

Prior to the commencement of the meeting, the Mayor will make the following declaration:

“I acknowledge the Tasmanian Aboriginal Community as the traditional custodians of the land on which we meet today, and pay respect to elders, past and present”.

The Mayor also to advise the Meeting and members of the public that Council Meetings, not including Closed Meeting, are audio-visually recorded and published to Council’s website.

COUNCIL MEETING
MONDAY 16 MARCH 2020

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BUSINESS TO BE CONDUCTED AT THIS MEETING IS TO BE CONDUCTED IN THE ORDER IN WHICH IT IS SET OUT IN THIS AGENDA UNLESS THE COUNCIL BY ABSOLUTE MAJORITY DETERMINES OTHERWISE

COUNCIL MEETINGS, NOT INCLUDING CLOSED MEETING, ARE AUDIO-VISUALLY RECORDED AND PUBLISHED TO COUNCIL’S WEBSITE

1. APOLOGIES

Nil.

2. CONFIRMATION OF MINUTES

(File No. 10/03/01)

RECOMMENDATION:

That the Minutes of the Council Meeting held on 24 February 2020, as circulated, be taken as read and confirmed.

3. MAYOR'S COMMUNICATION**4. COUNCIL WORKSHOPS**

In addition to the Aldermen's Meeting Briefing (workshop) conducted on Friday immediately preceding the Council Meeting the following workshops were conducted by Council since its last ordinary Council Meeting:

PURPOSE**DATE**

Bushfire Management

STCA Presentation – Coastal Hazards/Climate Change Adaptation

2 March

Presentation regarding Help2Health Project

Almas Activities Centre

Committee Financials

Draft Apartment Development Code

10 March

RECOMMENDATION:

That Council notes the workshops conducted.

5. DECLARATIONS OF INTERESTS OF ALDERMAN OR CLOSE ASSOCIATE
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In accordance with Regulation 8 of the Local Government (Meeting Procedures) Regulations 2015 and Council's adopted Code of Conduct, the Mayor requests Aldermen to indicate whether they have, or are likely to have a pecuniary interest (any pecuniary benefits or pecuniary detriment) or conflict of interest in any item on the Agenda.

6. TABLING OF PETITIONS

(File No. 10/03/12)

(Note: Petitions received by Aldermen are to be forwarded to the General Manager within seven days after receiving the petition).

Petitions are not to be tabled if they do not comply with Section 57(2) of the Local Government Act, or are defamatory, or the proposed actions are unlawful.

7. PUBLIC QUESTION TIME

Public question time at ordinary Council meetings will not exceed 15 minutes. An individual may ask questions at the meeting. Questions may be submitted to Council in writing on the Friday 10 days before the meeting or may be raised from the Public Gallery during this segment of the meeting.

The Chairman may request an Alderman or Council officer to answer a question. No debate is permitted on any questions or answers. Questions and answers are to be kept as brief as possible.

7.1 PUBLIC QUESTIONS ON NOTICE

(Seven days before an ordinary Meeting, a member of the public may give written notice to the General Manager of a question to be asked at the meeting). A maximum of two questions may be submitted in writing before the meeting.

Nil.

7.2 ANSWERS TO QUESTIONS ON NOTICE

Nil.

7.3 ANSWERS TO PREVIOUS QUESTIONS TAKEN ON NOTICE

The General Manager provides the following answers to Questions taken on Notice from members of the public at previous Council Meetings.

BELLERIVE BEACH PARK

At Council's Meeting of 24 February 2020 Mrs J Marsh of Bellerive asked the following question:

On 7 November 2019 an on-site meeting to discuss my concerns regarding the stewardship of the Bellerive Beach park area was attended by Ian Nelson and Ross Graham. My concerns were about the obstruction of the shared pathway, non-replacement of trees and maintenance of existing trees. Interestingly, vision of the area I expressed concern about featured on a recent news item about Glenorchy, Launceston and Clarence's poor rating in its accumulative loss of trees, rust damage, heavy vehicles damaging the surface of the park, general neglect of the undeveloped areas of the park and unsightly noisy areas around the oval perimeter. Now that more than three months have lapsed since our meeting, how and when does Council intend to respond to my concerns?

/ contd on Page 8...

ANSWER

A letter was sent to Mrs Marsh on Friday, 6 March 2020 addressing her concerns regarding the stewardship of the Bellerive Beach Park. A copy will be provided to Aldermen.

PARKING – KANGAROO BAY

At Council's Meeting of 24 February 2020 Mr V Marsh of Bellerive asked the following question:

I have provided photos of cars parked in the caged areas of the Kangaroo Bay Hotel site and the Boulevard site. When events such as the Crown Series, the Big Bash, AFL football and the junior soccer clinic, along with the busy Christmas shopping period happen, where are the cars going to go when these developments are under way?

ANSWER

At its Meeting of 6 February 2017, Council adopted the Kangaroo Bay Public Car Parking Strategy in relation to the consideration of the supply of public car parking in the Kangaroo Bay/Bellerive area. The recommendation being:

- “A. Install clear signage and undertake necessary minimal works for the gravel area of Lot 3 of Kangaroo Drive, Bellerive to be used for temporary car parking.
- B The development of Lot 4 Kangaroo Bay Drive as a carpark and that the necessary design and approvals be sought with the funding referred to the 2017/18 budget for consideration.
- C Develop concept plans for a multi-level carpark at the Bellerive Yacht Club site, ensuring connectivity for all users, in consultation with the Bellerive Yacht Club and key stakeholders, and report back to a future Council workshop.
- D Develop concept plans and investigate funding opportunities for multi-level car parks, inclusive of potential commercial development at Winkleigh Place and Percy Street car parks, and report back to a future Council Workshop”.

In relation to the status of these items, Item A is complete, Item B is part of the Boulevard development, Item C is complete, and a development application has been approved for a ground level public car park between the Bellerive Yacht Club boat ramp and the Hotel development, and Council has adopted funds for Council Officers to proceed with Item D.

7.4 QUESTIONS WITHOUT NOTICE

The Chairperson may invite members of the public present to ask questions without notice.

Questions are to relate to the activities of the Council. Questions without notice will be dependent on available time at the meeting.

Council Policy provides that the Chairperson may refuse to allow a question on notice to be listed or refuse to respond to a question put at a meeting without notice that relates to any item listed on the agenda for the Council meeting (note: this ground for refusal is in order to avoid any procedural fairness concerns arising in respect to any matter to be determined on the Council Meeting Agenda.

When dealing with Questions without Notice that require research and a more detailed response the Chairman may require that the question be put on notice and in writing. Wherever possible, answers will be provided at the next ordinary Council Meeting.

8. DEPUTATIONS BY MEMBERS OF THE PUBLIC

(File No 10/03/04)

(In accordance with Regulation 38 of the Local Government (Meeting Procedures) Regulations 2015 and in accordance with Council Policy, deputation requests are invited to address the Meeting and make statements or deliver reports to Council)

9. MOTIONS ON NOTICE**9.1 NOTICE OF MOTION - ALD BLOMELEY
TRIAL PEAK-HOUR FERRY PASSENGER SERVICE**
(File No 10-03-05)

In accordance with Notice given Ald Blomeley intends to move the following Motion:

“That this Council calls on the State Government to instigate a trial peak-hour ferry passenger service between Bellerive and Sullivans Cove, as soon as practicable”.

EXPLANATORY NOTES

As a result of a growing economy, traffic congestion is ever-increasing in the greater Hobart region.

The State Liberal Government took a bold vision to the 2018 State election with the “Greater Hobart Traffic Solution” Policy.

The centre-piece of this policy was the commitment to have key infrastructure in place to address traffic congestion by 2022, with a key initiative being the establishment of a new Derwent River ferry service between Bellerive and Sullivans Cove.

In May 2018, then Infrastructure Minister, the Hon. Jeremy Rockliff MP, promised that two ferry terminals will be established on Hobart’s western and eastern shores as part of the Government’s plan for a commuter ferry service to ease traffic congestion.

In September 2018, Minister Rockliff announced that a ferry service between Bellerive and Sullivans Cove was “one step closer to reality with an expert consultant appointed by Metro Tasmania”.

On 22 May 2019, the Government announced that the Metro study found that there was only enough budget allocation for a peak-hour ferry service between Sullivans Cove and Bellerive.

On 31 May 2019, Minister Rockliff said that the Government was prepared to budget “whatever it takes to deliver an all-day, seven-day-a-week-ferry service between Hobart and Bellerive”. He also announced that he “absolutely expected ferries to be traversing the River Derwent in the current term of Government”.

A trial peak-hour ferry service between Bellerive and Sullivans Cove could be operating almost immediately.

There is existing wharf infrastructure at Sullivans Cove and Bellerive Wharf; catamarans already ply the river and have capacity to expand for a peak-hour service; and relevant Metro routes need to be adjusted to help commuters make the choice to ride and ferry.

All opinion polls highlight the popularity of a Derwent ferry service. As recently as late January, 68 per cent of Triple M radio listeners living on the Eastern Shore said they would support a peak-hour Derwent River ferry service.

B A Blomeley
ALDERMAN

GENERAL MANAGER’S COMMENTS

The Hobart City Deal commits to the establishment of a Derwent River ferry service. The City Deal Implementation Plan identifies that a business case will be developed by 2020-21.

A matter for Council.

10. REPORTS FROM OUTSIDE BODIES

This agenda item is listed to facilitate the receipt of both informal and formal reporting from various outside bodies upon which Council has a representative involvement.

10.1 REPORTS FROM SINGLE AND JOINT AUTHORITIES

Provision is made for reports from Single and Joint Authorities if required.

Council is a participant in the following Single and Joint Authorities. These Authorities are required to provide quarterly reports to participating Councils, and these will be listed under this segment as and when received.

- **COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY**

Representatives: Ald James Walker
(Ald Luke Edmunds, Deputy Representative)

Quarterly Reports

The Copping Refuse Disposal Site Joint Authority has distributed the Quarterly Summary of its Meetings (refer Attachment 1).

The Copping Refuse Disposal Site Joint Authority has also distributed its Quarterly Reports for the period 1 July to 30 September 2019 and 1 October to 31 December 2019.

In accordance with Regulation 15 of the Local Government (Meeting Procedures) Regulations 2015 the Report will be tabled in Closed Meeting.

Representative Reporting

- **TASWATER CORPORATION**

- **GREATER HOBART COMMITTEE**

10.2 REPORTS FROM COUNCIL AND SPECIAL COMMITTEES AND OTHER REPRESENTATIVE BODIES



Copping Refuse Disposal Site Joint Authority

4 December 2019

Mr Ian Nelson
General Manager
Clarence City Council
PO Box 96
ROSNY PARK 7018

Mr Robert Higgins
General Manager
Sorell Council
P O Box 126
SORELL 7072

Mr Gary Arnold
General Manager
Kingborough Council
Locked Bag 1
KINGSTON 7050

Ms Kim Hossack
General Manager
Tasman Council
1713 Main Road
NUBEENA 7184

Dear General Manager

COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY REPORTS

Participating Councils and the Director, Local Government have agreed to establish consistent reporting arrangements for the Authority. The following advice regarding matters discussed at recent Authority and Board meetings is now provided for inclusion in your General Manager's routine report to your Council.

Annual General Meeting held on 28 November 2019

Matters dealt with:

- Minutes of the Annual General Meeting held on 29 October 2018 were accepted.
- Annual Report of the Chair of the Authority for the financial year ended 30 June 2019 was received and noted.
- Annual Report of the Directors of Southern Waste Solutions for the financial year ended 30 June 2019 was received and noted.
- Annual Report of the Chief Executive Officer/Comptroller for the financial year ended 30 June 2019 was received and noted.
- Financial Statements for the financial year ended 30 June 2019 were received and noted.
- Report of the Auditor for the financial year ended 30 June 2019 was received and noted.
- The Authority's Strategic Plan 2019/20-2024/25 and Business Plans 2019/20-2021/22 (incorporating the Budget 2019/20) were received and noted.
- The Authority appointed the Tasmanian Audit Office as its auditor, at a remuneration to be negotiated.
- The Authority appointed the CEO as Comptroller for 2019/20, with specialist, technical advice to be provided by Crowe at a fee of approximately \$5000.

Copping Refuse Disposal Site Joint Authority trading as **SOUTHERN WASTE SOLUTIONS**

PO Box 216, New Town, Tasmania 7008

Mobile: +61 0408 253 770 Email: swstas@me.com

ABN: 87 928 486 460

Note: Minutes of the Annual General Meeting of the Authority may be tabled in open Council meeting unless they contain confidential material. In this instance, no confidential information is included.

Authority meeting held on 24 October 2019 (electronic meeting)

A meeting of the Authority was held by circulating resolution that closed on 23 October 2019. The only matter considered was the appointment of the new Authority Secretary who is also appointed as Secretary to the Board of Southern Waste Solutions.

The Authority appointed Mrs Carolyn Pillans to these roles for a period of three years from 11 November 2019.

Authority meeting held on 28 November 2019

Matters dealt with:

- The Minutes of the Authority's General Meetings held on 5 September and 24 October 2019 were accepted.
- The Minutes of the meetings of the Board of Southern Waste Solutions held on 21 August and 25 September 2019 were noted.
- The Minutes of the Board of C Cell Pty Ltd held on 31 July 2019 were noted.
- The September 2019 Quarterly Report was presented and accepted.
- The Board tabled a revised Investment Policy which was approved by the Authority.
- The Authority approved, by special resolution, an application to Treasury to establish a corporate charge card facility with up to three cards and a limit of \$16,000. Authority approval was required as the charge card facility meets the definition of borrowings which must be approved by the Authority under the Rules. Treasury must also approve the application for borrowings.
- An update on Southern Waste Solutions and C Cell Pty Ltd activities was provided, including increased volumes received by C Cell during November and future business opportunities to be explored by Southern Waste Solutions.
- In closed meeting, the Authority also considered Board and management succession matters.

The September 2019 Quarterly Report is **attached**.

Note: Minutes of meeting of the Authority may be tabled in open Council meeting unless they contain confidential material. Given its commercial-in-confidence content, it is requested that the Quarterly Report be tabled only in Councils' Closed Meetings.

Similarly, the strategic, contractual, statutory and other obligations in other reports are considered commercial-in-confidence and are requested to be tabled in Councils' Closed Meetings only.

Any Closed Meeting items considered by the Authority should also be tabled only in Closed Meeting of Council.

SWS Board Meeting held on 21 August 2019

Matters dealt with:

- The Minutes of the Board meetings held on 31 July 2019 were accepted.
- The Mandatory Actions Schedule was noted.
- Progress with items on the Action List was noted.
- The Monthly Operational Overview and Financial Report for 31 July 2019 were received and noted.
- The C Cell management report for the period ending 31 July 2019 was endorsed.
- Update provided on the status of Deeds of Variation for gate fees paid by Participating Councils
- The Board reviewed the need for a corporate charge card facility to avoid staff using their private credit cards to pay large expenses not able to be paid via direct debit or similar and seek reimbursement afterward. The Board recommended the facility to the Authority.
- The Board reviewed the Investment Policy and recommended to the Authority for approval.
- The Board noted the submission of the Annual Financial Statements to the Tasmanian Audit Office on 8 August 2019, duly certified by the CEO.

The Board held a separate workshop on the Tasmanian Government's Draft Waste Action Plan and prepared a response on behalf of the Authority.

SWS Board Meeting held on 25 September 2019

Matters dealt with:

- The Minutes of the Board meeting held on 21 August 2019 were accepted.
- The Mandatory Actions Schedule was noted.
- Progress with items on the Action List was noted.
- The Monthly Operational Overview and Financial Report for August 2019 was received and noted.
- The C Cell management report for the period ending 31 August 2019 was endorsed.
- The Board noted the C Cell project had progressed as a semi-finalist in the Community Achievement Sustainability Awards. Winners were to be announced on 22 November 2019.

SWS Board Meeting held on 30 October 2019

Matters dealt with:

- The Minutes of the Board meeting held on 25 September 2019 were accepted.
- The Mandatory Actions Schedule was noted.
- Progress with items on the Action List was noted.
- The Monthly Operational Overview and Financial Report for September 2019 was received and noted.
- Auditors from the Tasmanian Audit Office reported to the Board on the conduct of its audit and the audit opinion to be released.
- The Board noted the C Cell project had progressed as a semi-finalist in the Community Achievement Sustainability Awards. Winners were to be announced on 22 November 2019.
- The Board considered the Authority's September 2019 Quarterly Report and endorsed it for release.
- The C Cell management report for the period ending 31 August 2019 was endorsed.

- The Board's annual statement to Tascorp, as required under its Loan Agreement, was approved.
- The Board approved the CEO's leave arrangements from 12 – 28 November and internal relief arrangements for the role.

C Cell Pty Ltd Board Meeting on 30 October 2019

Matters dealt with:

- The Minutes of the Board meeting held on 31 July 2019 were accepted.
- The Major Activities Timeline was noted.
- Progress with items on the Action List was noted.
- The Operations and Financial Reports for the period ending 30 September 2019 were received and noted.
- The Management Report prepared by Southern Waste Solutions for the periods June – August 2019 were noted.
- The Financial Statements for 2018/19 were received and noted, along with the unqualified audit opinion for the year.

(Note: As minutes of meetings of the Southern Waste Solutions Board and C Cell Pty Ltd Board are commercial in confidence it is requested that these be held on file and may be perused by Aldermen / Councillors but not tabled at Council meetings)

Yours sincerely



Carolyn Pillans
Secretary

11. REPORTS OF OFFICERS

11.1 WEEKLY BRIEFING REPORTS

(File No 10/02/02)

The Weekly Briefing Reports of 24 February and 2 and 9 March 2020 have been circulated to Aldermen.

RECOMMENDATION:

That the information contained in the Weekly Briefing Reports of 24 February and 2 and 9 March 2020 be noted.

11.2 DETERMINATION ON PETITIONS TABLED AT PREVIOUS COUNCIL MEETINGS

Nil.

11.3 PLANNING AUTHORITY MATTERS

In accordance with Regulation 25 (1) of the Local Government (Meeting Procedures) Regulations 2015, the Mayor advises that the Council intends to act as a Planning Authority under the Land Use Planning and Approvals Act 1993, to deal with the following items:

**11.3.1 DEVELOPMENT APPLICATION PDPLANPMTD-2019/002768 – 1063
CAMBRIDGE ROAD, CAMBRIDGE (WITH ACCESS OVER 1061
CAMBRIDGE ROAD) - CONCRETE BATCH PLANT****EXECUTIVE SUMMARY****PURPOSE**

The purpose of this report is to consider the development application made for a concrete batch plant at 1063 Cambridge Road, Cambridge (with access over 1061 Cambridge Road).

RELATION TO PLANNING PROVISIONS

The land is zoned Light Industrial and subject to the Parking and Access, Stormwater Management, Potentially Contaminated Land and Road and Railway Assets Codes under the Clarence Interim Planning Scheme 2015 (the Scheme). In accordance with the Scheme the proposal is a Discretionary development.

LEGISLATIVE REQUIREMENTS

The report on this item details the basis and reasons for the recommendation. Any alternative decision by Council will require a full statement of reasons in order to maintain the integrity of the Planning approval process and to comply with the requirements of the Judicial Review Act and the Local Government (Meeting Procedures) Regulations 2015.

Note: References to provisions of the Land Use Planning and Approvals Act 1993 (the Act) are references to the former provisions of the Act as defined in Schedule 6 – Savings and transitional provisions of the Land Use Planning and Approvals Amendment (Tasmanian Planning Scheme Act) 2015. The former provisions apply to an interim planning scheme that was in force prior to the commencement day of the Land Use Planning and Approvals Amendment (Tasmanian Planning Scheme Act) 2015. The commencement day was 17 December 2015.

Council is required to exercise a discretion within the statutory 42 day period which has now been extended with the written consent of the applicant to expire on 18 March 2020.

CONSULTATION

The proposal was advertised in accordance with statutory requirements and two representations were received raising the following issues:

- inappropriateness of development for area;
- dust and noise emissions;
- vibration of plant and machinery;
- visual impact; and
- traffic impacts.

RECOMMENDATION:

- A. That the Development Application for Concrete Batch Plant at 1063 Cambridge Road, Cambridge (with access over 1061 Cambridge Road) (Cl Ref PDPLANPMTD-2019/002768) be approved subject to the following conditions and advice.

1. GEN AP1 – ENDORSED PLANS.
2. Noise emissions measured at the boundary of a residential zone must not exceed the following:
 - a) 55dB(A) (LAeq) between the hours of 7.00am to 7.00pm on any day;
 - b) 5dB(A) above the background (LA90) level or 40dB(A) (LAeq), whichever is the lower, between the hours of 7.00pm to 7.00am on any day;
 - c) 65dB(A) (LAmix) at any time.Measurement of noise levels must be in accordance with the methods in the Tasmanian Noise Measurement Procedures Manual, issued by the Director of Environmental Management, including adjustment of noise levels for tonality and impulsiveness. Noise levels are to be averaged over a 15 minute time interval.

A noise monitoring report is to be submitted to Council within three months of commencement of the use to confirm the described noise emissions are met, to the satisfaction of Council's Senior Environmental Health Officer.
3. All soil disturbance on the site such as trench or foundation preparation is to be undertaken in accordance with the conclusions of the Environmental Site Assessment prepared by Geo-Environmental Solutions, dated January 2020, which will require the soil to be assessed for heavy metals. Any soil found to be Level 2 Material must be managed or disposed of in accordance with IB105 recommendations, to the satisfaction of Council's Senior Environmental Health Officer.
4. GEN S1 – SIGN CONSENT.
5. Engineering designs, prepared by a suitably qualified person, are required for:
 - carpark and driveways construction;
 - service upgrades or relocations;they must show the extent of any vegetation removal proposed for these works and submitted to Council's Group Manager Engineering Services for approval prior to the issue of a building or plumbing permit.
6. Designs for pavement and work areas are required to be approved by Council's Group Manager Engineering Services prior to the granting of a building permit. A sealed all-weather pavement is required for the access driveway from Cambridge Road over the right-of-way (9.0m wide) to the boundary of the site, together with staff car parking and manoeuvring areas, and key production areas to include:
 - internal roads, parking and manoeuvring areas used by agitator trucks;
 - underneath silos (fly-ash/cement storage areas);
 - concrete-mix loading bays;

- slumping stations;
- truck wash areas;
- all areas of water recycling system;
- reclaimed water storage tanks area;
- truck maintenance areas;
- chemical storage areas;
- other areas as required.

Hardstand surfaces are to be contoured and banded to:

- direct all washwater on-site to front-end loader accessible settling pits (wedge pits);
- intercept washwater at site entrance/exit points (to prevent tracking out);
- intercept all stormwater drains and direct washwater away from drains to sediment-settling pits;
- direct washwater from slumping stations to sediment-settling pits;
- direct all washwater from truck-wash stations to sediment-settling pits.

All works are to be completed prior to commencement of use.

7. For the purposes of protecting Council's stormwater system all stormwater runoff from impervious surfaces within the site must be treated and discharged from the site using Water Sensitive Urban Design principles to achieve stormwater quality and quantity targets in accordance with the State Stormwater Strategy 2010 and consistent with the Stormwater System Management Plan for the relevant catchment. Detailed engineering designs accompanied with a report on all stormwater design parameters and assumptions or a model using industry accepted proprietary software, such as MUSIC must be submitted to Council's Group Manager Engineering Services for approval prior to the issue of a building or plumbing permit. Prior to the commence of use, the works must be constructed, and a Maintenance Management Schedule/Regime must also be submitted and the facility must be maintained in accordance with this schedule.

Prior to the issue of a building permit or a certificate of likely compliance (CLC) for building works the landowner must enter into and thereafter abide by an agreement with Council under Part 5 of the Land Use Planning and Approvals Act, 1993 in such form as Council may require and which incorporates the Maintenance Management Schedule/Regime obligations for the stormwater treatment facility and a requirement to report to Council on an annual basis stating that all maintenance requirements for the facility have been met.

The agreement will be prepared and registered by Council. The landowner is responsible for all Council and Land Titles Office fees and charges. Upon written request from the landowner and payment of relevant fees, Council will then prepare the Part 5 Agreement.

Note: The landowner is to give 14 days' notice to Council of the request to prepare a Part 5 Agreement.

8. Stormwater design and treatment is required to meet the following criteria:
- No discharge of process water (ie stormwater from Area 1 “polluted”, referenced below, water from batch facility and wash down water from truck wash area);
 - Be in place and operational for water treatment prior to upstream site stormwater pipelines being commissioned;
 - Be routinely maintained;
 - Water monitored and within discharge limits, with records kept;
 - Site segregated into three areas to minimise risk of contamination of stormwater: 1) “Polluted” Area; 2) “Dirty” Area; 3) “Clean” area and proactive controls implemented to prevent cross contamination by cementitious components into Areas (2) and (3).

The final design of the sealed areas, working areas, and service reticulation and treatment must provide for a sustainable solution that does not adversely affect the surrounding environment, and any potential environmental risks are mitigated to an acceptable standard in accordance with relevant guidelines and standards for the proposed use.

9. The operator is to engage a National Association of Testing Authorities (NATA) accredited water testing organisation to undertake stormwater discharge testing and report every three months from commencement of use for the first 12 months, and every 6 months thereafter. This report is to be submitted to Council within seven days of issue of report. The report is to include testing for PH levels, Suspended solids, and Nutrients. Should Council deem it necessary to include testing of other contaminants outlined within the ANZECC guidelines the report must include any further testing results as requested.

The operator must design the stormwater system that limits discharge contaminants to the following:

- Suspended Solids less than 1000mg/L;
- PH must be between 6.5 and 8.5;
- Total Phosphorus less than 1.0 mg/L;
- Total Nitrogen less than 5.0mg/L.

