vehicle so that it is unable to leave the vehicle or attack any person or animal outside the vehicle; and](#)
- ~~e.d.~~ under the control of a person at least 18 years of age.
- ~~d.e.~~ *wearing an approved collar at all times (an approved collar has distinctive markings and is available through Council).*

Failure to meet any of these requirements may incur a penalty of up to 20 penalty units.

5.7 Dangerous Dog Enclosures & Secure Confinement of Restricted Breed Dogs

When not under the control of a person, a dangerous dog must be kept in a [childproof](#) enclosure that meets certain requirements. Owners of dangerous dogs should refer to the Dog Control (Regulations) 2010 for the full requirements.

The [childproof](#) enclosure must be a full enclosure and:



- a. be fully enclosed; and
- b. be childproof; and
- a-c. have a minimum height of 1.8 metres and a minimum width of 1.8 metres
- b-d. have a floor area of at least 10 square metres for each dog in the enclosure
- e-e. have walls, roof and door or gate made of brick, timber, concrete, iron or mesh, or a combination of those materials, of sufficient strength and durability to prevent the escape of a dog
- e-f. have a sufficient weatherproof sleeping area for each dog in the enclosure
- e-g. have a sealed, graded concrete floor
- f-h. be situated so as not to require a person to pass through it to gain access to other parts of the property
- g-i. if fitted with a door or gate, be fitted with a self-closing and self-latching mechanism for the door or gate, be locked from the outside when a dog is inside the enclosure, and have a clearly legible sign saying "Dangerous Dog" displayed on the door or gate, and
- h-j. be sufficient to prevent any dog in it from escaping.

Council may detain a dangerous dog until a suitable enclosure has been built and the dog owner will be responsible for the costs of holding the dog. If a suitable enclosure is not built, Council may destroy the dog and recover all costs from the owner.

When on private premises a restricted breed dog does not have to be kept in such an enclosure, but must be securely confined to those premises.

A warning sign that meets certain requirements must be erected at each entrance to a property that houses a dangerous or restricted breed dog. Council can advise where the appropriate signs can be obtained.

5.8 Attacks by dangerous or restricted breed dogs

If a dog declared to be a dangerous or restricted breed dog attacks a person or animal, the owner is guilty of an offence and may be punished by a fine or imprisonment. A restricted breed dog that attacks a person or animal may subsequently be declared a dangerous dog.

A person found guilty of an attack by an already-declared dangerous dog will be automatically banned from owning or being in charge of any dog for a period of five years

5.9 Loss, straying or death of a dangerous or restricted breed dog

If a dangerous or restricted breed dog goes missing, strays or dies, or is lost, sold or given away to another owner, the owner or a person on behalf of the owner must notify the council as soon as possible and failure to do so may incur a penalty of up to 20 penalty units.

A dangerous or restricted breed dog must not be allowed to stray or be abandoned, and abandonment is also an offence under the Animal Welfare Act 1993.

6. Dogs Creating Nuisance

Council recognises the problems associated with nuisance dogs and in particular the



| issue of excessive dog barking. Council's preferred option is to stop the dog barking



quickly without the need for lengthy legal proceedings which are costly and time consuming.

Therefore the most important issue is for the owner to be made aware of the nuisance and to be advised as to the best methods available to alleviate the problem. Using this approach, these issues can often be settled quickly and without causing conflict amongst neighbours.

Council will follow the processes set out in its standard operating procedures when investigating nuisance dogs (for a copy of Council's standard operating procedures refer to Council web site www.southernmidlands.tas.gov.au)

7. Registration and Registration Fees

All fees payable under the *Dog Control Act 2000* will be determined by the Council (section 80). The schedule of fees will be set annually prior to the end of May in each year and will be in line with the financial year, i.e. 1st July to 30th June.

Consultation with other municipal councils may occur to ensure a level of consistency and uniformity in regard to fee structures.

Fees subject to this section include:

- Registration fee
- Formal notice of complaint
- Licence applications and renewals (Division 7)
- Impounding reclaim fee
- Impounding maintenance fee
- Replacement tag fee

In addition to setting a schedule of fees, Council will also determine categories of dog registration, discounted registration fees and the required evidence in order to claim a discounted registration fee.

Refund of registration fees will only be provided for dogs that have died or those that have been de-sexed in the current year of registration. Refunds are only available on completion of the appropriate form lodged with Council by the owner of the dog subject of the claim. Any refund provided is on a pro-rata basis as at the time application.

A discount will also be offered to pensioners.

The Southern Midlands Council will transfer dog registrations from other Tasmanian Councils at no cost to the dog owner, provided the registration is for the same registration period.

8. Kennel Licences

The Southern Midlands Council will administer kennel licences in line with Division 7, of the *Dog Control Act 2000*. In particular, any property upon which it is intended to



keep more than two dogs (or more than four dogs in the case of working dogs) will be required to submit an application for a kennel licence. Such applications include a fourteen day representation period.

In addition, where required by the planning scheme, an application for a development / use permit pursuant to the *Land Use Planning and Approvals Act 1993* may also be required for kennels.

8.1 Limitations on Licences

A Licence for kennels will not be approved in the following circumstances:

- Licences will not be approved for more than 5 dogs in a village zone, business zone or residential zone (not including the rural residential zone) of the Planning Scheme.
- Licences will not be approved in respect of properties where the land is less than 600sq metres in size.
- Licences will not be approved for kennels on land used for multiple dwellings (i.e. strata dwellings).

8.2 Application Requirements for Licence

All applications to Council for kennel licences and development/use permits for kennels must include plans and details sufficient for Council officers and any member of the public interested in the application to gain a full understanding of what is proposed. Once detailed plans are submitted to the satisfaction of Council Officers then Council will advertise the application in the local newspaper at a cost specified in the Council *Schedule of Fees and Charges*.

Before determining the application, Council officer(s) will inspect the premises to assess its suitability for the number and type of dogs proposed to be kept on the property, along with relevant issues raised within representations received from members of the public.

Upon being satisfied that the proposal meets with the requirements listed in Division 7, of the *Dog Control Act 2000*, and any relevant planning scheme requirements, the appropriate approvals will be issued by Council. It is noted that kennel licences issued pursuant to the *Dog Control Act 2000* apply to the applicant, whereas development / use permits for kennel issued pursuant to the *Land Use Planning and Approvals Act 1993* apply to, and run with, the property regardless of subsequent change of ownership.

A kennel licence will apply for a financial year, and must be renewed annually. During the course of each year a Council officer will inspect every property issued with a licence to ensure compliance of the licence conditions.

Where a dog owner is not meeting the conditions, appropriate action will be taken pursuant to the *Dog Control Act 2000* and/or the *Land Use Planning and Approvals Act 1993*.



In the event of extenuating circumstances the General Manager may grant a temporary exemption from the need to obtain a licence if in the opinion of the General Manager, that in doing so, it will not cause a nuisance to any other person in any other premises.

8.3 Kennels - Requirements

The following specifications are considered the minimum required for the construction of kennels and yards in licensed premises:

- The kennel or yard is to be sited the furthest practical distance, (and not less than 9 metres), from any neighbouring dwelling.
- The kennel or yard shall be at least 2 metres from any boundary of the premises on which the kennel or yard is constructed.
- The premises shall be enclosed in such a manner so as to contain any dogs kept in the kennel or yard.
- The kennel or yard shall be constructed in such a way as to provide effective methods of cleaning and disinfection.
- There shall be sufficient room to allow dogs reasonable freedom of movement.
- There shall be a raised (50mm) weatherproof sleeping area.
- Adequate ventilation and insulation shall be provided to maintain a comfortable internal temperature free from condensation.
- A sanitary method of disposal of excreta and other waste shall be provided to the satisfaction of the General Manager.

Council may issue a kennel licence for the keeping of a specified number of dogs on premises which does not comply with some or all of the above minimum specifications provided that the General Manager or his delegate is satisfied that adequate provisions for health, welfare and control of the dogs is provided, and no nuisance is likely to occur to any other person.

10. Review Period

In accordance with section 7(4) of the *Dog Control Act 2000* the Southern Midlands Council will review the Dog Management Policy at least every five years and more regularly should there be significant changes in community expectations relating to the issue of dog control within the municipal area.

A twelve month trial period will be introduced for any off lead areas that may be declared; therefore the first review of this policy will take place immediately following the trial period.



11. Further Information

Southern Midlands Council web site

www.southernmidlands.tas.gov.au

- Animal Management – Is Your Dog a Noisy Dog?
- Animal Management – Barking Dogs
- Animal Management – Anti Barking Collar Hire
- Animal Management – Anti Barking Collar Hire Rental Agreement
- Animal Management - Anti Barking Collar Purchase
- Animal Management – Notice of Complaint Form
- Animal Management – Dog Attack Incident Report Form
- Standard Operating Procedure – Barking Dogs
- Standard Operating Procedure – Seizing & Impounding a Dog
- Standard Operating Procedure – Dog Attack & Harassment

Tasmanian Legislation website

www.thelaw.tas.gov.au

- *Dog Control Act 2000*
- Dog Control Regulations 2010

Department of Premier & Cabinet - Local Government Division

www.dpac.tas.gov.au/divisions/lgd/dog_control

- General Dog Legislation & Control Matters



12. Appendix A - Enforcement

Preamble

Local Government is charged with legislative responsibilities which protect individuals and the community as a whole. Council's customers include both those on whom the law places a duty and those whom the law protects. While it is ultimately the responsibility of individuals and other bodies to comply with the law, Council staff are required to carry out activities which enforce compliance.

This policy is an "umbrella" policy which outlines Council's approach to enforcement matters and provides staff with direction about the manner in which enforcement activities are to be undertaken.

In addition to enforcement, Council carries out a range of activities to ensure compliance such as community education programs to encourage conformance. Detailed policies and procedures about these specific activities may also apply.

Enforcement activities include:

- patrolling streets and public places;
- inspecting premises either on a routine programmed basis or on a random basis; and
- responding to enquiries and complaints.

Purpose of this Document

- convey communication to the broader Community
- to provide consistency in enforcement action in matters of non-compliance;
- to ensure transparency, procedural fairness and natural justice principles are applied; and
- to ensure that enforcement action is proportionate to the alleged offence in each case.

Defining Enforcement

Council adopts a broad definition of "enforcement" which combines the provision of advice; assisting compliance, and with formal action where necessary. This is intended to encourage higher levels of voluntary compliance with legal requirements by individuals, businesses and other bodies.

Notwithstanding the above, Council will take immediate action when required (for example to ensure public health and safety or to protect the environment) and take firm action against those who act unlawfully when circumstances warrant.

Principles of Good Enforcement

Enforcement actions are taken within the context of both a legal and policy framework. Council staff will carry out their enforcement related work with due regard to the following principles.



Proportionality

A proportionate response means that Council's actions will be scaled to the seriousness of the breach.

Council recognises that most individuals want to comply with the law and will assist compliance by being open and helpful, offering informal advice and providing the chance to discuss compliance problems.

Attention will be focussed on those whose activities give rise to the most serious risks, or where potential hazards are least well controlled. Depending on the seriousness and persistence of the infringement, Council will minimise the costs to the person or body infringing the law by enforcing the minimum action necessary to secure future compliance. Prosecution will generally be used as a last resort, or for continuous serious offences.

Consistency

Council will take a similar approach in similar cases to achieve similar outcomes.

While decisions on enforcement require the use of professional judgement and discretion to assess varying circumstances, officers will:

- follow standard operating procedures wherever possible;
- ensure fair, equitable and non-discriminatory treatment; and
- record any deviation from standard operating procedures and the reasons.

Transparency

Council will be open and transparent about the manner in which it undertakes enforcement activities and the laws it enforces. It will consult on and provide ready access to published standards and levels of service and performance that can be expected and be clear and open about what is expected from those on whom the law places a duty (duty holders).

In educating the community at large and dealing with duty holders, Council will make a clear distinction between what is legally required and what is desirable but not compulsory.

Staff will be open to discussing potential and actual compliance failures, before, during and after formal action has been taken.

When remedial action is needed Council will explain clearly and in plain language why the action is necessary. Where practicable, it will give notice of its intent to commence formal action. It will point out what action is required to achieve compliance and the timeframe for undertaking that action. Advice will be provided on the process for seeking a review of, or how to appeal against that decision.



Where it is not practical to give notice, the reasons why will be recorded.

Complainants will be advised of what action has been taken and why that action has been taken.

Authorisation of Officers

Only officers who are competent by training, qualification and/or experience will be authorised to take enforcement action. Officers will also have sufficient training and understanding of Council's policies and procedures to ensure a consistent approach to their duties. Any decision to act other than in accordance with this policy must have approval from the relevant Manager and the reasons for action recorded. Officers are required to show their authorisations on demand.

Decision Making

Where non-compliance is discovered as a result of enforcement activities, options available to the Council to seek or promote compliance include:

- explaining legal requirements and, where appropriate, the means to achieve compliance;
- providing an opportunity to discuss points of issue where appropriate;
- allowing reasonable timeframes to achieve compliance
- facilitating mediation between affected parties;
- issuing a verbal or written warning; or
- enforcement actions such as issuing an order/direction/notice or prosecution.

Enforcement decisions must be fair, consistent, balanced and relate to common standards that ensure the public is adequately protected. Where a decision is made not to investigate a complaint, the decision and reasons, will be recorded, and the complainant will be advised in writing.

In coming to a decision on the most appropriate means of enforcement, the officer shall consider, amongst other relevant factors:

- the seriousness of the offence;
- the degree of wilfulness involved;
- past history;
- the consequences of non-compliance;
- the likely effectiveness of the various enforcement options;
- deterrence;
- the effect on the community and other people; and
- consistency of approach to similar breaches/offences.

The following factors are to be ignored when choosing an enforcement strategy:

- any element of discrimination or bias against the person such as ethnicity, nationality, political association, religion, gender, sexuality or beliefs; and



- possible political advantage or disadvantage to a government, person holding (or a candidate for) public office, or any political group or party.

Where a personal association or relationship with the alleged offender or any other person involved exists:

- an alternative person will make decisions where possible; and
- the facts about any conflict/relationship will be recorded.

Written documentation will:

- include all the information necessary to make clear what needs to be done to comply with legal requirements, the required time frame and if necessary, the reasons for these actions and potential penalties for failing to comply with the request;
- include the legislation contravened, measures necessary to ensure compliance and the consequences of non-compliance; and
- clearly differentiate between legal requirements and recommendations of good practice.

Enforcement Options

No Action

No action will be taken when, after investigation, no breaches of the legislation are discovered.

It may also be appropriate to take no action when:

- the complaint is frivolous, vexatious or trivial in nature;
- the alleged offence is outside Council's area of authority; or
- taking action may prejudice other major investigations.

Informal Action

Informal action to achieve compliance with legislation may include:

- offering verbal or written advice;
- verbal warnings and requests for action; or
- written warnings.

Advice from officers will be put clearly and simply and will be confirmed in writing.

The circumstances in which informal action may be appropriate include:

- the act or omission is not serious enough to warrant formal action;
- the duty holder's past history reasonably suggests that informal action will secure compliance;
- confidence in the individual/other body is high;
- the consequences of non-compliance will not pose a significant risk; or



- where informal action may prove more effective than a formal approach.

Where statutory action is not possible, but it would be beneficial in a wider public safety context to urge a particular outcome, such action will be taken by a senior officer of Council and the reasons recorded in accordance with Council's Records Management protocols. The recipient will be made aware that the requested actions are not legally enforceable.

Mediation

Where practical, Council will make mediation available. Mediation is a possible alternative where, after investigation, an officer determines that the problems being complained of are incapable of resolution through other formal or informal means. The use of mediation services may also be appropriate where an aggrieved individual has no wish to pursue action to resolve a complaint by legal means.

Formal Action

Service of Orders / Directions / Notices

Various pieces of legislation specify the procedures which Councils must follow, in order to:

- advise of the intention to issue an Order; Direction or Notice;
- invite submissions with respect to the matter;
- order a person to do or refrain from doing a thing under specified circumstances; and/or
- issue directions specifying how the Order, Direction or Notice may be complied with.

Council Officers will use professional judgement and discretion to assess the variables relating to each matter under consideration, including the reasonableness of the actions required by an Order/Direction/Notice and the timeframe to comply.

Only in circumstances such as a threat to life or immediate threat to public health or safety will formal action be made without giving notice of intention. In these circumstances immediate compliance to resolve a situation can be required.

In most cases the person receiving the Order/Direction/Notice has a right of appeal to the appropriate court if the Order/Direction/Notice is considered unreasonable. If an Order/Direction/Notice is served for which an appeal is possible, Council will advise the recipient in writing of the right to appeal and the relevant legal provisions at the time of serving.

Where there is evidence that an offence has been committed Council may issue a Notice or launch a prosecution in addition to serving an



Order. This will only be done where it is determined that the conduct of the recipient justifies taking both steps.

Action in Regard to a Default

Failure to comply with Orders will incur further enforcement action such as launch of a prosecution.

Where action in regard to a default is provided for by legislation and the necessary work has not been carried out in the time allowed without good reason, Council may undertake the required work. Before doing the work Council will consider whether there is a realistic prospect that the person responsible will complete the work within a reasonable time. Where work in default is undertaken Council will seek to recover all costs over a fair period, using all statutory means available.

The decision to carry out action in default will be made by the General Manager or delegate.

Where an offence has been committed Council may issue an Notice or launch a prosecution in addition to taking action to fulfil an Order. This will only be done where the conduct of the recipient justifies taking such steps. Factors such as giving false information, the obstruction of Council staff and the harm or risk of harm caused by the recipient's delay will be considered in determining additional enforcement actions.

Prosecution

A prosecution will only proceed where there is a reasonable prospect that an offence can be proved beyond reasonable doubt.

The following circumstances are likely to warrant a prosecution:

- a flagrant breach of the law such that public health, safety and welfare have been put at risk;
- the alleged breach is too serious or the risks too great to be dealt with by means of an expiation;
- a failure to correct an identified serious problem after having been given reasonable opportunity to do so;
- a failure to comply with the requirements of an Order;
- an established and recorded history of similar offences;
- an unwillingness, on the part of the individual or other body, to prevent a recurrence of the problem; or
- the recovery of the costs of the investigation or remedial work or financial compensation that are required by Council or an aggrieved party.



Where circumstances warrant a prosecution all relevant evidence and information will be considered to enable a consistent, fair and objective decision to be made.

Before a prosecution is recommended there must be substantial, reliable and admissible evidence that an identifiable person or organisation has committed the offence.

A decision to prosecute must be in the public interest. In considering whether prosecution is in the public interest, the following additional factors will be considered:

- whether the offence was premeditated;
- the need to influence the offender's future behaviour;
- the effect on the offender's or witness's physical or mental health, balanced against the seriousness of the offence;
- the availability and efficacy of any alternatives to prosecution;
- the prevalence of the alleged offence and the need for deterrence, both personal and general; and
- the likely length, expense and outcome of a trial.

The final decision to prosecute will be made via a formal decision by the Council and carried out by the General Manager.



13. Appendix B – Mangalore Recreation Ground Conditions

The following conditions apply to the use of the Declared Training Area at the Mangalore Recreation Ground:

1. A supervising officer shall be appointed to oversee and take responsibilities for the activities on the day of each event;
2. A formal risk assessment must be undertaken prior to activities commencing, with a copy of that document being signed off and then tabled at the next Mangalore Recreation Ground Management Committee meeting;
3. All dogs to be on a leash and under control of a competent person whilst within the grounds, unless partaking in an activity that requires off leash work;
4. Check chains only are acceptable, no harnesses or fixed collars or halters. No check chain no train;
5. Dogs not participating in training sessions to be confined to trailers or placed into the care of a competent handler not participating in an active training session;
6. Dogs participating in training may, with permission, be allowed off leash whilst undertaking training in any activity that requires off leash work but must exhibit control at all times. Owners/trainers who exhibit any degree of loss of control will be requested to leash their dog;
7. No one to attempt to control more than two leashed dogs at any one time;
8. No one to attempt to control more than one unleashed dog at any one time;
9. All owners are responsible for cleaning up after their dog, droppings, grooming leftovers etc.;
10. Dogs in trailers and vehicles must have adequate access to water, shade and ventilation;
11. Dogs that exhibit ongoing aggression towards other dogs and/or persons must be muzzled until such times as their aggression is curbed;
12. No dogs within the buildings;
13. Respect shown at all times for other organisations equipment and needs;
14. No dogs on the ground whilst Equestrian club horses are present unless by invitation from the equestrian club(s). May be in trailers and/or vehicles whilst waiting to utilise the grounds only; and
15. Grounds, buildings and equipment must be left as found or better [clean up].

1. PURPOSE

The purpose of this policy is to affirm Southern Midlands Council strong commitment to the safety of children and young people in all of our programs and services.

2. OBJECTIVE

The primary objective of this policy is to provide information about the various mechanisms that exist within Council that are designed to support and uphold our commitment to safeguarding children and young people

3. SCOPE

This policy applies to all staff – whether paid employees or volunteers – engaged with Southern Midlands Council.

4. DEFINITIONS

Bullying	Bullying is an inappropriate use of power by one or more persons over another less powerful person or group and is generally an act that is repeated over time. Bullying has been described by researchers as taking many forms which are often interrelated and include: <ul style="list-style-type: none"> • Verbal (name calling, put downs, threats) • Physical (hitting, punching, kicking, scratching, tripping, spitting) • Social (ignoring, excluding, ostracising, alienating) • Psychological (spreading rumours, stalking, dirty looks, hiding or damaging possessions)
Child or young person	A person under the age of eighteen years.
‘Direct role’	A ‘direct role’ is one that has contact with children and young people that is not incidental, but normally part of providing a service, program or activity for children and young people.
Emotional or psychological abuse	Emotional or psychological abuse occurs when a child does not receive the love, affection or attention they need for healthy emotional, psychological and social development. Such abuse may involve repeated rejection or threats to a child. Constant criticism, teasing, ignoring, threatening, yelling, scapegoating, ridicule and rejection or continual coldness are all examples of emotional abuse. These behaviours may result in significant damage to the child’s physical, intellectual or emotional wellbeing and development.
Family violence	Family violence occurs when children are forced to live with violence between adults in their home. It is harmful to children. It can include witnessing violence or the consequences of violence. Family violence is defined as violence between members of a family or extended family or those fulfilling the role of family in a child or young person’s life. Exposure of family violence places children and young people at increased risk of physical injury and harm and has a significant impact on their wellbeing and development.



Council Policy
SAFEGUARDING CHILDREN & YOUNG PEOPLE POLICY

Approved by: Council
Approved date: Insert date
Review date: Insert date

Grooming	Grooming is where an adult builds a relationship with a child with a view to abusing them at some stage. There is no set pattern in relation to the grooming of children. For some perpetrators, there may be a lengthy period of time before abuse begins. The child may be given special attention and, what starts as an apparently normal display of affection, such as cuddling, can develop into sexual touching and then into more serious sexual behaviour. Other perpetrators may draw a child in and abuse them relatively quickly. Some abusers do not groom children but abuse them without forming a relationship at all. Grooming can take place in any setting where a relationship is formed, such as leisure, music, sports and religious activities, or in internet chatrooms, on social media or by other technological channels.
Harm	Harm is any detrimental effect of a significant nature of the child's physical, psychological or emotional wellbeing. It is immaterial how the harm is caused. Harm can be caused by: <ul style="list-style-type: none"> • Physical, psychological or emotional abuse or neglect • Sexual abuse or exploitation • A single act, omission or circumstance • A series of combination of acts, omissions or circumstances
Neglect	Neglect is the persistent failure or deliberate denial to provide the child with the basic necessities of life. Such neglect includes the failure to provide adequate food, clothing, shelter, adequate supervision, clear water, medical attention or supervision to the extent that the child's health and development is, or is likely to be, significantly harmed. Categories of neglect include, physical, medical, abandonment or desertion, emotional and education. The issue of neglect must be considered within the context of resources reasonably available.
Physical abuse	Physical abuse occurs when a person subjects a child to non-accidental physically aggressive acts. The abuser may inflict an injury intentionally or inadvertently as a result of physical punishment or the aggressive treatment of a child. Physically abusive behaviour includes (but is not limited to) shoving, hitting, slapping, shaking, throwing, punching, biting, burning, excessive and physically harmful over training and kicking. It also includes giving children harmful substances such as drugs, alcohol or poison. Certain types of punishment, whilst not causing injury can also be considered physical abuse if they place a child in a position of being hurt.
Sexual abuse	Sexual abuse occurs when an adult or a person of authority (e.g. older) involves a child in any sexual activity. Perpetrators of sexual abuse take advantage of their power, authority or position over the child or young person for their own benefit. It can include making sexual comments to a child, engaging children to participate in sexual conversations over the internet or on social media, kissing, touching a child's genitals or breasts, oral sex or intercourse with a child. Encouraging a child to view pornographic magazines, websites and videos is also sexual abuse. Engaging children to participate in sexual conversations over the internet is also considered sexual abuse.
Sexual exploitation	Sexual exploitation occurs when children are forced into sexual activities that are then recorded in some way and/or used to produce pornography. Such pornography can be in the form of actual photos or videos or published on the internet. Exploitation can also involve children who are forced into prostitution.
Staff	For the purpose of this policy "staff" refers to all people engaged with Council, whether in a paid or unpaid capacity. This includes volunteers and contractors.

5. POLICY STATEMENT

The Southern Midlands Council takes seriously its responsibility to deliver an environment that is caring, nurturing and safe.

We promote equity and respect diversity by:

- Actively anticipating children's diverse circumstances and responding effectively to those with additional vulnerabilities.
- Giving all children access to information, support and complaints processes.
- Paying particular attention to the needs of Aboriginal and Torres Strait Islander children; those with a disability, children from culturally and linguistically diverse backgrounds, Lesbian, Gay, Bisexual, Transgender or Intersex (LGBTI) children and those who are unable to live at home.

It is the responsibility of all members of the Southern Midlands Council to:

- Protect children and young people from all forms of abuse, bullying and exploitation
- Be alert of incidents of child abuse and neglect occurring outside the scope of Council programs and services that may have an impact on the children and young people in our care
- Create and maintain a child safe culture that is understood, endorsed and put into action by all who work for, volunteer in or access Council programs and services.

We require all within the Council, regardless of their role or level of responsibility, to act to safeguarding children from harm by:

- Adopting the practices and behaviour we have set as our standard when carrying out their roles.
- Reporting any abuse or neglect of which they become aware to:
 - General & Deputy General Manager's
 - External authorities responsible for child protection
 - Tasmania Police

This expectation stands regardless of whether that abuse is being perpetrated by staff within Council, or by those outside the Council including those from the child's family, extended family, their family's extended network or strangers.

5.1 Commitment to Safeguarding Children

Council is committed to ensuring the safety and wellbeing of all children and young people who access the Council's activities, programs, services of facilities. This policy seeks to address risks to child safety and to establish a safeguarding culture and practices.

5.2 Expected Behaviour

We require that each person involved in Council delivery of services to children and young people understand both their role and the behaviour we expect in relation of safeguarding children and young people. We established and communicate those expectations by:

- Working under a Code of Conduct that outlines the expectations of all staff in terms of their interaction with one another and children and young people.
- Require all staff, whether paid or volunteer, to sign the Code of Conduct through the induction process.

5.3 Staff Recruiting

Council has measures in place to minimise the likelihood of recruiting a person who is unsuitable to work or volunteer with children or young people. Our recruitment procedures require:

- Face-to-face interviews (or where necessary via video call – e.g. Skype, Zoom or Microsoft Teams) to be held.
- A minimum of two professional reference checks to be undertaken.
- Screening checks to be undertaken, which require applicants to provide proof of their identity, Registration to Work with Vulnerable People (RWVP) and a National Police Check.

5.4 Induction & Training

Council requires all new staff (whether paid or volunteer) to undertake an induction process prior to commencement. This induction process provides them with information regarding our commitment to safeguarding children. All new staff must read and declare their acceptance of the Code of Conduct.

5.5 Mandatory Reporting

Council's Mandatory Reporting Policy is approved and endorsed by the elected Council and applies to all staff. The policy states that:

- Staff must immediately report abuse or neglect and any concerns with policies, practices or the behaviour of staff.
- Staff must meet any legislated mandatory reporting requirements.
- Staff must follow a specified process when reporting abuse or neglect including who will receive reports.
- The failure to report is considered as a serious matter that, depending on circumstances, may result in disciplinary action or be grounds for dismissal.

Staff are requested to notify the General Manager where a mandatory report has been made. Provision has been made for this process through the 'Mandatory Report Notification Form', which may be accessed and completed by any person.

Council staff have access to the 'Mandatory Reporting Policy' and are required to understand its implications for their role. Council document any allegation, disclosure or concern regarding child abuse and monitor responses to all allegations, disclosures or concerns.

5.6 Maintain & Improve Policies / Procedures

Southern Midlands Council are committed to maintaining and improving our policies, procedure and practises to safeguarding children and young people from neglect and abuse. Council monitor staff and external providers to encourage appropriate practice and behaviour to ensure that policies are adhered to.

Council has screening checks to be undertaken, which require applicants to provide proof of their identity, Registration to Work with Vulnerable People (RWVP) and a National Police Check.

5.7 Record Keeping

This policy is to be kept for three (3) years until review, unless there is a significant legislative or organisational change requiring earlier review. Council retain 'evidence' to document each review undertaken. Such evidence may include minutes of meetings and documentation of changes to policies and procedures that result in a review.

5.8 Communication

Council communicate this Mandatory Reporting Policy and its requirements to all staff (whether paid or volunteer) who are involved with children and young people within the organisation. All Council staff are involved in reviews of this policy and its requirements and communicate any significant alterations to all personnel.

6. LEGISLATION

The *Children, Young Persons and Their Families Act 1997*

Please familiarise yourself with this legislation at

<https://www.legislation.tas.gov.au/view/html/inforce/current/act-1997-028>

7. RELATED DOCUMENTS

- Code of Conduct Employees
- Mandatory Reporting Policy
- Mandatory Report Notification Form

8. DOCUMENT ADMINISTRATION

This Instruction is a managed document and is to be reviewed every 3 years or as directed by the General Manager.

This document is Version X.X effective XX-XX-XXXX. The document is maintained by <INSERT DEPARTMENT>, for the Southern Midlands Council.



1. PURPOSE

Southern Midlands Council is committed to the protection of children and young people who attend our programs and services. The purpose of this policy is to inform the understanding of staff, contractors, volunteers and members of the community of their responsibilities in respect to child abuse reports and allegations.

Council promotes equity and respects the diversity of the children and young people and their parents/carers who access our services. This includes Aboriginal & Torres Strait Islander children, children from culturally and linguistically diverse backgrounds and children & young people with a disability.

We take seriously our commitment to deliver an environment that is characterised by integrity, humility, kindness, respect and courage, and are dedicated to ensuring the safety of all children and young people to whom we provide services or participate in our programs.

2. OBJECTIVE

The primary objective of this policy is to inform adults engaged with Southern Midlands Council – regardless of their position or capacity – of their responsibilities toward mandatory reporting, and to outline mechanisms and processes for responding to child abuse reports and allegations.

3. SCOPE

All adults within or engaged by Council (whether on a paid or unpaid basis) are required to meet the requirements of this policy, without exception. Note that in this policy ‘staff’ refers to all persons engaged with Council, whether in a paid or unpaid capacity. This includes both volunteers and contractors.

4. DEFINITIONS

Bullying	Bullying is an inappropriate use of power by one or more persons over another less powerful person or group and is generally an act that is repeated over time. Bullying has been described by researchers as taking many forms which are often interrelated and include: <ul style="list-style-type: none"> • Verbal (name calling, put downs, threats) • Physical (hitting, punching, kicking, scratching, tripping, spitting) • Social (ignoring, excluding, ostracising, alienating) • Psychological (spreading rumours, stalking, dirty looks, hiding or damaging possessions)
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Emotional or psychological abuse	Emotional or psychological abuse occurs when a child does not receive the love, affection or attention they need for healthy emotional, psychological and social development. Such abuse may involve repeated rejection or threats to a child. Constant criticism, teasing, ignoring, threatening, yelling, scapegoating, ridicule and rejection or continual coldness are all examples of emotional abuse. These behaviours may result in



Council Policy
MANDATORY REPORTING POLICY
RESPONDING TO CHILD ABUSE REPORTS & ALLEGATIONS

Approved by: Council
Approved date: Insert date
Review date: Insert date

	significant damage to the child’s physical, intellectual or emotional wellbeing and development.
Family violence	Family violence occurs when children are forced to live with violence between adults in their home. It is harmful to children. It can include witnessing violence or the consequences of violence. Family violence is defined as violence between members of a family or extended family or those fulfilling the role of family in a child or young person’s life. Exposure of family violence places children and young people at increased risk of physical injury and harm and has a significant impact on their wellbeing and development.
Grooming	Grooming is where an adult builds a relationship with a child with a view to abusing them at some stage. There is no set pattern in relation to the grooming of children. For some perpetrators, there may be a lengthy period of time before abuse begins. The child may be given special attention and, what starts as an apparently normal display of affection, such as cuddling , can develop into sexual touching and then into more serious sexual behaviour. Other perpetrators may draw a child in and abuse them relatively quickly. Some abusers do not groom children but abuse them without forming a relationship at all. Grooming can take place in any setting where a relationship id formed, such as leisure, music, sports and religious activities, or in internet chatrooms, on social media or by other technological channels.
Harm	Harm is any detrimental effect of a significant nature of the child’s physical, psychological or emotional wellbeing. It is immaterial how the harm is caused. Harm can be caused by: <ul style="list-style-type: none"> • Physical, psychological or emotional abuse or neglect • Sexual abuse or exploitation • A single act, omission or circumstance • A series of combination of acts, omissions or circumstances
Neglect	Neglect is the persistent failure or deliberate denial to provide the child with the basic necessities of life. Such neglect includes the failure to provide adequate food, clothing, shelter, adequate supervision, clear water, medical attention or supervision to the extent that the child’s health and development is, or is likely to be, significantly harmed. Categories of neglect include, physical, medical, abandonment or desertion, emotional and education. The issue of neglect must be considered within the context of resources reasonably available.
Physical abuse	Physical abuse occurs when a person subjects a child to non-accidental physically aggressive acts. The abuser may inflict an injury intentionally or inadvertently as a result of physical punishment or the aggressive treatment of a child. Physically abusive behaviour includes (but is not limited to) shoving, hitting, slapping, shaking, throwing , punching, biting, burning, excessive and physically harmful over training and kicking. It also includes giving children harmful substances such as drugs, alcohol or poison. Certain types of punishment, whilst not causing injury can also be considered physical abuse if they place a child in a position of being hurt.
Sexual abuse	Sexual abuse occurs when an adult or a person of authority (e.g. older) involves a child in any sexual activity. Perpetrators of sexual abuse take advantage of their power, authority or position over the child or young person for their own benefit. It can include making sexual comments to a child, engaging children to participate in sexual conversations over the internet or on social media, kissing, touching a child’s genitals or breasts, oral sex or intercourse with a child. Encouraging a child to view pornographic magazines, websites and videos is also sexual abuse. Engaging children to participate in sexual conversations over the internet is also considered sexual abuse.
Sexual exploitation	Sexual exploitation occurs when children are forced into sexual activities that are then recorded in some way and/or used to produce pornography. Such pornography can be in the form of actual photos or videos or published on the internet. Exploitation can also involve children who are forced into prostitution.
Staff	For the purpose of this policy “staff” refers to all people engaged with Council, whether in a paid or unpaid capacity. This includes volunteers and contractors.



5. POLICY STATEMENT

Adults engaged with Council are required to immediately report when they know, or believe or suspect on reasonable grounds that a child or young person is suffering, has suffered or is likely to suffer abuse or neglect. ~~immediately; or if~~ that is not possible, then no later than before ending that person’s shift or session of work. Reports must be made to Strong Families, Safe Kids Advice and Referral Line by calling 1800 000 123.

If a child or young person is at imminent risk of harm or in immediate danger, Council personnel are required to report the situation directly to Tasmanian Police on 1800 333 000; or where medical assistance is required, by dialling 000.

Mandatory reports may also be made online, at <https://strongfamiliesafekids.tas.gov.au/> - however Strong Families, Safe Kids do prefer that all contact is made via phone so that their team has all the information they need to make an assessment.

Under Tasmanian legislation all staff of Council are ‘mandatory reporters’. Mandatory reporters are individually responsible for sharing with the appropriate authorities concerns of child abuse or neglect. The requirements are detailed in this policy.

These mandatory reporting requirements apply to all personnel within the Council organisation.

Mandatory reporting legislation and summary	Relevant personnel who must comply
<p>The <i>Children, Young Persons and Their Families Act 1997</i></p> <p>Please familiarise yourself with this legislation at https://www.legislation.tas.gov.au/view/html/inforce/current/act-1997-028</p> <p>The legislation requires that mandatory reporters are individually responsible to share with the appropriate authorities concerns of child abuse or neglect.</p>	<p>“people who manage child care services, and people employed by, or volunteering in organisations that provide education or care for children”</p> <p>This means that ALL STAFF, whether in paid employment, contracted or volunteering with Council are required to comply with this legislation.</p>

5.1 Internal Reports & Information Sharing

It is also requested (though not mandated by legislation) that the reporter notify Council through the General Manager where a report to external authorities has been made. The intent of this request is to ensure that Council is able to provide a high level of support to the child, their family, and our staff, where appropriate. The Mandatory Report Notification Form has been created for this purpose.

Council staff must report directly to the relevant authorities regardless of whether they have, or intend to report the matter internally.

In taking a report of concern, or recording an incident disclosed by anyone within the Council, staff are expressly forbidden to:

- Assess the validity of allegations or concerns. Simply report all allegations or concerns as disclosed to the General Manager as described in this policy (the validity of an allegation will then be assessed in the manner described in this policy).
- Consider factors such as the authority or position of the person involved. Any pre-existing views about the good character, or otherwise, of any person involved or under investigation should not influence the reporting process.

In a situation where a child or young person is making an allegation, Council are required to:

- Listen to the allegation or disclosure supportively, without dispute
- Clarify the basic details, without seeking detailed information or asking suggestive or leading questions
- Explain to the child (if present) that other people may need to be told, in order to stop what is happening
- Provide reassurance that Council will take immediate action in response to the allegation

5.2 Confidentiality & Privacy

Southern Midlands Council is committed to maintaining the confidentiality and privacy of all concerned (including the alleged perpetrator), except where doing so would compromise the welfare of the child or young person and/or investigation of the allegation.

5.3 Documentation

The Council has developed a Mandatory Report Notification Form, which may be used by any person to document an allegation, disclosure, incident or concern regarding child abuse. In situations where staff become aware of abuse (whether through observation of potential indicators such as bruises or cuts, or by direct observation of abusive behaviour towards a child or young person), they are required to use this process to record their observations and concerns as accurately as possible. Completed forms are retained by records which are tightly controlled, and accessible only to General Manager and selected authorised personnel.

5.4 Communication

Council communicate this Mandatory Reporting Policy and its requirements to all staff (whether paid or volunteer) who are involved with children and young people within the organisation. All Council staff are involved in reviews of this policy and its requirements and communicate any significant alterations to all personnel.

5.5 Consequences for Breaching Policy

A mandatory reporter under the *Children, Young Persons and Their Families Act 1997* may be charged with an offence for failing to fulfil their reporting responsibilities. If Council staff fail to report instances, allegations, disclosures or concerns in relation to abuse or neglect of a child or young person, Council views such failure as a serious matter that, depending on the circumstances, may result in disciplinary action or be grounds for dismissal.

The policy prohibits all staff from:

- Discussing any concerns or allegations with unauthorised personnel – within or outside Council – such prohibition not being designed to limit, in any way, their rights and responsibilities to report their concerns or allegations, but rather as part of Council commitment to ensuring privacy, confidentiality and natural justice
- Making deliberately false, misleading or vexatious allegations

Council staff are obliged to raise any concerns they might have in relation to:

- Council policies designed to safeguarding children and young people – such as outlined in our Code of Conduct, Safeguarding Policy and in this Mandatory Reporting Policy.
- Actions of other people within the community that contravene with Council policies, or that may otherwise have the potential to harm a child or young person.

5.6 Record Keeping

This policy is to be kept for three (3) years until review, unless there is a significant legislative or organisational change requiring earlier review. Council retain 'evidence' to document each review undertaken. Such evidence may include minutes of meetings and documentation of changes to policies and procedures that result in a review.



6. LEGISLATION

The *Children, Young Persons and Their Families Act 1997*

Please familiarise yourself with this legislation at

<https://www.legislation.tas.gov.au/view/html/inforce/current/act-1997-028>

7. RELATED DOCUMENTS

- Code of Conduct Employees
- Safeguarding Children and Young People Policy
- Mandatory Report Notification Form

8. DOCUMENT ADMINISTRATION

This Instruction is a managed document and is to be reviewed every <INSERT> or as directed by the General Manager.

This document is Version X.X effective XX-XX-XXXX. The document is maintained by <INSERT DEPARTMENT>, for the Southern Midlands Council.



Council Form
Mandatory Report Notification Form

Attachment 3
AGENDA ITEM 16.1.1

Approved by: Council
Approved date: Insert date
Review date: Insert date

DETAILS OF THE DISCLOSURE

1. DATE OF DISCLOSURE:

**If not directly observed, when was this incident made known to you?*

2. THIS DISCLOSURE WAS MADE BY:

**How did you come to hear this information? Please select the relevant answer below. If this disclosure was made to you, or the Council by an external body (e.g. police or child safety), please select "other" and provide as many details as possible.*

- The victim of this incident
- A witness to this incident
- Other, Please Specify:

3. DETAILS OF THE REPORT: TYPE OF INCIDENT:

**Please select all that apply.*

- Suspicion or allegation of abuse or neglect
- Suspicion of potential harm to or neglect of a child or young person
- Potential abuse by, or criminal matters involving an employee
- Incident of abusive behaviour perpetrated by a child or young person
- Potential harm to an employee resulting from harassment or bullying
- An episode of severe, challenging behaviour
- Serious breach of a duty of care
- Serious breach of client confidentiality
- A complaint
- A serious, critical incident
- A complaint involving legal proceedings

4. THE PERSON IN THIS REPORT IS THE ALLEGED:

- Victim
- Perpetrator
- Other, Please Specify:



Council Form
Mandatory Report Notification Form

Attachment 3
AGENDA ITEM 16.1.1

Approved by: Council
Approved date: Insert date
Review date: Insert date

DETAILS OF THE CHILD OR YOUNG PEOPLE INVOLVED IN THE INCIDENT

5. **FULL NAME:**

6. **DATE OF BIRTH:**

7. **GENDER**

- Male
- Female
- Other

8. **ARE THERE ANY ADDITIONAL COMMUNICATION OR MEDICAL REQUIREMENTS FOR THIS CHILD OR YOUNG PERSON:**

**If so, please provide details below:*

9. **PARENT / CARER NAME:**

10. **PARENT / CARER CONTACT PHONE NUMBER(S):**

11. **PARENT / CARER ADDRESS**

Street Number & Name:	
Suburb/City:	Postcode:
Country:	State:

DETAILS OF ANY WITNESSES TO THE INCIDENT

12. **WERE THERE ANY OTHER WITNESSES TO THIS INCIDENT?**

- Yes
- No
- Unknown



Council Form
Mandatory Report Notification Form

Attachment 3
AGENDA ITEM 16.1.1

Approved by:
Approved date:
Review date:

Council
Insert date
Insert date

DETAILS OF THE INCIDENT

13. DATE OF INCIDENT:

14. PLEASE DESCRIBE THE INCIDENT, INCLUDING THE ALLEGED PERPETRATOR/S BEHAVIOUR, SIGHTED INJURY OR OTHER INDICATIONS OF ABUSE, TESTIMONY OF THE CHILD OR YOUNG PERSON:

**Please provide as much detail as possible:*

ACTION UNDERTAKEN TO SUPPORT THOSE INVOLVED IN THE INCIDENT

15. TO ENSURE THE SAFETY OF THE CHILD / YOUNG PERSON:

16. TO ADDRESS THE SUPPORT NEEDS OF THE CHILD / YOUNG PERSON AND THEIR FAMILY:

17. TO ADDRESS THE SUPPORT NEEDS OF THE ALLEGED PERPETRATOR:

18. TO ADDRESS THE SUPPORT NEEDS OF OTHER PERSONNEL INVOLVED:



Council Form
Mandatory Report Notification Form

Attachment 3
AGENDA ITEM 16.1.1

Approved by: Council
Approved date: Insert date
Review date: Insert date

NOTIFICATIONS TO RELEVANT AUTHORITIES

19. A NOTIFICATION HAS BEEN MADE TO:

- General Manager
- Ambulance
- Police
- Doctor
- Child Protection
- Family / Carer
- No Notification made / or the Council has been notified by a third party of a report
- Other, Please Specify:

PARENT / CARER NOTIFICATION

20. HAS A PARENT OR CARER BEEN INFORMED OF THE INCIDENT:

- Yes
- No

FINAL THOUGHTS / INFORMATION

21. DO YOU HAVE ANY ADDITIONAL INFORMATION THAT YOU WISH TO PROVIDE:

**If so, please take the opportunity here:*

FINAL ACKNOWLEDGEMENT

22. ACKNOWLEDGEMENT OF FORM COMPLETION:

**Please check the adjacent box to verify that this form has been completed to the best of your ability, and with as much information as you are able to provide.*

- I have completed this form to the best of my knowledge and ability.

23. I AM COMPLETING THIS FORM:

- On my own behalf as a mandatory reporter.
- On another person's behalf. I am entering this information as a permanent record.

24. SIGNATURE & DATE



Council Form
Mandatory Report Notification Form

Attachment 3
AGENDA ITEM 16.1.1

Approved by: Council
Approved date: Insert date
Review date: Insert date

DOCUMENT ADMINISTRATION

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This document is Version X.X effective XX-XX-XXXX. The document is maintained by <INSERT DEPARTMENT>, for the Southern Midlands Council.

Feasibility analysis Levendale school social enterprise

Version 1

Southern Midlands Council
May 2014





This report has been prepared for Southern Midlands Council. SGS Economics and Planning has taken all due care in the preparation of this report. However, SGS and its associated consultants are not liable to any person or entity for any damage or loss that has occurred, or may occur, in relation to that person or entity taking or not taking action in respect of any representation, statement, opinion or advice referred to herein.

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TABLE OF CONTENTS

1	INTRODUCTION	2
1.1	Closure Levensdale Primary School	2
1.2	Opportunity to retain the school as a community asset	3
1.3	Feasibility analysis for uses	3
2	IDEAS AND SCREENING	4
2.1	Possible business activities for the Levensdale social enterprise	4
	Overnight accommodation	5
	Education in regenerative agriculture and sustainability	6
	Agricultural production by the community	7
	Lease of space to organisations	7
	Community garden Second Bite (similar to option 3)	9
	Kitchen hire	9
	Respite centre	10
	Day use destination with activity program	11
	Child care centre	12
	Ideas Shortlist	12
3	FINANCIAL VIABILITY ANALYSIS	13
3.1	Assumptions for social enterprise operations	13
	Capital costs	13
	Recurrent costs	13
3.2	Discounted cash flow model results	14
4	CONCLUSIONS	17
	Appendix: Forum Outcomes Report	18

1 INTRODUCTION

1.1 Closure Levendale Primary School

Levendale Primary School located in the Southern Midlands had a projected enrolment of approximately eight students for the 2014 school year, down from 20 in 2013. After thoughtful deliberation, the school community requested the Education Department initiate a transition process for the closure of the school at the conclusion of the school year in 2013.

Levendale is a small community roughly 60 kilometres from Hobart. The current population of the wider statistical area of Levendale, Runnymede and Woodsdale is 325, with 89 families present in the area (ABS, 2011). The area's median weekly household income (\$677) is lower than Tasmania's median of \$984 per week. Correspondingly there is also a larger percentage of housing stress present, with 14% of households in the Levendale area making mortgage repayments that are 30 per cent or more of their income (compared to 7.5% of all Tasmanian households). Unemployment is also high, with the Levendale areas' 11% unemployment rate nearly double that over wider Tasmania (6.4%) (ABS, 2011).

Despite the community's financial constraints, the Levendale, Runnymede and Woodsdale area possesses a skilled workforce. More than half (56%) of the population are in the working age cohort of 20-64 age group. The most prominent occupations are a mix of office and trade based professions with the highest percentages of community members being employed in:

- Technicians and trades roles 23%
- Manager roles 19%,
- Labourer roles 13%,
- Professional roles 12%, and
- Community and Personal Service roles 11% (ABS, 2011).

Using the skills already present in the community, the wider Levendale area is therefore well equipped to develop and maintain a social enterprise that works toward positive community outcomes.

The school site itself contains a number of assets that lends it to be further utilised by both the community of Levendale and the wider Tasmanian community. The site consists of:

- Two main buildings: the original school building and the newer building
- The newer building encompasses:
 - o A classroom with basic kitchen
 - o 3 Offices / smaller rooms
 - o A commercial kitchen (double kitchen with seating for approximately 15 students)
- The original school building encompasses:
 - o A class room
 - o Computer room
 - o Library/class room
 - o Sunroom
 - o Basic kitchen in large space
- Outdoor toilet and laundry

'The Levendale school was first opened in 1901 and the first teacher was William Duthie. Over the years the numbers waxed and waned with a peak of between 65-68 from 1958-1963. The 1967 Bushfires which burnt down the shop and several homes and farms is about the time Levendale started to decline.

This school has provided a learning facility for this community for 112 years and from this school ex-students have gone to places all over the world to live and work'.

- Excerpts text by Gerald Crawford, final assembly

Other features of the site include:

- Disability access to all spaces
- Children’s toilet facilities
- A playground
- A tennis court
- A sports field
- Open space along the creek (approximately 1 ha.) with scenic overlook
- Parking for 15- 20 cars
- Internet and land line phone connection
- Sheltered BBQ area
- Two storage sheds
- Water tanks

1.2 Opportunity to retain the school as a community asset

There is an opportunity for Southern Midlands Council to take over the school site and to allow the community to operate a social enterprise from the premises. Council has expressed the view it may be willing to take over the school under the strict condition that the site and its use does not result in a financial burden to Council. The community would be required to operate the social enterprise in at least a cost-neutral way.

Under the umbrella of the social enterprise a multitude of uses could be allocated and coordinated. Importantly, some of these uses or activities need to generate sufficient revenue to enable the social enterprise to operate in a financially viable way. In addition to these income generating uses, the community would then be able to use the school site for a range of social and community activities.

Key characteristics of social enterprises are that they:

- are not for profit
- aim to generate community or public benefits
- need to be driven by enthusiasm
- are businesses that generate an income and need to be financially viable.

1.3 Feasibility analysis for uses

SGS was commissioned to work with the community to raise business ideas for the social enterprise, to screen ideas on suitability (that is, the ideas must align with the key characteristics of a social enterprise) and to undertake a financial feasibility analysis of the short-listed ideas. After that, SGS was commissioned to work with enthusiastic and committed community members to develop a business plan for the social enterprise accompanied by a project report.

This document lists the findings of the community workshop, the screening of ideas and presents the preliminary financial feasibility analysis of ideas that could operate under the umbrella of the social enterprise.

2 IDEAS AND SCREENING

In May 2014, a community workshop was held to explore the future of the Levensdale School site and more precisely, to generate business ideas for a viable social enterprise and how to manage and coordinate uses and activities at the former school. The workshop was attended by 19 community members including three Councillors and the Mayor, plus Council's deputy General Manager.

During the workshop, each idea was explored in more detail by answering the following questions:

- How would it work?
- Who would attend/buy/need it?
- How often would the activity occur?
- What are the facilities needed?
- Who are the people / what are the skills needed?
- What would it cost?
- What would the revenue be?
- What are the risks and/or issues?

The workshop participants were asked to identify what ideas best fitted within a social enterprise framework that would manage and coordinate uses and activities at the former school.

The ideas have been screened against the following criteria:

1. They generate a community or public benefit
2. They complement other activities and other assets in the community (i.e. does not compete with other activities in the Levensdale area or other assets in the community in particular the adjacent community hall)
3. They are likely to contribute to a viable social enterprise.

This section describes the ideas that were generated by the community and will screen them against the three abovementioned criteria. A more detailed financial viability analysis of those ideas that at least meet criteria 1 and 2 is presented in the next section.

2.1 Possible business activities for the Levensdale social enterprise

Nine potentially viable business activities for the former Levensdale School were identified during the community forum. Some of these uses could be merged as will be identified.

The nine potentially viable ideas are:

1. Overnight accommodation
2. Education in regenerative agriculture and sustainability
3. Agricultural production
4. Lease of space to organisations
5. Community garden
6. Kitchen hire
7. Respite centre
8. Day use destination with activity program
9. Child care centre

Overnight accommodation

The school site could be used to offer multiple day activity programs for groups including and not limited to:

- Schools
- Scouts
- Community groups
- Community members with disabilities, disadvantaged people and carers
- (family) groups
- People attending course or training
- Retreats

The location of the site links with farming activities and is away from the hustle and bustle of urban areas. There is no mobile phone reception, enabling a true ‘retreat’ experience. The grounds offer space for a range of outdoor activities. Programs could be developed and offered as well as excursions to nearby farms.

The school site would need to be adjusted to offer overnight accommodation including sleeping facilities and showers. There appears to be sufficient space for bunk beds to accommodate 30 (up to 40) people. Four showers would likely be sufficient to accommodate such a group of people. The kitchen, toilets and spaces of the old school house would be used as accommodation facilities. The class room in the newer building could be used for groups to have their meals depending on the weather. The accommodation and facilities offered would be basic and affordable. There would be a need to install about four shower facilities in a new wet area and some toilets would need to be replaced with adult size toilets (\$18,000). These costs along with fitting out the rooms with fifteen bunk beds and curtains (\$12,000) and allowing for some minimal works in the interior (\$5,000) would result in total capital costs of approximately \$35,000.

The facility would be rented to groups of 10 or more people on an as needs basis. A flat fee of \$100 per night plus \$25 per person per night (minimum of 10 people) would generate an income of between \$350 (ten people) and \$850 (30 people) per night. On a for fee basis meals could be provided as well although the kitchen facilities would be available for the groups to use. If the facility was able to attract five two day camps (say 30 people) and other groups (say 10 people) for two days a month, the annual revenue would be \$16,900. Over time the usage of accommodation may increase as the facility builds a name.

This business option would require administration, cleaning, ground keeping, marketing, promotion and support services.

While there is an overall shortage of affordable accommodation in the region, the demand for this idea would need to be substantiated among target audiences (schools, education department, organisations offering courses and retreats, community care and health care providers) to ascertain whether the facilities would meet expectations.

Assessment against the three criteria

Criteria	Assessment
Community or public benefit	Yes, it offers affordable accommodation for a wide range of groups, and likely to contribute to a viable social enterprise
Complementary to other uses and facilities	Yes, there are no other (group) accommodation providers in the area. Other activities could be catered for on different days.
Likely to be viable¹	Yes, likely. The possible revenue is significant and

¹ See next section for more detailed feasibility analysis

	could outweigh the costs.
Overall	To be further assessed in financial feasibility

Education in regenerative agriculture and sustainability

The school site is well located and suited to be used by NRM as a training facility for farmers, hobby farmers, garden enthusiasts and general community members on regenerative farming and sustainability.

NRM South ran such a program quite successfully for about three to four years until the person running the program left. This suggests the program could be run again with similar success. This program would operate on approximately one day per month.

The facilities of the school require no refurbishment for this option. The location allows for farm visits as part of the curriculum. For this option to work there would need to be commitment and involvement from NRM South to gain funding, undertake the administration and marketing and to run the program.

Revenue of the program relies on external funding and student fees. The revenue for the Levendale School social enterprise would consist of a lease arrangement, preferably a longer term arrangement that contributes to the longer term viability of the social enterprise. Additional revenue could be generated by offering meals and refreshments.

The lease arrangement would most likely just involve the classroom in the newer building. Lease of the premises for one day could be \$150 with lunch and morning tea provided for \$100, or \$250 total including lunch and morning tea. The total annual revenue would be in the order of \$3,000. The costs would mainly involve administration, cleaning and coordination which are costs included in the overall operation of the social enterprise. The costs of serving morning tea and lunch would be around \$60 per day, or \$720 per annum.

As part of the business plan it would be important to confirm commitment by NRM South and establish how likely it is for NRM South to gain funding for such a program. It should be noted that NRM funding has been cut in the recent federal budget proposals.

Assessment against the three criteria

Criteria	Assessment
Community or public benefit	Yes, it offers an opportunity to learn about environmental sustainability
Complementary to other uses and facilities	Mostly. Arguably, courses could also be run from the adjacent hall although the school site is likely better suited for education activities.
Likely to be viable²	Yes likely, although the total contribution would not be decisive for the overall viability of the social enterprise. This option is best merged with option 4.
Overall	To be further assessed in financial feasibility. Can be regarded as part of option 4.

² See next section for more detailed feasibility analysis

Agricultural production by the community

The land along the creek could be used for agricultural production for wholesale and retail. The kitchen facilities could be used for associated processing of produce. Community members and possible people in 'working for the dole' programs could be attracted to volunteer and to share and learn skills.

The land area is approximately 1 hectare and could be used for crops such as berries and vegetables and as a nursery. The cost for the fencing is likely in the order of \$32,000.

For this option to be successful there is a need to fence the entire area and to acquire equipment to work on the land. The cost of acquiring or leasing such equipment and maintaining is likely to be high and uneconomical for 1 hectare of land.

Revenue would come from the sales of produce. Assuming the activity would operate as efficient as on a standard farm (which it will not), a broad and optimistic estimate based on average production yield data by ABARE³ suggests the average production of vegetables (average of various crops) is about 25 tonne per hectare per annum. The average farm price per tonne is \$312 and the average cost of production \$246 per tonne. The labour share in the cost is 8.7% in Tasmania. So, when relying on volunteer labour the cost of production would be approximately \$ 227 per tonne. The total cost of production (including allowances for equipment) would be \$5,700 per annum and the revenue \$7,800 per annum. The net result would be \$2,100 per annum.

An obvious concern is how this option could be complementary to the activities of nearby farmers. The program would also rely on significant input from volunteers. Since the program would rely on volunteering, this business idea would result in unfair competition with farmers.

Assessment against the three criteria

Criteria	Assessment
Community or public benefit	Yes, people could learn farming skills
Complementary to other uses and facilities	No, the activities would compete with farming activities. The scale is such that it would likely have a small impact.
Likely to be viable⁴	No, significant upfront costs for fencing make it unlikely to be a viable option. In addition, the options would rely on significant volunteer input for skills, coordination, training and administration.
Overall	Not to be considered as part of social enterprise.

Lease of space to organisations

The facilities of the school could be used by a range of service providers, practitioners and professionals to provide their services locally to the wider Levendale community. This will especially benefit those community members who are less mobile. It would reduce the number of car trips required and would therefore also be an environmentally sustainable model of service delivery.

The following (types of) parties may be interested:

- UTAS for education and research activities
- Tasmanian Institute of Agriculture
- Life without barriers
- Hairdressers
- Rural health practitioners

³ General Paper on Pricing, cost structures and profitability

⁴ See next section for more detailed feasibility analysis

- Massage therapists
- Podiatry therapists
- Physiotherapists
- Nutritionists
- Mental health carers
- Legal aid advisers
- accountants

Each of these service providers may require operating from the school site once a month to service the local population.

The existing facilities would generally meet what would be required for an office or for a classroom. Internet, land line phone and utilities are all present as well as disability access.