Should contaminants exceed the above targets, the owner must undertake immediate rectification measures to reduce contaminate discharge in consultation with Council Engineers and Environmental Health Officers.

10. A landscape plan must be submitted to and approved by Council's Manager City Planning prior to the granting of a building permit. The plan must include a 3m wide landscaping strip adjacent to the Tasman Highway comprised of suitable species to provide screening when viewed from the Tasman Highway, be to a standard scale, provide the designer's contact details and be legible when reproduced at A3.
11. The landscape plan must clearly document the following:
 - a north point;
 - existing property information such as building footprints, boundary lines, outdoor structures, garden beds and fences;
 - existing contours, relevant finished floor levels and any proposed rearrangement to ground levels;
 - existing trees identified as to be retained or removed;
 - areas of proposed landscape hard work treatments such as driveways, paths, buildings, car parking, retaining walls, edging and fencing;
 - areas of proposed landscape soft work treatments including garden beds and lawns;
 - proposed planting design with locations of individual plants at intended spacing and clearly identified species (use of symbols with a legend or direct labelling of plants preferred);
 - a table listing selected species botanical names, mature height, mature width, pot size and total quantities;
 - details of proposed irrigation system (if required);
 - details of proposed drainage system (if required); and
 - estimate of cost for the installation of landscape works.

All landscaping works must be completed and verified as being completed by Council prior to the commencement of the use.

All landscape works must be maintained:

- in perpetuity by the existing and future owners/occupiers of the property;
- in a healthy state; and
- in accordance with the approved landscape plan.

If any of the vegetation comprising the landscaping dies or is removed, it is to be replaced with vegetation of the same species and, to the greatest extent practicable, the same maturity, as the vegetation which died or which was removed.

Installed landscape works (soft and hard) will be inspected for adherence to the approved landscape plan and for quality of workmanship. In order for a landscape bond to be released the works must be deemed satisfactory by Council's Landscape Design Officer. Trade standard will be the minimum quality benchmark that all landscape works will be assessed against.

12. LAND 3 – LANDSCAPE BOND (COMMERCIAL).

13. The development must meet all required Conditions of Approval specified by TasWater notice dated 14 August 2019 (TWDA 2019/01117-CCC).

ADVICE

- The use is not to cause an environmental nuisance to the owners or occupiers of land in the surrounding area by reason of noise, smell, fumes, dust or other pollutants emanating from the site.
- Documentation to detail the means of suppression of dust associated with operation of the use will be required as part the building permit application, to be approved by the Council's Senior Environmental Health Officer.
- The use must comply with the requirements of the *Environmental Management and Pollution Control (Noise) Regulations 2016* and the *Environmental Management and Pollution Control Act 1994* (EMPCA).

- B. That the details and conclusions included in the Associated Report be recorded as the reasons for Council's decision in respect of this matter.

ASSOCIATED REPORT

1. BACKGROUND

Council issued a permit for the land to be subdivided into two lots under SD-2018/22 on 9 July 2018. The subdivision resulted in the creation of an internal lot to the rear of the existing factory building. The subdivision boundary aligns with the southern end of the car parking area required to service the existing factory use. Access to the approved lot is provided from Cambridge Road via a 9m wide right-of-way over the adjoining land at 1061 Cambridge Road.

The Final Plan of Survey has been submitted to Council and is yet to be sealed at the time of preparation of this report. A bond has been taken by Council for the sealing of the right-of-way access to the rear lot, being the subject of this application and plumbing works remain outstanding.

At the time of assessing the subdivision application it was apparent that the landscaping conditions required under D-2007/63 (granted for a storage building and undercover storage area as part of the existing factory on the site) and D-2015/278 (granted for additions to the factory) had not been met.

A condition was included on the subdivision permit for SD-2018/22 to require the developer to implement the conditions imposed under these previous permits prior to the sealing of the Final Plan of Survey.

2. STATUTORY IMPLICATIONS

2.1. The land is zoned Light Industrial under the Scheme.

2.2. The proposal is discretionary because it does not meet the Acceptable Solutions under the Scheme. The use is within the Manufacturing and Processing Use Class, which is a permitted use in the zone.

2.3. The relevant parts of the Planning Scheme are:

- Section 8.10 – Determining Applications;
- Section 24.0 – Light Industrial Zone;
- Section E2.0 – Potentially Contaminated Land Code;
- Section E5.0 - Road and Railway Assets Code;
- Section E6.0 – Parking and Access Code;
- Section E7.0 – Stormwater Management Code.

2.4. Council’s assessment of this proposal should also consider the issues raised in any representations received, the outcomes of the State Policies and the objectives of Schedule 1 of the *Land Use Planning and Approvals Act, 1993* (LUPAA).

3. PROPOSAL IN DETAIL

3.1. The Site

The site is a 1.456ha rectangular shaped lot located on the southern side of Cambridge Road. The site is located within the Light Industrial zoned part of Cambridge and is surrounded by a warehouse development, vacant land and the Tasman Highway to the south. The site is generally level with the southern boundary adjoining the Tasman Highway. The northern end of the site supports an existing factory building and offices.

The site is identified as Lot 2 of the approved subdivision and is accessed via an existing right-of-way of 9.0m in width to Cambridge Road. The only beneficiary of the right-of-way is the site. The location of the site is shown in the attachments.

3.2. The Proposal

The proposal is for a concrete batch plant involving the following elements within the area entirely to the south of the existing factory building:

- Batching equipment providing for the mixing of concrete via a hopper and conveyor for the inclusion of sand and aggregate into the process located along the western side boundary. The hopper would be of a height for trucks to reverse inside, to provide access to the conveyor for the inclusion of the required material, as depicted in the attachments. It would have a maximum height of 3.8m above natural ground level.
- Installation of two silos along the western side boundary to hold cement dust. The silos would have a maximum height of 9.774m above natural ground level.
- Construction of a series of bays at the northern end of the site to be used as washout bays (x2) for concrete trucks and smaller bays for overflow or wash out water. The bays would cover an area of approximately 23.5m x 8m. The settling pits (x3) would be sunken into the fill that is proposed to be installed as part of producing a level surface for the site. The ponds would be cleaned out with an excavator or front-end loader and material reused in concrete batching.
- Construction of a series of bays installed in conjunction with and not exceeding the height of the retaining walls at the southern end of the site to hold sand and aggregate will be undertaken. Trucks will enter the site and unload into the bays from where a front-end loader will collect the materials for mixing in the batch plant.

- A cut and fill excavation is proposed to establish a flat area at around 37.65 AHD given the irregularity of heights at the existing site. The retaining wall is proposed to be constructed around all boundaries. The retaining wall would have a vertical height of 1.2m and would be constructed from blockwork. Footings and drainage arrangements for the wall would be engineered to suit the site specific conditions.
- Construction of a 6m x 3m amenities building/site office is to be located to the south of the existing building. This building would have a maximum height above natural ground level of 2.4m and would be sited 3m from the approved boundary of Lots 1 and 2.
- Landscaping to a depth of 3m where adjacent to the southern boundary of the site, is proposed to be a combination of species to provide a shelter-belt with a density to minimise visibility of the site from the Tasman Highway.

The hours proposed for operation of the batch plant are 24 hours a day, 7 days per week. It is submitted that the likely hours for delivery, however, would generally be 5.00am to 5.00pm Monday to Friday, and possible limited hours on Saturdays, as required.

Access to the site would be via the existing right-of-way from Cambridge Road. The proposal includes one constructed car parking space on-site, and the use is expected to generate 32 truck vehicle movements per day (16 concrete truck loads) with delivery inputs averaging 14 movements per day (seven deliveries). The nature of traffic generated by the proposed development would consist of heavy vehicles responsible for the delivery of materials and finished product to and from the site.

The applicant proposes that the development would comply with the noise emissions prescribed by Clause 24.3.2 (A1) of the Scheme. A condition reflecting this has been included in the recommended conditions above, should Council resolve to approve the proposal.

The location of the site is shown in the attachments.

4. PLANNING ASSESSMENT

4.1. Determining Applications [Section 8.10]

“8.10.1 In determining an application for any permit the planning authority must, in addition to the matters required by s51(2) of the Act, take into consideration:

- (a) all applicable standards and requirements in this planning scheme; and*
- (b) any representations received pursuant to and in conformity with ss57(5) of the Act;*

but in the case of the exercise of discretion, only insofar as each such matter is relevant to the particular discretion being exercised”.

References to these principles are contained in the discussion below.

4.2. Compliance with Zone and Codes

The proposal meets the Scheme’s relevant Acceptable Solutions of Light Industrial Zone and Potentially Contaminated Land, Parking and Access, Road and Railway Assets and Stormwater Management Codes with the exception of the following.

Light Industrial Zone

- **Clause 24.4.1 A1** – it is proposed that the silos would be 9.774m in height; the maximum height prescribed by the acceptable solution is 9m.

Performance Criteria	Proposal
<i>“P1 - Building height must satisfy all of the following:</i>	See below assessment.
<i>(a) be consistent with any Desired Future Character Statements provided for the area;</i>	The proposed silos would form relocatable structures therefore will allow for adaptive future use of the site for the intensification of the proposed use or introduction of new uses as required by the Desired Future Character Statements for Cambridge relating to the necessity to meet the changing occupancy needs of tenants and developers.

	<p>The Desired Future Character Statements for Cambridge include design controls to cater for a range of industrial developments, and of relevance is the consideration of development where visible from the Tasman Highway being to maintain a high level of visual presentation in recognition of the role of Cambridge as a visitor gateway to Hobart.</p> <p>The site is separated from the Tasman Highway itself from a slip lane leading to the Cambridge Road/Kennedy Drive access roundabout, so does not directly abut the highway. That said, the proposal includes a landscaped buffer as required within the zone. This would minimise visibility of the site from the highway, as required by the referenced Desired Future Character Statement.</p>
<i>(b) be compatible with the scale of nearby buildings;</i>	<p>The proposed silo structures would be concealed from view of Cambridge Road by a two-storey industrial building located at the front of the site, and would not be significantly higher than surrounding development. The structure would be significantly less bulky than the existing building located on the site and would be surrounded by taller buildings encompassing the surrounding industrial precinct.</p>
<i>(c) not unreasonably overshadow adjacent public space;</i>	<p>There are no public spaces adjacent to the site. The proposed building would be located adjacent to the western side property boundary and to the north of the boundary shared with the Tasman Highway. The building would be screened from the Tasman Highway by tall trees located within the property boundary.</p>
<i>(d) allow for a transition in height between adjoining buildings, where appropriate;</i>	<p>The existing building at 1063 Cambridge Road is 7.997m in height and has a footprint of 4280m². The proposed silos would be located to the rear (south) of this building, would provide for a transition and given the relatively small footprint in comparison to the adjacent warehouse building this is considered a reasonable response and therefore meets this test of the performance criteria.</p>

<i>(e) Buildings exceeding 15m must demonstrate suitability to the site in terms of the following: i. – viii. ”</i>	not applicable
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Light Industrial Zone

- **Clause 24.4.2 A1** – the proposal incorporates construction of a retaining wall to support a series of bays installed to hold sand and aggregate materials with a setback distance of 3m from the Tasman Highway property frontage, being within the 10m setback from a frontage prescribed by the acceptable solution.

Performance Criteria	Proposal
<i>“P1 - Building setback from frontage must satisfy all of the following:</i>	See below assessment.
<i>(a) be consistent with any Desired Future Character Statements provided for the area;</i>	<p>The proposed retaining wall structure would have a vertical height of 1.2m and would be constructed using blockwork. It would provide a screen for the proposed storage areas and the footings and drainage arrangements would be engineered to suit the site specific conditions. It is consistent with the identified design controls for the area and would allow for treatment of materials associated with the use proposed, and as required by the Desired Future Character Statements for Cambridge.</p> <p>The Desired Future Character Statements for Cambridge include design controls to cater for a range of industrial developments, and of relevance is the consideration of development where visible from the Tasman Highway being to maintain a high level of visual presentation in recognition of the role of Cambridge as a visitor gateway to Hobart.</p> <p>The site is separated from the Tasman Highway itself from a slip lane leading to the Cambridge Road/Kennedy Drive access roundabout, so does not directly abut the highway.</p>

	The proposed retaining wall would form the boundary of a proposed landscaped buffer as required within the zone, being consistent with the relevant Desired Future Character Statement.
<i>(b) be compatible with the setback of adjoining buildings, generally maintaining a continuous building line if evident in the streetscape;</i>	The proposed wall structure would be below natural ground level and therefore not be visible when viewed from the Tasman Highway, given the low height and undulating nature of the surface level in the vicinity of the frontage. Though not a building in itself, the retaining wall would be consistent, visually, with the nature and location of surrounding development within the vicinity of the site.
<i>(c) enhance the characteristics of the site, adjoining lots and the streetscape;</i>	The proposed retaining wall would be constructed around all boundaries, and would enable the site to be levelled to facilitate the proposed development. The retaining wall would provide reference for the extent of site works and also delineate the landscaped buffer proposed adjacent to the Tasman Highway, which itself would complement the streetscape and appearance of the site when viewed from the Tasman Highway.
<i>(d) provide adequate opportunity for parking”.</i>	The parking requirements for the site are to be met within the body of the lot. The proposed retaining wall would not compromise parking areas.

Light Industrial Zone

- **Clause 24.4.2 A3** – the proposed retaining wall would have a 0m setback to the northern and eastern side boundaries of the site, being less than the minimum side setback of 3m prescribed by the acceptable solution.

Performance Criteria	Proposal
<i>P3 - A building must be set back sufficiently from a side or rear boundary frontage to enhance the streetscape, provide adequate space for vehicle access, parking, maintenance access and landscaping and help to attenuate site impacts, taking into account:</i>	See below assessment.

<p>(a) <i>the site's area and dimensions and the proportionate intrusion.</i></p>	<p>The lot the subject of this proposal has an area of 5480m². The proposed retaining wall would provide a boundary to this lot, to create a level and useable space with appropriate holding areas on the southern part of the site where adjacent the Tasman Highway. This is consistent with the dimensions and area of the future lot and would provide for landscaping as required by the Scheme, and this part of the performance criterion.</p>
<p>(b) <i>compatibility with buildings on adjacent lots in the streetscape.</i></p>	<p>The proposed wall structure would have limited visibility when viewed from the Tasman Highway and from adjacent properties, given the low height and undulating nature of the surface level in the vicinity of the frontage. Though not a building in itself, the retaining wall would be consistent, visually, with the nature and location of surrounding development within the vicinity of the site.</p>
<p>(c) <i>compatibility with setback on the adjoining lot and whether the reduction would leave inadequate space between the buildings for a landscaped buffer to enhance the appearance of the area.</i></p>	<p>The proposed retaining wall would form a boundary to the site and would enable the fill/cut and associated excavation as required to provide a level space for the proposal. The wall would not exceed 1.2m in height and would provide for landscaping to a width of 3m where adjacent to the Tasman Highway, as required and to enhance the appearance of the site when viewed from the highway corridor to the south.</p>
<p>(d) <i>the setback on the opposite side of the site and whether the reduction will be offset by landscaping on that side.</i></p>	<p>The proposed retaining wall setback would be consistent with other boundary fences, which is the purpose and form of the proposed retaining wall.</p>
<p>(e) <i>whether the height and length of the wall are low or short enough to ensure there is minimal impact on the amenity of the adjoining lot including unreasonable overshadowing of any landscaped buffer strips”.</i></p>	<p>The proposed retaining wall would have a height of 1.2m above natural ground level at its highest point. This would not cause an overshadowing impact upon neighbouring properties, nor would it compromise the proposed landscaped buffer as part of this development, as required.</p>

Light Industrial Zone

- **Clause 24.4.3 A1** – the proposed amenities/site office building would not provide windows and door openings at the 40% surface area prescribed by the acceptable solution.

Performance Criteria	Proposal
<i>“P1 - Building design must enhance the streetscape by satisfying all of the following:</i>	See below assessment.
<i>(a) provide the main access to the building in a way that is visible from the street or other public space boundary;</i>	The main pedestrian access to the site office is from the south-eastern side of the building, being visible from the working /central part of the site as required.
<i>(b) provide windows in the front façade in a way that enhances the streetscape and provides for passive surveillance of public spaces;</i>	A window and two pedestrian doors are provided for access on the front elevation of the building, thus providing for adequate passive surveillance.
<i>(c) treat very large expanses of blank wall in the front façade and facing other public space boundaries with architectural detail or public art so as to contribute positively to the streetscape and public space;</i>	The south-western wall of the building would have an area of 7.2m ² only, which does not represent a large expanse of wall. The rear wall of the building where facing the existing warehouse on the northern part of the site would be blank but does not present to a public space.
<i>(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 limited when viewed from the street;</i>	The proposed building itself does not include any additional plant or miscellaneous equipment to be considered in terms of visual impact. The site itself and associated infrastructure would not have a significant visual impact from either the Tasman Highway frontage or from Cambridge Road, being screened by vegetation to the south and the existing building to the north.
<i>(e) ensure roof-top service infrastructure, including service plants and lift structures, is screened so as to have limited visual impact;</i>	There is no roof top infrastructure proposed as part of the development. The highest structures would be the two proposed silos, which though proposed to be 9.774m in height, would cover a relatively low area thus limiting their visual impact.

<i>(f) only provide shutters where essential for the security of the premises and other alternatives for ensuring security are not feasible;</i>	not applicable.
<i>(g) be consistent with any Desired Future Character Statements provided for the area.</i>	The proposal is consistent with the identified design controls for the area and would allow for treatment of materials associated with the use proposed, and as required by the Desired Future Character Statements for Cambridge.
<i>(h) walls are clad in muted tones unless they cannot be seen from a street or another public place”.</i>	The proposed wall cladding colour would be grey, thus satisfying this requirement.

Light Industrial Zone

- **Clause 24.4.4 A1** – the proposal relates to an internal lot, which limits opportunities for passive surveillance as prescribed by the acceptable solution.

Performance Criteria	Proposal
<i>“P1 - Building design must provide for passive surveillance of public spaces by satisfying all of the following:</i>	See below assessment.
<i>(a) provide the main entrance or entrances to a building so that they are clearly visible from nearby buildings and public spaces;</i>	The main pedestrian access to the site office is from the south-eastern side of the building, being visible from the working /central part of the site as required.
<i>(b) locate windows to adequately overlook the street and adjoining public spaces;</i>	A window and two pedestrian doors are provided for access on the front elevation of the building which would overlook the internal part of the site, thus providing for adequate passive surveillance. It is noted that the site is an internal lot with no adjacent public spaces that require passive surveillance, relating to either Cambridge Road or the Tasman Highway.
<i>(c) incorporate windows and doors for ground floor offices to look upon public access to the building;</i>	
<i>(d) locate external lighting to illuminate any entrapment spaces around the building site;</i>	The applicant has submitted that lighting, if any, would be provided only for loading trucks, adjacent to the slump stand and the site office. The site is not likely to be accessed by the public, meaning that the proposed low level lighting is appropriate for the proposal, as required by this part of the performance criteria.

(e) <i>design and locate public access to provide high visibility for users and provide clear sight lines between the entrance and adjacent properties and public spaces;</i>	Public access to the site is unlikely given the nature of the development. That said, the parking space adjacent to the proposed site office would be clearly visible from the access to the site, and adjacent properties.
(f) <i>provide for sight lines to other buildings and public spaces”.</i>	The site of the development is internal, with access via an existing right-of-way to Cambridge Road. It provides for access to the site and proposed working and parking areas associated with the proposal and would provide for sight lines to other buildings and sites to the east and west of the site, as required.

Light Industrial Zone

- **Clause 24.4.6 A1** – the outdoor storage areas show goods and materials to be stored on-site as being visible from public places, being the Tasman Highway.

Performance Criteria	Proposal
<i>“P1 - Outdoor storage areas for non-residential uses must satisfy all of the following:</i>	See below assessment.
(a) <i>be located, treated or screened to avoid unreasonable adverse impact on the visual amenity of the locality;</i>	<p>The site is screened in part from the Tasman Highway by the gradient of the site and adjacent road reserve to the south, and by an existing building to the north of the site, from Cambridge Road. While these characteristics of the site limit the visual impact in part, the landscaping proposed and required by condition would further mitigate possible visual impacts when viewed from the Tasman Highway in particular.</p> <p>The presentation of properties to the Tasman Highway as a gateway to the City is a significant consideration, and with the required landscaping established, it is considered that the proposed structures and use would not compromise the visual amenity of the locality and would be consistent in terms of scale and nature to the surrounding industrial development within the Cambridge area.</p>

(b) <i>not encroach upon car parking areas, driveways or landscaped areas”.</i>	The proposed storage areas associated with the holding of sand, aggregate and materials associated with the batch plant would be sited in the documented holding areas and are shown not to encroach upon proposed parking areas and accessways, or the proposed landscaped areas where adjacent to the Tasman Highway.
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Potentially Contaminated Land Code

- **Clause E2.5 A1** – the proposal was identified as being potentially contaminated land, and the proposal did not include the certification of the Director (of the EPA) that the site is suitable for the intended use, as prescribed by the acceptable solution.

Performance Criteria	Proposal
<i>“P1 - Land is suitable for the intended use, having regard to:</i>	See below assessment.
(a) <i>an environmental site assessment that demonstrates there is no evidence the land is contaminated; or</i>	An environmental site assessment was undertaken for the site, in support of the application. The assessment concludes that there were no human health guideline exceedances, and therefore no human risk associated with the proposal. It concludes that whilst hydrocarbons were detected, the level is below the prescribed guideline limits for the proposed use. In relation to management of excavation on-site, the assessment concludes that heavy metals were identified as being present on the site and makes recommendation that any excavation associated with the proposal must be assessed for heavy metals, and any soil found to be Level 2 Material must be managed or disposed of in accordance with the relevant requirements. The report concludes that the site is appropriate for the proposed use, on the basis that the recommendations made are adopted. An appropriate condition has therefore been included in the recommended conditions above.
(b) <i>an environmental site assessment that demonstrates that the level of contamination does not present a risk to human health or the environment; or</i>	
(c) <i>a plan to manage contamination and associated risk to human health or the environment that includes:</i> i. <i>an environmental site assessment;</i> ii. <i>any specific remediation and protection measures required to be implemented before any use commences; and</i> iii. <i>a statement that the land is suitable for the intended use”.</i>	

Potentially Contaminated Land Code

- **Clause E2.6.2 A1** – the proposal was identified as being potentially contaminated land, and excavation is proposed. There is no associated acceptable solution to this clause.

Performance Criteria	Proposal
<i>“P1 - Excavation does not adversely impact on health and the environment, having regard to:</i>	See below assessment.
<i>(a) an environmental site assessment that demonstrates there is no evidence the land is contaminated; or</i>	As noted, an environmental site assessment was undertaken for the site which concludes that there were no human health guideline exceedances found on-site, and therefore no associated human risk. It concludes that while hydrocarbons were detected, the level is below the prescribed guideline limits for the proposed use.
<i>(b) a plan to manage contamination and associated risk to human health and the environment that includes:</i> <ul style="list-style-type: none"> <i>i. an environmental site assessment;</i> <i>ii. any specific remediation and protection measures required to be implemented before excavation commences; and</i> <i>iii. a statement that the excavation does not adversely impact on human health or the environment”.</i> 	<p>In relation to management of excavation on-site, the assessment concludes that heavy metals were identified as being present on the site and makes recommendation that any excavation associated with the proposal must be assessed for heavy metals, and any soil found to be Level 2 Material must be managed or disposed of in accordance with the relevant requirements.</p> <p>The report concludes that the site is appropriate for the proposed use, on the basis that the recommendations made are adopted. An appropriate condition has therefore been included in the recommended conditions, above.</p>

Road and Railway Assets Code

- **Clause E5.5.1 A2** – the proposal is to intensify the use of an existing vehicle access. The proposed development is expected to generate a total of 46 vehicle movements per day, based on 16 concrete truck loads. This is greater than the 10-vehicle movement increase prescribed by the acceptable solution.

Performance Criteria	Proposal
<i>“P2 - Any increase in vehicle traffic at an existing access or junction in an area subject to a speed limit of more than 60km/h must be safe and not unreasonably impact on the efficiency of the road, having regard to:</i>	See below assessment.
<i>(a) the increase in traffic caused by the use;</i> <i>(b) the nature of the traffic generated by the use;</i>	<p>The proposed development is expected to generate 32 truck vehicle movements per day (16 concrete truck loads) with delivery inputs averaging 14 movements per day (seven deliveries). The nature of traffic generated by the proposed development would consist of heavy vehicles responsible for the delivery of materials and finished product to and from the site.</p> <p>The daily vehicle movements are consistent with those of nearby commercial and industrial warehousing activities.</p>
<i>(c) the nature and efficiency of the access or the junction;</i>	The access to the rear of the site over 1061 Cambridge Road has been designed to meet industrial access standards. The access will be sealed as part of the conditions of the subdivision permit, SD-2018/22, prior to the commencement of the proposed use, if approved.
<i>(d) the nature and category of the road;</i>	Cambridge Road forms a major arterial road servicing the residential, commercial and industrial nodes within Cambridge. Cambridge Road has direct access to the Tasman Highway at either end of the township. Cambridge Road is subject to a posted speed limit of 70km/h and is designed to service the industrial estates within Cambridge.
<i>(e) the speed limit and traffic flow of the road;</i>	Council’s Development Engineer has considered that the proposal is not likely to unreasonably impact upon the safety and efficiency of the surrounding road network as the infrastructure provided within the industrial estate has been specifically designed to cater for the volumes and type of industrial traffic related to the proposed use and development.