To enable and support the lease of the facilities there is a need for marketing, administration, coordination, cleaning and ground keeping. Some legal advice would be required for setting up the lease contracts, and is assumed a standard contract may be provided by Council. Marketing would involve both attracting local practitioners to use the facilities and making the community aware of what services are available, and when.

Longer term leases would be preferred as they contribute to the longer term viability of the social enterprise. Demand is most plausible for the Tasmanian Institute of Agriculture, a hairdresser, a rural health practitioner, a massage therapist and a physiotherapist. Other users may be less frequent. Based on that, the assumption is that about five practitioners/organisations would use the facilities one day per month. The daily fee for leasing a room is assumed to be \$40 per day which is comparable to fees charged in other regional areas. The annual revenue would be around \$2,400 per annum.

As part of the business plan the likely demand among the target market would need to be established, best including expressions of interest.

The costs associated with this option include administration, coordination, cleaning and ground keeping and all these activities form part of the general operation of the social enterprise.

Assessment against the three criteria

Criteria	Assessment
Community or public benefit	Yes, it offers the local community members, especially those who are less mobile, the opportunity to access services locally. It would reduce the total kilometres travelled to access services.
Complementary to other uses and facilities	Yes, there are no other office facilities nearby and would offer services previously not available locally
Likely to be viable⁵	Yes likely, although the demand for such facilities would need to be established including expected price levels. The total contribution would not be decisive for the overall viability of the social enterprise.
Overall	To be further assessed in financial feasibility

⁵ See next section for more detailed feasibility analysis

Community garden Second Bite (similar to option 3)

The organisation is developing a plan to set up a community garden project in five councils in Southern Tasmania to develop a community garden in each municipality. One of these gardens could be developed and maintained at the Levendale School site. Second Bite would organise the distribution and sales of the produce. Any surplus would be distributed by second bite to those community members in need.

The program would rely on volunteers and possibly 'work for the dole' programs to undertake the work, supported by a horticulturist and coordination provided by the external organisation.

The land and water would be available (from the creek and rain). There would be a need to fence the area of approximately 1 hectare. Compared to option 3, this idea has the benefits that an external party would provide:

- Distribution and sales
- Horticultural expertise
- Coordination
- Possibly access to volunteers and/or 'work for the dole program'

Equipment would also be required.

For this option it is fair to conclude it could potentially compete with the operations of existing farmers, although this idea appears to be tailored to also provide produce for low prices or for free to community members in need.

The costs for fencing are likely to be significant and prohibitively high without external funding.

Assessment against the three criteria

Criteria	Assessment
Community or public benefit	Yes, people could learn farming skills and community members in need would benefit from low priced fresh produce.
Complementary to other uses and facilities	Possibly, as long as the produce is intended for those less well off (i.e. as a community service). The scale is such that it would likely have a small impact on farmers.
Likely to be viable⁶	Not unless upfront costs for fencing can be covered by external funding.
Overall	Only to be considered if operated as a community service and assuming external funding for fencing would be secured. Not to be considered as part of financial feasibility analysis.

Kitchen hire

This idea involves hiring out the kitchen facilities to groups and users preparing products for sales. It is similar to idea 4 except it involves the use of the kitchen facilities specifically.

The kitchen would be made available to the community members that wish to hire the kitchen. Uses could be for cooking classes, or for food preparation that requires the use of a commercial kitchen. There may be an opportunity to run a monthly cooking school.

⁶ See next section for more detailed feasibility analysis

The facilities largely meet the standards as was established by Council (inspection report 29 April 2014). Some minor adjustments may be required. Costs involve coordination, cleaning and maintenance which are all costs covered by the general operation of the social enterprise.

The revenue for this idea would be the rental income derived from hiring the kitchen facilities. The hourly rate for renting the facilities would be around \$20 (ex GST, in line with fees charged at PCYC in Huonville) or \$160 per day. Assuming a monthly cooking class and two community groups using the kitchen on a monthly basis for half a day at a time to prepare produce for monthly markets, the kitchen would be rented out 24 days per annum. The total revenue would be \$3,840 per annum. Over time the usage and revenue of the kitchen facilities may increase.

As part of the business plan it would be important to gain a firm understanding of likely levels of demand, and include a marketing approach to ensure the target market is aware of the facilities.

Assessment against the three criteria

Criteria	Assessment
Community or public benefit	Yes, community members could learn extra skills locally, and local businesses have the opportunity to use local facilities.
Complementary to other uses and facilities	Yes, there is no commercial kitchen in the community.
Likely to be viable ⁷	Yes, if sufficient demand can be attracted.
Overall	To be considered as part of the financial feasibility analysis.

Respite centre

The school facilities could operate as a respite centre on an as needs basis. Southern Eastern Community Care (SECC) aims to open another respite centre. If demand in the area is sufficient, Levendale could be considered.

SECC would lease part of the premises for possibly one day a week to meet the venue requirements of various groups including elderly and the young disabled.

The facilities required are disability access and kitchen facilities which are both available. Respite care would be provided by SECC. The income for the social enterprise would consist of a lease fee. Costs would include administration, coordination, ground keeping and cleaning which are all part of the overall operations of the social enterprise.

As part of the latest federal budget a reduction in funding for respite care has been proposed. There are likely other communities with more demand for these services than Levendale. Any funding available is likely to be channelled to those communities with the highest needs.

It is unlikely there is demand for this particular use, unless otherwise can be established by the business plan. As part of the business plan further conversations with SECC are recommended.

Assessment against the three criteria

Criteria	Assessment
Community or public benefit	Yes, community members requiring respite care could benefit from a local service.

⁷ See next section for more detailed feasibility analysis

Complementary to other uses and facilities	Yes, there is currently no respite centre in the community.
Likely to be viable⁸	No unlikely, unless it can be demonstrated there is likely demand and an opportunity for funding.
Overall	Only to be considered if there is evident demand and opportunity for funding. Not included in financial feasibility analysis.

Day use destination with activity program

The former school grounds could be used for day use activity programs for a range of user groups, including:

- Tourists (cruise day trips)
- Scouts
- Camp quality
- Schools
- others

The success of this social enterprise idea depends on the ability to offer an attractive program which would probably have a farming theme. Visitor groups could for instance experience sheep shearing. A compelling program would likely include the involvement of local farmers and other community members with particular (traditional) skills.

Groups would generally spend a few hours or half a day at the school site and the experience would include morning/afternoon tea and/or lunch. Revenue would come from a fee charged for use of the facilities and participation in a program. The revenue would be about \$20 per person (including one light meal). Assuming groups would comprise of 20 people and there would be 16 groups visiting per year (say 6 cruises a year and another 10 groups), the total revenue would be \$6,400 ex GST.

The costs would include marketing, administration, coordination, cleaning and ground keeping which would all fall under the overall operations of the social enterprise. Lunch and morning/afternoon tea would be provided at a cost of \$5 per person per meal, and \$8 per person for the program. The total cost of the program (excluding overheads) would be around \$4,160. The net result of the business idea would be \$2,240 per annum if the abovementioned assumptions are being met.

As part of the business plan, there is a need to demonstrate a demand for these activities including the outline of a program that would appeal to the market.

Assessment against the three criteria

Criteria	Assessment
Community or public benefit	Yes, program would showcase rural way of life
Complementary to other uses and facilities	Yes, a similar program with facilities is currently not being offered in the area.
Likely to be viable⁹	Yes possibly, if it can be demonstrated there is likely demand and an appealing program could be delivered.
Overall	To be considered as part of the financial feasibility analysis

⁸ See next section for more detailed feasibility analysis

⁹ See next section for more detailed feasibility analysis

Child care centre

The school facilities would be well suited to run a childcare facility for local children. The centre would target children to the age of 5 years old, and could run several days a week. There would be a need to obtain a license for this purpose, although if it is run as a family day care, the administrative burden would be much lower.

The school grounds require no additional refurbishment. Revenue would come from child care fees from parents and government support.

The costs would include administration, cleaning, some legal support and wages for carers. Alternatively, the facilities could be rented out to a family day carer which would avoid license costs, carer wages, administration and legal fees.

It is highly unlikely there is sufficient demand in the community. Also, a family day care could just as well be run from a private home, although the school provides for a large and fairly attractive area for children with a playground.

Assessment against the three criteria

Criteria	Assessment
Community or public benefit	Yes, local child care services for the community
Complementary to other uses and facilities	Possibly, as there is no current child care facility in the community.
Likely to be viable¹⁰	No unlikely, unless it can be demonstrated there is sufficient demand for a child care centre.
Overall	Not to be considered as part of the financial feasibility analysis

Ideas Shortlist

The following ideas have been shortlisted and included in the financial feasibility analysis:

- Nr. 1. Overnight accommodation
- Nr. 2. Education in regenerative agriculture and sustainability
- Nr. 4. Lease of space to organisations
- Nr. 6. Kitchen hire
- Nr. 8. Day use destination with activity program

¹⁰ See next section for more detailed feasibility analysis

3 FINANCIAL VIABILITY ANALYSIS

This section describes the results of the financial feasibility analysis. For the financial analysis we have construed a discounted cash flow model, which shows the expected cash flows for the social enterprise and its screened ideas over a ten year period. The total results are expressed in current day dollar values and the future cash flows are discounted to express the time value of money. The discount rate is set at 5% to allow for inflation and risk. A 5% discount rate is fairly low and is regularly applied for investment projects that are of a not for profit nature.

It should be noted that the financial analysis assumes the conditions as detailed in the previous section are being met. This means among other things, that there would be activities at the Levensdale School site 86 days per annum, excluding the lease of office space which would add another 60 days¹¹.

3.1 Assumptions for social enterprise operations

The previous section detailed the costs and revenue assumptions by business idea. These assumptions have been incorporated in the discounted cash flow model. In addition, there are costs for running the social enterprise. These costs and underlying assumptions are detailed in this sub section.

Capital costs

According to the inspection report of the facilities undertaken by an officer from Southern Midlands Council, the facilities are generally in a good condition. Contrary to what the report mentions, there is disability access to both buildings, except for the toilets. Some minor works would be required including disability access to the toilet (assumed \$1,000), widening of the fence (assumed \$1,000), and some minimal works to the kitchen (assumed \$500).

According to the Department of Education the facilities need to be painted within the next two years. While there was a quote to the Department of Education (2010) to undertake painting works at \$5,000, subsequent advice from Council suggests costs would be significantly higher between \$16,000 and \$20,000. A cost of \$16,000 was assumed.

Recurrent costs

Recurrent costs firstly include salaries for a part time marketing, administration and coordination role, and a part time cleaning and grounds keeping role. In addition to that, it is assumed significant volunteering will be involved in delivering programs and ancillary services. With the facility operating at least 86 days per annum, it is conservatively assumed both part time roles would involve two days a week. The labour costs are assumed to be \$18,000 per annum for coordination/marketing/administration and \$16,000 per annum for grounds keeping and cleaning¹². Over time the labour costs may increase if activity levels in the facility grow.

¹¹ Which are activities that could partially run concurrently with some other uses/activities

¹² FTE of \$45,000 and \$40,000 respectively

Other recurrent costs include:

- Marketing and promotion materials: assumed to be \$500 per annum
- Utilities (electricity and phone/fax/internet): \$8,900 per annum at 100% utilisation. It is assumed utilisation will be 70% (\$6,230) over first six years and then increase to 80% (\$7,120) to year 10.
- Building and grounds maintenance: \$5,000 per annum in line with Department of Education data
- Materials for cleaning, catering and miscellaneous: \$ 1,000 per annum
- Rates and insurances: \$1,200 per annum (Council rates while insurance is assumed to be included in Council's fixed fee at no cost)
- Water: \$1,098 according to Tas Water estimates, equivalent to usage of two standard households

3.2 Discounted cash flow model results

Plausible scenario

The table on the next page (Table 1) the discounted cash flow analysis results for the social enterprise including the school facilities and grounds.

Assuming the social enterprise is able to reach the levels of activity as detailed in the earlier sections, the enterprise would run on an operational loss (not considering the upfront capital costs) of approximately \$-17,000 per annum on average. Including the capital works the annual deficit would be around \$-28,000 per annum on average over the first five years.

The total net loss over a ten year period would be approximately \$-210,000, or \$-140,000 over the first five years. According to this scenario, the social enterprise would operate no single year with an operational surplus. In year ten, the annual deficit would still be \$-14,000.

The net present value of the social enterprise including the school facilities would be \$-182,000 at a discount rate of 5% (10 year period). Since there are no years with an operational surplus there is no internal rate of return to the investment.

Optimistic scenario

The annual labour costs play an important role in the equation. If it is assumed that half of the paid work would be undertaken by volunteers, the picture looks somewhat more optimistic, though still resulting in a net operational loss (excluding capital costs) over the first five years of \$-56 per annum on average. Including the upfront capital costs, the annual average deficit would be -\$-11,000 over the first five years. The total net loss over a ten year period would be approximately \$-30,000 and over the first five years \$-54,000.

The social enterprise would start operating at an operational surplus from year three onwards. The operational surplus in year ten would be approximately \$4,360.

The net present value of the investment would be \$-37,000 at a discount rate of 5%. The internal rate of return (IRR) would be -11%. Generally speaking, an IRR of 5% to 10% for not for profit organisations is reasonable.

TABLE 1 DISCOUNTED CASH FLOW ANALYSIS – PLAUSIBLE SCENARIO

Year	2014 to 2023	1 2014	2 2015	3 2016	4 2017	5 2018	6 2019	7 2020	8 2021	9 2022	10 2023
Capital Costs											
- outside painting	(16,000)	-	(16,000)								
- minimal works	(2,500)	(1,500)	(1,000)								
	-										
Overnight accommodation facilities	(35,000)	(35,000)									
Regenerative agriculture and sustaina	-										
Lease of spaces	-										
Kitchen hire	-										
Day use destination	-										
	-										
Subtotal	(53,500)	(36,500)	(17,000)	-							
Recurrent Costs											
Salaries & on-costs:	(359,040)	(34,000)	(34,000)	(34,000)	(35,700)	(35,700)	(35,700)	(37,485)	(37,485)	(37,485)	(37,485)
Marketing & promotions materials	(5,000)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)
Utilities	(89,000)	(8,900)	(8,900)	(8,900)	(8,900)	(8,900)	(8,900)	(8,900)	(8,900)	(8,900)	(8,900)
Building maintenance	(50,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Other (rates, insurances)	(22,000)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)
Water	(10,980)	(1,098)	(1,098)	(1,098)	(1,098)	(1,098)	(1,098)	(1,098)	(1,098)	(1,098)	(1,098)
Overnight accommodation facilities											
Regenerative agriculture and sustainability training		(600)	(600)	(600)	(600)	(600)	(600)	(600)	(600)	(600)	(600)
Lease of spaces											
Kitchen hire											
Day use destination		(4,160)	(4,160)	(4,160)	(4,160)	(4,160)	(4,160)	(4,160)	(4,160)	(4,160)	(4,160)
	-	-	-	-	-	-	-	-	-	-	-
Subtotal	(583,620)	(56,458)	(56,458)	(56,458)	(58,158)	(58,158)	(58,158)	(59,943)	(59,943)	(59,943)	(59,943)
Total Costs	(637,120)	(92,958)	(73,458)	(56,458)	(58,158)	(58,158)	(58,158)	(59,943)	(59,943)	(59,943)	(59,943)
Recurrent Revenues											
			-	-	-	-	-	-	-	-	-
Overnight accommodation facilities	245,300	16,900	19,300	21,700	24,100	25,800	27,500	27,500	27,500	27,500	27,500
Regenerative agriculture and sustaina	30,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Lease of spaces	24,000	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400
Kitchen hire	40,960	3,840	3,200	3,520	3,840	4,160	4,480	4,480	4,480	4,480	4,480
Day use destination	64,000	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400
	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	404,260	32,540	34,300	37,020	39,740	41,760	43,780	43,780	43,780	43,780	43,780
Net Surplus/ (Deficit)	(232,860)	(60,418)	(39,158)	(19,438)	(18,418)	(16,398)	(14,378)	(16,163)	(16,163)	(16,163)	(16,163)
NPV of Marginal Surplus/ (Deficit)											
discount rate 5%	\$ (200,915)										
discount rate 6%	\$ (195,708)										
discount rate 8%	\$ (186,234)										

Source: SGS (2014), based on several sources

TABLE 2 DISCOUNTED CASH FLOW ANALYSIS – OPTIMISTIC SCENARIO

Year	2014 to 2023	1 2014	2 2015	3 2016	4 2017	5 2018	6 2019	7 2020	8 2021	9 2022	10 2023
Capital Costs											
- outside painting	(16,000)	-	(16,000)								
- minimal works	(2,500)	(1,500)	(1,000)								
	-										
Overnight accommodation facilities	(35,000)	(35,000)									
Regenerative agriculture and sustainability training	-										
Lease of spaces	-										
Kitchen hire	-										
Day use destination	-										
	-										
Subtotal	(53,500)	(36,500)	(17,000)	-							
Recurrent Costs											
Salaries & on-costs	(179,520)	(17,000)	(17,000)	(17,000)	(17,850)	(17,850)	(17,850)	(18,743)	(18,743)	(18,743)	(18,743)
Marketing & promotions materials	(5,000)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)
Utilities	(89,000)	(8,900)	(8,900)	(8,900)	(8,900)	(8,900)	(8,900)	(8,900)	(8,900)	(8,900)	(8,900)
Building maintenance	(50,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Other (rates, insurances)	(22,000)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)
Water	(10,980)	(1,098)	(1,098)	(1,098)	(1,098)	(1,098)	(1,098)	(1,098)	(1,098)	(1,098)	(1,098)
Overnight accommodation facilities											
Regenerative agriculture and sustainability training		(600)	(600)	(600)	(600)	(600)	(600)	(600)	(600)	(600)	(600)
Lease of spaces											
Kitchen hire											
Day use destination		(4,160)	(4,160)	(4,160)	(4,160)	(4,160)	(4,160)	(4,160)	(4,160)	(4,160)	(4,160)
	-	-	-	-	-	-	-	-	-	-	-
Subtotal	(404,100)	(39,458)	(39,458)	(39,458)	(40,308)	(40,308)	(40,308)	(41,201)	(41,201)	(41,201)	(41,201)
Total Costs	(457,600)	(75,958)	(56,458)	(39,458)	(40,308)	(40,308)	(40,308)	(41,201)	(41,201)	(41,201)	(41,201)
Recurrent Revenues											
			-	-	-	-	-	-	-	-	-
Overnight accommodation facilities	245,300	16,900	19,300	21,700	24,100	25,800	27,500	27,500	27,500	27,500	27,500
Regenerative agriculture and sustainability training	30,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Lease of spaces	24,000	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400
Kitchen hire	40,960	3,840	3,200	3,520	3,840	4,160	4,480	4,480	4,480	4,480	4,480
Day use destination	64,000	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400
	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	404,260	32,540	34,300	37,020	39,740	41,760	43,780	43,780	43,780	43,780	43,780
Net Surplus/ (Deficit)	(53,340)	(43,418)	(22,158)	(2,438)	(568)	1,452	3,472	2,580	2,580	2,580	2,580
NPV of Marginal Surplus/ (Deficit)											
discount rate 5%	\$ (56,141)										
discount rate 6%	\$ (56,545)										
discount rate 8%	\$ (57,231)										
IRR	-21%										

Source: SGS (2014), based on several sources

4 CONCLUSIONS

Since it became evident the Levendale Primary School would be closed, the Levendale community has been eager to explore ways to retain this facility where so many people have fond childhood memories of, as a community hub. Southern Midlands Council, together with the State Government, have provided funding towards a business plan for an organisation that would operate the school assets and grounds in a financially viable manner and for the community to use and benefit from.

The discounted cash flow analysis of the short listed ideas does not return a neutral or positive operating result. The plausible scenario is based on a number of assumptions that in reality are quite aspirational: the levels of activity required at the former school site are significant. There would be activities at the former school for 86 days per annum plus 60 days of use of facilities (mostly office) through lease arrangements. Also, running programs and catering would require volunteers to be involved.

In addition, as part of the screening of ideas, our analysis has established for a number of ideas that market demand is uncertain and would need to be further explored as part of a business planning exercise. The research into the business plan may quite likely establish that the expected levels of demand are insufficient to sustain such levels of activity.

Only in case of the optimistic scenario there is the opportunity for the social enterprise to operate at a break-even level if the upfront capital investment is not considered. This scenario relies on significant levels of volunteer involvement. It is uncertain whether the community is able to commit to such a significant task which would require volunteers to take on much of the management, administration, marketing and cleaning of the site and facilities. Such a big task may be beyond the enthusiasm and commitment one could ask from dedicated community members.

Appendix: Forum Outcomes Report

Forum Context

With the closure of the Levensdale Primary school an opportunity for the community to retain the school as an important focus of activity and enterprise has arisen.

In discussion with local residents in late 2013, there was a clear indication from the Levensdale residents that the school should be retained as a community resource. People suggested a number of options for the site, and a working group was quickly established with the purpose of exploring these options.

Already, the concept of a social enterprise delivering sustainability education experiences and other complimentary activities has been developed by the Levensdale Working Group. The site lends itself to a number of co-located activities. Southern Midlands Council is extremely supportive of the efforts of the Community in exploring and developing activities at the Levensdale School site, however is mindful of the financial and physical implications of taking on additional significant property based assets. Any development of the site by the Community that requires a Council or other third party contribution needs to be based on sound business and asset management principles, underpinned by the identification of significant Community support as well as projected sustainability.

In order to assess the viability and sustainability of the project it was necessary to engage an expert to develop a robust business case. Without such an assessment it would be extremely difficult to progress any plans for community ownership of the Levensdale Primary School site. As such, Southern Midlands Council commissioned SGS Economics and Planning to develop a tangible business plan that articulates the viability and sustainability of any social enterprise that is core to the school site.

The first step of this business plan was to create of an extensive list of enterprise ideas through a facilitated brainstorming process, involving the Working Group, the majority of Community members and other interested stakeholders. Community members were therefore invited to take part in this process by means of a community forum. The objective of the forum was to generate ideas for one or multiple social enterprises that:

- Demonstrate clear community benefit
- Compliment other activities and assets
- Contribute to a viable social enterprise.

The forum was facilitated by SGS Economics and Planning, with a total of 20 community and Council members present. To ensure maximum participation and inclusion of the community at the forum, Council took the following action:

- Delivered 145 personal letters to ratepayers in the Levensdale, Woodsdale and Runnymede districts inviting them to attend the forum.
- Sent 80 electronic invitations different web addresses through the Levensdale Community News.
- Submitted an advertisement in Tasmanian Country a week before the Forum.
- Forwarded an invitation in the TasCOSS newsletter for members to attend.
- Took part in an interview with Diana Langley on 97.1 FM Community Radio.

The remainder of this document outlines the forum agenda and attendance list, along with the ideas that were generated throughout the day by the community members. Also included is the list of community members that volunteered to be involved in the project post forum, and the project's next steps.

Forum Agenda

Date: 10th May 2014

Schedule:

9:30- 10:00 Morning Tea

- 10:00- 10:10 Mayor Tony Bisdee OAM Opened the Forum
- 10:10- 10:40 Presentation by SGS Economics and Planning
- 10:40- 12:00 Forum Part 1: Collection of ideas.
- 12:00- 1:00 BBQ Lunch
- 1:00- 2:00 Forum Part 2: Discussion of ideas and voting for preferred options

FIGURE 1. MAYOR TONY BISDEE OAM OPENING THE FORUM



Source: Andrew Benson, Southern Midlands Council

Attendance List

Community Members

- Janice McConnon
- Diane Free
- Carolyn Birch
- Lois Green
- Pat Burton
- Aaron Kropf
- Bronwyn King
- David Kettle
- Kate Coad
- Terry Higgs
- Jan Newton
- Sally Tame
- Kerry Gearman
- Cynthia Wilson
- Daniel Free

Southern Midlands Council

- Mayor Tony Bisdee OAM
- Cr Alex Green
- Cr Don Fish
- Cr Bob Campbell
- Andrew Benson

Apologies

- Michael Polley
- Rebecca White MP
- Hon Rene Hidding MP
- Georgina Laing
- Kristina Szymanski
- Ricky Birch
- Bill Free
- Tom McConnon

Registered but did not attend

- Tom McConnon
- Rachel Treasure
- Prue Cotton
- Valintine Smith
- Bill Free
- Helen Scott
- Ricky Birch
- Kristina Szymanski

SGS Economics and Planning

- Ellen Witte
- Tara Bailey

Forum Outcomes

Nine potentially viable options for the former Levensdale School were developed during the community forum. A further five community uses were identified as complimentary activities that could occur on the site. For each idea, each small group attempted to answer the following questions:

- How would it work?
- Who would attend/buy/need it?
- How often would the activity occur?
- What are the facilities needed?
- Who are the people / what are the skills needed?
- What would it cost?
- What would the revenue be?
- What are the risks and/or issues?

After the ideas were generated within two working groups, they were collectively voted on by means of stickers. Each forum participant was given four stickers, which they could choose to vote for one idea or multiple. The ideas generated by the forum outlined below have been ranked by voting points attributed by the community.

FIGURE 2. WORKSHOP SESSIONS



Source: Andrew Benson, Southern Midlands Council

Idea 1: Overnight accommodation facilities

Voting Points: 16

- What? Overnight facilities to provide for the following user groups:
- Schools
- Scouts
- Community members with disabilities, disadvantaged groups
- Affordable family accommodation
- Training sessions
- Business leadership sessions
- Private booking retreats
- Wedding accommodation
- What makes this location attractive is that it has linkages with farming activities, that it is away from the hustle and bustle from urban areas and it has no mobile phone reception, enabling a true retreat experience.
- Who? Coordination, cleaners.
- How often? As rented.
- Facilities needed? Kitchen, bedrooms.
- People/ skills needed? Cleaning, admin, marketing, grounds keeping.
- Cost? Shower and bedroom fitout. Utilities, insurance, cleaning, advertising, marketing, coordinator costs.
- Revenue? From rental plus ancillary services such as catering, activities program and usage of additional facilities
- Risks/ Issues. Would need to build strong partnerships with Dept of Education, DoE, CosMos, scout groups and other potential partners to ensure regular hire, and possibly longer term contracts for frequent hire. Would also be dependent on good marketing. No mobile phone access is seen as a draw card.

Idea 2: Regenerative agriculture/ sustainability training

Voting Points: 10

- What? Training for community members and professionals on how to restore the health of agricultural land. To be marketed to farmers, hobby farmers, garden enthusiasts, education.
- Who? NRM south have gained funding and run this program before for 3 to 4 years with successful results. It ceased due to the person running the program leaving. It could be easily started again.
- How often? 1 day a month.
- Facilities needed? No capital needs. The facilities are adequate as they are.
- People/ skills needed? NRM South educator. Marketing, cleaning, admin and ground keeping
- Cost? NRM south educator, coordination, marketing.
- Revenue? From funding and students. This idea has the opportunity to establish a longer term arrangement with NRM South which contributes to the longer term sustainability.
- Risks/ Issues: demand. Past demand has been ok according to anecdotal evidence. Good marketing is a means to manage the risk.

Idea 3: Agricultural production (nursery/berries/other plants)

Voting Points: 8

- What? Crop growing on Levensdale site for wholesale and retail. The processing of production with availability of the kitchen is a logical add on (see Idea 6)
- Who? One coordinator, people to work in the garden (woofers, community members involved in 'work for the dole' program.
- How often? Garden work would occur as often as required.
- Facilities needed? Some equipment
- People/ skills needed? The school grounds, water, fencing. Horticulture knowledge could come from school teachers/ other community members with knowledge in the area.
- Cost? Coordinator cost, water, fencing.

- Revenue? To come from the selling of the produce
- Risks/ Issues? Would have to be mindful of local growers.

Idea 4: Longer term contracts for sublease of (office) space

Voting Points: 7

- What? Use of offices/spaces from services such as
- UTAS
- TIA
- Life without barriers
- Hairdressing
- Rural health
- Massage
- Podiatry
- Physio
- Nutritionist
- Mental health
- Legal aid
- Centrelink
- accountancy
- Who? Hirers, coordinator
- How often? As required, 1 day per month for each service?
- Facilities needed? Internet, utilities, phone
- People/ skills needed? Admin, legal, coordinator, cleaning, ground keeping
- Cost? Cleaning, Maintenance, utilities, coordination, advertising, marketing, insurance
- Revenue? From lease; best longer term contracts to contribute to longer term sustainability
- Risks/ Issues: demand, longevity of sublease, insecurity.

Idea 5: Community Garden (joint social enterprise with second bite and 5 councils. Preliminary scoping of second bite idea)

Voting points: 5

- What? Five councils would work together with the community and second bite to develop five community gardens, one to be developed and maintained at the Levensdale school site. Each community garden would have a specific crop or crops. When the crops were harvested, first bite would organise the distribution of the crops between the communities for purchase at local markets/ wholesalers. Any surplus would be distributed by first bite to those community members in need.
- Who? The five involved councils, second bite, one horticulturalist, people to work in the garden (woofers, community members involved in 'work for the dole' program). Most costs would be assumed to be covered by second bite
- How often? Garden work would occur as often as required. Horticulturalist would attend each garden one day per week.
- Facilities needed? The school grounds and water which are both available, fencing (needs investment).
- People/ skills needed? Horticulturalist (through second bite)
- Cost? 1/5 of horticulturalist fee, water, fencing.
- Revenue? To come from the selling of the produce
- Risks/ Issues? Would have to be mindful of local growers. This idea heavily relies on relationships being developed between second bite and all 5 councils. Very much in its initial stages. Could be developed once Idea 2 was up and running.

Idea 6: Kitchen Hire

Voting Points: 5

- What? Kitchen to be made available to the community that wish to hire the kitchen. Uses could be for cooking classes, or for food preparation that requires the use of a commercial kitchen.