<i>(f) any alternative access to a road;</i>	The access to the rear of the site over 1061 Cambridge Road has been designed to meet industrial access standards. There is no alternative access arrangement possible to the site as direct access to the Tasman Highway is prohibited due to the Tasman Highway being a higher order road.
<i>(g) the need for the use;</i>	The proposed use is capable of being supported by the existing road network providing access to the nearby State road network. Council's Development Engineer is satisfied that the proposal would not exceed the service capacity of the road network nor create conflict between users.
<i>(h) any traffic impact assessment; and</i>	A traffic impact assessment was not submitted (or required) as part of the proposal.
<i>(i) any written advice received from the road authority".</i>	Cambridge Road is a Council-maintained road, and Council's Development Engineer is satisfied that the proposal is reliant upon an existing access that has been designed to cater for a development of the nature proposed.

Road and Railway Assets Code

- **Clause E5.6.1 A1** – the proposal is to develop land within the 50m distance prescribed by the acceptable solution of the Tasman Highway, being a Category 1 road.

Performance Criteria	Proposal
<i>"P1 - The location of development, from the rail network, or a Category 1 road or Category 2 road in an area subject to a speed limit of more than 60km/h, must be safe and not unreasonably impact on the efficiency of the road or amenity of sensitive uses, having regard to:</i>	See below assessment.
<i>(a) the proposed setback;</i>	The proposed retaining wall would be sited 3m from the southern boundary, shared with the Tasman Highway reservation. The proposed silos and hopper would be sited within 50m of the southern boundary.

	The structures and their use as part of the proposed concrete batching plant would have no impact upon the efficiency of the Tasman Highway in that the proposed use is not a sensitive use that would be compromised by traffic noise associated with the adjacent highway.
(b) <i>the existing setback of buildings on the site;</i>	There are no existing buildings on-site to form a reference point for the setback of the new structures.
(c) <i>the frequency of use of the rail network;</i>	not applicable
(d) <i>the speed limit and traffic volume of the road;</i>	The proposal would not be compromised by the location of the retaining wall structure and associated infrastructure within proximity of the highway, in relation to noise.
(e) <i>any noise, vibration, light and air emissions from the rail network or road;</i>	The emissions created by the highway would not have an adverse impact upon the proposed use, noting that the use is not identified as a sensitive use.
(f) <i>the nature of the road;</i>	The development is for a use within the manufacturing and processing use class of the Scheme, which is defined as being a use permitted within the Light Industrial Zone. The location is appropriate for the use, and the proximity of the site to the highway would not compromise the efficiency of the road network at this location.
(g) <i>the nature of the development;</i>	
(h) <i>the need for the development;</i>	
(i) <i>any traffic impact assessment;</i>	A traffic impact assessment was not submitted (or required) as part of the proposal.
(j) <i>any recommendations from a suitably qualified person for mitigation of noise, if for a habitable building for a sensitive use; and</i>	not applicable
(k) <i>any written advice received from the rail or road authority”.</i>	The proposal was referred to the Department of State Growth (DSG) as part of the consideration of this application. No comments were received in response.

Stormwater Management Code

- **Clause E5.5.1 A2** – the proposed development would result in an impervious area in excess of 600m² as prescribed by the acceptable solution.

Performance Criteria	Proposal
<i>“P2 - A stormwater system for a new development must incorporate a stormwater drainage system of a size and design sufficient to achieve the stormwater quality and quantity targets in accordance with the State Stormwater Strategy 2010, as detailed in Table E7.1 unless it is not feasible to do so”.</i>	<p>The applicant has proposed that in response to this requirement, all stormwater runoff from the proposed development be treated and discharged from the site using WSUD principles to achieve stormwater quality and quantity targets prescribed in the State Stormwater Strategy 2010.</p> <p>A series of appropriate and detailed conditions have been included to this effect and would ensure that the proposal achieves compliance with the Performance Criteria, as required.</p>

5. REPRESENTATION ISSUES

The proposal was advertised in accordance with statutory requirements and two representations were received. The following issues were raised by the representors.

5.1. Inappropriateness of Development for Area

The representations raise concerns that the use is not appropriate for the area, in that it “contravenes” current zoning, would be sited within proximity of businesses involved in food preparation, near to residential development and would be a deterrent to future (more appropriate) businesses to the Cambridge area. It is submitted by the representations that the use is defined as “bulky goods sales” on the basis that aggregate would be stockpiled and handled, and concrete would be processed and sold in bulk from the site.

- **Comment**

The proposed use is correctly defined as being within the Manufacturing and Processing Use Class as defined by the Scheme, which is a permitted use within the Light Industrial Zone. This Use Class is defined as *“use of land for manufacturing, assembling or processing products other than Resource processing. Examples include boat building, brick making, cement works, furniture making, glass manufacturing, metal and wood fabrication, mineral processing and textile manufacturing”*.

The proposal is consistent with those Local Area Objectives and Desired Future Character Statements relevant and meets the relevant Use and Development Standards of the zone. The Scheme allows for such use meaning that this issue is not of determining weight.

5.2. Dust and Noise Emissions

Concern is raised by the representations that the dust and noise emissions likely as part of the proposal would create conflict with nearby uses and have a detrimental impact upon existing (and possible future) businesses in the surrounding area. The use is likened by the representations to a “working quarry” in terms of the likely noise and dust emissions.

- **Comment**

The proposal is for an industrial use within an industrial area, and the development is compliant, with the inclusion of appropriate conditions, with the acceptable solutions and performance criteria in relation to possible noise (and dust) emissions. Advice has been included in relation to possible nuisance and dust suppression measures proposed for the site.

The site is not, however, within 100m of a residential zone, meaning that those standards of the Scheme that relate to hours of operation, commercial vehicle movements and outdoor work areas are not relevant considerations in relation to the proposal. While it is acknowledged that the proposal is likely to generate noise at times, Clause 24.3.2 of the Scheme provides specific noise emission targets in relation to nearby residential land. It does not require consideration of noise impacts in relation to adjacent industrial land use.

5.3. Vibration of Plant and Machinery

Concern is raised by the representations that the development would create conflict with adjacent land use in that vibrations associated with the use.

- **Comment**

A possible impact upon amenity (within an industrial area) caused by anticipated vibrations associated with a use is not a relevant consideration under the Scheme. It is therefore not of determining weight in relation to this application.

The Environmental Management and Pollution Control (Noise) Regulations 2016 and the *Environmental Management and Pollution Control Act 1994* (EMPCA) provide controls and restrictions upon noise, and associated vibration of plant and machinery. This legislation is independent of the Scheme and is intended to ensure that noise and other emissions (including vibration) does not compromise the amenity of an area, and advice has been included in relation to these requirements.

5.4. Visual Impact

Concern is raised by the representations that the development would not be sufficiently screened from nearby public spaces, or from nearby and adjacent industrial land. The representors submit that the plans do not accurately reflect the nature of the proposed and likely future use of the site.

- **Comment**

The proposal is considered to satisfy the performance criteria of Clause 24.4.1 (P1) in relation to building height and Clause 24.4.2 (P1) and (P3) in relation to setbacks for the reasons provided in Section 4 of this assessment. While it is acknowledged that the silos would be 9.774m in height, the structures would be consistent with other nearby industrial development in the vicinity of the site.

Screening landscaping is proposed for a 3m width where adjacent to the Tasman Highway frontage of the site. This meets the requirements of Clause 24.4.5 of the Scheme, and appropriate conditions have been included above in relation to the detail and bonding of the landscaping works required.

In relation to the accuracy of the plans, the application has been assessed against the relevant requirements of the Scheme and if a planning permit is granted by Council this is based on the details of the submitted plans and associated permit conditions, and the development must be undertaken in accordance with the approved plans. This, and the issues identified above, are therefore not of determining weight.

5.5. Traffic Impacts

The representations raise concerns that the proposed parking, access and circulation areas are inadequate for the proposed use, specifically in relation to the gravel surface proposed for the site. The lack of information relating to the sealing of the right-of-way is also identified by the representations as being of concern, with submission made that the construction must be to a standard sufficient to support loaded concrete trucks as part of the proposed use.

- **Comment**

The Parking and Access Code requires the provision of one parking space for the proposal, based on a requirement for one space per 50m² of floor area. This space is proposed to be adjacent to the proposed site office, and Council's Development Engineer is satisfied that the proposal provides sufficient area for on-site manoeuvring of vehicles associated with the proposed use.

A series of engineering conditions have been included in the recommended conditions to ensure that the development is constructed in accordance with the relevant Australian and Municipal Standards for access, and service provision associated with the proposal.

The right-of-way to provide access to the site has been approved by the Planning Permit granted under SD-2018/22 for the subdivision of the site. The approved plan shows the right-of-way as being constructed using a two-coat seal, and Council's Development Engineer is satisfied that this is an appropriate surface for the development proposed. A bond has been taken by Council for these works, which must be undertaken to Council's satisfaction prior to the commencement of use.

This issue is therefore not of determining weight.

6. EXTERNAL REFERRALS

The proposal was referred to TasWater, who have provided a number of conditions to be included on the planning permit if granted.

The application was referred to the Environment Protection Authority (EPA), which advised that the proposed concrete batch plant is not listed as a Level 2 Activity under Schedule 2 of EMPCA.

The proposal was referred to the Department of State Growth (DSG) as part of the consideration of this application. No comments were received in response.

7. STATE POLICIES AND ACT OBJECTIVES

7.1. The proposal is consistent with the outcomes of the State Policies, including those of the State Coastal Policy.

7.2. The proposal is consistent with the objectives of Schedule 1 of LUPAA.

8. COUNCIL STRATEGIC PLAN/POLICY IMPLICATIONS

There are no inconsistencies with Council's adopted Strategic Plan 2016-2026 or any other relevant Council Policy.

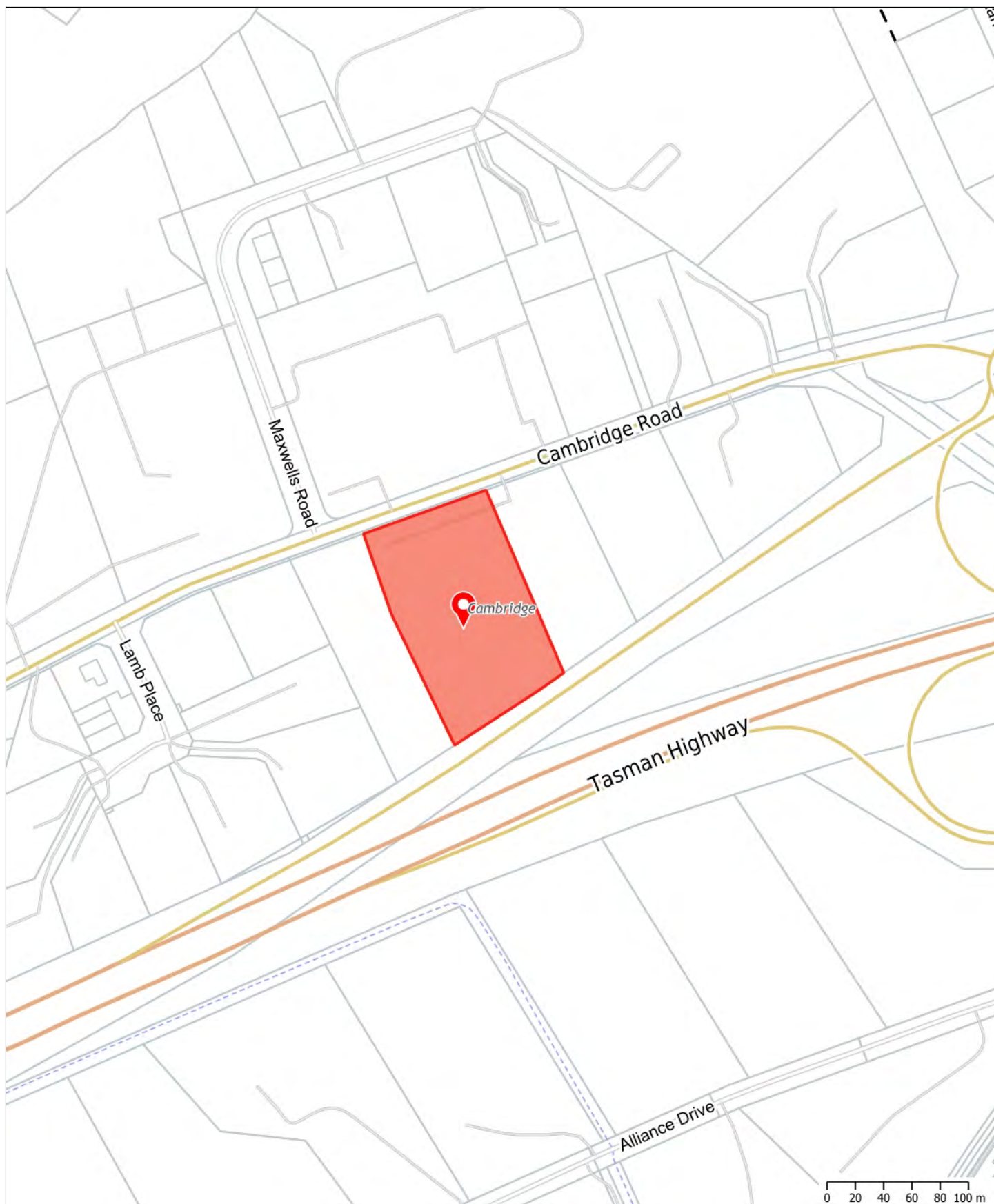
9. CONCLUSION



The proposal for a Concrete Batch Plant at 1063 Cambridge Road, Cambridge is considered to comply with all relevant acceptable solutions and performance criteria of the Scheme and is accordingly recommended for conditional approval.

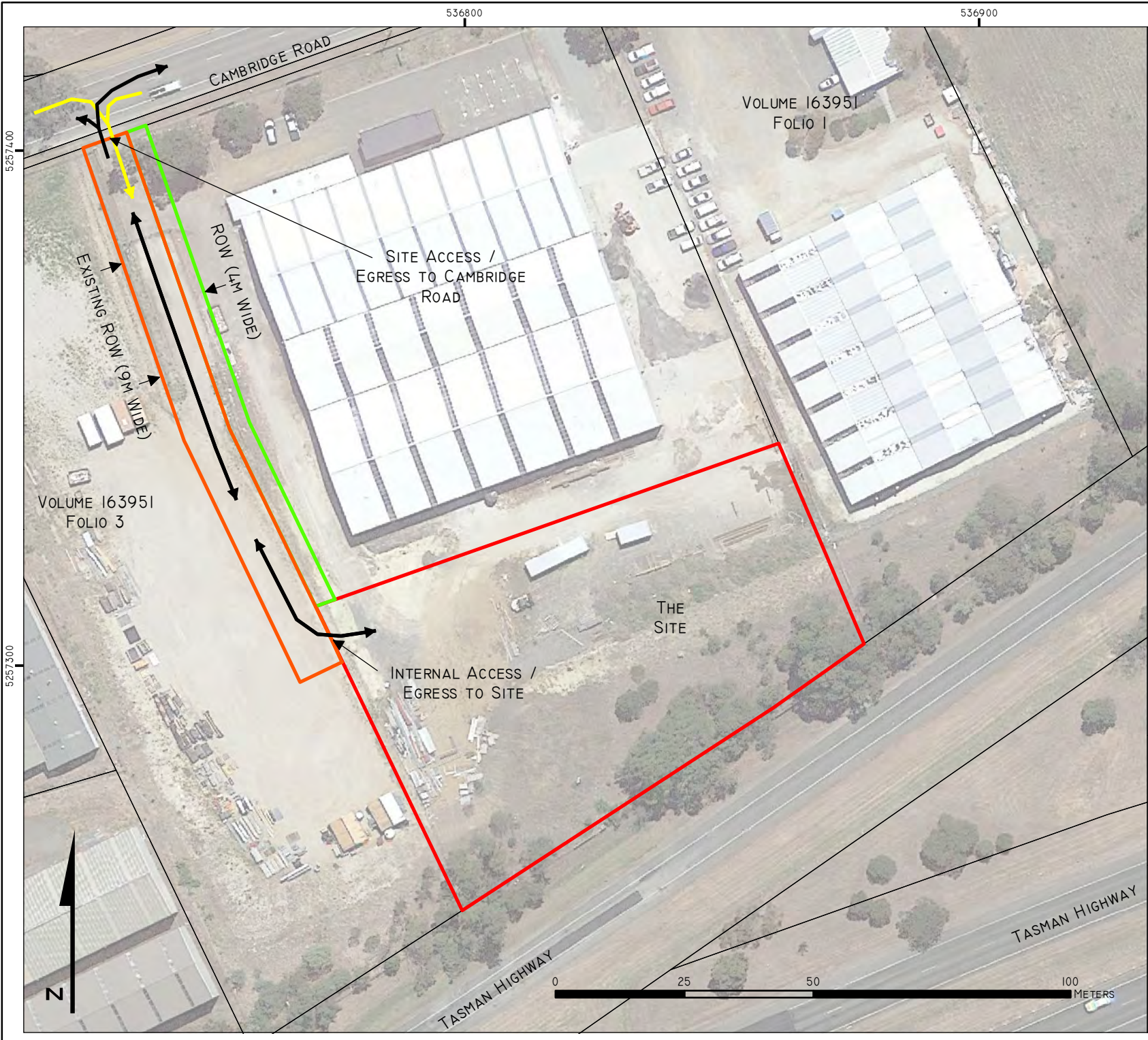
Attachments: 1. Location Plan (1)
2. Proposal Plan (11)
3. Site Photo (2)

Bruce Gibbs
ACTING MANAGER CITY PLANNING

Council now concludes its deliberations as a Planning Authority under the Land Use Planning and Approvals Act, 1993.



	<p>This map has been produced by Clarence City Council using data from a range of agencies. The City bears no responsibility for the accuracy of this information and accepts no liability for its use by other parties.</p>	<p>3/03/2020</p>	
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CAMBRIDGE ROAD
BATCH PLANT

DEVELOPMENT APPLICATION

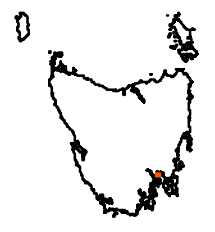
FIGURE 5: ACCESS / EGRESS
TO THE CAMBRIDGE
ROAD BATCH PLANT

TASMAP: HOBART 5225	LGA: CLARENCE
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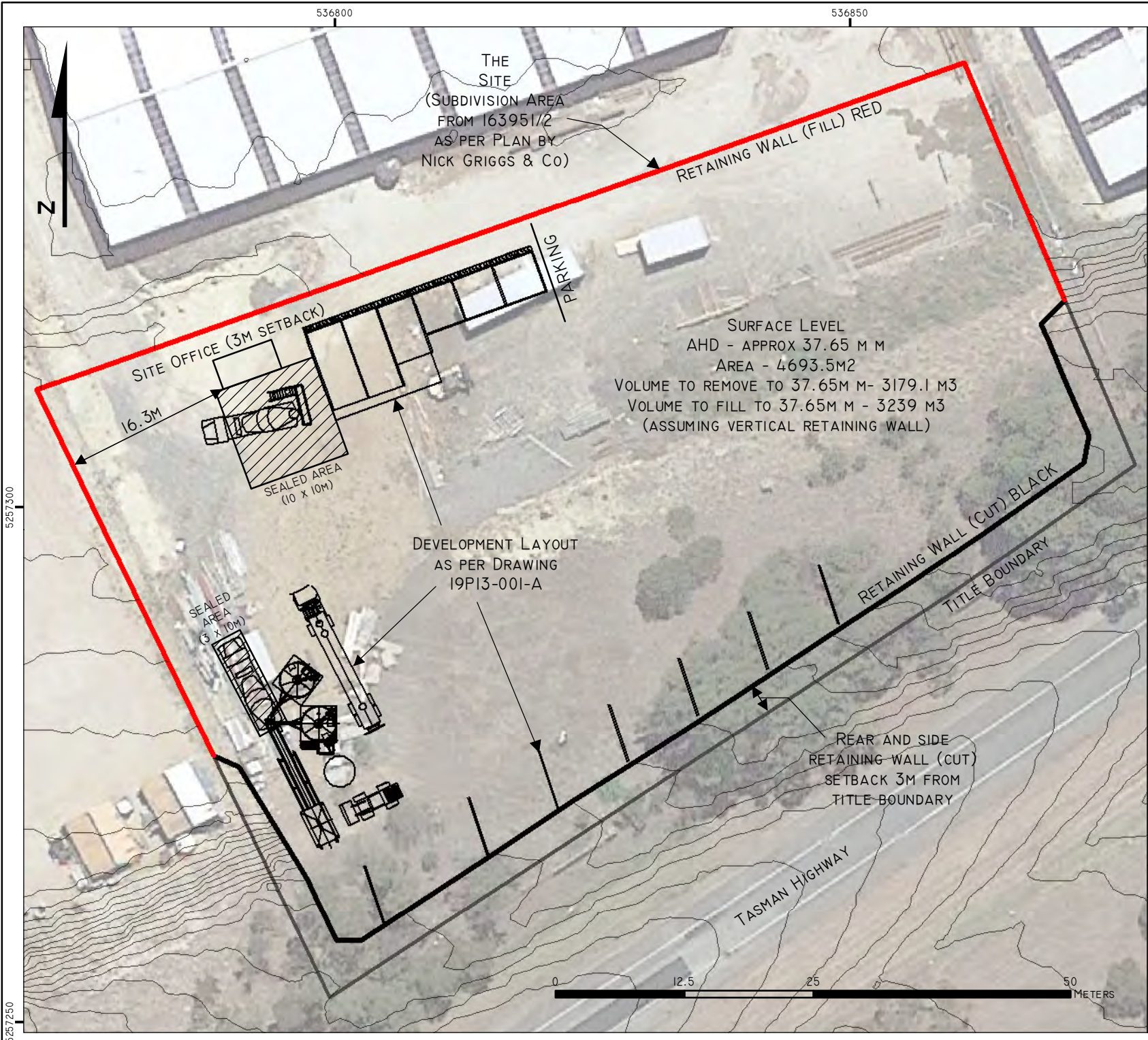
BASE DATA BY TASMAP. © STATE OF TASMANIA
BASE IMAGE © GOOGLE EARTH



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PO Box 1 NEW TOWN TAS 7008



DATUM: GDA94 GRID: MGA ZONE 55 SCALE: @A4 - 1:1000
CLIENT: GADTECH MATERIALS PTY LTD
DATE: 15TH JULY 2019



CAMBRIDGE ROAD BATCH PLANT

DEVELOPMENT APPLICATION

FIGURE 6: DEVELOPMENT AT
THE CAMBRIDGE
ROAD BATCH PLANT

TASMAP: HOBART 5225	LGA: CLARENCE
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PO Box 1 NEW TOWN TAS 7008



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CLIENT: GADTECH MATERIALS PTY LTD
DATE: 15TH JULY 2019

I attach Figure 8 which shows the area proposed to be planted/maintained for a landscape treatment to satisfy A1 under the current application.

A1 is being relied upon as landscaping is present, and will be enhanced at the frontage to the highway by the addition of shrubs.

The objective of the provision is to ensure a safe and attractive landscaping treatment enhances the appearance of the site - a 3 m wide shelter-belt planted at an appropriate density and with the right species will achieve that objective. Careful selection of the species will ensure that their roots are not aggressive invaders of the retaining wall to be built adjacent.

The nearest residential zone is on the other side of the highway, so visual amenity is already impacted by the presence of the highway, which is addressed by the trees along the highway (to the rear of the site).

The plantings would comprise species of *Allocasuarina*, *Banksia*, *Grevillea*, *Leptospermum*, *Dodonaea*, *Melaleuca* and *Acacia*. Shrub forming species that would grow to attain a height at that location of at least 2 m would be used. Species would be selected on their availability, tolerance of the exposed conditions and soil types present - advice, and the plants themselves, would be sought from a suitably qualified nursery plant provider or providers (eg Westland Nurseries, Greenhill Nursery, Granton Plants).

Eucalypts, such as Tasmanian blue gum (as was proposed by the previous plan), are not appropriate for the location as they eventually provide no screening at their base, the trees grow so fast that the canopy which provides screening is spatially relocated above the ground, so the screening effect decreases over time as the trees grow. Even with shrub species, eucalypts tend to dominate the soil profile with their roots, making survival of other shrubs and undercover plants less likely over time.