- Who? Community members, cooking class students, associations such as the CWA.
- How often? Cooking school could be run monthly, rental as required.
- Facilities needed? Kitchen. Ready to use.
- People/ skills needed? Coordinator
- Cost? Utilities, any additional equipment for the kitchen, cleaning, maintenance.
- Revenue? Rental hire
- Risks/ Issues: each person using kitchen would require own insurance.

Idea 7: Respite centre

Voting Points: 3

- What? Respite primarily for the elderly and the young disabled, but also possible respite for carers themselves.
- Who? Southern Eastern Community Care, community members requiring respite.
- How often? As needed, possibly 1 day per week but could have different days for different community groups ie women, men, young people.
- Facilities needed? Disability access to all spaces, commercial kitchen.
- People/ skills needed? SECC carers.
- Cost? Coordinator fee, disability access
- Revenue? Rental hire paid by SECC
- Risks/ Issues: funding available to SECC to acquire another space, demand in the area would need to be explored.

Idea 8: Day use facility

Voting Points: 3

- What? Day use of the facility by the following user groups:
- Tourists (cruise day trips) (expressed demand)
- Scouts
- Camp quality
- Schools
- others
- Who? Coordinator, hirer
- How often? As required
- Facilities needed? School as it is, morning/afternoon tea, lunches, farming activities
- People/ skills needed? Marketing, coordinator, 2 + people to run any programs e.g. agricultural learning. Cleaning and ground keeping. The programs offer a farming experience and showcase farm activities including sheep shearing. Local farmers would participate to offer the programs.
- Cost? Wages of coordinator, program wages/costs
- Revenue? From hire and ancillary services
- Risks/ Issues. This could be run concurrently with the overnight use if developed or as a standalone service. Could link into day trip tourism from Hobart.

Idea 9: Childcare

Voting Points: 0

- What? Childcare for local children
- Who? Carers, children
- How often? 1-2 days a week depending on demand
- Facilities needed? School buildings require no extra facilities
- People/ skills needed? Carers, Admin, legal, cleaning
- Cost? License
- Revenue? Day care fees from parents.
- Risks/ Issues. A lot of regulation- family day care may be a better option. It is unclear whether there is sufficient demand

Other complimentary activities (not income generating but positive social outcomes):

- Camping/ motorhome use of grounds
 - Charge fee per night (low)
 - Competition in Tunnack recreation ground.
 - Offer just basic facilities without showers, however if accommodation idea was developed these facilities could be shared and improve the offer.
 - Area flood prone?
 - No road? Is there an issue?
- Men's shed
- Adult education classes for:
 - Technology
 - Workforce training
- Community library
- Bi- monthly farmers market

Attachment
AGENDA ITEM 16.7.1

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SOUTHERN
MIDLANDS
COUNCIL



NEW IMAGE

draft Strategic Plan 2022 – 2032

Councillor and Officer inputs from the workshops are shown in red
Adopted by Council

Contents

Introduction	4
Southern Midlands Council	5
Our Vision	5
Our Mission	5
Our Guiding Principles	6
Southern Midlands Local Government Area.....	7
Council Financial Indicators.....	11
Members of the Council - November 2018 to October 2022.....	12
Organisation Structure by Function	13
South Central Sub-region (SCS) Councils	14
Legislative Requirements for the Strategic Plan.....	15
Strategic Plan Structure.....	16
Strategic Plan Structure – graphic form.....	17
1. INFRASTRUCTURE.....	18
1.1 ROADS.....	18
1.2 BRIDGES	19
1.3 WALKWAYS, CYCLE WAYS & TRAILS	19
1.4 LIGHTING	20
1.5 BUILDINGS	20
1.6 SEWER / WATER / ENERGY	21
1.7 DRAINAGE.....	21
1.8 WASTE.....	22
1.9 INFORMATION, COMMUNICATION TECHNOLOGY	23
2. GROWTH.....	24
2.1 RESIDENTIAL	24

2.2	TOURISM.....	25
2.3	BUSINESS	26
2.4	INDUSTRY.....	27
3.	LANDSCAPES	28
3.1	HERITAGE.....	28
3.2	NATURAL.....	29
3.3	CULTURAL	30
3.4	REGULATORY - DEVELOPMENT	30
3.5	REGULATORY – PUBLIC HEALTH	31
3.6	REGULATORY - ANIMALS	32
3.7	ENVIRONMENTAL SUSTAINABILITY	32
4.	COMMUNITY	34
4.1	COMMUNITY HEALTH & WELLBEING	34
4.2	RECREATION	35
4.3	ACCESS.....	36
4.4	VOLUNTEERS.....	36
4.5	FAMILIES	37
4.6	EDUCATION.....	38
4.7	CAPACITY, SUSTAINABILITY & RESILIENCE.....	39
4.8	SAFETY	40
4.9	CONSULTATION & COMMUNICATION	40
5.	ORGANISATION	42
5.1	IMPROVEMENT.....	42
5.2	SUSTAINABILITY	43
5.3	FINANCES.....	44
	ABS Census 2016 - Data by Area across the Southern Midlands	45
	Plans & Strategies that Support the Strategic Plan	58

Introduction

This Strategic Plan for the Southern Midlands has been prepared as a 'blue print' for the future of the Southern Midlands local government area. This document also provides guidance for the organisation, to ensure that it has the capacity to deliver the range of services that the Southern Midlands community has identified.

The Strategic Plan has been based on information and advice provided through Community consultation with members of the Southern Midlands Community at a number of levels, as well as discussions with the elected members of Council and advice provided by Council officers.

It should be noted that, whilst Council has a major role to play in the achievement of the Community's vision for the Southern Midlands, it is not the only participant responsible for seeing the vision realised. Council, where ever possible, works in partnership with others, such as the Tasmanian and Australian Governments, other Councils and Community groups as well as business to help achieve the Community's vision.

This is a document that builds on previous Strategic Plans and covers the ten year period to the year 2032. It was desk top reviewed this year and is subject to broad consultation review every four years, this ensures up-to-date guidance to Council in the determination of its future priorities and directions.

Council welcomes comment on the Strategic Plan at any time. Input into the future direction of the Southern Midlands can be made by contacting one of the elected members or the Council's General Manager directly, or comments in writing can be addressed to:
Southern Midlands Council, 71 High Street, Oatlands Tas 7120 or provided via Council's website www.southernmidlands.tas.gov.au



Clr Alex Green

MAYOR

Southern Midlands Council

Our Vision

(A Vision Statement is an aspirational description of what an organisation would like to achieve or accomplish in the mid-term or long-term future. It is intended to serve as a clear guide for choosing current and future courses of action.)

The following vision for the Southern Midlands municipal area was developed by Councillors on the basis of the information and advice provided at community meetings and through other Community engagement opportunities.

Council's Vision includes

- A community spirit based on friendliness, cooperation and self-help;
- An environment which encourages local creativity, enterprise and self-help;
- A diversified local economy creating employment opportunities through sustainable agriculture, heritage tourism and viable historic villages/service centres;
- Development based on the sustainable use of local resources and the physical environment; and
- A range and standard of services within the Southern Midlands that are affordable and efficient.

Our Mission

(A Mission Statement is a short sentence or dot points used to explain, in simple and concise terms, an organisations' purpose(s) for being. These statements serve a dual role by helping employees/team members to remain focused on the tasks at hand, as well as encouraging them to find innovative ways of moving towards an increasingly productive achievement of organisational goals.)

The Mission was developed by Councillors and senior staff.

Council's Mission is, that in partnership with the community it will:

- Work for the benefit of the community;
- Be progressive and provide leadership;
- Operate as a team of Councillors and employees focused on performance;
- Be financially responsible.

Our Guiding Principles

(Guiding Principles are any principles or precepts that guide an organisation throughout its life in all circumstances, irrespective of changes in its goals, strategies, type of work, or the top management. They represent the beliefs and values which guide the culture of the organisation and underpin its work towards achieving the Vision and Mission)

Council and staff team members will:

- Consult and listen to our customers and team members by maintaining open communication;
- Treat people with respect and courtesy;
- Provide advice to the best of our professional ability;
- Be sensitive to the needs of residents and visitors;
- Respond promptly to customers concerns and requests;
- Be fair, equitable and consistent in decisions and conduct;
- Fully utilise the expertise and resources available to Council within the organisation and the Community;
- Develop the full potential of Councillors and all Employees; and
- Operate in accordance with the Codes of Conduct adopted by Council.

Southern Midlands Local Government Area

The Southern Midlands Council was created on the 2nd April 1993 through the merging of the Municipalities of Oatlands, Green Ponds and the Northern wards of the Municipalities of Brighton and Richmond. The municipal area has a predominantly rural based economy.

Towns and localities include Mangalore, Bagdad, Broadmarsh, Elderslie, Dysart, Kempton, Melton Mowbray, Oatlands, Tunbridge, Tunnack, Parattah, Woodsdale, Levendale, Runnymede, Colebrook, Campania and Rekuna.

The area of the Southern Midlands is 2,561 sq km's, a high proportion of which is privately owned land (2406 sq.kms), divided into ~~3,564~~ 3,700 rateable properties.

The municipal area is centrally located with both the Midland Highway and the north-south rail route bisecting the municipality.

It is covered by the Federal Government seat of Lyons, the State Government's House of Assembly seat of Lyons, along with the Legislative Council seat of Prosser.

The Council is responsible for:

Roads and Bridges

The third longest municipal road length in Tasmania with 814km, made up of the following;

- 34km of urban sealed roads
- 175km rural sealed roads
- 605km of rural unsealed roads
- 167 bridges and culverts

Waste Management

There are 3 waste transfer stations; Oatlands, Campania and Dysart

Municipal Offices

Oatlands – 71 High Street

The following Council Business Units operate from this office.

- Corporate Administration;
- Infrastructure & Works;
- Natural Resource Management; and
- Heritage Projects.

Kempton – 85 Main Street:

- Development & Environmental Services,
- Community & Corporate Development

Works Depots

Council has two works depots; one at Oatlands and one at Kempton.

The following infrastructure elements are administered by TasWater

Water

6 water schemes;

Oatlands, Tunbridge, Kempton, Bagdad/Mangalore, Campania, Colebrook

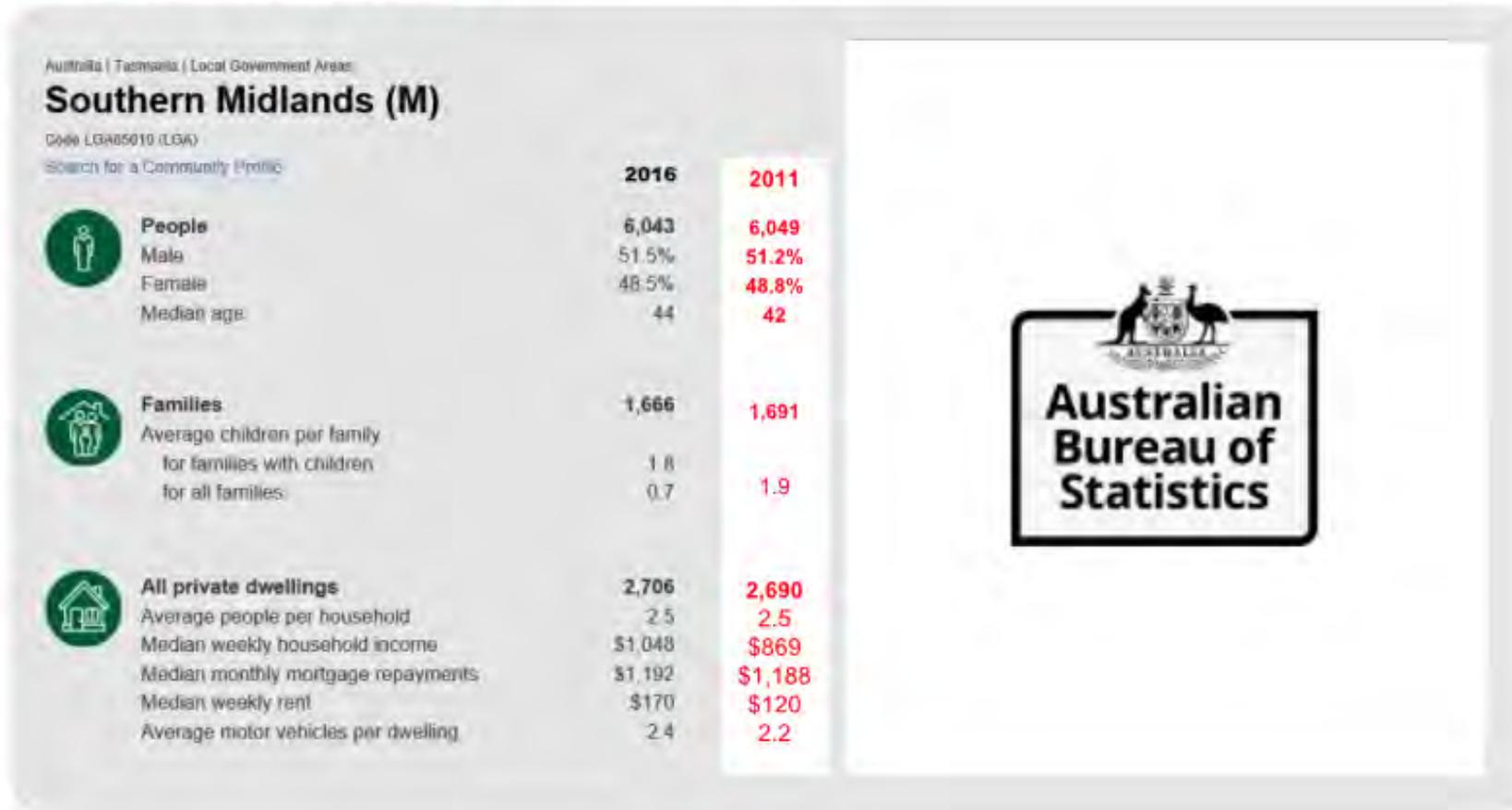
Sewerage

5 sewerage schemes;

Oatlands, Kempton, Bagdad, Campania, Colebrook

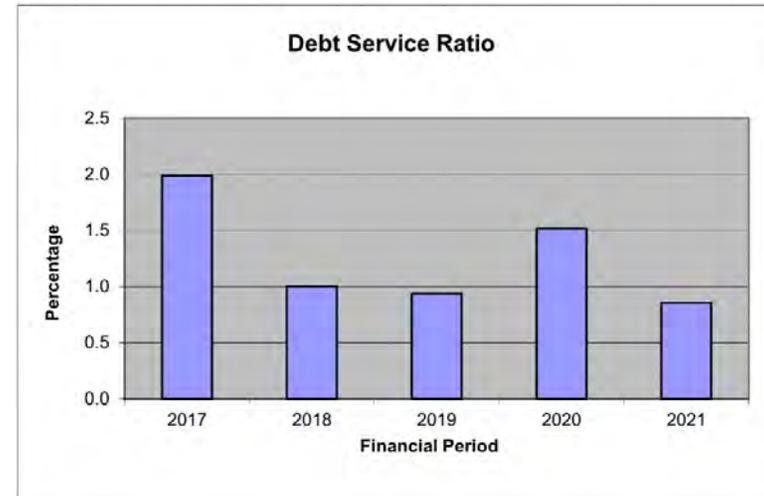
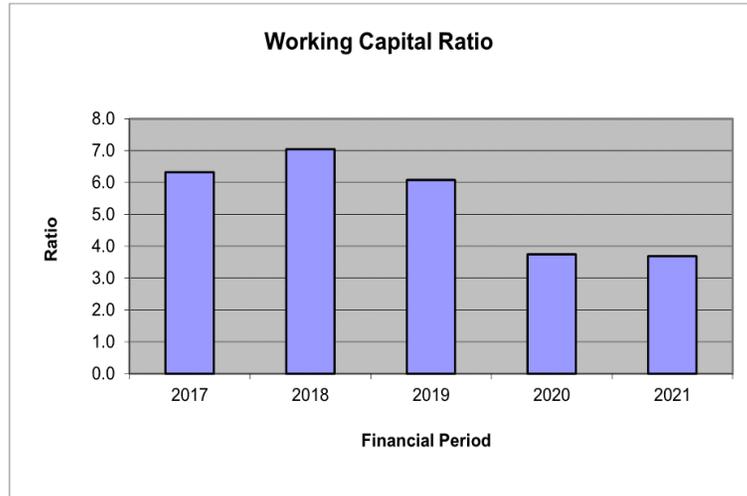
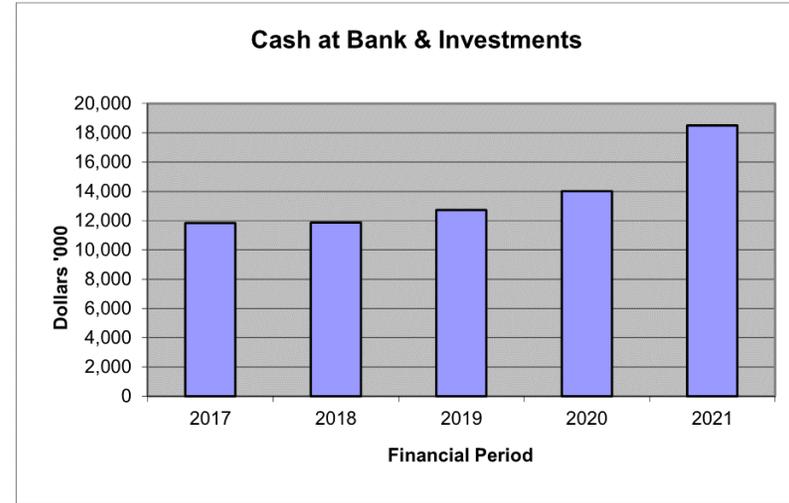
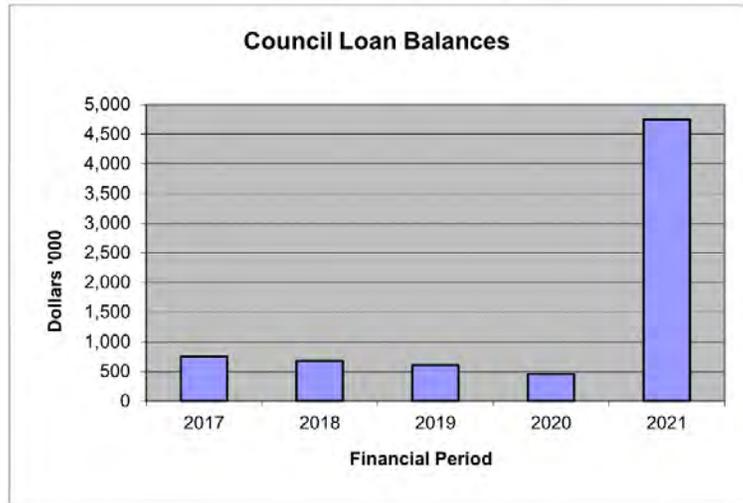


2016 Census QuickStats



CHECK WHEN NEW CENSUS DATA IS RELEASED IN JUNE 2022

Council Financial Indicators



Working Capital Ratio: Is a measure of the liquidity or “cash” position of a Council. It is a measure of a Council’s ability to meet its financial obligations as they fall due. If current liabilities exceed current assets (a ratio of <1) then a Council would need to improve its liquidity.

Debt Service Ratio: Is a measure of the capacity for a Council to service and repay debt – usually incurred to fund infrastructure and other major capital works. The lower the percentage, the greater the capacity of the Council to service and repay debt.

Members of the Council - November 2018 to October 2022

Southern Midlands Council has seven elected members.



Mayor
Alex Green



Deputy Mayor
Edwin Batt



Councillor
Anthony (Tony) Bantick



Councillor
Anthony (Tony)
Bisdee OAM



Councillor
Karen Dudgeon



Councillor
Donald Fish



Councillor
Rowena MacDougall

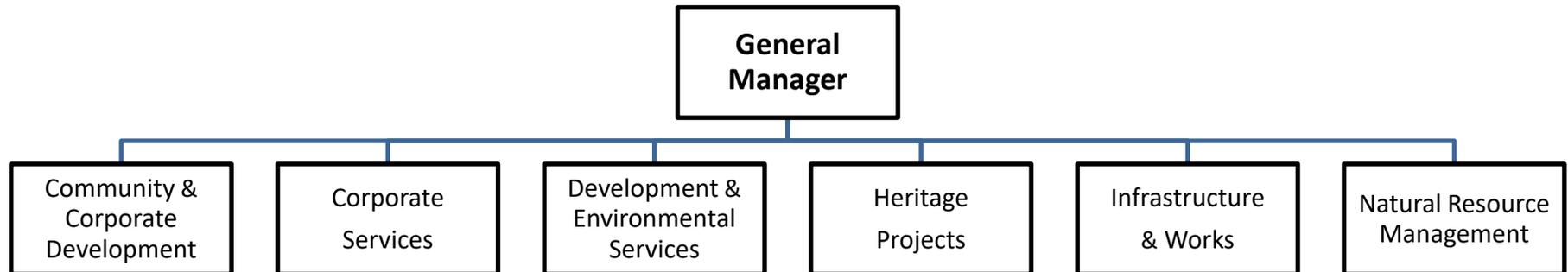
Southern Midlands Council has a number of Business Units that are referred to in the Strategic Plan, which are staffed by the General Manager and his team. Activities within the Plan have been allocated to a business unit with the business unit abbreviation shown adjacent to the activities.

- General Manager's Business Unit (GM)
- Development and Environmental Services (DES)
- Infrastructure & Works (IW)
- Natural Resource Management (NRM)
- Community & Corporate Development (CCD)
- Heritage Projects (HP)
- Corporate Services (CS)

Organisation Structure by Function

Southern Midlands Community

Southern Midlands Council



South Central Sub-region (SCS) Councils

Southern Midlands, Derwent Valley, Central Highlands and Brighton

Working together for the benefit of our broader Communities



Major Joint Projects and Initiatives

- SCS Augmented Reality Tourism Project (2016)
- SCS Regional Workforce Planning Project – KPMG (2017)
- SCS Local Government Workforce Planning (2018)
- SCS Workforce Planning Grant – TCF \$395,000 (2020)
- SCS Economic Infrastructure Development Study – KPMG (2022)
- Establishment of SCS Jobs Hub – Jobs Tas - \$1,625,000 (2022)



Official Opening of the SCS Jobs Hub at Pontville

Legislative Requirements for the Strategic Plan

The Strategic Plan

The *Local Government Act 1993* requires all Councils to have a Strategic Plan for the Municipal area. The Strategic Plan is to be in respect of at least a ten (10) year period and updated as required.

Public Consultation

The Local Government Act states that in preparing a proposed Strategic Plan, or updating an existing Strategic Plan, a Council is to consult with the community in its municipal area and any authorities and bodies it considers appropriate.

The General Manager of the Council is to make a copy of the proposed Strategic Plan, or an updated Strategic Plan, available for public inspection at the public office of the Council during ordinary office hours.

Changes to the Strategic Plan

The Southern Midlands Council will formally review the Southern Midlands Strategic Plan every four years. Once the formal review has been undertaken the Council is required to invite submissions from the public in respect of the plan. It is also required to consider those submissions before adopting or updating the strategic plan.

As soon as a Council adopts a strategic plan, or updates it, the General Manager is required, under the *Local Government Act 1993* to make a copy of the strategic plan available for public inspection at the public office of the Council during ordinary office hours. The Southern Midlands Strategic Plan will also be available on the Council's website at www.southernmidlands.tas.gov.au

Annual Planning

Councils are also required to prepare an Annual Plan for each financial year, which is required to be consistent with the Strategic Plan; and include:

- a statement of the manner in which the Council is to meet the goals and objectives of the Strategic Plan;
- a summary of the estimates of Council's revenues and expenditures for the financial year as adopted by Council;
- a summary of the major strategies to be used in relation to the Council's public health goals and objectives.

Annual Reporting

A Council must prepare an Annual Report containing, among other things:

- a summary of the Annual Plan for the preceding financial year;
- a statement of its goals and objectives in relation to public health for the preceding financial year;
- a statement of the Council's activities and its performance in respect of goals and objectives set for the preceding financial year;
- the financial statements for the preceding financial year.

Strategic Plan Structure

Strategic Themes

It should be noted that the strategic themes are not listed in priority order rather they are a set of interrelated themes.

Five strategic themes have been developed from the inputs provided by the Community and Council. The strategic themes provide the structure of the Southern Midlands Strategic Plan. They are:

1. Infrastructure

The need to maintain, improve and maximise the Community benefit from infrastructure provided by Council

2. Growth

The need to increase the population in the municipality and to grow the level of agricultural, commercial and industrial activity, balanced with environmental, heritage and cultural values along with the provision of the appropriate services

3. Landscapes *(is this the appropriate term – Landscapes?)*

The need to maintain, improve and maximise the benefits of the existing heritage, natural and cultural landscapes of the Southern Midlands

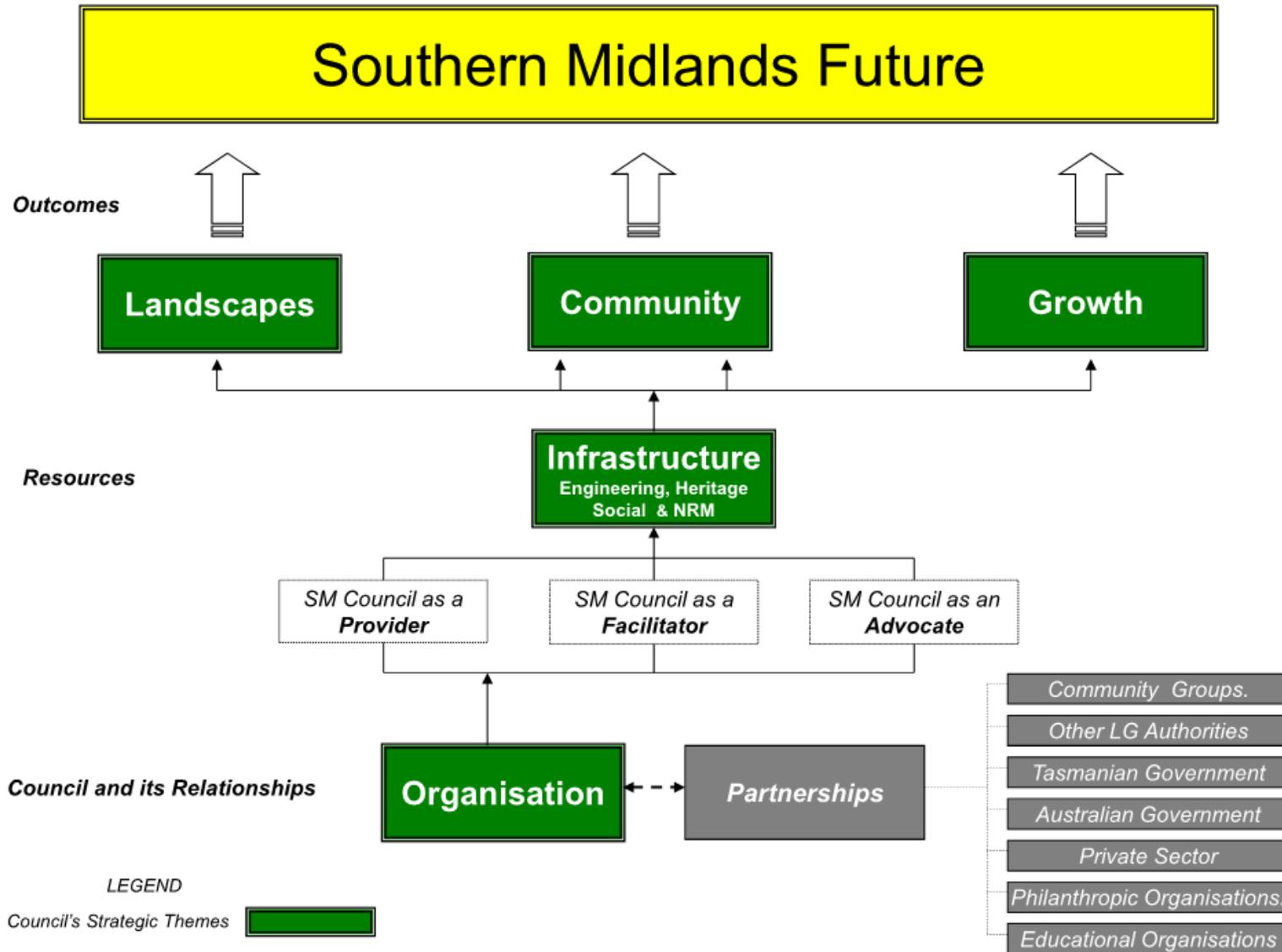
4. Community

The need to increase the opportunities for improved health and well-being, as well as to retain and build on the strong sense of Community that exists within the Southern Midlands

5. Organisation

The need to monitor and continuously improve the efficiency and effectiveness of the way the Council provides services to the Community

Strategic Plan Structure – graphic form



I. INFRASTRUCTURE

The need to maintain, improve and maximise the Community benefit from infrastructure provided by Council.