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FIGURE 8: LANDSCAPING
ZONE AT THE CAMBRIDGE
ROAD BATCH PLANT

TASMAP:
HOBART
5225

LGA:
CLARENCE



LANDSCAPING ZONE

BASE DATA BY TASMAP. © STATE OF TASMANIA
BASE IMAGE © GOOGLE EARTH

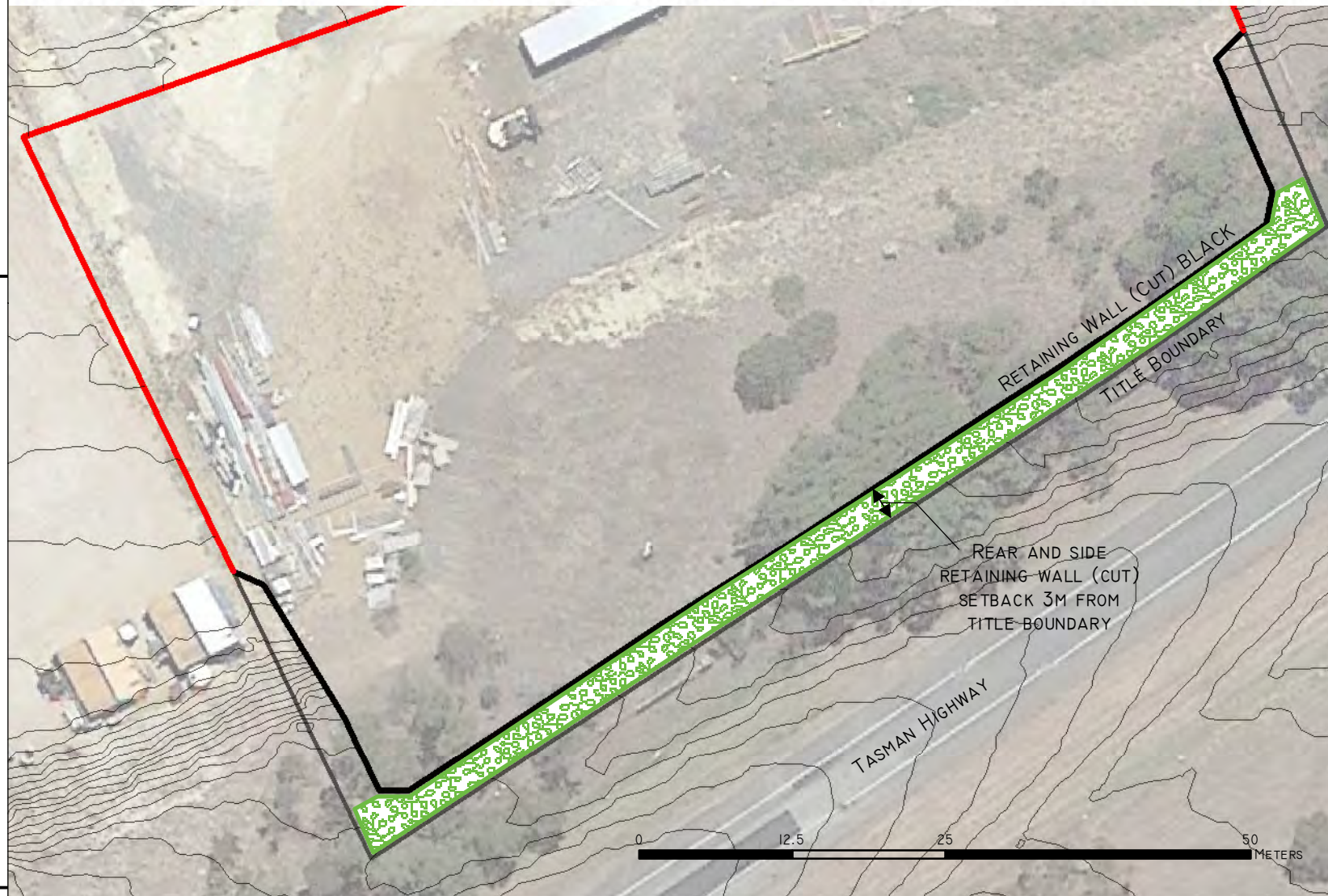
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PO Box 1 NEW TOWN TAS 7008

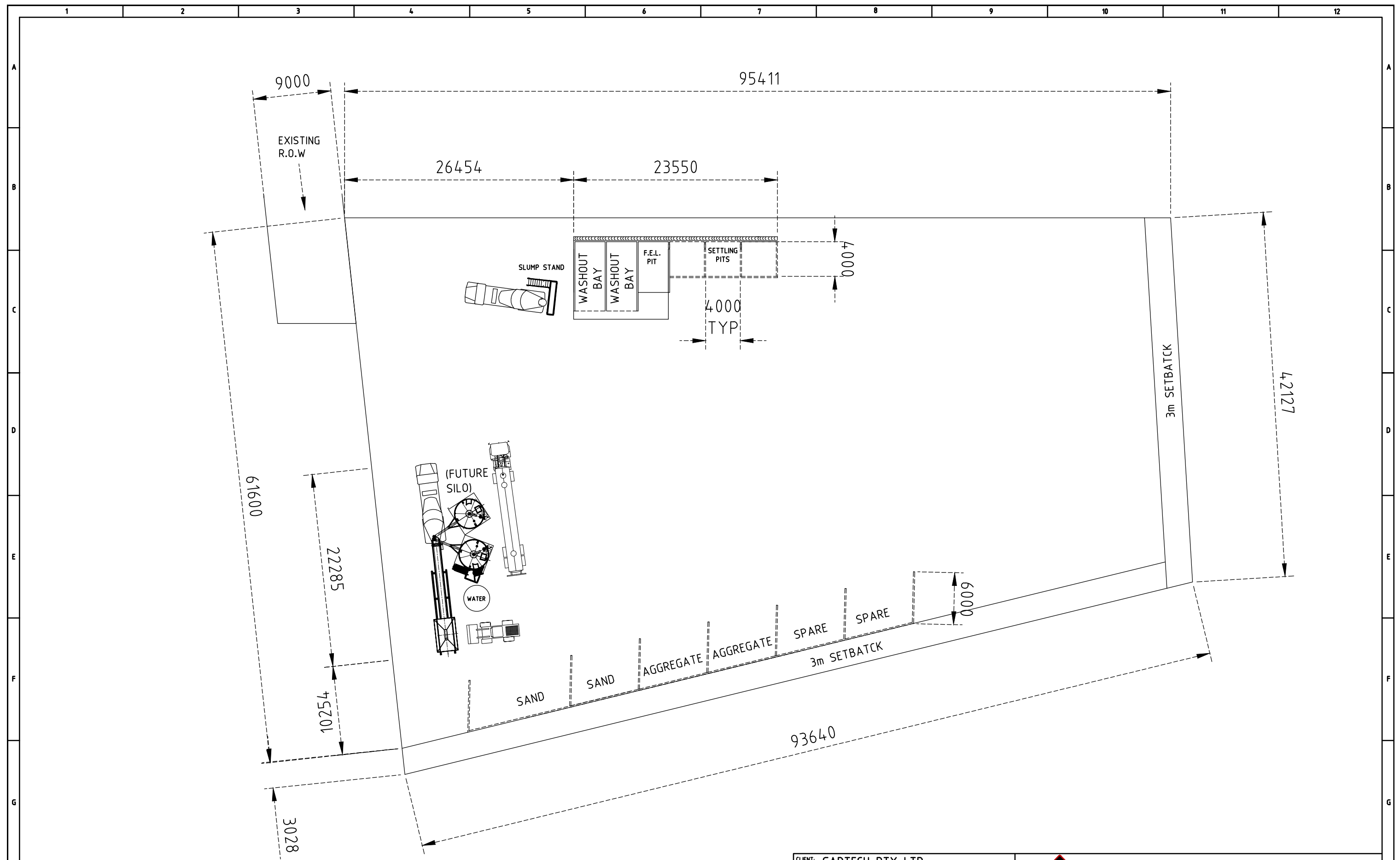


DATUM: GDA94
GRID: MGA ZONE 55
SCALE: @A4 - 1:500

CLIENT:
GADTECH
MATERIALS
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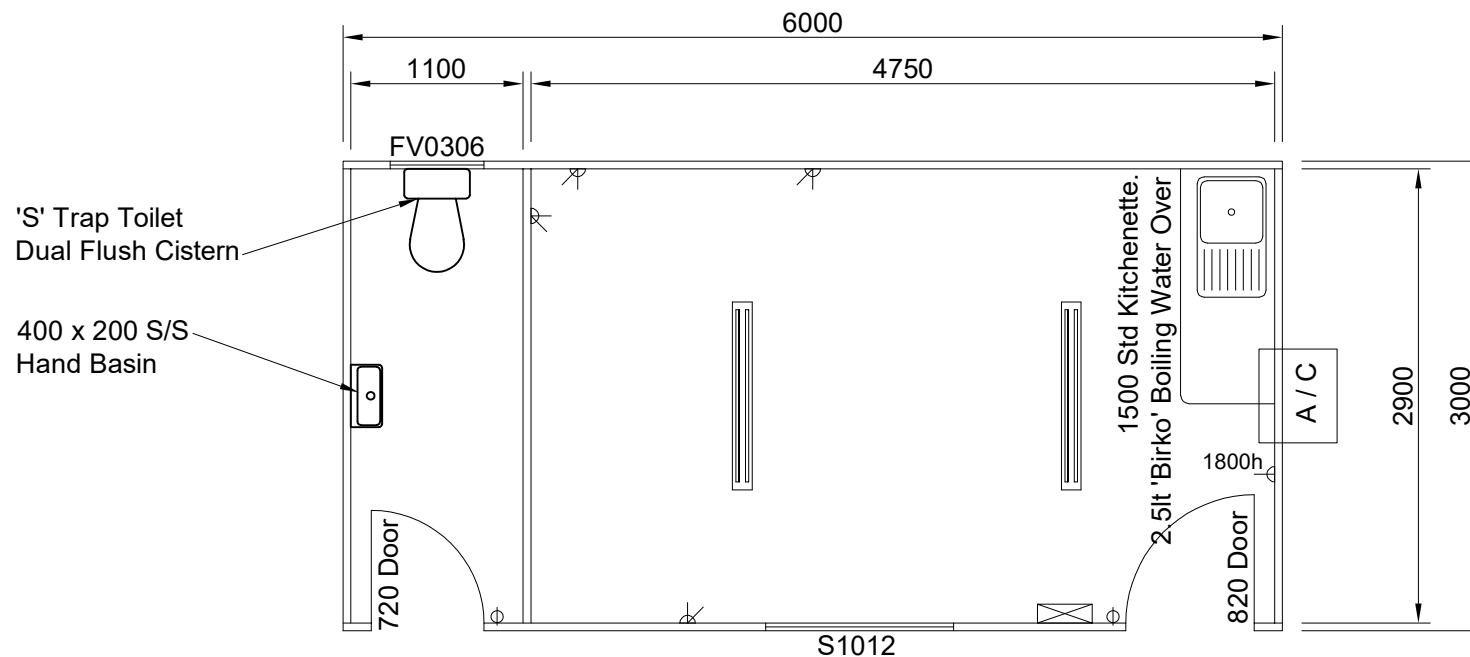




<div><div><div>CLIENT: GADTECH PTY LTD</div><div>PROJECT: CAMBRIDGE ROAD BATCH PLANT</div></div><div><div><div><div>TYLDEN EQUIPMENT SALES</div><div><div><div><div><div></div><div>Barry & Martin Engineering Pty Ltd - A.B.N. 51 453 537 786</div><div>Office & Factory - 1906 Trentham Road, Kyneton, Victoria, 3444.</div><div>Postal Address - P.O. Box 614, Kyneton, Victoria, 3444.</div></div><div><div>P: 03 5422 3122</div><div>F: 03 5422 3226</div></div></div></div></div></div></div></div></div>																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
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Attachment 4 Crib Room (including toilet)





LEGEND :



= 10a Double GPO (300h U.N.O)



= 36w Twin Fluro with Diffuser



= Single Gang Ligth Switch



= Sub Board (12 Pole Enclosure)

- All Double GPO's at 300 high, unless noted otherwise.

TASBULK

2 WEILY PARK ROAD, BRIGHTON INDUSTRIAL ESTATE
BRIGHTON, TAS 7030

P (03) 6263 6833 F (03) 6263 6844

© COPYRIGHT 2015

Project

6 x 3m - Custom

Drawing

Floor Plan

Scale

1:50

Drawn

D.R

Date

Agenda Attachments - 1063 Cambridge Road, Cambridge

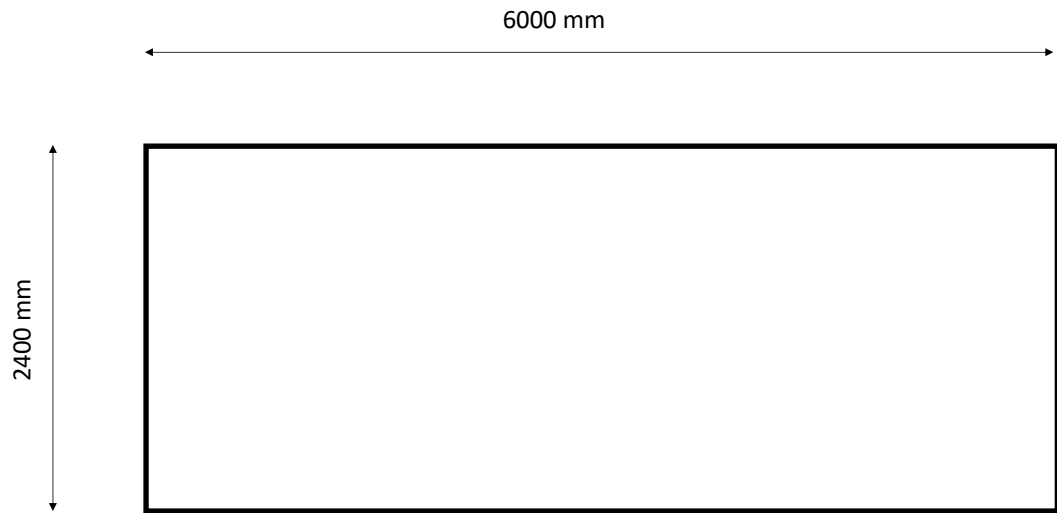
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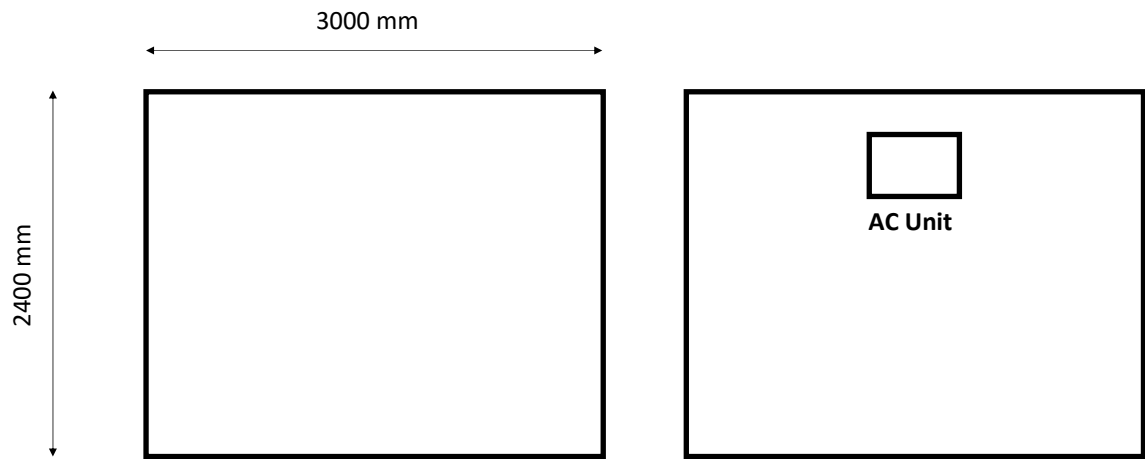
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Drawing No

Page 8 of 14

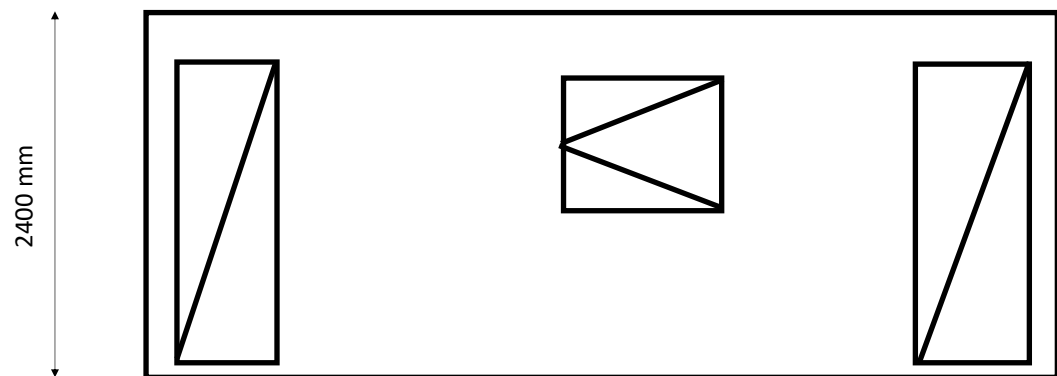


Rear View



Left Side View

Right Side View



Front View

Scale: 1:50

PART B - ACTIVITY DESCRIPTION

The development and use is that of a concrete batch plant at 1063 Cambridge Road.

B.1 TIMEFRAME FOR ACTIVITY

It is anticipated that the use will commence in late 2019.

B.2 PROPOSED LAYOUT

The proposed layout of the development and use is shown in Figure 6 and the Technical Drawings in Attachment 3.

B.2.1 Batching equipment

The mixing of concrete is via a hopper and conveyor for the inclusion of sand and aggregate into the process. A silo holds the cement dust. The image below shows the general layout and scale of the operation – the office depicted is not proposed in this application, a 6 x 3 m crib room fitted with a toilet is proposed (see Figure 6 and Attachment 4).



B.2.2 Silos

One silo to hold cement dust will be installed initially, with a second to be installed later (likely mid 2020). The application is to install both silos as depicted in the Technical Drawings and Figure 6.

B.2.3 Washout – settling pond bays

A series of bays will be constructed at the northern end (frontage) of the site to be used as washout bays (x2) for concrete trucks and smaller bays for overflow of wash out water.

The settling pits (x3) will receive water that overflows from the washout bays which will then be used. The bays will be sunken into the fill that is to be installed as part of producing a level surface for the site. The picture below shows a comparable setup to that which will be installed as part of this application.



Periodically, the washout bays and settling ponds will be cleaned out with an excavator or front-end loader and material reused in concrete batching (the recovered gravel, sand and/or aggregate can be reused in the manufacture of concrete, it is not wasted).

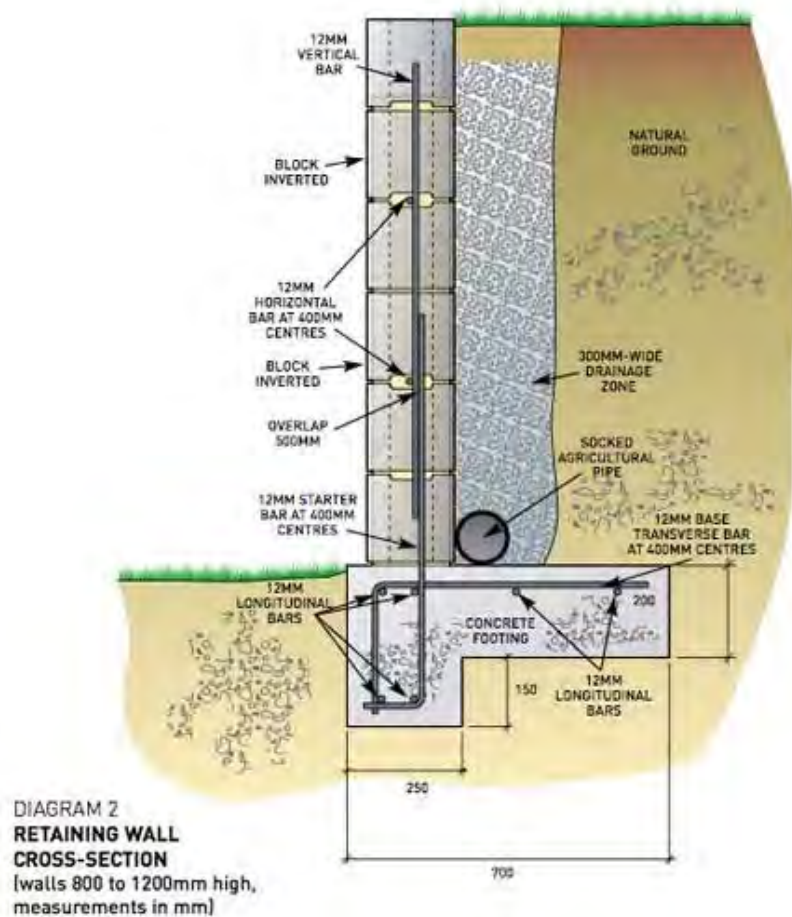
B.2.4 Material Holding Bays

A series of bays will be installed in conjunction with the retaining wall (see below) at the rear of the site – these will hold sands and aggregates. Trucks will enter the site and unload into the bays from where a front-end loader will collect the materials for mixing in the batch plant. Material (sands, aggregates, etc) will be delivered as required by the plant.

B.3 RETAINING WALL

A cut and fill (neutral) excavation is proposed to establish a flat area at around 37.65 m AHD (Figure 6) given the irregularities of heights at the existing site (see contours in Figure 2).

The retaining wall is to be constructed along the frontage of the site and around the rear and side boundaries to achieve the desired level, as depicted in Figure 6. The retaining wall would be of a vertical height of around 1,200 mm. A Standard 250 Series block from Island Block and Paving (grey in colour) would be used. Footings and drainage arrangements of the wall would be engineered to suit the site-specific conditions but would be comparable to those depicted below.



B.4 SERVICES

B.4.1 Water

A Taswater mains water connection is to be installed for the site as part of Planning Permit SD2018-22. The 3 x 6 crib room (with toilet) will be connected to mains water. There is already a Fire Hydrant on the site.

B.4.2 Power and lighting

Electricity will be connected to the site from the existing electricity network along Cambridge Road. Lighting, if any, would be to area trucks backup to load and the slump stand in-front of site office.

B.4.3 Sewer

A connection to the Taswater sewer network is to be installed for the site as part of Planning Permit SD2018-22. The 3 x 6 crib room (with toilet) will be connected to the sewer.

B.4.4 Stormwater

Stormwater drainage will be connected to the site as part of Planning Permit SD2018-22.

B.4.5 Access

Ingress and egress are via the ROW (on 1061 Cambridge Road) onto Cambridge Road (Figure 5).

1063 CAMBRIDGE ROAD (WITH ACCESS OVER 1061 CAMBRIDGE ROAD)



Photo 1: Site viewed from Cambridge Road, viewed looking southeast over the right of way access to the site.



Photo 2: Site of proposed development viewed from the Tasman Highway, looking northwest



Photo 3: Site of proposed development viewed from southern property boundary looking northeast



Photo 4: Site of proposed development viewed southern property boundary looking northwest

11.4 CUSTOMER SERVICE**11.4.1 CUSTOMER SERVICE CHARTER REVIEW****EXECUTIVE SUMMARY****PURPOSE**

To adopt a revised Customer Service Charter 2020.

RELATION TO EXISTING POLICY/PLANS

The changes sought will not impact on any pre-existing policies or strategies of Council.

LEGISLATIVE REQUIREMENTS

In accordance with the *Local Government Act 1993*, Section 339F(4), a review of the Customer Service Charter is required to be undertaken within 12 months of the last Council election. The Charter was reviewed in October 2019 and the Customer Service Charter 2019 adopted by Council. Since that time consideration has been given to the reasonableness and achievability of certain timeframes specified in the Charter.

CONSULTATION

Discussions were undertaken internally with the Corporate Executive Committee and other key personnel. The proposed amendments to the Charter were also discussed at a recent workshop.

FINANCIAL IMPLICATIONS

There will be some minor costs associated with the production of a new brochure, which will be funded within the current budget allocation.

RECOMMENDATION:

That Council adopts the Customer Service Charter 2020.

ASSOCIATED REPORT**1. BACKGROUND**

In accordance with the *Local Government Act 1993*, Council is to review its Customer Service Charter within 12 months of each Local Government election. The Charter was reviewed in 2019 with the revised document being adopted by Council at its Meeting on 21 October 2019.

2. REPORT IN DETAIL

- 2.1.** The Customer Service Charter is a public expression of Council’s attitude towards Council customers and the provision of service. It is a commitment to delivering a high quality of service to Council customers and it is focussed on what a customer can expect when dealing with Council.
- 2.2.** The Charter details Council’s service commitment to customers including:
- key service delivery timeframes;
 - contact information for Council and key external organisations;
 - complaint and privacy information;
 - a service framework for staff; and
 - service expectations of our customers.
- 2.3** In accordance with the requirements of the Local Government Act, Council reviewed the 2016 Charter in October 2019. Since then, consideration has been given to the 10-day timeframe to respond to correspondence. Of the ten days, a minimum of two days are lost because of a weekend or three in the case of a public holiday long weekend. If correspondence is received late in the week the ten days will contain two weekends resulting in the loss of four days or five in the case of a public holiday weekend. This leaves the days remaining to deal with the correspondence as only five to six. Such a short timeframe is considered unachievable and, in some circumstances, unreasonable. It is therefore considered that a more appropriate timeframe would be 10 business days which will allow 10 actual days to deal with the correspondence and provide a more efficient and effective service delivery to the community.
- 2.4** The framework, layout and content of the document remains virtually unchanged from the 2019 version. References to “days” have been changed to “business days” to reflect the suggested revised timeframes.
- 2.5** The Customer Service Charter will be made available to the public via Council’s offices and website.

3. CONSULTATION

3.1. Community Consultation Undertaken

Not applicable.

3.2. State/Local Government Protocol

Not applicable.

3.3. Other

Discussions were undertaken internally with the Corporate Executive Committee and other key personnel.

3.4. Further Community Consultation

Not applicable.

4. STRATEGIC PLAN/POLICY IMPLICATIONS

No implication for existing strategies or policies.

5. EXTERNAL IMPACTS

No significant impacts.

6. RISK AND LEGAL IMPLICATIONS

Nil.

7. FINANCIAL IMPLICATIONS

There will be some minor costs associated with the production of a new brochure, which will be funded within the current budget allocation.

8. ANY OTHER UNIQUE ISSUES

No other relevant issues

9. CONCLUSION

That Council endorses and adopts the Customer Service Charter 2020.