1.1 ROADS		INFRASTRUCTURE
<i>What we are aiming to achieve:</i>		
1.1.1	Maintenance and improvement of the standard and safety of roads in the municipal area	
Key actions to achieve our aims:		Responsible Business Unit(s)
1.1.1.1	Continue to seek opportunities to increase funding for road maintenance and construction from Commonwealth Australian and State Government, whilst incorporating appropriate design outcomes for public infrastructure in heritage areas where practicable	GM/IW
1.1.1.2	Seek Assess new, cost effective sources and methods of road construction / materials suitable for road maintenance	IW/GM
1.1.1.3	Continue to work with the Department of State Growth (DSG) to improve the safety and standard of the Midland Highway and other state roads along with road junctions	GM
1.1.1.4	Continue to focus on road drainage and road improvements as key elements of road maintenance	IW
1.1.1.5	Ensure that appropriate sight distances are maintained, for key transport routes, through effective roadside vegetation management / road realignment	IW
1.1.1.6	Continue a program of regular safety audits of roads in conjunction with Department of State Growth	IW
1.1.1.7	In partnership with the State Government address the issue of reserved roads and their impact on fire and weed management	DES IW
1.1.1.8	Actively encourage property owners to embrace Council's Unmade Street Policy	DES
1.1.1.9	Continue the program of dust suppression on gravel roads in accordance with Council's policy	IW
1.1.1.10	Provide road infrastructure appropriate to industry demand accommodate a measured population growth or decline	IW
1.1.1.11	Use sandstone in kerb & gutters in conjunction with streetscape plans in heritage areas (where appropriate and affordable)	IW
1.1.1.12	Incorporate the use of recyclable materials (e.g tyres/glass) into road pavements and pathways	IW
	Update Long-Term Strategic Asset Management Plan to reflect condition assessment	IW

Establishment of appropriate trees and related streetscapes elements in our villages	IW
Government investment in the Bagdad-Mangalore Bypass as a major component in the State road network	GM
Explore the viability of creating a road link from Oatlands to the Tasman Highway on the East Coast north of Triabunna	GM
Implement the outputs from the Oatlands Structure Plan	IW

1.2 BRIDGES		INFRASTRUCTURE
<i>What we are aiming to achieve:</i>		
1.2.1	Maintenance and improvement of the standard and safety of bridges in the municipal area	
Key actions to achieve our aims:		Responsible Business Unit(s)
1.2.1.1	Continue the current program of bridge maintenance and replacement including the monitoring and consideration of new construction methods for the replacement of timber bridges and related structures, including Council's desire to replace timber bridges with concrete bridges, where affordable with the exception of bridges with having heritage significance, which shall be maintained in an appropriate manner consistent with their original character	IW

1.3 WALKWAYS, CYCLE WAYS & TRAILS		INFRASTRUCTURE
<i>What we are aiming to achieve:</i>		
1.3.1	Maintenance and improvement of the standard and safety of walkways, cycle ways and pedestrian areas to provide consistent accessibility	
Key actions to achieve our aims:		Responsible Business Unit(s)
1.3.1.1	Determine through consultation, the priorities for extensions to existing walkways and pedestrian areas	CCD
1.3.1.2	Identify and develop new cycle ways, walkways and pedestrian areas based on identified need	CCD
1.3.1.3	Investigate options for the accessibility of horse trails within the municipal area	CCD

1.3.1.4	Inter-connect walkways/cycleways with neighbouring Council areas (e.g linkage with Campania to Richmond or Pontville to Bagdad)	CCD
---------	---	-----

1.4	LIGHTING	INFRASTRUCTURE
	<i>What we are aiming to achieve:</i>	
1.4.1a	Ensure adequate lighting based on demonstrated need	
1.4.1b	Contestability of energy supply	
	Key actions to achieve our aims:	Responsible Business Unit(s)
1.4.1.1	Develop a program for upgrading lighting in areas of community safety need, in accordance with the Australian Lighting Standard	IW
1.4.1.2	Continue the undergrounding of power and the establishment of heritage street lighting in Oatlands	IW
1.4.1.3	Adopt new technology as it arises to reduce lifecycle costings; for example energetically pursue the implementation of LED (Light Emitting Diode) for replacement of street lighting	IW

1.5	BUILDINGS	INFRASTRUCTURE
	<i>What we are aiming to achieve:</i>	
1.5.1	Maintenance and improvement of the standard and safety of public buildings in the municipality	
	Key actions to achieve our aims:	Responsible Business Unit(s)
1.5.1.1	Enhance the program for building management and maintenance across the municipality	CCD
1.5.1.2	Develop and maintain public amenities to meet community and visitor needs, including continuing to upgrade public amenities with a focus on toilet facilities to meet community and visitor needs	CCD / NRM
1.5.1.3	Ensure sustainable use of Council buildings is maximised for Community benefit	CCD
	Update Long-Term Strategic Asset Management Plan to reflect condition assessment of buildings	IW
	Improve the quality, safety and fit-for-purpose of community halls and facilities.	CCD
	Address community needs with well-targeted, focused and strategic approaches to facility supply	CCD

1.6 SEWER / WATER / ENERGY		INFRASTRUCTURE
<i>What we are aiming to achieve:</i>		
1.6.1	Increase the capacity of access to reticulated sewerage services	
1.6.2	Increase the capacity and ability to access water to satisfy development and Community to have access to reticulated water	
1.6.3	Increase the capacity of access to reticulated energy services	
Key actions to achieve our aims:		Responsible Business Unit(s)
1.6.1.1	Monitor the future demand for sewerage services in areas zoned for future residential, commercial and industrial development in partnership with the Water Authority	DES
1.6.1.2	Advocate for Developers and the community to the Water Authority in respect of service level equity	GM
1.6.2.1	Investigate the future demand for water services in areas zoned for future residential, commercial and industrial development in partnership with the Water Authority	DES
1.6.2.2	Advocate for Developers and the Community to the Water Authority in respect of service level equity	GM
	Investigate the future demand for energy services in areas zoned for future residential, commercial and industrial development in partnership with the Energy Authorities	GM
	Advocate for Developers and the Community to the Energy Authorities in respect of service level equity	GM

1.7 DRAINAGE		INFRASTRUCTURE
<i>What we are aiming to achieve:</i>		
1.7.1	Maintenance and improvement of the town storm-water drainage systems	
Key actions to achieve our aims:		Responsible Business Unit(s)
1.7.1.1	Continue to program capital works that improve the effectiveness of the storm-water drainage systems in the towns of the municipality	IW
1.7.1.2	Research best practice methods for the disposal of Stormwater, that is applicable to country towns and rural living	DES
1.7.1.3	Adopt 'Water Sensitive Urban Design Principles' where appropriate	DES

1.7.1.4	Research and monitor forecasts in relation to critical weather events (e.g design/specifications)	IW
-	Undertake hydraulic assessment of the municipal area (i.e. the provision of flood mapping and assess the interaction of stormwater with existing and potential future land uses). Includes investigating the availability of external funding support. The initial focus being the main population and transit areas around Bagdad and Mangalore.	IW

1.8	WASTE	INFRASTRUCTURE
<i>What we are aiming to achieve:</i>		
1.8.1	Maintenance and improvement of the provision of waste management services to the Community	
Key actions to achieve our aims:		Responsible Business Unit(s)
1.8.1.1	Continue to be an active participant in Waste Strategy — South and continue to educate people on reducing waste	DES
1.8.1.2	Continue to review the ongoing operational arrangements for waste management including co-operation with other local government authorities	DES
1.8.1.3	In conjunction with the Waste Advisory Council seek to identify suitable markets for recyclable products	DES
1.8.1.4	Undertake a review of the whole waste management service delivery system regularly	DES
1.8.1.5	Explore the opportunities to promote/facilitate a reduction of waste to landfill	DES
	Support and participate in the activities of the newly established 'Southern Tasmanian Regional Waste Authority	IW
	Investigate the introduction of a 'user pays' system at the Waste Transfer Stations (in lieu of the charging the standard Waste Management Levy)	GM

1.9 INFORMATION, COMMUNICATION TECHNOLOGY		INFRASTRUCTURE
<p><i>What we are aiming to achieve:</i></p> <p>1.9.1 Improve access to modern communications infrastructure</p>		
<p>Key actions to achieve our aims:</p>		<p>Responsible Business Unit(s)</p>
1.9.1.1	Seek opportunities to facilitate the provision of cost effective broadband and mobile telecommunications access across the municipality	GM
	Support the establishment of telecommunication infrastructure at Mt Hobbs	GM

2. GROWTH

The need to increase the population in the municipality to a long term sustainable level and to grow the level of agricultural, timber, commercial and industrial activity, balanced with environmental, heritage and cultural values along with the provision of appropriate services.

2.1 RESIDENTIAL		GROWTH
<i>What we are aiming to achieve:</i>		
2.1.1	Increase the resident, rate-paying population in the municipality	
Key actions to achieve our aims:		Responsible Business Unit(s)
2.1.1.1	Seek opportunities to increase the number of subdivisions providing affordable land in areas that can utilise the existing water, sewer and road infrastructure within the framework of the Planning Scheme	DES
2.1.1.2	Investigate the potential of under-utilised Commonwealth Australian, State and Local Government owned land for use and/or development	DES
2.1.1.3	Investigate and pursue innovative responses to residential developments whilst maintaining “village character” Investigate and pursue innovative responses to residential developments whilst maintaining an appropriate townscape context including rural and heritage character where appropriate	DES
2.1.1.4	Investigate options pertinent to affordable housing	DES
2.1.1.5	Lobby for increased transport services within the municipality and explore alternative transport options	CCD
	Actively participate in the ‘Outer Hobart Residential Demand and Supply Study’ to understand demand and supply of land and housing across the Outer Hobart Council areas	DES

2.2 TOURISM		GROWTH
<i>What we are aiming to achieve:</i>		
2.2.1 Increase the number of tourists visiting and spending money in the municipality		
Key actions to achieve our aims:		Responsible Business Unit(s)
2.2.1.1	Seek opportunities to support the development, growth and promotion of a wide range of tourism	GM
2.2.1.2	Seek opportunities to further develop and link heritage tourism opportunities both within and outside the region, including convict sites, the Oatlands Military Precinct and Callington Mill Precinct	HP
2.2.1.3	Support the development of tourism products	GM
2.2.1.4	Work in partnership with the State, Regional and local tourism organisations including Destination Southern Tasmania and the Heritage Highway Tourism Region Association	GM
2.2.1.5	Investigate and encourage the development of a four star accommodation facility (min 30 beds) in Oatlands	CCD
2.2.1.6	Encourage local tourism operators to establish and maintain exposure on the Australian Tourism Data Warehouse web site, which allows local tourism operators to easily promote their business or events on numerous digital platforms that connect directly to consumers	CCD
2.2.1.7	Embrace and implement the Heritage Highway Destination Action Plan along with associated initiatives	GM
Implement the outputs from the Oatlands Structure Plan		GM

2.3 BUSINESS		GROWTH
<i>What we are aiming to achieve:</i>		
2.3.1a	Increase the number and diversity of businesses in the Southern Midlands	
2.3.1b	Increase employment within the municipality	
2.3.1c	Increase Council revenue to facilitate business and development activities (social enterprise)	
Key actions to achieve our aims:		Responsible Business Unit(s)
2.3.1.1	Continue to facilitate and actively promote the development of new business opportunities	DES
2.3.1.2	Continue to provide support to businesses within the municipality to help ensure their long-term viability and to support them to actively work co-operatively together	CCD
2.3.1.3	Further develop economic opportunities of equine activities and services in respect of the former Oatlands racecourse	DES
2.3.1.4	Seek opportunities to support the development of affordable temporary accommodation for seasonal and other workers	DES
2.3.1.5	Pursue the establishment of regional or state-wide facilities that can take advantage of the municipality's central location, accessibility to the State's major road and rail facilities and/or the presence of very large titles affording opportunities for industries requiring large attenuation distances	DES
2.3.1.6	Develop and promote incentives for businesses to establish and expand	DES
2.3.1.7	Develop and maintain infrastructure critical for the establishment and retention of business	DES
2.3.1.8	Develop opportunities and participate in a range of business activities centred on the unique competitive advantage of assets in the area	CCD
2.3.1.9	Maintain support for viable Council business operations such as Heritage Building Solutions and Heritage Education & Skills Centre Complete the transition and transfer of the Council owned business 'Heritage Building Solutions Pty Ltd' into Council's organisational structure	GM
	Assess future governance and management options for the Council owned business 'Heritage Education and Skills Centre Ltd'	GM
2.3.1.10	Target niche high end food/wine outlets to establish businesses	CCD

2.4 INDUSTRY		GROWTH
<i>What we are aiming to achieve:</i>		
2.4.1	Retain and enhance the development of the rural sector as a key economic driver in the Southern Midlands	
2.4.2	Increase access to irrigation water within the municipality	
Key actions to achieve our aims:		Responsible Business Unit(s)
2.4.1.1	Develop opportunities that enhance Southern Midlands role as a focal point for rural activity	NRM
2.4.1.2	Support the development of activities in association with servicing the irrigation schemes developments	NRM
2.4.1.3	Continue implementation of the Southern Midlands Weed Management Strategy as it related to agricultural land/crown land/roads.	NRM
2.4.1.4	Facilitate the development of ‘value adding’ opportunities in the rural sector through high production agriculture	NRM
2.4.1.5	Continue playing a leadership role with the Southcentral Jobs Hub Network Skilled labour force- liaise with Department of Education (DoE) and other stakeholders to advocate/ facilitate for changes that are beneficial to the region <ul style="list-style-type: none"> i. Develop programs that will improve literacy levels and business skills for people in the agricultural industry; ii. Develop programs that will improve skills and customer service standards in the tourism and hospitality sector; and iii. Develop improved approaches to optimising Vocation Education & Training (VET) and DoE programs to continue to increase participation in Trade Training Centres, since these centres are new with good facilities, but are currently under utilised 	CCD
2.4.1.6	Understand and maximise the economic enablers in the region	GM/CCD
2.4.1.6	Encourage and facilitate innovation in the rural sector	NRM
2.4.2.1	Encourage and promote, development plus as well as production opportunities associated with the new irrigation schemes	NRM
2.4.2.2	Support the implementation of irrigation schemes that service locations in the local government area	NRM
2.4.2.3	Support the State Governments Economic Development Plan in the growth of services to support the rural and regional economies irrigation schemes	NRM

3. LANDSCAPES

The need to maintain, improve and maximise the benefits of the existing heritage, natural and cultural landscapes of the Southern Midlands

3.1 HERITAGE		LANDSCAPES
<i>What we are aiming to achieve:</i>		
3.1.1	Maintenance and restoration of significant public heritage assets	
3.1.2	Act as an advocate for heritage and provide support to heritage property owners	
3.1.3	Investigate document, understand and promote the heritage values of the Southern Midlands	
Key actions to achieve our aims:		Responsible Business Unit(s)
3.1.1.1	Manage the heritage values of Council owned heritage buildings according to affordable best practice	HP
3.1.1.2	Work in partnership with the State Government to ensure the strategic long-term management of publicly owned heritage sites	HP
3.1.1.3	Continue to implement and review the Oatlands Commissariat and Gaol Master Plans	HP
3.1.1.4	Seek to establish the Oatlands gaol site as an historic/archaeological education interpretation centre	HP
3.1.2.1	Support and monitor the ongoing development of the Heritage Skills Centre in Oatlands	HP
3.1.2.2	Facilitate and investigate opportunities for assisting heritage property owners in conserving heritage places alongside sustainable ongoing usage	HP
3.1.3.1	Undertake and encourage research & publications on the heritage values of the Southern Midlands	HP
3.1.3.2	Undertake the effective heritage interpretation, education and communication programs	HP
3.1.3.3	Continue to manage and utilise Council’s heritage resources and collections	HP
3.1.3.4	Support the occupancy / use of Council owned heritage buildings and spaces by arts & crafts groups who specialise in heritage crafts	HP
3.1.3.5	Support the creation of centralised initiatives for online accessibility to information relevant to heritage sites/buildings	HP
3.1.3.6	Recognition and ensuring the maintenance of the significance of trees in the landscape especially along the Heritage Highway (Midland Highway) and the revegetation where trees have been removed	HP
3.1.3.7	Ensure that Aboriginal cultural heritage is recognised with appropriate consultation and inclusion	HP

3.2 NATURAL		LANDSCAPES
<i>What we are aiming to achieve:</i>		
3.2.1	Identify and protect areas that are of high conservation value	
3.2.2	Encourage the adoption of “best practice” land care techniques	
Key actions to achieve our aims:		Responsible Business Unit(s)
3.2.1.1	Continue implementation of the Southern Midlands Weed Management Strategy	NRM
3.2.1.2	Implement and monitor the Lake Dulverton Management Strategy and Water Operational Plan	NRM
3.2.1.3	Continue to work co-operatively with the Tasmanian Land Conservancy to add value to the Chauncy Vale Wildlife Sanctuary and to develop a new management document reflecting current best practice	NRM/DES
3.2.2.1	Facilitate and encourage voluntary native vegetation conservation agreements to conserve & protect high priority native vegetation communities	NRM
3.2.2.2	Use a collaborative approach (through the planning scheme) to recognise and protect values on private land only where: <ul style="list-style-type: none"> i. the land contains natural values Council has deemed to be of high conservation value at the local level, ii. existing spatial information provides a reasonable level of surety as the presence of those values, iii. the values are not already afforded a reasonable degree of protection by higher levels of government, and iv. the patch size is sufficiently large to ensure long term environmental sustainability 	NRM/DES
3.2.2.3	Actively pursue grant opportunities & projects in relation to preservation of bushland remnants, weed management, vegetation, and regenerative agricultural techniques	NRM
3.2.2.4	Maintain collaborative partnerships with NRM South, DPIPWE, and other relevant organisations to deliver on-ground projects	NRM

3.3 CULTURAL		LANDSCAPES
<i>What we are aiming to achieve:</i>		
3.3.1	Ensure that the cultural diversity of the Southern Midlands is maximised	
Key actions to achieve our aims:		Responsible Business Unit(s)
3.3.1.1	Identify, and promote the cultural heritage identity of the Southern Midlands through festivals and events	CCD
3.3.1.2	Continue to implement and update the Southern Midlands Arts Strategy	CCD
3.3.1.3	Develop an events and festivals strategy	CCD
3.3.1.4	Support the establishment and development of large scale culturally diverse developments and institutions in appropriate locations in the Southern Midlands and encourage the State Government to declare such projects as Projects of Regional Significance recognising their scale, importance and the far reaching nature of their potential benefits and impacts	DES/CCD
3.3.1.5	Continue to promote and develop the Artist in Residence Program using Council owned heritage buildings	HP

3.4 REGULATORY - DEVELOPMENT		LANDSCAPES
<i>What we are aiming to achieve:</i>		
3.4.1	A regulatory environment that is supportive of and enables appropriate development	
Key actions to achieve our aims:		Responsible Business Unit(s)
3.4.1.1	Continue to support the State Government's State-wide Planning Initiative and to work in co-operation within the Southern Tasmanian region to finalise the Local Provisions Schedule for the Tasmanian Planning Scheme	DES
3.4.1.2	Encourage the State Government to provide more direction to the planning system through the introduction of more State Planning Policies, State Planning Directives and common state-wide planning scheme provisions	DES
3.4.1.3	Make use of the Joint Land Use Planning Initiative (JLUPI) outcomes to develop the local content for the new planning scheme	DES

	Actively participate in the review of the Southern Tasmania Regional Land Use Strategy	DES
3.4.1.4	Process planning, building and plumbing applications in a timely manner and monitor compliance with the relevant legislation	DES
3.4.1.5	Review systems and procedures to ensure that “best value” is being provided in the delivery of customer services	DES
3.4.1.6	Ensure staff are adequately resourced and supported to apply consistent, transparent and procedural fairness in pursuing enforcement action in matters of non-compliance	DES
	Actively participate in the ‘Outer Hobart Residential Demand and Supply Study’ to understand demand and supply of land and housing across the Outer Hobart Council areas	DES
	Implement the outputs from the Oatlands Structure Plan	DES/IW/GM

3.5 REGULATORY – PUBLIC HEALTH		LANDSCAPES
<i>What we are aiming to achieve:</i>		
3.5.1	Monitor and maintain a safe and healthy public environment	
Key actions to achieve our aims:		Responsible Business Unit(s)
3.5.1.1	Continue to provide school immunisation programs	DES
3.5.1.2	Encourage members of the Community to actively participate in immunisation programs	DES
3.5.1.2	Continue to register and monitor food premises	DES
3.5.1.3	Continue to ensure that on-site waste water disposal is effective	DES
3.5.1.4	Encourage health professionals, including doctors and nurses, to move to the Southern Midlands	GM
3.5.1.5	Provide continuing support to the Midlands Multi-Purpose Health Centre	CCD
3.5.1.6	Continually raise the awareness of Notifiable Diseases in the Community	DES
3.5.1.7	Maintain an Emergency Management Plan for the Southern Midlands local government area that will provide safeguards for the health & safety of the Community	GM
3.5.1.8	Support Council owned cemetery services so they continue to be provided	DES
3.5.1.9	Encourage members of the Community to actively participate in immunisation programs	DES

Maintain the Kempton Community Health Centre and encourage health professionals along with other community service providers to use the premises as a base for the provision of services	GM
Work with the State Government and our neighbouring Councils in the implementation of responses to epidemics and/or pandemics to keep our Community safe	

3.6 REGULATORY - ANIMALS		LANDSCAPES
<i>What we are aiming to achieve:</i>		
3.6.1	Create an environment where animals are treated with respect and do not create a nuisance for the community	
Key actions to achieve our aims:		Responsible Business Unit(s)
3.6.1.1	Continue dog control, regulatory, licensing and educational programs	DES
3.6.1.2	Continue to conduct a public awareness/education program that informs the community of the need to contain livestock and the associated legal requirements within available resources	DES
3.6.1.3	Encourage the State Government to recognise the feral cat problem as distinct from the escaped/released/straying domestic cat problem and to develop and resource a strategy to meaningfully reduce the number of feral cats that now form a self-sustaining and very large population in rural areas	DES
Review the endorsed 'Southern Tasmania Regional Cat Management Strategy 2021-2026' recognising that the Strategy is based on an 'opt-in' approach which would be reliant on available resources, and taking into account the extent of the problem within each municipal area		DES

3.7 ENVIRONMENTAL SUSTAINABILITY		LANDSCAPES
<i>What we are aiming to achieve:</i>		
3.7.1	Implement strategies to address the issue of environmental sustainability in relation to its impact on Council's corporate functions and on the Community	
Key actions to achieve our aims:		Responsible Business Unit(s)
3.7.1.1	Implement priority actions defined in Council's corporate Climate Change Adaption Plan	NRM/DES

3.7.1.2	Continue implementation of Council's Climate Change Action Plan	NRM/DES
3.7.1.3	Continually improve energy efficiency and assist the Community in energy efficiency initiatives	NRM/DES
3.7.1.4	Establish collaborative partnerships with other Councils, key stakeholders and other tiers of government, that strengthen Council's response to climate change	NRM/DES
3.7.1.5	Investigate options to potentially develop alternative energy sources, including but not limited to, a Solar Array Panel/bank to generate power to be used at the community level and excess back to the grid	NRM/DES
3.7.1.6	Facilitate the installation of a recharging stations for battery operated vehicles in key geographic locations	CCD

4. COMMUNITY

The need to retain and build on the strong sense of Community that exists within the Southern Midlands as well as increase the opportunities for improved health and well-being of those that live in the Southern Midlands-the Community

4.1 COMMUNITY HEALTH & WELLBEING		COMMUNITY
<i>What we are aiming to achieve:</i>		
4.1.1	Support and improve the independence, health and wellbeing of the Community	
Key actions to achieve our aims:		Responsible Business Unit(s)
4.1.1.1	Partner with Governments, adjoining Councils and non-government organisations to improve the safety, health and well-being of the Community	CCD
4.1.1.4	Review our play grounds / community spaces in recognizing the importance to our Community of inclusive play & universal design for broadest possible user catchment	CCD
4.1.1.5	Promote the importance of regular exercise as part of Community health & wellbeing	CCD
4.1.1.6	Explore opportunities for community members to engage with animals in a public space e.g off-lead dog exercise areas	DES
	Improve the quality, safety and fit-for-purpose of community sport and active recreation facilities.	CCD
	Address community needs with well-targeted, focused and strategic approaches to facility supply	CCD
	Work with the State Government in implementing the Tasmanian Community Sport and Active Recreation Infrastructure Strategy	CCD

4.2 RECREATION		COMMUNITY
<i>What we are aiming to achieve:</i> 4.2.1 Provide a range of recreational activities and services that meet the reasonable needs of the community		
Key actions to achieve our aims:		Responsible Business Unit(s)
4.2.1.1	Review and implement the Southern Midlands Recreation Plan	CCD
4.2.1.2	Identify opportunities to work in partnership with the Community and the State Government to improve recreational services and activities	CCD
4.2.1.3	Maximise the potential use and benefits of the Oatlands Aquatic Centre	CCD/GM
4.2.1.4	Facilitate Maximise the potential for additional recreational facilities for Lake Dulverton (e.g wetland walks and other passive recreation pursuits rowing clubs, kayaks, jetty)	CCD/NRM
4.2.1.5	Review our play grounds / spaces in recognizing the importance to our Community of inclusive play & universal design	CCD
4.2.1.6	Undertake recreation space/ground development that facilitates drought tolerant recreation/playing surfaces	CCD/IW
4.2.1.7	Construct the best family/children's park on the Midland Highway to encourage visitation to local Oatlands businesses and to support the health & wellbeing of young people in the Community	CCD/NRM
	Address recreation grounds long-term & large-scale maintenance issues, including future upgrades and facility renewal strategies, to address in terms of cost, ongoing monitoring and triggers for change.	CCD/IW
	Address community needs with well-targeted, focused and strategic approaches to facility supply	CCD
	Construct a single unisex accessible toilet facility at Callington Park to encourage continued visitation as well as enhancing visitor experiences in the area	CCD/NRM
	Further develop Callington Park as a family friendly recreation space	CCD/NRM

4.3 ACCESS		COMMUNITY
<i>What we are aiming to achieve:</i>		
4.3.1	Continue to explore transport options for the Southern Midlands community	
4.3.2	Continue to meet the requirements of the Disability Discrimination Act (DDA)	
Key actions to achieve our aims:		Responsible Business Unit(s)
4.3.1.1	Be an advocate for improving transport services for those in need within the Community	CCD
4.3.2.1	Continue the implementation of Council's Disability Access and Inclusion Plan in meeting the requirements of the DDA	CCD
4.3.2.2	Encourage organisations to adopt the inclusivity principle (if a person has a Carer with them then entry is only charged for one person, not two) for entry into events and facilities	CCD
Further explore the viability of a lift in the Oatlands Town Hall / Council Chambers		HP

4.4 VOLUNTEERS		COMMUNITY
<i>What we are aiming to achieve:</i>		
4.4.1	Encourage community members to volunteer	
Key actions to achieve our aims:		Responsible Business Unit(s)
4.4.1.1	Ensure that there is support and encouragement for volunteering	CCD
4.4.1.2	Facilitate training programs aimed at providing volunteers with the necessary skills	CCD
4.4.1.3	Continue to support volunteers and their respective Community Groups through the Southern Midlands Community Small Grants Program	CCD
4.4.1.4	Work with Volunteering Tasmania to refine policies and frameworks that support volunteering throughout the Southern Midlands	CCD
Continue to provide the SMC Community Small Grants Program to support Community groups and their volunteers		GM

4.5 FAMILIES		COMMUNITY
<i>What we are aiming to achieve:</i>		
4.5.1	Ensure that appropriate childcare services as well as other family related services are facilitated within the community	
4.5.2	Increase the retention of young people in the municipality	
4.5.3	Improve the ability of seniors to stay in their communities	
Key actions to achieve our aims:		Responsible Business Unit(s)
4.5.1.1	Monitor the adequacy of current childcare facilities (i.e location, accessibility and number of placements)	CCD
4.5.1.2	Take appropriate action with supporting, partner organisations to address any shortfalls/deficiencies identified in the provision of family related services across the Southern Midlands	CCD
4.5.2.1	Facilitate mentoring and leadership programs in partnership with the schools in the Southern Midlands (e.g encourage school attendance at Council meetings and engagement in projects relating to Council).	CCD
4.5.2.2	Develop youth programs that cover employment and training as well as being linked to social, recreational and entertainment activities	CCD
4.5.2.3	In partnership with the State Government and not-for-profit partner organisations , investigate ways to enhance the delivery of youth services in the Southern Midlands	CCD
4.5.2.4	Monitor and respond to the recreation needs of the young people of the Southern Midlands	CCD
4.5.2.5	Work with community groups to facilitate meaningful youth engagement and support	CCD
4.5.3.1	Provide continuing support to the Midlands Multi-Purpose Health Centre (MMPHC)	CCD
4.5.3.2	Facilitate assistance for the seniors to stay in their own homes, or with the assistance of Carer & Support organisations in independent living units	CCD/DES
4.5.3.3	Provide support for & where appropriate, facilitate the meaningful social engagement and social inclusion of older members of our Community	CCD
4.5.3.4	Provide continuing support for the Community Shed Oatlands as well as the Carriage House at Kempton and similar initiatives	CCD

4.6 EDUCATION		COMMUNITY
<p><i>What we are aiming to achieve:</i></p> <p>4.6 Increase the educational and employment opportunities available within the Southern Midlands</p>		
Key actions to achieve our aims:		Responsible Business Unit(s)
4.6.1.1	Develop partnerships increasing educational opportunities within the Southern Midlands for the entire community	CCD
4.6.1.2	Provide heritage skills learning opportunities through the Centre for Heritage Identify and implement the preferred management and operating model for Heritage and Education Skills Ltd.	HP
	Facilitate/provide heritage learning opportunities through public engagement, via Heritage and Education Skills Ltd, in partnership with universities and schools, wherever opportunity arises	
4.6.1.3	Continue to work with the schools in the Southern Midlands to address and respond to reform initiatives in a positive manner together	CCD
	<p>Continue playing a leadership role with the Southcentral Jobs Hub Network and other stakeholders to advocate/facilitate changes that are beneficial to the region</p> <ul style="list-style-type: none"> i. Develop programs that will improve literacy levels and business skills for people in the agricultural industry; ii. Develop programs that will improve skills and customer service standards in the tourism and hospitality sector; and iii. Develop improved approaches to optimising Vocation Education & Training (VET) and DoE programs 	

4.7 CAPACITY, SUSTAINABILITY & RESILIENCE		COMMUNITY
<i>What we are aiming to achieve:</i>		
4.7.1	Build, maintain and strengthen the capacity of the Community to help itself whilst embracing social inclusion to achieve sustainability	
Key actions to achieve our aims:		Responsible Business Unit(s)
4.7.1.1	Support Community groups who wish to run and/or develop Community based facilities & events	CCD
4.7.1.2	Continue to provide funding opportunities for Community groups through the Southern Midlands Community Small Grants Program	CCD
4.7.1.3	Provide support to Community groups in their establishment and on-going development as well as assist these groups to access grants from a wide range of sources	CCD
4.7.1.4	Provide support to the Community in addressing major impacts that affect the ability of the Community to work cohesively together	CCD
4.7.1.5	Increase opportunities for the ability of the aging population to remain in their Communities	CCD
4.7.1.6	Increase the opportunities for young people to remain/return to their local Communities	CCD
4.7.1.7	Facilitate meaningful engagement with Business and Traders Groups	CCD
	Prepare and support Communities in anticipation of future focused events to address and reduce their disaster risk and increase resilience to future natural hazards.	GM
	Implement the outputs from the Oatlands Structure Plan	DES/IW/GM

4.8 SAFETY		COMMUNITY
<i>What we are aiming to achieve:</i>		
4.8.1	Increase the level of safety of the community and those visiting or passing through the municipality	
Key actions to achieve our aims:		Responsible Business Unit(s)
4.8.1.1	Work in partnership with the Police to maintain and create safer Communities	GM/CCD
4.8.1.2	Maintain the Southern Midlands Emergency Management Plan and review every two years	GM
4.8.1.3	Convene the Southern Midlands Emergency Management Committee twice per year	GM
4.8.1.4	Continue to support the Road Accident Rescue Unit (as well as in incidents more generally besides those on roads) in partnership with the State Emergency Service	GM
4.8.1.5	In partnership with the Community, develop Community Safety Initiatives	CCD
4.8.1.6	Work in partnership with the Tasmania Fire Service to keep Southern Midlands <i>'fire safe'</i>	CCD
	Undertake hydraulic assessment of the municipal area (i.e. the provision of flood mapping and assess the interaction of stormwater with existing and potential future land uses). Includes investigating the availability of external funding support. The initial focus being the main population and transit areas around Bagdad and Mangalore.	IW

4.9 CONSULTATION & COMMUNICATION		COMMUNITY
<i>What we are aiming to achieve:</i>		
4.9.1	Improve the effectiveness of consultation & communication with the Community	
Key actions to achieve our aims:		Responsible Business Unit(s)
4.9.1.1	Continue to schedule Council meetings in the various districts of the Municipality and continue to make available recordings of Council meetings through the Council web site, to enhance the Community consultation process	GM
4.9.1.2	Monitor emerging trends in Community engagement	CCD
4.9.1.3	Continue to issue the quarterly Council Newsletter for residents and ratepayers	GM

4.9.1.4	Continue to develop and maintain an 'up-to-date' Website as well as an effective Social Media presence	CS
4.9.1.5	Embrace innovative approaches to improving communications	CCD

5. ORGANISATION

The need to monitor and continuously improve the efficiency and effectiveness of the way the Council provides services to the Community

5.1 IMPROVEMENT		ORGANISATION
<i>What we are aiming to achieve:</i>		
5.1.1	Improve the level of responsiveness to Community & Developer needs	
5.1.2	Improve communication within Council	
5.1.3	Improve the accuracy, comprehensiveness and user friendliness of the Asset Management System	
5.1.4	Increase the effectiveness, efficiency and use-ability of Council ICT systems	
5.1.5	Maintain the Business Process Improvement focus & Continuous Improvement framework	
Key actions to achieve our aims:		Responsible Business Unit(s)
5.1.1.1	Maintain a comprehensive automated work order/public enquiry system as well as a complaints system	GM
5.1.1.2	Maintain an up to date profile of the Municipal Area to assist in identifying Community and Developer needs	CCD
5.1.2.1	Maintain an effective team member performance/development review system that provides employees with recognition for their achievements	CCD GM
5.1.3.1	Continue to develop and implement Council's Asset Management System	GM / IW
5.1.4.1	Identify ICT training needs of staff & elected members and seek opportunities to enhance their skills	CCD
5.1.5.1	Maximise the established Business Process Improvement Program Maintain-continual improvement processes across the organisation	CCD GM
—————	Complete the implementation of the new ICT system (Magiq) and integration from existing systems	CS

5.2 SUSTAINABILITY		ORGANISATION
<i>What we are aiming to achieve:</i>		
5.2.1	Retain corporate and operational knowledge within Council	
5.2.2	Provide a safe and healthy working environment	
5.2.3	Ensure that staff and elected members have the training and skills they need to undertake their roles	
5.2.4	Increase the cost effectiveness of Council operations through resource sharing with other organisations	
5.2.5	Continue to maintain and improve the level of statutory compliance of council operations	
5.2.6	Ensure that suitably qualified and sufficient staff are available to meet the Communities need	
5.2.7	Work cooperatively with State and Regional organisations	
5.2.8	Minimise Councils exposure to risk	
5.2.9	Ensure that exceptional Customer Service continues to be a hallmark of Southern Midlands Council	
Key actions to achieve our aims:		Responsible Business Unit(s)
Provide efficient, effective and transparent governance, accountability and representation throughout all levels of the organisation		GM
5.2.1.1	Provide regular updates in respect of legislation and examples of <i>best practice</i> to all team members	CCD
5.2.2.1	Ensure that the Council is a safe and healthy, worker friendly environment	
5.2.3.1	Provide access to education and training in order to support elected members and staff in their roles	GM/CCD
5.2.3.2	Provide access to training for employees to ensure that they have the training, skills and knowledge that the need to undertake their jobs in a professional and 'Customer focused' manner	CCD
5.2.4.1	Continue to provide shared services to other LGAs for Council officers to work in an outreach manner	GM/ALL
Continue to identify opportunities for resource sharing with other Councils at a project level		
5.2.4.2	Identify and implement working relationships with the Councils in our sub region across a wide range of operational and support areas	GM/ALL
5.2.5.1	Maintain the structure and rigor of the Audit Committee in reviewing Council's compliance obligations	GM
5.2.6.1	Review staffing levels at development review / performance appraisal time	GM/CCD
5.2.6.2	Ensure that a rigorous recruitment and selection process is undertaken prior to new team members being appointed	GM/CCD
5.2.7.1	Continue to participate in State and Regional forums, including the LGAT, as well as other appropriate organisations/structures	GM

5.2.8.1	Continue to refine Council's Risk Management Strategy/Practices and work within the framework of the MAV Insurance risk management model and ISO 31000 - 200918	CCD/ALL
5.2.9.1	Commit to and achieve 'best practice' service level targets throughout the organisation	GM
	Review the Strategic Plan including an evaluation of Community expectations, every two years	GM

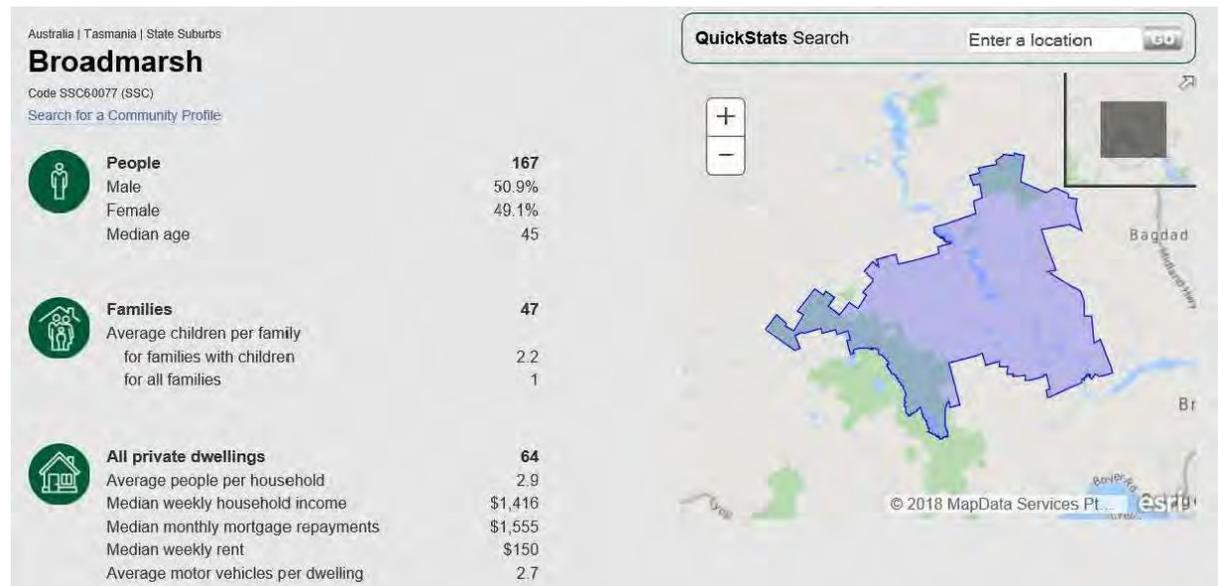
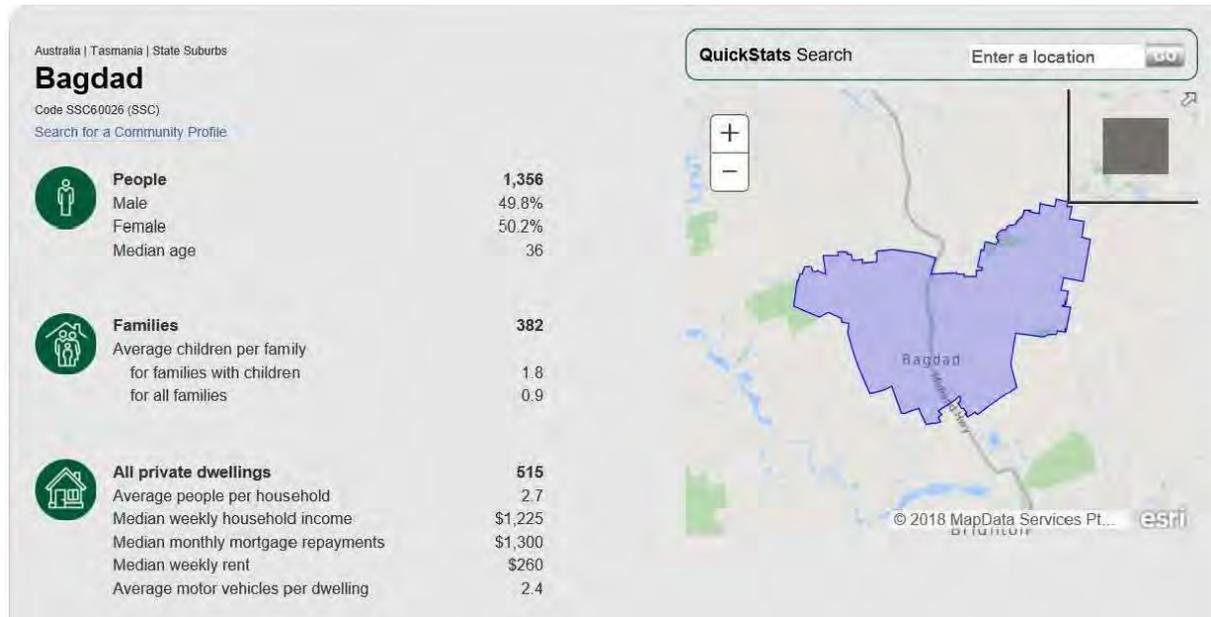
5.3 FINANCES		ORGANISATION
<i>What we are aiming to achieve:</i>		
5.3.1	Community's finances will be managed responsibly to enhance the wellbeing of residents	
5.3.2	Council will maintain Community wealth to ensure that the wealth enjoyed by today's generation may also be enjoyed by tomorrow's generation	
5.3.3	Council's financial position will be robust enough to recover from unanticipated events, and absorb the volatility inherent in revenues and expenses	
Key actions to achieve our aims:		Responsible Business Unit(s)
5.3.1.1	Implementation of the Financial Management Strategy, incorporating the long-term Financial Management Plan	GM
5.3.1.2	Continue to support the Audit Panel to monitor financial risks and the potential impacts on Council's financial position	GM
5.3.1.3	Council's resources are managed in an efficient, effective and transparent manner	GM
5.3.2.1	Decisions in relation to borrowing are to be consistent with the Southern Midlands Council Financial Management Strategy	GM
5.3.3.1	Financial risk management is built into the Financial Management Strategy	GM

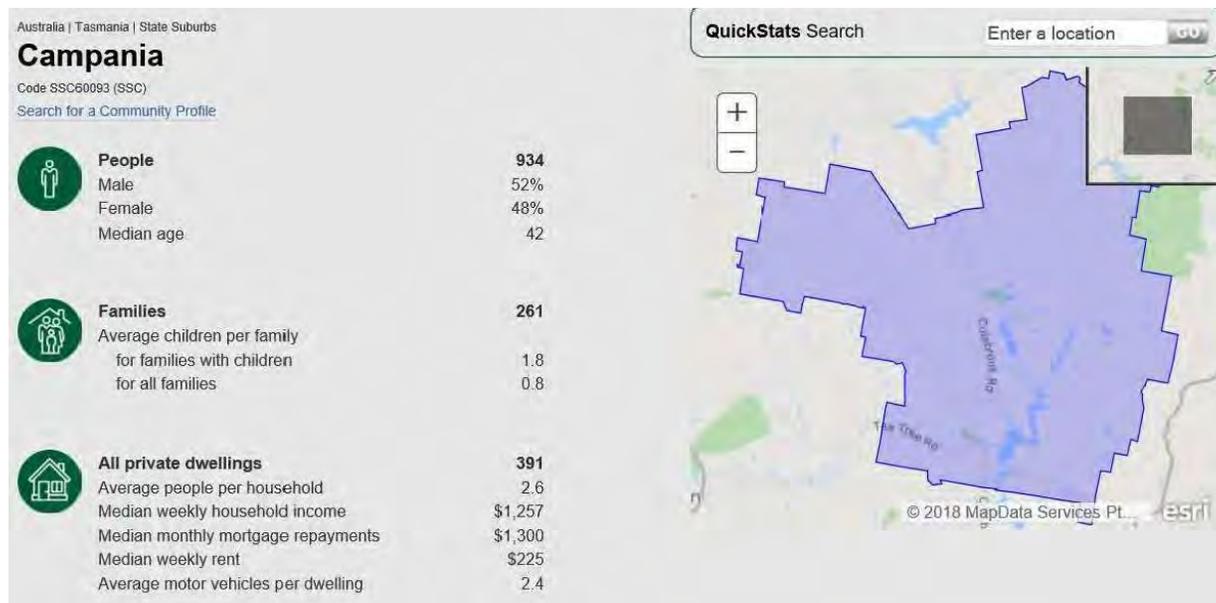
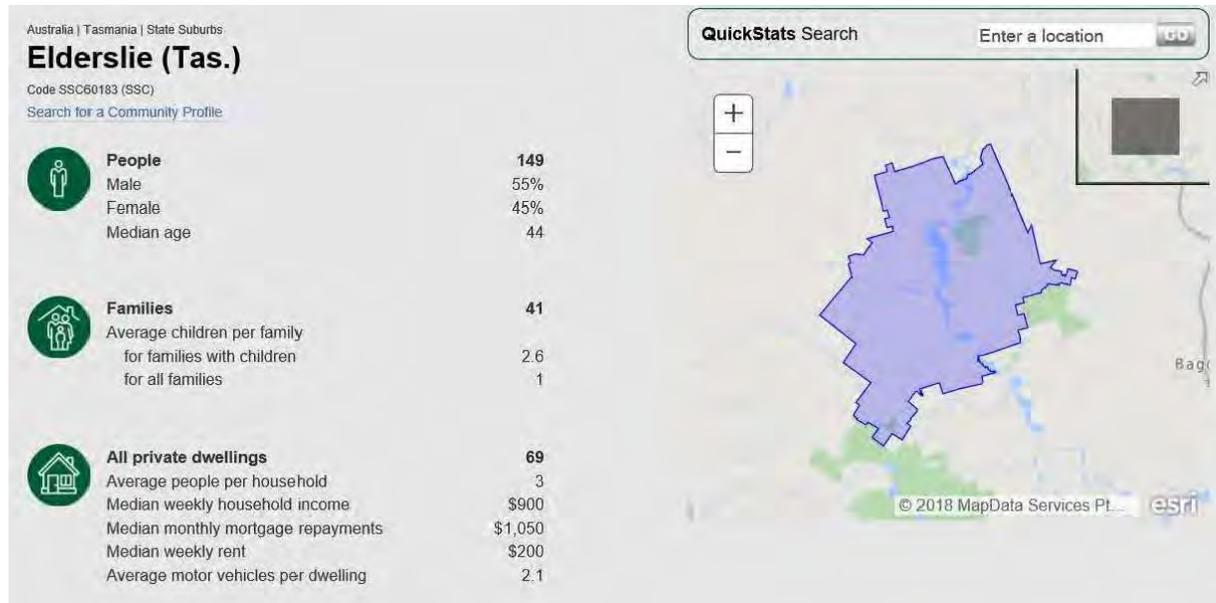
ABS Census 2016 - Data by Area across the Southern Midlands

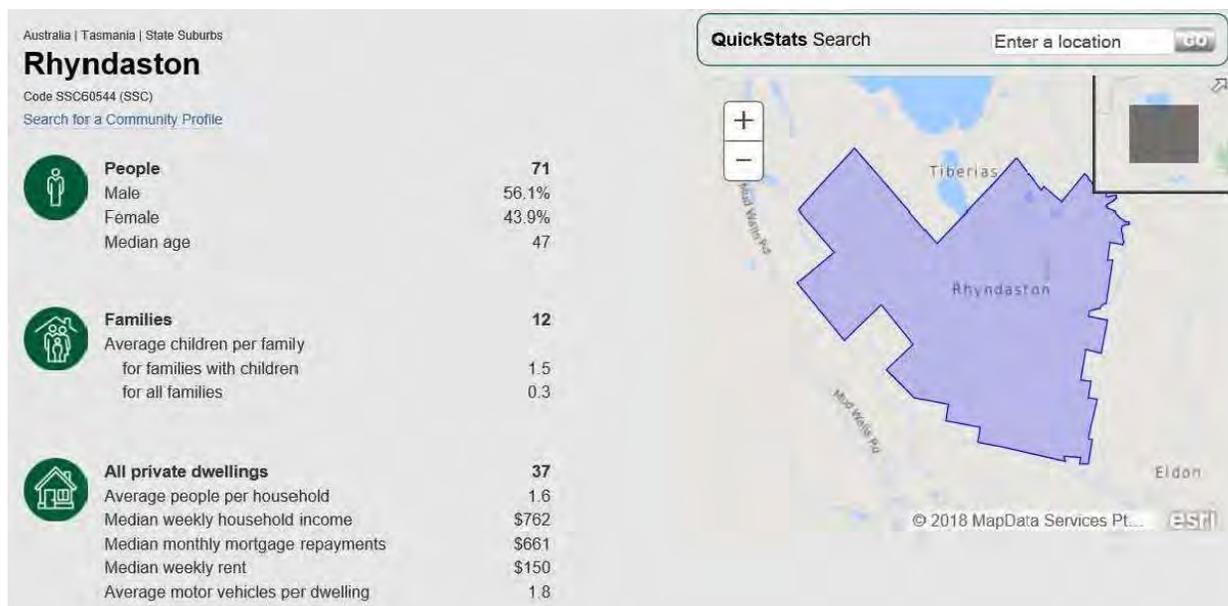
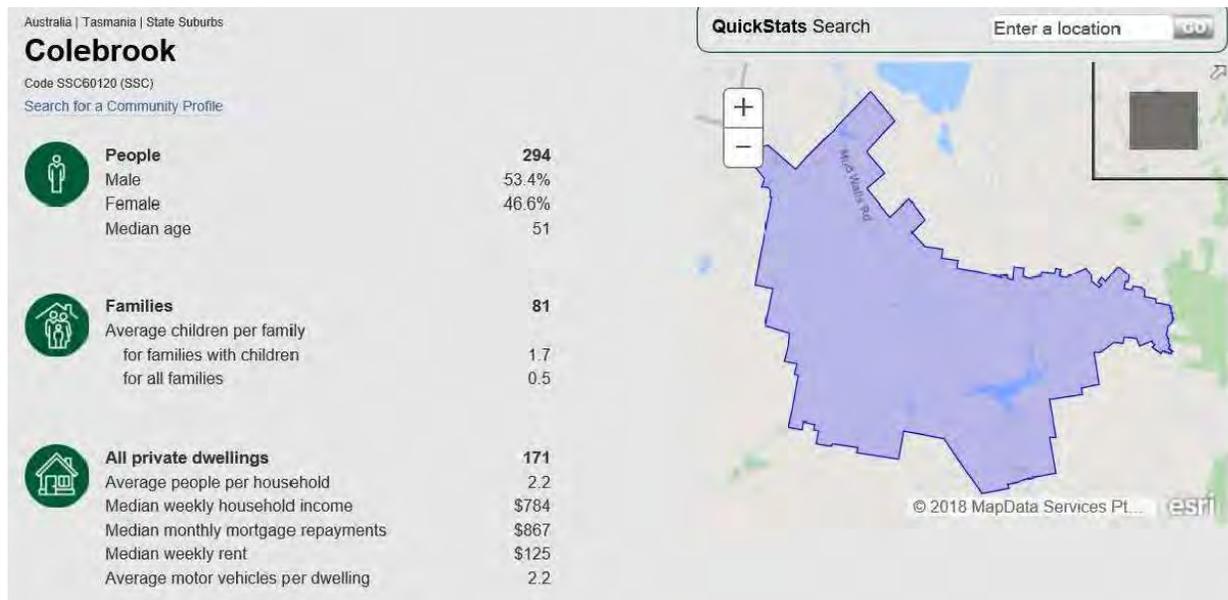
TO BE UPDATED WHEN THE
CENSUS DATA IS AVAILABLE

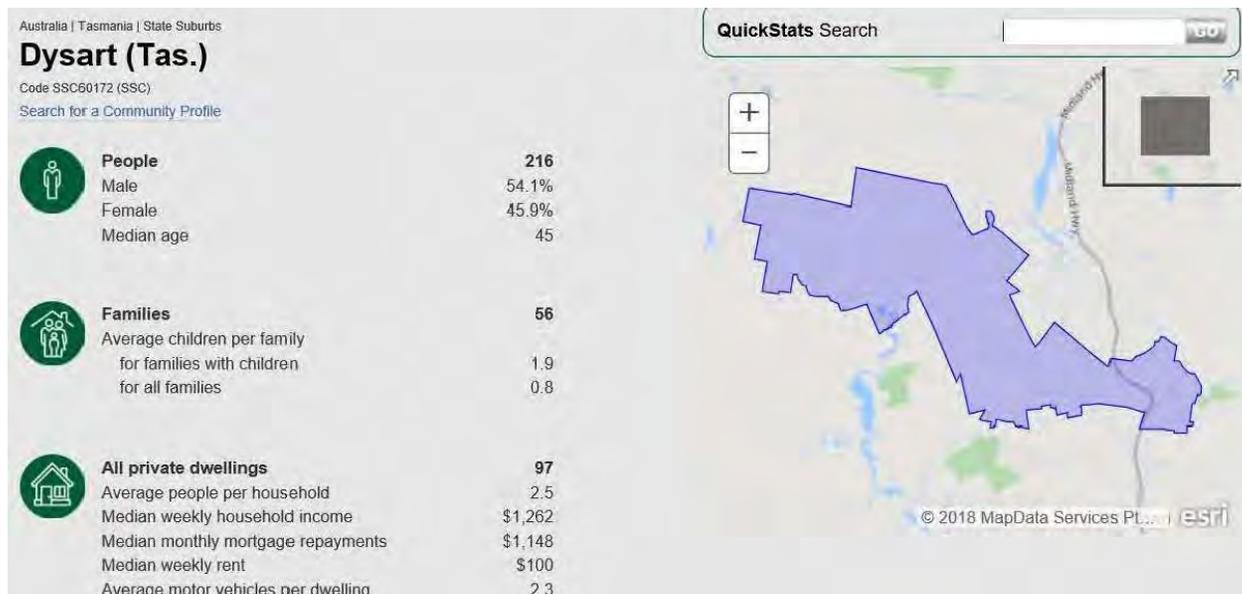
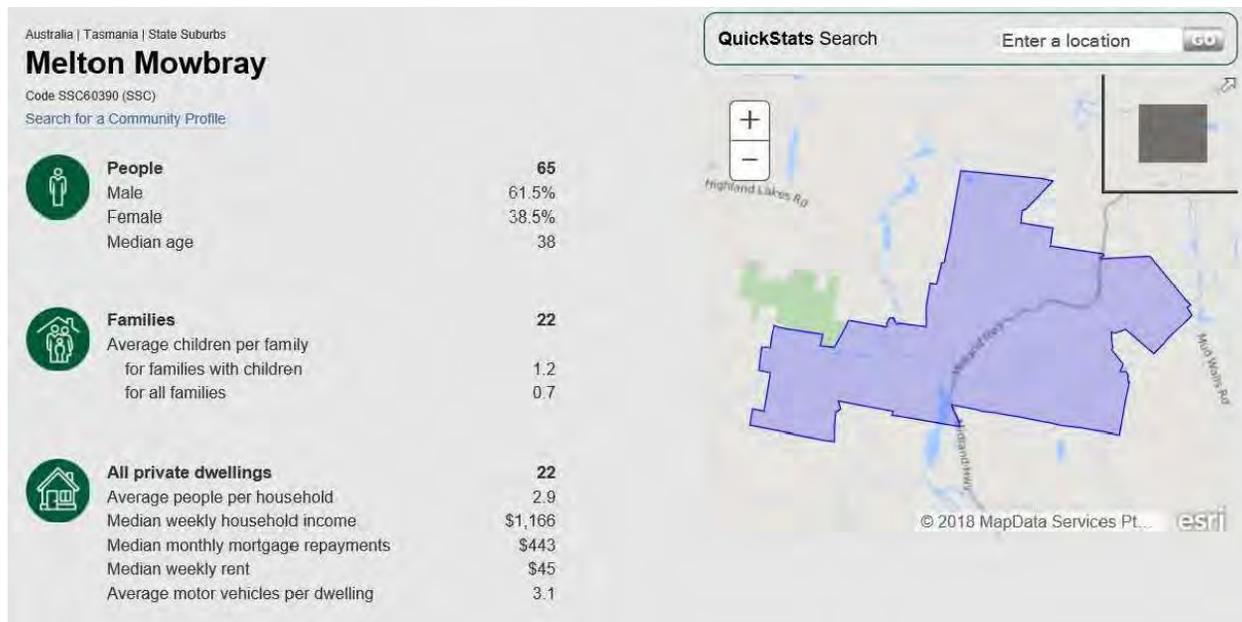
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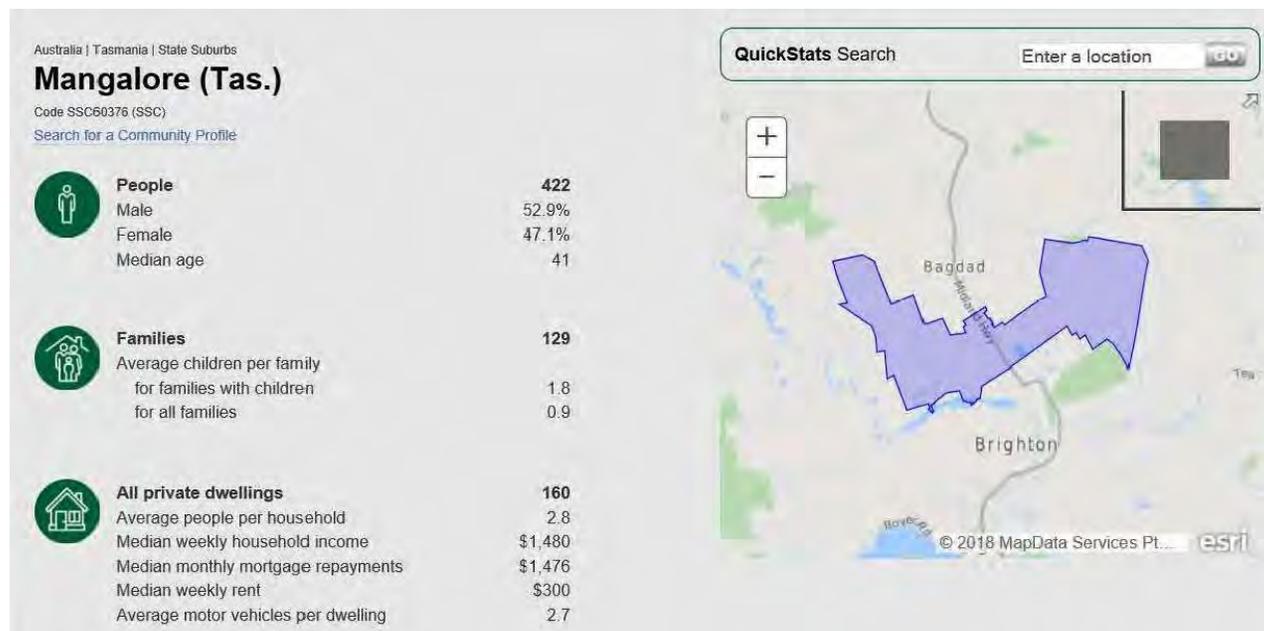
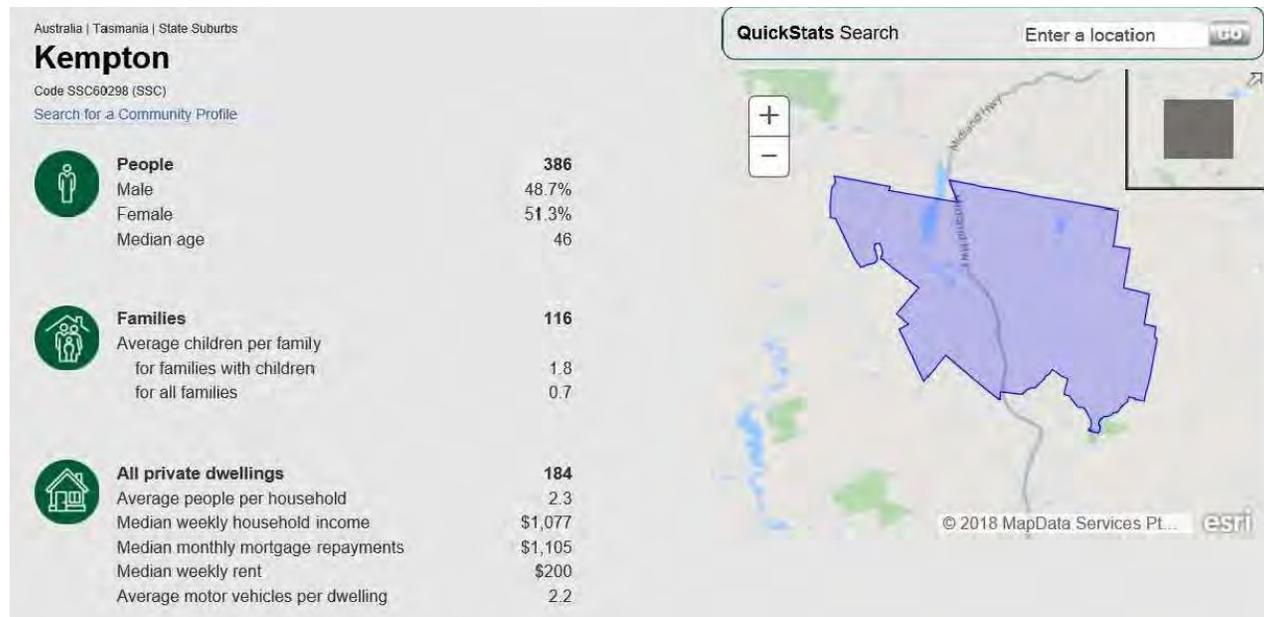
<http://www.censusdata.abs.gov.au/>