Attachments: 1. Customer Service Charter 2020 – Tracked Changes (8)
2. Customer Service Charter 2020 – Final Version (8)

Ian Nelson
GENERAL MANAGER

CLARENCE CITY COUNCIL

CUSTOMER SERVICE CHARTER

2020

~~2019~~

WE WANT TO DELIVER THE BEST SERVICE WE CAN AND OUR COMMITMENT TO YOU IS:

You can expect that:

- We will provide a prompt, friendly, courteous and efficient service
- We will provide clear and accurate information
- We will respect, listen and respond to your concerns
- We will respect your privacy
- We will keep you informed of the progress of your enquiry

We will:

- Greet you in a friendly way and identify ourselves
- Have our customer service counters attended at all times
- Answer and return telephone calls promptly
- Respond to your correspondence promptly
- Be helpful and sensitive to your needs
- Communicate clearly and in plain language
- Work with you to solve problems

You can help us by:

- Treating our staff with respect
- Respecting the rights of other people
- Providing accurate and complete information in your dealings with us
- Respecting the community in which we live
- Working with us to solve problems

**WE WILL DEAL WITH YOUR ENQUIRY AS QUICKLY AS POSSIBLE.
THE FOLLOWING STANDARDS PROVIDE YOU WITH A GUIDE ON HOW WE WILL RESPOND.**

Service	Standard
We Will:	
Answer your telephone call	Within 5 rings
Return your call	1 business working day
Reply to your correspondence	10 business days
Acknowledge your correspondence if a detailed reply is required that may take additional time to research within	10 business days
Respond to posts on social media posts (Facebook and Twitter)	1 0.5 business working day
Respond to complaints within (dissatisfaction of service)	10 business days
Notify you if there is likely to be a delay in our service commitment	
Provide an after hours service for emergencies**	
Leave a "visit card" with contact details if we call to your residence and you are not home	
Endeavour to refer you to an appropriate service provider if Council cannot provide the service you require	
Building	
Process a Building Permit	7 business days
Process a Building Certificate	12 business days
Issue Building Completion Certificates	5 business days 7-days
Dogs	
Respond to urgent incidents	24 hours/7 days
Respond to routine incidents	1 business working day
Drainage / Stormwater	
Respond to drainage emergencies	24 hours/7 days
Respond to seepage/drainage problems within	10 business days

Environmental Health	
Respond to food complaints within	<u>2 business days</u> 48 Hours
Respond to urgent environment nuisances	24 hours/7 days
Inspect registered food premises	As per statutory requirement
Conduct immunisation clinics	Fortnightly
Conduct school immunisation clinics	As per recommended schedule
Finance	
Payment of accounts	By due date
Respond to written rates enquiries	10 <u>business</u> days
Fire Hazards	
Respond to fire hazard notifications	5 <u>business</u> days
Governance	
Conduct <u>Annual General Meeting AGM</u> and publish Annual Report	Each November/December
Publication of Council Newsletter	4 times <u>per</u> a year
Council meeting agenda made available <u>(Special Council Meetings)</u>	4 days prior to meeting <u>2 days prior to meeting</u>
Human Resources	
Acknowledge receipt of all job applications within	<u>10</u> <u>business</u> days
Respond to outcomes of applications on conclusion of interview process	10 <u>business</u> days
Planning / Subdivision	
Permitted application	28 days
Discretionary application	42 days

Plumbing

Process a Plumbing Permit

14 days

Undertake Plumbing Inspections

1 ~~business~~ working day

Roads

Inspect, assess and respond to requests about potholes, edge breaks and cracks

14 ~~business~~ days

Grade unsealed roads

3 times per year if required

Pick up identified large quantities of roadside litter on Council owned roads where a nuisance exists ~~within~~

5 ~~business~~ days

Attend to identified damaged road furniture

14 ~~business~~ days

Road sweeping of Council owned roads with kerb and gutter

Every ~~10~~ weeks

Waste*

Garbage Collection

Weekly

Recyclable Collection

Fortnightly

Green waste Collection

Every 4 weeks

~~Bulk waste Collection~~

~~Yearly~~

~~Note: This item to be removed from the Charter as it is a service provided annually subject to budget consideration by Council.~~

* Depending on the area in which you live, some services may not be available.

**An emergency is regarded as an incident that threatens life or property or one that may cause environmental harm.

COMPLAINTS

If you are not satisfied with our service in any respect, or we have made a mistake, please bring your complaint to us directly so that the matter can be resolved.

All staff are responsible for dealing with complaints relating to their area. Please contact the staff member who is dealing with your request and they will work with you so that the matter can be resolved.

A complaint can be made by phone, in person, in writing or by email. We will try to resolve the complaint as quickly as possible and get back to you by your preferred method of response. Anonymous complaints may only be accepted and dealt with if the matter is considered serious and there is a risk to persons and property.

While most problems can usually be resolved quickly, there are times when detailed investigation is required. If it will take time, we will keep you informed of the progress of your complaint.

If your complaint is of a serious ~~nature matter~~ or is a complex one, please put it in writing and address it to the General Manager, who will arrange for the appropriate manager to deal with it.

If you are still not satisfied with the outcome, you can ask for a review of your complaint by the General Manager who will investigate the matter and contact you about it.

You may also seek the advice of an Alderman who may take up the matter on your behalf.

If you are still not satisfied with Council's resolution to your complaint, there are other external avenues available:

- The Ombudsman
- Office of the Anti-Discrimination Commissioner
- Director, Division of Local Government, ~~Security & Emergency Management~~

While you can refer your complaint directly to these bodies at any time, we strongly encourage you to approach Council to investigate your complaint first.

Any administrative decision where Council has a statutory decision-making role may be subject to a further review under the *Judicial Review Act 2000*.

COMPLIMENTS

We welcome your compliments and want to recognise and celebrate our staff and the work they do to make Clarence the special place that it is. Please let us know if you think someone has done ~~-an -outstanding -job -or -the -City_-has -delivered -a -project -or -event -which -has~~ impressed you.

PRIVACY INFORMATION PROTECTION

Personal Information provided by a customer to Council is protected in accordance with the requirements of the *Personal Information Protection Act 2004*, ~~and~~ the *Right to Information Act 2009*, and Council's Privacy Policy.

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EXTERNAL ORGANISATIONS

The Ombudsman
Level 6, 86 Collins Street
HOBART TAS 7000
Phone: 1800 001 170
Email: ombudsman@ombudsman.tas.gov.au

Office of the Anti-Discrimination Commissioner
Level 1, 54 Victoria Street
HOBART TAS 7000
Phone: (03) 6165 7515 or 1300 305 062
Email: office@equalopportunity.tas.gov.au

Director
~~Local Government Division~~~~Division of Local Government, Security & Emergency Management~~
Department of Premier and Cabinet
Level 5, 15 Murray Street
HOBART TAS 7000
GPO Box 123, HOBART TAS 7001
Phone: (03) 6232 7022
Email: lgd@dpac.tas.gov.au

CONTACT COUNCIL

In person:

Council offices at 38 Bligh Street, Rosny Park
are open Monday to Friday 8.30am – 5.15pm.

By phone:

(03) 6217 9500

By email:

clarence@ccc.tas.gov.au

In writing:

The General Manager
PO Box 96, ROSNY PARK TAS 7018

Further help

If you are ~~deaf~~ hearing or speech impaired, contact us through the National Relay Service website internet-relay.nrsCALL.gov.au.

If you would like the support of translating or interpreting services, contact the Australian Government's Translating and Interpreting Service using their website www.tisnational.gov.au or by phone 131450.

Aldermen:

Contact details for the Mayor and Aldermen are located on Council's website www.ccc.tas.gov.au.

CLARENCE CITY COUNCIL

CUSTOMER SERVICE CHARTER

2020

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We will respect, listen and respond to your concerns
We will respect your privacy
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Respond to routine incidents	1 business day
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Respond to food complaints	2 business days
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Payment of accounts	By due date
Respond to written rates enquiries	10 business days

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Respond to fire hazard notifications	5 business days
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14 days

Undertake Plumbing Inspections

1 business day

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~~Bulk Waste Collection~~

~~Yearly~~

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While you can refer your complaint directly to these bodies at any time, we strongly encourage you to approach Council to investigate your complaint first.

Any administrative decision where Council has a statutory decision-making role may be subject to a further review under the *Judicial Review Act 2000*.

COMPLIMENTS

We welcome your compliments and want to recognise and celebrate our staff and the work they do to make Clarence the special place that it is. Please let us know if you think someone has done an outstanding job or the City has delivered a project or event which has impressed you.

PRIVACY INFORMATION PROTECTION

Personal Information provided by a customer to Council is protected in accordance with the requirements of the *Personal Information Protection Act 2004*, the *Right to Information Act 2009* and Council's Privacy Policy.

EXTERNAL ORGANISATIONS

The Ombudsman
Level 6, 86 Collins Street
HOBART TAS 7000
Phone: 1800 001 170
Email: ombudsman@ombudsman.tas.gov.au

Office of the Anti-Discrimination Commissioner
Level 1, 54 Victoria Street
HOBART TAS 7000
Phone: (03) 6165 7515 or 1300 305 062
Email: office@equalopportunity.tas.gov.au

Director
Local Government Division
Department of Premier and Cabinet
Level 5, 15 Murray Street
HOBART TAS 7000
GPO Box 123, HOBART TAS 7001
Phone: (03) 6232 7022
Email: lgd@dpac.tas.gov.au

CONTACT COUNCIL

In person:

Council offices at 38 Bligh Street, Rosny Park
are open Monday to Friday 8.30am – 5.15pm.

By phone:

(03) 6217 9500

By email:

clarence@ccc.tas.gov.au

In writing:

The General Manager
PO Box 96, ROSNY PARK TAS 7018

Further help

If you are hearing or speech impaired, contact us through the National Relay Service website internet-relay.nrscall.gov.au.

If you would like the support of translating or interpreting services, contact the Australian Government's Translating and Interpreting Service using their website www.tisnational.gov.au or by phone 131450.

Aldermen:

Contact details for the Mayor and Aldermen are located on Council's website www.ccc.tas.gov.au.

11.5 ASSET MANAGEMENT**11.5.1 SOUTH ARM OVAL MASTER PLAN – MARCH 2020**

(ECM: 3769335)

EXECUTIVE SUMMARY**PURPOSE**

To consider the next stage of implementation of the South Arm Oval Master Plan.

RELATION TO EXISTING POLICY/PLANS

Council's Strategic Plan 2016-2026 and Community Engagement Policy are relevant.

LEGISLATIVE REQUIREMENTS

Nil.

CONSULTATION

The South Arm Oval Master Plan has been subject to previous community consultation. Most recently, residents adjacent to the Skate Park and key stakeholders were advised of the South Arm Skate Park Noise Survey Council Workshop Outcomes on 23 December 2019.

FINANCIAL IMPLICATIONS

There is \$73,161 remaining within the 2019-2020 Passive Recreation Capital Works Budget for the South Arm Master Plan implementation. Any further development and/or implementation of the master plan, including in accordance with this report, will require Council approval and possibly additional funding.

RECOMMENDATION:

- A. That Council install vehicle barriers to prevent vehicle access onto the South Arm Oval as set out in Attachment 4 of the Associated Report to address associated safety implications and periodic night use of the skate park.
- B. That Council notes receipt of the jta Health, Safety and Noise Specialists "Noise Modelling Study – South Arm Skate Park - February 2020" and release the report as a publicly available document.
- C. That Council authorises the General Manager to undertake community consultation on the remaining elements in the South Arm Oval Master Plan inclusive of the proposed playground, Men's shed, landscaping/planting, hardstand, passive games area, including any proposed consequent amendments to the current master plan, and to then obtain an acoustic consultant review of the master plan to identify any potential ongoing noise attenuation issues, and to then report back to a future workshop on design options for Council consideration.
- D. That Council authorises the General Manager to write to nearby residents to the South Arm Oval, SAPRA and Calverton Hall advising of Council's decision.

SOUTH ARM OVAL MASTER PLAN – MARCH 2020 /contd...

ASSOCIATED REPORT**1. BACKGROUND**

1.1. The development of the South Arm Oval Master Plan has involved substantial work from 2015. Details of the work from 2015 to 2017 are included for reference in Attachment 1.

1.2. At its Meeting held Monday, 27 November 2017, Council resolved the following:

“A. Council authorises the General Manager to undertake community consultation with residents and key stakeholders of South Arm to provide feedback on the South Arm Oval Draft Revised Master Plan and skate park design.

B. Following the community consultation, feedback be provided to Council so a final Master Plan and skate park design can be considered for adoption”.

1.3. Council sought community comment and feedback on the draft master plan on 30 November 2017.

1.4. At its Meeting on 5 February 2018, Council adopted the South Arm Oval Revised Master Plan. The main changes to the master plan included:

- addition of the redesigned skate park and its altered position;
- additional area for native plantings adjacent to 43a Harmony Lane;
- minor change to the location of the playground; and
- reintroduction of bollards to prevent unauthorised vehicular entry to the oval and skate park.

The following recommendations were adopted:

- “A. That Council removes the following items from the draft South Arm Oval Revised Master Plan circulated as part of the community consultation process:*
 - *Bollards at the Calverton Hall surrounds; and*
 - *The fitness path.*
- B. That Council adopts the South Arm Oval Revised Master Plan as the Master Plan set out in Attachment 1 of the Associated Report and modified by the requirements of “A” above.*
- C. That Council stage the development over a number of financial years as per this report and subject to funding approval in future Annual Plans.*
- D. That Council authorises the General Manager to write to the residents of South Arm Peninsula and inform them of Council’s decision”.*

1.5. At its Meeting on 28 May 2018, Council approved the Development application D-2018/153 – 21 Harmony Lane, South Arm – Skate Park and recreational facilities. The development application was for a multi-use hardstand area (skate park, basketball court and tennis wall). The recommendation as adopted is Attachment 2.

1.6. The development application was appealed to the Resource Management and Planning Appeal Tribunal and on 7 November 2018, Council was advised that subject to the amendment of a condition of the Planning Permit the Development Application for a Multi-use hardstand area (skate park, basketball court and tennis wall) was approved. The Permit was granted subject to the conditions, which are included in Attachment 3.

1.7. In a letter dated 21 November 2018, Council wrote to the South Arm community advising that following the RMPAT decision: *“Council can now proceed with the development of the skate park and associated facilities. We expect to commence the tender process shortly and, subject to Council’s approval of a suitable tender, to commence construction by mid-2019”.*

- 1.8.** At its Meeting on 8 April 2019, Council accepted the quotation submission from Convic Pty Ltd for the construction of the South Arm Oval Skate Park.
- 1.9.** In a letter dated 23 July 2019, Council was advised that the landscape plan submitted for the Skate Park satisfied Condition Number 5 of Planning Permit D-2018/153.
- 1.10.** In a letter dated 14 August 2019, Council wrote to residents and property owners in close proximity of the South Arm Oval advising that construction of the Skate Park at the South Arm Oval was expected to commence in mid-August for a period of eight weeks, weather permitting.

2. REPORT IN DETAIL

- 2.1.** In a memorandum dated 19 September 2019, Council officers advised that the South Arm Skate Park Design and Construction Contract C1266-18 was completed on Saturday, 21 September 2019 and the park was opened for public use from Monday, 23 September 2019.

In accordance with the approved Development Application, Council engaged a suitably qualified independent person to perform noise monitoring of the skate park within 30 days of the commencement of use.

- 2.2.** In a Briefing Report dated 12 November 2019, Council was advised that the Noise Monitoring Report was received on 6 November 2019. Council's Senior Environmental Health Officer reviewed the report and confirmed that the methodology adopted within the survey satisfactorily addressed the requirements of Condition 4 of the Planning Permit. It was also confirmed that the noise measurements averaged over a 15 minute time interval, were below the mean Lmax of 70dB(A) and below an Leq of 57 dB(A) as specified in the condition. It was therefore established that Condition 4 of the Planning Permit had been satisfied.

Given the noise monitoring has revealed compliance with the noise limits imposed in Condition 4 of the Planning Permit, no noise attenuation measures are required to be implemented.

However, the report recommended that there is merit in Council considering the erection of a 2.1m high noise barrier (paling fence) partially surrounding the skate park. The report noted:

“Although the Lmax and Leq limits (planning permit requirement, par. 4) have been met in objective testing, subjective aural observations find some of the noise events intrusive”.

- 2.3.** In a further Briefing Report distributed to the Mayor and Aldermen on 25 September 2019, Council was advised that since the skate park opening Council had received several complaints from residents.

The concerns are summarised below as:

- notification of the opening of the skate park;
- screening;
- noise; and
- out of hours use.

**2.4. South Arm Oval Skate Park Noise Survey Council Workshop Outcomes
20 November 2019**

On 11 November 2019, Council wrote to residents and property owners in proximity of the South Arm Oval Skate Park advising that it had received a Post Occupancy Noise Survey from Mr Pearu Terts, Noise and Acoustics Consulting Engineer, with a copy of the survey attached.

The covering letter advised that the Noise Survey would be presented to Aldermen for discussion at a Workshop on 18 November 2019 following which a further update would be provided.

At the workshop Aldermen acknowledged some nearby residents were concerned about noise levels from the skate park. Noting the report findings, Aldermen requested the General Manager take the following actions:

Noise Mitigation:

- Undertake to fill the steel coping pipe at the edge of the skate bowl with sand to dampen the noise.
- Seek professional advice to identify possible noise mitigation measures and options that can be employed in this area. For further consideration by Council before implementation.

Master Plan Development:

- Investigate limiting car access in the area of the skate park.
- Proceed with further concept planning on the next phases of the South Arm Oval Master Plan to ensure any noise mitigation measures are consistent with future proposed development (ie the proposed playground, men's shed and paths).

Consultation:

- Consult with SAPRA, Calverton Hall and nearby residents on the outcomes of the above actions at each stage.
- Council to be informed through briefing reports and further workshops as the above issues are progressed.

While no timeframe for the above actions had been determined Council officers were to engage necessary assistance to have the information available as soon as possible and provide a report to Council with recommended actions and budget considerations.

2.5. South Arm Oval Master Plan review

The South Arm Oval Master Plan (Attachment 5) adopts concepts of the elements to be included in the space. Now the skate park has been constructed and the South Arm Peninsula Men's Shed group is considering the preferred location for their facility, consultation on a review of the Master Plan appears warranted. The matters arising from this are discussed below.

2.6. South Arm Oval Master Plan Review - Restrict Vehicle Access onto South Arm Oval and the Skate Park

In an email dated 6 December 2019, Council officers wrote to SAPRA and the Calverton Hall Committees inviting discussion on:

- investigate limiting car access in the area of the skate park and,
- consult with SAPRA and Calverton Hall on the outcomes of these actions.

The meeting was held on 16 December 2019, with each committee's advice to be provided to Council in early January 2020.

2.7. In a letter dated 16 January 2020 the South Arm Calverton Hall Inc advised that a motion had been carried supporting the "South Arm Oval – Vehicle Control Concept Plan" (Attachment 4) restricting vehicular access onto the South Arm Oval.

2.8. In a letter dated 23 January 2020, SAPRA formally advised that the SAPRA Committee had discussed the proposed draft plan to limit vehicle access to the oval at their Meeting held on 14 January. The vote for restricting vehicular access to the oval had majority support and those in favour agreed and noted that:

- Safety, particularly of children, is the paramount and over-riding consideration.
- Access for overflow use can be managed with the Hall and SAPRA having key access to the boom gates. (As noted on the discussion plan, it is important that the gates are easy to use.)

- Vehicular access across other similar recreation areas was restricted or not allowed.

2.9. There is support from South Arm Calverton Hall Inc, SAPRA and the immediate local residents to install some means of limiting vehicle access to the Oval. The proposal is as shown in Attachment 4. This will improve safety of the area and reduce night use of the skate park, thereby addressing some concerns from the nearby property owners.

2.10. South Arm Oval Master Plan Review - Men's Shed

The South Arm Peninsula Men's Shed group has been in discussion with Council officers on the location of the proposed Men's Shed and have indicated a preference of the north-west corner of the existing gravel carpark. This is a different location to that shown on the adopted Master Plan and should be taken into account as part of the proposed Master Plan review.

2.11. South Arm Oval Master Plan Review – Skate Park Noise Modelling

On 23 December 2019, Council wrote to residents and property owners in close proximity of the South Arm Oval advising of the South Arm Oval Skate Park Noise Survey Council Workshop outcomes. Council provided the following update:

“Noise Mitigation:

The steel grind rail has now been filled with sand to dampen the noise. This work was completed on Tuesday 17 December 2019.

Council has engaged jta Health, Safety and Noise Specialists to undertake a report for Council that includes;

Recommendations on sound attenuation methods;

Expected noise level reduction achievable for each noise attenuation method;

Likely installation location and preliminary costing for each method.

Master Plan Development:

Initial discussions have been held with representatives of Calverton Hall and SAPRA in relation to vehicle access. This issue will be further discussed by each Committee at their meetings in January 2020.

Consultation:

Council will consult with the community on the South Arm Oval Master Plan, Noise Attenuation report and vehicle access early in the New Year.

Work will continue in these areas early in the New Year and further updates will be provided”.

2.12. In December 2019, Council officers engaged jta Health, Safety and Noise Specialists to undertake a Noise Modelling Study for the South Arm Skate Park, with the following scope of work:

- Preliminary Report
Prepare a report for Council that includes recommendations on sound attenuation methods and expected noise level reduction achievable for each attenuation method.
- Final Report
On acceptance and approval of the preliminary report, the consultant is to prepare a document suitable for presentation to Aldermen and the community for consultation purposes, the final report should include: recommendations on multiple sound attenuation methods (if required) and final costing, reference images and a desktop study of 3D modelling of the preferred attenuation option/s.
- Provide desktop 3D modelling of noise levels before and after recommended attenuation options. Utilise the results provided in the Acoustic Engineer’s report provided to model current noise levels before attenuation.

2.13. Council received the jta Health, Safety and Noise Specialists “Noise Modelling Study South Arm Skate Park - February 2020” and a workshop to discuss the report was held with Aldermen on 17 February 2020.

2.14. The acoustic consultants advised:

- At present, there is no legislation or guidance in Tasmania for specifically assessing skate park use with regard to noise emissions, particularly during the night time period. Therefore, the report adopted the *sleep disturbance criteria* commonly used in other states when assessing non industrial, commercial or trade noise sources.
- A solid wall will reverberate the sound back to the residents near Harmony Lane.
- Recommended acoustic panels made of material which could absorb sound.
- Modelled a number of wall options which would achieve the greatest noise reduction to the neighbouring properties.
- A continuous wall will achieve the best acoustic reduction ie the wall is not separated or has any gaps.
- They were able to model a wall consisting of a combination of perspex and acoustic panels, although the consultants had not seen a similar installation.

Note: the perspex was trialled in the model to provide some (but not fully) improved open surveillance as recommended in Crime Prevention Through Environmental Design principles.

- For best acoustic reduction the modelling indicated the walls were to be 3m from the edge of the skate park and a height of 2.5 to 4.0m for a straight vertical wall or 3.5m for a vertical and upper angled wall.
- A cost estimate was not determined but would be greater than \$100,000.
- The report concluded that:

“No noise wall is required to reduce noise levels to below the sleep disturbance criteria under typical conditions. For worst-case noise levels the following options are predicted to reduce noise levels to below the sleep disturbance criteria:

- *Vertical Option 2;*
- *Curved Option 2.*

- 2.15.** The South Arm Oval Revised Master Plan was adopted 5 February 2018. A copy of the Plan is Attachment 5. Installing a wall around three sides of the skate park was not the intention of the adopted Master Plan. A wall does not assist with meeting the principles of Crime Prevention through Environmental Design which promotes open space surveillance.

Overall, a wall will possibly create a reduction in the potential recreation use and an opportunity for anti-social behaviour. On this basis it is difficult to support installing a wall without being open to consider other measures which may be more appropriate.

2.16. South Arm Oval Master Plan review - Consideration

The South Arm Oval Precinct is the most valuable public space Council owns to provide recreational facilities for the community in the South Arm area. It is timely for Council's Landscape Architect to undertake preliminary design of the remaining Master Plan elements to see what size of each element can be accommodated in the available space. This can be consulted with the local community (including nearby residents), SAPRA, Calverton Hall Inc, and the primary school. The proposed consultation is explained in Section 3.4 of this report.

It is also recommended that an acoustic consultant review the outcomes of any revision of the master plan following consultation to provide advice on the potential noise levels and for all information to then be reported to Council initially through a workshop.

3. CONSULTATION

3.1. Community Consultation Undertaken

- Public consultation was conducted in relation to the draft South Arm Oval Master Plan over the period from 14 March to 8 April 2015.
- A Planning Permit was received on 21 June 2016 for the construction of the multi-use hardstand area (skate/scooter/bike ramp, basketball court and tennis wall).
- On 11 May 2017, Council approved a further Planning Permit for the same construction with a minor amendment to relocate the skate park 2m to the south.
- A Noise Assessment Report prepared for Council by an Acoustic Engineer and a further less complex summary prepared by an independent engineer and approved by the Acoustic Engineer were made available on the Clarence City Council website.
- Council sought community comment and feedback on the draft Master Plan on 30 November 2017.
- At its Meeting on 5 February 2018, Council authorised the General Manager to write to residents and inform them of Council's decision to adopt the revised South Arm Oval Master Plan.
- At its Meeting on 28 May 2018, Council approved the Development Application D-2018/153 – 21 Harmony Lane, South Arm – Skate Park and recreational facilities. The development application was for a multi-use hardstand area (skate park, basketball court and tennis wall).
- In a letter dated 21 November 2018, Council wrote to the South Arm community advising residents of RMPAT's decision and that Council can now proceed with the development of the skate park and associated facilities.
- In a letter dated 14 August 2019, Council wrote to residents and property owners in close proximity of the South Arm Oval advising that construction of the skate park at South Arm Oval is expected to commence in mid-August for a period of eight weeks, weather permitting.