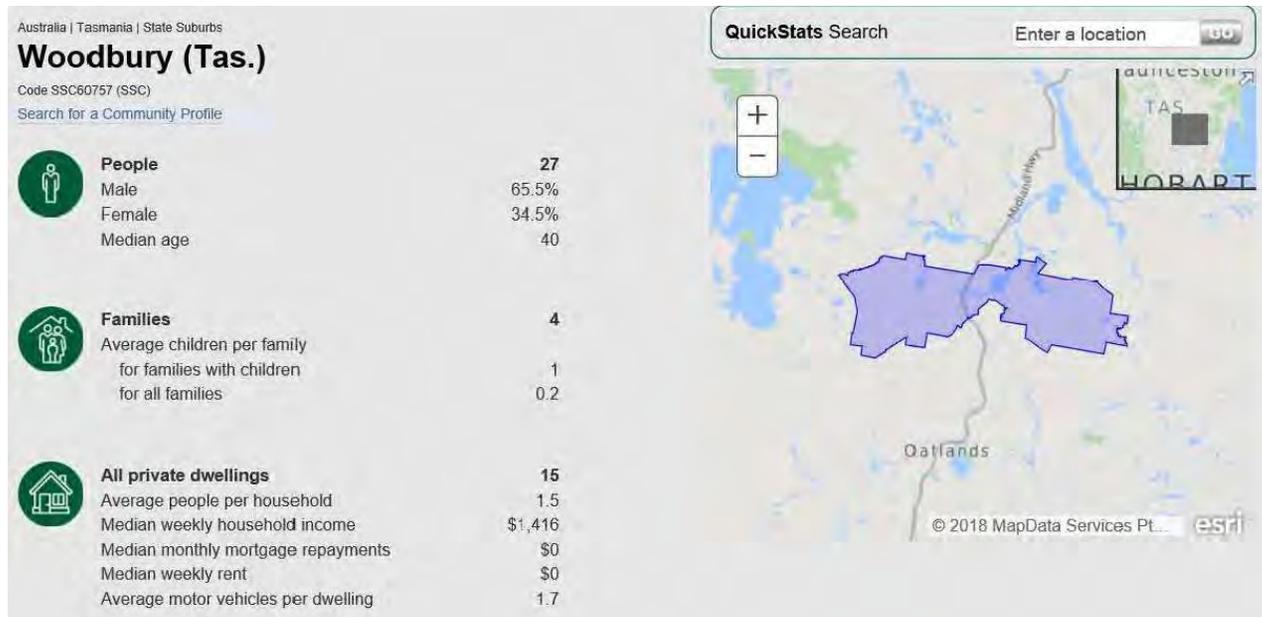
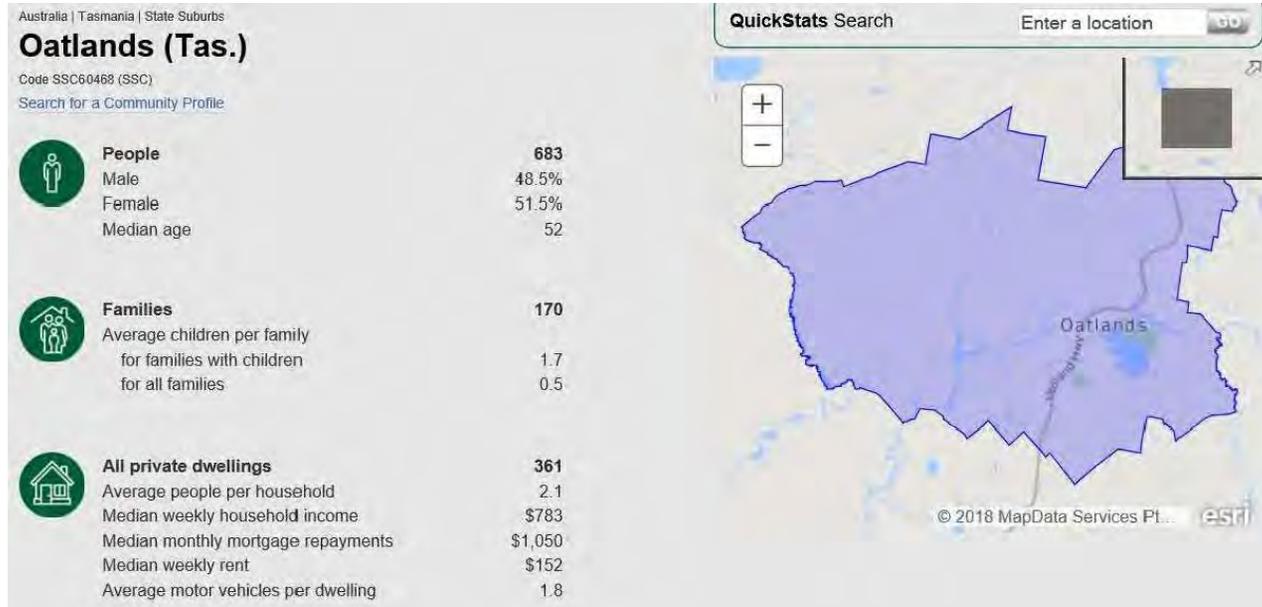


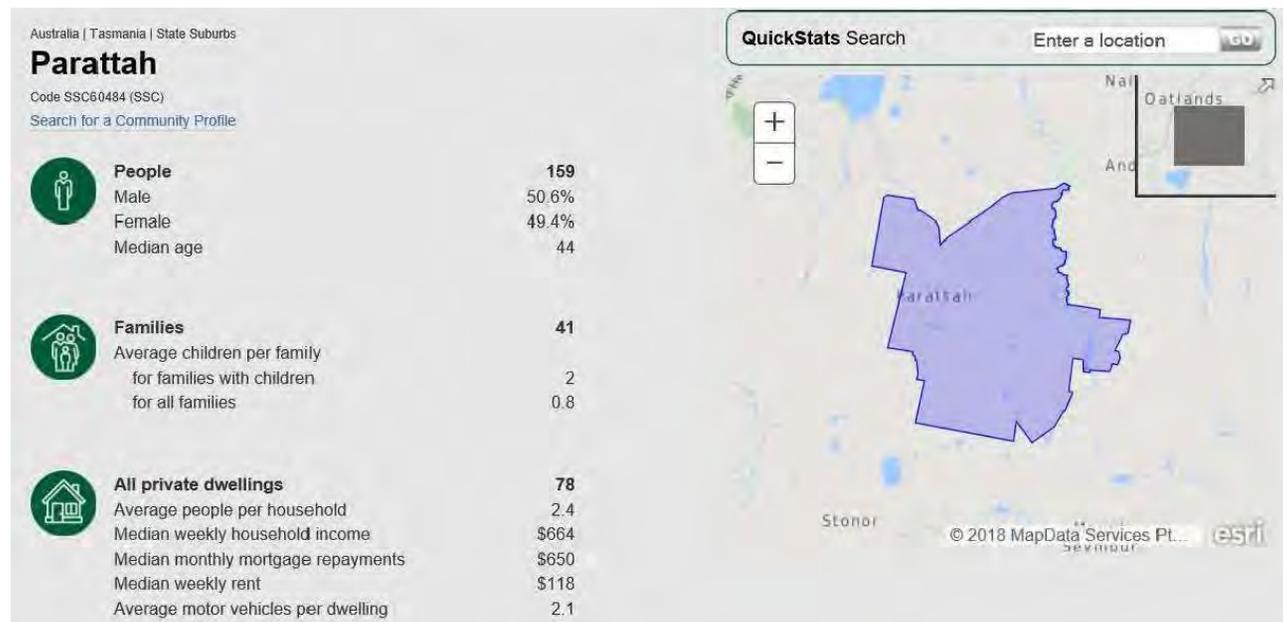
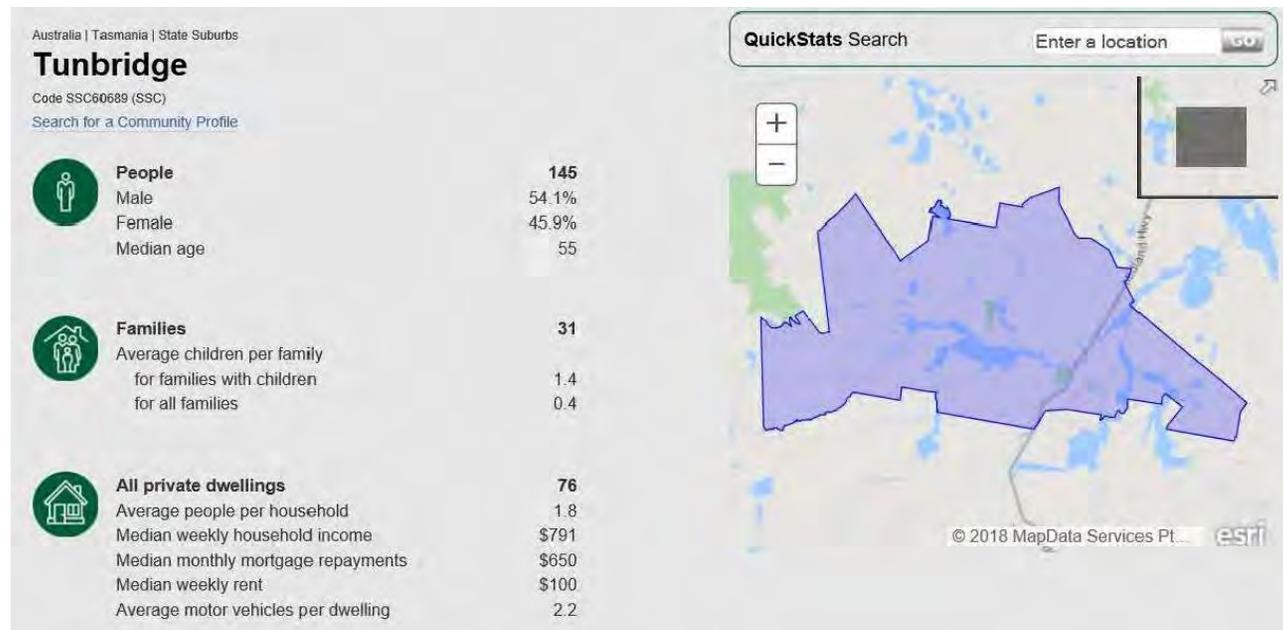


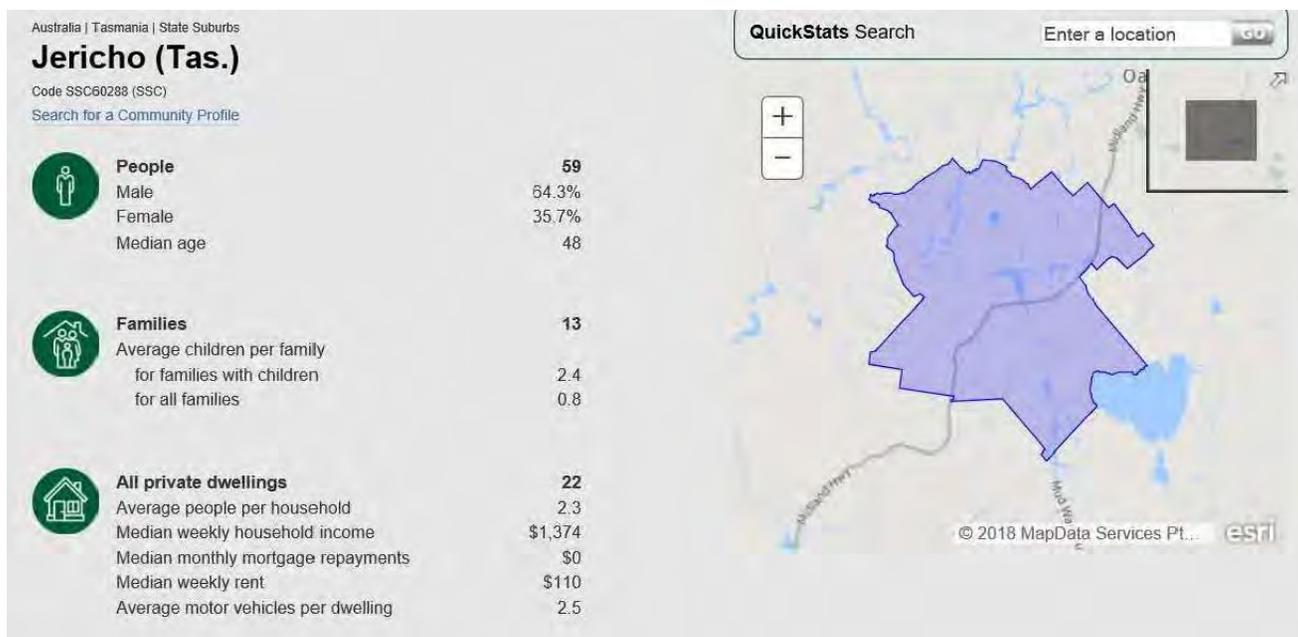
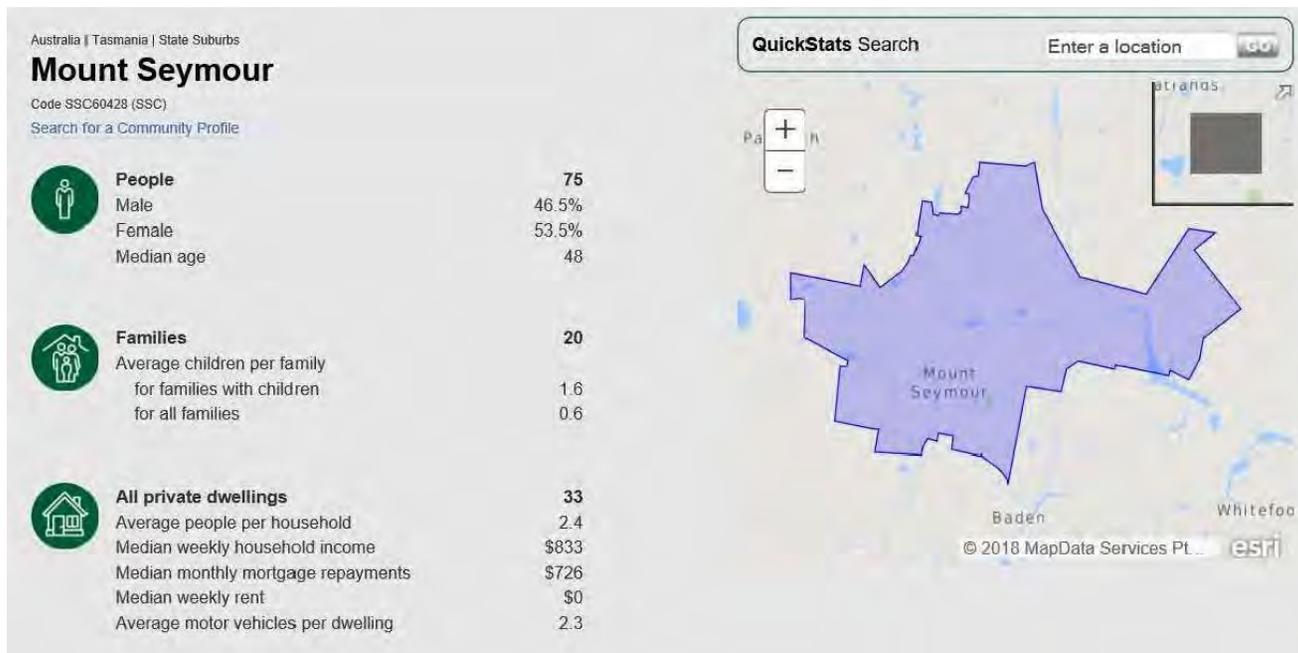


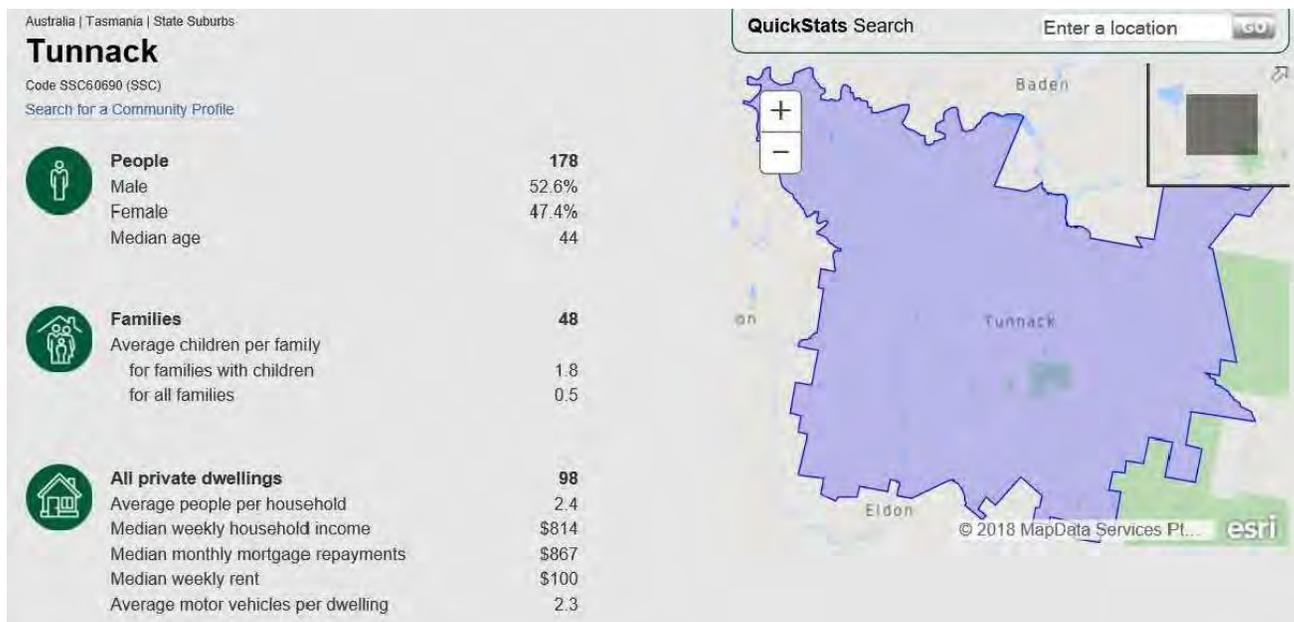
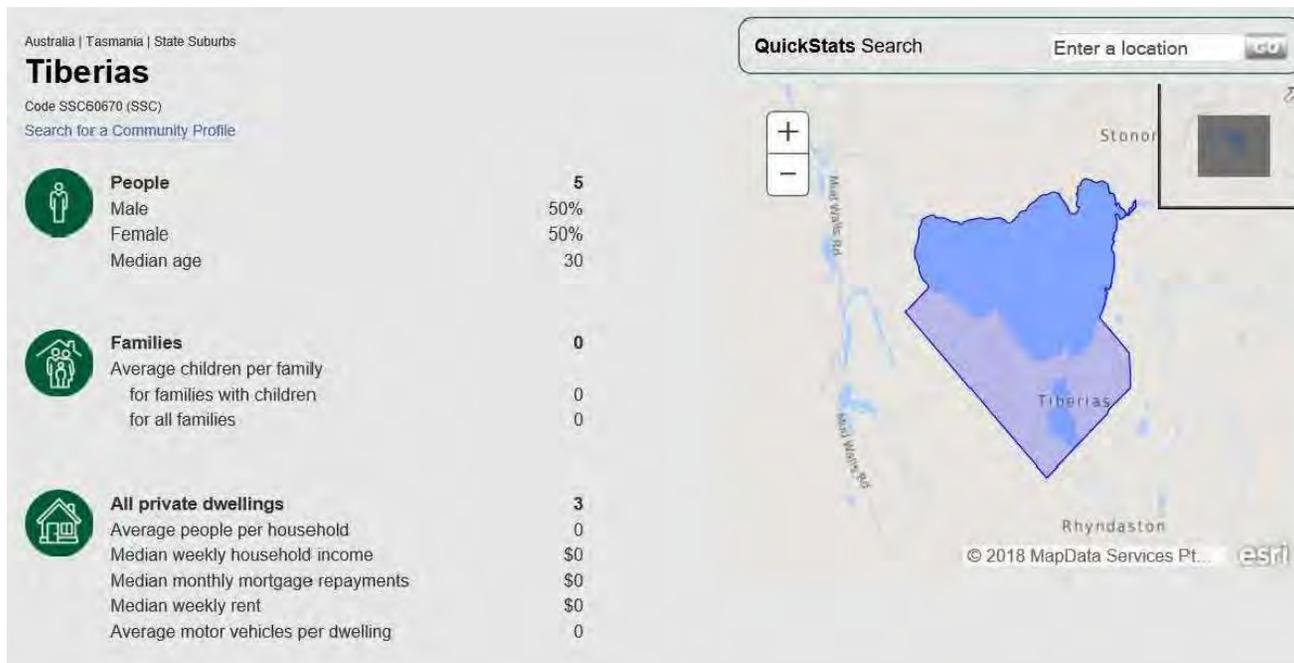


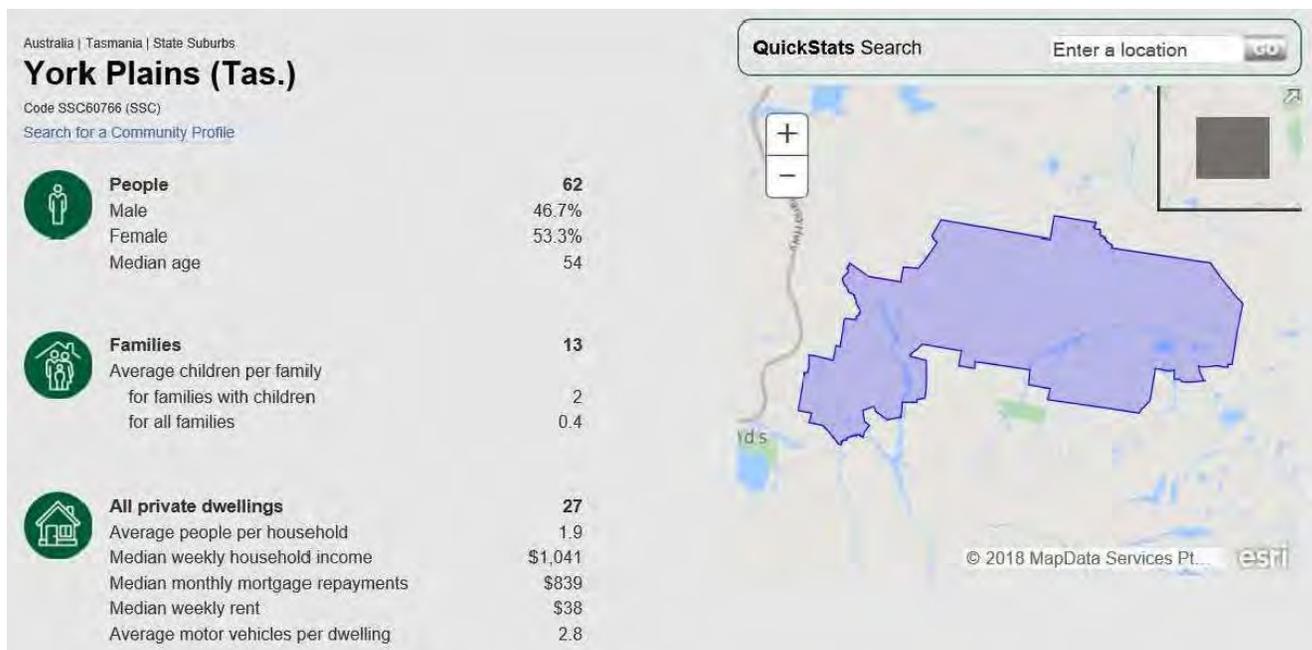
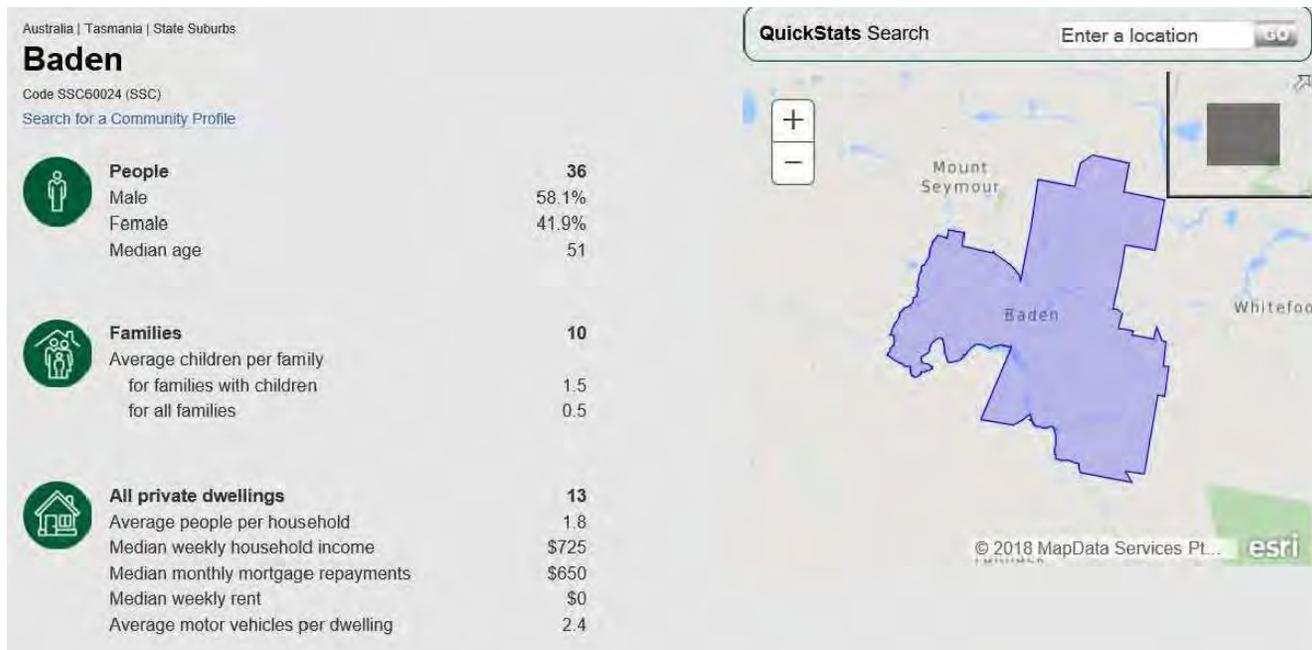