- On 11 November 2019, Council wrote to residents and property owners in proximity of the South Arm Oval Skate Park advising that it had received a Post Occupancy Noise Survey from Mr Pearu Terts, Noise and Acoustics Consulting Engineer, with a copy of the survey attached.
- In an email dated 6 December 2019, Council officers wrote to SAPRA and the Calverton Hall Committees inviting discussions on:
 - investigate limiting car access in the area of the skate park; and
 - consult with SAPRA and Calverton Hall on the outcomes of these actions.
- On 23 December 2019, Council wrote to residents and property owners in close proximity of the South Arm Oval advising of the South Arm Oval Skate Park Noise Survey Council Workshop outcomes.

3.2. State/Local Government Protocol

Not applicable.

3.3. Other

Not applicable.

3.4. Further Community Consultation

Community consultation will be undertaken in accordance with the proposed consultation plan outlined below and consistent with the Community Engagement Policy 2020.

- **Consultation Aim**

To re-engage with the community and key stakeholders to exchange views, ideas and information in the development and implementation of the remaining elements of the South Arm Oval Master plan, as amended through further proposed design and consultation processes.

- **Community Engagement Tools**

In accordance with Clause 8 of the Community Engagement Policy 2020, this consultation will use both a direct mail out and “Your say Clarence” tools. The consultation will involve a direct mail out to the community of South Arm and a broader community online survey through Council’s digital platform “Your Say Clarence”.

- **Consultation Timing**

Council’s landscape architect needs to undertake some preliminary design on the elements in the remaining space. The consultation on this is anticipated to commence in late April/May and will be open for four weeks. The results of the consultation are anticipated to be available to the Aldermen in July 2020 after an acoustic consultant has also provided advice.

4. STRATEGIC PLAN/POLICY IMPLICATIONS

4.1. Council’s Strategic Plan 2016-2026 under Liveability has the following Strategy to: *“Enhance the liveability of activity centres, community hubs and villages through streetscape and urban design projects and local area master plans”*.

4.2. Council’s Strategic Plan 2016-2026 under Promoting Health has the following Strategy to: *“Promote active and healthy lifestyles through provision and support for active and passive recreation programs and activities”*.

4.3. Council’s Strategic Plan 2016-2026 under Parks and Recreation Facility: *“Planning for and providing new sporting and recreation facilities to meet community demand”*.

5. EXTERNAL IMPACTS

The adoption of a future revised South Arm Oval Master Plan will have an impact on the community.

6. RISK AND LEGAL IMPLICATIONS

- 6.1.** The noise modelling study prepared by jta Health, Safety and Noise Specialists will be available, subject to Council approval, on the Clarence City Council website for public access. This is a complex report and Council may receive representations asking questions regarding interpretation of different elements of the report.
- 6.2.** The construction of a noise attenuation wall, if supported by Council, will require a new development application. The change will result in the application being a Discretionary use and will require public advertising.

7. FINANCIAL IMPLICATIONS

There is \$73,161 remaining within the 2019-2020 Passive Recreation Capital Works Budget for the South Arm Master Plan implementation. Any further development of the master plan in accordance with this report will require Council approval and possible additional funding depending on the scope of the next stage.

8. ANY OTHER UNIQUE ISSUES

- 8.1.** The post-occupancy noise monitoring report prepared by Mr Pearu Terts was received on 6 November 2019. Given the noise monitoring has revealed compliance with the noise limits imposed in Condition 4 of the Planning Permit, no noise attenuation measures are required to be implemented.
- 8.2.** However, the report recommended that there is merit in Council considering erection of a 2.1m high noise barrier (paling fence) partially surrounding the skate park.
- 8.3.** Having walls in an open space area may be contrary to the principles of Crime Prevention through Environmental Design which promotes open passive surveillance.

9. CONCLUSION

- 9.1.** The South Arm Oval precinct represents the best open space Council owns for major recreational use for the South Arm community.
- 9.2.** The South Arm Oval skate park has been constructed and the Noise Monitoring Report received in accordance with direction from the Resource Management and Planning Appeal Tribunal as part of Council's permit conditions. Council's Senior Environmental Health Officer has confirmed Condition 4 of the permit has been satisfied and no further noise attenuation measures are required to be implemented.
- 9.3.** There is support from South Arm Calverton Hall Inc, SAPRA and the immediate local residents to install some means of limiting vehicle access to the Oval. The proposal is as shown in Attachment 4. This will improve safety of the area and reduce periodic night use of the skate park, thereby addressing some concerns from the nearby property owners.
- 9.4.** The South Arm Peninsula Men's Shed group has reviewed the site and consider a preferred location for the Men's shed is the north-west corner of the existing gravel carpark, rather than between the community centre and the skate park as shown on the Master Plan.
- 9.5.** The jta Health, Safety and Noise Specialists Noise Modelling report has advised a wall on three sides around the skate park with a height range of 2.5m to 4.0m will provide the greatest acoustic reduction to nearby residents.

- 9.6.** Enclosing the skate park with a wall was not the intention of the adopted Master Plan. It is therefore appropriate for Council's Landscape Architect to undertake preliminary design on the remaining Master Plan elements, consult with the local community and stakeholders, obtain acoustic advice on the outcome of the consultative results and report on the outcomes to a Council workshop.

- Attachments:
1. Background 2015-2019 (4)
 2. 28 May 2018 Council Meeting - Development Application D-2018/153 – 21 Harmony Lane, South Arm – Skate Park and Recreational Facilities Recommendation Adopted (2)
 3. Resource Management and Planning Appeal Tribunal Permit Conditions (2)
 4. South Arm Oval – Vehicle Control Concept Plan (1)
 5. South Arm Oval Revised Master Plan [Adopted 5 February 2018] (19)

Ross Graham

GROUP MANAGER ENGINEERING SERVICES

Attachment 1

1. BACKGROUND 2015-2019

- 1.1.** The South Arm Oval and Calverton Hall have been leased to the South Arm Calverton Hall Inc since 18 November 1996.
- 1.2.** Local young people approached Council to consider the funding and construction of a skate park in South Arm. The South Arm Oval is central to the township of South Arm and is accessible to passing residents from Opossum Bay. The only recreational spaces in South Arm are the South Arm Oval and a playground along Blessington Street.
- 1.3.** In accordance with Council's Open Space Strategy Principles it was decided to develop a Master Plan for the South Arm Oval that would cater for the short term and long term provision of community and recreational facilities at the Oval.
- 1.4.** Council officers developed a draft Master Plan concept and met with key stakeholders on-site to discuss the draft Plan. The key stakeholders included representatives of South Arm Calverton Hall Inc, South Arm Peninsula Residents Association (SAPRA), local young people and an Alderman.
- 1.5.** Public consultation was conducted in relation to the draft South Arm Oval Master Plan over the period from 14 March to 8 April 2015.

The consultation included:

- completing the feedback form available at the South Arm shop and placing in the feedback box;
 - completing the feedback form on Council's website;
 - emailing the feedback to Council's general email address; or
 - mailing the feedback form to the Council Offices
- 1.6.** Council received 198 submissions from the local community. Council considered all the submissions received and at its Meeting on 1 June 2015 resolved as follows:

Attachment 1

- “A. That Council removes the following items from the draft South Arm Oval Master Plan, circulated as part of the community consultation process:*
- bollards and access gate adjacent to the Calverton Hall;*
 - 5 feature trees at the frontage of Calverton Hall and the Community Centre;*
 - 4 feature trees adjacent to the proposed car park upgrade; and*
 - 2 seats at the frontage of Calverton Hall and the Community Centre.*
- B. That Council adopts the South Arm Oval Master Plan based on the Master Plan as set out in Attachment 1 to the Associated Report and modified by the requirements of ‘A’ above.*
- C. That Council stage the development over 3 financial years as per the Associated Report and subject to funding approval in future Annual Plans.*
- D. That Council add the following items to the preliminary Capital Works Program for consideration as part of future Annual Plans:*
- upgrade of the existing toilet facility to include baby change room and accessible toilet;*
 - expansion of car parking; and*
 - additional BBQ/Picnic facilities”.*

1.7. A letter to all respondents to the initial community consultation advising them of the amendments adopted by Council was sent on 10 June 2015. Stage 1 of the South Arm Master Plan, which included the outdoor gym equipment and seats, were installed in accordance with the plan during 2016.

Attachment 1

- 1.8.** A Planning Permit was received 21 June 2016 for construction of the multi-use hardstand area (skate/scooter/bike ramp, basketball court and tennis wall).
- 1.9.** On 11 May 2017, Council received approval for a minor amendment to the permit for D-2016/204 for the same construction however relocating the skate park 2m to the south.
- 1.10.** On 22 May 2017, a letter was written to nearby residents of South Arm Oval providing information relating to a number of concerns raised by residents regarding the construction of the skate park at South Arm Oval with an enclosed site plan of the skate park. The letter addressed the main issues raised which were; Noise Levels, Lighting, Views, Toilet Facilities, Car Access and Time Restrictions.
- 1.11.** A Council Workshop was held on 29 May 2017 to discuss the concerns raised by nearby residents regarding the construction of the skate park. Council decided to proceed with the Tender process for the construction of the skate park.
- 1.12.** On 31 May 2017, a letter was sent to nearby residents addressing a number of concerns and advising that Council was seeking quotations on the construction of the skating facility.
- 1.13.** On 19 July 2017, a memo was distributed to Aldermen by Council officers. The memo stated:

“Following a recent Council Workshop discussion and written correspondence to South Arm residents who expressed interest/concerns on the South Arm Skate Park, Council officers engaged acoustic consultant Pearu Terts to provide advice on the proposed Skate Park adjacent South Arm Oval.

Attachment 1

We have now received the report and it recommends noise barriers be erected around three sides of the proposed skate facility. Considering this advice, the current approved Development Application, the Tenders received and the interest/concerns received from the nearby community, it is appropriate for Council Officers in association with the skate park designer review all the information, consider options and advise Council of a recommended course of action.

At this stage Council Officers will review all the information and present options to the 31 July 2017 Council workshop for discussion and a recommended course of action”.

- 1.14.** Following July 2017, a new design for the skate park was prepared taking into account previous concerns raised by residents. The proposed skate park location was moved a further distance from adjacent property boundaries within the limited available space at the site, the height reduced from 1.6m to 1.2m and the skate park reduced in size/area.
- 1.15.** Council continued to receive representations from adjoining property owners concerned about the impact of the skate park. The concerns related to the potential noise generated by the park and what Council will be doing to mitigate this and manage anti-social behaviour.
- 1.16.** A Noise Assessment Report prepared for Council by an Acoustic Engineer and a further less complex summary prepared by an independent engineer and approved by the Acoustic Engineer were made available on the Clarence City Council web site.
- 1.17.** A workshop presentation to Aldermen on 13 November 2017 provided an update on progress in relation to the South Arm Master Plan and Skate Park.

Attachment 2

Development Application D-2018/153

28 May 2018 Council Meeting

“A. That the Development Application for multi-use hardstand area (skate park, basketball court and tennis wall) at 21 Harmony Lane, South Arm (CI Ref D-2018/153) be approved subject to the following conditions and advice.

- 1. GEN API – ENDORSED PLANS.*
- 2. GEN AM6 – PA SYSTEM.*
- 3. GEN S1 – SIGN CONSENT.*
- 4. A landscape plan must be submitted to and approved by Council’s Manager City Planning prior to the issue of a certificate of likely compliance (CLC) for building works. The plan must be to a standard scale, provide the designers contact details and be legible when reproduced on A3.*

The landscape plan must clearly document the following:

- a north point;*
- existing property information such as building footprints, boundary lines, outdoor structures, garden beds and fences;*
- existing contours, relevant finished floor levels and any proposed rearrangement to ground levels;*
- existing trees identified as to be retained or removed;*
- areas of proposed landscape hard work treatments such as driveways, paths, buildings, car parking, retaining walls, edging and fencing;*
- areas of proposed landscape soft work treatments including garden beds and lawns;*
- proposed planting design with locations of individual plants at intended spacing and clearly identified species (use of symbols with a legend or direct labelling of plants referred). Particular attention is to be paid to landscaping providing for noise reduction (with a minimum maturity height of 3m and suitable density) along the boundaries with 43a, and 67 Harmony Lane and 15, 17, 19 and 21 Calverton Place, South Arm;*
- a table listing selected species botanical names, mature height, mature width, pot size and total quantities;*

Attachment 2

- *details of proposed irrigation system (if required);*
- *details of proposed drainage system (if required); and*
- *estimate of cost for the installation of landscape works.*

All landscaping works must be completed and verified as being completed by Council prior to the commencement of the use.

All landscape works must be maintained:

- *in perpetuity by the existing and future owners/occupiers of the property;*
- *in a healthy state; and*
- *in accordance with the approved landscape plan.*

If any of the vegetation comprising the landscaping dies or is removed, it is to be replaced with vegetation of the same species and, to the greatest extent practicable, the same maturity as the vegetation which dies or which was removed.

5. *Noise monitoring by a suitably qualified person is to be undertaken within 30 days of the commencement of the use. The exact noise monitoring location is to be determined by a suitably qualified person and agreed with by Council's Senior Environmental Health Officer. A report, from a suitably qualified person verifying the noise levels is to be submitted to Council within 14 days of having undertaken noise monitoring.*

If this noise level cannot be achieved to a satisfactory level, noise attenuation measures to be determined by a suitably qualified person must be implemented to the satisfaction of Council's Senior Environmental Health Officer.

- B. *That the details and conclusions included in the Associated Report be recorded as the reasons for Council's decision in respect to this matter."*

Attachment 3

RMPAT Permit Conditions

General Conditions:

1. The use or development must only be undertaken in accordance with the endorsed plans and any permit conditions and must not be altered without the consent of Council.
2. Any form of public address system must not be audible outside the property.
3. Signs must not be displayed on the site without further approval from Council.
4. Noise monitoring by a suitably qualified person is to be undertaken within 30 days of the commencement of the use. The noise monitoring is to be undertaken as far as possible at the nearest boundary of 43A Harmony Lane to the skate bowl and also at the point nearest to the skate bowl of the boundary of the nearest residential dwelling in Calverton Place. A report from the suitably qualified person verifying the noise levels is to be submitted to Council within 14 days of undertaking the noise monitoring. Measurements are to be in accordance with the methods of the Noise Measurements Procedures Manual issued by the Director of Environmental Management and are to be averaged over a 15 minute time interval. If the noise levels exceed the mean Lmax of 70 dB(A) and an Leq of 57 dB(A) then noise attenuation measures to reduce emissions to achieve compliance with the above threshold are to be determined by a suitably qualified person and implemented to the satisfaction of the Council's Senior Environmental Health Officer within a reasonable period of time, having regard to the nature of the proposed noise attenuation measures.

Landscaping Conditions:

5. A landscape plan must be submitted to and approved by Council's Manager City Planning prior to the issue of a certificate of likely compliance (CLC) for building works. The plan must be to a standard scale, provide the designers contact details and be legible when reproduced as A3.

The landscape plan must clearly document the following:

- a north point;

Attachment 3

- existing property information such as building footprints, boundary lines, outdoor structures, garden beds and fences;
- existing contours, relevant finished floor levels and any proposed rearrangement to ground levels;
- existing trees identified as to be retained or removed;
- areas of proposed landscape hard work treatments such as driveways, paths, buildings, car parking, retaining walls, edging and fencing;
- areas of proposed landscape soft work treatments including garden beds and lawns;
- proposed planting design with locations of individual plants at intended spacing and clearly identified species (use of symbols with a legend or direct labelling of plants preferred). Particular attention is to be paid to landscaping providing for noise reduction (with a minimum maturity height of 3m and suitable density) along the boundaries with 43a, and 67 Harmony Lane and 15, 17, 19 and 21 Calverton Place, South Arm.
- a table listing selected species botanical names, mature height, mature width, pot size and total quantities;
- details of proposed irrigation system (if required);
- details of proposed drainage system (if required); and
- estimate of cost for the installation of landscape works.

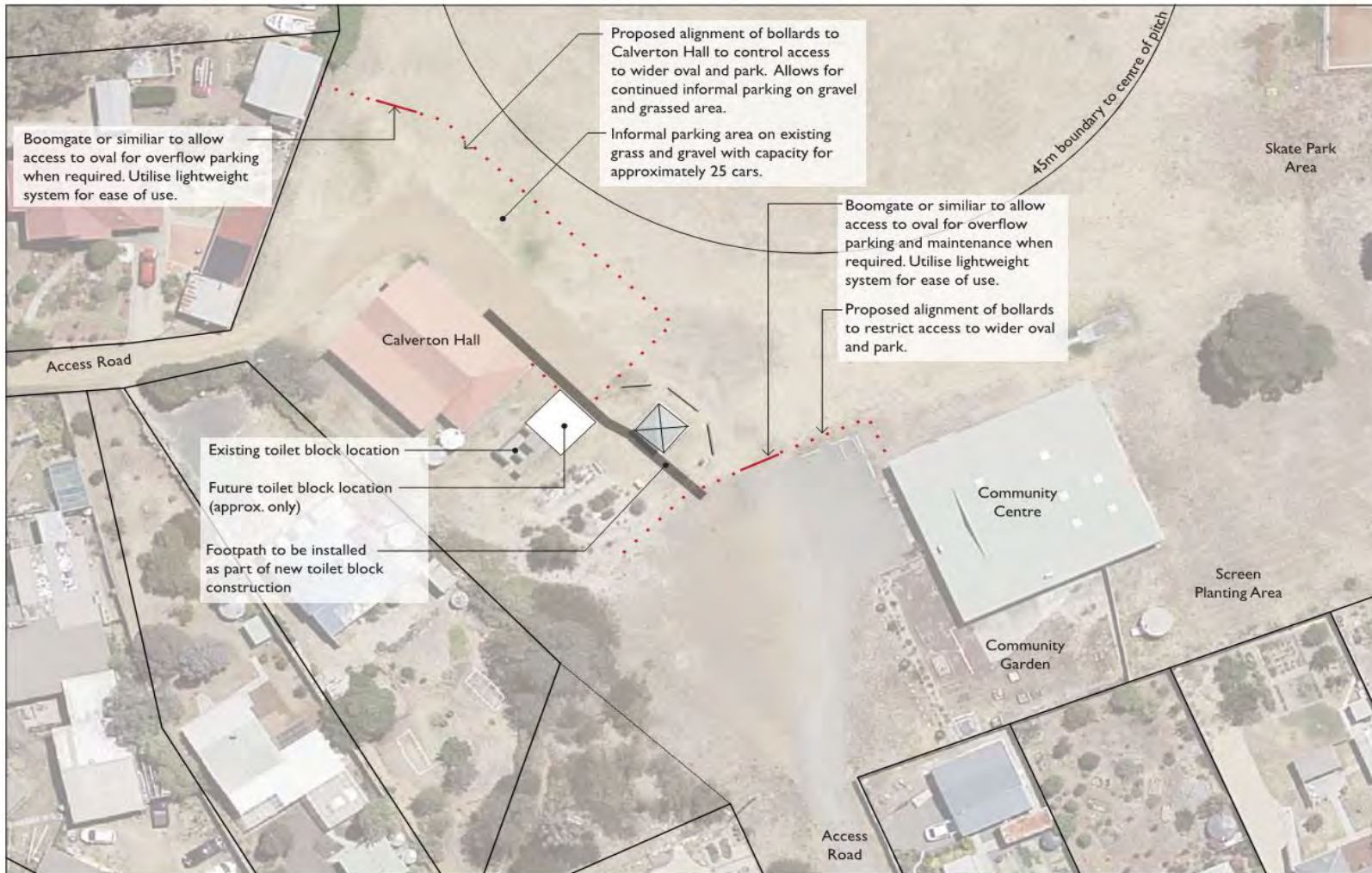
All landscaping works must be completed and verified as being completed by Council prior to the commencement of the use.

All landscape works must be maintained:

- in perpetuity by the existing and future owners/occupiers of the property;
- in a healthy state; and
- in accordance with the approved landscape plan.

If any of the vegetation comprising the landscaping dies or is removed, it is to be replaced with vegetation of the same species and, to the greatest extent practicable, the same maturity as the vegetation which dies or which was removed.

Attachment 4



SOUTH ARM OVAL - VEHICLE CONTROL CONCEPT PLAN

1:500 @ A3 DECEMBER 2019 V1

**FOR DISCUSSION
PURPOSES ONLY
NOT FOR DISTRIBUTION**

11.5.2 SOUTH ARM OVAL REVISED MASTER PLAN

(File No)

EXECUTIVE SUMMARY

PURPOSE

To consider the adoption of the South Arm Oval Revised Master Plan following community consultation.

RELATION TO EXISTING POLICY/PLANS

Council's Strategic Plan 2016-2026 and Community Participation Policy are relevant.

LEGISLATIVE REQUIREMENTS

Nil.

CONSULTATION

Residents within the South Arm Peninsula area and key stakeholders have been consulted.

FINANCIAL IMPLICATIONS

The implementation of the South Arm Oval Revised Master Plan is planned to be staged over at least 3 financial years, subject to Council approval of future Annual Plans. Council, in the 2016/2017 Annual Plan allocated \$150,000 to implement Stage 2 of the previously adopted South Arm Oval Master Plan. In addition, a grant of \$50,000 has been obtained from the Tasmanian Community Fund making a total amount of \$200,000 for Stage 2. Council has allocated \$223,000 in the 2017/2018 Annual Plan to implement Stage 3.

RECOMMENDATION:

- A. That Council removes the following items from the draft South Arm Oval Revised Master Plan circulated as part of the community consultation process:
 - bollards at the Calverton Hall surrounds; and
 - the fitness path.
- B. That Council adopts the South Arm Oval Revised Master Plan as the Master Plan set out in Attachment 1 of the Associated Report and modified by the requirements of "A" above.
- C. That Council stage the development over a number of financial years as per this report and subject to funding approval in future Annual Plans.
- D. That Council authorises the General Manager to write to the residents of South Arm Peninsula and inform them of Council's decision.

Attachment 5

SOUTH ARM OVAL REVISED MASTER PLAN /contd...

Decision:	MOVED Ald McFarlane SECONDED Ald Thurley	
	“That the Recommendation be adopted”.	
	CARRIED	
	FOR	AGAINST
	Ald Campbell	Ald James
	Ald Chipman	Ald Walker
	Ald Chong	
	Ald Cusick	
	Ald Doust	
	Ald McFarlane	
	Ald Peers	
	Ald Thurley	

11.5.2 SOUTH ARM OVAL REVISED MASTER PLAN

(File No)

EXECUTIVE SUMMARY

PURPOSE

To consider the adoption of the South Arm Oval Revised Master Plan following community consultation.

RELATION TO EXISTING POLICY/PLANS

Council's Strategic Plan 2016-2026 and Community Participation Policy are relevant.

LEGISLATIVE REQUIREMENTS

Nil.

CONSULTATION

Residents within the South Arm Peninsula area and key stakeholders have been consulted.

FINANCIAL IMPLICATIONS

The implementation of the South Arm Oval Revised Master Plan is planned to be staged over at least 3 financial years, subject to Council approval of future Annual Plans. Council, in the 2016/2017 Annual Plan allocated \$150,000 to implement Stage 2 of the previously adopted South Arm Oval Master Plan. In addition, a grant of \$50,000 has been obtained from the Tasmanian Community Fund making a total amount of \$200,000 for Stage 2. Council has allocated \$223,000 in the 2017/2018 Annual Plan to implement Stage 3.

RECOMMENDATION:

- A. That Council removes the following items from the draft South Arm Oval Revised Master Plan circulated as part of the community consultation process:
 - bollards at the Calverton Hall surrounds; and
 - the fitness path.
- B. That Council adopts the South Arm Oval Revised Master Plan as the Master Plan set out in Attachment 1 of the Associated Report and modified by the requirements of "A" above.
- C. That Council stage the development over a number of financial years as per this report and subject to funding approval in future Annual Plans.
- D. That Council authorises the General Manager to write to the residents of South Arm Peninsula and inform them of Council's decision.

SOUTH ARM OVAL REVISED MASTER PLAN /contd...

ASSOCIATED REPORT

1. BACKGROUND

- 1.1.** The South Arm Oval and Calverton Hall have been leased to the South Arm Calverton Hall Inc since 18 November 1996. The lease expired on 29 August 2017 and a new lease will be arranged.
- 1.2.** Local youths approached Aldermen for Council to consider the funding and construction of a skate park in South Arm. The South Arm Oval is central to the township of South Arm and is accessible to passing residents from Opossum Bay. The only recreational spaces in South Arm are the South Arm Oval and a playground along Blessington Street.
- 1.3.** In accordance with Council's Open Space Strategy Principles it was decided to develop a Master Plan for the South Arm Oval that would cater for the short term and long term goals for the provision of community and recreational facilities at the Oval.
- 1.4.** Council officers developed a draft Master Plan concept and met with key stakeholders on-site to discuss the draft Plan. The key stakeholders included representatives of South Arm Calverton Hall Inc, South Arm Peninsula Residents Association (SAPRA), local youths and an Alderman.
- 1.5.** A Briefing Report was sent to all Aldermen on 17 February 2015 outlining the public consultation process and an attached copy of the draft Master Plan.
- 1.6.** *Public consultation was conducted in relation to the draft South Arm Oval Master Plan over the period from 14 March to 8 April 2015.*
The consultation included:

 - completing the feedback form available at the South Arm shop and placing in the feedback box; or
 - completing the feedback form on Council's website; or

Attachment 5

- emailing to Council's general email address; or
- mailing the feedback form to the Council Offices.