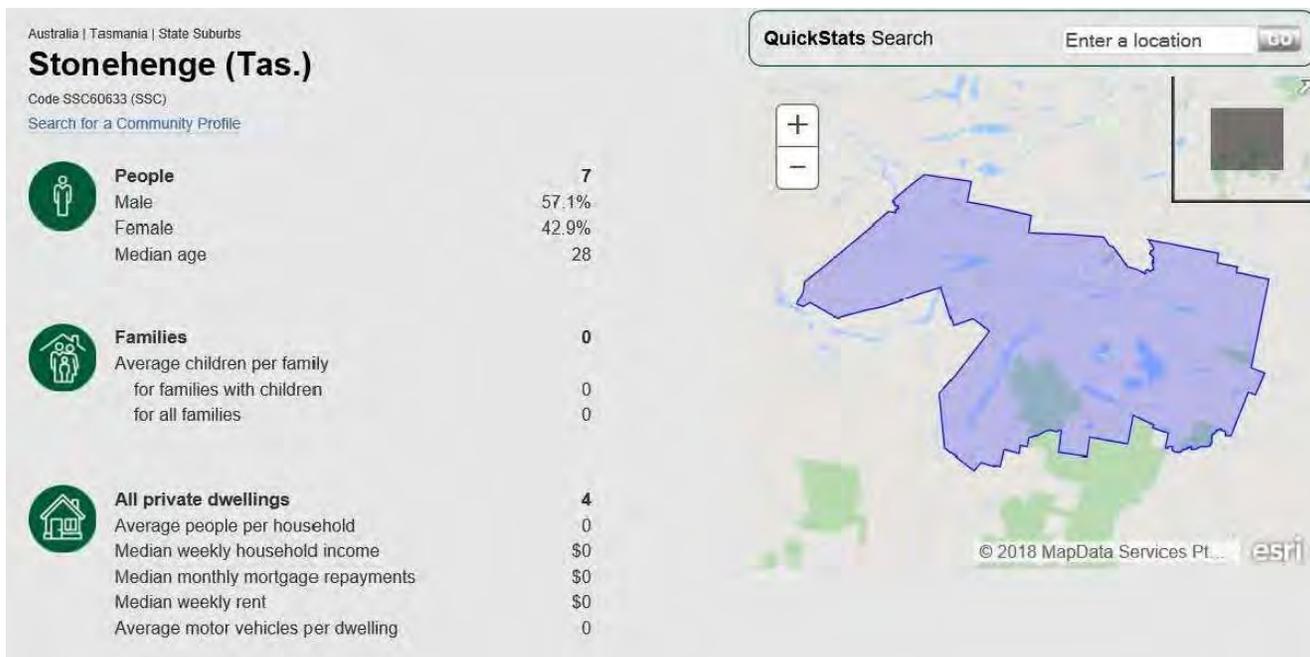
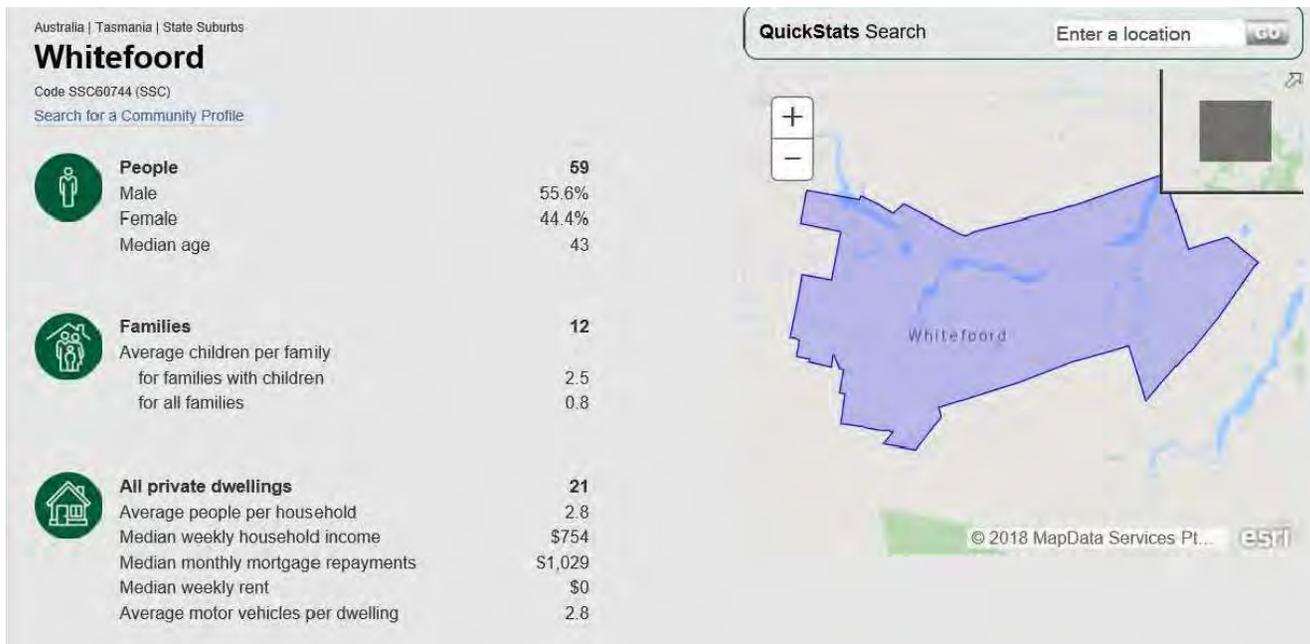


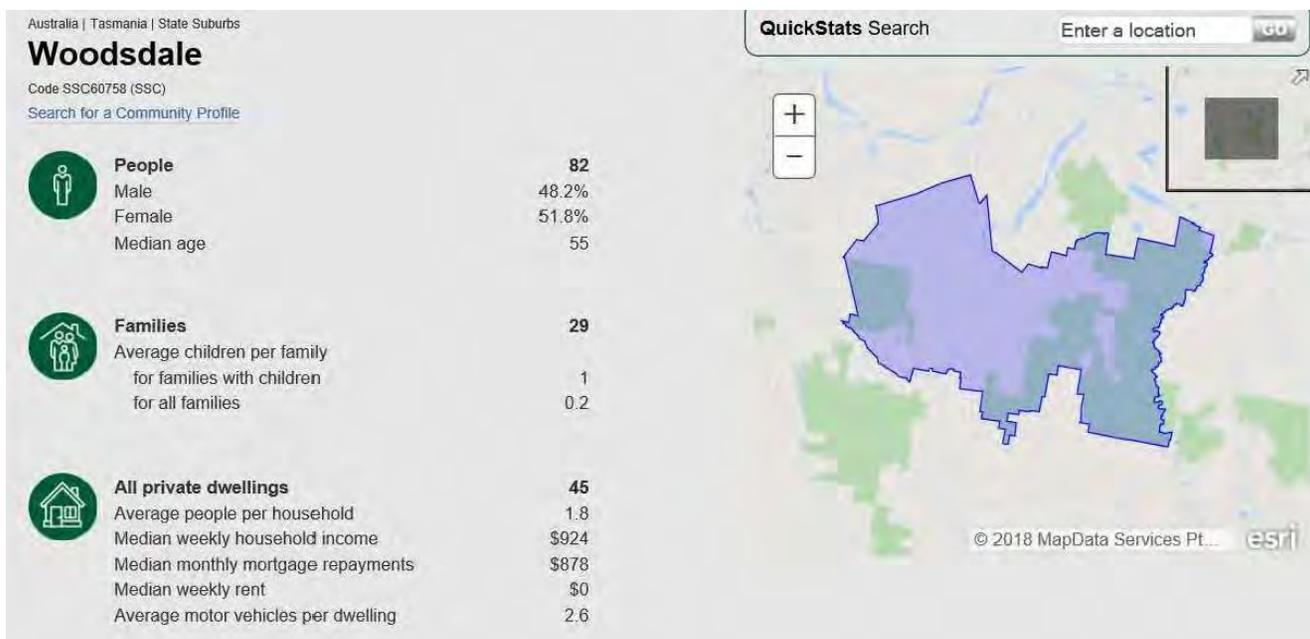
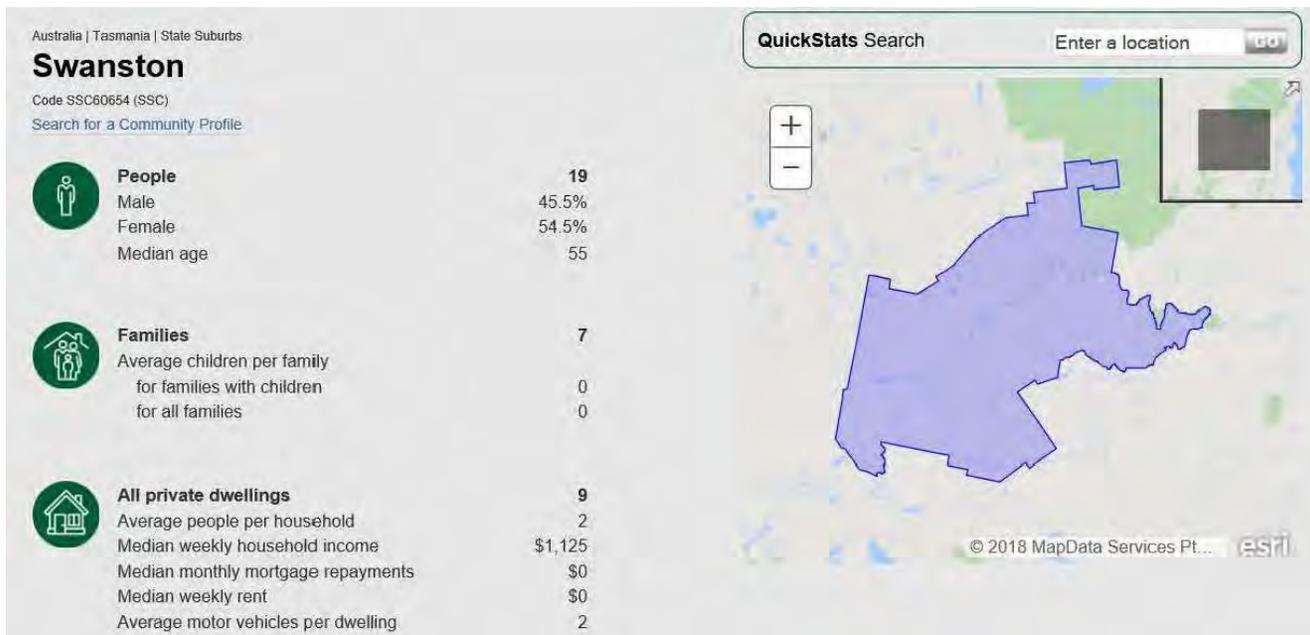


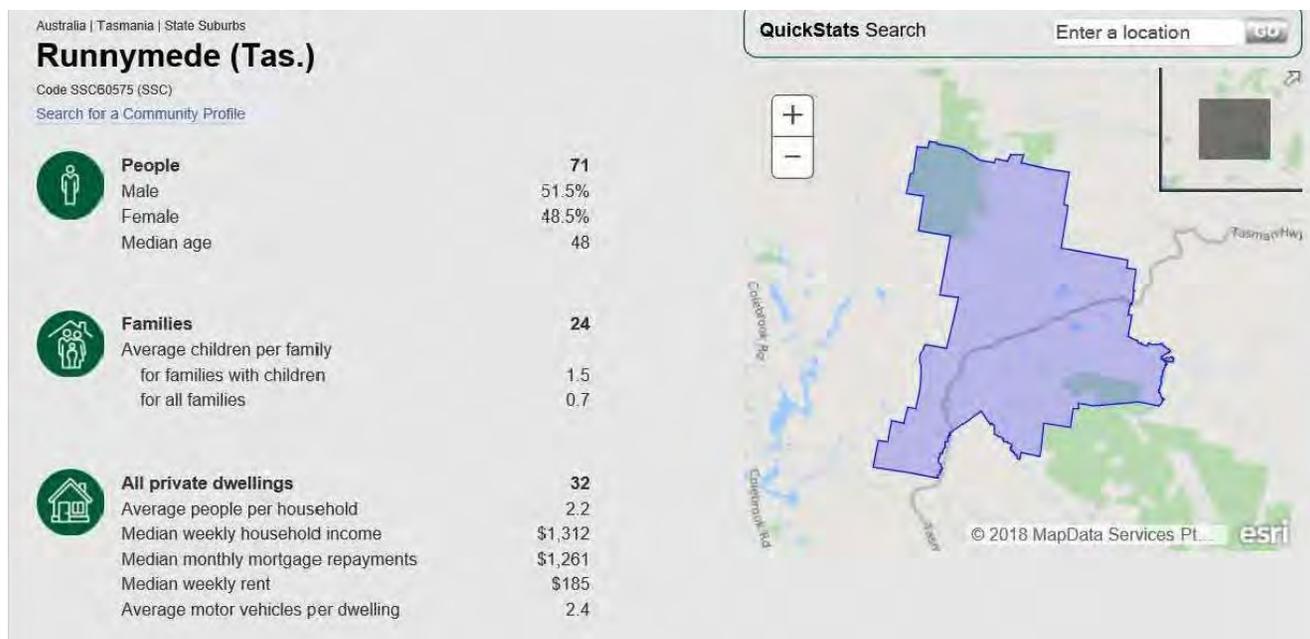
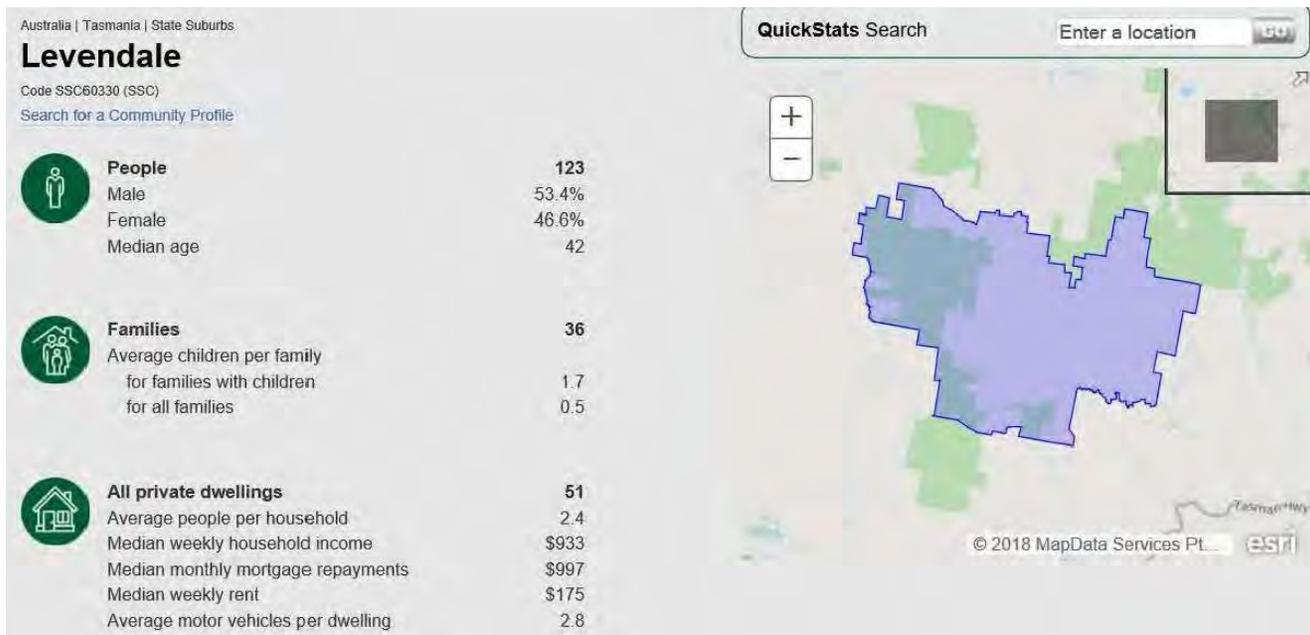












Plans & Strategies that Support the Strategic Plan

Current agreed plans that support this Strategic Plan include:

- Kempton Streetscape Study
- Southern Midlands Recreation Plan
- Lake Dulverton Wildlife Sanctuary Management Plan
- Lake Dulverton Management Strategy
- Lake Dulverton Action Plan
- Blackman River – Catchment Study and discussion paper
- Oatlands Integrated Development Strategy
- Jordan River Catchment Management Plan
- Southern Midlands Bushcare Strategy
- Pittwater Catchment Strategy
- Southern Midlands Council Climate Adaption Plan
- Southern Midlands Arts Strategy
- Campania Structure Plan
- Oatlands Structure Plan
- Pittwater Catchment integrated vegetation management
- Upper Macquarie Catchment Management Plan
- Little Swanport Catchment Management Plan
- Southern Midlands Planning Scheme
- Southern Midlands Council Financial Strategy and Policies
- Southern Midlands Weed Management Strategy
- Southern Midlands Heritage Strategy
- Joint Land Use Planning Initiative
- Imagine Campania Report
- Creative Colebrook Report
- Heritage Highway Tourism Development Plan
- DST Destination Action Plan
- Economic Infrastructure Report – KPMG



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Strategic Plan Review 2022

Facilitated by
Andrew Benson

9th May 2022

safety • knowledge • integrity • leadership • people • risk management • specialist skills • productivity • innovation • delivery • people • leadership • productivity • innovation • delivery • specialist skills • safety • knowledge • integrity • delivery • people • risk management • specialist skills



*The future is not some place we are going,
but one we are creating.....*



**Strategic Plan Review 2022
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*Southern Midlands Council
Assisting in Building Capacity & Sustainability in the Southern Midlands*

Listen and Share

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“We are stronger when
we listen and smarter
when we share”

*Queen Rania Al Abdullah,
Kingdom of Jordan*

Why do Anything?

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“What we focus on becomes our reality.
If we focus on what is wrong or what is missing,
we tend to see everything through that filter or frame”

Anon

Lets focus on what we want for our Community!

Are we bold enough with our vision for our Community?

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Thoughts to Assist Us on Our Journey

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....It Couldn't Be Done....

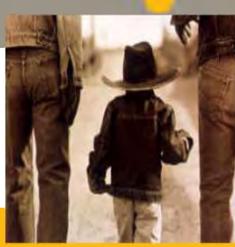
*Somebody said that it couldn't be done,
But he with a chuckle replied
That "maybe it couldn't, but he would be one
Who wouldn't say so till he'd tried.
So he buckled right in, with a grace of a grin
On his face if he worried he hid it.
He started to sing as he tackled the thing
That couldn't be done and he did it.*

Edgar Guest

Strategic Plan

Strategic Risk Analysis

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**Strategic Plan Review 2022
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Strategic Risk Management – Overview

Learnings from the last period

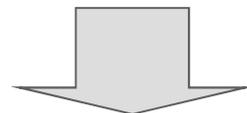
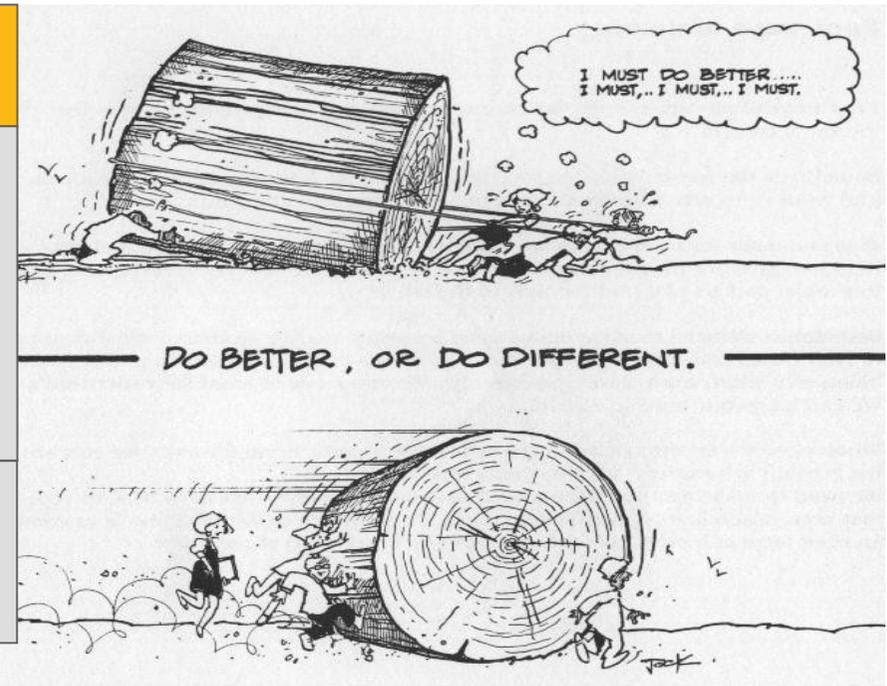
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1.0 Strategic Risk Review
2.0 Stakeholder Profile
3.0 Strategic Risk Profile
4.0 Strategic Risk Review SWOT Analysis
5.0 Strategic Formulation
6.0 Strategic Implementation (Operational Plan)
7.0 Evaluation & Control

Strategic Risk Management

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1.0 Strategic Risk Review			
Financial Performance	Operational Performance	Mission / Vision	Existing Goals & Objectives
<p><i>Achieved?</i> <i>Did anything go wrong?</i></p>			

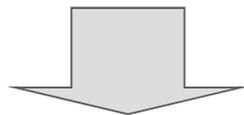


*If something did go wrong, what do we do to ensure it wont happen this next time?
Provide remedy for inclusion in this Plan.*

Strategic Risk Management

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2.0 Stakeholder Profile		
Stakeholder	Expectation	Impact If Not Met
<i>Achieved? Did anything go wrong?</i>		

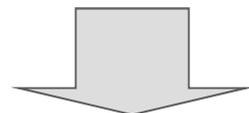


*If something did go wrong, what do we do to ensure
it wont happen this time round?
Provide remedy for inclusion in this Plan.*

Strategic Risk Management

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3.0 Strategic Risk Profile				
Internal			External	
Structure (the organisation)	Culture (Beliefs, Expectations, Values)	Resources (Assets, Skills, Competencies, Knowledge Systems)	Societal (Community Expectations)	Task (Legislative)

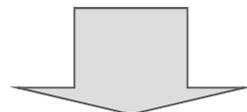


*If something did go wrong, what do we do to ensure it won't happen this time round?
If we have it within our power to change it?
Provide remedy for inclusion in this Plan.*

Strategic Risk Management

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4.0 Strategic Risk Review SWOT Analysis What did we get right? What did we get wrong?			
<i>Internal</i>		<i>External</i>	
Strengths (risks to strengths)	Weaknesses (risks that can arise from weaknesses)	Opportunities (risks that accompany opportunity)	Threats (outright risks)

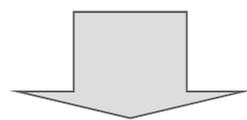


*If something did go wrong, what do we do to ensure it won't happen this time round?
 Provide remedy for inclusion in this Plan.*

Strategic Risk Management

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5.0 Strategic Formulation				
Vision / Mission	Goals & Critical Success Factors	Objectives & Key Performance Indicators	Strategies	Policies
<p><i>Did we achieve it? What went wrong? Were all threats avoided & weaknesses minimised in respect to Vision, Mission, Goals & Objectives</i></p>				

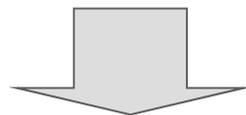


*If something did go wrong, what do we do to ensure it won't happen this time round?
Provide remedy for inclusion in this Plan.*

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6.0 Strategic Implementation (Operational Plan)		
Program	Budget	Procedures
<i>Did anything go wrong in this stage that impacted on achievement?</i>		



*If something did go wrong, what do we do to ensure it won't happen this time round?
Provide remedy for inclusion in this Plan.*

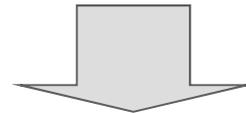
Strategic Risk Management

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7.0 Evaluation & Control

Were there any weaknesses in information, management or control systems, or reporting?

*If something did go wrong, what do we do to ensure it won't happen this time round?
Provide remedy for inclusion in this Plan.*



What Strategic Conclusions can be drawn from the Strategic Risk Management assessment from the last period? What is therefore required to be included in this Plan?

Strategic Plan

The Pre-requisites

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Strengths, Weakness', Opportunities & Threats SWOT

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Internal

Strengths & Weakness's

External

Opportunities & Threats

What Strategic Conclusions can be drawn from the SWOT?

Strategic Plan

The Detail

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The Plan



**SOUTHERN
MIDLANDS
COUNCIL**

Strategic Plan 2020 – 2029

Adopted by Council 24th June 2020

Our Vision – is this still relevant?

(A Vision Statement is an aspirational description of what an organisational would like to achieve or accomplish in the mid-term or long-term future. It is intended to serve as a clear guide for choosing current and future courses of action.)

The following vision for the Southern Midlands municipal area was developed by Councillors on the basis of the information and advice provided at Community engagement sessions.

- A community spirit based on friendliness, co-operation and self help;
- An environment which encourages local creativity, enterprise and self help;
- A diversified local economy creating employment opportunities through sustainable agriculture, heritage tourism, forestry, and viable historic towns/service centres;
- Development based on the proper management of local resources and the physical environment; and
- A range and standard of services within the Southern Midlands that are affordable and efficient.

Our Mission – is this still relevant?

(A Mission Statement is a short sentence or dot points used to explain, in simple and concise terms, an organisations' purpose(s) for being. These statements serve a dual role by helping employees/team members to remain focused on the tasks at hand, as well as encouraging them to find innovative ways of moving towards an increasingly productive achievement of organisational goals.)

The Mission for the Council identifies the role and purpose of the Council.
The mission was developed by Councillors and senior staff.

The Council is that in partnership with the community it will:

- > Work for the benefit of the community;
- > Be progressive and provide leadership;
- > Operate as a team of Councillors and employees focused upon performance;
- > Be financially responsible.

Our Guiding Principles – is this still relevant?

(Guiding Principles are any principles or precepts that guide an organisation throughout its life in all circumstances, irrespective of changes in its goals, strategies, type of work, or the top management. They represent the beliefs and values which guide the culture of the organisation and underpin its work towards achieving the Vision and Mission)

Council and staff team members will:

- Consult and listen to our customers and team members by maintaining open communication;
- Treat people with respect and courtesy;
- Provide advice to the best of our professional ability;
- Be sensitive to the needs of residents and visitors;
- Respond promptly to customers concerns and requests;
- Be fair, equitable and consistent in decisions and conduct;
- Fully utilise the expertise and resources available to Council within the organisation and the Community;
- Develop the full potential of Councillors and all employees; and
- Operate in accordance with the “Codes of Conduct” adopted by Council.

Strategic Themes

Five strategic themes have been developed from the inputs provided by the Community and Council. The strategic themes provide the structure of the Southern Midlands Strategic Plan. They are:

- 1. Infrastructure** - *The need to maintain, improve and maximise the Community benefit from infrastructure provided by Council*
- 2. Growth** - *The need to increase the population in the municipality and to grow the level of agricultural, commercial and industrial activity, balanced with environmental, heritage and cultural values along with the provision of the appropriate services.*
- 3. Landscapes** - *The need to maintain, improve and maximise the benefits of the existing heritage, natural and cultural landscapes of the Southern Midlands*
- 4. Community** - *The need to increase the opportunities for improved health and well-being, as well as to retain and build on the strong sense of Community that exists within the Southern Midlands*
- 5. Organisation** - *The need to monitor and continuously improve the efficiency and effectiveness of the way the Council provides services to the Community*

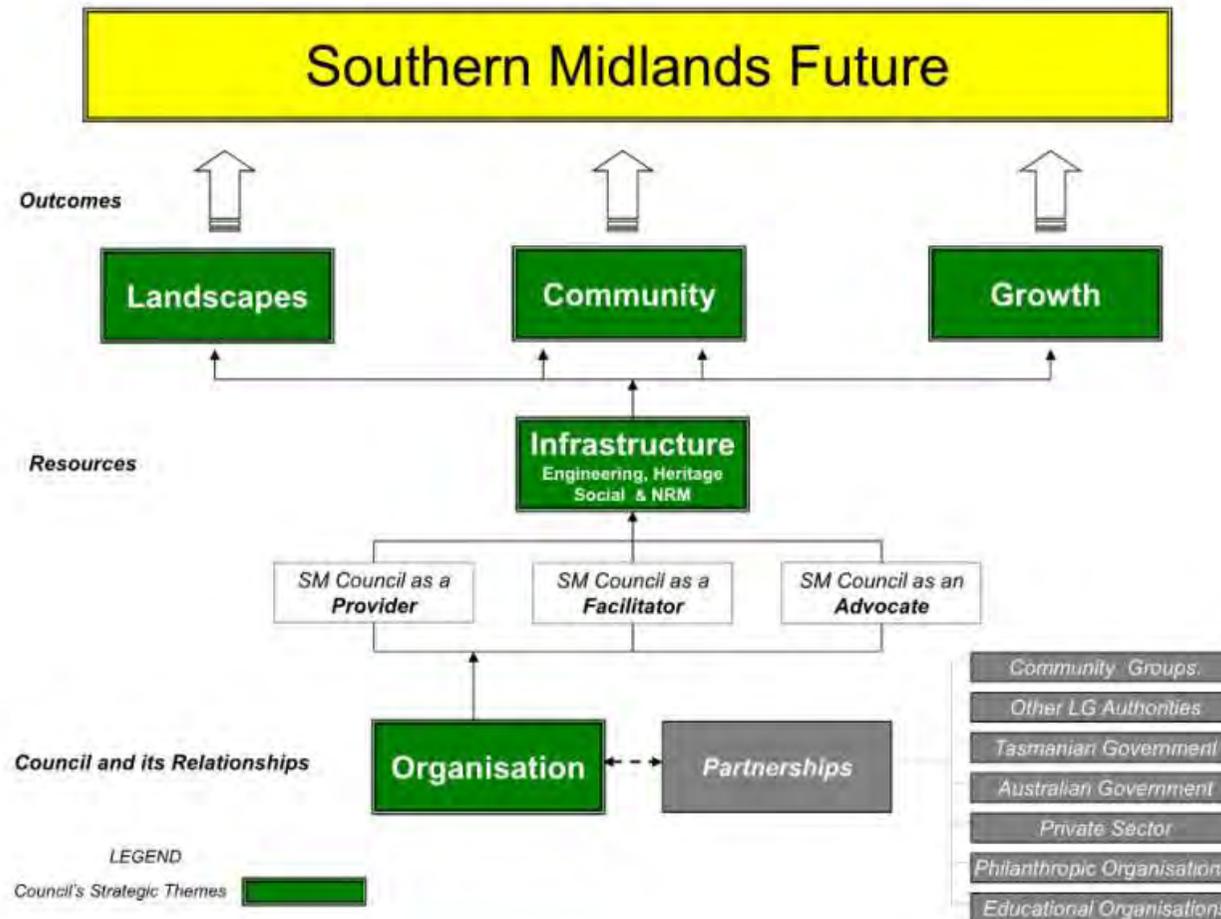
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Let's begin

Remember in achieving its objectives Council can be

a Provider, a Facilitator or an Advocate

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Carpe Diem Seize The Day

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