1.7. Council received 198 submissions from the local community. Council considered all the submissions received and at its Meeting on 1 June 2015 resolved as follows:

- "A. That Council removes the following items from the draft South Arm Oval Master Plan, circulated as part of the community consultation process:*
- bollards and access gate adjacent to the Calverton Hall;*
 - 5 feature trees at the frontage of Calverton Hall and the Community Centre;*
 - 4 feature trees adjacent to the proposed car park upgrade; and*
 - 2 seats at the frontage of Calverton Hall and the Community Centre.*
- B. That Council adopts the South Arm Oval Master Plan based on the Master Plan as set out in Attachment 1 to the Associated Report and modified by the requirements of 'A' above.*
- C. That Council stage the development over 3 financial years as per the Associated Report and subject to funding approval in future Annual Plans.*
- D. That Council add the following items to the preliminary Capital Works Program for consideration as part of future Annual Plans:*
- upgrade of the existing toilet facility to include baby change room and accessible toilet;*
 - expansion of car parking; and*
 - additional BBQ/Picnic facilities".*

Attachment 5

- 1.8.** A letter to all respondents to the initial community consultation advising them of the amendments adopted by Council was sent on 10 June 2015. Stage 1 of the South Arm Master Plan, which included the outdoor gym equipment and seats, were installed as per the plan during 2016.
- 1.9.** A Planning Permit was received 21 June 2016 for the construction of the multi-use hardstand area (skate/scooter/bike ramp, basketball court and tennis wall).
- 1.10.** On 11 May 2017, Council received a further Planning Permit for the same construction with a minor amendment to relocate the skate park 2m to the south.
- 1.11.** On 22 May 2017, a letter was written to nearby residents of South Arm Oval providing information relating to a number of concerns raised by the residents regarding the construction of the skate park at South Arm Oval, with an enclosed site plan of the skate park. The letter addressed the main issues raised which were; noise levels, lighting, views, toilet facilities, car access and time restrictions.
- 1.12.** A Council Workshop was held on 29 May 2017, to discuss the concerns raised by nearby residents regarding the construction of the skate park. Council decided to proceed with the Tender process for the construction of the skate park.
- 1.13.** On 31 May 2017, a letter was sent to nearby residents addressing a number of concerns and advising that Council was seeking quotations on the construction of the skating facility.

- 1.14.** On 19 July 2017, a memo was distributed to Alderman from Council officers.

“Following a recent Council Workshop discussion and written correspondence to South Arm residents who expressed interest/concerns on the South Arm Skate Park, Council officers engaged acoustic consultant Pearu Terts to provide advice on the proposed Skate Park adjacent South Arm Oval. We have now received the report and it recommends noise barriers be erected around three sides of the proposed skate facility. Considering this advice, the current approved Development Application, the Tenders received and the interest/concerns received from the nearby community, it is appropriate for Council Officers in association with the skate park designer review all the information, consider options and advise Council of a recommended course of action. At this stage Council Officers will review all the information and present options to the 31 July 2017 Council workshop for discussion and a recommended course of action”.

- 1.15.** Since July 2017, a new design for the skate park has been prepared taking into account previous concerns raised by residents. The proposed skate park location has been moved further distance from adjacent property boundaries within the limited available space at the site, the height has been reduced from 1.6m to 1.2m and the skate park has been reduced in size/area.
- 1.16.** Council continue to receive representations from adjoining property owners concerned about the impact of the skate park. Concerns relate to the potential noise generated by the park and what *Council will be doing to mitigate this and manage anti-social behaviour.*
- 1.17.** The Planning Permit issued for the skate park on 11 May 2017 contains the following conditions:

This permit is granted, subject to the following conditions:

General Conditions:

1. The use or development must only be undertaken in accordance with the endorsed plans and amended plans dated 11 May 2017 and any permit conditions and must not be altered without the consent of Council.

Note: Condition 1 amended on the 11 May 2017 pursuant to Section 56 of the Land Use Planning and Approvals Act 1993 to reflect the relocation of the skate park 2m to the south of the originally approved location.

2. The use of the skate park facility must be within the following hours:
 - (a) 8.00am to 8.00pm Monday to Fridays inclusive;
 - (a) 9.00am to 6.00pm Saturdays;
 - (b) 10.00am to 5.00pm Sundays and Public Holidays;
3. Any form of public address system must not be audible outside the property.
4. Outdoor lighting (except security lighting), where provided, must be located, designed and baffled to ensure that no direct light is emitted outside the boundaries of the site and be turned off between 9.00pm and 6.00am.
5. Flood lighting within 200m of a residential zone must not subject nearby residential lots to obtrusive light, as defined in *AS 4282-1997-1.4.7*.

Environmental Health Conditions:

6. Noise emissions associated with the use of the skate park facility measured at the boundary with a residential zone must not exceed the following:
 - (a) 55dB(A) (LAeq) between the hours of 7.00am to 7.00pm;
 - (a) 5dB(A) above the background (LA90) level or 40dB(A) (LAeq), whichever is the lower, between the hours of 7.00pm and 7.00am;
 - (b) 65dB(A) LAmax at any time.

Measurement of noise levels must be in accordance with methods in the Tasmanian Noise Measurement Procedures Manual issued by the Director of Environmental Management, including adjustment of noise levels for tonality and impulsiveness.

- 1.18.** The hours of use for the skate park, contained in the above permit conditions, are difficult to enforce and as part of a new Development Application Council will seek to change the hours of use to daylight hours only. This change will result in the application being a Discretionary Use and will require public advertising.
- 1.19.** A public address system, outdoor lighting and flood lighting are not included in the design and therefore these conditions are not required to be met. These conditions are included as precautionary and must be met should any occasion warrant their compliance.

- 1.20.** A Noise Assessment Report prepared for Council by an Acoustic Engineer and a further less complex summary prepared by an independent engineer and approved by the Acoustic Engineer were made available on the Clarence City Council website.
- 1.21.** It is unknown at this stage exactly what level of noise impact the use of the skate park will have on adjoining property owners. It is proposed that following the construction of the skate park that a regime of noise assessments be scheduled and the results of these assessments inform any need for noise attenuation of the skate park. This assessment can be included as a condition of a Planning Permit for the skate park. The pre-construction noise assessment indicates that a 2.4m high sound barrier may be required to attenuate the noise from the use of the skate park, if the use of the skate park is similar to the North Hobart skate park.
- 1.22.** A workshop presentation to Aldermen on 13 November 2017 provided an update on progress in relation to the South Arm Master Plan and Skate Park.
- 1.23.** Council, at its Meeting held Monday 27 November 2017 resolved the following:
- “A. Council authorises the General Manager to undertake community consultation with residents and key stakeholders of South Arm to provide feedback on the South Arm Oval draft Revised Master Plan and skate park design.*
- B. Following the community consultation, feedback be provided to Council so a final Master Plan and skate park design can be considered for adoption”.*

2. REPORT IN DETAIL

- 2.1.** The main changes to the master plan included:

- addition of the redesigned skate park and its altered position;
- additional area for native plantings adjacent to 43a Harmony Lane;
- minor change to the location of the playground; and

Attachment 5

- reintroduction of bollards to prevent unauthorised vehicular entry to the oval and skate park.

A copy of the revised Master Plan is Attachment 1 and the proposed revised skate park is Attachment 2.

- 2.2.** Public consultation was conducted in relation to the Revised Master Plan over the period from 30 November 2017 to 21 December 2017.

The consultation included:

- feedback forms being provided to the South Arm shop, to be placed in each mail box;
- additional feedback forms being available at the shop;
- providing feedback forms on our website;
- advertising the consultation period in “The Mercury”; and
- using social media to advise of the consultation period.

- 2.3.** At the conclusion of the consultation there were 190 responses received by Council in relation to the Revised Master Plan. The following points are noted:

- Responses were received from the broader South Arm area, including Lauderdale and Sandford. Further responses came from Glenorchy, Sandy Bay and Moonah. One respondent provided a Queensland address.
- Approximately 100 photocopied forms were submitted with the “No” response and no address on the form. It appeared these forms were completed by the same person, due to their definite similarity. These forms were excluded from the final count.

- 2.4.** The feedback form asked the following question: “*Are you in favour of the Revised Draft South Arm Oval Master Plan?*”

Attachment 5

Additional comments or general feedback could also be provided. It was optional for the respondent to provide their address.

- 2.5.** The below results show the proportion of Yes responses to No responses, and compares local and non-local responses. It shows that non-local respondents do not affect the overall result.

	Responses	Total number of "Yes" responses	Percentage of "Yes" responses	Total number of "No" responses	Percentage of "No" responses	Feedback only
All responses	190	143	75.3%	41	21.6%	6
Local responses	112	83	74.1%	25	22.3%	4

"Local" is defined as a response which has provided an address of being either South Arm or Opossum Bay.

A large proportion of the respondents provided comments, specifically about the skate park.

- 2.6.** Three key stakeholders provided written responses. These being Crime Stoppers Tasmania, SAPRA, and the Calverton Hall Committee.

SAPRA's major points are highlighted below:

- full support of the skate park, requesting that construction start "as soon as possible";
- further support of the play space, explore track, native planting, hitting wall, carpark and passive games area;
- rejection of the installation of the bollards as these are unnecessary and will make the precinct far less accessible;

Attachment 5

- rejection of the market access/gravel road in front of the community centre, as this is not required and will create a dust bowl on the centre's doorstep. [This element has not changed from the original Master Plan and therefore it is recommended Council Officers liaise with SAPRA about this concern.]

Crime Stoppers Tasmania said they would be happy to support the community with promotional and safety materials relating to skate parks.

The Calverton Hall Committee said they do not approve the bollards and queried who would be the responsible person in charge of removing them when required for events.

There was also mention of the fitness path between the exercise equipment being unnecessary.

Calverton Hall currently has a lease agreement for part of the South Arm Oval. The lease is due for renewal. [As part of the review of the lease, the lease boundary will be adjusted to account for the location of the skate park and playground.]

2.7. The Major points which were raised from the Yes respondents included:

- a high proportion of the responses stated that the development is needed in the community as it gives the kids something to do;
- fitness for the kids;
- currently the oval is wasted space; and
- great opportunity for the South Arm Community.

The Minor points included:

- would like increased parking for market days.

2.8. The major points which were raised from the No respondents:

- increased noise levels and the close proximity to nearby residents;
- closest resident fence is 15m, from the skate park;
- how the park will be policed after daylight hours; and
- property devaluation – and how Council will remunerate for this loss.

Some nearby residents also expressed concerns:

- increased inappropriate behaviour to the area;
- lack of consultation to nearby residents;
- have other sites been considered and why are these inappropriate; and
- if it proceeds, they would like to be consulted on the type of new trees planted.

2.9. Advice provided at previous Council Workshops held 31 July 2017 and 13 November 2017, from the acoustic assessment is that dependant on the level of use there may be need to design and construct a sound attenuation wall 2.4m high to be offset from the skate park by 5m.

Estimated cost for the sound attenuation wall is to be confirmed but could be in the order of approximately \$40,000.00.

The unknown factor is the level of use of the skate park. Initially there will be a high level of use and based on other skate parks the level of use will decline over time.

2.10. The above information on the community consultation was presented at the Council Workshop session held on Monday, 22 January 2018. At the presentation Council provided direction to remove the bollards and the fitness path, plus also to provide comment on other possible locations for the skate park, including the Northern end of the oval.

It is recognised the Oval and its surrounds have a variety of uses and SAPRA and Calverton Hall Committee are concerned with how the area will maintain its functional use with vehicular restrictions on-site. Council noted the use of the area can be monitored following installation of the Master Plan elements and further options then considered.

2.11. Enquiries have been raised for potential other sites in the region, specifically for the skate park. The following are comments on these.

- (i) North area of the South Arm Oval, adjacent Harmony Lane
 - to locate the same size skate park (centrally) in the northern end of the South Arm Oval would leave approximately 20m distance to property boundaries on both sides;
 - it would also result in the oval not being suitable for ball games as the centre would be approximately 30m from the southern edge of the skate park, not including batters.
- (ii) Carpark at 2 Jetty Road
 - an east/west aligned skate park would be approximately 13m (excluding batters) from 2 property boundaries and also reduce the capacity of the carpark.
- (iii) Carpark at 3 Jetty Road
 - this area is used for parking (especially trailers), has a public toilet and fire brigade;
 - it provides access to a private residence, the area is not level and does not have enough available space.
- (iv) Council park at 169 Blessington Street
 - locating a skate park in this area would involve tree removal and possible relocation of play equipment.
 - a number of specific location options could be considered with approximate distance to property boundaries being 20m north and 10m east or west;

- this park is not centrally located to the residential region of the peninsula.
- (v) South Arm Primary School at 32 Harmony Lane
- neither the school nor the Department of Education (DOE) have been approached in relation to a skate park facility on their property;
 - potentially DOE will have security and liability issues with youths/adults accessing their land during and after school hours, but these issues would need to be discussed with the appropriate personnel.

3. CONSULTATION

3.1 Community consultation

Residents within the South Arm Peninsula area and special interest groups have been consulted.

3.2 State/Local Government Protocol

Nil.

3.3 Other

Nil.

4. PLAN/POLICY IMPLICATIONS

- 4.1. Council's Strategic Plan 2016-2026 under the Liveability has the following Strategy to: *"Enhance the liveability of activity centres, community hubs and villages through streetscape and urban design projects and local area master plans"*.
- 4.2. Council's Strategic Plan 2016-2026 under the Promoting Health has the following Strategy to: *"Promote active and healthy lifestyles through provision and support for active and passive recreation programs and activities"*.

- 4.3.** Council's Strategic Plan 2016-2026 under Parks and Recreation Facility:
"Planning for and providing new sporting and recreation facilities to meet community demand".

5. EXTERNAL IMPACTS

These have been mentioned in the summary of the Yes/No respondents.

6. RISK AND LEGAL IMPLICATIONS

The noise assessment report prepared by an Acoustic Engineer is available on the Clarence City Council website. This is a complex report and representations have been received asking questions regarding interpretation of different elements of the report. Council has sought a response from the Acoustic Engineer with regard to these questions so the correct interpretation is forwarded to the residents.

7. FINANCIAL IMPLICATIONS

- 7.1.** The implementation of the South Arm Oval Revised Master Plan is planned to be staged over at least 3 financial years, subject to Council approval of future Annual Plans. Council, in the 2016/2017 Annual Plan allocated \$150,000 to implement Stage 2 of the previously adopted South Arm Oval Master Plan. In addition, a grant of \$50,000 has been obtained from the Tasmanian Community Fund making a total amount of \$200,000 for Stage 1.
- 7.2.** Council, in the 2017/2018 Annual Plan allocated \$223,000 to implement Stage 3 of the South Arm Master Plan. Stage 3 includes the development of play space, explore track, basketball half court, plantings around boundaries, car parking, Harmony Lane entry improvements, community market space and landscaped entry and feature trees.
- 7.3.** Cost estimates for the construction of the revised skate park plan are \$227,000, without any sound walls. The cost estimate will be more realised when final quotations are received. In order to complete the revised skate park plan, it is likely some of the remaining components of the Master plan may have to be budget dependent on their delivery.

8. ANY OTHER UNIQUE ISSUES

- 8.1.** It is intended for a new Development Application to be submitted for Council to seek a change of the hours of use to daylight hours only. The change will result in the application being a Discretionary use and will require public advertising.
- 8.2.** In relation to the consideration of addressing potential noise levels from the skate park, there are 2 options available:
1. present a sound wall design with the Development Application; or
 2. condition a permit to monitor noise levels upon a period of pattern use and if necessary, construct sound barriers to an approved design and locate to attenuate noise impacts.

9. CONCLUSION

- 9.1.** Overall a majority of the consultation feedback respondents approve of the South Arm Oval Revised Master Plan.
- 9.2.** Council has received both positive and negative representations on the proposed skate park. The positive responses being in relation to providing an alternative physical activity for the youth and the negative about potential increased noise levels and inappropriate behaviour, specifically related to the proposed skate park.
- 9.3.** It is intended a new Development Application will be submitted for Council to seek a change of the skate park hours of use to daylight hours only. This will require public advertising and therefore a statutory consultation process.

Attachments: 1. South Arm Oval Revised Master Plan (1)
2. Proposed Skate Park Plan (1)

Ross Graham
GROUP MANAGER ENGINEERING SERVICES

OPPORTUNITIES MASTER PLAN

This Plan shows the future opportunities available at the South Arm Oval site for improvements to open space, aesthetics, community infrastructure and recreation facilities. It aims to provide a guide for Council in undertaking maintenance and upgrade works in the short term and a master plan for the provision of additional facilities at the site in the long term. Some of the elements shown on the plan are subject to future demand and Council budget.



- ① **MULTI-USE HARDSTAND**
Utilise existing degraded land to provide a multi-purpose hardstand. Area may include facilities for kids games such as basketball, handball and a hitting wall.
- ①a **SKATE PARK**
Overall design to consider passive surveillance, noise attenuation for adjacent properties. Layout shown indicative only.
- ② **PLAY SPACE**
Existing vegetation provides opportunity to integrate small play space including equipment for all ages and nature based play item.
- ③ **EXPLORE TRACK**
Opportunity for path through vegetation utilising the existing trees and sandy topography. Suitable for bikes and walking. Opportunity to integrate seating, art and play elements.
- ④ **NATIVE PLANTING**
Additional native planting along property boundaries to filter views into oval, improve park aesthetics and provide buffer to play spaces (in consultation with property owners).
- ⑤ **FITNESS PATH**
Gravel path with timber edging to create loop track around oval. Path will define the edge of the formal oval. Opportunity to provide in-ground distance markers for runners and walkers. Approximate length of loop - 300m.
- ⑥ **HITTING WALL**
Opportunity to provide masonry hitting wall to separate tennis court from skate and scooter space. Provides visual and noise separation and can be multi-use. Opportunity to integrate basketball hoop or various ball game line markings on wall to be used from either side.
- ⑦ **OUTDOOR FITNESS STATIONS**
Opportunity to provide separated exercise stations along fitness path that focus on various strength and stretching activities. Each station to include under-surfacing and multiple equipment items.
- ⑧ **CALVERTON HALL SURROUNDS**
Provide bollards to manage vehicle traffic onto oval. Removable bollards allow for vehicle access to be gained to oval space for use as overflow parking during events.
- ⑨ **CARPARK**
Formalise existing gravel carpark. Surrounding land remains available for future carpark extension (when required).
- ⑩ **LANDSCAPE ENTRY**
Install trees and low landscaping to formalise main entry driveway. Maintain open area adjacent carpark for informal parking.
- ⑪ **FEATURE TREES**
Opportunity to provide feature trees to surrounds of oval to provide sense of space and define edge (tree locations indicative).
- ⑫ **HARMONY LANE PEDESTRIAN ENTRY**
Upgrade native plantings, traffic control bollards and footpaths to improve street frontage and pedestrian access to oval.
- ⑬ **EXISTING COMMUNITY GARDEN AREA**
- ⑬a **FUTURE COMMUNITY GARDEN EXPANSION AREA**
- ⑭ **PROPOSED MENS SHED - FUTURE** (Shown indicative only)
- ⑮ **PASSIVE GAMES AREA**
Opportunity to provide facilities for games such as outdoor chess or bocce.
- ⑯ **COMMUNITY MARKET SPACE + GRAVEL ACCESS ROAD**
Open area in forecourt for community market space.
- **SEATING**
Additional bench seating to oval and surrounds.



Multi-use play wall



Explore track with art



Multi-use hardstand for skating, scooting and ball games



Fitness path distance markers



Outdoor fitness stations

PERSPECTIVE IMAGE

PROPOSED NEW CONCRETE SKATE PARK
SOUTH ARM - TASMANIA



SEPTEMBER 2017

	
PERSPECTIVE IMAGE	
PROJECT SOUTH ARM SKATEPARK LOCATION: SOUTH ARM TARIKI	
DATE: 08/09/17	
DRAWN BY: [Signature]	
CHECKED BY: [Signature]	
SCALE: N/A	
PAGE 02	

11.6 FINANCIAL MANAGEMENT

Nil Items.

11.7 GOVERNANCE**11.7.1 YOUTH ADVISORY COMMITTEE – AMENDED CONSTITUTION****EXECUTIVE SUMMARY****PURPOSE**

The purpose of this report is for Council to adopt the amended constitution for the Youth Advisory Committee.

RELATION TO EXISTING POLICY/PLANS

- Strategic Plan 2016-2026; and
- Youth Plan 2018-2022.

LEGISLATIVE REQUIREMENTS

Nil.

CONSULTATION

Consultation has occurred with the Youth Network Advisory Group (YNAG) for the review of the Youth Advisory Committee (YAC) Constitution.

FINANCIAL IMPLICATIONS

Nil.

RECOMMENDATION

That Council endorses the amended Constitution for the Youth Advisory Committee.

ASSOCIATED REPORT**1. BACKGROUND**

- 1.1.** An action in the Youth Plan 2018-2022 under Section “Giving Young People a Voice” was to: *“form a special committee of Council to facilitate the exchange of ideas, information, knowledge and skills between young people and Council”*.
- 1.2.** Council endorsed the creation of the Youth Advisory Committee (YAC) and Constitution at its Meeting of 3 December 2018.

- 1.3. There have been major changes to staffing for Youth Services in the last 12 months. Position descriptions were reviewed and new objectives and actions developed.
- 1.4. The constitution was reviewed at a recent Youth Advisory Committee meeting and some minor amendments are proposed.

2. REPORT IN DETAIL

- 2.1. An action in the Youth Plan 2018-2022, within the Section “Giving Young People a Voice” an action under the Strategy “Promote the contribution young people make in Clarence and establish a positive image for young people” (Page 19) is to: *“Form a special committee of Council to facilitate the exchange of ideas, information, knowledge and skills between young people and Council”*.
- 2.2. Council endorsed the creation of the Youth Advisory Committee and Constitution at its Meeting of 3 December 2018.
- 2.3. During the last 12 months, Youth Services has been subject to major changes which has included organisational restructure, changed roles and responsibilities of officers and program review.
- 2.4. The Constitution was reviewed at a recent Youth Advisory Committee meeting in February and it was recommended that minor amendments to the constitution be made to meet the new staff structure and availability of young people.
- 2.5. Minor amendments in the Constitution consists of:
 - 1. In Sections 4.1, 4.2, 4.4, 5.1, 5.2 and 7.2, remove reference to “Youth Participation Officer” as this position no longer exists and replace with “Youth Services Coordinator”.

2. In Section 5.2:

- Frequency – Change meeting day from “Wednesday” to “Tuesday” and to meet every quarter from February to November.
- Time/Duration/Venue – Meeting starting time to change from 3.00pm to 5.00pm.
- Quorum – Change reference to the “Youth Participation Officer or Youth Services Coordinator” to “one (1) Council Officer”.

3. CONSULTATION

3.1. Community Consultation

Nil.

3.2. State/Local Government Protocol

Nil.

3.3. Other

The Youth Network Advisory Group (YNAG) was consulted on the proposed changes to the Youth Advisory Committee constitution and is supportive of the proposed changes.

3.4. Further Community Consultation

Not applicable.

4. STRATEGIC PLAN/POLICY IMPLICATIONS

Nil.

5. EXTERNAL IMPACTS

Nil.

6. RISK AND LEGAL IMPLICATIONS

Nil

7. FINANCIAL IMPLICATIONS

Nil.

8. ANY OTHER UNIQUE ISSUES

Nil

9. CONCLUSION

That Council endorse the minor amendments to the Youth Advisory Committee constitution.

Attachments: 1. Youth Advisory Committee Constitution - Tracked Changes (7)
2. Proposed Youth Advisory Committee Constitution – Final Version (7)

Ian Nelson
GENERAL MANAGER



November 2018

CONSTITUTION OF THE CLARENCE CITY COUNCIL YOUTH ADVISORY COMMITTEE

The Clarence City Council Youth Advisory Committee has been established to enable young people to ‘have a voice’ and become more connected engaged and active within the City.

1. Interpretation

Unless the contrary intention indicates otherwise, in this Constitution the following words and expressions have the following meanings:

“**Alderman**” means an elected member of the Clarence City Council.

“**City**” means municipal area of the City of Clarence

“**Committee**” means the Clarence City Council Youth Advisory Committee

“**Council**” means Clarence City Council

“**General Manager**” means the General Manager of the Clarence City Council

“**YNAG**” means the Youth Network Advisory Group

2. Objectives

The Committee is to

1. Promote the contribution young people make in Clarence and establish a positive image for young people by facilitating the exchange of ideas, information, knowledge and skills between young people;
2. Develop pathways to ensure youth representation on Council and other committees or groups relevant to young people; and
3. Acknowledge the collaborations that young people have with people of all ages and abilities across Clarence.

3. Functions and Obligations

The Committee has the following functions and obligations:

1. To provide advice and make recommendations to Council regarding Youth matters;
2. To provide feedback to Council regarding the strategies and outcomes of the Youth Plan; and
3. To assist in the review of the Youth Plan.

4. Committee Membership and Roles

4.1. Membership

The Committee shall consist of:

Council

- A Council Alderman (or Proxy) who will be the Chair of the Committee;
- ~~Youth Participation Officer or~~ Youth Services Coordinator;
- Relevant Council Officers as nominated by the General Manager.

Community

Representation from the community will consist of the members of the Youth Network Advisory Group (YNAG). These are young people aged 12-24 who live, work, or go to school in the Clarence area and are interested in providing a stronger voice for youth in the City.

4.2. Appointment

The method of appointment shall be as follows:

Council Appointees

- The Council will appoint its Alderman representation (and a proxy representative);
- Officer representation will include the ~~Youth Participation Officer or the~~ Youth Services Coordinator;
- Other Council Officers as nominated by the General Manager if required.

Community Representatives

To be considered, Community Representatives will be required to meet the criteria for nomination:

1. Be a representative on the Youth Network Advisory Group;
2. Have the capacity to contribute from their own knowledge and experiences in discussions relating to youth;
3. Preference will be given to residents of the City;
4. Community Representatives must have a commitment to assisting Council and other organisations by being available to meet four (4) times per year for a maximum of two (2) hours at a time, and be prepared to be involved in any additional meetings if necessary during business hours.

4.3. Terms of Office

Council Representatives

1. Council will appoint an Aldermen and a proxy as its representative member(s) on the Committee. Appointments are made immediately following the conducting of ordinary Council elections and the appointments are for a term of the Council (currently four (4) years).
2. The duration of appointment for Council officer representatives is at the discretion of the General Manager.

Community Representatives

1. The terms of appointment for community representatives is while they remain a member of the Youth Network Advisory Group.

4.4. Office Bearers

1. There is only one office bearer required for the committee in the role of a Chairperson.
2. The role of Chairperson will be filled by the Alderman (or proxy).
3. The ~~Youth Participation Officer~~ Youth Services Coordinator will support the committee by providing:
 - A meeting agenda prior to the meeting;
 - Taking minutes; and
 - Distribution of the minutes of the meeting to members of the panel.

4.5. Role of Chair

1. The Chair is responsible for:
 - Conducting committee meetings in an efficient, effective and inclusive manner;
 - Listening, guiding and ensuring that all committee members have the opportunity to participate and contribute to discussions and provide advice;
 - Public communication on matters arising from the Committee will be communicated by the Chair only and in accordance with Council Policy C1.60 – “*Policy and Operational Framework for Media Communications by Council “Special” Committees.*”
2. If the Chair or proxy is not present at a meeting of the Committee then a Committee Representative elected by the Representatives present at the meeting is to chair the meeting. If no person is elected to preside at the meeting then the meeting is adjourned to the time and place of the next scheduled meeting as notified by the Secretary.

5. Meeting Procedures

5.1. Committee Meetings

1. The ~~Youth Participation Officer~~Youth Services Coordinator will provide a set standard agenda for each meeting;
2. A copy of each agenda will be distributed to all representatives at least one (1) week prior to the next meeting;
3. Decisions of the Committee are to be made by a majority vote of members present at the meeting;
4. The ~~Youth Participation Officer~~Youth Services Coordinator will ensure that Minutes of each meeting are taken and distributed to all Committee members, Aldermen, relevant Council officers and other relevant Council advisory Committees;
5. Minutes of each meeting are to be recorded and approved by the Committee at a subsequent meeting of the Committee; and
6. All members of the Committee must act in accordance with all Council policies and applicable legislation when carrying out their respective responsibilities on behalf of the Committee.

5.2. Frequency of meetings

Frequency

Meetings will be held according to the following requirements:

1. The Committee will normally meet once every quarter on a ~~Wednesday~~ Tuesday of the month, unless the Committee agrees otherwise, e.g.:
 - ~~March~~February
 - ~~June~~May
 - ~~September~~August
 - ~~December~~November

Time/Duration/Venue:

1. Meeting time and duration will be a maximum of two (2) hours ~~between 3.00pm and~~ starting at 5.00pm unless the committee agrees otherwise.
2. Meetings will be held at the Council Chambers.

Quorum

1. A quorum will consist of an Alderman (or proxy), ~~the Youth Participation Officer, or Youth Services Coordinator~~ one (1) Council Officer and at least four (4) YNAG members.
2. At a meeting where a quorum is not present, the meeting can proceed with recommendations for decisions being carried forward to subsequent meetings where a quorum is present.

Non Member Attendance

1. Other persons will be invited to attend meetings by request, as required, to assist in implementing the identified actions of the plan.
2. Non-member attendance is to be arranged through the Chair or ~~Youth Participation Officer~~ Youth Services Coordinator (in consultation with the Chair).

6. Reporting requirements and arrangements

6.1. Areas of Reporting

The Committee will report against:

1. Identified projects in the Youth Plan; and
2. Matters which come before the Youth Advisory Committee.

6.2. Nature of Reporting

1. Minutes will be distributed for all Committee and working party meetings to all committee members, the Council, relevant Council officers, other relevant council advisory committees and relevant organisation associated with the Youth Plan.
2. The Committee may, at its discretion, provide reporting to the Council through the Chair of the Committee on matters (non-operational) that the Committee has considered based on the following:
 - Reports are to be presented to the General Manager for inclusion in the “Reports From Council And Special Committees And Other Representative Bodies” section of the Council’s meeting agenda;
 - The Committee report may include recommendations to the Council on matters that have been considered by the Committee.
3. The activities of the Committee will also be highlighted in Council’s quarterly reports and Annual Report.
4. Any other reports required will be on an as needed basis.

6.3. Provision of information to the community

Provision of information to the community shall occur via:

1. Quarterly Reports and Annual Report;
2. Other means as appropriate throughout the year (for example, via regular updates in the Council rates newsletter, via Council’s website, social media, etc.).

6.4. Communication of budget matters

The Committee, when forward planning and considering upcoming actions, will communicate recommendations to Council on a timely basis prior to annual budget deliberations.

7. Resourcing

7.1. Budget

The Committee does not have a budget but will be supported by Council as follows:

1. Council administrative support;
2. Paper, postage and stationary requirements;
3. Reimbursement of reasonable out of pocket expenses for committee members (i.e. travel, refreshments); and
4. Any additional committee expenses (i.e. conference fees).

7.2. Key Council Officer Contact

~~Youth Participation Officer~~ Youth Services Coordinator.

8. Review of Constitution

1. The Committee may make recommendations to Council on the review of the Committee's responsibilities (Powers and Obligations) and this constitutional framework.
2. Recommendations for amendments to the constitutional framework can be made at any time provided that suggested changes are noted on the agenda (as per the framework), a quorum is present at the meeting, and two-thirds of those present and entitled to vote support the recommendations.
3. Amendments to this constitution must be approved by Council.
4. As a minimum timeframe the Constitution is to be reviewed every 5 years by report to the Council.



November 2018

CONSTITUTION OF THE CLARENCE CITY COUNCIL YOUTH ADVISORY COMMITTEE

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5. Meeting Procedures

5.1. Committee Meetings

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4. The Youth Participation Officer will ensure that Minutes of each meeting are taken and distributed to all Committee members, Aldermen, relevant Council officers and other relevant Council advisory Committees;
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Frequency

Meetings will be held according to the following requirements:

1. The Committee will meet once every quarter on a Wednesday of the month, unless the Committee agrees otherwise, e.g.:
 - March
 - June
 - September
 - December

Time/Duration/Venue:

1. Meeting time and duration will be a maximum of two (2) hours between 3.00pm and 5.00pm unless the committee agrees otherwise.
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6.1. Areas of Reporting

The Committee will report against:

1. Identified projects in the Youth Plan; and
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6.2. Nature of Reporting

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 - Reports are to be presented to the General Manager for inclusion in the “Reports From Council And Special Committees And Other Representative Bodies” section of the Council’s meeting agenda;
 - The Committee report may include recommendations to the Council on matters that have been considered by the Committee.
3. The activities of the Committee will also be highlighted in Council’s quarterly reports and Annual Report.
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1. Quarterly Reports and Annual Report;
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6.4. Communication of budget matters

The Committee, when forward planning and considering upcoming actions, will communicate recommendations to Council on a timely basis prior to annual budget deliberations.

7. Resourcing

7.1. Budget

The Committee does not have a budget but will be supported by Council as follows:

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2. Paper, postage and stationary requirements;
3. Reimbursement of reasonable out of pocket expenses for committee members (i.e. travel, refreshments); and
4. Any additional committee expenses (i.e. conference fees).

7.2. Key Council Officer Contact

Youth Participation Officer.

8. Review of Constitution

1. The Committee may make recommendations to Council on the review of the Committee's responsibilities (Powers and Obligations) and this constitutional framework.
2. Recommendations for amendments to the constitutional framework can be made at any time provided that suggested changes are noted on the agenda (as per the framework), a quorum is present at the meeting, and two-thirds of those present and entitled to vote support the recommendations.
3. Amendments to this constitution must be approved by Council.
4. As a minimum timeframe the Constitution is to be reviewed every 5 years by report to the Council.

11.7.2 COPPING REFUSE DISPOSAL SITE – PROPOSED TASNETWORKS EASEMENT**EXECUTIVE SUMMARY****PURPOSE**

To consider an easement, proposed by and in favour of TasNetworks, situated at the Copping Refuse Disposal Site (“CRDS”), Blue Hills Road, Copping, Tasmania 7174.

RELATION TO EXISTING POLICY/PLANS

Nil.

LEGISLATIVE REQUIREMENTS

The Land Titles Act 1980 (Tas) is relevant.

CONSULTATION

The Tasman and Sorell Councils must also approve the easement. This Report will be provided to Tasman and Sorell for consideration and approval. Following approval by each of the three member Councils the easement will be registered on the property title Certificate of Title 126073 Folio 1.

FINANCIAL IMPLICATIONS

Nil.

RECOMMENDATION:

- A. That Council consents to the easement proposed by TasNetworks.
- B. That the General Manager is delegated to do all things necessary to execute the Easement Deed including applying the Council seal.
- C. That the General Manager is delegated to do all things necessary to formalise the easement, including to execute and to apply the Council seal to all documentation necessary to enable the registration of the easement on the Title.

ASSOCIATED REPORT**1. BACKGROUND**

Clarence City Council, Tasman Council and Sorell Council (collectively “the Owner Councils”) jointly own the Copping Refuse Disposal Site (“CRDS”) and are each registered on the property titles as landowners. Council leases the land to the Copping Refuse Disposal Site Joint Authority (“Authority”) on a long-term lease.

The Authority comprises four Participating Councils – the three Owner Councils plus Kingborough Council. In addition to the terms of the lease, the Authority operates the CRDS in accordance with the Copping Refuse Disposal Site Joint Authority Rules (“Rules”).

2. REPORT IN DETAIL

- 2.1.** Southern Waste Solutions have requested permission from the Owner Councils to register an easement for the relocation of a TasNetworks power pole on the CRDS.
- 2.2.** Southern Waste Solutions are realigning the landfill access road which necessitates the relocation of a power pole. The design for the realignment was completed several months ago and work has commenced. TasNetworks have since advised that it needs landowner approval to register the easement for the relocated power pole.
- 2.3.** The proposed easement will be registered over the property title Certificate of Title 126073 Folio 1 which forms part of the CRDS.
- 2.4.** TasNetworks have provided each Owner Council with an Easement Deed for signing to approve the easement in principle. At a later date an easement will be formally registered on the property title.

3. CONSULTATION

3.1. Community Consultation Undertaken

No community consultation is required.

3.2. State/Local Government Protocol

Tasman Council and Sorell Council, as Owner Councils, must also consent to the proposed easement. Consent will be sought from each Council at their next scheduled Council Meeting.

3.3. Other

Nil.

3.4. Further Community Consultation

Not applicable.

4. STRATEGIC PLAN/POLICY IMPLICATIONS

Nil.

5. EXTERNAL IMPACTS

Nil.

6. RISK AND LEGAL IMPLICATIONS

6.1. Once the Easement Deed is executed, the land will be surveyed, and a formal easement will be registered on the property title. TasNetworks will be responsible for installing the required electrical infrastructure, which is likely to occur prior to finalisation of the easement on the Title.

6.2. The formal easement will be in accordance with the standard wayleave easement terms which provide TasNetworks with the ability to maintain the easement and operate electricity infrastructure.

7. FINANCIAL IMPLICATIONS

TasNetworks will bear the costs of registering the formal easement on the property title.

8. ANY OTHER UNIQUE ISSUES

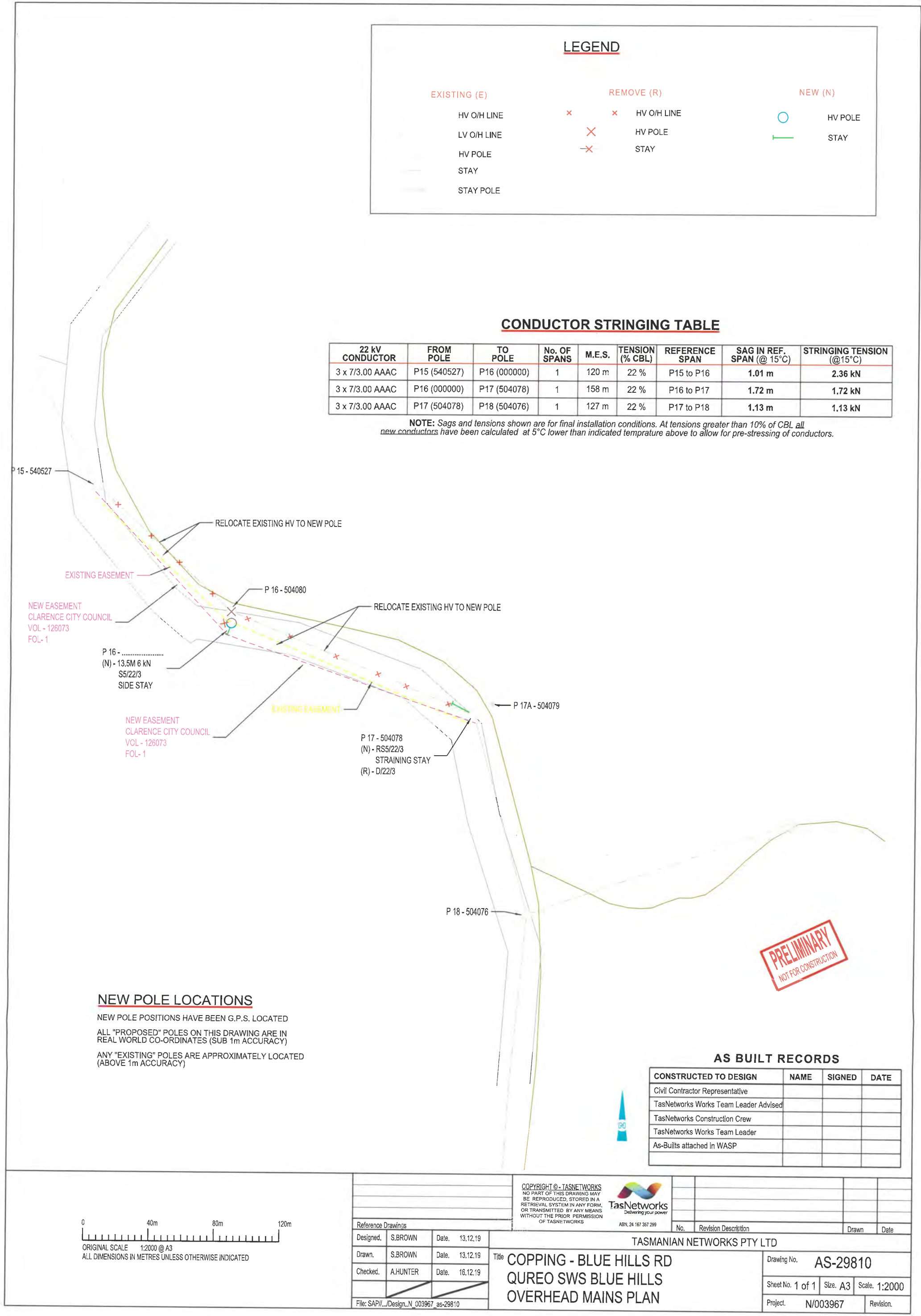
Nil.

9. CONCLUSION

It is necessary for TasNetworks to have an easement over the CRDS to allow the relocation of a power pole. The power pole needs to be relocated to allow for the realignment of the landfill access road.

Attachments: 1. Copping – Blue Hills Road Qureo SWS Blue Hills Overhead Mains Plan
Drawing No AS-29810 (1)

Ian Nelson
GENERAL MANAGER



LEGEND					
EXISTING (E)		REMOVE (R)		NEW (N)	
HV O/H LINE	×	×	HV O/H LINE	○	HV POLE
LV O/H LINE	×	×	HV POLE	—	STAY
HV POLE	×	×	STAY		
STAY					
STAY POLE					

CONDUCTOR STRINGING TABLE

22 kV CONDUCTOR	FROM POLE	TO POLE	No. OF SPANS	M.E.S.	TENSION (% CBL)	REFERENCE SPAN	SAG IN REF. SPAN (@ 15°C)	STRINGING TENSION (@15°C)
3 x 7/3.00 AAAC	P15 (540527)	P16 (000000)	1	120 m	22 %	P15 to P16	1.01 m	2.36 kN
3 x 7/3.00 AAAC	P16 (000000)	P17 (504078)	1	158 m	22 %	P16 to P17	1.72 m	1.72 kN
3 x 7/3.00 AAAC	P17 (504078)	P18 (504076)	1	127 m	22 %	P17 to P18	1.13 m	1.13 kN

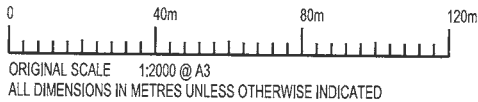
NOTE: Sags and tensions shown are for final installation conditions. At tensions greater than 10% of CBL all new conductors have been calculated at 5°C lower than indicated temperature above to allow for pre-stressing of conductors.

NEW POLE LOCATIONS

NEW POLE POSITIONS HAVE BEEN G.P.S. LOCATED
ALL "PROPOSED" POLES ON THIS DRAWING ARE IN REAL WORLD CO-ORDINATES (SUB 1m ACCURACY)
ANY "EXISTING" POLES ARE APPROXIMATELY LOCATED (ABOVE 1m ACCURACY)

AS BUILT RECORDS

CONSTRUCTED TO DESIGN	NAME	SIGNED	DATE
Civil Contractor Representative			
TasNetworks Works Team Leader Advised			
TasNetworks Construction Crew			
TasNetworks Works Team Leader			
As-Built's attached in WASP			



Reference Drawings		Copyright © - TASNETWORKS NO PART OF THIS DRAWING MAY BE REPRODUCED, STORED IN A RETRIEVAL SYSTEM IN ANY FORM, OR TRANSMITTED BY ANY MEANS WITHOUT THE PRIOR PERMISSION OF TASNETWORKS		TasNetworks Delivering your power ABN 24 167 367 299		No.	Revision Description	Drawn	Date
Designed,	S.BROWN	Date,	13.12.19	TASMANIAN NETWORKS PTY LTD					
Drawn,	S.BROWN	Date,	13.12.19	Title COPPING - BLUE HILLS RD QUREO SWS BLUE HILLS OVERHEAD MAINS PLAN					
Checked,	A.HUNTER	Date,	16.12.19						
File: SAP\\...\\Design_N_003967_as-29810				Drawing No. AS-29810					
				Sheet No. 1 of 1 Size. A3 Scale. 1:2000					
				Project. N/003967 Revision.					

12. ALDERMEN'S QUESTION TIME

An Alderman may ask a question with or without notice at Council Meetings. No debate is permitted on any questions or answers.

12.1 QUESTIONS ON NOTICE

(Seven days before an ordinary Meeting, an Alderman may give written notice to the General Manager of a question in respect of which the Alderman seeks an answer at the meeting).

Nil

12.2 ANSWERS TO QUESTIONS ON NOTICE

Nil

12.3 ANSWERS TO QUESTIONS WITHOUT NOTICE – PREVIOUS COUNCIL MEETING**Ald James**

1. Recently I received and I believe that a number of my colleagues received, a complaint from a resident near the Bellerive Oval regarding an activity that started at 7am when in fact the permit was for a 7.30 am start. What action is going to be taken in relation to that because that person is not the only person who has raised a question in regard to activities and times.

ANSWER

An investigation has been completed and advice has been provided to Aldermen.

2. In regard to the installation of the safety fence at ANZAC Park when will this occur?

ANSWER

Signage which warns of Cliff Top Risk has been ordered and will be installed at entry points to Anza Park and Second Bluff within the next few weeks.

Both cliff top risk sites have been inspected by an Aboriginal Heritage Consultant and Council has been advised this week that permits are required for both areas.

AHT has informed Council that if impacts to Aboriginal heritage sites cannot be avoided, Council must apply for a permit under the Aboriginal Heritage Act 1975 (the Act) prior to works proceeding.

Council's engaged consultant has advised that the permits are being drafted and will be lodged. The timeframe for permit applications is generally up to 3 months (90 days) from the time that the completed permit application form has been accepted by AHT.

ANSWERS TO QUESTIONS WITHOUT NOTICE – PREVIOUS COUNCIL MEETING /contd...

Ald von Bertouch

1. Are all the permit conditions and licence requirements for the Armend pipeline going to be met by the developer before the expected timeline of mid to late March for the work to install the pipeline?

ANSWER

The Mayor advised that he had received an email from the developer indicating that he will not make the timeline of March, he may still make it before the start of the Spotted Hand Fish breeding season. If he cannot make that date it will be November before he starts.

Further to the advice provided at the meeting, we can advise that the proponent has confirmed that construction will not now commence until after the Spotted Hand fish season.

2. Has the developer approached Council for a contribution to the funding of installation of the pipeline and if so, what advice has been given to the developer and the Aldermen?

ANSWER

The issue of funding was raised obliquely at the last workshop that the proponent attended. There has been no request for funding assistance that we are aware of.

Ald Blomeley

1. I note in the answer to my question regarding the infrastructure for a Bellerive to Sullivans Cove ferry service and as I understand it the Hobart City Deal is a joint State, Federal and Clarence City Council undertaking, can you please outline what role Clarence has in the development of a business case and can Aldermen be updated on progress of said business case?

ANSWER

At this stage we are not involved in the development of the business case. That is being handled by the Department of State Growth and it will be raised with the Mayors and General Managers as part of the City Deal as that progresses through the course of this year.

2. As a point of clarification, I understand that in State and Federal Parliament when a mover and a seconder moves said motion they then support that motion. Does that rule apply here?

ANSWER

There is no requirement to do so under the meeting procedures or regulations.

**ANSWERS TO QUESTIONS WITHOUT NOTICE – PREVIOUS COUNCIL MEETING
/contd...**

Ald Peers

1. We have many culverts in Clarence. Do we inspect them because I did have a ratepayer put that question to me and earlier Ald Walker referred to a culvert where the water has to go up hill. Do we do regular maintenance on those?

ANSWER

Council does not clean out driveway culverts unless they are blocked and causing damage to Council's infrastructure. Road culverts are inspected when Council's staff are cleaning drains or when a ratepayer complaint is received. Drain cleaning is undertaken around March and September each year. If we have a blocked drain then a work order is produced and a vac truck is used to clear the blockage.

2. I had a complaint from a ratepayer regarding a private contractor collecting rubbish from a private firm at 2am. What can we do if that is the case?

ANSWER

Ald Peers to provide further details to enable the complaint to be investigated.

Ald Walker

Late last year the \$200,000 plus skate park in South Arm that we were told today is racing past \$450,000 was scheduled to have an official opening that was abruptly cancelled. What were the costs involved in the cancellation and when is the scheduled official opening like to occur?

ANSWER

There was a planned opening or celebration of the skate park. That is usual when we have a major recreational asset opened. We usually acknowledge it and celebrate it with the community. The only expense incurred in the lead up was staff time. At this stage no consideration has been given to rescheduling but if Council wishes, that can be looked at. The thinking was that until we had the sound report and Council had made a decision on what course of action it would take, it would have been inappropriate to open the park before we had finalised the project.

**ANSWERS TO QUESTIONS WITHOUT NOTICE – PREVIOUS COUNCIL MEETING
/contd...****Ald Mulder**

1. On 20 January Council received a confidential briefing on a Shopping Centre development. Mr Mayor can you explain the following social media post, “Has anyone heard any update about the Coles development? My nan said there was a guest speaker at her probus club, Mayor Doug Chipman who said there would be a lot of development happening soon with Coles days away from being finalised and apparently also a McDonalds”.

ANSWER

Before I made the presentation to the Probus Club I checked with the proponent who came along to brief us at the workshop and asked if there was any update and what was his intention in terms of public media in other words what could I say and he was quite comfortable with my advice to the probus club that it was in the mill and imminent and that I was allowed to say that without comprising the project.

Would it not have been nice for you to have communicated that to Aldermen whose job it is to consult with the community rather than be ambushed because these questions are directed at me personally and I am not in a position to make any comment about those things?

ANSWER

I have no more information other than what I have already said and I believe there could be a public announcement later this week

2. Could I be advised of the annual maintenance costs for School Road?

ANSWER

Council grades School Road around 3 times per year. This includes gravel but is dependent on heavy traffic (access to local gravel quarry) and weather conditions at a yearly cost of approximately \$15,000.

12.4 QUESTIONS WITHOUT NOTICE

An Alderman may ask a Question without Notice of the Chairman or another Alderman or the General Manager. Note: the Chairman may refuse to accept a Question without Notice if it does not relate to the activities of the Council. A person who is asked a Question without Notice may decline to answer the question.

Questions without notice and their answers will be recorded in the following Agenda.

The Chairman may refuse to accept a question if it does not relate to Council’s activities.

The Chairman may require a question without notice to be put in writing. The Chairman, an Alderman or the General Manager may decline to answer a question without notice.

13. CLOSED MEETING

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

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

13.1 APPLICATIONS FOR LEAVE OF ABSENCE

13.2 JOINT AUTHORITY MATTER

13.3 TENDER T1332-19 – WELLINGTON STREET RICHMOND – ROAD SAFETY

These reports have been listed in the Closed Meeting section of the Council agenda in accordance with Regulation 15 of the Local Government (Meeting Procedures) Regulation 2015 as the detail covered in the report relates to:

- contracts and tenders for the supply of goods and services;
- information provided to the council on the condition it is kept confidential;
- applications by Aldermen for a Leave of Absence.

Note: The decision to move into Closed Meeting requires an absolute majority of Council.

The content of reports and details of the Council decisions in respect to items listed in “Closed Meeting” are to be kept “confidential” and are not to be communicated, reproduced or published unless authorised by the Council.

PROCEDURAL MOTION

“That the Meeting be closed to the public to consider Regulation 15 matters, and that members of the public be required to leave the meeting room”.